Canon

Exif Print PictBridge

Office All-In-One

PIXMA MX700 series
Quick Start Guide

QT51395V01

Getting Help from Canon

Help Us Help You Better
Before you contact Canon, please record the following information.

Serial Number (located on the inside of the product):_____

Model Number (located on the top of the product):_____

Setup CD-ROM number (located on the CD-ROM): _____

Purchase Date: _____

Customer Technical Support Sequence*

1. Internet — www.canontechsupport.com
For quick and comprehensive self-help in an intuitively guided interactive troubleshooting environment, the place to start is our helpful tech support web site. In addition, the latest driver downloads, answers to frequently asked questions, product information, and "where to buy" instructions are found here.

2. Email Tech Support — www.canontechsupport.com
For individual attention to a special issue, try emailing our friendly technical support representatives, specially trained to communicate quick, easy, and logical solutions to your inquiries within 24 hours.

3. Toll-Free Live Tech Support — (1-800-828-4040)
This option provides live telephone technical support, free of service charges, Monday-Saturday (excluding holidays), during your product's 1 year limited warranty period. Telephone Device for the Deaf (TDD) support is available at **(1-866-251-3752)**.

4. Extended Service and Support — www.canonesp.com
Canon CarePAK Extended Service Plan is a cost-attractive and easy-to-use extended service program that provides up to three full years of service and support coverage at a very attractive price. CarePAK offers toll-free Canon technical support and includes Canon's superb InstantExchange product replacement program. For further information about extending your Canon service and support, call **(1-800-385-2155)**, or visit our Web site at **www.canonesp.com**. CarePAK must be purchased during your product's warranty period.

For more information and updated program specifics, please visit our web site at **www.canontechsupport.com**.

* Support program specifics are subject to change without notice.

Canon

PIXMA MX700 series

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Quick Start Guide

Canon PIXMA MX700 series Office All-In-One Quick Start Guide.

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Lake Success, NY 11042

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Consumables (ink tanks / FINE Cartridges) are available for 5 years after production has stopped.
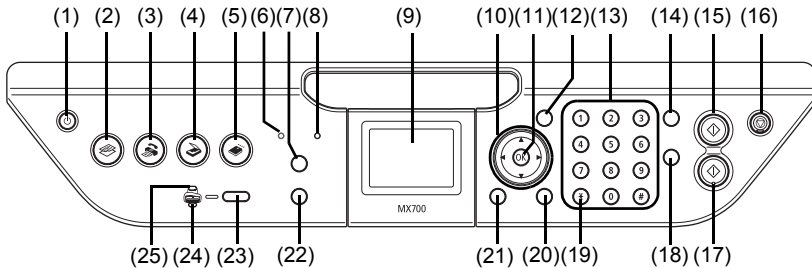
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Table of Contents

Before Using the Machine

Operation Panel

(1) ON/OFF button / Power lamp
Turns the machine on and off. Lights or flashes green to indicate the power status. Before turning on the machine, make sure the Document Cover is closed.

📖 Note
- The machine cannot receive faxes when the power is turned off.
- The power cannot be turned off while the machine is sending or receiving a fax, or when there are unsent faxes stored in the machine's memory.

(2) COPY button
Switches the machine to copy mode.

(3) FAX button
Switches the machine to fax mode.

(4) SCAN button
Switches the machine to scan mode. In scan mode, the machine scans a document to your computer according to the settings selected. To use this button, the machine must be connected to a computer. For details, refer to the *Scanning Guide* on-screen manual.

(5) MEMORY CARD button
Switches the machine to memory card mode.

(6) In Use/Memory lamp
Flashes when the telephone line is in use. Lights when there are documents stored in the machine's memory.

(7) Enlarge/Reduce button
Sets the enlargement or reduction ratio for copying.

(8) Alarm lamp
Lights or flashes orange when an error, such as paper-out or ink-out, occurs.

(9) LCD (Liquid Crystal Display)
Displays messages, menu selections, and the operational status.

(10) ▲ ▼ ◀ ▶ buttons
Scrolls through menu selections and increases/decreases setting values, such as the number of copies. You can use these buttons when ▲, ▼, ◀, and ▶ are displayed on the LCD. Also, the ◀ button cancels the entered character, and the ▶ button enters a space between characters when entering characters.

(11) OK button

Finalizes your selection for the menu or setting item.

Dismisses the error message and resumes the machine's normal operation after resolving a printing error or removing jammed paper.

Ejects documents remaining in the ADF.

(12) Menu button

Accesses the menus and settings to customize operation of your machine.

(13) Numeric buttons

Enter numerical values such as the number of copies, as well as fax/telephone numbers and characters.

(14) Redial/Pause button

Redials the last number called using the Numeric buttons. Also enters pauses between or after numbers when dialing or registering numbers.

(15) Black button

Starts black & white copying, scanning, or faxing.

(16) Stop/Reset button

Cancels operations such as copying, scanning, or faxing, or a print job in progress.

(17) Color button

Starts color copying, photo printing, scanning, or faxing.

(18) Coded Dial button

Press this button and a two-digit code to dial a pre-registered fax/telephone number.

(19) Tone button

Switches temporarily to tone dialing. Also changes the mode when entering characters.

(20) Settings button

Configures the page size, media type, and image correction settings.

(21) Back button

Returns the LCD to the previous screen.

(22) FAX Quality button

Sets the scan contrast and resolution of the fax you are sending.

(23) Feed Switch button

Selects the paper source. Press to switch the paper source between the Rear Tray and the Front Tray.

(24) Front Tray lamp

Lights up when the Front Tray is the paper source.

(25) Rear Tray lamp

Lights up when the Rear Tray is the paper source.

Turning the Machine On and Off

Turn on the machine before printing.

■ Turning on the Machine

Before turning on the machine, confirm the following.

● The Print Head and ink tanks are set into place.

If you are using the machine connected to a computer, confirm also the following.

● The machine is connected to your computer (or a compatible device).

● The MP Drivers are installed.

> **📖 Note**
>
> If preparatory operations above are not complete, follow your setup sheet or the *Network Setup Guide* to complete them.

1 Press the **ON/OFF** button to turn on the machine.

The **Power** lamp flashes and then remains lit green.

> **📖 Note**
>
> If the **Alarm** lamp lights up or flashes orange and an error message is displayed on the LCD, see "An Error Message Is Displayed on the LCD" on page 101.
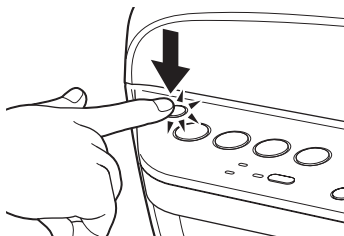
2 If you are using the machine connected to a computer, turn on your computer.

■ Turning off the Machine

1 To turn off the machine, press the **ON/OFF** button.

When the **Power** lamp stops flashing, the machine is turned off.

> **🚫 Important**
>
> **About the Power Plug**
> When removing the power plug after turing off the machine, be sure to confirm that the **Power** lamp is not lit. If the power plug is removed from the wall outlet with the **Power** lamp still lit or flashing green, the machine may become unable to print.
> See "Keeping the Best Printing Results" on page 85.

> **📖 Note**
>
> The power cannot be turned off while the machine is sending or receiving a fax, or when there are unsent faxes stored in the machine's memory.
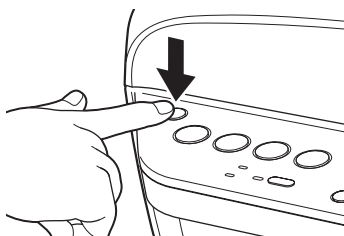
● **Screen-saver Mode**

The LCD goes out if the machine is not operated for about five minutes*.

Perform a print operation to restore the display.

* You cannot change the wait time before the LCD goes out.

📖 **Note**

When you want to restore the display, perform any operation such as copying, faxing, or scanning, or press any button except for the **ON/OFF** button. When you press the **ON/OFF** button while the machine is in Screen-saver mode, the machine turns off.

Handling the Original Document

This section describes how to load the original document on the Platen Glass or the ADF.

■ Original Document Requirements

The original documents you load on the Platen Glass or the ADF for copying, scanning, or faxing must meet these requirements:

	Platen Glass	ADF
Document type	● Paper documents ● Photographs ● Books ● Documents that are not suitable for the ADF	Multipage documents of the same size, thickness, and weight
Size (W x L)	Max. 8.5 x 11.7 inches / 216 x 297 mm	Max. 8.5 x 14.0 inches / 216 x 356 mm Min. 5.8 x 5.8 inches / 148 x 148 mm
Quantity	1 sheet	● Max. 30 pages of A4- or Letter-sized sheets (20 lb / 75 gsm paper), up to 0.16 inches / 4 mm in height ● Max. 10 pages of Legal-sized sheets (20 lb / 75 gsm paper), up to 0.08 inches / 2 mm in height ● 1 sheet for sizes other than these
Thickness	Max. 0.39 inches / 10 mm	0.002 to 0.005 inches / 0.06 to 0.13 mm
Weight	–	13 to 24 lb / 50 to 90 gsm

■ Loading Original Documents

Load originals to copy, scan, or fax on the Platen Glass or the ADF.

📖 Note

● Make sure any glue, ink, correction fluid, or the like on the original document is completely dry before loading it on the Platen Glass or the ADF.
  However, do not load glued originals in the ADF even if the glue is dry, as this may cause paper jams.
● Remove all staples, paper clips, and the like before feeding the document.
● Load Legal-size documents in the ADF.
● Do not load the following types of documents in the ADF. They will jam.
  – Wrinkled or creased paper
  – Curled paper
  – Torn paper
  – Paper with holes
  – Glued paper
  – Carbon paper or carbon-backed paper
  – Surface treated paper
  – Onion skin or thin paper
  – Photograph or thick paper

■ Using the Platen Glass

1 Lift the Document Cover.

2 Load the original with the side to be copied, scanned, or faxed faced down on the Platen Glass.

● **To make copies or scan documents**

Place the original in landscape orientation and align the upper corner of it with the alignment mark as shown in the figure on the right.
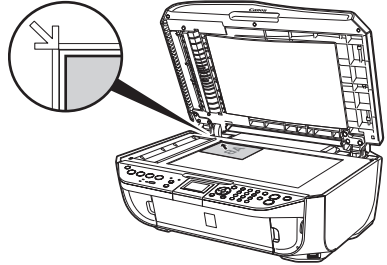
📖 Note
● The machine cannot scan the shaded area in the figure below.
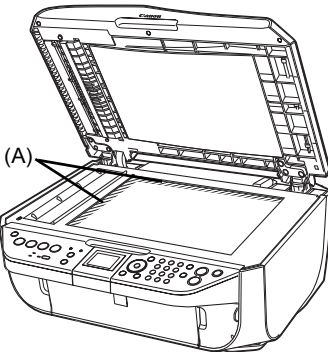
(A) 0.04 inches / 1 mm
● For details about making copies, see "Copying" on page 21.
● For details about scanning images, see "Scanning Images" on page 34.
● When copying, the machine scans the printable area of the specified printout paper. Refer to "Printing Area" in the *User's Guide* on-screen manual.

● **To scan photographs**

Place the photograph at least 0.4 inches / 10 mm away from and in square with the edges of the Platen Glass.
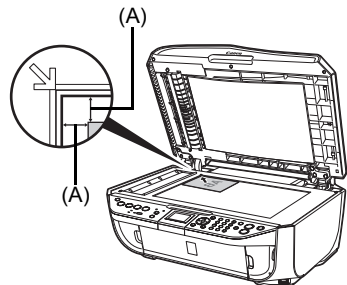
(A) 0.4 inches / 10 mm

When setting two or more photographs at the same time, place them at least 0.4 inches / 10 mm apart from each other.
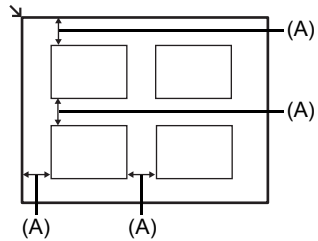
(A) 0.4 inches / 10 mm

⚠ **Important**

● Do not place any objects weighing more than 4.4 lb / 2.0 kg on the Platen Glass.
● Do not press or put weight on the original with pressure exceeding 4.4 lb / 2.0 kg. Doing so may cause the scanner to malfunction or the Platen Glass to break.

📖 **Note**

● If photographs are placed closer, they may be scanned as a single image. For details, refer to the *Scanning Guide* on-screen manual.
● For details about scanning images, see "Scanning Images" on page 34.

---

3 Gently close the Document Cover.

■ Using the ADF

> 📖 **Note**
>
> Set a document on the Platen Glass if you want to scan it at optimum quality.

1 Remove any documents from the Platen Glass.

2 Open the Document Tray.
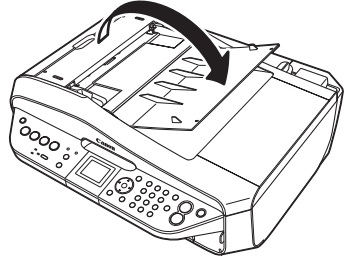
3 Load the document in the ADF.

Load the document with the side you want to copy, scan, or fax facing up in the ADF.
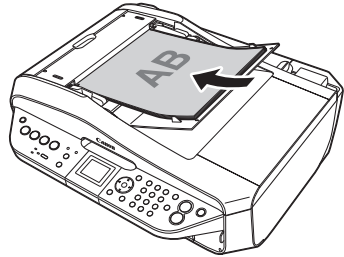
4 Adjust the Document Guides to match the document width.

> 📖 **Note**
>
> Ensure that the edge of the document stack is in line with the Paper Size Mark (A) imprinted on the Document Tray.

(A)

LTR
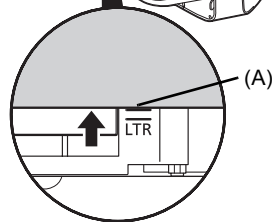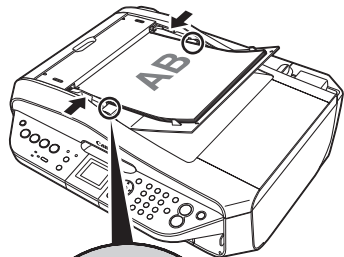
Loading Printing Paper

This section describes how to load printing paper in the Rear Tray and the Front Tray.

📖 **Note**

At purchase, the machine is set to feed from the Front Tray. If you are printing without changing paper source settings, load paper in the Front Tray.

■ **Using Specialty Media**

Canon recommends that you use Canon genuine media to ensure optimal print quality.

● **Photo Quality Media**

- Glossy Photo Paper
- Matte Photo Paper
- Photo Paper Plus Double Sided
- Photo Paper Plus Glossy
- Photo Paper Plus Semi-gloss
- Photo Paper Pro
- Photo Stickers

● **Media Suited for Business Documents**

- High Resolution Paper

■ Paper Handling

● Recommended Paper and Requirements

Media Type	Model[*1]	Paper Support Load Limit		Paper Output Tray Load Limit	Media Type	
		Rear Tray	Front Tray		Machine Setting	Printer Driver Setting
Plain Paper[*2]	—	150 sheets	110 sheets	50 sheets	Plain paper	Plain Paper
Envelopes[*3]	—	10 envelopes	Not loadable[*4]	1 envelope	—	Envelope
High Resolution Paper[*3]	HR-101N	80 sheets	Not loadable[*4]	50 sheets	—	High Resolution Paper
Super White Paper	SW-201	100 sheets	80 sheets	50 sheets	Plain paper	Plain Paper
Glossy Photo Paper[*5]	GP-401	A4, Letter, 5" x 7" / 127.0 x 177.8 mm, and 8" x 10" / 203.2 x 254.0 mm: 10 sheets 4" x 6" / 101.6 x 152.4 mm, Wide, and Credit card: 20 sheets	Not loadable[*4]	*6	Glossy Photo Paper	Glossy Photo Paper
Glossy Photo Paper "Everyday Use"[*5]	GP-501		Not loadable[*4]		Glossy Photo Paper	Glossy Photo Paper
Matte Photo Paper	MP-101		Not loadable[*4]		Matte Photo Paper	Matte Photo Paper
Photo Paper Glossy	GP-502		Not loadable[*4]		Glossy Photo Paper	Glossy Photo Paper
Photo Paper Plus Semi-gloss[*5]	SG-201		Not loadable[*4]		Photo Plus Glossy	Photo Paper Plus Glossy
Photo Paper Pro[*5]	PR-101		Not loadable[*4]		Photo Paper Pro	Photo Paper Pro
Photo Paper Plus Glossy[*5]	PP-101		Not loadable[*4]		Photo Plus Glossy	Photo Paper Plus Glossy
Photo Paper Plus Double Sided[*3*7]	PP-101D	1 sheet	Not loadable[*4]		—	Photo Paper Plus Double Sided
Photo Stickers[*8]	PS-101	1 sheet	Not loadable[*4]		Photo Plus Glossy	Photo Paper Plus Glossy
T-Shirt Transfers[*3]	TR-301	1 sheet	Not loadable[*4]		—	T-Shirt Transfers

[*1] Paper with a Model Number is Canon specialty media. Refer to the instruction manual supplied with the paper for detailed information on the printable side and notes on handling paper. For information on the paper sizes available for each Canon genuine paper, visit our website. You may not be able to purchase some Canon genuine papers depending on the country or region of purchase. Paper is not sold in the US by Model Number. Purchase paper by name.

[*2] Proper feeding of paper may not be possible at the maximum capacity depending on the type of paper or environmental conditions (either very high or low temperature and humidity). In such cases, reduce the sheets of paper you load at a time to around half (around 0.2 inches / 5 mm in paper stack height).

[*3] Available only when printing from your computer.

*4 Feeding this paper from the Front Tray can damage the machine. Load in the Rear Tray.

*5 When loading paper in stacks, the print side may be marked as it is fed in or sheets may be stuck to one another causing them not to be fed properly. In this case, load one sheet at a time.

*6 We recommend that you remove the previously printed sheet from the Paper Output Tray before continuously printing to avoid blurs and discoloration.

*7 This paper cannot be used in Macintosh®.

*8 When copying onto sticker paper, be sure to select **Sticker Copy** in the Copy mode. Refer to "Copying on Stickers (Sticker Copy)" in "Using Useful Copy Functions" of the *User's Guide* on-screen manual.
When printing photos saved in a memory card to sticker paper, be sure to select **Sticker print** in the Memory card mode. Refer to "Printing on Stickers (Sticker Print)" in "Using Other Useful Printing Functions" of the *User's Guide* on-screen manual.

Important
● Put unused paper back into the package, and store them avoiding heat, humidity, and direct sunlight.
● Do not touch the printed surface nor stack the printed sheets until the ink is fixed.

Note
For a detailed description of printing media types, refer to "Printing Media" in the *User's Guide* on-screen manual.

● Media Types You Cannot Use

Do not use the following types of paper. Using such paper will not only produce unsatisfactory results, but can also cause the machine to jam or malfunction. Additionally, when printing on A5 or smaller sized paper, do not use paper thinner than a post card, including plain paper or notepad paper cut to a small size.

● Folded, curled, or wrinkled paper

● Damp paper

● Paper that is too thin (weighing less than 17 lb / 64 gsm)

● Paper that is too thick (plain paper, except for Canon genuine paper, weighing more than 28 lb / 105 gsm)

● Picture postcards

● Postcards affixed with photos or stickers

● Any type of paper with holes

● Paper that is not rectangular

● Paper bound with staples or glue

● Paper with adhesives

● Paper decorated with glitter, etc.

■ Paper Sources

This machine offers two paper sources to load printing paper; the Rear Tray (A) and the Front Tray (B).
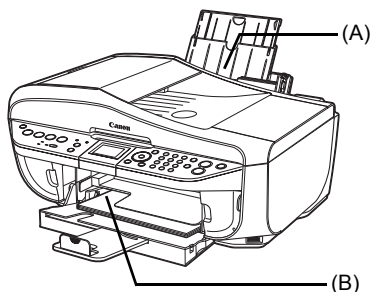
📖 Note
● You cannot load paper other than A4, Letter, or B5-sized plain paper in the Front Tray. When using any other type of paper, load it in the Rear Tray. For details on loading paper, see "Loading Paper" on page 14.
● Printer driver settings may be required depending on the usage. For details on printer driver settings, refer to the *PC Printing Guide* on-screen manual.

■ Changing the Paper Source

Each time you press the **Feed Switch** button, the paper source to be used switches between the Rear Tray and the Front Tray. The paper feeds from the paper source whose lamp is lit.
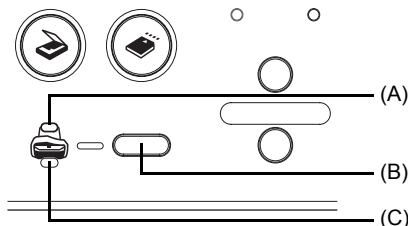
(A) **Rear Tray** lamp

(B) **Feed Switch** button

(C) **Front Tray** lamp

◆ Important
When Printing from Your Computer
If a setting other than **Paper Feed Switch** is selected for **Paper Source** in the printer driver, the **Feed Switch** button on the machine will be disabled and the printer driver settings takes precedence when printing. Confirm the setting in the printer driver. See "Printing with Windows" on page 32 or "Printing with Macintosh" on page 33. For details on paper source selection using the printer driver, refer to the *PC Printing Guide* on-screen manual.
Paper Source for Fax Printouts
To print out received faxes, the machine uses the Front Tray by default, regardless of the source selected by the **Feed Switch** button. The paper source used to print out faxes can be specified in the **FAX paper source** setting in the Operation Panel. See "Changing the Print Settings" on page 70.

■ Loading Paper

Important
- Load A4, Letter, or Legal-sized plain paper when receiving faxes. Legal-sized paper can only be loaded in the Rear Tray.
- If you cut plain paper to 4" x 6" / 101.6 x 152.4 mm, 5" x 7" / 127.0 x 177.8 mm, or 2.13" x 3.39" / 54.0 x 86.0 mm (credit card-size) for a trial print, it can cause paper jams.
- You cannot print on postcards affixed with photos or stickers.
- Always load paper in portrait orientation (A). Loading paper in landscape orientation (B) can cause the paper to be jammed.
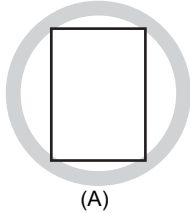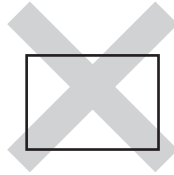

(A)   (B)

Note
- We recommend using genuine Canon photo media when printing photographs. For details on the specialty media Canon provides for use with its various printers, see "Using Specialty Media" on page 10.

When Printing on Plain Paper
- You can use general copy paper or Canon's Super White Paper. When printing on both sides, we recommend Canon's Super White Paper Double-Sided.
  Paper size:
  – Standard sizes: A4, B5, A5 (Rear Tray only), Letter, and Legal (Rear Tray only)
  – Non-standard sizes for the Rear Tray: 2.13 x 3.39 inches to 8.5 x 23 inches / 54.0 x 86.0 mm to 215.9 x 584.2 mm
  Paper weight: 17 to 28 lb / 64 to 105 gsm (non-Canon genuine plain paper)

● Loading Paper in the Rear Tray

1 Flatten the four corners of the paper before loading it.
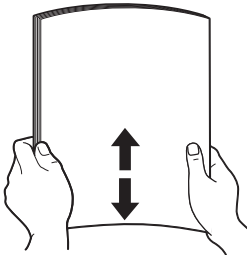
Note
- Align the edges of paper neatly before loading. Loading paper without aligning the edges may cause paper jams.
- If paper is curled, hold the opposing curled corners and gently bend them in the opposite direction until the paper becomes completely flat. See "Paper is curled." on page 109.
- To avoid curling, handle paper as follows.
  – When you do not print, remove unused paper from the Rear Tray, put them back into the package, and keep it on a level surface.
  – Take out only the necessary number of sheets from the package, just before printing.

2 Prepare to load paper.

(1) Open the Rear Tray, then pull out the Paper
Support.
Put your finger in the rounded indent of the
Paper Support and pull it out until it stops.

(2) Open the Paper Output Tray.

(3) Extend the Output Tray Extension.

(4) Press the **Feed Switch** button so that the **Rear
Tray** lamp (A) lights.
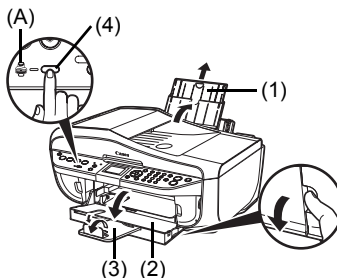
📖 **Note**

You can also select the paper source with the printer driver.
For details, refer to the *PC Printing Guide* on-screen manual.

3 Load the paper.

(1) Load the paper in the Rear Tray with the print
side facing UP.

(2) Align the paper stack against the Cover Guide
on the right side of the Paper Support.

📖 **Note**

Make sure that the Cover Guide is set upright
when you load paper in the Rear Tray.

(3) Slide the Paper Guide against the left side of
the paper stack.
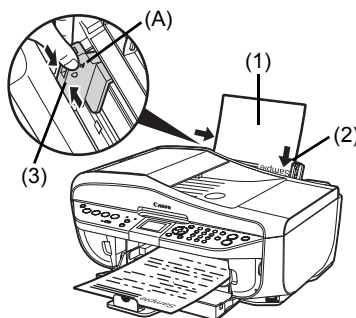
* Do not load higher than the Load Limit
Mark (A).

4 Specify the page size and media type settings according to the loaded paper.

📖 **Note**
● When performing copy direct printing without using a computer, select the size and type of the
loaded paper using the Operation Panel.
For details on settings, see "Setting Items" on page 22 or "Setting Items" on page 30.
● When using the machine connected to a computer, select the size and type of the loaded paper
in **Page Size** (or **Paper Size**) and **Media Type** in the printer driver.
For details on printer driver settings, see "Printing with Windows" on page 32 or "Printing with
Macintosh" on page 33.

● **Loading Paper in the Front Tray**

You can load A4, Letter, or B5-sized plain paper (such as Canon Super White Paper SW-201) in the Front Tray. You cannot load any other paper in the Front Tray.

1 Flatten the four corners of the paper before loading it.

See "Flatten the four corners of the paper before loading it." on page 14.

2 Prepare to load paper.

   (1) Open the Paper Output Tray.

   (2) Extend the Output Tray Extension.

   (3) Press the **Feed Switch** button so that the **Front Tray** lamp (A) lights.

   📖 Note

   You can also select the paper source with the printer driver.
   For details, refer to the *PC Printing Guide* on-screen manual.
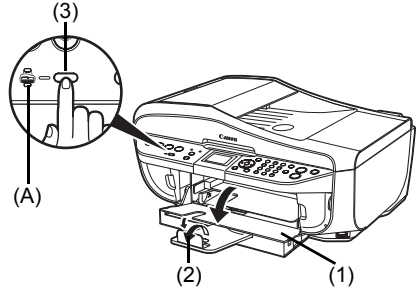
3 Load the paper with the print side facing DOWN.

   (1) Load the paper in the Front Tray with the print side facing DOWN and the leading edge to the far side.

   (2) Align the paper stack against the right edge of the Front Tray.

   (3) Align the near and the left edges of the paper with the Paper Size Mark.

   (4) Slide the Paper Guide against the left side of the loaded paper stack.
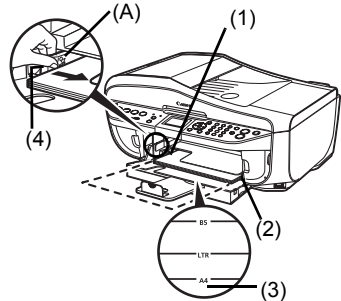
   * Do not load higher than the Load Limit Mark (A).

📖 Note

When loading paper in the Front Tray, refer to the illustration below and make sure not to load paper with the wrong side up.
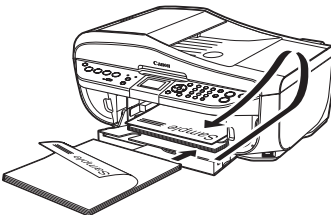
4 Specify the page size settings according to the loaded paper.

📖 Note
- When performing copy direct printing without using a computer, select the size of the loaded paper using the Operation Panel.
  For details on settings, see "Setting Items" on page 22 or "Setting Items" on page 30.
- When using the machine connected to a computer, select the size of the loaded paper in **Page Size** (or **Paper Size**) in the printer driver. For details on printer driver settings, see "Printing with Windows" on page 32 or "Printing with Macintosh" on page 33.

■ Loading Envelopes

Envelopes must be fed from the Rear Tray. Use either European DL or US Comm. Env. #10-sized envelope.

◐ Important

● You need to print from the computer to print on envelopes.
● Do not use the following envelopes:
  – Envelopes with a double flap (or sticker flaps)
  – Envelopes with an embossed or treated surface
  – Envelopes with pressure seals
  – Envelopes whose gummed flaps are already moistened and adhesive

📖 Note

In Windows®, print guidance will be displayed when envelopes are printed. To prevent display of print guidance, refer to "Printing Envelopes" in the *PC Printing Guide* on-screen manual.

