SHARP ®

OPERATION MANUAL
(for printer)

DIGITAL MULTIFUNCTIONAL SYSTEM

Be sure to become thoroughly familiar with this manual to gain the maximum benefit from the product.

Before installing this product, be sure to read the installation requirements and cautions sections of the "Operation manual (for general information and copier operation)".

Be sure to keep all operation manuals handy for reference including this manual, the "Operation manual (for general information and copier operation)" and operation manuals for any optional equipment which has been installed.

INTRODUCTION

This manual explains the procedures for using the printer function of the machine.

See the table below to determine which printer driver to use in your environment.

Environment	Printer driver type	Remarks
Windows	**PCL6, PCL5e*** The machine supports the Hewlett-Packard PCL6 and PCL5e printer control languages. It is recommended that you use the PCL6 printer driver. If you have a problem printing from older software using the PCL6 printer driver, use the PCL5e printer driver. *The PCL5e printer driver cannot be available in some countries.	Can be used in the standard machine configuration.
Macintosh	**PS** This printer driver supports the PostScript 3 page description language developed by Adobe Systems Incorporated, and enables the machine to be used as a PostScript 3 compatible printer. (A PPD file is available if it is desired to use the Windows standard PS printer driver.)	The PS3 expansion kit must be installed.

Using the machine in a Windows environment

The machine is equipped standard with a printer function that can be used with a computer or network connection[*1].
To use the PS printer driver, the PS3 expansion kit must be installed. For the procedures for installing the printer driver in a Windows environment and configuring printer driver settings, see "SETUP IN A WINDOWS ENVIRONMENT" in the software setup guide.

*1 The MX-M550U/M620U/M700U is equipped standard with a printer function that uses a USB cable connection. To connect the machine to a Windows network, the network expansion kit must be installed.

NOTE

The explanations in this manual of printing in a Windows environment generally use the screens of the PCL6 printer driver. The printer driver screens may differ slightly depending on the printer driver that you are using.

Using the machine in a Macintosh environment

To use the machine as a network printer in a Macintosh environment, the network function of the machine must be useable[*2] and the PS3 expansion kit must be installed.
For the procedures for installing the printer driver in a Macintosh environment and configuring printer driver settings, see "SETUP IN A MACINTOSH ENVIRONMENT" in the software setup guide.

*2 The MX-M550U/M620U/M700U requires the network expansion kit.

For other functions, see the following manuals.

Operation manual (for general information and copier operation):
This contains safety precautions and general information such as the procedures for loading paper, removing misfeeds, and using peripheral equipment. It also provides detailed explanations of the procedures for using the copy function.

Administrator settings guide:
This explains the "administrator settings", which are used to configure a variety of machine parameters to suit the aims and the needs of your workplace.

Operation manual (for image send):
This provides detailed explanations of the scanner function and Internet fax function. To use these functions, the machine must be connected to a network and the network scanner expansion kit and Internet fax expansion kit must be installed.

NOTES
- For information on your operating system, please refer to your operating system manual or the online Help function.
- The explanations of screens and procedures in a Windows environment are primarily for Windows® XP. The screens may vary depending on the version of the operating system or the software application.
- The explanations of screens and procedures in a Macintosh environment are based on Mac OS X v10.4 in the case of Mac OS X, and on Mac OS 9.2.2 in the case of Mac OS 9. The screens may vary depending on the version of the operating system or the software application.
- This manual assumes that several options have been installed.

The display screens, messages, and key names shown in the manual may differ from those on the actual machine due to product improvements and modifications.

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CHAPTER 1

PRINTING FROM WINDOWS

This chapter explains the basic procedures for printing from a Windows environment.

BASIC PRINTING PROCEDURE

The following example explains how to print a document from "WordPad", which is a standard accessory program in Windows.

1
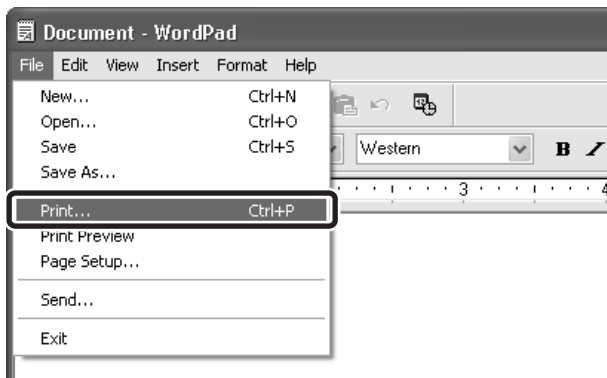
Select [Print] from the [File] menu of WordPad.

NOTE
The menu used to execute printing may vary depending on the software application.

2
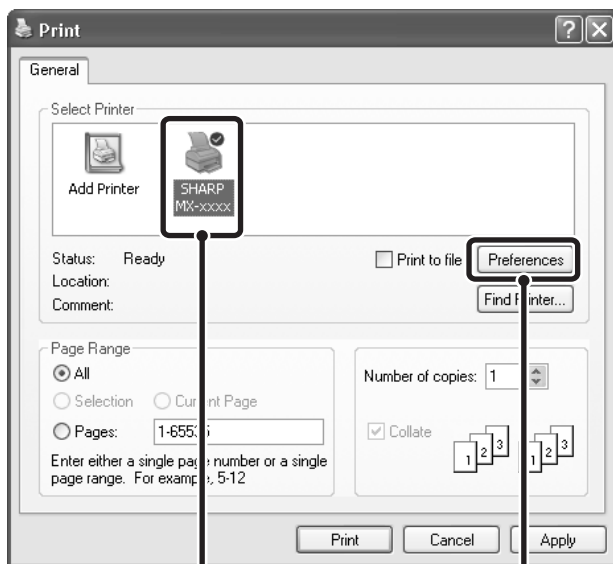
Open the printer driver properties window.

(1) Select the printer driver of the machine.
- If the printer drivers appear as icons, click the icon of the printer driver to be used.
- If the printer drivers appear as a list, select the name of the printer driver to be used from the list.

(2) Click the [Preferences] button.
- In Windows 98/Me/NT 4.0, click the [Properties] button.
- If you are using Windows 2000, the [Preferences] button does not appear. Click a tab on the "Print" dialog box to adjust the settings on that tab.

(1)   (2)

NOTE
The button that is used to open the printer driver properties window (usually [Properties] or [Printing Preferences]) may vary depending on the software application.

3
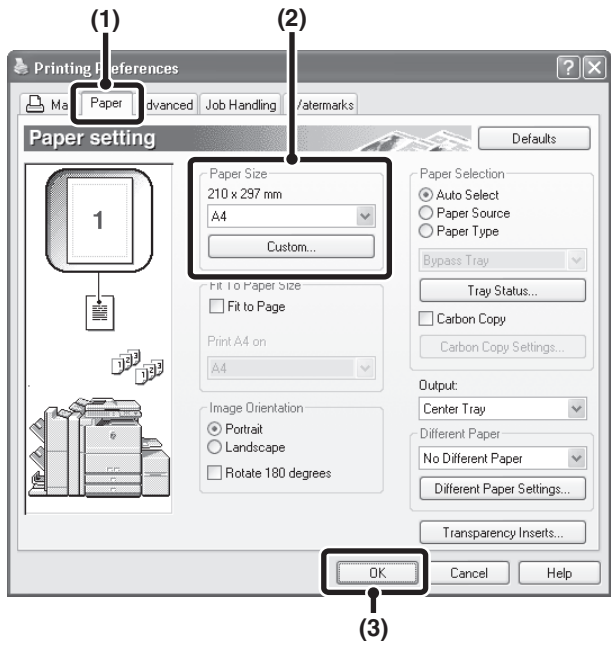
Select print settings.

(1) Click the [Paper] tab.

(2) Select the paper size.

To select settings on other tabs, click the desired tab and then select the settings.

(3) Click the [OK] button.

4
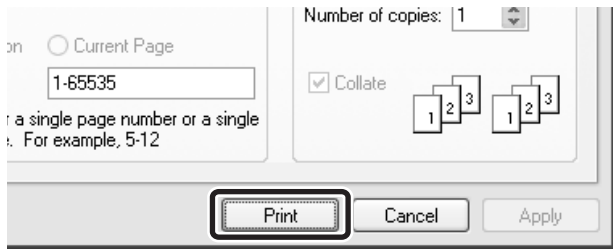
Click the [Print] button.

Printing begins.
In Windows 98/Me/NT 4.0, click the [OK] button.

1-3

SELECTING THE PAPER

This section explains how to configure the "Paper Selection" setting on the [Paper] tab of the printer driver properties window.

When the machine is connected to a network, the paper size setting, paper type setting, and amount of paper remaining in the tray can be viewed. Before printing, click the [Tray Status] button to check the latest tray information.
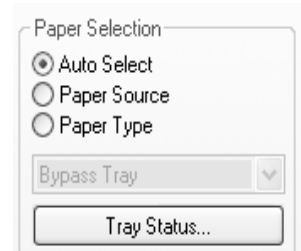
- **When [Auto Select] is selected...**
  The tray that contains the size of paper set in "Paper Size" is automatically used for printing.

- **When [Paper Source] is selected...**
  Printing will take place using the selected tray regardless of the "Paper Size" setting.

- **When [Paper Type] is selected...**
  Printing will take place using the paper tray that contains the specified paper type and the size of paper set in "Paper Size".

NOTES

- Special media can also be placed in the bypass tray. For the procedure for loading paper and other media in the bypass tray, see "Loading paper in the bypass tray" in the operation manual (for general information and copier operation).
- The paper size and paper type settings for each tray and whether or not the paper loaded in each tray can be used for printing are specified in the "Paper tray settings" in the system settings of the machine. For more information, see the operation manual (for general information and copier operation).
- To select the [Paper Source] or [Paper Type] when printing, the tray settings must be configured on the [Configuration] tab of the printer properties window.

USING ACCOUNT NUMBERS WHEN PRINTING

When "Auditing mode" is enabled in the administrator settings, a count can be kept of the number of pages printed by each user. The counts can be viewed and totaled whenever needed. Account numbers for printing are set in the administrator settings. For more information, see the administrator settings guide.

1

Open the printer driver properties window from the print window of the software application.

(1) Select the printer driver of the machine.

(2) Click the [Preferences] button.

(1)

(2)

- -

NOTE

The button that is used to open the printer driver properties window (usually [Properties] or [Printing Preferences]) may vary depending on the software application.

2

(1) **(2)**

**Enter your account number.**

(1) Click the [Job Handling] tab.

(2) Enter your account number.
Enter your account number (5-digit number).

(3) Click the [OK] button.

(3)

NOTE
To have a confirmation window appear before printing starts, select the [Auto Job Control Review] checkbox so that a checkmark ☑ appears.

3
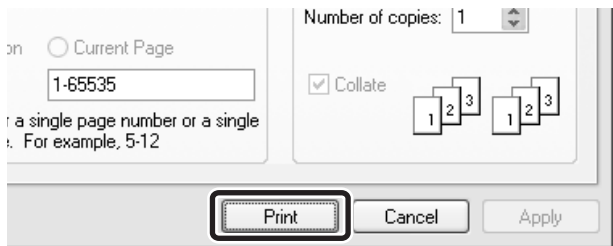
Start printing.

NOTE
Printing is normally possible without entering your account number. (In this case, the printed pages will be added to the "Others" count.) If printing without a valid account number is prohibited in the administrator settings of the machine, printing will not be possible if your account number is not entered or an incorrect number is entered.

VIEWING PRINTER DRIVER HELP

When selecting settings in the printer driver, you can display Help to view explanations of the settings.
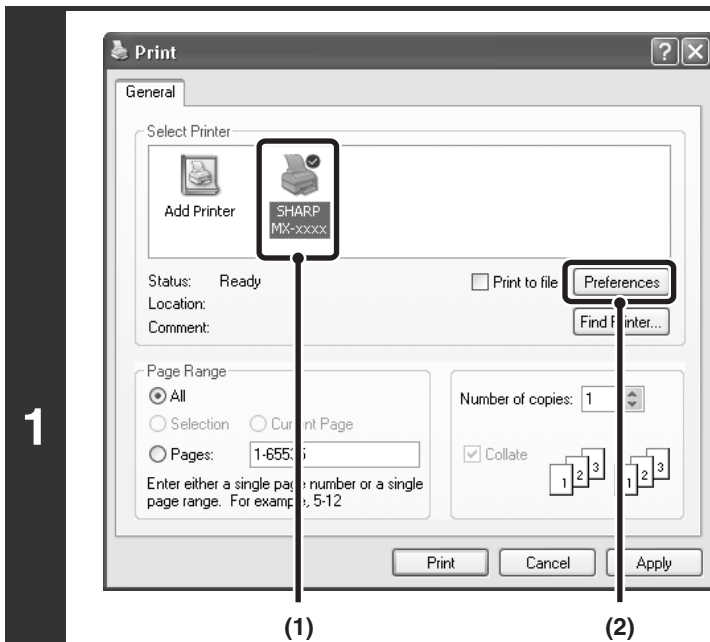
1

(1) **(2)**

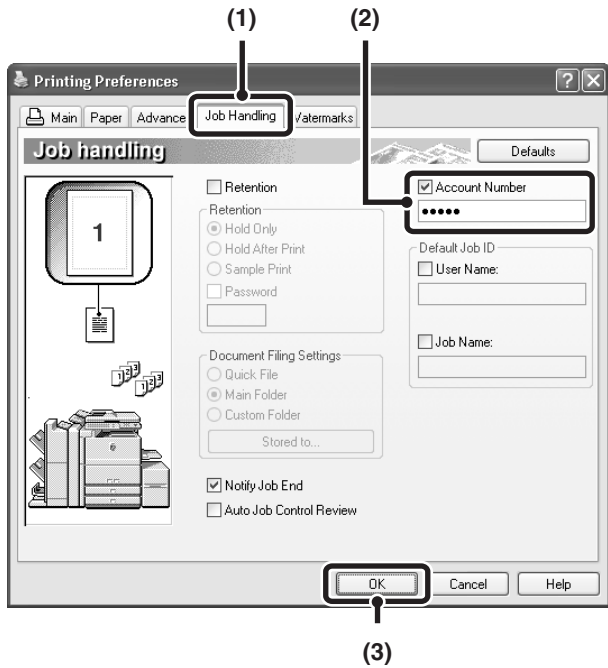**Open the printer driver properties window from the print window of the software application.**

(1) Select the printer driver of the machine.

(2) Click the [Preferences] button.

NOTE
The button that is used to open the printer driver properties window (usually [Properties] or [Printing Preferences]) may vary depending on the software application.

2
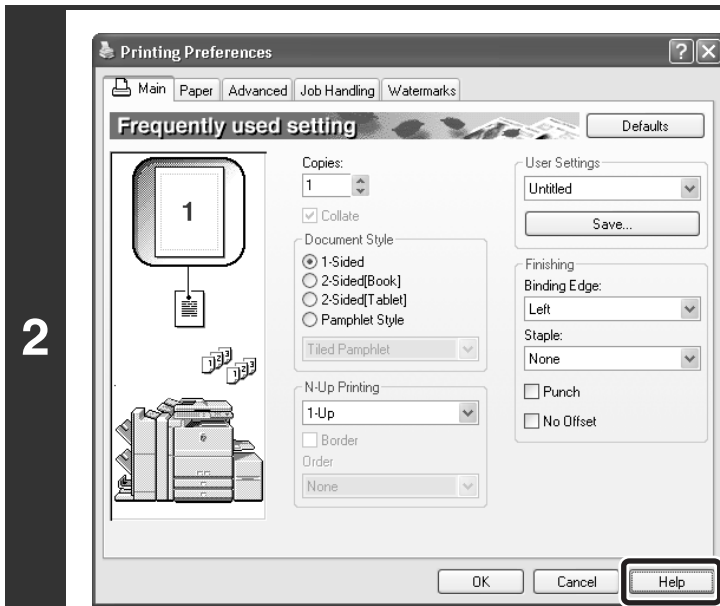
Click the [Help] button.

The Help window will open to let you view explanations of the settings on the tab.
To view Help for settings in a dialog box, click the green text at the top of the Help window.

Pop-up help

To view Help for a setting, click the button in the upper right-hand corner of the printer driver properties window and then click the setting.
You can also view the same Help by right-clicking the setting and clicking the [Help] box that appears.

Information icon

Some restrictions exist on the combinations of settings that can be selected in the printer driver properties window.
When a restriction exists on a selected setting, an information icon ( ) will appear next to the setting. Click the icon to view an explanation of the restriction.

SAVING FREQUENTLY USED PRINT SETTINGS

Settings configured on each of the tabs at the time of printing can be saved as user settings. Saving frequently used settings or complex settings under an assigned name makes it easy to select those settings the next time you need to use them.

SAVING SETTINGS AT THE TIME OF PRINTING
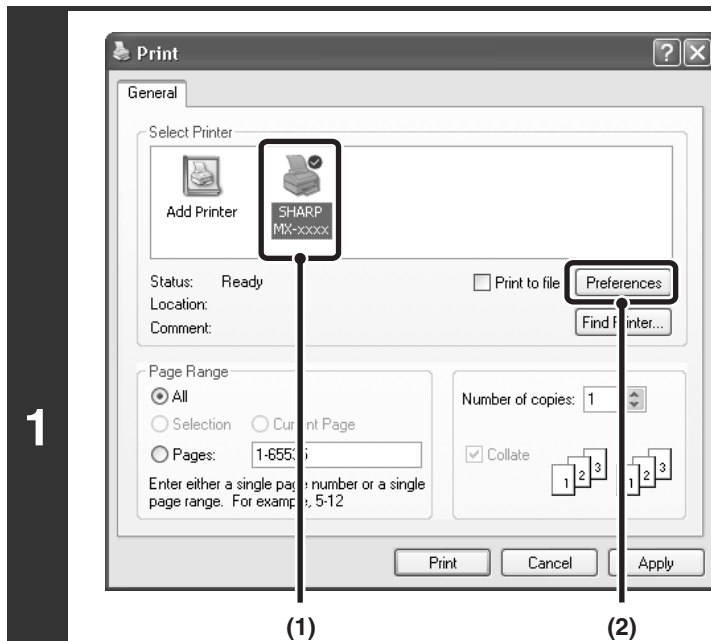
1

(1)   **(2)**

Open the printer driver properties window from the print window of the software application.

(1) Select the printer driver of the machine.

(2) Click the [Preferences] button.

NOTE
The button that is used to open the printer driver properties window (usually [Properties] or [Printing Preferences]) may vary depending on the software application.

2

(1)   **(2)**
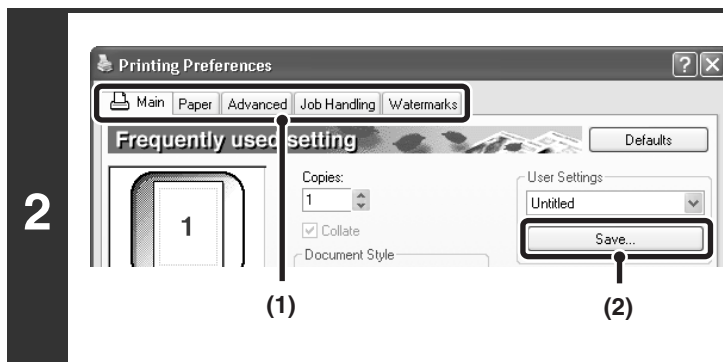
Save the print settings.

(1) Configure print settings on each tab.

(2) Click the [Save] button.

3
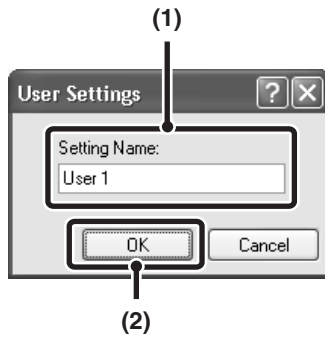
Save the settings.

(1) **Enter a name for the settings (maximum of 20 characters).**

(2) **Click the [OK] button.**

4
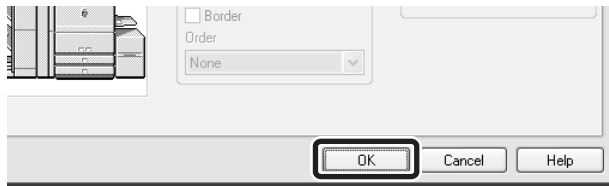
Click the [OK] button.

5
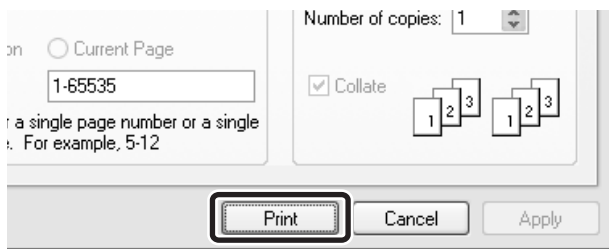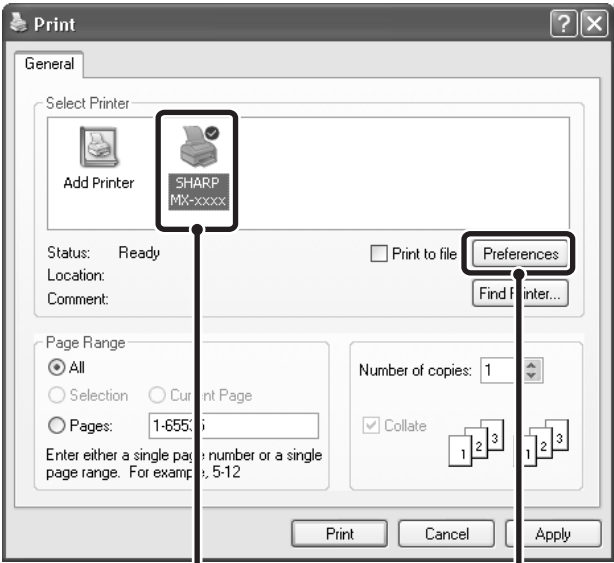
Start printing.

