



# Manual en línea

Guía de Quick Utility Toolbox

Español (Spanish)

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## Símbolos utilizados en este documento

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### **Advertencia**

Instrucciones que, si se ignoran, pueden provocar daños a la propiedad, lesiones graves, o incluso la muerte, por el uso incorrecto del equipo. Sígalas al pie de la letra para que el funcionamiento sea seguro.

### **Precaución**

Instrucciones que, si se ignoran, pueden provocar lesiones en las personas o daños a la propiedad por el uso incorrecto del equipo. Sígalas al pie de la letra para que el funcionamiento sea seguro.

### **Importante**

Instrucciones que incluyen información importante que se debe cumplir para evitar daños y lesiones o un uso incorrecto del producto. Asegúrese de leer esas instrucciones.

### **Nota**

Instrucciones que incluyen notas sobre el funcionamiento y explicaciones adicionales.

### **Aspectos básicos**

Instrucciones que explican las operaciones básicas del producto.

### **Nota**

- Los iconos pueden variar dependiendo del producto.

## **Usuarios con dispositivos con activación táctil (Windows)**

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Para acciones táctiles, debe sustituir en este documento "clic con el botón derecho" por el conjunto de acciones del sistema operativo. Por ejemplo, si la acción está establecida como "mantener pulsado" en el sistema operativo, sustituya "haga clic con el botón derecho" por "mantener pulsado".

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o [freetype-devel@nongnu.org](mailto:freetype-devel@nongnu.org)

Discusses bugs, as well as engine internals, design issues, specific licenses, porting, etc.

Our home page can be found at

<http://www.freetype.org>

--- end of FTL.TXT ---

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JSON for Modern C++

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Lua

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#### LuaSocket

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#### LuneScript

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## Notas generales (Quick Utility Toolbox)

---

Quick Utility Toolbox está sujeto a las siguientes restricciones. Tenga en cuenta lo siguiente.

- Consulte nuestro sitio web para conocer los productos que admiten Quick Utility Toolbox.
- Las funciones y las configuraciones disponibles varían según la impresora y la configuración del país/región. Dependiendo de la función que se vaya a utilizar, se necesita conexión a Internet. Conlleva los gastos de conexión a Internet.
- En esta guía, las descripciones se basan principalmente en las pantallas que aparecen cuando se usa el sistema operativo Windows 10 (en adelante "Windows 10").

### Acerca de la descarga del software correspondiente

- Para utilizar cada función, necesita instalar el software correspondiente. Acceda a nuestro sitio web para descargar e instalar el software.  
Se necesita una conexión a Internet para la descarga. Conlleva los gastos de conexión a Internet.



## Qué se puede hacer con Quick Utility Toolbox

Quick Utility Toolbox es un menú contextual que permite iniciar fácilmente las funciones que se desee utilizar. Puede iniciar rápidamente las utilidades que admitan Quick Utility Toolbox para configurar o gestionar la impresora o para acceder a esta guía con un clic.

También puede establecer una carpeta de red como destino de las imágenes escaneadas desde el panel de control de la impresora y de los datos de fax recibidos.




## Inicio del software desde Quick Utility Toolbox

En Quick Utility Toolbox, puede iniciar el software o abrir manuales desde la Pantalla principal.

### »»» Nota

- La ficha **Herramienta de gestión (Management Tool)** si no hay instalado software compatible.

1. En el área de notificación del escritorio, haga clic en  (Quick Utility Toolbox).

Aparece la Pantalla principal.

➔ [Pantalla principal \(MB series / iB series / GX series\)](#)

➔ [Pantalla principal \(PRO series / TX series / TM series / TA series / TZ series / GP series\)](#)

### »»» Nota

- Si el icono no aparece en el área de notificación del escritorio, siga el procedimiento que se indica a continuación para empezar.

#### – Windows 10:

En el menú **Inicio (Start)**, haga clic en **(Todas las aplicaciones (All apps) >) Canon Utilities > Quick Utility Toolbox**.

#### – Windows 8.1:

Haga clic en **Quick Utility Toolbox** en la pantalla de inicio.

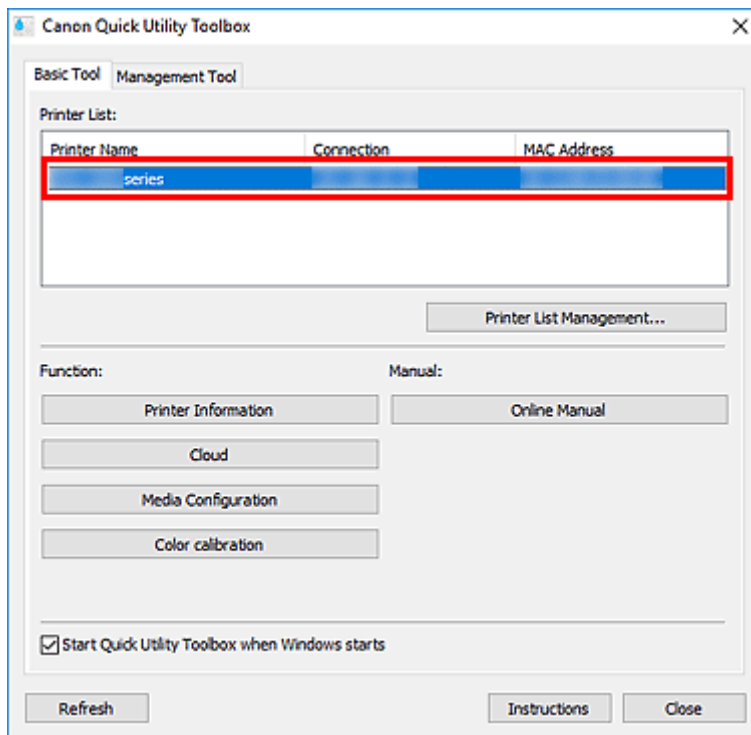
Si no aparece **Quick Utility Toolbox** en la pantalla de inicio, seleccione el acceso **Buscar (Search)** y, a continuación, busque "Quick Utility Toolbox".

#### – Windows 7:

En el menú **Inicio (Start)**, haga clic en **Todos los programas (All Programs) > Canon Utilities > Quick Utility Toolbox > Quick Utility Toolbox**.

El icono aparece en el área de notificación del escritorio y aparece la Pantalla principal.

2. Seleccione la impresora que desee usar en la **Lista de impresoras (Printer List)**.

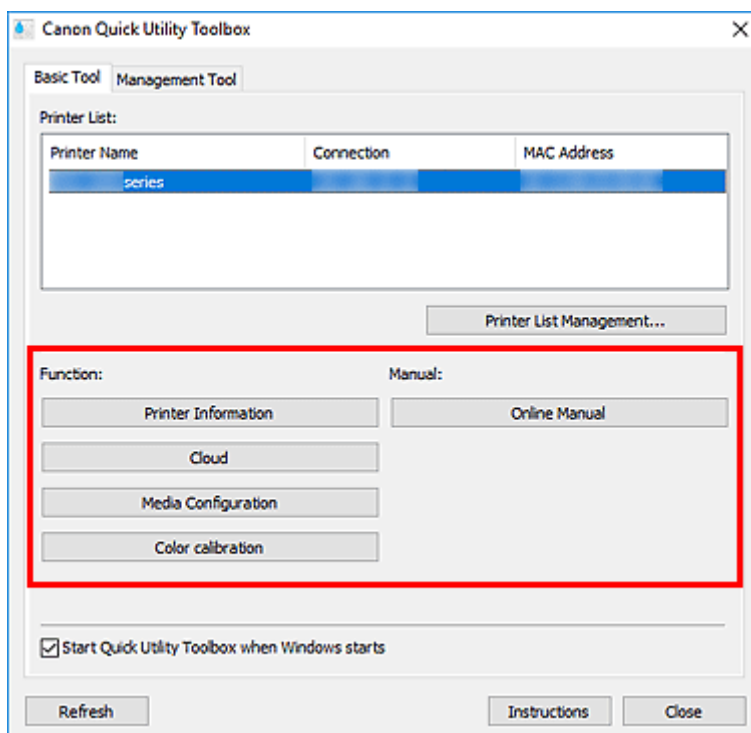


Los elementos correspondientes a la impresora seleccionada aparecen en **Función (Function)**.