---

1 Prepare the envelopes.

● Press down on all four corners and edges of the envelopes to flatten them.
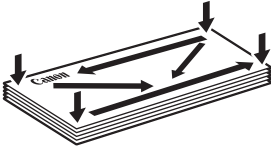
● If the envelopes are curled, hold the opposite corners and gently twist them in the opposite direction.

● If the flap of an envelope is curled, flatten it.

● If the leading edge of an envelope is puffed up or curled, use a pen to press the envelope flat and sharpen the crease.
Press the envelope flat, working from the middle to the edge.
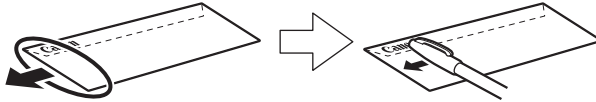
* The above illustrations show a side view of the leading edge of the envelope.

◐ Important

The envelopes may jam in the machine if they are not flat or the edges are not aligned.
Make sure that no curl or puff exceeds 0.1 inches / 3 mm.

---

2 Load the envelopes.

(1) Retract the Paper Support.

> **⊘ Important**
>
> Envelopes may not be fed properly if the
> Paper Support is extended.

(2) Load the envelope against the Cover Guide
(the right side of the Paper Support).
Load with the address side facing UP and the
rear flaps DOWN on the left.

Up to 10 envelopes can be loaded at once.

> **📖 Note**
>
> Make sure that the Cover Guide is set upright.

(A) Printing orientation
(B) Make sure the flaps are folded.

(3) Slide the Paper Guide against the left side of the envelope.

(4) Press the **Feed Switch** button so that the **Rear Tray** lamp (C) lights up.

3 Specify the settings in the printer driver.

(1) Select **Envelope** in **Media Type**.

(2) Select the size for envelopes.
In Windows, select **DL Env.** or **Comm. Env. #10** in **Page Size**.

In Macintosh, select **DL Envelope** or **#10 Envelope** in **Paper Size**.

(3) Select **Landscape** in **Orientation**.

> **⊘ Important**
>
> Be sure to set the printer driver setting properly. If you do not, the address will be printed in the
> wrong direction.

> **📖 Note**
>
> For details on printer driver settings, see "Printing with Windows" on page 32 or "Printing with
> Macintosh" on page 33.

■ Loading Small-Sized Paper

You can use 4" x 6" / 101.6 x 152.4 mm, 5" x 7" / 127.0 x 177.8 mm, and Credit card-sized papers in the Rear Tray.

Important

Load small-sized paper only in the Rear Tray.

---

1 Load the paper.

(1) Load the paper against the Cover Guide (the right side of the Paper Support) with the print side facing UP.

📖 Note

Make sure that the Cover Guide is set upright.

---

(2) Slide the Paper Guide against the left side of the paper stack.

(3) Press the **Feed Switch** button so that the **Rear Tray** lamp (A) lights.

📖 Note

You can also select the paper source with the printer driver.
For details, refer to the *PC Printing Guide* on-screen manual.

---
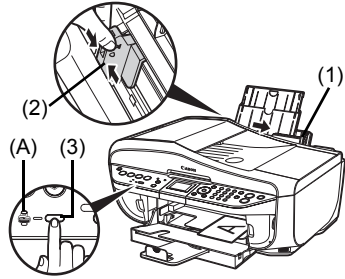
2 Specify the page size and media type settings according to the loaded paper.

📖 Note

- When performing copy direct printing without using a computer, select the size and type of the loaded paper using the Operation Panel.
  For details on settings, see "Setting Items" on page 22 or "Setting Items" on page 30.
- When using the machine connected to a computer, select the size and type of the loaded paper in **Page Size** (or **Paper Size**) and **Media Type** in the printer driver.
  For details on printer driver settings, see "Printing with Windows" on page 32 or "Printing with Macintosh" on page 33.

Copying

Making Copies

This section describes the basic procedure to make copies.

1 Turn on the machine.

See "Turning the Machine On and Off" on page 4.

2 Press the **COPY** button.

3 Load paper.

See "Loading Printing Paper" on page 10.

4 Load the original on the Platen Glass (A) or the ADF.

See "Loading Original Documents" on page 6.

(A)
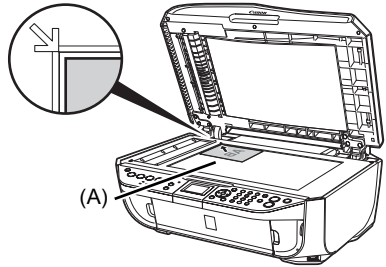
5 Specify the copy settings.

(1) Press the ▲ or ▼ button or the Numeric buttons to specify the number of copies (max. 99 copies).

(2) Press the ◀ or ▶ button to adjust the intensity.

(3) Press the **Settings** button to adjust other settings as necessary.
For details, see "Setting Items" on page 22.
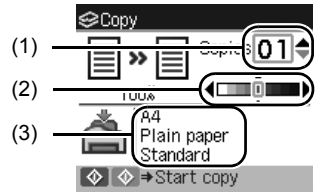
6 Press the **Color** button for color copying, or the **Black** button for black & white copying.

Setting Items

Press the **Settings** button in the copy mode to go the Copy settings screen.

Tab 1

You can specify the copy settings such as the page size, media type, or print quality.
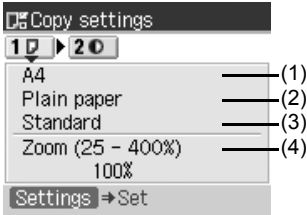
📖 Note
● Depending on the functions, some setting items cannot be specified in combination.
● Print settings, except for magnification and automatic intensity adjustment settings, are retained even if the machine is turned off.

(1) Page size
Select the page size of the loaded paper.

⊘ Important
You cannot load paper other than A4, Letter, or B5-sized plain paper in the Front Tray. When specifying a page size other than **A4**, **8.5"x11"(215x279)**, or **B5**, load paper in the Rear Tray.

(2) Media type
Select the media type of the loaded paper.

⊘ Important
You cannot load paper other than A4, Letter, or B5-sized plain paper in the Front Tray. When specifying a media type other than **Plain paper**, load paper in the Rear Tray.

(3) Print quality
Adjust print quality according to the original.

📖 Note
● If you used **Fast** with media type set to **Plain paper** and the quality is not as good as expected, select **Standard** or **High** and try copying again.
● Select **High** to copy in grayscale. Grayscale renders tones in a range of grays instead of black or white.

(4) Magnification
Specify the reduction/enlargement method. For details, refer to "Reducing or Enlarging a Copy" in "Setting Items" in "Copying" of the *User's Guide* on-screen manual.

📖 Note
Magnification settings are cleared when the machine is turned off.

Tab 2

You can specify whether to enable automatic intensity adjustment.
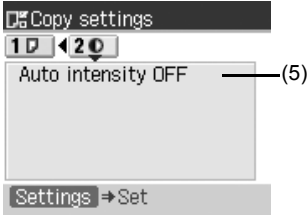
(5) Auto intensity

Specify whether the intensity is adjusted automatically.

When **Auto intensity ON** is selected, **Auto** will be displayed above the intensity slide bar in the Copy standby screen.
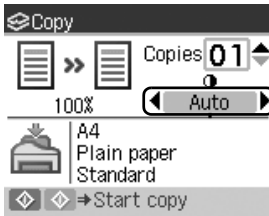
⚠ Important

You can change the intensity by pressing the ◀ or ▶ button even when **Auto intensity ON** is selected. To enable auto intensity again, move the cursor to the center of the slide bar.

📖 Note

● Automatic intensity adjustment is set back to off when the machine is turned off.
● Automatic intensity adjustment is not available when scanning originals from the ADF.

Using Useful Copy Functions

For details, refer to "Using Useful Copy Functions" in the *User's Guide* on-screen manual.

Reducing or Enlarging a Copy
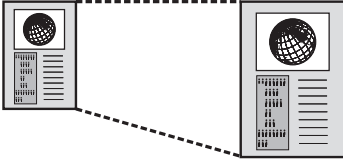
Copying Two Pages to Fit onto a Single Page (2-on-1 Copy)

Copying Four Pages to Fit onto a Single Page (4-on-1 Copy)
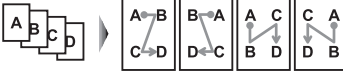
Copying without Borders (Borderless Copy)
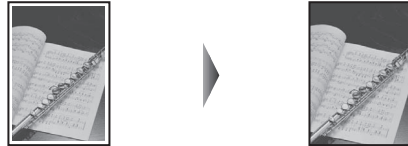
Repeating an Image on a Page (Image Repeat)

Making Multiple Copies of an Entire Document (Collated Copy)
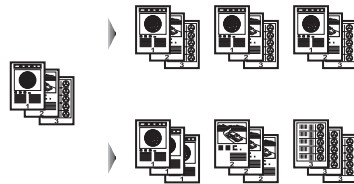
Copying with Fade Restoration (Fade-restored Copy)

You can obtain color-corrected printouts when copying documents that have faded over time.

Copying Thick Originals Such as Books (Frame Erase)

Copying on Stickers (Sticker Copy)

Platen Glass   16 stickers
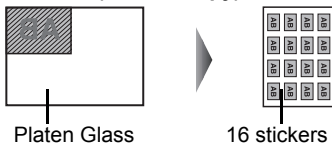
Printing from a Memory Card

Memory Cards Supported by This Machine

The following memory cards are compatible with this machine.

Memory cards that can be directly inserted into the Card Slot:	
	● SD Secure Digital memory card ● SDHC memory card ● MultiMediaCard
	● Compact Flash (CF) Card Supports Type I/II (3.3 V) ● Microdrive
	● Memory Stick ● Memory Stick PRO

Memory cards that can be inserted in the Card Slot using the adapter:

> **Important**
>
> If one of the following memory cards is inserted without an adapter, you may not be able to remove the card. Be sure to attach it to the adapter before inserting to the Card Slot.

	miniSD Card[*1]
	microSD Card[*1]
	xD-Picture Card[*2]
	● Memory Stick Duo[*1] ● Memory Stick PRO Duo[*1]
	RS-MMC[*1]

[*1] Use the special adapter provided with the card.

[*2] Requires purchase of a separate compact flash card adapter for xD-Picture card.

Printable Image Data

This machine supports JPEG and TIFF images created by DCF ver. 1.0/2.0 standard compliant digital cameras (Exif ver. 2.2/2.21 compliant).

Important

Compatible image types are limited to JPEG and TIFF only. Other image or movie types such as RAW images cannot be printed.

Inserting the Memory Card

1 Turn on the machine.

See "Turning the Machine On and Off" on page 4.

2 Attach a card adapter if your memory card requires one.

3 Open the Card Slot Cover.
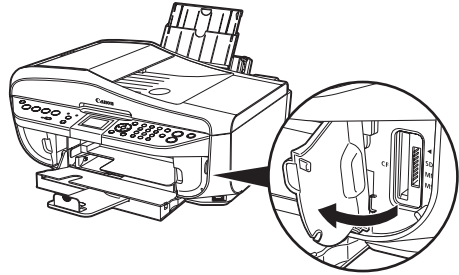
4 Insert one and only one memory card into the Card Slot.

Card Type	Inserting Card	
● Compact Flash (CF) card ● Microdrive ● xD-Picture card*		Insert into the left Card Slot. The **Access** lamp lights up.
● SD Secure Digital memory card ● SDHC memory card ● miniSD Card* ● microSD Card* ● Memory Stick ● Memory Stick PRO ● Memory Stick Duo* ● Memory Stick PRO Duo* ● MultiMediaCard ● RS-MMC*		Insert into the right Card Slot. The **Access** lamp lights up.

* Be sure to attach the memory card to the special adapter before inserting it into the Card Slot.

> ⚠ **Caution**
> ● The memory card will stick out of the Card Slot, but do not force it into the slot any further. Doing so damages the machine and the memory card.
> ● Make sure that the memory card is correctly oriented before inserting it into the Card Slot. If you force the memory card into the Card Slot in the wrong orientation, you may damage the memory card and/or the machine.

5 Confirm that the **Access** lamp has lit up.

6 Close the Card Slot Cover.

Removing the Memory Card

1 Open the Card Slot Cover.

2 Make sure that the **Access** lamp is lit, then remove the memory card.

Do not remove the memory card while the **Access** lamp is flashing.

Hold the part of the memory card that is sticking out to remove it from the machine.

📎 **Important**

The **Access** lamp flashes while the machine is reading or writing data from/to the memory card. Removing the memory card or turning off the machine while the **Access** lamp is flashing may damage the data saved on the memory card. Do not remove the memory card while the **Access** lamp is flashing.

---

3 Close the Card Slot Cover.

Printing the Photo Displayed on the LCD (Display Photo)

1 Prepare for printing.

(1) Turn on the machine.
See "Turning the Machine On and Off" on page 4.

(2) Load paper.
See "Loading Printing Paper" on page 10.

2 Insert the memory card.

(1) Press the **MEMORY CARD** button.

(2) Insert the memory card into the Card Slot.
See "Inserting the Memory Card" on page 27.

3 Press the ◀ or ▶ button to select **Display photo**, then press the **OK** button.

4 Select the photo to print.

(1) Press the ◀ or ▶ button to display the photo to print.

(2) Press the **Color** button.

(3) Press the ▲ or ▼ button or the Numeric buttons to specify the number of copies to print.

5 Adjust the print settings as necessary.

For details, see "Setting Items" on page 30.

6 Press the **Color** button to start printing.

Using Useful Display Functions

You can change the way photos are displayed.

To change the display when **Display photo** is selected, press the **OK** button, press the ▲ or ▼ button to select a display photo option, and press the **OK** button.

Full-screen view: Shows one photo at full-screen

Enlarged view: Shows enlarged photo twice as much as the original. Move the area to show using the ▲, ▼, ◀ or ▶ button.

Slide show: Shows next photos automatically.

To return to the regular display mode, press the **OK** button.

Using Useful Printing Functions

Printing Several Photos on a Single Sheet of Paper (Layout print)

Prints photos of your choice in the specified layout.

Printing on Stickers (Sticker print)

Prints your favorite photo with a frame on Canon Photo Stickers.

Printing All Photos (Print all photos)

Prints all photos saved on the memory card.

Printing an Index of All Photos (Photo Index print)

Prints an index of all photos saved on a memory card.

Printing According to DPOF Settings (DPOF print)

Prints according to the Digital Print Order Format (DPOF) settings on your digital camera, if you have specified them.

Printing with Exif Info (Captured info)

Prints information on photographs at the time of its shooting (Exif info) in the margin of Photo index print or selected individual photos.

Setting Items

Press the **Settings** button in the memory card mode to go the Memory card settings screen.

Tab 1

You can specify the settings such as the size and type of paper, bordered/borderless, and Date/file no.

```
🖾 Memory card settings
[1 🖳] ▶ [2 ▣]
A4 ─────────────────(1)
Photo Plus Glossy ──(2)
Standard ───────────(3)
Bordered        🖳 ──(4)
No date/file no. ───(5)
[Settings] ➡ Set
```
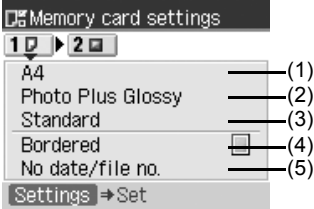
📖 Note
● Depending on the functions, some setting items cannot be specified in combination.
● The print settings are retained even if the machine is turned off.

(1) Page size
Select the page size of the loaded paper.

🚫 Important
You cannot load paper other than A4, Letter, or B5-sized plain paper in the Front Tray. When specifying a page size other than **A4** or **8.5"x11"(215x279)** load paper in the Rear Tray.

(2) Media type
Select the media type of the loaded paper.

🚫 Important
You cannot load paper other than A4, Letter, or B5-sized plain paper in the Front Tray. When specifying a media type other than **Plain paper**, load paper in the Rear Tray.

(3) Print quality
Adjust the print quality according to the original.

(4) Border
Select bordered or borderless print.

📖 Note
● When specifying **Borderless**, load paper in the Rear Tray.
● When **Plain paper** is selected in **Media type**, bordered printing will be performed even if you select **Borderless**.

(5) Date/file no.
Select whether to print the shooting date, file no., or not.

📖 Note
When **Credit card** is selected in **Page size**, only the shooting date will be printed even when you select **Print date & file no.**

Tab 2

You can optimize photos with the functions below.

Memory card settings		Memory card settings
1 □ ◀ 2 □		1 □ 2 □
Auto image fix ON —————(1)		◀ Face brightener OFF ——▶(6)
Red eye correction OFF——(2)		Image optimizer OFF ———(7)
Vivid photo OFF ————(3)		Brightness standard ————(8)
Photo optimizer pro ON——(4)		Contrast standard ————(9)
Noise reduction OFF ———(5)		Color hue original ————(10)
Settings ⇒ Set		Settings ⇒ Set

Memory card settings
1 □   2 □
Image optimizer OFF
Brightness standard
Contrast standard
Color hue original
◀ No effects ————————(11)
Settings ⇒ Set

(1) Auto image fix
Automatically corrects the brightness, contrast, and color hue of a photo. When **OFF** is selected, you can configure the following.

(2) Red eye correction
Corrects red eyes in portraits caused by flash photography.

(3) Vivid photo
Makes green and blue more lively.

(4) Photo optimizer pro
Automatically optimizes brightness and tone of a photo.

(5) Noise reduction
Reduces the noise on blue areas like the sky as well as on black areas.

(6) Face brightener
Brightens a darkened face on the photo taken against the light.

(7) Image optimizer
Corrects and smooths the jagged contours for printing.

(8) Brightness
Adjusts brightness.

(9) Contrast
Adjusts contrast.

(10) Color hue
Adjusts color hue.

For example, you can increase red or yellow to adjust the skin tone.

(11) Effects
Applies special effects to the photo, such as printing in sepia tones or with a sketch illustration like effect.

Printing from Your Computer

This section describes procedure for basic printing.

Printing with Windows

> **Note**
> Depending on your application program, operations may differ. For details, refer to the instruction manual of your application.
> The steps described in this section are for printing in Windows Vista™ operating system (hereafter referred to as "Windows Vista").

1 Turn on the machine and load the paper in the machine.

See "Turning the Machine On and Off" on page 4 and "Loading Printing Paper" on page 10.

2 Make sure that the proper paper source is selected.

3 Create a document or open a file to print using an appropriate application software.

4 Select **Print** on the application software's **File** menu.

5 Make sure that **Canon XXX Printer** (where "**XXX**" is your machine's name) is selected in **Select Printer**, and click **Preferences** (or **Properties**)**.**
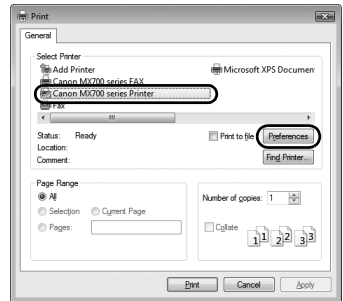
6 Specify the required settings and click **OK**.

Make sure that **Paper Feed Switch** is selected in **Paper Source**.

> **Note**
> ● If you select **Front for Plain Paper**, the machine will automatically switch to the Front Tray only when paper size is A4, Letter, or B5 and **Plain Paper** is specified for **Media Type**. You cannot load paper other than A4, Letter, or B5-sized plain paper in the Front Tray.
> ● For details on the printer driver functions, click **Help** or **Instructions** to view the online help or the *PC Printing Guide* on-screen manual. **Instructions** is only displayed when the on-screen manuals are installed.
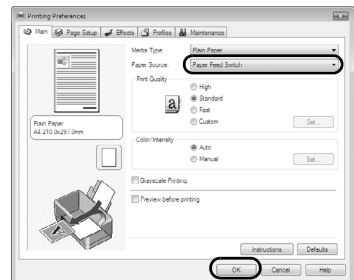
7 Click **Print** (or **OK**).

Printing with Macintosh

📖 Note

Depending on your application program, operations may differ. For details, refer to the instruction manual of your application.
The steps described in this section are for printing in Mac® OS X v.10.4.x.

1 Turn on the machine and load the paper in the machine.

See "Turning the Machine On and Off" on page 4 and "Loading Printing Paper" on page 10.

2 Make sure that the proper paper source is selected.

3 Create a document or open a file to print using an appropriate application software.

4 Select **Page Setup** on the application software's **File** menu.

5 Make sure that your machine's name is selected in **Format for**.

6 Select the page size of the loaded paper in **Paper Size**.

7 Click **OK**.

8 Select **Print** on the application software's **File** menu.

9 Select **Quality & Media** in the pop-up menu.

10 Specify the required settings.

Make sure that **Paper Feed Switch** is selected in **Paper Source**.
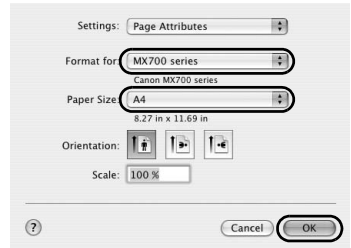
📖 Note
- If you select **Front for Plain Paper**, the machine will automatically switch to the Front Tray only when paper size is A4, Letter, or B5 and **Plain Paper** is specified for **Media Type**. You cannot load paper other than A4, Letter, or B5-sized plain paper in the Front Tray.
- For details on the printer driver functions, click (?) to view the *PC Printing Guide* on-screen manual. If the on-screen manuals are not installed, the *PC Printing Guide* on-screen manual is not displayed even if (?) is clicked.

11 Click **Print**.

Scanning Images

You can scan images from the machine to a computer without printing them and save them in popular image types, such as JPEG, TIFF, bitmaps, or PDF. If you are scanning printed text, you can use the OCR (Optical Character Recognition) software to convert it to text data.

Scanning Methods

You can select from the various scanning methods.

● **If You Want to Scan Originals Easily From the Machine**

You can scan originals by using the Operation Panel of the machine.

See "Scanning Using the Operation Panel of the Machine" on page 35.

● **If You Want to Edit or Print the Scanned Images**

MP Navigator EX enables you to edit the scanned images, such as optimizing or trimming.

You can also start application software from MP Navigator EX to edit or print the scanned images.

For detailed operations of MP Navigator EX, refer to the *Scanning Guide* on-screen manual.

● **If You Want to Scan Originals with Advanced Settings**

ScanGear enables you to scan originals with advanced settings such as the resolution.

For detailed operations of ScanGear, refer to the *Scanning Guide* on-screen manual.

Besides the above-mentioned methods, you can use a TWAIN- or WIA- (Windows Vista and Windows XP only) compliant application software and the Control Panel (Windows Vista and Windows XP only) to scan originals with this machine. For detailed operations, refer to the *Scanning Guide* on-screen manual.

■ Scanning Using the Operation Panel of the Machine

1 (Macintosh only) Prepare your computer before scanning.

This operation is not necessary for Mac OS X v.10.4.x.

For details, refer to "Scanning Methods" in the *User's Guide* on-screen manual.

2 Turn on the machine.

See "Turning the Machine On and Off" on page 4.

3 Load the original document on the Platen Glass or the ADF.

See "Handling the Original Document" on page 6.

4 Select the scan operation.

(1) Press the **SCAN** button.

(2) Press the ▲ or ▼ button to select the computer to send the scanned image to, then press the **OK** button.

(3) Press the ▲ or ▼ button to select the document type, then press the **OK** button.

> **⚠ Important**
>
> Make sure that the document has been loaded correctly according to the document type that you have selected. For details, refer to "Handling the Original Document" in the *User's Guide* on-screen manual.

(4) Press the ▲ or ▼ button to select the scan operation, then press the **OK** button.

5 Press the **Color** or the **Black** button.

> **📖 Note**
>
> The operation to be performed after scanning the original depends on the scan operation setting you have selected in step 4. For details on how to modify the operation settings, refer to the *Scanning Guide* on-screen manual.

Printing Photographs Directly from a Compliant Device

You can connect a PictBridge compliant device such as a digital camera, camcorder, or mobile phone using a USB cable recommended by the device's manufacturer, and print recorded images directly without using a computer.

● **Connectable Devices**

PictBridge is an industry standard enabling a range of digital photo solutions, including the direct printing of photos from a digital still camera, camcorder or mobile phone* without the need to use a computer. A device can be connected to this machine for direct printing regardless of the manufacturer or the model as long as it complies with the PictBridge standard.

* PictBridge compliant digital still cameras, digital camcorders, and camera-equipped mobile phones are hereafter collectively referred to as "PictBridge compliant device".

⌒ A device with this mark is PictBridge compliant.

● **Printable Image Data Format**

This machine prints images taken with a DCF (Design rule for Camera File system) ver. 1.0/2.0-compatible digital camera (Exif ver. 2.2/2.21 compliant), as well as PNG files.

Printing Photographs Directly from a Compliant Device

To connect a PictBridge compliant device to this machine, use a USB cable recommended by the device's manufacturer.

⚠ **Caution**

Do not connect any equipment other than PictBridge compliant devices to the Direct Print Port of the machine. If you do so, electric shock, fire, or damage to the machine could result.

🚫 **Important**

Never disconnect the USB cable during printing unless when explicitly allowed to by the PictBridge compliant device. When disconnecting the USB cable between the PictBridge compliant device and machine, follow the instructions given in the device's instruction manual.

📖 **Note**

When printing photos with the PictBridge compliant device connected to the machine, we recommend the use of the AC adapter supplied with the device. If you are using the device battery, be sure to charge it fully.

1 Prepare for printing.

(1) Turn on the machine.
See "Turning the Machine On and Off" on page 4.

(2) Load the paper in the Rear Tray.
See "Loading Printing Paper" on page 10.

📖 **Note**

When printing directly from a PictBridge compliant device, you can only use the Rear Tray as the paper source. Do not load paper in the Front Tray.

2 Connect the PictBridge compliant device to the machine.

📖 Note

Depending on the model or brand of your device, you may have to select a print mode compliant with PictBridge before connecting the device. You may also have to turn on the device or select Play mode manually after connecting the device to the machine.
Perform necessary operations on the PictBridge compliant device before connecting it to this machine according to instructions given in the device's instruction manual.

---

(1) Make sure that the PictBridge compliant device is turned off.

(2) Connect the PictBridge compliant device to the machine using a USB cable recommended by the manufacturer of the device.
The device turns on automatically.

If your device does not turn on automatically, turn it on manually.

(3) Set up the PictBridge compliant device for direct printing.
⚹ will appear on the LCD of the device when the machine is correctly connected.

(2)
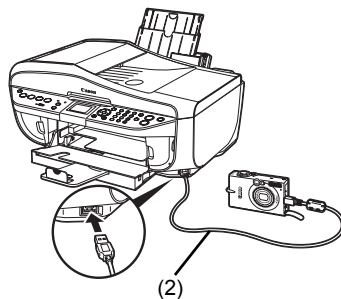
3 Specify the print settings such as paper type and layout.

See "About PictBridge Print Settings" on page 38.

You can make settings using the menu on the LCD of your PictBridge compliant device. Select the size and type of paper that you loaded in the machine.

If your PictBridge compliant device does not have setting menu, change the setting from the machine. For details, see "Setting on the Machine" on page 40.

4 Start printing from your PictBridge compliant device.

About PictBridge Print Settings

■ Settings on a PictBridge Compliant Device

This section describes the print settings on a PictBridge compliant device. When operating the device, be sure to follow the instructions given in the instruction manual of your PictBridge compliant device.

📖 Note

- In the following description, names of setting items are given according to those used in Canon-brand PictBridge compliant devices. Setting item names may be different depending on the brand or model of your device.
- Some setting items explained below may not be available on some devices. In this case, the settings made on the machine are applied. Also, when some items are set to **Default** on a PictBridge compliant device, the machine settings for these items are applied. For details, see "Setting on the Machine" on page 40.

● Paper Size and Paper Type Settings

The following sizes and types of printing paper can be used when printing from a PictBridge compliant device.

- Paper size
  4" x 6" / 101.6 x 152.4 mm, 5" x 7" / 127.0 x 177.8 mm[*1], Credit card, 8" x 10" / 203.2 x 254.0 mm, A4, Letter, Wide[*1]

- Paper type

Paper Type Setting	Loadable Paper[*3]
Plain Paper[*2]	Super White Paper or other plain paper
Photo	Photo Paper Plus Glossy
	Glossy Photo Paper
	Glossy Photo Paper "Everyday Use"
	Photo Paper Glossy
	Photo Paper Plus Semi-gloss[*4]
	Photo Stickers[*5]
Fast Photo	Photo Paper Pro

The available page sizes vary depending on the media type. For details, visit our website.

[*1] Can be selected only on certain Canon-brand PictBridge compliant devices.

[*2] **Plain Paper** can be selected for **Paper type** only when **Paper size** is set to **A4** or **8.5" x 11" (Letter)**. When **Paper type** is set to **Plain Paper**, borderless printing will be disabled even when **Layout** is set to **Borderless**.

[*3] You may not be able to purchase some Canon genuine papers depending on the country or region of purchase.

[*4] When printing on Photo Paper Plus Semi-gloss 8" x 10" / 203.2 x 254.0 mm (SG-201), select **20 x 25 cm/8" x 10"** for **Paper size** and **Default** for **Paper type**.

  * Select **Photo Plus Glossy** for **Media type** in **PictBridge settings** on the machine. See "Setting on the Machine" on page 40.

[*5] Exclusively used to print photo stickers. When printing on sticker paper, select **10 x 15 cm/ 4" x 6"** in **Paper size** and **Photo** for **Paper type**. Do not set **Layout** to **Borderless**.

