KYOCERA

kyoceradocumentsolutions.com

Operation Guide

ECOSYS PA6000x ECOSYS PA5500x
ECOSYS PA5000x ECOSYS PA4500x

Preface

Thank you for purchasing this machine.

This Operation Guide is intended to help you operate the machine correctly, perform routine maintenance, and take simple troubleshooting measures as needed so that the machine can always be used in the optimum condition.

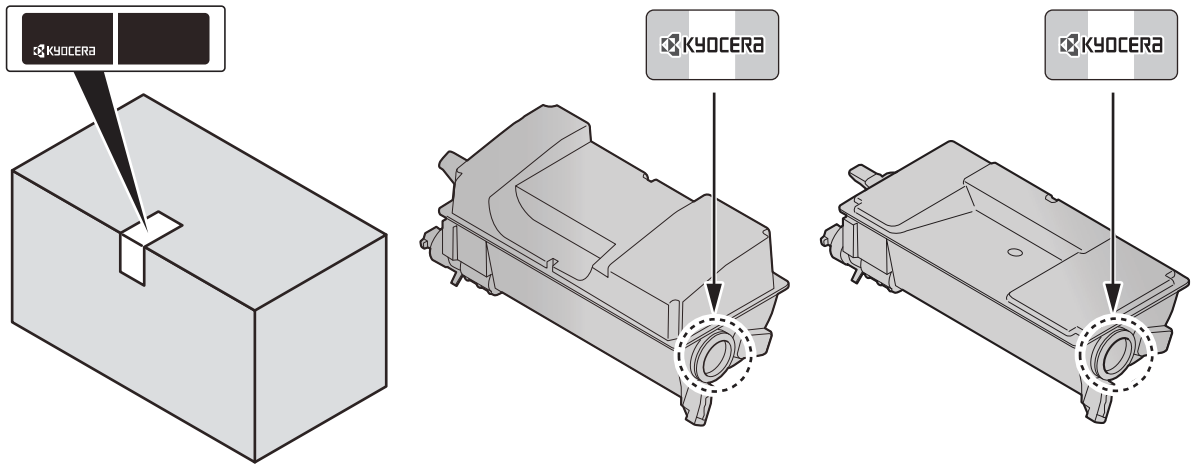
Please read this Operation Guide before using the machine.

To maintain quality, we recommend using genuine Kyocera toner containers, which must pass numerous quality inspections.

The use of non-genuine toner containers may cause failure.

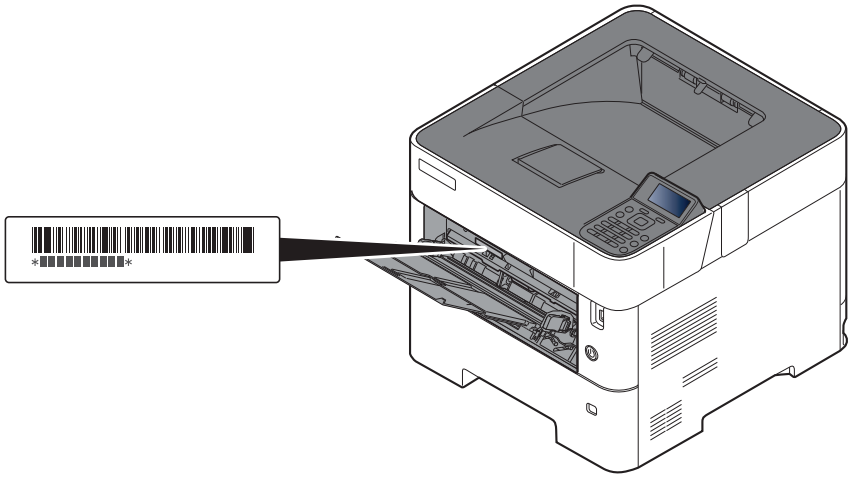
We will not be liable for any damages caused by the use of third party supplies in this machine.

A label is affixed to our replacement genuine toner containers, as shown below.



Checking the Equipment's Serial Number

The equipment's serial number is printed in the location shown in the figure.



You'll need the equipment's serial number when contacting your Service Representative. Please check the number before contacting your Service Representative

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Machine Features

The machine is equipped with many useful functions.

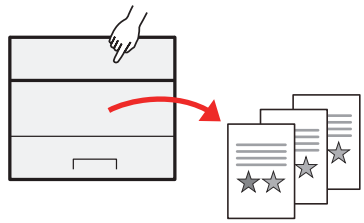
Using Various Functions (page 6-1)

Here are some examples.

Optimize your office workflow

Save frequently used documents in the machine (Custom Box)

You can save the frequently used document in the machine and print it when needed.



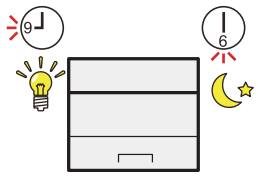
Using a Custom Box (page 5-4)

Save energy and cost

Save energy as needed (Energy Saver function)

The machine is equipped with Energy Saver function that automatically switched into Sleep Mode. You can set appropriate Energy Saver Recovery Level depending on the operation.

In addition, the machine can automatically be switched into Sleep and recovered at a specified time for each day of the week.



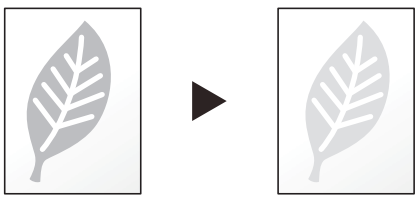
Energy Saver function (page 2-26)

Use less toner for printing (EcoPrint)

You can save toner consumption with this function.

When you only need to check the printed content, such as a trial print run or documents for internal confirmation, use this function to save toner.

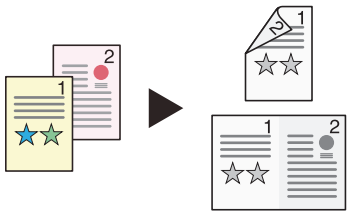
Use this function when a high-quality print is not required.



EcoPrint (page 6-4)

Reduce paper use (Paper Saving Printing)

You can print originals on both sides of the paper. You can also print multiple originals onto one sheet.



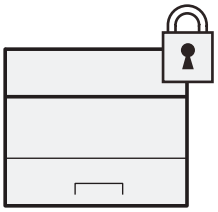
Duplex (page 6-3)

Strengthen security

Protect data on the SSD (Encryption / Overwrite)

You can overwrite the unnecessary data that remains on the SSD automatically.

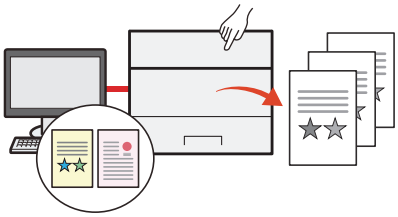
To prevent an external leakage, the machine is able to encrypt data before writing it to the SSD.



Data Security (page 8-40)

Prevent loss of finished documents (Private Print)

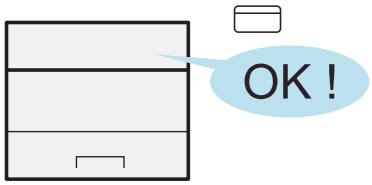
You can temporarily save a printer document in the machine. By printing the document from the machine prevents someone takes your document.



Printing Data Saved on the Printer (page 4-18)

Log in by ID card (Card Authentication)

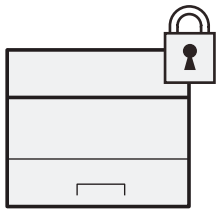
You can log in simply by touching an ID card. You don't need to enter your user name and password.



Card Authentication Kit(B) "Card Authentication Kit" (page 11-3)

Strengthen security (Settings for Administrator)

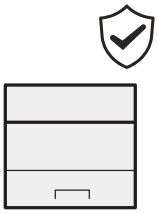
Various functions are available for administrators to strengthen security.



Strengthening the Security (page 2-42)

Preventing from execution of the unauthorized programs (Allowlisting)

Execution of the unauthorized software or the tampering of the software can be prevented, and possible to maintain the reliability of the system.

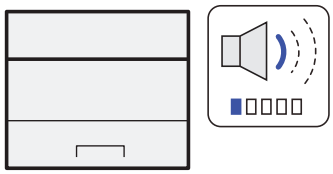


Allowlisting (page 8-43)

Use functions more efficiently

Make the machine quiet (Quiet Mode)

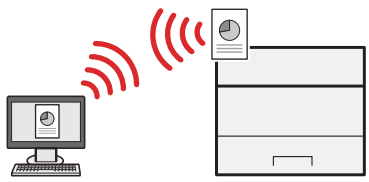
You can make the machine quiet by reducing its running noise. You can configure this mode by job.



Quiet Mode (page 6-3)

Install the machine without concerning the network cables (Wireless Network)

In an environment where the wireless LAN is used, you can install the machine without concerning the network cables. In addition, Wi-Fi Direct, etc. are supported.

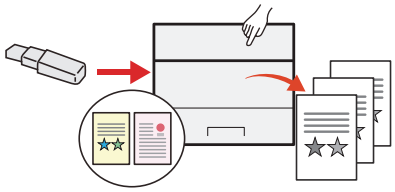


Configuring the Wireless Network (page 2-18)
Setting Wi-Fi Direct (page 2-24)

Use USB drive (USB Drive)

It is useful when you need to print document outside your office or you cannot print document from your PC.

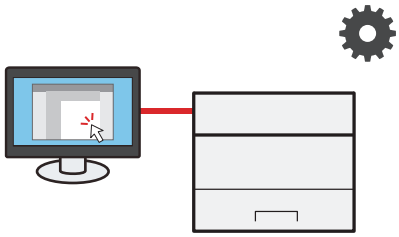
You can print the document from the USB drive by plugging it directly into the machine.



Using Removable USB Drive (page 5-10)

Perform remote operation (Command Center RX)

You can access to the machine remotely to print, send or download data. Administrators can configure the machine behavior or management settings.



Command Center RX (page 2-43)

Guides Provided with the Machine

The following guides are provided with the machine. Refer to each guide as needed.

The contents of the guides are subject to change without notice for the purpose of improvement of machine performance.

Printed guides

Start using the machine quickly	**Quick Guide** Explains how to use basic functions of the machine, how to use convenient features, how to perform routine maintenance, and what to do when problems occur.
For safe use of the machine	**Safety Guide** Provides safety and cautionary information for installation environment and use of the machine. Be sure to read this guide before using the machine.
	Safety Guide (ECOSYS PA4500x/ECOSYS PA5000x/ECOSYS PA5500x/ ECOSYS PA6000x) Indicates the space required for machine installation, and describes the cautionary labels and other safety information. Be sure to read this guide before using the machine.

Guides (PDF) on our website

Use the machine thoughtfully	**Operation Guide (This Guide)** Explains how to load paper and perform basic operations, and indicates default settings and other information.
Use the ID card	**Card Authentication Kit (B) Operation Guide** Explains how to perform authentication using the ID card.
Strengthen security	**Data Encryption/Overwrite OPERATION GUIDE** Explains how to introduce and use the Data Encryption/Overwrite Function, and how to overwrite and encrypt data.
Easily register machine information and configure settings	**Command Center RX User Guide** Explains how to access the machine from a Web browser on your computer to check and change settings.
Print data from a computer	**Printer Driver User Guide** Explains how to install the printer driver and use the printer function.
Directly print a PDF file	**KYOCERA Net Direct Print Operation Guide** Explains how to print PDF files without launching Adobe Acrobat or Reader.
Monitor the machine and printers on the network	**KYOCERA Net Viewer User Guide** Explains how to monitor your network printing system (the machine) with KYOCERA Net Viewer.
Print without using the printer driver	**PRESCRIBE Commands Command Reference** Describes the native printer language (PRESCRIBE commands).
	PRESCRIBE Commands Technical Reference Describes the PRESCRIBE command functions and control for each type of emulation.
Adjust the print position	**Maintenance Menu User Guide** Maintenance Menu provides the explanation on how to configure the print settings.

Install the following versions of Adobe Reader to view the manuals.
Version 8.0 or later

About the Operation Guide (this Guide)

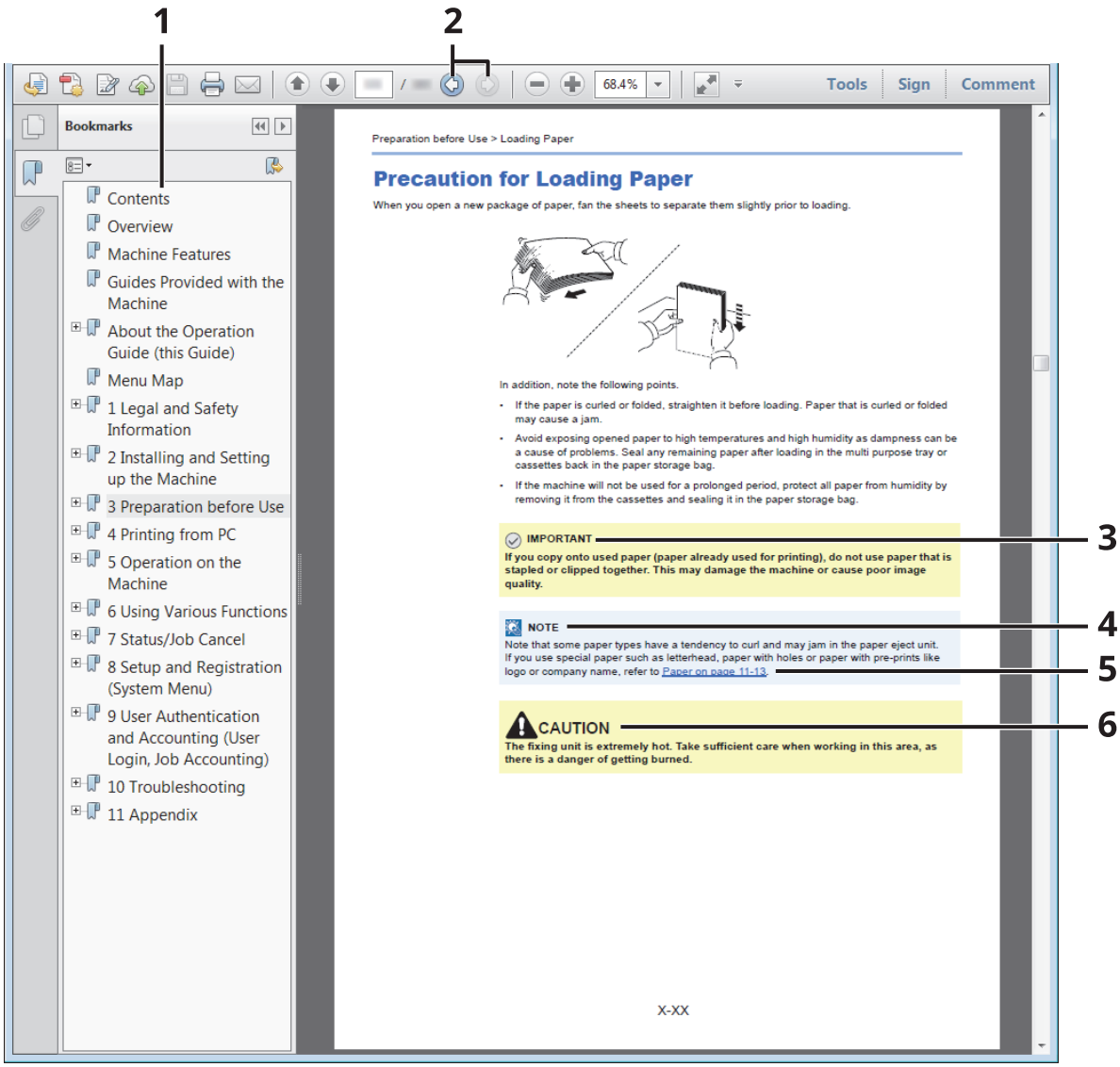
Structure of the guide

The Operation Guide contains the following chapters.

Chapter	Contents
Legal and Safety Information	Provides precautions regarding use of the machine and trademark information.
Installing and Setting up the Machine	Explains part names, cable connections, installation of the software, login, logout, and other matters related to administration of the machine.
Preparation before Use	Explains preparations and settings that are required in order to use the machine, such as how to use the operation panel, and load paper.
Printing from PC	Explains the basic steps for printing.
Operation on the Machine	Explains the basic procedures for using document boxes.
Using Various Functions	Explains convenient functions that are available on the machine.
Status/Job Cancel	Explains how to check the status of a job and the job history, and how to cancel jobs being printed or waiting to print. Also explains how to check paper and toner levels, and how to check the device status.
Setup and Registration (System Menu)	Explains System Menu and how it relates to the operation of the machine.
User Authentication and Accounting (User Login, Job Accounting)	Explains user login and job accounting.
Troubleshooting	Explains what to do when toner runs out, an error is displayed, or a paper jam or other problem occurs.
Appendix	Describes convenient options that are available for the machine. Provides information on media types and paper sizes, and gives a glossary of terms. Explains how to enter characters, and lists the specifications of the machine.

Conventions Used in This Guide

Adobe Reader XI is used as an example in the explanations below.



1 Click an item in the Table of Contents to jump to the corresponding page.
2 Click to move from the current page to the previously displayed page. This is convenient when you want to return to the page from which you jumped to the current page.
3 Indicates operational requirements and restrictions to operate the machine correctly, and avoid damage to the machine or property.
4 Indicates supplemental explanations and reference information for operations.
5 Click the underlined text to jump to the corresponding page.
6 Indicates that personal injury or mechanical damage may result from insufficient attention to or incorrect compliance with the related points.

NOTE
The items that appear in Adobe Reader vary depending on how it is used. If the Table of Contents or tools do not appear, refer to Adobe Reader Help.

Certain items are indicated in this guide by the conventions described below.

Convention	Description
[**Bold**]	Indicates keys and buttons.
"Regular"	Indicates a message or setting.

Conventions used in procedures for operating the machine

In this Operation Guide, continuous operation is as follows:

Actual procedure

1 Select the [**Menu**] key.
2 Select the [▲] or [▼] key to select [**Device Common**].
3 Select the [**OK**] key.

Procedure indicated in this guide

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key

Menu Map

This is a list of menus displayed on the message display. Depending on the settings, some menus may not be displayed. Some menu names may differ from their reference titles.

Custom Box	(Box Selection)	(File Selection)	**Print**		
			Print (Change Set)	Function	Quiet Mode (page 6-3)
					Duplex (page 6-3)
					Paper Output (page 6-4)
					EcoPrint (page 6-4)
					File Name Entry (page 6-4)
					JobFinish Notice (page 6-4)
					Del. after Print (page 6-5)
			Delete		
			Move		
Job Box	Quick Copy (page 4-23)				
	Private/Stored (page 4-19)				
	PIN Print (page 4-26)				
	Job Box Setting (page 4-31)				

[Status]

Rmt. Op. Status (page 7-5)
Job Status (page 7-2)
Job Log (page 7-3)
Keyboard (page 7-5)
Network (page 7-5)
Wi-Fi (page 7-5)
Wi-Fi Direct (page 7-5)
Option Network (page 7-5)
Unit Condition (page 7-5)

Report	**Report Print**	Menu Map (page 8-5)
		Config. List (page 8-5)
		Status Page (page 8-5)
		Font List (page 8-6)
		RAM File List (page 8-6)
		SSD File List (page 8-6)
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	Job Log History	Auto Sending (page 8-6)
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		Destination (page 8-6)
		Subject (page 8-6)
		Personal Info. (page 8-6)
USB Drive	Print File (page 5-10)	
	Remove USB Drive (page 5-11)	
Counter (page 2-40)		
User Property (page 8-7)		
Paper Settings	**MP Tray Set.**	Paper Size (page 8-7)
		Media Type (page 8-7)
	Bulk Feeder Set.	Paper Size (page 8-7)
		Media Type (page 8-7)
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		Other Paper Size (page 8-8)
		Custom PaperSize (page 8-8)
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1 Legal and Safety Information

Please read this information before using your machine. This chapter provides information on the following topics.

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Notice

Safety Conventions in This Guide

The sections of this guide and parts of the machine marked with symbols are safety warnings meant to protect the user, other individuals and surrounding objects, and ensure correct and safe usage of the machine. The symbols and their meanings are indicated below.

WARNING: Indicates that serious injury or even death may result from insufficient attention to or incorrect compliance with the related points.

CAUTION: Indicates that personal injury or mechanical damage may result from insufficient attention to or incorrect compliance with the related points.

Symbols

The ▼ symbol indicates that the related section includes safety warnings. Specific points of attention are indicated inside the symbol.

...[General warning]

...[Warning of high temperature]

The ⃠ symbol indicates that the related section includes information on prohibited actions. Specifics of the prohibited action are indicated inside the symbol.

...[Warning of prohibited action]

...[Disassembly prohibited]

The ● symbol indicates that the related section includes information on actions which must be performed. Specifics of the required action are indicated inside the symbol.

...[General warning]

...[Remove the power plug from the outlet]

...[Always connect the machine to an outlet with a ground connection]

Environment

The service environmental conditions are as follows:

Temperature	50 to 90.5 °F (10 to 32.5 °C)
Humidity	15 to 80%

Avoid the following locations when selecting a site for the machine.

- Avoid locations near a window or with exposure to direct sunlight.
- Avoid locations with vibrations.
- Avoid locations with drastic temperature fluctuations.
- Avoid locations with direct exposure to hot or cold air.
- Avoid poorly ventilated locations.

If the floor is delicate against casters, when this machine is moved after installation, the floor material may be damaged.

During printing, some ozone is released, but the amount does not cause any ill effect to one's health. If, however, the machine is used over a long period of time in a poorly ventilated room or when making an extremely large number of prints, the smell may become unpleasant. To maintain the appropriate environment for print work, it is suggested that the room be properly ventilated.

Precautions for Use

Cautions when handling consumables

CAUTION

Do not attempt to incinerate parts which contain toner. Dangerous sparks may cause burns.

Keep parts which contain toner out of the reach of children.

If toner happens to spill from parts which contain toner, avoid inhalation and ingestion, as well as contact with your eyes and skin.

- If you do happen to inhale toner, move to a place with fresh air and gargle thoroughly with a large amount of water. If coughing develops, contact a physician.
- If you do happen to ingest toner, rinse your mouth with water and drink 1 or 2 cups of water to dilute the contents of your stomach. If necessary, contact a physician.
- If you do happen to get toner in your eyes, flush them thoroughly with water. If there is any remaining tenderness, contact a physician.
- If toner does happen to get on your skin, wash with soap and water.

Do not attempt to force open or destroy parts which contain toner.

Other precautions

Return the exhausted toner container and waste toner box to your dealer or service representative. The collected toner container and waste toner box will be recycled or disposed in accordance with the relevant regulations.

Store the machine while avoiding exposure to direct sunlight.

Store the machine in a place where the temperature stays below 40 °C while avoiding sharp changes of temperature and humidity.

If the machine will not be used for an extended period of time, remove the paper from the cassette and the Multi Purpose (MP) Tray, return it to its original package and reseal it.

Laser Safety (Europe)

Laser radiation could be hazardous to the human body. For this reason, laser radiation emitted inside this machine is hermetically sealed within the protective housing and external cover. In the normal operation of the product by user, no radiation can leak from the machine.

This machine is classified as Class 1 laser product under IEC/EN 60825-1:2014.

Regarding CLASS 1 laser products, information is provided on the rating label.

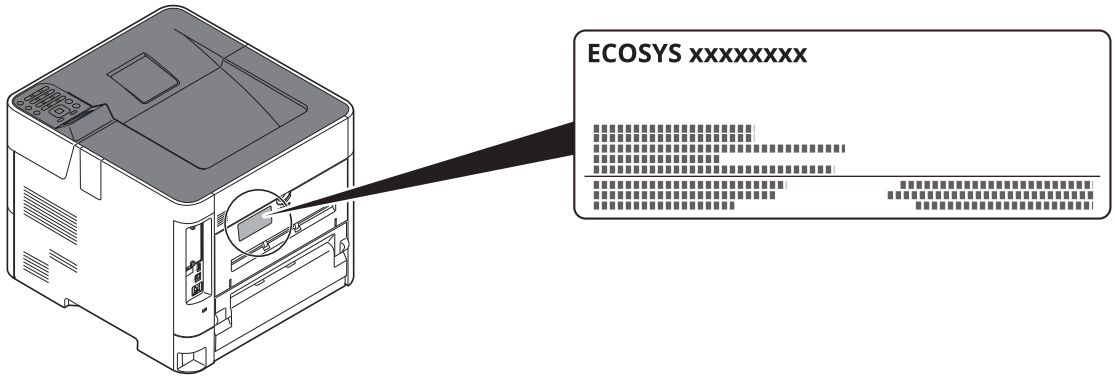
SAFETY OF LASER BEAM (USA)

1. Safety of laser beam

This machine has been certified by the manufacturer to Class 1 level under the radiation performance standards established by the U.S.DHHS (Department of Health and Human Services) in 1968. This indicates that the product is safe to use during normal operation and maintenance. The laser optical system, enclosed in a protective housing and sealed within the external covers, never permits the laser beam to escape.

2. The CDRH Act

A laser-product-related act was implemented on Aug. 2, 1976, by the Center for Devices and Radiological Health (CDRH) of the U.S. Food and Drug Administration (FDA). This act prohibits the sale of laser products in the U.S. without certification, and applies to laser products manufactured after Aug. 1, 1976. The label shown below indicates compliance with the CDRH regulations and must be attached to laser products marketed in the United States. On this machine, the label is on the rear.



3. Maintenance

For safety of the service personnel, follow the maintenance instructions in the other section of this manual.

4. Safety switch

The power to the laser unit is cut off when the front cover is opened.

Safety Instructions Regarding the Disconnection of Power

Caution: The power plug is the main isolation device! Other switches on the equipment are only functional switches and are not suitable for isolating the equipment from the power source.

Attention: Le débranchement de la fiche secteur est le seul moyen de mettre l'appareil hors tension. Les interrupteurs sur l'appareil ne sont que des interrupteurs de fonctionnement: ils ne mettent pas l'appareil hors tension.

Compliance and Conformity

Hereby, KYOCERA Document Solutions Inc. declares that the radio equipment type ECOSYS PA6000x/ECOSYS PA5500x/ECOSYS PA5000x/ECOSYS PA4500x are in compliance with Directive 2014/53/EU.

The full text of the EU declaration of conformity is available at the following internet address:
https://www.kyoceradocumentsolutions.eu/index/service/dlc.html

Module name	Software Ver.	Frequency band in which the radio equipment operates:	Maximum radio-frequency power transmitted in the frequency band in which the radio equipment operates:
IB-51 (Option)	2.2.6	2.4 GHz	100mW
IB-37 (Option)	1.0	2.4 GHz	100mW
		5 GHz	50mW - 1 W
IB-38 (Option)	1.0	2.4 GHz	100mW

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules.

These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.
- The use of a non-shielded interface cable with the referenced device is prohibited.

CAUTION — The changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

This device complies with Part 15 of FCC Rules.

Operation is subject to the following two conditions; (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

The antenna(s) used for this transmitter must be installed to provide a separation distance of at least 20 cm from all persons and must not be co-located or operating in conjunction with any other transmitter.

* The above statements are valid only in the United States of America and Canada.

NOTE — Use shielded interface cables.

Other precautions (for users in California, the United States)

Perchlorate Material - special handling may apply. See *www.dtsc.ca.gov/hazardouswaste/perchlorate*.

EN ISO 7779

Maschinenlärminformations-Verordnung 3. GPSGV, 06.01.2004: Der höchste Schalldruckpegel beträgt 70 dB (A) oder weniger gemäß EN ISO 7779.

EK1-ITB 2000

Das Gerät ist nicht für die Benutzung im unmittelbaren Gesichtsfeld am Bildschirmarbeitsplatz vorgesehen. Um störende Reflexionen am Bildschirmarbeitsplatz zu vermeiden, darf dieses Produkt nicht im unmittelbaren Gesichtsfeld platziert werden.

Wireless Connection (Mexico only)

The operation of this equipment is subject to the following two conditions:

(1) it is possible that this equipment or device may not cause harmful interference, and (2) this equipment or device must accept any interference, including interference that may cause undesired operation.

La operación de este equipo está sujeta a las siguientes dos condiciones:

(1) es posible que este equipo o dispositivo no cause interferencia perjudicial y (2) este equipo o dispositivo debe aceptar cualquier interferencia, incluyendo la que pueda causar su operación no deseada.

Security Precautions when Using Wireless LAN (If equipped)

Wireless LAN allows information to be exchanged between wireless access points instead of using a network cable, which offers the advantage that a LAN connection can be established freely within an area in which radio waves can be transmitted.

On the other hand, the following problems may occur if security settings are not configured, because radio waves can pass through obstacles (including walls) and reach everywhere within a certain area.

Secretly Viewing Communication Contents

A third person with malicious objectives may intentionally monitor radio waves and gain unauthorized access to the following communication contents.

- Personal information including ID, passwords, and credit card numbers
- Contents of email messages

Illegal Intrusion

A third party with malicious intent may gain unauthorized access to personal or company networks and conduct the following illegal actions.

- Extracting personal and confidential information (information leak)
- Entering into communication while impersonating a specific person and distributing unauthorized information (spoofing)
- Modifying and retransmitting intercepted communications (falsification)
- Transmitting computer viruses and destroying data and systems (destruction)

Wireless LAN cards and wireless access points contain built-in security mechanisms to address these problems and to reduce the possibility of these problems occurring by configuring the security settings of wireless LAN products when the product is used.

We recommend that customers take responsibility and use their judgment when configuring the security settings and that they ensure that they fully understand the problems that can occur when the product is used without configuring the security settings.

Limited Use of This Product (If equipped)

- Radio waves transmitted from this product may affect medical equipment. When using this product in a medical institution or in the vicinity of medical instruments, either use this product according to the instructions and precautions provided by the administrator of the institution or those provided on the medical instruments.
- Radio waves transmitted from this product may affect automatic control equipment including automatic doors and fire alarms. When using this product in the vicinity of the automatic control equipment, use this product according to the instructions and precautions provided on the automatic control equipment.
- If this product is used in devices that are directly related to service including airplanes, trains, ships, and automobiles or this product is used in applications requiring high reliability and safety to function and in devices requiring accuracy including those used in disaster prevention and crime prevention and those used for various safety purposes, please use this product after considering the safety design of the entire system including adoption of a failsafe design and redundancy design for reliability and safety maintenance of the entire system. This product is not intended for use in applications requiring high reliability and safety including aerospace instruments, trunk communication equipment, nuclear power control equipment, and medical equipment; hence, the decision as to whether to use this product in these applications needs to be fully considered and determined.

Sólo México (Mexico only)

Este equipo utiliza el módulo de interfaz de red inalámbrica modelo LBWA1ZZ1CA para conectarse a las redes Inalámbricas.

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https://kyocera.info/

Energy Saving Control Function

The device comes equipped with a **Sleep** where printer functions remain in a waiting state but power consumption is reduced to a minimum after a certain amount of time elapses since the device was last used.

Sleep

The device automatically enters Sleep when 1 minute has passed since the device was last used. The amount of time of no activity that must pass before Sleep is activated may be lengthened.

Sleep (page 2-26)

Automatic 2-Sided Print Function

This device includes 2-sided printing as a standard function. For example, by printing two 1-sided originals onto a single sheet of paper as a 2-sided print, it is possible to lower the amount of paper used.

Duplex (page 6-3)

Printing in duplex mode reduces paper consumption and contributes to the conservation of forest resources. Duplex mode also reduces the amount of paper that must be purchased, and thereby reduces cost. It is recommended that machines capable of duplex printing be set to use duplex mode by default.

Resource Saving - Paper

For the preservation and sustainable use of forest resources, it is recommended that recycled as well as virgin paper certified under environmental stewardship initiatives or carrying recognised ecolabels, which meet EN 12281:2002* or an equivalent quality standard, be used.

This machine also supports printing on 64 g/m^2 paper. Using such paper containing less raw materials can lead to further saving of forest resources.

* : EN12281:2002 "Printing and business paper - Requirements for copy paper for dry toner imaging processes"

Your sales or service representative can provide information about recommended paper types.

Environmental benefits of "Power Management"

To reduce power consumption when idle, this machine is equipped with a power management function that automatically activates energy-saving mode when the machine is idle for a certain period of time.
Although it takes the machine a slight amount of time to return to READY mode when in energy-saving mode, a significant reduction in energy consumption is possible. It is recommended that the machine be used with the activation time for energy-saving mode set to the default setting.

Energy Star (ENERGY STAR®) Program

We participate in the ENERGY STAR® Program.

We provide the products complied with ENERGY STAR® to the market.

ENERGY STAR® is an energy efficiency program with the goal of developing and promoting the use of products with high energy efficiency in order to help prevent global warming. By purchasing the products complied with ENERGY STAR®, customers can help reduce emissions of greenhouse gases during product use and cut energy-related costs.

2 Installing and Setting up the Machine

This chapter provides information for the administrator of this machine, such as part names, cable connection, and software installation.

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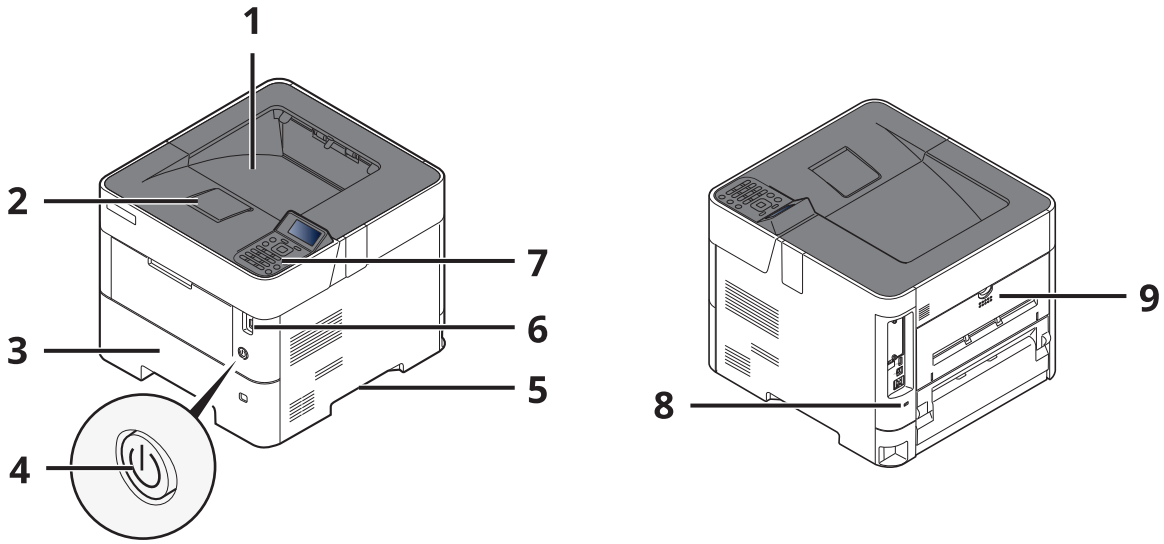
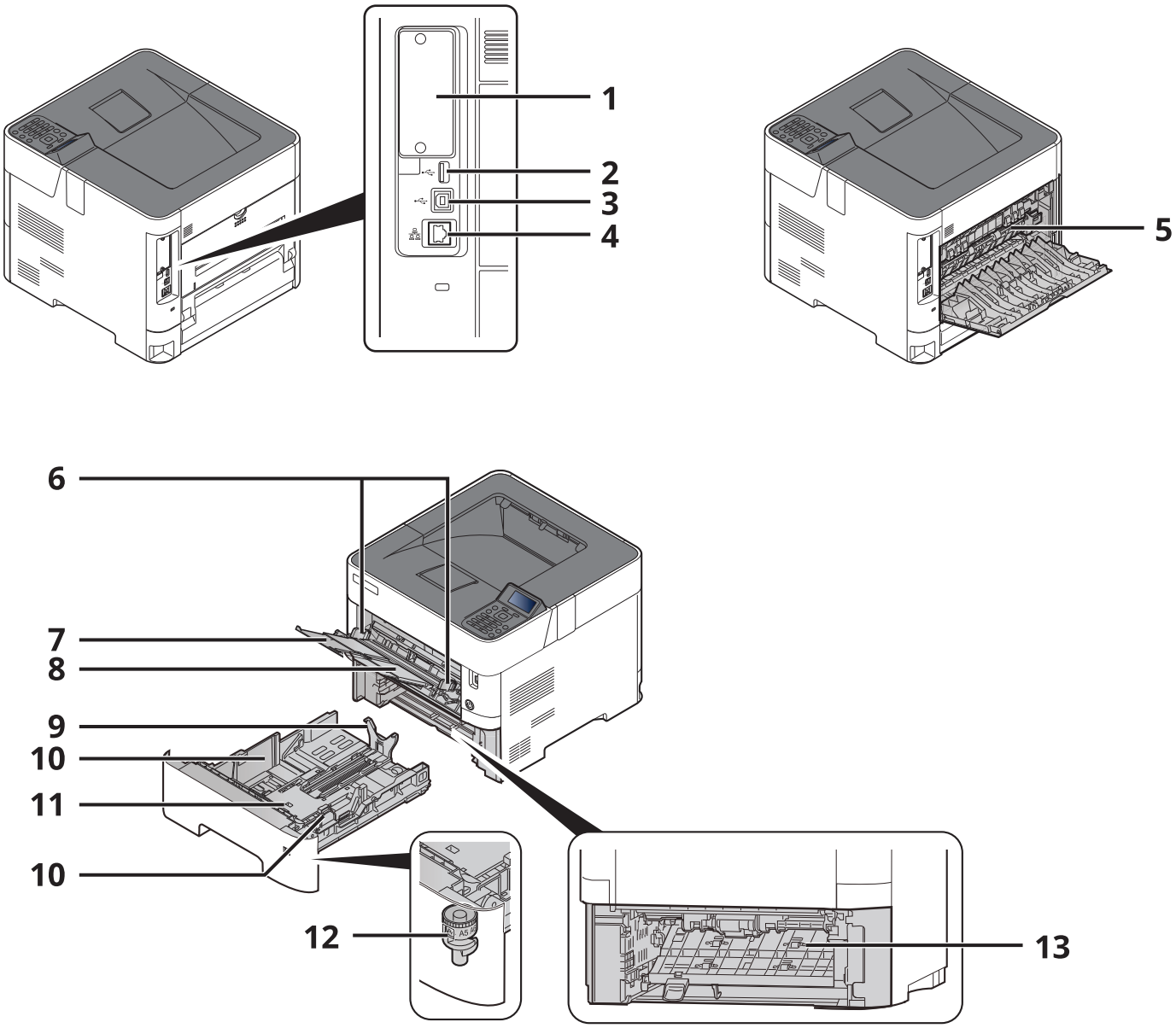
Part Names

Machine Exterior

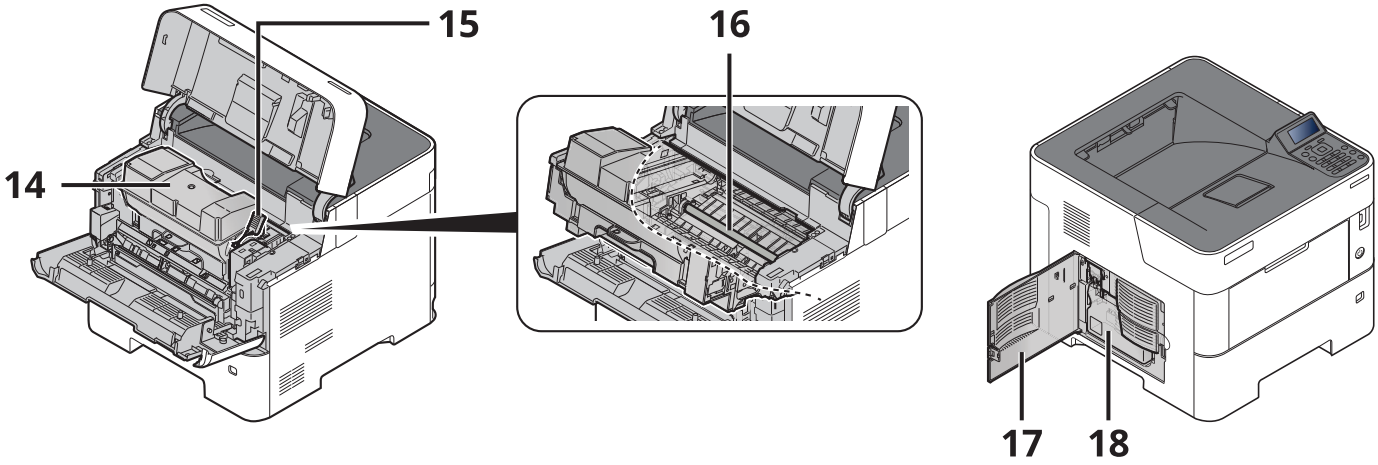


1 Top Tray (Top Cover)
2 Paper Stopper
3 Cassette 1
4 Power Switch
5 Handles
6 USB Drive Slot
7 Operation Panel
8 Anti-theft Lock Slot
9 Rear Cover

Connectors/Interior



1 Option Interface
2 USB Port
3 USB Interface Connector
4 Network Interface Connector
5 Fuser Cover
6 Paper Width Guides
7 Tray Extension
8 Multi Purpose Tray
9 Paper Length Guide
10 Paper Width Guides
11 Bottom Plate (ECOSYS PA4500x only)
12 Size Dial
13 Duplex Cover



14 Toner Container

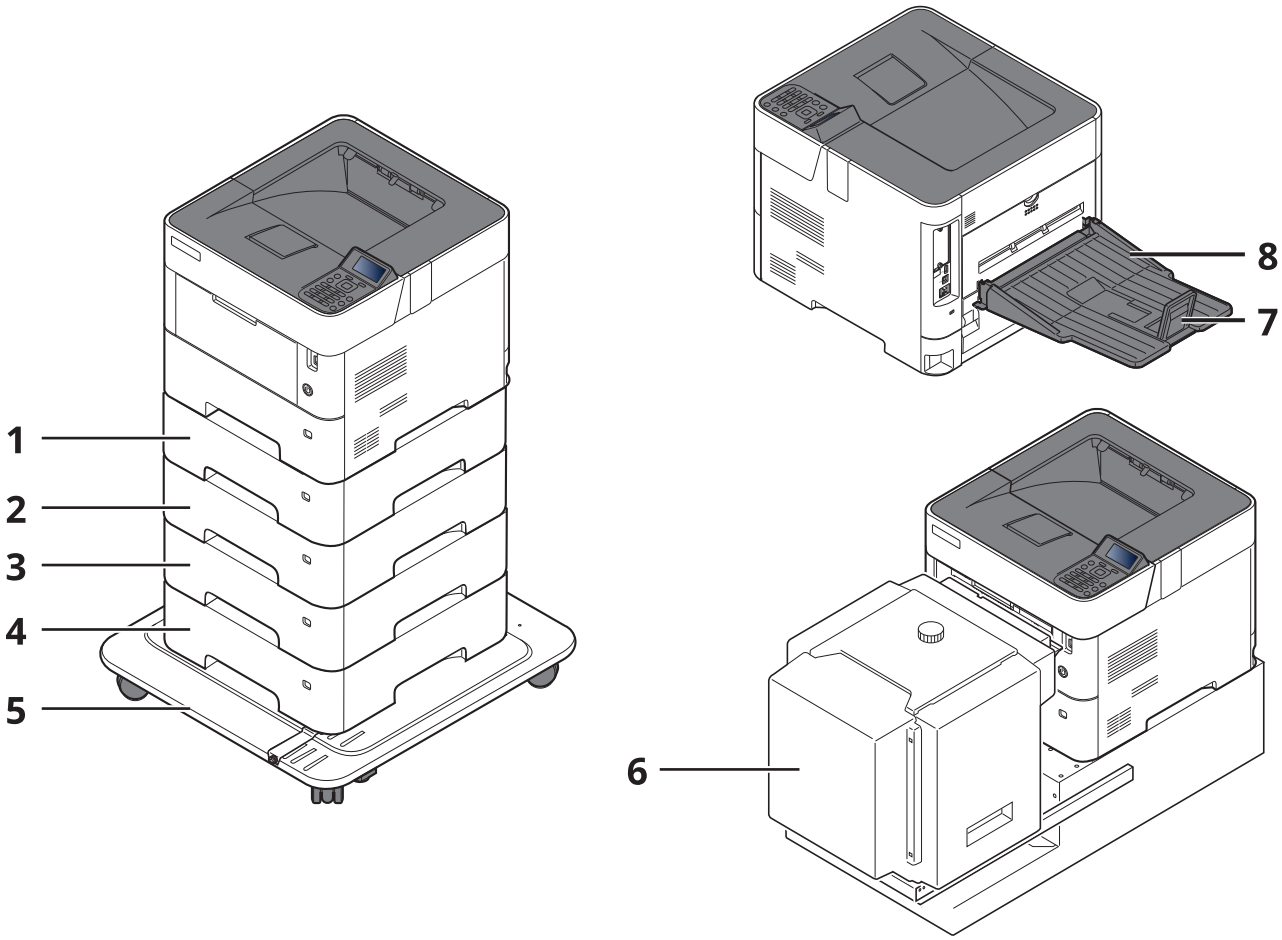
15 Toner Container Lock Lever

16 Registration Roller

17 Left Cover

18 Waste Toner Box

With Optional Equipments Attached



1 Cassette 2
2 Cassette 3
3 Cassette 4
4 Cassette 5
5 Castor kit
6 Large Capacity Feeder, Dedicated stand for mounting PF-3100
7 Paper Stopper
8 Face-up Rear Output Tray (ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x)

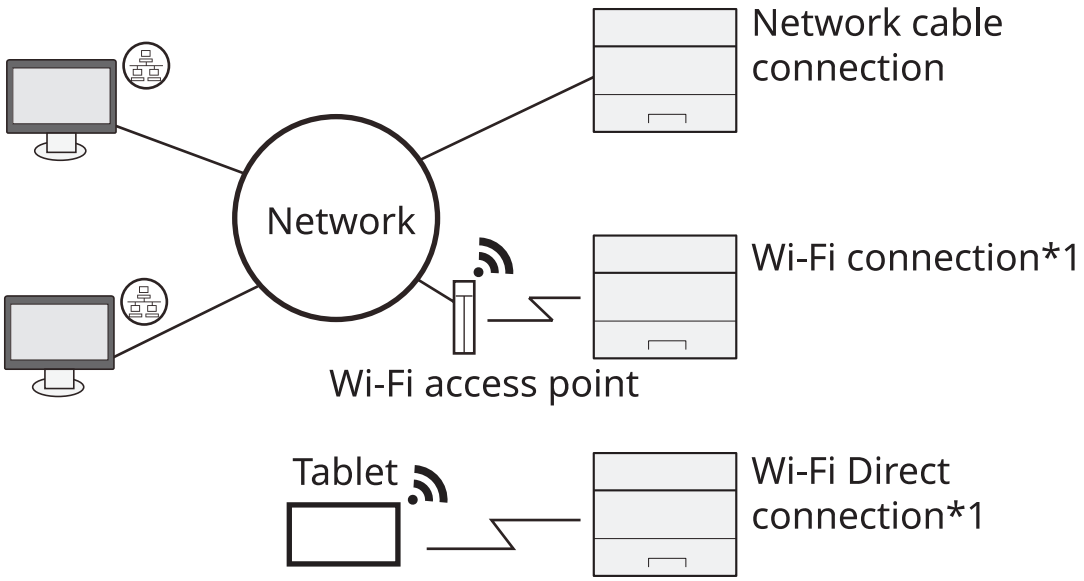
Optional Equipment (page 11-2)

Connecting the Machine and Other Devices

Prepare the cables necessary to suit the environment and purpose of the machine use.

When Connecting the Machine to the PC via USB

When Connecting the Machine to the PC or Tablet by network cable, Wi-Fi, or Wi-Fi direct



*1 Only for models with the optional Wireless Network Interface Kit (IB-37/IB-38).

NOTE

If you are using wireless LAN, refer to the following.

Configuring the Wireless Network (page 2-18)

Cables that Can Be Used

Connection Environment	Function	Necessary Cable
Connect a LAN cable to the machine.	Printer	LAN cable (10BASE-T, 100BASE-TX, 1000BASE-T)
Connect a USB cable to the machine.	Printer	USB 2.0 compatible cable (Hi-Speed USB compliant, max. 5.0 m, shielded)

IMPORTANT

Using a cable other than a USB 2.0 compatible cable may cause failure.

Connecting Cables

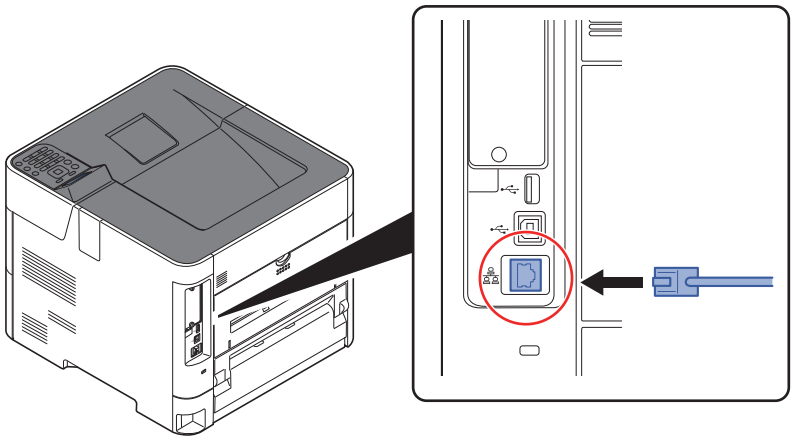
Connecting LAN Cable

IMPORTANT
If the power is on, turn the power switch off.

Power Off (page 2-9)

1 Connect the cable to the machine.

1 Connect the LAN cable to the network interface connector.



2 Connect the other end of the cable to the hub.

2 Power on the machine and configure the network.

Network Setup (page 2-16)

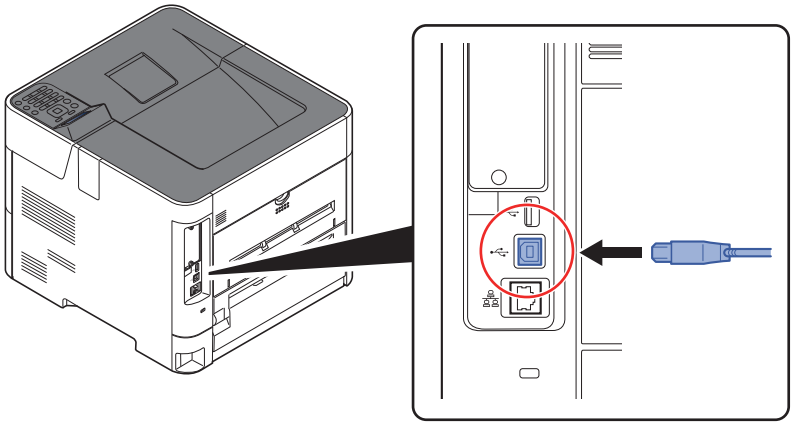
Connecting USB Cable

IMPORTANT
If the power is on, turn the power switch off.

Power Off (page 2-9)

1 Connect the cable to the machine.

1 Connect the USB cable to the USB interface connector.



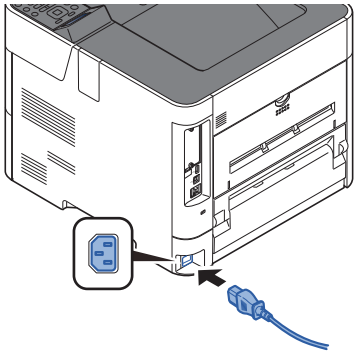
2 Connect the other end of the cable to the PC.

2 Power on the machine.

Connecting the Power Cable

1 Connect the cable to the machine.

Connect one end of the supplied power cable to the machine and the other end to a power outlet.

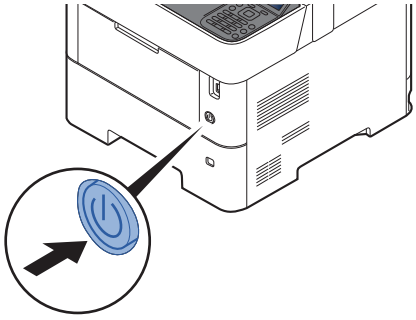


IMPORTANT
Only use the power cable that comes with the machine.

Power On/Off

Power On

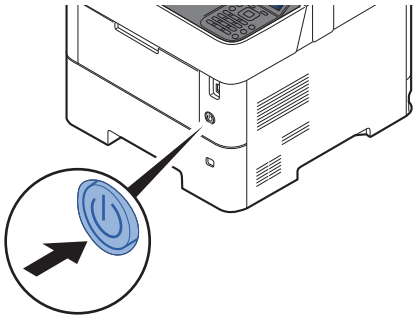
1 Turn the power switch on.



IMPORTANT
When turning off the power switch, do not turn on the power switch again immediately. Wait more than 5 seconds, and then turn on the power switch.

Power Off

1 Turn the power switch off.



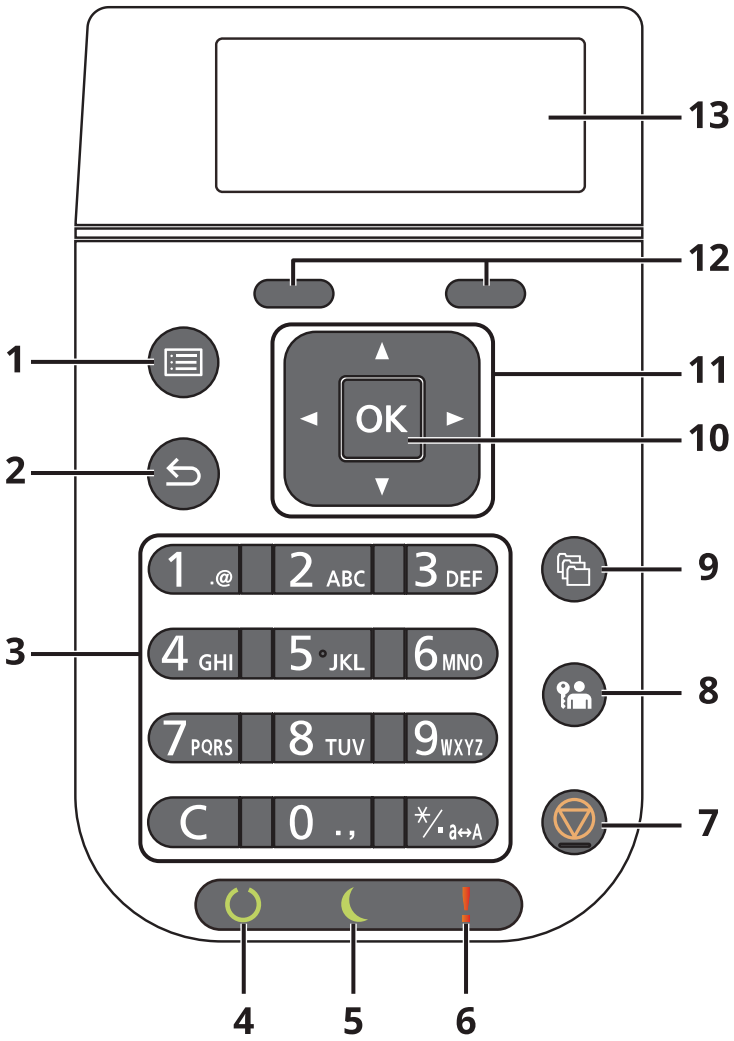
It takes about 3 minutes for power off.

CAUTION
If this machine will be left unused for an extended period (e.g. overnight), turn it off at the main power switch. If the machine will not be used for an even longer period of time (e.g. vacation), remove the power plug from the outlet as a safety precaution.

IMPORTANT
Remove paper from the cassettes and seal it in the paper storage bag to protect it from humidity.

Using the Operation Panel

Operation Panel Keys



1 [**Menu**] key: Displays the Menu screen.

2 [**Back**] key: Returns to the previous display.

3 Numeric Keypad: Enter numbers and symbols.

4 [**Ready**] indicator: Lights up in the print ready state. Blinks during print processing or when an error occurs.

5 [**Energy Saver**] indicator: Lights up when the machine is in energy save mode.

6 [**Attention**] indicator: Lights or blinks when an error occurs and a job is stopped.

7 [**Cancel**] key: Cancels or pauses the job in progress.

8 [**Logout**] key: Exits the operation for the current user (i.e. log out).

9 [**Document Box**] key: Displays the Document Box screen.

10 [**OK**] key: Finalizes a function or menu, and numbers that have been entered.

11 [▲] [▼] [◀] [▶] key: Increments or decrements numbers, or selects menu in the message display. In addition, moves the cursor when entering the characters.

