

# Canon

## imageRUNNER 2422L/2420L

### Remote UI Guide



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

ENG

# **imageRUNNER 2422L/2420L**

## **Remote UI Guide**



# Manuals for the Machine

The manuals for this machine are divided as follows. Please refer to them for detailed information. Depending on the system configuration and product purchased, some manuals may not be needed.



Guides with this symbol are printed manuals.



Guides with this symbol are PDF manuals included on the accompanying CD-ROM. (See footnote.)

- **Quick Reference for Basic Operations**

**Easy Operation Guide**



- **Setup Instructions**
- **Basic Operations**

**User's Guide**



- **Basic Operations**
- **Troubleshooting**

**Reference Guide**



- **Copying Instructions**

**Copying Guide**



- **Remote User Interface Instructions**

**Remote UI Guide\*  
(This Document)**



- **Network Connectivity and Setup Instructions**

**Network Guide\***



- **Color Network ScanGear Instructions  
(for Windows only)**

**Network ScanGear Guide\***



- **UFR II LT Printer Instructions**

**UFR II Printer Guide**



- **UFR II LT Printer Driver Instructions  
for Windows**

**Windows Printer Driver  
Guide**



- **UFR II LT Printer Driver Instructions  
for Macintosh**

**Mac Printer Driver Guide**



\* The manual is needed only if the optional Network Kit is attached to the machine.



# How This Manual Is Organized

**Chapter 1** Using the Remote UI

**Chapter 2** Functions of the Remote UI

**Chapter 3** Customizing Settings

**Chapter 4** Appendix

Includes the index.

# Contents

---

<b>Preface</b> .....	<b>v</b>
<b>How to Use This Manual</b> .....	<b>v</b>
Symbols Used in This Manual .....	v
Keys and Buttons Used in This Manual .....	v
Displays Used in This Manual .....	vi
Illustrations Used in This Manual .....	vii
Abbreviations Used in This Manual .....	vii
Trademarks .....	viii
<b>Legal Notices</b> .....	<b>ix</b>
Copyright .....	ix
Disclaimers .....	ix

## Chapter 1 Using the Remote UI

---

<b>Overview of the Remote UI</b> .....	<b>1-2</b>
<b>System Requirements</b> .....	<b>1-6</b>
<b>Before You Start Using the Remote UI</b> .....	<b>1-7</b>
<b>Starting the Remote UI</b> .....	<b>1-9</b>

## Chapter 2 Functions of the Remote UI

---

<b>Device Status and Information Display</b> .....	<b>2-2</b>
<b>Job Management</b> .....	<b>2-4</b>
Managing Print Jobs .....	2-4
Viewing the Print Log .....	2-6

## Chapter 3 Customizing Settings

---

<b>Customizing System Settings</b> .....	<b>3-2</b>
Customizing System Information .....	3-2
<b>Managing Department and User IDs</b> .....	<b>3-8</b>
<b>Device Custom Settings</b> .....	<b>3-14</b>

## Chapter 4 Appendix

---

<b>Glossary</b> .....	<b>4-2</b>
<b>Index</b> .....	<b>4-5</b>

# Preface

Thank you for purchasing the Canon imageRUNNER 2422L/2420L. Please read this manual thoroughly before operating the machine to familiarize yourself with its capabilities, and to make the most of its many functions. After reading this manual, store it in a safe place for future reference.

## How to Use This Manual

### Symbols Used in This Manual

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



**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.

### Keys and Buttons Used in This Manual

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

- Control Panel keys

Control Panel Keys	Example
[Key icon]	[▼]
Key icon + (Key Name)	 (Additional Functions)
[Key Name]	[OK]

- Buttons on Computer Operation Screens


UI Type	Example
[Button Name]	[OK]
[UI Name] + menu, icon, etc.	[Start] menu, [CD-ROM] icon, etc.

## Displays Used in This Manual

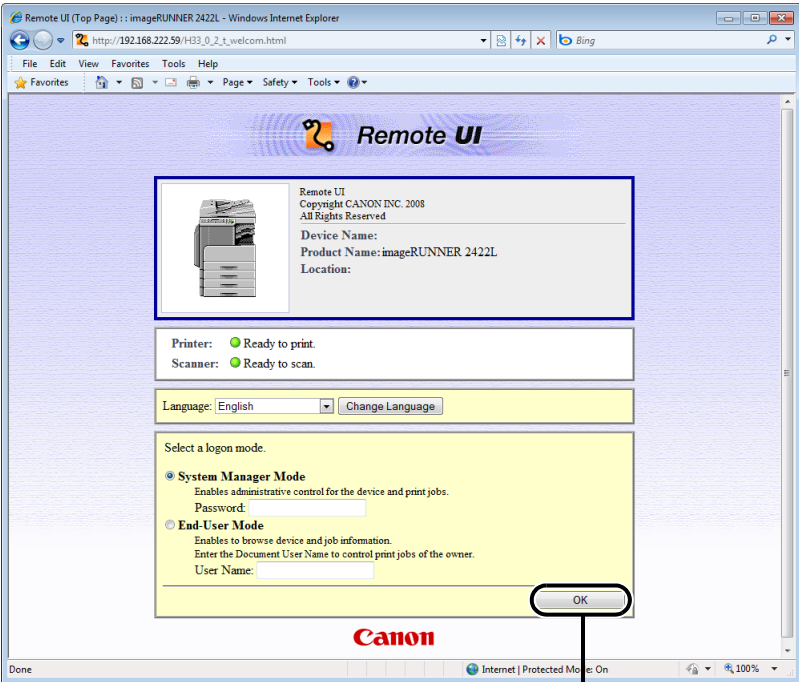
Unless otherwise noted, the screen shots used in this manual show the imageRUNNER 2422L with the optional Feeder (DADF-P2), Finisher-U2, Additional Finisher Tray-C1, Cassette Feeding Module-S1, and Cassette Feeding Module-T1 attached.

Functions that are unavailable due to a particular combination of accessories and optional equipment are not displayed on the web browser. Therefore, screen shots of computer operation screens used in this manual may differ from the ones you actually see, depending on the model or options that come with your machine.

The IP addresses shown in the screen shots and text in this manual are for illustrative purposes only.

The buttons and other objects that are related to operations during the procedure are marked with a , as shown in the example below.

**1** Click [OK].

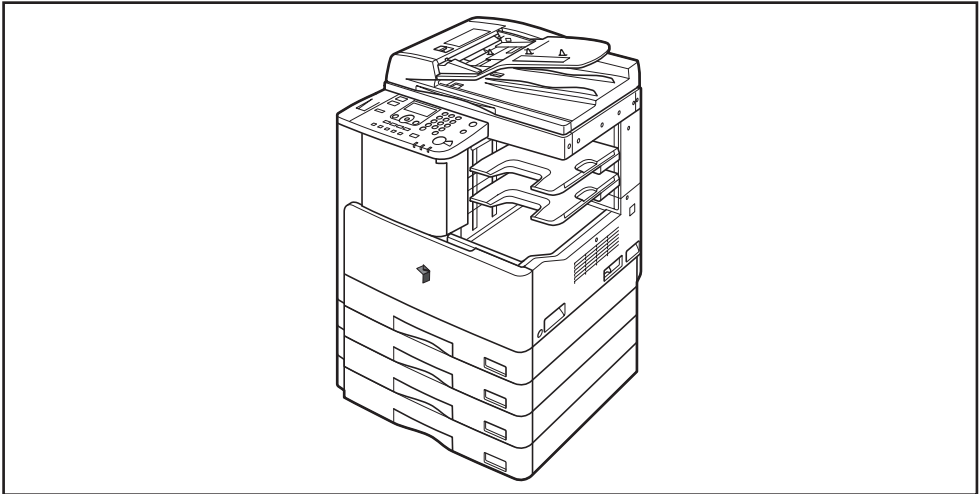


The screenshot displays the Remote UI web interface for a Canon imageRUNNER 2422L. The browser window title is "Remote UI (Top Page) :: imageRUNNER 2422L - Windows Internet Explorer". The address bar shows "http://192.168.222.59/h33\_0\_2\_1\_welcom.html". The interface includes a "Remote UI" logo, a printer icon, and the following text: "Remote UI Copyright CANON INC. 2008 All Rights Reserved", "Device Name:", "Product Name: imageRUNNER 2422L", and "Location:". Below this, it shows "Printer:  Ready to print." and "Scanner:  Ready to scan.". There is a "Language: English" dropdown menu and a "Change Language" button. Under "Select a logon mode.", there are two radio buttons: "System Manager Mode" (selected) and "End-User Mode". The "System Manager Mode" section includes a "Password:" field. The "End-User Mode" section includes a "User Name:" field. An "OK" button is highlighted with a rounded rectangle and a callout line pointing to it.

Click this button for operation.

## Illustrations Used in This Manual

The machine illustrations used in this manual are those of the imageRUNNER 2420L with the following optional equipment attached: Feeder (DADF-P2), Finisher-U2, Additional Finisher Tray-C1, Cassette Feeding Module-S1, and Cassette Feeding Module-T1.