### »»» Nota

- Si la impresora que desea usar no se muestra en la **Lista de impresoras (Printer List)**, haga clic en **Actualizar (Refresh)**, o bien haga clic en **Gestión de lista de impresoras... (Printer List Management...)** y añada la impresora en el cuadro de diálogo [Administración de impresoras que se muestra](#).

3. Haga clic en el elemento que desee usar.



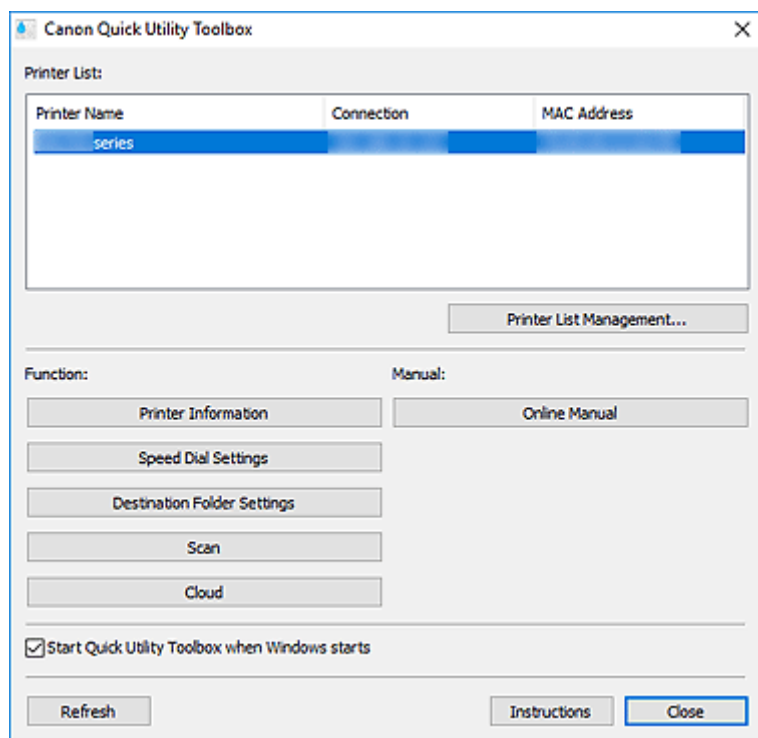
Se inicia el software o se abre el manual.

**»» Nota**

- Los elementos mostrados en **Función (Function)** y las funciones disponibles varían en función de la impresora seleccionada en la **Lista de impresoras (Printer List)**.

## Pantalla principal (MB series / iB series / GX series)

Puede iniciar el software o abrir manuales.



### Lista de impresoras (Printer List)

Muestra una lista de impresoras instaladas en el ordenador compatibles con Quick Utility Toolbox. También aparecen las impresoras añadidas desde el diálogo **Agregar impresora... (Add Printer...)** de **Administración de impresoras (Printer Management)**.

### ►►► Importante

- Algunas funciones no están disponibles si se comparte en un entorno de red una impresora conectada a un único ordenador y se utiliza desde varios ordenadores.

### ►►► Nota

- Si está utilizando una impresora MB, iB o GX series y la impresora no aparece, instale el controlador de la impresora o MP Drivers desde el CD-ROM de instalación o desde nuestro sitio web.

La impresora aparecerá automáticamente en la **Lista de impresoras (Printer List)** después de instalar el controlador o MP Drivers.

### Gestión de lista de impresoras... (Printer List Management...)

Haga clic para mostrar el [cuadro de diálogo Administración de impresoras](#) para administrar (añadir, configurar, etc.) las impresoras que aparecen en la **Lista de impresoras (Printer List)**.

### Función (Function)

Muestra los elementos compatibles con la impresora seleccionada en la **Lista de impresoras (Printer List)** y las funciones disponibles.

### Información de impresora (Printer Information)

Inicia un navegador web en el que puede comprobar la información de la impresora o utilizar las funciones de la utilidad.

#### ►►► Importante

- Para utilizar esta función, la impresora y el ordenador deben estar conectados en una red.

#### ►►► Nota

- Si aparece una pantalla de autenticación, debe introducir el nombre de usuario y la contraseña. Para obtener información detallada, consulte Contraseña del administrador.

### Configuración de marcación rápida (Speed Dial Settings)

Inicia la Utilidad de marcación rápida con la que puede editar los números de fax y teléfono registrados en la impresora.

### Configuración de la carpeta de destino (Destination Folder Settings)

Abre Folder Setting Utility, con la que puede establecer una carpeta de red como destino de las imágenes escaneadas desde el panel de control de la impresora y de los datos de fax recibidos.

#### ►►► Importante

- Para utilizar esta función, la impresora y el ordenador deben estar conectados en una red.

#### ►►► Nota

- Si aparece una pantalla de entrada de contraseña, introduzca la contraseña de administrador de la impresora y haga clic en **Aceptar (OK)**. Si no la conoce, póngase en contacto con el administrador. Con respecto a la contraseña, consulte Contraseña de administrador.

### Escanear (Scan)

Inicia la aplicación con la que puede escanear fotografías, documentos, etc.

### Nube (Cloud)

Inicia un navegador web y muestra Canon Inkjet Cloud Printing Center. Mediante la función de nube de la impresora puede registrar y gestionar aplicaciones o comprobar el estado de impresión de la impresora, los errores, el estado de la tinta, etc. desde teléfonos inteligentes y tabletas.

#### ►►► Nota

- Los elementos mostrados en **Función (Function)** y las funciones disponibles varían en función de la impresora seleccionada en la **Lista de impresoras (Printer List)**.
- Para obtener información sobre el software correspondiente, consulte el Manual en línea que aparece haciendo clic en **Manual en línea (Online Manual)**.

### Manual

#### Manual en línea (Online Manual)

Abre el manual de la impresora seleccionada en la **Lista de impresoras (Printer List)**.

### Iniciar Quick Utility Toolbox al iniciar Windows (Start Quick Utility Toolbox when Windows starts)

Seleccione esta casilla para que Quick Utility Toolbox se inicie al iniciar Windows.

**Actualizar (Refresh)**

Haga clic aquí para actualizar los contenidos que se muestran.

**Instrucciones (Instructions)**

Abre esta guía.

**Tema relacionado**

➔ [Inicio del software desde Quick Utility Toolbox](#)

## Pantalla principal (PRO series / TX series / TM series / TA series / TZ series / GP series)

Puede iniciar el software o abrir manuales.