12 Select Key: Selects the menu displayed at the bottom of the message display.

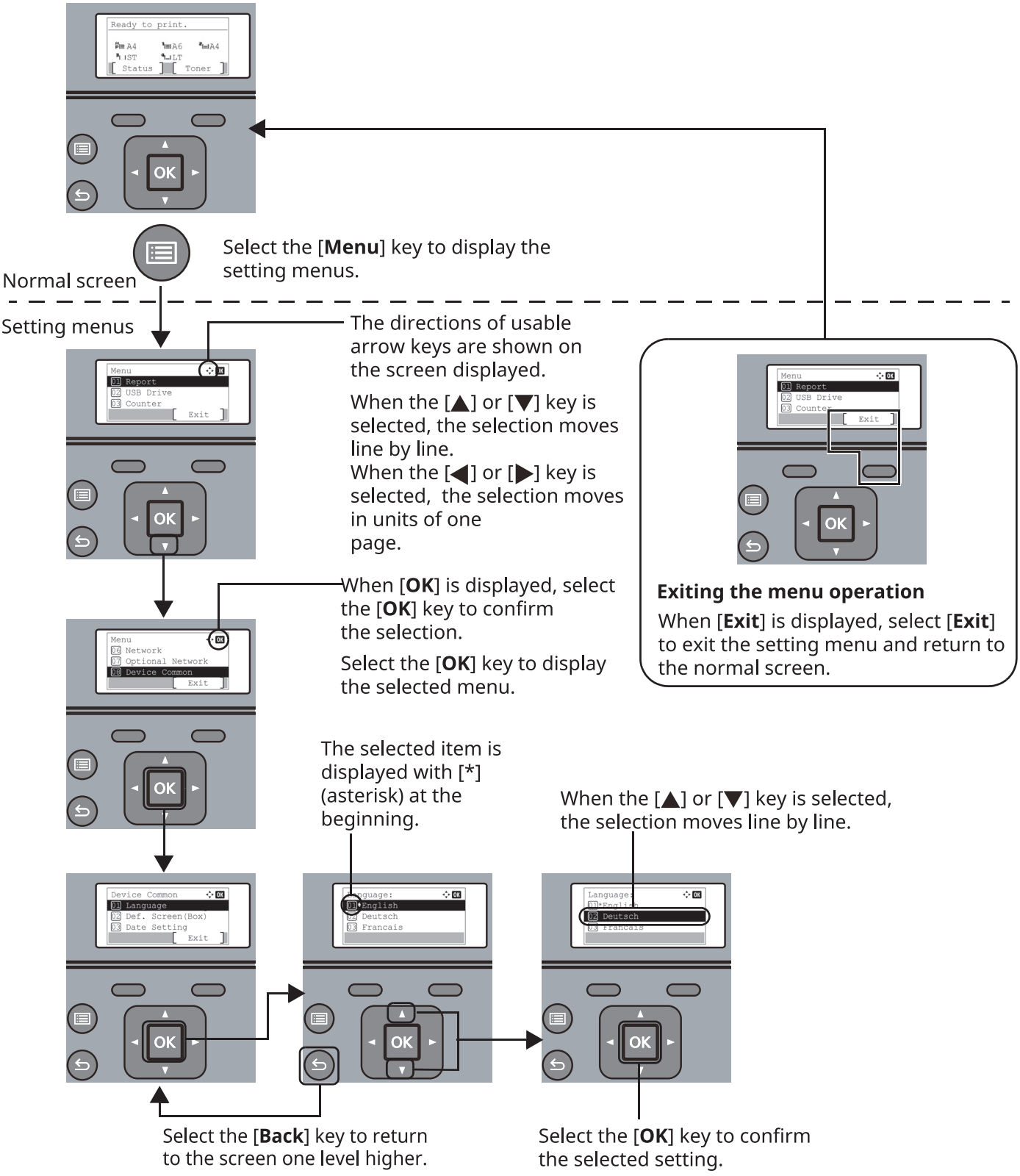
13 Message display: Displays the setting menu and error messages.

Operation Method

This section explains how to operate the setting menus on the message display.

Displaying the Menus and Configuring Settings

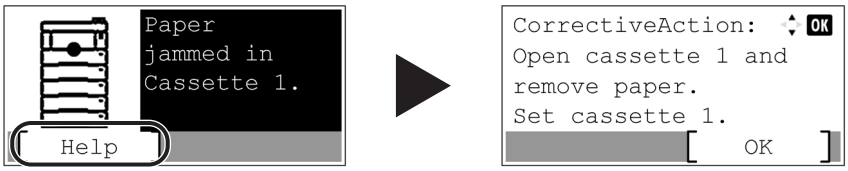
Select the [**Menu**] key to display the setting menus. Select the [▲] key, [▼] key, [◀] key, [▶] key, [**OK**] key, or [**Back**] key to select a menu, and perform settings.



Help Screen

If you have difficulty operating the machine, you can check how to operate it using the operation panel.

When [**Help**] is displayed on the message display, select [**Help**] to display the Help screen. The Help screen shows machine operation.



Select the [▼] key to display the next step or select the [▲] key to display the previous step.

Select the [**OK**] key to exit the Help screen.

Login/Logout

Login

1 Enter the login user name.

1 If the login screen is displayed during operations, select "Login User Name" and select the [**OK**] key.

NOTE
- If [**Netwk Authentic.**] is selected as the user authentication method, [**Menu**] is displayed. Select [**Menu**] and select [**Login Type**] and then it is possible to select the authentication destination as [**Local Authentic.**] or [**Netwk Authentic.**].
- Select [**Menu**] and select [**Domain**] and then it is possible to select from the domains registered.

2 Enter the login user name using the numeric keys and select the [**OK**] key.

Character Entry Method (page 11-10)

NOTE
If you do not know your login User Name, please contact your Administrator.

2 Enter the login password.

1 Select "Login Password" and select the [**OK**] key.

2 Enter the login password and select the [**OK**] key.

Character Entry Method (page 11-10)

NOTE
If you do not know your login Password, please contact your Administrator.

3 Select [Login].

Logout

To logout from the machine, select the [**Logout**] key to return to the login user name/login password entry screen.

Users are automatically logged out in the following circumstances:

- When the machine enters the sleep state.
- When the auto panel reset function is activated.

Default Settings of the Machine

The default settings of the machine can be changed in System Menu. Before using this machine, configure such settings as date and time, network configuration, and energy saving functions as needed.

NOTE

For settings that are configurable from System Menu, refer to the following:

Setup and Registration (System Menu) (page 8-1)

Setting Date and Time

Follow the steps below to set the local date and time at the place of installation.

When you send an E-mail using the transmission function, the date and time as set here will be printed in the header of the E-mail message. Set the date, time and time difference from GMT of the region where the machine is used.

NOTE

- Be sure to set the time difference before setting the date and time.
- The correct time can be periodically set by obtaining the time from the network time server.

Command Center RX User Guide

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Date Setting**] > [**OK**] key

2 Configure the settings.

[▲] [▼] key > [**Time Zone**] > [**OK**] key > Select the time zone > [**OK**] key > [▲] [▼] key > [**Date**] > [**OK**] key > Set the date > [**OK**] key > [▲] [▼] key > [**Time**] > [**OK**] key > Set the time > [**OK**] key > [▲] [▼] key > [**Date Format**] > [**OK**] key > Select the Date Format > [**OK**] key

Item	Description
Time Zone	Set the time difference from GMT. Choose the nearest listed location from the list. If you select a region that utilizes summer time, configure settings for summer time.
Date	Set the date for the location where you use the machine. **Value: Year (2000 to 2037), Month (1 to 12), Day (1 to 31)**
Time	Set the time for the location where you use the machine. **Value: Hour (00 to 23), Minute (00 to 59), Second (00 to 59)**
Date Format	Select the display format of year, month, and date. The year is displayed in Western notation. **Value: Month/Day/Year, Day/Month/Year, Year/Month/Day**

NOTE

Select the [▲] or [▼] key to enter a number.
Select the [◀] or [▶] key to move the position being entered, which is shown highlighted.

Network Setup

Configuring the Wired Network

The machine is equipped with network interface, which is compatible with network protocols such as TCP/IP (IPv4), TCP/IP (IPv6), NetBEUI, and IPSec. It enables network printing on the Windows, Macintosh, UNIX and other platforms.

Set up TCP/IP (IPv4) to connect to the Windows network.

Configuration Method	Description	Reference Page
Configuring the Connection from the Operation Panel on This Machine	Configuring the wired network settings from System menu.	IPv4 setting (page 2-17)
Configuring Connections on the Web Page	For the equipped network interface, the connection can be set by using Command Center RX. For the optional IB-50, the connection can be set by using the dedicated Web page.	**Command Center RX User Guide** IB-50 Operation Guide
Setting the Connection by Using the Setup Utility of IB-50	This is the setup tool included in the CD of IB-50. You can use it on Windows.	IB-50 Operation Guide

NOTE

When you want to switch to the network interface other than Wired (default) after installing an optional Network Interface Kit (IB-50) and a Wireless Network Interface Kit (IB-37/IB-38/IB-51), select the desired setting on "Primary Network".

Primary Network (page 8-26)

Be sure to connect the network cable before configuring the settings.

Connecting LAN Cable (page 2-7)

For other network settings, refer to the following:

Network (page 8-15)

IPv4 setting

NOTE
If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

1 Display the screen.

[**Menu**] key > [▲] [▼] key >[**Network**] > [**OK**] key > [▲] [▼] key > [**Wired Netwk. Set**] > [**OK**] key > [▲] [▼] key >[**TCP/IP Settings**] > [**OK**] key > [▲] [▼] key > [**IPv4 Setting**] > [**OK**] key

2 Configure the settings.

When using DHCP server

- [**DHCP**]: **On**

When setting the static IP address

- [**DHCP**]: **Off**
- [**Auto-IP**]: **Off**
- [**IP Address**]: Enter the address.
- [**Subnet Mask**]: Enter the subnet mask in decimal representation (0 to 255).
- [**Default Gateway**]: Enter the address.

When using the Auto-IP

Enter "0.0.0.0" in [**IP Address**].

When setting the DNS server

In the following cases, set the IP address of DNS (Domain Name System) server.

- When using the host name with "DHCP" setting set to "Off".
- When using the DNS server with IP address that is not assigned by DHCP automatically.

Select [**Auto (DHCP)**] or [**Manual**]. When [**Manual**] is selected, enter [**Primary Server**] and [**Secondary Server**].

IMPORTANT
After changing the setting, restart the network from System Menu, or turn the machine OFF and then ON.

Restart Network (page 8-27)

NOTE
Ask your network administrator for the IP address in advance, and have it ready when you configure this setting.

Configuring the Wireless Network

When the Wireless Network Interface Kit (IB-37/IB-38/IB-51) is installed on the machine and the connection settings are configured, it is possible to print or send in a wireless network (wireless LAN) environment.

IB-37/IB-38 "Wireless Network Interface Kit" (page 11-6)
IB-51 "Wireless Network Interface Kit" (page 11-5)

The configuration methods are as follows:

Configuration Method	Description	Reference Page
Configuring the Connection from the Operation Panel on This Machine	Use Wi-Fi Settings or Wireless Network to configure the network in details from System menu.	Wi-Fi Settings (page 8-16)
Setting the Connection by Using the Wi-Fi Setup Tool	This is the tool included in the Product Library. You can configure the connection according to the instructions provided by the wizard.	Wired Connection with LAN Cable Using Wi-Fi Setup Tool (page 2-18)
Configuring Connections on the Web Page	For the IB-37/IB-38, the connection can be set from the Command Center RX.	**Command Center RX User Guide**
	For the IB-51, the connection can be set on the dedicated Web page.	**IB-51 Operation Guide**
Setting the Connection by Using the Setup Utility of IB-51	This is the setup tool included in the CD of IB-51. You can use it on both Windows and Mac OS.	**IB-51 Operation Guide**

NOTE
When you want to switch to the network interface other than Wired (default) after installing an optional Network Interface Kit (IB-50) and a Wireless Network Interface Kit (IB-37/IB-38/IB-51), select the desired setting on "Primary Network".

Primary Network (page 8-26)

Wired Connection with LAN Cable Using Wi-Fi Setup Tool

To send the Wi-Fi settings configured in the Wi-Fi Setup Tool to the machine, connect the computer or handheld device with the machine locally. To use a wired LAN cable directly connected to the machine, the Auto-IP (Link-local) address will be assigned to the machine and the computer. This machine applies Auto-IP as the default settings.

NOTE
Configure the settings on the operation panel if your computer supports WPS.

Wi-Fi Settings (page 8-16)
Wireless Network (page 8-28)

1 Connect the machine with a computer.

1 Connect the machine with a computer via LAN cable when the machine is powered on.

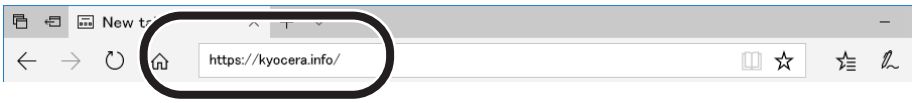
2 Turn on the computer.

IP addresses (link local addresses) of the machine and computer are generated automatically.

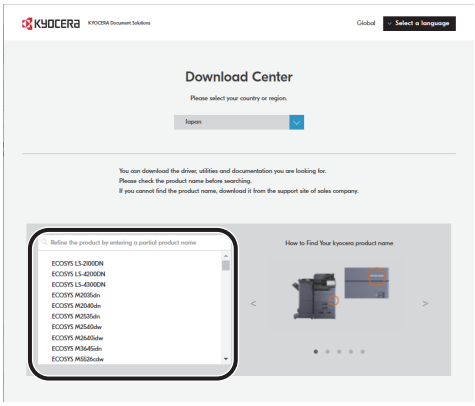
2 Launch the Wi-Fi Setup Tool.

1 Launch a web browser.

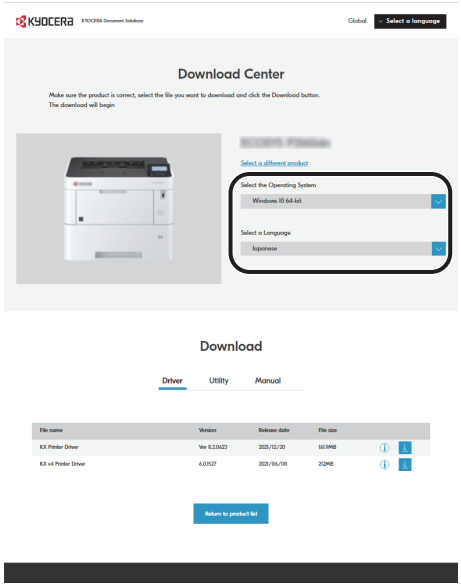
2 Enter "https://kyocera.info/" to the browser's address bar or location bar.



3 Enter and search the product name, and select this product from the candidate list.

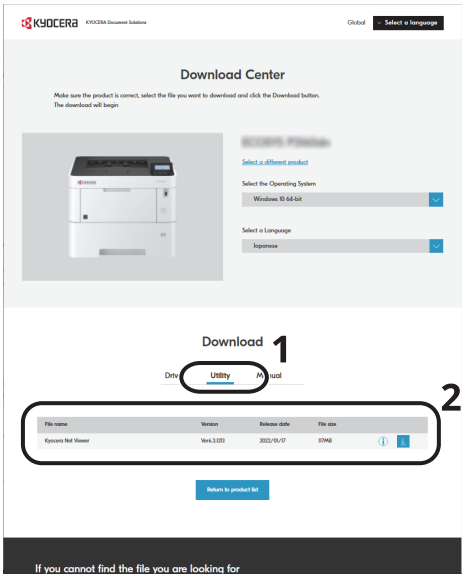


4 Change the selected operating system and its language setting as needed.



5 Utility tab > "Wi-Fi Setup Tool"

The Wi-Fi Setup Tool will be downloaded.



6 Double-click the downloaded installer to launch.

NOTE

- Installation on Windows must be done by a user logged on with administrator privileges.
- If the user account management window appears, click [**Yes**] ([**Allow**]).

3 Configure the settings.

1 [**Do not use automatic configuration**] > [**Next**] > [**Next**]

2 [**Use LAN cable**] > [**Next**] > [**Next**]

3 [**Easy setup**] > [**Next**]

The machine is detected.

NOTE

- Only one machine can be searched using Wi-Fi Setup Tool. It may take times to search the machine.
- If the machine is not detected, select [**Advanced setup**] > [**Next**]. Select [**Express**] or [**Custom**] as device discovery method and specify the IP address or host name to search the machine.

4 Select the machine > [**Next**]

5 Select [**Use the device settings.**] on [**Authentication mode**], and enter the login user name and password.

Enter the Admin login user name and login password to login.

6 Configure the communication settings > [**Next**]

7 Change the settings of access point as necessary > [**Next**]

The network is configured.

Wireless LAN Connection by Wi-Fi Direct Using Wi-Fi Setup Tool

To send the Wi-Fi settings configured in the Wi-Fi Setup Tool to the machine, connect the computer or handheld device with the machine locally.

To use Wi-Fi Direct, confirm that the Wi-Fi Direct is enabled (Wi-Fi Direct is set to [**On**]) and Restart Network from the operation panel, before your computer will be connected to this machine with Wi-Fi Direct.

NOTE

Configure the settings on the operation panel if your computer supports WPS.

Wi-Fi Settings (page 8-16)

Wireless Network (page 8-28)

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Direct Set**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Direct**] > [**OK**] key

2 Configure the settings.

[▲] [▼] key > [**On**] > [**OK**] key

3 Restart the network.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Restart Network**] > [**OK**] key > [**Yes**]

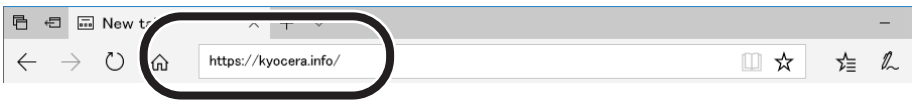
4 Connect a computer or a handheld device with the machine.

Setting Wi-Fi Direct (page 2-24)

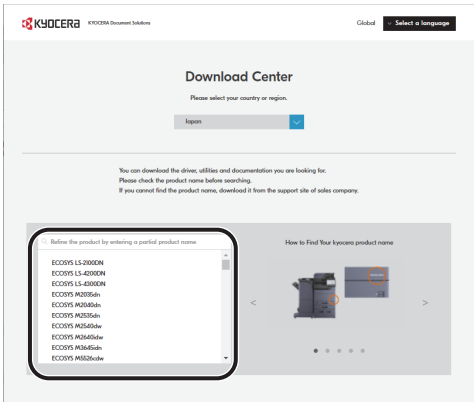
5 Launch the Wi-Fi Setup Tool.

1 Launch a web browser.

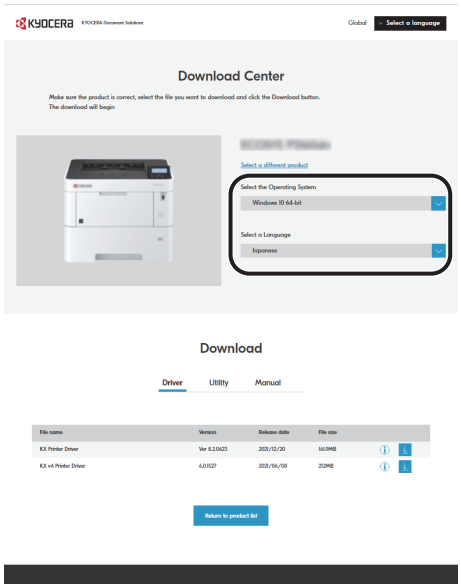
2 Enter "https://kyocera.info/" to the browser's address bar or location bar.



3 Enter and search the product name, and select this product from the candidate list.

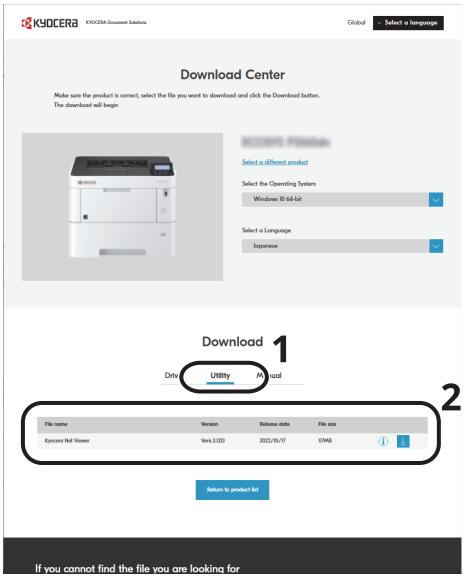


4 Change the selected operating system and its language setting as needed.



5 Utility tab > "Wi-Fi Setup Tool"

The Wi-Fi Setup Tool will be downloaded.



6 Double-click the downloaded installer to launch.

NOTE

- Installation on Windows must be done by a user logged on with administrator privileges.
- If the user account management window appears, click [**Yes**] ([**Allow**]).

6 Configure the settings.

1. [**Do not use automatic configuration**] > [**Next**] > [**Next**]
2. [**Wi-Fi Direct**] > [**Next**] > [**Next**]
3. [**Advanced setup**] > [**Next**]

   Select [**Express**] or [**Custom**] as device discovery method and specify the IP address or host name to search the machine.
4. Select the machine > [**Next**]
5. Select [**Use the device settings.**] on [**Authentication mode**], and enter the login user name and password.

   Enter the Admin login user name and login password to login.
6. Configure the communication settings > [**Next**]
7. Change the settings of access point as necessary > [**Next**]

   The network is configured.

Setting Wi-Fi Direct

You can install the optional Wireless Network Interface Kit (IB-37/IB-38) on the machine and configure the connection settings to print in a Wi-Fi Direct environment. The configuration methods are as follows:

Configuring the Connection from the Operation Panel on This Machine

Connecting to Computers or Handheld Devices that Support Wi-Fi Direct

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Direct Set**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Direct**] > [**OK**] key

2 Configure the settings.

[▲] [▼] key > [**On**] > [**OK**] key

3 Restart the network.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Restart Network**] > [**OK**] key > [**Yes**]

4 Specify the machine name from the computer or handheld device.

If a confirmation message appears on the operation panel of the machine, select [**Yes**].

The network between this machine and the handheld device is configured.

Connecting to Computers or Handheld Devices Unsupported Wi-Fi Direct

Here, we'll explain the procedures for connecting to iOS handheld devices.

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Direct Set**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Direct**] > [**OK**] key

2 Configure the settings.

[▲] [▼] key > [**On**] > [**OK**] key

3 Restart the network.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Restart Network**] > [**OK**] key > [**Yes**]

4 [Status] key > [▲] [▼] key > [Wi-Fi Direct] > [OK] key > [▲] [▼] key > [Detail Info] > [OK] key

5 Check the network name (SSID), password, and IP address with the [◀] [▶] keys, and make a note this information.

6 Configure the handheld device.

1. [**Settings**] > [**Wi-Fi**]
2. Select the network name (SSID) appeared in step 5 from the list.
3. Enter the password that was provided in step 5 > [**Connect**]

   The network between this machine and the handheld device is configured.

Configuring the Connection by Using Push Button

When your computer or handheld device does not support Wi-Fi Direct but supports WPS, you can configure the network using push button.

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Direct Set**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Direct**] > [**OK**] key

2 Configure the settings.

[▲] [▼] key > [**On**] > [**OK**] key

3 Restart the network.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Restart Network**] > [**OK**] key > [**Yes**]

4 [Status] key > [▲] [▼] key > [Wi-Fi Direct] > [OK] key > [PushButton Setup] > [OK] key

5 Press the push button on the computer or handheld device and select [Push Button] on the screen of operation panel simultaneously > [Next].

The network between this machine and the computer or handheld device is configured.

IMPORTANT

You can connect up to 10 handheld devices at the same time using Wi-Fi Direct setting. When the devices that support Wi-Fi Direct are connected, if you want to connect other device, disconnect the already-connected devices from the network. The disconnection methods are as follows:

- **Disconnect the network from the computer or handheld computer**
- **Disconnecting all devices from the network on the operation panel**
  Select [Wi-Fi Direct] key > [▲] [▼] key > [ConnectionStatus] > [OK] key > [Menu] > [▲] [▼] key > [Disconnect All] > [OK] key
- **Configuring auto disconnecting time from the System menu**

Wi-Fi Settings (page 8-16)

- **Configuring auto disconnecting time from the Command Center RX**

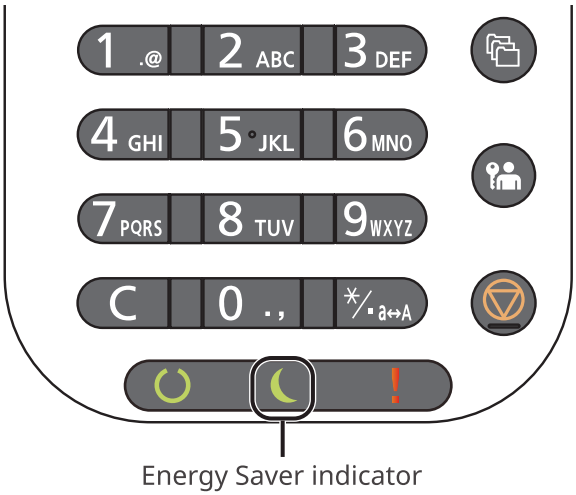
Command Center RX User Guide

Energy Saver function

If a certain period of time elapses after the machine is last used, the machine automatically enters sleep mode, which minimizes power consumption.

Sleep

Message display and all indicators on the operation panel will go out to save a maximum amount of power except the Energy Saver indicator, and then the Energy Saver indicator is flashing. This status is referred to as Sleep.



If print data is received during Sleep, the machine automatically wakes up and starts printing.

To resume, perform one of the following actions.

- Select any key on the operation panel.

Recovery time from Sleep Mode is as follows.

- ECOSYS PA6000x/ECOSYS PA5500x: 25.0 seconds or less
- ECOSYS PA5000x: 20.0 seconds or less
- ECOSYS PA4500x: 15.0 seconds or less

Note that ambient environmental conditions, such as ventilation, may cause the machine to respond more slowly.

Auto Sleep

Auto Sleep automatically switches the machine into Sleep if left idle for a preset time.

The amount of time before entering Sleep is as follows.

- 1 minutes (default setting)

To change the preset sleep time, refer to the following:

Sleep Timer (page 8-34)

Status (Sleep Level Set.)

You can set whether sleep mode operates for each function. When the machine enters sleep mode, the ID card cannot be recognized.

For more information on Status, refer to the following:

Status (page 8-34)

Sleep Level (Energy Saver and Quick Recovery) (models except for Europe)

For sleep level, you can toggle between the following two modes: Energy Saver mode and Quick Recovery mode. The default setting is Energy Saver mode.

Energy Saver mode reduces power consumption even more than Quick Recovery mode, and allows Sleep Mode to be set separately for each function. The ID card cannot be recognized.

NOTE
If the optional Network Interface Kit is installed, this function will not be displayed.

Select the [**OK**] key on the operation panel to execute recovery. If print data is received during Sleep, the machine automatically wakes up and starts printing.

For more information on Sleep level, refer to the following:

Sleep Level (models except for Europe) (page 8-34)

Weekly Timer Settings

Set the machine to automatically sleep and wake up at times specified for each day.

For more information on Weekly Timer Settings, refer to the following:

WeeklyTimer Set. (page 8-35)

Power Off Rule (models for Europe)

If the machine is not used while in sleep mode, the power automatically turns off. The Power Off Rule is used to stop the power from automatically turning off.

The default preset time is 3 days.

For more information on Power Off Rule settings, refer to the following:

Power Off Rule (models for Europe) (page 8-35)

Installing Software

Install appropriate software on your PC from our website (https://kyocera.info/) if you want to use the printer function of this machine.

Published Software (Windows)

Software	Description	Recommended software
KX DRIVER	This driver enables files on a computer to be printed by the machine. Multiple page description languages (PCL XL, KPDL, etc.) are supported by a single driver. This printer driver allows you to take full advantage of the features of the machine. Use this driver to create PDF files.	○
KPDL mini-driver/PCL mini-driver	This is a Microsoft MiniDriver that supports PCL and KPDL. There are some restrictions on the machine features and option features that can be used with this driver.	-
KYOCERA Net Viewer	This is a utility that enables monitoring of the machine on the network.	-
Status Monitor 5	This is a utility that monitors the printer status and provides an ongoing reporting function.	○
KYOCERA Net Direct Print	This makes it possible to print a PDF file without starting Adobe Acrobat/Reader.	-
FONTS	These are display fonts that enable the machine's built-in fonts to be used in a software application.	○
Wi-Fi Setup Tool	A tool to configure the wireless network (wireless LAN) settings of the machine.	-

NOTE
Installation on Windows must be done by a user logged on with administrator privileges.

Installing Software in Windows

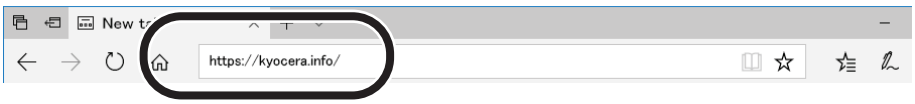
Downloading and installing from the website

Download and install a software from our website.

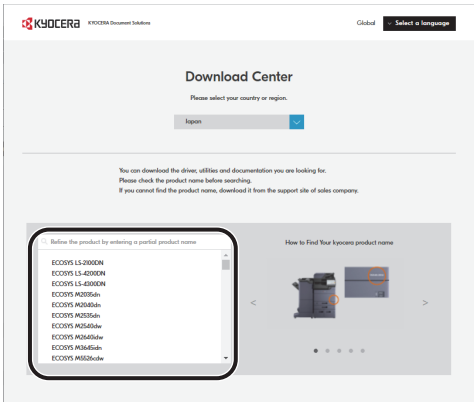
1 Download a software from the website.

1 Launch a web browser.

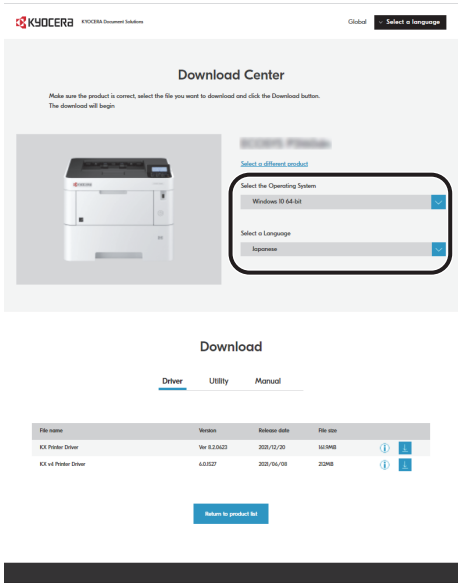
2 Enter "https://kyocera.info/" to the browser's address bar or location bar.



3 Enter and search the product name, and select this product from the candidate list.

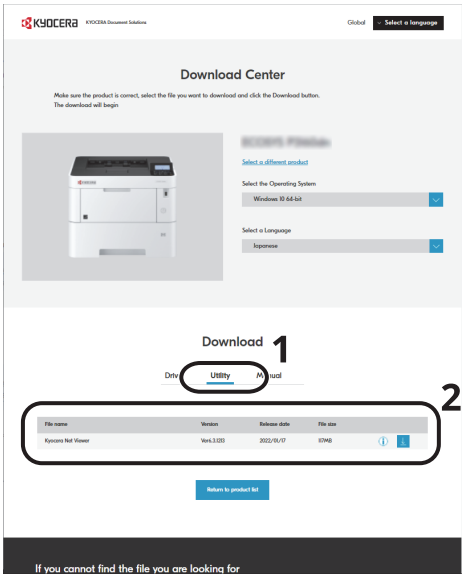


4 Change the selected operating system and its language setting as needed.



5 Click Driver tab or Utility tab > Click of the software you want to download

An installer of the selected software will be downloaded.



2 Double-click the downloaded installer to launch.

Follow the guidance on the screen to install the software.

NOTE

- Installation on Windows must be done by a user logged on with administrator privileges.
- If the user account management window appears, click [**Yes**] ([**Allow**]).

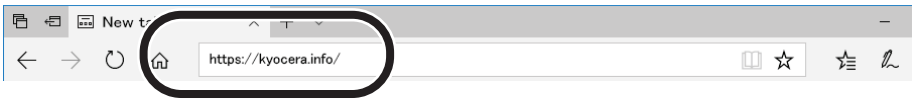
Using the web installer

Install a software by using a web installer downloaded from our website.

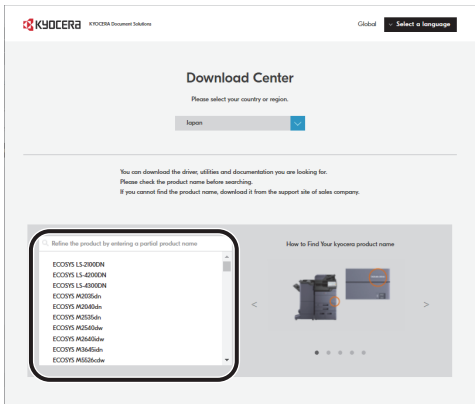
1 Download a software from the website.

1 Launch a web browser.

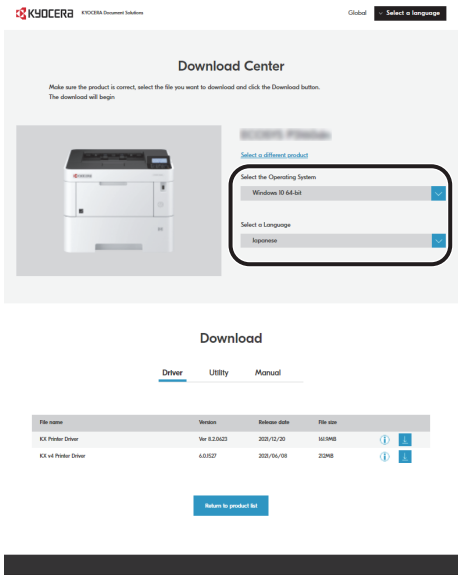
2 Enter "https://kyocera.info/" to the browser's address bar or location bar.



3 Enter and search the product name, and select this product from the candidate list.

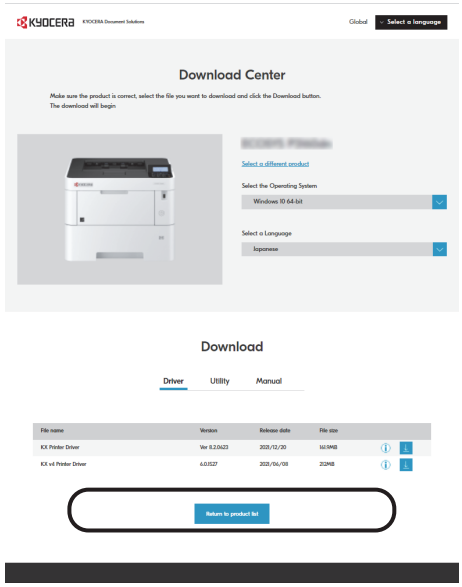


4 Change the selected operating system and its language setting as needed.



5 Click "Web installer" .

A web installer will be downloaded.

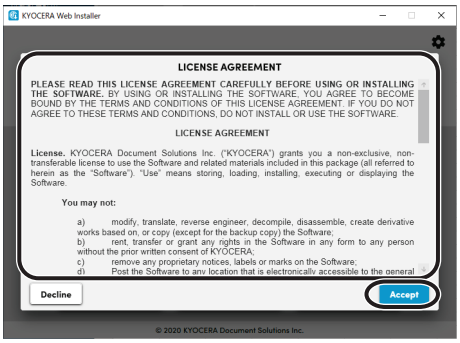


2 Double-click the downloaded installer to launch.

NOTE

- Installation on Windows must be done by a user logged on with administrator privileges.
- If the user account management window appears, click [**Yes**] ([**Allow**]).

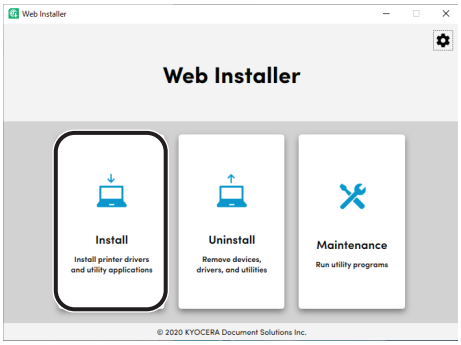
3 Display the screen.



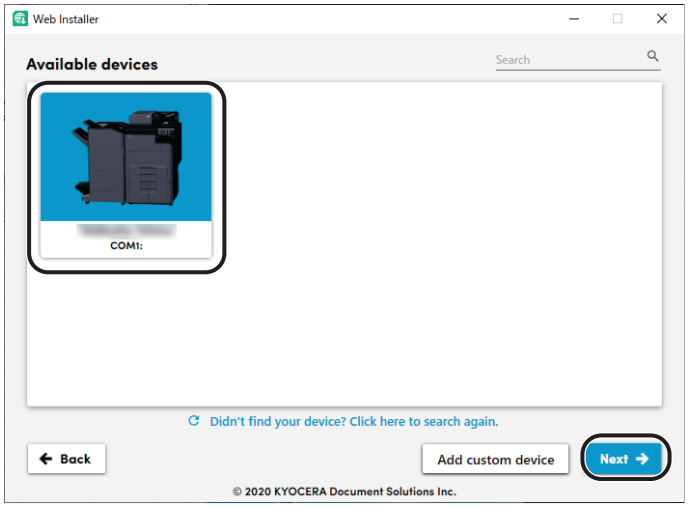
1 Read the license agreement.

2 Click [**Accept**] if there is no problem.

4 Click [Install].



5 Select a model and click [Next].



NOTE

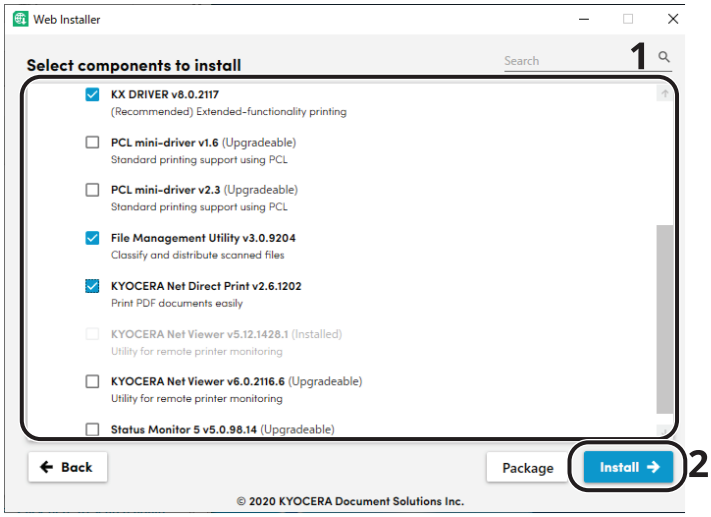
- The machine cannot be detected unless it is on. If the computer fails to detect the machine, verify that it is connected to the computer via a network or USB cable.
- If a desired device is not displayed, select [**Add custom device**] to directly select the device you want to use.

6 Install the softwares.

1 Select softwares you want to install.

NOTE

Softwares recommended to install have ☑ in their checkboxes by default. Configure them as needed.

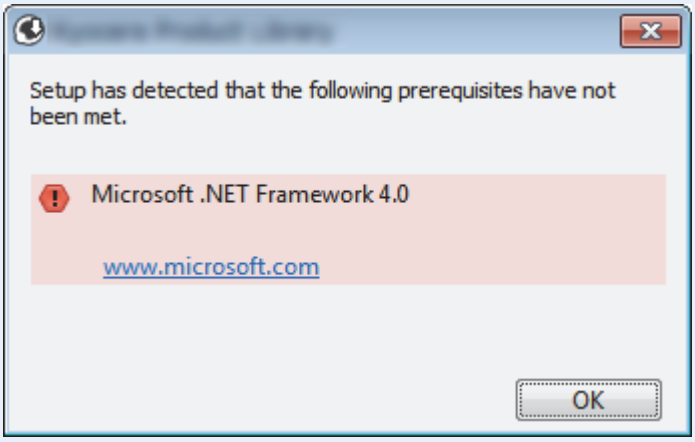


2 Click [**Install**].

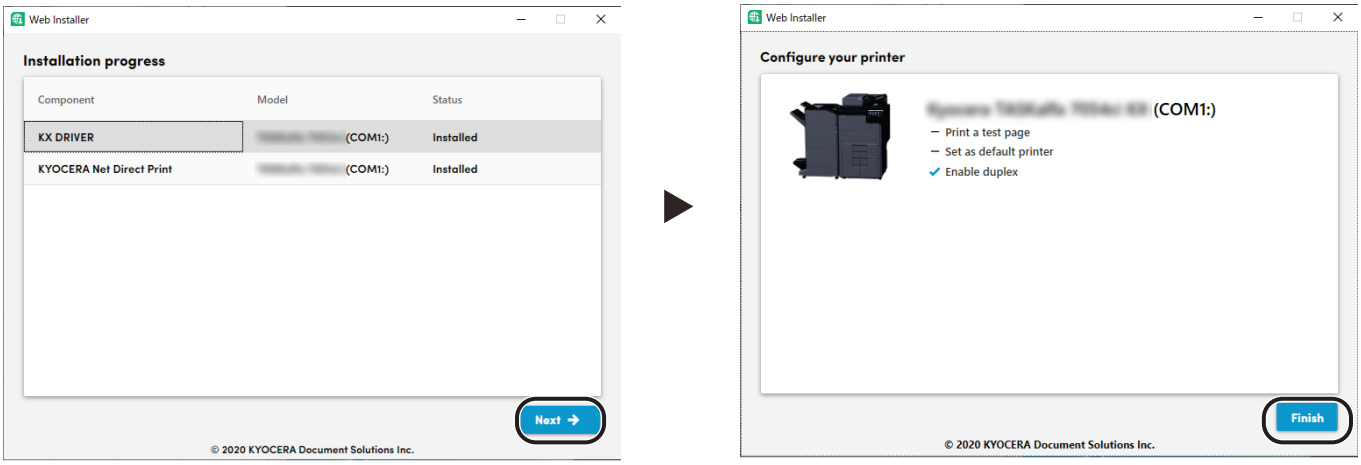
When [**Install**] is clicked, a screen which asks for cooperation for data collection may appear. Select one of the answer choices and click [**OK**].

NOTE

- If the Windows security window appears, click [**Install this driver software anyway**].
- To install Status Monitor for Windows 8.1, it is necessary to install Microsoft.NET Framework 4.0 beforehand.



7 Finish the installation.



Click [**Next**] > [**Finish**] to finish the installation wizard.

If a system restart message appears, restart the computer by following the screen prompts. This completes the printer driver installation procedure.

Uninstalling the Software

Perform the following procedure to delete the Software from your computer.

NOTE
Uninstallation on Windows must be done by a user logged on with administrator privileges.

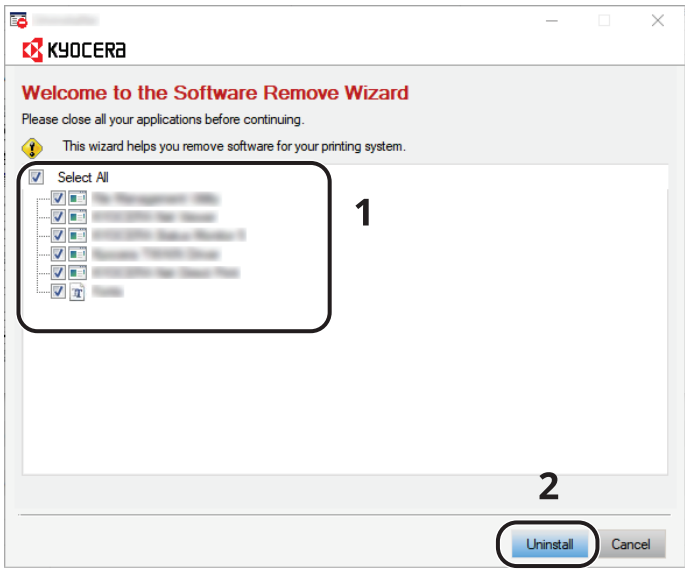
1 Display the screen.

Click the search box in the taskbar, and type “Uninstall Kyocera Product Library” in there. Select [**Uninstall Kyocera Product Library**] in the search list. The Software Uninstall Wizard is displayed.

NOTE
In Windows 8.1, click [**Search**] in charms, and enter "Uninstall Kyocera Product Library" in the search box. Select [**Uninstall Kyocera Product Library**] in the search list.

2 Uninstall the software.

Place a check in the check box of the software to be deleted.



3 Finish uninstalling.

If a system restart message appears, restart the computer by following the screen prompts. This completes the software uninstallation procedure.

NOTE
The software can also be uninstalled using Web Installer. In the screen of Web Installer, click [**Uninstall**], and follow the on-screen instructions to uninstall the software.

Installing Software in Mac Computer

The machine's printer functionality can be used by a Mac computer.

NOTE

- Installation on MAC OS must be done by a user logged on with administrator privileges.
- When printing from a Mac computer, set the machine's emulation to [**KPDL**] or [**KPDL(Auto)**].

Print Settings (page 8-11)

- If connecting by Bonjour, enable Bonjour in the machine's network settings.

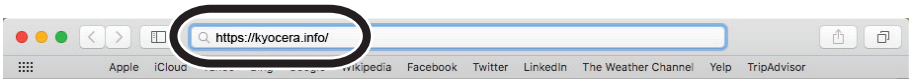
Bonjour (page 8-20)

- In the Authenticate screen, enter the name and password used to log in to the operating system.
- When printing via AirPrint, you do not have to install the software.

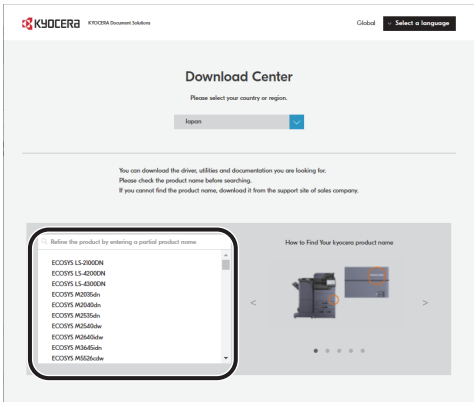
1 Download a software from the website.

1 Launch a web browser.

2 Enter "https://kyocera.info/" into the address bar.



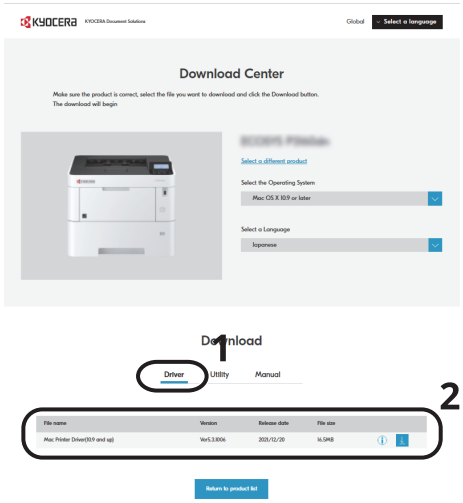
3 Enter and search the product name, and select this product from the candidate list.



4 Change the selected operating system and its language setting as needed.

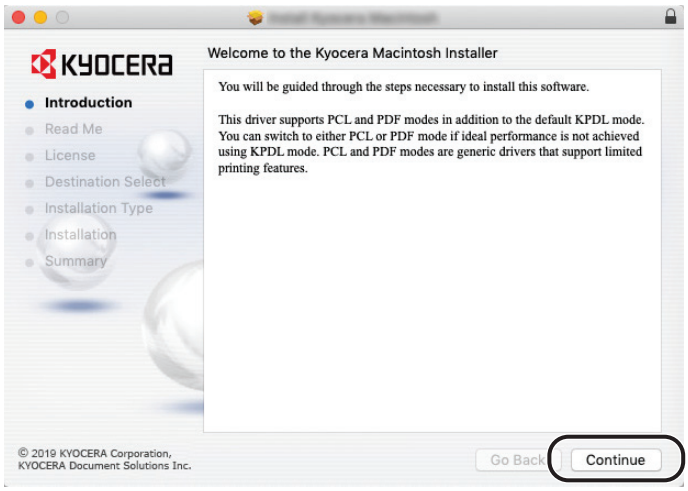
5 Driver tab > Click "Mac Printer Driver(x.x and later)"

An installer of the selected software will be downloaded.



2 Install the Printer Driver.

Double click to launch the downloaded installer.



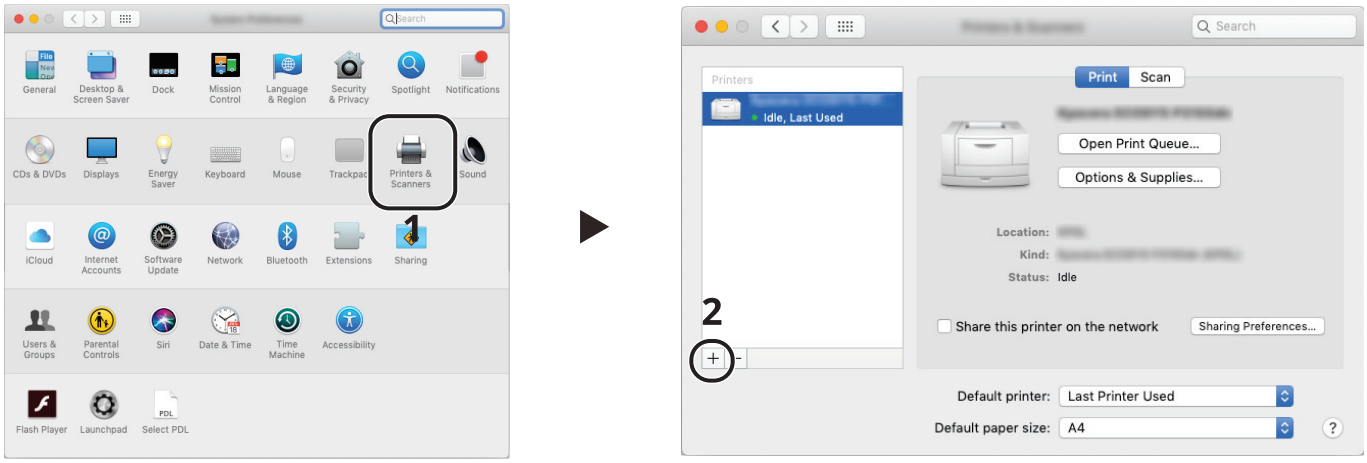
Install the printer driver as directed by the instructions in the installation software.

This completes the printer driver installation.

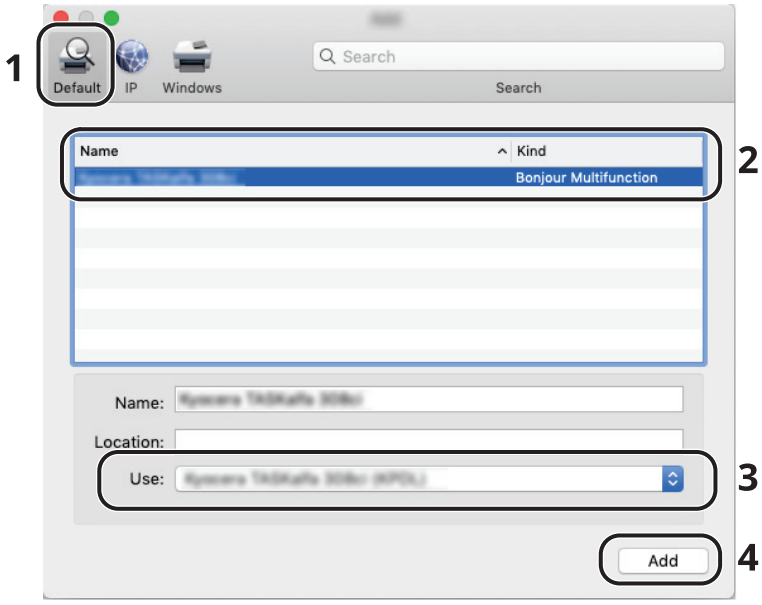
If a USB connection is used, the machine is automatically recognized and connected.
If an IP connection is used, the settings below are required.

3 Configure the printer.

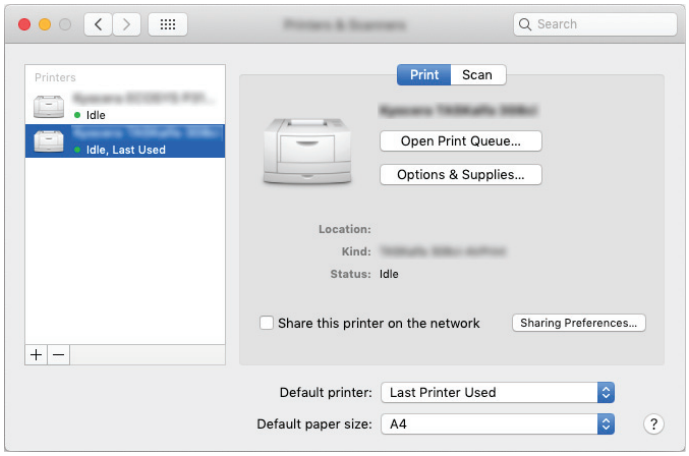
1 Open System Preferences and add the printer.



2 Select [**Default**] and click the item that appears in "Name" and then select the driver in "Use".



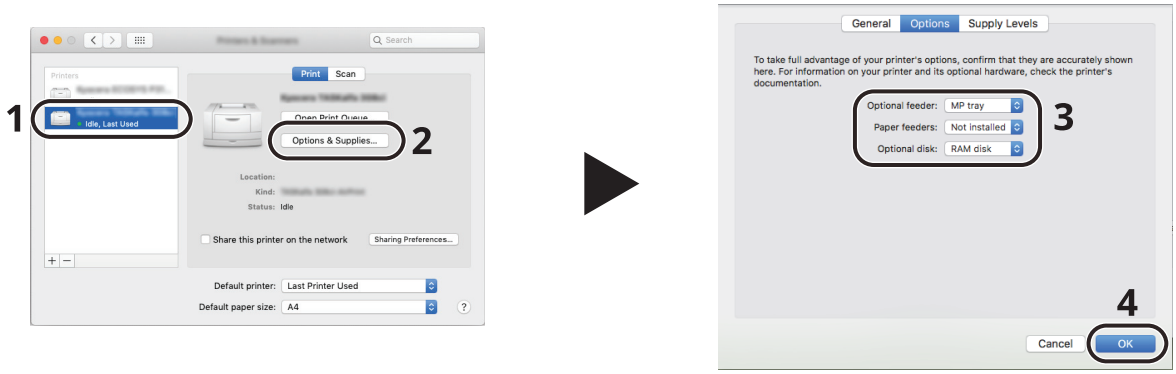
3 The selected machine is added.



NOTE

When using an IP connection, click the IP icon for an IP connection and then enter the host name or IP address. The number entered in "Address" will automatically appear in "Name". Change if needed.

4 Select the printer added newly, and click the [**Options & Supplies...**] to select the options equipped with the machine.



Checking the Counter

Check the number of sheets printed.

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Counter**] > [**OK**] key

2 Check the counter.

Select the item you want to check, and select the [**OK**] key.

Additional Preparations for the Administrator

Administrator Privileges Overview

This machine is shipped with two default users registered one with Machine Administrator privileges, and another with Administrator privileges. The user with Machine Administrator privileges and the user with Administrator privileges can configure important settings for the machine. The differences in the privileges are as follows:

User with Machine Administrator privileges

This user can configure the product's network settings, security settings such as user registration, and the machine's security level.

Security Level (page 8-40)

User with Administrator privileges

This user can configure the product's network settings, user registration, and other security settings. This user cannot set the machine's security level.

Log in as Machine Administrator or Administrator

The user with Machine Administrator privileges or the user with Administrator privileges must log in to configure important settings for the product, such as network settings and security settings. The factory default login user name and login password are set as shown below.

Machine Administrator

User Name	DeviceAdmin
User Name	DeviceAdmin
Login User Name	ECOSYS PA6000x: 6000, ECOSYS PA5500x: 5500, ECOSYS PA5000x: 5000, ECOSYS PA4500x: 4500
Login Password	ECOSYS PA6000x: 6000, ECOSYS PA5500x: 5500, ECOSYS PA5000x: 5000, ECOSYS PA4500x: 4500

Administrator

User Name	Admin
User Name	Admin
Login User Name	Admin
Login Password	xxxxxxxxxx (Serial Number) Checking the Equipment's Serial Number (page i)

IMPORTANT

To ensure security, be sure to change the factory default user name, login user name, and login password. Also, change your password regularly.

Changing User Properties for Local Users (Admin, DeviceAdmin, PowerUser) (page 9-7)

Strengthening the Security

Access rights for configuring important settings are set for the machine administrator and administrator only. Change the login user name and password for the machine administrator and administrator from the factory default settings to ensure that only users with access rights can operate the device properly.

In addition, this machine is equipped with user authentication function, which can be configured to limit the access to this machine to only those who have a registered login name and password.

User Authentication and Accounting (User Login, Job Accounting) (page 9-1)

NOTE

This product has an optional security chip called TPM (UG-50) (Trusted Platform Module). The encryption key used to encrypt confidential information on this machine is stored in a dedicated storage area on the TPM chip. Since this storage area cannot be read from outside the TPM, confidential information can be safely protected.

I want to...	Function	Reference page
Restrict the users of the machine.	User Login	page 9-2
	Auto Panel Reset	page 8-34
	ID Card Settings*1	page 9-14
Prevent another user from handling the documents stored in the machine.	Custom Box*2	page 5-4
Output the document stored in the machine at the time when user operates the device via operation panel.	Remote Printing	page 8-37
Prevent the data stored in the machine from being leaked.	Data Overwrite*3	**Data Encryption/ Overwrite OPERATION GUIDE**
	Encryption*3	
Completely delete the data on the machine before disposing of the machine.	DataSanitization	page 8-41
Protect the transmission from interception and wiretapping.	IPP over TLS	page 8-23
	HTTPS	page 8-23
	SMTP Security	**Command Center RX User Guide**
	POP3 Security	**Command Center RX User Guide**
	Enhanced WSD (TLS)	page 8-25
	IPSec	page 8-30
	SNMPv3	page 8-21
Verify the software in the machine.	SW Verification	page 8-41
Preventing from execution of the unauthorized programs	Allowlisting	page 8-43

*1 The optional Card Authentication Kit is required.
*2 The optional SSD is required.
*3 It is necessary to activate the Data Security Function.

Command Center RX

If the machine is connected to the network, you can configure various settings using Command Center RX.

This section explains how to access Command Center RX, and how to change security settings and the host name.

Command Center RX User Guide

NOTE

To fully access the features of the Command Center RX pages, enter the User Name and Password and click [**Login**]. Entering the predefined administrator password allows the user to access all pages, including Document Box.