● Layout Setting

Various layout options are available.

- ● Bordered/Borderless: You can select whether or not to print an image with a border.
- ● N-up: You can use this option when printing on sticker paper, or A4- or Letter-sized paper.

  Sticker paper: When you select **10 x 15 cm/4" x 6"** for **Paper size**, you can print 16 images on a single sheet of paper.

  A4- or Letter-sized paper:When you select **A4** or **8.5" x 11" (Letter)** for **Paper size**, you can print 4 images on a single sheet of paper.

- ● Shooting Info (Exif Data)[*1]:You can print shooting info (Exif Data) along with the image. The following two options are available.

  1-up: Prints the shooting info (Exif Data) in the margin of selected individual images.

  20-up[*2]: Prints 20 images specified with DPOF[*3] and their shooting info (Exif Data) in list format on a single sheet of paper.

- ● 35 mm Film Style Layout (Contact Printing Layout)[*2]:You can print the multiple images specified with DPOF[*3] in a list format that looks like a negative film.

Besides the above options, you can also specify to print an index of images in the DPOF[*3] print settings menu.

[*1] Can be selected only on certain Canon-brand PictBridge compliant devices.

[*2] You can use this option only when **A4** or **8.5" x 11" (Letter)** is selected for **Paper size**.

[*3] DPOF (Digital Print Order Format) is a standard format to record the specified information regarding images, such as which image or number of copies to print.

● Date/File No. Print Setting

You can specify whether the date and/or file number will be printed.

📖 Note
- ● If the images already have dates superimposed when shot, set this PictBridge setting item to **Off**. If you select **Date**, **File No.**, or **Both**, the date and/or file number will be printed over the date printed by the device's function.
- ● Depending on the paper size and layout, the date will only be printed even when **Both** is selected.

● Image Optimize Setting

You can select the optimization method to obtain high print quality.

When you select **Default**, the most suitable correction for each photo is made using the Auto image fix function of the machine. See "Setting on the Machine" on page 40.

When you select **On**, photos are optimized for printing using the Photo optimizer pro function.

If you are using a Canon-brand PictBridge compliant device, the following additional options may be available, depending on the model.

- – **VIVID** makes green and blue more lively.
- – **NR** (Noise Reduction) reduces the noise on blue areas like the sky as well as on black areas.
- – **Face** brightens a darkened face on the photo taken against the light.
- – **Red-Eye** corrects red eyes in portraits caused by flash photography.

● Trimming Setting

You can select an area to print.

■ Setting on the Machine

This section describes the PictBridge print settings on the machine.

Set the print settings to **Default** on the PictBridge compliant device when you want to print according to the settings on the machine.

● Displaying the PictBridge Settings Screen and Specifying the Settings

1 Turn on the machine.

2 Press the **Menu** button.

3 Press the ◀ or ▶ button to select **Maintenance/settings**, then press the **OK** button.

4 Press the ◀ or ▶ button to select **Device settings**, then press the **OK** button.

5 Press the ▲ or ▼ button to select **PictBridge settings**, then press the **OK** button.

6 Press the ◀ or ▶ button to select tab **1** or tab **2**.

7 Press the ▲ or ▼ button to select the setting item.

8 Press the ◀ or ▶ button to select the setting, then press the **OK** button.

● **Setting Items**

Setting Item	Description	Corresponding Setting of PictBridge Compliant Devices[*]
Page size	Select the page size, when printing directly from a PictBridge compliant device.	Paper size
Media type	Select the media type, when printing directly from a PictBridge compliant device.	Paper type
Print quality	Select the print quality, when printing directly from a PictBridge compliant device.	–
Border	Select bordered or borderless print.	Layout
Auto image fix	Automatically corrects the brightness, contrast, and color hue of a photo. When **OFF** is selected, you can configure the following.	Image optimize
Red eye correction	Corrects red eyes in portraits caused by flash photography.	
Vivid photo	Makes green and blue more lively.	
Photo optimizer pro	Automatically optimizes brightness and tone of a photo.	
Noise reduction	Reduces the noise on blue areas like the sky as well as on black areas.	
Face brightener	Brightens a darkened face on the photo taken against the light.	
Image optimizer	Corrects and smooths the jagged contours for printing.	
Brightness	Adjust brightness.	
Contrast	Adjust contrast.	
Color hue	Adjust color hue. For example, you can increase red or yellow to adjust the skin tone.	
Effects	Applies special effects to the photo, such as printing in sepia tones or with a sketch illustration like effect.	

* Set the items in this column to **Default** on the PictBridge compliant device when you want to make settings on the machine.

Faxing

Preparing the Machine for Fax

Typical examples of connecting the machine are described below. The machine cannot send/receive faxes if the connection is incorrect. Connect the machine correctly.

> **Important**
>
> **If the Power Disconnects Unexpectedly**
> If there is a power failure or if you accidentally disconnect the power cord, the date/time settings as well as all documents stored in memory will be lost. User data and speed dialing settings are retained. If the power disconnects, the following will apply:
> ● You will not be able to send or receive faxes or make copies.
> ● If a telephone is connected to the machine, you can receive voice calls.
> ● Whether you are able to make voice calls depends on the type of your telephone.

■ Methods of Connecting External Devices

● Connecting to a Dedicated Analog Line
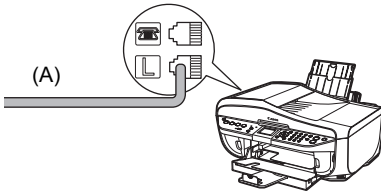
(A) Telephone line (analog)

● Connecting a Telephone or Answering Machine Directly
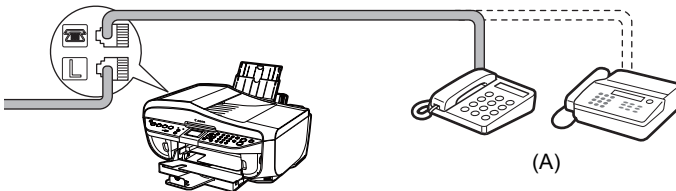
(A) Telephone or Answering machine

⚠️ **Important**

Do not connect the machine and external devices in parallel to the same telephone line using a splitter (A). The machine may not operate properly.

(A)
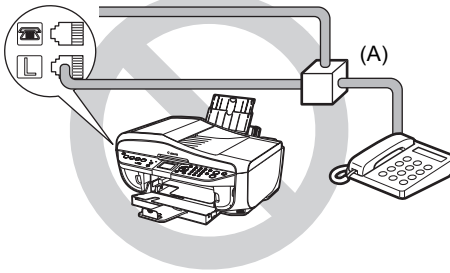
● **Connecting a Telephone or Answering Machine via a Computer**

(A)

(B)
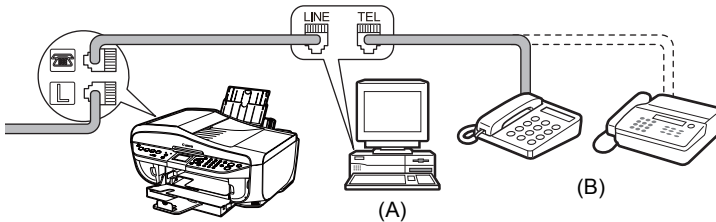
(A) Computer

(B) Telephone or Answering machine

Users in the UK

If the connector of the external device cannot be connected to the jack on the machine, you will need to purchase a B.T. adapter to connect as follows:

Connect the external device line to the B.T. adapter, then connect the B.T. adapter to the 🕾 jack.

■ Methods of Connecting the Various Lines

The following are some basic connection schemes that apply when you are connecting to a non-analog telephone line. These are examples and are not guaranteed to suit every connecting conditions. For details, refer to the instruction manual supplied with the network device (control devices such as an xDSL modem, terminal adapter, or dial-up router) you are connecting to this machine.

● Connecting to an xDSL
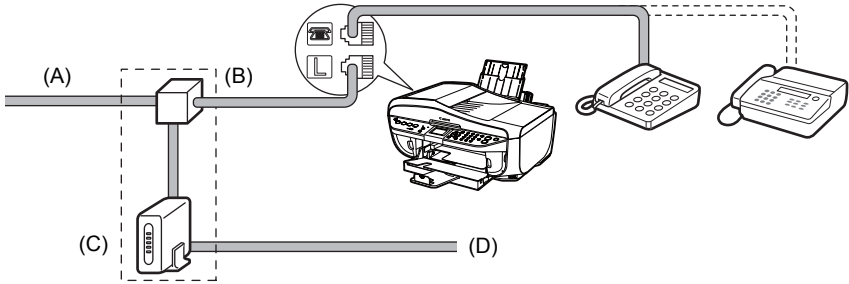
(A) Digital Subscriber Line

(B) Splitter

(C) xDSL modem (splitter may be built-in to the modem)

(D) Computer

● Connecting to an ISDN Line

For details on ISDN connection and settings, see the manuals supplied with your terminal adapter or dial-up router.

■ Setting the Telephone Line Type

Before using your machine, make sure you set the correct telephone line type for your telephone line. If you are unsure of your telephone line type, contact your telephone company. For ISDN (Integrated Services Digital Network) or xDSL (Digital Subscriber Line) connections, contact the telephone company or service provider to confirm your line type.

📖 Note
- This setting may not be available depending on the country or region of purchase. In this case, you do not need to perform this setting.
- You can print the User's data list to check the current setting. See "Printing the User's Data List" on page 78.

1 Display the FAX menu.

(1) Press the **FAX** button, then press the **Menu** button.
The FAX menu is displayed.

2 Display the Device settings screen.

(1) Press the ◀ or ▶ button to select **Maintenance/settings**, then press the **OK** button.

The Maintenance/settings screen is displayed.

(2) Press the ◀ or ▶ button to select **Device settings**, then press the **OK** button.

The Device settings screen is displayed.

3 Display the User settings screen.

(1) Press the ▲ or ▼ button to select **FAX settings**, then press the **OK** button.
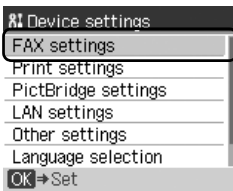
The FAX settings screen is displayed.

(2) Press the ▲ or ▼ button to select **User settings**, then press the **OK** button.

```
Ⅱ FAX settings
User settings
TX settings
RX settings


OK → Set
```
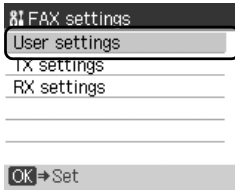
The User settings screen is displayed.

4 Display the Telephone line type screen.

(1) Press the ▲ or ▼ button to select **Telephone line type**, then press the **OK** button.

```
Ⅱ User settings
TTI position
Offhook alarm
Volume control
RX ring level
Telephone line type
Activity report
OK → Set
```
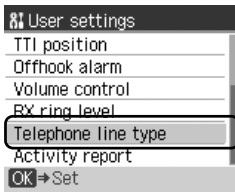
5 Select the telephone line type.

(1) Press the ▲ or ▼ button to select the telephone line type, then press the **OK** button.

```
Ⅱ Telephone line type



        Rotary pulse
        Touch tone

OK → Set
```
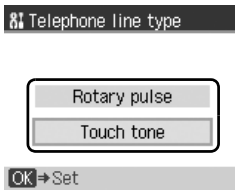
Rotary pulse: Suitable for pulse dialing.
Touch tone: Suitable for tone dialing.

📖 **Note**

Rotary pulse may not be supported depending on the country or region of purchase.

Registering Sender Information

A fax you receive may have information, such as the sender's name or the company name, the sender's phone or fax number, and the date and time of the transmission, printed in small type at the top of each page. Such sender information is called Transmit Terminal Identification, or TTI.

You can register your TTI in this machine, so that the recipient of your fax will know who sent it, and when it was sent.

Below is an example of how your sender information would print on a fax sent from your machine:

```
(A)   09/01/2007 15:33  FAX 123 4567    YOUR NAME  → RECIPIENT'S NAME    001/001

(B)
                    THE SLEREXE COMPANY LIMITED
               SAPORS LANE•BOOLE•DORSET•BH25 8ER
            TELEPHONE BOOLE (945 13) 51617 – FAX 1234567


           Our Ref. 350/PJC/EAC


                         (C)          (D)              (E)
```
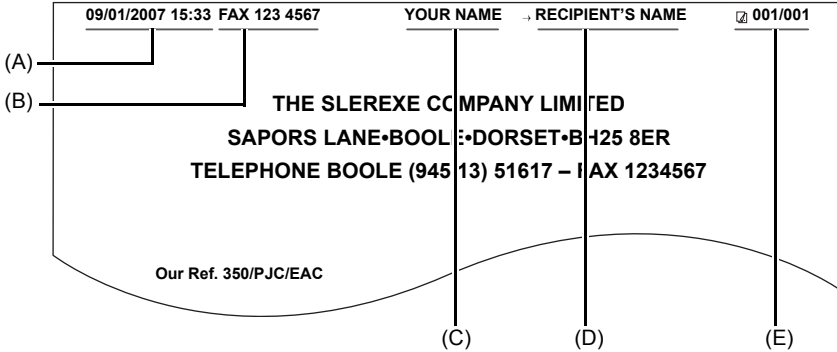
(A) Date and time of transmission

(B) Your fax/telephone number

(C) Your name

(D) Displays the name of the destination when sending from coded speed dialing.

(E) Page number

Note

- When sending in black & white, you can set the sender information to print inside or outside the image area. Refer to "TTI position" in "Device Settings" of the *User's Guide* on-screen manual.
- For color sending, the sender information is printed inside the print area and the recipient's name is not printed.
  You can select **FAX** or **TEL** to be displayed in front of the number. Refer to "TTI position" in "Device Settings" of the *User's Guide* on-screen manual.
- Three date display formats are available. For details on the date format settings, refer to "Date display" in "Device Settings" of the *User's Guide* on-screen manual.

■ Guidelines for Entering Numbers, Letters, and Symbols

The following characters are assigned to the Numeric buttons.

Button	Uppercase letter mode	Lowercase letter mode	Number mode
1			1
2	ABCÀÄÁÀÃÂÆÇ	abcàäáàãâæç	2
3	DEFËÉÈÊ	defëéèê	3
4	GH I Ï Í Ì Î	gh i ï í ì î	4
5	JKL	jkl	5
6	MNOÑØÖÓÒÕÔ	mnoñøöóòõô	6
7	PQRSÞ	pqrsþ	7
8	TUVÜÚÙÛ	tuvüúùû	8
9	WXYZÝ	wxyzý	9
0			0
#	-.SP[*]✳#!",;:^`_=/|'?$@%&+()[]{}<>		
✳	Press the ✳ button to switch to uppercase letter mode (:A), lowercase letter mode (:a), or number mode (:1).		

[*] SP indicates a space.

Follow the procedure below to enter letters and numbers when you register names and fax/phone numbers for the sender information or a coded speed dial.

1 Press the ✳ button to switch to uppercase letter mode (:A), lowercase letter mode (:a), or number mode (:1).

You can see what mode you are in by the character displayed to the right of **Unit name** or **Name**.

Example: uppercase letter mode

2 Press the Numeric buttons to enter a character.

Press the button repeatedly until the character you want to enter appears.

● **To enter a character that is assigned to the same button as the previous entry:**

(1) Press the ▶ button, then press the same Numeric button.

● **To enter a space:**

(1) Press the ▶ button twice. In number mode, press the ▶ button once.

● **To delete a character:**

(1) Press the ◀ button.

● **To delete an entire entry:**

(1) Press and hold the ◀ button.

■ Entering the Date and Time

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Device settings screen.

See "Display the Device settings screen." on page 45.

3 Display the User settings screen.

See "Display the User settings screen." on page 45.

4 Display the Date/time setting screen.

Press the ▲ or ▼ button to select **Date/time setting**, then press the **OK** button.
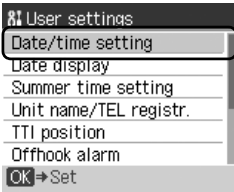
5 Press the Numeric buttons to enter the date and time (in 24-hour format), then press the **OK** button.

Enter only the last two digits of the year.

> 📖 **Note**
> If you misentered the date and time, press the ◀ or ▶ button to move the cursor under the number to enter the correct number.

6 Press the **OK** button to finalize your setting.

The display returns to the User settings screen.

■ Setting Daylight Saving Time (Summer Time)

Some countries adopt the daylight saving time (summer time) system that shifts the clock time forward or back at certain periods of the year.

You can set your machine to automatically change the time by registering the day and time that daylight saving (summer time) begins and ends.

📖 Note

This setting may not be available depending on the country or region of purchase.

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Device settings screen.

See "Display the Device settings screen." on page 45.

3 Display the User settings screen.

See "Display the User settings screen." on page 45.

4 Display the Summer time setting screen.

(1) Press the ▲ or ▼ button to select **Summer time setting**, then press the **OK** button.
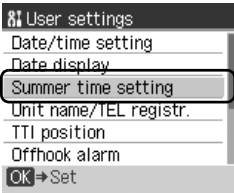
5 Press the ▲ or ▼ button to select **ON** to enable summer time, then press the **OK** button.

To disable summer time, select **OFF**.

6 Set the date and time that summer time starts.

(1) Press the ▲ or ▼ button to select **Start date/time**, then press the **OK** button.

(2) Press the ▲ or ▼ button to select the month when summer time starts, then press the **OK** button.

```
§ Start date/time
Set month
       March
       April
       May
OK → To week setting
```

(3) Press the ▲ or ▼ button to select the week when summer time starts, then press the **OK** button.

```
§ Start date/time
Set week
       Third week
       Fourth week
       Last week
OK → To day setting
```

(4) Press the ▲ or ▼ button to select the day of the week when summer time starts, then press the **OK** button.

```
§ Start date/time
Set day of week
       Sunday
       Monday
       Tuesday
OK → To shift time set
```

(5) Press the Numeric buttons to enter the time (in 24-hour format) when summer time starts, then press the **OK** button.
Precede single digits with a zero.

```
§ Start date/time
Set shift time

     01:00

OK → Set
```

The summer time start date/time is set.

7 Set the date and time that summer time ends.

(1) Press the ▲ or ▼ button to select **End date/time**, then press the **OK** button.
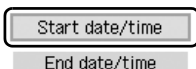
```
§ Summer time setting


     Start date/time
     End date/time

OK → To month setting
```

(2) Press the ▲ or ▼ button to select the month when summer time ends, then press the **OK** button.

⁐ End date/time

Set month

| October |
| November |
| December |

OK → To week setting

(3) Press the ▲ or ▼ button to select the week when summer time ends, then press the **OK** button.

⁐ End date/time

Set week

| Third week |
| Fourth week |
| Last week |

OK → To day setting

(4) Press the ▲ or ▼ button to select the day of the week when summer time ends, then press the **OK** button.

⁐ End date/time

Set day of week

| Sunday |
| Monday |
| Tuesday |

OK → To shift time set

(5) Press the Numeric buttons to enter the time (in 24-hour format) when summer time ends, then press the **OK** button.
Precede single digits with a zero.

⁐ End date/time

Set shift time

$$02:00$$

OK → Set
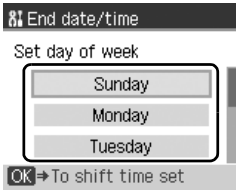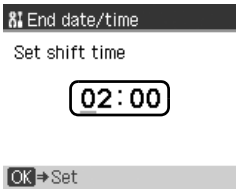
The summer time end date/time is set.

8 Press the **FAX** button.

■ **Registering Your Fax/Telephone Number and Name (Sender Information)**

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Device settings screen.

See "Display the Device settings screen." on page 45.

3 Display the User settings screen.

See "Display the User settings screen." on page 45.

4 Display the Unit name/TEL registration screen.

(1) Press the ▲ or ▼ button to select **Unit name/TEL registr.**, then press the **OK** button.
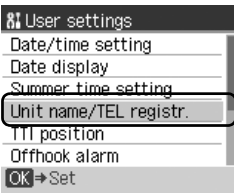
5 Press the Numeric buttons to enter your name (max. 24 characters, including spaces), then press the ▼ button.
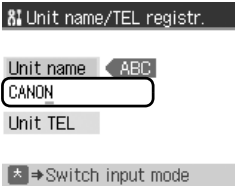
📖 **Note**

For details on how to enter or delete characters, see "Guidelines for Entering Numbers, Letters, and Symbols" on page 48.

6 Press the Numeric buttons to enter your fax/telephone number (max. 20 digits, including spaces).

To enter a plus sign (+) before the number, press the **#** button.

7 Press the **OK** button to finalize your setting.

The display returns to the User settings screen.

Registering Coded Speed Dials

Coded speed dialing allows you to dial fax/telephone numbers by simply pressing a few buttons. To dial the number, press the **Coded Dial** button, enter the two-digit code assigned to that number.

Before you can use coded speed dialing, you need to register the recipient's fax/telephone numbers for coded speed dialing.

📖 Note

For a list of the recipients you have registered, print the coded speed dialing list. See "Printing a List of the Registered Destinations" on page 58.

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Press the ◀ or ▶ button to select **Speed dial registration**, then press the **OK** button.

The Coded speed dial screen is displayed.

3 Register the recipient's name and number to a coded speed dialing code.

(1) Press the Numeric buttons (A) or the ▲, ▼, ◀, or ▶ button (B) to select an unoccupied speed dialing code (00 to 39), then press the **OK** button.
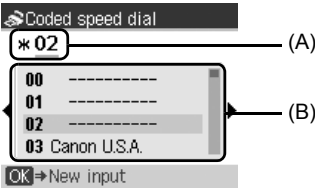
(2) Press the Numeric buttons to enter a name for the speed dialing code (max. 16 characters, including spaces), then press the **OK** button.
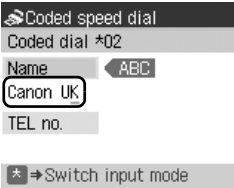
(3) Press the Numeric buttons to enter the fax/telephone number (max. 60 digits (40 digits for Korea), including spaces) you want to register.
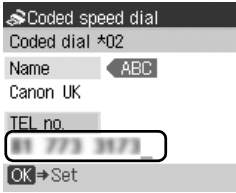
🗐 Note

- For details on how to enter or delete numbers, see "Guidelines for Entering Numbers, Letters, and Symbols" on page 48.
- Press the **Redial/Pause** button to enter a pause.
- Press the ✳ button to enter a tone.

4 Press the **OK** button to finalize registration.

🗐 Note

To continue registering coded speed dialing codes, repeat steps 3 and 4.

■ Changing or Deleting Registered Information

● Changing a Registered Name or Number

1 Follow steps 1 and 2 under "Registering Coded Speed Dials" on page 55.

2 Press the Numeric buttons (A) or the ▲, ▼, ◀, or ▶ button (B) to select the coded speed dialing code to edit, then press the **OK** button.
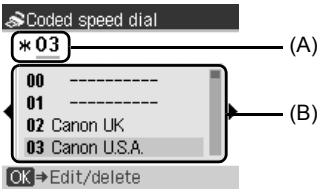
3 Press the ▲ or ▼ button to select **Edit**, then press the **OK** button.

4 Press the Numeric buttons to enter the new name (max. 16 characters, including spaces), then press the **OK** button.
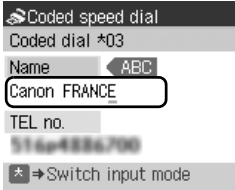
5 Press the Numeric buttons to enter the new fax/telephone number (max. 60 digits (40 digits for Korea), including spaces), then press the **OK** button.

● **Deleting an Entire Entry**

1 Follow steps 1 and 2 under "Registering Coded Speed Dials" on page 55.

2 Press the Numeric buttons (A) or the ▲, ▼, ◀, or ▶ button (B) to select the coded speed dialing code to delete, then press the **OK** button.
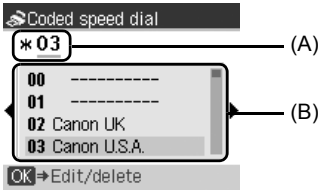
3 Press the ▲ or ▼ button to select **Delete**, then press the **OK** button.

4 Press the ▲ or ▼ button to select **Yes**, then press the **OK** button.
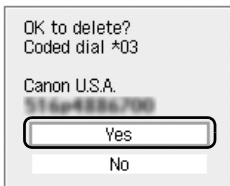
■ **Printing a List of the Registered Destinations**

You can print a list of the recipients registered for speed dialing. You may want to keep the list near your machine to refer to it when dialing.

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Print reports/lists screen.

(1) Press the ◀ or ▶ button to select **Print reports/lists**, then press the **OK** button.
The Print reports/lists screen is displayed.

3 Print the speed dialing list.

(1) Press the ▲ or ▼ button to select **Telephone number list**, then press the **OK** button.
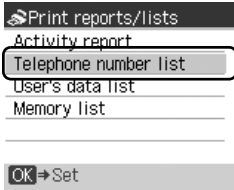
(2) Press the ▲ or ▼ button to select whether to print the list in numerical order of the speed dial code, or in alphabetical order of the registered names, then press the **OK** button.
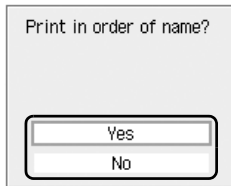
Yes: Prints the list sorted by the recipient's name.

No: Prints the list sorted by the speed dial code.

Sending Faxes

■ **Flow of Sending Faxes**

The operation flow of sending faxes is as follows.

Step 1

Load the original to send on the Platen Glass or the ADF.

See "Loading Original Documents" on page 6.

Step 2

Adjust the image quality and scan contrast.

See "Adjusting the Image Quality (Fax Resolution) or the Scan Contrast" on page 60.

Step 3

Dial the recipient's number.

Step 4

Send faxes.

● Using the Platen Glass

(1) Press the **Color** or the **Black** button.
If you have two or more pages of the original, load the next page on the Platen Glass and press the **Color** or the **Black** button.

(2) After scanning all pages of the original, press the **OK** button to send the fax.

● Using the ADF

(1) Press the **Color** or the **Black** button.
The fax is sent automatically.

■ Before Sending Faxes

● Adjusting the Image Quality (Fax Resolution) or the Scan Contrast

● Adjusting the Image Quality (Fax Resolution)

You can adjust the image quality (fax resolution) of the original you send. The higher you set the image quality setting, the better the output quality will be at the other end, but the longer it will take for the transmission. Adjust the image quality according to the type of original you are sending.

(1) Press the **FAX** button, then press the **FAX Quality** button.

(2) Press the ▲ or ▼ button to select **FAX resolution**.
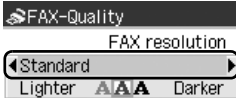
(3) Press the ◀ or ▶ button to select the image quality.

Standard:	Suitable for text-only documents.
Fine:	Suitable for fine-print documents.
Photo:	Suitable for photographs.

(4) Press the **OK** button.

● Adjusting the Scan Contrast

Contrast is the degree of difference between light and dark. Increasing the scan contrast setting further blackens dark areas and whitens bright areas, whereas decreasing the contrast setting reduces the difference between bright and dark areas. You can adjust the contrast among three contrast levels.

(1) Press the **FAX** button, then press the **FAX Quality** button.

(2) Press the ▲ or ▼ button to select **Scan contrast**.
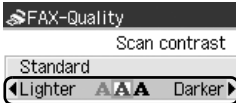
(3) Press the ◀ or ▶ button to select the scan contrast.
Pressing the ◀ button decreases the contrast, and pressing the ▶ button increases the contrast.

(4) Press the **OK** button.

■ Sending Faxes

This section describes methods of sending faxes and dialing functions of the machine.

● Memory sending
● Manual sending
● Dialing the coded speed dial
● Redialing

● Sending Faxes (Memory Sending)

1 Prepare for faxing.

(1) Turn on the machine.

(2) Load the original on the Platen Glass or the ADF.

> **Important**
>
> When sending a double-sided document, set the document on the Platen Glass. You cannot scan double-sided documents from the ADF.
>
> **Note**
>
> For details on the types and conditions of originals which you can fax, see "Loading Original Documents" on page 6.

(3) Press the **FAX** button.

(4) Adjust fax settings as necessary.
See "Adjusting the Image Quality (Fax Resolution) or the Scan Contrast" on page 60.

2 Dial the recipient's number pressing the Numeric buttons.

You can also speed-dial a recipient you have registered. See "Dialing the Coded Speed Dial" on page 63.

3 Press the **Color** button for color sending, or the **Black** button for black & white sending.

● When the document was loaded on the Platen Glass:

(1) When the following message is displayed, load the next page on the Platen Glass.
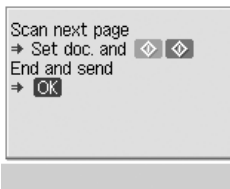
If you have only one page of original to scan, press the **OK** button to start scanning.

(2) Press the same button as you pressed in step 3.

(3) Repeat steps (1) and (2) to scan in all pages of the document.

(4) Press the **OK** button to start sending.

● **When the document was loaded in the ADF:**

The machine starts the transmission automatically after all pages of the original are scanned.

🚫 Important

Color sending requires that the recipient's fax machine supports color faxing.

