

**Canon**

*LBP6310dn*

<a href="#">Before You Start</a>	7
<a href="#">Legal Notices</a>	8
<a href="#">Legal Limitations on the Usage of Your Product and the Use of Images</a>	10
<a href="#">Using the e-Manual</a>	11
<a href="#">How to Use the e-Manual</a>	12
<a href="#">Operating Environment</a>	13
<a href="#">Installing the e-Manual</a>	14
<a href="#">Uninstalling the e-Manual</a>	18
<a href="#">Screen Layout of the e-Manual</a>	21
<a href="#">Top Page</a>	22
<a href="#">Topic Page</a>	24
<a href="#">Site Map</a>	25
<a href="#">Search Method</a>	26
<a href="#">Viewing the e-Manual</a>	27
<a href="#">Disclaimers</a>	29
<a href="#">Copyright</a>	30
<a href="#">Trademarks</a>	31
<a href="#">Third Party Software</a>	32
<a href="#">Important Safety Instructions</a>	33
<a href="#">Installation</a>	34
<a href="#">Power Supply</a>	35
<a href="#">Handling</a>	36
<a href="#">Maintenance and Inspections</a>	38
<a href="#">Consumables</a>	40
<a href="#">Others</a>	41
<a href="#">About This Printer</a>	42
<a href="#">Printer Specifications</a>	43
<a href="#">System Requirements for Printing</a>	46
<a href="#">Introduction of the Optional Accessories</a>	47
<a href="#">Names and Dimensions of Each Part</a>	48
<a href="#">Control Panel</a>	51
<a href="#">Printer Status Window</a>	53
<a href="#">Energy-saving Mode</a>	55
<a href="#">Sleep Mode</a>	56
<a href="#">Auto Shutdown</a>	57
<a href="#">Introduction of the Utilities</a>	59
<a href="#">Cautions for Handling the Printer</a>	61
<a href="#">Consumables</a>	62
<a href="#">Maintenance</a>	63
<a href="#">Toner Cartridge Replacement</a>	64
<a href="#">Attention (Toner Cartridge)</a>	65
<a href="#">Before Replacing the Toner Cartridge</a>	67
<a href="#">Replacing the Toner Cartridge</a>	69
<a href="#">Storing Toner Cartridges</a>	72
<a href="#">Moving the Printer</a>	73
<a href="#">Cleaning the Printer</a>	76
<a href="#">Cleaning the Inside of the Printer</a>	77
<a href="#">Cleaning the Outside of the Printer</a>	79
<a href="#">Attention (Cleaning)</a>	81

<a href="#">Location of the Serial Number</a>	82
<a href="#">Printer Installation</a>	83
<a href="#">Attention (Printer Installation)</a>	84
<a href="#">Confirming the Supplied Accessories and Checking the Installation Site</a>	86
<a href="#">Removing the Packing Materials</a>	88
<a href="#">Installing the Printer</a>	93
<a href="#">Installing the Paper Feeder</a>	95
<a href="#">Driver Installation</a>	99
<a href="#">Installing the Printer Driver</a>	100
<a href="#">Easy Installation</a>	102
<a href="#">Connecting the Printer and Computer</a>	105
<a href="#">Easy Installation (USB Connection)</a>	108
<a href="#">Easy Installation (LAN Connection)</a>	111
<a href="#">Easy Installation (via the Print Server)</a>	117
<a href="#">After Installation</a>	121
<a href="#">Installing with Plug and Play</a>	123
<a href="#">Uninstalling the Printer Driver</a>	126
<a href="#">Starting the Uninstaller from [Control Panel]</a>	132
<a href="#">Basic Printer Operations</a>	133
<a href="#">Usable Paper</a>	134
<a href="#">Precautions for Paper</a>	136
<a href="#">Printable Area</a>	138
<a href="#">Paper Loading and Output</a>	139
<a href="#">Loading Paper in the Paper Drawer</a>	141
<a href="#">Attention (Paper Drawer)</a>	144
<a href="#">Registering the Paper Size</a>	145
<a href="#">Loading Paper in the Multi-purpose Tray</a>	147
<a href="#">Attention (Multi-purpose Tray)</a>	150
<a href="#">Basic Printing Procedure</a>	151
<a href="#">Attention (Basic Printing)</a>	155
<a href="#">How to Use Help</a>	156
<a href="#">Canceling a Job</a>	158
<a href="#">Canceling a Print Job Using the Print Queue</a>	159
<a href="#">Canceling a Print Job Using the Printer Status Window</a>	161
<a href="#">Canceling a Print Job Using the Cancel Job Key</a>	162
<a href="#">Checking the Printer Status</a>	163
<a href="#">Printing on Various Types of Paper</a>	164
<a href="#">Printing on Plain Paper, Heavy Paper, or Index Card</a>	165
<a href="#">Printing on Transparencies</a>	166
<a href="#">Printing on Labels</a>	167
<a href="#">Printing on Envelopes</a>	168
<a href="#">Printing on Custom Size Paper</a>	170
<a href="#">Loading Custom Size Paper</a>	171
<a href="#">Registering a Custom Paper Size</a>	174
<a href="#">Paper Loading Orientation</a>	176
<a href="#">Useful Printing Functions</a>	177
<a href="#">Displaying the Setting Screen</a>	178
<a href="#">1-sided Printing and 2-sided Printing</a>	180
<a href="#">Attention (1-sided Printing and 2-sided Printing)</a>	183

<a href="#">Scaling Print Output</a>	184
<a href="#">Layout Printing (N-page Print)</a>	186
<a href="#">Printing an Image Larger than A4 (Poster Printing)</a>	188
<a href="#">Booklet Printing</a>	190
<a href="#">Adding a Watermark to a Document to Be Printed (Watermark Printing)</a>	193
<a href="#">Adding, Editing, or Deleting a Watermark</a>	195
<a href="#">Printing Borders, the Printing Date, and so on</a>	198
<a href="#">Combining Data before Printing</a>	200
<a href="#">Changing the Output Method According to the Print Data or Number of Copies</a>	204
<a href="#">Printing Data with Different Orientations in the Same Data</a>	205
<a href="#">Printing with a Gutter</a>	207
<a href="#">Selecting the Paper Output Method</a>	209
<a href="#">Printing with the Page 180 Degrees Rotated</a>	211
<a href="#">Selecting Paper for Each Page</a>	213
<a href="#">Adjusting the Image Quality or Grayscale</a>	215
<a href="#">Performing Printing Appropriate for Particular Print Data</a>	216
<a href="#">Correcting Rough-Textured Images</a>	217
<a href="#">Adjusting the Toner Density</a>	219
<a href="#">Printing with Brightness and Contrast Adjusted</a>	221
<a href="#">Registering the Printing Preferences</a>	223
<a href="#">Changing the Default Values for Printing Preferences</a>	224
<a href="#">Saving Frequently Used Printing Preferences (Adding/Editing/Deleting a "Profile")</a>	225
<a href="#">Selecting a "Profile"</a>	229
<a href="#">Configuring the Network Settings (Sharing the Printer)</a>	230
<a href="#">Checking Your Printing Environment</a>	231
<a href="#">If You Use the Printer by Direct Connection</a>	232
<a href="#">Installing the Printer Driver (LAN Connection)</a>	233
<a href="#">Setting the IP Address</a>	234
<a href="#">Setting the IP Address Using NetSpot Device Installer</a>	235
<a href="#">Setting the IP Address Using the ARP/PING Command</a>	240
<a href="#">Setting the IP Address Using the Printer Status Window</a>	242
<a href="#">Setting a Port and Installing the Printer Driver</a>	244
<a href="#">Changing the Network Settings for the Printer</a>	257
<a href="#">Configuring the Protocol Settings</a>	258
<a href="#">Attention (Protocol Settings)</a>	264
<a href="#">Changing the Network Transmission Speed or Transfer Mode</a>	265
<a href="#">Initializing the Network Settings</a>	267
<a href="#">Initializing Using the Remote UI</a>	268
<a href="#">Initializing Using FTP Client</a>	270
<a href="#">Initializing Using NetSpot Device Installer</a>	272
<a href="#">Initializing Using the Reset Button</a>	274
<a href="#">Network Setting Items</a>	275
<a href="#">When Changing the IP Address (Changing the Port)</a>	280
<a href="#">Values for Setting a Port</a>	284
<a href="#">If You Use the Printer in the Print Server Environment</a>	285
<a href="#">Configuring the Print Server</a>	287
<a href="#">Checking the Settings of Your Network</a>	292
<a href="#">Installation on Clients</a>	294
<a href="#">Installing from the Printer Folder</a>	295

<a href="#">Installing from [Windows Explorer]</a>	301
<a href="#">Managing the Printer</a>	302
<a href="#">Software That Can Be Used for Managing the Printer</a>	303
<a href="#">Remote UI</a>	304
<a href="#">Starting the Remote UI</a>	305
<a href="#">Attention (Remote UI)</a>	308
<a href="#">Enabling the Remote UI</a>	309
<a href="#">Screen Layout of the Remote UI (Details on Each Setting Page)</a>	311
<a href="#">Displaying or Changing Support Links</a>	316
<a href="#">Changing the Display Language of the Remote UI</a>	319
<a href="#">FTP Client</a>	321
<a href="#">NetSpot Device Installer</a>	323
<a href="#">Installing NetSpot Device Installer</a>	325
<a href="#">Using NetSpot Device Installer</a>	329
<a href="#">Uninstalling NetSpot Device Installer</a>	331
<a href="#">Managing Print Jobs</a>	332
<a href="#">Attention (Job Manager)</a>	334
<a href="#">Checking the Printer Settings</a>	335
<a href="#">Setting the Administrator Password</a>	337
<a href="#">Specifying the Device Name or Administrator Information</a>	339
<a href="#">Security Settings</a>	341
<a href="#">Restricting the Users Who Can Print</a>	342
<a href="#">Restricting the Users Who Can Monitor/Change the Settings Using the SNMP Protocol</a>	346
<a href="#">Restricting the Users Who Can Perform Multicast Discovery</a>	351
<a href="#">Restricting the Users Who Can Access</a>	355
<a href="#">Restricting the FTP Access from End-Users</a>	358
<a href="#">Obtaining the Security Access Logs</a>	360
<a href="#">Checking the Security Access Logs</a>	363
<a href="#">Troubleshooting</a>	365
<a href="#">Printing Cannot Be Performed</a>	366
<a href="#">Printing Cannot Be Performed (USB Connection)</a>	367
<a href="#">Printing Cannot Be Performed (LAN Connection)</a>	370
<a href="#">Printing Cannot Be Performed (via the Print Server)</a>	374
<a href="#">The Print Server for Connection Cannot Be Found</a>	377
<a href="#">The Shared Printer Cannot Be Accessed</a>	378
<a href="#">The Printer Takes a Long Time to Start the Print Job</a>	379
<a href="#">You Cannot Turn the Printer ON</a>	380
<a href="#">All the Indicators on the Network Interface Are Off</a>	381
<a href="#">You Cannot Install the Printer Driver</a>	382
<a href="#">The Printer Is Not Recognized Automatically (Easy Installation)</a>	383
<a href="#">The Printer Cannot Be Searched for (Auto Setup)</a>	384
<a href="#">You Cannot Uninstall the Printer Driver</a>	385
<a href="#">Starting the Uninstaller from the CD-ROM</a>	386
<a href="#">Uninstalling the USB Class Driver</a>	389
<a href="#">The Printer Driver Settings Cannot Be Changed</a>	392
<a href="#">"Profiles" Cannot Be Selected or Edited</a>	393
<a href="#">The Status of the Paper Feeder Cannot Be Obtained Automatically</a>	395
<a href="#">Paper Jams</a>	397
<a href="#">Attention (Paper Jams)</a>	398

<a href="#">Clearing Paper Jams (Multi-purpose Tray)</a>	400
<a href="#">Clearing Paper Jams (Paper Drawer)</a>	401
<a href="#">Clearing Paper Jams (Duplex Unit)</a>	402
<a href="#">Clearing Paper Jams (Inside the Output Area)</a>	405
<a href="#">Clearing Paper Jams (Inside the Front Cover)</a>	406
<a href="#">The Alarm Indicator Is On/Blinking</a>	409
<a href="#">A Message Appears in the Printer Status Window</a>	412
<a href="#">Poor Printout Results</a>	417
<a href="#">Paper Curls</a>	419
<a href="#">Paper Creases</a>	420
<a href="#">White Streaks (Lines) Appear</a>	421
<a href="#">Printing Is Uneven</a>	422
<a href="#">Printed Pages Have White Specks</a>	423
<a href="#">Toner Stain or Toner Peeling Occurs</a>	424
<a href="#">The Printed Paper Has Smudge Marks</a>	425
<a href="#">The Printed Paper Has Vertical Streaks</a>	426
<a href="#">Smudge Marks of Spattering Toner Appear around the Text or Patterns</a>	427
<a href="#">The Back of the Printed Paper Has Smudge Marks</a>	428
<a href="#">The Overall Print Result Is Dark</a>	429
<a href="#">Residual Images Appear on Non-printed Areas</a>	430
<a href="#">White Dust Is Attached to the Printed Transparencies</a>	431
<a href="#">The Overall Print Result Is Faint</a>	432
<a href="#">Colored Lines and Text Appear Faded</a>	433
<a href="#">The Printing Position Is Skewed</a>	434
<a href="#">A Portion of the Page Is Not Printed</a>	435
<a href="#">Data Is Reduced and Printed</a>	436
<a href="#">The Next Page Is Printed from Halfway across the Previous Page</a>	437
<a href="#">Blank Paper Is Output (Nothing Is Printed on the Paper)</a>	438
<a href="#">The Overall Surface of the Paper Is Printed in Black Completely</a>	439
<a href="#">The Printout Is Different from What Is Displayed on Screen</a>	440
<a href="#">The Flap of the Printed Envelope Sticks</a>	441
<a href="#">Multiple Sheets of Paper Are Fed at a Time</a>	442
<a href="#">Appendix</a>	443
<a href="#">Basic Operations/Various Information for Windows</a>	444
<a href="#">Office Locations</a>	451
<a href="#">For Windows 8 Users</a>	452

## Before You Start

---

[\*\*↳ Legal Notices\*\*](#)

---

[\*\*↳ Legal Limitations on the Usage of Your Product and the Use of Images\*\*](#)

---

[\*\*↳ Using the e-Manual\*\*](#)

---





As an ENERGY STAR® Partner, Canon Inc. has determined that this product meets the ENERGY STAR Program for energy efficiency.

The International ENERGY STAR Office Equipment Program is an international program that promotes energy saving through the use of computers and other office equipment.

The program backs the development and dissemination of products with functions that effectively reduce energy consumption. It is an open system in which business proprietors can participate voluntarily.

The targeted products are office equipment, such as computers, displays, printers, facsimiles, and copiers. The standards and logos are uniform among participating nations.

## WEEE Directive



European Union (and EEA) only.

This symbol indicates that this product is not to be disposed of with your household waste, according to the WEEE Directive (2002/96/EC) and your national law. This product should be handed over to a designated collection point, e.g., on an authorized one-for-one basis when you buy a new similar product or 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 about where you can drop off your waste equipment for recycling, please contact your local city office, waste authority, approved WEEE scheme or your household waste disposal service. For more information regarding return and recycling of WEEE products, please visit [www.canon-europe.com/environment](http://www.canon-europe.com/environment).

(EEA: Norway, Iceland and Liechtenstein)

## Legal Limitations on the Usage of Your Product and the Use of Images

Using your product to scan, print or otherwise reproduce certain documents, and the use of such images as scanned, printed or otherwise reproduced by your product, may be prohibited by law and may result in criminal and/or civil liability. A non-exhaustive list of these documents is set forth below. This list is intended to be a guide only. If you are uncertain about the legality of using your product to scan, print or otherwise reproduce any particular document, and/or of the use of the images scanned, printed or otherwise reproduced, you should consult in advance with your legal advisor for guidance.

- Paper Money
  - Travelers Checks
  - Money Orders
  - Food Stamps
  - Certificates of Deposit
  - Passports
  - Postage Stamps (canceled or uncanceled)
  - Immigration Papers
  - Identifying Badges or Insignias
  - Internal Revenue Stamps (canceled or uncanceled)
  - Selective Service or Draft Papers
  - Bonds or Other Certificates of Indebtedness
  - Checks or Drafts Issued by Governmental Agencies
  - Stock Certificates
  - Motor Vehicle Licenses and Certificates of Title
  - Copyrighted Works/Works of Art without Permission of Copyright Owner
-

# Using the e-Manual

---

Even if you do not have the supplied CD-ROM at hand, you can view the e-Manual any time if you install it on your computer beforehand.

For the efficient use of the e-Manual, you can use several search tools to find the desired content.

## [How to Use the e-Manual](#)

- [Operating Environment](#)
- [Installing the e-Manual](#)
- [Uninstalling the e-Manual](#)

## [Screen Layout of the e-Manual](#)

- [Top Page](#)
- [Topic Page](#)
- [Site Map](#)
- [Search Method](#)

## [Viewing the e-Manual](#)

### **<To find the desired content>**

- **Selecting between the category icons**

From the top page, select a category icon you want.

➤ ["Top Page"](#)

- **Searching from the site map**

On the site map, you can view the list of whole sections of the e-Manual sorted by category. You can directly display sections in a category.

➤ ["Site Map"](#)

- **Whole text search function**

You can search by keyword in the e-Manual. You can display the desired description from the search results by entering a keyword you want to search. This function supports AND search.

➤ ["Search Method"](#)

## How to Use the e-Manual

---

Click the following links to see the system requirements to use the e-Manual and how to install/uninstall the e-Manual.

[↳ Operating Environment](#)

[↳ Installing the e-Manual](#)

[↳ Uninstalling the e-Manual](#)

---

## Operating Environment

---

You need a Web browser to use the e-Manual. Operation of the following Web browsers is guaranteed.

- Internet Explorer 6.0/7.0/8.0/9.0
- FireFox 2.x/3.x/4.x/5.x/6.x/7.x/8.x/9.x/10.x/11.x

 **NOTE**

**Enabling the script function**

Enable the script function for a Web browser before using the e-Manual.

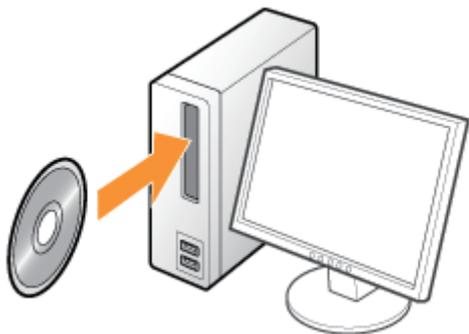
---

## Installing the e-Manual

Install the e-Manual included in the supplied CD-ROM on your computer using the following procedure.

**1**

**Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.**



**2**

**Click [Custom Installation].**



**? If the above screen does not appear**

➤ "Basic Operations/Various Information for Windows"

**? If the [AutoPlay] dialog box appears**

Click [Run AUTORUN.EXE].

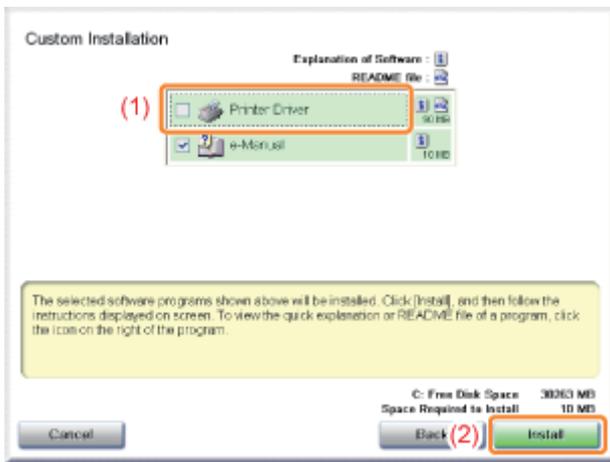
**? If the [User Account Control] dialog box appears**

Click [Continue] or [Yes].

**3**

**Perform the following procedure.**

- (1) Clear the [Printer Driver] check box.
- (2) Click [Install].



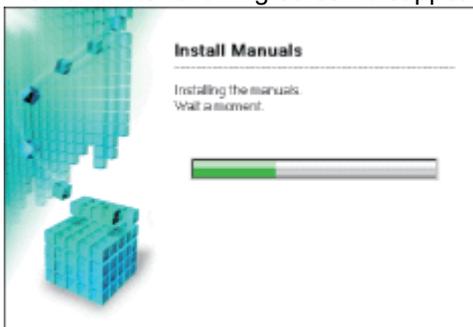
## 4

**Read the contents of License Agreement, and then click [Yes].**



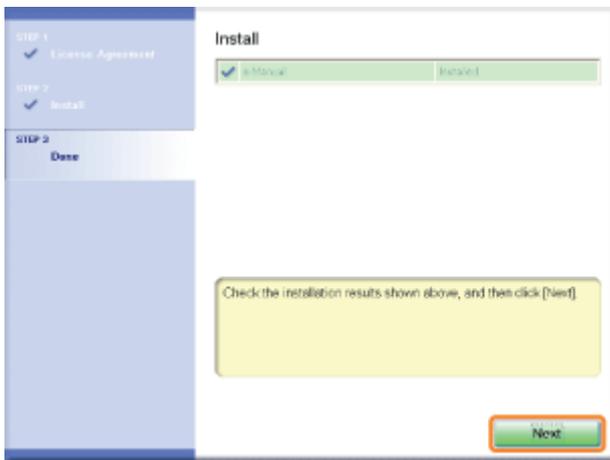
→ The installation starts.

Wait until the following screen disappears. (It may take a long time to install the e-Manual.)



## 5

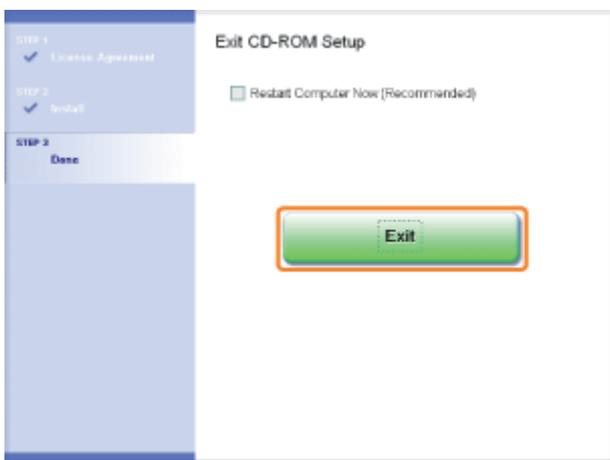
**Click [Next].**



## 6

Click **[Exit]**.

† When the following screen appears, you can remove the CD-ROM.



## Displaying the e-Manual

Double-click [LBP6310 e-Manual] created on the desktop.



LBP6310  
e-Manual

### **?** When a security protection message appears

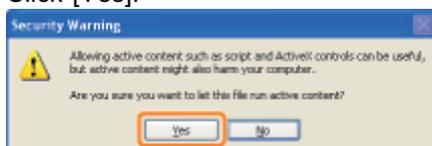
To help protect your security, Internet Explorer has restricted this file from showing active content that could access your computer. Click here for options...

Perform the following procedure.

1. Click the information bar, and then select **[Allow Blocked Content]** from the pop-up menu.



2. Click **[Yes]**.



 **NOTE**

**Displaying the e-Manual directly from the CD-ROM**

You can also display the e-Manual directly from the CD-ROM without installing it in the computer you are using.

1. Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.
2. Click [Display Manuals].
3. Click [] button next to [e-Manual].

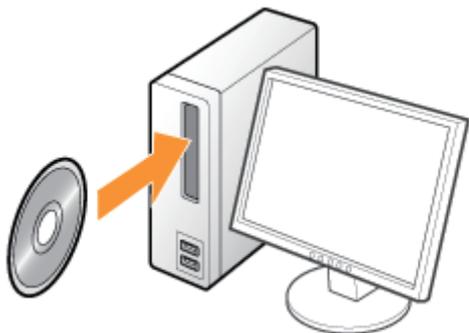
† Depending on the operating system you are using, a security protection message is displayed. Allow the contents to be displayed.

## Uninstalling the e-Manual

The process of removing the e-Manual to restore the computer to the same state as before the e-Manual was installed is referred to as uninstallation. To uninstall the e-Manual, perform the following procedure.

1

**Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.**



2

**Click [Additional Software Programs].**



**? If the above screen does not appear**

➤ "Basic Operations/Various Information for Windows"

**? If the [AutoPlay] dialog box appears**

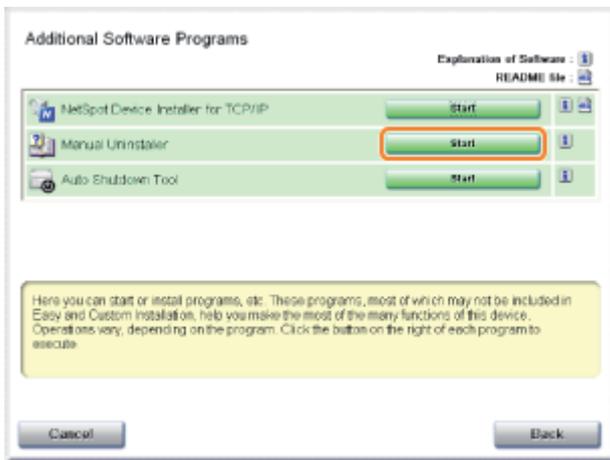
Click [Run AUTORUN.EXE].

**? If the [User Account Control] dialog box appears**

Click [Continue] or [Yes].

3

**Click [Start] in [Manual Uninstaller].**



4

**Click [Uninstall] to start the uninstallation.**

Please wait a moment until the uninstallation is complete. (It may take a long time to uninstall the printer driver.)



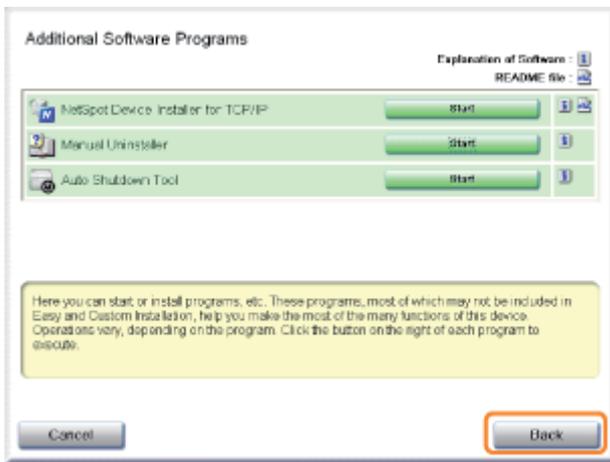
5

**Click [Exit].**



6

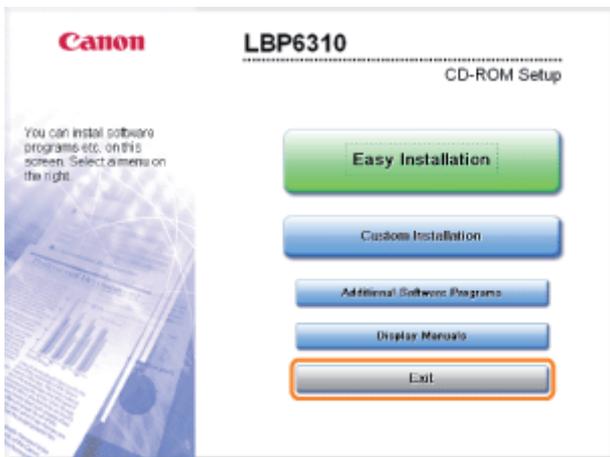
**Click [Back].**



## 7

Click **[Exit]**.

↑ When the following screen appears, you can remove the CD-ROM.



## Screen Layout of the e-Manual

---

This section describes the screen layout of the e-Manual.

The page displayed right after the e-Manual starts is called "Top Page" and the manual description is called "Topic Page" in this section.

"Site map" is displayed from [Site map] which is located on the upper right of the e-Manual.

The search panel is used to make search through the e-Manual.

The screen layout is different for each page, so click the following links to see the instruction.

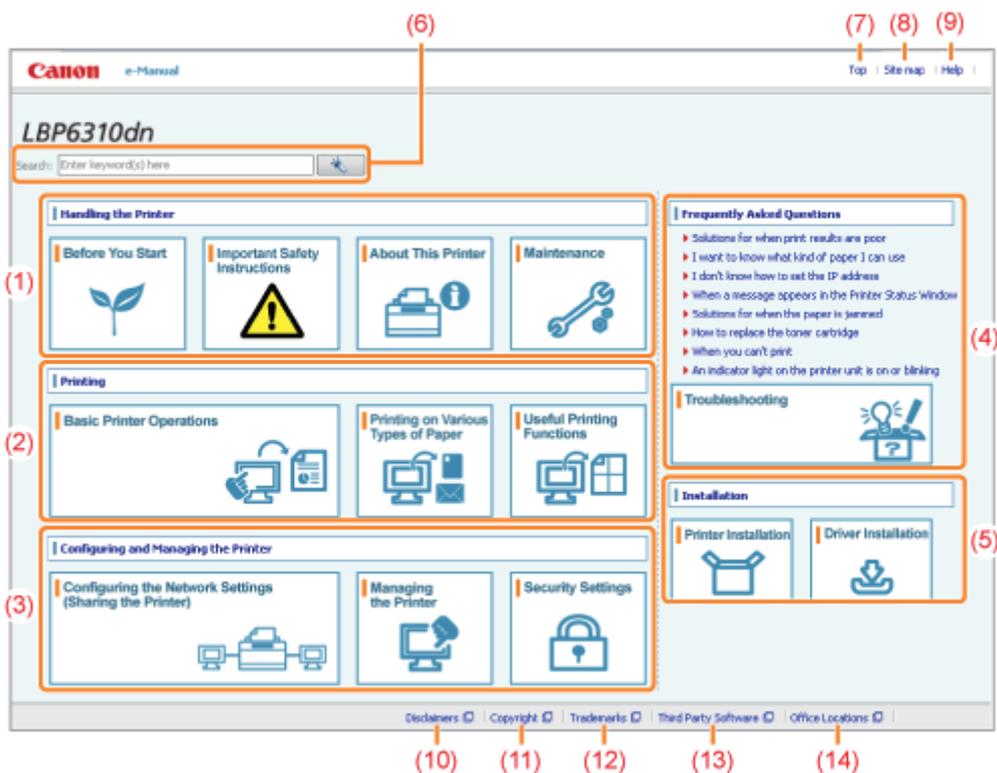
[\*\*➤ Top Page\*\*](#)

[\*\*➤ Topic Page\*\*](#)

[\*\*➤ Site Map\*\*](#)

[\*\*➤ Search Method\*\*](#)

---



## (1) [Handling the Printer]

This section describes the precautions and maintenance methods for handling the printer, and so on.

## (2) [Printing]

This section describes a variety of printing methods, such as basic printing and advanced one that uses the various printing functions.

How to load paper is also described here.

## (3) [Configuring and Managing the Printer]

This section describes how to specify the network settings, how to manage the printer, and so on.

## (4) [Frequently Asked Questions]

Frequently asked questions are featured.

For details on the solutions for the other problems, see [Troubleshooting].

## (5) [Installation]

This section describes how to install this printer, how to install the printer driver, and so on.

## (6) [Search]

The search panel is displayed by entering keyword(s) and clicking [  ].

For details, see "[Search Method](#)."

## (7) [Top]

The top page of the e-Manual is displayed.

## (8) [Site map]

The entire contents of the e-Manual are displayed.

## (9) [Help]

How to use the e-Manual is displayed.

## (10) [Disclaimers]

The disclaimers are displayed.

## (11) [Copyright]

The information of copyrights is displayed.

## (12) [Trademarks]

The trademarks are displayed.

## (13) [Third Party Software]

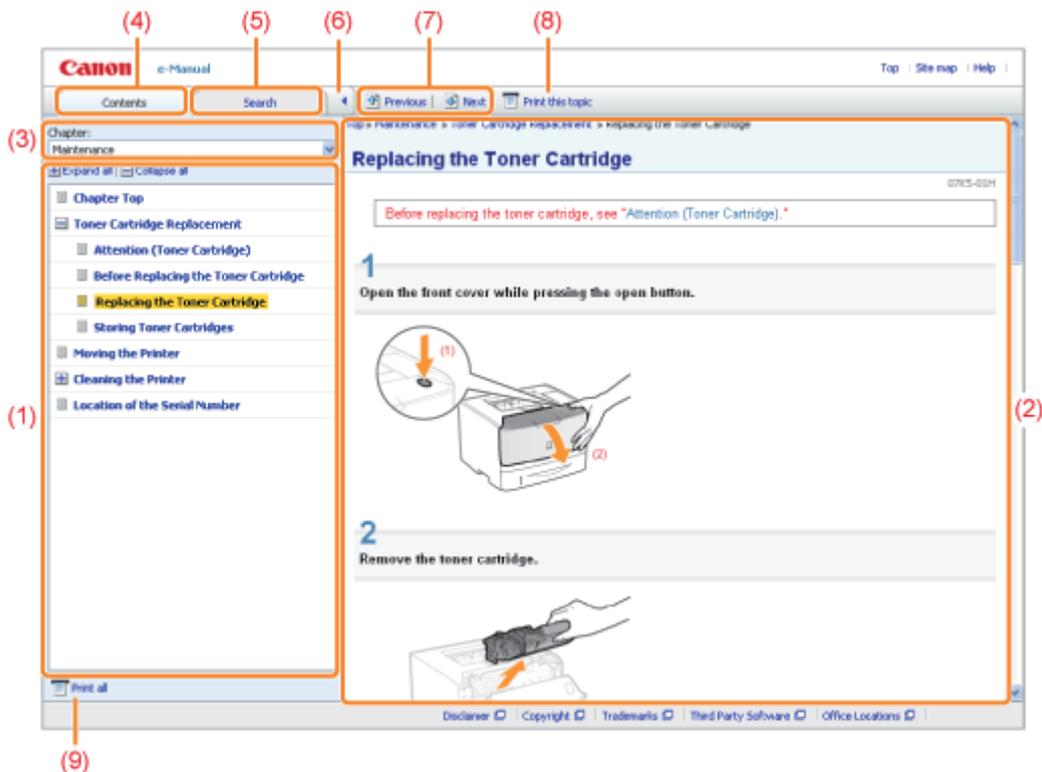
The information about the third party software is displayed.

**(14) [Office Locations]**

Inquiries for this printer are displayed.

---

# Topic Page



## (1) Chapter contents

This is the list of chapter contents. Clicking each item displays the description in the topic page.

Click [ + ] to expand a menu, and click [ - ] to collapse a menu.

Alternatively, click [ + Expand all ] to expand all menus, and click [ - Collapse all ] to collapse all menus.

## (2) Topic page

The descriptions of each item are displayed.

The current location of the displayed topic is displayed at the upper left of the topic page. Click a link to move to a higher level.

## (3) [Chapter] menu

You can select a different chapter from the pull-down menu.

## (4) [Contents] tab

Click to display the chapter contents panel.

## (5) [Search] tab

Click to display the search panel.

For details, see "Search Method."

## (6) [ < | ]

Click to display or hide the chapter contents panel/search panel.

## (7) [ < Previous ]/[ Next > ]

Click to move to the previous or next topic.

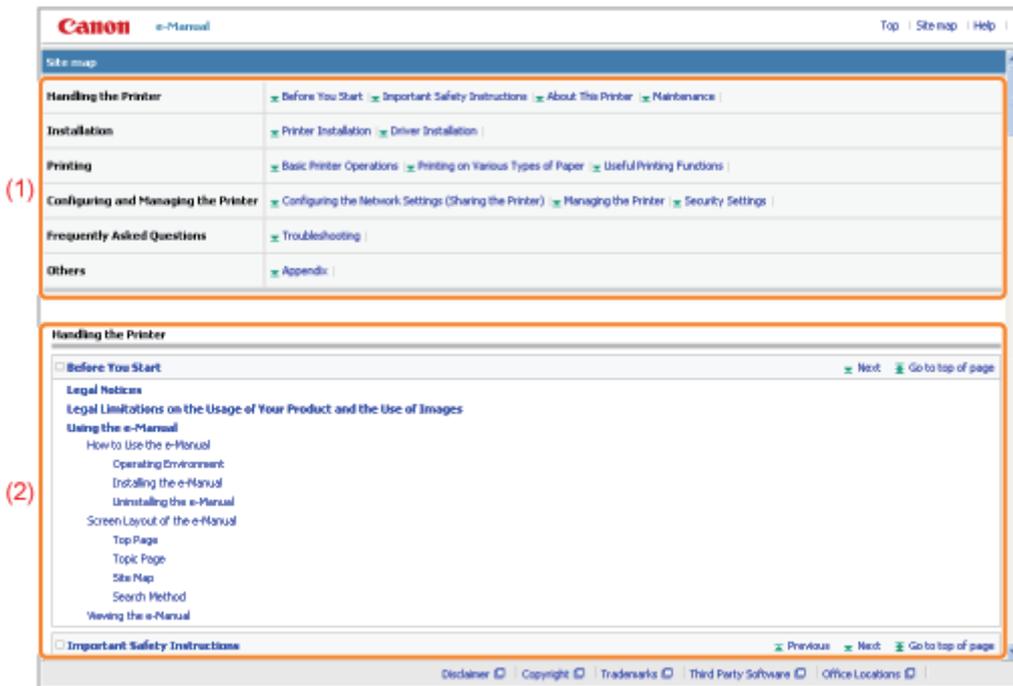
## (8) [Print this topic]

Prints only the topic page currently displayed.

## (9) [Print all]

Prints all the contents in a chapter.

# Site Map



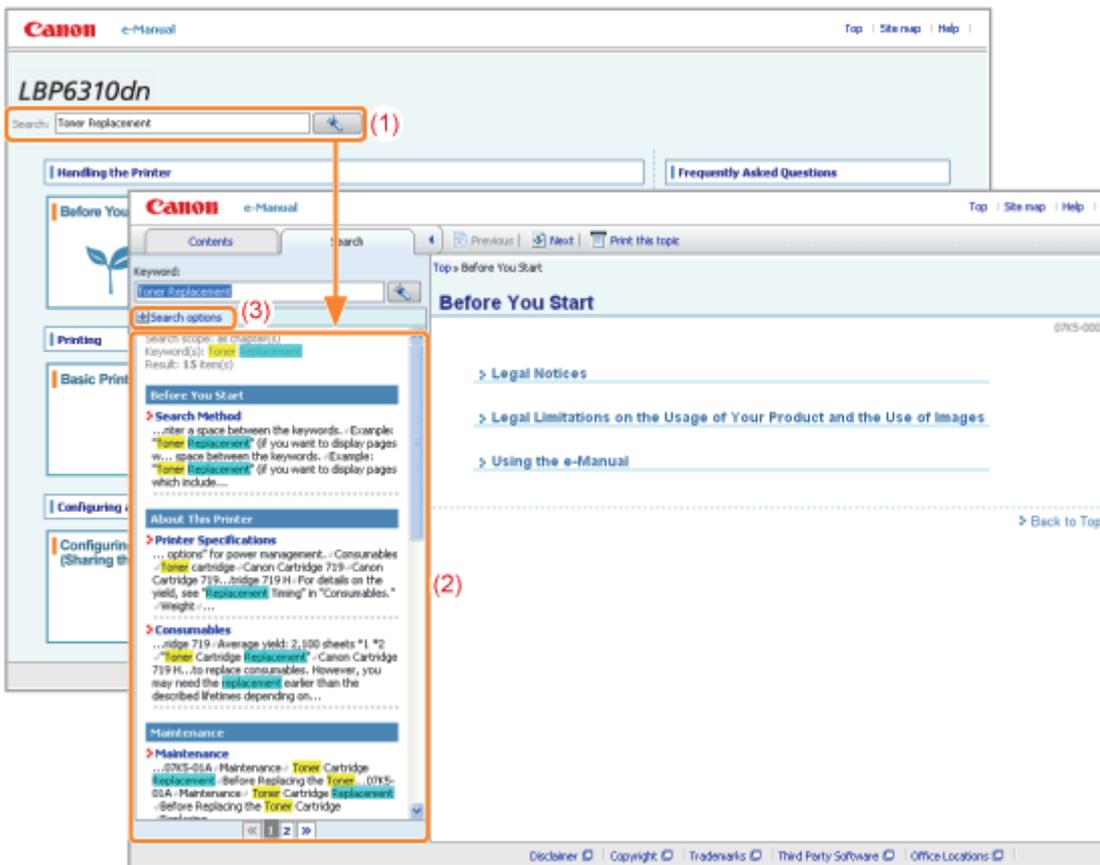
## (1) Categories

Shows the chapters of the e-Manual. Click an item to view the detailed list of the chapter.

## (2) Whole contents

Shows the all chapters and sections of the e-Manual. Click an item to view the contents.

# Search Method



## (1) Search

Entering a character string in [Search] on the top page or in the [Keyword] text box on the search panel and then clicking [  ] displays the search results.

The AND search is available in the e-Manual so you can refine the search results by entering two or more keywords. When entering keywords, enter a space between the keywords.

- **Example:** "Toner Replacement" (if you want to display pages which include words, "Toner" and "Replacement")

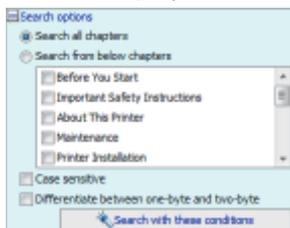
## (2) Search result

The search results for a keyword are displayed.

If there are more than 10 search results, you can see the other results by clicking [  ], [  ], or the number which is located below the result.

## (3) [Search options]

Click to display the search options.



The search options can be used to specify the chapter to search, case sensitivity, and whether to differentiate between one- and two-byte characters.

Click [Search with these conditions] to search with the specified conditions.

## Viewing the e-Manual

### Symbols Used in the e-Manual

The following are descriptions of warnings and cautions used in the e-Manual to explain handling restrictions, precautions, and instructions that should be observed for your 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 are examples of how control panel keys and on-screen buttons are depicted in the e-Manual.

Type	Depiction in the e-Manual	Example
Control panel keys	[Key icon] + (Key name)	[  ] (Cancel Job)
Buttons on computer operation screen and so on	[Button name and so on]	[OK]

### Screenshots Used in the e-Manual

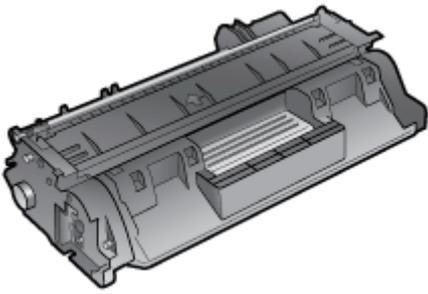
The contents of the screenshots used in the e-Manual are the default settings.

Depending on the system configuration, the contents of the screenshots may partly differ.

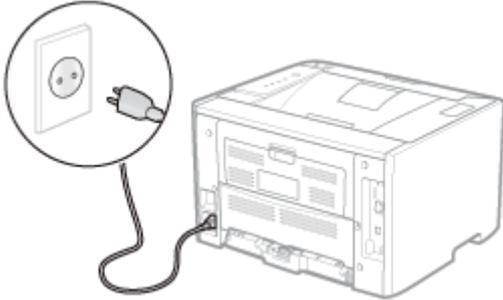
† The functions of the printer driver may be changed due to upgrade.

### Illustrations Used in the e-Manual

- The illustrations of the toner cartridge used in the e-Manual are those for the Canon Cartridge 719.



- Although the power cord used in this manual is as the one in the following illustration, the form of the power cord may differ depending on the country or region.



## Abbreviations Used in the e-Manual

### Abbreviations of Operating Systems

In the e-Manual, operating systems are abbreviated as follows.

Microsoft Windows XP operating system	Windows XP
Microsoft Windows Vista operating system	Windows Vista
Microsoft Windows 7 operating system	Windows 7
Microsoft Windows Server 2003 operating system	Windows Server 2003
Microsoft Windows Server 2008 operating system	Windows Server 2008
Microsoft Windows operating system	Windows

## Disclaimers

---

- The information in this manual is subject to change without notice.
  - CANON INC. MAKES NO WARRANTY OF ANY KIND WITH REGARD TO THIS MATERIAL, EITHER EXPRESS OR IMPLIED, EXCEPT AS PROVIDED HEREIN, INCLUDING WITHOUT LIMITATION, THEREOF, WARRANTIES AS TO MARKETABILITY, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OF USE OR AGAINST INFRINGEMENT OF ANY PATENT. CANON INC. SHALL NOT BE LIABLE FOR ANY DIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY NATURE, OR LOSSES OR EXPENSES RESULTING FROM THE USE OF THIS MATERIAL.
-

## Copyright

---

- Copyright 2012 by Canon Inc. All rights reserved.
  - No part of this publication may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying and recording, or by any information storage or retrieval system without the prior written permission of Canon Inc.
-

## Trademarks

---

- Canon, the Canon logo, LBP, NetSpot, and PageComposer are trademarks of Canon Inc.
  - Adobe, Adobe Acrobat, and Adobe Reader are trademarks of Adobe Systems Incorporated.
  - Microsoft, Windows, Windows Vista, Windows Server and Internet Explorer are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.
  - Ethernet is a trademark of Xerox Corporation.
  - Other product and company names herein may be the trademarks of their respective owners.
-

## Third Party Software

---

This product includes third-party software modules. Use and distribution of this software modules, including any updates of such software modules (collectively, the "SOFTWARE") are subject to conditions (1) through (9) below.

- (1) You agree that you will comply with any applicable export control laws, restrictions or regulations of the countries involved in the event that this product including the SOFTWARE is shipped, transferred or exported into any country.
  - (2) Rights holders of the SOFTWARE retain in all respects the title, ownership and intellectual property rights in and to the SOFTWARE. Except as expressly provided herein, no license or right, expressed or implied, is hereby conveyed or granted by rights holders of the SOFTWARE to you for any intellectual property of rights holders of the SOFTWARE.
  - (3) You may use the SOFTWARE solely for use with the Canon product you purchased (the "PRODUCT").
  - (4) You may not assign, sublicense, market, distribute, or transfer the SOFTWARE to any third party without prior written consent of rights holders of the SOFTWARE.
  - (5) Notwithstanding the foregoing, you may transfer the SOFTWARE only when (a) you assign all of your rights to the PRODUCT and all rights and obligations under the conditions to transferee and (b) such transferee agrees to be bound by all these conditions.
  - (6) You may not decompile, reverse engineer, disassemble or otherwise reduce the code of the SOFTWARE to human readable form.
  - (7) You may not modify, adapt, translate, rent, lease or loan the SOFTWARE or create derivative works based on the SOFTWARE.
  - (8) You are not entitled to remove or make separate copies of the SOFTWARE from the PRODUCT.
  - (9) The human-readable portion (the source code) of the SOFTWARE is not licensed to you.
-

# Important Safety Instructions

---

Read these "Important Safety Instructions" thoroughly before operating the printer.

As these instructions are intended to prevent injury to the user and other persons or destruction of property, always pay attention to these instructions.

Also, as 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**

---

## ➤ **Power Supply**

---

## ➤ **Handling**

---

## ➤ **Maintenance and Inspections**

---

## ➤ **Consumables**

---

## ➤ **Others**

---

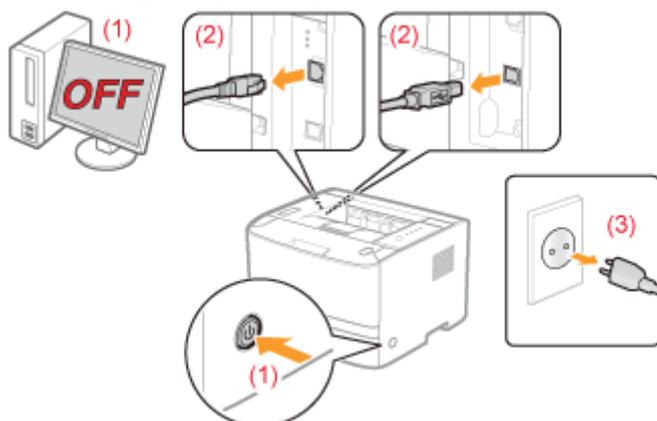
### **WARNING**

- Do not install the printer in a location near alcohol, paint thinner, or other flammable substances. If flammable substances come into contact with electrical parts inside the printer, this may result in a fire or electrical shock.
- Do not place the following items on the printer.

- Necklaces and other metal objects
- Cups, vases, flowerpots, and other containers filled with water or liquids

If these items come into contact with a high-voltage area inside the printer, this may result in a fire or electrical shock.

If these items are dropped or spilled inside the printer, immediately turn OFF the power switch (1) and disconnect the interface cables if they are connected (2). Then, unplug the power plug from the AC power outlet (3) and contact your local authorized Canon dealer.



- When installing or removing the optional accessories, be sure to turn the printer OFF, unplug the power plug, and then disconnect all the interface cables and power cord from the printer. Otherwise, the power cord or interface cables may be damaged, resulting in a fire or electrical shock.

### **CAUTION**

- Do not install the printer in unstable locations, such as on unsteady platforms or inclined floors, or in locations subject to excessive vibrations, as this may cause the printer to fall or tip over, resulting in personal injury.
- The ventilation slots are provided for proper ventilation of working parts inside the printer. Never place the printer on a soft surface, such as a bed, sofa, or rug. Blocking the slots can cause the printer to overheat, resulting in a fire.
- Do not install the printer in the following locations, as this may result in a fire or electrical shock.
  - A damp or dusty location
  - A location exposed to smoke and steam, such as near a cookery or humidifier
  - A location exposed to rain or snow
  - A location near a water faucet or water
  - A location exposed to direct sunlight
  - A location subject to high temperatures
  - A location near open flames
- When installing the printer, gently lower the printer to the installation site so as not to catch your hands between the printer and the floor or between the printer and other equipment, as this may result in personal injury.
- When connecting the interface cable, connect it properly by following the instructions in the e-Manual. If not connected properly, this may result in malfunction or electrical shock.
- When moving the printer, follow the instructions in the e-Manual to hold it correctly. Failure to do so may cause you to drop the printer, resulting in personal injury.

➤ ["Moving the Printer"](#)

## 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 can cause electrical damage, resulting in fire or electrical shock.
- Keep the power cord away from all heat sources. Failure to do so can cause the power cord insulation to melt, resulting in 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.
- The power cord may become damaged if it is stepped on, fixed 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.
- Do not plug or unplug the power plug with wet hands, as this can result in electrical shock.
- Do not plug the power cord into a multi-plug power strip, as this can result in a fire or electrical shock.
- Do not bundle up or tie up the power cord in a knot, as this can result in a fire or electrical shock.
- Insert the power plug completely in the AC power outlet. Failure to do so can result in a fire or electrical shock.
- 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 a shock to the power connector.
- Do not use power cords other than the one provided, as this can 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.

### **CAUTION**

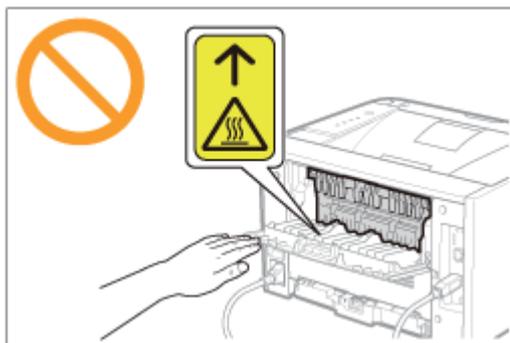
- Do not use a power supply voltage other than that listed herein, as this may result in a fire or electrical shock.
- Always grasp the power plug when unplugging the power plug. Do not pull on the power cord, as this may expose the core wire of the power cord or damage the cord insulation, causing electricity to leak, resulting in a fire or electrical shock.
- Leave sufficient space around the power plug so that it can be unplugged easily. If objects are placed around the power plug, you may be unable to unplug it in an emergency.

### **WARNING**

- Do not disassemble or modify the printer. There are high-temperature and high-voltage components inside the printer which may result in a fire or electrical shock.
- Electrical equipment can be hazardous if not used properly. Do not allow children to touch the power cord, cables, internal gears, or electrical parts.
- If the printer makes an unusual noise or emits smoke, heat, or an unusual smell, immediately turn OFF the power switch and disconnect the interface cables if they are connected. Then, unplug the power plug from the AC power outlet and contact your local authorized Canon dealer. Continued use can result in a fire or electrical shock.
- Do not use flammable sprays near the printer. If flammable substances come into contact with electrical parts inside the printer, this may result in a fire or electrical shock.
- Always turn OFF the power switch and unplug the power plug and interface cables before moving the printer. Failure to do so can damage the cables or cords, resulting in a fire or electrical shock.
- Confirm that the power plug or power connector is inserted completely after moving the printer. Failure to do so can result in an overheating and fire.
- Do not drop paper clips, staples, or other metal objects inside the printer. Also, do not spill water, liquids, or other flammable substances (alcohol, benzene, paint thinner, and so on) inside the printer. If these items come into contact with a high-voltage area inside the printer, this may result in a fire or electrical shock. If these items are dropped or spilled inside the printer, immediately turn OFF the power switch and disconnect the interface cables if they are connected. Then, unplug the power plug from the AC power outlet and contact your local authorized Canon dealer.
- When plugging or unplugging a USB cable when the power plug is plugged into an AC power outlet, do not touch the metal part of the connector, as this can result in electrical shock.

### **CAUTION**

- Do not place heavy objects on the printer. The object or the printer may fall, resulting in personal injury.
- Turn OFF the power switch when the printer will not be used for a long period of time, such as overnight. Turn OFF the printer and unplug the power plug if the printer will not be used for an extended period of time, such as for several days.
- Open or close covers and install or remove drawers gently and carefully. Be careful not to hurt your fingers.
- Keep your hands and clothing away from the roller in the output area. Even if the printer is not printing, the roller may suddenly rotate and catch your hands or clothing, resulting in personal injury.
- Do not take your hands off the transport guide until it moves back to its original position when tilting the transport guide toward you. The transport guide may snap back to its original position, and this may result in personal injury.
- The output slot is hot during and immediately after printing. Do not touch the area surrounding the output slot, as this may result in burns.



- Printed paper may be hot immediately after being output. Be careful when removing the paper and aligning the removed paper, especially after continuous printing. Failure to do so may result in burns.
- The laser beam used in the printer can be harmful to human bodies. The laser beam is confined in the laser scanner unit by a cover, so there is no danger of the laser beam escaping during normal printer operation. Read the following remarks and instructions for safety.
  - Never open covers other than those indicated in this manual.
  - Do not remove the caution label attached to the cover of the laser scanner unit.



## Maintenance and Inspections

### **WARNING**

- When cleaning the printer, turn OFF the printer and computer, remove the interface cables, and then unplug the power plug. Failure to do so can result in a fire or electrical shock.
- Unplug the power plug from the AC power outlet periodically and clean the area around the base of the power plug's metal pins and the AC power outlet with a dry cloth to remove all dust and grime. In damp, dusty, or smoky locations, dust can build up around the power plug and become damp, which can cause a short circuit, resulting in a fire.
- Clean the printer with a well wrung out cloth dampened with water or mild detergent diluted with water. Do not use alcohol, benzene, paint thinner, or other flammable substances. If flammable substances come into contact with electrical parts inside the printer, this may result in a fire or electrical shock.
- Some areas inside the printer are subject to high voltage. When removing jammed paper or when inspecting the inside of the printer, be careful not to allow necklaces, bracelets, or other metal objects to touch the inside of the printer, as this can result in burns or electrical shock.
- Do not dispose of used toner cartridges in open flames. This may cause the toner remaining inside the cartridges to ignite, resulting in burns or fire.
- If you accidentally spill or scatter toner, carefully gather the toner particles together or wipe them up with a soft, damp cloth in a way that prevents inhalation.  
Never use a vacuum cleaner that does not have safeguards against dust explosions to clean up spilled toner. Doing so may cause a malfunction in the vacuum cleaner, or result in a dust explosion due to static discharge.
- Confirm that the power plug or power connector is inserted completely after cleaning the printer. Failure to do so can result in an overheating and fire.
- Check the power cord and plug regularly. The following conditions may result in fire, so contact your local authorized Canon dealer or the Canon help line.
  - There are burn marks on the power plug.
  - The blade on the power plug is deformed or broken.
  - The power is turned OFF or ON when bending the power cord.
  - The coating of the power cord is damaged, cracked, or dented.
  - A part of the power cord becomes hot.
- Check regularly that the power cord, plug, and connector are not handled in the following manner. This may result in a fire or electrical shock.
  - The power connector is loosened.
  - Stress is being applied to the power cord by a heavy object or by fixing it with staples.
  - The power plug is loosened.
  - The power cord is tied in a bundle.
  - A part of the power cord is put in an aisle.
  - The power cord is put in front of the heating appliance.

### **CAUTION**

- Never attempt to service this printer yourself, except as explained in this manual. There are no user serviceable parts inside the printer. Adjust only those controls that are covered in the operating instructions. Improper adjustment could result in personal injury and/or damage requiring extensive repair that may not be covered under your Limited Warranty.
- The fixing unit and its surroundings inside the printer become hot during use. When removing jammed paper or when inspecting the inside of the printer, do not touch the fixing unit and its surroundings, as this may result in burns.
- 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, as this may result in burns.
- If paper is jammed, remove the jammed paper so that any pieces of paper do not remain inside the printer according to the displayed message. Also, do not put your hands forcibly into the parts other than those directed on the screen. Failure to do so may result in burns or injuries.
- When removing jammed paper or replacing a toner cartridge, be careful not to get any toner on your hands or clothing, as this will dirty your hands or clothing. If toner gets on your hands or clothing, wash them immediately.

with cold water. Washing with warm water sets the toner, making it impossible to remove the toner stains.

- When removing jammed paper, be careful not to allow the toner on the paper to scatter. The toner may get into your eyes or mouth. If toner gets into your eyes or mouth, wash them immediately with cold water and consult a physician.
- When loading paper or removing jammed paper, be careful not to cut your hands with the edges of the paper.
- When removing a toner cartridge, remove the toner cartridge carefully so as to prevent the toner from scattering and getting into your eyes or mouth. If toner gets into your eyes or mouth, wash them immediately with cold water and consult a physician.
- Do not attempt to disassemble the toner cartridge. The toner may scatter and get into your eyes or mouth. If toner gets into your eyes or mouth, wash them immediately with cold water and consult a physician.
- If toner leaks from the toner cartridge, be careful not to inhale the toner or allow it to come into direct contact with your skin. If the toner comes into contact with your skin, wash with soap. If the skin becomes irritated or you inhale the toner, consult a physician immediately.

## Consumables

### **WARNING**

- Do not dispose of used toner cartridges in open flames. This may cause the toner to ignite, resulting in burns or fire.
- Do not store toner cartridges or paper in a location exposed to open flames. This may cause the toner or paper to ignite, resulting in burns or fire.
- When disposing of a toner cartridge, place the toner cartridge into a bag to prevent the toner from scattering, and then dispose of the toner cartridge according to local regulations.
- If you accidentally spill or scatter toner, carefully gather the toner particles together or wipe them up with a soft, damp cloth in a way that prevents inhalation.  
Never use a vacuum cleaner that does not have safeguards against dust explosions to clean up spilled toner. Doing so may cause a malfunction in the vacuum cleaner, or result in a dust explosion due to static discharge.

### **CAUTION**

- Keep the toner cartridges and other consumables out of the reach of small children. If the toner or other parts are ingested, consult a physician immediately.
- Do not attempt to disassemble the toner cartridge. The toner may scatter and get into your eyes or mouth. If toner gets into your eyes or mouth, wash them immediately with cold water and consult a physician.
- If toner leaks from the toner cartridge, be careful not to inhale the toner or allow it to come into direct contact with your skin. If the toner comes into contact with your skin, wash with soap. If the skin becomes irritated or you inhale the toner, consult a physician immediately.
- If the sealing tape is pulled out forcefully or stopped at midpoint, toner may spill out. If the toner gets into your eyes or mouth, wash them immediately with cold water and immediately consult a physician.

## Others

---

 **WARNING**

The printer generates a low-level magnetic field. If you use a cardiac pacemaker and feel abnormalities, move away from the printer and consult your physician immediately.

---

## About This Printer

---

[\*\*Printer Specifications\*\*](#)

---

[\*\*System Requirements for Printing\*\*](#)

---

[\*\*Introduction of the Optional Accessories\*\*](#)

---

[\*\*Names and Dimensions of Each Part\*\*](#)

---

[\*\*Control Panel\*\*](#)

---

[\*\*Printer Status Window\*\*](#)

---

[\*\*Energy-saving Mode\*\*](#)

---

[\*\*Introduction of the Utilities\*\*](#)

---

[\*\*Cautions for Handling the Printer\*\*](#)

---

[\*\*Consumables\*\*](#)

---

# Printer Specifications

## Hardware Specifications

Type	Desktop Page Printer
Printing method	Electrophoto method (On-demand fixing)
Printing speed (Plain paper (60 to 90 g/m <sup>2</sup> ), when printing A4 paper continuously)	<ul style="list-style-type: none"> <li>▪ 33 pages/min. (1-sided printing)</li> <li>▪ 16.8 pages/min. / 8.4 sheets/min. (2-sided printing)</li> </ul> <p>† The print speed may drop depending on the paper settings for the size, type, orientation, and number of copies.</p>
Warm up time (Time from power on to printer ready)	<p>10 seconds or less</p> <p>† May vary depending on the usage conditions, such as the availability of the optional accessories and installation environment.</p>
Recovery time (Time from sleep mode to printer ready)	<p>Approx. 9 seconds</p> <p>† May vary depending on the output environment.</p>
First print time (When performing 1-sided printing on A4 paper and outputting face-down)	<p>Approx. 6 seconds</p> <p>† May vary depending on the output environment.</p>
Paper size	<ul style="list-style-type: none"> <li>▪ Drawer 1/Drawer 2 (Optional) <ul style="list-style-type: none"> <li>– Standard sizes: A4, B5, A5, A6, Legal, Letter, Executive, and 16K</li> <li>– Custom paper sizes: Width 105.0 to 215.9 mm, Length 148.0 to 355.6 mm</li> </ul> </li> <li>▪ Multi-purpose tray <ul style="list-style-type: none"> <li>– Standard sizes: A4, B5, A5, A6, Legal, Letter, Executive, 16K, Index Card, Envelope DL, Envelope No. 10 (COM10), Envelope C5, Envelope B5, and Envelope Monarch</li> <li>– Custom paper sizes: Width 76.2 to 215.9 mm, Length 127.0 to 355.6 mm</li> </ul> </li> </ul>
Paper capacity	<ul style="list-style-type: none"> <li>▪ Drawer 1: Approx. 250 sheets</li> <li>▪ Drawer 2 (Optional): Approx. 500 sheets</li> <li>▪ Multi-purpose tray: Approx. 50 sheets</li> </ul>
2-sided printing	A4, Legal, Letter
Paper output	Face-down/Face-up
Output capacity	<ul style="list-style-type: none"> <li>▪ Output tray: Approx. 150 sheets</li> <li>▪ Sub-output tray: 1 sheet</li> </ul>
Noise (measured in accordance with ISO 7779, declared noise emission in	<ul style="list-style-type: none"> <li>▪ LwAd (declared A-weighted sound power level (1 B = 10 dB)) <ul style="list-style-type: none"> <li>– During standby: Inaudible *</li> <li>– During operation: 7.06 B or less</li> </ul> </li> <li>▪ LpAm (declared A-weighted sound pressure level (bystander position)) <ul style="list-style-type: none"> <li>– During standby: Inaudible *</li> <li>– During operation: Approx. 54.2 dB</li> </ul> </li> </ul>

accordance with ISO 9296)	* Indicates the sound pressure level of each bystander position is below the ISO 7779 absolute criteria for the background noise level.
Operating environment (Printer unit only)	<ul style="list-style-type: none"> <li>• Operating environment <ul style="list-style-type: none"> <li>– Temperature range: 10 to 30°C (50 to 86°F)</li> <li>– Humidity range: 20 to 80% RH (no condensation)</li> </ul> </li> </ul>
Host interface	<ul style="list-style-type: none"> <li>• USB interface <ul style="list-style-type: none"> <li>– Hi-Speed USB/USB</li> </ul> </li> <li>• Network interface <ul style="list-style-type: none"> <li>– Shared 10BASE-T/100BASE-TX (RJ-45)</li> <li>Full duplex/Half duplex</li> </ul> </li> </ul>
User interface	<ul style="list-style-type: none"> <li>• Five LED indicators</li> <li>• One operation key</li> </ul>
Power supply	220 to 240 V (±10%), 50/60 Hz (±2 Hz)
Power consumption (at 20°C (68°F))	<ul style="list-style-type: none"> <li>• Maximum: 1,170 W or less</li> <li>• Average during operation: Approx. 540 W</li> <li>• Average during standby: Approx. 9 W</li> <li>• Average during sleep mode (When LAN is connected): Approx. 1 W</li> <li>• Average during sleep mode (When USB is connected): Approx. 1.2 W</li> </ul> <p>† Even if the power of the printer is turned OFF, power is consumed only slightly while the power plug is inserted into the AC power outlet. To cut the power consumption completely, unplug the power plug from the AC power outlet.</p>
Consumables	<p>Toner cartridge</p> <ul style="list-style-type: none"> <li>• Canon Cartridge 719</li> <li>• Canon Cartridge 719 H</li> </ul> <p>† For details on the yield, see "Replacement Timing" in "<a href="#">Consumables</a>."</p>
Weight	<ul style="list-style-type: none"> <li>• Printer unit and included parts <ul style="list-style-type: none"> <li>– Printer unit (excluding the toner cartridge): Approx. 11.2 kg</li> <li>– Toner cartridge: Approx. 0.8 kg</li> </ul> </li> <li>• Consumables and optional accessories <ul style="list-style-type: none"> <li>– Toner cartridge (Canon Cartridge 719): Approx. 0.8 kg</li> <li>– Toner cartridge (Canon Cartridge 719 H): Approx. 1.0 kg</li> <li>– Paper Feeder Unit PF-44 (including the drawer): Approx. 4.1 kg</li> </ul> </li> </ul>

## Software Specifications

Printing software	Canon Advanced Printing Technology (CAPT) software
Printable area	<p>Data can be printed with a margin of 5.0 mm. (10 mm for envelopes)</p> <p>† For details, see "<a href="#">Printable Area</a>."</p>
Network interface	<ul style="list-style-type: none"> <li>• Supported protocol <ul style="list-style-type: none"> <li>– TCP/IP</li> </ul> </li> <li>• TCP/IP <ul style="list-style-type: none"> <li>– Frame type: Ethernet II</li> </ul> </li> <li>• Printing software <ul style="list-style-type: none"> <li>– Windows Standard TCP/IP Port (Port 9100)</li> </ul> </li> </ul>

† This printer supports Raw only. It does not support LPR.

---

## System Requirements for Printing

The printer driver is software required for printing with this printer.

The following system environment is required to use the printer driver.

### Operating System

- Windows XP Professional or Home Edition
- Windows XP Professional x64 Edition
- Windows Vista (32-bit or 64-bit version)
- Windows 7 (32-bit or 64-bit version)
- Windows Server 2003
- Windows Server 2003 x64 Editions
- Windows Server 2008 (32-bit or 64-bit version)

† For details on the latest status of the supported operating systems and Service Pack, see the Canon Web site (<http://www.canon.com/>).

### System Requirements (minimum required)

	Windows XP, and Server 2003	Windows Vista, 7, and Server 2008
CPU	300 MHz or more	CPU and RAM conforming to recommended system requirements for Windows Vista, 7, or Server 2008
Available memory (RAM)	128 MB or more	
Available hard disk space	Free hard disk space displayed on the installation screen of the printer driver	

### Recommended System Requirements

	Windows XP, and Server 2003	Windows Vista, 7, and Server 2008
CPU	1.2 GHz or more	CPU and RAM conforming to recommended system requirements for Windows Vista, 7, or Server 2008
Available memory (RAM)	256 MB or more	

### Interface

#### When connecting with USB

Hi-Speed USB/USB

#### When connecting to a network

Connector: 10BASE-T or 100BASE-TX

Protocol: TCP/IP

#### NOTE

##### About available memory

The actual amount of available memory varies depending on the system configuration of your computer and the application software currently in use.

In any of the above system environments, print quality is not guaranteed.

##### About unidirectional communication equipment

The printer performs bi-directional communication. Operation of the printer when connected via unidirectional communication equipment is not tested, and as a result, Canon cannot guarantee printer operation if the printer is connected using unidirectional print servers, USB hubs or switching devices.

## Introduction of the Optional Accessories

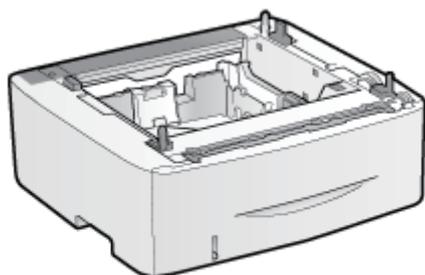
The following optional accessories are available to make full use of the printer functions.

† For the optional accessories, contact your local authorized Canon dealer.

### Paper Feeder

You can load up to 500 sheets of plain paper (80 g/m<sup>2</sup>) of the following sizes in the paper feeder.

Standard sizes	A4, B5, A5, A6, Legal, Letter, Executive, and 16K
Custom paper sizes:	Width 105.0 to 215.9 mm, Length 148.0 to 355.6 mm



Paper Feeder Unit PF-44

#### **IMPORTANT**

**Use a paper feeder designed for this printer.**

Be sure to use a paper feeder designed for this printer.

#### **NOTE**

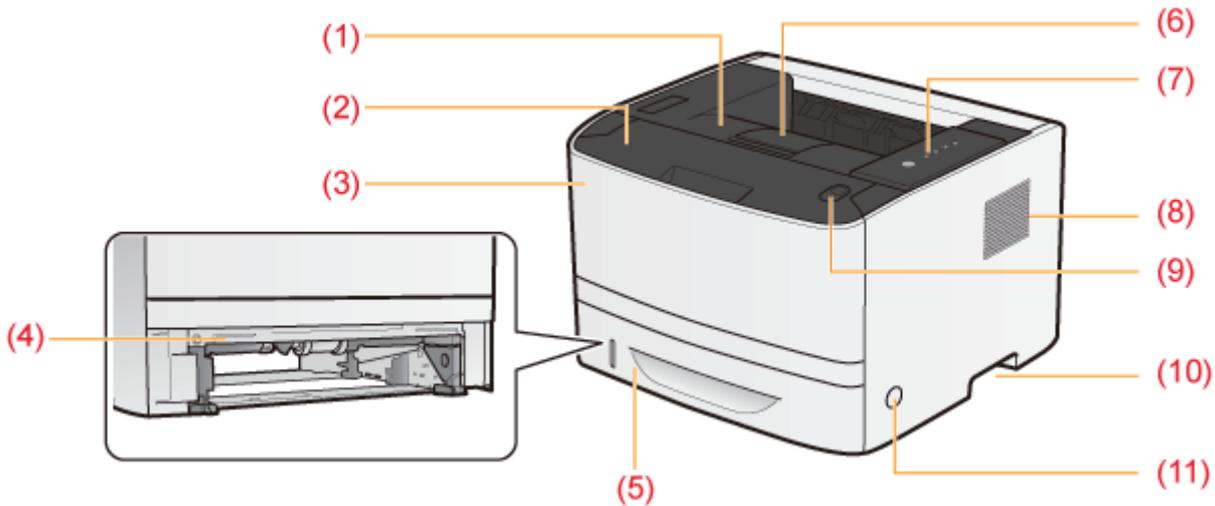
**How to install the paper feeder**

 ["Printer Installation"](#)

## Names and Dimensions of Each Part

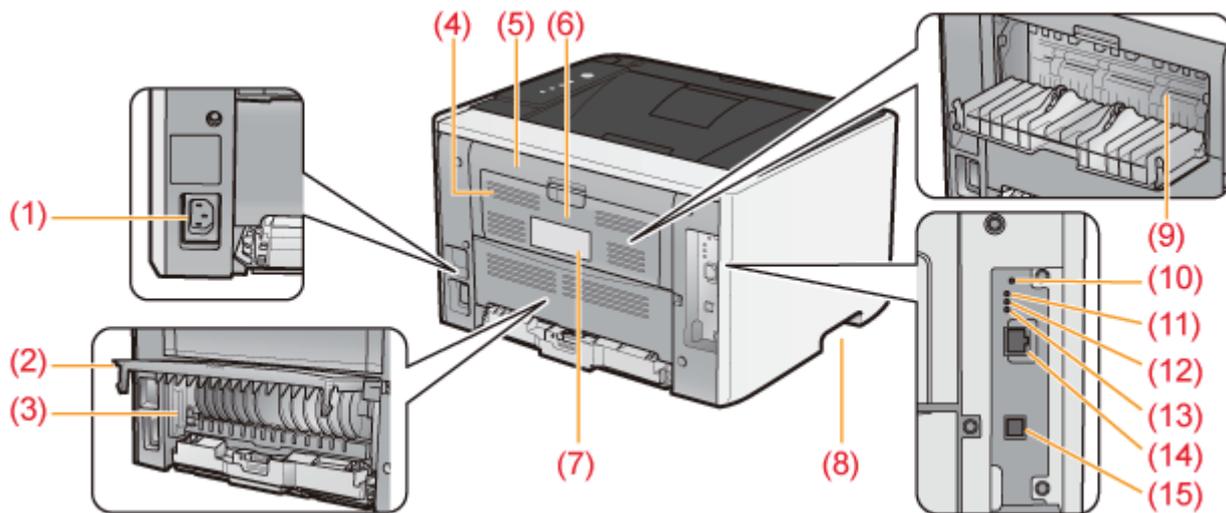
### Part Name

### Front View



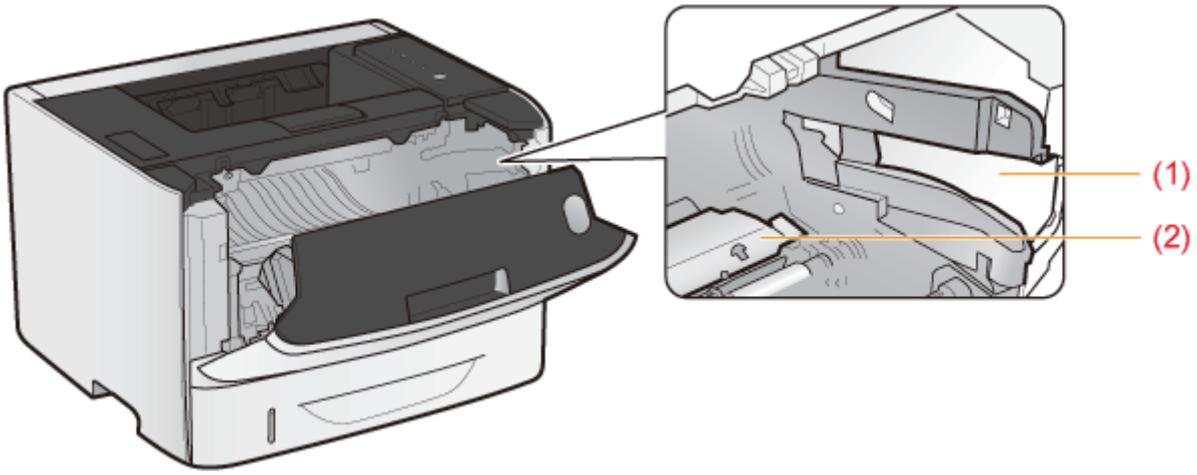
- |                        |                                  |                       |                   |
|------------------------|----------------------------------|-----------------------|-------------------|
| (1) Output Tray        | (4) Duplex Print Transport Guide | (7) Control Panel     | (10) Lift Handles |
| (2) Front Cover        | (5) Paper Drawer                 | (8) Ventilation Slots | (11) Power Switch |
| (3) Multi-purpose Tray | (6) Auxiliary Tray               | (9) Open Button       |                   |

### Rear View



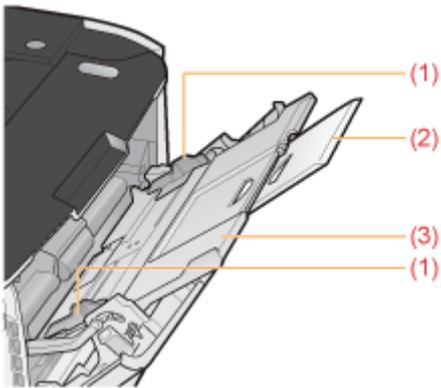
- |                             |                            |                             |
|-----------------------------|----------------------------|-----------------------------|
| (1) Power Socket            | (6) Output Selection Cover | (11) ERR Indicator (Orange) |
| (2) Duplex Unit Cover       | (7) Rating Label           | (12) LNK Indicator (Green)  |
| (3) Paper Size Switch Lever | (8) Lift Handles           | (13) 100 Indicator (Green)  |
| (4) Ventilation Slots       | (9) Sub-output Tray        | (14) LAN Connector          |
| (5) Rear Cover              | (10) Reset Button          | (15) USB Connector          |

### Interior View



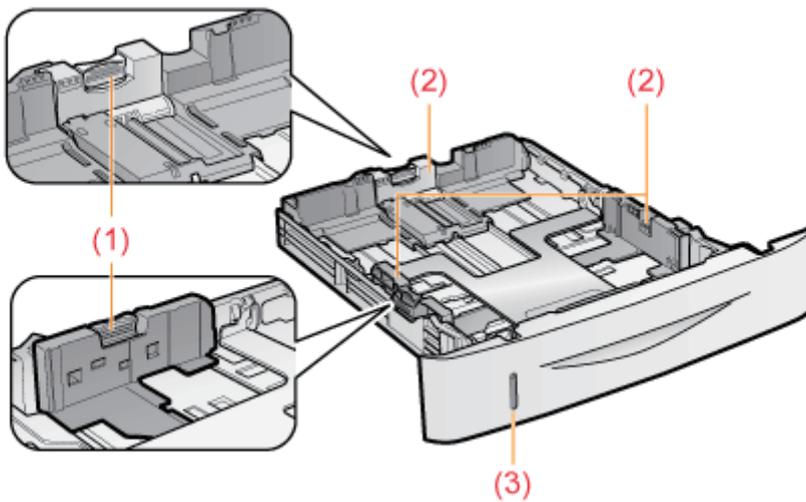
(1) Toner Cartridge Guide (2) Transport Guide

### Multi-purpose Tray



(1) Paper Guide (2) Tray Extension (3) Auxiliary Tray

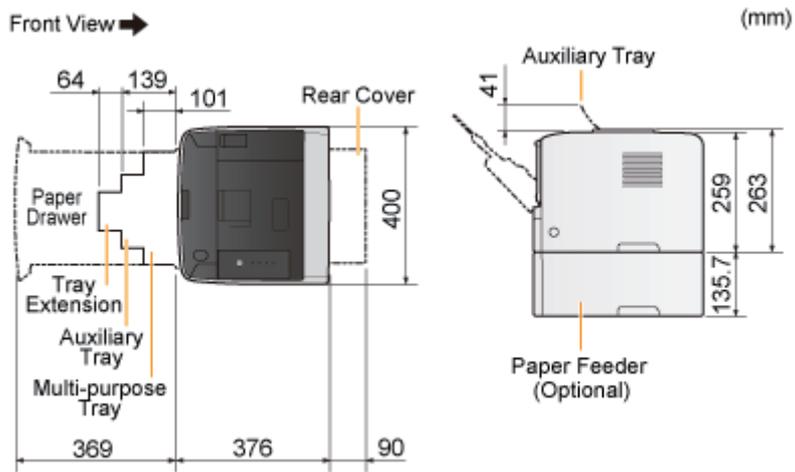
### Paper Drawer



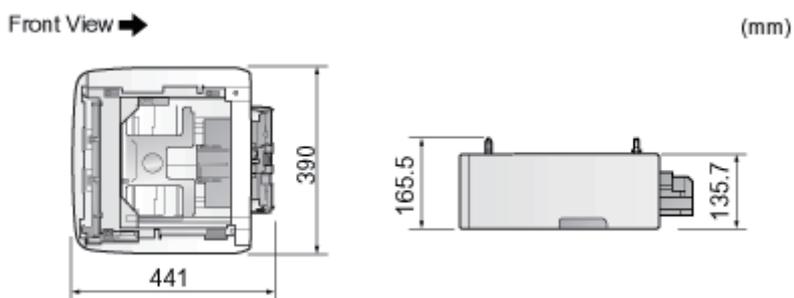
(1) Lock Release Lever (2) Paper Guide (3) Paper Level Indicator

### Dimensions of Each Part

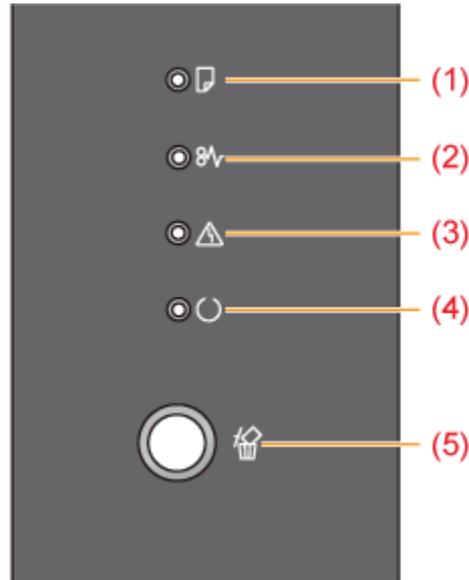
### Printer



## Paper Feeder Unit PF-44



## Control Panel



† Unlike in the above illustration, the indicator names are indicated above the respective icons depending on the country or region.

### Indicators

Name	Status	Refer to	
(1) Load Paper Indicator	 (Blinking)	Printing cannot be performed because no paper is loaded. Paper of the correct size is not loaded.	❖ <a href="#">"Paper Loading and Output"</a>
(2) Paper Jam Indicator	 (Blinking)	A paper jam is occurring and printing cannot be performed.	❖ <a href="#">"Paper Jams"</a>
(3) Alarm Indicator	 (On)	A service error is occurring and printing cannot be performed.	❖ <a href="#">"The Alarm Indicator Is On/Blinking"</a>
	 (Blinking)	An error is occurring and printing cannot be performed.	
(4) Ready Indicator	 (On)	The printer is ready to print or in the sleep mode.	—
	 (Blinking)	The printer is busy printing, preparing to print, or cleaning.	—
(5) Cancel Job Indicator	 (On)	The [  ] (Cancel Job) key is being pressed.	❖ <a href="#">"Canceling a Print Job Using the Cancel Job Key"</a>
		A job is being canceled.	

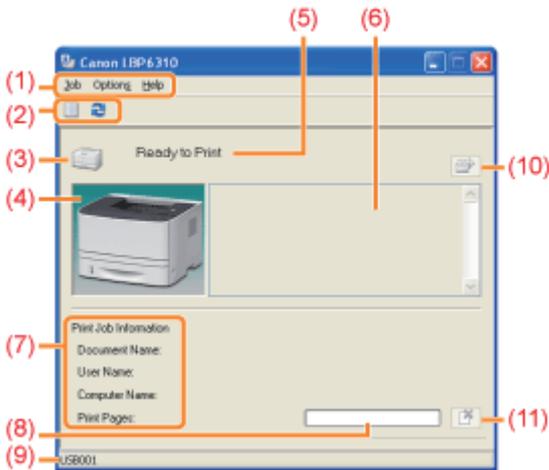
(Blinking)

## Key

Name	Function	Refer to
(5) Cancel Job Key	Pressing this key cancels the job in which an error is occurring and that in a printing process.	❖ <a href="#">"Canceling a Print Job Using the Cancel Job Key"</a>

## Printer Status Window

The Printer Status Window allows you to check the printer status (such as the operation status and job information), perform utility functions, specify the settings for the printer unit, and so on.



(1) Menu bar	<ul style="list-style-type: none"> <li>• <b>[Job] menu</b> You can cancel a job, resume a job which is paused during printing for some reason, or display the print queue.</li> <li>• <b>[Options] menu</b> You can perform utility functions, specify the settings for the printer unit, and so on.</li> <li>• <b>[Help] menu</b> Use this menu to display Help and the version information.</li> </ul>
(2) Tool bar	<ul style="list-style-type: none"> <li>• <b>[  ] (Print queue)</b> Displays the print queue, a function of Windows. For details on the print queue, see Windows Help.</li> <li>• <b>[  ] (Refresh)</b> Obtains the printer status and refreshes the Printer Status Window display.</li> </ul>
(3) [Icon]	<p>Displays the printer status.</p> <ul style="list-style-type: none"> <li> The printer is ready to print or in the sleep mode.</li> <li> The printer pauses.</li> <li> The printer problems need to be corrected.</li> <li> Communication cannot be performed with the printer.</li> <li> A service call is occurring.</li> </ul>
(4) [Animation Area]	Displays the printer status using an animated graphic. This area displays the printing progress or error conditions depending on the printer status.
(5) [Message Area]	Displays messages about the printer status.
(6) [Message Area] (Auxiliary)	Displays additional information (such as situation explanation and solutions) if an error or other such event occurs.
(7) [Job Information Area]	Displays information about the job.
(8) [Progress Bar]	Displays the printing progress of the current job. The bar gradually grows indicating the printing progress.
(9) [Status Bar]	Displays the device to which the printer is connected.
(10) [  ] (Resolve Error)	You can resume a job when it is paused during printing for some reason.

(11) [  ] (Cancel Job)

Cancels the current job. While another user's job is being printed, the [Cancel Job] button is displayed in gray.

#### NOTE

**For details on each option in the Printer Status Window**

See Help.

["How to Use Help"](#)

## Displaying the Printer Status Window

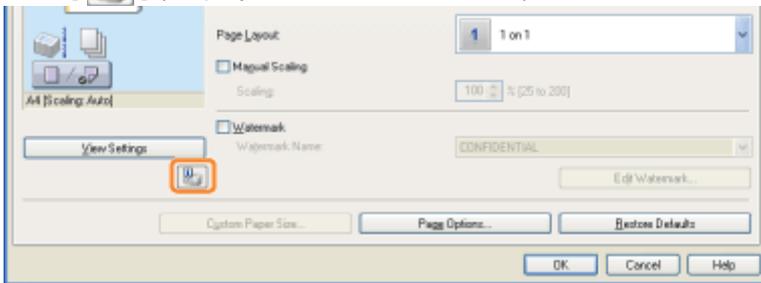
Click [  ] in the Windows task tray, and then select the printer name.



#### NOTE

**When displaying the Printer Status Window from the printer driver**

Click [  ] (Display Printer Status Window) in locations such as in the [Page Setup] sheet.



### Displaying the Printer Status Window automatically

The Printer Status Window icon is displayed automatically under the following situations.

- When an error is occurring while printing
- When the toner cartridge needs to be replaced soon while printing

Clicking this icon can display the Printer Status Window.



† You can change the display settings in the [Preferences (Users)] or [Preferences (Administrators)] dialog box in the Printer Status Window. For more details, see Help.

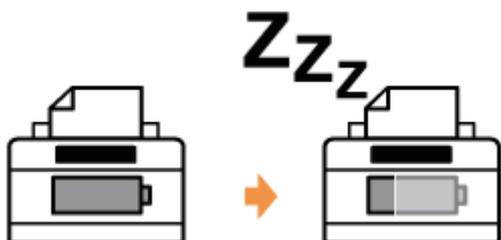
["How to Use Help"](#)

## Energy-saving Mode

You can reduce power consumption of the printer efficiently by using sleep mode or auto shutdown when the printer is not used for a certain time.

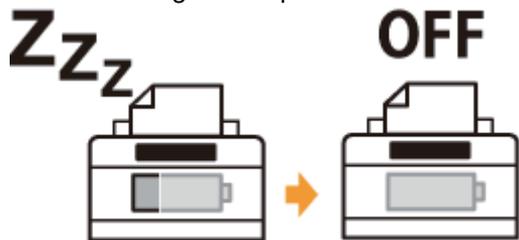
### ➤ Sleep Mode

You can configure the printer to enter the sleep mode when data is not sent from the computer or when the printer status remains as it is longer than the specified time.



### ➤ Auto Shutdown

You can configure the printer to shut down when the specified time is elapsed after entering the sleep mode.



# Sleep Mode

You can specify the settings for sleep mode using the following procedure.

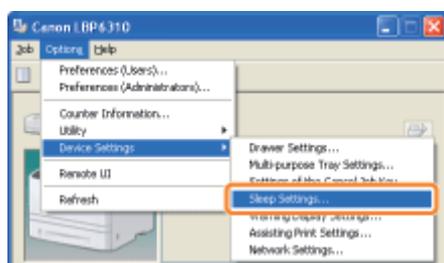
1

Click [  ] in the Windows task tray, and then select the printer name.



2

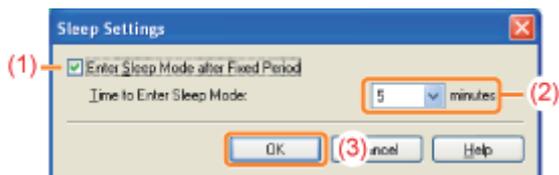
From the [Options] menu, select [Device Settings] → [Sleep Settings].



3

Specify the settings for the sleep mode.

- (1) Select the [Enter Sleep Mode after Fixed Period] check box.
- (2) Specify the time until the printer enters the sleep mode in [Time to Enter Sleep Mode].
- (3) Click [OK].



## NOTE

### About the setting for the time to enter the sleep mode

You can select [5], [10], [15], [30], [60], [90], [120], [150], or [180] minutes for [Time to Enter Sleep Mode]. The default value is [5] minutes.

† We recommend that you use this option in the default setting.

## Auto Shutdown

You can specify the settings for auto shutdown using the following procedure.

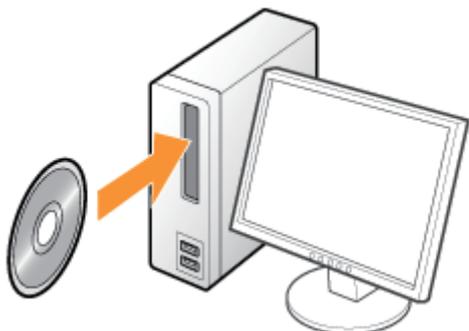
### NOTE

#### Precautions when sharing the printer

You cannot change the settings with the shared printer. Change the settings from the environment in which a local printer is installed.

## 1

Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.



## 2

Click [Additional Software Programs].



#### If the above screen does not appear

➤ "Basic Operations/Variou Information for Windows"

#### If the [AutoPlay] dialog box appears

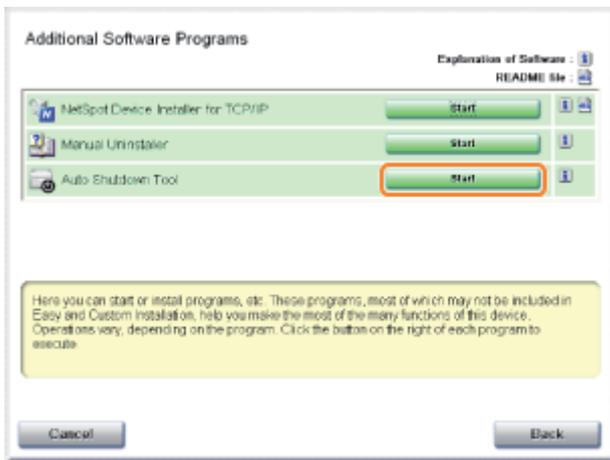
Click [Run AUTORUN.EXE].

#### If the [User Account Control] dialog box appears

Click [Yes] or [Continue].

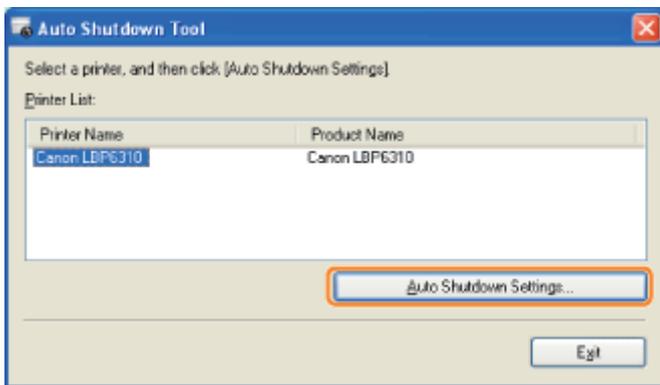
## 3

Click [Start] in [Auto Shutdown Tool].