Settings that the administrator and general users can configure in Command Center RX are as follows.

Setting	Description	Administ-rator	General User
Device Information	The machine's structure can be checked.	○	○
Job Status	Displays all device information, including print jobs, and job log history.	○	○
Document Box	Add or delete document boxes, or delete documents within a document box.	○	○*1
Device Settings	Configure the advanced settings of the machine.	○	-
Function Settings	Configure the advanced function settings.	○	-
Network Settings	Configure the network advanced settings.	○	-
Security Settings	Configure the security advanced settings.	○	-
Management Settings	Configure the advanced management settings.	○	-

*1 The logged in user may not be able to configure some settings, depending on the permissions of the user.

Accessing Command Center RX

1 Display the screen.

1 Launch your Web browser.

2 In the address or location bar, enter the machine's IP address or the host name.

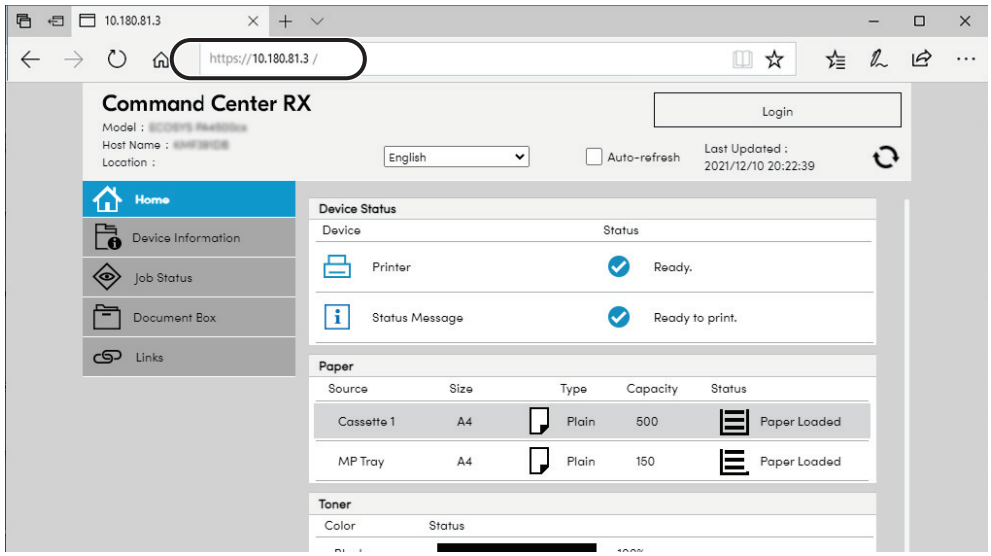
Click in the following order to check the machine's IP address and the host name.

[**Status**] in the home screen > [▲] [▼] key > [**Network**] > [**OK**] key

Example:

https://10.180.81.1 (in the case of /IP address)

https://MFP001 (if the host name is MFP001)



The web page displays basic information about the machine and Command Center RX as well as their current status.

NOTE

If the screen "There is a problem with this website's security certificate." is displayed, configure the certificate.

Command Center RX User Guide

You can also continue the operation without configuring the certificate.

2 Configure the function.

Select a category from the navigation bar on the left of the screen.

NOTE

To fully access the features of the Command Center RX pages, enter the User Name and Password and click [**Login**]. Entering the predefined administrator password allows the user to access all pages, including Document Box.

Changing Security Settings

1 Display the screen.

1 Launch your Web browser.

2 In the address or location bar, enter the machine's IP address or the host name.

Click in the following order to check the machine's IP address and the host name.

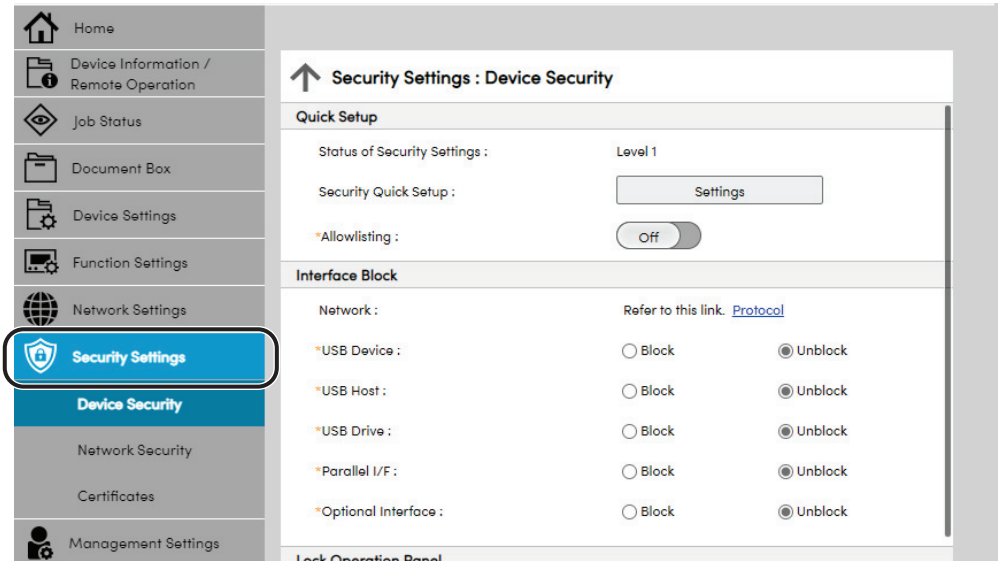
[**Status**] in the home screen > [▲] [▼] key > [**Network**] > [**OK**] key

3 Log in with administrator privileges.

4 Click [**Security Settings**].

2 Configure the Security Settings.

From the [**Security Settings**] menu, select the setting you want to configure.



NOTE

For details on settings related to certificates, refer to the following:

Command Center RX User Guide

Changing Device Information

1 Display the screen.

1 Launch your Web browser.

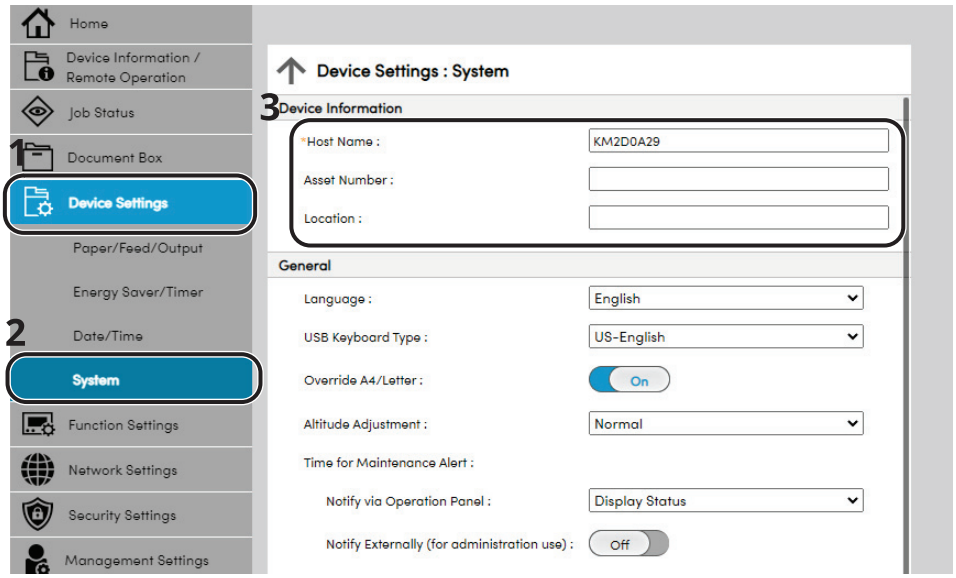
2 In the address or location bar, enter the machine's IP address or the host name.

Click in the following order to check the machine's IP address and the host name.

[**Status**] in the home screen > [▲] [▼] key > [**Network**] > [**OK**] key

3 Log in with administrator privileges.

4 From the [**Device Settings**] menu, click [**System**].



2 Specify the host name.

Enter the device information, and then click [**Submit**].

IMPORTANT

After changing the setting, restart the network or turn the machine OFF and then ON.

To restart the network interface card, click [Reset] in the [Management Settings] menu, and then click [Restart Network] in "Restart".

E-mail Settings

By configuring the SMTP settings, it is possible to send E-mail notices when jobs have been completed.

To use this function, this machine must be connected to a mail server using the SMTP protocol.

In addition, configure the following.

- SMTP settings
  Item: "SMTP Protocol" and "SMTP Server Name" in "SMTP"
- The sender address when the machine sends E-mails
  Item: "Sender Address" in "E-mail Send Settings"
- The setting to limit the size of E-mails
  Item: "E-mail Size Limit" in "E-mail Send Settings"

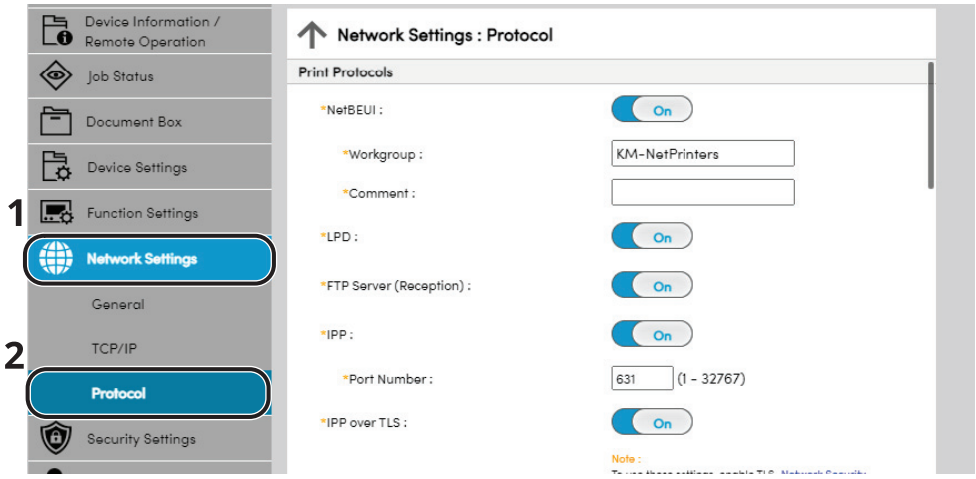
The procedure for specifying the SMTP settings is explained below.

1 Display the screen.

Display the SMTP Protocol screen.

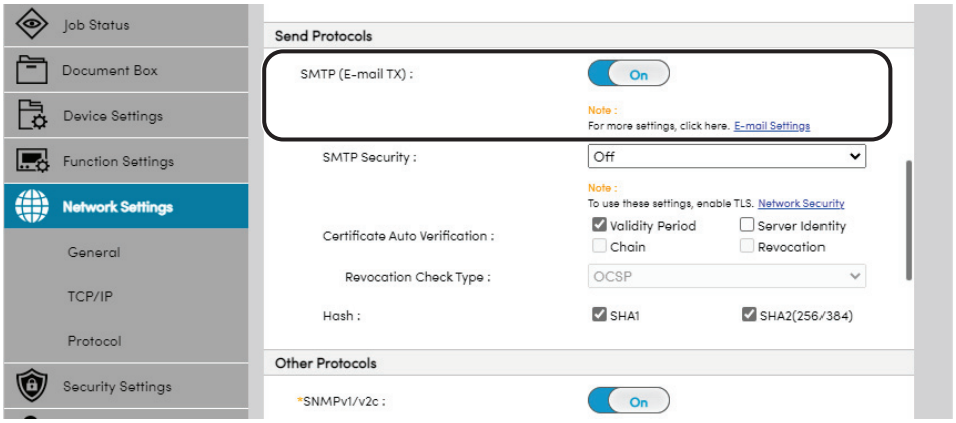
1. Launch your Web browser.
2. In the address or location bar, enter the machine's IP address or the host name.
   Click in the following order to check the machine's IP address and the host name.
   [**Status**] in the home screen > [▲] [▼] key > [**Network**] > [**OK**] key
3. Log in with administrator privileges.

4. From the [**Network Settings**] menu, click [**Protocol**].



2 Configure the settings.

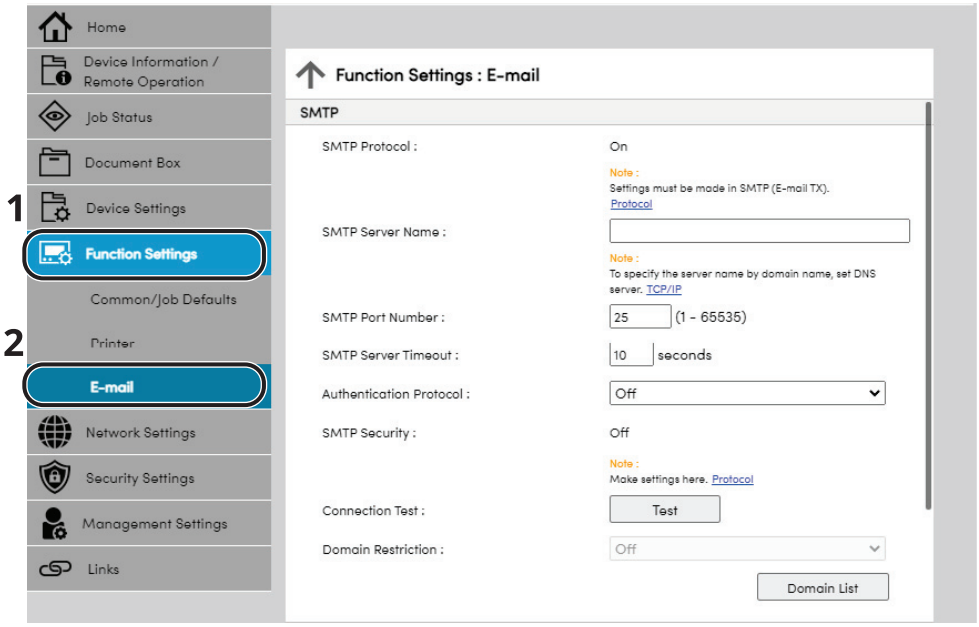
Set "SMTP (E-mail TX)" to [**On**] in the "Send Protocols".



3 Display the screen.

Display the E-mail Settings screen.

From the [**Function Settings**] menu, click [**E-mail**].



4 Configure the settings.

Enter "SMTP" and "E-mail Send Settings" items.

Setting		Description
SMTP		Set to send e-mail from the machine.
	SMTP Protocol	Displays the SMTP protocol settings. Check that "SMTP Protocol" is set to [**On**]. If [**Off**] is set, click [**Protocol**] and set the SMTP protocol to [**On**].
	SMTP Server Name[*1]	Enter the host name or IP address of the SMTP server.
	SMTP Port Number	Specify the port number to be used for SMTP. Use the SMTP default port 25.
	SMTP Server Timeout	Set the amount of time to wait before time-out in seconds.
	Authentication Protocol	To use SMTP authentication, enter the user information for authentication.
	SMTP Security	Set SMTP security. Turn on "SMTP Security" in "SMTP (E-mail TX)" on the [**Protocol Settings**] page.
	Connection Test	Tests to confirm that the settings are correct.
	Domain Restriction	To restrict the domains, click the [**Domain List**] and enter the domain names of addresses to be allowed or rejected. Restriction can also be specified by e-mail address.
POP3	**POP3 Protocol**	You don't need to set the following items when you only enable the function of sending e-mail from the machine. Set the following items if you want to enable the function of receiving e-mail on the machine. ➔ **Command Center RX User Guide**
	Check Interval	
	Run once now	
	Domain Restriction	
	POP3 User Settings	
E-mail Send Settings	**E-mail Size Limit**	Enter the maximum size of E-mail that can be sent in kilobytes. When E-mail size is greater than this value, an error message appears and E-mail sending is cancelled. Use this setting if you have set E-mail Size Limit for SMTP server. If not, enter a value of 0 (zero) to enable E-mail sending regardless of the size limit.
	Sender Address[*1]	Specify the sender address for when the machine sends E-mails, such as the machine administrator, so that a reply or non-delivery report will go to a person rather than to the machine. The sender address must be entered correctly for SMTP authentication. The maximum length of the sender address is 128 characters.
	Signature	Enter the signature. The signature is free form text that will appear at the end of the E-mail body. It is often used for further identification of the machine. The maximum length of the signature is 512 characters.
	Function Defaults	Change the function default settings in [**Common/Job Default Settings**] page.

*1 Be sure to enter the items.

5 Click [Submit].

Creating a New Custom Box

NOTE
To use Custom Box, an optional SSD must be installed in the machine.

1 Display the screen.

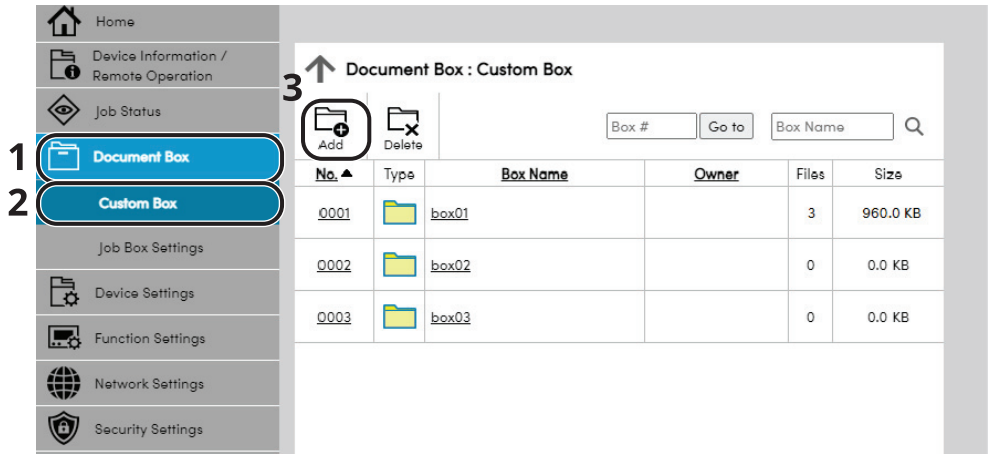
1 Launch your Web browser.

2 In the address or location bar, enter the machine's IP address or the host name.

Click in the following order to check the machine's IP address and the host name.

[**Status**] in the home screen > [▲] [▼] key > [**Network**] > [**OK**] key

3 From the [**Document Box**] menu, click [**Custom Box**].



4 Click [**Add**].

2 Configure the Custom Box.

1 Enter the box details.

Enter the information for the custom box you want to register. For details on the fields to populate, refer to the following:

Command Center RX User Guide

2 Click [**Submit**].

Printing a document stored in a Custom Box

1 Display the screen.

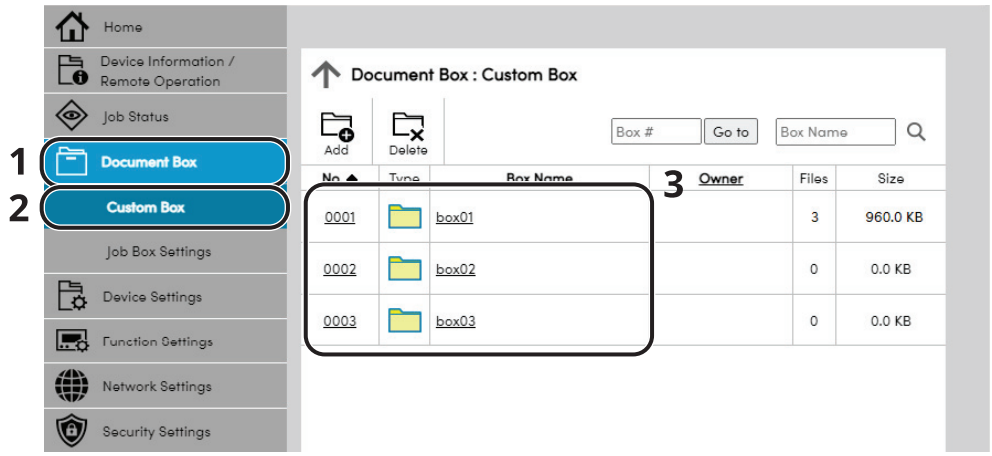
1 Launch your Web browser.

2 In the address or location bar, enter the machine's IP address or the host name.

Click in the following order to check the machine's IP address and the host name.

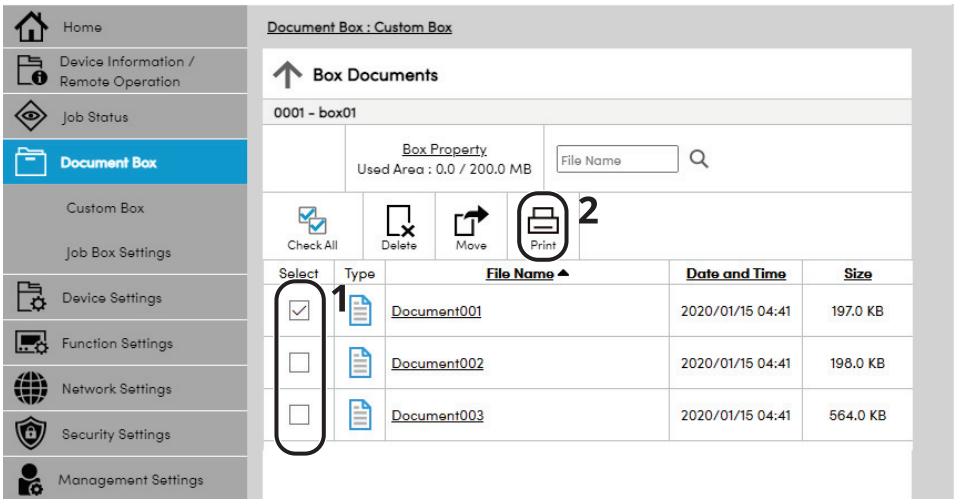
[**Status**] in the home screen > [▲] [▼] key > [**Network**] > [**OK**] key

3 From the [**Document Box**] menu, click [**Custom Box**].



4 Click the number or name of the Custom Box in which the document is stored.

2 Print the document.



1 Select the document you wish to print.

Select the checkbox of the document to be printed.

2 Click [**Print**].

3 Configure settings for printing, click [**Print**].

3 Preparation before Use

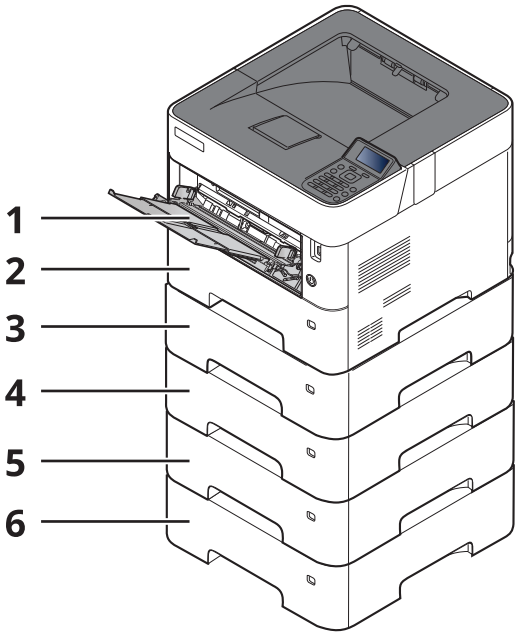
This chapter explains the following operations.

Loading Paper 3-2
Precaution for Loading Paper 3-3
Loading in the Cassettes 3-4
Loading Statement in the Cassettes (ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x for inch models) 3-8
Loading Paper in the Multi Purpose Tray 3-11
Specifying Paper Size and Media Type 3-15
Paper Stopper 3-18

Loading Paper

Load paper in the cassettes and multipurpose tray.

For the paper load methods for each cassette, refer to the page below.



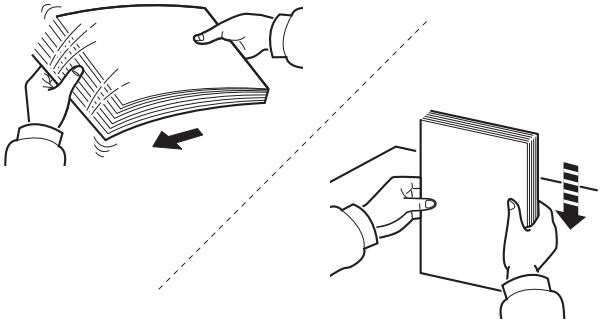
No.	Name	Page
1	Multi Purpose Tray	page 3-11
2	Cassette 1	page 3-4
3	Cassette 2	page 3-4
4	Cassette 3	page 3-4
5	Cassette 4	page 3-4
6	Cassette 5	page 3-4

NOTE

- The number of sheets that can be held varies depending on your environment and paper type.
- You should not use inkjet printer paper or any paper with a special surface coating. (Such paper may cause paper jams or other faults.)

Precaution for Loading Paper

When you open a new package of paper, fan the sheets to separate them slightly prior to loading in the following steps.



Fan the paper, then tap it on a level surface.

In addition, note the following points.

- If the paper is curled or folded, straighten it before loading. Paper that is curled or folded may cause a jam.
- Avoid exposing opened paper to high temperatures and high humidity as dampness can be a cause of problems. Seal any remaining paper after loading in the multi purpose tray or cassettes back in the paper storage bag.
- If the machine will not be used for a prolonged period, protect all paper from humidity by removing it from the cassettes and sealing it in the paper storage bag.

IMPORTANT

If you print onto used paper (paper already used for printing), do not use paper that is stapled or clipped together. This may damage the machine or cause poor image quality.

NOTE

If you use special paper such as letterhead, paper with holes or paper with pre-prints like logo or company name, refer to the following:

Paper (page 11-14)

Loading in the Cassettes

The cassettes can hold plain paper, recycled paper or color paper.

The number of sheets that can be loaded in each cassette is shown below.

Cassette	No. Sheets
Cassettes 1 to 5	500 sheets (Plain paper: 80 g/m^2)

For details of the supported paper sizes, refer to the following:

Choosing the Appropriate Paper (page 11-15)

NOTE

A6 can only be used in Cassette 1 of the ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x.

B6 and Postcard cannot be used in Cassette 1 of the ECOSYS PA4500x.

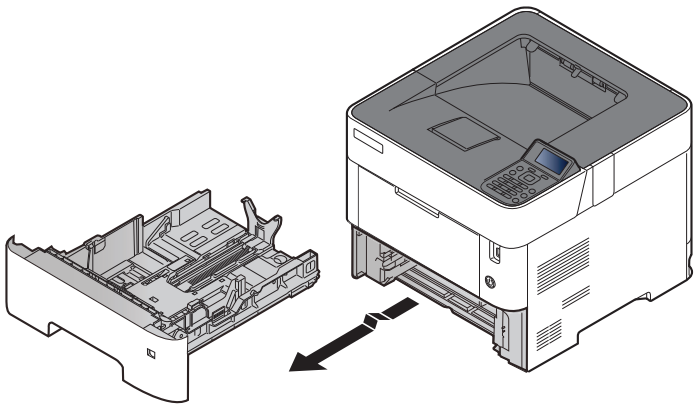
For the paper type setting, refer to the following:

Media Type Set. (page 8-9)

IMPORTANT

- **The cassettes can hold paper with weight between 60 - 120 g/m^2.**
- **Do not load thick paper that is heavier than 120 g/m^2 in the cassettes. Use the multi purpose tray for paper that is heavier than 120 g/m^2.**

1 Pull the cassette completely out of the machine.



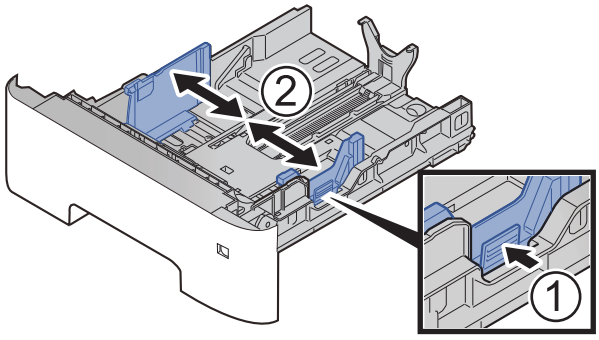
NOTE

When pulling the cassette out of the machine, ensure it is supported and does not fall out.

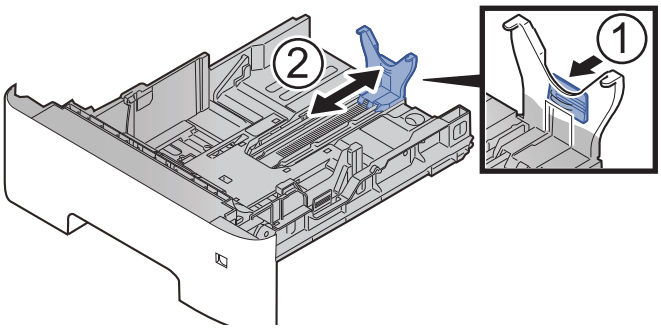
2 Adjust the cassette size.

1 Adjust the position of the paper width guides located on the left and right sides of the cassette. Press the paper width adjusting tab and slide the guides to the paper size required.

Paper sizes are marked on the cassette.

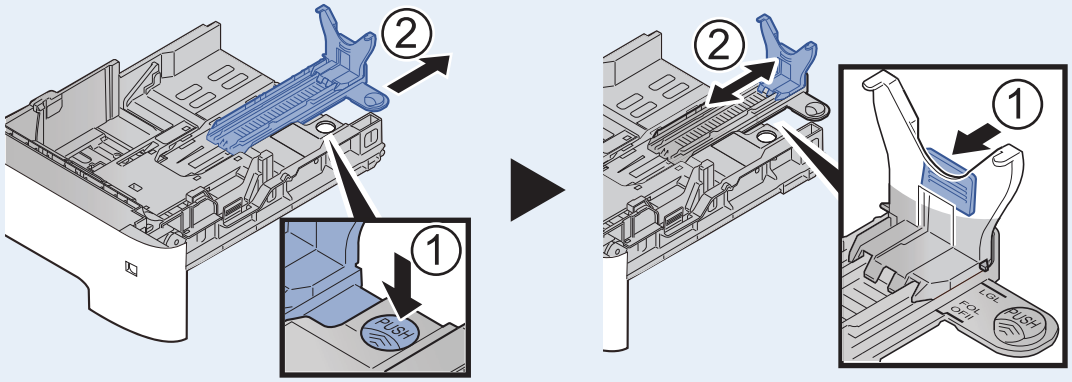


2 Adjust the paper length guide to the paper size required. Press the paper length adjusting tab and slide the guides to the paper size required.

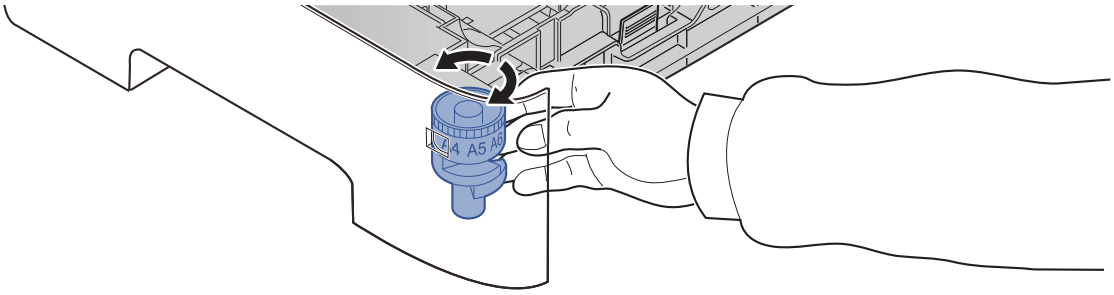


NOTE

If you are going to use paper that is longer than A4, pull out the paper length guide backwards.



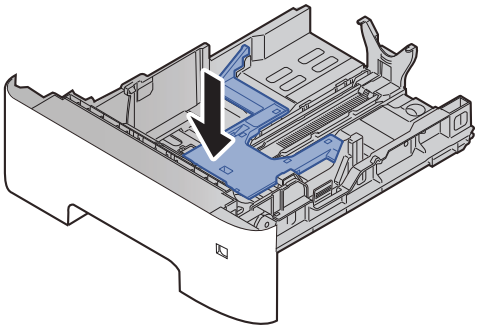
3 Turn the size dial so that the size of the paper you are going to use appears in the paper size window.



NOTE
When the size dial is set to "Other" the paper size must be set into the machine on the operation panel.

Specifying Paper Size and Media Type (page 3-15)

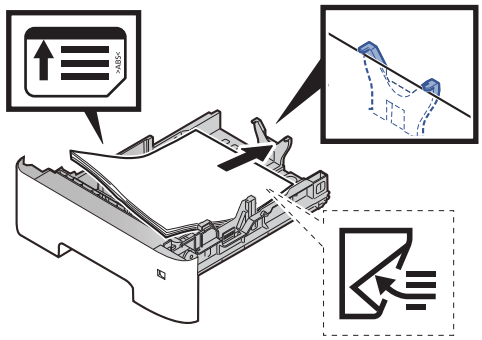
3 Press the bottom plate down until it locks. (ECOSYS PA4500x only)



4 Load paper.

1 Fan the paper, then tap it on a level surface to avoid paper jams or skewed printing.

2 Load the paper in the cassette.



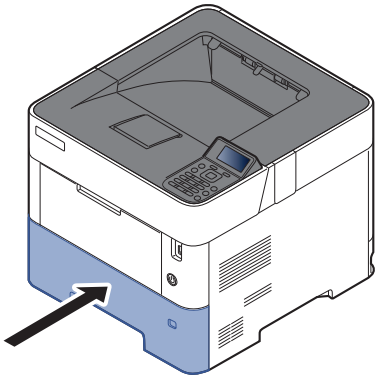
IMPORTANT

- **Load the paper with the print side facing down.**
- **After removing new paper from its packaging, fan the paper before loading it in the cassette.**

Precaution for Loading Paper (page 3-3)

- **Before loading the paper, be sure that it is not curled or folded. Paper that is curled or folded may cause paper jams.**
- **Ensure that the loaded paper does not exceed the level indicator (see illustration above).**
- **If paper is loaded without adjusting the paper length guide and paper width guide, the paper may skew or become jammed.**

5 Gently push the cassette back in.



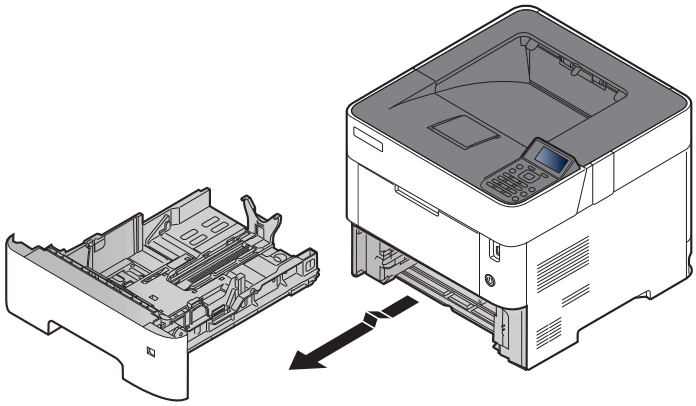
6 Specify the type of paper loaded in the cassette using the operation panel.

Specifying Paper Size and Media Type (page 3-15)

Loading Statement in the Cassettes (ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x for inch models)

Load Statement in the cassettes. Here, we'll explain the procedures for cassette 1, as an example.

1 Pull the cassette completely out of the machine.

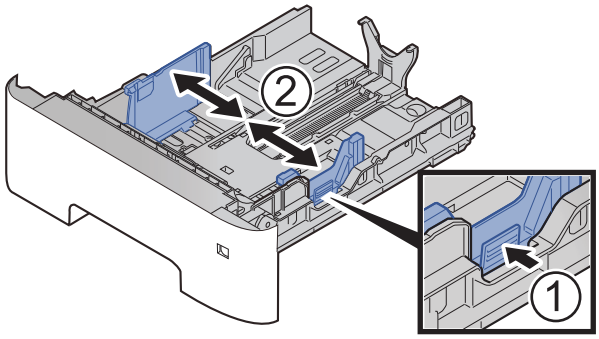


NOTE
When pulling the cassette out of the machine, ensure it is supported and does not fall out.

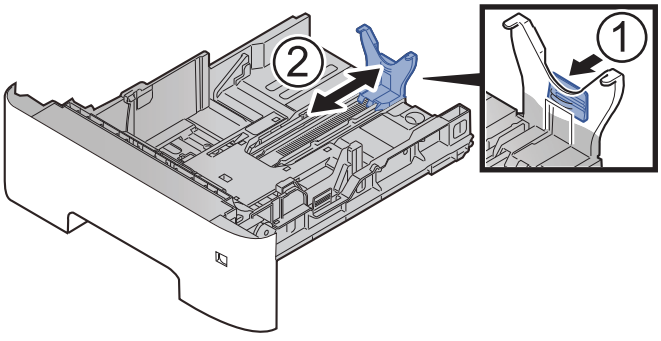
2 Adjust the cassette size.

1 Adjust the position of the paper width guides located on the left and right sides of the cassette. Press the paper width adjusting tab and slide the guides to the Letter/Legal size.

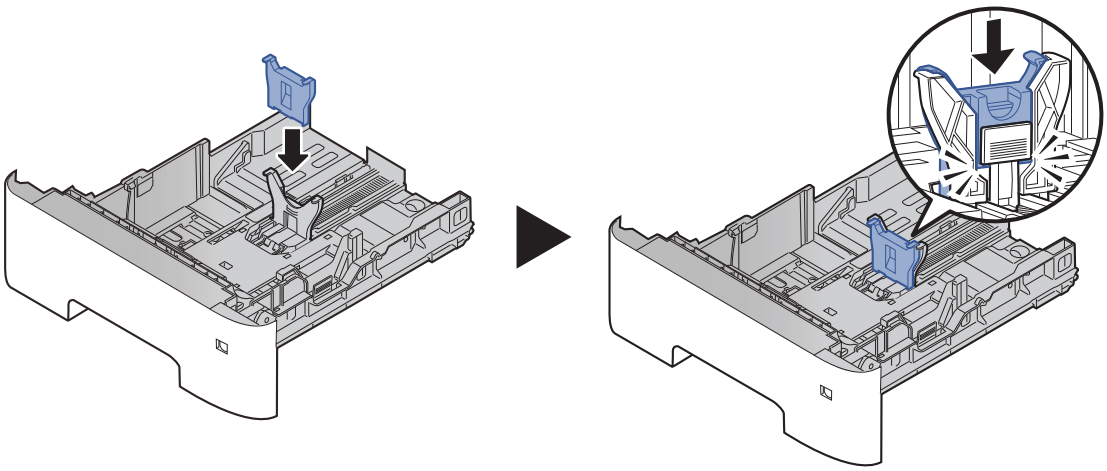
Paper sizes are marked on the cassette.



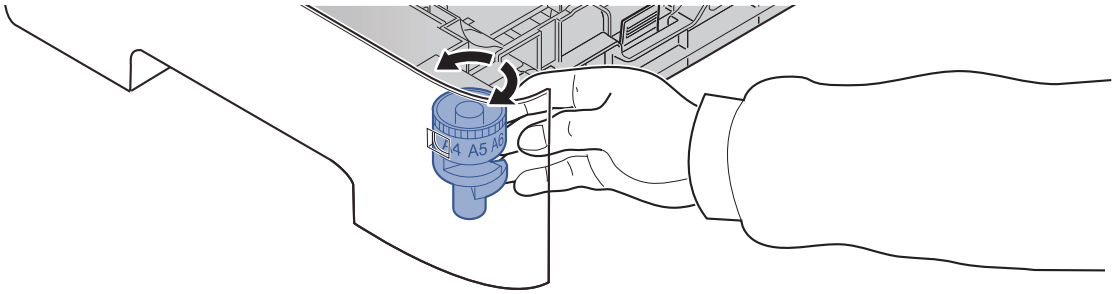
2 Adjust the paper length guide to the paper size required. Press the paper length adjusting tab and slide the guides to the A6 size.



3 Attach the auxiliary guide to the paper length guide as shown in the illustration.



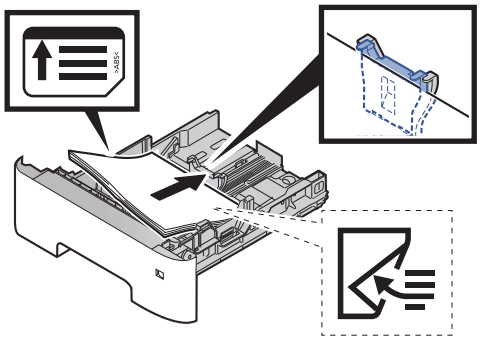
4 Turn the size dial so that "Other" appears in the paper size window.



3 Load paper.

1 Fan the paper, then tap it on a level surface to avoid paper jams or skewed printing.

2 Load the paper in the cassette.



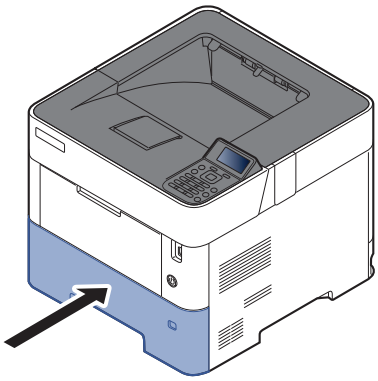
IMPORTANT

- **Load the paper with the print side facing down.**
- **After removing new paper from its packaging, fan the paper before loading it in the cassette.**

Precaution for Loading Paper (page 3-3)

- **Before loading the paper, be sure that it is not curled or folded. Paper that is curled or folded may cause paper jams.**
- **Ensure that the loaded paper does not exceed the level indicator (see illustration above).**
- **If paper is loaded without adjusting the paper length guide and paper width guide, the paper may skew or become jammed.**

4 Gently push the cassette back in.

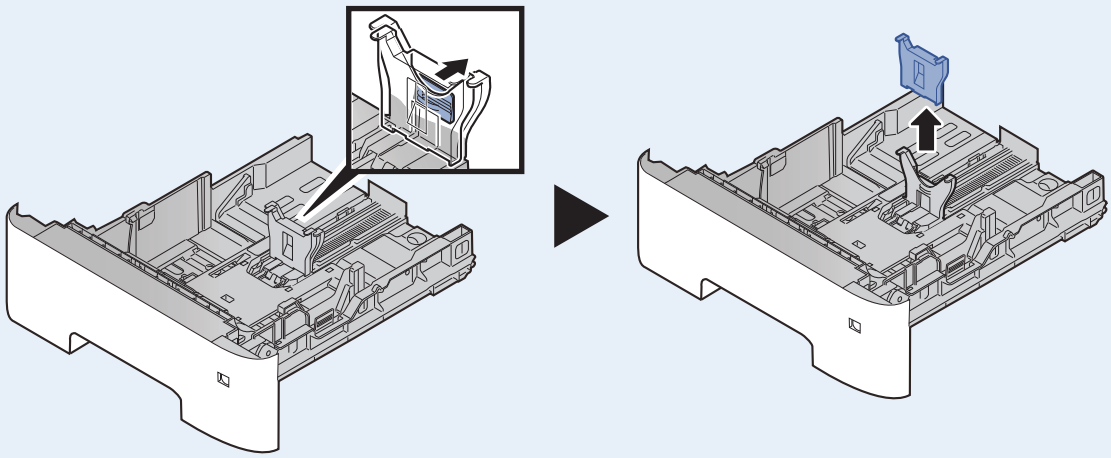


5 Specify the type of paper loaded in the cassette using the operation panel.

Specifying Paper Size and Media Type (page 3-15)

NOTE

When removing the auxiliary guide, hold down the paper length adjusting tab and removing the auxiliary guide.



Loading Paper in the Multi Purpose Tray

The multi purpose tray will hold up to 100 sheets of plain paper (80 g/m^2).

For details of the supported paper sizes, refer to the following:

Choosing the Appropriate Paper (page 11-15)

For the paper type setting, refer to the following:

Media Type Set. (page 8-9)

Be sure to use the multi purpose tray when you print on any special paper.

IMPORTANT

- **If you are using a paper weight of 106 g/m^2 or more, set the media type to Thick and set the weight of the paper you are using.**
- **Remove each transparency from the top tray as it is printed. Leaving transparencies in the top tray may cause a paper jam.**

The capacity of the multi purpose tray is as follows.

- Plain paper (80 g/m^2), recycled paper or color paper: 100 sheets
- Thick paper (106 to 220 g/m^2): 5 sheets
- Thick paper (104.7 g/m^2): 100 sheets
- Hagaki (Cardstock): 1 sheets
- Envelope DL, Envelope C5, Envelope #10, Envelope #9, Envelope #6 3/4, Envelope Monarch, Youkei 4, Youkei 2:
  5 sheets
- OHP film: 1 sheet

NOTE

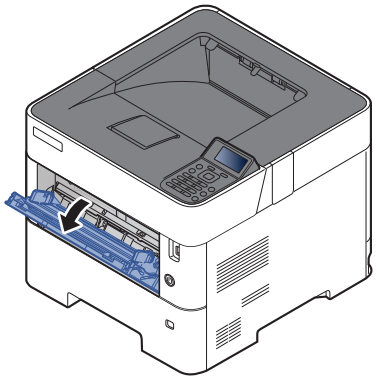
- When you load custom size paper, enter the paper size by referring to the following:

Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting) or the Large Capacity Feeder (Bulk Feeder Setting)) (page 3-17)

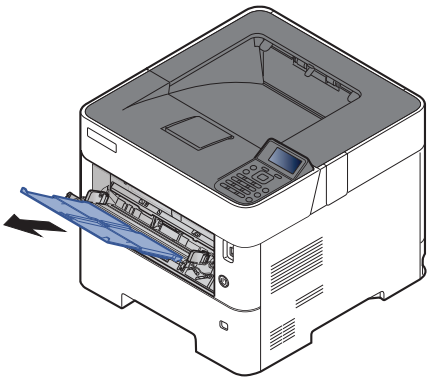
- When you use special paper such as transparencies or thick paper, select the media type by referring to the following:

Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting) or the Large Capacity Feeder (Bulk Feeder Setting)) (page 3-17)

1 Open the multi purpose tray.

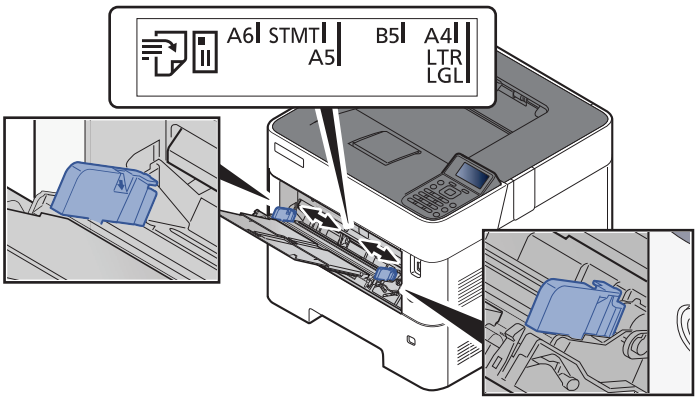


2 Pull out the support tray section of the MP tray.

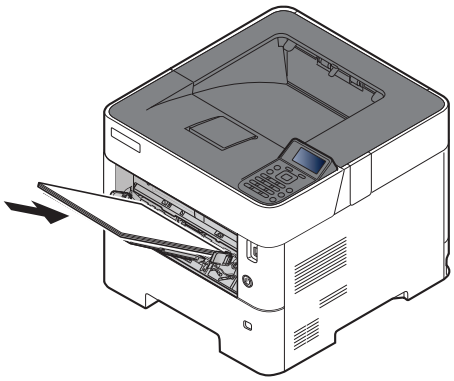


3 Adjust the multi purpose tray size.

Paper sizes are marked on the multi purpose tray.



4 Load paper.



Insert the paper along the paper width guides into the tray until it stops.

After removing new paper from its packaging, fan the paper before loading it in the multi purpose tray.

Precaution for Loading Paper (page 3-3)

IMPORTANT

- **When loading the paper, keep the print side facing up.**
- **Curled paper must be uncurled before use.**
- **When loading paper into the multi purpose tray, check that there is no paper left over in the tray from a previous job before loading the paper. If there is just a small amount of paper left over in the multi purpose tray and you want to add more, first remove the left-over paper from the tray and include it with the new paper before loading the paper back into the tray.**
- **If there is a gap between the paper and the paper width guides, readjust the guides to fit the paper in order to prevent skewed feeding and paper jams.**
- **Ensure that the loaded paper does not exceed the level indicator (see illustration above).**

5 Specify the type of paper loaded in the multi purpose tray using the operation panel.

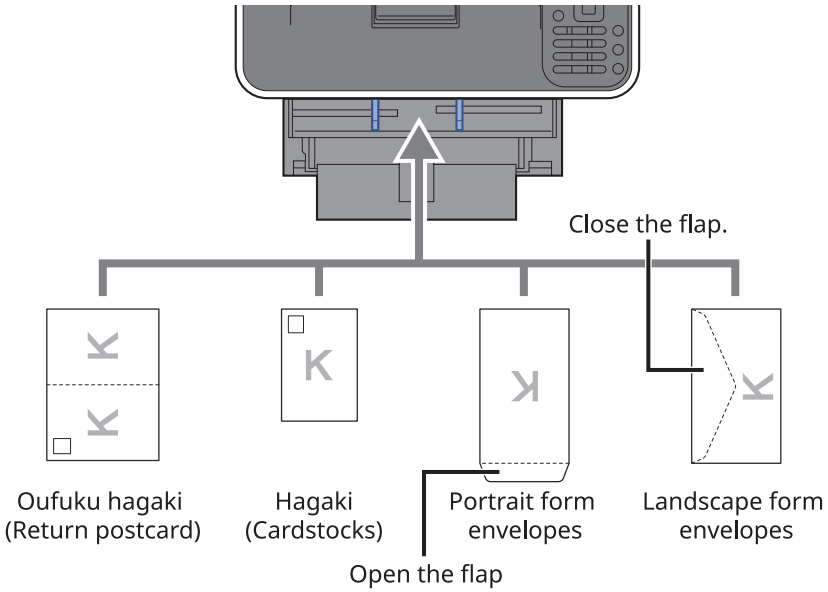
Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting) or the Large Capacity Feeder (Bulk Feeder Setting)) (page 3-17)

When you load envelopes or cardstock in the multi purpose tray

Load the paper with the print side facing up. For the procedure for printing, refer to the following:

Printer Driver User Guide

Example: When printing the address.



IMPORTANT

- **Use unfolded Oufuku hagaki (Return postcard).**
- **How to load envelopes (orientation and facing) will differ depending on the type of envelope. Be sure to load it in correctly, otherwise printing may be done in the wrong direction or on the wrong face.**

NOTE

When you load envelopes in the multi purpose tray, select the envelope type by referring to the following:

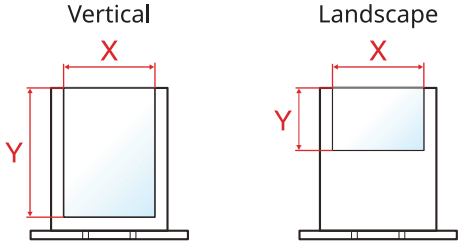
Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting) or the Large Capacity Feeder (Bulk Feeder Setting)) (page 3-17)

Specifying Paper Size and Media Type

The default paper size setting for cassette 1, for the multi purpose tray, for the optional paper feeder (cassettes 2 to 5) and optional large capacity feeder is "A4" or "Letter", and the default media type setting is "Plain".

To change the type of paper to be used in cassettes, specify the paper size and media type setting.

Paper Size and Media Type for the Cassettes

Item	Description
Media Type[*1]	Select the media type. **Values** **Cassette 1: Plain, Preprinted, Bond, Recycled, Rough, Letterhead, Color, Prepunched, High Quality, CUSTOM 1 - 8** **Cassette 2 to 5: Plain, Preprinted, Bond, Recycled, Rough, Letterhead, Color, Prepunched, Envelope, High Quality, CUSTOM 1 - 8**
Other Paper Size	Available options are as follows: **Values** **Cassette 1: Envelope DL[*2], Envelope C5, Executive, Letter, Legal, A4, B5, A5, A5 (Landscape)[*2], A6[*2], B6[*2], ISO B5, Custom, Oufuku Hagaki[*2], Oficio II, 216 × 340 mm, 16K, Statement, Statement (Landscape)[*2], Folio** **Cassette 2 to 5: Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, Legal, A4, B5, A5, B6, Envelope #9, Envelope #6, ISO B5, Custom, Oufuku Hagaki[*2] Oficio II, 216 × 340 mm, 16K, Statement, Folio, Youkei 2, Youkei 4, Nagagata 3, Yonaga 3**
Custom PaperSize[*3]	Register the custom paper size to be used in Cassettes 1 to 5. **Values** **Cassette 1:** **Metric** **ECOSYS PA4500x** **X: 140 to 216 mm (in 1 mm increments)** **Y: 210 to 356 mm (in 1 mm increments)** **ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x** **X: 105 to 216 mm (in 1 mm increments)** **Y: 148 to 356 mm (in 1 mm increments)** **Inch** **ECOSYS PA4500x** **X: 5.51 to 8.50" (in 0.01" increments)** **Y: 8.25 to 14.02" (in 0.01" increments)** **ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x** **X: 4.13 to 8.50" (in 0.01" increments)** **Y: 5.83 to 14.02" (in 0.01" increments)** **Cassette 2 to 5:** **Metric** **X: 92 to 216 mm (in 1 mm increments)** **Y: 162 to 356 mm (in 1 mm increments)** **Inch** **X: 3.62 to 8.50" (in 0.01" increments)** **Y: 6.38 to 14.02" (in 0.01" increments)** **X=Width, Y=Length** Vertical Landscape 

*1 To change to a media type other than "Plain".
When a paper weight that cannot be loaded in the cassette is set for a media type, that media type does not appear.

Media Type Set. (page 8-9)

*2 ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x inch models only.

*3 Appears when [**Custom**] is selected in Other Paper Size.

Paper Size and Media Type for the Cassettes:

If the size dial is set to one of the sizes below, set the media type.

"A4", "A5", "B5", "Letter", "Legal" or "A6" (Cassette 1 only)

If the size dial is set to "Other", configure the settings for the paper size and the media type.

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Paper Settings**] > [**OK**] key > [▲] [▼] key > [**Cassette 1 (to 5) Set.**] > [**OK**] key

> **NOTE**
> [**Cassette 2**] to [**Cassette 5**] are shown when the optional paper feeder is installed.

2 Specify the media type.

1. [▲] [▼] key > [**Media Type**] > [**OK**] key
2. Select the media type, and select the [**OK**] key.

3 Specify the paper size.

1. [▲] [▼] key > [**Other Paper Size**] > [**OK**] key
2. Select the paper size, and select the [**OK**] key.

   If you selected [**Custom**], use the procedure below to specify the paper length and width.
3. [▲] [▼] key > [**Custom PaperSize**] in "Cassette 1 (to 5) Set." > [**OK**] key > [▲] [▼] key > [**Measurement**] > [**OK**] key
4. Select the paper size units, and select the [**OK**] key.
5. [▲] [▼] key > [**Size Entry(Y)**] > [**OK**] key
6. Enter the paper length, and select the [**OK**] key.

   > **NOTE**
   > Use the numeric keys or select the [▲] or [▼] key to enter a number.
7. [▲] [▼] key > [**Size Entry(X)**] > [**OK**] key
8. Enter the paper width, and select the [**OK**] key.

   > **NOTE**
   > Use the numeric keys or select the [▲] or [▼] key to enter a number.

Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting) or the Large Capacity Feeder (Bulk Feeder Setting))

Specify the paper size and media type of paper to be used in the multi purpose tray and large capacity feeder.

Item	Description
Paper Size	Available options are as follows: **Values:** **MP Tray: Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, Legal, A4, B5, A5, A5 (Landscape), A6, B6, Envelope #9, Envelope #6, ISO B5, Custom, Hagaki (Cardstock), Oufuku hagaki (Return postcard), Oficio II, 216 × 340 mm, 16K, Statement, Statement (Landscape), Folio, Youkei 2, Youkei 4, Nagagata 3, Nagagata 4, Yonaga 3** **Bulk Feeder: Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, A4, B5, A5, A6, B6, Envelope #9, Envelope #6, ISO B5, Custom, Hagaki, Oufuku Hagaki, 16K, Statement, Youkei 2, Youkei 4, Nagagata 3, Nagagata 4, Yonaga 3**
Media Type[*1]	Select the media type. **Values:** **MP Tray: Plain, Transparency, Preprinted, Labels, Bond, Recycled, Vellum, Rough, Letterhead, Color, Prepunched, Envelope, Cardstock, Thick, High Quality, Custom 1 - 8** **Bulk Feeder: Plain, Transparency, Preprinted, Labels, Bond, Recycled, Vellum, Rough, Letterhead, Color, Prepunched, Envelope, Cardstock, Thick, High Quality, CUSTOM 1 - 8**

*1 To change to a media type other than Plain.

Media Type Set. (page 8-9)

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Paper Settings**] > [**OK**] key > [▲] [▼] key > [**MP Tray Set.**] or [**Bulk Feeder Set.**]> [**OK**] key

NOTE
[**Bulk Feeder Set.**] are shown when the optional large capacity feeder is installed.

2 Specify the paper size.

1 [▲] [▼] key > [**Paper Size**] > [**OK**] key

2 Select the paper size, and select the [**OK**] key.

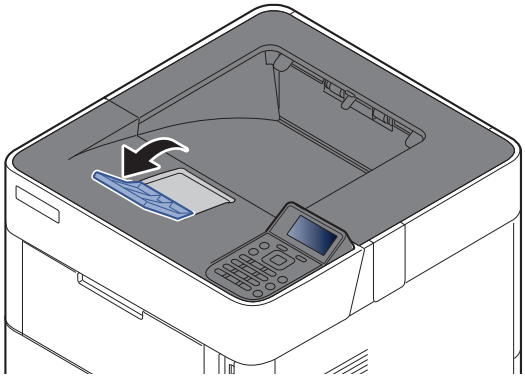
3 Specify the media type.

