



KONICA MINOLTA

The essentials of imaging

# **bizhub PRO** **1200/1051**

---

## Operation Quick Guide



- Chapter 1: Preparation for Use
- Chapter 2: Copy Operation
- Chapter 3: Print Operation
- Chapter 4: Scanning Operation
- Chapter 5: Troubleshooting
- Chapter 6: Appendix



## Introduction

Thank you very much for purchasing the bizhub PRO 1200/1051.

This Quick Guide describes how to operate to use the convenient function used most frequently among functions of this product.

For the details of other functions and explanations, please refer to the User's Guide, respectively.



### Reminder

- To use this machine safely, please read through the User's Guide (Copier) about the safety information and operating instruction on this machine.

## Copyright

Copyright © 2010 SOFHA GmbH, Germany.

Copyright © 2010 Konica Minolta Business Technologies, Inc., All rights reserved.

KONICA MINOLTA, KONICA MINOLTA logo, and the essentials of imaging are registered trademarks of KONICA MINOLTA HOLDINGS, INC..

bizhub, bizhub PRO and PageScope are trademarks of KONICA MINOLTA BUSINESS TECHNOLOGIES, INC..

SOFHA is a registered trademarks of SOFHA GmbH Corporation in the United States, in the Japan and in other countries.

Citrix, MetaFrame, MetaFrameXP and Citrix Presentation Server™ are registered trademarks or trademarks of Citrix Systems, Inc. in the United States and in other countries.

Microsoft and Windows are registered trademarks of Microsoft Corporation in the United States and in other countries.

Apple, Macintosh and Mac are registered trademarks or trademarks of Apple Computer.Inc.

Adobe, Adobe Logo, Acrobat, Acrobat Logo, PostScript and PostScript Logo are registered trademarks or trademarks of Adobe Systems, Inc. in the United States and in other countries.

Other company names and product names used in this User's Guide are the registered trademarks or trademarks of their respective companies.

- KONICA MINOLTA BUSINESS TECHNOLOGIES, INC. and SOFHA GmbH will have no liability for any influences caused by using the printing system and this User's Guide.
- Information written in this User's Guide is subject to change without notice.
- A part or all of this User's Guide may not be used or copied without permission.
- KONICA MINOLTA BUSINESS TECHNOLOGIES, INC. or SOFHA GmbH maintains the copyright of this printer driver.



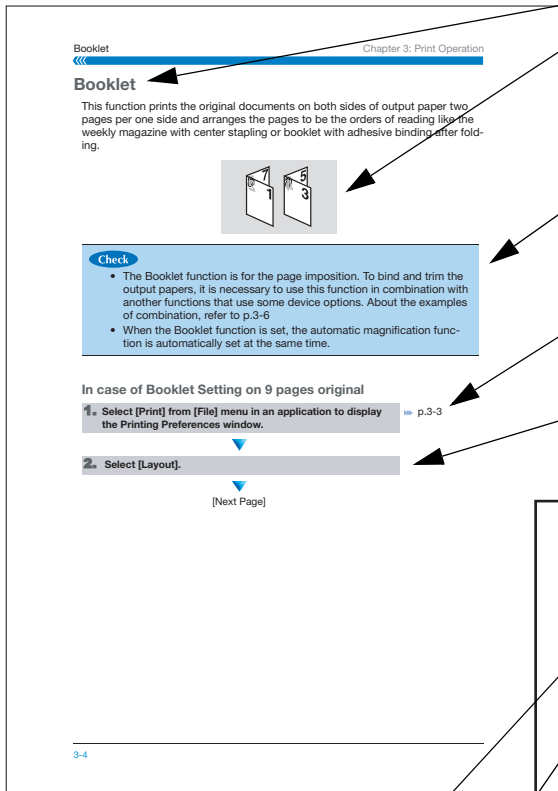
## Table of contents

<b>Introduction</b> .....	<b>i</b>
<b>How to use this manual</b> .....	<b>iv</b>
<b>Composition of User's Guide</b> .....	<b>v</b>
<b>A convenient function to use well</b> .....	<b>vii</b>
<b>Booklet</b> .....	<b>vii</b>
<b>Folding Function</b> .....	<b>vii</b>
<b>Tab paper Outputting</b> .....	<b>vii</b>
<b>Perfect binding</b> .....	<b>viii</b>
<b>Per Page Settings</b> .....	<b>viii</b>
<b>Scan to E-Mail</b> .....	<b>viii</b>
<b>Scan to SMB</b> .....	<b>viii</b>
<b>Chapter 1:Preparation for Use</b> .....	<b>1-1</b>
<b>Turning On/Off the Power Switch</b> .....	<b>1-2</b>
To Turn On the Power .....	1-2
To Turn Off the Power .....	1-4
<b>Set the Paper to the tray</b> .....	<b>1-6</b>
About paper .....	1-6
About paper weight and paper type .....	1-6
Paper size and sheet .....	1-7
Loading Paper (Tray 1 and 2) .....	1-8
Loading Paper (PF-702) .....	1-9
Loading Paper (PF-703/PI-PFU) .....	1-10
<b>Paper Setting</b> .....	<b>1-11</b>
Before setting .....	1-11
Register Paper Setting .....	1-12
Set Paper Size, Paper Conditions and Air Assist Setting For a Tray .....	1-14
<b>Installing of the printer driver</b> .....	<b>1-18</b>
Installing the printer driver .....	1-18
Update the device information .....	1-21
<b>Chapter 2:Copy Operation</b> .....	<b>2-1</b>
<b>Booklet function</b> .....	<b>2-2</b>
In case of Booklet Setting on 9 pages original .....	2-2
Combination Examples .....	2-5
<b>Fold Function</b> .....	<b>2-7</b>
Z-Fold Setting .....	2-8
Multi Half Fold Setting .....	2-10
Multi Tri-Fold Setting .....	2-12
Combination Examples .....	2-14
<b>Tab Paper</b> .....	<b>2-15</b>
In case of Tab Paper copying .....	2-15
In case of Tab Paper inserting per 10 pages .....	2-17
Combination Examples .....	2-20
<b>Perfect Binding</b> .....	<b>2-21</b>
Prefect Binding Setting .....	2-22
Combination Examples .....	2-25
<b>Chapter 3:Print Operation</b> .....	<b>3-1</b>
<b>About the Printer Driver</b> .....	<b>3-2</b>

<b>Printing Preference window</b> .....	<b>3-3</b>
To display Printing Preference window .....	3-3
<b>Booklet</b> .....	<b>3-4</b>
In case of Booklet Setting on 9 pages original .....	3-4
Combination Examples .....	3-6
<b>Fold Function</b> .....	<b>3-8</b>
Fold Setting .....	3-10
Combination Examples .....	3-11
<b>Tab Paper</b> .....	<b>3-12</b>
In case of Tab Paper inserting per 10 pages .....	3-12
Combination Examples .....	3-14
<b>Per Page Settings</b> .....	<b>3-15</b>
Per Page Settings .....	3-15
<b>Perfect Binding</b> .....	<b>3-17</b>
Perfect Binding Setting .....	3-18
Combination Examples .....	3-21
<b>Chapter 4:Scanning Operation</b> .....	<b>4-1</b>
<b>About the Network Scanner</b> .....	<b>4-2</b>
<b>Scan to E-mail</b> .....	<b>4-3</b>
Transmit the scanned data with E-mail .....	4-3
<b>Scan to SMB</b> .....	<b>4-5</b>
Transmit the scanned data to SMB Server .....	4-5
<b>Chapter 5:Troubleshooting</b> .....	<b>5-1</b>
<b>Adding Toner</b> .....	<b>5-2</b>
<b>Clearing Mishandled Paper</b> .....	<b>5-6</b>
<b>Avoiding Moire</b> .....	<b>5-8</b>
<b>Using ToneCurve Utility</b> .....	<b>5-9</b>
<b>Both Sides Adjust</b> .....	<b>5-12</b>
[Both Sides Adj.] Setting .....	5-12
[Chart Adjustment] Setting .....	5-13
<b>Finisher Adjustment</b> .....	<b>5-17</b>
[Paper Width Adjustment] Setting .....	5-18
<b>How to troubleshoot</b> .....	<b>5-21</b>
Network connection .....	5-21
About other trouble .....	5-22
<b>Chapter 6:Appendix</b> .....	<b>6-1</b>
<b>About the network setting of this machine</b> .....	<b>6-2</b>
TCP/IP Setting .....	6-2
SMB Setting .....	6-4
E-Mail Setting .....	6-6
<b>SMB folder</b> .....	<b>6-8</b>
Create the Shared Folder .....	6-8
<b>Paper Weight Conversion Chart</b> .....	<b>6-9</b>
<b>Specification of the options</b> .....	<b>6-10</b>



# How to use this manual



You can understand the operation purpose and the function image by the title and illustration.

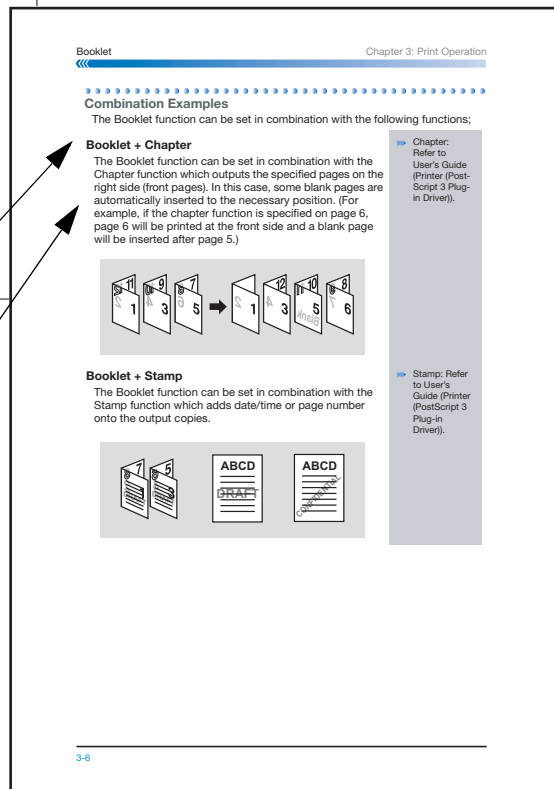
Describes matters you should check before the operation.

Indicates the pages to refer for details.

Describes procedures of operations with the flow chart.

Describes convenient functions in combination.

Describes additional explanations as help for your understanding.



## MEMO

- This page does not exist in the document.



## Composition of User's Guide

This machine is provided with the following user's guides.

### **User's Guide - Copier (Printed matters), (User's Guide CD)**

This guide describes an outline of the machine and copy operations.

Please refer to this guide for safety information, turning on/off the machine, paper supply, dealing with machine trouble such as paper jam, and copy operation available on the machine.

### **User's Guide - POD Administrator's Reference (Printed matters), (User's Guide CD)**

This guide provides you with detailed information about the machine management and how to customize the machine according to your daily use.

Please refer to this guide for a setup and management of the machine including registration of copy paper, tray setting, and a network setup.

### **User's Guide - Security (Printed matters), (User's Guide CD)**

This guide describes the security functions.

Please refer to this guide for how to use the Enhanced Security mode, and for detailed machine operation in Enhanced Security mode.

### **User's Guide - Network Scanner (Printed matters), (User's Guide CD)**

This guide describes the operation of the network scanner function equipped for the machine as standard.

Please refer to this guide for full information on reading data or storing data (Scan to HDD, Scan to E-mail, Scan to FTP, Scan to SMB).

### **Trademarks/Copyrights (User's Guide CD)**

This guide describes trademarks, licenses and copyrights concerning this machine. Be sure to read this guide before using the machine.

### **User's Guide - Printer (User's Guide CD)**

This guide describes the operation of the printer function equipped for the machine.

Please refer to this guide for how to use PCL driver, Adobe PS driver and Page-Scope Web Connection in user mode.

### **User's Guide - Printer (PostScript3 Plug-in Driver) (User's Guide CD)**

This guide describes the operation of the printer function equipped for the machine as standard.

Please refer to this guide for how to use Plug-in driver in user mode.



### **Operation Quick Guide <This book> (Printed matters)**

The descriptions given in this guide are excerpts from the operation section of frequently used functions.

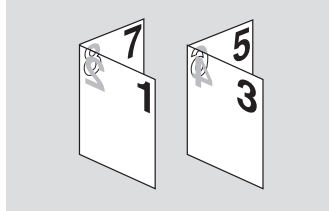
Please refer to this guide for quick comprehension of various features available on the machine.

To operate safely, be sure to read "Section 1: Precautions for Installation and Use" in User's Guide - Copier before using the machine.

## A convenient function to use well

### Booklet

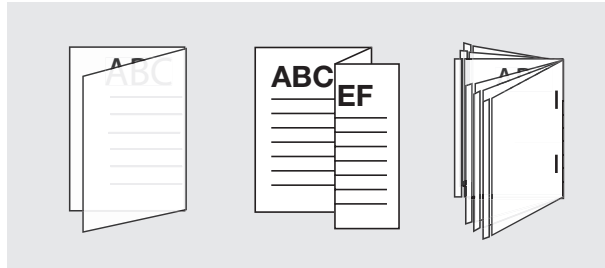
Prints output paper so that they become a book when they are folded in two.



- »» Copy: p.2-2
- »» Printer: p.3-4

### Folding Function

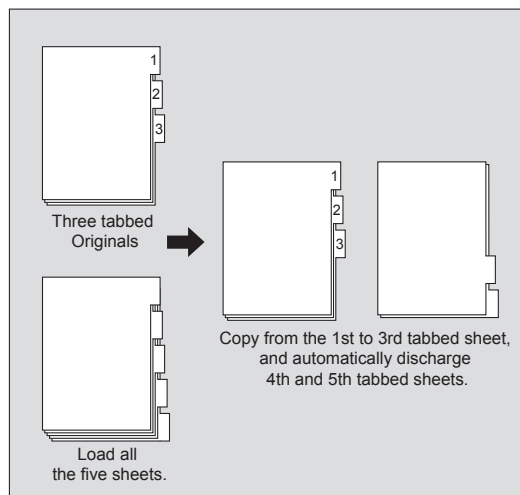
You can specify how to fold output papers.



- »» Copy: p.2-7
- »» Printer: p.3-8

### Tab paper Outputting

You can copy the Tab paper and insert those.

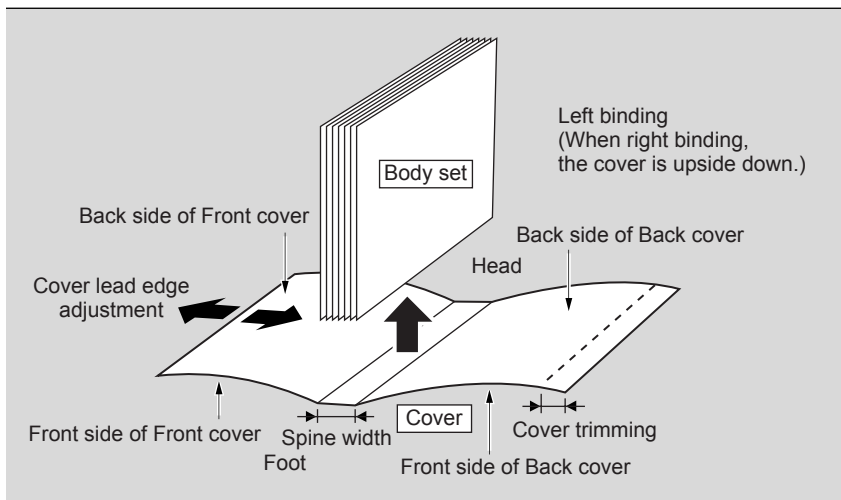


- »» Copy: p.2-15
- »» Printer: p.3-12



## Perfect binding

You can set the perfect binding to the output papers.



- » Copy: p.2-21
- » Printer: p.3-17

## Per Page Settings

You can set output settings per page.

- » Printer: p.3-15

## Scan to E-Mail

You can transmit the scanned data as the attached file for the E-mail.

- » Scanner: p.4-3

## Scan to SMB

You can transmit the scanned data to the SMB Server.

- » Scanner: p.4-5

# Chapter 1: Preparation for Use

This chapter describes the preparation for use of this machine.

Turning On/Off the Power Switch .....	1-2
Set the Paper to the tray.....	1-6
Paper Setting .....	1-11
Installing of the printer driver.....	1-18



## Turning On/Off the Power Switch

The machine has two power switches, namely, main power switch and sub power switch.

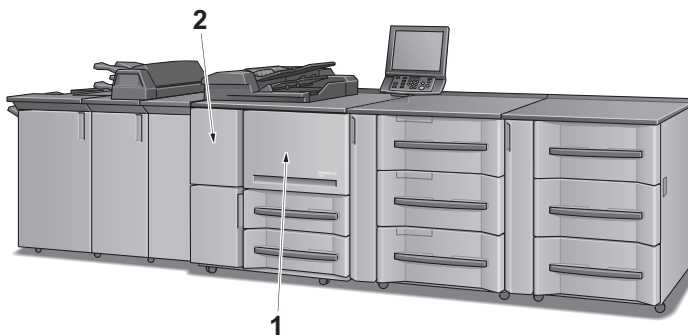
### Check

- Usually, keep the main power switch being turned on. Be sure not to turn off the main power switch in usual operation excluding the following cases;  
When you change the network settings.  
When the Service Call Screen is displayed.

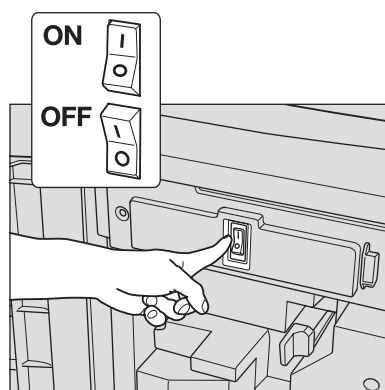


### To Turn On the Power

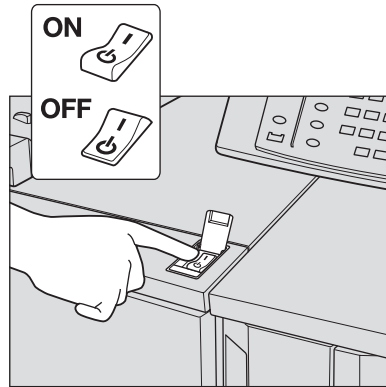
- 1. Open the front door and left side door to reach it.**



- 2. Turn ON the main power switch.**



[Next Page]

**3. Turn ON the sub power switch.**

- The Wake-up Screen and the Warm-up Screen will be displayed.
- It takes 8 minutes at maximum to warm up.

**MEMO**

- You can set reserve jobs while the machine is warming up.
- When the machine becomes available, the message, “Ready to Print” on the Machine Status Screen or “Ready to Copy” on the Copy Screen, will be displayed.

