

Apeos 2150 NDA Apeos 2150 ND User Guide

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In this manual, safety instructions are preceded by the symbol . Always read and follow the instructions before performing the required procedures.

As the copying device contains a feature designed to prevent forging of certain documents, there may be rare instances where copies or scanned images do not achieve the desired results.

If a malfunction occurs with the machine's storage media, any received or stored data including registered configurations may be lost. FUJIFILM Business Innovation Corp. is not responsible for any direct or indirect damages arising from or caused by such data loss.

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1

Before Using the Machine

Preface

Thank you for selecting the Apeos 2150 NDA/Apeos 2150 ND (hereafter referred to as "the machine").

This guide describes how to operate the machine and the precautions you should follow during operation. To get the most out of the machine and to use it effectively, be sure to read this guide before use.

This guide assumes that you have a basic knowledge of the operating environment of the personal computer in use and networking environments. For information on the environment of the personal computer in use and the basic knowledge and operations of networking environments, refer to the manuals provided with the personal computer, operating system, and network system.

After reading this guide, be sure to keep it handy for quick reference. It will be useful in case you forget how to perform operations or if a problem occurs with the machine.

Warning:
The equipment will be inoperable when main power fails.

When you use this machine, we recommend that you change the system administrator's user ID and passcode immediately after installing the machine.

For more information on changing the user ID and passcode, refer to "System Administrator Program List" (P.126).

Types of Manuals

The following guides are provided with the machine.

■ User Guide (This Guide)

The guide provides a detailed description of machine components and operations of copying, printing, and scanning. The guide is helpful for users to learn detailed operations that are not described in the Basic Operation Guide.

■ Basic Operation Guide (Booklet)

The guide is intended for first-time users of the machine, and describes information on manuals, power source, basic operations of copying, printing, and scanning, and on how to replace consumables.

Keep this guide near the machine.

■ Driver Help (accessed from the software)

The help describes the print or scan features, and operations.

■ Guides for Optional Components (included with the optional components)

Optional components are available for this machine. Optional components come with an installation procedure guide that provides information on how to set up the product and other details.

Using This Guide

This guide is intended for first time users of the machine. It describes the basic operations for the copy, print, and scan features.

Organization of This Guide

This guide consists of the following chapters:

■ 1 Before Using the Machine

Describes how to use this guide and provides license information.

■ 2 Environment Settings

Describes the environment required to operate the machine.

■ 3 Product Overview

Describes the names of the machine parts as well as basic operations, such as how to turn the machine on and off, how to use the Power Saver feature, and how to use Internet Services.

■ 4 Loading Paper

Describes the types of paper and other media that you can use on the machine and how to load paper in a tray.

■ 5 Copy

Describes the basic operation and features of the copy feature.

■ 6 Scan

Describes the basic operations and features of the scan feature.

■ 7 Print

Describes the basic printing operations.

■ 8 Printing or Scanning from a Smartphone or Tablet

Describes how to connect the machine to the mobile device.

■ 9 Tools

Describes the System Administration mode as well as how to change the default settings.

■ 10 Machine Status

Describes how to check the faults that occurred in the machine and to print various reports.

■ 11 Maintenance

Describes how to replace consumables and to clean the machine.

■ 12 Problem Solving




Describes troubleshooting procedures to solve the problems with the machine.

■ 13 Appendix



Describes the specifications of the machine, optional accessories, and cautions/restrictions.

Conventions

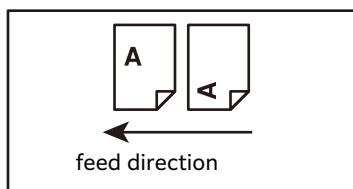
- The screen shots and illustrations used in this guide vary depending on the machine configuration and optional components installed. Some of the items in the screen shots may not be displayed or available depending on your machine configuration.
- The procedures in this guide may vary depending on the driver and utility software being used due to the upgrades.
- In this document, "Computer" refers to a personal computer or workstation.
- The following symbols are used in this guide:

 Important	: • Indicates important information you have to know or be reminded before operations.
 Note	: • Indicates supplemental information useful for operations.
 Reference	: • Indicates reference sections or documents.
" "	: • A cross-reference included in this guide. • Names of features, screen messages, and input text.
[]	: • Folders, files, applications, button or menu names displayed on the screen. • Names of menus, commands, windows, or dialog boxes displayed on the computer screen and their buttons and menu names.
< > button	: • Hardware buttons on the control panel.
< > key	: • Keys on the keyboard of the computer.
>	: • Path to a certain item within a procedure on a computer. For example: When you see the procedure "to search for files and folders, click [Start] > [Search] > [For Files or Folders]", this means that you need to click [Start], click [Search], and then click [For Files or Folders] to search for files and folders.

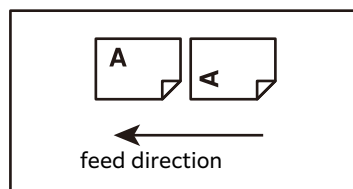
- Print speeds and paper capacities indicated in this manual are values when using plain P paper (64 gsm).
- Orientation of documents or paper is described in this guide as follows:

-  Long Edge Feed (LEF):
 - Loading the document or paper in portrait orientation when viewed from the front of the machine.
-  Short Edge Feed (SEF):
 - Loading the document or paper in landscape orientation when viewed from the front of the machine.

LEF Orientation



SEF Orientation



2

Environment Settings

Supported Environment

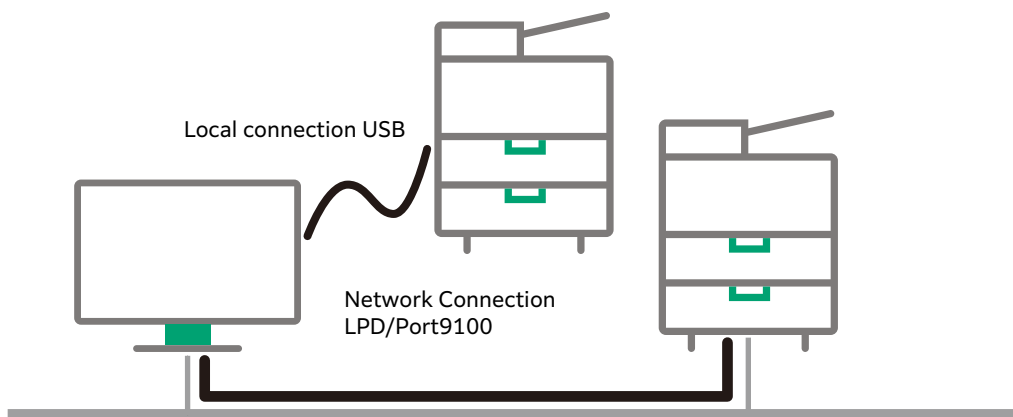
This section describes the environment settings needed to use the machine's print and scan features.

Print Feature

The machine can be connected directly to a computer for use as a local printer, or can be connected to a network for use as a network printer.

The machine also supports wireless LAN communication to send and receive data without using a cable. It also supports Wi-Fi Direct to enable direct communication with devices that support wireless LAN (such as smartphones and tablets) without the need for a wireless LAN router (access point).

Wired Connection



Wireless Connection



Note

- The optional Wireless LAN Kit is required to connect wirelessly.
- Wired connections and wireless connections cannot be used at the same time.
- Wired LAN connection and wireless LAN connection cannot be used simultaneously. If you connect the machine to a wireless network, disconnect the Ethernet cable from the machine.

Reference

- For information on setting up wireless connections, refer to "Wireless Connection" (P.18).

■ Use as a Local Printer

Connect the machine to a computer with a USB cable.

■ Use as a Network Printer

Print from network-connected computers using the TCP/IP protocol.

To use the machine as a network printer, you need to activate the port to use for printing.

- LPD: Activate this setting when using the LPD port.
- Port9100: Activate this setting when using the Port9100 port.

Reference

- For information on how to set TCP/IP, refer to "Setting the Network Environment" (P.21).
- For information on how to activate a communication port, refer to "Activating the Communication Port To Use" (P.25).

Scan Feature

The machine supports the following Scan functions:

Using the USB connection

■ Scan with PC application

Uses the USB connection to import scan data in a computer with a TWAIN or Windows Image Acquisition (WIA) compatible application.

To use this function, you must install the scan driver from the [Printer Software].

Reference

- For information on how to use this feature, refer to "Loading Scan Data Using the PC-Based Application" (P.112).

Using the Network connection

■ Scan with PC application

Uses the Network TWAIN to import scan data in a computer with a TWAIN or Windows Image Acquisition (WIA) compatible application.

To use this function, you must install the scan driver from the [Printer Software].

Reference

- For information on how to use this feature, refer to "Loading Scan Data Using the PC-Based Application" (P.112).

Connecting the machine to a computer

When connecting the machine directly to a computer, use a USB interface. When connecting the machine to a network, use an Ethernet interface. It is also possible to connect wirelessly (only with models that support wireless connections).


USB Connection

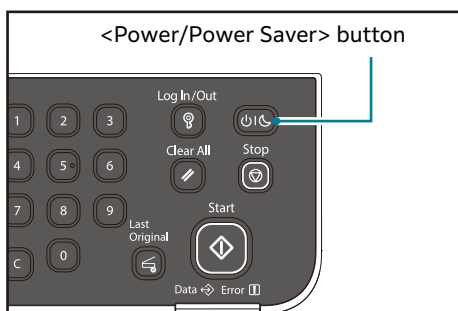
The machine supports the USB 2.0 interface.

Note

- You can use a cable up to 5 m in length according to the USB 2.0 standard.

To connect the USB interface:

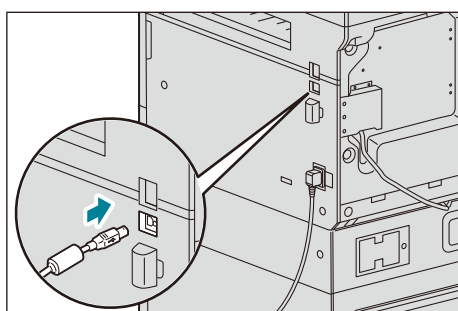
- 1 Press and hold the  <Power/Power Saver> button on the control panel for 6 seconds or longer to turn the power off.




Note

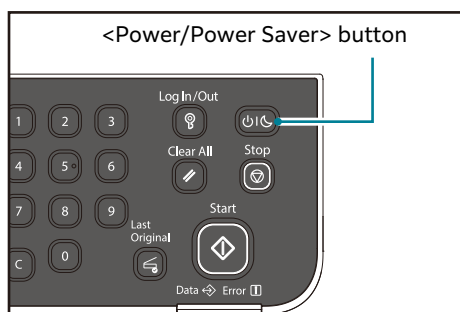
- Check that the display of the status machine diagram is turned off.

- 2 Connect a USB cable to the USB 2.0 interface connector.



- 3 Connect the other end of the USB cable to the computer.

- 4** Press the  <Power/Power Saver> button on the control panel to turn the power on.




Ethernet Connection

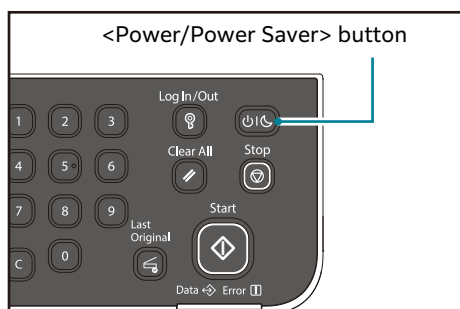
The machine supports 100BASE-TX Ethernet interface.

To connect the Ethernet interface:

Note

- If you are using Ethernet, connect the network cable to the machine before turning the power of the machine on.

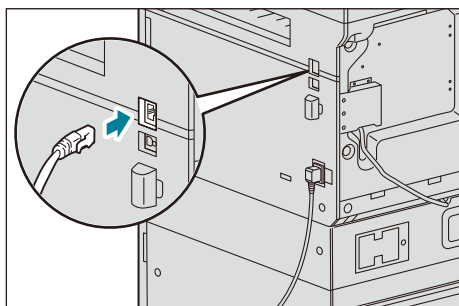
- 1** Press and hold the  <Power/Power Saver> button on the control panel for 6 seconds or longer to turn the power off.



Note


- Check that the display of the status machine diagram is turned off.

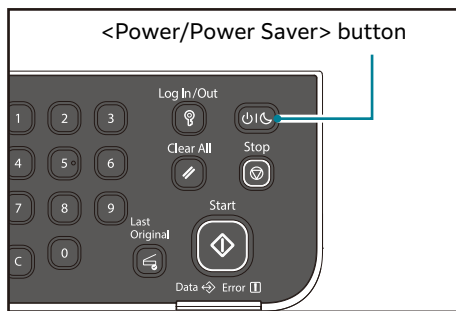
- 2** Connect a network cable to the Ethernet interface connector.



Note

- Prepare a network cable suitable for your network connection. When you replace the network cable, contact our local representative.

- 3 Press the  <Power/Power Saver> button on the control panel to turn the power on.



Wireless Connection

Note

- The Wireless LAN feature is not available in all locations. Please contact our local representative for availability of wireless in your location.
- If you are using a method other than Wi-Fi Protected Setup (WPS) to configure your wireless network settings, be sure to get the SSID and security information from a system administrator before starting the setup procedure.
- Be sure to configure necessary settings on the wireless LAN access point (Registrar) or router before starting the printer setup. For information on the access point or router settings, refer to the manual supplied with the product.
- Make sure that the Ethernet cable is disconnected from the machine. If the Ethernet cable is connected to the machine, disconnect it, turn off the machine, and then turn it on again.

Connecting via WPS-PBC

Note

- WPS-PBC (Wi-Fi Protected Setup-Push Button Configuration) is a method to authenticate and register devices required for wireless configuration, by starting WPS-PBC on the machine with the <WPS> button, and then pressing the button provided on the wireless LAN access point (Registrar) or router. This setting is available only when the access point supports WPS-PBC.
- Before starting WPS-PBC with the <WPS> button, confirm the position of the WPS button (button name may vary) on the wireless LAN access point (Registrar) or router. For information about the WPS operation on the wireless LAN access point (Registrar) or router, refer to the manual supplied with the product.
- The Wi-Fi LED lights up or blinks to indicate the printer's wireless connection status. If a problem occurs, see "Wireless Problems" (P.193).


- 1 Press and hold the <WPS> button on the machine for 2 seconds.
Confirm that the Wi-Fi LED starts to blink slowly.
- 2 Start the WPS operation on the wireless LAN access point (Registrar) or router within two minutes.
When WPS is successful, the Wi-Fi LED lights up. The wireless connection is established and setup for wireless LAN is complete.

■ Status of Wi-Fi LED

This section describes when the  (Wi-Fi) LED lights up or blinks.

Note

- For information on the Wi-Fi status, refer to "Wireless Problems" (P.193).

 (Wi-Fi) LED	Printer Status
Off	No wireless LAN access point or router on which the WPS operation is being performed found within the specified time Entering the power saver mode
On	Wireless link established
Blinking normal	Searching/Connecting with wireless LAN access point or router
Blinking slowly	Searching/Connecting with WPS access point or router during wireless operation

Connecting Manually

Use Internet Services to set the SSID.

- 1 Start Internet Services.

Reference

- For more information, refer to "Starting Internet Services" (P.26).

- 2 Click [Properties] tab.
- 3 Click [Port Settings] > [Wireless LAN].
- 4 Enter the SSID.
- 5 Select the Network Type.
- 6 Select the Encryption.
- 7 Enter the WEP Key or Passphrase.
- 8 Re-Enter the WEP Key or Passphrase.
- 9 Click [Apply].

■ Connecting Using [Quick Setup]

You can easily connect the machine to a wireless network using [Quick Setup] in the [Printer Software]. If you use [Quick Setup], you can connect the machine to a network and install software at the same time.

[Printer Software] is available for download at the official website.

Access the following URL to download and install.

<https://support-fb.fujifilm.com/>

You can connect the machine to a wireless network using [Quick Setup] when the following conditions are satisfied:

- Your computer is connected to the access point or wireless router that you want to set on the machine.
- The machine is not connected to another wireless network.

Note

- Connecting the machine to a wireless network using [Quick Setup] may be unavailable depending on your environment.
- When connecting to a wireless LAN environment with the encryption type set to WEP, you cannot use [Quick Setup]. Use Internet Services. For details on Internet Services, refer to "Using Internet Services" (P.26).

Reference

- For details about how to connect the machine to a wireless network and how to install the software using [Quick Setup], see "Installing the Print Driver/Scan Driver" (P.40).

■ Connecting Using Support Tools

You can configure the wireless network settings using the Support Tools in the [Printer Software].

[Printer Software] is available for download at the official website.

Access the following URL to download and install.

<https://support-fb.fujifilm.com/>

You can connect the machine to a wireless network using Support Tools when the following conditions are satisfied:

- Your computer is connected to the access point or wireless router that you want to set on the machine.
- The machine is not connected to another wireless network.

- 1** Extract the software/product manual downloaded to the computer, and double-click "Launcher.exe" in the directory that is generated.
- 2** Click [Support Tools].
- 3** Click [Wi-Fi Settings].
- 4** Follow the on-screen instructions to configure the settings.

Setting the Network Environment

This section describes how to make the settings needed to use the TCP/IP protocol.

Note

- The machine supports IPv6 addresses in an IPv6 network environment. For more information, refer to "Setting the IP Address with the Machine (IPv6)" (P.21).

Setting the IP Address with the Machine (IPv4)

To use the TCP/IP protocol, you must set the machine's IP address.

By default, the machine is set to obtain its IP address automatically.

This setting automatically sets the machine's IP address when the machine is connected to a network containing a DHCP server.

Print the System Settings Report to check whether the machine's IP address has already been set.

If the machine's IP address has not been set, you will need to set the IP address on the control panel.

Note

- If the network has a DHCP server, the machine's IP address may be changed, so check the address periodically.
- The machine can acquire address information automatically by using a BOOTP or RARP server.

Reference

- For information on how to print the System Settings Report, refer to "Printing Reports" (P.145).
- For information on how to set the IP address from the control panel, refer to "Network Settings" (P.135).
After setting the program numbers from 1008 to 1020, print out the System Settings Report, and check the applied settings.

Setting the IP Address with the Machine (IPv6)

The machine supports IPv6 addresses in an IPv6 network environment.

The machine's IP address type is set to IPv4 by factory default. To use the machine in an IPv6 network environment, set the IP mode to "Both IPv4 and IPv6" from the control panel. The IPv6 address is set automatically when the machine is restarted.

Print the System Settings Report to check the IPv6 address.

Reference

- For information on how to print the System Settings Report, refer to "Printing Reports" (P.145).
- For information on how to make settings from Internet Services, refer to "Setting Items on Internet Services" (P.26).
- For information on how to set the IP Mode from the control panel, refer to "Network Settings" (P.135).

Setting the Machine's IP Address with the Support Tool

This section describes how to set the IP address using the Support Tool included in the [Printer Software].

Note

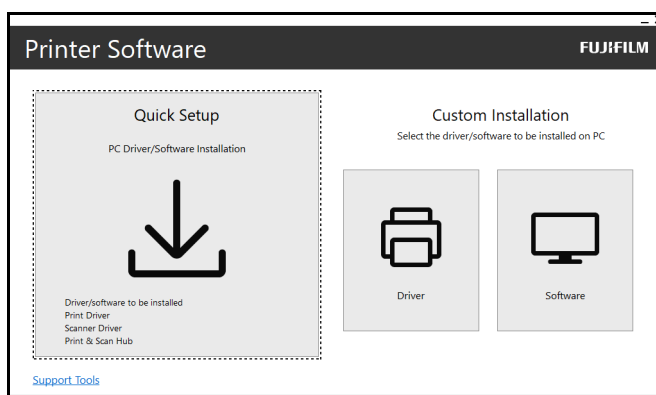
- You can change any settings on the Support Tool, when the machine is in standby status or Power Saver mode and has no running job.

[Printer Software] is available for download at the official website.

Access the following URL to download and install.

<https://support-fb.fujifilm.com/>

- 1 Extract [Printer Software] after downloading to the computer, and double-click on "Launcher.exe" in the generated folder.



- 2 Click [Support Tools].

- 3 Click [IP Address Settings].

- 4 Follow the on-screen instructions to configure the settings.

When the settings are properly configured, the machine reboots automatically and prints System Settings Report.

- 5 Confirm the assigned IP address on the System Settings Report.

Reference

- For information on how to print the System Settings Report, refer to "Printing Reports" (P.145).

Setting the Machine's IP Address with Internet Services

Use Internet Services to set the IP address.

Automatically Setting the IP Address (IPv4)

1 Start Internet Services.

Reference

- For more information, refer to "Starting Internet Services" (P.26).

2 Click [Properties] tab.

3 Click [Protocol Settings] > [TCP/IP].

4 Select [IPv4] for [IP Mode].

5 Select [DHCP/AutoIP], [DHCP], [BOOTP], or [RARP] for [IP Address Resolution].

6 Click [Apply].

7 Turn the power of the machine off, and then on again.

8 Confirm the assigned IP address on the System Settings Report.

Reference

- For information on how to print the System Settings Report, refer to "Printing Reports" (P.145).

Automatically Setting the IP Address (IPv6)

1 Start Internet Services.

Reference

- For more information, refer to "Starting Internet Services" (P.26).

2 Click [Properties] tab.

3 Click [Protocol Settings] > [TCP/IP].

4 Select [Dual Stack] for [IP Mode].

5 Select the [Enabled] check box for [Get IP Address from DHCP].

6 Click [Apply].

7 Turn the power of the machine off, and then on again.

8 Confirm the assigned IP address on the System Settings Report.

Reference

- For information on how to print the System Settings Report, refer to "Printing Reports" (P.145).

Manually Setting the IP Address (IPv4)

1 Start Internet Services.

 **Reference**

- For more information, refer to "Starting Internet Services" (P.26).

2 Click [Properties] tab.

3 Click [Protocol Settings] > [TCP/IP].

4 Select [IPv4] for [IP Mode].

5 Select [Manual] for [IP Address Resolution].

6 Enter the IP address in [Machine IP Address].

7 Click [Apply].

8 Turn the power of the machine off, and then on again.

9 Confirm the assigned IP address on the System Settings Report.

 **Reference**

- For information on how to print the System Settings Report, refer to "Printing Reports" (P.145).

Manually Setting the IP Address (IPv6)

1 Start Internet Services.

 **Reference**

- For more information, refer to "Starting Internet Services" (P.26).

2 Click [Properties] tab.

3 Click [Protocol Settings] > [TCP/IP].

4 Select [Dual Stack] for [IP Mode].

5 Select the [Enabled] check box for [Enable Manual Address].

6 Enter the IP address in [IP Address].

7 Click [Apply].

8 Turn the power of the machine off, and then on again.

9 Confirm the assigned IP address on the System Settings Report.

 **Reference**

- For information on how to print the System Settings Report, refer to "Printing Reports" (P.145).

Activating the Communication Port To Use

Use Internet Services to activate the communication port you want to use. You can activate the following ports:

Port	Description
SNMP	Activate this port to use the SNMP protocol (used for operations such as loading the machine's information to the print driver).
LPD	Activate this port to print when using LPD.
Port9100	Activate this port to print when using Port9100.
Network TWAIN	Activate this port to scan using a PC-based application

Note

- You can change any settings on Internet Services, when the machine is in standby status or Power Saver mode and has no running job.

Reference

- For information on how to make settings from Internet Services, refer to "Setting Items on Internet Services" (P.26)

1 Start Internet Services.

Reference

- For more information, refer to "Starting Internet Services" (P.26)

2 Click [Properties] tab.

3 Click [Port Status].

4 Select the check box for the port to use.

5 Click [Apply].

6 Turn the power of the machine off, and then on again.

Using Internet Services

Internet Services

Internet Services provides services such as changing settings using a web browser on a computer connected to a TCP/IP network environment.

 **Note**

- The IP address of the machine also needs to be set. For information on how to set the IP address, refer to "Setting the Network Environment" (P.21).
- You can change any settings on Internet Services, when the machine is in standby status or Power Saver mode and has no running job.

Starting Internet Services

To start Internet Services:

- 1** Start your computer and a web browser.
- 2** In your web browser's address bar, enter the machine's IP address or URL, and then press the <Enter> key.

The top page of Internet Services is displayed.

 **Note**

- If your network uses DNS (Domain Name System) and the machine's host name is registered on the domain name server, you can access the machine using the Internet address combining the host name and the domain name. For example, if the host name is "myhost", and the domain name is "example.com" then the Internet address is "myhost.example.com".
- When specifying a port number, add ":" and the port number after the IP address or the Internet address.
- The IPv6 address cannot be entered manually in some cases depending on the web browser that you use.
- HTTPS is not supported.

Setting Items on Internet Services

The table below lists the menu items on the Internet Services screens.

 **Note**

- You must have a user ID and a password to change the settings. For the default user ID and password, see the Basic Operation Guide that came with the machine.
- You cannot enter the system administration mode from a computer while the machine control panel is being used or the machine side is in the system administration mode, or there are any current or pending jobs. Also, you cannot operate the machine control panel while entering the system administration mode from a computer.

Tab	Menu Item	See Page:
Properties		(P.28)
	Description	(P.28)
	General Setup	(P.28)
	Usage Counters	(P.28)
	Power Saver Settings	(P.28)
	Status Messenger	(P.29)
	Internet Services Settings	(P.29)
	Port Status	(P.29)
	Port Settings	(P.29)
	Ethernet	(P.29)
	Wireless LAN	(P.29)
	Wi-Fi Direct	(P.30)
	Protocol Settings	(P.31)
	TCP/IP	(P.31)
	LPD	(P.33)
	Port 9100	(P.34)
	IPP	(P.34)
	Bonjour	(P.34)
	WSD	(P.34)
	SNMP	(P.35)
	E-mail	(P.35)
	HTTP	(P.36)
	Network TWAIN	(P.37)
	SNTP	(P.37)
	Security	(P.37)
	Administrator Settings	(P.37)
	IP Filter	(P.38)
SSL/TLS Server Communication	(P.39)	
Support		(P.39)
	Support	(P.39)



Important

- Double-byte characters cannot be used in Internet Services.

[Properties] Tab



Note

- You can apply changes by pressing [Apply].
- Reboot the machine to enable new settings.

Description

Machine Model

The product name is displayed.

Serial Number

The product serial number is displayed.

Machine Name

You can enter the machine name.

Up to 31 characters can be entered.

However, : (colon), = (equal), @ (at sign) and *(asterisk) cannot be used.

Location

You can enter the machine's location (up to 64 ASCII code characters).

Contact Person

You can enter the contact person's information (up to 64 ASCII code characters).

Administrator's E-mail Address

You can enter the e-mail address of the system administrator (up to 64 characters).

Comment

You can enter machine comments (up to 255 ASCII code characters).

General Setup

■ Usage Counters

You can check the total number of pages printed for each service.

■ Power Saver Settings

Time to Low Power Mode

You can set the time elapse from the last operation until the machine enters Low Power mode. You can set a value between 1 and 50 minutes.

Time to Sleep Mode

You can set the time elapse from Low Power mode until the machine enters Sleep mode. You can set a value between 1 and 10 minutes.

■ Status Messenger

Notification Items

E-mail Address

You can set the e-mail address of the machine.

Consumables Status

The status of consumables is displayed.

Paper Jam Status

The status of paper jams is displayed.

Items other than the above

The status of items other than consumables and paper jams is displayed.

E-mail Settings

You can edit the e-mail settings by pressing [Edit].

■ Internet Services Settings

Web Page Title

Select the web page title. Select [Internet Services] or [Printer model-IP Address].

Port Status

You can activate or deactivate communication ports.

You can select from [LPD], [Port9100], [IPP], [Bonjour], [SNMP], [StatusMessenger], [WSD], [SNTP], and [Network TWAIN].

Activate each port by checking its checkbox.

Port Settings

■ Ethernet

Configure Ethernet settings.

Ethernet Settings

Select the Ethernet settings. You can select [Auto], [10Base-T Half-Duplex], [10Base-T Full-Duplex], [100Base-TX Half-Duplex], or [100Base-TX Full-Duplex].

Current Ethernet Settings

The current Ethernet settings are displayed.

MAC Address

The machine's MAC address is displayed.

■ Wireless LAN

Enables or disables the Wi-Fi port.

Wireless Settings

SSID

Enter the SSID. The following characters can be entered:

- Up to 32 bytes (single-byte only)
- Alphanumeric characters and symbols

Network Type

Select the network type. Select [Infrastructure] or [Ad Hoc].

MAC Address

The machine's MAC address is displayed.

Link Channel

Displays the channel number of the connection when the printer is connected to a wireless network.

Link Quality

Displays the quality of the connection when the printer is connected to a wireless network.

Security Settings

Encryption

Select the security method. When you do not use encryption, select [No Security].

WEP Key 1, WEP Key 2, WEP Key 3, WEP Key 4

Enter the WEP key. Displays when [Encryption] is set to [WEP].

Re-enter WEP Key 1, Re-enter WEP Key 2, Re-enter WEP Key 3, Re-enter WEP Key 4

Enter the WEP key again for confirmation.

Transmit Key

Enter the WEP key to be used for transmission. Displays when [Encryption] is set to [WEP].

Mixed Mode PSK/WPA2-PSK-AES/WPA3-SAE/WPA2/WPA3-SAE Mixed Mode

Passphrase

Enter the passphrase/key. A null cannot be set. Displays when [Encryption] is set to [Mixed Mode PSK], [WPA2-PSK-AES], [WPA3-SAE], or [WPA2/WPA3-SAE Mixed Mode].

Re-enter Passphrase

Enter the passphrase/key again for confirmation.

■ **Wi-Fi Direct**

Specify whether to enable the Wi-Fi Direct connection.

Wi-Fi Direct

Group Role

Select the group role of the machine.

Device Name

Enter the device name to be identified over the Wi-Fi Direct network. This option is displayed when [Auto] is selected for [Group Role]. A null cannot be set. The following characters can be entered:

- Up to 32 bytes (single-byte only)
- Alphanumeric characters and symbols

□ WPS Setup

You can select [PBC] or [PIN] as the WPS setup method.

Group Owner**□ SSID (Character string following DIRECT)**

Enter the name to be identified over the Wi-Fi Direct network. A null cannot be set. This option is displayed when [Group Owner] is selected for [Group Role]. The following characters can be entered:

- Up to 23 bytes (single-byte only)
- Alphanumeric characters and symbols

□ Passphrase

Displays the passphrase. This option is displayed when [Group Owner] is selected for [Group Role]. Confirm it when you enter the passphrase into your Wi-Fi mobile device.

□ IP Address

Displays the IP address of the DHCP server when connected using Wi-Fi Direct.

□ Subnet Mask

Displays the subnet mask of the DHCP server when connected using Wi-Fi Direct.

Status**□ Paired Device**

Displays the number of mobile devices currently connected.

□ Current Role

Displays the current group role of the machine.

□ Current SSID

Displays the current SSID.

Protocol Settings**■ TCP/IP**

You can set the IP operation mode.

□ Protocol

[Enabled] is displayed.

□ Physical Connection

[Ethernet] is displayed.

□ Host Name

[Host Name] is displayed.

□ IP Mode

You can set the IP operation mode. Select [Dual Stack] to use an IPv6 address.

IPv4

IP Address Resolution

You can set the method used to acquire the IP Address, Subnet Mask and Gateway Address. You can select from [DHCP/AutoIP], [DHCP], [BOOTP], [RARP], or [Manual] for the address acquisition method.

Machine IP Address

You can enter the IP address when [Manual] is selected for [IP Address Resolution].

Subnet Mask

You can enter the subnet mask when [Manual] is selected for [IP Address Resolution].

Gateway Address

You can enter the gateway address when [Manual] is selected for [IP Address Resolution].

IPv6

Enable Manual Address

You can check this checkbox to enter the IP address and gateway address directly.

Get IP Address from DHCP

Select this check box to automatically set the DNS server address using DHCP.

IP Address

You can enter the IP address when the [Enable Manual Address] checkbox is checked.

Stateless Address 1, Stateless Address 2, Stateless Address 3

Displays the automatically configured IPv6 stateless addresses. Up to three addresses can be displayed.

Stateful Address

Link-Local Address

The automatically assigned link-local address is displayed.

Gateway Address

You can enter the gateway address when the [Enable Manual Address] checkbox is checked.

Automatically Configured Gateway Address

The automatically assigned gateway address displayed.

DNS

DNS Domain Name

Enter the domain name using up to 255 characters.

IPv4

Obtain DNS Server Address Automatically

Enables/disables the automatic setting of the DNS server address via DHCP. Check this check box to enable the feature.

DNS Server Address

Enter the DNS address.

IPv6 **Obtain DNS Server Address Automatically**

Enables/disables the automatic setting of the DNS server address via DHCP. Check this check box to enable the feature.

 DNS Server Address

Enter the DNS address.

 Dynamic DNS Registration (IPv4):, Dynamic DNS Registration (IPv6):

Configures the settings for DNS dynamic updates.

When [Dual Stack] is selected for [IP Mode], configure this setting for IPv4 and IPv6 respectively.

[Enabled]:

Check to enable DNS dynamic updates.

[Overwrite]:

Check to overwrite the DNS server database.

 Generate Domain Search List Automatically:

Check this check box to create the domain search list automatically.

 Domain Name 1:, Domain Name 2:, Domain Name 3:

Enter the domain name using up to 255 characters.

 Connection Time-Out:

Enter the time-out period when searching the DNS server. Enter a value for the connection time-out between 1 and 60 seconds.

 DNS Resolution via IPv6 First:

If [IP Mode] is set to [Dual Stack], check this check box to enable the feature.

When two Ethernet interfaces are used, this setting will be applied to each interface in common.

■ LPD

You can set the LPD port.

 LPD Port Status

You can check [Enabled] to use LPD.

 Physical Connection

[Ethernet] is displayed.

 Port Number

You can set the LPD port No. (a value between 1 and 65535). You must set a unique number for each port.

 Connection Time-Out

You can set the timeout period that the machine waits before terminating the connection when incoming data stops (between 2 and 3600 seconds).

 Maximum Connection per Port

The maximum number of connections is displayed.

IP Filter

You can edit the IP filter settings.

■ **Port 9100**

You can set the Port 9100 protocol.

Port 9100 Port Status

You can check [Enabled] to use Port9100.

Physical Connection

[Ethernet] is displayed.

Port Number

You can set the Port9100 port No. (a value between 1 and 65535).

You must set a unique number for each port.

Connection Time-Out

You can set the timeout period that the machine waits before terminating the connection when incoming data stops (between 2 and 3600 seconds).

Maximum Connection per Port

The maximum number of connections is displayed.

IP Filter

You can edit the IP filter settings.

■ **IPP**

You can set the IPP protocol.

Printer URI

You can check the printer URI.

Connection Time-Out

You can set the timeout period that the machine waits before terminating the connection when incoming data stops (between 1 and 1000 seconds).

Port Number

The default IPP port number 631 will be displayed. This is a display-only item.

■ **Bonjour**

You can set the Bonjour protocol.

Host Name

Enter up to 32 single-byte characters for the host name.

Available characters are ASCII alphanumeric characters and [-]. However, [-] cannot be used as the first character.

Printer Name

Enter a printer name. Up to 62 characters can be entered.

You can use only ASCII printable characters (space code and ASCII graphic characters, Code point between 32 and 126 characters).

■ **WSD**

You can set the Web Services on Devices (WSD) protocol.

Port Number

Enter the port number used for Web Services on Devices (WSD) transmission. You can enter 80 or a value from 800 to 9999 (default: 9867).

Do not use the numbers assigned to the other ports.

 Data Receive Time-Out

Enter the timeout period for receiving data from Web Services on Devices (WSD) clients between 1 and 65535 seconds in 1 second increments.

 Notification Delivery Time-Out

Enter the timeout period for notification delivery to Web Services on Devices (WSD) clients between 1 and 60 seconds in 1 second increments.

 Maximum Number of Subscribers

Enter the maximum number for reserved notification between 10 and 20.

■ SNMP

You can set the SNMP protocol.

 Enable SNMP v1/v2c Protocols

Click this check box to enable SNMP v1/v2c Protocols.

Click the [Edit SNMP v1/v2c Properties] button to display [Edit SNMP v1/v2c Properties] screen.

 Enable SNMP v3 Protocol

Click this check box to enable SNMP v3 Protocol.

Click the [Edit SNMP v3 Properties] button to display [Edit SNMP v3 Properties] screen.

■ E-mail**SMTP Server Settings** **Machine's E-mail Address**

Enter the e-mail address of the device with up to 128 characters.

 Server IP Address (Host Name)

Enter the SMTP server address with up to 256 characters. The ASCII characters can only be used.

 SMTP Server Port Number

Enter a port number for sending e-mail via the SMTP server. Enter a value for the port number between 1 and 65535.

Do not use the numbers assigned to the other ports.

Send Authentication **E-mail Send Authentication**

Select the authentication method for sending e-mail. Select [Invalid], [POP before SMTP(Plain)], [POP before SMTP(APOP)], [SMTP AUTH(Plain)], [SMTP AUTH(Login)], [SMTP AUTH(CRAM-MD5)], or [SMTP AUTH(AUTO)].

Login Name

Enter the login name for verification purpose at the SMTP server.

Up to 64 characters can be entered, including . (dot), - (hyphen), _ (underscore) and @ (at sign).

An alias cannot be set. You can set any name for the address section (on the right side of @), with the combination of the host name and domain name.

<Example> mymail@host.example.com

- Account name: mymail
- Host name: host
- Domain name: example.com

Password

Up to 64 characters can be entered for the password used for the SMTP server verification.

The password will be displayed as asterisks (***)

Re-enter Password

Re-enter the password for verification.

The password will be displayed as asterisks (***)

POP3 Server Settings

POP3 Server Address

Enter the POP3 server address with up to 256 characters. The ASCII characters can only be used.

POP3 Server Port Number

Enter a value for the port number between 1 and 65535.

Do not use the numbers assigned to the other ports.

Login Name

Enter the POP user address.

Up to 64 characters can be entered, including . (dot), - (hyphen), _ (underscore) and @ (at sign).

You can use only ASCII graphic characters (Code point between 33 and 126 characters).

Password

Enter the POP user password. Up to 64 characters can be entered.

You can use only ASCII printable characters (space code and ASCII graphic characters, Code point between 32 and 126 characters).

The password will be displayed as asterisks (***)

Re-enter Password

Re-enter the password for verification.

The password will be displayed as asterisks (***)

■ **HTTP**

You can set the HTTP protocol.

Physical Connection

[Ethernet] is displayed.

 Port Number

You can set the port No. used for HTTP communication (a value between 1 and 65535).

You must set a unique number for each port.

 Maximum Number of Sessions

The maximum number of sessions is displayed.

 Keep Alive Timeout

The keep-alive timeout period is displayed.

 Connection Time-Out

Set the connection timeout period from 1 through 255 seconds.

■ Network TWAIN

You can set the Network TWAIN protocol.

 Network Twain Port Status

You can check [Enabled] to use Network TWAIN.

