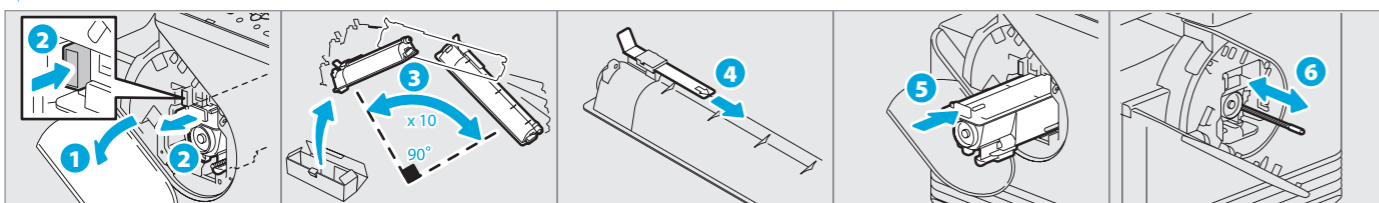


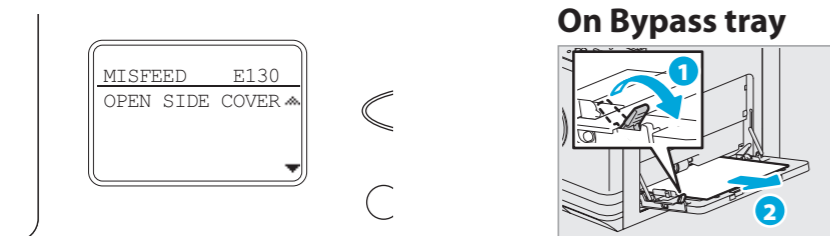
## Toner empty

User's Guide: Chapter 6

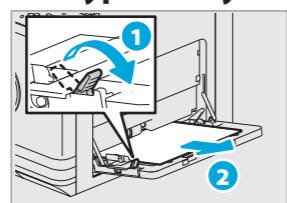


## Paper misfeed

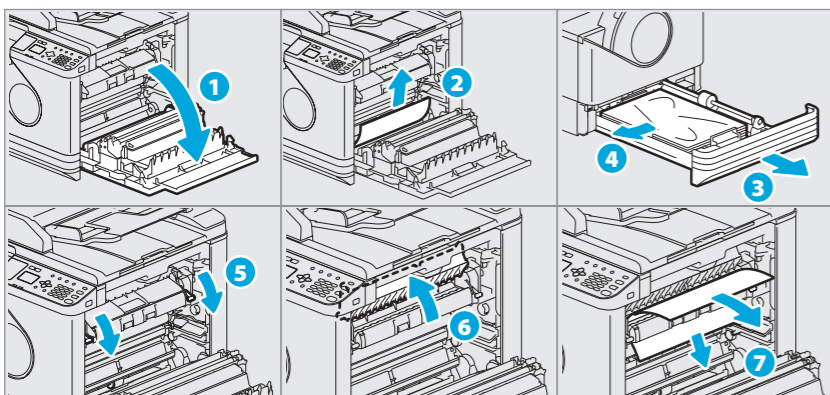
User's Guide: Chapter 6



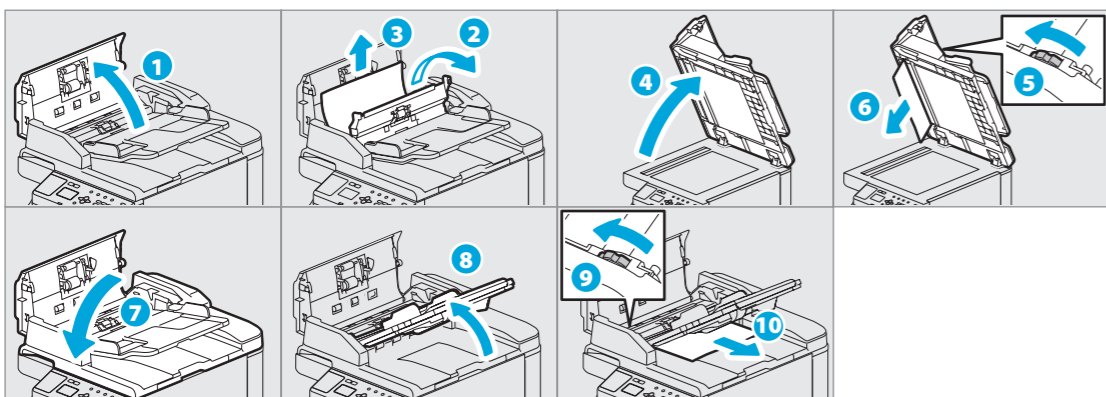
### On Bypass tray



### In Side cover



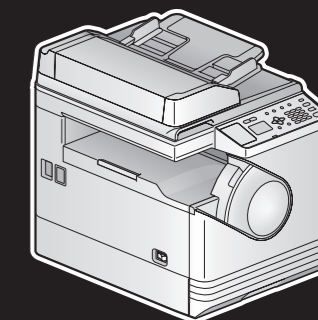
### In ADF



**TOSHIBA**  
Leading Innovation >>>

MULTIFUNCTIONAL DIGITAL SYSTEMS