1 [▲] [▼] key > [**Media Type**] > [**OK**] key

2 Select the media type, and select the [**OK**] key.

Paper Stopper

When using paper A4/Letter or larger, open the paper stopper shown in the figure.



4 Printing from PC

This chapter explains the following topics:

Printer Driver Print Settings Screen 4-2
- Printer Driver Help 4-4
- Changing the Default Printer Driver Settings (Windows 10) 4-4

Printing from PC 4-5
- Printing on Standard Sized Paper 4-5
- Printing on Non-standard Sized Paper 4-7
- Printing with Universal Print 4-10
- Banner printing 4-13
- Canceling Printing from a Computer 4-16

Printing from the Handheld Device 4-17
- Printing by AirPrint 4-17
- Printing by Mopria 4-17
- Printing with Wi-Fi Direct 4-17

Printing Data Saved on the Printer 4-18
- Specifying the Job Box from a Computer and Storing the Job 4-18
- Printing Documents from Private Print Box 4-19
- Deleting the Documents Stored in the Private Print Box 4-20
- Printing Document from Stored Job Box 4-21
- Deleting the Documents Stored in the Stored Job Box 4-22
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- Deleting the Documents Stored in the Quick Copy Box 4-24
- Printing Document from Proof and Hold Box 4-25
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- Printing Document from PIN Print Box 4-26
- Deleting the Documents Stored in the PIN Print Box 4-27
- Printing Document from the Universal Print box 4-28
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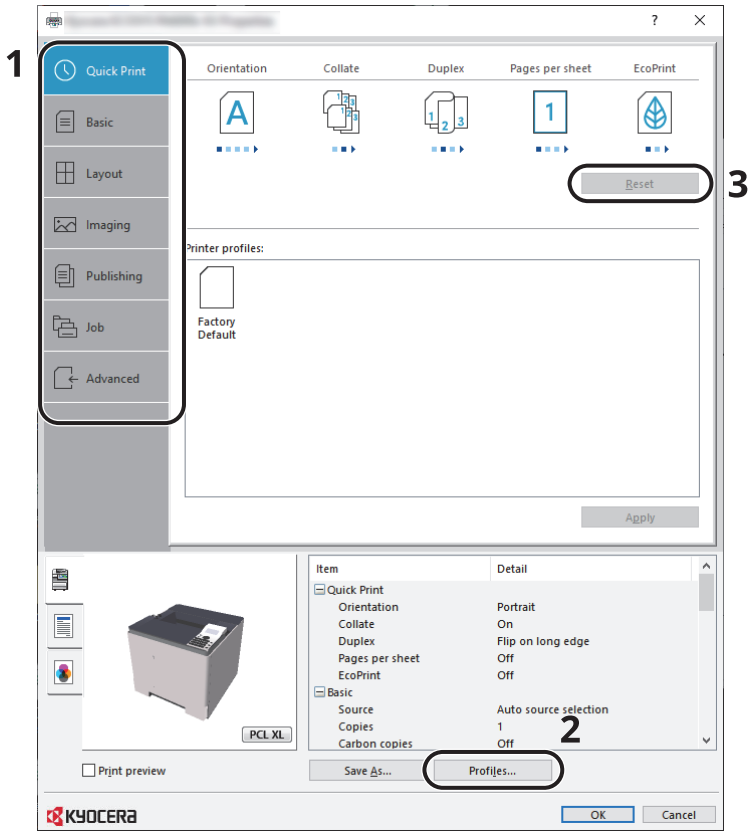
Job Box Setting 4-31

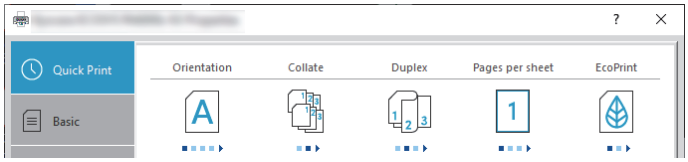
Monitoring the Printer Status (Status Monitor) 4-32
- Accessing the Status Monitor 4-32
- Exiting the Status Monitor 4-32
- Quick View State 4-32

Printer Driver Print Settings Screen

The printer driver print settings screen allows you to configure a variety of print-related settings.

Printer Driver User Guide

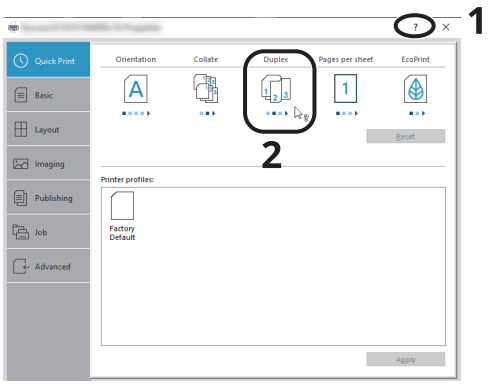


No.	Description
1	**[Quick Print] tab** Provides icons that can be used to easily configure frequently used functions. Each time you click an icon, it changes to an image resembling the print results and applies the settings.  **[Basic] tab** This tab groups basic functions that are frequently used. You can use it to configure the paper size, and duplex printing. **[Layout] tab** This tab lets you configure settings for printing various layouts, including booklet printing, combine mode, poster printing, and scaling. **[Imaging] tab** This tab lets you configure settings related to the quality of the print results. **[Publishing] tab** This tab lets you create covers and inserts for print jobs and put inserts between sheets of OHP film. **[Job] tab** This tab lets you configure settings for saving print data from the computer to the machine. Regularly used documents and other data can be saved to the machine for easy printing later. Since saved documents can be printed directly from the machine, this function is also convenient when you wish to print a document that you don't want others to see. **[Advanced] tab** This tab lets you configure settings for adding text pages or watermarks to print data.

No.	Description
2	**[Profiles]** Printer driver settings can be saved as a profile. Saved profiles can be recalled at any time, so it's a convenient practice to save frequently used settings.
3	**[Edit...]** The assortment of icons at the top of the Quick Print tab can be customized to include features that you use most often.

Printer Driver Help

The printer driver includes Help. To learn about print settings, open the printer driver print settings screen and display Help as explained below.



1 **Click the [?] button in the upper right corner of the screen and then click the item you want to know about.**

2 **Click the item you want to know about and press the [F1] key on your keyboard.**

Changing the Default Printer Driver Settings (Windows 10)

The default printer driver settings can be changed. By selecting frequently used settings, you can omit steps when printing. For the settings, refer to the following:

Printer Driver User Guide

1 **Click [Start] button on the Windows and then select [Windows System], [Control Panel], and [View devices and printers].**

2 **Right-click the printer driver icon of the machine, and click the [Print Setup] menu of the printer driver.**

3 **Click the [Basic] button on the [General] tab.**

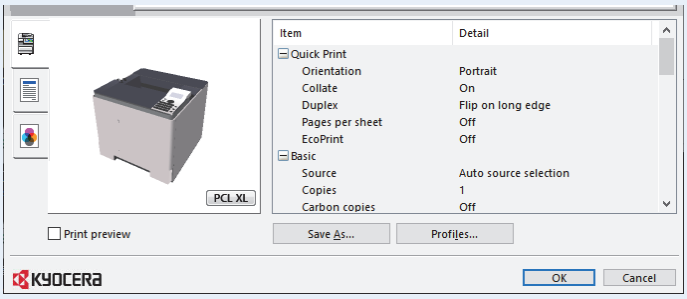
4 **Select the default settings and click the [OK] button.**

Printing from PC

This section provides the printing method using the KX DRIVER.

NOTE

- To print the document from applications, install the printer driver downloaded from our website on your computer.
- In some environments, the current settings are displayed at the bottom of the printer driver.



- When printing the cardstock or envelopes, load the cardstock or envelopes in the multi purpose tray before performing the following procedure.

When you load envelopes or cardstock in the multi purpose tray (page 3-14)

Printing on Standard Sized Paper

If you loaded a paper size that is included in the print sizes of the machine, select the paper size in the [**Basic**] tab of the print settings screen of the printer driver.

NOTE

To execute printing at the machine, set the paper size and type in the following:

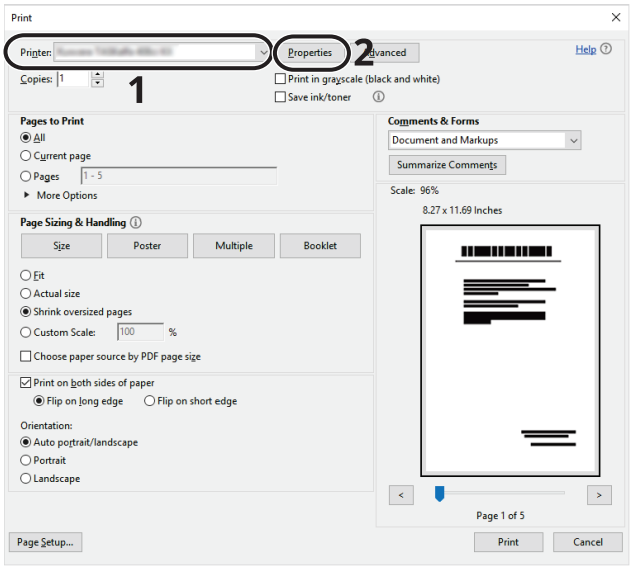
Paper Settings (page 8-7)

1 Display the screen.

Click [**File**] and select [**Print**] in the application.

2 Configure the settings.

1 Select the machine from the "Printer" menu and click the [**Properties**] button.



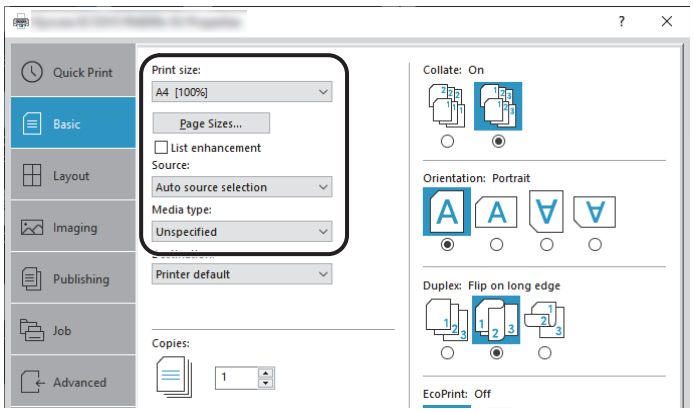
2 Select the [**Basic**] tab.

3 Click "Print size" menu and select the paper size to use for printing.

To load the paper of size that is not included in print sizes of the machine such as cardstock or envelopes, the paper size needs to be registered.

Printing on Non-standard Sized Paper (page 4-7)

To print on the special paper such as thick paper or transparency, click "Media type" menu and select the media type.



4 Click [**OK**] button to return to the Print dialog box.

3 Start printing.

Click the [**OK**] button.

Printing on Non-standard Sized Paper

If you loaded a paper size that is not included in the print sizes of the machine, register the paper size in the [**Basic**] tab of the print settings screen of the printer driver.

The registered size can be selected from the "Print size" menu.

NOTE

To execute printing at the machine, set the paper size and type in the following:

Paper Size and Media Type for the Multi Purpose Tray (MP Tray Setting) or the Large Capacity Feeder (Bulk Feeder Setting)) (page 3-17)

1 Display the screen.

1 Click **[Start]** button on the Windows and then select **[Windows System]**, **[Control Panel]**, and **[View devices and printers]**.

NOTE

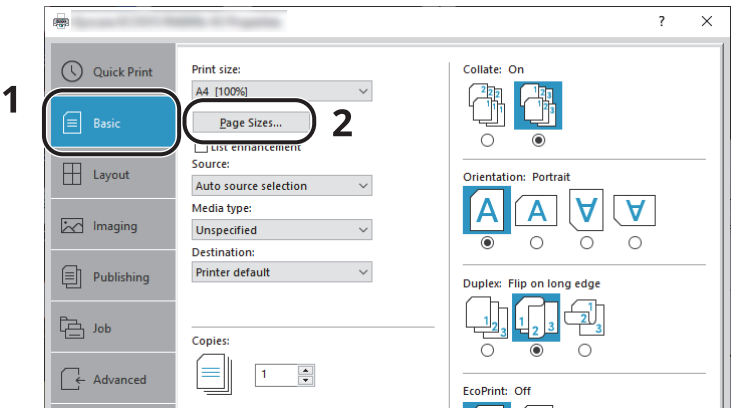
In Windows 8.1, in charms on Desktop, click [**Settings**], [**Control Panel**], and then [**Devices and Printers**].

2 Right-click the printer driver icon of the machine, and click the [**Printer properties**] menu of the printer driver.

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

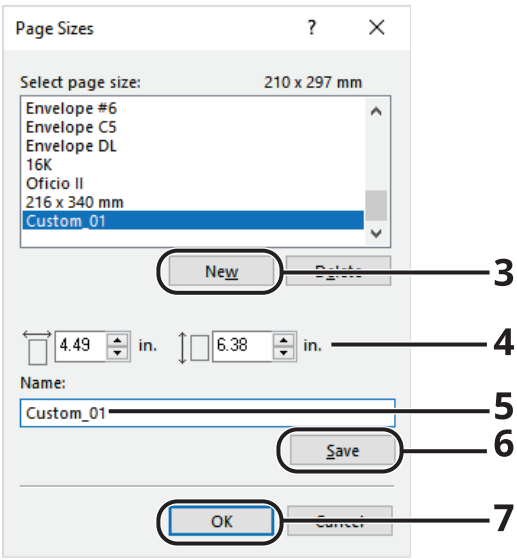
2 Register the paper size.

1 Click the [**Basic**] tab.



2 Click the [**Page Size...**] button.

3 Click the [**New**] button.



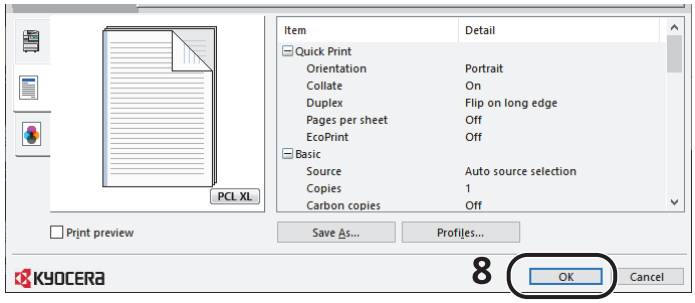
4 Enter the paper size.

5 Enter the name of the paper.

6 Click the [**Save**] button.

7 Click the [**OK**] button.

8 Click the [**OK**] button.

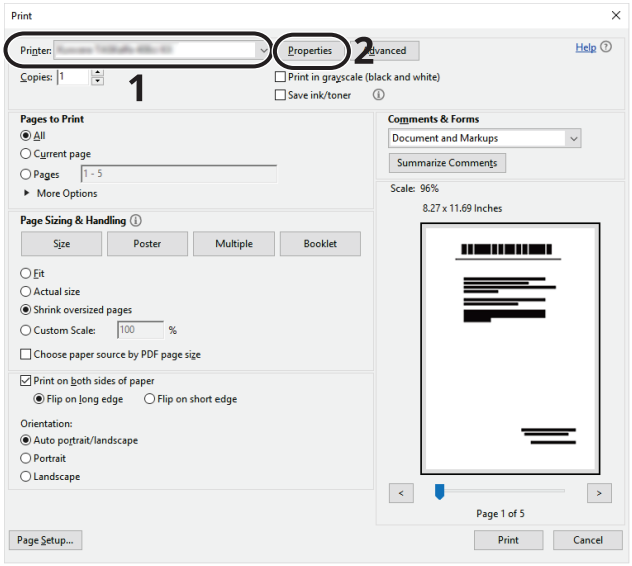


3 Display the print settings screen.

Click [**File**] and select [**Print**] in the application.

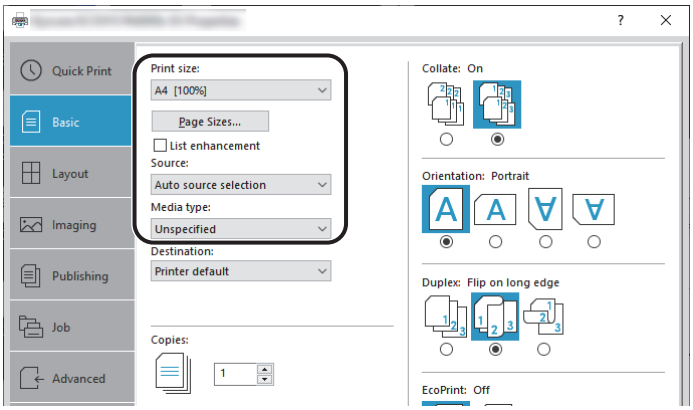
4 Select the paper size and type of non-standard size paper.

1 Select the machine from the "Printer" menu and click the [**Properties**] button.



2 Select the [**Basic**] tab.

3 Click "Print size" menu and select the paper size registered in step 2.



To print on the special paper such as thick paper or transparency, click "Media type" menu and select the media type.

> **NOTE**
> If you loaded a postcard or envelope, select [**Cardstock**] or [**Envelope**] in the "Media type" menu.

4 Select the paper source in the "Source" menu.

5 Click [**OK**] button to return to the Print dialog box.

5 Start printing.

Click the [**OK**] button.

Printing with Universal Print

You can use the "Universal Print" cloud service provided by Microsoft to print jobs via the cloud. Users who are authorized in Azure Active Directory can print from any location using printers that are compatible with Universal Print.

NOTE
- In order to use Universal Print, it is necessary for Microsoft 365 license, and Azure Active Directory account. If not, please acquire those license and the account.
- To use Universal Print, the following conditions are required.
  - The license of Universal Printer has been granted.
  - All administrators have Printer Administrator or Global Administrator privileges.

Register this machine on Universal Print

1 Start up the browser.

Enter "https://" and host name of the machine to access the Command Center RX

Accessing Command Center RX (page 2-44)

2 Display the screen.

[**Function Settings**] > [**Printer**] > "**Universal Print Settings**" [**Settings**]

3 Configure the settings.

1 Enter "Printer Name" for "General".

NOTE
Configure proxy settings as necessary.

Command Center RX User Guide

2 Click [**Register**] in "Universal Print".

The URL and access code of the Microsoft web page are displayed.

3 Click the URL, enter the access code displayed in procedure 2 > [**Next**]

4 Log in using your Azure administrator's account name and password.

NOTE
Permission is required only when registering for the first time. Click [**Accept**].

5 Close the Microsoft web page and return to the Command Center RX.

6 Click [**OK**].

Return to the Universal Print setting screen.

NOTE
On completing registration, [**Register**] in "Universal Print" changes to [**Unregister**], and the validity period of the certificate is displayed. If the display does not change, click [**Refresh**].

7 Click [**Edit**] in "Universal Print Preferences" and copy the Unregisteration URL.

8 Open the new tab on the browser and paste the copied URL.

The Universal Print web page is displayed.

9 Click [**Printer**].

The printers registered are displayed.

10 Check the checkbox next to the name of the printer you want to share and click [**Share**].

The "Share Printers" setting screen is displayed.

11 Select users to share this machine from the "Select members" list, and click [**Share Printer**].

> **NOTE**
> Set [**Allow access to everyone in my organization**] to on to all users in your organization to share the printer.

12 Close the Universal Print website.

Register shared printers on a PC

To use Universal Print, shared printers registered in Universal Print must be added to the PC.

1 Log in.

1 Select in Windows [**Start**] button > [**Settings**] > [**Account**] > [**Access work or school**] in that order.

2 Check that the Azure administrator account name is displayed in [**Work or school account**], and click.

> **NOTE**
> When the Azure administrator account name is not displayed, click [**+**] (connect), and log in using the Azure administrator account name and password.

2 Display the screen.

Select [**Home**] > [**Device**] > [**Printers & scanners**] in that order.

3 Configure the settings.

1 Click [**Add a printer or scanner**].

2 Select a shared printer and click [**Add device**].

The shared printer is registered.

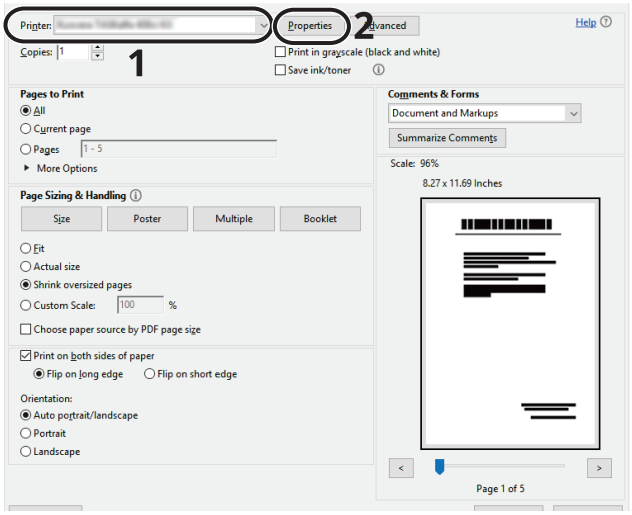
Print a job

1 Display the screen.

Click [**File**] and select [**Print**] in the application.

2 Configure the settings.

1 Select a registered shared printer from the "Printer" menu, and click the [**Properties**] button.



2 Configure the paper size and printer functions as necessary.

3 Click [**OK**] button to return to the Print dialog box.

3 Start printing.

Click the [**OK**] button.

Banner printing

When a document length from 470.1 mm (18.51") to a maximum of 915.0 mm (36.03") is specified for printing, the print job is treated as banner printing.

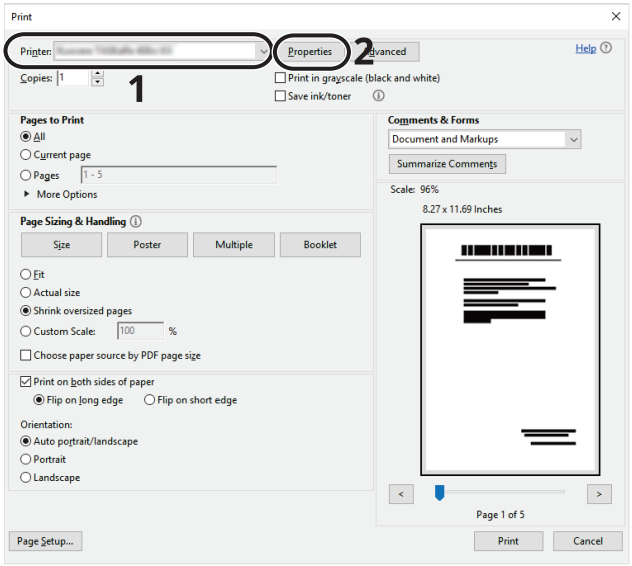
Max. number of sheets	1 sheet (multi purpose tray)
Paper width	210 mm to 216 (8.5") mm
Paper length	470.1 mm to 915 mm (18.51" to 36.03")
Paper weight	136 to 163 g/m^2
Paper type	Heavy 2

1 Display the screen.

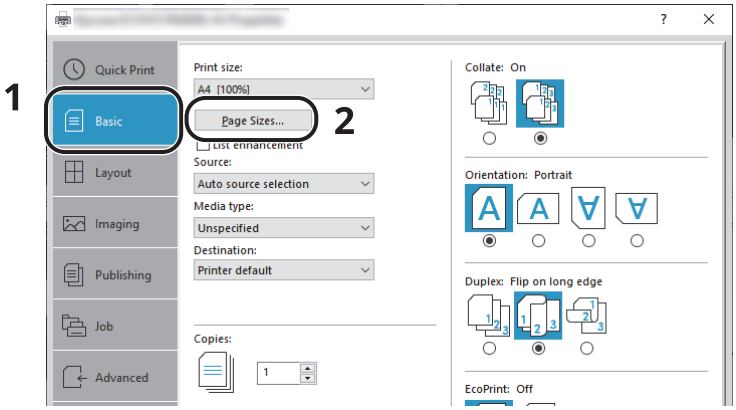
Click [**File**] and select [**Print**] in the application.

2 Configure the settings.

1 Select the machine from the "Name" menu and click the [**Properties**] button.

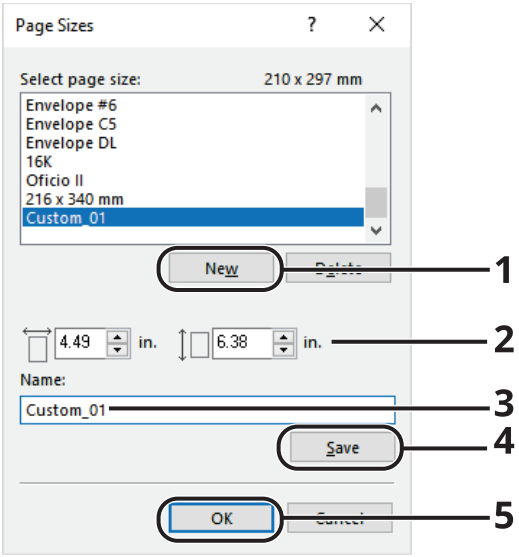


2 Select the [**Basic**] tab.



3 Click the [**Page Sizes...**] button.

3 Register the paper size.



1 Click the [**New**] button.

2 Enter the length (470.1 mm (18.52") or longer), and width of the custom paper size being registered.

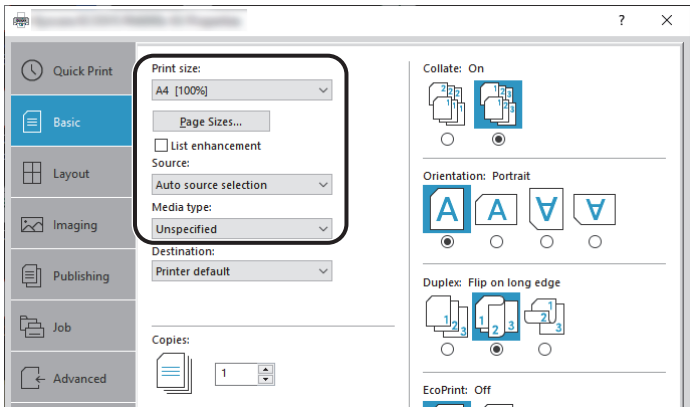
3 Enter the name of the paper.

4 Click the [**Save**] button.

5 Click the [**OK**] button.

4 Configure the print paper size.

1 Click "Print size" menu and select the paper size registered in step 3.



2 Click "Source" menu and select [**Multipurpose tray**].

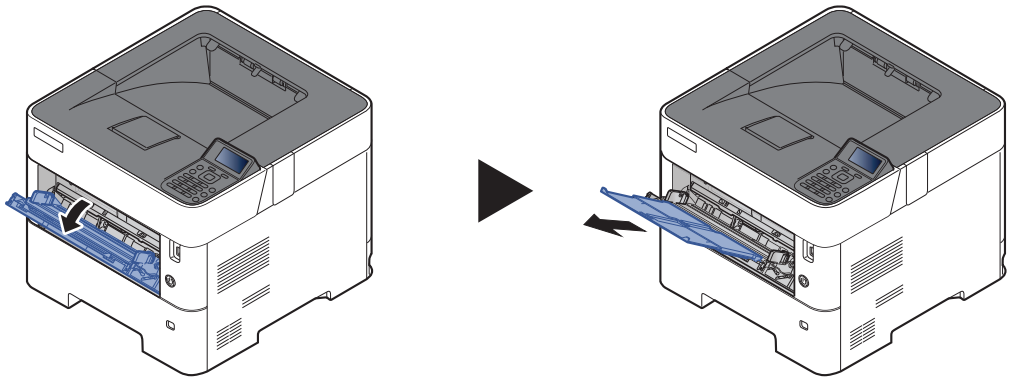
3 Click "Media type" menu and select [**Plain**].

4 Click the [**OK**] button.

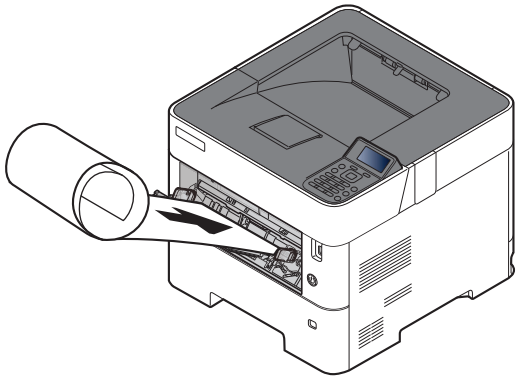
NOTE
When banner printing, a resolution of 600 dpi is set.

5 Load paper.

1 Open the multi purpose tray and extend the support tray section of the multi purpose tray.



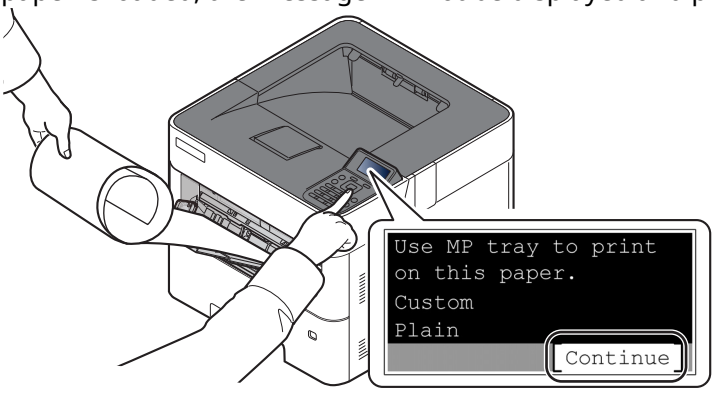
2 Load paper.



6 Start printing.

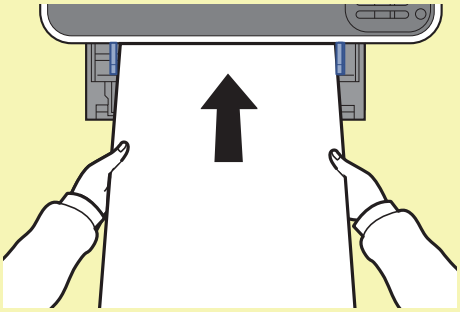
Click the [**OK**] button.

When you execute printing in this case, a message appears on the machine's operation panel. Place the paper in the Multi Purpose tray, continue to support it so that it does not fall, and select [**Continue**]. If the paper is loaded, the message will not be displayed and printing will start automatically.



IMPORTANT

- **When printing multiple banner sheets, set the paper every time printing one sheet and select [Continue].**
- **After pressing [Continue], support the paper with both hands so that it feeds in correctly.**



- **After printing starts, catch the paper when it is output so that it does not fall. When using the top tray as the output location, do not stand up the stopper.**

Set whether the confirmation screen appears before each sheet is printed when printing multiple banner sheets.

Msg Banner Print (page 8-37)

Canceling Printing from a Computer

To cancel a print job executed using the printer driver before the printer begins printing, do the following:

NOTE

When canceling printing from this machine, refer to the following:

Canceling Jobs (page 5-2)

1 Double-click the printer icon ( ) displayed on the taskbar at the bottom right of the Windows desktop to display a dialog box for the printer.

2 Click the file for which you wish to cancel printing and select [Cancel] from the "Document" menu.

Printing from the Handheld Device

This machine supports the AirPrint and Mopria. According to the supported OS and application, you can print the job from any handheld device or computer without installing a printer driver.

Printing by AirPrint

AirPrint is a printing function that is included standard in iOS 4.2 and later products, and Mac OS X 10.7 and later products.

This function enables you to connect and print to any AirPrint compatible device without installing a printer driver.

To allow the machine to be found when printing by AirPrint, you can set machine location information in Command Center RX.

Command Center RX User Guide

Printing by Mopria

Mopria is a standard on printing function included in Android 4.4 or later products. Mopria Print Service needs to be installed and enabled in advance.

For details on how to use, refer to a Web site of Mopria Alliance.

Printing with Wi-Fi Direct

Wi-Fi Direct is a wireless LAN standard that Wi-Fi Alliance has been established. This is one of the functions of the wireless LAN, without a wireless LAN access point or wireless LAN router, between devices can communicate directly on a peer to peer basis.

The printing procedure by the Wi-Fi Direct is the same as that from the normal handheld devices.

When you use a printer name or Bonjour name on the port settings of the printer property, you can print the job by specifying the name at Wi-Fi Direct connection.

When you use an IP address for the port, specify the IP address of this machine.

Printing Data Saved on the Printer

You can save the print job into the Job Box of this machine and print it as necessary. If you configure settings in the [**Job**] tab of the printer driver and then print, the print job will be saved in the Job Box (memory) and printing can be executed at the machine.

To print the job into the Job Box, specify the Job Box on the computer when sending the print job. Use the operation panel to select a file within a Box and to print it.

You can print the documents from the following boxes.

- Private Print Box

Printing Documents from Private Print Box (page 4-19)

- Stored Job Box

Printing Document from Stored Job Box (page 4-21)

- Quick Copy Box

Printing Document from Quick Copy Box (page 4-23)

- Proof and Hold Box

Printing Document from Proof and Hold Box (page 4-25)

- PIN Print Box

Printing Document from PIN Print Box (page 4-26)

- Universal Print Box

Printing Document from the Universal Print box (page 4-28)

Specifying the Job Box from a Computer and Storing the Job

Use the procedure below to store data in a Job Box.

1 Click [File] and select [Print] in the application. The Print dialog box displays.

2 Select the machine from the "Name" menu.

3 Click the [Properties] button. The Properties dialog box displays.

4 Click the [Job] tab and select the [Job storage (e-MPS)] check box to set the function.

NOTE

- To use Stored Job Box and Quick Copy Box, an optional SSD must be installed in the machine.
- For information on how to use the printer driver software, refer to the following:

Printer Driver User Guide

Printing Documents from Private Print Box

In Private Printing, you can specify that a job is not to be printed until you operate the machine. When sending the job from the application software, specify a 4-digit access code in the printer driver. The job is released for printing by entering the access code on the operation panel, ensuring confidentiality of the print job. The data will be deleted upon completion of the print job or after the power switch is turned off.

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Private/Stored**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Print the document.

1 Select the document to print, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Print**] > [**OK**] key

3 Specify the number of copies to print as desired, and the [**OK**] key > [**Yes**].

Printing starts.

Upon completion of printing, the Private/Stored job is automatically deleted.

> **NOTE**
> If the document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.

Deleting the Documents Stored in the Private Print Box

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Private/Stored**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Delete the document.

1 Select the document to delete, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Delete**] > [**OK**] key > [**Yes**]

The document is deleted.

> **NOTE**
> If the document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.

Printing Document from Stored Job Box

In Stored Job, the print data sent from the application is saved to the machine. You can set up an access code as necessary. If you set up an access code, enter the access code when printing. Print data will be stored in the Stored Job Box after printing. This will allow printing of the same print data repeatedly.

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Private/Stored**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Print the document.

1 Select the document to print, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Print**] > [**OK**] key

3 Specify the number of copies to print as desired, and the [**OK**] key > [**Yes**].

Printing starts.

> **NOTE**
> If the document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.

Quick Job Printing

When user-controlled prints are retained in the Proof and Hold Box, you can display a list of your own print jobs stored in the said box by using your IC card to login when you want to print something.?Once you execute the print, it will start immediately.

This requires user controls using an optional IC card authentication kit. Please refer to the following regarding user controls for printing.

→ Adding a User (Local User List) (page 9-6)

→ Managing the Users that Print on This Machine from a PC (page 9-10)

To set up ID Card Settings, please refer to the following.

→ ID Card Settings (page 9-14)

To set up Quick Job Printing, please refer to the following.

→ Quick Job Printing (page 9-15)

Deleting the Documents Stored in the Stored Job Box

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Private/Stored**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Print and delete the document.

1 Select the document to delete, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Delete**] > [**OK**] key > [**Yes**]

The document is deleted.

> **NOTE**
> If the document is protected by an access code, the password entry screen will be displayed. Enter the password using the numeric keys.

Printing Document from Quick Copy Box

Quick Copy feature facilitates additional prints of a document already printed. Activating Quick Copy and printing a document using the printer driver allow the print data to be stored in the Quick Copy Job Box. When additional copies are required, you can reprint the required number of copies from the operation panel. By default, up to 32 documents can be stored. When power is turned off, all stored jobs will be deleted.

NOTE

- When the number of jobs reaches the limit, the oldest job will be overwritten by the new one.
- To maintain free space on the box, you can set the maximum number of stored jobs.

Quick Copy Jobs (page 4-31)

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Quick Copy**] > [**OK**] key

NOTE

If the default screen of the box is set to a Custom Box, display the Job Box screen.

[**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Print the document.

1 Select the document to print, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Print**] > [**OK**] key

3 Specify the number of copies to print as desired, and the [**OK**] key > [**Yes**].

Printing starts.

Deleting the Documents Stored in the Quick Copy Box

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Quick Copy**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Delete the document.

1 Select the document to delete, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Delete**] > [**OK**] key > [**Yes**]

The document is deleted.

Printing Document from Proof and Hold Box

The Proof and Hold feature produces only a single proof print of multiple-print job and holds printing of the remaining copies. Printing a multiple-print job in Proof and Hold using the printer driver allows only a single copy to be printed while maintaining the document data in the Job Box. To continue to print the remaining copies, use the operation panel. You can change the number of copies to print.

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Quick Copy**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Print the document.

1 Select the document to print, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Print**] > [**OK**] key

3 Specify the number of copies to print as desired, and the [**OK**] key > [**Yes**].

Printing starts.

Deleting the Documents Stored in the Proof and Hold Box

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Quick Copy**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Delete the document.

1 Select the document to delete, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Delete**] > [**OK**] key > [**Yes**]

The document is deleted.

Printing Document from PIN Print Box

When you print something from an application that uses an IPP protocol such as AirPrint or Mopria, the print will become retained in the PIN Print box. The retained print job can be output by entering the PIN code configured when the print was executed. If a PIN code was not configured when printed, a PIN code will not be required during the output.

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**PIN Print**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Print the document.

1 Select the document to print, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Print**] > [**OK**] key

3 Specify the number of copies to print as desired, and the [**OK**] key > [**Yes**].

Printing starts.

Automatically the PIN print data is automatically deleted once printing is complete.

> **NOTE**
> If the document is protected by a PIN code, the PIN code entry screen will be displayed. Enter the PIN code using the numeric keys.

Deleting the Documents Stored in the PIN Print Box

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**PIN Print**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Delete the document.

1 Select the document to delete, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Delete**] > [**OK**] key > [**Yes**]

The document is deleted.

> **NOTE**
> If the document is protected by a PIN code, the PIN code entry screen will be displayed. Enter the PIN code using the numeric keys.

Printing Document from the Universal Print box

For enhanced security, Universal Print allows PIN codes to be set for print jobs. Jobs for which PIN codes have been set will be saved in the cloud without being printed. Enter a PIN code from the operation panel to make jobs printable from this machine.

NOTE

- To use Universal Print, you must register this machine as a shared printer.

Register this machine on Universal Print (page 4-10)

- In order to use Universal Print, it is necessary for Windows 11 or Microsoft 365 license, and Azure Active Directory account. If not, please acquire those license and the account.

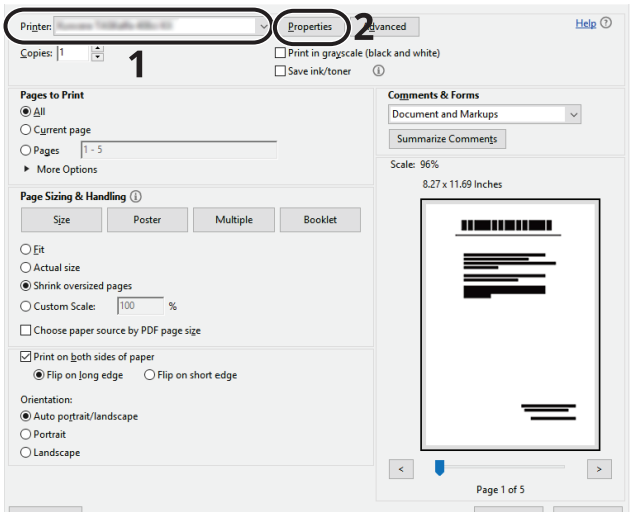
Save jobs to the Universal Print box

1 Display the screen.

Click [**File**] and select [**Print**] in the application.

2 Configure the settings.

1 Select a registered shared printer from the "Printer" menu, and click the [**Properties**] button.



2 Click [**Advanced**].

3 Set [**PIN protected printing**] to [**On**], and set a 4-digit PIN code in [**PIN protected printing PIN**].

4 Select [**OK**] button > [**OK**] button in order, and return to the print dialog box.

3 Start printing.

Click the [**OK**] button.

Print jobs saved in the Universal Print box

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Universal Print**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Print the document.

1 Select the document to print, and [**Select**] > [**OK**] key.

The file is selected. A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Print**] > [**OK**] key > Enter the PIN code > [**OK**] key > [**Yes**]

Printing starts.

Automatically the Universal Print data is automatically deleted once printing is complete.

Deleting the Documents Stored in the Universal Print Box

1 Display the screen.

1 [**Document Box**] key > [▲] [▼] key > [**Universal Print**] > [**OK**] key

> **NOTE**
> If the default screen of the box is set to a Custom Box, display the Job Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Select the creator of the document, and select the [**OK**] key.

2 Delete the document.

1 Select the document to delete, and [**Select**] > [**OK**] key.
The file is selected. A checkmark will be placed on the right of the selected file.
Checkmarks will be placed on the right of the all files when [**All Files**] is selected.
When all files are checked, all checkmarked files are deselected.
Select the checkmarked file and select [**Select**] again to cancel the selection.

2 [▲] [▼] key > [**Delete**] > [**OK**] key > Enter the PIN code > [**OK**] key > [**Yes**]
The document is deleted.

Job Box Setting

Configures settings for Job Box.

1 Display the screen.

[**Document Box**] key > [▲] [▼] key > [**Job Box Setting**] > [**OK**] key

NOTE

If the default screen of the box is set to a Custom Box, display the Job Box screen.

[**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Job Box**] > [**OK**] key

2 Configure the settings.

The available settings are shown below.

Item	Description
Quick Copy Jobs	To maintain free space on the box, you can set the maximum number of stored jobs. **Value: number between 0 and 300** **NOTE** When 0 is set, Quick Copy cannot be used.
JobRet. Deletion	This setting specifies that documents, such as Private Printing, Quick Copying, or Proof and Hold Printing, saved temporarily in the job box are automatically deleted after they have been saved for a set time. **Value: Off, 1 hour, 4 hours, 1 day, 1 week** **NOTE** This function is valid for documents saved after the function is set. Regardless of this function setting, temporary documents are deleted when the main power switch is turned off.
DelPIN at PwrOff	Configures whether to delete the jobs retained in the PIN Print box when the power is turned off. **Value: Off, On**
Storage Media	Select which storage media to use. **Value: SSD, SD Card** **NOTE** This setting is not displayed if the optional SSD or SD card is not installed.

Monitoring the Printer Status (Status Monitor)

The Status Monitor monitors the printer status and provides an ongoing reporting function.

NOTE
When you activate Status Monitor, check the status below.

- KX DRIVER is installed.
- Either [**Enhanced WSD**] or [**EnhancedWSD(TLS)**] is enabled.

ProtocolSettings (page 8-20)

Accessing the Status Monitor

The Status Monitor also starts up when printing is started.

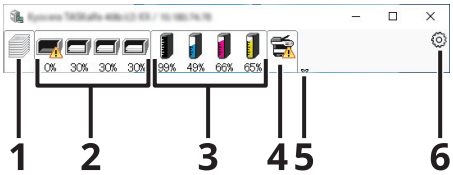
Exiting the Status Monitor

Use either of the methods listed below to exit the Status Monitor.

- Exit manually:
  Click the settings icon and select Exit in the menu to exit the Status Monitor.
- Exit automatically:
  The Status Monitor automatically shuts down after 7 minutes if it is not being used.

Quick View State

The status of the printer is displayed using icons. Detailed information is displayed when the Expand button is clicked.

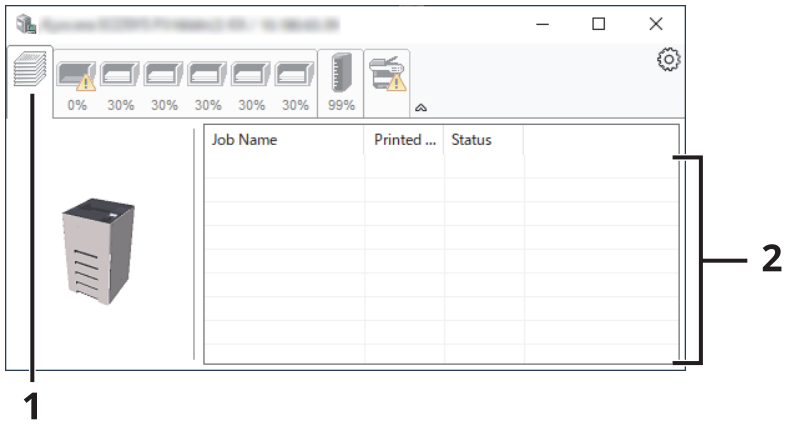


1 Printing Progress Tab
2 Paper Tray Status Tab
3 Toner Status Tab
4 Alert Tab
5 Expand button
6 Settings icon

Detailed information is displayed by clicking on each icon tab.

Printing Progress Tab

The status of the print jobs is displayed.



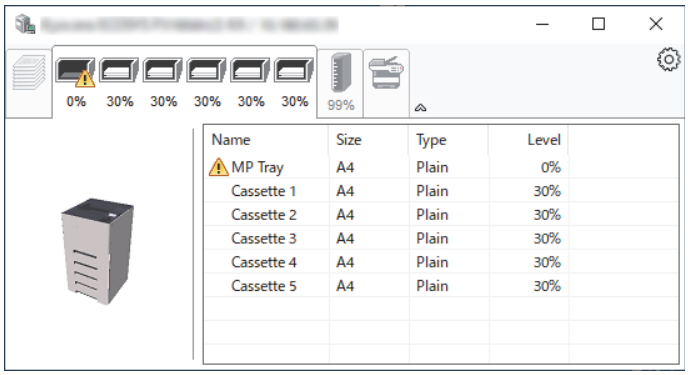
1 Status icon

2 Job list

Select a job on the job list and it can be canceled using the menu displayed with a right-click.

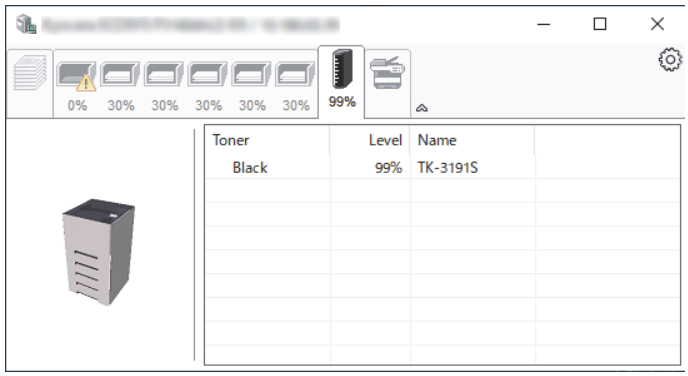
Paper Tray Status Tab

Information is displayed about the paper in the printer and about the amount of paper remaining.



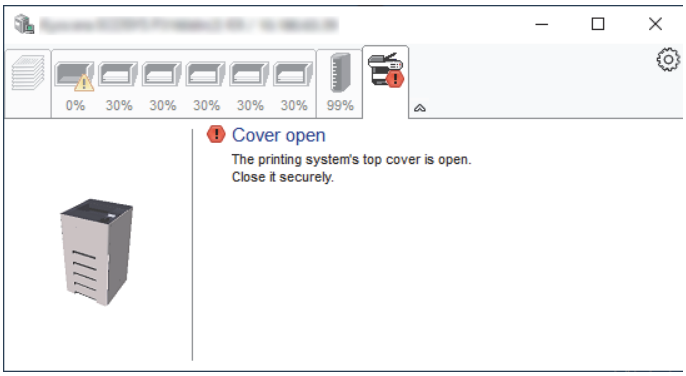
Toner Status Tab

The amount of toner remaining is displayed.



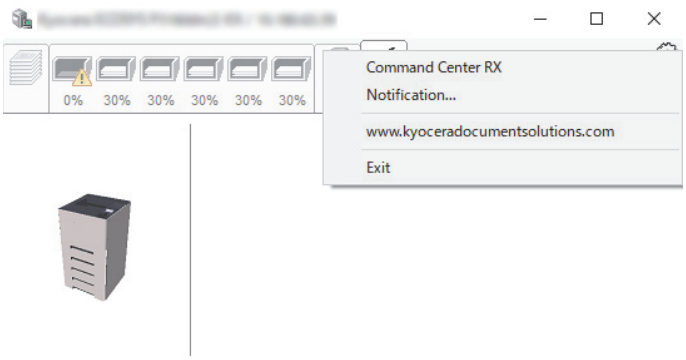
Alert Tab

If an error occurs, a notice is displayed using a 3D image and a message.



Status Monitor Context Menu

The following menu is displayed when the settings icon is clicked.



- **Command Center RX**
  If the printer is connected to a TCP/IP network and has its own IP address, use a web browser to access the Command Center RX to modify or confirm the network settings.This menu is not displayed when using USB connection.

Command Center RX User Guide

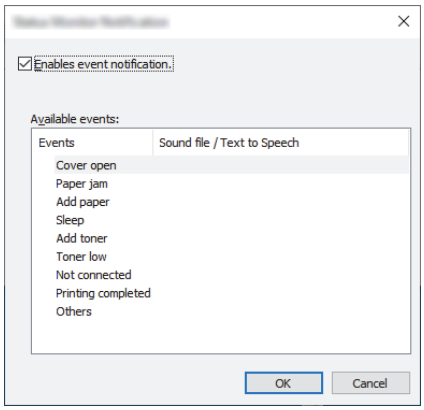
- **Notification...**
  This sets the display of the Status Monitor.

Status Monitor Notification Settings (page 4-35)

- **www.kyoceradocumentsolutions.com**
  Open our website.
- **Exit**
  Exits the Status Monitor.

Status Monitor Notification Settings

The Status Monitor settings and event list details are displayed.



Select whether notification is performed when an error in the event list occurs.

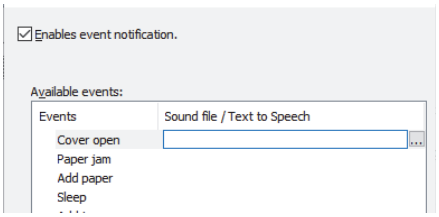
1 Select Enable event notification.

If this setting is set to Off, then the Status Monitor will not start up even when printing is executed.

2 Select an event to use with the text to speech function in Available events.

3 Click Sound file / Text to Speech column.

Click the browse (...) button to notify the event by sound file.



NOTE

The available file format is WAV.

When customizing the message texts to read on the screen aloud, enter the texts in the text box.

5 Operation on the Machine

This chapter explains the following topics:

Canceling Jobs 5-2
Using Document Boxes 5-3
- What is Custom Box? 5-3
- What is Job Box? 5-3
- What is USB Drive Box? 5-3

Using a Custom Box 5-4
- Creating a New Custom Box 5-4
- Editing Custom Box 5-6
- Deleting the Custom Box 5-6
- Storing Documents to a Custom Box 5-7
- Printing Document in a Custom Box 5-7
- Moving Documents in Custom Box 5-8
- Deleting Documents in Custom Box 5-9

Using Removable USB Drive 5-10
- Printing Documents Stored in Removable USB Drive 5-10
- Removing USB Drive 5-11

Canceling Jobs

You can also cancel jobs by selecting the [**Cancel**] key.

1 While the printer displays "Processing.", select [Cancel] key.

The "Job Cancel List" appears, showing the list of current print jobs.

2 Cancel a job.

1. Select the job to cancel, and the [**OK**] key.
2. Select [**Yes**].

   The job is canceled.

> **NOTE**
> "Canceling..." appears on the message display and printing stops after the current page is printed.

Using Document Boxes

Document Box contains four types of component boxes which provide the following functions.

The following types of document boxes are available.

- Custom Box
- Job Box
- USB Drive Box

What is Custom Box?

Custom Box is a component box which you can create within the Document Box and store data for later retrieval. You can create or delete a Custom Box, and manipulate data in various ways as described below:

- Creating a New Custom Box
- Printing Document in a Custom Box
- Editing Documents in a Custom Box
- Deleting Documents in Custom Box

NOTE

- To use Custom Box, an optional SSD must be installed in the machine.

HD-17/HD-18/HD-19 "SSD" (page 11-5)

- The operation on Custom Box can also be performed from Command Center RX.

Command Center RX User Guide

What is Job Box?

Job Box is a generic name for the "Private Print/Stored Job Box", "Quick Copy/Proof and Hold Box", and "PIN Print

Box". These Job Boxes cannot be created or deleted by a user.

NOTE

- You can set up the machine so that temporary documents in job boxes are automatically deleted.

JobRet. Deletion (page 4-31)

- For details on operating the "Private Print/Job Hold Box", "Quick Copy/Proof and Hold Box", or "PIN Print Box", refer to the following:

Printing Data Saved on the Printer (page 4-18)

What is USB Drive Box?

A USB drive stick can be connected to the USB drive slot on the machine to print a saved file. You can print data directly from the USB drive without a PC.

Using a Custom Box

Custom Box is a component box which you can create within the Document Box and store data for later retrieval. You can create or delete a Custom Box, and manipulate data in various ways as described below:

- Creating a New Custom Box
- Storing Documents
- Printing Documents
- Editing Documents
- Deleting Documents

NOTE

The operation on Custom Box you perform from operation panel can also be made using Command Center RX.

Command Center RX User Guide

Creating a New Custom Box

NOTE

- To use Custom Box, an optional SSD must be installed in the machine.
- If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.
- If user login administration is enabled, log in with administrator privileges to perform the following operations. They cannot be performed with user privileges.
  - Creating a box
  - Deleting a box of which owner is another user.

1 Display the screen.

Select the [**Document Box**] key.

NOTE

If the default screen of the box is set to a Job Box, display the Custom Box screen.

[**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Custom Box**] > [**OK**] key

2 Create a custom box.

1 Select [**Add**].

2 Enter the box name and select the [**OK**] key.

NOTE

Up to 32 characters can be entered.

For details on entering characters, refer to the following:

Character Entry Method (page 11-10)

3 Enter a box number and select the [**OK**] key.

NOTE
You can set any value between 0001 and 1000.
Use the [▲] or [▼] key or the numeric keys to enter a number.

If you specify a box number that is already in use, an error message appears when you select the [**OK**] key and the number cannot be registered. If you enter 0000, the smallest number available will be automatically assigned.

4 To complete the box registration, select [▲] [▼] key > [E**xit**] > [**OK**] key.
The Custom Box is created.
To register further Box information, select [▲] [▼] key > [**Detail**] > [**OK**] key.
Proceed to next step.

3 Enter the box information.

Select [**Edit**] or [**Change**] on each item and enter the information then select the [**OK**] key.

Select the [▶] key to view the next screen. Select the [◀] key to return to the previous screen. The table below lists the items to be set.

Item	Description
Box Name	Enter a box name consisting of up to 32 characters. Character Entry Method (page 11-10)
Owner*1 *2	Set the owner of the box. Select the owner from the user list that appears.
Permission*1	Select whether to share the box.
Box Password	User access to the box can be restricted by specifying a password to protect the box. Entering a password is not mandatory. Enter a password of up to 16 characters and select the [**OK**] key. Reenter the same password for confirmation and select the [**OK**] key. This can be set if [**Shared**] is selected in "Permission".
Box Number	Enter the box number by using the numeric keys or using the [▲] or [▼] key. The box number can be from 0001 to 1000. A Custom Box should have a unique number. If you enter 0000, the smallest number available will be automatically assigned.
Usage Restrict.	The usage for a box can be restricted. To enable a capacity restriction enter a value for the storage capacity of the Custom Box in megabytes by using the numeric keys or using the [▲] or [▼] key. You can enter a limit between 1 and 30,000 (MB).
Auto File Del.	Automatically deletes stored documents after a set period of time. To enable automatic deletion, select [▲] [▼] key > [**Off/On**] > [**OK**] key > [▲] [▼] key > [**On**] > [**OK**] key. To set the period that the document will be stored, select [▲] [▼] key > [**Period**] > [**OK**] key. Use the numeric keys or use the [▲] or [▼] key to enter the number of days for which documents are stored. You can enter any number between 1 and 31 (day(s)). To disable automatic file deletion, select [▲] [▼] key > [**Off/On**] > [**OK**] key > [▲] [▼] key > [**Off**] > [**OK**] key.
OverwriteSetting	Specifies whether or not old stored documents are overwritten when new documents are stored. To overwrite old documents, select [▲] [▼] key > [**Permit**] > [**OK**] key. To retain old documents, select [▲] [▼] key > [**Prohibit**] > [**OK**] key.
Del. afterPrint	Automatically delete a document from the box once printing is complete. To delete the document, select [▲] [▼] key > [**On**] > [**OK**] key. To retain the document, select [▲] [▼] key > [**Off**] > [**OK**] key.

*1 Displayed when the user login administration is enabled.
*2 Displayed when the user has logged in as administrator.

Editing Custom Box

1 Display the screen.

Select the [**Document Box**] key.

> **NOTE**
> If the default screen of the box is set to a Job Box, display the Custom Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Custom Box**] > [**OK**] key

2 Edit the custom box.

1 Select the box you want edit and select the [**OK**] key.

> **NOTE**
> • When you have logged in as a user, you can only edit a box whose owner is set to that user.
> • When you have logged in as administrator, you can edit all boxes.
> • If a custom box is protected by a password, enter the correct password.

2 [**Menu**] > [▲] [▼] key > [**Box Detail/Edit**] > [**OK**] key

3 Change the box information.

→ Creating a New Custom Box (page 5-4)

Deleting the Custom Box

1 Display the screen.

Select the [**Document Box**] key.