## 4

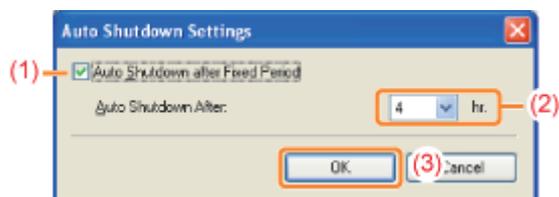
Select a printer, and then click [Auto Shutdown Settings].



## 5

Specify the settings for auto shutdown.

- (1) Select the [Auto Shutdown after Fixed Period] check box.
- (2) Specify the time to shut down in [Auto Shutdown After].
- (3) Click [OK].



### NOTE

#### About the setting for the time to execute auto shutdown

When [Auto Shutdown After] is changed during sleep mode, the specified time to execute auto shutdown is reset. You can specify [Auto Shutdown After] for auto shutdown with 1 hour increments between [1hr.] and [8hr.].

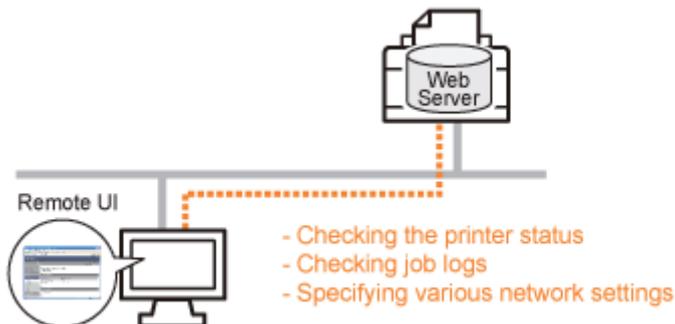
## Introduction of the Utilities

The following useful utilities are available to perform the printer management and so on.

### You can specify the various settings or operate the printer from a remote location. "Remote UI"

By accessing and operating the printer from the Web browser via a network, you can manage the printer using a computer in a remote location.

You can perform various operations, such as checking the current printer status or job logs and specifying various network settings.



#### No specific software is needed.

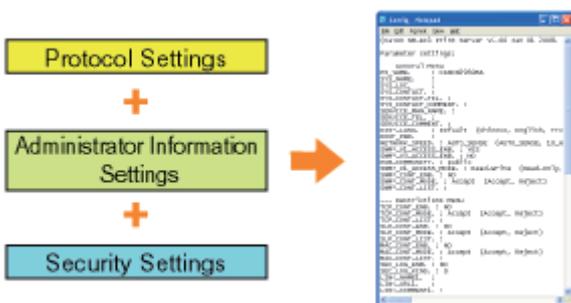
The Remote UI can be operated in a Web browser. You do not need specific software to operate the Remote UI.

#### Central management of all the printer settings with the administrator password

Only the administrator can configure the settings or perform the operations related to the printer management by setting the administrator password.

### You can specify the network settings at a time. "FTP Client"

By accessing the FTP server of the printer, you can specify the network settings, security settings, and so on. Because the setting items are listed in a file, you can specify multiple items all at once.



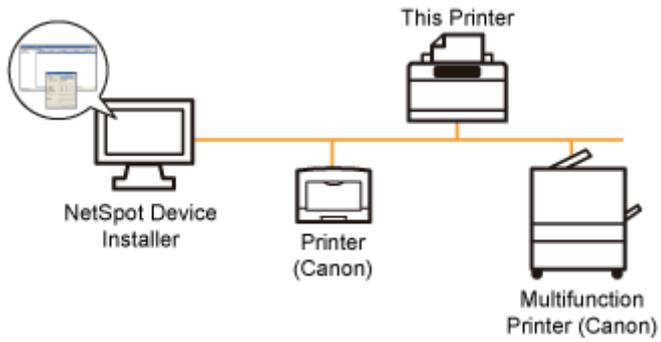
#### No specific software is needed.

You can operate the FTP Client using the Command Prompt supplied with Windows. You do not need specific software to operate the FTP Client.

### You can check the various printer statuses. "NetSpot Device Installer"

You can view the list of statuses of the Canon devices on a network easily.

Also, you can change the default network settings or basic protocol settings.



**You do not need to install NetSpot Device Installer.**

NetSpot Device Installer is software included in the supplied CD-ROM. You can start NetSpot Device Installer directly from the CD-ROM without installing it.

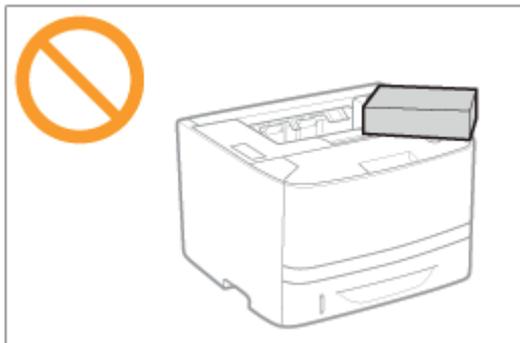
† You can also install NetSpot Device Installer on a computer.

## Cautions for Handling the Printer

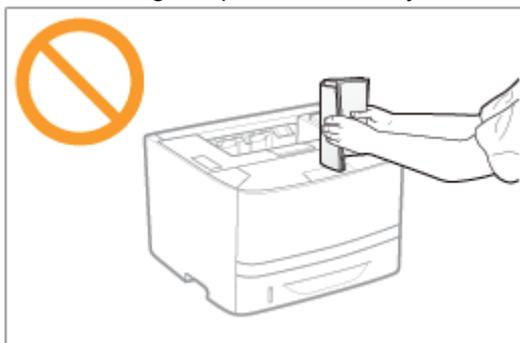
This printer consists of various electronic and precision optical parts. Read the following section so that you can handle the printer properly.

See "Important Safety Instructions" also.

- Do not place any objects other than printing paper on the printer, trays, or covers. This may result in damage to the printer.



- Avoid shaking the printer. This may result in poor print quality or damage to the printer.



- Do not leave any covers open longer than required. Exposing the printer to direct sunlight or strong light may result in deterioration in print quality.
- Do not open the covers on the printer during printing. This may result in damage to the printer.
- Handle each cover gently when opening or closing it. Failure to do so may result in damage to the printer.
- If you want to put a cover on the printer to prevent dust from entering the printer, turn the power OFF and allow the printer to cool down sufficiently before covering the printer.
- If you do not plan to use the printer for a long period of time, unplug the power plug from the AC power outlet.
- Do not use or store the printer in a room where chemicals are used.

## Consumables

The following consumables are provided for this printer. Purchase them at your local authorized Canon dealer.

Use the following table as rough guides to replace consumables. However, you may need the replacement earlier than the described lifetimes depending on the printer installation environment, paper size, or document type.

Consumables	Replacement Timing	Replacement Method
Canon Cartridge 719	Average yield: 2,100 sheets *1 *2	☛ "Toner Cartridge Replacement"
Canon Cartridge 719 H	Average yield: 6,400 sheets *1 *2	

\*1 The average yield is on the basis of "ISO/IEC 19752"\* when printing A4 paper with the default print density setting.

\* "ISO/IEC 19752" is the global standard related to "Method for the determination of toner cartridge yield for monochromatic electrophotographic printers and multi-function devices that contain printer components" issued by ISO (International Organization for Standardization).

\*2 When the toner cartridge needs to be replaced soon, the following message will appear in the Printer Status Window.

- <The toner cartridge needs to be replaced soon.>

### IMPORTANT

#### About replacement toner cartridges

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

Model Name	Supported Canon Genuine Toner Cartridge
LBP6310dn	Canon Cartridge 719 Canon Cartridge 719 H

#### Be careful of counterfeit toner cartridges.

Please be aware that there are counterfeit Canon toner cartridges in the marketplace.

Use of counterfeit toner cartridge 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 cartridge.

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

### NOTE

#### Toner and Toner Cartridge Availability

Toner cartridge for this machine will be available for at least seven (7) years (or any such longer period as required by applicable laws) after production of this machine model has been discontinued.

# Maintenance

---

## ➤ **Toner Cartridge Replacement**

---

- Before Replacing the Toner Cartridge
- Replacing the Toner Cartridge
- Storing Toner Cartridges

## ➤ **Moving the Printer**

---

## ➤ **Cleaning the Printer**

---

- Cleaning the Inside of the Printer
- Cleaning the Outside of the Printer

## ➤ **Location of the Serial Number**

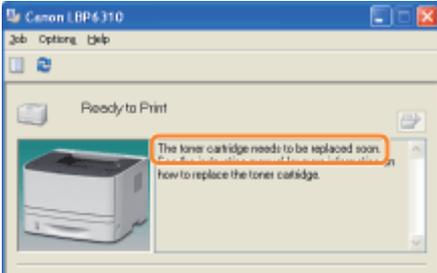
---

# Toner Cartridge Replacement

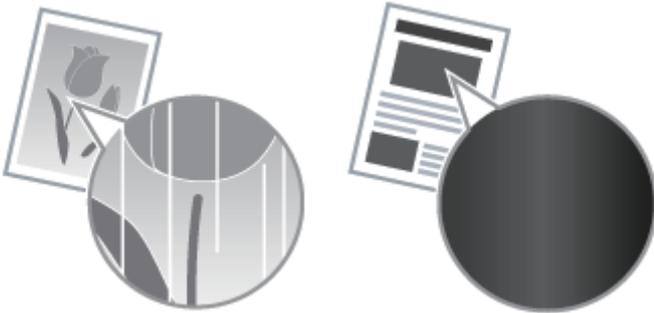
† For details on the yield of the toner cartridge or replacement toner cartridges, see "[Consumables](#)."

Toner cartridges are consumable products. When the toner cartridge is nearing the end of its life, the following symptoms occur.

- <The toner cartridge needs to be replaced soon.> appears in the [Printer Status Window](#).



- White streaks, unevenness, or faded print appears on printout results.



## ▼ If these types of symptom occur

Perform the procedure described in the following section before replacing the toner cartridge. You may be able to print for a while until the toner is used up completely.

- ❖ "[Before Replacing the Toner Cartridge](#)"

## ▼ If the printout result is not improved

If white streaks, unevenness, or faded print appears on printout results even after performing the above procedure, replace the toner cartridge with a new one.

- ❖ "[Replacing the Toner Cartridge](#)"

## <In cases such as where you do not immediately replace the toner cartridge with a replacement toner cartridge after purchasing it>

Pay attention to the points described in the following section to store it.

- ❖ "[Storing Toner Cartridges](#)"

## Attention (Toner Cartridge)

See "Important Safety Instructions" or "Storing Toner Cartridges" also.

### IMPORTANT

#### About replacement toner cartridge

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

Model Name	Supported Canon Genuine Toner Cartridge
LBP6310dn	Canon Cartridge 719 Canon Cartridge 719 H

#### Be careful of counterfeit toner cartridges.

Please be aware that there are counterfeit Canon toner cartridges in the marketplace.

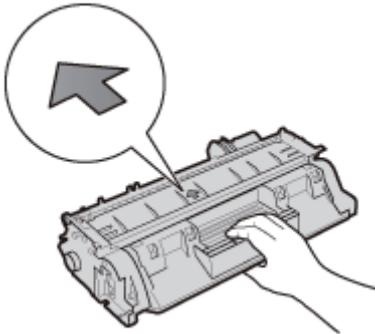
Use of counterfeit toner cartridge may result in poor print quality or machine performance.

Canon is not responsible for any malfunction, accident or damage caused by the use of counterfeit toner cartridge.

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

#### Hold the toner cartridge properly.

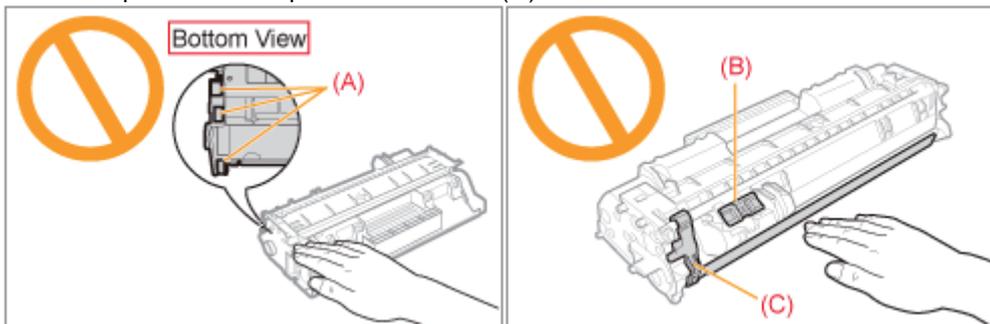
When handling the toner cartridge, hold it properly with the arrowed side facing up as shown in the figure. Do not place it vertically or upside-down.



#### Do not touch the electrical contacts (A) or the toner cartridge memory (B), and do not open the drum protective shutter (C).

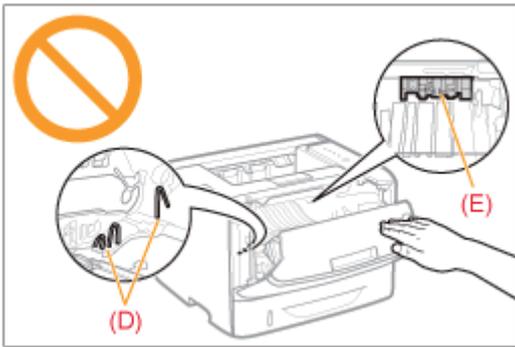
If you touch the electrical contacts (A) or the toner cartridge memory (B), this may result in damage to the cartridge.

Also, print quality may deteriorate if you touch or damage the photosensitive drum inside the toner cartridge. Do not touch or open the drum protective shutter (C).



#### Do not touch the high-voltage contacts (D) or the electrical contacts (E).

This may result in damage to the cartridge.



### Other precautions

- Do not expose the toner cartridge to direct sunlight or strong light.
- Do not attempt to disassemble or modify the toner cartridge.
- Condensation (water droplets on the inside or outside) may form on the toner cartridge when it is brought into an environment with a sudden change in temperature or humidity. When moving a new toner cartridge to a location with change in temperature, leave the cartridge in the protective bag at the new location for two or more hours to allow it to adjust to the new temperature.
- Do not leave the front cover open for a long time with the toner cartridge installed.
- Keep toner cartridge away from products that generate magnetic waves, such as a computer or computer display.
- A toner cartridge is a magnetic product. Keep the toner cartridge away from products that may be damaged by magnetism, such as a floppy disk or disk drive. This may lead to damage to data.

### NOTE

#### About illustrations of the toner cartridge

The e-Manual describes the procedure using illustrations of Canon Cartridge 719.

#### About the packing materials

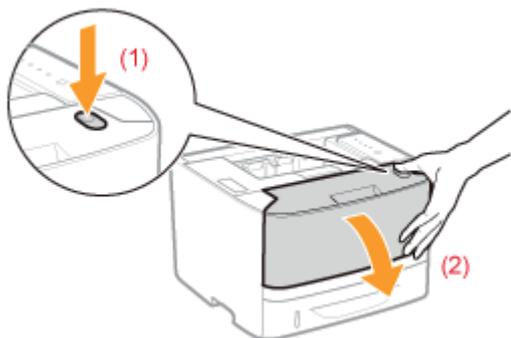
The packing materials may be changed in form or placement, or may be added or removed without notice.

## Before Replacing the Toner Cartridge

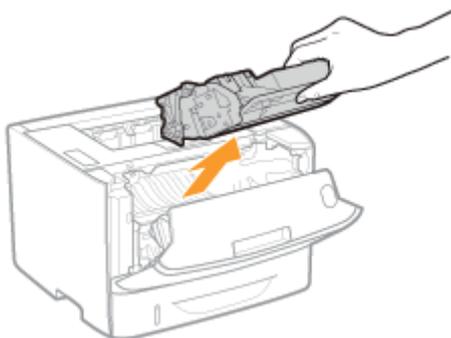
When the toner cartridge is nearing the end of its life, perform the following procedure before replacing the toner cartridge. You may be able to print for a while until the toner is used up completely.

Before performing the following procedure, see ["Attention \(Toner Cartridge\)."](#)

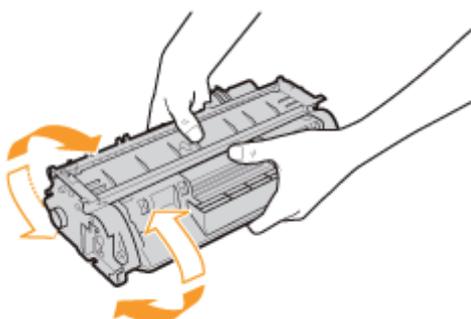
- 1**  
**Open the front cover while pressing the open button.**



- 2**  
**Remove the toner cartridge.**



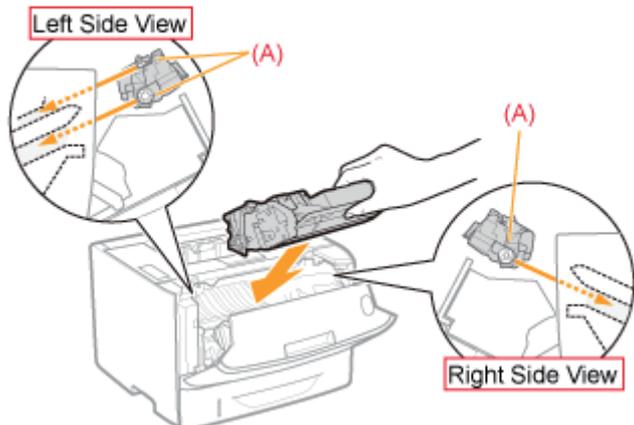
- 3**  
**Shake the toner cartridge five or six times as shown in the figure to evenly distribute the toner inside the cartridge.**



**4**

## Install the toner cartridge.

Push the toner cartridge into the printer firmly until it touches the back of the printer while aligning (A) on both sides of the toner cartridge with the toner cartridge guides inside the printer.



## 5

### Close the front cover.

#### **?** If you cannot close the front cover

Make sure that the toner cartridge is installed in the printer properly. Do not try to forcefully close the front cover, as this may damage the printer.

 If white streaks, unevenness, or faded print appears on printout results even after performing the above procedure, replace the toner cartridge with a new one.

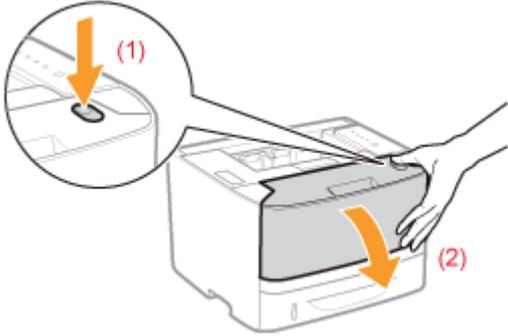
 ["Replacing the Toner Cartridge"](#)

# Replacing the Toner Cartridge

Before replacing the toner cartridge, see "Attention (Toner Cartridge)."

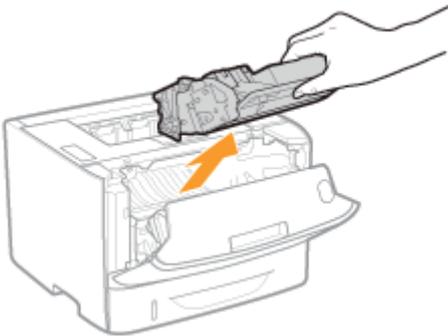
**1**

**Open the front cover while pressing the open button.**



**2**

**Remove the toner cartridge.**

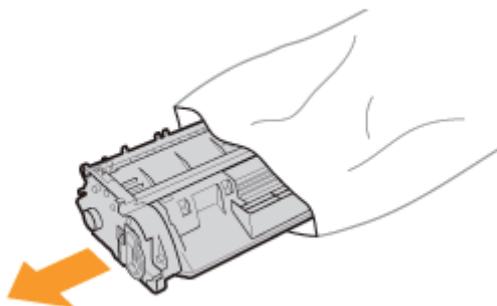


**3**

**Take out the new toner cartridge from the protective bag.**

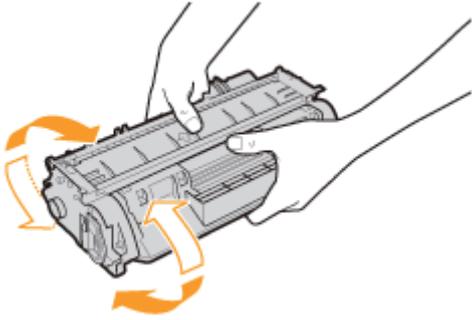
You can open the protective bag with your hands from the notch.

† Keep the protective bag. Do not discard it. You will need it when you remove the toner cartridge for printer maintenance or other purposes.



## 4

**Shake the toner cartridge five or six times as shown in the figure to evenly distribute the toner inside the cartridge.**

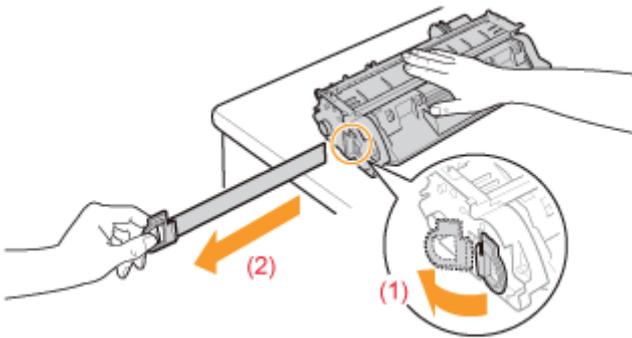


## 5

**Place the toner cartridge on a flat surface.**

## 6

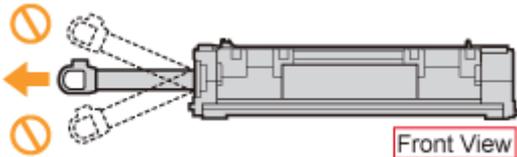
**Fold the tab, and then pull out the sealing tape (approx. 48 cm).**



### **IMPORTANT**

#### **Precautions when pulling out the sealing tape**

- Do not pull the sealing tape diagonally, upward, or downward. If the tape is severed, this may become difficult to pull out completely.

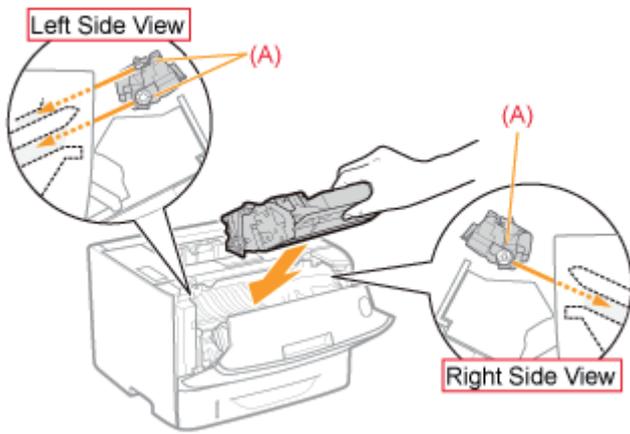


- If the sealing tape stops at midpoint, pull it out of the toner cartridge completely. If any tape remains in the toner cartridge, this may result in poor print quality.
- Dispose of the removed sealing tape according to local regulations.

## 7

**Install the toner cartridge.**

Push the toner cartridge into the printer firmly until it touches the back of the printer while aligning (A) on both sides of the toner cartridge with the toner cartridge guides inside the printer.



## 8

**Close the front cover.**

**? If you cannot close the front cover**

Make sure that the toner cartridge is installed in the printer properly. Do not try to forcefully close the front cover, as this may damage the printer.

## Storing Toner Cartridges

Be careful of the following points when storing a new toner cartridge or handling a toner cartridge that was taken out of the printer for maintenance or moving the printer.

### IMPORTANT

#### **Precautions when storing toner cartridges**

To use toner cartridges in a safe and trouble-free manner, store them in a place that fulfills the following conditions.

- Do not store toner cartridges in a location exposed to direct sunlight.
- Do not store toner cartridges in a location subject to high temperature or humidity or in a location with dramatic changes in temperature or humidity.
  - Storage temperature range: 0 to 35 °C
  - Storage humidity range: 35 to 85% RH (no condensation)
- Do not store toner cartridges in a place where corrosive gases, such as ammonia, are generated, or where a considerable amount of salt is contained in the air, or where there is a lot of dust.
- Keep toner cartridges out of the reach of small children.
- Keep toner cartridges away from products that may be damaged by magnetism, such as a floppy disk or disk drive.

#### **Store toner cartridges in the same orientation as when they are installed in the printer.**

Do not store toner cartridges vertically or upside-down.

#### **When removing the toner cartridge which is being used from the printer**

Immediately place the removed toner cartridge into the original protective bag or wrap it with a thick cloth.

#### **About a new toner cartridge**

Do not take a new toner cartridge out of the protective bag until it is ready to be used.

### NOTE

#### **About condensation**

Even within the storable humidity range, water droplets may develop both inside and outside toner cartridges due to the difference in temperature. The formation of water droplets is called condensation.

Condensation will adversely affect the quality of toner cartridges.

# Moving the Printer

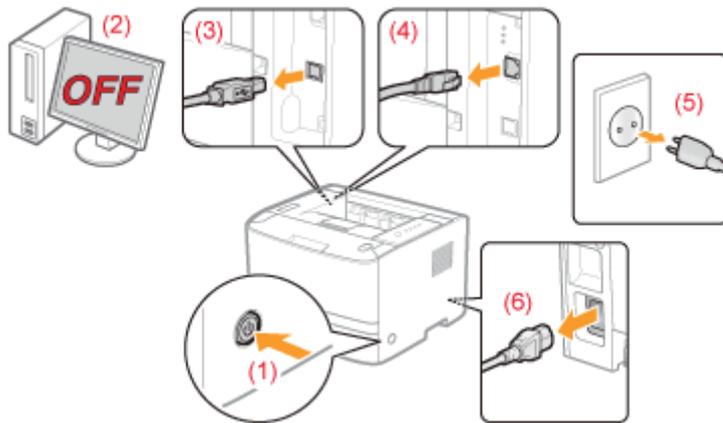
When changing the location of the printer or moving the printer for maintenance, be sure to perform the following procedure.

† For details on the installation site, see "[Printer Installation](#)."

See "[Important Safety Instructions](#)" also.

## 1

**Turn the printer OFF, then disconnect the cables or cords from the printer.**



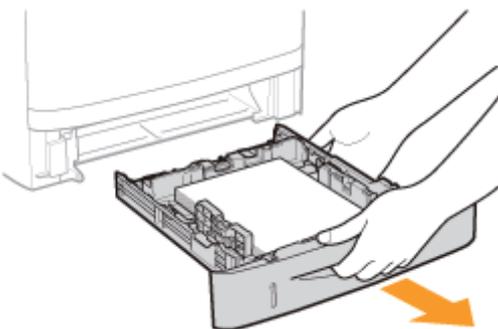
### <How to disconnect the cable or cord>

USB cable*	(2) Turn the computer off. (3) Disconnect the cable from the printer.
LAN cable*	(4) Disconnect the cable from the printer.
Power cord	(5) Disconnect the power plug from the AC power outlet. (6) Disconnect the cable from the printer.

\* Whether the cable is connected or not varies depending on your environment.

## 2

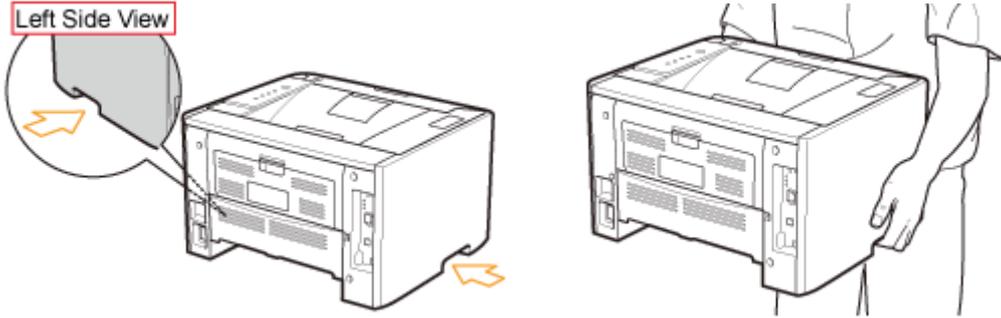
**Pull out the paper drawer.**



## 3

## Carry the printer unit to the installation site.

After confirming that the covers and trays are closed, carry the printer by holding it by the lift handles from the front side.



### If the optional paper feeder is installed

Remove the paper feeder from the printer, place the paper feeder on the new installation site, and then carry the printer to the site.

† Do not carry the printer with the paper feeder installed. If you do so, the paper feeder may drop resulting in personal injury.



† For details on the procedure for installing the paper feeder, see "[Printer Installation](#)."

## 4

### Set the paper drawer in the printer.

Push it into the printer firmly.

## 5

### Connect the removed cable or cord.

#### <How to connect the cable or cord>

USB cable *	Connect to the USB connector on the printer.
LAN cable *	Connect to the LAN connector on the printer.
Power cord	(1) Plug the power cord to the power socket on the printer. (2) Plug the power plug into the AC power outlet.

\* Whether the cable is connected or not varies depending on your environment.

### When transporting the printer unit

To prevent damage to the printer during transport, perform the following.

•

- **Remove the toner cartridge.**

† See "[Storing Toner Cartridges](#)" also.

- **Securely pack the printer in the original box with packing materials.**

† If the original box and packing materials are not available, find an appropriate box along with packing materials and pack the printer and the parts appropriately.

---

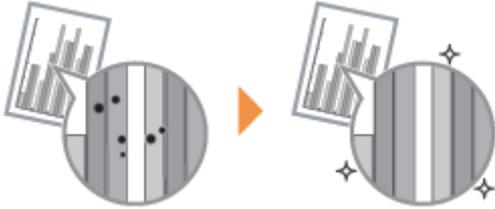
# Cleaning the Printer

---

## Cleaning the Inside of the Printer

---

If the printed paper has smudge marks, clean the inside of the printer. Cleaning the inside of the printer can prevent print quality deterioration.



## Cleaning the Outside of the Printer

---

Periodically clean the outer surfaces and ventilation slots of the printer to maintain the optimal printing quality.



## Cleaning the Inside of the Printer

If the printed paper has smudge marks, clean the fixing roller using the following procedure.

† A4 plain paper is required to clean the fixing roller. Have A4 plain paper ready.

# 1

**Load A4 plain paper in the multi-purpose tray or paper drawer.**

➤ "Paper Loading and Output"

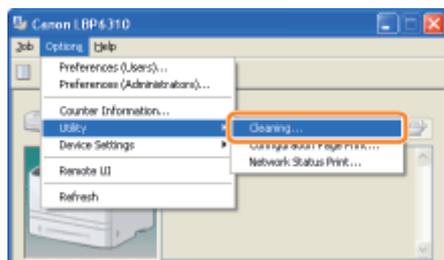
# 2

**Click [  ] in the Windows task tray, and then select the printer name.**



# 3

**From the [Options] menu, select [Utility] → [Cleaning].**



# 4

**Click [OK]. Then, the cleaning page is printed.**



 Next, clean the fixing roller using the printed cleaning page.

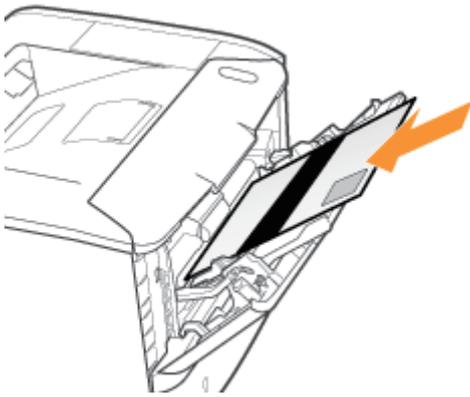
# 5

**If any paper is loaded in the multi-purpose tray, remove it.**

# 6

**Load the cleaning page in the multi-purpose tray with the printed side facing up.**

→ The paper is fed into the printer slowly, and the printer starts cleaning the fixing roller.



**NOTE**

**Cleaning time**

It takes approximately 60 seconds.

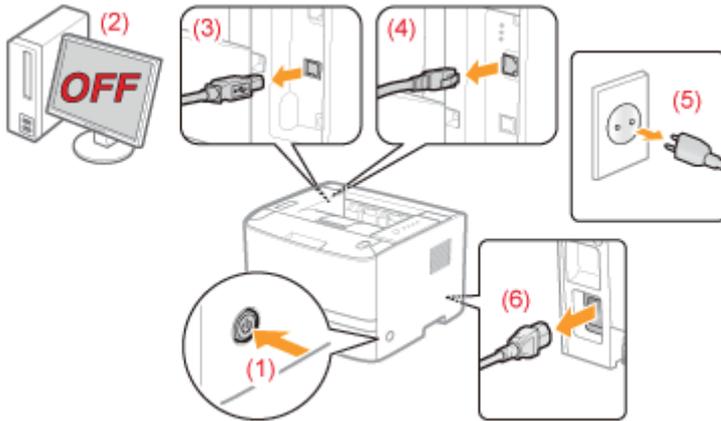
- † Cleaning the fixing roller cannot be canceled. Please wait until it is completed.  
(The cleaning is finished when the paper is output completely.)

# Cleaning the Outside of the Printer

Before cleaning the outside of the printer, see "Attention (Cleaning)."

## 1

**Turn the printer OFF, then disconnect the cables or cords from the printer.**



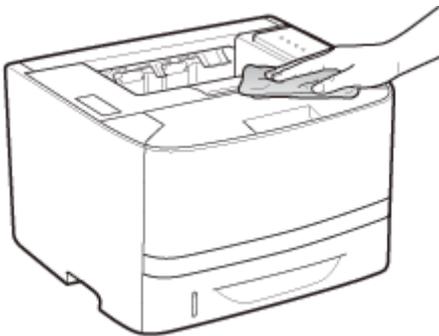
### <How to disconnect the cable or cord>

USB cable*	(2) Turn the computer off. (3) Disconnect the cable from the printer.
LAN cable*	(4) Disconnect the cable from the printer.
Power cord	(5) Disconnect the power plug from the AC power outlet. (6) Disconnect the cable from the printer.

\* Whether the cable is connected or not varies depending on your environment.

## 2

**Firmly wring a soft cloth dampened with water or a mild detergent diluted with water, and wipe off the dirt.**



## 3

**After wiping off the dirt, wipe the printer with a dry cloth.**

# 4

**When the printer is completely dry, connect the removed cable or cord.**

## <How to connect the cable or cord>

USB cable*	Connect to the USB connector on the printer.
LAN cable*	Connect to the LAN connector on the printer.
Power cord	(1) Plug the power cord to the power socket on the printer. (2) Plug the power plug into the AC power outlet.

\* Whether the cable is connected or not varies depending on your environment.

## Attention (Cleaning)

See "Important Safety Instructions" also.

### **IMPORTANT**

- Do not use a cleaning agent other than water or a mild detergent diluted with water, as this may deform or crack the plastic materials in the printer.
- When using a mild detergent, be sure to dilute it with water.  
Also, if you use a mild detergent for cleaning, be sure to wipe away the detergent with a soft cloth dampened with water.
- Grease or oil does not have to be applied to this printer. Do not apply grease or oil.

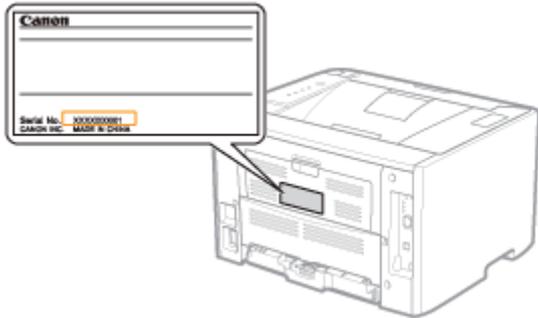
## Location of the Serial Number

The serial number is required for receiving maintenance service.

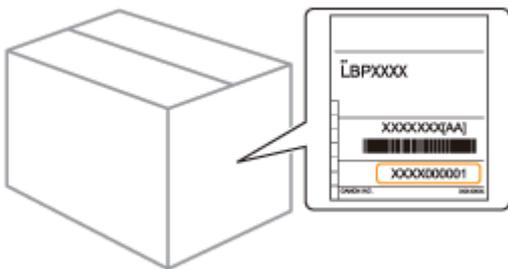
You can find the serial number at the location shown in the following figure.

† Do not remove the labels on which the serial number is indicated.

### Rear of the printer



### Outside view of the packaging box



# Printer Installation

Perform the following procedures according to your installation preference.

Before installing the printer, see "Attention (Printer Installation)."

<b>1</b>	<b>Checking before Installing the Printer</b> <ul style="list-style-type: none"><li>• Confirming the Supplied Accessories</li><li>• Checking the Installation Site</li></ul>	<ul style="list-style-type: none"><li>❖ "Confirming the Supplied Accessories and Checking the Installation Site"</li></ul>
<b>2</b>	<b>Removing the Packing Materials</b>	<ul style="list-style-type: none"><li>❖ "Removing the Packing Materials"</li></ul>
<b>3</b>	<b>Installing the Paper Feeder</b> (Only when installing the paper feeder)	<ul style="list-style-type: none"><li>❖ "Installing the Paper Feeder"</li></ul>
<b>4</b>	<b>Installing the Printer</b> <ul style="list-style-type: none"><li>• Carrying the Printer to the Installation Site</li><li>• Connecting the Power Cord</li></ul>	<ul style="list-style-type: none"><li>❖ "Installing the Printer"</li></ul>
<b>5</b>	<b>Loading Paper</b>	<ul style="list-style-type: none"><li>❖ "Loading Paper in the Paper Drawer"</li><li>❖ "Loading Paper in the Multi-purpose Tray"</li></ul>
<b>6</b>	<b>Installing the Printer Driver</b>	<ul style="list-style-type: none"><li>❖ "Installing the Printer Driver"</li></ul>
<b>7</b>	<b>Registering a Paper Size</b>	<ul style="list-style-type: none"><li>❖ "Registering the Paper Size"</li></ul>
<b>8</b>	<b>Checking the Printing Operation</b>	Check the operations by Configuration Page Print. <ul style="list-style-type: none"><li>❖ "Checking the Printer Settings"</li></ul>

## Attention (Printer Installation)

See ["Important Safety Instructions"](#) also.

### IMPORTANT

#### Protecting the printer from condensation

- To prevent condensation from forming inside the printer in the following cases, adjust the printer to the ambient temperature and humidity for at least two hours before use.
  - When the room where the printer is installed is heated rapidly
  - When the printer is moved from a cool or dry location to a hot or humid location
- If water droplets (condensation) form inside the printer, this can result in paper jams or poor print quality.

#### When using an ultrasonic humidifier

When you are using an ultrasonic humidifier, we therefore recommend that you use purified water or other water that is free of impurities.

If you use tap water or well water, impurities in the water will be dispersed through the air. This can be trapped inside the printer, causing degradation in print quality.

#### Precautions for the power supply

- Use an AC power outlet exclusively for the printer. Do not use the other sockets of the AC power outlet.
- Do not plug the power plug into the auxiliary outlet on a computer.
- Do not use the same AC power outlet for both the printer and any of the following equipment.
  - Copy machine
  - Air conditioner
  - Shredder
  - Equipment that consumes a large amount of electricity
  - Equipment that generates electrical noise
- The following is the maximum power consumption of the printer.
  - 220 to 240 V: 1,140 W or less
- Electrical noise or a dramatic drop in mains voltage may cause the printer or computer to operate incorrectly or lose data.

#### Do not install the printer in the following locations, as this may result in damage to the printer.

- A location subject to dramatic changes in temperature or humidity
- A location subject to condensation
- A poorly ventilated location  
(If you use the printer for a long time or to perform a large amount of printing in a poorly ventilated room, the ozone or other odors generated by the printer may create an uncomfortable working environment. In addition, chemical particles are dispersed during printing. Therefore, it is important to provide adequate ventilation.)
- A location near equipment that generates magnetic or electromagnetic waves
- A laboratory or location where chemical reactions occur
- A location exposed to salt air, corrosive gases, or toxic gases
- A location, such as on a carpet or mat, that may warp from the weight of the printer or where the printer is liable to sink

#### Precautions when preparing the toner cartridge

See ["Attention \(Toner Cartridge\)."](#)

#### Precautions when connecting the power cord

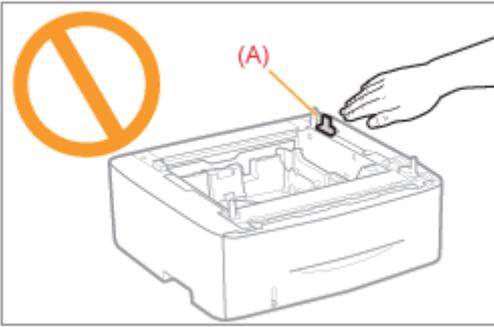
- Do not plug the power plug of the printer into an auxiliary outlet on a computer.
- One AC power outlet should be used exclusively for the printer.
- Do not connect this printer to an uninterruptible power source.  
This may cause printer malfunction or breakdown in the event of a power failure.

#### When turning ON the printer for the first time after the printer installation

- Before turning ON the printer, be sure to insert the paper drawer in the printer.
- Although a sheet of blank paper may be output, this is not an error.

## Precautions when installing the paper feeder

- Do not touch the connector (A) on the paper feeder. This may result in damage to the printer or misfeeds.



- If you cannot place the printer on the paper feeder properly, lift the printer once, hold it horizontally, and place it again.  
If you try to place the printer forcefully without lifting it, the connector and positioning pins may be broken.
- Be sure to turn the printer ON once when loading paper in the paper drawer for the first time after installing the paper feeder.

## NOTE

### About the toner cartridge included with this printer

- The average yield of the included toner cartridge is 2,100 pages.
  - † The average yield is on the basis of "ISO/IEC 19752"\* when printing A4 paper with the default print density setting.
    - \* "ISO/IEC 19752" is the global standard related to "Method for the determination of toner cartridge yield for monochromatic electrophotographic printers and multi-function devices that contain printer components" issued by ISO (International Organization for Standardization).
- For purchasing replacement toner cartridges, see "[Consumables](#)."

# Confirming the Supplied Accessories and Checking the Installation Site

## Confirming the Supplied Accessories

Make sure that all the supplied accessories are contained in the box before installing the printer.

If an item is missing or damaged, please contact your local authorized Canon dealer.



Printer

The following parts are already installed.

- Paper Cassette
- Toner Cartridge



Power Cord  
(The form of the supplied power cord may differ from the one in the above illustration.)



Quick Setup Guide



CD-ROMs: "User Software"

The following are included.

- Printer Driver
- NetSpot Device Installer
- Auto Shutdown Tool
- e-Manual
- Getting Started Guide

(Arabic, Bulgarian, Croatian, Czech, Estonian, Greek, Hungarian, Latvian, Lithuanian, Persian, Portuguese, Romanian, Slovakian, Slovenian, Turkish, Ukrainian)

### NOTE

#### About interface cables

- This printer does not come with an interface cable. Have an appropriate one available for the computer you are using or the connecting method.
- Use a USB cable with the following symbol.



## Checking the Installation Site

In order to use this printer in a safe and trouble-free manner, install the printer in a place that fulfills the following conditions.

### Temperature and Humidity Conditions

Temperature range	10 to 30°C (50 to 86°F)
Humidity range	20 to 80% RH (no condensation)

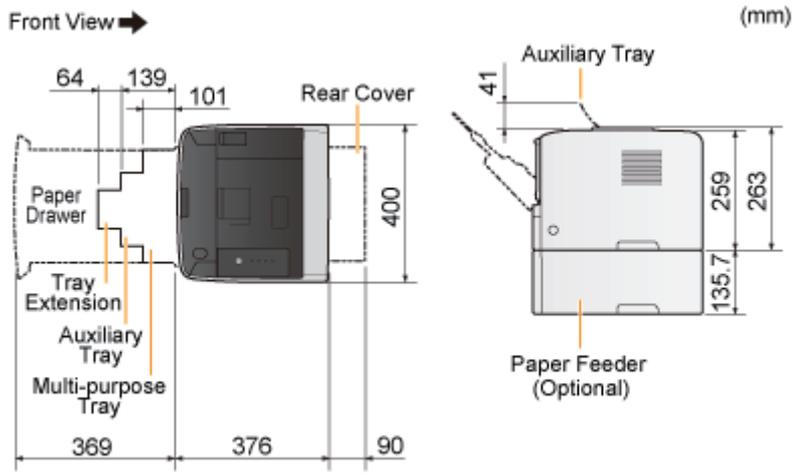
### Power Supply Requirements

- 220 to 240 V ( $\pm 10\%$ ), 50/60 Hz ( $\pm 2$  Hz)

### Installation Requirements

- A location with sufficient space

† Refer to the following dimensions of each part and ensure the installation space.



- A location with good ventilation
- A location with a flat, even surface
- A location able to fully support the weight of the printer

## Removing the Packing Materials

### NOTE

#### **Store the removed packing materials**

They are required when transporting the printer for relocation or maintenance.

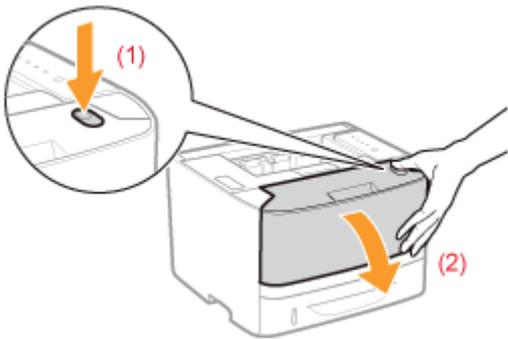
#### **About the packing materials**

The packing materials may be changed in form or placement, or may be added or removed without notice.

**Remove all the orange tape if it is attached to the printer when performing the following procedure.**

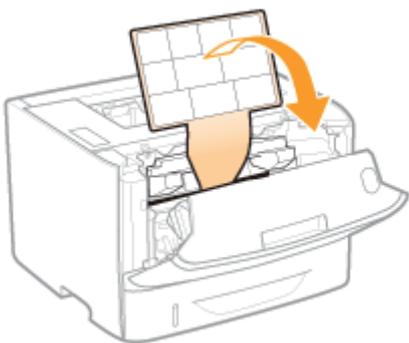
# 1

**Open the front cover while pressing the open button.**



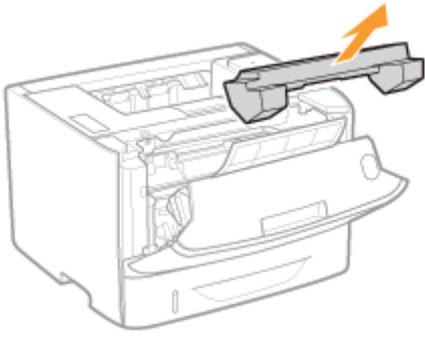
# 2

**Turn over the paper toward you.**



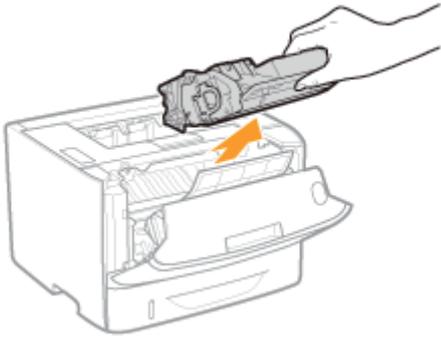
# 3

**Remove the packing material inside the front cover.**



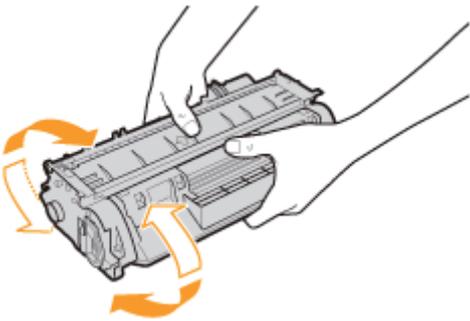
**4**

**Remove the toner cartridge.**



**5**

**Shake the toner cartridge five or six times as shown in the figure to evenly distribute the toner inside the cartridge.**

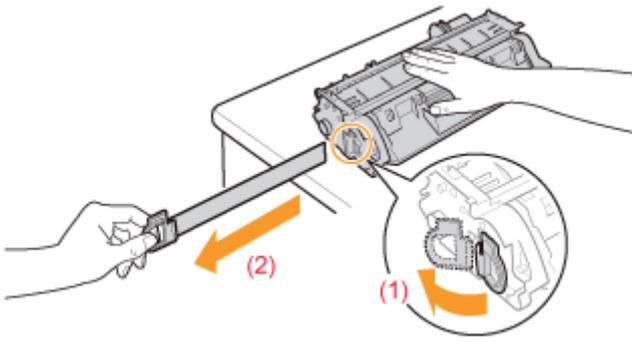


**6**

**Place the toner cartridge on a flat surface.**

**7**

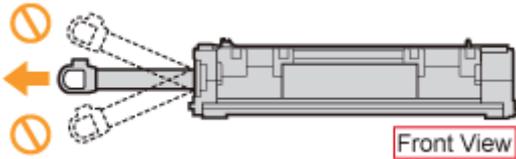
**Fold the tab, and then pull out the sealing tape (approx. 48 cm).**



## **IMPORTANT**

### **Precautions when pulling out the sealing tape**

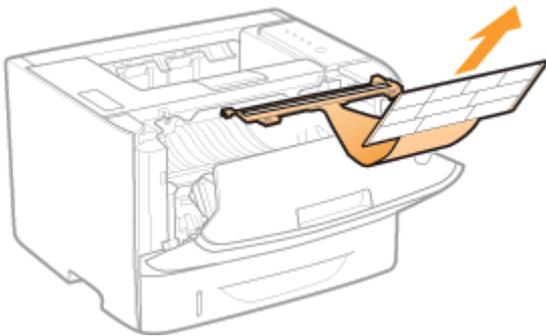
- Do not pull the sealing tape diagonally, upward, or downward. If the tape is severed, this may become difficult to pull out completely.



- If the sealing tape stops at midpoint, pull it out of the toner cartridge completely. If any tape remains in the toner cartridge, this may result in poor print quality.
- Dispose of the removed sealing tape according to local regulations.

## **8**

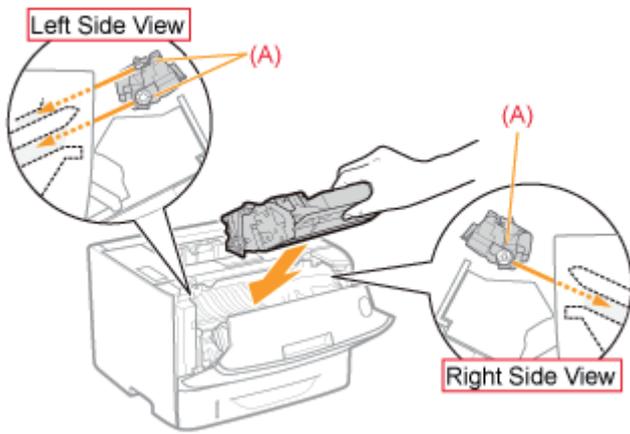
**Remove the packing material with paper inside the front cover.**



## **9**

**Install the toner cartridge.**

Push the toner cartridge into the printer firmly until it touches the back of the printer while aligning (A) on both sides of the toner cartridge with the toner cartridge guides inside the printer.



# 10

## Close the front cover.

### **?** If you cannot close the front cover

Make sure that the toner cartridge is installed in the printer properly. Do not try to forcefully close the front cover, as this may damage the printer.

### **✓ Check !**

#### Checking if the packing materials are removed

Check that the following packing materials are completely removed.



Tape\*



Packing material with paper x1

† Dispose of the left packing materials according to local regulations.

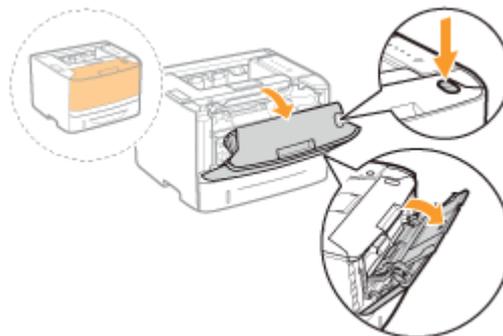
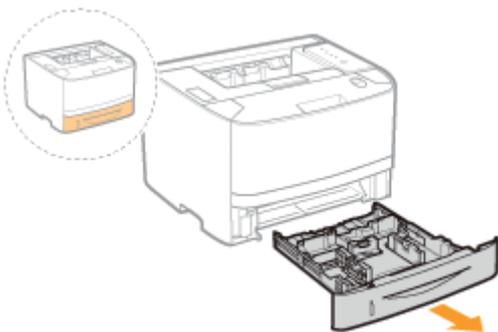


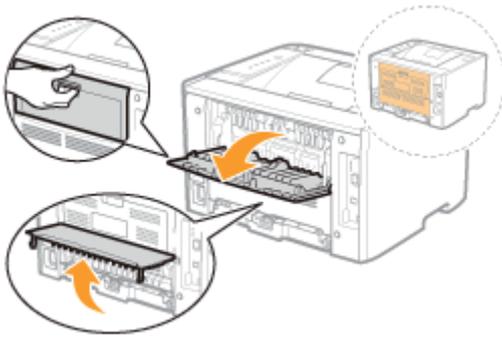
Packing material x1



Sealing tape x1

\* Make sure that all the orange tape is completely removed.





† Close the covers after you finish checking.

☞ Next, perform one of the following procedures.

**If you want to use the printer with the paper feeder installed**

Place the paper feeder at the installation site before installing the printer.

➤ ["Installing the Paper Feeder"](#)

**If you want to use the printer without the paper feeder**

Install the printer.

➤ ["Installing the Printer"](#)

## Installing the Printer

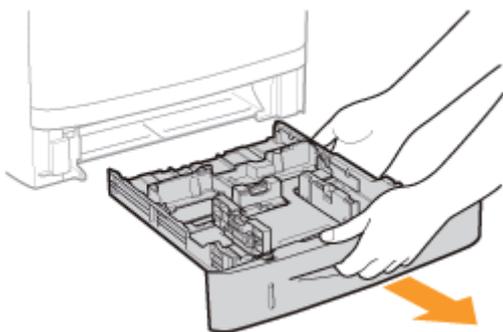
† If you want to use the printer with the optional paper feeder installed, place it at the installation site before installing the printer.

➤ ["Installing the Paper Feeder"](#)

### Carrying the Printer to the Installation Site

1

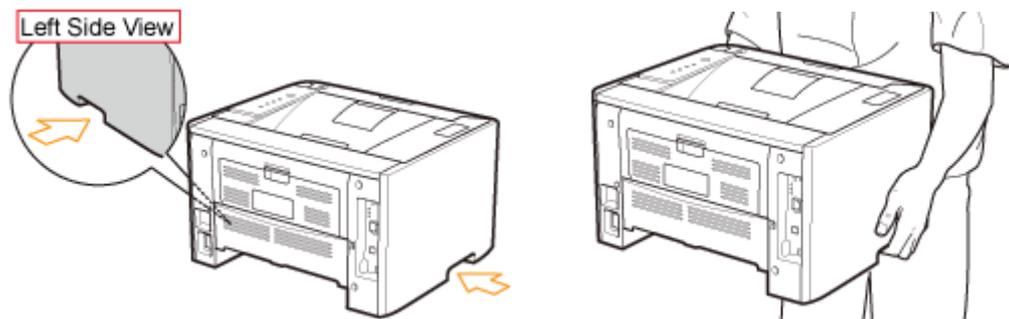
**Pull out the paper drawer.**



2

**Carry the printer unit to the installation site.**

After confirming that the covers and trays are closed, carry the printer by holding it by the lift handles from the front side.



3

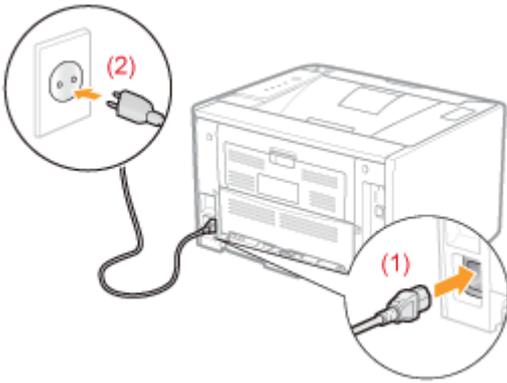
**Insert the paper drawer into the printer.**

Push it into the printer firmly.

### Connecting the Power Cord

1

**Connect the power cord.**



**NOTE**

**The form of the supplied power cord**

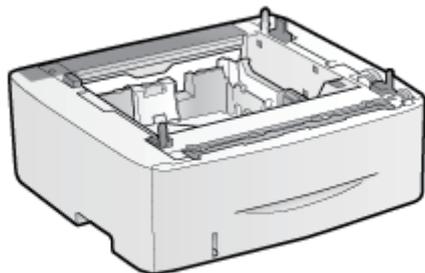
The form of the supplied power cord may differ from the one in the above illustration.

Next, perform the following procedures.

<b>1</b>	<b>Load paper.</b>	<ul style="list-style-type: none"> <li>❖ "Loading Paper in the Paper Drawer"</li> <li>❖ "Loading Paper in the Multi-purpose Tray"</li> </ul>
<b>2</b>	<b>Install the printer driver.</b>	<ul style="list-style-type: none"> <li>❖ "Installing the Printer Driver"</li> </ul>
<b>3</b>	<b>Register a paper size.</b>	<ul style="list-style-type: none"> <li>❖ "Registering the Paper Size"</li> </ul>
<b>4</b>	<b>Check the printing operation.</b>	<p>Check the operations by Configuration Page Print.</p> <ul style="list-style-type: none"> <li>❖ "Checking the Printer Settings"</li> </ul>

## Installing the Paper Feeder

By installing the optional paper feeder in addition to the supplied multi-purpose tray and paper drawer, the printer can feed up to 800 sheets of paper continuously and automatically.



Paper Feeder Unit PF-44

### <If the printer is already installed>

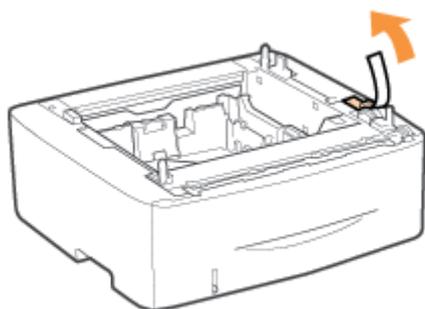
- When installing the paper feeder in the printer after installing the printer, move the printer to an appropriate location temporarily.
  - ["Moving the Printer"](#)
- For details on the precautions for when installing the paper feeder, see ["Attention \(Printer Installation\)."](#)

**1**

**Take the paper feeder out of the box.**

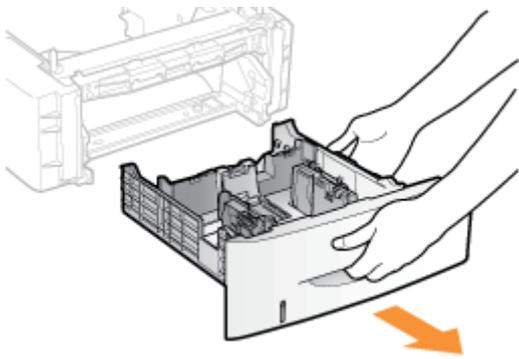
**2**

**Remove the tape attached to the position shown in the figure.**



**3**

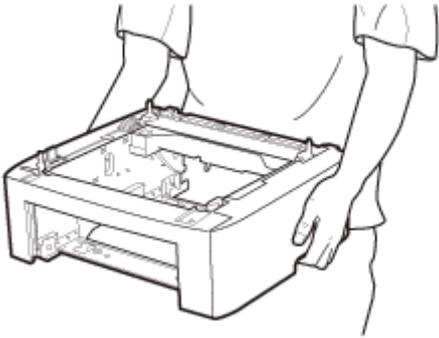
**Pull out the paper drawer of the paper feeder.**



## 4

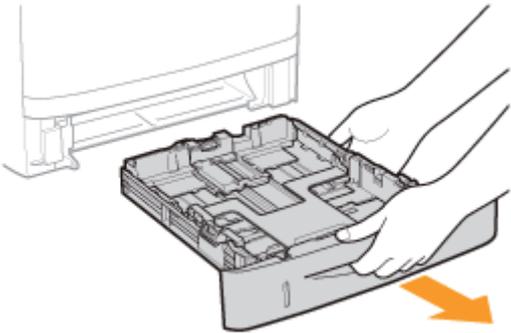
### Carry the paper feeder to the installation site.

Hold the lift handles when carrying the printer.



## 5

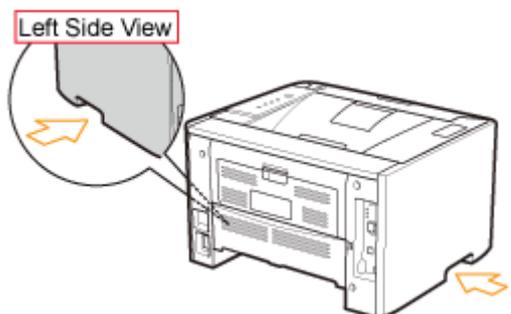
### Pull out the paper drawer of the printer.



## 6

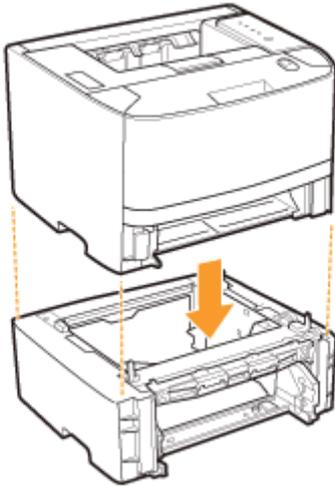
### Carry the printer unit to the installation site.

After confirming that the covers and trays are closed, carry the printer by holding it by the lift handles from the front side.

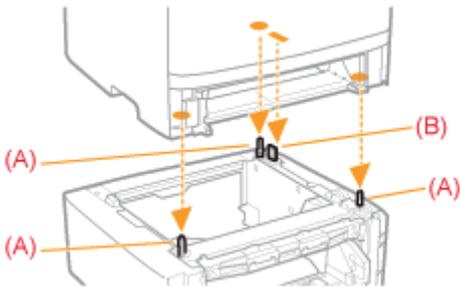


# 7

**Gently place the printer on the paper feeder so that each surface of the printer is flush with the front or side surfaces of the paper feeder.**



Also, match the positioning pins (A) and connector (B) when placing the printer.



# 8

**Insert the paper drawers in the printer and paper feeder.**

Push them into the printer and paper feeder firmly.

 Next, perform the following procedures.

**If you install the printer and paper feeder at the same time**

<b>1</b>	<b>Connect the power cord.</b>	❖ "Connecting the Power Cord"
<b>2</b>	<b>Load paper.</b>	❖ "Loading Paper in the Paper Drawer" ❖ "Loading Paper in the Multi-purpose Tray"
<b>3</b>	<b>Install the printer driver.</b>	❖ "Installing the Printer Driver"
<b>4</b>	<b>Register a paper size.</b>	❖ "Registering the Paper Size"
<b>5</b>	<b>Check the printing operation.</b>	Check the operations by Configuration Page Print. ❖ "Checking the Printer Settings"

**If you install the paper feeder afterward (If you are using the printer already)**

<b>1</b>	<b>Connect the cables and cords.</b>	Connect the removed cables and cords again.
<b>2</b>	<b>Load paper.</b> (Drawer 2*)	❖ "Loading Paper in the Paper Drawer"
<b>3</b>	<b>Register a paper size.</b> (Drawer 2*)	❖ "Registering the Paper Size"

\* Paper drawer of the paper feeder

## Driver Installation

---

[↳ Installing the Printer Driver](#)

[↳ Uninstalling the Printer Driver](#)

---

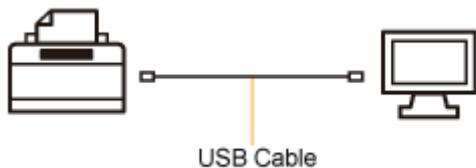
## Installing the Printer Driver

The printer driver is software required for printing with this printer.

† For details on the system environment required to use the printer driver, see "[System Requirements for Printing.](#)"

The procedure for installing the printer driver varies depending on the system environment. See the following according to your system environment.

### If You Are Connecting the Printer and Computer with a USB Cable



There are the following two ways to install the printer driver.

#### <Easy Installation>

Installs the printer driver from the supplied CD-ROM (CD-ROM Setup). The e-Manual is also installed simultaneously.

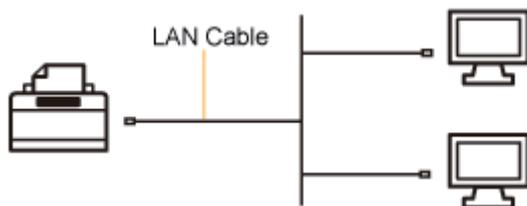
➤ "[Easy Installation](#)"

#### <Plug and Play>

Detects the printer with Plug and Play and installs the printer driver by selecting it manually from the supplied CD-ROM.

➤ "[Installing with Plug and Play](#)"

### If You Are Connecting the Printer and Computer with a LAN Cable



There are the following two ways to install the printer driver.

The procedures for setting the IP address or creating a port vary depending on the installation method.

#### <Auto Setup>

Performs the following operations which are required for printing all at once.

Setting the IP Address

Setting a Port

Installing the  
Printer Driver

➤ "[Easy Installation](#)"

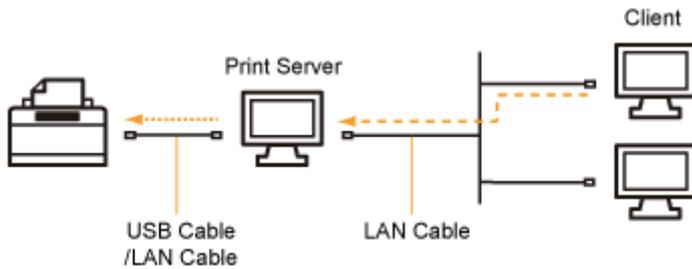
#### <Manual Setup>

Performs the following operations which are required for printing one at a time.



- "Setting the IP Address"
- "Setting a Port and Installing the Printer Driver"

### If You Use the Printer in the Print Server Environment



#### If your computer is the print server

For details on the procedure for installing the printer driver, see "If You Are Connecting the Printer and Computer with a USB Cable" and "If You Are Connecting the Printer and Computer with a LAN Cable" above.

- † After the installation is complete, configure the print server.
  - "Configuring the Print Server"

#### If your computer is a client computer

There are the following two ways to install the printer driver.

##### <Local Installation>

You can install the printer driver using the supplied CD-ROM.

- "Easy Installation"

##### <Download Installation>

You can install the printer driver without using the supplied CD-ROM, but by downloading the printer driver from the print server. There are the following two ways to download and install the printer driver.

- "Installing from the Printer Folder"
- "Installing from [Windows Explorer]"

## Easy Installation

### 1

**Connect a USB cable or LAN cable according to your environment.**

➤ "Connecting the Printer and Computer"

### 2

**Turn the computer on, and then log on to Windows as a user with administrative rights.**

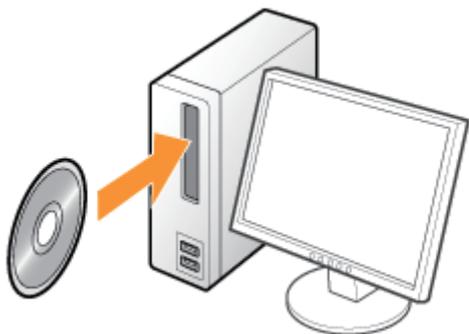
**? If a wizard and so on appear through the Plug and Play automatic setup (USB connection)**

Click [Cancel], turn OFF the printer, and then use this procedure to install the printer driver.



### 3

**Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.**



### 4

**Click [Easy Installation].**



**? If the above screen does not appear**

➤ "Basic Operations/Various Information for Windows"

**? If the [AutoPlay] dialog box appears**

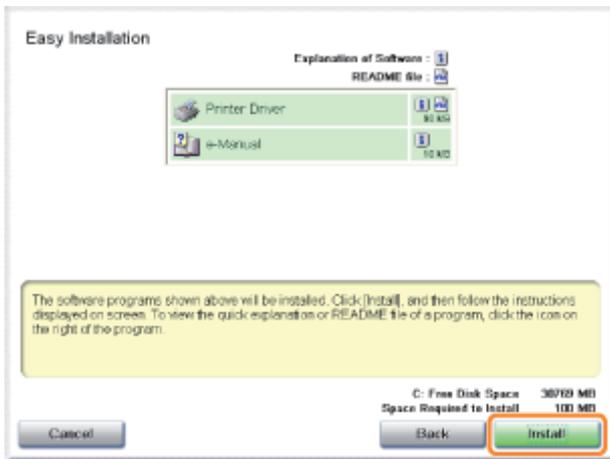
Click [Run AUTORUN.EXE].

**? If the [User Account Control] dialog box appears**

Click [Continue] or [Yes].

## 5

**Click [Install].**



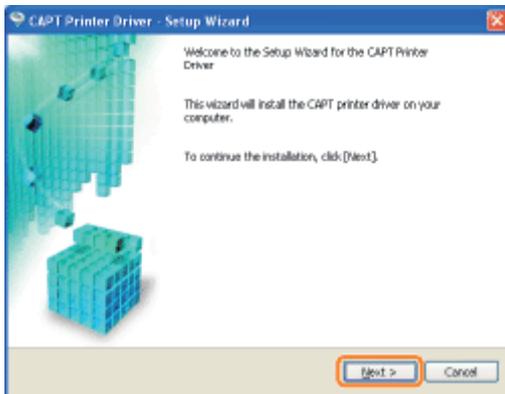
## 6

**Read the contents of License Agreement, and then click [Yes].**



## 7

Click [Next].



-  The subsequent procedure varies depending on your environment. See the appropriate procedure according to your environment.
- ❖ "Easy Installation (USB Connection)"
  - ❖ "Easy Installation (LAN Connection)"
  - ❖ "Easy Installation (via the Print Server)"

# Connecting the Printer and Computer

## When Connecting with a USB Cable

See "Important Safety Instructions" also.

### IMPORTANT

**Do not plug or unplug the USB cable while the printer or computer is ON.**

This may cause the printer to malfunction.

#### **About unidirectional communication equipment**

The printer performs bi-directional communication. Operation of the printer when connected via unidirectional communication equipment is not tested, and as a result, Canon cannot guarantee printer operation if the printer is connected using unidirectional print servers, USB hubs or switching devices.

### NOTE

#### **About the USB cable**

This printer does not come with a USB cable. Have an appropriate one available for the computer you are using. Use a USB cable with the following symbol.



## 1

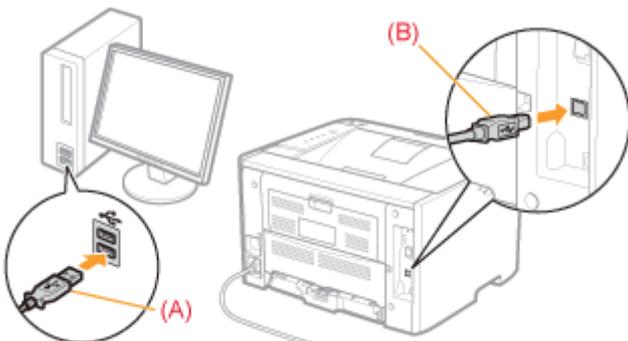
**Make sure that the printer and computer are OFF.**

## 2

**Connect the USB cable.**

- Flat end (A): Connects to a USB port on your computer.
- Square end (B): Connects to the USB connector on this printer.

† Do not turn the printer ON at this stage even if you want to install the printer driver.

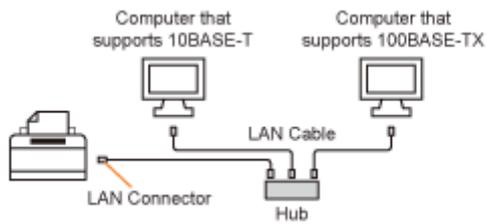


## When Connecting with a LAN Cable

### NOTE

### About the network environment

This printer supports 10BASE-T and 100BASE-TX connections.

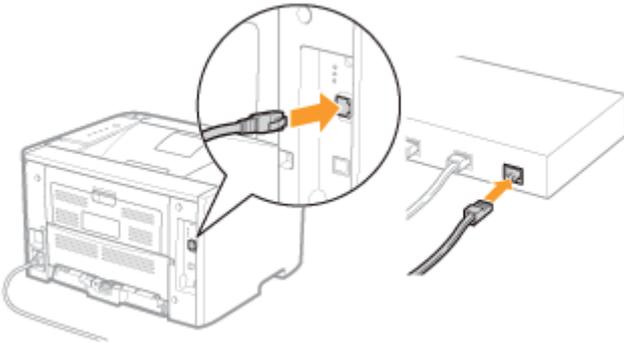


### About the LAN cable

- This printer does not come with a LAN cable or a hub. Have cables or a hub ready as needed. Use a Category 5 or higher twisted pair cable for the LAN.
- If you want to connect the printer to a 100BASE-TX Ethernet network, all the devices to be connected to the LAN (hub, LAN cable, and network board for computer) must support 100BASE-TX. For more details, contact your local authorized Canon dealer.

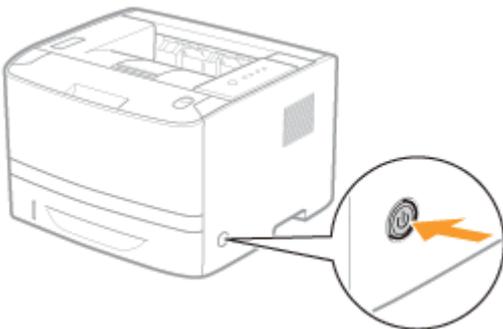
## 1

### Connect the LAN cable.



## 2

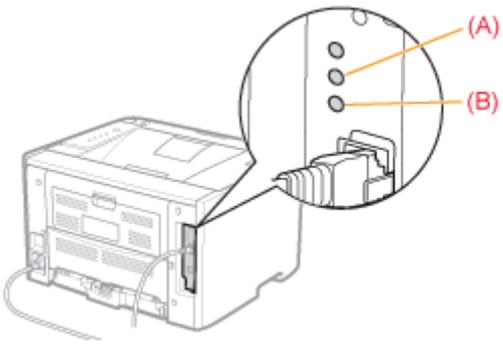
### Turn the printer ON.



## 3

### Make sure that the LNK indicator (A) on the network interface is on.

If you are using 100BASE-TX, the 100 indicator (B) also turns on.



**? When the ERR indicator (orange) is on**

The hardware of the printer is in an abnormal condition.  
Contact your local authorized Canon dealer to request service.

**? When all the indicators are off**

➤ "All the Indicators on the Network Interface Are Off"

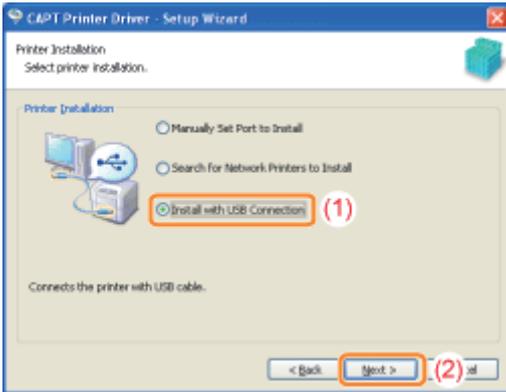
# Easy Installation (USB Connection)

† For details on the procedure before selecting an installation method (the procedure before Step 1), see "[Easy Installation.](#)"

## 1

### Select the method of installation.

- (1) Select [Install with USB Connection].
- (2) Click [Next].

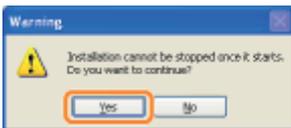


**?** If a message that prompts you to restart the computer appears

Restart the computer and install the printer driver again.

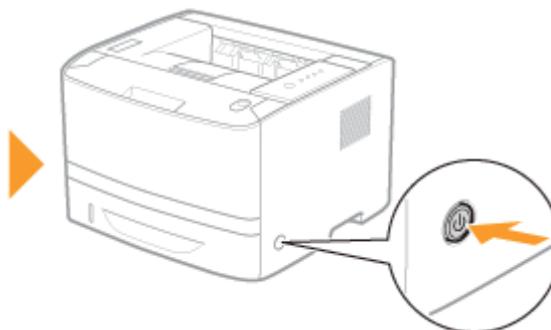
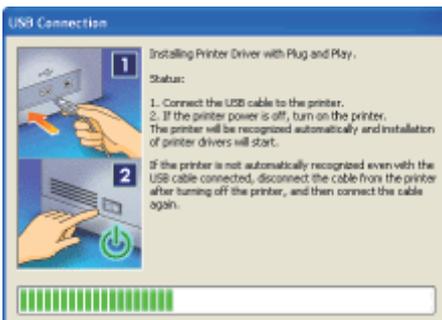
## 2

### Click [Yes].

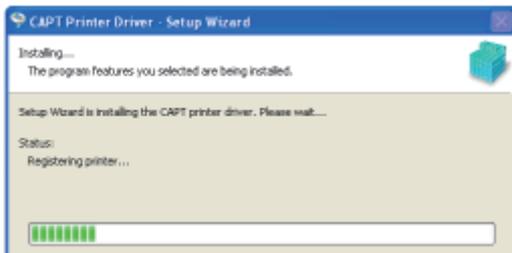


## 3

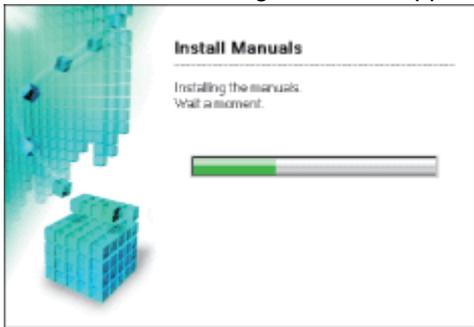
### When the following screen appears, turn the printer ON.



→ The installation starts.



Wait until the following screen disappears. (It may take a long time to install the printer driver.)

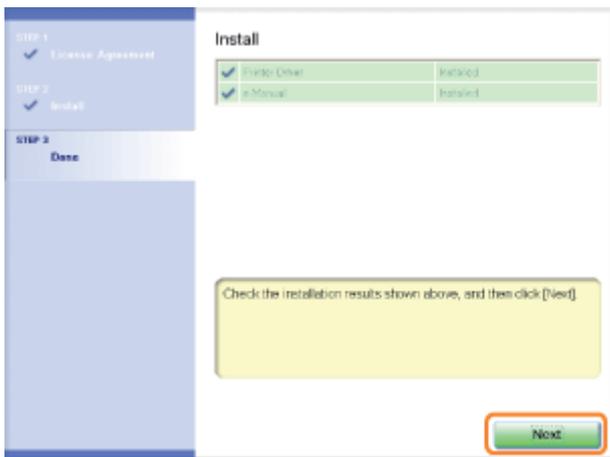


**? If the USB cable is connected but the printer is not automatically recognized**

➤ "The Printer Is Not Recognized Automatically (Easy Installation)"

## 4

**Confirm that  appears in [Install], and then click [Next].**



**? If  appears**

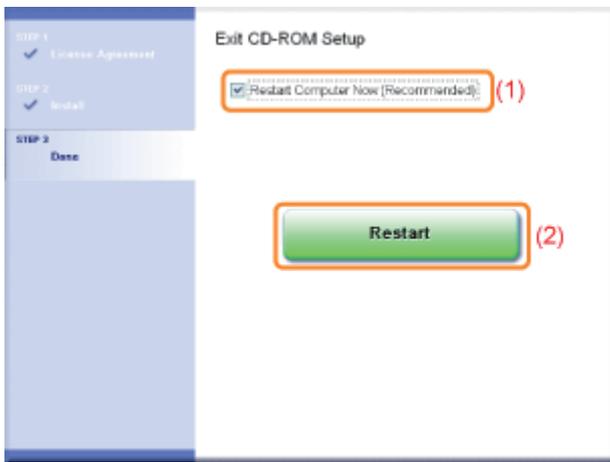
➤ "You Cannot Install the Printer Driver"

## 5

**Restart your computer.**

- (1) Select the [Restart Computer Now (Recommended)] check box.
- (2) Click [Restart].

† When the following screen appears, you can remove the CD-ROM.



When the installation is complete, an icon and folder for this printer will be created.  
"After Installation"

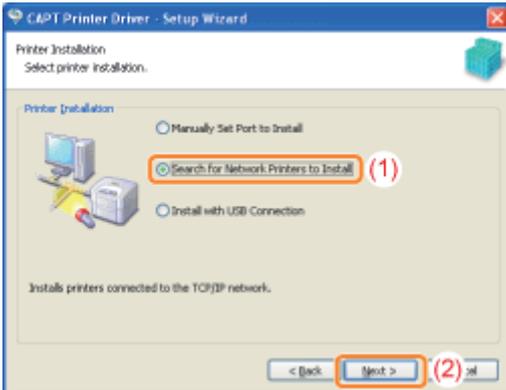
# Easy Installation (LAN Connection)

† For details on the procedure before selecting an installation method (the procedure before Step 1), see "[Easy Installation.](#)"

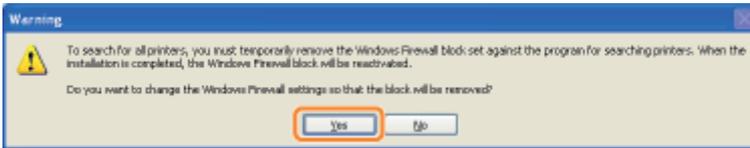
## 1

### Select the method of installation.

- (1) Select [Search for Network Printers to Install].
- (2) Click [Next].



When the following screen appears, click [Yes].



## 2

### Operation procedure varies depending on the content displayed in [Product Name] in [Printer List].

- ❖ If [LBP6310] is displayed in [Product Name]
- ❖ If [Unknown Device] is displayed in [Product Name]

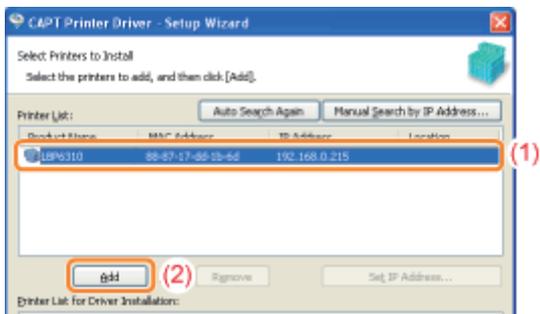
#### **? If no devices are displayed in [Printer List]**

- ❖ "The Printer Cannot Be Searched for (Auto Setup)"

### If [LBP6310] is displayed in [Product Name]

#### 1. Add [LBP6310] to [Printer List for Driver Installation].

- (1) Select [LBP6310].
- (2) Click [Add].

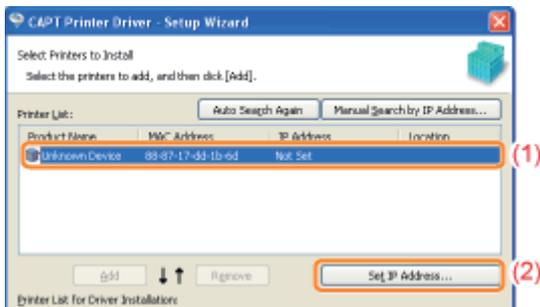


## 2. Proceed to Step 3.

### If [Unknown Device] is displayed in [Product Name]

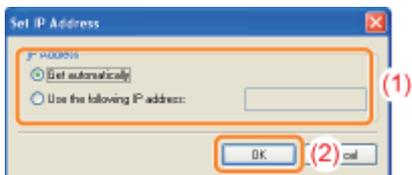
#### 1. Display the [Set IP Address] dialog box.

- (1) Select [Unknown Device].
- (2) Click [Set IP Address].



#### 2. Set the IP address.

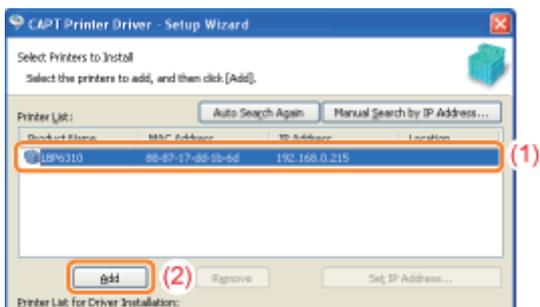
- (1) Enter the IP address of the printer.
- (2) Click [OK].



[Get automatically]	Obtains an IP address using DHCP. (The DHCP server needs to be running.)
[Use the following IP address]	Allows you to set the IP address directly. (Enter the IP address by separating the numbers with a period (.), for example, "AAA.BBB.CCC.DDD.")

#### 3. Add [LBP6310] to [Printer List for Driver Installation].

- (1) Select [LBP6310].
- (2) Click [Add].

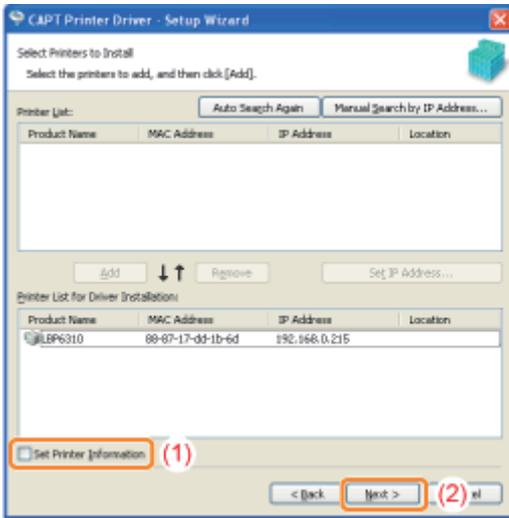


#### 4. Proceed to Step 3.

### 3

#### Perform the following procedure.

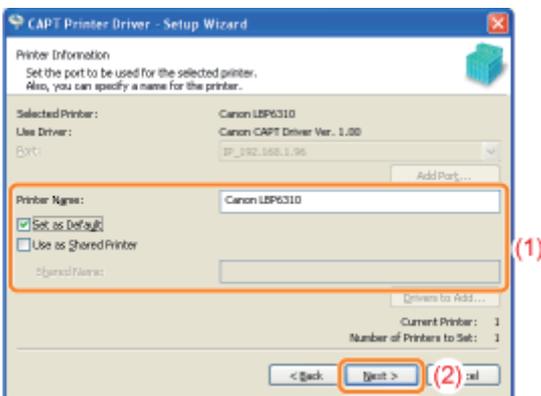
- (1) Select the [Set Printer Information] check box.
- (2) Click [Next].



### 4

#### Set the printer information.

- (1) Specify the settings for each option as needed.
- (2) Click [Next].



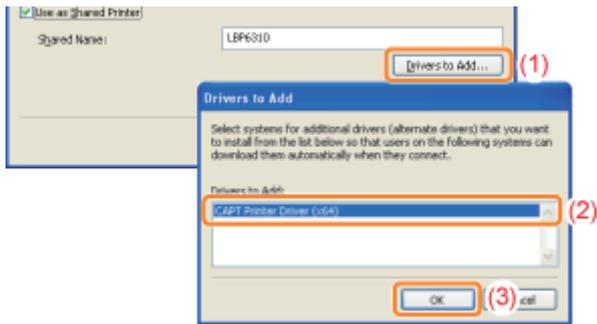
[Printer Name]	Enter a new name if you want to change the printer name.
[Set as Default]	Select the check box if you want to use this printer as the default printer.
[Use as Shared Printer]	Select the check box to use the computer on which the printer driver is being installed as the print server. † For details on the printer sharing (print server environment), see " <a href="#">If You Use the Printer in the Print Server Environment.</a> "
[Shared Name]	Change the shared name as needed.

#### NOTE

##### **If you selected the [Use as Shared Printer] check box**

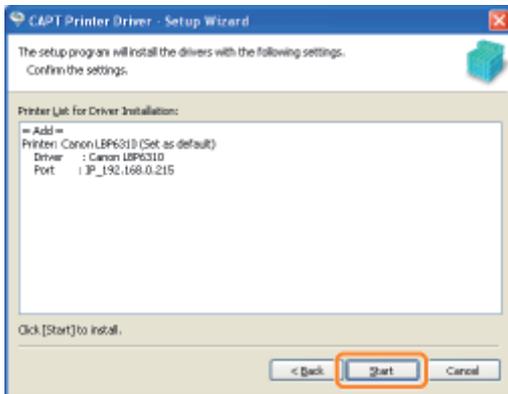
Install the additional driver using the following procedure.

- (1) Click [Drivers to Add].
- (2) Select an operating system displayed in [Drivers to Add].
- (3) Click [OK].



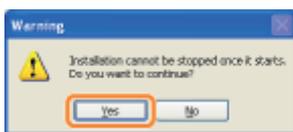
## 5

Click [Start].

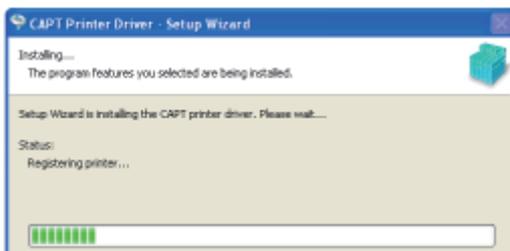


## 6

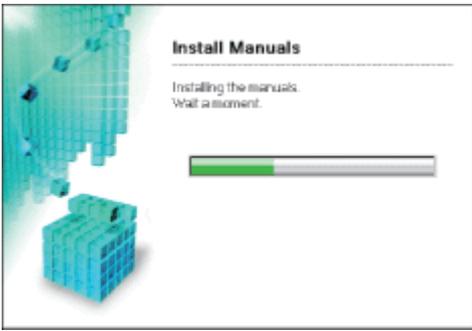
Click [Yes].



→ The installation starts.

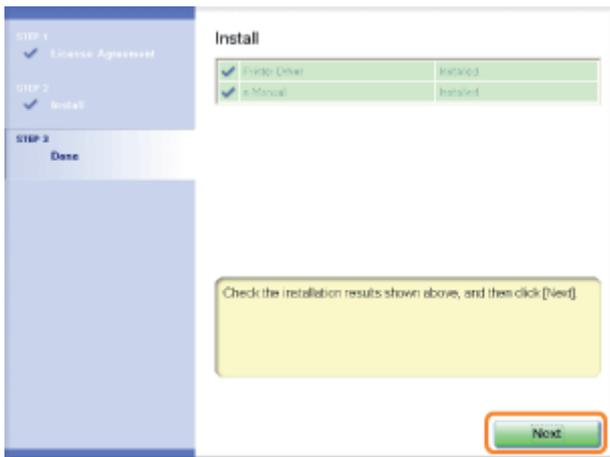


Wait until the following screen disappears. (It may take a long time to install the printer driver.)



## 7

Confirm that  appears in [Install], and then click [Next].



? If  appears

↳ "You Cannot Install the Printer Driver"

## 8

Restart your computer.

- (1) Select the [Restart Computer Now (Recommended)] check box.
- (2) Click [Restart].

† When the following screen appears, you can remove the CD-ROM.



☞ When the installation is complete, an icon and folder for this printer will be created.

↳ "After Installation"

† If you want to change the network settings for the printer, see "[Changing the Network Settings for the Printer.](#)"

---

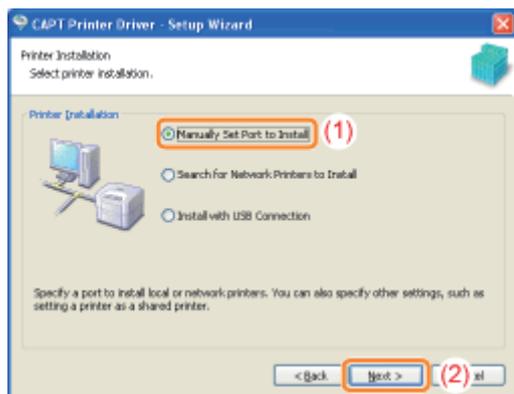
## Easy Installation (via the Print Server)

† For details on the procedure before selecting an installation method (the procedure before Step 1), see "[Easy Installation](#)."