📖 Note

● To cancel sending a fax, press the **Stop/Reset** button. To cancel sending a fax while it is being sent, press the **Stop/Reset** button, then follow the instructions on the LCD.
● If documents remain in the ADF after pressing the **Stop/Reset** button during scanning, "**Document in ADF. Press [OK] to discharge document.**" appears on the LCD. Press the **OK** button so that the remaining document is automatically fed out.
● In case the machine was not able to send a fax, such as when the recipient's line was busy, your machine is equipped with the function to automatically redial the number after a specified interval. Automatic redialing is enabled by default. See "Automatic Redialing" on page 64. To cancel automatic redialing, wait until the machine starts redialing, press the **Stop/Reset** button, then follow the instructions on the LCD.

● Sending Faxes after Confirming Connection (Manual Sending)

Use manual sending if you want to talk to the recipient before sending a document, or if the recipient does not have a fax machine that can receive automatically.

🚫 Important

● With manual sending, you cannot use the Platen Glass to load documents.
● You need to connect a telephone to your machine.

---

1 Connect a telephone to your machine.

2 Prepare for faxing.

(1) Turn on the machine.

(2) Load the original on the ADF.

📖 Note

For details on the types and conditions of originals which you can fax, see "Loading Original Documents" on page 6.

---

(3) Press the **FAX** button.

(4) Adjust fax settings as necessary.
See "Adjusting the Image Quality (Fax Resolution) or the Scan Contrast" on page 60.

3 Start faxing.

(1) Lift the handset of the telephone connected to your machine.

(2) Dial the recipient's number on the telephone.

(3) Talk to the recipient on the phone.

📖 Note

If you hear a high-pitched signal instead of the recipient's voice, go to step (5).

---

(4) Ask the recipient to operate the recipient's fax machine to receive faxes.

(5) When you hear a high-pitched signal, press the **Color** button for color sending, or the **Black** button for black & white sending. Then hang up the handset.

● **Dialing the Coded Speed Dial**

1 Prepare for Faxing.

See "Prepare for faxing." on page 61.

2 Press the **Coded Dial** button.

3 Press the Numeric buttons (A) or the ▲, ▼, ◀, or ▶ button (B) to enter the two-digit code (00 to 39) assigned to the number you want to dial, then press the **OK** button.
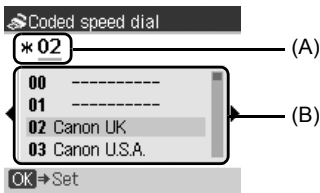
4 Press the **Color** button for color sending, or the **Black** button for black & white sending.

● Redialing

There are two methods of redialing: Manual redialing and Automatic redialing. Automatic redialing is enabled by default.

● Automatic Redialing

When using memory sending to send a document and the recipient's line is busy, the machine will redial the number after a specified interval.

You can customize the following automatic redialing settings:

• Whether or not your machine redials automatically
• The number of times the machine redials (1 to 10 times)
• The time interval between redials (1 to 99 minutes)

To change the automatic redialing settings, change the **Auto redial** settings in **TX settings** under the FAX settings screen.

> 📖 **Note**
> ● The range of values you can set for the automatic redialing settings varies depending on the country or region of purchase.
> ● To cancel automatic redialing while redialing is in progress, press the **Stop/Reset** button and follow the instructions on the LCD.
> ● To cancel automatic redialing when redialing is standing by, delete the unsent document from the machine's memory. For details, see "Deleting a Document in Memory" on page 75.

● Manual Redialing

To redial the fax number last dialed with the Numeric buttons, press the **Redial/Pause** button.

> 📖 **Note**
> ● For details on sending faxes, see "Sending Faxes (Memory Sending)" on page 61.
> ● To cancel manual redialing, press the **Stop/Reset** button.

Using Other Useful Sending Functions

■ Sending from Your Computer (Windows Only)

If your machine is connected to a computer, you can send faxes using the fax driver from any application software that has a printing function. For details, refer to the *FAX Driver Guide* on-screen manual.

■ Sending/Receiving Using ECM

This machine is set to send/receive faxes in ECM (Error Correction Mode). ECM automatically corrects errors caused by connection troubles, cross-checking the sending and receiving conditions at the sending and receiving ends.

> 📖 **Note**
> ● If the sender's or receiver's fax is not ECM-compatible, the fax will be sent/received in the standard mode.
> ● You can disable ECM sending/receiving. Refer to "ECM TX" and "ECM RX" in "Device Settings" of the *User's Guide* on-screen manual.
> ● Transmission may take longer when ECM is enabled.

Receiving Faxes

■ Flow of Receiving Faxes

The operation flow of receiving faxes is as follows:

Step 1

Select a receive mode.

See "Selecting a Receive Mode" on page 65.

Step 2

Load A4, Letter, or Legal-sized paper.

See "Loading Paper" on page 14.

Step 3

Confirm the paper settings and adjust them as needed.

See "Changing the Print Settings" on page 70.

> **Important**
> ● The machine cannot receive faxes when the power is turned off. Press the **ON/OFF** button to turn the power on.
> ● To cancel receiving, press the **Stop/Reset** button and follow any instructions on the LCD.

■ Selecting a Receive Mode

Select a receive mode according to your needs.

● When you have a dedicated telephone line for fax use only:
Select **FAX only mode**.

● When you are using a single telephone line for faxes and voice calls:
If you receive mainly voice calls and sometimes faxes, select **TEL priority mode**.
If you receive mainly faxes and sometimes voice calls, select **FAX priority mode**.

● When you subscribe to a ring pattern detection service provided by your telephone company. (Not available depending on the country or region of purchase.): Select **DRPD** or **Network switch**.

> **Note**
> If you do not have a dedicated phone line for fax use only, you need to connect a telephone or an answering machine to the External Device Jack of this machine.

● **If You Want to Receive Only Faxes Automatically with Your Machine, or Have a Dedicated Telephone Line for Fax Use Only:**

Select **FAX only mode**.

(A)   (B)
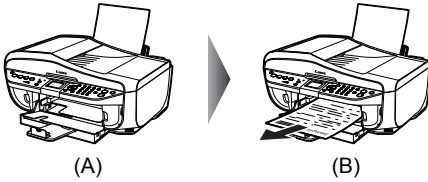
(A) Incoming call

(B) Receives faxes automatically.

📖 **Note**

You will not be able to answer the call.

● **If You Are Using a Single Telephone Line for Faxes and Voice Calls and Use Voice Calls More Frequently:**

Select **TEL priority mode**.
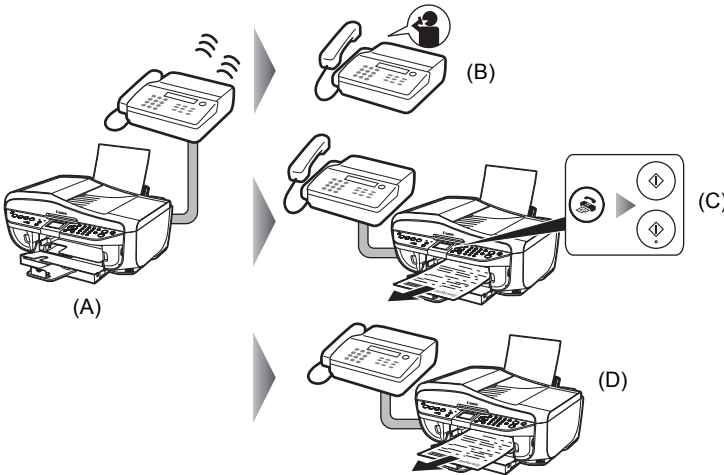
(A) Incoming call

(B) Voice call: The telephone will ring. Pick up the handset to answer the call.

(C) Fax: The telephone will ring. If you pick up the handset when receiving a fax, press the **FAX** button, then press the **Color** or the **Black** button.

📖 **Note**

If the machine is located away from the telephone, pick up the handset and dial 25 (the remote receiving ID) to receive faxes (remote reception). See "Remote Receiving" on page 72.

(D) When the answering machine responds:

If it is a voice call, the answering machine responds to the call.

If it is a fax call, the machine receives the fax automatically.

- Set your answering machine to answering mode and adjust it as follows:
  - The entire message should be no longer than 15 seconds.
  - In the message, tell your callers how to send a fax.
- The machine can be set to receive faxes automatically after the telephone rings for a specified length of time. Set **Manual/auto switch** in **RX settings** under **FAX settings** to **ON**, and then specify the automatic reception start time. Refer to "Manual/auto switch" in "Device Settings" of the *User's Guide* on-screen manual.
- If you have subscribed to Duplex Ringing service in Hong Kong, the machine will receive faxes automatically even if you set the receiving mode of the machine to **TEL priority mode**.

● **If You Are Using a Single Telephone Line for Faxes and Voice Calls and Want to Receive Faxes Automatically:**

Select **FAX priority mode**.
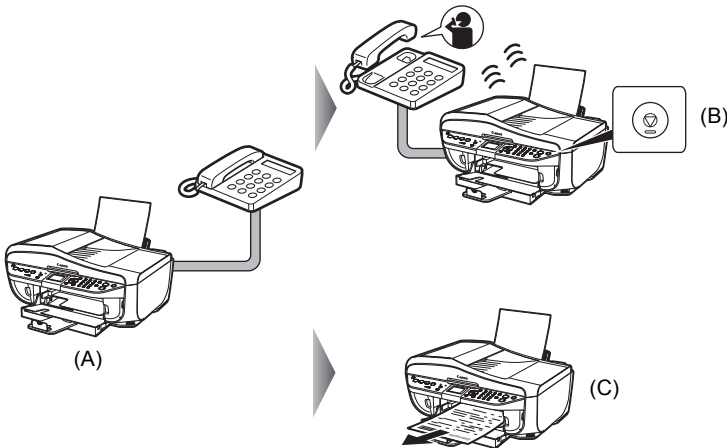
(A) Incoming call

(B) Voice call: The machine will ring. Pick up the handset, then press the **Stop/Reset** button to answer the call.

🚫 **Important**

When answering a voice call, be sure to pick up the handset before pressing the **Stop/Reset** button. If you press the **Stop/Reset** button before picking up the handset, the telephone call will be disconnected.

(C) Fax: The machine receives faxes automatically.

📖 **Note**

The following settings can be modified to control how your machine handles incoming calls. Specify the **FAX priority mode** settings in **RX settings** under **FAX settings**. Refer to "FAX priority mode" in "Device Settings" of the *User's Guide* on-screen manual.

- The time the machine takes to determine whether a call is a fax or a voice call
- The time the machine rings when the call was a voice call
- Whether or not the machine receives the fax after the specified ring time has elapsed

● **If You Subscribe to a Distinctive Ring Pattern Detection (DRPD) Service with Your Telephone Company (US and Canada only):**

Select **DRPD**.
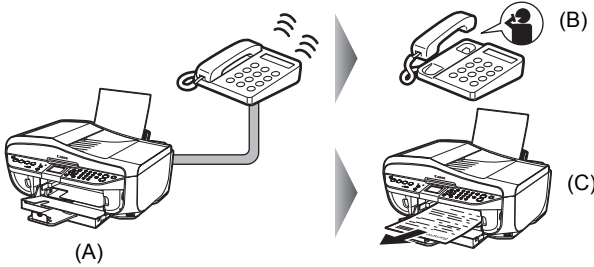
(A)

(B)

(C)

(A) Incoming call

(B) Voice call: The telephone will ring. Pick up the handset to answer the call.

(C) Fax: The fax is received automatically when the machine detects the registered fax ring pattern.

📖 Note

If you selected **DRPD**, you need to select the appropriate ring pattern on the machine. For details, see "Setting the DRPD Ring Pattern" on page 69.

● **If You Want the Machine to Automatically Switch between Fax and Voice Calls by the Call Ring Patterns (Network Switch):**

Select **Network switch**[*].

[*] This setting may not be available depending on the country or region of purchase.
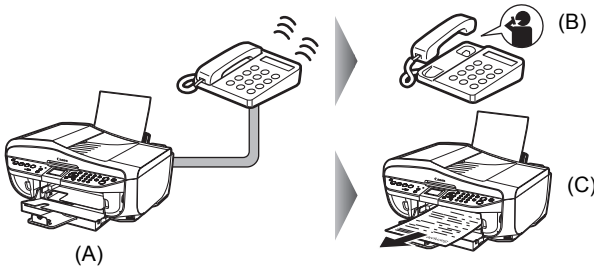
(A)

(B)

(C)

(A) Incoming call

(B) Voice call: The telephone will ring. Pick up the handset to answer the call.

(C) Fax: The fax is received automatically when the machine detects the registered fax ring pattern.

📖 Note

● The name of this service varies depending upon a country.
● To use this feature, you need to subscribe to a compatible service provided by your telephone company. Contact your telephone company for details.

■ Setting the Receive Mode

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Receive mode settings screen.

(1) Press the ◀ or ▶ button to select **Receive mode settings**, then press the **OK** button.

Receive mode settings
Set receive mode according to use.
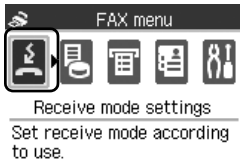
3 Select a receive mode.

(1) Press the ▲ or ▼ button to select a receive mode, then press the **OK** button.
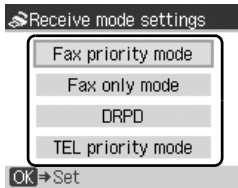
Press the **Back** button to exit the FAX menu.

The receive mode (A) will be displayed on the LCD.
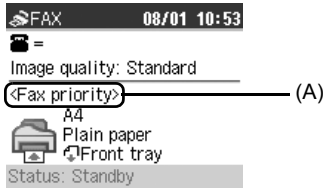
■ Setting the DRPD Ring Pattern

If you subscribe to a Distinctive Ring Pattern Detection service with your telephone company, your telephone company will assign two or more telephone numbers with distinctive ring patterns to your single telephone line, allowing you to have different numbers for fax calls and voice calls using only one telephone line. Your machine will automatically monitor incoming calls based on the ring pattern, and will automatically receive the fax if the call is a fax call.

To use DRPD, follow the procedure below to set the fax ring pattern that matches the pattern assigned by your telephone company.

> **📖 Note**
> Contact your local telephone company for detailed information on this service.

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Device settings screen.

See "Display the Device settings screen." on page 45.

3 Display the RX settings screen.

(1) Press the ▲ or ▼ button to select **FAX settings**, then press the **OK** button.
The FAX settings screen is displayed.

(2) Press the ▲ or ▼ button to select **RX settings**, then press the **OK** button.
The RX settings screen is displayed.

4 Press the ▲ or ▼ button to select **DRPD:Set FAX ring pat.**, then press the **OK** button.

5 Press the ▲ or ▼ button to select the ring pattern that your telephone company assigned to your fax number, then press the **OK** button.

Select from **Normal ring**, **Double ring**, **Short-short-long**, **Short-long-short**, or **Other ring type**.

■ Changing the Print Settings

The machine prints received faxes to paper from the specified paper source. You can change the paper settings for printing faxes using the Operation Panel. You can use A4, Letter, or Legal-sized plain paper to print the fax.

> **Important**
> ● Load Legal-sized paper in the Rear Tray. Only A4- or Letter-sized paper can be fed from the Front Tray.
> ● If paper of size other than A4, Letter, or Legal is loaded, the received faxes will not be printed and "**Received in memory.**" is displayed. Replace the paper loaded with A4, Letter, or Legal sized paper, then press the **OK** button.

> **Note**
> If the sender sends a document that is larger than Letter-size, such as 11" x17" or Legal-size, the sender's machine may send the fax automatically shrunk or divided, or send only a part of the original.

1 Press the **FAX** button.

2 Press the **Settings** button.

The FAX settings screen is displayed.
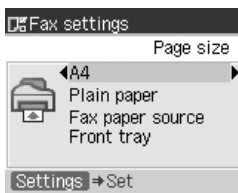
3 Press the ▲ or ▼ button to select the setting item.

4 Press the ◀ or ▶ button to select the setting item.
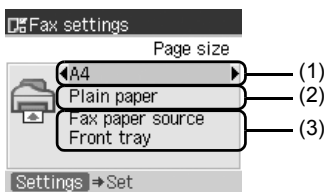
(1) Select the page size from **A4**, **8.5"x11"(215x279)**, or **8.5"x14"(215x355)**.

> 📖 **Note**
>
> **8.5"x14"(215x355)** can only be selected when the Rear Tray is selected as the paper source.

(2) The paper type is set to **Plain paper**.

(3) Select the fax paper source from **Front tray**, **Rear tray**, or **Auto feed switch**.

> 📖 **Note**
>
> ● When **Auto feed switch** is selected, paper feeds from the paper source specified by the **Feed Switch** button. If there is no paper in the specified paper source, the machine automatically switches to the other paper source.
> ● When **8.5"x14"(215x355)** is selected as the page size, you cannot select a paper source other than Rear Tray.

5 Press the **Settings** button.

The LCD returns to the FAX standby screen.

■ Setting the Number of Rings for Fax Calls

When **FAX only mode**, **FAX priority mode**, or **DRPD** is selected as the receive mode, you can specify the number of rings for fax calls in **Incoming ring** in **RX settings** under **FAX settings**.

Using Other Useful Receiving Functions

■ Memory Receiving

If the machine receives a fax under one of the following conditions, the machine will not be able to print the received fax and will store it in its memory. "**Received in memory.**" is displayed in fax mode. When the problem is resolved as described, the fax stored in memory is printed automatically.

● Ink is low or has run out while receiving a fax: replace the ink tank.

● Paper has run out while receiving a fax: load the paper and press the **OK** button.

● Paper Output Tray is closed: open it.

● **OFF** is selected for **Auto print received**: select **ON**.

● You pressed the **Stop/Reset** button to cancel printing of a fax: press the **FAX** button.

> **Important**
> ● The machine can store up to approximately 100 pages* of faxes in memory.
> ● If the memory becomes full, the machine cannot receive any more faxes. Print or delete the originals stored in memory, and have the sender resend the faxes.
>   * When using ITU-T No.1 chart (Standard mode)

■ Remote Receiving

If the machine is located away from the telephone, pick up the handset and dial 25 (the remote receiving ID) to receive faxes (remote reception).

● If you use a rotary pulse line, temporarily switch your telephone to tone dialing. For details on how to switch to tone dialing, see the instruction manual supplied with your telephone.

● If you have an answering machine connected to the machine that can carry out remote control operations, the security code for this function may be the same as the remote receiving ID. In this case, change the remote reception ID in **Remote RX ID** in **Remote RX** in **RX settings** under **FAX settings**. Refer to "Remote RX" in "Device Settings" of the *User's Guide* on-screen manual.

Remote reception can be disabled. Refer to "Remote RX" in "Device Settings" of the *User's Guide* on-screen manual.

Document Stored in Memory

◢ Important

If you disconnect the power cord, all the documents stored in memory are deleted. Send or print necessary documents before disconnecting the power cord.

📖 Note

When confirming, printing, or deleting a document stored in memory, you specify it by its transaction number. If you do not know the transaction number for your target document, print the list of documents first.

■ Printing a Document in Memory

If the machine was not able to send a fax, or if the machine was not able to print a received fax, the machine stores the unsent or unprinted fax in its memory. You can print a list of stored documents (the memory list) or print a specified document. The memory list shows the transaction number of the unsent or unprinted fax (TX/RX NO.), transaction mode, recipient's number, and the date and time of the transaction. When printing or deleting documents in memory, specify a document by its transaction number.

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Memory reference screen.

(1) Press the ◀ or ▶ button to select **Memory reference**, then press the **OK** button.
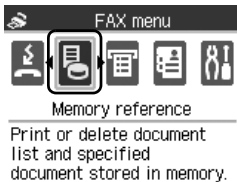
3 Print a specific document or print the memory list.
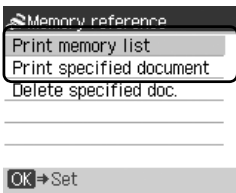
● **To print a document:**

(1) Press the ▲ or ▼ button to select **Print specified document**, then press the **OK** button.
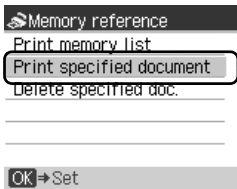
(2) Press the ▲ or ▼ button to select the transaction number (TX/RX NO.) of the document you want to print, then press the **OK** button.
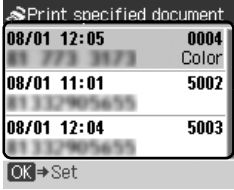
(3) Press the ▲ or ▼ button to select **Yes** to print the first page only, or **No** to print all pages of the document, then press the **OK** button.
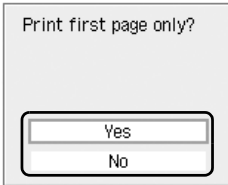
If you have canceled receiving a fax in progress by pressing the **Stop/Reset** button, the fax may be printed after the memory list.

(4) To print other documents, return to step (2). To exit, press the **Back** button or the **Stop/Reset** button.

● **To print the memory list:**

(1) Press the ▲ or ▼ button to select **Print memory list**, then press the **OK** button.

(2) Press the ▲ or ▼ button to select **Yes**, then press the **OK** button.
The list of documents stored in memory is printed.
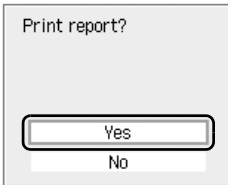
📖 Note
● If there are no documents stored in memory, "**There is no document in memory.**" is displayed, and the machine returns to the previous screen.
● In step 2, you can also select **Print reports/lists** (see "Summary of Reports and Lists" on page 77) and then **Memory list** to print the memory list.
● If you have canceled receiving a fax in progress by pressing the **Stop/Reset** button, the fax may be printed after the memory list.

■ Deleting a Document in Memory

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Memory reference screen.

See "Display the Memory reference screen." on page 73.

3 Press the ▲ or ▼ button to select **Delete specified doc.**, then press the **OK** button.
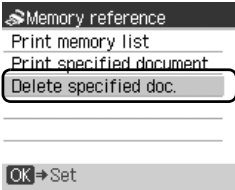
4 Press the ▲ or ▼ button to select the transaction number (TX/RX NO.) of the document you want to delete, then press the **OK** button.
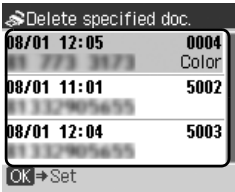
5 Press the ▲ or ▼ button to select **Yes** to delete the document, then press the **OK** button.
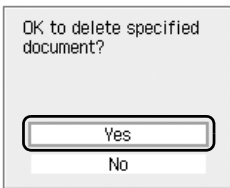
6 To delete other documents, return to step 4. To exit, press the **Back** button or the **Stop/Reset** button.

■ Checking a Document's Details in Memory

In the following cases, the machine is not able to print the received fax and will automatically store the fax in its memory:

- Ink is low or has run out while receiving a fax.
- Paper has run out while receiving a fax.
- Paper Output Tray is closed.
- **OFF** is selected for **Auto print received**
- You pressed the **Stop/Reset** button to cancel printing of a fax.
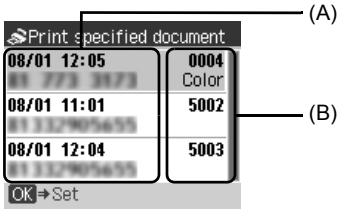
(A) Date and time of transaction

(B) Transaction number (TX/RX NO.)

- A transaction number from 0001 to 4999 indicates a document being sent.
- A transaction number from 5001 to 9999 indicates a document being received.

Summary of Reports and Lists

The table below shows the reports and lists that can be printed from your machine. Refer to the pages indicated for more details.

Report Or List	Description
Activity report	Shows recent fax transactions performed by your machine. See "Activity Report" on page 77.
Coded speed dial list	Lists the numbers and names registered for coded dial speed dialing. See "Printing a List of the Registered Destinations" on page 58.
User's data list	Lists the current settings of your machine and the registered sender information. See "User's Data List" on page 78.
Memory list	Lists the documents currently stored in the machine's memory. See "Document Stored in Memory" on page 73.
TX (Transmission) report	Confirms whether a transmission was completed successfully. If enabled, prints after each fax transmission. See "TX Report" on page 79.
RX (Reception) report	Confirms whether a reception was completed successfully. If enabled, prints after each fax reception. See "RX Report" on page 79.

■ Activity Report

Prints the history of sent and received faxes. The machine is factory-set to print an Activity report after every 20 transactions. You can also disable automatic printing of this report, or print it manually.

📖 Note

To change the setting, in the FAX settings screen, select **User settings** and then **Activity report**. For details on the Activity report setting, refer to "Activity report" in "Device Settings" of the *User's Guide* on-screen manual.

● Printing the Activity Report Manually

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Print reports/lists screen.

See "Display the Print reports/lists screen." on page 58.

3 Print the Activity report.

(1) Press the ▲ or ▼ button to select **Activity report**, then press the **OK** button.

```
Print reports/lists
Activity report
Telephone number list
User's data list
Memory list


OK → Set
```
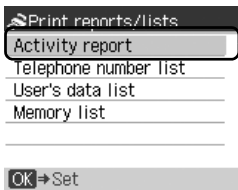
(2) Press the ▲ or ▼ button to select **Yes**, then press the **OK** button.
The Activity report is printed.

```
Print report?




        Yes
        No
```
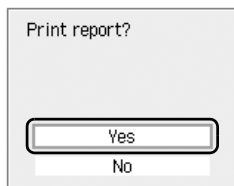
■ User's Data List

The User's data list enables you to confirm the current settings of your machine as well as the registered sender information. See "Registering Sender Information" on page 47.

● Printing the User's Data List

1 Display the FAX menu.

See "Display the FAX menu." on page 45.

2 Display the Print reports/lists screen.

See "Display the Print reports/lists screen." on page 58.

3 Print the User's data list.

(1) Press the ▲ or ▼ button to select **User's data list**, then press the **OK** button.

```
Print reports/lists
Activity report
Telephone number list
User's data list
Memory list


OK → Set
```
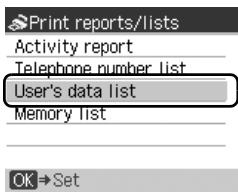
(2) Press the ▲ or ▼ button to select **Yes**, then press the **OK** button.
The User's data list is printed.

```
Print report?




        Yes
        No
```
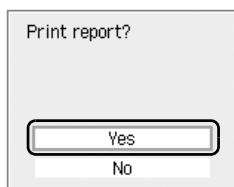
■ **Other Lists**

● **TX Report**

Your machine can print a TX (transmission) report after sending a document, confirming whether the transmission was completed successfully. At purchase, TX Reports are set to print only when there was a transmission error. You can set the machine to print every time it sends a document, or disable printing of the report.

📖 **Note**

For details on the TX report setting, refer to "TX report" in "Device Settings" of the *User's Guide* on-screen manual.

● **RX Report**

Your machine can print an RX (reception) report after receiving a document, confirming whether the reception was completed successfully. At purchase, RX Reports are set not to print at all. You can set the machine to print the report every time it receives a document, or only when an error occurs.

📖 **Note**

For details on the RX report setting, refer to "RX report" in "Device Settings" of the *User's Guide* on-screen manual.

Routine Maintenance

Replacing an Ink Tank

This section explains the way to confirm the ink status and the procedure to replace ink tanks.

When ink runs out or other errors occur, an error message is displayed on the LCD to inform you of the error. See "An Error Message Is Displayed on the LCD" on page 101 and confirm how to handle it.

When printing from your computer, error messages appear on your computer screen as well.

📖 Note
● Be sure to install the ink tanks in the correct order indicated by the label on the Print Head Holder. The machine cannot print if an ink tank is installed in the incorrect position.
● For information on the compatible ink tanks, see the back cover of this guide.
● If printing becomes faint or white streaks appear despite sufficient ink levels, see "When Printing Becomes Faint or Colors Are Incorrect" on page 86.

■ Getting the Ink Status Information

You can confirm the status of ink tanks in the following ways:

● "With the LCD of this Machine" on page 80
● "With the Ink Lamps" on page 81

■ With the LCD of this Machine

You can check the current ink level by pressing one of the mode buttons (**COPY**, **FAX**, **SCAN**, or **MEMORY CARD**). The ink level will be displayed momentarily.
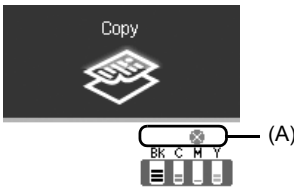
(A) Confirm whether any symbols are displayed here.

BK C M Y (symbol)	Ink is low. You can continue printing for a while, but we recommend you to have a new ink tank available.
BK C M Y (symbol)	Ink may have run out. See ""The ink may have run out. Replacing the ink tank is recommended."" on page 101 and take appropriate action.

📖 Note
The ink status information is also displayed in the screen that appears during printing.
An error message may be displayed on the LCD during printing.

	Ink has run out. See ""The ink has run out. Replace the ink tank."" on page 101 and take appropriate action.
U163 The ink has run out. Replace the ink tank. Bk (B) (B) Empty ink tank.	
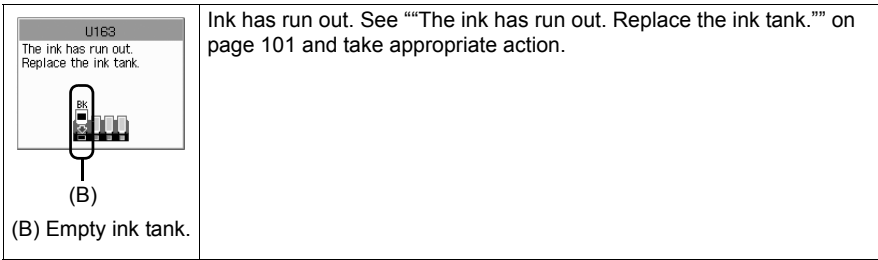
● With the Ink Lamps

You can confirm the status of each ink tank by the ink lamps. Open the Scanning Unit (Printer Cover) of the machine to confirm how the ink lamps light or flash.