## Abbreviations Used in This Manual

In this manual, product names are abbreviated as follows:

Microsoft Windows 2000 operating system:	Windows 2000
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 R2 operating system:	Windows Server 2008 R2
Microsoft Windows operating system:	Windows

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# Using the Remote UI

# 1

## CHAPTER

This chapter describes the features of the Remote UI, and how to start it.

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Overview of the Remote UI .....	1-2
System Requirements .....	1-6
Before You Start Using the Remote UI .....	1-7
Starting the Remote UI .....	1-9

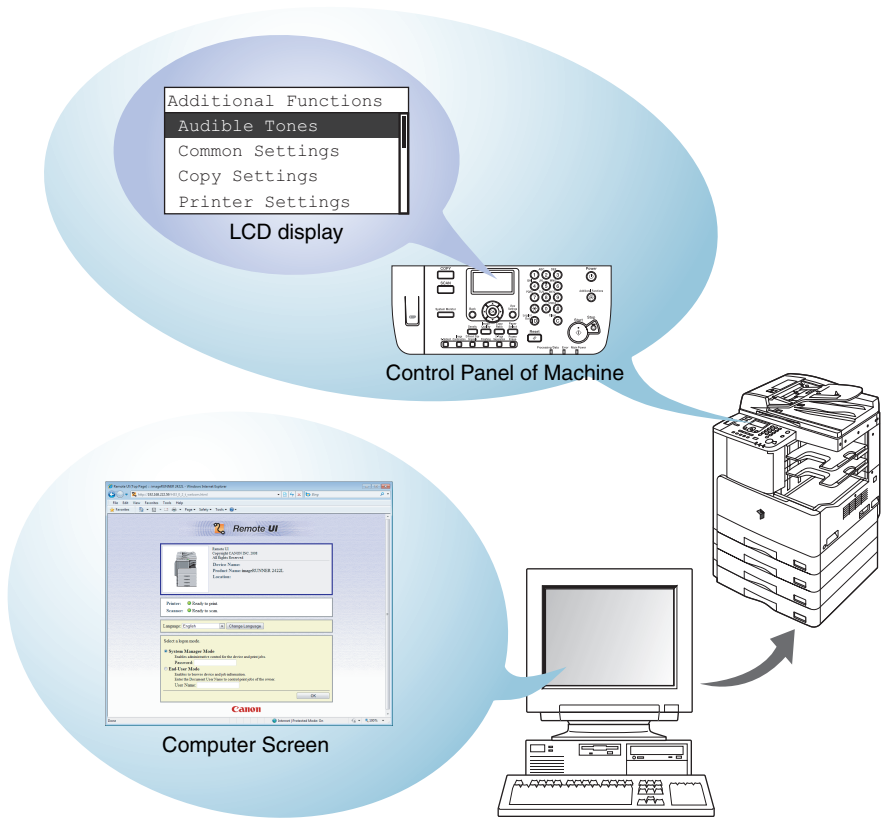
# Overview of the Remote UI

1

Using the Remote UI

The Remote UI software enables you to access and manage a machine connected to a network using a web browser.

The machine is supplied with pre-installed web server software that enables you to use the Remote UI. This means that you do not need to have any special software, other than a web browser installed on your computer. You can use the Remote UI by specifying the address of the machine in your web browser. From the Remote UI, you can manage and control the machine.



You can operate the machine both with the control panel and from the Remote UI.

 NOTE

Before using the Remote UI, make sure that <Use HTTP> in <TCP/IP Settings> in <Network Settings> located in the <System Settings> is set to 'On', and <Remote UI On/Off> is set to 'On' in the <System Settings> menu.

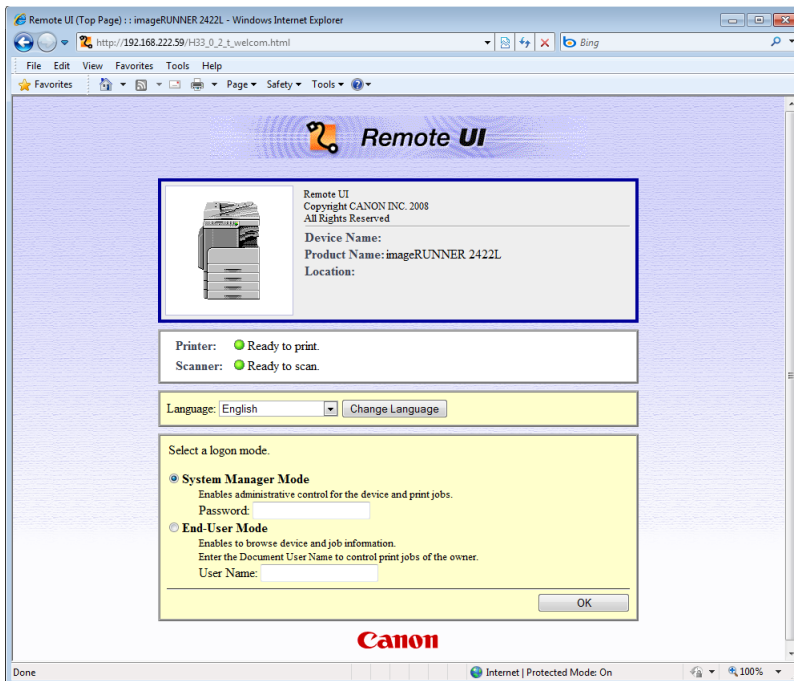
**■ Checking the Device Status from a network computer**

The Remote UI enables you to access the machine via a network, enabling you to display the current status for the machine, and the status of all information and job processing. You can manage the machine from a personal computer connected to the network, without having to perform operations on the machine itself.

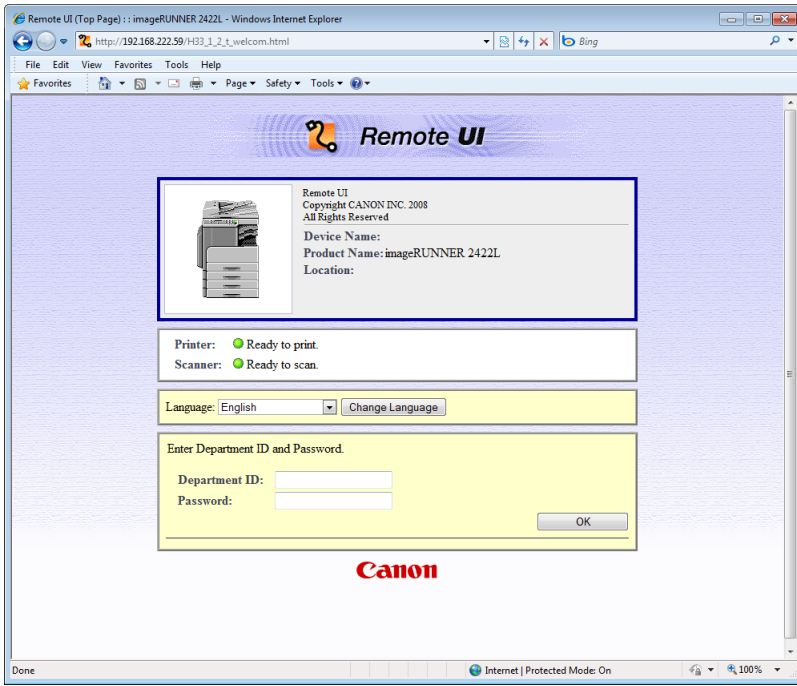
When you specify the IP address of the machine with your web browser, the Remote UI top page appears as follows:

 NOTE

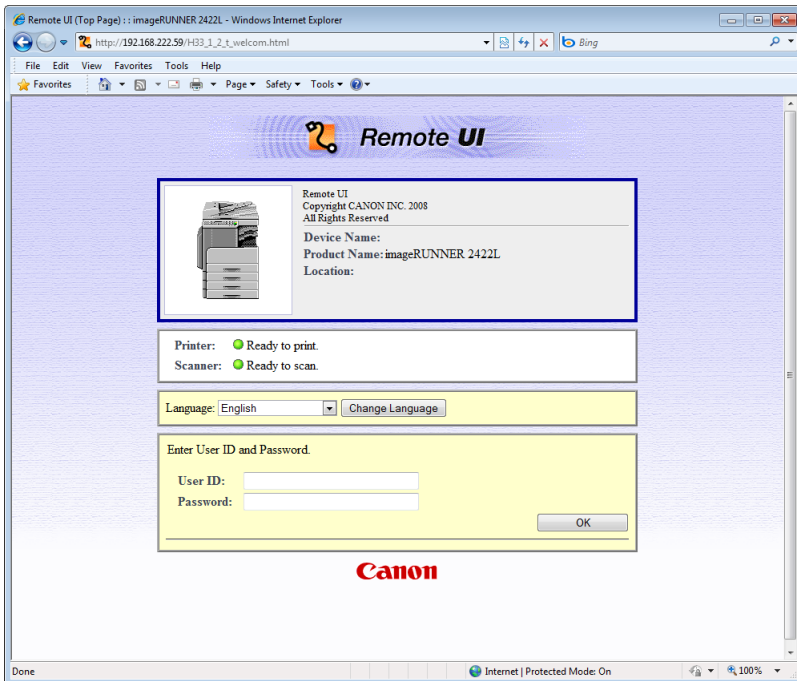
The top page changes depending on the setting of Management mode. For instructions on setting the Management modes, see Chapter 4, "System Manager Settings," in the *Reference Guide*.