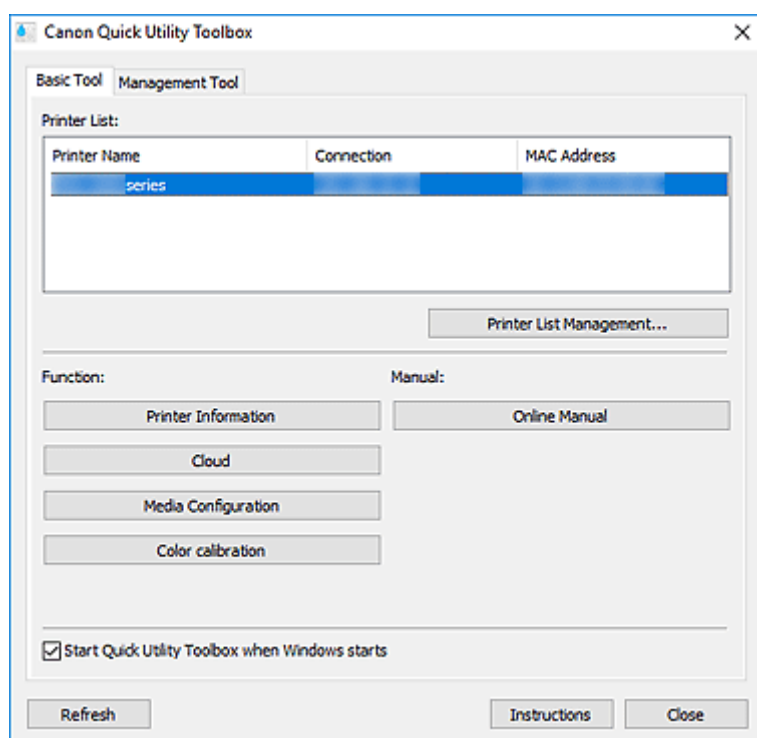
- ➔ [Ficha Herramienta básica \(Basic Tool\)](#)
- ➔ [Ficha Herramienta de gestión \(Management Tool\)](#)

### ▶▶▶ Nota

- Si no hay instalado software compatible, la ficha **Herramienta de gestión (Management Tool)** no aparece y los contenidos de la ficha **Herramienta básica (Basic Tool)** aparecen en la Pantalla principal.

## Ficha Herramienta básica (Basic Tool)

Abra el software o los manuales de la impresora seleccionada.



### Lista de impresoras (Printer List)

Muestra una lista de impresoras instaladas en el ordenador compatibles con Quick Utility Toolbox. También aparecen las impresoras añadidas desde el diálogo **Agregar impresora... (Add Printer...)** de **Administración de impresoras (Printer Management)**.

### ▶▶▶ Importante

- Algunas funciones no están disponibles si se comparte en un entorno de red una impresora conectada a un único ordenador y se utiliza desde varios ordenadores.

### Gestión de lista de impresoras... (Printer List Management...)

Haga clic para mostrar el [cuadro de diálogo Administración de impresoras](#) para administrar (añadir, configurar, etc.) las impresoras que aparecen en la **Lista de impresoras (Printer List)**.



## **Función (Function)**

Muestra los elementos compatibles con la impresora seleccionada en la **Lista de impresoras (Printer List)** y las funciones disponibles.

### **Información de impresora (Printer Information)**

Inicia un navegador web en el que puede comprobar la información de la impresora o utilizar las funciones de la utilidad.

#### **»» Importante**

- Para utilizar esta función, la impresora y el ordenador deben estar conectados en una red.

#### **»» Nota**

- Si aparece una pantalla de autenticación, debe introducir el nombre de usuario y la contraseña. Para obtener información detallada, consulte Contraseña del administrador.

## **Nube (Cloud)**

Inicia un navegador web y muestra Canon Inkjet Cloud Printing Center. Mediante la función de nube de la impresora puede registrar y gestionar aplicaciones o comprobar el estado de impresión de la impresora, los errores, el estado de la tinta, etc. desde teléfonos inteligentes y tabletas.

## **Configuración de soporte (Media Configuration)**

Inicia Media Configuration Tool para añadir o editar la información del papel en la impresora.

Para usar esta función, debe instalar Media Configuration Tool. Descargue Media Configuration Tool desde nuestra página web.

## **Calibración del color (Color calibration)**

Inicia Calibration Tool para realizar ajustes, de forma que los resultados de impresión de la impresora seleccionada tengan los tonos de color correctos.

Para obtener más información, haga clic en Inicio para volver a la parte superior de la página del Manual en línea correspondiente a su modelo y busque "Aplicación de la calibración del color" y, a continuación, consulte el paso 4 en adelante.

#### **»» Nota**

- Los elementos mostrados en **Función (Function)** y las funciones disponibles varían en función de la impresora seleccionada en la **Lista de impresoras (Printer List)**.
- Para obtener información sobre el software correspondiente, consulte el Manual en línea que aparece haciendo clic en **Manual en línea (Online Manual)**.

## **Manual**

### **Manual en línea (Online Manual)**

Abre el manual de la impresora seleccionada en la **Lista de impresoras (Printer List)**.

## **Iniciar Quick Utility Toolbox al iniciar Windows (Start Quick Utility Toolbox when Windows starts)**

Seleccione esta casilla para que Quick Utility Toolbox se inicie al iniciar Windows.

## **Actualizar (Refresh)**

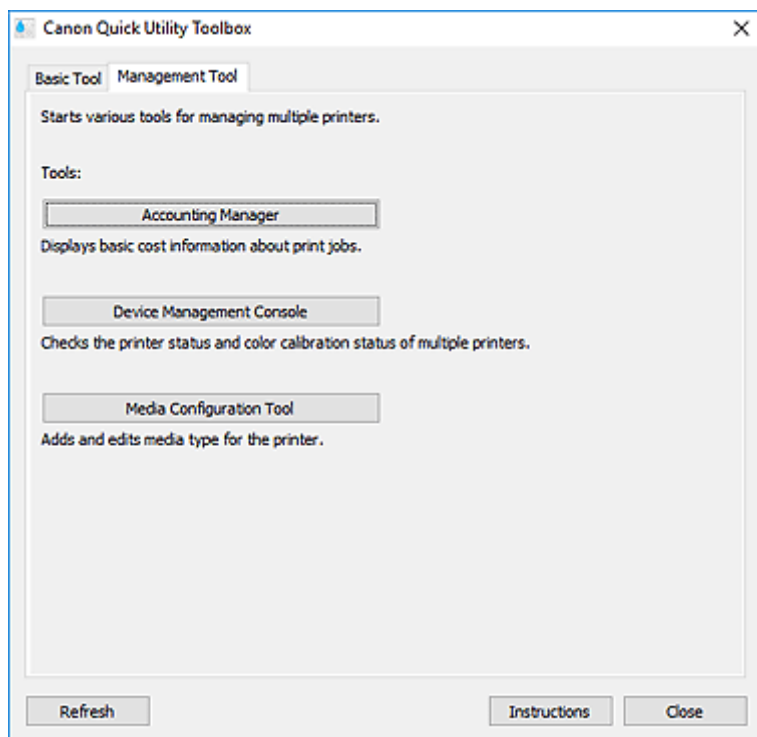
Haga clic aquí para actualizar los contenidos que se muestran.

## **Instrucciones (Instructions)**

Abre esta guía.

## Ficha Herramienta de gestión (Management Tool)

Abra varios programas de software para administrar diversas impresoras o abra sus manuales.



### Herramientas (Tools)

#### Accounting Manager

Abra Accounting Manager para calcular el coste de impresión de la impresora por departamento o usuario.

#### Device Management Console

Abra Device Management Console para comprobar diversos parámetros de la impresora o el estado de calibración.

#### Media Configuration Tool

Inicia Media Configuration Tool para añadir o editar la información del papel en la impresora.

#### »»» Nota

- Para utilizar estas aplicaciones, debe instalarlas adicionalmente.
- Para obtener información detallada sobre cada aplicación, consulte el Manual en línea.