● Ink lamp is on

The ink tank is correctly set and there is enough ink remaining to print.

● Ink lamp is flashing

Flashing slowly (at around 3-second intervals)

◖◗ ◖◗......Repeats

Ink is low. You can continue printing for a while, but we recommend you to have a new ink tank available.

Flashing quickly (at around 1-second intervals)

● ● ● ● ●......Repeats

The ink tank is inserted in the wrong position or it is empty. Ensure that the ink tank is in the correct position as directed by the label on the Print Head Holder. If the position is correct and its lamp flashes, it is empty. Replace it with a new one.

● Ink lamp is off

The tank is not set properly. Press the PUSH mark on the ink tank until the tank clicks into place. If it does not click into place, make sure that all packaging material is peeled off the ink tank. See "Prepare the replacement tank." on page 83. If the lamps are still off after reinserting the ink tanks, there has been an error and the machine cannot print.

■ Replacing Ink Tanks

When ink tanks run out of ink, replace them using the following steps.

⊘ Important

Handling Ink
● To maintain optimal printing quality, we recommend the use of specified Canon brand ink tanks. Refilling ink is not recommended.
● Once you remove an ink tank, replace it immediately. Do not leave the machine with ink tanks removed.
● Replace empty tanks with new ones. Inserting partially used ink tanks may cause the nozzles to clog. Furthermore, with such tanks, the machine will not be able to inform you when to replace the tanks properly.
● Once an ink tank has been installed, do not remove it from the machine and leave it out in the open. This will cause the ink tank to dry out, and the machine may not operate properly when it is reinstalled. To maintain optimal printing quality, use an ink tank within six months of first use.
● Color ink may be consumed even when printing a black-and-white document or when black-and-white printing is specified.
Color ink is also consumed in Print Head Cleaning and Print Head Deep Cleaning, which may be necessary to maintain the machine's performance. When an ink tank is out of ink, replace it immediately with a new one.

---

1 Open the Paper Output Tray.

2 Make sure that the machine is turned on, lift the Scanning Unit (Printer Cover) with both hands, and set the Scanning Unit Support to hold the cover.

The Print Head Holder moves to the center.
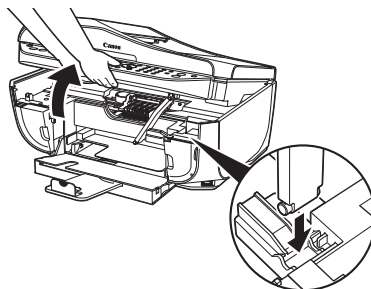
⚠ Caution
- If the Document Cover is opened, you cannot open the Scanning Unit (Printer Cover). Be sure to open the Scanning Unit (Printer Cover) with the Document Cover closed.
- Do not hold the LCD.
- Do not hold the Print Head Holder to stop or move it.
- Do not touch the metallic parts inside the machine.

🚫 Important
If the Scanning Unit (Printer Cover) is left open for more than 10 minutes, the Print Head Holder moves to the right. Close and reopen the Scanning Unit (Printer Cover) to return the holder to the center.

---

3 Remove the ink tank whose lamp is flashing fast.

(1) Push the tab and remove the ink tank.
(A) Do NOT touch the Print Head Lock Lever; remove only the ink tank.

🚫 Important
- Handle ink tanks carefully to avoid staining clothing or the surrounding area.
- Discard empty ink tanks according to the local laws and regulations regarding disposal of consumables.

📖 Note
- Do not remove more than one ink tank at a time. Be sure to replace ink tanks one by one when replacing more than one ink tank.
- For details on ink lamp flashing speed, see "Getting the Ink Status Information" on page 80.

(A)
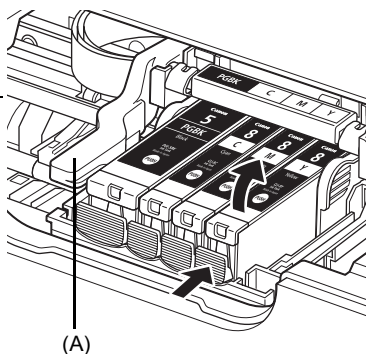
4 Prepare the replacement tank.

(1) Remove the new ink tank from its packaging.

(2) Pull the orange tape (B) in the direction of the arrow to peel off the protective film.

(3) Remove the film (C) completely.

> **Important**
>
> Make sure that the protective film does not remain on the air hole (D). If the air hole is blocked with the remaining film, ink may leak out or may not eject properly.
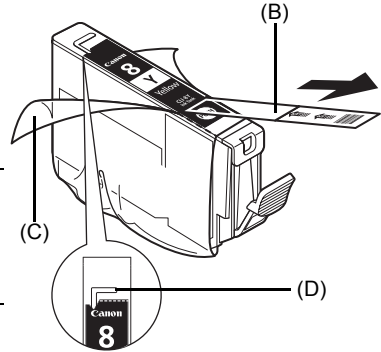
(4) Remove the orange protective cap from the bottom of the ink tank.
Discard the cap once it is removed.

Carefully hold the protective cap (E) when removing it to prevent the ink from staining your fingers.

> **Important**
> - Do not touch the electrical contacts (F) on the ink tank. Doing so can cause the machine to malfunction or become unable to print.
> - Be sure to remove the clear film from the ink tank in the exact order shown above, as failure to follow this step may cause the ink to leak and stain your clothes and hands.
> - Do not squeeze the side of ink tanks as this may cause the ink to leak out and stain your clothes and hands.
> - Do not reattach the protective cap once you have removed it. Discard it according to the local laws and regulations regarding disposal of consumables.
> - Do not touch the open ink port once the protective cap is removed, as this may prevent the ink from being ejected properly.
> - Be careful not to stain your clothes and hands with ink on the removed protective cap.
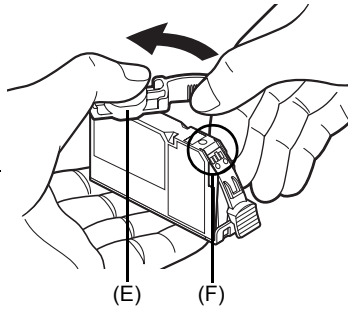
5 Install the ink tank.

(1) Insert the front end of the ink tank into the Print Head.
Make sure the position of the tank matches the label (G).
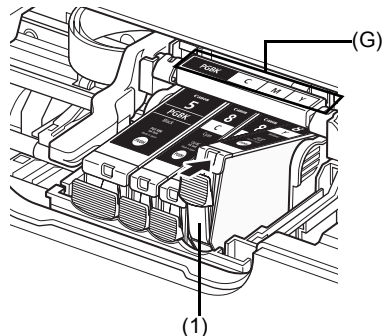
(2) Press on the PUSH mark on the ink tank until the ink tank snaps firmly into place.

(3) Make sure that the ink lamp lights up red.

> ⊘ **Important**
>
> The machine cannot be used unless all the ink tanks are installed.

(3)　　　　　(2)
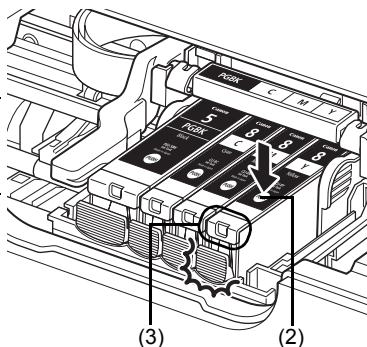
6 Lift the Scanning Unit (Printer Cover) slightly to set the Scanning Unit Support back to its original position, and then gently close the Scanning Unit (Printer Cover).

> ⚠ **Caution**
>
> ● Be sure to hold the Scanning Unit (Printer Cover) firmly using both hands, and be careful not to get your fingers caught.
> ● Do not hold the LCD.

> 📖 **Note**
>
> ● If the error message is still displayed after the Scanning Unit (Printer Cover) is closed, see "An Error Message Is Displayed on the LCD" on page 101.
> ● When you start printing after replacing the ink tank, Print Head Cleaning is performed automatically. Do not perform any other operations until Print Head Cleaning finishes.

Note

If you have pressed the **Stop/Reset** button for at least 5 seconds when "**The remaining level of the ink cannot be correctly detected.**" or "**The ink has run out. Replace the ink tank.**" appears on the LCD, note the following.

● When ink runs out, printouts will become faint or blank printouts will be printed.
● When receiving faxes, the machine will not store it in its memory even if the ink level becomes low or run out.

Keeping the Best Printing Results

To avoid drying of the Print Head and clogging of the nozzles, note the following.

📖 **Note**

- Ink may blur depending on the paper in the following cases:
  - Printed area is traced with a highlight pen or paint-stick, or
  - Printed area is stained with water or sweat.
- If the print head nozzles get clogged, printouts will become faint or particular colors will not be printed properly. For details, see "Replacing an Ink Tank" on page 80.

■ When You Turn Off the Machine

Follow the procedure below to turn off the machine.

(1) Press the **ON/OFF** button to turn off the machine.

(2) Confirm that the **Power** lamp has gone out.
This takes a few seconds or as long as around 30 seconds.

(3) Unplug the power cord from the wall outlet.
If you are using a power outlet strip, you can switch it off instead.

When you press the **ON/OFF** button to turn off the machine, the machine automatically puts a protective cap on the Print Head to prevent the ink from drying. If you remove the power cord or switch off the power outlet strip before the **Power** lamp goes out, this capping will not be done properly, causing the Print Head to dry and clog.

■ When You Are Not Using the Machine for a Long Time

When you are not using the machine for a long time, print or copy in both black & white and in color, or perform Print Head Cleaning, about once a month to prevent degradation of the Print Head.

Numerous nozzles are installed in the Print Head for high-precision printing. Just as the uncapped tip of a ballpoint pen or marker becomes dry and unusable if it is not used for a long period of time, the print head nozzles become blocked by dried ink. Periodically printing or cleaning the Print Head can prevent this blockage.

When Printing Becomes Faint or Colors Are Incorrect

When printing becomes faint or colors are incorrect even if ink remains in the ink tanks, the print head nozzles are probably clogged. Print the nozzle check pattern to confirm the condition of the nozzles and then perform Print Head Cleaning.

If the ruled lines are shifted after running print head maintenance, align the Print Head.

📖 Note

Before performing maintenance
- Open the Scanning Unit (Printer Cover) and make sure that all lamps for the ink tanks are lit red. If not, see "Getting the Ink Status Information" on page 80 and take the appropriate action.
- Increase the **Print Quality** setting in the printer driver settings. This may improve the print results. Refer to the *PC Printing Guide* on-screen manual. See "Print Results Not Satisfactory" on page 107.

Step 1
See "Printing the Nozzle Check Pattern" on page 87.

If lines are missing or if white streaks appear

After cleaning the Print Head, print and examine the nozzle check pattern.

Step 2
See "Print Head Cleaning" on page 89.

If the problem is not resolved after performing
Print Head Cleaning twice

Step 3
See "Print Head Deep Cleaning" on page 90.

📖 Note

If Print Head Deep Cleaning does not resolve the problem, the Print Head may be damaged. Contact your Canon service representative.

● If the Ruled Lines Are Shifted

See "Aligning the Print Head" on page 91.

📖 Note

You can also perform the maintenance operation from your computer. For details, refer to the *PC Printing Guide* on-screen manual.

Printing the Nozzle Check Pattern

Print the nozzle check pattern to determine whether the ink ejects properly from the print head nozzles.

1 Make sure that the machine is turned on, open the Paper Output Tray, and extend the Output Tray Extension.

2 Load a sheet of A4 or Letter-sized plain paper in the Rear Tray or the Front Tray.

3 Press the **Feed Switch** button to select the paper source where you have loaded paper.

4 Print the nozzle check pattern.

   (1) Press the **Menu** button.

   (2) Press the ◀ or ▶ button to select **Maintenance/settings**, then press the **OK** button.
The Maintenance/settings screen is displayed.

   (3) Press the ◀ or ▶ button to select **Maintenance**, then press the **OK** button.
The Maintenance screen is displayed.

   (4) Press the ▲ or ▼ button to select **Nozzle check** and then press the **OK** button.
The pattern print confirmation screen is displayed.

   (5) Press the ▲ or ▼ button to select **Yes** and then press the **OK** button.
The nozzle check pattern is printed, and the pattern confirmation screens are displayed alternately.

5 Examine the pattern and take the appropriate action.

See "Examining the Nozzle Check Pattern" on page 88.
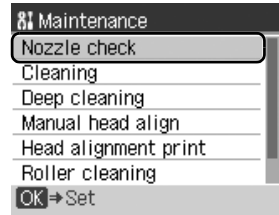
Examining the Nozzle Check Pattern

Examine the nozzle check pattern, and perform cleaning if necessary.

📖 Note

If the ink level is low, the nozzle check pattern is not printed correctly. Replace the relevant ink tank. See "Replacing an Ink Tank" on page 80.

1 Check the nozzle check pattern you printed.
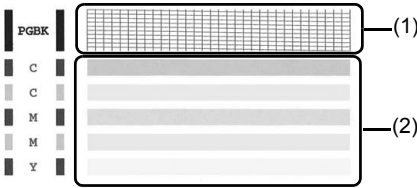
(1) Check if lines in this pattern are missing.

(A)   (B)
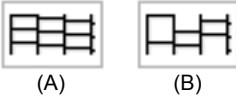
(A) Good

(B) Lines are missing

(2) Check if there are white streaks in this pattern.

(A)   (B)

(A) Good

(B) White streaks present

2 The confirmation screens for white streaks and missing lines are displayed alternately. Select the pattern that is closer to the nozzle check pattern that you printed.
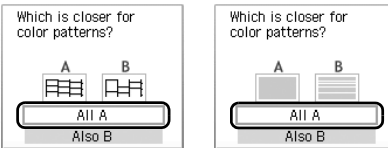
● **If There Are No Missing Lines and No White Streaks**

(1) Select **All A** and press the **OK** button.
The LCD returns to the Maintenance screen.

● **If Lines Are Missing or White Streaks Are Present**

(1) Select **Also B** and press the **OK** button.
The cleaning confirmation screen is displayed.

(2) Select **Yes** and press the **OK** button to start Print Head Cleaning.
See "Print Head Cleaning" on page 89.

Print Head Cleaning

Clean the Print Head if lines are missing or if white streaks appear in the printed nozzle check pattern. Cleaning unclogs the nozzles and restores the print head condition. Note that cleaning the Print Head causes used ink to be absorbed in the ink absorber. Cleaning the Print Head consumes ink, so perform Print Head Cleaning only when necessary.

1 Make sure that the machine is turned on, open the Paper Output Tray, and extend the Output Tray Extension.

2 Load a sheet of A4 or Letter-sized plain paper in the Rear Tray or the Front Tray.

3 Press the **Feed Switch** button to select the paper source where you have loaded paper.

4 Start Print Head Cleaning.

    (1) Press the **Menu** button.

    (2) Press the ◀ or ▶ button to select **Maintenance/settings**, then press the **OK** button. The Maintenance/settings screen is displayed.

    (3) Press the ◀ or ▶ button to select **Maintenance**, then press the **OK** button. The Maintenance screen is displayed.

    (4) Press the ▲ or ▼ button to select **Cleaning** and then press the **OK** button. The confirmation screen is displayed.
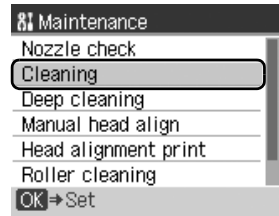
    (5) Press the ▲ or ▼ button to select **Yes** and then press the **OK** button. Print Head Cleaning starts.

    Do not perform any other operations until Print Head Cleaning finishes. This takes about 40 seconds.

    The pattern print confirmation screen is displayed.

    (6) Press the ▲ or ▼ button to select **Yes** and then press the **OK** button. The nozzle check pattern is printed.

5 Check the print head condition with the printed nozzle check pattern, and take appropriate action.

See "Examining the Nozzle Check Pattern" on page 88.

📖 **Note**

If the problem is not resolved after performing steps 4 and 5 twice, try Print Head Deep Cleaning. See "Print Head Deep Cleaning" on page 90.

Print Head Deep Cleaning

If print quality does not improve by standard Print Head Cleaning, try Print Head Deep Cleaning, which is a more powerful process. Note that cleaning the Print Head causes used ink to be absorbed in the ink absorber. Print Head Deep Cleaning consumes more ink than standard Print Head Cleaning, so perform this procedure only when necessary.

1 Make sure that the machine is turned on, open the Paper Output Tray, and extend the Output Tray Extension.

2 Load a sheet of A4 or Letter-sized plain paper in the Rear Tray or the Front Tray.

3 Press the **Feed Switch** button to select the paper source where you have loaded paper.

4 Start Print Head Deep Cleaning.

   (1) Press the **Menu** button.

   (2) Press the ◀ or ▶ button to select **Maintenance/settings**, then press the **OK** button.
The Maintenance/settings screen is displayed.

   (3) Press the ◀ or ▶ button to select **Maintenance**, then press the **OK** button.
The Maintenance screen is displayed.

   (4) Press the ▲ or ▼ button to select **Deep cleaning** and then press the **OK** button.
The confirmation screen is displayed.
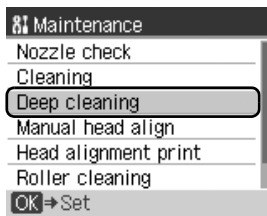
   (5) Press the ▲ or ▼ button to select **Yes** and then press the **OK** button.
Print Head Deep Cleaning starts.

     Do not perform any other operations until Print Head Deep Cleaning finishes. This takes about 1 minute 30 seconds.

5 Check the condition of the Print Head.

   (1) Print the nozzle check pattern to check the print head condition.
See "Printing the Nozzle Check Pattern" on page 87.

     If a particular color is not printed properly, replace the ink tank of that color.

     See "Replacing an Ink Tank" on page 80.

   (2) If the print head nozzles are still not clean, turn off the machine and perform another Print Head Deep Cleaning after 24 hours.

   (3) If this does not solve the problem, the Print Head may be damaged. Contact your Canon service representative.

Aligning the Print Head

If ruled lines are printed misaligned or print results are otherwise unsatisfactory, adjust the print head position.

1 Make sure that the machine is turned on, open the Paper Output Tray, and extend the Output Tray Extension.

2 Load two sheets of A4 or Letter-sized plain paper in the Rear Tray or the Front Tray.

3 Press the **Feed Switch** button to select the paper source where you have loaded paper.

4 Print the Print Head Alignment Sheet.

  (1) Press the **Menu** button.

  (2) Press the ◀ or ▶ button to select **Maintenance/settings**, then press the **OK** button.
  The Maintenance/settings screen is displayed.

  (3) Press the ◀ or ▶ button to select **Maintenance**, then press the **OK** button.
  The Maintenance screen is displayed.

  (4) Press the ▲ or ▼ button to select **Manual head align** and then press the **OK** button.
  The confirmation screen is displayed.

  > 📖 **Note**
  >
  > If you select **Head alignment print**, the machine exits the process after printing the current head position adjustment values.

  (5) Press the ▲ or ▼ button to select **Yes** and then press the **OK** button.
  The print head alignment pattern is printed.

5 When the print head alignment pattern is printed, select **Yes**, then press the **OK** button.

The input screen for the head position adjustment values is displayed.
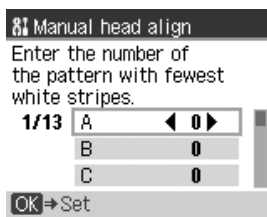
6 Adjust the print head position.

    (1) Check the printed patterns and press the ◀ or ▶ button to input the number of the pattern in column A that has the least noticeable streaks.
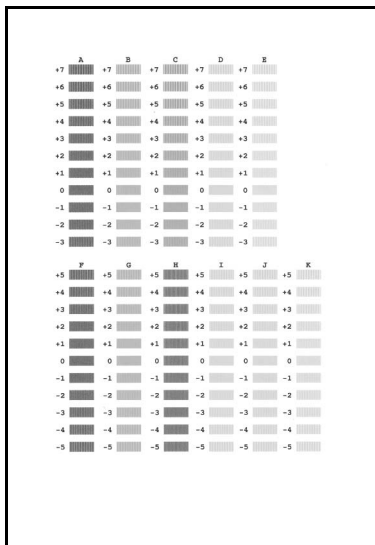
📖 Note

If it is difficult to pick the best pattern, pick the setting that produces the least noticeable white streaks.

(A)   (B)
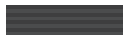
(C)   (D)

(A) Less noticeable vertical white streaks
(B) More noticeable vertical white streaks
(C) Less noticeable horizontal white streaks
(D) More noticeable horizontal white streaks

    (2) Move the cursor to column B, and then press the ◀ or ▶ button to input the number of the pattern that has the least noticeable vertical streaks.

    (3) Repeat the procedure until you finish inputting the pattern number for column K.

(4) Check the printed patterns and press the ◀ or ▶ button to input the number of the pattern in column L that has the least noticeable horizontal streaks.

(5) Repeat the procedure for column M, and then press the **OK** button.
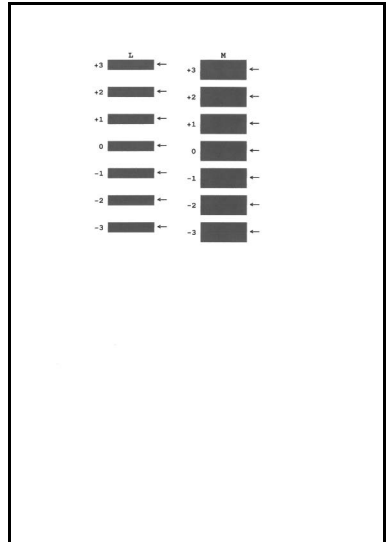
Cleaning Your Machine

This section describes the cleaning procedure that is needed to maintain your machine.

⚠ Caution
- Do not use tissue paper, paper towels, or similar materials for cleaning. Paper tissue powders or fine threads may remain inside the machine and cause problems such as a blocked Print Head and poor printing results. Use a soft cloth to avoid scratching the components.
- Never use volatile liquids such as thinners, benzene, acetone, or any other chemical cleaner to clean the machine, as this may cause a malfunction or damage the machine's surface.

■ Cleaning the Exterior of the Machine

⚠ Caution
Be sure to turn off the power and disconnect the power cord before cleaning the machine.

🚫 Important
- When cleaning the exterior of the machine, do not use tissue paper, rough-textured cloth, or similar materials, as this may scratch the surface.
- Never use neutral detergent or volatile liquids such as thinners, benzene, acetone, or any other chemical cleaner, as this may damage the surface.

Be sure to use a soft cloth such as eyeglasses cleaning cloth and wipe off dirt on the surface with it gently. Smooth out wrinkles on the cloth if necessary before cleaning.

■ Cleaning the Platen Glass and Document Cover

⚠ Caution
Be sure to turn off the power and disconnect the power cord before cleaning the machine.

🚫 Important
- The inner side of the Document Cover (white sheet) (B) is easily damaged, so wipe it gently.
- If the glass of the ADF (C) is stained with ink, correction fluid, or the like, black streaks may appear on the printed paper when the document is loaded in the ADF. With a clean, soft, lint-free cloth, wipe the glass of the ADF.

With a clean, soft, lint-free cloth, wipe the Platen Glass (A), the inner side of the Document Cover (white area) (B), the glass of the ADF (C), and the inner side of the ADF (white area) (D) gently. Make sure not to leave any residue, especially on the Platen Glass.
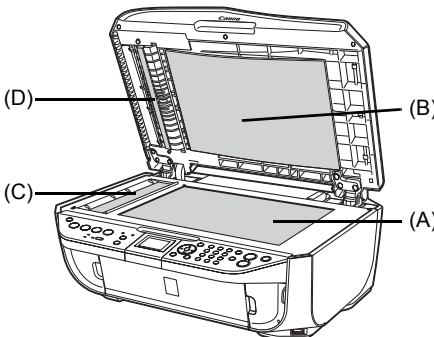
■ Cleaning the ADF

> ### ⚠ Caution
> Be sure to turn off the power and disconnect the power cord before cleaning the machine.

1 Open the Document Tray.
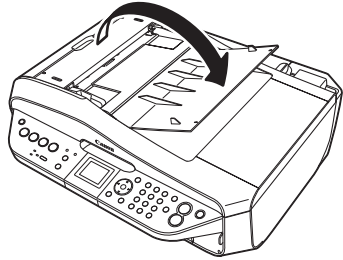
2 Open the Feeder Cover.
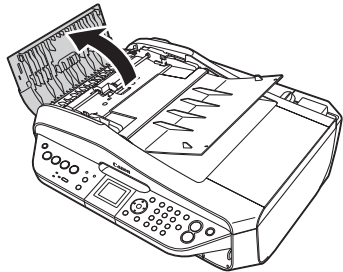
3 With a soft, clean, lint-free and dry cloth, wipe off any paper dust from the inside of the Feeder Cover (A).

(A)
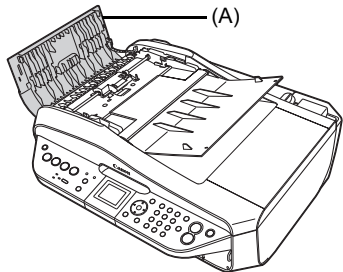
4 After wiping, close the Feeder Cover by pushing it until it clicks into place.

5 Close the Document Tray.

6 Reconnect the power cord then turn on the machine.

■ **Cleaning the Paper Feed Rollers (Roller Cleaning)**

Clean the paper feed rollers if paper is not fed properly.

● **Cleaning the Paper Feed Roller of the Rear Tray**

Cleaning the paper feed roller of the Rear Tray will wear the roller, so perform this only when necessary.

1 Make sure that the machine is turned on, and then remove any paper from the Rear Tray and Front Tray.

2 Open the Paper Output Tray and extend the Output Tray Extension.

3 Press the **Feed Switch** button to select the Rear Tray.

4 Clean the paper feed roller.

   (1) Press the **Menu** button.
   (2) Press the ◀ or ▶ button to select **Maintenance/settings**, then press the **OK** button.
   The Maintenance/settings screen is displayed.
   (3) Press the ◀ or ▶ button to select **Maintenance**, then press the **OK** button.
   The Maintenance screen is displayed.
   (4) Press the ▲ or ▼ button to select **Roller cleaning**, then press the **OK** button.
   The confirmation screen is displayed.
   (5) Press the ▲ or ▼ button to select **Yes**, then press the **OK** button.
   The paper feed roller will rotate as it is cleaned.

5 Repeat step 4 substeps (4) and (5) twice.

6 Make sure that the paper feed roller stops rotating, then load three or more sheets of A4 or Letter-sized plain paper in portrait orientation in the Rear Tray.

7 Repeat step 4 substeps (4) and (5) three times.

The paper cleans the paper feed roller as it feeds through the machine.

If the problem is not resolved, wipe the paper feed roller (A) located on the right side inside the Rear Tray with a moistened cotton swab or the like. Rotate the roller (A) manually as you clean it. Do not touch the roller with your fingers; rotate it with the cotton swab. If this does not solve the problem, contact your Canon service representative.

(A)
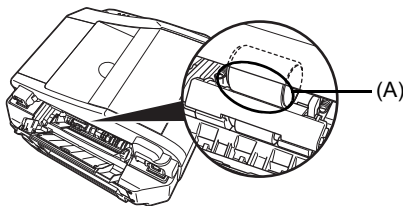
● **Cleaning the Paper Feed Roller of the Front Tray**

**1** Turn off the machine.

2 Load five or more sheets of A4 or Letter-sized plain paper in the Front Tray.

> 📖 **Note**
>
> Paper is loaded to aid the cleaning process and will not be printed on.

3 Hold the Rear Cover Lever and then press to the right and pull to remove the Rear Cover.

> 📖 **Note**
>
> If you are not sure which part is the Rear Cover of the machine, refer to "Rear View" in "Main Components" of the *User's Guide* on-screen manual.
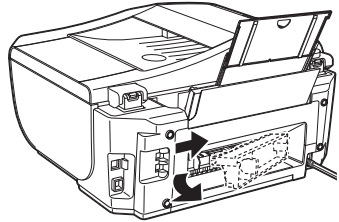
4 Rotate the paper feed roller toward you using a cotton swab or the like to wipe off dust or stain.

Do not touch the roller with your fingers; rotate it with the cotton swab.
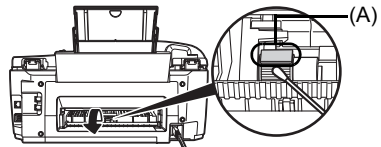
> 🚫 **Important**
>
> Be sure not to touch the cleaner (A).
>
> 📖 **Note**
>
> ● If the dirt is hard to remove, slightly moisten the tip of the cotton swab with water.
> ● Paper loaded in the Front Tray will gradually feed and eject as you rotate the roller. Remove ejected paper. If you run out of paper while cleaning, reload the paper in the Front Tray.