### 1

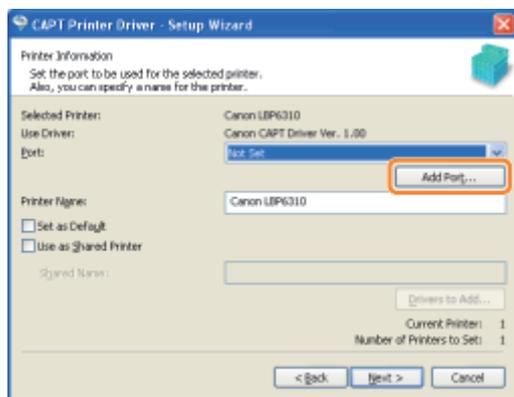
#### Select the method of installation.

- (1) Select [Manually Set Port to Install].
- (2) Click [Next].



### 2

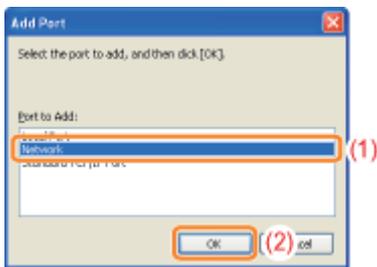
#### Click [Add Port].



### 3

#### Select a port to be added.

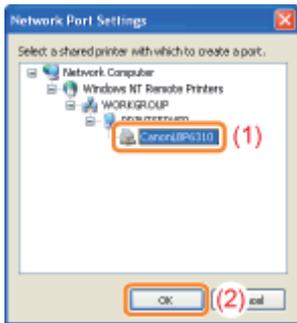
- (1) Select [Network].
- (2) Click [OK].



## 4

### Select a shared printer.

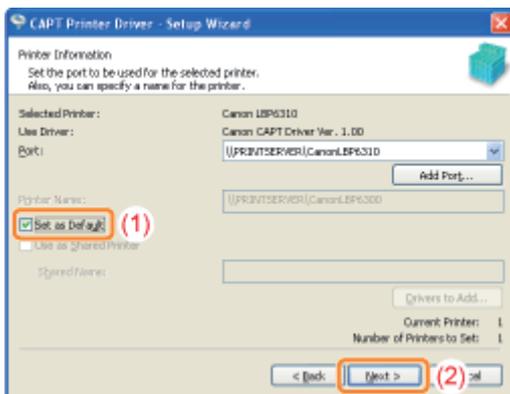
- (1) Select a shared printer on the print server.
- (2) Click [OK].



## 5

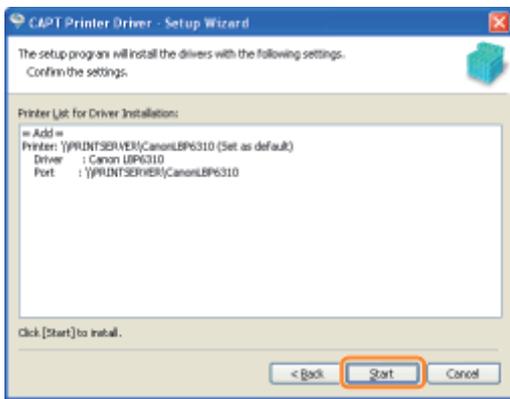
### Select whether or not to use the printer as the default printer.

- (1) If you want to use the printer as the default printer, select the [Set as Default] check box.
- (2) Click [Next].



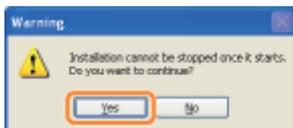
## 6

### Click [Start].

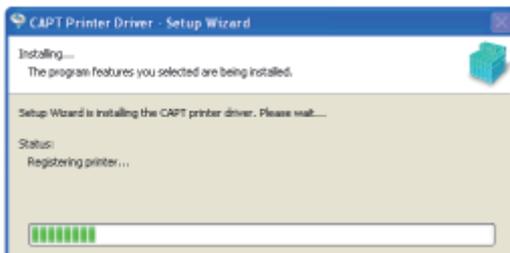


## 7

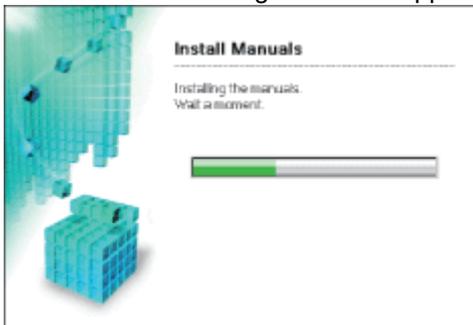
Click [Yes].



→ The installation starts.



Wait until the following screen disappears. (It may take a long time to install the printer driver.)

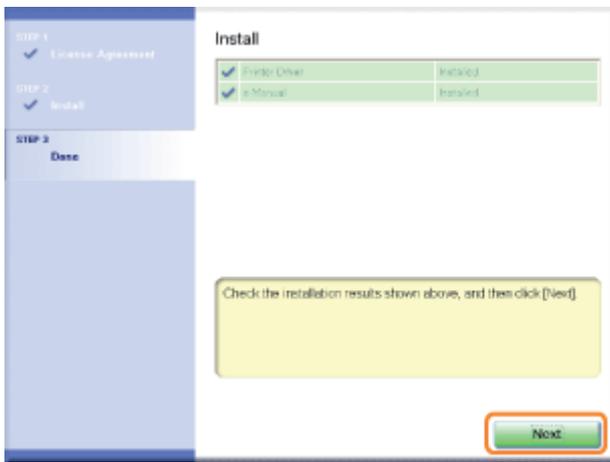


**? If the [Printers] dialog box appears**

Click [Install driver].

## 8

Confirm that [  ] appears in [Install], and then click [Next].



**? If [ X ] appears**

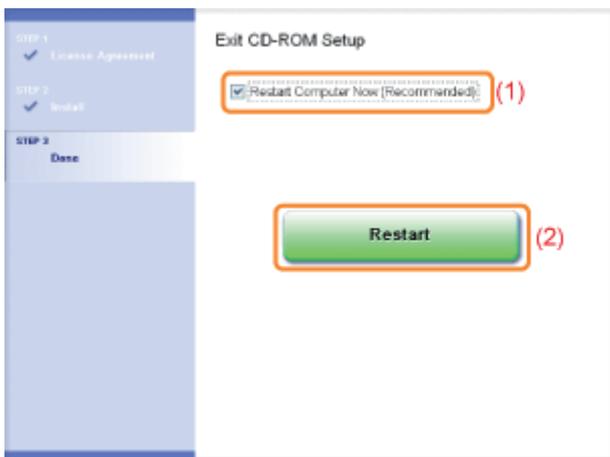
➤ "You Cannot Install the Printer Driver"

## 9

### Restart your computer.

- (1) Select the [Restart Computer Now (Recommended)] check box.
- (2) Click [Restart].

† When the following screen appears, you can remove the CD-ROM.



 When the installation is complete, an icon and folder for this printer will be created.

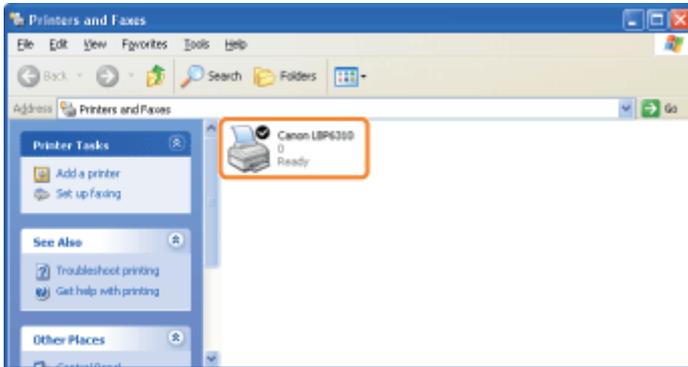
➤ "After Installation"

## After Installation

If the printer driver is installed properly, the following icons, folders, and so on are added to the following locations.

- **Printer folder** (➤ "Basic Operations/Various Information for Windows")

Printer icon for this printer



- **Task tray**

Printer Status Window icon

† The icon does not appear if you did not restart your computer after the printer driver installation.



- **[All Programs] or [Programs] under the [Start] menu**

[Canon Printer Uninstaller] - [Canon LBP6310 Uninstaller]

† Use this option when uninstalling the printer driver.



- **Desktop**

[LBP6310 e-Manual]

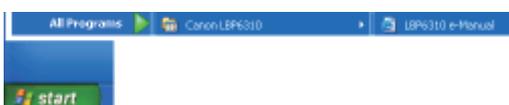
† This icon does not appear if you install the printer driver using a method other than Easy Installation.



- **[All Programs] or [Programs] under the [Start] menu**

[Canon LBP6310] - [LBP6310 e-Manual]

† This icon does not appear if you install the printer driver using a method other than Easy Installation.



### **? If the icons and folders are not added**

The installation is not completed properly.

See "[You Cannot Install the Printer Driver](#)" and install the printer driver again.

---

# Installing with Plug and Play

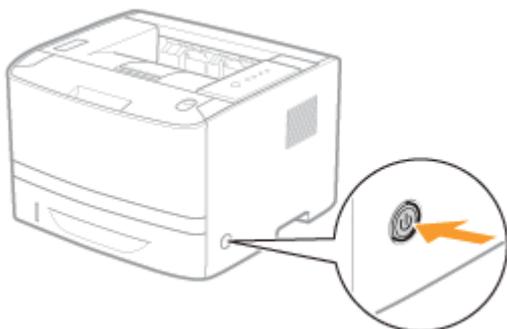
## 1

**Connect the USB cable.**

➤ "Connecting the Printer and Computer"

## 2

**Turn the printer ON.**



## 3

**Turn the computer on, and then log on to Windows as a user with administrative rights.**

→ A wizard or dialog box appears through the Plug and Play automatic setup.



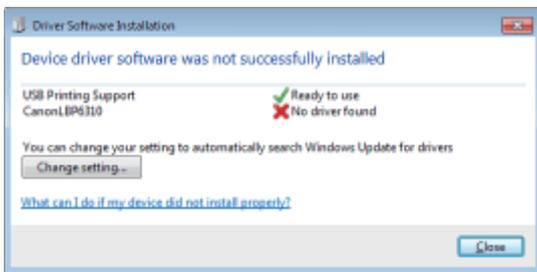
### **?** If the printer driver is installed automatically

If you installed the printer driver for this printer previously, the driver is installed automatically.

If you want to update the printer driver (or want to install it manually), install the printer driver after uninstalling it once.

➤ "Uninstalling the Printer Driver"

### **?** If the following screen appears



You may not be able to install the printer driver properly due to the Windows restriction even after detecting the printer with Plug and Play.

Click [What can I do if my device did not install properly?], and then see Windows Help or reinstall the printer driver in "Easy Installation."

## 4

**Follow the on-screen instructions to install the printer driver.**

### NOTE

**When selecting the file or folder in which the printer driver is included.**

Select one of the following file and folders.

**Windows XP** **Windows Server 2003** **Windows Vista** **Windows 7** **Windows Server 2008**

- **For a 32-bit operating system**

Select the folders in the supplied CD-ROM: [English] - [32bit] - [Driver].



- **For a 64-bit operating system**

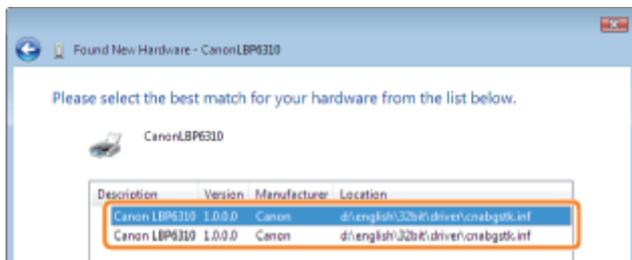
Select the folders in the supplied CD-ROM: [English] - [x64] - [Driver].



† If you are not sure whether you are using 32-bit Windows Vista/7/Server 2008 or 64-bit Windows Vista/7/Server 2008, see "Basic Operations/Various Information for Windows."

### **If the screen for selecting the printer driver appears**

Even if which printer driver is selected, there is no problem with the installation because the same printer driver is installed.



When the installation is complete, an icon and folder for this printer will be created.

➤ "After Installation"

# Uninstalling the Printer Driver

The process of removing the printer driver to restore the computer to the same state as before the printer driver was installed is referred to as uninstallation. To uninstall the printer driver, perform the following procedure.

## 1

**If a USB cable is connected, turn OFF the printer and computer, and then remove the USB cable.**

## 2

**Turn the computer on, and then log on to Windows as a user with administrative rights.**

## 3

**Close the following files and programs if open.**

- Help files
- Printer Status Window
- Control Panel
- Other applications

## 4

**Start the uninstaller.**

From the [Start] menu, select [All Programs] or [Programs] → [Canon Printer Uninstaller] → [Canon LBP6310 Uninstaller].



**? If the uninstaller is not found in the [Start] menu**

➤ "Starting the Uninstaller from [Control Panel]"

**? If the [User Account Control] dialog box appears**

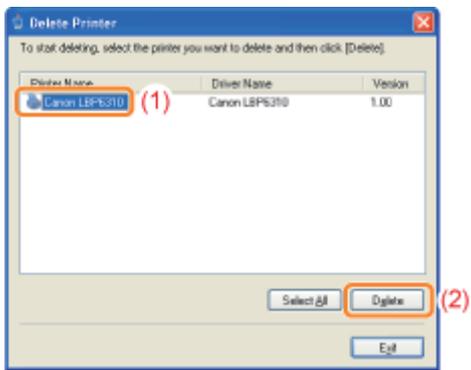
Click [Continue] or [Yes].

## 5

**Perform the following procedure.**

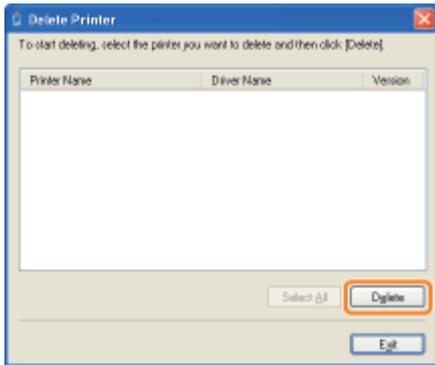
**If this printer is displayed**

- (1) Select this printer.
- (2) Click [Delete].



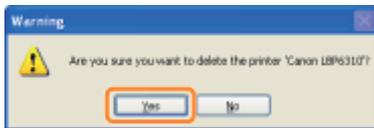
### If this printer is not displayed

Click [Delete].



## 6

Click [Yes].

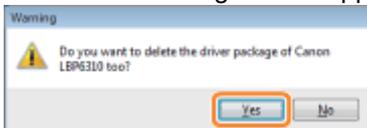


→ The uninstallation starts.

Wait until the following screen disappears. (It may take a long time to uninstall the printer driver.)

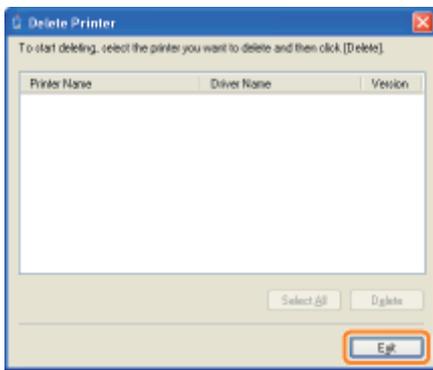


When the following screen appears, click [Yes] or [Yes To All].



## 7

Click [Exit].



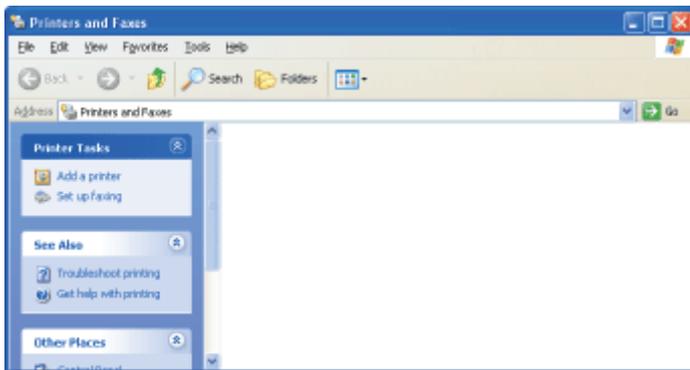
## 8

**Open the printer folder.**

- "Basic Operations/Various Information for Windows"

## 9

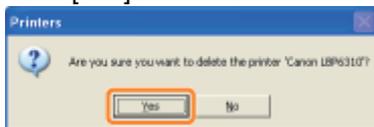
**Confirm that the icon for this printer is not found.**



### **IMPORTANT**

**If the icon for this printer is displayed**

1. Right-click the icon, and then select [Delete] or [Remove device] from the pop-up menu.
2. Click [Yes].



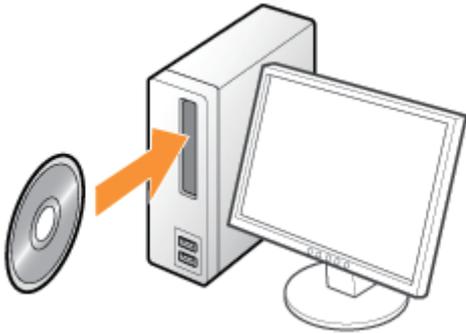
## 10

**Restart Windows.**

-  Next, uninstall the e-Manual using the following procedure.  
(If you did not install the e-Manual, you do not need to perform the following procedure.)

## 11

**Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.**



## 12

Click **[Additional Software Programs]**.



### ? If the above screen does not appear

- "Basic Operations/Various Information for Windows"

### ? If the **[AutoPlay]** dialog box appears

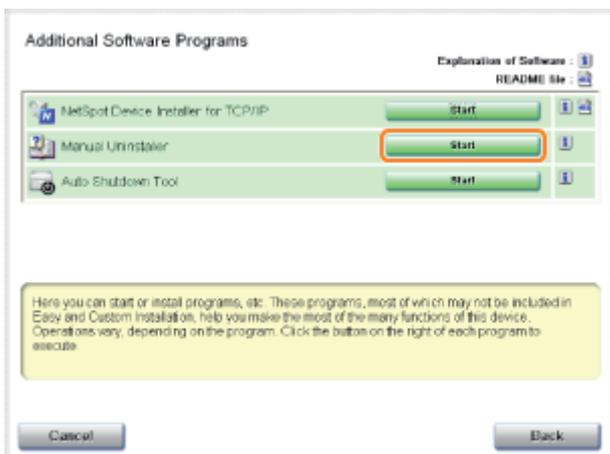
Click **[Run AUTORUN.EXE]**.

### ? If the **[User Account Control]** dialog box appears

Click **[Continue]** or **[Yes]**.

## 13

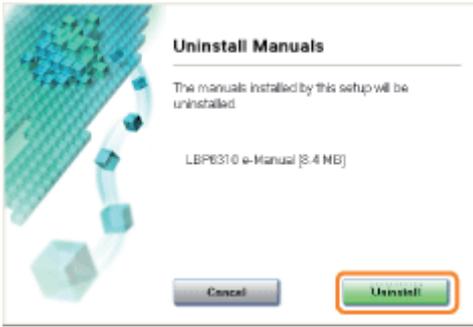
Click **[Start]** in **[Manual Uninstaller]**.



# 14

Click **[Uninstall]** to start the uninstallation.

Please wait a moment until the uninstallation is complete. (It may take a long time to uninstall the printer driver.)



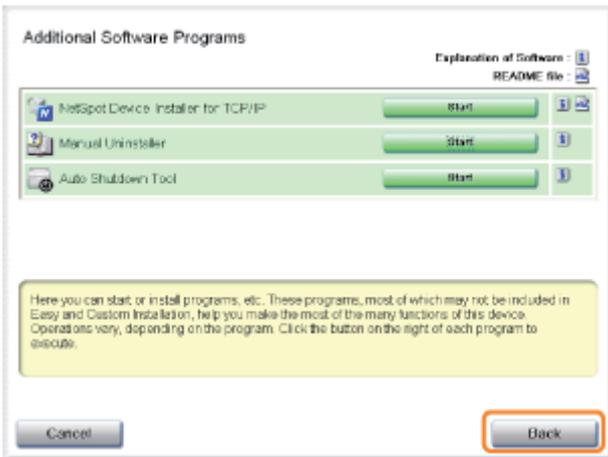
# 15

Click **[Exit]**.



# 16

Click **[Back]**.



# 17

Click **[Exit]**.

† When the following screen appears, you can remove the CD-ROM.

You can install software programs etc. on this screen. Select a menu on the right.

- Easy Installation
- Custom Installation
- Additional Software Programs
- Display Manuals
- Exit

# Starting the Uninstaller from [Control Panel]

## 1

Perform the following procedure.

### Windows XP

From the [Start] menu, select [Control Panel], and then click [Add or Remove Programs].

### Windows Vista Windows 7 Windows Server 2008 R2

From the [Start] menu, select [Control Panel], and then click [Uninstall a program].

### Windows Server 2003

From the [Start] menu, select [Control Panel] → [Add or Remove Programs].

### Windows Server 2008

From the [Start] menu, select [Control Panel], and then double-click [Programs and Features].

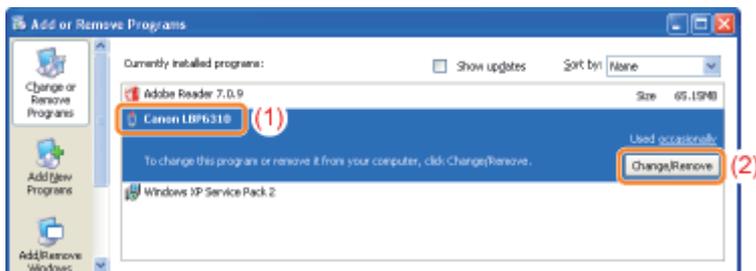
## 2

Perform the following procedure.

### Windows XP Windows Server 2003

(1) Select [Canon LBP6310].

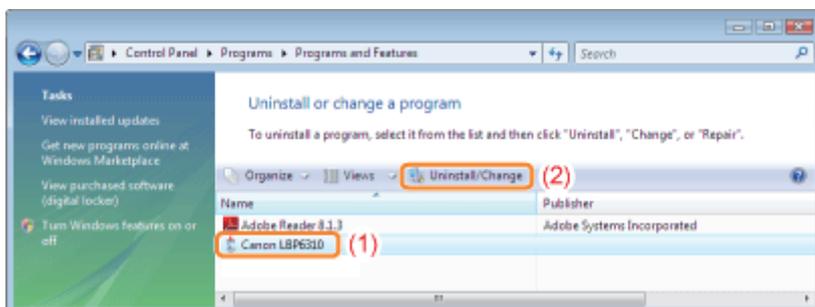
(2) Click [Change/Remove].



### Windows Vista Windows 7 Windows Server 2008

(1) Select [Canon LBP6310].

(2) Click [Uninstall/Change].



### ? If [Canon LBP6310] is not listed

➤ "Starting the Uninstaller from the CD-ROM"

### ? If the [User Account Control] dialog box appears

Click [Continue] or [Yes].

# Basic Printer Operations

---

## ▸ Usable Paper

---

- Precautions for Paper
- Printable Area

## ▸ Paper Loading and Output

---

- Loading Paper in the Paper Drawer
- Loading Paper in the Multi-purpose Tray

## ▸ Basic Printing Procedure

---

## ▸ How to Use Help

---

## ▸ Canceling a Job

---

## ▸ Checking the Printer Status

---

## Usable Paper

The following shows the paper sizes that can be used with this printer.

○ : Available    — : Unavailable

Paper Type	Setting for [Paper Type] <sup>*1</sup>	Paper Size	Paper Source			2-sided Printing
			Multi-purpose Tray	Drawer 1	Drawer 2 (optional)	
Plain paper <sup>*2</sup> (60 to 90 g/m <sup>2</sup> )	[Plain Paper] (Default) [Plain Paper L] <sup>*3</sup>	A4	○	○	○	○
		B5	○	○	○	—
		A5	○	○	○	—
		A6	○	○	○	—
		Legal	○	○	○	○
		Letter	○	○	○	○
		Executive	○	○	○	—
		16K	○	○	○	—
		Custom size paper	○ <sup>*4</sup>	○ <sup>*5</sup>	○ <sup>*5</sup>	—
Heavy paper (91 to 150 g/m <sup>2</sup> )	[Heavy Paper 1]	A4	○	○ <sup>*6</sup>	○ <sup>*6</sup>	○ <sup>*6</sup>
		B5	○	○ <sup>*6</sup>	○ <sup>*6</sup>	—
		A5	○	○ <sup>*6</sup>	○ <sup>*6</sup>	—
		A6	○	○ <sup>*6</sup>	○ <sup>*6</sup>	—
		Legal	○	○ <sup>*6</sup>	○ <sup>*6</sup>	○ <sup>*6</sup>
		Letter	○	○ <sup>*6</sup>	○ <sup>*6</sup>	○ <sup>*6</sup>
		Executive	○	○ <sup>*6</sup>	○ <sup>*6</sup>	—
		16K	○	○ <sup>*6</sup>	○ <sup>*6</sup>	—
		Custom size paper	○ <sup>*4</sup>	○ <sup>*5 *6</sup>	○ <sup>*5 *6</sup>	—
Heavy paper (151 to 163 g/m <sup>2</sup> )	[Heavy Paper 2]	A4	○	—	—	—
		B5	○	—	—	—
		A5	○	—	—	—
		A6	○	—	—	—
		Legal	○	—	—	—
		Letter	○	—	—	—
		Executive	○	—	—	—
		16K	○	—	—	—
		Custom size paper	○ <sup>*4</sup>	—	—	—
Transparency	[Transparency]	A4	○	—	—	—
		Letter	○	—	—	—
		A4	○	—	—	—
		B5	○	—	—	—
		A5	○	—	—	—
		A6	○	—	—	—

Label	[Label]	Legal	<input type="radio"/>	—	—	—
		Letter	<input type="radio"/>	—	—	—
		Executive	<input type="radio"/>	—	—	—
		16K	<input type="radio"/>	—	—	—
		Custom size paper	<input type="radio"/> *4	—	—	—
Index Card	[Envelope]	Index Card	<input type="radio"/>	—	—	—
Envelope	[Envelope]	Envelope Monarch	<input type="radio"/>	—	—	—
		Envelope No. 10 (COM10)	<input type="radio"/>	—	—	—
		Envelope DL	<input type="radio"/>	—	—	—
		Envelope C5	<input type="radio"/>	—	—	—
		Envelope B5	<input type="radio"/>	—	—	—

\*1 The setting is located in the [Paper Source] sheet in the printer driver.

\*2 Recycled paper can be also used.

\*3 If the printed paper curls (the printed side curls outward) when printed with [Plain Paper] selected, select [Plain Paper L].

\*4 You can load custom size paper that is 76.2 to 215.9 mm wide and 127.0 to 355.6 mm long.

\*5 You can load custom size paper that is 105.0 to 215.9 mm wide and 148.0 to 355.6 mm long.

\*6 You can use heavy paper of up to 120 g/m<sup>2</sup>.

## IMPORTANT

### About print speed

- The print speed may drop depending on the paper settings for the size, type, orientation, and number of copies.
- When continuously printing paper whose length is 269.4 mm or less, the print speed may drop gradually.

### Precautions for paper

- ["Precautions for Paper"](#)

## NOTE

### Printable area

- ["Printable Area"](#)

### Envelope sizes

The envelope sizes are as follows.

Envelope Monarch	98.4 mm x 190.5 mm
Envelope No. 10 (COM10)	104.7 mm x 241.3 mm
Envelope DL	110.0 mm x 220.0 mm
Envelope C5	162.0 mm x 229.0 mm
Envelope B5	176.0 mm x 250.0 mm

## Precautions for Paper

### Paper Which Requires Attention Before Use

When using the following types of paper, this may cause influence to the printout results or printer in some cases.

#### Paper that was stored poorly

- Creased or folded paper
- Torn or damaged paper
- Wrinkled paper
- Curled paper
- Wet or moist paper
- Paper with rough edges
- Irregularly-shaped paper

#### Paper with holes or perforations

- Paper with binding holes
- Paper with perforations

#### Paper with adhesive or a special coating

- Heat-sensitive paper
- Paper with adhesive
- Carbon paper
- Treated color paper
- Specially coated paper (coated paper for ink jet printers and so on)

#### Paper that was printed by another printer

- Paper that was printed by a copy machine or another printer (The reverse side of the paper is also not usable.)

#### Paper that is difficult for the toner to fix onto

- Paper with rough surfaces
- Paper containing thick fibers
- Paper with an extremely rough or smooth surface
- Paper that is thicker or thinner than the specified usable paper
  - ▣ "Usable Paper"

### IMPORTANT

#### About paper with staples, clips, ribbons or tape

This kind of paper may result in the printer malfunction or damage to the printer.

#### About paper that contains ink that melts, burns, evaporates or emits harmful gases at or lower than the heating temperature of the fixing unit

This kind of paper may result in the printer malfunction or damage to the printer.

#### Printing on the reverse side of paper that was previously printed (Performing 2-sided printing manually)

This printer enables you to perform 2-sided printing manually by inserting the reverse side of the paper\* that was previously printed even if the paper cannot be used for 2-sided printing.

When printing on the reverse side of paper that was previously printed, flatten the curl and load one sheet of paper at a time in the multi-purpose tray.

\* You can use only paper printed by this printer. Also, you cannot print on the printed side again.

### Storing Paper

The quality of paper may deteriorate if stored improperly even when the paper meets the normal specifications. Inferior paper may cause misfeeds, paper jams, or deterioration in print quality.

### **How to store paper**

Observe the following guidelines when storing and handling paper.

- Store paper on a flat surface.
- To help paper avoid moisture or dryness, keep paper in its wrapper until it is ready to be used.
- Do not place paper in the condition where it may curl or become creased.
- Do not store paper vertically or store too many stacks of paper in one pile.

Do not store paper in the following locations.

- A location exposed to direct sunlight
- A location subject to high humidity
- A dry location
- A location with a temperature or humidity that differs significantly from the location where it will be used

### **If you print on damp paper**

If you print on damp paper, steam may be emitted from the printer output area.

Because moisture in the paper is evaporating due to the heat generated when toner fixes, this is not a malfunction. (This is likely to occur when the room temperature is low.)

## **Storing Printouts**

When handling or storing paper printed by this printer, be careful of the following points.

### **How to store printouts**

- Store paper on a flat surface.
- Avoid storing printouts in folders made of PVC material, as this may cause the toner to melt and stick to the PVC material. Toner may peel when printouts are folded or creased.
- Store printouts in the condition where they are not folded or creased as toner may peel.
- Avoid rubbing the printed paper with fingers or cloth because it may cause toner stain or toner peeling.
- Put printouts in a binder when storing for a long period of time (two years or longer).
- Printouts may discolor when stored for a long period of time.
- Avoid storing printouts in a location subject to high temperatures.

### **Precautions when sticking printouts with adhesive**

- Be sure to use insoluble adhesive.
- Test the adhesive on an unneeded printout before using.
- Before stacking printouts that stuck with adhesive, check that the adhesive completely dried.

## Printable Area

### NOTE

#### **If you want to extend the printable area**

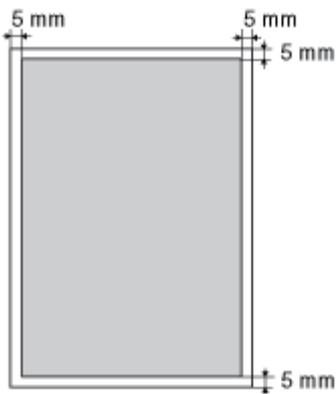
Specify the following settings in the printer driver.

1. Click [Advanced Settings] in the [Finishing] sheet.
2. Set [Expand Print Region and Print] to [On].

† The edges of the printout may be partly missing depending on the property of the document to be printed.

## Plain Paper/Heavy Paper/Transparency/Label/Index Card

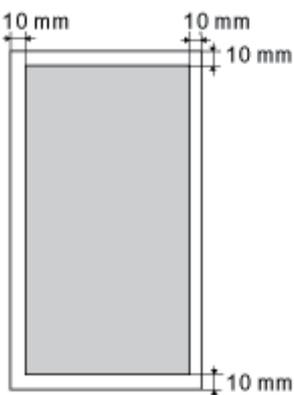
You cannot print on any area within 5 mm of the edges of paper.



## Envelope

This printer can print on the following area.

You may have to change the printable area before printing, depending on the application you use.



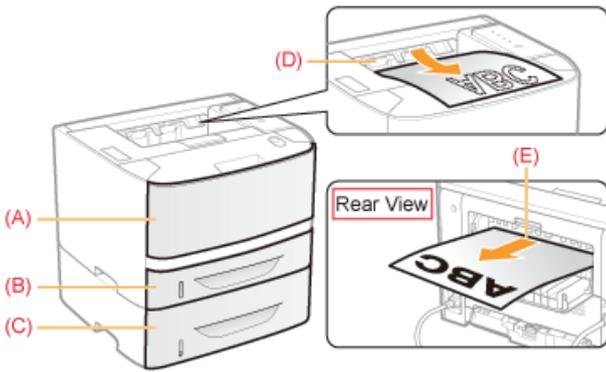
### IMPORTANT

#### **When printing on envelopes**

We recommend that you configure the document to print the data smaller than the printable area. When printing data in the entire printable area, you may not be able to obtain the optimum print quality.

## Paper Loading and Output

This printer has the following paper sources and output trays.

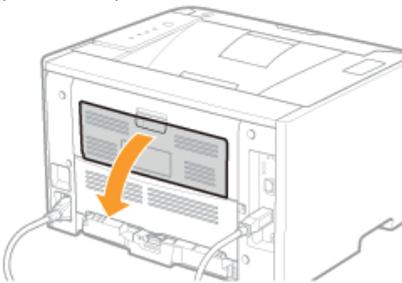


<b>Paper Source</b>	(A): Multi-purpose tray	❖ "Loading Paper in the Multi-purpose Tray"
	(B): Drawer 1	❖ "Loading Paper in the Paper Drawer"
	(C): Drawer 2 (optional)	
<b>Output Tray</b>	(D): Output tray	Outputs paper with the printed side facing down.
	(E): Sub-output tray	Outputs paper with the printed side facing up. The sub-output tray is suitable to print transparencies, labels, or envelopes which tend to curl, since the printed paper is output flattened.

### How to Switch Output Trays

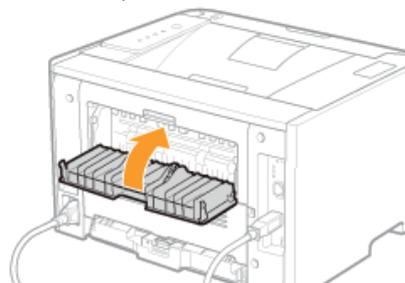
- **When switching to the sub-output tray**

Open the output selection cover as shown in the figure.



- **When switching to the output tray**

Close the output selection cover as shown in the figure.

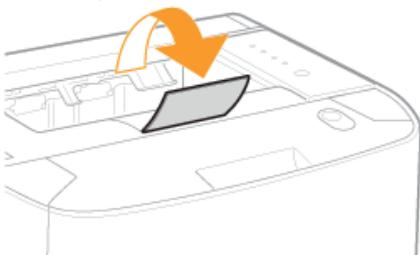


### Precautions for Output Trays

Pay attention to the following points when handling the output trays.

See "[Important Safety Instructions](#)" also.

- When performing 2-sided printing, close the output selection cover.  
(When outputting paper to the sub-output tray, you cannot perform 2-sided printing.)
- During 2-sided printing, do not touch the paper until it is output to the output tray completely. The paper is first output partially after the front side is printed, and then it is fed again to be printed on the reverse side.
- When paper is output to the sub-output tray, take out one piece at a time each time it is output.
- When outputting long-size paper, such as Legal paper, to the output tray, open the auxiliary tray to prevent the paper from hanging out of the output tray.



### Paper Capacity of the Paper Sources and Output Trays

— : The paper source cannot be used.

Paper Type	Paper Source			Output Tray	
	Multi-purpose tray	Drawer 1	Drawer 2 (optional)	Output tray <sup>*1</sup>	Sub-output tray
Plain paper (Ex. 80 g/m <sup>2</sup> )	Approx. 50 sheets	Approx. 250 sheets <sup>*2</sup>	Approx. 500 sheets <sup>*2</sup>	Approx. 150 sheets	1 sheet
Heavy paper (Ex. 91 g/m <sup>2</sup> )	Approx. 40 sheets	Approx. 200 sheets <sup>*2</sup>	Approx. 400 sheets <sup>*2</sup>	Approx. 20 sheets	1 sheet
Heavy paper (Ex. 128 g/m <sup>2</sup> )	Approx. 25 sheets	—	—	Approx. 20 sheets	1 sheet
Transparency	Approx. 15 sheets	—	—	1 sheet	1 sheet
Label	Approx. 20 sheets	—	—	Approx. 10 sheets	1 sheet
Index Card	Approx. 15 sheets	—	—	Approx. 10 sheets	1 sheet
Envelope	Approx. 5 sheets	—	—	Approx. 10 sheets	1 sheet

<sup>\*1</sup> Actual paper capacity varies depending on the installation environment and paper type to be used.

<sup>\*2</sup> If the paper size is smaller than A5, the paper capacity is as follows.

Paper Type	Drawer 1	Drawer 2 (optional)
Plain paper (Ex. 80 g/m <sup>2</sup> )	Approx. 150 sheets	Approx. 400 sheets
Heavy paper (Ex. 91 g/m <sup>2</sup> )	Approx. 100 sheets	Approx. 300 sheets

# Loading Paper in the Paper Drawer

## NOTE

### When loading custom size paper

Because the procedure for loading custom size paper is different from that for loading standard size paper, see "[Loading Custom Size Paper](#)."

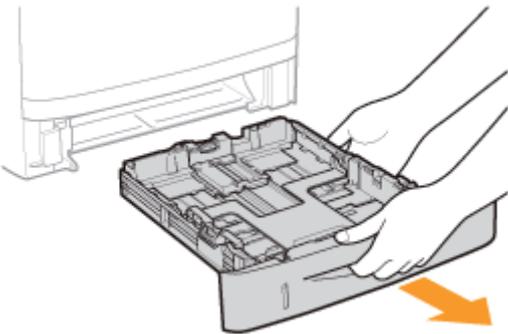
## Loading Standard Size Paper

- † For details on the paper that you can load in the paper drawer, see "[Usable Paper](#)."
- † Load paper in Drawer 2 (optional) in the same manner as you load paper in Drawer 1.

Before loading paper, see "[Attention \(Paper Drawer\)](#)."

# 1

**Pull out the paper drawer.**

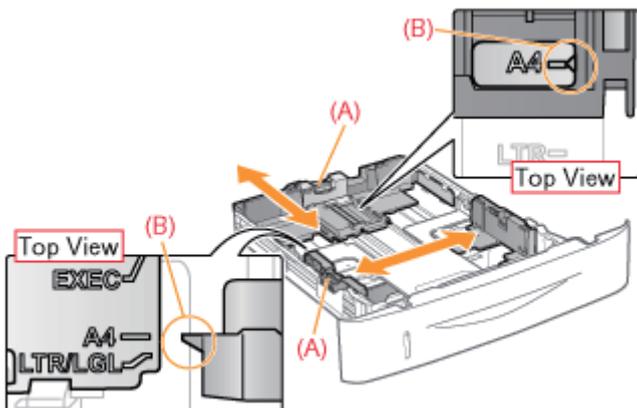


# 2

**Slide the paper guides to the position of the size of the paper to be loaded.**

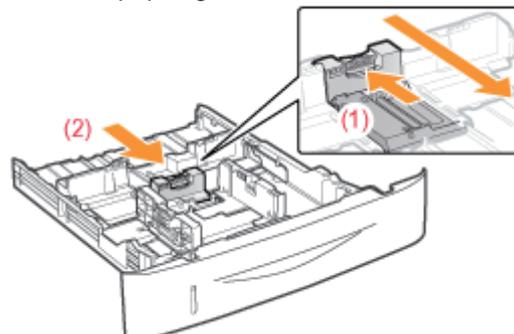
While holding the lock release lever (A), adjust the guides.

- † Align the position of (B) with the size mark of the paper to be loaded.



### When loading A6 paper

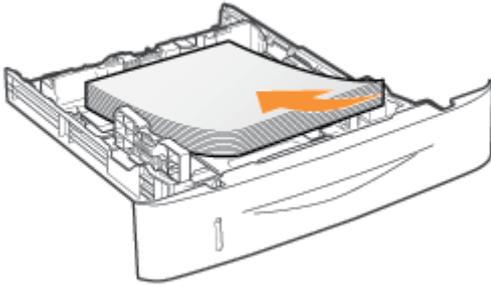
Slide the paper guide at the rear center toward you.



### 3

**Load the paper with the printing side facing down so that the paper stack is aligned with the rear paper guide.**

Be sure to load paper in portrait orientation.



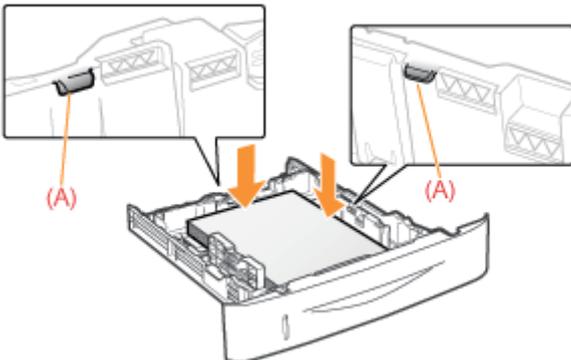
#### NOTE

**When loading paper with a letterhead or logo**

See "Paper Loading Orientation" and load the paper in the correct orientation.

### 4

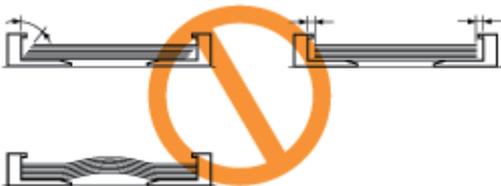
**Hold down the paper, then set it under the hooks (A) on the paper guides.**



#### IMPORTANT

**Be sure to align the paper guides with the paper.**

If the paper guides are too loose or too tight, this may result in misfeeds or paper jams.



### 5

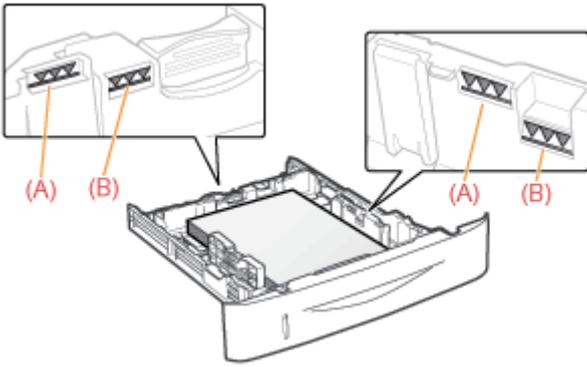
**Make sure that the paper stack does not exceed the load limit mark lines (A) or (B).**

(A): Paper larger than A5

(B): A6 paper

† Be sure that the paper stack does not exceed the load limit mark lines. If the paper stack exceeds the load limit mark

lines, this may result in misfeeds.



## 6

### Set the paper drawer in the printer.

Next, register a paper size.  
▶ ["Registering the Paper Size"](#)

## Attention (Paper Drawer)

See "Important Safety Instructions" also.

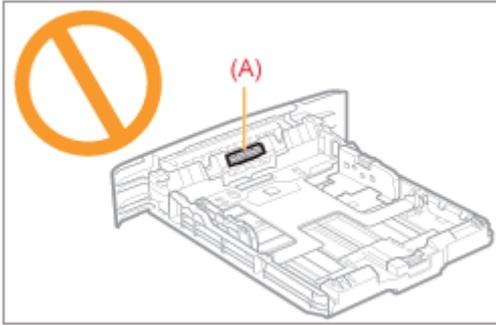
### IMPORTANT

#### **When loading paper for the first time after installing the paper feeder**

Before loading paper, be sure to turn ON the printer once.

#### **Do not touch the black rubber pad (A) in the paper drawer.**

This may result in misfeeds.



#### **When printing from Drawer 2 (optional)**

Make sure that Drawer 1 is set before printing from Drawer 2. If you print from Drawer 2 when Drawer 1 is not set, this will cause paper jams.

#### **Do not pull out the paper drawer during printing.**

This may result in paper jams or damage to the printer.

#### **When using paper that is poorly cut**

Multiple sheets of paper may be fed at a time. In this case, fan the paper thoroughly, and then align the edges of the stack properly on a hard, flat surface.

# Registering the Paper Size

This printer's paper drawer cannot automatically detect the paper size. Therefore, you need to register the size of the loaded paper.

Register the paper size using the following procedure.

## NOTE

### When registering a paper size

As you cannot register paper size while printing is in progress, make sure that the printer is idle before registering the paper size.

You can register paper size only while one of the following messages is displayed.

- <Specified Paper Different from Set Paper>
- <Out of Paper>

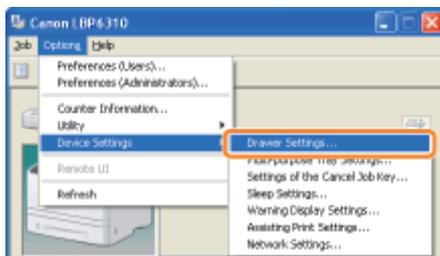
## 1

Click [  ] in the Windows task tray, and then select the printer name.



## 2

From the [Options] menu, select [Device Settings] → [Drawer Settings].



## 3

Register the paper size.

(1) Select the size of the paper loaded in the paper drawer.

- Drawer 1: The paper drawer supplied with the printer unit
- Drawer 2: The paper drawer of the optional paper feeder

(2) Click [OK].



 For details on the basic printing procedure, see "[Basic Printing Procedure](#)."

† If printing custom size paper, you need to register the custom paper size in the printer driver previously.



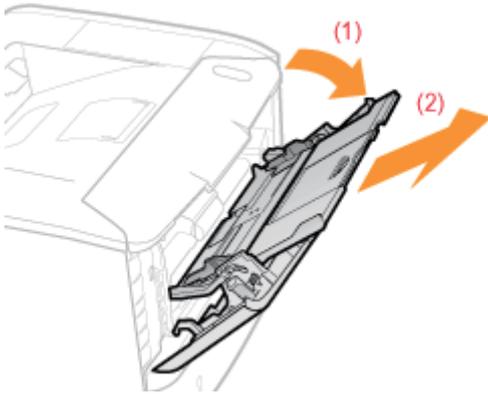
# Loading Paper in the Multi-purpose Tray

† For details on the paper that you can load in the multi-purpose tray, see "[Usable Paper](#)."

Before loading paper, see "[Attention \(Multi-purpose Tray\)](#)."

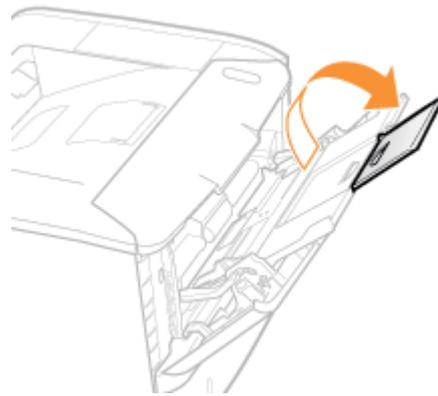
## 1

**Open the multi-purpose tray, and then pull out the auxiliary tray.**



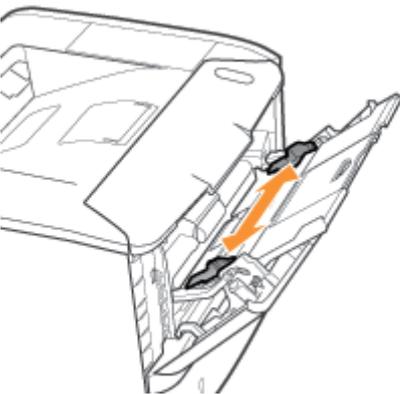
**When loading long-size paper**

Open the tray extension also.



## 2

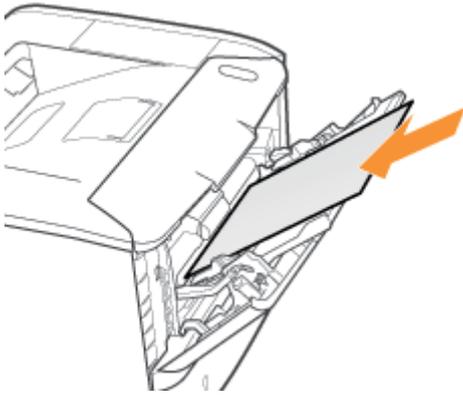
**Slide the paper guides a little wider than the actual paper width.**



## 3

**Gently load paper with the printing side facing up until it touches the back of the tray.**

Be sure to load paper in portrait orientation.



**IMPORTANT**

**When loading envelopes**

See "Printing on Envelopes" and load the paper in the correct orientation.

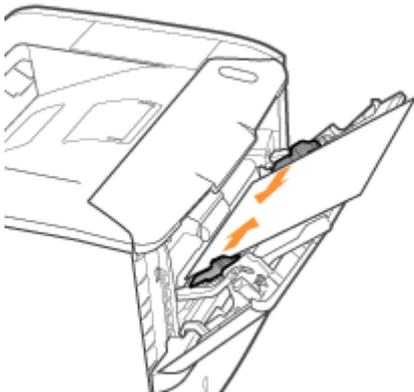
**NOTE**

**When loading paper with a letterhead or logo**

See "Paper Loading Orientation" and load the paper in the correct orientation.

## 4

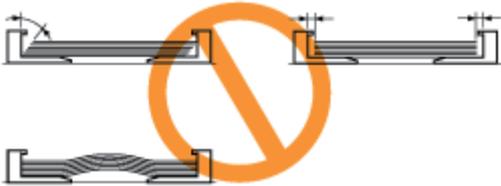
**Align the paper guides with the width of the paper.**



**IMPORTANT**

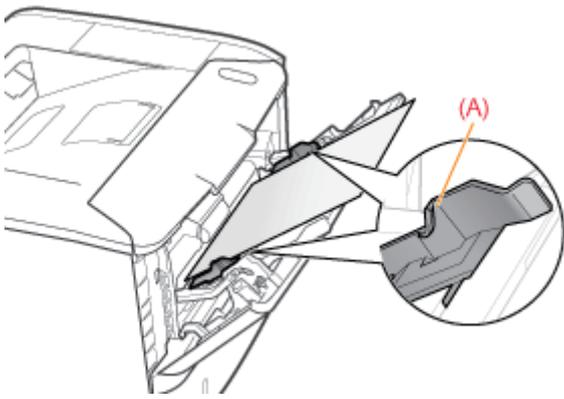
**Be sure to align the paper guides with the width of the paper.**

If the paper guides are too loose or too tight, this may result in misfeeds or paper jams.



## 5

**Be sure that the paper stack is loaded under the load limit guides (A).**



 For details on the basic printing procedure, see "[Basic Printing Procedure](#)."

- † If printing custom size paper, you need to register the custom paper size in the printer driver previously.
  - ▣ "[Registering a Custom Paper Size](#)"

## Attention (Multi-purpose Tray)

See "Important Safety Instructions" also.

### IMPORTANT

#### **Precautions when loading paper in the multi-purpose tray**

- Load the paper so that it is straight.
- If the rear edge of the paper stack is not properly aligned, this may result in misfeeds or paper jams.
- If the paper is curled or folded at corners, flatten it before loading it in the printer.

#### **Do not touch the paper in the multi-purpose tray or pull it out during printing.**

This may result in paper jams or damage to the printer.

#### **When using paper that is poorly cut**

Multiple sheets of paper may be fed at a time. In this case, fan the paper thoroughly, and then align the edges of the stack properly on a hard, flat surface.

#### **Also, do not press the top of or apply excessive force to the multi-purpose tray.**

This may result in damage to the multi-purpose tray.

# Basic Printing Procedure

This section describes the basic procedure for printing from an application, taking Adobe Reader as an example.

† The printing procedure may differ depending on the application you are using.

Before printing, see "Attention (Basic Printing)."

## 1

**Load paper in the paper drawer or multi-purpose tray.**

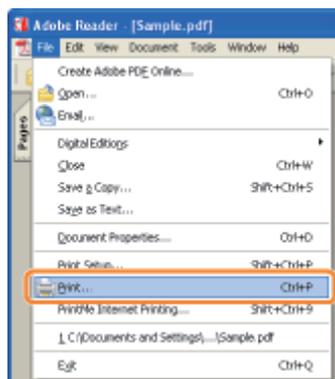
➤ "Paper Loading and Output"

## 2

**Open the PDF file to be printed using Adobe Reader.**

## 3

**Select [Print] from the [File] menu.**



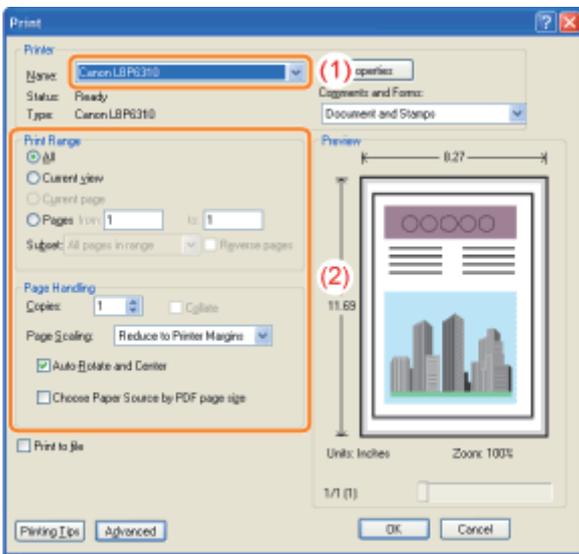
## 4

**Configure the printing preferences.**

(1) Select this printer.

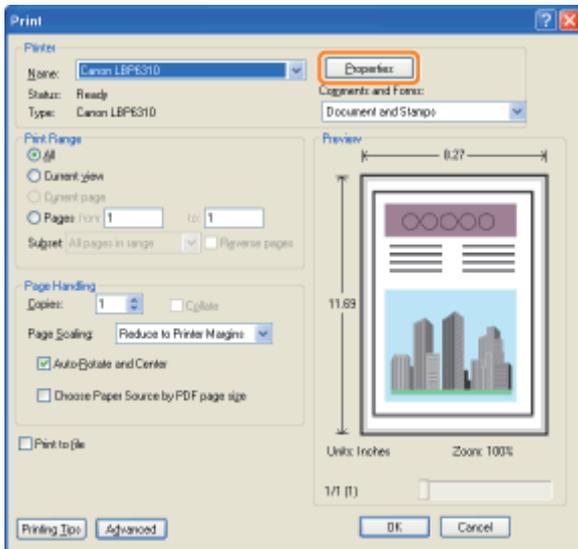
† You can change the printer name in the printer folder (➤ "Basic Operations/Various Information for Windows").

(2) Configure the printing preferences.



5

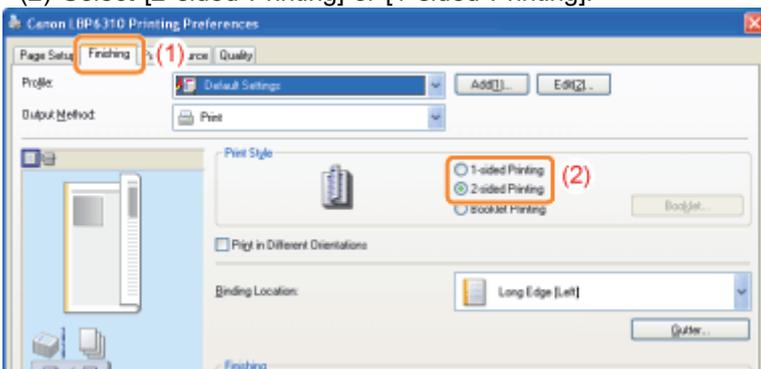
Click [Properties].



6

Specify the setting for [Print Style].

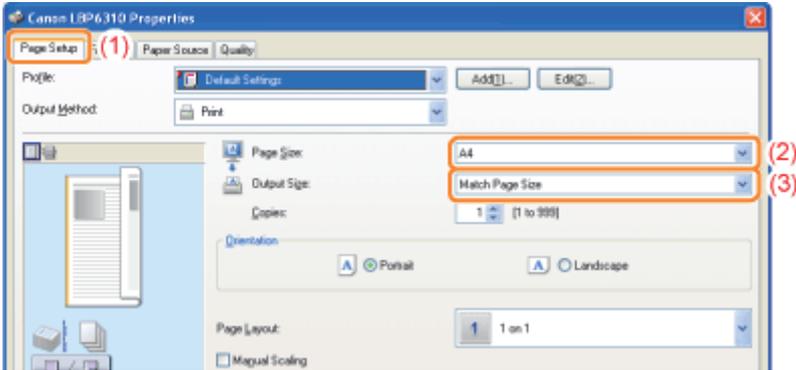
- (1) Display the [Finishing] sheet.
- (2) Select [2-sided Printing] or [1-sided Printing].



# 7

## Specify the settings for [Page Size] and [Output Size].

- (1) Display the [Page Setup] sheet.
- (2) Select the page size of the document created by an application.
- (3) Select if the size of the paper to be printed is different from that of the data.



### IMPORTANT

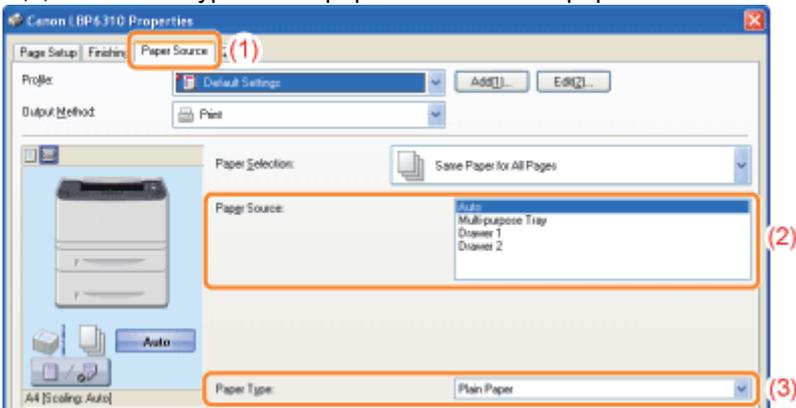
**If the [Page Size] setting and [Output Size] setting are different**

The print is automatically reduced or enlarged to fit on the page.

# 8

## Specify the settings for [Paper Source] and [Paper Type].

- (1) Display the [Paper Source] sheet.
- (2) Set the paper source you want to use.
- (3) Select the type of the paper loaded in the paper source.\*



\* Specify the setting according to the paper type as follows.

Paper Type	Setting for [Paper Type]
Plain paper (60 to 90 g/m <sup>2</sup> )	[Plain Paper] (Default) [Plain Paper L]**
Heavy paper (91 to 150 g/m <sup>2</sup> )	[Heavy Paper 1]
Heavy paper (151 to 163 g/m <sup>2</sup> )	[Heavy Paper 2]
Transparency	[Transparency]
Label	[Label]
Index Card	[Envelope]

Envelope

[Envelope]

\*\* If the printed paper curls (the printed side curls outward) when printed with [Plain Paper] selected, select [Plain Paper L].

#### NOTE

##### **Using Preview to specify a paper source**

You can also specify a paper source by clicking each paper source or [Auto] using Preview when  is selected.



##### **When printing heavy paper (91 to 120 g/m<sup>2</sup>) from the paper drawer**

Select [Drawer 1] or [Drawer 2] (optional) in [Paper Source].

† If you select [Auto], you cannot print from the paper drawer. (Paper is fed from the multi-purpose tray.)

## 9

### **Specify the other printing preferences as needed.**

† "Useful Printing Functions" describes the printing procedures that use the various printing functions. Make full use of the functions of this printer.

#### NOTE

##### **For details on the settings**

See Help.

 ["How to Use Help"](#)

## 10

### **Confirm the settings, then click [OK].**

→ The [Print] dialog box reappears.

## 11

### **Click [OK].**

→ The printer starts printing.

#### **If the printer cannot print properly**

-  ["Printing Cannot Be Performed \(USB Connection\)"](#)
-  ["Printing Cannot Be Performed \(LAN Connection\)"](#)
-  ["Printing Cannot Be Performed \(via the Print Server\)"](#)

## Attention (Basic Printing)

### IMPORTANT

#### **When printing from a paper drawer**

Check that the size of the paper loaded in the paper drawer is the same as the registered paper size.

➤ ["Registering the Paper Size"](#)

### NOTE

#### **Install the printer driver.**

The printer driver is software required for printing with this printer. Before printing, install the printer driver.

➤ ["Installing the Printer Driver"](#)

#### **When printing on custom size paper**

You need to register the custom paper size in the printer driver previously.

➤ ["Registering a Custom Paper Size"](#)

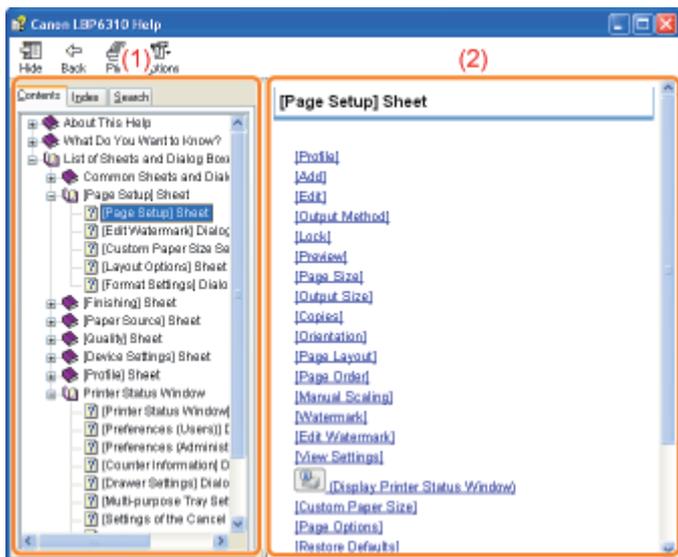
#### **About the contents specified in "Basic Printing Procedure"**

The specified settings apply only to data to be printed from the same application. Exiting the application resets the changed settings to the default settings.

For details on the procedure for changing the default values for printing preferences, see "[Changing the Default Values for Printing Preferences.](#)"

## How to Use Help

For details on each setting in the printer driver or the Printer Status Window, see the instructions in Help.



### (1) Navigation pane

Select a topic for your desired option.

- **[Contents] sheet**

The titles of the sheets, dialog boxes, and so on are listed.

Select a sheet, dialog box, and others for your desired option.

- **[Index] sheet**

Displays the [Index] list.

Enter a keyword in [Type in the keyword to find] or scroll down the keyword list, and then double-click the option you would like information on.

- **[Search] sheet**

Enter an arbitrary word or phrase to search the topic.

Enter the word or phrase in [Type in the word(s) to search for] and click [List Topics]. Double-click a sheet, dialog box, and others for your desired option in the listed topics.

### (2) Topic pane

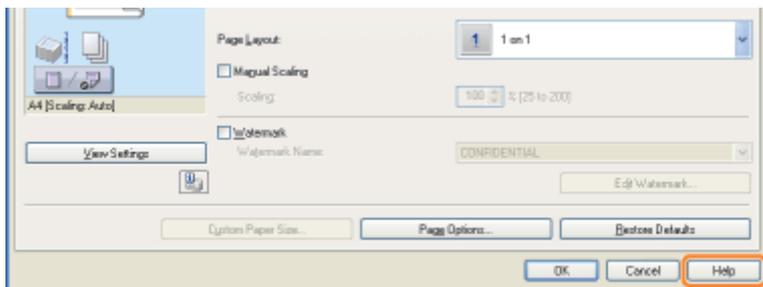
The setting list are displayed for each sheet or dialog box.

Click the desired option to display its description.

## How to Display Help

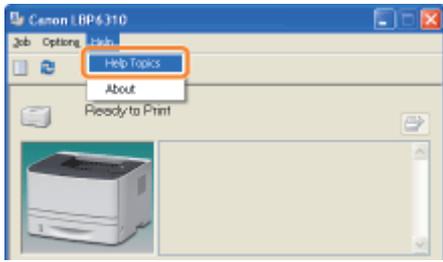
### When displaying Help from the printer driver

Click [Help].



### When displaying Help from the Printer Status Window

From the [Help] menu, select [Help Topics].



## Canceling a Job

---

You can cancel a print job using either of the following methods.

† You cannot cancel another user's job. (For the print server environment, you can cancel print jobs on the print server.)

### [❏ Canceling a Print Job Using the Print Queue](#)

When printing multiple jobs, you can select a job and cancel it.

### [❏ Canceling a Print Job Using the Printer Status Window](#)

You can cancel a job currently being printed with one click.

#### **<If you want to cancel another user's job>**

If you cannot print because an error is occurring with a print job from another user, use the [  ] (Cancel Job) key to cancel the job.

❏ ["Canceling a Print Job Using the Cancel Job Key"](#)

† If you are connecting the printer and computer with a LAN cable, you can also cancel a print job using the Remote UI.

❏ ["Managing Print Jobs"](#)

# Canceling a Print Job Using the Print Queue

## 1

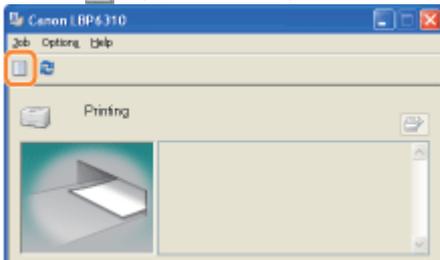
Display the print queue.

### When displaying Help from the Printer Status Window

1. Click [  ] in the Windows task tray, and then select the printer name.

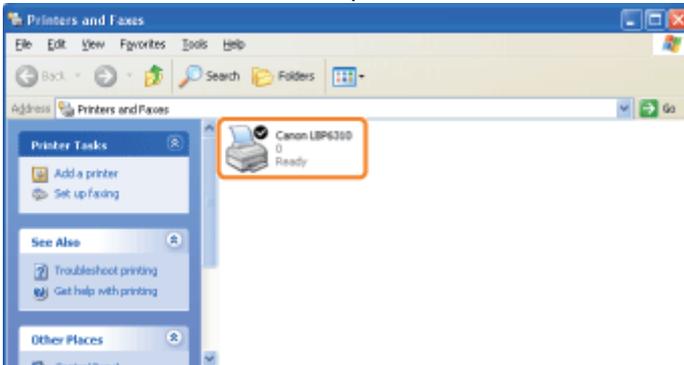


2. Click [  ] (Print Queue).



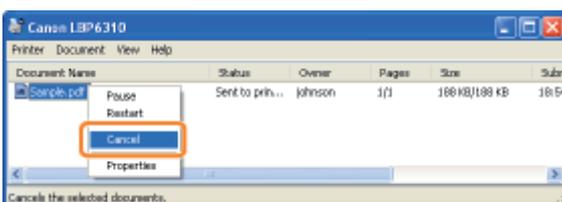
### When displaying from the printer folder

1. Open the printer folder.
  - ❖ "Basic Operations/Various Information for Windows"
2. Double-click the icon for this printer.



## 2

Right-click the job that you want to cancel, then select [Cancel] from the pop-up menu.



### If a print job does not appear

Another user's job is not displayed. (For the print server environment, all print jobs are displayed on the print server.)

If an error is occurring with a print job from another user, use the [  ] (Cancel Job) key to cancel the job.

❖ "Canceling a Print Job Using the Cancel Job Key"

 **NOTE**

**For details on the print queue**

See Windows Help.

### 3

**Clicking [Yes] cancels the print job.**

 **If you cannot cancel a job**

You cannot cancel the job whose pages are in the process of printing.

## Canceling a Print Job Using the Printer Status Window

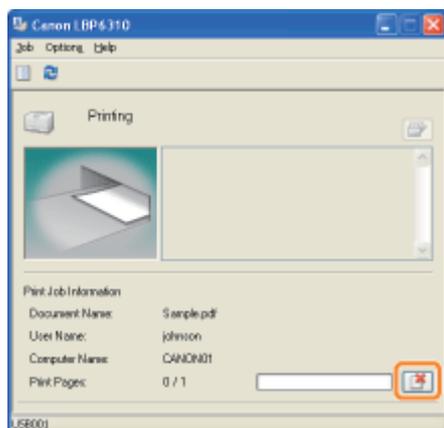
### 1

Click [  ] in the Windows task tray, and then select the printer name.



### 2

Clicking [  ] (Cancel Job) cancels the print job.



#### If you cannot cancel a job

- You cannot cancel the job whose pages are in the process of printing.
- You cannot cancel another user's job. (For the print server environment, you can cancel print jobs on the print server.)  
If an error is occurring with a print job from another user, use the [  ] (Cancel Job) key to cancel the job.  
[▶ "Canceling a Print Job Using the Cancel Job Key"](#)

## Canceling a Print Job Using the Cancel Job Key

### 1

Pressing the [  ] (Cancel Job) key on the control panel cancels the job.

When the key is released, the printer begins canceling the job.



#### If you cannot cancel a job

- You cannot cancel the pages in process of printing.
- If the printer switches from one print job to another while the [  ] (Cancel Job) key is being pressed (if the job when the key is pressed and the job when the key is released are different), both the jobs cannot be canceled.
- Depending on the settings for the [Settings of the Cancel Job Key] dialog box in the Printer Status Window, you may not be able to cancel a job.

#### NOTE

##### The meanings of the (Cancel Job) indicator (orange)

- While the key is being pressed: On
- While a job is being canceled: Blinking

##### Specifying the types of jobs which the [ ] (Cancel Job) key can cancel

You can specify the types of jobs which can be canceled in the [Settings of the Cancel Job Key] dialog box in the Printer Status Window.

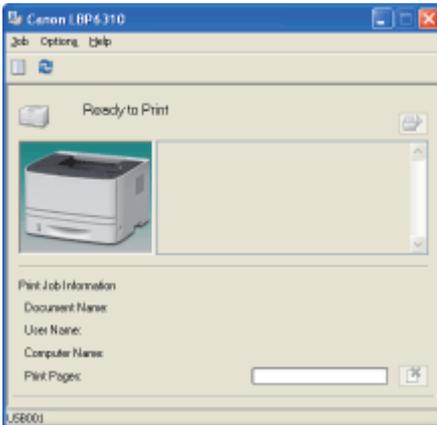
For details on the [Settings of the Cancel Job Key] dialog box, see Help.

 ["How to Use Help"](#)

## Checking the Printer Status

You can check the current printer status using the Printer Status Window.

### ❏ "Printer Status Window"



The Printer Status Window shows the current printer status with messages, animations, and icons. If you find any problems with the printer, check the Printer Status Window.

### NOTE

#### **If you are connecting the printer and computer with a LAN cable**

You can also check the printer status in the [Status] page in the Remote UI.

❏ ["Screen Layout of the Remote UI \(Details on Each Setting Page\)"](#)

## Printing on Various Types of Paper

---

↳ [Printing on Plain Paper, Heavy Paper, or Index Card](#)

↳ [Printing on Transparencies](#)

↳ [Printing on Labels](#)

↳ [Printing on Envelopes](#)

↳ [Printing on Custom Size Paper](#)

↳ [Paper Loading Orientation](#)

---

## Printing on Plain Paper, Heavy Paper, or Index Card

### Confirming usable paper

This printer can print plain paper (60 to 90 g/m<sup>2</sup>) and heavy paper (91 to 163 g/m<sup>2</sup>) of the following sizes or Index Card.

Standard sizes	A4*, B5, A5, A6, Legal*, Letter*, Executive, and 16K
Custom paper sizes	Width 76.2 to 215.9 mm, Length 127.0 to 355.6 mm

\* Can be used for 2-sided printing. (Heavy paper of 121 to 163 g/m<sup>2</sup> cannot be used for 2-sided printing.)

† Recycled paper can be also used.

#### NOTE

##### When using custom size paper

See "[Printing on Custom Size Paper.](#)"

### Loading paper

The paper which you can load in the paper drawer or multi-purpose tray varies depending on the paper type.

○: Available —: Unavailable

Paper Type	Paper Drawer	Multi-purpose Tray
Plain paper (60 to 90 g/m <sup>2</sup> )	○	○
Heavy paper (91 to 120 g/m <sup>2</sup> )	○	○
Heavy paper (121 to 163 g/m <sup>2</sup> )	—	○
Index Card	—	○

➤ "[Loading Paper in the Paper Drawer](#)"

➤ "[Loading Paper in the Multi-purpose Tray](#)"

### Printing from an application

After loading paper, perform printing.

➤ "[Basic Printing Procedure](#)"

† The print speed drops when printing on heavy paper (91 to 163 g/m<sup>2</sup>) or Index Card.

# Printing on Transparencies

## Confirming usable transparencies

This printer can use the following sizes of transparencies.

Standard sizes	A4, Letter
----------------	------------

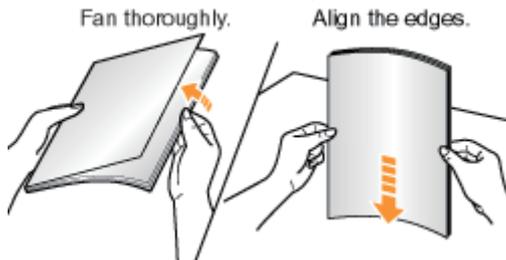
## Loading transparencies

You can load transparencies only in the multi-purpose tray.

➤ ["Loading Paper in the Multi-purpose Tray"](#)

### <Precautions when loading transparencies>

- Thoroughly fan the transparencies, and then align the edges before loading them as they may stick to each other. If they are not fanned enough, multiple sheets of paper may be fed at once, causing paper jams.



- When fanning or aligning the transparencies, try to hold the edges to avoid touching the printing surface.
- Take care not to mark or stain the printing surface of the transparencies with fingerprints, dust, or oil. This may result in poor print quality.

## Printing from an application

After loading transparencies, perform printing.

➤ ["Basic Printing Procedure"](#)

† Take out one sheet at a time each time a transparency is output.

### **? If the output transparencies curl**

Switch the output tray to the sub-output tray.

➤ ["Paper Loading and Output"](#)

# Printing on Labels

## Confirming usable labels

This printer can use the following sizes of labels.

Standard sizes	A4, B5, A5, A6, Legal, Letter, Executive, and 16K
Custom paper sizes	Width 76.2 to 215.9 mm, Length 127.0 to 355.6 mm

- † Using the following types of labels may result in paper jams that are difficult to clear or may result in damage to the printer.
- Peeled labels or partly used labels
  - Coated labels that are easily peeled off from the backing sheet
  - Labels with uneven adhesive

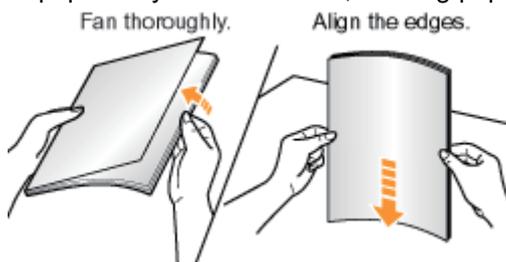
## Loading labels

You can load labels only in the multi-purpose tray.

➤ ["Loading Paper in the Multi-purpose Tray"](#)

### <Precautions when loading labels>

- Fan the labels thoroughly, and then align the edges before loading them. If they are not fanned enough, multiple sheets of paper may be fed at once, causing paper jams.



- Take care not to mark or stain the printing surface of the labels with fingerprints, dust, or oil. This may result in poor print quality.

## Printing from an application

After loading labels, perform printing.

➤ ["Basic Printing Procedure"](#)

- † The print speed drops when printing labels.

### **?** If the output labels curl

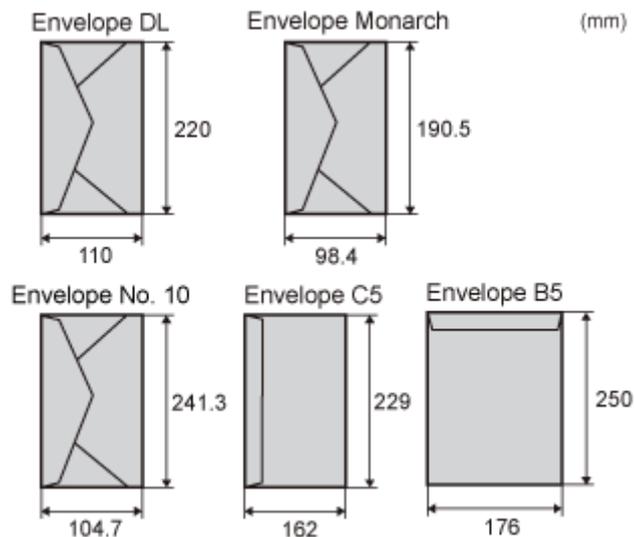
Switch the output tray to the sub-output tray.

➤ ["Paper Loading and Output"](#)

# Printing on Envelopes

## Confirming usable envelopes

This printer can use the following envelopes.



† Using the following types of envelopes may result in paper jams that are difficult to clear or may result in damage to the printer.

- Envelopes with fasteners or snaps
- Envelopes with address windows
- Envelopes with adhesive on the surface
- Wrinkled or creased envelopes
- Poorly manufactured envelopes in which the glued parts are uneven
- Irregularly-shaped envelopes

## Loading envelopes

You can load envelopes only in the multi-purpose tray.

❖ ["Loading Paper in the Multi-purpose Tray"](#)

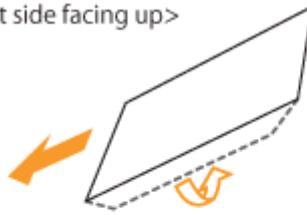
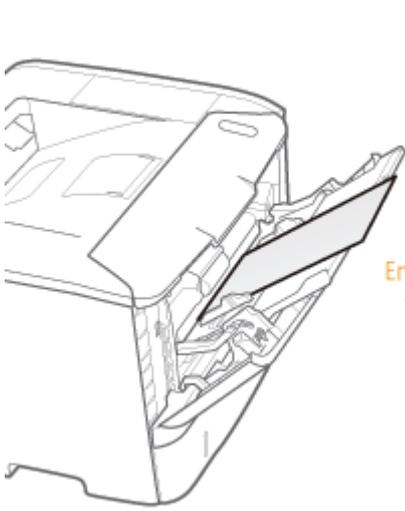
### <Precautions when loading envelopes>

- Load envelopes in the correct orientation as follows.

( ← : Feeding direction)

Envelope No. 10 (COM10), Envelope C5, Envelope DL,  
and Envelope Monarch

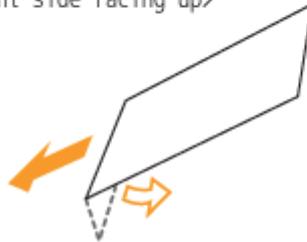
<With the front side facing up>



\*Close the flap and load the envelope.

Envelope B5

<With the front side facing up>



\*Close the flap and load the envelope.

- Before loading envelopes, align them as follows.

1. Place the stack of envelopes on a flat surface, and then flatten them to release any remaining air.

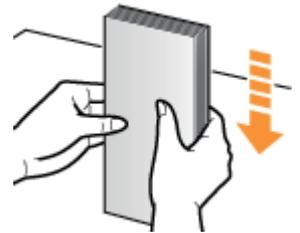
Then, press the edges tightly.



2. Loosen any stiff corners of the envelopes and flatten curls as shown in the figure.



3. Align the edges of the envelopes on a flat surface.



## Printing from an application

After loading envelopes, perform printing.

### ❖ "Basic Printing Procedure"

- † Do not print on the reverse side (glued side) of envelopes.
- † The print speed drops when printing on envelopes.
- † When envelopes are printed, they may be creased.

### ❓ If the output envelopes curl

Switch the output tray to the sub-output tray.

### ❖ "Paper Loading and Output"

## Printing on Custom Size Paper

### Confirming usable custom size paper

This printer can use the following custom size paper.

Paper drawer	Width 105.0 to 215.9 mm, Length 148.0 to 355.6 mm
Multi-purpose tray	Width 76.2 to 215.9 mm, Length 127.0 to 355.6 mm

### Loading custom size paper

The custom size paper which you can load in the paper drawer or multi-purpose tray varies depending on the paper type.

○ : Available    — : Unavailable

Paper Type	Paper Drawer	Multi-purpose Tray
Plain paper (60 to 90 g/m <sup>2</sup> )	○	○
Heavy paper (91 to 120 g/m <sup>2</sup> )	○	○
Heavy paper (121 to 163 g/m <sup>2</sup> )	—	○

➤ ["Loading Custom Size Paper"](#)

### Registering a custom paper size

If printing custom size paper, you need to register the custom paper size in the printer driver previously.

➤ ["Registering a Custom Paper Size"](#)

### Printing from an application

After loading custom size paper, perform printing.

➤ ["Basic Printing Procedure"](#)

† The print speed drops when printing on heavy paper (91 to 163 g/m<sup>2</sup>).

## Loading Custom Size Paper

### NOTE

#### **When loading custom size paper in the multi-purpose tray**

Load custom size paper in the same manner as you load standard size paper.

➤ ["Loading Paper in the Multi-purpose Tray"](#)

## Loading Custom Size Paper in the Paper Drawer

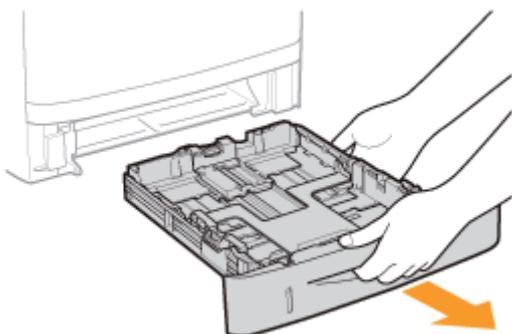
† For details on the paper that you can load in the paper drawer, see ["Usable Paper."](#)

† Load paper in Drawer 2 (optional) in the same manner as you load paper in Drawer 1.

Before loading paper, see ["Attention \(Paper Drawer\)."](#)

# 1

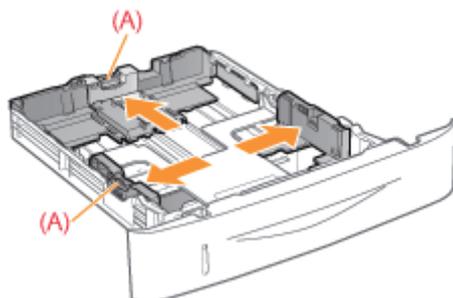
**Pull out the paper drawer.**



# 2

**Slide the paper guides a little wider and longer than the actual paper size.**

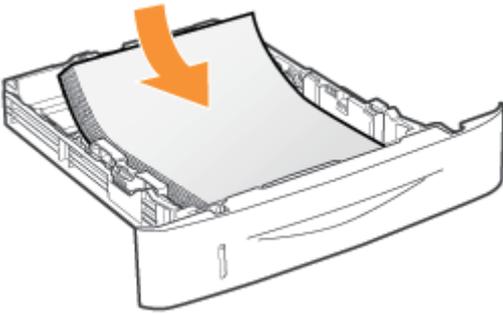
While holding the lock release lever (A), adjust the guides.



# 3

**Load the paper with the printing side facing down so that the edges of the stacked paper are aligned with the front side of the paper drawer.**

Be sure to load paper in portrait orientation.



**NOTE**

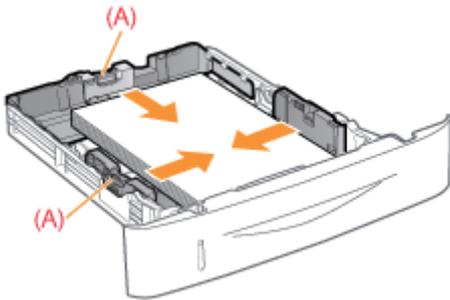
**When loading paper with a letterhead or logo**

See "Paper Loading Orientation" and load the paper in the correct orientation.

## 4

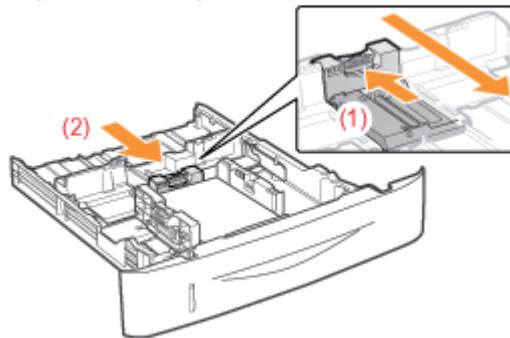
### Align the paper guides with the loaded paper.

While holding the lock release lever (A), adjust the guides.



**When loading paper whose length is shorter than A5**

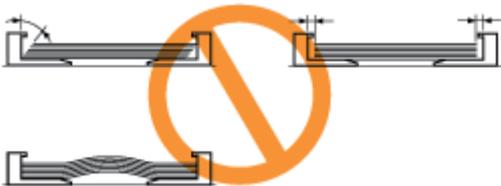
Align the paper guide at the rear center with the paper.



**IMPORTANT**

**Be sure to align the paper guides with the paper.**

If the paper guides are too loose or too tight, this may result in misfeeds or paper jams.



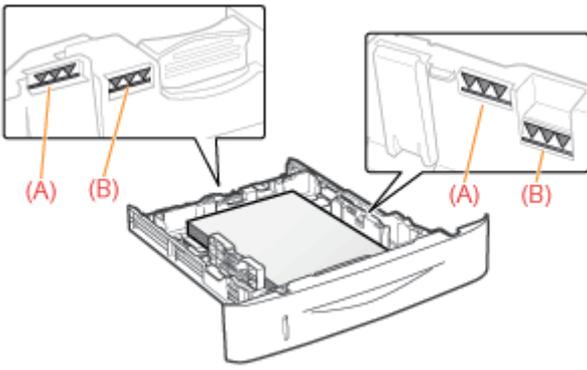
## 5

### Make sure that the paper stack does not exceed the load limit mark lines (A) or (B).

(A): Paper larger than A5

(B): Paper smaller than A5

† Be sure that the paper stack does not exceed the load limit mark lines. If the paper stack exceeds the load limit mark lines, this may result in misfeeds.



## 6

### Set the paper drawer in the printer.

Next, register a paper size.  
➤ ["Registering the Paper Size"](#)

# Registering a Custom Paper Size

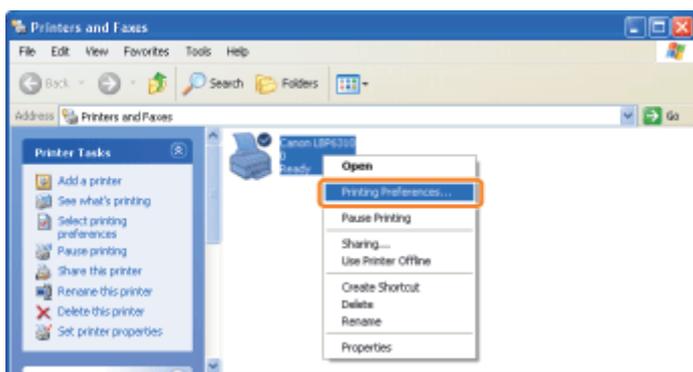
1

Open the printer folder.

❖ "Basic Operations/Various Information for Windows"

2

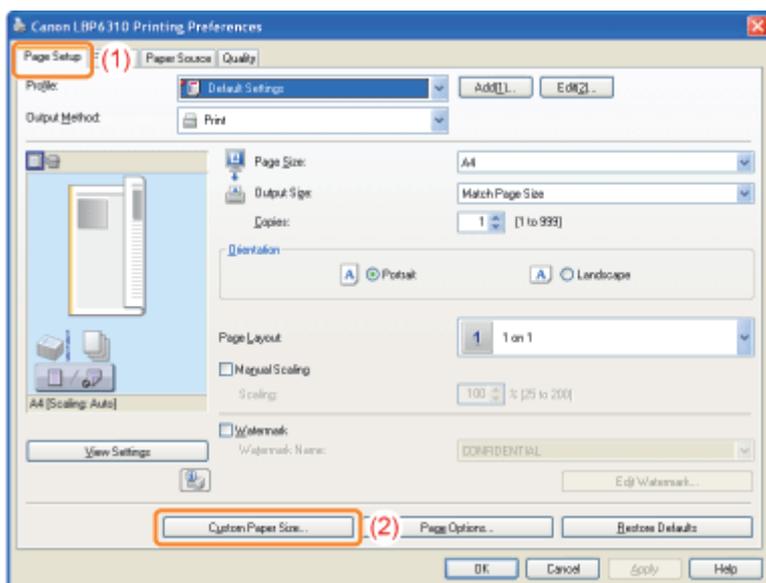
Right-click the icon for this printer, then select [Printing Preferences] from the pop-up menu.



3

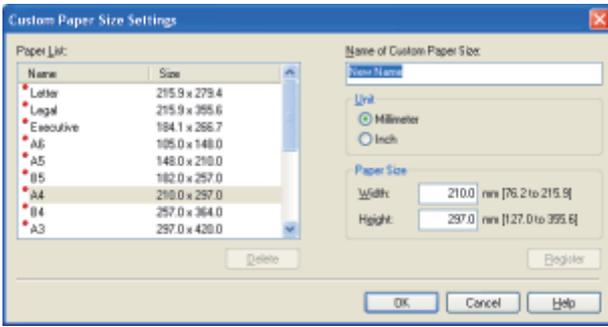
Display the [Custom Paper Size Settings] dialog box.

- (1) Display the [Page Setup] sheet.
- (2) Click [Custom Paper Size].



4

Specify the custom paper size.



[Name of Custom Paper Size]	Enter the name of the custom paper size to be added. You can enter up to 31 characters.
[Unit]	Select the unit to be used when setting the custom paper size.
[Paper Size]	Specify the height and width of the custom paper size ([Height] $\geq$ [Width]). Specify the custom paper size in portrait orientation ([Height] $\geq$ [Width]) within user-definable sizes.

## 5

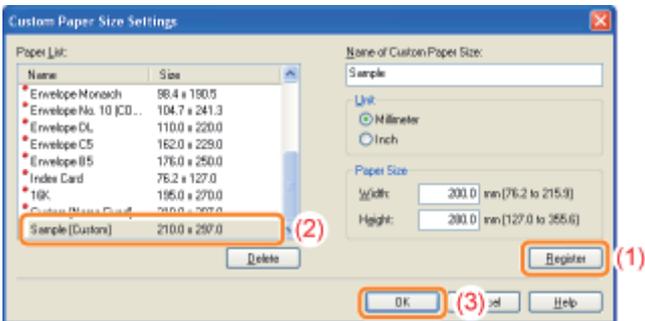
### Register the custom paper size.

(1) Click [Register].

† The number of custom paper sizes that you can add depends on the system environment.

(2) Confirm that the registered custom paper size is added to [Paper List].

(3) Click [OK].

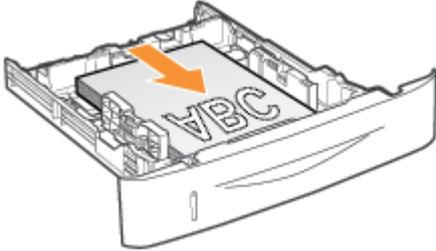
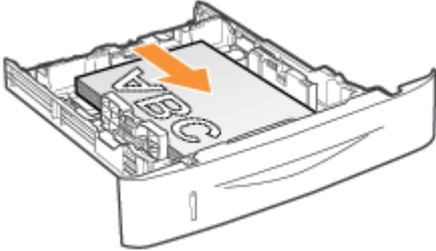
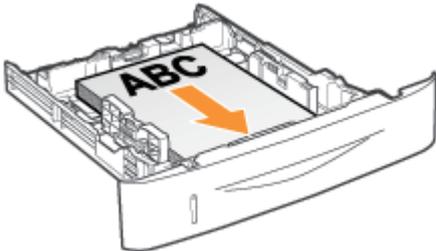
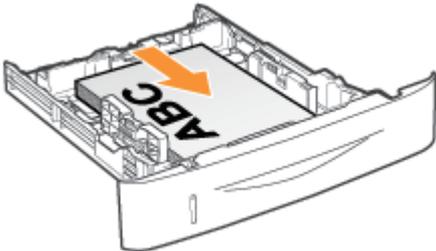
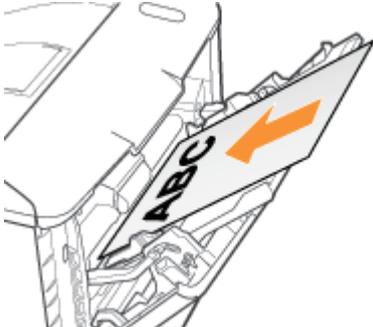
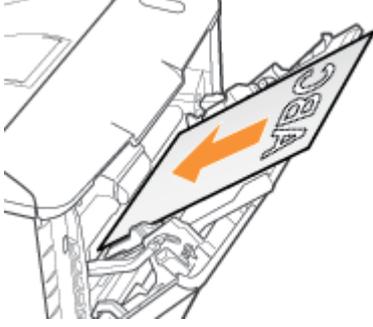
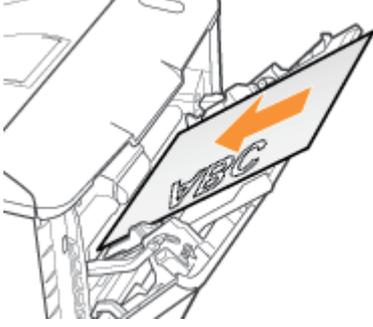


# Paper Loading Orientation

To print paper with letterheads or logos, load the paper in the proper orientation as follows.