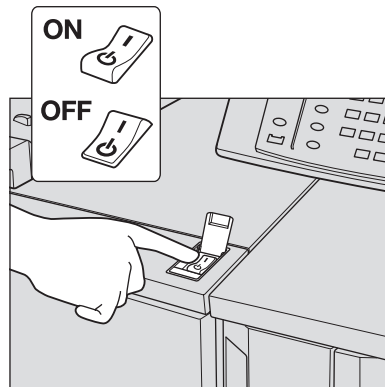


## To Turn Off the Power

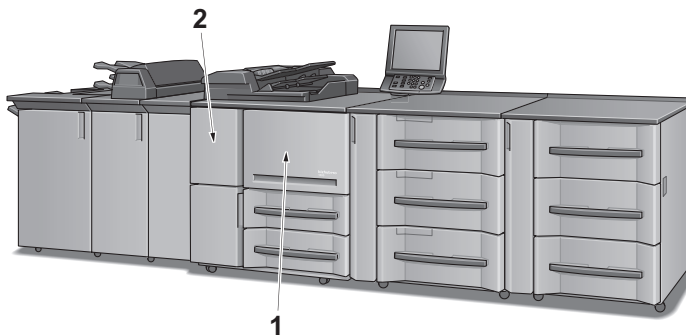
### Check

- Turning off the sub power switch will deactivate the Weekly Timer function.
- Turn off the main power switch after the message “Cooling in progress After cooling, Power off automatically” disappears.

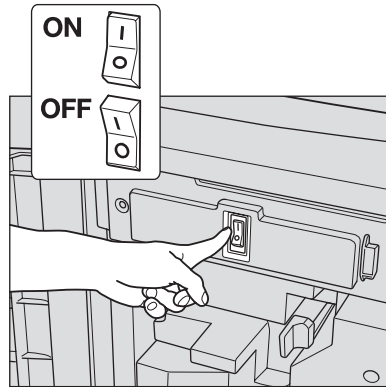
#### 1. Turn OFF the sub power switch.



#### 2. Confirm that the touch panel displays nothing, open the front door and left side door.



[Next Page]

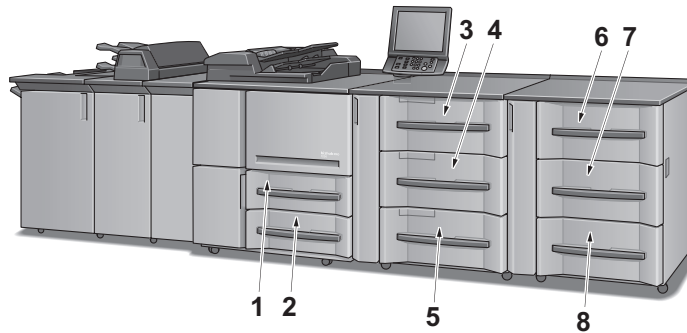
**3. Turn OFF the main power switch.****MEMO**

- When turning the main power switch off then on, be sure to wait 10 seconds or longer before turning it on again; otherwise the machine may not operate properly.

## Set the Paper to the tray

### About paper

This machine is equipped with the following trays for loading copy paper.



- Tray 1 and 2 (Main body trays)
- Tray 3, 4, 5, 6, 7 and 8 (Paper Feeding Unit PF-702/Paper Feeding Unit with Suction Feeding System PF-703)

### About paper weight and paper type

Device Options:

Paper type	Main body tray	Paper Feeding Unit PF-702		Paper Feeding Unit with Suction Feeding System PF-703	
	Tray 1, 2	Tray 3, 5, 6, 8	Tray 4, 7	Tray 3, 5, 6, 8	Tray 4, 7
	Paper Weight 40g/m <sup>2</sup> - 244g/m <sup>2</sup>	Paper Weight 40g/m <sup>2</sup> - 300g/m <sup>2</sup>	Paper Weight 40g/m <sup>2</sup> - 350g/m <sup>2</sup>	Paper Weight 40g/m <sup>2</sup> - 300g/m <sup>2</sup>	Paper Weight 40g/m <sup>2</sup> - 350g/m <sup>2</sup>
Coat	○*	○*		○	
PrePrinted	✕	○*		○	
Fine	○	○		○	
Plain	○	○		○	
Book/News, Embossed	▲ 216g/m <sup>2</sup> or less	▲ 216g/m <sup>2</sup> or less		▲ 216g/m <sup>2</sup> or less	
Blank Insert	○	○		○	

\* Some paper types are not feedable. For details, please contact your service representative.

**MEMO**

- About the device options, refer to "Chapter 6: Appendix".
- To convert g/m<sup>2</sup> to lb, refer to the conversion table (p.6-9).



## Paper size and sheet

Device Options:

Device option	Sheet	Paper size
Main body tray	1,500 sheets (80g/m <sup>2</sup> ) for each tray	Min.: 182 x 139 mm Max.: 324 x 463 mm
Paper Feeding Unit PF -702	2,000 sheets (80g/m <sup>2</sup> ) for each tray	Min.: 95 x 139 mm Max.: 324 x 463 mm
Paper Feeding Unit with Suction Feeding System PF -703	Tray 3, 6: 1,300 sheets (80g/m <sup>2</sup> ) Tray 4, 5, 7, 8: 1,850 sheets (80g/m <sup>2</sup> )	Min.: 95 x 133 mm Max.: 324 x 463 mm

**MEMO**

- About the device options, refer to "Chapter 6: Appendix".
- To convert g/m<sup>2</sup> to lb, refer to the conversion table (p.6-9).



## Loading Paper (Tray 1 and 2)

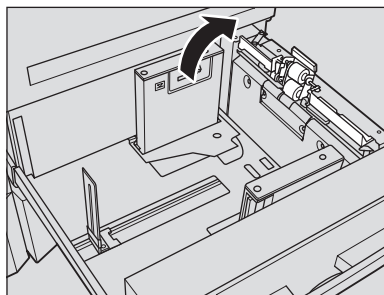
### Check

- Be sure that the machine is powered ON before withdrawing the tray.
- Only one tray can be withdrawn at a time.

#### 1. Withdraw the tray to be supplied with paper.

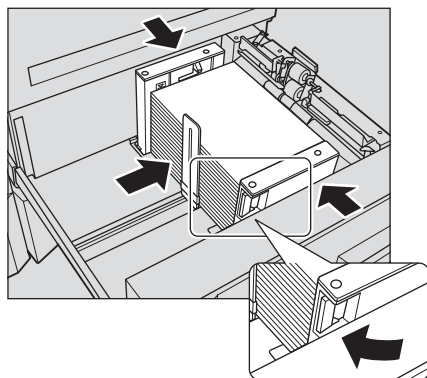


#### 2. Open the feed roller.





#### 3. Place paper on the tray with any curl turning up, then move the side guide plates and rear edge guide to the edge of the paper.

- Load paper with print side face down in the tray aligning it to the feed roller side of the tray.  
Press the lock release lever of the front side guide to move the side guides, and also move the rear guide to the edge of the paper.



#### 4. Push in the tray until it locks into place.

- The indicator  on the Machine Status Screen or Copy Screen will change to .

## Loading Paper (PF-702)

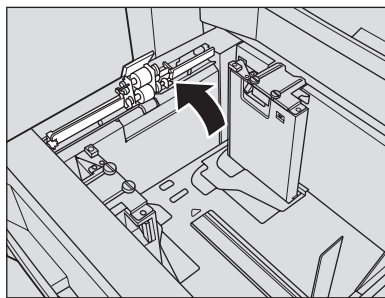
### Check

- Be sure that the machine is powered ON before withdrawing the tray.
- Only one tray can be withdrawn at a time.

#### 1. Withdraw the tray to be supplied with paper.

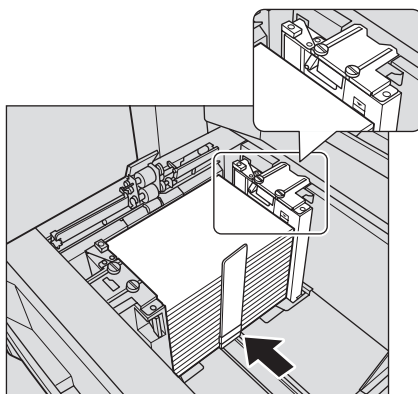


#### 2. Open the feed roller.





#### 3. Place paper on the tray with any curl turning up, then move the side guide plates and the rear edge guide to the edge of the paper.

- Load paper with print side face up in the tray aligning it to the paper feed roller side of the tray.  
Press the lock release lever of the front side guide to move the side guides, and also move the rear edge guide to the edge of the paper.



#### 4. Push in the tray until it locks into place.

- The indicator  on the Machine Status Screen or Copy Screen will change to .



## Loading Paper (PF-703/PI-PFU)

### Check

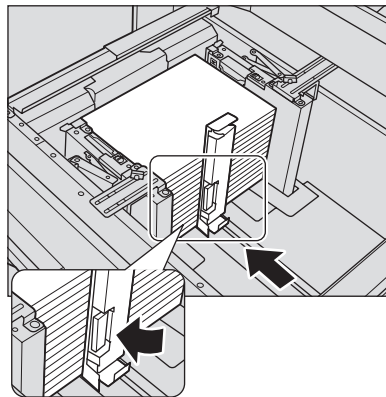
- Be sure that the machine is powered ON before withdrawing the tray.
- Only one tray can be withdrawn at a time.

### 1. Withdraw the tray to be supplied with paper.





### 2. Place paper on the tray with any curl turning up, then move the rear edge guide to the edge of the paper.

- Load paper face up in the tray aligning it to the left side of the tray. Press the release levers of the side guide and rear edge guide to move the guides to the edges of the paper.



### 3. Push in the tray until it locks into place.

- The indicator  on the Machine Status Screen or Copy Screen will change to .

### MEMO

- The paper can be supplied the tray which is not used for the current copying or printing.
- When [Scan stop by pulling out tray] is ON and you open the other tray while scanning the document, the message “Please insert the tray” appears on the touch panel. In this case, close the tray and confirm that the message “Press Start button to restart of printing” appears on the touch panel. Then press the start button to restart of copying or scanning.
- About how to adjust the knob to fix the side guide plate, refer to the User’s Guide (Copier).

## Paper Setting

The paper information can be set to the machine.



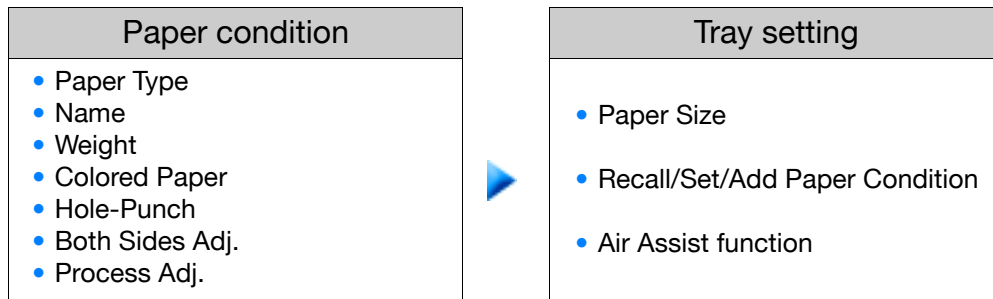
### Before setting

This machine has two function of paper setting. One function is to register “Paper conditions” and the other is “Tray setting”.

The paper conditions which would be specified often can be registered to the machine by “Paper conditions” function.

The paper size, paper conditions and air assist setting can be set per tray by “Tray setting” function.

In addition, temporary paper conditions can be set per tray by “Tray setting” function. The temporary paper conditions can be registered. It is convenient for the paper conditions used often to be registered to the machine beforehand.



### Check

- You can register 256 paper conditions at maximum.

Register Paper Setting

According to the paper type used often, the Paper Setting can be set.

Check

- The Paper Size is set by “Tray setting” function, not by “Paper Setting” function.

1. Touch [Paper Setting Reg./Del.] on the [MACHINE] screen.



2. Select the button to register.



3. Touch [Add/Edit].

[Next Page]

4. According to your need, set [Paper Type], [Name], [Weight], [Colored Paper], [Hole-Punch], [Both Sides Adj.], and [Process Adj.].



5. Touch [OK].

#### MEMO

- About the operations of “Both Sides Adj.” with the chart outputting, refer to Both Sides Adjust (p.5-12).
- By the “Process Adj.”, “Transfer Offset Adj.” and “Pressures Power Setting” can be set. About the setting values, please contact your service representative.

## Set Paper Size, Paper Conditions and Air Assist Setting For a Tray

The paper size, paper conditions and air assist setting can be set per tray by “Tray setting” function.

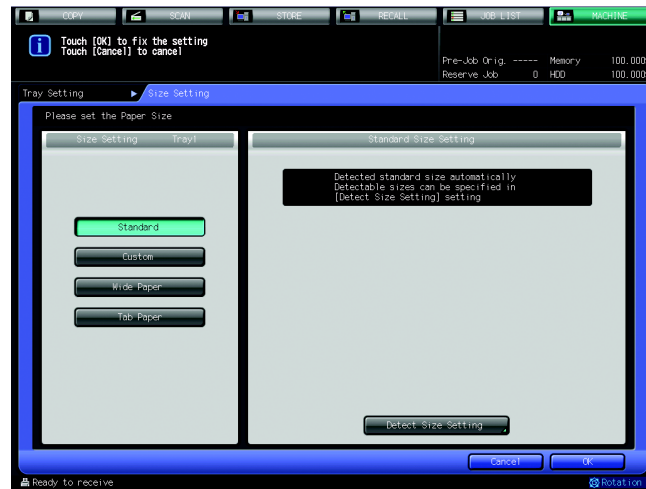
### Check

- The Paper Size is set by “Tray setting” function, not by “Paper conditions” function.
- In case of main body trays or Paper Feeding Unit PF-702, usually, the Air Assist function is set to [Auto]. According to the paper type or paper weight to use, it is necessary to change it to [ON] or [OFF].
- In case of Paper Feeding Unit with Suction Feeding System PF-703 or PI-PFU, usually, the Air Assist function is set to [Auto]. According to the paper type or paper weight to use, it is necessary to change it to [Manual].

### 1. Touch [Tray Setting] on the [MACHINE] screen.



[Next Page]

**2. Select the tray button to set.****3. Touch [Change Set] for Paper Size.****4. Set the Paper Size and touch [OK].**

- In case of using the registered paper conditions: Go to Step 5

[Next Page]

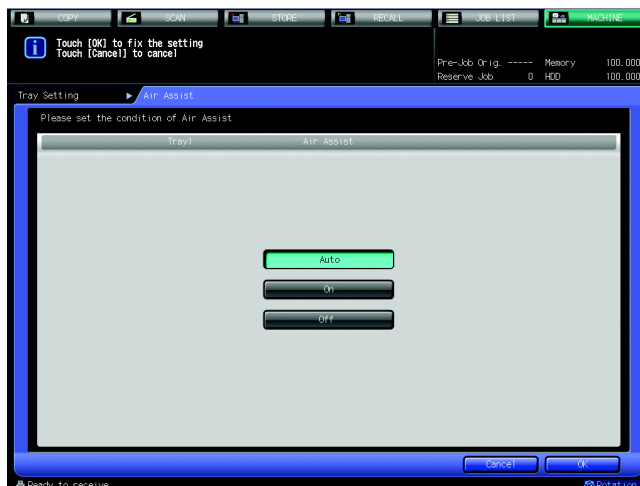
- In case of setting for temporary paper conditions: Go to Step 6

[Next Page]

**5. Touch [Recall].****6. Touch [Change Set] at the right of [Recall].**

- Go to Step 7

- Go to Step 8

**7. Select the Paper Conditions and touch [OK].****8. Edit the Paper Conditions and touch [OK].****9. If necessary, touch [Change Set] for Air Assist.****10. Set the condition of the Air Assist.****11. Touch [OK] on the Tray Setting screen.****MEMO**

- The Paper Name cannot be changed on settings for temporary paper conditions. The temporary paper conditions also can be registered by using [Register].

- The Air Assist function assists the paper feed by air blowing. It is available on unstable paper feeding.



## Installing of the printer driver

This machine can be used as the printer by installing printer driver to your computer from the contained Driver CD-ROM in this product.

This product has the following printer drivers. Install the driver if necessary.

- PS Plug-in driver for Windows/Mac OS
- PCL driver for Windows
- PS PPD driver for Windows/Mac OS

### Compliant OS

The printer drivers of this product support the following operation systems.

- Windows 2000/XP/Vista/7
- Windows Server 2003/Server 2008
- Mac OS X v10.3 - v10.5



### Installing the printer driver

In this guide, the installing procedures using the installer for the PS Plug-in and for the PCL driver are described.

For the details of the procedures for the PCL driver and the procedures for other drivers, refer to the User's Guide (Printer).

For the details of the procedures for the PS Plug-in driver, refer to the User's Guide (Printer (PostScript3 Plug-in Driver)).

#### Check

- The network settings are necessary to this machine for use as the printer. About the network settings, refer to p.6-2.
- Before installing, prepare the contained Driver CD-ROM in this product.
- The installing by the system administrator or the printer administrator who has the required permissions is recommended.

## Installing the PS Plug-in driver

1. Insert the Driver CD-ROM into the CD-ROM tray of your computer.
2. Select [Printer Install] and then select [PS].
3. Select [PS Plugin Driver] and then select [En].
4. Click [Next].



5. According to the wizard, proceed with installing hereafter.
6. After completing installation, update the device information. ▶▶ p.1-21



## Installing the PCL driver

**1. Insert the Driver CD-ROM into the CD-ROM tray of your computer.**



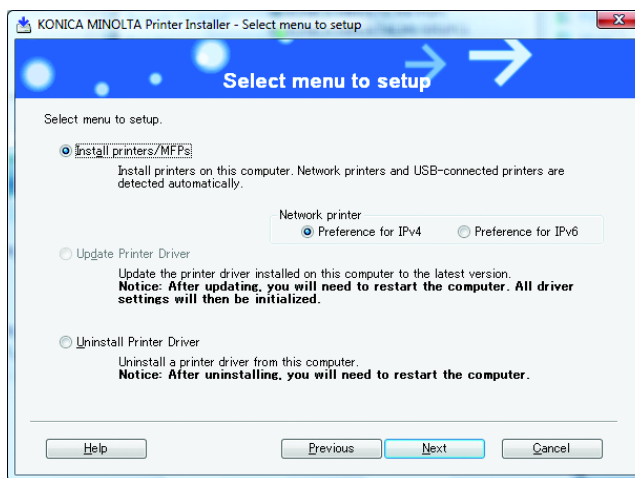
**2. Select [Printer Install] - [PCL].**



**3. Check the “Installation License Agreement” and click [AGREE].**



**4. Select [Install printers/MFPs] and click [Next].**



**5. According to the wizard, proceed with installing hereafter.**



**6. After completing installation, update the device information.**

» p.1-21

## Update the device information

After completing installation of the printer driver, it is recommended to update the device information on the driver.

### Check

- Without updating the device information, the corresponded functions of the device cannot be used.
- This section describes in the case of Windows Vista. For the other operation systems, refer to the guide of the operation system respectively.

