TOSHIBA
Leading Innovation »»

MULTIFUNCTIONAL DIGITAL COLOR SYSTEMS / MULTIFUNCTIONAL DIGITAL SYSTEMS

MFP Management Guide

TOSHIBA
Leading Innovation »»

Preface

Thank you for purchasing TOSHIBA Multifunctional Digital Systems or Multifunctional Digital Color Systems. This manual explains the instructions for administrators to set up and manage the Multifunctional Digital Systems or Multifunctional Digital Color Systems.
Read this manual before using your Multifunctional Digital Systems or Multifunctional Digital Color Systems. Keep this manual within easy reach, and use it to configure an environment that makes the best use of the e-STUDIO's functions.

> The e-STUDIO456 Series and the e-STUDIO856 Series provide the scanning/printing function as an option. However, this optional scanning/printing function is already installed in some models.

■ How to read this manual

❑ Symbols in this manual

In this manual, some important items are marked with the symbols shown below. Be sure to read these items before using this equipment.

⚠ WARNING	Indicates a potentially hazardous situation which, if not avoided, could result in death, serious injury, or serious damage, or fire in the equipment or surrounding objects.
⚠ CAUTION	Indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injury, partial damage to the equipment or surrounding objects, or loss of data.
Note	Indicates information to which you should pay attention when operating the equipment.

Other than the above, this manual also marks information that may be useful for the operation of this equipment with the following signs:

Tip	Describes handy information that is useful to know when operating the equipment.
📖	Pages describing items related to what you are currently doing. See these pages as required.

❑ Model and series names in this manual

In this manual, each model name is replaced with the series name as shown below.

Model name	Series name in this manual
e-STUDIO5540C/6540C/6550C	e-STUDIO6550C Series
e-STUDIO2040C/2540C/3040C/3540C/4540C	e-STUDIO4540C Series
e-STUDIO206L/256/306/356/456/506, e-STUDIO256SE/306SE/356SE/456SE/506SE	e-STUDIO456 Series
e-STUDIO556/656/756/856, e-STUDIO556SE/656SE/756SE/856SE	e-STUDIO856 Series
e-STUDIO2050C/2550C	e-STUDIO2550C Series
e-STUDIO2555C/3055C/3555C/4555C/5055C, e-STUDIO2555CSE/3055CSE/3555CSE/4555CSE/5055CSE	e-STUDIO5055C Series
e-STUDIO306LP	e-STUDIO306LP
e-STUDIO307LP	e-STUDIO307LP
e-STUDIO5560C/6560C/6570C	e-STUDIO6570C Series
e-STUDIO207L/257/307/357/457/507	e-STUDIO507 Series
e-STUDIO557/657/757/857	e-STUDIO857 Series

❑ Options

For the available options, refer to "Options" in the *Quick Start Guide* for your equipment.

❑ Explanation for control panel and touch panel

- Illustrations for the control panel and the touch panel shown in this manual are those of the e-STUDIO2550C Series.
  The shape and location of some buttons on the control panel and the dimension of the touch panel of the other models differ depending on the model, however, the names and functions of the buttons and parts are the same.
- The details on the touch panel menus may differ depending on the operating environment such as whether options are installed.
- The illustration screens used in this manual are for paper in the A/B format. If you use paper in the LT format, the display or the order of buttons in the illustrations may differ from that of your equipment.

❑ Trademarks

- The official name of Windows Vista is Microsoft Windows Vista Operating System.
- The official name of Windows 7 is Microsoft Windows 7 Operating System.
- The official name of Windows 8 is Microsoft Windows 8 Operating System.
- The official name of Windows Server 2003 is Microsoft Windows Server 2003 Operating System.
- The official name of Windows Server 2008 is Microsoft Windows Server 2008 Operating System.
- The official name of Windows Server 2012 is Microsoft Windows Server 2012 Operating System.
- Microsoft, Windows, Windows NT, and the brand names and product names of other Microsoft products are trademarks of Microsoft Corporation in the US and other countries.
- Apple, AppleTalk, Macintosh, Mac, Mac OS, Safari, iPhone, iPod touch, and TrueType are trademarks of Apple Inc. in the US and other countries.
- AirPrint, AirPrint logo, and iPad are trademarks of Apple Inc.
- IOS is a trademark or registered trademark of Cisco in the U.S. and other countries and is used under license.
- Adobe, Adobe Acrobat, Adobe Reader, Adobe Acrobat Reader, and PostScript are trademarks of Adobe Systems Incorporated.
- Mozilla, Firefox and the Firefox logo are trademarks or registered trademarks of Mozilla Foundation in the U.S. and other countries.
- IBM, AT and AIX are trademarks of International Business Machines Corporation.
- NOVELL, NetWare, and NDS are trademarks of Novell, Inc.
- TopAccess is a trademark of Toshiba Tec Corporation.
- Other company and product names given in this manual or displayed in this software may be the trademarks of their respective companies.

CONTENTS

Chapter 3 MANAGING COUNTERS (COUNTER MENU)

Chapter 4   APPENDIX

1

SETTING ITEMS (USER)
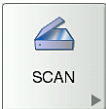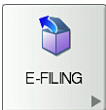
Accessing the User Menu

Follow the steps below to access the USER menu in the USER FUNCTIONS screen.

1 **Press the [USER FUNCTIONS] button on the control panel to access the USER FUNCTIONS menu.**

2 **Press the [USER] tab.**
The USER menu is displayed.

3 **Continue with the user setting operation that you require.**

The USER FUNCTIONS screen contains the following buttons. For details of each button, see the corresponding page.

📖 P.9 "GENERAL"

📖 P.18 "LIST"

📖 P.12 "COPY"

📖 P.19 "DRAWER"

📖 P.14 "FAX"

📖 P.21 "ADDRESS"

📖 P.15 "SCAN"

📖 P.43 "CHECK E-MAIL"

📖 P.17 "E-FILING"

📖 P.44 "PRINT"

📖 P.45 "CHANGE USER PASSWORD"

Notes

- The displayed buttons differ depending on the model.
- [CHANGE USER PASSWORD] is available only when the MFP Local Authentication function is enabled.
- When the User Management function is enabled, the [ADMIN] tab will be unavailable for a user who logs into the MFP without administrator privileges.
- [E-FILING] is displayed only in color models with a hard disk installed.

1

GENERAL

You can change the initial settings (defaults) for the equipment.

Tip

For instructions on how to display the GENERAL menu, see the following page:
  P.8 "Accessing the User Menu"

This menu allows you to perform the following operations:

  P.9 "Changing the display language"

  P.10 "Setting the auto calibration"

  P.10 "Setting the reversed display"

  P.10 "Setting the calibration"

  P.10 "Adjusting the display setting"

  P.11 "Setting the registration"
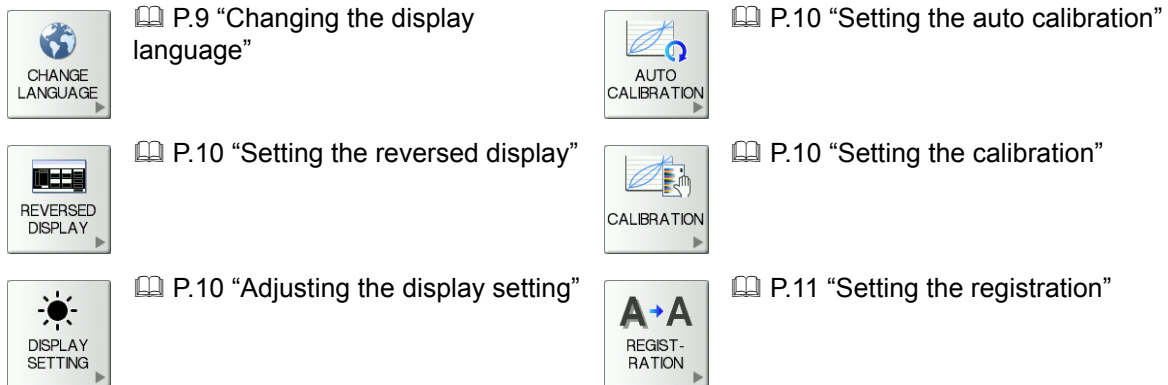
Note

The displayed buttons differ depending on the model.

■ Changing the display language

You can change the language used on the touch panel to a different one. Selecting the desired display language and pressing [OK] changes the language used on the display to that selected.

Tip

To add a display language, see the following page:
  P.65 "Adding or removing display languages"

■ Setting the reversed display

You can display the touch panel reversed when normal display is too bright for you, or you want to display it more clearly.
Press [ON] to enable the reversed display, or [OFF] to disable the reversed display.

Screen in reversed display mode
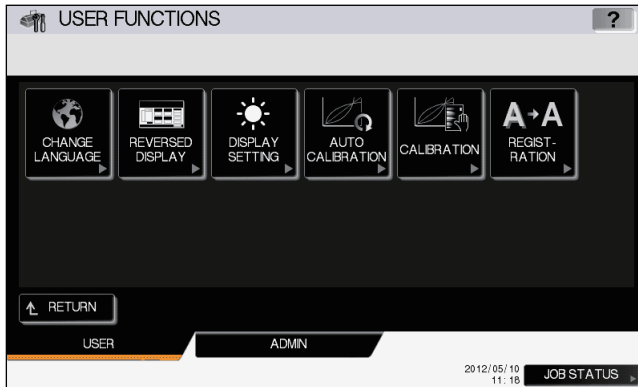
■ Adjusting the display setting

You can adjust the touch panel brightness.

On the DISPLAY SETTING screen, adjust the brightness by pressing ⊟ or ⊞ .

> Tip
>
> Pressing [RESET] resets the display setting back to the factory default.

■ Setting the auto calibration

You can automatically calibrate the color gradation when the shading and hue are not reproduced accurately in the images scanned by this machine.
Calibrate by following the on-screen instructions.

> Tips
>
> • This menu is available only for some models.
> • To adjust the shading and hue of the images more precisely, use "CALIBRATION".

■ Setting the calibration

You can automatically calibrate the color gradation when the shading and hue are not reproduced accurately in the images scanned by this machine.
This function allows you to make more precise adjustments than the "AUTO CALIBRATION".
Instructions on how to perform calibration are the same as when it is performed from the ADMIN menu.
See the following page:
📖 P.60 "Setting the calibration"

> Note
>
> [CALIBRATION] is displayed in the USER menu only when [CALIBRATION] in the DISPLAY LEVEL screen of the ADMIN menu is set to [USER]. For instructions on how to change the display level, see the following page:
> 📖 P.60 "Setting the calibration and registration display level"

■ Setting the registration

When color misregistration occurs, you can align the position of each color.
This button is available only for some models.

Instructions on how to perform registration are the same as when it is performed from the ADMIN menu.
See the following page:
  P.62 "Setting the registration"

> **Note**
>
> [REGISTRATION] is displayed in the USER menu only when [REGISTRATION] in the DISPLAY LEVEL screen of the ADMIN menu is set to [USER].
> For instructions on how to change the display level, see the following page:
>   P.60 "Setting the calibration and registration display level"

COPY

You can change the initial settings (defaults) for copy jobs.

> Tips
>
> - The number of pages and options displayed on the COPY screen differ depending on the model.
> - For instructions on how to display the COPY screen, see the following page:
>   📖 P.8 "Accessing the User Menu"
> - For details of the copy functions, refer to the *Copying Guide*.

The screen is composed of multiple pages. Press ⌃ or ⌄ to navigate back and forth through the pages.

Item name	Description
EXPOSURE	A setting item for monochromatic models. Select the desired exposure for copy jobs. • **AUTO** — Press this button to set the contrast automatically in accordance with the original. • **MANUAL** — Press this button to set the contrast manually.
EXPOSURE FOR COLOR	A setting item for color models. Select the desired exposure for color copies. • **AUTO** — Press this button to set the contrast automatically in accordance with the original. • **MANUAL** — Press this button to set the contrast manually.
EXPOSURE FOR BLACK	A setting item for color models. Select the desired exposure for black and white copies. • **AUTO** — Press this button to set the contrast automatically in accordance with the original. • **MANUAL** — Press this button to set the contrast manually.
COLOR MODE	A setting item for color models. Press the button of the desired color mode for copy jobs. Only [BLACK] can be selected when the No Limit Black function (📖 P.152) is enabled.
IMAGE DIRECTION	Select whether to use the function for IMAGE DIRECTION. • **ENABLE** — Press this button to use this function. • **DISABLE** — Press this button to disable this function.
BYPASS FEED	Press the button of the desired paper type for bypass feeding. To make a copy on the back side of the paper, select the paper type and then press [PRINTED] under "BACK PRINTED". The displayed paper types differ depending on the model. For details of the paper types, refer to the *Copying Guide "Chapter 1: BEFORE USING EQUIPMENT"*.
ORIGINAL MODE	A setting item for monochromatic models. Press the button of the desired original mode.
ORIGINAL MODE FOR COLOR	A setting item for color models. Press the button of the desired original mode for color copies.
ORIGINAL MODE FOR BLACK	A setting item for color models. Press the button of the desired original mode for black and white copies.
INSERTER/INVERT BACKSIDE COVER	When set to [ON], the back cover fed from the inserter is output inverted, which is convenient for outputting the back cover inverted when using paper with different front and back face for the front and back cover.
TAB EXTENSION	This setting item allows you to set the tab extension of the tab paper placed in the drawers or Bypass Feed Tray. This option also allows you to specify the shift margin for moving the copy image to the desired position on the tab extension.
ORIGINAL MODE FOR AUTO COLOR	A setting item for color models. Press the button of the desired original mode for color copies.

Item name	Description
OMIT BLANK PAGE ADJUSTMENT	Select the desired sensitivity from 7 levels to detect and delete blank pages from the scanned original in a copy job. The higher the level is set by pressing ⊞ , the more likely the equipment is to detect blank pages. For details of the function, refer to the *Copying Guide "Chapter 4: EDITING FUNCTIONS"*.
ACS ADJUSTMENT	A setting item for color models. Select the desired sensitivity from 7 levels to detect whether the original scanned in the Auto Color Copy mode is color or black and white. The higher the level is set by pressing 🔘 , the more likely the equipment is to detect the scanned original as a color document. The lower the level is set by pressing 🔘 , the more likely the equipment is to detect the scanned original as a black and white document.

FAX

You can change the initial settings (defaults) for fax and Internet Fax jobs.

To send and receive faxes, the FAX Unit must be installed. If the FAX Unit is not installed, you can only set [RESOLUTION], [ORIGINAL MODE], [EXPOSURE], [PREVIEW SETTING] and [INITIAL PREVIEW TYPE]. For details of other setting items, refer to the *Operator's Manual for FAX Unit "Chapter 6: SETTING ITEMS"*.

> Tips
>
> • If the FAX Unit is not installed, the options set in this menu are applied to Internet Fax transmission jobs.
> • Depending on the model, [FAX] is available only when the Scanner Kit or Printer/Scanner Kit is installed.
> • For instructions on how to display the FAX screen, see the following page:
>   📖 P.8 "Accessing the User Menu"

The screen is composed of multiple pages. Press ⌃ or ⌄ to navigate back and forth through the pages.

Item name	Description
RESOLUTION	Select the resolution based on the fineness of the original. • **STANDARD** — This option is suitable for an original with regular size text. • **FINE** — This option is suitable for an original with small size text and fine illustrations. • **U-FINE** — This option is suitable for an original with small size text and detailed illustrations.
ORIGINAL MODE	Select the scanning mode based on the type of the original. • **TEXT** — This option is suitable for an original with text and line drawings. • **TEXT/PHOTO** — This option is suitable for an original with a mixture of text and photos. • **PHOTO** — This option is suitable for an original with photos.
EXPOSURE	Select the desired exposure for the original. When setting the contrast manually, press ◁ or ▷ to set the desired contrast. When setting the contrast automatically in accordance with the original, press [AUTO].
PREVIEW SETTING	Enabling the Preview function allows you to preview the scanned image before transmitting the fax/Internet Fax job. • **ON** — Press this button to enable the function. • **OFF** — Press this button to disable the function.
INITIAL PREVIEW TYPE	Select the display mode for the preview screen. The available options are: [PAGE FIT] and [WIDTH FIT].
MULTIDEST. CONFIRMATION	Select whether to display the confirmation screen when multiple destinations are specified.

> Note
>
> [PREVIEW SETTING] and [INITIAL PREVIEW TYPE] are available only for some models.

SCAN

You can change the initial settings (defaults) for scan jobs.

> Tips
>
> • Depending on the model, [SCAN] is available only when the Scanner Kit or Printer/Scanner Kit is installed.
> • For instructions on how to display the SCAN screen, see the following page:
>   📖 P.8 "Accessing the User Menu"

The screen is composed of multiple pages. Press ⌃ or ⌄ to navigate back and forth through the pages.

Item name	Description
COLOR MODE	Press the desired mode button.
COMPRESS	Press the desired mode button for scan jobs in Gray Scale, Full Color, or Auto Color mode.
SINGLE/2-SIDED SCAN	Press the desired mode button. • **SINGLE** — Press this button to set the Single Page Scan mode as the default scan mode. • **BOOK** — Press this button to set the Book Scan mode as the default scan mode. This enables scans of both sides of originals in the same direction. • **TABLET** — Press this button to set the Tablet Scan mode as the default scan mode. This enables scans of front pages in the general direction, and scans of back pages in the opposite direction.
ROTATION	Press the desired mode button. • ⒜➔⒜ — Select this option to scan originals without a change in orientation. • ◁➔⒜ — Select this option to rotate your scans 90 degrees to the right. • ⱽ➔⒜ — Select this option to rotate your scans 180 degrees. • ▷➔⒜ — Select this option to rotate your scans 90 degrees to the left.
PREVIEW SETTING	Enabling the Preview function allows you to preview the scanned images before saving or E-mailing them. • **ON** — Press this button to enable the function. • **OFF** — Press this button to disable the function.
INITIAL PREVIEW TYPE	Select the display mode for the preview screen. The available options are: [PAGE FIT] and [WIDTH FIT].
OMIT BLANK PAGE ADJUSTMENT	Select the desired sensitivity from 7 levels to detect and delete blank pages from the scanned original in a scan job. The higher the level set by pressing ➕ , the more likely the equipment to detect blank pages. For details of the Omit Blank Page function, refer to the **Scanning Guide "Chapter 3: USEFUL FUNCTIONS"**.
ACS ADJUSTMENT	Select the desired sensitivity from 7 levels to detect whether the original scanned in the Auto Color mode is color or black and white. The higher the level set by pressing 🎨 , the more likely the equipment to detect the scanned original as a color document. The lower the level set by pressing ⬛ , the more likely the equipment to detect the scanned original as a black and white document.
IMAGE QUALITY FOR BLACK IN ACS	Press the desired image quality mode button for scanning black and white originals in the Auto Color mode. The available options are: [STANDARD] and [HIGH QUALITY].

Item name	Description
B/W ADJUSTMENT FOR STANDARD	Select the exposure for scanning black and white originals in the Auto Color mode. The higher the exposure set by pressing ◁ , the lighter the scans of black and white in an original. The lower the exposure set by pressing ▶ , the darker the scans of black and white in an original.

> **Note**
>
> [PREVIEW SETTING] and [INITIAL PREVIEW TYPE] are available only for some models.

Set the following items for each color mode (Full Color/Auto Color, Gray Scale, or Black mode).

Item name	Description
RESOLUTION	Press the button of the desired resolution (dpi) for scans.
ORIGINAL MODE	Press the button of the desired mode for scans. ([ORIGINAL MODE] is not available in Gray Scale mode.)
EXPOSURE	Select the desired exposure for scans. To set the contrast manually, press ◁ or ▶ and set the desired contrast level. To set the contrast automatically in accordance with the original, press [AUTO].
BACKGROUND ADJUSTMENT	Select the desired background exposure for scans. The higher the exposure set by pressing ◁ , the lighter the background color. The lower the exposure set by pressing ▶ , the darker the background color.

E-FILING

You can set the image quality type for printing color documents that have been stored by Scan to e-Filing.

Note

The e-Filing function is available only when the hard disk is installed on the equipment.

Tip

For instructions on how to display the E-FILING screen, see the following page:
⚲ P.8 "Accessing the User Menu"

Item name	Description
GENERAL	Press this button to apply proper color quality for printing a general color document.
PHOTOGRAPH	Press this button to apply proper color quality for printing photos.
PRESENTATION	Press this button to apply proper color quality for printing presentation material.
LINE ART	Press this button to apply proper image quality for printing a document containing many characters or line arts.

LIST

You can print the lists below.

> Tips
>
> - For instructions on how to display the LIST screen, see the following page:
>   📖 P.8 "Accessing the User Menu"
> - The list is printed on paper that is fed from the drawer in which LT-R or A4-R paper is set and exits to the receiving tray.

Item name	Description
ADDRESS BOOK	Press this button to print the ADDRESS BOOK INFORMATION that shows all registered contacts in the equipment. • **ID SORT** — Press this button to print the ADDRESS BOOK INFORMATION sorted by ID number. • **NAME SORT** — Press this button to print the ADDRESS BOOK INFORMATION sorted by last name. > Tip > > For an output example of ADDRESS BOOK INFORMATION, see the following page: > 📖 P.162 "ADDRESS BOOK INFORMATION"
GROUP NUMBERS	Press this button to print the GROUP NUMBER INFORMATION that shows all registered groups and members in the equipment. > Tip > > For an output example of GROUP NUMBER INFORMATION, see the following page: > 📖 P.163 "GROUP NUMBER INFORMATION"
FUNCTION	Press this button to print the FUNCTION LIST (User). > Tip > > For an output example of FUNCTION LIST, see the following page: > 📖 P.164 "FUNCTION LIST (User)"

When the Department Management feature is enabled, the screen to input the department code is displayed. Enter the department code and press [OK] to print each list. However, when the No Limit Black function (📖 P.152) is enabled, each list is printed without displaying the screen for inputting the department code.

DRAWER

You can set the paper size and paper type for each drawer.

For instructions on how to display the DRAWER screen, see the following page:
📖 P.8 "Accessing the User Menu"

1 **On the DRAWER screen, press the portion of the illustration corresponding to the drawer whose paper size you want to change, and press the desired paper size button.**
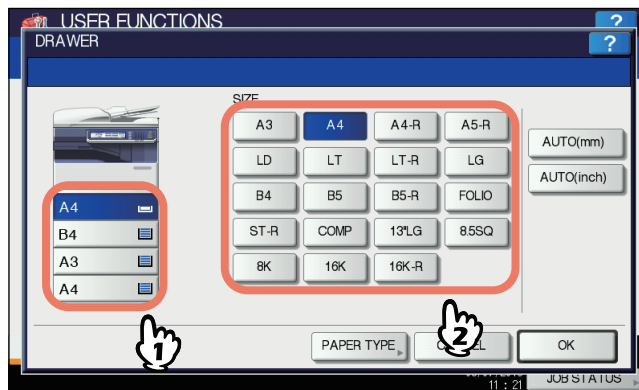
In models that can automatically detect the paper size, selecting [AUTO(mm)] or [AUTO(inch)] instead of the paper size button allows you to automatically set the size of the paper placed in the drawers. Press [AUTO(mm)] when using A/B format paper such as A3 and A4, and [AUTO(inch)] when using LT format paper such as LD and LT.

Notes

- The displayed buttons differ depending on the model.
- The equipment may fail to detect the paper size and displays the "!" mark if the LT format paper is placed in the drawer for which [AUTO(mm)] is set or vice versa. In this case, correct the selected button.

If you want to change the paper type from plain paper to another or want to specify the purpose of use of the paper in the drawer, press [PAPER TYPE] and proceed to step 2. If you do not need to set paper type, press [OK] and complete the operation.

2 **Press the portion of the illustration corresponding to the drawer whose paper type you want to change and press the desired paper type button, then press [OK] to complete the settings.**
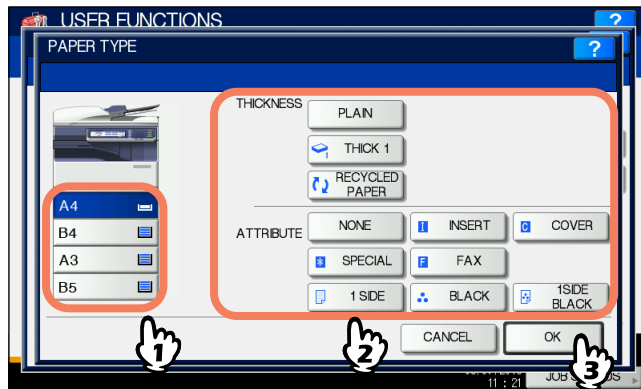
The PAPER TYPE screen consists of two sections: THICKNESS and ATTRIBUTE.
Set THICKNESS when using thick paper and recycled paper.
Set ATTRIBUTE when using the paper in the drawer for a specific purpose. For example, if you select [INSERT] for a drawer, the paper in the drawer will always be used for copy insertion.

Note

The displayed buttons differ depending on the model.

Tips

- For details of the paper types, refer to the *Copying Guide "Chapter 1: BEFORE USING EQUIPMENT"*.
- Paper placed in a drawer set with THICKNESS other than [PLAIN] or [RECYCLED PAPER], or paper placed in a drawer set with ATTRIBUTE other than [NONE] is out of the scope of the Automatic Paper Selection (APS).
  For details of APS, refer to the *Copying Guide "Chapter 3: BASIC COPY MODES"*.
- When an attribute other than [NONE] is set for a drawer, the paper placed in this drawer is out of the scope of the Automatic Change of Paper Source function.
  For details of this function, see the following page:
  📖 P.102 "COPY"

ADDRESS

This menu allows you to perform the following operations:
- 📖 P.21 "Managing contacts in address book"
- 📖 P.31 "Managing groups in address book"

Tip

For instructions on how to display the ADDRESS BOOK menu, see the following page:
📖 P.8 "Accessing the User Menu"

■ Managing contacts in address book

Contacts registered in the address book can be listed from the screen displayed when the [FAX] button on the control panel is pressed, for example. When transmitting a fax or internet fax, you can easily specify the recipients by selecting from the address book list. Furthermore, the address book can also be used to specify E-mail addresses for Scan to E-mail transmission.
In the address book, you can register up to 3000 contacts (up to 400 contacts when the hard disk is not installed on the equipment), which can contain a fax number, an e-mail address, or both. When the FAX Unit is installed, you can also specify fax transmission options for each contact, such as transmission type, ECM, quality transmission, line select, and subaddress settings.

Notes

- To send and receive faxes, the FAX Unit must be installed.
- Depending on the model, you can use E-mail addresses registered in the address book as destinations for Scan to E-mail or Internet Fax only when the Scanner Kit or Printer/Scanner Kit is installed.

On the [SINGLE] tab of the ADDRESS BOOK menu, you can perform the following operations to manage contacts.
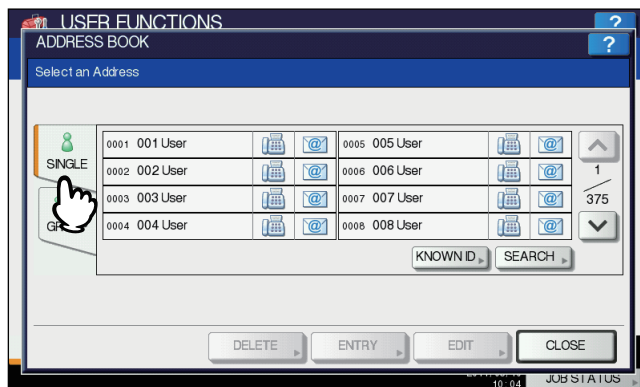
📖 P.22 "Creating new contacts"
📖 P.26 "Editing or deleting contacts"
📖 P.28 "Searching for contacts"

Tip

You can import and export address book data in the TopAccess administrator mode. For details, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

❑ Creating new contacts

You can create new contacts in the address book. The following two methods are available to create new contacts.

📖 P.22 "Registering contacts from the USER FUNCTIONS using [ADDRESS] button"
📖 P.24 "Registering contacts from Log lists"

Registering contacts from the USER FUNCTIONS using [ADDRESS] button

1 **Press an undefined button to register a new contact and press [ENTRY].**
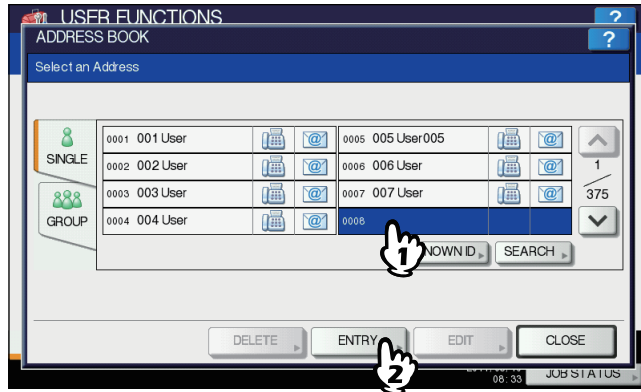
The ADDRESS BOOK REGISTRATION screen is displayed.

> Tip

If the touch panel does not display an undefined button, press ⌄ to display the next page.

2 **Press each button on the touch panel to enter the following contact information.**

Item name	Description
FIRST NAME	Press this button to enter the first name of the contact. This name will appear in the address book list on the touch panel. You can enter up to 32 characters.
LAST NAME	Press this button to enter the last name of the contact. This name will appear in the address book list on the touch panel. You can enter up to 32 characters.
FAX NO.	Press this button to enter the fax number of the contact. You can enter a number of up to 128 digits.
2ND FAX	Press this button to enter the second fax number of the contact. (When repeated attempts to connect to [FAX NO.] fail, fax is sent to [2ND FAX] if registered.) You can enter a number of up to 128 digits.
E-MAIL	Press this button to enter the E-mail address of the contact. You can enter an address of up to 192 alphanumeric characters.
CORP.	Press this button to enter the company name of the contact. You can enter up to 64 characters.
DEPT.	Press this button to enter the department name of the contact. You can enter up to 64 characters.
KEYWORD	Press this button to enter a keyword for the contact. This keyword can be used to search for this contact. You can enter up to 256 characters.

Note

[FIRST NAME] or [LAST NAME], and [FAX NO.] or [E-MAIL] are mandatory items. The contact will not be registered if any of them are missing.

- When you press a button other than [FAX NO.] and [2ND FAX], the on-screen keyboard is displayed.
  For details of the on-screen keyboard, see the following page:
  📖 P.158 "On-screen keyboard"
- When you press [FAX NO.] or [2ND FAX], the on-screen numeric keypad is displayed.
  For details of the on-screen numeric keypad, see the following page:
  📖 P.159 "On-screen numeric keypad"

3 Press [OPTION] to specify the default settings for fax transmission.

Notes

- This step is available only when the FAX Unit is installed.
- For details of the options for fax transmission, refer to the *Operator's Manual for FAX Unit "Chapter 6: SETTING ITEMS"*.

4 Press [OK] to register the contact.

The contact is registered in the address book.

Registering contacts from Log lists

You can register information such as remote fax numbers and E-mail addresses in the address book from the Send/Receive Log screen.

The following information can be registered from the Send Log:
- Remote fax numbers that were directly dialed, or that were searched from the LDAP server
- E-mail addresses that were manually entered, or that were searched from the LDAP server

The following information can be registered from the Receive Log:
- Remote fax numbers that were directly dialed, or that were searched from the LDAP server for a polling reception
- E-mail address of the sender

The following information can be registered from the Scan Log:
- E-mail addresses that were manually entered

1 Press [JOB STATUS] on the touch panel.

2 Press the [LOG] tab and then, [SEND] (or [RECEIVE] or [SCAN]).
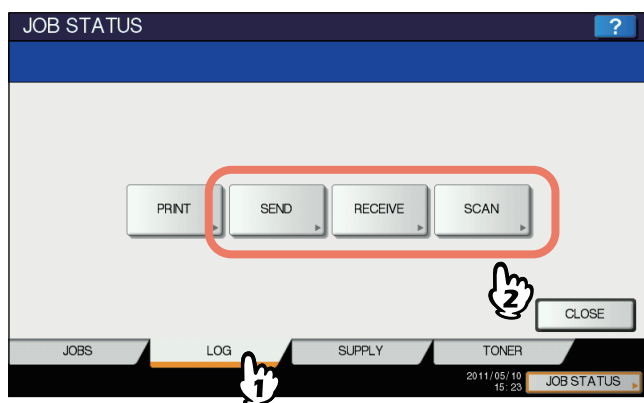
The SEND (or RECEIVE or SCAN) LOG list is displayed.

3 Select the job that includes the fax number or E-mail address you want to register into the address book, and press [ENTRY].
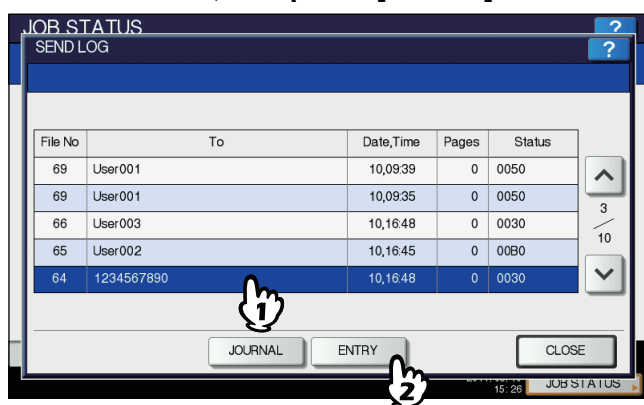
Note

To register E-mail addresses specified as Bcc contacts into the address book from the scan log, it is necessary to enable the [BCC Address Display on Job Log, Job Status] option from the TopAccess - Email menu. If the [BCC Address Display on Job Log, Job Status] option is disabled, the description [BCC Address] is displayed on the Scan Log screen instead of an E-mail address. In this case, [ENTRY] is disabled even if you select the description [BCC Address]. For instructions on how to enable the [BCC Address Display on Job Log, Job Status] option, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

4 **Edit the contact information.**

For the description of each item, see step 2 of the following operation:
📖 P.22 "Registering contacts from the USER FUNCTIONS using [ADDRESS] button"

5 **Press [OPTION] to specify the default settings for fax transmission.**

Notes

- This step is available only when the FAX Unit is installed.
- For details of the options for fax transmission, refer to the *Operator's Manual for FAX Unit "Chapter 6: SETTING ITEMS"*.

6 **Press [OK] to register the contact.**

The contact is registered in the address book.

❑ Editing or deleting contacts

You can edit (or delete) contact information registered in the address book.

1 On the ADDRESS BOOK screen, press the contact that you want to edit and press [EDIT].
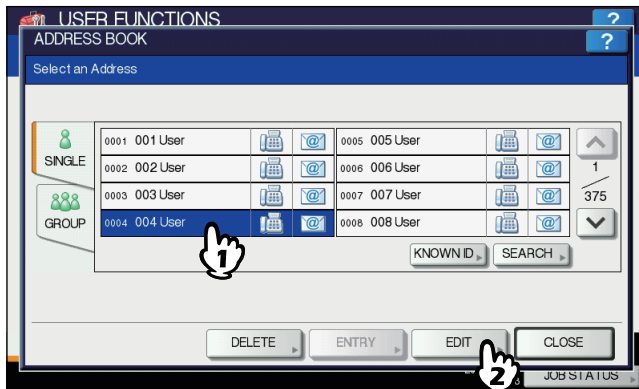
The ADDRESS BOOK EDIT screen is displayed.

> Notes
>
> - If the touch panel does not display the contact you want to edit, press ⌄ to display the next page.
> - The search function allows you to quickly search for the contact you want to edit. To search for the contact, see the following page:
>   📖 P.28 "Searching for contacts"

To delete, press the contact you want to delete, and then [DELETE].
The message "Delete OK?" is displayed on the ATTENTION screen.

Press [YES] to delete the contact.

2 Edit the contact information.
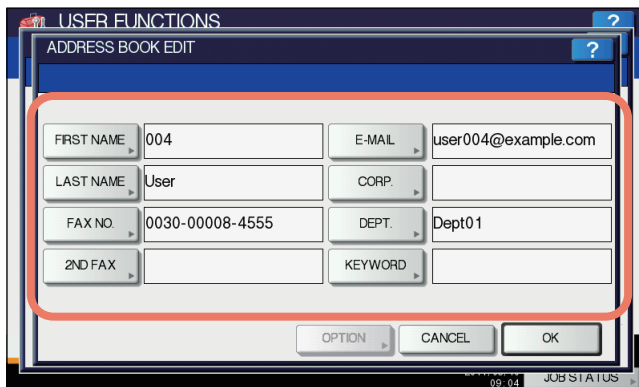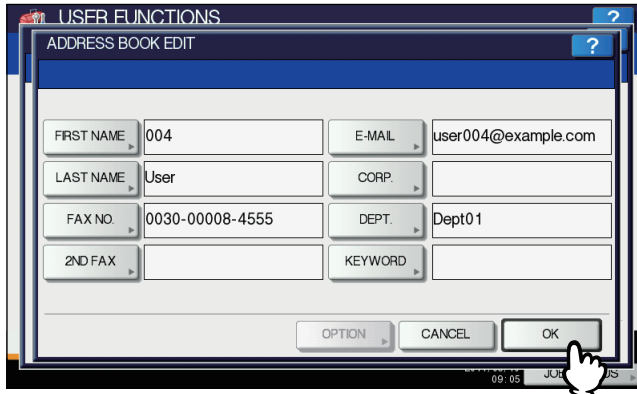
For the description of each item, see step 2 of the following operation:
📖 P.22 "Registering contacts from the USER FUNCTIONS using [ADDRESS] button"

3 **Press [OPTION] to specify the default settings for fax transmission.**

Notes

- This step is available only when the FAX Unit is installed.
- For details of the options for fax transmission, refer to the *Operator's Manual for FAX Unit "Chapter 6: SETTING ITEMS"*.

4 **Press [OK] to save the contact.**

The edited contact information is saved.

❑ Searching for contacts

The following two methods are available to search the address book for contacts. This function is convenient when searching for certain contacts.

📖 P.28 "Searching for contacts by ID number"
📖 P.29 "Searching for contacts by entering a search string"

Searching for contacts by ID number

1 **On the ADDRESS BOOK screen, press [KNOWN ID].**
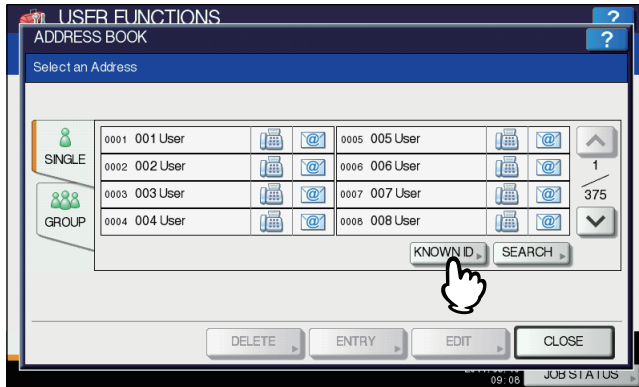
The KNOWN ID screen is displayed.

2 **Enter the ID Number using the digital keys and press [OK].**
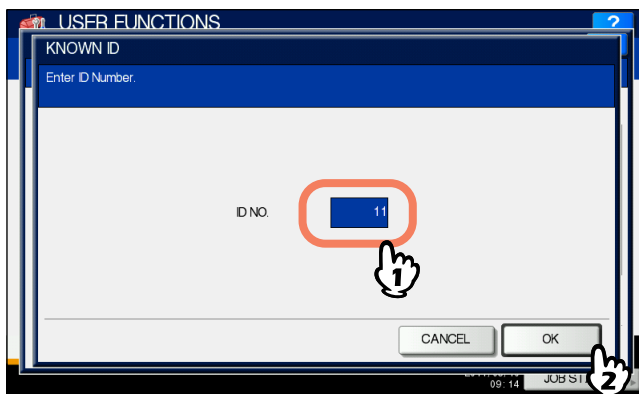
3 **The touch panel displays the found contact. Press the contact, and then [EDIT] to edit the contact information. Or, press [DELETE] to delete the contact.**
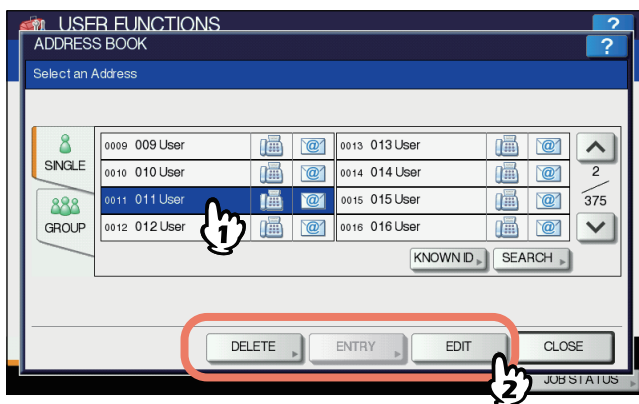
For instructions on editing or deleting contacts, see the following page:
📖 P.26 "Editing or deleting contacts"

Searching for contacts by entering a search string

1 **On the ADDRESS BOOK screen, press [SEARCH].**

The ADDRESS SEARCH screen is displayed.

2 **Press the button of the item target of the search.**

- When you press a button other than [FAX NO.], the on-screen keyboard is displayed.
  For details of the on-screen keyboard, see the following page:
  📖 P.158 "On-screen keyboard"
- When you press [FAX NO.], the on-screen numeric keypad is displayed.
  For details of the on-screen numeric keypad, see the following page:
  📖 P.159 "On-screen numeric keypad"

> Tip

Contacts that contain the search string for the specified item will be found.

3 **Enter the search string and press [OK].**

4 **Specify the search string in the items that you require and press [SEARCH].**

> Tip

Press [CLEAR] to clear the search strings you entered.

5 **The touch panel displays the found contacts. Press the desired contact and press [OK] to edit the contact information.**
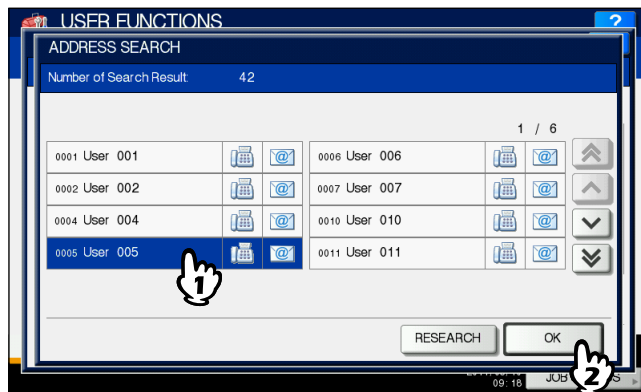
For instructions on editing contacts, see the following page:

> Tip

Press ⌃ or ⌄ to display the found contacts on different pages if one page is not enough to display them. Pressing &#x2BChevron; or &#x2BChevron; allows you to skip 5 pages.

If you want to change the results of the search, press [RESEARCH]. Then you will be returned to the Step 2 screen, specify the search string again.

■ Managing groups in address book

You can create groups that contain multiple contacts to enable you to specify groups instead of each recipient separately when operating Scan to E-mail, or fax or Internet Fax transmissions.
In the address book, you can register up to 200 groups (up to 40 groups when the hard disk is not installed on the equipment) of up to 400 members (up to 80 members when the hard disk is not installed on the equipment).

Notes

• One fax number or one E-mail address is counted as one destination. Therefore, if you select a contact that contains both a fax number and an E-mail address, it results in two destinations in the group.
• To send and receive faxes, the FAX Unit must be installed.

On the GROUP tab of the ADDRESS BOOK menu, you can perform the following operations to manage contacts.