† When printing on envelopes, see "Printing on Envelopes."

(→: Feeding direction)

	Portrait Layout	Landscape Layout
Paper drawer (1-sided printing)	 <p>(With the printing side facing down)</p>	 <p>(With the printing side facing down)</p>
Paper drawer (2-sided printing)	 <p>(With the front side facing up)</p>	 <p>(With the front side facing up)</p>
Multi-purpose tray (1-sided printing)	 <p>(With the printing side facing up)</p>	 <p>(With the printing side facing up)</p>
Multi-purpose tray (2-sided printing)	 <p>(With the front side facing down)</p>	 <p>(With the front side facing down)</p>

# Useful Printing Functions

---

## ↳ **Displaying the Setting Screen**

---

## ↳ **1-sided Printing and 2-sided Printing**

---

## ↳ **Scaling Print Output**

---

## ↳ **Layout Printing (N-page Print)**

---

## ↳ **Printing an Image Larger than A4 (Poster Printing)**

---

## ↳ **Booklet Printing**

---

## ↳ **Adding a Watermark to a Document to Be Printed (Watermark Printing)**

---

## ↳ **Printing Borders, the Printing Date, and so on**

---

## ↳ **Combining Data before Printing**

---

## ↳ **Changing the Output Method According to the Print Data or Number of Copies**

---

## ↳ **Adjusting the Image Quality or Grayscale**

---

## ↳ **Registering the Printing Preferences**

---

- ↳ Changing the Default Values for Printing Preferences
  - ↳ Saving Frequently Used Printing Preferences (Adding/Editing/Deleting a "Profile")
-

## Displaying the Setting Screen

You can specify the various printing preferences in the setting screen of the printer driver. There are the following methods to display the setting screen.

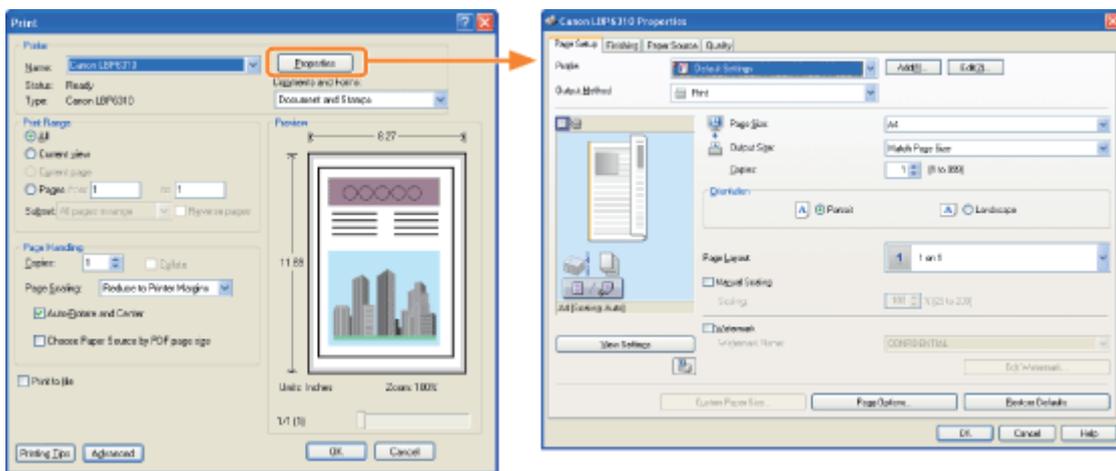
### Displaying from an application

The specified settings apply only to data to be printed from the same application. Exiting the application resets the changed settings to the default settings.

- **How to display**

(The procedure may differ depending on the application you are using.)

1. Select [Print] from the [File] menu in the application.
2. Select this printer, and then click [Properties] or [Preferences].



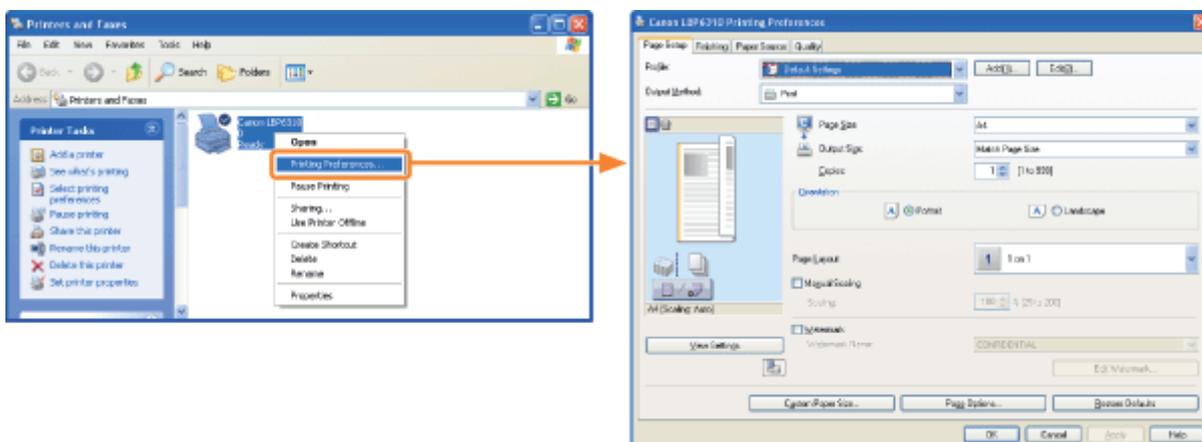
### Displaying from the printer folder ( : "Basic Operations/Various Information for Windows")

#### <Printing preferences screen>

You can change the default values for printing preferences which apply to all data.

- **How to display**

Right-click the icon for this printer, then select [Printing Preferences] from the pop-up menu.

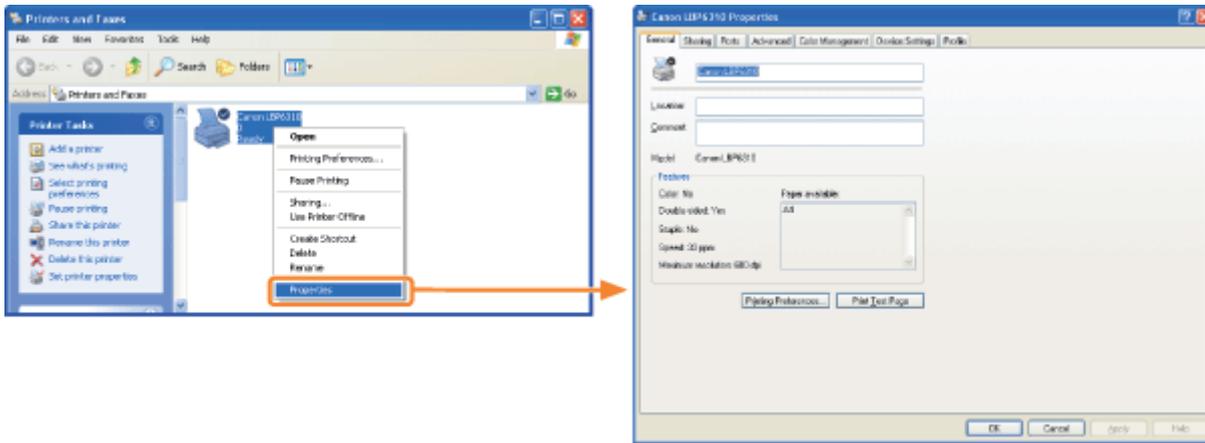


#### <Printer properties screen>

You can specify the settings for the paper source option, "Profiles" to be added to the server, and so on.

- **How to display**

Right-click the icon for this printer, and then select [Properties] or [Printer properties] from the pop-up menu.



## NOTE

### **For details on the settings**

See Help.

 ["How to Use Help"](#)

### **About the sheets displayed by Windows**

The following sheets are displayed by Windows. For more details, see Windows Help.

- [General] sheet
- [Sharing] sheet
- [Ports] sheet
- [Advanced] sheet
- [Color Management] sheet
- [Security] sheet

### **About the printer driver**

The functions of the printer driver may be changed due to upgrade.

# 1-sided Printing and 2-sided Printing

You can select whether to print on one side or both sides of each sheet of paper. The default setting is 2-sided printing.



The following paper can be used for 2-sided printing.

Paper Type	Paper Size
Plain paper (60 to 90 g/m <sup>2</sup> ) Heavy paper (91 to 120 g/m <sup>2</sup> )	A4, Legal, Letter

Before performing 2-sided printing, see "[Attention \(1-sided Printing and 2-sided Printing\)](#)."

## IMPORTANT

### Precautions when performing 2-sided printing

- Do not touch the paper during 2-sided printing until it is output completely. The paper is first output partially after the front side is printed, and then it is fed again to be printed on the reverse side.
- Be sure to close the output selection cover before performing 2-sided printing.
  - ↳ "[Paper Loading and Output](#)"

### Printing on the reverse side of paper that was previously printed (Performing 2-sided printing manually)

This printer enables you to perform 2-sided printing manually by inserting the reverse side of the paper\* that was previously printed even if the paper cannot be used for 2-sided printing.

When printing on the reverse side of paper that was previously printed, flatten the curl and load one sheet of paper at a time in the multi-purpose tray.

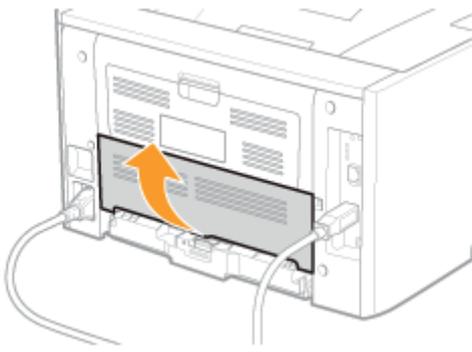
\* You can use only paper printed by this printer. Also, you cannot print on the printed side again.

## 1

**Set the paper size switch lever to the appropriate position according to the paper size for 2-sided printing.**

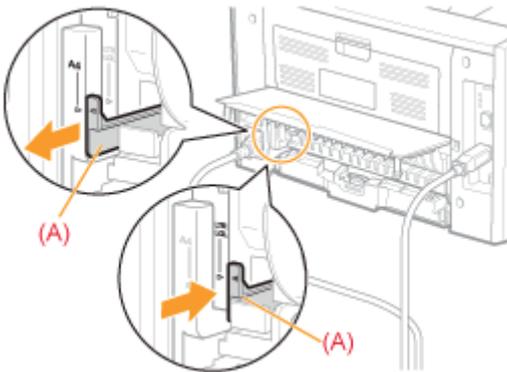
† If the lever is not set to the appropriate position, this may result in misfeeds or paper jams.

### 1. Open the duplex unit cover.



**2. Set the blue paper size switch lever (A) to the appropriate position.**

- A4: Pull the lever toward you.
- Letter or Legal: Push the lever into the printer.



**3. Close the duplex unit cover.**

**2**

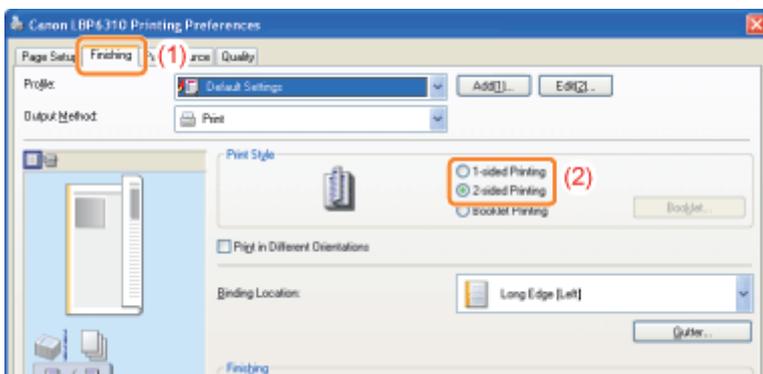
**Display the setting screen of the printer driver.**

➤ "Displaying the Setting Screen"

**3**

**Specify the setting for [Print Style].**

- (1) Display the [Finishing] sheet.
- (2) Select [1-sided Printing] or [2-sided Printing].



**NOTE**

**Using Preview to specify the setting**

You can also specify a print style by clicking the button in Preview.



 : [1-sided Printing]

 : [2-sided Printing]

## 4

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure.](#)"

## Attention (1-sided Printing and 2-sided Printing)

### NOTE

#### **Paper loading orientation**

On 2-sided printing, the reverse side of the paper is printed first, therefore the paper should be loaded in the opposite orientation to that for 1-sided printing.

If printing on such paper with letterheads, in which faces and directional orientations are specified, see "[Paper Loading Orientation](#)" and load the paper in the proper orientation.

#### **In the case where the last page is 1-sided printing**

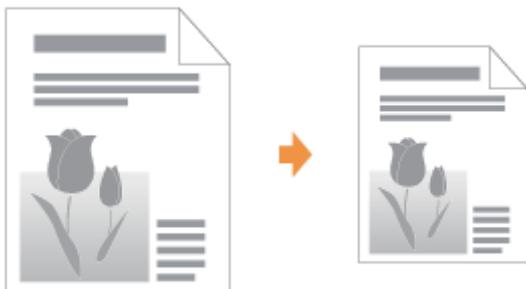
In cases such as where the last page for the 2-sided printing is 1-sided printing, specifying the following setting allows you to print faster than normal 2-sided printing.

1. Click [Advanced Settings] in the [Finishing] sheet.
2. Set [Print Last Page in 1-sided Mode when 2-sided Printing is Set] to [On].

However, when performing 2-sided printing on punched paper or previously printed paper, the orientation or printing surface of the last page may differ from other pages. In this case, set to [Off].

# Scaling Print Output

You can print with automatic scaling according to the paper size or arbitrary scaling.



## 1

**Display the setting screen of the printer driver.**

❖ "Displaying the Setting Screen"

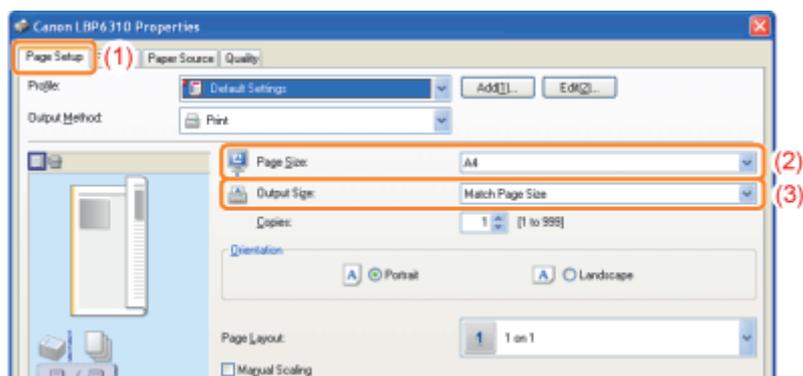
## 2

**Specify the settings for scaling.**

### When printing with automatic scaling according to the paper size

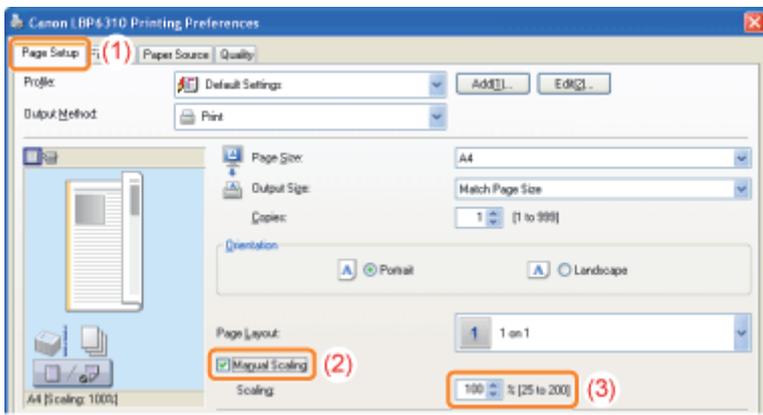
- (1) Display the [Page Setup] sheet.
- (2) Select the page size of the document created by an application.
- (3) Select the size of the paper loaded in the paper source.

If you select a different paper size from [Page Size], the print data will be automatically enlarged or reduced.



### When printing with arbitrary scaling

- (1) Display the [Page Setup] sheet.
- (2) Select the [Manual Scaling] check box.
- (3) Specify the desired scaling factor.



### 3

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure.](#)"

## Layout Printing (N-page Print)

You can print multiple pages on one sheet.

This is a printing method which is referred to as intensive printing or N-page Print.



### IMPORTANT

#### About the application function to print a document as a collated set of copies

Some applications provide a function to print a document as a collated set of copies. Do not use this function when printing multiple pages on one sheet. The document may not be printed properly.

## 1

Display the setting screen of the printer driver.

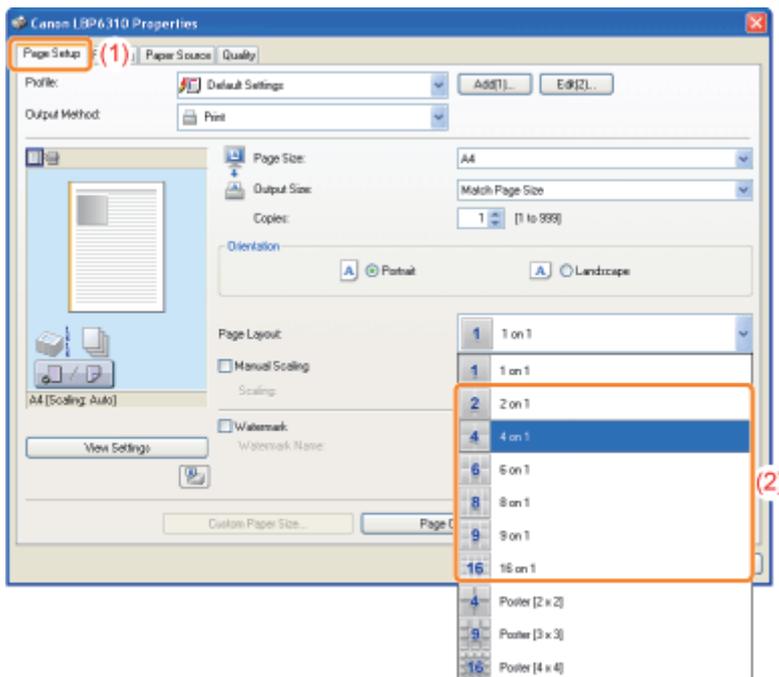
❖ "Displaying the Setting Screen"

## 2

Specify the setting for [Page Layout].

(1) Display the [Page Setup] sheet.

(2) Select the number of pages to be printed on one sheet.



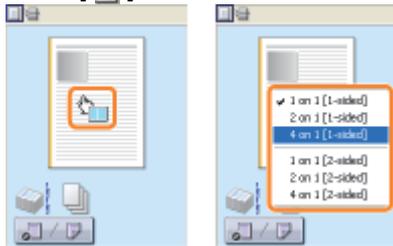
### If you cannot specify the setting

❖ "The Printer Driver Settings Cannot Be Changed"

## NOTE

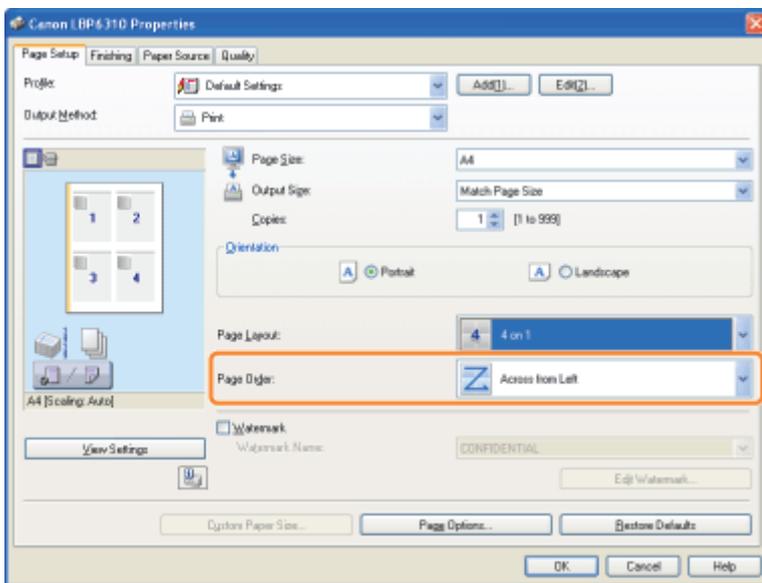
### Using Preview to specify the setting

You can also specify a page layout by repeatedly left-clicking within the document image or right-clicking on Preview when [  ] is selected.



## 3

**Specify the page order layout on paper.**



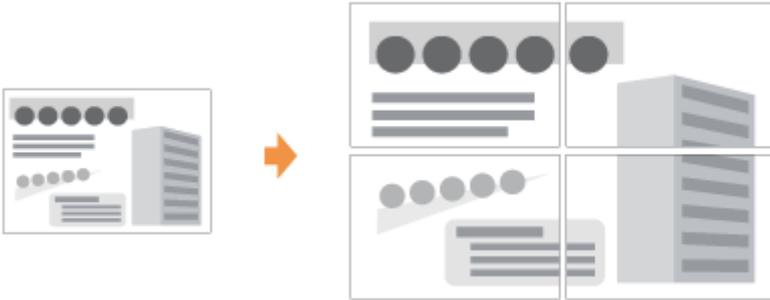
## 4

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure.](#)"

## Printing an Image Larger than A4 (Poster Printing)

You can enlarge and divide a single page image to print it out on multiple sheets of paper. You can make one large poster by joining these printouts together.



### 1

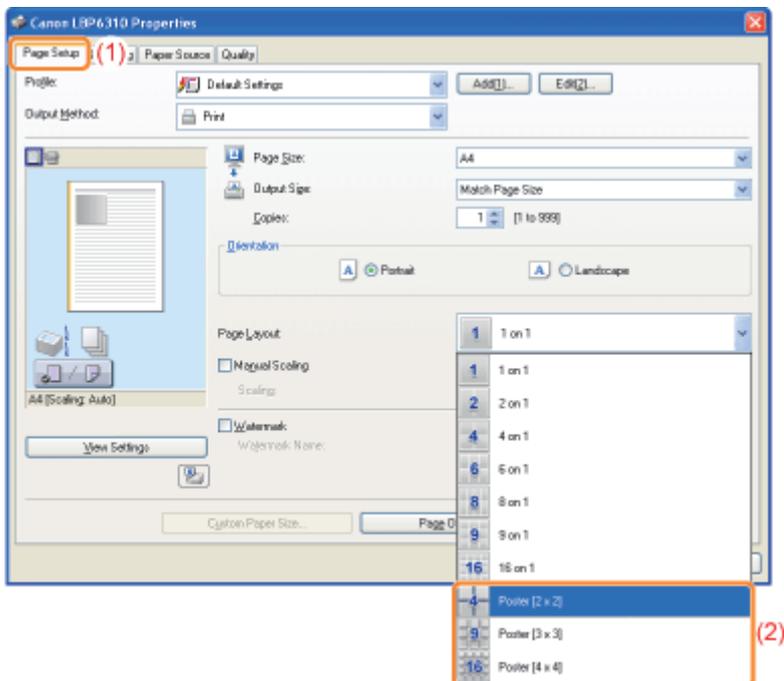
Display the setting screen of the printer driver.

❏ "Displaying the Setting Screen"

### 2

Specify the setting for poster printing.

- (1) Display the [Page Setup] sheet.
- (2) Select [Poster [N x N]] (N = 2, 3, 4) from [Page Layout].



#### ❓ If you cannot specify the setting

❏ "The Printer Driver Settings Cannot Be Changed"

### 3

Click [OK].

† For details on the basic printing procedure, see "[Basic Printing Procedure](#)."

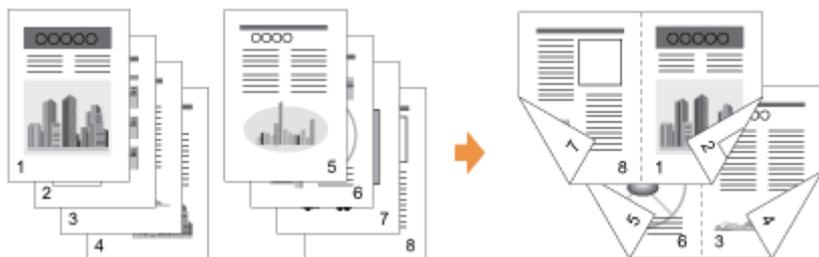
---

## Booklet Printing

Booklet printing allows you to make a booklet by folding printouts in half.

For example, when making a booklet of eight pages, two sheets are used in total because two pages are printed on each side of paper.

When you want to make a booklet of large amount of pages, you can also divide a paper stack to be folded into two into several portions.



### IMPORTANT

#### Precautions when performing booklet printing

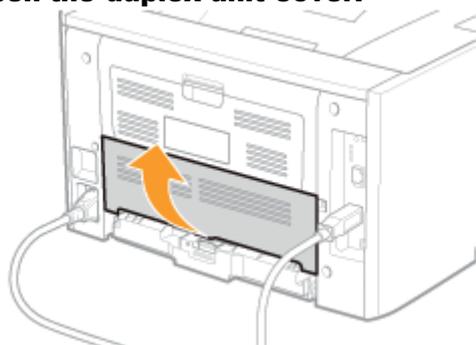
- Do not touch the paper during booklet printing until it is output completely. The paper is first output partially after the front side is printed, and then it is fed again to be printed on the reverse side.
- Be sure to close the output selection cover before performing booklet printing.
  - ["Paper Loading and Output"](#)

## 1

**Set the paper size switch lever to the appropriate position according to the paper size for booklet printing.**

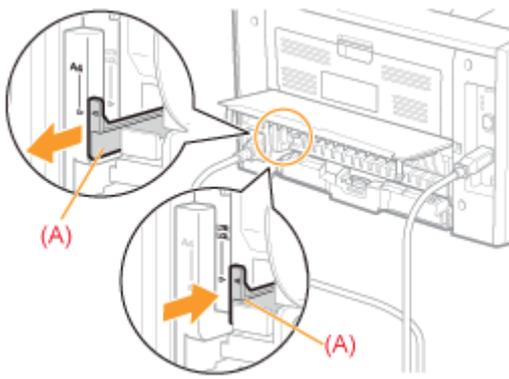
† If the lever is not set to the appropriate position, this may result in misfeeds or paper jams.

#### 1. Open the duplex unit cover.



#### 2. Set the blue paper size switch lever (A) to the appropriate position.

- A4: Pull the lever toward you.
- Letter or Legal: Push the lever into the printer.



**3. Close the duplex unit cover.**

## 2

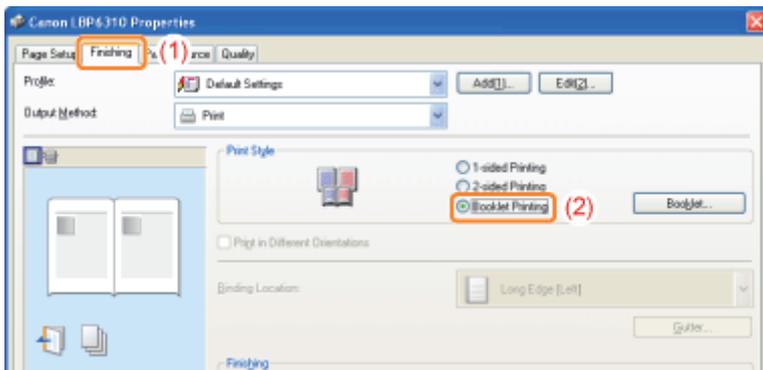
**Display the setting screen of the printer driver.**

➤ "Displaying the Setting Screen"

## 3

**Specify the setting for [Print Style].**

- (1) Display the [Finishing] sheet.
- (2) Select [Booklet Printing].



**❓ If you cannot specify the setting**

➤ "The Printer Driver Settings Cannot Be Changed"

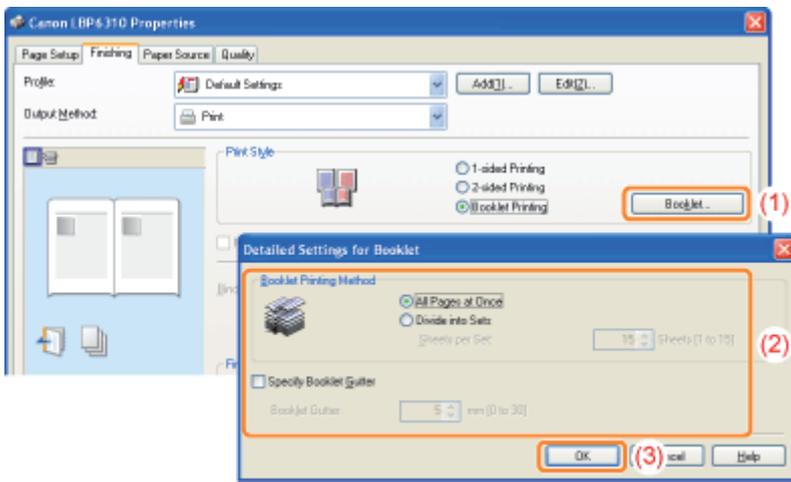
## 4

**Specify the detailed settings for booklet printing as needed.**

- (1) Click [Booklet].
- (2) Specify each setting.

† For more details on each setting, see Help.  
 ➤ "How to Use Help"

- (3) Click [OK]. Then, the [Finishing] sheet reappears.



## 5

Click **[OK]**.

† For details on the basic printing procedure, see "Basic Printing Procedure."

# Adding a Watermark to a Document to Be Printed (Watermark Printing)

You can superimpose watermarks (such as [COPY] and [DRAFT]) over the documents created by an application. Additionally, you can add new watermarks and edit or delete the added watermarks.



## 1

**Display the setting screen of the printer driver.**

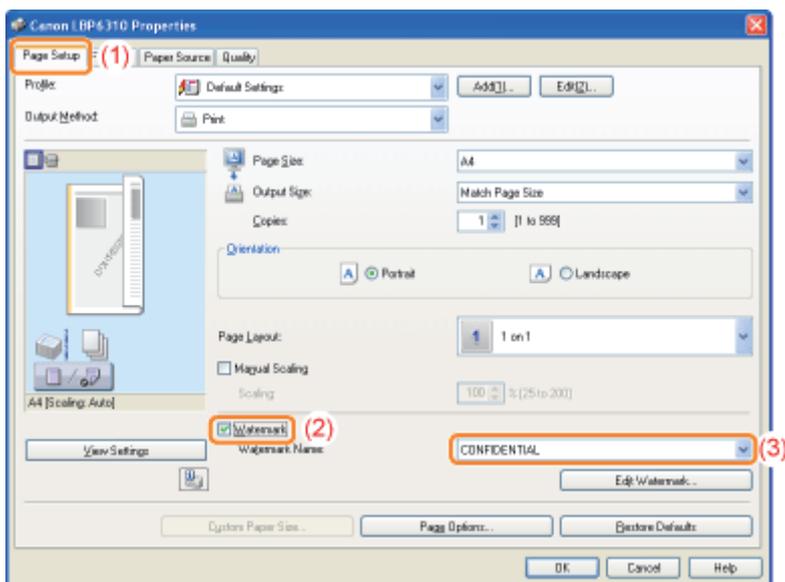
➤ "Displaying the Setting Screen"

## 2

**Select a watermark.**

- (1) Display the [Page Setup] sheet.
- (2) Select the [Watermark] check box.
- (3) Select the character string to be printed as a watermark.

† When adding, editing, or deleting a watermark, see "Adding, Editing, or Deleting a Watermark."



**? If you cannot select the [Watermark] check box**

➤ "The Printer Driver Settings Cannot Be Changed"

## 3

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure.](#)"

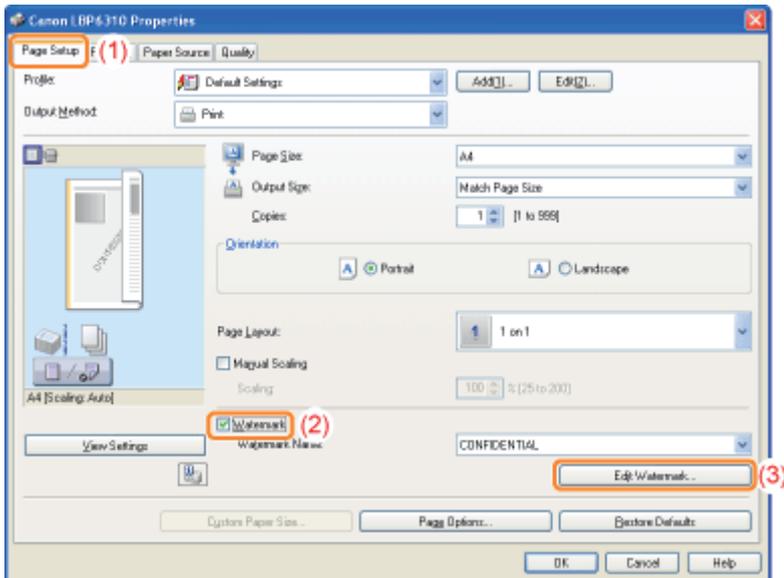
---

# Adding, Editing, or Deleting a Watermark

## 1

### Display the [Edit Watermark] dialog box.

- (1) Display the [Page Setup] sheet.
- (2) Select the [Watermark] check box.
- (3) Click [Edit Watermark].



### **?** If you cannot select the [Watermark] check box

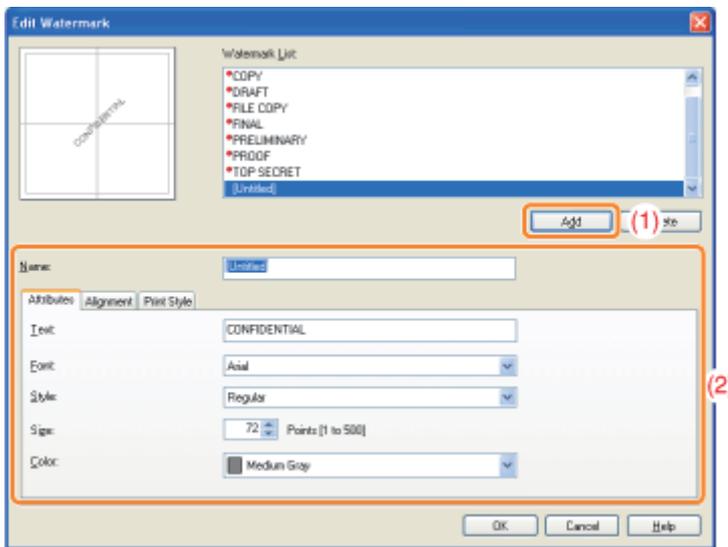
- "The Printer Driver Settings Cannot Be Changed"

## 2

### Add, edit, or delete a watermark.

#### When adding a watermark

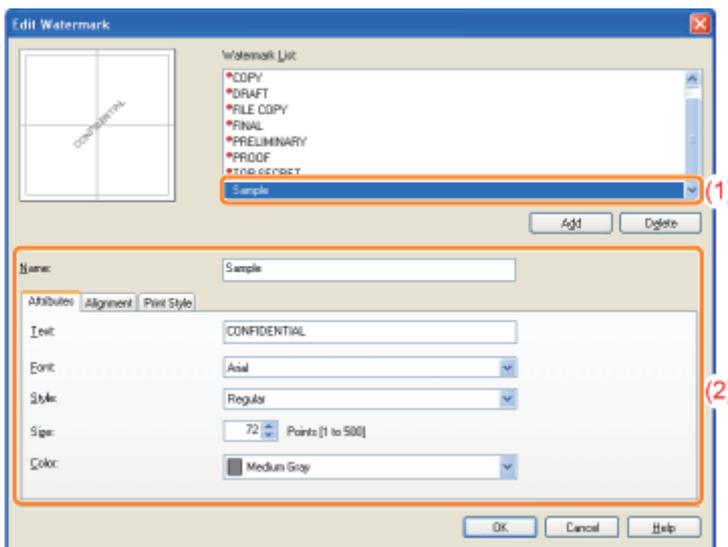
- (1) Click [Add].
- (2) Specify each setting.
  - † For more details on each setting, see Help.
    - "How to Use Help"



### When editing a watermark

- (1) Select a watermark you want to edit from [Watermark List].
- (2) Edit the watermark.

- † You cannot edit the default watermarks.
- † For more details on each setting, see Help.
  - ["How to Use Help"](#)

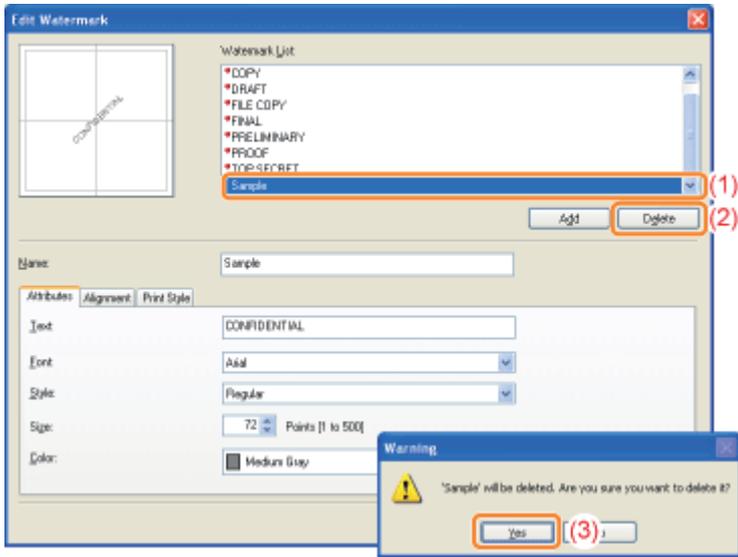


### When deleting a watermark

- (1) Select a watermark you want to delete from [Watermark List].
- (2) Click [Delete].

- † You cannot delete the default watermarks or a watermark which is being selected in the printing preferences dialog box.

- (3) Click [Yes].



### 3

**Click [OK]. Then, the [Page Setup] sheet reappears.**

## Printing Borders, the Printing Date, and so on

You can print a border, the date, and page numbers on the document to be printed.



### 1

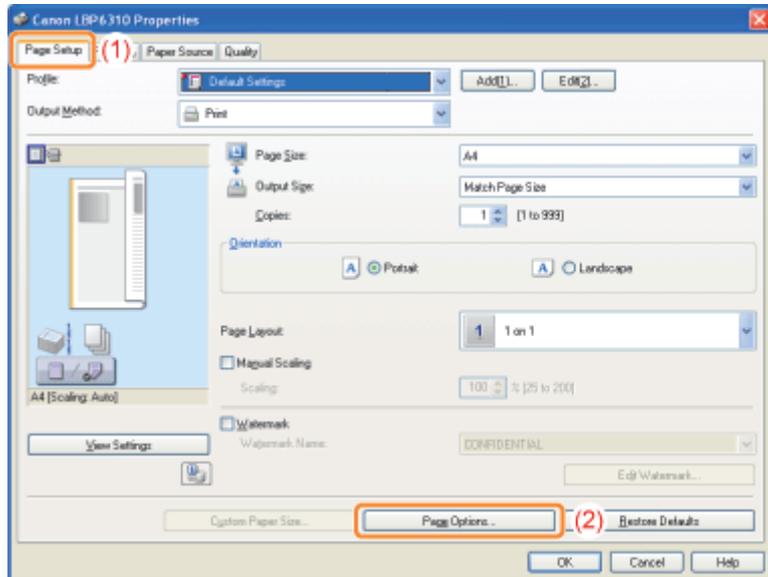
Display the setting screen of the printer driver.

❖ "Displaying the Setting Screen"

### 2

Display the [Page Options] dialog box.

- (1) Display the [Page Setup] sheet.
- (2) Click [Page Options].



**?** If you cannot click [Page Options]

❖ "The Printer Driver Settings Cannot Be Changed"

### 3

Specify the settings for borders, the printing date, and so on.

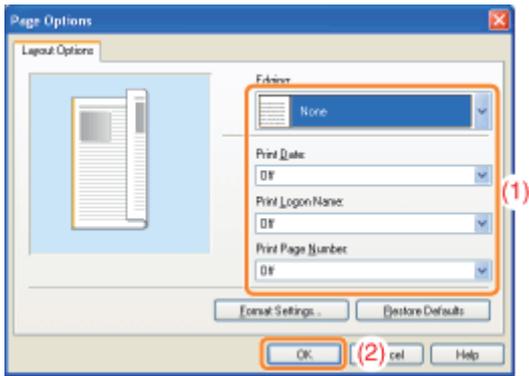
- (1) Specify each setting.

† For more details on each setting, see Help.



## ❏ "How to Use Help"

(2) Click [OK]. Then, the [Page Setup] sheet reappears.



## 4

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure.](#)"

---

## Combining Data before Printing

You can combine two or more data into one.

You can also change the settings for the combined print data and edit print data of different applications.

You can also preview the print data.



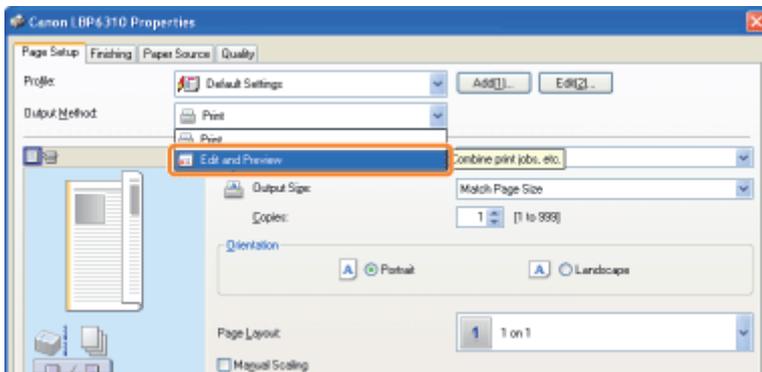
### 1

**Display the setting screen of the printer driver from an application.**

➤ "Displaying the Setting Screen"

### 2

**Select [Edit and Preview] from [Output Method].**

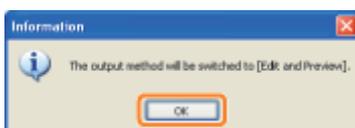


**?** If you cannot select [Edit and Preview]

➤ "The Printer Driver Settings Cannot Be Changed"

### 3

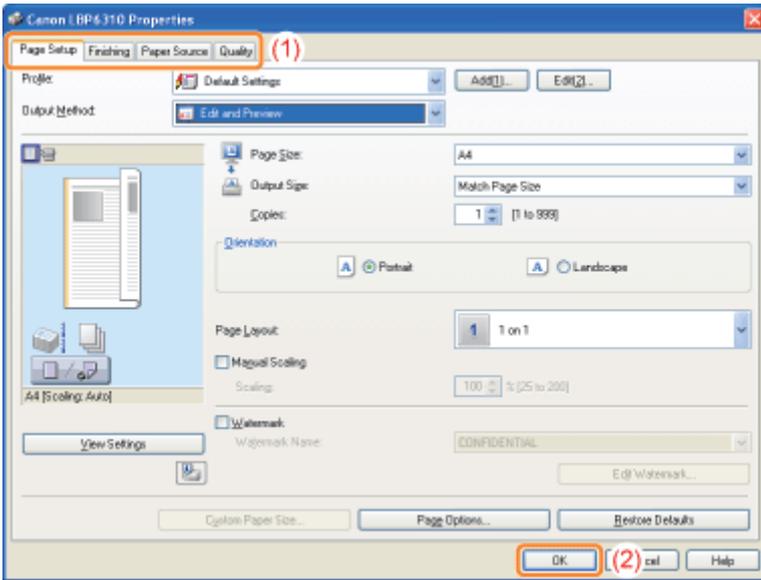
**Click [OK].**



### 4

**Configure the printing preferences.**

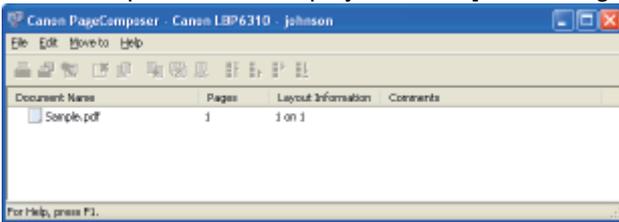
- (1) Specify the printing preferences in each sheet as needed.
- (2) Click [OK].



## 5

### Perform printing from an application.

→ The list of print data is displayed in the [Canon PageComposer] dialog box.



#### NOTE

#### To specify the setting to always display the [Canon PageComposer] dialog box when performing printing

Set [Output Method] to [Edit and Preview] as a default value for printing preferences, and then select the [Lock] check box.

- † For details on the procedure for changing the default values for printing preferences, see "[Changing the Default Values for Printing Preferences.](#)"

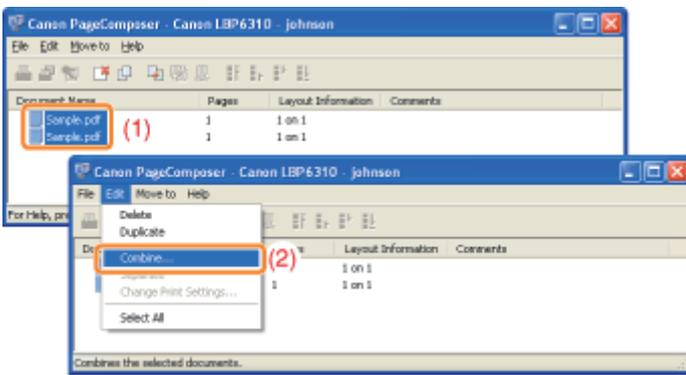
## 6

### Repeat Step 1 to 5 to combine the desired data.

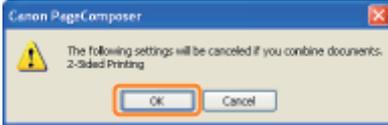
## 7

### Combine the print data.

- (1) Select the print data that you want to combine.
- (2) Select [Combine] from the [Edit] menu.



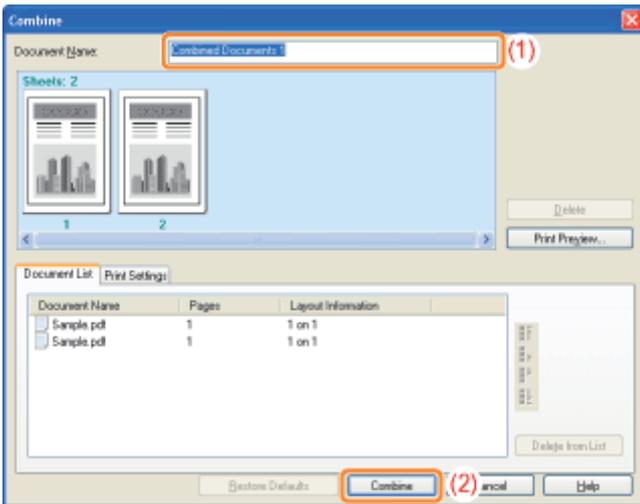
When the following screen appears, read the contents, and then click [OK].



## 8

**Perform the following procedure.**

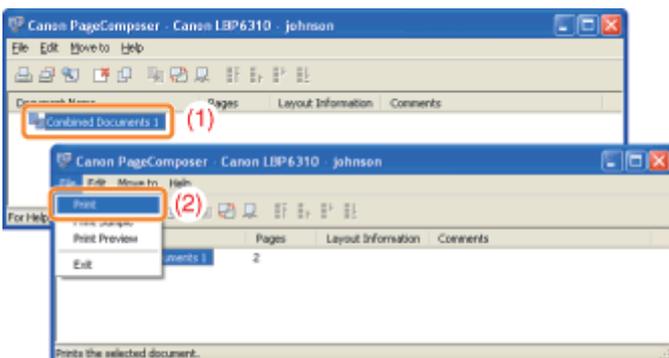
- (1) Enter the name of the combined print data.
- (2) Click [Combine].



## 9

**Print the combined print data.**

- (1) Select the combined print data.
- (2) Select [Print] from the [File] menu. Then the printer starts printing.



 **NOTE**

**Combined print data are not saved.**

After the combined print data is printed, the print data is deleted from Canon PageComposer.  
The print data is also deleted if Canon PageComposer is closed without printing the print data.

**For more details on Canon PageComposer**

See Help for Canon PageComposer.

- † Help is displayed by clicking [Help] in the [Help] menu.

# Changing the Output Method According to the Print Data or Number of Copies

---

[\*\*↳ Printing Data with Different Orientations in the Same Data\*\*](#)

[\*\*↳ Printing with a Gutter\*\*](#)

[\*\*↳ Selecting the Paper Output Method\*\*](#)

[\*\*↳ Printing with the Page 180 Degrees Rotated\*\*](#)

[\*\*↳ Selecting Paper for Each Page\*\*](#)

---

## Printing Data with Different Orientations in the Same Data

When printing a document with pages in different orientations in the same data, you can specify the paper alignment and gutter settings for output.



### 1

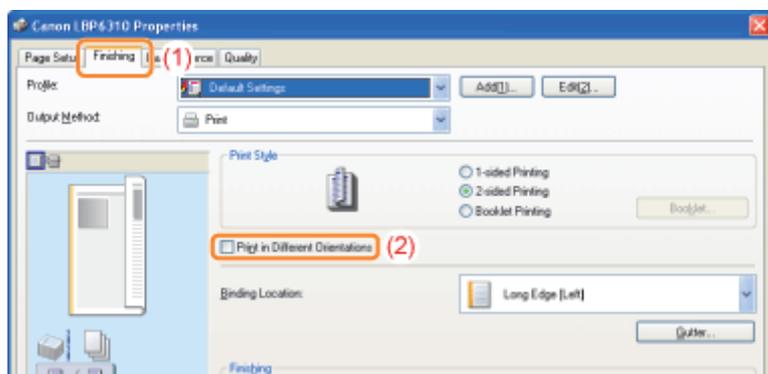
**Display the setting screen of the printer driver.**

➤ "Displaying the Setting Screen"

### 2

**Perform the following procedure.**

- (1) Display the [Finishing] sheet.
- (2) Select the [Print in Different Orientations] check box.



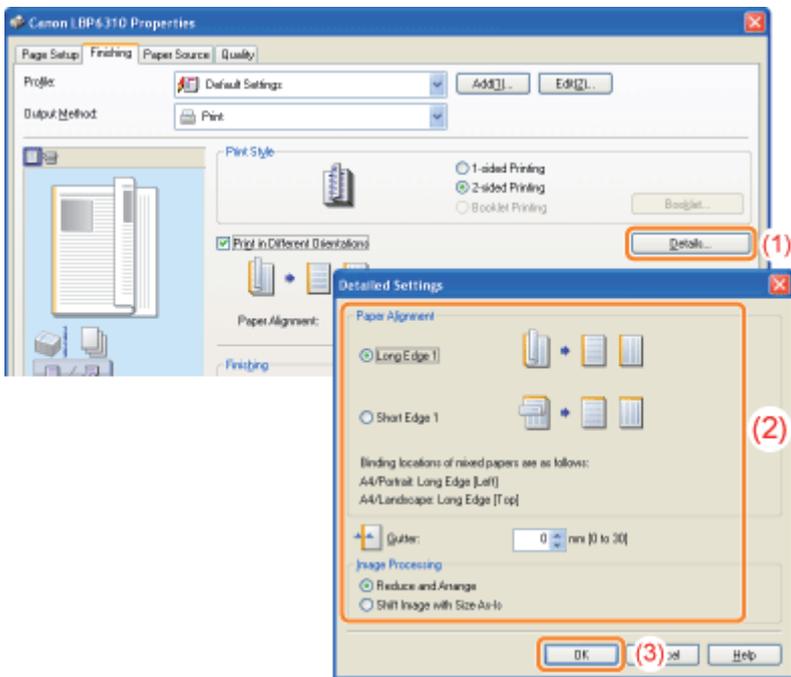
### 3

**Specify the paper alignment and gutter settings for output.**

- (1) Click [Details].
- (2) Specify each setting.

↑ For more details on each setting, see Help.  
➤ "How to Use Help"

- (3) Click [OK]. Then, the [Finishing] sheet reappears.



## 4

Click [OK].

† For details on the basic printing procedure, see "[Basic Printing Procedure](#)."

## Printing with a Gutter

You can specify a gutter of 0 to 30 mm for the paper to be printed.

When a gutter is specified, the position of the page image is adjusted to make room for the gutter. At this point, you can select whether to reduce the image size to fit the remaining space.



### 1

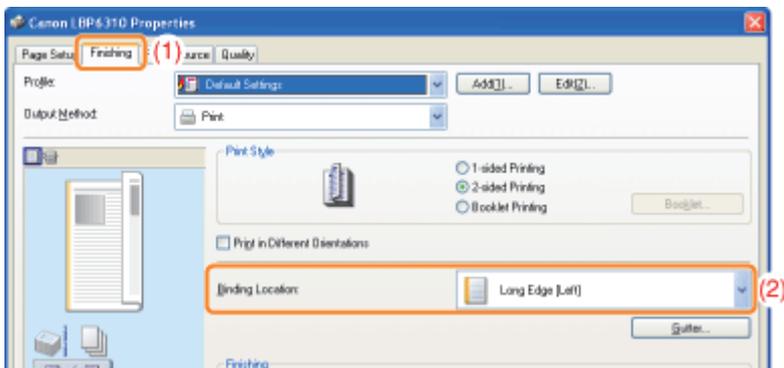
**Display the setting screen of the printer driver.**

➤ "Displaying the Setting Screen"

### 2

**Perform the following procedure.**

- (1) Display the [Finishing] sheet.
- (2) Select an edge on which the gutter is to be located.



#### NOTE

##### **Using Preview to specify the setting**

You can also specify the gutter by clicking an edge of the document image on Preview when [ ] is selected.



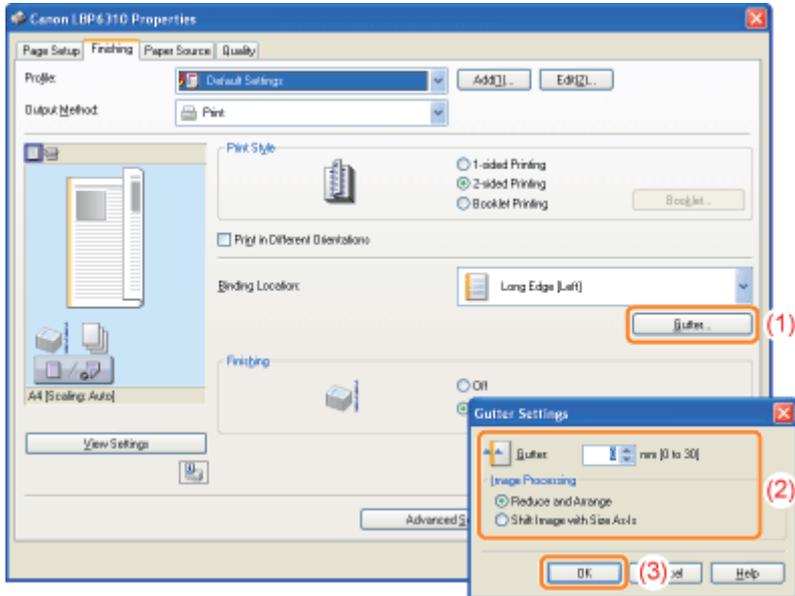
### 3

## Set the gutter.

- (1) Click [Gutter].
- (2) Specify each setting.

† For more details on each setting, see Help.  
❏ ["How to Use Help"](#)

- (3) Click [OK]. Then, the [Finishing] sheet reappears.



## 4

### Click [OK].

† For details on the basic printing procedure, see ["Basic Printing Procedure."](#)

# Selecting the Paper Output Method

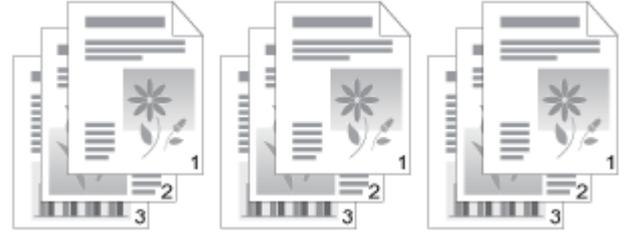
You can select the paper output method before printing.

## <If you do not specify the paper output method>

Printouts of a complete job are grouped.

## <If you collate the printouts>

Printouts of a complete job are collated.



## 1

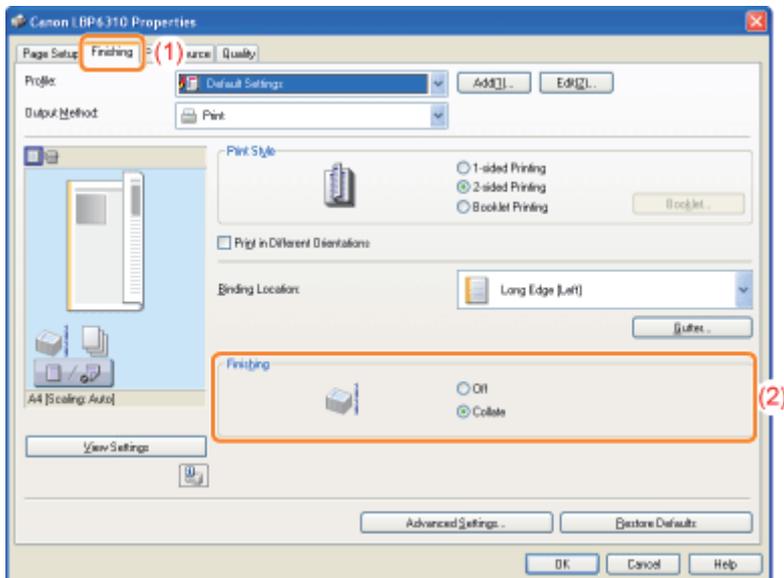
Display the setting screen of the printer driver.

➤ "Displaying the Setting Screen"

## 2

Specify the setting for [Finishing].

- (1) Display the [Finishing] sheet.
- (2) Select a paper output method.



### NOTE

#### Using Preview to specify the setting

You can also specify a paper output method by right-clicking on Preview when [  ] is selected.



### 3

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure.](#)"

## Printing with the Page 180 Degrees Rotated

You can print with the print data rotated 180 degrees when the orientation of the paper loaded in a paper source differs from the orientation of the document.

This option is useful for printing envelopes and Index Card that can be fed only in specific orientations.



### 1

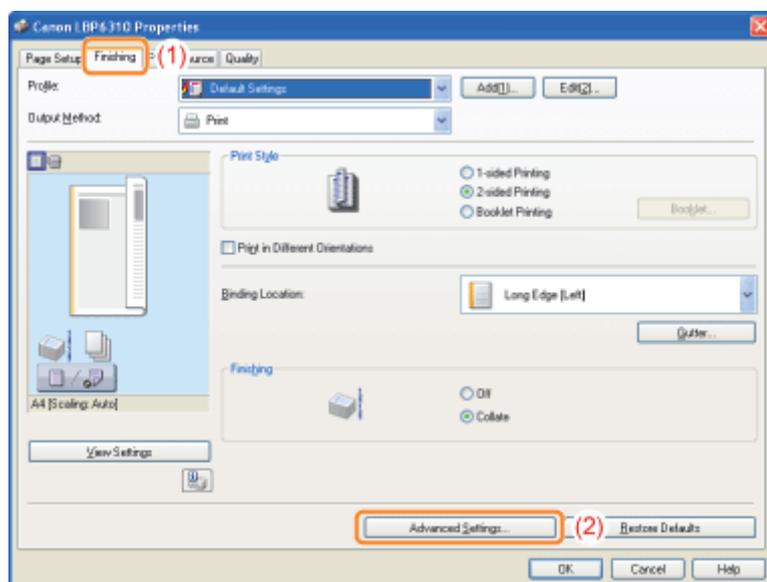
**Display the setting screen of the printer driver.**

➤ "Displaying the Setting Screen"

### 2

**Display the [Advanced Settings] dialog box.**

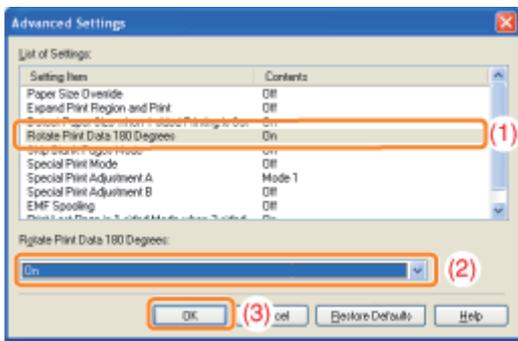
- (1) Display the [Finishing] sheet.
- (2) Click [Advanced Settings].



### 3

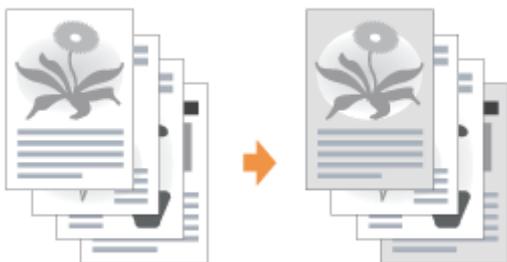
**Specify the setting for [Rotate Print Data 180 Degrees].**

- (1) Select [Rotate Print Data 180 Degrees].
- (2) Select [On].
- (3) Click [OK]. Then, the [Finishing] sheet reappears.



## Selecting Paper for Each Page

You can select paper for each page, such as for printing only the front cover on a different type of paper.



### 1

**Display the setting screen of the printer driver.**

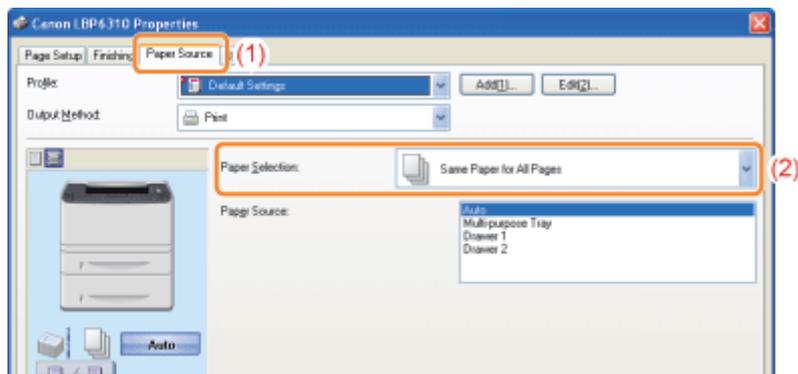
❖ "Displaying the Setting Screen"

### 2

**Specify the setting for [Paper Selection].**

- (1) Display the [Paper Source] sheet.
- (2) Select the pages for which paper is specified.

† [Different for Cover and Others] can be selected only if [Print Style] in the [Finishing] sheet is set to [Booklet Printing].

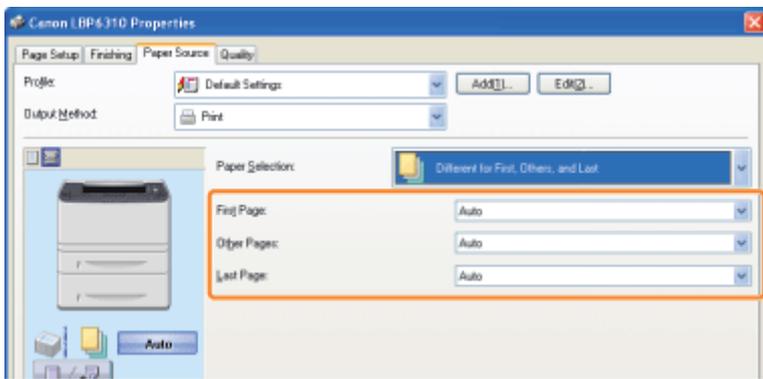


#### **? If you cannot specify the setting**

❖ "The Printer Driver Settings Cannot Be Changed"

### 3

**Specify the setting for the paper source to be used for each page.**



#### NOTE

##### **Using Preview to specify a paper source**

You can also specify a paper source by clicking each paper source or [Auto] using Preview when [  ] is selected.



## 4

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure](#)."

## **Adjusting the Image Quality or Grayscale**

---

↳ **Performing Printing Appropriate for Particular Print Data**

↳ **Correcting Rough-Textured Images**

↳ **Adjusting the Toner Density**

↳ **Printing with Brightness and Contrast Adjusted**

---

## Performing Printing Appropriate for Particular Print Data

Selecting the appropriate mode for the contents of the document allows you to perform printing with appropriate setting. For example, if selecting [Photos] when printing a photo, the setting for printing preferences are changed to the optimum settings for printing photos.

### 1

**Display the setting screen of the printer driver.**

➤ "Displaying the Setting Screen"

### 2

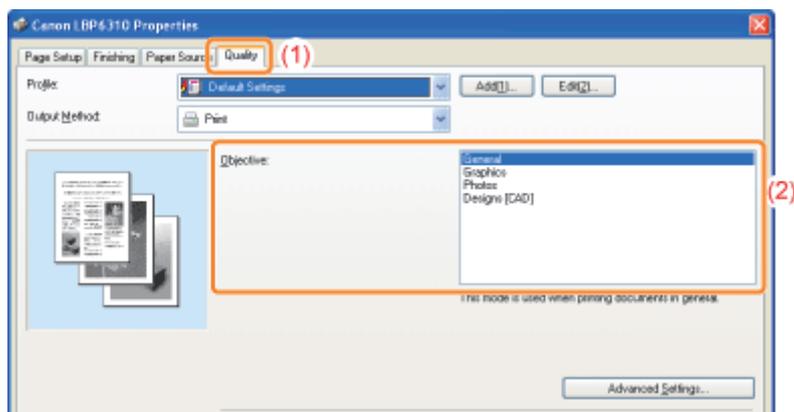
**Specify the setting for [Objective].**

(1) Display the [Quality] sheet.

(2) Select the appropriate mode for the contents of the document.

† Selecting each mode displays a comment on the mode under the list.

† If you want to change the printing preferences for the selected mode to meet your needs, click [Advanced Settings].



### 3

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure](#)."

## Correcting Rough-Textured Images

If image data such as photographic images are enlarged in size in an application and printed, the printed images may look rough or jagged.

You can correct and smooth out this kind of low-resolution image data.



### 1

**Display the setting screen of the printer driver.**

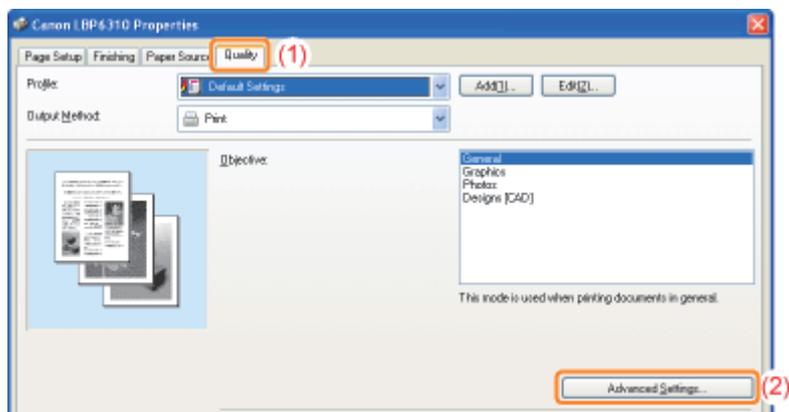
➤ "Displaying the Setting Screen"

### 2

**Display the [Advanced Settings] dialog box.**

(1) Display the [Quality] sheet.

(2) Click [Advanced Settings].



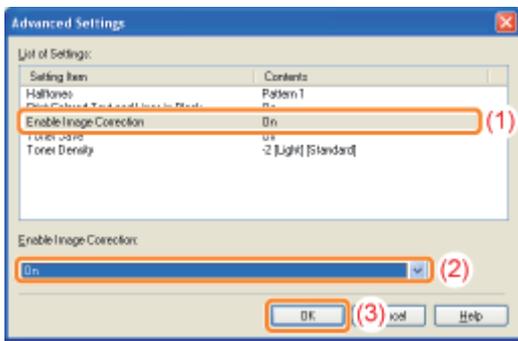
### 3

**Specify the setting for image correction.**

(1) Select [Enable Image Correction].

(2) Select [On].

(3) Click [OK]. Then, the [Quality] sheet reappears.



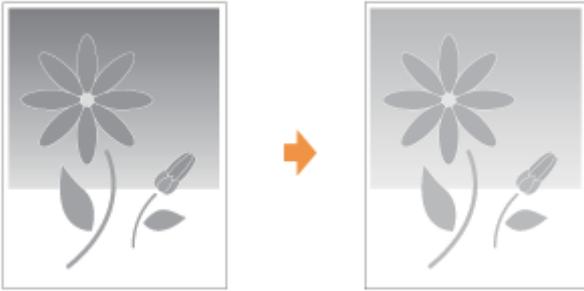
## 4

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure.](#)"

## Adjusting the Toner Density

You can print with toner density adjusted.



### 1

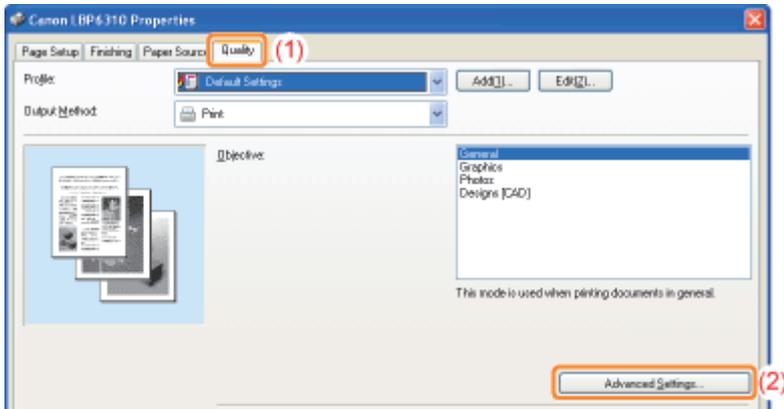
**Display the setting screen of the printer driver.**

❖ "Displaying the Setting Screen"

### 2

**Display the [Advanced Settings] dialog box.**

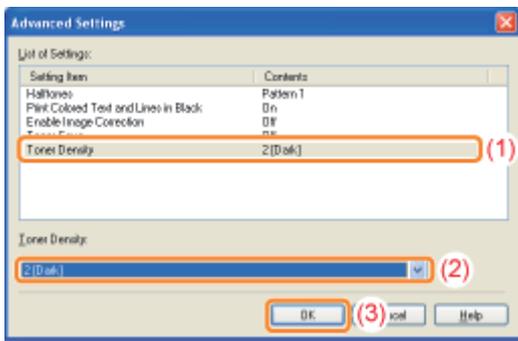
- (1) Display the [Quality] sheet.
- (2) Click [Advanced Settings].



### 3

**Adjust the toner density.**

- (1) Select [Toner Density].
- (2) Select and adjust the toner density.
- (3) Click [OK]. Then, the [Quality] sheet reappears.



## 4

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure.](#)"

---

## Printing with Brightness and Contrast Adjusted

You can print with the brightness and contrast adjusted.



### 1

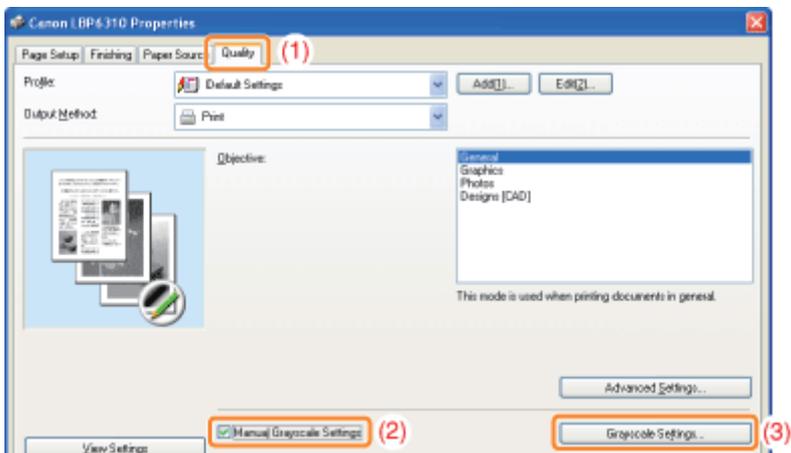
**Display the setting screen of the printer driver.**

❖ "Displaying the Setting Screen"

### 2

**Display the [Grayscale Settings] dialog box.**

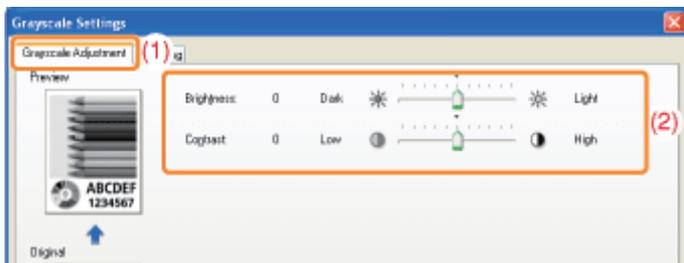
- (1) Display the [Quality] sheet.
- (2) Select the [Manual Grayscale Settings] check box.
- (3) Click [Grayscale Settings].



### 3

**Adjust the brightness and contrast.**

- (1) Display the [Grayscale Adjustment] sheet.
- (2) Adjust the brightness and contrast by dragging the [Brightness] and [Contrast] sliders.



**4**

**Click [OK]. Then, the [Quality] sheet reappears.**

**5**

**Click [OK].**

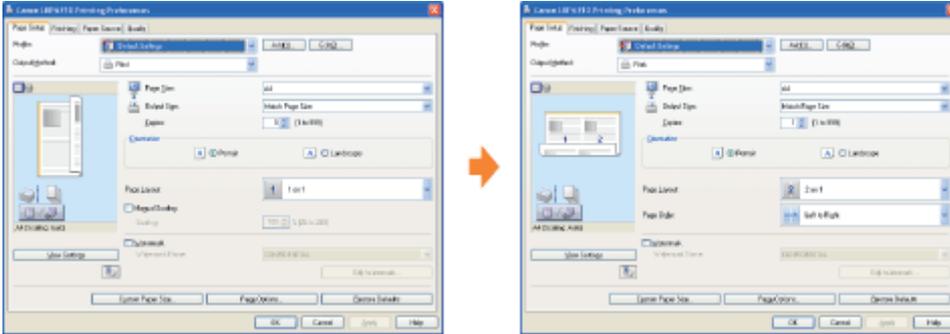
† For details on the basic printing procedure, see "[Basic Printing Procedure.](#)"

# Registering the Printing Preferences

## Changing the Default Values for Printing Preferences

Change the default values for printing preferences which apply to all data.

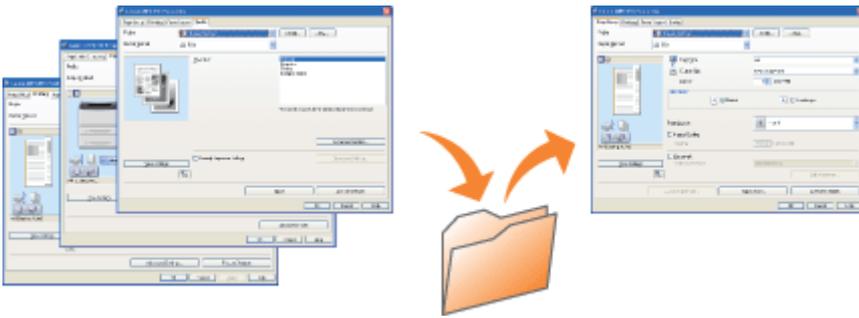
For example, if you perform layout printing frequently, you do not need to change the settings each time you print by changing the default values for [Page Layout].



## Saving Frequently Used Printing Preferences (Adding/Editing/Deleting a "Profile")

You can save frequently used multiple printing preferences as "Profiles." You can perform printing with the registered settings by only selecting the desired "Profile."

Also, some settings that support various jobs are registered as the default "Profiles."



# Changing the Default Values for Printing Preferences

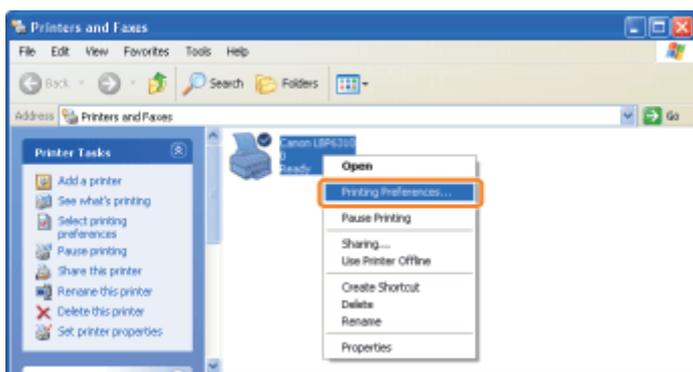
1

**Open the printer folder.**

❖ "Basic Operations/Various Information for Windows"

2

**Right-click the icon for this printer, then select [Printing Preferences] from the pop-up menu.**



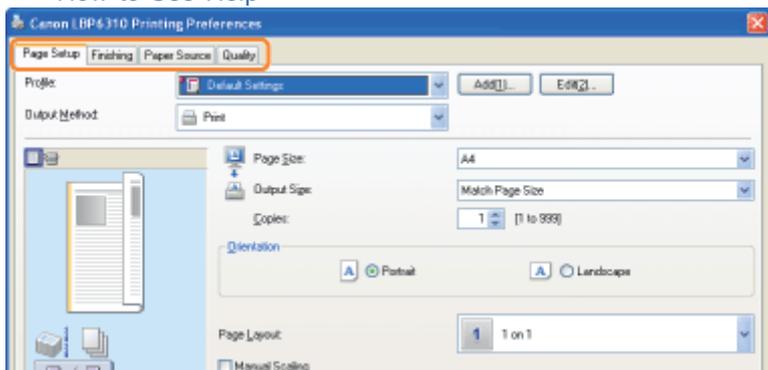
3

**Change the printing preferences in the [Page Setup], [Finishing], [Paper Source], and [Quality] sheets.**

The settings changed here become the default values.

For more details on the settings, see Help.

❖ "How to Use Help"



4

**Confirm the settings, then click [OK].**

→ The printer folder reappears.

# Saving Frequently Used Printing Preferences (Adding/Editing/Deleting a "Profile")

## Adding a "Profile"

### 1

Display the setting screen of the printer driver.

❖ ["Displaying the Setting Screen"](#)

### 2

Specify the printing preferences in the [Page Setup], [Finishing], [Paper Source], and [Quality] sheets.

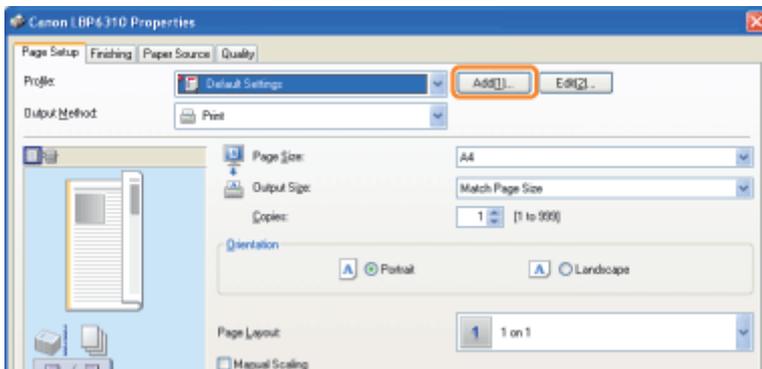
The contents specified here is registered in "Profiles."

For more details on the settings, see Help.

❖ ["How to Use Help"](#)

### 3

Click [Add].

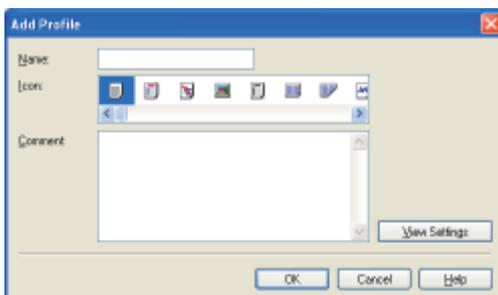


**?** If you cannot click [Add]

❖ [""Profiles" Cannot Be Selected or Edited"](#)

### 4

Specify information about a "Profile."



[Name]	Enter the name for "Profiles." Up to 31 characters can be entered.
[Icon]	You can select the icon for the "Profile."
[Comments]	Enter the comment for the "Profile." Up to 255 characters can be entered.
[View Settings]	Display the [View Settings] dialog box. You can check the current printer driver settings.

## 5

### Click [OK] to register the "Profile."

- The setting screen of the printer driver reappears.  
Make sure that the name of the added "Profile" is in [Profile].

 For details on the procedure for using a "Profile", see "[Selecting a "Profile" .](#)"

## Editing an Added "Profile"

You can change information about an added "Profile" or export a "Profile" as a file.

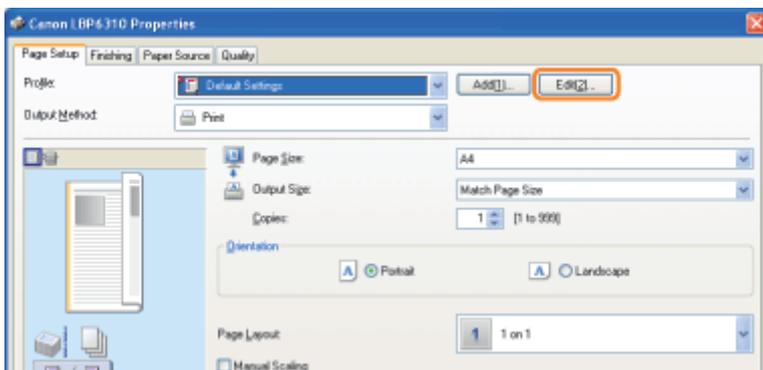
## 1

### Display the setting screen of the printer driver.

- "[Displaying the Setting Screen](#)"

## 2

### Click [Edit].



### If you cannot click [Edit]

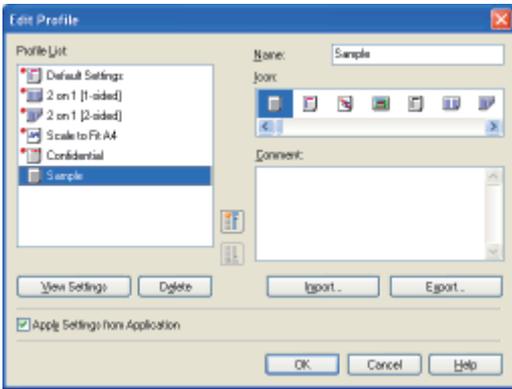
- "[""Profiles" Cannot Be Selected or Edited"](#)"

## 3

### Edit information about a "Profile."

For more details on the settings, see Help.

- "[How to Use Help](#)"



## 4

Click **[OK]**.

→ The setting screen of the printer driver reappears.

## Deleting an Added "Profile"

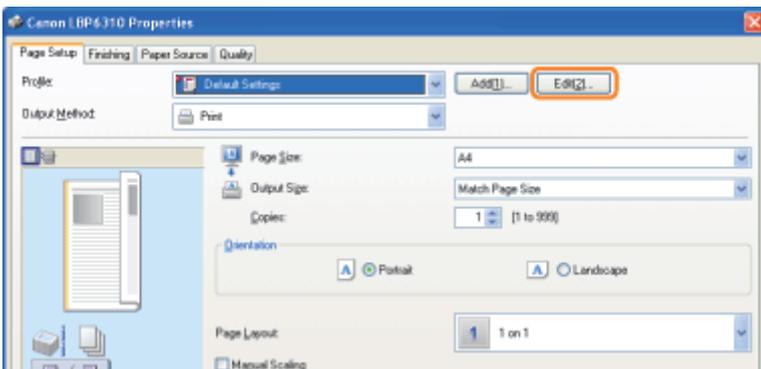
### 1

Display the setting screen of the printer driver.

❖ "Displaying the Setting Screen"

### 2

Click **[Edit]**.



### ? If you cannot click **[Edit]**

❖ "'Profiles' Cannot Be Selected or Edited"

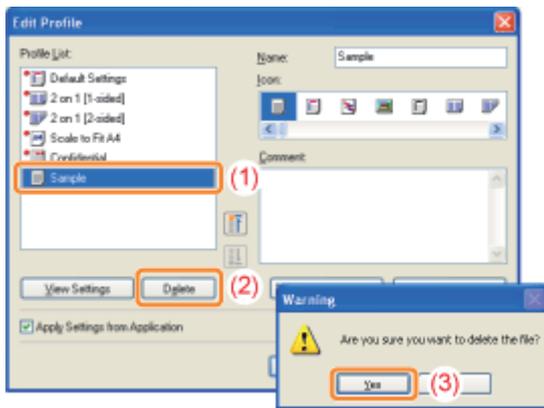
### 3

Delete a "Profile."

- (1) Select a "Profile" you want to delete.
- (2) Click **[Delete]**.

† You cannot delete the default "Profiles" or a "Profile" which is being selected in the setting screen of the printer driver.

(3) Click [Yes].



## 4

Click [OK].

→ The setting screen of the printer driver reappears.

# Selecting a "Profile"

## 1

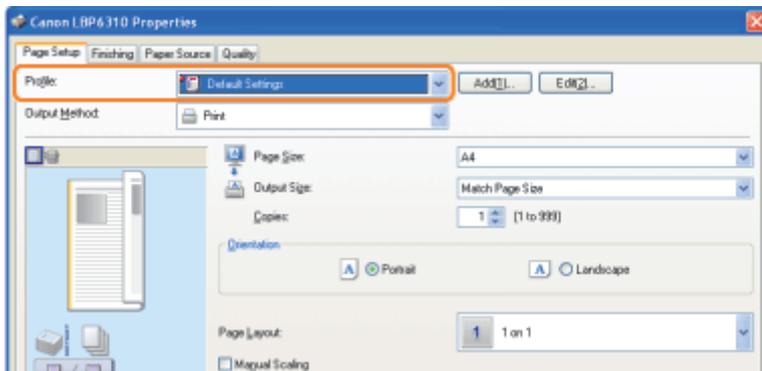
**Display the setting screen of the printer driver.**

➤ "Displaying the Setting Screen"

## 2

**Select a "Profile."**

† If the printer name is changed, any added "Profiles" cannot be used. To use the added "Profile", change the printer name to its previous one.



### ? If you cannot select a "Profile"

➤ ""Profiles" Cannot Be Selected or Edited"

## 3

**Click [OK].**

† For details on the basic printing procedure, see "[Basic Printing Procedure](#)."

# Configuring the Network Settings (Sharing the Printer)

---

## ❏ **Checking Your Printing Environment**

---

### ❏ **If You Use the Printer by Direct Connection**

---

- ❏ Installing the Printer Driver (LAN Connection)
- ❏ Changing the Network Settings for the Printer
- ❏ When Changing the IP Address (Changing the Port)

### ❏ **If You Use the Printer in the Print Server Environment**

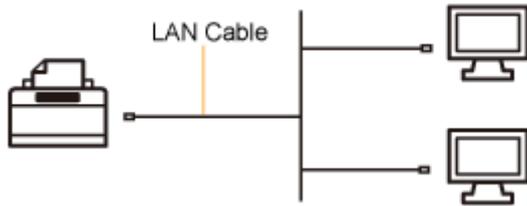
---

- ❏ Configuring the Print Server
  - ❏ Installation on Clients
-

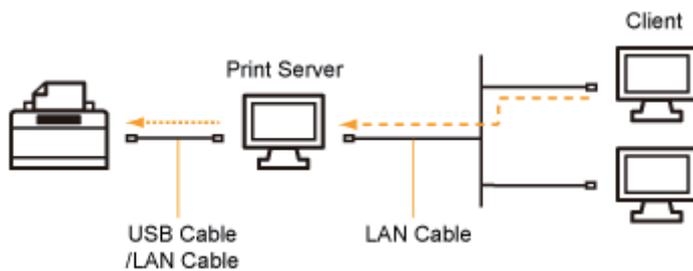
## Checking Your Printing Environment

When you share the printer with multiple computers, the setting procedure varies depending on your environment.

### ▸ If You Use the Printer by Direct Connection



### ▸ If You Use the Printer in the Print Server Environment



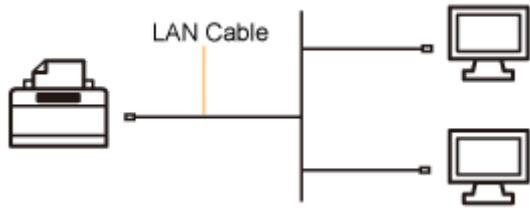
#### <About the print server environment>

If you set one of the computers on a network as the print server, you can manage the printer efficiently as follows.

- You can manage all the clients' jobs on the print server.
- Clients can download and install the printer driver from the print server. (The CD-ROM is not required.)

## If You Use the Printer by Direct Connection

You can use this printer as a printer directly connected to a network.



When using the printer by direct connection, perform the following tasks.

**1. Install the printer driver.**

- ["Installing the Printer Driver \(LAN Connection\)"](#)

**2. Change the network settings for the printer as needed.**

- ["Changing the Network Settings for the Printer"](#)

**NOTE**

**If you changed the IP address after installing the printer driver**

Specify the port to be used again in the printer driver.

- ["When Changing the IP Address \(Changing the Port\)"](#)

## Installing the Printer Driver (LAN Connection)

There are the following two ways to install the printer driver.

The procedures for setting the IP address or creating a port required to print by directly connecting to the printer vary depending on the installation method.

### <Auto Setup>

Performs the following operations which are required for printing all at once.



❖ "Easy Installation"

### <Manual Setup>

Performs the following operations which are required for printing one at a time.



❖ "Setting the IP Address"

❖ "Setting a Port and Installing the Printer Driver"

## Setting the IP Address

There are the following three methods for setting the IP address.

### ➤ **Setting the IP Address Using NetSpot Device Installer**

Set the IP address using NetSpot Device Installer in the supplied CD-ROM.

### ➤ **Setting the IP Address Using the ARP/PING Command**

Set the IP address using the ARP/PING command in Command Prompt.

### ➤ **Setting the IP Address Using the Printer Status Window**

If the printer driver is installed and the printer and computer are connected by a USB cable, set the IP address using the Printer Status Window.

#### **IMPORTANT**

##### **If Windows Firewall is enabled**

- We recommend that you set the IP address using the ARP/PING command or the Printer Status Window.
- If you want to set the IP address using NetSpot Device Installer, you need to add "NetSpot Device Installer" to Windows Firewall in advance. Perform either of the following procedures.
  - Adding "NetSpot Device Installer" to the [Exceptions] sheet in the [Windows Firewall] dialog box
    - [Readme of NetSpot Device Installer](#)
      - ↑ To display the Readme, click [  ] in [NetSpot Device Installer for TCP/IP] in the [Additional Software Programs] screen in CD-ROM Setup.
  - Installing NetSpot Device Installer (You can add it to Windows Firewall during the installation.)
    - ["Installing NetSpot Device Installer"](#)

#### **NOTE**

##### **If you changed the IP address after installing the printer driver**

Specify the port to be used again in the printer driver.

- ["When Changing the IP Address \(Changing the Port\)"](#)

## Setting the IP Address Using NetSpot Device Installer

This section describes the procedure for using NetSpot Device Installer without installing it.

For details on the procedure for installing NetSpot Device Installer, see "[Installing NetSpot Device Installer](#)."