> **NOTE**
> If the default screen of the box is set to a Job Box, display the Custom Box screen.
> [**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Custom Box**] > [**OK**] key

2 Delete the custom box.

1 Select the box you want delete and [**OK**] key.

> **NOTE**
> • When you have logged in as a user, you can only delete a box whose owner is set to that user.
> • When you have logged in as administrator, you can delete all boxes.

2 [**Menu**] > [▲] [▼] key > [**Delete**] > [**OK**] key > [**Yes**]

> **NOTE**
> If a custom box is protected by a password, enter the correct password.

Storing Documents to a Custom Box

Custom box stores the print data which is sent from a PC. For the operation of the printing from the PC, refer to the following:

Printer Driver User Guide

Printing Document in a Custom Box

The procedure for printing documents in a custom box is explained below.

1 Display the screen.

1 Select the [**Document Box**] key.

NOTE
If the default screen of the box is set to a Job Box, display the Custom Box screen.

[**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Custom Box**] > [**OK**] key

2 Select the box containing the document you want to print, and select the [**OK**] key.

NOTE
- If a custom box is protected by a password, enter the correct password.
- Select [**Select**] to perform the following operations.
  - [**Sort**]: Sort the boxes.
  - [**Search(No.)**]: Search using the box number.

2 Print the document.

1 Select the document you want to print, and select [**Select**].

A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files in the Custom Box are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

NOTE
Select [**Menu**] to perform the following operations.

- [**Search(Name)**]: Search using a file name.
- [**Box Detail/Edit**]: Show and edit box details.

Editing Custom Box (page 5-6)

- [**File Detail**]: Display the details for the selected file.
- [**Delete**]: Delete the document.

Deleting the Custom Box (page 5-6)

2 Select the [**OK**] key.

To use the settings used at the time of printing (when the document was saved), select [▲] [▼] key > [**Print**] > [**OK**] key.
To change the print settings, select [▲] [▼] key > [**Print(ChangeSet)**] > [**OK**] key.

If [**Print**] is selected, change the number of copies to print as necessary.

If [**Print (ChangeSet)**] is selected, change the print settings. For the features that can be selected, refer to the following:

Custom Box (Printing) (page 6-2)

Printing of the selected document begins.

Moving Documents in Custom Box

This function allows you to move documents stored in custom boxes into other boxes. The procedure for moving documents is explained below.

1 Display the screen.

1 Select the [**Document Box**] key.

NOTE
If the default screen of the box is set to a Job Box, display the Custom Box screen.

[**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Custom Box**] > [**OK**] key

2 Select the box containing the document you want to move, and select the [**OK**] key.

NOTE
- If a custom box is protected by a password, enter the correct password.
- Select [**Menu**] to perform the following operations.
  - [**Sort**]: Sort the boxes.
  - [**Search(No.)**]: Search using the box number.

2 Move the documents.

1 Select the document you want to move, and select [**Select**].

A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files in the Custom Box are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

NOTE
Select [**Menu**] to perform the following operations.

- [**Search(Name)**]: Search using a file name.
- [**Box Detail/Edit**]: Show and edit box details.

Editing Custom Box (page 5-6)

- [**File Detail**]: Display the details for the selected file.
- [**Delete**]: Delete the document.

Deleting the Custom Box (page 5-6)

2 [**OK**] key > [▲] [▼] key > [**Move**] > [**OK**] key

3 Select the destination box, and the [**OK**] key.

The selected document is moved.

NOTE
If the box to which the document is to be moved is protected by a password, enter the correct password.

Deleting Documents in Custom Box

The procedure for deleting documents in a custom box is explained below.

1 Display the screen.

1 Select the [**Document Box**] key.

NOTE
If the default screen of the box is set to a Job Box, display the Custom Box screen.

[**Document Box**] key > [**Back**] key > [▲] [▼] key > [**Custom Box**] > [**OK**] key

2 Select the box containing the document you want to delete, and select the [**OK**] key.

NOTE
- If a custom box is protected by a password, enter the correct password.
- Select [**Menu**] to perform the following operations.
  - [**Sort**]: Sort the boxes.
  - [**Search(No.)**]: Search using the box number.

2 Delete the document.

1 Select the document you want to delete, and select [**Select**].

A checkmark will be placed on the right of the selected file.

Checkmarks will be placed on the right of the all files when [**All Files**] is selected.

When all files in the Custom Box are checked, all checkmarked files are deselected.

Select the checkmarked file and select [**Select**] again to cancel the selection.

NOTE
Select [**Menu**] to perform the following operations.

- [**Search(Name)**]: Search using a file name.
- [**Box Detail/Edit**]: Show and edit box details.

Editing Custom Box (page 5-6)

- [**File Detail**]: Display the details for the selected file.
- [**Delete**]: Delete the document.

Deleting the Custom Box (page 5-6)

2 [**OK**] key > [▲] [▼] key > [**Delete**] > [**OK**] key > [**Yes**]

Using Removable USB Drive

Plugging USB drive directly into the machine enables you to quickly and easily print the files stored in the USB drive without having to use a computer.

The following file types can be printed:

PDF file (Version 1.7 or older)

TIFF file (TIFF V6/TTN2 format)

JPEG file

XPS file

OpenXPS file

Encrypted PDF file

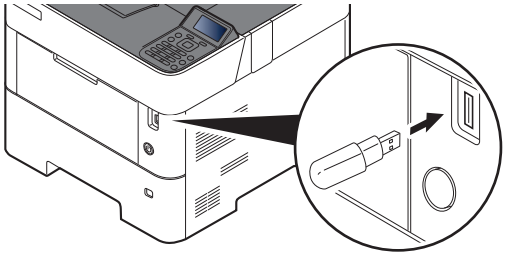
Printing Documents Stored in Removable USB Drive

NOTE

- PDF files you wish to print should have an extension (.pdf).
- Files to be printed should be saved no further down than the top 3 folder levels, including the root folder.
- Plug the USB drive directly into the USB Drive Slot.

1 Plug the USB drive.

Plug the USB drive into the USB Drive Slot.



NOTE

If the USB drive screen does not appear, display the screen for USB drive.

[**Menu**] key > [▲] [▼] key > [**USB Drive**] > [**OK**] key

2 Print the document.

1 [▲] [▼] key > [**Print File**] > [**OK**] key

2 Select the folder containing the file to be printed, and select the [**OK**] key.

The machine will display documents in the top 3 folder levels, including the root folder.

NOTE

- 1,000 documents can be displayed.
- To return to a higher level folder, select the [**Back**] key.

3 Select the document, and select the [**OK**] key.

> **NOTE**
> Select [**Detail**] to show the details of the selected folder or document.

4 Change the number of copies, duplex printing, etc. as desired.

For the features that can be selected, refer to the following:

USB Drive (Printing Documents) (page 6-2)

5 Select the [**OK**] key.

Printing of the selected file begins.

Removing USB Drive

Follow the steps below to remove the USB drive.

> **IMPORTANT**
> **Be sure to follow the proper procedure to avoid damaging the data or USB drive.**

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**USB Drive**] > [**OK**] key

2 Select [Remove USB Drive].

[▲] [▼] key > [**Remove USB Drive**] > [**OK**] key

3 Remove the USB drive.

6 Using Various Functions

This chapter explains the following topics:

Functions Available on the Machine 6-2
- Custom Box (Printing) 6-2
- USB Drive (Printing Documents) 6-2

Functions 6-3
- Quiet Mode 6-3
- Duplex 6-3
- Paper Output 6-4
- EcoPrint 6-4
- File Name Entry 6-4
- Job Finish Notice 6-4
- Del. after Print (Delete after Printed) 6-5
- Encrypted PDF 6-5
- TIFF/JPEG Size 6-5
- XPS FitTo Page 6-5

Functions Available on the Machine

Custom Box (Printing)

For details on each function, see the table below.

Functions	Description	Reference page
Quiet Mode	Lower print speed for quiet processing.	page 6-3
Duplex	Print a document on both sides of the paper.	page 6-3
Paper Output	Select either the top tray or the optional Face-up Rear Output Tray for the output stack.	page 6-4
EcoPrint	EcoPrint saves toner when printing.	page 6-4
File Name Entry	Adds a file name.	page 6-4
Job Finish Notice	Sends E-mail notice when a job is complete.	page 6-4
Del. after Print	Automatically deletes a document from the box once printing is complete.	page 6-5

USB Drive (Printing Documents)

For details on each function, see the table below.

Function key	Description	Reference page
Quiet Mode	Lower print speed for quiet processing.	page 6-3
Duplex	Print a document on both sides of the paper.	page 6-3
Paper Output	Select either the top tray or the optional Face-up Rear Output Tray for the output stack.	page 6-4
EcoPrint	EcoPrint saves toner when printing.	page 6-4
File Name Entry	Adds a file name.	page 6-4
JobFinish Notice	Sends E-mail notice when a job is complete.	page 6-4
Encrypted PDF	Enter the preassigned password to print the PDF data.	page 6-5
TIFF/JPEG Size	Select the image size when printing JPEG or TIFF files.	page 6-5
XPS FitTo Page	Reduces or enlarges the image size to fit to the selected paper size when printing XPS file.	page 6-5

Functions

Quiet Mode

Lower print speed for quiet processing.

Select this mode when the running noise is uncomfortable.

It is possible to set the use of Quiet Mode for each function.

(**Value**: [**Off**] / [**On**])

NOTE

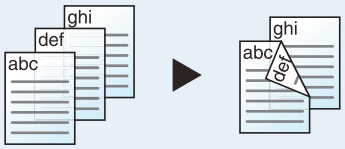
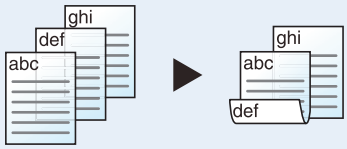
- The processing speed will be slower than normal when in Quiet Mode.
- This cannot be used when [**Prohibit**] is set for "Each Job".

Each Job (page 8-44)

Duplex

Print a document on both sides of the paper.

The following modes are available.

Item	Description
Off	Disables the function.
Bind Long Edge 	Prints the reverse side of a document in the same orientation as the front side.
Bind Short Edge 	Prints the reverse side of a document rotated 180° with respect to the front side. When the printed pages are bound at the top, the reverse side will be in the same orientation as the front side when the pages are turned.

Paper Output

Select either the top tray or the optional Face-up Rear Output Tray for the output stack.

Item	Description
TopTray FaceDown	Delivery to the Top Tray of the machine.
RearTray FaceUp	Delivery to the optional Face-up Rear Output Tray (PT-320).

NOTE

- This function can be used for ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x.
- The default setting for Paper Output can be changed.

Paper Output (page 8-11)

EcoPrint

EcoPrint saves toner when printing.

Use this function for test prints or any other occasion when high quality print is not required.

(**Value**: [**Off**] / [**On**])

File Name Entry

Adds a file name.

Additional information such as job number and date and time can also be set. You can check a job history or job status using the file name, date and time, or job number specified here.

To add date and time, select [**Date**] and the [**OK**] key. To add job number, select [**Job No.**] and the [**OK**] key. To add both, select [**Job No. + Date**] or [**Date + Job No.**] and the [**OK**] key.

Job Finish Notice

Sends E-mail notice when a job is complete.

Users can be notified of the completion of a job while working at a remote desk, saving the time spent waiting beside the machine to finish.

NOTE

- PC should be configured in advance so that E-mail can be used.

Command Center RX (page 2-43)

- E-mail can be sent to a single destination.

Item	Description
Off	Disables the function.
Job Finished Only	Enter E-mail address directly. Enter the address (up to 256 characters) and select the [**OK**] key.
Job Finished + Job Interrupted	

Del. after Print (Delete after Printed)

Automatically deletes a document from the box once printing is complete.

(**Value**: [**Off**] / [**On**])

Encrypted PDF

Enter the preassigned password to print the PDF data.

Enter the Password, and select [**OK**].

NOTE

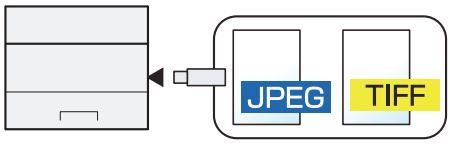
For details on entering the password, refer to the following:

Character Entry Method (page 11-10)

TIFF/JPEG Size

Select the image size when printing JPEG or TIFF files.

(**Value**: [**Paper Size**] / [**Image Resolution**] / [**Print Resolution**])

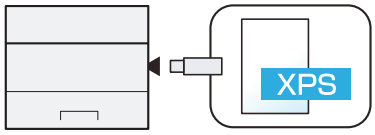


Item	Description
Paper Size	Fits the image size to the selected paper size.
Image Resolution	Prints at resolution of the actual image.
Print Resolution	Fits the image size to the print resolution.

XPS FitTo Page

Reduces or enlarges the image size to fit to the selected paper size when printing XPS file.

(**Value**: [**Off**] / [**On**])



7 Status/Job Cancel

This chapter explains the following topics:

Checking Job Status 7-2
Displaying Status Screens 7-2
Checking Job History 7-3
Displaying Job History Screen 7-3
Checking the Detailed Information of Histories 7-4
Sending the Log History 7-4
Device Information 7-5
Checking the Remaining Amount of Toner and Paper (Paper/Supplies) 7-6

Checking Job Status

Check the status of jobs being processed or waiting to be printed.

Displaying Status Screens

1 Display the screen.

While the machine is printing or awaiting printing, select [**Status**] > [▲] [▼] key > [**Job Status**] > [**OK**] key.

2 Select the job you want to check.

Select the job you want to check, and [**OK**] key or [**Detail**].

NOTE

You can show the job statuses of all users, or only the statuses of your own jobs.

Disp. Status/Log (page 8-36)

This setting can also be changed from Command Center RX.

Command Center RX User Guide

3 Check the status.

Select the [▶] key to view the next screen. Select the [◀] key to return to the previous screen.

Item	Description
Job Name	When the job name in Job Name is displayed in a short form, select [**Detail**] to see the complete job name. Select the [**OK**] key to return to the previous screen.
Status	Status of job [**Processing**]:The status before starting to print. [**Pause**]: Pausing print job or error [**Canceling**]: Canceling the job [**Waiting**]: Waiting Printing [**-----**]: The job is finished.
Job Type	[**Printer**]: Printer job [**Report**]: Report/List [**USB**]: Data from USB drive [**Box**]: Job from Document Box
Accepted Time	Accepted Time of job
User Name	User Name for the executed job If user login administration is disabled, [**----**] appears.
Printed Pages	• Number of pages printed • Number of copies printed / Total number of copies to be printed

Checking Job History

Check the history of completed jobs.

NOTE

- Job history is also available by Command Center RX or KYOCERA Net Viewer from the computer.

Command Center RX User Guide

KYOCERA Net Viewer User Guide

- You can show the job log of all users, or only your own job log.

Disp. Status/Log (page 8-36)

- This setting can also be changed from Command Center RX.

Command Center RX User Guide

Displaying Job History Screen

1 Display the screen.

1 While the machine is printing or awaiting printing, select [**Status**].

2 [▲] [▼] key > [**Job Status**] > [**OK**] key

2 Select the job you want to check.

Select the job you want to check, and the [**OK**] key or [**Detail**].

A job result icon is displayed on the extreme right of each job.

- OK: The job has been completed.
- ⚠: An error has occurred.
- ⊘: The job has been canceled.

Checking the Detailed Information of Histories

1 Display the screen.

Displaying Job History Screen (page 7-3)

2 Check the job history.

Select the [▶] key to view the next screen. Select the [◀] key to return to the previous screen.

Item	Description
Job Name	When the job name in Job Name is displayed in a short form, select [**Detail**] to see the complete job name. Select the [**OK**] key to return to the previous screen.
Result	Result of job [**OK**]: The job has been completed. [**Error**]: An error has occurred. [**Cancel**]: The job has been canceled.
Job Type	[**Printer**]: Printer job [**Report**]: Report/List [**USB**]: Data from USB drive [**Box**]: Job from Document Box
Accepted Time	Accepted time of job
User Name	User Name for the executed job If user login administration is disabled, [**----**] appears.
Printed Pages	• Number of pages printed • Number of copies printed / Total number of copies to be printed

Sending the Log History

You can send the log history by E-mail. You can either send it manually as needed or have it sent automatically whenever a set number of jobs is reached.

Send History (page 8-6)

Device Information

Configure the devices/lines installed or connected to this machine or check their status.

1 Display the screen.

Select [**Status**], while the machine is printing or awaiting printing.

2 Check the status.

Select the items you want to check. Then, select the [**OK**] key to show the status of the selected device.

The items you can check are described below.

"Rmt. Op. Status"

The status of the Remote Operation Status is displayed.

"Keyboard"

The status of the optional USB Keyboard and Bluetooth Keyboard are displayed.

"Network"

The network connection status appears.

"Wi-Fi"

- This function is displayed when the wireless network function is available on the machine.
- The Wi-Fi connection status and network name (SSID) of the machine appear.

"Wi-Fi Direct"

This function is displayed when the wireless network function is available on the machine.

- Select [▲] [▼] key > [**PushButton Setup**] > [**OK**] key, and execute the push button of the device you want to connect to start the connection to the machine.
- Select [▲] [▼] key > [**Detail Info**] > [**OK**] key, information on the device that is connected by Wi-Fi Direct appears.
- Select [▲] [▼] key > [**ConnectionStatus**] > [**OK**] key > [**Menu**]> [▲] [▼] key > [**ConnectedDevices**] > [**OK**] key to display the list of connected devices.
- Select [▲] [▼] key > [**ConnectionStatus**] > [**OK**] key > [**Menu**]> [▲] [▼] key > [**DisconnectAll**] > [**OK**] key to disconnect all devices.

"Option Network"

The connection status of the optional Network Interface Kit or Wireless Network Interface Kit is displayed.

"Unit Condition"

Displays the time remaining on the developer unit and the cassettes.

Checking the Remaining Amount of Toner and Paper (Paper/Supplies)

Check the remaining amount of toner, and paper on the message display.

1 Display the screen.

To check the toner status, select [**Toner**] while the machine is awaiting printing.

If you select [**Paper**], you will return to the paper status screen.

2 Check the status.

The items you can check are described below.

"Toner Status"

The amount of toner remaining is shown in levels.

"Paper Status"

You can check the paper size and amount of paper remaining in the paper source. The amount of paper remaining is shown in levels.

8 Setup and Registration (System Menu)

This chapter explains the following topics:

Operation Method 8-2
- Menu Settings 8-3
- Report 8-5
- Paper Settings 8-7
- Print Settings 8-11
- Network 8-15
- Optional Network 8-28
- Device Common 8-31
- Security 8-38
- User/Job Account 8-43
- Adjust/Maint. 8-44
- Op Functions 8-44
- Device Info. 8-44

Operation Method

Configure settings related to overall machine operation.

Change the factory default settings in accordance with usage needs.

Operation Method (page 2-11)

NOTE

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

Refer to the following and configure as needed.

Menu Settings (page 8-3)

Menu Settings

This section explains the functions that can be configured in Menu. To configure the settings, select the item in System Menu and select the setting item. For details on each function, see the table below.

Item	Description	Reference Page
Report	Configure settings for printing reports and histories.	page 8-5
Counter	This counts the number of pages printed.	page 2-40
User Property	You can view and change information about the logged-in user.	page 8-7
Paper Settings	Configure settings for paper.	page 8-7
Print Settings	Configure settings for printing.	page 8-11
Network	Configures network settings.	page 8-15
Primary Network	Specify the network to be used for the send function, the network authentication and connecting to external address book.	page 8-15
Optional Network	Configure settings for the optional Network Interface Kit or Wireless Network Interface Kit.	page 8-28
Language	Select the language displayed on the message display.	page 8-31
Def. Screen(Box)	Select the screen to be displayed when [**Document Box**] key is selected.	page 8-31
Date Setting	Configure settings related to the date and time.	page 8-31
Buzzer	Set options for buzzer sound during the machine operations.	page 8-32
RAM Disk Setting	A RAM disk can be created and its size can be set.	page 8-32
Format SSD	Format an optional SSD.	page 8-32
Format SD Card	Format an optional SD/SDHC memory card.	page 8-33
Display Bright.	Set the brightness of the message display.	page 8-33
Disp. Backlight	Set the backlight of the message display.	page 8-33
Error Handling	Select whether to cancel or continue the job when error has occurred.	page 8-33
Timer Setting	Configure settings related to the time.	page 8-34
Disp. Status/Log	Set the display method of the Status/Log.	page 8-36
Keyboard Type	Select the type of keyboard that you want to use.	page 8-36
Bluetooth Set.	Set the Bluetooth keyboard.	page 8-36
Low Toner Alert	Set the amount of remaining toner to notify the administrator when to order a toner when the toner is running low.	page 8-36
Msg Banner Print	Set whether the confirmation screen appears before each sheet is printed when printing multiple banner sheets.	page 8-37
Remote Printing	Select whether to prohibit printing that is performed without operating the machine.	page 8-37
Direct PRN (Web)	Set whether to allow Direct Printing from Command Center RX.	page 8-37
MaintenanceAlert	Set whether or not to display on the operation panel when a periodic inspection is near.	page 8-37
Security	The security functions can be set up to protect printer operation and the print data.	page 8-38
I/F Block Set.	This allows you to protect this machine by blocking the interface with external devices such as USB hosts or optional interfaces.	page 8-39

Item	Description	Reference Page
Security Level	The Security Level setting is primarily a menu option used by service personnel for maintenance work. There is no need for customers to use this menu.	—
Data Security	Configure settings for data stored in the optional SSD and machine's memory.	page 8-40
Manual FW Update	Set whether to allow firmware updates.	page 8-41
Secure Boot	Display whether the Secure Boot function is available.	page 8-42
RuntimeIntegrity	Display whether the RuntimeIntegrity function is available.	page 8-42
Allowlisting	Configure settings to prevent malware from running and prevent software tampering.	page 8-43
User/Job Account	Configures settings related to machine management. User Login: ➡ Overview of User Login Administration (page 9-2) Job Accounting: ➡ Overview of Job Accounting (page 9-18)	—
Application	Configure the application settings.	page 8-43
Adjust/Maint.	Adjust printing quality and conduct machine maintenance.	page 8-44
Restart	Restart the CPU without turning the power switch off. Use this to deal with any unstable operation by the machine. (Same as the computer restart.)	page 8-44
Op Functions	You can use the optional applications installed on this machine.	page 8-44
Device Info.	Check the machine’s system and engine software versions.	page 8-44

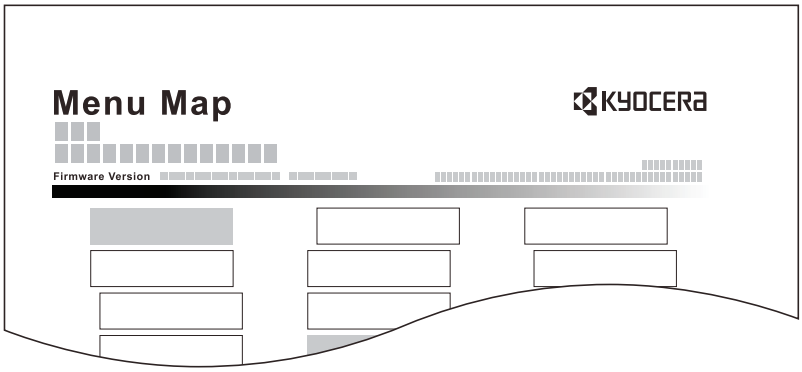
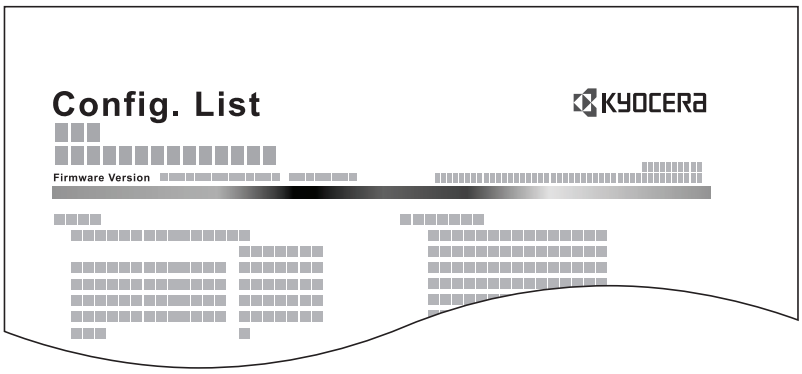
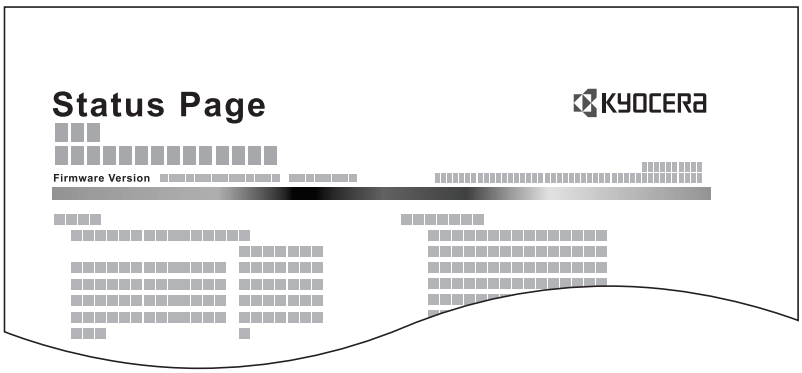
Report

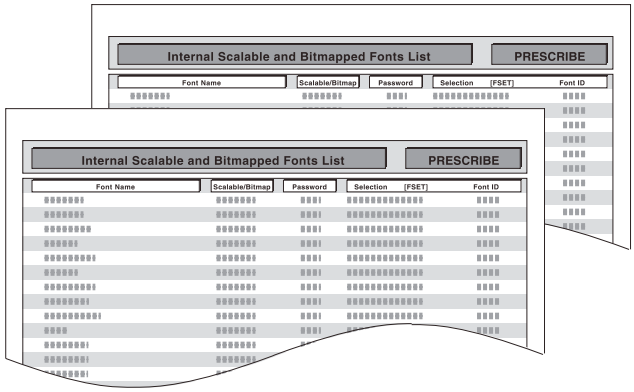
Print reports to check the machine settings and status.

Default settings for printing the result reports can also be configured.

Report Print

[**Menu**] key > [▲] [▼] key > [**Report**] > [**OK**] key > [▲] [▼] key > [**Report Print**] > [**OK**] key

Item	Description
Menu Map	Prints Menu Map to check the settings of the machine. 
Config. List	Prints the list of settings of the system menu. The settings of this machine can be checked. 
Status Page	Prints the status page, allowing you to check the information including current settings, available memory space, and optional equipment installed. 

Item	Description
Font List	Prints the font list, allowing you to check the font samples installed in the machine. 
RAM File List	You can print a list of the files in the RAM disk. **NOTE** This setting is displayed when [**RAM Disk Mode**] is set to [**On**].
SSD File List	You can print a list of the files in the SSD. **NOTE** Displayed when the optional SSD is installed.
SD Card FileList	You can print a list of the files in the SD Card. **NOTE** Displayed when the optional SD Card is installed.
DataSanitization	You can print a Data Sanitization Report.

Job Log History

[**Menu**] key > [▲] [▼] key > [**Report**] > [**OK**] key > [▲] [▼] key > [**Job Log History**] > [**OK**] key

Item	Description
Auto Sending	This function automatically sends the log history to the specified destinations whenever a set number of jobs has been logged. **Value** **Off/On: Off, On** **Jobs: Set the number of jobs at which the job history is automatically sent. The setting range is 1 to 100.** **This setting is displayed when [Off/On] is set to [On].**
Send History	You can also send the log history to the specified destinations manually.
Destination	Set and check the destination to which log histories are sent. **Value** **Confirmation: Check the destination to which log histories are sent.** **Address Entry: Set the destination to which log histories are sent. Only E-mail address can be set.**
Subject	Set the subject automatically entered when sending log histories by E-mail. **Value: Up to 60 characters**
Personal Info.	Select whether to include personal information in the job log. **Value: Include, Exclude**

User Property

You can view and change information about the logged-in user. For more information, refer to following:

Changing User Properties for Local Users (Admin, DeviceAdmin, PowerUser) (page 9-7)
Changing User Properties for Network Users (page 9-8)

NOTE
Displayed when the user login administration is enabled.

Paper Settings

Configure settings for paper.

MP Tray Set.

[**Menu**] key > [▲] [▼] key > [**Paper Settings**] > [**OK**] key > [▲] [▼] key > [**MP Tray Set.**] > [**OK**] key

Select paper size and media type for the multi purpose tray.

Item	Description
Paper Size	Available options are as follows: **Values: Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, Legal, A4, B5, A5, A5 (Landscape), A6, B6, Envelope #9, Envelope #6, ISO B5, Custom, Hagaki (Cardstock), Oufuku Hagaki (Return postcard), Oficio II, 216 × 340 mm, 16K, Statement, Statement (Landscape), Folio, Youkei 2, Youkei 4, Nagagata 3, Nagagata 4, Yonaga 3**
Media Type[*1]	Select the media type. **Values: Plain, Transparency, Preprinted, Labels, Bond, Recycled, Vellum, Rough, Letterhead, Color, Prepunched, Envelope, Cardstock, Thick, High Quality, Custom 1 - 8**

*1 To change to a media type other than "Plain".

Media Type Set. (page 8-9)

Bulk Feeder Set.

[**Menu**] key > [▲] [▼] key > [**Paper Settings**] > [**OK**] key > [▲] [▼] key > [**Bulk Feeder Set.**] > [**OK**] key

Select paper size and media type for large capacity feeder.

Item	Description
Paper Size	Available options are as follows: **Values** **Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, A4, B5, A5, A6, B6, Envelope #9, Envelope #6, ISO B5, Custom, 16K, Statement, Youkei 2, Youkei 4, Nagagata 3, Nagagata 4, Yonaga 3**
Media Type[*1]	Select the media type. **Values** **Plain, Transparency, Preprinted, Labels, Bond, Recycled, Vellum, Rough, Letterhead, Color, Prepunched, Envelope, Cardstock, Thick, High Quality, CUSTOM 1 - 8**

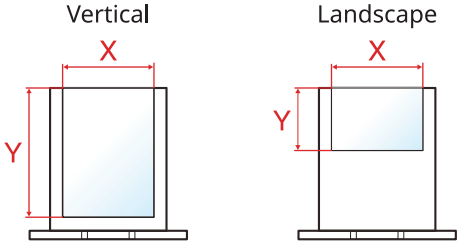
*1 To change to a media type other than "Plain".
When a paper weight that cannot be loaded in the cassette is set for a media type, that media type does not appear.

Media Type Set. (page 8-9)

Cassette 1 (to 5) Set.

[**Menu**] key > [▲] [▼] key > [**Paper Settings**] > [**OK**] key > [▲] [▼] key > [**Cassette 1 (to 5) Set.**] > [**OK**] key

Select paper size and media type for Cassettes 1 to 5.

Item	Description
Media Type[*1]	Select the media type. **Values** **Cassette 1: Plain, Preprinted, Bond, Recycled, Rough, Letterhead, Color, Prepunched, High Quality, CUSTOM 1 - 8** **Cassette 2 to 5: Plain, Preprinted, Bond, Recycled, Rough, Letterhead, Color, Prepunched, Envelope, High Quality, CUSTOM 1 - 8**
Other Paper Size	Available options are as follows: **Values** **Cassette 1: Envelope DL[*2], Envelope C5, Executive, Letter, Legal, A4, B5, A5,A5 (Landscape)[*2], A6[*2], B6[*2], ISO B5, Custom, Oufuku Hagaki[*2], Oficio II, 216 × 340 mm, 16K, Statement, Statement (Landscape)[*2], Folio** **Cassette 2 to 5: Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, Legal, A4, B5, A5, B6, Envelope #9, Envelope #6, ISO B5, Custom, Oufuku Hagaki[*2], Oficio II, 216 × 340 mm, 16K, Statement, Folio, Youkei 2, Youkei 4, Nagagata 3, Yonaga 3**
Custom PaperSize[*3]	Register the custom paper size to be used in Cassettes 1 to 5. **Values** **Cassette 1:** **Metric** **ECOSYS PA4500x** **X: 140 to 216 mm (in 1 mm increments)** **Y: 210 to 356 mm (in 1 mm increments)** **ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x** **X: 105 to 216 mm (in 1 mm increments)** **Y: 148 to 356 mm (in 1 mm increments)** **Inch** **ECOSYS PA4500x** **X: 5.51 to 8.50" (in 0.01" increments)** **Y: 8.25 to 14.02" (in 0.01" increments)** **ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x** **X: 4.13 to 8.50" (in 0.01" increments)** **Y: 5.83 to 14.02" (in 0.01" increments)** **Cassette 2 to 5:** **Metric** **X: 92 to 216 mm (in 1 mm increments)** **Y: 162 to 356 mm (in 1 mm increments)** **Inch** **X: 3.62 to 8.50" (in 0.01" increments)** **Y: 6.38 to 14.02" (in 0.01" increments)** **X=Width, Y=Length** Vertical Landscape 

*1 To change to a media type other than "Plain".
When a paper weight that cannot be loaded in the cassette is set for a media type, that media type does not appear.

Media Type Set. (page 8-9)

*2 ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x inch models only.

*3 Appears when [**Custom**] is selected in Other Paper Size.

Media Type Set.

[**Menu**] key > [▲] [▼] key > [**Paper Settings**] > [**OK**] key > [▲] [▼] key > [**Media Type Set.**] > [**OK**] key

Select weight for each media type.

The following media type and paper weight combinations are available.

Paper Weight	Weight (g/m^2)	Paper Weight	Weight (g/m^2)
Light	52 g/m² to 59 g/m²	**Heavy 1**	106 g/m² to 135 g/m²
Normal 1	60 g/m² to 74 g/m²	**Heavy 2**	136 g/m² to 163 g/m²
Normal 2	75 g/m² to 90 g/m²	**Heavy 3**	164 g/m² to 220 g/m²
Normal 3	91 g/m² to 105 g/m²	**Extra Heavy**	Transparencies

Each media type's default weight is indicated.

Media Type	Default	Media Type	Default
Plain	Normal 2	**Cardstock**	Heavy 3
Transparency	Extra Heavy	**Color**	Normal 2
Rough	Normal 2	**Prepunched**	Normal 2
Vellum	Light	**Letterhead**	Normal 2
Labels	Heavy 1	**Envelop**[*1]	Heavy 3
Recycled	Normal 2	**Thick**	Heavy 3
Preprinted	Normal 2	**High Quality**	Normal 2
Bond	Normal 3	**Custom 1 - 8**	Normal 2

*1 The processing speed will be slower than normal.

For Custom 1-8, settings for duplex printing and media type name can be changed.

Item		Description
Duplex	**Permit**	Duplex printing allowed.
	Prohibit	Duplex printing not allowed.
Name Entry		Change names for Custom 1-8. Names should be not more than 16 characters. Selecting media type at multi purpose tray, the name after change will be displayed. ➡ Character Entry Method (page 11-10)

Reset Type Adj.

[**Menu**] key > [▲] [▼] key > [**Paper Settings**] > [**OK**] key > [▲] [▼] key > [**Reset Type Adj.**] > [**OK**] key

Resets the attribute settings of all media types set in "Media Type Set".

Paper Setup Msg

[**Menu**] key > [▲] [▼] key > [**Paper Settings**] > [**OK**] key > [▲] [▼] key > [**Paper Setup Msg**] > [**OK**] key

Item	Description
MP Tray	Set whether to display the confirmation screen for the paper setting when a new paper is set for each cassette. **Value: Off, On** **NOTE** • [**Bulk Feeder**] is displayed when the optional large capacity feeder is installed. • [**Cassette 2**] to [**Cassette 5**] are displayed when the optional paper feeder is installed.
Bulk Feeder	
Cassette 1 (to 5)	

Print Settings

[**Menu**] key > [▲] [▼] key > [**Print Settings**] > [**OK**] key

Configure settings for printing.

Item	Description
Paper Source	Select the default paper source from Cassette 1-5 and multi purpose tray. **Values: MP Tray, Bulk Feeder, Cassette 1 to 5** **NOTE** • [**Bulk Feeder**] is displayed when the optional large capacity feeder is installed. • [**Cassette 2**] to [**Cassette 5**] are displayed when the optional paper feeder is installed.
Auto Cass.Change	Select the following actions when the paper runs out in the paper source while printing. **Values: Off, On** **NOTE** When selecting [**Off**], the machine displays "Add the following paper in cassette #." (# is a cassette number), or "Load paper in MP tray." and stops printing. Load the paper according to the paper source displayed to resume printing. To print from the other paper cassette, select [**Alt.**]. Select the desired paper source, and then select the [**OK**] key. When selecting [**On**], the machine continues printing automatically when the other cassette contains the same paper as the currently-used cassette.
MP Tray Priority	If paper is set in the MP Tray then it is possible for priority to be given to that MP tray in the paper feed. **Values** **Off: The printer driver settings are followed.** **Auto Feed: If Auto is selected in the printer driver and there is paper in the MP tray then the paper feed will be from the MP tray.** **Always: If there is paper in the MP tray then the paper feed will be from the MP tray regardless of what is set in the printer driver.**
Paper Feed Mode	While printing from the computer, select how to feed paper when the paper source and type are specified. **Values** **Auto: Search the paper source that matches the selected paper size and type.** **Fixed: Print on paper loaded in the specified paper source.**
Duplex	Select binding orientation for duplex mode. **Values: Off, Bind Long Edge, Bind Short Edge**
Paper Output	Select either the top tray or the optional Face-up Rear Output Tray for the output stack. **Values: TopTray FaceDown, RearTray FaceUp** **NOTE** This function can be used for ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x.
Override A4/LTR	Select whether to treat A4 size and Letter, which are similar in size, as the same size when printing. **Values** **Off: A4 and Letter are not regarded as the same in size.** **On: A4 and Letter are regarded as the same in size. The machine will use whichever size is in the paper source.**

Item		Description
Emulation Set.		—
	Emulation	Select the emulation for operating this machine by commands oriented to other types of printers. **Values: PCL6, IBM Proprinter, EPSON LQ-850, Line Printer, KPDL, KPDL(Auto)**
	KPDL Error Rpt.	When you have selected [**KPDL**] or [**KPDL (Auto)**], set "KPDL Error Report". **Values: Off, On**
	Alt. Emulation	When you have selected [**KPDL (Auto)**] as emulation mode, you can switch between KPDL and another emulation mode (alternative emulation) automatically according to the data to print. **print.Values: PCL6, IBM Proprinter, EPSON LQ-850, Line Printer**
Font		You can select the default font. The default font can be one of the internal fonts or a font that is downloaded to the printer memory or stored on SD card, or SSD. In this menu, you can also set the type and pitch for Courier and Letter Gothic.
	Font Type	Set the font type. **Values: Internal, Option** **NOTE** [**Option**] is displayed when the optional SD card or SSD is installed.
	Font ID	Set the font ID.
	Courier	Courier font thickness can be set. **Values: Regular, Dark**
	Letter Gothic	Letter Gothic font thickness can be set. **Values: Regular, Dark**
	Size	You can change the size of the default font. **Values: 4.00 to 999.75 characters per inch (in 0.25-point increments)**
	Pitch	You can set the character pitch for fixed fonts. **Values: 0.44 to 99.99 characters per inch (in 0.01 character-per-inch increments)**
Code Set		You can change the character code set. Available character code sets vary depending on the current font.

Item		Description
Print Quality		Set the Print Quality.
	KIR	The machine is equipped with the smoothing function, which realizes an excellent printing of about 9600 dpi (600 dpi × 15 gradation) × 600 dpi. **Value: Off, On**
	EcoPrint	EcoPrint conserves toner when printing. This is recommended for test copies where faded printing is not a problem. **Values: Off, On**
	EcoPrint SaveLvl	Select the default EcoPrint SaveLvl. **Values: 1 (Lower), 2, 3, 4, 5 (Higher)**
	Print Resolution	Set the resolution used for printing. **Values: Fine1200, Fast1200, 600dpi, 300dpi** **NOTE** Settings that are received from the printer driver have priority over the operation panel settings.
	Print Density	Adjust print density. Adjustment can be made in 5 levels. **Values: 1 Lighter, 2 to 4, 5 Darker**
Page Setting		You can set print preferences such as the number of pages and print orientation.
	Copies	Set the default number of copies, from 1 to 999. **Value: 1 to 999 copies**
	Reduced Print	Configure settings for reducing the print data and printing (reduced printing). Set the paper size before reduction and reduction ratio. Reduced Print Settings (page 8-14) **NOTE** In reduced printing, unlike the print result of 1x size, the line width of characters may not be constant, or lines may be seen in figures, images, patterns, etc. Also, thin lines may not be printed. Also, if you print the barcode in reduced size, it may not be readable.
	Orientation	You can select portrait (upright) or landscape (sideways) page orientation. **Value: Portrait, Landscape**
	LF Action	Set the line feed action when the machine receives the line feed code (character code 0AH). **Values: LF Only, LF and CR, Ignore LF**
	CR Action	Set the character return action when the machine receives the character return code (character code 0DH). **Values: CR Only, LF and CR, Ignore CR**
	Wide A4	Turn this to on to increase the maximum number of characters that can be printed in a line for an A4 page (78 characters at 10 pitch) and Letter size page (80 characters at 10 pitch). This setting is only effective in PCL 6 emulation. **Value: Off, On**
	XPS FitTo Page	Set the default value for the XPS fit to page function. **Value: Off, On**
	TIFF/JPEG Size	Select the image size (resolution) when printing JPEG or TIFF file. **Value: Paper Size, Image Resolution, Print Resolution**

Item		Description
	File Name Entry	Set an automatically entered name (default) for jobs. Additional information such as Date and Time and Job No. can also be set. **Value** **File Name: Up to 32 characters can be entered.** **Additional Info: None, Date, Job No., Job No. & Date, Date & Job No.**
User Name		Set whether the user name set in the printer driver is displayed. **Value: Off, On**
Job Name		Set whether the job name set in the printer driver is displayed. **Value: Off, Job Name, Job No.+Job Name, Job Name+Job No.**
Job Terminator		You can select the condition which regarded as a job termination if the print job could not be processed until the end due to your environment and the other reason. **Value** **EOJ**: Up to the detection of a command indicating the end of job data is regarded as one job. **End of Session**: The data included in a network session at network connection is regarded as one job. **UEL**: The UEL included in the termination of the job data is regarded as one job until it is detected.

Reduced Print Settings

The Reduced Print is displayed as follows:

Source size: Paper size before reduction. Must be the same as the paper size set in the print data.

Target size/reduction ratio: paper size or reduction ratio after reduction. Shown in paper size or scaling factor.

Source size	Target size/reduction ratio	Source size	Target size/reduction ratio
Cassette	100%	**B5**	100%
	98%		A5
Ledger	Letter		98%
Legal	100%	**A4**	100%
	98%		Letter
Letter	100%		B5
	A4		A5
	98%		98%
OficioII	100%	**B4**	B5
Folio	100%		A4
16K	100%	**A3**	A4
A5	100%	**SF**	A4
	98%		

Network

Configures network settings.

Host Name

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Host Name**] > [**OK**] key

Item	Description
Host Name	Check the host name of the machine. Host name can be changed from Command Center RX. ➡ Changing Device Information (page 2-46)

Wi-Fi Direct Set

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Direct Set**] > [**OK**] key

Set Wi-Fi Direct.

NOTE
This function is displayed when the optional Wireless Network Interface Kit is installed.

Item	Description
Wi-Fi Direct	Select whether to use Wi-Fi Direct. **Value: Off, On**
Device Name	Specify the device name. **NOTE** • Up to 32 characters can be entered. • This function is displayed when [**Wi-Fi Direct**] is set to [**On**].
IP Address	Check the IP address of the machine. ➡ TCP/IP Settings (page 8-18) **NOTE** This function is displayed when [**Wi-Fi Direct**] is set to [**On**].
Auto Disconnect	Automatically disconnect devices connected through Wi-Fi Direct. **Value: Off, On** **NOTE** This function is displayed when [**Wi-Fi Direct**] is set to [**On**].
Disconnect Timer	If you select [**ON**] to Auto Disconnect, set the waiting time for automatic disconnection. **Value: Day (00 to 99), Hour (00 to 23), Minute (00 to 59)** **NOTE** This function is displayed when [**Auto Disconnect**] is set to [**On**].
Persistent Group	Set whether Wi-Fi Direct connection as Persistent Group (information for the connection is kept even if the power is turned off). **Value: Off, On** **NOTE** This function is displayed when [**Wi-Fi Direct**] is set to [**On**].

Item	Description
Password	Select whether the Wi-Fi Direct password is automatically generated or created manually. When [**Manual**] is selected, the Persistent Group setting changes to [**On**]. **Value: Auto, Manual** **NOTE** If you selected [**Manual**], set a password (8 or more characters).
Frequency band	Set the frequency band to be used. **Value: 2.4GHz, 5Ghz**

Wi-Fi Settings

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Wi-Fi Settings**] > [**OK**] key

Set Wi-Fi.

NOTE
This function is displayed when the optional Wireless Network Interface Kit is installed.

Item	Description
Wi-Fi	Select whether to use Wi-Fi. **Value: Off, On**
Connect-SelectNW	-
AvailableNetwork	Select an access points to which the machine can connect, select the [**OK**] key, and enter the WEP key or Preshared Key to start the connection. **NOTE** • When [**Reload**] is selected, the list is reloaded. • If the access point's security setting uses WEP, select [**Menu**] and set [**WEP Key Index**].
WEP Key Index	Select the key index of the access point. **Value: 0 to 3**
Connect-by Other	-
Push Button	If the access point supports the push button method, wireless settings can be configured using the push button. This setting executes push button, and the connection is started by pressing the push button on the access point. **NOTE** The push button method supports only the WPS.
PIN (Device)	Starts connection using the machine's PIN code. Enter the PIN code into the access point. The PIN code of the machine is automatically generated.

Item			Description
	Custom Setup		The detailed settings for wireless LAN can be changed.
		Network Name (SSID)	Set the SSID (Service Set Identifier) of the wireless LAN to which the machine connects. **NOTE** Up to 32 characters can be entered.
		Netwk Authentic.	Select network authentication type. **Value: Open, WPA2/WPA-PSK, WPA2-PSK, WPA2/WPA-EAP, WPA2-EAP, WPA3-SAE/ WPA2-PSK, WPA3-SAE, WPA3/WPA2-EAP, WPA3-EAP**
		Encryption	Select encryption method. The setting values vary depending on the Network Authentication setting. **Value** **Open: Disable, WEP** **WPA2/WPA-PSK: AES, Auto, Preshared Key (Up to 64 characters)** **WPA2-PSK: Preshared Key (Up to 64 characters)** **WPA2/WPA-EAP: AES, Auto** **WPA2-EAP: -** **WPA3-SAE/WPA2-PSK: Preshared Key** **WPA3-SAE: Preshared Key** **WPA3/WPA2-EAP: -** **WPA3-EAP: -** **NOTE** If you selected [**WEP**], set the WEP key (up to 26 characters) and WEP Key Index (0 to 3).

Item	Description
TCP/IP Settings	-
TCP/IP	Select whether to use TCP/IP Protocol. **Value: Off, On**
IPv4 Setting	Set up TCP/IP (IPv4) to connect to the network. This setting is available when [**TCP/IP**] is set to [**On**].
DHCP	Select whether to use the DHCP (IPv4) server. **Value: Off, On**
Auto-IP	Select whether to use Auto-IP. **Value: Off, On**
IP Address	Set the IP address. **Value: ###.###.###.###** **NOTE** When DHCP is set to [**On**], this item is displayed only and cannot be entered.
Subnet Mask	Set the IP subnet mask. **Value: ###.###.###.###** **NOTE** When DHCP is set to [**On**], this item is displayed only and cannot be entered.
Default Gateway	Set the IP gateway address. **Value: ###.###.###.###** **NOTE** When DHCP is set to [**On**], this item is displayed only and cannot be entered.
DNS Server	Set DNS server (IPv4). **Value: Auto (DHCP), Manual** **NOTE** When [**Manual**] is selected, you can enter static DNS server information in the Primary and Secondary fields provided.
DNS over TLS	Set whether to connect to a DNS server during communication protected by TLS. **Value: Off, On, Auto**

IMPORTANT

After changing the setting, restart the network or turn the machine OFF and then ON.

Item	Description
IPv6 Setting	Set up TCP/IP (IPv6) to connect to the network. This setting is available when [**TCP/IP**] is [**On**].
IPv6 Setting	Select whether to use IPv6. **Value: Off, On** **NOTE** Selecting [**On**] displays IP address in [**Link Local**] after restarting the network.
Manual Settings	Manually specify the IP address, prefix length, and gateway address of TCP/IP (IPv6). **Value** **IP Address:** **128-bits address is expressed in eight groups consisting of four-digit hexadecimal digits. The groups are separated by colon (:).** **Prefix Length:** **0 to 128** **Default Gateway:** **128-bits address is expressed in eight groups consisting of four-digit hexadecimal digits. The groups are separated by colon (:).** **NOTE** This function is displayed when [**IPv6 Setting**] is set to [**On**]. To enter "Default Gateway", set [**RA (Stateless)**] to [**Off**].
RA(Stateless)	Select whether to use RA (Stateless). **Value: Off, On** **NOTE** This function is displayed when [**IPv6 Setting**] is set to [**On**]. Selecting [**On**] displays IP address in [**IP Address 1 (to 5)**] after restarting the network.
DHCPv6 Settings	Select whether to use the DHCP (IPv6) server. **Value: Off, On** **NOTE** This function is displayed when [**IPv6 Setting**] is set to [**On**]. Selecting [**On**] displays IP address in [**IP Address**] after restarting the network.
DNS Server	Set DNS server (IPv6). **Value: Auto (DHCP), Manual** **NOTE** When [Manual] is selected, you can enter static DNS server information in the Primary and Secondary fields provided.
DNS over TLS	Set whether to connect to a DNS server during communication protected by TLS. **Value: Off, On, Auto**
ConnectionStatus	Displays the status and name of the connected network.

IMPORTANT

After changing the setting, restart the network or turn the machine OFF and then ON.

Wired Netwk. Set

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Wired Netwk. Set**] > [**OK**] key

Configure wired network settings.

Item	Description
TCP/IP Settings	For details on setting value. TCP/IP Settings (page 8-18)
LAN Interface	Specify the settings for the LAN interface to be used. **Value: Auto, 10BASE-Half, 10BASE-Full, 100BASE-Half, 100BASE-Full, 1000BASE-T**

IMPORTANT

After changing the setting, restart the network or turn the machine OFF and then ON.

ProtocolSettings

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**ProtocolSettings**] > [**OK**] key

Configure protocol settings.

Item	Description
Bonjour	-
Off/On	Select whether to use Bonjour.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi***2 **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
IP Filter (IPv4)	-
Off/On	Select whether to communicate using IP Filter (IPv4).*1 **Value: Off, On**
IP Filter (IPv6)	-
Off/On	Select whether to communicate using IP Filter (IPv6).*1 **Value: Off, On**
IPSec	-
Off/On	Select whether to use IPSec.*1 **Value: Off, On**

Item	Description
NetBEUI	-
Off/On	Select whether to receive documents using NetBEUI.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
SNMPv3	-
Off/On	Select whether to communicate using SNMPv3.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
FTP(Server)	-
Off/On	Select whether to receive documents using FTP.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
SNMP	-
Off/On	Select whether to communicate using SNMP.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
SMTP	-
Off/On	Select whether to send E-mail using SMTP. **Value: Off, On**
POP3	-
Off/On	Select whether to receive E-mail using POP3. **Value: Off, On**

Item	Description
RAW Port	-
Off/On	Select whether to receive documents using RAW Port.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
LPD	-
Off/On	Select whether to receive documents using LPD.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
IPP	-
Off/On	Selects whether to receive documents using IPP. To use the IPP protocol, select [**Not Secure (IPP&IPPS)**] on IPP Security under Security Settings from the Command Center RX.*1 **Value: Off, On**
Port Number	Specifies the port number used. The default port number is 631.*1 **Value: 1 to 32767** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].

Item	Description
IPP Over TLS	-
Off/On	Select whether to use IPP to receive documents secured by TLS.*1, *3 **Value: Off, On** **NOTE** When selecting [**On**], it also requires a certificate for TLS. the default certificate is the self-certificate of the machine. **Command Center RX User Guide**
Port Number	Specifies the port number used. The default port number is 433.*1 **Value: 1 to 32767** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
HTTP	-
Off/On	Select whether to communicate using HTTP.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
HTTPS	-
Off/On	Select whether to communicate using HTTPS.*1, *3 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
LDAP	-
Off/On	Select whether to use LDAP. **Value: Off, On**

Item	Description
ThinPrint	-
Off/On	Select whether to use ThinPrint.*1, *3 **Value: Off, On** **NOTE** This feature does not appear if the optional ThinPrint Option is not running.
Port Number	Specifies the port number used. The default port number is 4000.*1 **Value: 1 to 32767** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
ThinPrintOverTLS	To use the Thin Print over TLS protocol, set [**ThinPrintOverTLS**] to [**On**].*1, ***2** **Value: Off, On** **NOTE** • This function is displayed when [**Off/On**] is set to [**On**]. • When selecting [**On**], it also requires a certificate for TLS. The default certificate is the self-certificate of the machine. **Command Center RX User Guide**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
WSD-PRINT	-
Off/On	Set whether to use our proprietary web services.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
Enhanced WSD	-
Off/On	Set whether to use our proprietary web services.*1 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].

Item	Description
EnhancedWSD(TLS)	-
Off/On	Set whether to use our proprietary web services over TLS.*1, *3 **Value: Off, On**
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
VNC(RFB)overTLS	-
Off/On	Set when using a remote operation protected by TLS by starting up a VNC Viewer other than ours (example: Real VNC).*1, *3 **Value: Off, On** **NOTE** If the setting is [**On**], a TLS certificate is required. The factory certificate is the certificate owned by the machine. **Command Center RX User Guide**
Port Number	Specifies the port number used. The default port number is 9063.*1 **Value: 1 to 32767** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
VNC(RFB)	-
Off/On	Set when using a remote operation by starting up a VNC Viewer other than ours (example: Real VNC).*1 **Value: Off, On**
Port Number	Specifies the port number used. The default port number is 9062.*1 **Value: 1 to 32767** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
Available Net.	-
Wi-Fi Direct*2 **Wi-Fi*2** **Wired Network**	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].

Item			Description
EnhncdVNC ov TLS			-
	Off/On		Start Command Center RX and set for using TLS-protected remote operation.*1, *3 **Value: Off, On** **NOTE** • The factory default setting is [**On**]. • If the setting is [**On**], a TLS certificate is required. The factory certificate is the certificate owned by the machine. **Command Center RX User Guide**
	Port Number		Specifies the port number used. The default port number is 9061.*1 **Value: 1 to 32767** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
	Available Net.		-
		Wi-Fi Direct*2	Set whether to enable this function for each network. **Value: Disable, Enable** **NOTE** This function is displayed when [**Off/On**] is set to [**On**].
		Wi-Fi*2	
		Wired Network	

*1 The setting will be changed after restarting the device or network.
*2 This function is displayed when the optional Wireless Network Interface Kit is installed.
*3 Set "TLS" to [**On**] in TLS Setting.

TLS Setting (page 8-39)

IMPORTANT
After changing the setting, restart the network or turn the machine OFF and then ON.

Primary Network

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Primary Network**] > [**OK**] key

NOTE
This function is displayed when the optional Network Interface Kit (IB-50) or Wireless Network Interface Kit (IB-37/IB-38/IB-51) is installed.

Item	Description
Primary Network	Specify the network to be used for the send function, the network authentication and connecting to external address book. **Value: Wi-Fi, Wired Network, Optional Network**

Ping

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Ping**] > [**OK**] key

Item	Description
Ping	Checks if communication with the destination by entering the host name or IP address of the destination is possible. **NOTE** This function is not displayed when [**Primary Network**] is set to [**Optional Network**]. Primary Network (page 8-26)

Restart Network

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Restart Network**] > [**OK**] key

Item	Description
Restart Network	Restarts the network.

Remote Serv.Set.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Remote Serv.Set.**] > [**OK**] key

When the trouble occurs on this product, it is possible to explain the operational procedure and the troubleshooting method through the internet from our sales office by accessing the operation panel screen of this product while operating the screen

NOTE

When using the remote service settings, it is necessary to make a contract with our company.

Please contact our sales office or our authorized dealer (purchase source) for the details.

Remote Operation

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Remote Operation**] > [**OK**] key

Item		Description
Remote Operation		-
	Off/On	Configure settings for remote operation. **Value: Off, On**
	Use Restriction	Configure settings for Use Restriction **Value:** [**Off**]: Users without administrator privileges can also execute remote operation. [**Use Password**]: Enter the password, then re-enter it to confirm. [**Admin. Only**]: Only administrator can execute remote operation. **NOTE** • This function is displayed when [**Off/On**] is set to [**On**]. • When selecting [**Admin. Only**], the remote operation using VNC software is unavailable.
	VNC Comp. Soft	Shows whether VNC compatible software is available. **NOTE** This function is displayed when [**Off/On**] is set to [**On**].

Optional Network

Configure settings for the optional Network Interface Kit or Wireless Network Interface Kit.

NOTE
This menu is displayed when the optional Network Interface Kit or Wireless Network Interface Kit is installed.

Wireless Network

[**Menu**] key > [▲] [▼] key > [**Optional Network**] > [**OK**] key > [▲] [▼] key > [**Wireless Network**] > [**OK**] key

NOTE
This function is displayed when the optional Wireless Network Interface Kit is installed.