**● When Department ID Management and User ID Management are set to 'Off':**

● When Department ID Management is set to 'On':



● When User ID Management is set to 'On':



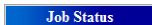
After you have logged on to the Remote UI, the [Device Status] page is displayed. In the left frame of this page, the following buttons to access other pages of the Remote UI are displayed.



Takes you to the Remote UI top page.  
Displays the current status of the machine, and the log on form for selecting the mode to use.



Displays the current status and information about the optional equipment that is attached to the machine, network settings and counter.



Displays the current status of print jobs and the print log.



Enables you to specify or change various system settings on the machine.



This displays the online help for the Remote UI. Use this button to access detailed information about the Remote UI.



Takes you back to the top of a current page.

### ■ Set and control the device from a computer

The Remote UI enables you to delete jobs, and view print jobs stored in the machine, and to change various settings. If you log on using the System Manager Mode, you can configure settings and control the machine from a computer without using the Control Panel on the machine.

# System Requirements

---

1

Using the Remote UI

The Remote UI has been confirmed to work in the following system environments.

## ■ Windows

- OS (Operating Systems)
  - Windows 2000
  - Windows XP
  - Windows Vista
  - Windows 7
  - Windows Server 2003
  - Windows Server 2008 R2
- Web Browser
  - Microsoft Internet Explorer 5.01 SP4 or later

## ■ Macintosh

- OS (Operating System)
  - Mac OS X 10.3 or later, except Classic Environment
- Web Browser
  - Safari 1.3.2 or later

### NOTE

Apart from the software listed above, no other software, such as a web server, is necessary. (There is already a web server inside the machine.)

# Before You Start Using the Remote UI

Before you start using the Remote UI, you must verify the IP address from the machine.

## ■ Network Settings on the Machine

Select <TCP/IP Settings> in <Network Settings> located in the <System Settings> from the Additional Functions menu, and verify the IP address of the machine.

If you do not know the IP address, consult your network administrator. (See the *Network Guide*.)

## IMPORTANT

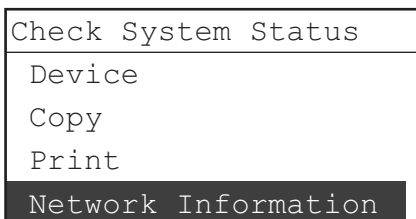
- Connection via a proxy server is not possible. If your system environment has a proxy server, perform the following settings. (Settings vary according to the system environment, so please consult your network administrator.)
  - Enter the machine IP address into Exceptions in the web browser proxy server settings.
- Set your web browser to enable all cookies.
- If multiple Remote UIs logged on using the System Manager Mode are running simultaneously, the latest setting is enabled. It is recommended that only one Remote UI be logged on in the System Manager Mode.
- To enter characters from a web browser, use the characters that you can enter from the touch panel display of the machine. If you use the other characters, they may not be displayed/recognized properly on the machine.

## 1 Press [System Monitor].

If the System Manager ID and System Password have already been set, enter the System Manager ID and System Password using ① - ⑨ (numeric keys) → press ⑩ (ID).

The Check System Status menu appears.

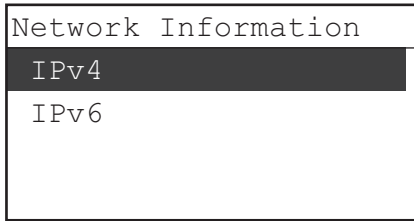
## 2



Use [▼] or [▲] to select <Network Information> → press [OK].

The Network Information menu appears.

3

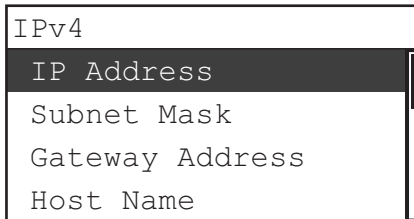


Use [▼] or [▲] to select <IPv4> or <IPv6> → press [OK].

The IPv4 or IPv6 menu appears depending on your selection.

#### 4 Check the settings of IPv4 or IPv6.

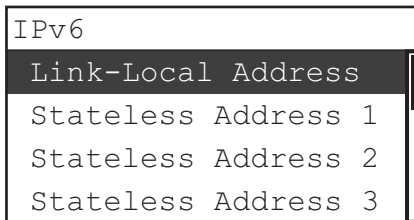
- If the machine is connected to an IPv4 network:



- Use [▼] or [▲] to select <IP Address>, <Subnet Mask>, or <Gateway Address> → press [OK].

Repeat this step for each item to check their settings.

- If the machine is connected to an IPv6 network:



- Use [▼] or [▲] to select <Link-Local Address>, <Stateless Address>, <Stateful Address>, or <Default Router Addr.> → press [OK].

Repeat this step for each item to check their settings.

#### NOTE

For further information on IPv4 and IPv6 settings, see Chapter 2, “Connecting the Machine to a TCP/IP Network,” in the *Network Guide*.

#### 5 Press [Stop] to return to the Standby display.

# Starting the Remote UI

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To start the Remote UI, follow the procedure below.

 **NOTE**

- If you do not know the appropriate URL for the machine, consult your network administrator.
- When you log on the System Manager Mode:
  - System Manager ID and password are necessary when in the Department ID Management mode.
  - Nothing has to be entered if System Manager ID and password have not been registered.

## 1 Start your web browser.

- When Department ID Management and User ID Management are set to 'Off':

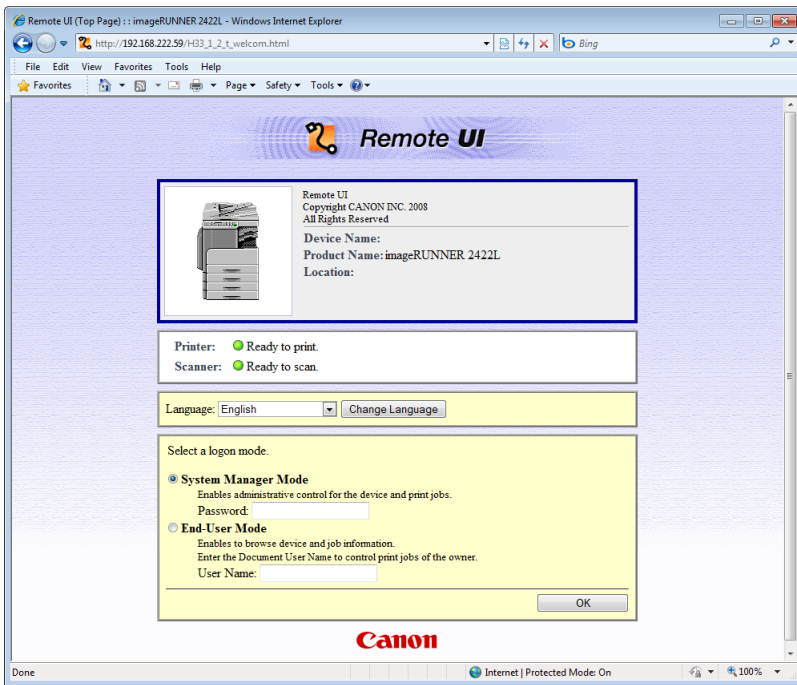
Enter the URL into [Address] or [Location] field.

`http://<the IP address of the device>/`

### NOTE

The IP addresses shown on the screen shots in this manual are for illustrative purposes only. Ask your system administrator for the IP address of your machine.

The Remote UI page is displayed.



### NOTE

If the page is not shown correctly, check the following settings:

- Cache settings on your web browser
- HTTP port number (default is '80')

- Select the log on mode.

[System Manager Mode]: Select the radio button and enter the Password.

[End-User Mode]: Select the radio button and enter the User Name.

- Enter Password or User Name.