### In case of PS Plug-in driver

1. Select [Start] - [Control Panel].



2. Select [Hardware and Sound].



3. Select [Printers].



4. Right-click the printer icon you want to set, select [Properties].



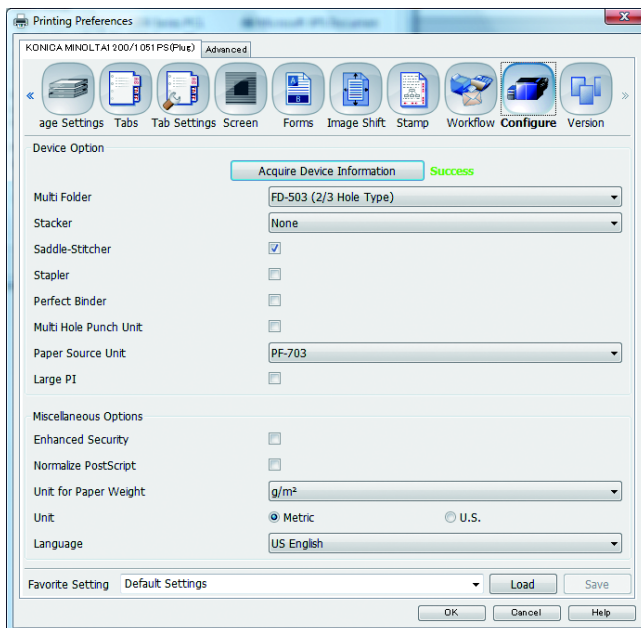
5. Confirm that [General] tab is displayed, click [Printing Preferences].



6. Click  and click [Configure].



[Next Page]

**7. Click [Acquire Device Information].**

- Device information is acquired from the main body. If it cannot be acquired from the main body, check the network settings.

▶▶▶ p.6-2

**8. Click [OK] to close Printing Preferences window.****9. Click [OK] to close Properties window.**

## In case of PCL driver

1. Select [Start] - [Control Panel].



2. Select [Hardware and Sound].



3. Select [Printers].



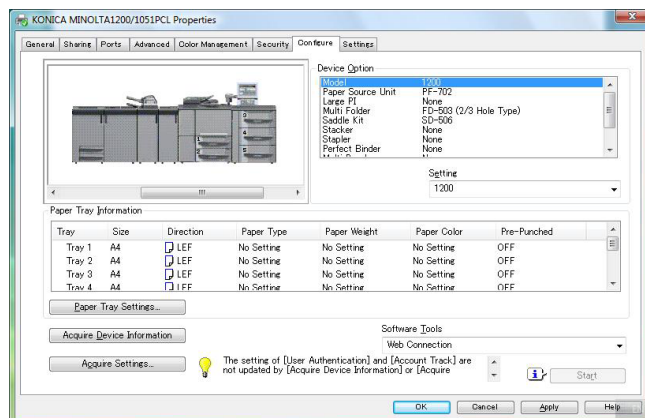
4. Right-click the printer icon you want to set, select [Properties].



5. Click [Configure].



6. Click [Acquire Device Information].



- Device information is acquired from the main body. If it cannot be acquired from the main body, check the network settings.



» p.6-2

7. Specify the device option from [Device Option] field.



8. Click [OK] to close Properties window.



# Chapter 2: Copy Operation

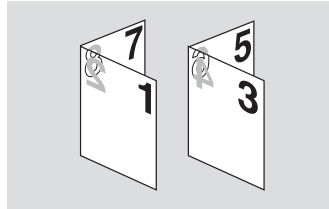
This chapter describes the copy function used often.

<b>Booklet function .....</b>	<b>2-2</b>
<b>Fold Function .....</b>	<b>2-7</b>
<b>Tab Paper .....</b>	<b>2-15</b>
<b>Perfect Binding .....</b>	<b>2-21</b>



## Booklet function

This function copies the original documents on both sides of output paper two pages per one side and arranges the pages to be the orders of reading like the weekly magazine with center stapling or booklet with adhesive binding after folding.



### Check

- The Booklet function is for the page imposition. To bind and trim the output papers, it is necessary to use this function in combination with another functions that use some device options. About the examples of combination, refer to p.2-5.
- When the Booklet function is set, the automatic magnification function is automatically set at the same time.



### In case of Booklet Setting on 9 pages original

**1. Load copy paper.**

» p.1-8



**2. Touch [Application] on the Copy Screen.**

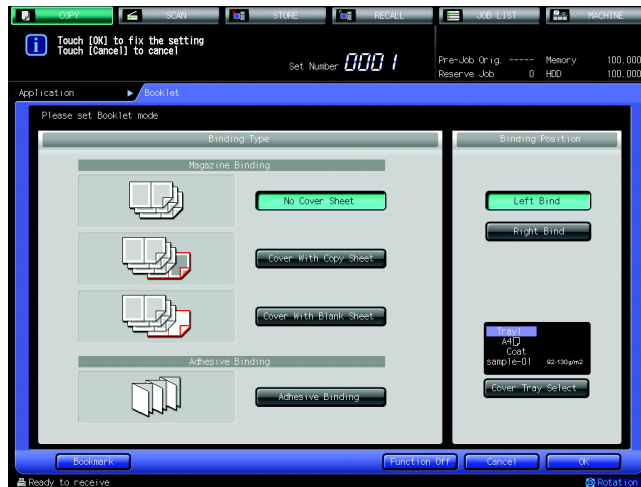


**3. Touch [Booklet].**



[Next Page]

#### 4. Touch the desired Booklet mode key and touch [OK].



#### 5. If necessary, set the another function of Application that you use in combination with this function.

▶▶ p.2-5

#### 6. Touch [OK] to close Application screen.

#### 7. If necessary, set the another function of Output Setting that you use in combination with this function.

▶▶ p.2-5

#### 8. Select the tray in which you loaded copy paper in step 1.

#### 9. Select [2->2] or [1->2] in accordance with the original document.

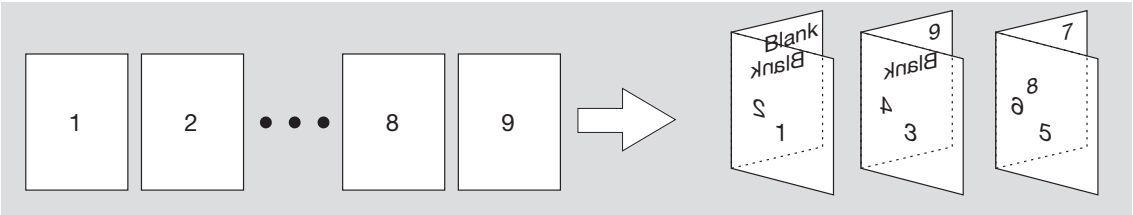


#### 10. Set the originals and press [Start].



**MEMO**

- The blank pages of the number of which the original pages is insufficient to the multiple of 4 is automatically inserted in the end of the booklet.

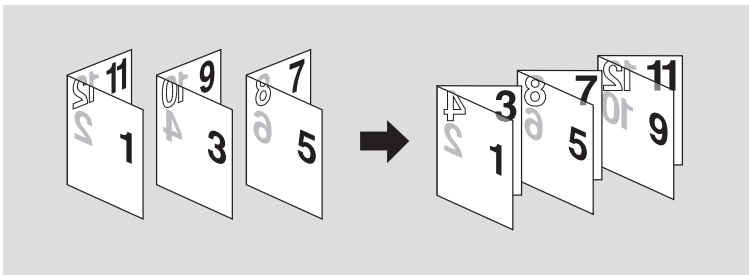


## Combination Examples

The Booklet function can be set in combination with the following functions;

### Booklet + Adhesive Binding

When the optional Folding Unit (FD-503) is installed, the Booklet function can be set in combination with the Adhesive Binding function which outputs 4 pages per one sheet (both sides) and folds. In this case, you can pile the folded output papers and bind the folding side with adhesive.

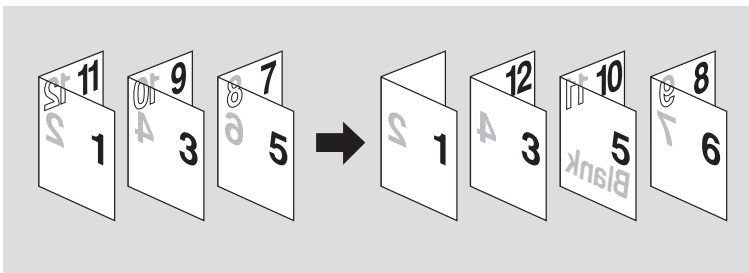


» Adhesive Binding: Refer to User's Guide (Copier).

» Option: p.6-10

### Booklet + Chapter

The Booklet function can be set in combination with the Chapter function which outputs the specified pages on the right side (front pages). In this case, some blank pages are automatically inserted to the necessary position. (For example, if the chapter function is specified on page 6, page 6 will be printed at the front side and a blank page will be inserted after page 5.)

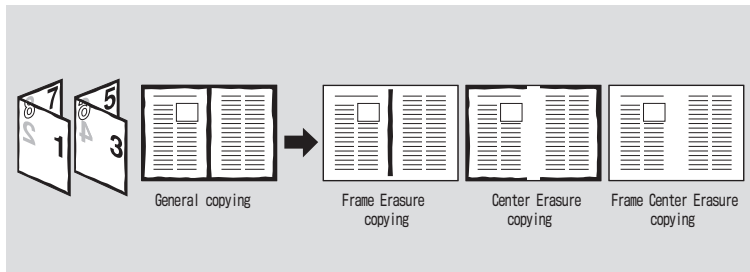


» Chapter: Refer to User's Guide (Copier).



### Booklet + Frame Center Erase

The Booklet function can be set in combination with the Frame Center Erasure function which erases border shadow or folding shadow (at the center).



»» Frame Center Erase: Refer to User's Guide (Copier).

### Booklet + Stamp/Overlay

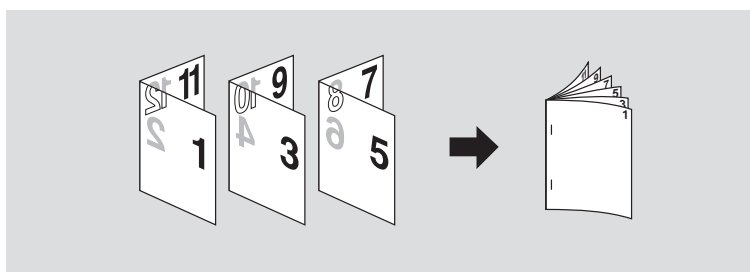
The Booklet function can be set in combination with the Stamp/Overlay function which adds image watermarks or text watermarks onto the output copies.



»» Stamp/Overlay: Refer to User's Guide (Copier).

### Booklet + Fold & Staple (Trimming) /Multi Half Fold (Trimming)

When the optional Saddle Stitch Unit (SD-506) is installed, the Booklet function can be set in combination with the Fold & Staple/Multi Half Fold function. In this case, trimming function is also available.



»» Fold & Staple: Refer to User's Guide (Copier).

»» Multi Half Fold (Trimming): p.2-10.

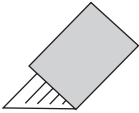
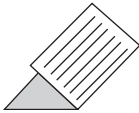

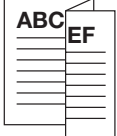
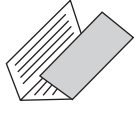
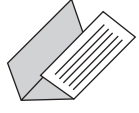
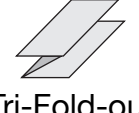

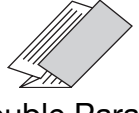

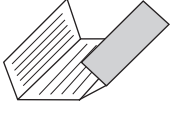
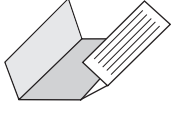
»» Option: p.6-10

**MEMO**

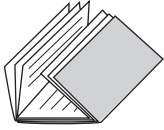
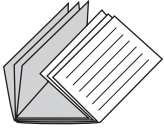



- The Adhesive Binding function can be not used in combination with the Perfect Binding function.

## Fold Function

When the optional Folding Unit FD-503 or the optional Saddle Stitch Unit SD-506 is installed, the following Fold function can be set.

Fold		Device Option	
 Half Fold (Inside Print)	 Half Fold (Outside Print)		Folding Unit FD-503
 Z-Fold			
 Tri-Fold-in (Inside Print)	 Tri-Fold-in (Outside Print)		
 Tri-Fold-out (Inside Print)	 Tri-Fold-out (Outside Print)		
 Double Parallel (Inside Print)	 Double Parallel (Outside Print)		
 Gate (Inside Print)	 Gate (Outside Print)		



Fold		Device Option	
 Multi Tri-Fold (Inside Print)	 Multi Tri-Fold (Outside Print)	 Saddle Stitch Unit SD-506	
 Multi Half Fold (Trimming)	 Multi Half Fold (Non Trimming)		

**MEMO**

- About the Paper Weight of the device options, refer to "Chapter 6: Appendix".



**Z-Fold Setting**

**1. Touch [Output Setting] on the Copy Screen.**



**2. Touch [Fold].**



[Next Page]

### 3. Select [Z-Fold] and touch [OK].



### 4. If necessary, set the another function of Output Setting that you use in combination with this function.

▶▶ p.2-14

### 5. Touch [OK] to close the Output Setting screen.

### 6. If necessary, set the another function of Application that you use in combination with this function.

▶▶ p.2-14

### 7. Set the originals and press [Start].



## Multi Half Fold Setting

**1. Touch [Output Setting] on the Copy Screen.**



**2. Touch [Multi Half].**



**3. Select [Trimming] or [Non Trimming] and touch [OK].**



**4. If necessary, set the another function of Output Setting that you use in combination with this function.** ➤ p.2-14



**5. Touch [OK] to close the Output Setting screen.**



[Next Page]

**6. If necessary, set the another function of Application that you use in combination with this function.**

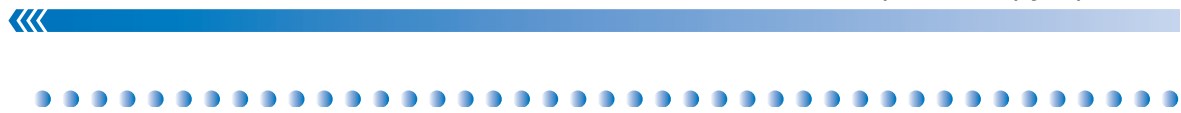
▶▶▶ p.2-14



**7. Withdraw the Saddle stitch unit tray.**



**8. Set the originals and press [Start].**



## Multi Tri-Fold Setting

**1. Touch [Output Setting] on the Copy Screen.**



**2. Touch [Multi 3-Fold].**



**3. Select [Outside Print] or [Inside Print] and touch [OK].**



**4. If necessary, set the another function of Output Setting that you use in combination with this function.** ▶▶ p.2-14



**5. Touch [OK] to close the Output Setting screen.**



[Next Page]

**6. If necessary, set the another function of Application that you use in combination with this function.**

▶▶ p.2-14



**7. Set the originals and press [Start].**



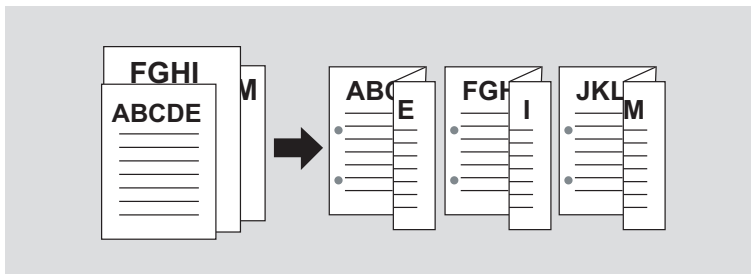
## Combination Examples

The Fold function can be set in combination with the following functions;

### Z-Fold + Mixed + Staple/Punch

The Fold function can be set in combination with the Mixed function which copies originals (from ADF) of different sizes to the one paper size with automatic magnification function. It also can be set in combination with the Hole-Punch function which makes punch holes on the output papers.

When the optional Staple Finisher FS-521 is installed, the Fold function can be set in combination with the Staple function which makes stapling on the output papers.

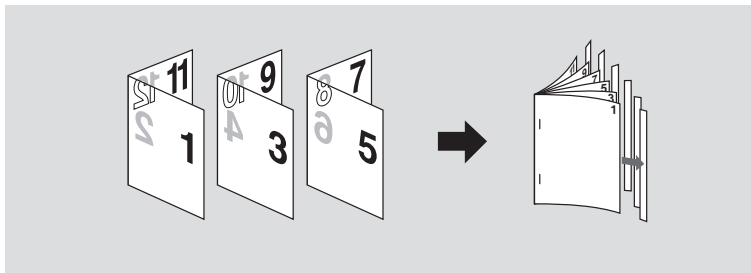


» Mixed, Staple, Hole-Punch: Refer to User's Guide (Copier).

» Option: p.6-10

### Multi Half Fold (Trimming) + Booklet

The Fold function can be set in combination with the Booklet function. The Booklet function copies the original documents on both sides of output paper two pages per one side and arranges the pages to be the orders of reading like the weekly magazine with center stapling or booklet with adhesive binding after folding.

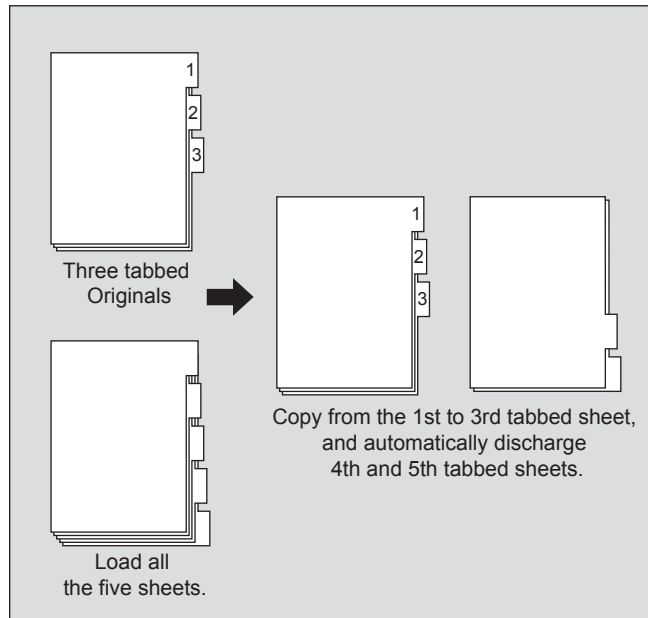


» Booklet: p.2-2

## Tab Paper

The Tab paper specified in the Original setting can be copied as whole including the tab parts to the Tab paper loaded in the paper feed tray.

In addition, the Tab paper loaded in the paper feed tray can be inserted to the specified pages.



### Check

- Refer to “User’s Guide (Copier)” for more detailed information on how to set a “tab paper”.