📖 P.31 "Creating new groups"
📖 P.34 "Editing or deleting groups"
📖 P.40 "Searching for groups"

❑ Creating new groups

You can create new groups in the address book.

1 **On the ADDRESS BOOK screen, press an undefined button to register a new group, and then [ENTRY].**
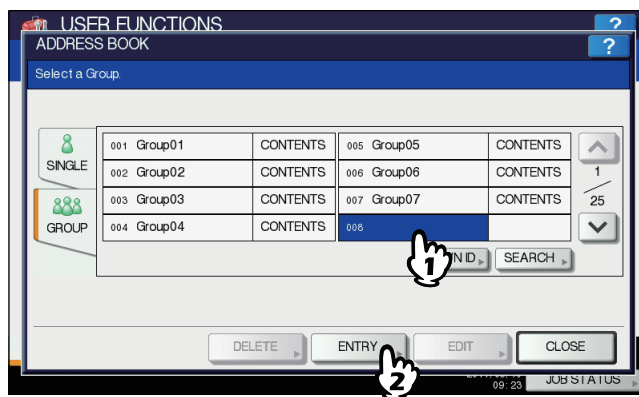
The GROUP NO. REGISTRATION screen is displayed.

Tip

If the touch panel does not display an undefined button, press ⌄ to display the next page.

2 **Press [GROUP NAME].**

The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

3 **Enter the group name and press [OK].**
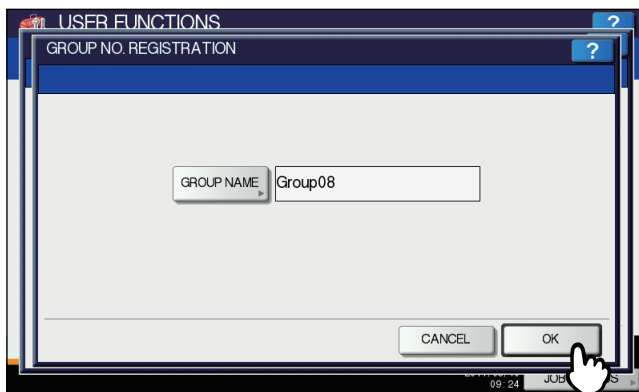
4 **Press [OK].**

The CHECK OF GROUP MEMBER screen is displayed.

5 **Select the contacts that you want to add to the group and press [OK].**
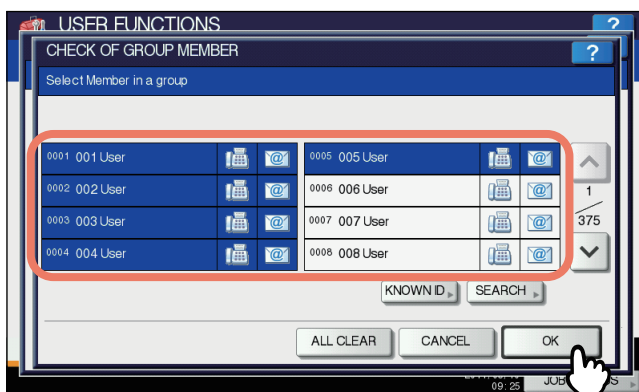
- To add contacts by selecting each contact manually, see the following page:
  📖 P.36 "Adding or removing contacts"
- To add contacts by searching for them by ID number, see the following page:
  📖 P.37 "Adding or removing contacts by searching by ID number"
- To add contacts by searching for them with a search string, see the following page:
  📖 P.38 "Adding or removing contacts by searching with a search string"

1

6 **The new group is created and it appears on the touch panel.**
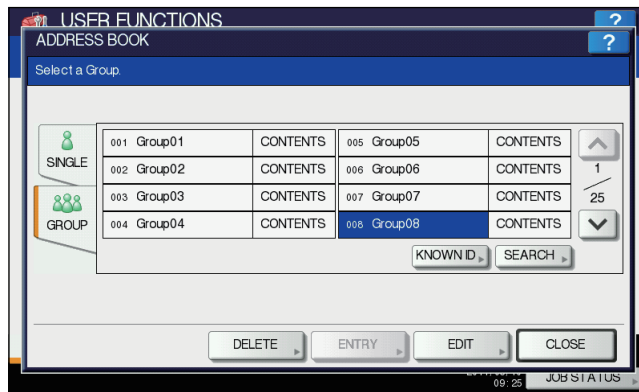
❑ Editing or deleting groups

You can edit and delete groups registered in the address book, as well as add and remove contacts to/from a group.

Note

Deleting a group does not delete the contacts from the [SINGLE] tab. However, deleting a contact in the [SINGLE] tab deletes the contact from the group it is registered in.

1 **On the ADDRESS BOOK screen, press the group that you want to edit, and then [EDIT].**
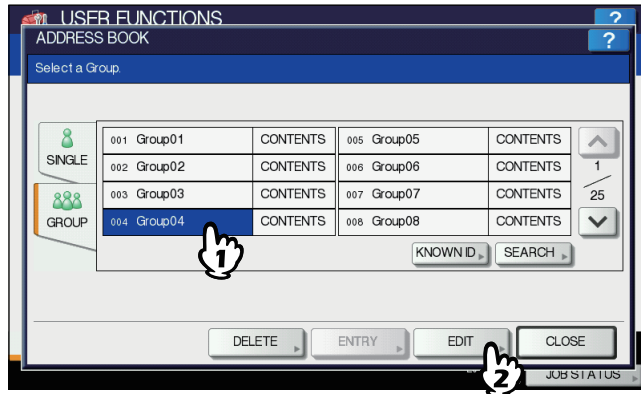
The GROUP NO. EDIT screen is displayed.

Tips

- If the touch panel does not display the group that you want to edit, press [⌄] to display the next page.
- The following two methods are available to find the group that you want to edit.
  📖 P.40 "Searching for groups by ID number"
  📖 P.41 "Searching for groups by group name"

To delete, press the group you want to delete, and then [DELETE].
The message "Delete OK?" is displayed on the ATTENTION screen.
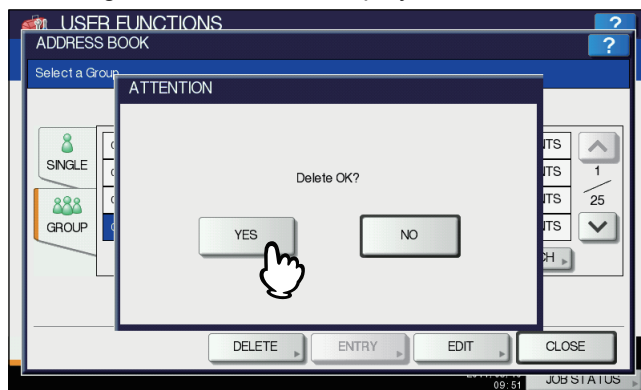
Press [YES] to delete the group.

2 **Press [GROUP NAME].**

- The on-screen keyboard is displayed.
  For details of the on-screen keyboard, see the following page:
  📖 P.158 "On-screen keyboard"
- If you do not need to edit the group name, proceed to step 4.

3 **Enter the group name and press [OK].**

4 **Press [OK].**
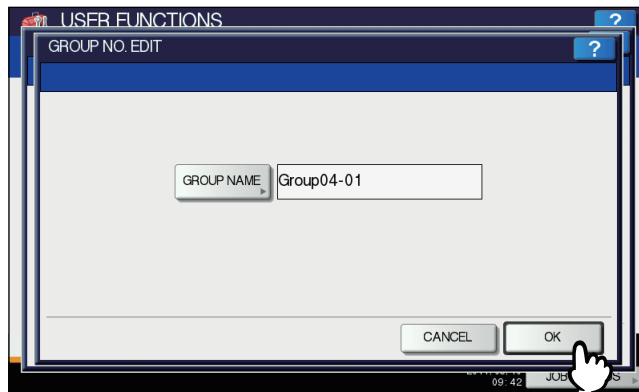
The CHECK OF GROUP MEMBER screen is displayed.
- If you do not need to change the members in the group, proceed to the next step.
- If you need to change the members in the group, see the following pages:
  - Adding or removing contacts by selecting each contact manually
    📖 P.36 "Adding or removing contacts"
  - Adding or removing contacts by searching for them by ID number
    📖 P.37 "Adding or removing contacts by searching by ID number"
  - Adding or removing contacts by searching for them with a search string
    📖 P.38 "Adding or removing contacts by searching with a search string"

Tip

The highlighted contacts are those registered in the group.

5 **Press [OK].**
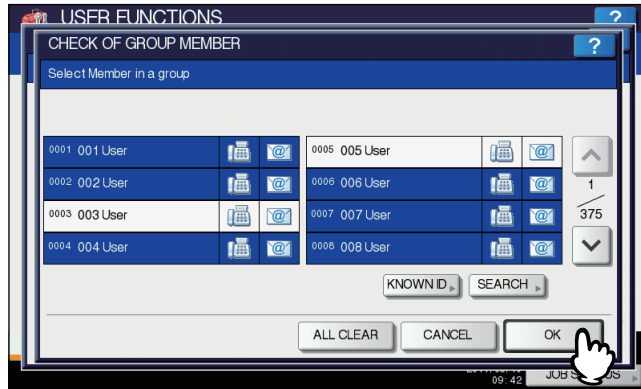
The edited information is saved.

Adding or removing contacts

1 **To add a contact to the group, press a non-highlighted contact to highlight it. To remove a contact from the group, remove its highlight. When the addition or removal of contacts is complete, press [OK].**
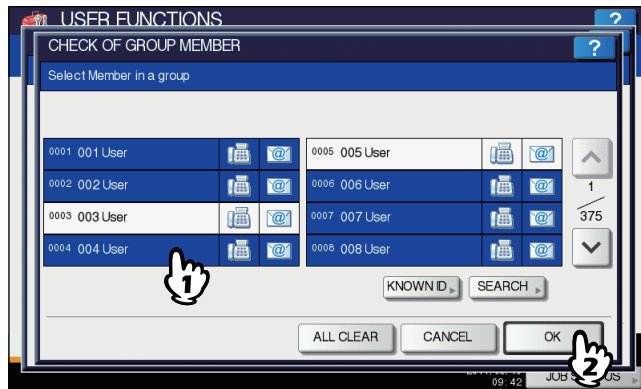
- To add/remove both the fax number and E-mail address of a contact to/from the group, press the contact name.
- To add/remove only the fax number of a contact to/from the group, press [fax icon] in the contact information.
- To add/remove only the E-mail address of a contact to/from the group, press [@ icon] in the contact information.

   Tips

   - Press [^] or [v] to display contacts on different pages.
   - You can remove all contacts by pressing [ALL CLEAR].

Adding or removing contacts by searching by ID number

**1** **On the CHECK OF GROUP MEMBER screen, press [KNOWN ID].**
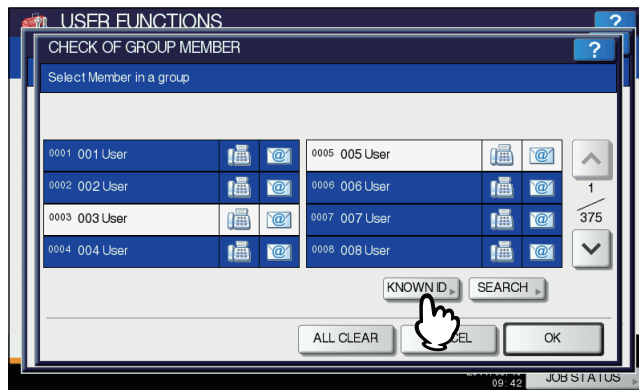
The KNOWN ID screen is displayed.

2 **Enter the ID Number using the digital keys and press [OK].**
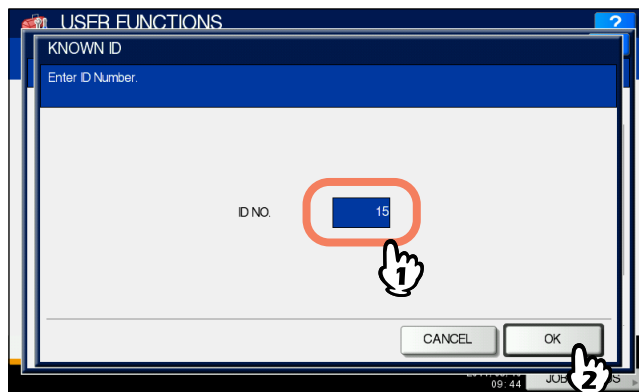
The touch panel displays the found contacts.

3 **To add a contact to the group, press the contact to highlight it. To remove a contact from the group, clear its highlight. When the addition or removal of contacts is complete, press [OK].**
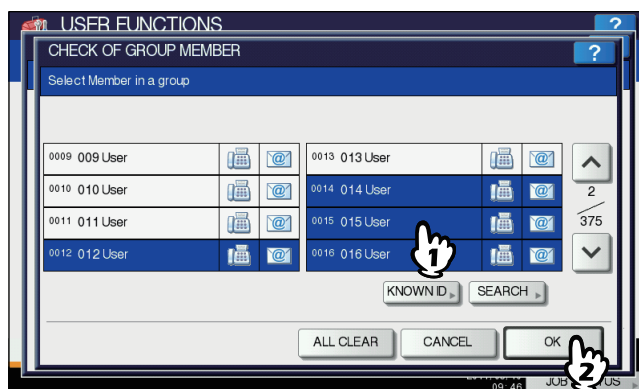
- To add/remove both the fax number and E-mail address of a contact to/from the group, press the contact name.
- To add/remove only the fax number of a contact to/from the group, press ⬛ in the contact information.
- To add/remove only the E-mail address of a contact to/from the group, press ⬛ in the contact information.

Adding or removing contacts by searching with a search string
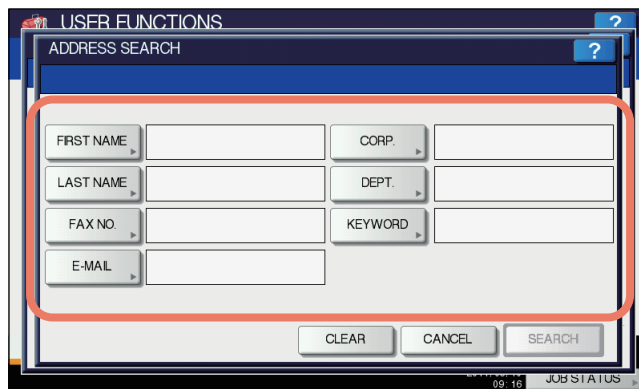
1 **On the CHECK OF GROUP MEMBER screen, press [SEARCH].**

The ADDRESS SEARCH screen is displayed.

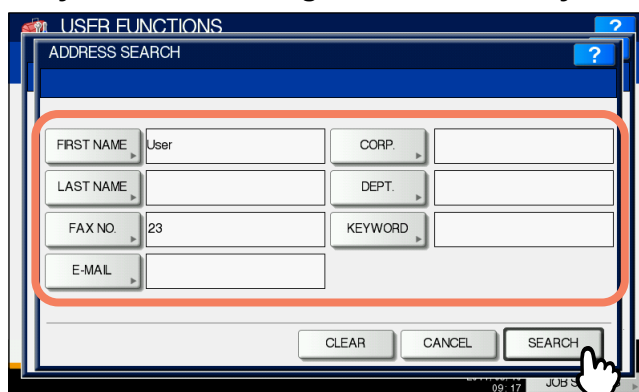**2** **Press the button of the item target of the search.**

- When you press a button other than [FAX NO.], the on-screen keyboard is displayed.
  For details of the on-screen keyboard, see the following page:
  📖 P.158 "On-screen keyboard"
- When you press [FAX NO.], the on-screen numeric keypad is displayed.
  For details of the on-screen numeric keypad, see the following page:
  📖 P.159 "On-screen numeric keypad"

Tip

Contacts that contain the search string for the specified item will be found.

3 **Enter the search string and press [OK].**

4 **Specify the search string in the items that you require and press [SEARCH].**

Tip

Press [CLEAR] to clear the search strings you entered.

5 **The touch panel displays the found contacts. Press the contact you want to add to the group to highlight it. To remove a contact from the group, remove its highlight. When the addition or removal of contacts is complete, press [OK].**
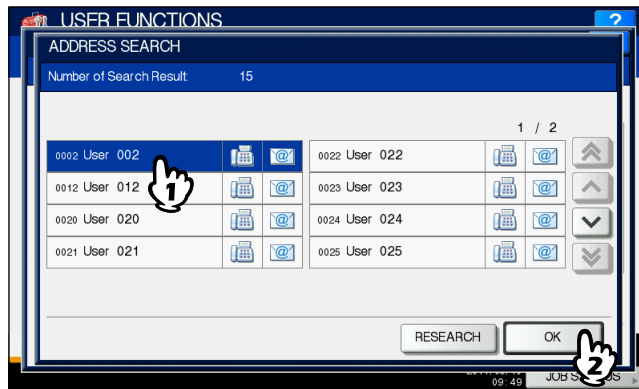
- To add/remove both the fax number and E-mail address of a contact to/from the group, press the contact name.

- To add/remove only the fax number of a contact to/from the group, press 📠 in the contact information.

- To add/remove only the E-mail address of a contact to/from the group, press 📧 in the contact information.

> Tip

Press 🔼 or 🔽 to display the found contacts on different pages if one page is not enough to display them. Pressing ⏫ or ⏬ allows you to skip 5 pages.

If you want to change the results of the search, press [RESEARCH]. Then you will be returned to the Step 2 screen, specify the search string again.
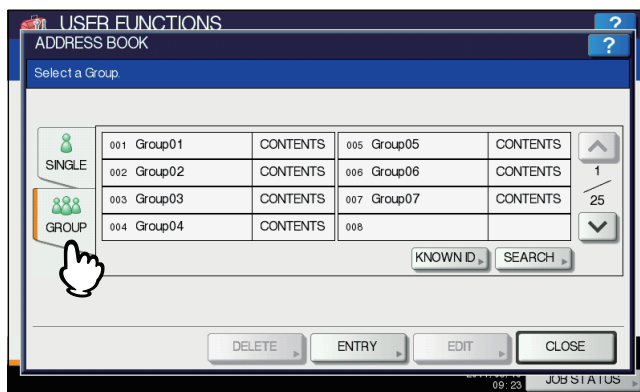
☐ Searching for groups

The following two methods can be used to search the address book for groups. This function is convenient when searching for certain groups.

📖 P.40 "Searching for groups by ID number"
📖 P.41 "Searching for groups by group name"

Searching for groups by ID number

1 **On the ADDRESS BOOK screen, press [KNOWN ID].**
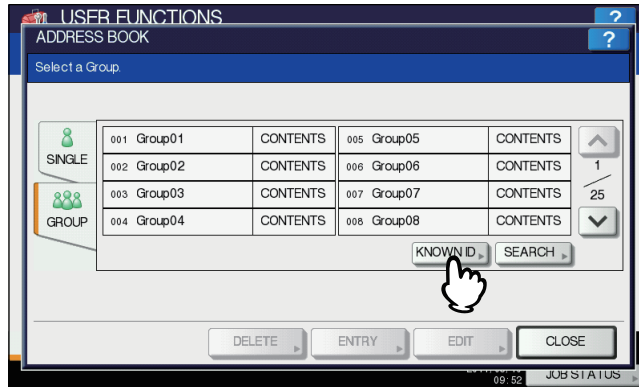
The KNOWN ID screen is displayed.

2 **Enter the ID Number using the digital keys and press [OK].**
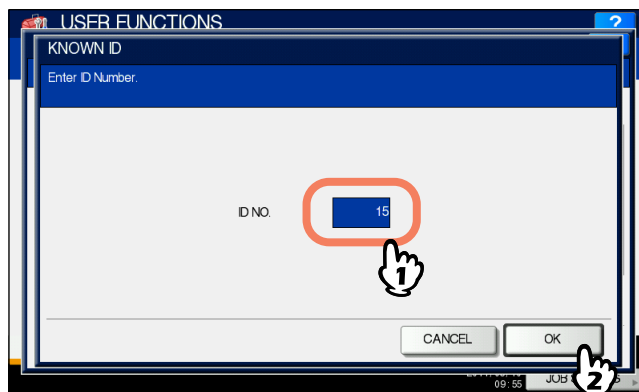
The touch panel displays the found groups.

3 **Press the button of the desired group and proceed to the edit or delete operation.**
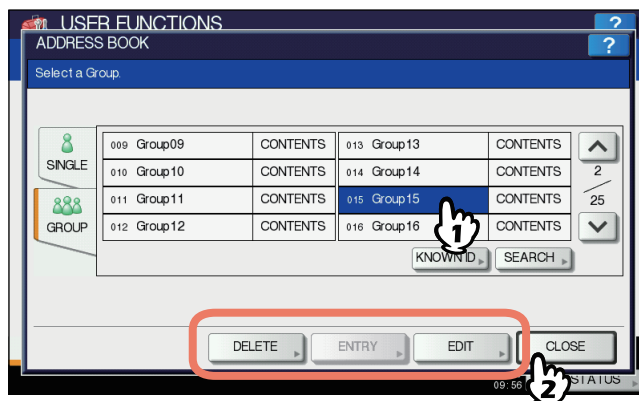
For instructions on editing or deleting groups, see the following page:
📖 P.34 "Editing or deleting groups"

Searching for groups by group name

1 **On the ADDRESS BOOK screen, press [SEARCH].**
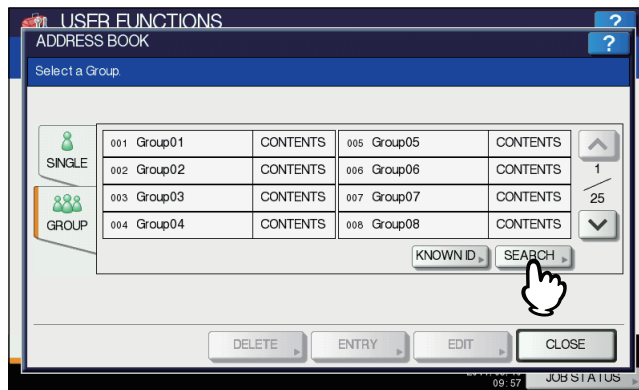
The GROUP SEARCH screen is displayed.

2 **Press [GROUP NAME].**
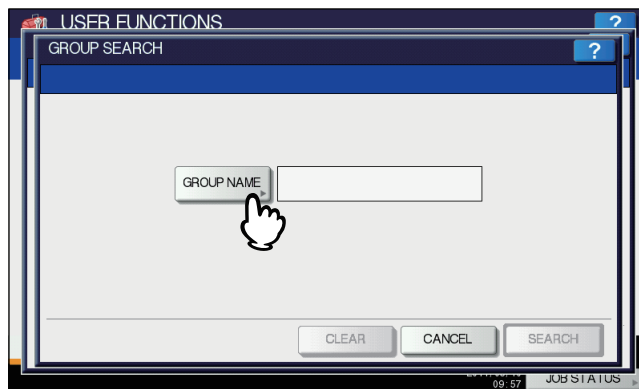
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
 P.158 "On-screen keyboard"

3 **Enter the search string and press [OK].**

4 **Press [SEARCH].**
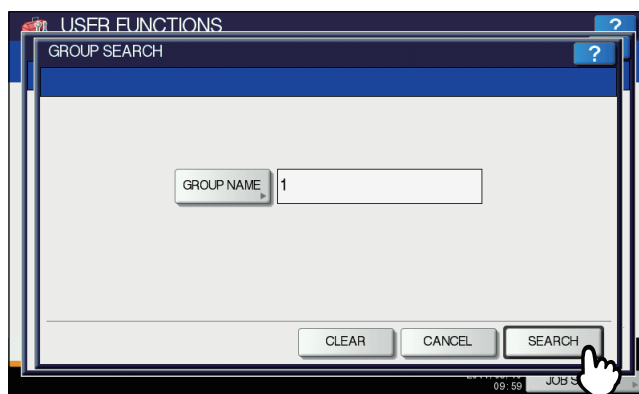
5 **The touch panel displays the found groups. Press the desired group and press [OK] to edit the group information.**

For instructions on editing or deleting groups, see the following page:

❑ Confirming the members of a group

You can confirm the contacts that are registered in a group.

1 **On the ADDRESS BOOK screen, press [CONTENTS] of the group whose members you want to confirm.**
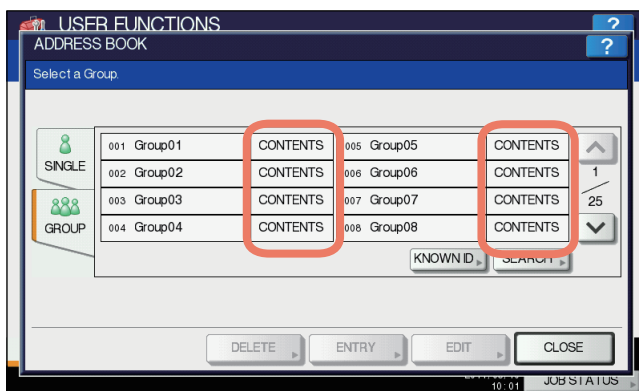
The contacts registered in the group are displayed.
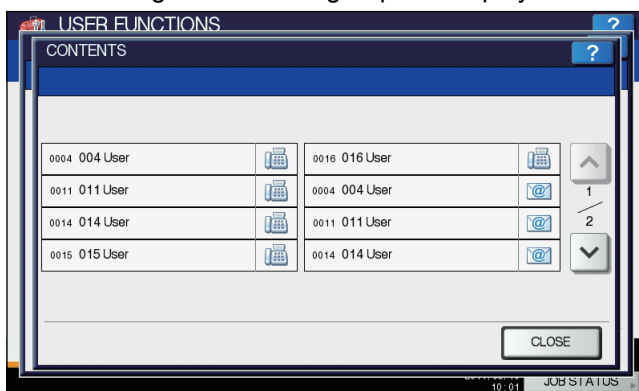
> Tip

In the CONTENTS screen, you will see all the fax numbers listed first, and then all the E-mail addresses.

CHECK E-MAIL

You can check for new E-mails (Internet Faxes) on the POP3 server. If a new E-mail is on the POP3 server, the equipment automatically prints the E-mail data after retrieving them from the POP3 server.

Note

To perform this operation, the POP3 server must be configured using TopAccess. For instructions on how to configure the POP3 server, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

Tips

- For instructions on how to display the CHECK E-MAIL screen, see the following page:
  P.8 "Accessing the User Menu"
- The equipment can also automatically check for new E-mails (Internet Faxes) on the POP3 server.

PRINT

This menu allows you to change the initial settings for the color mode in USB Direct printing.

CHANGE USER PASSWORD

When the MFP Local Authentication function is enabled, users can change their authentication password that has been entered in the authentication screen from this menu.

Tips

- [CHANGE USER PASSWORD] is available only when the MFP Local Authentication function is enabled.
- For instructions on how to display the CHANGE USER PASSWORD screen, see the following page:
  📖 P.8 "Accessing the User Menu"

1 Change the password.

1) Press [OLD PASSWORD] to enter the current password.
2) Press [NEW PASSWORD] to enter the new password.
3) Press [RETYPE NEW PASSWORD] to enter the new password again.
4) Press [OK] to save the new password.
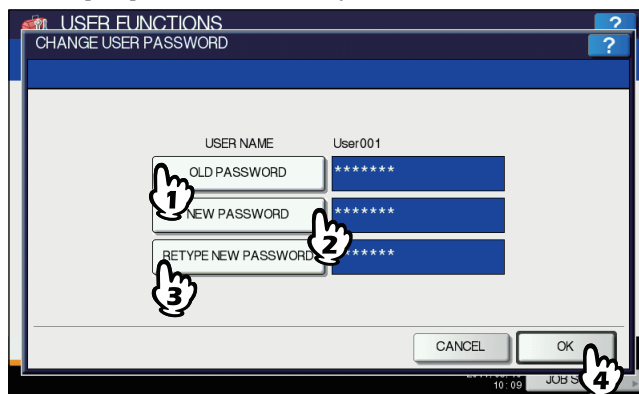
You will be returned to the USER menu screen.

Tips

- When you press [OLD PASSWORD], [NEW PASSWORD], or [RETYPE NEW PASSWORD], the on-screen keyboard is displayed.
  For details of the on-screen keyboard, see the following page:
  📖 P.158 "On-screen keyboard"
- The input password appears as asterisks (*) in the [OLD PASSWORD], [NEW PASSWORD], and [RETYPE NEW PASSWORD] boxes.

2

SETTING ITEMS (ADMIN)

Accessing the Admin Menu

Follow the steps below to display the ADMIN menu in the USER FUNCTIONS screen.

1 Press the [USER FUNCTIONS] button on the control panel to access the USER FUNCTIONS menu.

2 Press the [ADMIN] tab.
- When the User Management function is disabled, you must enter the administrator password. Proceed to the next step.
- When the User Management function is enabled, you must log into the MFP as a user with administrator privileges.
  When you press the [ADMIN] tab, the ADMIN menu will be displayed.
  Proceed to step 5.

> **Note**
>
> If you log into the MFP as a user without administrator privileges, the [ADMIN] tab will be unavailable.
> Setting role information allows you to give privileges to users. For details of role information, refer to the *TopAccess Guide "Chapter 7: [User Management] Tab Page"*.

3 Press [PASSWORD].
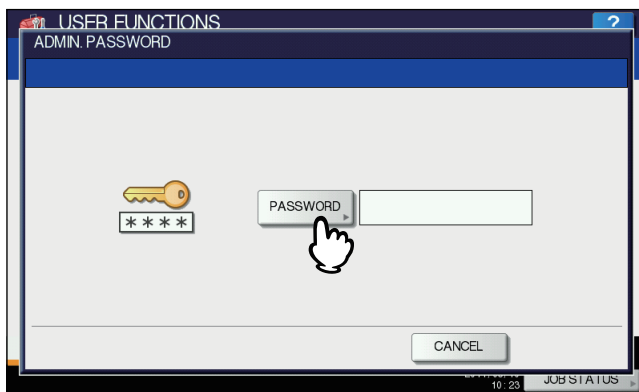
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
 P.158 "On-screen keyboard"

4 Enter the administrator password and press [OK].
The ADMIN menu is displayed.

> **Tips**
>
> - If the administrator password has not been changed before, enter the default administrator password "123456".
> - The input password appears as asterisks (*).

5 **Proceed with the administrative operation that you require.**

Pressing ⌄ on the ADMIN menu (1/2) displays ADMIN menu (2/2).
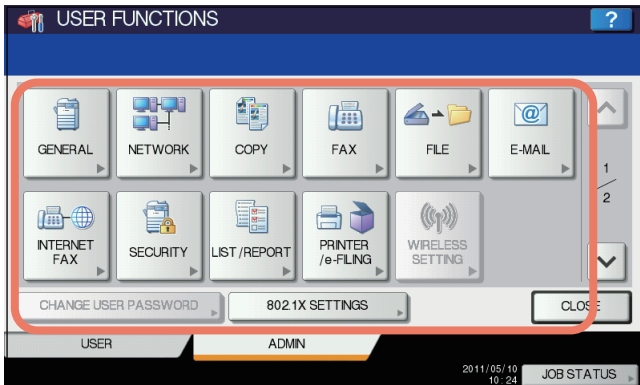
ADMIN menu (1/2)	ADMIN menu (2/2)
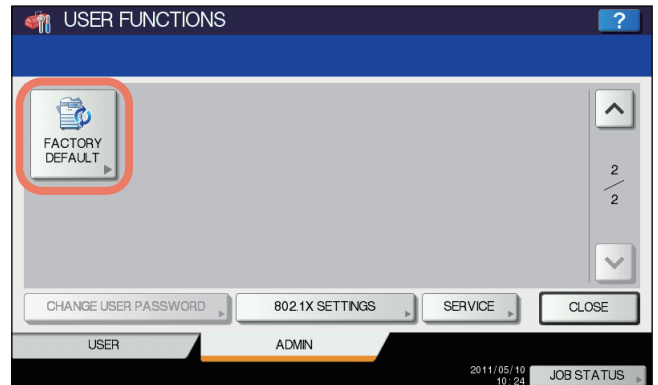
The USER FUNCTIONS screen contains the following buttons. For details of each button, see the corresponding page.
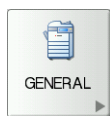
 📖 P.51 "GENERAL"
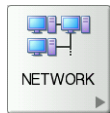
 📖 P.82 "NETWORK"
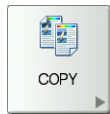
 📖 P.102 "COPY"
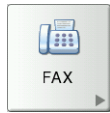
 📖 P.104 "FAX"
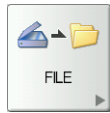
 📖 P.105 "FILE"

 📖 P.106 "E-MAIL"

 📖 P.108 "INTERNET FAX"

 📖 P.109 "SECURITY"
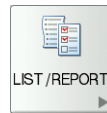
 📖 P.118 "LIST/REPORT"

 📖 P.123 "PRINTER/e-FILING"
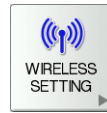
 📖 P.125 "WIRELESS SETTING"
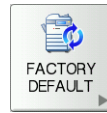
 📖 P.131 "FACTORY DEFAULT"
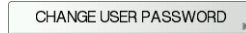
 📖 P.126 "CHANGE USER PASSWORD"

 📖 P.127 "802.1X SETTINGS"

GENERAL

You can change the initial settings (defaults) for the equipment.

Tip

For instructions on how to display the GENERAL menu, see the following page:
 P.49 "Accessing the Admin Menu"

Pressing ∨ on the GENERAL menu (1/2) displays GENERAL menu (2/2).

GENERAL menu (1/2)
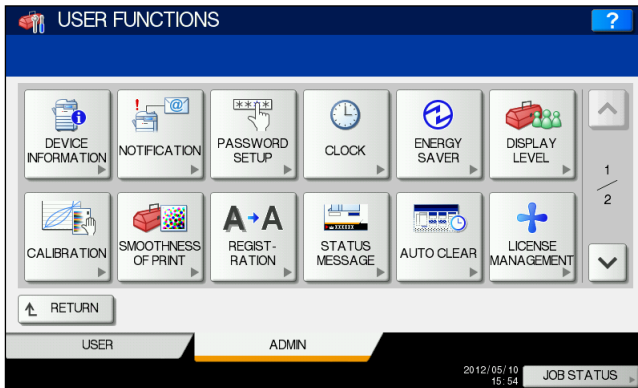
GENERAL menu (2/2)

This menu allows you to perform the following operations:

P.52 "Setting the device information"	P.62 "Setting the registration"
P.53 "Setting the notification"	P.62 "Setting the status message"
P.54 "Changing the administrator password and resetting the service password"	P.62 "Setting the auto clear function"
P.55 "Setting the clock"	P.62 "Managing the option licenses"
P.57 "Setting the energy saver modes"	P.65 "Adding or removing display languages"
P.60 "Setting the calibration and registration display level"	P.70 "Updating your system"
P.60 "Setting the calibration"	P.72 "Creating or installing clone files"
P.61 "Changing the smoothness of print"	P.77 "Setting the panel calibration"
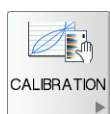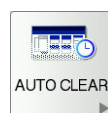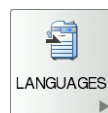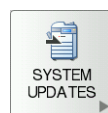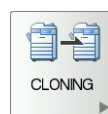
EXPORT LOGS	📖 P.77 "Exporting logs"	ADF NOISE REDUCTION	📖 P.81 "Setting the ADF noise reduction"
JOB SKIP	📖 P.78 "Setting job skip"	SELF CHECK INTERVAL	📖 P.81 "Setting the self-check interval"
KEYBOARD LAYOUT	📖 P.79 "Changing the keyboard layout"	OPTION	📖 P.81 "Setting the option"
CLEANING	📖 P.80 "Cleaning the main chargers and LED print heads"	PRINT DARKNESS	📖 P.81 "Setting the print darkness"
POP UP	📖 P.80 "Setting the pop-up messages"		
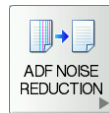
Note

The displayed buttons differ depending on the model.

■ Setting the device information

You can set the device information of this equipment. These items appear in the Device page of TopAccess, a web-based device management utility.

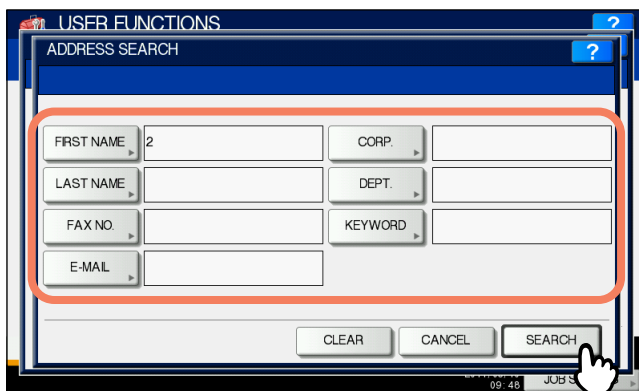| Item name	Description
LOCATION	Press this button to enter the location of this equipment. You can enter up to 64 characters.
SERVICE PHONE NUMBER	Press this button to enter the service phone number. You can enter a number of up to 32 digits.
CONTACT INFORMATION	Press this button to enter the name of the service technician. You can enter up to 64 characters.
ADMIN. MESSAGE	Press this button to enter a message from the administrator. You can enter up to 40 characters.

Tips

- When you press a button other than [SERVICE PHONE NUMBER], the on-screen keyboard is displayed.
  For details of the on-screen keyboard, see the following page:
  📖 P.158 "On-screen keyboard"
- When you press [SERVICE PHONE NUMBER], the on-screen numeric keypad is displayed.
  For details of the on-screen numeric keypad, see the following page:
  📖 P.159 "On-screen numeric keypad"

■ Setting the notification

You can set the notification mail to send a notification message when specified events occur on the equipment, such as paper empty and service call.
You can specify up to three E-mail addresses for the destination of the notification message.

> Tip

You can specify events that you want to be notified about using the TopAccess web utility. For instructions on how to specify events for notification, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

> Note

To enable this function, there must be a SMTP server in your network. In addition, the settings to enable Internet communication on this equipment must be configured correctly.

1 On the NOTIFICATION screen, press [E-MAIL].
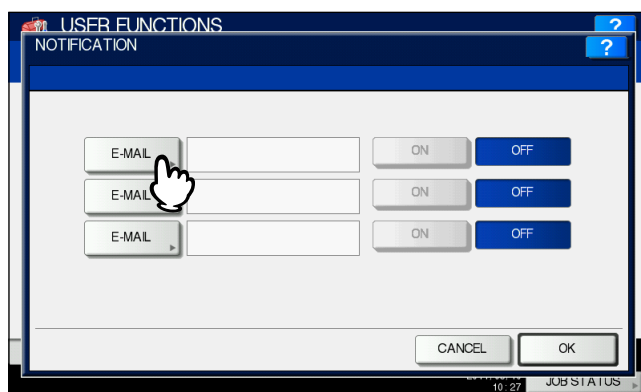
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

2 Enter the E-mail address and press [OK].

> Tip

You can specify up to three E-mail addresses to which notification messages will be sent, if needed. To enable notification, you must have at least one E-mail address entered.

3 Press [ON] for the E-mail address to receive notification, and then [OK].
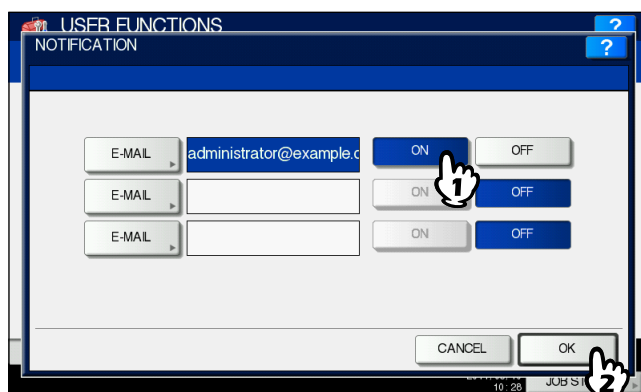
To disable notification for an E-mail address, press [OFF].

> Note

[ON] is available only after an E-mail address is entered.

■ Changing the administrator password and resetting the service password

You can change the administrator password. You can also reset the service password in case the service technician who is in charge of this equipment forgets it.

1 **On the PASSWORD SETUP screen, press [ADMIN PASSWORD] or [RESET SERVICE PASSWORD].**
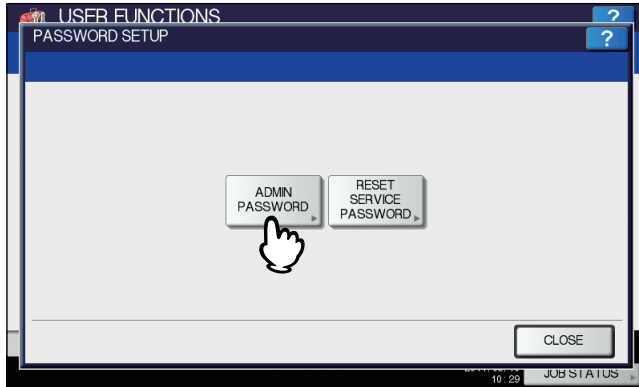
The screen for changing the administrator password is displayed.

If [RESET SERVICE PASSWORD] has been selected, the message "Are you sure?" is displayed on the ATTENTION screen.
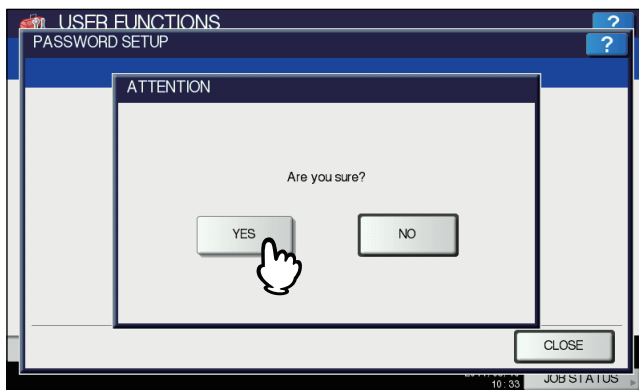
Press [YES] to reset the service password.

2 **Press [OLD PASSWORD].**
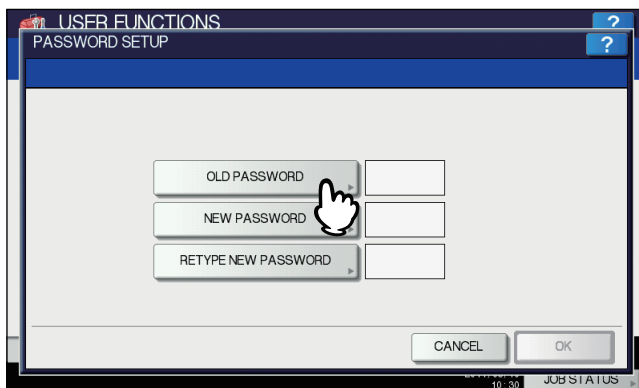
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:

3 **Enter the current administrator password and press [OK].**

The input password appears as asterisks (*).

> Tip
>
> If the administrator password is being changed for the first time, enter "123456" in the [OLD PASSWORD] box.