#### NOTE

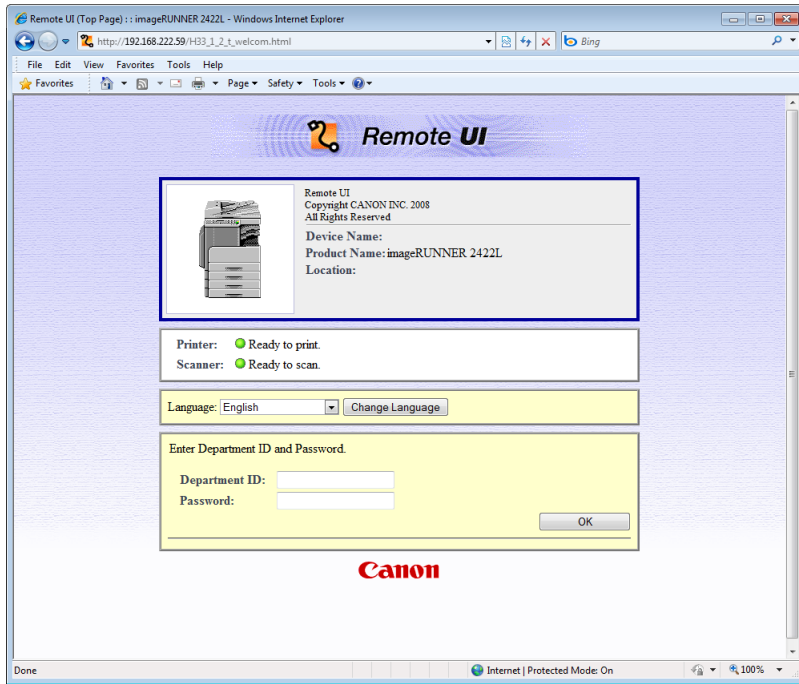
- Nothing has to be entered if System Manager ID and password have not been registered.
- To specify the password:
  - Click [Add.Func.] → [System Settings].
  - Click [Edit] on the right side.
  - Click [Register ID and Password] on the right side.
  - Select [Set ID and Password] check box.
  - Select [Set Password] check box.
  - Enter Password for [System Manager Password] and [Confirm].
  - Click [OK].
  - You can enter a password up to 7 numeric characters maximum.  
(See “To set the System Manager ID and password;” on p. 3-6.)
- You can change the password only when you are in the System Manager Mode.

**● When Department ID Management is set to 'On':**

- Enter the URL into [Address] or [Location] field.

http://<the IP address of the device>/

The Remote UI page is displayed.



- Enter Department ID and Password.

 **NOTE**

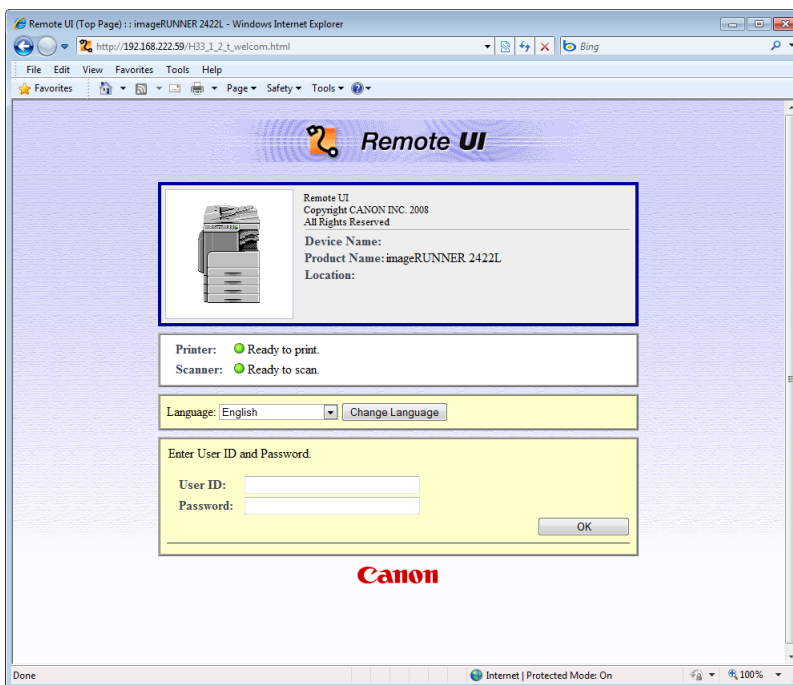
- To specify the password:
  - Click [Add.Func.] → [Department ID/User Management].
  - Click [Settings] on the right side.
  - Click [Department ID Management Settings].
  - Enter ID for [Department ID].
  - Select [Set Password] check box.
  - Enter password for [Password] and [Confirm].
  - Click [OK].
- You can enter a password up to 7 numeric characters maximum.  
(See “Managing Department and User IDs,” on p. 3-8.)
- You can change the password only when you are in the System Manager Mode.
- When you want to use Remote UI in the System Manager Mode, register System Manager ID and Password before setting [Department ID Management] to 'on'. (See “To set the System Manager ID and password;” on p. 3-6.)

## ● When User ID Management is set to 'On':

- ❑ Enter the URL into [Address] or [Location] field.

http://<the IP address of the device>/

The Remote UI page is displayed.



- ❑ Enter User ID and Password.

### NOTE

- To specify the password:  
Click [Add.Func.] → [Department ID/User Management].  
Click [Settings] on the right side.  
Click [User Management Settings].  
Enter ID for [User ID].  
Select [Set Password] check box.  
Enter password for [Password] and [Confirm].  
Click [OK].  
You can set a password 32 characters maximum. Passwords are case-sensitive.  
(See “Managing Department and User IDs,” on p. 3-8.)
- You can change the password only when you are in the System Manager Mode.
- We recommend that you register a user as the System Manager first, and then, register users as End Users.

## 2 Click [OK].



# Functions of the Remote UI

# 2

## CHAPTER

This chapter describes the various functions of the Remote UI, along with brief descriptions of how to use the functions.

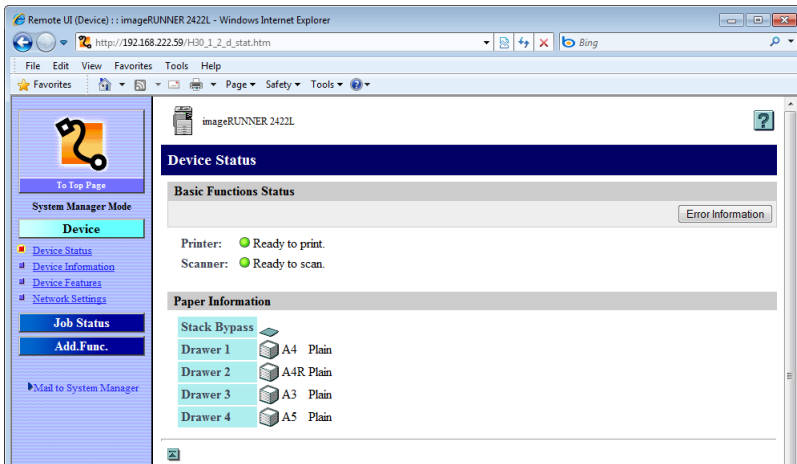
---

Device Status and Information Display .....	2-2
Job Management .....	2-4
Managing Print Jobs .....	2-4
Viewing the Print Log .....	2-6

# Device Status and Information Display

Using the Remote UI, you can view the current status of the machine, information on the paper loaded in the paper sources, and other information on the machine. You can also view the network settings.

- 1 Click [Device] → click the item you want to display from the menu that appears under [Device].



[Device Status]: Displays the availability of paper in each paper source, and any error messages. To check the details of the error, click [Error Information].

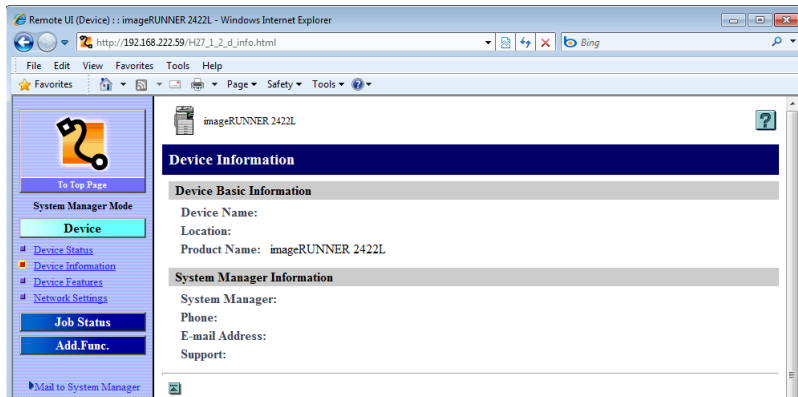
[Device Information]: Displays information related to the machine, such as the system manager's information and the location where the machine is installed.

[Device Features]: Displays the maximum print speed, the total RAM size or the remaining capacity of RAM, and the number of the drawers that are attached to the machine.

[Network Settings]: Displays information about the machine's network settings.

The information is displayed for the selected item.

(Example) When [Device Information] is selected:



# Job Management

The Remote UI enables you to manage print jobs and view print log. The [Job Status] page includes the following section:

- Print Job
  - Status
  - Log



## NOTE

The job management operations available using the Remote UI are the same as those available from the control panel of the machine. For instructions on using the control panel to manage the job, see Chapter 2, “Basic Operations,” in the *Reference Guide*.