5 Reattach the Rear Cover.

Hold the Rear Cover so that the Rear Cover Lever comes to the left. Align the protrusions at the right edge of the cover with the slots at the rear of the machine and press on the lever to reattach the Rear Cover.
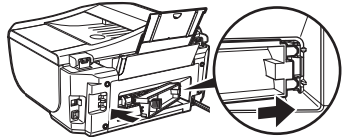
> 🚫 **Important**
>
> Press firmly on the Rear Cover on the rear of the machine until it is locked in place. If the Rear Cover is not reattached properly, paper may not be fed properly and cause paper jams.

6 To remove dust after cleaning or dry the wet paper feed roller, perform the copy operation from the Front Tray twice.

(1) Load two sheets of A4 or Letter-sized plain paper in the Front Tray.

(2) Turn on the machine, and then press the **Feed Switch** button to select the Front Tray.

📖 Note
Paper is loaded to clean the paper feed roller. Any original document is not required to load.

(3) Perform the copy operation twice.
See "Copying" on page 21.

■ Cleaning the Inside of the Machine (Bottom Plate Cleaning)

This section describes how to clean the inside of the machine. If the inside of the machine becomes dirty, printed paper may get dirty, so we recommend performing cleaning regularly.

⚠ Important
Do not perform any other operation while the bottom plate is being cleaned.

1 Make sure that the machine is turned on, and then remove any paper from the Rear Tray.

2 Open the Paper Output Tray and extend the Output Support Extension.

3 Fold a single sheet of A4 or Letter-sized plain paper in half widthwise, and then unfold the paper.

4 Load this and only this sheet of paper in the Rear Tray with the open side to the front.

(A)
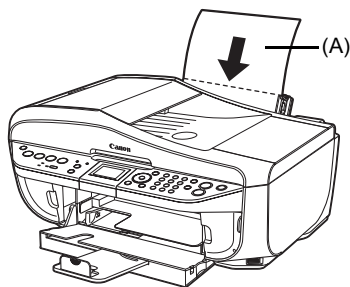
(A) Load the paper after unfolding it.

5 Perform bottom plate cleaning.

(1) Press the **Menu** button.

(2) Press the ◀ or ▶ button to select **Maintenance/settings**, then press the **OK** button.
The Maintenance/settings screen is displayed.

(3) Press the ◀ or ▶ button to select **Maintenance**, then press the **OK** button.
The Maintenance screen is displayed.

(4) Press the ▲ or ▼ button to select **Bottom plate cleaning**, then press the **OK** button.
The confirmation screen is displayed.

(5) Press the ▲ or ▼ button to select **Yes**, then press the **OK** button.
The paper cleans the inside of the machine as it feeds through the machine.

Check the folded part of the ejected paper. If it is smudged with ink, perform Bottom Plate Cleaning again.

If the problem is not resolved after performing Bottom Plate Cleaning twice, the protrusions inside the machine may be stained. Clean them according to instructions. See "Cleaning the Protrusions Inside the Machine" on page 99.

📎 Important

Even if the Front Tray is selected as the paper source, paper will be fed from the Rear Tray.

📖 Note

When performing Bottom Plate Cleaning again, make sure to use a new piece of paper.

■ Cleaning the Protrusions Inside the Machine

If protrusions inside the machine are stained, wipe off any ink from the protrusions using a cotton swab or the like.

⚠ Caution

Be sure to turn off the power and disconnect the power cord before cleaning the machine.
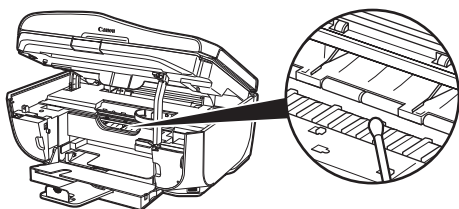
Troubleshooting

This section describes troubleshooting tips for problems you may encounter when using the machine.

📖 **Note**

This section mainly describes the methods of machine operation for troubleshooting. To handle problems using your computer, refer to "Troubleshooting" in the *User's Guide* on-screen manual. For details on how to view the on-screen manuals, see "Reading the On-screen Manuals" on page 127.

Windows

If an Error Occurs When the Machine Is Connected to a Computer

When an error occurs in printing such as the machine is out of paper or paper is jammed, a troubleshooting message is displayed automatically. Take the appropriate action described in the message.

The message may vary depending on the version of your Windows operating system.
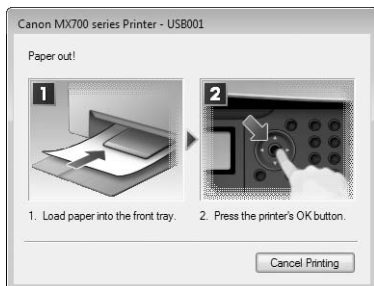
An Error Message Is Displayed on the LCD

If an error message is displayed on the LCD, take the corresponding action described below.

Message	Action
"The ink may have run out. Replacing the ink tank is recommended." U041	If the lamp on the ink tank is flashing, ink may have run out. Replacing the ink tank is recommended. If printing is in progress and you want to continue printing, press the **OK** button with the ink tank installed. Then printing can continue. Replacing the ink tank is recommended after the printing. The machine may be damaged if printing is continued under the ink out condition. See "Replacing an Ink Tank" on page 80. 📖 **Note** If multiple ink lamps are flashing red, see "Getting the Ink Status Information" on page 80 and check the status of each ink tank.
"Print head is not installed. Install the print head." U051 "The type of print head is incorrect. Install the correct print head." U052	Follow the directions given in your setup sheet to install the Print Head. If the Print Head is already installed, remove the Print Head once and then reinstall it. If the error is not resolved, the Print Head may be damaged. Contact your Canon service representative.
"Some ink tanks are not installed in place." U072 "More than one ink tank of the following color is installed." U071	Possible causes are as follows: ● Some ink tanks are not installed in the correct position. (The lamp on the ink tank flashes.) ● More than one ink tanks of the same color are installed. (The lamp on the ink tank flashes.) Confirm that the ink tanks are installed in the appropriate positions. See "Replacing an Ink Tank" on page 80.
"The remaining level of the ink cannot be correctly detected." U130	The remaining ink level cannot be correctly detected. (The lamp on the ink tank flashes.) Replace the ink tank and close the Scanning Unit (Printer Cover). Printing with an ink tank that was once empty may damage the machine. If you want to continue printing in this condition, you need to release the function for detecting the remaining ink level. Press and hold the **Stop/Reset** button for at least 5 seconds, and then release it. With this operation, releasing the function for detecting the remaining ink level is memorized. Please be advised that Canon shall not be liable for any machine malfunction or damage caused by refilled ink tanks. See "Replacing an Ink Tank" on page 80.
"The following ink tank cannot be recognized." U043 U140 U150	● The ink tank is not compatible with this machine. (The lamp on the ink tank is off.) Install an appropriate ink tank. See "Replacing an Ink Tank" on page 80. ● An Ink tank error has occurred. (The lamp on the ink tank is off.) Replace the ink tank. See "Replacing an Ink Tank" on page 80.
"The ink has run out. Replace the ink tank." U163	Ink has run out. (The lamp on the ink tank flashes.) Replace the ink tank and close the Scanning Unit (Printer Cover). Printing under the current condition may damage the machine. If you want to continue printing in this condition, you need to release the function for detecting the remaining ink level. Press and hold the **Stop/Reset** button for at least 5 seconds, and then release it. With this operation, releasing the function for detecting the remaining ink level is memorized. Please be advised that Canon shall not be liable for any malfunction or trouble which may be caused by continuation of printing under the ink out condition. See "Replacing an Ink Tank" on page 80.

Message	Action
"There is no photo data."	• There are no image data saved on the memory card that can be read by this machine. • The machine may not recognize the file if the file name or the folder path contains certain characters. Use only alphanumeric characters. • Photo data edited or processed on a computer must be printed from the computer.
"The waste ink absorber is almost full. Press [OK] to continue but early replacement recommended. <See manual>"	The machine has a built-in ink absorber to hold the ink used during Print Head Cleaning, for example. This error message indicates that the ink absorber is nearly full. Press the **OK** button to cancel the error so you can continue printing. However, because printing is disabled once the ink absorber becomes completely full and until the ink absorber is replaced, you are recommended to contact your Canon service representative as early as possible. (You will need to replace a particular part of the machine.)
"Incompatible device detected. Remove the device."	A communication time out occurs if an operation takes too long or if it takes too much time to send data. This may cancel printing. In such cases, disconnect and reconnect the USB cable. When printing from a PictBridge compliant device, depending on the model or brand of your device, you may have to select a PictBridge compliant print mode on the device before connecting it to the machine. You may also have to turn on your device or select Play mode manually after connecting the device to the machine. Perform necessary operations before connecting your device referring to its instruction manual. If the error is still not resolved, check if you can print another photograph.
"An unsupported USB hub is connected. Remove the hub."	If a PictBridge compliant device is connected via a USB hub, remove the hub and connect it directly to the machine.
"**** Error code"	Turn off the machine, and unplug the power cord of the machine from the power supply. After a while, plug the power cord of the machine back in, and then turn on the machine. If the same error occurs, contact your Canon service representative.
"Scanner is not operating correctly."	Turn off the machine, and unplug the power cord of the machine from the power supply. After a while, plug the power cord of the machine back in, and then turn on the machine. If the same error occurs, contact your Canon service representative.
"The card is currently write-enabled. Remove card and set to read-only mode before performing operation."	The Card Slot is set to **USB enabled** or **LAN enabled**. You cannot print in this mode. After writing on the memory card, set to **Read-only mode** again.
"Document in ADF. Redo operation after checking document in ADF and pressing [OK]."	The document is jammed in the ADF. Remove the document page jammed in the ADF, then press the **OK** button. When the error is cleared, redo the operation. See "Document Jams" on page 116.
"Document size is too long. Redo operation after checking document on ADF and pressing [OK]."	The document is too long or is jammed in the ADF. Remove the document page jammed in the ADF, then press the **OK** button. When the error is cleared, make sure that the document you are loading meets the machine's requirements before redoing the operation. See "Original Document Requirements" on page 6 and "Document Jams" on page 116.
"Auto redial"	The machine is waiting to redial the recipient's number because the line was busy or the recipient did not answer when you tried to send a document. Wait for the machine to automatically redial the number. If you want to cancel automatic redialing, wait until the machine starts dialing the number, press the **Stop/Reset** button, then follow the instructions on the LCD. You can also delete the document from memory. See "Document Stored in Memory" on page 73.
"Hang up the phone."	The handset is not placed in the handset cradle correctly. Replace the handset correctly.
"Try again in black & white."	The recipient's fax machine is not color-compatible. Press the **Black** button to resend the faxes. Alternatively, you can set **Color TX** to **Send in black & white**.
"Failed to connect."	The telephone line cable with a modular plug is not plugged in properly, or **Dial tone detect** is set to **ON**. Make sure that the cable is plugged in properly, and resend the fax after a while. If you still cannot send the fax, set **Dial tone detect** to **OFF**.

Message	Action
"Received in memory."	If the machine receives a fax under one of the following conditions, the machine will not be able to print the received fax and will store it in its memory. When the problem is resolved as described, the fax stored in memory is printed automatically. ● Ink is low or has run out while receiving a fax: replace the ink tank. See "Replacing an Ink Tank" on page 80. ● Paper has run out while receiving a fax: load the paper and press the **OK** button. ● Paper Output Tray is closed: open it. ● **OFF** is selected for **Auto print received**: select **ON**. ● You pressed the **Stop/Reset** button to cancel printing of a fax: press the **FAX** button.
"Busy/no signal"	● The telephone number you dialed is busy. Try dialing again after waiting for a moment. See "Redialing" on page 64. ● The fax number dialed was incorrect. Check the fax number and dial again. ● The recipient's fax machine is not working. Contact the recipient and have them check their fax machine. ● The recipient is not using a G3 machine. Contact the recipient and ask them to send or receive the document using a G3 machine. ● The touch tone/rotary pulse setting on your machine is incorrect. Set your machine to the setting that matches your telephone line. See "Setting the Telephone Line Type" on page 45. ● The receiving fax machine did not answer within 55 seconds (after all automatic redialing attempts). Contact the recipient and have them check their fax machine. For an overseas call, add pauses to the registered number.
"Memory is full."	● The machine's memory is full because you tried to copy either too many pages at once or a very detailed document. Divide the document and copy each part separately. ● The machine's memory is full because it has received too many documents, or a very long or detailed document. Contact the sender and have him/her divide and resend them.
"The paper size is not correct. Change the page size you have set." "Change the paper. A4/8.5x11/8.5x14 Plain" "Change the paper."	Paper of size other than A4, Letter, or Legal is loaded. When feeding from the Rear Tray, load A4, Letter, or Legal-sized paper. When feeding from the Front Tray, load A4 or Letter-sized paper.
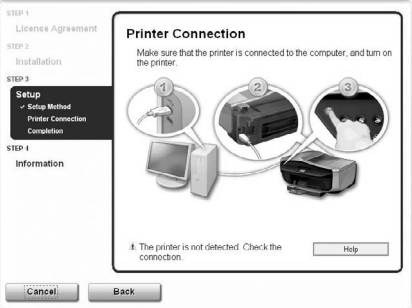
LCD Cannot Be Seen At All or Is Hard to See

Cause	Action
The display on the LCD is hard to see.	If the contrast of the LCD is too strong or too weak, adjust it in the **Adjust contrast** menu in the **Maintenance/settings**. Refer to "Changing the Machine Settings" in the *User's Guide* on-screen manual.
The machine is not powered on or the LCD is in the screen-saver mode.	● If the **Power** lamp is off The machine is not powered on. Connect the power cord and press the **ON/OFF** button. The machine will power on and the LCD will display a message. ● If the **Power** lamp is lit The LCD may be in the screen-saver mode. On the Operation Panel, press a button other than the **ON/OFF** button.

An Unintended Language Is Displayed on the LCD

Cause	Action
The language you want to be displayed is not selected.	Select the language according to the following procedure. **(1)** Press the **COPY** button, wait for about 5 seconds, and then press the **MENU** button. **(2)** Press the ▶ button twice, then press the **OK** button. **(3)** Press the ▶ button once, then press the **OK** button. **(4)** Press the ▼ button five times, then press the **OK** button. **(5)** Press the ▲ or ▼ button to select the language you want to be displayed, then press the **OK** button.

Cannot Install the MP Drivers

Cause	Action
Windows Unable to proceed beyond the **Printer Connection** screen.	If you were unable to proceed beyond the **Printer Connection** screen, follow the procedure below to reinstall the MP Drivers. (1) Click **Cancel** on the **Printer Connection** screen. (2) Click **Start Over** on the **Installation Failure** screen. (3) Click **Back** on the screen that appears next. (4) Click **Exit** on the **PIXMA XXX** screen (where "**XXX**" is your machine's name), then remove the CD-ROM. (5) Turn the machine off. (6) Restart your computer. (7) Make sure you have no application software running, including anti-virus software. (8) Follow the procedure described in your setup sheet or the *Network Setup Guide* to reinstall the MP Drivers.

Installation does not start automatically when the *Setup CD-ROM* is inserted into your computer's disc drive.	**Windows**
	
	(1) Click **Start** then **Computer**.
	  In Windows XP, Click **Start** then **My Computer**.
	  In Windows 2000, double-click the **My Computer** icon on the desktop.
	(2) Double-click the CD-ROM icon 🖴 on the displayed window.
	
	📖 **Note**
	To use the **Run** command to start the setup program, specify your disc drive and then the name of the setup program, **MSETUP4.EXE**. The drive letter of the disc drive depends on your computer.
	
	Macintosh
	
	Double-click the CD-ROM icon on your desktop to start installation.
	
	If the CD-ROM icon is not displayed, restart your computer.
	
	If the CD-ROM icon is still not displayed, try different disks and see if they are displayed. If other disks are displayed, there is a problem with the *Setup CD-ROM*. Contact your Canon service representative.

Cause	Action
Installation procedure not followed correctly.	Follow the procedure described in your setup sheet or the *Network Setup Guide* for proper installation.
	If the MP Drivers were not installed correctly, uninstall the MP Drivers, restart your computer, and then reinstall the MP Drivers. Refer to the *PC Printing Guide* on-screen manual.
	Windows
	📖 **Note**
	If the installer was forced to be terminated due to a Windows error, the system may be in an unstable condition and you may not be able to install the MP Drivers. Restart your computer before reinstalling.

Cannot Connect to Computer Properly

■ Printing Speed Is Slow / USB 2.0 Hi-Speed Connection Does Not Work

Cause	Action
Your system environment is not fully compatible with USB 2.0 Hi-Speed.	If your system environment is not fully compatible with USB 2.0 Hi-Speed, the machine will operate at a lower speed provided under USB 1.1. In this case, the machine operates properly but printing speed may slow down due to communication speed.
	Check the following to ensure that your system environment supports USB 2.0 Hi-Speed connection.
	● The USB port on your computer supports USB 2.0 Hi-Speed connection.
	● The USB cable, and the USB hub if you are using one, support USB 2.0 Hi-Speed connection.
	Be sure to use a certified USB 2.0 Hi-Speed cable. We recommend the cable to be no longer than around 10 feet / 3 meters.
	● The operating system of your computer supports USB 2.0 Hi-Speed connection.
	Obtain and install the latest update for your computer.
	● The USB 2.0 Hi-Speed driver operates properly.
	Obtain the latest version of the USB 2.0 Hi-Speed driver compatible with your hardware and install it on your computer.
	🚫 **Important**
	For details on USB 2.0 Hi-Speed of your system environment, contact the manufacturer of your computer, USB cable, or USB hub.

Windows

■ "This device can perform faster" Message Is Displayed

Cause	Action
Your system environment is not fully compatible with USB 2.0 Hi-Speed.	Your system environment is not compatible with USB 2.0.
	See "Printing Speed Is Slow / USB 2.0 Hi-Speed Connection Does Not Work" on page 106.

Print Results Not Satisfactory

If the print result is not satisfactory, confirm the paper and print quality settings first.

● **Check 1: Do the page size and media type settings match the size and type of the loaded paper?**

When these settings are incorrect, you cannot obtain a proper print result. If you are printing a photograph or an illustration, incorrect paper type setting may reduce the quality of printout color. Also, if you print with an incorrect paper type setting, the printed surface may be scratched. In borderless printing, uneven coloring may occur depending on the combination of the paper type setting and the loaded paper.

● **Check 2: Did you set the print quality setting appropriately?**

Select a print quality option suitable to the paper and image for printing. If you notice blurs or uneven colors, increase the print quality setting and try printing again.

* When printing from a PictBridge compliant device, set the print quality setting by using the Operation Panel on the machine. You cannot make this setting from a PictBridge compliant device.

The method to confirm the paper and print quality settings differs depending on what you do with your machine.
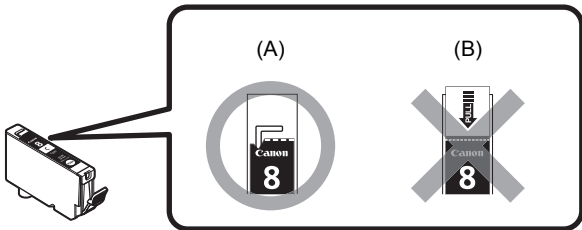
To copy or to print from your memory card by operating the machine	Confirm by using the Operation Panel on the machine. Refer to the *User's Guide* on-screen manual.
To print from a PictBridge compliant device	Confirm by using your PictBridge compliant device or the Operation Panel on the machine. See "Printing Photographs Directly from a Compliant Device" on page 36.
To print from a computer	Confirm by using the printer driver. Refer to the *PC Printing Guide* on-screen manual.

● **Check 3: If the problem is not resolved, there may be other causes.**

See also the sections below.

● "Printing Does Not Start/Printing Is Blurred/Colors Are Wrong/Straight Lines Are Misaligned" on page 108
● "White Streaks" on page 108
● "Printed Paper Curls or Has Ink Blots" on page 108
● "Printed Surface Is Scratched/Paper Is Smudged" on page 108
● "Colors Are Uneven or Streaked" on page 110

■ Printing Does Not Start/Printing Is Blurred/Colors Are Wrong/Straight Lines Are Misaligned

Cause	Action
Ink tank is empty.	See "An Error Message Is Displayed on the LCD" on page 101 to identify the ink error, and then take the appropriate action depending on the error condition.
Part of the orange tape is remaining.	Make sure all of the orange tape is peeled off the ink tank and the air hole is exposed, as illustrated in (A). If the orange tape is left as in (B), remove all of the orange parts. (A) Correct L-shaped air hole is exposed. (B) Incorrect Part of the orange tape is remaining. Peel off the tape properly along the perforation.
Print Head nozzles are clogged.	See "When Printing Becomes Faint or Colors Are Incorrect" on page 86 and perform any necessary maintenance operation.
The media is loaded with the wrong side facing upwards.	Many types of paper are made to be printed on only a particular side of the paper. Printing on the wrong side may cause unclear prints or prints with reduced quality. For detailed information on the printable side, refer to the instruction manuals supplied with the paper.
Print Head is misaligned.	See "Aligning the Print Head" on page 91 to perform Print Head Alignment.

■ White Streaks

Cause	Action
Print Head nozzles are clogged.	See "When Printing Becomes Faint or Colors Are Incorrect" on page 86 and perform any necessary maintenance operation.

■ Printed Paper Curls or Has Ink Blots

Cause	Action
Paper is too thin.	When printing data with high color saturation such as photographs or images in deep color, we recommend using Photo Paper Pro or other Canon specialty paper. See "Media Types You Cannot Use" on page 12.

■ Printed Surface Is Scratched/Paper Is Smudged

Cause	Action
Paper feed rollers are dirty.	Clean the paper feed rollers. Cleaning the paper feed roller of the Rear Tray will wear the roller, so perform this procedure only when necessary. For details on cleaning, see "Cleaning the Paper Feed Rollers (Roller Cleaning)" on page 96.

Cause	Action
Inside of the machine is dirty.	When performing duplex printing, if the specified page size does not match the actual size of paper loaded in the paper source, the inside will become stained with ink, causing printed paper to become smudged. Perform the Bottom Plate Cleaning to clean the inside of the machine. For details on cleaning, see "Cleaning the Inside of the Machine (Bottom Plate Cleaning)" on page 98. **📖 Note** To prevent the inside of the machine from getting stained, set the paper size correctly.
Printing on inappropriate type of paper.	● Check to see if the paper you are printing on is not too thick or curled. See "Media Types You Cannot Use" on page 12. ● When performing Borderless Printing, print quality may be reduced at the top and bottom edges of the paper. Make sure that the paper you are using is suitable for Borderless Printing. For details, refer to "Printing Area" in the *User's Guide* on-screen manual.
Paper is curled.	**For Plain Paper** Turn the paper over and reload it to print on the other side. Leaving the paper loaded in the Rear Tray for a long time may cause the paper to curl. If this happens, load the paper with the other side facing up. It may resolve the problem. We recommend putting unused paper back into the package and keep them on a level surface. **For Other Paper** If you are using paper with either any of the corners or the whole printing surface curled, the paper may become dirty, not feed properly, or both. Use such paper after correcting paper curl as follows. **(1)** With the printing side (A) facing up, cover the paper with a fresh sheet of plain paper to avoid staining or scratching the surface. **(2)** Roll up the paper in a direction opposite to paper curl as seen below. (1)　　　　　　　　　(2) (A) **(3)** Check to see that the paper curl is within approximately 0.08 to 0.2 inches / 2 to 5 mm (B) in height. (A) (B) We recommend printing curl-corrected paper one sheet at a time. **📖 Note** Depending on the media type, the paper may be smudged or may not be fed properly even if it is not curled. In such case, follow the procedure described above in "For Other Paper" to curl the paper before printing. This may improve the print result.

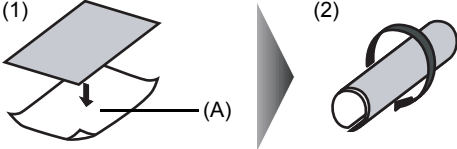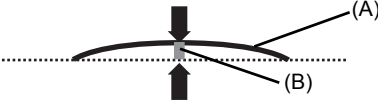| Cause	Action
Printing on thick paper.	Selecting the **Prevent paper abrasion** setting will widen the clearance between the Print Head and the loaded paper. If you notice abrasion even with the media type set correctly to match the loaded paper, set the machine to prevent paper abrasion by using the Operation Panel on the machine or the printer driver. * Deactivate the **Prevent paper abrasion** setting once printing is complete. If not, this setting remains enabled for all subsequent print jobs. ● Setting with the Operation Panel on the machine Press the **Menu** button, select **Maintenance/settings**, **Device settings**, **Print settings**, and set **Prevent paper abrasion** to **ON**. For details, refer to "Changing the Machine Settings" in the *User's Guide* on-screen manual. ● Setting with the printer driver Refer to "Print Results Not Satisfactory" in the *User's Guide* on-screen manual.
Printing graphics with the intensity setting set too high.	Especially if you are using plain paper to print images with high intensity, the paper may absorb too much ink and become wavy, causing paper abrasion. When copying, see "Setting Items" on page 22 and reduce the intensity setting. Then try printing again. When printing from your computer, refer to "Print Results Not Satisfactory" in the *User's Guide* on-screen manual.
Printing beyond the recommended printing area.	If you are printing beyond the recommended printing area of your printing paper, the lower edge of the paper may become stained with ink. Resize your original document in your application software. For details on recommended printing area, refer to "Printing Area" in the *User's Guide* on-screen manual.

■ Colors Are Uneven or Streaked

Cause	Action
Print Head nozzles are clogged.	See "When Printing Becomes Faint or Colors Are Incorrect" on page 86 and perform any necessary maintenance operations.
Print Head is misaligned.	See "Aligning the Print Head" on page 91 to perform Print Head Alignment.

The Printing Result Not Satisfactory When Copying

Cause	Action
The original document is not loaded correctly.	Check that the original is loaded correctly on the Platen Glass or the ADF. See "Loading Original Documents" on page 6.
The original document is loaded with the wrong side facing upwards.	When loading the original on the Platen Glass, the side to be copied should be face down. When loading in the ADF, the side to be copied should be face up.
The original document is a printout from this machine.	Print quality may be reduced if you copy a printout. Instead of copying a printout, print the original directly either from the digital camera, memory card, or your computer.
The Platen Glass, the inner side of the Document Cover, or the ADF is dirty.	Clean the Platen Glass, the inner side of the Document Cover, and the ADF. See "Cleaning Your Machine" on page 94.

If these do not resolve the problem, also see "Print Results Not Satisfactory" on page 107.