4 **Set new password and complete the setting.**

1) Press [NEW PASSWORD] to enter new password.
2) Press [RETYPE NEW PASSWORD] to enter the new password again.
3) Press [OK].
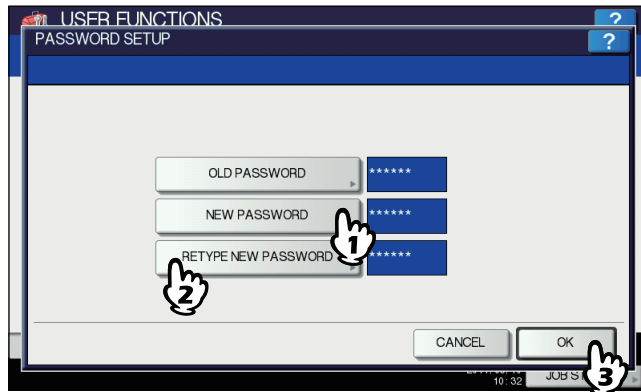
> Tip
>
> When you press [NEW PASSWORD] and [RETYPE NEW PASSWORD], the on-screen keyboard is displayed.
> For details of the on-screen keyboard, see the following page:
> 📖 P.158 "On-screen keyboard"

> Note
>
> Specify a 6 to 64-character long administrator password. You can use alphanumerics and the following symbols.
> ! # $ ( ) * + , - . / : ; = ? @ \ ^ _ ` { | } ~

■ Setting the clock

You can adjust the clock built into this equipment by entering the date and time using the digital keys.
📖 P.55 "Changing the date and time"
📖 P.56 "Changing the date format"

> Note
>
> When the time settings of the equipment are adjusted using the SNTP service, the date and time cannot be set manually. You can make settings for the SNTP service in the TopAccess administrator mode. For details, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

Changing the date and time

1 **On the CLOCK screen, press [DATE/TIME].**

The DATE/TIME screen is displayed.

2 **Highlight the section that you want to edit using the arrow buttons, enter the value using the digital keys, and press [OK].**

You will be returned to the CLOCK menu screen.

> Tip

> When you change either "YEAR", "MONTH", or "DATE", the day of week in the DAY section will be set automatically.

Changing the date format

1 **On the CLOCK screen, press [DATE FORMAT].**
The DATE FORMAT screen is displayed.

2 **Press the desired date format button.**
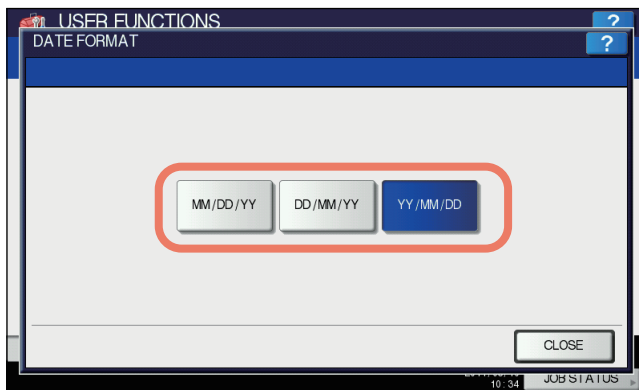
You will be returned to the CLOCK menu screen.

■ Setting the energy saver modes

You can set the following energy saver modes.

- **Weekly timer**
  📖 P.57 "Setting the weekly timer"
  Using the built-in weekly timer, you can have the equipment automatically turned ON and OFF at specified times. For instance, you can set the timer for the starting time and closing time of your office so that the copier will automatically turn itself ON and OFF at those specified times.

  Tip

  You can turn on the power by simply pressing the [START] button on the control panel when the device is in the Sleep or Super Sleep mode by the weekly timer.

  Note

  When the power switch is turned off, the weekly timer does not work.

- **Auto Power Save mode**
  📖 P.58 "Setting the Auto Power Save mode"
  This function allows the equipment to automatically go into the energy saver mode if it is left inactive for a certain period of time.

- **Sleep mode/Super Sleep mode**
  📖 P.59 "Setting the Sleep or Super Sleep mode"
  This function puts the equipment into the Sleep or Super Sleep mode if it is left inactive for a certain period of time. In the Sleep or Super Sleep mode, power to the unused sections of this equipment is shut off while this equipment is in the standby status. Power consumption in the standby status is smallest in the Super Sleep mode, followed by the Sleep mode and then, by the Auto Power Save mode which is the mode that consumes the most among these three.

  Tip

  For the types of Energy Saver modes and procedures for entering each mode, refer to the *Quick Start Guide "Chapter 1: PREPARATIONS"*.

  Note

  Neither the [AUTO POWER SAVE] nor [SLEEP/SUPER SLEEP] button is displayed in the European version. Contact your service representative to change the default setting for each button.

Setting the weekly timer

1 **On the ENERGY SAVER screen, press [WEEKLY TIMER].**
The TIMER screen is displayed.

2 **Check the settings on the display. If changes are required, press [CHANGE].**
If no changes are required, press [OK] and complete the operation.

3 **Make settings for the weekly timer.**
1) Press the button of the desired day of the week.
2) Press [ON] to enter the time the device wakes up from the Sleep or Super Sleep mode.
   Use the arrow buttons to switch the active box between "Hour" and "Minute".
3) Press [OFF] to enter the time to put the device into the Sleep or Super sleep mode.
   Use the arrow buttons to switch the active box between "Hour" and "Minute".

4) Press [OK] to save the settings.
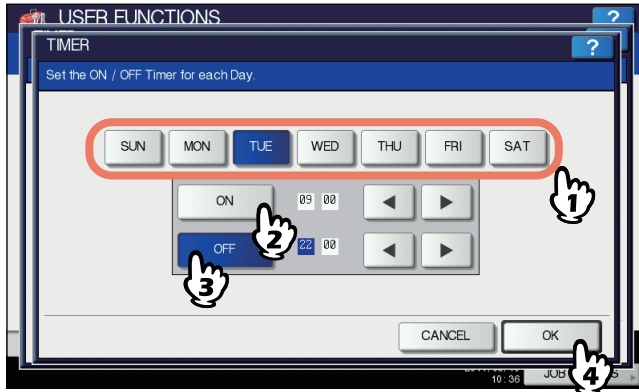
Tips

- If you want to clear an entered time, press the [CLEAR] button on the control panel.
- If you want to put the equipment into the Sleep or Super Sleep mode for an entire day, enter the same time in both the [ON] and [OFF] boxes.
  Example) When you enter "0:00" in both the [ON] and [OFF] boxes for [SUN],
  the equipment automatically goes into the Sleep or Super Sleep mode at the [OFF] time specified for [SAT]. The Sleep or Super Sleep mode is kept until the [ON] time specified for [MON] comes.
- If you do not want to put the equipment into the Sleep or Super Sleep mode for an entire day, make settings for the desired day of the week as follows:
  [ON]: 0:00 / [OFF]: 24:00
  The equipment does not go into the Sleep or Super Sleep mode for an entire day, which is activated by the weekly timer function. However, the equipment automatically goes into the Sleep or Super Sleep mode according to the time value set for [SLEEP/SUPER SLEEP], if it is left inactive for a certain period of time.

Setting the Auto Power Save mode

1 **On the ENERGY SAVER screen, press [AUTO POWER SAVE].**
The AUTO POWER SAVE screen is displayed.

2 **Press the desired period of time (in minutes) that this equipment should wait before the Power Save mode is activated.**
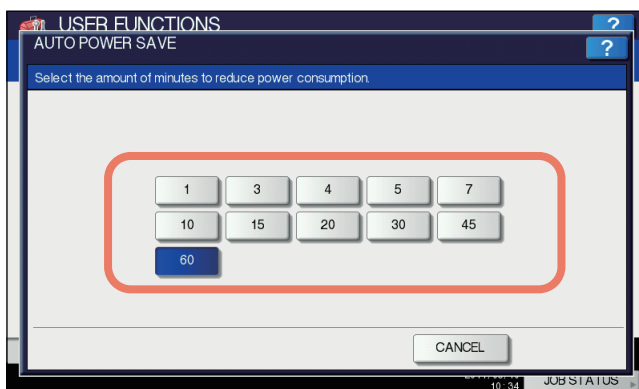
The Auto Power Save mode setting is completed, and you will be returned to the previous screen.

Setting the Sleep or Super Sleep mode

1 **On the ENERGY SAVER screen, press [SLEEP/SUPER SLEEP].**
The SLEEP/SUPER SLEEP screen is displayed.

2 **Specify the following items as required and complete the setting.**

Item name	Description
SLEEP TIMER	Press the desired period of time (in minutes) that this equipment should wait before the Sleep or Super Sleep mode is activated.
SUPER SLEEP *	Select whether this equipment enters the Sleep mode or the Super Sleep mode when a specified period of time has passed. • **ENABLE** — Press this button to make the equipment enter the Super Sleep mode. • **DISABLE** — Press this button to make the equipment enter the Sleep mode.

* SUPER SLEEP is not available depending on the destinations.

Notes

- The equipment may not enter the Sleep/Super Sleep mode at the set timing depending on its operating status.
- This equipment does not enter the Super Sleep mode even if [ENABLE] is selected for this setting in the following cases:
  - A particular option is installed. (Wireless LAN module, e-BRIDGE ID Gate)
  - The IPsec function is enabled.
  - IEEE 802.1X authentication is enabled.
  - IPv6 is enabled and the IPv6 address is set other than manually.
  - POP3 client setting is enabled and under any of the following conditions:
    - (1) The scan rate is set to other than 0 minute.
    - (2) A POP3 server address is entered.
    - (3) An account name is entered.
  - ETHERNET in the network settings is set to [AUTO(-1000MB)] or [1000BASE FULL]. (Only for the following models)
    - e-STUDIO456 Series
    - e-STUDIO856 Series
    - e-STUDIO306LP
  - A particular network protocol is enabled. (AppleTalk, IPX/SPX)
- When the equipment is under the above conditions, [ENABLE] or [DISABLE] of [SUPER SLEEP] cannot be changed.
- Protocol settings for recovering this equipment from the Super Sleep mode are made in the TopAccess administrator mode. For details, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

■ Setting the calibration and registration display level

You can set whether this equipment will use the calibration and registration settings set by a user or the administrator.
The relevant buttons ([CALIBRATION], [REGISTRATION]) will appear under the ADMIN menu only or under both the USER and ADMIN menus according to this setting..

Item name	Description
CALIBRATION	• **USER** — Press this button to display [CALIBRATION] in the ADMIN menu as well as the USER menu • **ADMIN** — Press this button to display [CALIBRATION] only in the ADMIN menu
REGISTRATION	• **USER** — Press this button to display [REGISTRATION] in the ADMIN menu as well as the USER menu • **ADMIN** — Press this button to display [REGISTRATION] only in the ADMIN menu

■ Setting the calibration

You can automatically calibrate the color gradation when the shading and hue are not reproduced accurately in the images scanned by this machine.
This function allows you to make more precise adjustments than the "AUTO CALIBRATION" in the USER menu.

Notes

• Whether to allow calibration by not only administrators but also users, is set by DISPLAY LEVEL.
 P.60 "Setting the calibration and registration display level"
• Place LT or A4 paper (recommended paper) in the drawer[*1] before starting the calibration. If any other paper is used, calibration may not be performed properly.
• If the glass is dirty or any foreign objects are stuck to it, calibration may not be performed properly. Keep the glass clean.
• Do not raise the original cover or the Reversing Automatic Document Feeder[*2], or open the front cover while the calibration is in progress. If this does happen, calibration cannot be finished properly.
• Interrupt copying is not available during the calibration.
• If the color often deviates, call your service technician.

*1 Place paper in the Large Capacity Feeder if one is installed. If not, place paper in the uppermost drawer in which A4 or LT has been registered.
*2 The Reversing Automatic Document Feeder is an option depending on the model.

Tip

For instructions on how to display the CALIBRATION screen, see the following page:
 P.49 "Accessing the Admin Menu"

1 Press the button to calibrate.

Item name	Description
COPY	Press this button to calibrate for copy jobs.
PRINT	Press this button to calibrate for print jobs.
600 dpi PRINT	Press this button to calibrate for 600 dpi print jobs.
1200 dpi PRINT	Press this button to calibrate for 1200 dpi print jobs.

Note

The available buttons differ depending on the model.

2 **Select the paper type and press [OK].**

Depending on the machine settings, the screen to select the paper type may not be displayed. In this case, proceed to the next step.

3 **Select the calibration settings.**

Item name	Description
DEFAULT	Press this button to restore the default calibration setting and return to the previous screen.
CALIBRATION	Press this button to calibrate using the printed chart. In this case, proceed to the next step.

4 **For color models, place the printed chart face down on the glass, so that the two black rectangular marks are situated on the left side.**
For monochromatic models, place the printed chart face down on the glass, so that the black mark is situated on the left side.
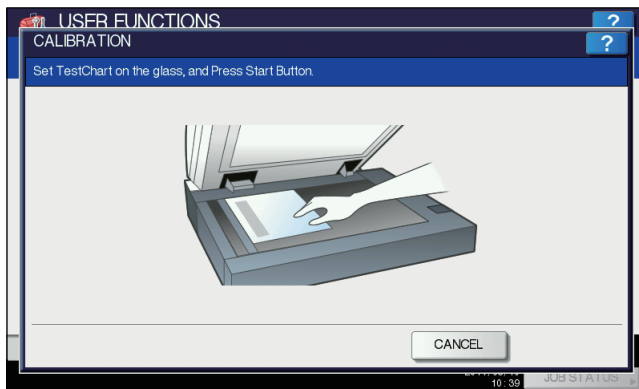
5 **Press the [START] button on the control panel.**
The calibration begins. Do not operate the equipment until the message "Scanning and calibrating" disappears.

Note

If the chart is not properly placed, the message "Set chart correctly" is displayed on the touch panel. In this case, return to step 3 and realign the chart.

■ Changing the smoothness of print

You can switch the line density level of images in printing.
This setting applies to print jobs with 600 dpi. Set this to color and black printing, respectively.

Item name	Description
HIGH	Press this button to print with the normal line density level.
LOW	Press this button to print with the lower line density level than a normal one.

Tip

Changing the setting displays the CONFIRMATION screen that asks you whether you want to perform calibration or not. Select [OK] or [CANCEL] as required.

■ Setting the registration

When color misregistration occurs, you can align the position of each color.
On the REGISTRATION screen, press [YES] to start the registration.
This button is available only for some models.

> **Note**
>
> Whether to allow registration by not only administrators but also users, is set by DISPLAY LEVEL.
> For instructions on how to change the display level, see the following page:
> 📖 P.60 "Setting the calibration and registration display level"

■ Setting the status message

You can have a status message displayed at the bottom of the touch panel, notifying the occurrence of specified events, such as paper empty and toner low.
Press [ON] or [OFF] for each status message and press [OK].

Item name	Description
TONER NEAR EMPTY MESSAGE	Enabling this option displays a message at the lower left of the screen when toner is low in a toner cartridge.
PAPER EMPTY MESSAGE	Enabling this option displays a message at the lower left of the screen when there is no paper in a drawer.
LEFT DRAWER (LCF) PAPER EMPTY MESSAGE	Enabling this option displays a message at the lower left of the screen when there is no paper in the left tray of the Tandem Large Capacity Feeder.

> **Note**
>
> The status message "LEFT DRAWER (LCF) PAPER EMPTY MESSAGE" applies only to models with the Tandem Large Capacity Feeder installed.

■ Setting the auto clear function

You can set how long the machine waits before clearing the previous operation left uncompleted on the control panel.
Press the desired period of time (in seconds). If you want to disable the Auto Clear function, press [NO LIMIT].

> **Note**
>
> Selecting [NO LIMIT] does not clear the control panel for any mode including the USER FUNCTIONS, JOB STATUS, and TEMPLATE screens.

■ Managing the option licenses

You can view product information, such as the license ID for certain options. You can also install these options on the equipment if necessary.
📖 P.63 "Viewing product information"
📖 P.63 "Installing an option"

> **Important**
>
> For installation, be sure to follow the service technician's instructions.

Viewing product information

1 **On the LICENSE MANAGEMENT screen, select the option for which you want to confirm product information, and press [DETAILS].**
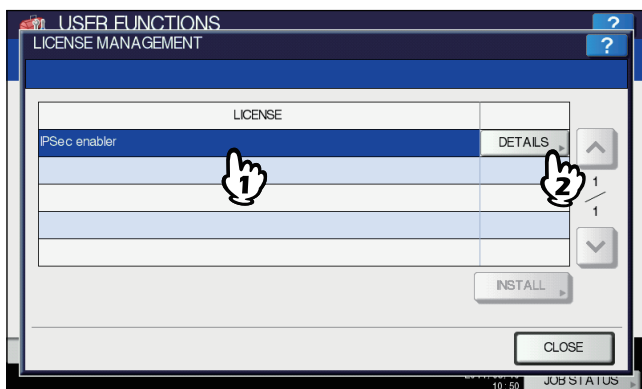
The LICENSE DETAILS screen is displayed.

2 **After you confirm product information, press [CLOSE].**
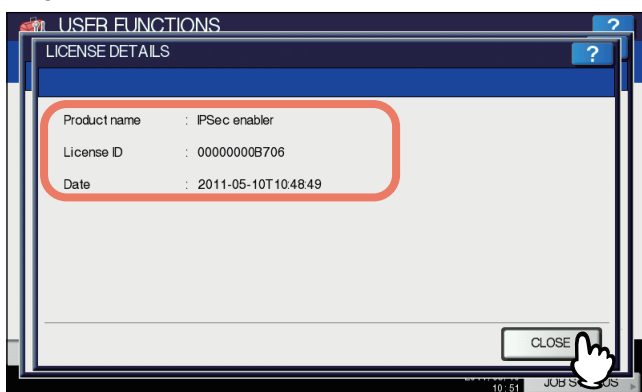
You will be returned to the LICENSE MANAGEMENT screen.

Tip

The following information is displayed.
- Product name: Option name
- License ID: License ID
- Date: The date and time of when the option has been installed

Installing an option

1 **On the LICENSE MANAGEMENT screen, press [INSTALL].**
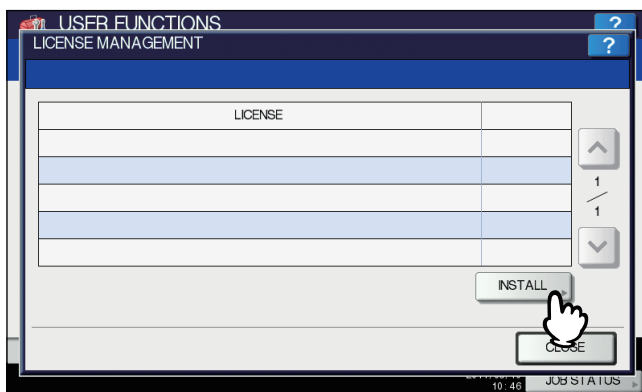
The LICENSE INSTALLATION screen is displayed.

2 **Connect your USB storage device to the USB port on the equipment, and press [OK].**
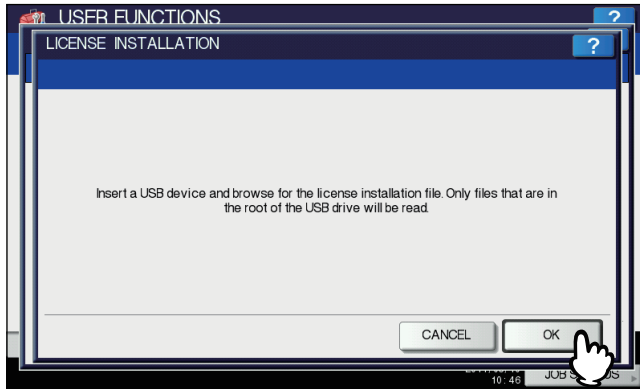
The SELECT A FILE screen is displayed.

> Tip
>
> For the location of the USB port on the equipment, refer to the *Quick Start Guide "Chapter 1: PREPARATIONS"*.

3 **Select the option that you want to install, and press [INSTALL].**
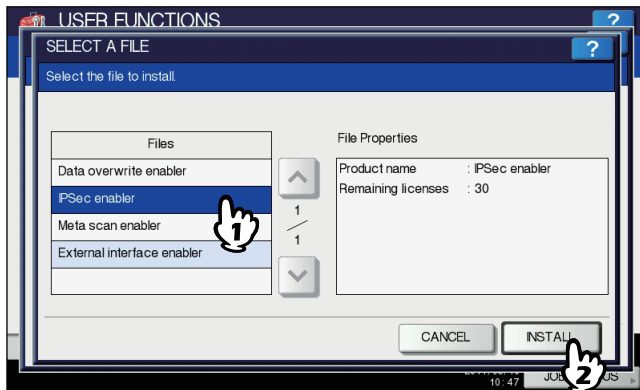
The installation confirmation screen is displayed.

4 **Press [YES].**
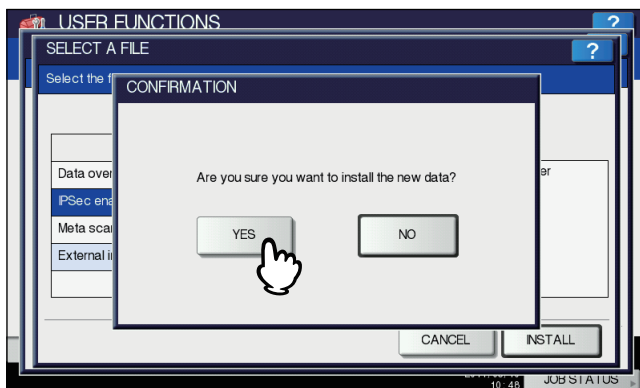
The installation begins.

> Note
>
> Do not remove the USB storage device until the data transfer is complete. Removing the device while data are being transferred could destroy them or cause a malfunction of the equipment.

5 **When the installation is complete, press [OK].**
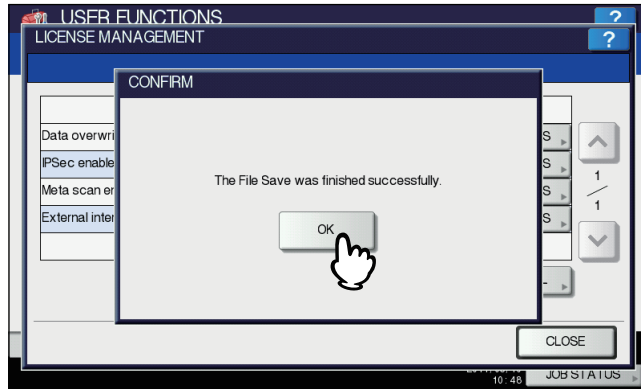
The option which has just been installed is displayed on the LICENSE MANAGEMENT screen.

> Tip
>
> If the installation fails, the message "It failed in the installation. Do you retry?" will be displayed on the CAUTION screen. In this case, press [YES] to perform the installation again.

6 **Remove the USB storage device from the USB port on the equipment.**

> Tip
>
> After the installation is complete, it is necessary to reboot the equipment. When the message "Reboot the machine" is displayed on the touch panel, turn the power of the equipment OFF and then back ON by using the [POWER] button on the control panel.

■ Adding or removing display languages

You can add new languages to be used on the touch panel, and also remove those you no longer need. Furthermore, from this menu, you can also change the default language used on the touch panel to a different one.

📖 P.66 "Adding a language"
📖 P.68 "Removing a language"
📖 P.69 "Setting the default language"

> Tips
>
> • The following language packs are initially installed on the equipment.
>
> | English (US) | English (UK) | German | French | Spanish |
> |---|---|---|---|---|
> | Italian | Danish* | Finnish* | Norwegian* | Swedish* |
> | Dutch* | Polish* | Russian* | Japanese | Simplified Chinese |
> | Traditional Chinese | Turkish* | | | |
>
> * Initially installed only when the hard disk is installed on the equipment.
> • When adding a language, store the desired language pack in the root directory of your USB storage device in advance.
> • For information of languages which can be newly added, contact your service technician.

Adding a language

1 **On the LANGUAGES screen, press [INSTALL].**
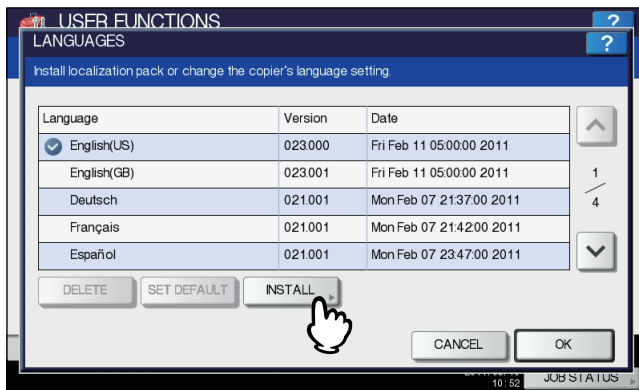
The LOCALIZATION PACK INSTALLATION screen is displayed.

2 **Connect your USB storage device in which the language pack is stored to the USB port on the equipment, and press [OK].**
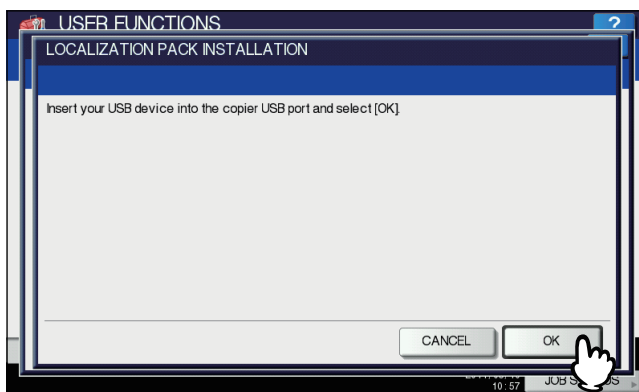
The SELECT A FILE screen is displayed.

> Tip
>
> For the location of the USB port on the equipment, refer to the *Quick Start Guide "Chapter 1: PREPARATIONS"*.

3 **Select the language pack that you want to install, and press [INSTALL].**
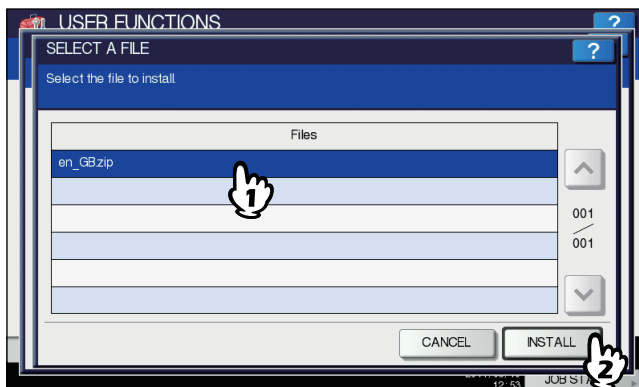
The installation confirmation screen is displayed.

4 **Press [YES].**
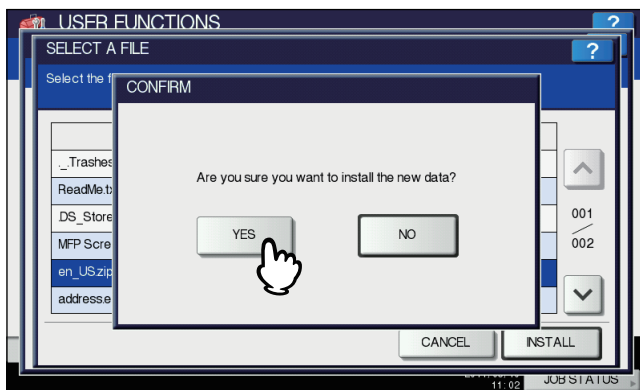
The installation begins.

Note

Do not remove the USB storage device until the data transfer is complete. Removing the device while data are being transferred could destroy them or cause a malfunction of the equipment.

5 **When the installation is complete, press [OK].**

You will be returned to the GENERAL menu (2/2).

Tip

If the installation fails, the message "Installation Failed." will be displayed on the CAUTION screen. In this case, press [CLOSE], and perform the operation again.

6 **Remove the USB storage device from the USB port on the equipment.**

Removing a language

1 **On the LANGUAGES screen, select the language pack that you want to remove, and press [DELETE].**
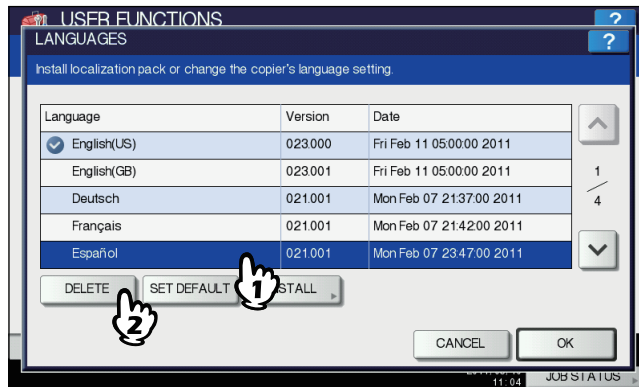
The deletion confirmation screen is displayed.

Note

The language packs for English (US), English (UK), and the default language cannot be removed.

2 **Press [YES].**
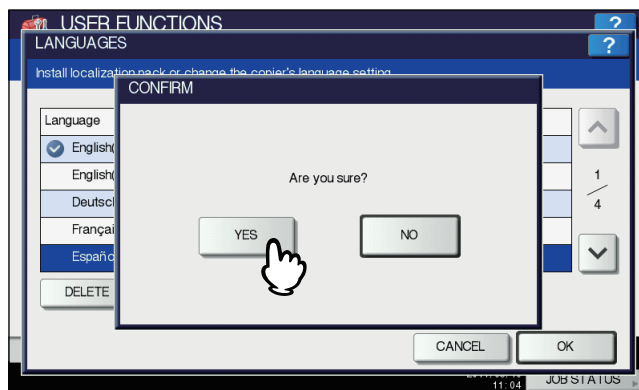
When the language pack is removed, you will be returned to the LANGUAGES screen.

Setting the default language

1 On the LANGUAGES screen, select the language to be used as the default, and press [SET DEFAULT].
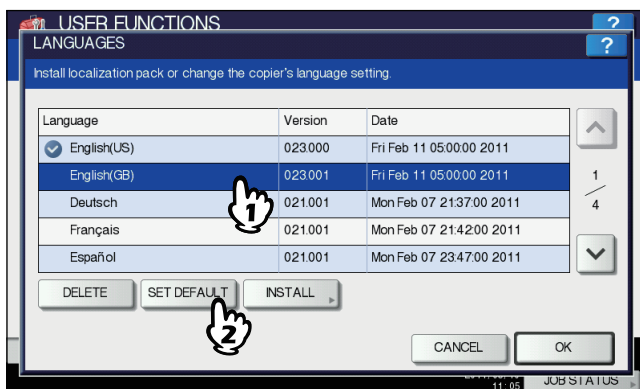
The mark is displayed beside the selected language.
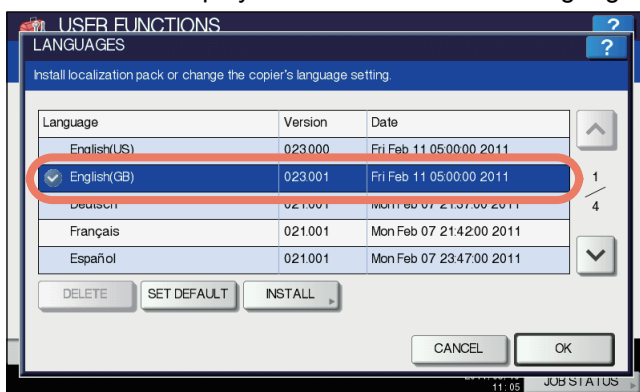
2 Press [OK].
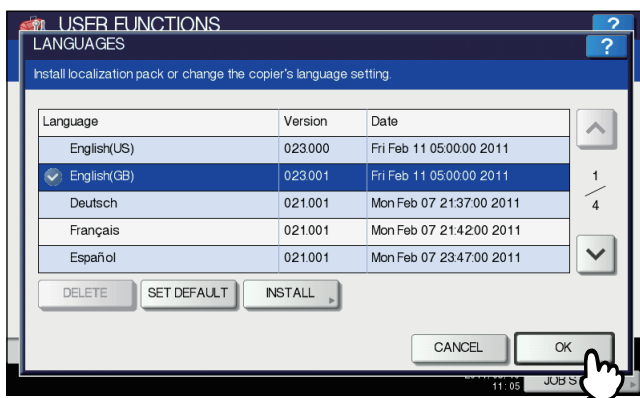
The setting is completed, and you will be returned to the previous screen.

■ Updating your system

You can install files for updating the system of your equipment.

> Note
>
> When the hard disk is not installed on the equipment, you can confirm the installed system software and version but you will not be able to update the system of your equipment though.

> Tips
>
> - To obtain the updating files, contact your service technician.
> - Before performing the operation, store the updating files in the root directory of your USB storage device in advance.

1 Press [SYSTEM UPDATES] on the GENERAL menu (2/2) screen.

The SYSTEM UPDATES screen is displayed, and you can view the software currently installed and the respective versions.

2 Press [INSTALL].
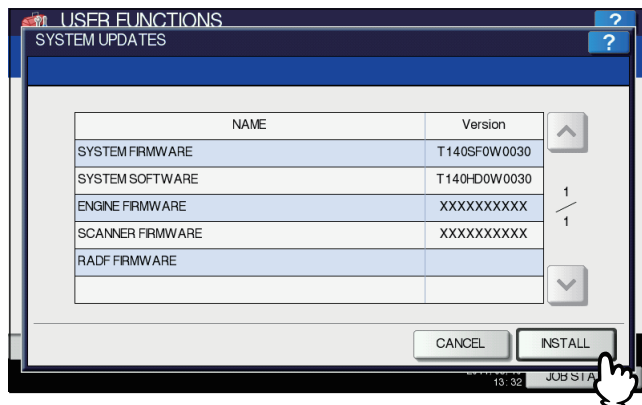
A message appears prompting you to insert the USB storage device.

3 Connect your USB storage device in which the files for updating the system are stored to the USB port on the equipment, and press [OK].
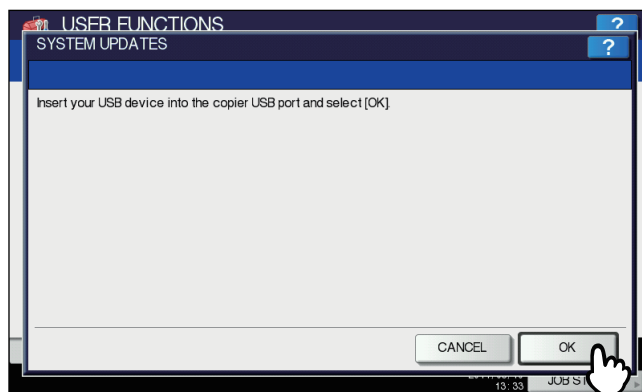
The USB LIST screen is displayed.

> Tip
>
> For the location of the USB port on the equipment, refer to the *Quick Start Guide "Chapter 1: PREPARATIONS"*.

4 **Select the file type, and press [OK].**
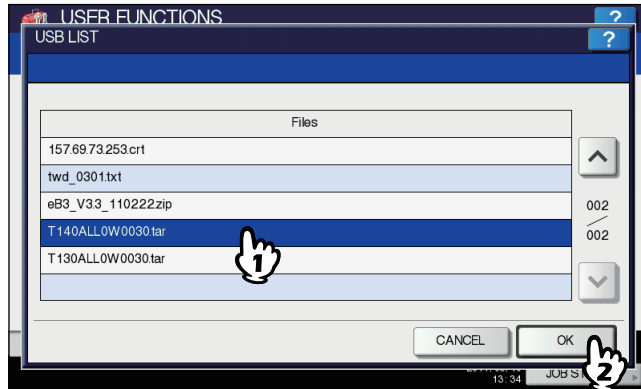
The SYSTEM UPDATES screen is displayed.

5 **Select the file that you want to install, and press [INSTALL].**
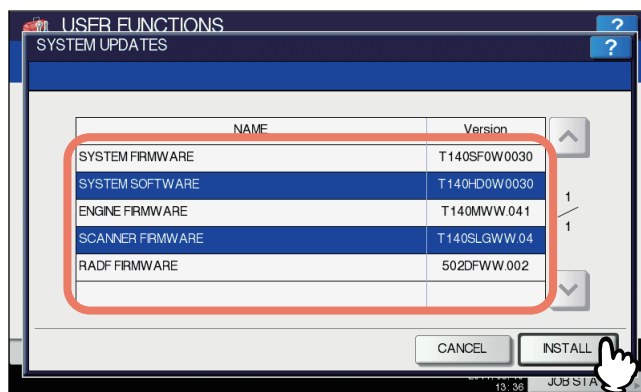
The installation confirmation screen is displayed.

6 **Press [YES].**
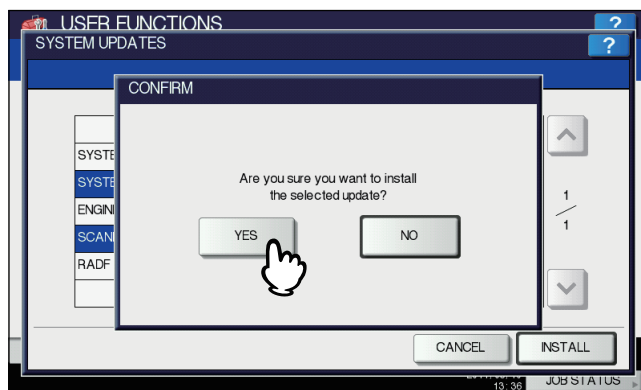
The installation begins.

Notes

- Do not remove the USB storage device until the data transfer is complete. Removing the device while data are being transferred could destroy them or cause a malfunction of the equipment.
- Pressing [YES] in the above screen while jobs are being processed, displays the message "Process cannot be performed while Job is processing or Admin function is in progress." in the CAUTION screen. In this case, press [CLOSE], and wait until the job is complete, then perform the operation again.

7 **When the installation is complete, remove the USB storage device from the USB port on the equipment, and press [OK] to reboot the equipment.**
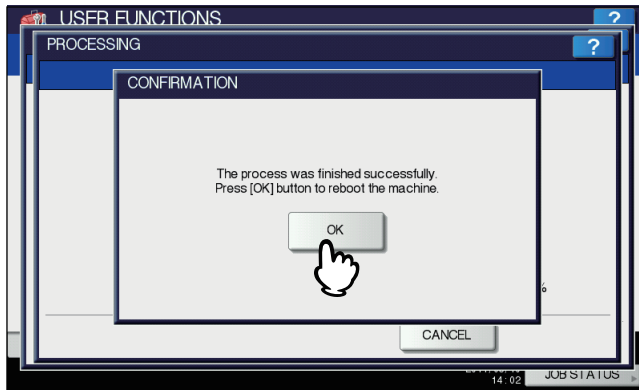
Your system is now updated. When update is complete, the equipment is automatically rebooted.

■ Creating or installing clone files

You can create clone files of the setting data and user data by using the cloning function. These files can also be installed on other equipment of the same multifunctional digital system series. This function is convenient when you want to apply the same settings to multiple equipment.

  P.72 "Installing the clone data"
  P.75 "Creating clone files"

Note

The clone files are compatible with models of the same MFP series but not with those of others.

Tip

When installing the clone data, store the corresponding files in the root directory of your USB storage device in advance.
For details of the cloning function, contact your service representative.

Installing the clone data

1 **On the CLONING screen, press [INSTALL CLONE DATA].**
The CLONE DATA INSTALLATION screen is displayed.

2 **Connect your USB storage device in which the clone files are stored to the USB port on the equipment, and press [OK].**
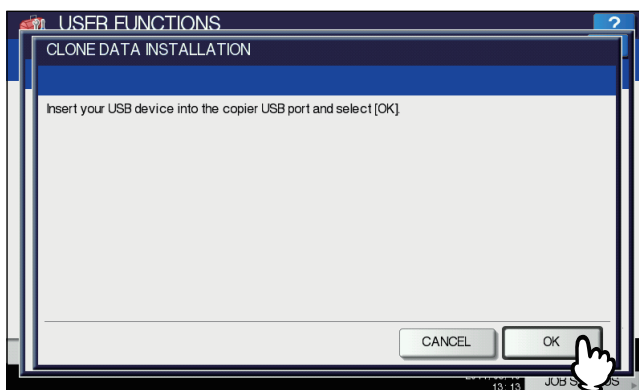
The SELECT A FILE screen is displayed.

Tip

For the location of the USB port on the equipment, refer to the *Quick Start Guide "Chapter 1: PREPARATIONS"*.

3 **Select the file that you want to install, and press [INSTALL].**
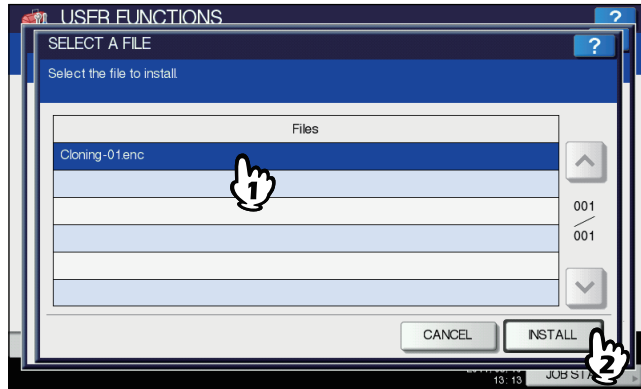
The OPEN CLONE FILE screen is displayed.

Note

You can select only one file per operation.

4 **Confirm the file name and file contents, and press [INSTALL].**
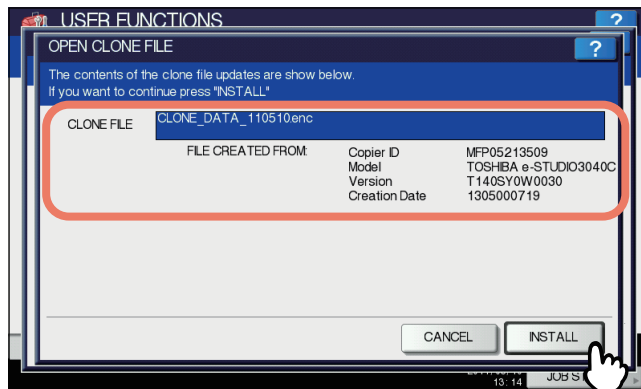
The PASSWORD REQUEST screen is displayed.

5 **Press [PASSWORD].**
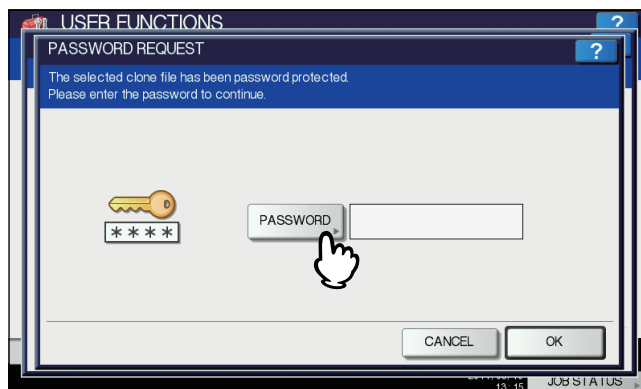
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:

6 **Enter the password and press [OK].**
You will be returned to the PASSWORD REQUEST screen.

Tip

The input password appears as asterisks (*).

7 **Press [OK].**
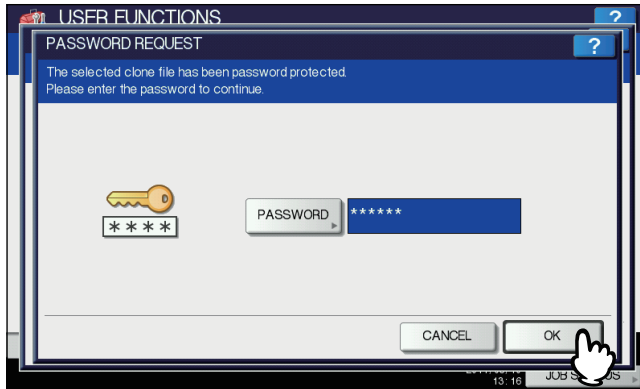
The installation confirmation screen is displayed.