 Connection Time-Out

Set the connection timeout period from 1 through 255 seconds.

■ SNTP

You can set the SNTP protocol.

 IP Address / Host Name

Enter the SNTP server address or host name with up to 256 characters. The ASCII characters can only be used.

 Connection Time-Out

You can set the connection timeout period from 1 through 120 seconds.
(Default: 60)

 Time Synchronization Interval

You can set the time Synchronization interval from 1 through 500 hours.
(Default: 168)

 Last Connection Time

You can check the last connection time.

 Connection Status

You can check the connection status.

Security**■ Administrator Settings**

You can set the system administrator's user ID and the password.

 Administrator Mode

To change the administrator settings, select [Enabled].

□ Administrator Login ID

You can enter the system administrator's user ID (between 1 and 32 ASCII code characters in length, excludes "+", ";", "<", ">", "\"", "?", "[", "]", ":", "{", "}", "|", ":", ".").

 **Note**

- You must have a user ID and a password to change the settings. For the default user ID and password, see the Basic Operation Guide that came with the machine.

□ Administrator Password

You can set the system administrator's password (between 4 and 12 ASCII code characters. Blank is not allowed).

 **Note**

- You must have a user ID and a password to change the settings. For the default user ID and password, see the Basic Operation Guide that came with the machine.

□ Re-enter Password

You need to re-enter the system administrator's password.

□ Maximum Login Attempts

When login attempts using the system administrator's user ID fail repeatedly, access is denied when the number of failed attempts reaches the number set here.

Specify a number between 0 and 10. Specify 0 to disable this setting.

The total number of failed authentication attempts is reset when authentication is successful or the system is restarted.

■ IP Filter

You can restrict the supported IP addresses.

□ IPv4 Filtering

- [Add] button

The Add IP Filter Rule - IPv4 screen is displayed. You can add the accessible IPv4 address. You can add up to 10 IPv4 addresses.

- [Edit] button

The Edit IP Filter Rule - IPv4 screen is displayed. You can edit the accessible IPv4 address.

- [Delete] button

You can delete the accessible IPv4 address.

IP Filtering

□ IP Filtering

You can check [Enabled] to enable IP Filtering.

IP Filter Rule List

□ Rule Number

Displays the entry numbers for the access permitted IP addresses.

□ Source IP/Mask

Displays the access permitted IPv4 addresses.

□ IPv6 Filtering

- [Add] button

The Add IP Filter Rule - IPv6 screen is displayed. You can add the accessible IPv6 address. You can add up to 10 IPv6 addresses.

- [Edit] button

The Edit IP Filter Rule - IPv6 screen is displayed. You can edit the accessible IPv6 address.

- [Delete] button

You can delete the accessible IPv6 address.

IP Filtering**□ IP Filtering**

You can check [Enabled] to enable IP Filtering.

IP Filter Rule List**□ Rule Number**

Displays the entry numbers for the access permitted IP addresses.

□ Source IP/Mask

Displays the access permitted IPv4 addresses.

■ SSL/TLS Server Communication

You can configure the SSL/TLS Settings.

□ SSL/TLS Server Communication

You can check [Enabled] to enable SSL/TLS Server communication.

□ SMTP-SSL/TLS Communication

Set the SSL / TLS communication for SMTP. Select [Disabled], [STARTTLS (If Available)], [STARTTLS], or [SSL / TLS].

Machine Digital Certificate**□ Create New Certificate**

Click [Create New Certificate] to select whether you create a self-signed certificate or a Certificate Signing Request (CSR).

□ Public Key Method

Set the digital signature algorithm. Select [RSA/SHA-1] or [RSA/SHA-256].

□ Public Key Size

Select [1,024 bits] or [2,048 bits].

□ Issuer

Enter the issuer of the certificate using up to 64 characters.

□ Validity

Enter the validity date of the certificate between 1 and 9,999.

[Support] Tab**■ Support**

The link for support information is displayed.

Installing the Print Driver/Scan Driver

To enable the machine to print and scan, you need to install respective drivers on your computer.

The following drivers are included in the [Printer Software].

[Printer Software] is available for download at the official website.

Access the following URL to download and install.

<https://support-fb.fujifilm.com/>

Note

- Perform one of the following procedures in advance.
 - USB Connection (P.16)
 - Ethernet Connection (P.17)
 - Wireless Connection (P.18)

Driver Name	Description
Print Driver	The recommended print driver for this model
Scanner Driver	Includes the following: <ul style="list-style-type: none"> • TWAIN-compatible Scan Driver • Windows Image Acquisition (WIA)-compatible Scan Driver

The [Printer Software] offers the two types of installation menus: Quick Setup and Custom Installation.

■ Quick Setup

To install easily the basic drivers and software.

- Print Driver
- Scanner Driver
- Print & Scan Hub

Reference

- For more information on operating Print & Scan Hub, refer to "Using Print & Scan Hub" (P.42).

- 1** Extract [Printer Software] after downloading to the computer, and double-click on "Launcher.exe" in the generated folder.
- 2** Click [Quick Setup].
- 3** Follow the on-screen instructions to complete the setup.

■ Custom Installation

Install a specific driver or piece of software.

Reference

- For more information, refer to the Media Information included in the [Printer Software].

- 1** Extract [Printer Software] after downloading to the computer, and double-click on "Launcher.exe" in the generated folder.

- 2** Click [Driver] or [Software].
If you selected [Software], proceed to step 5.
- 3** Select [I accept the terms of the license agreement], and click [Next].
- 4** Select your connection method and click [Next].
- 5** Follow the on-screen instructions to complete the setup.

Using Print & Scan Hub

Print & Scan Hub

Print & Scan Hub is a software which provides the following services:

- Display the status of the machine.
- Perform scan jobs, and then edit the scanned data as necessary.

Installing Print & Scan Hub

You can install Print & Scan Hub from the [Printer Software].

[Printer Software] is available for download at the official website.

Access the following URL to download and install.

<https://support-fb.fujifilm.com/>

The [Printer Software] offers the two types of installation menus: Quick Setup and Custom Installation.

■ Quick Setup

To install easily the basic drivers and software.

■ Custom Installation

To install Print & Scan Hub only.

Reference

- For more information on the Quick Setup and Custom Installation menus, refer to "Installing the Print Driver/Scan Driver" (P.40).

Scanning With the Print & Scan Hub

You can use the machine's [Print & Scan Hub] software to scan a document.

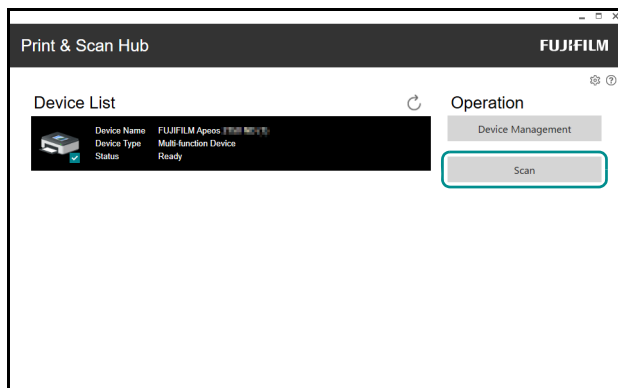
- 1** Place the document on the machine.

Reference

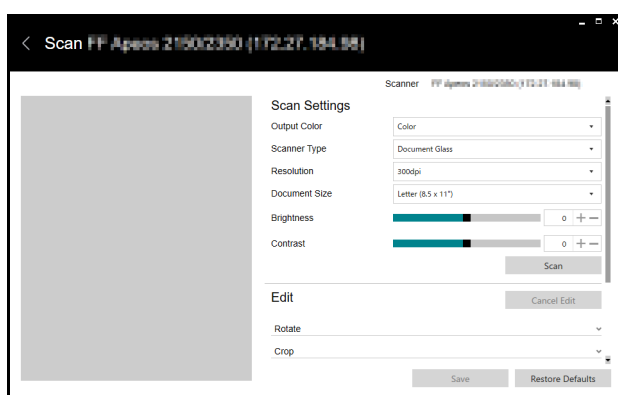
- For more information on placing the document, refer to "Placing the Document" (P.107).

- 2** Click [Start] > [FUJIFILM Print & Scan Hub] > [Print & Scan Hub] on the computer.
- 3** From [Device List], select this machine

4 Click [Scan].



5 Configure the scan settings as needed using [Scan Settings].



Note

- You can rotate or trim the scanned image.
- You can save the scanned image in the JPG, PNG, or PDF format.

6 Click [Scan] to scan.

7 Edit scanned data as necessary using [Edit].

8 When saving scanned data, use [Save Settings] to specify the file format, filename and the location in which to store it.

9 Click [Save].

Checking the Machine Status

Note

- This feature is available only when the machine is connected to a network.

You can check whether the machine has generated an error.

1 Click [Start] > [FUJIFILM Print & Scan Hub] > [Print & Scan Hub] on the computer.

2 From [Device List], select this machine, and click on [Device Management].

3 Check the status of the machine.

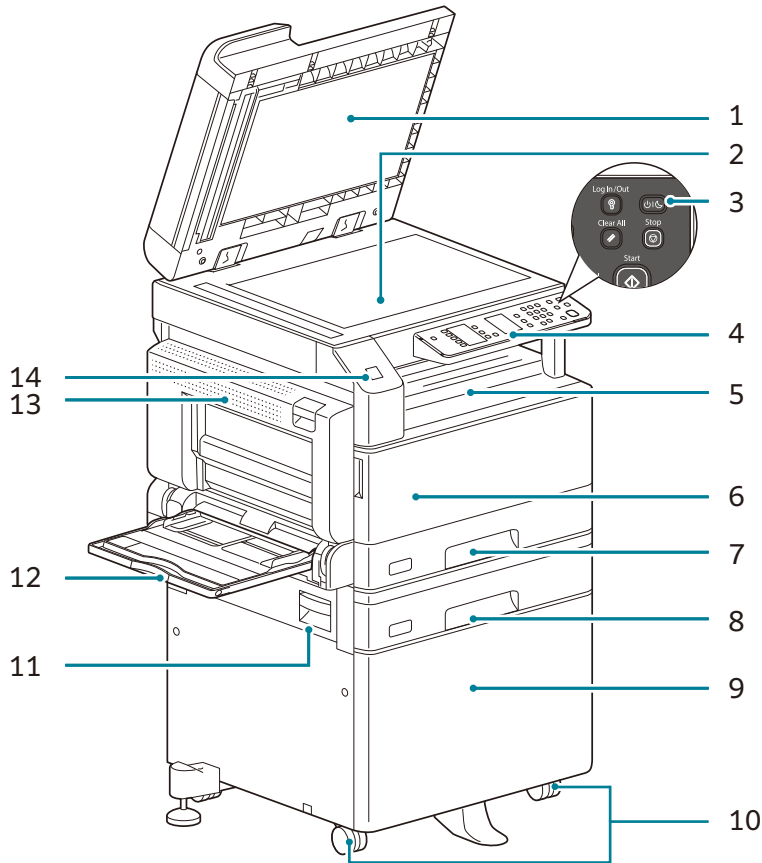
3

Product Overview


Machine Components

This section describes the machine components and their functions.

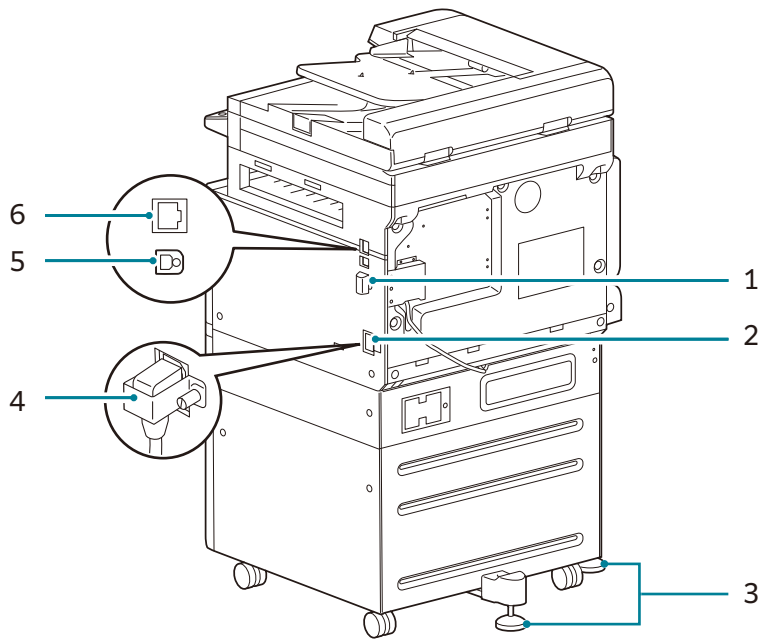
Front, Left Side



No.	Component	Description
1	Document cover	Holds document in place.
2	Document glass	Place document here.
3	<Power/Power Saver> button	Press this when the power of the machine is off to turn the power on. Press this when the power of the machine is on to activate the Power Saver mode. Press and hold for 6 seconds or longer to turn the power off. Reference <ul style="list-style-type: none"> For more information, refer to "Power Source" (P.51) and "Power Saver Mode" (P.53).
4	Control panel	Contains the buttons, LED indicators, and status machine diagram used for operations. Reference <ul style="list-style-type: none"> For more information, refer to "Control Panel" (P.55).
5	Center tray	Copies and prints are delivered here, facing down.
6	Front cover	Open this cover to replace consumables.

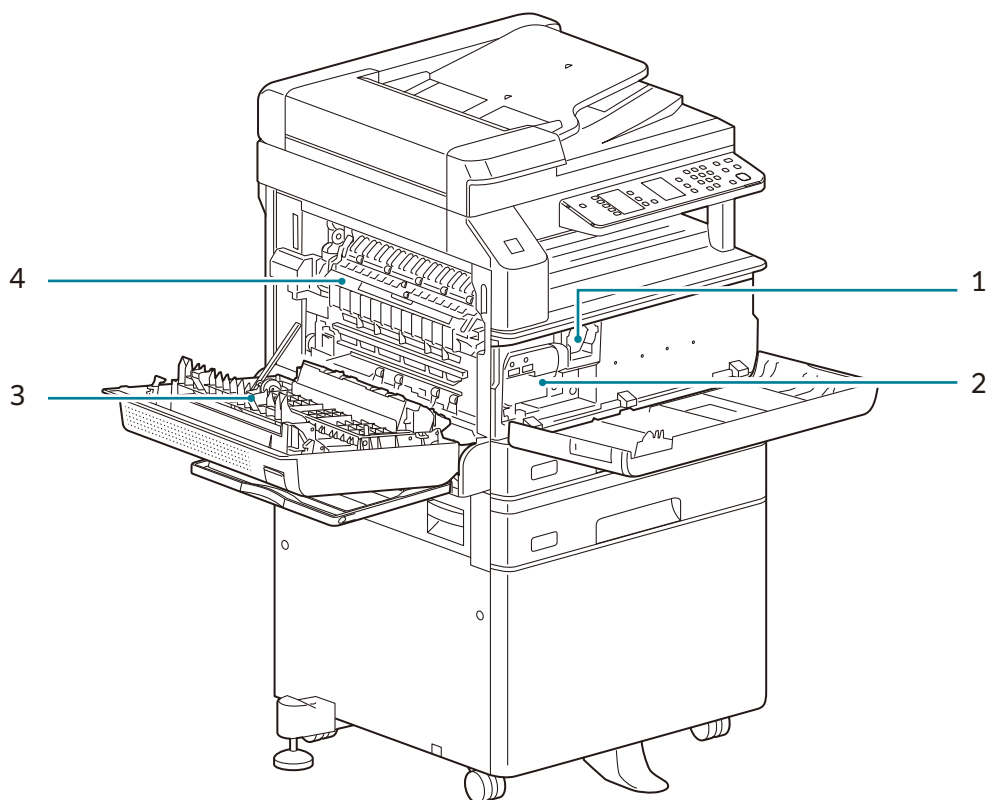
No.	Component	Description
7	Tray 1 (standard tray)	Load paper here.
8	Tray 2 (One Tray Module) (Optional)	Optional tray. Load paper here.
9	Cabinet (Optional)	Mounts the machine on the floor. Contains storage space for paper. This cabinet is available when the One Tray Module is installed.
10	Locking casters	Locks the wheels of the machine. Lock these casters after moving the machine to its installation site.
11	One tray module cover [B]	Open this cover to remove any jammed paper from Tray 2.
12	Bypass tray	Load paper here. The tray can be extended.
13	Left cover [A]	<p>Open this cover to remove any jammed paper.</p> <p> Note</p> <ul style="list-style-type: none"> When the machine works properly, this cover is locked. To open this cover, make sure to exit Sleep mode and turn the machine's power off.
14	NFC reader	<p>The machine uses near field communication (NFC) to start communication between the machine and a mobile device that is placed near the NFC reader. The Print Utility is required to use NFC. For more information on NFC, see the official website.</p>


Right Side, Rear



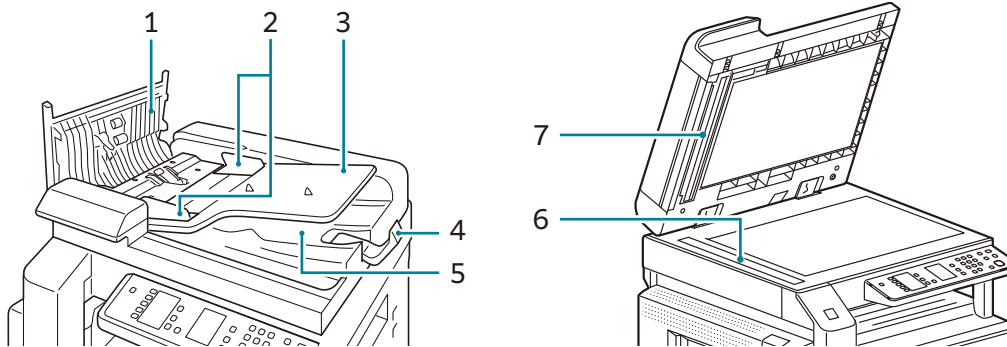
No.	Component	Description
1	Wireless LAN Kit (Optional)	Optional Wireless LAN Kit. Used for wireless LAN connections. Contact our local representative.
2	Power cord connector	Connects the power cord.
3	Adjusting foot	Prevents the machine from toppling over. Move the machine to its installation site and then rotate this adjuster in clockwise direction until it touches a floor.
4	Bracket	Make sure to install this bracket when attaching the cabinet (optional).
5	USB 2.0 interface connector (Type B)	Connect a USB 2.0 cable.
6	100BASE-TX interface connector	Connect a network cable.

Inside



No.	Component	Description
1	Toner cartridge	Contains toner (the powder used to form the image).
2	Drum cartridge	Contains photoconductors.
3	Duplex Output Unit	Performs two-sided printing.
4	Fusing unit	Fuses toner on paper.  Important <ul style="list-style-type: none"> Do not touch this unit as it is extremely hot.

Duplex Automatic Document Feeder (Optional for the Apeos 2150 ND)



No.	Component	Description
1	Document feeder cover	Open this cover to clear paper jams.
2	Document guides	Use these guides to align the edges of documents.
3	Document feeder tray	Load documents here.
4	Document stopper	Prevents outputs from falling off.
5	Document output tray	Scanned documents are delivered here.
6	Side1 constant velocity glass (main unit side)	Scans the front surface of the documents placed in the tray.
7	Side2 constant velocity glass (DADF side)	Scans the back surface of the documents placed in the tray.

 **Note**

- In this guide, the duplex automatic document feeder is referred to as the "document feeder".


Power Source

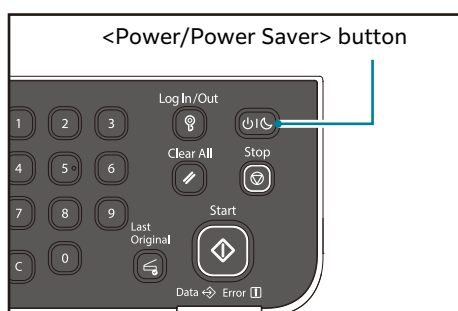
Turning the Power On

The following describes how to turn the power on.

The machine takes approximately 18 seconds or less to warm up and to be ready to copy or print after the power is turned on. It may take slightly longer than normal depending on the device configuration.

Turn the power off at the end of the day or when not using the machine for an extended period of time.

- 1 Press the  <Power/Power Saver> button on the control panel to turn the power on.



Note

- While the machine is warming up, the status machine diagram displays as shown in the image. The machine is not accessible while it's warming up.



- Make sure that the power cable is connected to the machine and the wall outlet properly.

Turning the Power Off


The following describes how to turn the power off.

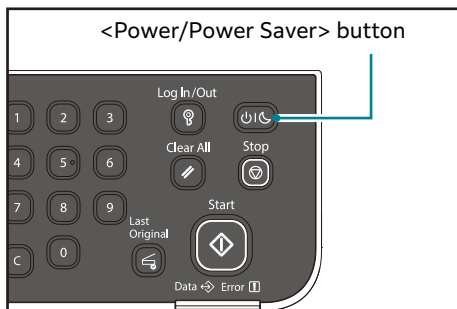
 **Important**

- Do not turn the power off in the following situations. If the power is turned off, the processing data may be erased.
 - While data is being received
 - While a job is being printed
 - While a job is being copied
 - While a job is being scanned
- When turning the power off, wait 5 seconds after outputs have been delivered.

 **Note**

- When powering the machine on after it has been turned off, wait 10 seconds after the display goes off.

- 1** Before turning the power off, make sure that the machine has completed all copy or print jobs. Then, make sure that the <Data> indicator does not light up.
- 2** Press and hold the  <Power/Power Saver> button on the control panel for 6 seconds or longer to turn the power off.



Power Saver Mode

The machine is installed with the Power Saver function that will automatically cut off the electricity to the machine if no copy or print data is received for a certain duration.

There are two Power Saver modes: Low Power mode and Sleep mode.

■ Low Power Mode

The machine's power is not turned off completely in Low Power mode. Instead, this mode creates a balance between low power consumption and short warm-up time by controlling the temperature of the fusing unit to a level midway between the power off temperature and the "Ready" temperature.


■ Sleep Mode

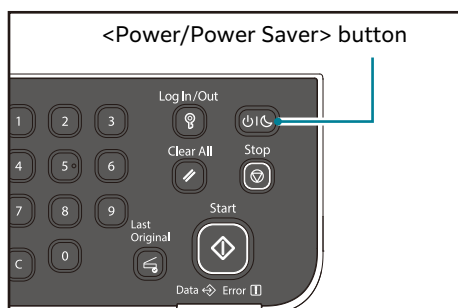
Sleep mode minimizes power consumption by shutting off the power to all components except the controller. Warm-up time in Sleep mode is longer than in Low Power mode.

Important

- The machine does not enter Sleep Mode when any error (other than Toner Empty or Drum Life End error) occurred.

Entering Power Saver Mode

The display goes off, and the  <Power/Power Saver> button of the control panel lights up when the machine is in the Power Saver mode.



You can set the length of time to wait until the machine enters Low Power/Sleep mode.

Low Power mode is set to [1 minute] and Sleep mode to [1 minute] as default. If the machine is left idle for 1 minute, it switches to Low Power mode. If it is left idle for another minute, it switches to Sleep mode.

You can set the amount of time the machine waits before entering Low Power mode from 1 to 50 minutes, and the amount of time the machine waits before entering Sleep mode from 1 to 10 minutes.

Important

- The fusing unit life is largely influenced by power distribution time on the machine. Setting the amount of time the machine waits before activating the Power Saver function to a long value will keep the machine's power on longer, and the fusing unit may have to be replaced more


often. It may cause an early replacement of the fusing unit of the machine. For more information, contact our local representative.

 **Reference**

- For more information on how to set the time interval for Low Power mode and/or Sleep mode, refer to "System Settings" (P.127) and "Power Saver Settings" (P.28).

Exiting Power Saver Mode


The following describes how to deactivate Power Saver mode.

The machine exits Power Saver mode and the  <Power/Power Saver> button light is turned off in the following instances:

■ Exiting Low Power mode

- Receiving a job
- Pressing any button on the control panel
- Taking paper out or putting in a tray
- Opening or closing any cover of the machine

■ Exiting Sleep mode

- Receiving a job
- Pressing the  <Power/Power Saver> button
- Pressing any button on the control panel*

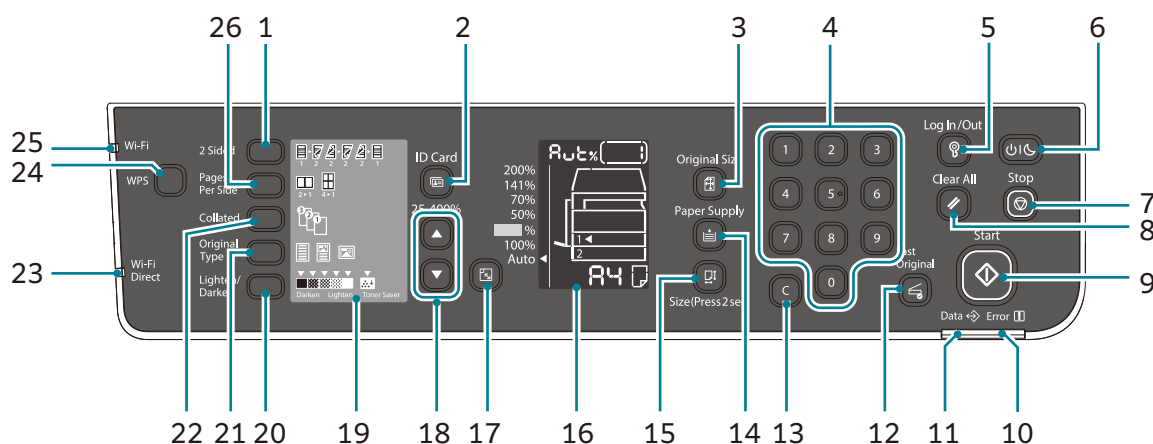
*: This feature is available only when the Return from Sleep Mode by Any Key feature is enabled.

 **Reference**




- For more information, refer to "System Settings" (P.127).








Control Panel








The names and functions of the control panel's components are described below.



No.	Component	Description
1	<2 Sided> button	<p>Press this button to select 1 Sided or 2 Sided copying. Normally, the icon is off (1 → 1 Sided). The selection moves to the right from off (1 → 1 Sided) → [1 → 2 Sided] → [2 → 2 Sided] → [2 → 1 Sided] every time that the button is pressed. As you press the button when the [2 → 1 Sided] is selected, the indicator light is turned off again.</p> <p>Reference</p> <ul style="list-style-type: none"> For more information, refer to "2 Sided" (P.90).
2	<ID Card> button	<p>Press this button to use the copy (ID card) feature. While the copy (ID card) feature is selected, the button is lit.</p> <p>Reference</p> <ul style="list-style-type: none"> For more information, refer to "ID Card" (P.97).
3	<Original Size> button	<p>Press this button to specify the scanning size and orientation for using the document glass. When the document is placed on the document feeder, the scanning size is set automatically. The scanning size changes on the status machine diagram every time that the button is pressed.</p> <p>Reference</p> <ul style="list-style-type: none"> For more information, refer to "Original Size" (P.102). <p>Press this button to switch the copy mode while the copy (ID card) feature is selected.</p>
4	Numeric keypad	Press these numeric buttons to enter numbers, such as the total number of copies.

No.	Component	Description
5	<Log In / Out> button	<p>Press and hold this button for more than 4 seconds to enter the System Administrator mode. Press this button to exit the System Administration mode. The <Log In/Out> button is lit in the System Administration Mode.</p> <p> Reference</p> <ul style="list-style-type: none"> For more information, refer to "Enter System Administration Mode" (P.123).
6	 <Power/Power Saver> button	<p>Press this button when the power of the machine is off to turn the power on. Press this when the power of the machine is on to activate the Power Saver mode for saving power. Press and hold for six seconds or longer when the power of the machine is on to turn the power off. Press this button to exit the Power Saver mode.</p> <p> Reference</p> <ul style="list-style-type: none"> For more information, refer to "Power Source" (P.51) and "Power Saver Mode" (P.53).
7	<Stop> button	Press this button to cancel a current job or errored job.
8	<Clear All> button	Press this button to reset the displayed settings of each feature to default values or clear the entered numbers. The setting is returned to the same condition as the machine is powered on.
9	<Start> button	<p>Press this button to start scanning documents or confirm the value of each setting. This button lights up while the machine is waiting for the next operation. The button also blinks while the machine is waiting for the settings to be confirmed or waiting for the next document to scan. You cannot start a job when the button goes out.</p>
10	<Error> indicator	<p>Blinks when a system error occurs. And it is lit when an error other than system errors (such as paper jam or out of paper) occurs in the machine.</p>
11	<Data> indicator	Blinks while the machine is sending or receiving data from a client.
12	<Last Original> button	<p>Press this button when the last document has already been scanned. This button blinks while the machine is scanning a document and lights up while the machine is waiting for the next document to scan.</p>
13	<C> (Clear) button	Press this button to delete one numerical value that you have entered.

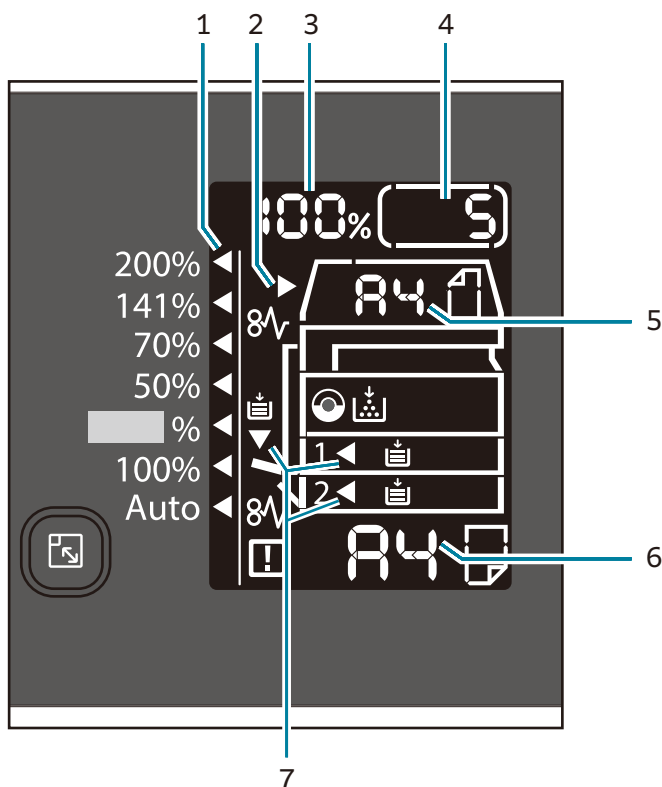
No.	Component	Description
14	<Paper Supply> button	<p>Press this button to select a tray to use. The tray indicator next to the selected tray moves to the next tray on the status machine diagram every time that the button is pressed.</p> <p> Reference</p> <ul style="list-style-type: none"> For more information, refer to "Paper Supply" (P.103).
15	<Size (Press 2sec)> button	<p>Press this button to select the size and the orientation of paper loaded in the selected tray. The paper size and orientation changes on the status machine diagram every time that the button is pressed.</p> <p> Reference</p> <ul style="list-style-type: none"> For more information, refer to "Setting the Paper Size" (P.78).
16	Status Machine Diagram (mimic)	<p>Displays error locations, machine status, and other settings.</p> <p> Reference</p> <ul style="list-style-type: none"> For more information, refer to "Machine Status" (P.59).
17	<Reduce/Enlarge> button	<p>Press this button to select a zoom ratio. The Reduce/Enlarge indicator next to a fixed zoom ratio moves to the next zoom ratio and the zoom ratio changes on the status machine diagram every time that the button is pressed.</p> <p> Reference</p> <ul style="list-style-type: none"> For more information, refer to "Reduce/Enlarge" (P.96).
18	<Variable Zoom Ratio> button	<p>Press this button to specify the zoom ratio within the range of 25 to 400% in 1% increments. The zoom ratio increases every time that the button is pressed.</p> <p> Reference</p> <ul style="list-style-type: none"> For more information, refer to "Reduce/Enlarge" (P.96).
19	<Toner Saver> icon	<p>The indicator of the <Toner Saver> icon is lit in toner saver mode.</p> <p> Reference</p> <ul style="list-style-type: none"> For more information, refer to "Lighten/Darken" (P.95).
20	<Lighten/Darken> button	<p>Press this button to select a copy density level or toner saver mode. The selection moves to the right on the status machine diagram every time that the button is pressed. When the button is pressed while the rightmost icon (toner saver mode) is lit, the selection moves back to the leftmost icon.</p> <p> Reference</p> <ul style="list-style-type: none"> For more information, refer to "Lighten/Darken" (P.95).

No.	Component	Description
21	<Original Type> button	<p>Press this button to select a document type of the document. The selection moves to the right every time that the button is pressed.</p> <p> Reference</p> <ul style="list-style-type: none"> • For more information, refer to "Original Type" (P.94).
22	<Collated> button	<p>Press this button to set collate when copying multiple copies. The selection switches between sorting and stacking every time that the button is pressed. When documents are set in the document feeder, this feature is automatically enabled.</p> <p> Note</p> <ul style="list-style-type: none"> • Some models do not have a document feeder installed. <p> Reference</p> <ul style="list-style-type: none"> • For more information, refer to "Collated" (P.93).
23	Wi-Fi Direct indicator	<p>Flashes while connecting via Wi-Fi Direct and lights up when connection is complete and communication is possible.</p> <p> Reference</p> <ul style="list-style-type: none"> • For more information, refer to "Wireless Connection" (P.18).
24	<WPS> button	<p>Press this button to use WPS (Wi-Fi Protected Setup) to connect to a Wi-Fi device. This enables the easy setup of complicated settings such as encryption settings.</p> <p> Reference</p> <ul style="list-style-type: none"> • For more information, refer to "Wireless Connection" (P.18).
25	Wi-Fi indicator	<p>Flashes while connecting via Wi-Fi and lights up when connection is complete and communication is possible.</p> <p> Reference</p> <ul style="list-style-type: none"> • For more information, refer to "Wireless Connection" (P.18).
26	<Pages Per Side> button	<p>Press this button to use Pages Per Side feature. Normally, the light is off (Off). The selection moves to the right from [Off] (disabled) → [2-up] → [4-up] every time that the button is pressed. When the button is pressed while [4-up] is lit, the light is turned off again. When [2-up] or [4-up] is selected, the scanning size and orientation that matches the paper size are displayed on the original size display area of the status machine diagram.</p> <p> Reference</p> <ul style="list-style-type: none"> • For more information, refer to "Pages Per Side" (P.92).

Machine Status

The Status Machine Diagram (mimic) consists of the following contents to display the machine status.

This section provides detailed description of each indicator on the status machine diagram (mimic).



No.	Component	Description
1	Reduce/Enlarge indicator	Indicates the selected zoom ratio.
2	Document indicator	This indicator is lit when a document is placed in the document feeder or a document jam occurs.
3	Reduce/Enlarge display area	Displays the specified zoom ratio within a range of 25 to 400%. When the automatic detection is selected, [Aut] is displayed. Also displays the total number of copied pages, User ID/System Administrator ID, program number, and job type ([Prt] for Print, [Scn] for Scan, and [Err] for Error).
4	Total Copy display area	Displays the total number of copies. Also displays a program number or an error code.
5	Original Size display area	Displays the scanning size and orientation that are specified with the <Original Size> button when the document glass is used. When the document is placed in the document feeder, the automatic detection is automatically set and [Aut] is displayed.

No.	Component	Description
6	Paper Size display area	Displays the size and the orientation of the paper loaded in the selected tray. When the automatic detection is selected for the selected tray, [Aut] is displayed.
7	Tray indicators	Indicates the selected tray. When the automatic detection is set for the selected tray, all tray indicators are lit. Also indicates the tray where the paper jam occurred.

Icons

This section describes icons that may appear in the status machine diagram.

■ Toner Cartridge



This icon is lit when the toner cartridge needs to be replaced in the near future. Prepare a new toner cartridge. No error code is displayed at this point.

The icon blinks when the toner cartridge needs to be replaced immediately. Replace the toner cartridge with a new one. The error code [J-1] appears in the display.

Reference

- For information on how to replace the Toner Cartridge, refer to "Replacing the Toner Cartridge" (P.152).

■ Drum Cartridge



This icon is lit when the drum cartridge needs to be replaced in the near future. Prepare a new drum cartridge. No error code is displayed at this point.

The icon blinks when the drum cartridge needs to be replaced immediately. Replace the drum cartridge with a new one. The error code [J-4] appears on the status machine diagram.

Reference

- For information on how to replace the Drum Cartridge, refer to "Replacing the Drum Cartridge" (P.156).

■ Paper Tray Empty



This icon is lit when a tray runs out of paper.

■ Paper / Document Jam



This icon is lit when a paper or document jams in the machine. Check the error code that appears on the status machine diagram, refer to "Paper Jams" (P.208) or "Document Jams" (P.215), and follow the appropriate procedure to remove the jammed paper or document.

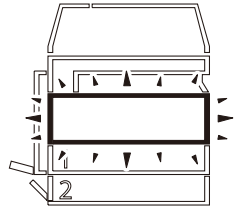
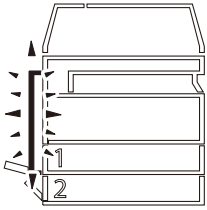
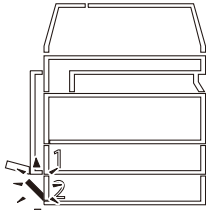
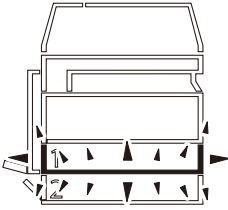
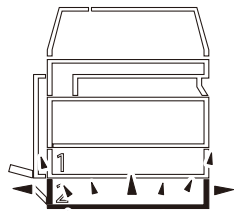
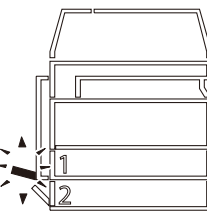
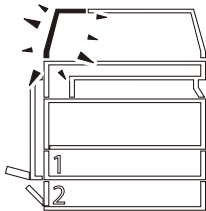
■ Error



This icon is lit when an error occurs such as a tray problem, the toner cartridge runs out of ink, and the drum cartridge ends its life.

■ Area - blinking

When a paper/document jam occurs or any cover is open, the notification area blinks as shown below.

Front cover	Left cover [A]	One tray module cover [B]	Tray 1
			
Tray 2	Bypass tray	Document feeder	
			

When any paper or document jam occurs, [8⚡] will also appear.

Note

- Tray 2 (One tray module) is an optional component.
- Some models do not have a document feeder installed.

Account Mode

This section describes three different account modes that the machine offers to manage accounts effectively for copy jobs, and how to log in to the machine.

Types of Account Modes

You can select one of the following account modes in the System Settings: No Account Mode, Single Account Mode, or Multiple Account Mode.

Reference

- For information on how to select an account mode in the system settings, refer to "Account Mode Settings" (P.133).