# e-STUDIO 2505H



# Quick Guide

This manual describes the components, preparations, basic operations, and troubleshooting for the equipment. **Before using the equipment, read the Safety Information (Printouts).** The DVD bundled with the equipment contains the User's Guide (PDF file) besides this guide.

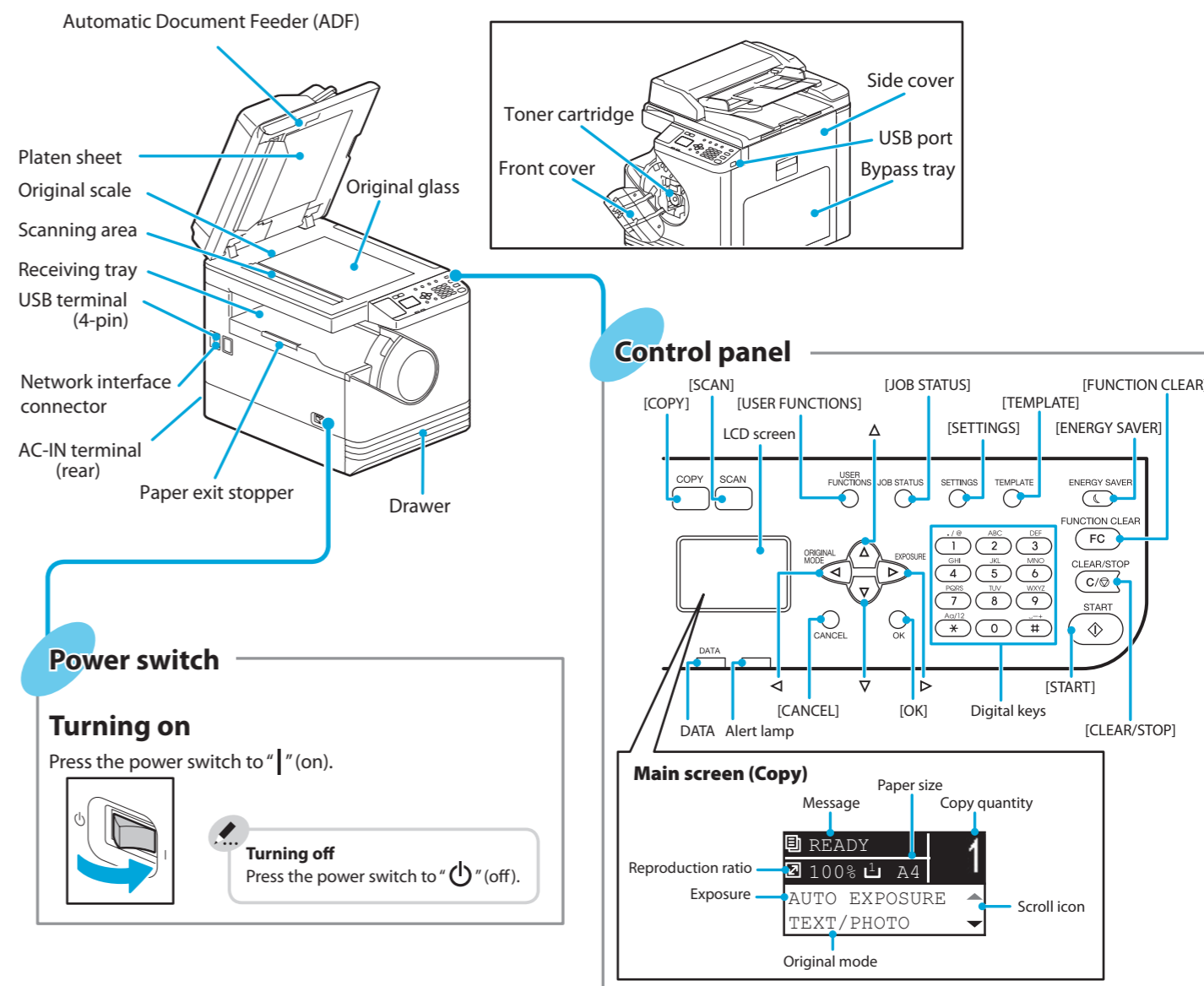
### Trademarks

Company names and product names in this manual are the trademarks of their respective companies.