8 **Press [YES].**
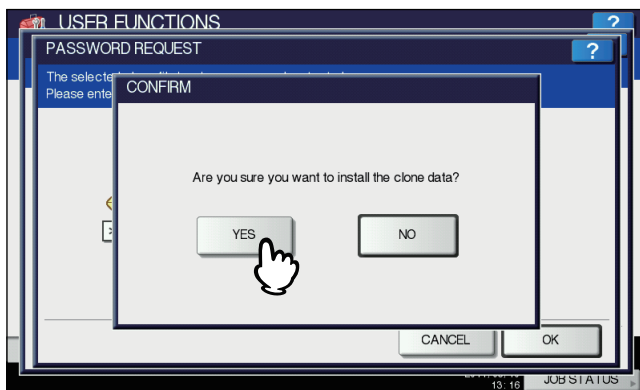
The installation begins.

> Note
>
> Do not remove the USB storage device until the data transfer is complete. Removing the device while data are being transferred could destroy them or cause a malfunction of the equipment.

9 **When the installation is complete, remove the USB storage device from the USB port on the equipment, and press [OK] to reboot the equipment.**

Creating clone files

1 **On the CLONING screen, press [CREATE CLONE FILE].**
The CREATE CLONE FILE screen is displayed.

2 **Connect your USB storage device, select the data that you want to duplicate, and then press [SAVE].**
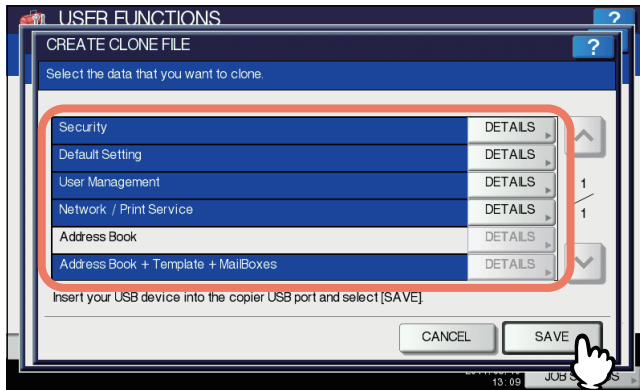
The SAVE AS screen is displayed.

Tips

- For the location of the USB port on the equipment, refer to the *Quick Start Guide "Chapter 1: PREPARATIONS"*.
- For data you do not need to duplicate, press the data category button(s) to clear the highlight.
- Press [DETAILS] to confirm which data are duplicated.

Data category	Data to be duplicated
Security	Secure Erase, Authentication
Default Setting	General, Copy, Scan, Fax, Internet Fax, Fax/Internet Fax Received Forward, E-mail, Save as File, Printer, Notification, Log Settings, EWB Settings
User Management	User, Group, Role, Quota, Department Code, My Menu with Template/Address Book
Network/Print Service	Network settings, Print service, Wireless LAN, Directory Service
Address Book	Address Book
Address Book + Template + MailBoxes	Address Book, Template, Mailboxes

3 **Enter the file name, set the password, and then save the file.**

1) Press [File Name] to enter the file name.
   Enter a file name of up to 128 alphanumeric characters.
2) Press [PASSWORD] to enter a password.
3) Press [RETYPE PASSWORD] to enter the password again.
4) Press [SAVE].
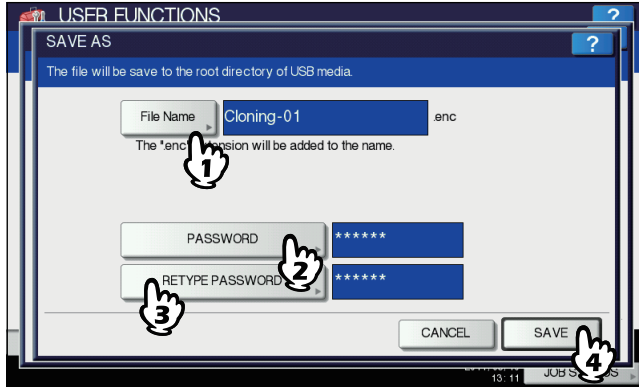
Creating of the clone files begins.

> **Tip**
>
> When you press [File Name], [PASSWORD], and [RETYPE PASSWORD], the on-screen keyboard is displayed.
> For details of the on-screen keyboard, see the following page:
> 📖 P.158 "On-screen keyboard"

> **Note**
>
> Do not remove the USB storage device until the data transfer is complete. Removing the device while data are being transferred could destroy them or cause a malfunction of the equipment.

4 **When the creating of the clone files is complete, press [OK].**

You will be returned to the CLONING screen.

> **Tips**
>
> - When creating the cloning files fails, the message "The File Save Failed." will be displayed on the CAUTION screen. In this case, press [CLOSE], and perform the operation again.
> - When the memory of your USB storage device becomes full while the clone files are being saved, the message "USB Media is full. Change USB Media." will be displayed on the ATTENTION screen. In this case, change the USB storage device to a new one, and perform the operation again.

5 **Remove the USB storage device from the USB port on the equipment.**

■ Setting the panel calibration

You can adjust the position of each button when properly pressing the buttons on the touch panel becomes difficult.
On the panel calibration screen, touch the center of the + mark with a stylus by following the message displayed on the touch panel.
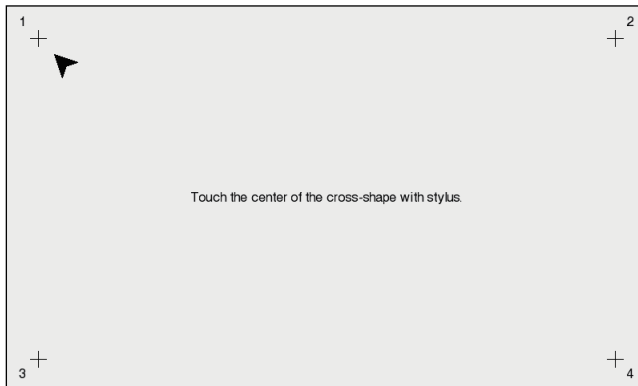
When the panel calibration operation is completed, you will be returned to the GENERAL menu (2/2).

Note

While the panel calibration operation is being performed, no other operations can be performed on the touch panel. If you open the front cover of the equipment during the panel calibration operation and instructions to replace toner cartridges are displayed, close the front cover to complete the panel calibration operation before proceeding to replace the toner cartridges.

■ Exporting logs

You can export logs of each operation displayed in the LOG list (PRINT/SEND/RECEIVE/SCAN) on the JOB STATUS screen to a USB storage device.

1 Connect your USB storage device to the USB port on the equipment.

Tip

For the location of the USB port on the equipment, refer to the *Quick Start Guide "Chapter 1: PREPARATIONS"*.

2 **Begin exporting the log data.**
1) Select the log file format from CSV or XML.
2) Select the log type to export.
3) Press [SAVE] to begin exporting.
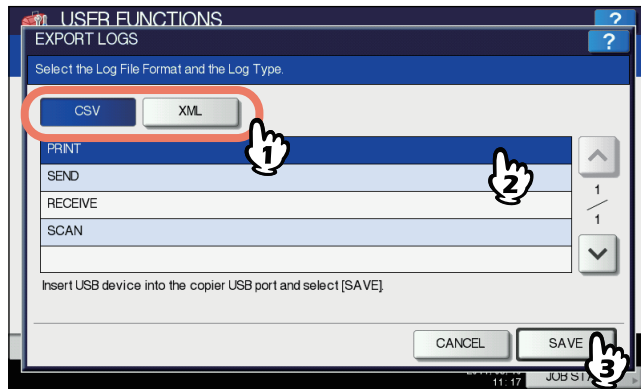
> **Tip**
>
> You can select only one log type per operation.

> **Note**
>
> Do not remove the USB storage device until the data transfer is complete. Removing the device while data are being transferred could destroy them or cause a malfunction of the equipment.

3 **When exporting is complete, press [OK].**
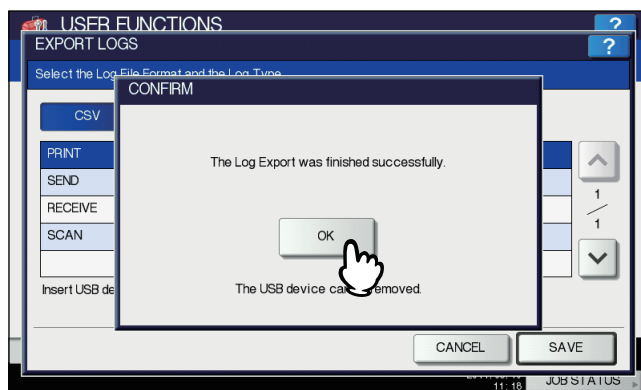
4 **Remove the USB storage device from the USB port on the equipment.**

■ Setting job skip

You can set to skip a copy or print job that failed due some reason and proceed to others.

| Item name	Description
JOB SKIP CONTROL	• **ON** — Press this button to enable the function. • **OFF** — Press this button to disable the function.

> **Note**
>
> [JOB SKIP CONTROL] is displayed only when the hard disk is installed on the equipment.

> **Tip**
>
> For instructions on how to resolve the cause of a skipped copy or print job, refer to the *Copying Guide "Chapter 7: CONFIRMING JOB STATUS"* and *Printing Guide "Chapter 5: MANAGING PRINT JOBS FROM THE CONTROL PANEL"*.

■ Changing the keyboard layout

You can change the layout of the on-screen keyboard to a different one.
On the KEYBOARD LAYOUT screen, select the desired keyboard layout, and press [OK].
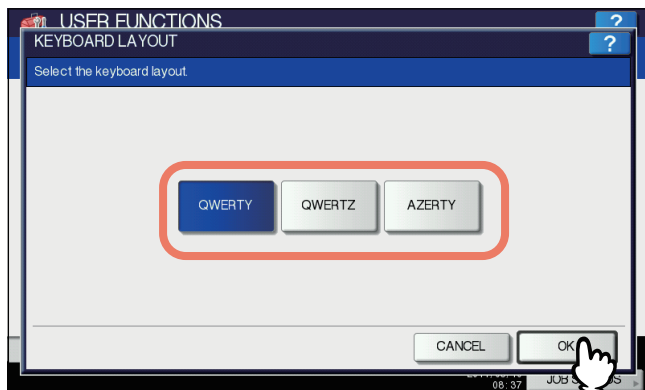
You will be returned to the GENERAL menu (2/2).

The keyboard layout is changed as follows.
- When you selected [QWERTY]:
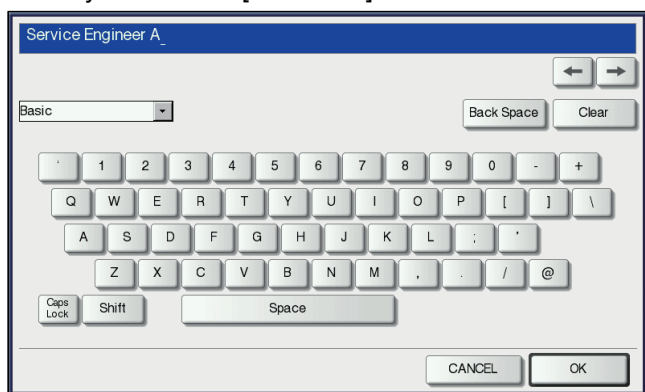
- When you selected [QWERTZ]:
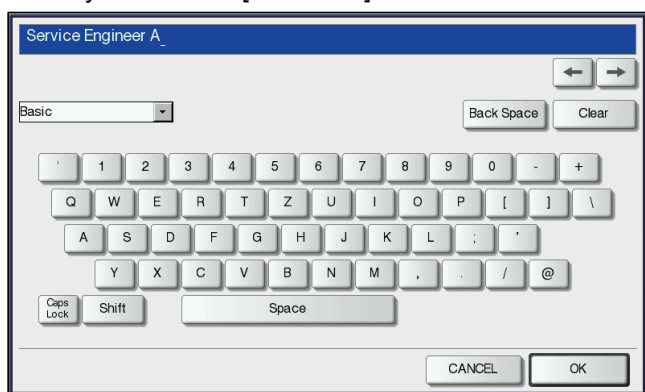
- When you selected [AZERTY]:
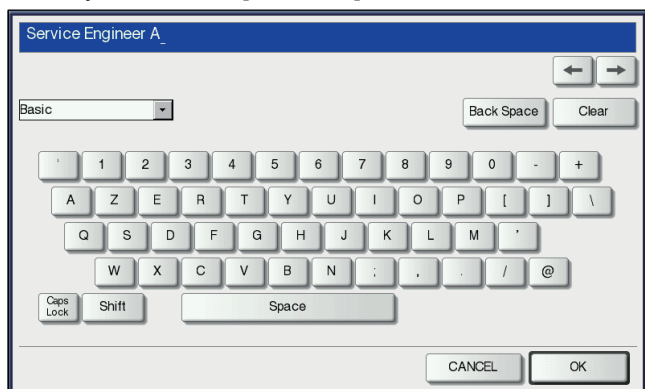
■ Cleaning the main chargers and LED print heads

You can clean the main chargers and LED print heads. If the main chargers or LED print heads are stained, the copied or printed image may have unevenness or white streaks in the horizontal direction.
Clean by following the instructions displayed on the screen. Once you finished cleaning according to the procedure, press [FINISH] on the screen.
This button is available only for some models.

Note

The counter for notifying the cleaning timing will not be cleared if you fail to press [FINISH].
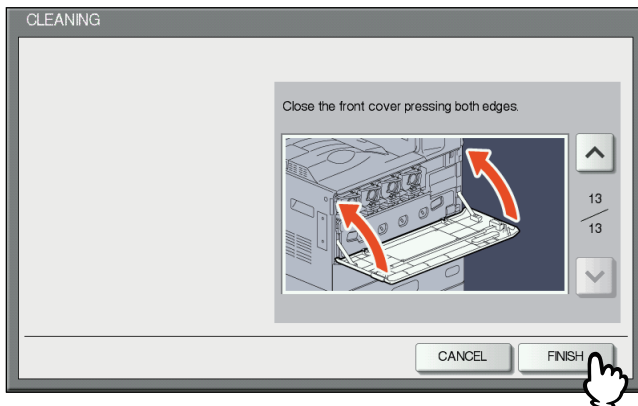
■ Setting the pop-up messages

You can set whether or not to display a message asking the user if he or she wants to change the paper size and paper type settings when a drawer is opened and then closed, whether or not to display a message asking the user if he or she wants to continue copying or printing after clearing a paper misfeed, and whether or not to display a message regarding the amount of paper that can be placed in the drawer.
Press [ENABLE] or [DISABLE] for each option and press [OK].

Item name	Description
DRAWER SET	Enabling this option displays a message asking the user if he or she wants to change the paper size and paper type settings when a drawer is opened and then closed.
PAPER MISFEED RECOVERY	Enabling this option displays a message asking the user if he or she wants to continue with the job being executed when the paper misfeed occurred.
THICK PAPER SET	Enabling this option displays a message regarding the amount of paper that can be placed in a drawer. This message is displayed when thickness is set to [THICK 1] for a drawer with different capacity for plain and thick 1 paper (106 to 163 g/m^2), and such drawer is opened and then closed. (Only for the following model) • e-STUDIO2550C Series

■ **Setting the ADF noise reduction**

You can set the scan noise reduction level for scanning originals with the Reversing Automatic Document Feeder at copying or scanning. Use this function if scan noise is conspicuous due to fine dust at copying or scanning.

Item name	Description
COPY	• NONE - Select this option to disable the reduction function at copying. • LOW, MIDDLE, HIGH - Select this option to use the reduction function at copying. Fine lines other than scan noise may become faint if you set the reduction level higher.
SCAN	• NONE - Select this option to disable the reduction function at scanning. • LOW, MIDDLE, HIGH - Select this option to use the reduction function at scanning. Fine lines other than scan noise may become faint if you set the reduction level higher.

■ **Setting the self-check interval**

You can set the self-check interval for maintaining the image quality of this equipment.

Note

If [LONGER] or [LONGEST] is set, color misregistration may occur. If it occurs, perform the registration.
 P.62 "Setting the registration"

■ **Setting the option**

You can select whether or not to enable hole punching on sheets of tab paper.
Press [ON] to enable hole punching on sheets of tab paper, and press [OK].
This function is available only when the Hole Punch Unit is installed in the following models.
e-STUDIO857 Series and e-STUDIO856 Series

■ **Setting the print darkness**

You can set the print density. This function is available for e-STUDIO307LP only.

NETWORK

You can set various network functions.

Tip

For instructions on how to display the NETWORK menu, see the following page:
 P.49 "Accessing the Admin Menu"
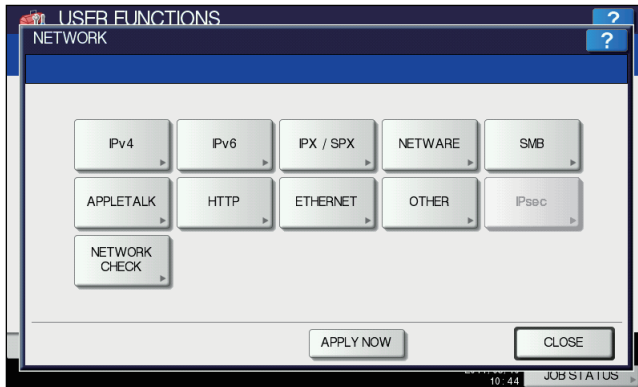
- • P.83 "Setting the TCP/IP protocol (IPv4)"
- • P.84 "Setting the TCP/IP protocol (IPv6)"
- • P.92 "Setting the IPX/SPX protocol"
- • P.93 "Setting the NetWare settings"
- • P.94 "Setting the SMB protocol"
- • P.95 "Setting the AppleTalk protocol"

- • P.96 "Setting the HTTP network service"
- • P.97 "Setting the Ethernet speed"
- • P.98 "Setting the LDAP services, filtering functions and link down detection"
- • P.99 "Setting IPsec (IP security)"
- • P.100 "Checking the network"

Notes

- • When performing network settings, you are required to press [APPLY NOW] after changing the settings to initialize the NIC. Pressing [APPLY NOW] displays the message "NETWORK INITIALIZING" at the lower left of the screen in a few seconds. The time for this message to appear differs depending on the setting.
  This message disappears when the setting is complete.
- • While "NETWORK INITIALIZING" is being displayed, the [NETWORK], [SECURITY], [WIRELESS SETTING], [802.1X SETTINGS], [FACTORY DEFAULT], [CLOCK] and [CLONING] buttons cannot be pressed. Perform the operations with these buttons after the message disappears.

■ Setting the TCP/IP protocol (IPv4)

You can set the TCP/IP protocol that is commonly used in most network systems. When using Web-based utilities such as TopAccess and e-Filing, or network features of this equipment such as network printing, network scanning, and Internet Fax, you are required to set the TCP/IP protocol.

In the TCP/IP setting operation, you can select the addressing mode, as well as assign the IP address, subnet mask and default gateway (when manually assigned).

How the TCP/IP protocol must be set depends on your network environment.

Item name	Description
ADDRESS MODE	• **DYNAMIC** (When TCP/IP is set by Auto-IP addressing or DHCP server) Select [DYNAMIC] when you do not know the TCP/IP settings that should be assigned to the equipment. If [DYNAMIC] is selected when your network supports the DHCP, the IP address, subnet mask, default gateway, primary WINS server address, secondary WINS server address, POP3 server address, and SMTP server address are acquired from the DHCP server. If the DHCP is not supported, an appropriate IP address is assigned to this equipment by the auto-IP addressing function. However, the auto-IP addressing may not work properly if a router is placed in the network. • **NO AUTO IP** (When TCP/IP is set using only the DHCP server) Select [NO AUTO IP] when the equipment is connected to a local area network with a DHCP server and you want to set the TCP/IP not using the auto-IP addressing function, but only the DHCP. When [NO AUTO IP] is selected, the IP address, subnet mask, default gateway, primary WINS server address, secondary WINS server address, POP3 server address, and SMTP server address are acquired from the DHCP server, and the IP address assignment by the auto-IP addressing function disabled. • **STATIC** (When connecting to a local area network using static IP addresses) Select [STATIC] and specify an IP address when connecting to a local area network where static IP addresses are used. Also set the subnet mask and default gateway as required.
IP ADDRESS SUBNET MASK GATEWAY	Press [IP ADDRESS] and enter the IP address of this equipment using the digital keys. Enter the subnet mask and default gateway as required. Use the arrow buttons to switch the active box. Note This item is enabled only when [STATIC] is selected for [ADDRESS MODE].

■ Setting the TCP/IP protocol (IPv6)

You can set the TCP/IP v6 protocol.

In IPv6 setting operation, you can enable or disable the IPv6 protocol in this equipment, as well as set the IPv6 address, for example, by selecting the addressing mode.

How the IPv6 address is acquired depends on the addressing mode you select.

- **When you select [MANUAL]:**
  You assign the IPv6 address, prefix and default gateway manually. In this mode, it is possible to register one IPv6 address.
  📖 P.85 "Setting the IPv6 protocol manually"
- **When you select [STATELESS]:**
  The IPv6 address is acquired automatically from the DHCPv6 server and routers. In this mode, it is possible to register up to nine IPv6 addresses.
  📖 P.87 "Setting the IPv6 protocol automatically (in a stateless network environment)"

   Tip

   Up to seven IPv6 addresses can be acquired from routers. One IPv6 address can be obtained from the DHCPv6 server. And, one link-local address is generated automatically.

- **When you select [STATEFUL]:**
  The IPv6 address is automatically acquired from the DHCPv6 server. In this mode, it is possible to register one IPv6 address.
  📖 P.90 "Setting the IPv6 protocol automatically (in a stateful network environment)"

   Tip

   If Duplicate Address Detection (DAD) detects duplicate addresses, the message "IPv6 ADDRESS CONFLICT" is displayed on the touch panel.

2

Setting the IPv6 protocol manually

1 On the IPv6 screen, specify the following items as required and press ⌄ .

Item name	Description
IPv6 PROTOCOL	• **ENABLE** — Press this button to enable the IPv6 protocol. • **DISABLE** — Press this button to disable the IPv6 protocol.
LLMNR	• **ENABLE** — Press [ENABLE] to enable the LLMNR (Linklocal Multicast Name Resolution) protocol. • **DISABLE** — Press [DISABLE] to disable the LLMNR protocol.
ADDRESS MODE	Select [MANUAL] for the IPv6 addressing mode.
Link Local Address	The unique address used in IPv6 is displayed.

Notes

• The link-local address cannot be used to connect to network places across a router.
• [ENABLE] and [DISABLE] for the LLMNR protocol are available when you select [ENABLE] for the IPv6 protocol.

2 **Specify the following items as required and press ⌄.**

Item name	Description
ENABLE DHCP (OPTIONS)	Select whether or not to use the optional information (IPv6 address for the DNS server, etc.) other than the IPv6 address for this equipment issued by the DHCPv6 server. • **ENABLE** — Press this button to use the optional information. • **DISABLE** — Press this button to not use the optional information.
IP Address	Press this button to assign an IPv6 address to this equipment.
PREFIX	Press this button to assign the prefix for the IPv6 address.
GATEWAY	Press this button to assign the default gateway.

Tip

When you press [IP Address], [PREFIX] or [GATEWAY], the on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

3 **Confirm the settings and press [OK].**
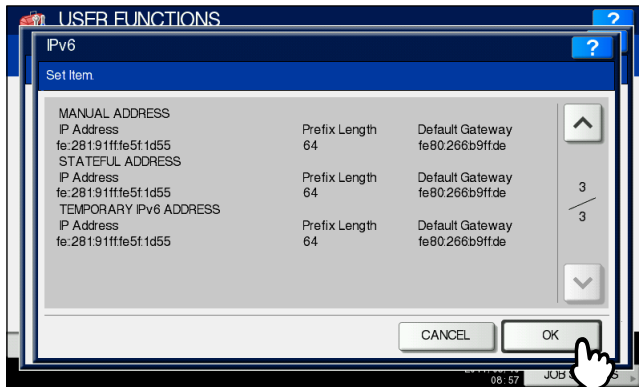
You will be returned to the NETWORK menu.

Setting the IPv6 protocol automatically (in a stateless network environment)

1 On the IPv6 screen, specify the following items as required and press ⌄ .

Item name	Description
IPv6 PROTOCOL	• **ENABLE** — Press this button to enable the IPv6 protocol. • **DISABLE** — Press this button to disable the IPv6 protocol.
LLMNR	• **ENABLE** — Press [ENABLE] to enable the LLMNR (Linklocal Multicast Name Resolution) protocol. • **DISABLE** — Press [DISABLE] to disable the LLMNR protocol.
ADDRESS MODE	Select [STATELESS] for IPv6 addressing mode.
Link Local Address	The unique address used in IPv6 is displayed.

Notes

• The link-local address cannot be used to connect to network places across a router.
• [ENABLE] and [DISABLE] for the LLMNR protocol are available when you select [ENABLE] for the IPv6 protocol.

2 **Specify the following items as required and press $\vee$.**

Item name	Description
ENABLE DHCP (IP Address)	• **ENABLE** — Press this button to use the IPv6 address issued by the DHCPv6 server. • **DISABLE** — Press this button to disable the IPv6 address issued by the DHCPv6 server.
ENABLE DHCP (OPTIONS)	• **ENABLE** — Press this button to use the optional information (IPv6 address for the DNS server, etc.) other than the IPv6 address for this equipment issued by the DHCPv6 server. • **DISABLE** — Press this button to not use the optional information other than the IPv6 address for this equipment issued by the DHCPv6 server.
FQDN Option	• **ENABLE** — Press this button to assign a FQDN (Fully Qualified Domain Name) using the DNS server. • **DISABLE** — Press this button to not assign a FQDN using the DNS server.
FQDN Update Method	• **CLIENT** — Press this button to update the DNS server from this equipment. • **SERVER** — Press this button to update the DNS server from the DHCPv6 server.

Tip

When you select [ENABLE] for the [ENABLE DHCP (IP Address)] option, [ENABLE] is automatically set for the [ENABLE DHCP (OPTIONS)] option.

3 **Confirm the settings and press ▽.**
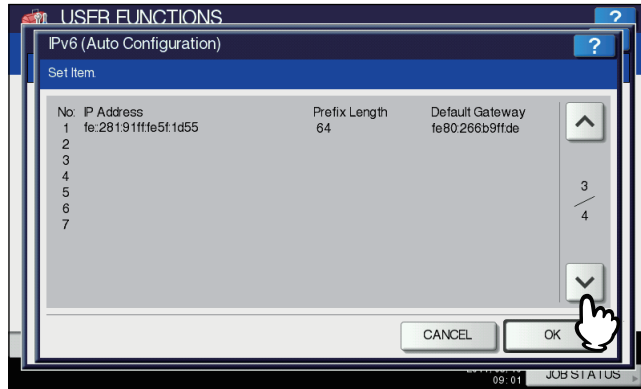
Tip

The IPv6 addresses acquired from routers are displayed. Up to seven IPv6 addresses can be retained.

Note

When this equipment receives a router advertisement (RA) from a router with the M flag set to "0", the DHCPv6 function is disabled. When the router advertisement (RA) M flag setting is changed from "0" to "1" with the router settings, reboot this equipment by using the [POWER] button on the control panel to enable the DHCPv6 function.

4 **Confirm the settings and press [OK].**

You will be returned to the NETWORK menu.

Tip

The IPv6 address acquired from the DHCPv6 server is displayed.

Setting the IPv6 protocol automatically (in a stateful network environment)

1 On the IPv6 screen, specify the following items as required and press ⌄ .

Item name	Description
IPv6 PROTOCOL	• **ENABLE** — Press this button to enable the IPv6 protocol. • **DISABLE** — Press this button to disable the IPv6 protocol.
LLMNR	• **ENABLE** — Press [ENABLE] to enable the LLMNR (Linklocal Multicast Name Resolution) protocol. • **DISABLE** — Press [DISABLE] to disable the LLMNR protocol.
ADDRESS MODE	Select [STATEFUL] for the IPv6 addressing mode.
Link Local Address	The unique address used in IPv6 is displayed.

Notes

- The link-local address cannot be used to connect to network places across a router.
- [ENABLE] and [DISABLE] for the LLMNR protocol are available when you select [ENABLE] for the IPv6 protocol.

2 **Specify the following items as required and press ⌄ .**

Item name	Description
ENABLE DHCP (IP Address)	• **ENABLE** — Press this button to use the IPv6 address issued by the DHCPv6 server. • **DISABLE** — Press this button to disable the IPv6 address issued by the DHCPv6 server.
ENABLE DHCP (OPTIONS)	• **ENABLE** — Press this button to use the optional information (IPv6 address for the DNS server, etc.) other than the IPv6 address for this equipment issued by the DHCPv6 server. • **DISABLE** — Press this button to not use the optional information other than the IPv6 address for this equipment issued by the DHCPv6 server.
FQDN Option	• **ENABLE** — Press this button to assign a FQDN (Fully Qualified Domain Name) using the DNS server. • **DISABLE** — Press this button to not assign a FQDN using the DNS server.
FQDN Update Method	• **CLIENT** — Press this button to update the DNS server from this equipment. • **SERVER** — Press this button to update the DNS server from the DHCPv6 server.

Note

[ENABLE DHCP (IP Address)] and [ENABLE DHCP (OPTIONS)] cannot be disabled simultaneously.

3 **Confirm the settings and press [OK].**
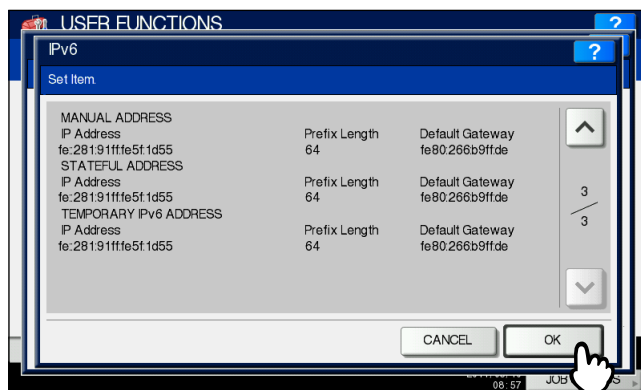
You will be returned to the NETWORK menu.

Tip

The IPv6 address acquired from the DHCPv6 server is displayed.

■ Setting the IPX/SPX protocol

You can set the IPX/SPX protocol in this equipment. The IPX/SPX protocol is normally used to communicate with the NetWare file server through the network.
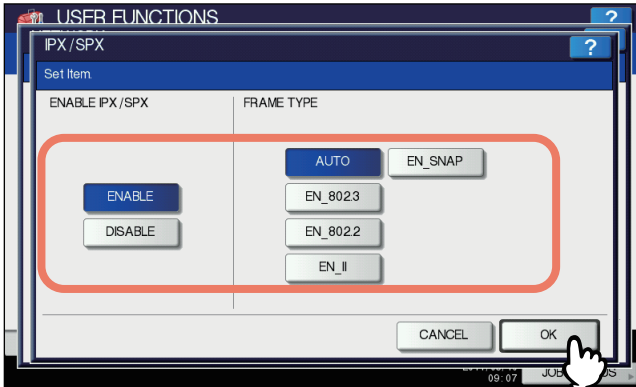
Item name	Description
ENABLE IPX/SPX	• **ENABLE** — Press this button to use the IPX/SPX protocol in this equipment. • **DISABLE** — Press this button to disable the IPX/SPX protocol.
FRAME TYPE	Press [AUTO] to automatically detect the appropriate frame type, or press a specific frame type button. If you do not know the frame type that must be used, select [AUTO].

■ Setting the NetWare settings

You can set the NetWare configuration to be connected.

Note

This option must be set when you use the NetWare file server for Novell printing.
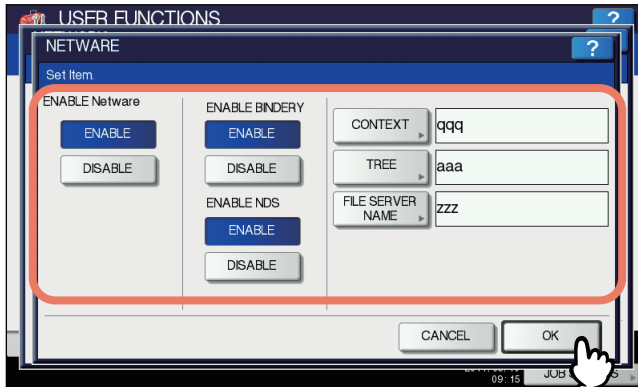
Item name	Description
ENABLE Netware	• **ENABLE** — Press this button to use the NetWare protocol. • **DISABLE** — Press this button to disable the NetWare protocol.
ENABLE BINDERY	• **ENABLE** — Press this button to enable communication with the NetWare file server in bindery mode. • **DISABLE** — Press this button to disable communication with the NetWare file server in bindery mode.
ENABLE NDS	• **ENABLE** — Press this button to enable communication with the NetWare file server in NDS mode. • **DISABLE** — Press this button to disable communication with the NetWare file server in NDS mode.
CONTEXT	Press this button to enter the NDS context in which the NetWare print server for this equipment is located. This must be entered when you connect the NetWare file server in the NDS mode.
TREE	Press this button to enter the NDS tree. This must be entered when you connect the NetWare file server in the NDS mode.
FILE SERVER NAME	Press this button to enter the NetWare file server name. It is recommended that this be entered when you connect the NetWare file server in bindery mode.

Tips

• When you press [CONTEXT], [TREE] or [FILE SERVER NAME], the on-screen keyboard is displayed. For details of the on-screen keyboard, see the following page:
  P.158 "On-screen keyboard"
• You can enable both bindery and NDS modes at the same time.

■ Setting the SMB protocol

You can set the SMB network properties to enable access to this equipment and SMB printing from a Microsoft Windows network. Enabling SMB allows you to enable the file sharing service in addition to SMB printing. Furthermore, if the WINS server is used to allow file sharing and printer sharing across segments, you must specify the WINS server address so that this equipment is visible from the different segments.

Item name	Description
SMB PROTOCOL	• **ENABLE** — Press this button to use the SMB protocol. • **DISABLE** — Press this button to disable the SMB protocol. When you select [ENABLE], select the function that you want to disable in [RESTRICTION].
RESTRICTION	Select whether to disable the printer sharing or file sharing function. You can select one of the following: • **NONE** — Press this button when not restricting neither the printer sharing nor the file sharing function. Both SMB printing and the file sharing service using SMB are enabled. • **PRINT SHARE** — Press this button to disable SMB printing. • **FILE SHARE** — Press this button to disable the file sharing service using SMB. (Not selectable when the hard disk is not installed on the equipment)
NetBIOS NAME	Press this button to enter the name by which this equipment will be displayed on the Windows network. The NetBIOS name is set to "MFP<NIC serial number>" by factory default.
LOGON	Displays the Windows network environment to which this equipment is logged on. "Workgroup" is displayed if this equipment is logged on to a workgroup network and "Domain" if it is logged on to a domain network. "Workgroup" or "Domain" can be specified only from TopAccess. For details on how to change the setting, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.
WINS PRIMARY	Press this button to enter the IP address of the primary WINS server using the digital keys. The primary WINS server IP address is required when you want to allow access to this equipment from a different subnet using NetBIOS name, and the NetBIOS name and workgroup name of the equipment are resolved using the WINS server. Use the arrow buttons to switch the active box.
WINS SECONDARY	Press this button to enter the IP address of the secondary WINS server using the digital keys. Specify the IP address of the secondary WINS server as needed when using the WINS server to resolve the NetBIOS name and workgroup name of this equipment. The secondary WINS server is used when the primary WINS server is unavailable. Use the arrow buttons to switch the active box.

> **Tip**
>
> When you press [NetBIOS NAME], the on-screen keyboard is displayed.
> For details of the on-screen keyboard, see the following page:
> 🕮 P.158 "On-screen keyboard"

Notes

- When you select [DISABLE] for [SMB PROTOCOL] or [FILE SHARE] for [RESTRICTION], the Save as File to MFP Local function is disabled.
- If this equipment is set to log on to the domain in the SMB Session of TopAccess (administrator mode) but "Workgroup" is displayed, logging on to the domain network has failed. In that case, check whether the Windows Server and the TopAccess SMB Session settings are correct.
- If you set "Domain" for Log-on setting in the TopAccess (administrator mode) SMB Session, and power ON this equipment or press [APPLY NOW] after changing the network settings of this equipment, the equipment logs on to the Windows domain network.
- You can enter only alphanumeric characters and "-" (hyphen) for [NetBIOS NAME].
- Do not enter an IP address that starts with "0" (i.e. "0.10.10.10"), "127" (i.e. "127.10.10.10"), or "224" (i.e. "224.10.10.10") in [WINS PRIMARY] and [WINS SECONDARY]. If you enter such an address, the equipment cannot communicate with the WINS server.
- If you enter "0.0.0.0" for [WINS PRIMARY] and [WINS SECONDARY], this equipment will not use the WINS server.
- When [DYNAMIC] or [NO AUTO IP] is selected for [ADDRESS MODE] in the TCP/IP settings, this equipment can acquire the IP address for [WINS PRIMARY] and [WINS SECONDARY] from the DHCP server.

■ Setting the AppleTalk protocol

The AppleTalk protocol must be enabled and properly set to enable AppleTalk printing from a Macintosh computer.
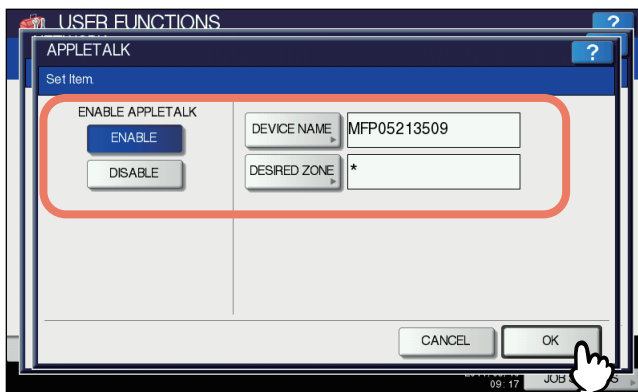
Item name	Description
ENABLE APPLETALK	- **ENABLE** — Press this button to use the AppleTalk protocol. - **DISABLE** — Press this button to disable the AppleTalk protocol.
DEVICE NAME	Press this button to enter the device name of this equipment.
DESIRED ZONE	Press this button to enter the AppleTalk zone name. If your AppleTalk network has not been configured with a zone, enter the default zone name "*".

Tip

When you press [DEVICE NAME] or [DESIRED ZONE], the on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

■ Setting the HTTP network service

You can enable or disable the HTTP network server service that provides web-based utilities on this equipment, such as TopAccess and e-Filing.

Item name	Description
ENABLE HTTP SERVER	• **ENABLE** — Press this button to use the HTTP network server service. • **DISABLE** — Press this button to disable the HTTP network server service. This option must be enabled for TopAccess and the e-Filing web utility.
ENABLE SSL	Select whether or not to use SSL (Secure Sockets Layer). • **ENABLE** — Press this button to encrypt the data transferred between the equipment and client computers using a private key, as a result of operating TopAccess or the e-Filing web utility. • **DISABLE** — Press this button to disable encryption.
PRIMARY PORT NUMBER	Press this button to enter the primary port number to be used for receiving HTTP access from other clients. Normally use the default port number "80".
SECONDARY PORT NUMBER	Press this button to enter the secondary port number to be used to access TopAccess and the e-Filing web utility. Normally use the default port number "8080".

Tip

When you press [PRIMARY PORT NUMBER] or [SECONDARY PORT NUMBER], the on-screen numeric keypad is displayed.
For details of the on-screen numeric keypad, see the following page:
 P.159 "On-screen numeric keypad"

2

■ Setting the Ethernet speed

You can specify the Ethernet speed.
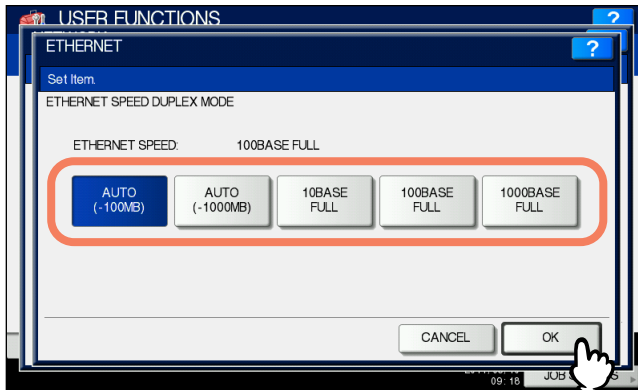
Item name	Description
ETHERNET SPEED DUPLEX MODE	Select the desired combination of communication speed and transmission method.

Notes

- The options vary depending on the model.
- Some models have [AUTO] while others have [AUTO (-100MB)] and [AUTO (-1000MB)] as options. If you do not know the speed of the network you are connected to, select [AUTO], or either [AUTO (-100MB)] or [AUTO (-1000MB)] depending on your model instead of the button of a specific speed and mode.
- The following models do not enter the Super Sleep mode even if [ENABLE] is selected in the SLEEP/ SUPER SLEEP screen when ETHERNET is set to [AUTO (-1000MB)], [1000BASE FULL], or [1000BASE].
  - e-STUDIO456 Series
  - e-STUDIO856 Series
  - e-STUDIO306LP
- The current Ethernet speed is displayed above the buttons. "Link not detected" is displayed when links failed to be detected.
- If the network is not stable, turn the power of the equipment OFF and then back ON.

■ Setting the LDAP services, filtering functions and link down detection

You can enable the LDAP directory service which allows the equipment to search the LDAP server for contacts to specify recipients for Internet Faxes, fax transmissions, and Scan to E-mail jobs. Furthermore, the LDAP server can also be used for searching for contacts when creating a template with TopAccess, or a contact in the address book.
In this setting menu, you can also select whether to use the IP/MAC address filtering functions and the link-down detection function.
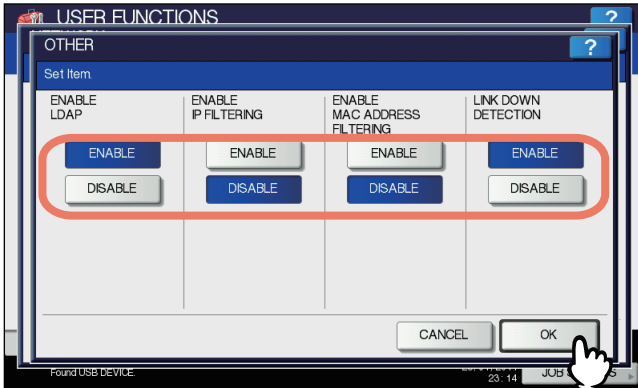
Item name	Description
ENABLE LDAP	• **ENABLE** — Press this button to use the LDAP network server service. • **DISABLE** — Press this button to disable the LDAP network server service.
ENABLE IP FILTERING	• **ENABLE** — Press this button to use IP filtering. • **DISABLE** — Press this button to disable IP filtering.
ENABLE MAC ADDRESS FILTERING	• **ENABLE** — Press this button to use MAC address filtering. • **DISABLE** — Press this button to disable MAC address filtering.
LINK DOWN DETECTION	• **ENABLE** — Press this button to use the link down detection. • **DISABLE** — Press this button to disable the link down detection.

> Tip

To add the LDAP directory service, you must operate using TopAccess. For details on how to register the directory service, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

> Notes

- If the LDAP network service is disabled, you will not be able to acquire the "From Address" from the LDAP server during the User Authentication for Scan to E-mail for transmitting an E-mail.
- If this equipment is not connected to the network, disable the link down detection function.

