

Canon

Quick Guide

imageRUNNER
2202N / 2002 / 2002N

Read this guide first.

Please read this guide before operating this product. After you finish reading the guide, store it in a safe place for future reference.

Manuals for the Machine

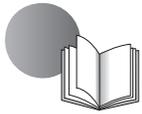
The manuals for this machine are divided as follows. Please refer to them for detailed information.



Guides with this symbol are printed manuals.



Guides with this symbol are included on the accompanying CD-ROM.



Quick Guide (This Manual)

- Describes the precautions for using the machine.
- Provides an overview of functions, basic operations, and required settings before using functions.
- Describes the maintenance and troubleshooting procedures for the machine.



e-Manual (HTML manual)

- Describes all the functions of the machine. Also provided with a search function that is useful for finding and checking information.
- Included on the User Software CD-ROM.

For Macintosh Users

The examples shown in this manual are based on the operation in the Windows environment. To view how to use printer driver and scanner driver, refer to the driver guides included in the User Software CD-ROM and the driver's help.



Displaying Driver Guides

To view the Driver Guides, double-click the HTML files from the following folders on the User Software CD-ROM.

- Canon UFR II/UFR II LT Printer Driver Guide → [Documents] → [english] → [Print] → [Guide] → [index.html]
- Canon Scanner Driver Guide → [Documents] → [english] → [Scan] → [Guide] → [index.html]

Displaying from Driver's Help System

From each driver panel, click [?].

To view the manual in PDF format, Adobe Reader/Adobe Acrobat Reader is required. If Adobe Reader/Adobe Acrobat Reader is not installed on your system, please download it from the Adobe Systems Incorporated website.

How to Use the e-Manual

How to Install the e-Manual

This section describes how to install the e-Manual.

■ Windows

1. Insert the User Software CD-ROM in your computer.
2. Select the language for the e-Manual.
3. Click [Custom Installation].
4. Select [USB Connection], and click [Next].
5. Clear all the check boxes except for [Manuals].
6. Click [Install].
7. Read the License Agreement, and then click [Yes] to agree.

The e-Manual is saved in the [Program Files] folder on your computer. If the shortcut icon created on the Desktop or if the [index.html] file is double-clicked, the e-Manual is displayed.

■ Macintosh

1. Insert the User Software CD-ROM in your computer.
2. Open the [Documents] folder.
3. Drag and drop the [MF Guide] folder into a location where you want to save it.
4. When displaying the installed e-Manual, double-click [index.html] in the saved [MF Guide] folder.

If the CD-ROM Does Not Start

The CD-ROM auto run function may be disabled. In this case, you must perform the following procedure.

■ Windows 8/Server 2012

1. Display the desktop → click the explorer icon on the taskbar.
2. Click [Computer].
3. Double-click the CD-ROM icon.
4. Double-click [MInst.exe].

■ Windows Vista/7/Server 2008

1. Click [Start] on the Windows taskbar → click [Computer].
2. Double-click the CD-ROM icon.
3. Double-click [MInst.exe].

■ Windows XP/Server 2003

1. Click [Start] on the Windows taskbar → click [My Computer].
2. Double-click the CD-ROM icon.
3. Double-click [MInst.exe].

Top Page of the e-Manual



1 Select from functions

The instructions for each function and operation method are described.

2 [Top], [Site map], [Help]

Links to the e-Manual's top page, site map, and help are displayed.

3 [For Macintosh Users]

Click to view precautions when using Macintosh.

4 First of all...

This section contains required information needed to use the machine, and information on optional products.

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Preface

Thank you for purchasing the Canon imageRUNNER 2202N/2002/2002N. Please read this manual thoroughly before operating the machine to familiarize yourself with its capabilities, and to make the most of its many functions. For information on the detailed settings for the functions described in this manual, see the e-Manual. After reading this manual, store it in a safe place for future reference.

How To Use This Manual

Symbols Used in This Manual

The following symbols are used in this manual to explain procedures, restrictions, handling precautions, and instructions that should be observed for safety.

WARNING

Indicates a warning concerning operations that may lead to death or injury to persons if not performed correctly. To use the machine safely, always pay attention to these warnings.

CAUTION

Indicates a caution concerning operations that may lead to injury to persons if not performed correctly. To use the machine safely, always pay attention to these cautions.

IMPORTANT

Indicates operational requirements and restrictions. Be sure to read these items carefully to operate the machine correctly, and avoid damage to the machine or property.

NOTE

Indicates a clarification of an operation, or contains additional explanations for a procedure. Reading these notes is highly recommended.



Indicates an operation that must not be performed. Read these items carefully, and make sure not to perform the described operations.

Keys and Buttons Used in This Manual

The following symbols and key/button names are a few examples of how keys and buttons to be clicked or pressed are expressed in this manual:

- Display: <Message>
Example: <No Paper: MP Tray>
- Control Panel Keys: [Key Icon] (Key Name)
Example:  (Start)
 (Stop)
- Buttons on Computer Operation Screens: [Button Name]
Example: [OK]
[Add]

Displays Used in This Manual

Screen shots used in this manual are those taken when the imageRUNNER 2202N has the following optional equipment attached to it:

- DADF-AM1
- Cassette Feeding Module-AB1
- Duplex Unit-C1

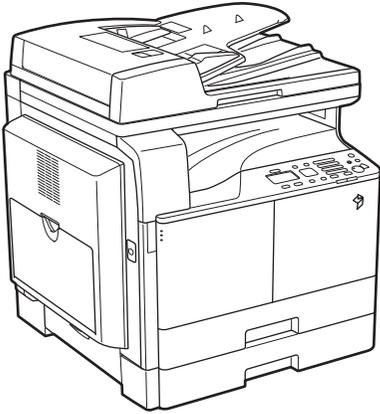
Note that functions that cannot be used depending on the model or options do not appear on the display.

Screen shots used in this manual may differ from the ones you actually see.

Illustrations Used in This Manual

Illustrations used in this manual are those displayed when the imageRUNNER 2202N has the following optional equipment attached to it:

- DADF-AM1
- Cassette Feeding Module-AB1
- Duplex Unit-C1



Abbreviations Used in This Manual

In this manual, product names and model names are abbreviated as follows:

- Microsoft Windows Server 2003 operating system: Windows Server 2003
- Microsoft Windows Server 2003 R2 operating system: Windows Server 2003 R2
- Microsoft Windows XP operating system: Windows XP
- Microsoft Windows Vista operating system: Windows Vista
- Microsoft Windows Server 2008 operating system: Windows Server 2008
- Microsoft Windows Server 2008 R2 operating system: Windows Server 2008 R2
- Microsoft Windows Server 2012 operating system: Windows Server 2012
- Microsoft Windows 7 operating system: Windows 7
- Microsoft Windows 8 operating system: Windows 8
- Microsoft Windows operating system: Windows
- Microsoft Internet Explorer: Internet Explorer
- Microsoft Windows Internet Explorer: Internet Explorer
- Apple Macintosh: Macintosh

Trademarks

Apple, Mac OS, and Macintosh are trademarks or registered trademarks of Apple Inc. in the U.S. and/or other countries.

Microsoft, Windows, Windows Vista, Windows Server, Internet Explorer, Excel and PowerPoint are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.

All other product and brand names are registered trademarks, trademarks or service marks of their respective owners.

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Installation Location and Handling

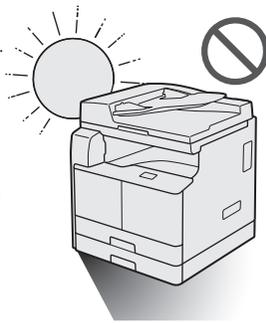
This section describes precautions for installation location and handling. We recommend that you read this section prior to using this machine.

Installation Precautions

Avoid Installing the Machine in the Following Locations

- Avoid locations subject to temperature and humidity extremes, whether low or high. For example, avoid installing the machine near water faucets, hot water heaters, humidifiers, air conditioners, heaters, or stoves.

- Avoid installing the machine in direct sunlight. If this is unavoidable, use curtains to shade the machine. Be sure that the curtains do not block the machine's ventilation slots or louvers, or interfere with the electrical cord or power supply.



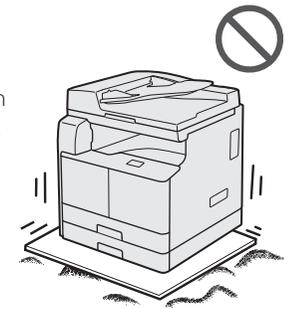
- Avoid poorly ventilated locations. This machine generates a slight amount of ozone etc. during normal use. Although sensitivity to ozone etc. may vary, this amount is not harmful. Ozone etc. may be more noticeable during extended use or long production runs, especially in poorly ventilated rooms. It is recommended that the room be appropriately ventilated, sufficient to maintain a comfortable working environment, in areas of machine operation.
- Avoid locations where a considerable amount of dust accumulates.



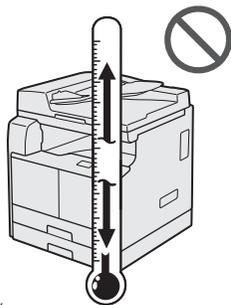
- Avoid locations where ammonia gas is emitted.



- Avoid locations near volatile or flammable materials, such as alcohol or paint thinner.
- Avoid locations that are subject to vibration. For example, avoid installing the machine on unstable floors or stands.



- Avoid exposing the machine to rapid changes in temperature. If the room in which the machine is installed is cold but rapidly heated, water droplets (condensation) may form inside the machine. This may result in a noticeable degradation in the quality of the copied image, the inability to properly scan an original, or the copies having no printed image at all.



- Avoid installing the machine near computers or other precision electronic equipment. Electrical interference and vibrations generated by the machine during printing can adversely affect the operation of such equipment.
- Avoid installing the machine near televisions, radios, or similar electronic equipment. The machine might interfere with sound and picture signal reception. Insert the power plug into a dedicated power outlet, and maintain as much space as possible between the machine and other electronic equipment.
- Avoid installing the machine at high altitudes of about 3,000 meters above sea level, or higher. Machines with a hard disk may not operate properly when used at high altitudes of about 3,000 meters above sea level, or higher.

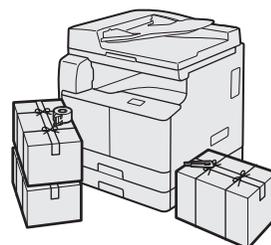
Select a Safe Power Supply

- Plug the machine into a 220 - 240 V AC outlet.
- Make sure that the power supply for the machine is safe, and has a steady voltage.
- Do not connect other electrical equipment to the same power outlet to which the machine is connected.
- Do not connect the power cord to a multiplug power strip, as this may cause a fire or electrical shock.
- The power cord may become damaged if it is stepped on, affixed with staples, or if heavy objects are placed on it. Continued use of a damaged power cord can lead to an accident, such as a fire or electrical shock.
- The power cord should not be taut, as this may lead to a loose connection and cause overheating, which could result in a fire.

- If excessive stress is applied to the connection part of the power cord, it may damage the power cord or the wires inside the machine may disconnect. This could result in a fire. Avoid the following situations:
 - Connecting and disconnecting the power cord frequently.
 - Tripping over the power cord.
 - The power cord is bent near the connection part, and continuous stress is being applied to the power outlet or the connection part.
 - Applying excessive force on the power plug.

Moving the Machine

- If you intend to move the machine, even to a location on the same floor of your building, contact your local authorized Canon dealer beforehand. Do not attempt to move the machine yourself.

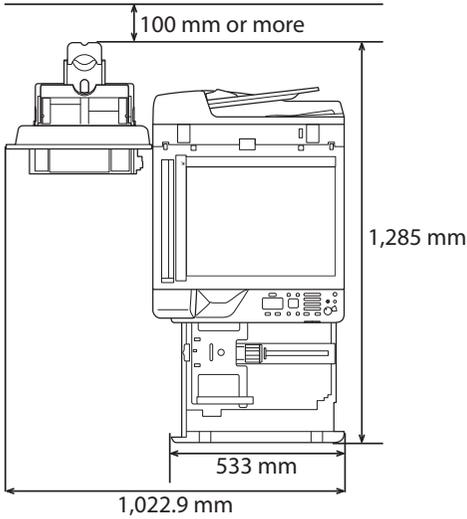


Provide Adequate Installation Space

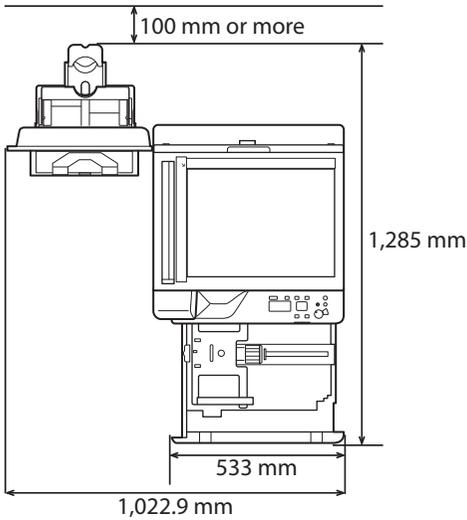
Provide enough space on each side of the machine for unrestricted operation.

For the imageRUNNER 2202N/2002N:

- When the feeder (DADF-AM1) is attached:

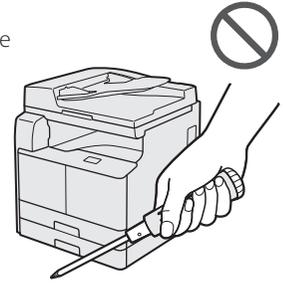


For the imageRUNNER 2002:



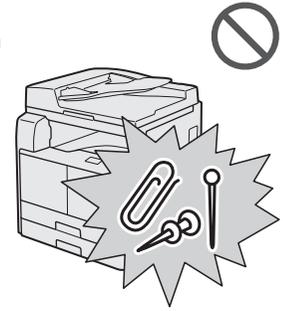
Handling Precautions

- Do not attempt to disassemble or modify the machine.



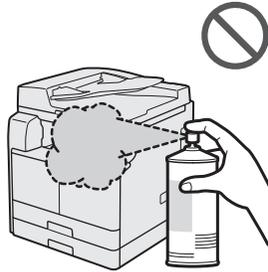
- Some parts inside the machine are subject to high-voltages and temperatures. Take adequate precautions when inspecting the inside of the machine. Do not carry out any inspections that are not described in the manuals for this machine.

- Be careful not to spill liquid or drop any foreign objects, such as paper clips or staples inside the machine. If a foreign object comes into contact with electrical parts inside the machine, it might cause a short circuit and result in a fire or electrical shock.