Item		Description
ConnectionStatus		When the optional Wireless Network Interface Kit is installed, you can check the wireless LAN status.
Quick Setup		If the machine will connect to an access point that supports the automatic wireless network setup, connection settings can be configured by Quick Setup.
	AvailableNetwork	Displays access points to which the machine can connect.
	Push Button	If the access point supports the push button method, wireless settings can be configured using the push button. This setting executes push button, and the connection is started by pressing the push button on the access point. **NOTE** The push button method supports only the WPS.
	PIN (Device)	Starts connection using the machine's PIN code. Enter the PIN code into the access point. The PIN code of the machine is automatically generated.
	PIN (Terminal)	Starts connection using the PIN code of the access point. Enter the PIN code of the access point.

Item			Description
Custom Setup			The detailed settings for wireless LAN can be changed. You can check the connection with a wireless network by selecting [**Connect**].
	Netwk Name(SSID)		Set the SSID (Service Set Identifier) of the wireless LAN to which the machine connects. **NOTE** Up to 32 characters can be entered.
	Connection Mode		Set the connection mode. **Value: Ad Hoc, Infrastructure** **NOTE** **Ad Hoc**: Directly communicates with the device without going through an access point. This method cannot be used to connect to two or more devices. **Infrastructure**: Performs communication through an access point.
	Channel		Set channel. Use [▲] or [▼] or the numeric keys to enter a number. **Value: 1 to 11**
	Netwk Authentic.		Select network authentication type. To select other options, open the device home page from a computer. **Value: Open, Shared, WPA-PSK*1, WPA2-PSK*1**
	Encryption		Select encryption settings. The setting values vary depending on the "Netwk Authentic." setting.
		Data Encryption	Set the encryption method. **When "Netwk Authentic." is set to [Open] or [Shared]:** **Value: Disable, WEP** **When "Netwk Authentic." is set to [WPA-PSK] or [WPA2-PSK]:** **Value: TKIP*2, AES, Auto*2**
		WEP Key	Register the WEP key. Select [**Edit**] and Enter the WEP Key using the numeric keys. **NOTE** Up to 26 characters can be entered. Character Entry Method (page 11-10)
		Preshared Key*3	Register the Preshared Key. Select [**Edit**] and Enter the Preshared Key using the numeric keys. **NOTE** The number of characters is between 8 and 64. Character Entry Method (page 11-10)

*1 Not displayed if you selected [**Ad Hoc**] for "Connection Mode".
*2 Not displayed if you selected [**WPA2-PSK**] for "Netwk Authentic.".
*3 Displayed if you selected [**WPA-PSK**] or [**WPA2-PSK**] for "Netwk Authentic.".

Basic

[**Menu**] key > [▲] [▼] key > [**Optional Network**] > [**OK**] key > [▲] [▼] key > [**Basic**] > [**OK**] key

Item	Description
TCP/IP Settings	For details on setting value. ➡ TCP/IP Settings (page 8-18) For the setting value of [**Bonjour**]. ➡ ProtocolSettings (page 8-20)
NetWare	Use NetWare to receive documents. **Value: Off, On**
AppleTalk	Selects whether to receive documents using AppleTalk.*1 **Value: Off, On**
IPSec	Select whether to use IPSec. **Value: Off, On**
LAN Interface	Select the LAN Interface type.*1 **Value: Auto, 10BASE-Half, 10BASE-Full, 100BASE-Half, 100BASE-Full, 1000BASE-T** **NOTE** This function is displayed when the optional Network Interface Kit is installed.
MACAddressFilter	Select whether to use MAC Address Filter. ➡ **Operation Guide** for the optional Network Interface Kit **Value: Off, On**
Restart Network	Restarts the network card of the device.

*1 The setting will be changed after restarting the device or network.

Device Common

Configures overall machine operation.

Language

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Language**] > [**OK**] key

Item	Description
Language	Select the language displayed on the message display.

Def. Screen(Box)

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Def. Screen(Box)**] > [**OK**] key

Item	Description
Def. Screen(Box)	Select the screen to be displayed when [**Document Box**] key is selected. **Value: Custom Box, Job Box**

Date Setting

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Date Setting**] > [**OK**] key

Configure settings related to the date and time.

Item	Description
Date	Set the date for the location where you use the machine. **Value: Year (2000 to 2037), Month (01 to 12), Day (01 to 31)** Setting Date and Time (page 2-15) **NOTE** If you change the date while using the trial version of an application, you will no longer be able to use the application.
Time	Set the date and time for the location where you use the machine. **Value: Hour (00 to 23), Minute (00 to 59), Second (00 to 59)** Setting Date and Time (page 2-15) **NOTE** If you change the time while using the trial version of an application, you will no longer be able to use the application.
Date Format	Select the display format of year, month, and date. The year is displayed in Western notation. **Value: Month/Day/Year, Day/Month/Year, Year/Month/Day**
Time Zone **Summer Time**	Set the time difference from GMT. Choose the nearest listed location from the list. If you select a region that utilizes summer time, configure settings for summer time. Setting Date and Time (page 2-15)

Buzzer

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Buzzer**] > [**OK**] key

Set options for buzzer sound during the machine operations.

Item	Description
Key Confirmation	Emit a sound when a key is selected on the operation panel. **Value: Off, On**
Job Finish	Emit a sound when a print job is normally completed. **Value: Off, On**
Ready	Emit a sound when the warm-up is completed. **Value: Off, On**
Error	Emit a sound when errors occur. **Value: Off, On**
Keyboard Confirm	Emit a sound when a key on the optional USB keyboard is selected. **Value: Off, On**

RAM Disk Setting

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**RAM Disk Setting**] > [**OK**] key

NOTE

This function will not be displayed when the optional SSD is installed.

Item	Description
RAM Disk Setting	A RAM disk can be created and its size can be set. Creating a RAM disk makes it possible to print from a Job Box. **Value** **RAM Disk Mode: Off, On** **RAM Disk Size: The setting range varies depending on the amount of memory installed and the option memory usage setting.**

IMPORTANT

After changing the setting, restart the network or turn the machine OFF and then ON.

Format SSD

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Format SSD**] > [**OK**] key

Format an optional SSD.

When an optional SSD is inserted into the printer for the first time, it must be formatted before use.

IMPORTANT

Formatting will destroy any existing data on a storage device including a used SSD.

Format SD Card

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Format SD Card**] > [**OK**] key

Format an optional SD/SDHC memory card.

A new SD card must be formatted before it can be used in the machine.

IMPORTANT

- **Formatting will destroy any existing data on a storage device including a used SD card.**
- **If you have installed application, do not format the SD card to avoid the removal of the application in the SD card.**

Display Bright. (Display Brightness)

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Display Bright.**] > [**OK**] key

Item	Description
Display Bright.	Set the brightness of the message display. **Value: Darker -2, Darker -1, Normal 0, Lighter +1, Lighter +2**

Disp. Backlight

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Disp. Backlight**] > [**OK**] key

Item	Description
Disp. Backlight	Set the backlight of the message display. **Value: On, Off, Touched**

Error Handling

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Error Handling**] > [**OK**] key

Select whether to cancel or continue the job when error has occurred.

Item	Description
DuplexPaperError	Select what to do when duplex printing is not possible for the selected paper size and media type. **Value** **1-sided: Printed in 1-sided** **Display Error: Message to cancel printing is displayed.**
Paper Mismatch	Select what to do when the selected paper size or type does not match paper size or type loaded in the specified paper source while printing from the computer by specifying the cassette or multi-purpose tray. **Value** **Continue: The setting is ignored and the job is printed.** **Display Error: Message to cancel printing is displayed.**

Item	Description
WrongSize Loaded	Set what to do when it is detected that the cassette paper size setting does not match the actual paper size that is fed. **Value** **Continue: The setting is ignored and the job is printed.** **Display Error: Message to cancel printing is displayed.**
MP Tray Empty	Turn this setting to [**On**] if you want the error displayed when the MP tray is configured as the default paper source, and there is no paper in the MP tray, or turn it to [**Off**] not to have the error displayed. **Value: Off, On** **NOTE** This function is not displayed when the optional large capacity feeder is installed.

Timer Setting

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Timer Setting**] > [**OK**] key

Configure settings related to the time.

Item		Description
Auto Panel Reset		If no jobs are run for a certain period of time, automatically reset settings and return to the default setting. Select to use Auto Panel Reset or not. **Value: Off, On** **NOTE** The time allowed to elapse before the panel is reset is set with the "PanelReset Timer". PanelReset Timer (page 8-34)
PanelReset Timer		If you select [**On**] for Auto Panel Reset, set the amount of time to wait before Auto Panel Reset. **Value: 5 to 495 seconds (in 5 second increments)** **NOTE** This function is displayed when [**Auto Panel Reset**] is set to [**On**].
Sleep Level Set.		-
	Sleep Level (models except for Europe)	Select the Sleep level. Set the Energy Saver mode to reduce power consumption even more than Quick Recovery mode. **Value: Quick Recovery, Energy Saver** **NOTE** When the optional Network Interface Kit is installed, this is not displayed.
	Status	Set whether to use the Energy Saver mode for the following functions individually: • Card Reader*1 • Application **Value: Off, On** **NOTE** When the machine enters Energy Saver, the ID card cannot be recognized.
Sleep Timer		Set amount of time before entering Sleep. **Value:** **1 to 120 minutes (1 minute increments)** Sleep (page 2-26)

Item	Description
Power Off Rule (models for Europe)	Select whether or not the machine enters Power Off mode for the following function. Select [**On**] to set the Power Off mode. • Network • USB Cable • USB Host • RAM Disk • NIC*2 **Value: Off, On** **NOTE** Even when any of the functions is set to [**On**], if [**NIC**] is set to [**Off**], the machine does not enter Power Off Mode. Even when [**Network**] or [**USB Cable**] is set to [**Off**], if the machine does not communicate with the other devices, the machine will enter Power Off Mode.
Power Off Timer (models for Europe)	Select whether to turn off the power automatically after a period of inactivity. **Value: 1 hour, 2 hours, 3 hours, 4 hours, 5 hours, 6 hours, 9 hours, 12 hours, 1 day, 2 days, 3 days, 4 days, 5 days, 6 days, 1 week**
WeeklyTimer Set.	Configure settings for switching the machine into Sleep mode and waking it automatically at a specified time for each day of the week.
Weekly Timer	Select whether to use Weekly Timer. **Value: Off, On**
Schedule	Specify the time for each day of the week at which the machine enters Sleep mode and recovers.
Retry Settings	-
Limited Retries	Set whether or not retry to switch the machine into Sleep mode. **Value: Off, On**
Retry Times	Set the number of retry to switch the machine into Sleep mode. **Value: 0 to 10 times** **NOTE** This function is displayed when [**Limited Retries**] is set to [**On**].
Retry Interval	Set the retry interval. **Value: 10 to 60 seconds (increments of 10 seconds)**
Auto Err. Clear	If an error occurs during processing, processing stops to wait for the next step to be taken by the user. In the Auto Error Clear mode, automatically clear the error after a set amount of time elapses. **Value: Off, On**
Err. Clear Timer	If you select [**On**] for Auto Error Clear, set the amount of time to wait before automatically clearing errors. **Value: 5 to 495 seconds (in 5 second increments)** **NOTE** This function is displayed when [**Auto Err. Clear**] is set to [**On**].
FormFeed TimeOut	Receiving print data from the computer, the machine may sometimes wait if there is no information signaling that the last page does not have any more data to be printed. When the preset timeout passes, the machine automatically prints paper. The options are between 5 and 495 seconds. **Value: 5 to 495 seconds (in 5 second increments)**

Item	Description
Ping Timeout	Set the time until timeout occurs when [**Ping**] is executed in "Network". **Value: 1 to 30 seconds (in 1 second increments)**

*1 Displayed only when the optional Card Authentication Kit is activated.
*2 Displayed when the optional Network Interface Kit or Wireless Network Interface Kit is installed.

Disp. Status/Log

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Disp. Status/Log**] > [**OK**] key

Item		Description
Disp. Status/Log		Set the display method of the Status/Log.
	JobsDetailStatus	**Value: Show All, My Jobs Only, Hide All**
	Jobs Log	**Value: Show All, My Jobs Only, Hide All**

Keyboard Type

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Keyboard Type**] > [**OK**] key

Item	Description
Keyboard Type	Select the type of keyboard that you want to use. **Value: US, Europe US, France, Germany, UK-English**

Bluetooth Set.

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Bluetooth Set.**] > [**OK**] key

Item	Description
Off/On	Use Bluetooth Keyboard. **Value: Off, On**
Search Device	Select the keyboard to be used.

Low Toner Alert

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Low Toner Alert**] > [**OK**] key

Item	Description
Notify via Panel	Set whether to display the alert on the operation panel when the toner is low. **Value: Off, On**
NotifyExternally	Set the amount of remaining toner to notify the administrator when to order a toner when the toner is running low. This notification is used for Event Reports, Status Monitors, and SNMPTraps (such as Printing Equipment Management Systems). **Value: Off, On** **NOTE** If [**On**] is selected, set the amount of remaining toner to alert. The setting range is 5 to 100% (in 1% increments).

Msg Banner Print

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Msg Banner Print**] > [**OK**] key

Item	Description
Msg Banner Print	Set whether the confirmation screen appears before each sheet is printed when printing multiple banner sheets. **Value: Off, On**

Remote Printing

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Remote Printing**] > [**OK**] key

Item	Description
Remote Printing	Select whether to prohibit printing that is performed without operating the machine. When [Prohibit] is selected, a document that has been stored in the document box from the printer driver can be printed from the machine. This prevents another person from seeing that document. **Value: Allowed, Not Allowed**

Direct PRN (Web)

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**Direct PRN (Web)**] > [**OK**] key

Item	Description
Direct PRN (Web)	Set whether to allow Direct Printing from Command Center RX. **Value: Allowed, Not Allowed** **Command Center RX User Guide**

MaintenanceAlert

[**Menu**] key > [▲] [▼] key > [**Device Common**] > [**OK**] key > [▲] [▼] key > [**MaintenanceAlert**] > [**OK**] key

Item	Description
Notify via Panel	Set whether or not to display on the operation panel when a periodic inspection is near. **Value: Off, Display Status**
NotifyExternally	Set the timing at which the administrator will be notified of the period remaining before the upcoming scheduled inspection when it is near. This notification is used for Event Reports, Status Monitors, and SNMPTraps (such as Printing Equipment Management Systems). **Value** **Off/On: Off, On** **NOTE** If [**On**] is selected, set the alert timing. The setting range is 5 to 100% (in 1% increments).

Security

The security functions can be set up to protect printer operation and the print data.

Network Security

[**Menu**] key > [▲] [▼] key > [**Security**] > [**OK**] key > [▲] [▼] key > [**Network Security**] > [**OK**] key

SecurityQuickSet

Item	Description
SecurityQuickSet	Select a security level close to the your operating environment, and customize the security functions as necessary. **Value** **Level 1: This is the factory default.** **Level 2: The security functions of network are changed.** **Level 3: All functions that protect the machine are enabled, and functions that are not protected are disabled.** **NOTE** • This function is available when you have logged in as administrator. Log in as Machine Administrator or Administrator (page 2-41) • The settings will be enabled when the device or network is restarted after selecting the level. Restart (page 8-44) Restart Network (page 8-27) • For more information on each security level setting, refer to the following: Functions List of Security Quick Setup (page 11-27)

Configure the SecurityQuickSet.

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Security**] > [**OK**] key > [▲] [▼] key > [**Network Security**] > [**OK**] key > [▲] [▼] key > [**SecurityQuickSet**] > [**OK**] key

NOTE
If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 Select a security level according to your operating environment.

3 Configure the security function as necessary.

NOTE
Refer to the following for the settings of each security level.

Functions List of Security Quick Setup (page 11-27)

4 Restart the device or network.

Restart (page 8-44)
Restart Network (page 8-27)

TLS Setting

Item	Description
TLS	Select the TLS server settings. **Value** **Off/On: Off, On**

I/F Block Set.

[**Menu**] key > [▲] [▼] key > [**Security**] > [**OK**] key > [▲] [▼] key > [**I/F Block Set.**] > [**OK**] key

This allows you to protect this machine by blocking the interface with external devices such as USB hosts or optional interfaces.

Item	Description
USB Host	This locks and protects the USB port (USB host). **Value: Unblock, Block**
USB Device	This locks and protects the USB interface connector (USB Device). **Value: Unblock, Block**
Option I/F	This locks and protects the optional interface slots. **Value: Unblock, Block**
Parallel I/F	This blocks and protects the parallel interface. **Value: Unblock, Block**
USB Drive	This locks and protects the USB drive slot. **Value: Unblock, Block** **NOTE** This function is available when USB Host is set to [**Unblock**].

IMPORTANT
After changing the setting, restart the network or turn the machine OFF and then ON.

Security Level

[**Menu**] key > [▲] [▼] key > [**Security**] > [**OK**] key > [▲] [▼] key > [**Security Level**] > [**OK**] key

Item	Description
Security Level	Specify the security level. **Value** **High: This is the security setting we recommend. Use this setting normally.** **Low: This mode is used during maintenance. Do not use normally.** **Very High: In addition to [High] setting, this setting disables the machine settings to be changed from external command.**

Data Security

[**Menu**] key > [▲] [▼] key > [**Security**] > [**OK**] key > [▲] [▼] key > [**Data Security**] > [**OK**] key

Configure settings for data stored in the optional SSD and machine's memory.

Item		Description
SSD Initializ.		This changes security function settings. **NOTE** • This function is displayed when the optional SSD is installed and the Data Security Function is active. • Input of the security password is required to change security function settings. The initial setting for the Security Password is "000000".
	Security Passwd	Customize the security password so that only the administrator can use the Data Encryption/Overwrite. Enter a password that uses six to 16 alphanumeric characters and symbols. You will need to enter the password again for confirmation. **IMPORTANT** **Avoid any easy-to-guess numbers for the security password (e.g. 11111111 or 12345678).**
	Initialization	This can be used to delete all the data stored in the SSD. Overwrite all the data stored in the SSD when disposing of the machine. **IMPORTANT** **If you accidentally turn the power switch off during initialization, the SSD might possibly crash or initialization might fail.** **NOTE** If you accidentally turn off power during initialization, turn it back on. Initialization will restart automatically.

Item		Description
DataSanitization		Return the following information registered in the machine to the factory defaults. • System settings • Data saved in Custom Box • Optional applications **IMPORTANT** **Data saved in an application or SD card cannot be erased. To erase data on an SD card, you must format the SD card.** → Format SD Card (page 8-33) **NOTE** • Once in progress, the processing cannot canceled. • Before executing this function, disconnect modular, network, and other cables. • Before performing this function, set all interface block settings to [Unblock]. → I/F Block Set. (page 8-39) • Do not turn off the main power switch while sanitizing the data. If the main power is turned off during data erasing, erasing will be executed automatically when the power is restored, however, complete erasure cannot be guaranteed.
	Run Immediately	Data Sanitization will be performed.
	Schedule	Completely erase address and image data saved in the device at the scheduled time. **Value: Off, On** If [**On**] is selected, set the date and time that sanitization is to be performed. The setting range is Year (2000 to 2037), Month (1 to 12), Day (1 to 31), Hour (00 to 23).
	Device Use	The device use restriction after the data sanitization is completed. The device cannot be used if [**Prohibit**] is selected. **Value: Permit, Prohibit**
SW Verification		Verify the software in the machine. Select [**Execute**] to start verification. If you experience any abnormalities in software verification, contact your service representative.

Manual FW Update

[**Menu**] key > [▲] [▼] key > [**Security**] > [**OK**] key > [▲] [▼] key > [**Manual FW Update**] > [**OK**] key

Item	Description
Manual FW Update	Set whether to allow firmware updates. **Value: Off, On**

Secure Boot

[**Menu**] key > [▲] [▼] key > [**Security**] > [**OK**] key > [▲] [▼] key > [**Secure Boot**] > [**OK**] key

Secure Boot is a function that detects tampering with firmware when the machine boots. It verifies the digital signature assigned to the firmware, and prevents the firmware from running if it detects tampering.

IMPORTANT

When tampering is detected and Secure Boot fails, the panel screen turns white after one minute.

Item	Description
Firmware	Configure Secure Boot for firmware. **Value: Off, On** **NOTE** • After setting this value to [**On**], the power must be turned OFF/ON. • Once this function is activated, the start up of this machine will be slowered.
Status	Display Secure Boot status. Setting [**Firmware**] to [**On**] displays [**Enabled**]. Selecting [**Detail**] displays Secure Boot status for [**BIOS**] and [**Firmware**].

RuntimeIntegrity

[**Menu**] key > [▲] [▼] key > [**Security**] > [**OK**] key > [▲] [▼] key > [**RuntimeIntegrity**] > [**OK**] key

Runtime data integrity checking is a function that periodically verifies that firmware deployed in RAM has not been tampered with while the machine is in operation. When tampering is detected, an error message and error code (F054) is displayed, and the machine stops operating.

IMPORTANT

Verification is not performed when the machine is sleeping in Energy Saver mode. Verification will be performed three hours after recovery from sleep mode.

Item	Description
RuntimeIntegrity	Runtime data integrity is displayed as [**Enabled**]. **NOTE** This function cannot be deactivated.

Allowlisting

[**Menu**] key > [▲] [▼] key > [**Security**] > [**OK**] key > [▲] [▼] key > [**Allowlisting**] > [**OK**] key

Item	Description
Allowlisting	In case if the unauthorized program or the program that has tampered are installed, the stored data or the contents of the communication in this program might be stolen. Once this function is activated, execution of the unauthorized software or the tampering of the software can be prevented, and possible to maintain the reliability of the system. **Value: Off, On** **NOTE** • After setting to [**On**], it is necessary to turn the power off and on. • Once this function is activated, the start up of this product will be slowered. • If malware is detected, an event report can be used as a way to understand its content. Event reports are available if the Command Center RX "Management Settings: Notification/Report" [**Recipient 1 (to 3) e-mail address is designated**] and [**Notify when Malicious Program is Detected**] is set to [**On**].

User/Job Account

[**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

Configure settings related to machine management.

Overview of User Login Administration (page 9-2)
Overview of Job Accounting (page 9-18)
Unknown User Settings (page 9-30)

Application

[**Menu**] key > [▲] [▼] key > [**Application**] > [**OK**] key

Configure the application settings.

Optional Function (page 11-8)
Checking Details of Application (page 11-9)

Adjust/Maint.

[**Menu**] key > [▲] [▼] key > [**Adjust/Maint.**] > [**OK**] key

Adjust printing quality and conduct machine maintenance.

Item		Description
Quiet Mode		Lower print speed for quiet processing.
	Quiet Mode	Set the Quiet Mode. Select this mode when the running noise is uncomfortable. **Value: Off, On**
	Each Job	It is possible to set the use of Quiet Mode for each job. Set whether or not to permit the setting for each job. **Value: Permit, Prohibit**
Restart		Restart the CPU without turning the power switch off. Use this to deal with any unstable operation by the machine. (Same as the computer restart.)
Service Setting		Settings for machine maintenance and inspection. This menu is primarily used by service technicians to perform maintenance.

Op Functions

[**Menu**] key > [▲] [▼] key > [**Op Functions**] > [**OK**] key

Item	Description
Op Functions	You can use the optional applications installed on this machine. Optional Function (page 11-8)

Device Info.

[**Menu**] key > [▲] [▼] key > [**Device Info.**] > [**OK**] key

Item	Description
Software	Check the machine's system and engine software versions.
Option	Check the options installed on this machine.

9 User Authentication and Accounting (User Login, Job Accounting)

This chapter explains the following topics:

Overview of User Login Administration 9-2
Enabling User Login Administration 9-3
Setting User Login Administration 9-4
- Authentication Security 9-4
- Adding a User (Local User List) 9-6
- Changing User Properties for Local Users (Admin, DeviceAdmin, PowerUser) 9-7
- Changing User Properties for Network Users 9-8
- Deleting a user 9-9
- Managing the Users that Print on This Machine from a PC 9-10
- Server Settings 9-11
- Configure Network User Rights 9-12
- Obtain NW User Property 9-13
- ID Card Settings 9-14
- Quick Job Printing 9-15
- PIN Login 9-16

Using User Login Administration 9-17
- Login/Logout 9-17

Overview of Job Accounting 9-18
Enabling Job Accounting 9-19
- Job Accounting 9-20

Job Accounting (Local) 9-21
- Adding an Account 9-21
- Restricting the Use of the Machine 9-22
- Editing an Account 9-23
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Configuring Job Accounting 9-26
- Counting the Number of Pages Printed 9-26
- Print Accounting Report 9-27

Using Job Accounting 9-28
- Login/Logout 9-28
- Apply Limit 9-29

Unknown User Settings 9-30
- Unknown ID Job 9-30
- Registering Information for a User whose ID is Unknown 9-31

Overview of User Login Administration

User login administration specifies how the user access is administered on this machine. Enter a correct login user name and password for user authentication to login.

1 Enable User Login Administration.

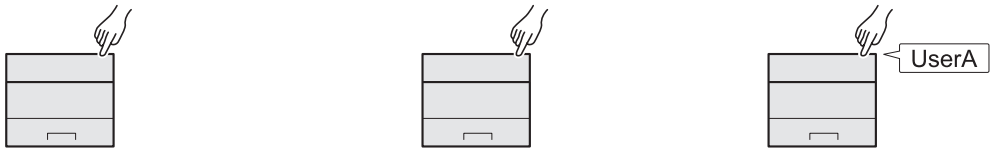
Enabling User Login Administration (page 9-3)

2 Set the user.

Adding a User (Local User List) (page 9-6)

3 Enter the login user name and password and execute the job.

Using User Login Administration (page 9-17)



Access are in three levels - "User", "Administrator", and "Machine Administrator". The security levels can be modified only by the "Machine Administrator".

Managing the Job Account from PC

In addition to the above settings, the following are necessary to manage the job account from PC.

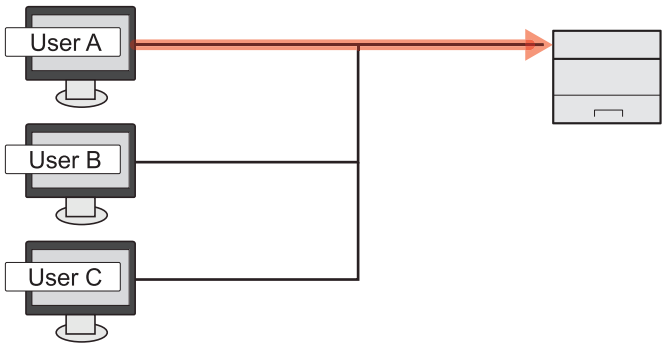
To Manage the Users to Print from PCs

Printer driver settings are necessary to manage the users that print on the machine from PCs.

1 Set the User Login Administration on the printer driver.

Managing the Users that Print on This Machine from a PC (page 9-10)

2 Print.



Enabling User Login Administration

This enables user login administration.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key

2 Configure the settings.

- Select [**Off**] to disable user login administration.
- If you select [**Netwk Authentic.**], set [**Netwk Auth. Set.**].

Server Settings (page 9-11)

> **NOTE**
> If you cannot login because of the setting of the machine, login with any administrator registered in the local user list and correct the settings.

Setting User Login Administration

This registers, alters and deletes users and configures the settings for User Login Administration.

Authentication Security

If user authentication is enabled, configure the user authentication settings.

User Account Lockout Setting

You can prohibit the use of a user account if an incorrect password is entered repeatedly to login with that account.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**Account Lockout**] > [**OK**] key

2 Configure the settings.

The following settings can be selected.

Item	Descriptions
Lockout	Select whether or not account lockout policy is enabled. **Value: Off, On**
Lockout Policy	Specify the conditions and the extent to which the account lockout is applied. **Value** **Number ofRetries:** **Specify how many login retries are allowed until the account is locked out. (1 to 10 times)** **Lockout Duration:** **Specify how long the account is to be locked out until it is unlocked. (1 to 60 minutes)** **Lockout Target:** **Specify the extent to which the account lockout is applied. You can select from [All] or [Remote Only]. Remote Login Only locks out all operations from outside the operation panel.**
Locked out Users	Displays a list of locked out users. You can unlock a user by selecting the user in the list, and selecting [**Unlock**] > [**Yes**]. **NOTE** This function is displayed when account lockout policy is enabled.

Password Policy Settings

You can prohibit the setting and use of passwords that do not comply with the password policy.

Setting the Password Policy makes it more difficult to break the password.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**Password Policy**] > [**OK**] key

2 Configure the settings.

The following settings can be selected.

Item	Descriptions
Password Policy	Select whether or not password policy is enabled. **Value: Off, On**
Min. PW Length	Set the minimum password length of characters for password. **Value: Off, On (1 to 64 characters)**
PW Complexity	Set the password complexity. **Value** **Reject common PW: Off, On** **Include uc ltr.: Off, On** **Include lc ltr.: Off, On** **Include number: Off, On** **Include symbol: Off, On**
Maximum PW Age	Set the maximum password age. **Value: Off, On (1 to 180 days)**
Violator List	List of users do not meet password policy requirements.

Adding a User (Local User List)

You can add 1 user (including the default login user name).

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**Local User List**] > [**OK**] key

2 Configure the settings.

1 [**Menu**] > [▲] [▼] key > [**Add User**] > [**OK**] key

Item	Description
Login User Name	Enter the login user name to login (up to 64 characters). The same login user name cannot be registered.

2 Select [**OK**] key.

The user name will be "PowerUser".

3 Enter the user information.

[▲] [▼] key > [**Detail**] > [**OK**] key

Item	Description
Login Password	Enter the login password to login (up to 64 characters).
Access Level	“User”
Permit SysAdmin	Select the permissions that can be set from the following. • User/Job Account Information • Basic Network Settings • Advanced Device/Network

4 Select [OK] key.

The user information is configured.

Changing User Properties for Local Users (Admin, DeviceAdmin, PowerUser)

Types of user properties that could be changed may be different depending on user access privilege.

NOTE

To change the user information of the machine administrator, you must log in with machine administrator authority. You can only view user information if you log in as a regular user.

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**Local User List**] > [**OK**] key

2 Change the user properties.

1 Select the user whose properties you wish to change.

2 [**Menu**] > [▲] [▼] key > [**Detail/Edit**] > [**OK**] key

3 Change the user information.

Item	Description
User Name	Displays the name shown on the user list.
Login User Name[*1]	Displays the login user name that is entered at login.
Login Password	Changes the password that is entered at login. Up to 64 characters can be entered.
Account ID	Displays an account where the user belongs. Overview of Job Accounting (page 9-18)
Access Level	Displays the user's permissions.
Permit SysAdmin[*1]	Change access rights to system administration.

*1 You can change only when you log in with machine administrator authority.

4 Select the [**OK**] key.

The user information is changed.

Changing User Properties for Network Users

Edit the network user properties that were registered with settings concerning the granting of local user rights.

Configure Network User Rights (page 9-12)

NOTE

To change the user information of the machine administrator, you must log in with machine administrator authority. You can only view user information if you log in as a regular user.

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**Local User List**] > [**OK**] key

2 Change the user properties.

1 Select the user whose properties you wish to change.

2 [**Menu**] > [▲] [▼] key > [**Detail/Edit**] > [**OK**] key

3 Change the user information.

Item	Description
User Name	Displays the name shown on the user list.
Login User Name	Displays the login user name that is entered at login.
Domain Name	Displays the domain name.
Account ID[*1]	Set the account ID registered in the job account setting. Overview of Job Accounting (page 9-18)
Access Level[*1]	Displays the user's permissions.
Permit SysAdmin[*1]	Change access rights to system administration.

Item	Description
ID Card Info.:	This function cannot be configured.
Authoriz. Rules	**Print Restrict.** Select whether or not to reject usage of print functions for the printer. Applicable print functions are as follows: • Print from Box • Print from USB Drive • Print Report • Print from PC **Duplex Restrict** Specify whether only duplex printing is allowed. **EcoPrint Restr.** Specify whether only EcoPrint is allowed. **Storing in Box*2** Specify whether or not use of the box store function is prohibited.

*1 You can change only when you log in with machine administrator authority.
*2 This setting is displayed when the optional SSD is installed.

4 Select the [**OK**] key.

The user information is changed.

Deleting a user

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE
If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**Local User List**] > [**OK**] key

2 Delete a user.

1 Select the user to delete.

2 [**Menu**] > [▲] [▼] key > [**Delete**] > [**OK**] key > [**Yes**]

The selected user will be deleted.

NOTE
The default user with machine administrator rights cannot be deleted.

Administrator Privileges Overview (page 2-41)

Managing the Users that Print on This Machine from a PC

To manage the users that print on this machine from a PC, the following settings are necessary in the printer driver. Instructions are based on interface elements as they appear in Windows 10.

1 Display the screen.

1 Click [**Start**] button on the Windows and then select [**Windows System**], [**Control Panel**], and [**View devices and printers**].

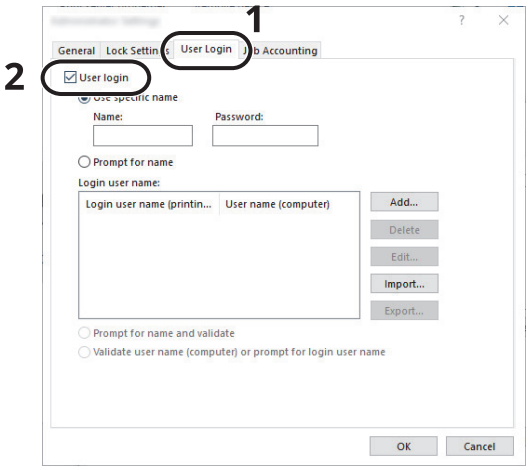
> **NOTE**
> In Windows 8.1, select [**Settings**] in charms on Desktop, and select [**Control Panel**], and then [**Devices and Printers**].

2 Right-click the printer driver icon of the machine, and click the [**Printer properties**] menu of the printer driver.

3 Click [**Administrator**] on the [**Device Settings**] tab.

2 Configure the settings.

1 Select [**User login**] on the [**User Login**] tab.



2 Set the User Login Administration.

[**Use specific name**]: This option can be used to specify a user name and password to use the same User login for every print job. If this option is selected, the user does not have to type the name and password for each print job.

[**Prompt for name**]: A screen for entering the user name and password will be displayed when attempting a printing. The user name and password must be entered each time a printing is attempted.

[**Prompt for name and validate**]: A screen for entering the user name and password will be displayed when attempting a printing. The user name and password stored in the Login user name list needs to be entered. The user name and password must be entered each time a printing is attempted.

[**Validate user name (computer) or prompt for login user name**]: When printing, the Windows user name is searched in the "Login user names" and printing is possible if the name is registered. If the name is not registered, the printing will be canceled for users with only user authority. If the user has administrator privileges, the screen to enter the user name and password will appear.

3 Click [**OK**].

> **NOTE**
> For other settings of job accounting, refer to the following:
>
> **Printer Driver User Guide**

Server Settings

Set the server type when network authentication is enabled.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**User Login**] > [**OK**] key > [▲] [▼] key > [**Netwk Auth. Set.**] > [**OK**] key > [▲] [▼] key > [**Server Type**] > [**OK**] key

2 Configure the settings.

1 Select [**NTLM**], [**Kerberos**], or [**Ext.**] for the [**Server Type**], and select [**OK**] key.

When [**NTLM**], [**Kerberos**] is selected, you can configure multiple authentication servers.

2 Enter the host name (64 characters or less) for the Authentication Server and select the [**OK**] key.

When selecting [**Ext.**] as the server type, enter the port number.

3 Select the domain name for the Authentication Server, and select the [**OK**] key.

If the domain has not been set, select the number where "----------" is displayed and select [**Menu**]. Select [**Edit**] and select the [**OK**] key then enter the domain name (in 256 characters or less). Select the [**OK**] key and the domain will be registered.

To edit or delete a domain name that has already been registered, select that domain name and select [**Menu**].

> **NOTE**
> - Up to 10 domain names can be registered.
> - If the login user name and password are rejected, check the following settings.
>
> - Network Authentication setting of the machine
> - User property of the Authentication Server
> - Date and time setting of the machine and the Authentication Server

Configure Network User Rights

Select whether or not to grant local user rights to network users. If this setting is applied, when a network user logs in, the logged in network user's information is registered as a local user. By setting the account name on the registered local user information, network users can coordinate with job accounting. Displays the "Domain Name" in the user information for local users with rights.

NOTE

For local user information, refer to the following:

Adding a User (Local User List) (page 9-6)

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

[▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**NW User Auth.**] > [**OK**] key

2 Configure the settings.

Select [**On**] for "Give Authority" and configure each item.

Item		Description
User Full Action		Configure the action when the number of users is exceeded when granting local user rights. **Value: Do Not Add New, Delete Old User**
Offline Auth.		Set the expiration date for not requiring network authentication for local user rights that have been granted. **Value: Always Enabled, Enabled Period** **NOTE** If [**Enabled Period**] is set, also set the period. (1 to 180 days)
Local Auth. Def.		Set the default local user rights that are granted.
	Print Restrict: Printer	**Value: Off, Reject Usage**
	Duplex Restrict	**Value: Off, 2-sided Only**
	EcoPrint Restr.	**Value: Off, EcoPrint Only**
	Storing in Box*1	**Value: Off, Reject Usage**

*1 This setting is displayed when the optional SSD is installed.

Obtain NW User Property

Set the required information to obtain the network user property from the LDAP server.

NOTE

- This setting only appears when the "Login Type" of "User Login" is set to [**Netwk Authentic.**] and the "Server Type" is set to [**NTLM**] or [**Kerberos**].

Enabling User Login Administration (page 9-3)

- Select [**On**] for [**LDAP**] in [**Protocol Settings**].

ProtocolSettings (page 8-20)

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**NW User Property**] > [**OK**] key

2 Configure the settings.

The setting items are as follows.

Item	Descriptions
Off/On	Set whether or not network user information is acquired. **Value: Off, On**
Authenticat Type[*1]	Set the authentication method. **Value: Simple, SASL**

*1 Appears when the server type is set to "Kerberos" in "Netwk Auth. Set.".

3 Select [OK] key.

ID Card Settings

If ID card authentication is enabled, select the authentication type.

NOTE
This functions appears when the Card Authentication kit is activated.

Card Authentication Kit(B) "Card Authentication Kit" (page 11-3)

Key Login

When ID card authentication is enabled, select whether or not login by keyboard is allowed.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE
If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**ID Card Settings**] > [**OK**] key > [▲] [▼] key > [**Key Login**] > [**OK**] key

2 Configure the settings.

Select [**Permit**] or [**Prohibit**].

Additional Auth.

Select whether or not to require password entry after authenticating by ID card.

NOTE
This function does not appear when the server type is set to [**NTLM**] or [**Kerberos**] in "Network Authentication".

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE
If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**ID Card Settings**] > [**OK**] key > [▲] [▼] key > [**Additional Auth.**] > [**OK**] key

2 Configure the settings.

Select [**Off**], [**Use Password**] or [**Use PIN**].

NOTE
[**Use PIN**] is displayed only when using PIN Code Authorization.

PIN Login (page 9-16)

Quick Job Printing

When a user logs in using an IC card, it displays a list of user-controlled print jobs that were saved in the job-holding box.

NOTE

For details about the quick job printing, please refer to the following.

Quick Job Printing (page 4-21)

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**QuickJobPrinting**] > [**OK**] key

2 Configure the settings.

Configure various settings by setting “DispListOnLogin” to [**On**].

Item	Descriptions
LogoutAfterPrint	Select whether or not to automatically log out after printing.
Skip PIN&Copies	Select whether or not to skip entering the PIN code and confirming the number of copies when printing when a PIN code is set.

PIN Login

NOTE
This setting is only displayed when [**Network Authentication**] must be selected for the authentication method and the server type is set to [**Ext.**] in "Network Authentication".

Enabling User Login Administration (page 9-3)
Server Settings (page 9-11)

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE
If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**User Login Set.**] > [**OK**] key > [▲] [▼] key > [**PIN Login**] > [**OK**] key

2 Configure the settings.

[▲] [▼] key > Select [**Off**] or [**On**] > [**OK**] key

Using User Login Administration

This section explains procedures while setting job accounting.

Login/Logout

If user login administration is enabled, the login user name and login password entry screen appears each time you use this machine.
Use the procedure below to login and logout.

Login

If the login user name entry screen appears during operations, log in by referring to the following:

Login (page 2-13)

Logout

When the operations are complete, select the [**Logout**] key to return to the login user name and login password entry screen.

Overview of Job Accounting

Job accounting manages the print count accumulated by individual accounts by assigning an ID to each account.

1 Enable job accounting.

Enabling Job Accounting (page 9-19)

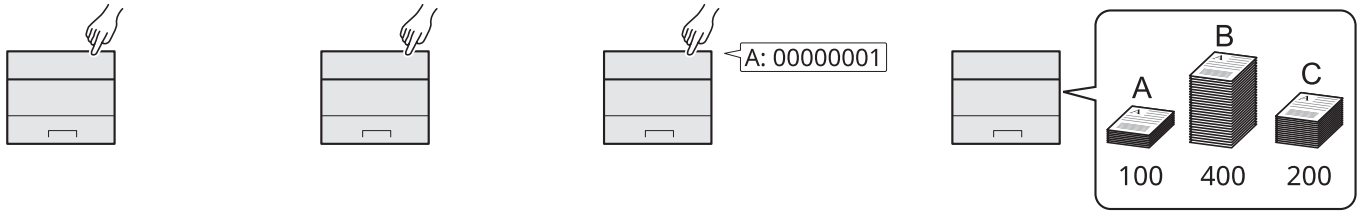
2 Setting an account.

Job Accounting (Local) (page 9-21)

3 Enter the assigned account ID when performing the job.

Using User Login Administration (page 9-17)

4 Count the number of pages printed.



To Manage the Number of Sheets Used on Jobs Printed from a PC

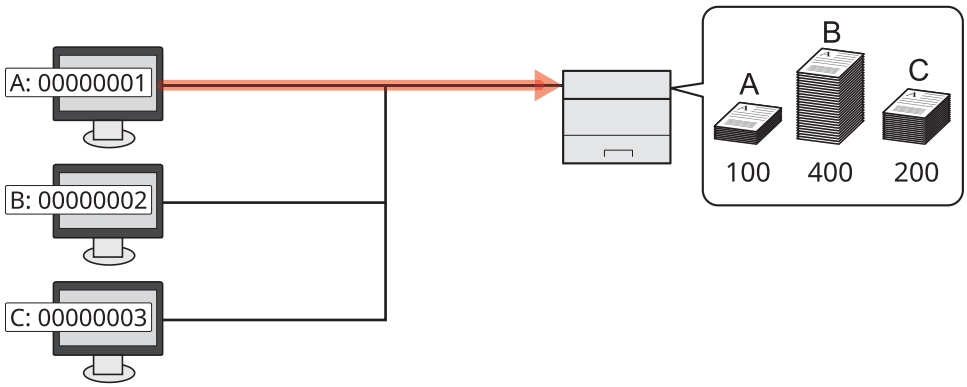
To manage the number of jobs to be printed from the PC on the network, you need to configure settings by using the printer driver on the PC.

1 Set Job Accounting for the PC on the network by using the printer driver.

Job Accounting for Printing (page 9-25)

2 Execute printing.

3 Count the number of pages printed.



Enabling Job Accounting

Enable job accounting. Use the procedure below.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Job Account.Set.**] > [**OK**] key > [▲] [▼] key > [**Job Accounting**] > [**OK**] key

2 Configure the settings.

[▲] [▼] key > [**On**] > [**OK**] key

> **NOTE**
> - To disable job accounting, select [**Off**].
> - When the display returns to System Menu default screen, logout is automatically executed and the screen to enter the Account ID appears. To continue the operation, enter the Account ID.

Job Accounting

Set the job accounting access.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Job Account.Set.**] > [**OK**] key > [▲] [▼] key > [**AccountingAccess**] > [**OK**] key

2 Configure the settings.

[▲] [▼] key > [**Local**] or [**Network**] > [**OK**] key

Job Accounting (Local)

You can add, change and delete an account and set the restriction for each account.

Adding an Account

Up to 100 individual accounts can be added.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Job Account.Set.**] > [**OK**] key > [▲] [▼] key > [**Account. (Local)**] > [**OK**] key > [▲] [▼] key > [**Account. List**] > [**OK**] key

2 Enter the account ID.

1 [**Add**] > Enter the account name > [**OK**] key

Enter the account ID as many as eight digits (between 0 and 99999999).

> **NOTE**
> Any "Account ID" that has already registered cannot be used. Enter any other account ID.

2 Select the [**OK**] key.

A new account is added on the Account List.

This can prohibit printing or restrict the number of sheets to load.

➡ Restricting the Use of the Machine (page 9-22)

Restricting the Use of the Machine

This section explains how to restrict the use of the machine by account or the number of sheets available.

Restriction Items

Item	Descriptions
Print Restrict.	Limits the total number of sheets used for printing.

Applying Restriction

Restriction can be applied in the following modes:

Item	Descriptions
Off	No restriction is applied.
Counter Limit	Restricts the print counter in one-page increments up to 9,999,999 copies.
Reject Usage	Restriction is applied.

Editing an Account

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Job Account.Set.**] > [**OK**] key > [▲] [▼] key > [**Account. (Local)**] > [**OK**] key > [▲] [▼] key > [**Account. List**] > [**OK**] key

2 Edit an account.

1 Select the account you want to change and select the [**OK**] key.

2 [▲] [▼] key > [**Detail/Edit**] > [**OK**] key

3 Select the item you want to change, and select the [**OK**] key.

4 Refer to step 2 of "Adding an Account" and "Restricting the Use of the Machine" to change account information.

Adding an Account (page 9-21)
Restricting the Use of the Machine (page 9-22)

5 Select the [**OK**] key.

The account information is changed.

Deleting an Account

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Job Account.Set.**] > [**OK**] key > [▲] [▼] key > [**Account. (Local)**] > [**OK**] key > [▲] [▼] key > [**Account. List**] > [**OK**] key

2 Delete an account.

1 Select the account you want to delete and [**OK**] key.

2 [▲] [▼] key > [**Delete**] > [**OK**] key > [**Yes**]

The account is deleted.

Job Accounting for Printing

To manage the number of jobs to be printed from the PC on the network, you need configure the following settings by using the printer driver on the PC. Instructions are based on interface elements as they appear in Windows 10.

1 Display the screen.

1 Click [**Start**] button on the Windows and then select [**Windows System**], [**Control Panel**], and [**View devices and printers**].

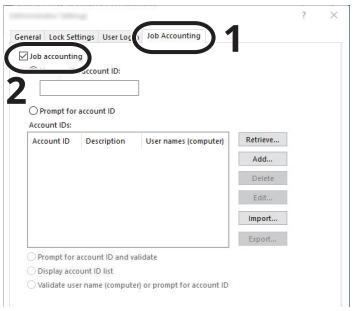
> **NOTE**
> In Windows 8.1, select [**Settings**] in charms on Desktop, and select [**Control Panel**], and then [**Devices and Printers**].

2 Right-click the printer driver icon of the machine, and click the [**Printer properties**] menu of the printer driver.

3 Click [**Administrator**] on the [**Device Settings**] tab.

2 Configure the settings.

1 Select [**Job accounting**] on the [**Job Accounting**] tab.



2 Set the Account ID.

[**Use specific account ID**]: Enter the Account ID. Printing will be performed using the entered Account ID. If this option is selected, the user does not have to enter the Account ID for each print job.

[**Prompt for account ID**]: A screen for entering the Account ID will be displayed when attempting a printing. The Account ID must be entered each time a printing is attempted.

[**Prompt for account ID and validate**]: A screen for entering the Account ID will be displayed when attempting a printing. The Account ID stored in the Account ID list needs to be entered. The Account ID must be entered each time a printing is attempted.

[**Display account ID list**]: The Account ID list is displayed when printing. The Account ID to be used needs to be selected from the list.

[**Validate user name (computer) or prompt for account ID**]: When printing, the Windows user name is searched in the "Login user names" and printing is possible if the name is registered. If the name is not registered, the printing will be canceled for users with only user authority. If the user has administrator privileges, the screen to enter the user name and password will appear.

3 Click [**OK**].

> **NOTE**
> For other settings of job accounting, refer to the following:
>
> **Printer Driver User Guide**

Configuring Job Accounting

Counting the Number of Pages Printed

This counts the number of pages printed. Counts are classified into Total Job Accounting and Each Job Accounting. A new count can also be started after resetting the count data which was stored for a certain period of time.

The items that can be referenced are as follows

Item		Descriptions
Printed Pages		Displays the total number of pages used. You can also use "by Duplex" and "by Combine" to check the number of pages used.
	Total	Displays the total number of pages used.
	Combine(None)	Displays the number of sheets used for printing without the Combine setting.
	Combine(2in1)	Displays the number of sheets used for 2in1 printing.
	Combine(4in1)	Displays the number of sheets used for 4in1 printing.
	Duplex(1side)	Displays the number of sheets used for 1side printing.
	Duplex(2side)	Displays the number of sheets used for 2side printing.
Counter Reset		Resets the counter. Select [**Yes**] in the confirmation screen.

Counting the Number of Pages for Each Account

This counts the number of pages for each account and resets the counts by account. When checking Each Job Accounting, select the account for which you want to check the count.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Job Account.Set.**] > [**OK**] key > [▲] [▼] key > [**Account. (Local)**] > [**OK**] key > [▲] [▼] key > [**Each Job Account**] > [**OK**] key

2 Check the number of pages.

1 Select the account.

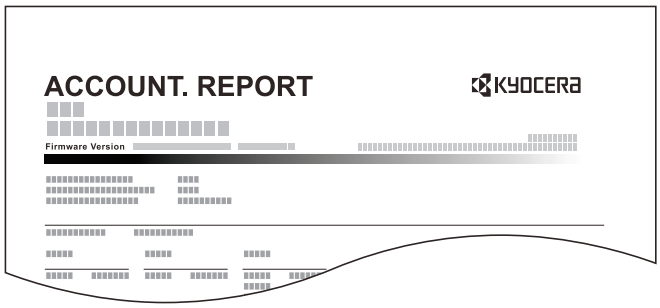
2 Check the count.

Select [**Counter Reset**] to reset the counter.

3 Confirm the count and select [**OK**] key.

Print Accounting Report

The total pages counted of all relevant accounts can be printed as an accounting report.



1 Prepare paper.

Check that A4 or Letter paper is loaded in the cassette.

2 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Job Account.Set.**] > [**OK**] key > [▲] [▼] key > [**Account. (Local)**] > [**OK**] key

3 Print the report.

[▲] [▼] key > [**Account. Report**] > [**OK**] key > [**Yes**]

Accounting report is printed.

Using Job Accounting

This section explains procedures while setting job accounting.

Login/Logout

If job accounting is enabled, an account ID entry screen appears each time you use this machine.

Login

1 In the account ID entry screen, enter the account ID using the numeric keys and select the [**OK**] key.

> **NOTE**
> - If you entered a wrong character, select the [**Clear**] key and enter the account ID again.
> - If the entered account ID does not match the registered ID, a warning beep will sound and login will fail. Enter the correct account ID.

If user login administration is enabled, the screen to enter the login user name and password appears. Enter a login user name and password to login.

Adding a User (Local User List) (page 9-6)

2 Proceed to complete the rest of the steps.

Logout

When the operations are complete, select the [**Logout**] key to return to the account ID entry screen.

Apply Limit

This specifies how the machine behaves when the counter has reached the limit of restriction. The processing is as follows:

Item	Description
Apply Limit	This specifies how the machine behaves when the counter has reached the limit of restriction. The table below describes the action taken. **Value** **Immediately: Job stops when the counter reaches its limit.** **Subsequently: Printing of the job continues but the subsequent job will be rejected.**

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Job Account.Set.**] > [**OK**] key > [▲] [▼] key > [**Apply Limit**] > [**OK**] key

2 Configure the settings.

Select the [**Immediately**] or [**Subsequently**].

Unknown User Settings

Unknown ID Job

This specifies the behavior for handling the jobs sent with unknown or unsent login user names or User ID. If the User Login is set to invalid and Job Accounting is set to valid, follow the procedure when the Account ID is unknown.

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

> **NOTE**
> If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Unknown User**] > [**OK**] key > [▲] [▼] key > [**Unknown ID Job**] > [**OK**] key

2 Configure the settings.

[▲] [▼] key > [**Reject**] or [**Permit**] > [**OK**] key

Item	Descriptions
Permit	The job is permitted to be printed.
Reject	The job is rejected (not printed).

Registering Information for a User whose ID is Unknown

If you register user information for a user whose ID is unknown, you can check information on the Job Status or Job History screens. In addition, you can restrict available functions.

NOTE

This function is displayed when [**Unknown ID Job**] is set to [**Permit**].

Unknown ID Job (page 9-30)

1 Display the screen.

1 [**Menu**] key > [▲] [▼] key > [**User/Job Account**] > [**OK**] key

NOTE

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 [▲] [▼] key > [**Unknown User**] > [**OK**] key > [▲] [▼] key > [**User Property**] > [**OK**] key

2 Configure the settings.

Enter the user information > [**OK**] key

Item	Descriptions
User Name	Enter the name displayed on the user list (up to 32 characters).
Account ID	Register an account for a user whose ID is unknown. Overview of Job Accounting (page 9-18)
Auth. Rules	Set usage authority. The following restriction items are available: **Print Restriction**: Select whether or not use of the print function of the printer is prohibited. Applicable print functions are as follows: • Print from PC

10 Troubleshooting

This chapter explains the following topics:

Regular Maintenance 10-2
- Cleaning 10-2
- Toner Container Replacement 10-4
- Waste Toner Box Replacement 10-9

Troubleshooting 10-11
- Solving Malfunctions 10-11
- Remote Operation 10-16
- Responding to Messages 10-18
- Clearing Paper Jams 10-26

Regular Maintenance

Cleaning

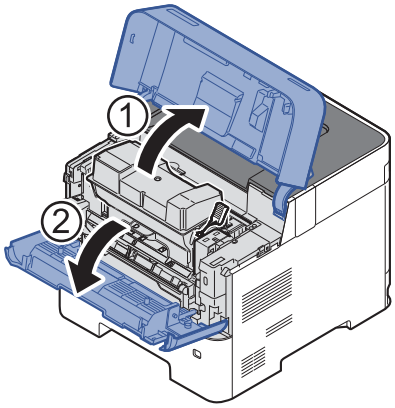
Clean the machine regularly to ensure optimum printing quality.

CAUTION

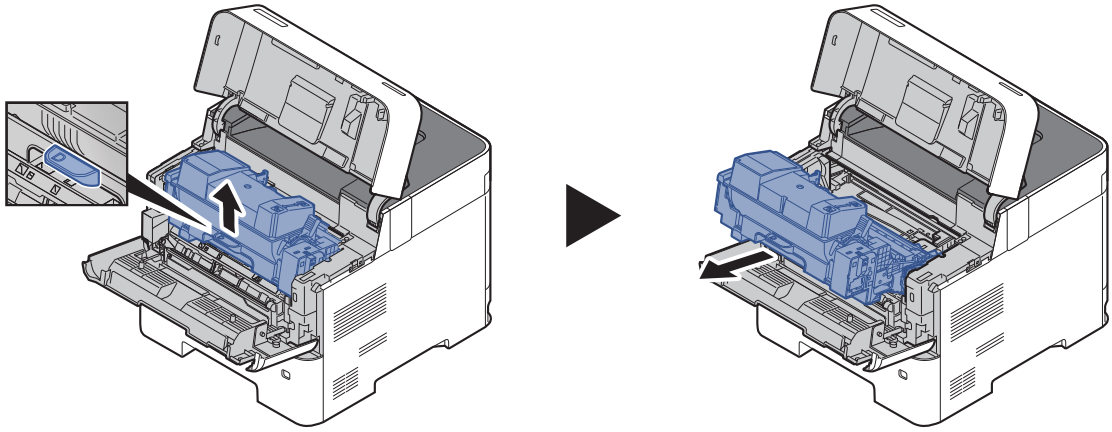
For safety, always unplug the power cord before cleaning the machine.

Registration Roller

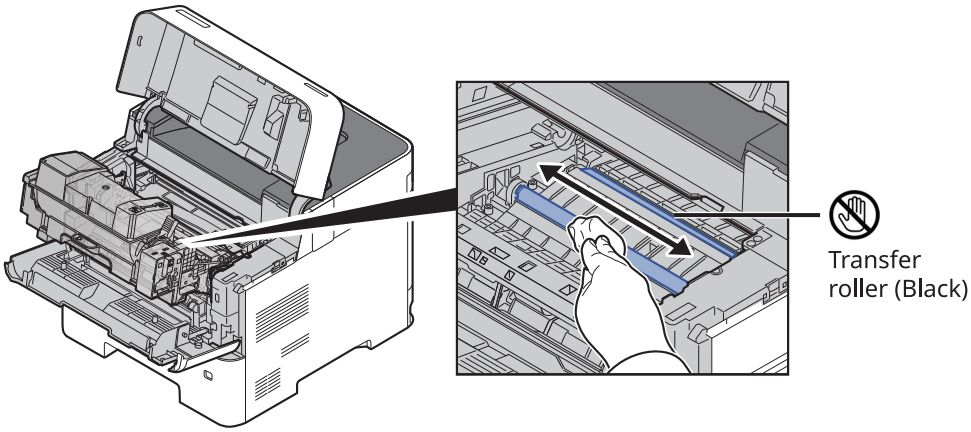
1



2



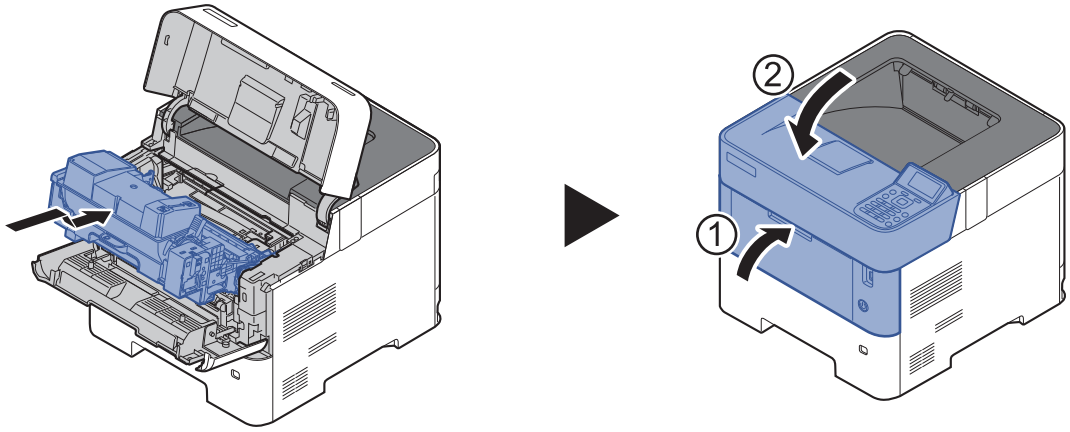
3 Use a lint free cloth to clean dust and dirt away from the registration roller (metal).