No Account Mode

No passcode is set on the machine in No Account Mode, allowing any users to execute any jobs.

Single Account Mode

A single passcode is set to the machine in Single Account Mode. Only those who have the passcode can execute copy jobs on the machine.

Important

- Passcode entry is not required for print jobs or scan jobs.

Multiple Account Mode

Up to 10 user accounts are set on the machine in the Multiple Account Mode. You can set a desired passcode for each user account. Users are required to enter their account number and passcode to log in to the machine. The system administrator can set the copy job limit on each user account, and also review the total number of copies made by each account.

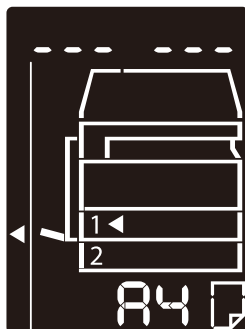
Important

- Passcode entry is not required for print jobs or scan jobs.

Logging in the Machine in Single Account Mode

The following procedure describes how to log in to the machine when the machine is in Single Account Mode.

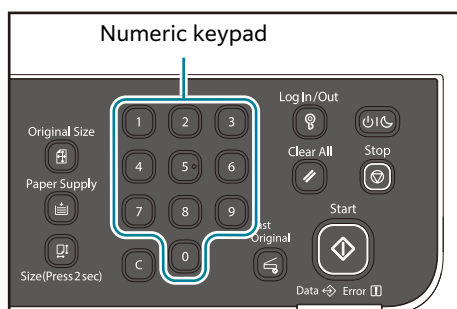
When the machine is in Single Account Mode, [_ _ _ _] appears in the status machine diagram.



Reference

- For information on how to select an account mode in the system settings, refer to "Account Mode Settings" (P.133).

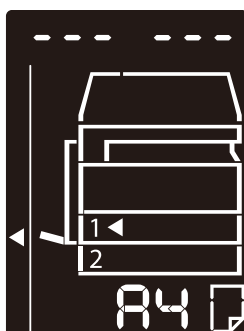
1 Enter a passcode using the numeric keypad.



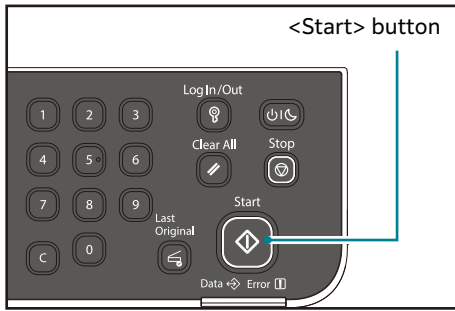
Note

- The passcode is the same as the system administrator's passcode used for entering the system administration mode from the control panel. For information, refer to "Enter System Administration Mode" (P.123).

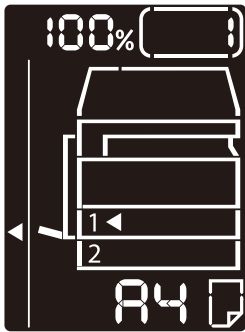
For security reasons, as you enter each digit of the passcode, a hyphen appears in the display instead of the actual number that you enter.



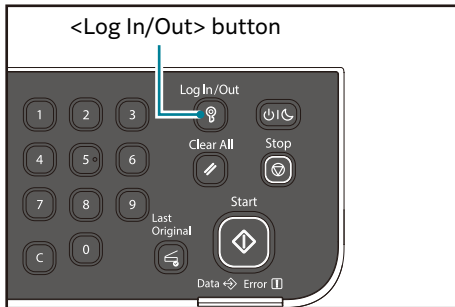
2 Press the <Start> button to confirm the entered passcode.



If the entered passcode is correct, the machine enters Copy Mode, and [1] appears in the display.



The <Log In/Out> button is lit while you are logged in to the machine.



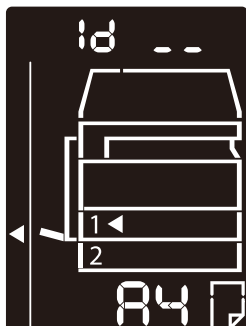
Note

- You do not need to log in to the machine for a scan job or print job.
- To log out, press the <Log In/Out> button again.

Logging in the Machine in Multiple Account Mode

The following procedure describes how to log in to the machine when the machine is in Multiple Account Mode.

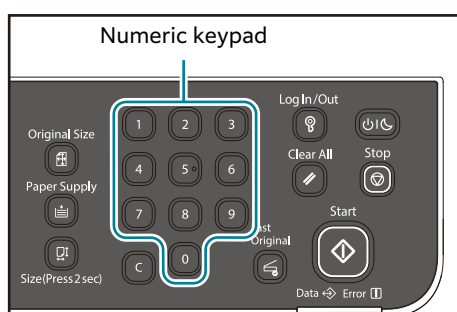
When the machine is in Multiple Account Mode, [Id __] appears blinking in the status machine diagram.



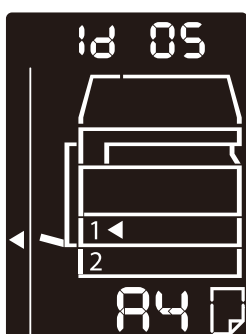
Reference

- For information on how to select an account mode in the system settings, refer to "Account Mode Settings" (P.133).

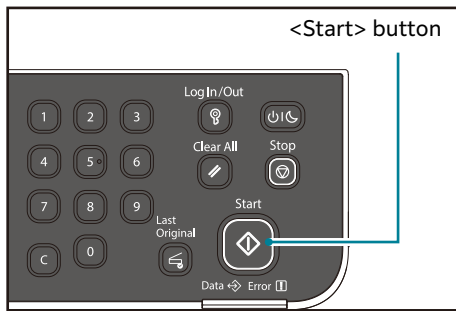
1 Enter an account number using the numeric keypad.



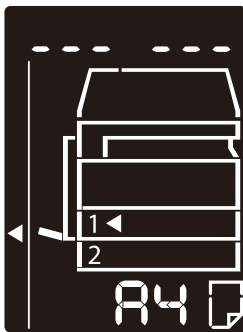
The account number that you enter appears in the display.



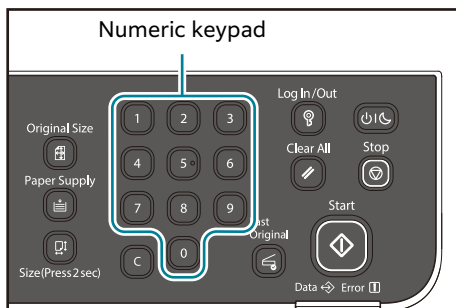
- 2 Press the <Start> button to confirm the entered account number.



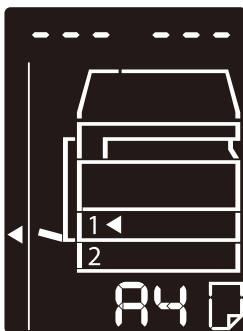
[_ _ _ _ _] appears in the status machine diagram.



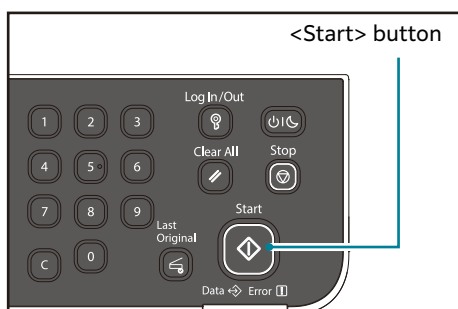
- 3 Enter a passcode which corresponds to the account number that you just entered, using the numeric keypad.



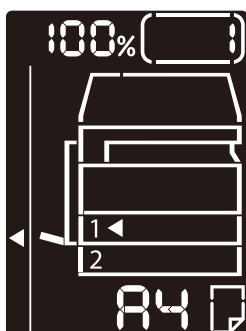
For security reasons, as you enter each digit of the passcode, a hyphen appears in the display instead of the actual number that you enter.



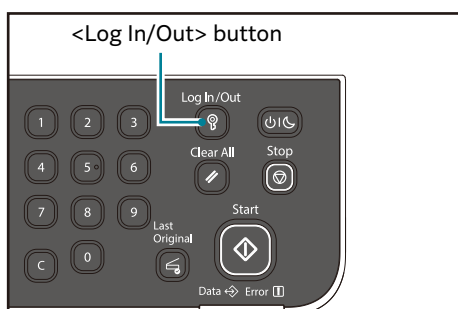
- 4 Press the <Start> button to confirm the entered passcode.



If the entered passcode is correct, the machine enters Copy Mode, and [1] appears in the display.



The <Log In/Out> button is lit while you are logged in to the machine.



Note

- You do not need to log in to the machine for a scan job or print job.
- To log out, press the <Log In/Out> button again.

Setting the Options Configuration

You can retrieve the information of machine configuration into the print driver. Update the information of machine configuration when any optional component is changed.

When using the Ethernet interface

You can load the machine's option configuration automatically to the print driver.

 **Note**

- When using this function, activate the SNMP port. (Default: Enabled)
- If you failed to retrieve information of machine configuration or are using the USB interface connection, set the information of machine configuration manually. For more information, click [Help] on the screen to display Help Information.

Follow the steps below to set the option configuration.

- 1** Click [Start] > [Windows System] > [Control Panel] > [View devices and printers] or [Devices and Printers].
- 2** Right-click the machine icon, and select [Printer properties].
- 3** Click the [Configuration] tab.
- 4** Click [Bi-Directional Setup].
- 5** Click [Get Information from Printer].

■ **If [Printer Searching Method] is displayed**

The machine's information is not loaded onto the print driver. Complete the following operations.

- 1) Select [Specify Address], and click [Next].
 - 2) Enter the IP Address or IPX.
 - 3) Click [Finish].
- 6** Click [OK].

4

Loading Paper

Paper Types

This section describes the paper types supported by the machine.

Use of non-recommended paper types may result in paper jams, lower print quality, malfunctions, or damage to the machine. To achieve optimum machine performance, use only paper types recommended by FUJIFILM Business Innovation Corp.

 **Note**

- For paper that can be used, contact our local representative.

 **WARNING**

Do not use conductive paper such as origami paper, carbonic paper or conductively-coated paper. When paper jam occurs, it may cause short-circuit and eventually a fire accident.

 **Important**

- Moisture generated by water, rain, or vapor may cause the printed images to fade. For more information, contact our local representative.

Supported Paper Weights and Sheet Counts

Paper Trays	Basis Weight/Ream Weight	Loadable Quantity	Paper Types
Tray 1 (Standard)	60 to 90 gsm Ream Weight: 51.6 - 77.4 kg	250 * sheets (Up to 27 mm)	Lightweight (60-63 gsm) Plain 1 (64-74 gsm) Plain 2 (75-90 gsm)
Tray 2 (One Tray Module) (Optional)	60 to 216 gsm Ream Weight: 51.6 - 186 kg	500 * sheets each (Up to 54 mm)	Lightweight (60-63 gsm) Plain 1 (64-74 gsm) Plain 2 (75-90 gsm)
Tray 5 (Bypass)	60 to 216 gsm Ream Weight: 51.6 - 186 kg	100 * sheets (Up to 10 mm)	Heavyweight (91-169 gsm) Extra-HW (170-216 gsm)

* :When using 80 gsm paper

 **Important**

- Paper jams may result if you attempt to print on a different paper type or size than the type or size selected in the print driver, or from a tray that does not support the loaded paper. Select the correct paper size, type, and tray to ensure successful printing.

 **Note**

- Basis weight is the weight of one sheet of paper of 1 m² in size.
- Ream weight is the weight of 1,000 sheets of duodecimo size (788 x 1,091 mm) paper.

■ **Supported paper sizes:**

- Maximum: A3, 11 x 17"
- Minimum: A5

■ Duplexing (two-sided printing)

The following paper types are supported for automatic duplexing:

Paper Type (Quality)
Lightweight (60 to 63 gsm)
Plain 1 (64 to 74 gsm)
Plain 2 (75 to 90 gsm)

Unusable Paper

Using paper not recommended by FUJIFILM Business Innovation Corp. may cause a paper jam or machine malfunction. Use paper recommended by FUJIFILM Business Innovation Corp.

- Damp or wet paper
- Paper pre-printed with other printer or copying machine
- Wrinkled, creased, or ripped paper
- Envelopes that are not flat, or that have clasps
- Color paper with surface treatments
- Paper with rough surface, such as pulp paper or fibrous paper
- Punched paper
- Transparency film

Storing and Handling Paper

■ Please keep the following points in mind when storing paper

- Store paper inside a cabinet or other dry place. Paper that has absorbed moisture may result in paper jams and lower image quality.
- After opening a package of paper, wrap and store any remaining paper. We recommend that you store remaining paper in moisture prevention packets.
- Store paper on a flat surface to prevent bends or warping.

■ Please keep the following points in mind when loading paper in a tray

- Align the stack of paper neatly before loading it in a tray.
- Do not use creased or wrinkled paper.
- Do not use warped or curled paper.
- Do not load paper of mixed sizes together into a tray.
- Take care not to touch the print side. Oils from your skin may adhere to the print media, which may affect printing quality. If unavoidable, be sure to use a finger cot, gloves, or other means to cover your fingers before touching the print media.
- LEF is recommended for heavyweight media feeds from the Bypass tray. If a misfeed occurs, please apply an intentional upper curl to the leading edge of the paper.

Loading Paper

This section describes how to load paper in a paper tray.

■ Automatic Tray Selection

When processing a print job, specify the settings in the print driver's screen by selecting [Automatically Select] for [Paper Tray] in the [Basic] tab. The machine automatically selects a tray to match the specified document size and orientation. This function is called as Automatic Tray Selection.

When processing a copy job, select [Aut] by pressing the <Paper Supply> button.

This Automatic Tray Selection function selects the trays in order from Tray 1 > Tray 2 > Bypass Tray if there is more than one paper tray that matches.

Note

- Tray 2 is an optional component.
- When the machine runs out of paper during copying or printing, select the tray containing the paper of the same size and orientation that was being used for copying or printing, and continue copying or printing (Auto Tray Switch feature).

Loading Paper in Trays 1 and 2

The following describes the procedure for loading paper in Trays 1 and 2.

When the machine runs out of paper during copying or printing and an error code is displayed on the screen, add paper in the tray. Copying or printing automatically resumes when paper is added.

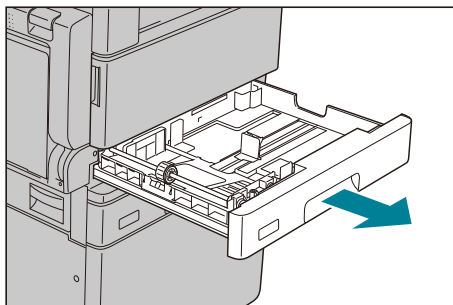
Note

- Tray 2 is an optional component.
- Fan the stack of paper well before loading paper in a tray. It prevents paper from sticking to each other and reduces paper jams.

Reference

- For information on how to change the paper size and orientation in a tray, refer to "Changing the Paper Size for Trays 1 and 2" (P.76).

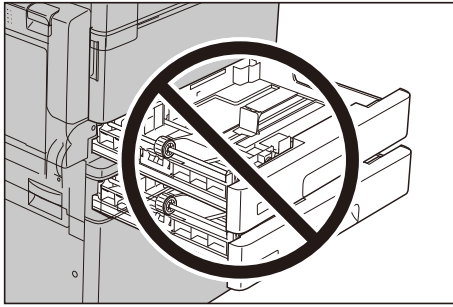
1 Pull out the tray until it stops.



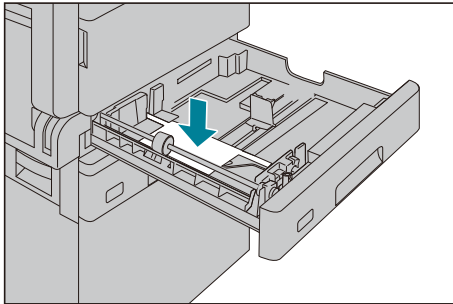
Important

- While the machine is copying or printing, do not pull out the tray that the job uses.
- To prevent paper jams or loading errors, do not load different sizes or types of paper on top of any remaining paper in a tray.

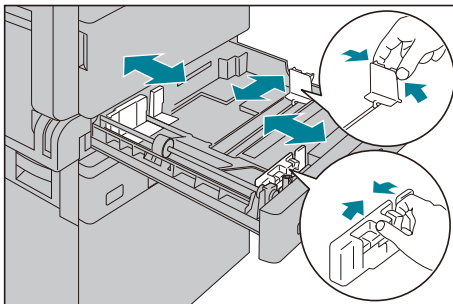
- Pulling out all the trays at once may cause the machine to tilt or fall, causing injury.



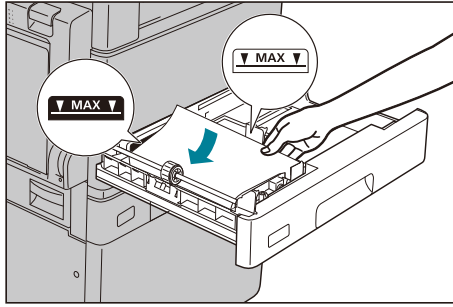
- 2** For Tray 1, push down the metal plate.



- 3** Adjust the paper guides to the correct position before loading paper.



- 4 Load paper with the side to copy or print on facing up. Align the leading edge of paper with the left side of the tray.



 **Important**

- Do not load paper above the maximum fill line. It may cause paper jams or machine malfunctions.
- Do not place any paper or objects in the empty space on the right side of Tray 1 or 2. It may cause paper jams or machine malfunction.

- 5 Push the tray in gently until it stops.

 **Important**

- When pushing the tray in, do it slowly. If the tray is pushed with too much force, it may cause machine malfunctions.
- Push the tray in all the way until it stops to prevent paper jams.

Loading Paper in Bypass Tray

When printing or copying on the paper that cannot be set in Tray 1 or 2, use the Bypass tray. The following describes the procedure for loading paper into the Bypass tray. For printing, specify the settings on the [Basic] tab using the print driver. Also specify the type of paper to be loaded.

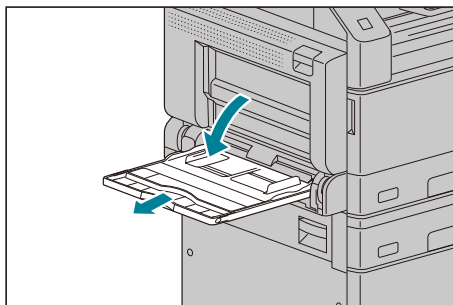
 **Important**

- To prevent paper jams or loading errors, do not remove paper from its packaging until needed.

 **Note**

- Fan the stack of paper well before loading paper in a tray. It prevents paper from sticking to each other and reduces paper jams.

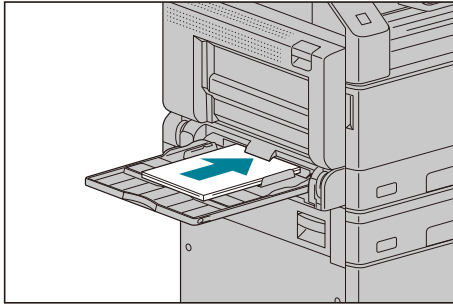
- 1 Open the Bypass tray.



 **Note**

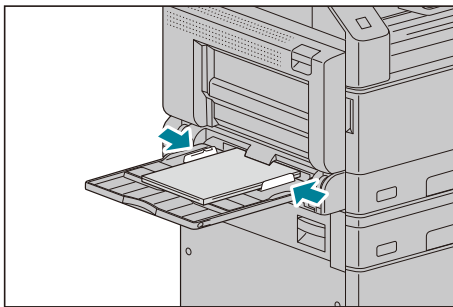
- If necessary, pull out the extension tray. Pull out the extension tray gently.

- 2 Load paper with the side to be copied or printed on facing down, inserting paper until its edge lightly touches against the paper feed entrance.

**Important**

- Do not load mixed paper types in a tray.
- Do not load paper above the maximum fill line. It may cause paper jams or machine malfunctions.
- The machine may not be able to feed or create the desired print quality for some types of heavyweight paper.

- 3 Gently align the paper guides to paper loaded.



- 4 Execute the copy or print operation.

Changing Paper Size

This section describes how to change paper size in Trays 1 and 2.

 **Important**

- Do not load mixed paper sizes into a tray.

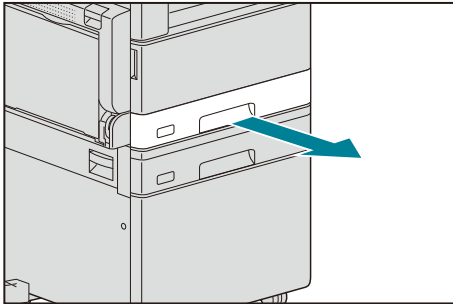
 **Note**

- Tray 2 is an optional component.
- When you change the size and orientation of paper in a tray, change the paper size setting to match the paper size. For more information on how to change the paper size and orientation settings, refer to "Setting the Paper Size" (P.78).

Changing the Paper Size for Trays 1 and 2

The following describes the procedure for changing paper size in Trays 1 and 2.

- 1** Pull out the tray until it stops.

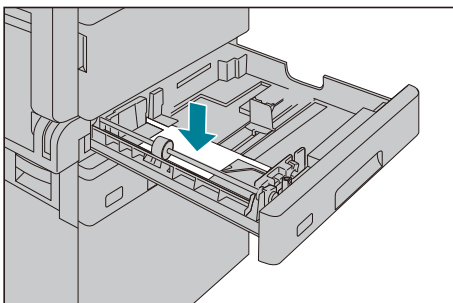


 **Important**

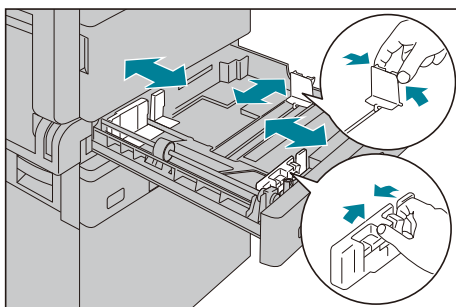
- While the machine is copying or printing, do not pull out the tray that the job uses.
- To prevent paper jams or loading errors, do not load different sizes or types of paper on top of any remaining paper in a tray.

- 2** Remove any paper loaded in the tray.

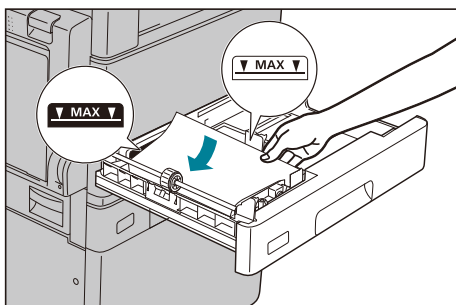
- 3** For Tray 1, push down the metal plate.



- 4** While pinching the levers of the two paper guides, move them to the edges of paper.



- 5** Load paper with the side to copy or print on facing up. Align the leading edge of paper with the left side of the tray.



 **Important**

- Do not load paper above the maximum fill line. It may cause paper jams or machine malfunctions.

- 6** Push the tray in gently until it stops.

 **Important**

- When pushing the tray in, do it slowly. If the tray is pushed with too much force, it may cause machine malfunctions.

 **Note**

- Affix the paper size label to the front of the tray.

- 7** Set the paper size setting.

 **Reference**

- Refer to "Setting the Paper Size" (P.78).

Setting the Paper Size

This section describes how to set the paper size and orientation for Trays 1 and 2, and the bypass tray.

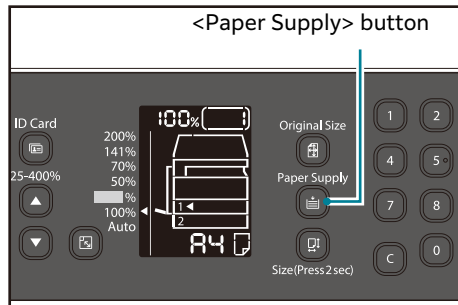
After you load paper, make sure to set the size and orientation of the paper loaded into the tray.

Note

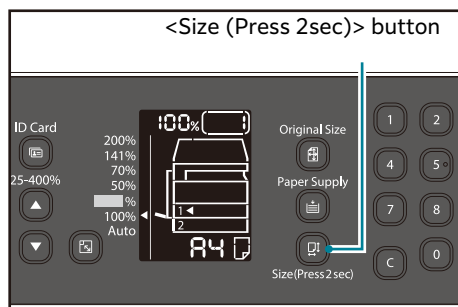
- Tray 2 is an optional component.
- You cannot change the setting while the machine is processing a job.

- 1 Press the <Paper Supply> button to select a tray where the paper you will specify the paper size and orientation is loaded.

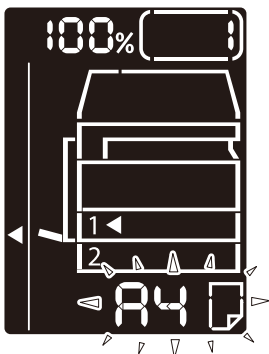
In the status machine diagram, the tray indicator lights up on the selected tray, and its paper size and orientation are displayed on the paper size display.



- 2 Press and hold the <Size (Press 2sec) > button for more than 2 seconds until the paper size in the paper size display area starts blinking.



The paper size in the paper size display area blinks and the machine enters paper size setting mode.



- 3** Press the <Size (Press 2sec)> button to select the size and orientation of the paper loaded in the selected tray.

The selected paper size and orientation are displayed in the status machine diagram.

The <Start> button lights up blinking during the settings.

- 4** Press the <Start> button to confirm the settings.

To exit paper size setting mode without saving the settings, press the <Clear All> button or the <Stop> button.



Important

- Be sure to press the <Start> button. Otherwise the settings of paper size and orientation are canceled and remain the previous settings.

Setting the Paper Type

This section describes how to set the type of paper loaded in tray.

The paper type is set to standard type as default. When loading a different type of paper into a tray, change the paper type setting according to the type of paper loaded in the tray to keep the print quality.

Note

- When loading paper in the bypass tray to print from a computer, you can set the paper type also on the print driver screen.
For more information, refer to the print driver help.

1 Enter the System Administration Mode.

Reference

- Refer to "Enter System Administration Mode" (P.123).

2 Press the program number of the tray that you want to confirm, and press the <Start> button.

Program Number	Item
500	Tray 1
501	Tray 2
502	Bypass Tray

The current value is displayed.



3 Press the <Start> button.

4 Enter the program number of the paper type that you want to set, and press the <Start> button.

■Tray 1

Program Number	Item
0	Plain 1
1	Plain 2
5	Thinner paper

■Tray 2 and Bypass tray

Program Number	Item
0	Plain 1
1	Plain 2
2	Thick paper 1
3	Thick paper 2
5	Thin paper

After the entered program number blinks twice, the new setting is confirmed.



- 5** After you confirm the setting, press the <Log In/Out> button and exit the System Administration mode.

 **Note**

- When you exit the System Administration mode, the <Log In/Out> button light is turned off.

5
Copy

Overview of Copy Operations

This section describes the basic copy procedures.

Placing Document

The following two methods are available to place document:

■ Document feeder (Optional for the Apeos 2150 ND)

- Single sheet
- Multiple sheets

■ Document glass

- Single sheet
- Bound documents, such as books

Document Feeder (Optional for the Apeos 2150 ND)

■ Supported document sizes

You can place standard size documents in the document feeder.

When document is placed in the document feeder, the machine detects the document size automatically. The following standard size documents are detected automatically: A5☐, A5☐, A4☐, A4☐, A3☐, B5☐, B5☐, B4☐, 8.5 x 11"☐, 8.5 x 11"☐, 8.5 x 13"☐*, 8.5 x 14"☐*, 11 x 17"☐, 16K☐*, and 8K☐*.

Note

- The document sizes with an asterisk can be automatically detected depending on the settings. You can select one of the following alternative document sizes. For more information, refer to "System Settings" (P.127).
 - 8.5 x 13"☐ or 8.5 x 14"☐
 - China (8K/16K)

■ Supported documents types (weights)

Documents with weights from 38 to 128 gsm (50 to 128 gsm for 2 Sided documents) can be placed in the document feeder and scanned.

The document feeder accepts the following number of sheets.

Document Type (gsm)	Number of Sheets
Lightweight (38 to 49 gsm)	110 sheets
Plain (50 to 80 gsm)	110 sheets
Heavyweight (81 to 128 gsm)	75 sheets

Important

- To avoid paper jams, use the document glass for mixed size, folded, wrinkled, cut-and-pasted documents, curled paper, or carbon-backed paper. If you can flatten the curled document, you can use the document.

Follow the steps below to place document in the document feeder.

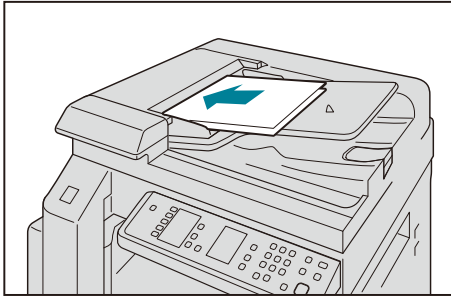
You can place a single or multiple pages of a document.

- 1** Remove any paper clips or staples from document before placing it in the document feeder.
- 2** Place the document in the center of the document feeder, with the side to be scanned (or the front surface of a 2 sided document) facing up.



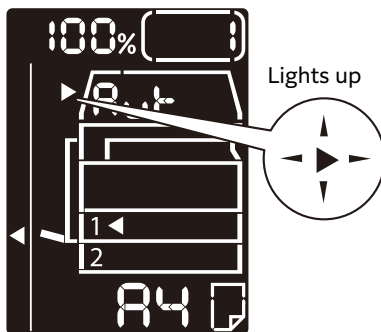
Important

- Make sure to exit the power saver mode before loading documents on the document feeder.

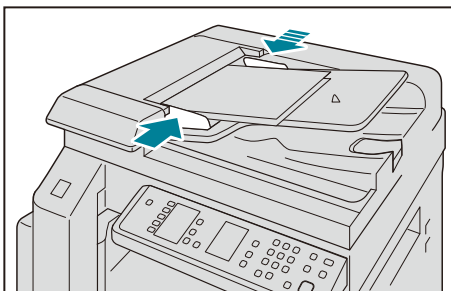


Note

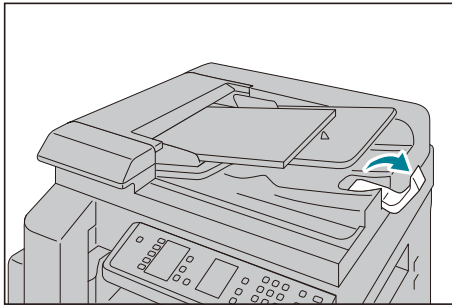
- The document indicator lights up when a document is placed in the document feeder. If the indicator is not lit, place the document again.



- 3** Align the document guides to each side of document.



4 Open the document stopper.



Document Glass

■ Supported document sizes

You can select one of the following document sizes for using the document glass.

A5, A4, A4, A3, B5, B5, B4, 8.5 x 11", 8.5 x 11", 8.5 x 13", 8.5 x 14", 11 x 17", 16K, and 8K.

Important

- The document size is not detected when using the document glass. For setting the paper size and orientation, refer to "Original Size" (P.102).

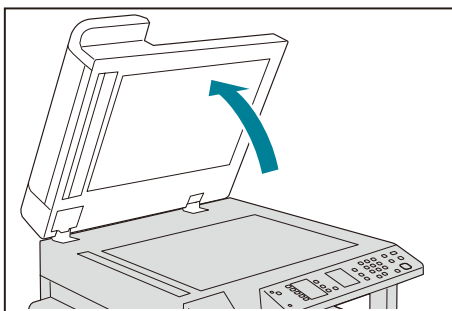
CAUTION

Do not apply excessive force to hold thick document on the document glass. It may break the glass and cause injuries.

Follow the steps below to place document on the document glass.

You can place a single sheet document or bound document such as book on the document glass.

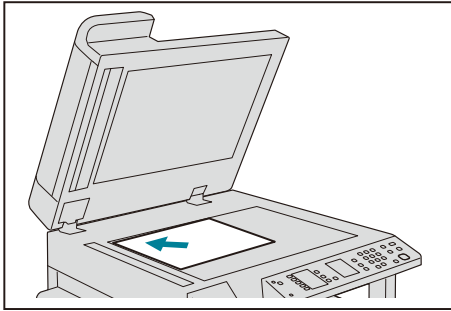
1 Open the document cover.



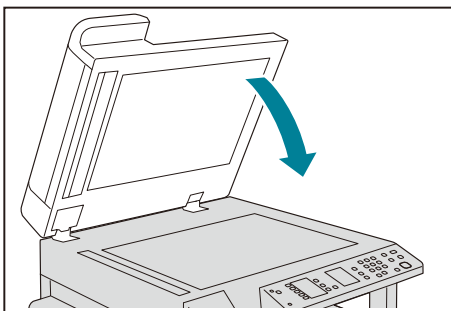
Important

- When using the document glass, make sure to close the document cover after finishing your copy job.

- 2 Place the document face down, and align it against the top left corner of the document glass.



- 3 Close the document cover.



 **Note**

- Make sure to set the size and orientation of document when using the document glass.

 **Reference**

- Refer to "Original Size" (P.102).

Making Advanced Settings

 **Note**

- The displayed settings may vary according to models.
- You may need to enter a passcode to use the copy feature. Ask your system administrator for the passcode.

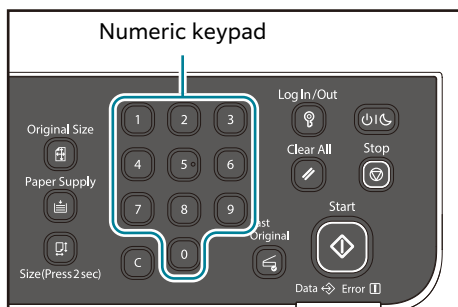
 **Reference**

- For more information on advanced settings, refer to "Advanced Copy Settings" (P.90).
- For more information on entering a password, refer to "Enter System Administration Mode" (P.123).

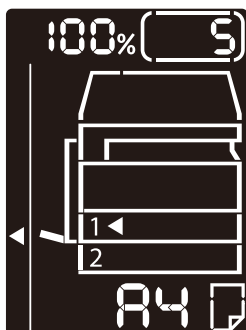
Entering the Number of Copies

You can enter a value between 1 and 999 for the number of copies.

- 1 Use the numeric keypad to enter the desired number of copies.

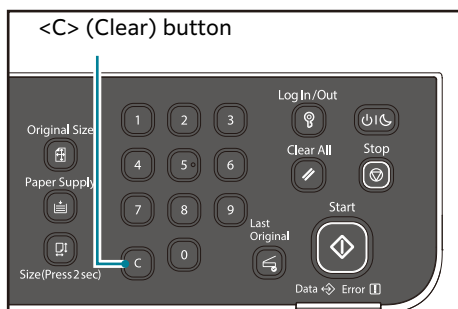


The entered value appears in the status machine diagram.



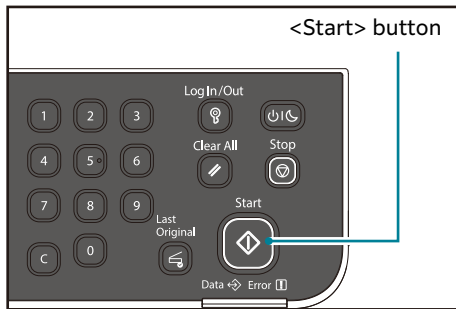
Note

- If you have entered an incorrect value, press the <C> (Clear) button, and then enter the correct value.



Starting the Copy Job

- 1 Press the <Start> button.



Important

- If document is placed in the document feeder, do not press down on the document while it is being fed through the machine.

Note

- If a problem occurs, an error code appears in the status machine diagram. For information on error codes, refer to "Error Code" (P.195).

Placing document on the document glass

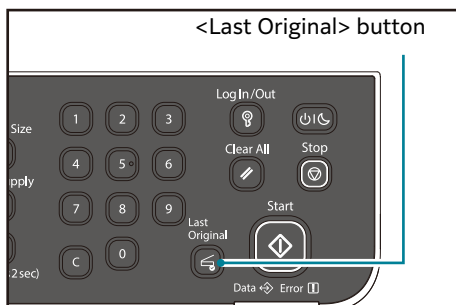
■ Copying multiple sets of documents

If any of the following features are set, a copy job may not be started after loading a document due to the blinking <Last Original> button.

- <Collated> button: On
- <2 Sided> button: 1 → 2 Sided or 2 → 2 Sided
- <Pages Per Side> button: 2 Pages or 4 Pages
- <ID Card> button: On

In this case, press the <Last Original> button after scanning the last document to start copying.

- 1 After all the documents are scanned, press the <Last Original> button to start copying.



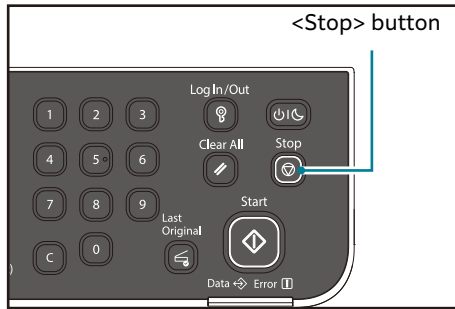
Operations Performed While Copying

You can stop the currently copying job.

Canceling the Current Copy Job

To cancel the currently executing copy job:

- 1 Press the <Stop> button.



Advanced Copy Settings

This section describes all the settings you can set for the copy feature.

Setting Item	Description	See Page:
2 Sided	Used to select 1 Sided or 2 Sided copying.	(P.90)
Pages Per Side	Used to copy multiple documents on a single page.	(P.92)
Collated	Sets the output method to use when making multiple sets of copies.	(P.93)
Original Type	Sets the document type.	(P.94)
Lighten/Darken	Adjusts the copy density.	(P.95)
ID card	Used to copy ID cards.	(P.97)
Reduce/Enlarge	Sets a reduction or enlargement factor.	(P.96)
Original Size	Sets the document size.	(P.102)
Paper Supply	Sets the tray to use.	(P.103)
Sharpness*	Adjusts the sharpness.	(P.103)
Background Suppression*	Removes the document's background suppression.	(P.103)
Edge Erase*	Adjusts the level of edge erase.	(P.104)
Auto Rotation	Rotates the scanned data when copying.	(P.104)

* :For the features with "*", you can change the settings in the System Administration mode.

Note

- You can change the default value of some setting items.

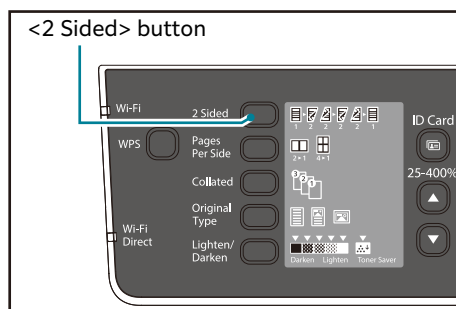
Reference

- For more information on changing the settings, refer to "System Administrator Program List" (P.126).