■ Setting IPsec (IP security)

When the IPsec Enabler is installed, the encrypting of communication using the IPsec (IP Security Protocol) becomes possible.

In IP security setting, you can perform the following operations.
- Viewing the IPsec policy name currently applied
- Enabling or disabling IPsec communication
- Flushing (resetting) IPsec session
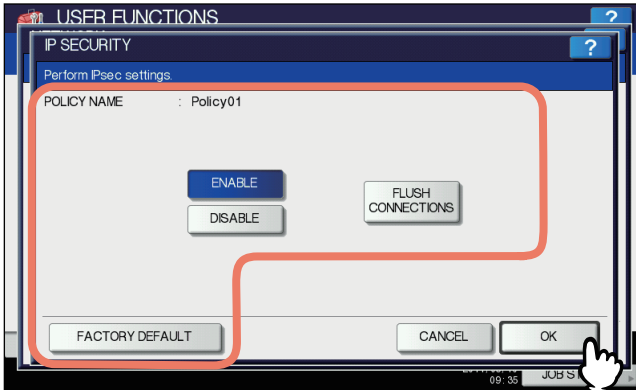
Item name	Description
POLICY NAME	The name of the currently applied IPsec policy is displayed.
ENABLE	Press this button to enable IPsec communication.
DISABLE	Press this button to disable IPsec communication.
FLUSH CONNECTIONS	Press this button to manually clear (flush) the current IPsec session and start a new session when the key currently used for IPsec communication has leaked or a security violation has occurred.
FACTORY DEFAULT	Press this button to reset the IPsec settings back to the factory defaults. When you press this button, a confirmation message is displayed.

> Tip

Settings required for IPsec such as entry of IPsec policies can be performed from TopAccess. For details, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

> Note

[IPsec] is available only when the IPsec Enabler is installed.

■ Checking the network

Two functions are available for checking the network status: ping and traceroute.
The ping function allows you to check the connection status between this equipment and the servers on the network. And, the traceroute function allows you to view and check the network path to the desired server.

1 **On the NETWORK CHECK screen, select the server you want to check, and press [ping] or [TRACEROUTE].**
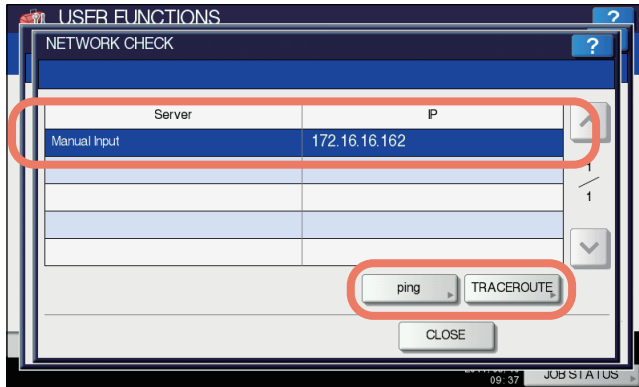
The check result is displayed.

> Tip

There are two ways to select the server you want to check.
To select the desired server from the server list displayed on the touch panel:
Checkable servers and supported protocols are as follows.
- Primary DNS server (IPv4/IPv6)
- Secondary DNS server (IPv4/IPv6)
- Primary WINS server (IPv4)
- Secondary WINS server (IPv4)
- SMTP server (IPv4/IPv6)
- POP3 server (IPv4/IPv6)
- Primary SNTP server (IPv4/IPv6)
- Secondary SNTP server (IPv4/IPv6)
- LDAP server 1
- LDAP server 2
- LDAP server 3
- LDAP server 4
- LDAP server 5
- Remote server 1
- Remote server 2

To designate the desired server manually:
Enter the server name, IPv4 address, or IPv6 address manually. When you press the Manual Input field, the on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
☐ P.158 "On-screen keyboard"

> Note

When you have entered a WINS name for the network path of the remote server 1/2 in TopAccess "Save as file Setting", you will not be able to perform network check on those servers by selecting them from the server list. In this case, designate the IP address of the remote server 1/2 manually to perform the network check.

2 **Check the results. When finished, press [CLOSE].**
When you performed ping:
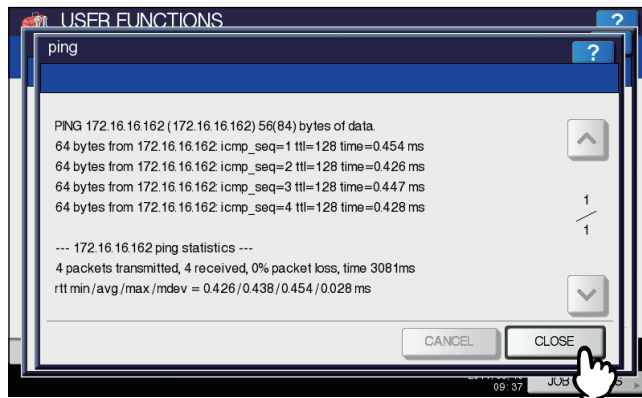
When you performed traceroute:
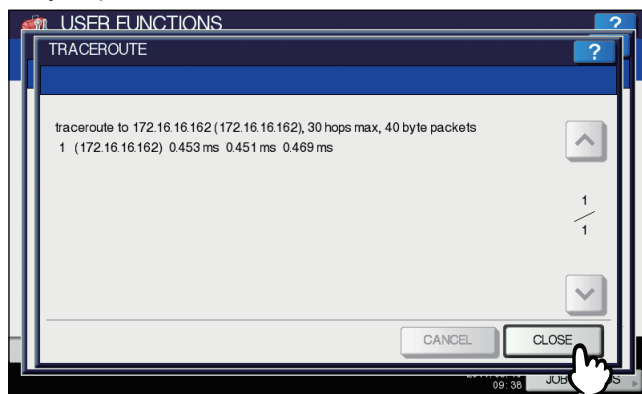
Note

When the ping/traceroute command can reach a server, the IP address is displayed for the check result for the server. If the command cannot reach it for some reason, the host name is displayed instead of the IP address.

You will be returned to the NETWORK CHECK screen.

COPY

You can change the system behavior for copy jobs, such as the maximum number of copies, auto 2-sided mode, and the sort mode priority.

> Tip

For instructions on how to display the COPY screen, see the following page:
📖 P.49 "Accessing the Admin Menu"

The screen is composed of multiple pages. Press ∧ or ∨ to navigate back and forth through the pages.

COPY screen (1/3)

Item name	Description
MAXIMUM COPIES	Press the button of the desired maximum number of copies to be allowed from [9999][*1], [999], [99], and [9].
AUTO 2-SIDE MODE	Press the button of the 2-sided mode copy settings (Available only when the Automatic Duplexing Unit is installed) that applies by default to originals placed in the Reversing Automatic Document Feeder. • **OFF** — Press this button to set the 2-sided mode to [1->1 SIMPLEX]. • **1->2 DUPLEX** — Press this button to set the 2-sided mode to [1->2 DUPLEX]. • **2->2 DUPLEX** — Press this button to set the 2-sided mode to [2->2 DUPLEX]. • **USER** — Press this button to automatically display the screen to select the 2-sided mode when originals are placed in the Reversing Automatic Document Feeder.
SORT MODE PRIORITY	Select the default sort mode for copy jobs. If [STAPLE] is selected, the output is stapled on the upper left corner by default. To staple copies, the finisher must be installed.

*1 This option may be unavailable depending on the model.

COPY screen (2/3)

Item name	Description
AUTOMATIC CHANGE OF PAPER SOURCE	This option allows you to specify whether to enable the function to automatically change the paper source also when the paper source has been manually specified for a copy job. Selecting [ON] makes the equipment feed the same size of paper from a different drawer when the specified drawer becomes empty during a copy job. > Note When ATTRIBUTE is set to other than [NONE] for a drawer, the paper placed in this drawer is out of the scope of the Automatic Change of Paper Source function. For instructions on how to check and/or change attribute for a drawer, see the following page: 📖 P.19 "DRAWER"
PAPER OF DIFFERENT DIRECTION*	Selecting [ON] makes the equipment feed the same size of paper with different orientation from a different drawer when the specified drawer becomes empty during a copy job.
SUSPEND PRINTING IF STAPLER EMPTY	This option allows you to select whether to stop printing when the stapler is empty during stapling in other than the saddle stitch mode. • **ON** — Press this button to stop printing. • **OFF** — Press this button to continue printing without stapling. > Note If the stapler is empty in the saddle stitch mode, printing stops.
DEFAULT MODE OF AUTO COLOR	A setting item for color models. It allows you to specify the initial mode for the Auto Color Copy mode.

* Paper feeding when the drawer becomes empty during a copy job is as follows:

This is an example when the drawer for feeding paper is automatically changed while data is being copied on A4-size paper.

Options		Paper Feeding	
AUTOMATIC CHANGE OF PAPER SOURCE	PAPER OF DIFFERENT DIRECTION	With Automatic Paper Selection (APS)	With drawer specified manually
ON	ON	A4 and A4-R paper are fed.	A4 and A4-R paper are fed.
ON	OFF	A4 paper is fed.	A4 paper is fed.
OFF	ON	–	–
OFF	OFF	–	–

COPY screen (3/3)

Item name	Description
AUTO EXIT TRAY CHANGE (CASCADE PRINT)	• **ON** — Press this button to continue printing by automatically changing the exit tray when the original exit tray becomes full. • **OFF** — Press this button to stop printing when the exit tray becomes full.
WASTE HOLE PUNCH TRAY FULL	• **ON** — Press this button to continue printing without punching holes when the punch waste tray of the Hole Punch Unit becomes full. • **OFF** — Press this button to stop printing when the punch waste tray of the Hole Punch Unit becomes full.
ORIGINAL OUTSIDE ERASE	• **ON** — Press this button to use the original outside erase function. • **OFF** — Press this button to disable the original outside erase function.

FAX

If the FAX Unit and the 2nd Line for FAX Unit are not installed, only [DISCARD] and [REDUCTION] for [RX PRINT] are available. For details of other fax menus, refer to the *Operator's Manual for FAX Unit "Chapter 6: SETTING ITEMS"*.

> Tips
>
> • When the FAX Unit is not installed, the options set in this menu are applied to Internet Fax reception jobs.
> • Depending on the model, [FAX] is available only when the Scanner Kit or Printer/Scanner Kit is installed.
> • For instructions on how to display the FAX screen, see the following page:
>   📖 P.49 "Accessing the Admin Menu"

■ Setting the discard and reduction print option for RX print

You can set print settings for printing received Internet Fax originals.
Two print settings are available: discard print and reduction print.

DISCARD: ON, OFF
• ON — When originals are up to 10 mm larger than the printing area, the area of the originals that exceeds the paper printing area is discarded.
• OFF — The received original is printed on two sheets of paper if its length exceeds the paper printing area.
  * For discard print setting details, contact your service technician.

REDUCTION: ON, OFF
• ON — If the received original is longer than the recording paper, it will be vertically reduced to 90% to fit on the recording paper.
• OFF — The received original is printed on two sheets of paper if its length exceeds the recording paper printing area.

1 On the FAX screen, press [RX PRINT].
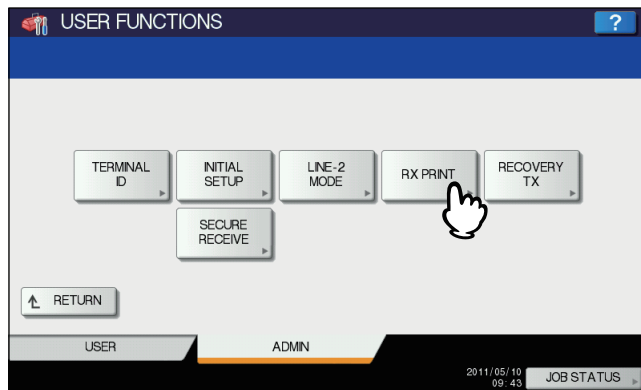
The RX PRINT screen is displayed.

2 Press [ON] or [OFF] for [DISCARD] and [REDUCTION] as required and press [OK].
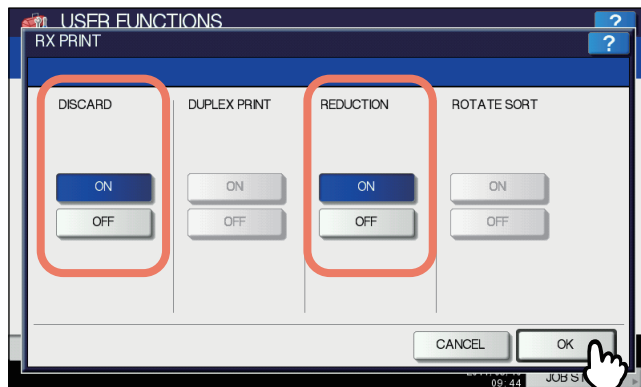
The registered options can be confirmed in FUNCTION LIST.
📖 P.167 "FUNCTION LIST (Administrator)"

FILE

You can automatically delete files stored by the Scan to File operation. Use this menu to set the maintenance function and periodically delete files stored in the local storage to secure available hard disk space.

Note

This menu is not displayed when the hard disk is not installed on the equipment.

Tip

For instructions on how to display the MAINTENANCE screen, see the following page:

1 On the MAINTENANCE screen, enable the storage maintenance function and complete the setting.

1) Press [ON].
2) Using the digital keys, enter the number of days that the system will preserve files before deleting them.
   You can enter 1 to 99 days. To correct the value, press the [CLEAR] button on the control panel to delete the input value and re-enter the number of days.
3) Press [OK] to save the settings.
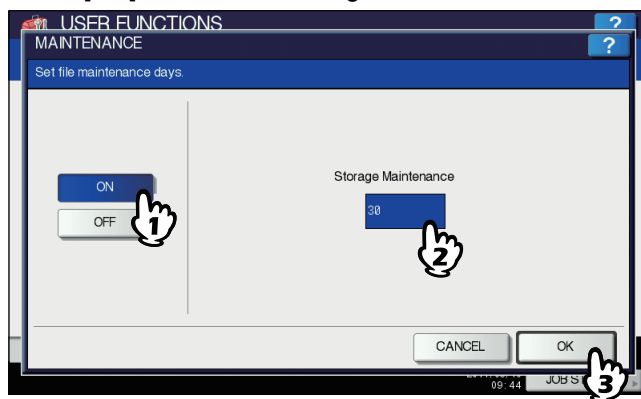
Tip

When you press [OFF], press [OK] to complete the setting.

E-MAIL

This menu allows you to set the options below.

> Tip
>
> Depending on the model, [E-MAIL] is available only when the Scanner Kit or Printer/Scanner Kit is installed.

- **E-mail Message Properties**
  Specifies the details of the E-mail messages sent by the Scan to E-mail operation.
  You can set the following options:
  - FROM ADDRESS
  - FROM NAME
  - SUBJECT
  - BODY
- **Scan to E-mail fragmentation**
  You can send a Scan to E-mail job split into the specified fragment size. This option can reduce transmission errors caused by network traffic problems.
- **E-mail Body String Transmission**
  You can specify whether or not to send the body string.

> Tip
>
> For instructions on how to display the E-MAIL screen, see the following page:
> 📖 P.49 "Accessing the Admin Menu"

Item name	Description
FROM ADDRESS	Press this button to enter the E-mail address of this equipment.
FROM NAME	Press this button to enter the name of this equipment.
SUBJECT	Press this button to set the default E-mail subject. Pressing this button displays the SUBJECT screen. For details of this screen, see "Operations in the SUBJECT screen" below.
🕐 / 🕐	🕐 — Press this button to add date and time to the E-mail subject. 🕐 — Press this button to not add date and time to the E-mail subject.
🔒 / 🔒	🔒 — Press to enable edit of the E-mail subject. 🔒 — Press to disable edit of the E-mail subject.
BODY	Press this button to enter the default message body.
FRAGMENT MESSAGE SIZE (KB)	Select the desired fragment size from the drop-down list. Press [NONE] to disable the fragmentation.
BODY STRING TRANSMISSION	• **ENABLE** — Press this button to send the message body. • **DISABLE** — Press this button to not send the message body.

Note

To enable Scan to E-mail, you must have an E-mail address entered in the [FROM ADDRESS] box.
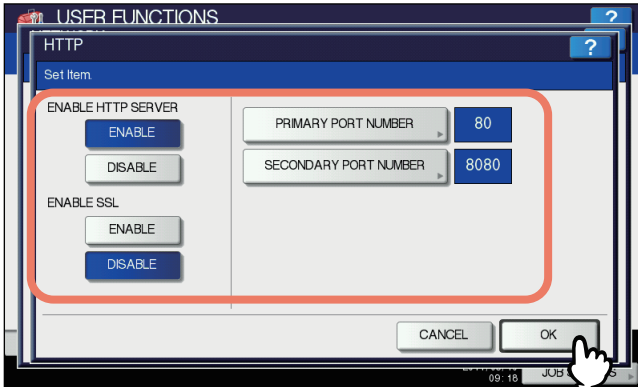
Tip

When you press [FROM ADDRESS], [FROM NAME] or [BODY], the on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
 P.158 "On-screen keyboard"

Operations in the SUBJECT screen
Select whether to use the default subject or your own, and press [OK].
When you press [OK], you will be returned to the E-MAIL screen.
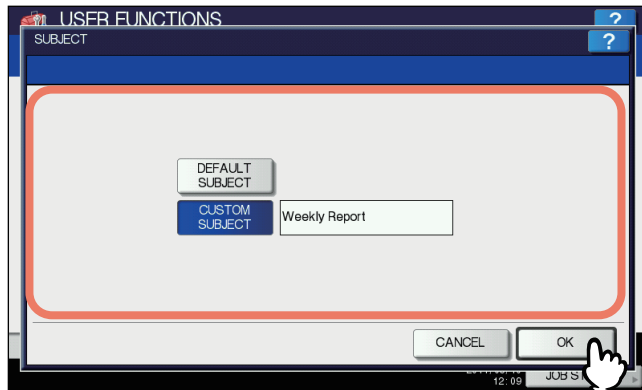
Item name	Description
DEFAULT SUBJECT	Press this button to use the factory default subject.
CUSTOM SUBJECT	Press this button to specify your own subject. When you press this button, the on-screen keyboard is displayed. Enter a subject using the on-screen keyboard and press [OK] to commit the entry. You can enter up to 128 characters. You can also use the digital keys on the control panel to enter numerals.

INTERNET FAX

This menu allows you to set the options below.

> **Tip**
>
> Depending on the model, [INTERNET FAX] is available only when the Scanner Kit or Printer/Scanner Kit is installed.

- **Internet Fax Message Properties**
  Specifies the details of messages sent by the Internet Fax transmission.
  You can set the following options:
  - FROM ADDRESS
  - FROM NAME
  - BODY
- **Internet Fax Fragmentation**
  You can send the Internet Fax job split into the fragment size specified. This option can reduce transmission errors caused by network traffic problems.
- **Internet Fax Body String Transmission**
  You can specify whether or not to send the body string.

> **Tip**
>
> For instructions on how to display the INTERNET FAX screen, see the following page:
> 📖 P.49 "Accessing the Admin Menu"

Item name	Description
FROM ADDRESS	Press this button to enter the E-mail address of this equipment.
FROM NAME	Press this button to enter the name of this equipment.
BODY	Press this button to enter the message body.
FRAGMENT PAGE SIZE (KB)	Select the desired fragment page size from the drop-down list. Press [NONE] to disable the fragmentation.
BODY STRING TRANSMISSION	• **ENABLE** — Press this button to send the message body. • **DISABLE** — Press this button to not send the message body.

> **Note**
>
> To enable Internet Fax, you must have an E-mail address entered in the [FROM ADDRESS] box.

> **Tip**
>
> When you press [FROM ADDRESS], [FROM NAME] or [BODY], the on-screen keyboard is displayed.
> For details of the on-screen keyboard, see the following page:
> 📖 P.158 "On-screen keyboard"

SECURITY

This menu allows you to perform the following operations:
*   📖 P.109 "Managing certificates"
*   📖 P.114 "Setting secure PDF"
*   📖 P.116 "Performing the integrity check"

Tip

For instructions on how to display the SECURITY screen, see the following page:
📖 P.49 "Accessing the Admin Menu"

■ Managing certificates

You can import device certificates and CA certificates, as well as export device certificates.
📖 P.109 "Importing a certificate"
📖 P.112 "Exporting the device certificate"

Tip

When importing certificates into the equipment, store the files that you want to import in the root directory of your USB storage device in advance.

Importing a certificate

1 **On the SECURITY screen, press [CERTIFICATE MANAGEMENT].**
The CERTIFICATE MANAGEMENT screen is displayed.

2 **Press [IMPORT].**
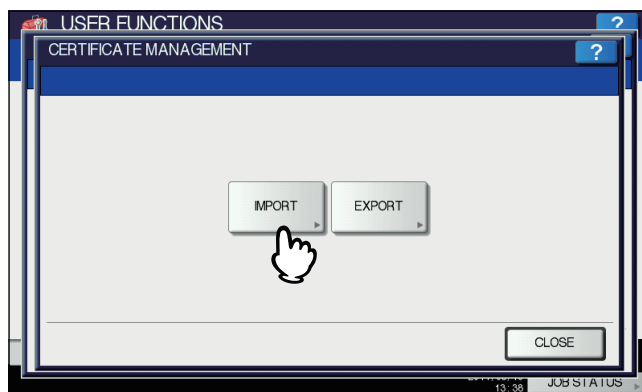
The IMPORT CERTIFICATE screen is displayed.

3 **Press [DEVICE CERTIFICATE] or [CA CERTIFICATE].**
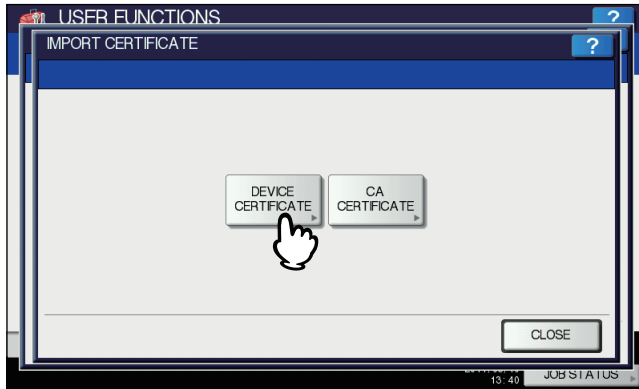
A message appears prompting you to insert the USB storage device.

If you selected [CA CERTIFICATE], the CA CERTIFICATE screen is displayed.
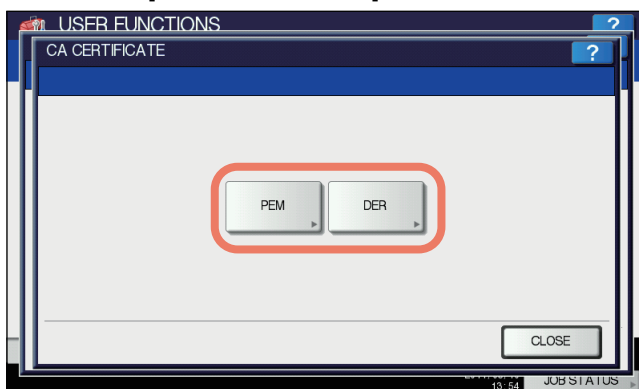
Select the desired encoding method from [PEM] and [DER].

4 **Connect the USB storage device in which the certificates are stored to the USB port on the equipment, and press [OK].**
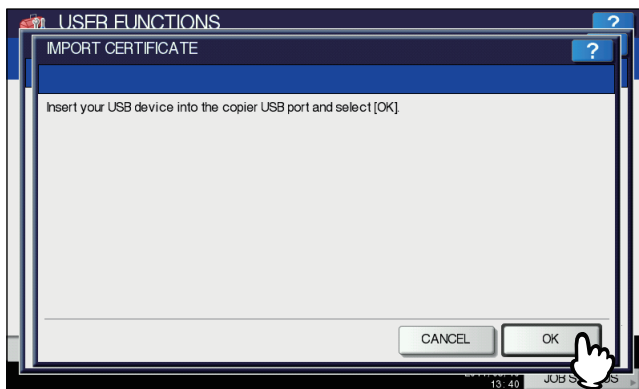
The screen for choosing a file is displayed.

> Tip

For the location of the USB port on the equipment, refer to the *Quick Start Guide "Chapter 1: PREPARATIONS"*.

5 **Select the certificate that you want to import, and press [OK].**
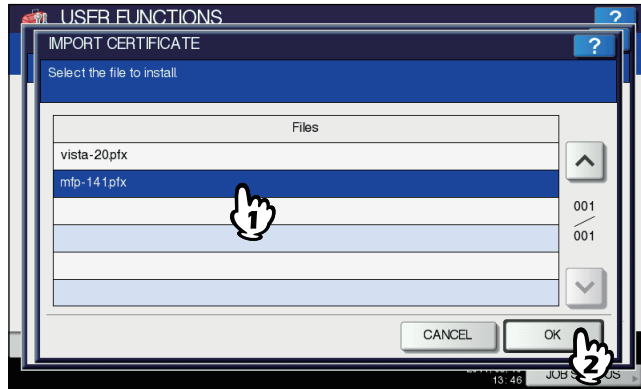
- When the file extension is ".pfx" or ".p12", the PASSWORD REQUIRED screen will be displayed. Proceed to the next step.
- When the file extension is any other than above, importing the certificate will begin. Proceed to step 9.

Note

Do not remove the USB storage device until the data transfer is complete. Removing the device while data are being transferred could destroy them or cause a malfunction of the equipment.

6 **Press [PASSWORD].**
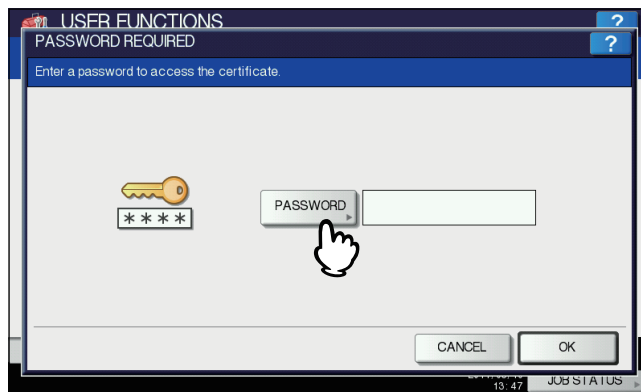
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

**7** **Enter the password and press [OK].**
- The input password appears as asterisks (*).
- You will be returned to the PASSWORD REQUIRED screen.

8 **Press [OK].**
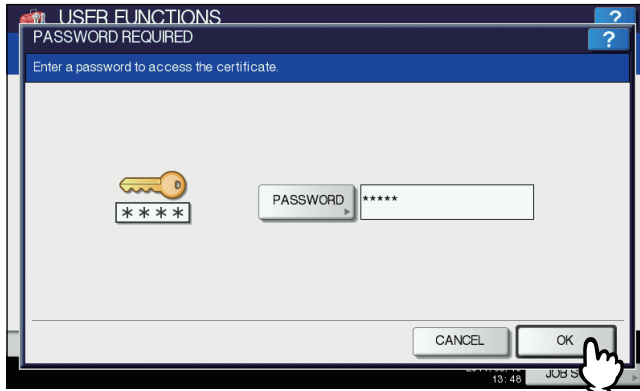
Importing the certificate begins.

> **Note**
>
> Do not remove the USB storage device until the data transfer is complete. Removing the device while data are being transferred could destroy them or cause a malfunction of the equipment.

9 **When importing the certificate is complete, press [OK].**
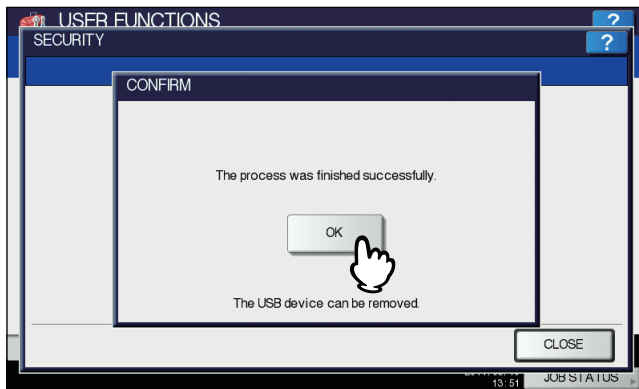
You will be returned to the SECURITY screen.

10 **Remove the USB storage device from the USB port on the equipment.**

Exporting the device certificate

> **Tip**
>
> The file format of the exported device certificate will be PEM (extension .crt).

1 **On the SECURITY screen, press [CERTIFICATE MANAGEMENT].**
The CERTIFICATE MANAGEMENT screen is displayed.

2 **Press [EXPORT].**

A message appears prompting you to insert the USB storage device.

3 **Connect your USB storage device to the USB port on the equipment, and press [OK].**
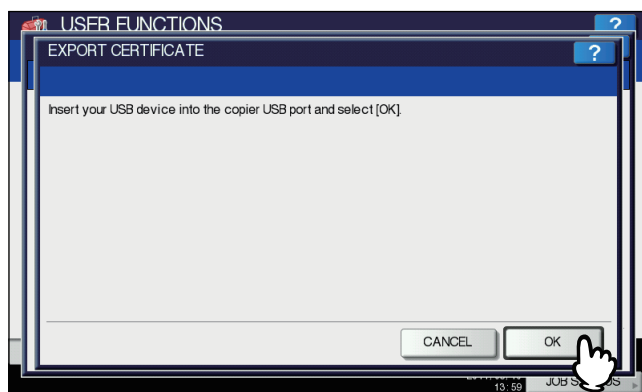
The EXPORT CERTIFICATE screen is displayed.

> Tip

For the location of the USB port on the equipment, refer to the *Quick Start Guide "Chapter 1: PREPARATIONS"*.

4 **Press [DEVICE CERTIFICATE].**
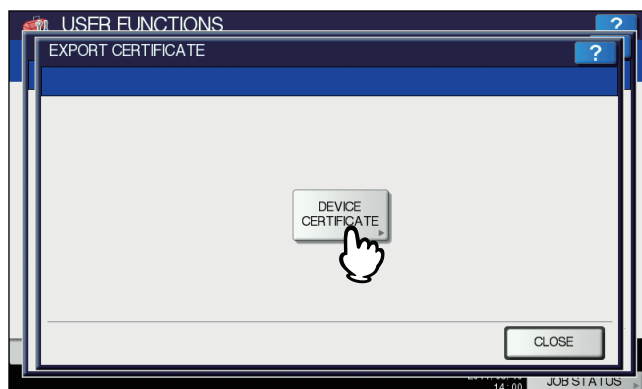
Exporting the certificate begins.

> Note

Do not remove the USB storage device until the data transfer is complete. Removing the device while data are being transferred could destroy them or cause a malfunction of the equipment.

5 **When exporting is complete, press [OK].**

You will be returned to the SECURITY screen.

6 **Remove the USB storage device from the USB port on the equipment.**

■ Setting secure PDF

You can set the default values for the encryption that will be applied when generating a secure PDF file from data scanned on this equipment. You can also enable or disable the forced encryption mode.

Tip

This security settings apply to "Scan to File or USB" and "Scan to E-mail" jobs.

1 **On the SECURITY screen, press [SECURE PDF].**
The SECURE PDF screen is displayed.

2 **Specify the default values to apply when generating a secure PDF as required, and press [OK].**

2

Item name	Description
USER PASSWORD	Press this button to enter the password required to open a secure PDF file. No user password is initially set.
USE AUTHENTICATION CODE AS PASSWORD	• **ENABLE** — Press this button to use the user authentication user name as user password. • **DISABLE** — Press this button to use the user password entered in [USER PASSWORD] above instead of the user authentication user name.
MASTER PASSWORD	Press this button to enter the password required to change the security setting of a secure PDF file. No master password is initially set.
ENCRYPTION LEVEL	Select the encryption level for the secure PDF files. • **128bit AES** — Press this button to set an encryption level compatible with Acrobat 7.0, PDF V1.6. • **128bit RC4** — Press this button to set an encryption level compatible with Acrobat 5.0, PDF V1.4. • **40bit RC4** — Press this button to set an encryption level compatible with Acrobat 3.0, PDF V1.1.
FORCED ENCRYPTION	• **ENABLE** — Press this button to only allow output of data scanned by this equipment as secure PDF files. • **DISABLE** — Press this button to allow other file formats (such as JPEG and TIFF).
AUTHORITY	Select the authority for a secure PDF file. • **PRINT** — Press this button to allow printing. • **CHANGE** — Press this button to allow changing the document. • **EXTRACT** — Press this button to allow copying and extracting content. • **ACCESSIBILITY** — Press this button to allow Content Extraction for Accessibility.

Tip

When you press [USER PASSWORD] or [MASTER PASSWORD], the on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
  P.158 "On-screen keyboard"

Notes

• Different passwords must be set for [USER PASSWORD] and [MASTER PASSWORD].
• Enter 1 to 32 alphanumeric characters for [USER PASSWORD] and [MASTER PASSWORD]. The input password appears as asterisks (*).

• When the lock icon next to the [USER PASSWORD] box is highlighted (🔒), the user cannot change the password.

• When the lock icon next to the [MASTER PASSWORD] box is highlighted (🔒), the user cannot change the encryption level or authority.
• In this equipment, only ASCII characters are supported as available for a password for the encrypted PDF files. Due to this, if any characters other than ASCII ones are used in the user name and when [USE AUTHENTICATION CODE AS PASSWORD] is selected, the encrypted PDF files cannot be opened since the password becomes incorrect.
• If either [EXTRACT] or [ACCESSIBILITY] is selected or deselected when [40bit RC4] is selected, both options are enabled or disabled accordingly.
• If you select [ENABLE] for the Forced Encryption mode, outputting file formats other than secure PDF (such as JPEG, TIFF, etc.) will be prohibited. Furthermore, the following Scan to File operations which cannot generate secure PDFs will be unavailable.

Copy & File	Fax & File
Internet Fax & File	Network Fax & File

■ Performing the integrity check

This menu allows you to perform the following integrity check operations.

- [MINIMUM]
  Selecting [MINIMUM] checks the execution code to run the security function and the data to which the security execution code refers.
- [FULL]
  Selecting [FULL] checks all execution codes and the data to which the security execution code refers.

1 **On the SECURITY screen, press [INTEGRITY CHECK].**
The INTEGRITY CHECK screen is displayed.

2 **Press [MINIMUM] or [FULL].**
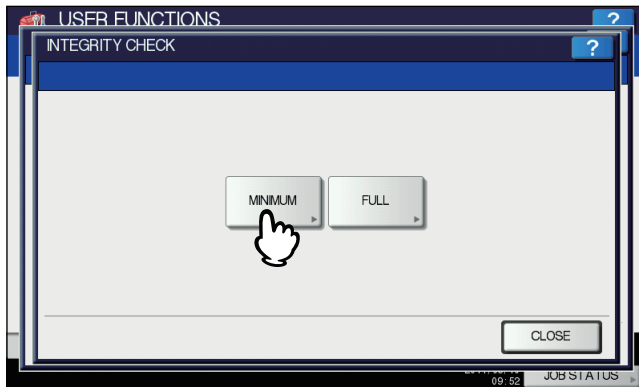
The message "Are you sure ?" is displayed on the CONFIRMATION screen.

3 **Press [OK].**
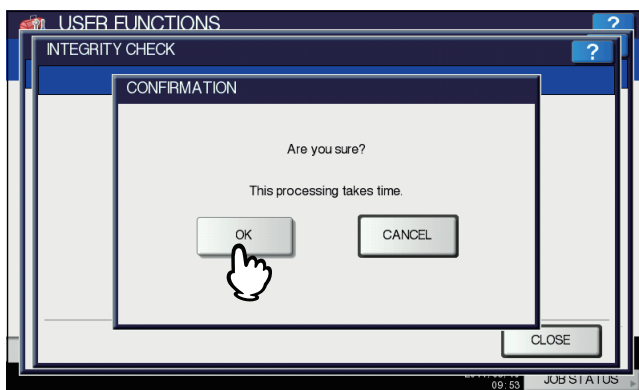
When the integrity check is complete, the message "The process was finished successfully." will be displayed on the CONFIRMATION screen.

Notes

- It may take some time to complete the integrity check.
- When you press [OK] in the above screen while a job is being processed, the message "Process cannot be performed while Job is processing or Admin function is in progress." will be displayed on the CAUTION screen. In this case, press [CLOSE], and wait until the job is complete, then perform the operation again.
- Periodically perform the integrity check. If an error, such as illegally modified data, is detected, the service call screen will be displayed. In this case, contact your service representative.

4 **Press [OK] to reboot the equipment.**
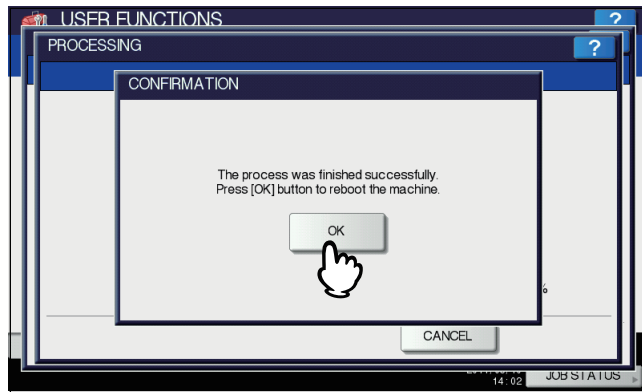
The equipment reboots.

LIST/REPORT

This menu allows you to perform the following operations:
- 📖 P.118 "Setting the report"
- 📖 P.122 "Printing lists"

> Tip

For instructions on how to display the LIST/REPORT menu, see the following page:
📖 P.49 "Accessing the Admin Menu"

■ Setting the report

This menu allows you to make required settings for printing the following reports:

- **Transmission / Reception Journal**
  📖 P.118 "Setting the transmission / reception journal output"
  There are two types of journals available on this equipment. Journals can be printed either automatically or manually. If you select [AUTO], you can specify the number of transmissions and receptions after which to print each journal.

  > Tip

  The old journals are deleted and only the specified number of journals beginning with the newest one are kept. The most recent 100 journals can be exported as a file from TopAccess administrator mode.

- **Communication Report**
  📖 P.119 "Setting the communication report"
  The communication report allows you to print a report after every transmission. You can also select the conditions for printing communication reports for each transmission type.

- **Reception List**
  📖 P.119 "Setting the communication report"
  The settings for the reception list allows you to specify whether to print a reception list when the mailbox on this equipment has received a document. This can be set for each the following mailbox transactions:
  - **RELAY STATION** — When a relay transmission has been received from an originator as a relay hub.
  - **LOCAL** — When the mailbox on this equipment has been reserved for a local document.
  - **REMOTE** — When the mailbox on this equipment has been reserved for a remote document from another facsimile.

Setting the transmission / reception journal output

1 **On the LIST/REPORT menu, press [REPORT SETTING].**
The REPORT SETTING screen is displayed.

2 **Press [JOURNAL].**
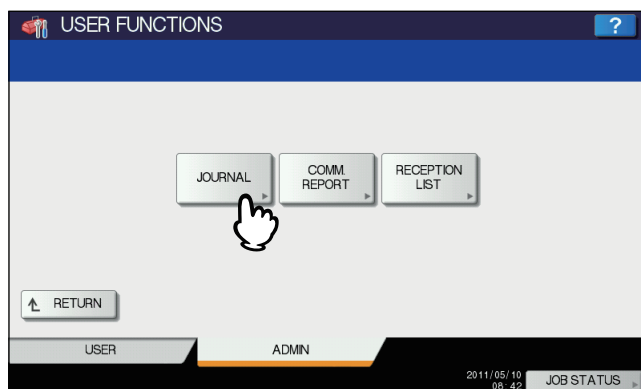
The JOURNAL screen is displayed.

3 **Specify the following items as required and press [OK].**
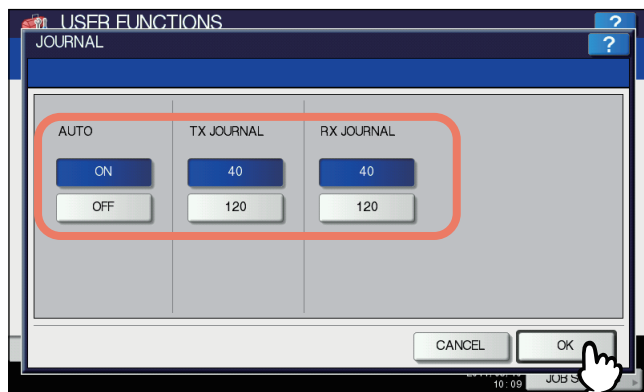
Item name	Description
AUTO	Press [ON] to enable printing the transmission and reception journals automatically. When you enable this option, the transmission and reception journals will be printed when the specified numbers of transactions are completed.
TX JOURNAL	Press the number button that specifies the number of transmissions you want to be printed in the transmission journal.
RX JOURNAL	Press the number button that specifies the number of receptions you want to be printed in the reception journal.

Setting the communication report

1 **On the LIST/REPORT menu, press [REPORT SETTING].**
The REPORT SETTING screen is displayed.

2 **Press [COMM. REPORT].**
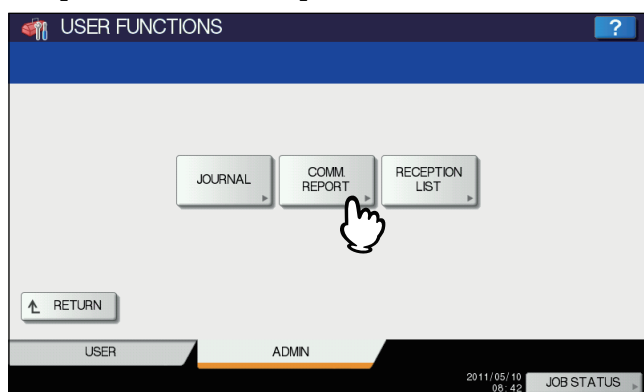
The COMM. REPORT screen is displayed.

3 **Specify the conditions for each transmission type and press [OK].**

Item name	Description
MEMORY TX DIRECT TX MULTI TX POLLING RELAY ORIGINATION RELAY STATION RELAY DESTINATION	• **OFF** — Press this button to disable printing of communication report. • **ALWAYS** — Press this button to always print the communication report. • **ON ERROR** — Press this button to print the communication report in the event of an error.

Note

Items other than [MEMORY TX] and [MULTI TX] are available only when the FAX Unit is installed.

When you press [ALWAYS] or [ON ERROR] for other than [DIRECT TX] and [POLLING], the "Print 1st page image?" message is displayed. Press [YES] when you want to print the communication report by adding the first page of the sent document. Press [NO] when not.
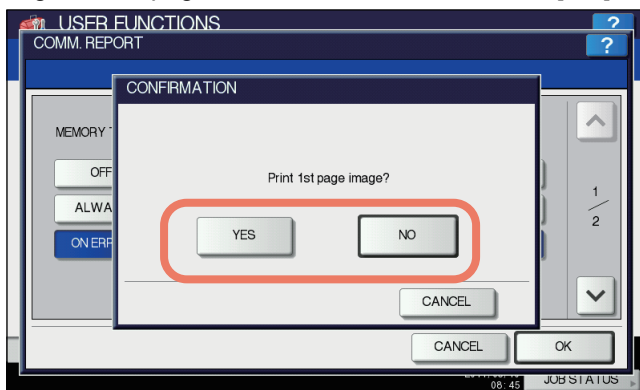
Setting the reception list

1 **On the LIST/REPORT menu, press [REPORT SETTING].**
The REPORT SETTING screen is displayed.