### Actualizar (Refresh)

Haga clic aquí cuando el software que desee utilizar no aparezca en **Herramientas (Tools)**.

### Instrucciones (Instructions)

Abre esta guía.

## Tema relacionado

➔ [Inicio del software desde Quick Utility Toolbox](#)

## Cuadro de diálogo Administración de impresoras

Añada impresoras incluidas en la **Lista de impresoras (Printer List)** de la pantalla principal o defina los nombres para mostrar de las impresoras.

Para mostrar el cuadro de diálogo **Administración de impresoras (Printer Management)**, haga clic en **Gestión de lista de impresoras... (Printer List Management...)** en la pantalla principal.

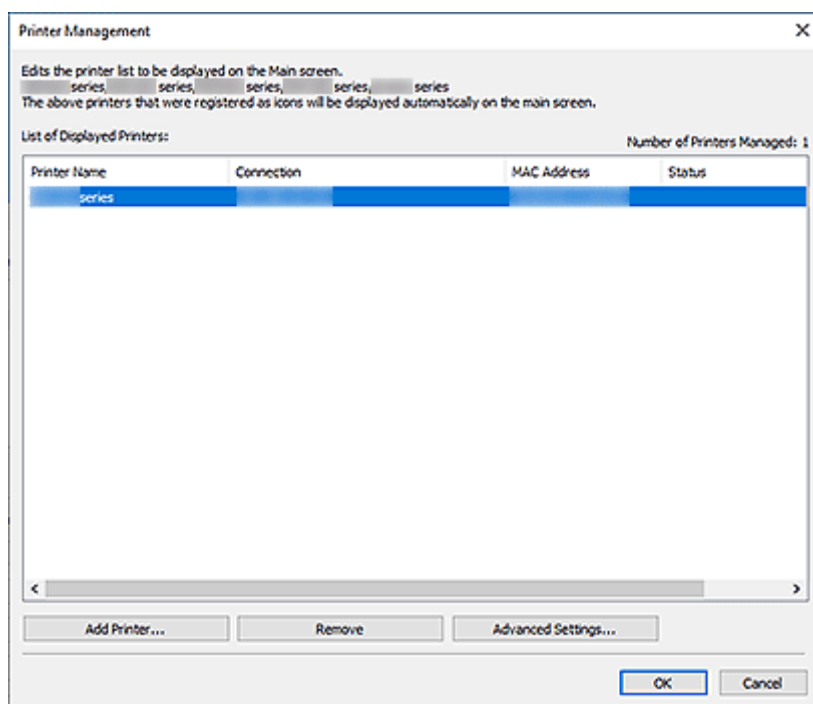
### »» Nota

- Algunas impresoras MB, iB o GX series no pueden añadirse desde **Agregar impresora... (Add Printer...)**.

➔ [Cuadro de diálogo Administración de impresoras](#)

➔ [Cuadro de diálogo Agregar impresora \(Add Printer\)](#)

## Cuadro de diálogo Administración de impresoras



### Lista de impresoras mostradas (List of Displayed Printers)

Muestra una lista de impresoras registradas.

### »» Nota

- Para obtener información sobre los mensajes que aparecen en **Estado (Status)** y qué hacer con ellos, consulte [Solución de problemas](#).
- Si está utilizando un modelo compatible con redes LAN cableadas, la dirección MAC de esta red LAN cableada aparecerá en **Dirección MAC (MAC Address)**, incluso cuando esté conectado mediante Wi-Fi.

### Agregar impresora... (Add Printer...)

Haga clic para mostrar el cuadro de diálogo [Agregar impresora \(Add Printer\)](#). Busque impresoras y seleccione las impresoras que desee registrar.

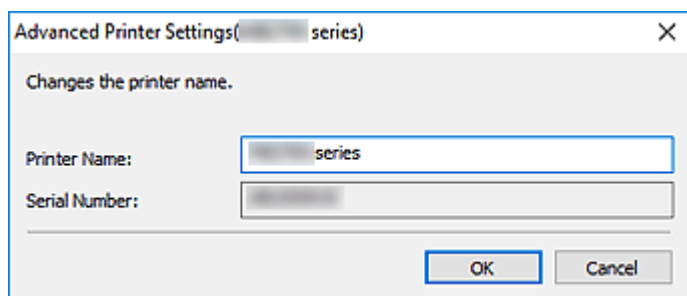
### Anular registro (Remove)

Cancela el registro de la impresora especificada en la **Lista de impresoras mostradas (List of Displayed Printers)**.

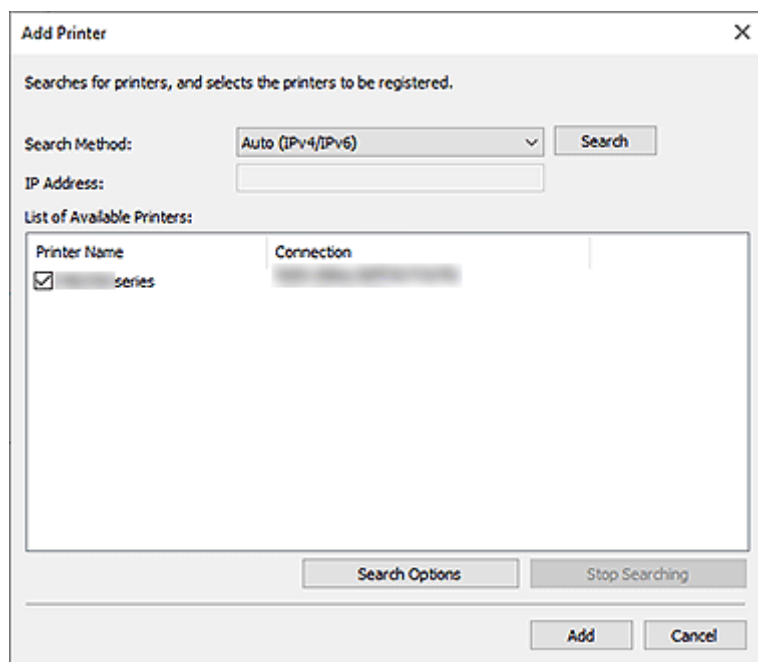
### Configuración avanzada... (Advanced Settings...)

Haga clic para mostrar el cuadro de diálogo **Configuración avanzada de impresora (Advanced Printer Settings)** para cambiar el nombre para mostrar de la impresora o comprobar el número de serie de la impresora.

Para cambiar el nombre para mostrar de la impresora, introduzca el nombre deseado en **Nombre de la impresora (Printer Name)** y haga clic en **Aceptar (OK)**.



## Cuadro de diálogo Agregar impresora (Add Printer)



### Método de búsqueda (Search Method)

Seleccione un método de búsqueda de impresora.

Seleccione **Auto (IPv4/IPv6)**, **IPv4**, **IPv6** o **USB**.

### Dirección IP (IP Address)

Si se selecciona **IPv4** o **IPv6** como **Método de búsqueda (Search Method)**, introduzca la dirección IP de la impresora.

### Buscar (Search)

Haga clic para buscar impresoras.

### Lista de impresoras disponibles (List of Available Printers)

Muestra una lista de las impresoras encontradas.

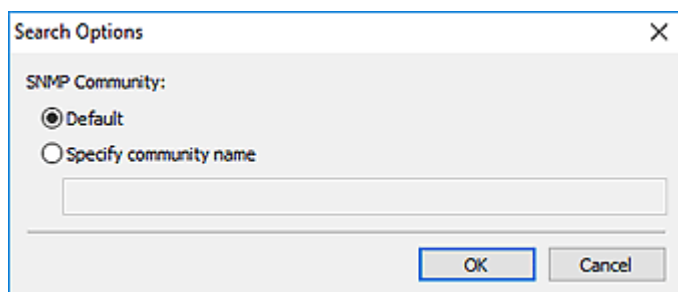
Seleccione las casillas para seleccionar las impresoras.