## Component Description

### Equipment

User's Guide: Chapter 1



### Power switch

#### Turning on

Press the power switch to "I" (on).

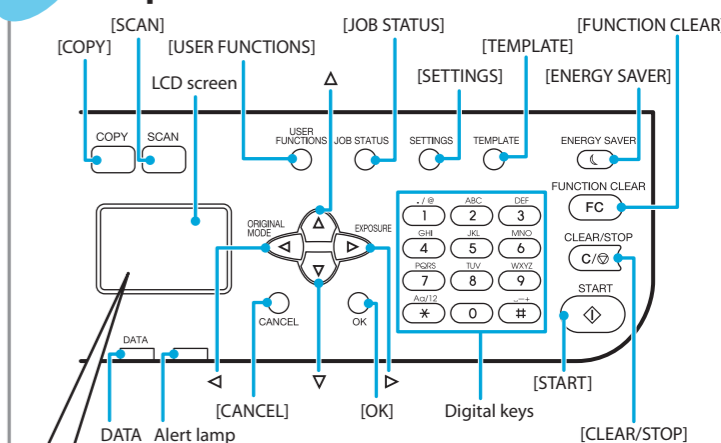


#### Turning off

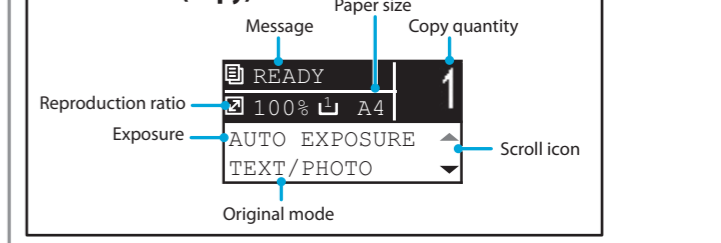
Press the power switch to "O" (off).



### Control panel



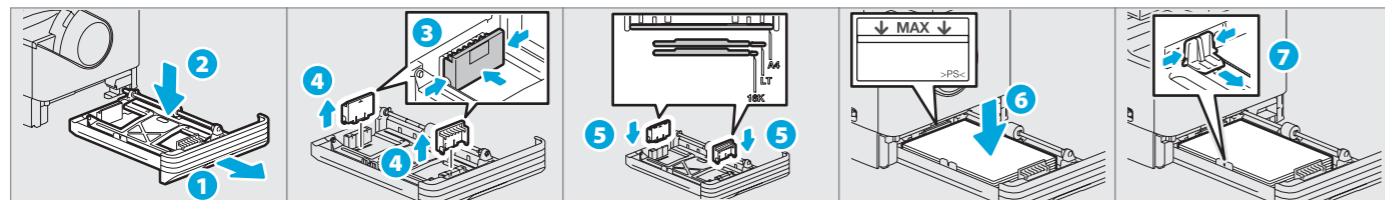
### Main screen (Copy)



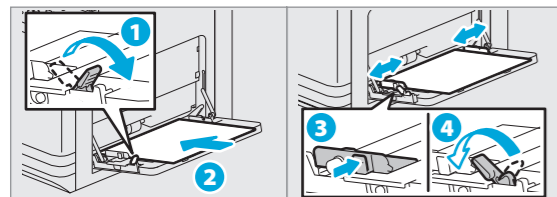
## Loading paper

[User's Guide: Chapter 1](#)

### Drawer



### Bypass tray



**To set paper size of Drawer**  
When you load paper in the drawer, a pop-up window appears. Follow the instructions and set the paper size. (When the "POP UP" function is set to "ENABLE".)

**To print on an A3 (LD) page**  
Load paper in the bypass tray, and follow the pop-up instructions to set the paper size and paper type.