2 **Press [RECEPTION LIST].**
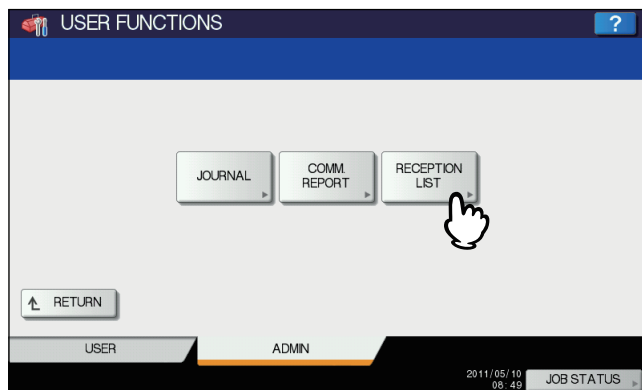
The RECEPTION LIST screen is displayed.

3 **Specify whether to print the reception list for each transaction type and press [OK].**
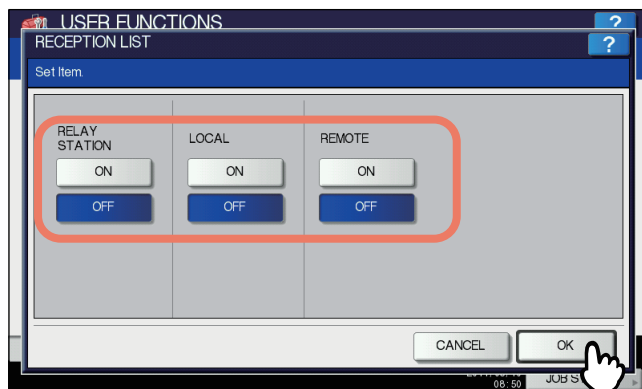
Item name	Description
RELAY STATION	Select [ON] to print the reception list when a relay transmission has been received from an originator.
LOCAL	Select [ON] to print the reception list when a local document has arrived to the mailbox on the equipment.
REMOTE	Select [ON] to print the reception list when a remote document from another facsimile has arrived to the mailbox on the equipment.

■ Printing lists

You can print NIC CONFIGURATION PAGE, FUNCTION LIST, PS3 FONT LIST, and PCL FONT LIST.

Note

The displayed buttons vary depending on the model.

*   For an output example of each list, see the following page:
     📖 P.160 "List Print Format"

1 On the LIST/REPORT menu, press [LIST].
The LIST screen is displayed.

2 Press the button of the list that you want to print.
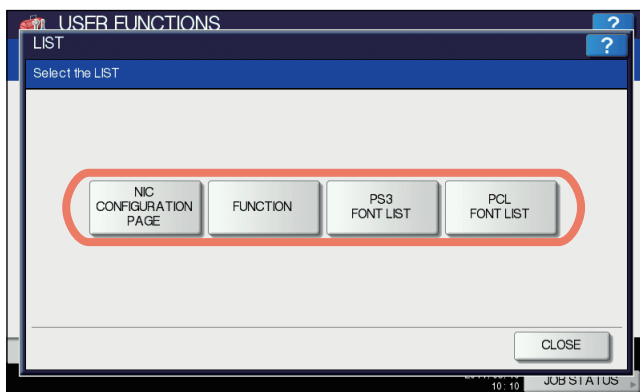
The selected list is printed.

PRINTER/e-FILING

You can make printer settings for print jobs or for printing documents stored using the e-Filing function.

Note

The e-Filing function is available only when the hard disk is installed on the equipment.

Tip

For instructions on how to display the PRINTER / E-FILING screen, see the following page:
☐ P.49 "Accessing the Admin Menu"

The screen is composed of multiple pages. Press ⌃ or ⌄ to navigate back and forth through the pages.

PRINTER / E-FILING screen (1/2)

Item name	Description
AUTOMATIC CHANGE OF PAPER SOURCE	Select whether to enable the function to automatically change the paper source also when the paper source is manually specified for a print job. Selecting [ON] makes the equipment feed the same size of paper from a different drawer when the specified drawer becomes empty during a print job.
PAPER OF DIFFERENT DIRECTION*	Selecting [ON] makes the equipment feed the same size of paper with different orientation from a different drawer when the specified drawer becomes empty during a print job.
SUSPEND PRINTING IF STAPLER EMPTY	Select whether to stop printing when the stapler is empty during stapling in other than the saddle stitch mode. • **ON** — Press this button to stop printing. • **OFF** — Press this button to continue printing without stapling. Note If the stapler is empty in the saddle stitch mode, printing stops.
ENFORCEMENT CONTINUE (ILLEGAL PAPER)	Select whether to change the output tray automatically and continue printing when paper whose size or type does not allow it to exit is included in the second or later page of a print job. • **ON** — Press this button to continue printing by automatically changing the output tray. • **OFF** — Press this button to stop printing.

* Paper feeding when the drawer becomes empty during printing is as follows:
This is an example when the drawer for feeding paper is automatically changed while data is being printed on A4-size paper.

Options		Paper Feeding	
AUTOMATIC CHANGE OF PAPER SOURCE	PAPER OF DIFFERENT DIRECTION	When [Auto] is selected for the paper source	With drawer specified manually
ON	ON	A4 and A4-R paper are fed.	A4 and A4-R paper are fed.
ON	OFF	A4 paper is fed.	A4 paper is fed.
OFF	ON	–	–
OFF	OFF	–	–

Note

In the following models, the Automatic Change of Paper Source is disabled when printing in 600x1200 dpi (PS3).
- e-STUDIO2550C Series

PRINTER / E-FILING screen (2/2)

Item name	Description
AUTO EXIT TRAY CHANGE (CASCADE PRINT)	• **ON** — Press this button to continue printing by automatically changing the exit tray when the original exit tray becomes full. • **OFF** — Press this button to stop printing when the exit tray becomes full.
WASTE HOLE PUNCH TRAY FULL	• **ON** — Press this button to continue printing without punching holes when the punch waste tray of the Hole Punch Unit becomes full. • **OFF** — Press this button to stop printing when the punch waste tray of the Hole Punch Unit becomes full.
AUTO RELEASE PRIVATE/HOLD PRINT	Select whether to automatically print Private Print jobs and Hold Print jobs on login to this equipment. • **ON** — Press this button to automatically print the user's Private Print jobs and Hold Print jobs on login to this equipment. • **OFF** — Press this button to require touch panel operation. For details of Private Print jobs and Hold Print jobs, refer to the following chapters of the *Printing Guide*. • Chapter 2: PRINTING FROM WINDOWS • Chapter 3: PRINTING FROM Macintosh • Chapter 4: PRINTING FROM UNIX/Linux • Chapter 5: MANAGING PRINT JOBS FROM THE CONTROL PANEL Tip This option is available when the user authentication is enabled.

WIRELESS SETTING

When the Wireless LAN Module is installed, [WIRELESS SETTING] allows you to make settings for the Wireless LAN Module. For details of wireless LAN settings, refer to the *Operator's Manual for Wireless LAN Module "Chapter 1: SETTING UP WIRELESS NETWORK"*.
This button is displayed only in some models.

Tip

For instructions on how to display the WIRELESS SETTING screen, see the following page:
P.49 "Accessing the Admin Menu"

CHANGE USER PASSWORD

When the MFP Local Authentication function is used, administrators can change the authentication password assigned for each user in case it is forgotten.

> **Note**
>
> [CHANGE USER PASSWORD] is available only when the MFP Local Authentication function is enabled. This function can be enabled from TopAccess administrator mode. For details, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

> **Tip**
>
> For instructions on how to display the CHANGE USER PASSWORD screen, see the following page:
> 📖 P.49 "Accessing the Admin Menu"

1 On the CHANGE USER PASSWORD screen, set a new password and complete the setting.

1) Press [USER NAME] to enter the user name for which the password is to be changed.
2) Press [NEW PASSWORD] to enter the new password.
3) Press [RETYPE NEW PASSWORD] to enter the new password again.
4) Press [OK].
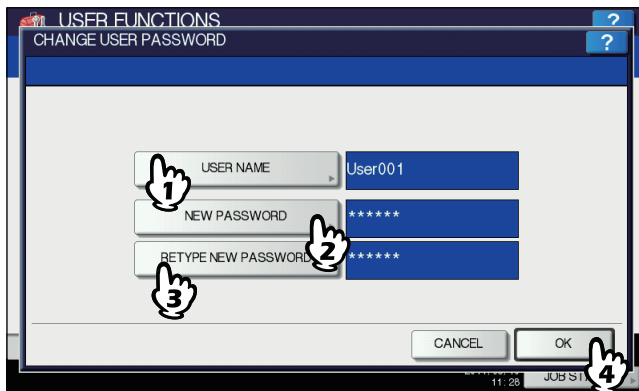
The password is now changed.

> **Tips**
>
> • When you press [USER NAME], [NEW PASSWORD] or [RETYPE NEW PASSWORD], the on-screen keyboard is displayed.
>   For details of the on-screen keyboard, see the following page:
>   📖 P.158 "On-screen keyboard"
> • The input password appears as asterisks (*) in the [NEW PASSWORD] and [RETYPE NEW PASSWORD] boxes.

802.1X SETTINGS

You can make settings for IEEE 802.1X authentication that will apply to wired networks.

This equipment supports the following authentication methods:
- EAP-MSCHAPv2
- EAP-MD5
- EAP-TLS
- PEAP[*1]
  The following protocols are available for inner authentication:
  - EAP-MSCHAPv2
- EAP-TTLS
  The following protocols are available for inner authentication:
  - PAP
  - CHAP
  - EAP-MSCHAPv2
  - EAP-MD5

*1 PEAP is not available for Windows Server 2008.

To enable IEEE 802.1X authentication, you must install certificates in this equipment as required, using TopAccess. The certificates that must be installed are as follows.

Authentication Method	Inner Authentication Method	CA Certificate	User Certificate
EAP-MSCHAPv2	-	-	-
EAP-MD5	-	-	-
EAP-TLS	-	Necessary[*1]	Necessary[*2]
PEAP	EAP-MSCHAPv2	Necessary[*1]	-
EAP-TTLS	PAP	Necessary[*1]	-
	CHAP	Necessary[*1]	-
	EAP-MD5	Necessary[*1]	-
	EAP-MSCHAPv2	Necessary[*1]	-

*1 The CA certificate must be installed in this equipment before the settings for IEEE 802.1X authentication are performed.
*2 The user certificate must be installed in this equipment before the settings for IEEE 802.1X authentication are performed.

Tips

- For instructions on how to install certificates, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.
- For instructions on how to display the WIRED 802.1X SETTINGS screen, see the following page:

■ Setting IEEE 802.1X authentication

1 **On the WIRED 802.1X SETTINGS screen, specify the following items as required and press [NEXT].**

Item name	Description
802.1X	• **ENABLE** — Press this button to use IEEE 802.1X authentication. • **DISABLE** — Press this button to disable IEEE 802.1X authentication. Tip When changing IEEE802.1X authentication from [ENABLE] to [DISABLE], press [Next], and on the "Confirm the following settings" screen that appears, press [APPLY NOW] to complete the setting.
CHECK SETTINGS	Press this button to confirm the options currently selected. Note [CHECK SETTINGS] is available when you selected [ENABLE] for 802.1X.
FACTORY DEFAULT	Press this button to reset the IEEE802.1X settings back to the factory defaults.

2 **Proceed with the operation that you require.**
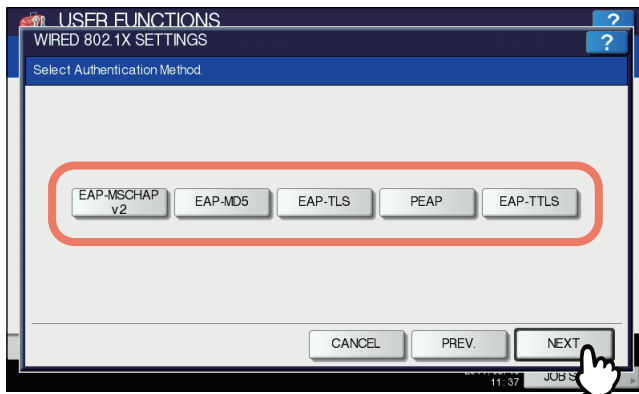
If you selected [EAP-MSCHAPv2], [EAP-MD5] or [EAP-TLS], proceed to step 5.

3 **Select the inner authentication method and press [Next].**

Selecting inner authentication method is necessary only when you selected [PEAP] or [EAP-TTLS] in step 3.
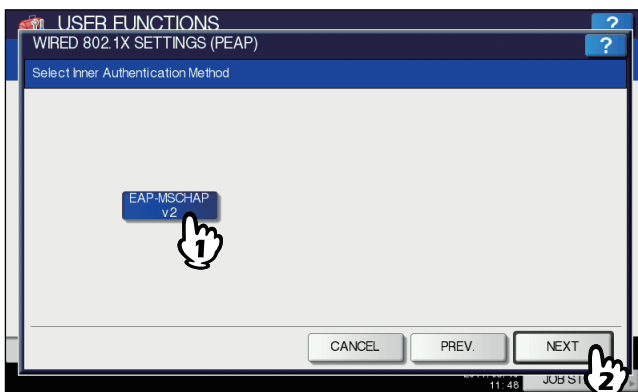
When you selected [PEAP]:	When you selected [EAP-TTLS]:
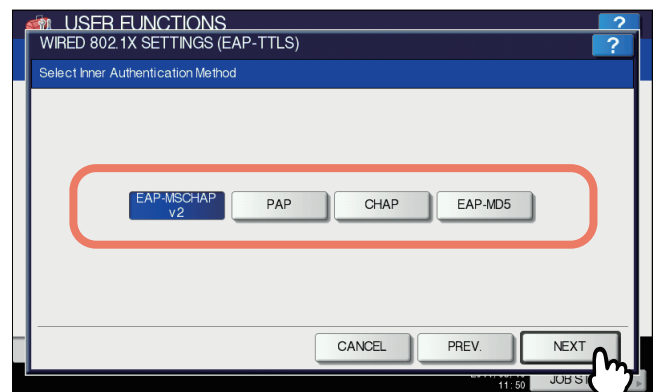
4 **Specify the following items as required and press [Next].**

When you selected other than [EAP-TLS]:	When you selected [EAP-TLS]:
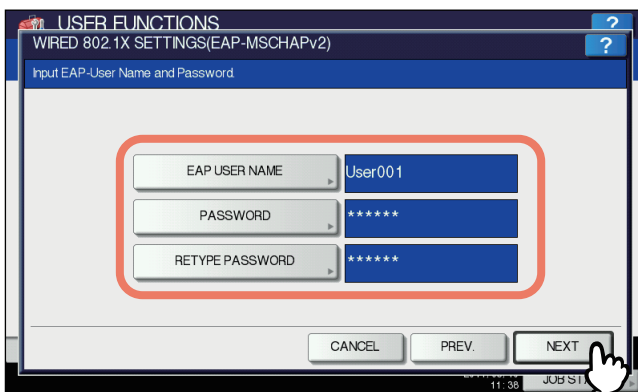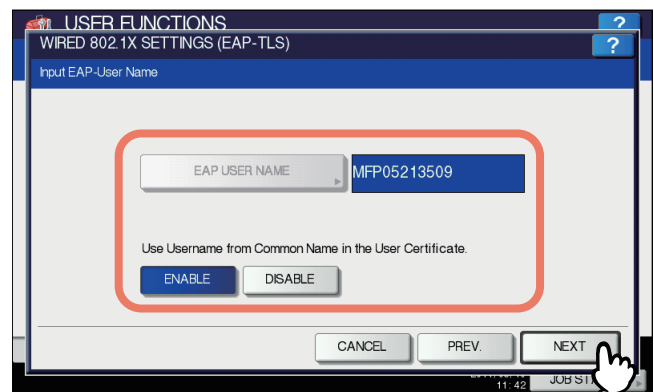
Item name	Description
EAP USER NAME	Press this button to enter the EAP user name.
PASSWORD	Press this button to enter the authentication password.
RETYPE PASSWORD	Press this button to enter the authentication password again.
Use Username from Common Name in the User Certificate	To set the common name in the user certificate installed in this equipment as EAP user name, press [ENABLE]. Note If you set this item to [ENABLE], you will not be able to enter [EAP USER NAME].

Tip

When you press [EAP USER NAME], [PASSWORD], or [RETYPE PASSWORD], the on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:

5 **Confirm the settings and press [APPLY NOW].**
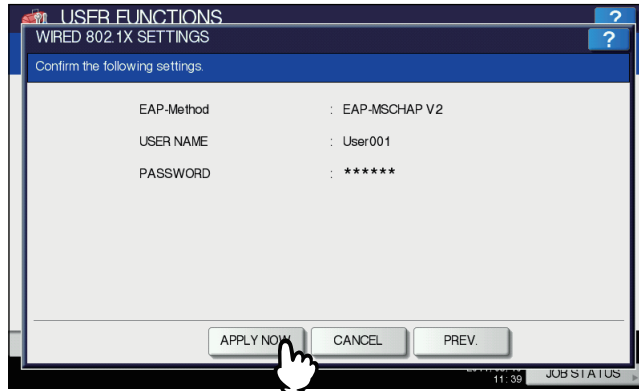
"NETWORK INITIALIZING" is displayed at the lower left of the screen and this equipment starts initializing the network interface card to apply the changes. This message disappears when the setting is complete.

■ Error messages

The following error messages may be displayed on the touch panel.

Message	Cause
[802.1X] Auth Server/Switch couldn't be contacted	• The RADIUS server service is stopped. • Configuration for the RADIUS server is not correct. • The IEEE 802.1X switch has problem.
[802.1X] Authentication failed	• The username or password that the user entered is not correct. • The certificates uploaded are wrong.
Certificate verification Failure	• A CA certificate is not installed in the equipment. • The installed CA certificate is not valid. • The server certificate is invalid.

FACTORY DEFAULT

You can reset the equipment settings back to the factory defaults, as well as clear the user data.
The data reset by this operation are as follows:

Settings Data		Remarks
Setup	General	All the settings are reset to the factory defaults.
	Network	
	Copy	
	Fax	
	Scan to File	
	E-mail	
	Internet Fax	
	Printer / e-Filing	
	Printer	
	Print Service	
	Security	

User Data		Remarks
User Management	User Account	When the user management data are cleared, the LDAP mapping information will be also cleared.
	Group Management	
	Role Management	
	Department Management	
	Quota Management	
Counter	User Counter	The data are cleared.
	Department Counter	
Template		
Address Book		
Mailbox / Inbound Fax (TSI)		
Print Data Converter		
ICC Profile		
XML Format File		The data are reset to the default XML.

Tip

For instructions on how to display the FACTORY DEFAULT screen, see the following page:
📖 P.49 "Accessing the Admin Menu"

1 **On the CONFIRMATION screen of the FACTORY DEFAULT screen, press [OK].**
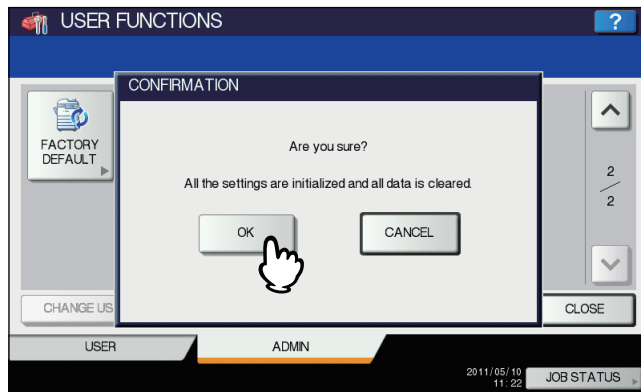
The initialization begins.

Notes

- If you want to back up the setting data and user data before initialization, use the cloning function to create clone files.
  For details of the cloning function, see the following page:
  📖 P.72 "Creating or installing clone files"
- When the initialization fails, the message "The process failed." will be displayed. In this case, press [CLOSE], and perform the operation again.

2 **Press [OK] to reboot the equipment.**

The equipment reboots.

3
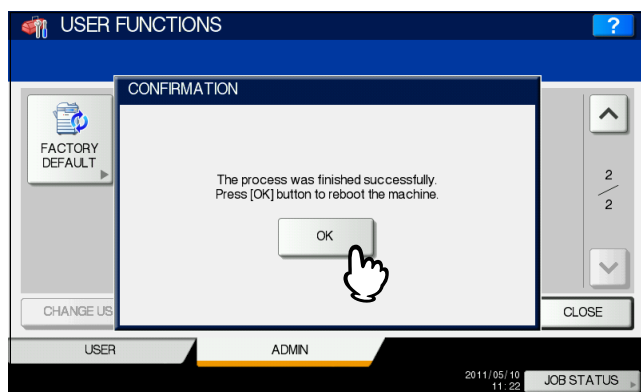
MANAGING COUNTERS (COUNTER MENU)

TOTAL COUNTER

This menu allows you to display and confirm the following total counters:

- **Print counter**
  Indicates the total number of sheets output by this equipment. The print counter contains the following counters:
  - **Copy counter** — Indicates the number of sheets printed by copy jobs.
  - **Fax counter** — Indicates the number of sheets printed by fax receptions.
  - **Printer counter** — Indicates the number of sheets printed by print jobs and E-mail receptions (Internet Fax receptions).
  - **List counter** — Indicates the number of sheets printed by system page print jobs.

- **Scan counter**
  Displays the total number of originals scanned by this equipment. The scan counter contains the following counters:
  - **Copy counter** — Indicates the number of originals scanned by copy jobs.
  - **Fax counter** — Indicates the number of originals scanned by fax and Internet Fax transmissions.
  - **Network counter** — Indicates the number of originals scanned by scan jobs.

> Note
>
> The total counters cannot be cleared.

1 **Press the [COUNTER] button on the control panel to access the COUNTER menu.**

2 **Press [TOTAL COUNTER].**
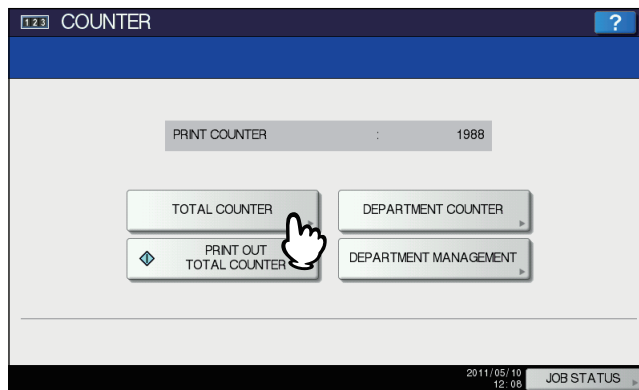
The TOTAL COUNTER screen is displayed.

3 **Continue with the operation that you require.**
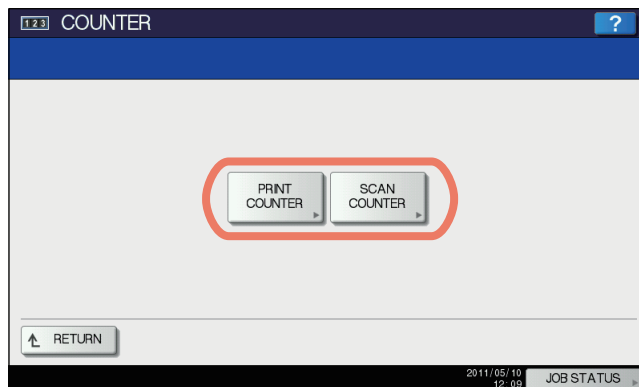
 📖 P.135 "Displaying print counter"
 📖 P.135 "Displaying scan counter"

Displaying print counter

1 **Press [PRINT COUNTER].**
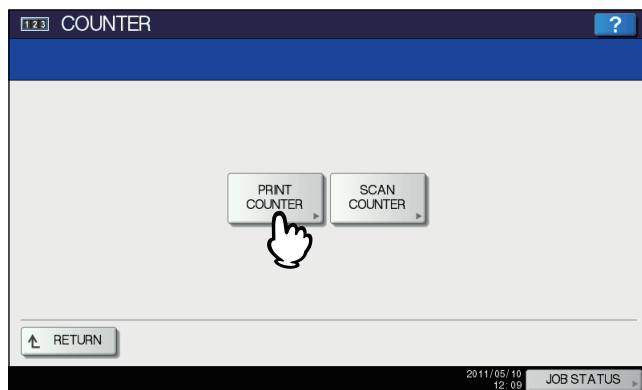
The PRINT COUNTER screen is displayed.

2 **Select the button of the counter you want to check. (Only for color print models)**
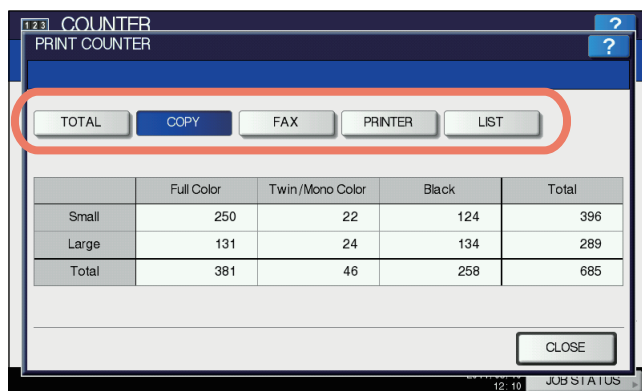
Note

The displayed items differ between the color print models and the other ones.

Displaying scan counter

1 **Press [SCAN COUNTER].**
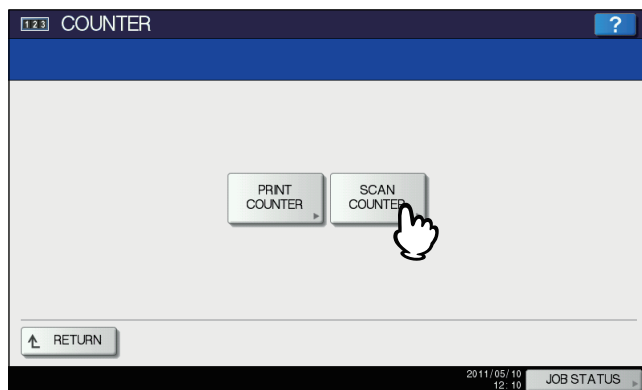
The SCAN COUNTER screen is displayed.

2 **Select the button of the counter you want to check.**
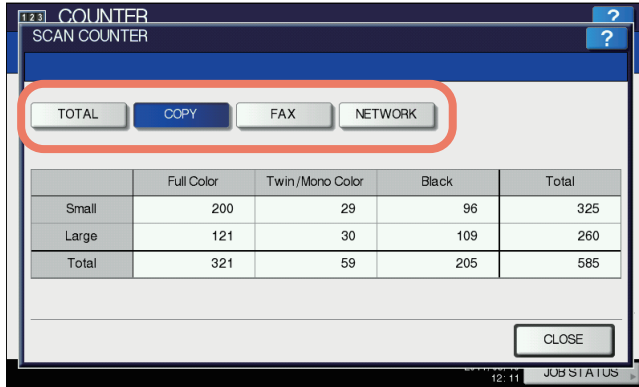
PRINT OUT TOTAL COUNTER

This menu allows you to print TOTAL COUNTER LIST.

1 Press the [COUNTER] button on the control panel to access the COUNTER menu.

2 Press [PRINT OUT TOTAL COUNTER].
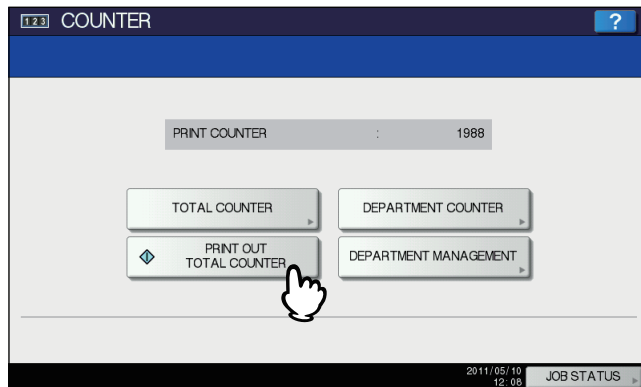
- When the Department Management function is disabled, TOTAL COUNTER LIST is printed.
- When the Department Management function is enabled, the screen to input the department code is displayed. Enter the department code using the digital keys and press [OK] to print TOTAL COUNTER LIST.

    Tip

    For an output example of TOTAL COUNTER LIST, see the following page:
    P.160 "TOTAL COUNTER LIST"

DEPARTMENT COUNTER

This menu allows you to display and check the counters below for each department.

> **Note**
>
> The department counter is available only when this equipment has been managed using the Department Management function.
> 📖 P.144 "Enabling department codes"

- **Print counter for department code**
  This counter allows you to display the value of the print counter for each department code. The print counter contains the following counters:
  - **Copy counter** — Indicates the number of sheets printed by copy jobs.
  - **Fax counter** — Indicates the number of sheets printed by polling jobs.
  - **Printer counter** — Indicates the number of sheets printed by print jobs and E-mail receptions (Internet Fax receptions).
  - **List counter** — Indicates the number of sheets printed by system page print jobs.

> **Tip**
>
> The Department Management function set on copy/fax/printer/scan/list counter for department code can be disabled individually. For details, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.

- **Scan counter for department code**
  This counter allows you to display the value of the scan counter for each department code. The scan counter contains the following counters:
  - **Copy counter** — Indicates the number of originals scanned by copy jobs.
  - **Fax counter** — Indicates the number of originals scanned by fax and Internet Fax transmissions.
  - **Network counter** — Indicates the number of originals scanned by scan jobs.

- **Fax communications counter for department code**
  This counter allows you to display the value of the Fax and Internet Fax transmission and reception counter for each department code. The fax communication counter contains the following counters:
  - **Transmit** — Indicates the number of pages sent by Fax transmissions.
  - **Reception** — Indicates the number of pages received by polling jobs.

1 Press the [COUNTER] button on the control panel to access the COUNTER menu.

2 Press [DEPARTMENT COUNTER].
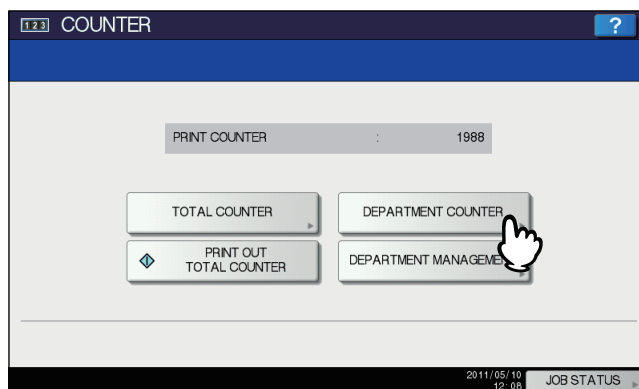
The DEPARTMENT CODE screen is displayed.

3 Press [DEPARTMENT CODE].
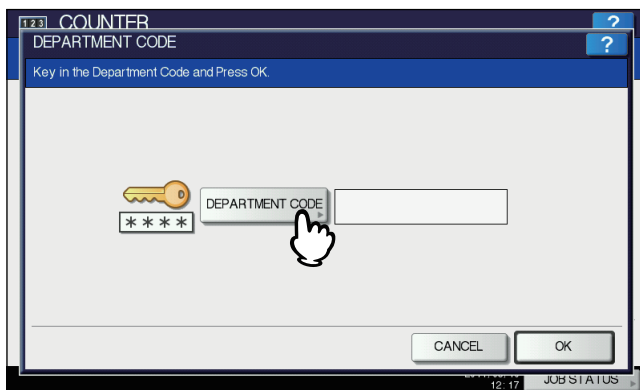
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

4 Enter the department code and press [OK].
You will be returned to the DEPARTMENT CODE screen.

5 Press [OK].
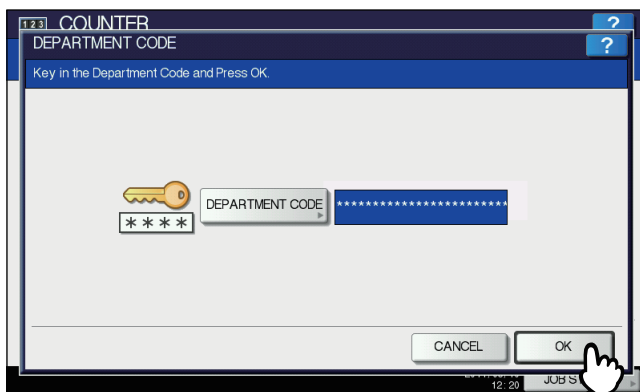
The COUNTER screen is displayed.

6 Continue with the operation that you require.
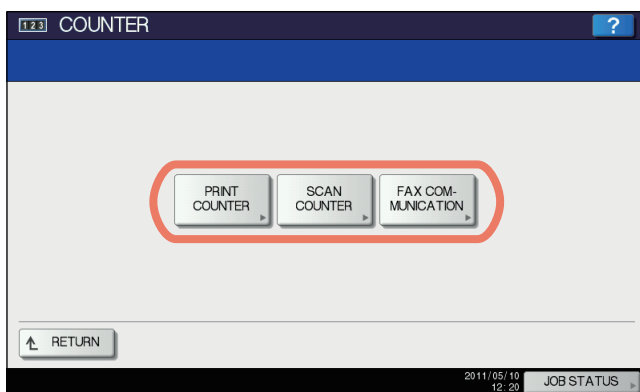
📖 P.140 "Displaying print counter for department code"
📖 P.140 "Displaying scan counter for department code"
📖 P.141 "Displaying fax communications counter for department code"

Displaying print counter for department code

1 **Press [PRINT COUNTER].**
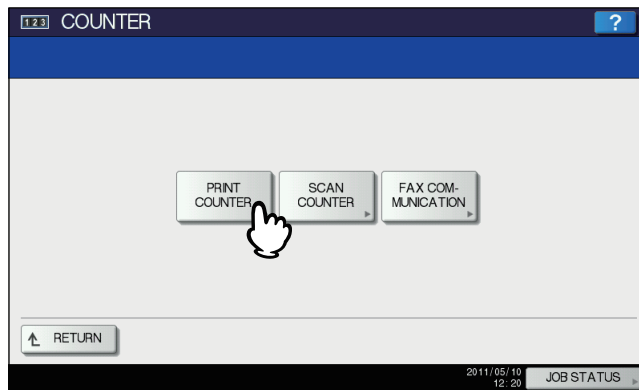
The PRINT COUNTER screen for the specified department code is displayed.

2 **Select the button of the counter you want to check. (Only for color print models)**

<table>
<tr><td></td><td>Full Color</td><td>Twin/Mono Color</td><td>Black</td><td>Total</td></tr>
<tr><td>Small</td><td>0</td><td>0</td><td>0</td><td>0</td></tr>
<tr><td>Large</td><td>0</td><td>0</td><td>0</td><td>0</td></tr>
<tr><td>Total</td><td>0</td><td>0</td><td>0</td><td>0</td></tr>
</table>
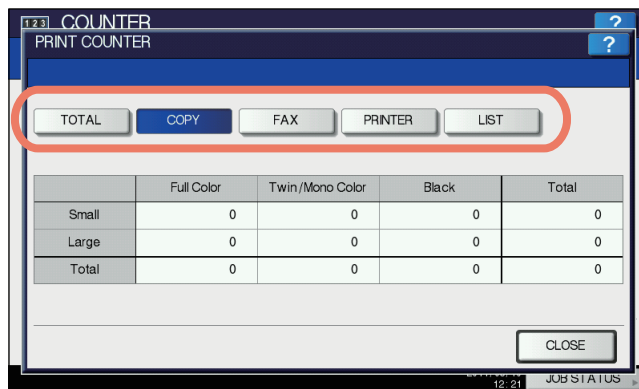
Note

The displayed items differ between the color print models and the other ones.

Displaying scan counter for department code

1 **Press [SCAN COUNTER].**
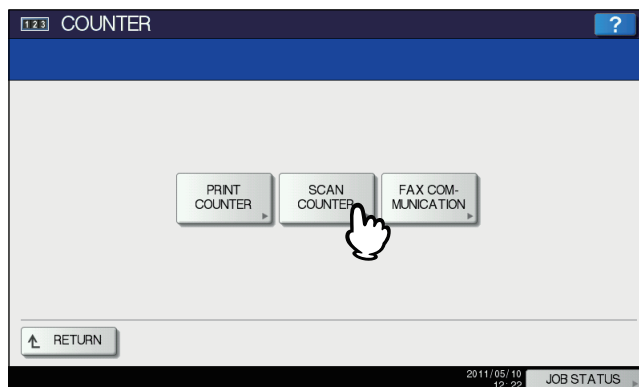
The SCAN COUNTER screen for the specified department code is displayed.

2 **Select the button of the counter you want to check.**
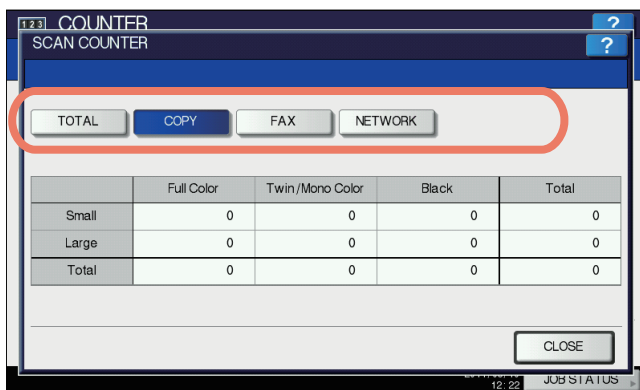
Displaying fax communications counter for department code

1 **Press [FAX COMMUNICATION].**
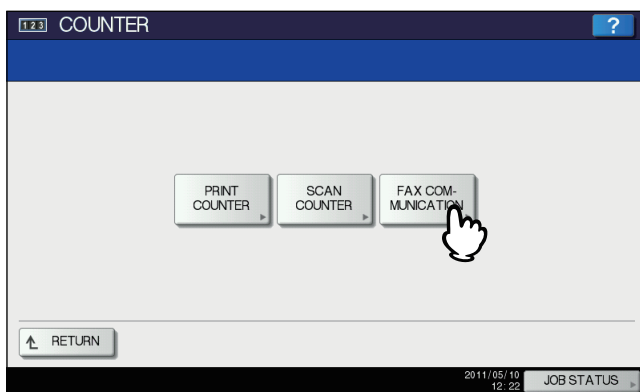
The FAX COMMUNICATION screen for the specified department code is displayed.
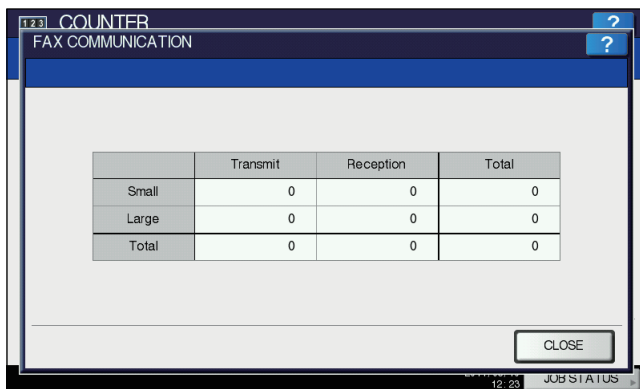
DEPARTMENT MANAGEMENT

■ Logging on as administrator

You can define department codes to control the quantity of copy, print, scan, and facsimile pages printed by each department code. You can register up to 1000 department codes (up to 50 department codes when the hard disk is not installed on the equipment).
To manage the department codes, you must know the administrator password for this equipment. For this reason, it is recommended that this task be performed only by an authorized administrator.

> **Note**
>
> If the User Management function is enabled and you log in using a user name with Account Manager privileges, you are not required to enter the administrator password to display the DEPARTMENT MANAGEMENT menu.

1 **Press the [COUNTER] button on the control panel to access the COUNTER menu.**

2 **Press [DEPARTMENT MANAGEMENT].**
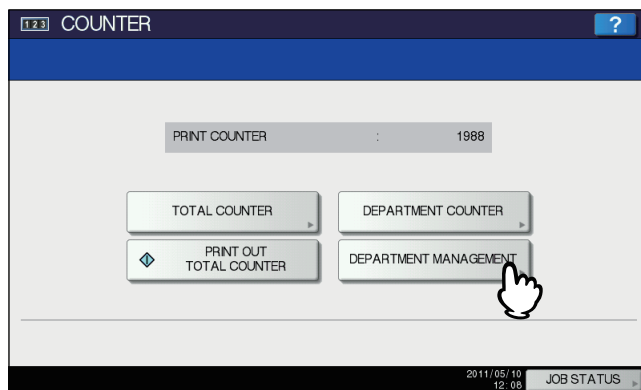
The ADMINISTRATOR PASSWORD screen is displayed.

3 **Press [PASSWORD].**

The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

4 **Enter the administrator password and press [OK].**
The DEPT. MANAGEMENT menu screen is displayed.

> **Tips**
>
> - If the administrator password has not been changed before, enter the default administrator password "123456".
> - The input password appears as asterisks (*).

5 **Continue with the operation that you require.**
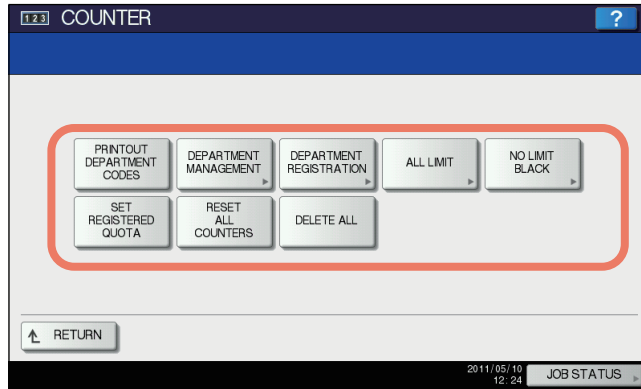
  P.144 "Printing the department code list"
  P.144 "Enabling department codes"
  P.145 "Registering a new department code"
  P.147 "Editing department codes"
  P.149 "Deleting department codes"
  P.150 "Resetting the counters for each department"
  P.151 "Setting output limitations for all departments"
  P.152 "Setting the No Limit Black function"
  P.153 "Setting the registered quota"
  P.154 "Resetting all department counters"
  P.155 "Deleting all department codes"

Notes

- Menus other than [DEPARTMENT MANAGEMENT] and [DEPARTMENT REGISTRATION] will be available after you register a department code and enable the Department Management function.
- [NO LIMIT BLACK] is available only for color models.

■ Printing the department code list

You can print out the department code list and counters for each department code.
On the DEPT. MANAGEMENT menu screen, press [PRINT OUT DEPARTMENT CODES].

> Tips

- For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
  ☐ P.142 "Logging on as administrator"
- For an output example of DEPARTMENT CODE LIST, see the following page:
  ☐ P.161 "DEPARTMENT CODE LIST"

■ Enabling department codes

Initially, the Department Management function is disabled. If you want to manage the counters separately by department codes, you must enable this function. When the Department Management function is enabled, the department code input screen will be displayed at the time of accessing the copy, scan, fax, and e-Filing operation screens to manage the operations for each department code. In addition, print jobs ordered from computers are also managed for each department code.
For details of the counters that can be individually managed by department codes, see the following page:
☐ P.138 "DEPARTMENT COUNTER"

> Notes

- [DEPARTMENT MANAGEMENT] will be available after one or more department codes are registered. Before enabling the Department Management function, register the required department codes.
  ☐ P.145 "Registering a new department code"
- When the print jobs from computers are also managed by department, using TopAccess, you can specify whether to require the input of department code at printing or allow printing even if the department code has not been entered. For instructions on how to set the Department Code Enforcement, refer to the *TopAccess Guide "Chapter 8: [Administration] Tab Page"*.
- The Department Management function does not support Web Services Scan. Web Services Scan jobs performed when this function is enabled are always counted as "Undefined" Department Name.