Printing Does Not Start

Cause	Action
Ink tank is empty.	See "An Error Message Is Displayed on the LCD" on page 101 to identify the ink error, and then take the appropriate action depending on the error condition.
Ink tank not installed in proper position.	Open the Scanning Unit (Printer Cover) and check the ink lamps. If there is still sufficient ink but its ink lamp is flashing red, an ink tank may be installed in a wrong position. Confirm that the ink tanks are installed in the appropriate positions. See "Replacing an Ink Tank" on page 80.
Ink tank is not installed securely.	Open the Scanning Unit (Printer Cover) and check the ink lamps. If the ink lamp is not lit, press the [PUSH] mark on the ink tank until it clicks into place. The ink lamp lights up red when the ink tank is fully inserted.
Unnecessary print jobs are left in queue. / Computer problems.	Restarting your computer may solve the problem. If there are any unnecessary print jobs, follow the procedure below to delete them. **Windows** **(1)** Open the printer properties dialog box. Refer to "Opening the Printer Properties Dialog Box Directly from Control Panel" in "Opening the Printer Properties Dialog Box (Windows)" of the *User's Guide* on-screen manual. **(2)** Click the **Maintenance** tab and then **View Printer Status**. The printer status monitor is displayed. **(3)** Click **Display Print Queue**. **(4)** Select **Cancel All Documents** on the **Printer** menu. You may not be able to select this depending on the privileges of the account. **(5)** When the confirmation message is displayed, click **Yes**. The print jobs are deleted. **Macintosh** **(1)** Click the printer icon in the Dock to display the list of print jobs in progress. In Mac OS X v.10.2.8, click the printer icon in the Dock to start up the **Print Center** and double-click the name of your machine in the **Printer List**. **(2)** Select the print job to delete and click ⊘. The print jobs are deleted.
The machine is not ready.	Check if the **Power** lamp is lit green. If the **Power** lamp is off, turn the machine on. While the **Power** lamp is flashing green, the machine is initializing. Wait until the **Power** lamp stops flashing and remains lit green. 📖 **Note** When printing large data such as a photo or graphics, it may take longer to start printing.
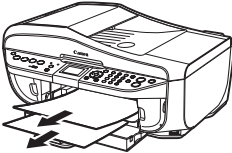
Paper Does Not Feed Properly
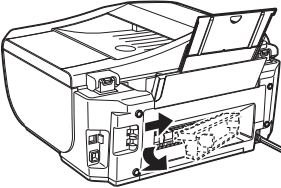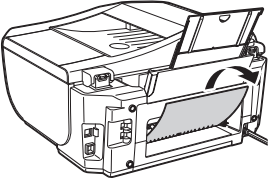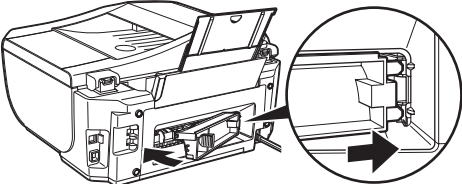
Cause	Action
Printing on inappropriate type of paper.	Check to see if the paper you are printing on is not too thick or curled. See "Media Types You Cannot Use" on page 12.
Paper feed rollers are dirty.	Clean the paper feed rollers. Cleaning the paper feed roller of the Rear Tray will wear the roller, so perform this procedure only when necessary. For details on cleaning, see "Cleaning the Paper Feed Roller of the Rear Tray" on page 96.
Paper not loaded properly.	Make sure of the following when you load paper in the machine. ● When loading two or more sheets of paper, align the edges of the sheets before loading. ● Always load the paper in portrait orientation, either in the Rear Tray or the Front Tray, regardless of the printing orientation. ● When loading paper in the Rear Tray, load the paper with the print side facing UP. Align the right edge of the paper stack against the Cover Guide and slide the Paper Guide so that it just touches the left edge of the stack. ● When loading paper in the Front Tray, load the paper with the print side facing DOWN. Align the right edge of the paper stack against the right edge of the Front Tray and slide the Paper Guide against the left edge of the stack. ● Make sure that the paper is not set over the protrusion above the Load Limit Mark on the Paper Guide. For details on loading paper, see "Loading Paper" on page 14.
Paper source selection is inappropriate.	You cannot load paper other than A4, Letter, or B5-sized plain paper in the Front Tray. When using any other type of paper, load it in the Rear Tray.
Too much paper loaded.	Make sure that the paper stack does not exceed the load limit. However, proper feeding of paper may not be possible at this maximum capacity depending on the type of paper or environmental conditions (either very high or low temperature and humidity). In such cases, reduce the sheets of paper you load at a time to around half. For details on loading paper, see "Loading Paper" on page 14.
Foreign object in the Rear Tray or Front Tray.	Make sure that there are no foreign objects in the Rear Tray or Front Tray.
Envelopes not prepared or loaded properly.	● When printing on envelopes, see "Loading Envelopes" on page 18, and prepare the envelopes before printing. Once you have prepared the envelopes, load them in the Rear Tray in portrait orientation. If the envelopes are placed in landscape orientation, they will not feed properly. ● If the Paper Support is extended, retract it.
Rear Cover is not attached properly.	If the Rear Cover is not reattached properly after it has been removed, it can cause paper jams. Press firmly on the Rear Cover until it is fit squarely in the rear of the machine. Refer to "Rear View" in "Main Components" of the *User's Guide* on-screen manual.

Paper Does Not Feed from the Paper Source Specified in the Printer Driver
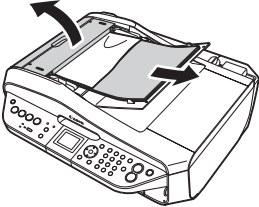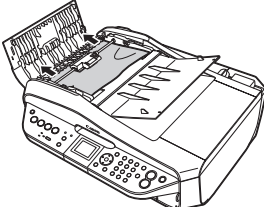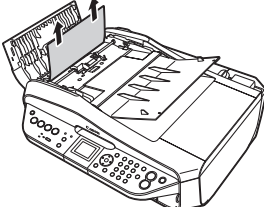
Cause	Action
Windows The paper source is specified in the data created by an application software.	When the paper source setting is inconsistent between an application program and the printer driver, the application software setting takes precedence. Change the application software setting corresponding to the printer driver setting, or click **Print Options** on the **Page Setup** sheet in the printer driver and select **Disable the paper source setting of the application software** on the **Print Options** screen. For the print option setting, refer to the *PC Printing Guide* on-screen manual.
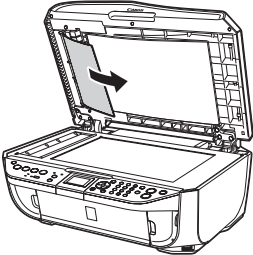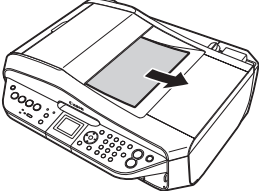
Paper Jams

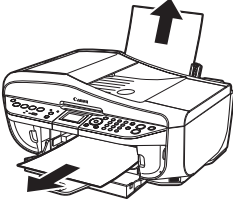| Cause	Action
Paper jammed in the paper output slot, the Rear Tray, or the Front Tray.	Remove the paper following the procedure below. **(1)** Slowly pull the paper out, either from the paper source or from the paper output slot, whichever is easier. (A) (B) (A) When printing from the Rear Tray (B) When printing from the Front Tray ● If the paper tears and a piece remains inside the machine, open the Scanning Unit (Printer Cover) and remove it. After removing all paper, close the Scanning Unit (Printer Cover), turn the machine off, and turn it back on. * Be careful not to touch the components inside the machine. ● If you cannot pull the paper out, turn the machine off and turn it back on. The paper will be ejected automatically. **(2)** Reload the paper in the machine, and press the **OK** button on the machine. If you turned off the machine in step 1, all print jobs in queue are canceled. Reprint if necessary. **📖 Note** ● For details on how to load paper, see "Loading Printing Paper" on page 10. ● When reloading the paper in the machine, see "Paper Does Not Feed Properly" on page 112 to confirm that you are using the correct paper and are loading it into the machine correctly. ● A5-sized paper are suited to print documents consisting mainly of text. We do not recommend using such paper to print documents with photos or graphics, since the printout may curl and cause paper exit jams. If you cannot remove the paper or the paper tears inside the machine, or if the paper jam error continues after removing the paper, contact your Canon service representative.
Landscape credit card-sized paper jammed inside the machine.	Do not load credit card-sized paper in landscape orientation. Slowly pull out the paper from the Rear Tray and remove it. If you cannot remove the jammed paper or the paper jam error continues after removing the paper, contact your Canon service representative.

Cause	Action
Paper jammed inside the machine at the transport unit.	Remove the paper following the procedure below.

(1) Hold the Rear Cover Lever and then press to the right and pull to remove the Rear Cover.

(2) If you can see the jammed paper, slowly pull the paper out.

- Be careful not to touch the components inside the machine.
- If you cannot pull the paper out, turn the machine off and turn it back on. The paper will be ejected automatically.

(3) Reattach the Rear Cover.

Hold the Rear Cover so that the Rear Cover Lever comes to the left. Align the protrusions at the right edge of the cover with the slots at the rear of the machine and press on the lever to reattach the Rear Cover.

✎ Important

Press firmly on the Rear Cover until it is fit squarely in the rear of the machine. If the Rear Cover is not reattached properly, paper may not be fed properly and cause paper jams. Refer to "Rear View" in "Main Components" of the *User's Guide* on-screen manual.

(4) If you were not able to remove the paper out in step 2, remove it from the Front Tray. See "Paper jammed in the paper output slot, the Rear Tray, or the Front Tray." on page 114.

(5) Reload the paper in the Front Tray and press the **OK** button on the machine.

If you turned off the machine in step 2, all print jobs in queue are canceled. Reprint if necessary.

📖 Note

When reloading the paper in the machine, see "Paper Does Not Feed Properly" on page 112 to confirm that you are using the correct paper and are loading it in the machine correctly.

If you cannot remove the paper or the paper tears inside the machine, or if the paper jam error continues after removing the paper, contact your Canon service representative.

Cause	Action
The last extension segment of the Output Tray Extension is standing upright.	When printing on Legal-sized paper, do not set the last extension segment of the Output Tray Extension upright.

Document Jams

Cause	Action
Document jams in the ADF (Document Tray).	Remove the document following the procedure below. **(1)** Press the **Stop/Reset** button. **(2)** If a multi-page document is loaded, remove any pages other than the jammed page from the ADF, then open the Feeder Cover. **(3)** Remove the jammed page from under the roller to the Feeder Cover side. **(4)** Pull out the jammed document from the ADF. If the document cannot be pulled out with ease, follow the procedure from step 2 under "Document jams in the ADF (inner side)." on page 117. **(5)** Close the Feeder Cover. ● If documents remain in the ADF after pressing the **Stop/Reset** button during scanning, "**Document in ADF. Press [OK] to discharge document.**" appears on the LCD. Press the **OK** button so that the remaining document is automatically fed out. ● When rescanning the document after clearing the error, rescan it from the first page. If you cannot remove the document or the document tears inside the machine, or if the document jam error continues after removing the document, contact your Canon service representative. **📖 Note** The document may not feed properly depending on the media type, or your environment, such as when the temperature and humidity are either too high or too low. In this case, reduce the number of document pages to approximately half of the loading capacity. See "Original Document Requirements" on page 6. If the document still jams, use the Platen Glass instead.

Cause	Action
Document jams in the ADF (inner side).	Remove the document following the procedure below. **(1)** Follow steps 1 to 3 under "Document jams in the ADF (Document Tray)." on page 116. **(2)** Open the Document Cover and pull out the document from the inner side. **(3)** Close the Document Cover. **(4)** Close the Feeder Cover. ● When rescanning the document after clearing the error, rescan it from the first page. If you cannot remove the document or the document tears inside the machine, or if the document jam error continues after removing the document, contact your Canon service representative.
Document Jams in the ADF (Document Output Slot).	If the document is jammed in the Document Output Slot, pull it out. ● When rescanning the document after clearing the error, rescan it from the first page. If you cannot remove the document or the document tears inside the machine, or if the document jam error continues after removing the document, contact your Canon service representative.

Error Message Appears on the Computer Screen

■ Writing Error/Output Error/Communication Error

Cause	Action
The machine is not ready.	Confirm that the **Power** lamp is lit green. If the **Power** lamp is off, turn the machine on. While the **Power** lamp is flashing green, the machine is initializing. Wait until the **Power** lamp stops flashing and remains lit green. If the **Alarm** lamp is lit orange, an error may have occurred on the machine. For details on how to resolve the error, see "An Error Message Is Displayed on the LCD" on page 101.
Printer port setting does not match the computer's interface connecting the machine.	Check the printer port settings. * In the following instruction, "**XXX**" signifies your machine's name. **(1)** Log into a user account with the administrator privilege. **(2)** Click **Control Panel**, then **Printer** under **Hardware and Sound**. In Windows XP, click **Control Panel**, **Printers and Other Hardware**, then **Printers and Faxes**. In Windows 2000, click **Control Panel** then **Printers**. **(3)** Right-click the **Canon XXX Printer** icon, then select **Properties**. **(4)** Click the **Ports** tab to confirm the port settings. Make sure that a port named **USBnnn** (where "n" is a number) with **Canon XXX Printer** appearing in the **Printer** column is selected for **Print to the following port(s)**. If the port setting is not correct, reinstall the MP Drivers, or change the port setting according to the interface you are using.
The machine is not connected properly.	Make sure that the USB cable is securely plugged in to the machine and the computer. ● If you are using a relay device such as a USB hub, disconnect it, connect the machine directly to the computer, and try printing again. If printing starts normally, there is a problem with the relay device. Consult the reseller of the relay device for details. ● There could also be a problem with the USB cable. Replace the USB cable and try printing again. When you use the machine over LAN, make sure that the machine is connected to the network with a LAN cable and is set up correctly. Refer to "Checking Information about the Network" in the *User's Guide* on-screen manual.
MP Drivers are not installed properly.	The MP Drivers may not be installed properly. Uninstall them following the procedure described in the *PC Printing Guide* on-screen manual and reinstall them following the procedure described in your setup sheet or the *Network Setup Guide*.

■ Error No.: 300 Is Displayed

Cause	Action
The machine is not ready.	Confirm that the **Power** lamp is lit green. If the **Power** lamp is off, turn the machine on. While the **Power** lamp is flashing green, the machine is initializing. Wait until the **Power** lamp stops flashing and remains lit green. If the **Alarm** lamp is lit orange, an error may have occurred on the machine. For details on how to resolve the error, see "An Error Message Is Displayed on the LCD" on page 101.

Cause	Action
The machine is not connected properly.	Make sure that the USB cable is securely plugged in to the machine and the computer. ● If you are using a relay device such as a USB hub, disconnect it, connect the machine directly to the computer, and try printing again. If printing starts normally, there is a problem with the relay device. Consult the reseller of the relay device for details. ● There could also be a problem with the USB cable. Replace the USB cable and try printing again. When you use the machine over LAN, make sure that the machine is connected to the network with a LAN cable and is set up correctly. Refer to "Checking Information about the Network" in the *User's Guide* on-screen manual.
Your machine is not selected in **Printer** on the **Print** dialog box.	Select your machine's name in **Printer** on the **Print** dialog box. If your machine's name does not appear in **Printer**, follow the procedure below to check that the driver for your machine is installed to your computer. **(1)** Select **Print & Fax Preferences** in **Printer**. In Mac OS X v.10.2.8 or 10.3.x, select **Edit Printer List** in **Printer**. **(2)** Check that your machine's name is displayed in the list of printers and that the check box is selected. In Mac OS X v.10.2.8, check that your machine's name is displayed in **Printer List**. **(3)** If your machine's name is not displayed, click **Add(+)** to add the machine. If you cannot add the machine, follow the procedure described in your setup sheet or the *Network Setup Guide* to reinstall the MP Drivers.

Macintosh

■ Error No.: 1700/1710 Is Displayed

Cause	Action
The ink absorber is almost full.	See ""The waste ink absorber is almost full. Press [OK] to continue but early replacement recommended. <See manual>"" on page 102.

Macintosh

■ Error No.: 2001 Is Displayed

Cause	Action
No response from connected digital camera or video camcorder. / Connected digital camera or video camcorder is not compatible with this machine.	See ""Incompatible device detected. Remove the device."" on page 102.

Macintosh

■ Error No.: 2002 Is Displayed

Cause	Action
PictBridge compliant device is connected via a USB hub.	See ""An unsupported USB hub is connected. Remove the hub."" on page 102.

Error Message Appears on a PictBridge Compliant Device

The following are the possible errors that may occur when printing directly from a PictBridge compliant device and the countermeasures to clear them.

📖 **Note**

● This section describes errors that are indicated on Canon-brand PictBridge compliant devices. The error messages and operations may vary depending on the device you are using.
For errors on non-Canon PictBridge compliant devices, check the error message on the LCD and take the appropriate action to clear the error. For details, see "An Error Message Is Displayed on the LCD" on page 101.
● For the errors indicated on the PictBridge compliant device and their solution, also refer to the instruction manual of the device. For other troubles on the device, contact the manufacturer.

Error Message On PictBridge Compliant Device	Action
"Printer in use"	If the machine is printing from the computer or warming up, wait until the job ends. When it is ready, the machine starts printing automatically.
"No paper"	Load paper in the Rear Tray, and select **Continue**[*] in the display on your PictBridge compliant device. * To resume printing, you can also press the **OK** button on the machine instead of selecting **Continue** on the camera.
"Paper Error" / "Media type error"	● Open the Paper Output Tray. The machine resumes printing. ● The Front Tray is selected on the machine. Load paper in the Rear Tray, press the **Feed Switch** button to select the Rear Tray as the paper source, and then press the **OK** button on the machine or select **Stop** in the display on your PictBridge compliant device to print again. For details, see "Changing the Paper Source" on page 13.
"Paper jam"	Select **Stop** in the display on your PictBridge compliant device to stop printing. Remove the jammed paper, load new paper, press the **OK** button on the machine, and try printing again.
"Printer cover open"	Close the Scanning Unit (Printer Cover) on the machine.
"No print head"	The Print Head is not installed or defective. For details on how to resolve the error, see "An Error Message Is Displayed on the LCD" on page 101.
"Waste tank full" / "Ink absorber full"	The ink absorber is nearly full. For details on how to resolve the error, see "An Error Message Is Displayed on the LCD" on page 101.
"No ink" / "Ink cassette error"	The ink tank is not installed properly or empty. Check the error message on the LCD and take the appropriate action to resolve the error. See "An Error Message Is Displayed on the LCD" on page 101.
"Ink Error"	An ink tank that was once empty is installed. For details on how to resolve the error, see "An Error Message Is Displayed on the LCD" on page 101.
"Hardware Error"	Ink tank errors have occurred. Replace the ink tank. See "Replacing an Ink Tank" on page 80.

Error Message On PictBridge Compliant Device	Action
"Printer error"	An error requiring servicing may have occurred. (Machine **Power** lamp flashes green and **Alarm** lamp flashes orange alternately.)
	Disconnect the USB cable between the machine and the PictBridge compliant device, turn off the machine, and unplug the power cord of the machine from the power supply. After a while, plug the power cord of the machine back in, turn on the machine, and then reconnect the PictBridge compliant device to the machine.
	If the same error occurs, contact your Canon service representative.

Cannot Remove a Memory Card

Cause	Action
miniSD Card, microSD Card, xD-Picture Card, Memory Stick Duo, Memory Stick PRO Duo, or RS-MMC is inserted into the machine without attaching to the special adapter.	Contact your Canon service representative.
	✦ **Important**
	Never attempt to remove a memory card using a thin stick or tweezers. Doing so may damage the machine.

Scanning Problems

■ ScanGear Won't Start
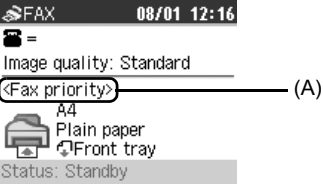
Cause	Action
The scanner driver (ScanGear) is not installed.	Follow the procedure described in your setup sheet or the *Network Setup Guide* to reinstall the MP Drivers.

■ Other Scanning Troubles

Refer to the *Scanning Guide* on-screen manual.

Problems Receiving Faxes

■ Cannot Receive a Fax, Cannot Print a Fax

Cause	Action
The machine is not powered on.	● You cannot receive faxes if the power is turned off. Press the **ON/OFF** button to turn the power on. ● After a power failure or disconnecting of the power cord, press the **ON/OFF** button to turn the power on.
The machine's memory is full.	Either print or delete documents in memory (see "Printing a Document in Memory" on page 73) to free up memory. Then ask the sender to resend the fax.
There was an error during reception.	● Check the LCD for an error message. See "An Error Message Is Displayed on the LCD" on page 101. ● Print the Activity report and check for an error. See "Printing the Activity Report Manually" on page 77.
The telephone line is not correctly connected.	Check that the telephone line is connected correctly to the Telephone Line Jack and that the telephone (or another external device such as an answering machine or a computer modem) is connected correctly to the External Device Jack. Refer to your setup sheet.
A paper size other than A4, Letter, or Legal[*1] is loaded.	If a paper size other than A4, Letter, or Legal[*1] is loaded in the configured paper source, incoming faxes are not printed and are stored in memory. Change the paper in the configured paper source to A4, Letter, or Legal[*1] size, then press the **OK** button on the machine. Load legal-sized[*1] paper in the Rear Tray.

The machine is not set to the appropriate receive mode.	Check the receive mode setting (A), and change it to a mode suited to your connection if necessary.
	
	FAX 08/01 12:16
	☎ =
	Image quality: Standard
	〈Fax priority〉————————— (A)
	          A4
	          Plain paper
	          ⏎Front tray
	Status: Standby
	
	FAX only mode
	See "If You Want to Receive Only Faxes Automatically with Your Machine, or Have a Dedicated Telephone Line for Fax Use Only:" on page 66.
	TEL priority mode
	See "If You Are Using a Single Telephone Line for Faxes and Voice Calls and Use Voice Calls More Frequently:" on page 66.
	FAX priority mode
	See "If You Are Using a Single Telephone Line for Faxes and Voice Calls and Want to Receive Faxes Automatically:" on page 67.
	DRPD
	See "If You Subscribe to a Distinctive Ring Pattern Detection (DRPD) Service with Your Telephone Company (US and Canada only):" on page 68.
	Network switch
	See "If You Want the Machine to Automatically Switch between Fax and Voice Calls by the Call Ring Patterns (Network Switch):" on page 68.

[*1] Legal may not be available depending on the country or region of purchase.

■ Machine Does Not Switch Automatically between Voice and Fax Calls

Cause	Action
The receive mode, displayed in the Fax standby screen, is **FAX only mode**.	If the receive mode is set to **FAX only mode**, there will be no automatic switching between voice and fax calls. Set the receive mode to **TEL priority mode**, **FAX priority mode**, **DRPD**[*1], or **Network switch**[*2].
	If the receive mode is **TEL priority mode**, connect an answering machine to the machine and check that a message plays back when the answering machine answers.

[*1] This setting is only available in US and Canada.

[*2] This setting may not be available depending on the country or region of purchase.

■ Quality of Received Fax is Poor

Cause	Action
ECM RX is set to **OFF**.	Set **ECM RX** to **ON**. Refer to "ECM RX" in "Device Settings" of the *User's Guide* on-screen manual.
The sender's original document or fax machine is dirty.	The image quality of the fax is mainly determined by the sender's fax machine. Contact the sender and check whether the scanning area of his/her fax machine is not dirty.
ECM sending/receiving is not enabled although the line/connection is poor.	● On your machine, set **ECM RX** to **ON**. Refer to "ECM RX" in "Device Settings" of the *User's Guide* on-screen manual. ● Contact the sender and check that his/her machine is set to enable ECM sending. ● If the sender's or receiver's fax is not ECM-compatible, the fax will be sent/received in the standard mode. ● Reduce the reception start speed. Refer to "RX start speed" in "Device Settings" of the *User's Guide* on-screen manual.

■ Repeated Errors Occur When You Receive a Fax

Cause	Action
The telephone line condition or the connection is poor.	Reduce the reception start speed. Refer to "RX start speed" in "Device Settings" of the *User's Guide* on-screen manual. If there is a poor line or connection, reducing the reception start speed may correct the error.
The sender's fax machine is not operating normally.	Contact the sender and check whether his/her fax machine is operating normally.

Problems Sending Faxes

■ Cannot Send a Fax

Cause	Action
The machine is not powered on.	● You cannot send faxes if the power is turned off. Press the **ON/OFF** button to turn the power on. ● After a power failure or disconnecting of the power cord, press the **ON/OFF** button to turn the power on.
The **In Use/Memory** lamp is flashing.	Another document is being sent from memory. Wait until the machine finishes sending it.
The telephone line is connected to the External Device Jack.	Reconnect to the Telephone Line Jack. Refer to your setup sheet. If you still cannot send a fax, there is a problem with the telephone line. Contact your telephone company and the manufacturer of your terminal adapter or telephone adapter.
The telephone line type is not set correctly.	If the telephone line type is not set correctly, you will not be able to receive faxes. In this case, check the telephone line type setting and change it as necessary. See "Setting the Telephone Line Type" on page 45.
Dial tone detect is set to **ON**.	Resend the fax after a while. If you still cannot send the fax, set **Dial tone detect** to **OFF**
The fax number is not correctly registered in a speed dial.	Make sure that the fax number is correctly registered when speed dialing. See "Registering Coded Speed Dials" on page 55.
There was an error during transmission.	● Check the LCD for an error message. See "An Error Message Is Displayed on the LCD" on page 101. ● Print the Activity report and check for an error. See "Printing the Activity Report Manually" on page 77.
Cannot hear the dial tone.	Check that the telephone line is connected correctly to the proper jack. If so, then there is a problem with your telephone line. Contact your telephone line provider.
The document is not loaded properly.	Remove the document then reload it on the Platen Glass or the ADF. See "Loading Original Documents" on page 6.
A fax destination is displayed on the LCD.	Another document is being sent from memory. Wait until the machine finishes sending it.
There was a printer error.	Resolve the printer error. If you are out of paper, set the paper. If you are in a hurry, you can send the fax before resolving the printer error by pressing the **Stop/Reset** button. In this case, be sure to press the **FAX** button to print the faxes stored in memory once the transmission is complete.

■ Cannot Send a Fax Clearly

Cause	Action
The document is not loaded correctly, or the Platen Glass, the inner side of the Document Cover, or the ADF is dirty.	● Remove the document, then reload it on the Platen Glass or the ADF. See "Loading Original Documents" on page 6. ● Clean the Platen Glass, the inner side of the Document Cover, or the ADF and reload the document. See "Cleaning Your Machine" on page 94.
The image quality setting or the scan contrast setting is not suitable for the document.	On the LCD, set an image quality suitable and a scan contrast suitable for the document. See "Adjusting the Image Quality (Fax Resolution) or the Scan Contrast" on page 60.
The original document is loaded with the wrong side facing upwards.	When loading the document on the Platen Glass, the side to be scanned should be face down. When loading in the ADF, the side to be scanned should be face up.
You are scanning thick (max. 0.39 inches / 10 mm) or curled documents.	Press on the Document Cover with your hand when scanning.

■ **Repeated Errors Occur When You Send a Fax**

Cause	Action
The telephone line condition or the connection is poor.	Reduce the transmission start speed. Refer to "TX start speed" in "Device Settings" of the *User's Guide* on-screen manual. If there is a poor line or connection, reducing the transmission start speed may correct the error.

Telephone Problems

■ **Cannot Dial**

Cause	Action
The telephone line is not correctly connected.	Check that the telephone line is connected correctly. Refer to your setup sheet.
The telephone line type is not set correctly.	Check the telephone line type setting and change it as necessary. See "Setting the Telephone Line Type" on page 45.

■ **Telephone Disconnects During a Call**

Cause	Action
The power cord, the telephone line, or the telephone (or another external device such as an answering machine or a computer modem) is not connected securely.	Check that the power cord, the telephone line, and the telephone (or another external device such as an answering machine or a computer modem) are connected securely.

Appendix

How to Use the Documentation Provided

Printed Documentation

Setup Sheet

Be sure to read this sheet first.

This sheet includes instructions for setting up your machine and getting it ready for use.

Network Setup Guide

Read this guide when starting to use the machine in a network environment.

This guide includes software installation instructions and troubleshooting tips for wired LAN connection.

Quick Start Guide (This guide)

Read this guide when starting to use the machine.

After following instructions in your setup sheet or the *Network Setup Guide*, we recommend you read this guide to familiarize yourself with the basic operation of some of the main functions that can be performed on your machine.

On-screen Manuals

User's Guide

Read this guide when starting to use the machine.

If the *Quick Start Guide* does not provide you enough information please refer to the *User's Guide* which can be installed from the *Setup CD-ROM*. This guide provides detailed instructions for:

- copying
- printing from a memory card
- printing from your computer
- scanning
- faxing

Additional guides are also available for advanced features.

Scanning Guide

Refer to this guide for full instructions on scanning operation and settings.

PC Printing Guide

Refer to this guide for full instructions on printer driver setting.

FAX Driver Guide (Windows only)

Refer to this guide for full instructions on fax driver setting.

PC Photo Printing Guide (Windows only)

Refer to this guide for instructions on using the various application software included on the *Setup CD-ROM*.

Reading the On-screen Manuals

For detailed instructions on installing the on-screen manuals, refer to your setup sheet or the *Network Setup Guide*.

You can view the on-screen manuals in the following way:

Windows

To view the on-screen manual, double-click the **XXX On-screen Manual** shortcut icon on the desktop, or click **Start** > **All Programs** (or **Programs**) > **Canon XXX Manual** > **XXX On-screen Manual** (where "**XXX**" is your machine's name).

System Requirements

Browser: Windows HTML Help Viewer

📖 **Note**
- Microsoft® Internet Explorer 5.0 or later must be installed.
- The on-screen manual may not be displayed properly depending on your operating system or Internet Explorer version. We recommend that you keep your system up to date with Windows Update.

Macintosh

To view the on-screen manual, double-click the **XXX On-screen Manual** alias (where "**XXX**" is your machine's name) on the desktop.

System Requirements

Browser: Help Viewer

📖 **Note**
- The on-screen manual may not be displayed properly depending on your operating system. We recommend that you keep your system up to date.
- We recommend using Safari as your Web browser to view the HTML format on-screen manuals. If Safari is not installed on your computer, download it from Apple Inc. website and install it.