### In case of Tab Paper copying

**1. Place the tab paper on the tray.**

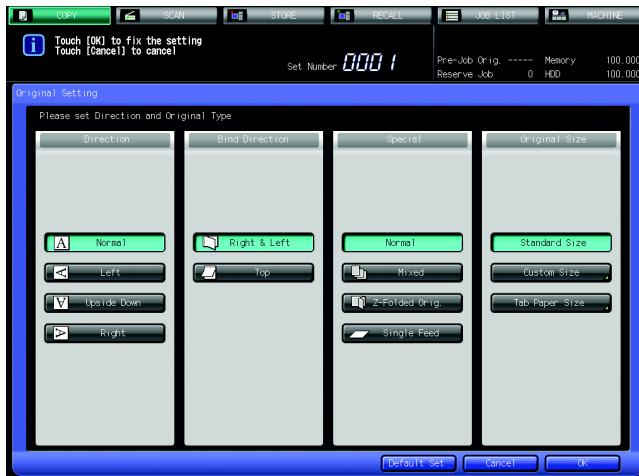


**2. Touch [Original Setting] on Copy Screen.**



[Next Page]

**3. Touch [Tab Paper Size].**



**4. Touch the desired size key and touch [OK].**



**5. If necessary, set the another function of Output Setting that you use in combination with this function.** ➤ p.2-20

**6. Touch [OK] to close the original setting screen.**

**7. If necessary, set the another function of Application that you use in combination with this function.**

**8. Set the originals and press [Start].**

## In case of Tab Paper inserting per 10 pages

### Check

- The tab part cannot be copied on inserting.
- You can print only the one side of the Tab papers to insert.

1. Place the tab paper on the tray.



2. Touch [Application] on Copy Screen.



3. Touch [Insert Sheet].



4. Touch [Change set] for Insert Sheet.



[Next Page]

**5. Select the tray button in which the Tab paper loaded in.**



**6. Select [Print] or [Blank] as required.**

- If [Print] is selected, [Duplex] cannot be selected.

**7. Touch [Insert Page Setting].**

**8. Enter the positions of insert pages (ex: "1, 10, 20, 30") and touch [Fix].**



**9. Touch [OK] to close the Insert Page Setting screen.**

**10. Touch [OK] to close the Insert Sheet Setting screen.**

[Next Page]

**11.** If necessary, set the another function of Output Setting that you use in combination with this function. ▶▶ p.2-20



**12.** Touch [OK] to close the original setting screen.



**13.** If necessary, set the another function of Application that you use in combination with this function. ▶▶ p.2-20



**14.** Set the originals and press [Start].

#### MEMO

- The copied Tab paper can be set to the paper feed tray.
- If you specify the multiple pages to insert, separate page numbers with commas. If you want to insert the “Insert Sheet” within a consecutive page, input a hyphen (-) between the desired pages.

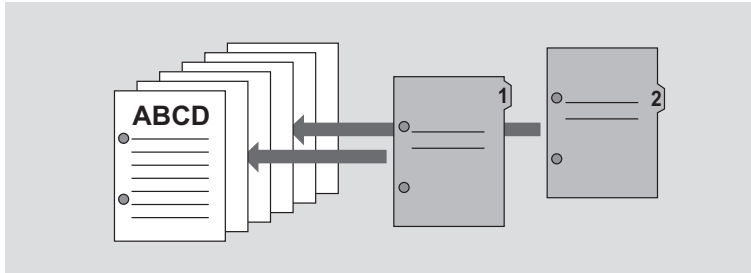


## Combination Examples

The Tab paper can be set in combination with the following functions;

### Tab Paper + Insert Sheet + Hole-Punch

When the optional Folding Unit FD-503 is installed, the Hole-Punch function can make punch holes on the Tab papers and the inserted sheets.

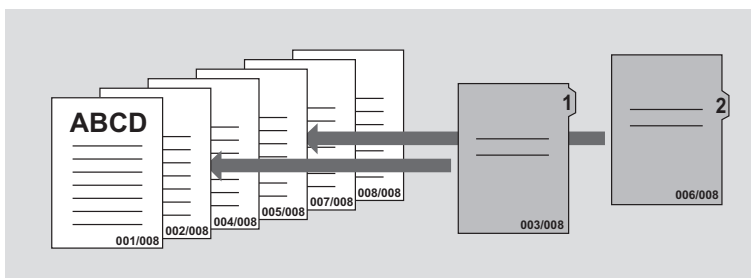


- When you print to the Tab papers to insert, the tab parts cannot be printed. In this case, place the Tab papers printed on the tab part in the paper feed trays.

### Tab Paper + Set Numbering

The Set Numbering (Stamp) function outputs the set numbers on the output papers including the inserted Tab paper.

The inserted position of set numbers can be set in the Utility Mode.



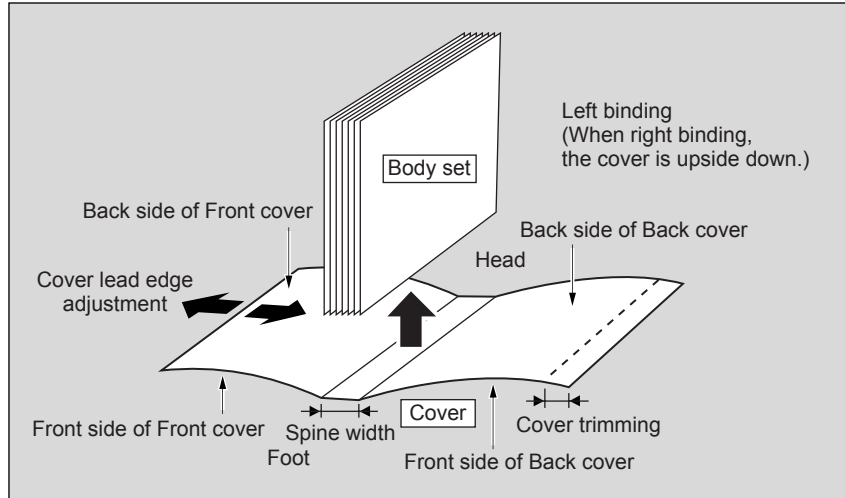
» Hole-Punch: Refer to User's Guide (Copier).

» Option: p.6-10

» Stamp: Refer to User's Guide (Copier).

## Perfect Binding

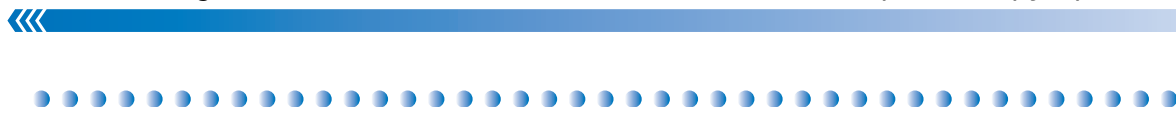
When the optional Perfect Binder (PB-502/PB-503) is installed, the copied set can be automatically wrapped with cover sheet and bound with adhesive at the spine as a perfect binding book.



Binding		Options	
	Perfect Binding		Perfect Binder PB-502
			Perfect Binder PB-503

### Check

- It is recommended to turn on the heater of Perfect Binder since it requires approximately 20 minutes for warming up.
- As a trial, to output one copy and confirm the width of spine to specify is recommended.



## Perfect Binding Setting

**1. Place the paper (Body Set/Cover) on the tray.** ▶▶ p.1-8



**2. Select the tray loaded with paper for body sets, and change the paper setting as required.** ▶▶ p.1-11



**3. Touch [Output Setting] - [Perfect Bind].**



**4. Touch [Change Set] for Cover Tray and select the tray loaded with covers.**



**5. If necessary, touch [Change Paper Setting] and change the paper setting.**



[Next Page]

- 6.** If necessary, set [Cover Print], [Cover Trimming], [Bind Direction], [Spine Width] and [Fine Adjustment]. ▶▶ p.2-24
- ▼
- 7.** Touch [OK].
- ▼
- [Next Page]
- 8.** If necessary, set the another function of Output Setting that you use in combination with this function. ▶▶ p.2-25
- ▼
- 9.** Touch [OK] to close the Output Setting screen.
- ▼
- 10.** If necessary, set the another function of Application that you use in combination with this function. ▶▶ p.2-25
- ▼
- 11.** Set the originals and press [Start].

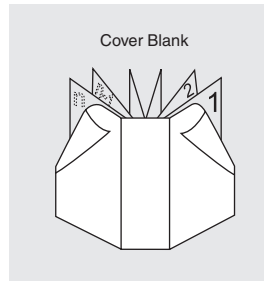


## Perfect Binding - Cover Page

### Cover Blank Mode

This is used when the perfect binding is employed with no printing made on the cover sheet. The original set in the Cover Tray is handled as a cover sheet.

Ex.: When using Cover Blank for the perfect binding.

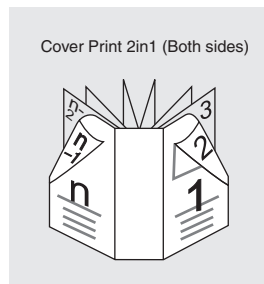


### Cover Print 2 in 1 Mode

For the front cover, the first page and the last page (n page) of the originals are made as 2in1, and the second page up to the last page but one (n - 1 page) are printed as the body of documents with no printing made on the spine for perfect binding.

And it is necessary to set in advance the width of the spine to the paper thickness. The setting can be made in units of 0.1 mm with the setting range between 1 to 30 mm.

Ex.: When using "Cover Print 2in1" for the perfect binding.



### MEMO

- The use of PI Tray and Perfect Binder Cover Tray is not available for "Cover Print 2in1".

### Cover Trimming

Turn it [ON] when you cut out the cover of Perfect Binding.

### Spine Width

A setting is made for the width of Spine.

### Cover Print Side

Select [Duplex] when you want to make the cover of Perfect Binding double-sided.

### Cover Tray

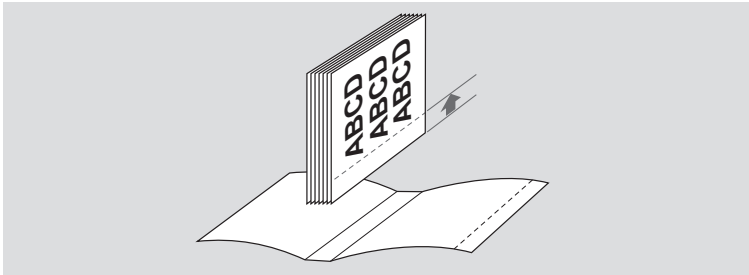
Select the tray.

## Combination Examples

The Perfect Binding function can be set in combination with the following functions;

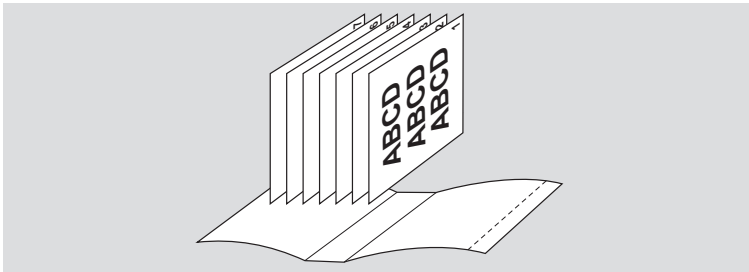
### Perfect Binding + Page Margin

The Perfect Binding function can be set in combination with the Page Margin function which creates a new binding margin by shrinking and moving the copy images. This combination is useful to set the binding margin to the side of the Body set spine.



### Perfect Binding + Page No.

The Perfect Binding function can be set in combination with the Page No. (Stamp) function outputs the page numbers on the output papers.



» Page Margin: Refer to User's Guide (Copier).

» Stamp: Refer to User's Guide (Copier).



# Chapter 3: Print Operation

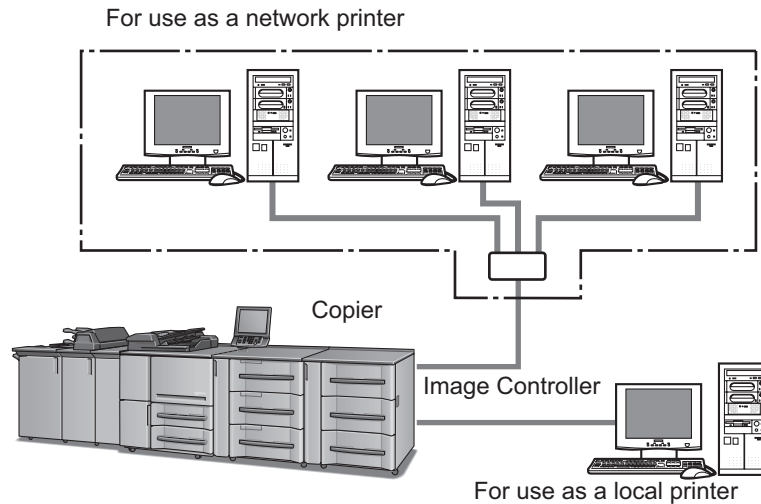
This chapter describes the operations to use this machine as the printer using the PS Plug-in Driver.

About the Printer Driver .....	3-2
Printing Preference window .....	3-3
Booklet .....	3-4
Fold Function .....	3-8
Tab Paper .....	3-12
Per Page Settings .....	3-15
Perfect Binding .....	3-17



## About the Printer Driver

We describe the printer functions used often when this machine is used as the printer with the PS Plug-in Driver.



### Check

- The network settings are necessary to this machine for use as the printer. About the network settings, refer to "Chapter 6: Appendix". For details, contact your network administrator.

### MEMO

- About the installing the Printer Driver, refer to Installing of the printer driver (p.1-18).
- For the details of the printer driver, refer to the User's Guide (Printer (PostScript3 Plug-in Driver)).

## Printing Preference window

The Printing Preference window is displayed by using the printing command of the applications in which the original documents are created.

### Check

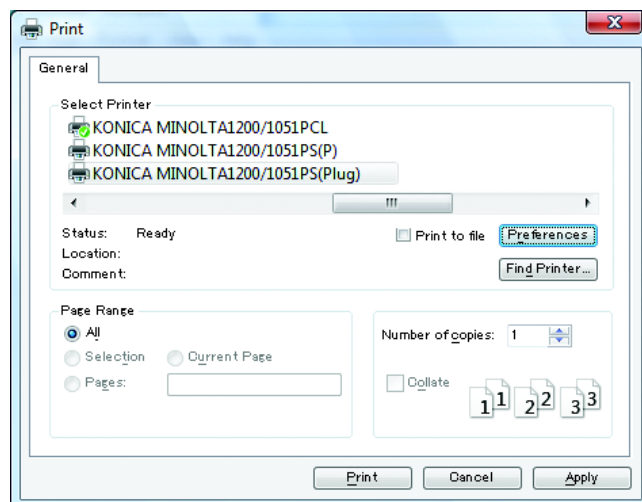
- Command name may be different depending on the application. The procedures described in this section are in the case of using Windows Vista and Notepad.

### To display Printing Preference window

1. Select [Print] from [File] menu in an application.



2. Select the printer and click [Preferences].

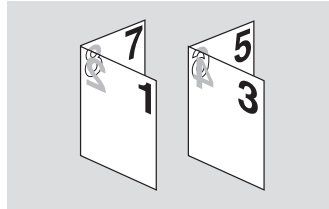


- Command name may be different depending on the application.



## Booklet

This function prints the original documents on both sides of output paper two pages per one side and arranges the pages to be the orders of reading like the weekly magazine with center stapling or booklet with adhesive binding after folding.



### Check

- The Booklet function is for the page imposition. To bind and trim the output papers, it is necessary to use this function in combination with another functions that use some device options. About the examples of combination, refer to p.3-6
- When the Booklet function is set, the automatic magnification function is automatically set at the same time.



### In case of Booklet Setting on 9 pages original

**1. Select [Print] from [File] menu in an application to display the Printing Preferences window.**

» p.3-3

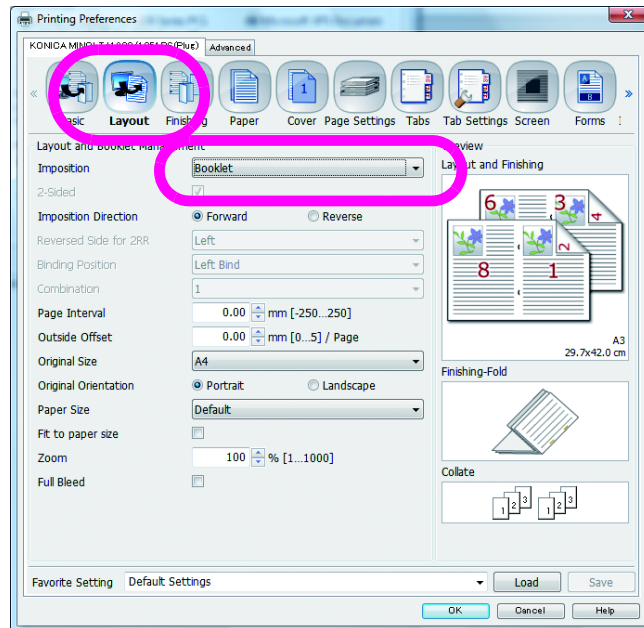


**2. Select [Layout].**



[Next Page]

### 3. Select [Booklet] in [Imposition] menu.



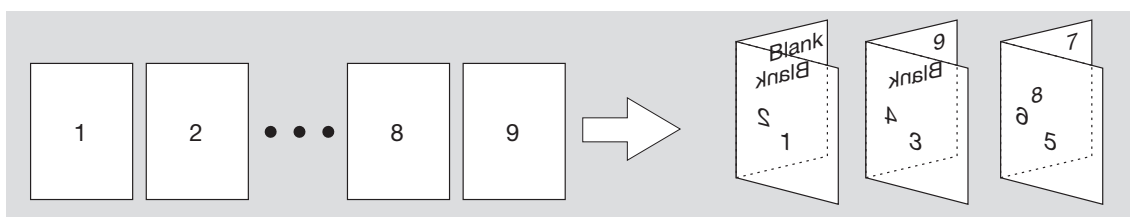
### 4. Set the other items as required.

### 5. Click [OK].

### 6. Click [Print].

#### MEMO

- The blank pages of the number of which the original pages is insufficient to the multiple of 4 is automatically inserted in the end of the booklet.



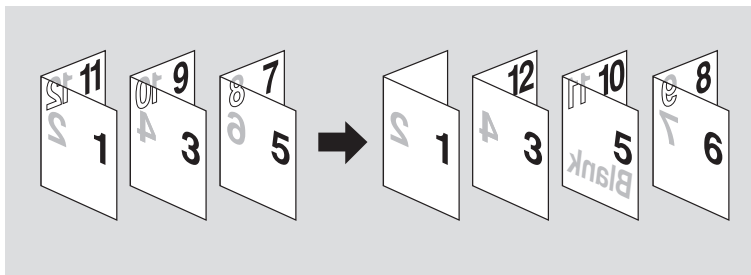


## Combination Examples

The Booklet function can be set in combination with the following functions;

### Booklet + Chapter

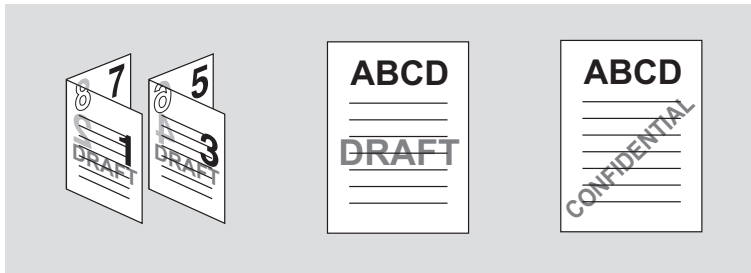
The Booklet function can be set in combination with the Chapter function which outputs the specified pages on the right side (front pages). In this case, some blank pages are automatically inserted to the necessary position. (For example, if the chapter function is specified on page 6, page 6 will be printed at the front side and a blank page will be inserted after page 5.)