#### »»» Nota

- Si selecciona **Auto (IPv4/IPv6)** para realizar la búsqueda, es posible que cada una de las direcciones IP de una impresora (IPv4 e IPv6) aparezca como una impresora distinta en los resultados de búsqueda. Seleccione una de las dos opciones y añádala.
- Si no aparece una impresora conectada en una red, asegúrese de que el ordenador con el que se realiza la búsqueda y la impresora se encuentran en la misma subred. Si no es así, compruebe la dirección IP de la impresora y, a continuación, especifique **IPv4** o **IPv6** e inicie la búsqueda.

### Opciones de búsqueda (Search Options)

Haga clic para mostrar el cuadro de diálogo **Opciones de búsqueda (Search Options)** para especificar el nombre de comunidad.



#### »»» Nota

- Esta función está disponible cuando **Auto (IPv4/IPv6)**, **IPv4** o **IPv6** se selecciona para **Método de búsqueda (Search Method)**.


### Detener la búsqueda (Stop Searching)

Detiene la búsqueda de impresoras.

### Agregar (Add)

Haga clic para añadir las impresoras seleccionadas en la **Lista de impresoras disponibles (List of Available Printers)**.

## Icono del área de notificaciones

Utilice  (Quick Utility Toolbox) en el área de notificaciones del escritorio para sacar el máximo partido a Quick Utility Toolbox.

Haga clic para mostrar la Pantalla principal.

Haga clic con el botón derecho para mostrar un menú con la siguiente configuración.

### Acerca de (About)

Muestra información sobre la versión.

Utilice el cuadro de diálogo que se muestra para cambiar el idioma de la aplicación. El cambio surtirá efecto después de reiniciar la aplicación.

### Mostrar mensaje de guía (Display Guide Message)

Muestra u oculta los mensajes de guía.

Cuando aparezca un mensaje de guía, seleccione la casilla **No volver a mostrar este mensaje (Do not show this message again)** para ocultarlo en el futuro.

### Salir de Quick Utility Toolbox (Quit Quick Utility Toolbox)

Sale de Quick Utility Toolbox.

### »» Nota

- Si hace clic en **Cerrar (Close)** en la Pantalla principal no saldrá de la aplicación y el icono permanecerá en el área de notificaciones. Para salir por completo de la aplicación, utilice este menú.

## Configuración de la carpeta de destino

---

- **Configurar el destino**
- **Ventana Folder Setting Utility**
  - Cuadro de diálogo **Añadir carpeta de destino/Editar carpeta de destino**

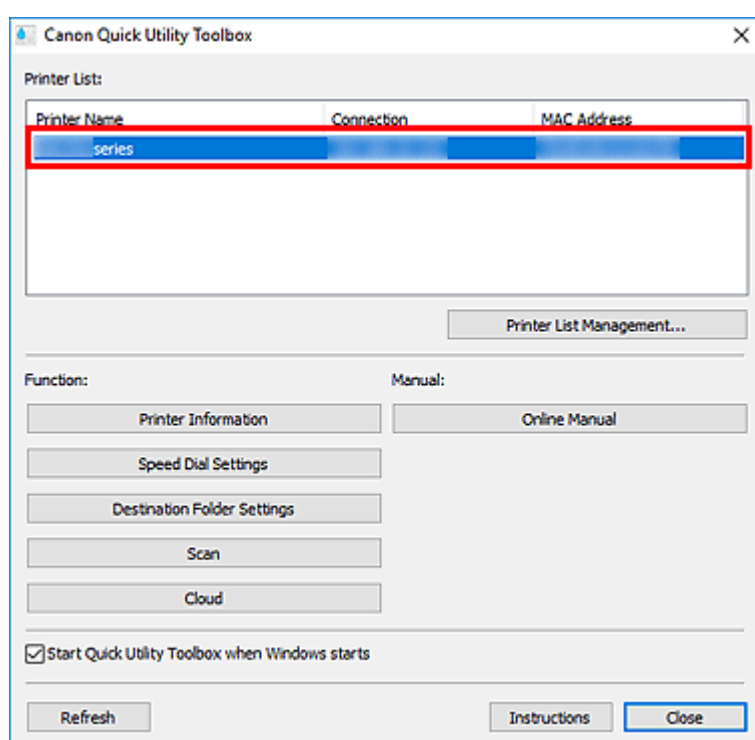
## Configurar el destino

Puede establecer una carpeta de red como destino de las imágenes escaneadas desde el panel de control de la impresora y de los datos de fax recibidos.

- ➔ [Añadir carpetas de destino](#)
- ➔ [Configuración de la ubicación para guardar automáticamente datos de fax](#)

### Añadir carpetas de destino

1. Abra la Pantalla principal.
2. Seleccione la impresora que desee usar en la **Lista de impresoras (Printer List)**.



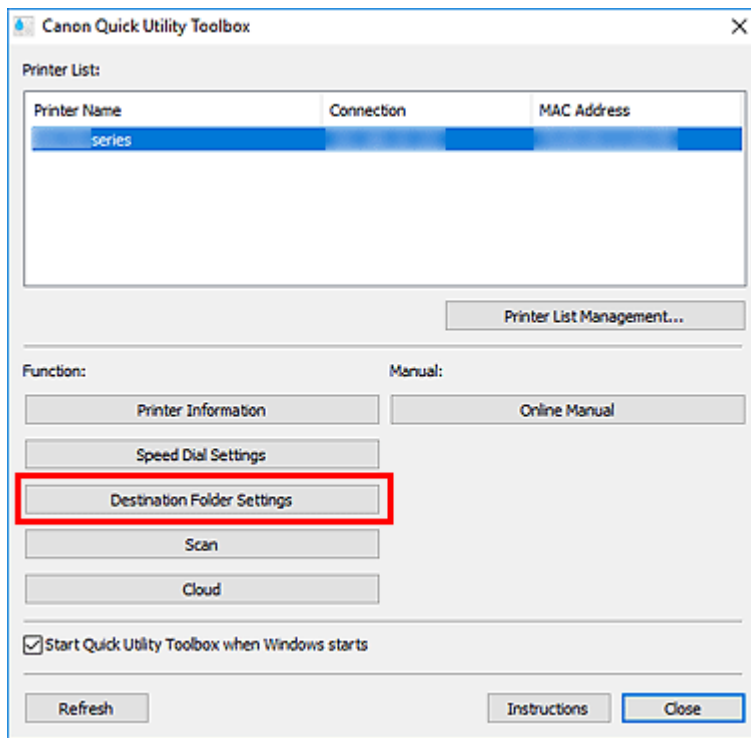
Los elementos correspondientes a la impresora seleccionada aparecen en **Función (Function)**.

#### ➤➤➤ Nota

- Si su impresora no aparece en la **Lista de impresoras (Printer List)**, haga clic en **Actualizar (Refresh)** o bien haga clic en **Gestión de lista de impresoras... (Printer List Management...)** y añada la impresora en el cuadro de diálogo [Administración de impresoras que se muestra](#).

3. Haga clic en **Configuración de la carpeta de destino (Destination Folder Settings)** en los elementos que aparecen en **Función (Function)**.