## Managing Print Jobs

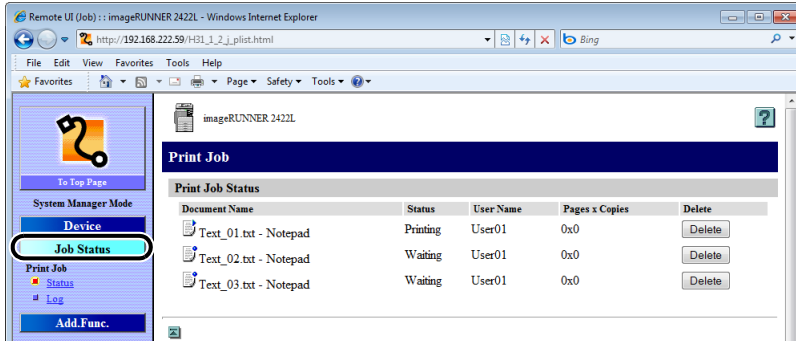
You can use the Remote UI to manage print jobs that are being processed by the machine, or are held in the print queue.



## NOTE

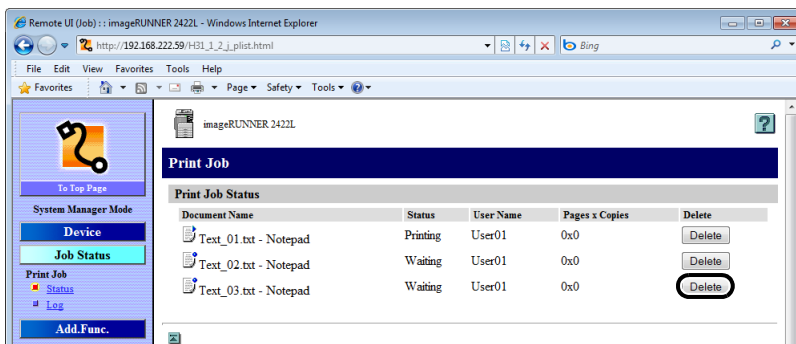
- If you enter the user name, logging on as the End-User Mode, you can delete the print jobs of your own\*.
  - \* Only available when the “Permit End-User’s Job Operation” is enabled. See the note below.
- To enable “Permit End-User’s Job Operation”:
  - Log on the Remote UI as the System Manager.
  - Click [System Settings] under the [Add.Func.] menu.
  - Click [Edit].
  - Click [Register ID and Password].
  - Select [Permit End-User’s Job Operation].

## 1 Click [Job Status].



A list of print jobs being processed by the machine is displayed.

## 2 To delete a print job, click the [Delete] button.



The job is deleted.

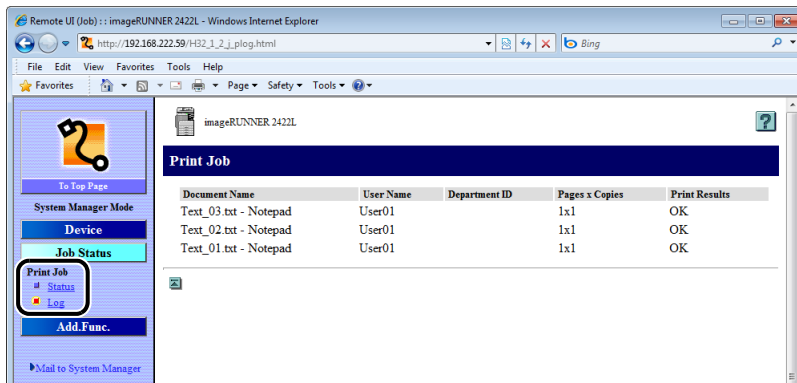
### NOTE

You cannot recover the job once it is deleted.

## Viewing the Print Log

The Remote UI enables you to view the log of the print jobs.

- 1 Click [Job Status] → select [Log] from the menu that appears under [Print Job].



### NOTE

Print Log page is enabled only when the [Job Log Display] in the [Edit System Settings] page is set to 'On' (See "Customizing System Information," on p. 3-2.)

# Customizing Settings

# 3

## CHAPTER

This chapter describes the various functions for customizing machine settings via the Remote UI. The system manager for the machine is the only user authorized to make these settings if Department ID Management has been enabled.

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Customizing System Settings . . . . .	3-2
Customizing System Information . . . . .	3-2
Managing Department and User IDs . . . . .	3-8
Device Custom Settings . . . . .	3-14

# Customizing System Settings

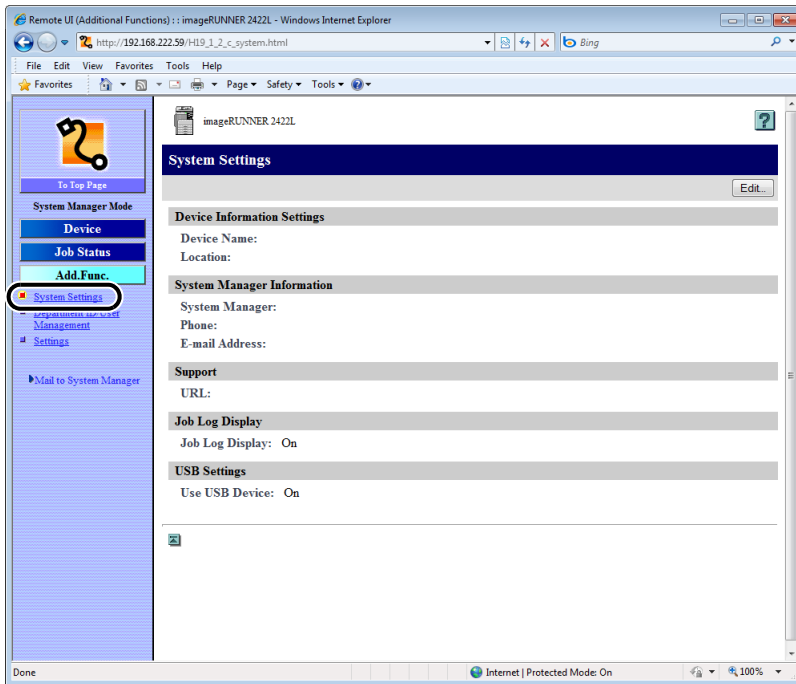
## Customizing System Information

The Remote UI enables you to specify the machine's system settings.

 NOTE

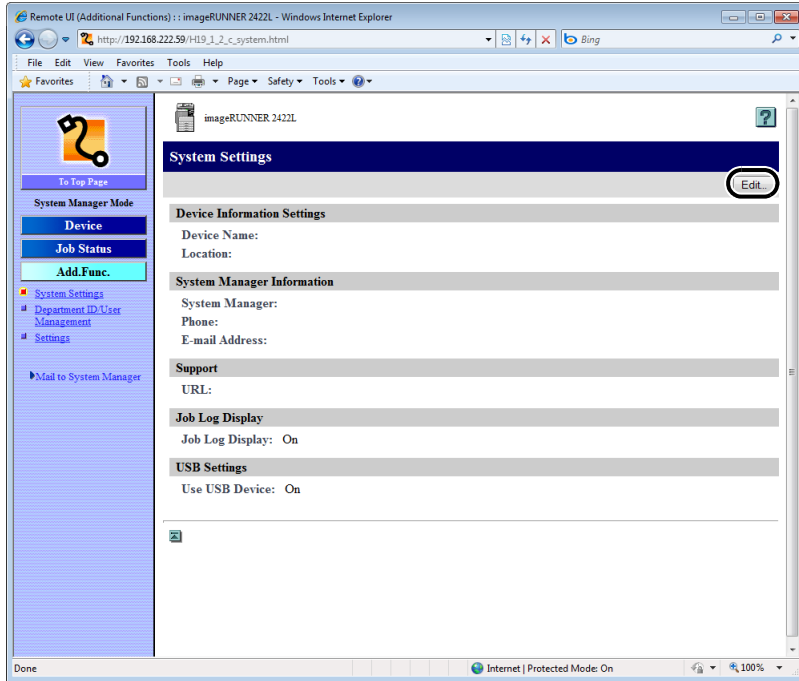
- You can edit the System Settings only when you are in the System Manager Mode.
- Making the same System Settings are available both from a computer via the Remote UI and with the Control Panel of the machine.
- You can access the System Settings from the Control Panel of the machine by pressing  (Additional Functions) → <System Settings>. For more information on System Settings, see Chapter 4, “System Manager Settings,” in the *Reference Guide*.
- The maximum number of digits you can store for the Department ID is seven. If you enter fewer than seven digits for either setting, the machine stores them with leading zeros.
  - Example: If <321> is entered, <0000321> is stored.

- 1 Click [Add.Func.] → select [System Settings] from the menu that appears under [Add.Func.].



The current System Settings are displayed.

