Read this guide first.

Please read this guide before operating this product. The remarks for important safety instructions are described in the Basic Operation Guide. After you finish reading the Starter Guide, store it in a safe place for future reference.
Checking the Supplied Accessories

Confirm that all the supplied accessories are contained in the box. If an item is missing or damaged, please contact the Canon Authorized Service Facilities or the Canon Customer Care Center.

About the LAN and USB cable
The machine does not come with a LAN cable, USB cable, or a hub. Have cables or a hub ready as needed.
- Please use LAN Cable of Category 5 twisted pair cable or higher for support.
- When connecting the machine to a 100BASE-TX Ethernet network, all the devices on the LAN must be compatible with 100BASE-TX.

Supplied Toner Cartridge
- The included "Canon Cartridge 128 Starter" can print an average yield of 1,000 sheets*. The average yield of the replacement toner cartridge differs from the supplied toner cartridge.
- To purchase replacement toner cartridges: “Replacement Toner Cartridges” in the e-Manual
- The average yield is based on "ISO/IEC 19752" when printing A4 size paper with the default printing density.

User Software CD-ROM
- The User Software CD-ROM contains the MF Drivers, MF Toolbox, various software, and the e-Manual.*1

MF Drivers
- The MF Driver contains the Network Scan Utility*2 (to use to scan over a network) as well as printer, fax, and scanner drivers.

MF Toolbox
- The MF Toolbox provides a group of commands for you, such as to open a scanned image in an application, send it as an e-mail attachment file, and store it on the hard disk.

Miscellaneous Software
- The User Software CD-ROM contains Presto! PageManager. Install it from the [Custom Installation] option.

*1 See “Using the e-Manual” (P31).
*2 Windows 7/8/Vista/XP only.
Included Documents

Printed Manuals

- **Starter Guide**
  This manual describes the configuration and software installation.

- **Wireless LAN Setting Guide** (MF4890dw/MF4880dw Only)
  This manual explains the wireless LAN setup procedures and troubleshooting during the setup.

- **Basic Operation Guide**
  This manual describes the basic use of the machine.

Manuals Included in the CD-ROM

- **e-Manual**
  This manual explains all the features of the machine, and is categorized by subject. For details about using the e-Manual, see “Using the e-Manual” (P.31).
Removing the Packing Materials

Remove all the packing materials, such as orange tape. Packing materials may change in form or placement, or may be added or removed without prior notice.

Establishing an Installation Site

MF4890dw
1 31 1/4" (793 mm)
2 24 5/8" (626 mm)
3 29 1/4" (741 mm)

★ = 4" (100 mm)

MF4880dw
1 31 1/4" (793 mm)
2 24 5/8" (626 mm)
3 28 1/2" (723 mm)

MF4770n
1 29 3/4" (755 mm)
2 24 5/8" (626 mm)
3 28 1/2" (723 mm)

Do not remove this packing material yet.
Do not place the machine near the following:

- Alcohol, paint thinner, or other flammable substances » If flammable substances come into contact with electrical parts inside the machine, this may result in a fire or electrical shock.
- Any medical equipment » Radio wave emitted from this machine may interfere with medical equipment.
- Surfaces that are unstable, subject to excessive vibration, objects that could block the ventilation slot, dampness or dust, in direct sunlight or exposed to the elements, subject to high temperatures, open flames, and poor ventilation » Installing the machine in locations with these characteristics may result in personal injury, fire, or electric shock.

Ozone from the Unit
Although ozone is generated from the machine during operation, it does not have any affect on the human body. However, if you intend to use the machine for long periods of time, ensure that the installation location is well ventilated for a comfortable working environment.
Preparing the Toner Cartridge

1. The plastic part is also a packing material. Be sure to remove it.

2. Fit the protrusions on each side of the toner cartridge, and then slide the toner cartridge into the machine.

3. The length of the tape is approximately 20” (50 cm).
Preparing the Toner Cartridge

3. Shake 5 to 6 times.

4. Place on a flat surface.

7. Check!

11. Are all the packing materials removed?

- Packing materials
- Sealing tape
- Packing material with a sheet
Loading Paper

1. Spread the paper guides a little wider than the width and length of the paper.

4. Adjust the paper guides tightly to the width and length of the paper.

Loading Paper Other than Letter Size

The procedure here is for loading Letter size paper. To load paper other than Letter size, such as Legal or Statement, see “Loading Paper Other than Letter Size” (P.29) after finishing the initial settings.
3

Loading Paper

Push out the output tray extension, and then pull it out.