2 Sided

You can set to scan a 1 Sided or 2 Sided or copy on one or both sides of paper.

- 1 Press the <2 Sided> button to select the desired copy method.



■1→1 Sided

Copies 1 Sided document on one side of paper, same appearance as the documents.

■1→2 Sided



Copies 1 Sided document on both sides of paper for long side binding.

■2→2 Sided



Copies 2 Sided document on both sides of paper, same appearance as the document.

■2→1 Sided



Copies 2 Sided document on one side of paper. The 2 Sided document is scanned as the document for long side binding.

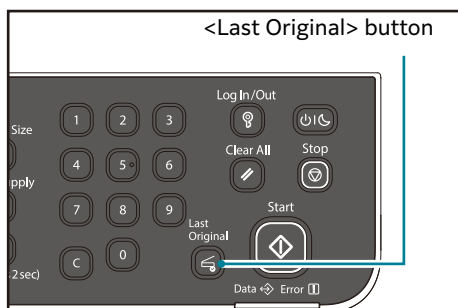
To copy 1 → 2 Sided or 2 → 1 Sided for short side binding, change the binding side setting and place the document in landscape orientation. It is not copied properly for short side binding when either the document or paper is placed in portrait orientation or using the "Pages Per Side" feature.

Reference

- For more information, refer to "Feature Settings" (P.140).

- 2 When using the document glass, [1→2 Sided] or [2→2 Sided] is selected, and all documents have been scanned, press the <Last Original> button.

This step is necessary when the <Last Original> button is blinking.



Pages Per Side

Use this setting to copy 2 or 4 pages of a document together on one sheet of paper.

Selecting [Pages Per Side] automatically sets a zoom ratio that will enable the document to fit on the page.

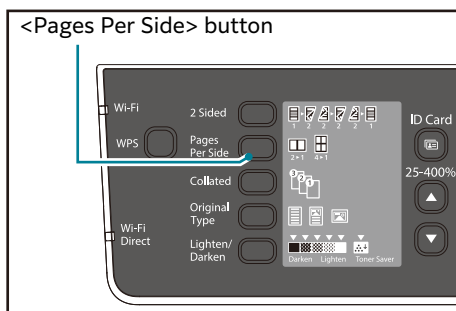
Important

- Align the top edge of the paper against the top edge of the tray.

Note

- Setting [Pages Per Side] automatically sets the Reduce/Enlarge setting to automatic.
- The reduction/enlargement is adjusted automatically within the range of 25 to 400%.

- 1 Press the <Pages Per Side> button to select the desired copy method.



■ Off

Disables the Pages Per Side feature.

■ 2 Pages



2 ▶ 1

Copies 2 documents on a single page.

■ 4 Pages

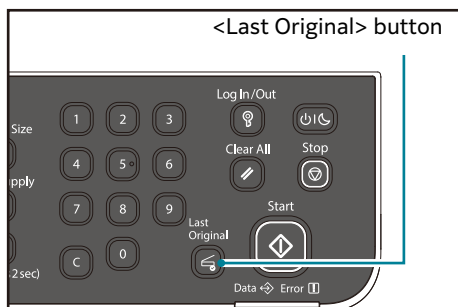


4 ▶ 1

Copies 4 documents on a single page.

- When using the document glass and all documents have been scanned, press the <Last Original> button.

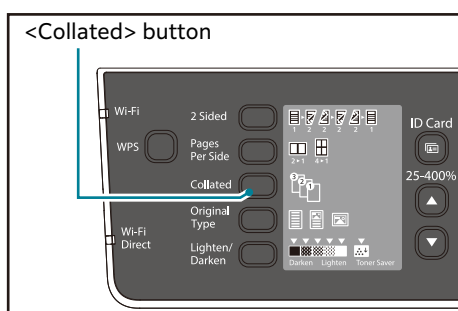
This step is necessary when the <Last Original> button is blinking.



Collated

You can set the output method for copying sets of multiple documents.

- Press the <Collated> button to select the desired output method.



■ Off (the light is off)

Uncollated. The machine outputs the specified number of copies and sorts sheets by page.

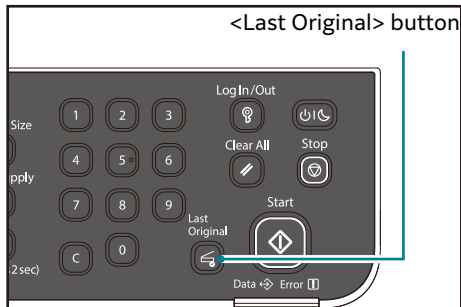
■ On



The machine outputs sheets sorted into sets that are arranged in page order. When a document is placed in the document feeder, it automatically turns on. You can also change the setting to off.

- 2 When using the document glass and all documents have been scanned, press the <Last Original> button.

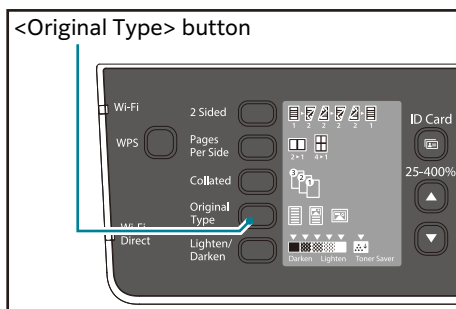
This step is necessary when the <Last Original> button is blinking.



Original Type

You can set the type of document to optimize copies.

- 1 Press the <Original Type> button to select a document type.



■ Text

Select this option when the document contains sharp black and white objects such as text.

■ Photo & Text

Select this option when the document contains both text and photos.

■ Photo

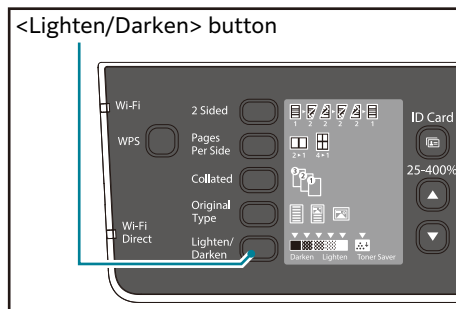
Select this option when the document contains only photos.

Lighten/Darken

You can set the density from five levels. The farther left the position of ▼, the darker the copy; the farther right, the lighter.

You can also set the toner saver mode.

- 1 Press the <Lighten/Darken> button to select a copy density level.



■ Darken +2

Creates copies with the darkest density. Use this setting to scan documents containing light objects.

■ Darken +1

Creates copies with a fairly dark density. Use this setting to scan documents containing fairly light objects.

■ Normal

Creates copies with the same density as the document.

■ Lighten +1

Creates copies with a fairly light density. Use this setting to scan documents containing fairly dark objects.

■ Lighten +2

Creates copies with the lightest density. Use this setting to scan documents containing dark objects.

■ Toner Saver

Creates copies using less amount of toner with the following settings.

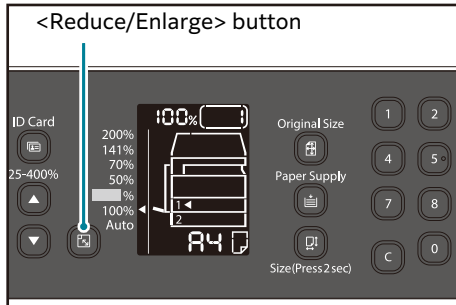
- Lighten/Darken: Lighten +2
- Sharpness: Sharpen +2
- Original type: Photo & Text (Should not be changed)

Reduce/Enlarge

You can set the copying zoom ratio.

- 1 Press the <Reduce/Enlarge> button to select a zoom ratio.

In the status machine diagram, the selected zoom ratio is displayed on the Reduce/Enlarge display.



■ 100%

The machine makes the copy the same size as the document.

■ Aut% (Automatic zoom ratio)

The machine automatically sets an appropriate zoom ratio by calculating the document size and the specified paper size to enable the document to fit on the page.

Note

- When using the automatic zoom ratio, you cannot select the automatic paper selection.

■ Fixed zoom ratio

You can set the zoom ratio by selecting from the fixed zoom ratios.

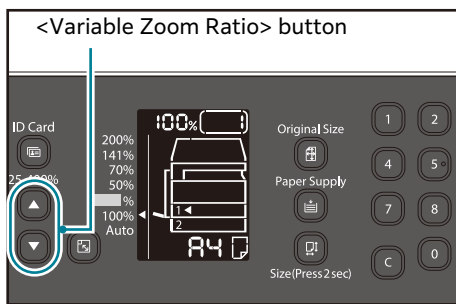
■ Preset zoom ratio (Custom)



You can set a custom zoom ratio in the System Administration mode.

■ Variable zoom ratio

You can set the desired zoom ratio. You can set a value between 25 - 400 (in 1% increments).



Magnification Table

When you make enlarged/reduced copies from standard size documents on standard size paper, the following copy ratios will be applied.

Copy / Documents	A5	B5	A4	B4	A3
A5	100%	122%	141%	172%	200%
B5	81%	100%	115%	141%	163%
A4	70%	86%	100%	122%	141%
B4	57%	70%	81%	100%	115%
A3	50%	61%	70%	86%	100%

ID Card

You can copy both sides of an ID card (name card, employee card, etc.) on one side of paper.

The zoom ratio is fixed to 100% for the copy (ID card) feature.

Press the <ID Card> button to enable this feature.

Important

- Place an ID card in the upright position.
- The minimum size of document for the copy (ID card) feature is ISO/IEC 7810 ID-1 (approx. 86 x 54 mm).

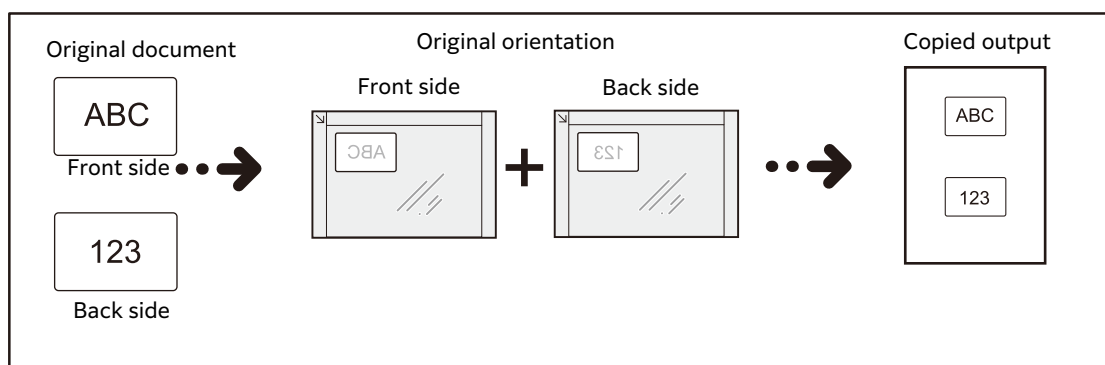
Note

- When the copy (ID card) feature is enabled, the Collated feature becomes disabled.
- When a document is placed in the document feeder, the copy (ID card) feature becomes disabled.
- The default image quality settings for the copy (ID card) feature are as follows:
 - Original Type: Photo
 - Background Suppression: Off

You can select the copy mode from the one card mode and the multiple mode. The following shows some examples of output images.

- One card mode: Copying both side of an ID card in one sheet

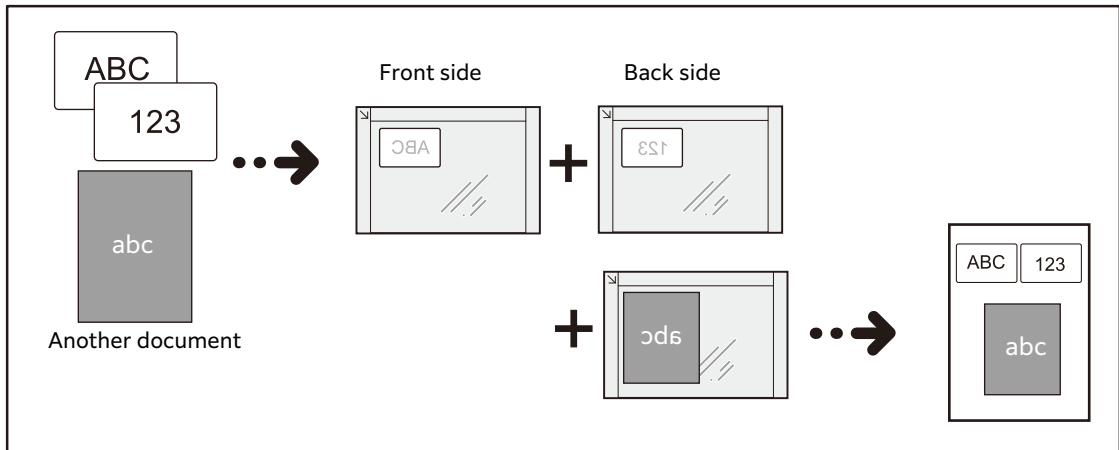
Place the document inside the short side of A5 size (148 mm) referring to the document glass scale with 5 mm of distance in four directions.



- **Multiple mode:** Copying multiple cards or an ID card with another document
Place the documents inside A4 LEF size referring to the document glass scale with 5 mm of distance in four directions.

 **Note**

- The layout is automatically adjusted depending on the size, position, and orientation of documents.



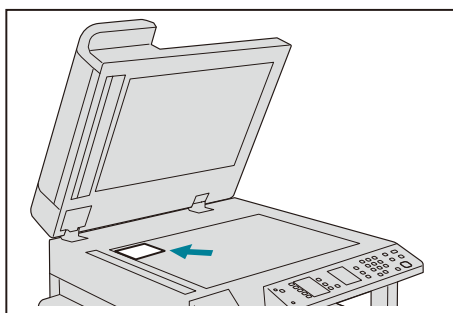
Follow the steps below to use the copy (ID card) feature.

- 1** Place an ID card face down at least 5mm away from the top left corner of the document glass, and then close the document cover.

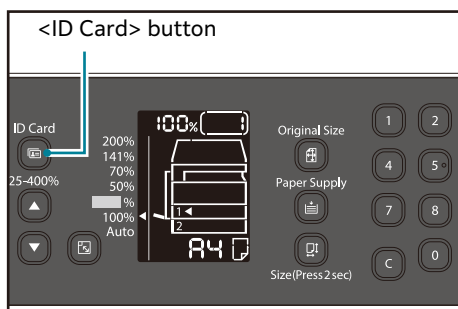
Placing the ID card too close to the corner of the document glass may not copy the edge of the ID card properly.

 **Important**

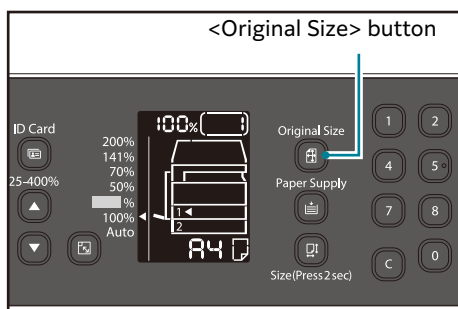
- The document cover must be closed so that the machine can detect the document size correctly.
- When the machine cannot detect the document size, you may be required to retry placing the document. In that case, the error code [A-6] appears in the display.



- 2** Press the <ID Card> button.
The <ID Card> button lights up.



- 3** Press the <Original Size> button to select the copy mode between the one card mode or the multiple mode.
Each time you press the <Original Size> button, the setting value is switched between one card and multiple.



Note

- The <Original Size> button has the mode selection role only for the copy (ID card) feature.

Reference

- For more information on how to set the number of cards in advance, refer to "Feature Settings" (P.140).

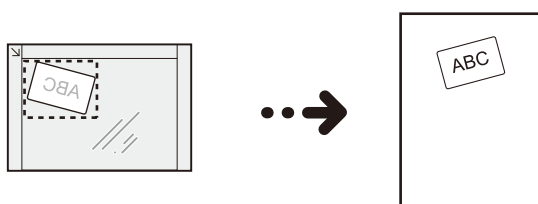
■ One Card Mode

The scanning area varies depending on the status of the skew correction feature.

- When the skew correction feature is enabled, the machine detects the card size in the range of 150 x 150 mm and rotates the scanned image so as to set the output image at a right angle.

Note

- The machine can adjust the inclination angle between -15 and 15 degrees.
- When the inclination angle is too large to be corrected, the machine scans the area which can contain all edges of the document and prints the scanned image without adjusting the inclination.



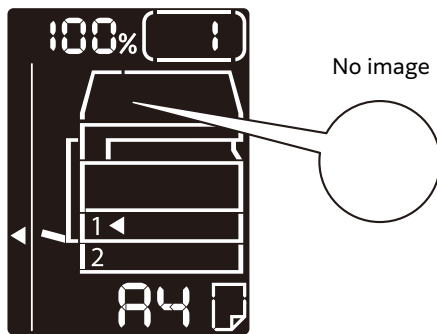
- When the skew correction feature is disabled, the machine scans the area of 100 x 100 mm.

 **Note**

- The skew correction feature is enabled by factory default.
Only the system administrator can disable the feature, when the machine cannot detect the document size correctly.
- When you scan one card and the skew correction feature is disabled, you can change the zoom ratio manually.

 **Reference**

- For more information on how to set the skew correction feature, refer to "Feature Settings" (P.140).

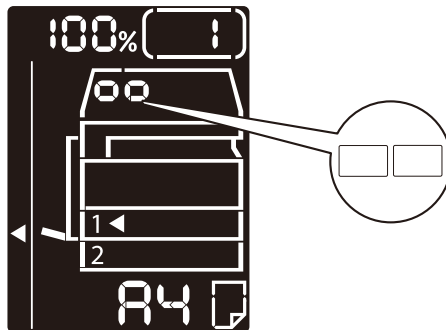


■ **Multiple Mode**

The machine scans the documents placed on the document glass within 210 x 297 mm and detects the size of each document.

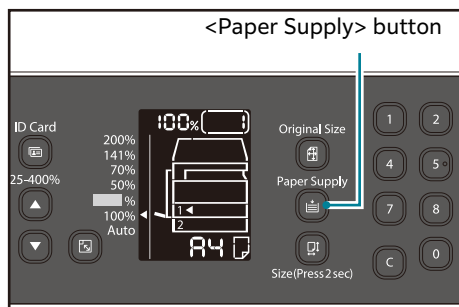
You can copy various types of cards and documents in one sheet.

The scanning process can be repeated up to eight times.



4 Press the <Paper Supply> button to select a tray.

In the status machine diagram, the tray indicator lights up on the selected tray, and its paper size and orientation are displayed on the paper size display.

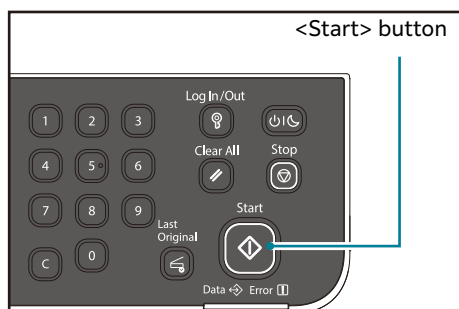


5 Press the <Start> button.

When one-side is finished scanning, the <Start> button lights up blinking.

Note

- If you copy only the one side of a card, press the <Last Original> button to finish scanning.

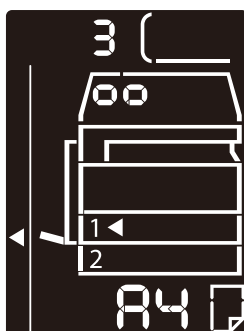


6 Place the other side of the ID card face down slightly away from the top left corner of the document glass, and then close the document cover.

7 Press the <Start> button.

Note

- During the scanning operation, the number of execution appears in the display. For example, the third time in the multiple mode is shown as follows.



- 8** When the multiple mode is selected, press the <Last Original> button after you finished scanning all of the documents to be copied.

 **Note**

- The machine finishes scanning after repeated the process eight times and starts to print.

Original Size

You can set the document size and orientation.

After placing the document on the document glass, make sure to set the size and orientation of the document.

 **Important**

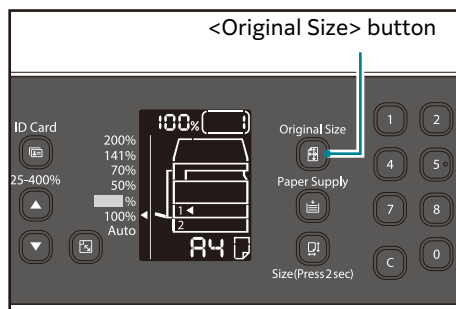
- If the document size is larger than the original size, the image may be cut off. Make sure to choose an appropriate document size.

 **Note**

- For the quick selection, you can hide the original size and paper size that are not used from the machine status diagram. For the setting, refer to "System Settings" (P.127).

- 1** Press the <Original Size> button to select a document size.

In the status machine diagram, the selected document size and the orientation are displayed on the original size display.



■ **Fixed document size (Preset)**

You can set the document size of the placed document by selecting from the preset document sizes. The document size and orientation change every time the <Original Size> button is pressed.

■ **Not displayed (Original size display area is blank.) (Expected document size)**

The machine automatically selects an appropriate scanning area from the specified paper size and the zoom ratio.

When using the document feeder

■ **Aut (Automatic document size detection)**

When a document is placed in the document feeder, the machine automatically detects a document size from the supported standard sizes.

Paper Supply

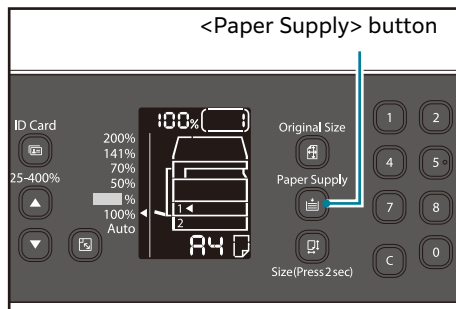
You can set the tray for copying.

Note

- If you load paper in the bypass tray, the paper supply is automatically set to the bypass tray.

1 Press the <Paper Supply> button to select a tray.

In the status machine diagram, the tray indicator lights up on the selected tray, and its paper size and orientation are displayed on the paper size display.



Note

- For the quick selection, you can hide the original size and paper size that are not used from the machine status diagram. For the setting, refer to "System Settings" (P.127).

■ Aut (Automatic paper selection)

Automatically determines the tray holding the appropriate paper, based on the document size and the specified zoom ratio.

Note

- When using the automatic paper selection, you cannot set the automatic zoom ratio.

■ Tray 1, Tray 2, and Bypass tray

Select one of the selectable trays. The indicator moves to the selected tray every time that the <Paper Supply> button is pressed.

Note

- Tray 2 is an optional component.

Sharpness

You can adjust the image sharpness to any of 5 levels.

You can set the sharpness in the System Administration mode. For more information, refer to "System Administrator Program List" (P.126).

Background Suppression

You can set the background suppression level.

When this feature is enabled, the document's background noise is removed during copying. When this feature is disabled, the document's background noise is not removed.

You can set the background suppression in the System Administration mode. For more information, refer to "System Administrator Program List" (P.126).

Edge Erase

You can set to erase the black shadows created around the edge of the paper when copying with the document cover open or copying a bound document.

You can set a value between 0 and 40 mm (in 1 mm increments) for the Edge Erase feature.

 **Note**

- The value set for edge erase applies to all four edges of the document.
- For copy (ID card) feature, the edge erase is set separately.

You can set the edge erase in the System Administration mode. For more information, refer to "System Administrator Program List" (P.126).

Auto Rotation

You can set to rotate the scanned data when copying the document with an orientation that differs from the orientation of the paper loaded in tray to fit onto the paper.

You can set this feature in the following cases:

- The tray selection is set to automatic.
- The zoom ratio is set to automatic.
- The zoom ratio is set to "100%" and both document and paper are the same size.

Make sure to set the size and orientation of document when using the document glass.

Managing the Copy Paper with Accounting

You can manage the copy paper usage for up to 10 users.

You can set the passcode and the maximum number of copied impressions permitted for each user.

The following features are available with Accounting function.

- Display/set the passcode.
- Display the total number of copied impressions.
- Display/set the maximum number of impressions permitted for copying.
- Clear the total number of impressions.

Reference

- For information on accounting modes, refer to "Account Mode Settings" (P.133).

Operations when using the Copy Feature

The operation procedure differs depending on the account mode that you are using.

Reference

- For more information, refer to "Account Mode" (P.62).

6

Scan

Scanning Procedure

The basic flow of scan operations including placing document in the machine and making advanced settings is described below.

Placing the Document

The following two methods are available to load documents:

■ Document feeder (Optional for the Apeos 2150 ND)

- Single sheet
- Multiple sheets

■ Document glass

- Single sheet
- Bound documents, such as books



Important

- Precautions for scanning from a computer

When you are away from the machine to operate a computer with the documents left on the machine, other users may operate the machine and there is a risk of document loss and information leakage. Use a computer which is as close to the machine as possible. When the scan process is complete, check that you have all pages of the documents.

Document Feeder

■ Supported document sizes

You can place the standard size document in the document feeder.

When document is placed in the document feeder, the machine detects the document size automatically. The following standard size documents are detected automatically: A5, A5, A4, A4, A3, B5, B5, B4, 8.5 x 11", 8.5 x 11", 8.5 x 13"* , 8.5 x 14"* , 11 x 17", 16K* , and 8K* .



Note

- The document sizes with an asterisk can be automatically detected depending on the settings. You can select one of the following alternative document sizes. For more information, refer to "System Settings" (P.127).
 - 8.5 x 13" or 8.5 x 14"
 - China (8K/16K)

■ Selectable document sizes in the scan driver

A5, A4, A4, A3, B5, B4, 5.5 x 8.5", 8.5 x 11", 8.5 x 11", 8.5 x 13", 11 x 17", 16K* , and 8K* .

*:China (8K/16K)



Note

- TWAIN driver supports the document sizes described above. The supported document size by Windows Image Acquisition (WIA) driver depends on the running application.

■ Supported documents types (weights)

Documents with weights from 38 to 128 gsm (50 to 128 gsm for 2 Sided documents) can be placed in the document feeder and scanned.

The document feeder accepts the following number of sheets.

Document Type (gsm)	Number of Sheets
Lightweight (38 to 49 gsm)	110 sheets
Plain (50 to 80 gsm)	110 sheets
Heavyweight (81 to 128 gsm)	75 sheets

Important

- To avoid paper jams, use the document glass for mixed size, folded, wrinkled, cut-and-pasted documents, curled paper, or carbon-backed paper. If you can flatten the curled document, you can use the document.

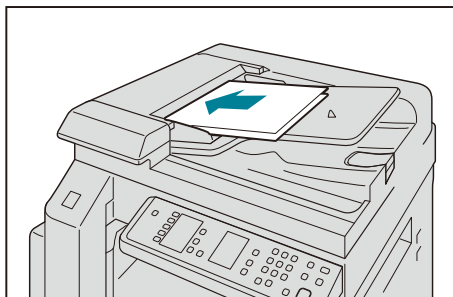
Follow the steps below to place document on the document feeder.

You can place a single or multiple pages of a document.

- 1** Remove any paper clips or staples from document before placing it in the document feeder.
- 2** Place the document in the center of the document feeder, with the side to be scanned (or the front surface of a 2 Sided document) facing up.

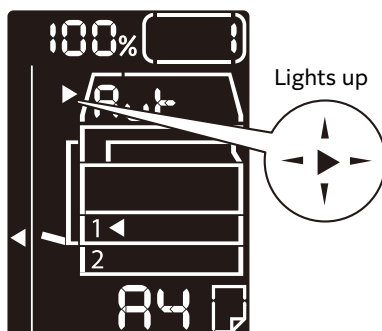
Important

- Make sure to exit the power saver mode before loading documents on the document feeder.

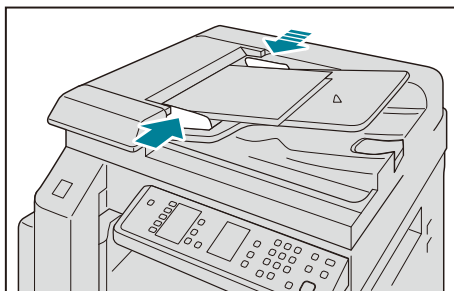


Note

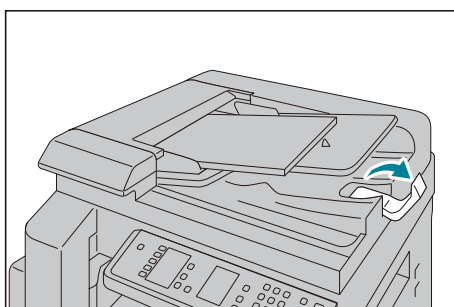
- The document indicator lights up when a document is placed in the document feeder. If the indicator is not lit, place the document again.



- 3** Align the document guides to each side of the document.



- 4** Open the document stopper.



Document Glass

■ Supported document sizes

The maximum size is 297 x 432 mm.

■ Selectable document sizes in the scan driver

A5☐, A4☐, A4☐, A3☐, B5☐, B4☐, 5.5 x 8.5"☐, 8.5 x 11"☐, 8.5 x 11"☐, 8.5 x 13"☐, 11 x 17"☐, 16K☐*, and 8K☐*.

* :China (8K/16K)

Note

- TWAIN driver supports the document sizes described above.
The supported document size by Windows Image Acquisition (WIA) driver depends on the running application.

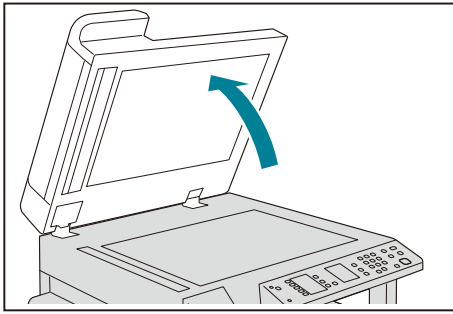
CAUTION

- **Do not apply excessive force to hold thick document on the document glass. It may break the glass and cause injuries.**

Follow the steps below to place document on the document glass.

You can place a single sheet document or bound document such as book on the document glass.

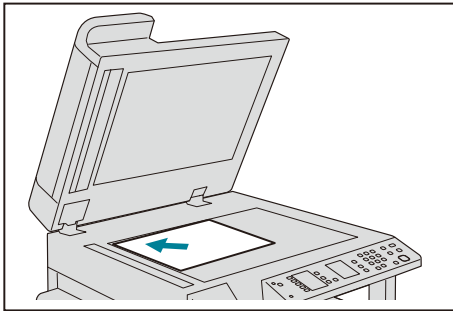
1 Open the document cover.



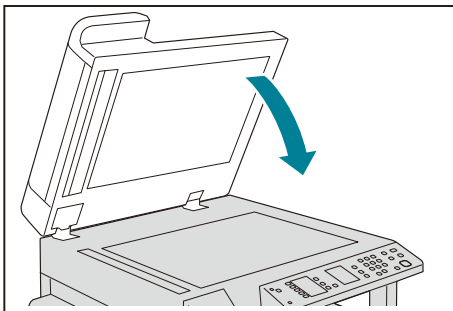
Important

- When using the document glass, make sure to close the document cover after finishing your scan job.

2 Place the document face down, and align it against the top left corner of the document glass.



3 Close the document cover.



Using the Scan Feature

You can select the scan functions from the following list.

Scan Function	Connection	Details	See Page
Using an application	Network/USB	Scan data is loaded into the computer using the TWAIN or Windows Image Acquisition (WIA)-compatible application.	(P.112)
Using Print & Scan Hub	Network/USB	Scan data is loaded into the computer using the Print & Scan Hub.	(P.42)

 **Note**

- The size of the scanned image may be slightly larger than the document size in some cases. This is due to the margin of error introduced with processing.

Loading Scan Data Using the PC-Based Application

This function allows you to load scan data from a TWAIN-compatible or Windows Image Acquisition (WIA)-compatible application installed on a computer. On the computer display, you can set the scanning condition and view the scanning process on the preview screen while scanning the document.

The Network TWAIN or USB can be used for this function.

Note

- Install the scan driver to use this function. For information on how to install the scan driver, refer to "Installing the Print Driver/Scan Driver" (P.40).
- The items you can set will vary according to the TWAIN-compatible and Windows Image Acquisition (WIA)-compatible applications you are using.
- The supported applications are 32-bit only for TWAIN driver.
- The supported applications are 32-bit and 64-bit for WIA driver.

The following procedure uses typical program that supports TWAIN as an example.

- 1** Place the document on the machine.

Reference

- Refer to "Placing the Document" (P.107).

- 2** Start the PC application on your computer.
- 3** Select the machine from the TWAIN menu on the PC application.
- 4** Make advanced settings as needed.

Note

- For information on the Scan functions, click [Help] in the screen to display Help Information.

- 5** Click [Scan].

Operations during Scanning

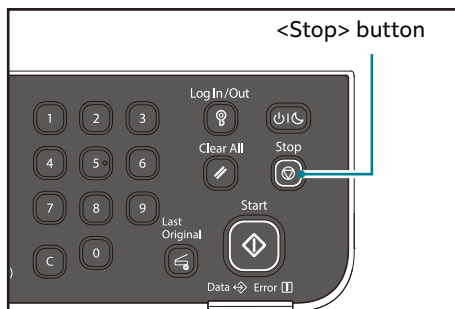
You can stop the currently scanning job.

Canceling the Current Scan Job

To cancel the currently scanning job:

■ On the machine

- 1 Press the <Stop> button.



■ On the computer

- 1 Press [Cancel] on the screen that appears while scanning.

7

Print

Major Print Driver Functions

This section describes the major print driver functions used for printing. The print driver must be installed before use.

Reference

- For information on how to install the print driver, refer to "Installing the Print Driver/Scan Driver" (P.40).

Note

- For information on the Print functions, click [Help] in the print driver screen to display the Help Information.
- There are some functions that adding the mounted component information to the print driver from the [Properties] screen under the [Options] tab is required to make the functions available. Any functions not displayed on the screen are not available.
For information on how to set the option information, refer to "Setting the Options Configuration" (P.68).

■ Pages Per Sheet

Prints a multiple-page document on a single page.

■ 2 Sided Print

Prints on both sides of each page.

■ Poster

Enlarges one page of print data to the specified size and prints it on multiple pages. Used to create a large poster.

■ Booklet Layout

2 Sided printing combined with page collation to enable the creation of booklets with the correct page sequence.

■ Watermark

Prints 'Confidential' or another preset character string on top of print data.

■ Annotation

Adds a comment, date, and page numbers onto print data.

■ Customized Size Print

You can select a customized size for printing on the printer driver screen.

Note

- You cannot select a customized size for printing unless paper is loaded in the bypass tray. For information on loading paper in the bypass tray, refer to "Loading Paper in Bypass Tray" (P.74).
- You cannot perform two-sided printing with a customized size.
- When printing with a customized size, "CS" is displayed on the bottom of the status machine diagram (mimic).
- When printing with a customized size, specify the size of the paper loaded in the bypass tray from the control panel or the Printer Setting Utility. Without this setting, error code "C-0" may be indicated upon printout.

Printing

This section describes how to print document.

The procedure used to print will vary according to the application you are using. See your application's manual for the specific procedure.

Printing from a Computer

The steps below are the operation used in the print driver screen.

- 1** Select [Print] from the application's [File] menu.
- 2** Select the model name.
- 3** If needed, click [Preferences] to make advanced settings.



Note

- For information on the Print functions, click [Help] in the print driver screen to display the Help Information.

- 4** Click [OK].
- 5** Click [OK] in the [Print] dialog box.

Operations during Printing

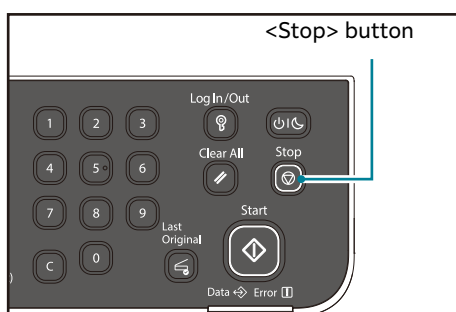
You can cancel the currently printing job.

Stopping the Print Job

To cancel the currently printing job:

■ On the machine

- 1 Press the <Stop> button.



■ On the computer

- 1 Double-click the printer icon located on the task bar in the lower right corner of the screen.
- 2 Select the document name that you desired to cancel, and then press the <Delete> key.

If there is no document displayed on the window, cancel it manually on the machine.

8

Printing or Scanning from a Smartphone or Tablet

Connecting with Wi-Fi

You can connect the machine and the mobile device via a wireless LAN access point.

Setting the Machine

- 1 Confirm that the machine is connected to the wireless LAN.

 **Note**

- For more information on connecting, refer to "Wireless Connection" (P.18).

Setting the Mobile Device

 **Note**

- The operation method differs according to the model of the mobile device. For details, refer to the instruction manual of the mobile device.

- 1 Enable the Wi-Fi function of the mobile device.
- 2 Select the SSID of the network that the machine is connected to.
- 3 Enter the Encryption or passphrase and complete the connection process.

 **Note**

- The encryption key may be indicated on the main unit of the wireless LAN access point. For details, refer to the instruction manual of the wireless LAN access point.

Connecting with Wi-Fi Direct

You can directly connect the machine and mobile device without using a wireless LAN access point.

Setting the Machine

1 Start Internet Services.



Note

- The Wi-Fi Direct settings can also be configured using the Printer Setting Utility.



Reference

- For more information, refer to "Starting Internet Services" (P.26).

2 Click the [Properties] tab.

3 Click [Properties] > [Port Settings] > [Wi-Fi Direct], and select the [Enabled] check box for [Wi-Fi Direct].

4 Click [Port Settings] > [Wi-Fi Direct] > [WPS Setup].

Select [PBC] to connect via WPS-PBC.

Select [PIN] to connect via PIN.



Note

- You can confirm the PIN Code using the Printer Setting Utility.

5 Confirm that the mobile device is not connected with a Wi-Fi Direct connection.



Note

- "0" is displayed for [Paired Device] in [Status].
- Wi-Fi Direct connection cannot be used if another device is connected. Disconnect any other mobile devices from the network.


6 Click [SSID (Character string following DIRECT)].

7 Change the SSID as required, and click [OK].

8 Click [Apply]

■ Status of Wi-Fi Direct LED

This section describes when the **Wi-Fi Direct** LED lights up or blinks.

Wi-Fi Direct LED	Printer Status
Off	Wi-Fi Direct Setup set to Disable
	Entering the power saver mode
On	Waiting for the pairing request
Blinking normal	Received pairing request and blinking  (Start) button
	Entering the PIN code required
Blinking slowly	Wi-Fi Direct connection established

 **Note**

- If Wi-Fi Direct is enabled, the LED for Wi-Fi Direct lights up when the machine is ready. If the LED for Wi-Fi Direct does not light up when the machine is ready, use Internet Services or the Printer Setting Utility to confirm that the [Enabled] check box is selected for Wi-Fi Direct.

Connecting the Machine and the Mobile Device (via WPS-PBC)

 **Note**

- The operation method differs according to the model of the mobile device. For details, refer to the instruction manual of the mobile device.