## 2 Click [Edit].

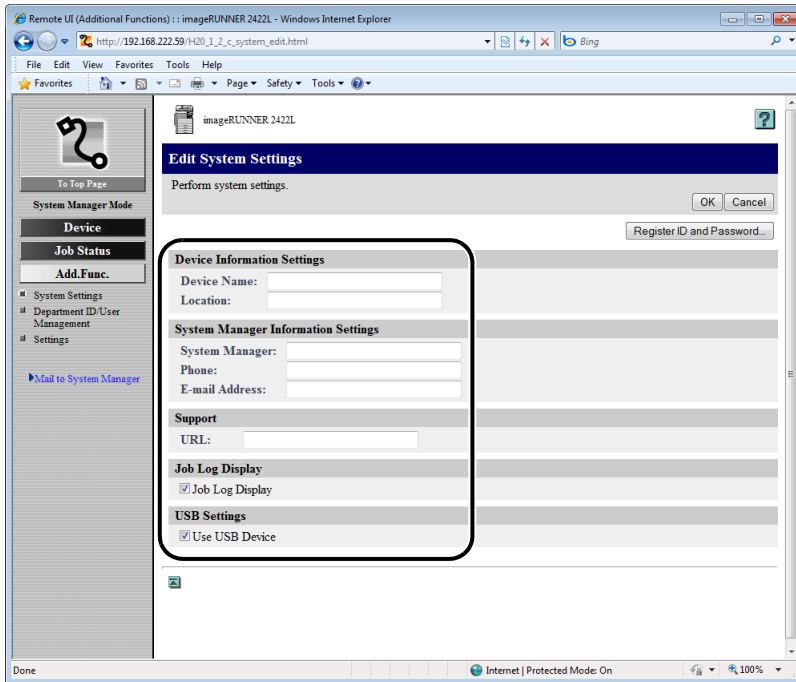


The Edit System Settings page is displayed.

### ● To set the System Settings:

#### NOTE

While you are in the [Edit] menu, the side menu on the left is grayed out and the menu icons become unclickable.



❑ Enter the necessary information.

Device Information Settings:

Device Name: Enter a name for the machine (32 characters maximum).

Location: Enter the location where the machine is installed (32 characters maximum).

System Manager Information Settings:

System Manager: Enter the name of the System Manager (32 characters maximum).

Phone: Enter the contact information of the System Manager (32 characters maximum).

E-mail Address: Enter the e-mail address of the System Manager (64 characters maximum).

Support:

URL: Specify the URL for support. You may need a connection to the Internet to access some of this additional information (128 characters maximum).

Job Log Display:

Job Log Display: If you want to display the job log information, select this check box.

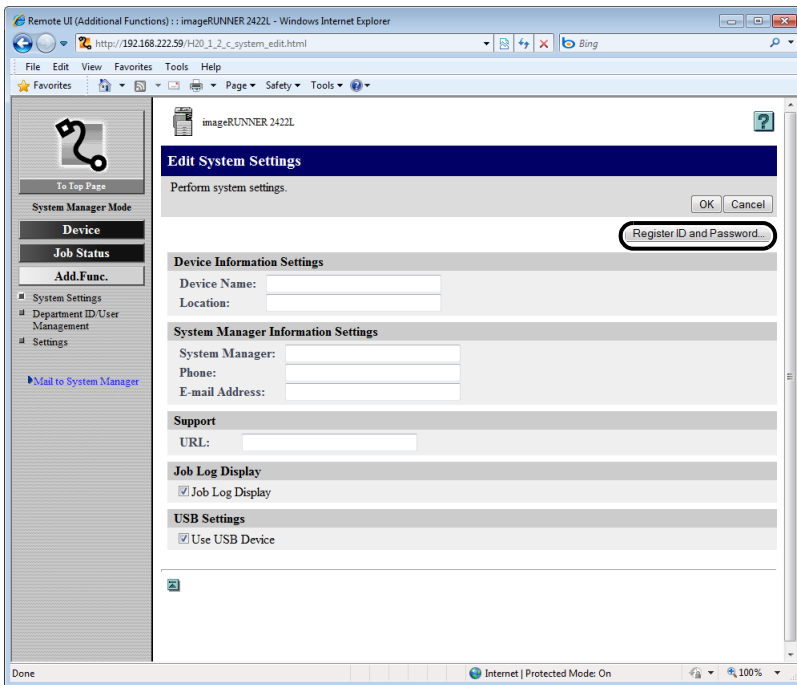
USB Settings:

Use USB Device: If you want to use a USB device connected to the machine, select this check box.

- After you have entered the necessary information, click [OK].  
By clicking [OK], the setting values you entered or changed are set.

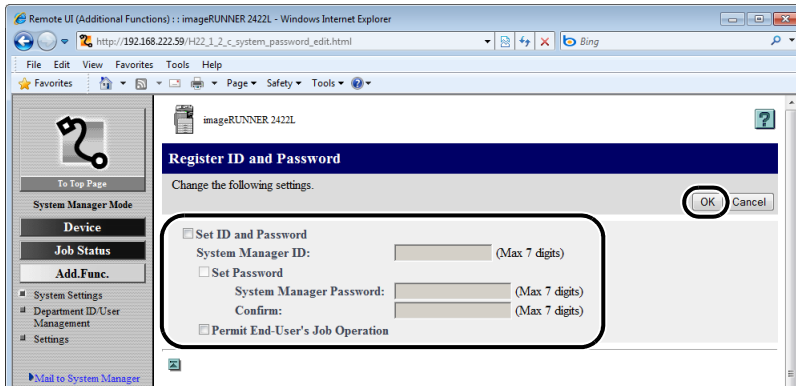
● **To set the System Manager ID and password:**

- Click [Register ID and Password].



The Register ID and Password page is displayed.

- Specify the necessary fields → click [OK].



The following describes the details of each item.

- |                                  |  |
|----------------------------------|--|
| Set ID and Password:             | Select this check box to set the System Manager ID and password.   |
| System Manager ID:               | Set the new System Manager ID (seven digits maximum). System Manager ID is appeared, when Department ID Management is 'on'. (See "Managing Department and User IDs," on p. 3-8.) |
| Set Password:                    | Select this check box to set the System Manager password.  |
| System Manager Password:         | Set the new System Manager password (seven digits maximum).  |
| Confirm:                         | Enter the new password again. If the number you enter here is different from the number you enter for [System Manager Password], an error dialog box appears.                    |
| Permit End-User's Job Operation: | When this check box is selected, print jobs can be deleted in the End-User Mode under the user name entered when logging on.   |

- After you have entered the necessary information, click [OK].

By clicking [OK], the setting values you entered or changed are set.

# Managing Department and User IDs

The Remote UI enables you to manage Department and User IDs when you log on to the Remote UI in the System Manager Mode.

The following procedure shows how to specify Department ID Management settings from the Remote UI.


## 3

### Customizing Settings

#### IMPORTANT

- When you use Department ID Management, you need to set both the System Manager ID and password to restrict access to the <System Settings> menu from the control panel of the machine, or by using the Remote UI. If you do not, all users will be considered the System Manager, and anyone can access the <System Settings> menu from the control panel of the machine, or can use the Remote UI without restriction. (See “Customizing System Information,” on p. 3-2.)
- When you use User ID Management, you need to register a user ID as the System Manager who has the privileges to restrict access by other users to the <System Settings> menu from the control panel of the machine, or by using the Remote UI. If you do not, all users will be considered as the System Managers, and anyone can access the <System Settings> menu from the control panel of the machine, or can use the Remote UI without restriction.
- If you are using both Department ID Management and User ID Management, be sure to assign every user to any of the departments. If you do not, the user cannot log on to the machine.

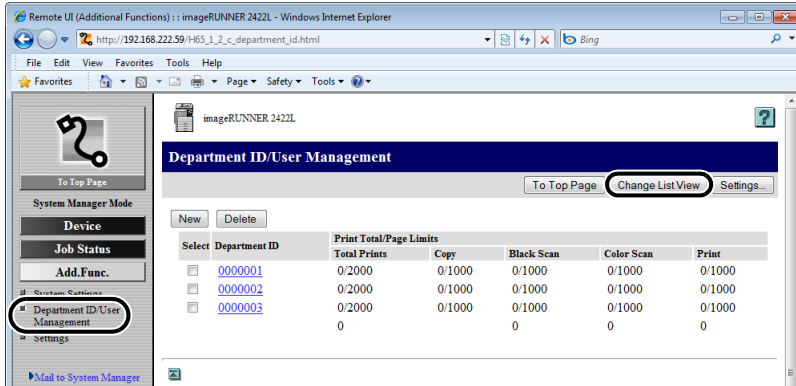
#### NOTE

- The same Department ID Management Settings are available both from a computer via the Remote UI and with the Control Panel of the machine.
- You can access the Department ID Management Settings from the Control Panel of the machine by pressing  (Additional Functions) → <System Settings> → <Dept. ID Management>. For more information on Department ID Management, see Chapter 4, “System Manager Settings,” in the *Reference Guide*.
- The User ID information can be managed from the Remote UI only.
- [Department ID/User Management] is displayed only when you are in the System Manager Mode.

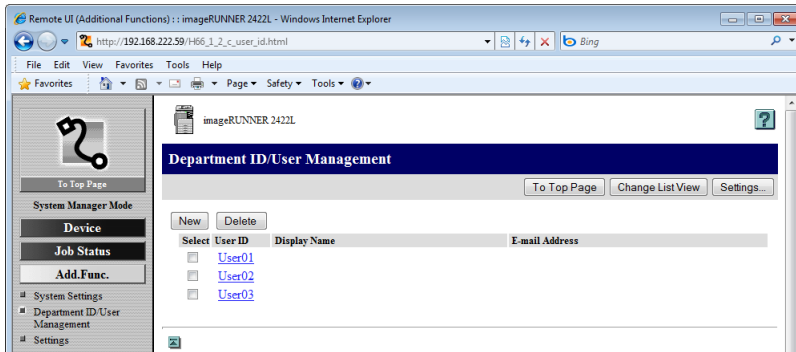
# 1 Click [Add.Func.] → select [Department ID/User Management] from the menu that appears under [Add.Func.].