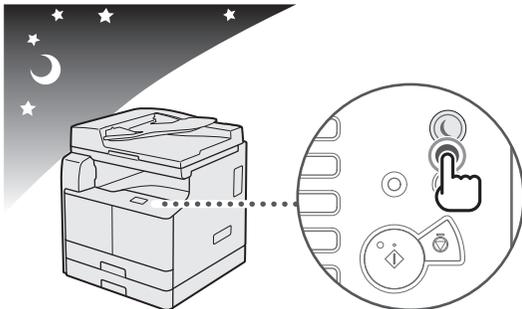


- If there is smoke, or unusual noise, immediately turn the main power switch OFF, disconnect the power cord from the power outlet, and then call your local authorized Canon dealer. Using the machine in this state may cause a fire or electrical shock. Also, avoid placing objects around the power plug so that the machine can be disconnected whenever necessary.

- Do not turn the main power switch OFF or open the front cover while the machine is in operation. This may result in paper jams.
- Do not use flammable sprays, such as spray glue, near the machine. There is a danger of ignition.



- This machine generates a slight amount of ozone etc. during normal use. Although sensitivity to ozone etc. may vary, this amount is not harmful. Ozone etc. may be more noticeable during extended use or long production runs, especially in poorly ventilated rooms. It is recommended that the room be appropriately ventilated, sufficient to maintain a comfortable working environment, in areas of machine operation.
- For safety reasons, press  (Energy Saver) when it will not be used for a long period of time, such as overnight. As an added safety measure, turn OFF the main power switch, and disconnect the power cord when the machine will not be used for an extended period of time, such as during consecutive holidays.



- When using the imageRUNNER 2002, use a USB cable that is shorter than 3 meters. When using the imageRUNNER 2202N/2002N, use the USB cable included with the machine.

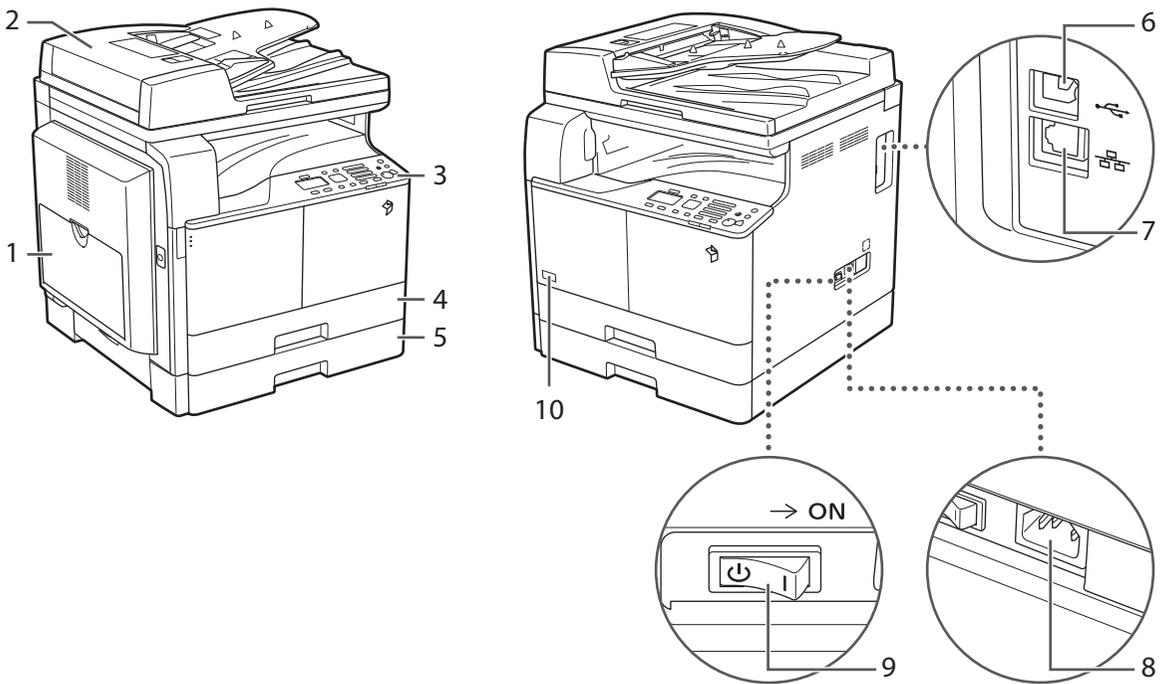
Parts and Their Functions

This section provides you with the names and functions of all the parts of the machine. For information on optional products, parts, and their functions, see e-Manual > Optional Products.

External View

For the imageRUNNER 2202N/2002N:

When the DADF-AM1 and Cassette Feeding Module-AB1 are attached:



1 Multi-Purpose Tray

Use the multi-purpose tray to feed paper manually, and for loading nonstandard paper stock, such as envelopes. (See e-Manual > Basic Operations.)

2 Feeder (DADF-AM1) (Optional)

Originals placed in the feeder are fed one sheet at a time to the platen glass for scanning. The feeder also automatically turns over two-sided originals to make one- or two-sided copies.

3 Control Panel

Includes the keys, display, and indicators required for operating the machine.

4 Drawer 1

Holds up to 250 sheets of paper (80 g/m²).

5 Cassette Feeding Module-AB1 (Optional)

Holds up to 250 sheets of paper (80 g/m²).

6 USB Port

Use the cable included with the machine to connect it to a computer.

7 LAN Port

Use an Ethernet cable to connect the machine to a network.

8 Power Socket

Connect the power cord.

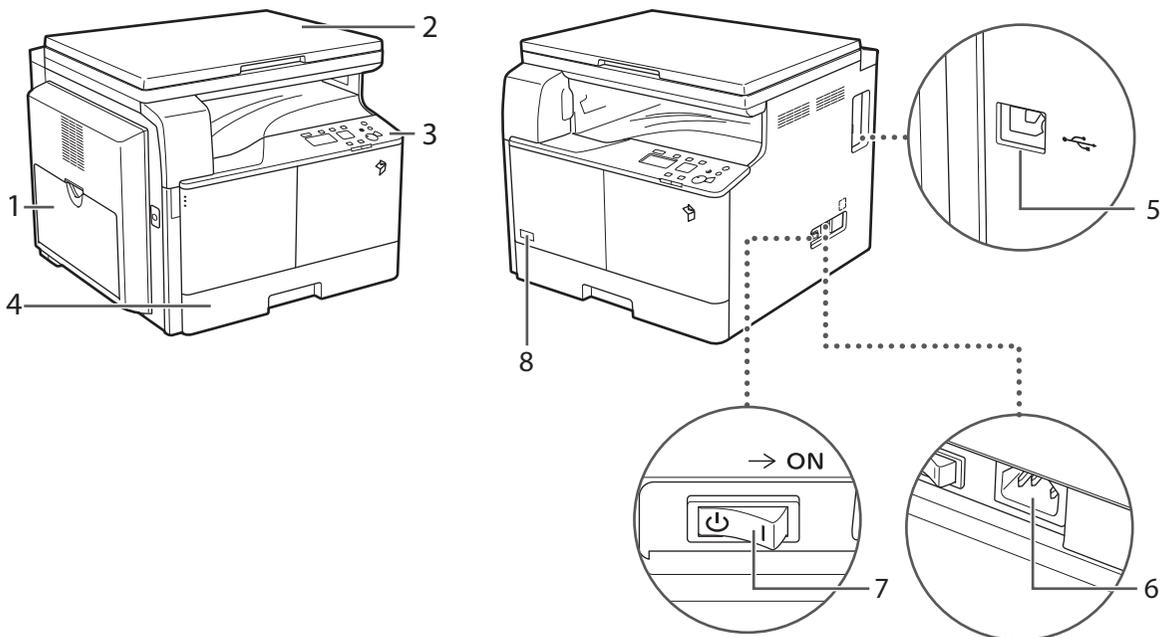
9 Main Power Switch

Press to the "I" side to turn the power ON.

10 Toner Code

This code indicates the type of genuine toner that can be used with the machine. Use toner with a code that includes the same letters as the code on the front cover of the machine.

For the imageRUNNER 2002:



1 Multi-Purpose Tray

Use the multi-purpose tray to feed paper manually, and for loading nonstandard paper stock, such as envelopes. (See e-Manual > Basic Operations.)

2 Platen Cover

The platen cover secures the originals placed on the platen glass.

3 Control Panel

Includes the keys, display, and indicators required for operating the machine.

4 Drawer 1

Holds up to 250 sheets of paper (80 g/m²).

5 USB Port

Use the USB port to connect the machine to a computer using a USB cable.

6 Power Socket

Connect the power cord.

7 Main Power Switch

Press to the "I" side to turn the power ON.

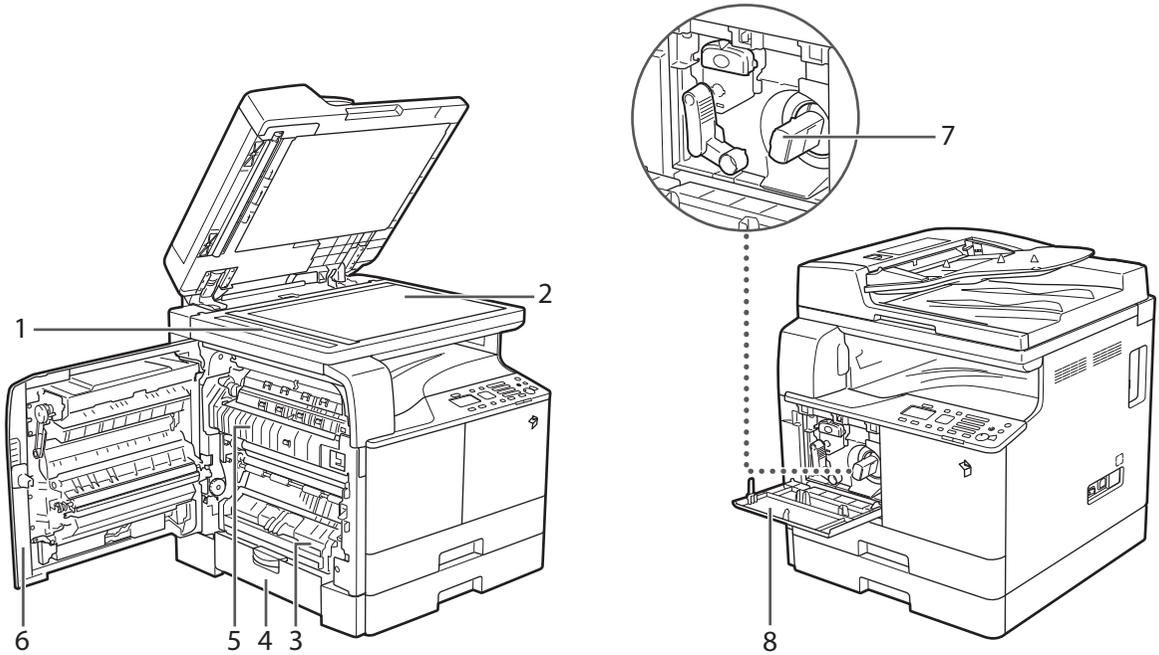
8 Toner Code

This code indicates the type of genuine toner that can be used with the machine. Use toner with a code that includes the same letters as the code on the front cover of the machine.

Internal View

For the imageRUNNER 2202N/2002N:

When the DADF-AM1 and Cassette Feeding Module-AB1 are attached:



1 Scanning Area

Originals placed in the feeder are scanned here.

2 Platen Glass

Use the platen glass when scanning books, thick originals, thin originals, transparencies, etc.

3 Drawer 1 Left Cover

Open this cover when clearing a paper jam in Drawer 1.

4 Drawer 2 Left Cover (Cover of the Optional Cassette Feeding Module-AB1)

Open this cover when clearing a paper jam in Drawer 2.

5 Fixing Unit

If a paper jam occurs in the fixing unit, remove the jammed paper carefully.

6 Left Cover

Open this cover to clear a paper jam inside the main unit.

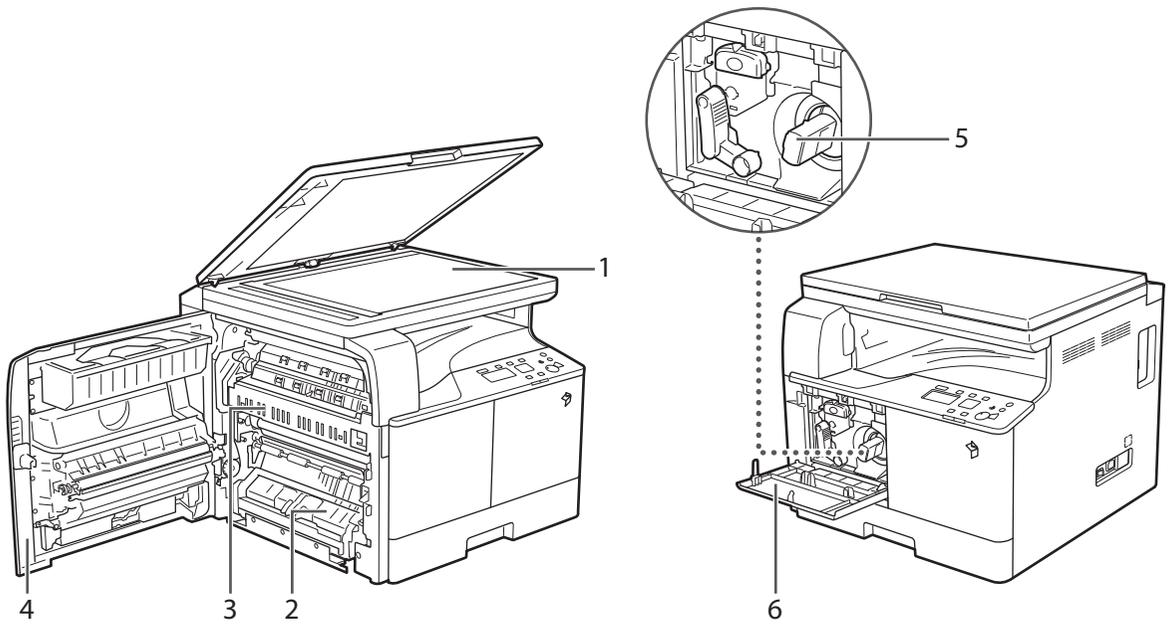
7 Toner Cartridge

When toner runs out, pull out the toner cartridge, and replace it with a new one.

8 Front Cover

Open this cover to replace the toner cartridge.

For the imageRUNNER 2002:



1 Platen Glass

Use the platen glass when scanning books, thick originals, thin originals, transparencies, etc.

2 Drawer 1 Left Cover

Open this cover when clearing a paper jam in Drawer 1.

3 Fixing Unit

If a paper jam occurs in the fixing unit, remove the jammed paper carefully.

4 Left Cover

Open this cover to clear a paper jam inside the main unit.