Lift the paper stopper.

Use the paper stopper when printing.
Pull out the paper stopper to prevent the paper from falling out of the output tray.

Check!
Make sure that the paper stack does not exceed the load limit guide.

Check!
Make sure that the paper stack does not exceed the load limit guide.

Push until the edge of the paper stack meets the back of the paper cassette.

Load Limit Guide

Check!
Make sure that the paper stack does not exceed the load limit guide.
Connecting the Power Cord

1. Make sure that the machine is turned OFF.

2. Do not connect the USB cable. Connect the cable when installing the software.

3. Press [◀] or [▶] to move the cursor to the left and right.

4. Press [▲] or [▼] to change the numeric value, or AM/PM.

5. The factory default settings for time display is set as 12-Hour.


7. Enter the date and time, and then press [OK].

8. Select a connection method.

   Use wireless LAN to connect computer? (Can config. later.)

   Yes No
Connecting the Power Cord

3

Connecting to a Computer and Installing the Drivers

6 Press [OK].

- Open toner cover; see if orange packing material is removed.
- Check that tape/tabs are removed from toner cartridge.
- Check that paper is loaded in Drawer 1.

9 Confirm the screen, and then press [OK].

- Connect to the computer via a wired LAN
- Connect to the computer via a USB cable
- Do not connect to PC

Yes

Connect to the computer via a wireless LAN immediately.
- Start from step 4 on P.4 in the Wireless LAN Setting Guide.

NO

Proceed to the next step.
- Select <No> also when you connect to the computer via a wireless LAN later.

Preface Installing the Machine
Configuring and Connecting the Fax
Choosing the Method to Connect the Machine to the Computer

First, you need to decide on the method you would like to connect your machine to the computer. Choose from the following three options.

**Connecting via a Wired LAN**
You can connect the machine to the computer through a wired router. Use the LAN cables to connect the machine to the wired router (or hub).

※ Make sure that there is an available port in the router to connect the machine and the computer.
※ Have a LAN Cable of Category 5 twisted-pair cable or higher ready.

**Connecting via a USB**
You can connect the machine to the computer using a USB cable.

**Connecting via a Wireless LAN**
(MF4890dw/MF4880dw Only)
You can connect the machine to the computer through a wireless router*. Since it is connected wireless, no LAN cables are needed.

※ A wireless router (or access point) which supports IEEE802.11b/g/n is required.
※ If you are looking to install your new device via a Wireless Network connection, you can find a video and written guides with step-by-step instruction to assist you through the process from the following URL:
  www.usa.canon.com/WirelessHelp
  Viewing these guides will ensure a smooth setup of the device into your existing wireless environment.

---

If you do not sure whether your router is wired or wireless:
See the instruction manual provided with your network device, or contact the manufacturer.
1 Wired LAN Connection

Check the following first. Windows

1. Are the computer and the router (or hub) properly connected using a LAN cable?
   For details, see the instruction manual provided with your network device, or contact the manufacturer.

2. Have the network settings on the computer been complete?
   If the computer is not properly configured, you may not use the wired LAN connection even after completing the following settings.

**NOTE**

- You cannot connect both the wired LAN and wireless LAN at the same time.
- When you connect to a network environment that is not security protected, your personal information could be disclosed to third parties. Please use caution.
- If you connect through a LAN in the office, contact your network administrator.

---

2 Wired LAN Connection

Connect the LAN cable. Windows

The machine does not come with a LAN cable, router, or a hub. Have LAN Cable of Category 5 twisted pair cable or higher ready.

If the IP address on this machine has been changed:

If the machine is on the same subnet as the computer, the connection is maintained.