## NOTE

The list of the Department ID is switched to the list of the User Management by clicking [Change List View].

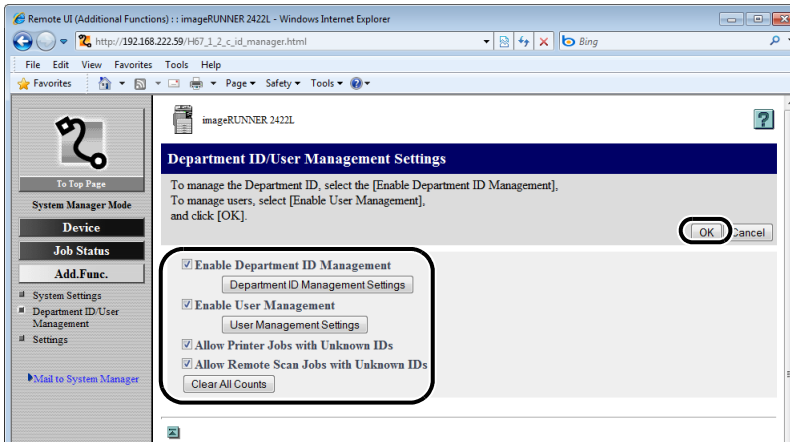


The page above is the list of the Department IDs.



The page above is the list of the User IDs.

## 2 To specify Department ID/User Management settings, click [Settings] → specify the desired settings on the Department ID/ User Management Settings page → click [OK].



The following describes the details of each item.

**Enable Department ID Management:** If this check box is selected, Department ID Management is enabled. When Department ID Management is enabled, the user must enter the Department ID to be able to use functions, such as the Copy function. (This enables you to keep track of the total number of prints by department and set print limits.) In addition, when Department ID Management is enabled, the user must enter the Department ID and password to be able to execute jobs and perform operations on Remote UI.

**Enable User Management:** If this check box is selected, User Management is enabled. When User Management is enabled, the user must enter the User ID to be able to use functions, such as the Copy function. (This enables you to keep track of the total number of prints by User and set impression limits.) In addition, when User Management is enabled, the user must enter the User ID and password to be able to execute jobs and perform operations on Remote UI.

 **NOTE**

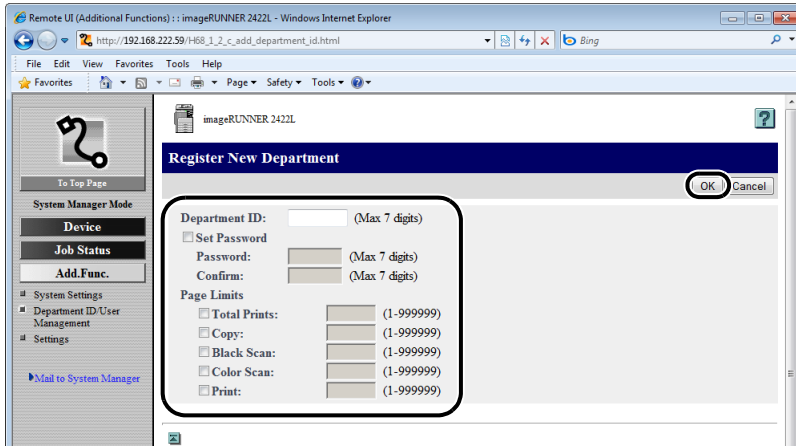
If you enable both Department ID Management and User ID Management, you need to assign a Department ID to each user. A user without a Department ID cannot use the machine.

Allow Printer Jobs with Unknown IDs: Select this check box for the machine to accept the print jobs from unknown IDs.

Allow Remote Scan Jobs with Unknown IDs: Select this check box for the machine to accept the remote scan jobs from unknown IDs.

Clear All Counts: Click this button to reset the counter to zero for all departments.

**3 To register a new department, click [Department ID Management Settings] → specify the necessary fields on the Register New Department page → click [OK].**



You can also display the Register New Department page by clicking [New] in step 1.

The following describes the details of each item.

Department ID: Enter a number (seven digits maximum).

Set Password: Select this check box to set the password.

Password: Enter a number (seven digits maximum).

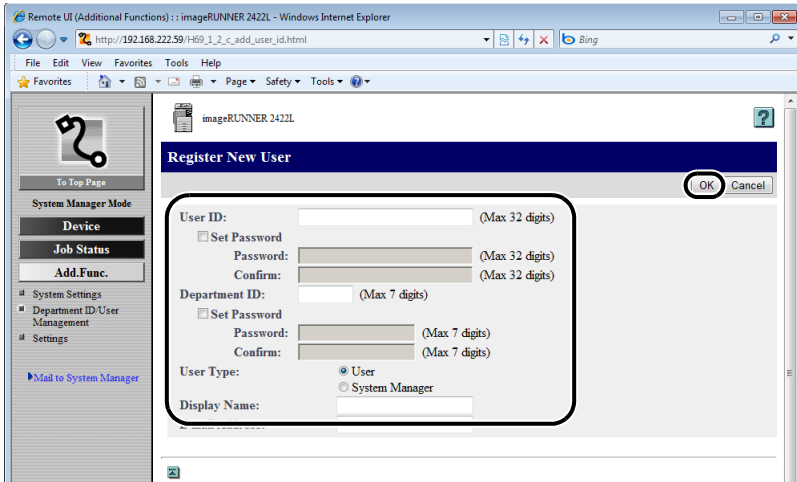
Confirm: Enter the password again. If the number you enter here is different from the number entered for [Password], an error dialog box appears.

Page Limits: Select each check box and enter the maximum number of prints the department is allowed to make.

 NOTE

<Total Prints> is the sum of <Copy> and <Print>.

**4** To register a new User, click [User Management Settings] → specify the necessary fields on the Register New User page → click [OK].

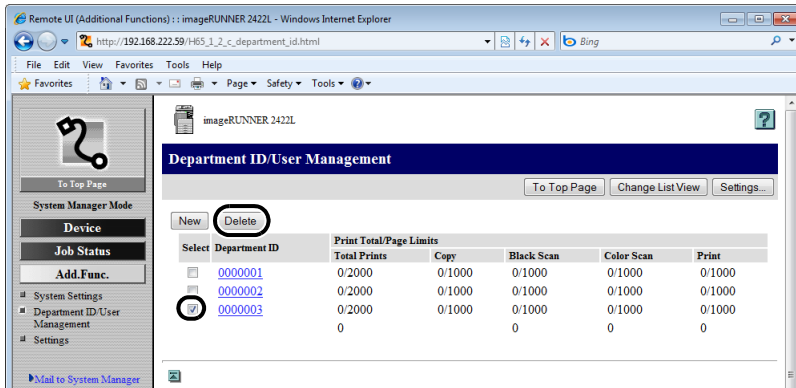


You can also display the Register New User page by clicking [New] in step 1.

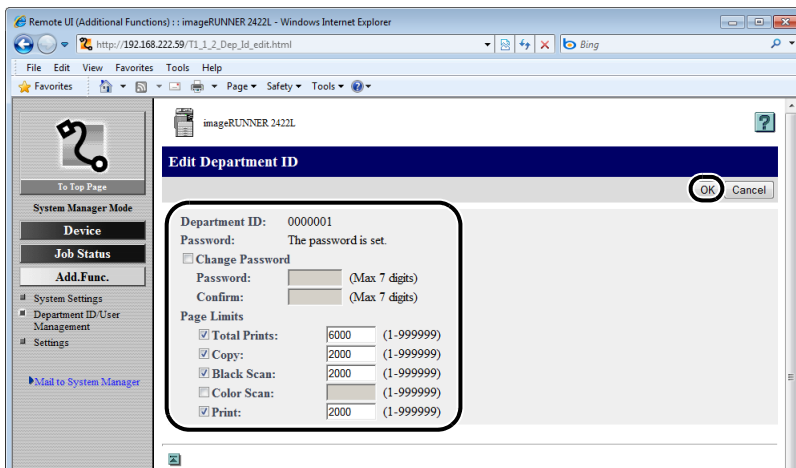
The following describes the details of each item.

- User ID: Enter a User ID (a log-on name) (32 characters maximum).
- Set Password: Select this check box to set a password for the User ID.
- Password: Enter the password (32 characters maximum).
- Confirm: Enter the password again. If the character you enter here is different from the character entered for [Password], an error dialog box appears.
- Department ID: Enter the Department ID number the user belongs to (seven digits maximum). If Department ID Management mode is set, be sure to assign the user to a department. Otherwise, the user cannot log on to the machine.
- Set Password: Select this check box to set a password for the Department ID.
- Password: Enter the password (seven digits maximum).
- Confirm: Enter the password again. If the number you enter here is different from the number entered for [Password], an error dialog box appears.
- User Type: Classify the user in two categories [User] (End-User Mode) or [System Manager] (System Manager Mode).
- Display Name: Enter the user name.
- E-mail Address: Enter the e-mail address of the user.