NOTES
• Up to 30 sets of user settings can be saved.
• The following items cannot be saved in user settings.
  • A watermark that you created
  • Paper insertion settings
  • Overlay file
  • Tab paper print settings

USING SAVED SETTINGS

|		
1	(1) (2)	**Open the printer driver properties window from the print window of the software application.** **(1) Select the printer driver of the machine.** **(2) Click the [Preferences] button.**
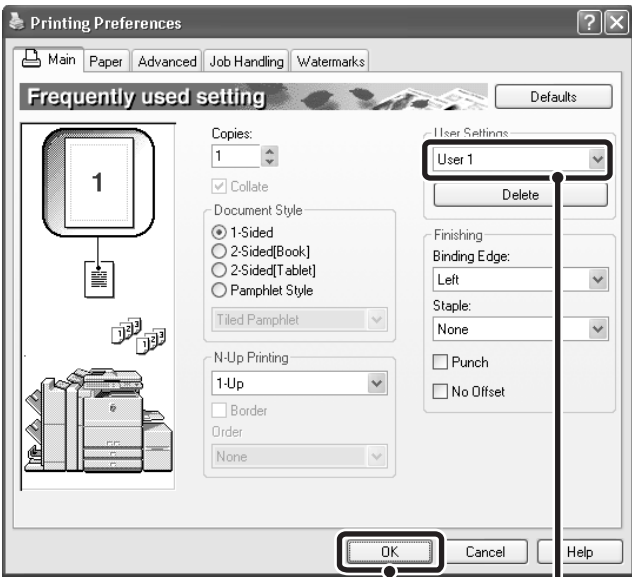
NOTE

The button that is used to open the printer driver properties window (usually [Properties] or [Printing Preferences]) may vary depending on the software application.

2	(2) (1)	**Select the print settings.** **(1) Select the user settings that you wish to use.** **(2) Click the [OK] button.**

3		**Start printing.**

Deleting saved settings

Select the user settings that you want to delete in (1) of step 2 above, and click the [Delete] button.

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CHANGING THE PRINTER DRIVER DEFAULT SETTINGS

The default settings of the printer driver can be changed using the procedure below. The settings selected using this procedure are saved and become the default settings when printing from a software application. (Settings selected in the printer driver properties window when printing from an application remain in effect only while the application is in use.)

1
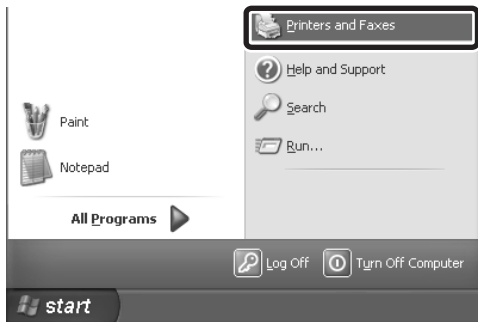
Click the [start] button and then click [Printers and Faxes].

In Windows 98/Me/NT 4.0/2000, click the [Start] button, point to [Settings], and then select [Printers].

NOTE

In Windows XP, if [Printers and Faxes] does not appear in the [start] menu, select [Control Panel], select [Printers and Other Hardware], and then select [Printers and Faxes].

2
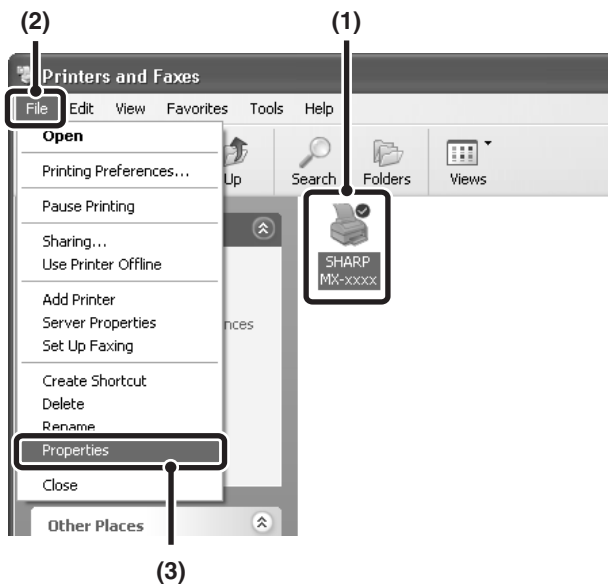
Open the printer properties window.

(1) Click the icon of the printer driver of the machine.

(2) Click the [File] menu.

(3) Select [Properties].

In Windows NT 4.0, select [Document Defaults] from the [File] menu to open the printer driver properties window. Go to step 4.

3
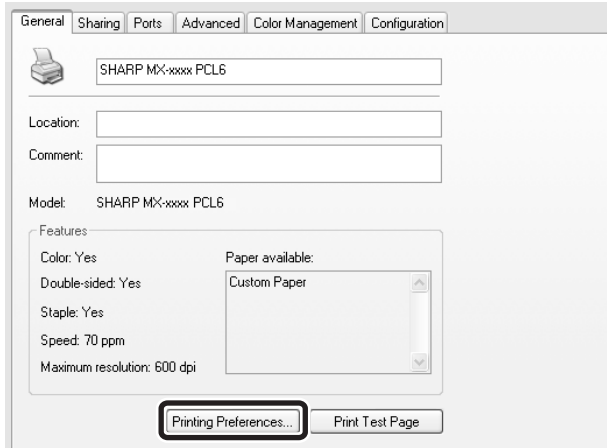
Click the [Printing Preferences] button on the [General] tab.

In Windows 98/Me, click the [Setup] tab.

4
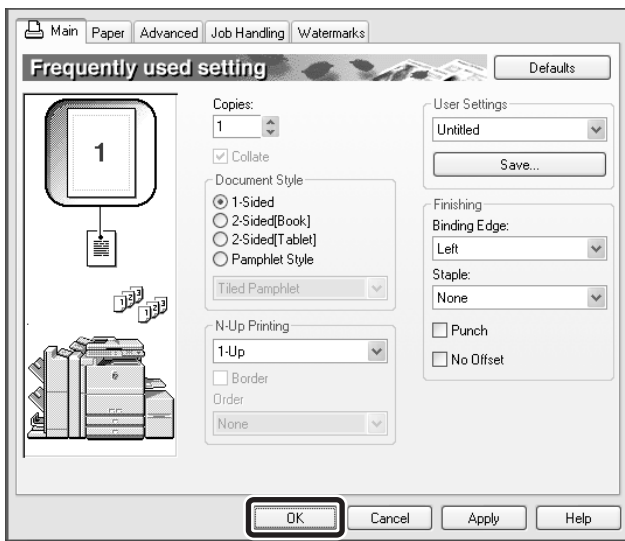
Configure the settings and click the [OK] button.

For explanations of the settings, see printer driver Help.

1-12

CHAPTER 2

PRINTING FROM A MACINTOSH

This chapter explains the basic procedures for printing in a Macintosh environment.

BASIC PRINTING PROCEDURE

The following example explains how to print a document from the standard accessory program "TextEdit" in Mac OS X ("SimpleText" in Mac OS 9).

> **NOTE**
>
> To use the machine as a printer in a Macintosh environment, the network function of the machine must be useable[*1] and the PS3 expansion kit must be installed. For the procedures for installing the PPD file and configuring the printer driver settings, see "SETUP IN A MACINTOSH ENVIRONMENT " in the software setup guide.
> *1 The MX-M550U/M620U/M700U requires the network expansion kit.

SELECTING PAPER SETTINGS

Select paper settings in the printer driver before selecting the print command.

Mac OS X

1
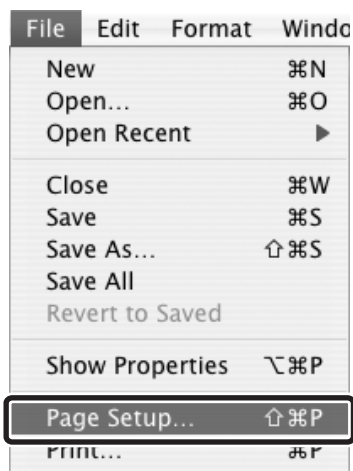
Select [Page Setup] from the [File] menu of TextEdit.

2
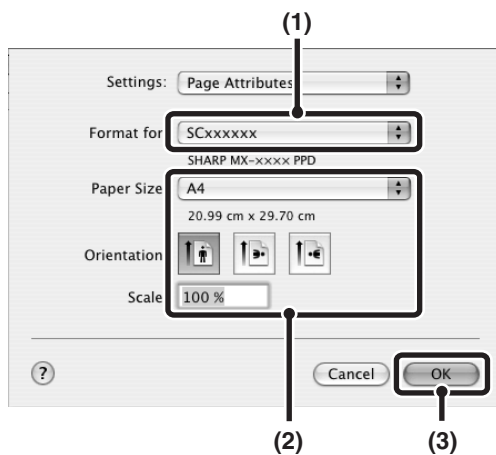
Select paper settings.

(1) Make sure that the correct printer is selected.

(2) Select paper settings.

The paper size, paper orientation, and enlarge/reduce can be selected.

(3) Click the [OK] button.

> **NOTE**
>
> The machine name that appears in the "Format for" menu is normally [SCxxxxxx]. ("xxxxxx" is a sequence of characters that varies depending on your machine model.)

Mac OS 9

1

File	Edit	Font	S
New	⌘N		
Open...	⌘O		
Close	⌘W		
Save	⌘S		
Save As...			
Page Setup...			
Print...	⌘P		
Print One Copy			
Quit	⌘Q		

Select [Page Setup] from the [File] menu of SimpleText.

2

(1)

LaserWriter 8 Page Setup   8.7.1

Page Attributes

Format for SCxxxxxx

Paper A4

Orientation

Scale 100 %

Cancel   OK

(2)   (3)

Select paper settings.

(1) Make sure that the correct printer is selected.

(2) Select paper settings.
The paper size, paper orientation, and enlarge/reduce can be selected.

(3) Click the [OK] button.

NOTE
The machine name that appears in the "Format for" menu is normally [SCxxxxxx]. ("xxxxxx" is a sequence of characters that varies depending on your machine model.)

2-3

PRINTING

Mac OS X

1	File Edit Format Windc New ⌘N Open... ⌘O Open Recent ▶ Close ⌘W Save ⌘S Save As... ⇧⌘S Save All Revert to Saved Show Properties ⌥⌘P Page Setup... ⇧⌘P Print... ⌘P	**Select [Print] from the [File] menu of TextEdit.**

NOTE

The menu used to execute printing may vary depending on the software application.

2	Printer SCxxxxxx Presets: Standard Copies & Pages Copies: 1 ☑ Collated Pages: ● All ○ From: 1 to: 1 ? PDF ▼ Preview Cancel Print	**Make sure that the correct printer is selected.**

NOTE

The machine name that appears in the "Printer" menu is normally [SCxxxxxx]. ("xxxxxx" is a sequence of characters that varies depending on the machine model.)

3	Printer: SCxxxxxx Presets: Standard ✓ Copies & Pages Layout Scheduler Copies: Paper Handling Pages: ColorSync Cover Page Error Handling Paper Feed Job Handling Watermarks ? PDF ▼ Pre IP Printing Settings Cancel Print	**Select print settings.** Click 🔼 next to [Copies & Pages] and select the settings that you wish to configure from the pull-down menu. The corresponding setting screen will appear.

4
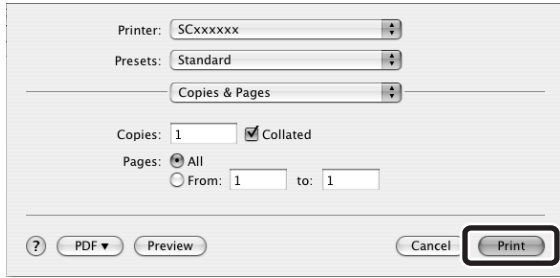
Click the [Print] button.

Printing begins.

Mac OS 9

1

Select [Print] from the [File] menu of SimpleText.

NOTE
The menu used to execute printing may vary depending on the software application.
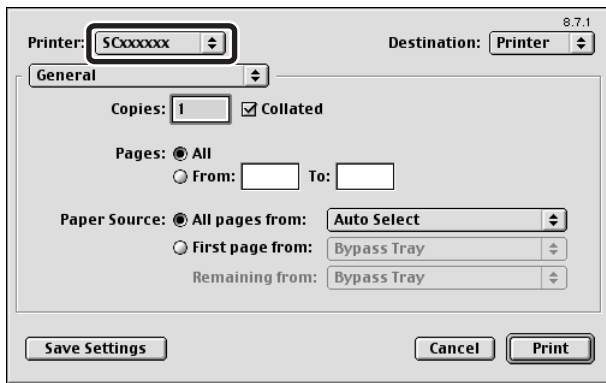
2

Make sure that the correct printer is selected.

NOTE
The machine name that appears in the "Printer" menu is normally [SCxxxxxx]. ("xxxxxx" is a sequence of characters that varies depending on your machine model.)

3
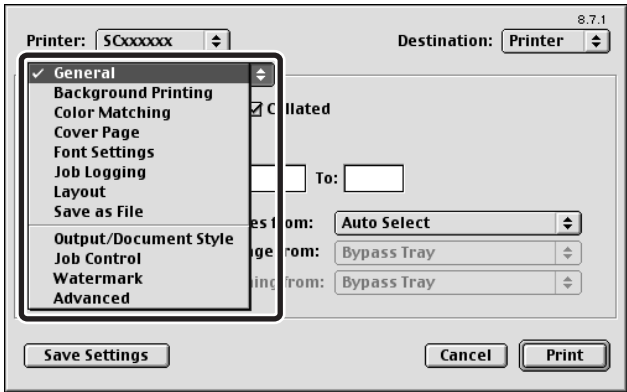
Select print settings.

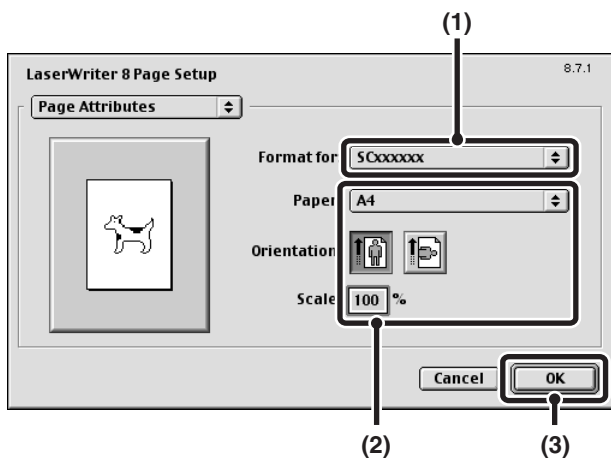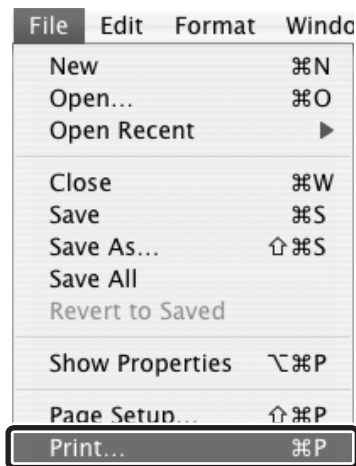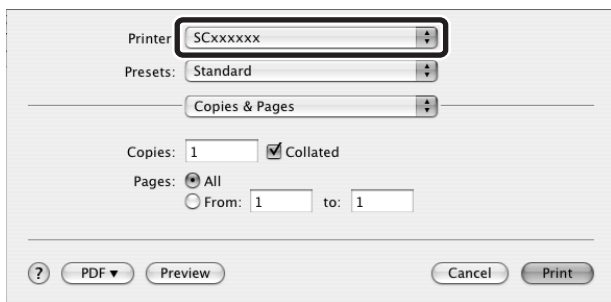Click ⬍ next to [General] and select the settings that you wish to configure from the pull-down menu. The corresponding setting screen will appear.

4
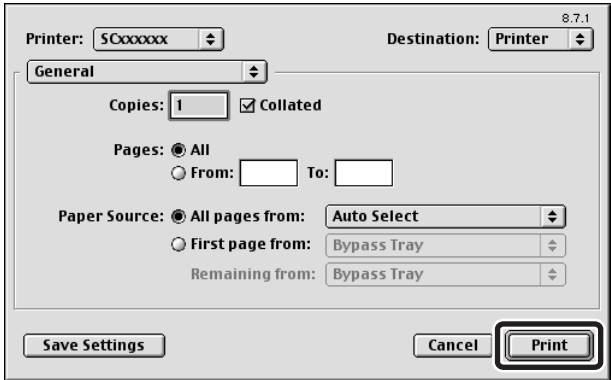
Click the [Print] button.

Printing begins.

SELECTING THE PAPER

This section explains the [Paper Feed] settings ("Paper Source" setting in [General] in Mac OS 9) in the print settings window.

- **When [Auto Select] is selected...**
  The tray that contains the size of paper set in "Paper Size" in the page settings screen is automatically used for printing.
- **When the paper tray is selected...**
  Printing will take place using paper from the selected tray regardless of the "Paper Size" setting in the page settings screen.
- **When the paper type is selected...**
  Printing will take place using paper from the paper tray that contains the specified paper type and the size of paper set in "Paper Size" in the page settings screen.

NOTES

- Special media can also be placed in the bypass tray. For the procedure for loading paper and other media in the bypass tray, see "Loading paper in the bypass tray" in the operation manual (for general information and copier operation).
- The paper size and paper type settings for each tray and whether or not the paper loaded in each tray can be used for printing are specified in the "Paper tray settings" in the system settings of the machine. For more information, see the operation manual (for general information and copier operation).

USING ACCOUNT NUMBERS WHEN PRINTING

When "Auditing mode" is enabled in the administrator settings, a count can be kept of the number of pages printed by each user. The counts can be viewed and totaled whenever needed. Account numbers for printing are set in the administrator settings. For more information, see the administrator settings guide.

Mac OS X

(This function cannot be used in Mac OS X v10.1.5.)
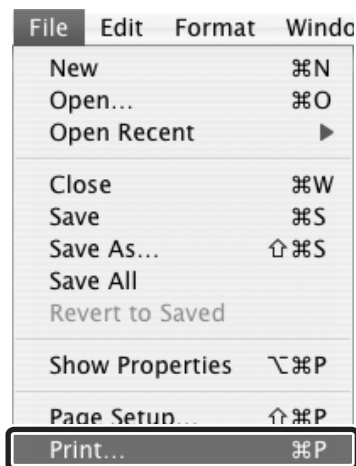
1	File Edit Format Windo New ⌘N Open... ⌘O Open Recent ▶ Close ⌘W Save ⌘S Save As... ⇧⌘S Save All Revert to Saved Show Properties ⌥⌘P Page Setup... ⇧⌘P Print... ⌘P	**Select [Print] from the application's [File] menu.**

NOTE
The menu used to execute printing may vary depending on the software application.

2	(1) Printer: SCxxxxxx Presets: Standard ✓ Copies & Pages Layout Scheduler Copies: Paper Handling Pages: ColorSync Cover Page Error Handling Paper Feed ? PDF ▼ Pr Job Handling Cancel Print Watermarks (2)	**Display the job handling screen.** (1) **Make sure that the machine's printer name is selected.** (2) **Select [Job Handling].**

NOTE
The machine name that appears in the "Printer" menu is normally [SCxxxxxx]. ("xxxxxx" is a sequence of characters that varies depending on the machine model.)

3

Start printing.

(1) Enter your account number.

Enter your account number (5-digit number).

(2) Click the [Print] button.

(1)　　　　　　　　　(2)
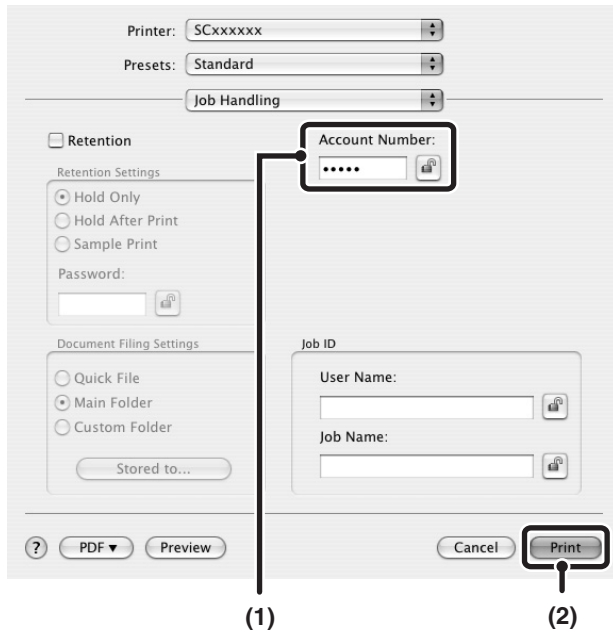
NOTE

You can click the 🔓 (lock) button after entering your account number, to simplify operation the next time you wish to print based on the same account number.

NOTES

• Printing is normally possible without entering your account number. (In this case, the printed pages will be added to the "Others" count.) If printing without a valid account number is prohibited in the administrator settings of the machine, printing will not be possible if your account number is not entered or an incorrect number is entered.

• In Mac OS X v10.1.5, the machine's account number function cannot be used. For this reason, if printing without a valid account number is prohibited in the administrator settings, printing will not be possible.

Mac OS 9

1

Select [Print] from the application's [File] menu.

NOTE

The menu used to execute printing may vary depending on the software application.
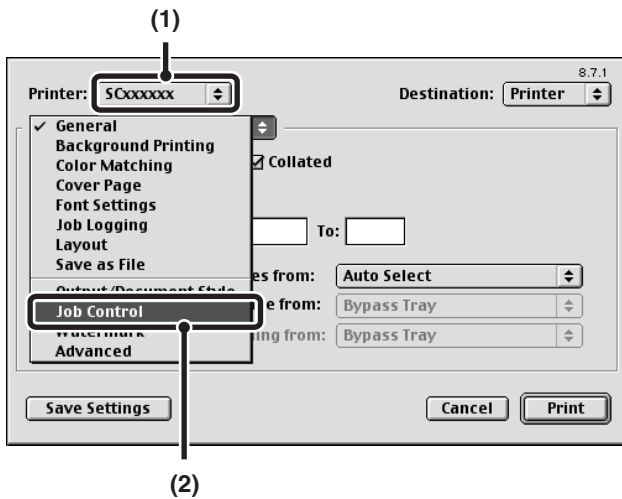
Display the job control screen.

(1) Make sure that the machine's printer name is selected.

(2) Select [Job Control].

2
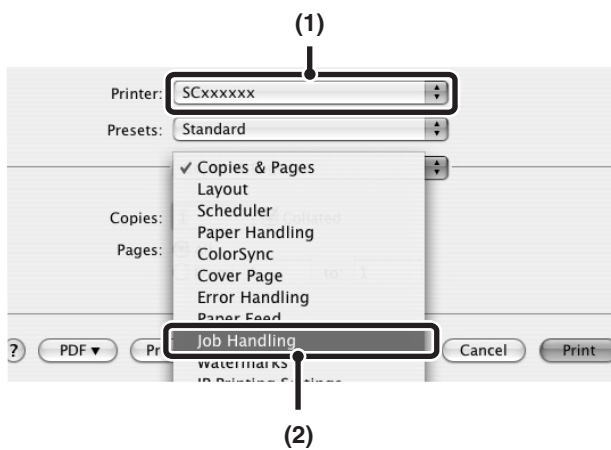
NOTE
The machine name that appears in the "Printer" menu is normally [SCxxxxxx]. ("xxxxxx" is a sequence of characters that varies depending on the machine model.)