» Chapter: Refer to User's Guide (Printer (PostScript3 Plug-in Driver)).

### Booklet + Stamp

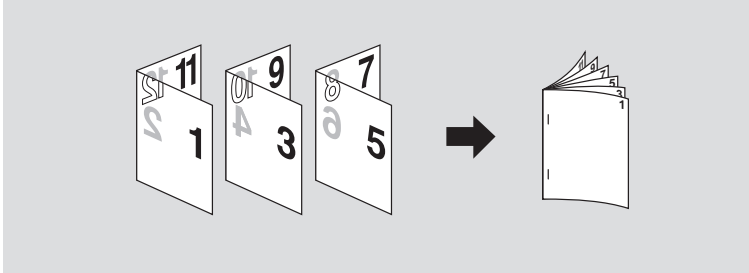
The Booklet function can be set in combination with the Stamp function which adds date/time or page number onto the output copies.



» Stamp: Refer to User's Guide (Printer (PostScript3 Plug-in Driver)).

**Booklet + Half Fold /Multi-Half Fold (+Trim)**

When the optional Saddle Stitch Unit (SD-506) is installed, the Booklet function can be set in combination with the Half Fold/Multi Half Fold function. In this case, trimming function is also available.



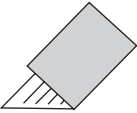
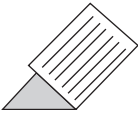

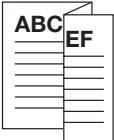
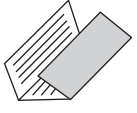
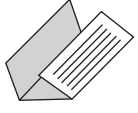
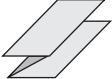
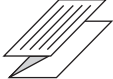
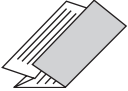
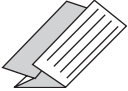
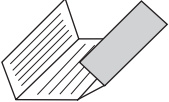
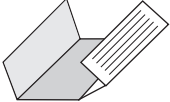
»» Fold: p.3-10

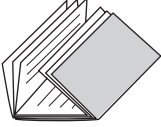
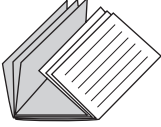



»» Option:  
p.6-10



## Fold Function

When the optional Folding Unit (FD-503) or the optional Saddle Stitch Unit (SD-506) is installed, the following Fold function can be set.

Fold		Device Option	
 Half Fold (Inside)	 Half Fold (Outside)		Folding Unit (FD-503)
 Z Fold			
 Letter Fold (Inside)	 Letter Fold (Outside)		
 Zigzag Fold (Inside)	 Zigzag Fold (Outside)		
 Double Parallel Fold (Inside)	 Double Parallel Fold (Outside)		
 Gate Fold (Inside)	 Gate Fold (Outside)		

Fold		Device Option	
 Multi-Letter Fold (Inside)	 Multi-Letter Fold (Outside)		Saddle Stitch Unit (SD-506)
 Multi-Half Fold (+ Trim)	 Multi-Half Fold		

**MEMO**

- About the Paper Weight of the device options, refer to "Chapter 6: Appendix".
- Before using the Fold function, refresh the device information and confirm that the multi folding option and the binding device option are installed. For details, refer to p.1-21.

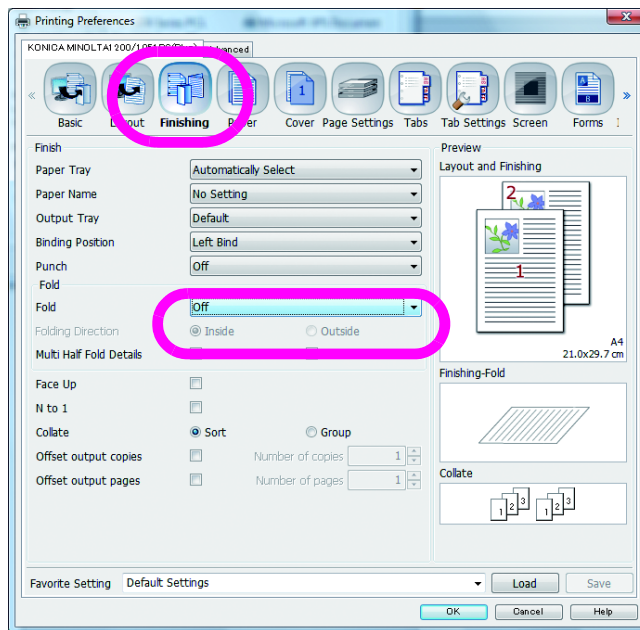


## Fold Setting

1. Select [Print] from [File] menu in an application to display the Printing Preferences window. ▶▶ p.3-3

2. Select [Finishing].

3. Select the fold from the [Fold] menu.



4. Set the other items as required.

5. Click [OK].

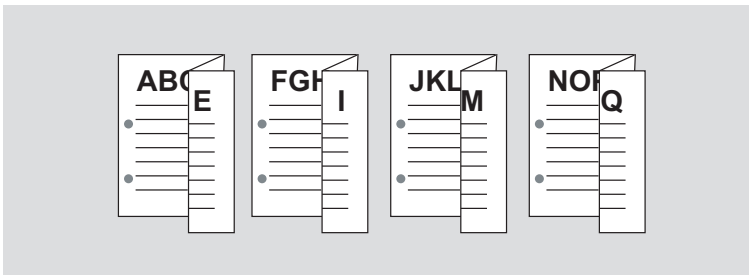
6. Click [Print].

## Combination Examples

The Fold function can be set in combination with the following functions;

### Z-Fold + Staple/Punch

The Fold function can be set in combination with the Hole-Punch function which makes punch holes on the output papers. When the optional Staple Finisher (FS-521) is installed, it can be set in combination with the Staple function which makes stapling on the output papers.

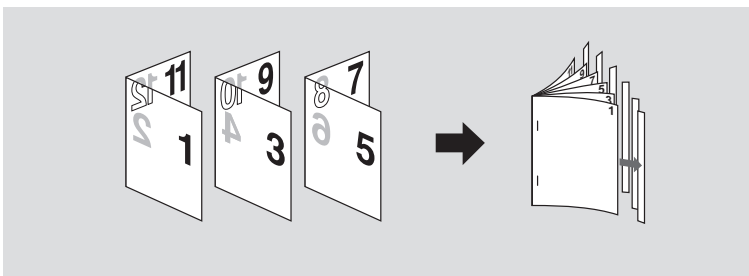


»» Staple, Hole-Punch: Refer to User's Guide (Printer (PostScript3 Plug-in Driver)).

»» Option: p.6-10

### Multi-Half Fold (+Trim) + Booklet

The Fold function can be set in combination with the Booklet function. The Booklet function copies the original documents on both sides of output paper two pages per one side and arranges the pages to be the orders of reading like the weekly magazine with center stapling or booklet with adhesive binding after folding.

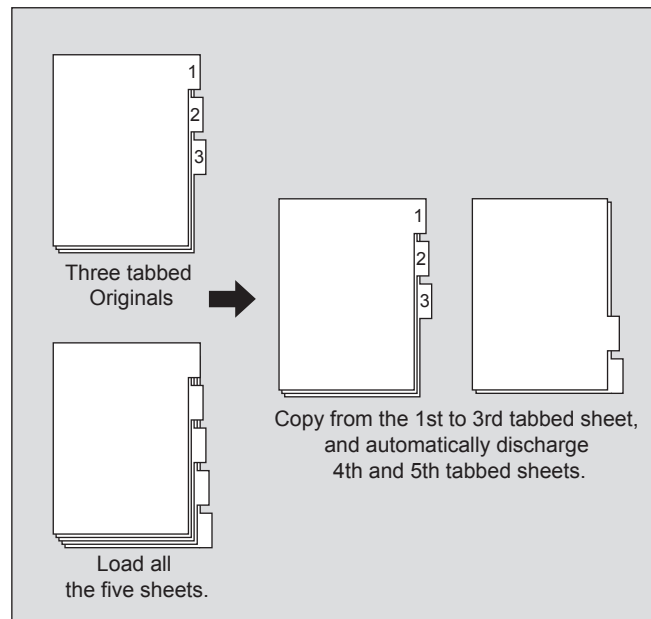


»» Booklet: p.3-4



## Tab Paper

The Tab paper can be inserted to the specified pages by using the Printer Driver. In addition, text on the tab parts can be set.



### Check

- Before inserting the Tab paper, place the tab paper on the tray. For details, refer to p.1-8.



### In case of Tab Paper inserting per 10 pages

**1. Select [Print] from [File] menu in an application to display the Printing Preferences window.**

▶▶ p.3-3

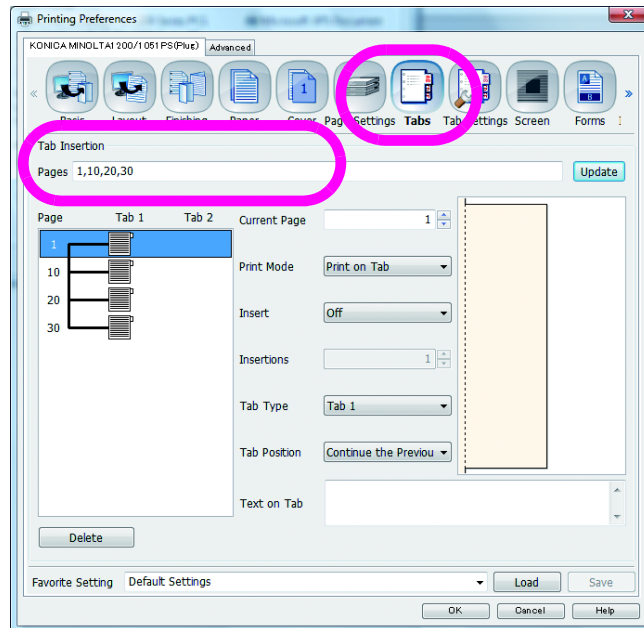


**2. Select [Tabs].**



[Next Page]

### 3. Enter the page number to insert and click [Update].



### 4. Set the [Page Mode], [Insertions], [Tab Position] or [Text on Tab] as required.

### 5. Select [Tab Settings] to open the [Tab Settings] panel.

### 6. Set the Tab Settings as required.

### 7. Select [Per Page Settings] to confirm the “Per Page Setting“.

» p.3-15

### 8. Set the other items as required.

### 9. Click [OK].

### 10. Click [Print].

#### MEMO

- About [Tabs] panel and [Tab Settings] panel, refer to the User's Guide (Printer (PostScript3 Plug-in Driver)) for more information.

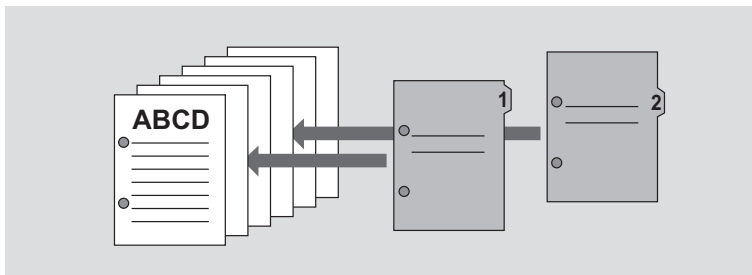


## Combination Examples

The Tab paper can be set in combination with the following functions;

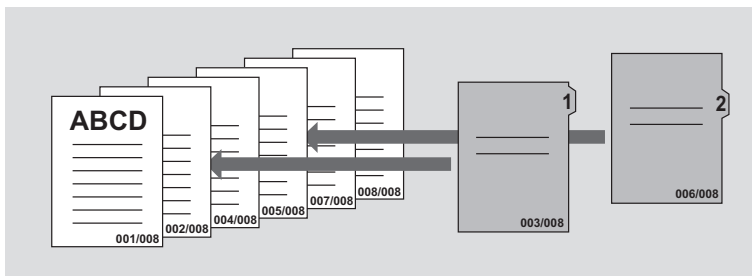
### Tab Paper + Punch

When the optional Folding Unit (FD-503) is installed, the Hole-Punch function can make punch holes on the Tab papers and the inserted sheets.



### Tab Paper + Numbering

The Numbering function outputs the set numbers on the output papers including the inserted Tab paper.



» Hole-Punch: Refer to User's Guide (Printer (PostScript3 Plug-in Driver)).

» Option: p.6-10

» Stamp: Refer to User's Guide (Printer (PostScript3 Plug-in Driver)).

## Per Page Settings

Chapter function, Hole-punch function, Staple function and etc. can be set per page.

### Check

- Before using the Hole-punch function and Staple function per page, confirm that the finisher option (FD-503 (Punch)/FS-521 (Staple)) and the binding device option are installed. For details, refer to p.1-21.

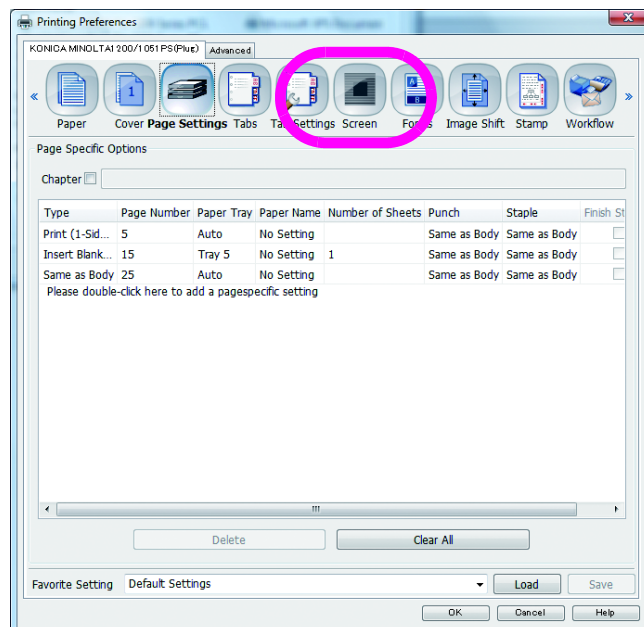
## Per Page Settings

**1. Select [Print] from [File] menu in an application to display the Printing Preferences window.**

▶▶▶ p.3-3

**2. Select [Page Settings].**

**3. Set the [Chapter], [Type], [Page Number] or [Paper Name] as required.**



**4. Set the other items as required.**

**5. Click [OK].**

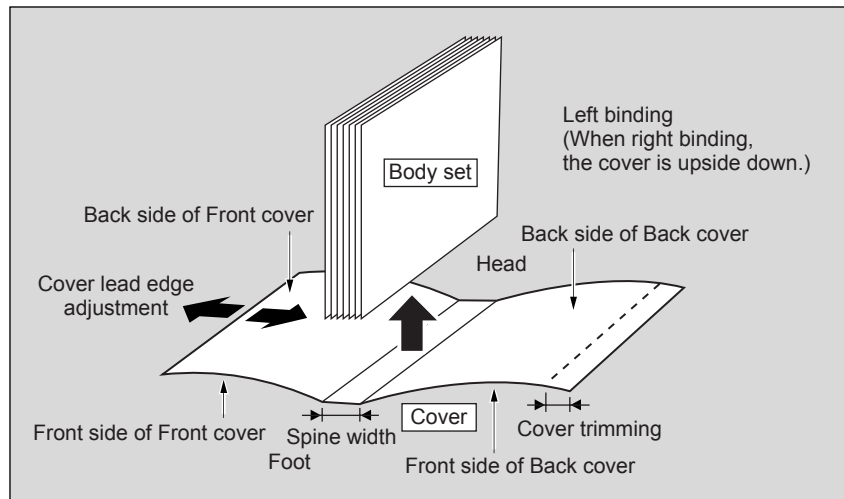
[Next Page]

**6. Click [Print].****MEMO**

- About [Page Settings] panel and [Tab Settings] panel, refer to the User's Guide (Printer (PostScript3 Plug-in Driver)) for more information.
- The following functions can be set by using [Page Settings] panel;
  - Chapter
  - Page Number
  - Paper Type
  - Paper Tray
  - Paper Name
  - Number of Sheets
  - Punch
  - Staple
  - Finish Stapling

## Perfect Binding

When the optional Perfect Binder (PB-502/PB-503) is installed, the output set can be automatically wrapped with cover sheet and bound with adhesive at the spine as a perfect binding book.



### Check

- Before using Perfect Binding function, confirm that the optional Perfect Binder (PB-502/PB-503) and the binding device option are installed. For details, refer to p.1-21.

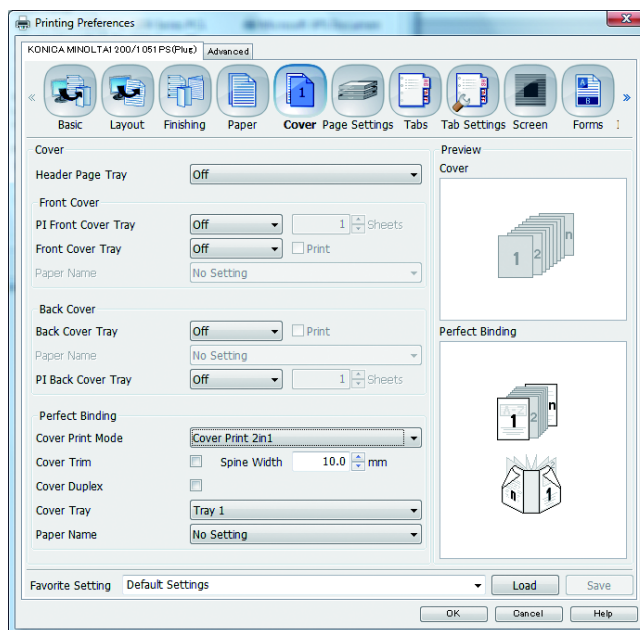
## Perfect Binding Setting

**1. Select [Print] from [File] menu in an application to display the Printing Preferences window.**

» p.3-3

**2. Select [Cover].**

**3. Specify the mode of perfect binding.**



**4. Set the other items as required.**

**5. Click [OK].**

**6. Click [Print].**

### MEMO

- The spine width calculated automatically appears on [Cover] panel.

## Perfect Binding - Cover Page

### Cover Blank

This is used when the perfect binding is employed with no printing made on the cover sheet. The original set in the [Cover Tray] is handled as a cover sheet.

Ex.: When using [Cover Blank] for the perfect binding.

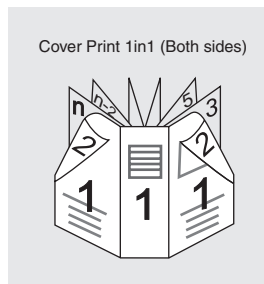


### Cover Print 1 in 1

This is used when arrangements are made in advance for the originals the front cover, the back cover and the spine of which have been cut and pasted to the same size as the paper used as the front cover.

When printing the both sides of the front cover, it is necessary to make arrangements for the reverse side of the front cover in advance.

Ex.: When using "Cover Print 1in1" for the perfect binding.