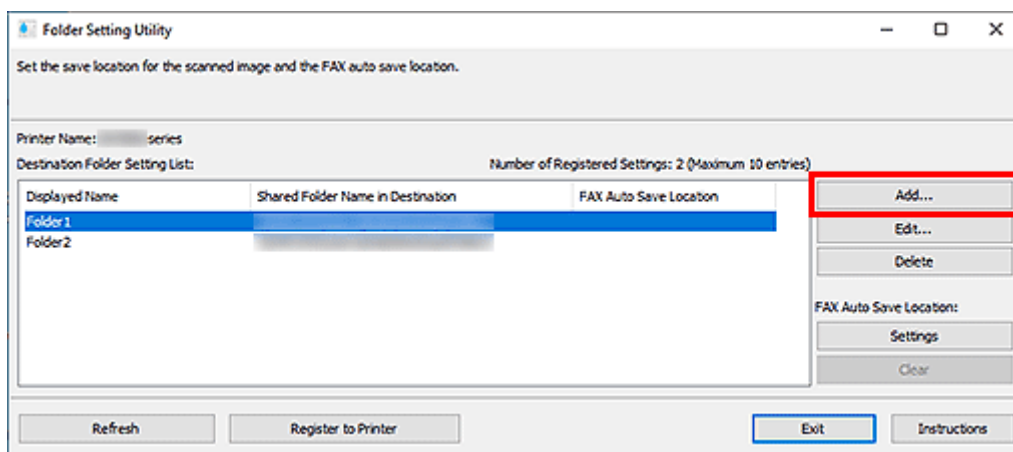


Aparecerá la [ventana Folder Setting Utility](#).

### ➤➤➤ Nota

- Puede que aparezca una pantalla de introducción de contraseña antes de que la [ventana Folder Setting Utility](#) aparezca. Si aparece, introduzca la contraseña de administrador de la impresora y haga clic en **Aceptar**. Si no la conoce, póngase en contacto con el administrador. Con respecto a la contraseña, consulte Contraseña de administrador.

#### 4. Haga clic en **Agregar... (Add...)**.



Aparecerá el cuadro de diálogo **Añadir carpeta de destino (Add Destination Folder)**.

#### 5. Introduzca el **Nombre mostrado (Displayed Name)**, el **Nombre de carpeta compartida en el destino (Shared Folder Name in Destination)** y los demás datos.

### »»» Importante

- Los campos **Nombre mostrado (Displayed Name)** y **Nombre de carpeta compartida en el destino (Shared Folder Name in Destination)** son obligatorios.
- Las carpetas en Windows 7 o versiones anteriores no pueden establecerse como destino.
- Si está utilizando una impresora GX series, las carpetas en Windows Server 2008 R2 o versiones anteriores no pueden establecerse como destino.

### »»» Nota

- Para saber qué introducir en cada campo, consulte los cuadros de diálogo [Añadir carpeta de destino/Editar carpeta de destino](#).

#### 6. Haga clic en **Prueba de conexión (Connection Test)**.

Compruebe si puede conectarse con la carpeta especificada.

### »»» Importante

- Asegúrese de lo siguiente antes de realizar la **Prueba de conexión (Connection Test)**.
  - La impresora está encendida
  - La impresora y el ordenador están conectados a la red
  - No hay otro software u otro usuario utilizando la impresora
  - No aparece un error en el panel de control de la impresora

#### 7. Compruebe el mensaje y haga clic en **Aceptar (OK)**.

#### 8. Haga clic en **Aceptar (OK)** en el cuadro de diálogo **Añadir carpeta de destino (Add Destination Folder)**.

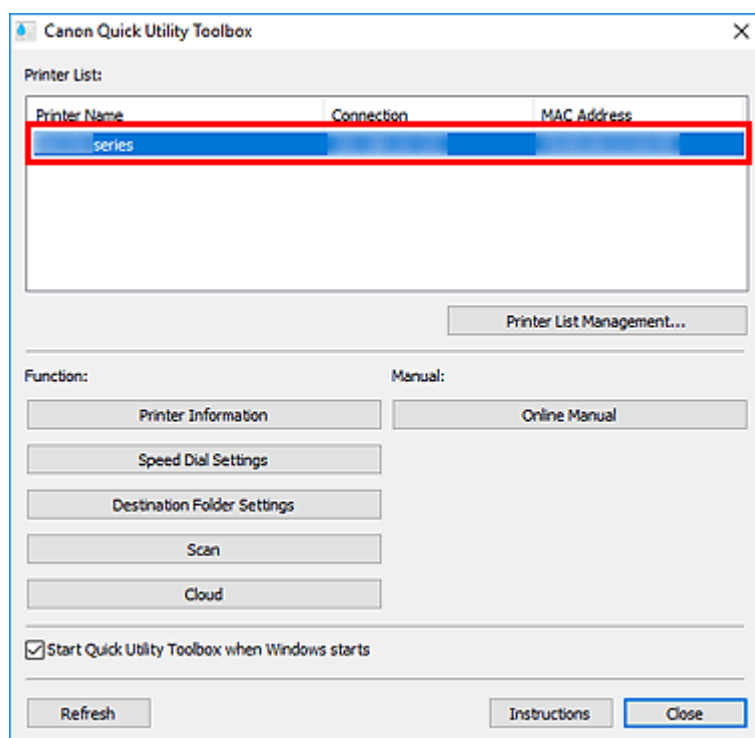
#### 9. Haga clic en **Registrar a impresora (Register to Printer)**.

#### 10. Compruebe el mensaje y haga clic en **Aceptar (OK)**.

## Configuración de la ubicación para guardar automáticamente datos de fax

Establezca una de la carpetas que aparecen en la **Lista de configuración de la carpeta de destino (Destination Folder Setting List)** como ubicación para guardar automáticamente los datos de fax.

1. Abra la Pantalla principal.
2. Seleccione la impresora que desee usar en la **Lista de impresoras (Printer List)**.

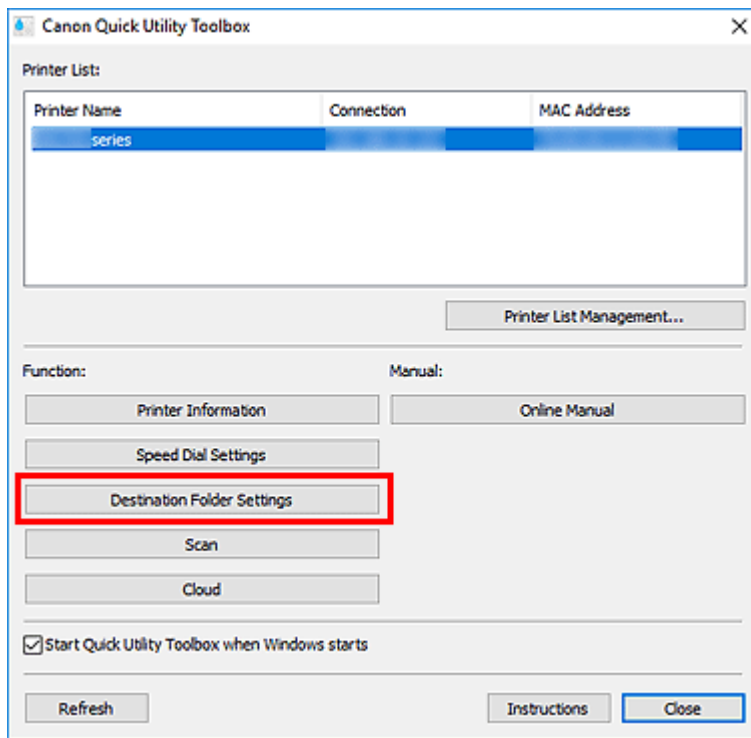


Los elementos correspondientes a la impresora seleccionada aparecen en **Función (Function)**.