Start printing.

(1) Enter your account number.
Enter your account number (5-digit number).

(2) Click the [Print] button.

3

NOTE
Printing is normally possible without entering your account number. (In this case, the printed pages will be added to the "Others" count.) If printing without a valid account number is prohibited in the administrator settings of the machine, printing will not be possible if your account number is not entered or an incorrect number is entered.

CHAPTER 3

FREQUENTLY USED FUNCTIONS

This chapter explains frequently used print functions.

FREQUENTLY USED FUNCTIONS

This chapter explains frequently used functions.

The explanations assume that the paper size and other basic settings have already been selected. For the basic procedure for printing and the steps for opening the printer driver properties window, see the following section:
☞ Windows: BASIC PRINTING PROCEDURE (page 1-2)
☞ Macintosh: BASIC PRINTING PROCEDURE (page 2-2)
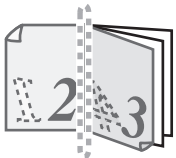
NOTE
In Windows, view printer driver Help for details on printer driver settings for each printing function.

TWO-SIDED PRINTING

The machine can print on both sides of the paper. This function is useful for many purposes, and is particularly convenient when you want to create a simple pamphlet. Two-sided printing also helps conserve paper.

Paper orientation	Print results			
	Windows	Macintosh	Windows	Macintosh
Vertical	2-Sided(Book)	Long-edged binding (Flip on long edge)	2-Sided(Tablet)	Short-edged binding (Flip on short edge)
	Windows	Macintosh	Windows	Macintosh
Horizontal	2-Sided(Book)	Short-edged binding (Flip on short edge)	2-Sided(Tablet)	Long-edged binding (Flip on long edge)
	The pages are printed so that they can be bound at the side.		The pages are printed so that they can be bound at the top.	

Windows

(1)   (2)
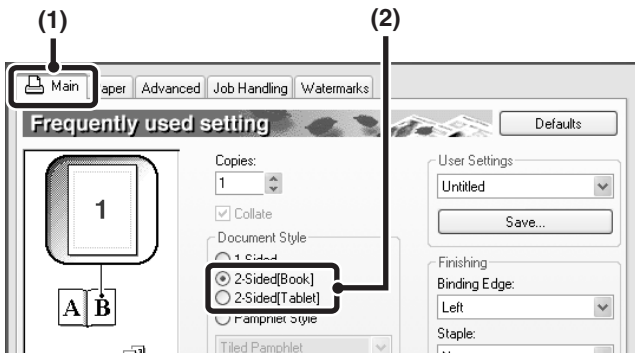
(1) Configure the settings on the [Main] tab.

(2) Select [2-Sided[Book]] or [2-Sided[Tablet]].

Macintosh

Mac OS X

(1)   (2)
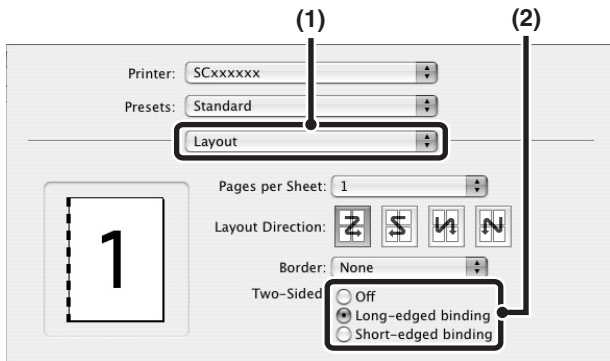
(1) Select [Layout].

(2) Select [Long-edged binding] or [Short-edged binding].

- -

NOTES
- In Mac OS X v10.1.5, select the settings in [Duplex].
- In Mac OS X v10.2.8, select the settings in [Advanced].

Mac OS 9

(1)   (2)
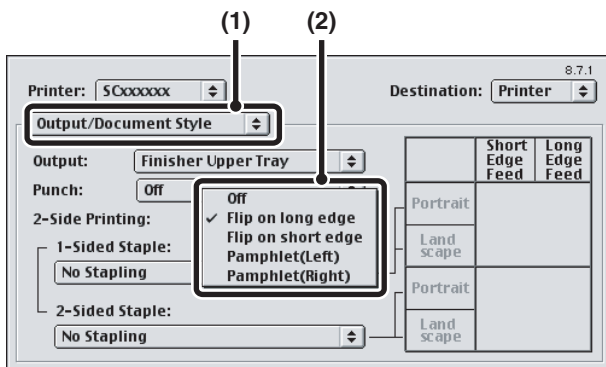
(1) Select [Output/Document Style].

(2) Select [Flip on long edge] or [Flip on short edge].

FITTING THE PRINT IMAGE TO THE PAPER

This function is used to automatically enlarge or reduce the printed image to match the size of the paper loaded in the machine.

This is convenient for such purposes as enlarging an A4 or letter size document to A3 or ledger size to make it easier to view, and to print when the same size of paper as the document image is not loaded in the machine.

A4 or Letter   A3 or Ledger
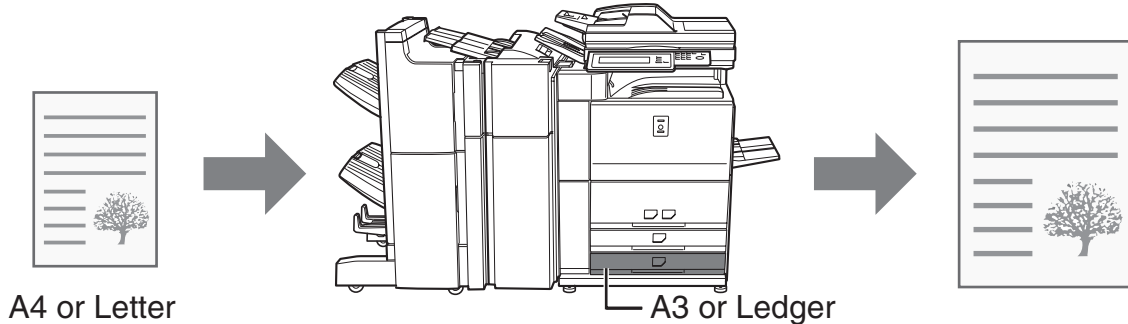
The following example explains how to print an A4 size document on A3 size paper.

Windows
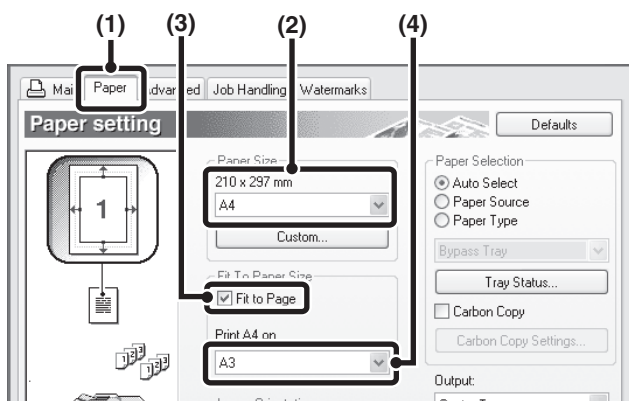
(1) Click the [Paper] tab.

(2) Select the size of the print image (for example: A4).

(3) Select [Fit to Page].

(4) Select the actual paper size to be used for printing (for example: A3).

Macintosh

(This function can only be used in Mac OS X v10.4 to 10.4.8.)
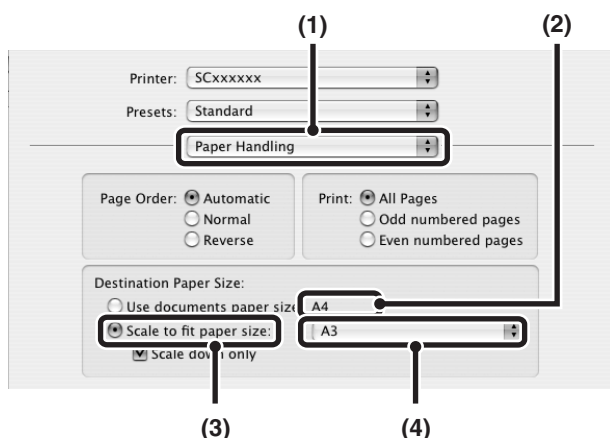
(1) Select [Paper Handling].

(2) Check the size of the print image (for example: A4).

To change the print image size, use the "Paper Size" menu that appears when [Page Setup] is selected.

(3) Select [Scale to fit paper size].

(4) Select the actual paper size to be used for printing (for example: A3).

3-4

PRINTING MULTIPLE PAGES ON ONE PAGE

This function can be used to reduce the print image and print multiple pages on a single sheet of paper.
This is convenient when you want to print multiple images such as photos on a single sheet of paper, and when you want to conserve paper. This function can also be used in combination with two-sided printing for maximum conservation of paper.
For example, when [2-Up] (2 pages per sheet) and [4-Up] (4 pages per sheet) are selected, the following print results will be obtained, depending on the order selected.

N-Up (Pages per sheet)	Print results		
	Left To Right	Right To Left	Top To Bottom (When the print orientation is landscape)
2-Up (2 pages per sheet)	*1 2* *3 4*	*2 1* *4 3*	*1 2* *3 4*

N-Up (Pages per sheet)	Right, and Down	Down, and Right	Left, and Down	Down, and Left
4-Up (4 pages per sheet)	*1 2* *3 4*	*1 3* *2 4*	*2 1* *4 3*	*3 1* *4 2*

NOTES

- The page orders for 6-Up, 8-Up, 9-Up, and 16-Up are the same as for 4-Up.
- In a Windows environment, the page order can be viewed in the print image in the printer driver properties window.
- In a Macintosh environment, the page orders are displayed as selections.
- In a Macintosh environment, the number of pages that can be printed on a single sheet is 2, 4, 6, 9, or 16.

Windows

(1)

(2) (3) (4)
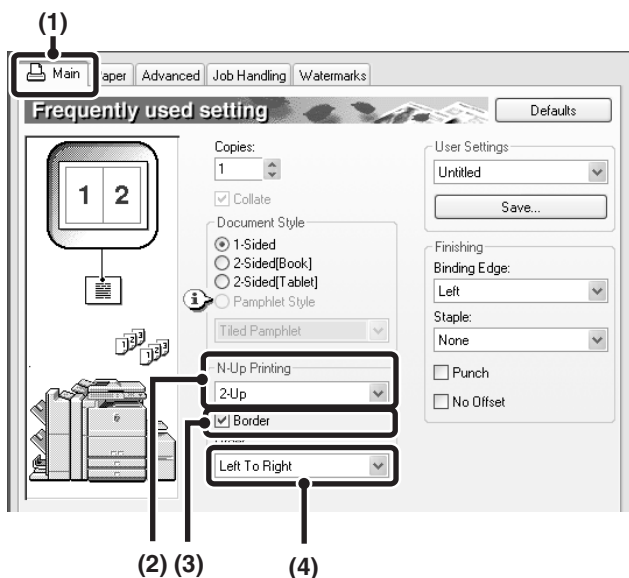
(1) **Configure the settings on the [Main] tab.**

(2) **Select the number of pages per sheet.**

(3) **If you wish to print borderlines, click the [Border] checkbox so that a checkmark ☑ appears.**

(4) **Select the order of the pages.**
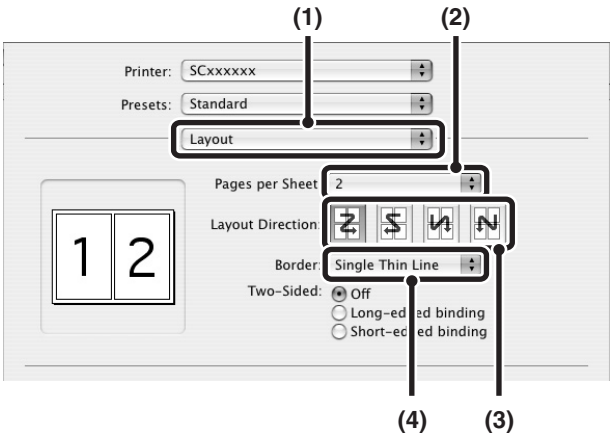
3-5

Macintosh

Mac OS X

(1) **Select [Layout].**

(2) **Select the number of pages per sheet.**

(3) **Select the order of the pages.**

(4) **If you wish to print borderlines, select the desired type of borderline.**

Mac OS 9
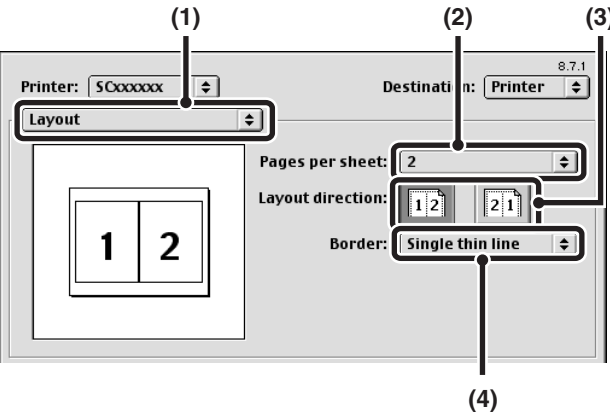
(1) **Select [Layout].**

(2) **Select the number of pages per sheet.**

(3) **Select the order of the pages.**

(4) **If you wish to print borderlines, select the desired type of borderline.**

3-6
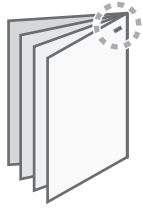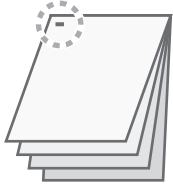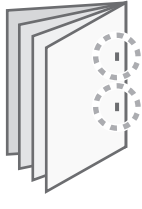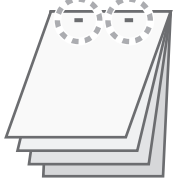
STAPLING OUTPUT/PUNCHING HOLES IN OUTPUT

Staple function

The staple function can be used to staple output.

This function saves considerable time when preparing handouts for a meeting or other stapled materials. The staple function can also be used in combination with two-sided printing to create materials with a more sophisticated appearance.

Stapling positions and the number of staples can be selected to obtain the following stapling results.

Staples	Left	Right	Top
1 Staple			
2 Staples			

Punch function

The punch function can be selected to punch holes in printed output. Punch hole positions can be set by selecting the binding edge.

Left	Right	Top

NOTES

- To use the staple function, a finisher or saddle stitch finisher is required.
- To use the punch function, a punch module must be installed on the finisher or saddle stitch finisher.
- The number of holes that can be punched and the spacing between the holes varies depending on the installed punch module.
- The maximum number of A4, letter, and B5 size sheets that can be stapled is 50. For other sizes, the maximum number is 30. For pamphlet stapling, the maximum number of sheets is 15. The maximum number of sheets that can be stapled at once includes any covers and/or inserts that are inserted.
- The staple function cannot be used in combination with the offset function, which offsets the position of each output job from the previous job.
- When the finisher is disabled in the machine's administrator settings, the staple function and punch function cannot be used.
- When the staple function or the punch function is disabled in the machine's administrator settings, stapling or punching is not possible.
- For information on the saddle stitch function, see "CREATING A PAMPHLET (Pamphlet/Pamphlet Staple)" (page 4-2).

Windows
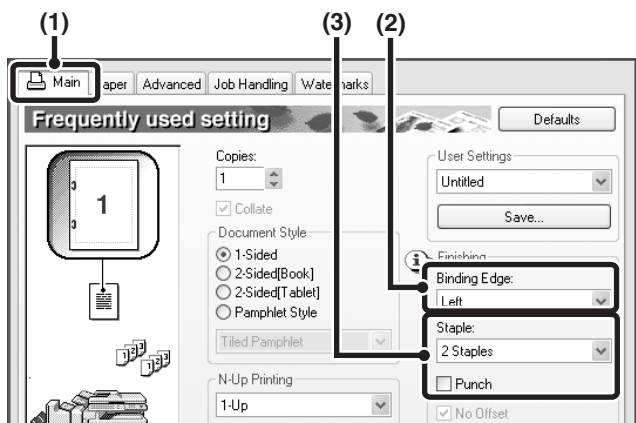
(1) Configure the settings on the [Main] tab.

(2) Select the binding edge.

(3) Select the staple function or the punch function.

- For the staple function, select the number of staples in the "Staple" menu.
- For the punch function, click the [Punch] checkbox so that a checkmark ✔ appears.

Macintosh

Mac OS X
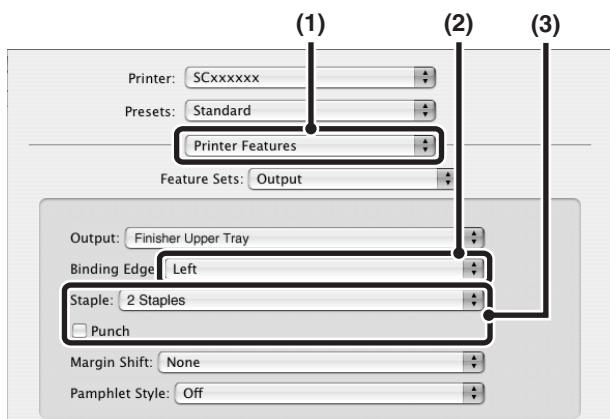
(1) Select [Printer Features].

(2) Select the "Binding Edge".

(3) Select the staple function or the punch function.

- For the staple function, select the number of staples in the "Staple" menu.
- For the punch function, click the [Punch] checkbox so that a checkmark ✔ appears.

NOTES

- In Mac OS X v10.1.5, the binding edge cannot be selected. If the paper is oriented vertically, the binding edge will be the left edge. If the paper is oriented horizontally, the binding edge will be the bottom edge. Select the staple settings or punch settings on the [Output] tab of [Printer Features].
- In Mac OS X v10.2.8, select the settings in [Advanced].

Mac OS 9
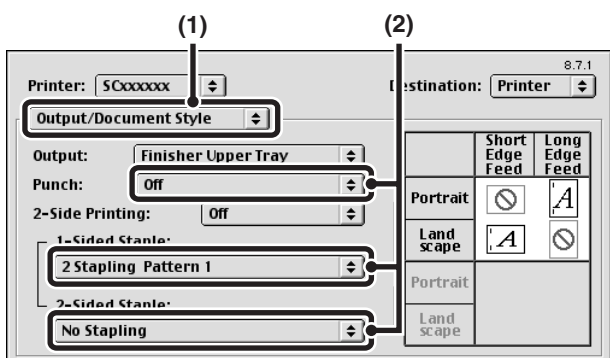
(1) Select [Output/Document Style].

(2) Select the staple function or the punch function.

- If you are stapling, select the stapling pattern from the "1-Sided Staple" menu or the "2-Sided Staple" menu. After a pattern is selected, a print image showing the binding edge will appear.
- If you are punching, select the binding edge from the "Punch" menu.

3-8

CHAPTER 4

CONVENIENT PRINT FUNCTIONS

This chapter explains convenient print functions.

CONVENIENT PRINTING FUNCTIONS

This chapter explains convenient functions for specific printing objectives.

The explanations assume that the paper size and other basic settings have already been selected. For the basic procedure for printing and the steps for opening the printer driver properties window, see the following section:
☞ Windows: BASIC PRINTING PROCEDURE (page 1-2)
☞ Macintosh: BASIC PRINTING PROCEDURE (page 2-2)

NOTE
In Windows, view printer driver Help for details on printer driver settings for each printing function.

CREATING A PAMPHLET (Pamphlet/Pamphlet Staple)

The pamphlet function prints on the front and back of each sheet of paper so that the sheets can be folded and bound to create a pamphlet. This is convenient when you wish to compile printed output into a pamphlet. When a saddle stitch finisher is installed and saddle stitch printing and the staple function are selected, the output is automatically folded and stapled at the centre. This allows you to conveniently use the output as a handout or pamphlet without the need for any further work.

Windows

(1)   (2)   (3)
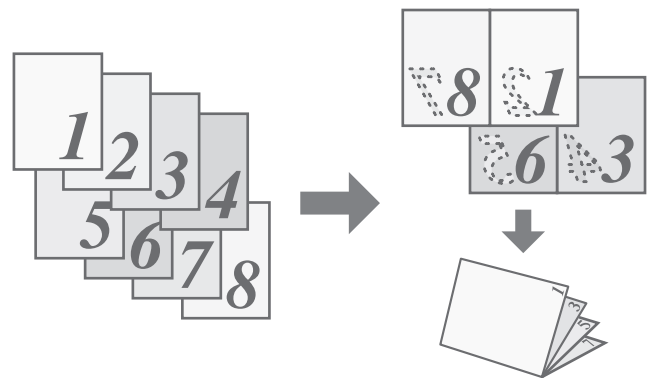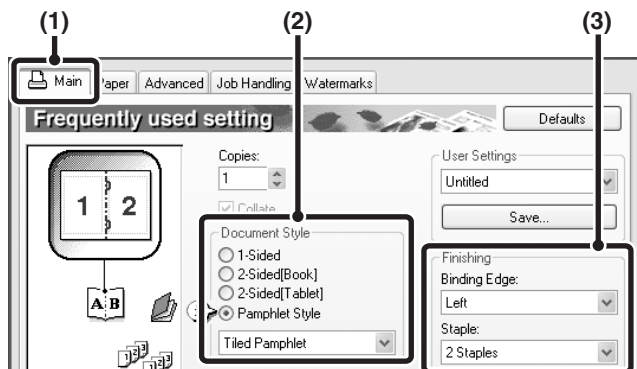
(1) **Configure the settings on the [Main] tab.**

(2) **Select [Pamphlet Style]**

The pamphlet printing method can be selected from the pull-down menu.

(3) **Select the "Binding Edge".**

[2 Staples] can be selected for "Staple" when a saddle stitch finisher is installed.

4-2

Macintosh

Mac OS X

(This function cannot be used in Mac OS X v10.1.5.)

(1)   **(2)**

(3)
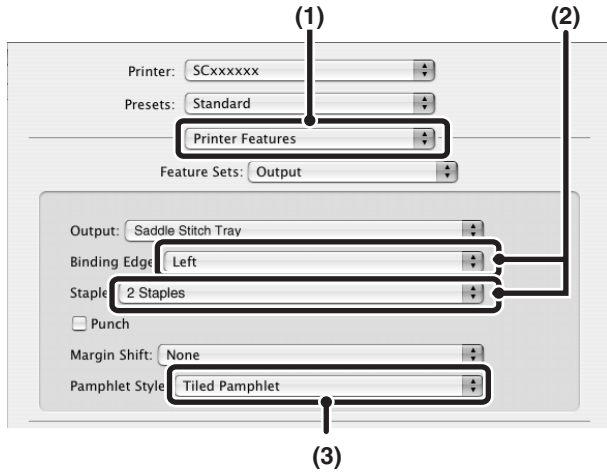
(1) Select [Printer Features].