Specifications

General Specifications	
Printing resolution (dpi)	4800 (horizontal)* x 1200 (vertical) * Ink droplets can be placed with a pitch of 1/4800 inch at minimum.
Interface	USB 2.0 High Speed* * A computer that complies with USB 2.0 Hi-Speed standard is required. Since the USB 2.0 Hi-Speed interface is fully upwardly compatible with USB Full-Speed (USB 1.1), it can be used at USB Full-Speed (USB 1.1). Wired LAN Interface (100BASE-TX/10BASE-TX)
Print width	8 inches / 203.2 mm max. (for Borderless Printing: 8.5 inches / 216 mm)
Acoustic noise level	Approx. 36.5 dB (A) * When printing in the highest print quality mode on Photo Paper Pro.
Operating environment	Temperature: 5 to 35°C (41 to 95°F) Humidity: 10 to 90% RH (no condensation)
Storage environment	Temperature: 0 to 40°C (32 to 104°F) Humidity: 5 to 95% RH (no condensation)
Power supply	AC 100-240 V, 50/60 Hz
Power consumption	Printing (Copy): Approx. 21 W Standby (minimum): Approx. 4.5 W OFF: Approx. 1.2 W
External dimensions	Approx. 18.9 (W) x 18.2 (D) x 9.4 (H) inches / Approx. 480 (W) x 463 (D) x 239 (H) mm * With the Paper Support, Paper Output Tray, and Document Tray retracted.
Weight	Approx. 10.4 kg (Approx. 22.3 lb.) * With the Print Head and ink tanks installed.
Print Head	Total 1,600 nozzles (Bk 320 nozzles, C/M/Y 256 x 5 nozzles)
ADF capacity	● Max. 30 pages of A4- or Letter-sized sheets (20 lb / 75 gsm paper), up to 0.16 inches / 4 mm in height ● Max. 10 pages of Legal-sized sheets (20 lb / 75 gsm paper), up to 0.08 inches / 2 mm in height ● 1 sheet for sizes other than these

Copy Specifications	
Multiple copy	1 - 99 pages
Intensity adjustment	9 positions, Auto intensity (AE copy)
Zoom	25% - 400% (1% unit)

Scan Specifications (Platen Glass)	
Scanner driver	TWAIN / WIA (Windows Vista and Windows XP only)
Maximum scanning size	A4/Letter, 8.5" x 11.7" / 216 x 297 mm
Scanning resolution	Optical resolution (horizontal x vertical) max: 2400 dpi x 4800 dpi Interpolated resolution max: 19200 dpi x 19200 dpi
Gradation (Input/Output)	16bit/8bit 48bit/24bit (RGB each 16bit/8bit)

Fax Specifications

Applicable line	Public Switched Telephone Network (PSTN)
Compatibility	G3 / Super G3 (Mono & Color Fax)
Data compressing system	MH, MR, MMR, JPEG
Modem type	Fax modem
Modem speed	33600 / 31200 / 28800 / 26400 / 24000 / 21600 / 19200 / 16800 / 14400 / 12000 / 9600 / 7200 / 4800 / 2400 bps Automatic fallback
Transmission speed	Black & white: Approx. 3 seconds/page at 33.6 Kbps, ECM-MMR, transmitting from memory (Based on ITU-T No.1 chart for US specifications and Canon FAX Standard chart No.1 for others, both in standard mode or Canon FAX Standard chart No.1, standard mode.) Color: Approx. 1 minute/page at 33.6 Kbps, ECM-JPEG, transmitting from memory (Based on Canon COLOR FAX TEST SHEET.)
Scanning image processing	Halftones: 256 levels of gray Density adjustment: 3 levels
Memory	Transmission/reception: 100 pages (Based on ITU-T No.1 chart for US specifications and Canon FAX Standard chart No.1 for others, both in standard mode.)
Fax resolution	Black & white **Standard**: 8 pels / mm x 3.85 lines / mm (203 pels / inch x 98 lines / inch) Black & white **Fine**, **Photo**: 8 pels / mm x 7.70 lines / mm (203 pels / inch x 196 lines / inch) Color: 200 x 200 dpi
Dialing	Automatic dialing Coded speed dialing (40 destinations) Regular dialing (with Numeric buttons) Automatic redialing Manual redialing (with the **Redial/Pause** button)
Telephone Networking	Automatic reception Automatic fax/tel switchover DRPD (Distinctive Ring Pattern Detection) Remote reception by telephone (Default ID: 25) ECM deactivation Activity report (after every 20 transactions) Non-delivery report TTI (Transmit Terminal Identification)

Telephone Specifications

Connection	Telephone/answering machine (CNG detecting signal)/data modem

Camera Direct Print (PictBridge)	
Paper size	4" x 6" / 101.6 x 152.4 mm, 5" x 7" / 127.0 x 177.8 mm[*], Credit card, 8" x 10" / 203.2 x 254.0 mm, A4, Letter, Wide[*]
	* Can be selected only on certain Canon-brand PictBridge compliant devices.
Paper type	Default (Selections based on the machine setting), Photo (Photo Paper Plus Glossy, Glossy Photo Paper, Glossy Photo Paper "Everyday Use", Photo Paper Glossy, Photo Paper Plus Semi-gloss, Photo Stickers), Fast Photo (Photo Paper Pro), Plain Paper (A4/ Letter only)
Layout	Default (Selections based on the machine setting), Borderless, Bordered, N-up (2, 4, 9, 16)[*1], 35-up[*2]
	[*1] Layout compatible with Canon-brand sticker above. Refer to "Printing Media" in the *User's Guide* on-screen manual.
	[*2] Selected photos are printed in 35 mm film style layout (contact printing layout). This print setting is only available with certain Canon PictBridge compliant devices. You can print shooting Info (Exif Data) on photos in list format, or in the margins of specified photos. Select Layout, then select the item displayed with the [i] icon. (Note that this print setting cannot be used for some models.)
Image optimize	Default (Selections based on the machine setting), On, Off, "VIVID"*, "NR" (Noise Reduction)*, "Face"*, "Red eye"*
	* If using a Canon PictBridge compliant camera, you can select it.
Print data & file no.	Default (Off: No printing), Date, File No., Both, Off
Trimming	Default (Off: No trimming), On (follow camera's setting), Off

📖 **Note**

Conform to the operating system's requirements when higher than those given here.

	Windows	Macintosh
Operating System **Processor** **RAM**	Windows Vista Pentium II (including compatible processors) 300 MHz 128 MB Windows XP SP1, SP2 Pentium II (including compatible processors) 300 MHz 128 MB Windows 2000 Professional SP2, SP3, SP4 Pentium II (including compatible processors) 300 MHz 128 MB Note: Operation can only be guaranteed on a PC pre-installed Windows Vista, XP or 2000.	Mac OS X v.10.4 Intel processor PowerPC G3 256 MB Mac OS X v.10.2.8 - v.10.3 PowerPC G3 128 MB Note: Hard disk must be formatted as Mac OS Extended (Journaled) or Mac OS Extended.
Browser	Internet Explorer 6.0-	Safari
Hard Disk Space	800 MB Note: For bundled software installation.	450 MB Note: For bundled software installation.
CD-ROM Drive	Required	
Other restrictions	XGA 1024 x 768	

● OmniPage SE: Windows 2000 Professional SP2 and SP3 not supported

● MP Navigator EX: QuickTime v6.4 or later is needed (Macintosh only)

● Some functions may not be available with Windows Media Center

● To upgrade from Windows XP to Windows Vista, first uninstall software bundled with the Canon inkjet printer.

Additional System Requirements for On-Screen Manuals

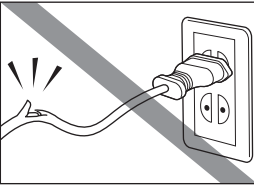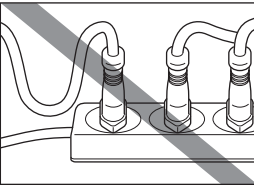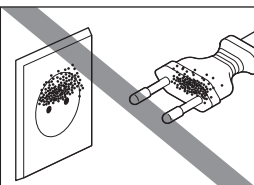| Windows	Macintosh
Browser: Windows HTML Help Viewer	Browser: Help Viewer
Note: Microsoft Internet Explorer 5.0 or later must be installed. The on-screen manual may not be displayed properly depending on your operating system or Internet Explorer version. We recommend that you keep your system up to date with Windows Update.	Note: The on-screen manual may not be displayed properly depending on your operating system or Help Viewer version. We recommend that you keep your system up to date with Software Update.

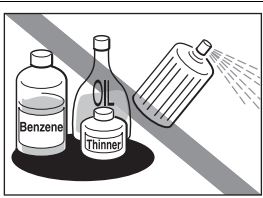Specifications are subject to change without notice.

⚠ Safety Precautions

Please read the safety warnings and cautions provided in this manual to ensure that you use the machine safely. Do not attempt to use the machine in any way not described in this manual.
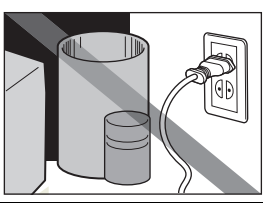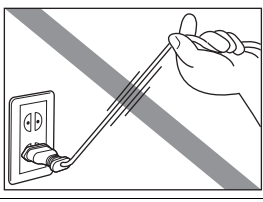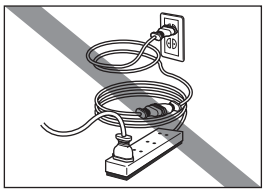
⚠ Warning

- This product emits low level magnetic flux. If you use a cardiac pacemaker and feel abnormalities, please move away from this product and consult your doctor.
- You may cause an electric shock, fire, or damage the machine if you ignore any of these safety precautions.
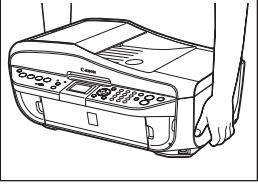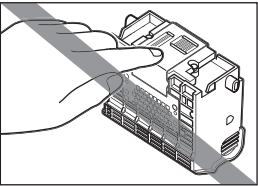
Choosing a location	Do not place the machine close to flammable solvents such as alcohol or thinners.
Power supply	Never attempt to plug in or unplug the machine from the power supply when your hands are wet.
	Always push the plug all the way into the power outlet.
	Never damage, modify, stretch or excessively bend or twist the power cord. Do not place heavy objects on the power cord.
	Never plug the machine into a power socket that is shared with other equipment (extension lead/cord, 2- or 3-way adapter, etc.).
	Never use the machine if the power cord is bundled or knotted.
	If you detect smoke, unusual smells or strange noises around the machine, immediately unplug the machine at the power supply and call for service.
	Periodically, unplug the machine and use a dry cloth to wipe off any dust or dirt collected on the plug and the power outlet. If the machine is placed at a location exposed to a lot of dust, smoke, or high humidity, the dust collected on the plug absorbs moisture and may cause insulation failure and fire.
	If you hear thunder, disconnect the power supply of the machine and refrain from using it. Leaving the machine plugged in may cause fire, electric shock, or damage to the machine, depending on the thunder storm.
	Use the power cable included with the machine.

Cleaning the machine	Use a damp cloth to clean the machine. Never use flammable solvents such as alcohol, benzene or thinners. If flammable solvents come in contact with electrical components inside the machine, it could cause a fire or electric shock.	
	Always unplug the machine from the power outlet before cleaning the machine. If you accidentally switch the machine on while cleaning it, you could injure yourself or damage the machine.	
Maintaining the machine	Do not attempt to disassemble or modify the machine. There are no user serviceable parts inside the machine. The machine contains high-voltage components. Never attempt any maintenance procedure not described in this guide.	
Working around the machine	Do not use highly flammable sprays near the machine. This could cause a fire or electric shock if the spray comes into contact with electrical components inside the machine.	

⚠ Caution

You may cause injury or damage the machine if you ignore any of these safety precautions.

Choosing a location	Do not install the machine in a location that is unstable or subject to excessive vibration.	
	Do not install the machine in locations that are very humid or dusty, in direct sunlight, outdoors, or close to a heating source.	
	To avoid the risk of fire or electric shocks, install the machine in a location with an ambient temperature range of 5°C to 35°C (41°F to 95°F) and humidity of 10% to 90% (condensation free).	
	Do not place the machine on a thick rug or carpet.	
	Do not place the machine with its back attached to the wall.	
Power supply	Ensure that the area around the power outlet is kept clear at all times so you can easily unplug the power cord if necessary.	
	Never remove the plug by pulling on the cord.	
	Do not use an extension lead/cord.	

Working around the machine	Never put your hands or fingers in the machine while it is printing.
	When moving the machine, carry the machine at both ends.
	Do not place any object on the machine.
	Do not place metal objects (paper clips, staples, etc.) or containers of flammable solvents (alcohol, thinners, etc.) on top of the machine.
	If any foreign object (metal or liquid) fall into the machine, unplug the power cord and call for service.
	Do not transport or store the machine on a slant, vertically or upside-down, as the ink may leak and damage the machine.
	When loading a thick book on the Platen Glass, do not press hard on the Document Cover. The Platen Glass may break and cause injury.
Print Heads and ink tanks	For safety reasons, store Print Heads and ink tanks out of the reach of small children. If a child ingests any ink, consult a doctor immediately.
	Do not shake Print Heads or ink tanks. Ink may leak out and stain clothing or the surrounding area.
	Never touch the electrical contacts on a Print Head after printing. The metal parts may be very hot and could cause burns.
	Do not throw ink tanks into fire.

IMPORTANT SAFETY INSTRUCTIONS

When using your telephone equipment, basic safety precautions should always be followed to reduce the risk of fire, electric shock and injury to persons, including the following:

1. Do not use this product near water, for example, near a bath tub, wash bowl, kitchen sink or laundry tub, in a wet basement or near a swimming pool.
2. Avoid using this product during an electrical storm. There may be a remote risk of electric shock from lightning.
3. Do not use this product to report a gas leak in the vicinity of the leak.

SAVE THESE INSTRUCTIONS

Legal Limitations on Use of Your Product and Use of Images

It may be unlawful to make copies of, scan, print, or use reproductions of the following documents. The list provided is non-exhaustive. When in doubt, check with a legal representative in your jurisdiction.

- Paper money
- Money orders
- Certificates of deposit
- Postage stamps (canceled or uncanceled)
- Identifying badges or insignias
- Selective service or draft papers
- Checks or drafts issued by governmental agencies
- Motor vehicle licenses and certificates of title

- Traveler's checks
- Food stamps
- Passports
- Immigration papers
- Internal revenue stamps (canceled or uncanceled)
- Bonds or other certificates of indebtedness
- Stock certificates
- Copyrighted works/works of art without permission of copyright owner

Users in the U.S.A.

■ Pre-Installation Requirements for MX700

Order Information

When ordering service from the telephone company for this equipment, the following may be required.
Universal Service Order Code (USOC): RJ11C
The Facility Interface Code (FIC): 02LS2
Service Order Code (SOC): 9.0F

■ Connection of the Equipment

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the bottom of this equipment is a label that contains, among other information, a product identifier in the format US:AAAEQ##TXXXX. If requested, this number must be provided to the telephone company.

The REN is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact the local telephone company. The REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point (e.g., 03 is a REN of 0.3).

A plug and jack used to connect this equipment to the premises wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. It is designed to be connected to a compatible modular jack that is also compliant. See installation instructions for details.

Connection to party lines is subjected to state tariffs. Contact the state public utility commission, public service commission or corporation commission for information.

If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified installer.

■ In Case of Equipment Malfunction

Should any malfunction occur which cannot be corrected by the procedures described in this guide, disconnect the equipment from the telephone line cable, turn off the power and disconnect the power cord. The telephone line cable should not be reconnected or the main power switch turned ON until the problem is completely resolved. Users should contact their local authorized Canon Facsimile Service Dealer for the servicing of equipment.
Information regarding Authorized Service Facility locations can be obtained by calling the Canon Customer Center.

■ Rights of the Telephone Company

If this equipment causes harm to the telephone network, the telephone company may temporarily disconnect service. The telephone company also retains the right to make changes in facilities and services that may affect the operation of this equipment. When such changes are necessary, the telephone company is required to give adequate prior notice to the user. However, if advance notice is not possible, the telephone company will notify the customer as soon as possible. Also, the customer will be advised of his/her right to file a compliant with the FCC if he/she believes it is necessary.

⚠ Warning

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via a telephone FAX machine unless such message clearly contains in a margin at the top or bottom of each transmitted page, or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message and the telephone number of the sending machine or such business, other entity, or individual.

In order to program this information into your FAX machine, you should complete the procedure to register your name, unit's telephone number, time, and date. See "Registering Sender Information" of this guide.

■ Regulatory Information

FCC Notice (U.S.A. Only)

For 120V, 60Hz model

Model Number: K10304

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Note: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

● Reorient or relocate the receiving antenna.

● Increase the separation between the equipment and receiver.

● Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.

● Consult the dealer or an experienced radio/TV technician for help.

Use of a shielded cable is required to comply with Class B limits in Subpart B of Part 15 of the FCC Rules.

Do not make any changes or modifications to the equipment unless otherwise specified in the manual. If such changes or modifications should be made, you could be required to stop operation of the equipment.

Canon U.S.A., Inc.
One Canon Plaza
Lake Success, NY 11042
1-516-328-5600

■ Canon U.S.A., INC. LIMITED WARRANTY --- (USA Only)

The limited warranty set forth below is given by Canon U.S.A., Inc. ("Canon USA") with respect to the new or refurbished Canon-brand product ("Product") packaged with this limited warranty, when purchased and used in the United States only.

The Product is warranted against defects in materials and workmanship under normal use and service (a) for a period of one (1) year from the date of original purchase when delivered to you in new condition in its original container or (b) for 90 days from the date of original purchase for refurbished Products. Product returned to a Canon USA repair facility or a Canon USA Authorized Service Facility ("ASF"), and proven to be defective upon inspection will be (a) repaired utilizing new, remanufactured, repaired and/or recycled parts (b) exchanged for new or; (c) exchanged for a refurbished Product, as determined by the Canon USA repair facility or the ASF. Warranty repair or replacement shall not extend the original warranty period of the Product. A dated proof of purchase is required at the time of warranty service. A copy of your dated bill of sale will satisfy this requirement. This warranty does not cover any accessories, or any consumables, such as paper or ink cartridges, as to which there shall be no warranty or replacement.

This limited warranty shall only apply if the Product is used in conjunction with compatible computers, peripheral equipment and software. Canon USA shall have no responsibility for such items except for compatible Canon brand peripheral equipment covered by a separate warranty ("Separate Warranty"). Repairs of such Canon brand peripheral equipment shall be governed by the terms of the Separate Warranty. Non-Canon brand equipment and software that may be distributed with the Product are sold "as is" and without warranty of any kind by Canon USA, including any implied warranty regarding merchantability or fitness for a particular purpose, and all such warranties are disclaimed. The sole warranty, if any, with respect to such non-Canon brand items is given by the manufacturer or producer thereof.

This limited warranty covers all defects encountered in normal use of the Product and does not apply in the following cases:

(a) Loss of or damage to the Product due to abuse, neglect, mishandling, improper packaging by you, alteration, accident, electrical current fluctuations, improper use, failure to follow operating or maintenance instructions in, or environmental conditions prescribed in, Canon USA's user's manual or other documentation, or services performed by someone other than a Canon USA repair facility or ASF. Without limiting the foregoing, dropping the Product, scratches, and abrasions will be presumed to have resulted from misuse, abuse or failure to operate the Product as set forth in the user's manual or other documentation for the Product.

(b) Use of parts, media, software or supplies (other than those sold by Canon USA), including non-Canon ink cartridges or refilled ink cartridges, that cause damage to the Product or cause abnormally frequent service calls or service problems.

(c) If the Product has had its serial number or dating defaced, altered or removed.

ANY SYSTEM SOFTWARE (WHETHER FACTORY LOADED ON THE PRODUCT OR CONTAINED ON THE SOFTWARE DISKETTES OR CD-ROMS ENCLOSED WITH, OR ACCOMPANYING, THE PRODUCT), AND ANY UTILITY SOFTWARE, DISTRIBUTED WITH OR FOR THE PRODUCT, IS SOLD "AS IS" AND WITHOUT WARRANTY BY CANON USA. THE SOLE WARRANTY WITH RESPECT TO SUCH SOFTWARE IS CONTAINED IN THE SOFTWARE MANUFACTURER'S LICENSE AGREEMENT DISTRIBUTED THEREWITH, INCLUDING ANY LIMITATIONS AND DISCLAIMERS THEREON. PLEASE CONTACT CANON USA IMMEDIATELY IF YOU HAVE NOT RECEIVED A COPY OF THE SOFTWARE MANUFACTURER'S LICENSE AGREEMENT.

NO IMPLIED WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, APPLIES TO THE PRODUCT AFTER THE APPLICABLE PERIOD OF THE EXPRESS LIMITED WARRANTY STATED ABOVE, AND NO OTHER EXPRESS WARRANTY OR GUARANTY, EXCEPT AS MENTIONED ABOVE, GIVEN BY ANY PERSON OR ENTITY WITH RESPECT TO THE PRODUCT SHALL BIND CANON USA, OR

ITS ASF. (SOME STATES DO NOT ALLOW LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY LASTS, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU.) CANON USA SHALL NOT BE LIABLE FOR LOSS OF REVENUES OR PROFITS, INCONVENIENCE, EXPENSE FOR SUBSTITUTE EQUIPMENT OR SERVICE, STORAGE CHARGES, LOSS OR CORRUPTION OF DATA, OR ANY OTHER SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES CAUSED BY THE USE, MISUSE, OR INABILITY TO USE THE PRODUCT REGARDLESS OF THE LEGAL THEORY ON WHICH THE CLAIM IS BASED, AND EVEN IF CANON USA OR ITS ASF HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NOR SHALL RECOVERY OF ANY KIND AGAINST CANON USA OR ITS ASF BE GREATER IN AMOUNT THAN THE PURCHASE PRICE OF THE PRODUCT CAUSING THE ALLEGED DAMAGE. WITHOUT LIMITING THE FOREGOING, YOU ASSUME ALL RISK AND LIABILITY FOR LOSS, DAMAGE OR INJURY TO YOU AND YOUR PROPERTY AND TO OTHERS AND THEIR PROPERTY ARISING OUT OF THE POSSESSION, USE, MISUSE, OR INABILITY TO USE THE PRODUCT SOLD BY CANON USA NOT CAUSED SOLELY AND DIRECTLY BY THE NEGLIGENCE OF CANON USA, OR ITS ASF. (SOME STATES DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THE ABOVE EXCLUSION OR LIMITATION MAY NOT APPLY TO YOU.) THIS LIMITED WARRANTY SHALL NOT EXTEND TO ANYONE OTHER THAN THE ORIGINAL PURCHASER OF THE PRODUCT OR THE PERSON FOR WHOM IT WAS PURCHASED AS A GIFT, AND STATES YOUR EXCLUSIVE REMEDY.

Canon USA offers a range of customer technical support* options:

- Interactive troubleshooting, e-mail technical support, the latest driver downloads and answers to frequently asked questions (**www.canontechsupport.com**)
- Toll-free live technical support Monday-Saturday (excluding holidays) at 1-800-828-4040
- Telephone Device for the Deaf (TDD-1-866-251-3752)
- Repair or Exchange Service Options:
  In the event service is required for the Product during the limited warranty period, Canon USA offers two hardware support options:

Authorized Service Facility Carry-In / Mail-In Service

Canon USA's Carry-In/Mail-In Service provides repair or exchange, at Canon USA's option, through Canon USA's Authorized Service Facility (ASF) network. The name and telephone number of the ASF(s) near you may be obtained from Canon USA's Web site at **www.canontechsupport.com** or by calling the Canon USA Customer Care Center at 1-800-828-4040, or any time while speaking to a technical support person. A Product covered by this limited warranty will be repaired or exchanged, as determined by Canon USA, and returned without charge by the ASF.

InstantExchange Service **

A Canon Customer Care Center or ASF technician will attempt to diagnose the nature of the problem and, if possible, correct it over the telephone. If the problem cannot be corrected over the telephone, and you elect the InstantExchange option, a reference number will be issued to you. You will be asked for the Product serial number and other information pertaining to your Product and for a ship-to location for the replacement Product (must include street address).

The Canon USA repair facility will ship out the replacement Product prepaid by Canon USA.After receipt of the replacement Product (with instructions and a prepaid waybill), follow the enclosed instructions on how to ship your product to the Canon USA repair facility. Your Product must be returned in the shipping carton in which the replacement Product was packed and include the reference number, A COPY OF YOUR DATED PROOF OF PURCHASE (BILL OF SALE), and a complete explanation of the problem. DO NOT INCLUDE ANY OTHER ITEMS WITH THE YOUR PRODUCT IN THE RETURN SHIPPING CARTON, AND BE SURE TO RETAIN YOUR PRINTHEAD, INK CARTRIDGE(S) AND TANK(S).

InstantExchange Service exchanges your Product with a replacement Product, which will normally be shipped the same day if your request for this service is by 3 p.m. E.T. Monday through Friday, except holidays. Canon USA does not guarantee same day shipment in the event of the occurrence of factors beyond its reasonable control. The replacement Product you receive may be a refurbished or reconditioned unit and will be covered for the balance of the period remaining on your original limited warranty. NOTE THAT BY USING THIS SERVICE YOU WILL KEEP THE REPLACEMENT PRODUCT THAT IS SENT TO YOU. CANON USA WILL RETAIN THE PRODUCT THAT YOU ORIGINALLY PURCHASED, WHICH SHALL BECOME THE PROPERTY OF CANON USA. InstantExchange warranty program service is available only during the express limited-warranty period for your Product and only in the continental United States, Alaska and Hawaii during such period.

This limited warranty gives you specific legal rights, and you may also have other rights, which vary from state to state.

* Support program specifics are subject to change without notice.

** InstantExchange warranty service is subject to the availability of refurbished or new replacement units.

Canon U.S.A., Inc.
One Canon Plaza
Lake Success, NY 11042
USA

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Users in Canada

■ Pre-Installation Requirements for Canon Facsimile Equipment

Notice

This equipment meets the applicable Industry Canada technical specifications.

The Ringer Equivalence Number is an indication of the maximum number of devices allowed to be connected to a telephone interface. The termination on an interface may consist of any combination of devices subject only to the requirement that the sum of the RENs of all the devices does not exceed five.

Avis

Le présent matériel est conforme aux spécifications techniques applicables d'Industrie Canada.

L'indice d'équivalence de la sonnerie (IES) sert à indiquer le nombre maximal de terminaux qui peuvent être raccordés à une interface téléphonique. La terminaison d'une interface peut consister en une combinaison quelconque de dispositifs, à la seule condition que la somme d'indices d'équivalence de la sonnerie de tous les dispositifs n'excède pas 5.

Users in New Zealand

The grant of a Telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to its network. It indicates no endorsement of the product by Telecom, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of Telepermitted equipment of a different make or model, nor does it imply that any product is compatible with all of Telecom's network services.

Telepermitted equipment only may be connected to the auxiliary telephone port. The auxiliary telephone port is not specifically designed for 3-wire connected equipment that may not respond to incoming ringing when attached to this port.

The automatic calling functions of this equipment must not be used to cause a nuisance to other Telecom customers.

This equipment must not be programmed for decadic (pulse) dialling.

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Ordering Information

For additional supplies, use the following descriptions and order numbers.

Description	Order #
Ink Tanks	
PGI-5 Black	0628B002
CLI-8 Cyan	0621B002
CLI-8 Magenta	0622B002
CLI-8 Yellow	0623B002
Canon Specialty Papers	
All Occasion Photo Cards (4" x 8"/ 50 sheets)	1029A069
Glossy Photo Paper Credit Card Size (100 sheets)	9157A023
High Resolution Paper (8.5" x 11"/ 100 sheets)	1033A011
Matte Photo Paper (4" x 6"/ 120 sheets)	7981A014
Matte Photo Paper (8.5" x 11"/ 50 sheets)	7981A004
Photo Paper Glossy (4" x 6"/ 50 sheets)	0775B021
Photo Paper Glossy (4" x 6"/ 100 sheets)	0775B022
Photo Paper Glossy (8.5" x 11"/ 50 sheets)	0775B023
Photo Paper Glossy (8.5" x 11"/ 100 sheets)	0775B024
Photo Paper Plus Double Sided (5" x 7"/ 10 sheets)	9981A006
Photo Paper Plus Double Sided (8.5" x 11"/ 10 sheets)	9981A005
Photo Paper Plus Double Sided Album Kit (5" x 7")	0041B005
Photo Paper Plus Double Sided Album Kit (8.5" x 11")	0041B006
Photo Paper Plus Glossy (4" x 6"/ 50 sheets)	7980A012
Photo Paper Plus Glossy (4" x 6"/ 120 sheets)	7980A022
Photo Paper Plus Glossy (5" x 7"/ 20 sheets)	7980A019
Photo Paper Plus Glossy (8.5" x 11"/ 20 sheets)	7980A006
Photo Paper Plus Semi-gloss (4" x 6"/ 50 sheets)	1686B014
Photo Paper Plus Semi-gloss (8" x 10" / 20 sheets)	1686B017
Photo Paper Plus Semi-gloss (8.5" x 11"/ 20 sheets)	1686B020
Photo Paper Pro (4" x 6"/ 20 sheets)	1029A014
Photo Paper Pro (4" x 6"/ 75 sheets)	1029A027
Photo Paper Pro (8" x 10"/ 20 sheets)	1029A059
Photo Paper Pro (8.5" x 11"/ 15 sheets)	1029A004
Photo Paper Pro (8.5" x 11"/ 30 sheets)	1029A028
Photo Stickers (16 stickers/sheet, 5 sheets/pack)	0001C001

Call **1-800-OK-CANON** to locate a dealer near you, or visit the Canon eStore at **www.estore.usa.canon.com.**

Canon

The following ink tanks are compatible with this product.

5	**8**	**8**	**8**
PGBK	C	M	Y
PGI-5BK	CLI-8C	CLI-8M	CLI-8Y
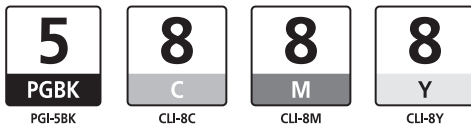
For information on product specifications, please visit our website at
www.usa.canon.com