* If you want to manually configure the IP address:

If you have set a static IP address to the IP address of the computer, manually configure a static IP Address.

"Setting the IP Address" in the e-Manual
Connecting to the Computer

3 Wired LAN Connection

Install the software. Windows

Install the MF Drivers and the MF Toolbox. Make sure that the machine is turned ON, and log on to Windows as a user with administrative privileges. Shut down all applications that are running. See the e-Manual for details about installation.

NOTE
• If you are operating in the IPv6 environment, you may not install the software following the procedures below. See “Installing the MF Drivers on the WSD Network” in the e-Manual.
• You may not use the scan function in the IPv6 environment.

User Software CD-ROM

Printer, fax, scanner drivers and MF Toolbox will be installed.

If the screen is not correctly displayed:
• Windows XP/Server 2003
  [Start] Menu → [Run] → enter [D:\MInst.exe*] → [OK]
• Windows Vista/7/Server 2008
  [Start] Menu → [Search programs and files] (or [Start Search]) → enter [D:\MInst.exe*] → press the [Enter] key
• Windows 8/Server 2012
  Right-click the lower-left corner of the screen → [Run] → enter [D:\MInst.exe*] → [OK]
• The CD-ROM drive name is indicated as “D:” in this manual.

Computer connection via the wired LAN is now complete.

Proceed to P.24 to configure the fax.
1 Wired LAN Connection
Check the following first. Macintosh

1 Are the computer and the router (or hub) properly connected using a LAN cable?
   For details, see the instruction manual provided with your network device, or contact the manufacturer.

2 Has the network settings on the computer been complete?
   If the computer is not properly configured, you may not use the wired LAN connection even after completing the following settings.

   **NOTE**
   - You cannot connect both the wired LAN and wireless LAN at the same time.
   - When you connect to a network environment that is not security protected, your personal information could be disclosed to third parties. Please use caution.
   - If you connect through a LAN in the office, contact your network administrator.

2 Wired LAN Connection
Connect the LAN cable. Macintosh

The machine does not come with a LAN cable, router, or a hub. Have LAN Cable of Category 5 twisted pair cable or higher ready.

If the IP address on this machine has been changed:
If the machine is on the same subnet as the computer, the connection is maintained.

* If you want to manually configure the IP address:
   If you have set a static IP address to the IP address of the computer, manually configure a static IP Address.
   ⇒ “Setting the IP Address” in the e-Manual
Connecting to the Computer

3 Wired LAN Connection

Install the software. Macintosh

Install the MF drivers for Macintosh. It requires Mac OS X 10.5.8 version or later. The installation screen varies depending on the version of Mac OS X.

This operation is for Macintosh. If using Windows, proceed to P.14.

1 Insert the User Software CD-ROM and double-click the CD-ROM icon.

2 Double-click!

Follow the instructions on the screen to continue.

3 Enter

Click!

- Depending on the system environment, the dialog box may not be displayed. In this case, proceed to next step.

4 Click!

Installing the drivers is now complete. Continued with registration operations on the desktop.

5 Click!

System Preferences

Follow the instructions on the screen to continue.
Connecting to the Computer

Preface Installing the Machine

Connecting to a Computer and Installing the Drivers

3 Configuring and Connecting the Fax

Connecting with the manual setting

- [IPP (Internet Printing Protocol)] is not supported.

Select a printer name for which [Bonjour] is displayed in the [Kind] or [Connection] column.

If you are using Mac OS X 10.5.x, select the corresponding driver from [Print Using].

An IP address is automatically configured by the Bonjour function. If there is not the Bonjour function or you want to set the IP address manually, see “Setting the IP Address” in the e-Manual.

Proceed to P.18
Connecting to the Computer

Macintosh

- If you are using Mac OS X 10.5.x, select [Select a driver to use] and the corresponding driver from [Print Using], and then click [Add].

Computer connection via the wired LAN is now complete.

Proceed to P.24 to configure the fax.
1 USB Connection

Install the software.  

Windows

Install the MF Drivers and the MF Toolbox. Make sure that the machine is turned ON, and log on to Windows as a user with administrative privileges. Shut down all applications that are running. See the e-Manual for details about installation.