(2) Select the "Binding Edge".

[2 Staples] can be selected in the "Staple" menu when a saddle stitch finisher is installed.

(3) Select [Tiled Pamphlet] or [2-Up Pamphlet].

- -

NOTE

In Mac OS X v10.2.8, select from the "2-Side Printing" and "Binding Edge" menus in [Advanced].

Mac OS 9

(1)   **(2)**

(3)
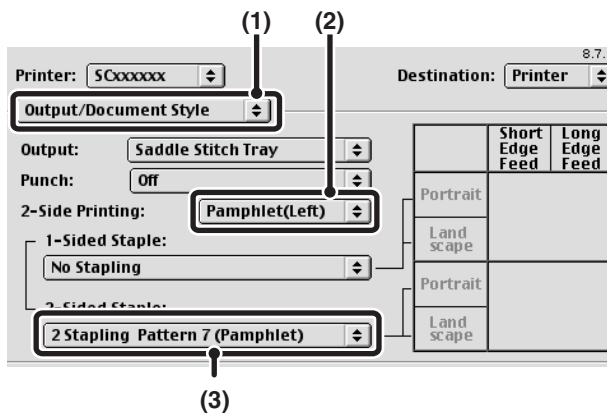
(1) Select [Output/Document Style].

(2) Select [Pamphlet(Left)] or [Pamphlet(Right)].

(3) To staple, select [2 Stapling Pattern 7 (Pamphlet)].

[2 Stapling Pattern 7 (Pamphlet)] can be selected when a saddle stitch finisher is installed.

INCREASING THE MARGIN (Margin Shift)

This function is used to shift the print image to increase the margin at the left, right, or top of the paper. This is convenient when you wish to staple or punch the output but the binding area overlaps the text. When a finisher or saddle stitch finisher is installed, the staple function or the punch function can be used with this function.
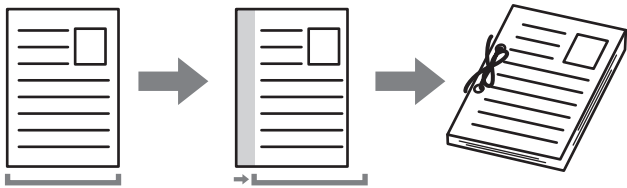
Windows
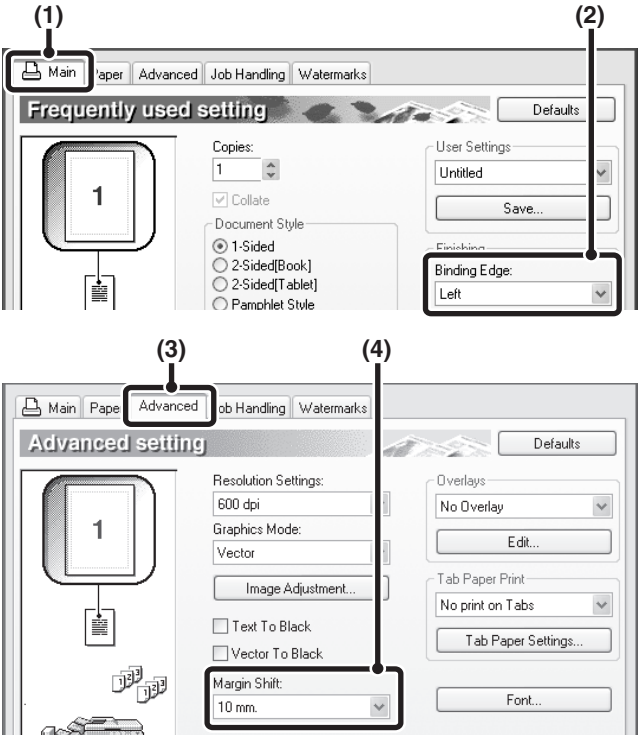
(1) Configure the settings on the [Main] tab.

(2) Select the "Binding Edge".

(3) Click the [Advanced] tab.

(4) Select the "Margin Shift".

Macintosh

Mac OS X
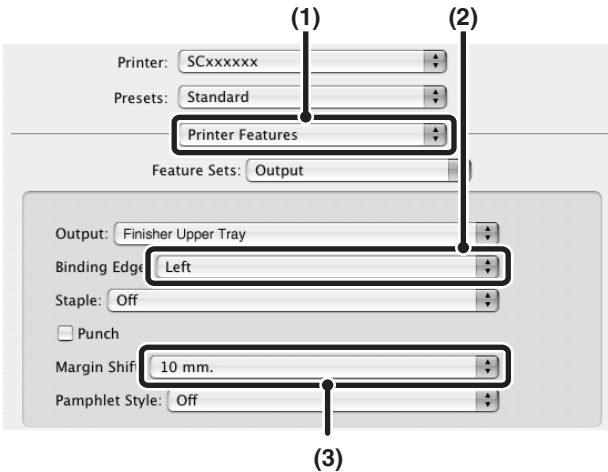
(1) Select [Printer Features].

(2) Select the "Binding Edge".

(3) Select the "Margin Shift".

NOTES

• In Mac OS X v10.1.5, the binding edge cannot be selected. If the paper is oriented vertically, the binding edge will be the left edge. If the paper is oriented horizontally, the binding edge will be the bottom edge. Select the margin shift setting from the "Margin Shift" menu on the [Advanced] tab of [Printer Features].

• In Mac OS X v10.2.8, select from the "Binding Edge" and "Margin Shift" menus in [Advanced].

4-4

Mac OS 9
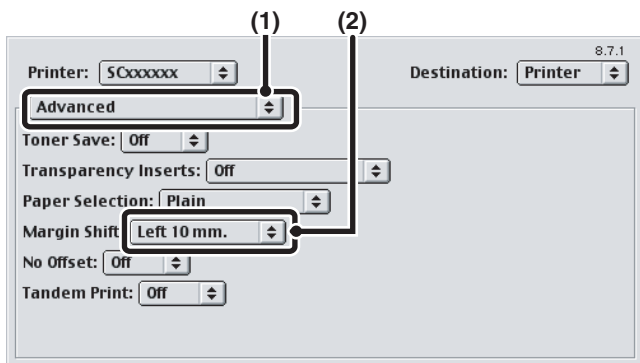
(1) **Select [Advanced].**

(2) **Select the binding edge and margin shift.**

4-5

ROTATING THE PRINT IMAGE 180 DEGREES (Rotate 180 degrees)

This feature rotates the image 180 degrees so that it can be printed correctly on paper that can only be loaded in one orientation (such as envelopes or paper with punch holes). (In Mac OS X, a portrait image cannot be rotated 180 degrees.)
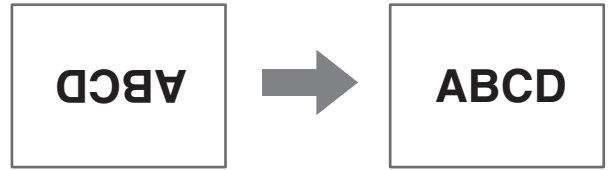
Windows
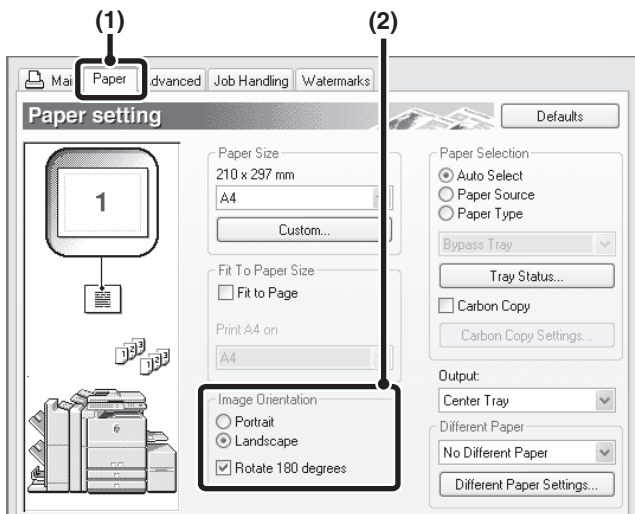
(1) **Click the [Paper] tab.**

(2) **Select the [Rotate 180 degrees] checkbox ☑.**

Macintosh

Mac OS X
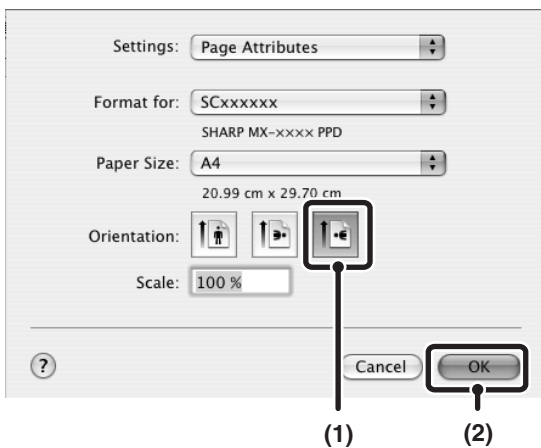
(1) **Select [Page Setup] from the [File] menu and click the button.**

(2) **Click the [OK] button.**

Mac OS 9
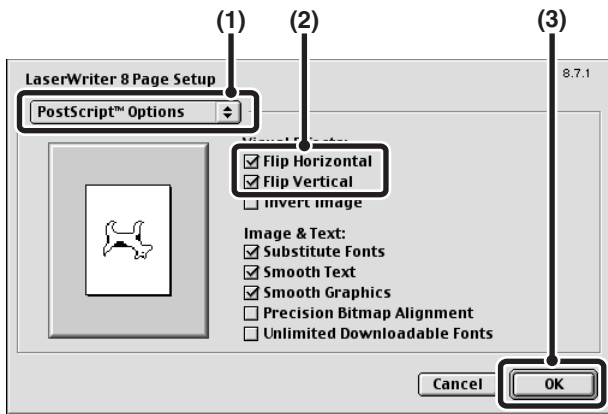
(1) **Select [Page Setup] from the [File] menu and select [PostScript Options].**

(2) **Select the [Flip Horizontal] and [Flip Vertical] checkboxes** ☑ **.**

The print image will show an image of the print result.

(3) **Click the [OK] button.**

ENLARGING/REDUCING THE PRINT IMAGE (Scale/XY-Zoom)

This function is used to enlarge or reduce the image to a selected percentage. This allows you to enlarge a small image or add margins to the paper by slightly reducing an image.

When using the PS printer driver (Windows), you can set the width and length percentages separately to change the proportions of the image. (XY-Zoom)
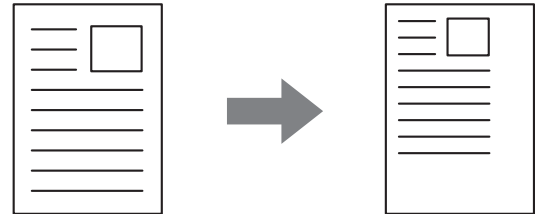
Windows

(Only the PS printer driver can be used.)
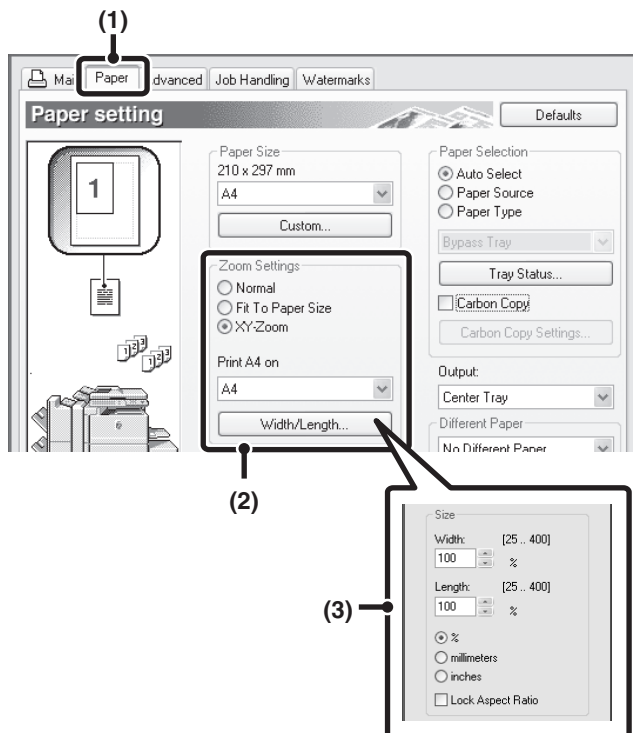
(1) **Click the [Paper] tab.**

(2) **Select [XY-Zoom] and click the [Width/Length] button.**

The actual paper size to be used for printing can be selected from the pull-down menu.

(3) **Select the zoom ratio.**

The horizontal and vertical ratios can be changed by directly entering numbers or by clicking the ↕ button. The [Lock Aspect Ratio] checkbox can be selected ☑ to change the ratios while keeping the aspect ratio fixed.

4-7

Macintosh

Mac OS X

(1)   (2)
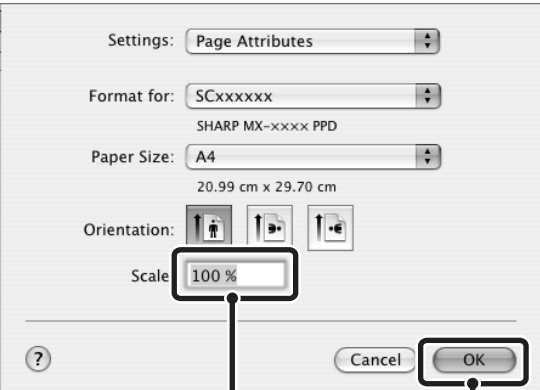
(1) Select [Page Setup] from the [File] menu and enter the ratio (%).
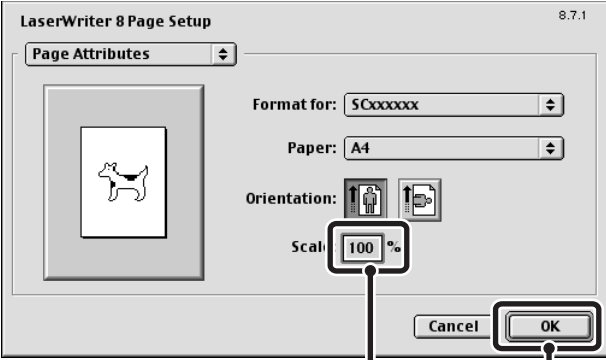
(2) Click the [OK] button.

Mac OS 9

(1)   (2)

(1) Select [Page Setup] from the [File] menu and enter the ratio (%).

(2) Click the [OK] button.

4-8

REVERSING THE IMAGE (Mirror Image)

The image can be reversed to create a mirror image.
This function can be used to conveniently print a design
for a woodblock print or other printing medium.
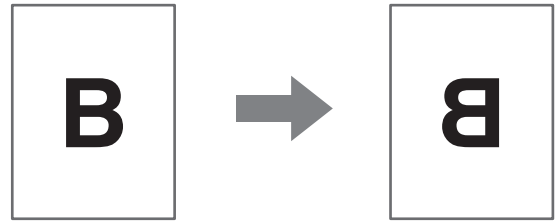
Windows

(This function can be used when the PS printer driver is used.)
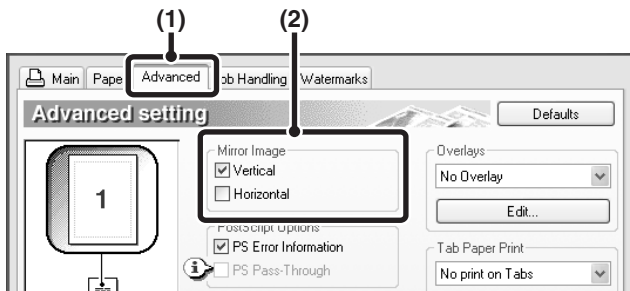
(1) **Click the [Advanced] tab.**

(2) **Select a mirror image setting.**

If you wish to reverse the image horizontally, select
[Horizontal]. If you wish to reverse the image vertically,
select [Vertical].

Macintosh

(This function can only be used in Mac OS 9.)
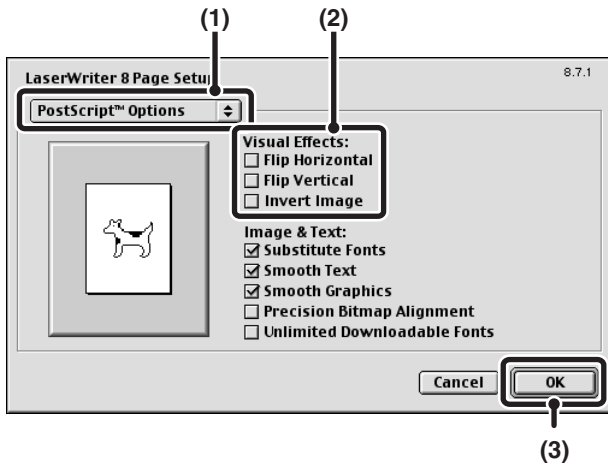
(1) **Select [Page Setup] from the [File] menu
and select [PostScript Options].**

(2) **Select "Visual Effects".**

To reverse the image horizontally, select [Flip Horizontal].
To reverse the image vertically, select [Flip Vertical].

(3) **Click the [OK] button.**

4-9

ADJUSTING THE BRIGHTNESS AND CONTRAST OF THE IMAGE (Image Adjustment)

(This function is only available in Windows.)

The brightness and contrast can be adjusted in the print settings when printing a photo or other image. These settings can be used for simple corrections when you do not have image editing software installed on your computer.

Windows
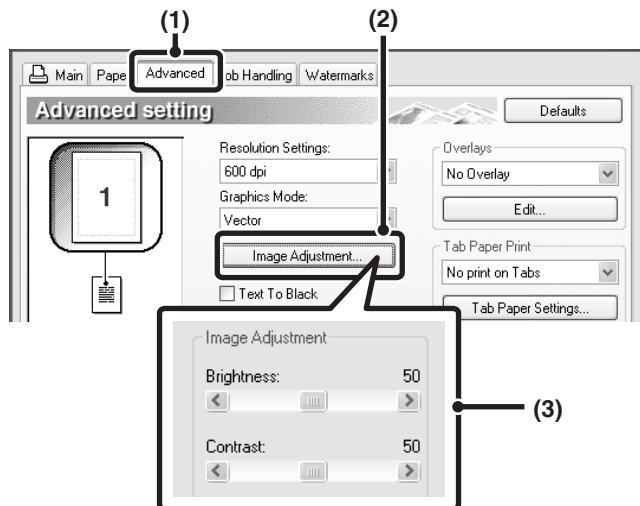
(1) **Click the [Advanced] tab.**

(2) **Click the [Image Adjustment] button.**

(3) **Adjust the image settings.**

   To adjust a setting, drag the slide bar or click the or button.

PRINTING FAINT TEXT AND LINES IN BLACK (Text To Black/Vector To Black)

(This function is only available in Windows.)

When printing a colour image, colour text and lines that are faint can be printed in black. (Raster data such as bitmap images cannot be adjusted.) This allows you to bring out colour text and lines that are faint and difficult to see.

• [Text To Black] can be selected to print all text other than white text in black.
• [Vector To Black] can be selected to print all vector graphics other than white lines and areas in black.
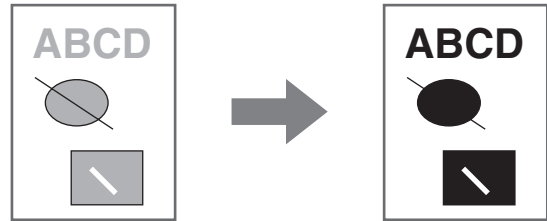
Windows
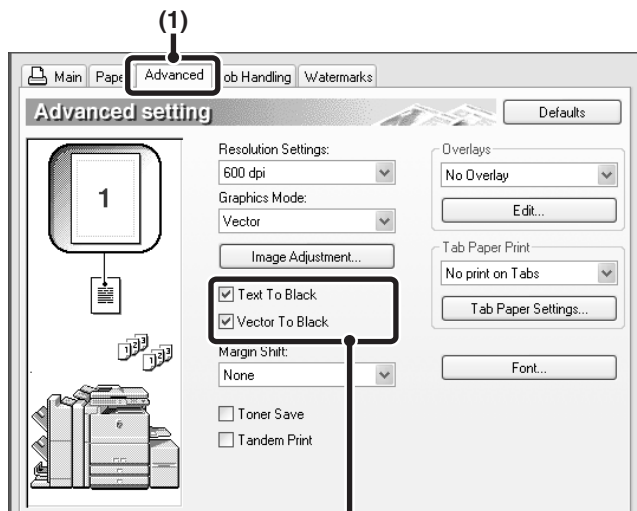
(1) Click the [Advanced] tab.

(2) Select the [Text To Black] checkbox ☑ and/or the [Vector To Black] checkbox ☑.

ADDING A WATERMARK TO PRINTED PAGES (Watermark)

Faint shadow-like text can be added to the background of the printed image as a watermark. The size and angle of the text of a watermark can be adjusted. The text can be selected from a pre-stored list, or entered to create an original watermark.
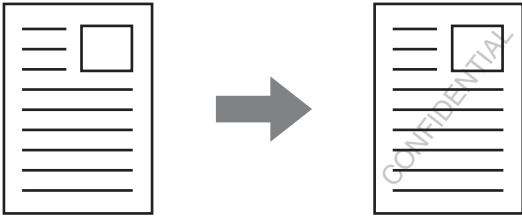
Windows
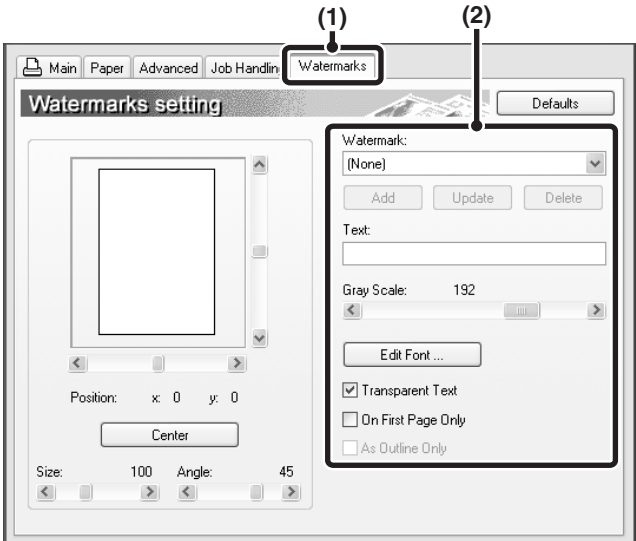
(1) Click the [Watermarks] tab.

(2) Select the watermark settings.
Select a stored water mark from the pull-down menu.

- -

NOTE
If you wish to create a new watermark...
Enter the text of the watermark in the "Text" box and click the [Add] button.

