**1 Prepare the Machine**

1. Place the machine on a flat and horizontal surface, and do not place any objects in front of the machine. Remove all the shipping tapes on the outside of the machine. Then open the Paper Output Tray and the Output Tray Extension.

2. Remove the protective material in the ADF (Auto Document Feeder).

3. Connect the telephone line and any necessary external device. You can connect an external device (telephone or answering machine) if necessary. Remove the Telephone connector cap to connect the external device.

**Important**
- Before turning on the machine, remove all of the Protective Material.
- The protective material includes the protective cap on the Print Head Nozzles. Do not touch the electrical contacts.

**Caution**
- There may be some transparent or light blue ink on the inside of the bag the print head comes in, or on the outside of the protective cap - this has no effect on print quality. Be careful not to get ink on yourself when handling these items.

**Important**
- If an unintended language is displayed on the LCD, press the Back button on the Operation Panel to return to the Language selection screen.
- If the message "Install the print head and set the ink tank" appears, go to **2**.

4. Lift the Scanning Unit (Printer Cover) with both hands, and set the Scanning Unit Support. The Print Head Holder automatically moves to the center.

5. Press the ON/OFF button to turn on the machine. The home screen will initialize. Wait until the Power lamp stops flashing and remains lit green.

6. Press the button(s) on the Operation Panel to select the language for the LCD, then press the OK button.

**Caution**
- Do not touch the electrical contacts.

**Important**
- Do not touch the print head nozzles and the electrical contacts.

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

8. Insert the Print Head.

9. Press the Print Head to hold it in place, and lower the Print Head Lock Lever carefully.

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

10. Write down the serial number located inside the machine. You will need this to register your product.

**Important**
- Do not touch the print head electrical contacts.

**Important**
- Be sure that the Document Cover is closed.
- Do NOT connect the USB cable at this stage.

11. Press the ON/OFF button to turn off the machine.

**Caution**
- Do not press the ON/OFF button until the Power lamp lights red.

12. Twist off and discard the orange protective cap located on the bottom of the ink tank.

13. Insert the ink tank into the right-hand slot and press the mark on the ink tank until it clicks into place.

**Important**
- Do not touch the ink tank.

14. Make sure the ink lamp lights red.

Refer to the color guide on the Print Head Lock Lever.

15. Lift the Scanning Unit (Printer Cover) and discard it.

16. Pull the orange tape in the direction of the arrow to peel off the protective film and remove the film completely.

17. Set the Scanning Unit Support to the language selection screen.

18. Removing the protective cap from the Print Head and discard it.

19. Insert the Print Head.

20. Push the Print Head to hold it in place, and then raise the Print Head Lock Lever firmly in place. If the Print Head is tilted forward, or the Print Head Lock Lever is pressed only halfway down, raise the Print Head Lock Lever and remove the Print Head, and then reinstall the Print Head.

**Important**
- Be sure that the Print Head Lock Lever is pressed all the way down, and that the Print Head is locked firmly in place. If the Print Head is tilted forward, or the Print Head Lock Lever is pressed only halfway down, raise the Print Head Lock Lever and remove the Print Head, and then reinstall the Print Head.

21. Press the OK button on the Operation Panel to select the language.

22. If the air hole is blocked with the remaining film, ink may leak out or may not eject properly.

**Important**
- Do not press the OK button to select the language.

23. Important
- When you have installed the Print head and ink tanks, wait about two minutes until the message "Perform head alignment in the case colors or colors are off." appears, then press the OK button. The Copy standby screen appears on the LCD.

**Important**
- Do not press the OK button to select the language.

24. Do not touch the electrical contacts.

25. Important
- If you receive mainly voice calls and if you have a dedicated telephone line for fax use only:
  - FAX priority mode
  - TEL priority mode

26. If you receive mainly faxes and if you have a dedicated telephone line for fax use only:
  - FAX only mode
  - TEL priority mode

27. When you are using a single telephone line:
  - FAX only mode

28. Important
- Do not touch the ink port.

29. Plug the power cord in the back of the machine.

30. Connect the external device (telephone or answering machine) if necessary.

31. Press the OK button.

32. Do not press the OK button to select the language.

33. Press the On button.

34. Do not press the On button to select the language.

35. Press the OK button on the Operation Panel to select the language.

36. Do not press the OK button to select the language.

37. Important
- Do not touch the electrical contacts.

38. If you receive mainly voice calls and if you have a dedicated telephone line for fax use only:
  - FAX priority mode

39. Important
- Do not touch the ink port.

40. Important
- Do not touch the electrical contacts.

41. Important
- Do not touch the electrical contacts.

42. Important
- Do not touch the electrical contacts.

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- Do not touch the electrical contacts.