**1**

**Make sure that the LAN cable is connected properly, and the printer is turned ON.**

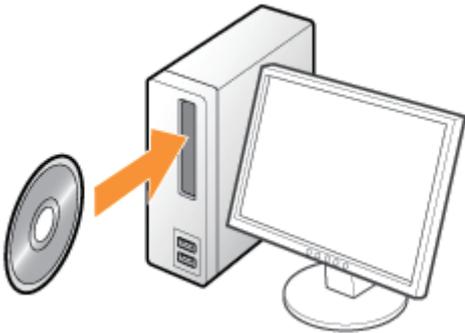
➤ "[Connecting the Printer and Computer](#)"

**2**

**Turn the computer on, and then log on to Windows as a user with administrative rights.**

**3**

**Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.**



**4**

**Click [Additional Software Programs].**



**? If the above screen does not appear**

➤ "[Basic Operations/Various Information for Windows](#)"

**? If the [AutoPlay] dialog box appears**

Click [Run AUTORUN.EXE].

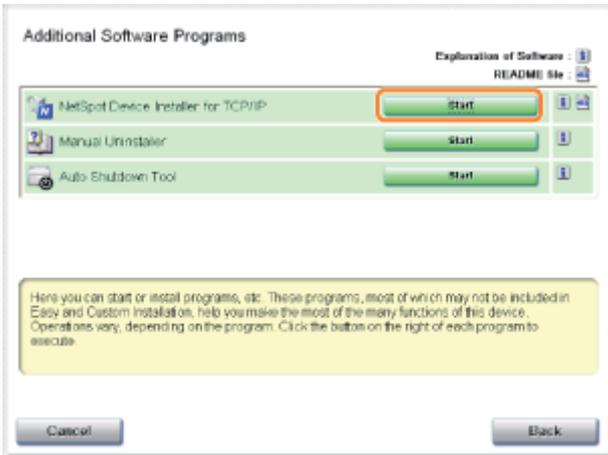
**? If the [User Account Control] dialog box appears**

Click [Continue] or [Yes].

## 5

### Click [Start] for [NetSpot Device Installer for TCP/IP].

If [License Agreement] appears, read the contents, and then click [Yes].



## 6

### Set the IP address.

- ❖ If [Status] is set to [Not Configured], and the device of which [Device Name] is a MAC address is displayed
- ❖ If any devices in which [IP Address] is set to [192.168.0.215] are displayed
- ❖ If your case falls within neither of the above cases

**NOTE**

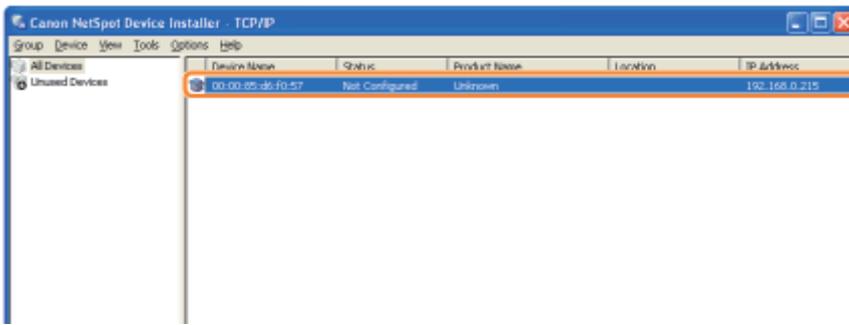
#### MAC address location

The MAC address is listed at (A) on the printer.



### If [Status] is set to [Not Configured], and the device of which [Device Name] is a MAC address is displayed

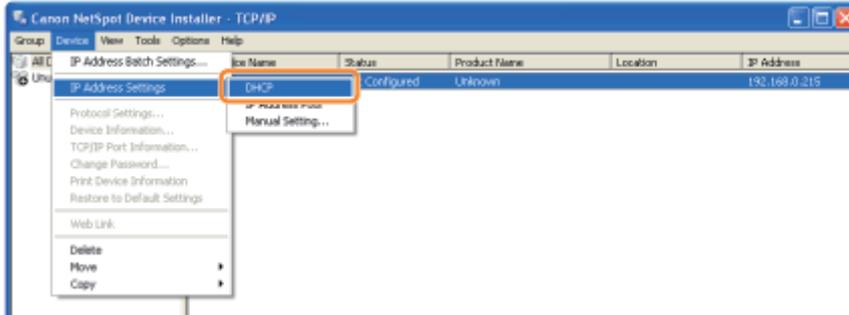
#### 1. Select the device.



## 2. Set the IP address.

### When obtaining an IP address using DHCP (The DHCP server needs to be running.)

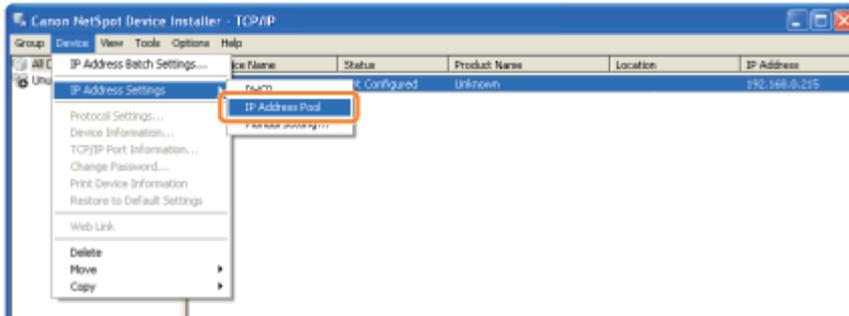
Select [IP Address Settings] → [DHCP] from the [Device] menu.



### When assigning an IP address using IP Address Pool (IP Address Pool needs to be specified.)

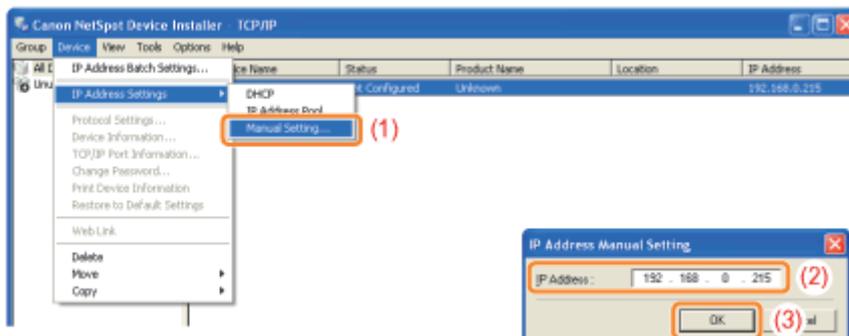
† For more details on IP Address Pool, see Help of NetSpot Device Installer.  
(Help is displayed by clicking [Help] in the [Help] menu.)

Select [IP Address Settings] → [IP Address Pool] from the [Device] menu.



### When setting an IP address directly

- (1) Select [IP Address Settings] → [Manual Setting] from the [Device] menu.
- (2) Enter the IP address of the printer.
- (3) Click [OK].



## 3. When the message <The device has been reset.> appears, click [OK].

Wait for approximately 20 seconds or longer as is after clicking [OK].

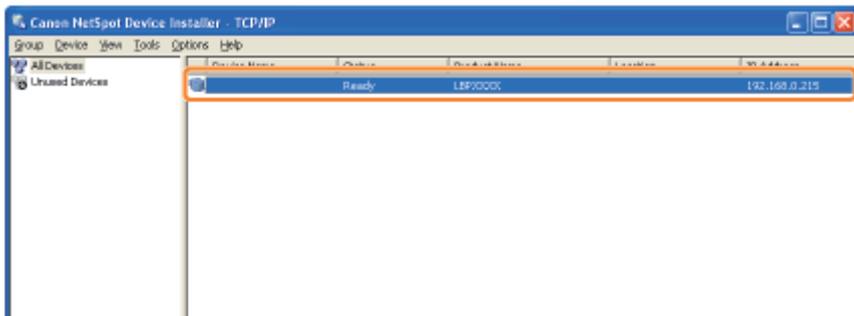
After completing the reset, the settings are enabled.



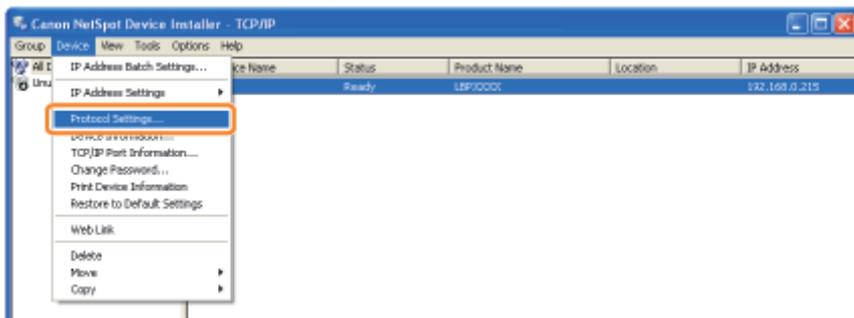
Next, install the printer driver.  
"Setting a Port and Installing the Printer Driver"

### If any devices in which [IP Address] is set to [192.168.0.215] are displayed

#### 1. Select the device.

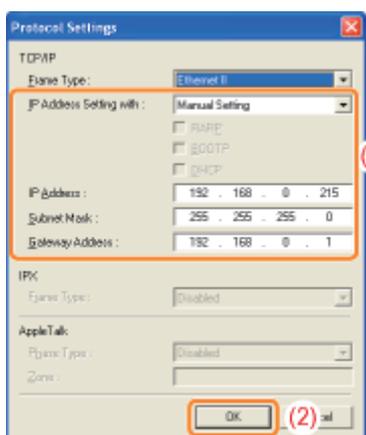


#### 2. Select [Protocol Settings] from the [Device] menu.



#### 3. Set the IP address.

- (1) Specify each setting.
- (2) Click [OK].



[IP Address Setting with]

Select the method for setting the IP address.

- **[Manual Setting]**  
Allows you to set the IP address directly. The IP address entered in [IP Address] is set for the printer.
- **[Auto Detect]**  
Obtains an IP address using RARP, BOOTP, or DHCP.
  - **[RARP]**  
Obtains an IP address using RARP.

	(The RARP daemon needs to be running.) - <b>[BOOTP]</b> Obtains an IP address using BOOTP. (The BOOTP daemon needs to be running.) - <b>[DHCP]</b> Obtains an IP address using DHCP. (The DHCP server needs to be running.)
[IP Address]	Enter the IP address of the printer.
[Subnet Mask]	Enter the subnet mask as needed.
[Gateway Address]	Enter the gateway address as needed.

 **NOTE**

**When selecting [RARP]**

You cannot enter any values in [IP Address].

**When selecting [BOOTP] or [DHCP]**

You cannot enter any values in [IP Address], [Subnet Mask], and [Gateway Address].

**If you cannot use RARP, BOOTP, or DHCP**

Specify the settings in [Manual Setting].

**4. When the message <The device has been reset.> appears, click [OK].**

Wait for approximately 20 seconds or longer as is after clicking [OK].

After completing the reset, the settings are enabled.



 Next, install the printer driver.

 ["Setting a Port and Installing the Printer Driver"](#)

**If your case falls within neither of the above cases**

A device on the network may have the same IP address as that set for the printer.

In this case, perform the following procedure.

1. Turn OFF the device that has the same IP address or remove the device from the network.
2. Repeat the procedure from the beginning.
3. After completing the settings for this printer, restore the devices to their original states.

† If you cannot set the IP address using NetSpot Device Installer including the case where this procedure is not possible, set the IP address using the ARP/PING command.

 ["Setting the IP Address Using the ARP/PING Command"](#)

# Setting the IP Address Using the ARP/PING Command

## 1

**Make sure that the LAN cable is connected properly, and the printer is turned ON.**

➤ "Connecting the Printer and Computer"

## 2

**Turn the computer on, and then log on to Windows as a user with administrative rights.**

## 3

**Run Command Prompt.**

From the [Start] menu, select [All Programs] or [Programs] → [Accessories] → [Command Prompt].

## 4

**Enter "arp -s <IP address> <MAC address>", then press the [ENTER] key on your keyboard.**

<IP address>	Enter the IP address to assign to the printer. Specify the address with four numbers (from 0 to 255) separated with a period (.).
<MAC address>	Enter the MAC address of the printer. Separate the number every two digits with a hyphen (-).

- **Input Example:** "arp -s 192.168.0.215 00-1E-8F-05-70-31"

### NOTE

#### MAC address location

The MAC address is listed at (A) on the printer.



## 5

**Enter "ping <IP address> -l 479", then press the [ENTER] key on your keyboard.**

<IP address>	Enter the same IP address as the one entered in Step 4.
--------------	---

† Enter a lowercase "l" for "-l".

- **Input Example:** "ping 192.168.0.215 -l 479"

→ The IP address is set for the printer.

† The subnet mask is set automatically according to the IP address.

† The gateway address is set to [0.0.0.0].

## 6

**Enter "exit", then press the [ENTER] key on your keyboard.**

→ Command Prompt closes.

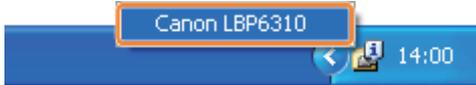
 Next, install the printer driver.

 ["Setting a Port and Installing the Printer Driver"](#)

# Setting the IP Address Using the Printer Status Window

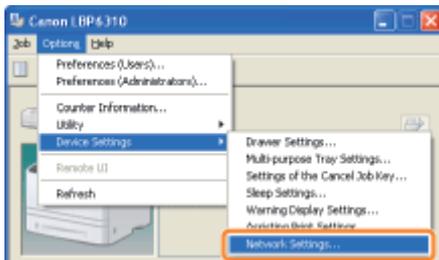
## 1

Click [  ] in the Windows task tray, and then select the printer name.



## 2

From the [Options] menu, select [Device Settings] → [Network Settings].



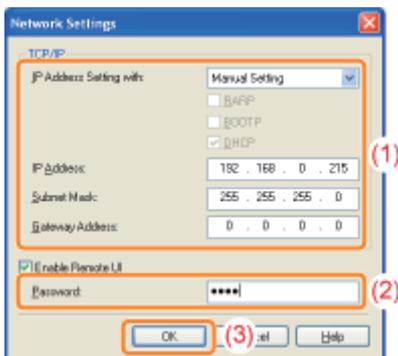
## 3

Set the IP address.

- (1) Specify each setting.
- (2) Enter the administrator password for the printer (the password that is specified in the Remote UI).

† If the password is not specified, you do not need to enter the password.  
❏ ["Setting the Administrator Password"](#)

- (3) Click [OK].



[IP Address Setting with]

Select the method for setting the IP address.

- **[Manual Setting]**  
Allows you to set the IP address directly. The IP address entered in [IP Address] is set for the printer.
- **[Auto Detect]**  
Obtains an IP address using RARP, BOOTP, or DHCP.
  - **[RARP]**  
Obtains an IP address using RARP.  
(The RARP daemon needs to be running.)
  - **[BOOTP]**

	Obtains an IP address using BOOTP. (The BOOTP daemon needs to be running.) - <b>[DHCP]</b> Obtains an IP address using DHCP. (The DHCP server needs to be running.)
[IP Address]	Enter the IP address of the printer.
[Subnet Mask]	Enter the subnet mask as needed.
[Gateway Address]	Enter the gateway address as needed.

**NOTE**

**When selecting [RARP]**

You cannot enter any values in [IP Address].

**When selecting [BOOTP] or [DHCP]**

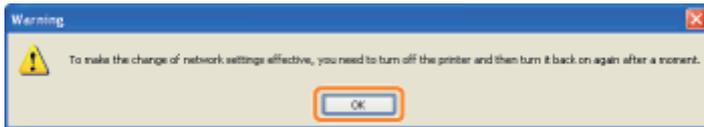
You cannot enter any values in [IP Address], [Subnet Mask], and [Gateway Address].

**If you cannot use RARP, BOOTP, or DHCP**

Specify the settings in [Manual Setting].

## 4

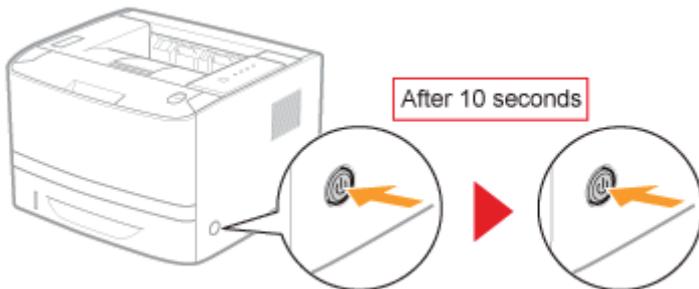
Click **[OK]**.



## 5

**Restart the printer. (Turn OFF the printer once, wait for 10 seconds or longer, and then turn it ON.)**

After restarting the printer, the settings are effective.



Next, install the printer driver.

➤ ["Setting a Port and Installing the Printer Driver"](#)

# Setting a Port and Installing the Printer Driver

The installation procedure varies depending on the operating system. See the appropriate procedure according to your operating system.

- ❖ Windows Vista, 7, and Server 2008
- ❖ Windows XP, and Server 2003

## Windows Vista, 7, and Server 2008

### 1

**Make sure that the LAN cable is connected properly, and the printer is turned ON.**

- ❖ "Connecting the Printer and Computer"

### 2

**Turn the computer on, and then log on to Windows as a user with administrative rights.**

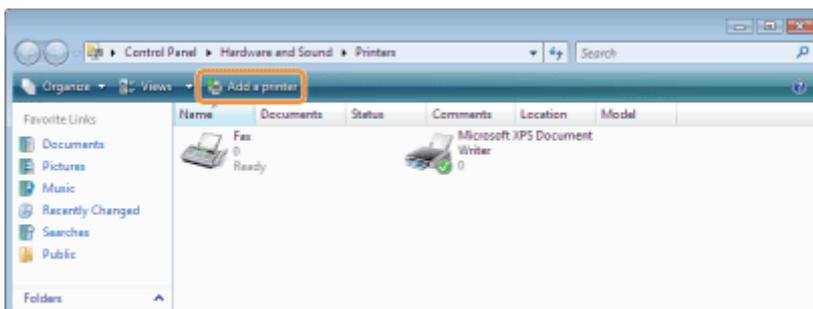
### 3

**Open the printer folder.**

- ❖ "Basic Operations/Various Information for Windows"

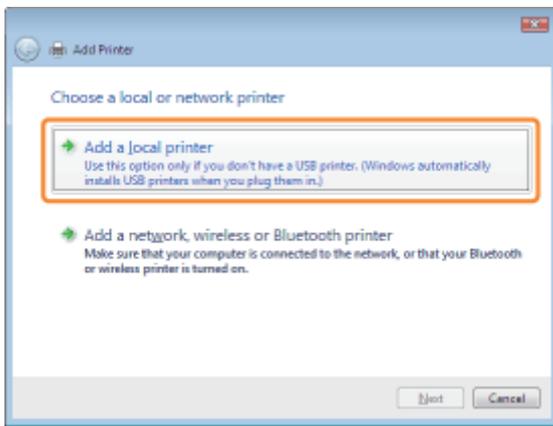
### 4

**Click [Add a printer].**



### 5

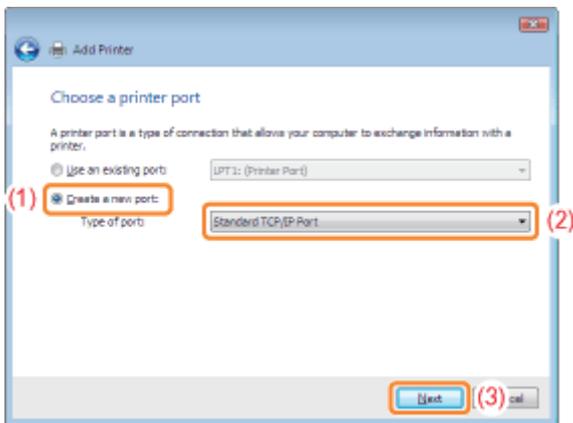
**Click [Add a local printer].**



## 6

### Create a port.

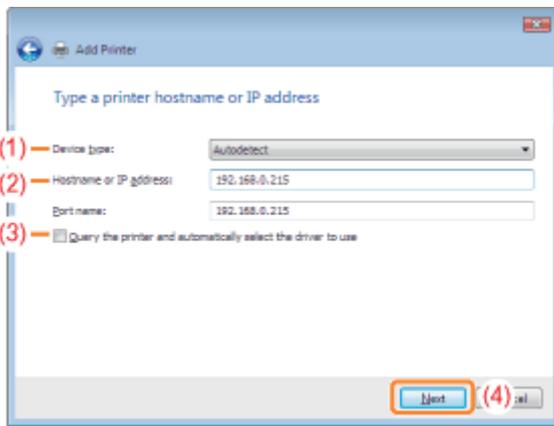
- (1) Select [Create a new port].
- (2) Select [Standard TCP/IP Port].
- (3) Click [Next].



## 7

### Enter the IP address or name of the printer.

- (1) Select [Autodetect] or [TCP/IP Device].
- (2) Enter the IP address or name\* of the printer in [Hostname or IP address].
  - \* The DNS name to be registered on the DNS server (up to 78 characters)
- (3) Clear the [Query the printer and automatically select the driver to use] check box.
- (4) Click [Next].



**? If you are not sure about the value to be entered in [Hostname or IP address]**

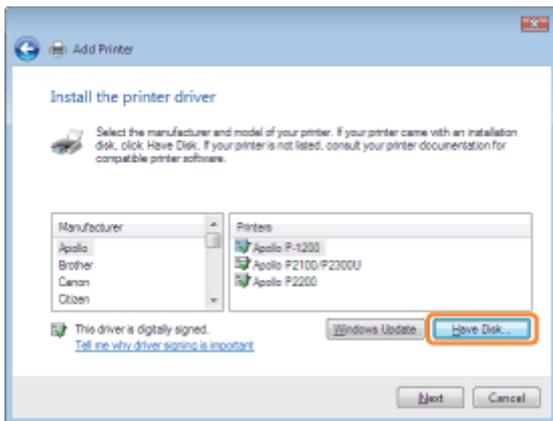
The value to be entered varies depending on how the IP address of the printer was set. For more details, see "[Values for Setting a Port](#)" or ask your network administrator.

**? If the printer is not detected**

Follow the on-screen instructions and search again for the printer, or see "[Basic Operations/Various Information for Windows](#)" and specify [Device Type].

## 8

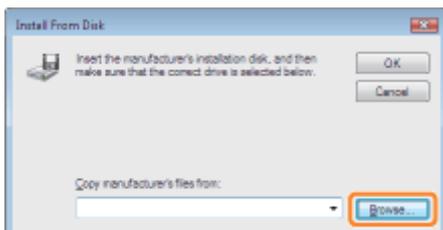
**Click [Have Disk].**



## 9

**Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer, and then click [Browse].**

If CD-ROM Setup appears, click [Exit].



## 10

**Open the folder in which the printer driver is included.**

## For a 32-bit operating system

Open the folders in the supplied CD-ROM: [English] - [32bit] - [Driver].

## For a 64-bit operating system

Open the folders in the supplied CD-ROM: [English] - [x64] - [Driver].

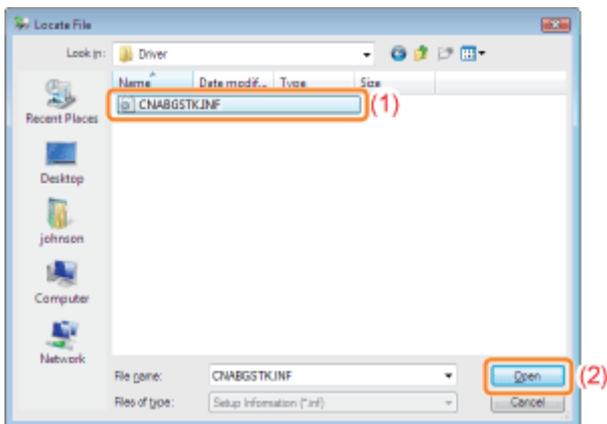
**?** If you are not sure whether you are using a 32-bit operating system or 64-bit operating system

➤ "Basic Operations/Various Information for Windows"

# 11

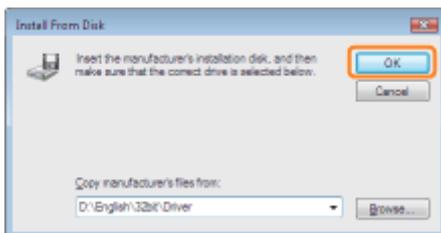
## Open the INF file.

- (1) Select the INF file.
- (2) Click [Open].



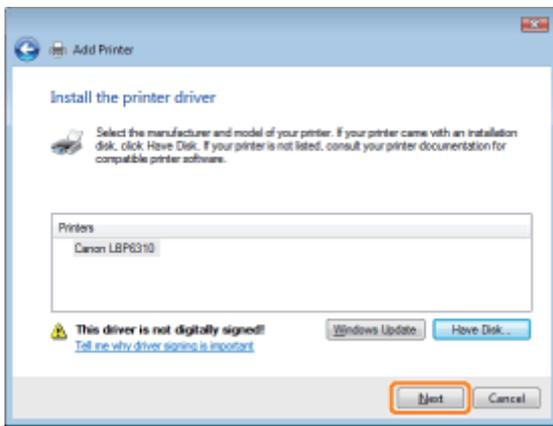
# 12

## Click [OK].



# 13

## Click [Next].



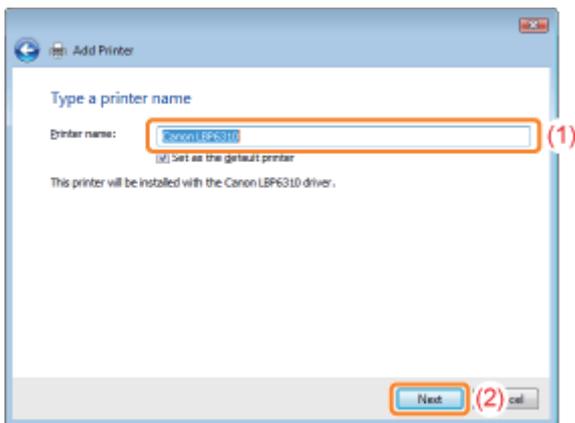
## 14

### Specify the printer name.

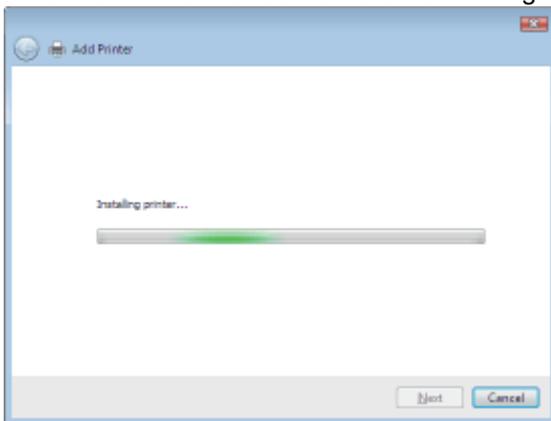
(1) Enter a new name if you want to change the printer name.

↑ When [Set as the default printer] is displayed, select whether or not to use the printer as the default printer. (Windows Vista and Server 2008)

(2) Click [Next].



→ The installation starts. Wait until the following screen disappears.



**?** If the [User Account Control] dialog box appears

Click [Continue] or [Yes].

## 15

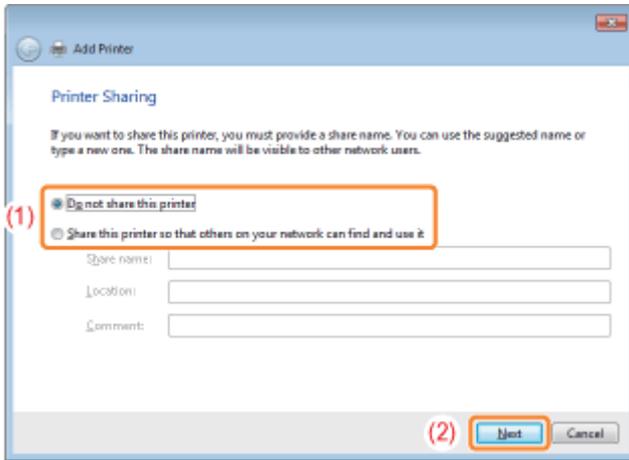
### When the following screen appears, select whether or not to share the printer.

(1) Select whether or not to share the printer (whether or not to use the computer on which the printer driver is being installed as the print server).

† For details on the printer sharing (print server environment), see ["If You Use the Printer in the Print Server Environment."](#)

† When you share the printer, specify [Share Name], [Location], or [Comment] as needed.

(2) Click [Next].



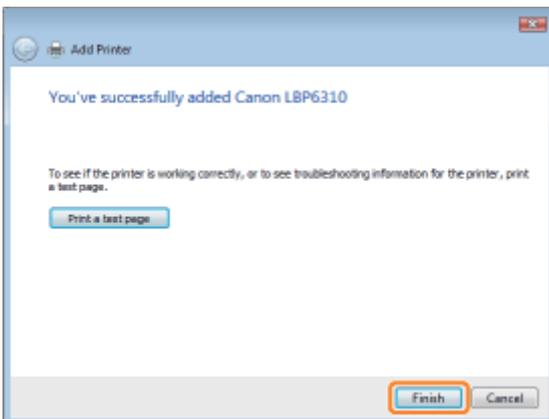
## 16

Click [Finish].

If you want to print a test page, click [Print a test page].

† When [Set as the default printer] is displayed, select whether or not to use the printer as the default printer. (Windows 7 and Server 2008 R2)

† When the following screen appears, you can remove the CD-ROM.



When the installation is complete, an icon and folder for this printer will be created.

➤ "After Installation"

† If you want to change the network settings for the printer, see ["Changing the Network Settings for the Printer."](#)

Windows XP, and Server 2003

## 1

**Make sure that the LAN cable is connected properly, and the printer is turned ON.**

❖ "Connecting the Printer and Computer"

**2**

**Turn the computer on, and then log on to Windows as a user with administrative rights.**

**3**

**Open the printer folder.**

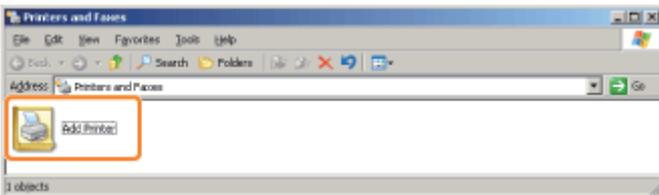
❖ "Basic Operations/Various Information for Windows"

**4**

**Display [Add Printer Wizard].**

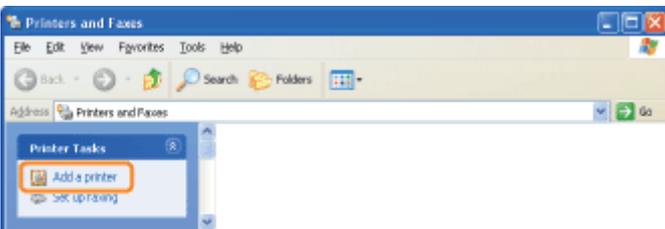
**Windows Server 2003**

Double-click [Add Printer].



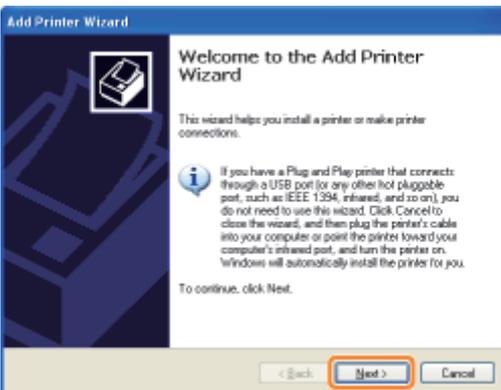
**Windows XP**

Click [Add a printer].



**5**

**Click [Next].**



**6**

## Specify the type of printer to be used.

Windows XP Windows Server 2003

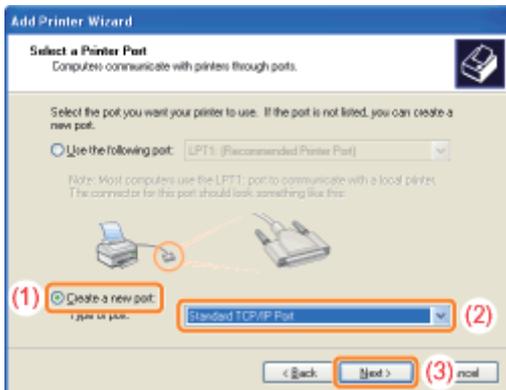
- (1) Select [Local printer attached to this computer].
- (2) Clear the [Automatically detect and install my Plug and Play printer] check box.
- (3) Click [Next].



## 7

### Create a port.

- (1) Select [Create a new port].
- (2) Select [Standard TCP/IP Port].
- (3) Click [Next].



## 8

### Click [Next].



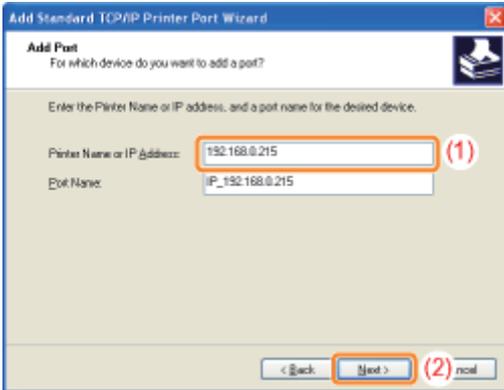
# 9

## Enter the IP address or name of the printer.

(1) Enter the IP address or name\* of the printer in [Printer Name or IP Address].

\* The DNS name to be registered on the DNS server (up to 78 characters)

(2) Click [Next].



### ? If you are not sure about the value to be entered in [Printer Name or IP Address]

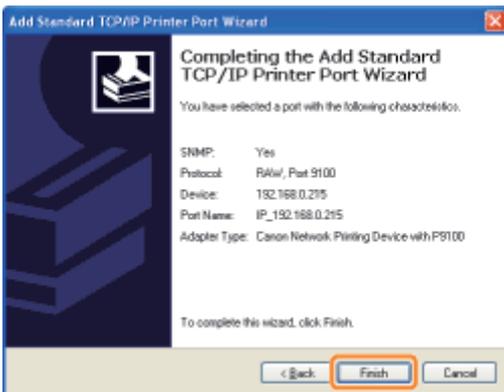
The value to be entered varies depending on how the IP address of the printer was set. For more details, see "[Values for Setting a Port](#)" or ask your network administrator.

### ? If the printer is not detected

Follow the on-screen instructions and search again for the printer, or see "[Basic Operations/Various Information for Windows](#)" and specify [Device Type].

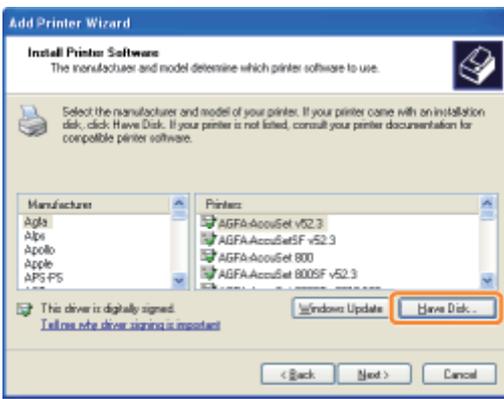
# 10

## Click [Finish].



# 11

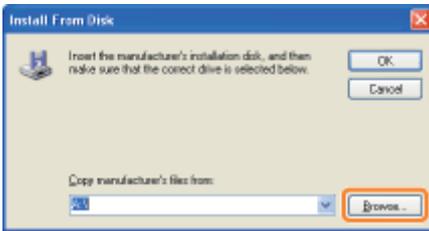
## Click [Have Disk].



## 12

**Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer, and then click [Browse].**

If CD-ROM Setup appears, click [Exit].



## 13

**Open the folder in which the printer driver is included.**

**Windows XP Windows Server 2003 (32-bit operating system)**

Open the folders in the supplied CD-ROM: [English] - [32bit] - [Driver].

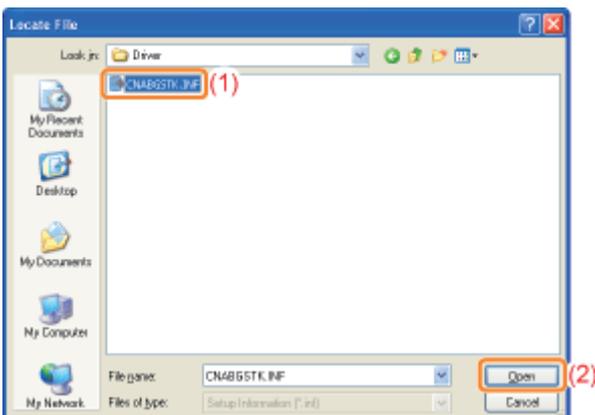
**Windows XP Windows Server 2003 (64-bit operating system)**

Open the folders in the supplied CD-ROM: [English] - [x64] - [Driver].

## 14

**Open the INF file.**

- (1) Select the INF file.
- (2) Click [Open].



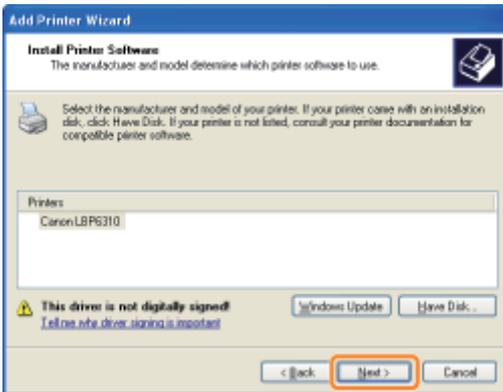
# 15

Click [OK].



# 16

Click [Next].



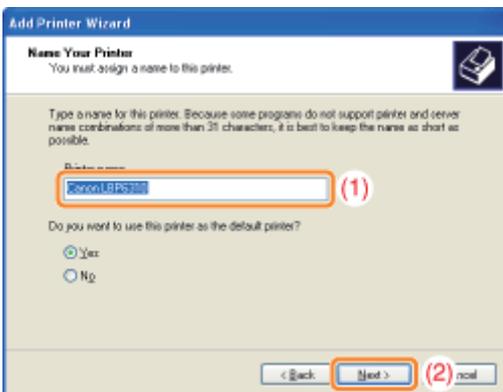
# 17

Specify the printer name.

(1) Enter a new name if you want to change the printer name.

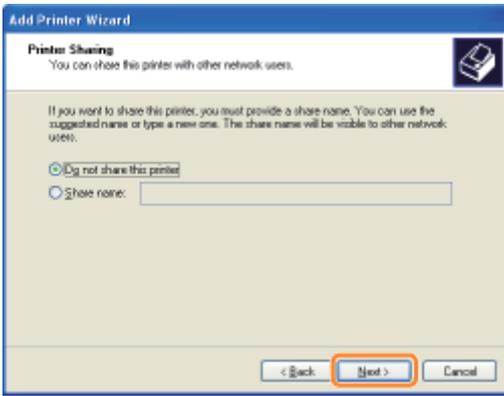
↑ When the message <Do you want to use this printer as the default printer?> appears, select [Yes] or [No].

(2) Click [Next].



# 18

Click [Next].



## NOTE

**When sharing the printer (When using the computer on which the printer driver is being installed as the print server).**

† For details on the printer sharing (print server environment), see "[If You Use the Printer in the Print Server Environment.](#)"

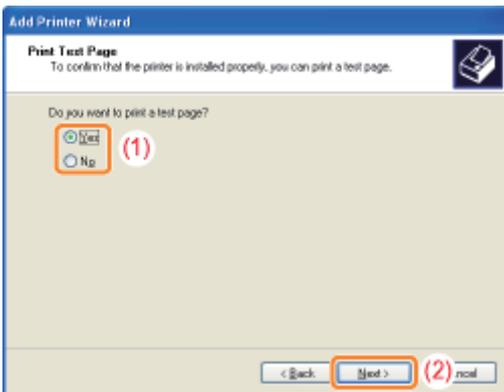
Perform the following procedure.

1. Select [Share name] and enter a name for the shared printer.
2. Click [Next].
3. The window for entering [Location] and [Comment] is displayed. Enter them as needed.
4. Click [Next].

## 19

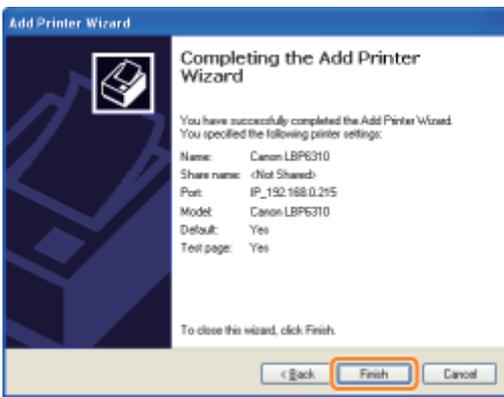
**Select whether to print a test page.**

- (1) Select whether to print a test page.
- (2) Click [Next].



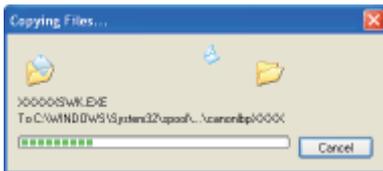
## 20

**Click [Finish].**



→ The installation starts. Wait until the following screen disappears.

† When the following screen disappears, you can remove the CD-ROM.



📁 When the installation is complete, an icon and folder for this printer will be created.

🔧 "After Installation"

† If you want to change the network settings for the printer, see "[Changing the Network Settings for the Printer.](#)"

# Changing the Network Settings for the Printer

---

## ➤ **Configuring the Protocol Settings**

---

## ➤ **Changing the Network Transmission Speed or Transfer Mode**

---

## ➤ **Initializing the Network Settings**

---

- Initializing Using the Remote UI
- Initializing Using FTP Client
- Initializing Using NetSpot Device Installer
- Initializing Using the Reset Button

## ➤ **Network Setting Items**

---

### **NOTE**

**When setting the items for the printer management (such as setting the administrator password)**

- "Managing the Printer"

**When setting the items for security (such as restricting the users who can print)**

- "Security Settings"

# Configuring the Protocol Settings

This section describes the procedure for specifying the settings using the Remote UI.

† In the Remote UI, you can specify the settings by accessing the printer from a Web browser via a network.

Before specifying the settings, see "Attention (Protocol Settings)."

## NOTE

### When specifying the settings using software other than the Remote UI

You can also specify the settings using the following software.

#### ❖ "FTP Client"

You can specify the settings by accessing the FTP server of the printer using Command Prompt.

#### ❖ "Setting the IP Address Using NetSpot Device Installer"

You can specify the settings using the Canon software, NetSpot Device Installer, in the supplied CD-ROM.

If you want to configure the settings such as the DNS server settings, use the Remote UI or FTP Client.

#### ❖ "Setting the IP Address Using the Printer Status Window"

You can configure the basic protocol settings using the Printer Status Window.

If you want to configure the settings such as the DNS server settings, use the Remote UI or FTP Client.

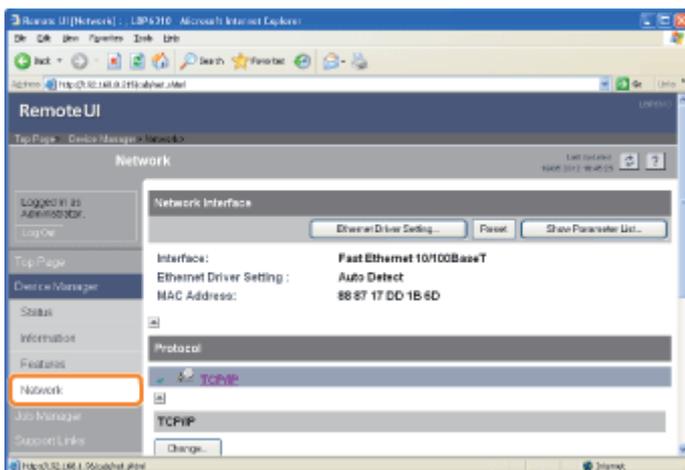
## 1

**Start the Remote UI, and then log in as Administrator.**

❖ "Starting the Remote UI"

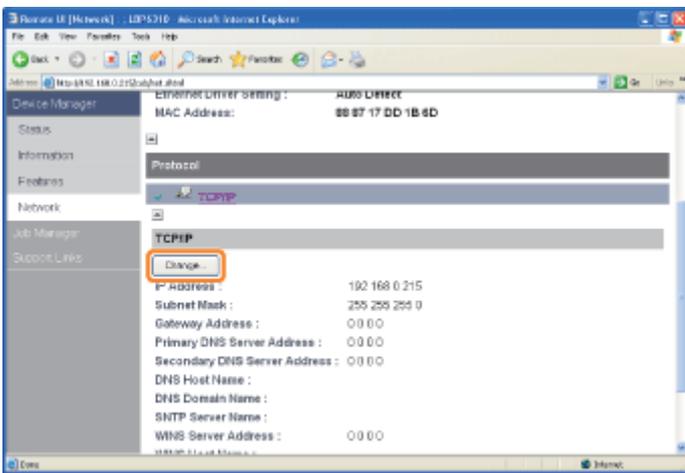
## 2

**Select [Network] from the [Device Manager] menu.**



## 3

**Click [Change] under [TCP/IP].**

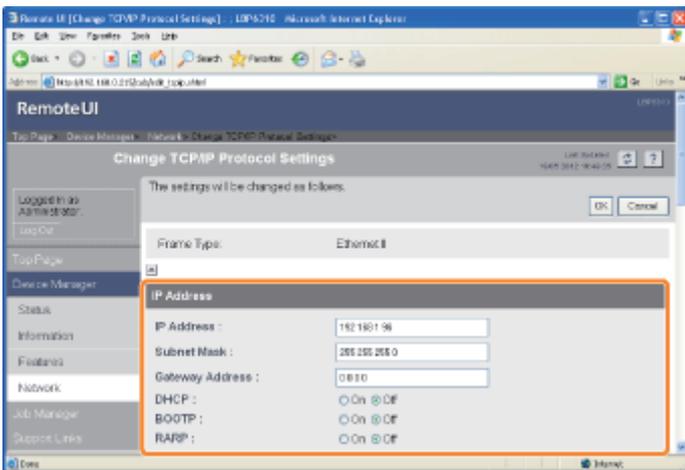


## 4

### Configure the protocol settings.

- ❖ IP Address Settings
- ❖ DNS Settings
- ❖ WINS Settings
- ❖ FTP Settings
- ❖ Configuring the SNTP Settings (Notifying the printer of the Time via an SNTP Server)
- ❖ Multicast Discovery Settings

### IP Address Settings



[IP Address]	Enter the IP address of the printer.
[Subnet Mask]	Enter the subnet mask that is being used on the TCP/IP network.
[Gateway Address]	Enter the gateway address that is being used on the TCP/IP network.
[DHCP]	Select whether to set the IP address using DHCP.
[BOOTP]	Select whether to set the IP address using BOOTP.
[RARP]	Select whether to set the IP address using RARP.

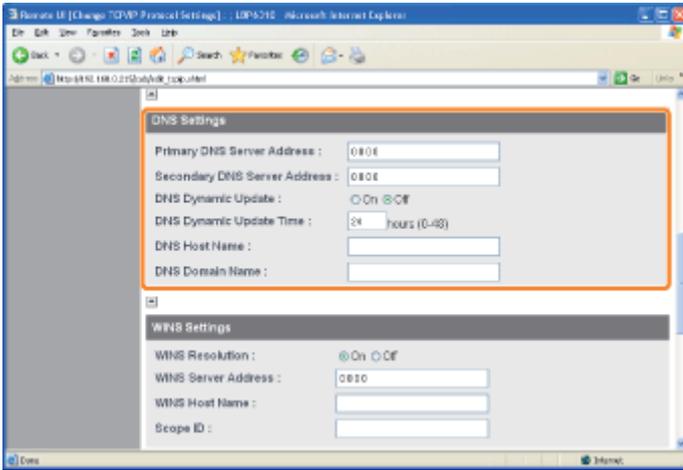
#### **IMPORTANT**

#### **For details on the procedure for setting a port when using DHCP, BOOTP, or RARP**

See "[Values for Setting a Port](#)" or ask your network administrator.

 Proceed to Step 5 if you do not specify the settings for the other options.

## DNS Settings



[Primary DNS Server Address]	Enter the IP address of the primary DNS server.
[Secondary DNS Server Address]	Enter the IP address of the secondary DNS server.
[DNS Dynamic Update]	Select whether to use the DNS Dynamic Update function.
[DNS Host Name]	Enter the host name to be added to the DNS server.
[DNS Domain Name]	Enter the name of the domain to which the printer belongs. <ul style="list-style-type: none"> <li>• <b>Input Example:</b> "example.com"</li> </ul>

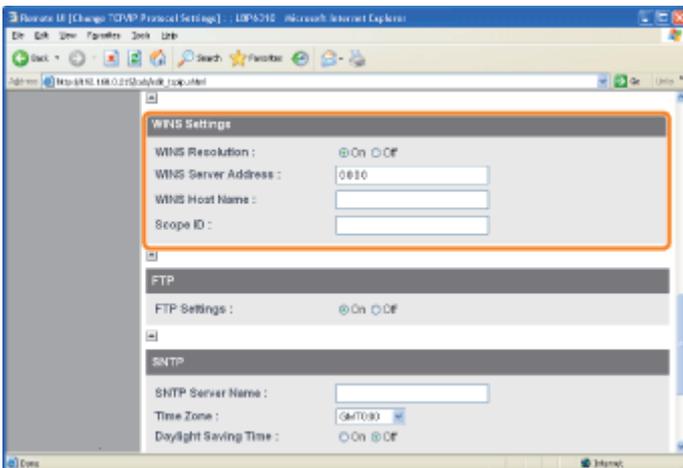
† In the following case, DNS is to be used.

When performing name resolution using the SNTP server name to set the SNTP client function (When you specify the SNTP server name)

➤ ["Configuring the SNTP Settings \(Notifying the printer of the Time via an SNTP Server\)"](#)

☞ Proceed to Step 5 if you do not specify the settings for the other options.

## WINS Settings



### If you want to use WINS Resolution

1. Set [WINS Resolution] to [On].
2. Enter the IP address of the WINS server in [WINS Server Address].
3. Enter the host name to be added to the WINS server in [WINS Host Name].
4. In [Scope ID], enter the Scope ID of the NetBIOS name that you want to search for from the WINS server.  
You can refine the search by separating the character string with "." (period).

### If you do not want to use WINS Resolution

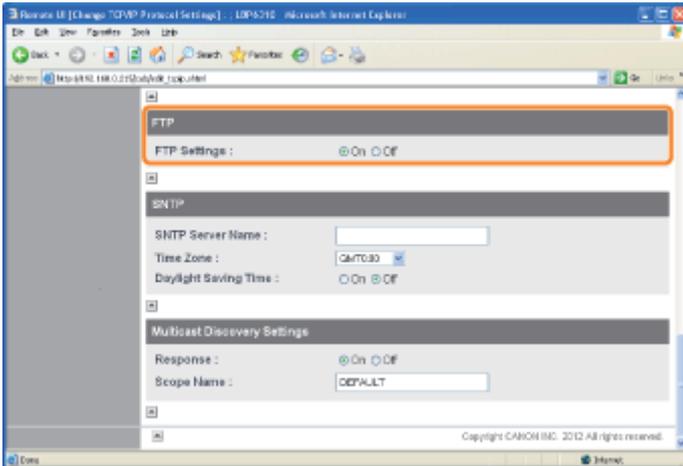
Set [WINS Resolution] to [Off].



Proceed to Step 5 if you do not specify the settings for the other options.

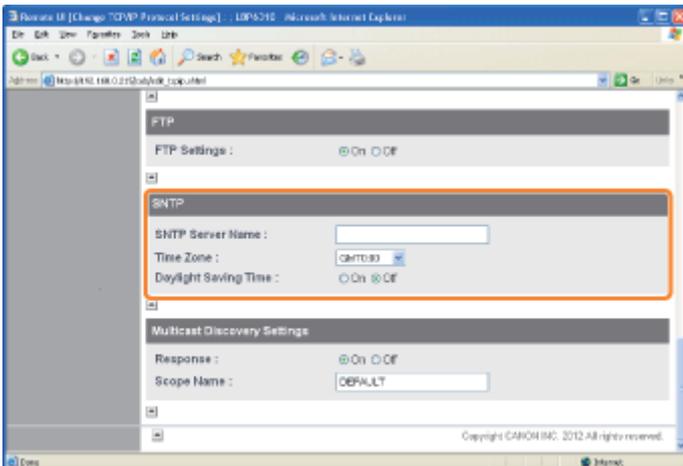
## FTP Settings

Select whether to use the FTP server.



Proceed to Step 5 if you do not specify the settings for the other options.

## Configuring the SNTP Settings (Notifying the printer of the Time via an SNTP Server)



### If the DNS server is configured

1. Enter the server name of the SNTP server in [SNTP Server Name].
2. Select [Time Zone].
3. To set daylight saving time, set [Daylight Saving Time] to [On].

### If the DNS server is not configured

1. Enter the IP address of the SNTP server in [SNTP Server Name].
2. Select [Time Zone].
3. To set daylight saving time, set [Daylight Saving Time] to [On].

### **?** If an SNTP server is not available

You can notify the printer of the time set on the computer using the following procedure.

1. Click [  ] in the Windows task tray, and then select the printer name.
2. Select [Preferences (Administrators)] from the [Options] menu.
3. Select [Always] in [Monitor Printer Status], and then select the [Notify the Printer of the Time] check box.

### NOTE

## Time Zone

The standard time zones of the world are expressed globally in terms of the difference in hours ( $\pm$  up to 12 hours) from GMT\* ( $\pm$  0 hours). A time zone is a region throughout which this time difference is the same.

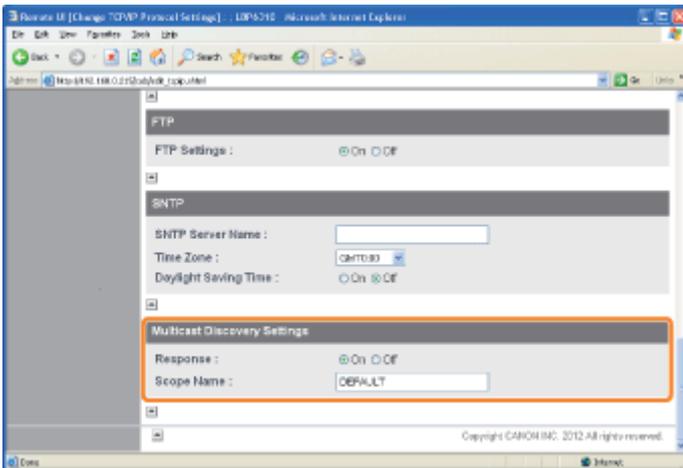
\* The time at the Greenwich Observatory in England is called GMT (Greenwich Mean Time).

## Daylight Saving Time

In some countries and regions, time is advanced throughout the summer season.

 Proceed to Step 5 if you do not specify the settings for the other options.

## Multicast Discovery Settings



### If you want to set the printer so that it responds to searches that use the multicast discovery function

1. Set [Response] to [On].
2. In [Scope Name], enter the scope name to be used when searching for certain devices from utility software, such as NetSpot Device Installer, by multicast.

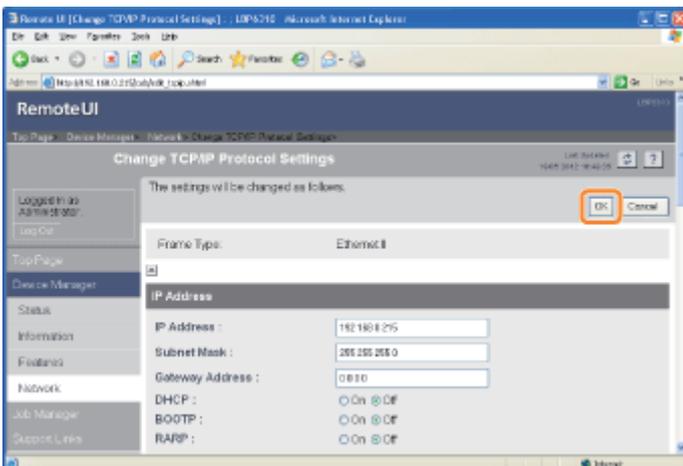
### If you want to set the printer so that it does not respond to searches that use the multicast discovery function

Set [Response] to [Off].

 Proceed to Step 5 if you do not specify the settings for the other options.

## 5

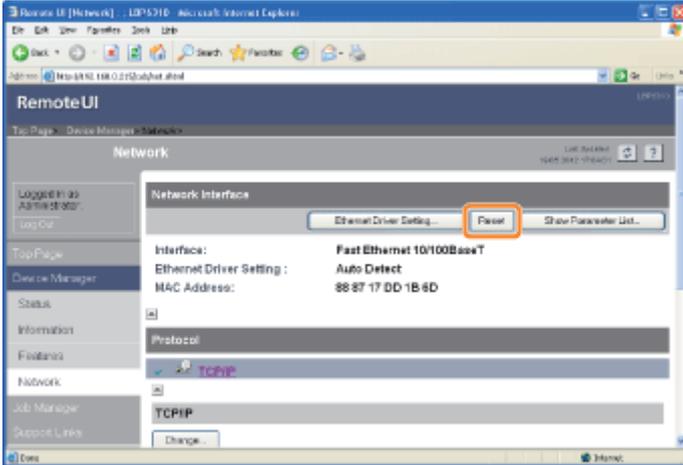
Click [OK].



# 6

## Click [Reset].

After completing the reset, the settings are effective.



## Attention (Protocol Settings)

### When setting the IP address

#### NOTE

##### **If you changed the IP address after installing the printer driver**

Specify the port to be used again in the printer driver.

- ["When Changing the IP Address \(Changing the Port\)"](#)

##### **When using DHCP, BOOTP, or RARP**

- When restarting or resetting the printer, whether the options for which [On] is selected are available is checked, and the IP address is assigned by the method that is determined to be available the soonest. (If the values are specified manually in advance, they overwrite the obtained ones.)
- Because it takes one to two minutes to check whether DHCP, BOOTP, and RARP are available, we recommend that you set the unused protocols to [Off].
- Each server or daemon (the DHCP server, BOOTP daemon, or RARP daemon) must be running on the network.
- Even if you are using DHCP, BOOTP, or RARP, specify the settings for [IP Address], [Subnet Mask], and [Gateway Address] manually. If you cannot obtain information from the servers of DHCP, BOOTP, and RARP, the values specified manually are used.

##### **When using DHCP**

If you cycle the power of the printer, you may not be able to print. This is because a different IP address from the one that was used is assigned.

When using DHCP, consult your network administrator and perform either of the following settings.

- Specifying the DNS Dynamic Update function
- Specifying the settings so that the same IP address is always assigned when the printer starts

### When configuring the DNS Settings

#### IMPORTANT

##### **DNS Dynamic Update**

DNS Dynamic Update is a function that adds the IP address of the device and the names specified as the host name and domain name to the DNS server automatically.

This function can be used in the environment in which a Dynamic DNS server is being used.

##### **When using the DNS Dynamic Update function**

You need to set the IP address, host name, and domain name of the DNS server.

##### **For details on the procedure for setting a port when using DNS**

See ["Values for Setting a Port"](#) or ask your network administrator.

### When configuring the Multicast Discovery Settings

#### NOTE

##### **Multicast discovery**

This is a function that searches for certain devices using Service Location Protocol (SLP).

By using the multicast discovery function, you can search for only the devices whose values in [Scope Name] are verified, using the service location protocol (SLP) from utility software, such as NetSpot Device Installer.

# Changing the Network Transmission Speed or Transfer Mode

Usually, you do not need to change the setting, since the transmission speed and transfer mode of the network are detected automatically.

If the printer cannot communicate with other devices on the network successfully, set the network transmission speed or transfer mode manually.

This section describes the procedure for changing the transmission speed and transfer mode using the Remote UI.

† In the Remote UI, you can change the transmission speed and transfer mode by accessing the printer from a Web browser via a network.

## NOTE

### When changing the transmission speed and transfer mode using software other than the Remote UI

You can also change the transmission speed and transfer mode using the following software.

#### ▣ "FTP Client"

You can change the settings by accessing the FTP server of the printer using Command Prompt.

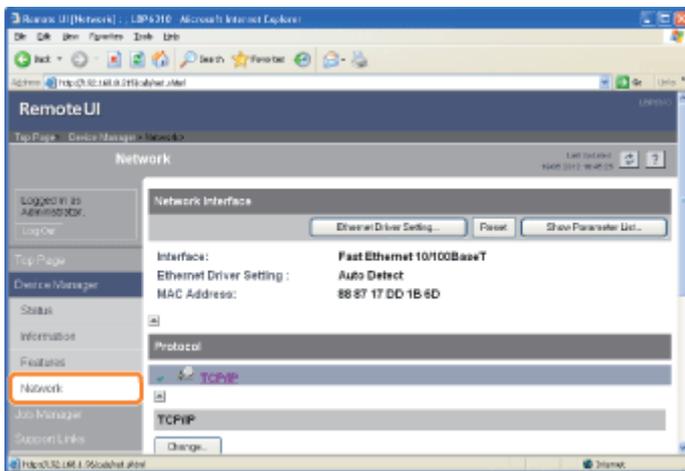
## 1

**Start the Remote UI, and then log in as Administrator.**

▣ "Starting the Remote UI"

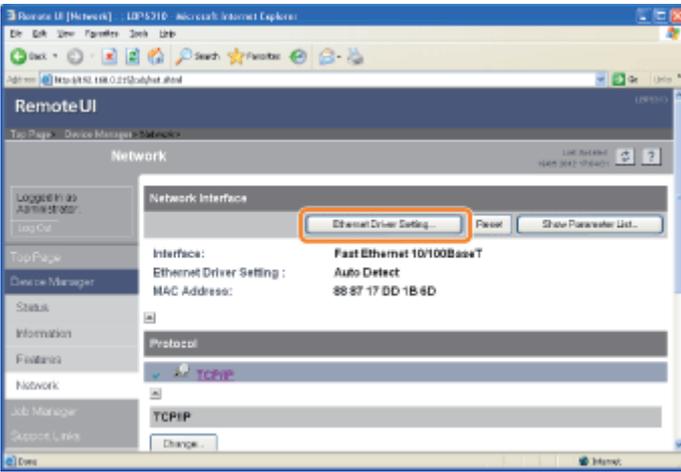
## 2

**Select [Network] from the [Device Manager] menu.**



## 3

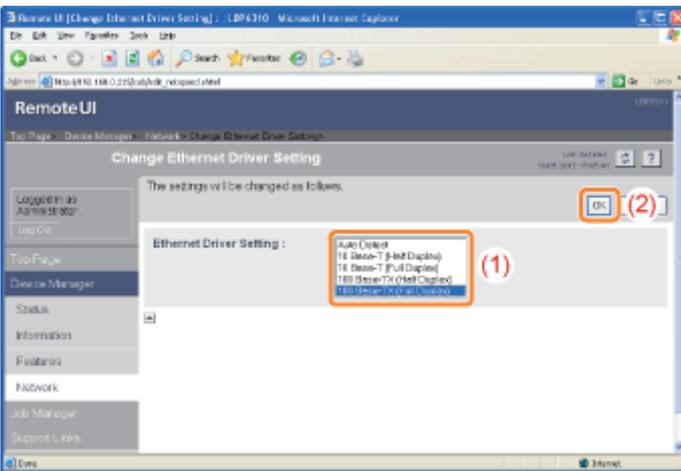
**Click [Ethernet Driver Setting] under [Network Interface].**



## 4

### Change the network transmission speed or transfer mode.

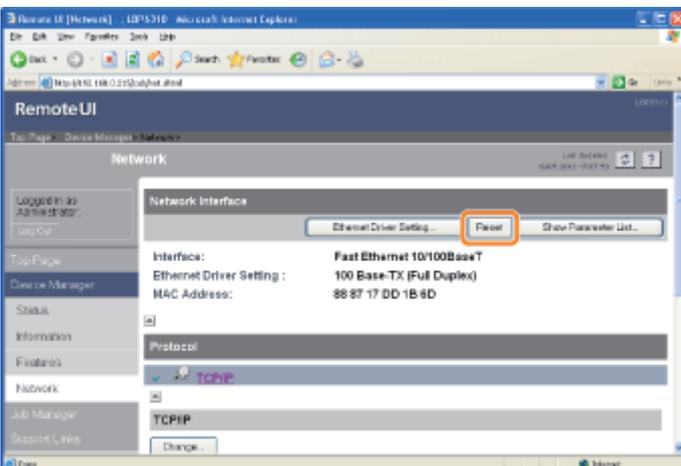
- (1) Select the transmission speed and transfer mode according to your environment.
- (2) Click [OK].



## 5

### Click [Reset].

After completing the reset, the settings are effective.



## Initializing the Network Settings

---

If you want to reset the network settings of the printer to the default values, use any one of the following methods.

### **Initializing Using the Remote UI**

---

You can initialize the settings by accessing the printer from a Web browser via the network.

### **Initializing Using FTP Client**

---

You can initialize the settings by accessing the FTP server of the printer using Command Prompt.

### **Initializing Using NetSpot Device Installer**

---

You can initialize the settings using the Canon software, NetSpot Device Installer, in the supplied CD-ROM.

† Even if none of the above methods work, you can initialize the network settings by using the reset button on the printer.

 ["Initializing Using the Reset Button"](#)

#### **IMPORTANT**

##### **Precautions when initializing the network settings**

Make sure that the printer is not operating before initializing the network settings.

If you initialize the network settings while the printer is printing or receiving data, the received data may not be printed properly, or may result in paper jams or damage to the printer.

#### **NOTE**

##### **About the default values (the settings after initialization)**

 ["Network Setting Items"](#)

# Initializing Using the Remote UI

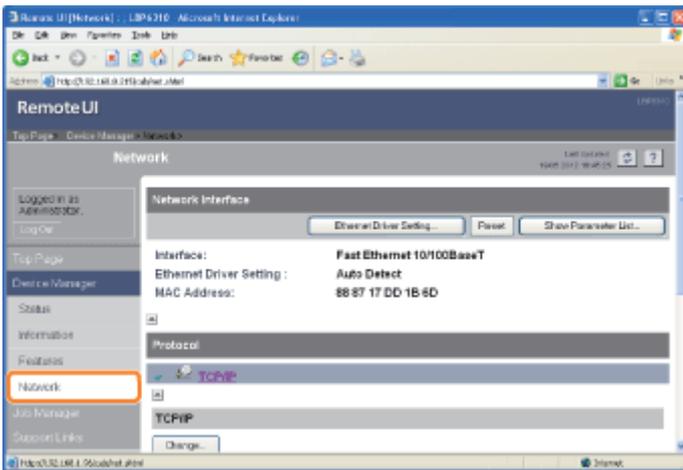
1

Start the Remote UI, and then log in as Administrator.

❖ "Starting the Remote UI"

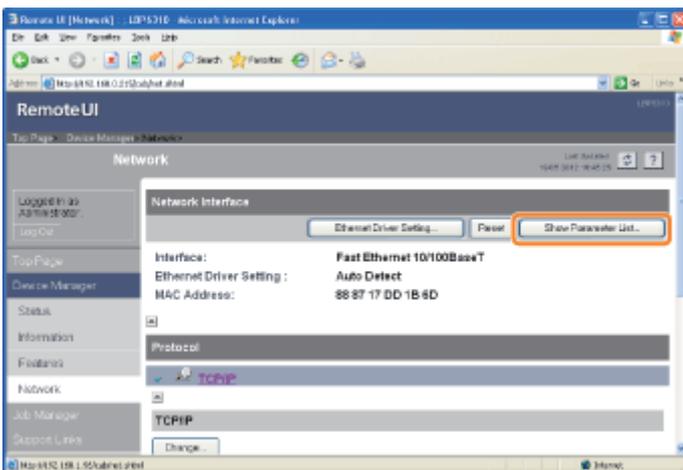
2

Select [Network] from the [Device Manager] menu.



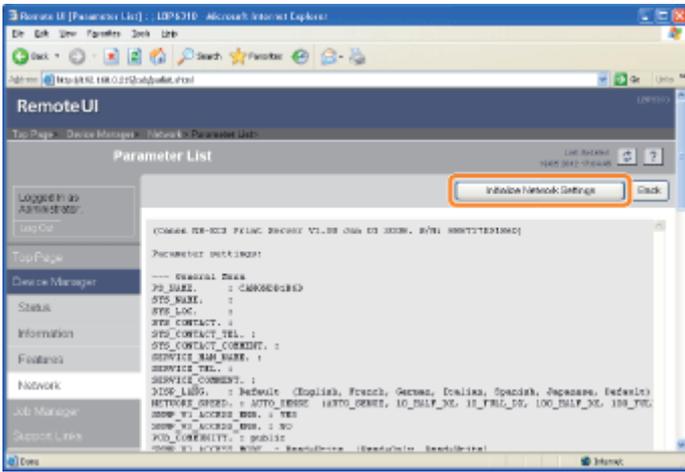
3

Click [Show Parameter List] under [Network Interface].



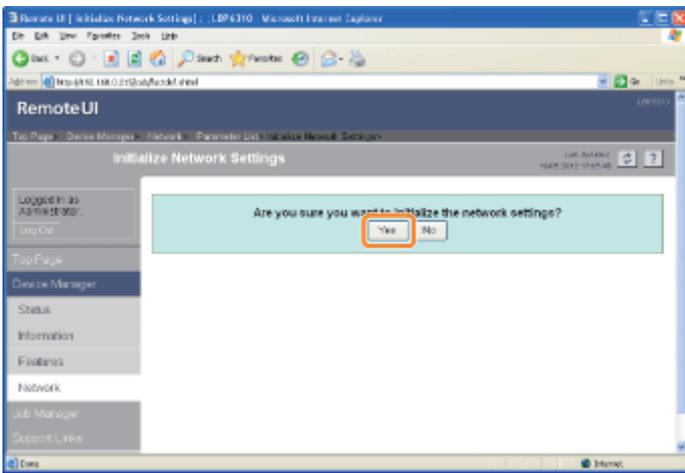
4

Click [Initialize Network Settings].



## 5

Clicking [Yes] initializes the network settings.



## Initializing Using FTP Client

### 1

#### Run Command Prompt.

From the [Start] menu, select [All Programs] or [Programs] → [Accessories] → [Command Prompt].

### 2

#### Enter "ftp <the IP address of the printer>", then press the [ENTER] key on your keyboard.

- **Input Example:** "ftp 192.168.0.215"

#### If you are not sure about the IP address of the printer

Refer to Network Status Print ([↗ "Checking the Printer Settings"](#)) or ask your network administrator.

### 3

#### Enter "root" as the user name, then press the [ENTER] key on your keyboard.

### 4

#### Enter the administrator password, then press the [ENTER] key on your keyboard.

If the administrator password is not specified yet, do not enter any value, but press the [ENTER] key on your keyboard.

### 5

#### Enter "get defaults", then press the [ENTER] key on your keyboard.

→ The defaults file (the list of the default values of the network settings) is downloaded.

### 6

#### Enter "put defaults CONFIG", then press the [ENTER] key on your keyboard.

### 7

#### Enter "get reset", then press the [ENTER] key on your keyboard.

→ After completing the reset, the network settings are initialized.

### 8

#### Enter "quit", then press the [ENTER] key on your keyboard.

# 9

**Enter "exit", then press the [ENTER] key on your keyboard.**

→ Command Prompt closes.

---

# Initializing Using NetSpot Device Installer

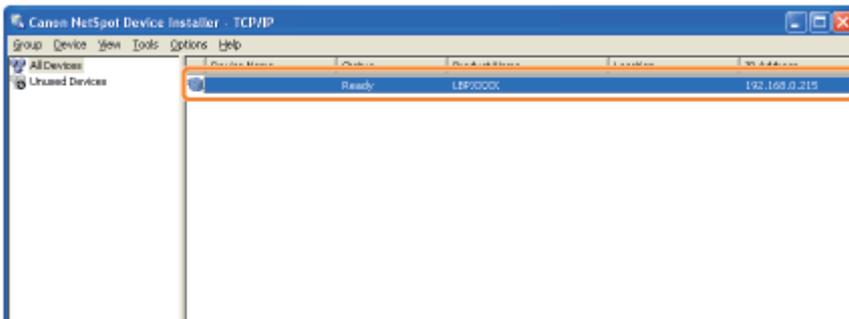
1

**Run NetSpot Device Installer.**

❏ "Using NetSpot Device Installer"

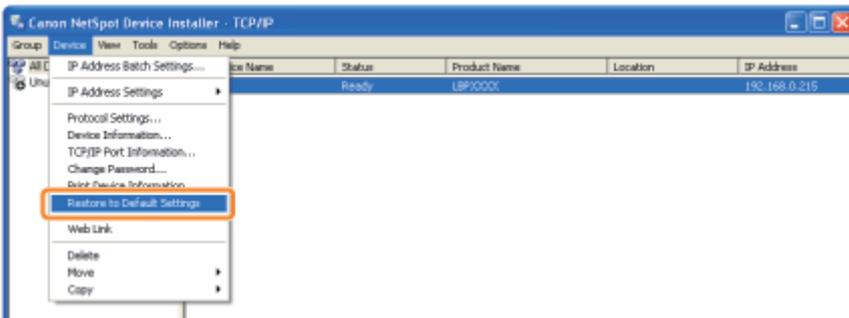
2

**Select the printer for which you want to initialize the network settings.**



3

**From the [Device] menu, select [Restore to Default Settings].**



4

**Clicking [Yes] initializes the network settings.**



5

**Perform the following procedure.**

**If the message <The device has been reset.> appears**

Click [OK].

**If the message <Turn the device off and then on again.> appears**

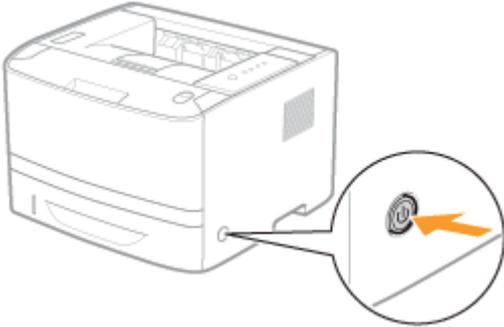
Click [OK], and then cycle the power of the printer.

---

## Initializing Using the Reset Button

**1**

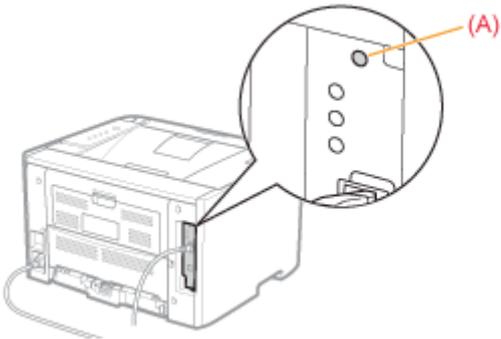
**Turn the printer OFF.**



**2**

**Turning ON the printer while pressing the reset button (A) initializes the network settings.**

Press the reset button with the tip of a ball-point pen and so on.



## Network Setting Items

### NOTE

#### About the item names

In the following table, the characters shown in parentheses are exclusively for FTP Client.  
For example, "Device Name (SYS\_NAME)" is displayed differently as follows, depending on the software.

- Remote UI: [Device Name]
- NetSpot Device Installer: [Device Name]
- Config file of FTP Client: [SYS\_NAME]

## General Settings

: Can be specified     : Cannot be specified

Item	Description	Default Setting	Remote UI	FTP Client	NetSpot Device Installer
(PS_NAME)	The name of the network interface (The name is fixed at the default setting.)	CANONXXXXXX	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
[Device Name] (SYS_NAME)	The name of the printer (0 to 32 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[Location] (SYS_LOC)	The installation site of the printer (0 to 32 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[Administrator] (SYS_CONTACT)	The name of the administrator of the printer (0 to 32 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[Phone] (SYS_CONTACT_TEL)	The telephone number of the administrator of the printer (0 to 32 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>
[Comments] (SYS_CONTACT_COMMENT)	Comments from the administrator of the printer (0 to 32 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>
(SERVICE_MAN_NAME)	The name of the service person (0 to 32 characters)	(Blank)	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>
(SERVICE_TEL)	The telephone number of the service person (0 to 32 characters)	(Blank)	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>
(SERVICE_COMMENT)	Comments from the service person (0 to 32 characters)	(Blank)	<input type="checkbox"/>	<input type="radio"/>	<input type="checkbox"/>
[Display Language] (DISP_LANG)	The language displayed in the Remote UI (English, French, German, Italian, Spanish, Japanese,	Default	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>

	Default)				
[Administrator Password] (ROOT_PWD)	The password of the printer (0 to 15 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[Ethernet Driver Setting] (NETWORK_SPEED)	The network transmission speed or transfer mode (AUTO_SENSE, 10_HALF_DX, 10_FULL_DX, 100_HALF_DX, 100_FULL_DX)	AUTO_SENSE	<input type="radio"/>	<input type="radio"/>	—
[SNMP v. 1] (SNMP_V1_ACCESS_ENB)	Access using the SNMP v. 1 protocol	YES	<input type="radio"/>	<input type="radio"/>	—
[SNMP v. 3] (SNMP_V3_ACCESS_ENB)	Access using the SNMP v. 3 protocol	NO	<input type="radio"/>	<input type="radio"/>	—
[Community Name] (PUB_COMMUNITY)	The community name of SNMP (0 to 32 characters)	public	<input type="radio"/>	<input type="radio"/>	—
[Access Rights] (SNMP_V1_ACCESS_MODE)	The operation mode of the SNMP v. 1 agent (Read-only or Read-Write)	Read-Write	<input type="radio"/>	<input type="radio"/>	—
[Restrict SNMP Monitoring/Setting Changes] (SNMP_CONT_ENB)	Whether to restrict users who can monitor or change the SNMP settings	NO	<input type="radio"/>	<input type="radio"/>	—
[Permit Specified Addresses] [Reject Specified Addresses] (SNMP_CONT_MODE)	Accept or reject monitoring and changing of settings using the SNMP protocol for users specified in [IP Addresses] (Accept, Reject)	Accept	<input type="radio"/>	<input type="radio"/>	—
[IP Addresses] (SNMP_CONT_LIST)	The IP addresses specified to restrict monitoring and changing the SNMP setting	(Blank)	<input type="radio"/>	<input type="radio"/>	—

## Security Settings

: Can be specified    — : Cannot be specified

Item	Description	Default Setting	Remote UI	FTP Client	NetSpot Device Installer
[Restrict TCP/IP Printing] (TCP_CONT_ENB)	Whether to restrict the users who can print	NO	<input type="radio"/>	<input type="radio"/>	—
[Permit Specified Addresses] [Reject Specified Addresses] (TCP_CONT_MODE)	Accept or reject print jobs from users specified in [IP Addresses] (Accept, Reject)	Accept	<input type="radio"/>	<input type="radio"/>	—
[IP Addresses] (TCP_CONT_LIST)	The IP addresses rejected to perform TCP/IP printing	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[Restrict Multicast Discovery] (SLP_CONT_ENB)	Whether to restrict the users who can perform the multicast discovery	NO	<input type="radio"/>	<input type="radio"/>	—
[Respond to Specified IP Addresses]	Accept or reject the response to multicast				

[Do Not Respond to Specified Addresses] (SLP_CONT_MODE)	discovery searches performed by users specified in [IP Addresses] (Accept, Reject)	Accept	<input type="radio"/>	<input type="radio"/>	—
[IP Addresses] (SLP_CONT_LIST)	The IP addresses rejected to perform the multicast discovery	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[Restrict MAC Address Access] (MAC_CONT_ENB)	Whether to restrict the users who can access	NO	<input type="radio"/>	<input type="radio"/>	—
[Permit Specified Addresses] [Reject Specified Addresses] (MAC_CONT_MODE)	Accept or reject access from the users specified in [MAC Addresses] (Accept, Reject)	Accept	<input type="radio"/>	<input type="radio"/>	—
[MAC Addresses] (MAC_CONT_LIST)	The MAC addresses permitted or rejected to access	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[Access Logs] (SEC_LOG_ENB)	Whether to obtain security access logs	NO	<input type="radio"/>	<input type="radio"/>	—
[Log Types] (SEC_LOG_KIND)	Security access logs to obtain 0: No Access Log to Obtain 1: Rejected TCP/IP Print Jobs 2: Rejected SNMP Monitoring/Setting Changes 3: Rejected TCP/IP Print Jobs and Rejected SNMP Monitoring/Setting Changes 4: Rejected Multicast Discoveries 5: Rejected TCP/IP Print Jobs and Rejected Multicast Discoveries 6: Rejected SNMP Monitoring/Setting Changes and Rejected Multicast Discoveries 7: Access All the Logs	0	<input type="radio"/>	<input type="radio"/>	—
[Link] (LINK_NAME1) (LINK_NAME2)	The links displayed in [Support Links] in the Remote UI (0 to 32 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[URL] (LINK_URL1) (LINK_URL2)	The URL displayed in [Support Links] in the Remote UI (0 to 128 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[Comments] (LINK_COMMENT1) (LINK_COMMENT2)	The comments displayed in [Support Links] in the Remote UI (0 to 64 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[Link]	The links displayed in [Support Links] in the Remote UI	Download	<input type="radio"/>	<input type="radio"/>	—

(DOWNLOAD_SITE_NAME)	(0 to 32 characters)	Service			
[URL] (DOWNLOAD_SITE_URL)	The URL displayed in [Support Links] in the Remote UI (0 to 128 characters)	http://www.canon.com/	<input type="radio"/>	<input type="radio"/>	—
[Comments] (DOWNLOAD_SITE_COMMENT)	The comments displayed in [Support Links] in the Remote UI (0 to 64 characters)	Update firmware	<input type="radio"/>	<input type="radio"/>	—

## TCP/IP Settings

: Can be specified    — : Cannot be specified

Item	Description	Default Setting	Remote UI	FTP Client	NetSpot Device Installer
[Frame Type] (TCP_FRAME_TYPE)	The frame type used by TCP/IP (The frame type is fixed at [Ethernet II].)	Ethernet II	—	—	—
(G_ARP_ENB)	Whether to use the Gratuitous ARP function	YES	—	<input type="radio"/>	—
[IP Address] (INT_ADDR)	The IP address of the printer	192.168.0.215	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[Subnet Mask] (NET_MASK)	Subnet mask	255.255.255.0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[Gateway Address] (DEF_ROUT)	Gateway address	0.0.0.0	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[FTP Settings] (FTP_ENB)	Whether to use the FTP server	YES	<input type="radio"/>	<input type="radio"/>	—
[Restrict User FTP Access] (FTP_LIMIT_GENUSR)	Whether to restrict the FTP access from end-users	NO	<input type="radio"/>	<input type="radio"/>	—
[DHCP] (DHCP_ENB)	Whether to use DHCP for the IP address setting	NO	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[Acquire Host Name] (DHCP_OPT12_ENB)	Whether to use the DHCP option 12 to obtain the host name	YES	<input type="radio"/>	<input type="radio"/>	—
[DNS Dynamic Update] (DHCP_OPT81_ENB)	Whether to use the DHCP option 81 to register the host name from the DHCP server to the DNS server	YES	<input type="radio"/>	<input type="radio"/>	—
[BOOTP] (BOOTP_ENB)	Whether to use BOOTP for the IP address setting	NO	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[RARP] (RARP_ENB)	Whether to use RARP for the IP address setting	NO	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
[Primary DNS Server Address] (DNS_ADDR)	The IP address of the primary DNS server	0.0.0.0	<input type="radio"/>	<input type="radio"/>	—
[Secondary DNS Server Address]	The IP address of the	0.0.0.0	<input type="radio"/>	<input type="radio"/>	—

(DNS_ADDR2)	secondary DNS server				
[DNS Dynamic Update] (DDNS_ENB)	Whether to register the printer in DNS dynamically	NO	<input type="radio"/>	<input type="radio"/>	—
[DNS Dynamic Update Time] (DDNS_INTERVAL)	The time interval to regularly register the host name to the DNS server (0 to 48 hours)	24 hours	<input type="radio"/>	<input type="radio"/>	—
[DNS Host Name] (HOST_NAME)	The host name of the printer (0 to 63 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[DNS Domain Name] (DOMAIN_NAME)	The name of the domain to which the printer belongs (0 to 64 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[WINS Resolution] (WINS_ENB)	Whether to use WINS Resolution	YES	<input type="radio"/>	<input type="radio"/>	—
[WINS Server Address] (WINS_ADDR1)	The WINS server address	0.0.0.0	<input type="radio"/>	<input type="radio"/>	—
[WINS Host Name] (WINS_HOSTNAME)	Registration of the WINS host name (0 to 15 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[Scope ID] (NBT_SCOPE_ID)	The identifier for determining the communication range of the printer and computer (0 to 220 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	—
[SNTP Server Name] (SNTP_ADDR)	The IP address or name of the SNTP server (0 to 64 characters)	(Blank)	<input type="radio"/>	<input type="radio"/>	—
(SNTP_CHECK_INTERVAL)	The time interval for SNTP updates (10 min, 30 min, 1 hour, 3 hours, 6 hours, 12 hours, or 24 hours)	1hour	—	<input type="radio"/>	—
[Multicast Discovery Settings] (SLP_ENB)	Whether to respond to multicast discovery searches	YES	<input type="radio"/>	<input type="radio"/>	—
[Scope Name] (SLP_SCOPE)	The scope name to be used in multicast discovery (0 to 32 characters)	DEFAULT	<input type="radio"/>	<input type="radio"/>	—
(HTTP_ENB)	Whether to enable the Remote UI	YES	—	<input type="radio"/>	—
[Time Zone] (TIME_ZONE)	Time Zone	GMT + 0:00	<input type="radio"/>	<input type="radio"/>	—
[Daylight Saving Time] (DAYLIGHT_SAVING)	Whether to set the daylight saving time	NO	<input type="radio"/>	<input type="radio"/>	—

# When Changing the IP Address (Changing the Port)

If you changed the IP address or name of the printer (the DNS name to be registered on the DNS server) after installing the printer driver, you need to change the port to be used in the printer driver.

† You cannot print unless you change the port.

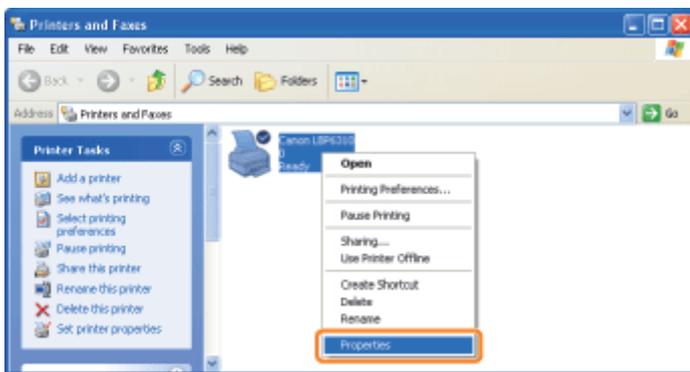
## 1

**Open the printer folder.**

➤ "Basic Operations/Various Information for Windows"

## 2

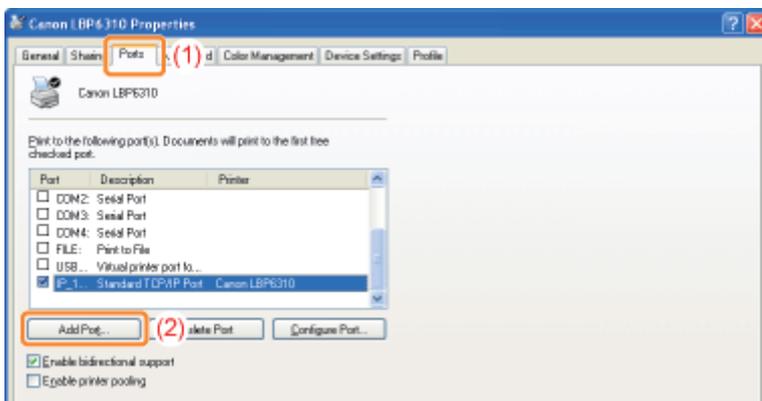
**Right-click the icon for this printer, and then select [Properties] or [Printer properties] from the pop-up menu.**



## 3

**Perform the following procedure.**

- (1) Display the [Ports] sheet.
- (2) Click [Add Port].

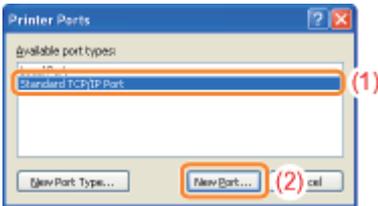


## 4

**Select the port type.**

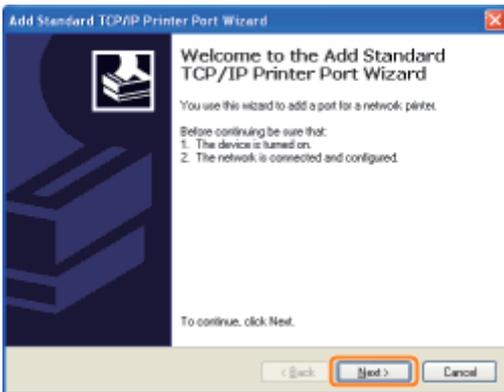
- (1) Select [Standard TCP/IP Port].

(2) Click [New Port].



## 5

Click [Next].



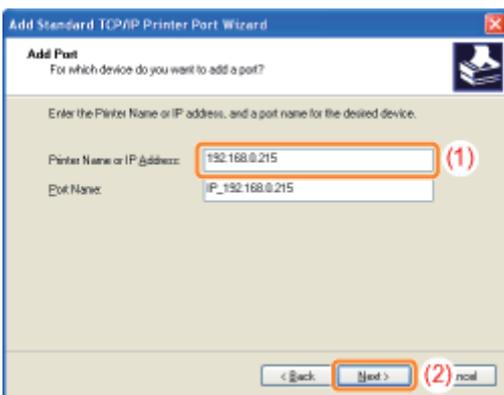
## 6

Enter the new IP address or name of the printer.

(1) Enter the IP address or name\* of the new printer in [Printer Name or IP Address].

\* The DNS name to be registered on the DNS server (up to 78 characters)

(2) Click [Next].



### **? If you are not sure about the value to be entered in [Printer Name or IP Address]**

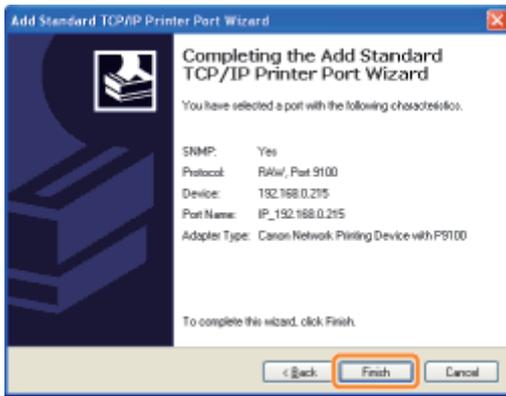
The value to be entered varies depending on how the IP address of the printer was set. For more details, see "[Values for Setting a Port](#)" or ask your network administrator.

### **? If the printer is not detected**

Follow the on-screen instructions and search again for the printer, or see "[Basic Operations/Various Information for Windows](#)" and specify [Device Type].

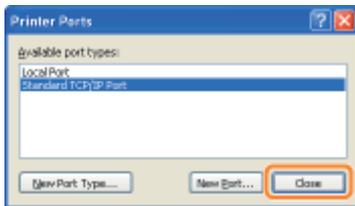
## 7

Click **[Finish]**.



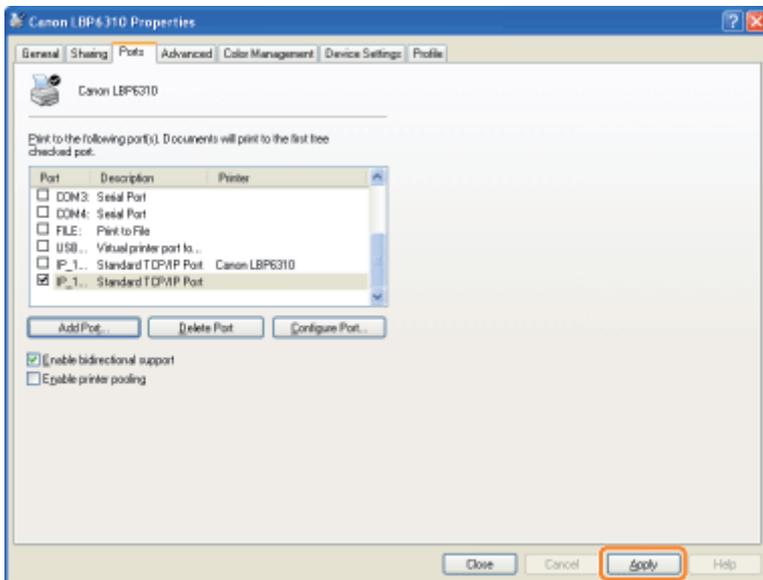
8

Click **[Close]**.