Macintosh

Mac OS X
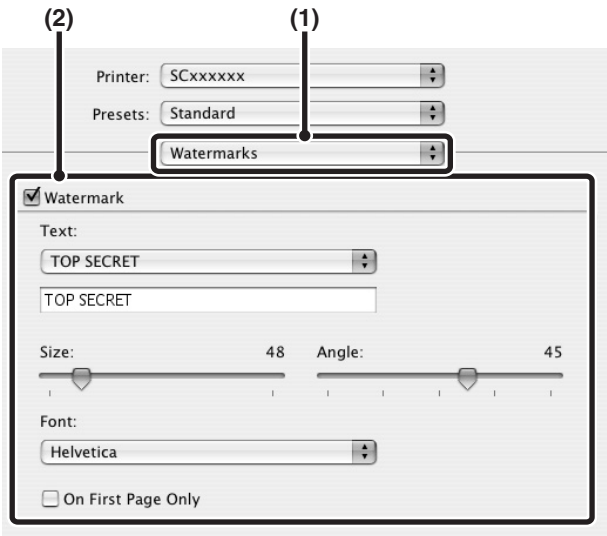
(1) Select [Watermarks].

(2) Click the [Watermark] checkbox and configure watermark settings.
Detailed watermark settings can be configured such as selection of the text and editing of the font.
Adjust the size and angle of the text by dragging the slide bar.

- -

NOTE
In Mac OS X v10.1.5, adjust the watermark settings on the [Watermark] tab of [Printer Features].

4-12

Mac OS 9
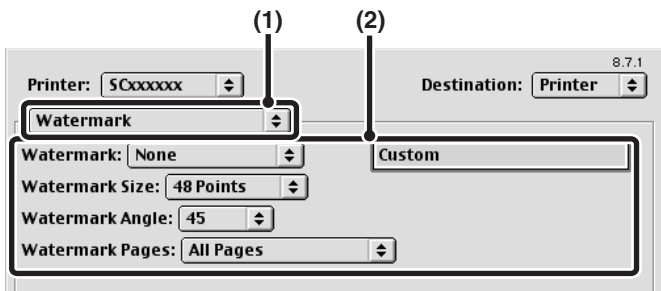
(1) Select [Watermark].

(2) Configure watermark settings.
Detailed watermark settings can be configured. Select the text from the "Watermark" menu. Select the size and angle of the text from the corresponding menus.

4-13

CREATING OVERLAYS FOR PRINT DATA (Overlays)

(This function is only available in Windows.)

The print data can be printed in a previously created overlay. By creating table rulings or a decorative frame in an application different from that of the text file and registering the data as an overlay file, an attractive print result can be easily obtained without the need for complex manipulations.
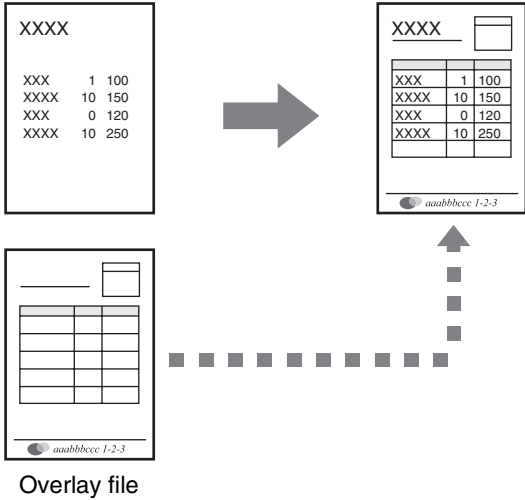
Overlay file

Windows

Create an overlay file.
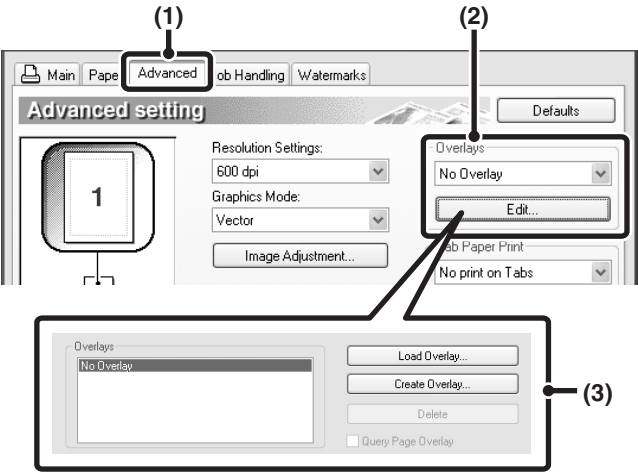
(1) Click the [Advanced] tab.

Configure the printer driver settings from the software application that you wish to use to create the overlay file.

(2) Click the [Edit] button.

(3) Create an overlay file.

Click the [Create Overlay] button and specify the name and folder to be used for the overlay file that you wish to create. The file will be created when the settings are completed and printing is started.

NOTES

• When printing is started, a confirmation message will appear. The overlay file will not be created until the [Yes] button is clicked.

• To register a previously existing overlay file, click the [Load Overlay] button.

Printing with an overlay file
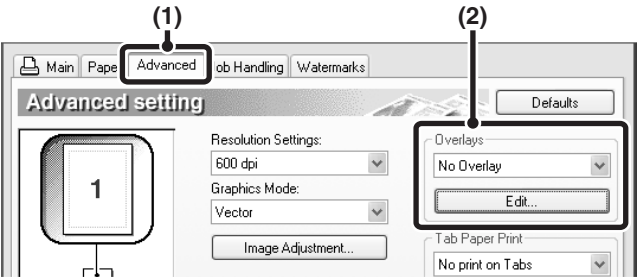
(1) Click the [Advanced] tab.

Configure the printer driver settings from the application from which you wish to print using the overlay file.

(2) Select the overlay file.

A previously created or stored overlay file can be selected from the pull-down menu.

4-14

PRINTING SPECIFIED PAGES ON DIFFERENT PAPER (Different Paper)

- **Using this function in a Windows environment**
  The front and back cover and specified pages of a document can be printed on paper that is different from the other pages. Use this function when you wish to print the front and back cover on heavy paper, or insert coloured paper or a different paper type at specified pages. You can also insert paper as an insert without printing on it.

- **Using this function in a Macintosh environment**
  The front cover can be printed using paper that is different from the other pages. This function can be used, for example, when you want to print only the cover on thick paper.
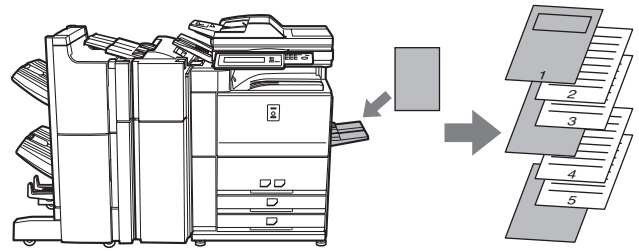
Windows
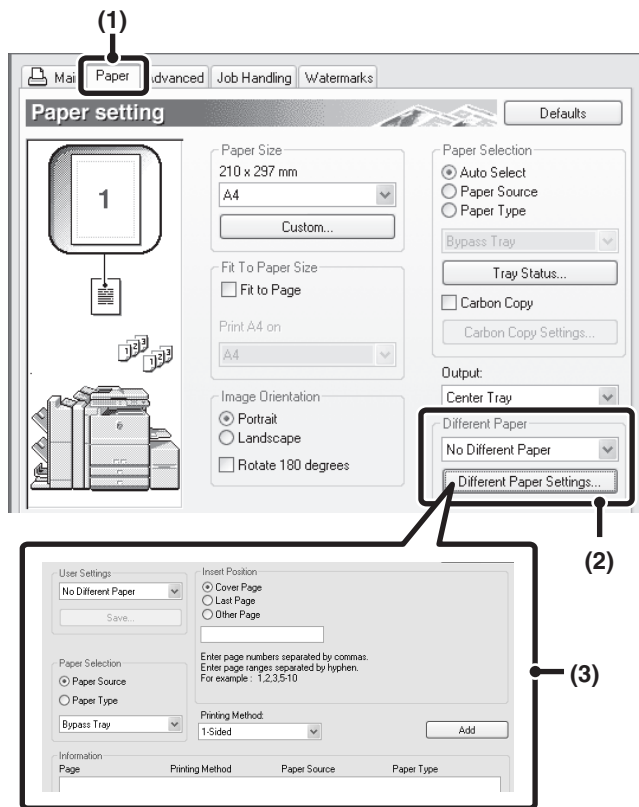
(1) Click the [Paper] tab.

(2) Click the [Different Paper Settings] button.

(3) Select paper insertion settings.

Select the insertion position, paper source, and printing method from the corresponding menus. Click the [Add] button to show the selected settings in "Information". When you have completed the settings, click the [Save] button in "User Settings" to save the settings.

4-15

Macintosh

Mac OS X

(1)   **(2)**
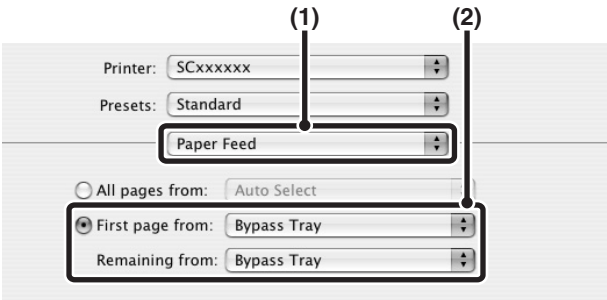
(1) Select [Paper Feed].

(2) Select cover insertion settings.

Select the paper tray or paper type for the first page in "First page from", and then select the paper tray or paper type used for the remaining pages in "Remaining from".

Mac OS 9

(1)   **(2)**
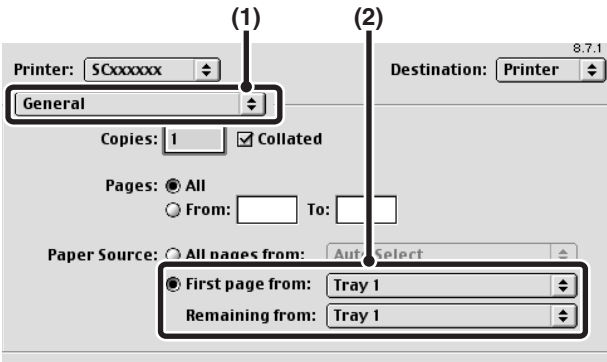
(1) Select [General].

(2) Select cover insertion settings.

Select the paper tray or paper type for the first page in "First page from", and then select the paper tray or paper type used for the remaining pages in "Remaining from".

4-16

ADDING INSERTS WHEN PRINTING ON TRANSPARENCY FILM (Transparency Inserts)

When printing on transparency film, this function helps prevent the sheets of transparency film from sticking together by inserting a sheet of paper between each sheet of film. It is also possible to print the same content on each inserted sheet of paper as is printed on the corresponding sheet of transparency film.
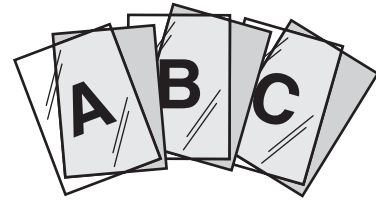
Windows
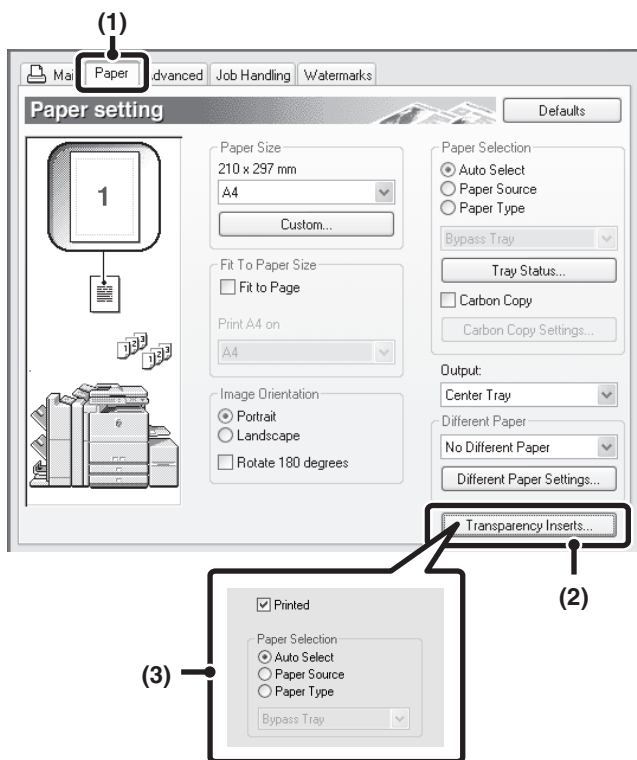
(1) Click the [Paper] tab.

(2) Click the [Transparency Inserts] button.

(3) Select transparency insert settings.

To print the same content on the insert as is printed on the sheet of transparency film, select the [Printed] checkbox ☑ . Select the paper source and type if needed.

Macintosh

Mac OS X
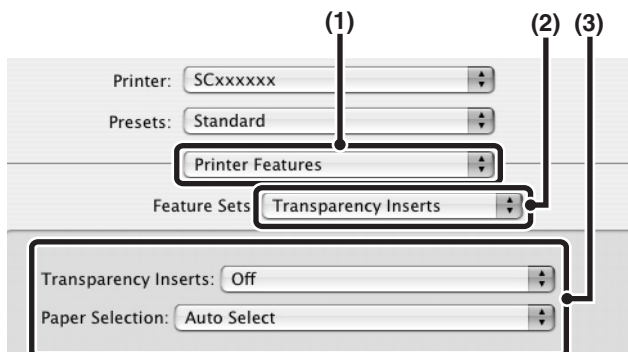
(1) Select [Printer Features].

(2) Select [Transparency Inserts].

(3) Select transparency insert settings.

To print the same content on the insert as is printed on the sheet of transparency film, select [Print] in "Transparency Inserts". Select the paper source and type if needed.

- -

NOTES

• In Mac OS X v10.1.5, select the settings in "Transparency Inserts" on the [Advanced] tab of [Printer Features].

• In Mac OS X v10.2.8, select the [Transparency Inserts] checkbox ☑ in [Advanced].

Mac OS 9
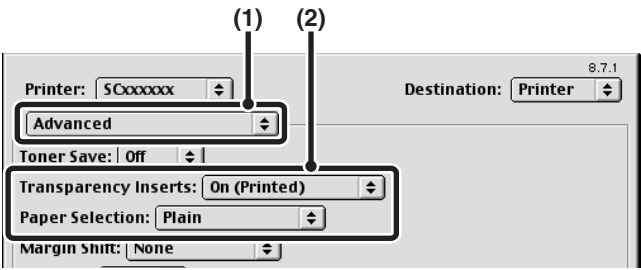
(1) **Select [Advanced].**

(2) **Select the transparency insert settings.**

To print the same content on the insert as is printed on the sheet of transparency film, select [On (Printed)] from the "Transparency Inserts" menu. Select the paper source and type if needed.

PRINTING A CARBON COPY (Carbon Copy)

(This function is only available in Windows.)

This function is used to print an additional copy of the print image on paper that is the same size but from a different paper tray.

For example, if carbon copy print is selected when standard paper is loaded in tray 1 and coloured paper is loaded in tray 2, a print result similar to a carbon copy slip can be obtained with a single selection of the print command. As another example, if standard paper is loaded in tray 1 and recycled paper is loaded in tray 2, Carbon Copy can simultaneously print one copy for presentation and one copy as a duplicate.
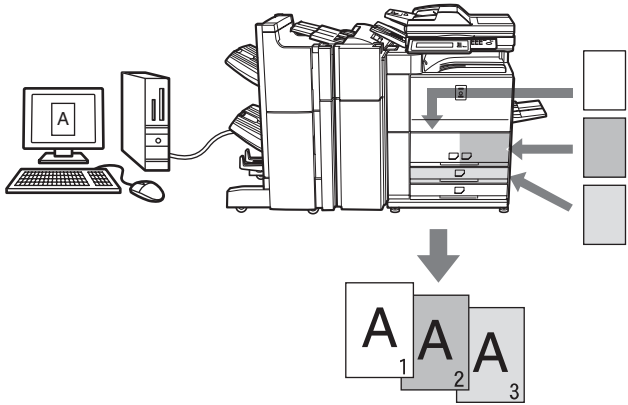
Windows
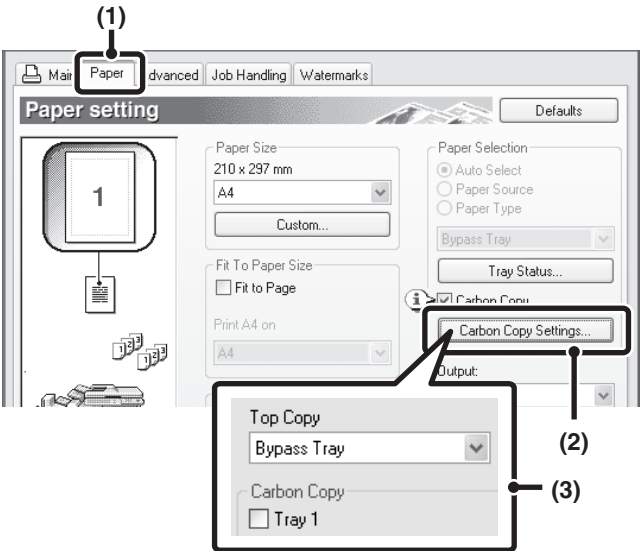
(1) **Click the [Paper] tab.**

(2) **Click the [Carbon Copy Settings] button.**

(3) **Select the carbon copy settings.**

Select the tray for the "Top Copy" and then select the tray for the carbon copy (or copies) in "Carbon Copy".

4-18

PRINTING TEXT ON TABS OF TAB PAPER (Tab Printing)

(This function is only available in Windows.)

This function is used to print text on the tabs of tab paper.

Printing tab text created in the printer driver (PCL6 only)
Text to be printed on tabs can be entered in [Tab Paper Print] on the [Advanced] tab of the printer driver properties window, and detailed settings can be configured such as the size of the tabs, the starting position, the distance between tabs, and the page numbers where tab sheets will be inserted.
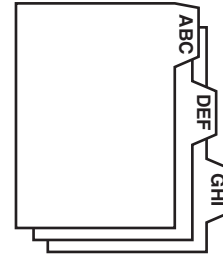
Printing tab text created in a software application
Text to be printed on tabs can be created in a software application, and then [Tab Paper Settings] on the [Advanced] tab of the printer driver properties window can be used to specify how far the text needs to be shifted for tab printing.

Windows

Printing tab text created in the printer driver (PCL6 only)
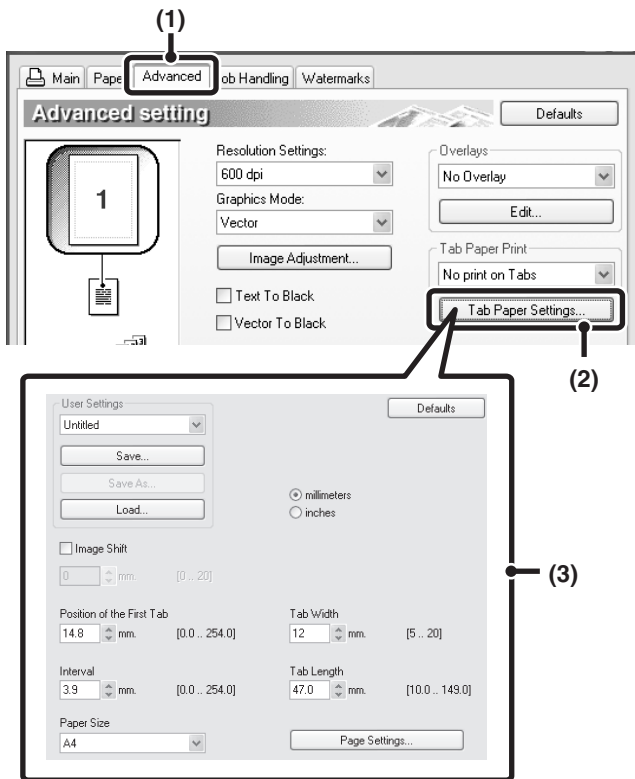
(1) Click the [Advanced] tab.

(2) Click the [Tab Paper Settings] button.

(3) Select the tab paper settings.

The position of the first tab, the distance between tabs, and the horizontal and vertical dimensions of the tab can be directly entered or changed using the ⬍ button. In addition, the size of the tab paper can be selected in "Paper Size". To enter text to be printed on tab paper or specify the page numbers where tab sheets will be inserted, click the [Page Settings] button.

NOTE
The tab paper settings can be stored and a stored file opened in "User Settings".

4-19

Printing tab text created in a software application
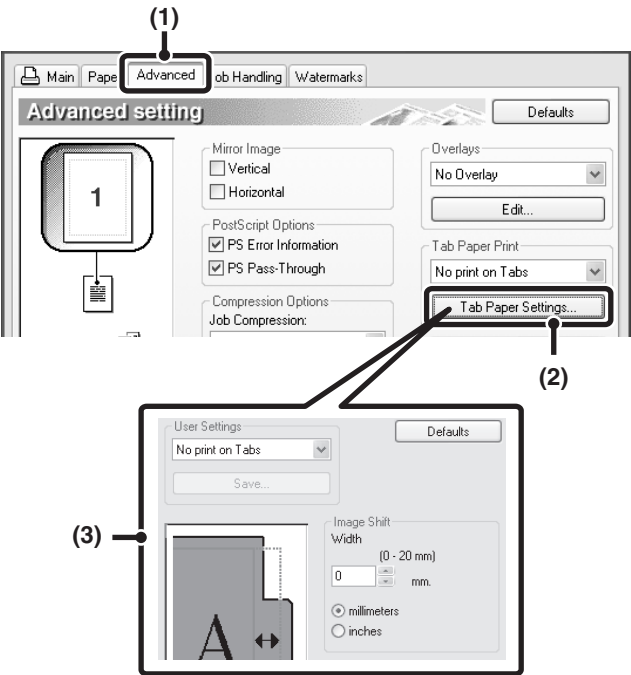
(1) Click the [Advanced] tab.

(2) Click the [Tab Paper Settings] button.

(3) Select the tab paper settings.

To shift the image, directly enter a number or click the ⬍ button.

- -

NOTE

The tab paper settings can be stored and a stored file opened in "User Settings".

4-20

USING TWO MACHINES TO PRINT A LARGE PRINT JOB (Tandem Print)

Two machines are required to use this function.
Tandem Print allows you to divide a large print job between two machines connected to your network. The machines simultaneously print each half of the job, making it possible to shorten the printing time when printing a large number of sets.

To perform tandem printing, the IP address of the other machine must be set in "Tandem setting" in the administrator settings of the machine. (See page 14 of the administrator settings guide.)