- 1** Enable a Wi-Fi Direct connection using WPS-PBC from the mobile device.
The Wi-Fi Direct LED and <START> button of the machine blink.
- 2** Press the <START> button.

Connecting the Machine and the Mobile Device (via PIN)

 **Note**

- The operation method differs according to the model of the mobile device. For details, refer to the instruction manual of the mobile device.

- 1** Enable a Wi-Fi Direct connection using a PIN from the mobile device.
- 2** Select the SSID of the machine.
- 3** Enter the passphrase.

Disconnecting the Mobile Device from the Wi-Fi Direct Network

Disconnect the Wi-Fi Direct connection from the connected mobile device.

 **Note**

- The operation method differs according to the model of the mobile device. For details, refer to the instruction manual of the mobile device.

Using the Print Utility

Print Utility is an application for smartphones and tablets. It enables you to print and scan documents from a smartphone or tablet.

The application can be downloaded free-of-charge from the App Store or Google Play.

 **Note**

- Use the Print Utility when printing or scanning from a mobile device. AirPrint and Mopria are not supported.

9

Tools

System Settings Procedure

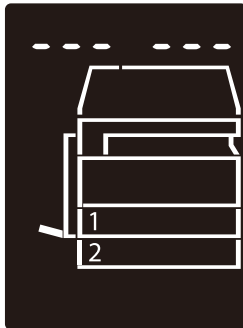
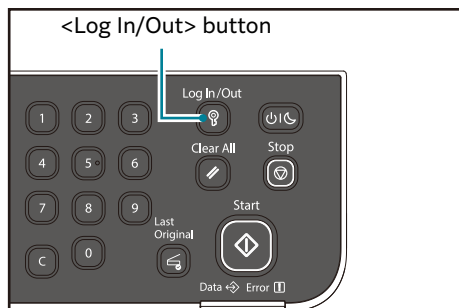
This section describes the overview of how to change the machine's default settings and check the machine information.

Important

- If there are any current or pending jobs, you cannot enter the System Administration mode.
- During System Administration mode, the following operations cannot be performed.
 - Receiving a print job, and starting a print or scan job.

Enter System Administration Mode

- 1 Press and hold the <Log In/Out> button for more than 4 seconds until the screen below is displayed.

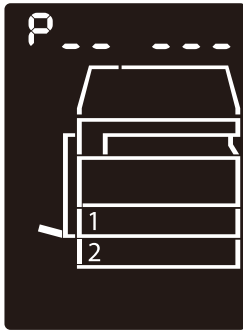


- 2 Use the numeric keypad to enter the password, and then press the <Start> button.

Note

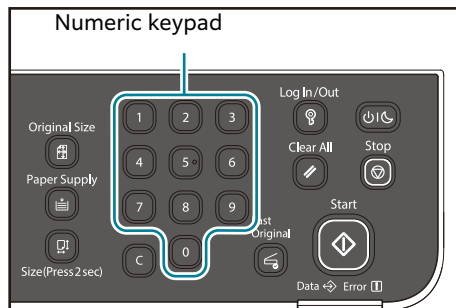
- For the default password, see the Basic Operation Guide that came with the machine.
- The password can be changed.
For more information, refer to "System Settings" (P.127).
- The <Log In/Out> button lights up when the machine enters the System Administration mode.

The program number input screen appears, and shows the letter [P].



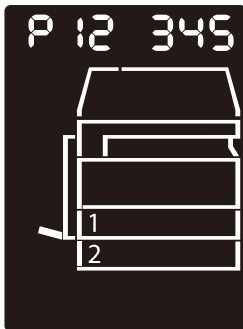
Change Settings

- 1 Enter a program number using the numeric keypad.



Reference

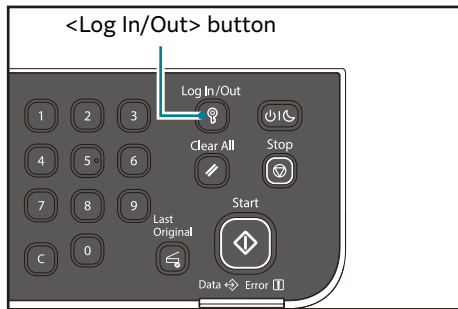
- For more information, refer to "System Administrator Program List" (P.126).



- 2 Press the <Start> button to confirm the entered value.

Exit System Administration Mode

- 1 Press the <Log In/Out> button.



 **Note**

- The <Log In/Out> button light is turned off when the machine exits the System Administration mode.

System Administrator Program List

This section describes the programmable system settings on the machine.

Clock Settings

 **Note**






- When setting the system clock at the first time, set the [Date Format] and the [Time Format] as well.

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
1	Year	Set the year of the machine's system clock.	2020* - 2041
2	Month	Set the month of the machine's system clock.	1* - 12
3	Day	Set the day of the machine's system clock.	1* - 31
4	Hour	Set the hour of the machine's system clock.	0* - 23
5	Minute	Set the minute of the machine's system clock.	0* - 59
6	Date Format	Set the date display format.	0: YYYY/MM/DD* 1: MM/DD/YYYY 2: DD/MM/YYYY
7	Time Format	Set the time display format.	0: 12h 1: 24h*


System Settings

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
100	Low Power Mode Timer	Set the amount of time that the machine waits before entering Low Power mode. You can set a value between 1 to 60 minutes (in 1 minute increments). The machine's power is not turned off completely in Low Power mode. Instead, this mode creates a balance between low power consumption and short warm-up time by controlling the temperature of the fusing unit to a level midway between the power off temperature and the "Ready" temperature.	1* - 50 minutes
101	Sleep Mode Timer	Set the amount of time that the machine enters Sleep mode from Low Power mode. You can set a value between 1 and 239 minutes (in 1 minute increments). Sleep mode minimizes power consumption by shutting off the power to all components except the controller. Warm-up time in Sleep mode is longer than in Low Power mode.	1* - 10 minutes
102	Auto Clear Timer	Set the amount of time that the machine waits before automatically returning to the default display screen when no operation is being performed.	0: 15 seconds 1: 30 seconds 2: 45 seconds* 3: 1 minute 4: 2 minutes 5: 3 minutes 6: 4 minutes

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
103	Auto Print Timer	Set the amount of time that the machine waits after the operations such as using the control panel, placing or removing a document in the document feeder, and taking out or putting in a tray, until starting to print automatically. You can set a value between 1 and 240 seconds (in 1 second increments).	1 - 240 seconds (Default: 10 seconds)
104	Auto Scan Complete Timer	Set the amount of time that the machine waits before automatically processing the next job determined that there is no additional document to be loaded when using the document glass.	1: 20 seconds 2: 30 seconds* 3: 60 seconds 4: 90 seconds
105	Job Cancel Timer	Set the amount of time that the machine waits before automatically cancelling all jobs that are being paused when an error occurs.	0: Invalid 60 - 5940 seconds (Default: 600 seconds)
106	Job Done Timer	Set the amount of time for the job complete screen to be displayed in the control panel when a job is completed.	1 - 10 seconds (Default: 3 seconds)
107	Low Power Mode After Print Job	Set whether to enter the Low Power mode immediately after the Job Done Timer is time out.	0: Follow the Low Power Mode Timer 1: When the Low Power Mode Timer is set to valid, enter the Low Power Mode immediately after the Job Done Timer is time out.*
108	Job History Verbose	Set whether to log the job history of Copy and Scan (USB).	0: No log* 1: Log
109	Return from Sleep Mode by Any Key	Set whether to exit the Sleep mode by touching any button on the control panel.	0: Invalid* 1: Valid
202	Report Manual Output Direction	Select the report to print.	1: System Settings Report* 2: Service Settings Report 3: Job History Report 4: Error History Report 5: Job Counter Report


Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
206	Paper Class	Set the paper size series to be used.	2: Inch Series (8 x 14") 3: AB Series (8 x 13") 4: AB Series (8K/16K)* 5: Inch Series (8 x 13.4")
207	Error Display of Drum Cartridge Replacement	Set the frequency to display the error code when it is time for replacing the drum cartridge.  Note • To exit the screen with the error code, press any buttons of the control panel.	0: Do not display 1: When turning the machine on and off* 2: When the time is out that is set on the Auto Reset
208	Error Display of Drum Cartridge Life	Set the frequency to display the error code when the drum cartridge life ends.  Note • To exit the screen with the error code, press any buttons of the control panel.	0: Do not display 1: When turning the machine on and off 2: When reached the timeout on the Auto Reset*
209	Error Display of Toner Cartridge Replacement.	Set the frequency to display the error code when it is time for replacing the toner cartridge.  Note • To exit the screen with the error code, press any buttons of the control panel.	0: Do not display 1: When turning the machine on and off* 2: When reached the timeout on the Auto Reset
212	Switching legal size for DADF	Set the legal size for the document feeder when the program number 206 is set to 4.	0: 8.5 x 13"  * 2: 8.5 x 14" 
213	Switching 8K/16K size	Switch 8K/16K size according to the machine's region of use.	0: China* 1: Taiwan
300	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: A5
301	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: A4
302	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: A3

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
303	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: B5
304	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: B4
305	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: 5.5 x 8.5
306	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: 7.25 x 10.5
307	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: 8.5 x 11
308	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: 8.5 x 13
309	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: 8.5 x 14
310	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: 11 x 17
311	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: 16K
312	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: 8K
313	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.	0: (No Limit)* 1: 8.5 x 13.4

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
314	Limited display of the paper/document size	Set whether to limit the display of the paper/document size on the status machine diagram.  Note <ul style="list-style-type: none"> There will be no difference even after this setting is changed. 	0: (No Limit)* 1: Custom size
320	Bypass Tray Custom Size (Short Edge)	Specify the short edge of the custom size.	148-297 (Default: 297)
321	Bypass Tray Custom Size (Long Edge)	Specify the long edge of the custom size.	210-432 (Default: 210)
400	1st digit of the System Administrator Password	Set the 1st digit of the system administrator password.	0 - 9 (Default:1)
401	2nd digit of the System Administrator Password	Set the 2nd digit of the system administrator password.	0 - 9 (Default:1)
402	3rd digit of the System Administrator Password	Set the 3rd digit of the system administrator password.	0 - 9 (Default:1)
403	4th digit of the System Administrator Password	Set the 4th digit of the system administrator password.	0 - 9 (Default:1)
404	5th digit of the System Administrator Password	Set the 5th digit of the system administrator password.	0 - 10 (When the password is 4-digit, enter 10.) (Default:1)
405	6th digit of the System Administrator Password	Set the 6th digit of the system administrator password.	0 - 10 (When the password is 5-digit, enter 10.) (Default:10)
500	Paper Type in Tray 1	Set the paper type in Tray 1.	0: Plain 1* 1: Plain 2 5: Lightweight
501	Paper Type in Tray 2	Set the paper type in Tray 2.	0: Plain 1* 1: Plain 2 2: Heavyweight 3: Extra-HW 5: Lightweight
502	Paper Type in Bypass Tray	Set the paper type in Bypass Tray.	0: Plain 1* 1: Plain 2 2: Heavyweight 3: Extra-HW 5: Lightweight

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
511	Auto paper/ tray selection setting in Tray 2	Set the auto paper/tray selection in Tray 2.	0: Off 1: On*
512	Auto paper/ tray selection setting in Bypass Tray.	Set the auto paper/tray selection in Bypass Tray.	0: Off 1: On*
900	Firmware Version of Controller	Displays the firmware version of the controller.	-
901	Firmware Version of UI panel	Displays the firmware version of the UI panel.	-
902	Firmware Version of DADF	Displays the firmware version of the document feeder.	-
7000	Copy & Print Counter	Displays the total number of the copy job, print job, report job, and maintenance report.	-
7001	Copy Counter	Displays the total number of pages printed.	-
7002	Print Counter	Displays the total number of the print job, report job, and maintenance report.	-
7003	Large Size Counter	Displays the total number of the large size print job.	-
9000	Region	Select the machine's region of use.	36: Australia* 116: Cambodia 156: China 158: Taiwan 344: Hong Kong 360: Indonesia 410: Korea 458: Malaysia 554: New Zealand 608: Philippines 702: Singapore 704: Viet Nam 764: Thailand
9001	Fault Message Language for MIB	Select the language for fault messages used in the Management Information Base (MIB).	0: English* 1: Simplified Chinese

Account Mode Settings

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
203	Account Mode	Select the machine account mode.  Reference • Refer to "Account Mode" (P.62).	0: Account Free Mode* 1: Single Account Mode 2: Multi Account Mode
600	All Accounts Copy Count Clear	Clear the copy count of all the accounts.	0: Do not clear* 1: Clear
601	Account Number 1 Password	Specify the account number 1's password.	4 - 6 digit numbers (Default: 0001)
602	Account Number 2 Password	Specify the account number 2's password.	4 - 6 digit numbers (Default: 0002)
603	Account Number 3 Password	Specify the account number 3's password.	4 - 6 digit numbers (Default: 0003)
604	Account Number 4 Password	Specify the account number 4's password.	4 - 6 digit numbers (Default: 0004)
605	Account Number 5 Password	Specify the account number 5's password.	4 - 6 digit numbers (Default: 0005)
606	Account Number 6 Password	Specify the account number 6's password.	4 - 6 digit numbers (Default: 0006)
607	Account Number 7 Password	Specify the account number 7's password.	4 - 6 digit numbers (Default: 0007)
608	Account Number 8 Password	Specify the account number 8's password.	4 - 6 digit numbers (Default: 0008)
609	Account Number 9 Password	Specify the account number 9's password.	4 - 6 digit numbers (Default: 0009)
610	Account Number 10 Password	Specify the account number 10's password.	4 - 6 digit numbers (Default: 0010)
611	Account Number 1 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 1.	0 (No Limit)* - 255 (1 = 1,000)
612	Account Number 2 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 2.	0 (No Limit)* - 255 (1 = 1,000)

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
613	Account Number 3 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 3.	0 (No Limit)* - 255 (1 = 1,000)
614	Account Number 4 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 4.	0 (No Limit)* - 255 (1 = 1,000)
615	Account Number 5 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 5.	0 (No Limit)* - 255 (1 = 1,000)
616	Account Number 6 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 6.	0 (No Limit)* - 255 (1 = 1,000)
617	Account Number 7 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 7.	0 (No Limit)* - 255 (1 = 1,000)
618	Account Number 8 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 8.	0 (No Limit)* - 255 (1 = 1,000)
619	Account Number 9 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 9.	0 (No Limit)* - 255 (1 = 1,000)
620	Account Number 10 Copy Job Limit	Specify the maximum number of pages allowed to copy for the account number 10.	0 (No Limit)* - 255 (1 = 1,000)
7101	Account Number 1 Copy Count	Shows the total number of copies made under account number 1.	-
7102	Account Number 2 Copy Count	Shows the total number of copies made under account number 2.	-
7103	Account Number 3 Copy Count	Shows the total number of copies made under account number 3.	-
7104	Account Number 4 Copy Count	Shows the total number of copies made under account number 4.	-
7105	Account Number 5 Copy Count	Shows the total number of copies made under account number 5.	-
7106	Account Number 6 Copy Count	Shows the total number of copies made under account number 6.	-

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
7107	Account Number 7 Copy Count	Shows the total number of copies made under account number 7.	-
7108	Account Number 8 Copy Count	Shows the total number of copies made under account number 8.	-
7109	Account Number 9 Copy Count	Shows the total number of copies made under account number 9.	-
7110	Account Number 10 Copy Count	Shows the total number of copies made under account number 10.	-

Network Settings

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
1006	Ethernet Speed	Set the communication speed.	17: 10BASE-T Half 18: 100BASE-TX Half 33: 10BASE-T Full 34: 100BASE-TX Full 127: Auto*
1007	IP Mode	Set the type of TCP/IP.	4: IPv4* 10: Both IPv4 and IPv6
1008	Get IP Address	Set the retrieve method for the IP address, subnet mask and gateway address.	1: RARP 2: DHCP 4: BOOTP 8: DHCP with AutoIP* 16: Set manually
1009	Manual IP Address 1 on IPv4	Set the 1st 8-bit of the machine's IP address using the IPv4.	0* - 255
1010	Manual IP Address 2 on IPv4	Set the 2nd 8-bit of the machine's IP address using the IPv4.	0* - 255
1011	Manual IP Address 3 on IPv4	Set the 3rd 8-bit of the machine's IP address using the IPv4.	0* - 255
1012	Manual IP Address 4 on IPv4	Set the 4th 8-bit of the machine's IP address using the IPv4.	0* - 255
1013	Manual Subnet Mask 1 on IPv4	Set the 1st 8-bit of the machine's subnet mask using the IPv4.	0* - 255
1014	Manual Subnet Mask 2 on IPv4	Set the 2nd 8-bit of the machine's subnet mask using the IPv4.	0* - 255

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
1015	Manual Subnet Mask 3 on IPv4	Set the 3rd 8-bit of the machine's subnet mask using the IPv4.	0* - 255
1016	Manual Subnet Mask 4 on IPv4	Set the 4th 8-bit of the machine's subnet mask using the IPv4.	0* - 255
1017	Manual Gateway Address1 on IPv4	Set the 1st 8-bit of the machine's gateway address using the IPv4.	0* - 255
1018	Manual Gateway Address2 on IPv4	Set the 2nd 8-bit of the machine's gateway address using the IPv4.	0* - 255
1019	Manual Gateway Address3 on IPv4	Set the 3rd 8-bit of the machine's gateway address using the IPv4.	0* - 255
1020	Manual Gateway Address4 on IPv4	Set the 4th 8-bit of the machine's gateway address using the IPv4.	0* - 255
1021	IPv4 IP Filter	Set whether to use only the IPv4 when connecting to the machine.	0: No IPv4 access control* 1: Use IPv4 access control
1022	Allowed IPv4 IP Address (1) - 1	Set the 1st 8-bit of the Allowed IPv4 IP Address (1) - 1.	0* - 255
1023	Allowed IPv4 IP Address (1) - 2	Set the 2nd 8-bit of the Allowed IPv4 IP Address (1) - 2.	0* - 255
1024	Allowed IPv4 IP Address (1) - 3	Set the 3rd 8-bit of the Allowed IPv4 IP Address (1) - 3.	0* - 255
1025	Allowed IPv4 IP Address (1) - 4	Set the 4th 8-bit of the Allowed IPv4 IP Address (1) - 4.	0* - 255
1026	IPv4 Access Control Mask bit length (1)	Set the bit length (1) of Access Control Mask for IPv4.	0* - 32
1030	Allowed IPv4 IP Address (2) - 1	Set the 4th 8 bit of the Allowed IPv4 IP Address (2) - 1.	0* - 255
1031	Allowed IPv4 IP Address (2) - 2	Set the 4th 8 bit of the Allowed IPv4 IP Address (2) - 2.	0* - 255
1032	Allowed IPv4 IP Address (2) - 3	Set the 4th 8 bit of the Allowed IPv4 IP Address (2) - 3.	0* - 255

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
1033	Allowed IPv4 IP Address (2) - 4	Set the 4th 8 bit of the Allowed IPv4 IP Address (2) - 4.	0* - 255
1034	IPv4 Access Control Mask bit length (2)	Set the bit length (2) of Access Control Mask for IPv4.	0* - 32
1038	Allowed IPv4 IP Address (3) - 1	Set the 1st 8 bit of the Allowed IPv4 IP Address (3) - 1.	0* - 255
1039	Allowed IPv4 IP Address (3) - 2	Set the 2nd 8 bit of the Allowed IPv4 IP Address (3) - 2.	0* - 255
1040	Allowed IPv4 IP Address (3) - 3	Set the 3rd 8 bit of the Allowed IPv4 IP Address (3) - 3.	0* - 255
1041	Allowed IPv4 IP Address (3) - 4	Set the 4th 8 bit of the Allowed IPv4 IP Address (3) - 4.	0* - 255
1042	IPv4 Access Control Mask bit length (3)	Set the bit length (3) of Access Control Mask for IPv4.	0* - 32
1046	Allowed IPv4 IP Address (4) - 1	Set the 1st 8 bit of the Allowed IPv4 IP Address (4) - 1.	0* - 255
1047	Allowed IPv4 IP Address (4) - 2	Set the 2nd 8 bit of the Allowed IPv4 IP Address (4) - 2.	0* - 255
1048	Allowed IPv4 IP Address (4) - 3	Set the 3rd 8 bit of the Allowed IPv4 IP Address (4) - 3.	0* - 255
1049	Allowed IPv4 IP Address (4) - 4	Set the 4th 8 bit of the Allowed IPv4 IP Address (4) - 4.	0* - 255
1050	IPv4 Access Control Mask bit length (4)	Set the bit length (4) of Access Control Mask for IPv4.	0* - 32
1054	Allowed IPv4 IP Address (5) - 1	Set the 1st 8 bit of the Allowed IPv4 IP Address (5) - 1.	0* - 255
1055	Allowed IPv4 IP Address (5) - 2	Set the 1st 8 bit of the Allowed IPv4 IP Address (5) - 2.	0* - 255
1056	Allowed IPv4 IP Address (5) - 3	Set the 1st 8 bit of the Allowed IPv4 IP Address (5) - 3.	0* - 255
1057	Allowed IPv4 IP Address (5) - 4	Set the 1st 8 bit of the Allowed IPv4 IP Address (5) - 4.	0* - 255

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
1058	IPv4 Access Control Mask bit length (5)	Set the bit length (5) of Access Control Mask for IPv4.	0* - 32
1062	Allowed IPv4 IP Address (6) - 1	Set the 1st 8 bit of the Allowed IPv4 IP Address (6) - 1.	0* - 255
1063	Allowed IPv4 IP Address (6) - 2	Set the 1st 8 bit of the Allowed IPv4 IP Address (6) - 2.	0* - 255
1064	Allowed IPv4 IP Address (6) - 3	Set the 1st 8 bit of the Allowed IPv4 IP Address (6) - 3.	0* - 255
1065	Allowed IPv4 IP Address (6) - 4	Set the 1st 8 bit of the Allowed IPv4 IP Address (6) - 4.	0* - 255
1066	IPv4 Access Control Mask bit length (6)	Set the bit length (6) of Access Control Mask for IPv4.	0* - 32
1070	Allowed IPv4 IP Address (7) - 1	Set the 1st 8 bit of the Allowed IPv4 IP Address (7) - 1.	0* - 255
1071	Allowed IPv4 IP Address (7) - 2	Set the 1st 8 bit of the Allowed IPv4 IP Address (7) - 2.	0* - 255
1072	Allowed IPv4 IP Address (7) - 3	Set the 1st 8 bit of the Allowed IPv4 IP Address (7) - 3.	0* - 255
1073	Allowed IPv4 IP Address (7) - 4	Set the 1st 8 bit of the Allowed IPv4 IP Address (7) - 4.	0* - 255
1074	IPv4 Access Control Mask bit length (7)	Set the bit length (7) of Access Control Mask for IPv4.	0* - 32
1078	Allowed IPv4 IP Address (8) - 1	Set the 1st 8 bit of the Allowed IPv4 IP Address (8) - 1.	0* - 255
1079	Allowed IPv4 IP Address (8) - 2	Set the 1st 8 bit of the Allowed IPv4 IP Address (8) - 2.	0* - 255
1080	Allowed IPv4 IP Address (8) - 3	Set the 1st 8 bit of the Allowed IPv4 IP Address (8) - 3.	0* - 255
1081	Allowed IPv4 IP Address (8) - 4	Set the 1st 8 bit of the Allowed IPv4 IP Address (8) - 4.	0* - 255
1082	IPv4 Access Control Mask bit length (8)	Set the bit length (8) of Access Control Mask for IPv4.	0* - 32

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
1086	Allowed IPv4 IP Address (9) - 1	Set the 1st 8 bit of the Allowed IPv4 IP Address (9) - 1.	0* - 255
1087	Allowed IPv4 IP Address (9) - 2	Set the 1st 8 bit of the Allowed IPv4 IP Address (9) - 2.	0* - 255
1088	Allowed IPv4 IP Address (9) - 3	Set the 1st 8 bit of the Allowed IPv4 IP Address (9) - 3.	0* - 255
1089	Allowed IPv4 IP Address (9) - 4	Set the 1st 8 bit of the Allowed IPv4 IP Address (9) - 4.	0* - 255
1090	IPv4 Access Control Mask bit length (9)	Set the bit length (9) of Access Control Mask for IPv4.	0* - 32
1094	Allowed IPv4 IP Address (10) - 1	Set the 1st 8 bit of the Allowed IPv4 IP Address (10) - 1.	0* - 255
1095	Allowed IPv4 IP Address (10) - 2	Set the 1st 8 bit of the Allowed IPv4 IP Address (10) - 2.	0* - 255
1096	Allowed IPv4 IP Address (10) - 3	Set the 1st 8 bit of the Allowed IPv4 IP Address (10) - 3.	0* - 255
1097	Allowed IPv4 IP Address (10) - 4	Set the 1st 8 bit of the Allowed IPv4 IP Address (10) - 4.	0* - 255
1098	IPv4 Access Control Mask bit length (10)	Set the bit length (10) of Access Control Mask for IPv4.	0* - 32
1103	SNMP Port Status	Set the start status of SNMP port.	0: Disabled 1: Enabled*
1104	LPD Port Status	Set the start status of LPD port.	0: Disabled 1: Enabled*
1105	Port 9100 Port Status	Set the start status of Port 9100 port.	0: Disabled 1: Enabled*
1106	Internet Services Start Status	Set the start status of Internet Services Start Status.	0: Disabled 1: Enabled*
1107	Network Port Status for Scanning	Set the start status of the port for network scanning.	0: Disabled 1: Enabled*
1201	Wi-Fi	Set the start status of Wi-Fi.	0: Disabled 1: Enabled*
1202	Wi-Fi Direct	Set the start status of Wi-Fi Direct.	0: Disabled* 1: Enabled

Feature Settings

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
3000	Paper Supply (Copying)	Set the default tray. You can select 2 (Tray2) only when the One Tray Module (optional) is installed.	0: Automatic 1: Tray1* 2: Tray2 5: Bypass tray
3002	Reduce/Enlarge (Copying)	Set the default zoom ratios.	0: 100% 1: 50.0% 2: 70.7% 3: 141.4% 4: 200.0% 254: Preset 255: Auto*
3003	Edge Erase (Copying)	Set the amount of Edge Erase.	0 - 40 mm (Default: 2 mm)
3004	Original Type (Copying)	Set the default setting of [Original Type].	1: Text* 2: Photo & Text 3: Photo
3005	Lighten/Darken (Copying)	Set the default setting of [Lighten/Darken].	0: Light +2 1: Light +1 2: Normal* 3: Dark +1 4: Dark +2 5: Toner Saver
3006	Sharpness (Copying)	Set the value of the sharpness.	0: Soft +2 1: Soft +1 2: Normal* 3: Sharp +1 4: Sharp +2
3007	Background Suppression (Copying)	Set whether to suppress the document's background color.	0: Off 1: On*

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
3008	Document Size (Copying)	Set the default document size when the program number 206 is set to 2 (Inch Series (8 x 14")).	1: 11 x 17" <input type="checkbox"/> 2: A3 <input type="checkbox"/> 6: 8.5 x 14" <input type="checkbox"/> 7: 8.5 x 13" <input type="checkbox"/> 9: A4 <input type="checkbox"/> 10: 8.5 x 11" <input type="checkbox"/> 16: 8.5 x 11" <input type="checkbox"/> * 17: 5.5 x 8.5" <input type="checkbox"/> 18: A4 <input type="checkbox"/> 22: 7.25 x 10.5" <input type="checkbox"/> 134: Expected document size
		Set the default document size when the program number 206 is set to 3 (AB Series (8 x 13")).	1: 11 x 17" <input type="checkbox"/> 2: A3 <input type="checkbox"/> 5: B4 <input type="checkbox"/> 6: 8.5 x 14" <input type="checkbox"/> 7: 8.5 x 13" <input type="checkbox"/> 9: A4 <input type="checkbox"/> 10: 8.5 x 11" <input type="checkbox"/> 14: B5 <input type="checkbox"/> 16: 8.5 x 11" <input type="checkbox"/> 18: A4 <input type="checkbox"/> * 19: A5 <input type="checkbox"/> 23: B5 <input type="checkbox"/> 134: Expected document size

Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
3008 (Continued)	Document Size (Copying)	Set the default document size when the program number 206 is set to 4 (AB Series (8K/16K)).	1: 11 x 17" 2: A3 3: 8K (China) 4: 8K (Taiwan) 5: B4 6: 8.5 x 14" 7: 8.5 x 13" 9: A4 10: 8.5 x 11" 14: B5 16: 8.5 x 11" 18: A4* 19: A5 20: 16K (China) 21: 16K (Taiwan) 23: B5 134: Expected document size
		Set the default document size when the program number 206 is set to 5 (Inch Series (8 x 13.4")).	1: 11 x 17" 2: A3 6: 8.5 x 14" 9: A4 10: 8.5 x 11" 16: 8.5 x 11"* 17: 5.5 x 8.5" 18: A4 22: 7.25 x 10.5" 56: 8.5 x 13.4" 134: Expected document size
3009	2 Sided (Copying)	Set the default setting of [2 Sided].	0: 1 → 1* 1: 1 → 2 2: 2 → 1 3: 2 → 2
3010	Preset Zoom Ratio (Copying)	Set the preset zoom ratio. You can set a value between 25 and 400% (in 1 minute increments).	25 - 400% (Default:81%)
3011	Background Suppression Level (Copying)	Set the suppression level of [Background Suppression] (Program number: 3007) when the feature is set to on. This feature is available when scanning the monochrome document.	0: Level1 1: Level2* 2: Level3 3: Level4 4: Level5



Program Numbers	Menu Items	Descriptions	Values (*: Default setting)
3012	Edge Erase ID card (Copying)	Set the amount of Edge Erase for copy (ID card) feature.  Note <ul style="list-style-type: none"> This setting is used when you scan 1 card and the skew correction feature is disabled. 	0 - 10 mm (Default: 3 mm)
3013	Scanning Mode for ID card	Set the mode to scan the document using the copy (ID card) feature.	1: Scanning 1 card* 3: Scanning multiple cards
3015	Binding side for 2 Sided copying (Document)	Set the binding side when the document <input type="checkbox"/> is set. When the "Pages Per Side" is selected, the long side binding is set.	3: Long side binding* 4: Short side binding
3016	Binding side for 2 Sided copying (Paper)	Set the binding side when the paper is set. When the "Pages Per Side" is selected, the long side binding is set.	3: Long side binding* 4: Short side binding
3017	Default Document Type for ID card	Set the document type for copy (ID card) feature.	1: Text 2: Photo & Text 3: Photo*
3018	Default Skew Correction for ID card	Set the skew correction type for copy (ID card) feature when the scanning mode is "Scanning 1 card".	0: Disabled 2: Rotation up to 15 degrees*
3019	Default Frame Margin for ID card	Set the amount of frame margin for copy (ID card) feature.	4 - 8 mm (Default: 4 mm)
3030	Substitute Paper Selection (Printing)	Set whether to switch the paper size between A4 and Letter, when paper of the specified size is not loaded in any trays.	0: Disabled 1: Enabled*
3050	Report for IP Address Settings	Set whether to print the System Settings Report when the machine is restarted after you have changed the IP address settings with the Support Tool.	0: Disabled 1: Enabled*
3070	Network Scanning Timeout	Set the amount of time that the machine waits for the scanning process before the network communication times out.	1 - 255 seconds (Default: 30 seconds)

10

Machine Status

Printing Reports

The machine can print the following reports:

Report	Description
System Settings Report	Prints the machine's hardware configuration, version information, status of consumables, number of pages printed by each feature, the items that can be set by Internet Services, and their values.
Service Settings Report	Prints the items that can be set from the control panel in the System Administration mode.
Job History Report	Shows the job execution results. Prints the results of the most recent jobs (up to 50 jobs' worth).  Note <ul style="list-style-type: none"> • When the Job History exceeds 50 jobs, each new job replaces the oldest job in the history. • When printed a job (single page job) continuously, the error information of the jammed page may not be recorded.
Error History Report	Prints information on errors generated in the machine. Up to 42 errors are recorded sequentially from newest to oldest. Records information on up to 10 paper jams or similar errors.  Note <ul style="list-style-type: none"> • The Error History may record less than 42 errors if it contains errors with a large amount of information. When the Error History exceeds its capacity, each new error recorded replaces the oldest error.
Job Counter Report	Prints the total number of pages printed by each feature, along with tallies such as the copy total and permitted maximum number of copies by each user in multiple account mode.

 **Note**

- The items printed will vary according to the machine's settings.

Follow the steps below to print a report.

1 Enter the System Administration mode.

 **Reference**

- Refer to "Enter System Administration Mode" (P.123).

2 Enter the program number "202", and press the <Start> button.

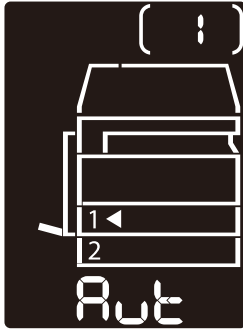
3 Enter the number of the report that you want to print, and press the <Start> button.

Number	Description
1	System Settings Report
2	Service Settings Report
3	Job History Report

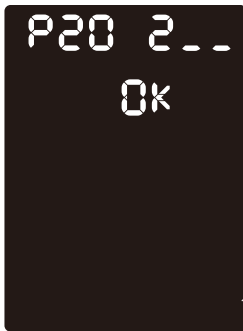
Number	Description
4	Error History Report
5	Job Counter Report

 **Note**

- To stop the current printing job, press the <Stop> button.



When the print job is completed, the status machine diagram displays as shown in the image.



- 4 When you finish printing, press the <Log In/Out> button to exit the System Administration mode.

 **Note**

- When you exit the System Administration mode, the <Log In/Out> button light is turned off.

Checking the Job Counter

You can check the number of pages printed by the machine under the "Billing Information" on the System Settings Report output.

■ **Meter 1**

The total number of pages printed or copied is displayed.

■ **Meter 2**

The total number of pages copied is displayed.

■ **Meter 3**

The total number of pages printed is displayed.

Checking Consumables

You can check the statuses of consumables such as toner cartridge and drum cartridge under the "Consumables" on the System Settings Report output.

■ Toner Status

Shows the toner cartridge status.

[OK]

Replacement is not currently needed.

[Reorder]

Replacement is currently not needed, but the cartridge will need to be replaced soon. Make sure to have a new toner cartridge on hand.

[Replace Soon]

Replacement is needed soon.

■ Drum Status

Shows the drum cartridge status.

[OK]

Replacement is not currently needed.

[Reorder]

Replacement is currently not needed, but the cartridge will need to be replaced soon. Have a new drum cartridge on hand.

[Replace Soon]

Replacement is needed soon.

[Replace Now]

Replacement is needed now.

Checking the Total Number of Impressions Copied

The machine can display the total number of impressions each user has copied and the maximum number of impressions each user is permitted to copy.

This feature can be used in Multiple Account mode to manage the copy paper.

Reference

- Accounting for copy paper: "Managing the Copy Paper with Accounting" (P.105)

To check, follow the steps below.

- 1 Enter the System Administration mode.

Reference

- Refer to "Enter System Administration Mode" (P.123).

- 2 Enter the program number of the group that you want to check, press the <Start> button.

■ Copied Impressions

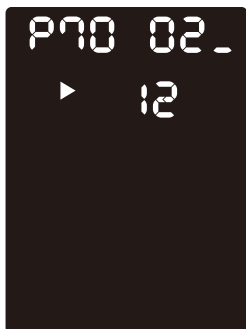
Program Number	Description
7101	Copied impressions by User 1.
7102	Copied impressions by User 2.
7103	Copied impressions by User 3.
7104	Copied impressions by User 4.
7105	Copied impressions by User 5.
7106	Copied impressions by User 6.
7107	Copied impressions by User 7.
7108	Copied impressions by User 8.
7109	Copied impressions by User 9.
7110	Copied impressions by User 10.

■ Copy Limit

Program Number	Description
611	Copy limit for User 1.
612	Copy limit for User 2.
613	Copy limit for User 3.
614	Copy limit for User 4.
615	Copy limit for User 5.
616	Copy limit for User 6.
617	Copy limit for User 7.
618	Copy limit for User 8.

Program Number	Description
619	Copy limit for User 9.
620	Copy limit for User 10.

3 Check the value displayed.



 **Note**

- You can see the next value by pressing the <Start> button when ► appears.
- To return to the program number input screen, press the <Stop> button.

4 When you finish checking, press the <Log In/Out> button, and exit the System Administration mode.

 **Note**

- When you exit the System Administration mode, the <Log In / Out> button light is turned off.

11

Maintenance

Replacing Consumables

The machine is provided with the following consumables. We recommend the use of the following consumables as they are manufactured to meet the specifications of the machine.

Type of Consumables/ Periodic Replacement Parts	Product Code	Quantity/Box
Standard Capacity Toner Cartridge	CT203555	1unit/box
Drum Cartridge	CT351310	1unit/box

 **Note**

- We recommend that you always keep spare consumables/periodic replacement parts available.

 **WARNING**

- **Never use a vacuum cleaner for spilled toner and residual toner in this product, toner cartridge or toner bottle. It may catch fire by electric sparks inside a vacuum cleaner and cause explosion. Use a broom or a wet cloth to wipe off the spills. If you spill a large volume of toner, contact our local representative.**
- **Never throw a toner cartridge into an open flame. Remaining toner in the cartridge may catch fire and cause burn injuries or explosion. If you have a used toner cartridge no longer needed, contact our local representative for its disposal.**

 **CAUTION**

- **Keep drum cartridges and toner cartridges out of the reach of children. If a child accidentally swallows toner, spit it out, rinse mouth with water, drink water and consult a physician immediately.**
- **When replacing drum cartridges and toner cartridges, be careful not to spill the toner. In case of any toner spills, avoid contact with clothes, skin, eyes and mouth as well as inhalation.**
- **If toner spills onto your skin or clothing, wash it off with soap and water. If you get toner particles in the eyes, wash it out with plenty of water for at least 15 minutes until irritation is gone. Consult a physician if necessary. If you inhale toner particles, move to a fresh air location and rinse your mouth with water. If you swallow toner, spit it out, rinse your mouth with water, drink plenty of water and consult a physician immediately.**

■ **Handling consumables/periodic replacement parts**

- Do not store boxes of consumables/periodic replacement parts upright.
- Do not unpack consumables/periodic replacement parts before use. Avoid storing consumables/periodic replacement parts in the following locations:
 - In high temperature and humid locations
 - Near heat-generating devices
 - Areas exposed to direct sunlight
 - Dusty areas
- When using consumables/periodic replacement parts, carefully read precautions for use. Precautions for use are instructed on their bodies or packages, or a precaution sheet is included in their packages.
- We recommend always keeping spare consumables/periodic replacement parts in stock.
- When calling our Customer Support Center to order consumables/periodical replacement parts, have the product codes ready.
- The use of consumables/periodic replacement parts not recommended by FUJIFILM Business Innovation Corp. may impair machine quality and performance. Use only consumables/periodic replacement parts recommended by FUJIFILM Business Innovation Corp.