5 Toner Cartridge

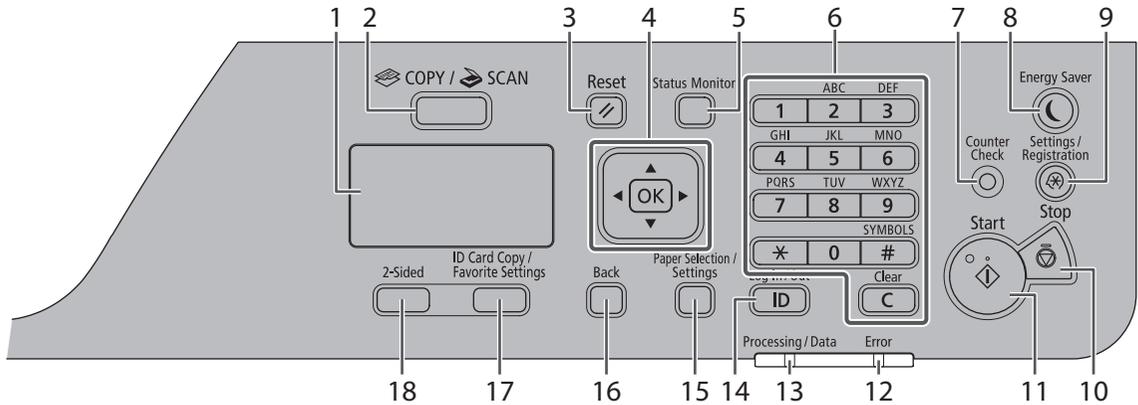
When toner runs out, pull out the toner cartridge, and replace it with a new one.

6 Front Cover

Open this cover to replace the toner cartridge.

Control Panel Parts and Functions

For the imageRUNNER 2202N/2002N:



1 Display

During normal operation, displays messages and prompts. When adjusting the settings, displays your selections, text, and numbers.

2 [COPY/SCAN] Key

Press to switch the mode to copy or scan.

3 [Reset] Key

Press to reset the settings.

4

[▲] Key: Press to scroll up or to increase the value.

[▼] Key: Press to scroll down or to decrease the value.

[◀] Key: Press to return to the previous screen, or move the cursor to the left.

[▶] Key: Press to proceed to the next screen, or move the cursor to the right.

[OK] Key: Press to confirm an action or setting.

5 [Status Monitor] Key

Press to view the status of jobs or cancel jobs.

6

Numeric keys ([0]-[9]): Press to enter characters and numbers.

[*] Key: Press to switch the character entry mode.

[#] Key: Press to enter symbols.

[C] Key: Press to delete entered characters and numbers.

7 [Counter Check] Key

Press this to display the total number of copies or prints (performed by the machine) on the display. You can also check the serial number of the machine (three letters and five numbers).

8 [Energy Saver] Key

Press to manually set or cancel the Sleep mode. The Energy Saver indicator lights green while in the Sleep mode.

9 [Settings/Registration] Key

Press to specify or register various settings.

10 [Stop] Key

Press to cancel jobs.

11 [Start] Key

Press to start a job.

12 [Error] Indicator

Flashes when an error occurs.

13 [Processing/Data] Indicator

Flashes when the device is in operation, is on when there is a job waiting to be processed.

14 [Log In/Out] Key

Press to log in/out when Department ID Management has been set.

15 [Paper Selection/Settings] Key

Press to select a paper source, such as a drawer or multi-purpose tray, and register paper size and type.

16 [Back] Key

Press to return to the previous screen.

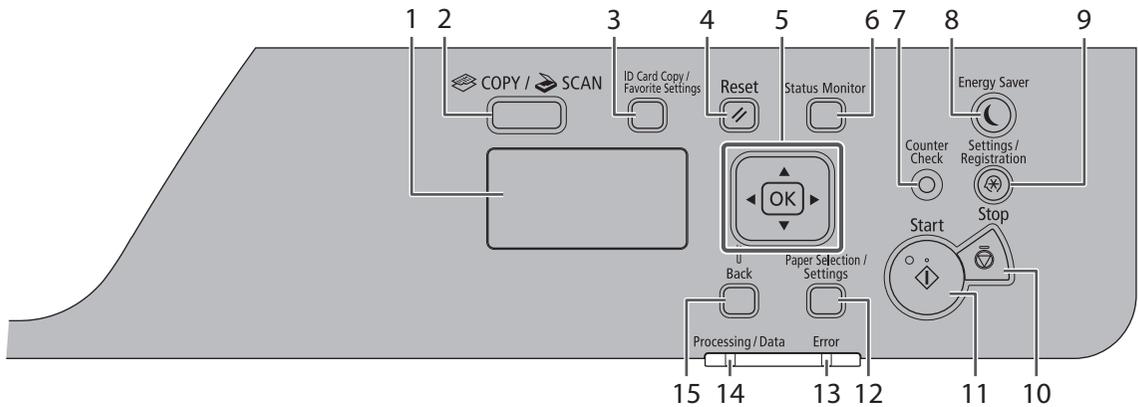
17 [ID Card Copy/Favorite Settings] Key

Press this to use ID Card Copy and Favorite settings.

18 [2-Sided] Key

Press to set 2-sided copies.

For the imageRUNNER 2002:



1 Display

During normal operation, displays messages and prompts. When adjusting the settings, displays your selections, text, and numbers.

2 [COPY/SCAN] Key

Press to switch the mode to copy or scan.

3 [ID Card Copy/Favorite Settings] Key

Press this to use ID Card Copy and Favorite settings.

4 [Reset] Key

Press to reset the settings.

5

[▲] Key: Press to scroll up or to increase the value.

[▼] Key: Press to scroll down or to decrease the value.

[◀] Key: Press to return to the previous screen, or move the cursor to the left.

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Press to start a job.

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Press to select a paper source, such as a drawer or multi-purpose tray, and register paper size and type.

13 [Error] Indicator

Flashes when an error occurs.

14 [Processing/Data] Indicator

Flashes when the device is in operation, is on when there is a job waiting to be processed.

15 [Back] Key

Press to return to the previous screen.

Main Power and Energy Saver Key

This section describes how to use the main power switch and the Energy Saver key.

How to Turn ON the Main Power

This section explains how to turn ON the main power.

IMPORTANT

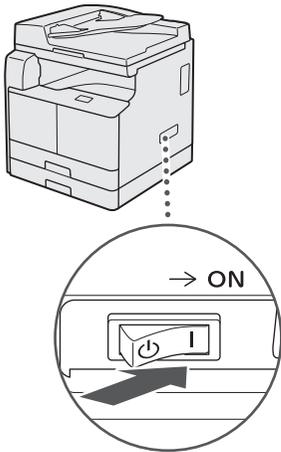
If you want to turn OFF the main power and then back ON again, wait for at least 10 seconds before turning ON the main power.

01 Make sure that the power plug is firmly inserted into the power outlet.

WARNING

Do not connect or disconnect the power cord with wet hands, as this may result in electrical shock.

02 Press the main power switch located on the right side of the machine to the "I" side.



NOTE

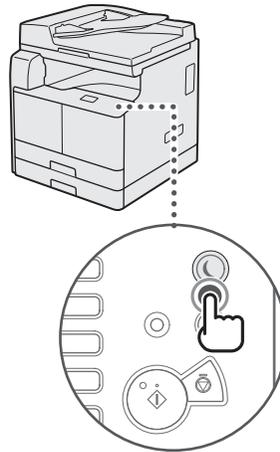
- The response of the buttons and keys may not be optimal immediately after you turn ON the main power of the machine.
- For the imageRUNNER 2202N/2002N:
If you are using Department ID Management, see e-Manual > Basic Operations.

Energy Saver Key

You can press  (Energy Saver) to make the machine enter the Sleep mode and reduce power consumption.

If the machine is idle for a certain period of time, the machine will enter the Auto Sleep mode to minimize energy consumption.

Press  (Energy Saver) to cancel the Sleep mode and resume normal machine operations.

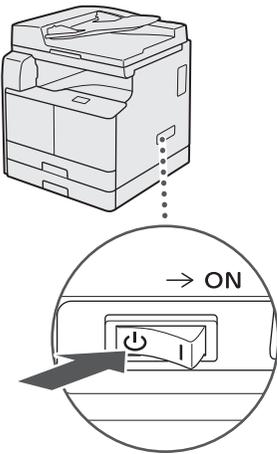


NOTE

The machine can print documents from a personal computer when it is in the Sleep mode.

Shutting Down the Machine

01 To safely turn OFF the machine's main power, press the main power switch located on the right side of the machine to the "O" side.



IMPORTANT

The machine may take some time to completely shutdown.

If the main power is turned OFF during scanning or printing, a paper jam may occur.

Setting Up the Connection

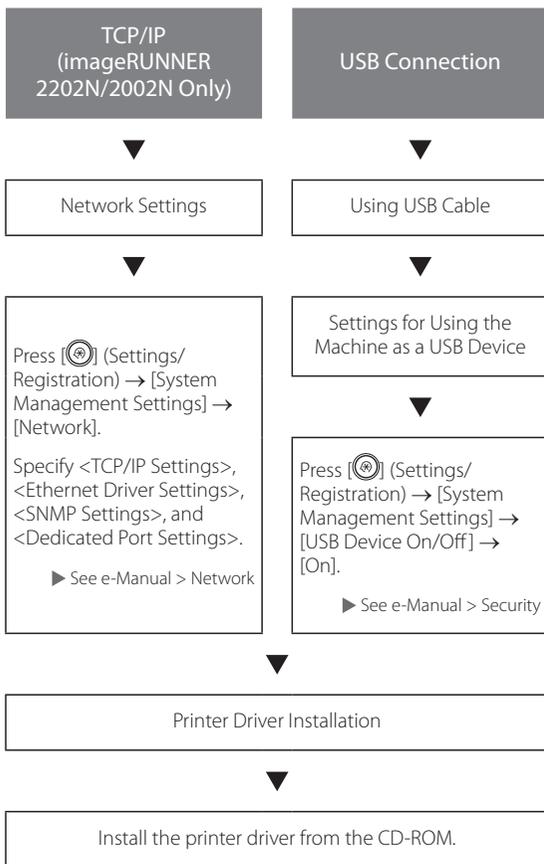
This section describes how to connect the machine to a computer or network, and the types of connection and cables available for use.

IMPORTANT

- External USB devices (i.e. memory, keyboard, mouse, etc.) are not supported.
- When using the imageRUNNER 2202N/2002N, you can connect the machine to a computer with the included USB cable or through a network.
- When using the imageRUNNER 2002, a USB cable is not included in this package. Please obtain a suitable cable for your computer.

Settings Flowchart

Network/USB Connection



Connecting to a USB Interface

When using the imageRUNNER 2202N/2002N, you can connect the machine to a computer with the included USB cable.

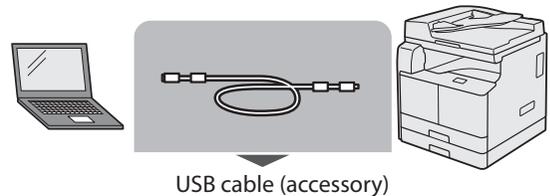
When using the imageRUNNER 2002, provide a USB cable to connect the machine directly to the computer.

The machine is USB 2.0 high-speed* compatible. The printer driver, USB class driver, and utilities that match the operating system on your computer must be installed.

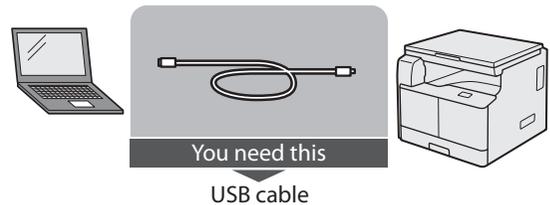
For more information on installing the driver through USB connection, see the e-Manual.

This depends on the specifications of the operating system of your computer.

For the imageRUNNER 2202N/2002N:



For the imageRUNNER 2002:



CAUTION

- Before you connect the USB cable to the machine while the main power switch is ON, make sure the ground line is connected. If the ground line is not connected, connecting the USB cable to the machine while the main power switch is ON may result in electric shock.
- If you connect or disconnect the USB cable while the main power switch is ON, do not touch the metal parts around the connector, otherwise this may result in electric shock.

IMPORTANT

- Do not connect or disconnect the USB cable in the following situations (otherwise poor operation of your computer or machine may result):
 - When installing the driver
 - When the computer is booting up
 - When printing
- If you disconnect the USB cable with the computer or machine's main power switch ON, always wait at least 10 seconds before reconnecting the cable. Immediately reconnecting the cable may result in poor operation of your computer or machine.
- If the machine is connected to a computer via the USB cable, you will not be able to use certain utilities.
- If you connect the machine to a computer with the USB cable, set <USB Device On/Off> (System Management Settings) to 'On'. (See e-Manual > Security)

NOTE

- With a USB connection, you cannot use the Remote UI.
- The appropriate USB interface for Windows XP/Vista/7/8 is USB 2.0 Hi-Speed/USB Full-Speed (USB 1.1 equivalent). For Mac OS X 10.3.2 or earlier is USB Full-Speed (USB 1.1 equivalent) and Mac OS X 10.3.3 or later is USB 2.0 Hi-Speed/USB Full-Speed (USB 1.1 equivalent). For more information, consult your local authorized Canon dealer.

Connecting to a Network (imageRUNNER 2202N/2002N Only)

The machine can connect to a TCP/IP network. The machine supports both 10BASE-T and 100BASE-TX connections that can be used in most LANs.

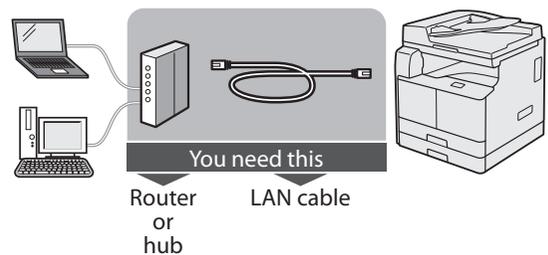
Using Ethernet

Connect the machine's RJ-45 port to a hub port using a Category 5 (or higher) twisted pair LAN cable.

CAUTION

When connecting the interface cable or network cable, be sure to observe the following precautions in order to avoid electric shock.

- Turn OFF the main power switch before disconnecting the power cord from the power outlet. (See e-Manual > Before You Start Using This Machine.)
- Turn OFF the computer and disconnect the power cord from the power outlet.



IMPORTANT

You cannot use the machine as a repeater, bridge, or gateway.

NOTE

- The machine can automatically detect the Ethernet speed (10Base-T or 100Base-TX).
- If you are using a mixed 10Base-T/100Base-TX environment, devices on the network (hubs, routers, etc.) must support the mixed environment. For more information, consult your local authorized Canon dealer.
- After connecting the network cable, perform the following operations. (For more information, see the relevant descriptions.)
 - Set the System Management Settings. (See e-Manual > Security.)
 - Set the network settings. (See e-Manual > Network.)
 - Install the printer driver if necessary. (See the e-Manual.)

Before Using the Machine as a Printer or Scanner

This section describes how to install the MF Driver (printer driver and scanner driver) and the MF Toolbox.

System Requirements (Print)

The following system environments are necessary in order to use the printer driver.

NOTE

Supported operating systems may differ according to the printer driver version used.