IMPORTANT

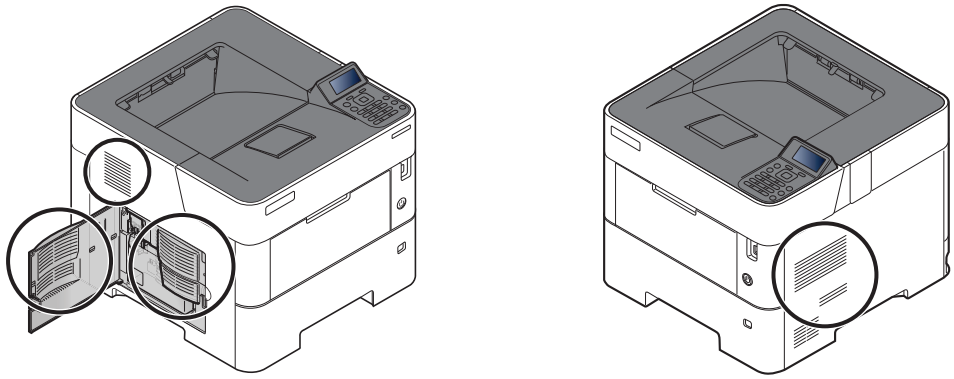
Be careful not to touch the black transfer roller and brown transfer belt during cleaning as this may adversely affect print quality.

4



Vents

Use a lint free cloth to clean dust and dirt away from the vents.



Toner Container Replacement

When toner runs low, "Toner is low." appears in the message display. Make sure you have a new toner container available for replacement.

When the message displays "Replace the toner.", replace the toner.

The life of the toner containers depends on the amount of toner required to accomplish your printing jobs. According to ISO/IEC 19752 and EcoPrint switched off the toner container can print as follows (A4/Letter paper is assumed):

Models	Life of the Toner Container (Printable pages)
ECOSYS PA4500x	12,500 images
ECOSYS PA5000x	15,500 images
ECOSYS PA5500x (for North America and Latin America model)	21,000 images
ECOSYS PA5500x (except for North America and Latin America model)	25,000 images
ECOSYS PA6000x	40,000 images

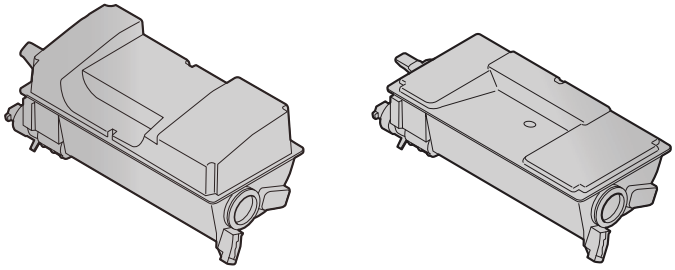
NOTE

- The average number of pages that can be printed by the toner containers included with the machine are as follows.
  ECOSYS PA4500x: 6,000 images.
  ECOSYS PA5000x: 8,000 images.
  ECOSYS PA5500x: 10,000 images
  ECOSYS PA6000x: 11,000 images.
- To maintain quality, we recommend using genuine Kyocera toner containers, which must pass numerous quality inspections.
- The memory chip in the toner container of this product stores information necessary for improving customer convenience, operation of the recycling system for used toner containers, and planning and development of new products. The stored information does not include information that makes it possible to identify individuals, and is only used anonymously for the above purposes.

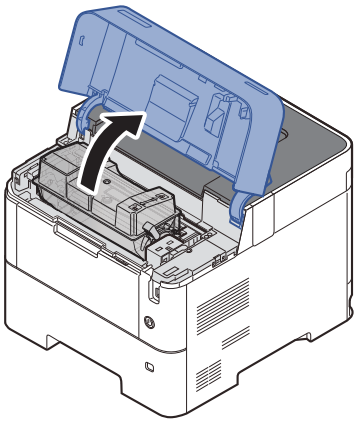
CAUTION

Do not attempt to incinerate parts which contain toner. Dangerous sparks may cause burns.

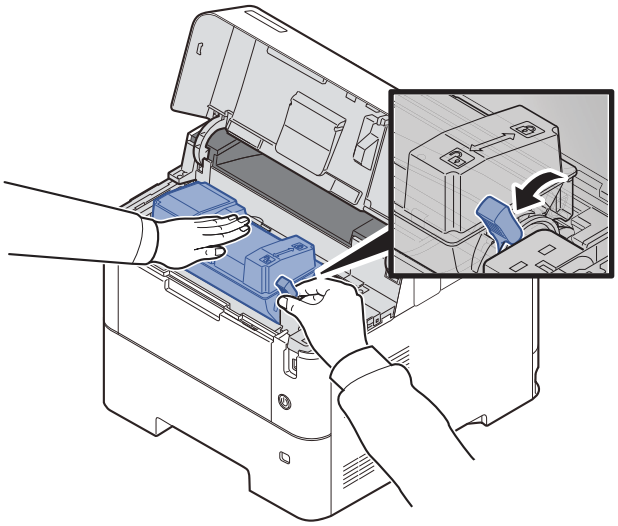
Replacing the Toner Container



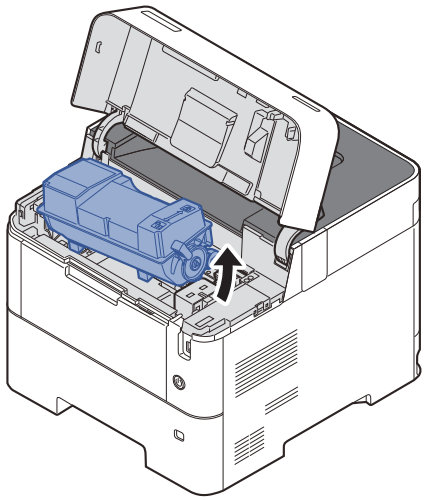
1



2



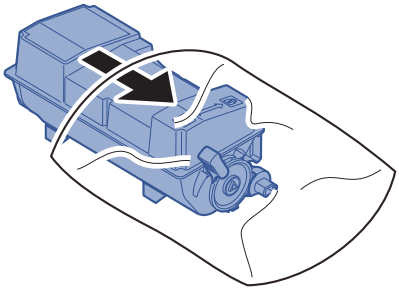
3



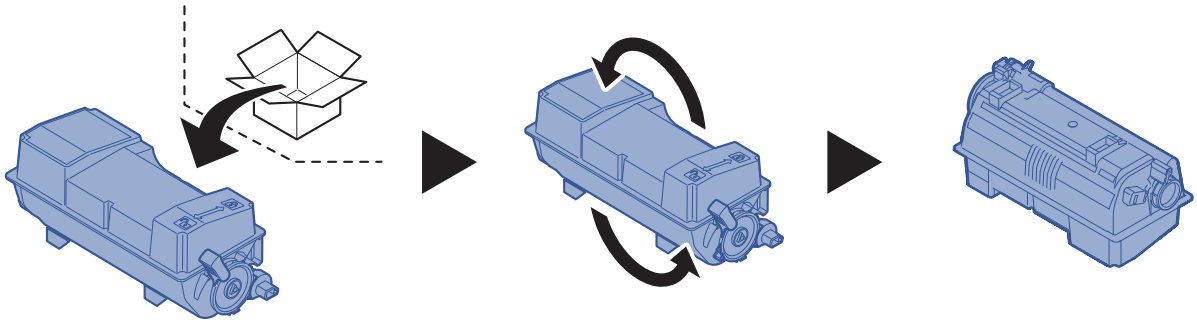
NOTE

When removing the toner container from the machine, lift up the right hand side first.

4

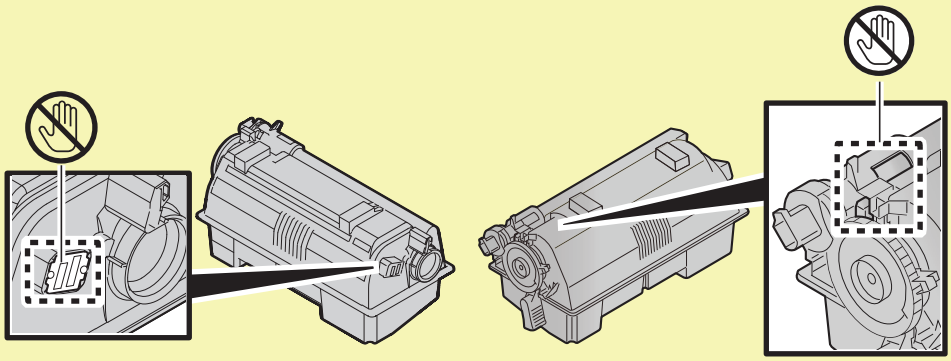


5

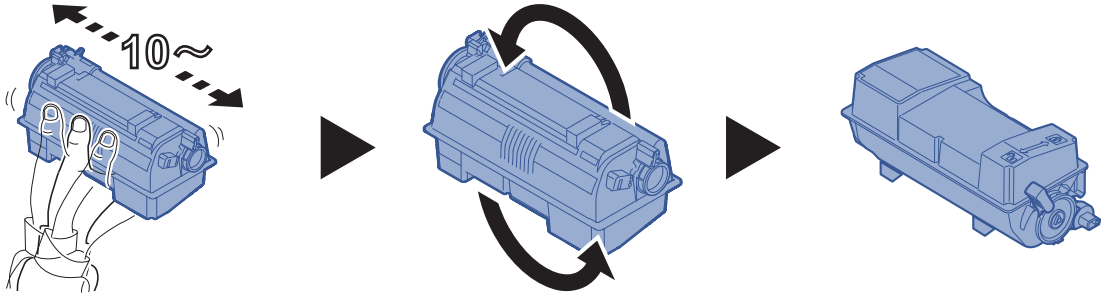


IMPORTANT

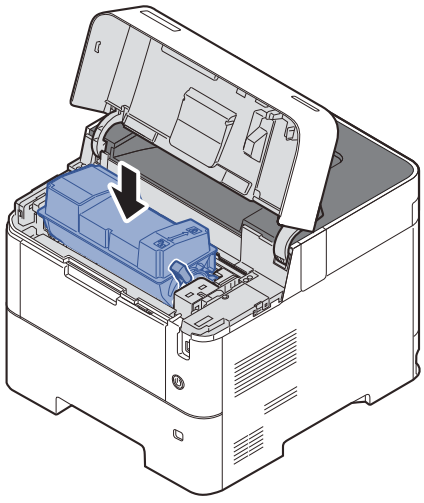
Do not touch the points shown below.



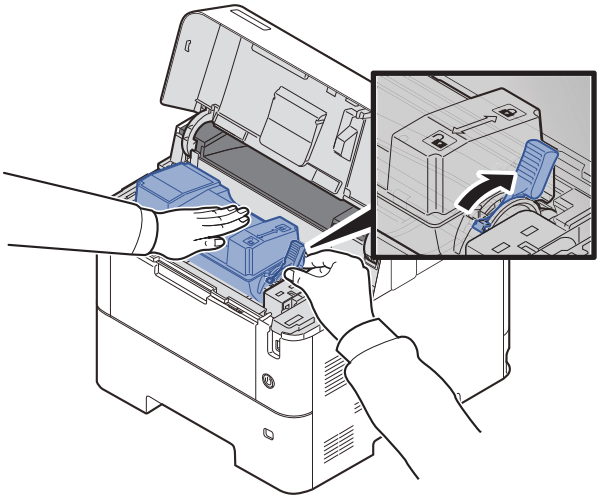
6



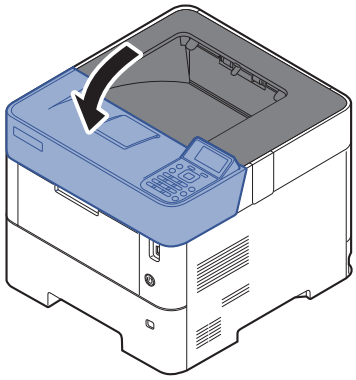
7



8



9



NOTE

- If the Upper Tray does not close, check that the new toner container is installed correctly (in step 6).
- Return the exhausted toner container to your dealer or service representative. The collected toner container will be recycled or disposed in accordance with the relevant regulations.

Waste Toner Box Replacement

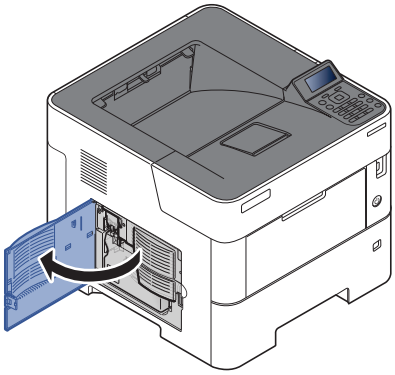
When the waste toner box is full, the following message will be displayed.

"Replace the waste toner box."

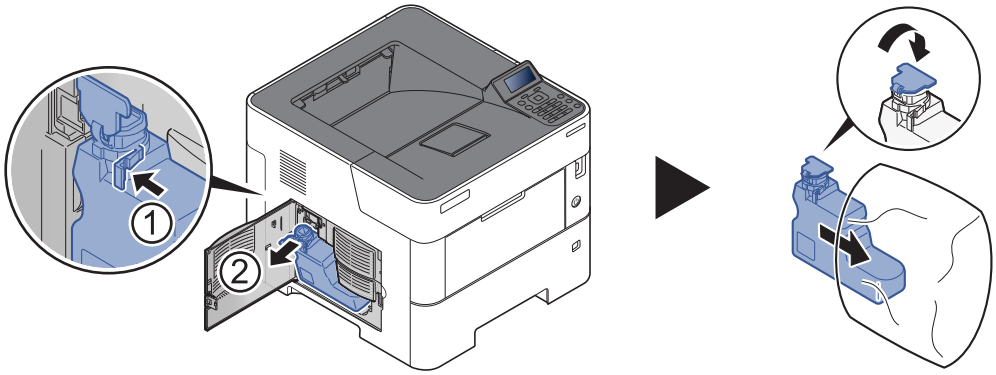
CAUTION

Do not attempt to incinerate parts which contain toner. Dangerous sparks may cause burns.

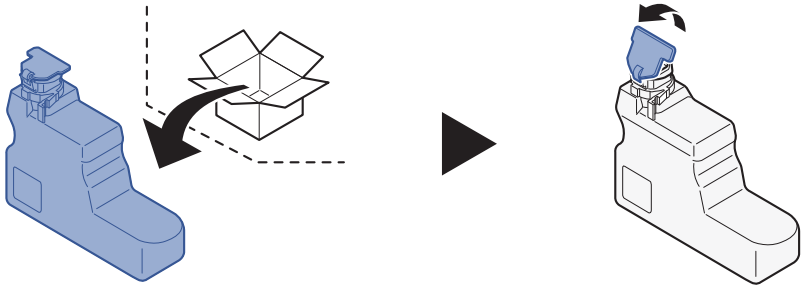
1



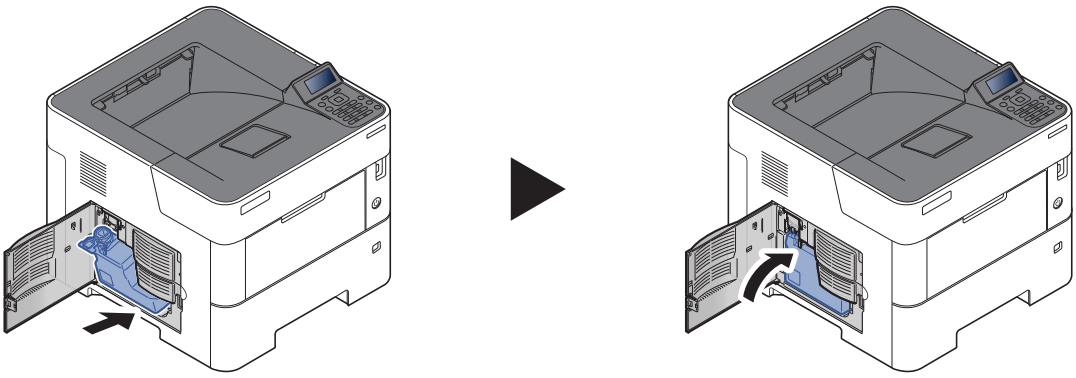
2



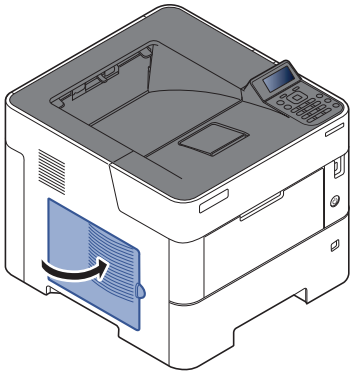
3



4



5



NOTE

Return the exhausted waste toner box to your dealer or service representative. The collected waste toner box will be recycled or disposed in accordance with the relevant regulations.

Troubleshooting

Solving Malfunctions

The table below provides general guidelines for problem solving.

If a problem occurs with your machine, look into the checkpoints and perform procedures indicated on the following pages. If the problem persists, contact your Service Representative.

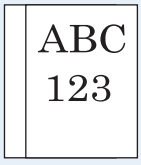
NOTE

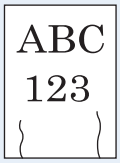
When contacting us, the serial number will be necessary.
To check the serial number, refer to the following:

Checking the Equipment's Serial Number (page i)

Machine Operation Trouble

When the following machine operation troubles occur, implement appropriate procedures.

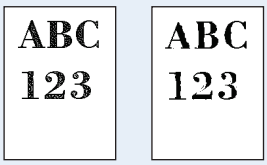
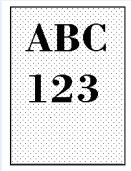
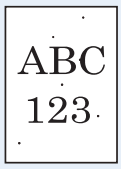
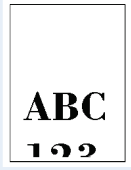
Symptom	Checkpoints	Corrective Actions	Reference Page
An application does not start.	Is the Auto Panel Reset time short?	Set the Auto Panel Reset time to 30 seconds or more.	page 8-34
The screen does not respond when the power switch is turned on.	Check the power cord.	Connect both ends of the power cord securely.	—
Blank sheets are ejected.	—	Check that the settings of the application software.	—
Paper often jams.	Is the paper loaded correctly?	Load the paper correctly.	page 3-2
	—	Turn the orientation 180 degrees around in which the paper is positioned.	page 3-2
	Is the paper of the supported type? Is it in good condition?	Remove the paper, turn it over, and reload it.	page 3-4
	Is the paper curled, folded or wrinkled?	Replace the paper with new paper.	page 3-4
	Are there any loose scraps or jammed paper in the machine?	Remove any jammed paper.	page 10-26
2 or more sheets are overlaps when ejected. (multi feed) 	—	Load the paper correctly.	page 3-2

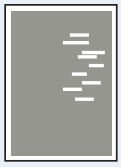
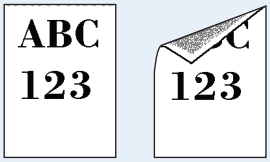
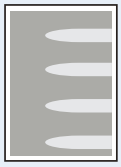
Symptom	Checkpoints	Corrective Actions	Reference Page
Printouts are wrinkled.  	Is the paper loaded correctly?	Load the paper correctly.	page 3-2
	—	Turn the orientation 180 degrees around in which the paper is positioned.	page 3-2
	Is the paper damp?	Replace the paper with new paper.	page 3-2
Printouts are curled. 	—	Turn the paper over in the cassette, or turn the orientation 180 degrees around in which the paper is positioned.	page 3-2
	Is the paper damp?	Replace the paper with new paper.	page 3-2
Printer driver cannot be installed.	Is the driver installed with the host name while Wi-Fi or Wi-Fi Direct function is available?	Specify the IP address instead of the host name.	—
	Is Level 3 selected in Security Quick Setup?	Follow the steps below. 1. Obtain the root certificate for SSL communication from the Trusted Root Certification Authorities and register it to **Root Certificate 1** (to **5**) on the **Security Settings: Certificate** page of Command Center RX. 2. Reboot PC after Certificate installed. 3. Set SNMPv3 to **On** of **Other Protocols** on **Network Settings: Protocol** page of Command Center RX. 4. Configure the SNMPv3 settings on **Management Settings: SNMP** page of Command Center RX. 5. Access to **Control Panel** and click **Devices and Printers**, **Add Printer**, then "**The printer that I want isn't listed**". 6. Check "**Select a shared printer by name**" and enter the Printer address. Example: https://hostname:443/printers/lp1 7. Select the desired printer and specify the printer driver.	page 8-38
Cannot print.	Is the machine plugged in?	Plug the power cord into an AC outlet.	—
	Is the machine powered on?	Turn on the power switch.	page 2-9
	Are the USB cable and network cable connected?	Connect the correct USB cable and network cable securely.	page 2-8
Cannot print with USB drive. USB drive not recognized.	Is the USB host blocked?	Select [**Unblock**] in the USB host settings.	page 8-39
	—	Check that the USB drive is securely plugged into the machine.	—

Symptom	Checkpoints	Corrective Actions	Reference Page
While [**Auto-IP**] is already set to [**On**], the IP address is not assigned automatically.	Is a value other than "0.0.0.0" entered for the link local address of TCP/IP(v4)?	Enter "0.0.0.0" for the IP address of TCP/IP(v4).	page 2-17
The machine is emitting steam in the area around the paper ejection slot.	Check the room temperature to see if it is low, or if damp paper was used.	Depending on the printing environment and the paper's condition, the heat generated during printing will cause the moisture in the paper to evaporate, and the steam emitted may look like smoke. This is not a problem, and you can continue printing. If the steam concerns you, raise the room temperature, or replace the paper with a newer, dryer paper.	—

Printed Image Trouble

When the following printed image trouble occurs, implement appropriate procedures.

Symptom	Checkpoints	Corrective Actions	Reference Page
Printed images are totally too light. 	Is the paper damp?	Replace the paper with new paper.	page 3-2
	Have you changed the density?	Select appropriate density level.	page 8-13
	Is the toner distributed evenly within the toner container?	Shake the toner container from side to side several times.	page 10-4
	Is EcoPrint mode enabled?	Disable [**EcoPrint**] mode.	page 8-13
	—	Make sure the paper type setting is correct for the paper being used.	page 8-9
	—	Select the [**Menu**] > [**Adjust/Maint.**] > [**Service Setting**] > [**Drum**] > [**OK**] > [**OK**].	—
Printed images are too dark even though the background of the scanned original is white. 	Have you changed the density?	Select appropriate density level.	page 8-13
	—	Select the [**Menu**] > [**Adjust/Maint.**] > [**Service Setting**] > [**Drum**] > [**OK**] > [**OK**].	—
	—	Select the [**Menu**] > [**Adjust/Maint.**] > [**Service Setting**] > [**MC**] > [**OK**] > [**OK**] and increase the adjustment value. Increase the adjustment value 1 level at a time from the current value. If there is no improvement after the value is increased by 1 level, increase by 1 level again. If there is still no improvement, return the setting to the original value.	—
Black dots appear on the white background when white original is scanned. 	—	Select the [**Menu**] > [**Adjust/Maint.**] > [**Service Setting**] > [**Drum2**], load A4 paper in the multi purpose tray, and select [**OK**] > [**OK**]. (Except ECOSYS PA5000x / ECOSYS PA5500x / ECOSYS PA6000x)	—
Printed images are fuzzy. 	Is the device used in an environment with high humidity or where the temperature or humidity changes suddenly?	Use in an environment that has suitable humidity.	—
	—	Select the [**Menu**] > [**Adjust/Maint.**] > [**Service Setting**] > [**Drum**] > [**OK**] > [**OK**].	—
Printed images are skewed. 	Is the paper loaded correctly?	Check the position of the paper width guides.	page 3-4

Symptom	Checkpoints	Corrective Actions	Reference Page
The altitude is 1000 m or higher and irregular horizontal white lines appear in the image. 	—	Select [**Menu**] > [**Adjust/Maint.**] > [**Service Setting**] > [**Altitude Adj.**] > [**2001 - 3000m**] or [**3001 - 3500m**], and select [**OK**] > [**OK**].	—
The altitude is 1000 m or higher and dots appear in the image.	—	Select [**Menu**] > [**Adjust/Maint.**] > [**Service Setting**] > [**Altitude Adj.**] > [**2001 - 3000m**] or [**3001 - 3500m**], and select [**OK**] > [**OK**].	—
Dirt on the top edge or back of the paper. 	Is the interior of the machine dirty?	Clean the interior of the machine.	page 10-2
Part of the image is periodically faint or shows white lines. 	—	Select the [**Menu**] > [**Adjust/Maint.**] > [**Service Setting**] > [**Drum**] > [**OK**] > [**OK**].	—
The previous image remains and lightly printed.	—	Make sure the paper type setting is correct for the paper being used.	page 3-11

Remote Operation

This function enables the system administrator to explain how to operate the panel and troubleshoot to user, by accessing operation panel of the machine at remote using browser and VNC software.

Executing Remote Operation from Browser

The supported Browser is as follows. We recommend the latest version of browser to use Remote Operation.

- Google Chrome (Version 21.0 or later)
- Microsoft Edge
- Mozilla Firefox (Version 14.0 or later)
- Safari (Version 5.0 or later)

This procedure explains how to execute Remote Operation from Command Center RX using Google Chrome.

NOTE
To execute Remote Operation using other browsers, refer to the following:

Command Center RX User Guide

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**ProtocolSettings**] > [**OK**] key

2 Set "EnhncdVNC ov TLS" to [On].

ProtocolSettings (page 8-20)

NOTE
You can configure the protocol settings using Command Center RX.

Command Center RX User Guide

3 Configure settings for remote operation.

1 [**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**Remote Operation**] > [**OK**] key > [▲] [▼] key > [**Off/On**] > [**OK**] key > [▲] [▼] key > [**On**] > [**OK**] key

2 [▲] [▼] key > [**Use Restriction**] > [**OK**] key > [▲] [▼] key > Select [**Off**], [**Use Password**], or [**Admin. Only**] > [**OK**] key

When you select [**Use Password**], enter the password in "Password" and "Confirm Password", then select [**OK**] key.

Remote Operation (page 8-27)

NOTE
You can configure settings for remote operation using Command Center RX

Command Center RX User Guide

4 Restart the machine.

Restart Network (page 8-27)

5 Start up the browser.

Enter "https://" and host name of the machine to access the Command Center RX

Accessing Command Center RX (page 2-44)

6 Select [Device Information/Remote Operation] > [Remote Operation].

7 Click [Start] button.

NOTE
- If the user is logged in to the device, the permission confirmation screen will be displayed on the message display. Select [**Yes**].
- If pop-up blocking of the browser occurs during connection of the Remote Operation, select Always allow pop-ups from https:// [host name], and click Done. Perform Remote Operation after waiting 1 minute or more.

When the Remote Operation is started up, the operation panel screen will be displayed on the system administrator's or user's PC screen.

Executing Remote Operation from VNC Software

1 Display the screen.

[**Menu**] key > [▲] [▼] key > [**Network**] > [**OK**] key > [▲] [▼] key > [**ProtocolSettings**] > [**OK**] key

2 Set "VNC(RFB)" to [On].

ProtocolSettings (page 8-20)

NOTE
- When setting "VNC(RFB)overTLS" to [**On**], the communication is encrypted.
- You can configure the protocol settings using Command Center RX.

Command Center RX User Guide

3 Startup the remote operation.

1 Start up the VNC software.

2 Enter the following format separated by a colon to start up the remote operation.

"IP address: port number"

NOTE
When setting "VNC (RFB)" to [**On**] in step 2, the default port number is 9062. When setting "VNC(RFB)overTLS" to [**On**], the default port number is 9063.

ProtocolSettings (page 8-20)

Responding to Messages

If the message display or the computer displays any of these messages, follow the corresponding procedure.

NOTE

When contacting us, the serial number will be necessary. To check the serial number, refer to the following:

Checking the Equipment's Serial Number (page i)

A

Message	Checkpoints	Corrective Actions	Reference Page
A machine administrator right is required.	—	You can only change the settings selected when logged in as a user with machine administrator privileges.	—
Access denied. **You cannot login.**	—	The Log in operation failed for the specified number of times so it is no longer possible to attempt to log in. Contact a system administrator.	—
Access point was not detected.	—	Check if the access point has been set correctly.	page 8-28
Account error. **Press [OK].**	—	Failed to specify Job Accounting when processing the job externally. The job is canceled. Select [**OK**].	—
Add paper in BulkFee.	—	The paper has run out in the paper source displayed. Supply paper according to the paper source displayed (optional large capacity feeder).	—
Add paper in cassette #.	Is the indicated cassette out of paper?	The paper has run out in the paper source displayed. Supply paper according to the paper source displayed (paper cassettes, MP tray, or optional paper feeders).	page 3-4
Add paper in MP tray.	Is the paper of the selected size loaded in the multi purpose tray?		page 3-11
Administrator only.	—	You can only change the settings selected when logged in as a user with administrator privileges.	page 9-4

B

Message	Checkpoints	Corrective Actions	Reference Page
Box limit exceeded.[*1]	—	The specified box is full, and no further storage is available; Job is canceled. Press [**End**]. Try to perform the job again after printing or deleting data from the box.	—

*1 When Auto Error Clear is set to [**On**], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:

Auto Err. Clear (page 8-35)

C

Message	Checkpoints	Corrective Actions	Reference Page
Canceling...	—	Displayed when data is being canceled.	—
Cannot connect.	—	This appears when the Wi-Fi or Wi-Fi Direct connection did not complete. Check the settings, and check the signal conditions.	page 7-5
Cannot connect to Authentication Server.	—	Press [**OK**] and check the following items: • Registration to Authentication Server • Password and computer address for Authentication Server • Connection of Network	page 9-3
Cannot connect to the network. **Check the network.**	—	Unable to connect to the optional network. Check the optional network settings.	page 8-28
Cannot connect. **Multiple access points are enabled.**	—	Is the push button on the multiple access points pressed simultaneously? Specify an access point which you want to use. and press the push button again. Retry the connection by specifying an access point after waiting for a while.	—
Cannot duplex print on this paper.[*1]	Did you select a paper size/type that cannot be duplex printed?	Select [**Alt**] to select the available paper. Select [**Continue**] to print without using Duplex function. Select [**Cancel**] to cancel the job.	—
Cannot execute this job. Restricted by Authentication settings.	—	This job is canceled because it is restricted by Group Authentication settings. Select [**OK**].	—
Cannot perform.	—	It is not possible to perform sanitization because a job is being processed, etc.	—
Cannot recognize.	—	Make sure your ID card has been registered.	page 9-14
Cannot recognize ID card.	—	Make sure the USB connector of the ID card reader is correctly connected to the machine. If USB Host is set to [**Block**], change the setting to [**Unblock**].	page 8-39
Cannot remove the memory while in use.	—	This message is displayed when [**Remove USB Drive**] was selected while a USB drive was being used. The previous screen is displayed again 1 or 2 seconds.	page 5-11
Cassette# not loaded.	—	The corresponding paper cassette is not installed. Install the cassette.	page 3-4
Check cassette #.	—	Open and then close the indicated cassette.	—

Message	Checkpoints	Corrective Actions	Reference Page
Close left cover.	Is there any cover which is open?	Close the cover indicated on the screen.	—
Close rear cover.			
Close top cover.			

*1 When Auto Error Clear is set to [**On**], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:

Auto Err. Clear (page 8-35)

E

Message	Checkpoints	Corrective Actions	Reference Page
Enclose the IPv6 address in brackets [ ].	—	The IPv6 address entered in the host name is not enclosed in brackets [ ]. To enter the IPv6 address, enclose the address in brackets [ ]. (e.g., [3ae3:9a0:cd05:b1d2:28a:1fc0:a1:10ae]:140)	—
Error occurred. **Turn the power switch off and on.**	—	Press the power switch to turn off, and then press it again to turn on. If this message still remains, press the power switch to turn off, and contact your service representative.	—

F

Message	Checkpoints	Corrective Actions	Reference Page
Failed to get the network user information.	—	An error occurred when obtaining user information after the authentication. Log in again.	—
File was deleted. **Check the document box.**	—	The file or box selected does not exist. Check that the box has not been deleted, or that the file has not been deleted or moved.	—

I

Message	Checkpoints	Corrective Actions	Reference Page
Incorrect account ID.	—	The Account ID does not match. Check the registered Account ID.	page 9-20
Incorrect account ID. **Press [OK].**[*1]	—	The account ID was incorrect when processing the job externally. The job is canceled. Select [**OK**].	page 9-21
Incorrect ID.	—	The user ID entered for a private job is not correct. Check the user ID that you specified on the printer driver.	page 4-19 page 4-21

Message	Checkpoints	Corrective Actions	Reference Page
Incorrect password.	—	The password does not match the password set. Enter the correct password.	—
Incorrect login user name or password.	—	The NTLM server rejected the authentication. Enter the correct Login User Name or Password.	—
Incorrect login user name or password. **Job is canceled.*1**	—	The login user name or password was incorrect when processing the job externally. Select the [**OK**] key.	—

*1 When Auto Error Clear is set to [**On**], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:

Auto Err. Clear (page 8-35)

J

Message	Checkpoints	Corrective Actions	Reference Page
Job Accounting restriction exceeded. **Press [OK].**	Is the acceptable printing count restricted by Job Accounting exceeded?	The printing count exceeded the acceptable count restricted by Job Accounting. Cannot print any more. This job is canceled. Select [**OK**].	page 9-22
Job not stored. **Press [OK].**	—	The job is canceled. Select the [**OK**] key.	—

K

Message	Checkpoints	Corrective Actions	Reference Page
KPDL error. **Press [OK].*1**	—	Select the [**OK**] key.	—

*1 When Auto Error Clear is set to [**On**], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:

Auto Err. Clear (page 8-35)

L

Message	Checkpoints	Corrective Actions	Reference Page
Limit exceeded. **You cannot add any more.**	—	The added box exceeded the maximum number of box. Delete it if there is a unnecessary box.	page 5-6
Load paper in cassette #. **A4** **↑↓(Displayed alternately)** **Different paper size is set.** **Check paper size.**	Is the indicated cassette out of paper?	Load paper. Select [**Alt.**] to select the other paper source. Select the [**OK**] key to print on the paper in the currently selected paper source	page 3-4

Message	Checkpoints	Corrective Actions	Reference Page
Load paper in Bulk Feeder. **(paper size)** **(paper type)**	Does the selected paper size matches the paper size loaded in the specified paper source?	No paper in the large capacity feeder matches the print data. Set paper in the large capacity feeder. Press [**Continue**] to resume printing. If you want to print from a different paper source, press [**Alt**] to display [**Alternative:**] and you can change the source for paper feeding. You can abandon printing by pressing [**Cancel**].	—
Load paper in cassette #. **(paper size)** **(paper type)**	Does the selected paper size matches the paper size loaded in the specified paper source?	Load paper. Select [**Alt.**] to select the other paper source. Select the [**Continue**] key to print on the paper in the currently selected paper source. Select [**Cancel**] to cancel the job.	page 3-4
Load paper in MP tray. **(paper size)** **(paper type)**			page 3-11
Low security	—	This message is displayed when [**Low**] was selected in Security Level.	page 8-40

M

Message	Checkpoints	Corrective Actions	Reference Page
Machine failure. **Call service.**	—	An error has occurred in the machine. Make a note of the error code displayed on the message display, and contact your service representative.	—
Memory is full. **Print job cannot be processed completely.**[*1]	—	Unable to continue the job as the memory is used up. Press [**Continue**] to print the scanned pages. The print job cannot be processed completely. Press [**Cancel**] to cancel the job. The machine may reproduce the same originals by arranging the following settings: • Select [**On**] of RAM Disk Setting in System Menu, and then decrease the RAM disk size. • Select [**Printer Priority**] of Optional Memory in System Menu. **NOTE** Before changing the RAM Disk Setting or Optional Memory setting, contact your administrator.	page 11-3

*1 When Auto Error Clear is set to [**On**], processing resumes automatically after a set amount of time elapses. For details on Auto Error Clear, refer to the following:

Auto Err. Clear (page 8-35)

N

Message	Checkpoints	Corrective Actions	Reference Page
No multi copies. **Press [OK].**	—	Only one copy is available. Press [**OK**] to continue printing.	—
Non-genuine Toner. **Press [Help].**	Is the installed toner container our own brand?	The manufacturer assumes no responsibility for damage caused by a non-genuine toner. When you want to use the toner container currently installed, select the [**OK**] key and the [**Cancel**] key simultaneously for 3 seconds or more.	—

P

Message	Checkpoints	Corrective Actions	Reference Page
Paper jammed at MP tray.	—	If a paper jam occurs, the machine will stop and the location of the jam will be indicated on the screen. Leave the machine on and select [**Help**]. Follow the instruction to remove the jammed paper.	page 10-26
Paper jammed in Cassette #			
Paper jammed in the back of Cassette 1.			
Paper path error. **Set cassette.**	—	There is no paper cassette in the printer, or the cassette is not inserted properly. After reinserting the paper cassette, you should be able to print. When two or more optional feeders are installed and the lowest one is selected, the same message will appear if any of the upper paper feeder and the printer cassette is improperly installed.	—

R

Message	Checkpoints	Corrective Actions	Reference Page
RAM disk error. **Press [OK].**	—	An error has occurred on the RAM disk. Job is canceled. Select the [**OK**] key. The possible error codes and their descriptions are as follows. 04: Insufficient space on the RAM disk. If the optional RAM dis is installed, increase the RAM disk size by changing RAM Disk Setting in System Menu.	—
Refreshing drum... **Please wait.**	—	The machine is under the adjustment to maintain its quality. Please wait.	—

Message	Checkpoints	Corrective Actions	Reference Page
Registered numbers exceeded. **Cannot add.**	—	There are already 100 accounts registered so it is not possible to register any new accounts.	page 9-21
Replace MK.	—	Replace Maintenance Kit which is displayed on the message display. Replacement of the maintenance kit is necessary and requires professional servicing. Contact your Service Representative.	—
Restricted by Job Accounting. **Press [OK].**	—	This job is canceled because it is restricted by Job Accounting. Select [**OK**].	page 9-22
Replace the toner.	—	Replace the toner container to our specified toner container.	page 10-4

S

Message	Checkpoints	Corrective Actions	Reference Page
SD card error. **Press [OK].**	—	An error has occurred on the SD card. Job is canceled. Select [**OK**]. The error cord is as follows. 04: Insufficient space on the SD card to complete this operation. Move data or delete unneeded data.	—
SSD error. **Press [OK].**	—	An error has occurred on SSD. Job is canceled. Select [**End**]. The error cords are as follows. 01: The amount of data that can be saved at once has been exceeded. Turn the power OFF/ON. If the error still occurs, divide the file into smaller files. If the error occurs after the file is divided, the specified file may be damaged. Delete the file. 04: Insufficient space on SSD to complete this operation. Move data or delete unneeded data.	—

T

Message	Checkpoints	Corrective Actions	Reference Page
The device cannot be connected because allowed connections would be exceeded.	Are three handheld devices connected simultaneously?	Cancel a connection to a portable device that is not being used, or set the machine's auto disconnect time to break portable device connections.	page 7-5
The file name already exists. **You cannot copy.**	—	Copying is not possible because data with the same file name exists at the destination. Delete the data with the same file name at the destination before copying.	page 5-9

Message	Checkpoints	Corrective Actions	Reference Page
The user name is not registered.	—	The login user name entered is not registered. Check the login user name.	page 9-3
The waste toner box is full.	Is the waste toner box full?	Replace the waste toner box.	page 10-9
The waste toner box is improperly installed.	—	The waste toner box is not installed correctly. Set it correctly.	page 10-9
This account ID is already registered.	—	The account ID set has already been registered. Register a different account ID.	page 9-21
This login user name already registered.	—	The changed login user name has already been registered. Set a different login user name.	page 9-3
Toner is low.	—	It is almost time to replace the toner container. Obtain a new toner container.	—
Top tray is full of paper. Remove the paper.	—	Remove paper from the top tray. Printing then resumes.	—

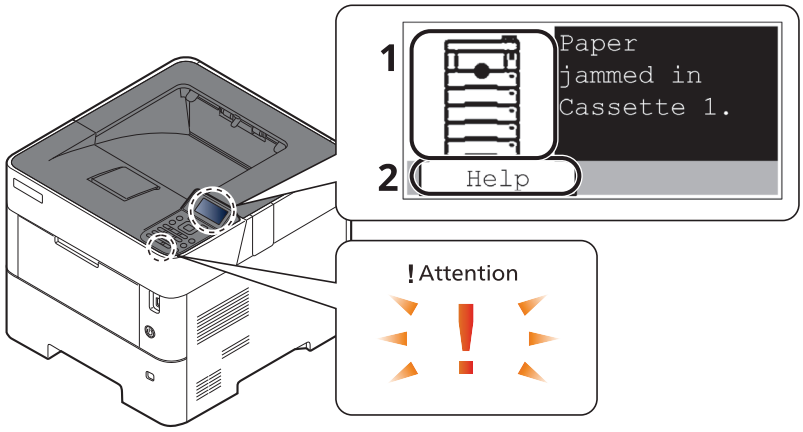
U

Message	Checkpoints	Corrective Actions	Reference Page
Unknown Toner Installed. PC	Does the installed toner container's regional specification match the machine's?	Install the specified toner container.	—
USB drive error. Press [OK].	—	An error occurred in the USB drive. The job stopped. Select the [**OK**] key. The error cord is as follows. 01: The amount of data that can be saved at once has been exceeded. Turn the power OFF/ON. If the error still occurs, the USB drive is not compatible with the machine. Use the USB drive formatted by this machine. If the USB drive cannot be formatted, it is damaged. Connect a compatible USB drive.	—

Clearing Paper Jams

If a paper jam occurs, the message display will display "Paper Jam." and the machine will stop.
Refer to these procedures to remove the jammed paper.

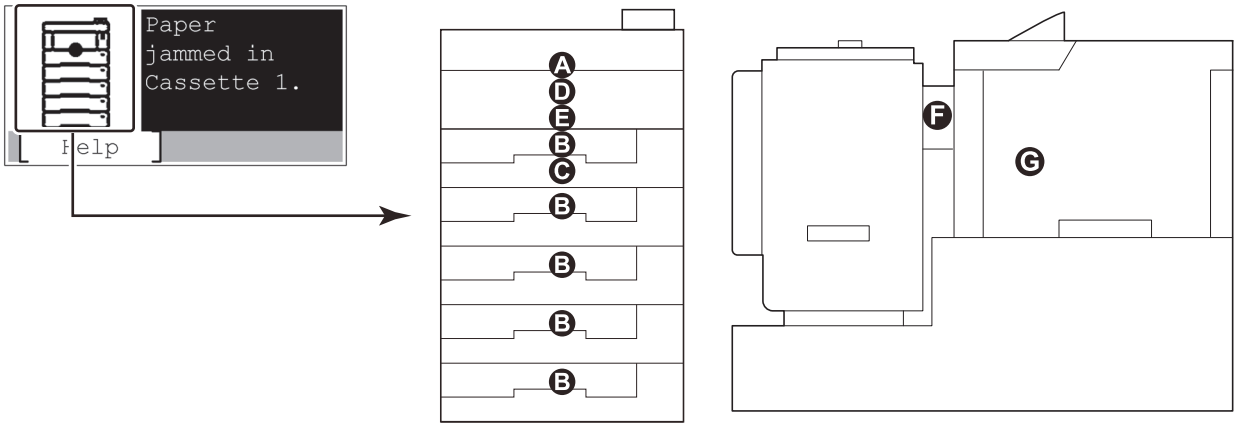
Jam Location Indicators



1 Shows the location of a paper jam.
2 Displays the Help screen.

NOTE
For details on Help Screen, refer to the following:
Help Screen (page 2-12)

If a paper jam occurs, the location of the jam will be displayed on the message display as well as the clearing instructions.



Paper Jam Location Indicator	Paper Jam Location	Reference Page
A	Multi Purpose Tray	page 10-27
B	Cassettes 1 to 5	page 10-28
C	Duplex Unit	page 10-29
D	Inside the Machine	page 10-30
E	Top Tray / Inside Rear Cover	page 10-31
F	Large Capacity Feeder	page 10-33
G	Duplex unit (when Large Capacity Feeder is installed)	page 10-34

After you remove the jam, the machine will warm up again and the error message will be cleared. The machine resumes with the page that was printing when the jam occurred.

Precautions with Paper Jams

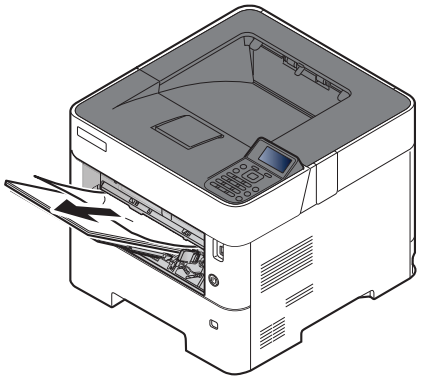
- Do not reuse jammed papers.
- If the paper tears during removal, be sure to remove any loose scraps of paper from inside the machine. Scraps of paper left in the machine could cause subsequent jamming.

CAUTION

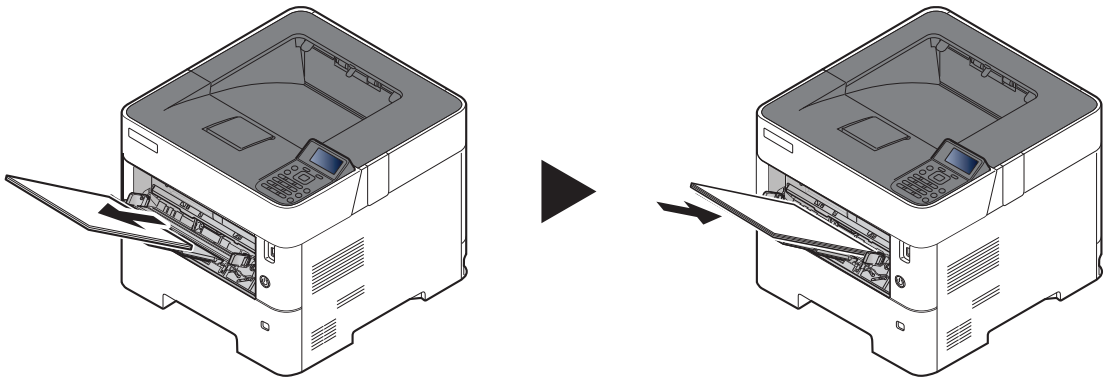
The fixing unit is extremely hot. Take sufficient care when working in this area, as there is a danger of getting burned.

Multi Purpose Tray

1



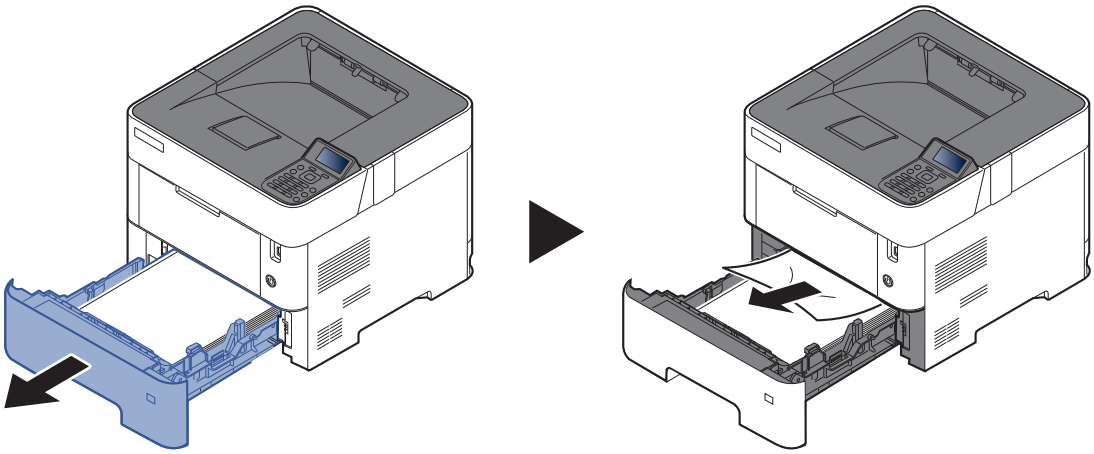
2



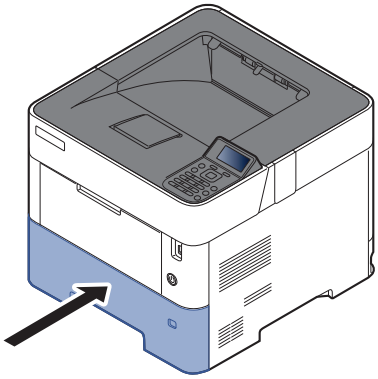
Cassettes 1 to 5

Procedures for handling a paper jam in Cassettes 1 to 5 are all the same. This section explains procedures using Cassette 1 as an example.

1

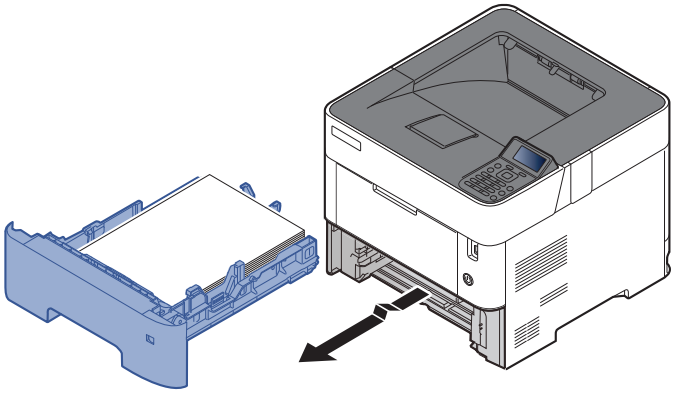


2

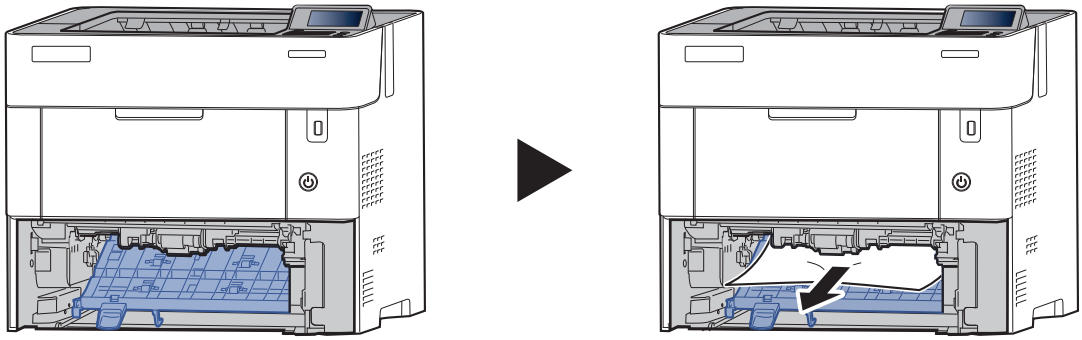


Duplex Unit

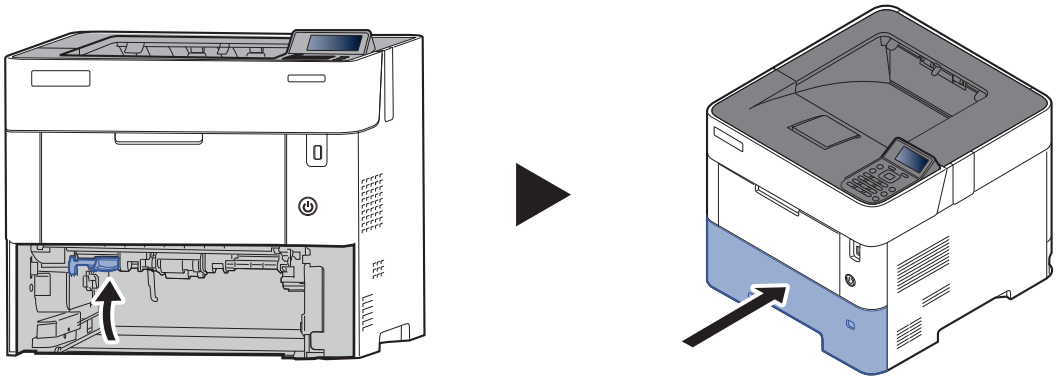
1



2

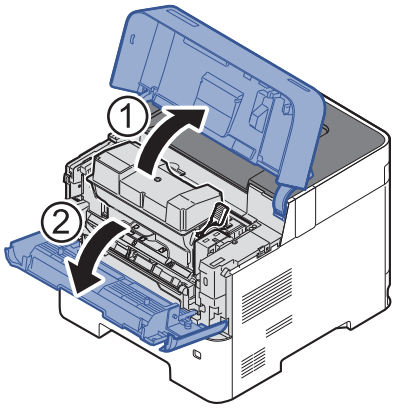


3

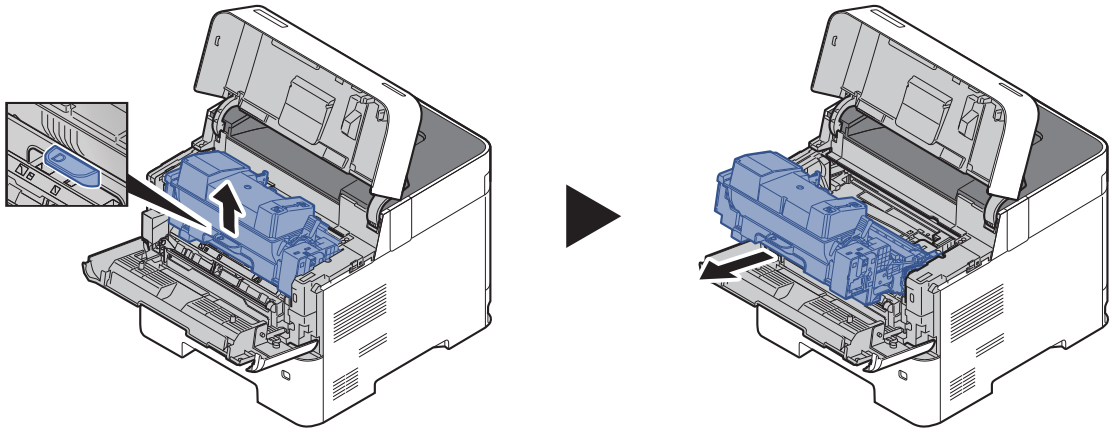


Inside the Machine

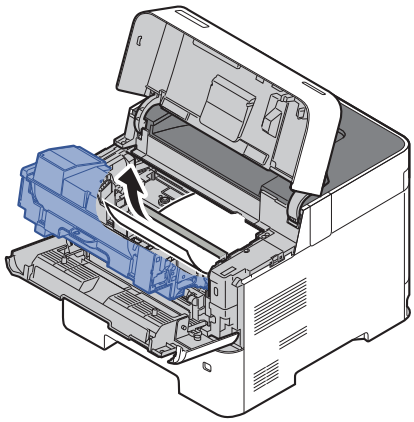
1



2



3

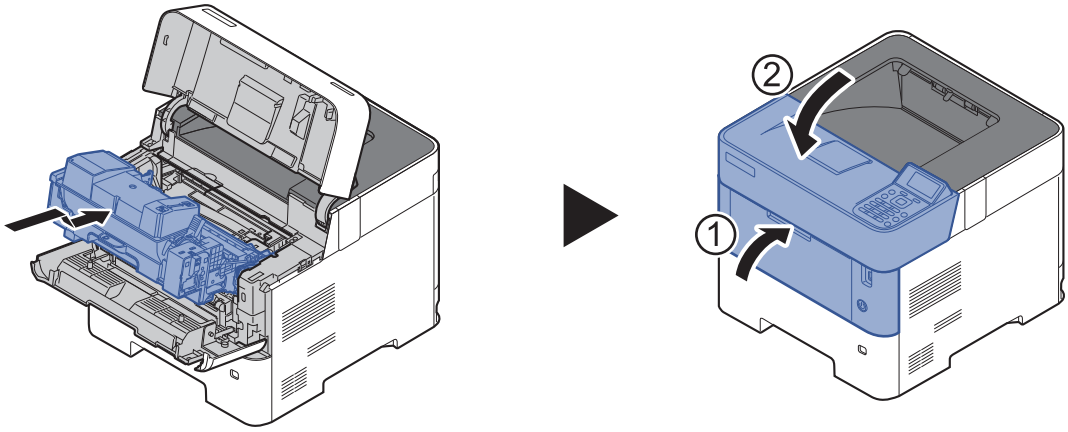


If the jammed paper appears to be pinched by rollers, pull it along the normal running direction of the paper.