Example:
Printing 4 sets of copies

2 sets of copies

2 sets of copies
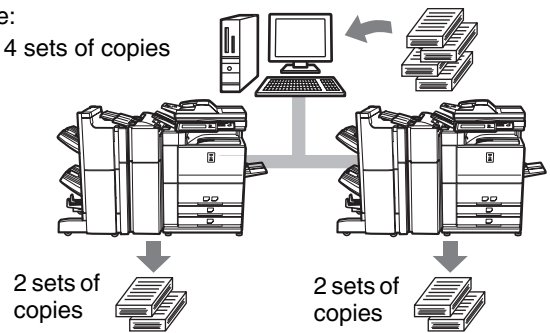
Windows
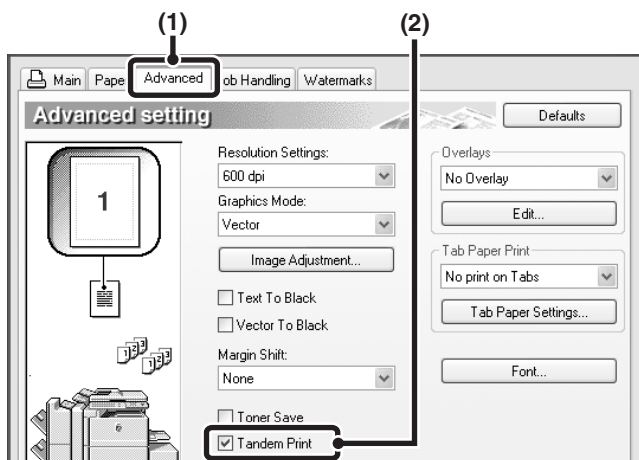
(1) Click the [Advanced] tab.

(2) Select the [Tandem Print] checkbox ☑.

NOTE
The tandem print function does not support SSL (encrypted communication) between the master machine and slave machine.

Macintosh

Mac OS X
(This function cannot be used in Mac OS X v10.1.5.)
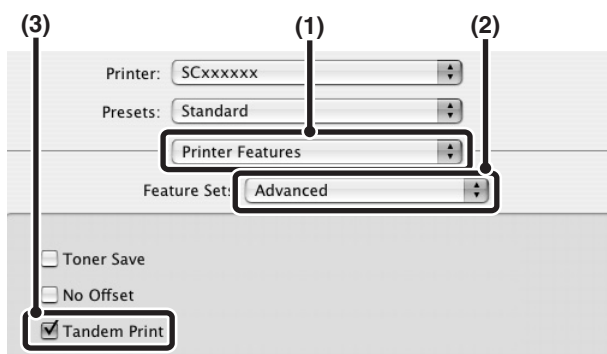
(1) Select [Printer Features].

(2) Select [Advanced].

(3) Select the [Tandem Print] checkbox ☑.

NOTE
The tandem print function does not support SSL (encrypted communication) between the master machine and slave machine.

Mac OS 9
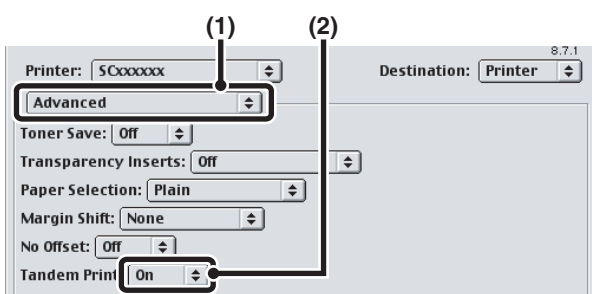
(1) Select [Advanced].

(2) Select [On] in "Tandem Print".

NOTE
The tandem print function does not support SSL (encrypted communication) between the master machine and slave machine.

4-21

SAVING AND USING PRINT FILES (Retention/Document Filing)

This function is used to store a print job as a file on the machine's hard drive, allowing the job to be printed from the operation panel when needed. The location for storing a file can be selected to prevent the file from being mixed together with files of other users.
When printing from a computer, a password (5-digit number) can be set to maintain the secrecy of information in a stored file.
When a password is set, the password must be entered to print a stored file from the machine.
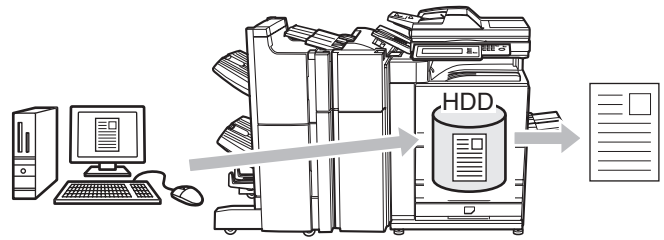
Hold Only
This setting is used to hold a print job on the machine's hard drive without printing it.

Hold After Print
This setting is used to hold a print job on the machine's hard drive after it is printed.

Sample Print
When a print job is sent to the machine, only the first set of copies is printed. After checking the contents of the first set of copies, you can print the remaining sets from the operation panel of the machine. This prevents the occurrence of excessive misprints.

To print files stored on the machine's hard drive, see the "DOCUMENT FILING FUNCTION" in the operation manual (for general information and copier operation).

Windows
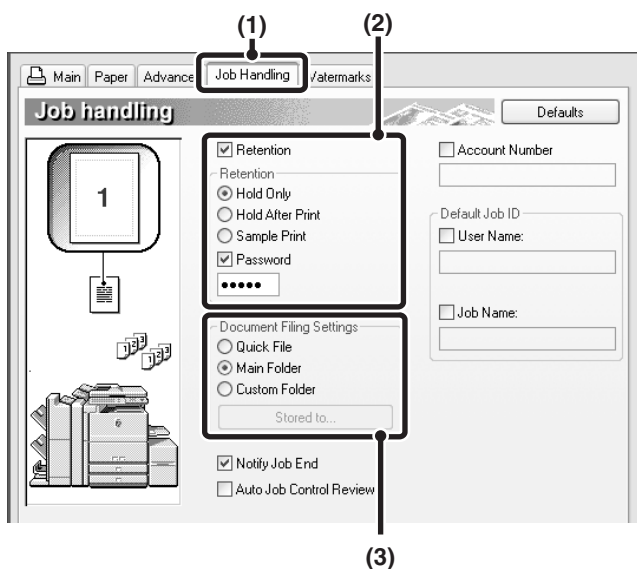
(1) Click the [Job Handling] tab.

(2) Select the retention setting.
Click the [Retention] checkbox ☑. Select the retention method in "Retention". To enter a password (5-digit number), click the [Password] checkbox ☑.

(3) Select document filing settings.
Select the folder for storing the file in "Document Filing Settings". If you selected [Custom Folder], click the [Stored to] button to select the folder.

NOTES
• When [Quick File] is selected, "Retention" will be set to [Hold After Print] only.
• When [Quick File] is selected, the password entered in "Retention Settings" is cleared and cannot be used.
• To store a file in a custom folder, the custom folder must first be created using "Document Filing Control" in the system settings. If a password has been established for a custom folder, enter the "Folder Password" in the folder selection screen.

4-22

Macintosh

Mac OS X

(This function cannot be used in Mac OS X v10.1.5.)

(2) Select the retention setting.
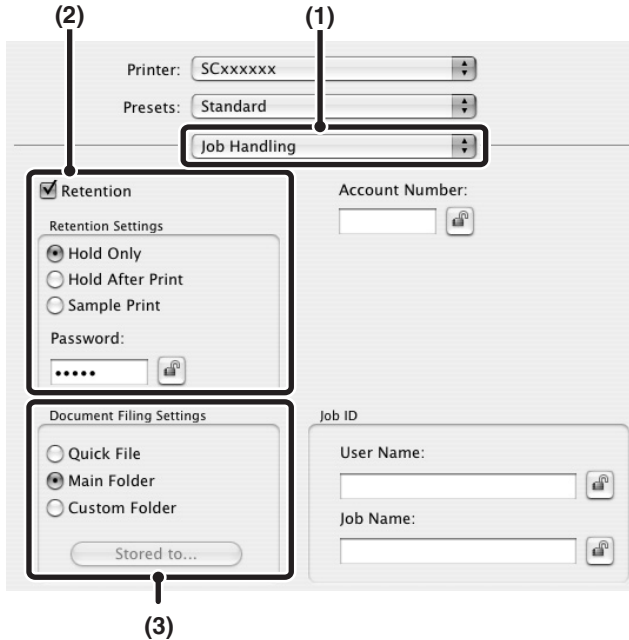
(1) Select [Job Handling].

(2) Select the retention setting.

Click the [Retention] checkbox ☑ . Select the retention method in "Retention Settings". To simplify operation the next time the same password is set, click the 🔓 (lock) button after entering the password (5-digit number).

(3) Select document filing settings.

Select the folder for storing the file in "Document Filing Settings". If you selected [Custom Folder], click the [Stored to] button to select the folder.

NOTES
• When [Quick File] is selected, "Retention Settings" will be set to [Hold After Print] only.
• When [Quick File] is selected, the password entered in "Retention Settings" is cleared and cannot be used.
• To store a file in a custom folder, the custom folder must first be created using "Document Filing Control" in the system settings. If a password has been established for a custom folder, enter the "Folder Password" in the folder selection screen.

Mac OS 9

(The document filing function cannot be used.)
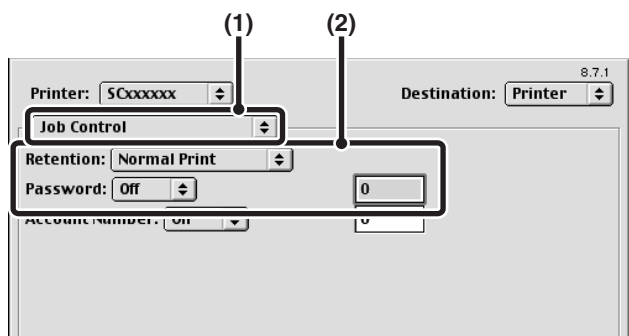
(1) Select [Job Control].

(2) Select the retention setting.

Select the retention method from the "Retention" menu. If needed, enter a password (5-digit number).

NOTE
Mac OS 9 does not have document filing settings, and thus the location for saving a print job cannot be specified. When "Retention" is enabled, all print jobs are stored in the "Main Folder".

4-23

CHAPTER 5

WEB PAGES IN THE PRINTER

This chapter explains various functions that allow you to access the Web pages in the printer from your computer.

REMOTE OPERATION VIA A NETWORK

You can use a Web browser such as Netscape Navigator or Internet Explorer on your computer to access the Web page in the machine and configure settings.

The Web pages include both pages for users and pages for the administrator. In the user Web pages, users can monitor the machine, and directly print a file specified on a computer.

In the administrator Web pages, the administrator can configure the machine's e-mail settings, settings for print by e-mail, and passwords. Only the administrator is allowed to configure these settings.

How to access the Web page and view Help

Follow these steps to access the Web page. To view explanations of the function settings that can be configured remotely via the network using the machine's Web page, click the "General" button or the "Document Filing" button in Help in the menu frame.

1 Start your Web browser on your computer.

- Recommended Web browser
  Internet Explorer: 6.0 or higher (Windows)
  Netscape Navigator: 7.0 or higher
  Safari: 1.2 or higher (Macintosh)

2 In the Address box in your Web browser, enter the IP address that is programmed in the machine.
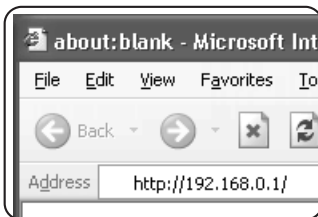
To check the IP address, see page 8-4.

When the connection is completed, the Web page will appear in your Web browser.(page 5-3)

3 Click the "General" button or the "Document Filing" button in Help in the menu frame.
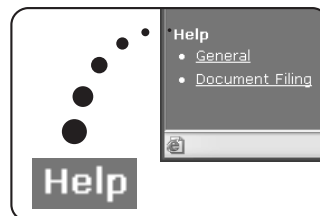
The Help page provides detailed explanations of the settings.

4 Close the Help page

In the menu frame, select a setting that you wish to configure.
When you have finished using the Web page, click the [X] (close) button in the top right corner of the page.

ABOUT THE WEB PAGES (FOR USERS)

When you access the user Web pages in the machine, the following page will appear in your browser.
A menu frame appears on the left side of the page. When you click an item in the menu, a screen appears in the right frame that allows you to configure settings for that item.
When you have finished configuring settings, be sure to click [Submit] to save them. For explanations of the settings, click [General] under [Help] in the menu frame.
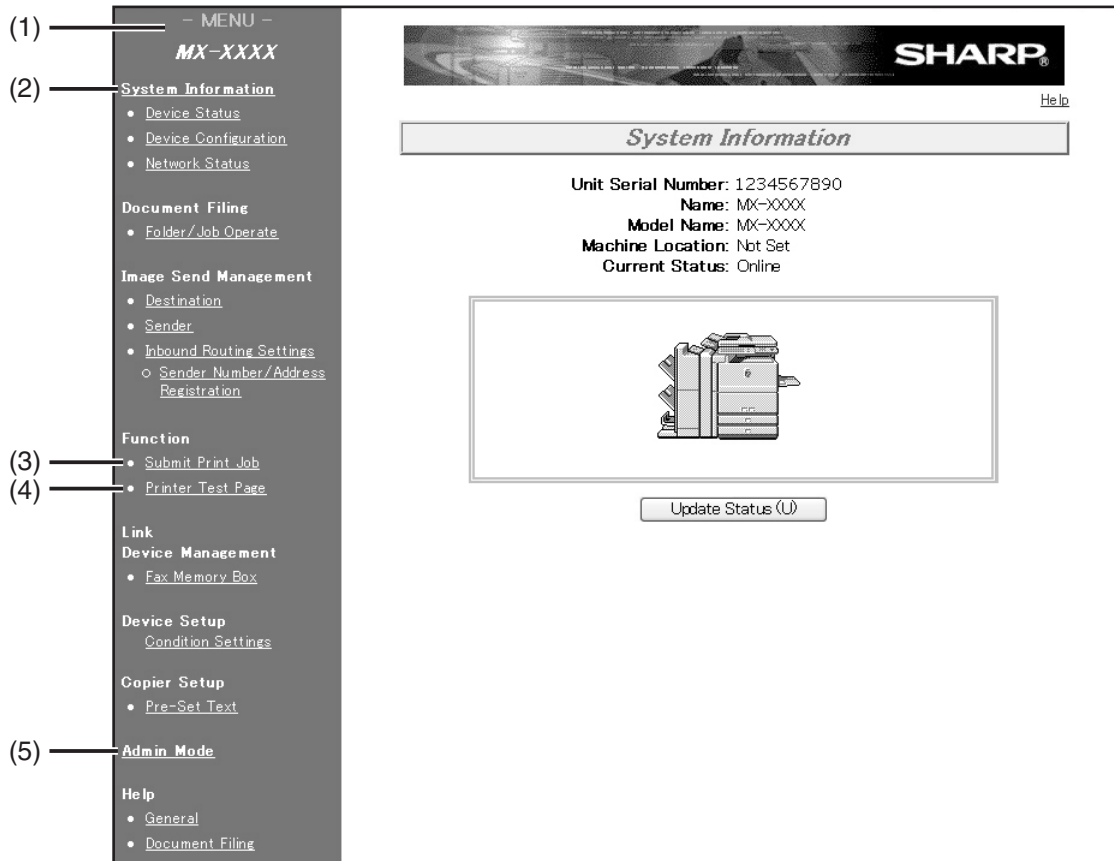
(1) Menu frame
Click a setting in the menu to configure it.

(2) System Information
Shows the current status of the machine and model name.
• Device Status
Shows the current status of the machine, paper trays, output trays, toner and other supplies, and page counts.
Out of paper and other warnings appear in red.
• Device Configuration
Shows what options are installed.
• Network Status
Shows the network status. Information on "General", "TCP/IP", "NetWare", "AppleTalk", and "NetBEUI" is shown on the respective pages.

(3) Submit Print Job
A file on a computer can be printed out.
Directly printing a file on a computer (page 5-4)

(4) Printer Test Page
The "Printer Settings List", which shows printer condition settings and administrator settings, and various font lists can be printed.

(5) Admin Mode
To open the Web pages for the administrator, click here and then enter the administrator's user name and password.
ABOUT THE WEB PAGES (FOR THE ADMINISTRATOR) (page 5-5)
Protecting information programmed in the Web page ([Passwords]) (page 5-6)

Directly printing a file on a computer

The address of a file that can be accessed from your computer can be specified to directly print the file without using the printer driver.

In addition to files on your computer, files on any other computer on the same network that can be accessed from your computer can be printed in this way.

To directly print a file on a computer, follow these steps:

1 Click [Submit Print Job] in the link menu of the menu frame.

The "Submit Print Job" page appears.

2 Select print settings in [Job Detail].

The settings are described in the table below.

3 Enter the address of the file that you wish to print in [Enter Filename].

You can also click [Browse] to browse for the file.

4 Click [Print].

Printing begins.
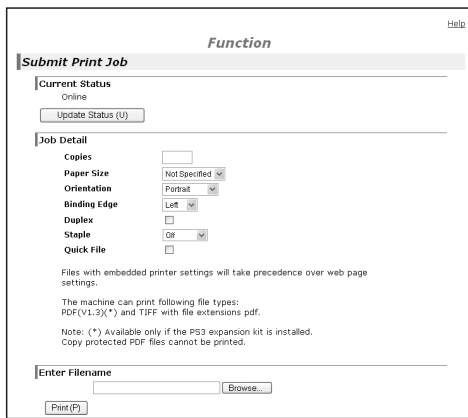
> **NOTE**
> - Only PDF and TIFF files can be printed.
> - To print PDF files, the optional PS3 expansion kit must be installed. Encrypted PDF files cannot be printed.

Advanced job settings

Item	Description	Factory default setting
Copies	Set the number of copies from 1 to 999.	1
Paper Size	Select the size of paper to be used for printing.	Not Specified
Orientation	Select the printing orientation. (Portrait / Landscape)	Portrait
Binding Edge	Select the binding position for two-sided printing. (Left / Top / Right)	Left
Duplex	To print on both sides of the paper, select this checkbox.	Not selected
Staple	Select a staple setting. (Off / 1 Staple / 2 Staples)	Off
Account Number	When "AUDITING MODE" is enabled in the administrator settings, enter your 5-digit account number.	-
Quick File	To save a job using Quick File of the document filing function, select this checkbox.	-

ABOUT THE WEB PAGES (FOR THE ADMINISTRATOR)

In addition to the menus that appear for users, other menus that can only be used by the administrator appear in the administrator Web pages.
A menu frame appears on the left side of the page. When you click an item in the menu, a screen appears in the right frame that allows you to configure settings for that item. Settings that can only be configured by the administrator are explained here.
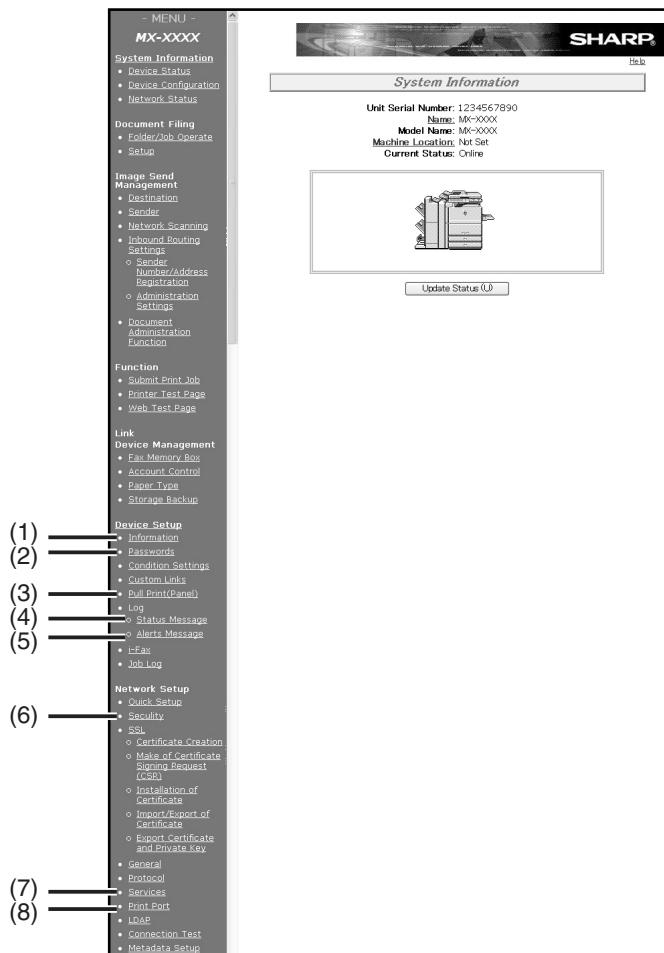
(1) Information

Configure machine identification information for the status & alert E-mail function.
(page 5-10)

(2) Passwords

Passwords can be established to allow the system administrator to protect the Web site.
Enter the passwords that you wish to establish and click the [Submit] button.
There are two types of password authentication: one for users and one for administrators.
(page 5-6)

(3) Pull print (Panel)

The machine has a direct print function that lets you print a PDF file or TIFF file from the operation panel without using the printer driver. This screen is used to enter the FTP servers that store the files. Up to four FTP servers can be entered.
(page 5-7)

(4) Status Message

Use this to set up a schedule for sending specified count information such as the total count and the output counts for the printer and copy functions. The e-mail addresses of the recipients and the schedule must be entered.
(page 5-11)

(5) Alerts Message

This is used to send information on error conditions such as when the machine runs out of paper or toner, or a misfeed or failure occurs. The e-mail addresses of the recipients of the information must be entered.
(page 5-11)

(6) Security

Unused ports can be disabled for greater security and port numbers can be changed.

(7) Services

Configure information concerning the e-mail system.
(page 5-10)

(8) Print Port

This is used to configure settings for E-mail print.
(page 5-9)

Protecting information programmed in the Web page ([Passwords])

Passwords can be set (click [Passwords] in the menu frame) to restrict Web page access and protect settings. The administrator must change the password from the factory default setting. The administrator must also take care to remember the new password. The next time the Web pages are accessed, the new password must be entered.
A password can be set for the administrator and a password can be set for users.

1 Click [Passwords] in the menu frame.

Device Setup
• Information
• Passwords
• Condition Settings
• Custom Links
• Pull Print(Panel)
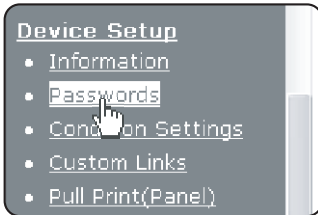
2 Enter the current password in "Admin Password".

When establishing a password for the first time, enter "Sharp" in "Admin Password".

CAUTION
Be sure to enter "S" in upper case and "harp" in lower case (passwords are case sensitive).