Do not connect the USB cable yet.

Connect the USB cable after installing the MF Drivers and the MF Toolbox.

If you already connected the USB cable:
Windows 7/8: ① Disconnect the USB cable from the computer, ② and then proceed to step ③.
Windows Vista/XP: ① If the dialog box on the right appears, disconnect the USB cable from the computer*, ② click [Cancel], ③ and then proceed to step ①.
* If the USB cable is disconnected and the dialog box disappears, proceed to step ①.

1. User Software CD-ROM

2. Select ✔️

- Printer, fax, scanner drivers and MF Toolbox will be installed.

If the screen is not correctly displayed:
- Windows 8/Server 2012 Right-click the lower-left corner of the screen → [Run] → enter [D:\MInst.exe*] → [OK]
* The CD-ROM drive name is indicated as "D:" in this manual.

3. Select ✔️

- Remove the CD-ROM, if necessary.

Proceed to P.20
Connecting to the Computer

2 USB Connection

Connect the USB cable.  
Windows

After installing the software, such as MF Driver, connect the USB cable. Make sure the software is installed first.

Computer connection via the USB is now complete.

Proceed to P.24 to configure the fax.
Install the MF drivers for Macintosh. It requires Mac OS X 10.5.8 version or later. The installation screen varies depending on the version of Mac OS X.

This operation is for Macintosh. If using Windows, proceed to P.19

Do not connect the USB cable yet.

Connect the USB cable after installing the MF Drivers and the MF Toolbox.

If you already connected the USB cable:
① Disconnect the USB cable from the computer, ② and then proceed to step ①.

1. Insert the User Software CD-ROM and double-click the CD-ROM icon.

2. Double-click!

3. Enter

Click!

• Depending on the system environment, the dialog box may not be displayed. In this case, proceed to next step.

4. Click!

• Installing the drivers is now complete. Continued with registration operations on the desktop.
Connecting to the Computer

2 USB Connection

Connect the USB cable.

After installing the software, such as MF Driver, connect the USB cable. Make sure the software is installed first.

Computer connection via the USB is now complete.

Proceed to P.24 to configure the fax.
Configuring the Fax

Set Up 1 Register the Fax Number and Unit Name

Perform fax setup?
- If you select <Set up Later>, the receive mode will be set to <Auto>.
- To reconfigure the settings, select [Menu] → <Fax TX Settings> → <Fax Setup Guide>.

Register the unit telephone number for this machine.
*Next Screen: Press OK

Register Unit Tel No.
+ = 031234567 

- Press [▲] or [▼] to highlight <Apply>, and then press [OK].

Register Unit Name
ABC 
Entry Mode: A

- By referring to “Entering Text” (P.35), enter the unit name.

Register Unit Name
ARE
Entry Mode: A

- Press [▲] or [▼] to highlight <Apply>, and then press [OK].

Set the RX mode.
Answer the following questions to select the appropriate mode.
*Next Screen: Press OK

Set up Now
Set up Later

- Do not operate the machine when this screen appears and proceed to the next page.

Registered information will be printed on the recipient’s paper.
The fax number and unit name registered here will be printed on the recipient's paper as the sender information.
Check! Receive Mode That Fits Your Purpose

Choose a receive mode that meets your purpose from the following receive modes. The receive mode will be used to configure the setting in "Selecting the Fax Receive Mode" (P.26).

**Use for Fax Only/No Voice Calls**
You can use only for fax and may not use for voice calls. You do not need to connect the external telephone.

**Receive Mode** ⇒ Auto

**Mainly Use for Voice Calls/Almost Not Use for Fax**
Connect an external phone to receive calls. Press [ ] (FAX), select <Start Receiving>, and then hang up the handset to receive faxes.

**Receive Mode** ⇒ Manual

**Use for Fax and Voice Call**
1. Using an answering machine
   Connect an external answering machine to record voice messages when you are out, as well as receive calls. Faxes will be automatically received.

   **Receive Mode** ⇒ Answering Machine

2. Using a General Telephone
   Connect the external telephone. Faxes will be automatically received and the machine will ring when voice calls come in.