### »»» Nota

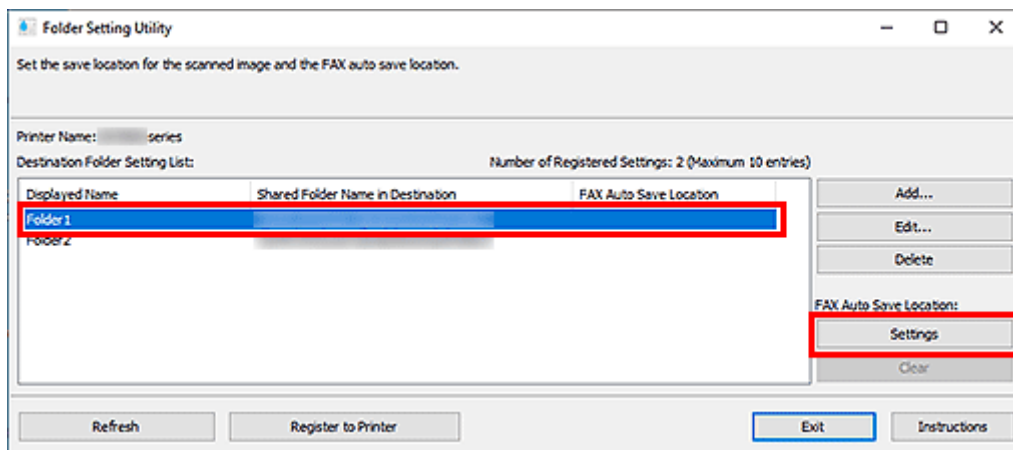
- Si su impresora no aparece en la **Lista de impresoras (Printer List)**, haga clic en **Actualizar (Refresh)** o bien haga clic en **Gestión de lista de impresoras... (Printer List Management...)** y añada la impresora en el cuadro de diálogo [Administración de impresoras que se muestra](#).

3. Haga clic en **Configuración de la carpeta de destino (Destination Folder Settings)** en los elementos que aparecen en **Función (Function)**.



Aparecerá la [ventana Folder Setting Utility](#).

4. Seleccione una de las carpetas que desee utilizar como ubicación para guardar en la **Lista de configuración de la carpeta de destino (Destination Folder Setting List)** y, a continuación, haga clic en **Configuración (Settings)**.



### ➤➤➤ Nota

- Si no se muestra ninguna carpeta en **Lista de configuración de la carpeta de destino (Destination Folder Setting List)**, añada una carpeta de destino.
  - ➡ [Añadir carpetas de destino](#)
- Si aparece una pantalla para introducir un código PIN, introduzca el código.

5. Compruebe el mensaje y haga clic en **Aceptar (OK)**.

✓ Aparece una (marca de comprobación) en la **Ubicación para guardar faxes automáticamente (FAX Auto Save Location)** de la carpeta definida.

6. Haga clic en **Registrar a impresora (Register to Printer)**.

7. Compruebe el mensaje y haga clic en **Aceptar (OK)**.

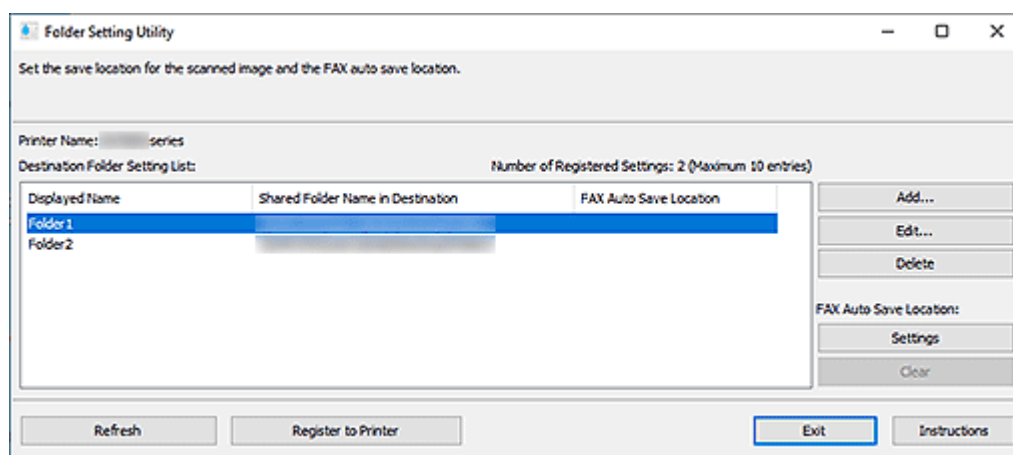
## Ventana Folder Setting Utility

Puede establecer una carpeta de red como destino de las imágenes escaneadas desde el panel de control de la impresora y de los datos de fax recibidos.

Para mostrar la ventana **Folder Setting Utility**, haga clic en **Configuración de la carpeta de destino (Destination Folder Settings)** en la pantalla principal.

### »»» Nota

- Los elementos mostrados y las funciones disponibles varían en función de la impresora seleccionada en la **Lista de impresoras (Printer List)**.



### Nombre de la impresora (Printer Name)

Muestra el nombre de la impresora seleccionado en la [Pantalla principal](#).

### Lista de configuración de la carpeta de destino (Destination Folder Setting List)

Muestra la lista de carpetas de destino para datos.

### Agregar... (Add...)

Haga clic para mostrar el [cuadro de diálogo Añadir carpeta de destino](#) en el que puede añadir carpetas de destino.

### Editar... (Edit...)

Haga clic para mostrar el [cuadro de diálogo Editar carpeta de destino](#) para editar el **Nombre mostrado (Displayed Name)**, **Nombre de carpeta compartida en el destino (Shared Folder Name in Destination)** y otros datos de la carpeta especificada en **Lista de configuración de la carpeta de destino (Destination Folder Setting List)**.

### »»» Nota

- Al editar una carpeta que tiene establecido un código PIN, aparece una pantalla para introducir el código PIN.

### Eliminar (Delete)

Elimina la carpeta especificada en la **Lista de configuración de la carpeta de destino (Destination Folder Setting List)**.

## Ubicación guardar fax autom. (FAX Auto Save Location)

### Configuración (Settings)

Establece la carpeta especificada en la **Lista de configuración de la carpeta de destino (Destination Folder Setting List)** como ubicación para guardar automáticamente los datos de fax.

### »»» Nota

- Al configurar una carpeta que tiene establecido un código PIN, aparece una pantalla para introducir el código PIN.

### Borrar (Clear)

Elimina la carpeta especificada en la **Lista de configuración de la carpeta de destino (Destination Folder Setting List)** de la ubicación para guardar automáticamente los datos de fax.

### Actualizar (Refresh)

Lee de nuevo la información de configuración de la carpeta de destino de la impresora.

### »»» Importante

- Asegúrese de lo siguiente antes de hacer clic en **Actualizar (Refresh)**.
  - La impresora está encendida
  - La impresora y el ordenador están conectados a la red
  - No hay otro software u otro usuario utilizando la impresora
  - No aparece un error en el panel de control de la impresora

### Registrar a impresora (Register to Printer)

Registra la configuración en la impresora.

### »»» Importante

- Asegúrese de lo siguiente antes de hacer clic en **Registrar a impresora (Register to Printer)**.
  - La impresora está encendida
  - La impresora y el ordenador están conectados a la red
  - No hay otro software u otro usuario utilizando la impresora
  - No aparece un error en el panel de control de la impresora

### Salir (Exit)

Cierra la ventana **Folder Setting Utility**.