### MEMO

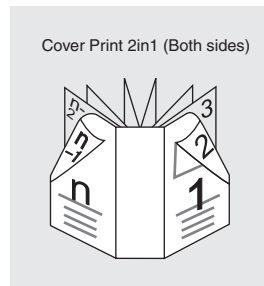
- The use of [PI Tray] and [Perfect Binding Cover Tray] is not available for "Cover Print 1in1".
- The "Cover Print 1in1" is not available for Mac OS.

### Cover Print 2 in 1

For the front cover, the first page and the last page (n page) of the originals are made as 2in1, and the second page up to the last page but one (n - 1 page) are printed as the body of documents with no printing made on the spine for perfect binding.

And it is necessary to set in advance the width of the spine to the paper thickness. The setting can be made in units of 0.1 mm with the setting range between 1 to 30 mm.

Ex.: When using “Cover Print 2in1” for the perfect binding.



### MEMO

- The use of [PI Tray] and [Perfect Binding Cover Tray] is not available for “Cover Print 2in1”.

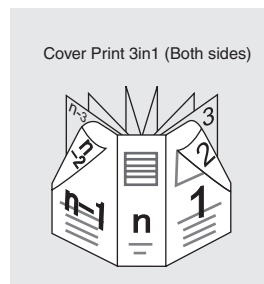
### Cover Print 3 in 1

After cutting and pasting automatically the first page of the original on the front cover, the last page but one ( $n - 1$  page) on the back cover, and the last page ( $n$  page) on 3in1 as the spine, the front cover is printed.

And the second page up to the last page but two ( $n - 2$  page) are printed as the body of documents.

And it is necessary to set in advance the width of the spine to the paper thickness. The setting can be made in units of 0.1 mm with the setting range between 1 to 30 mm.

Ex.: When using “Cover Print 3in1” for the perfect binding.



### MEMO

- The use of [PI Tray] and [Perfect Binding Cover Tray] is not available for “Cover Print 3in1”.

### Cover Trim

Turn it [ON] when you cut out the cover of Perfect Binding.

### Spine Width

A setting is made for the width of Spine.

### Cover Duplex

Turn it [ON] when you want to make the cover of Perfect Binding double-sided.

### Cover Tray

Select the tray.

### Paper Name

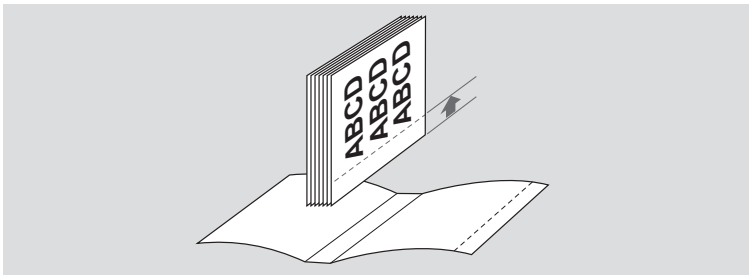
Make a selection to decide if complying with the Default Setting or using the name registered in the information of the Paper Name.

## Combination Examples

The Perfect Binding function can be set in combination with the following functions;

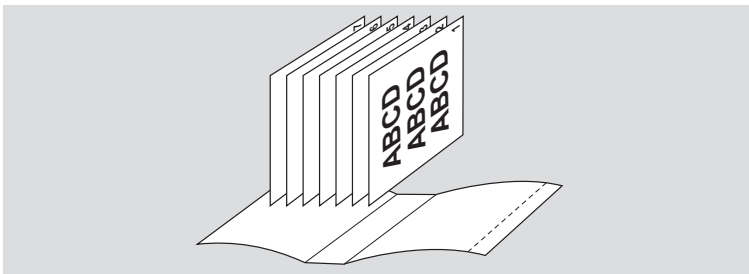
### Perfect Binding + Image Shift

The Perfect Binding function can be set in combination with the Image Shift function which creates a new binding margin by shrinking and moving the copy images. This combination is useful to set the binding margin to the side of the Body set spine.



### Perfect Binding + Page Number

The Perfect Binding function can be set in combination with the Page Number function outputs the page numbers on the output papers.



» Image Shift: Refer to User's Guide (Printer (PostScript3 Plug-in Driver)).

» Stamp: Refer to User's Guide (Printer (PostScript3 Plug-in Driver)).



# Chapter 4: Scanning Operation

This chapter describes about the Network Scanner function.

About the Network Scanner .....	4-2
Scan to E-mail .....	4-3
Scan to SMB .....	4-5



## About the Network Scanner

This machine has the Network Scanner functions as follows;

- Scan to E-Mail
- Scan to HDD
- Scan to FTP
- Scan to SMB
- STORE/RECALL function

This chapter describes about the Scan to E-Mail function and the Scan to SMB function.

### Check

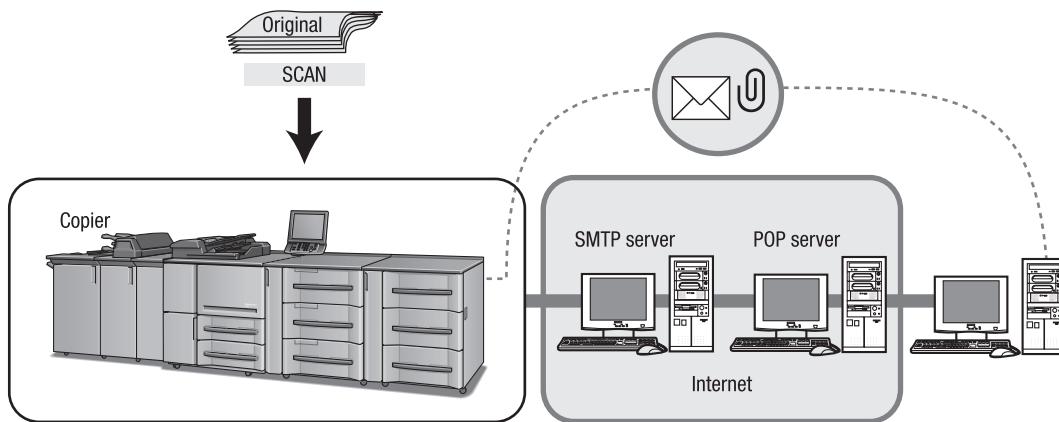
- The network settings are necessary to this machine for use the Network Scanner function. About the network settings, refer to About the network setting of this machine (p.6-2).

### MEMO

- About other functions of network scanner, refer to User's Guide (Network Scanner).

## Scan to E-mail

You can send the data read in from the copier's ADF or the original scanning glass (scanned data) to an E-mail address as an attached file.



### Transmit the scanned data with E-mail

1. Set the Network Setting of this machine.
2. Set the originals to scan.
3. Select [SCAN].
4. Make sure that [E-mail] is selected.



[Next Page]



**5. Touch [Input Title] or [Input Sentence] to set the title and sentence of E-mail as required.**

- In case of entering the address: Go to Step 6
- In case of selecting the registered address: Go to Step 7



**6. Touch [Manual Input] and enter the destination.**

- Go to Step 8



**7. Select the destination from the list.**

- Go to Step 9



**8. When registering destination, touch [Register].**



**9. Touch [Scanning Mode Set].**



**10. Set the scanning mode as required.**



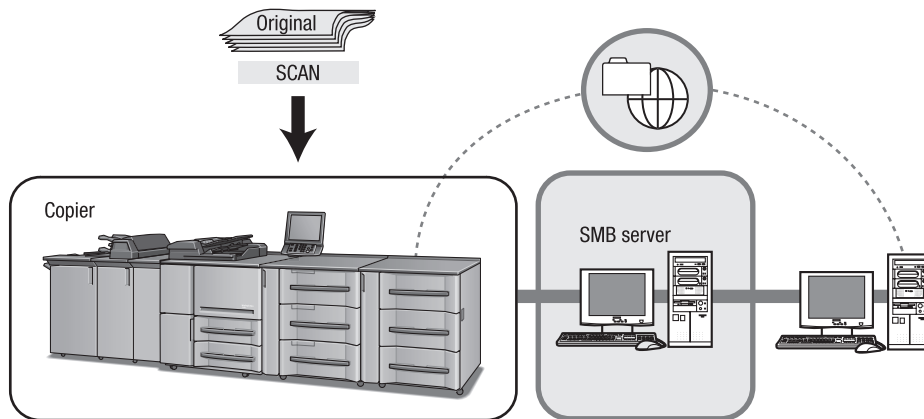
**11. Press [Start].**

**MEMO**

- About the procedures to register the destination, refer to User's Guide (Network Scanner).

## Scan to SMB

You can send the data read in from the copier's ADF or the original scanning glass (scanned data) to the SMB server.



### Transmit the scanned data to SMB Server

1. Set the Network Setting of this machine. ▶▶ p.6-2
2. Prepare the SMB Folder on Desktop, if necessary. ▶▶ p.6-8
3. Set the originals to scan.
4. Touch [SCAN].

[Next Page]

### 5. Touch [SMB].



- In case of entering the address: Go to Step 6

- In case of selecting the registered address: Go to Step 7

### 6. Touch [Manual Input] and enter the destination.

### 7. Select the destination from the list.



- Go to Step 8

- Go to Step 9

### 8. When registering destination, touch [Register].

### 9. Touch [Scanning Mode Set].

[Next Page]

**10. Set the scanning mode as required.****11. Press [Start].****MEMO**

- About the procedures to register the destination, refer to User's Guide (Network Scanner).



# Chapter 5: Troubleshooting

This chapter describes how to troubleshoot.

Adding Toner.....	5-2
Clearing Mishandled Paper .....	5-6
Avoiding Moire.....	5-8
Using ToneCurve Utility .....	5-9
Both Sides Adjust.....	5-12
Finisher Adjustment .....	5-17
How to troubleshoot .....	5-21

## Adding Toner

This machine is equipped with a toner hopper (toner storage) for keeping toner of one toner bottle.

When toner supply runs out from toner bottle and the toner in the toner hopper becomes low, the message “Ready to copy/print Please add toner” will appear on the COPY/Machine Status Screen. When the toner in the toner hopper runs out, the message “Toner has been used up Exchange Toner Bottle” will appear. Add toner according to the procedure as follows.



### Check

- Use the same number toner bottle as described on the label applied on the inside of the toner unit door. Otherwise, machine trouble may occur.
- Wrap the used Toner Bottle with the cover that was attached to the new Toner Bottle. Then put it in the packing box and return it to your service representative.



### WARNING

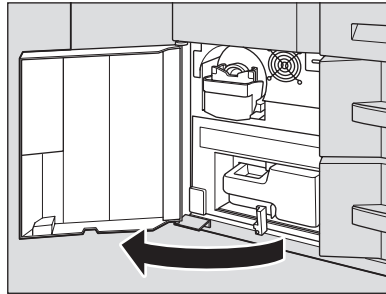
- DO NOT throw the toner recovery box into a fire. If it is thrown into a fire, the toner may ignite and cause a dangerous situation.



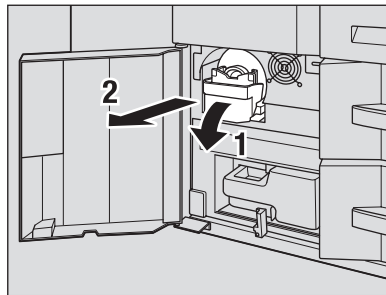
### CAUTION

- Do not leave a toner unit or drum unit in a place within easy reach of children. Licking or ingesting any of these things could injure your health.

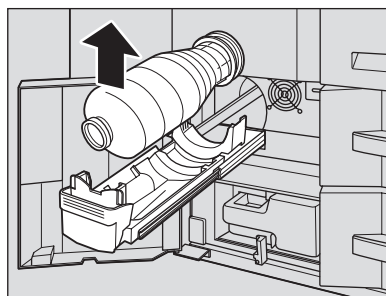
**1. Open the toner unit door.**



**2. Pull the toner unit lever forward to withdraw the bottle holder until it stops.**

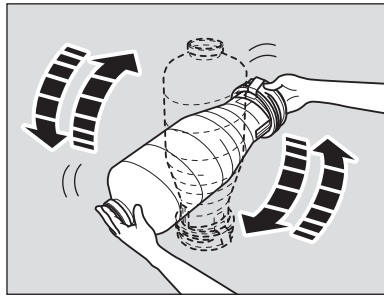


**3. Remove the empty toner bottle.**

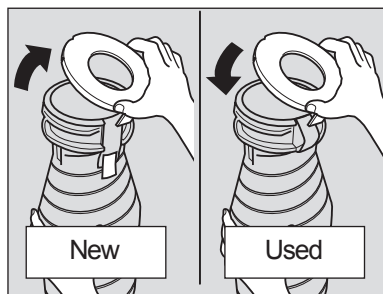


[Next Page

**4. Shake the new toner bottle several times to loosen toner.**

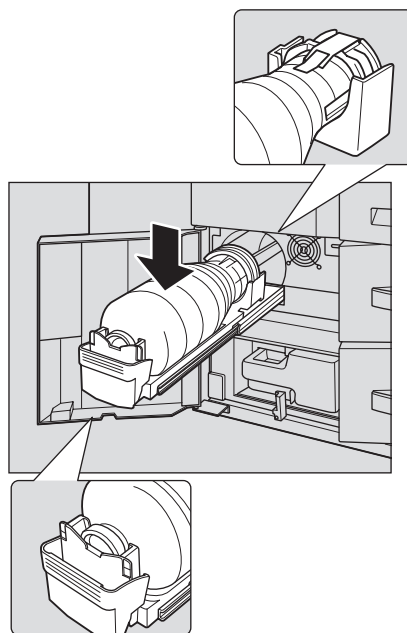


**5. Remove the cap from the new toner bottle, then put it to the used one.**



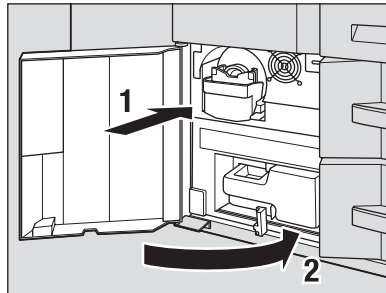
**6. Set the new toner bottle into the bottle holder.**

- Be sure to set the label of the toner bottle upward, then fit its bottom to the hollow part of the bottle holder.



[Next Page

7. Return the bottle holder to its original position, then close the toner unit door securely.





## Clearing Mishandled Paper

When a paper misfeed occurs, the machine stops making copies and the Jam Position Screen displays to indicate misfeed area(s).

The [Start] LED turns orange on the control panel, and copying operation cannot be continued until all the misfeed locations are cleared.



All the misfeed locations will be indicated by flashing/lighting numbers and arrows on this screen. Flashing number and arrow indicate the jammed position of the highest priority.

Action to remove mishandled paper is displayed in the message area. Follow the procedure to remove mishandled paper. After removing the misfeed, returns to the Machine Status Screen.

**Check**

- When removing mishandled paper, be sure to leave no torn paper inside the machine.
- Do not touch or damage the drum surface.

**CAUTION****Precaution for high temperature**

- The internal fixing unit is very hot.
- To avoid getting burned, DO NOT TOUCH.
- Be especially careful not to put your hand into the fixing unit area when withdrawing the fixing conveyance unit to remove mishandled paper.

**CAUTION****Precaution for getting injured**

- Be careful of removing staples stuck inside the machine so as not to get injured.

**CAUTION****Precaution for high temperature**

- The internal paste tank unit is very hot.
- To avoid getting burned, DO NOT TOUCH.
- Be especially careful when pushing back in the paste tank unit which has moved and halted in the front side due to the machine trouble. Do not hold the front side but the far right side in order to return the paste tank unit to its original position. For details, see the label applied on the machine.



## Avoiding Moire

The moire is the pattern (fringe) caused without intending on the printed objects. About this machine, it is already known that the moire is caused when “transparency” is specified by the MS Office application, etc.

There are three methods to avoid this phenomenon by using the Printer Driver functions.

### 1. Change the Screening Method. (PS Plug-in/PCL Driver)

- Default value is [Photo] (120 lpi).  
Change it to [Text and Photo] (170 lpi) or [Text] (212 lpi).

### 2. Change the resolution. (PS Plug-in/PCL Driver)

- Default value is 1200 dpi.  
Change it to 600 dpi.

### 3. Change the settings of [Screen Frequency], [Screen Angle] and [Dot Shape]. (PS Plug-in only)

#### MEMO

- Please note that the change of the screen settings give the influence the image quality.

## Using ToneCurve Utility

Using the ToneCurve Utility allows you to adjust the brightness and the contrast of the document to be printed. The tone curve that has been registered can also be used by other computers on the network.

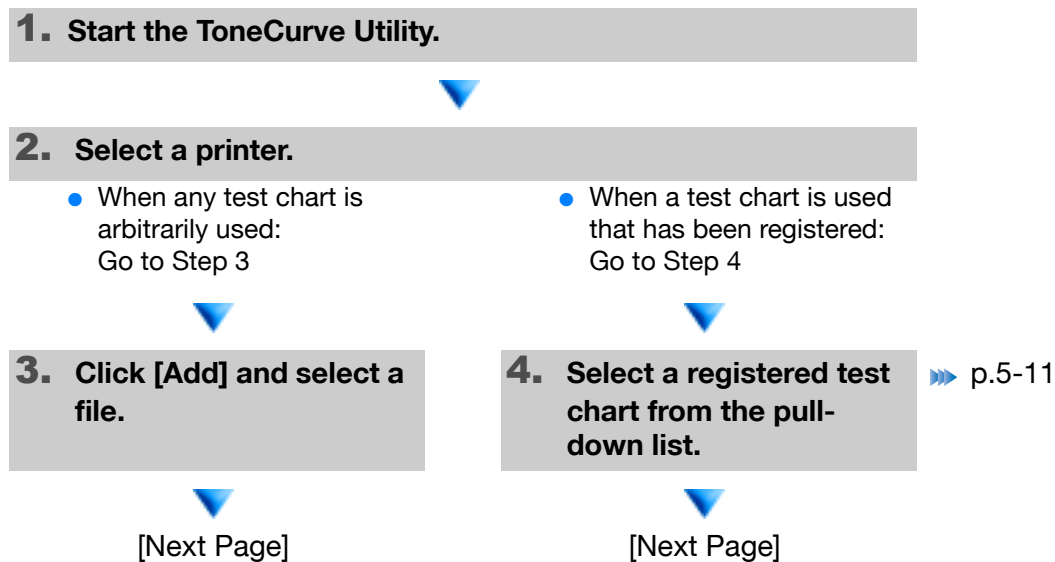
### Check

- The tone curve that has been created by the ToneCurve Utility and registered with the image controller can be selected only by the PS Plug-in Driver to be used for printing.
- For details of the ToneCurve Utility, refer to the help file.

### MEMO

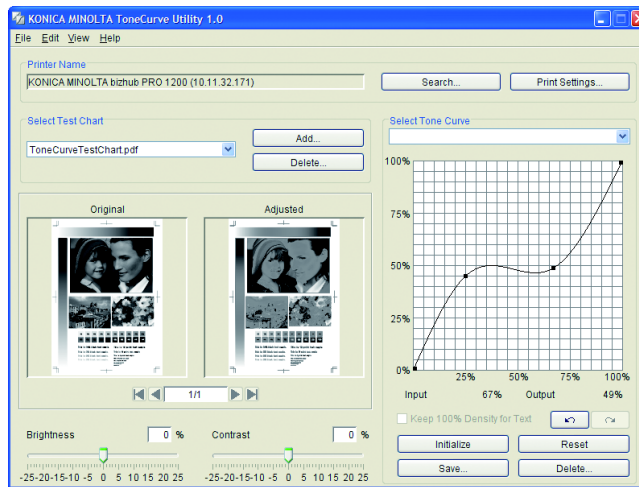
- The ToneCurve Utility outputs the test chart to confirm the tone curve before actual printing.