■ **Checking the status of consumables**

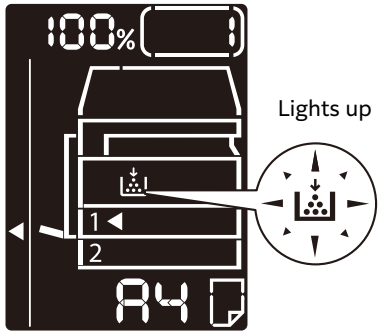
You can check the status of consumables.

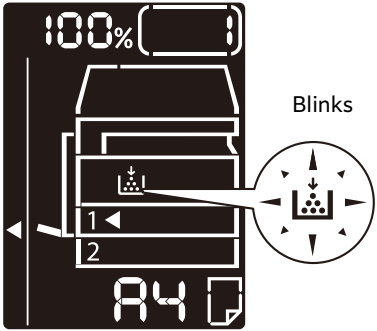
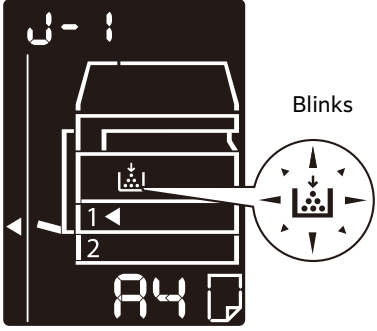
 **Reference**

- For more information, refer to "Checking Consumables" (P.147).

Replacing the Toner Cartridge

The following error codes and icons are displayed in the status machine diagram when the remaining toner level has become low.

Error Code	Status Machine Diagram	Required Action
-		When the toner cartridge icon is lit, the toner cartridge will need to be replaced after about 2,500 pages*. Have a replacement toner cartridge ready.

Error Code	Status Machine Diagram	Required Action
-		<p>When the toner cartridge icon blinks, the toner cartridge will need to be replaced after about 100 pages*. Have a replacement toner cartridge ready.</p> <p>Important</p> <ul style="list-style-type: none"> The toner supply operation sound may be heard while the toner cartridge is blinking, but this is not a malfunction.
J-1		<p>When the error code appears, the toner cartridge icon starts blinking, and the error indicator is lit, the toner cartridge needs to be replaced. Replace the toner cartridge.</p>

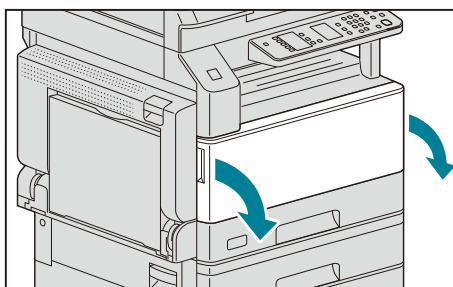
*:The remaining page yield for copy/print jobs is applicable when A4 paper LEF (📄) is used. The value is an estimate and varies depending on the conditions such as the content printed, paper size, paper type, and the machine operating environment.

Important

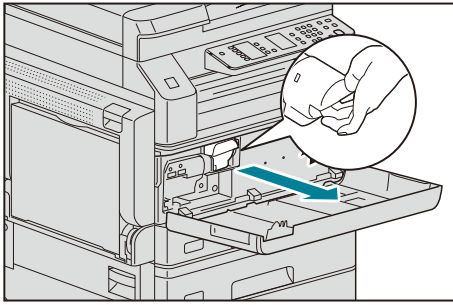
- When you replace a toner cartridge, toner may spill and soil the floor. We recommend laying paper on the floor beforehand.
- The use of toner cartridges not recommended by FUJIFILM Business Innovation Corp. may degrade image quality and performance. Use only the toner cartridges recommended by FUJIFILM Business Innovation Corp.
- When the remaining amount of toner is low, the machine may stop printing and display an error code. If this occurs, replace the toner cartridge to resume copying or printing.
- Leave the machine's power on when replacing the toner cartridge.

Follow the steps below to replace the toner cartridge.

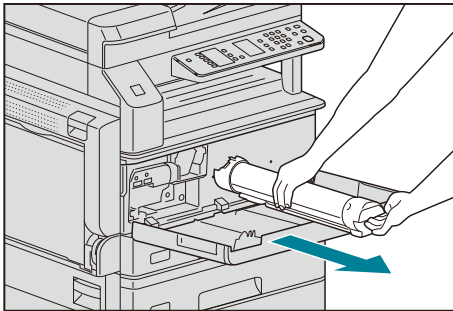
- 1** Make sure that the machine is not operating, and open the front cover.



2 Hold the handle of the toner cartridge.



3 Gently pull the toner cartridge out of the machine.



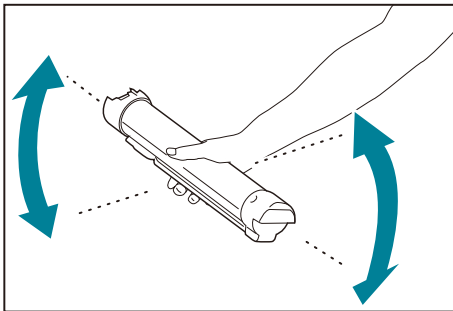
⚠ WARNING

- **Never throw a toner cartridge into an open flame. Remaining toner in the cartridge may catch fire and cause burn injuries or explosion.**
- **If you have a used toner cartridge no longer needed, contact our local representative for its disposal.**

🔔 Important

- Pull out the toner cartridge slowly. Otherwise, toner may spill from the cartridge.
- Return the used toner cartridges to our local representative.

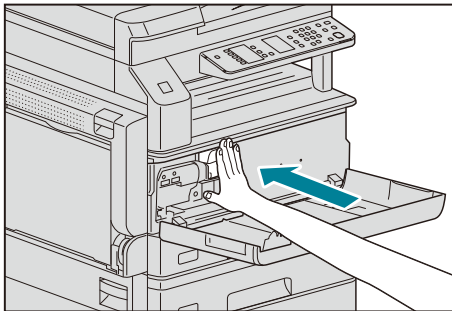
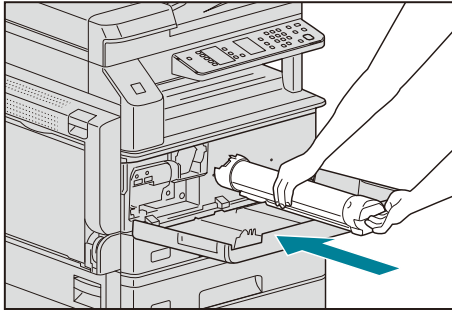
4 Unpack a new toner cartridge, and shake it lightly up/down, and left/right 10 times.



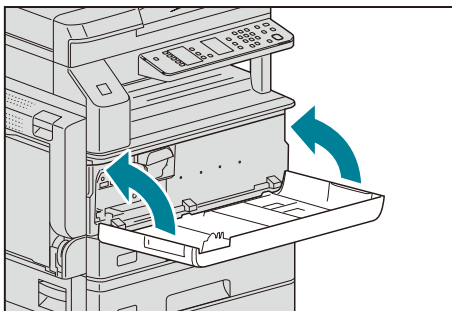
🔔 Important

- Do not touch the shutter.

- 5** Orient the toner cartridge with the arrow (↑) facing up, and insert it as far as it will go.



- 6** Close the front cover.

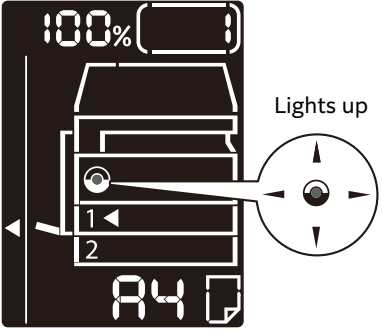
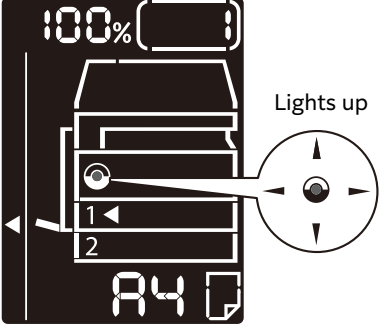
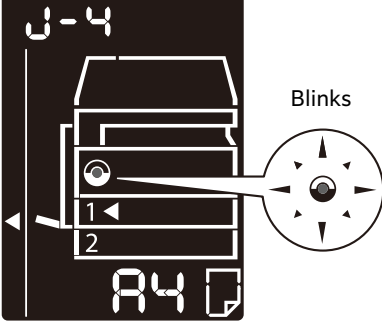
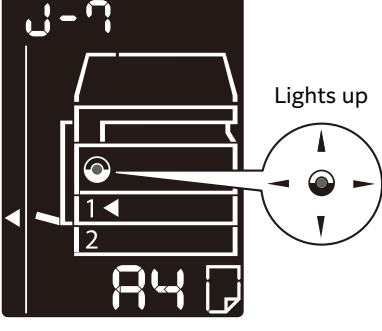


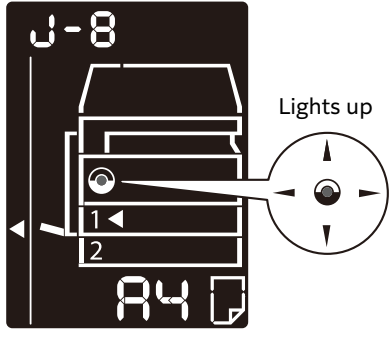
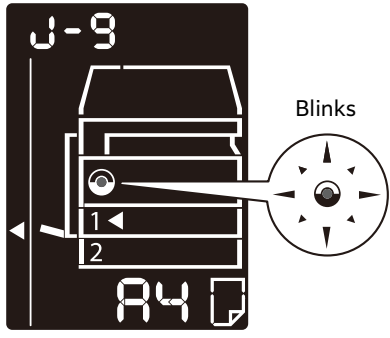
 **Note**

- If the front cover is not completely closed, an error code will appear and the machine will remain paused.

Replacing the Drum Cartridge

The following error codes and icons are displayed in the status machine diagram when the drum cartridge is near the end of its service life.

Error Code	Status Machine Diagram	Required Action
-	 <p>The diagram shows a status machine display with '100%' at the top, a full drum cartridge icon, and 'A4' at the bottom. A circular callout labeled 'Lights up' points to the drum cartridge icon, which is a solid black circle with four arrows pointing outwards.</p>	<p>When the drum cartridge icon is lit, the drum cartridge will need to be replaced after about 4,000 pages*. Have a replacement drum cartridge ready.</p>
-	 <p>The diagram is identical to the first row, showing a status machine display with '100%' at the top, a full drum cartridge icon, and 'A4' at the bottom. A circular callout labeled 'Lights up' points to the drum cartridge icon, which is a solid black circle with four arrows pointing outwards.</p>	<p>When the drum cartridge icon is lit (blinks for three seconds), the drum cartridge will need to be replaced after about 1,000 pages*. Have a replacement drum cartridge ready.</p>
U-4	 <p>The diagram shows a status machine display with 'U-4' at the top, a drum cartridge icon that is blinking, and 'A4' at the bottom. A circular callout labeled 'Blinks' points to the drum cartridge icon, which is a solid black circle with four arrows pointing outwards.</p>	<p>When the error code appears, the drum cartridge icon starts blinking, and the error icon is lit, the drum cartridge needs to be replaced. Replace the drum cartridge.</p>
U-7	 <p>The diagram shows a status machine display with 'U-7' at the top, a lit drum cartridge icon, and 'A4' at the bottom. A circular callout labeled 'Lights up' points to the drum cartridge icon, which is a solid black circle with four arrows pointing outwards.</p>	<p>When the error code appears and the drum cartridge icon is lit, it is time of expiration for the warranty period of the image quality on the drum cartridge.</p>

Error Code	Status Machine Diagram	Required Action
<p>J-8</p>		<p>When the error code appears and the drum cartridge icon is lit (blinks for three seconds), it is time of expiration for the warranty period of performance on the drum cartridge.</p>
<p>J-9</p>		<p>When the error code appears, the drum cartridge icon blinks, and the error indicator is lit, the machine detected a failure due to using a drum cartridge that is not supported. Replace the drum cartridge immediately.</p>

*:The service life values shown are the total number of A4 (📄) pages that can be printed. Actual remaining service life will vary depending on the paper size and orientation, number of consecutive pages printed, and the machine's operating environment. Use the figures above only as a guideline.

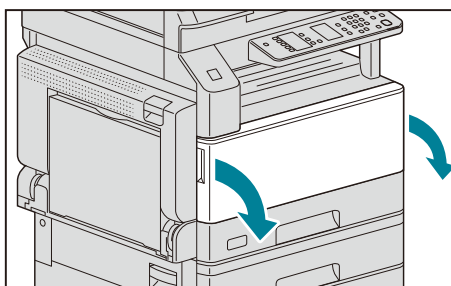
 **Important**

- The use of drum cartridges not recommended by FUJIFILM Business Innovation Corp. may lower the machine's output quality or performance. Always use drum cartridges recommended by FUJIFILM Business Innovation Corp. in the machine.

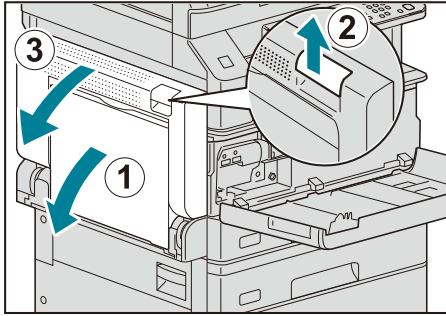
 **Note**

- Do not expose drum cartridges to direct sunlight or strong indoor fluorescent lights. Do not touch or scratch the drum surface. Print quality may be affected.

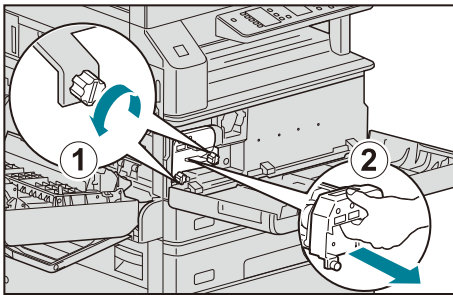
1 Make sure that the machine is not operating, and open the front cover.



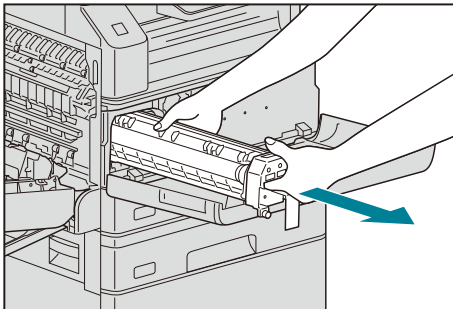
- 2 Open the Bypass tray (1), and then while lifting up the release lever (2), gently open the left cover (3).



- 3 Loosen the two screws counterclockwise (1), and slowly slide out the drum cartridge (2).



- 4 Hold the bottom of the drum cartridge as shown in the illustration, and gently pull out the drum cartridge from the machine.

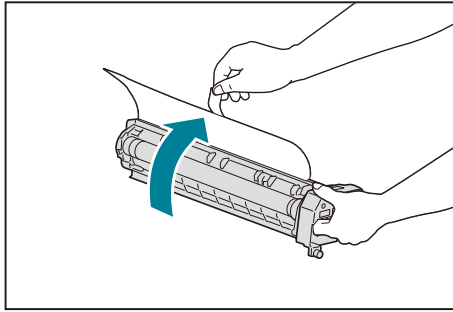


- 5 Take the new drum cartridge out of the box, and insert the used drum cartridge into the supplied plastic bag and place it into the box.

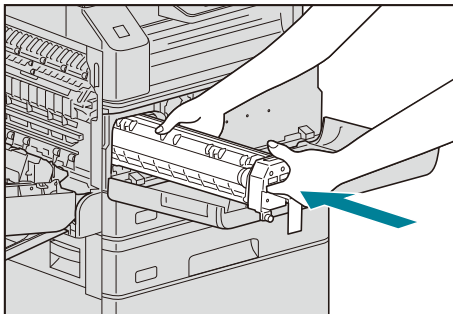
 **Important**

- Do not place the new drum cartridge in an upright position.
- Return the used drum cartridge to our local representative.

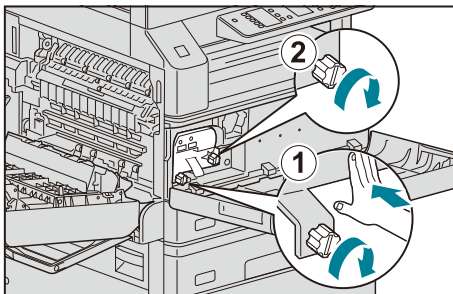
- 6** Peel the protective sheet off the new drum cartridge.



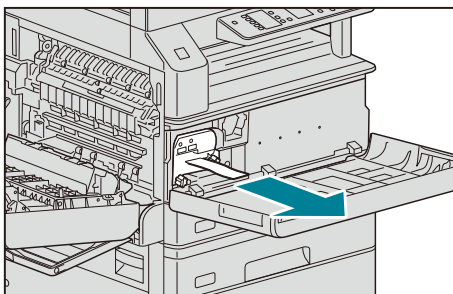
- 7** Insert the new drum cartridge.



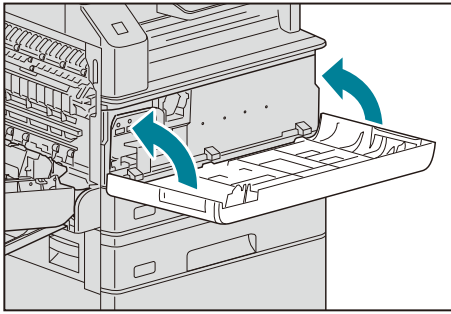
- 8** Tighten the two screws clockwise.



- 9** Peel off the drum cartridge's protective strip.



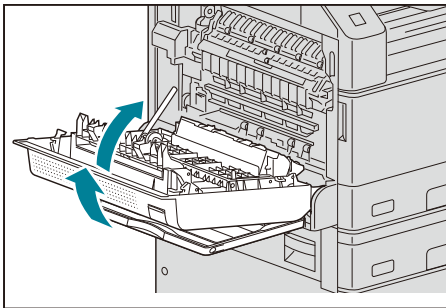
10 Close the front cover.



 **Note**

- If the front cover is not completely closed, an error code will appear and the machine will remain paused.

11 Gently close the left cover and the Bypass tray.



 **Note**

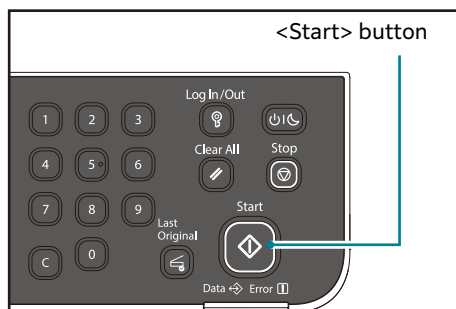
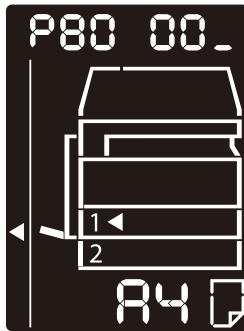
- If the left cover is not completely closed, an error code will appear and the machine will remain paused.

12 Enter the System Administration mode.

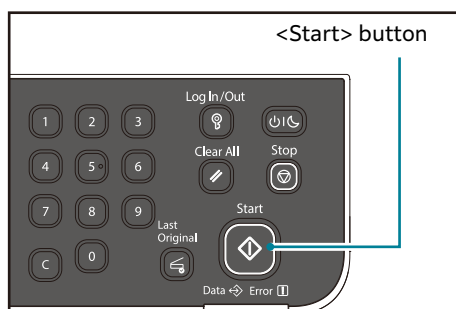
 **Reference**

- Refer to "Enter System Administration Mode" (P.123).

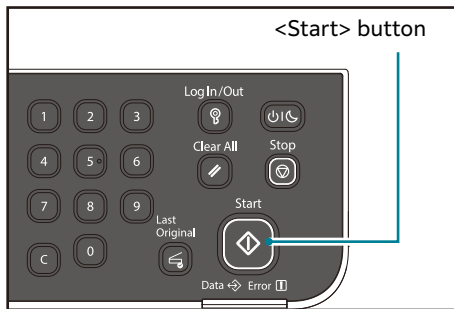
13 Enter the program number "8000", and press the <Start> button.



14 Enter the value [950807], and press the <Start> button.



15 In the confirmation screen, press the <Start> button.



When the initializing is completed, the end screen will appear.



Cleaning the Machine

This section describes how to clean the machine such as the outer casing, the document cover, the document feeder, and the document glass.

⚠ WARNING

- **When cleaning this product, use the designated cleaning materials exclusive to it.**
- **Other cleaning materials may result in poor performance of the product. Never use aerosol cleaners to avoid catching fire and explosion.**

⚠ CAUTION

- **When cleaning this product, always turn off and unplug it. Access to a live machine interior may cause electric shock.**

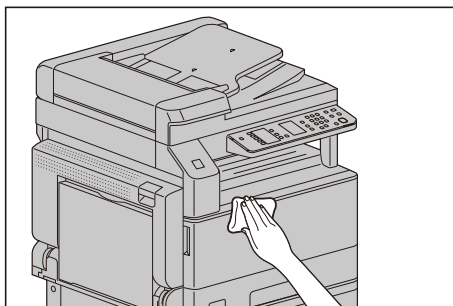
Cleaning the Exterior

The following describes how to clean the exterior of the machine.

🔔 Important

- Do not use benzene, paint thinner, or other volatile liquids or spray insect repellent on the machine as they may discolor, deform, or crack covers.
- Cleaning the machine with an excessive amount of water may cause the machine to malfunction or damage documents during copying, scanning, or printing.

- 1** Wipe the exterior with a firmly wrung soft cloth moistened with water.



🔔 Important

- Do not use cleaning agents other than water or neutral detergent.

🗨 Note

- If you cannot remove the dirt easily, gently wipe the machine with a soft cloth moistened with a small amount of neutral detergent.

- 2** Wipe off any excess water with a soft cloth.

Cleaning the Document Cover and the Document Glass

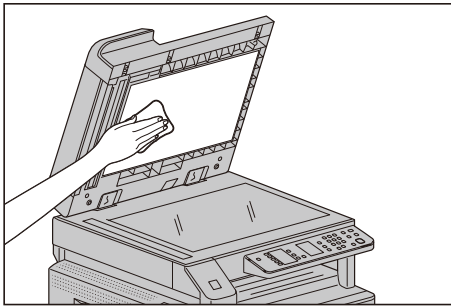
If the document cover and document glass become soiled, smudges may appear on copies, or scanned documents and the machine may not properly detect document sizes.

To ensure clean copies at all times, clean the document cover and the document glass about once a month.

 **Important**

- Do not use benzene, paint thinner, or other organic solvents. Doing so may damage paint or coating on plastic parts.
- Cleaning the machine with an excessive amount of water may cause the machine to malfunction or damage documents during copying or scanning.

- 1** Wipe the document cover with a soft cloth moistened with water to remove any dirt, and then wipe it with a soft, dry cloth.



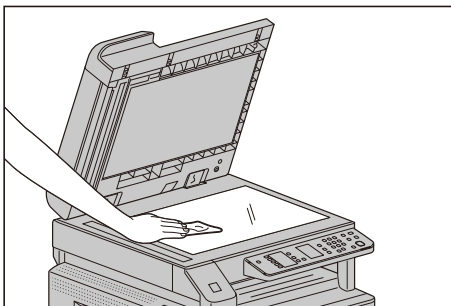
 **Important**

- Do not use cleaning agents other than water or neutral detergent.

 **Note**

- If you cannot remove dirt easily, gently wipe the document cover with a soft cloth moistened with a small amount of neutral detergent.

- 2** Wipe the document glass with a soft cloth moistened with water to remove any dirt, and then wipe it with a soft, dry cloth.



 **Important**

- Do not use cleaning agents other than water or neutral detergent.

 **Note**

- If you cannot remove dirt easily, gently wipe the document glass with a soft cloth moistened with a small amount of neutral detergent.

Cleaning the Document Presser and the Constant Velocity Glass

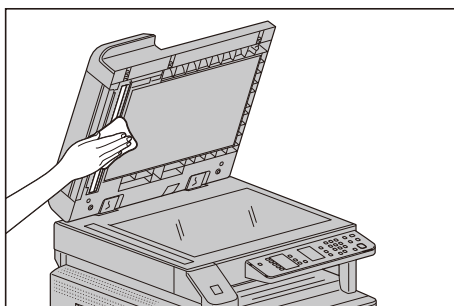
If the document presser or constant velocity glass becomes soiled, smudges may appear on copies, or scanned documents and the machine may not properly detect document sizes.

To ensure clean copies at all times, clean the document presser and the constant velocity glass about once a month.

Important

- Do not use benzene, paint thinner, or other organic solvents. Doing so may damage paint or coating on plastic parts.
- Cleaning the machine with an excessive amount of water may cause the machine to malfunction or damage documents during copying or scanning.

- 1** Wipe the document presser with a soft cloth moistened with water to remove any dirt, and then wipe it with a soft, dry cloth.



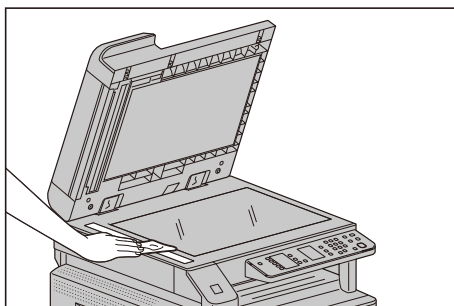
Important

- Do not press the film with an excessive force as it can be easily damaged.
- Do not use cleaning agents other than water or neutral detergent.

Note

- If you cannot remove dirt easily, gently wipe the document presser with a soft cloth moistened with a small amount of neutral detergent.

- 2** Wipe the constant velocity glass with a soft cloth moistened with water to remove any dirt, and then wipe it with a soft dry cloth.



Important

- Do not use cleaning agents other than water or neutral detergent.

Note

- If you cannot remove dirt easily, gently wipe the constant velocity glass with a soft cloth moistened with a small amount of neutral detergent.

Cleaning Document Feeder Rollers (only models with a document feeder installed)

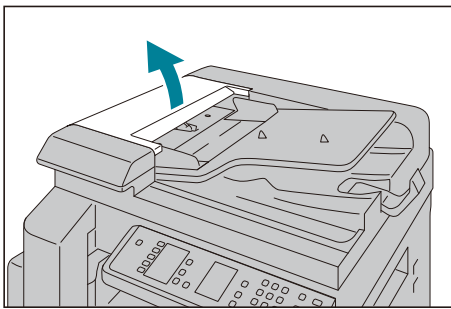
If the document feeder rollers become soiled, smudges may appear on copies, or scanned documents and paper jams may occur.

To ensure clean copies at all times, clean the document feeder rollers about once a month.

Important

- Do not use benzene, paint thinner, or other organic solvents. Doing so may damage paint or coating on plastic parts.
- Cleaning the machine with an excessive amount of water may cause the machine to malfunction or damage documents during copying or scanning.

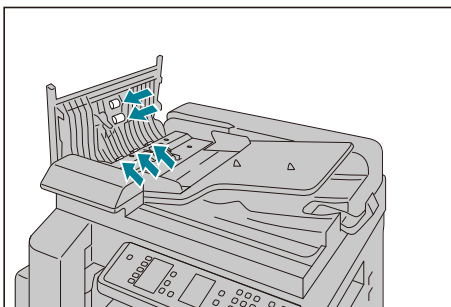
- 1** Lift the latch of the document feeder cover until it is completely open.



Note

- When you fully open the cover, it enters a fixed position. Open the cover gently.

- 2** While turning the rollers, wipe them with a soft cloth moistened with water.



Important

- Do not use cleaning agents other than water or neutral detergent.
- Use a cloth firmly wrung to prevent water drops from falling into the machine. If water gets into the machine, it may cause the machine to malfunction.

Note

- If you cannot remove dirt easily, gently wipe the rollers with a soft cloth moistened with a small amount of neutral detergent.

- 3** Close the document feeder cover until it clicks into place, and confirm that there is no space between the near or far side of the cover and the document feeder.

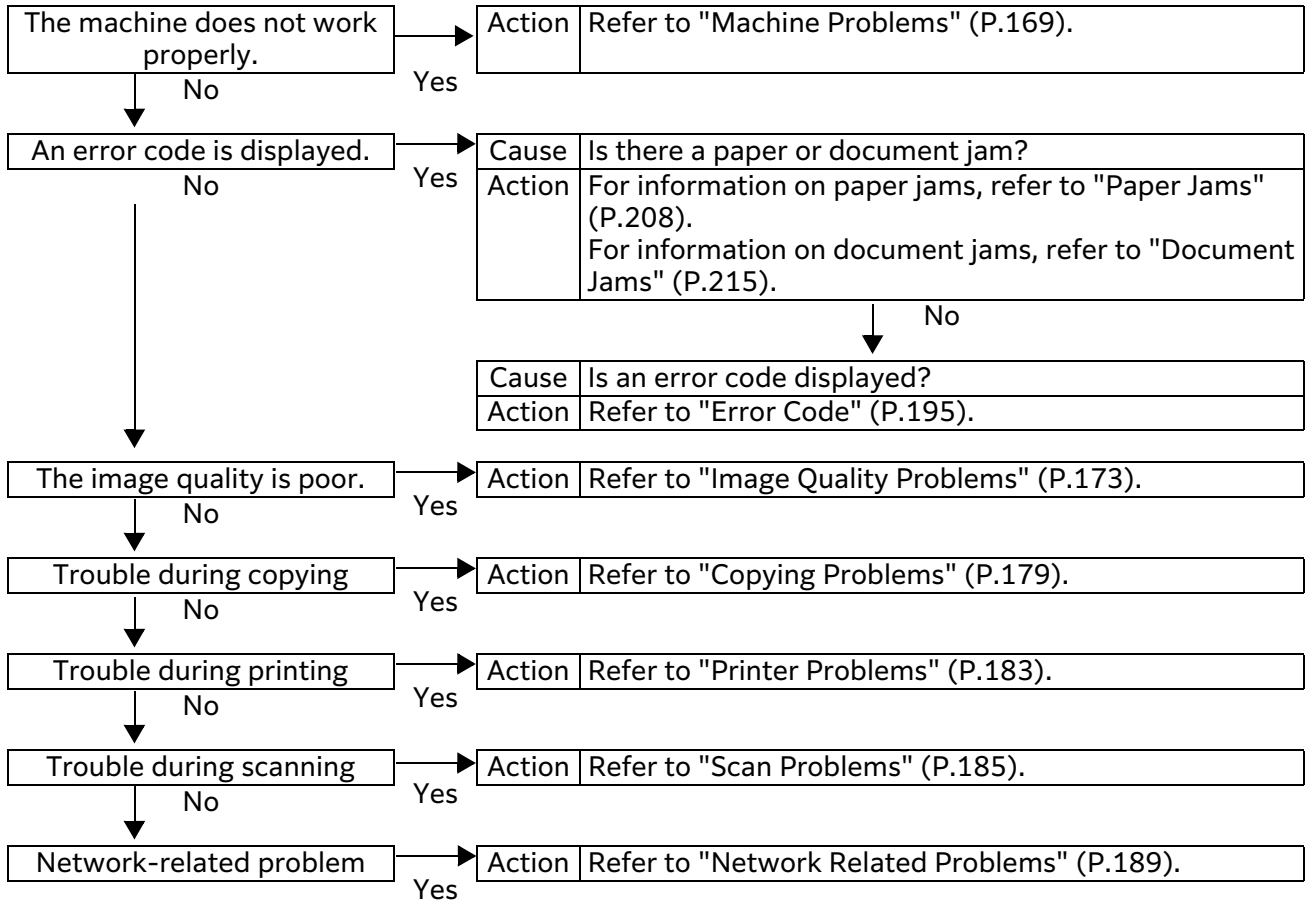
12

Problem Solving

Troubleshooting

This section describes troubles that may occur with the machine and their solutions.








Follow the troubleshooting procedure below to solve the problems.


















If you cannot resolve an error despite following the above procedure, contact our local representative.

Machine Problems

Check the machine's status again if you suspect a malfunction.

Symptom	Possible Cause	Remedy
The machine is not powered on.	Is the power turned on?	Turn the power on.  Reference • Refer to "Power Source" (P.51).
	Is the power cord plugged into the power outlet?	Turn the power off and make sure the power plug is inserted securely. Then turn the power on.
	Is the power cord disconnected from the machine?	
	Does the AC outlet supply power properly?	Connect another appliance to the outlet to verify the power supply.
The <Error> indicator is blinking.	The system of the machine or the components installed may have a trouble.	Turn the power off, then on again. If the problem persists, contact our local representative.
The <Error> indicator is lit.	Is paper or document jammed?	Remove the jammed paper or document.  Reference • Refer to "Paper Jams" (P.208). • Refer to "Document Jams" (P.215).
	Is the machine front cover or another cover open?	Follow the instructions in the displayed error code to take the required action.  Reference • Refer to "Error Code" (P.195).
The display is dark.	Is the  <Power/Power Saver> button lit?	The machine is in the Power Saver mode. Press the control panel's  <Power/Power Saver> button to exit the Power Saver mode.
Unable to print or copy.	Is there an error code displayed in the control panel's display?	Follow the instructions in the displayed error code to take the required action.  Reference • Refer to "Error Code" (P.195).
	Is the power cord connected?	Turn the power off and make sure the power plug is inserted securely into the power outlet. Then turn the power on.
The <Data> indicator does not light even though you instructed the machine to print.	Is the interface cable connected?	Check the interface cable connection.  Reference • Refer to "Connecting the machine to a computer" (P.16).

Symptom	Possible Cause	Remedy
The <Data> indicator does not light even though you instructed the machine to print.	Is the computer's environment correctly set?	Check the computer environment such as print driver settings.
	Is the required port status set to [Enabled]?	Check the status of the port to use, and then set the port status to [Enabled].  Reference • Refer to "Activating the Communication Port To Use" (P.25).
Unable to print although a print job is instructed to Bypass tray.	Is the specified paper size loaded in the tray?	Follow the instructions in the displayed error code to place paper of the correct size, and then try again.  Reference • Refer to "Error Code" (P.195). • Refer to "Loading Paper in Bypass Tray" (P.74).
The print quality is poor.	An image quality problem may have occurred.	Take the required action described in "Image Quality Problems".  Reference • Refer to "Image Quality Problems" (P.173).
Unable to insert or remove a tray.	Did you open a cover or turn the machine off during printing?	Do not forcibly insert or remove the tray. Turn off the power. In a few seconds, turn on the power. When the machine is ready to receive data, insert or remove the tray.
Unable to copy with the specified size.	Is the document glass or the document cover dirty?	Clean the document glass or document cover.  Reference • Refer to "Cleaning the Document Cover and the Document Glass" (P.164).
	Is the document a transparency or highly translucent medium?	Use the document glass to copy the document, placing a sheet of white paper on top of it.
	Is the document in the correct position?	Place the document correctly.  Reference • Refer to "Placing Document" (P.83).
	Is the document loaded correctly?	
	Are the document guides on the document feeder set in the correct positions?	Align the document guides correctly.  Reference • Refer to "Placing Document" (P.83).
	Is the document folded?	Smooth out the document and place it again correctly.  Reference • Refer to "Placing Document" (P.83).

Symptom	Possible Cause	Remedy
Paper is often jammed or wrinkled.	Is paper loaded correctly in the tray?	Load paper correctly.  Reference • Refer to "Loading Paper in Trays 1 and 2" (P.72).
	Is the tray inserted correctly?	Correctly insert the tray by firmly pushing it until it stops.  Reference • Refer to "Loading Paper in Trays 1 and 2" (P.72).
	Is the paper damp?	Replace the paper with a new one.
	Is the paper curled?	Turn over the paper in the tray, or replace the paper with a new one.
	Are the paper and tray settings correct?	Correctly set the paper settings to correspond to the paper loaded.  Reference • Refer to "Changing the Paper Size for Trays 1 and 2" (P.76).
	Are any torn pieces of paper remaining or is there a foreign object in the machine?	Open the cover of the machine or pull out the tray to remove any torn pieces or foreign objects.  Reference • Refer to "Paper Jams" (P.208).
	Is non-standard paper loaded in the tray?	Replace with paper that meets machine specifications.  Reference • Refer to "Paper Types" (P.70).
	Is paper exceeding the maximum fill line in the tray?	Load paper in the tray so that it does not exceed the maximum fill line.  Reference • Refer to "Loading Paper in Trays 1 and 2" (P.72).
	Are the paper guides set correctly?	Load paper correctly, and align the paper guides to the paper.  Reference • Refer to "Loading Paper in Trays 1 and 2" (P.72). • Refer to "Loading Paper in Bypass Tray" (P.74).
	Is the paper finely cut out?	Some paper types may not be cut out finely. Load the paper after fanning it well.
A document is not fed onto document feeder.	Is the document small? The minimum size of document that can be loaded into the document feeder is A5  .	
















Symptom	Possible Cause	Remedy
An error code appears when paper is loaded in Bypass tray and the <Start> button is pressed	Check the positions of the paper guides of Bypass tray.	Adjust the paper guides to the correct positions.  Reference <ul style="list-style-type: none"> Refer to "Error Code" (P.195). Refer to "Loading Paper in Bypass Tray" (P.74).
Documents often jam.	Are suitable types of documents being used?	Correctly load the documents suitable for the document feeder.  Reference <ul style="list-style-type: none"> Refer to "Placing Document" (P.83).
	Are you using the irregular shaped documents, business cards, transparencies, or thin documents?	
	Are there any sticky tags, paper clips or adhesive tape on the document?	Remove any sticky tags, paper clips, or adhesive tape from the document before copying.
	Are the document guides set in the correct positions?	Adjust the document guide positions.  Reference <ul style="list-style-type: none"> Refer to "Placing Document" (P.83).
	Is a piece of torn paper remaining in the document feeder?	Open the document feeder cover and check inside.  Reference <ul style="list-style-type: none"> Refer to "Document Jams" (P.215).
An edge of the document is folded.	Is the document curled?	Flatten the curl and load the document again.






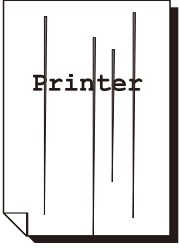
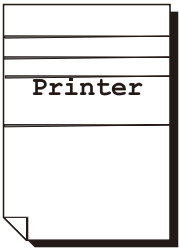


Image Quality Problems



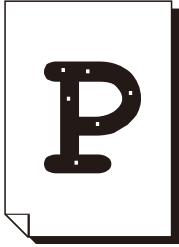


If the image quality of the printout is poor, use the table below to find our most likely cause, and take the required action.





If the image quality remains poor after taking the required action, contact our local representative.