1 On the DEPT. MANAGEMENT menu screen, press [DEPARTMENT MANAGEMENT].
The DEPARTMENT MANAGEMENT screen is displayed.

> Tip

For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
☐ P.142 "Logging on as administrator"

2 Press [ENABLE] to use the Department Management function. Press [DISABLE] when not using.
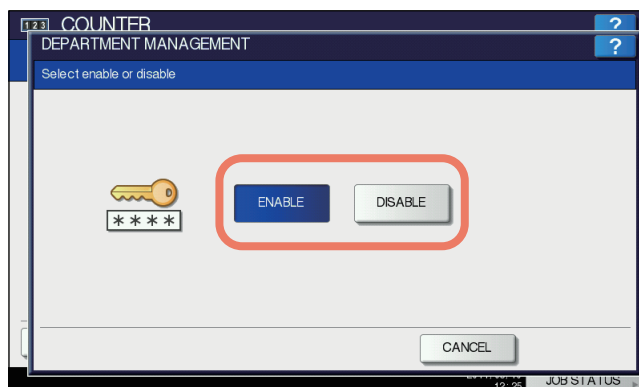
■ Registering a new department code

You can register new department codes.

> **Note**
>
> The Department Management function must be enabled after one or more department codes are registered.
> 📖 P.144 "Enabling department codes"

1 On the DEPT. MANAGEMENT menu screen, press [DEPARTMENT REGISTRATION].
The DEPARTMENT CODE screen is displayed.

> **Tip**
>
> For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
> 📖 P.142 "Logging on as administrator"

2 Press an undefined button to create a new department, and then [ENTRY].
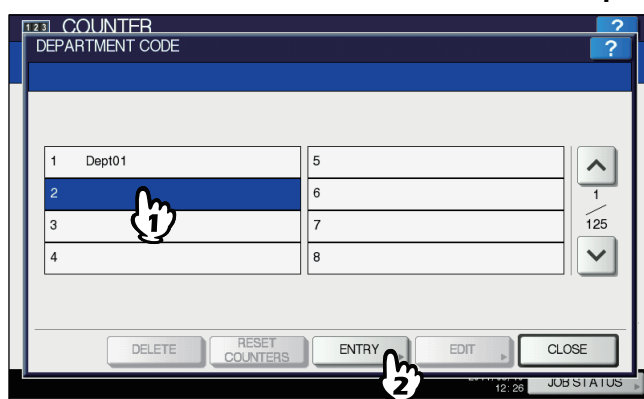
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

> **Tip**
>
> If the touch panel does not display an undefined department code, press ⌄ to display the next page.

3 Enter a department name and press [OK].
The REGISTER DEPARTMENT CODE screen is displayed.

4 Press [NEW CODE].
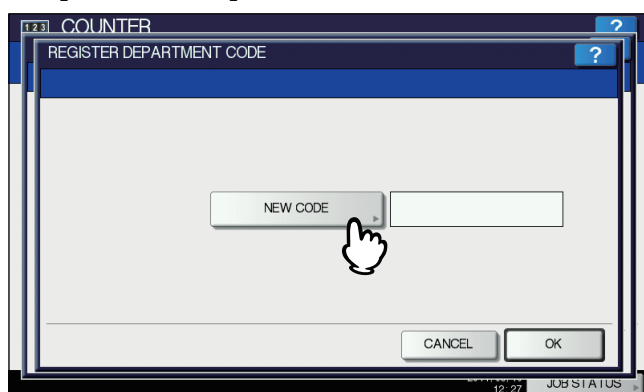
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

5 **Enter the department code and press [OK].**

You will be returned to the REGISTER DEPARTMENT CODE screen.

Tip

You can enter a department code of up to 63 characters. Characters you can enter are as follows:
- Alphanumerics, "-", "_", and "."

6 **Press [OK].**
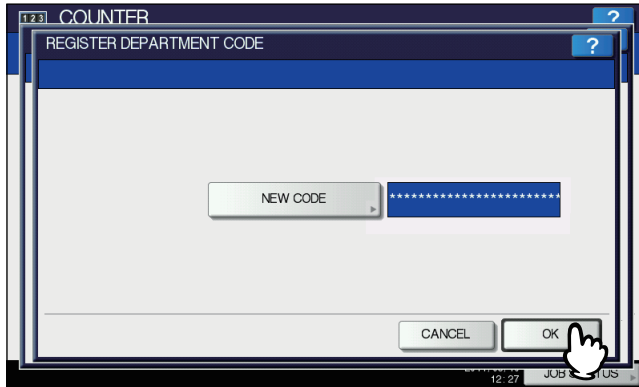
The QUOTA screen is displayed.

7 **Set the quota of this department code as required, and press [OK].**

You will be returned to the DEPARTMENT CODE screen.

Item name	Description
Quota Management	Quota management is enabled or disabled by pressing [ON] or [OFF]. To enable it, press [ON] and set the quota and the default quota value. (In color print models, set the color and the black quota respectively.) • **QUOTA** — Displays the remaining number of available copies/prints for this department code. The number entered in the [DEFAULT QUOTA] box is subtracted every time a copy/print is performed. Copy/print is restricted when it reaches "0". When a new department code is registered, the number entered in the [DEFAULT QUOTA] box is displayed in this box. You can manually change the number displayed in this box to a desired value. • **DEFAULT QUOTA** — Enter the initial quota for this department code. You can enter up to "99,999,999".

Note

When the remaining number of available copies/prints becomes "0" during printing, a few copies that exceed the quota may be printed and counted because the equipment cannot stop the job immediately.

■ Editing department codes

You can edit an existing department code.

1 On the DEPT. MANAGEMENT menu screen, press [DEPARTMENT REGISTRATION].
The DEPARTMENT CODE screen is displayed.

> Tip
>
> For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
> 📖 P.142 "Logging on as administrator"

2 Press the department button that you want to edit, and then [EDIT].
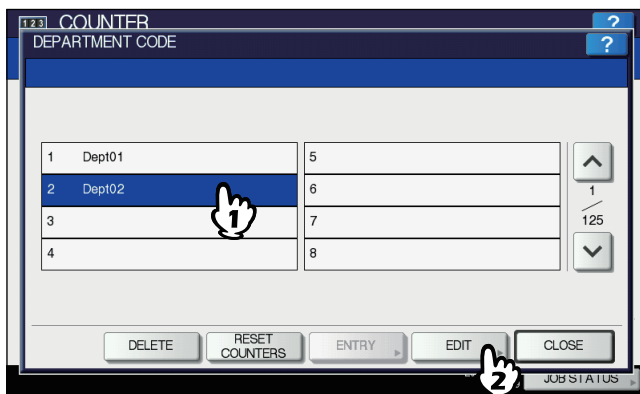
The message "This department code is already registered. Do you wish to replace this code?" is displayed on the CONFIRMATION screen.

> Tip
>
> If the touch panel does not display the desired department code, press ☑ to display the next page.

3 Press [YES].
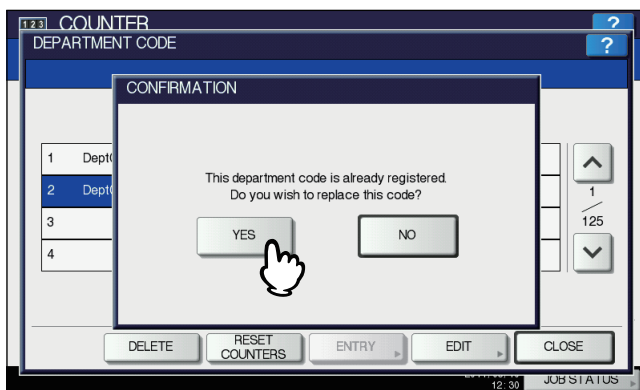
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

4 If changing the department name, enter a new department name and press [OK]. If not, just press [OK].
The department code currently set is displayed on the EDIT DEPARTMENT CODE screen.

5 **Press [NEW CODE].**
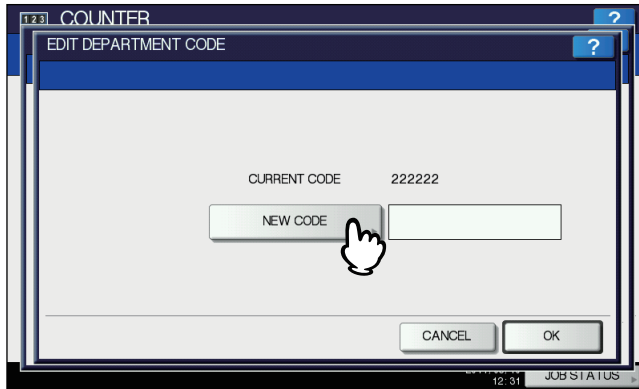
The on-screen keyboard is displayed.
For details of the on-screen keyboard, see the following page:
📖 P.158 "On-screen keyboard"

6 **Enter the new department code and press [OK].**
You will be returned to the EDIT DEPARTMENT CODE screen.

> Tips
>
> • You can enter a department code of up to 63 characters. Characters you can enter are as follows:
>   - Alphanumerics, "-", "_", and "."
> • If you want to clear the code to retype it, press [Clear] on the on-screen keyboard or the [CLEAR] button on the control panel.

7 **Press [OK].**
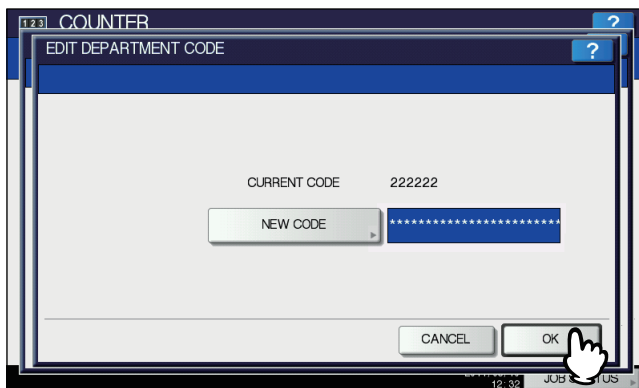
The QUOTA screen is displayed.

8 **Set the quota of this department code as required, and press [OK].**
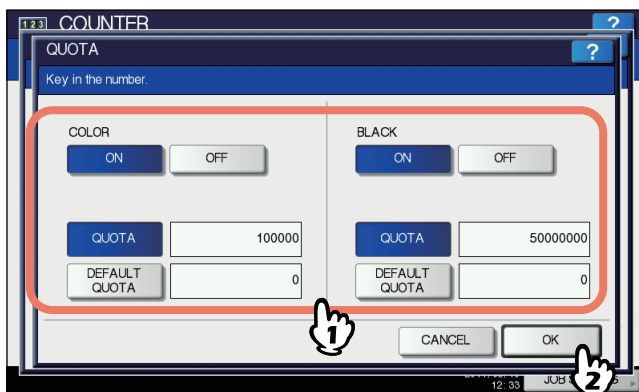
For the description of each item, see step 7 in the following operation:
📖 P.145 "Registering a new department code"

■ Deleting department codes

You can delete an existing department code.

1 **On the DEPT. MANAGEMENT menu screen, press [DEPARTMENT REGISTRATION].**
The DEPARTMENT CODE screen is displayed.

> Tip
>
> For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
> 📖 P.142 "Logging on as administrator"

2 **Press the department button that you want to delete, and then [DELETE].**
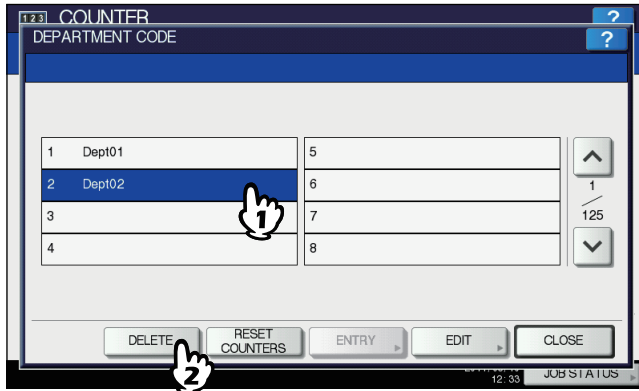
The message "Delete OK?" is displayed on the CONFIRMATION screen.

> Tip
>
> If the touch panel does not display the desired department code, press ⌄ to display the next page.

3 **Press [YES].**

The department code is now deleted.

> Tip
>
> Press [NO] to cancel the deletion.

■ Resetting the counters for each department

You can reset the counters for the specified department code.

1 **On the DEPT. MANAGEMENT menu screen, press [DEPARTMENT REGISTRATION].**
The DEPARTMENT CODE screen is displayed.

> Tip
>
> For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
> 📖 P.142 "Logging on as administrator"

2 **Press the department button whose counters you want to reset, and then [RESET COUNTERS].**
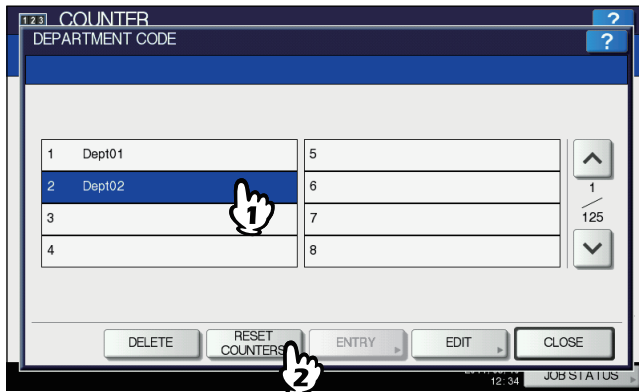
The message "CLEAR OK?" is displayed on the CONFIRMATION screen.

> Tip
>
> If the touch panel does not display the desired department code, press ☑ to display the next page.

3 **Press [YES].**

The counter is now cleared.

> Tip
>
> Press [NO] to cancel the clear operation.

■ Setting output limitations for all departments

You can set output limitations for all departments in a single operation. When you select [ON], output will be disabled for all departments. When you select [OFF], unlimited outputs will be allowed for all departments.

> **Tip**
>
> When you select [ON] in this operation, the quota settings for all department codes are set to "0". If you want to change the quota settings for each department code, perform the settings individually for each code.
> 📖 P.147 "Editing department codes"

1 On the DEPT. MANAGEMENT menu screen, press [ALL LIMIT].
The ALL LIMIT screen is displayed.

> **Tip**
>
> For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
> 📖 P.142 "Logging on as administrator"

2 Enable or disable the All Limit function, and then press [OK].
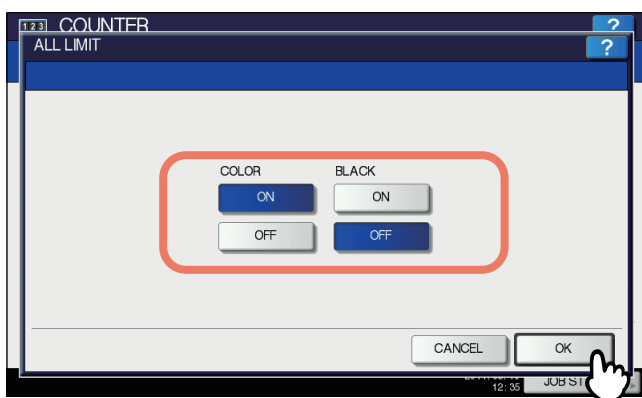
The All Limit function is enabled or disabled by pressing [ON] or [OFF]. (In color print models, set the color and the black output limitations respectively.)
When you press [OK], the setting is saved. "WAIT" is displayed on the touch panel until it is applied.

> **Notes**
>
> - The All Limit function cannot be set for the color print models when the No Limit Black function (📖 P.152) is enabled.
> - Applying the setting may take some time depending on the number of registered department codes.

■ Setting the No Limit Black function

"No Limit Black" is the function for allowing users to perform black and white copying/printing without entering a department code. When you want to only control color outputs for each department code, enable this function to allow users to perform unlimited black and white copies/prints on the equipment. When you enable it, the equipment will not count the number of black and white copies/prints for each department code.
This option is available only for color print models.

> Tip
>
> When User Management function is enabled, the No Limit Black function cannot be enabled.

1 On the DEPT. MANAGEMENT menu screen, press [NO LIMIT BLACK].
The NO LIMIT BLACK COPY/PRINT screen is displayed.

> Tip
>
> For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
> 📖 P.142 "Logging on as administrator"

2 Press [ENABLE] to use the No Limit Black function. Press [DISABLE] to not.
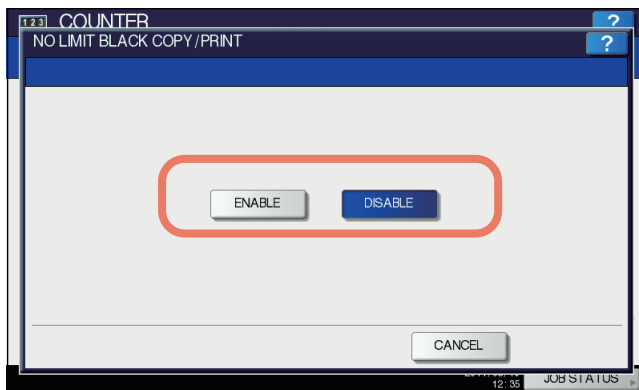
The No Limit Black setting is saved.

■ Setting the registered quota

You can return the copy and print quotas for all departments to the default ones in a single operation.

1 **On the DEPT. MANAGEMENT menu screen, press [SET REGISTERED QUOTA].**
The message "Are you sure?" is displayed on the CONFIRMATION screen.

Tip

For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
📖 P.142 "Logging on as administrator"

2 **Press [YES].**
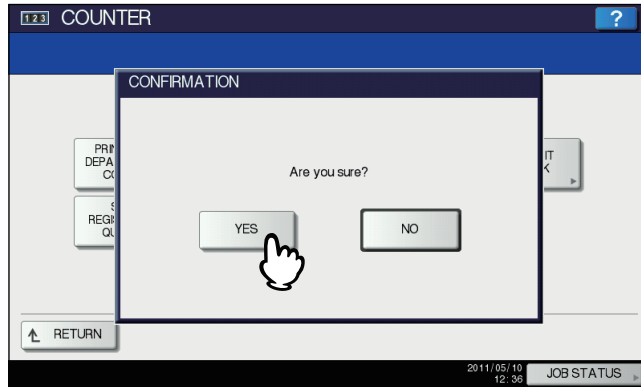
The quotas for all departments are now returned to the default ones.

Tip

Press [NO] to cancel the operation.

■ Resetting all department counters

You can clear all department counters.

> **Note**
>
> This operation clears only the department counters. You cannot clear the total counter.

1 On the DEPT. MANAGEMENT menu screen, press [RESET ALL COUNTERS].
The message "CLEAR OK?" is displayed on the CONFIRMATION screen.

> **Tip**
>
> For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
> 📖 P.142 "Logging on as administrator"

2 Press [YES].
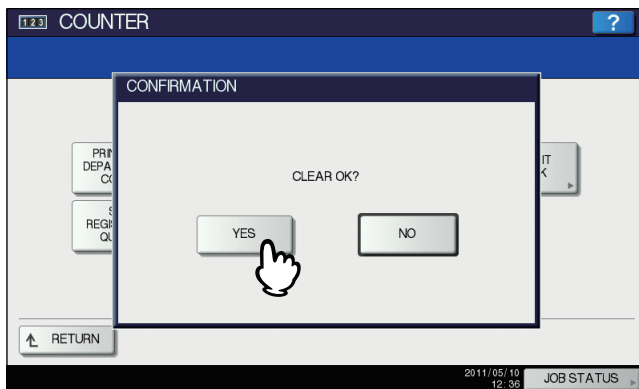
All department counters are now cleared.

> **Tip**
>
> Press [NO] to cancel the clear operation.

■ Deleting all department codes

You can delete all registered department codes.

1 On the DEPT. MANAGEMENT menu screen, press [DELETE ALL].
The message "Delete OK?" is displayed on the CONFIRMATION screen.

Tip

For instructions on how to display the DEPT. MANAGEMENT menu screen, see the following page:
 P.142 "Logging on as administrator"

2 Press [YES].

All department codes are now deleted.

Tip

Press [NO] to cancel the deletion.

4

APPENDIX

Setting Letters

Whenever a character string or fax number needs to be entered, an on-screen keyboard is displayed. Enter the characters or digits by touching the button on the screen. Digits can also be entered from the digital keys on the control panel.
When you press [OK] after finishing, the displayed screen changes.

Note

This equipment supports special characters of European languages.

■ On-screen keyboard
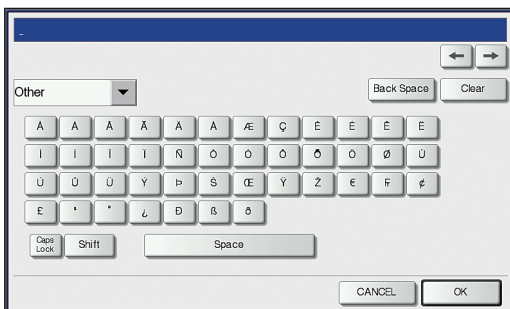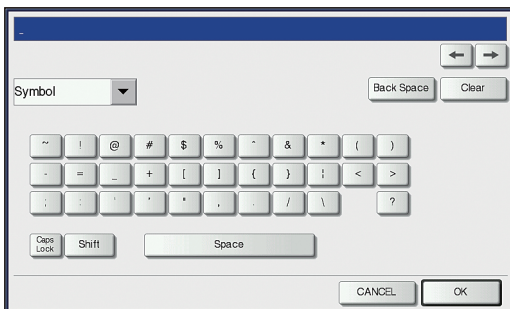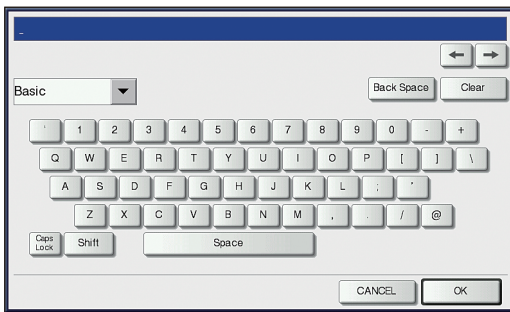
Item name	Description
Basic	Press this to access the basic keys.
Symbol	Press this to access the symbol keys.
Other	Press this to access the special keys.
Caps Lock	Press this to switch capital letters and small letters.
Shift	Press this to enter capital letters.
Space	Press this to enter a space.
← →	Press these to move the cursor.
Back Space	Press this to delete the letter before the cursor.
Clear	Press this to delete all letters entered.
CANCEL	Press this to cancel the entry of letters.
OK	Press this to fix all entered letters.

❑ USB keyboard

Connecting a commercially available USB keyboard to the USB port on the equipment allows you to enter character strings and fax numbers (except [Caps Lock]) from the USB keyboard instead of the on-screen keyboard.
When using a USB keyboard, be sure the "keyboard layout" setting in the ADMIN menu is suitable with the connected keyboard.
📖 P.79 "Changing the keyboard layout"

The supported keyboards are as follows:
- 101 keyboard (QWERTY layout)
- 102/105 keyboard (QWERTZ layout)
- 102/105 keyboard (AZERTY layout)

> Note

There is no guarantee that all keyboards will function properly.

■ On-screen numeric keypad

Whenever a fax number needs to be entered, the following screen is displayed.
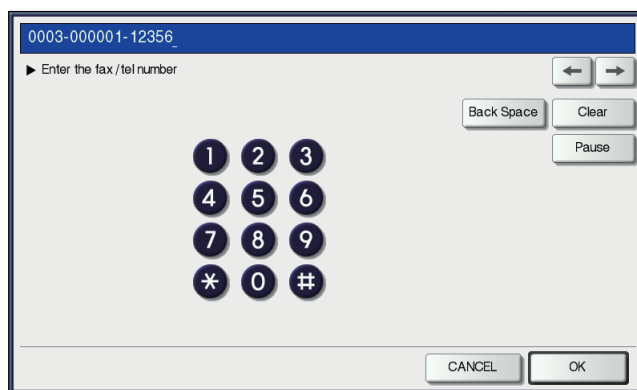
Press [Pause] to enter "-". One "-" in a fax number, adds a three-second pause to the dialing of the number. You can also use the digital keys on the control panel to enter fax numbers.

List Print Format

■ TOTAL COUNTER LIST

Output example of TOTAL COUNTER LIST (The contents are partly different between color and monochromatic models.)

```
TOTAL COUNTER LIST          S/N:CME000034          FIN S/N:FIN S/N-    TOTAL    :9999
2011-05-10 15:18            XXXXXXXX  XXXXXXXXXX                       DF TOTAL :9999


PRINT COUNTER
 TOTAL
            FULL COLOR      TWIN/MONO COLOR      BLACK          TOTAL

     COPY        99999              99999        99999         299996
     FAX         99999              99999        99999         299996
     PRINTER     99999              99999        99999         299996
     LIST        99999              99999        99999         299996

     TOTAL      399996             399996       399996        1199988

 COPY
            FULL COLOR      TWIN/MONO COLOR      BLACK          TOTAL

     SMALL       16667              16666        16667         399996
     LARGE       16667              16665        16667         399996

     TOTAL       33334              33331        33334          99999

 FAX
            FULL COLOR      TWIN/MONO COLOR      BLACK          TOTAL

     SMALL       16667              16666        16667         399996
     LARGE       16667              16665        16667         399996

     TOTAL       33334              33331        33334          99999

 PRINTER
            FULL COLOR      TWIN/MONO COLOR      BLACK          TOTAL

     SMALL       16667              16666        16667         399996
     LARGE       16667              16665        16667         399996

     TOTAL       33334              33331        33334          99999

 LIST
            FULL COLOR      TWIN/MONO COLOR      BLACK          TOTAL

     SMALL       16667              16666        16667         399996
     LARGE       16667              16665        16667         399996

     TOTAL       33334              33331        33334  99999

 CALIBRATION COUNTER                          :2
```

■ DEPARTMENT CODE LIST

Output example of DEPARTMENT CODE LIST (The contents are partly different between color and monochromatic models.)

```
DEPARTMENT CODE LIST
                                                    TIME      : 2011-05-10 10:53


DEPT NO.   DEPARTMENT              QUOTA
D 1          01                    999.00


PRINT COUNTER
FULL COLOR                                   TWIN/MONO COLOR
        COPY      PRINT     TOTAL                     COPY      PRINT     TOTAL
SMALL   99999     99999    199998           SMALL    99999     99999    199998
LARGE   99999     99999    199998           LARGE    99999     99999    199998
        199998    199998   399996                    199998    199998   399996

BLACK
        COPY      FAX       PRINT    LIST        TOTAL
SMALL   99999     99999     99999    99999      399996
LARGE   99999     99999     99999    99999      399996
        199998    199998    199998   199998     799992

FAX COMMUNICATION          SCAN COUNTER
                                  FULL COLOR       TWIN/MONO COLOR    BLACK
        TRANSMIT   RECEPTION       COPY    NETWORK    COPY          COPY     FAX     NETWORK
SMALL   99999      99999    SMALL  99999   99999      99999         99999    99999   99999
LARGE   99999      99999    LARGE  99999   99999      99999         99999    99999   99999
        199998     199998          199998  199998     199998        199998   199998  199998


DEPT NO.   DEPARTMENT              QUOTA
D 2          02                    999.00


PRINT COUNTER
FULL COLOR
        COPY      PRINT     TOTAL
```

■ ADDRESS BOOK INFORMATION

Output example of ADDRESS BOOK INFORMATION

```
        ADDRESS BOOK INFORMATION
                                          TIME        : 2011-05-10 20:47
                                          FAX NO.1    : 99999999999
                                          FAX NO.2    : 99999999990
                                          NAME        : MFP_00000183


NO.     NAME         FAX NUMBER/E-MAIL ADDRESS    QUALITY TX   TX TYPE      LINE      ECM    ATT

001     User01         00000000001                OFF          MEMORY                 OFF    0
               ✉ user01@example.com

002     User02         00000000002                OFF          MEMORY                 OFF    0
               ✉ user02@example.com

003     User03         00000000003                OFF          MEMORY                 OFF    0
               ✉ user03@example.com

004     User04         00000000004                OFF          MEMORY                 OFF    0
               ✉ user04@example.com

005     User05         00000000005                OFF          MEMORY                 OFF    0
               ✉ user05@example.com

006     User06         00000000006                OFF          MEMORY                 OFF    0
               ✉ user06@example.com

007     User07         00000000007                OFF          MEMORY                 OFF    0
               ✉ user07@example.com

008     User08         00000000008                OFF          MEMORY                 OFF    0
               ✉ user08@example.com

009     User09         00000000009                OFF          MEMORY                 OFF    0
               ✉ user09@example.com

010     User10         00000000010                OFF          MEMORY                 OFF    0
               ✉ user10@example.com

011     User11         00000000011                OFF
               ✉ user11@example.com

        User12
```

■ GROUP NUMBER INFORMATION

Output example of GROUP NUMBER INFORMATION

```
        GROUP NUMBER INFORMATION
                                          TIME        : 2011-05-10 20:47
                                          FAX NO.1     : 99999999999
                                          FAX NO.2     : 99999999990
                                          NAME         : MFP_00000183


NO.      NAME           ADDRESS BOOK

001      Group01             001  ✉001  ✉002  ✉003  ✉004      005  ✉005      006  ✉006  ✉007
                             007      008  ✉008      009  ✉009      010  ✉010  ✉011  ✉012  ✉013
                             014  ✉014      015  ✉015      016  ✉016      017  ✉017      018  ✉018
                             019  ✉019      020  ✉020
002      Group02             005      007      009  ✉015  ✉060  ✉065
003      Group03             005  ✉005  ✉006  ✉007  ✉008  ✉009

                                          E-mail Address

                            Fax Number
```

■ FUNCTION LIST (User)

Output example of FUNCTION LIST (User) (The contents are partly different between color and monochromatic models.)

```
        FUNCTION LIST
                    S/N        : CME000034        TIME        : 2011-05-10 20:47
                    F/W Ver.   : XXXXXXXXXXXX     FAX NO.1    : 99999999999
                    M-ROM Ver. : 140M-015         FAX NO.2    : 99999999990
                    S-ROM Ver. : 140S-01          NAME        : MFP_00000183

  GENERAL
        TOTAL COUNTER                  :  9999
        DRAWER
              DRAWER 1                 :  LT
              DRAWER 2                 :  A3
              DRAWER 3                 :  A4-R
              DRAWER 4                 :  B5
        AUTO CLEAR                     :  45

  COPY
        EXPOSURE FOR COLOR             :  MANUAL
        EXPOSURE FOR BLACK             :  AUTO
        COLOR MODE                     :  BLACK
        IMAGE DIRECTION                :  DISABLE
        BYPASS FEED                    :  PLAIN
        ORIGINAL MODE FOR COLOR        :  TEXT/PHOTO
        ORIGINAL MODE FOR BLACK        :  TEXT/PHOTO
        ORIGINAL MODE FOR AUTO COLOR   :  TEXT/PHOTO
        OMIT BLANK PAGE ADJUSTMENT     :  0
        ACS ADJUSTMENT                 :  2

  SCAN
        COLOR MODE                     :  BLACK
        COMPRESS                       :  MID
        B/W ADJUSTMENT IN ACS          :  3
        ROTATION                       :  0
        SINGLE/2-SIDED SCAN            :  SINGLE
        IMAGE QUALITY FOR BLACK        :  STANDARD
        PREVIEW SETTING                :  OFF
        INITIAL PREVIEW TYPE           :  PAGE FIT
        OMIT BLANK PAGE ADJUSTMENT     :  0
        ACS ADJUSTMENT                 :  2
        COLOR
```

Tip

For further information about the items printed in FUNCTION LIST, see the following page:

■ NIC configuration page

Output example of the NIC Configuration Page

```
========================================================================================
Unit Serial No    : CME000034                Version : XXXXXXXXXXXX
Network Address   : 00:40:af:7e:28:55
LAN Standard      : Ethernet                  Connector: RJ45
Network Mode      : Auto

Novell Network Information              enabled
    Print Server Name        : MFP_04998820
    Password Defined         :
    Search Root not defined
    Directory Services Tree   : ORG
    Directory Services Context: dept1.org
    Scan Rate                : 5
    Frame Type               : Auto Sense

TCP/IP Network Information for IPv4       enabled
    Address Mode             : Static IP
    IP Address               : 10.10.70.120
    Subnet Mask              : 255.255.255.0
    Default Gateway          : 10.10.70.1
    Primary DNS Server       : 0.0.0.0
    DNS Name                 :
    Host Name                : MFP04998820
    Primary WINS Server      : 0.0.0.0
    NetBIOS Name             : MFP04998820

IPP Network Information                  enabled
    IPP without SSL          : http://10.10.70.120:631/Print
    IPP with SSL             : https://10.10.70.120:443/Print

AppleTalk Network Information            enabled
    AppleTalk Printer Name   : MFP00C67861
    AppleTalk Zone           : *
    AppleTalk Type           : LaserWriter

========================================================================================

 Novell Connection Information
    File System Server Name  : NWSRV
    Queue Name               : MFP_QUEUE

 AppleTalk Connection Information
    AppleTalk Printer Name   : MFP00C67861

 Raw Socket Connection Informati
    Port Number
```

Unit Serial No	The serial No. of this equipment
Version	The system version of this equipment
Network Address	The MAC address of this equipment
LAN Standard	The network type
Connector	The connector type
Network Mode	The network mode
Novell Network Information	
Print Server Name	The Novell printer name of this equipment
Password Defined	Shows whether the password is defined.
Search Root	The search root setting of this equipment
Directory Services Tree	The NDS tree setting of this equipment
Directory Service Context	The NDS context setting of this equipment
Scan Rate	The scan rate setting of this equipment
Frame Type	The frame type setting of this equipment

TCP/IP Network Information for IPv4	
Address Mode	The TCP/IP address mode of this equipment
IP Address	The IP address of this equipment
Subnet Mask	The subnet mask of this equipment
Default Gateway	The default gateway of this equipment
Primary DNS Server	The primary DNS server address of this equipment
DNS Name	The DNS name of this equipment
Host Name	The host name of this equipment
Primary WINS Server	The primary WINS server address of this equipment
NetBIOS Name	The NetBIOS name of this equipment
IPP Network Information	
IPP without SSL	URL for the IPP printing
IPP with SSL	URL for the IPP printing with SSL
AppleTalk Network Information	
AppleTalk Printer Name	The AppleTalk printer name of this equipment
AppleTalk Zone	The AppleTalk zone of this equipment
AppleTalk Type	The AppleTalk printer type of this equipment
Novell Connection Information	
File System Server Name	The NetWare file system server name to which this equipment is connected
Queue Name	The NetWare queue name to which this equipment is connected
AppleTalk Connection Information	
AppleTalk Printer Name	The AppleTalk printer name of this equipment
Raw Socket Connection Information	
Port Number	The port number for the RAW printing
TCP/IP Network Information for IPv6	
LLMNR	The LLMNR (Linklocal Multicast Name Resolution) protocol setting
Link Local Address	The link local address of this equipment
Address Mode	The IPv6 address mode
IP Address	The IPv6 address of this equipment
Prefix Length	The prefix length of the IPv6 address
Default Gateway	The default gateway address of this equipment
Primary IPv6 DNS Server	The primary IPv6 DNS server address
Secondary IPv6 DNS Server	The secondary IPv6 DNS server address

■ FUNCTION LIST (Administrator)

Output example of FUNCTION LIST (Administrator) (The contents are partly different between color and monochromatic models.)

```
         FUNCTION LIST
                      S/N        : CME000034        TIME       : 2011-05-10 20:47
                      F/W Ver.   : XXXXXXXXXXXX     FAX NO.1    : 99999999999
                      M-ROM Ver. : 140M-015         FAX NO.2    : 99999999990
                      S-ROM Ver. : 140S-01          NAME        : MFP_00000183

   GENERAL
          TOTAL COUNTER                  :  9999
          MAIN / PAGE MEMORY SIZE        :  2048 MB / 512 MB
                 DRAWER 1                :  LT
                 DRAWER 2                :  LD
                 DRAWER 3                :  LT-R
                 DRAWER 4                :  A4
          AUTO CLEAR                     :  45
          ENERGY SAVER
                 WEEKLY TIMER                 ON      OFF
                     TIMER SUNDAY        :  00:00:00 24:00:00
                     TIMER MONDAY        :  00:00:00 24:00:00
                     TIMER TUESDAY       :  00:00:00 24:00:00
                     TIMER WEDNESDAY     :  00:00:00 24:00:00
                     TIMER THURSDAY      :  00:00:00 24:00:00
                     TIMER FRIDAY        :  00:00:00 24:00:00
                     TIMER SATURDAY      :  00:00:00 24:00:00
                     ENABLE WEEKLY TIMER     :  DISABLE
                 AUTO POWER SAVE         :  15
                 SLEEP MODE              :  60
                 SUPER SLEEP             :  DISABLE
          DAYLIGHT SAVINGS TIME
                 ENABLE DAYLIGHT SAVINGS TIME  :  DISABLE
                 OFFSET                  :  +1:00
                     START DATE          :  Jan IST Sun 0:0
                     END DATE            :  Jan 1ST Sun 0:0
          DATA CLONING FUNCTION          :  ENABLE
          USB DIRECT PRINT               :  ENABLE
          FUNCTIONS
                 SAVE AS LOCAL HDD       :  ENABLE
                 E-FILING                :  ENABLE
                 EMAIL SEND              :  ENA
                 SAVE AS FTP
```

The Function List for an administrator shows the setting list for all functions. The following table shows all functions that are printed in an administrator's function list, and the "User" column indicates which functions are printed in a user's function list. This table also describes each function. (Printed items are partly different depending on whether the hard disk is installed or not.)

GENERAL

Function	Description	User
TOTAL COUNTER	Shows the total counter.	YES
MAIN / PAGE MEMORY SIZE	Shows the main memory size and page memory size.	NO
DRAWER - DRAWER 1	Shows the paper size for drawer 1.	YES
DRAWER - DRAWER 2	Shows the paper size for drawer 2.	YES
DRAWER - DRAWER 3 [*1]	Shows the paper size for drawer 3.	YES
DRAWER - DRAWER 4 [*2]	Shows the paper size for drawer 4.	YES

GENERAL

Function	Description	User
DRAWER - LARGE CAPACITY FEEDER [*3]	Shows the paper size for the large capacity feeder	YES
DRAWER - EXTERNAL LARGE CAPACITY FEEDER [*4]	Shows the paper size for the large capacity feeder	YES
AUTO CLEAR	Shows the time (in seconds) it takes the touch panel display to clear the previous settings and return to the initial screen.	YES
ENERGY SAVER - WEEKLY TIMER	Shows the time to enter the energy saver mode (ON time), and the time to exit the energy saver mode (OFF time) for each day (Sunday to Saturday).	NO
ENERGY SAVER - AUTO POWER SAVE	Shows the time to enter the power save mode (in minutes).	NO
ENERGY SAVER - SLEEP MODE	Shows the time to enter the sleep mode (in minutes).	NO
ENERGY SAVER - SUPER SLEEP	Shows whether the super sleep mode is enabled or disabled.	NO
ENERGY SAVER - MODE AFTER THE TIME [SLEEP TIMER] HAS PASSED	Shows the mode to be entered after the time set in [Sleep Timer] has passed.	NO
DAYLIGHT SAVINGS TIME - ENABLE DAYLIGHT SAVINGS TIME	Shows whether the daylight savings time is enabled or disabled.	NO
DAYLIGHT SAVINGS TIME - OFFSET	Shows the offset (time difference) from the local standard time.	NO
DAYLIGHT SAVINGS TIME - STAR DATE/END DATE	Shows the date and time to start and end the daylight savings time.	NO
DATA CLONING FUNCTION	Shows whether the data cloning function is enabled or disabled.	NO
USB DIRECT PRINT	Shows whether the USB Direct Print function is enabled or disabled.	NO
FUNCTIONS - SAVE AS LOCAL HDD	Shows whether the Save as Local HDD function is enabled or disabled.	NO
FUNCTIONS - E-FILING	Shows whether the e-Filing function is enabled or disabled.	NO
FUNCTIONS - EMAIL SEND	Shows whether the E-mail transmission is enabled or disabled.	NO
FUNCTIONS - SAVE AS FTP	Shows whether the Save as FTP function is enabled or disabled.	NO
FUNCTIONS - SAVE AS FTPS	Shows whether the Save as FTPS function is enabled or disabled.	NO
FUNCTIONS - SAVE TO USB MEDIA	Shows whether the Save to USB media function is enabled or disabled.	NO

GENERAL

Function	Description	User
FUNCTIONS - SAVE AS SMB	Shows whether the Save as SMB function is enabled or disabled.	NO
FUNCTIONS - SAVE AS NETWARE	Shows whether the Save as NetWare function is enabled or disabled.	NO
FUNCTIONS - INTERNET FAX SEND	Shows whether the Internet Fax transmission is enabled or disabled.	NO
FUNCTIONS - FAX SEND	Shows whether the fax transmission is enabled or disabled.	NO
FUNCTIONS - WEB SERVICES SCAN	Shows whether the Web Scan Service is enabled or disabled.	NO
FUNCTIONS - TWAIN SCANNING	Shows whether the TWAIN scanning function is enabled or disabled.	NO
FUNCTIONS - SCAN TO EXTERNAL CONTROLLER	Shows whether the scanning function to external controllers is enabled or disabled.	NO
FUNCTIONS - NETWORK FAX	Shows whether the network fax function is enabled or disabled.	NO
FUNCTIONS - NETWORK INTERNET FAX	Shows whether the network Internet fax function is enabled or disabled.	NO
LONG FILE NAME SETTING	Shows the display setting of long file name.	NO
JOB SKIP CONTROL - ENABLE JOB SKIP CONTROL	Shows whether the Job Skip Control is enabled or disabled.	NO
ADDRESS BOOK RESTRICTION BY ADMIN	Shows whether operations on the address book are restricted by the administrator authority.	NO
HARDCOPY SECURITY PRINTING - COPY INHIBITION	Shows whether to inhibit copying the document.	NO
HARDCOPY SECURITY PRINTING - SCAN INHIBITION	Shows whether to inhibit scanning the document.	NO
HARDCOPY SECURITY PRINTING - FAX INHIBITION	Shows whether to inhibit faxing the document.	NO
CONFIDENTIALLY SETTING - DOCUMENT NAME	Shows whether the confidential setting on the JOB STATUS screen or PRINT screen is enabled or disabled.	NO
POP-UP - DRAWER	Shows whether the drawer set pop-up is enabled or disabled.	NO
POP-UP - PAPER MISFEED RECOVERY	Shows whether the paper misfeed recovery pop-up is enabled or disabled.	NO
POP-UP - THICK PAPER SET	Shows whether the thick 1 set pop-up is enabled or disabled.	NO
MENU SETTING - DEFAULT MENU SCREEN SETTING	Shows the default screen for a menu.	NO

GENERAL

Function	Description	User
PRINT DARKNESS SETTING [*5]	Shows the setting of the print darkness setting.	NO

*1 "DRAWER 3" is printed only when Drawer 3 is installed.
*2 "DRAWER 4" is printed only when Drawer 4 is installed.
*3 "LARGE CAPACITY FEEDER" is printed only when the Large Capacity Feeder is installed.
*4 "EXTERNAL LARGE CAPACITY FEEDER" is printed only when the External Large Capacity Feeder is installed.
*5 Printed only for e-STUDIO307LP only.