- 5** To delete a department ID, select the check box for the department that you want to delete → click [Delete].



- 6** To change the password and page limit setting, click the hyperlinked Department ID name → change the necessary fields on the Edit Department ID page → click [OK].





# Device Custom Settings

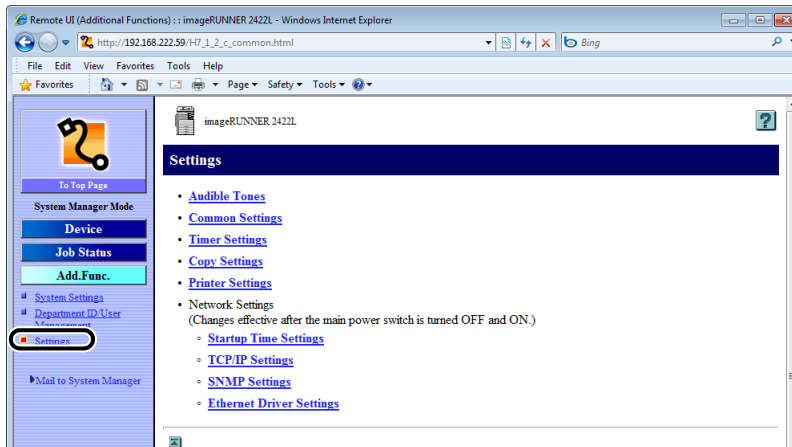
The machine's custom settings can be edited with the Remote UI.

The following procedure shows how to customize the machine's settings from the Remote UI.

## NOTE

- The machine's settings can be changed both from a computer via the Remote UI and from the Control Panel of the machine.
- You can access the Additional Function Setting from the Control Panel of the machine by pressing  (Additional Functions). For more information, see references to other guides.
- For more information on the machine's custom settings, see the other manuals relating to the function that needs to be set.
- Of the settings available by pressing  (Additional Functions) on the machine's Control Panel, the following settings are accessed from other menus within the Remote UI.
  - System Manager Information Settings  
Specify settings by clicking [Add.Func.] → [System Settings] → [Edit]. (See "Customizing System Settings," on p. 3-2.)
  - Department ID Management  
Specify settings by clicking [Add.Func.] → [Department ID/User Management]. (See "Managing Department and User IDs," on p. 3-8.)

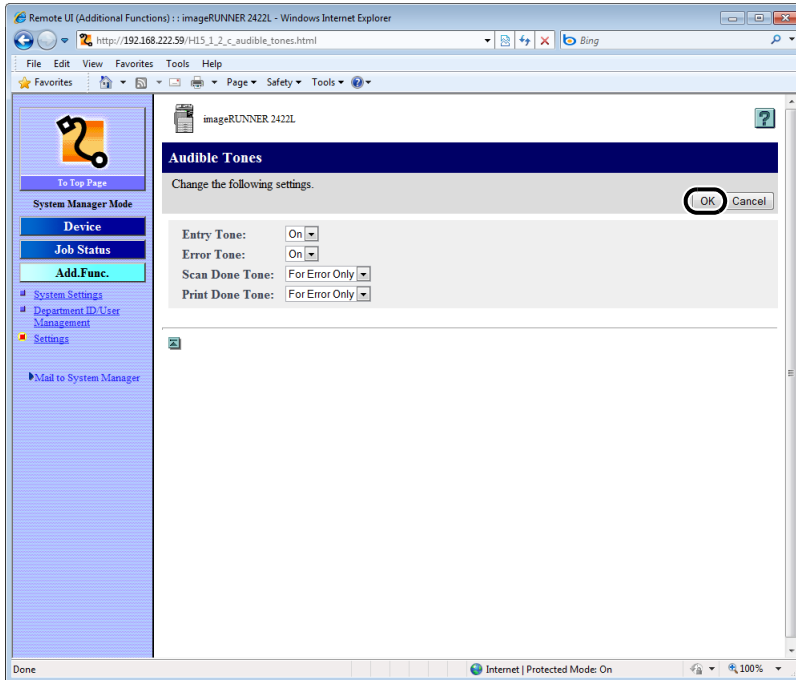
## 1 Click [Add.Func.] → select [Settings] from the menu that appears under [Add.Func.].



## 2 Click the setting item that you want to specify.

A settings page for the selected item is displayed.

## 3 Specify all the necessary fields → click [OK].



The above screen shot shows [Audible Tones].

### NOTE

For more information on each setting, see other manuals relating to the function that needs to be set.



# Appendix

# 4

**CHAPTER**

---

Glossary .....	4-2
Index .....	4-5

# Glossary

---

## B

### bps

Stands for bits per second. The measure of transmission speed used in relationship to networks and communication lines.

## C

### Cookie

A file left on a user's computer when the user visits a Web site. A cookie allows the Web site to recognize the user on subsequent visits. Cookies are generally used to enable a user to automatically sign on to certain Web sites and to customize the features offered by such sites.

## H

### HTTP

Hypertext Transfer Protocol. The client-server TCP/IP protocol used on the World Wide Web for the transfer of HTML (Hyper Text Mark-up Language) documents across the Internet.

## I

### Internet Protocol (IP)

The underlying set of networking rules that describes how data is transmitted across the Internet. Internet Protocol enables data from one computer to be split into packets, and sent to another computer with a specific IP address.

### IP address

Internet Protocol address. A network address used by IP (Internet Protocol) to specify a computer or device on the Internet. Currently, two versions of IP are in use: IPv4 and IPv6.

### IPv4

Internet Protocol version 4. An IPv4 address is a 32-bit numeric address, usually written as four numbers delimited by periods. For example, '128.121.4.5'.

## IPv6

Internet Protocol version 6. An IPv6 address is 128-bit long and consists of eight groups of four hexadecimal digits delimited by colons. For example, '2002:0db6:58b1:02c3:3308:7a2e:6309:2665'. In an IPv6 network, a computer or device can use multiple addresses, as represented by link local address, stateless address, etc.

## L

### Log on

Entering a Department or User ID and password as a means of user authentication to start a computer session or access to a service.

## P

### PDF

Portable Document Format. The page description language used in Adobe Systems' Acrobat document exchange system, which is restricted neither by device nor resolution. PDF displays documents in a way that is independent of the original application software, hardware, and operating system used to create those documents. A PDF document can contain any combination of text, graphics, and images.

### Protocol

A set of rules that govern the transmission of data across a network. Examples of protocols are DHCP, BOOTP, RARP, and TCP/IP.

### Proxy server

A server that provides a cache of files available on remote servers that are slow or expensive to access. The term "proxy server" normally refers to a World Wide Web server that, upon receiving a URL, tries to supply the requested file from its cache. If the proxy server cannot locate the file in its cache, it obtains the file from the remote server, and saves a copy in its cache so that the next request can be obtained locally.

## R

### Remote UI

Remote User Interface. The Remote UI is software that enables you to perform operations, which are usually performed on the machine's control panel, using a Web browser (Microsoft Internet Explorer or Safari) over a network.

# U

## URL

Uniform Resource Locator. A standard way of specifying the location of an object, usually a Web page on the Internet. The URL for a Web page would look something like this: “<http://www.w3.org/default.htm>”. Here, “http:” indicates that a Web page is being accessed, “www.w3.org” is the address of the server containing the Web page, and “default.htm” is the file name under which the Web page is stored on the server.

## A

Add.Func. button, 1-5

## B

bps, 4-2

## C

Cookie, 4-2

## D

Department ID, 3-8  
Device, 2-2  
Device button, 1-5  
Device Features, 2-2  
Device Information, 2-2, 2-3  
Device Status, 2-2

## E

End-User Mode, 1-11

## H

Help button, 1-5  
HTTP, 4-2

## I

Internet Protocol (IP), 4-2  
IP address, 1-3, 1-10, 1-12, 1-13, 4-2

## J

Job Status button, 1-5

## L

Log, 2-6  
Log on, 4-3  
Log on mode, 1-11

## N

Network, 1-2  
Network Settings, 2-2

## O

OS, 1-6

## P

PDF, 4-3  
Print Job, 2-4, 2-5  
Protocol, 4-3  
Proxy server, 4-3

## R

Remote UI, 4-3  
Remote UI page, 1-10, 1-12, 1-13  
Remote UI software, 1-2

## S

System Manager ID, 3-6  
System Manager Mode, 1-5  
System Requirements, 1-6  
    Macintosh, 1-6  
    Windows, 1-6  
System Settings, 3-3, 3-4

## T

To Top Page button, 1-5  
Top page, 1-3

## U

URL, 1-10, 1-12, 1-13, 4-4

## W

Web Browser, 1-2, 1-3, 1-6, 1-10  
Web server software, 1-2, 1-6



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