3 Enter passwords in "User Password" and "Admin Password".
• A maximum of 7 characters and/or numbers can be entered for each password (passwords are case sensitive).
• Be sure to enter the same password in "Confirm Password" as you did in "New Password".

4 When you have finished entering all items, click [Submit].

The entered password is stored.

After setting the password, turn the machine power off and then back on.

When prompted to enter a password, a user should enter "user" and an administrator should enter "admin" in "User Name". In "Password", the respective password for the entered user name should be entered.
For more information, click [Help] in the upper right-hand corner of the window.

Directly printing a file on an FTP server

A FTP server can be stored in the machine to enable direct printing of a file on the FTP server from the operation panel of the machine without using the printer driver.
Files with the extensions pcl, ps*, pdf*, tiff, tif, and prn can be printed.
* The PS3 expansion kit is required. (Encrypted PDF files cannot be printed, with the exception of files encrypted with a null password.)

■ Storing an FTP server

To directly print a file on an FTP server, the FTP server must be stored.
Follow these steps:

1 **Click [Pull Print (Panel)] in the link menu of the menu frame.**

The "Pull Print (Panel) Setup" page appears.

2 **Store the FTP server information in [FTP Server Setup].**

For detailed information, click the [Help] button in the upper right-hand corner of the window.
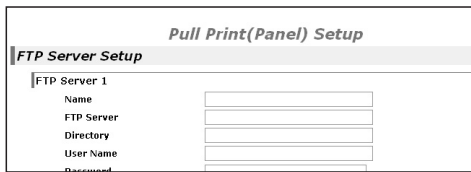
3 **Enter the FTP server information.**

For detailed information, click the [Help] button in the upper right-hand corner of the window.

4 **Click [submit] to store the entered information.**

■ Printing a file on an FTP server from the operation panel of the machine

1 **Press the [DOCUMENT FILING] key and then touch the [GLOBAL ACCESS] key.**

2 **Touch the [FTP] key.**

This screen will not appear if an FTP server has not been stored.

3 **Select the desired FTP server.**

4 **Select the desired file or folder name.**

```
PPD1_FTP_server                              ⬆⬆
    ┌─────────────────────────────────┐
    │ FILE OR FOLDER NAME          ▲  │     1/2
    └─────────────────────────────────┘
  ☐ │ Data base                    │      ⬆
  ☐ │ User_area                    │
  ▣ │ Product_info.tiff            │      ⬇
  ▣ │ Reply.pdf                    │
```
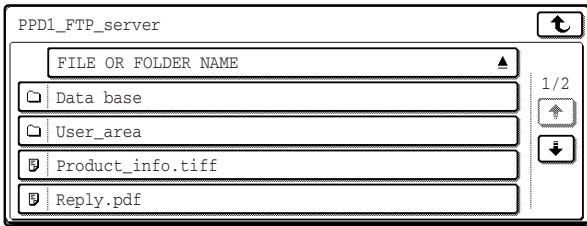
If the file or folder does not appear in the screen, press the ⬆ or ⬇ key until it appears.

To return to the global access screen, touch the ⬆ key.

When a file name (▣) is touched, the print screen appears (step 5).

When a folder (☐) is touched, all files in the folder appear. Touch the desired file. At this time, ⬆ and ⬆ appear in the upper right of the screen.

Touch ⬆ to move up to the preceding folder.
Touch ⬆ to move up to the root folder.

To change the order of display, touch "FILE OR FOLDER NAME".

5 **Select print settings in the print screen.**

```
PRINT                              [CANCEL]
Basic specifications
─────────────────────────────────────────
 ┌──────────┐  ┌──────────┐  NUMBER OF PRINTS
 │  AUTO    │  │  OUTPUT  │
 │PAPER SELECT│ └──────────┘   ▣ (1~999)
 └──────────┘  ┌──────────┐    1
 ┌──────────┐  │ 2-SIDED  │
 │QUICK FILE│  └──────────┘  ┌──┐┌──┐
 └──────────┘  ☐ TANDEM PRINT│▼ ││▲ │
                             └──┘└──┘
                              ┌──────────┐
                              │  PRINT   │
                              └──────────┘
```
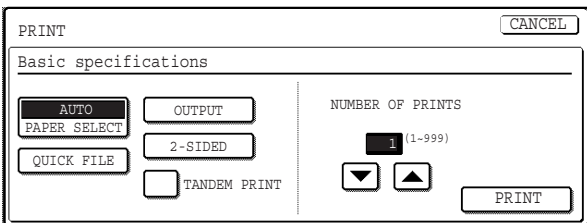
Print settings can be changed in this screen before printing.

The image printed here can be saved in the quick file folder by touching the [QUICK FILE] key.

6 **Touch the [PRINT] key.**

Printing begins. When printing finishes, you will return to the screen of step 4.

5-8

E-mail Print

When an e-mail account is set up for the machine, this function is used to have the machine periodically check the mail server and automatically print attachments to e-mails it receives without the need for the printer driver.

■ Configuring E-mail print settings

To use E-mail Print, the machine's e-mail account information must be configured in the machine. Follow these steps:

1 Click [Print Port] in the link menu of the menu frame.

The "Print Port Setup" page appears.

2 Click [E-mail Print].
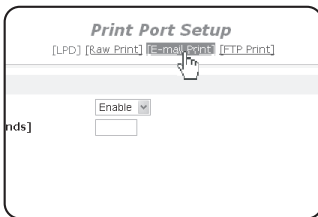
3 Enter the E-mail print information.

For detailed information, click the [Help] button in the upper right-hand corner of the window.

4 Click [Submit] and store the entered information.

■ Using E-mail Print

In the "To:" line of your e-mail program, enter the e-mail address of the machine, attach the file that you wish to print, and send the e-mail
Files with the extensions pcl, ps*, pdf*, tiff, and tif can be printed.
*The optional PS3 extension kit is required.
The number of copies and other settings can be specified by entering control commands in the message of the e-mail. As an example, the control commands include the following:

Function	Command	Values	Example
Number of copies	COPIES	1-999	COPIES=2
Staple	JOBSTAPLE	STAPLENO, STAPLELEFT	JOBSTAPLE=STAPLENO
Two-sided printing	DUPLEX	OFF, TOP, LEFT, RIGHT	DUPLEX=TOP
Account number	ACCOUNTNUMBER	5-digit number	ACCOUNTNUMBER=11111
File type	LANGUAGE	PCL, PCLXL, POSTSCRIPT, PDF, TIFF	LANGUAGE=TIFF
Paper	PAPER	Useable paper type (A4, LETTER, etc.)	PAPER=A4, PAPER=LETTER
Quick File	QUICKFILE	OFF, ON	QUICKFILE=ON

NOTES
● Specify "Text" for the format of the e-mail message. If rich text format (HTML) is used, the entered commands will be disregarded.
● To receive a list of the control commands, send an e-mail with "config" entered in the message.
● If nothing is entered in the message, printing will take place according to the settings in "PRINTER CONDITION SETTINGS" in the "PRINTER DEFAULT SETTINGS" menu of the system settings.
● Encrypted PDF files cannot be printed, with the exception of files encrypted with a null password.
● Only specify a file type when specifying a page description language. Normally a file type does not need to be specified.

E-mail Status and E-mail Alert settings

These functions send information on machine use (print count, copy count, etc.) and error conditions (paper misfeed, out of paper, out of toner, etc.) via e-mail to the administrator of the machine or the dealer.

■ Information setup

Machine identification information for the status and alert e-mail functions is configured in the "Information Setup" screen. The entered information will be included in status and alert e-mail messages.

1 In the menu frame, click [Information].
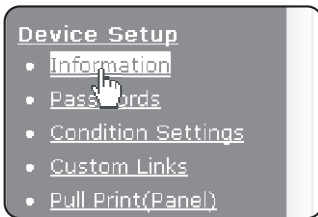
The "Information Setup" screen will appear.

2 Enter the machine information.

For detailed information, click the [Help] button in the upper right-hand corner of the window.

3 Click [Submit] to store the entered information.

■ SMTP setup

The status and alert e-mail functions use SMTP (Simple Mail Transport Protocol) to send e-mail. The following procedure is used to set up the e-mail environment. This must be done by the system administrator or other person familiar with the network.

1 Click [Services] in the menu frame.

The "Services Setup" screen will appear.

2 Click [SMTP].
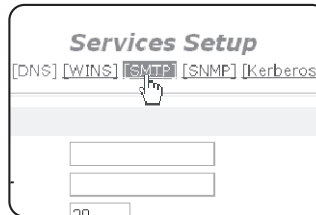
3 Enter the information required to set up the e-mail environment.

For detailed information, click the [Help] button in the upper right-hand corner of the window.

4 Click [Submit] to store the entered information.

■ Status message setup

Use the status message function to send the current counter information, including the copy count, print count, and total output count, based on the specified schedule. The destinations can be set for administrators and dealers respectively.

To set up the status message, follow these steps.

1 Click [Status Message] in the menu frame.
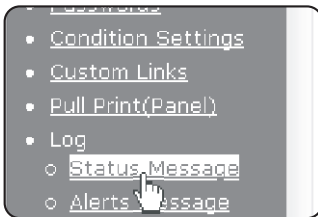
The "Status Message Setup" screen will appear.

2 Enter the required information, including the destination addresses and time schedule.
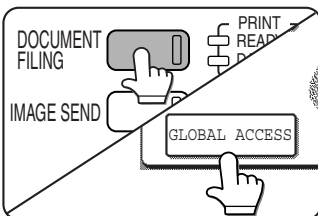
For detailed information, click the [Help] button in the upper right-hand corner of the window.
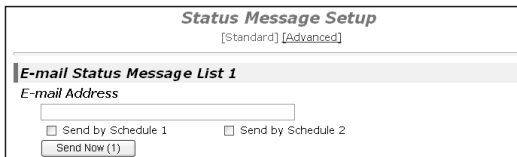
3 Click [Submit] to store the entered information.

When the E-mail Status settings are completed, printer count information will be sent periodically by e-mail to the specified e-mail addresses.

> **NOTE**
> If you quit the browser before clicking [Submit], the settings will be cancelled. To send printer information immediately to the specified e-mail addresses, click [Send Now].

■ Alerts message setup

Use the alert message function to send alert information, such as empty toner and paper and trouble including paper misfeeds, to specified destinations when such problems occur. The destinations can be set for administrators and dealers respectively.

To set up the alert message, follow the procedure below.

1 Click [Alerts Message] in the menu frame.

The "Alerts Message Setup" screen will appear.

2 Enter the destination addresses.

For detailed information, click the [Help] button in the upper right-hand corner of the window.

3 Click [Submit] to store the entered information.

If these parameters are set, event information for the printer will be transmitted to the specified addresses via E-mail each time a specified event occurs. The meaning of each event item is shown below.

Example:
    Paper Jam: A paper misfeed has occurred.
    Toner Low: Toner is low.
    Toner Empty: Toner must be added.
    Paper Empty: Paper must be loaded.

> **NOTE**
> If you quit the browser before clicking [Submit], the settings will be cancelled.

CHAPTER 6

PRINTER BASIC SETTINGS

This chapter describes the printer configuration settings.

6-1

MAKING CONFIGURATION SETTING

The printer configuration setting allows basic printer settings to be made. The items set with the printer configuration settings are shown below.

● Printer default settings ....Basic settings used in printing (See page 6-4.)
● PCL settings ....Sets a PCL symbol set. (See page 6-5.)
● PostScript settings* ....Sets whether a PostScript error page is printed or not when a PostScript error has occurred. (See page 6-5.)

* An optional PS3 expansion kit is needed.

Operation procedure common to all printer configuration settings (items that can be set from the operation panel)

1 **Press the [SYSTEM SETTINGS] key.**
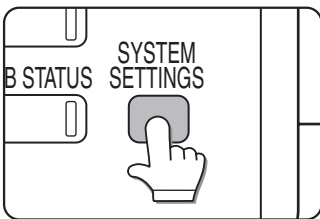
The system setting menu screen will appear.

2 **Touch the [PRINTER CONDITION] key on the system setting menu screen to display the printer condition setting menu screen.**
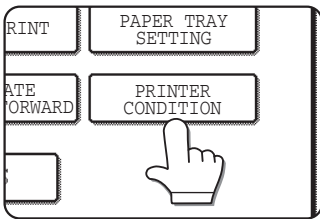
3 **Touch the key of the desired item to display its setting screen.**
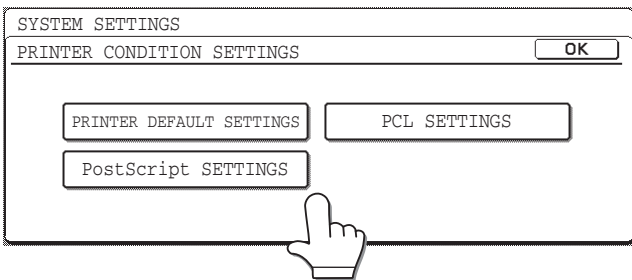
Detailed descriptions for configuration settings start on the page 6-4.

4 **Touch the desired setting item on the screen and touch the [OK] key.**
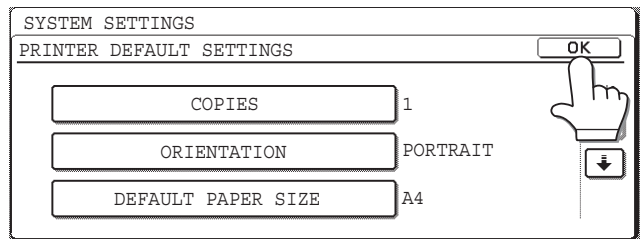
To set another item, repeat steps 3 and 4.

5 **To finish the setting operation, touch the [EXIT] key.**
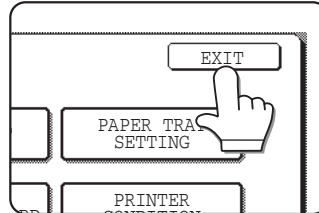
Supplementary explanation of key operation for configuration setting
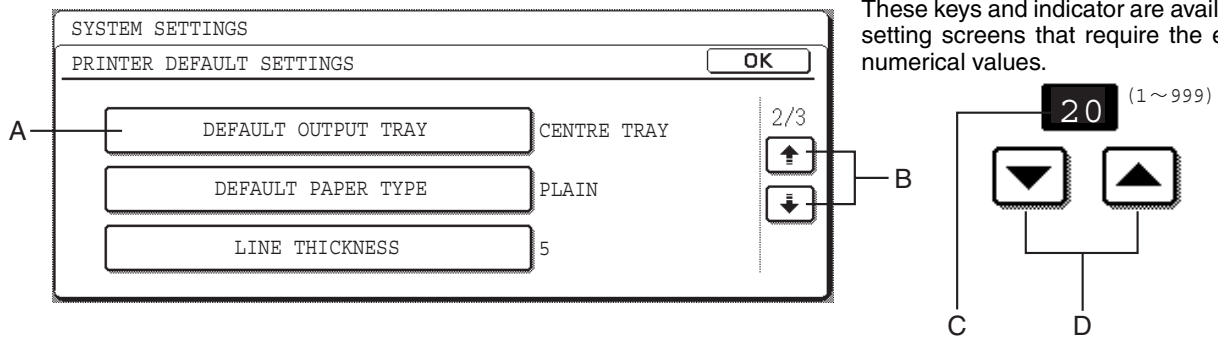
These keys and indicator are available on setting screens that require the entry of numerical values.

A —

```
SYSTEM SETTINGS
PRINTER DEFAULT SETTINGS                    OK

        DEFAULT OUTPUT TRAY      CENTRE TRAY      2/3
        DEFAULT PAPER TYPE       PLAIN
        LINE THICKNESS           5
```

A   The name of the setting category or particular item to be set will appear on the touch key. A touch of the key will select the item displayed.
B   If the settings continue on the following screen(s), touch the ⬆ and ⬇ keys to move back and forth through the screens. To return to the category selection screen, touch the [OK] key.
C   The currently set numerical value is displayed.
D   Numerical values can be set by touching the ▼ and ▲ keys.

Printer Default settings

The default settings are used to set specific print conditions for printing in an environment where the print driver is not used (such as printing from MS-DOS or from a computer that does not have the provided print driver installed).

NOTE
When the printer driver is used for printing and the printer driver settings conflict with the printer default settings, the printer driver settings take precedence. For items that can be set in the printer driver, perform the settings in the printer driver.

The following settings are available:

■ Copies
COPIES sets the number of print to make.

Default setting: 1

The number of copies can be set from 1 to 999.

■ Orientation
ORIENTATION allows portrait orientation or landscape orientation to be selected for printing.

Default setting: PORTRAIT

PORTRAIT or LANDSCAPE can be set.

■ Default paper size
The paper size to be used for printing under normal conditions is set.
Printing will be performed on the specified size of paper unless otherwise specified.

Default setting: A4 or 8-1/2 x 11

A3, B4, A4, B5, A5, 11X17, 8-1/2X14, 8-1/2X13, 8-1/2X11, 7-1/4X10-1/2 or 5-1/2X8-1/2 can be set.

■ Default output tray
The output tray to be used for printing under normal conditions is set. Printed sheets will be output to the specified tray unless otherwise specified by application software.

Default setting: CENTRE TRAY

The trays that can be selected depend on installation of peripheral devices.

■ Default paper type
The paper type to be used for printing under normal conditions is set. Printing will be performed on the specified type of paper unless otherwise specified.

Default setting: PLAIN

PLAIN, PRE-PRINTED, RECYCLED, LETTER HEAD, PRE-PUNCHED or COLOUR can be set.

■ 2-SIDED PRINT
Printing mode, 1-SIDED or 2-SIDED, to be used for printing in the normal condition is set.

Default setting: 1-SIDED

1-SIDED, 2-SIDED (BOOK) or 2-SIDED (TABLET) can be set.

■ Smoothing
SMOOTHING reduces jaggies seen at roundish curved portions of characters and images to be printed and improves pseudo resolution.

Default setting: Off

Smoothing on or off can be selected.

NOTE
This function is not available on the MX-M700U and MX-M700N models.

■ **Line thickness**

This setting is used to adjust the line width of vector graphics. For example, if you desire a finer line, select a value from 0 to 4. If you desire a thicker line, select a value from 6 to 9. To return to the standard line thickness, select 5. Use this setting for special applications such as CAD when lines do not appear with sufficient clarity. For regular applications, there is usually no need to change the setting.

Default setting: 5

The relation between the setting values and the change of line thickness are as follows.

Value	0	1	2	3	4	5	6	7	8	9
Thickness change	1dot [1]	50%	75%	90%	95%	100%	105%	110%	125%	150%

*1 All lines are 1-dot lines.

PCL settings

■ **PCL symbol set setting**

This setting is used to select which country's characters are used for certain of the symbols in the character code table of the PCL symbol set. (Use this setting when you need to select symbols that differ by country.)

Default setting: "3" (PC-8)

See page 9-6 for the symbol set settings.
You can also print the "PCL SYMBOL SET LIST" in "LIST PRINT" (see page 2-20 of "Operation manual (for general information and copier operation)") for a table that shows correspondences between numeric values and symbol sets.

■ **PCL font setting**

This setting is used to select the font for printing.

Default setting: "0" (Courier) (resident font)

If the optional extended font kit is installed, you can also select from these fonts. In addition, the "PCL INTERNAL FONT LIST" in "PRINTER TEST PAGE" of "LIST PRINT" (see page 2-20 of "Operation manual (for general information and copier operation)") can be printed.

When the optional extended font kit is installed, the "PCL EXTENDED FONT LIST" can be printed.

■ **PCL LINE FEED CODE**

This setting is used to select how the printer responds when a line break command is received.

Default setting: 0.CR=CR; LF=LF; FF=FF

■ **WIDE A4**

When this setting is enabled, up to 80 characters can be printed on one line of A4 size paper using 10 CPI font (8 bit characters). When disabled, up to 78 characters can be printed.
Default setting: Disabled

PostScript settings

This setting specifies whether an error page describing the cause of an error is printed or not when a PostScript error has occurred.
Selections are available to choose printing or not printing of error pages.

Default setting: Not print

CHAPTER 7

ADMINISTRATOR SETTINGS

This chapter explains the administrator settings for the print function. The administrator of the machine should read this chapter well to ensure correct use of the settings.

ADMINISTRATOR SETTINGS

Administrator settings related to the printer function are explained here. For administrator settings for general use of the machine, see the administrator settings guide.

NOTE
The administrator settings that can be accessed depend upon how the product is configured with optional equipment.

Administrator setting list

Procedure for using administrator settings

The procedure for configuring an administrator setting is explained below.

1 **Press the [SYSTEM SETTINGS] key.**
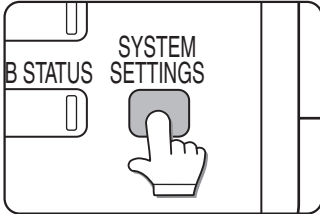
2 **Touch the [ADMINISTRATOR SETTINGS] key.**

DEFAULT SETTINGS	LIST PRINT
SENDER CONTOROL	FAX DATA RECEIVE/FORWARD
ADMINISTRATOR SETTINGS	
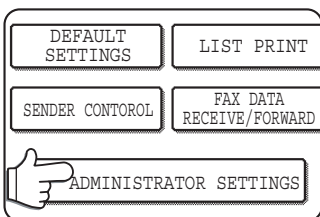
3 **Use the numeric keys to enter the five-digit administrator password.**

ADMINISTRATOR PASSWORD
＊＊＊ーー
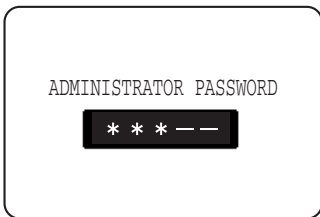
The factory default setting for the administrator password is indicated on page 2 of the administrator settings guide.

4 **Touch the [PRINTER SETTINGS] key.**

PRINTER SETTINGS

CHANGE ADMIN
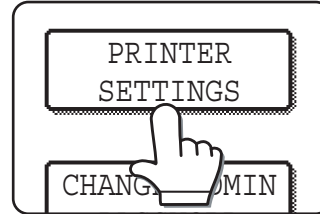
Follow these steps to select the setting that you wish to use.

In the following steps, the setting screens for the selected setting will appear. Refer to the setting explanations on and following, and then follow these steps to select a setting for the setting.

5 **Make desired settings for the selected setting.**

Select the desired setting from the settings shown on .

Detailed descriptions for settings start on the next page.

6 **When you have finished configuring settings, touch the [OK] key and then the [Exit] key.**

EXIT		
SAVE	OPERATION SETTINGS	1/2
K GS	PRINTER SETTINGS	
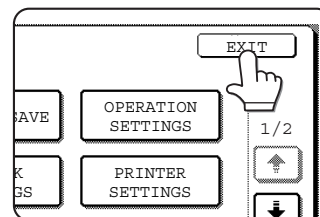
Exit the administrator settings.