### Instrucciones (Instructions)

Abre esta guía.

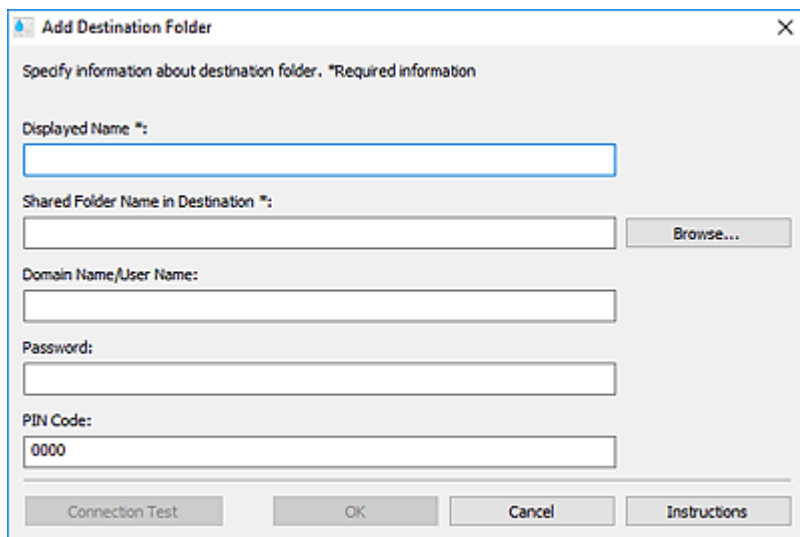
## Tema relacionado

➔ [Configurar el destino](#)

## Cuadro de diálogo Añadir carpeta de destino/Editar carpeta de destino

Añada o edite carpetas para guardar imágenes escaneadas desde el panel de control de la impresora y datos de fax recibidos.

Para mostrar los cuadros de diálogo **Añadir carpeta de destino (Add Destination Folder)** o **Editar carpeta de destino (Edit Destination Folder)**, haga clic en **Agregar... (Add...)** o en **Editar... (Edit...)** en la ventana **Folder Setting Utility**.



### Nombre mostrado (Displayed Name)

Introduzca el nombre que desea que aparezca en el panel de control de la impresora.

#### »»» Importante

- El campo **Nombre mostrado (Displayed Name)** no se puede dejar en blanco.
- Utilice únicamente los caracteres que se pueden introducir en el panel de control de la impresora.

### Nombre de carpeta compartida en el destino (Shared Folder Name in Destination)

Especifique la carpeta de destino para los datos. Haga clic en **Examinar... (Browse...)** y, a continuación, seleccione una carpeta.

#### »»» Importante

- El campo **Nombre de carpeta compartida en el destino (Shared Folder Name in Destination)** no se puede dejar en blanco.
- Introduzca la carpeta, como una carpeta de red compartida, con el formato "\\nombre de servidor\nombre de carpeta". Separe el nombre del servidor y los nombres de las carpetas con barras invertidas.

### Nombre de dominio/Nombre de usuario (Domain Name/User Name)

Introduzca el nombre de dominio y el nombre del usuario con el que se accederá a la carpeta de destino de los datos.

#### »»» Nota

- Si se requiere un nombre de dominio, introdúzcalo con el formato "nombre de dominio\nombre de usuario". Separe el nombre de dominio y el nombre de usuario con una barra invertida.



- Si no conoce el nombre del dominio o el nombre de usuario, póngase en contacto con el administrador de la red (servidor).

### Contraseña (Password)

Introduzca la contraseña con la que se accederá a la carpeta de destino de los datos.

#### »» Nota

- Si no conoce la contraseña, póngase en contacto con el administrador de la red (servidor).

### Código PIN (PIN Code)

El código PIN es un código de seguridad para acceder a la carpeta seleccionada en **Nombre de carpeta compartida en el destino (Shared Folder Name in Destination)** en el panel de control de la impresora. Establézcalo para impedir que una tercera persona no autorizada acceda a la configuración o la modifique.

#### »» Importante

- Introduzca al menos cuatro caracteres con letras, números y/o símbolos.
- El valor establecido es el predeterminado (0000). Si no se especifica el código PIN, elimine "0000".
- Al establecer el código PIN, asegúrese de anotarlo para su uso en el futuro, dado que necesitará introducirlo en casos como, por ejemplo, al establecer la carpeta de destino para los datos de fax recibidos o para los datos escaneados desde el panel de control de la impresora.
- Si ha olvidado el código PIN, elimine la carpeta de **Lista de configuración de la carpeta de destino (Destination Folder Setting List)** y, a continuación, añádala de nuevo.
- Al editar la carpeta de destino, introduzca el código PIN que estableció en el momento de añadir la carpeta.

### Prueba de conexión (Connection Test)

Haga clic para comprobar la conexión a la carpeta en la que se guardan los datos.

#### »» Importante

- Asegúrese de lo siguiente antes de realizar la **Prueba de conexión (Connection Test)**.
  - La impresora está encendida
  - La impresora y el ordenador están conectados a la red
  - No hay otro software u otro usuario utilizando la impresora
  - No aparece un error en el panel de control de la impresora

### Aceptar (OK)

Haga clic para aplicar la adición y las modificaciones.

#### »» Importante

- Si no se ha hecho clic en la **Prueba de conexión (Connection Test)**, la utilidad comprueba automáticamente si puede conectarse a la carpeta de destino para datos.

Asegúrese de lo siguiente antes de hacer clic en **Aceptar (OK)**.

- La impresora está encendida
- La impresora y el ordenador están conectados a la red
- No hay otro software u otro usuario utilizando la impresora
- No aparece un error en el panel de control de la impresora

**Instrucciones (Instructions)**

Abre esta guía.

## Solución de problemas

### Después de seleccionar Información de impresora (Printer Information) aparece una pantalla de autenticación

Si aparece una pantalla de autenticación después de seleccionar **Información de impresora (Printer Information)**, debe introducir el nombre de usuario y la contraseña. Para obtener información detallada, consulte Contraseña del administrador.

### Mensajes que aparecen en Estado (Status) y soluciones

Para obtener información sobre los mensajes que aparecen en **Estado (Status)** del cuadro de diálogo **Administración de impresoras (Printer Management)** y qué hacer con ellos, consulte la información que aparece a continuación.

Mensaje	Solución
No encontrado: No se puede establecer comunicación con la impresora porque el controlador de la impresora se ha asignado a la conexión.	Se ha asignado a la conexión un controlador de la impresora que no es compatible con Quick Utility Toolbox. Elimine el controlador de la impresora correspondiente.
No encontrado: Error al adquirir la información de la impresora.	Asegúrese de que la impresora y el ordenador estén conectados correctamente y, a continuación, haga clic en <b>Anular registro (Remove)</b> para borrar la impresora. Después, añada la impresora de nuevo.
La impresora ya se ha registrado.	La misma impresora ya se ha registrado. Haga clic en <b>Anular registro (Remove)</b> para borrar la impresora.
La impresora ya se ha registrado con una conexión diferente.	La misma impresora se ha registrado con varias conexiones. Compruebe la <b>Conexión (Connection)</b> de una impresora registrada con una conexión sin usar y, luego, haga clic en <b>Anular registro (Remove)</b> para eliminarla.
La conexión de la impresora ha cambiado. Compruebe el estado de la conexión.	Se ha conectado una impresora diferente a la conexión registrada. Haga clic en <b>Anular registro (Remove)</b> para borrar la impresora y, a continuación, vuelva a añadir la impresora.