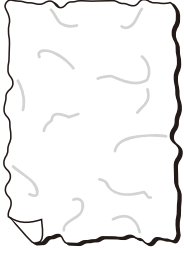



Symptom	Possible Cause	Remedy
Copies are dirty.	Is the document glass or the document cover dirty?	Clean the document glass or the document cover.  Reference • Refer to "Cleaning the Document Cover and the Document Glass" (P.164).
	Is the document a transparent type such as a transparency medium?	When copying highly translucent documents, dirt on the document cover shows up in the copy. Place a sheet of white paper over the document before copying.
	Is the document on colored or rough paper, or a blueprint?	Adjust the copy density or remove the background paper color before copying.  Reference • Refer to "Lighten/Darken" (P.95).
	Is the document on glossy printing paper?	Glossy printing paper easily sticks to the document glass, and shadows can resemble dirt in the copy. Place a transparency or transparent film under the document before copying.
Black lines appear in copies.	Is the document feeder's constant velocity glass dirty?	Clean the constant velocity glass.  Reference • Refer to "Cleaning the Document Presser and the Constant Velocity Glass" (P.165).
Copies are too dark.	Is the copy density set to a high value?	Adjust the copy density.  Reference • Refer to "Lighten/Darken" (P.95).
Copies are too light.	Is the document light?	
	Is the copy density set to a low value?	
The copy is slightly out of position.	Is the paper loaded in the correct position such as the paper's leading edge drifted away from the corners of the tray?	Load paper correctly, and align the paper guides to the paper.  Reference • Refer to "Loading Paper in Trays 1 and 2" (P.72). • Refer to "Loading Paper in Bypass Tray" (P.74).

Symptom	Possible Cause	Remedy
Copies are out of position or crooked.	Have you placed the document correctly?	Place the document correctly.  Reference • Refer to "Placing Document" (P.83).
	Is the paper loaded correctly in the tray?	Load the paper correctly.  Reference • Refer to "Loading Paper in Trays 1 and 2" (P.72).
	If using Bypass tray, have you loaded the paper so that the paper guides are in contact with it?	Load the paper correctly.  Reference • Refer to "Loading Paper in Bypass Tray" (P.74).
	Are the document feeder's document guides misaligned?	Place the document correctly, moving the document guides into contact with the edges of the document.  Reference • Refer to "Placing Document" (P.83).
	Have you mounted the tray securely?	Mount the tray by inserting it securely all the way into the machine.  Reference • Refer to "Loading Paper in Trays 1 and 2" (P.72).
Copies have missing parts in them.	Is the paper damp?	Damp paper creates missing parts or unclear copies. Replace it with paper from an unopened pack.
	Is the paper in the tray creased or wrinkled?	Remove any problematic sheets, or replace the paper with paper from an unopened pack.
	Are you copying a cut-and-pasted or creased document?	Cut-and-pasted or creased parts of the document may not be making proper contact with the document glass. Place a stack of white paper on top of the document to bring it into proper contact with the document glass.
Striped patterns appear in copies.	Are you attempting to make an enlarged copy of the document with a too large enlargement factor?	When making enlarged copies, some enlargement factors can create striped patterns. Adjust the copy enlargement factor.  Reference • Refer to "Reduce/Enlarge" (P.96).

Symptom	Possible Cause	Remedy
<p>The printout is light (faded, unclear).</p> 	The paper is damp.	Replace the paper with new paper.
	The drum cartridge has deteriorated or been damaged.	Replace the drum cartridge with a new one.  Reference <ul style="list-style-type: none"> Refer to "Replacing the Drum Cartridge" (P.156).
	The toner cartridge has run out of toner.	Replace the toner cartridge with a new one.  Reference <ul style="list-style-type: none"> Refer to "Replacing the Toner Cartridge" (P.152).
<p>Black spots appear in copies.</p> 	The drum cartridge has deteriorated or been damaged.	Replace the drum cartridge with a new one.  Reference <ul style="list-style-type: none"> Refer to "Replacing the Drum Cartridge" (P.156).
<p>Black or colored lines appear in printouts.</p>  	The drum cartridge has deteriorated or been damaged.	Replace the drum cartridge with a new one.  Reference <ul style="list-style-type: none"> Refer to "Replacing the Drum Cartridge" (P.156).
	The constant velocity glass is dirty.	Clean the constant velocity glass.  Reference <ul style="list-style-type: none"> Refer to "Cleaning the Document Presser and the Constant Velocity Glass" (P.165).

Symptom	Possible Cause	Remedy
<p>Dirt appears at regular intervals in the printout.</p> 	<p>The paper feed path is dirty.</p> <p>The drum cartridge has deteriorated or been damaged.</p>	<p>Print several sheets.</p> <p>Replace the drum cartridge with a new one.</p> <p> Reference</p> <ul style="list-style-type: none"> Refer to "Replacing the Drum Cartridge" (P.156).
<p>White spots appear in areas of black fill.</p> 	<p>The paper is unsuitable.</p> <p>The drum cartridge has deteriorated or been damaged.</p>	<p>Load the correct type of paper.</p> <p>Replace the drum cartridge with a new one.</p> <p> Reference</p> <ul style="list-style-type: none"> Refer to "Replacing the Drum Cartridge" (P.156).
<p>The printout comes off on the fingers. The toner is not fused to the paper. The paper is contaminated with toner.</p> 	<p>The paper is damp.</p> <p>The paper is unsuitable.</p>	<p>Replace the paper with new paper.</p> <p>Load the correct type of paper.</p>

Symptom	Possible Cause	Remedy
The entire printout is black. 	The drum cartridge has deteriorated or been damaged.	Replace the drum cartridge with a new one. 🔍 Reference <ul style="list-style-type: none"> Refer to "Replacing the Drum Cartridge" (P.156).
	A high-voltage power supply failure may have occurred.	Contact our local representative.
The printout is blank. 	Multiple pages were fed through the machine at once (double feeding).	Riffle through the stack of paper thoroughly before loading it.
	The toner cartridge has run out of toner.	Replace the toner cartridge with a new one. 🔍 Reference <ul style="list-style-type: none"> Refer to "Replacing the Toner Cartridge" (P.152).
	A power failure or high-voltage power supply failure may have occurred.	Contact our local representative.
The printout contains white areas, or white or colored stripes. 	The paper is damp.	Replace the paper with new paper.
	The paper is unsuitable.	Load the correct type of paper.
The printout is faint overall. 	When using the Bypass tray to print, the paper size specified in the print driver does not match the type and size of the paper actually loaded. 🔍 Reference <ul style="list-style-type: none"> Refer to "Loading Paper in Bypass Tray" (P.74). 	Load paper of the correct type and size in the Bypass tray.
	Multiple pages were fed through the machine at once.	Riffle through the stack of paper thoroughly before loading it.

Symptom	Possible Cause	Remedy
<p>The paper is wrinkled.</p> 	<p>The paper is unsuitable.</p> <p>Paper has been added to the paper loaded.</p> <p>The paper is damp.</p>	<p>Replace the paper with new paper.</p>
<p>Text is blurry.</p> 	<p>The paper is unsuitable.</p> <p>Paper has been added to the paper loaded.</p> <p>The paper is damp.</p>	<p>Replace the paper with new paper.</p>
<p>White or color patches appear vertically.</p> 	<p>The drum cartridge has deteriorated or been damaged.</p>	<p>Replace the drum cartridge with a new one.</p> <p>🔍 Reference</p> <ul style="list-style-type: none"> Refer to "Replacing the Drum Cartridge" (P.156).
<p>The printout is slanted.</p> 	<p>The paper cassette's paper guides are not aligned to the correct position.</p>	<p>Align the horizontal and vertical paper guides properly.</p> <p>🔍 Reference</p> <ul style="list-style-type: none"> Refer to "Loading Paper in Trays 1 and 2" (P.72). Refer to "Loading Paper in Bypass Tray" (P.74).

Copying Problems




This section provides possible solutions to various problems you may encounter when using the Copy features.

Note

- Some models do not have a document feeder installed.


Unable to Copy






The table below lists possible solutions when you are unable to copy.









Symptom	Possible Cause	Remedy
The document is not fed properly through the document feeder.	The document size is too small.	The minimum size of document that can be loaded on the document feeder is A5  .
	The document is not a supported type.	The document feeder does not support warped documents, business cards, transparencies, thin documents, or documents with attached stick-on notes, paper clips or tape.  Reference • Refer to "Paper Types" (P.70).
	The document guides are misaligned.	Align the document guides properly to match the document size.
	There are document shreds stuck in the document feeder.	Open the document feeder cover, and remove the document shreds.  Reference • Refer to "Document Jams" (P.215).
	You have placed a document containing pages of different sizes.	You cannot place documents with different size pages.





Copy Output Problems

The table below lists possible solutions to problems with the copy output.

Symptom	Possible Cause	Remedy
Copies are dirty.	The document cover or document glass is dirty.	Clean the document cover or document glass.  Reference • Refer to "Cleaning the Document Cover and the Document Glass" (P.164).

Symptom	Possible Cause	Remedy
Copies are dirty.	The document is a transparency or highly translucent medium.	When copying highly translucent documents, dirt on the document cover shows up in the copy. Place a sheet of white paper over the document before copying.
	The document is on colored or rough paper, or is a blueprint.	The paper's background color is being copied. Adjust the copy density or image quality, or specify background suppression before copying.
	The document is printed on glossy printing paper.	Glossy printing paper easily sticks to the document glass, and shadows can resemble dirt in the copy. Place a transparency or transparent film under the document before copying.
Copies are too dark or too light.	The copy density adjustment is not right.	Adjust the copy density.  Reference • Refer "Lighten/Darken" (P.95).
	The document is light.	Adjust the copy density.  Reference • Refer "Lighten/Darken" (P.95).
	The image quality setting is not correct for the document.	If the copy output of black text is too light, set [Original Type] to [Text].  Reference • Refer to "Original Type" (P.94).
The copy is slightly out of position.	The paper loaded in the tray is misaligned.	Align the paper stack, and load it so that the leading edge of the paper is aligned with the front corners of the tray.
Copies have missing parts in them.	The paper is damp.	Damp paper creates missing parts or unclear copies. Replace it with paper from an unopened pack.
	The paper in the tray is creased or wrinkled.	Remove any problematic sheets, or replace the paper with paper from an unopened pack.
	The document has been cut-and-pasted, or is creased.	Cut-and-pasted or creased parts of the document may not be making proper contact with the document glass. Place a stack of white paper on top of the document to bring it into proper contact with the document glass.
	The document size is not correct.	Check the document size set correctly.  Reference • Refer to "Original Size" (P.102).
	The paper size is not correct.	Check the paper size set correctly.  Reference • Refer to "Setting the Paper Size" (P.78).

Symptom	Possible Cause	Remedy
Striped patterns appear in copies.	The document's enlargement factor is too large.	When making enlarged copies, some enlargement factors can create striped patterns. Adjust the copy enlargement factor.  Reference • Refer to "Reduce/Enlarge" (P.96).
Copies are out of position or crooked	You have not placed the document correctly.	Place the document correctly.  Reference • Refer to "Placing Document" (P.83).
	The document feeder's document guides are misaligned.	Place the document correctly, moving the document guides into contact with the edges of the document.
	You have not mounted the tray securely.	Mount the tray by inserting it securely all the way into the machine.
	The paper guides of the bypass tray are misaligned.	Place the document correctly, moving the document guides into contact with the edges of the document.
	The document size is not correct.	Check the document size set correctly.  Reference • Refer to "Original Size" (P.102).
	The paper size is not correct.	Check the paper size set correctly.  Reference • Refer to "Setting the Paper Size" (P.78).
The copy is not the desired size.	The document cover or document glass is dirty.	Clean the document cover or document glass.  Reference • Refer to "Cleaning the Document Cover and the Document Glass" (P.164).
	The document is a transparency or highly translucent medium.	Place a sheet of white paper over the document before copying.
	The document has shifted out of position.	Place the document correctly.  Reference • Refer to "Placing Document" (P.83).
	The document feeder's document guides are misaligned.	Place the document correctly, moving the document guides into contact with the edges of the document.  Reference • Refer to "Placing Document" (P.83).
	The document is creased.	Smooth out the document and place it again correctly.  Reference • Refer to "Placing Document" (P.83).





Symptom	Possible Cause	Remedy
The copy is not the desired size.	The document size setting is incorrect.	Check the document size set correctly.  Reference • Refer to "Original Size" (P.102).
	The paper size setting is incorrect.	Check the paper size set correctly.  Reference • Refer to "Setting the Paper Size" (P.78).
The edges of copies are cut off.	The document exceeds the printable area.	Adjust the reduction/enlargement factor to reduce the copy slightly.
	The document size is not correct.	Check the document size set correctly.  Reference • Refer to "Original Size" (P.102).
	The paper size is not correct.	Check the paper size set correctly.  Reference • Refer to "Setting the Paper Size" (P.78).

Printer Problems

This section provides possible solutions to various problems you may encounter when using the Print features.

Unable to Print

The table below lists possible solutions when you are unable to print.

Symptom	Possible Cause	Remedy
Data remains in the printer icon.	The machine's power is not on.	Turn the machine's power on.  Reference • Refer to "Power Source" (P.51).
	The computer's cable is disconnected.	Connect the computer's cable.
	The machine's cable is disconnected.	Connect the machine's cable.  Reference • Refer to "Connecting the machine to a computer" (P.16).
	An error has occurred in the machine.	Check the error information, and take the required action.
	There is a problem in the network connecting the computer and machine.	Contact your Network Administrator.
	The port is not activated.	Activate the port to use.  Reference • Refer to "Activating the Communication Port To Use" (P.25).
	The machine is connected to multiple computers.	Wait a while, and then try printing again.
Data has been sent to the machine.	No paper has been loaded.	Load paper.
	There is no paper of the specified size.	Load paper of the specified size.  Reference • Refer to "Loading Paper" (P.72).
	An error has occurred in the machine.	Check the error information, and take the required action.
	Job execution has been paused.	Use the screen to select whether to cancel the job.

Print Output Problems

The table below lists possible solutions to print output problems.

Symptom	Possible Cause	Remedy
The printout is on the wrong paper size.	The wrong size paper was loaded in the specified tray.	Change the size of the paper loaded in the tray, or change the print options to use a tray containing the specified paper size.
The image at the edges of the paper is missing.	The document exceeds the machine's printable area.	Enlarge the machine's print area, or reduce the document's print area.
The settings specified in the printing options are disabled.	The print driver of another model machine is in use.	Install the machine's print driver.
	An option has not been mounted.	Check the options mounted in the machine, and then reselect the items in [Items] under [Options] in the print driver.
The computer is not using the print driver supplied with the machine (is using another company's print driver).	Confirm whether the print driver on the computer is the one supplied with the machine.	On the computer, select the print driver supplied with the machine. If the print driver is not listed for selection, install the print driver and then select it. Operation is not guaranteed if another company's print driver is used.

Scan Problems





This section provides possible solutions to various problems you may encounter when using the Scan feature.

 **Note**

- Some models do not have a document feeder installed.




Unable to Scan

The table below lists possible solutions when you are unable to scan.

Symptom	Possible Cause	Remedy
The document is not fed properly through the document feeder.	The document size is too small.	The minimum size of document that can be loaded on the document feeder is A5  .
	The document is not a supported type.	The document feeder does not support warped documents, business cards, transparencies, thin documents, or documents with attached stick-on notes, paper clips or tape.  Reference • Refer to "Paper Types" (P.70).
	The document guides are misaligned.	Align the document guides properly to match the document size.  Reference • Refer to "Placing the Document" (P.107).
	There are document shreds stuck in the document feeder.	Open the document feeder cover, and remove the document shreds.  Reference • Refer to "Document Jams" (P.215).


Unable to Load Scan Data to a Computer





The table below lists possible solutions when you are unable to load a scanned document to a computer.

Symptom	Possible Cause	Remedy
Unable to find the scanner.	The machine's power is not on.	Turn the machine's power on.  Reference • Refer to "Power Source" (P.51).
	The computer's USB cable is disconnected.	Reconnect the computer's disconnected USB cable.  Reference • Refer to "Connecting the machine to a computer" (P.16).
	The machine's USB cable is disconnected.	Reconnect the machine's disconnected USB cable.  Reference • Refer to "Connecting the machine to a computer" (P.16).
Unable to load data from the scanner due to a TWAIN communication error.	The scan driver is not installed.	Install the scan driver.
Operation stopped while loading data.	Is the file size too large?	Lower the resolution setting, and then try loading the data again.

Scan Image Quality Problems

This table below lists possible solutions to problems with the image quality of scan data.

Symptom	Possible Cause	Remedy
The scanned image is dirty.	The document cover or document glass is dirty.	Clean the document cover or document glass.  Reference <ul style="list-style-type: none"> Refer to "Cleaning the Document Cover and the Document Glass" (P.164).
	The document is a transparency or highly translucent medium.	When scanning highly translucent documents, dirt on the document cover shows up in the output. Place a sheet of white paper over the document before scanning.
	The document is on colored or rough paper, or is a blueprint.	Adjust the scan density or image quality before scanning.
	The scanned document is printed on glossy printing paper.	Glossy printing paper easily sticks to the document glass, and shadows can resemble dirt in the scan. Place a transparency or transparent film under the document before scanning.
The image is too dark or too light.	The scan density is not properly adjusted.	Adjust the scan density.
	The Original Type is unsuitable.	Select the proper Original Type for the document.
There are missing parts in the image.	The document has been cut-and-pasted, or is creased.	Cut-and-pasted or creased parts of the document may not be making proper contact with the document glass. Place a stack of white paper on top of the document to bring it into proper contact with the document glass.

Symptom	Possible Cause	Remedy
The image is not the desired size.	The document cover or document glass is dirty.	Clean the document cover or document glass.  Reference • Refer to "Cleaning the Document Cover and the Document Glass" (P.164).
	The document is a transparency or highly translucent medium.	Place a sheet of white paper over the document before scanning.
	The document has shifted out of position.	Place the document correctly.  Reference • Refer to "Placing the Document" (P.107).
	The document feeder's document guides are misaligned.	Place the document correctly, moving the document guides into contact with the edges of the document.  Reference • Refer to "Placing the Document" (P.107).
	The document is creased.	Smooth out the document and place it again correctly.
The image is not in color.	[Color Mode] is set to [Black & White].	Select [Color].
The image is grainy.	A low resolution is set.	Set a higher resolution.  Reference • Refer to "Placing the Document" (P.107).

Network Related Problems

This section provides possible solutions to network problems.

Problems Using TCP/IP (LPD/Port9100)

The table below lists possible causes for problems that occur when using TCP/IP (LPD/Port9100), the methods to check, and the required actions to take.

■ Unable to Print

Possible Cause	How to Check	Remedy
The correct IP address has not been set.	Have the Network Administrator check whether the machine's IP address is correct.	Set the correct IP address in the machine.
An unrecoverable failure occurred while processing a print job.	Check whether an error is displayed in the control panel's display.	Turn the machine's power off, wait until the display becomes blank, and then turn the power on again.
The selected protocol is not compatible with the computer	Check the selected protocol.	Select a protocol compatible with the computer.

Problems Using Internet Services

The table below lists possible solutions to problems you may encounter when using Internet Services.

Symptom	Remedy
Unable to connect to Internet Services.	Is the machine operating normally? Check whether the machine's power is on.
	Is [Internet Services] running? Print a System Settings Report and check it.
	Has the Internet address been entered correctly? Check the Internet address again. If you still can't connect to Internet Services, try connecting by entering the IP address.
	Are you using a proxy server? The machine cannot connect to some proxy servers. Do not use a proxy server. Set your web browser [Not using proxy server], or set the address you are using to [Not using proxy server].
The message "Please wait" is not going away.	Wait for a while. If the condition persists, press the [Refresh] button. If the condition still persists, check whether the machine is operating normally.

Symptom	Remedy
Nothing happens after pressing [Refresh].	Are you using a supported web browser?
The frame on the right is not updated after selecting a menu item from the frame on the left.	<p>6d Reference</p> <ul style="list-style-type: none"> See "Using Internet Services" (P.26) to check whether your web browser is a supported type.
The screen display is fragmented.	Change your web browser's window size.
The display is not updated.	Press [Refresh].
Nothing happens after pressing [Apply].	Are the entered values correct? If you entered an out-of-range value, it is automatically changed to a value within range.
	Are you now using, or did you just use the machine's control panel? When the Auto Reset feature is set, settings made by Internet Services are not applied until the preset amount of time has elapsed. Wait for a while.
	Is the machine in the Power Saver mode? Cancel the Power Saver mode, and then try again.
When you click [Apply], a message such as "The server has returned ineffective or unrecognizable response" or "No data" is displayed on the browser.	Is the password correct? The password you re-entered for confirmation does not match. Enter the password correctly.
	Restart the machine.

Internet/Intranet Connection Problems

The table below lists possible causes and solutions for problems that may occur when connecting to the Internet or an intranet.

Unable to Connect to the Internet or an Intranet

Possible Cause	Remedy
The IP address has not been set correctly.	Check the IP address setting. If the IP address has not been set correctly, specify a fixed IP address or use DHCP or Autonet to resolve the IP address.
The IP gateway address has not been set correctly.	Enter the IP gateway address correctly when connecting to a proxy server or web server via an IP gateway.
The subnet mask has not been set correctly.	Set the subnet mask correctly, to match the environment in use.
The DNS server address has not been set correctly.	Check the DNS server address.

Possible Cause	Remedy
The DNS server selected cannot resolve the address.	Select a DNS server that can resolve the address. <ul style="list-style-type: none"> • When connecting via the proxy server Set the IP address of a DNS server that can resolve the address of the proxy server. • When not connecting via the proxy server Set the IP address of a DNS server that can resolve the destination address.
The setting of the address that does not use a proxy server is incorrect.	Confirm whether only addresses that do not use a proxy server are set. Even if addresses not through a proxy server are specified using the FQDN, if a server is directly accessed using its IP address, the registered server is not excluded. Set the address not to use a proxy server. Likewise, even if you directly specify an address that does not use a proxy server, if a server is accessed with the FQDN, the registered server is not excluded. Set an IP address with the FQDN not to use a proxy server.
The connected server or proxy server is down.	Check whether the server or proxy server to connect to is working normally.
A network cable is disconnected or broken.	Check the network cable connections. The use of a spanning tree environment is recommended to create a network environment resistant to disconnections.
Unable to communicate due to the load on the server application.	Wait a while, and then access the server again.
An error has occurred but is not displayed on the control panel.	Errors that occur while executing background processes are not displayed on the control panel. Print the Job History Report to check the execution results.
Unable to connect due to an access restriction set in the proxy server, firewall or web server.	Types of access restrictions are listed below. Check the set access restriction. <ul style="list-style-type: none"> • Address (port) restriction • SSL restriction • User access (or access authority level) restriction • Content block • Scheme restriction (such as restriction on use of HTTP) • Forwarded data size restriction • Method restriction (such as restriction on use of POST) • HTTP header restriction (such as access permitted only on certain browsers) • Time restriction (such as use permitted only during certain time slots)

Unable to Connect to the Desired Web Server

Symptom	Remedy
The machine is not set to use a proxy server.	If the machine is not set to use a proxy server in an environment that uses one, you cannot connect to the desired web server. Set the machine to use a proxy server.

Symptom	Remedy
The machine is set to use a proxy server even though the environment does not use a proxy server.	Do not set the machine to use a proxy server in an environment not requiring the use of the proxy server (such as an intranet).
The proxy server address has not been set correctly.	If the machine is set to use a proxy server, you will not be able to connect to the desired web server if the proxy server address is not set correctly. Set the proxy server address correctly.
Unable to connect because the user name or password is incorrect when the proxy server requires authentication.	Set a user name and password in the machine that the proxy server will permit connection for.

IPv4 or IPv6 Connection Problems

The table below lists possible solutions to problems that may occur when connecting to an IPv4 or IPv6 address.

Unable to Connect to an IPv4 Address

Symptom	Remedy
When entering an IPv4 address, the machine does not work properly when 0 is added to the head of values in the address, such as 192.0.2.014.	Do not add 0 to the head of address values.

Unable to Connect to an IPv6 Address

Symptom	Remedy
Unable to access the machine by specifying a link-local address.	Append a scope ID to the link-local address. When using a web browser on Windows OS to access the machine by specifying fe80::203:baff:fe48:9010, append the Windows Ethernet adapter local area connection number (such as 8) as the scope ID (for example, enter fe80::203:baff:fe48:9010%8).
Unable to communicate with a Windows operating system supporting IPv6.	Set fixed addresses in Windows operating systems supporting IPv6.
Searches for devices outside the router do not work properly.	When going outside the router in an SMB search, enter the recipient address directly. Multicasting is only supported within a local link (FF02::1).


Unable to Print in an IPv6 Environment

Symptom	Remedy
Unable to use a shared Windows printer from a Windows operating system supporting IPv6 in an IPv6 network environment without a DNS server.	Register the machine's computer name in the "hosts" file in the Windows operating system supporting IPv6. Example: Register the name in the file C:\Windows\system32\driver\etc\hosts.

Other IPv6 Problems

Symptom	Remedy
IPv6 addresses are not entered correctly in output Job Logs.	Use IPv4.

Wireless Problems

Symptom	Remedy
Cannot setup wireless connection.	Make sure that the (Wi-Fi) LED on the operation panel lights up.  Reference <ul style="list-style-type: none"> For more information, refer to "Wireless Connection" (P.18).
	Try disabling the firewall on your computer. The firewall on your computer may be blocking communication with your machine.
Cannot setup wireless connection with WPS (Wi-Fi Protected Setup).	Make sure that the security setting of the wireless LAN access point or router is WPA (Wi-Fi Protected Access) or WPA2. (WEP is not supported on WPS.)
Cannot setup wireless connection with the WPS-PBC (Wi-Fi Protected Setup-Push Button Configuration).	Press the WPS button on the wireless LAN access point or router within two minutes after starting the WPS operation on the machine. For details about the wireless LAN access point or router, refer to the manual supplied with the wireless LAN access point or router.
Cannot setup wireless connection with WPS-PIN (Wi-Fi Protected Setup-Personal Identification Number).	Check if the PIN you have entered on the computer is correct.
Cannot connect to the wireless network after setting up wireless connection.	Check if the passphrase for WPA/WPA2/WPA3 encryption or WEP key set on the wireless LAN access point or router has been changed. (Passphrase may be described as key on some access points or routers.) For details about the wireless LAN access point or router, refer to the manual supplied with the wireless LAN access point or router.

Wi-Fi Direct Problems

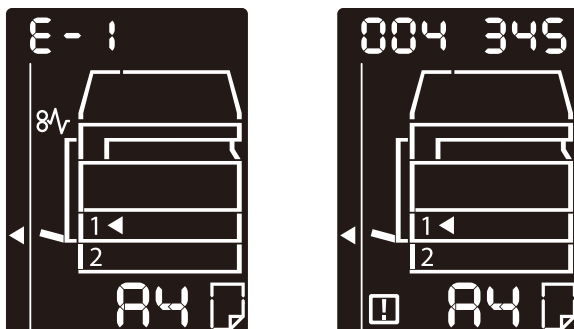
Symptom	Remedy
The device cannot discover the machine.	The machine may be connected to another device via Wi-Fi Direct. Disconnect the machine and the device. For details, refer to "Wireless Connection" (P.18).
The network mode of the printer cannot be set to Ad-Hoc mode.	Make sure that Wi-Fi Direct is set to Disable.
Wi-Fi Direct cannot be set to Enable.	Make sure that the network mode is set to Wi-Fi infrastructure mode.

Error Code

This section describes error codes.

An error code (X-X) or (XXX-XXX) blinks if printing terminated abnormally because of an error, or a malfunction occurred in the machine.

- Display Example of Error Code



Refer to the error codes in the following table to resolve problems.

Important

- If an error code is displayed, any print data remaining in the machine and information stored in the machine's memory is not secured.

If an error code is displayed that is not listed in the following table, or if you cannot resolve an error despite following the instructions described in the table, contact our local representative. The contact number is printed on the label or card attached to the machine.






Note







- If a two-digit error code (X-X) appears, you can view the grouped six-digit error code (XXX-XXX) while holding down the <ID Card> button.








■ Error code (X-X)











 **Note**

- One Tray Module is an optional component.
- Some models do not have a document feeder installed.

Error Code	Cause	Remedy
A-1	Documents jammed in the document feeder.	Remove the jammed document.  Reference • Refer to "Document Jams" (P.215).
A-2	The size of documents that are loaded in the document feeder is not supported.	Place the document on the document glass. If a document is jammed, remove the jammed paper.  Reference • Refer to "Document Jams" (P.215).
A-3	The document size cannot be detected.	Check the followings: - Only documents are placed on the document feeder. - The document guides are aligned to the document. - All documents are the same size. The mixed size documents cannot be loaded at the same time. If containing different sizes, use the document glass. To continue the processing job, reload the documents that have not been copied or scanned yet, and then press the <Start> button.  Reference • Refer to "Placing Document" (P.83).
A-5	The document feeder cover is open.	Close the cover.  Reference • Refer to "Machine Components" (P.46).
A-6	The document for the copy (ID card) feature cannot be detected.	Reset the document on the document glass, and then press the <Start> button. To cancel a job, press the <Stop> button.  Reference • Refer to "ID Card" (P.97).

Error Code	Cause	Remedy
C-0	Either there is no tray to auto-select or no appropriate size of paper loaded in the selected tray.	<p>First, select the desired tray from the trays with lit indicators by pressing the <Paper Supply> button and pull out the selected tray.</p> <p>Next, load paper that is the same size and orientation displayed in the paper size display area of the status machine diagram, and then press the <Start> button.</p> <p>To cancel a job, press the <Stop> button.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Loading Paper" (P.72).
C-1	Out of paper in Tray 1.	<p>Reload paper in Tray 1. If the tray is empty, load paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Loading Paper in Trays 1 and 2" (P.72).
C-2	Out of paper in Tray 2.	<p>Reload paper in Tray 2. If the tray is empty, load paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Loading Paper in Trays 1 and 2" (P.72).
C-3	Out of paper in the Bypass tray.	<p>Reload paper in the Bypass tray. If the tray is empty, load paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Loading Paper in Bypass Tray" (P.74).
C-5	The size and orientation of paper loaded in Tray 1 do not match the settings of the machine.	<p>Confirm that the size and orientation of paper loaded in Tray 1 match the settings displayed in the paper size display area, and reload paper adjusting with the paper guides.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Loading Paper in Trays 1 and 2" (P.72). <p>When changing the setting of paper size and orientation, cancel the job first by pressing the <Stop> button.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Changing the Paper Size for Trays 1 and 2" (P.76).

Error Code	Cause	Remedy
<p>C-6</p>	<p>The size and orientation of paper loaded in Tray 2 do not match the settings specified in the machine.</p>	<p>Confirm that the size and orientation of paper loaded in Tray 2 match the settings displayed in the paper size display area, and reload paper adjusting with the paper guides.</p> <p> Reference</p> <ul style="list-style-type: none"> Refer to "Loading Paper in Trays 1 and 2" (P.72). <p>When changing the setting of paper size and orientation, cancel the job first by pressing the <Stop> button.</p> <p> Reference</p> <ul style="list-style-type: none"> Refer to "Changing the Paper Size for Trays 1 and 2" (P.76).
<p>C-7</p>	<p>The size and orientation of paper loaded in the Bypass tray do not match the settings of the machine.</p>	<p>Confirm that the size and orientation of paper loaded in the Bypass tray match the settings displayed in the paper size display area, and reload paper adjusting with the paper guides.</p> <p> Reference</p> <ul style="list-style-type: none"> Refer to "Loading Paper in Bypass Tray" (P.74). <p>When changing the setting of paper size and orientation, cancel the job first by pressing the <Stop> button.</p> <p> Reference</p> <ul style="list-style-type: none"> Refer to "Changing the Paper Size for Trays 1 and 2" (P.76).
<p>C-9</p>	<p>When the Pages Per Side feature or the Reduce/Enlarge feature is activated, the zoom ratio required for page layout is beyond the range of 25 - 400%.</p>	<p>Press the <Stop> button. Change the zoom ratio to fit entirely in the paper, place all documents, and then press the <Start> button.</p>
<p>E-1</p>	<p>Papers jammed in the machine's left cover.</p>	<p>Open the machine's left cover, and remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> Refer to "E-1: Paper Jam in Left Cover [A]" (P.209).
<p>E-2</p>	<p>Papers jammed in the machine's one tray module cover.</p>	<p>Open the machine's one tray module cover, and remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> Refer to "E-2: Paper Jam in One Tray Module Cover [B]" (P.211).
<p>E-3</p>	<p>Papers jammed in Tray 1 or the machine's left cover.</p>	<p>Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> Refer to "Paper Jams" (P.208).

Error Code	Cause	Remedy
E-4	Papers jammed in Tray 2 or the machine's one tray module cover.	Remove the jammed paper.  Reference • Refer to "Paper Jams" (P.208).
E-5	Papers jammed in the Bypass tray or the machine's left cover.	Remove the jammed paper.  Reference • Refer to "Paper Jams" (P.208).
E-6	The machine's left cover is open.	Close the cover.  Reference • Refer to "Machine Components" (P.46).
E-7	The machine's front cover is open.	Close the cover.  Reference • Refer to "Machine Components" (P.46).
E-8	The machine's one tray module cover is open.	Close the cover.  Reference • Refer to "Machine Components" (P.46).
E-9	The image will be cut off with the current setting.	Place the document in landscape orientation, and then press the <Start> button.  Important • When using the document feeder, reload all documents in the document feeder without opening the document cover.
H-0	Cooling inside the machine.	Automatically started. Do not open any cover of the machine.
J-1	Out of toner.	Replace the toner cartridge.  Reference • Refer to "Replacing the Toner Cartridge" (P.152).
J-4	The drum cartridge needs to be replaced.	Turn the power off, wait for 10 seconds after the display is turned off, and then turn the power on again. If the display cannot be turned off, replace the drum cartridge.  Reference • Refer to "Replacing the Drum Cartridge" (P.156).
J-5	The machine cannot detect the drum cartridge.	Remove the seal on the drum cartridge.  Reference • Refer to "Replacing the Drum Cartridge" (P.156).
J-6	The drum cartridge is defective.	Replace the drum cartridge.  Reference • Refer to "Replacing the Drum Cartridge" (P.156).


Error Code	Cause	Remedy
J-7	The warranty period of the image quality on the drum cartridge is expired.	It may affect the image quality. Replacing the drum cartridge is recommended. 📖 Reference • Refer to "Replacing the Drum Cartridge" (P.156).
J-8	The warranty period of performance on the drum cartridge is expired.	It may damage the machine. Replace the drum cartridge. 📖 Reference • Refer to "Replacing the Drum Cartridge" (P.156).
J-9	The drum cartridge is defective.	Replace the drum cartridge immediately. Otherwise, the machine will be damaged. 📖 Reference • Refer to "Replacing the Drum Cartridge" (P.156).
L-1	Reached the maximum copy limit while the limit is set. Also, the user who reached the copy job limit has logged in.	Press the <Stop> button, and contact your system administrator.
n-1	A job is canceled due to out of memory in reading.	Change the setting, and then try again.
n-2	A job is canceled.	Change the setting, and then try again.







Error Code	Cause and Remedy
003-500	[Cause] When using the Pages Per Side function, the printout doesn't fit in the paper with the specified reduction/enlargement factor. [Remedy] Press the control panel's <Stop> button, and change the setting.
003-795	[Cause] When enlarging/reducing a scanned document to the paper size specified, the reduction/enlargement ratio exceeds the allowed range. [Remedy] Press the control panel's <Stop> button, and change the setting.
003-942	[Cause] A document with a non-standard size is set in the document feeder. [Remedy] Press the control panel's <Stop> button, and check the document.







Error Code	Cause and Remedy
003-957	<p>[Cause] The document for the copy (ID card) feature cannot be detected.</p> <p>[Remedy] Reset the document on the document glass, and then press the <Start> button.</p> <p>To cancel a job, press the <Stop> button.</p> <p>6d Reference</p> <ul style="list-style-type: none"> Refer to "ID Card" (P.97).
003-963	<p>[Cause] When [Auto] is set for [Paper Supply] for a copy job, the size of the scan document is larger than the paper size that can be copied.</p> <p>[Remedy] Press the control panel's <Stop> button, and change the setting.</p>
003-972	<p>[Cause] Exceeded the maximum pages that can be scanned during a copy/scan job.</p> <p>[Remedy] Press the control panel's <Stop> button, and cancel the job.</p>
003-973	<p>[Cause] The image size is too large when enlarging/reducing a scanned document that does not match the orientation of paper.</p> <p>[Remedy] Take one of the following measures.</p> <ul style="list-style-type: none"> Reduce the magnification with [Reduce/Enlarge]. Change the orientation of paper or document.
004-345	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
005-122 005-198 005-199	<p>[Cause] A document jam occurred in the document feeder.</p> <p>[Remedy] Remove the jammed document.</p> <p>6d Reference</p> <ul style="list-style-type: none"> Refer to "Document Jams" (P.215).
005-280 005-288	<p>[Cause] An error occurred in the document feeder.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
005-305	<p>[Cause] The document feeder cover is open.</p> <p>[Remedy] Close the document feeder cover.</p>
005-907	<p>[Cause] A document jam occurred in the document feeder.</p> <p>[Remedy] Remove the jammed document.</p> <p>6d Reference</p> <ul style="list-style-type: none"> Refer to "Document Jams" (P.215).