■ Software

- Operating Systems:
 - Microsoft Windows XP
 - Microsoft Windows Vista
 - Microsoft Windows 7
 - Microsoft Windows 8
 - Microsoft Windows Server 2003
 - Microsoft Windows Server 2008
 - Microsoft Windows Server 2012
 - Mac OS X 10.5.8 or later

■ Hardware

- Computer:
 - Any computer that runs the above systems
- Memory:
 - The amount of memory required to run the above systems correctly

System Requirements (Scan)

The following system environments are necessary in order to use the scanner driver.

■ Software:

- Operating Systems:
 - Microsoft Windows XP
 - Microsoft Windows Vista
 - Microsoft Windows 7
 - Microsoft Windows 8
 - Mac OS X 10.5.8 or later

■ Hardware:

- Computer
 - Any computer that runs the above systems
 - A computer connected to LAN, or a computer that is a USB with an installed USB class driver.

IMPORTANT

For the imageRUNNER 2202N/202N
If you want to use the machine as a remote scanner, it must be connected to a computer over an IPv4 network.

NOTE

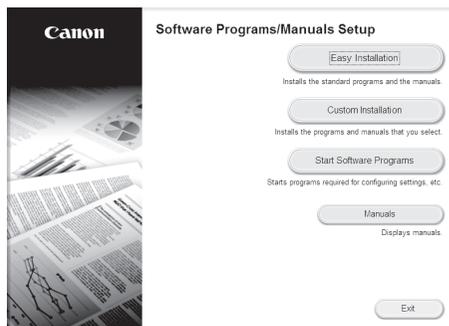
- When scanning a large number of images or images containing large amounts of image data, an insufficient memory error or notable loss of scanning speed may occur. If this happens, the following procedures should prove useful:
 - Increase the amount of hard disk space by deleting or otherwise appropriately processing unnecessary files on the hard disk etc. to ensure sufficient hard disk space.
 - Rescan with reduced resolution.
 - Increase the amount of RAM.
 - Increase the amount of virtual memory to the highest possible.
 - Divide originals into several sets and then scan them separately.

Installation

The MF driver is installed from the Software CD-ROM.

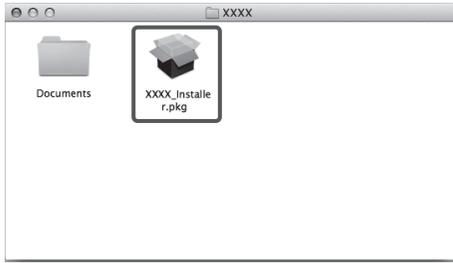
For details about the installation procedure, see the e-Manual.

■ CD-ROM Menu (Windows):



■ To Start Installation (Macintosh):

In the installation folder, double-click the installation icon.



■ To Display the Guide (Macintosh):

In the installation folder, double-click [Documents] → [english] → [Print]/[Scan] → [Guide] → "index.html" icon.



Setting Up the Printer Configuration

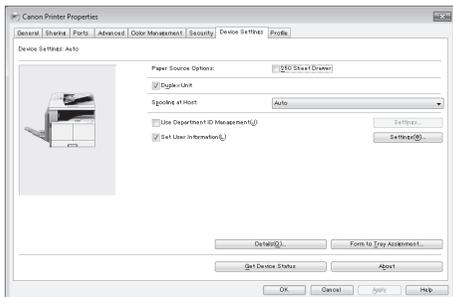
To correctly use the functions of this product, you must set the printer options using the printer driver.

■ For Windows

Printer options are set from the [Device Settings] sheet of the printer driver.

The [Device Settings] sheet is displayed by right-clicking the icon of the printer you are using in the [Printers], [Printers and Faxes], or [Devices and Printers] folder, and selecting [Properties] or [Printer Properties], and then the [Device Settings] tab.

See the help for details about the setup procedure.



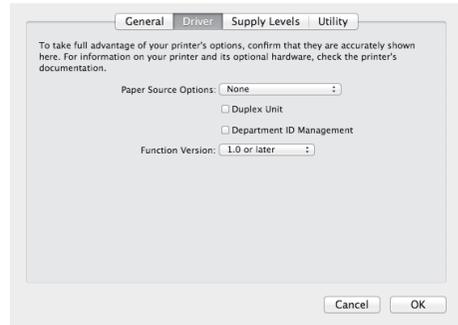
■ For Macintosh

Printer options are set from the [Driver]/[Option] sheet in the [Print & Fax] dialog box.

The [Driver] sheet is displayed by the following procedure:

Click [Print & Fax], [Print & Scan], or [Printers & Scanners] on [System Preferences] → select your printer → click [Options & Supplies] → click [Driver] or [Options].

For more information, see the Canon UFR II/UFR II LT Printer Driver Guide.

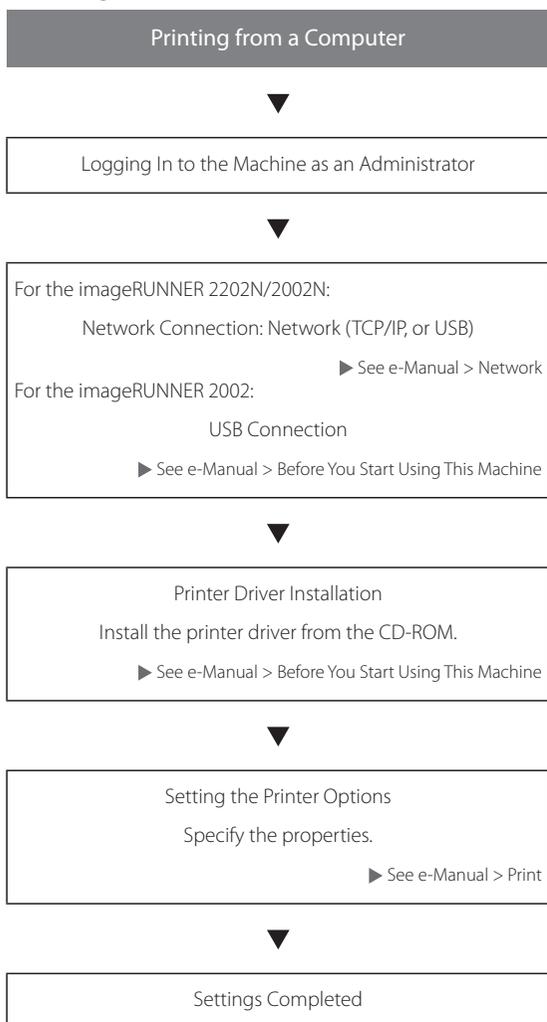


Flow of Settings for Using the Desired Functions

Flow of Settings for Using Printing Functions

The following operations and settings are required to print from a computer with the machine.

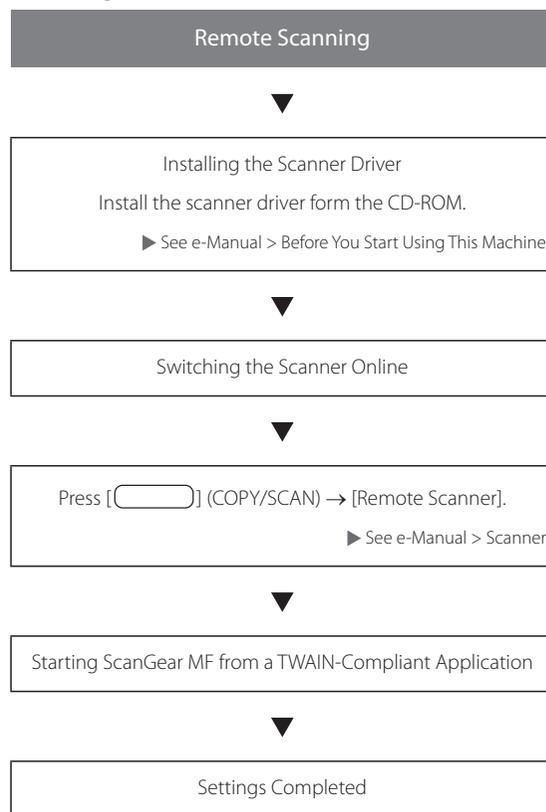
■ Settings Flowchart



Flow of Settings for Using Remote Scan Functions

The following operations and settings are required to use the machine as a scanner.

■ Settings Flowchart



2

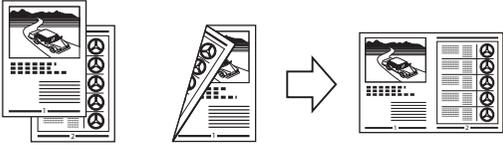
Basic Operations

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Operating the Machine from a Computer (Remote UI) (For the imageRUNNER 2202N/2002N).....	37

What This Machine Can Do

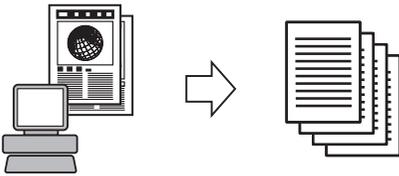
The imageRUNNER 2202N/2002/2002N incorporates a rich array of input and output features that can greatly enhance your efficiency. Equipped with features that meet the needs of document work in a digitized office, the imageRUNNER 2202N/2002/2002N represents the ultimate in a digital multitasking machine.

■ Copy



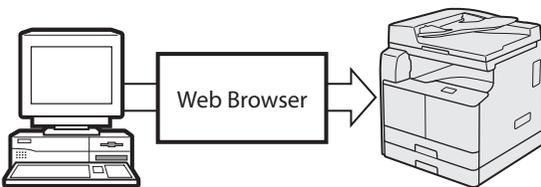
In addition to normal copying functions, convenient new functions, such as N on 1, which enables you to automatically reduce two- or four-page originals to fit on the selected paper size, are provided to increase your productivity.

■ Printing



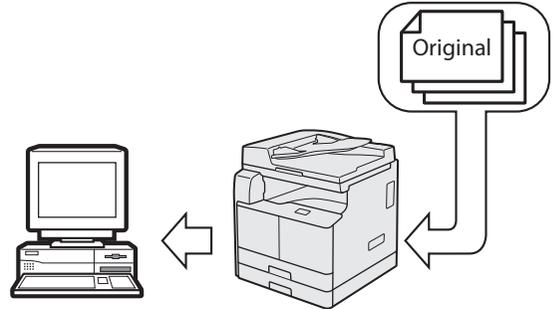
This machine uses UFR II LT (Ultra Fast Rendering II LT) Technology, which utilizes a newly invented printing algorithm to minimize file processing and achieve maximum performance.

■ Remote UI (imageRUNNER 2202N/2002N Only)



You can control functions, such as confirming the status of the machine, and job operations, all from your computer's Web browser.

■ Remote Scanning

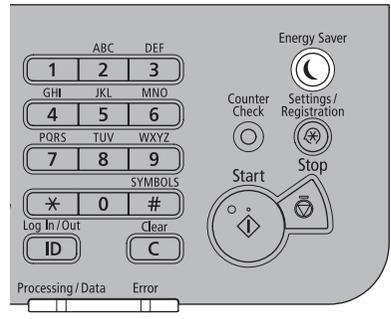


Exporting data to a computer Scanning Image Data

The Remote Scan function enables you to use the imageRUNNER 2202N/2002/2002N as a conventional scanner. You can scan a document using the machine, and read the data in an application you are using on your computer.

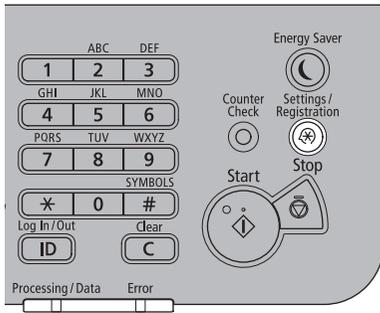
■ Convenient Functions

- Energy Saver Key



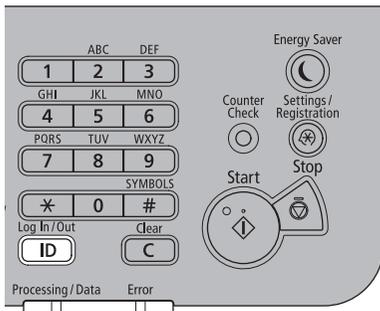
You can press [Energy Saver] (Energy Saver) to make the machine enter the Sleep mode and reduce power consumption. If the machine is idle for a certain period of time, the machine will enter the Auto Sleep mode to minimize energy consumption.

- Settings/Registration Key



The Settings/Registration menu enables you to make common settings related to many functions of the machine, as well as customize specific functions to suit your needs. You can access the menu by pressing [Ⓜ] (Settings/Registration).

- ID (Log In/Out) Key (imageRUNNER 2202N/2002N Only)



You can protect the machine from unauthorized access by setting Department ID Management. If Department ID Management is enabled, only the users who enter the correct Department ID and password can gain access to the machine. If Department ID Management is set, press [ID] (Log In/Out) to log in before using the machine.

Placing Originals

Place your originals on the platen glass or into the feeder, depending on the size and type of the original, and the copy modes you want to use.

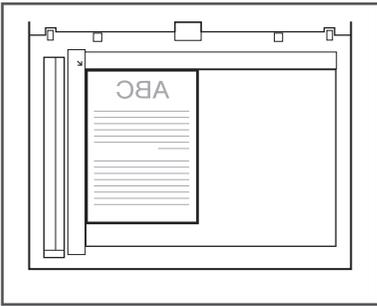
NOTE

The optional feeder (DADF-AM1) can only be attached to the imageRUNNER 2202N/2002N.

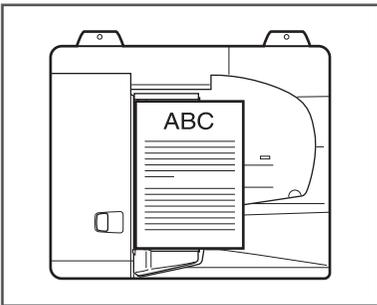
Orientation

You can place an original either vertically or horizontally. Always align the top edge of your original with the back edge of the platen glass (by the arrow in the top left corner), or with the back edge of the feeder.

■ Platen Glass



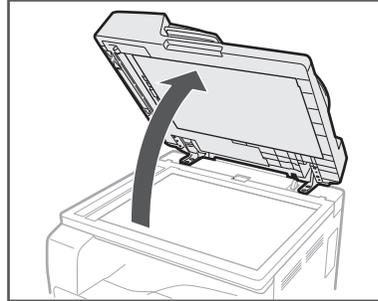
■ Feeder (imageRUNNER 2202N/2002N Only)



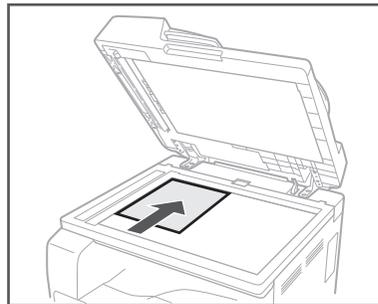
Platen Glass

You should use the platen glass when copying bound originals (such as books and magazines), heavy or lightweight originals, and transparencies. When copying ID cards using the ID Card Copy function, you must use the platen glass.