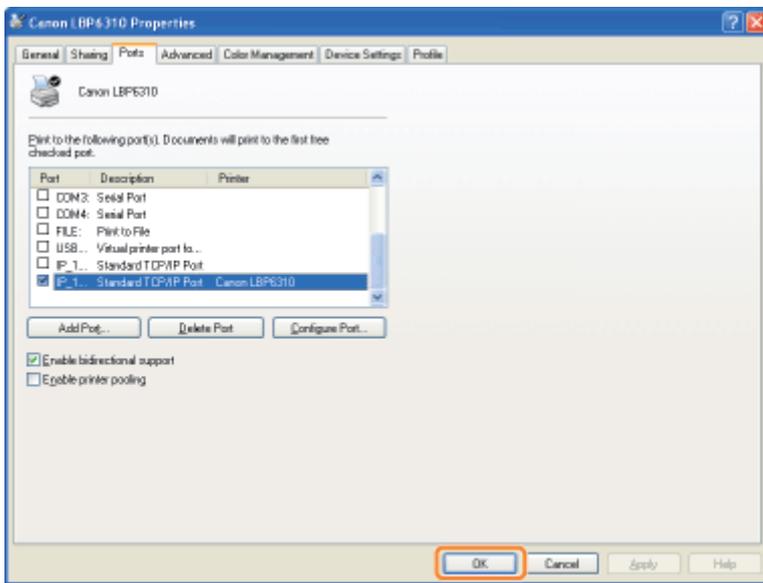
9

Click **[Apply]**.



10

Click **[OK]**.



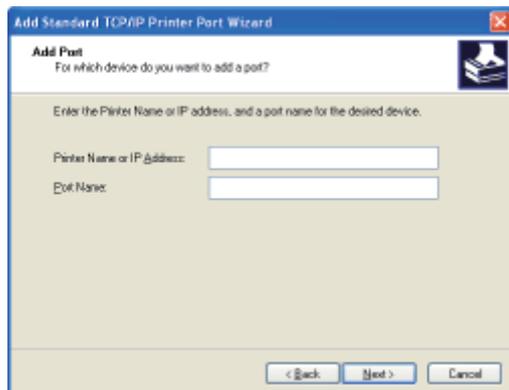
**NOTE**

**Deleting an unnecessary port**

Select the port you want to delete on the [Ports] sheet, and then click [Delete Port].

## Values for Setting a Port

Depending on the method for setting the IP address of the printer, the value to be entered in [Printer Name or IP Address] on the following screen displayed in the process of port setting varies.



### If you want to set the IP address to be assigned to the printer manually (If you know the IP address to use)

- Enter the IP address in [Printer Name or IP Address].
- If you want to set the IP address using the DNS server, specify the DNS settings for the printer. Then, enter the printer name (the DNS name registered on the DNS server) within up to 78 characters in [Printer Name or IP Address]. For example, enter the printer name as "AAA.BBB.com" if you specified the host name as "AAA" and the domain name as "BBB.com". However, enter "AAA.CCC.com" if you can obtain the domain name (CCC.com) simultaneously when you obtain the IP address from DHCP and so on.

### If you want to set the IP address to be assigned to the printer using DHCP and so on

- Specify the settings such as the DHCP settings so that the same IP address is always assigned to the printer when you start the printer. For more details, see "If you want to set the IP address to be assigned to the printer manually" above.
- If a different IP address is assigned to the printer each time the printer starts, specify the DNS settings for the printer first. Then, enter the printer name (the DNS name registered on the DNS server) within up to 78 characters in [Printer Name or IP Address]. For example, enter the printer name as "AAA.BBB.com" if you specified the host name as "AAA" and the domain name as "BBB.com". However, enter "AAA.CCC.com" if you can obtain the domain name (CCC.com) simultaneously when you obtain the IP address from DHCP and so on.

#### NOTE

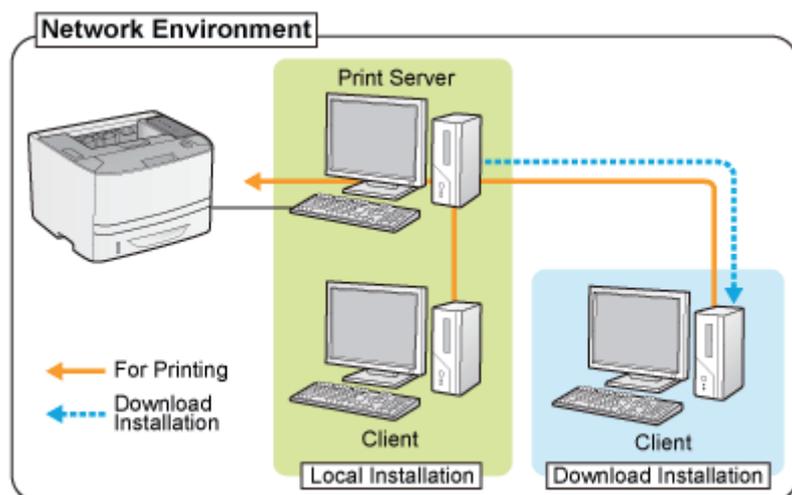
##### **About the DNS settings**

See "[Configuring the Protocol Settings.](#)"

## If You Use the Printer in the Print Server Environment

If you use the printer in the print server environment, you can perform printing from other computers (clients) that are not directly connected to this printer.

† The computer directly connected to the printer is called "print server", and the other computers which use the printer via the print server are called "clients."



Also, if you set the print server, you can manage the printer efficiently as follows.

- You can manage all the clients' jobs on the print server.
- Clients can download and install the printer driver from the print server. (The CD-ROM is not required.)

If you want to use the printer in the print server environment, perform any one of the following tasks.

### If your computer is the print server

#### 1. Install the printer driver.

➤ ["Installing the Printer Driver"](#)

† If the printer driver is already installed, you do not need to install it.

† You can connect the printer and the print server using a USB cable or LAN cable. Select a connecting method according to your environment.

#### 2. Configure the print server.

➤ ["Configuring the Print Server"](#)

### If your computer is a client computer

#### Install the printer driver.

There are two ways to install the printer driver on client computers: Local installation and download installation.

##### <Local Installation>

You can install the printer driver using the supplied CD-ROM.

➤ ["Easy Installation"](#)

##### <Download Installation>

You can install the printer driver without using the supplied CD-ROM, but by downloading the printer driver from the print server. There are the following two ways to download and install the printer driver.

➤ ["Installing from the Printer Folder"](#)

➤ ["Installing from \[Windows Explorer\]"](#)

📌 **NOTE**

### **Precautions when downloading and installing the printer driver**

If a 64-bit operating system is running on the print server, the download installation for a client computer on which any of the following 32-bit operating systems is running is not supported due to the Windows restriction.

- Windows XP (on which no service pack or SP1 is installed)
- Windows Server 2003 (on which no service pack is installed)

† If you download and install the printer driver on any of the above 32-bit operating systems, you may fail to install the driver and may not be able to open the printing preferences dialog box.

# Configuring the Print Server

Before configuring the print server, check the settings of your network environment.

➤ "Checking the Settings of Your Network"

## 1

**Open the printer folder.**

➤ "Basic Operations/Various Information for Windows"

## 2

**Display the [Sharing] sheet.**

Windows XP Windows Vista Windows Server 2003 Windows Server 2008

Right-click the icon for this printer, and then select [Sharing] from the pop-up menu.

Windows 7 Windows Server 2008 R2

1. Right-click the icon for this printer, and then select [Printer properties] from the pop-up menu.
2. Display the [Sharing] sheet.

## 3

**Perform the following procedure.**

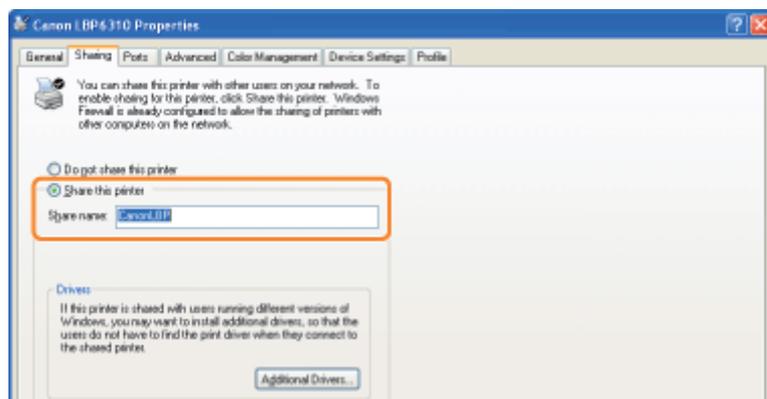
Windows XP Windows Server 2003

Select [Share this printer]. Change [Share name] as needed.

Windows Vista Windows 7 Windows Server 2008

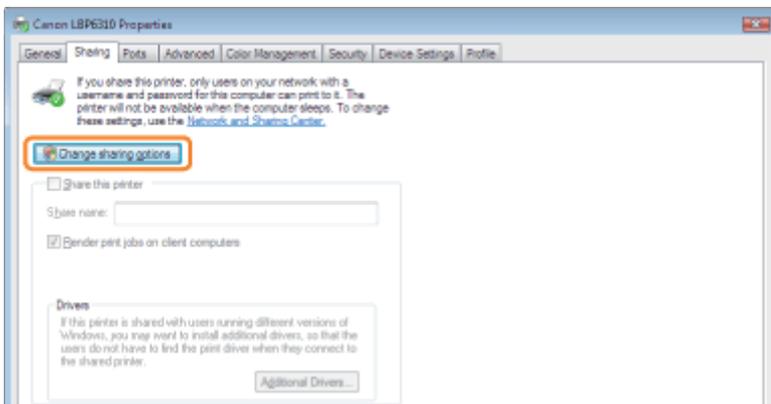
Select the [Share this printer] check box. Change [Share name] as needed.

† Do not use spaces or special characters for the share name.



### ? If [Change sharing options] appears

Click [Change sharing options].



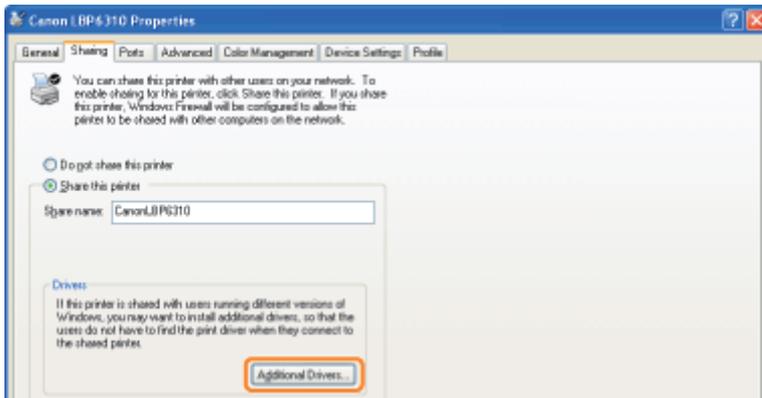
If the [User Account Control] dialog box appears, click [Continue].

Next, install the additional driver using the following procedure.

## 4

**Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer, and then click [Additional Drivers].**

If CD-ROM Setup appears, click [Exit].



### NOTE

#### **When updating an additional driver (replacement driver)**

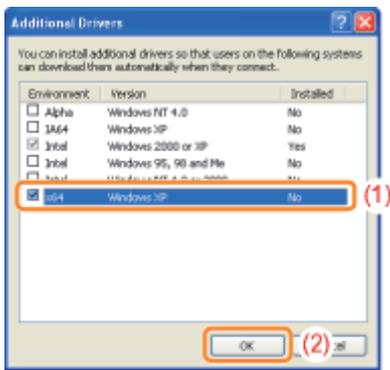
Perform the following procedure.

1. Uninstall the printer driver on the print server.
  - ❖ ["Uninstalling the Printer Driver"](#)
2. Install the new printer driver on the print server.
  - ❖ ["Installing the Printer Driver"](#)
3. Reinstall the additional driver.

## 5

**Select the additional driver.**

- (1) Select the additional driver.\*
- (2) Click [OK].



\* Select the additional driver as follows according to the operating system on the print server.

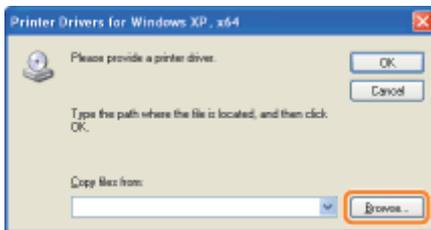
Print Server	Additional Driver to Be Selected
32-bit operating system	Select the [x64] check box.
64-bit operating system (Windows XP and Server 2003)	Select the check box for [Windows XP and Windows Server 2003] in the [Version] column.
64-bit operating system (Windows Vista, 7, and Server 2008)	Select the check box for [x86] in the [Processor] column.

**?** If you are not sure whether you are using a 32-bit operating system or 64-bit operating system (Windows Vista, 7, and Server 2008)

➤ ["Basic Operations/Various Information for Windows"](#)

## 6

Click **[Browse]**.



## 7

Open the folder in which the printer driver is included.

**If a 32-bit operating system is running on the print server**

Open the folders in the supplied CD-ROM: [English] - [x64] - [Driver].

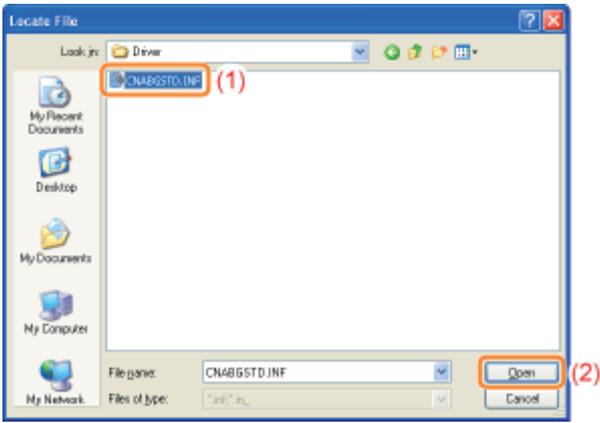
**If a 64-bit operating system is running on the print server**

Open the folders in the supplied CD-ROM: [English] - [32bit] - [Driver].

## 8

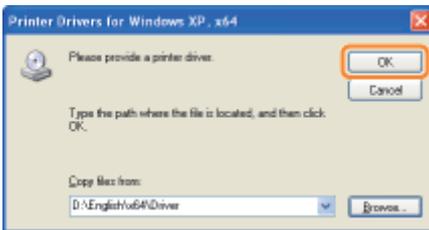
Open the **INF** file.

- (1) Select the INF file.
- (2) Click [Open].



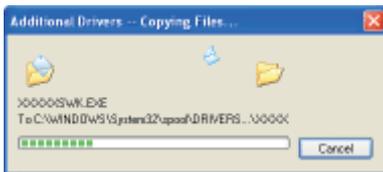
## 9

Click [OK].



→ Installation of the additional driver starts. Wait until the following screen disappears.

↑ When the following screen disappears, you can remove the CD-ROM.

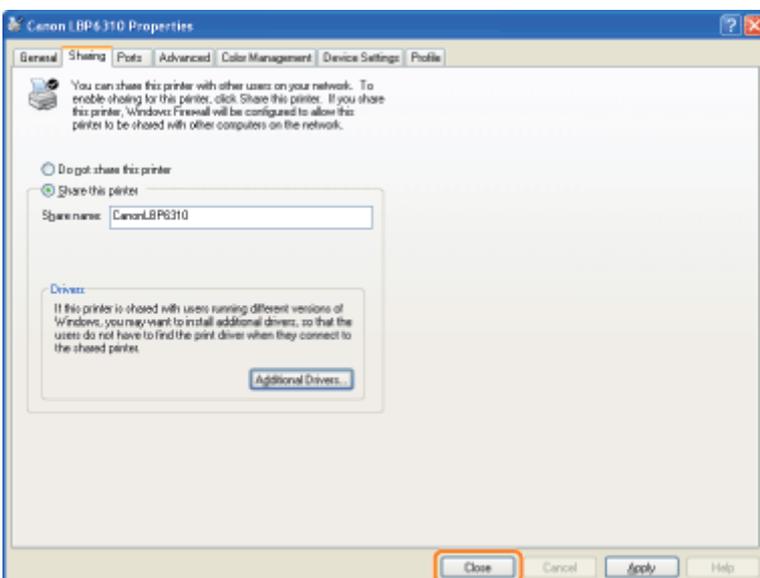


**?** If the [User Account Control] dialog box appears

Click [Yes].

## 10

Click [Close] or [OK].



→ The printer icon changes to the shared printer icon.



## **IMPORTANT**

### **To clear the printer sharing settings**

Clear it using the following procedure.

**Windows XP** **Windows Server 2003**

Select [Do not share this printer] in the [Sharing] sheet.

**Windows Vista** **Windows 7** **Windows Server 2008**

Clear the [Share this printer] check box in the [Sharing] sheet.

- † If [Change sharing options] appears, click [Change sharing options].  
If the [User Account Control] dialog box appears, click [Continue].

# Checking the Settings of Your Network

Before configuring the print server, check the settings of your network environment using the following procedure.

## 1

**Perform the following procedure.**

### Windows XP

From the [Start] menu, select [Control Panel], and then click [Network and Internet Connections] → [Network Connections].

### Windows Vista

From the [Start] menu, select [Control Panel], and then click [View network status and tasks] → [Manage network connections].

### Windows 7 Windows Server 2008 R2

From the [Start] menu, select [Control Panel], and then click [View network status and tasks] → [Change adapter settings].

### Windows Server 2003

From the [Start] menu, select [Control Panel] → [Network Connections] → [Local Area Connection].

### Windows Server 2008

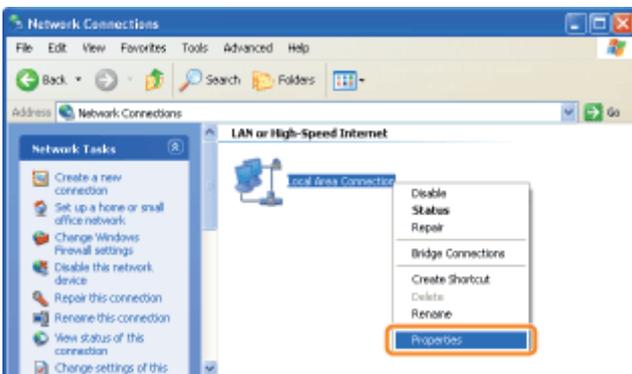
From the [Start] menu, select [Control Panel], double-click [Network and Sharing Center], and then click [Manage network connections].

## 2

**Display the [Local Area Connection Properties] dialog box.**

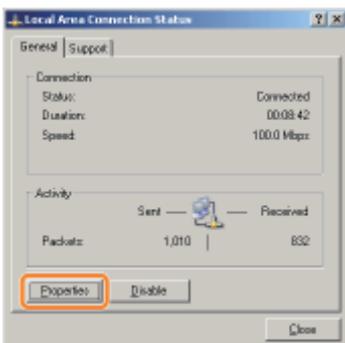
### Windows XP Windows Vista Windows 7 Windows Server 2008

Right-click the [Local Area Connection] icon, then select [Properties] from the pop-up menu.



### Windows Server 2003

Click [Properties].



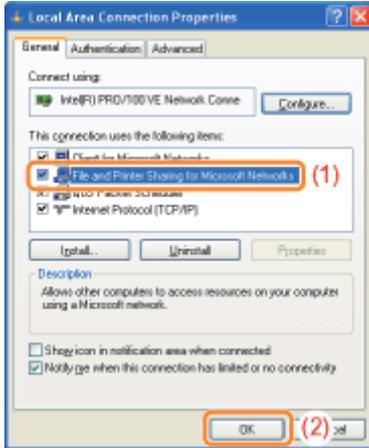
### **?** If the [User Account Control] dialog box appears

Click [Continue] or [Yes].

### 3

**Make sure that [File and Printer Sharing for Microsoft Networks] is selected.**

- (1) Make sure that the [File and Printer Sharing for Microsoft Networks] check box is selected.  
(If the check box is not selected, select it.)
- (2) Click [OK].



#### NOTE

##### **If you are using Windows XP**

You cannot configure the print server with the operating system default settings (the settings immediately after installation).

Before configuring the print server, run [Network Setup Wizard] to enable the printer sharing settings.

For more details, see Windows Help.

## Installation on Clients

---

There are two ways to install the printer driver on client computers: Local installation and download installation.

### Local Installation

---

You can install the printer driver using the supplied CD-ROM.

- "Easy Installation"

### Download Installation

---

You can install the printer driver without using the supplied CD-ROM, but by downloading the printer driver from the print server. There are the following two ways to download and install the printer driver.

- "Installing from the Printer Folder"
- "Installing from [Windows Explorer]"

#### NOTE

##### **Precautions when downloading and installing the printer driver**

If a 64-bit operating system is running on the print server, the download installation for a client computer on which any of the following 32-bit operating systems is running is not supported due to the Windows restriction.

- Windows XP (on which no service pack or SP1 is installed)
- Windows Server 2003 (on which no service pack is installed)

† If you download and install the printer driver on any of the above 32-bit operating systems, you may fail to install the driver and may not be able to open the printing preferences dialog box.

# Installing from the Printer Folder

The procedure for installing the printer driver from the printer folder varies depending on your operating system. See the following according to your operating system.

- ❖ Windows Vista, 7, and Server 2008
- ❖ Windows XP and Server 2003

## Windows Vista, 7, and Server 2008

1

**Turn the computer on, and then log on to Windows.**

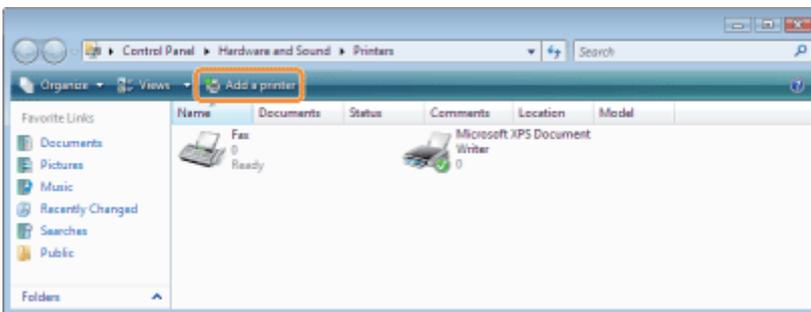
2

**Open the printer folder.**

- ❖ "Basic Operations/Various Information for Windows"

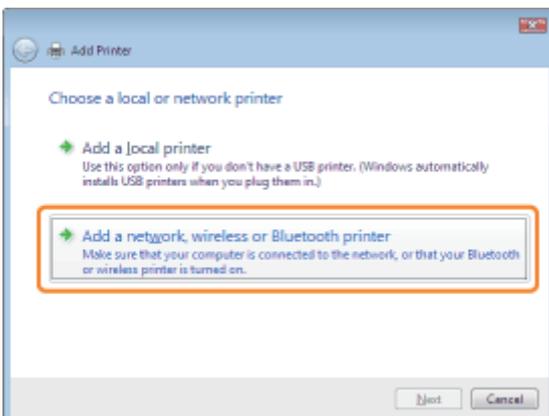
3

**Click [Add a printer].**



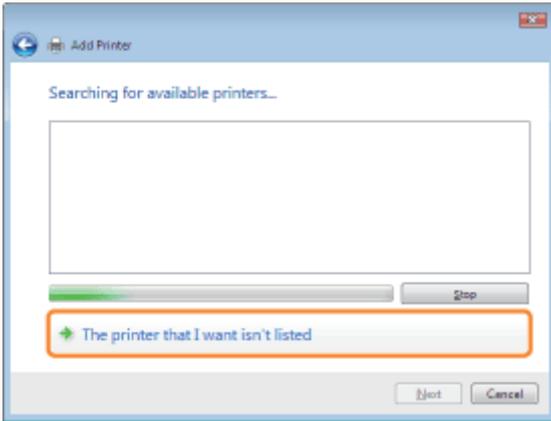
4

**Click [Add a network, wireless or Bluetooth printer].**



# 5

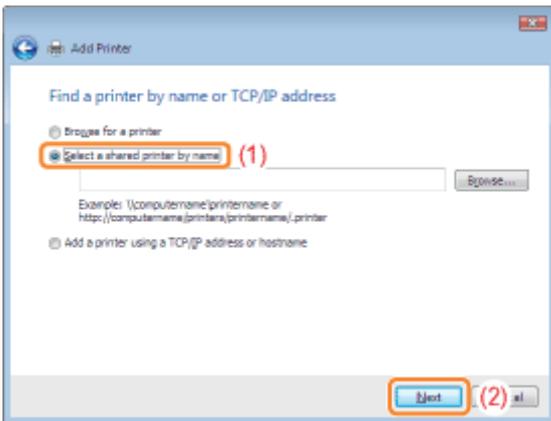
Click [The printer that I want isn't listed].



# 6

Perform the following procedure.

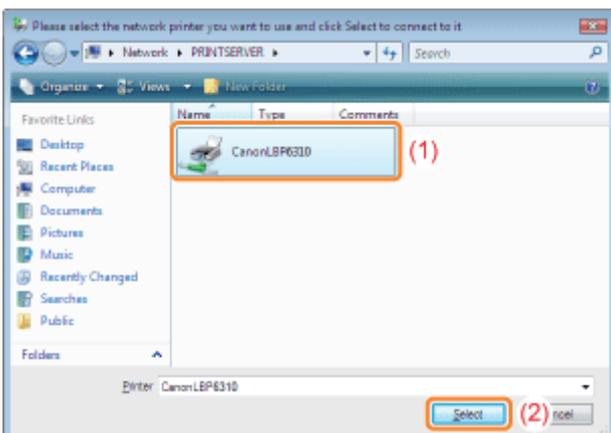
- (1) Select [Select a shared printer by name].
- (2) Click [Next].



# 7

Select a shared printer.

- (1) Select a shared printer on the print server.
- (2) Click [Select].



## NOTE

### Specifying the network path directly

Specify the network path as "\\the print server name (the computer name of the print server)\the printer name."

## 8

Click **[Install driver]**.



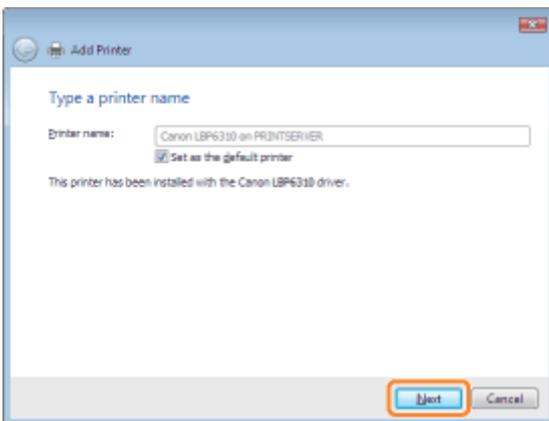
### ? If the **[User Account Control]** dialog box appears

Click **[Continue]** or **[Yes]**.

## 9

Click **[Next]**.

† When **[Set as the default printer]** is displayed, select whether or not to use the printer as the default printer. (Windows Vista and Server 2008)

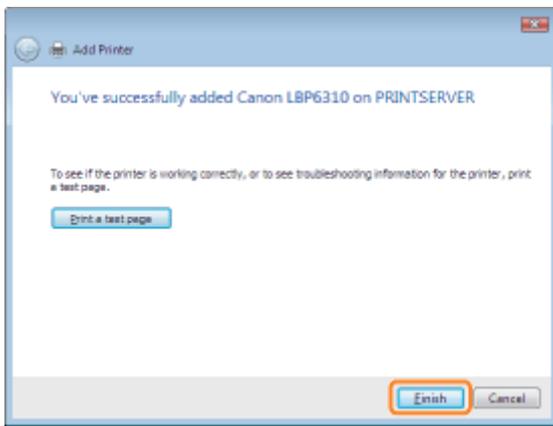


## 10

Click **[Finish]**.

If you want to print a test page, click **[Print a test page]**.

† When **[Set as the default printer]** is displayed, select whether or not to use the printer as the default printer. (Windows 7 and Server 2008 R2)



## Windows XP and Server 2003

1

**Turn the computer on, and then log on to Windows.**

2

**Open the printer folder.**

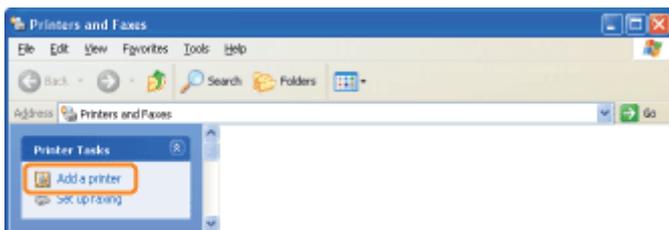
❖ "Basic Operations/Various Information for Windows"

3

**Display [Add Printer Wizard].**

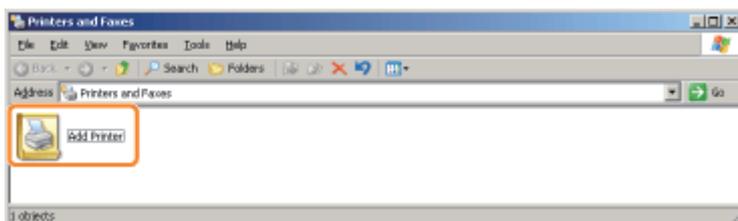
### Windows XP

Click [Add a printer].



### Windows Server 2003

Double-click [Add Printer].



4

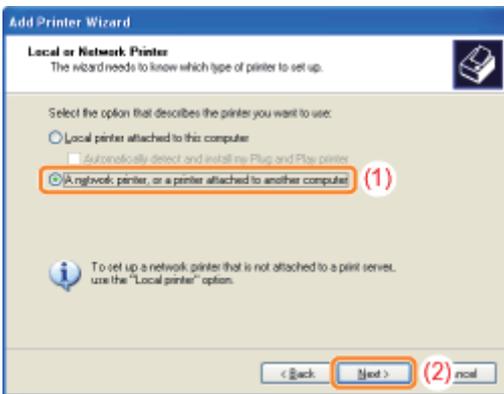
**Click [Next].**



## 5

### Select a printer type.

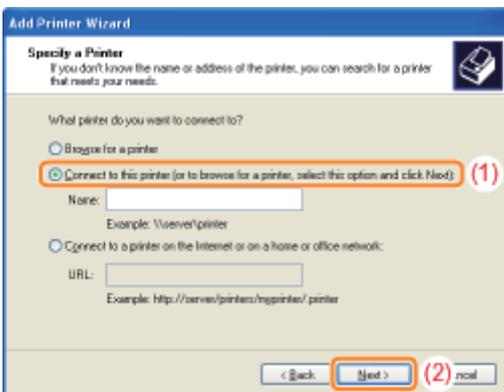
- (1) Select [A network printer, or a printer attached to another computer].
- (2) Click [Next].



## 6

### Perform the following procedure.

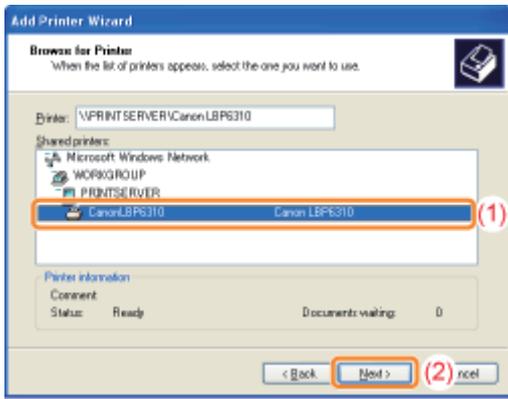
- (1) Select [Connect to this printer (or to browse for a printer, select this option and click Next)].
- (2) Click [Next].



## 7

### Select a shared printer.

- (1) Select a shared printer on the print server.
- (2) Click [Next].



### **?** If the [Connect to Printer] dialog box appears

Follow the directions in the message.

### **NOTE**

#### **Specifying the network path directly**

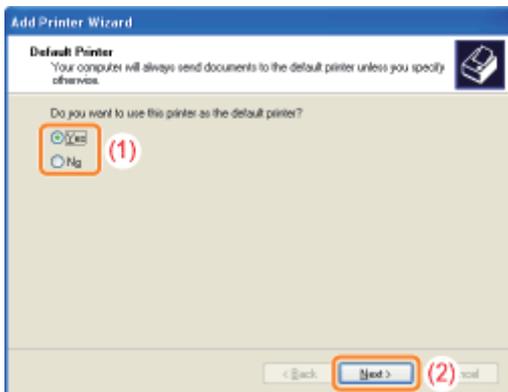
Specify the network path as "\\the print server name (the computer name of the print server)\the printer name."

## **8**

**When the following screen appears, select whether or not to use this printer as the default printer.**

(1) If you want to use the printer as the default printer, select [Yes].

(2) Click [Next].



## **9**

**Click [Finish].**



## Installing from [Windows Explorer]

### 1

**Turn the computer on, and then log on to Windows.**

### 2

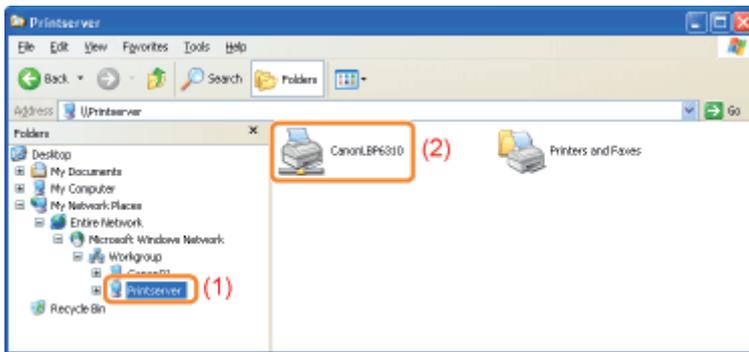
**Display [Windows Explorer].**

From the [Start] menu, select [All Programs] or [Programs] → [Accessories] → [Windows Explorer].

### 3

**Perform the following procedure.**

- (1) Select the print server from [My Network Places] or [Network].
- (2) Double-click the shared printer icon or drag and drop the icon into the printer folder.



### 4

**Follow the on-screen instructions to install the printer driver.**

# Managing the Printer

---

## ▸ **Software That Can Be Used for Managing the Printer**

---

- Remote UI
- FTP Client
- NetSpot Device Installer

## ▸ **Managing Print Jobs**

---

## ▸ **Checking the Printer Settings**

---

## ▸ **Setting the Administrator Password**

---

## ▸ **Specifying the Device Name or Administrator Information**

---

## Software That Can Be Used for Managing the Printer

You can manage the printer using the following software.

Because the items you can manage differ depending on the software, use each software according to your environment or the item you want to manage.

○: Can be managed

—: Cannot be managed

△: Can be managed partly

Management Item	Printer Status Window	Remote UI	FTP Client	NetSpot Device Installer
Managing Print Jobs	△	○	—	—
Checking the Printer Settings	○	△	△	△
Setting the Administrator Password	—	○	○	○
Specifying the Device Name or Administrator Information	—	○	○	○
Changing the Network Settings for the Printer	△	○	○	△
Security Settings	—	○	○	—

# Remote UI

The Remote UI allows you to manage the printer using a Web browser.

## <Features of the Remote UI>

- **No specific software is needed.**

You can operate the Remote UI in a Web browser. You do not need specific software to operate the Remote UI.

- **You can manage the printer from a remote location.**

By accessing and operating the printer from the Web browser via a network, you can manage the printer using a computer in a remote location.

You can perform various operations, such as checking the current printer status or job logs and specifying various network settings in the Remote UI.

- **Central management of all the printer settings with the administrator password**

Only the administrator can configure the settings or perform the operations related to the printer management by setting the administrator password.

## [Starting the Remote UI](#)

## [Screen Layout of the Remote UI \(Details on Each Setting Page\)](#)

## [Displaying or Changing Support Links](#)

## [Changing the Display Language of the Remote UI](#)

## System Requirements of the Remote UI

Web Browser	Internet Explorer 4.01 SP1 or later Netscape Navigator 4.7 or later
Operating System	An operating system on which the above Web browsers can run
Display	Resolution: 800 x 600 pixels or more Display colors: 256 colors or more

# Starting the Remote UI

There are the following two ways to start the Remote UI.

- ❖ Starting the Remote UI from the Printer Status Window
- ❖ Starting the Remote UI Directly from a Web Browser

Before starting the Remote UI, see "Attention (Remote UI)."

## Starting the Remote UI from the Printer Status Window

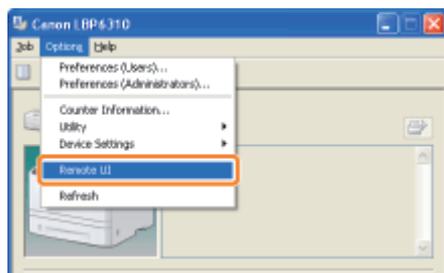
### 1

Click [  ] in the Windows task tray, and then select the printer name.



### 2

Select [Remote UI] from the [Options] menu.



#### If you cannot select [Remote UI]

Check the following points.

- The printer and computer are connected properly via a network.
- The printer is turned ON.

### 3

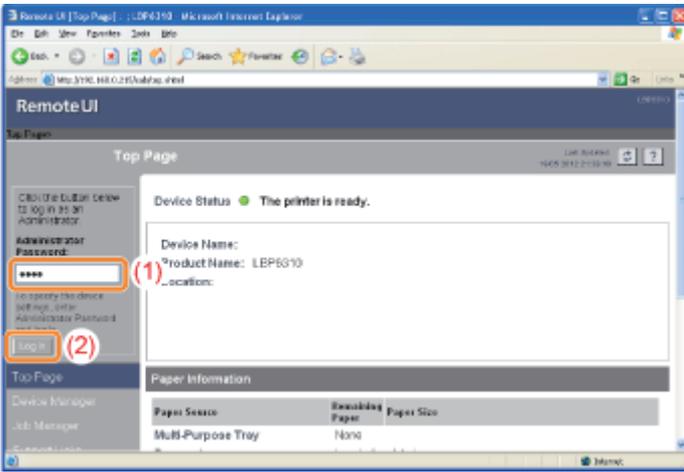
Log in as Administrator as needed.

By logging in as Administrator, you can perform all the operations and settings of the Remote UI.

(1) Enter a password in [Administrator Password].

- † If the administrator password is not specified, you do not need to enter the password.
  - ❖ "Setting the Administrator Password"

(2) Click [Log In].



## NOTE

### When exiting the administrator mode

Click [Log Out].

## Starting the Remote UI Directly from a Web Browser

### 1

Start the Web browser.

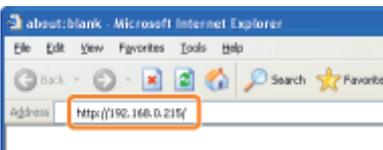
### 2

Enter "**http://<the IP address of the printer>/**" in the address field, and then press the [ENTER] key on your keyboard.

- **Input Example:** "http://192.168.0.215/"

† If the host name of the printer is registered in the DNS server, you can enter ["host name"."domain name"] instead of the IP address.

- **Input Example:** "http://my\_printer.xy\_dept.company.com/"



### ? If the Remote UI does not start

Check the following points.

- The Remote UI is enabled.
  - ["Enabling the Remote UI"](#)
- The printer and computer are connected properly via a network.
- The printer is turned ON.
- The IP address or ["host name"."domain name"] is entered correctly.

Nevertheless, if the Remote UI top page is not displayed, enter "http://<the IP address of the printer>/cab/top.shtml" in the address field to redisplay the Remote UI.

### 3

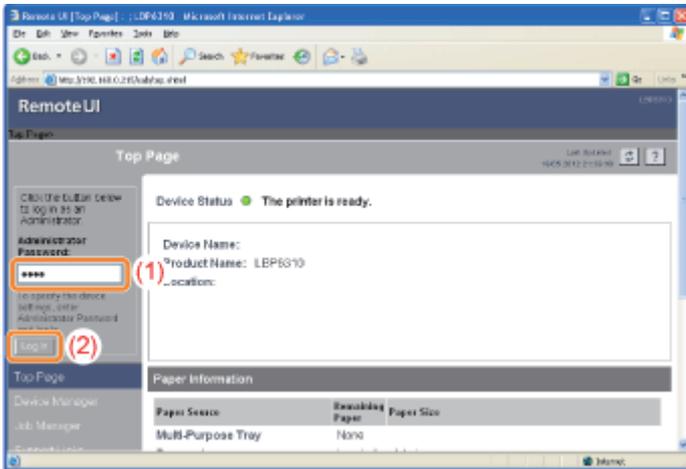
## Log in as Administrator as needed.

By logging in as Administrator, you can perform all the operations and settings of the Remote UI.

(1) Enter a password in [Administrator Password].

- † If the administrator password is not specified, you do not need to enter the password.
  - ▣ ["Setting the Administrator Password"](#)

(2) Click [Log In].



### NOTE

#### **When exiting the administrator mode**

Click [Log Out].

## Attention (Remote UI)

---

### NOTE

#### **When using a proxy server**

On the settings for the proxy server of the Web browser, add the IP address of the printer to [Exceptions] (the addresses that do not use the proxy server).

The settings vary depending on the network environment. Consult your network administrator.

#### **About Cookies**

Configure your Web browser to enable cookies.

#### **Starting the Remote UI**

If the Remote UI is running on multiple computers at a time, the latest settings are valid.

If you want to log in as Administrator, we recommend that only one Remote UI should be running at a time.

# Enabling the Remote UI

This section describes the procedure for enabling the Remote UI using the Printer Status Window.

## NOTE

### When enabling the Remote UI using software other than the Remote UI

You can also enable the Remote UI using the following software.

#### ↳ "FTP Client"

You can enable the Remote UI by accessing the FTP server of the printer using Command Prompt.

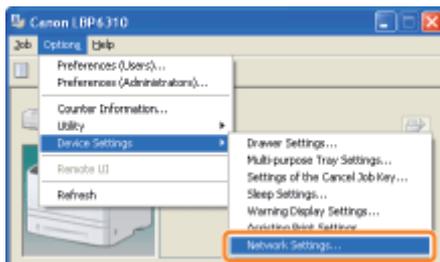
## 1

Click [  ] in the Windows task tray, and then select the printer name.



## 2

From the [Options] menu, select [Device Settings] → [Network Settings].



## 3

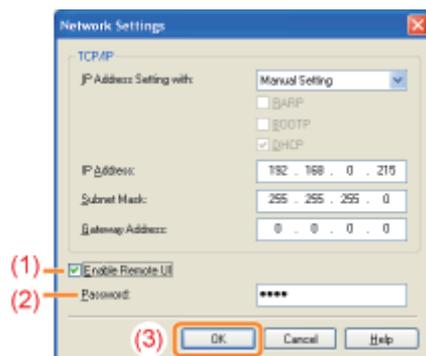
Enable the Remote UI.

- (1) Select the [Enable Remote UI] check box.
- (2) Enter the administrator password for the printer (the password that is specified in the Remote UI).

† If the password is not specified, you do not need to enter the password.

#### ↳ "Setting the Administrator Password"

- (3) Click [OK].



# 4

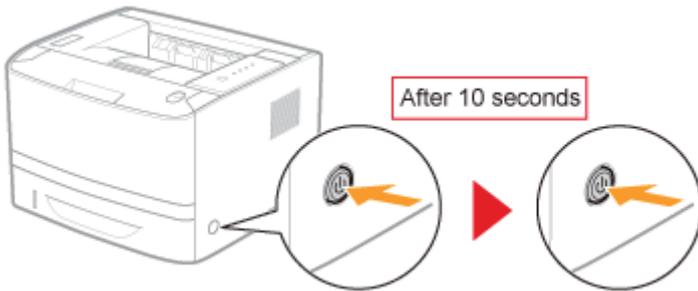
Click [OK].



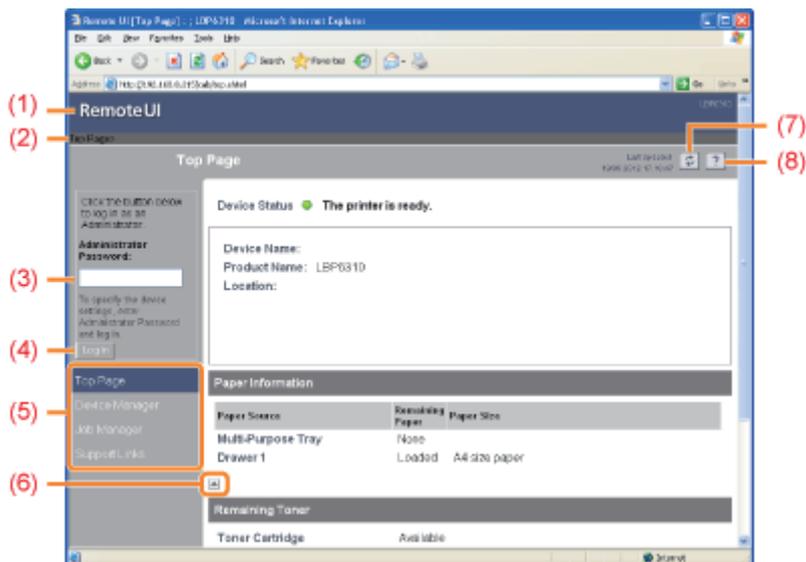
# 5

Restart the printer. (Turn OFF the printer once, wait for 10 seconds or longer, and then turn it ON.)

After restarting the printer, the Remote UI is enabled.



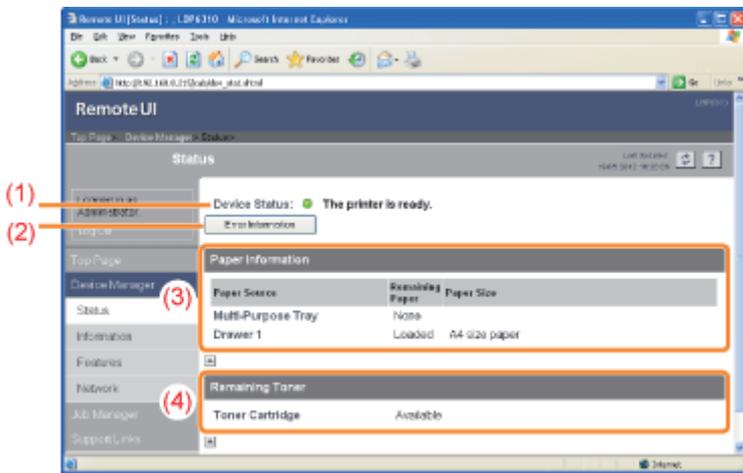
## Screen Layout of the Remote UI (Details on Each Setting Page)



- (1) Displays the Remote UI top page.
- (2) Displays the hierarchy of the currently displayed page.  
Clicking a displayed page name displays the page of which you clicked the name.
- (3) When you log in as Administrator, enter the administrator password.
  - ❖ ["Setting the Administrator Password"](#)
- (4) You can log in as Administrator by entering the administrator password, then clicking this button.  
If you are using the Remote UI as Administrator, you can log out by clicking this button.
- (5) Displays each setting page.
  - [Device Manager]
    - ❖ [\[Status\] Page](#)
    - ❖ [\[Information\] Page](#)
    - ❖ [\[Features\] Page](#)
    - ❖ [\[Network\] Page](#)
  - [Job Manager]
    - ❖ ["Managing Print Jobs"](#)
  - [Support Links]
    - ❖ ["Displaying or Changing Support Links"](#)
- (6) If the page is scrolled down, moves the scroll box up to the top of the page.
- (7) Updates the information in the currently displayed page to the latest one.
- (8) Displays Help for the currently displayed page in a new window.

### [Status] Page

Displays the statuses of the paper sources and toner cartridge or other information.



## (1) [Device Status]

Displays messages about the printer status.

Also, according to the printer status, the indicator color changes as follows.

(green)	The printer is in the normal state. (The printer is ready to print or in the sleep mode.)
(yellow)	Some attention is required although this state does not affect the job. (A Warning message is being displayed.)
(red)	The printer cannot print for some reason. (An Error message is being displayed.)
(blinking red)	A problem is occurring in the printer, and the printer does not operate properly. (A service call is being displayed.)

## (2) [Error Information]

When clicked, displays information (situation explanation, solutions, and so on) about the error occurring in the printer.

## (3) [Paper Information]

Displays information about the paper sources.

Paper Source	Remaining Paper	Paper Size
Multi-Purpose Tray	None	None
Drawer 1	Loaded	A4 size paper

(A) (B) (C)

(A): The names of each paper source

(B): The amount of paper remaining in each paper source

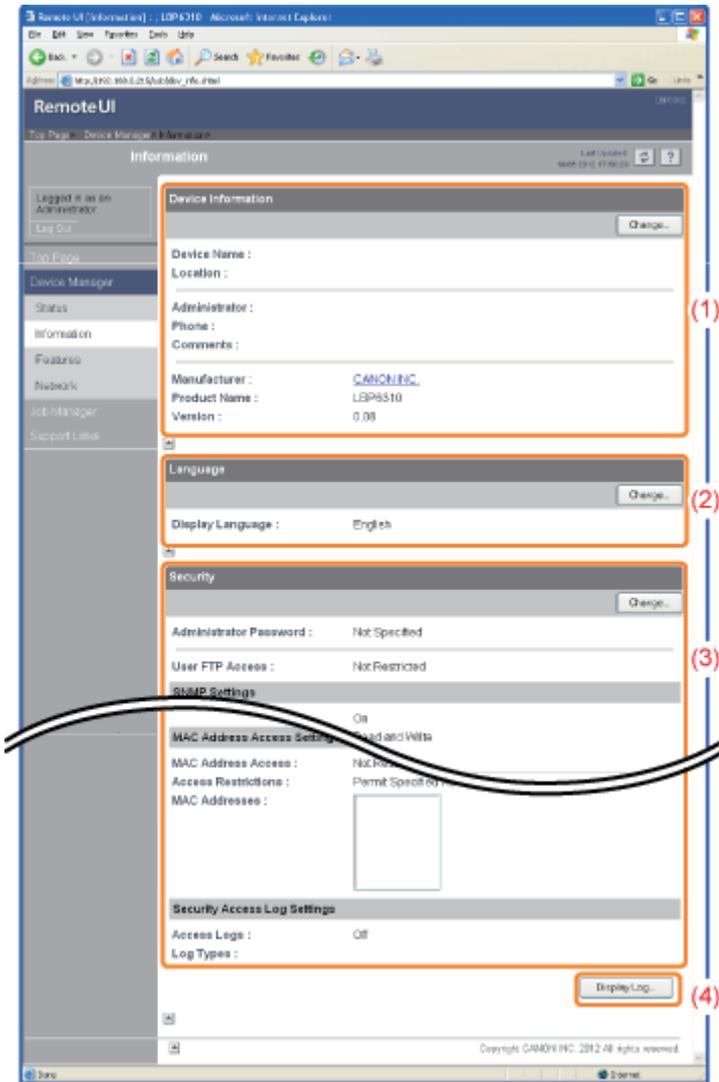
(C): The sizes of paper in each paper source

## (4) [Remaining Toner]

Displays the status of the toner cartridge. The contents and solutions of the messages are as follows.

Message	Contents and Solutions
Available	<ul style="list-style-type: none"> <li>Continue using as normal.</li> </ul>
Replacement Needed Soon	<ul style="list-style-type: none"> <li>You can continue to print.</li> <li>Have ready a new toner cartridge.</li> <li>We recommend that you replace the toner cartridge before printing a large amount of data.</li> </ul>
Check Cartridge	<ul style="list-style-type: none"> <li>You can continue to print.</li> <li>A toner cartridge with print quality that cannot be guaranteed or a used toner cartridge that reached their lifetime may be inserted. Continuing to use the cartridge may cause a malfunction, so replacing the cartridge with a new cartridge is recommended.</li> </ul>
Insert Cartridge	<ul style="list-style-type: none"> <li>The printer stops printing.</li> <li>Install the toner cartridge.</li> </ul>

Displays the printer information, security settings, and so on.



#### (1) [Device Information]

Displays the general information about the printer.

↑ How to change the settings

- ❖ "Specifying the Device Name or Administrator Information"

#### (2) [Language]

Displays the display language currently being used in the Remote UI.

↑ How to change the settings

- ❖ "Changing the Display Language of the Remote UI"

#### (3) [Security]

Displays information about the security settings, such as the administrator password and the access restrictions.

↑ How to change the settings

- ❖ "Setting the Administrator Password"
- ❖ "Restricting the Users Who Can Print"
- ❖ "Restricting the Users Who Can Access"
- ❖ "Restricting the Users Who Can Monitor/Change the Settings Using the SNMP Protocol"
- ❖ "Restricting the Users Who Can Perform Multicast Discovery"
- ❖ "Restricting the FTP Access from End-Users"
- ❖ "Obtaining the Security Access Logs"

#### (4) [Display Log]

Clicking this button displays the [Security Access Log] page that allows you to display or save the obtained security access logs.

You can also display the date and time that the print server obtained from the SNMP server, or update the date and time by obtaining them from the SNMP server.

↑ How to change the settings

- ❖

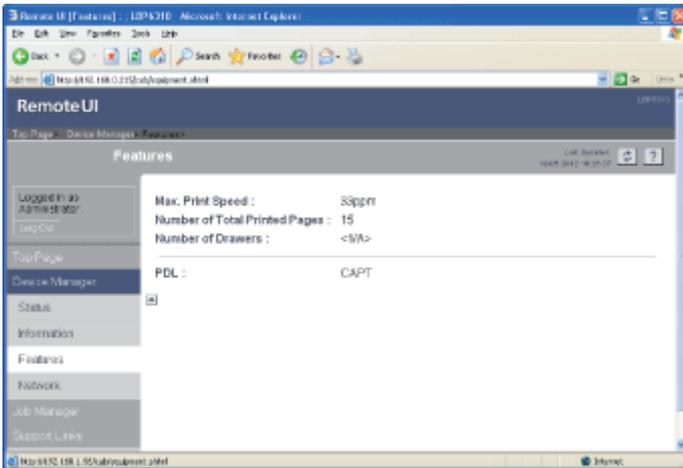
**NOTE**

**Changing the settings**

You can change the settings only if you logged in as Administrator.

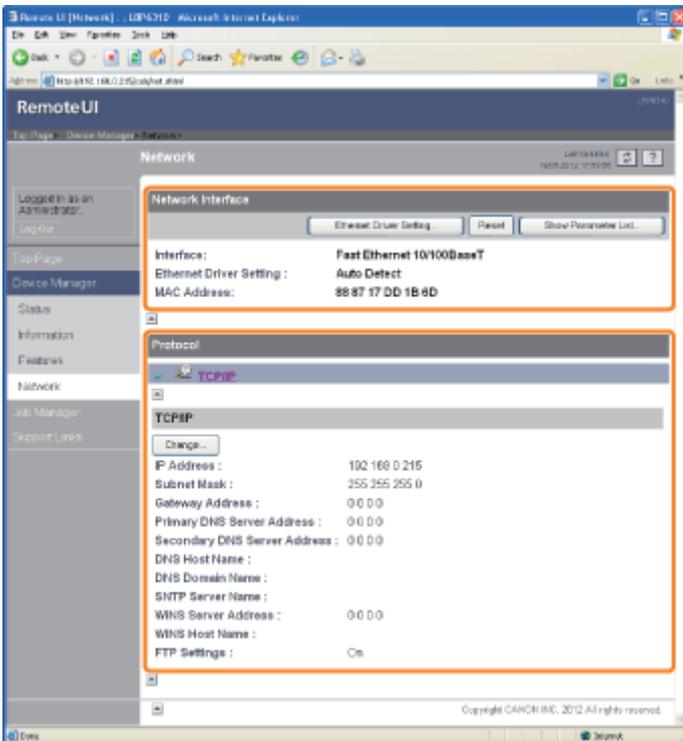
**[Features] Page**

Displays the maximum print speed of the printer, the total number of printed pages, and so on.



**[Network] Page**

Displays the network settings for the printer and so on.



**(1) [Network Interface]**

Displays information about the network interface and so on.

↑ How to change the settings

- ❖ ["Changing the Network Transmission Speed or Transfer Mode"](#)

**(2) [Protocol]**

Displays the network protocol settings.

- ↑ How to change the settings
  - ▣ "Configuring the Protocol Settings"

 **NOTE**

**Changing the settings**

- You can change the settings only if you logged in as Administrator.
- After changing the network settings, click [Reset]. After completing the reset, the settings are effective.

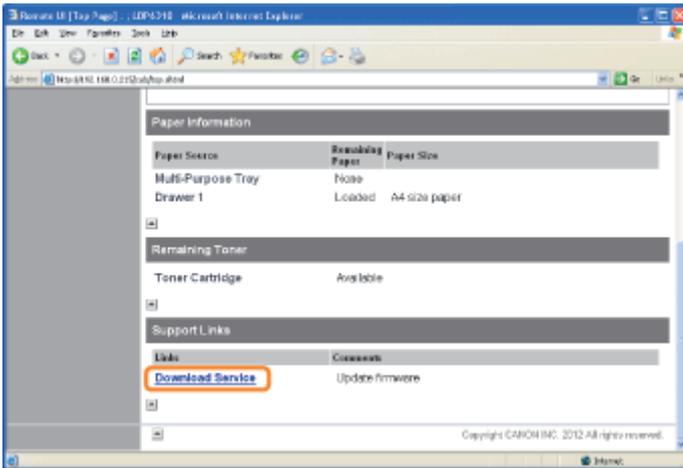
## Displaying or Changing Support Links

The links to the sites that provide information about the printer support are supplied in the Remote UI, and you can access the sites from the Remote UI as needed. If you logged on as Administrator, you can change the links.

### Displaying a Support Page

1

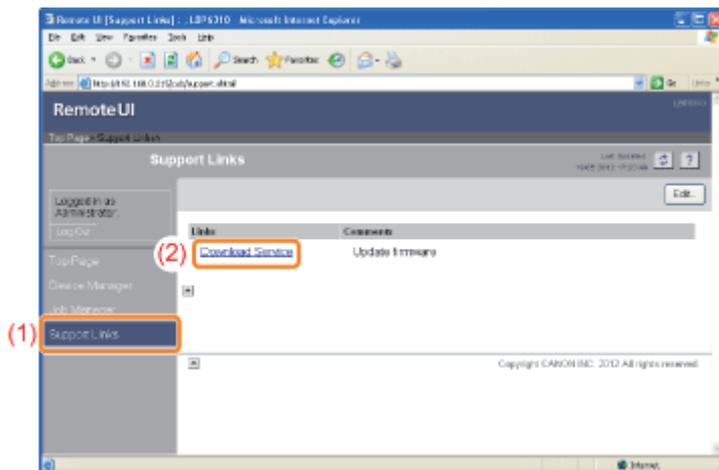
Click a link you want to display from [Support Links] in the top page.



#### NOTE

#### Displaying a support page from the [Support Links] page

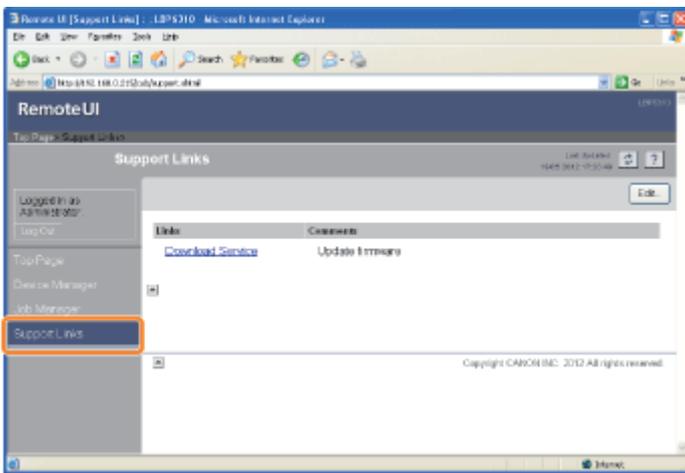
- (1) Select [Support Links].
- (2) Click a link you want to display.



### Changing Support Links or Comments

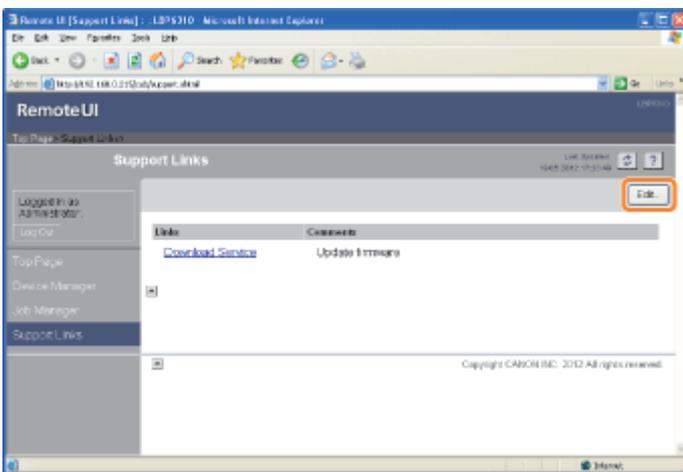
1

Select [Support Links].



## 2

Click [Edit].



### ? If [Edit] does not appear

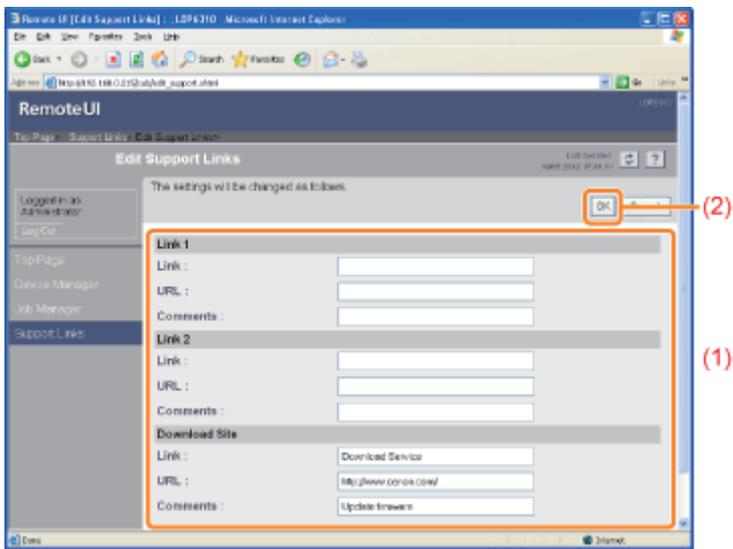
Log in as Administrator.

➤ "Starting the Remote UI"

## 3

Change the link.

- (1) Specify each link as needed.
- (2) Click [OK].



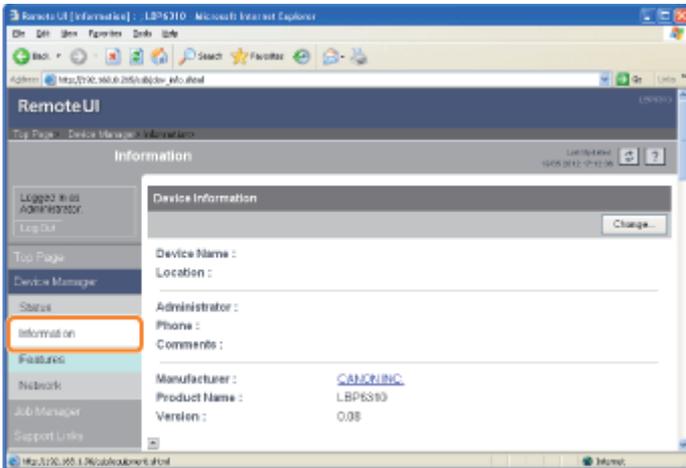
[Link]	Enter the link name.
[URL]	Enter the URL of the link.
[Comments]	Enter a comment for the link.

# Changing the Display Language of the Remote UI

Select Chinese, English, French, German, Italian, Spanish, or Japanese for the display language of the Remote UI.

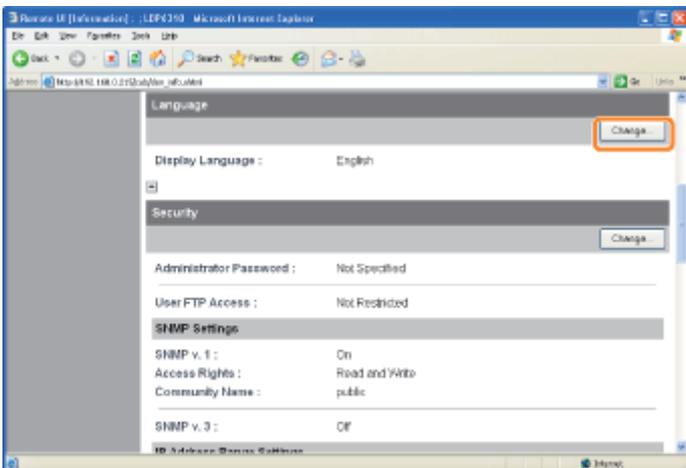
## 1

Select **[Information]** from the **[Device Manager]** menu.



## 2

Click **[Change]** under **[Language]**.



### **?** If **[Change]** does not appear

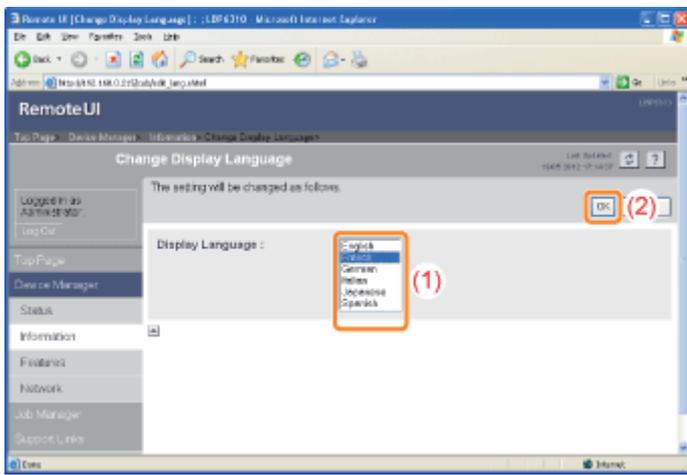
Log in as Administrator.

➤ "Starting the Remote UI"

## 3

Change the display language.

- (1) Select a display language.
- (2) Click [OK].



# FTP Client

In FTP Client, you can specify the network settings, security settings, and so on by accessing the FTP server of the printer using Command Prompt.

## <Features of FTP Client>

- **No specific software is needed.**  
You can operate the FTP Client using the Command Prompt supplied with Windows. You do not need specific software to operate the FTP Client.
- **You can specify the network settings at a time.**  
Because the setting items are listed in a file, you can specify multiple items all at once.

To manage the printer using FTP Client, perform the following procedure.

## 1

### Run Command Prompt.

From the [Start] menu, select [All Programs] or [Programs] → [Accessories] → [Command Prompt].

## 2

### Enter "ftp <the IP address of the printer>", then press the [ENTER] key on your keyboard.

- **Input Example:** "ftp 192.168.0.215"

#### If you are not sure about the IP address of the printer

Refer to Network Status Print printed in "[Checking the Printer Settings](#)" or ask your network administrator.

## 3

### Enter "root" as the user name, then press the [ENTER] key on your keyboard.

## 4

### Enter the administrator password, then press the [ENTER] key on your keyboard.

If the administrator password is not specified yet, do not enter any value, but press the [ENTER] key on your keyboard.

## 5

### Enter "get config <the file name>", and then press [ENTER] on your keyboard.

→ The config file is downloaded.

The characters entered for <the file name> become the name of the downloaded file.

#### If you cannot find the config file

Search for the config file using the file search function of your operating system.

(The download directory for the config file varies depending on the operating system or settings.)

## 6

**Edit the downloaded config file in Notepad or a similar text editor.**

For details on descriptions of each option, see "[Network Setting Items.](#)"

**7**

**Enter "put <the file name> CONFIG", and then press [ENTER] on your keyboard.**

In <the file name>, enter the name of the config file that was entered when the file was downloaded.

**8**

**Enter "get reset", then press the [ENTER] key on your keyboard.**

→ After completing the reset, the settings are effective.

**9**

**Enter "quit", then press the [ENTER] key on your keyboard.**

**10**

**Enter "exit", then press the [ENTER] key on your keyboard.**

→ Command Prompt closes.

# NetSpot Device Installer

NetSpot Device Installer is the Canon software included in the supplied CD-ROM.

## <Features of NetSpot Device Installer>

- **You do not need to install NetSpot Device Installer.**  
You can start NetSpot Device Installer directly from the CD-ROM without installing it.
  - † You can also install NetSpot Device Installer on a computer.
- **You can check the various printer statuses.**  
You can view the list of statuses of the Canon devices on a network easily.  
Also, you can change the default network settings or basic protocol settings.

## ➤ Installing NetSpot Device Installer

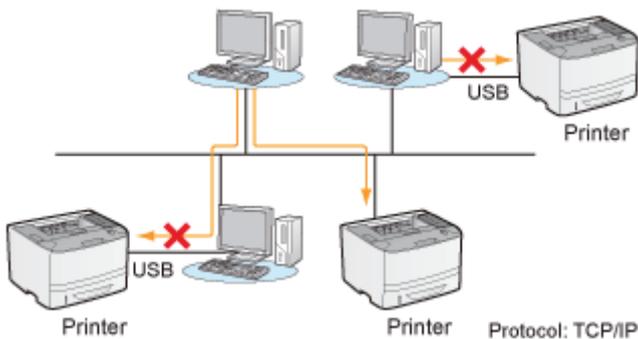
## ➤ Using NetSpot Device Installer

## ➤ Uninstalling NetSpot Device Installer

## Types of Devices That Can Be Configured

You can use NetSpot Device Installer to configure a device connected to the TCP/IP network.

You cannot configure a device connected to a network other than a TCP/IP network.



## System Requirements of NetSpot Device Installer

### Operating system

- Windows XP Professional or Home Edition
- Windows XP Professional x64 Edition
- Windows Vista (32-bit or 64-bit version)
- Windows 7 (32-bit or 64-bit version)
- Windows Server 2003
- Windows Server 2003 x64 Editions
- Windows Server 2008 (32-bit or 64-bit version)

† For details on the latest NetSpot Device Installer, see the Canon Web site (<http://www.canon.com/>).

### Computer

A computer on which any one of the above operating systems can run

**Hard disk space**

Free disk space of 20 MB or more (to install the software on the computer)

**Protocol**

TCP/IP

**Protocol stack**

TCP/IP protocol supplied with Windows

---

# Installing NetSpot Device Installer

- † You can also use NetSpot Device Installer without installing it.
- ✦ "Using NetSpot Device Installer"

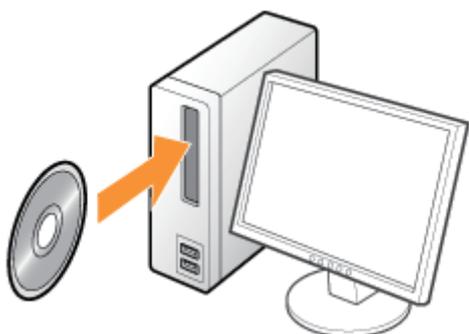
## IMPORTANT

### Precautions when installing NetSpot Device Installer

- Close all the other applications before the installation.
- A user without administrative rights cannot perform installation. To perform installation, be sure to log on as a user with administrative rights.

## 1

**Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.**



When the following screen appears, click [Exit].



### If the [AutoPlay] dialog box appears

Select [Open folder to view files], and then proceed to Step 4.

## 2

**Display [My Computer] or [Computer].**

- ✦ "Basic Operations/Various Information for Windows"

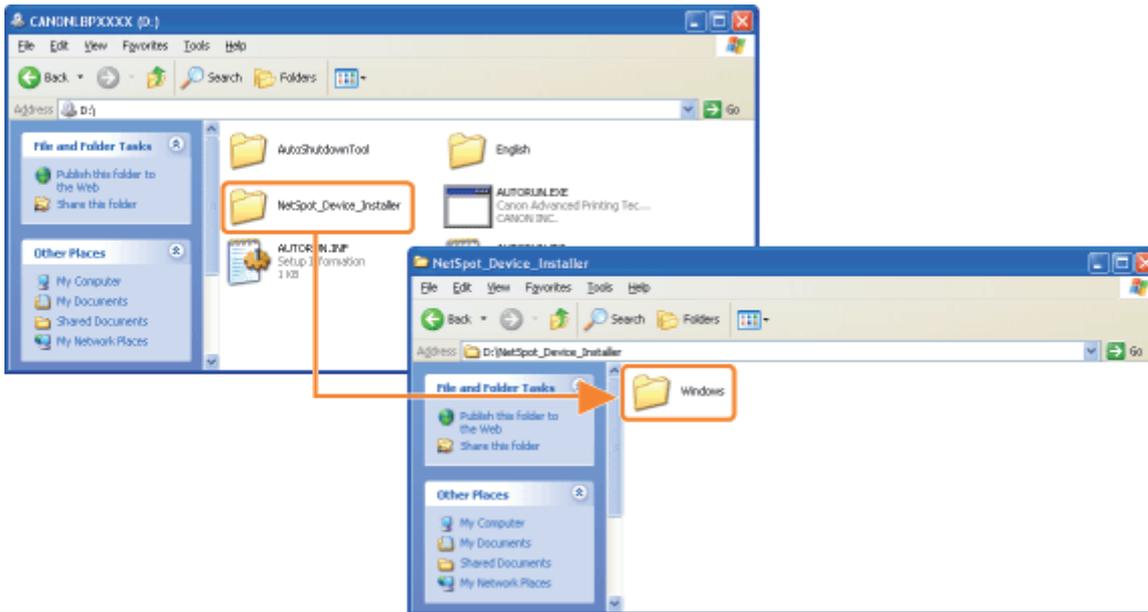
## 3

**Right-click the CD-ROM icon, then select [Open] from the pop-up menu.**



4

Open the [NetSpot\_Device\_Installer] - [Windows] folders.



5

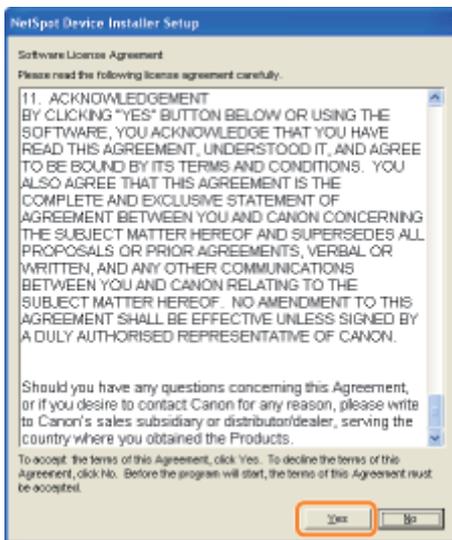
Double-click [nsdsetup.exe].



**?** If the [User Account Control] dialog box appears  
Click [Continue] or [Yes].

6

Read the contents of License Agreement, and then click [Yes].



## 7

### Start the installation.

(1) Check the installation directory.

- † To change the installation directory, click [Browse], and then select a folder.
- † If you do not want to add NetSpot Device Installer to the [Start] menu, clear the [Add to Start Menu] check box.

(2) Click [OK].



When the following screen appears, click [Yes].



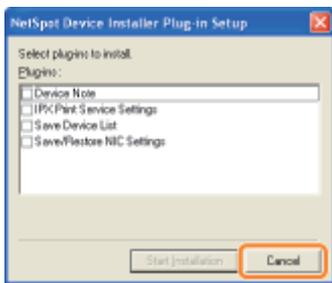
## 8

### Click [OK].



## 9

### Click [Cancel].



## NOTE

### **About Plug-ins**

You can expand the functions of NetSpot Device Installer by adding Plug-Ins.  
For more details on Plug-ins, see Readme of NetSpot Device Installer.

- † To display the Readme, click [  ] in [NetSpot Device Installer for TCP/IP] in the [Additional Software Programs] screen in CD-ROM Setup.

# Using NetSpot Device Installer

## Procedure for Running NetSpot Device Installer

You can run NetSpot Device Installer in either of the following two ways.

- ❖ Running the Installed NetSpot Device Installer
- ❖ Running NetSpot Device Installer Directly from the Supplied CD-ROM

## Running the Installed NetSpot Device Installer

### 1

#### Run NetSpot Device Installer.

From the [Start] menu, select [All Programs] or [Programs] → [NetSpot Device Installer] → [NetSpot Device Installer].



#### ? If NetSpot Device Installer is not found in the [Start] menu

Double-click [nsdi.exe] in the folder in which NetSpot Device Installer is installed.

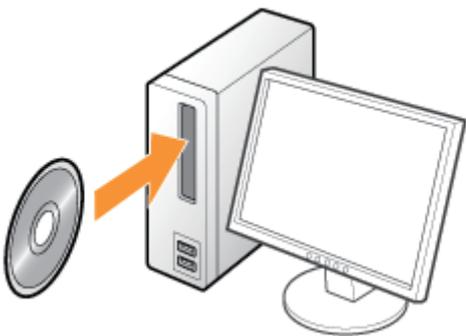
#### ? If the [User Account Control] dialog box appears

Click [Continue] or [Yes].

## Running NetSpot Device Installer Directly from the Supplied CD-ROM

### 1

#### Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.



### 2

#### Click [Additional Software Programs].



**? If the above screen does not appear**

➤ "Basic Operations/Various Information for Windows"

**? If the [AutoPlay] dialog box appears**

Click [Run AUTORUN.EXE].

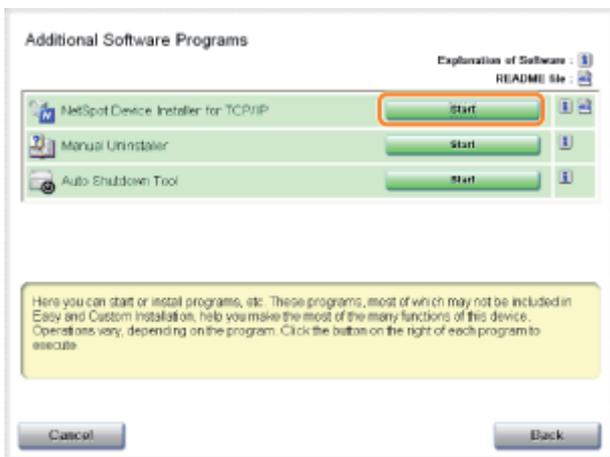
**? If the [User Account Control] dialog box appears**

Click [Continue] or [Yes].

### 3

**Click [Start] for [NetSpot Device Installer for TCP/IP].**

If [License Agreement] appears, read the contents, and then click [Yes].



### How to use NetSpot Device Installer

NetSpot Device Installer allows you to configure the basic protocol settings and display the statuses of various printers on a network.

For details on the procedure for setting the IP address, see "[Setting the IP Address Using NetSpot Device Installer.](#)"

For more details on the other usage, see Help.

† Help is displayed by clicking [Help] in the [Help] menu.

# Uninstalling NetSpot Device Installer

The process of removing software to restore the computer to the same state as before the software was installed is referred to as uninstallation. Use the following procedure to uninstall NetSpot Device Installer.

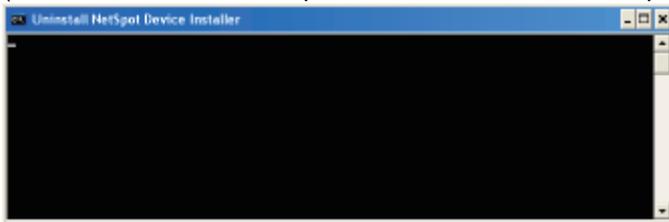
## 1

### Uninstall NetSpot Device Installer.

From the [Start] menu, select [All Programs] or [Programs] → [NetSpot Device Installer] → [Uninstall NetSpot Device Installer].



→ Command Prompt appears, and the uninstallation starts.  
(The uninstallation is completed when Command Prompt closes.)



#### **?** If NetSpot Device Installer is not found in the [Start] menu

Double-click [rmnsdi.bat] in the following location.

**Windows XP** **Windows Server 2003**

"\Documents and Settings\

**Windows Vista** **Windows 7** **Windows Server 2008**

"\Users\

#### **?** If NetSpot Device Installer cannot be uninstalled completely

See Readme in the folder in which NetSpot Device Installer is installed.

# Managing Print Jobs

You can check/delete the job currently being printed or check print logs using the Remote UI.

- † You can also delete the job currently being printed using a method other than the Remote UI.
  - "Canceling a Job"

Before managing print jobs, see "Attention (Job Manager)."

## Checking/Deleting the Job Currently Being Printed

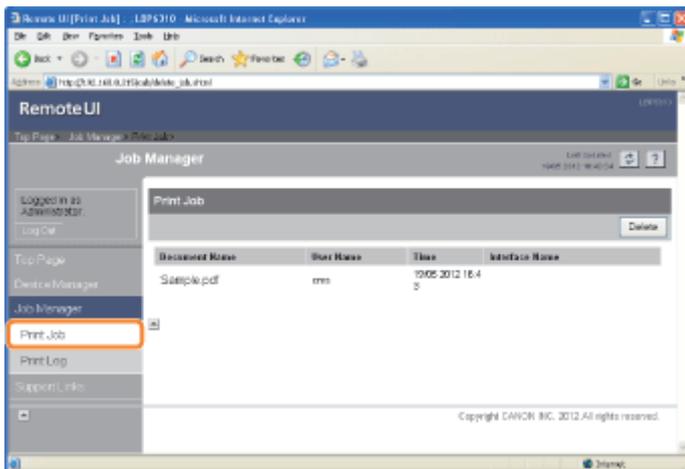
### 1

**Start the Remote UI.**

- "Starting the Remote UI"

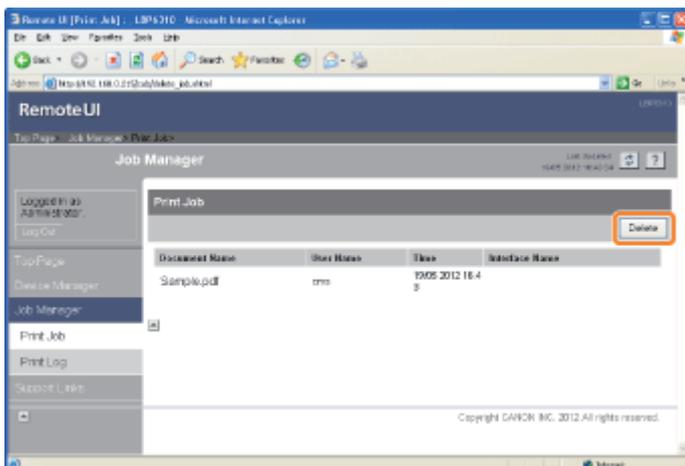
### 2

**From the [Job Manager] menu, select [Print Job] to display the job currently being printed.**



### 3

**If you want to delete the job, click [Delete].**



## Checking Print Logs

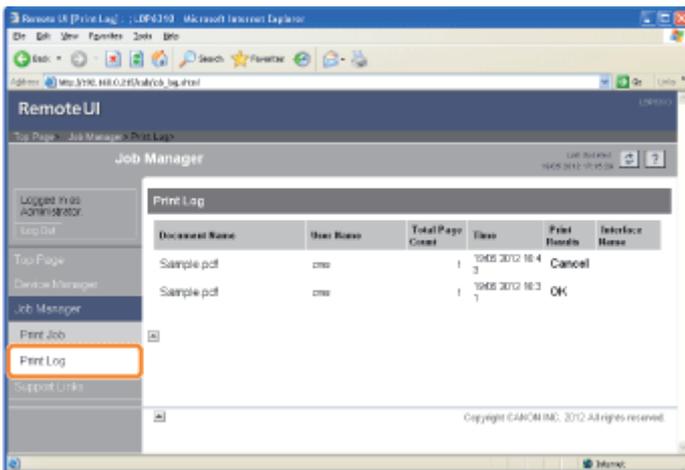
### 1

Start the Remote UI.

➤ "Starting the Remote UI"

### 2

Select [Print Log] from the [Job Manager] menu.



## Attention (Job Manager)

### NOTE

#### **About [Document Name]**

A job file name of up to 128 characters can be displayed. If the number of characters exceeds the range, the characters after the limited number are not displayed, or some characters are not displayed properly.

Also, depending on the application, the application name may be added to the beginning of the file name.

#### **About [Interface Name]**

If you print via USB, [Local] is displayed in [Interface Name]. If you print via a network, nothing is displayed in the field.

#### **Deleting the pages in process of printing**

The pages in process of printing when [Delete] is clicked will be printed.

#### **Print logs**

- Up to 32 jobs can be displayed.
- When the number of jobs exceeds 32, the print logs are automatically deleted starting from the oldest one.
- The print logs are deleted when you turn OFF the printer.

## Checking the Printer Settings

You can check the printer status, network settings, and so on by printing Status Print.

- † Status Print is designed to be printed on A4 paper. Be sure to use A4 paper.
- † You can also check the network settings and so on using the following software.
  - ❖ "Remote UI"
  - ❖ "FTP Client"
  - ❖ "NetSpot Device Installer"

### 1

**Load A4 paper in the multi-purpose tray or paper drawer.**

- ❖ "Paper Loading and Output"

### 2

**Click [  ] in the Windows task tray, and then select the printer name.**



### 3

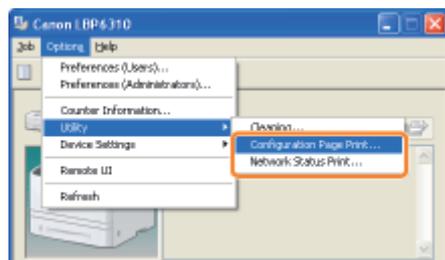
**From the [Options] menu, select [Utility] → [Configuration Page Print] or [Network Status Print].**

#### [Configuration Page Print]

Prints the settings of the printer unit, the total number of printed pages, and other printer information.

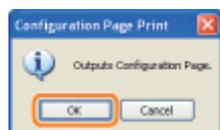
#### [Network Status Print]

Prints the TCP/IP settings including the IP address and information including security settings.



### 4

**Click [OK] to print Status Print.**



#### **❓ If Status Print is not printed**

- ❖ "Printing Cannot Be Performed (USB Connection)"
- ❖ "Printing Cannot Be Performed (LAN Connection)"



## Setting the Administrator Password

Only the administrator (user who knows the password) can configure the settings or perform the operations related to the printer management by setting the administrator password.

Also, the administrator password can be changed anytime.

This section describes the procedure for specifying the settings using the Remote UI.

† In the Remote UI, you can specify the settings by accessing the printer from a Web browser via a network.

### NOTE

#### When specifying the settings using software other than the Remote UI

You can also specify the settings using the following software.

##### ❖ "FTP Client"

You can specify the settings by accessing the FTP server of the printer using Command Prompt.

##### ❖ "NetSpot Device Installer"

You can specify the settings using the Canon software, NetSpot Device Installer, in the supplied CD-ROM.

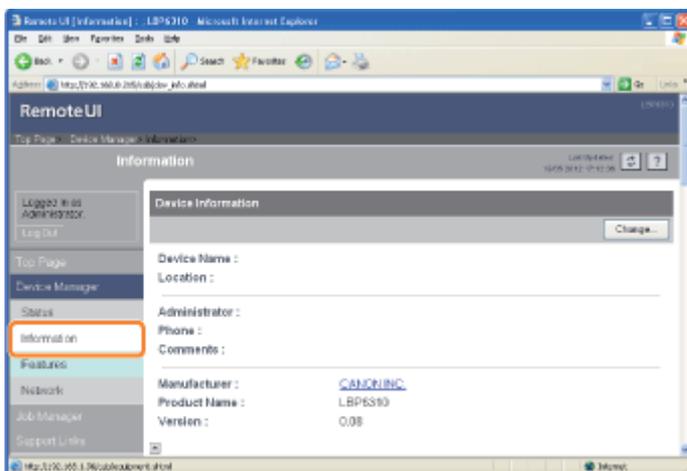
## 1

**Start the Remote UI, and then log in as Administrator.**

❖ "Starting the Remote UI"

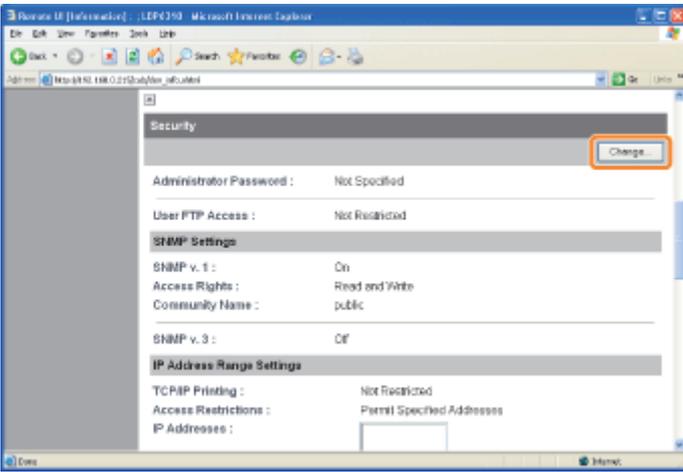
## 2

**Select [Information] from the [Device Manager] menu.**



## 3

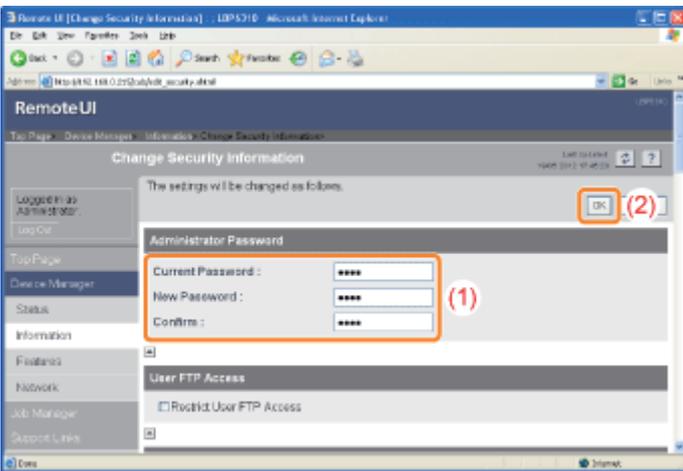
**Click [Change] under [Security].**



## 4

### Set the administrator password.

- (1) Set the administrator password.
- (2) Click [OK].



[Current Password]	Enter the password currently being used. † If you set the administrator password for the first time, you do not need to enter the password.
[New Password]	Enter a new desired password.
[Confirm]	To confirm the password, enter the entered [New Password] again.

## Specifying the Device Name or Administrator Information

This section describes the procedure for specifying the settings using the Remote UI.

† In the Remote UI, you can specify the settings by accessing the printer from a Web browser via a network.

### NOTE

#### When specifying the settings using software other than the Remote UI

You can also specify the settings using the following software.

##### "FTP Client"

You can specify the settings by accessing the FTP server of the printer using Command Prompt.

##### "NetSpot Device Installer"

You can specify the settings using the Canon software, NetSpot Device Installer, in the supplied CD-ROM.