### The flowchart for the operation of ToneCurve Utility:



**5. Adjust the tone curve.**

» p.5-11

**6. Click [Print] and confirm the test chart.**

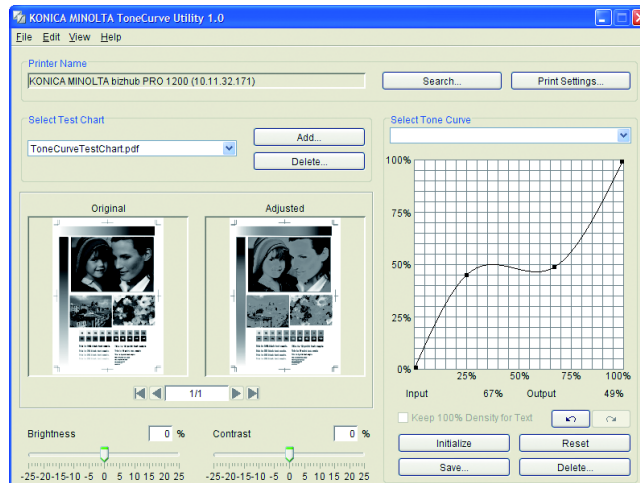
» p.5-11

**7. Save the tone curve and finish the setting.**

» p.5-11

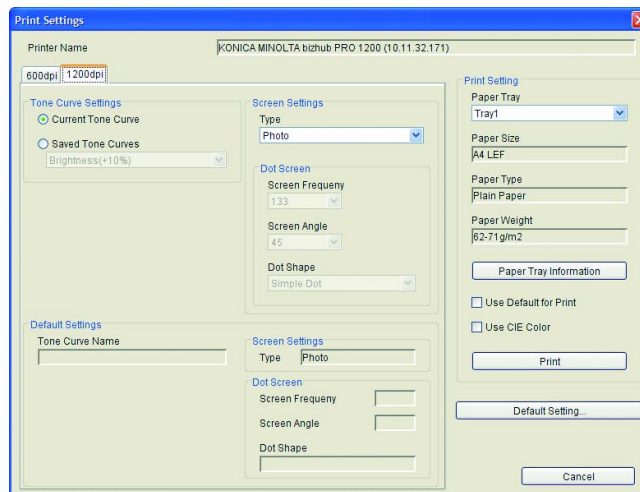
**8. Open the document file you want to print, and display the Print Preference window.****9. Select [Screen] and click [Acquire Printer Default].****10. Select the tone curve.****11. Click [OK] and click [Print].**

## Main window of the ToneCurve Utility



- Click [Add] and select a file to add a test chart.
- To adjust the tone curve, slide the slider of [Brightness]/[Contrast] or drag and drop the mouse at the adjustment point in the tone curve area.
- Click [Save] to save the settings of the tone curve.
- [Keep 100% Density for Text] gets active only when the output value of the tone curve is set below 100%. When [Keep 100% Density for Text] is not checked, take note of the density of characters.

## Print Settings window



- Clicking [Print Settings] with the tone curve adjusted displays the Print Settings window. In the Print Settings window, the screen settings and the print settings are made.
- Clicking [Print] allows you to make a print for verification.
- Clicking [Default Setting] allows you to specify the tone curve and the screen to be used for default. This allows you to simplify the settings in the PS Plug-in driver.
- Since putting a check on [Use CIE Color] causes a color conversion process to be conducted through the XYZ color space, the level of gradient can be raised, in which case, however, a longer time may be required for output.

## Both Sides Adjust

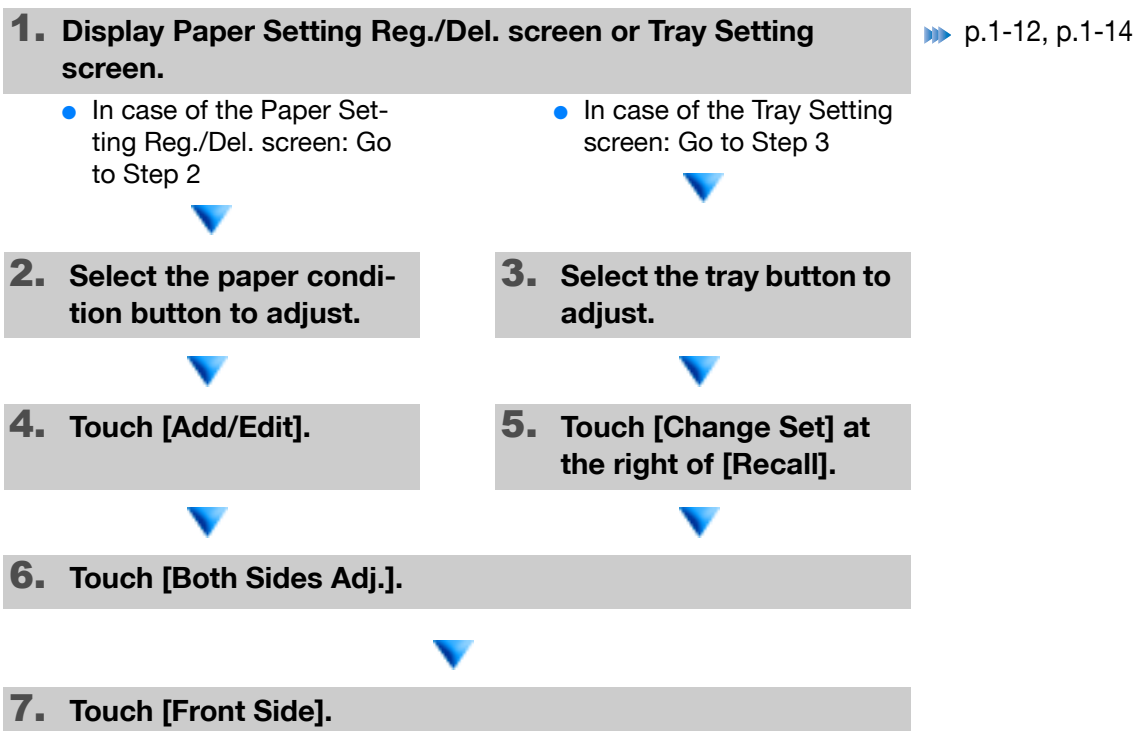
When the gap of position of the printed images is caused between front page and back page, adjust it by using the Both Sides Adj. function.



### [Both Sides Adj.] Setting

On the Both Sides Adjust screen displayed from the Paper Setting Reg./Del. screen (Machine Status Screen) or the Tray Setting screen (Machine Status Screen)/Paper Presetting screen (Copy Screen), [Zoom] (Vertical/Horizontal) and [Image Shift] (Up/Down/Right/Left) can be specified to adjust.

About the front page, the printing positions against the paper can be adjusted. About the back page, the printing positions against the front page can be adjusted.



[Next Page]

**8. If necessary, set [Vertical], [Horizontal], [Up/Down] and [Right/Left].**



**9. Touch [Back Side].**



**10. If necessary, set [Vertical], [Horizontal], [Up/Down] and [Right/Left].**



**11. Touch [OK].**

### [Chart Adjustment] Setting

The chart can be output by using [Chart Adjustment] button on the Both Sides Adjust screen displayed from the Tray Setting screen (Machine Status Screen). The items printed on the chart can be measured with the scale, you can use those values to adjust.

**1. Touch [Front Side] on Both Sides Adjust screen displayed from the Tray Setting screen.**

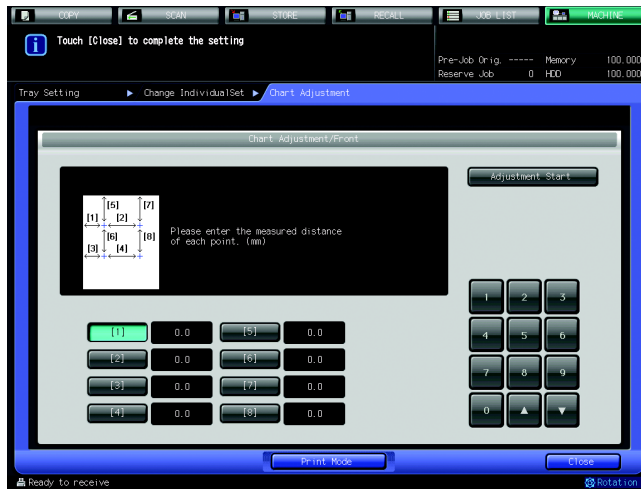


**2. Touch [Chart Adjustment].**



[Next Page]

### 3. Touch [Print Mode].



### 4. Press [Start].



### 5. On the output chart, measure from [1] to [8].

### 6. Enter the measured values.

### 7. Touch [Adjustment Start].

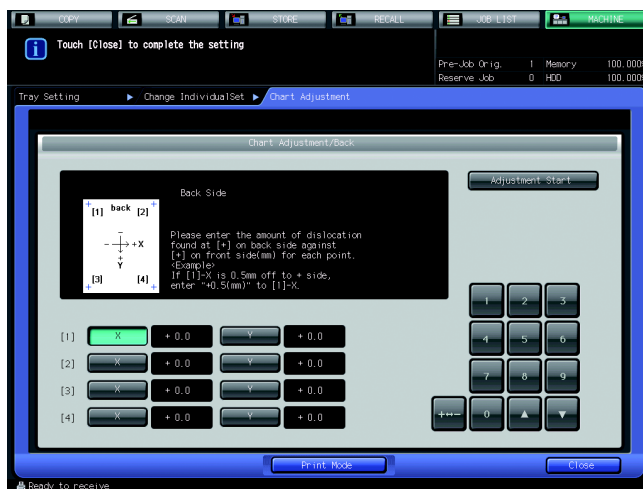
[Next Page]

## 8. Touch [Back Side].



## 9. Touch [Chart Adjustment].

## 10. Touch [Print Mode].



## 11. Press [Start].

## 12. On the output chart, measure the gap of [+] between the front page and the back page.

## 13. Enter the measured values.

[Next Page]



**14. Touch [Adjustment Start].**



**15. Until getting the adequate position, repeat above mentioned steps.**

## Finisher Adjustment

On the Finisher Adjustment screen, adjustment of the device option can be set. The adjustment items are as follows;

Finisher Adjustment	
01 Stapler Position Adjustment	01 Staple Center Position Adj.
	02 Paper Width Adjustment
	03 Exit Guide Center Pos. Adj.
	04 Exit Guide Paper Width Adj.
02 Multi Folder (Hole-Punch) Adj.	01 Paper Width Adjustment
	02 Hole-Punch Vertical Pos. Adj.
03 Multi Folder (Fold) Adj.	01 Half Fold Position Adjustment
	02 Tri-Fold-in Position Adj.
	03 Tri-Fold-out Position Adj.
	04 Double Parallel Position Adj.
	05 Z-Fold Position Adjustment
	06 Gate Position Adjustment
04 Stacker Adjustment	01 Paper Width Adjustment
	02 Paper Length Adjustment
05 Saddle Stitcher Adjustment	01 Staple Center Adjustment
	02 Staple Paper Width Adj.
	03 Staple Pitch Adjustment
	04 Half Fold Position Adjustment
	05 Tri-Fold Position Adj.
	06 Fold Paper Width Adjustment
	07 Trimming Adjustment
	08 Trimming Receiver Adjustment



Finisher Adjustment	
06 Perfect Binder Adjustment	01 Cover Trimming Adj.
	02 Cover Lead Edge Adj.
	03 Spine Corner form Pos. Adj.
	04 Glue Start Position Adj.
	05 Glue Finish Position Adj.
	06 Glue Form Finish Pos. Adj.
	07 Temperature Adj.
	08 Sub compile CD Width Adj.
	09 Clamp CD Width Adj.
	10 Cover Up/Down CD Width Adj.
	11 Clamp FD Position Adj.
07 Relay Stacker Adjustment	01 Paper Width Adjustment
	02 Paper Length Adjustment

**MEMO**

- For details, refer to User’s Guide (POD Administrator’s Reference).



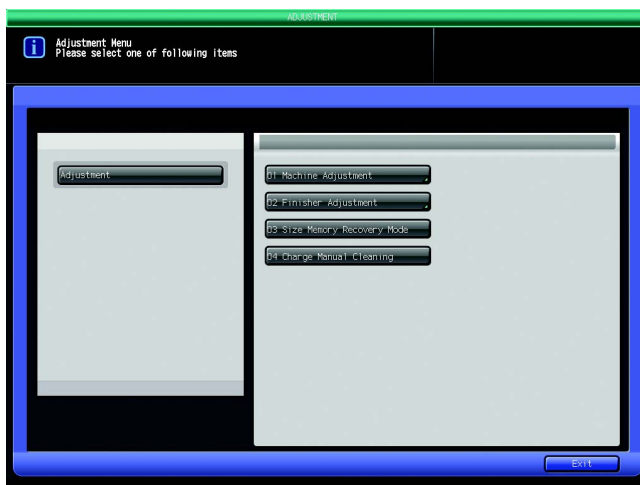
**[Paper Width Adjustment] Setting**

As an example, this section describes the procedures to adjust the paper width of the multi folding option (Hole-Punch).

**1. Touch [Adjustment] on the [MACHINE] screen.**

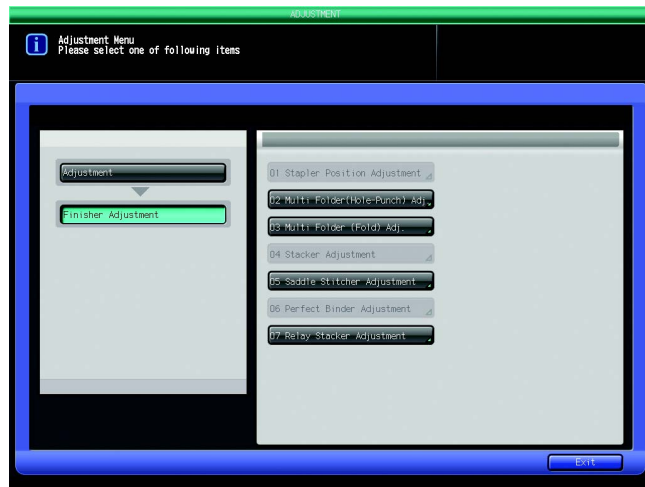


**2. Touch [02 Finisher Adjustment].**

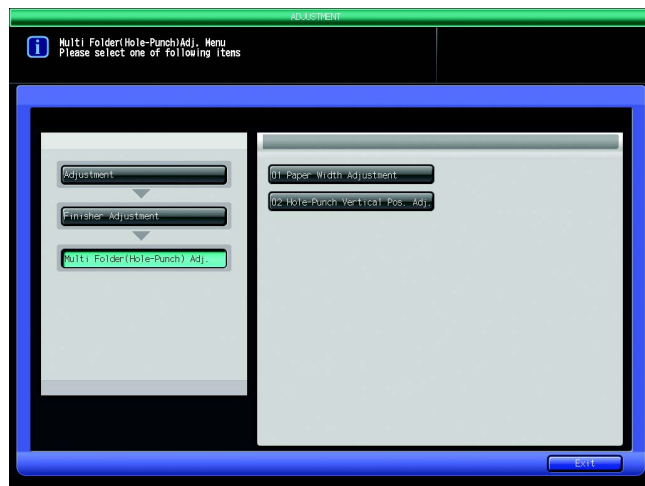


[Next Page]

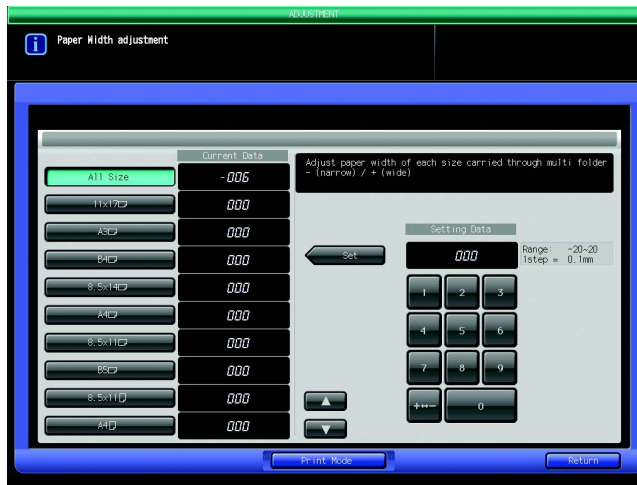
**3. Touch [02 Multi Folder (Hole-Punch) Adj.].**



**4. Touch [01 Paper Width Adjustment].**



[Next Page]

**5. If necessary, set the values, respectively.****6. Touch [Print Mode].****7. Press [Start].****8. Until getting the adequate width, repeat above mentioned steps.****9. Touch [Return] after adjustment.****MEMO**

- Other Finisher Adjustments can be set by the similar procedures above mentioned. For details, refer to User's Guide (POD Administrator's Reference).

## How to troubleshoot

This section describes the basic flow to troubleshoot for the malfunctions of settings.

### MEMO

- For details, refer to User's Guide respectively.

### Network connection

About the network troubles, follow the procedures below.

#### 1. Check the main power of the machine.

- If the setting is correct, go on to next step.



#### 2. Check the connections of network cables.

- If the setting is correct, go on to next step.



#### 3. Check whether the correct IP address of this machine.

- If the setting is correct, go on to next step.



#### 4. From the DOS prompt of the PC you use, execute "ping" to the IP address of the address to which a connection is made to check to see if the connection is made properly.

- e.g.: C:\>ping 192.168.0.1  
If the ping test is successful, go on to next step.



#### 5. Check whether the IP router is correctly set.

- If there is no problem in IP router setup, go on to next step.



#### 6. Trace the routing to the scanner to check whether there are any error conditions within the network.

- If no error is found, go on to next step.



#### 7. Contact your service representative.



## About other trouble

About the other troubles, follow the procedures below.

### In case of copy function

#### 1. Check the main power of the machine.

- If the setting is correct, go on to next step.



#### 2. Confirm that the Service Call screen is not displayed.

- When the Service Call screen is displayed, turn OFF/ON the power of the copier. If the machine is not restored after being turned on, go to Step 6. »» p.1-2
- If no error is found, go on to next step.



#### 3. Confirm that the [Start] button is not orange.

- When the [Start] button is orange, follow the message displayed on the screen to solve the troubles.
- If no error is found, go on to next step.



#### 4. Confirm that the [MACHINE] tab is not orange.

- When the [MACHINE] tab is orange, follow the message displayed on the screen to solve the troubles.
- If no error is found, go on to next step.



#### 5. Confirm that any other message is not displayed on the screen.

- If no error is found, go on to next step.



#### 6. Contact your service representative.



## In case of printer function

### 1. Check the main power of the machine.

- If no error is found, go on to next step.