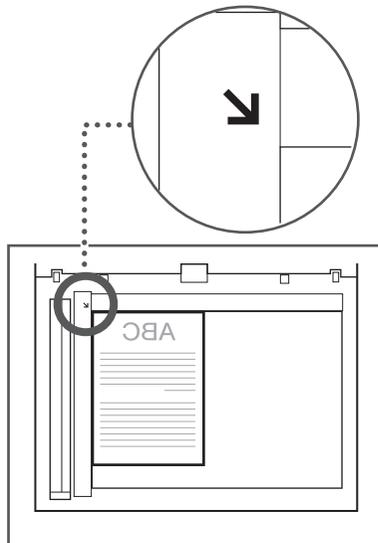
01 Lift the feeder/platen cover.



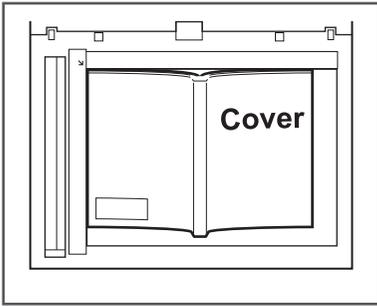
02 Place your original face down.



The original that you want to copy must be placed face down. Align the top edge of your original with the back edge of the platen glass (by the arrow in the top left corner).



Place books and other bound originals on the platen glass in the same way as described above.



03 Gently close the feeder/platen cover.

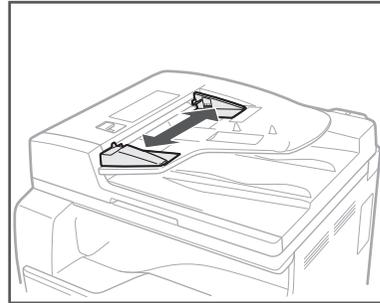
CAUTION

- Close the feeder/platen cover gently to avoid catching your hands, as this may result in personal injury.
- Do not press down hard on the feeder/platen cover when using the platen glass. Doing so may damage the platen glass and result in personal injury.

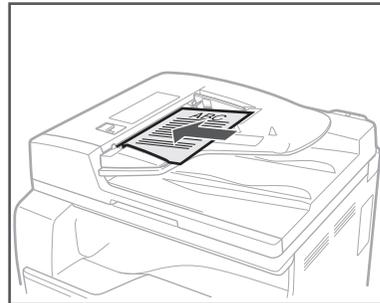
Feeder (DADF-AM1) (Optional) (imageRUNNER 2202N/2002N Only)

You should use the feeder when you want to copy several originals at a time. With the feeder, the machine automatically feeds the originals to the scanning area and scans them. If you are copying in the 2-Sided mode, two-sided originals can also be automatically turned over and scanned as two-sided documents.

01 Adjust the slide guides to fit the size of your originals.



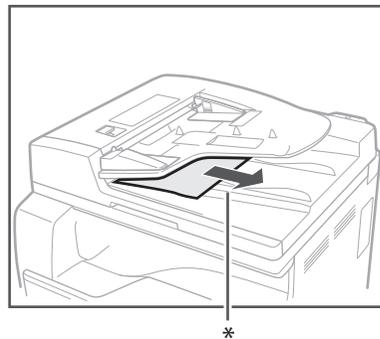
02 Neatly place your originals with the side to be copied face up into the original supply tray.



Place your originals as far into the feeder as they will go.

IMPORTANT

- Do not add or remove originals while they are being scanned.
- When scanning is complete, remove the originals from the original output area to avoid paper jams.



* Original Output Area

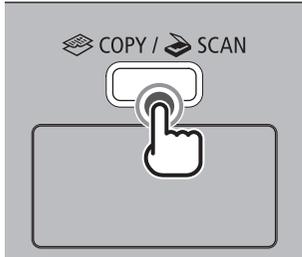
Basic Copying

This section describes the flow of basic copy operations. For more details, see e-Manual > Copy.

NOTE

The optional feeder (DADF-AM1) can only be attached to the imageRUNNER 2202N/2002N.

01 Press [COPY/SCAN] (COPY/SCAN).



For the imageRUNNER 2202N/2002N:

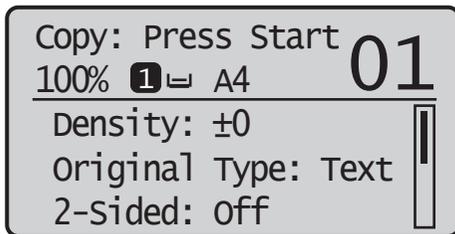
If a log in screen for Department ID Management appears, you must enter the applicable authentication information (ID, password/PIN).

02 Place your originals.

NOTE

For help, see e-Manual > Basic Operations.

03 Specify the desired copy settings.



NOTE

For more information on specifying copy settings, see e-Manual > Copy.

04 Enter the required number of copies.

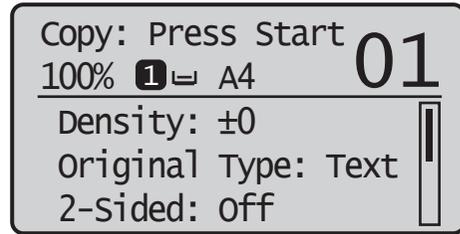
For the imageRUNNER 2202N/2002N:

Enter the copy quantity (1 to 99) using numeric keys.

For the imageRUNNER 2002:

Press [▲] or [▼] to highlight <Number of Copies>, and then press [OK].

Press [▲] or [▼] to enter the required number of copies (1 to 99).



05 Press [Start].

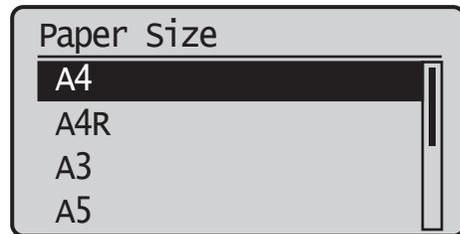
■ If the original is placed in the optional feeder:

Copying starts.

- Proceed to step 6.

■ If the original is placed on the platen glass:

- Use [▲] or [▼] to select the size of the placed original → press [OK].



Copying starts.

06 If you want to start copying the next original while printing for the current job is in progress, repeat steps 2 to 5.

07 When copying is complete, remove your originals.

For the imageRUNNER 2202N/2002N:

If a login service such as Department ID Management has been set, press [ID] (Log In/Out) to log out.

Basic Printing

This section describes the flow of basic printing operations. For more details, see e-Manual > Print.

NOTE

To print from a computer, you must set the machine configurations and install the printer driver in the computer. For instructions on setting the machine configurations, and installing the printer driver, see e-Manual > Before You Start Using This Machine.

01 On the computer desktop, open the document that you want to print from the application.

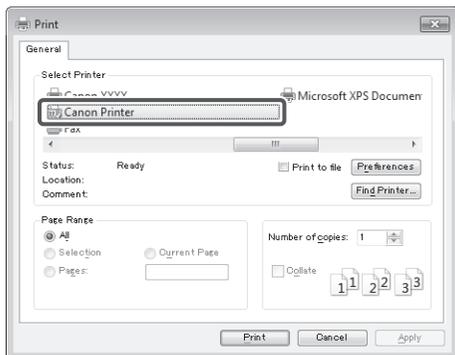
02 Click the [File] menu → select [Print].

NOTE

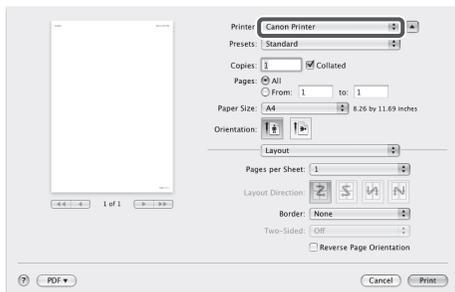
The procedure for displaying the [Print] dialog box may vary, depending on the application used.

03 On the [Print] dialog box, select your printer from [Name] → specify the print settings that suit your preferences.

■ For Windows



■ For Macintosh



04 Click [OK] to start printing.

Canceling a Job

There are several ways to cancel a job. This section describes how to cancel a job using the Stop key and using the Status Monitor screen. For more details, see e-Manual > Status Monitor.

Using the Stop Key

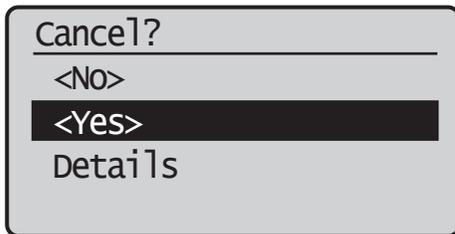
You can cancel a copy, print, or remote scan job using the Stop key.

01 Press [⏹] (Stop).

If only one job is processing or waiting, you can stop the job by pressing [⏹] (Stop) twice.

02 When multiple jobs are being processed, press [▲] or [▼] to highlight a job to be canceled → press [OK].

03 When <Cancel?> appears, press [▲] or [▼] to highlight <Yes> → press [OK].

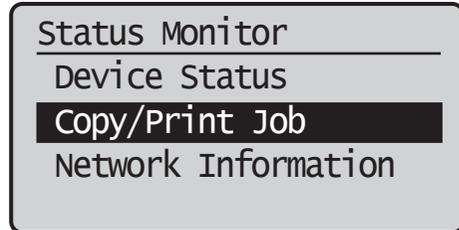


Using the Status Monitor Screen

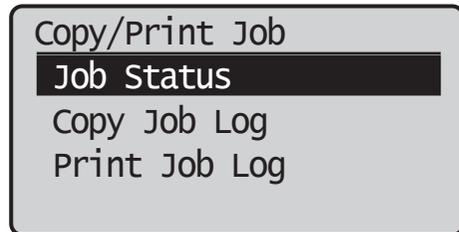
You can cancel a copy or print job from the Status Monitor screen during printing or while it is waiting to be processed.

01 Press [□] (Status Monitor).

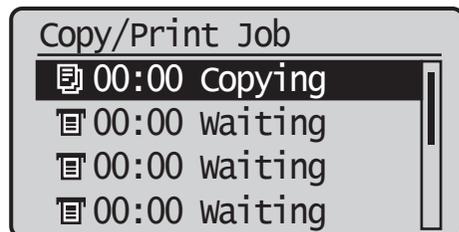
02 Use [▲] or [▼] to highlight <Copy/Print Job> → press [OK].



03 Use [▲] or [▼] to highlight <Job Status> → press [OK].

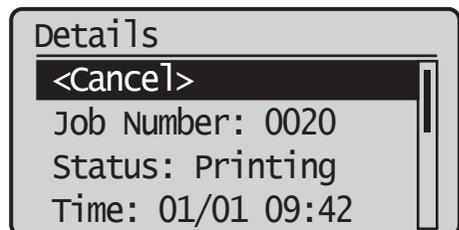


04 Use [▲] or [▼] to highlight the job you want to cancel → press [OK].

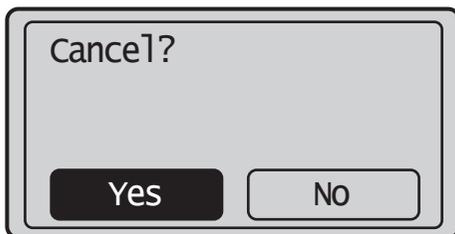


If there is only one job, just press [OK].

05 Use [▲] or [▼] to highlight <Cancel> → press [OK].



06 Use [◀] to highlight <Yes> → press [OK].



If you do not want to cancel the job, select <No> to return to the previous display.

Repeat steps 4 to 6 to cancel another job.

07 Press [↻] (Reset) to return to the Standby display.

Basic Remote Scanning

Remote Scanning is a scanning method in which scans are loaded to a TWAIN-compliant application (such as Adobe Photoshop, Adobe Acrobat, and Microsoft Word/Excel/PowerPoint 2000 or later) on your computer desktop. This section describes the flow of basic remote scanning operations. For more details, see e-Manual > Scanner.

NOTE

Before remotely scanning your originals, you must set the machine configurations, and install the scanner driver in the computer. For more information, see the e-Manual.

01 Press [] (COPY/SCAN).

For the imageRUNNER 2202N/2002N:

If a log in screen for Department ID Management appears, you must enter the applicable authentication information (ID, password/PIN).

02 Place your originals.

NOTE

For help, see e-Manual > Basic Operations.

03 If you are scanning for the first time after the driver installation, select the ScanGear MF as the scanner to be used.

04 Open a TWAIN-compliant application on your computer desktop.

05 Select the command to start scanning operation (such as [Scan New] or [Acquire]).

NOTE

For help, see the documentation provided with your application.

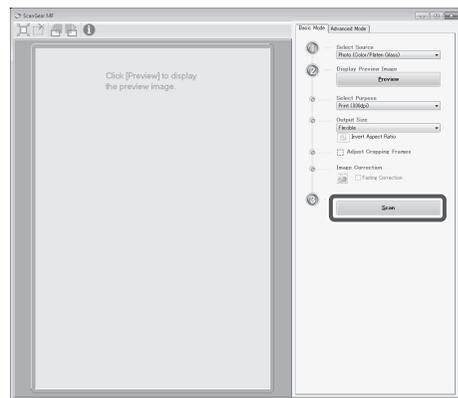
06 Specify the scan settings that suit your preferences.

NOTE

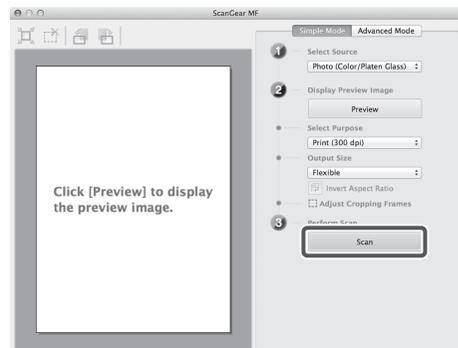
For help, see e-Manual > Scanner.

07 Click [Scan].

■ For Windows



■ For Macintosh



When scanning is complete, the ScanGear MF Main Window closes, and the scanned image is transferred to the application.

08 When scanning is complete, remove your originals.

For the imageRUNNER 2202N/2002N:

If a login service such as Department ID Management has been set, press [ID] (Log In/Out) to log out.

Operating the Machine from a Computer (Remote UI) (For the imageRUNNER 2202N/2002N)

The Remote UI (User Interface) is preinstalled software in the machine that enables you to access the machine's functions by using your computer's Web browser. For example, the Remote UI enables you to access the machine to check job status, execute jobs, and specify various settings. For more details, see e-Manual > Remote UI.

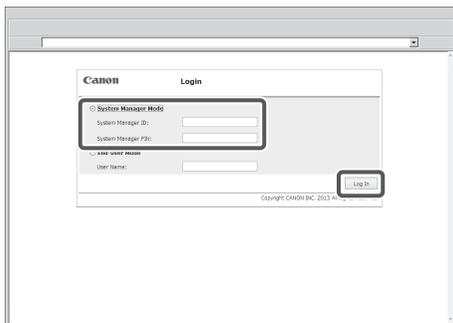
NOTE

- This function can only be used with the imageRUNNER 2202N/2002N.
- To log in as the administrator using the Remote UI, you must specify the network connection settings in advance. For instructions on specifying the network connection settings, see e-Manual > Before You Start Using This Machine.
- For information on necessary system environment and preparation to start the Remote UI, see e-Manual > Remote UI.