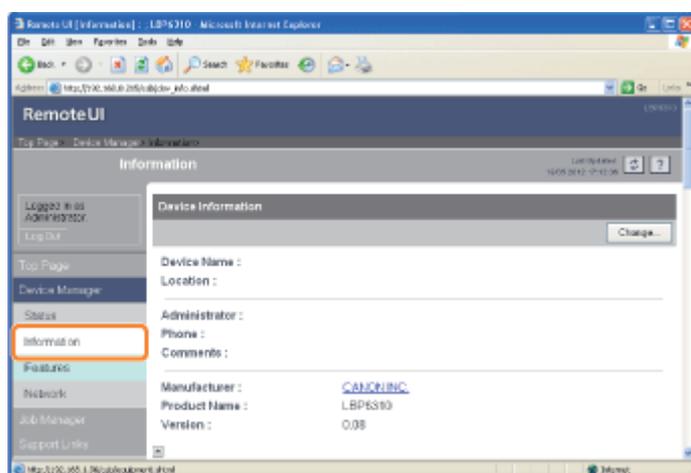
## 1

**Start the Remote UI, and then log in as Administrator.**

 "Starting the Remote UI"

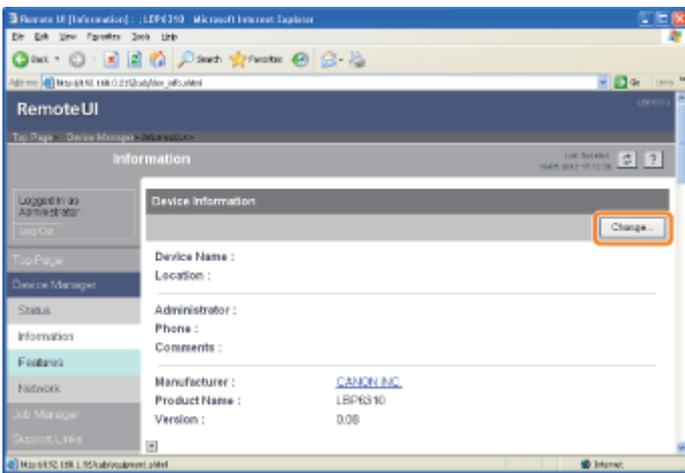
## 2

**Select [Information] from the [Device Manager] menu.**



## 3

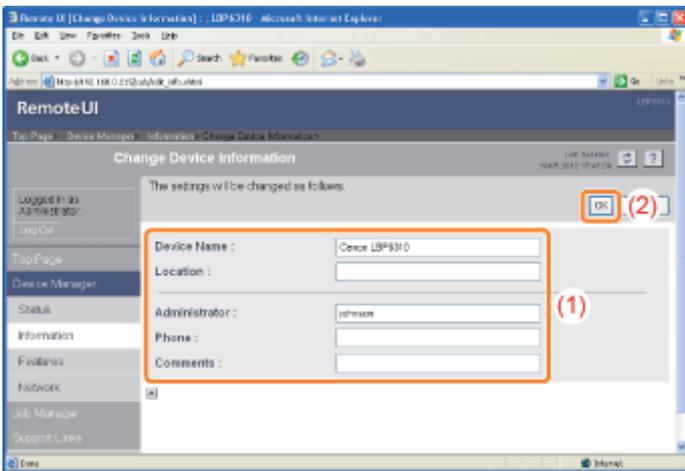
**Click [Change] under [Device Information].**



# 4

## Specify the device name or administrator information.

- (1) Specify the settings for each option as needed.
- (2) Click [OK].



[Device Name]	Enter the printer name.
[Location]	Enter the location to install the printer.
[Administrator]	Enter the name of the printer administrator.
[Phone]	Enter the telephone number of the printer administrator.
[Comments]	Enter the comments of the printer administrator.

# Security Settings

---

➤ [Restricting the Users Who Can Print](#)

---

➤ [Restricting the Users Who Can Monitor/Change the Settings Using the SNMP Protocol](#)

---

➤ [Restricting the Users Who Can Perform Multicast Discovery](#)

---

➤ [Restricting the Users Who Can Access](#)

---

➤ [Restricting the FTP Access from End-Users](#)

---

➤ [Obtaining the Security Access Logs](#)

---

## NOTE

### **Software to be used for the security settings**

You can specify the settings using the following software.

- **Remote UI**

You can specify the settings by accessing the printer from a Web browser via the network.

- **FTP Client**

You can specify the settings by accessing the FTP server of the printer using Command Prompt.

This section describes the procedure for specifying the settings using the Remote UI. To specify the settings using FTP Client, see "[FTP Client](#)."

# Restricting the Users Who Can Print

This section describes the procedure for specifying the settings using the Remote UI. To specify the settings using FTP Client, see "FTP Client."

## NOTE

### When restricting printing

- Only printing is restricted, but accessing the Remote UI is not restricted.
- If restricted users try to print, the message <Cannot Print> appears in the Printer Status Window.
- There are some items which restricted users cannot select from the [Options] menu in the Printer Status Window.

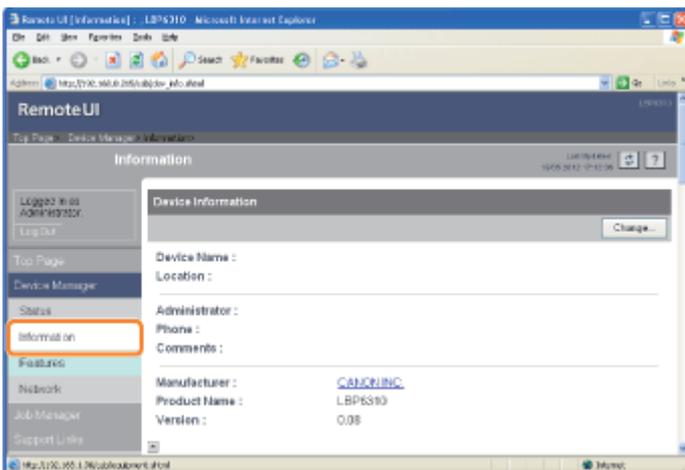
## 1

Start the Remote UI, and then log in as Administrator.

➤ "Starting the Remote UI"

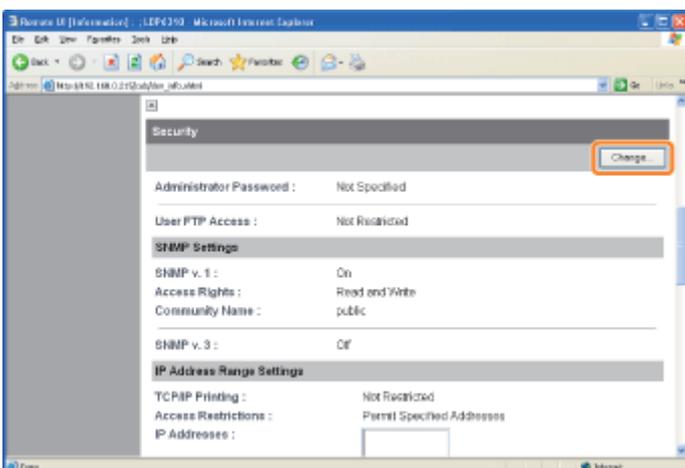
## 2

Select [Information] from the [Device Manager] menu.



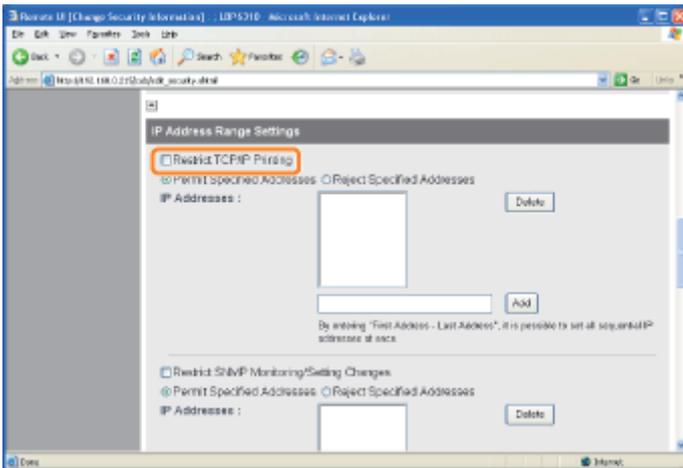
## 3

Click [Change] under [Security].



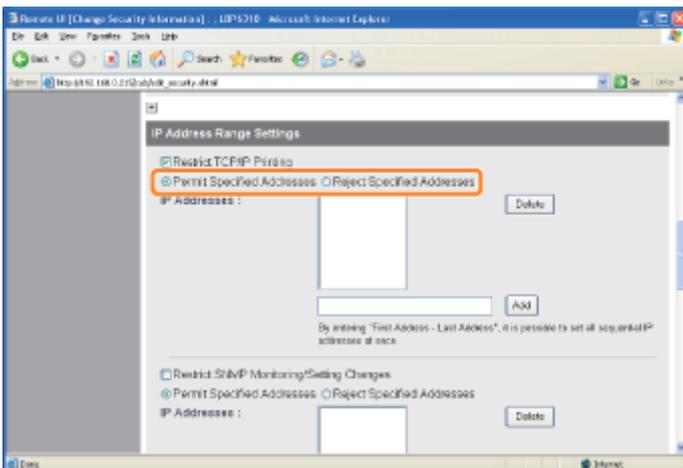
## 4

Select the **[Restrict TCP/IP Printing]** check box.



## 5

Select **[Permit Specified Addresses]** or **[Reject Specified Addresses]**.



[Permit Specified Addresses]	Only users specified in [IP Addresses] can perform printing.
[Reject Specified Addresses]	Users specified in [IP Addresses] cannot perform printing.

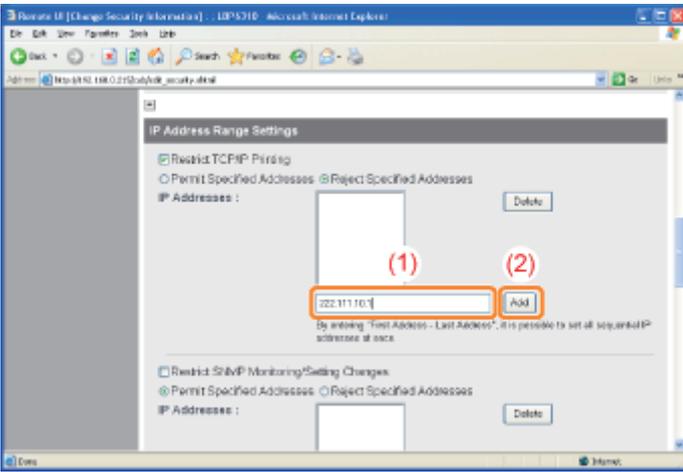
## 6

Set the **IP address**.

(1) Enter the IP address of a computer for which you permit or reject printing.

† Enter the IP address by separating the numbers with "." (period), for example, AAA.BBB.CCC.DDD.

(2) Click [Add].



You can also enter IP addresses as follows.

Input Example of the IP Addresses	Method for Entering IP Addresses
AAA.BBB.CCC.15-AAA.BBB.CCC.18	<p>If you want to enter the IP addresses of consecutive numbers, place "-" (hyphen) between the address of the smallest number and that of the largest number.</p> <p>The example on the left is equivalent to entering addresses from AAA.BBB.CCC.15 to AAA.BBB.CCC.18.</p>
AAA.BBB.CCC.*	<p>Entering "*" (asterisk) is equivalent to entering the numbers from 0 to 255.</p> <p>The example on the left is equivalent to entering addresses from AAA.BBB.CCC.0 to AAA.BBB.CCC.255.</p>

† You can set IP addresses of up to 255 characters.

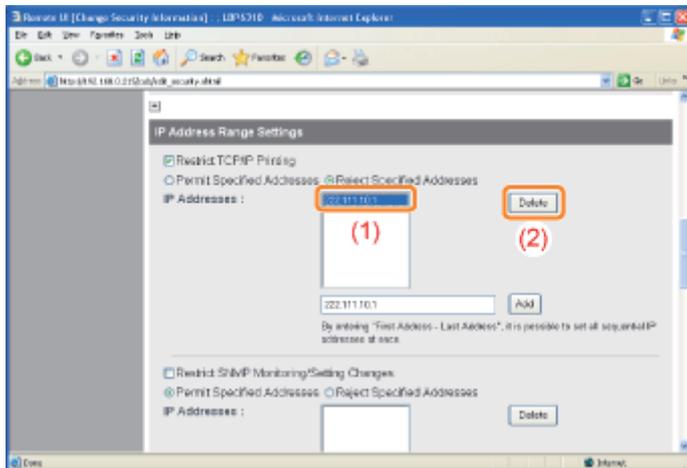
<Counting example of the number of characters>

- "192.168.0.215" = 13 characters
- "192.168.0.215-192.168.0.218" = 27 characters

#### NOTE

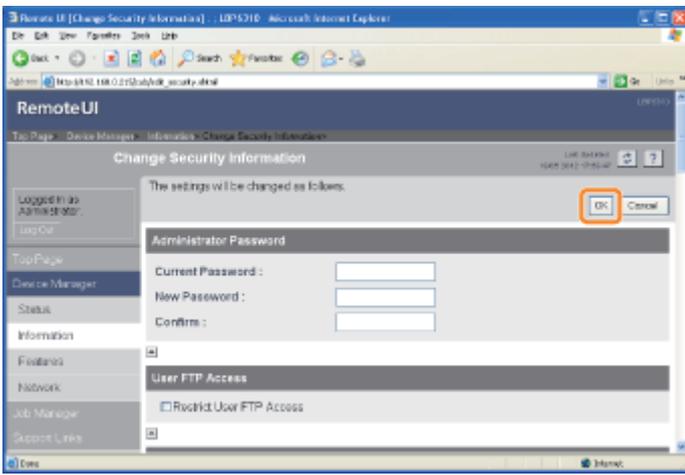
##### When deleting a set IP address

- (1) Select an IP address you want to delete.
- (2) Click [Delete].



## 7

Click [OK].



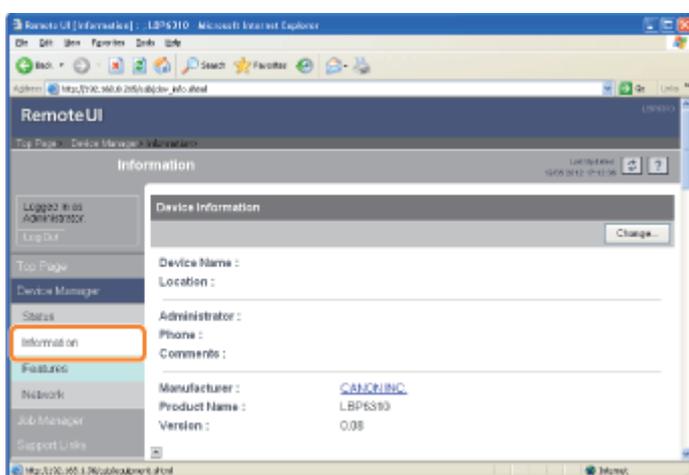
# Restricting the Users Who Can Monitor/Change the Settings Using the SNMP Protocol

This section describes the procedure for specifying the settings using the Remote UI. To specify the settings using FTP Client, see "FTP Client."

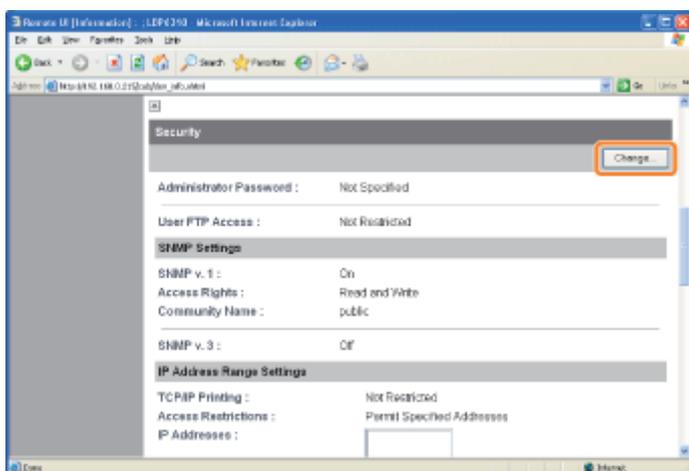
**1**  
**Start the Remote UI, and then log in as Administrator.**

➤ "Starting the Remote UI"

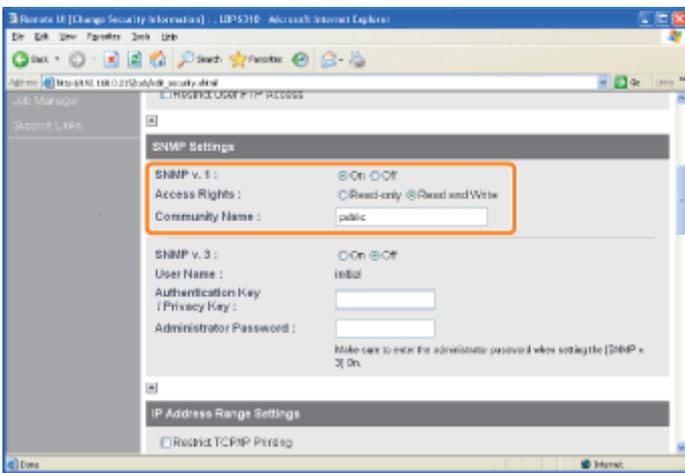
**2**  
**Select [Information] from the [Device Manager] menu.**



**3**  
**Click [Change] under [Security].**



**4**  
**Configure the SNMP v. 1 protocol.**



### If you want to use the SNMP v. 1 protocol

1. Set [SNMP v. 1] to [On].
2. For [Access Rights], select in which mode the SNMP v. 1 agent can operate, [Read-only] or [Read and Write].
  - † Selecting [Read-only] makes overwriting unavailable, and you may not be able to use some functions of Canon utility software or to use the software properly due to an error occurring.
3. Specify the community name of SNMP in [Community Name].

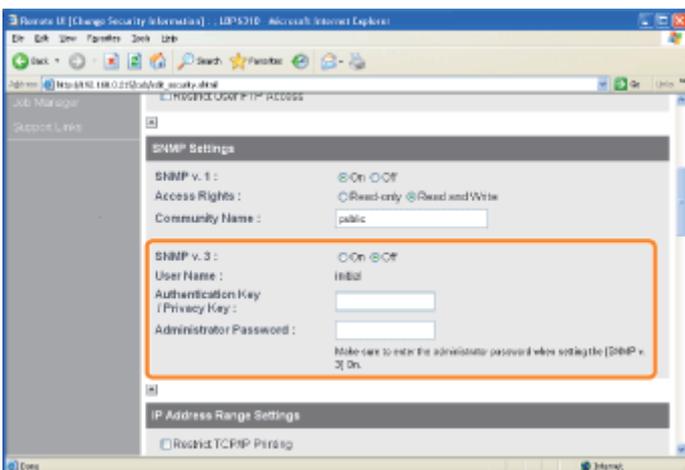
### If you do not want to use the SNMP v. 1 protocol

Set [SNMP v. 1] to [Off].

- † If [Off] is specified, you may not be able to use the Canon utility software. Consult your network administrator before selecting [Off].

## 5

### Configure the SNMP v. 3 protocol.



### If you want to use the SNMP v. 3 protocol

1. Set [SNMP v. 3] to [On].
  - † The user name to be used for the SNMP v. 3 protocol is set to "initial."
2. Specify the authentication key or privacy key to be used in SNMP v. 3 in [Authentication Key/Privacy Key].
3. Enter the administrator password for the Remote UI in [Administrator Password].
  - † If the administrator password is not specified, you do not need to enter the password.

## If you do not want to use the SNMP v. 3 protocol

Set [SNMP v. 3] to [Off].

### **?** If the SNMP v. 3 protocol settings are not displayed

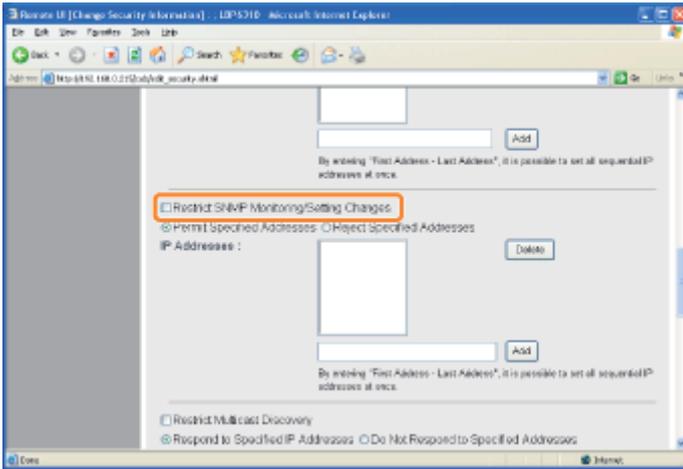
If you change the settings for the SNMP v. 3 protocol using software other than the Remote UI, the settings are not displayed in the Remote UI.

To display the settings again, reset the network settings to the default values.

➤ ["Initializing the Network Settings"](#)

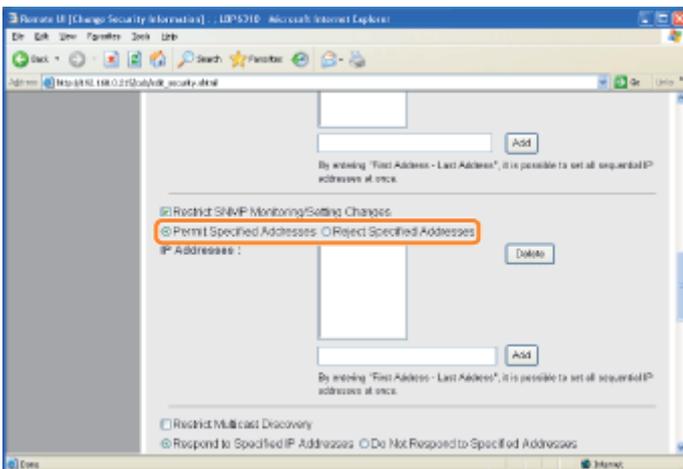
## 6

Select the **[Restrict SNMP Monitoring/Setting Changes]** check box.



## 7

Select **[Permit Specified Addresses]** or **[Reject Specified Addresses]**.



[Permit Specified Addresses]

Only users specified in [IP Addresses] can monitor and change the settings.

[Reject Specified Addresses]

Users specified in [IP Addresses] cannot monitor and change the settings.

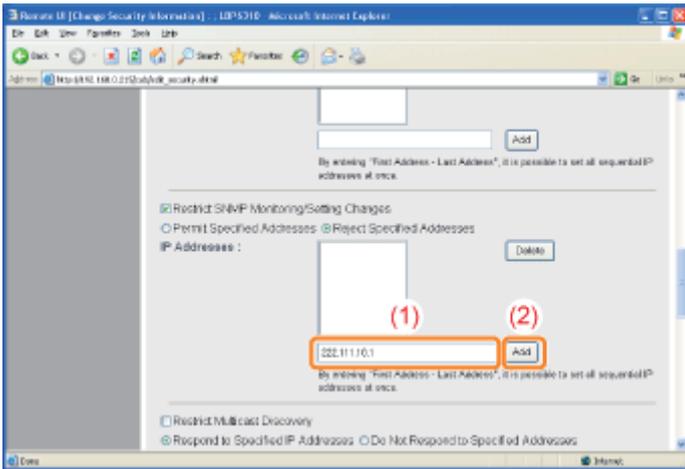
## 8

Set the IP address.

- (1) Enter the IP address of a computer for which you permit or reject monitoring and changing the settings using the SNMP protocol.

† Enter the IP address by separating the numbers with "." (period), for example, AAA.BBB.CCC.DDD.

(2) Click [Add].



You can also enter IP addresses as follows.

Input Example of the IP Addresses	Method for Entering IP Addresses
AAA.BBB.CCC.15-AAA.BBB.CCC.18	<p>If you want to enter the IP addresses of consecutive numbers, place "-" (hyphen) between the address of the smallest number and that of the largest number.</p> <p>The example on the left is equivalent to entering addresses from AAA.BBB.CCC.15 to AAA.BBB.CCC.18.</p>
AAA.BBB.CCC.*	<p>Entering "*" (asterisk) is equivalent to entering the numbers from 0 to 255.</p> <p>The example on the left is equivalent to entering addresses from AAA.BBB.CCC.0 to AAA.BBB.CCC.255.</p>

† You can set IP addresses of up to 255 characters.

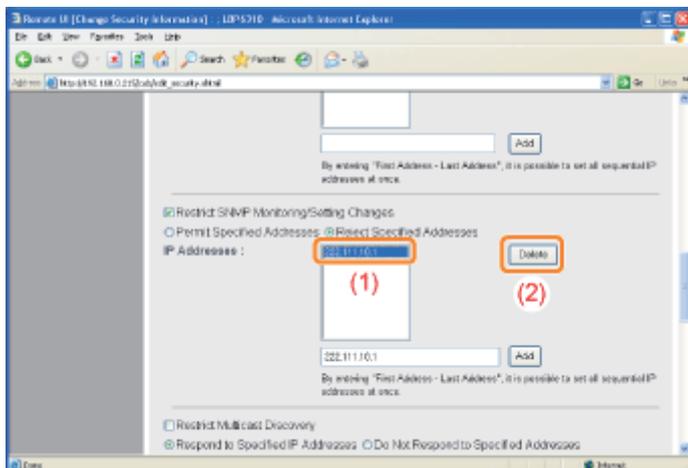
<Counting example of the number of characters>

- "192.168.0.215" = 13 characters
- "192.168.0.215-192.168.0.218" = 27 characters

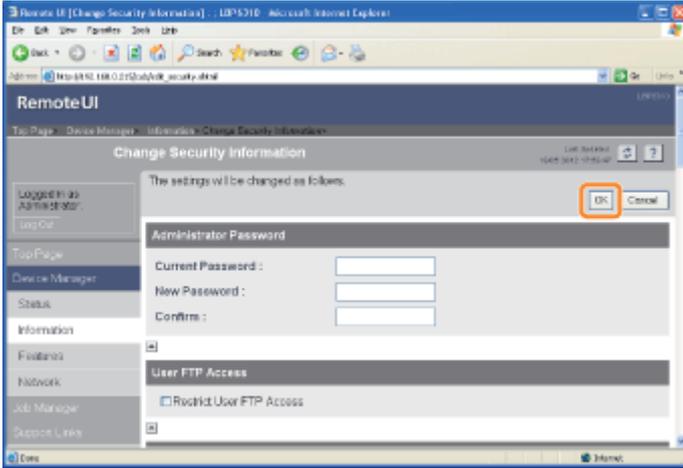
**NOTE**

**When deleting a set IP address**

- (1) Select an IP address you want to delete.
- (2) Click [Delete].



Click [OK].



# Restricting the Users Who Can Perform Multicast Discovery

This section describes the procedure for specifying the settings using the Remote UI. To specify the settings using FTP Client, see "FTP Client."

## NOTE

### Multicast discovery

This is a function that searches for certain devices using Service Location Protocol (SLP).

By using the multicast discovery function, you can search for only the devices whose values in [Scope Name] are verified, using the service location protocol (SLP) from utility software, such as NetSpot Device Installer.

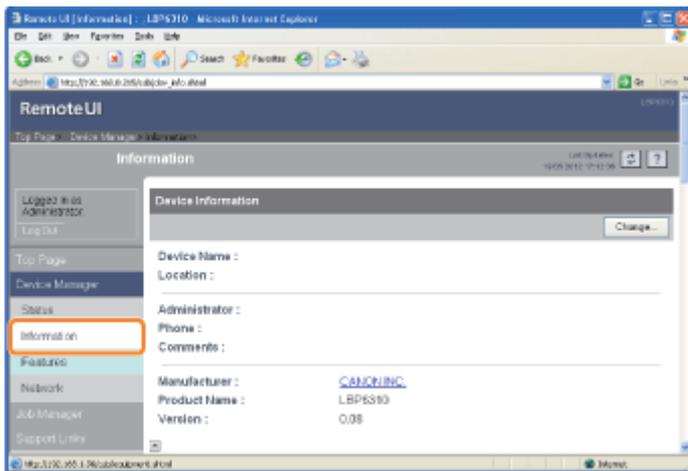
## 1

Start the Remote UI, and then log in as Administrator.

➤ "Starting the Remote UI"

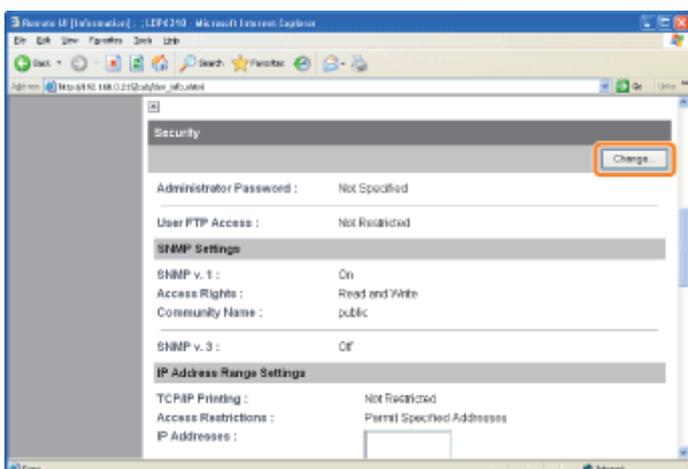
## 2

Select [Information] from the [Device Manager] menu.



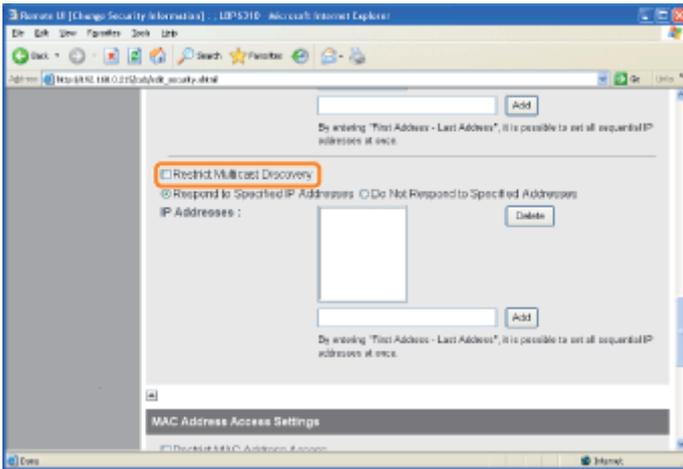
## 3

Click [Change] under [Security].



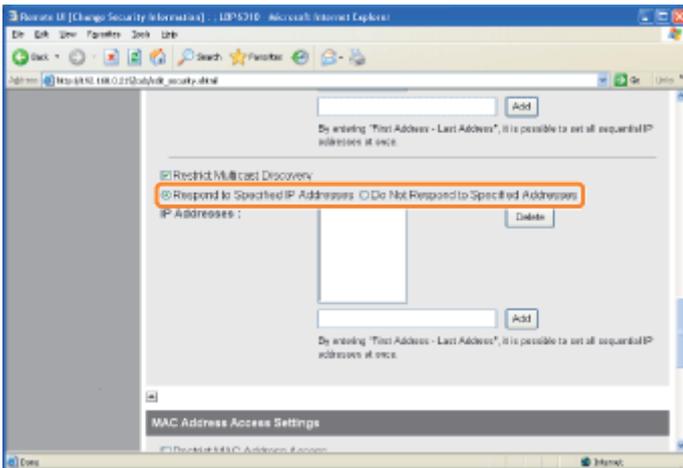
## 4

Select the **[Restrict Multicast Discovers]** check box.



## 5

Select **[Respond to Specified IP Addresses]** or **[Do Not Respond to Specified Addresses]**.



[Respond to Specified IP Addresses]

Only users specified in [IP Addresses] can respond to searches that used the multicast discovery function.

[Do Not Respond to Specified Addresses]

Users specified in [IP Addresses] cannot respond to searches that used the multicast discovery function.

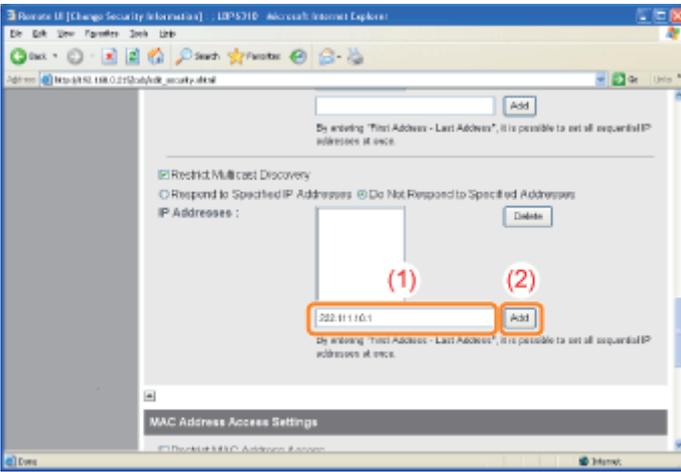
## 6

Set the IP address.

(1) Enter an IP address that can respond or cannot respond to searches that used the multicast discovery.

† Enter the IP address by separating the numbers with "." (period), for example, AAA.BBB.CCC.DDD.

(2) Click [Add].



You can also enter IP addresses as follows.

Input Example of the IP Addresses	Method for Entering IP Addresses
AAA.BBB.CCC.15-AAA.BBB.CCC.18	<p>If you want to enter the IP addresses of consecutive numbers, place "-" (hyphen) between the address of the smallest number and that of the largest number.</p> <p>The example on the left is equivalent to entering addresses from AAA.BBB.CCC.15 to AAA.BBB.CCC.18.</p>
AAA.BBB.CCC.*	<p>Entering "*" (asterisk) is equivalent to entering the numbers from 0 to 255.</p> <p>The example on the left is equivalent to entering addresses from AAA.BBB.CCC.0 to AAA.BBB.CCC.255.</p>

† You can set IP addresses of up to 255 characters.

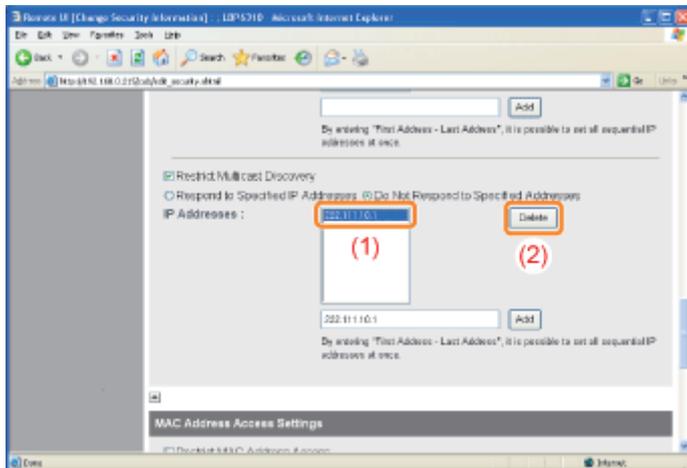
<Counting example of the number of characters>

- "192.168.0.215" = 13 characters
- "192.168.0.215-192.168.0.218" = 27 characters

#### NOTE

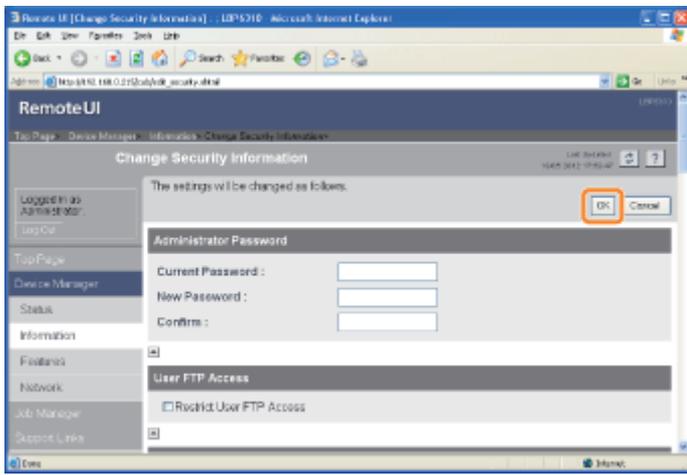
##### When deleting a set IP address

- (1) Select an IP address you want to delete.
- (2) Click [Delete].



**7**

**Click [OK].**



# Restricting the Users Who Can Access

This section describes the procedure for specifying the settings using the Remote UI. To specify the settings using FTP Client, see "FTP Client."

## NOTE

### When restricted users access to print or perform some other operation

The message <Network Board Error> appears in the Printer Status Window.

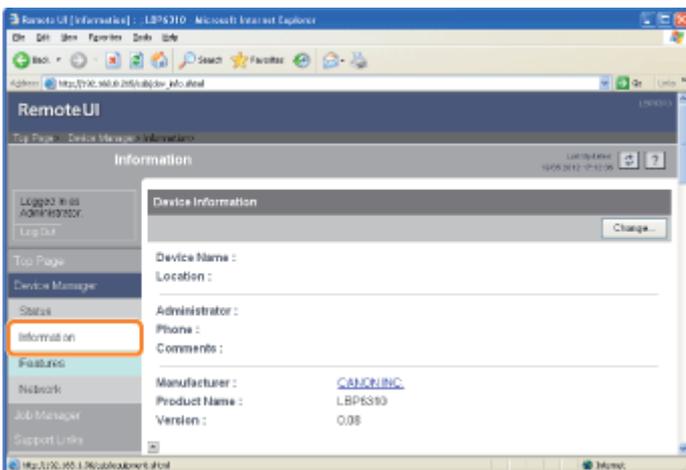
## 1

Start the Remote UI, and then log in as Administrator.

➤ "Starting the Remote UI"

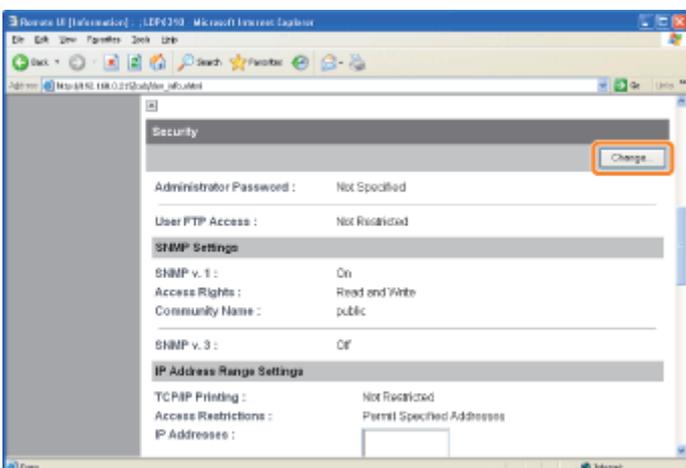
## 2

Select [Information] from the [Device Manager] menu.



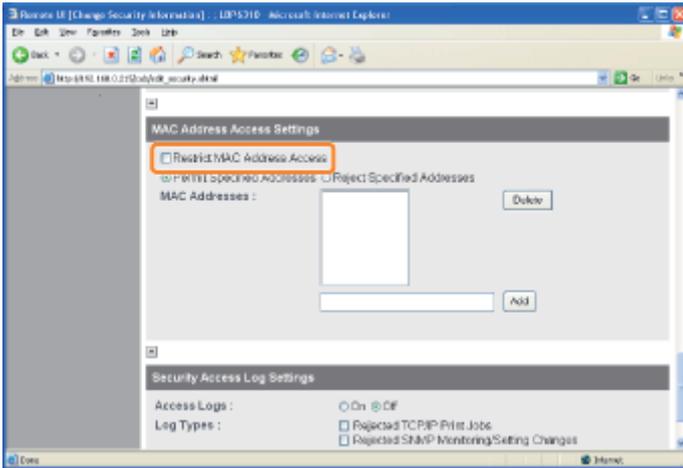
## 3

Click [Change] under [Security].



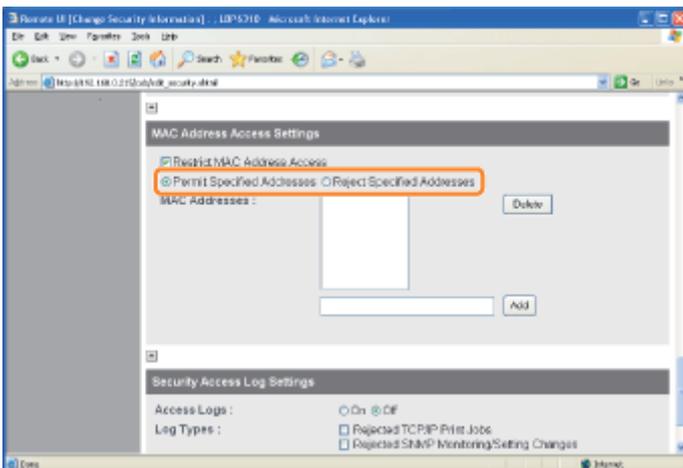
## 4

Select the **[Restrict MAC Address Access]** check box.



## 5

Select **[Permit Specified Addresses]** or **[Reject Specified Addresses]**.



### IMPORTANT

#### When **[Permit Specified Addresses]** is selected

You cannot access from an unauthorized MAC address. Therefore, confirm the MAC address when entering it.

- † If there is no corresponding MAC address, you cannot access the network. In this case, you can access the network by initializing the network settings.
  - ❏ "Initializing the Network Settings"

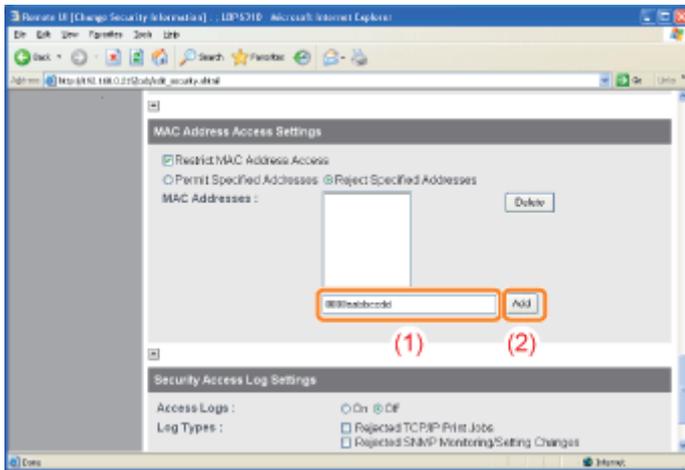
## 6

Set the **MAC address**.

(1) Enter the MAC address of a device for which you permit or reject accessing.

- † Enter 12-digit alphanumeric characters as 0123456789ab without separating them with "-" (hyphen) or ":" (colon).
- † You can set up to 20 MAC addresses.

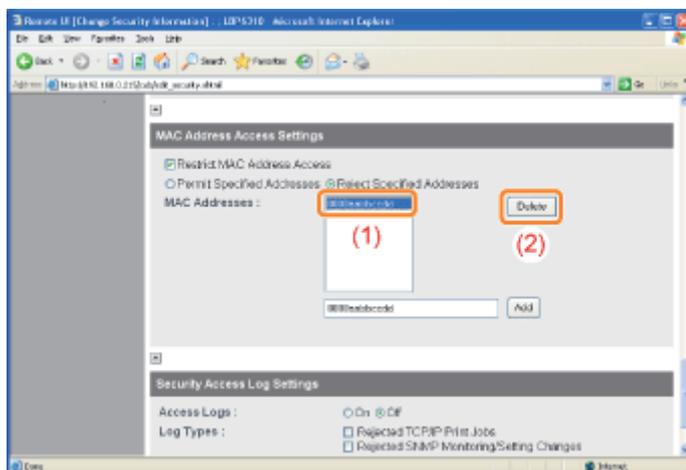
(2) Click [Add].



## NOTE

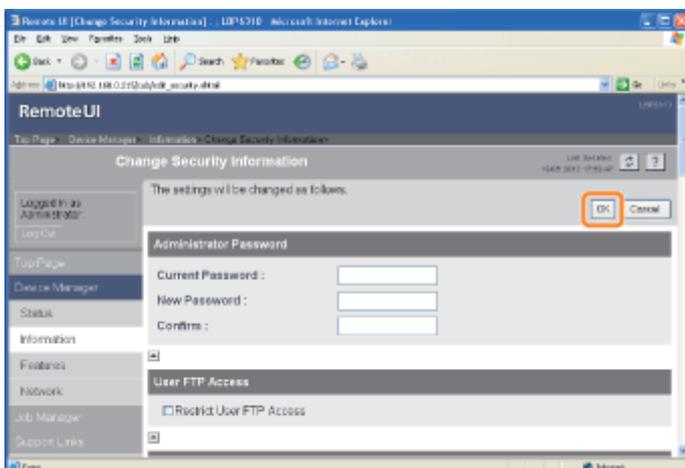
### When deleting a set MAC address

- (1) Select a MAC address you want to delete.
- (2) Click [Delete].



## 7

Click [OK].



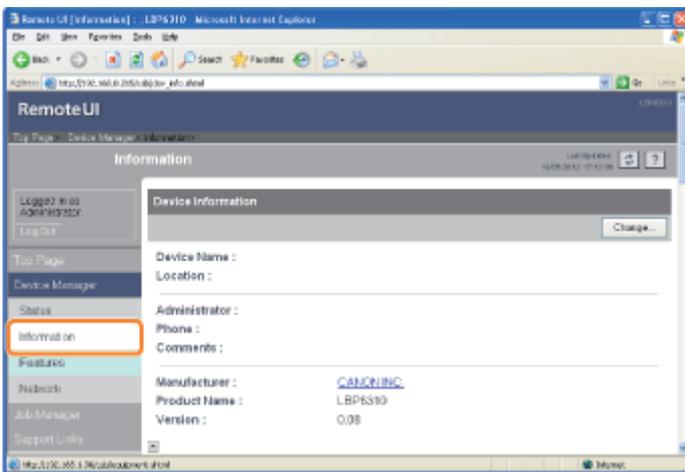
# Restricting the FTP Access from End-Users

This section describes the procedure for specifying the settings using the Remote UI. To specify the settings using FTP Client, see "FTP Client."

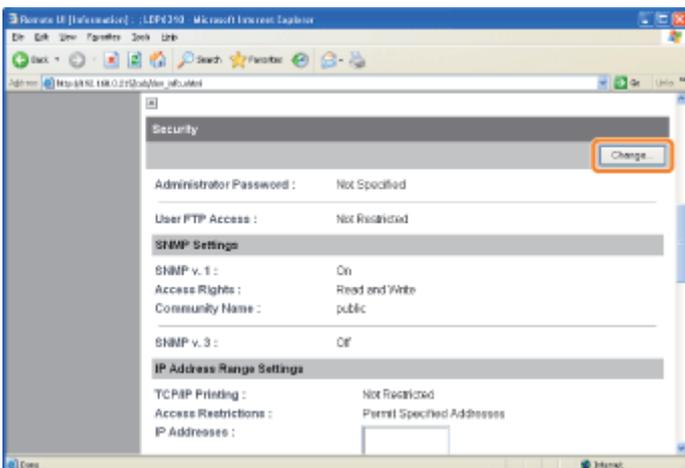
**1**  
**Start the Remote UI, and then log in as Administrator.**

➤ "Starting the Remote UI"

**2**  
**Select [Information] from the [Device Manager] menu.**

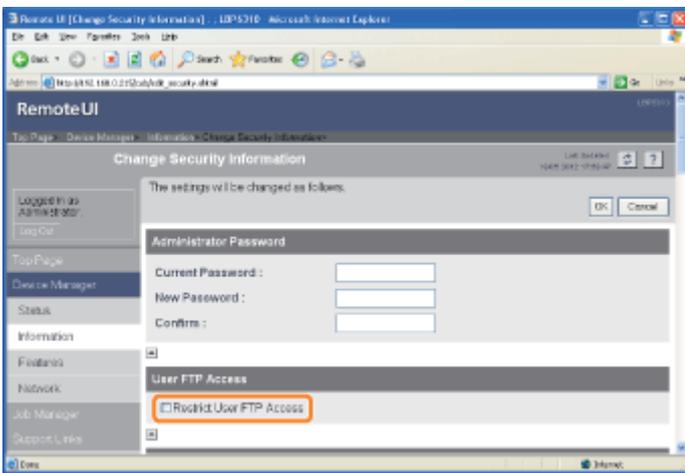


**3**  
**Click [Change] under [Security].**



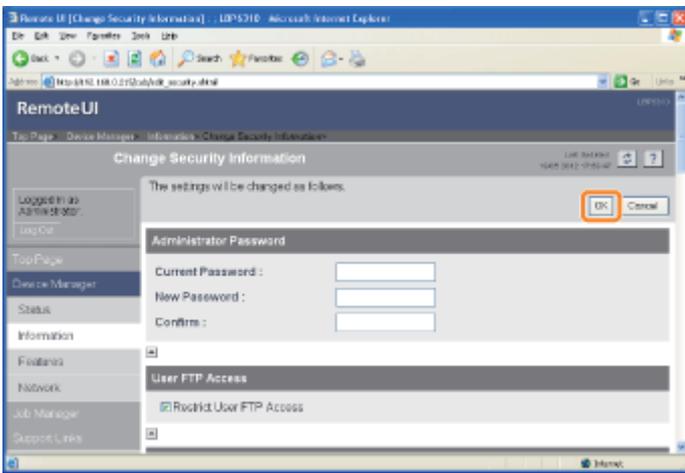
**4**  
**Select the [Restrict User FTP Access] check box.**

If the check box for this option is cleared, all the users can access using FTP Client.



5

Click [OK].



# Obtaining the Security Access Logs

You can obtain the security access logs (information about the date and time when the access was blocked, IP address, port number, and restriction type) when access from a user restricted in [IP Address Range Settings] is blocked.

This section describes the procedure for specifying the settings using the Remote UI. To specify the settings using FTP Client, see "[FTP Client](#)."

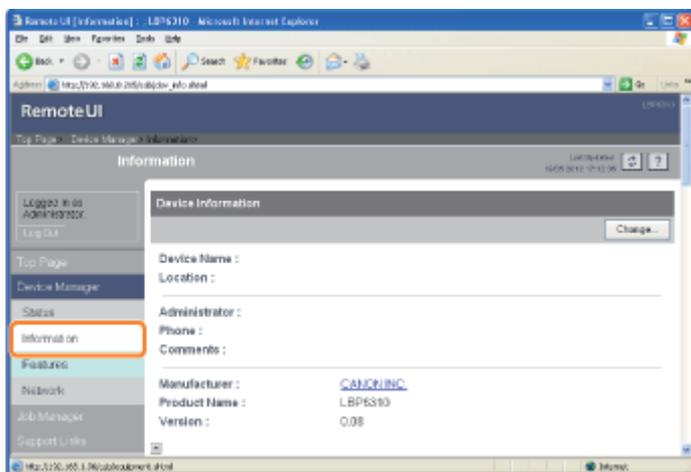
## 1

**Start the Remote UI, and then log in as Administrator.**

➤ "Starting the Remote UI"

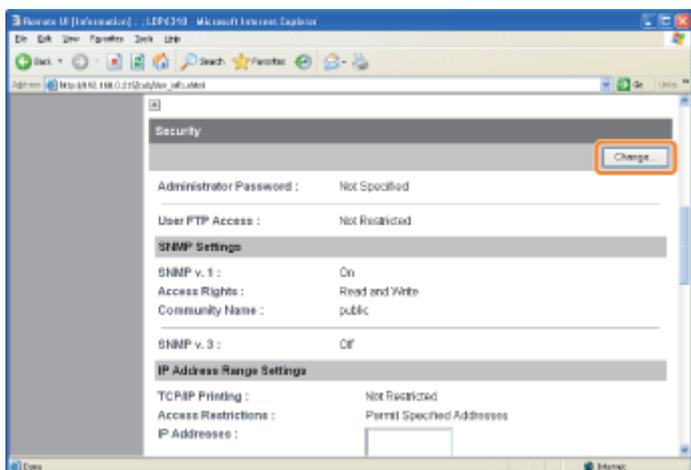
## 2

**Select [Information] from the [Device Manager] menu.**



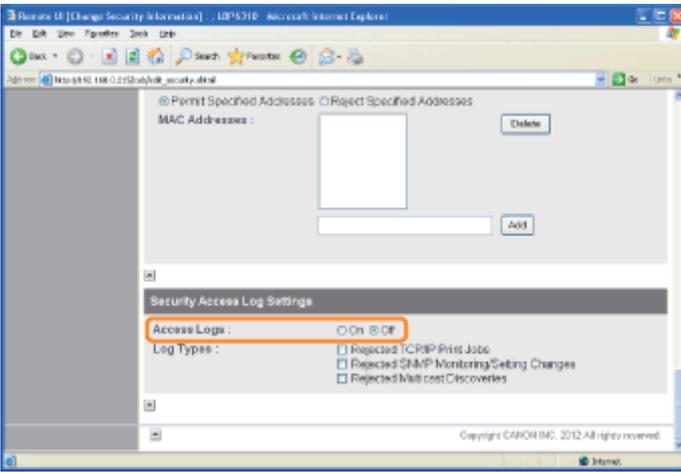
## 3

**Click [Change] under [Security].**



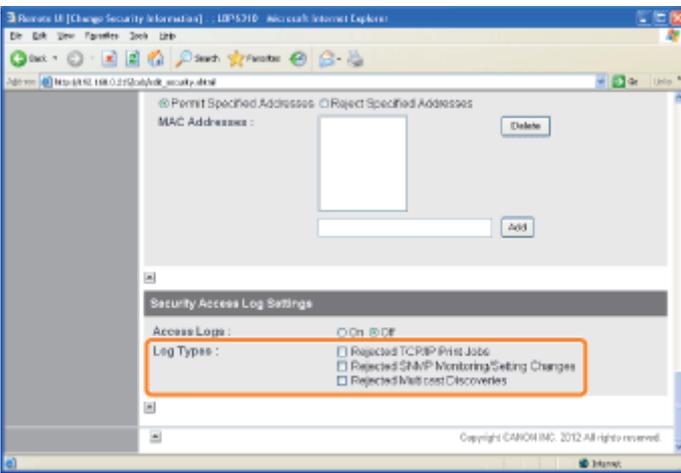
## 4

**Set [Access Logs] to [On].**



## 5

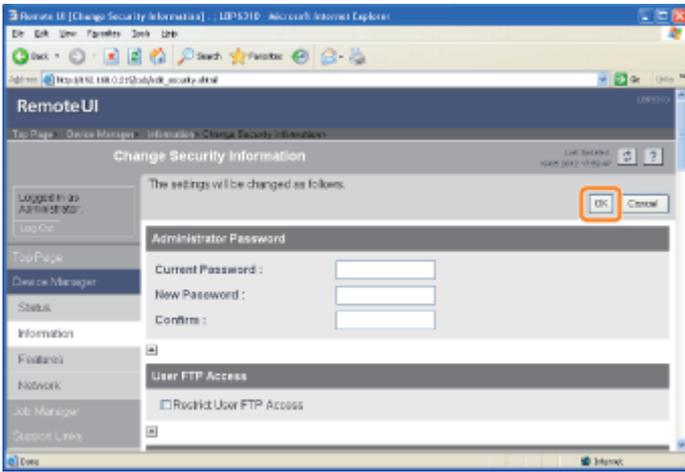
Select a check box for the type of logs which you want to obtain.



[Rejected TCP/IP Print Jobs]	The security access log is recorded when access from a user who is rejected to perform the TCP/IP printing is blocked.
[Rejected SNMP Monitoring/Setting Changes]	The security access log is recorded when access from a user who is rejected to monitor/change the SNMP setting is blocked.
[Rejected Multicast Discoveries]	The security access log is recorded when access from a user who is rejected to perform the multicast discovery is blocked.

## 6

Click [OK].



 To check the obtained security access logs  
    ■ "Checking the Security Access Logs"

# Checking the Security Access Logs

You can check the obtained security access logs using the Remote UI.  
It also allows you to save or clear the security access logs.

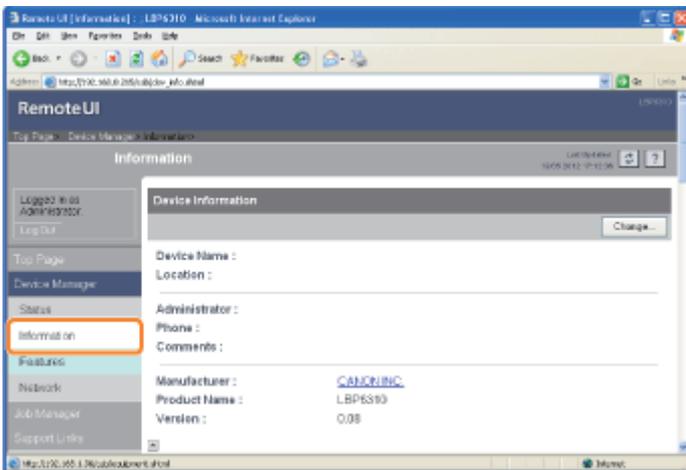
1

**Start the Remote UI, and then log in as Administrator.**

➤ "Starting the Remote UI"

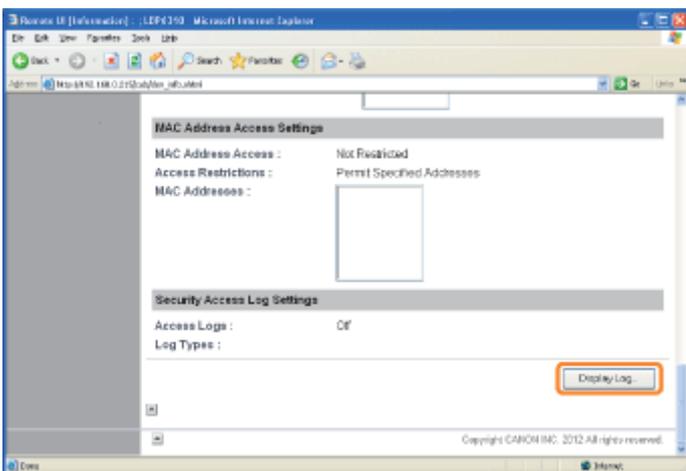
2

**Select [Information] from the [Device Manager] menu.**



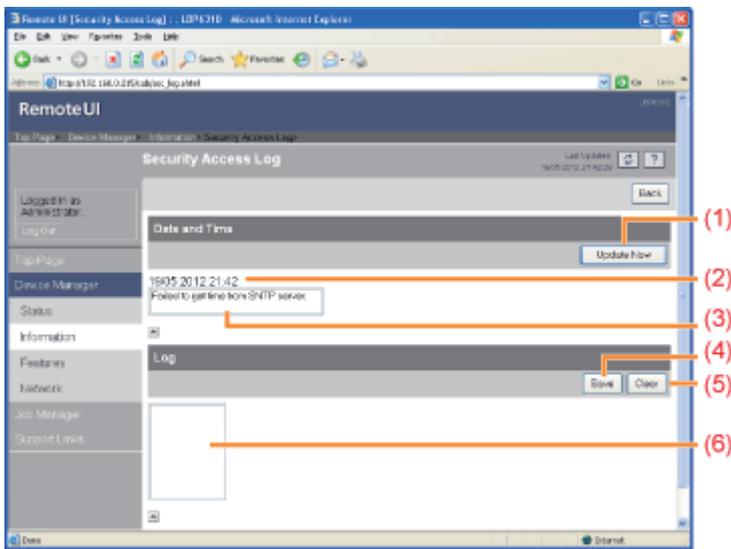
3

**Click [Display Log] under [Security Access Log Settings].**



4

**Check the security access logs or other information.**



**(1) [Update Now]**

Clicking this button obtains information about the date and time from the SNTP server. Reflects the obtained status to [Date and Time] and [SNTP Server Log] according to success or failure of obtaining information.

† For details on the SNTP settings, see "[Configuring the Protocol Settings.](#)"

**(2) [Date and Time]**

Displays the date and time obtained from the SNTP server.

The local time of the printer is displayed when the time and date could not be obtained for some reason, such as that the SNTP server address is not specified.

**(3) [SNTP Server Log]**

Displays the obtained status from the SNTP server.

- **When succeeded in obtaining the status**  
Synchronized with the SNTP server at <The date and time when they were obtained>.  
Next synchronization in <The date and time when they are to be obtained next>.
- **While in the process of obtaining the status**  
Getting time from SNTP Server.
- **When failed to obtain the status**  
Failed to get time from SNTP Server.

**(4) [Save]**

Saves the obtained security access log in text format.

**(5) [Clear]**

Clears the obtained security access logs.

**(6) [Security Access Log]**

Displays the obtained security access logs.

The date and time when the access was blocked, IP address, port number, and restriction type\* are displayed.

\* "PRINT" (Rejected TCP/IP Print Jobs), "SNMP" (Rejected SNMP Monitoring or Setting Changes), or "SLP" (Rejected Multicast Discoveries)

† Up to 100 security access logs can be obtained.

When the number of logs exceeds 100, the logs are deleted starting from the oldest one.

# Troubleshooting

---



## Printer Unit Problems

---

- ❖ Printing Cannot Be Performed
- ❖ The Printer Takes a Long Time to Start the Print Job
- ❖ You Cannot Turn the Printer ON
- ❖ All the Indicators on the Network Interface Are Off



## Driver Problems

---

- ❖ You Cannot Install the Printer Driver
- ❖ You Cannot Uninstall the Printer Driver
- ❖ The Printer Driver Settings Cannot Be Changed
- ❖ "Profiles" Cannot Be Selected or Edited
- ❖ The Status of the Paper Feeder Cannot Be Obtained Automatically



## Paper Jams

---

- ❖ Paper Jams



## Error Display

---

- ❖ The Alarm Indicator Is On/Blinking
- ❖ A Message Appears in the Printer Status Window



## Printout Problems

---

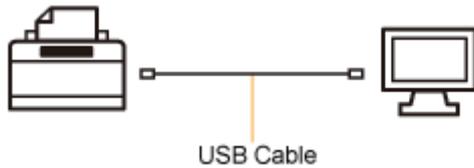
- ❖ Poor Printout Results
-

## Printing Cannot Be Performed

The solutions for when printing cannot be performed vary depending on your environment. See the solutions according to your environment.

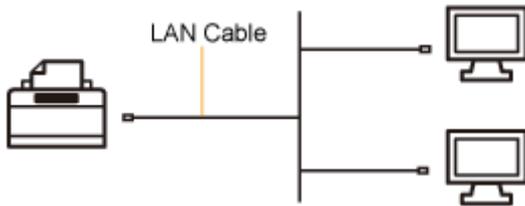
### If You Are Using the Printer by Direct Connection

#### If the printer is connected by a USB cable



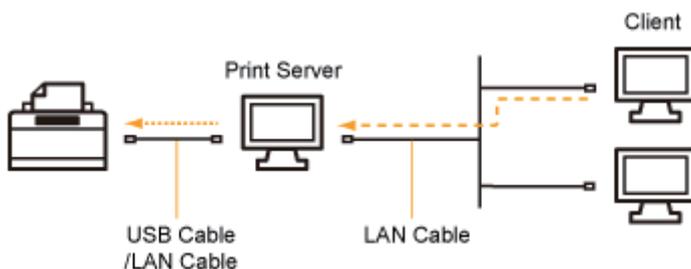
❖ "Printing Cannot Be Performed (USB Connection)"

#### If the printer is connected by a LAN cable



❖ "Printing Cannot Be Performed (LAN Connection)"

### If You Are Using the Printer in the Print Server Environment



#### If your computer is the print server

❖ "Printing Cannot Be Performed (USB Connection)"  
❖ "Printing Cannot Be Performed (LAN Connection)"

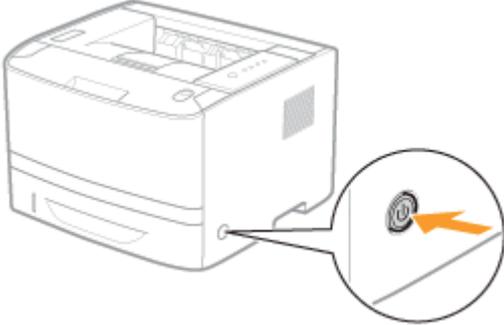
#### If your computer is a client computer

❖ "Printing Cannot Be Performed (via the Print Server)"

## Printing Cannot Be Performed (USB Connection)

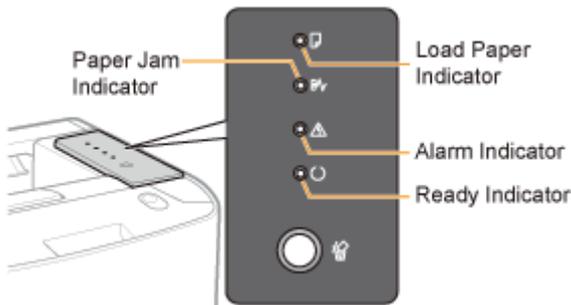
If you cannot print when the printer is connected to the computer by a USB cable, check the problem following the questions below.

### <Question 1> Is the printer turned ON?



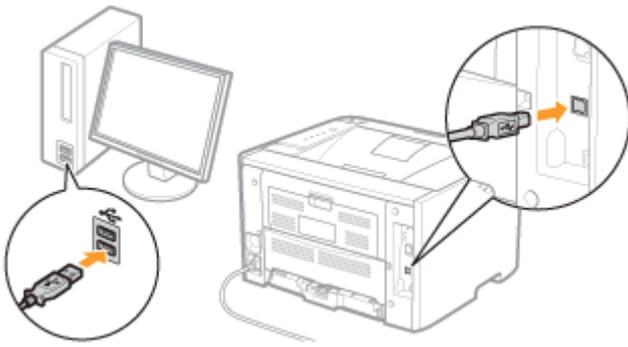
<b>ON</b>	To <Question 2>
<b>OFF</b>	Turn the printer ON.
<b>Cannot be turned ON</b>	❖ "You Cannot Turn the Printer ON"

### <Question 2> Check the indicators on the printer unit.



<b>The  (Load Paper) indicator is blinking.</b>	Load paper. ❖ "Paper Loading and Output"
<b>The  (Paper Jam) indicator is blinking.</b>	❖ "Paper Jams"
<b>The  (Alarm) indicator is on.</b>	❖ "The Alarm Indicator Is On/Blinking"
<b>The  (Alarm) indicator is blinking.</b>	
<b>The  (Ready) indicator is on.</b>	To <Question 3>
<b>The  (Ready) indicator is blinking.</b>	The printer is operating. Please wait a moment.

### <Question 3> Is the USB cable connected properly?



<b>Connected</b>	<p>Try the following point.</p> <ul style="list-style-type: none"> <li>• If you are using a hub, connect the printer to the computer directly.</li> <li>• If you are using a long USB cable, replace it with the short one.</li> <li>• If you have another USB cable, use it.</li> </ul> <p style="text-align: center;">▼</p> <p style="text-align: center;">If printing is not performed, proceed to &lt;Question 4&gt;.</p>
<b>Unconnected</b>	<p>Connect the cable properly.</p> <ul style="list-style-type: none"> <li>❖ <a href="#">"Connecting the Printer and Computer"</a></li> </ul>

### <Question 4> Can you print a test page in Windows?

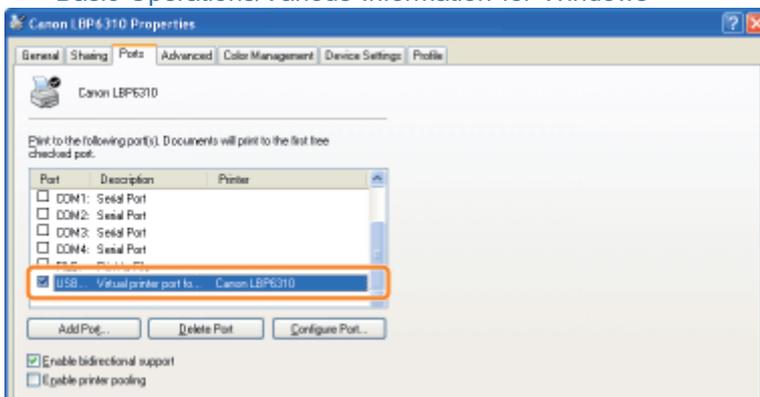
❖ ["Basic Operations/Various Information for Windows"](#)



<b>Printable</b>	There is no problem with the printer and driver. Check the printing preferences in the application.
<b>Not printable</b>	To <Question 5>

### <Question 5> Is the port to be used selected correctly?

❖ ["Basic Operations/Various Information for Windows"](#)



<b>Selected</b>	To <Question 6>
<b>Not selected</b>	Select the correct port.

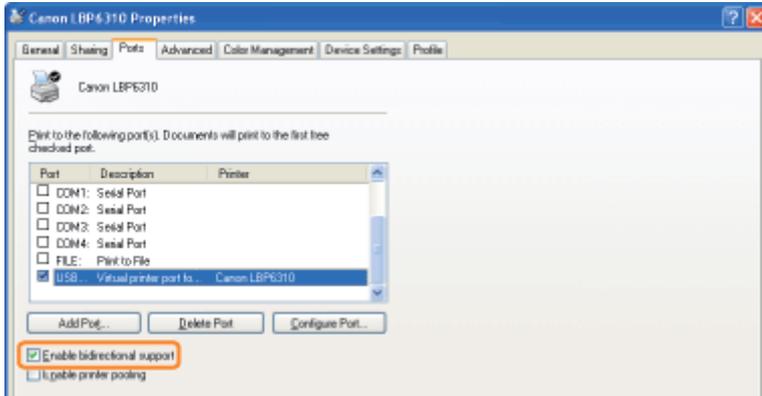
**The port to be used cannot be found.**

Install the printer driver again.

- ❖ "Uninstalling the Printer Driver"
- ❖ "Installing the Printer Driver"

**<Question 6> Is bi-directional communication enabled?**

- ❖ "Basic Operations/Various Information for Windows"



**Enabled**

To <Question 7>

**Not enabled**

Enable bi-directional communication and restart the computer and printer.

**<Question 7> Try the following points.**

- Make resident software invalid including security software.
- If any other devices are connected to your computer by USB connection, disconnect those unneeded.
- If drivers or software of any other devices (USB connection) is installed on your computer, uninstall those unneeded.
- Connect the USB cable to another USB port on your computer.
- Connect the printer to another computer with a USB cable.



If printing does not work, proceed to <Question 8>.

**<Question 8> Install the printer driver again.**

- ❖ "Uninstalling the Printer Driver"
- ❖ "Installing the Printer Driver"



If printing does not work, proceed to <Question 9>.

**<Question 9> Uninstall the USB class driver, and then install the printer driver again.**

- ❖ "Uninstalling the USB Class Driver"
- ❖ "Uninstalling the Printer Driver"
- ❖ "Installing the Printer Driver"

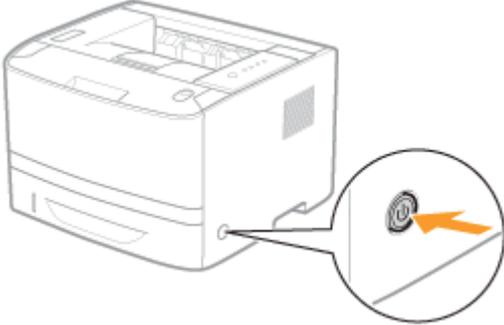


If printing does not work, contact your local authorized Canon dealer.

## Printing Cannot Be Performed (LAN Connection)

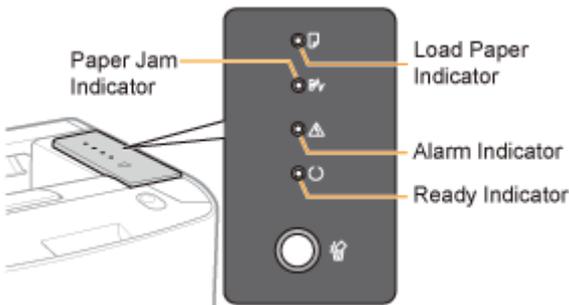
If you cannot print when the printer is connected to the computer by a LAN cable, check the problem following the questions below.

### <Question 1> Is the printer turned ON?



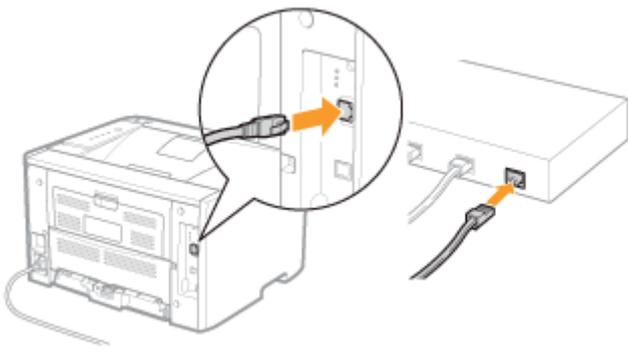
<b>ON</b>	To <Question 2>
<b>OFF</b>	Turn the printer ON.
<b>Cannot be turned ON</b>	❖ <a href="#">"You Cannot Turn the Printer ON"</a>

### <Question 2> Check the indicators on the printer unit.



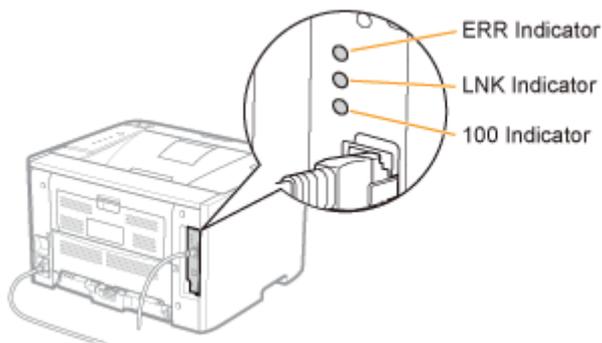
<b>The  (Load Paper) indicator is blinking.</b>	Load paper. ❖ <a href="#">"Paper Loading and Output"</a>
<b>The  (Paper Jam) indicator is blinking.</b>	❖ <a href="#">"Paper Jams"</a>
<b>The  (Alarm) indicator is on.</b>	❖ <a href="#">"The Alarm Indicator Is On/Blinking"</a>
<b>The  (Alarm) indicator is blinking.</b>	
<b>The  (Ready) indicator is on.</b>	To <Question 3>
<b>The  (Ready) indicator is blinking.</b>	The printer is operating. Please wait a moment.

### <Question 3> Is the LAN cable connected properly?



<b>Connected</b>	To <Question 4>
<b>Unconnected</b>	Connect the cable properly. ❖ "Connecting the Printer and Computer"

**<Question 4> Check the indicators on the network interface.**



<b>The LNK indicator is on.</b>	To <Question 5>
<b>The 100 indicator is on.</b>	To <Question 5>
<b>The ERR indicator is on.</b>	The hardware of the printer is in an abnormal condition. Contact your local authorized Canon dealer to request service.
<b>All the indicators are off.</b>	❖ "All the Indicators on the Network Interface Are Off"

**<Question 5> Can you print a test page in Windows?**

❖ "Basic Operations/Various Information for Windows"



<b>Printable</b>	There is no problem with the printer and driver. Check the printing preferences in the application.
<b>Not printable</b>	To <Question 6>

**<Question 6> Is the IP address set properly?**

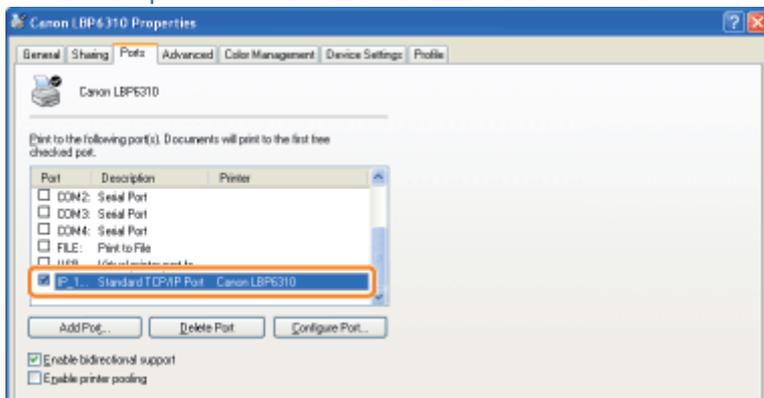
Check that the IP address is set properly using the PING command.

❏ "Basic Operations/Various Information for Windows"

<b>Set</b>	To <Question 7>
<b>Not set</b>	Set the IP address properly. ❏ "Setting the IP Address"

**<Question 7> Is the port to be used selected correctly?**

❏ "Basic Operations/Various Information for Windows"



<b>Selected</b>	To <Question 8>
<b>Not selected</b>	Select the correct port.
<b>The port to be used cannot be found.</b>	Create a port.
<b>The IP address was changed.</b>	❏ "When Changing the IP Address (Changing the Port)"

**<Question 8> Try the following points.**

- The printer is specified as the default printer.
- The TCP/IP protocol is running.
- The users who can print are not restricted.  
❏ "Restricting the Users Who Can Print"



If printing does not work, proceed to <Question 9>.

**<Question 9> Connect the printer and computer directly with the cross-type\* LAN cable.**

\* This is a LAN cable which is used to connect a printer and computer directly without a hub (LAN network).



If printing does not work or if you cannot prepare a cross-type LAN cable, proceed to <Question 10>.

**<Question 10> Install the printer driver again.**

- ❏ "Uninstalling the Printer Driver"
- ❏ "Installing the Printer Driver (LAN Connection)"



If printing does not work, proceed to <Question 11>.

**<Question 11> Can you print from another computer (LAN connection)?**



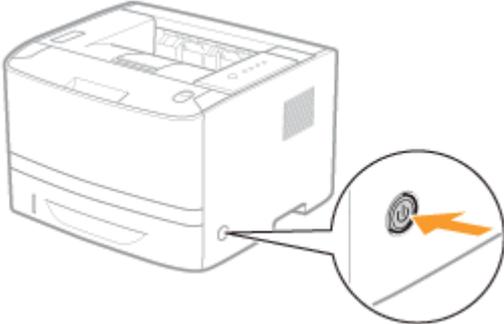
<b>Printable</b>	Make resident software invalid including security software.
<b>Not printable</b>	Contact your local authorized Canon dealer.

---

## Printing Cannot Be Performed (via the Print Server)

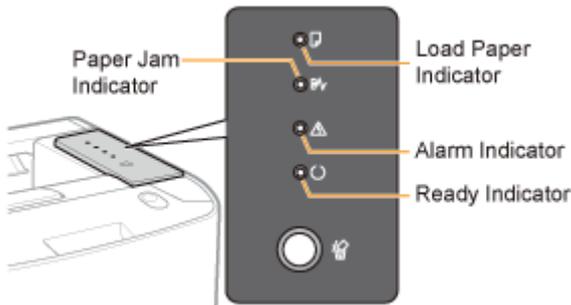
If you cannot print when the printer is used via the print server, check the problem following the questions below.

### <Question 1> Is the printer turned ON?



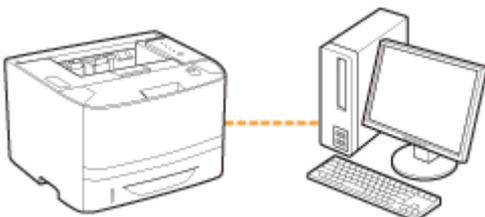
<b>ON</b>	To <Question 2>
<b>OFF</b>	Turn the printer ON.
<b>Cannot be turned ON</b>	❖ "You Cannot Turn the Printer ON"

### <Question 2> Check the indicators on the printer unit.



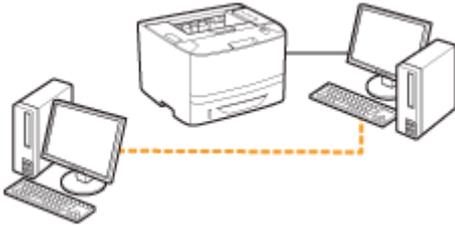
<b>The  (Load Paper) indicator is blinking.</b>	Load paper. ❖ "Paper Loading and Output"
<b>The  (Paper Jam) indicator is blinking.</b>	❖ "Paper Jams"
<b>The  (Alarm) indicator is on.</b>	❖ "The Alarm Indicator Is On/Blinking"
<b>The  (Alarm) indicator is blinking.</b>	
<b>The  (Ready) indicator is on.</b>	To <Question 3>
<b>The  (Ready) indicator is blinking.</b>	The printer is operating. Please wait a moment.

### <Question 3> Is the printer connected to the print server properly?



<b>Connected</b>	To <Question 4>
<b>Unconnected</b>	Connect the cable properly. <a href="#">❏ "Connecting the Printer and Computer"</a>

**<Question 4> Can your computer be connected to the print server or the shared printer?**



<b>Can be connected</b>	To <Question 5>
<b>Cannot be connected</b>	<a href="#">❏ "The Print Server for Connection Cannot Be Found"</a> <a href="#">❏ "The Shared Printer Cannot Be Accessed"</a>

**<Question 5> Check the following points.**

- The print server is connected to the network properly.
- The additional driver (alternate driver) is updated properly.  
[❏ "Configuring the Print Server"](#)
- Printing can be performed from the print server.



If printing does not work, proceed to <Question 6>.

**<Question 6> Can you print a test page in Windows?**

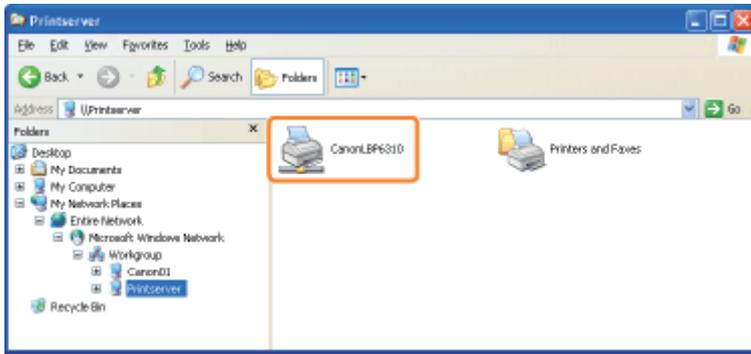
- ❏ "Basic Operations/Various Information for Windows"



<b>Printable</b>	There is no problem with the printer and driver. Check the printing preferences in the application.
<b>Not printable</b>	To <Question 7>

**<Question 7> Is the printer on the print server displayed on the network?**

- ❏ "Basic Operations/Various Information for Windows"



<b>Displayed</b>	To <Question 8>
<b>Not displayed</b>	Ask your network administrator about the problem.

**<Question 8> Install the printer driver again.**

- ❖ "Uninstalling the Printer Driver"
- ❖ "Installation on Clients"

† When installing the printer driver again, change the installation method.

- **If you performed the local installation (installing the printer driver with the CD-ROM)**  
→ Change the installation method to the download installation (installing the printer driver without the CD-ROM).
- **If you performed the download installation (installing the printer driver without the CD-ROM)**  
→ Change the installation method to the local installation (installing the printer driver with the CD-ROM).



If printing does not work, proceed to <Question 9>.

**<Question 9> Can another client print?**



<b>Printable</b>	Make resident software invalid including security software.
<b>Not printable</b>	Contact your local authorized Canon dealer.

## The Print Server for Connection Cannot Be Found

Perform one of the following solutions according to the cause.

### <Cause 1> The LAN cable is not connected properly.

**Solution** Connect the print server to the client computer with the LAN cable properly.

### <Cause 2> The print server has not been started up.

**Solution** Start up the print server.

### <Cause 3> The printer is not specified as a shared printer.

**Solution** Specify the printer as a shared printer.  
➤ ["Configuring the Print Server"](#)

### <Cause 4> The user does not have permission to access the print server or printer.

**Solution** Ask your network administrator to change the user permissions.

### <Cause 5> [Network discovery] is not enabled. (Windows Vista, 7, and Server 2008)

Perform the following procedure.

#### Windows Vista

1. From the [Start] menu, select [Control Panel].
2. Click [View network status and tasks].
3. Set [Network discovery] to [On].

#### Windows 7 Windows Server 2008 R2

1. From the [Start] menu, select [Control Panel].
2. Click [View network status and tasks].
3. Click [Change advanced sharing settings].
4. Specify [Turn on network discovery] in [Network discovery].

#### Windows Server 2008

1. From the [Start] menu, select [Control Panel].
2. Double-click [Network and Sharing Center].
3. Set [Network discovery] to [On].

## The Shared Printer Cannot Be Accessed

Perform one of the following solutions according to the cause.

### <Cause 1> The user of the computer to be used is not registered, or the password is not specified.

#### Solution

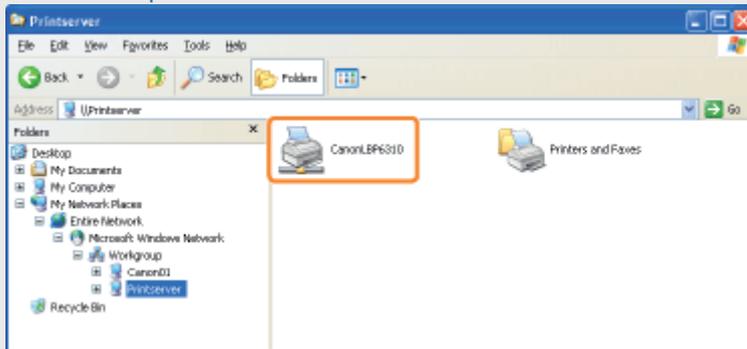
Register the user of the computer to be used or specify the password on the print server.  
For more details, ask your network administrator.

### <Cause 2> The path to the network is not correct.

#### Solution 1

Check printers in the print server.

▣ "Basic Operations/Various Information for Windows"



- **If the icon for this printer is not displayed**  
Ask your network administrator about the problem.
- **If the icon for this printer is displayed**  
You can install the printer driver by performing either of the following procedures and following the instructions on the screen.
  - Double-clicking the icon for this printer
  - Dragging and dropping the icon for this printer into the printer folder

#### Solution 2

If you want to specify the network path directly, check if the network path is specified correctly as "\\the print server name (the computer name of the print server)\the printer name."

## The Printer Takes a Long Time to Start the Print Job

---

**<Cause 1> The printer cools down itself so that the print quality is maintained (especially after paper with a narrower width is printed).**

---

### **Solution**

Please wait a moment. The printer cools down the inside automatically.  
Printing resumes after cooling down the inside.

**<Cause 2> This problem may occur in some applications depending on the processing type of the print data.**

---

### **Solution**

Performing the following procedure in the printer driver may be able to solve the problem.

1. Display the [Finishing] sheet.
2. Click [Advanced Settings].
3. Change the [EMF Spooling] setting.

† When [EMF Spooling] is set to [On], the Printer Status Window may not be displayed automatically. In this case, display it manually.  
(For details on methods for displaying the Printer Status Window, see "[Printer Status Window.](#)")

## You Cannot Turn the Printer ON

---

Perform one of the following solutions according to the cause.

### <Cause 1> The power plug is unplugged from the AC power outlet.

---

<b>Solution</b>	Plug the power plug into the AC power outlet.
-----------------	---

### <Cause 2> The printer is plugged to an extension cord or multiple power strip.

---

<b>Solution</b>	Plug the power plug directly into an AC power outlet.
-----------------	---

### <Cause 3> The breakers have tripped.

---

<b>Solution</b>	Reset the breakers on the switch board.
-----------------	---

### <Cause 4> There is a break in the power cord.

---

<b>Solution</b>	If the printer can be turned on after replacing the power cord with one that is of the same type, then purchase a new power cord and replace the broken one.
-----------------	--

---

## All the Indicators on the Network Interface Are Off

---

Perform one of the following solutions according to the cause.

### <Cause 1> The LAN cable is not connected properly or broken.

---

<b>Solution 1</b>	Remove the LAN cable once, then connect it again.
-------------------	---

<b>Solution 2</b>	Replace the LAN cable with another one, then connect it.
-------------------	--

### <Cause 2> The cable is connected to the UP-LINK (cascade) port on the hub.

---

<b>Solution 1</b>	Connect the LAN cable to the port on the hub with an " X " mark.
-------------------	--

<b>Solution 2</b>	If the hub has an UP-LINK (cascade) switch, switch to " X ".
-------------------	--

### <Cause 3> A cross LAN cable is being used.

---

<b>Solution 1</b>	Replace the cable with a straight LAN cable.
-------------------	--

<b>Solution 2</b>	Connect the cross LAN cable to the UP-LINK (cascade) port on the hub. If the hub has an UP-LINK (cascade) switch, switch to the " = " side.
-------------------	---

### <Cause 4> Cannot communicate with the hub.

---

<b>Solution</b>	Make sure that the power of the hub is on.
-----------------	--

### <Cause 5> The hardware of the printer is in an abnormal condition.

---

<b>Solution</b>	Contact your local authorized Canon dealer to request service.
-----------------	--

---

## You Cannot Install the Printer Driver

### If a problem occurs during the installation

Select a problem during the installation from any of the following.

<b>Connection with a USB cable</b> 	<ul style="list-style-type: none"><li>❖ "The Printer Is Not Recognized Automatically (Easy Installation)"</li></ul>
<b>Connection with a LAN cable</b> 	<ul style="list-style-type: none"><li>❖ "The Printer Cannot Be Searched for (Auto Setup)"</li></ul>
<b>Connection via the print server (Client)</b> 	<ul style="list-style-type: none"><li>❖ "The Print Server for Connection Cannot Be Found"</li><li>❖ "The Shared Printer Cannot Be Accessed"</li></ul>

### If the printer driver is not installed properly

Perform the following procedure.

<b>Solution 1</b>	Install the printer driver again. <ul style="list-style-type: none"><li>❖ "Uninstalling the Printer Driver"</li><li>❖ "Installing the Printer Driver"</li></ul>
<b>Solution 2 (Only when connecting with USB)</b>	Uninstall the USB class driver, and then install the printer driver again. <ul style="list-style-type: none"><li>❖ "Uninstalling the USB Class Driver"</li><li>❖ "Uninstalling the Printer Driver"</li><li>❖ "Installing the Printer Driver"</li></ul>

## The Printer Is Not Recognized Automatically (Easy Installation)

Perform one of the following solutions according to the cause.

### <Cause 1> The printer is not turned ON.

**Solution** Turn the printer ON.

### <Cause 2> The USB cable is not connected properly.

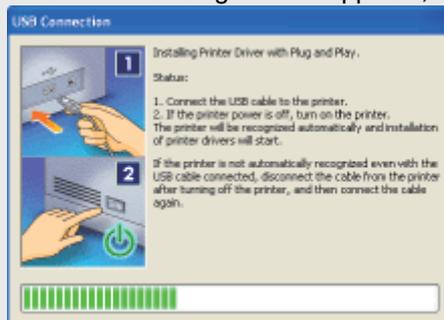
**Solution** Make sure that the printer and computer are properly connected with the USB cable.  
➤ ["Connecting the Printer and Computer"](#)

### <Cause 3> The USB cable was already connected and the printer was turned ON before the printer driver was installed.

**Solution**

Perform the following procedure.

1. Turn the printer OFF.
2. Disconnect the USB cable.
3. Connect the USB cable again.
4. While the following screen appears, turn the printer ON.



### <Cause 4> An inappropriate USB cable is being used.

**Solution**

Use a USB cable that is appropriate for the USB interface environment of the printer and has the following symbol.



- † The following is the USB interface environment of this printer.
- Hi-Speed USB
  - USB

### <Cause 5> The USB class driver is installed.

**Solution**

Uninstall the USB class driver.  
➤ ["Uninstalling the USB Class Driver"](#)

## The Printer Cannot Be Searched for (Auto Setup)

If the printer cannot be searched for (no devices are displayed in [Printer List]), perform the following procedure.

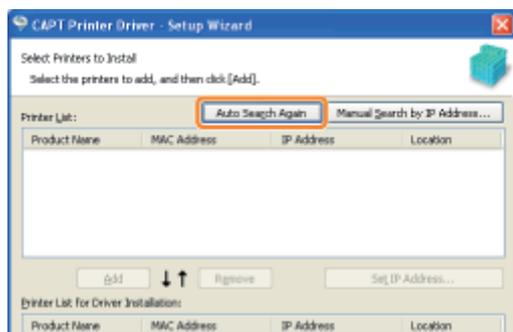
### 1

**Make sure that the LAN cable is connected properly, and the printer is turned ON.**

❖ "Connecting the Printer and Computer"

### 2

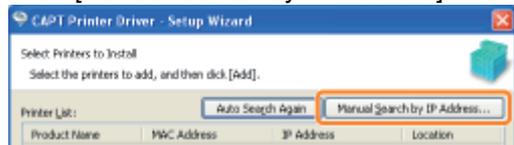
**Click [Auto Search Again], to search for the printer on the network again.**



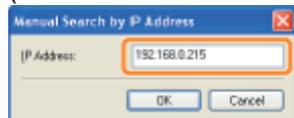
**? If the printer cannot be searched for (no devices are displayed) even by performing the above procedure**

#### <Solution 1>

1. Click [Manual Search by IP Address].



2. Enter the IP address of the printer to be installed.  
(The default IP address of the printer is "192.168.0.215".)



3. Click [OK].

#### <Solution 2>

1. Install the printer driver with a USB connection.
  - ❖ "Installing the Printer Driver"
2. Set the IP address using the Printer Status Window
  - ❖ "Setting the IP Address Using the Printer Status Window"
3. Change the port for the print driver to that used for LAN connection (Standard TCP/IP Port).
  - ❖ "When Changing the IP Address (Changing the Port)"

## You Cannot Uninstall the Printer Driver

Perform the following procedure.