## Driver installation

[Software Installation Guide: Chapter 2](#)

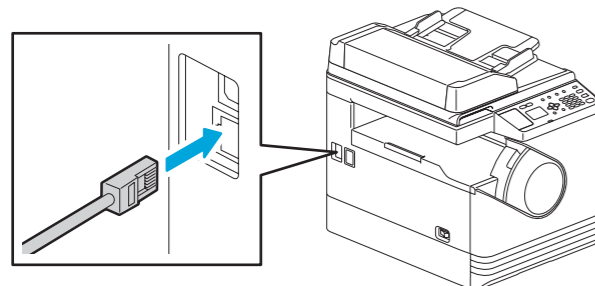
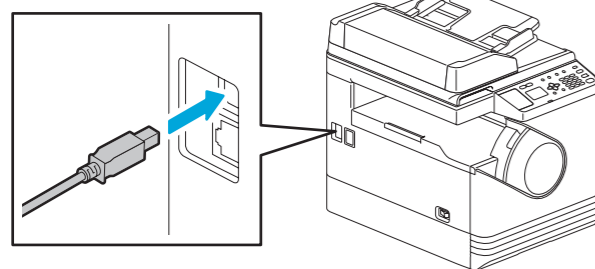
Installing the driver requires the administrator authority. For Windows 7, Windows 8, Windows Server 2008 R2, or Windows Server 2012, use the installer.

**Note when installing from installer**

- Close all running applications.
- If the installer does not automatically start, double-click "Setup.exe" in the DVD.

### Connecting computer

Before installing the drivers, connect the equipment and the computer with a USB cable or Network interface cable.



### Using installer

- Close all running applications.
- When a USB cable is connected, make sure that the equipment is turned off.
- Insert the DVD into the computer.
- Double-click "Setup.exe".
- Follow the on-screen instructions.

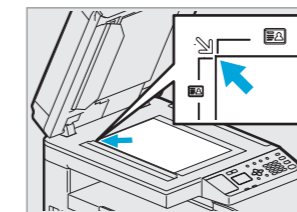
Printer and scanner functions are available.

## Copier

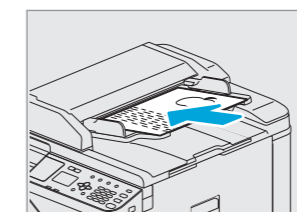
[User's Guide: Chapter 2](#)

- Place the original(s).

### Original glass

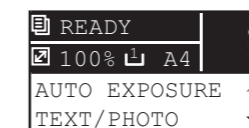


### ADF

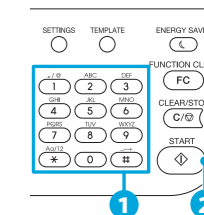


**Note when placing originals on ADF**  
When placing long originals (A3, B4, A4-R, LD, LG, COMP, or 8K), open the original holder so that the size of the original can be detected correctly.

- Press [COPY] and make the copy settings.



- Enter the number of copies with the digital keys 1, and then press [START] 2 to copy.



**To stop copying**  
Press [CLEAR/STOP]

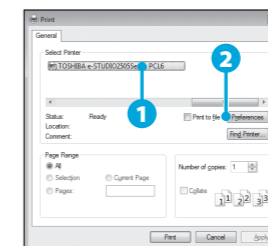
**To reset settings and LCD screen after copying**  
Press [FUNCTION CLEAR]

**Shortcut keys**  
Press <: "ORIGINAL MODE"  
Press >: Europe and the Americas "EXPOSURE",  
Except Europe and the Americas "ID CARD"

## Printer

[User's Guide: Chapter 3](#)

- Select [Print] from the application's [File] menu.
- Select your printer 1, and then click [Preferences] 2.
- Make print option settings, and then click [OK].
- Click [Print] ([OK]).



## Scanner

[User's Guide: Chapter 4](#)

### Scan to USB Memory

- Place the original(s).
- Press [SCAN].
- Connect the USB storage device to the equipment and wait a few seconds.
- Press < or > to select "USB", and then press [OK].
- Press > to make the scan settings as required.
- Press [START] to scan your documents.

### TWAIN Scan

- Place the original(s).
- Launch a TWAIN-compliant application.
- Select the device from the application's [File] menu.
- Select the menu to scan from the application's [File] menu.
- Make the scan settings, and then click [Scan].

## Templates

[User's Guide: Chapter 2, 4](#)

### Registering a template

- Press [COPY] or [SCAN].
- Make settings for the functions to register as a template.
- Press [TEMPLATE].
- Press < or > to select "REGISTRATION", and then press >.
- Press < or > to select a template, and then press [OK].

### Recalling a template

- Press [COPY] or [SCAN].
- Press [TEMPLATE].
- Press < or > to select "RECALL", and then press >.
- Press < or > to select the template, and then press [OK].