   **Receive Mode** ⇒ Fax/Tel Auto Switch
Configuring the Fax

Set Up 2  Selecting the Fax Receive Mode

Set the receive mode that you confirmed in "Receive Mode That Fits Your Purpose" (P.25).

Set the RX mode. Answer the following questions to select the appropriate mode.

*Next Screen: Press OK

Do you want to use this machine for fax only (no telephone)?

Yes
No

• To set to Auto mode → <Yes>
• To set to other receive modes → <No>

Do you want to auto-receive faxes and answer phone manually?

Yes
No

• To set to Fax/Tel Auto Switch mode → <Yes>
• To set to other receive modes → <No>

Do you want to use an answering machine to answer the phone?

Yes
No

• To set to Answering Machine mode → <Yes>
• To set to Manual mode → <No>

The screen that appears varies depending on the receive mode selected.

Connect phone line.
Follow illustrations on the next screen:
Connect line to A.
*Next: Press OK

RX Mode Settings
RX Mode: XXXXX
*Reset: Press Back
*Apply: Press OK

OK

When connecting a telephone with fax functions:
Set the fax receive mode of the telephone to "manual."
**Set Up 3  Connecting the Telephone Line**

You cannot use the fax function if it is not properly connected.

To an analog telephone line

Connect if necessary

Telephone (answering machine)

- Press [OK] when connecting is finished.

* If the telephone line type is not automatically set:
  See the Basic Operation Guide to set manually.
  
  "Fax" → "Change the Fax Settings" → "Changing Fax Sending Settings" in the Basic Operation Guide
Appendix

Checking the IP Address

You can check the IP address of the machine. Use it when you need to enter the IP address during the configuration or registration.

1. Press \[▲\] or \[▼\] to highlight <Network Information>.

2. Press \[▲\] or \[▼\] to highlight <IPv4>.

3. Press \[▲\] or \[▼\] to highlight <IP Address>.

4. The IP address is displayed. Press [Status Monitor/Cancel] to close the screen.

Check if the Machine Is Connected to the Network Correctly

“Start the web browser of the computer that is connected to the network, enter [http://IP address of the machine], and then press [ENTER]. (Example: http://192.168.0.215/)

The screen below (Remote UI) should be displayed.*

* If the remote UI screen is not displayed, see the e-Manual.
Loading Paper Other than Letter Size

To load paper other than Letter size, such as Legal or Statement, see “Loading Paper” (P.8) and the following procedure after finishing the initial settings.

1. Load the paper into the paper cassette.
   - Make sure that the paper stack does not exceed the load limit guides.
2. Adjust the paper guides tightly to the width and length of the paper.
3. Press [▲] or [▼] to highlight the paper source to load paper, and then press [OK].
4. • Press [▲] or [▼] to highlight the paper source to load paper, and then press [OK].
5. • Press [▲] or [▼] to highlight a paper size, and then press [OK].
6. • Press [▲] or [▼] to highlight a paper type, and then press [OK].
Loading Paper that Is Longer than the Length of the Paper Cassette
Lift the dust cover extension after loading paper.

Loading Envelopes or Paper with a Letterhead
“Loading Envelopes or Paper with a Letterhead” in the Basic Operation Guide.
Using the e-Manual

The e-Manual is an electronic manual document that is displayed on the computer. All features of the machine are categorized by subject, and you can quickly view the information you need by using its search function. Use the e-Manual as a reference.

Using the Online Help

Information, such as driver software information, is included in the online help. When using the driver software, you can immediately view the description of the features and the contents of the settings.

1. Select [File] → [Print] from the menu bar of an application.
2. Select the printer in [Select Printer] or [Name] in the [Print] dialog box.
3. Click [Preferences] or [Properties].
4. Click [Help].
Appendix

Windows

Installing in a Windows Environment

1. Insert the User Software CD-ROM in your computer.
2. Click [Custom Installation]*.
3. Click [Next].
4. Select only the [Manuals] check box.
5. Click [Install].
6. Click [Yes].
7. Click [Exit].
8. Click [Next].
9. Click [Exit] to finish the installation.