<b>Solution 1</b>	Start the uninstaller directly from the supplied CD-ROM, and then uninstall the printer driver. <ul style="list-style-type: none"><li>❖ "Starting the Uninstaller from the CD-ROM"</li><li>❖ "Uninstalling the Printer Driver"</li></ul>
<b>Solution 2 (Only when connecting with USB)</b>	Uninstall the USB class driver. <ul style="list-style-type: none"><li>❖ "Uninstalling the USB Class Driver"</li></ul>

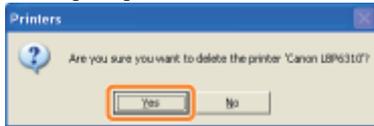
### NOTE

#### **If a user without administrative rights installed the printer driver**

You may not be able to uninstall the printer driver successfully depending on your operating system.

In this case, uninstall the printer driver using the following procedure.

1. Open the printer folder.
  - ❖ "Basic Operations/Various Information for Windows"
2. Right-click the icon for this printer, then select [Delete] or [Remove device] from the pop-up menu.
3. Click [Yes].

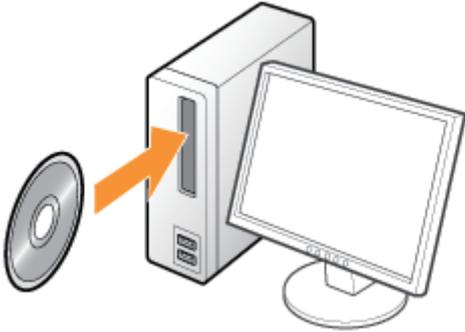


4. Uninstall the printer driver using the uninstaller.
  - ❖ "Uninstalling the Printer Driver"

## Starting the Uninstaller from the CD-ROM

### 1

Insert the supplied CD-ROM "User Software" into the CD-ROM drive of your computer.



When the following screen appears, click [Exit].



#### **?** If the [AutoPlay] dialog box appears

Select [Open folder to view files], and then proceed to Step 4.

### 2

Display [My Computer] or [Computer].

❖ "Basic Operations/Various Information for Windows"

### 3

Right-click the CD-ROM icon, then select [Open] from the pop-up menu.

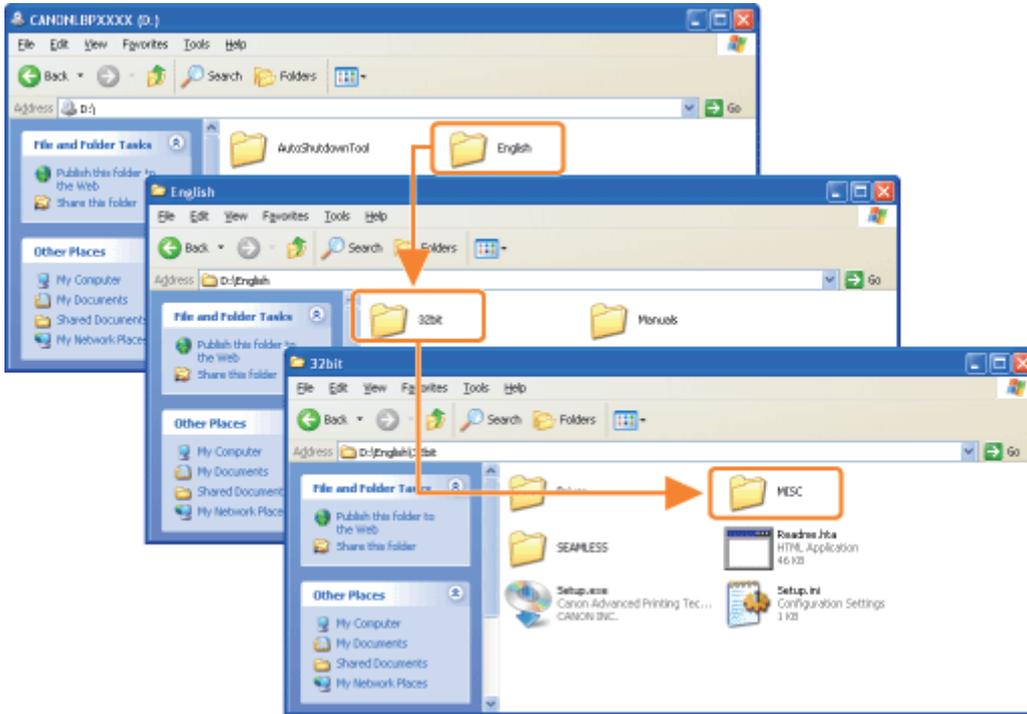


# 4

Open the folder in which the uninstaller is included.

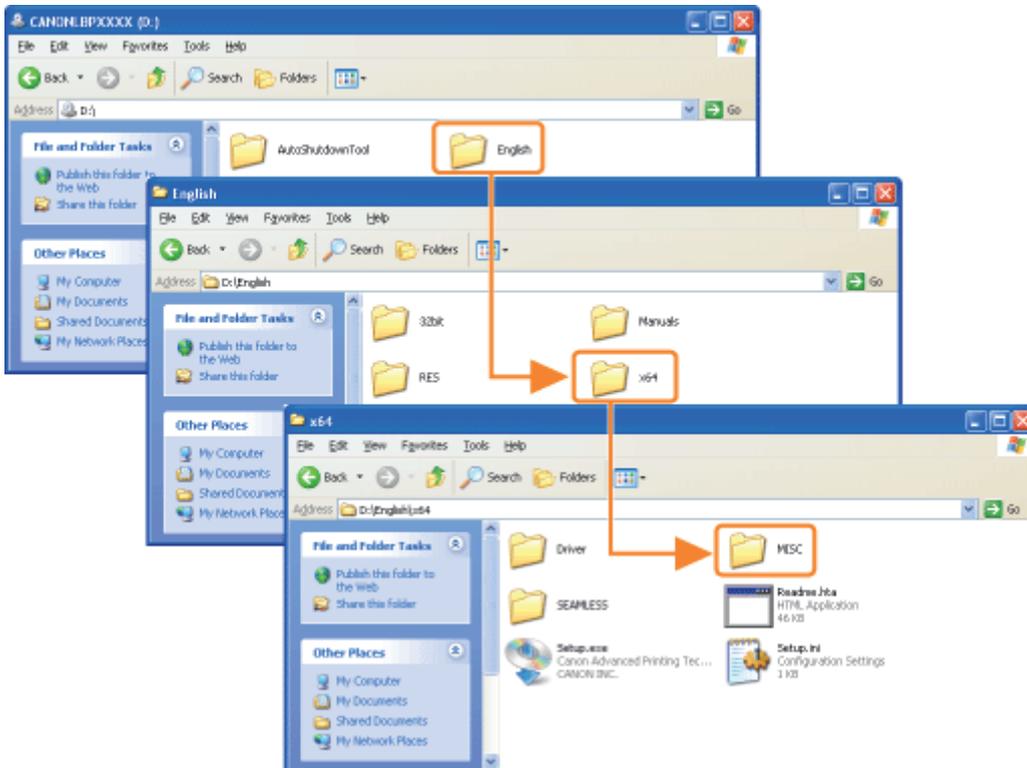
## For a 32-bit operating system

Open the [English] - [32bit] - [MISC] folders.



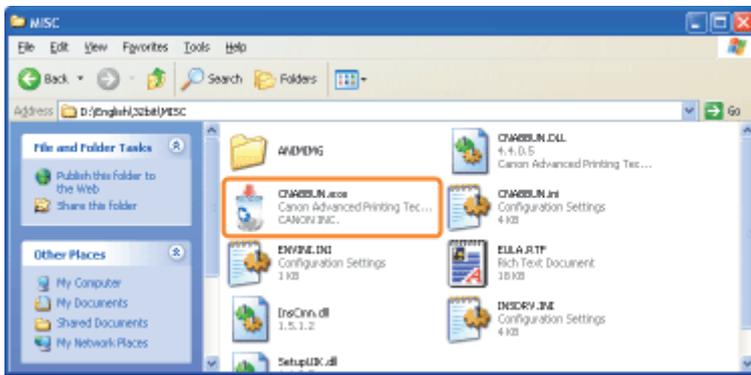
## For a 64-bit operating system

Open the [English] - [x64] - [MISC] folders.



# 5

Double-click the exe file.



**? If the [User Account Control] dialog box appears**

Click [Continue] or [Yes].

 For details on the uninstallation, see "Uninstalling the Printer Driver."

# Uninstalling the USB Class Driver

Uninstall the USB class driver under the following circumstances.

- If the printer driver installed using a USB connection cannot be uninstalled properly
- If you cannot install the printer driver properly even after reinstalling it

When uninstalling the USB class driver, be sure to perform the following procedure.

† If you delete the USB class driver, it is automatically installed again by USB connection.

## 1

### Check the following.

- The printer and computer are connected using a USB cable.
- The printer is turned ON.

## 2

### Perform the following procedure.

#### Windows XP

From the [Start] menu, select [Control Panel], and then click [Add or Remove Programs].

#### Windows Vista Windows 7 Windows Server 2008 R2

From the [Start] menu, select [Control Panel], and then click [Uninstall a program].

#### Windows Server 2003

From the [Start] menu, select [Control Panel] → [Add or Remove Programs].

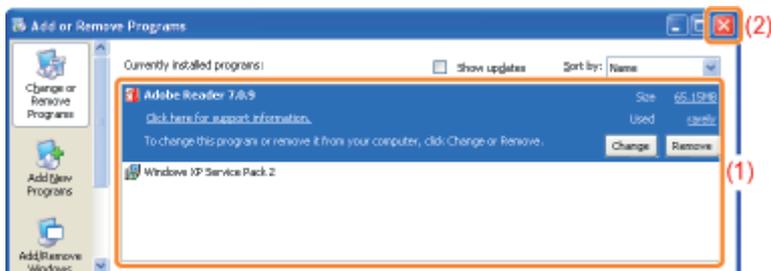
#### Windows Server 2008

From the [Start] menu, select [Control Panel], and then double-click [Programs and Features].

## 3

### Make sure that [Canon LBP6310] is not displayed.

- (1) Make sure that [Canon LBP6310] is not displayed in the dialog box.
- (2) Click [  ] to close the dialog box.



#### If [Canon LBP6310] is displayed

Delete [Canon LBP6310] in the dialog box. (Uninstall the printer driver.)

- "Starting the Uninstaller from [Control Panel]"
- "Uninstalling the Printer Driver"

## 4

### Display [Device Manager].

#### Windows XP

1. From the [Start] menu, select [Control Panel].
2. Click [Performance and Maintenance] → [System].
3. Click the [Hardware] tab → [Device Manager].

#### Windows Vista Windows 7 Windows Server 2008 R2

1. From the [Start] menu, select [Control Panel].
2. Click [Hardware and Sound] or [Hardware] → [Device Manager].

#### Windows Server 2003

1. From the [Start] menu, select [Control Panel] → [System].
2. Click the [Hardware] tab → [Device Manager].

#### Windows Server 2008

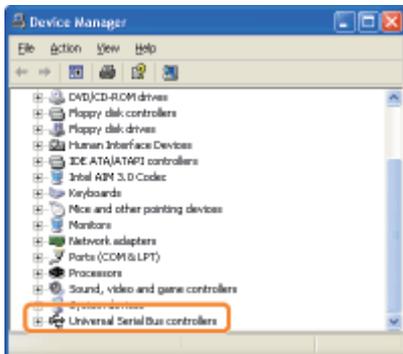
1. From the [Start] menu, select [Control Panel].
2. Double-click [Device Manager].

#### **?** If the [User Account Control] dialog box appears

Click [Continue] or [Yes].

## 5

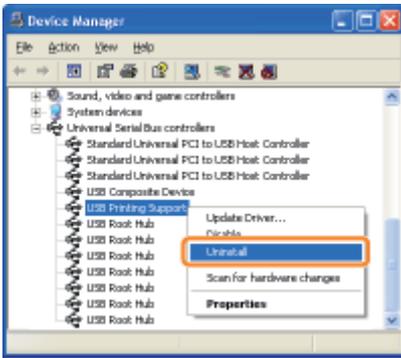
### Double-click [Universal Serial Bus controllers].



## 6

### Right-click [USB Printing Support], then select [Uninstall] from the pop-up menu.

- † Do not uninstall any drivers for other devices. If you uninstall them by mistake, Windows may not operate properly.
- † If the USB class driver is not installed properly, [USB Printing Support] is not displayed. Then, click [  ] to close the [Device Manager] dialog box.



**?** If the USB class driver is under [Other Devices]

Select the USB class driver which is displayed as [Unknown device], and then uninstall it.

**7**

**Click [OK].**



**8**

**Click [ X ] to close the [Device Manager] dialog box.**

**9**

**Disconnect the USB cable from the computer, then restart Windows.**

# The Printer Driver Settings Cannot Be Changed

If [Spooling at Host] (whether the print data are processed in the computer) is set to [Disabled], you cannot change the driver settings because some options are unavailable.

To change the settings, set [Spooling at Host] to [Auto] using the following procedure.

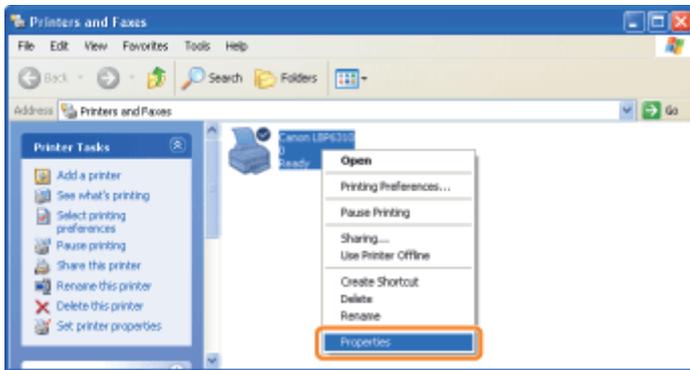
## 1

**Open the printer folder.**

➤ "Basic Operations/Various Information for Windows"

## 2

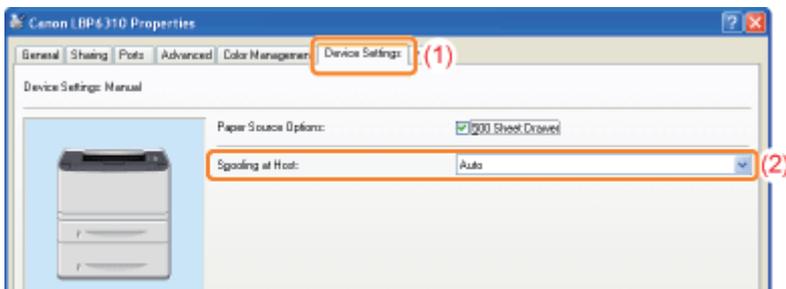
**Right-click the icon for this printer, and then select [Properties] or [Printer properties] from the pop-up menu.**



## 3

**Change the setting for [Spooling at Host].**

- (1) Display the [Device Settings] sheet.
- (2) Select [Auto] for [Spooling at Host].



### **? If you cannot change the setting**

You need administrative rights to change the setting.  
Contact your system administrator.

## 4

**Click [OK].**

## "Profiles" Cannot Be Selected or Edited

When the [Allow Profile Selection] and [Allow Setting Edition] check boxes are cleared, selecting and editing a "Profile" are restricted.

To select or edit a "Profile", select the check box using the following procedure.

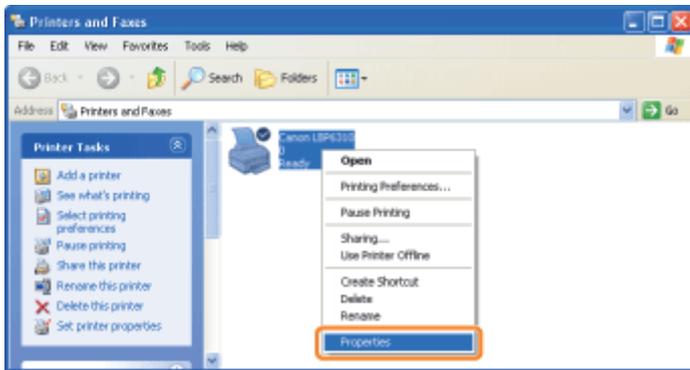
### 1

**Open the printer folder.**

➤ "Basic Operations/Various Information for Windows"

### 2

**Right-click the icon for this printer, and then select [Properties] or [Printer properties] from the pop-up menu.**

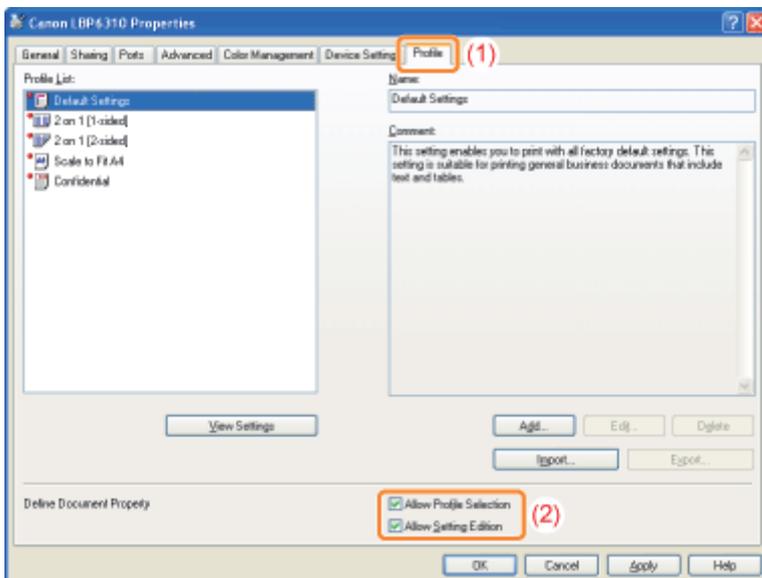


### 3

**Change the settings for [Define Document Property].**

(1) Display the [Profile] sheet.

(2) Select the [Allow Profile Selection] and [Allow Setting Edition] check boxes.



**? If you cannot change the setting**

You need administrator rights to change the setting.  
Contact your system administrator.

**4**

**Click [OK].**

# The Status of the Paper Feeder Cannot Be Obtained Automatically

If you cannot specify the settings for Drawer 2 (optional) in [Paper Source] or [Register Paper Sizes], specify the status of the paper feeder using the following procedure.

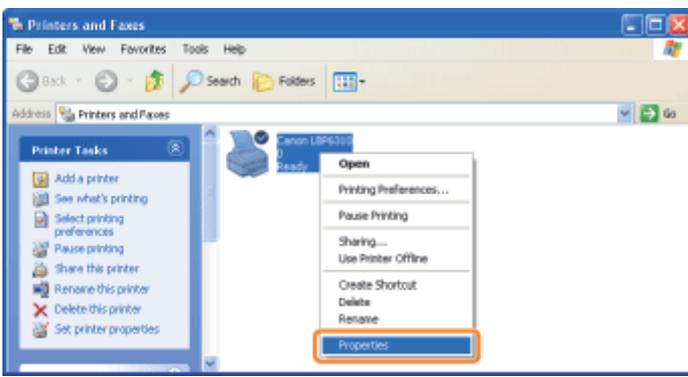
1

**Open the printer folder.**

❖ "Basic Operations/Various Information for Windows"

2

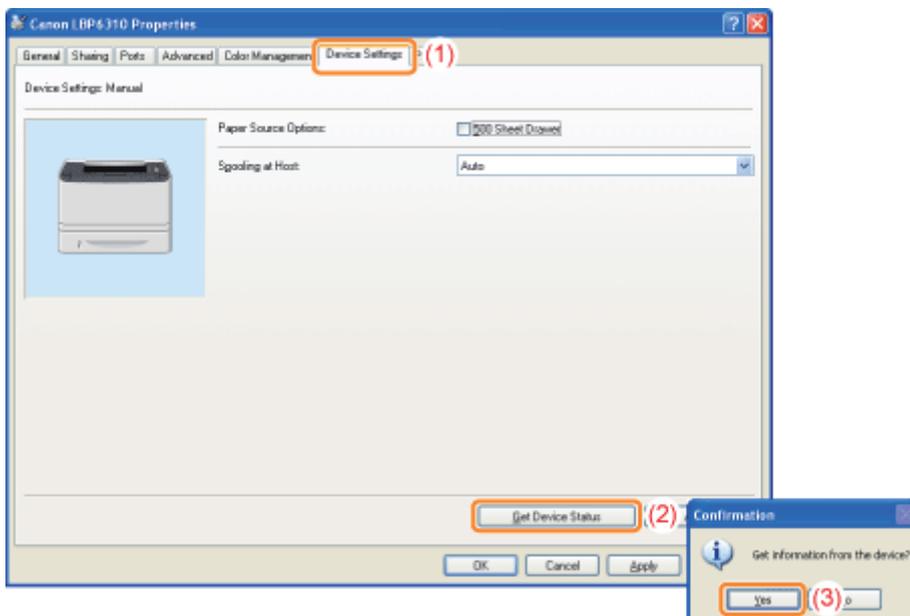
**Right-click the icon for this printer, and then select [Properties] or [Printer properties] from the pop-up menu.**



3

**Obtain the status of the paper feeder.**

- (1) Display the [Device Settings] sheet.
- (2) Click [Get Device Status].
- (3) Click [Yes] to obtain the status of the paper feeder.



**? If the status of the paper feeder is not obtained**

Remove the paper feeder once, and then install it again.

If the status of the paper feeder cannot be obtained even by installing it again, see the following and make sure that the printer and computer can communicate with each other.

- ❖ "Printing Cannot Be Performed (USB Connection)"
- ❖ "Printing Cannot Be Performed (LAN Connection)"
- ❖ "Printing Cannot Be Performed (via the Print Server)"

## 4

**Click [OK].**

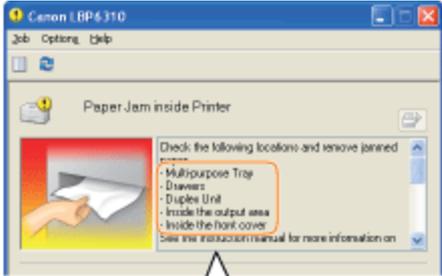
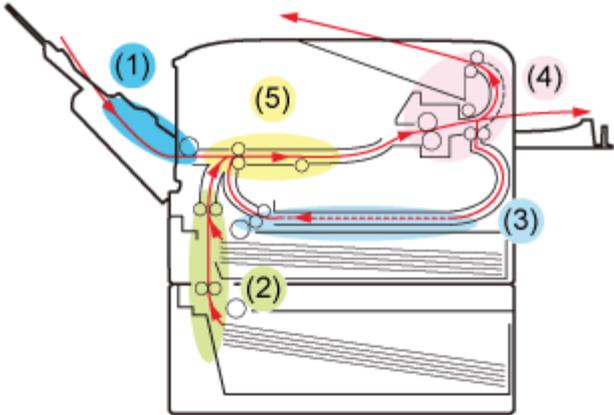
# Paper Jams

Before removing jammed paper, see "Attention (Paper Jams)."

When a paper jam occurs, the  (Paper Jam) indicator (orange) blinks, and messages appear in the Printer Status Window.



Remove paper jammed in each area in the order of the displayed areas in the message.

Message and Clearance Procedure	Paper Jam Area
 <p>           - Multipurpose Tray → (1) - Inside the output area → (4)            - Drawers → (2) - Inside the front cover → (5)            - Duplex Unit → (3)         </p> <ul style="list-style-type: none"> <li>❖ (1) "Clearing Paper Jams (Multi-purpose Tray)"</li> <li>❖ (2) "Clearing Paper Jams (Paper Drawer)"</li> <li>❖ (3) "Clearing Paper Jams (Duplex Unit)"</li> <li>❖ (4) "Clearing Paper Jams (Inside the Output Area)"</li> <li>❖ (5) "Clearing Paper Jams (Inside the Front Cover)"</li> </ul>	

**? If the Printer Status Window is not displayed**

- ❖ "Printer Status Window"

## Attention (Paper Jams)

See "Important Safety Instructions" also.

### CAUTION

#### **Do not take your hands off the transport guide.**

Do not take your hands off the transport guide until it moves back to its original position when tilting the transport guide toward you. The transport guide may snap back to its original position, and this may result in personal injury.

### IMPORTANT

#### **Leave the printer ON when removing the jammed paper.**

If the power is turned off, the data being printed will be deleted.

#### **Do not remove the jammed paper forcefully.**

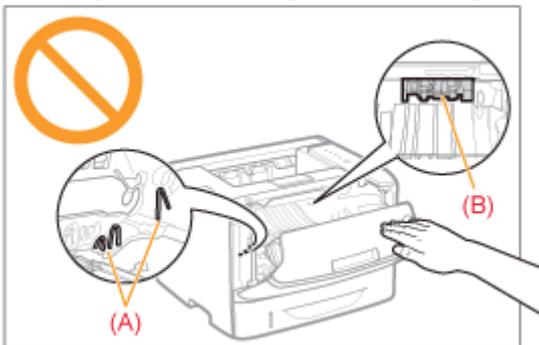
Removing jammed paper with excess force may cause the paper to tear or damage the inside of the printer. Remove the paper by pulling it gently.

#### **If the paper is torn**

Remove all remaining pieces of paper.

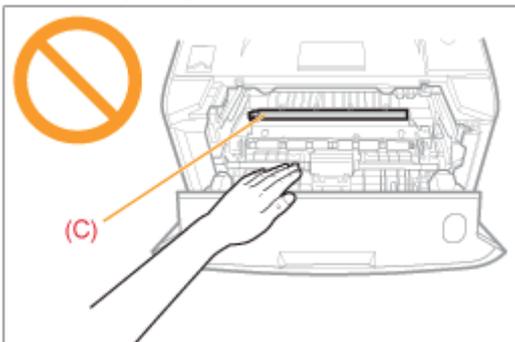
#### **Do not touch the high-voltage contacts (A) or the electrical contacts (B).**

This may result in damage to the cartridge.



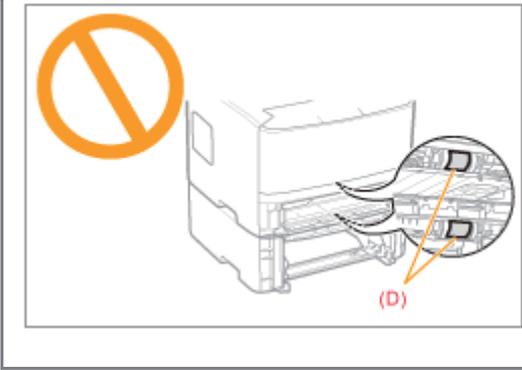
#### **Do not touch the transfer roller (C).**

Print quality may deteriorate.



#### **Do not touch the feed rollers (D).**

This may result in damage to the printer or a printer error.

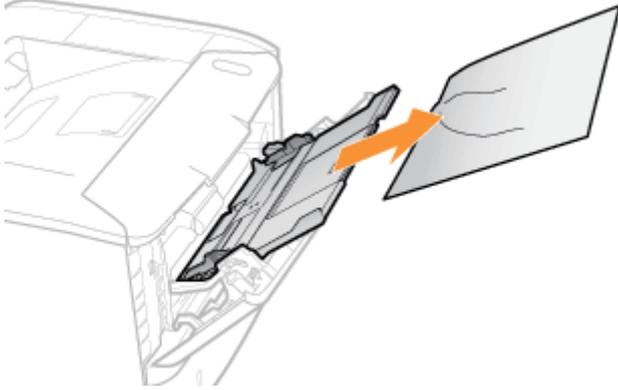


## Clearing Paper Jams (Multi-purpose Tray)

### 1

**Remove the paper by pulling it gently.**

If you cannot remove the paper easily, do not try to remove it forcefully but perform a procedure for another area which is displayed in a message.



 Next, proceed to the clearing procedure for another area which is displayed in the message.

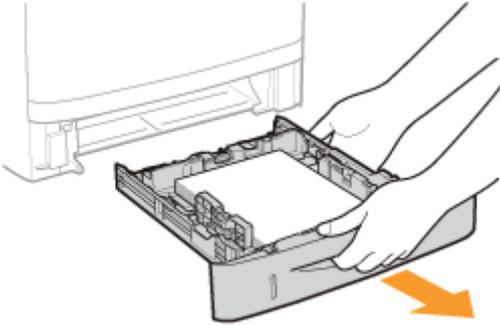
- (1) "Clearing Paper Jams (Multi-purpose Tray)"
- (2) "Clearing Paper Jams (Paper Drawer)"
- (3) "Clearing Paper Jams (Duplex Unit)"
- (4) "Clearing Paper Jams (Inside the Output Area)"
- (5) "Clearing Paper Jams (Inside the Front Cover)"

## Clearing Paper Jams (Paper Drawer)

### 1

#### **Pull out the paper drawer.**

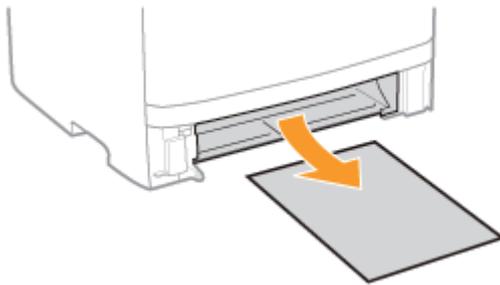
If the paper feeder is installed, pull out the paper drawer of the paper feeder also.



### 2

#### **Remove the paper by pulling it gently.**

If you cannot remove the paper easily, do not try to remove it forcefully but proceed to Step 3 and perform the clearing procedure for another area which is displayed in the message.



### 3

#### **Insert the paper drawer in the printer.**

If the paper feeder is installed, insert the paper drawer of the paper feeder also.

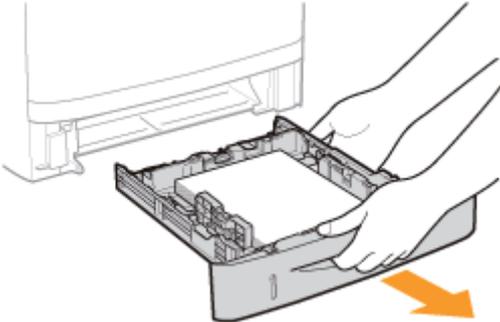
 Next, proceed to the clearing procedure for another area which is displayed in the message.

- (1) "[Clearing Paper Jams \(Multi-purpose Tray\)](#)"
- (2) "[Clearing Paper Jams \(Paper Drawer\)](#)"
- (3) "[Clearing Paper Jams \(Duplex Unit\)](#)"
- (4) "[Clearing Paper Jams \(Inside the Output Area\)](#)"
- (5) "[Clearing Paper Jams \(Inside the Front Cover\)](#)"

## Clearing Paper Jams (Duplex Unit)

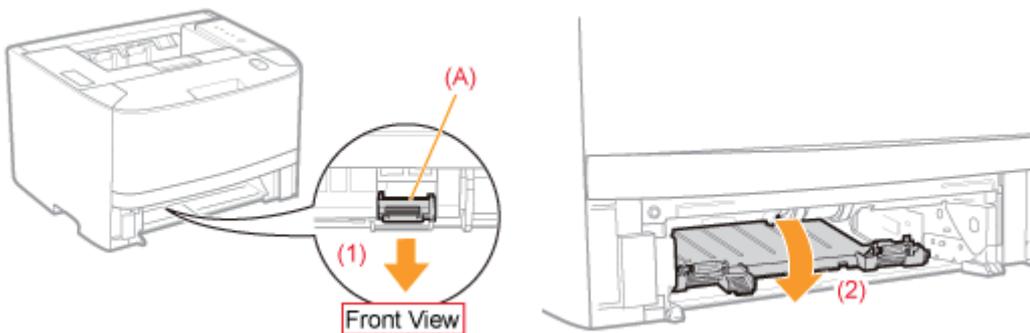
**1**

**Pull out the paper drawer.**



**2**

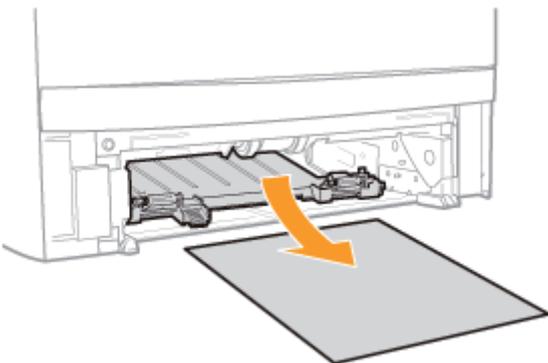
**Holding the green tab (A), open the duplex print transport guide.**



**3**

**Remove the paper by pulling it gently.**

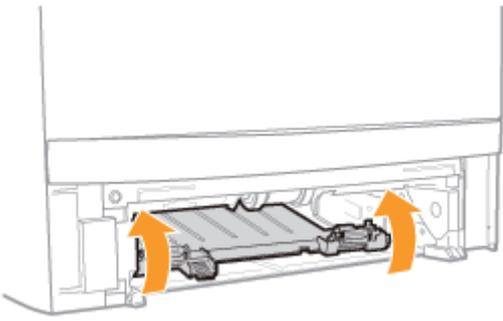
If the jammed paper cannot be removed easily, do not try to remove it forcefully but proceed to Step 4.



**4**

**Holding the green tab, close the duplex print transport guide firmly.**

Close it by pressing the both sides firmly.

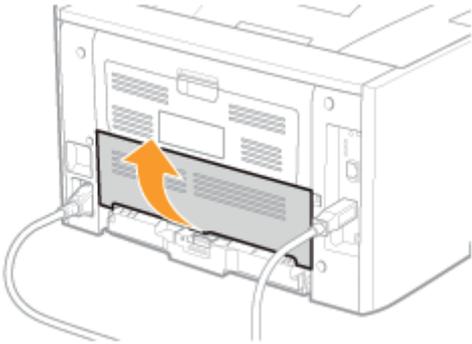


# 5

**Insert the paper drawer in the printer.**

# 6

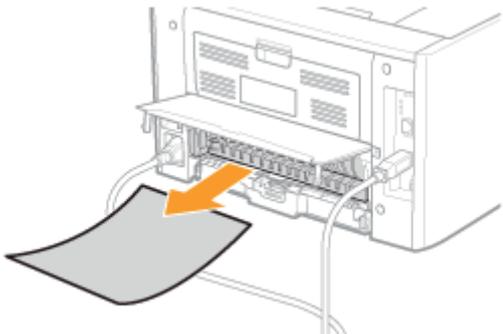
**Open the duplex unit cover.**



# 7

**Remove the paper by pulling it gently.**

If you cannot remove the paper easily, do not try to remove it forcefully but proceed to Step 8 and perform the clearing procedure for another area which is displayed in the message.



# 8

**Close the duplex unit cover.**

 Next, proceed to the clearing procedure for another area which is displayed in the message.

- (1) "Clearing Paper Jams (Multi-purpose Tray)"
- (2) "Clearing Paper Jams (Paper Drawer)"

(3) "Clearing Paper Jams (Duplex Unit)"

(4) "Clearing Paper Jams (Inside the Output Area)"

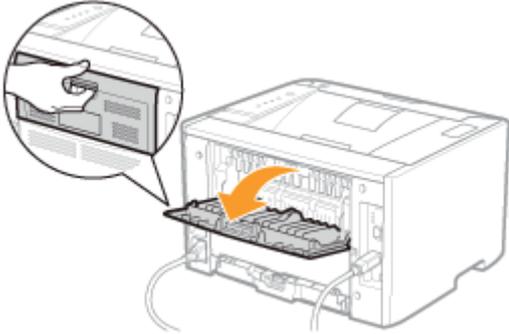
(5) "Clearing Paper Jams (Inside the Front Cover)"

---

## Clearing Paper Jams (Inside the Output Area)

### 1

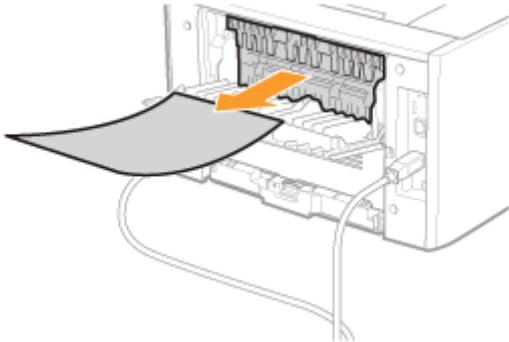
**Open the rear cover.**



### 2

**Remove the paper by pulling it gently.**

If you cannot remove the paper easily, do not try to remove it forcefully but proceed to Step 3 and perform the clearing procedure for another area which is displayed in the message.



### 3

**Close the rear cover.**

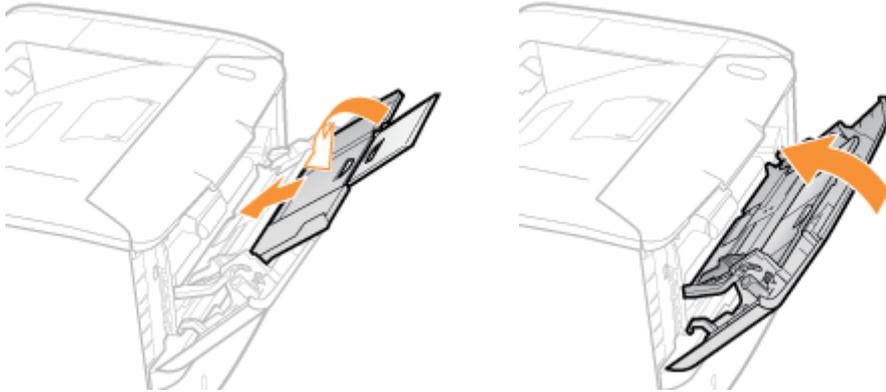
 Next, proceed to the clearing procedure for another area which is displayed in the message.

- (1) "Clearing Paper Jams (Multi-purpose Tray)"
- (2) "Clearing Paper Jams (Paper Drawer)"
- (3) "Clearing Paper Jams (Duplex Unit)"
- (4) "Clearing Paper Jams (Inside the Output Area)"
- (5) "Clearing Paper Jams (Inside the Front Cover)"

## Clearing Paper Jams (Inside the Front Cover)

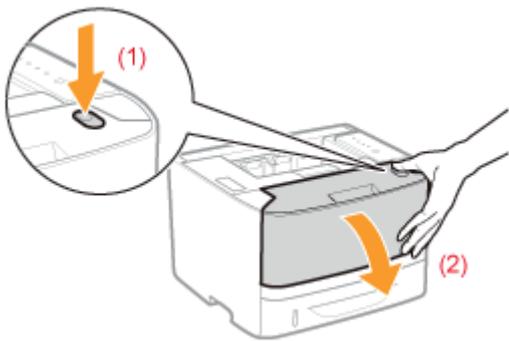
1

If you are using the multi-purpose tray, close it.



2

Open the front cover while pressing the open button.

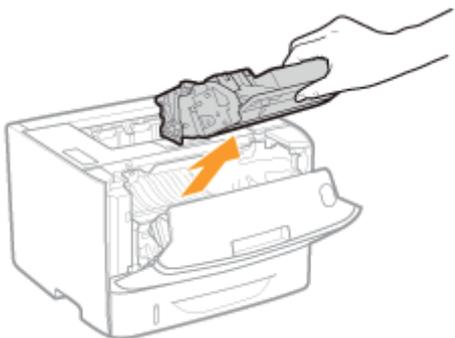


3

Remove the toner cartridge.

Immediately place the removed toner cartridge into the original protective bag or wrap it with a thick cloth.

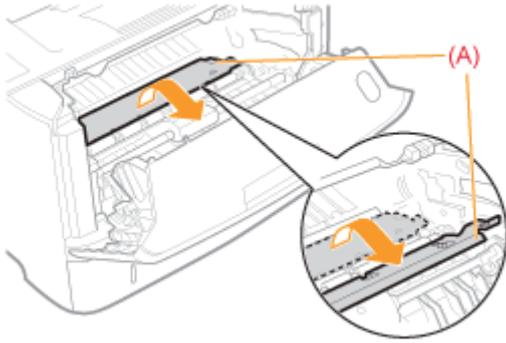
† For details on handling the toner cartridge, see "[Attention \(Toner Cartridge\)](#)."



4

**Holding the green tab (A), tilt the transport guide toward you.**

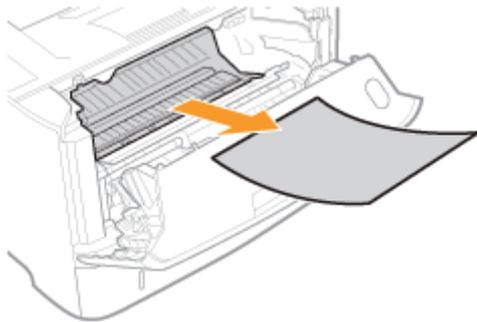
Do not take your hands off the transport guide until it moves back to its original position in Sep 6.



**5**

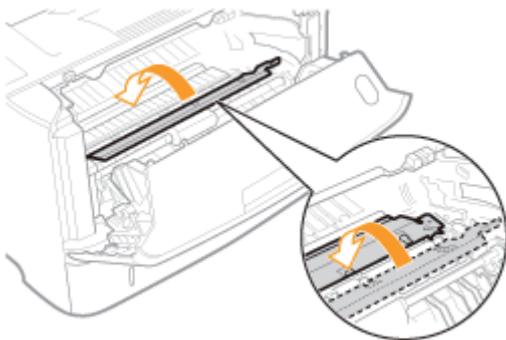
**Remove the paper by pulling it gently.**

Remove the jammed paper as horizontally as possible to prevent unfixed toner from spilling.



**6**

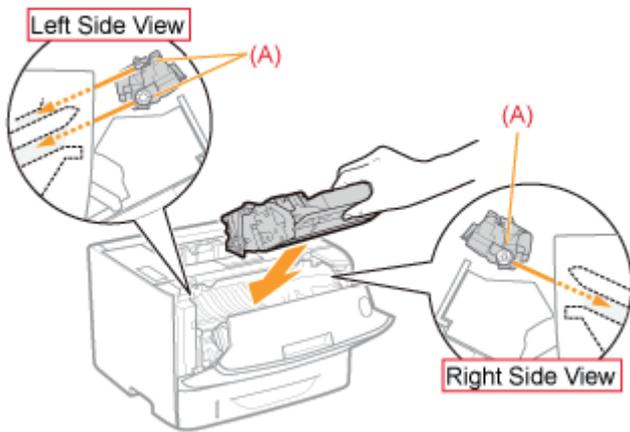
**Move the transport guide back to its original position slowly.**



**7**

**Install the toner cartridge.**

Push the toner cartridge into the printer firmly until it touches the back of the printer while aligning (A) on both sides of the toner cartridge with the toner cartridge guides inside the printer.



## 8

### Close the front cover.

→ The  (Paper Jam) indicator turns off, and the printer is ready to print.

#### If you cannot close the front cover

Make sure that the toner cartridge is installed in the printer properly. Do not try to forcefully close the front cover, as this may damage the printer.

#### If the (Paper Jam) indicator does not turn off

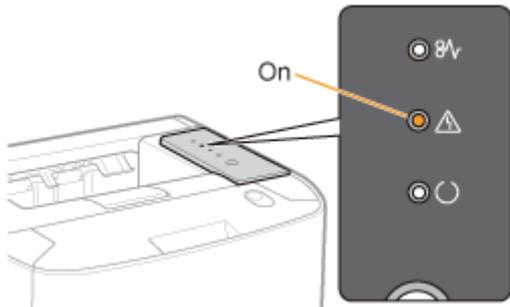
Paper may be jammed in another area. Check another area also and remove the paper.

- (1) "[Clearing Paper Jams \(Multi-purpose Tray\)](#)"
- (2) "[Clearing Paper Jams \(Paper Drawer\)](#)"
- (3) "[Clearing Paper Jams \(Duplex Unit\)](#)"
- (4) "[Clearing Paper Jams \(Inside the Output Area\)](#)"
- (5) "[Clearing Paper Jams \(Inside the Front Cover\)](#)"

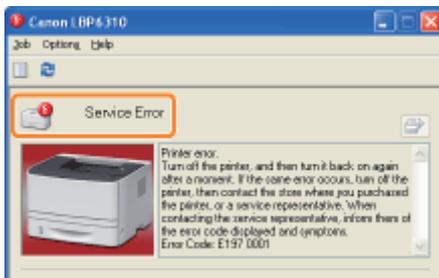
† If the  (Paper Jam) indicator does not turn off even after removing the paper, check that the rear cover is closed firmly.

# The Alarm Indicator Is On/Blinking

## When the Alarm Indicator Is On



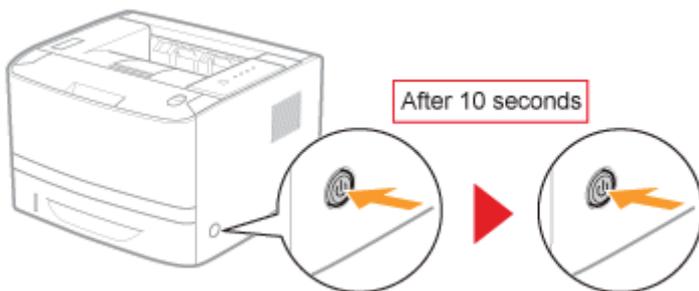
A problem is occurring in the printer, and the message <Service Error> appears in the Printer Status Window. Perform the following procedure to cycle the power of the printer.



## 1

**Turn the printer OFF, wait for 10 seconds or longer, and then turn it ON again.**

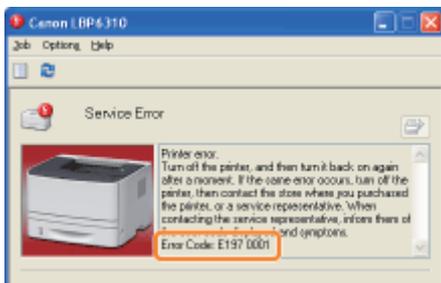
If the message does not reappear, the printer is ready.



 If the message reappears, you need to request service. Follow the procedure below, and then contact your local authorized Canon dealer to request service.

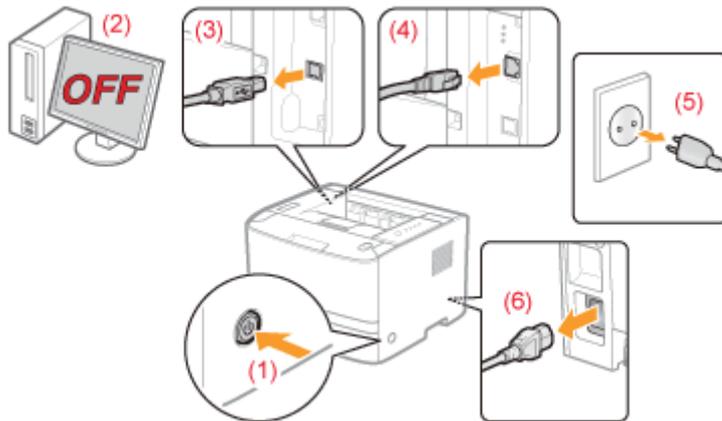
## 2

**Note down the error code displayed in the Printer Status Window.**



### 3

**Turn the printer OFF, then disconnect the cables or cords from the printer.**



#### <How to disconnect the cable or cord>

USB cable*	(2) Turn the computer off. (3) Disconnect the cable from the printer.
LAN cable*	(4) Disconnect the cable from the printer.
Power cord	(5) Disconnect the power plug from the AC power outlet. (6) Disconnect the cable from the printer.

\* Whether the cable is connected or not varies depending on your environment.

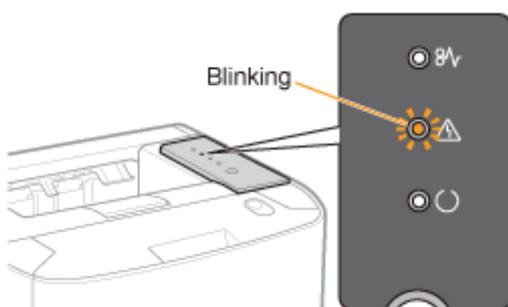
### 4

**Contact your local authorized Canon dealer to request service.**

When contacting your Canon dealer, please report also the error code which you noted down in Step 2.

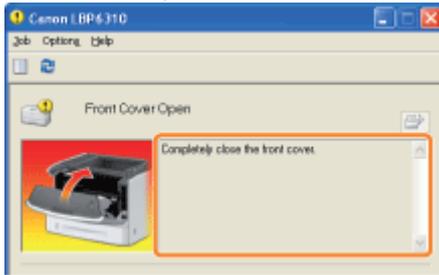
† If you are not sure what the problem is, contact your local authorized Canon dealer.

#### The Alarm Indicator Is Blinking



Solve the problem following the message displayed in the Printer Status Window.

❏ "A Message Appears in the Printer Status Window"

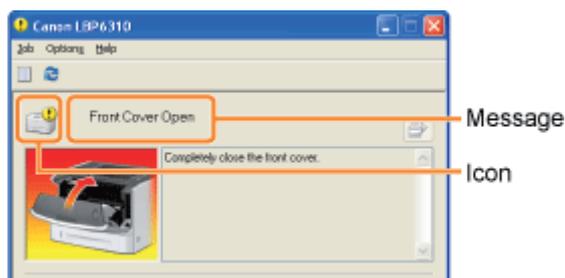


**? If the Printer Status Window is not displayed**

❏ "Printer Status Window"

## A Message Appears in the Printer Status Window

Perform solutions according to the displayed message.



The message type varies depending on the icon.

### **A service call is occurring.**

- " Service Error"

### **Communication cannot be performed with the printer.**

- " Incompatible Printer"
- " Network Board Error"
- " Cannot Communicate with Server"
- " Cannot Communicate with Printer"
- " Communication Error"
- " Incorrect Port"

### **The printer problems need to be corrected.**

- " Cannot Print"
- " Output Tray Is Full"
- " Could Not Print"
- " Updating Firmware"
- " Check the Printed Output"
- " Front Cover Open"
- " Paper Jam inside Printer"
- " Insufficient Memory"
- " Insufficient Disk Space"
- " Out of Paper"
- " No Toner Cartridge"
- " Specified Paper Different from Set Paper"

### **The printer pauses.**

- " Start Cleaning"
- " Check the Paper"

## **Service Error**

**<Cause> The printer is in an abnormal condition.**

### **Solution**

Turn the printer OFF, wait for a while, and then turn it ON again.  
If the service error appears even after cycling the power of the printer, turn the printer OFF, and then contact your local authorized Canon dealer.  
When contacting your Canon dealer, please report the displayed error code and problems.

## **Incompatible Printer**

**<Cause> The connected printer cannot be used.**

### **Solution**

Connect to the supported printer.

---

 **Cannot Communicate with Server**

---

**<Cause> The client computer cannot communicate with the print server.**

<b>Solution</b>	Check the status of the print server and your computer.
-----------------	---

 **Communication Error**

---

**<Cause> The USB cable is not connected, or the printer is not turned ON.**

<b>Solution 1</b>	Connect the USB cable.
-------------------	------------------------

<b>Solution 2</b>	Turn the printer ON.
-------------------	----------------------

 **Network Board Error**

---

**<Cause> The LAN cable is not connected, or the printer is not turned ON.**

<b>Solution 1</b>	Connect the LAN cable.
-------------------	------------------------

<b>Solution 2</b>	Turn the printer ON.
-------------------	----------------------

 **Cannot Communicate with Printer**

---

**<Cause 1> Because the bi-directional communication function is not enabled, the computer cannot communicate with the printer.**

<b>Solution</b>	Enable bi-directional communication and restart the computer and printer. ➤ <a href="#">"Basic Operations/Various Information for Windows"</a>
-----------------	---

**<Cause 2> The computer cannot communicate with the printer redirected in the terminal connection environment.**

<b>Solution</b>	The Firewall settings and so on may be the cause. Check the communication settings for the server, clients, and so on.
-----------------	---

 **Incorrect Port**

---

**<Cause> The printer is connected to a port which the printer does not support.**

<b>Solution</b>	Check the port. ➤ <a href="#">"Basic Operations/Various Information for Windows"</a>
-----------------	---

 **Cannot Print**

---

**<Cause> Printing cannot be performed due to security restrictions.**

<b>Solution</b>	Contact your administrator.
-----------------	-----------------------------

 **Could Not Print**

---

**<Cause> Data transfer to the printer timed out, or a transfer error has occurred.**

<b>Solution 1</b>	Clicking [  ] (Resolve Error) continues printing. However, the error message may appear again.
<b>Solution 2</b>	Cancel the print job, and then print again. ➤ "Canceling a Job"

 **Check the Printed Output**

---

**<Cause> You may not be able to obtain appropriate printout results.**

<b>Solution 1</b>	Clicking [  ] (Resolve Error) continues printing. However, the error message may appear again.
<b>Solution 2</b>	Cancel the print job, and then print again. ➤ "Canceling a Job"

 **Paper Jam inside Printer**

---

**<Cause> A paper jam is occurring.**

<b>Solution</b>	Remove the jammed paper according to the displayed message. ➤ "Clearing Paper Jams (Multi-purpose Tray)" ➤ "Clearing Paper Jams (Paper Drawer)" ➤ "Clearing Paper Jams (Duplex Unit)" ➤ "Clearing Paper Jams (Inside the Output Area)" ➤ "Clearing Paper Jams (Inside the Front Cover)"  † If the message does not disappear even after removing the paper, check that the rear cover is closed firmly.
-----------------	--

 **Insufficient Disk Space**

---

**<Cause> The disk space on the computer or server is insufficient.**

<b>Solution</b>	Delete unnecessary files. Click [  ] (Resolve Error) to resume printing after deleting the unnecessary files.
-----------------	---

 **No Toner Cartridge**

---

**<Cause> The toner cartridge is not installed.**

<b>Solution</b>	Install the toner cartridge. ➤ "Toner Cartridge Replacement"
-----------------	---

 **Output Tray Is Full**

---

**<Cause> The output tray is filled with printed paper.**

<b>Solution</b>	Remove the paper from the output tray.
-----------------	--

## Updating Firmware

---

**<Cause> The firmware is being updated.**

**Solution** Please wait a moment.

## Front Cover Open

---

**<Cause> The front cover is open.**

**Solution** Close the front cover.

## Insufficient Memory

---

**<Cause> The memory on the computer or server is insufficient.**

**Solution** Exit unnecessary applications.

## Out of Paper

---

**<Cause> The paper to be printed is not loaded in a paper source.**

<b>Solution 1</b>	Load the indicated paper in the paper source. <ul style="list-style-type: none"><li>❖ "Loading Paper in the Paper Drawer"</li><li>❖ "Loading Paper in the Multi-purpose Tray"</li></ul>
<b>Solution 2</b>	If the indicated paper is loaded in the paper drawer, register the paper size again. <ul style="list-style-type: none"><li>❖ "Registering the Paper Size"</li></ul>
<b>Solution 3</b>	Clicking [  ] (Resolve Error) is enabled and clicked, the printer prints on the paper currently loaded in the multi-purpose tray.

## Specified Paper Different from Set Paper

---

† If the message <Specified Paper Different from Set Paper> appears, blank paper may be output.

**<Cause> Paper of the size different from that of the job is loaded.**

<b>Solution 1</b>	Load the indicated paper in the paper source. <ul style="list-style-type: none"><li>❖ "Loading Paper in the Paper Drawer"</li><li>❖ "Loading Paper in the Multi-purpose Tray"</li></ul>
<b>Solution 2</b>	If the indicated paper is loaded in the paper drawer, register the paper size again. <ul style="list-style-type: none"><li>❖ "Registering the Paper Size"</li></ul>
<b>Solution 3</b>	Clicking [  ] (Resolve Error) allows the printer to print on the currently loaded paper.

## Start Cleaning

---

**<Cause> The printer is waiting for that the cleaning page is loaded.**

**Solution** Load the cleaning page in the multi-purpose tray with the printed side facing up.

- ❖ "Cleaning the Inside of the Printer"

## Check the Paper

---

**<Cause> Printing is stopped to check if the paper loaded in the multi-purpose tray is appropriate.**

<b>Solution 1</b>	If appropriate paper is loaded, click [  ] (Resolve Error).
-------------------	--

<b>Solution 2</b>	Load appropriate paper. ➤ <a href="#">"Loading Paper in the Multi-purpose Tray"</a>
-------------------	--

---

## Poor Printout Results

---



### Paper curls or creases.

---

- ❖ Paper Curls
- ❖ Paper Creases



### Streaks (lines) appear.

---

- ❖ White Streaks (Lines) Appear



### Unevenness or smudge marks appear.

---

- ❖ Printing Is Uneven
- ❖ Printed Pages Have White Specks
- ❖ Toner Stain or Toner Peeling Occurs
- ❖ The Printed Paper Has Smudge Marks
- ❖ The Printed Paper Has Vertical Streaks
- ❖ Smudge Marks of Spattering Toner Appear around the Text or Patterns
- ❖ The Back of the Printed Paper Has Smudge Marks
- ❖ The Overall Print Result Is Dark
- ❖ Residual Images Appear on Non-printed Areas
- ❖ White Dust Is Attached to the Printed Transparencies



### Printing is faint or faded.

---

- ❖ The Overall Print Result Is Faint
- ❖ Colored Lines and Text Appear Faded



### Printout is skewed, missing, or has unneeded space.

---

- ❖ The Printing Position Is Skewed
- ❖ A Portion of the Page Is Not Printed
- ❖ Data Is Reduced and Printed
- ❖ The Next Page Is Printed from Halfway across the Previous Page



### Others

---

- ❖ Blank Paper Is Output (Nothing Is Printed on the Paper)
- ❖ The Overall Surface of the Paper Is Printed in Black Completely
- ❖ The Printout Is Different from What Is Displayed on Screen
- ❖ The Flap of the Printed Envelope Sticks
- ❖ Multiple Sheets of Paper Are Fed at a Time

 **NOTE**

**Contacting your local authorized Canon dealer**

If a problem that is not indicated in the e-Manual occurs, if none of the suggested measures solve the problem, or if you cannot determine the problem, contact your local authorized Canon dealer.

## Paper Curls



Perform one of the following solutions according to the cause.

### <Cause 1> Damp paper is used.

<b>Solution 1</b>	Replace the paper with new paper in an unopened package. ➤ <a href="#">"Precautions for Paper"</a>
<b>Solution 2</b>	Perform the following procedure in the printer driver when you are using plain paper (60 to 90 g/m <sup>2</sup> ). <ol style="list-style-type: none"><li>1. Display the [Paper Source] sheet.</li><li>2. Set [Paper Type] to [Plain Paper L].</li></ol>
<b>Solution 3</b>	Perform the following procedure in the printer driver. <ol style="list-style-type: none"><li>1. Display the [Finishing] sheet.</li><li>2. Click [Advanced Settings].</li><li>3. Set [Special Print Mode] to [Special Settings B6].</li></ol> <p style="text-align: center;">▼</p> <p>If the problem is not solved, specify [Special Settings B5].</p> <ul style="list-style-type: none"><li>† Normally, use the printer with [Special Print Mode] set to [Off]. Specify [Special Settings B6] or [Special Settings B5] only if the described problems occur.</li><li>† If you specify [Special Settings B6], printing speed drops.</li><li>† If you specify [Special Settings B5], printing speed drops compared to when specifying [Special Settings B6].</li></ul>

### <Cause 2> Appropriate paper is not being used.

<b>Solution</b>	Replace the paper with that which can be used with this printer. ➤ <a href="#">"Usable Paper"</a>
-----------------	--

### <Cause 3> Paper that curls easily is output to the output tray.

<b>Solution</b>	Switch to the sub-output tray when printing transparencies, labels, or envelopes. ➤ <a href="#">"Paper Loading and Output"</a>
-----------------	---

## Paper Creases

---



Perform one of the following solutions according to the cause.

### <Cause 1> Paper is not loaded properly in the paper drawer or multi-purpose tray.

---

**Solution**

Load the paper properly.

- ❖ ["Loading Paper in the Paper Drawer"](#)
- ❖ ["Loading Paper in the Multi-purpose Tray"](#)

### <Cause 2> Damp paper is used.

---

**Solution**

Replace the paper with new paper in an unopened package.

- ❖ ["Precautions for Paper"](#)

### <Cause 3> Appropriate paper is not being used.

---

**Solution**

Replace the paper with that which can be used with this printer.

- ❖ ["Usable Paper"](#)

### <Cause 4> There is a foreign object inside the printer.

---

**Solution**

Remove the foreign object inside the printer.

---

## White Streaks (Lines) Appear

---



Perform one of the following solutions according to the cause.

### <Cause 1> The toner cartridge is almost out of toner.

---

**Solution**

Take the toner cartridge out of the printer, shake it gently five or six times to evenly distribute the toner, and then reinstall the toner cartridge.

➤ ["Toner Cartridge Replacement"](#)

### <Cause 2> The drum in the toner cartridge is deteriorated.

---

**Solution**

Replace the toner cartridge with a new one.

➤ ["Toner Cartridge Replacement"](#)

---

## Printing Is Uneven

---



Perform one of the following solutions according to the cause.

### <Cause 1> Paper is too moist or too dry.

---

**Solution**

Replace the paper with new paper in an unopened package.  
➤ ["Precautions for Paper"](#)

### <Cause 2> The toner cartridge is almost out of toner.

---

**Solution**

Take the toner cartridge out of the printer, shake it gently five or six times to evenly distribute the toner, and then reinstall the toner cartridge.  
➤ ["Toner Cartridge Replacement"](#)

### <Cause 3> The drum in the toner cartridge is deteriorated.

---

**Solution**

Replace the toner cartridge with a new one.  
➤ ["Toner Cartridge Replacement"](#)

---

## Printed Pages Have White Specks

---



Perform one of the following solutions according to the cause.

### <Cause 1> Appropriate paper is not being used.

---

**Solution**

Replace the paper with that which can be used with this printer.  
❖ ["Usable Paper"](#)

### <Cause 2> Damp paper is used.

---

**Solution**

Replace the paper with new paper in an unopened package.  
❖ ["Precautions for Paper"](#)

### <Cause 3> The drum in the toner cartridge is deteriorated.

---

**Solution**

Replace the toner cartridge with a new one.  
❖ ["Toner Cartridge Replacement"](#)

---

## Toner Stain or Toner Peeling Occurs

---



Perform one of the following solutions according to the cause.

### <Cause 1> The setting for [Paper Type] is not specified properly.

---

**Solution**

Specify [Paper Type] properly.  
➤ ["Basic Printing Procedure"](#)

### <Cause 2> Appropriate paper is not being used.

---

**Solution**

Replace the paper with that which can be used with this printer.  
➤ ["Usable Paper"](#)

### <Cause 3> A problem is occurring inside the printer.

---

**Solution**

When the  (Alarm) indicator is on, perform the solution using the procedure in ["The Alarm Indicator Is On/Blinking."](#)

## The Printed Paper Has Smudge Marks

---



Perform the following procedure.

**<Cause> The fixing roller is dirty.**

---

**Solution**

Clean the fixing roller.  
➤ ["Cleaning the Inside of the Printer"](#)

---

## The Printed Paper Has Vertical Streaks



Perform one of the following solutions according to the cause.

### <Cause 1> Depending on the paper type or the operating environment, vertical streaks may appear on the printed paper.

<b>Solution 1</b>	Replace the paper with new paper in an unopened package. ➤ <a href="#">"Precautions for Paper"</a>
<b>Solution 2</b>	<p>Perform the following procedure in the printer driver.</p> <ol style="list-style-type: none"><li>1. Display the [Finishing] sheet.</li><li>2. Click [Advanced Settings].</li><li>3. Set [Special Print Adjustment A] to [Mode 2].</li></ol> <p style="text-align: center;">▼</p> <p style="text-align: center;">If the problem is not solved, specify [Mode 3].</p> <p style="text-align: center;">▼</p> <p style="text-align: center;">If the problem is not solved, specify [Mode 4].</p> <p>† Resetting the setting to [Mode 1] due to change in paper type or operating environment may also avoid vertical streaks appearing on the printed paper. In this case, reset the setting to [Mode 1].</p> <p>† Vertical streaks are alleviated by specifying a setting between [Mode 2] and [Mode 4]. However, this decreases print density compared to when [Mode 1] is specified. This may also make outlines appear to be blurred or slightly jagged.</p>

### <Cause 2> The toner cartridge was replaced, or the printer was not printed for a long period of time.

<b>Solution</b>	<p>Perform the following procedure in the printer driver.</p> <ol style="list-style-type: none"><li>1. Display the [Finishing] sheet.</li><li>2. Click [Advanced Settings].</li><li>3. Set [Special Print Adjustment B] to [Mode 1].</li></ol> <p style="text-align: center;">▼</p> <p style="text-align: center;">If the problem is not solved, specify [Mode 2].</p> <p style="text-align: center;">▼</p> <p style="text-align: center;">If the problem is not solved, specify [Mode 3].</p> <p>† Selecting [Off] may also avoid vertical streaks appearing on the printed paper. In this case, reset the setting to [Off].</p> <p>† If [Special Print Adjustment B] is specified, printing speed may drop.</p>
-----------------	---

## Smudge Marks of Spattering Toner Appear around the Text or Patterns



Perform one of the following solutions according to the cause.

### <Cause 1> Appropriate paper is not being used.

#### **Solution**

Replace the paper with that which can be used with this printer.  
✦ "Usable Paper"

### <Cause 2> Depending on the paper type (especially for heavy paper) or the operating environment (especially in a low-humidity environment), smudge marks of spattering toner may appear.

#### **Solution**

Perform the following procedure in the printer driver.

1. Display the [Finishing] sheet.
2. Click [Advanced Settings].
3. Set [Special Print Mode] to [Special Settings A5].

- † Normally, use the printer with [Special Print Mode] set to [Off]. Specify [Special Settings A5] only if the described problems occur.
- † Selecting [Special Settings A5] may deteriorate print quality depending on the paper type (especially for thin paper) or the operating environment (especially in a high-humidity environment). In this case, do not specify [Special Settings A5].

## The Back of the Printed Paper Has Smudge Marks

---



Perform the following procedure.

**<Cause> The size of the print data was larger than that of the loaded paper.**

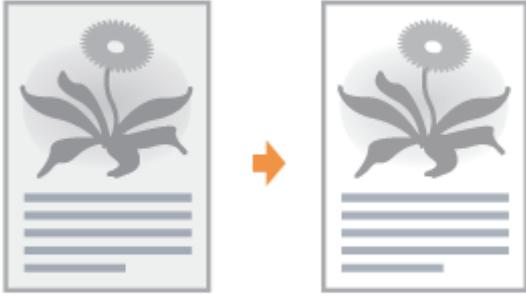
---

**Solution** Check if the size of the print data matches that of the loaded paper.

---

## The Overall Print Result Is Dark

---



Perform one of the following solutions according to the cause.

### <Cause 1>The setting for [Toner Density] is not appropriate.

---

**Solution**

Adjust [Toner Density] in the printer driver to a lighter setting.  
❖ ["Adjusting the Toner Density"](#)

### <Cause 2> The printer is exposed to direct sunlight or strong light.

---

**Solution**

Move the printer.  
❖ ["Moving the Printer"](#)

---

## Residual Images Appear on Non-printed Areas

---



Perform one of the following solutions according to the cause.

### <Cause 1> Appropriate paper is not being used.

---

**Solution**

Replace the paper with that which can be used with this printer.  
➤ ["Usable Paper"](#)

### <Cause 2> The drum in the toner cartridge is deteriorated.

---

**Solution**

Replace the toner cartridge with a new one.  
➤ ["Toner Cartridge Replacement"](#)

---

## White Dust Is Attached to the Printed Transparencies

---



Perform the following procedure.

**<Cause> You print transparencies after printing paper other than transparency continuously.**

---

**Solution** Wipe and remove the chipped paper with a soft cloth.

---

## The Overall Print Result Is Faint



Perform one of the following solutions according to the cause.

### <Cause 1>The setting for [Toner Density] is not appropriate.

#### **Solution**

Adjust [Toner Density] in the printer driver to a darker setting.  
➤ ["Adjusting the Toner Density"](#)

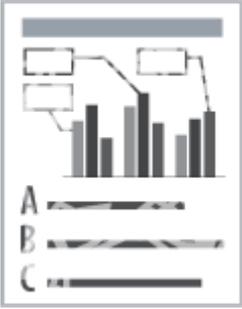
### <Cause 2> [Toner Save] is enabled.

#### **Solution**

Perform the following procedure in the printer driver.

1. Display the [Quality] sheet.
2. Click [Advanced Settings].
3. Set [Toner Save] to [Off].

## Colored Lines and Text Appear Faded



Perform the following procedure.

### <Cause> Thin lines or text was printed.

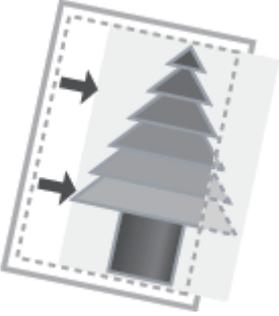
#### **Solution**

Perform the following procedure in the printer driver.

1. Display the [Quality] sheet.
2. Click [Advanced Settings].
3. Set [Print Colored Text and Lines in Black] to [On].

## The Printing Position Is Skewed

---



Perform one of the following solutions according to the cause.

### <Cause 1> [Gutter] is specified.

---

#### **Solution**

Perform the following procedure in the printer driver.

1. Display the [Finishing] sheet.
2. Click [Gutter].
3. Set [Gutter] to "0."

### <Cause 2> "Top Margin" and "Paper Position" in the application are not specified properly.

---

#### **Solution**

Specify the settings for "Top Margin" and "Paper Position" in the application properly.  
See the instruction manual supplied with the application.

---

## A Portion of the Page Is Not Printed



Perform one of the following solutions according to the cause.

### <Cause 1> The setting for the scaling factor is not appropriate.

<b>Solution 1</b>	<p>Perform the following procedure in the printer driver.</p> <ol style="list-style-type: none"><li>1. Display the [Page Setup] sheet.</li><li>2. Clear the [Manual Scaling] check box.</li></ol> <p>† If the [Manual Scaling] check box is cleared, the scale factor will be set according to [Page Size] and [Output Size] automatically.</p>
<b>Solution 2</b>	<p>Perform the following procedure in the printer driver.</p> <ol style="list-style-type: none"><li>1. Display the [Page Setup] sheet.</li><li>2. Select the [Manual Scaling] check box, then specify an appropriate scale factor according to the paper size to be used.</li></ol>

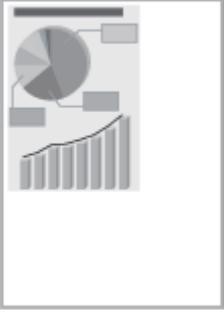
### <Cause 2> The position of the paper is incorrect.

<b>Solution</b>	<p>Load the paper properly.</p> <ul style="list-style-type: none"><li>❖ "Loading Paper in the Paper Drawer"</li><li>❖ "Loading Paper in the Multi-purpose Tray"</li></ul>
-----------------	---

### <Cause 3> A document with no margins was printed.

<b>Solution 1</b>	<p>Data is printed with a margin of 5 mm (10 mm for envelopes). Provide a margin around the data.</p> <ul style="list-style-type: none"><li>❖ "Printable Area"</li></ul>
<b>Solution 2</b>	<p>Perform the following procedure in the printer driver.</p> <ol style="list-style-type: none"><li>1. Display the [Finishing] sheet.</li><li>2. Click [Advanced Settings].</li><li>3. Set [Expand Print Region and Print] to [On].</li></ol> <p>† The edges of the printout may be partly missing depending on the property of the document to be printed.</p>

## Data Is Reduced and Printed

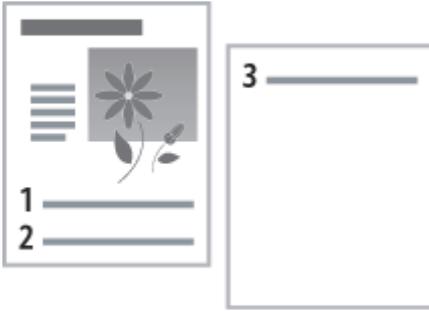


Perform the following procedure.

### <Cause 1> The setting for the scaling factor is not appropriate.

<b>Solution 1</b>	<p>Perform the following procedure in the printer driver.</p> <ol style="list-style-type: none"><li>1. Display the [Page Setup] sheet.</li><li>2. Clear the [Manual Scaling] check box.</li></ol> <p>† If the [Manual Scaling] check box is cleared, the scale factor will be set according to [Page Size] and [Output Size] automatically.</p>
<b>Solution 2</b>	<p>Perform the following procedure in the printer driver.</p> <ol style="list-style-type: none"><li>1. Display the [Page Setup] sheet.</li><li>2. Select the [Manual Scaling] check box, then specify an appropriate scale factor according to the paper size to be used.</li></ol>

## The Next Page Is Printed from Halfway across the Previous Page



Perform the following procedure.

**<Cause> "Line Spacing" or "Lines/Page" in the application is not specified properly.**

### **Solution**

Specify the settings for "Line Spacing" or "Lines/Page" in the application so that the data fits in one page, and then print again.

See the instruction manual supplied with the application.

## Blank Paper Is Output (Nothing Is Printed on the Paper)



Perform one of the following solutions according to the cause.

### <Cause 1> The toner cartridge was installed with the sealing tape still attached.

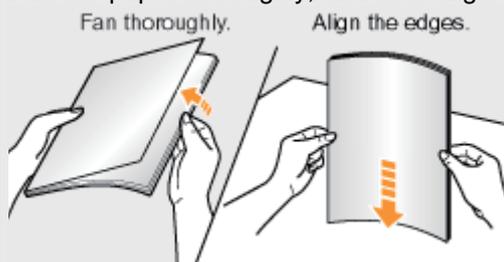
#### Solution

Take the toner cartridge out of the printer, pull out the sealing tape, and reinstall the toner cartridge.  
➤ ["Toner Cartridge Replacement"](#)

### <Cause 2> Multiple sheets of paper are fed at a time.

#### Solution

Fan the paper thoroughly, and then align the edges of the stack properly on a hard, flat surface.



### <Cause 3> Paper of the size different from the setting for [Output Size] is loaded.

#### Solution

When the message <Specified Paper Different from Set Paper> appears in the Printer Status Window, perform the described solutions in "[A Message Appears in the Printer Status Window.](#)"

## The Overall Surface of the Paper Is Printed in Black Completely

---



Perform the following procedure.

**<Cause> The drum in the toner cartridge is deteriorated.**

---

**Solution**

Replace the toner cartridge with a new one.  
➤ ["Toner Cartridge Replacement"](#)

---

## The Printout Is Different from What Is Displayed on Screen

---

Perform the following procedure.

**<Cause> This problem may occur in some applications depending on the processing type of the print data.**

---

### **Solution**

Performing the following procedure in the printer driver may be able to solve the problem.

1. Display the [Finishing] sheet.
2. Click [Advanced Settings].
3. Change the [EMF Spooling] setting.

† When [EMF Spooling] is set to [On], the Printer Status Window may not be displayed automatically. In this case, display it manually.  
(For details on methods for displaying the Printer Status Window, see "[Printer Status Window.](#)")

## The Flap of the Printed Envelope Sticks

---



Perform the following procedure.

**<Cause> The envelope is inappropriate.**

---

**Solution**

Replace the envelope with that which can be used with this printer.  
❖ "Usable Paper"

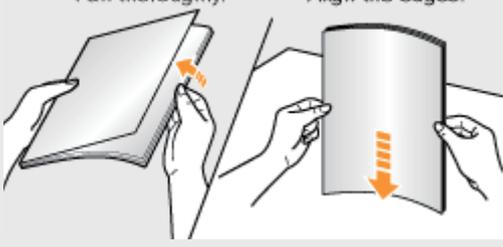
---

## Multiple Sheets of Paper Are Fed at a Time



Perform the following procedure.

**<Cause> You are using paper which tends to be fed at a time.**

<b>Solution</b>	<p>Fan the paper thoroughly, and then align the edges of the stack properly on a hard, flat surface.</p> <p>Fan thoroughly.      Align the edges.</p> 
-----------------	--

# Appendix

---

## ▣ Basic Operations/Various Information for Windows

---

## Basic Operations/Various Information for Windows

- ❖ Displaying [My Computer] or [Computer]
- ❖ Displaying the CD-ROM Top Page
- ❖ Checking the IP Address Using the PING Command
- ❖ Checking the Processor Version of Windows Vista, 7, or Server 2008
- ❖ Printing a Test Page in Windows
- ❖ Checking the Bi-directional Communication
- ❖ Displaying the Printer Folder
- ❖ Checking Printers in the Print Server
- ❖ Checking the Port
- ❖ Setting for [Device Type] when Setting a Port

### Displaying [My Computer] or [Computer]

**Windows XP** **Windows Server 2003**

From the [Start] menu, select [My Computer].

**Windows Vista** **Windows 7** **Windows Server 2008**

From the [Start] menu, select [Computer].

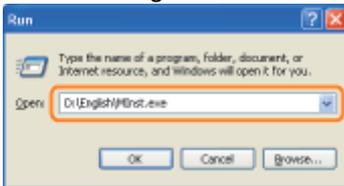
### Displaying the CD-ROM Top Page

If the CD-ROM top page does not appear even after inserting the CD-ROM, perform the following procedure.

- † The CD-ROM drive name is indicated as "D:" in this manual. The CD-ROM drive name may differ depending on the computer you are using.

**Windows XP** **Windows Server 2003**

1. From the [Start] menu, select [Run].
2. Enter "D:\English\MInst.exe."



3. Click [OK].

**Windows Vista** **Windows 7** **Windows Server 2008**

1. Enter "D:\English\MInst.exe" in [Start Search] or [Search programs and files] under the [Start] menu.



2. Press the [ENTER] key on the keyboard.

### Checking the IP Address Using the PING Command

## 1

#### Run Command Prompt.

From the [Start] menu, select [All Programs] or [Programs] → [Accessories] → [Command Prompt].

## 2

Enter "ping <the IP address of the printer>", then press the [ENTER] key on your keyboard.

- **Input example:** "ping 192.168.0.215"

† Correctly enter the IP address which is set for the printer. If the wrong IP address is entered, you cannot obtain an appropriate check result.

## 3

Check the displayed result.

- **When "Packets: Sent = 4, Received = 4, Lost = 0 (0% loss)," is displayed**  
The IP address is set properly.
- **When "Packets: Sent = 4, Received = 0, Lost = 4 (100% loss)," is displayed**  
Ask your network administrator about the problem.

## 4

Enter "exit", and then press [ENTER] on the keyboard to exit Command Prompt.

### NOTE

#### When using DHCP, BOOTP, or RARP

Consult your network administrator and perform either of the following settings.

- Set the DNS Dynamic Update function.  
[▶ "Configuring the Protocol Settings"](#)
- Configure DHCP or other settings so that the same IP address is always assigned to the printer when the printer is started.  
[▶ "Configuring the Protocol Settings"](#)

#### Checking and configuring the subnet

Enter "ipconfig" as a command in Command Prompt.

The network setting information of the computer appears. Confirm that the computer and printer are on the same subnet.

- **Example:**

Setting in a computer

- Subnet mask: "255.255.255.0" ▶ The IP address of the printer needs to be "192.168.0.xxx". (xxx indicates an arbitrary number.)
- IP Address: "192.168.0.10"

## Checking the Processor Version of Windows Vista, 7, or Server 2008

If you are not sure whether you are using 32-bit Windows Vista/7/Server 2008 or 64-bit Windows Vista/7/Server 2008, you can check that using the following procedure.

## 1

From the [Start] menu, select [Control Panel].

## 2

Display [System].

**Windows Vista** **Windows 7** **Windows Server 2008 R2**

Click [System and Maintenance] or [System and Security] → [System].

**Windows Server 2008**

Double-click [System].

## 3

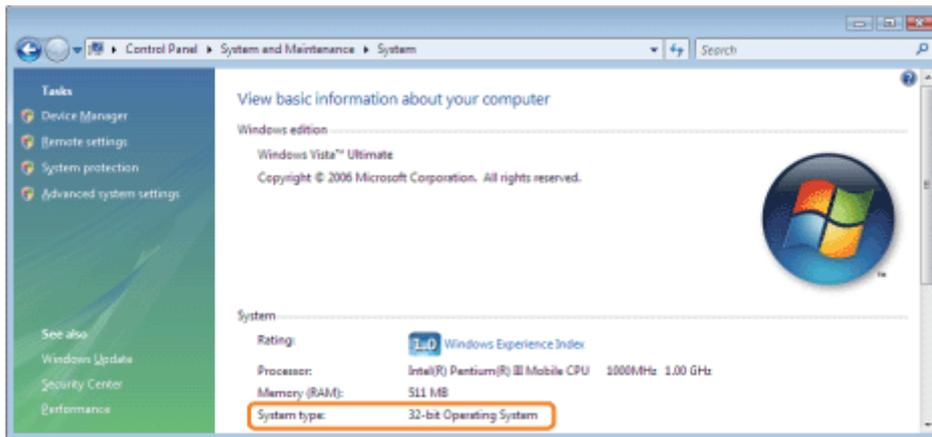
### Check the processor version.

#### For a 32-bit operating system

[32-bit Operating System] is displayed.

#### For a 64-bit operating system

[64-bit Operating System] is displayed.



## Printing a Test Page in Windows

You can check the operations of the printer driver by printing a test page in Windows.

## 1

### Load A4 paper in the multi-purpose tray or paper task tray.

❖ "Paper Loading and Output"

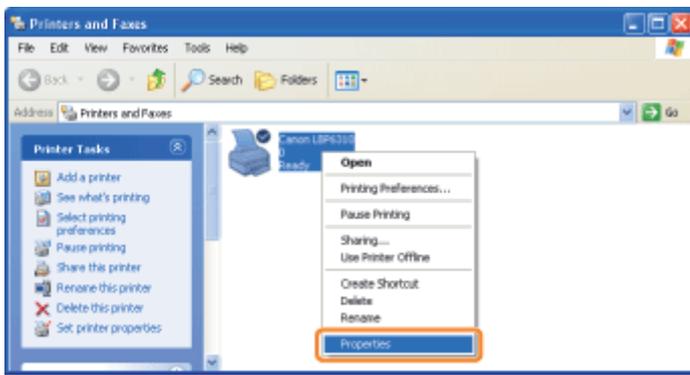
## 2

### Open the printer folder.

❖ Displaying the Printer Folder

## 3

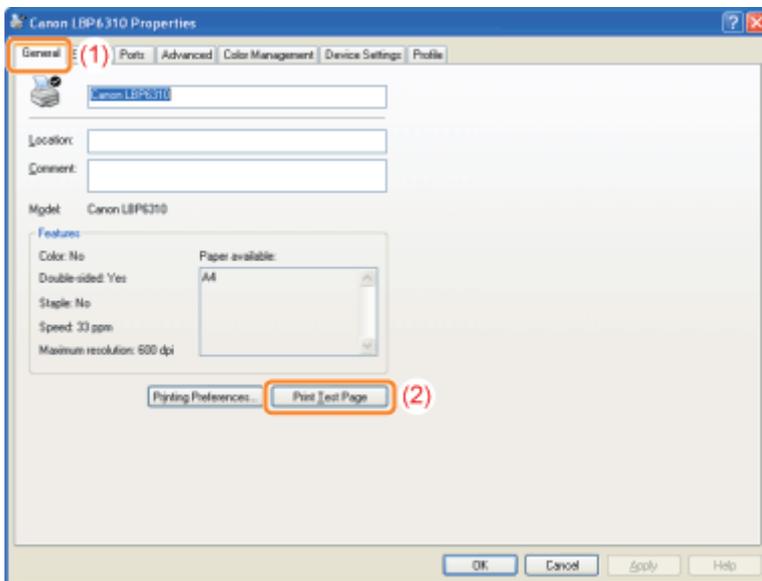
### Right-click the icon for this printer, and then select [Properties] or [Printer properties] from the pop-up menu.



## 4

### Print a test page.

- (1) Display the [General] sheet.
- (2) Click [Print Test Page] to print a test page.



## Checking the Bi-directional Communication

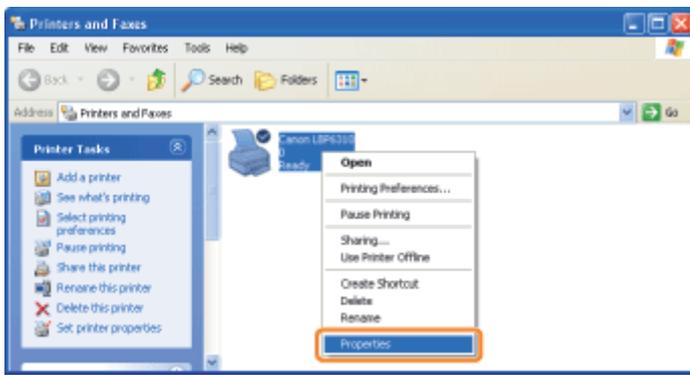
## 1

### Open the printer folder.

- Displaying the Printer Folder

## 2

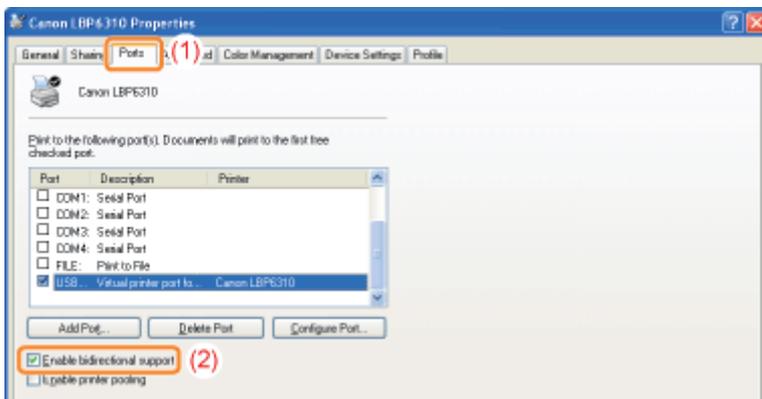
### Right-click the icon for this printer, and then select [Properties] or [Printer properties] from the pop-up menu.



### 3

#### Check the bi-directional communication.

- (1) Display the [Ports] sheet.
- (2) Check the [Enable bidirectional support] check box is selected.



#### IMPORTANT

**Do not clear the [Enable bidirectional support] check box.**

If the check box is cleared, you cannot perform printing.

### Displaying the Printer Folder

**Windows XP Professional** **Windows Server 2003**

From the [Start] menu, select [Printers and Faxes].

**Windows XP Home Edition**

From the [Start] menu, select [Control Panel], and then click [Printers and Other Hardware] → [Printers and Faxes].

**Windows Vista**

From the [Start] menu, select [Control Panel], and then click [Printer].

**Windows 7** **Windows Server 2008 R2**

From the [Start] menu, select [Devices and Printers].

**Windows Server 2008**

From the [Start] menu, select [Control Panel], and then double-click [Printers].

### Checking Printers in the Print Server

### 1

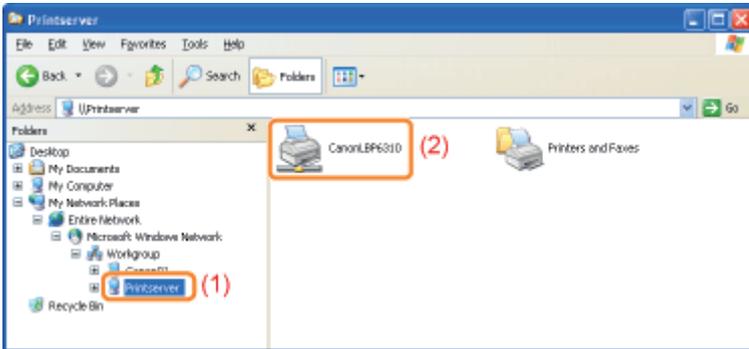
**Display [Windows Explorer].**

From the [Start] menu, select [All Programs] or [Programs] → [Accessories] → [Windows Explorer].

## 2

### Check printers in the print server.

- (1) Select the print server from [My Network Places] or [Network].
- (2) Check the icon for this printer is displayed.



## Checking the Port

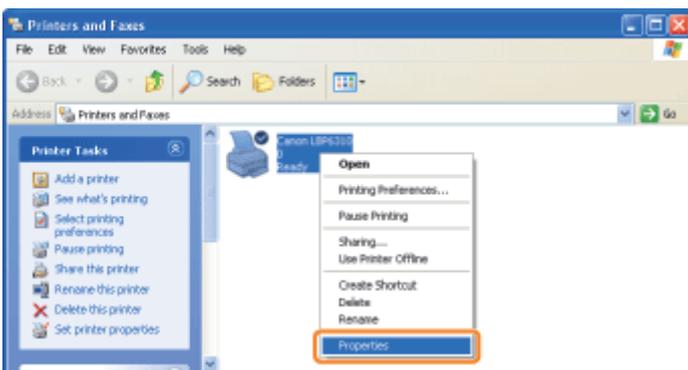
## 1

### Open the printer folder.

- Displaying the Printer Folder

## 2

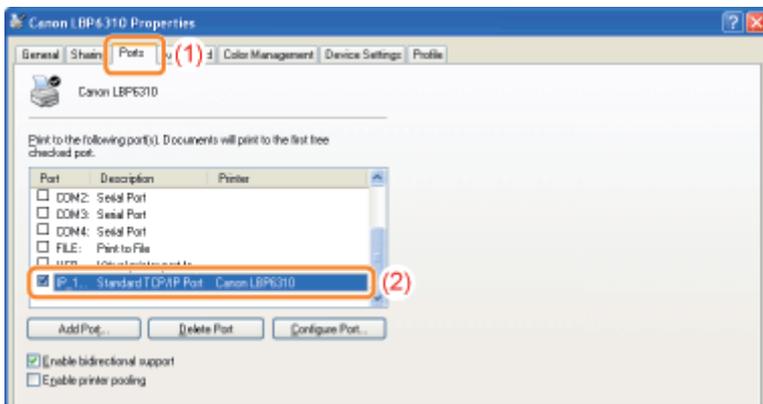
### Right-click the icon for this printer, and then select [Properties] or [Printer properties] from the pop-up menu.



## 3

### Check a port.

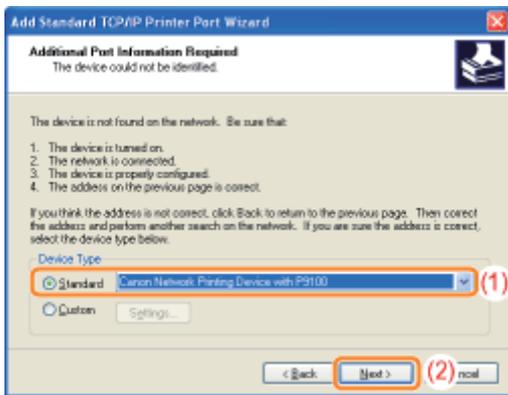
- (1) Display the [Ports] sheet.
- (2) Confirm the port is selected properly.



## Setting for [Device Type] when Setting a Port

If the printer cannot be detected when setting a port, set [Device Type] as follows.

- (1) Select [Standard], and then select [Canon Network Printing Device with P9100].
- (2) Click [Next].



## Office Locations

---

### **CANON INC.**

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

### **CANON MARKETING JAPAN INC.**

16-6, Konan 2-chome, Minato-ku, Tokyo 108-8011, Japan

### **CANON U.S.A., INC.**

One Canon Plaza, Lake Success, NY 11042, U.S.A.

### **CANON EUROPA N.V.**

Bovenkerkerweg, 59-61, 1185 XB Amstelveen, The Netherlands

### **CANON CHINA CO. LTD.**

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

### **CANON SINGAPORE PTE LTD**

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

### **CANON AUSTRALIA PTY LTD**

1 Thomas Holt Drive, North Ryde, Sydney NSW 2113, Australia

### **CANON GLOBAL WORLDWIDE SITES**

<http://www.canon.com/>

---

## For Windows 8 Users

---

This printer supports Windows 8. Such as the operation procedures or descriptions for when you are using Windows 8, refer to the descriptions of Windows Vista/7. This section describes cautions for when you are using this printer with Windows 8. Be sure to read the contents described in this section carefully before using the printer.

### Precautions for When Performing Procedures

Be sure to switch to the desktop when performing the following procedures.

- Installation and uninstallation of the printer driver
- Displaying the Printer Status Window
- Detailed settings of the printer driver \*

\* However, the settings that are specified in the desktop may not be reflected depending on the Windows Store applications.

---