Error Code	Cause and Remedy
007-271	<p>[Cause] Tray 2 malfunction.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative. You can use a tray other than Tray 2.</p>
010-311 010-312 010-320 010-327 010-379 010-392	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
010-602	<p>[Cause] Temperature sensor of the machine detected abnormality.</p> <p>[Remedy] The machine will automatically recover when the machine cools down. Wait for a while, and try again.</p>
016-372	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
016-500 016-501	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power.</p>
016-570	<p>[Cause] A communication error occurred while scanning.</p> <p>[Remedy] Press the control panel's <Stop> button, and cancel the job.</p>
016-571	<p>[Cause] A communication error occurred during print processing.</p> <p>[Remedy] The machine will automatically recover. Wait a moment, and try again.</p>
016-742 016-744	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power.</p>
016-749	<p>[Cause] An error occurred.</p> <p>[Remedy] Press the control panel's <Stop> button, and cancel the job.</p>
016-759	<p>[Cause] A setting has been entered for the maximum number of permitted copies, and has been reached. Alternatively, a user who has reached their maximum number of copies logged in.</p> <p>[Remedy] Press the control panel's <Stop> button, and cancel the job.</p>
016-768	<p>[Cause] SMTP server address error occurred.</p> <p>[Remedy] Consult your network administrator whether the network or the server has any problem.</p>
016-776	<p>[Cause] A job is canceled.</p> <p>[Remedy] Press the control panel's <Stop> button, and cancel the job.</p>

Error Code	Cause and Remedy
016-799	<p>[Cause] An invalid print parameter is included in the print data of the application, or the print data and the Print Setup settings may not match.</p> <p>[Remedy] Press the control panel's <Stop> button, and cancel the job.</p>
016-981	<p>[Cause] The EPC memory is full.</p> <p>[Remedy] Press the control panel's <Stop> button, and cancel the job.</p>
024-365	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
024-910	<p>[Cause] The paper size set for Tray 1 and the paper size specified for the job are not the same.</p> <p>[Remedy] Press the control panel's <Stop> button to cancel the job or change the paper to the specified paper size.</p>
024-911	<p>[Cause] The paper size set for Tray 2 and the paper size specified for the job are not the same.</p> <p>[Remedy] Press the control panel's <Stop> button to cancel the job or change the paper to the specified paper size.</p>
024-915	<p>[Cause] The paper size set for the Bypass tray and the paper size specified for the job are not the same.</p> <p>[Remedy] Press the control panel's <Stop> button to cancel the job or change the paper to the specified paper size.</p>
024-950	<p>[Cause] There is no paper in Tray 1 and another tray cannot be selected.</p> <p>[Remedy] Load more paper, or press the control panel's <Stop> button to cancel the job.</p>
024-951	<p>[Cause] There is no paper in Tray 2 and another tray cannot be selected.</p> <p>[Remedy] Load more paper, or press the control panel's <Stop> button to cancel the job.</p>
024-954	<p>[Cause] There is no paper in the Bypass tray and another tray cannot be selected.</p> <p>[Remedy] Load more paper, or press the control panel's <Stop> button to cancel the job.</p>
024-958	<p>[Cause] When the Bypass tray is selected for a print job, the specified paper does not match the type or size of the paper actually loaded.</p> <p>[Remedy] Press the control panel's <Stop> button to cancel the job or change the paper to the specified paper size.</p>
024-959	<p>[Cause] Tray 1 has not been inserted or the paper guides are in an unsupported position.</p> <p>[Remedy] Press the control panel's <Stop> button and insert Tray 1, or check the position of the paper guides.</p>

Error Code	Cause and Remedy
024-960	<p>[Cause] Tray 2 has not been inserted or the paper guides are in an unsupported position.</p> <p>[Remedy] Press the control panel's <Stop> button and insert Tray 2, or check the position of the paper guides.</p>
024-965	<p>[Cause] The paper specified for the job is not loaded into any of the trays.</p> <p>[Remedy] Load the specified paper and press the control panel's <Start> button, or press the control panel's <Stop> button to cancel the job.</p>
024-966	<p>[Cause] Attempted to select a tray automatically although all trays except the Tray 5 (bypass) are not selectable for auto selection.</p> <p>[Remedy] Press the control panel's <Stop> button, and try again.</p>
031-575	<p>[Cause] FTP host name is incorrect.</p> <p>[Remedy] Consult your network administrator whether the network or the server has any problem.</p>
042-325	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
042-400	<p>[Cause] The odor filter life is over.</p> <p>[Remedy] Contact our local representative.</p>
042-608	<p>[Cause] The VOC filter life is over.</p> <p>[Remedy] Contact our local representative.</p>
042-614	<p>[Cause] An error occurred.</p> <p>[Remedy] Switch off the machine power, make sure that the display is blank, and then switch on the machine power.</p>
045-310	<p>[Cause] An error occurred.</p> <p>[Remedy] Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Paper Jams" (P.208).
045-313 061-321 061-325	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
062-311	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
062-371 062-393 062-396	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>

Error Code	Cause and Remedy
071-105	<p>[Cause] An error occurred in the left cover [A] or Tray 1.</p> <p>[Remedy] Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Paper Jams" (P.208).
072-102	<p>[Cause] An error occurred in the one tray module cover [B] or Tray 2.</p> <p>[Remedy] Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Paper Jams" (P.208).
072-105	<p>[Cause] A paper jam occurred in the one tray module cover [B].</p> <p>[Remedy] Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Paper Jams" (P.208).
072-210 072-215 072-461 072-470	<p>[Cause] An error occurred in Tray 2 (One Tray Module).</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
075-135	<p>[Cause] A paper jam occurred in the left cover [A] or the Bypass tray.</p> <p>[Remedy] Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Paper Jams" (P.208).
077-101 077-103 077-104 077-106	<p>[Cause] A paper jam occurred in the left cover [A].</p> <p>[Remedy] Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Paper Jams" (P.208).
077-129	<p>[Cause] A paper jam occurred in the left cover [A].</p> <p>[Remedy] Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Paper Jams" (P.208).
077-212	<p>[Cause] An error occurred in the One Tray Module.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
077-300	<p>[Cause] The front cover is open.</p> <p>[Remedy] Close the front cover.</p>
077-301	<p>[Cause] The left cover [A] is open.</p> <p>[Remedy] Close the left cover [A].</p>
077-309	<p>[Cause] The one tray module cover [B] is open.</p> <p>[Remedy] Close the one tray module cover [B].</p>

Error Code	Cause and Remedy
077-900 077-901	<p>[Cause] A paper jam occurred in the left cover [A].</p> <p>[Remedy] Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Paper Jams" (P.208).
077-904	<p>[Cause] A paper jam occurred in the one tray module cover [B].</p> <p>[Remedy] Remove the jammed paper.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Paper Jams" (P.208).
091-402	<p>[Cause] The drum cartridge needs to be replaced soon.</p> <p>[Remedy] Replace the drum cartridge.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Replacing the Drum Cartridge" (P.156).
091-406	<p>[Cause] The drum cartridge life is over.</p> <p>[Remedy] Replace the drum cartridge.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Replacing the Drum Cartridge" (P.156).
091-424	<p>[Cause] The drum cartridge life is over.</p> <p>[Remedy] Replace the drum cartridge immediately.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Replacing the Drum Cartridge" (P.156).
091-430	<p>[Cause] The drum cartridge life is over.</p> <p>[Remedy] Replace the drum cartridge.</p> <p>Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our Local Representative.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Replacing the Drum Cartridge" (P.156).
092-660	<p>[Cause] A drum cartridge error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power.</p>
092-661	<p>[Cause] Temperature SNR (in CRU) value is out of range.</p> <p>[Remedy] Exchange the Sensor unit, and turn off the machine power, make sure that the display is blank, and then turn on the machine power.</p>
092-668	<p>[Cause] ATC SNR (in drum cartridge) value is out of range.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power.</p>
092-910	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power.</p>

Error Code	Cause and Remedy
093-312	<p>[Cause] An error occurred with the toner cartridge.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
093-912	<p>[Cause] There is no more toner in the toner cartridge.</p> <p>[Remedy] Replace the toner cartridge.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Replacing the Toner Cartridge" (P.152).
093-956	<p>[Cause] The machine cannot detect the drum cartridge.</p> <p>[Remedy] Remove the seal on the drum cartridge.</p>
093-959	<p>[Cause] An error occurred with the drum cartridge.</p> <p>[Remedy] Replace the drum cartridge.</p> <p> Reference</p> <ul style="list-style-type: none"> • Refer to "Replacing the Drum Cartridge" (P.156).
116-321 116-323	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
116-334 116-343 116-390	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
116-747	<p>[Cause] Unable to complete scanning due to the scanning area being too small.</p> <p>[Remedy] Decrease the value of the Edge Erase or reduce the zoom ratio.</p>
117-326 117-332 123-314	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
117-340	<p>[Cause] An error occurred.</p> <p>[Remedy] Turn off the machine power, make sure that the display is blank, and then turn on the machine power. If the same message is displayed again, contact our local representative.</p>
124-311	<p>[Cause] An error occurred in starting up.</p> <p>[Remedy] Contact our local representative.</p>

Paper Jams

This section describes procedures to clear paper jams.

When paper jams in the machine, the machine stops, and a tray indicator and the Paper/Document Jam icon on the status machine diagram (mimic) light up. An error code also appears in the display, which indicates which procedures to take to remove the jammed paper.

Carefully remove the jammed paper without tearing it. Do not leave any pieces of paper in the machine.

Note

- If a paper jam error code remains in the display after you have removed the jammed paper, it is possible that paper is jammed in another location in the machine or that pieces of paper are still left in the machine. Check the status machine diagram (mimic) and the error code, and remove the jammed paper completely.
- After removing the jammed paper, a copy job resumes automatically.
- A print job resumes automatically from the page being printed just before the paper jam occurred.
- While running a copy job using the document feeder without collating the copied output (meaning that the document feeder feeds and scans the documents one sheet at a time), if a paper jam occurs on the machine, the machine resumes to make a copy of the already scanned document automatically after removing the jammed paper. However, as for the remaining document, you must press the <Start> button again to allow the document feeder to feed and scan the rest of the loaded documents.

WARNING

If you need to pull out a tray to remove paper jam, contact our local representative. Do not pull out a tray, otherwise it may cause injuries.

CAUTION

Do not attempt to remove a paper deeply jammed inside the product, particularly a paper wrapped around the fusing unit or the heat roller. Otherwise, it may cause injuries or burns. Turn off the product immediately and contact our local representative.

Important

- Pulling out a tray after a paper jam without checking where the jam is located may cause the paper to tear and leave shreds inside the machine. To prevent equipment failure, check the location of paper jams before attempting to clear them.
- The paper jam display will not go out if paper shreds remain in the machine.
- When clearing paper jams, leave the machine's power on. Turning the power off erases information stored in the machine's memory.
- Do not touch parts inside the machine. Printing errors may result.

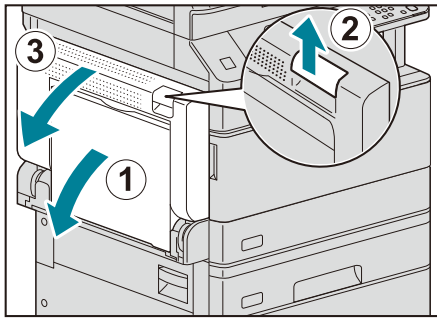
E-1: Paper Jam in Left Cover [A]

Follow the steps below to clear paper jams inside the machine's left cover.

Important

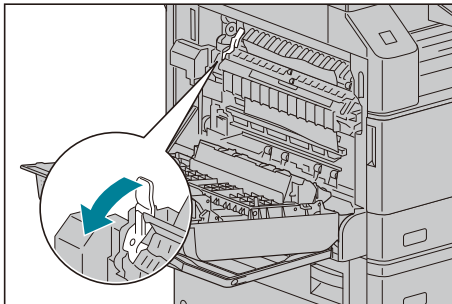
- When removing paper, there may be an image on the machine's Transfer Belt (the black film belt) inside the left cover. Do not touch the Transfer Belt. Image quality may be affected, or the Transfer Belt may be damaged and need replacement.
- "E-1" appears if you start copying or printing with the paper tray slightly open. Make sure that the paper tray is completely closed when loading paper or clearing a paper jam.

- 1 Open the Bypass tray (1), and then while lifting up the release lever (2) gently open the left cover (3).

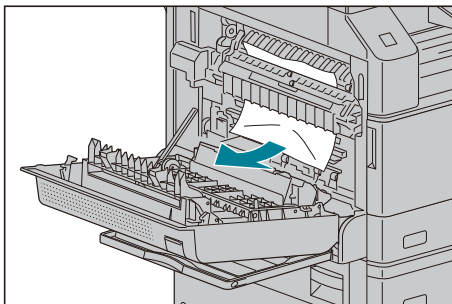


■ If the paper is jammed around the fusing unit

- 1) Pull down the latch.



- 2) Remove the jammed paper.



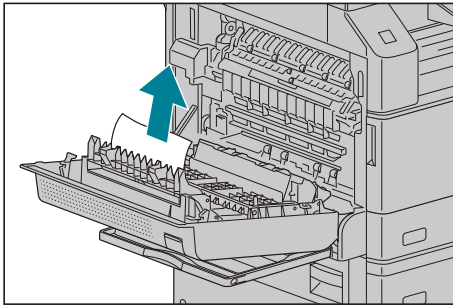
Note

- Do not leave any torn pieces of paper inside the machine.

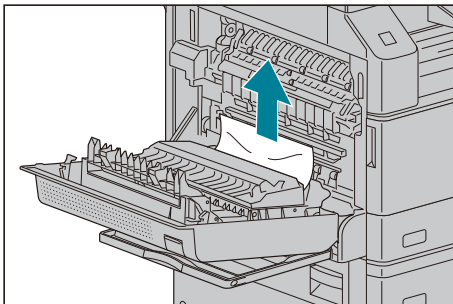
- 3) Return the latch back to their position.

■ If the paper is jammed within the left cover

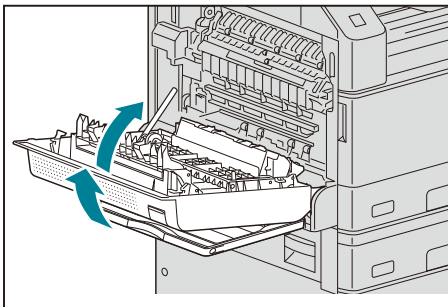
- 1) If the paper is jammed in the location as shown in the figure, remove the jammed paper pulling upwards.



- 2) If the paper is jammed in the location as shown in the figure, remove the jammed paper pulling upwards.



- 2 Push on the center of the left cover, close it slowly, and raise the Bypass tray.



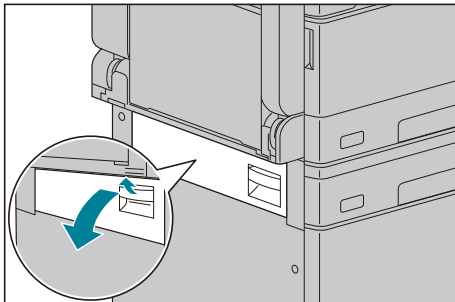
E-2: Paper Jam in One Tray Module Cover [B]

Follow the steps below to clear paper jams inside the machine's one tray module cover.

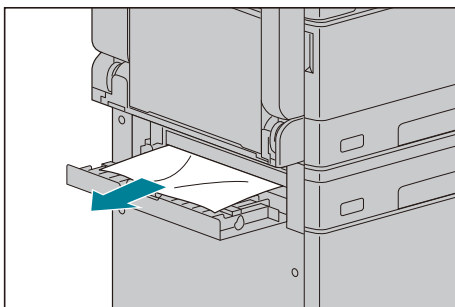
 **Note**

- One Tray Module is an optional component.

- 1** Pull the release lever, and slowly open the one tray module cover.



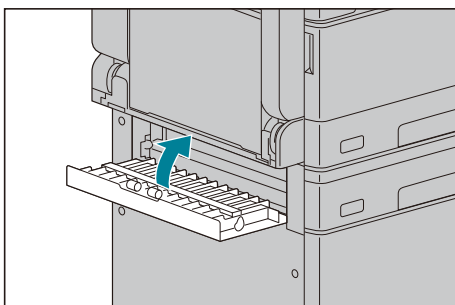
- 2** Remove the jammed paper.



 **Note**

- The paper may be jammed in the upper part where it is difficult to see. Check thoroughly for jammed paper.
- If the paper tears, check to make sure there are no remaining shreds in the machine.

- 3** Close the one tray module cover gently.



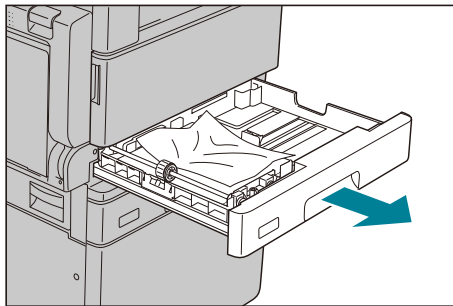
E-3: Paper Jams in Tray 1

Follow the steps below to clear paper jams in Tray 1.

 **Important**

- "E-3" appears if you start copying or printing with the paper tray slightly open. Make sure that the paper tray is completely closed when loading paper or clearing a paper jam.

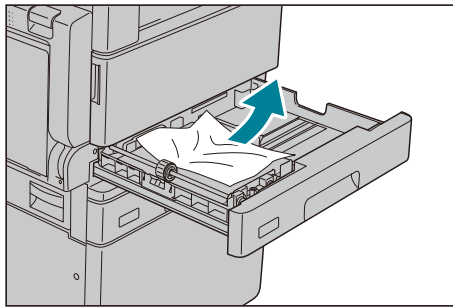
- 1** Remove the jammed paper by referring to "E-1: Paper Jam in Left Cover [A]" (P.209).
- 2** If the jammed paper cannot be removed, pull out the tray.



 **Important**

- Pulling out a tray after a paper jam without checking where the jam is located may cause the paper to tear and leave shreds inside the machine. To prevent equipment failure, check the location of paper jams on the display before attempting to clear them.

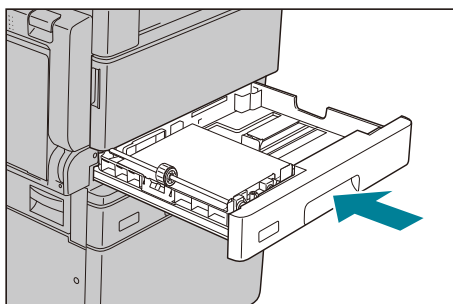
- 3** Remove the jammed paper.



 **Note**

- If the paper tears, check to make sure there are no remaining shreds in the machine.

- 4** Push the tray in gently until it stops.



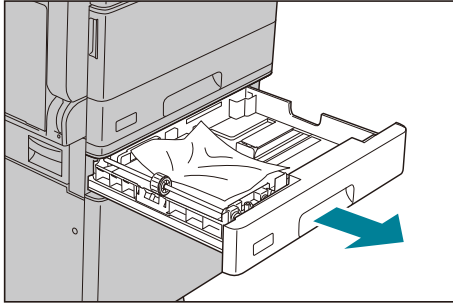
E-4: Paper Jams in Tray 2

Follow the steps below to clear paper jams in Tray 2.

 **Note**

- Tray 2 (One Tray Module) is an optional component.

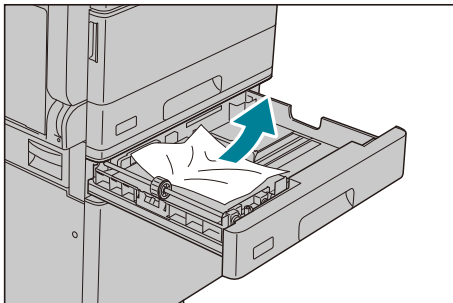
- 1** Remove the jammed paper by referring to "E-2: Paper Jam in One Tray Module Cover [B]" (P.211).
- 2** If the jammed paper cannot be removed, pull out the tray.



 **Important**

- Pulling out a tray after a paper jam without checking where the jam is located may cause the paper to tear and leave shreds inside the machine. To prevent equipment failure, check the location of paper jams on the display before attempting to clear them.

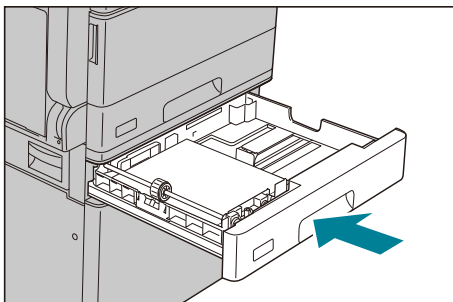
- 3** Remove the jammed paper.



 **Note**

- If the paper tears, check to make sure there are no remaining shreds in the machine.

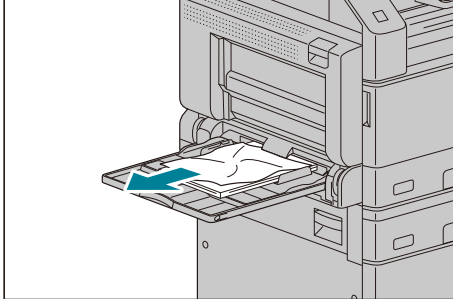
- 4** Push the tray in gently until it stops.



E-5: Paper Jams in Bypass Tray

Follow the steps below to clear a paper jam in the Bypass tray.

- 1** Inspect the inside (around the paper feed entrance) of the Bypass tray, and remove the jammed paper.



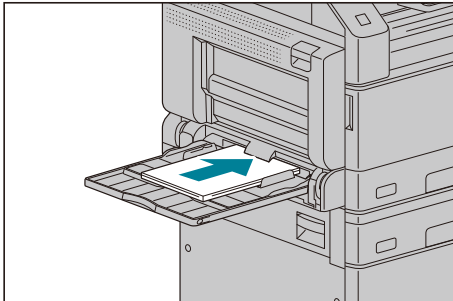
 **Important**

- If multiple sheets of paper were loaded, remove all the paper while you clear the jam.

 **Note**

- If the paper tears, check to make sure there are no remaining shreds in the machine.

- 2** If multiple sheets of paper were loaded, align the corners of the removed paper.
- 3** Insert the paper with the side to print on facing down, aligning it so that its leading edge lightly contacts the paper feed entrance.



- 4** Remove the jammed paper by referring to "E-1: Paper Jam in Left Cover [A]" (P.209).

Document Jams

If a document jams in the document feeder, the machine stops, and an error code [A-1], [A-2], [A-3] appears in the display. A document indicator and the Paper/Document Jam icon on the status machine diagram (mimic) light up.

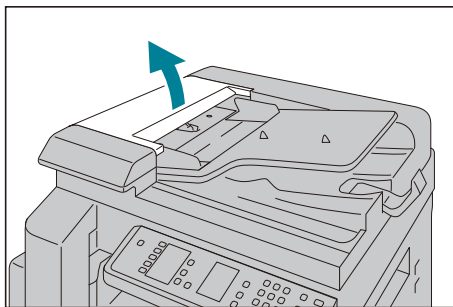
The following procedure describes how to remove the jammed documents in the document feeder.

Follow the steps below to remove the jammed document.

 **Note**

- Some models do not have a document feeder installed.
- When the machine cannot detect the document size correctly, the document may be ejected before being scanned.

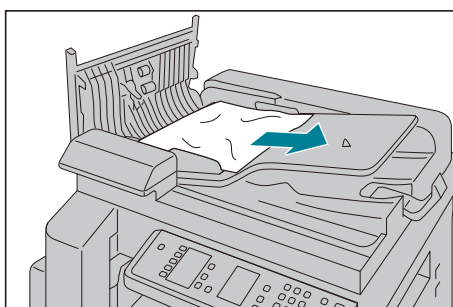
- 1** Pull up the front handle of the document feeder cover, and open the document feeder cover completely.



 **Note**

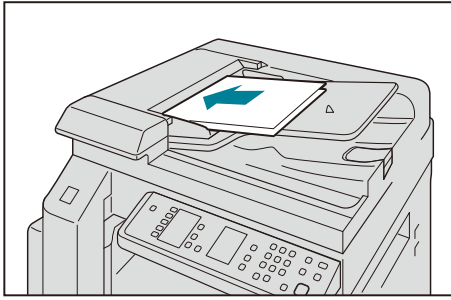
- The cover will remain fixed in position when fully opened. Open the cover slowly.

- 2** If the document has not yet been fed into the feeder, remove it.



- 3** Close the document feeder cover until it clicks into place, and confirm that there is no space between the near or far side of the cover and the document feeder.
- 4** If you cannot find the document, carefully lift up the document feeder. If you find the document, remove it, and then close the document feeder.

- 5** Make sure that the document is not torn, wrinkled, or folded, and then reload the documents to complete the job.



After removing the jammed document:

Copy:

Place the unscanned document again including the jammed pages.

Scan (TWAIN/WIA(Windows Image Acquisition)):

Place the unscanned document again including the jammed pages.

 **Note**

- Torn, wrinkled or folded document pages can cause document jams, or damage. Always copy torn, wrinkled, or folded documents by placing them directly on the document glass.

13

Appendix

Specifications

This section lists the main specifications of the machine. Note that the specifications and the appearance of the product may change without prior notice.

Basic Specifications/Copy Function

Item		Description	
		Apeos 2150 NDA	Apeos 2150 ND
Type		Desktop	
Memory Capacity		512 MB (Max: 512 MB)	
Scan Resolution		600 x 600 dpi	
Printing Resolution		600 x 600 dpi	
Halftone/Printable Colours		256 levels	
Warm-up Time		18 seconds or less (23 degrees Celsius room temperature)	
Recovery Time (Recovery Time from Sleep mode)		13 seconds or less (23 degrees Celsius room temperature)	
Original Size		Maximum of A3, 11 x 17" for both Sheet and Book	
Paper Size	Max	A3, 11 x 17"	
	Min	A5	
	Image loss width	Lead edge 5.0 mm, Trail edge 5.0 mm, Right/Left edge 5.0 mm	
Paper Weight ^{*1}	Paper Tray	60 to 90 gsm	
	Bypass Tray	60 to 216 gsm	
First Copy Output Time		7.4 sec. (A4 LEF)	
Reduce / Enlarge	Size-to-Size	1: 1 +/- 0.8 %	
	Preset	50 %, 70 %, 100 %, 141 %, 200 %	
	Variable	25 to 400 % (in 1 % increments)	
Continuous Copy Speed ^{*2}	A4 LEF /JIS B5 LEF	21 ppm	
	JIS B5	12 ppm	
	A4	15 ppm	
	JIS B4	12 ppm	
	A3	10 ppm	
Paper Tray Capacity ^{*3}	Standard	250 sheets x 1-tray + Bypass Tray 100 sheets	
	Optional	One Tray Module: 500 sheets	
	Max	850 sheets (Standard + One Tray Module)	
Continuous Copy		999 sheets	
Output Tray Capacity ^{*3}		250 sheets (A4 LEF)	

Item	Description	
	Apeos 2150 NDA	Apeos 2150 ND
Power Supply	AC220-240 V +/- 10 %, 6 A, 50/60 Hz common	
Maximum Power Consumption	1.3 kW (AC220 V +/- 10%) 1.4 kW (AC240 V +/- 10%) Sleep mode: 0.7 W (AC220 V) Ready mode: 58 W (AC220 V)	
Dimensions*4	W 595 x D 580 x H 559 mm (Standard) W 595 x D 580 x H 669 mm (When One Tray Module is installed.) W 595 x D 681 x H 1060 mm (When One Tray Module and Cabinet are installed.)	W 595 x D 580 x H 480 mm (Standard) W 595 x D 580 x H 590 mm (When One Tray Module is installed.) W 595x D 681 x H 982 mm (When One Tray Module and Cabinet are installed.)
Weight*5	32 kg	28 kg
Space Requirement	W 951 x D 580 mm (when the Bypass Tray is fully extended)	W 944 x D 580 mm (when the Bypass Tray is fully extended)

*1 :It is recommended to use our recommended paper. Correct print output may not be possible depending on the requirement.

*2 :The speed may be reduced due to the image quality adjustment. The performance may be reduced depending on the paper type.

*3 :80 gsm paper.

*4 :Excluding Power Cord. Duplex Automatic Document Feeder Extension tray is closed.

*5 :Excluding Toner Cartridge.

Print Function

Item	Description	
Type	Built-in type	
Continuous Print Speed	Same as the Basic Specifications / Copy Function	
Printing Resolution	600 x 600 dpi	
Page Description Language	HBPL (Host Based Print Language)	
Network Protocol	Ethernet: TCP/IP (lpd, Port9100)	
Supported Operating System*1	Windows 10 (32 bit) Windows 10 (64 bit) Windows 8.1 (32 bit) Windows 8.1 (64 bit) Windows Server 2019 (64 bit) Windows Server 2016 (64 bit) Windows Server 2012 R2 (64 bit) Windows Server 2012 (64 bit)	
Interface	Standard	Ethernet 100BASE-TX / 10BASE-T, USB2.0
	Optional	Wireless LAN (IEEE 802.11 b / g / n)

*1 :Please refer to our official website for the latest supported OS.

Scan Function

Item	Description
Type	Colour Scanner
Original Size	Same as the Basic Specifications / Copy Function
Scan Resolution	600 x 600 dpi ^{*1} , 400 x 400 dpi, 300 x 300 dpi, 200 x 200 dpi, 150 x 150 dpi
Scan Speed	Same as the Scan Speed for the Duplex Automatic Document Feeder
Interface	Same as the Print Function
Network Protocol	TCP/IP (SOAP)
File Format ^{*2}	PDF, PNG, JPEG
Driver	TWAIN, WIA
Operating System ^{*3}	Windows 10 (32 bit) Windows 10 (64 bit) Windows 8.1 (32 bit) Windows 8.1 (64 bit) Windows Server 2019 (64 bit) Windows Server 2016 (64 bit) Windows Server 2012 R2 (64 bit) Windows Server 2012 (64 bit)

*1 : Monochrome binary only.

*2 : When using Print & Scan Hub.

*3 : Please refer to our official website for the latest supported OS.

Duplex Function

Item	Description
Paper Size	Max: A3, 11 x 17"; Min: A5
Paper Weight	60 to 90 gsm [60 to 110 gsm when using Bypass Tray]

Duplex Automatic Document Feeder (Optional for Apeos 2150 ND)

Item		Description
Type		1 pass, 2 sided scanning Duplex Automatic Document Feeder
Original Size / Paper Weight		Max: A3, 11 x 17"; Min: A5 38 to 128 gsm (In Duplex: 50 to 128 gsm)
Capacity ^{*1}		110 sheets
Scan Speed ^{*2}	Copy (A4 LEF Simplex)	B/W: 21 ppm
	Scan	B/W: 30 ppm, Colour: 26 ppm (1 pass, 2 sided scanning: B/W 40 ppm, Colour 38 ppm) [Standard Document (A4 LEF), 200 dpi, using TWAIN driver (USB)]
Dimensions		W 540 x D 498 x H 125 mm
Weight		8 kg

Note

- Installed for Apeos 2150 NDA as standard.

*1 :80 gsm paper.

*2 :The scanning speed varies depending on the documents.

One Tray Module (Optional)

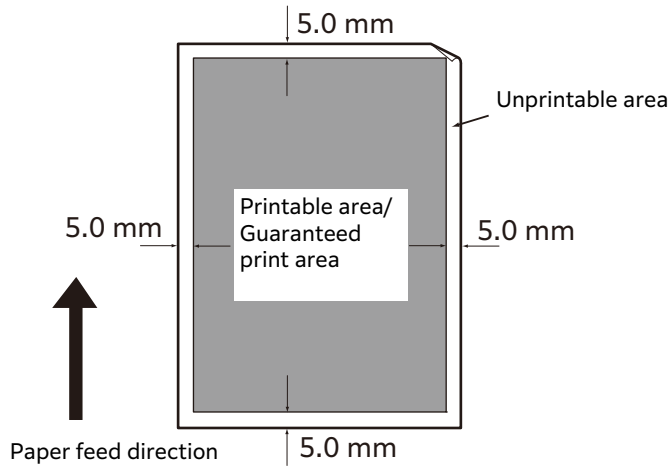
Item	Description	
	Apeos 2150 NDA	Apeos 2150 ND
Paper Size	Max: A3, 11 x 17" Min: A5	
Paper Weight	60 to 216 gsm	
Feeding Capacity / Number of Tray ^{*1}	500 sheets x 1-tray	
Dimensions	W 540 x D 540 x H 111 mm	
Weight	11 kg	
Space Requirement ^{*2}	W 951 x D 580 mm	W 944 x D 580 mm

*1 :80 gsm paper.

*2 :Main Unit + One Tray Module, when Bypass Tray is fully extended.

Printable Area

The standard printable area is the area of the page within 5.0 mm from the top, left and right edges, and the bottom edge of the paper. The actual printable area may vary depending on the printer (plotter) and control language.



Optional Components

The following table shows the optional components available. To purchase these options, contact our local representative.

Product Name	Description
One Tray Module	A tray that can load 500 sheets of paper (when using 80 gsm paper).
Cabinet	A special cabinet used to mount the machine on the floor. Contains storage space for paper. This cabinet is available when the One Tray Module is installed.
Duplex Automatic Document Feeder	Enables multiple documents to be scanned consecutively and both sides of documents to be scanned simultaneously.
Wireless LAN Kit	Enables the machine to wirelessly connect to networks and send and receive data with mobile terminals.

 **Note**

- The optional components are subject to change without notice.
- For the latest information, contact our local representative.

Notes and Restrictions

This section describes the notes and restrictions to observe when using the machine.

Notes and Restrictions on the Use of the Machine

■ Notes on Turning Off the Power

After the power is turned off, the machine performs internal power off processes for a while. After turning the power off, turning it on again before the screen display has disappeared will not start the machine right away. Before turning the power on, check that the operation screen display has disappeared.

■ Installing and Moving the Machine

- Contact our local representative before moving the machine.
- Do not subject the machine to shocks while it is in operation.
- Take care not to get fingers caught when closing the document cover.
- Do not place any objects near the ventilation openings of the machine's exhaust fan.

■ Character Codes

In data transmission from a computer, if characters that the machine does not support are included in the file names, these characters may not be displayed correctly. Only ASCII characters can be used.

■ Hard Disk

You cannot install a hard disk into this product.

■ Printing Results

- Depending on the type of used media, rubber roller marks may be left behind along the scanning direction or toner wax components adhere to the paper during 2 Sided printing or when the output destination is changed during continuous printing.
- Droplets of water may adhere to the printing paper immediately after the power is turned on to the machine.
- Depending on the type of used media, pinch roller marks and minute scratches may form in the scanning direction.
- During two-side printing with coated paper, indentations may appear on the back side of the paper.
- Line unevenness may occur along the scanning direction in high-volume printing in low-humidity environments.
- Colors may appear muted on the underside of high-density images in printing in low-temperature, low-humidity environments.
- Small white spots may appear within images on the back side of the paper in printing in low-humidity environments.

■ Calibration

The productivity of the first page may decrease when copying or scanning because the machine periodically performs scan calibration.

■ Document Feeder (installed models only)

The machine does not detect a document placed in the document feeder during Sleep mode.

Notes and Restrictions on the Use of the Copy Feature

■ Copy Feature

The machine does not offer the Improves Fit function.

■ ID card

- While the copy (ID card) feature is enabled, you cannot select the automatic paper selection.
- When the original document is larger than the standard printable size, the output image is not printed in the center of a sheet and the edges of the scanned image may be lost.
- When the multiple mode is selected, the scanned images which overflow the first page are laid out and printed on the second page or later.
- The machine may not detect the document size correctly, when the original document is under the following conditions:
 - The original document is white and thin.
 - The original document is placed at an excessive angle.
 - The original document is placed out of the scanning area.

■ About Memory

If the machine's memory capacity becomes insufficient when copying using the collated feature, it outputs only the document data which is being scanned.

Notes and Restrictions on the Use of the Print Feature

Important

- You cannot operate the Scan and Print features simultaneously.
If you start a print job while a scan job is running, the scan job may fail.

■ Output of Long Feed Documents

The output of long feed documents is not supported.

■ Print Jobs while the Control Panel is being Operated

The processing print job or output speed may be reduced in the following cases:

- When the control panel is operated during print job execution

■ When the Print Results Differ from the Settings

As in the following cases, insufficient memory for the print page buffer may cause print result in not printing as specified.

- A 2 sided print job is printed on one side.

- A job was terminated (If data cannot be written to the print page buffer, the job including that page is terminated).

■ Job Counter Counts for 2 Sided Printing

When printing a 2 sided print job, depending on the application being used, blank sheets can be inserted automatically to adjust pages. These blank sheets inserted by the application also are counted by the meter.

■ Error Codes

The error "E-1" occurs besides a paper jam when the paper size setting is not correctly specified. Refer to the Error Code "C-7" and check paper size setting. Refer to "Error Code" (P.195).

Notes and Restrictions on the Use of the Scan Feature

This section describes notes and restrictions to observe when using the Scan feature.

Important

- You cannot operate the Scan and Print features simultaneously.
If you start a print job while a scan job is running, the scan job may fail.

Reference

- For the notes and restrictions on the scan driver, see the "Readme" information on the Media (Software/Product Manual) that came with the machine.

■ Restriction on Scanning Capacity

The maximum scanning capacity for one page is 297 x 432 mm. For standard sizes, A3 or 11 x 17 inches.

■ Scan Driver

Using the TWAIN-compatible application with Windows Image Acquisition (WIA) driver may abort scanning.

In this case, scan with the TWAIN driver.

Notes and Restrictions when Connecting to Internet or Intranet

■ Internet/Intranet Connections

Depending on the web server, server application, proxy server, and firewall, you may not be able to connect to the Internet or intranet.

To connect to the Internet or intranet using a third party server application, proxy, or firewall, the following requirements must be met:

- RFC2617: HTTP Authentication: Basic and Digest Access Authentication must be satisfied. (only Basic authentication is supported, the other authentications are not supported)
- Supporting the GET/CONNECT/POST methods

Reference

- For information on the supported OS, refer to "Specifications" (P.218).

■ Internet Services

- Depending on the browser settings, text for language selection may not be displayed correctly.
- The tabs may not be displayed correctly when there are several browsers to access to Internet Services at the same time or condition of the network. In this case, refresh the display.

Notes and Restrictions when Operating from Computers

■ Supported OS

The supported OS may vary depending on the functions. For more information, refer to "Specifications" (P.218).



Important

- For information about the latest supported OS, refer to our official Web site.

Notes and Restrictions for Using TCP/IP (LPD/Port9100)

This section describes notes and restrictions to observe when using TCP/IP (LPD/Port9100).

■ Configuration on the Machine

- IP addresses are managed for the entire system. Configure the settings only after consulting your network administrator.
- The setting of subnet mask and gateway addresses may be required depending on the network environment. Consult your network administrator and configure the required settings.

■ Configuration on the Computer

- IP addresses are managed for the entire system. Configure the settings only after consulting your network administrator.
- When setting the network such as IP addresses with a host used under the Network Information Service (NIS), consult your NIS administrator.

■ While Printing

When you change a computer's IP address or a computer name, queries and cancel processes submitted from the machine are no longer executed correctly. Thus, turn the machine off and on when there is no print data in the receiving buffer.



Note

- You can use the machine's control panel to cancel printing of the current print data in the machine's receiving buffer but not printing of pending print data.

Notes and Restrictions for IPv6 Connection

This section describes notes and restrictions to observe when using IPv6 connection.



Reference

- For information on the supported OS, refer to "Specifications" (P.218).

- IPv6-in-IPv4-tunneling in the machine itself is not supported.

**Important**

- If [IP Mode] is set to [IPv6], the IPv6-inIPv4-tunneling cannot be performed.
- Communication problems may occur when multiple routers exist on the same subnet.
- The network settings of the DNS server or a server used by the machine may cause performance problems when using services in a dual stack environment.
- Automatically set IPv6 addresses and IPv6 DNS server addresses may be unavailable addresses.
"Unavailable IPv6 addresses" mean site-local addresses (fec0::) or addresses with the IPv6 documentation prefix (2001:db8::/32).
- IPv4 DNS information can sometimes be used directly after machine startup if the IP operation mode is Dual Stack, DNS information has been set for both IPv4 and IPv6, and the machine is communicating with a device specified using an FQDN.
- The address displayed as the machine's IP address may change.
For example, in Dual Stack mode, either the IPv4 address or IPv6 address may not be displayed, or a different IPv6 address may be displayed.
- In the following cases, the machine may not be able to identify whether addresses are for the same device, so may not be able to execute status check (lpq) or cancel (lprm) commands for user print jobs executed by LPD.
 - When simultaneously operating IPv4 and IPv6 addresses with the same host
 - When simultaneously operating multiple IPv6 addresses with the same host
- IPv6 addresses may not be correctly recorded on job logs. Use an IPv4 network for correct logging.

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Bonjour 320.10.80

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