Supplementary explanation of key operation for administrator settings

These keys and indicator are available on setting screens that require the entry of numerical values.

SYSTEM SETTINGS

INTERFACE SETTINGS			OK
HEXADECIMAL DUMP MODE	I/O TIMEOUT	20	1/2
A ✓ ENABLE USB PORT	USB PORT EMULATION SWITCHING	AUTO	— C
✓ ENABLE NETWORK PORT	NETWORK PORT EMULATION SWITCHING	AUTO	

B

20 (1～999)

D   E
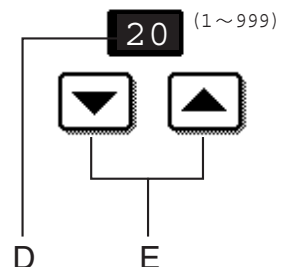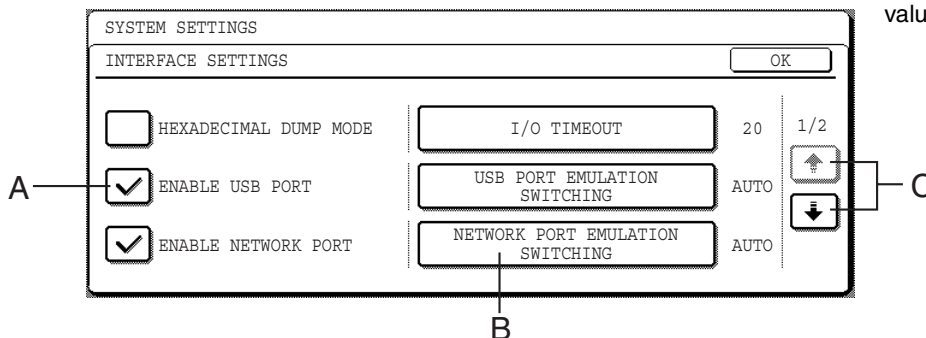
A   Check mark boxes are touch keys that show the status of selections. A box with a check mark means the function is "on" (enabled) and an unchecked box means the function is "off" (disabled). Alternate touches of a box will change the on/off status.

B   The name of the setting category or particular item to be set will appear on the touch key. A touch of the key will select the item displayed.

C   If the settings continue on the following screen (s), touch the ⬆ and ⬇ keys to move back and forth through the screens. To return to the category selection screen, touch the [OK] key.

D   The currently set numerical value is displayed.

E   Numerical values can be set by touching the ▼ and ▲ keys.

Administrator setting menu

The administrator settings are accessed via the following menu structure.
Refer to this menu when changing the settings explained on the following pages.

Level 1	Level 2	Level 3

Enter administrator password

PRINTER SETTINGS

DEFAULT SETTINGS →
- PROHIBIT NOTICE PAGE PRINTING
- PRINT DENSITY LEVEL
- PROHIBIT TEST PAGE PRINTING
- A4/LETTER SIZE AUTO CHANGE

INTERFACE SETTINGS →
- HEXADECIMAL DUMP MODE
- I/O TIMEOUT
- ENABLE USB PORT
- USB PORT EMULATION SWITCHING
- ENABLE NETWORK PORT
- NETWORK PORT EMULATION SWITCHING
- PORT SWITCHING METHOD

● For information on the following settings, see the indicated manuals.

- General settings/copy settings/ document filing settings → Administrator settings guide

- Image send settings → Operation manual (for facsimile) and Operation manual (for image send)

7-4

DESCRIPTION OF SETTINGS

The administrator settings related to the printer function are explained here.

Printer settings

■ Default settings

These settings are used to adjust the settings of various printer functions.
The following items can be configured in the "Default settings".
● Prohibit notice page printing
● Print density level
● Prohibit test page printing
● A4/letter size auto change

Prohibit notice page printing

This setting is used to disable notice page printing.
Turn on this setting when you do not want the machine to print the notice page explained in "NOTICE PAGE PRINTING" on .
Normally this setting is set to not print a notice page.

Print density level

This setting is used to adjust the lightness or darkness of prints.
Five levels are provided for density adjustment. These are represented by numbers displayed on the touch panel. Among the displayed numbers, a smaller value indicates lighter density and a larger value indicates a darker density.

Prohibit test page printing

This setting is used to disable test page printing.
When the setting is turned on, the PRINTER TEST PAGE in the system settings cannot be printed. (See page 2-17 of the operation manual (for general information and copier operation))

A4/letter size auto change

If this setting is set, and printing onto 8-1/2" x 11" size paper is selected but not available, the printer will automatically substitute A4 size paper in place of 8-1/2" x 11" paper if A4 paper is available.
* 8-1/2" x 11" paper cannot be automatically selected in place of A4.

> **NOTE**
> When 8-1/2" x 11" size is specified for a document attached to an E-mail that has been transmitted from a foreign country and 8-1/2" x 11" size paper is not installed in the printer, printing cannot be done without operator intervention. If this setting is set, printing will be executed without intervention if a paper tray is loaded with A4 paper.

■ Interface settings

These settings are used to control data transmitted to the USB port or network port of this printer.
The following items can be configured in the "Interface settings"
● Hexadecimal dump mode
● I/O timeout
● Enable USB port
● USB port emulation switching
● Enable network port
● Network port emulation switching
● Port switching method

Hexadecimal dump mode

This setting is used to output the print data from a computer in the hexadecimal dump format with corresponding characters (ASCII). This setting is used to check proper transmission of print data from the computer to the printer.

Output example of hexadecimal dump mode

I/O timeout

This setting is used to set the length of time to wait for an I/O to complete a job on the USB port or the network port. If the data stream to the port does not transmit data for a length of time exceeding the timeout, the job will cancel and the next job will start processing.
The I/O timeout setting is used to set the amount of time after which an I/O timeout will occur when waiting for print data.
Default setting: 20 seconds

> **NOTE**
> The allowable range of the time is 1 to 999 seconds.

Enable USB port

This setting is used to enable or disable printing from the USB port.
Default setting: Enable

USB port emulation switching

If the machine is connected using the USB port, select the emulated printer language.

Setting items	Description
Auto	The printer language will switch automatically in accordance with the data from the computer.
PostScript	PostScript emulation is used to print the data from the computer. (An optional PS3 expansion kit is needed.)
PCL	PCL emulation is used to print the data from the computer.

NOTE
It is recommended to set "AUTO" (default setting) unless an error due to this setting occurs frequently.

Enable network port

This setting is used to enable or disable printing from the network port.
Default setting: Enable

Network port emulation switching

This setting is used to specify a printer language to emulate when the printer is connected to a computer through the network port.
The setting items are the same as those of "USB port emulation switching".

NOTE
It is recommended to set "AUTO" (default setting) unless an error due to this setting occurs frequently.

Port switching method

The machine can use the two ports shown below for printing. This setting is used to select when switching between ports will take place. "SWITCH AT END OF JOB" or "SWITCH AFTER I/O TIMEOUT" can be selected. When "SWITCH AT END OF JOB" is selected, the port will be automatically selected after each print job is completed. When "SWITCH AFTER I/O TIMEOUT" is selected, the port will be automatically selected if the time set in the I/O Timeout setting elapses.

● USB port
● Network port

CHAPTER 8

TROUBLESHOOTING

This chapter provides solutions to problems you may encounter when using the machine. Be sure to read this chapter whenever you encounter a problem.

TROUBLESHOOTING

The following problems may not be due to a machine failure, so please check again before calling for service. In the event that service is required, turn off the machine main power switch and power switch, unplug the power plug from the outlet. Problems related to the printer function are described in this chapter. For troubleshooting related to general machine use, the copier function, document filing function or the network scanner function, please read "Troubleshooting" in the corresponding manuals.

Problem	Check	Solution or cause
Printer is on but data is not received.	Is the interface cable correctly connected?	Make sure the USB cable is correctly connected to the machine and your computer. For more information, consult your network administrator.
	Has the printer driver been installed correctly?	Install the appropriate printer driver. (See the software setup guide.)
	Is the printer driver correctly selected? / Has it been configured in the network (when using as a network printer)?	Make sure that this printer is selected in the software application software or use an appropriate utility to check that the printer is registered on the network. For more information, consult your network administrator.
Data is received but not printed.	Has the specified size and type of paper been loaded?	Load paper, select another paper size or cancel printing.
Printer cannot be selected from computer.	Has the printer driver been installed correctly?	Install the appropriate printer driver. (See the software setup guide.)
The orientation of the image is incorrect on the print.	Are the print orientation settings in the printer driver correct?	Correct the orientation in the printer driver.
The printed image is cut off.	An incorrect ratio has been selected.	Select a suitable ratio when printing.
The edges of the printed image are missing.	There are margins around the edges of the paper where printing is not possible. Does the image overlap those margins?	Change the print area.
Printer prints in reverse order.	Has reverse page order been selected in the software application?	Cancel the reverse order printing in the application software.
Printer stops in the middle of a print job.	Has the tray full sensor activated and stopped printing because too many pages are in the exit tray?	Remove the paper from the exit tray.
	Is the tray out of paper?	Load paper. (see page 2-2 of the operation manual (for general information and copier operation).)
Printing is not on desired paper size.	Has "Paper Selection" been set to [Auto Select] in the printer driver?	Ensure that the desired paper is set in a paper tray of the printer and select [Auto Select] in the "Paper Selection" of the printer driver.
Printer write error occurs when printing from the USB port.	Is the timeout setting for the printer driver too short?	Set a longer time in the timeout setting in the printer driver.
Password entry is requested.	Did you enter a password for the retention function?	Password is needed when executing printing. If the password is not known, printing cannot be executed.

Problem	Check	Solution or cause
The printer driver cannot be installed.	Is there sufficient free space on your hard drive?	Delete any unneeded files and applications to increase free space on your hard drive.
	Are you using an operating system that is not supported?	Make sure your operating system is supported. (See the software setup guide that accompanied the machine.)
Two-sided printing is not possible.	Windows: Is [2-Sided[Book]] or [2-Sided[Tablet]] selected in the printer driver? Macintosh: Is [Long-edged binding (Flip on long edge)] or [Short-edged binding (Flip on short edge)] selected in the print settings screen?	Select two-sided printing in the printer driver (page 3-2).
	Has two-sided printing been prohibited in the administrator settings?	"Disabling of Duplex" has been enabled in the administrator settings. Consult the administrator.
Not all of the image is printed.	Are multiple applications running at once?	Quit all applications that you are not using and try printing again.
Stapling does not take place.	Has use of the staple been prohibited in the administrator settings?	"Disabling of Stapler" has been enabled in the administrator settings. Consult the administrator. The inserter does not operate (when an inserter is installed).
	Did you attempt to staple more than the maximum number of pages?	Check the maximum number of pages that can be stapled (page 3-7).
The inserter does not operate (when an inserter is installed).	Has use of the inserter been prohibited in the administrator settings?	"Disabling of Inserter" has been enabled in the administrator settings. Consult the administrator.
Punching does not take place (when a punch module is installed).	Windows: Does a checkmark appear in the "Punch" checkbox in the printer driver? Macintosh: Is the punch setting enabled in the print settings screen?	Select punch in the printer driver (page 3-7).
	Has use of the punch module been prohibited in the administrator settings?	"Disabling of punch" has been enabled in the administrator settings. Consult the administrator.
Document filing is not possible.	Has the printer driver been set to use the document filing function?	Select document filing in the printer driver (page 4-22). (In Mac OS 9, the document filing function cannot be used.)
	Do user folders created in the machine appear in "Folder Information"?	Click the "Get Folder Name" button in the document filing screen to call up the folders created in the machine. (page 4-22)
	Does the user folder have a password?	Enter the password in "Folder Password" in the document filing screen. (page 4-22)

Checking the IP address

There are two ways to check the IP address:

1. **Using [LIST PRINT] in [SYSTEM SETTINGS] in the operation panel**
   Select ALL CUSTOM SETTING LIST to print a list of the machine settings. The IP address that has been set for the machine can be found in this list. Follow the procedure below to check the IP address using ALL CUSTOM SETTING LIST.

2. **Using the administrator settings**
   The IP address can be verified using the administrator settings. To use this procedure, consult your administrator.

Checking the IP address from the [SYSTEM SETTINGS] screen of the operation panel

1 Press the [SYSTEM SETTINGS] key.

The system setting menu screen will appear.
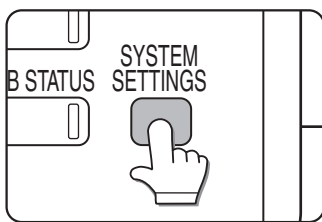
2 Touch the [LIST PRINT] key.

3 Touch the [ALL CUSTOM SETTING LIST] key.
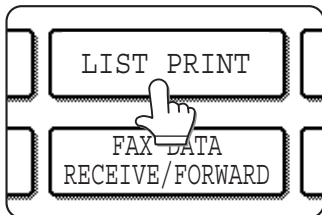
CHAPTER 9

APPENDIX

This chapter contains product specifications and other technical information.

PRINTER DRIVER SPECIFICATIONS

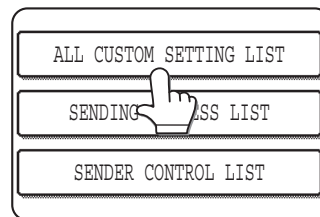| Function		PCL6	PCL5e	PS	Windows PPD*1	Macintosh PPD*1
Frequently used functions	Copies	1-999	1-999	1-999	1-999	1-999
	Orientation	Yes	Yes	Yes	Yes	Yes
	N-Up / Number of pages	2,4,6,8,9,16	2,4,6,8,9,16	2,4,6,8,9,16	2,4,6,9,16*2,3	2,4,6,9,16
	Order	Selectable	Selectable	Selectable	Selectable	Selectable
	Border	On/Off	On/Off	On/Off	Yes	Selectable
	2-Sided Print	Yes	Yes	Yes	Yes	Yes
	Fit To Page	Yes	Yes	Yes	No	Yes*4
	Binding Edge	Selectable	Selectable	Selectable	No	Yes*5
	Staple*6	Yes	Yes	Yes	Yes	Yes
	Punch*6	Yes	Yes	Yes	Yes	Yes
Paper	Paper Size	Yes	Yes	Yes	Yes	Yes
	Custom Paper	1 size	1 size	1 size	Yes*2	Yes*5
	Paper Selection	Yes	Yes	Yes	Yes	Yes
	Output tray	Yes	Yes	Yes	Yes	Yes
Convenient printer functions	Pamphlet/ Pamphlet Staple*7	Yes	Yes	Yes	Yes	Yes
	Margin Shift	10mm/ 20mm/30mm	10mm/ 20mm/30mm	10mm/ 20mm/30mm	Yes	Yes
	Rotate 180 degrees	Yes	Yes	Yes	Yes	Yes
	Scale/XY-Zoom	No	No	Yes	Yes*8	Yes*8
	Mirror Image	No	No	Yes	Yes	Yes*9
Special functions	Different Paper	Yes	Yes	Yes	No	Yes*10
	Transparency Inserts	Yes	Yes	Yes	No	Yes
	Carbon Copy	Yes	Yes	Yes	No	No
	Tab Printing	Yes	Yes	Yes	No	No
	Tandem Print	Yes	Yes	Yes	No	Yes*5
	Retention	Yes	Yes	Yes	No	Yes*5
	Document Filing	Yes	Yes	Yes	No	Yes*5,11

Function		PCL6	PCL5e	PS	Windows PPD[1]	Macintosh PPD[1]
Image adjusting function	Image Adjustment	Yes	No	Yes	No	No
	Text To Black/ Vector To Black	Yes	Yes	Yes	No	No
Functions to combine text and images	Watermark	Yes	Yes	Yes	Yes	Yes
	Overlay	Yes	Yes	Yes	No	No
Image Quality	Resolution	600x600 dpi/ 300x300 dpi	600x600 dpi/ 300x300 dpi	600x600 dpi	600x600 dpi	600x600 dpi
	Graphics Mode Selection	Yes	Yes	No	No	No
	Toner Save[12]	Yes	Yes	Yes	Yes	Yes
Font	Resident font	80 fonts	80 fonts	136 fonts	136 fonts[13]	35 fonts
	Selectable download font	bitmap, TrueType, Graphics	bitmap, TrueType, Graphics	bitmap, TrueType, Type1	bitmap, TrueType, Type1	No[14]
Other functions	Auto Configuration	Yes	Yes	Yes	No	Yes[5,15]

[1] The specifications of each function in Windows PPD and Macintosh PPD vary depending on the operating system version and the software application.

[2] Cannot be used in Windows NT 4.0.

[3] Only 2-Up and 4-Up printing can be used in Windows 98.

[4] Only Mac OS X v10.4 to 10.4.8 can be used.

[5] Cannot be used in Mac OS X v10.1.5.

[6] Can be used when a finisher or saddle stitch finisher is installed. (To use the punch function, a punch module must be also installed.)

[7] To use the pamphlet staple function, a saddle stitch finisher is required.

[8] The horizontal and vertical proportion cannot be set separately.

[9] Only Mac OS 9.0 to 9.2.2 can be used.

[10] Only covers can be inserted.

[11] Cannot be used in Mac OS 9.0 to 9.2.2.

[12] This setting may not operate in some software applications and operating systems.

[13] The number of available resident fonts is 35 in Windows NT 4.0.

[14] True Type and Type1 can be selected in some versions of LaserWriter.

[15] Cannot be used in Mac OS X v10.2.8.

9-3

PRINTER SPECIFICATIONS

Memory capacity (standard)	Standard 128MB
DIMM slots for additional memory	One (256 MB memory can be mounted.)
Page description language	PCL6, PCL5e, PS3 emulation*
Resident font	For PCL: Outline fonts: 80 Barcode fonts (option): 28 Bitmap font: 1 PostScript compatible fonts (option): 136
Interface	USB1.1 (Windows98/ME/2000/XP/Server 2003) USB2.0 (Windows2000/XP/Server 2003)
LAN connection	10Base-T/100Base-TX Supported protocols: IPX/SPX, TCP/IP, EtherTalk, NetBEUI
Operating system	IBM PC/AT or compatible computer: Windows® 98/Me, Windows NT® 4.0 (ServicePack5 or later), Windows® 2000 Server/Professional, Windows® XP Professional/Home Edition, Windows® Server 2003 Macintosh series*: Mac OS 9.0 to 9.2.2, 10.1.5, 10.2.8, 10.3.9 and 10.4 to 10.4.8
Continuous print speed	MX-M550U/MX-M550N: 55 pages/min, MX-M620U/MX-M620N: 62 pages/min, MX-M700U/MX-M700N: 70 pages/min. (Print speed during printing of the second sheet and following sheets when using A4 (8-1/2" x 11") plain paper and performing continuous one-sided printing of the same page; excluding use of offset output.)
Resolution	Data processing: 600 x 600 dpi Printing: 600 x 600 dpi, 1200 dpi equivalent x 600 dpi

* An optional PS3 expansion kit is needed.

Some discrepancies may exist in the illustrations and content due to improvements to the machine.

NOTICE PAGE PRINTING

A notice page will be printed when the current print job cannot be run due to a system limitation and an explanation of the limitation is too lengthy to be shown in the message display. A notice page will describe the limitation and other possible ways instead of possibilities to run the job.
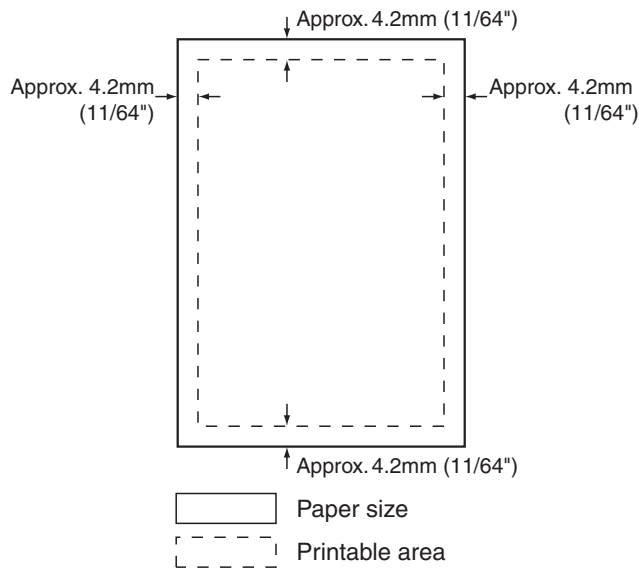
Printing of the notice page is initially disabled in the administrator settings (see "PROHIBIT NOTICE PAGE PRINTING" on).

A notice page will be printed in the following cases.

● When the print data of a single job is so large that it cannot be held in memory. (When there are other jobs occupying memory, notice pages may tend to be printed more frequently even for jobs with small amounts of data.)
● When different paper sizes have been selected for printing within a print job and one or more of the sizes cannot be delivered to the selected exit tray or to the stapler compiler. In these cases printed paper will be delivered partly to the specified destination (tray or compiler) and partly to another exit tray.
● When a function is selected that has been disabled using the administrator settings, such as disabling of two-sided printing, disabling of the staple function, or disabling of a specified exit tray.
● An invalid account number is entered when the auditing mode has been set.

PRINT AREA

The print area of this product is shown below.

Approx. 4.2mm (11/64")

Approx. 4.2mm (11/64")

Approx. 4.2mm (11/64")

Approx. 4.2mm (11/64")

☐ Paper size

⌐ ⌐ Printable area

● The print area is the entire page excluding a margin of 4.2 mm (11/64") at each edge. The actual print area may vary depending on the printer driver used and the type of software application.

PCL symbol set

No.	symbol set
1	Roman-8
2	ISO 8859-1 Latin 1
3	PC-8
4	PC-8 Danish/Norwegian
5	PC-850
6	ISO 6 ASCII
7	Legal
8	ISO 21 German
9	ISO 17 Spanish
10	ISO 69 French
11	ISO 15 Italian
12	ISO 60 Norwegian v1
13	ISO 4 United Kingdom
14	ISO 11 Swedish : names
15	PC1004 (OS/2)
16	DeskTop
17	PS Text
18	Microsoft Publishing
19	Math-8
20	PS Math

No.	symbol set
21	Pi Font
22	ISO 8859-2 Latin 2
23	ISO 8859-9 Latin 5
24	ISO 8859-10 Latin 6
25	PC-852
26	PC-775
27	PC Turkish
28	MC Text
29	Windows 3.1 Latin 1
30	Windows 3.1 Latin 2
31	Windows 3.1 Latin 5
32	Windows Baltic (not 3.1)
33	Windows 3.0 Latin 1
34	Symbol
35	Wingdings

● These symbol sets are trademarks or registered trademarks of their respective owners.

OPERATION MANUAL (for printer)

SHARP®

SHARP CORPORATION