01 Start the Web browser on your computer.

02 Enter 'http://<IP address or host name of the machine>' in [Address].

03 Enter the System Manager ID and System Manager PIN → click [Log In].



You are now logged in to the machine as an administrator.

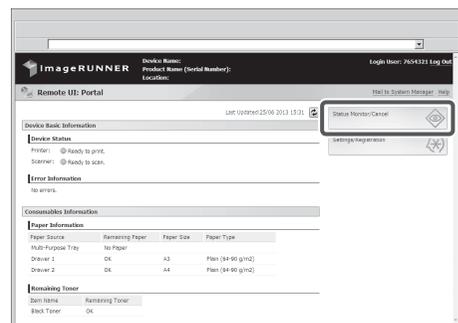
To login as an end user, click [End-User Mode].

If a login service such as Department ID Management has been set, enter the appropriate login information.

04 Check the job status and specify the settings.

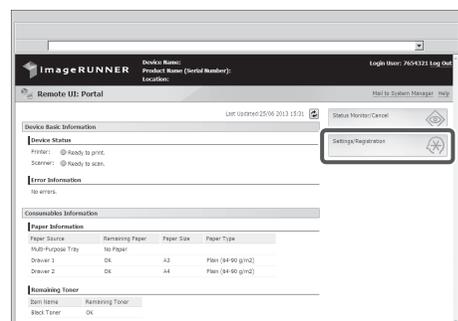
■ To check the job status:

- Click [Status Monitor/Cancel].



■ To specify the settings:

- Click [Settings/Registration].



3

Maintenance and Troubleshooting

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Loading Paper

This section describes how to load paper.

Loading Paper into a Drawer

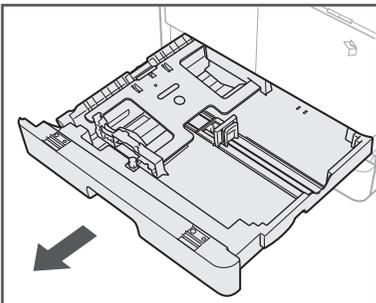
CAUTION

Take care not to cut your hands on the edges of the paper when loading it into the machine.

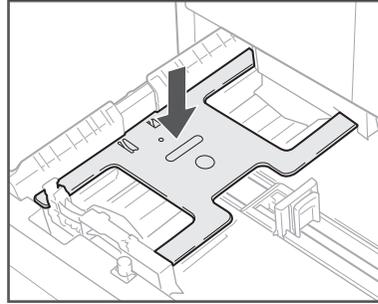
IMPORTANT

- Do not load nonstandard size paper into the drawers.
- Do not load the following types of paper into the drawers, as this may cause paper jams:
 - Severely curled or wrinkled paper
 - Lightweight straw paper: less than approximately 64 g/m²
 - Transparencies
 - Heavy paper 1
 - Heavy paper 2
 - Bond paper
 - Envelopes
 - Labels
 - Paper on which color images have been copied (Do not copy on the reverse side of this paper either.)
 - Paper which has been printed on using a thermal transfer printer (Do not print on the reverse side of this paper either.)
- Fan the stack of paper well before loading it, and align the edges of the paper stack on a flat surface.
- Never place paper or any other items in the empty part of the drawer next to the paper stack. Doing so may cause paper jams.

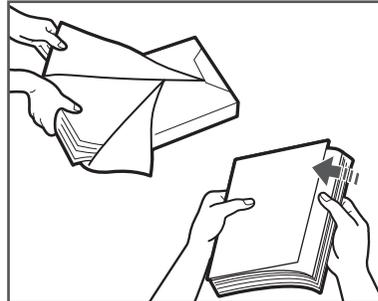
01 Grip the handle of the drawer and pull out the drawer until it stops.



02 Push down the metal plate to lock it.



03 Open a package of paper, and take out the paper stack from the package.



CAUTION

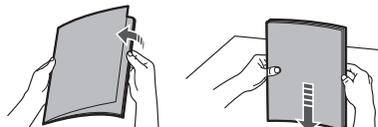
Take care not to cut your hands on the edges of the paper when loading it into the machine.

IMPORTANT

Rewrap any remaining paper in its original package, and store it in a dry place, away from direct sunlight.

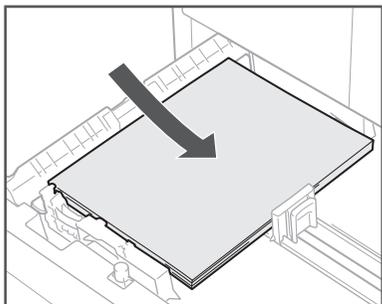
NOTE

- For high-quality printouts, use paper recommended by Canon.
- Before loading paper, always fan the sheets several times, and align the edges to facilitate feeding.



04 Load the paper stack into the drawer.

Even out the edges of the paper stack. Load the paper stack against the end guide of the drawer.

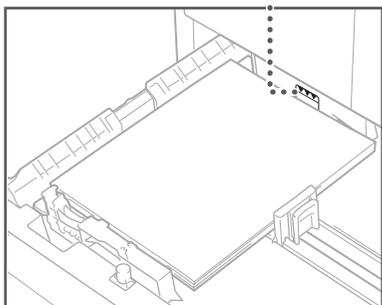
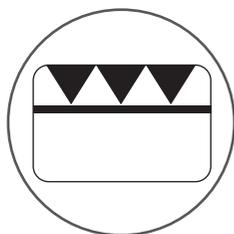


When loading paper into the drawer for the first time, set the slide guides for the paper being loaded. (See "Adjusting a Drawer to Hold a Different Paper Size (Drawer 1)," on p.42.)

When loading paper into the drawer, make sure that the paper size setting of the drawer matches the size of the paper that is being loaded. (See "Adjusting a Drawer to Hold a Different Paper Size (Drawer 1)," on p.42.)

IMPORTANT

- Rolled or curled paper must be straightened out prior to use.
- Make sure that the height of the paper stack does not exceed the loading limit mark at the back of the drawer and the corners are below the paper size guide clips.

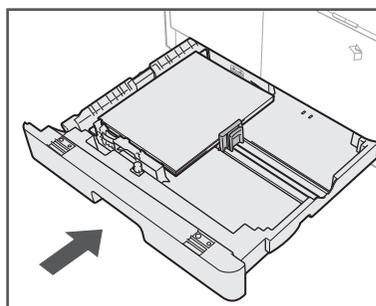


- Make sure that the slide guides are set correctly. If the guides are set on a wrong position, paper jams or dirty prints may occur, or the inside of the machine may get dirty.

NOTE

- Each drawer holds about 250 sheets of paper (80 g/m²).
- If there are instructions on the package of paper about which side of the paper to load, follow those instructions.
- When the paper is loaded into the drawer, the side facing up is the one printed on.
- If problems occur, such as poor print quality or paper jams, try turning the paper stack over, and reload it.
- For more information on the print direction of preprinted paper (paper which has logos or patterns already printed on it), see e-Manual > Basic Operations.

05 Gently push the drawer back into the machine until it clicks into place in the closed position.



CAUTION

When returning the drawer to its original position, be careful not to get your fingers caught, as this may result in personal injury.

IMPORTANT

You will not be able to make copies or prints if you load paper that exceeds the loading limit, or if the drawer is not completely pushed into the machine. Always check that the drawers are in place, and that the paper does not exceed the loading limit.

NOTE

If paper runs out during copying or printing, load a new paper stack, and follow the instructions on the display. The machine automatically restarts, and produces the remaining copies or prints.

06 Specify the size and type of paper you loaded.

See e-Manual > Basic Operations.

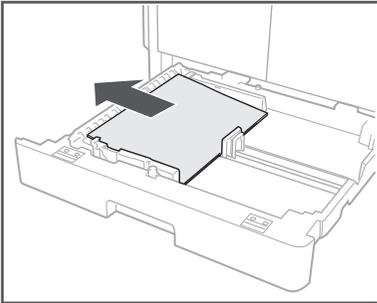
Adjusting a Drawer to Hold a Different Paper Size (Drawer 1)

If you want to change the size of paper in a drawer, follow the procedure described below to adjust the drawer guides.

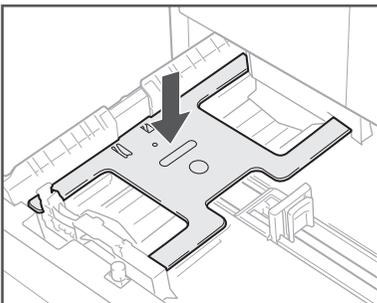
For the imageRUNNER 2202N/2002N:

For information on changing the paper size of the optional Cassette Feeding Module-AB1, see e-Manual > Maintenance.

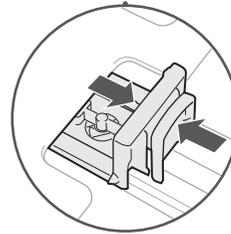
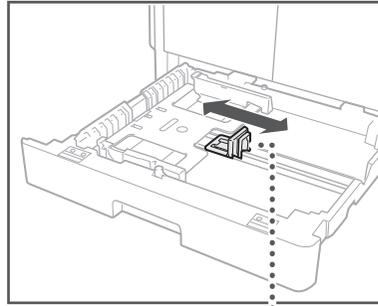
01 Pull out the drawer 1, and remove all the loaded paper.



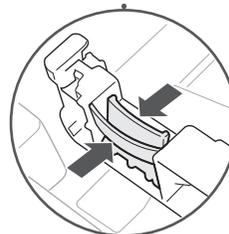
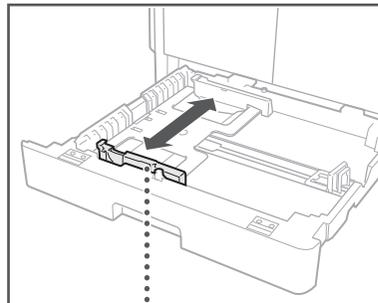
Push down the metal plate to lock it.



02 Slide the right guide while squeezing it on the top to align it with the mark for the desired paper size.



03 Slide the front guide while squeezing it on the top to align it with the mark for the desired paper size.



IMPORTANT

Slide the guides until they click into place. It is also necessary to adjust the guides correctly to avoid causing a paper jam, dirty prints, or making the inside of the machine dirty.

04 Load the appropriate size paper into the drawer 1.

 **CAUTION**

Take care not to cut your hands on the edges of the paper when loading it into the machine.

05 Gently push the drawer 1 back into the machine until it clicks into place in the closed position.

 **CAUTION**

When returning the drawer to its original position, be careful not to get your fingers caught, as this may result in personal injury.

06 Specify the size and type of paper you loaded.

See e-Manual > Basic Operations.

Consumables

The following consumables are available from Canon. For more information, contact your local authorized Canon dealer. We recommend that you order paper stock and toner from your local authorized Canon dealer before your stock runs out.

Recommended Paper

In addition to plain paper, recycled paper, color paper, transparencies (recommended for this machine), labels, and other types of paper stock are available.

CAUTION

Do not store paper in places exposed to open flames, as this may cause the paper to ignite, resulting in burns or a fire.

IMPORTANT

- Some commercially available paper types are not suited for this machine. Contact your local authorized Canon dealer when you need to purchase paper.
- To prevent moisture build-up, tightly wrap any remaining paper in its original package for storage.

NOTE

For high-quality printouts, use paper recommended by Canon.

Purchase Information

If you scan and register the documentation of your local authorized Canon dealer (business card, information, etc.) you can easily check their contact information when you need to purchase or replace consumables such as toner. For more information on registering/deleting purchase information for consumables, see e-Manual > Maintenance.

Toner



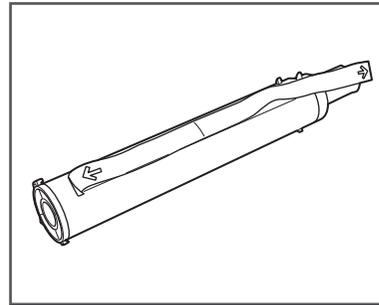
Confirm that the code on the front cover of the machine and the one on the package of the genuine toner are the same.

If a message prompting you to replace the toner cartridge appears on the display, replace the used toner cartridge with a new one.

Use only toner cartridges intended for use with this machine.

For optimum print quality, using Canon genuine toner is recommended.

Product Name	Supported Canon Genuine Toner
imageRUNNER 2202N/2002/2002N	Canon NPG-59 Black Toner



WARNING

- Do not burn or throw used toner cartridges into open flames, as this may cause the toner remaining inside the cartridges to ignite, resulting in burns or a fire.
- Do not store toner cartridges in places exposed to open flames, as this may cause the toner to ignite, resulting in burns or a fire.
- If you accidentally spill or scatter toner, carefully wipe up the loose toner with a damp, soft cloth and avoid inhaling any toner dust. Do not use a vacuum cleaner that is not equipped with safety measures to prevent dust explosions to clean up loose toner. Doing so may cause damage to the vacuum cleaner or result in a dust explosion due to static discharge.

CAUTION

Keep toner out of the reach of small children. If toner is ingested, consult a physician immediately.

IMPORTANT

- Store toner cartridges in a cool location, away from direct sunlight. (The recommended storage conditions are temperatures below 30°C and humidity below 80%.)
- Do not store toner cartridges in an upright position.
- [Be careful of counterfeit toners]

Please be aware that there are counterfeit Canon toners in the marketplace. Use of counterfeit toner may result in poor print quality or machine performance. Canon is not responsible for any malfunction, accident or damage caused by the use of counterfeit toner.

For more information, see <http://www.canon.com/counterfeit>.

Replacing the Toner

When there is only a small amount of toner remaining in the machine, the following message blinks on the display. You may continue printing, however, it is highly recommended that you prepare a new toner cartridge before the toner has completely run out.

Prepare the toner cartridge.

Density: ±0
Original Type: Text...
2-sided: off

When prints can no longer be made as toner runs out completely, the message <Replace the toner cartridge.> appears on the operation panel. Follow the procedure described below to help you replace the toner cartridge.

WARNING

- Do not burn or throw used toner cartridges into open flames, as this may cause the toner to ignite, resulting in burns or a fire.
- If you accidentally spill or scatter toner, carefully wipe up the loose toner with a damp, soft cloth and avoid inhaling any toner dust. Do not use a vacuum cleaner that is not equipped with safety measures to prevent dust explosions to clean up loose toner. Doing so may cause damage to the vacuum cleaner or result in a dust explosion due to static discharge.

CAUTION

- Keep toner out of the reach of small children.
- If toner is ingested, consult a physician immediately.
- If toner gets onto your hands or clothing, wash it off immediately with cold water. Washing it off with warm water will set the toner, and make it impossible to remove the toner stains.