### 2. Confirm that the printer driver has been installed on your computer.

- If no error is found, go on to next step.



### 3. Confirm that the machine information that is displayed on the [Configure] tab of the Printer Driver Preference screen is correct.

- If no error is found, go on to next step.



### 4. Follow the procedures described from Step 1 to Step 5 in “In case of copy function (p.5-22)”.

- If no error is found, go on to next step.



### 5. Follow the procedures described from Step 2 to Step 6 in “Network connection (p.5-21)”.

- If no error is found, go on to next step.



### 6. Contact your service representative.



### In case of scanner function

**1. Check the available capacity of the HDD on the screen.**

- If no error is found, go on to next step.



**2. Check the available capacity of the HDD for the printer on the PageScope Web Connection.**

- If no error is found, go on to next step.



**3. Follow the procedures described from Step 1 to Step 6 in “Network connection (p.5-21)”.**

- If no error is found, go on to next step.



**4. Confirm to your administrator whether the administrative settings of the related network are proper.**

- If no error is found, go on to next step.



**5. Contact your service representative.**

# Chapter 6: Appendix

This chapter describes about the network settings, Paper Weight/Ream Weight and the specification of the options.

About the network setting of this machine.....	6-2
SMB folder .....	6-8
Paper Weight Conversion Chart .....	6-9
Specification of the options .....	6-10



## About the network setting of this machine

This section describes the network settings necessary to use the Network Printer function and the Network Scanner function.

### MEMO

- About the other network settings, refer to User's Guide (POD Administrator's Reference).



### TCP/IP Setting

To enable TCP/IP setting is necessary to use the Network Printer function and the Network Scanner function.

**1. Touch [04 Network Settings] on the Administrator setting menu.**



**2. Touch [02 Controller NIC Setting].**



**3. Touch [01 TCP/IP Setting].**



**4. Touch [Enable] for [TCP/IP Setting].**



**5. Touch [Direct Setting] or [Auto Setting] for [IP Address Set Method].**

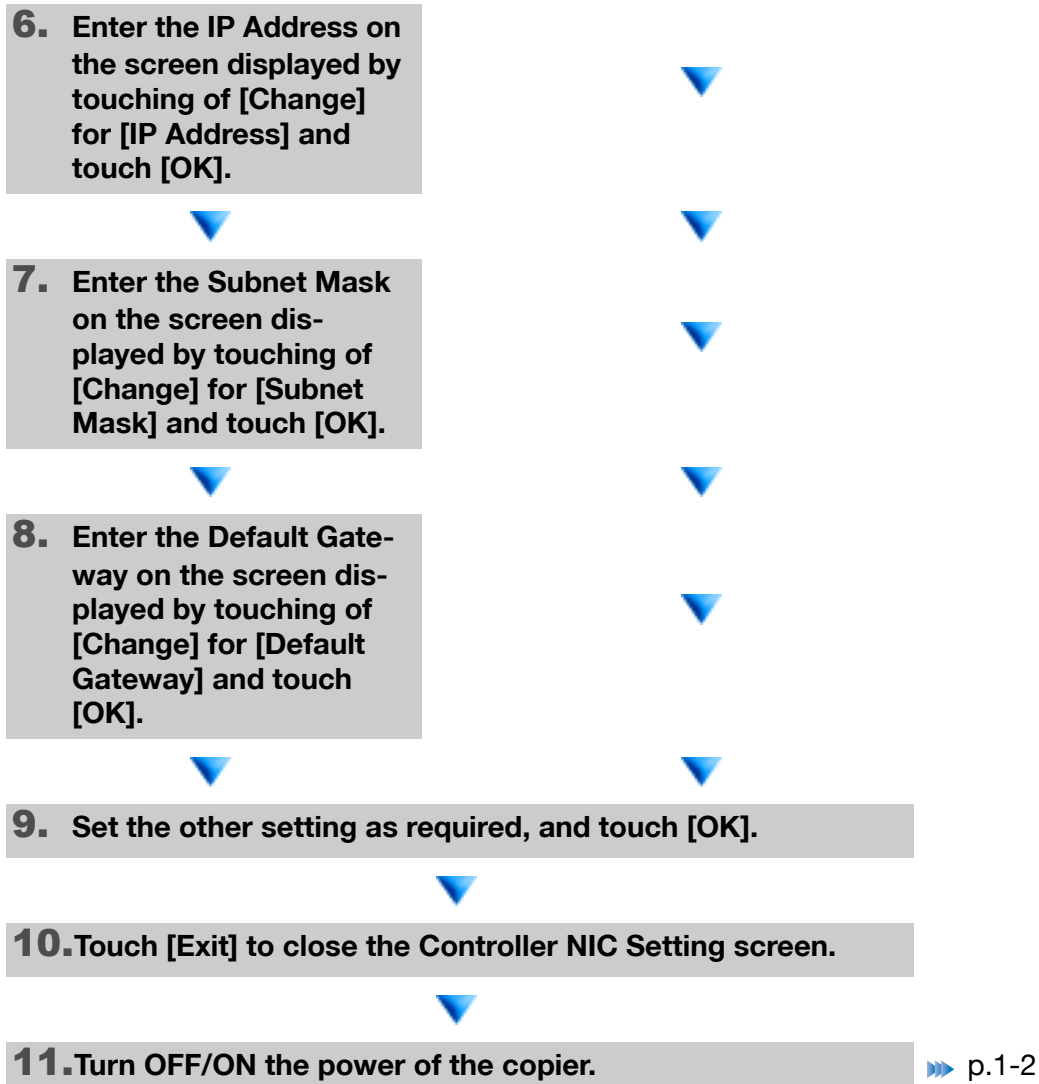
- If [Direct Setting] is selected: Go to Step 6
- If [Auto Setting] is selected: Go to Step 9



[Next Page]



[Next Page]

**MEMO**

- About the details of settings, refer to User's Guide (POD Administrator's Reference).



## SMB Setting

To enable SMB setting is necessary to use the SMB printing function and the Scan to SMB function.

**1. Touch [04 Network Settings] on the Administrator setting menu.**



**2. Touch [02 Controller NIC Setting].**



**3. Touch [06 SMB Setting].**

- In case of use of the SMB printing function: Go to Step 4

- In case of use of the Scan to SMB function: Go to Step 8



**4. Touch [Enable] for [Print Setting].**



**5. Enter the NetBIOS Name on the screen displayed by touching of [Change] for [Net-BIOS Name] and touch [OK], if necessary.**



**6. Enter the Print Service Name on the screen displayed by touching of [Change] for [Print Service Name] and touch [OK].**

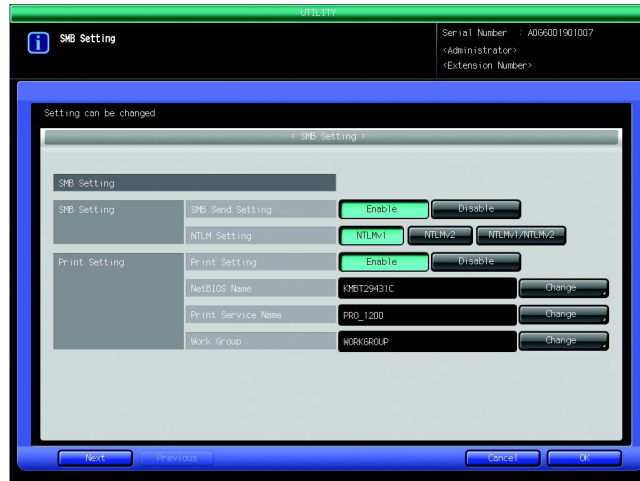


[Next Page]

[Next Page]

**7. Enter the Work Group on the screen displayed by touching of [Change] for [Work Group] and touch [OK].**

**8. Touch [Enable] for [SMB Send Setting].**



**9. Set the other setting as required, and touch [OK].**

**10. Touch [Exit] to close the Controller NIC Setting screen.**

**11. Turn OFF/ON the power of the copier.**

▶▶ p.1-2

### MEMO

- About the details of settings, refer to User's Guide (POD Administrator's Reference).



## E-Mail Setting

To enable E-Mail setting is necessary to use the Scan to E-mail function.

**1. Touch [04 Network Settings] on the Administrator setting menu.**



**2. Touch [02 Controller NIC Setting].**



**3. Touch [09 E-mail Setting].**



**4. Touch [Enable] for [SMTP Setting].**



**5. Enter the SMTP Server Address on the screen displayed by touching of [Change] for [SMTP Server Address] and touch [OK].**



**6. Enter the Port number on the screen displayed by touching of [Change] for [Port number] and touch [OK].**



**7. Enter the value on the screen displayed by touching of [Change] for [Connection Time Out Time] and touch [OK].**



**8. Touch [Enable] or [Disable] for [Binary Division].**

- If [Enable] is selected: Go to Step 9



- If [Disable] is selected: Go to Step 11



**9. Enter the value on the screen displayed by touching of [Change] for [Divided Mail Size] and touch [OK].**



[Next Page]



[Next Page]

**10.** Enter the value on the screen displayed by touching of [Change] for [Server Quantity] and touch [OK].



**11.** Set the other setting as required, and touch [OK].

**12.** Touch [Exit] to close the Controller NIC Setting screen.

**13.** Turn OFF/ON the power of the copier.

▶▶▶ p.1-2

#### MEMO

- About the details of settings, refer to User's Guide (POD Administrator's Reference).
- About the Administrator mail address settings, refer to User's Guide (POD Administrator's Reference).



## SMB folder

To transfer the scanned data to the shared folder on your computer (SMB folder) by using of the Scan to SMB function of this machine, you need to create the shared folder beforehand.

### Check

- This section describes the procedures to create the shared folder (SMB folder) in the case of Windows Vista.



### Create the Shared Folder

**1. Right-click on the desktop and select [New] - [Folder].**



**2. Enter the folder name.**



**3. Right-click on the folder and select [Share].**



**4. Enter the User Account in the text field and click [Add].**



**5. Select the permission level from the list displayed by clicking [Permission Level] of the added User Account.**



**6. Click [Share].**

## Paper Weight Conversion Chart

Paper type Basic size Paper weight (g/m <sup>2</sup> )	Bond (lb)	Book 25 x 28 (lb)	Bristol 22.5 x 28.5 (lb)	Cover 20 x 26 (lb)	Index 25.5 x 30.5 (lb)	Tag 24 x 36 (lb)
40 - 49 g/m <sup>2</sup>	11 - 12	28 - 32	19 - 21	15 - 17	23 - 26	25 - 29
50 - 61 g/m <sup>2</sup>	13 - 16	33 - 41	22 - 27	18 - 22	27 - 33	30 - 36
62 - 71 g/m <sup>2</sup>	17 - 19	42 - 49	28 - 32	23 - 26	34 - 39	37 - 44
72 - 91 g/m <sup>2</sup>	20 - 24	50 - 61	33 - 41	27 - 33	40 - 50	45 - 55
92 - 130 g/m <sup>2</sup>	25 - 34	62 - 87	42 - 58	34 - 47	51 - 71	56 - 79
131 - 161 g/m <sup>2</sup>	35 - 42	88 - 107	59 - 72	48 - 58	72 - 87	80 - 97
162 - 216 g/m <sup>2</sup>	43 - 57	108 - 146	73 - 98	59 - 80	88 - 119	98 - 133
217 - 244 g/m <sup>2</sup>	58 - 65	147 - 165	99 - 111	81 - 90	120 - 135	134 - 150
245 - 300 g/m <sup>2</sup>	66 - 80	166 - 203	112 - 137	91 - 111	136 - 166	151 - 185
301 - 350 g/m <sup>2</sup>	81 - 93	204 - 235	138 - 159	112 - 129	167 - 193	186 - 215





### MEMO


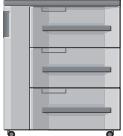
- The Help Screen provides the paper weight conversion table. Press [Help] on the control panel to display the Help Screen, if necessary.




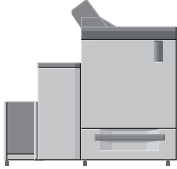
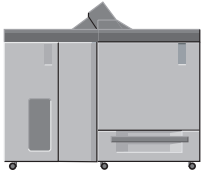
## Specification of the options

Main options are as follows;

Option	Paper Weight	Sheet	Maximum Paper Size	Functions
 Paper Feeding Unit PF-702	40g/m <sup>2</sup> to 300g/m <sup>2</sup> (upper/lower trays)  40g/m <sup>2</sup> to 350g/m <sup>2</sup> (middle trays)	2,000 sheets (80g/m <sup>2</sup> ) for each tray	324 x 463 mm	Paper Feed
 Paper Feeding Unit with Suction Feeding System PF-703	40g/m <sup>2</sup> to 300g/m <sup>2</sup> (upper/lower trays)  40g/m <sup>2</sup> to 350g/m <sup>2</sup> (middle trays)	Upper Tray: 1,300 sheets (80g/m <sup>2</sup> )  Others: 1,850 sheets (80g/m <sup>2</sup> )	324 x 463 mm	Paper Feed
 Staple Finisher FS-521	40g/m <sup>2</sup> to 350g/m <sup>2</sup>  Staple: 40g/m <sup>2</sup> to 244g/m <sup>2</sup>	Main Tray: 3,000 sheets (80g/m <sup>2</sup> )  Sub Tray: 1,850 sheets (80g/m <sup>2</sup> )	Main Tray: 331 x 483 mm  Sub tray: 331 x 488 mm	Staple
 Saddle Stitch Unit SD-506	Sub tray: 40g/m <sup>2</sup> to 350g/m <sup>2</sup>  Saddle stitch unit tray: 50g/m <sup>2</sup> to 244g/m <sup>2</sup>  Multi tri-fold mode tray: 50g/m <sup>2</sup> to 91g/m <sup>2</sup>	Sub tray: 200 sheets (80g/m <sup>2</sup> )  Saddle stitch unit tray: [Fold and Staple] 50 sheets (50-81g/m <sup>2</sup> ) or 49 sheets +1 sheet (200g/m <sup>2</sup> ) [Half Fold] 30 sets  Multi tri-fold mode tray: 20 sets	Sub tray: 331 x 488 mm  Saddle stitch unit tray: 324 x 463 mm  Multi tri-fold mode tray: A4, 8.5 x 11	Fold and Sta- ple Trimming Multi Fold

Option	Paper Weight	Sheet	Maximum Paper Size	Functions
 <p>Folding Unit FD-503</p>	<p>PI upper/ lower tray: 50g/m<sup>2</sup> to 300g/m<sup>2</sup></p> <p>Main Tray/ Sub Tray: 40g/m<sup>2</sup> to 350g/m<sup>2</sup></p> <p>Punch: 50g/m<sup>2</sup> to 216g/m<sup>2</sup> (50g/m<sup>2</sup> to 91g/m<sup>2</sup> for double)</p> <p>Folding Tray: 50g/m<sup>2</sup> to 130g/m<sup>2</sup></p> <p>Double Paral- lel, Gate: 50g/m<sup>2</sup> to 91g/m<sup>2</sup></p>	<p>PI upper/ lower tray: 500 sheets x 2 trays (80g/m<sup>2</sup>)</p> <p>Main Tray: 2,500 sheets (80g/m<sup>2</sup>)</p> <p>Sub Tray: 200 sheets (80g/m<sup>2</sup>)</p> <p>Folding Tray: 30 sets</p>	<p>PI upper/ lower tray: max. 331 x 483 mm</p> <p>Main Tray: 331 x 483 mm</p> <p>Sub Tray: 331 x 488 mm</p> <p>Folding Tray: 305 x 458 mm</p>	<p>Cover Insert Sheet Punch Half Fold Tri-Fold-in Tri-Fold-out Z-Fold Double Parallel Gate</p>
 <p>Paper Feeding Unit with Suction Feeding System PI-PFU</p>	<p>40g/m<sup>2</sup> to 300g/m<sup>2</sup> (upper/lower trays)</p> <p>40g/m<sup>2</sup> to 350g/m<sup>2</sup> (middle trays)</p>	<p>Upper Tray: 1,300 sheets (80g/m<sup>2</sup>)</p> <p>Others: 1,850 sheets (80g/m<sup>2</sup>)</p>	<p>324 x 472 mm</p>	<p>Paper Feed</p>



Option	Paper Weight	Sheet	Maximum Paper Size	Functions
 <p>Large Capacity Stacker LS-505</p>	<p>Main Tray (Stacker): 50g/m<sup>2</sup> to 244g/m<sup>2</sup></p> <p>Sub Tray: 40g/m<sup>2</sup> to 350g/m<sup>2</sup></p>	<p>Main Tray (Stacker): 5,000 sheets (80g/m<sup>2</sup>)</p> <p>Sub Tray: 200 sheets (80g/m<sup>2</sup>)</p> <p>Z-Fold: 20 sheets</p> <p>Half Fold: 40 sheets</p>	<p>Main Tray (Stacker): 331 x 483 mm</p> <p>Sub Tray: 331 x 488 mm</p>	<p>Horizontal Stack</p>
 <p>Perfect Binder PB-502</p>	<p>Cover Tray: 82g/m<sup>2</sup> to 161g/m<sup>2</sup></p> <p>Perfect Binder Tray: 64g/m<sup>2</sup> to 91g/m<sup>2</sup></p> <p>Sub Tray: 50g/m<sup>2</sup> to 300g/m<sup>2</sup></p>	<p>Cover Tray: 1,000 sheets (82g/m<sup>2</sup>)</p> <p>Perfect Binder Tray: 6,600 sheets (80g/m<sup>2</sup>)</p> <p>Sub Tray: 200 sheets (80g/m<sup>2</sup>)</p>	<p>Cover Tray: 307 x 472 mm</p> <p>Perfect Binder Tray: 307 x 221 mm</p> <p>Sub Tray: 331 x 488 mm</p>	<p>Perfect Binding</p>
 <p>Perfect Binder PB-503</p>	<p>Cover Tray: 82g/m<sup>2</sup> to 216g/m<sup>2</sup></p> <p>Perfect Binder Tray: 64g/m<sup>2</sup> to 91g/m<sup>2</sup></p> <p>Sub Tray: 50g/m<sup>2</sup> to 300g/m<sup>2</sup></p> <p>Conveyance section: 40g/m<sup>2</sup> to 350g/m<sup>2</sup></p>	<p>Cover Tray: 1,000 sheets (82g/m<sup>2</sup>)</p> <p>Perfect Binder Tray: 6,600 sheets (80g/m<sup>2</sup>)</p> <p>Sub Tray: 200 sheets (80g/m<sup>2</sup>)</p> <p>Conveyance section: Unlimited</p>	<p>Cover Tray: 307 x 472 mm</p> <p>Perfect Binder Tray: 307 x 221 mm</p> <p>Sub Tray: 331 x 488 mm</p> <p>Conveyance section: 331 x 488 mm</p>	<p>Perfect Binding</p>

**MEMO**

- The paper types supported by options mentioned in the table are Coat, PrePrinted, Fine, Plain, Book/News, Embossed and Blank Insert. Refer to “User’s Guide (Copier)” for more detailed information on paper types corresponding to each device option.















**KONICA MINOLTA**

<http://konicaminolta.com>