COPY

Function	Description	User
EXPOSURE FOR COLOR [*1]	Shows the default exposure setting for color copies.	YES
EXPOSURE FOR BLACK [*1]	Shows the default exposure setting for black copies.	YES
EXPOSURE [*2]	Shows the default exposure setting for copies.	YES
COLOR MODE [*1]	Shows the default color mode for copies.	YES
IMAGE DIRECTION	Shows whether the image direction is enabled or disabled.	YES
BYPASS FEED	Shows the default paper type of the bypass feed.	YES
INSERTER/INVERT BACKSIDE COVER [*3]	Shows whether the Inserter/Invert Backside Cover function is enabled or disabled.	YES
TAB - EXTENSION - DRAWER - TAB EXTENSION [*3]	Shows the tab extension setting that is applied when tab paper is fed from a drawer.	YES
TAB - EXTENSION - DRAWER - SHIFT MARGIN [*3]	Shows the shift margin setting that is applied when tab paper is fed from a drawer.	YES
TAB - EXTENSION - BYPASS FEED - TAB EXTENSION [*3]	Shows the tab extension setting that is applied when tab paper is fed from the bypass feed.	YES
TAB - EXTENSION - BYPASS FEED - SHIFT MARGIN [*3]	Shows the shift margin setting that is applied when tab paper is fed from the bypass feed.	YES
ORIGINAL MODE FOR COLOR [*1]	Shows the default original mode for color copies.	YES
ORIGINAL MODE FOR BLACK	Shows the default original mode for black copies.	YES
ORIGINAL MODE FOR AUTO COLOR [*1]	Shows the default original mode for auto color copies.	YES
OMIT BLANK PAGE ADJUSTMENT	Shows the omit blank page adjustment level.	YES
ACS ADJUSTMENT [*1]	Shows the ACS adjustment level.	YES
MAXIMUM COPIES	Shows the maximum copies that are allowed to be set.	NO
AUTO 2-SIDE MODE	Shows the default auto 2-sided mode.	NO

COPY

Function	Description	User
SORT MODE PRIORITY	Shows the default sort mode.	NO
DEFAULT MODE OF AUTO COLOR [*1]	Shows the default auto color mode for copies.	NO
AUTOMATIC CHANGE OF PAPER SOURCE	Shows whether the Automatic Change of Paper Source function is enabled or disabled.	NO
PAPER OF DIFFERENT DIRECTION	Shows whether the Paper of Different Direction function is enabled or disabled.	NO
AUTO EXIT TRAY CHANGE (CASCADE PRINT)	Shows whether the Auto Exit Tray Change (Cascade Print) function is enabled or disabled.	NO
SUSPEND PRINTING IF STAPLER EMPTY	Shows whether this equipment suspends printing when stapler empty occurs.	NO
WASTE HOLE PUNCH TRAY FULL	Shows whether this equipment continues printing when punch dust becomes full.	NO
ORIGINAL OUTSIDE ERASE	Shows whether the original outside erase function is enabled or disabled.	NO
ADF SCAN NOISE REDUCTION	Shows the setting of the ADF scan noise reduction function.	NO

*1 Printed only for color models.
*2 Printed only for monochromatic models.
*3 Printed only for models supporting copy to tab paper.

SCAN

Function	Description	User
COLOR MODE	Shows the default color mode for scan.	YES
COMPRESS	Shows the default compression setting.	YES
B/W ADJUSTMENT IN ACS	Shows the default B/W resolution in ACS.	YES
ROTATION	Shows the default rotation mode.	YES
SINGLE/2-SIDED SCAN	Shows the default 2-sided scan mode.	YES
IMAGE QUALITY FOR BLACK	Shows the default image quality setting that applies when scanning a black original in auto color mode.	YES
PREVIEW SETTING [*1]	Shows whether the preview function is enabled or disabled.	YES
INITIAL PREVIEW TYPE [*1]	Shows the default preview type.	YES
OMIT BLANK PAGE ADJUSTMENT	Shows the omit blank page adjustment level.	YES
ACS ADJUSTMENT	Shows the ACS adjustment level.	YES
COLOR - RESOLUTION	Shows the resolution for color scans.	YES
COLOR - ORIGINAL MODE	Shows the default original mode for color scans.	YES

SCAN

Function	Description	User
COLOR - EXPOSURE	Shows the default exposure setting for color scans.	YES
COLOR - BACKGROUND ADJUSTMENT	Shows the default background adjustment setting for color scans.	YES
GRAY SCALE - RESOLUTION	Shows the resolution for gray scale scans.	YES
GRAY SCALE - EXPOSURE	Shows the default exposure setting for gray scale scans.	YES
GRAY SCALE - BACKGROUND ADJUSTMENT	Shows the default background adjustment setting for gray scale scans.	YES
BLACK - RESOLUTION	Shows the resolution for black scans.	YES
BLACK - ORIGINAL MODE	Shows the default original mode for black scans.	YES
BLACK - EXPOSURE	Shows the default exposure setting for black scans.	YES
BLACK - BACKGROUND ADJUSTMENT	Shows the default background adjustment setting for black scans.	YES
ADF SCAN NOISE REDUCTION	Shows the setting of the ADF scan noise reduction function.	NO

*1 Printed only for color models, e-STUDIO507 Series and e-STUDIO857 Series.

FAX

Function	Description	User
FAX ROM VERSION	Shows the ROM version of the Fax unit.	YES
RESOLUTION	Shows the default resolution setting for a fax/Internet Fax transmission.	YES
ORIGINAL MODE	Shows the default original mode for a fax/Internet Fax transmission.	YES
EXPOSURE	Shows the default exposure setting for a fax/Internet Fax transmission.	YES
TX TYPE *1	Shows the default transmission type.	YES
TTI	Shows whether the TTI is enabled or disabled.	YES
RTI	Shows whether the RTI is enabled or disabled.	YES
ECM *1	Shows whether the ECM is enabled or disabled.	YES
PREVIEW SETTING *3	Shows whether the preview function is enabled or disabled.	NO
INITIAL PREVIEW TYPE *3	Shows the default preview type.	NO
INITIAL SETUP - MONITOR VOLUME *1	Shows the monitor volume setting.	NO

FAX

Function	Description	User
INITIAL SETUP - COMPLETION TONE VOLUME *1	Shows the complete volume setting.	NO
INITIAL SETUP - RX MODE *1	Shows the default RX mode.	NO
INITIAL SETUP - DIAL TYPE *1	Shows the dial type of line 1.	NO
INITIAL SETUP - DIAL TYPE (LINE2) *2	Shows the dial type of line 2.	NO
LINE-2 MODE *2	Shows the line 2 mode.	NO
LINE-2 MODE - START *2	Shows the start time to use Line 2 for receptions only. This applies only when "RX ONLY (TIMER)" is set to LINE-2 MODE.	NO
LINE-2 MODE - END *2	Shows the end time to finish using Line 2 for receptions only. This applies only when "RX ONLY (TIMER)" is set to LINE-2 MODE.	NO
RX PRINT - DISCARD	Shows whether the discard function is enabled or disabled.	NO
RX PRINT - REDUCTION	Shows whether reduction is enabled or disabled.	NO
RX PRINT - DUPLEX *1	Shows whether duplex print is enabled or disabled.	NO
RX PRINT - ROTATE SORT *1	Shows whether rotate sort is enabled or disabled.	NO
RECOVERY TX *1	Shows whether recovery transmission is enabled or disabled.	NO
RECOVERY TX - STORED TIME *1	Shows how many hours a recovery transmission job is to be stored.	NO
FAX RECEIVED FORWARD - AGENT1 *1	Shows the agent type if the Fax Received Forward is registered.	NO
FAX RECEIVED FORWARD - AGENT2 *1	Shows the agent type if the Fax Received Forward is registered.	NO
FAX RECEIVED FORWARD (LINE2) - AGENT1 *1	Shows the agent type of line 2 if the Fax Received Forward is registered.	NO
FAX RECEIVED FORWARD (LINE2) - AGENT2 *1	Shows the agent type of line 2 if the Fax Received Forward is registered.	NO
SECURE RECEIVE - TIMER *1	Shows the time to enter the secure receive mode (ON time), and the time to exit the secure receive mode (OFF time) for each day (Sunday to Saturday).	NO
SECURE RECEIVE - ENABLE SECURE RECEIVE *1	Shows whether the secure receive is enabled or disabled.	NO
MULTI DESTINATIONS CONFIRMATION	Shows whether multi-destinations confirmation is enabled or disabled.	YES

FAX

Function	Description	User
TX SPEED LIMIT	Shows whether transmission speed limit is enabled or disabled.	YES
RX SPEED LIMIT (LINE1)	Shows whether reception speed limit for 1st line is enabled or disabled.	YES
RX SPEED LIMIT (LINE2)	Shows whether reception speed limit for 2nd line is enabled or disabled.	YES

*1   These are printed only when the FAX Unit is installed.
*2   These are printed only when the FAX Unit and 2nd Line for FAX Unit are installed.
*3   Printed only for color models, e-STUDIO507 Series and e-STUDIO857 Series.

E-FILING

Function	Description	User
PRINTING IMAGE MODE [*1]	Shows the default printing image mode.	YES

*1   Printed only for color models.

PRINT

Function	Description	User
COLOR MODE FOR USB PRINT[*1]	Shows the default color mode for USB print.	YES

*1   Printed only for color models.

FILE

Function	Description	User
MAINTENANCE	Shows whether storage maintenance is enabled or disabled.	NO
STORAGE MAINTENANCE	Shows how many days the data in the local folder is stored. This applies only when the maintenance function is enabled.	NO

E-MAIL

Function	Description	User
FRAGMENT MESSAGE SIZE (KB)	Shows the fragment message size that applies to an e-mail transmission.	NO
FROM ADDRESS	Shows the sender's e-mail address that applies to an e-mail transmission.	NO
FROM NAME	Shows the sender's name that applies to an e-mail transmission.	NO
RECIPIENT DOMAIN NAME	Shows whether the automatic adding of the domain name is enabled or disabled when an address is entered.	NO
NUMBER OF RETRY	Shows how many times this equipment tries to send an e-mail when it had previously failed.	NO

E-MAIL

Function	Description	User
RETRY INTERVAL	Shows the interval of an e-mail transmission.	NO
BCC ADDRESS DISPLAY	Shows whether Bcc address display is enabled or disabled.	NO
EDITING OF SUBJECT	Shows whether the editing of the e-mail subject is enabled or disabled.	NO
ADD THE DATE AND TIME TO THE SUBJECT	Shows whether the adding of the date and time to the e-mail subject is enabled or disabled.	NO
DEFAULT SUBJECT	Shows the default subject of the e-mail.	NO
URL TRANSMISSION SETTINGS - URL TRANSMISSION	Shows whether URL transmission is enabled or disabled.	NO
URL TRANSMISSION SETTINGS - THRESHOLD TO SEND ATTACHED FILE	Shows the file size to be available for switching the file attachment to URL transmission when URL transmission is enabled.	NO
URL TRANSMISSION SETTINGS - PRESERVATION PERIOD FOR DOWNLOAD FILE	Shows the file preservation period when URL transmission is enabled.	NO
URL TRANSMISSION SETTINGS - SEARCH INTERVAL TO DELETE THE EXPIRED DOWNLOAD FILE	Shows the interval for monitoring the expiration of the file preservation period when URL transmission is enabled.	NO
URL TRANSMISSION SETTINGS - HOST NAME FORMAT IN URL	Shows the host name format in URL when URL transmission is enabled.	NO

INTERNET FAX

Function	Description	User
FRAGMENT PAGE SIZE (KB)	Shows the fragment page size that applies to an Internet Fax transmission.	NO
BODY STRING TRANSMISSION	Shows whether the body string transmission is enabled or disabled.	NO
TO/BCC DESTINATION	Shows the destination setting of an Internet Fax transmission.	NO
FROM ADDRESS	Shows the sender's e-mail address that applies to an Internet Fax transmission.	NO
RECIPIENT DOMAIN NAME	Shows whether the automatic adding of the domain name is enabled or disabled when an address is entered.	NO
FROM NAME	Shows the sender's name that applies to an Internet Fax transmission.	NO
NUMBER OF RETRY	Shows how many times this equipment tries to send an Internet Fax when it had previously failed.	NO
RETRY INTERVAL	Shows the interval of an Internet Fax transmission.	NO

INTERNET FAX

Function	Description	User
INTERNET FAX RECEIVED FORWARD - AGENT1	Shows the agent type if the Internet Fax Received Forward is registered.	NO
INTERNET FAX RECEIVED FORWARD - AGENT2	Shows the agent type if the Internet Fax Received Forward is registered.	NO

REPORT SETTING

Function	Description	User
JOURNAL - AUTO	Shows whether auto journal print is enabled or disabled.	NO
JOURNAL - TX JOURNAL	Shows how many transmissions will be printed in a transmission journal.	NO
JOURNAL - RX JOURNAL	Shows how many receptions will be printed in a reception journal.	NO
COMM. REPORT - MEMORY TX	Shows the conditions for printing a memory transmission report.	NO
COMM. REPORT - DIRECT TX	Shows the conditions for printing a direct transmission report.	NO
COMM. REPORT - MULTI TX	Shows the conditions for printing a multi transmission report.	NO
COMM. REPORT - POLLING	Shows the conditions for printing a polling report.	NO
COMM. REPORT - RELAY ORIGINAL	Shows the conditions for printing a relay originator report.	NO
COMM. REPORT - RELAY STATION	Shows the conditions for printing a relay station report.	NO
COMM. REPORT - RELAY DESTINATION	Shows the conditions for printing a relay destination report.	NO
RECEPTION LIST - LOCAL	Shows whether a reception list will be printed or not after reserving a document to a mailbox within the equipment.	NO
RECEPTION LIST - REMOTE	Shows whether a reception list will be printed or not after reserving a document to a mailbox within the equipment remotely from another facsimile.	NO
RECEPTION LIST - RELAY STATION	Shows whether a reception list will be printed or not after receiving a relay transmission from an originator as a relay hub.	NO

PRINTER/E-FILING

Function	Description	User
AUTOMATIC CHANGE OF PAPER SOURCE	Shows whether the Automatic Change of Paper Source function is enabled or disabled.	NO
PAPER OF DIFFERENT DIRECTION	Shows whether the Paper of Different Direction function is enabled or disabled.	NO

PRINTER/E-FILING

Function	Description	User
ENFORCEMENT CONTINUE OF ILLEGAL PAPER	Shows whether the Enforcement Continue of Illegal Paper function is enabled or disabled.	NO
AUTO EXIT TRAY CHANGE (CASCADE PRINT)	Shows whether the Auto Exit Tray Change (Cascade Print) function is enabled or disabled.	NO
SUSPEND PRINTING IF STAPLER EMPTY	Shows whether this equipment suspends printing when stapler empty occurs.	NO
WASTE HOLE PUNCH TRAY FULL	Shows whether this equipment continues printing when the punch dust bin becomes full.	NO

WIRED 802.1X SETTING

Function	Description	User
ENABLE 802.1X	Shows whether the wired 802.1X authentication is enabled or disabled.	NO
EAP-METHOD	Shows the current EAP-method.	NO

WIRELESS SETTINGS

Function	Description	User
WIRELESS LAN	Shows whether the Wireless LAN function is enabled or disabled.	NO

Note

WIRELESS SETTINGS are printed only when the Wireless LAN Module is installed.

NETWORK SETTING - GENERAL PRODUCT - GENERAL

Function	Description	User
ETHERNET SPEED DUPLEX MODE	Shows the Ethernet speed setting.	NO

NETWORK SETTING - NETWORK - TCP/IP

Function	Description	User
ADDRESS MODE	Shows the TCP/IP address mode.	NO
HOST NAME	Shows the TCP/IP address mode.	NO
IP ADDRESS	Shows the IP address of this equipment.	NO
SUBNET MASK	Shows the subnet mask of this equipment.	NO
DEFAULT GATEWAY	Shows the default gateway address of this equipment.	NO

NETWORK SETTING - NETWORK - IPv6

Function	Description	User
ENABLE IPv6	Shows whether the IPv6 protocol is enabled or disabled.	NO
LLMNR	Shows whether the LLMNR (Linklocal Multi-cast Name Resolution) is enabled or disabled.	NO

NETWORK SETTING - NETWORK - IPv6

Function	Description	User
ADDRESS MODE	Shows the IPv6 address mode.	NO
LINK LOCAL ADDRESS	Shows the link local address of this equipment.	NO
IP ADDRESS	Shows the IPv6 address of this equipment.	NO
PREFIX LENGTH	Shows the prefix length of the IPv6 address.	NO
DEFAULT GATEWAY	Shows the default gateway address of this equipment.	NO
USE DHCPv6 SERVER FOR OPTIONS	Shows whether the optional information is obtained from the DHCPv6 server.	NO
USE STATELESS FOR IP ADDRESS (M FLAGS)	Shows whether the stateless usage (IP address acquisition M flag) is enabled or disabled.	NO
USE STATELESS FOR OPTIONS (O FLAGS)	Shows whether the stateless usage (optional information acquisition O flag) is enabled or disabled.	NO
IP ADDRESS1	The IP address, prefix length and default gateway which are issued from routers.	NO
PREFIX LENGTH1		NO
DEFAULT GATEWAY1		NO
IP ADDRESS2		NO
PREFIX LENGTH2		NO
DEFAULT GATEWAY2		NO
IP ADDRESS3		NO
PREFIX LENGTH3		NO
DEFAULT GATEWAY3		NO
IP ADDRESS4		NO
PREFIX LENGTH4		NO
DEFAULT GATEWAY4		NO
IP ADDRESS5		NO
PREFIX LENGTH5		NO
DEFAULT GATEWAY5		NO
IP ADDRESS6		NO
PREFIX LENGTH6		NO
DEFAULT GATEWAY6		NO
IP ADDRESS7		NO
PREFIX LENGTH7		NO
DEFAULT GATEWAY7		NO

NETWORK SETTING - NETWORK - IPv6

Function	Description	User
USE STATEFUL FOR IP ADDRESS	Shows whether the stateful usage (IP address acquisition) is enabled or disabled.	NO
USE STATEFUL FOR OPTIONS	Shows whether the stateful usage (optional information acquisition) is enabled or disabled.	NO

NETWORK SETTING - NETWORK - IPX/SPX

Function	Description	User
ENABLE IPX/SPX	Shows whether the IPX/SPX protocol is enabled or disabled.	NO
FRAME TYPE	Shows the frame type to be selected.	NO

NETWORK SETTING - NETWORK - APPLETALK

Function	Description	User
ENABLE APPLE TALK	Shows whether the AppleTalk protocol is enabled or disabled.	NO
DEVICE NAME	Shows the AppleTalk device name.	NO
DESIRED ZONE	Shows the AppleTalk zone.	NO

NETWORK SETTING - SESSION - LDAP SESSION

Function	Description	User
ENABLE LDAP	Shows whether the LDAP is enabled or disabled.	NO
ATTRIBUTE 1	Shows the name of the schema corresponding to the LDAP server configuration.	NO
ATTRIBUTE 2	Shows the name of the schema corresponding to the LDAP server configuration.	NO
SEARCH METHOD	Shows search conditions for LDAP searching.	NO

NETWORK SETTING - SESSION - DNS SESSION

Function	Description	User
ENABLE DNS	Shows whether the DNS is enabled or disabled.	NO
PRIMARY DNS SERVER ADDRESS	Shows the primary DNS server address if it has been set.	NO
SECONDARY DNS SERVER ADDRESS	Shows the secondary DNS server address if it has been set.	NO
PRIMARY DNS SERVER ADDRESS (IPv6)	Shows the primary DNS server IPv6 address if it has been set.	NO
SECONDARY DNS SERVER ADDRESS (IPv6)	Shows the secondary DNS server IPv6 address if it has been set.	NO

NETWORK SETTING - SESSION - DDNS SESSION

Function	Description	User
ENABLE DDNS	Shows whether the DDNS is enabled or disabled.	NO
HOST NAME	Shows the host name of this equipment.	NO
DOMAIN NAME	Shows the domain name of this equipment.	NO
SECURITY METHOD	Shows the security method of this equipment.	NO
PRIMARY LOGIN NAME	Shows the primary log-in name if GSS-TSIG is selected for the security method.	NO
SECONDARY LOGIN NAME	Shows the secondary log-in name if GSS-TSIG is selected for the security method.	NO

NETWORK SETTING - SESSION - SMB SESSION

Function	Description	User
SMB SERVER PROTOCOL	Shows whether the SMB protocol is enabled or disabled.	NO
RESTRICTION	Shows whether or not the print share/file share functions are restricted.	NO
NETBIOS NAME	Shows the NetBIOS name of this equipment.	NO
LOGON	Shows the log-on setting.	NO
WORKGROUP	Shows the workgroup of this equipment.	NO
DOMAIN	Shows the domain name of this equipment.	NO
PRIMARY DOMAIN CONTROLLER	Shows the primary domain controller address if it has been set.	NO
BACKUP DOMAIN CONTROLLER	Shows the backup domain controller address if it has been set.	NO
LOGON USER NAME	Shows the logon user name of this equipment for the domain if it has been set.	NO
PRIMARY WINS SERVER	Shows the primary WINS server address if it has been set.	NO
SECONDARY WINS SERVER	Shows the secondary WINS server address if it has been set.	NO
SMB SIGNING OF SMB SERVER	Shows the setting of the SMB Signing of SMB Server.	NO
SMB SIGNING OF SMB CLIENT	Shows the setting of the SMB Signing of SMB Client.	NO

NETWORK SETTING - SESSION - NETWARE SESSION

Function	Description	User
ENABLE BINDERY	Shows whether the bindery mode is enabled or disabled.	NO
ENABLE NDS	Shows whether the NDS mode is enabled or disabled.	NO

NETWORK SETTING - SESSION - NETWARE SESSION

Function	Description	User
CONTEXT	Shows the NDS context.	NO
TREE	Shows the NDS tree.	NO
PREFERRED FILE SERVER	Shows the name of the preferred file server.	NO

NETWORK SETTING - SESSION - BONJOUR SESSION

Function	Description	User
ENABLE BONJOUR	Shows whether Bonjour is enabled or disabled.	NO
LINK-LOCAL HOST NAME	Shows the link-local host name of this equipment for Bonjour.	NO
SERVICE NAME	Shows the service name of this equipment for Bonjour.	NO

NETWORK SETTING - SESSION - LLTD SESSION

Function	Description	User
ENABLE LLTD	Shows whether the LLTD (Link Layer Topology Discovery) protocol is enabled or disabled.	NO
DEVICE NAME	Shows the device name displayed on the Network Map.	NO

NETWORK SETTING - SESSION - SLP SESSION

Function	Description	User
ENABLE SLP	Shows whether SLP (Service Location Protocol) is enabled or disabled.	NO
TTL	Shows TTL (Time To Live, a scope in the network that provides SLP service).	NO
SCOPE	Shows the scope for specifying the groups that provide SLP services.	NO

NETWORK SETTING - NETWORK SERVICE - HTTP NETWORK SERVICE

Function	Description	User
ENABLE HTTP SERVER	Shows whether the HTTP network service is enabled or disabled.	NO
PRIMARY PORT NUMBER	Shows the primary port number for the HTTP network service.	NO
SECONDARY PORT NUMBER	Shows the secondary port number for the HTTP network service.	NO
ENABLE SSL	Shows whether the SSL for the HTTP network service is enabled or disabled.	NO
SSL PORT NUMBER	Shows the SSL port number for the HTTP network service.	NO

NETWORK SETTING - NETWORK SERVICE - SMTP CLIENT NETWORK SERVICE

Function	Description	User
ENABLE SMTP CLIENT	Shows whether the SMTP client is enabled or disabled.	NO
AUTHENTICATION	Shows whether SMTP authentication is enabled or disabled.	NO
POP BEFORE SMTP	Shows whether POP Before SMTP is enabled or disabled.	NO
SMTP SERVER ADDRESS	Shows the IP address of the SMTP server that has been assigned.	NO
LOGIN NAME	Shows the login name used for SMTP authentication.	NO
PORT NUMBER	Shows the port number to be used for sending an e-mail or Internet Fax to the SMTP server.	NO
ENABLE SSL	Shows whether the SSL for the SMTP client is enabled or disabled.	NO
SSL/TLS	Shows the protocol used for SSL.	NO

NETWORK SETTING - NETWORK SERVICE - SMTP SERVER NETWORK SERVICE

Function	Description	User
ENABLE SMTP SERVER	Shows whether the SMTP server is enabled or disabled.	NO
PORT NUMBER	Shows the port number to be used for receiving Internet Faxes using the SMTP protocol.	NO
ENABLE OFFRAMP GATEWAY	Shows whether the offramp gateway is enabled or disabled.	NO
ENABLE OFFRAMP SECURITY	Shows whether offramp security is enabled or disabled.	NO
ENABLE OFFRAMP PRINT	Shows whether offramp print is enabled or disabled.	NO
E-MAIL ADDRESS	Shows the e-mail address of this equipment if the SMTP server is enabled and it has been set.	NO

NETWORK SETTING - NETWORK SERVICE - IP SECURITY SERVICE

Function	Description	User
ENABLE IP SECURITY	Shows whether the IP security function is enabled or disabled.	NO
POLICY NAME	Shows the policy name used for the IP security function.	NO

NETWORK SETTING - NETWORK SERVICE - POP3 NETWORK SERVICE

Function	Description	User
ENABLE POP3 CLIENT	Shows whether the POP3 client is enabled or disabled.	NO

NETWORK SETTING - NETWORK SERVICE - POP3 NETWORK SERVICE

Function	Description	User
POP3 SERVER ADDRESS	Shows the IP address of the POP3 server if it has been assigned.	NO
AUTHENTICATION	Shows whether POP3 authentication is enabled or disabled.	NO
TYPE POP3 LOGIN	Shows the POP3 login type.	NO
ACCOUNT NAME	Shows the POP3 account name if it has been set.	NO
SCAN RATE	Shows the scan rate to check the POP3 server for new messages (in minutes).	NO
PORT NUMBER	Shows the port number to be used for accessing the POP3 server.	NO
ENABLE SSL	Shows whether the SSL for the POP3 network service is enabled or disabled.	NO
SSL PORT NUMBER	Shows the SSL port number to be used for accessing the POP3 server.	NO

NETWORK SETTING - NETWORK SERVICE - FTP CLIENT NETWORK SERVICE

Function	Description	User
SSL SETTING	Shows the status of the FTP SSL setting.	NO
DEFAULT PORT NUMBER	Shows the default port number to be used for saving a document to the network folder using FTP.	NO

NETWORK SETTING - NETWORK SERVICE - FTP SERVER NETWORK SERVICE

Function	Description	User
ENABLE FTP SERVER	Shows whether the FTP server service is enabled or disabled.	NO
DEFAULT PORT NUMBER	Shows the default port number to be used for receiving data using FTP.	NO
ENABLE SSL	Shows whether SSL for the FTP network service is enabled or disabled.	NO
SSL PORT NUMBER	Shows the SSL port number to be used for accessing the FTP server.	NO

NETWORK SETTING - NETWORK SERVICE - WEB SERVICES SETTING

Function	Description	User
ENABLE SSL	Shows whether SSL for Web Services is enabled or disabled.	NO
FRIENDLY NAME	Shows the display name of this equipment.	NO
WEB SERVICES PRINTER	Shows whether Web Service print is enabled or disabled.	NO
PRINTER NAME	Shows the printer name of this equipment.	NO

NETWORK SETTING - NETWORK SERVICE - WEB SERVICES SETTING

Function	Description	User
PRINTER INFORMATION	Shows the printer information of this equipment.	NO
WEB SERVICES SCANNER	Shows whether Web Service scan is enabled or disabled.	NO
SCANNER NAME	Shows the scanner name of this equipment.	NO
SCANNER INFORMATION	Shows the scanner information of this equipment.	NO
AUTHENTICATION FOR PC INITIATED SCAN	Shows the authentication setting when this equipment receives jobs.	NO

NETWORK SETTING - NETWORK SERVICE - SNMP NETWORK SERVICE

Function	Description	User
ENABLE SNMP	Shows whether SNMP is enabled or disabled.	NO
READ COMMUNITY	Shows the read community name.	NO
ENABLE SNMP V3	Shows whether the SNMP V3 is enabled or disabled.	NO
ENABLE SNMP V3 TRAP	Shows whether the SNMP V3 trap is enabled or disabled.	NO
ENABLE AUTHENTICATION TRAP	Shows whether the authentication trap is enabled or disabled.	NO
ENABLE ALERTS TRAP	Shows whether the alerts trap is enabled or disabled.	NO
IP TRAP ADDRESS1	Shows the IP address that has been set for IP trap address 1.	NO
IP TRAP COMMUNITY	Shows the IP Trap community name.	NO
IPX TRAP ADDRESS	Shows the IPX trap address.	NO

NETWORK SETTING - NETWORK SERVICE - SNTP SERVICE

Function	Description	User
ENABLE SNTP	Shows whether SNTP is enabled or disabled.	NO
PRIMARY SNTP ADDRESS	Shows the primary SNTP server address if it has been set.	NO
SECONDARY SNTP ADDRESS	Shows the secondary SNTP server address if it has been set.	NO
PORT NUMBER	Shows the port number to be used for accessing the SNTP server.	NO
SCAN RATE	Shows the scan rate to check the SNTP server for adjusting the time setting.	NO
NTP AUTHENTICATION	Shows whether the NTP authentication is enabled or disabled.	NO

NETWORK SETTING - NETWORK SERVICE - TELNET SERVICE

Function	Description	User
ENABLE TELNET	Shows whether the TELNET service is enabled or disabled.	NO
PORT NUMBER	Shows the port number to be used for the TELNET service.	NO
USER NAME	Shows the user name for the TELNET service.	NO

NETWORK SETTING - NETWORK SERVICE - FILTERING

Function	Description	User
ENABLE IP FILTERING	Shows whether the IP filtering is enabled or disabled.	NO
ENABLE MAC ADDRESS FILTERING	Shows whether the MAC address filtering is enabled or disabled.	NO

NETWORK SETTING - PRINT SERVICE SETTING - RAW TCP PRINT

Function	Description	User
ENABLE RAW TCP	Shows whether Raw TCP printing is enabled or disabled.	NO
PORT NUMBER	Shows the port number to be used for Raw TCP printing.	NO

NETWORK SETTING - PRINT SERVICE SETTING - LPD PRINT

Function	Description	User
ENABLE LPD	Shows whether LPR printing is enabled or disabled.	NO
PORT NUMBER	Shows the port number to be used for LPR printing.	NO
BANNERS	Shows whether a banner will be printed for each LPR print job.	NO

NETWORK SETTING - PRINT SERVICE SETTING - IPP PRINT

Function	Description	User
ENABLE IPP	Shows whether IPP printing is enabled or disabled.	NO
ENABLE PORT80	Shows whether Port80 is used for IPP printing.	NO
PORT NUMBER	Shows the port number to be used for IPP printing.	NO
URL	Shows the URL for IPP printing.	NO
AUTHENTICATION	Shows whether the authentication for IPP printing is enabled or disabled.	NO
USER NAME	Shows the user name for authentication.	NO
ENABLE SSL	Shows whether SSL for IPP printing is enabled or disabled.	NO

NETWORK SETTING - PRINT SERVICE SETTING - IPP PRINT

Function	Description	User
SSL PORT NUMBER	Shows the SSL port number to be used for IPP printing.	NO
SSL URL	Shows the SSL URL for IPP printing.	NO

NETWORK SETTING - PRINT SERVICE SETTING - FTP PRINT

Function	Description	User
ENABLE FTP PRINT	Shows whether FTP printing is enabled or disabled.	NO
PRINT USER NAME	Shows the user name for FTP printing.	NO
PRINT PASSWORD	Shows the password for FTP printing.	NO

NETWORK SETTING - PRINT SERVICE SETTING - NETWARE PRINT

Function	Description	User
PRINT SERVER NAME	Shows the print server name of this equipment.	NO
PASSWORD	Shows the password for the NetWare file server.	NO
PRINT QUEUE SCAN RATE	Shows how often the equipment scans the queue on NetWare file server (in second).	NO

NETWORK SETTING - PRINT SERVICE SETTING - E-MAIL PRINT

Function	Description	User
ENABLE PRINT HEADER	Shows whether the header will be printed or not for e-mail printing.	NO
ENABLE PRINT MESSAGE BODY	Shows whether the message body will be printed or not for e-mail printing.	NO
MAXIMUM E-MAIL BODY PRINT	Shows the maximum number of pages to print the body strings of the received e-mail print job.	NO
ENABLE PRINT E-MAIL ERROR	Shows whether an e-mail error report will be printed or not.	NO
ENABLE E-MAIL ERROR FORWARD	Shows whether an e-mail error message will be sent or not.	NO
E-MAIL ERROR TRANSFER ADDRESS	Shows the e-mail address to which an e-mail error message will be sent if it is to be set.	NO
ENABLE PARTIAL E-MAIL	Shows whether the equipment allows printing an e-mail job that is partially received.	NO
PARTIAL WAIT TIME	Shows how long the equipment will wait to receive data for a partial e-mail job before printing (in seconds).	NO
MDN REPLY	Shows whether MDN Reply is enabled or disabled.	NO

PRINT DATA CONVERTER

Function	Description	User
ENABLE PRINT DATA CONVERTER	Shows whether the Print Data Converter is enabled or disabled.	NO

OFF DEVICE CUSTOMIZATION ARCHITECTURE

Function	Description	User
ENABLE PORT	Shows whether the port is enabled or disabled.	NO
PORT NUMBER	Shows the port number.	NO
ENABLE SSL	Shows whether SSL is enabled or disabled.	NO
SSL PORT NUMBER	Shows the SSL port number.	NO
SESSION TIMEOUT	Shows the session timeout period.	NO

SECURITY SETTING - AUTHENTICATION - DEPARTMENT SETTING

Function	Description	User
ENABLE DEPARTMENT CODE	Shows whether the department code management is enabled or disabled.	NO
DEPARTMENT CODE (COPY)	Shows whether the department code management (copy) is enabled or disabled.	NO
DEPARTMENT CODE (FAX)	Shows whether the department code management (fax) is enabled or disabled.	NO
DEPARTMENT CODE (PRINT)	Shows whether the department code management (print) is enabled or disabled.	NO
DEPARTMENT CODE (SCAN)	Shows whether the department code management (scan) is enabled or disabled.	NO
DEPARTMENT CODE (LIST)	Shows whether the department code management (list) is enabled or disabled.	NO
USER FUNCTIONS	Shows the user function setting of the department code.	NO
REQUIRE DEPARTMENT NUMBER IN USER REGISTRATION	Shows whether the department number is required or not for user registration.	NO
INVALID DEPARTMENT CODE PRINT JOB	Shows the handling method for invalid print jobs.	NO

SECURITY SETTING - AUTHENTICATION - USER AUTHENTICATION SETTING

Function	Description	User
ENABLE USER AUTHENTICATION	Shows whether the user authentication is enabled or disabled.	NO
USER AUTHENTICATION (COPY)	Shows whether the user authentication (copy) is enabled or disabled.	NO
USER AUTHENTICATION (FAX)	Shows whether the user authentication (fax) is enabled or disabled.	NO
USER AUTHENTICATION (PRINT)	Shows whether the user authentication (print) is enabled or disabled.	NO

SECURITY SETTING - AUTHENTICATION - USER AUTHENTICATION SETTING

Function	Description	User
USER AUTHENTICATION (SCAN)	Shows whether the user authentication (scan) is enabled or disabled.	NO
USER AUTHENTICATION (LIST)	Shows whether the user authentication (list) is enabled or disabled.	NO
USER FUNCTIONS	Shows the user function setting of the user authentication.	NO
AUTHENTICATION METHOD FOR ADMIN	Shows the authentication method for administrator.	NO
AUTHENTICATION FAILED PRINT JOB	Shows the handling method for print jobs of when the authentication failed.	NO
AUTO RELEASE ON LOGON	Shows whether the Auto Release on Logon function is enabled or disabled.	NO
ENABLE GUEST USER	Shows whether or not operations by guest users are accepted.	NO
AUTHENTICATION TYPE	Shows the authentication type.	NO

SECURITY SETTING - AUTHENTICATION - EMAIL AUTHENTICATION SETTING

Function	Description	User
EMAIL AUTHENTICATION	Shows whether the E-mail authentication is enabled or disabled.	NO

SECURITY SETTING - AUTHENTICATION - EMAIL ADDRESS SETTING

Function	Description	User
FROM ADDRESS SETTING	Shows the sender address setting.	NO
FROM NAME	Shows the sender's name setting.	NO
RESTRICTION SETTING FOR DESTINATION	Shows the restriction setting for destination.	NO

SECURITY SETTING - AUTHENTICATION - SINGLE SIGN ON SETTING

Function	Description	User
SINGLE SIGN ON FOR SCAN TO EMAIL	Shows whether the Single Sign ON function for Scan to E-mail is enabled or disabled.	NO

SECURITY SETTING - AUTHENTICATION - HOME DIRECTORY SETTING

Function	Description	User
ENABLE HOME DIRECTORY	Shows whether the home directory is enabled or disabled.	NO
HOME DIRECTORY SERVER	Shows the home directory server to be used.	NO

SECURITY SETTING - CERTIFICATE MANAGEMENT

Function	Description	User
DEVICE CERTIFICATES	Shows the device certificate type.	NO

SECURITY SETTING - PASSWORD POLICY - POLICY FOR USERS

Function	Description	User
MINIMUM PASSWORD LENGTH	Shows the minimum password length to be allowed.	NO
REQUIREMENTS FOR APPLY	Shows the characters to be prohibited.	NO
LOCKOUT SETTING	Shows whether the lockout setting is enabled or disabled.	NO
NUMBER OF RETRY	Shows the number of retry for entering the password.	NO
LOCKOUT TIME	Shows the lockout time (minute).	NO
AVAILABLE PERIOD	Shows whether the password valid period setting is enabled or disabled.	NO
EXPIRATION DAY (S)	Shows the password valid period (day).	NO

SECURITY SETTING - PASSWORD POLICY - POLICY FOR ADMINISTRATOR, AUDITOR

Function	Description	User
MINIMUM PASSWORD LENGTH	Shows the minimum password length to be allowed.	NO
REQUIREMENTS FOR APPLY	Shows the characters to be prohibited.	NO
LOCKOUT SETTING	Shows whether the lockout setting is enabled or disabled.	NO
NUMBER OF RETRY	Shows the number of retry for entering the password.	NO
LOCKOUT TIME	Shows the lockout time (minute).	NO
AVAILABLE PERIOD	Shows whether the password valid period setting is enabled or disabled.	NO
EXPIRATION DAY (S)	Shows the password valid period (day).	NO

SECURITY SETTING - PASSWORD POLICY - POLICY FOR E-FILING, TEMPLATE GROUPS, TEMPLATES, SECURE PDF, SNMP V3, CLONING, SECURE RECEIVE

Function	Description	User
MINIMUM PASSWORD LENGTH	Shows the minimum password length to be allowed.	NO
REQUIREMENTS FOR APPLY	Shows the characters to be prohibited.	NO
LOCKOUT SETTING	Shows whether the lockout setting is enabled or disabled.	NO
NUMBER OF RETRY	Shows the number of retry for entering the password.	NO
LOCKOUT TIME	Shows the lockout time (minute).	NO

■ PS3 font list

Output example of the PS3 Font List

■ PCL font list

Output example of the PCL Font List


```
XXXXXXX          XXXXXXXXXXXXXX              Page:1
                Internal PCL Font List
 0   Courier                        The quick brown fox jumps over the lazy dog
 1   CG-Times                       The quick brown fox jumps over the lazy dog
 2   CG-Times Bold                  The quick brown fox jumps over the lazy dog
 3   CG-Times Italic                The quick brown fox jumps over the lazy dog
 4   CG-Times Bold Italic           The quick brown fox jumps over the lazy dog
 5   CG Omega                       The quick brown fox jumps over the lazy dog
 6   CG Omega Bold                  The quick brown fox jumps over the lazy dog
 7   CG Omega Italic                The quick brown fox jumps over the lazy dog
 8   CG Omega Bold Italic           The quick brown fox jumps over the lazy dog
 9   Coronet                        The quick brown fox jumps over the lazy dog
10   Clarendon Condensed            The quick brown fox jumps over the lazy dog
11   Univers Medium                 The quick brown fox jumps over the lazy dog
12   Univers Bold                   The quick brown fox jumps over the lazy dog
13   Univers Italic                 The quick brown fox jumps over the lazy dog
14   Univers Bold Italic            The quick brown fox jumps over the lazy dog
15   Univers Medium Condensed       The quick brown fox jumps over the lazy dog
16   Univers Condensed Bold         The quick brown fox jumps over the lazy dog
17   Univers Medium Condensed Italic The quick brown fox jumps over the lazy dog
18   Univers Condensed Bold Italic  The quick brown fox jumps over the lazy dog
19   Antique Olive                  The quick brown fox jumps over the lazy dog
20   Antique Olive Bold             The quick brown fox jumps over the lazy dog
21   Antique Olive Italic           The quick brown fox jumps over the lazy dog
22   Garamond Antiqua               The quick brown fox jumps over the lazy dog
23   Garamond Halbfett              The quick brown fox jumps over the lazy dog
24   Garamond Kursiv                The quick brown fox jumps over the lazy dog
25   Garamond Kursiv Halbfett       The quick brown fox jumps over the lazy dog
26   Marigold                       The quick brown fox jumps over the lazy dog
27   Albertus Medium                The quick brown fox jumps over the lazy dog
28   Albertus Extra Bold            The quick brown fox jumps over the lazy dog
29   Arial                          The quick brown fox jumps over the lazy dog
30   Arial Bold                     The quick brown fox jumps over the lazy dog
31   Arial Italic                   The quick brown fox jumps over the lazy dog
32   Arial Bold Italic              The quick brown fox jumps over the lazy dog
33   Times New Roman                The quick brown fox jumps over the lazy dog
34   Times New Roman Bold           The quick brown fox jumps over the lazy dog
35   Times New Roman Italic         The quick brown fox jumps over the lazy dog
36   Times New Roman Bold Italic    The quick brown fox jumps over the lazy dog
37   Helvetica                      The quick brown fox jumps over the lazy dog
38   Helvetica-Bold                 The quick brown fox jumps over the lazy dog
39   Helvetica-Oblique              The quick brown fox jumps over the lazy dog
40   Helvetica-BoldOblique          The quick brown fox jumps over the lazy dog
41   Helvetica-Narrow               The quick brown fox jumps over the lazy dog
42   Helvetica-Narrow-Bold          The quick brown fox jumps over the l
43   Helvetica-Narrow-Oblique       The quick brown fox jum
44   Helvetica-Narrow-BoldOblique   The quick b
45   Palatino-Roman
46   Palatino-Bold
```

INDEX

FC-5540C/6540C/6550C
FC-2040C/2540C/3040C/3540C/4540C
DP-2095/2530/3020/3590/4590/5010
DP-5560/6560/7560/8560
FC-2050C/2550C
FC-2555C/3055C/3555C/4555C/5055C
DP-3030
DP-3031
FC-5560C/6560C/6570C
DP-2072/2572/3072/3572/4572/5072
DP-5570/6570/7570/8570
OME120016G0

**MULTIFUNCTIONAL DIGITAL COLOR SYSTEMS /
MULTIFUNCTIONAL DIGITAL SYSTEMS**
MFP Management Guide

TOSHIBA TEC CORPORATION

1-11-1, OSAKI, SHINAGAWA-KU, TOKYO, 141-8562, JAPAN

QUALITY SERVICE