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- Do not touch the electrical contacts.

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- Do not touch the electrical contacts.

51. Important
- Do not touch the electrical contacts.

**Loading Paper**

For fax users

- To use a fax, you need to set the telephone line type setting properly on the machine.
- If you are unsure of your telephone line type, contact your telephone company.
- Select the receive mode according to your needs.
  - When you have a dedicated telephone line for fax use only:
    - FAX only mode
    - TEL priority mode
  - When you are using a single telephone line for faxes and voice calls:
    - If you receive mainly voice calls and sometimes faxes:
      - FAX priority mode
    - If you receive mainly faxes and sometimes voice calls:
      - TEL priority mode
  - When you subscribe to a ring pattern detection service provided by your telephone company:
    - DRPD

**For details**

- To confirm and change the settings, refer to the Quick Start Guide.
- For fax users, refer to the Fax User’s Guide.

**Loading Paper in the Rear Tray**

1. Load the paper in the Rear Tray with the print side facing up.

2. Align the paper stack against the paper guide on the right side of the Rear Tray.

3. Slide the Paper Guide against the left side of the paper stack.

**Loading Paper in the Front Tray**

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

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

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

4. Slide the Paper Guide against the left side of the loaded paper stack.

**Loading Paper**

- A USB cable is necessary to connect the machine with your computer.
- Follow the instructions in the Quick Start Guide to perform a head alignment.
- Start installing the software from the CD-ROM.
USB connection is explained here. For wired LAN connection, refer to the Network Setup Guide.

### Windows® Software Installation

1. **When the list of applications to install appears, confirm the contents, then click Install.**
   - **Note** Move the cursor over items to display explanations of each application.
2. **Read the License Agreement carefully and click Yes.**
3. **Software installation screen may appear during the installation process. Follow the on-screen instructions to install the software.**
4. **When the Setup Method screen appears, select Use the printer via USB.** Then click Next.
5. **When the Printer Connection screen appears, connect one end of the USB cable to the computer, the other to the machine, then TURN THE MACHINE ON.** The MP Drivers will begin identifying the printer port being used.
6. **Important** If you cannot go to the next procedure after three minutes, refer to “Trouble-shooting” instructions in the Quick Start Guide.
7. **When the Setup Complete screen appears, click Next.**
8. **When the User Registration screen appears, click Next.**
   - **Note** To register later, click Cancel and go to Step 6. After software installation is complete, double-click the Setup icon on the desktop.
9. **Follow on-screen instructions to register your product.** You will need your product serial number, which is located on the inside of the machine. See Step 1. on the front page.
10. **When the PIXMA Extended Survey Program screen appears, confirm the message. We would appreciate it if you would take part in this program regarding the use of Canon printers.** If you can agree, click Agree.
11. **When the Installation completed successfully screen appears, click Exit.**
   - **Note** If Installation is displayed, make sure that the Restart the system now (recommended) check box is selected, then click Restart.
    - **Note** If straight lines are misaligned or print quality is not satisfactory after installing the MP Drivers, you may need to align the Print Head. Refer to “Aligning the Print Head” in the Quick Start Guide.
12. **Software installation is now complete.**

### Macintosh® Software Installation

1. **When the User Registration screen appears, click Next.**
   - **Note** To register later, click Cancel and go to Step 6. After software installation is complete, double-click the Setup icon on the desktop.
2. **Follow on-screen instructions to register your product.** You will need your product serial number, which is located on the inside of the machine. See Step 1. on the front page.
3. **When the Installation completed successfully screen appears, click Restart.**
4. **Connect one end of the USB cable to the computer and the other to the machine.**
   - **Note** Make sure the machine is turned on.
5. **When the User Account Control screen appears, enter your administrator name and password.** Click OK. If you do not know your administrator name or password, click ? then follow the on-screen instructions.
6. **When the main menu appears, click Easy Install.** The MP Drivers, On-screen Manuals, and application software are installed automatically.
7. **When the PIXMA Error screen appears, exit without saving your changes.**
8. **When a message indicating that the drivers are ready to be installed appears, click Install MP Drivers.**
   - **Note** If the CD-ROM folder does not open automatically, double-click the CD-ROM icon on the desktop.
   - **Double-click the Setup icon.**
9. **When the Authenticate screen appears, enter your administrator name and password.** Click OK. If you do not know your administrator name or password, click ? then follow the on-screen instructions.
10. **When the main menu appears, click Easy Install.** The MP Drivers, On-screen Manuals, and application software are installed automatically.
11. **When the PIXMA Error screen appears, exit without saving your changes.**
12. **When the Setup Complete screen appears, click Next.**

### Software installation is now complete.