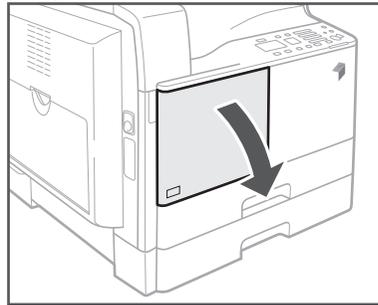
IMPORTANT

- Use only toner cartridges intended for use with this machine.
- For information on the supported Canon genuine toner, see "Consumables," on p.44.
- Do not replace toner cartridges until the message prompting you to do so appears.
- Do not attempt to replace the toner cartridge while the machine is printing.

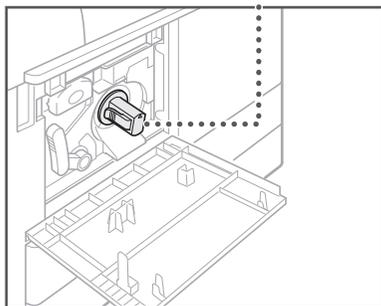
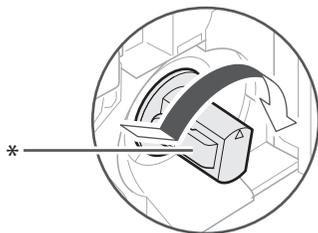
NOTE

- It is recommended that you replace the toner cartridge soon after the message <Prepare the toner cartridge.> appears.
- Printing stops if the toner runs out during a print job. The machine will resume printing the remaining pages automatically after you replace the toner cartridge.

01 Open the front cover.

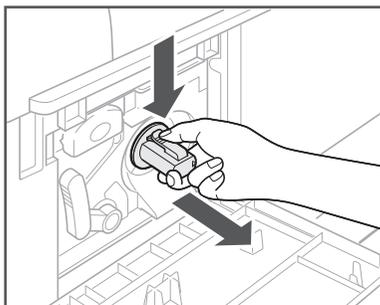


02 While pressing the unlock tab on the grip, turn the toner cartridge in the direction of the arrow (clockwise).

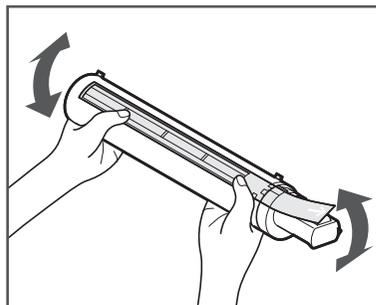
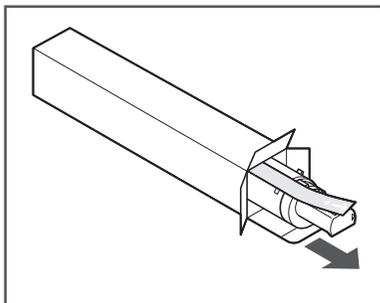


* Unlock Tab

03 Pressing the unlock tab, pull out the toner cartridge.



04 Shake the new toner cartridge back and forth (five or six times) to distribute the toner evenly inside the cartridge.



! WARNING

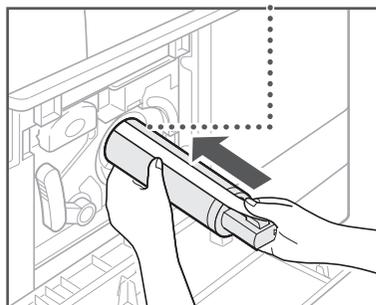
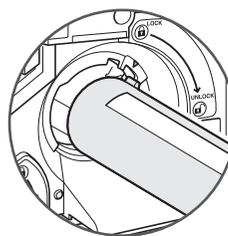
Do not burn or throw used toner cartridge into open flames, as this may cause the toner remaining inside the cartridges to ignite resulting in burns or a fire.

👉 IMPORTANT

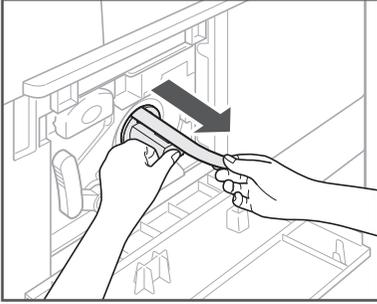
If the toner is not distributed evenly inside the cartridge, the outputs may be printed uneven.

05 Make sure that the side of the cartridge with the label is facing up, and push the new toner cartridge into the machine as far as it will go.

Support the new toner cartridge with one hand from underneath, while pushing it into the machine with the other hand.



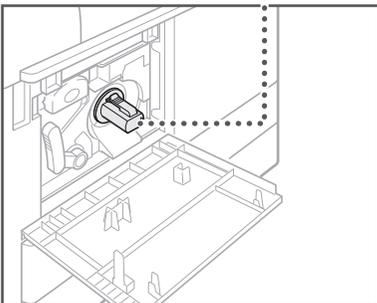
06 Hold the toner cartridge in place with one hand, and then remove the protective seal by pulling it straight out with the other hand.



IMPORTANT

- Pull out the seal slowly, otherwise the toner may scatter and soil your clothes or skin.
- Make sure that you pull out the seal completely, otherwise print errors may occur.
- Make sure that you pull the seal straight out. Pulling the seal upwards or downwards may break the seal. If the seal breaks inside the toner cartridge and cannot be removed completely, the toner cartridge cannot be used.
- Throw away the seal after removing it from the toner cartridge.

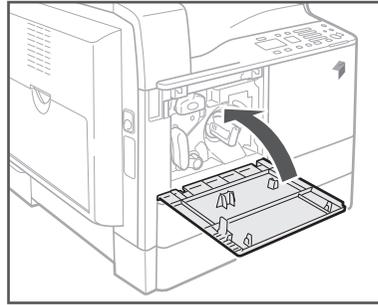
07 Turn the toner cartridge in the direction of the arrow (counterclockwise).



IMPORTANT

Turn the toner cartridge fully until it locks into place.

08 Close the front cover.



WARNING

When closing the front cover, be careful not to get your fingers caught, as this may result in personal injury.

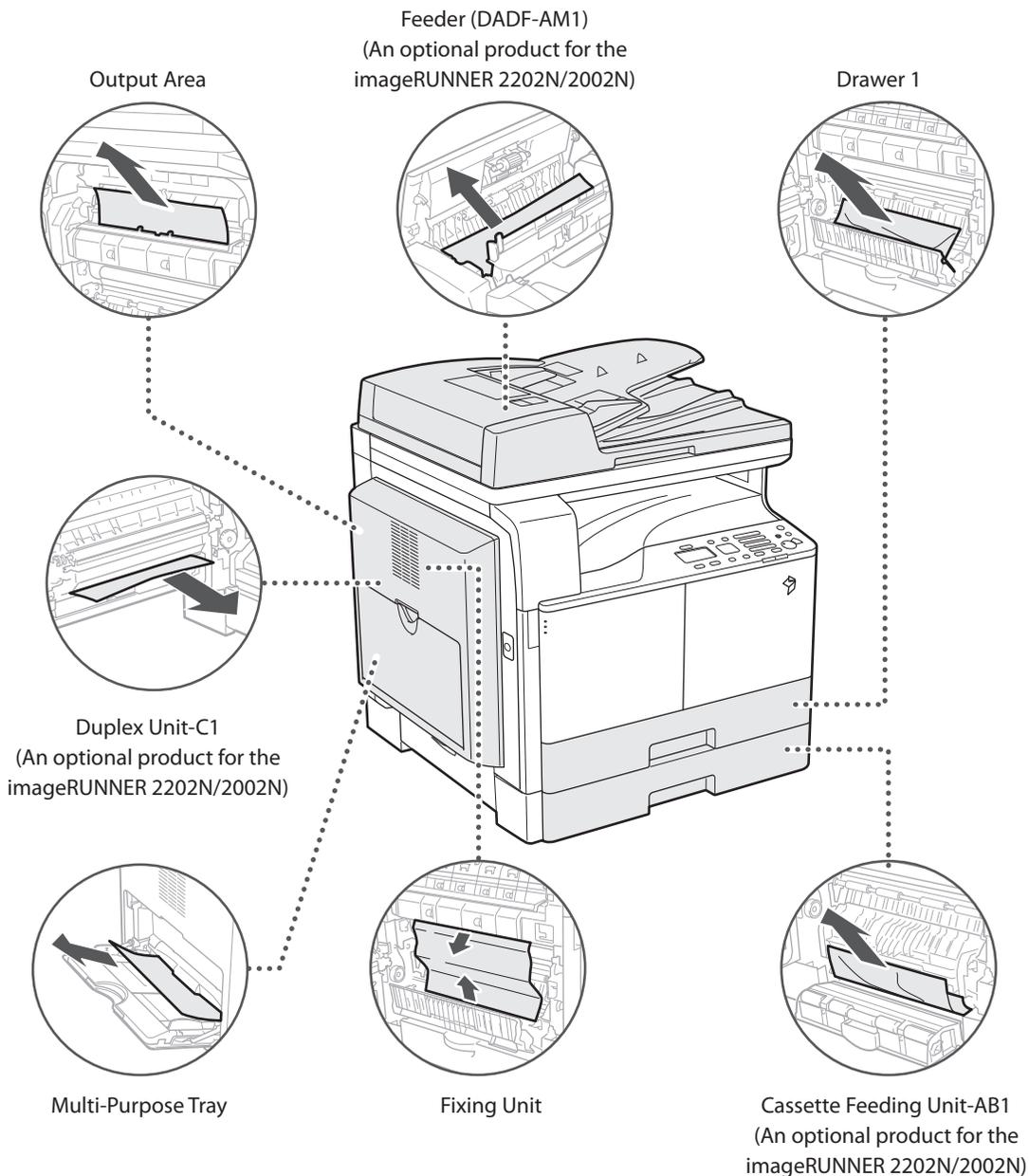
IMPORTANT

Make sure that you clean the fixing unit every time you replace the toner cartridge. (See e-Manual > Maintenance.)

Locations of Paper Jams

Paper jams may occur in the following parts of the machine. By following the instructions in the applicable section, you can clear paper jams. For details on these procedures, see the e-Manual.

Paper Jams: e-Manual > Problem Solving



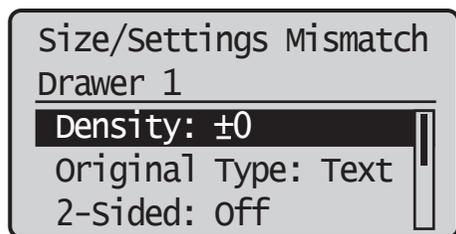
When an Error Message/Error Code Is Displayed

When an Error Message Is Displayed

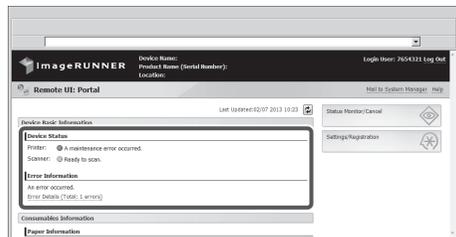
Error messages may appear on the display of the machine or the Web browser.

Self-diagnostic error messages appear in the following cases:

- When scanning or printing cannot be performed because of an operational error
- When you need to make a decision or take some action while scanning or printing
- For the imageRUNNER 2202N/2002N:
When you need to make a decision or take some action while browsing the network



Example of an Error Message on the Display



Example of an Error Message on the Web Browser
(imageRUNNER 2202N/2002N Only)

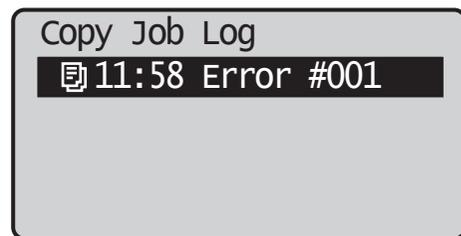
For information on error messages and instructions on resolving errors, see e-Manual > Problem Solving.

When an Error Code Is Displayed

If a job or operation does not complete successfully, the error code is displayed on the Details screen for Log on the Status Monitor screen.

You can check the error code in the following locations:

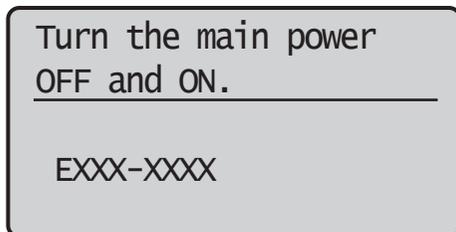
- Details screen for Log on the Status Monitor screen:
When a job or operation is not completed normally:



For information on error codes and instructions on resolving errors, see e-Manual > Problem Solving.

Service Call Message

If a malfunction occurs and the machine cannot operate normally, a screen prompting you to contact your local authorized Canon dealer is displayed.



If a screen such as the one above is displayed, contact your local authorized Canon dealer. (See "Contacting Your Local Authorized Canon Dealer," on p.51.)

Contacting Your Local Authorized Canon Dealer

If a screen prompting you to contact your local authorized Canon dealer is displayed, follow the procedure described below.

01 Turn the main power OFF and then ON.

IMPORTANT

For instructions on turning ON and OFF the main power of the machine, see "Main Power and Energy Saver Key," on p.18.

02 If the operation still cannot be performed correctly, turn the main power switch OFF, remove the power plug from the outlet, and contact your local authorized Canon dealer.

WARNING

Do not connect or disconnect the power cord with wet hands, as this may result in electrical shock.

CAUTION

Always grasp the power plug when disconnecting the power cord. Pulling on the power cord may expose or snap the core wire, or otherwise damage the power cord. If the power cord is damaged, this could cause current to leak, resulting in a fire or electrical shock.

NOTE

When you contact your local authorized Canon dealer, have the following information available:

- Product name
- Details of the malfunction
- The error code displayed on the display

Legal Notices

Product Name

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

- imageRUNNER 2202N/2002N (F191700)
- imageRUNNER 2002 (F191600)

EMC requirements of EC Directive

This equipment conforms with the essential EMC requirements of EC Directive. We declare that this product conforms with the EMC requirements of EC Directive at nominal mains input 230 V, 50 Hz although the rated input of the product is 220 to 240 V, 50/60 Hz. Use of shielded cable is necessary to comply with the technical EMC requirements of EC Directive.

Laser Safety

This Product is certified as a Class 1 laser product under IEC60825-1:2007 and EN60825-1:2007. This means that the product does not produce hazardous laser radiation.

Since radiation emitted inside the product is completely confined within protective housings and external covers, the laser beam cannot escape from the machine during any phase of user operation.

Do not remove protective housings or external covers, except as directed by the equipment's manual.

This product includes laser diode.

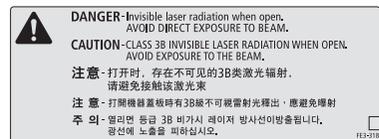
[Maximum Output 6mW, Wavelength 785-800nm]

Additional Information

When servicing or adjusting the optical system of the product, be careful not to place screwdrivers or other shiny objects in the path of the laser beam. Also, accessories such as watches and rings should be removed before working on the product.

The reflected beam, even though visible or invisible, can permanently damage your eyes.

The label shown below is attached to the inside of the machine and the front cover.