* If the CD-ROM setup screen does not appear:
- Windows XP/Server 2003
  [Start] Menu → [Run] → enter [D:\MInst.exe**] → [OK]
- Windows Vista/7/Server 2008
  [Start] Menu → [Search programs and files]
  (or [Start Search]) → enter [D:\MInst.exe**] → press the [ENTER] key
- Windows 8/Server 2012
  Right-click the lower-left corner of the screen → [Run] → enter [D:\MInst.exe**] → [OK]

** The CD-ROM drive name is indicated as “D:” in this manual.

Macintosh

Installing in a Macintosh Environment

1. Insert the User Software CD-ROM in your computer.
2. Open the [Documents] folder.
3. Drag and drop the [MF Guide] folder into a location where you want to save it.

Displaying the e-Manual from the CD-ROM


For Details About the Fax, Print, and Scan Functions

- Canon MF Printer Driver Installation Guide
  User Software CD-ROM → [Documents] → [Print] → [Guide] → [index.html]
- Canon Fax Driver Installation Guide
  User Software CD-ROM → [Documents] → [FAX] → [Guide] → [index.html]
- Canon Scanner Driver Guide
  User Software CD-ROM → [Documents] → [Scan] → [Guide] → [index.html]

Displaying the e-Manual


Displaying the e-Manual from the CD-ROM

Insert the User Software CD-ROM in your computer, click [Manuals], and then click [e-Manual].

※ Depending on the operating system, a message will be displayed for security protection to display the content.
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Entering Text

During the setup or initial configuration, you may need to enter letters and numbers. Use [▲], [▼], [◀], [▶], numeric keys, and [OK] to enter text.

### Numeric Key Entry Mode (See below on how to change the Entry mode)

<table>
<thead>
<tr>
<th>Numeric Key</th>
<th>Entry Mode (See below on how to change the Entry mode)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>&lt;A&gt; @.-/</td>
</tr>
<tr>
<td>2</td>
<td>&lt;A&gt; ABC abc</td>
</tr>
<tr>
<td>3</td>
<td>&lt;A&gt; DEF def</td>
</tr>
<tr>
<td>4</td>
<td>&lt;A&gt; GHI ghi</td>
</tr>
<tr>
<td>5</td>
<td>&lt;A&gt; JKL jkl</td>
</tr>
<tr>
<td>6</td>
<td>&lt;A&gt; MNO mno</td>
</tr>
<tr>
<td>7</td>
<td>&lt;A&gt; PQRS pQRS</td>
</tr>
<tr>
<td>8</td>
<td>&lt;A&gt; TUV tuv</td>
</tr>
<tr>
<td>9</td>
<td>&lt;A&gt; WXYZ wxyz</td>
</tr>
<tr>
<td>0</td>
<td>(Not available)</td>
</tr>
<tr>
<td>#</td>
<td>(Not available) $ @ % &amp; +()[]{}\.'&lt;&gt;</td>
</tr>
</tbody>
</table>

**Changing the Entry Mode**

The machine supports three entry modes: <A> for uppercase, <a> for lowercase, and <12> for numbers. The default setting is <A>. Press [▼] to highlight <Entry Mode: A>, and then press [*][Tone] to switch between the entry modes.

**Entering a Space**

Move the cursor to the end of the text, and then press [▶].

**Deleting Characters**

Press [▼] (Clear) to delete characters.
Press and hold to delete all characters.

**Moving the Cursor**

Press [◀] or [▶] to move the cursor.
Contacting the Service Center

When you have a problem with your machine, refer to “Troubleshooting” in the Basic Operation Guide or the e-Manual first. If you cannot solve the problem after referring the manuals, contact the Canon Authorized Service Facilities or the Canon Customer Care Center.

Canon Customer Care Center

1-800-OK-CANON
(U.S.A./Canada)

U.S.A
Monday through Friday
From 8:00 A.M. to 8:00 P.M. EST

Canada
Monday through Friday
From 9:00 A.M. to 8:00 P.M. EST
http://www.canon.ca/