This Product has been classified under IEC60825-1:2007 and EN60825-1:2007, which conform to the following classes;

CLASS 1 LASER PRODUCT

LASER KLASSE 1

APPAREIL Á LASER DE CLASSE 1

APPARECCHIO LASER DI CLASSE 1

PRODUCTO LÁSER DE CLASE 1

APARELHO A LASER DE CLASSE 1

LUOKAN 1 LASER-TUOTE

LASERPRODUKT KLASSE 1

CAUTION

Use of controls, adjustments, or performance of procedures other than those specified in the manuals for this machine may result in hazardous radiation exposure.

IPv6 Ready Logo



The protocol stack included in this machine has obtained the IPv6 Ready Logo Phase-1 established by the IPv6 Forum.

WEEE Directive / Rule



-European Union (and EEA) only-

This symbol attached on the product is according to the WEEE Directive (2002/96/EC).



-India only-

This product is not to be disposed of with your household waste, according to the e-waste (Management and Handling) Rules, 2011. This product should be handed over to a designated collection point, e.g., to an authorized collection site for recycling waste electrical and electronic equipment (EEE). Improper handling of this type of waste could have a possible negative impact on the environment and human health due to potentially hazardous substances that are generally associated with EEE. At the same time, your cooperation in the correct disposal of this product will contribute to the effective usage of natural resources. For more information regarding return and recycling of WEEE products, please visit <http://www.canon.co.in/environment>.

Also, this product complies with the "India E-waste Rule 2011" and prohibits use of lead, mercury, hexavalent chromium, polybrominated biphenyls or polybrominated diphenyl ethers in concentrations exceeding 0.1 % by weight and 0.01 % by weight for Cadmium, except for the exemptions set in Schedule II of the Rule.

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Important Safety Instructions

Please read these "Important Safety Instructions" thoroughly before operating the machine. As these instructions are intended to prevent injury to the user or other persons or destruction of property, always pay attention to these instructions. Also, since it may result in unexpected accidents or injuries, do not perform any operation unless otherwise specified in the manual. Improper operation or use of this machine could result in personal injury and/or damage requiring extensive repair that may not be covered under your Limited Warranty.

Installation

WARNING

- Never block the ventilation slots and louvers on the machine. These openings are provided for proper ventilation of working parts inside the machine. Blocking these openings can cause the machine to overheat. Never place the machine on a soft surface, such as a sofa or rug.
- Do not install the machine in the following locations:
 - A damp or dusty location
 - A location near water faucets or water
 - A location exposed to direct sunlight
 - A location subject to high temperatures
 - A location near open flames
- Do not install the machine near alcohol, paint thinner, or other flammable substances. If flammable substances come into contact with electrical parts inside the machine, it may result in a fire or electrical shock.
- Do not place the following items on the machine. If these items come into contact with a high-voltage area inside the machine, it may result in a fire or electrical shock. If these items are dropped or spilled inside the machine, immediately turn OFF the main power switch, and disconnect the power cord from the power outlet. Then, contact your local authorized Canon dealer.
 - Necklaces and other metal objects
 - Cups, vases, flowerpots, and other containers filled with water or liquids

CAUTION

Do not install the machine in unstable locations, such as unsteady platforms or inclined floors, or in locations subject to excessive vibrations, as this may cause the machine to fall or tip over, resulting in personal injury.

Power Supply

WARNING

- Do not damage or modify the power cord. Also, do not place heavy objects on the power cord, or pull on or excessively bend it, as this could cause electrical damage and result in a fire or electrical shock.
- Keep the power cord away from a heat source; failure to do this may cause the power cord coating to melt, resulting in a fire or electrical shock.
- Do not connect or disconnect the power cord with wet hands, as this may result in electrical shock.
- Do not connect the power cord to a multiplug power strip, as this may cause a fire or electrical shock.
- Do not bundle up or tie the power cord in a knot, as this may result in a fire or electrical shock.
- Insert the power plug completely into the power outlet, as failure to do so may result in a fire or electrical shock.
- Do not use power cords other than the power cord provided, as this may result in a fire or electrical shock.
- As a general rule, do not use extension cords. Using an extension cord may result in a fire or electrical shock.
- Do not use power supplies with voltages other than those specified herein, as this may result in a fire or electrical shock.
- Always grasp the power plug when disconnecting the power cord. Pulling on the power cord may expose or snap the core wire, or otherwise damage the power cord. If the power cord is damaged, this could cause current to leak, resulting in a fire or electrical shock.

IMPORTANT

Leave sufficient space around the power plug so that it can be unplugged easily. If objects are placed around the power plug, you will be unable to unplug it in an emergency.

Handling

WARNING

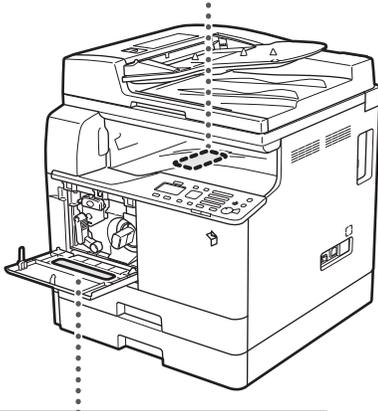
- Do not attempt to disassemble or modify the machine. There are high-temperature and high-voltage components inside the machine which may result in a fire or electrical shock.
- If the machine makes strange noises, or gives off smoke, heat, or strange smells, immediately turn OFF the main power switch, and disconnect the power cord from the power outlet. Then, contact your local authorized Canon dealer. Continued use of the machine in this condition may result in a fire or electrical shock.
- Do not use highly flammable sprays near the machine. If gas from these sprays comes into contact with the electrical components inside the machine, it may result in a fire or electrical shock.
- To avoid damage to the power cord and creating a fire hazard, always turn OFF the main power switch, and unplug the interface cable when moving the machine. Otherwise, the power cord or interface cable may be damaged, resulting in a fire or electrical shock.
- Make sure that the power plug is firmly inserted into the power outlet if the machine was moved. Do not use the machine while the connection is loose, as doing so may cause a fire.
- Do not drop paper clips, staples, or other metal objects inside the machine. Also, do not spill water, liquids, or flammable substances (alcohol, benzene, paint thinner, etc.) inside the machine. If these items come into contact with a high-voltage area inside the machine, it may result in a fire or electrical shock. If these items are dropped or spilled inside the machine, immediately turn OFF the main power switch, and disconnect the power cord from the power outlet. Then, contact your local authorized Canon dealer.
- Do not use this product for uses other than as a digital multitasking machine.

CAUTION

- Do not place heavy objects on the machine, as they may tip over or fall resulting in personal injury.
- Close the feeder/platen cover gently to avoid catching your hands, as this may result in personal injury.



- Do not press down hard on the feeder/platen cover when using the platen glass to make copies of thick books. Doing so may damage the platen glass and result in personal injury.
- Paper that has just been output from the machine may be hot. Be careful when removing or aligning paper from the output tray. Touching paper right after it is output may result in low-temperature burns.
- Do not place your hands, hair, clothing, etc., near the exit and feed rollers. Even if the machine is not in operation, your hands, hair, or clothing may get caught in the rollers, which may result in personal injury or damage if the machine suddenly starts printing.
- Do not insert your hand into the machine while the drawer is removed, as this may result in personal injury.
- The laser beam can be harmful to human bodies. Since radiation emitted inside the product is completely confined within protective housings and external covers, the laser beam cannot escape from the machine during any phase of user operation. Read the following remarks and instructions for safety.
 - Never open covers other than those instructed in the manuals for this machine.
 - Do not remove the following caution label which is attached to the machine. If the label has been removed, contact your local authorized Canon dealer.



- If the laser beam escapes from the machine, exposure may cause serious damage to your eyes.
- Controlling, adjusting, or operating the machine in ways not mentioned in the manuals for this machine may cause dangerous radiation to escape from the machine.

IMPORTANT

Press [Ⓞ] (Energy Saver) for safety when the machine will not be used for a long period of time, such as overnight. Also, turn OFF the main power switch, and disconnect the power cord for safety when the machine will not be used for an extended period of time, such as during consecutive holidays.

Maintenance and Inspections

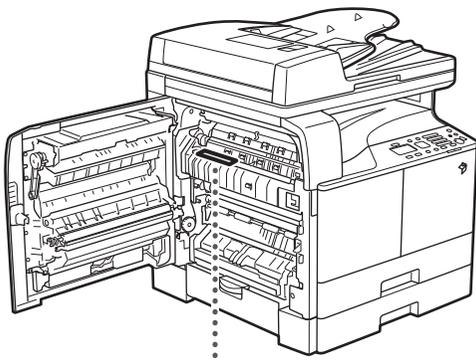
WARNING

- When cleaning the machine, first turn OFF the main power switch, then disconnect the power cord. Failure to observe these steps may result in a fire or electrical shock.

- Disconnect the power cord from the power outlet regularly, and clean the area around the base of the power plug's metal pins and the power outlet with a dry cloth to ensure that all dust and grime is removed. If the power cord is connected for a long period of time in a damp, dusty, or smoky location, dust can build up around the power plug and become damp. This may cause a short circuit and result in a fire.
- Clean the machine using a slightly dampened cloth with a mild detergent mixed with water. Do not use alcohol, benzene, paint thinner, or other flammable substances. Check detergent for flammability prior to use. If flammable substances come into contact with a high-voltage area inside the machine, it may result in a fire or electrical shock.
- There are some areas inside the machine which are subject to high-voltages. When removing jammed paper or when inspecting the inside of the machine, do not allow necklaces, bracelets, or other metal objects to touch the inside of the machine, as this may result in burns or electrical shock.
- Do not burn or throw used toner cartridges into open flames, as this may cause the toner remaining inside the cartridges to ignite, resulting in burns or a fire.
- Make sure that the power plug is firmly inserted into the power outlet after cleaning the machine. Do not use the machine while the connection is loose, as doing so may cause a fire.
- Check the power cord and power plug regularly. If the following conditions occur, contact your local authorized Canon dealer, as the condition may cause a fire:
 - There are burn marks on the power plug.
 - The blade on the power plug is deformed or broken.
 - The power goes OFF and ON when the power cord is bent.
 - There are cuts, cracks, or indentations on the power cord.
 - A part of the power cord becomes hot.
- Check the power cord and power plug regularly to make sure that they are not handled in the following manner, as this may result in a fire or electrical shock:
 - The connection part of the power plug is loose.
 - Stress is being applied to the power cord by a heavy object or by affixing it with staples.
 - The power plug is loose.
 - The power cord is tied in a bundle.
 - The power cord protrudes into a walkway.
 - The power cord is in front of a heater.

CAUTION

- The fixing unit and its surroundings inside the machine may become hot during use. When removing jammed paper or when inspecting the inside of the machine, do not touch the fixing unit and its surroundings, as doing so may result in burns or electrical shock.
- When removing jammed paper or when inspecting the inside of the machine, do not expose yourself to the heat emitted from the fixing unit and its surroundings for a prolonged period of time. Doing so may result in low temperature burns, even though you did not touch the fixing unit and its surroundings directly.
- If a paper jam occurs, follow the directions on the display to remove any jammed paper from inside the machine. Do not insert your fingers into any parts not indicated on the display, as doing so may result in personal injury or burns.



- When removing jammed paper or replacing the toner cartridge, take care not to allow the toner to come into contact with your hands or clothing, as this will dirty your hands or clothing. If they become dirty, wash them immediately with cold water. Washing them with warm water will set the toner, and make it impossible to remove the toner stains.
- When removing paper which has become jammed inside the machine, remove the jammed paper gently to prevent the toner on the paper from scattering and getting into your eyes or mouth. If the toner gets into your eyes or mouth, wash them immediately with cold water and immediately consult a physician.
- When removing jammed originals or paper which has become jammed inside the machine, take care not to cut your hands or injure yourself on the edges of the originals or paper. If you cannot remove the paper, contact your local authorized Canon dealer.

- When removing a used toner cartridge, remove the cartridge carefully to prevent the toner from scattering and getting into your eyes or mouth. If the toner gets into your eyes or mouth, wash them immediately with cold water and immediately consult a physician.
- Do not dismantle the toner cartridge, as doing so may cause toner to fly out and enter your eyes or mouth. If toner gets into your eyes or mouth, wash them immediately with cold water and immediately consult a physician.
- If toner escapes from the toner cartridge, make sure not to ingest the toner or allow it to directly touch your skin. If toner touches your skin, wash it away with soap and water. If your skin still feels irritated after washing it, or you ingest toner, consult a doctor immediately.

Consumables

WARNING

- Do not burn or throw used toner cartridges into open flames, as this may cause the toner remaining inside the cartridges to ignite, resulting in burns or a fire.
- Do not store toner cartridges or copy paper in places exposed to open flames, as this may cause the toner or paper to ignite, resulting in burns or a fire.
- If you accidentally spill or scatter toner, carefully wipe up the loose toner with a damp, soft cloth and avoid inhaling any toner dust. Do not use a vacuum cleaner that is not equipped with safety measures to prevent dust explosions to clean up loose toner. Doing so may cause damage to the vacuum cleaner or result in a dust explosion due to static discharge.

CAUTION

- Keep toner and other consumables out of the reach of small children. If these items are ingested, consult a physician immediately.
- Do not dismantle the toner cartridge, as doing so may cause toner to fly out and enter your eyes or mouth.
- If toner gets into your eyes or mouth, wash them immediately with cold water and immediately consult a physician.
- If toner escapes from the toner cartridge, make sure not to ingest the toner or allow it to directly touch your skin. If toner touches your skin, wash it away with soap and water. If your skin still feels irritated after washing it, or you ingest toner, consult a doctor immediately.

- When discarding used toner cartridges, put the cartridges into a bag to prevent the toner remaining inside the cartridges from scattering, and dispose of them in a location away from open flames.

Other Warnings

WARNING

For cardiac pacemaker users:
This product emits low level magnetic flux. If you use a cardiac pacemaker and feel abnormalities, please move away from the product and consult your doctor.

Canon

CANON INC.

30-2, Shimomaruko 3-chome, Ohta-ku, Tokyo 146-8501, Japan

CANON U.S.A., INC.

One Canon Park, Melville, NY 11747, U.S.A.

CANON CANADA INC.

6390 Dixie Road Mississauga, Ontario L5T 1P7, Canada

CANON EUROPA N.V.

Bovenkerkerweg 59, 1185 XB Amstelveen, The Netherlands
(See <http://www.canon-europe.com/> for details on your regional dealer)

CANON LATIN AMERICA, INC.

One Canon Park, Melville, NY 11747, U.S.A.

CANON AUSTRALIA PTY. LTD

1 Thomas Holt Drive, North Ryde, Sydney, N.S.W. 2113, Australia

CANON CHINA CO., LTD

15F Jinbao Building No.89 Jinbao Street, Dongcheng District, Beijing 100005, China

CANON SINGAPORE PTE. LTD.

1 HarbourFront Avenue #04-01 Keppel Bay Tower, Singapore 098632

CANON HONGKONG CO., LTD

19/F., The Metropolis Tower, 10 Metropolis Drive, Hunghom, Kowloon, Hong Kong