If you cannot find a paper jam, try checking inside the rear of the printer.

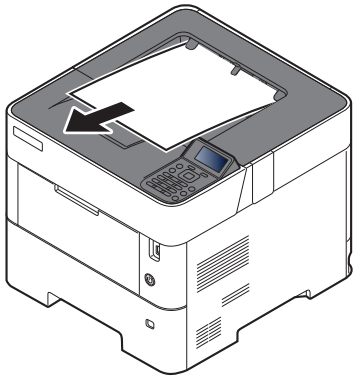
➡ Top Tray / Inside Rear Cover (page 10-31)

4

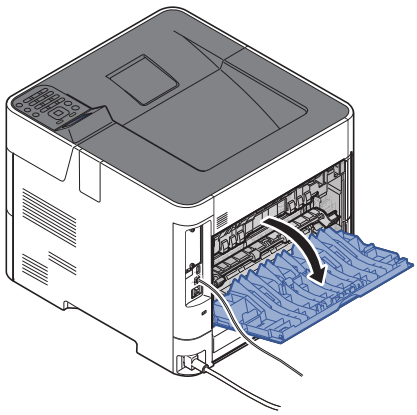


Top Tray / Inside Rear Cover

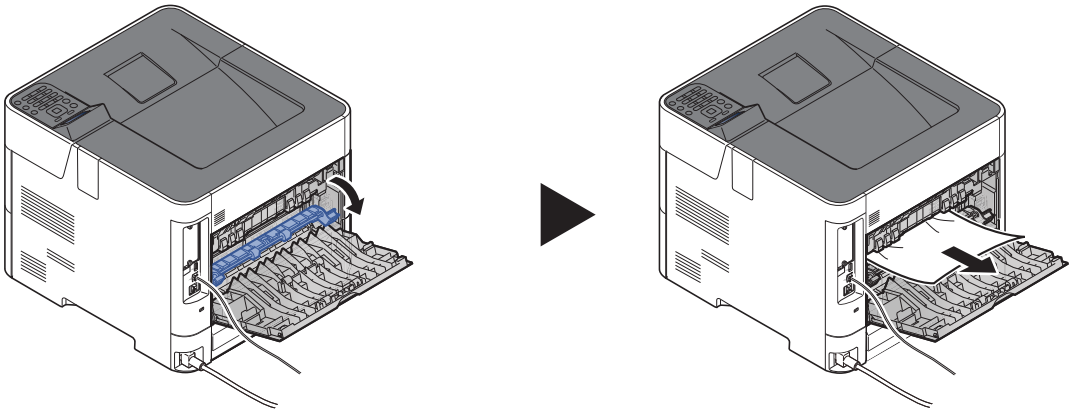
1



2



3

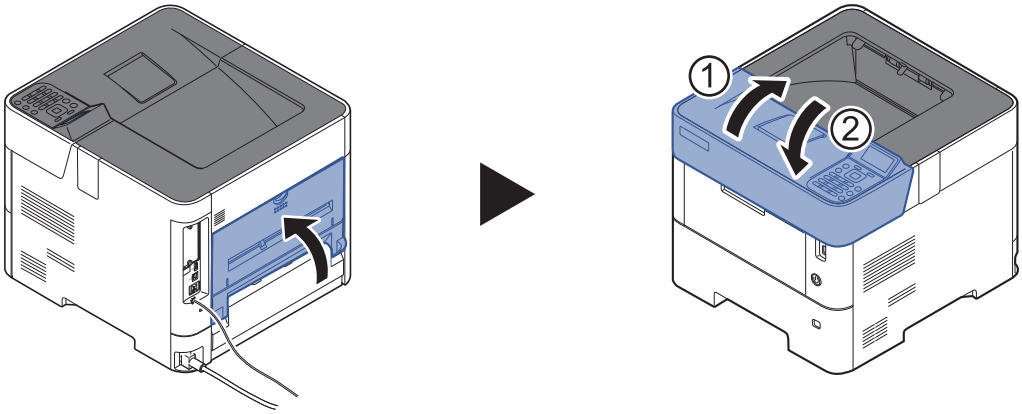


If you cannot find a paper jam, try checking inside the rear of the machine.

CAUTION

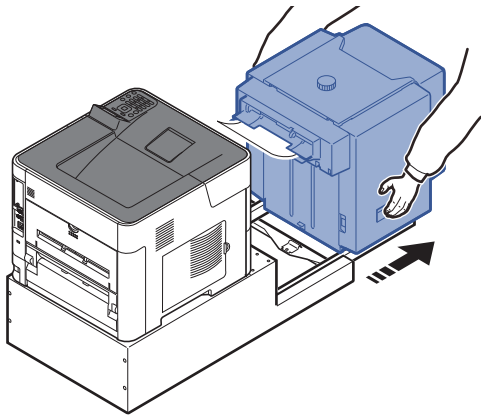
The fixing unit is extremely hot. Take sufficient care when working in this area, as there is a danger of getting burned.

4

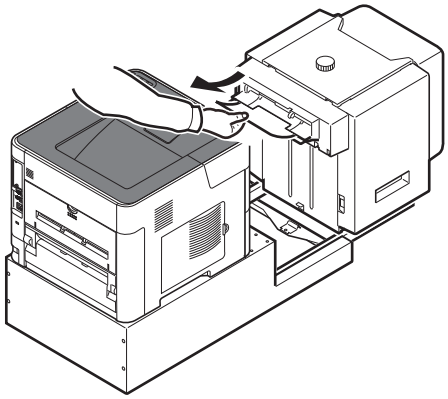


Large Capacity Feeder

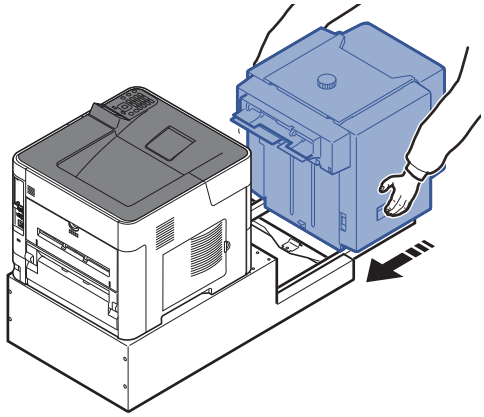
1



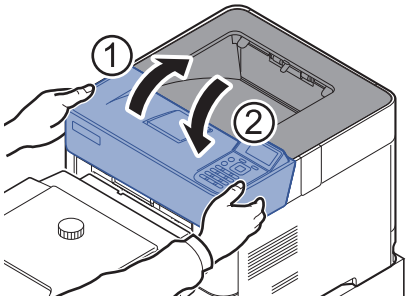
2



3

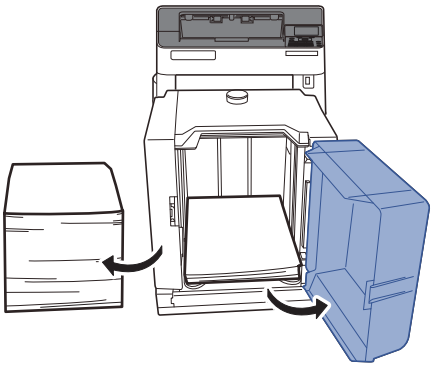


4

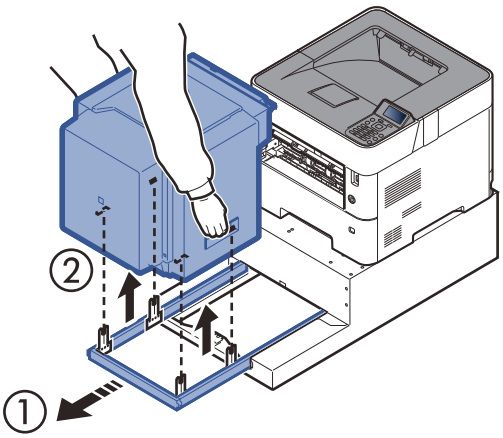


Duplex unit (when Large Capacity Feeder is installed)

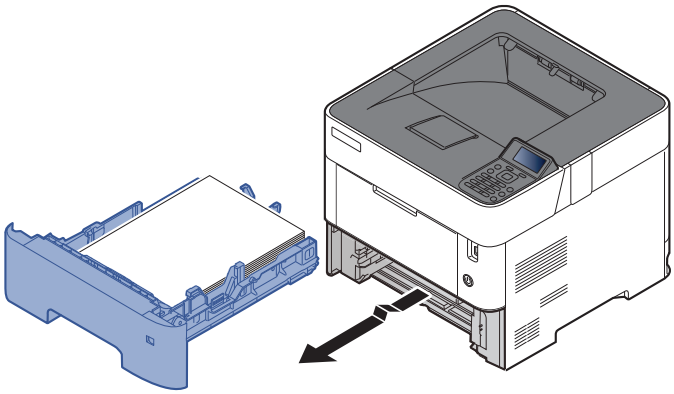
1



2



3



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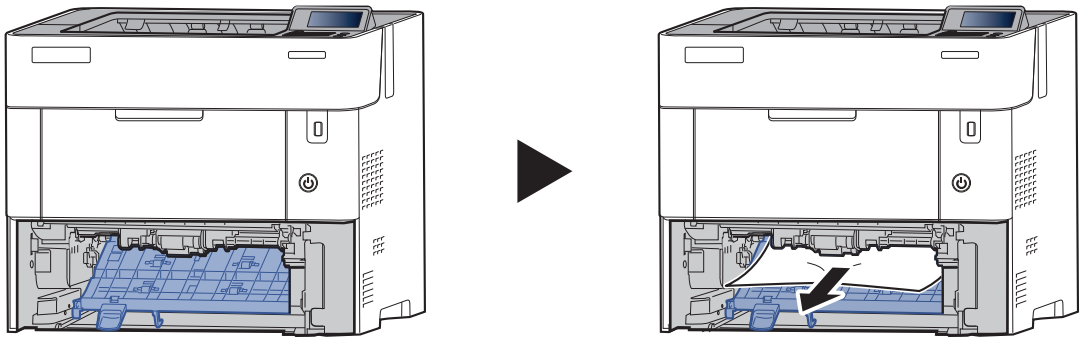

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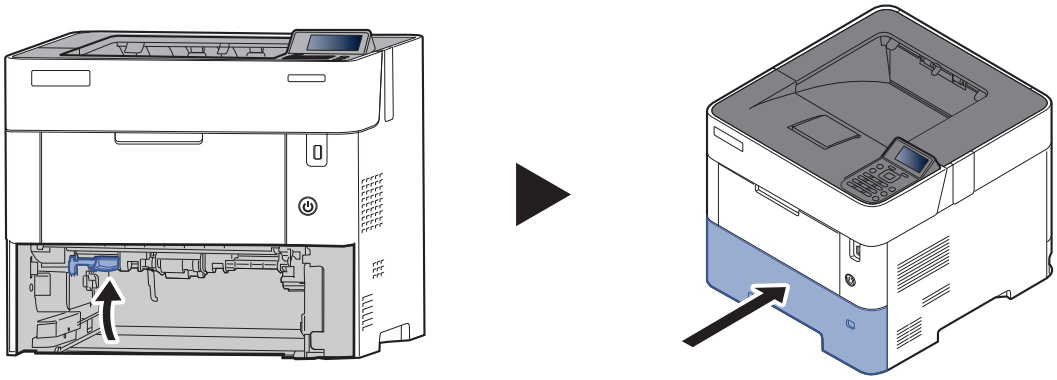
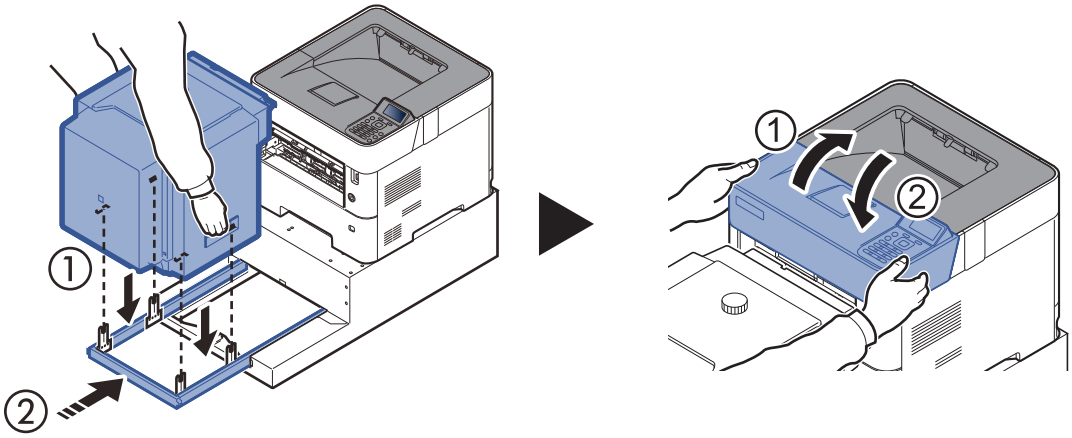


6



11 Appendix

This chapter explains the following topics:

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Selecting Type of Characters 11-11
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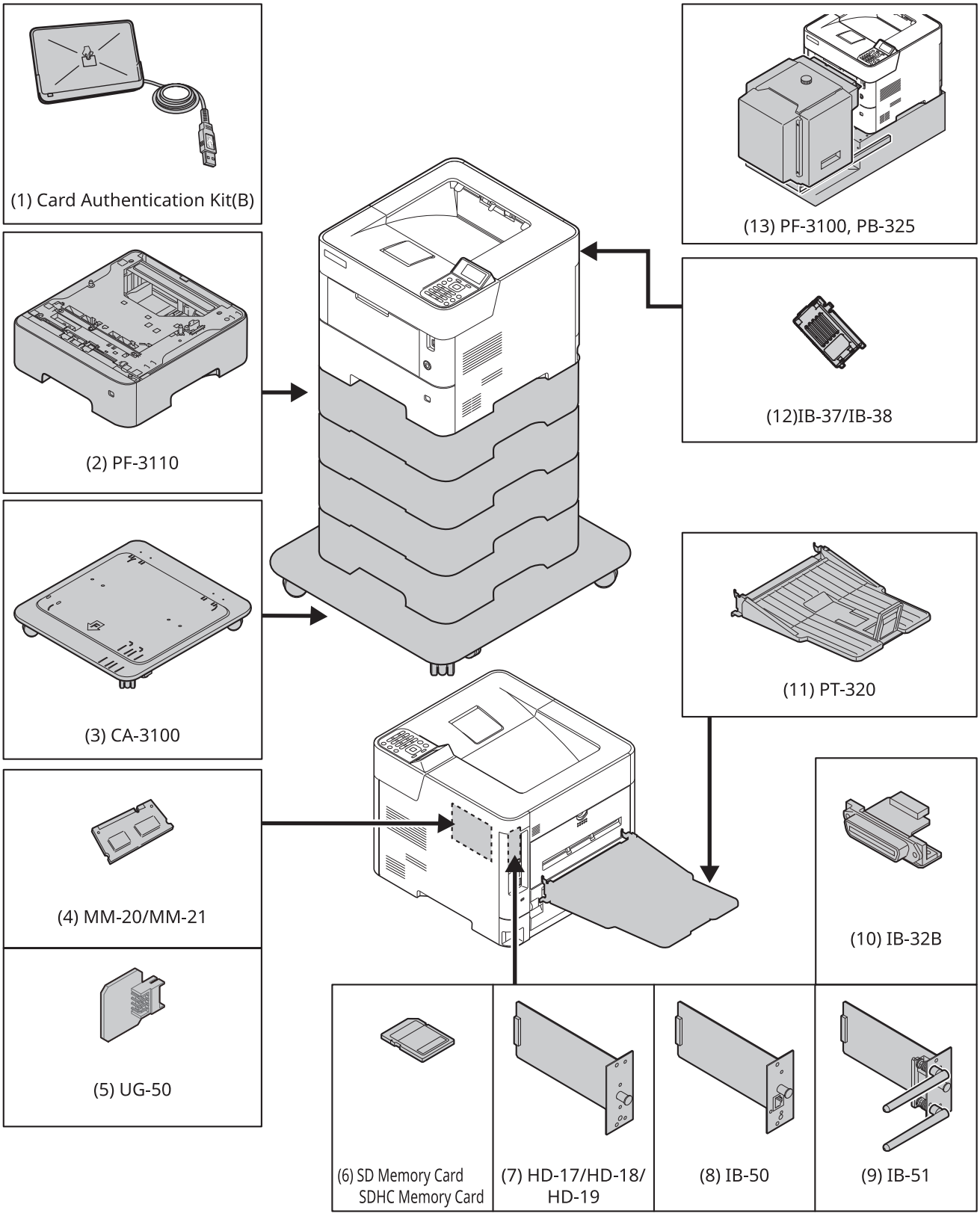
Optional Equipment

Overview of Optional Equipment

The following optional equipment is available for the machine.



(1) Card Authentication Kit(B) "Card Authentication Kit"

User login administration can be performed using ID cards. To do so, it is necessary to register ID card information on the previously registered local user list. For more information about how to register this information, refer to the following:

Card Authentication Kit(B) Operation Guide

(2) PF-3110 "Paper Feeder (500-sheet x1)"

Up to four additional cassettes identical to the machine's cassettes can be installed in the machine. Loading method are the same as the standard cassettes.

Loading in the Cassettes (page 3-4)

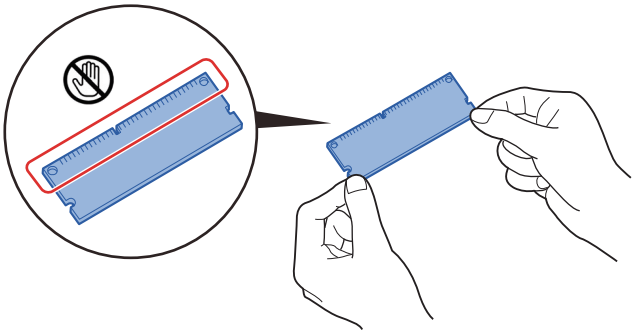
(3) CA-3100 "Castor kit"

If you are attaching Paper Feeder (500-sheet x1) to the printer and installing it on the floor, you can use the castor kit to maintain the machine's stability.

(4) MM-20/MM-21 "Expansion Memory"

The machine can perform the more multiple jobs simultaneously by adding more memories. You can increase the machine's memory up to 2,560 MB by plugging in the optional memory modules.

Precautions for Handling the Memory Modules



To protect electronic parts, discharge static electricity from your body by touching a water pipe (faucet) or other large metal object before handling the memory modules. Or, wear an antistatic wrist strap, if possible, when you install the memory modules.

(5) UG-50 "Trusted Platform Module"

You can secure sensitive information with this option. The encryption key used to encrypt confidential information on this machine is stored in a dedicated storage area on the TPM chip. Since this storage area cannot be read from outside the TPM, confidential information can be safely protected. If this option is installed, it cannot be used at the same time as SSD.

(6) "SD/SDHC Memory Card"

An SD/SDHC memory card is useful for storing fonts, macros, and overlays. The machine is equipped with a slot for an SDHC memory card with a maximum size of 32 GB, and an SD memory card with a maximum size of 2 GB.

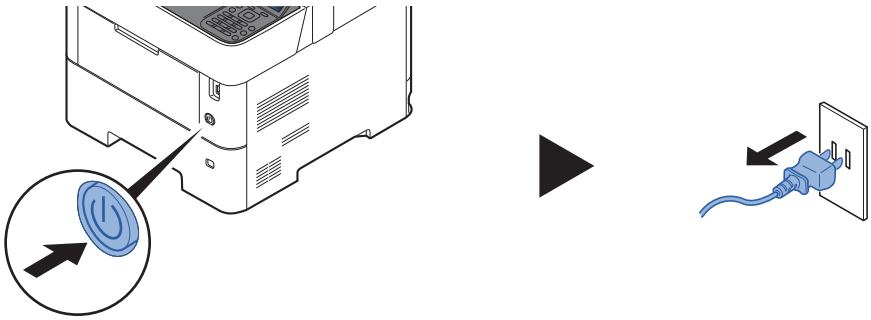
Reading the SD/SDHC Memory Card

Once inserted in the machine's slot, the contents of the SD/SDHC memory card can be read from the operation panel or automatically when you power on or reset the machine.

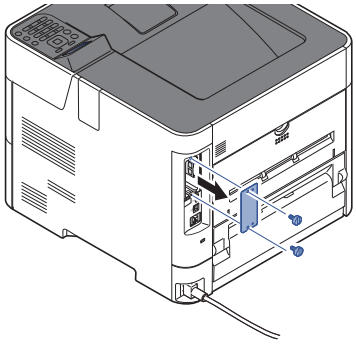
Installing and Formatting the SD/SDHC Memory Card

To use an unused SD/SDHC memory card, you must first use the machine to format the SD/SDHC memory card.

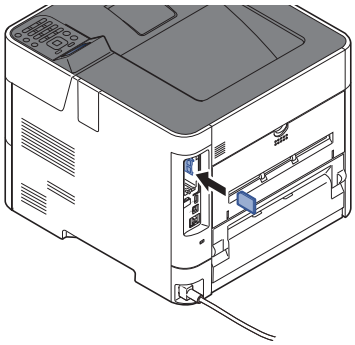
1 Turn off the machine and disconnect the power cord and interface cable.



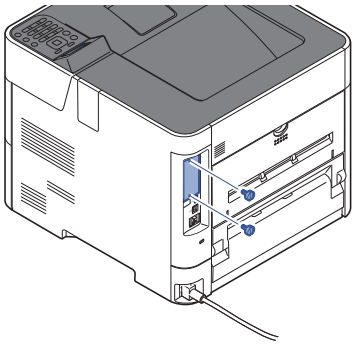
2 Remove the cover.



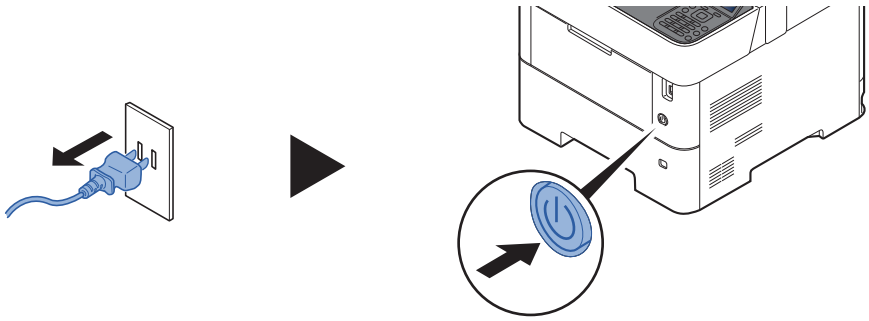
3 Insert the SD/SDHC memory card into the SD/SDHC memory card slot.



4 Replace the covers and close the rear cover.



5 Insert the power cord into the socket and turn on the power switch.



6 Format the SD/SDHC memory card from the operation panel.

For the procedure for formatting, refer to the following:

Format SD Card (page 8-33)

(7) HD-17/HD-18/HD-19 "SSD"

With SSD installed in the machine, received data can be rasterized and stored on this SSD. This enables high-speed printing of multiple copies using an electric sort function. Also, you can use the Document Box functions.

Using Document Boxes (page 5-3)

The security function can be used by installing the SSD.

Data Security (page 8-40)

Data Encryption/Overwrite OPERATION GUIDE

(8) IB-50 "Network Interface Kit"

The Network Interface Kit provides a high-speed connection for the Gigabit-per-second interface. Settings are possible for a variety of OS and network protocols.

IB-50 User's Manual

(9) IB-51 "Wireless Network Interface Kit"

This is a wireless LAN interface card which supports the wireless LAN specifications IEEE802.11n (Max 300 Mbps) and 11 g/b.

With the utilities supplied, settings are possible for a variety of OS and network protocols.

IB-51 User's Manual

(10) IB-32B "Parallel Interface Kit"

The parallel interface kit supports communications speeds up to 2 Mbps. Use a parallel printer cable when this option is used.

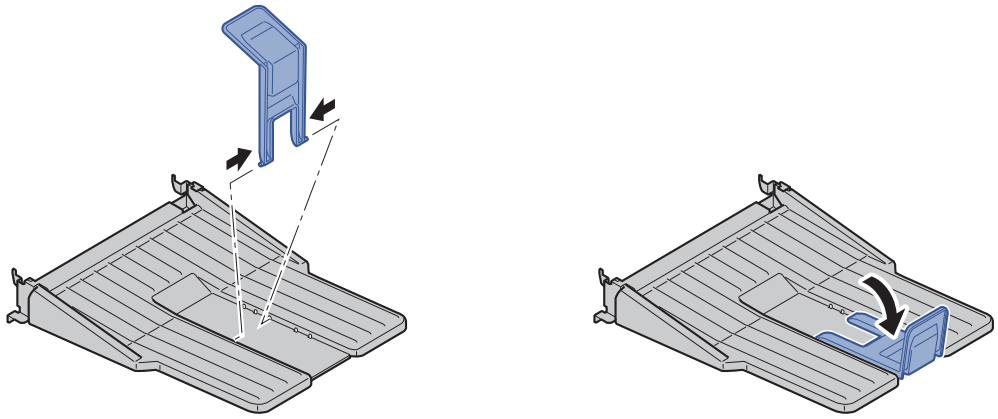
IB-32B User's Manual

(11) PT-320 "Face-up Rear Output Tray" (ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x)

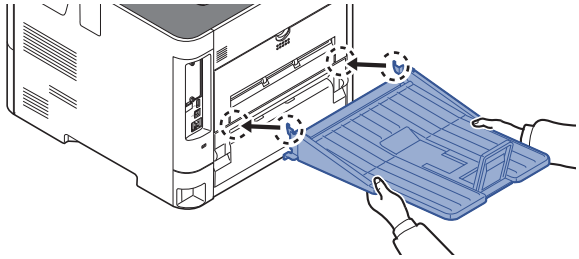
Use the faceup output tray when you wish paper to be stacked with the printed side facing up (reverse order).

Installing the Face-up Rear Output Tray

1 Install the paper stopper according to the size of paper to be used.



2 Install the Face-up Rear Output Tray on the rear of the machine.



(12) IB-37/IB-38 "Wireless Network Interface Kit"

These are wireless LAN Interface cards which support the following wireless LAN specifications.

IB-37: IEEE802.11 a/b/g/n/ac; IB-38: IEEE802.11 b/g/n

In addition, network printing is possible without using the wireless LAN router because Wi-Fi Direct is supported.

(13) PF-3100 "Large Capacity Feeder" PB-325 "Dedicated stand for mounting PF-3100"

Holds approximately 2,000 sheets of 76 to 216 mm × 148 to 305 mm size paper. This large capacity feeder can be attached to the front of the printer after the MP tray has been removed. A dedicated stand (PB-325) for mounting the PF-3100 is required, when this option is used.

Software option

(1) UG-33 "ThinPrint Option"

This application allows print data to be printed directly without a print driver.

(2) USB Keyboard "USB Keyboard"

A USB keyboard can be used to enter information into the text fields on the operation panel. A special mount is also available to install the keyboard on the machine. Please contact your dealer or service representative for information on keyboards that are compatible with your machine before you purchase one.

Optional Function

The applications listed below are installed on this machine.

Item	Application Name
Data Encryption/Overwrite	Data Encryption/Overwrite
UG-33	ThinPrint Option*1
CARD AUTHENTICATIONKIT(B)	Card Authentication Kit*1

*1 This can be used on a trial basis for a limited time.

NOTE

- Restrictions such as the number of times the application can be used during the trial period differ depending on the application.
- If you change the date/time while using the trial version of an application, you will no longer be able to use the application.

Starting Application Use

Use the procedure below to start using an application.

1 [Menu] > [▲] [▼] key > [Op Functions] > [OK] key

NOTE

If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 Select the desired application, and select the [OK] key.

3 [▲] [▼] key > [License On] > [OK] key

NOTE

You can view detailed information on the selected application by selecting [**Detail**].

4 [▲] [▼] key > [Official] > [OK] key

To use the application as a trial, select [**Trial**] without entering the license key.

5 Enter the license key > [OK] key

Some applications do not require you to enter a license key. If the license key entry screen does not appear, go to Step 6.

6 Select [Yes].

NOTE

If you started the Data Encryption/Overwrite or Thin Print option, turn the power OFF/ON.

Checking Details of Application

Use the procedure below to check the details of application.

1 [Menu] > [▲] [▼] key > [Op Functions] > [OK] key

NOTE
If the User Authentication screen appears, log in with a user who has the privilege to configure this setting. If you do not know your login User Name or Password, please contact your Administrator.

2 Select the desired application, and select the [OK] key.

3 [▲] [▼] key > [Detail] > [OK] key

You can view detailed information on the selected application. Select the [▶] key to view the next screen. Select the [◀] key to return to the previous screen.

The table below lists the item you can view.

Item
Function Name
License On
Trial Counts
Date of Trial
Status

Extend the trial period.

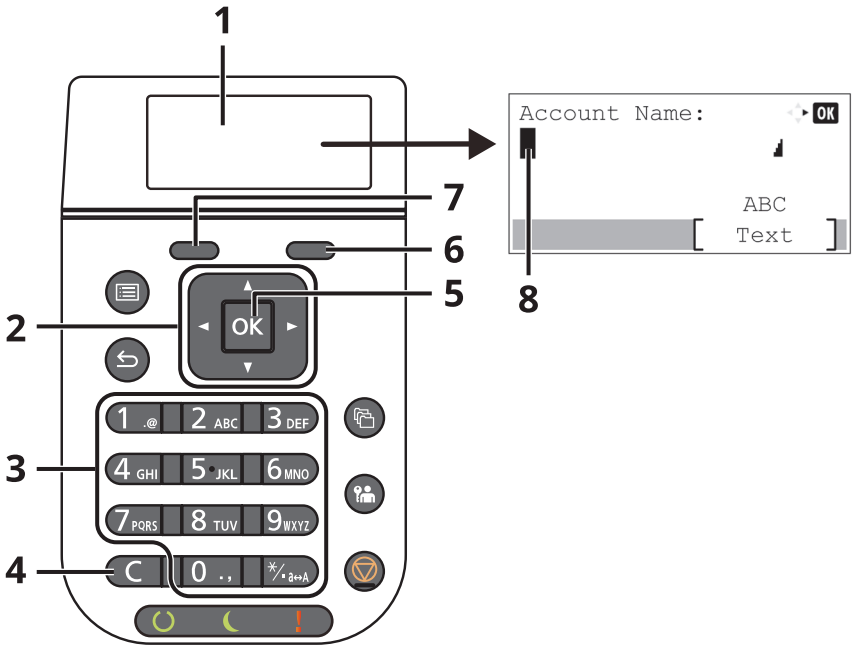
[◀] [▶] key > [**Date of Trial**] > [**Extend**] > [**Yes**]

The trial period is extended.

Character Entry Method

Using the Keys

Use the following keys to enter characters.



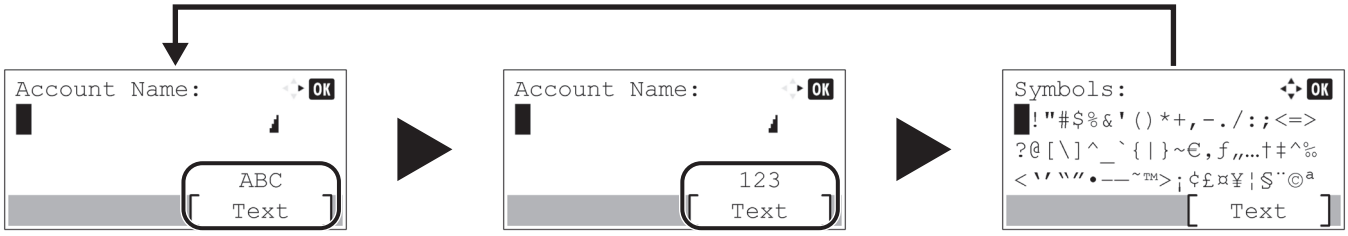
No.	Display/Key	Description
1	Message Display	Displays entered characters.
2	Arrow keys	Select to select the entry position, or select a character from the character list.
3	Numeric keys	Select to enter characters and symbols.
4	[**Clear**] key	Select to delete characters.
5	[**OK**] key	Select to finalize entry and return to the screen before the entry. To enter a symbol, select to confirm the selected symbol.
6	Right Select key	Select to select the type of characters you want to enter. (When [**Text**] is displayed)
7	Left Select key	
8	Cursor	Characters are entered at the position of the cursor.

Selecting Type of Characters

To enter characters, the following three types are available:

Types	Description
ABC	To enter alphabets.
123	To enter numerals.
Symbols	To enter symbols.

In a character entry screen, select [**Text**] to select the type of characters you want to enter.



Each time you select [**Text**], the character type switches as follows: [**ABC**], [**123**], [**Symbols**], [**ABC**] ...

Characters That Can be Entered Using the Numeric Keys

The following table lists the characters that can be entered using the numeric keys.

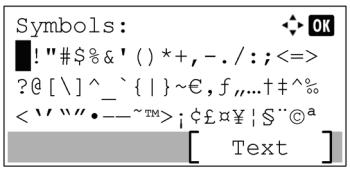
Keys	Characters (Each press of a key changes the character in the order from left to right.)
1 .@	. @ - _ / : ~ 1 (Repeats from the first character on the left)
	1 (During number entry)
2 ABC	a b c A B C 2 (Repeats from the first character on the left)
	2 (During number entry)
3 DEF	d e f D E F 3 (Repeats from the first character on the left)
	3 (During number entry)
4 GHI	g h i G H I 4 (Repeats from the first character on the left)
	4 (During number entry)
5 JKL	j k l J K L 5 (Repeats from the first character on the left)
	5 (During number entry)
6 MNO	m n o M N O 6 (Repeats from the first character on the left)
	6 (During number entry)
7 PQRS	p q r s P Q R S 7 (Repeats from the first character on the left)
	7 (During number entry)
8 TUV	t u v T U V 8 (Repeats from the first character on the left)
	8 (During number entry)
9 WXYZ	w x y z W X Y Z 9 (Repeats from the first character on the left)
	9 (During number entry)

Keys	Characters (Each press of a key changes the character in the order from left to right.)									
0 .,	.	,	-	_	'	!	?	(space)	0	(Repeats from the first character on the left)
	0 (During number entry)									
*/·a↔A	Select to change the character in the cursor position between upper case and lower case.									
	"*" or "." (During number entry)									

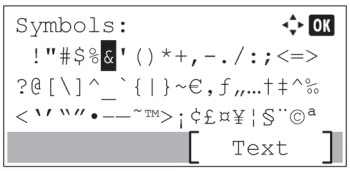
Entering Symbols

Symbols can be entered.

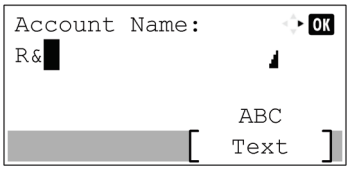
1 Select the [**#**] key. Displays the symbol list.



2 Select the [▲], [▼], [▶] or [◀] key to move the cursor and select the symbol to be entered.



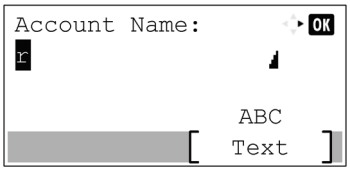
3 Select the [**OK**] key. The selected symbol is entered.



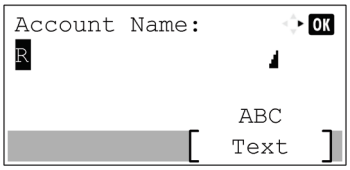
Entering Characters

Follow the steps shown below to enter "R&D" for example.

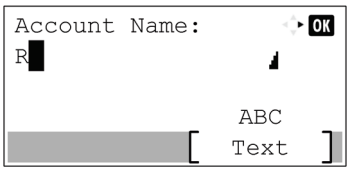
1 Select the [**7**] key three times. [**r**] is entered.



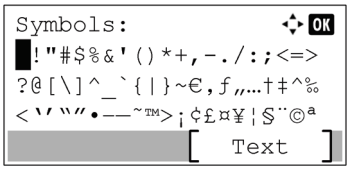
2 Select the [***/.**] key. [**r**] changes to [**R**].



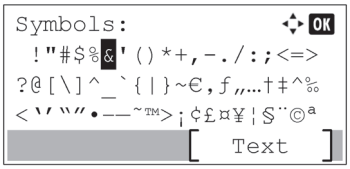
3 Select the [▶] key. The cursor moves to the right.



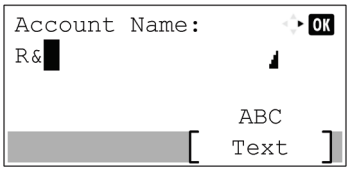
4 Select the [**#**] key. Displays the symbol list.



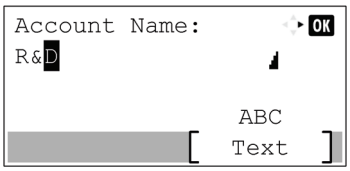
5 Select the [▲] or [▼] key to move the cursor and select [**&**].



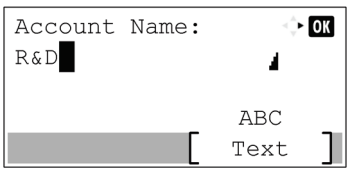
6 Select the [**OK**] key. [**&**] is entered.



7 Select the [**3**] key four times. [**D**] is entered.



8 Select the [▶] key.



Paper

This section explains the paper sizes and types that can be used in the paper source.

For details on the sizes, types, and number of sheets of paper that can be loaded in each paper tray, refer to the following:

Specifications (page 11-22)

Basic Paper Specifications

This machine is designed to print on standard copy paper as used in regular ('dry') copiers and page printers such as laser printers. It also supports a variety of other types of paper that conform to the specifications given in this appendix.

Be careful when choosing paper. Paper unsuitable for the machine may cause jams or may be wrinkled.

Supported Paper

Use standard copy paper for regular copiers or laser printers. The printing quality will be affected by the quality of paper. Poor quality paper may result in unsatisfactory output.

Basic Paper Specifications

The following table lists the specifications of paper that is supported with this machine. Refer to the subsequent sections for further details.

Criteria	Specifications
Weight	Cassettes: 60 to 120 g/m^2
	Multi purpose tray: 60 to 220 g/m^2
Dimensional accuracy	±0.7 mm
Squareness of corners	90° ±0.2°
Moisture content	4 to 6%
Pulp content	80% or more

NOTE

Some recycled paper does not meet requirements for use with this machine as listed in the Basic Paper Specifications shown below, such as moisture or pulp content. For this reason, we recommend purchasing a small amount of recycled paper as a sample for testing prior to use. Choose recycled paper that gives the best printing results and contains low levels of paper dust.

We are not responsible for the problems occurred from the use of paper that does not conform to our specifications.

Choosing the Appropriate Paper

This section describes guidelines for choosing paper.

Condition

Avoid using paper with bent corners or that is curled, dirty, or torn. Do not use paper that has a rough surface or paper fiber lint, or that is especially delicate. Use of paper in any of these conditions will not only deliver poor copies but may also cause jams and shorten the useful life of the machine. Choose paper with a smooth and even surface; however, avoid coated paper or paper with a treated surface as it may damage the drum or fusing unit.

Ingredients

Do not use paper such as paper that has been coated or surface-treated or paper that contains plastic or carbon. Those types of paper may produce harmful fumes from the heat of printing and may damage the drum.

Be sure to use the standard paper that contains at least 80% pulp, i.e., not more than 20% of the total paper content consists of cotton or other fibers.

Smoothness

The paper surface should be smooth, but it must be uncoated. With paper that is too smooth and slippery, several sheets may accidentally be supplied at once, causing jams.

Basis Weight

In countries that use the metric system, basis weight is the weight in grams of one sheet of paper one square meter in area. In the United States, basis weight is the weight in pounds of one ream (500 sheets) of paper cut to the standard size (or trade size) for a specific grade of paper. Paper that is too heavy or too light may be supplied incorrectly or cause paper jams, which may cause excessive wear of the machine. Mixed paper weight (i.e., thickness) may cause several sheets to be supplied at once accidentally and may also cause blurring or other printing problems if the toner fails to adhere correctly.

Moisture Content

Paper moisture content is the ratio of moisture to dryness expressed as a percentage. Moisture affects how the paper is supplied, the electrostatic chargeability of the paper, and how the toner adheres.

Paper moisture content varies depending on the relative humidity in the room. High relative humidity causes paper to become damp, making the edges expand so it appears wavy. Low relative humidity causes paper to lose moisture, making the edges tighten and weakening print contrast.

Wavy or tight edges may cause the paper to slip when it is supplied. Try to keep the moisture content between 4 to 6%.

To maintain the right level of moisture content, bear in mind the following considerations.

- Store paper in a cool, well-ventilated place.
- Store paper flat and unopened in the package. Once the package is opened, reseal it if the paper is not to be used for a while.
- Store paper sealed in the original package and box. Put a pallet under the carton to keep it raised above the floor. Especially during rainy seasons keep the paper a sufficient distance away from wooden or concrete floors.
- Before using paper that has been stored, keep it at the proper moisture level for at least 48 hours.
- Do not store paper where it is exposed to heat, sunlight, or dampness.

Other Paper Specifications

Porosity: The density of the paper fibers.

Stiffness: Paper must be stiff enough or it may buckle in the machine, causing jams.

Curl: Most paper naturally tends to curl after the package is opened. When paper passes through the fixing unit, it curls upward slightly. To deliver flat printouts, load the paper so that the curl faces towards the bottom of the paper tray.

Static electricity: During printing, paper is electrostatically charged so that the toner adheres. Choose paper that can be discharged quickly so that copies do not cling together.

Whiteness: Paper whiteness affects print contrast. Use whiter paper for sharper, brighter copies.

Quality: Machine problems may occur if sheet sizes are not uniform or if corners are not square, edges are rough, sheets are uncut, or edges or corners are crushed. In order to prevent these problems, be especially careful when you cut the paper yourself.

Packaging: Choose paper that is properly packaged and stacked in boxes. Ideally, the packaging itself should have been treated with a coating to inhibit moisture.

Specially treated paper: We do not recommend printing onto the following types of paper, even if it conforms to the basic specifications. When you use these kinds of paper, purchase a small amount first as a sample to test.

- Glossy paper
- Watermarked paper
- Paper with an uneven surface
- Perforated paper

Paper Sizes that can be Used with This Machine

Paper of the following sizes is supported by the machine.

Measurements in the table take into account a ±0.7 mm dimensional accuracy for length and width. Corner angles must be 90° ± 0.2°.

Paper Size	Cassette 1	Cassettes 2 to 5	Multi Purpose Tray
Envelope Monarch (3-7/8 × 7-1/2")	Paper of this size cannot be set	Paper of this size can be set	Paper of this size can be set
Envelope #10 (4-1/8 × 9-1/2")	Paper of this size cannot be set	Paper of this size can be set	Paper of this size can be set
Envelope DL (110 × 220 mm)	Paper of this size can be set*[1]	Paper of this size can be set	Paper of this size can be set
Envelope C5 (162 × 229 mm)	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
Executive (7-1/4 × 10-1/2")	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
Letter	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
Legal	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
A4 (297 × 210 mm)	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
B5 (257 × 182 mm)	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set

Paper Size	Cassette 1	Cassettes 2 to 5	Multi Purpose Tray
A5 (210 × 148 mm)	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
A6 (148 × 105 mm)	Paper of this size can be set*1	Paper of this size cannot be set	Paper of this size can be set
B6 (182 × 128 mm)	Paper of this size can be set*1	Paper of this size can be set	Paper of this size can be set
Envelope #9 (3-7/8 × 8-7/8")	Paper of this size cannot be set	Paper of this size can be set	Paper of this size can be set
Envelope #6 (3-5/8 × 6-1/2")	Paper of this size cannot be set	Paper of this size can be set	Paper of this size can be set
ISO B5 (176 × 250 mm)	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
Hagaki (Cardstock) (100 × 148 mm)	Paper of this size cannot be set	Paper of this size cannot be set	Paper of this size can be set
Oufuku hagaki (Return postcard) (148 × 200 mm)	Paper of this size can be set*1	Paper of this size can be set	Paper of this size can be set
Oficio II	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
216 × 340 mm	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
16K (273 × 197 mm)	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
Statement	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
Folio (210 × 330 mm)	Paper of this size can be set	Paper of this size can be set	Paper of this size can be set
Nagagata 3 (120 × 235 mm)	Paper of this size cannot be set	Paper of this size can be set	Paper of this size can be set
Nagagata 4 (90 × 205 mm)	Paper of this size cannot be set	Paper of this size cannot be set	Paper of this size can be set
Yonaga 3 (120 × 235 mm)	Paper of this size cannot be set	Paper of this size can be set	Paper of this size can be set
Youkei 4 (105 × 235 mm)	Paper of this size cannot be set	Paper of this size can be set	Paper of this size can be set
Youkei 2 (114 × 162 mm)	Paper of this size cannot be set	Paper of this size can be set	Paper of this size can be set
Custom	Cassette 1: ECOSYS PA4500x 140 × 210 to 216 × 356 mm ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x 105 × 148 to 216 × 356 mm Cassettes 2 to 5: 92 × 162 to 216 × 356 mm Multi Purpose Tray: 70 × 140 to 216 × 356 mm		

*1 ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x only.

Special Paper

This section describes printing onto special paper and print media.

The following paper and media can be used.

- Transparencies
- Preprinted paper
- Bond paper
- Recycled paper
- Thin paper
- Letterhead
- Colored paper
- Prepunched paper
- Envelopes
- Hagaki (Cardstock)
- Thick paper
- Labels
- High-quality paper

When using these paper and media, choose those that are designed specifically for copiers or page printers (such as laser printers). Use the multi purpose tray for transparencies, thick paper, envelopes, cardstocks, and label paper.

Choosing Special Paper

Although special paper that meets the following requirements can be used with the machine, print quality will vary considerably due to differences in the construction and quality of special paper. Thus, special paper is more likely than regular paper to cause printing problems. Before purchasing special paper in volume, try testing a sample to ensure the print quality is satisfactory. General precautions when printing onto special paper are given below. Note that we are not responsible for any harm to the user or damage to the machine caused by moisture or specifications of special paper.

Select a cassette or multi purpose tray for special paper.

Transparencies

Transparencies must be able to withstand the heat of printing. Transparencies must meet the following conditions.

Heat resistance	Must withstand at least 190°C
Thickness	0.100 to 0.110 mm
Material	Polyester
Dimensional accuracy	±0.7 mm
Squareness of corners	90° ±0.2°

To avoid problems, use the multi purpose tray for transparencies and load transparencies with the long side facing the machine.

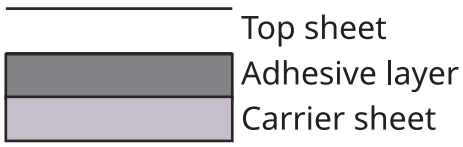
If transparencies jam frequently at output, try pulling the leading edge of sheets gently as they are ejected.

Label

Be sure to feed labels from the multi purpose tray.

For selecting labels, use extreme care so that the adhesive may not come in direct contact with any part of the machine and that the labels are not easily peeled from the carrier sheet. Adhesives that stick to the drum or rollers and peeled labels remaining in the machine may cause a failure.

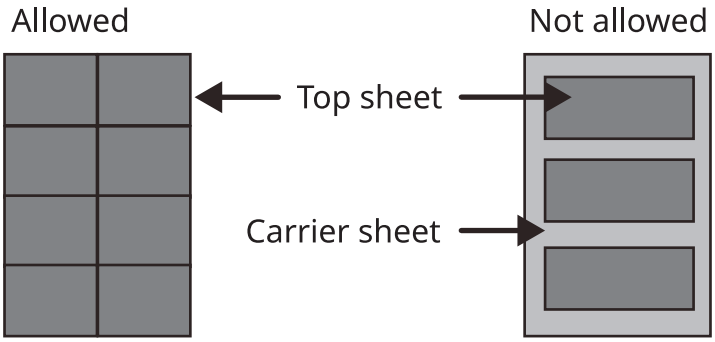
When printing onto labels, you must be liable for the print quality and possible trouble.



Labels consist of three layers as shown in the illustration. The adhesive layer contains materials that are easily affected by the force applied in the machine. The carrier sheet bears the top sheet until the label is used. This composition of labels may cause more problems.

The label surface must be covered completely with the top sheet. Gaps between labels may cause peeling of labels, resulting in a serious failure.

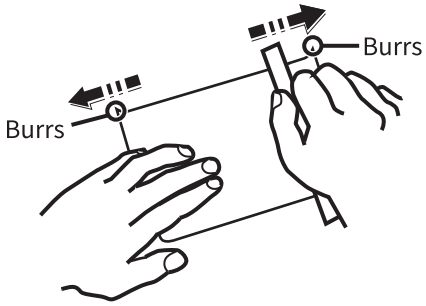
Some label paper has large margins on the top sheet. When using such paper, do not peel these margins from the carrier sheet before completing output.



Use label paper that conforms to the following specifications.

Top sheet weight	44 to 74 g/m²
Basis weight (overall paper weight)	104 to 151 g/m²
Top sheet thickness	0.086 to 0.107 mm
Overall paper thickness	0.115 to 0.145 mm
Moisture content	4 to 6 % (composite)

Hagaki (Cardstock)



Before loading Hagaki (Cardstock) into the multi purpose tray, fan them and align the edges. If the Hagaki (Cardstock) paper is curled, straighten it before loading. Printing onto curled Hagaki (Cardstock) may cause jams.

Use unfolded Oufuku hagaki (Return postcard) (available at post offices). Some Hagaki (Cardstock) may still have rough edges developed by a paper cutter on the back side. Remove any such rough edges by placing the Hagaki (Cardstock) on a flat surface and rubbing the edges gently a few times with a ruler.

Envelopes

Envelopes should be fed from the MP tray with the print-side up or the optional paper feeder with the print-side up.

NOTE
Do not load paper above the load limits located on the paper width guide of the optional paper feeder.

Due to the structure of envelopes, printing evenly over the entire surface may not be possible in some cases. Thin envelopes in particular may be wrinkled by the machine in some cases as they pass through. Before purchasing envelopes in volume, try testing a sample to ensure the print quality.

Storing envelopes for a long period may cause them to become wrinkled. Thus, keep the package sealed until you are ready to use them.

Keep the following points in mind.

- Do not use envelopes with exposed adhesive. In addition, do not use the type of envelope in which the adhesive is exposed after the top layer is peeled off. Serious damage may be caused if the paper covering the adhesive comes off in the machine.
- Do not use envelopes with certain special features. For example, do not use envelopes with a grommet for winding a string to close the flap or envelopes with an open or film-covered window.
- If paper jams occur, load fewer envelopes at once.

Thick Paper

Before loading thick paper in the multi purpose tray, fan it and align the edges. Some thick paper may still have rough edges developed by a paper cutter on the back side. Remove any such rough edges just as with Hagaki (Cardstock) by placing the paper on a flat surface and rubbing the edges gently a few times with a ruler. Printing onto paper with rough edges may cause jams.

NOTE
If the paper is not supplied correctly even after it is smoothed, load the paper in the multi purpose tray with the leading edge raised a few millimeters.

Colored Paper

Colored paper must conform to the specifications.

Basic Paper Specifications (page 11-14)

In addition, the pigments in the paper must be able to withstand the heat of printing (up to 200°C or 392°F).

Preprinted Paper

Preprinted paper must conform to the specifications.

Basic Paper Specifications (page 11-14)

The colored ink must be able to withstand the heat of printing. It must be resistant to silicone oil as well. Do not use paper with a treated surface such as glossy paper used for calendars.

Recycled Paper

Recycled paper must conform to the specifications; however, its whiteness may be considered separately.

Basic Paper Specifications (page 11-14)

NOTE

Before purchasing recycled paper in volume, try testing a sample to ensure satisfactory print quality.

Specifications

IMPORTANT
Specifications are subject to change without notice.

Machine

Item		Description
Type		Desktop
Printing Method		Electrophotography by semiconductor laser
Paper Weight	**Cassette**	60 to 120 g/m^2
	Multi Purpose Tray	60 to 220 g/m^2
Paper Type	**Cassette**	Plain, Rough, Recycled, Preprinted, Bond, Color (Colour), Prepunched, Letterhead, High Quality, Custom 1 to 8 (Duplex: Same as Simplex)
	Multi Purpose Tray	Plain, Transparency (OHP film), Rough, Vellum, Labels, Recycled, Preprinted, Bond, Cardstock, Color (Colour), Prepunched, Letterhead, Envelope, Thick, High Quality, Custom 1 to 8
Paper Size	**Cassette**	A4, A5, A5 (Landscape), A6*1, B5, B6*1, Letter, Legal, Statement, Statement (Landscape)*1, Executive,Oficio II, Folio, 216 × 340 mm, 16K, B5 (ISO), Envelope DL*1, Envelope C5, Oufuku Hagaki*1, Custom (ECOSYS PA4500x: 140 × 210 to 216 × 356 mm, ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x: 105 × 148 to 216 × 356 mm)
	Multi Purpose Tray	A4, A5, A5 (Landscape), A6, B5, B6, Folio, 216 × 340 mm, Letter, Legal, Statement, Statement (Landscape), Executive, Oficio II, 16K, B5 (ISO), Envelope #10, Envelope #9, Envelope #6 3/4, Envelope Monarch, Envelope DL, Envelope C5, Hagaki (Cardstock), Oufuku Hagaki (Return postcard), Nagagata 3, Nagagata 4, Yonaga 3, Youkei 4, Youkei 2, Custom (70 × 140 mm to 216 × 356 mm) Banner sheet (216 × 470.1 mm to 216 × 915 mm)
Warm-up Time (22°C/71.6°F, 60%)	**Power on**	ECOSYS PA4500x: 16 seconds or less ECOSYS PA5000x: 20 seconds or less ECOSYS PA5500x: 25 seconds or less ECOSYS PA6000x: 25 seconds or less
	Sleep	ECOSYS PA4500x: 15 seconds or less ECOSYS PA5000x: 20 seconds or less ECOSYS PA5500x: 25 seconds or less ECOSYS PA6000x: 25 seconds or less
Paper Capacity	**Cassette**	500 sheets (80 g/m^2) *2
	Multi Purpose Tray	100 sheets (80 g/m^2)

*1 ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x inch models only.
*2 Up to upper limit height line in the cassette.

Item		Description
Output Tray Capacity	**Top tray**	ECOSYS PA4500x: 250 sheets (80 g/m^2) ECOSYS PA5000x/ECOSYS PA5500x/ECOSYS PA6000x 500 sheets (80 g/m^2)
Image Write System		Semiconductor laser and electrophotography
Memory		512 MB
Interface	**Standard**	USB Interface Connector: 1 (Hi-Speed USB) Network interface: 1 (10 BASE-T/100 BASE-TX/1000 BASE-T) USB Port: 2 (Hi-Speed USB)
	Option	eKUIO: 1
Operating Environment	**Temperature**	10 to 32.5°C/50 to 90.5°F
	Humidity	15 to 80 %
	Altitude	3,500 m/11,482 ft maximum
	Brightness	1,500 lux maximum
Dimension (W × D × H)	**ECOSYS PA4500x**	15.36" × 16.38" × 12.13" 390 × 416 × 308 mm
	ECOSYS PA5000x **ECOSYS PA5500x**	15.36" × 16.38" × 13.51" 390 × 416 × 343 mm
	ECOSYS PA6000x	16.15" × 16.38" × 14.30" 410 × 416 × 363 mm
Weight (without toner container)	**ECOSYS PA4500x**	Approx. 31.1 lb/Approx. 14.1 kg
	ECOSYS PA5000x **ECOSYS PA5500x** **ECOSYS PA6000x**	Approx. 34.2 lb/Approx. 15.5 kg
Space Required (W × D) **(Using multi purpose tray)**	**ECOSYS PA4500x** **ECOSYS PA5000x** **ECOSYS PA5500x**	15.36" × 23.86" 390 × 606 mm
	ECOSYS PA6000x	16.15" × 23.86" 410 × 606 mm
Power Source		120 V Specification Model: 120 V ~ 60 Hz 10.0 A 230 V Specification Model: 220 - 240 V ~ 50/60 Hz 5.6 A
The power consumption of the product in networked standby (If all network ports are connected.)		The information is available at the website below. https://www.kyoceradocumentsolutions.eu/en/about-us/our-brand/environmental-policy.html
Options		➔ Optional Equipment (page 11-2)

Printer Functions

Item		Description	
Printing Speed	**ECOSYS PA4500x**	A4	45 sheets/min
		Letter	47 sheets/min
		Legal	38 sheets/min
		B5	36 sheets/min
		A5	23 sheets/min
		Statement	23 sheets/min
	ECOSYS PA5000x	A4	50 sheets/min
		Letter	52 sheets/min
		Legal	42 sheets/min
		B5	40 sheets/min
		A5	27 sheets/min
		A5 (Landscape)	74 sheets/min
		Statement	27 sheets/min
		Statement (Landscape)	76 sheets/min
		A6	27 sheets/min
	ECOSYS PA5500x	A4	55 sheets/min
		Letter	57 sheets/min
		Legal	46 sheets/min
		B5	44 sheets/min
		A5	29 sheets/min
		A5 (Landscape)	82 sheets/min
		Statement	29 sheets/min
		Statement (Landscape)	84 sheets/min
		A6	29 sheets/min
	ECOSYS PA6000x	A4	60 sheets/min
		Letter	62 sheets/min
		Legal	50 sheets/min
		B5	48 sheets/min
		A5	32 sheets/min
		A5 (Landscape)	90 sheets/min
		Statement	32 sheets/min
		Statement (Landscape)	92 sheets/min
		A6	32 sheets/min
First Print Time (A4, feed from Cassette)		ECOSYS PA4500x: 5.3 seconds or less ECOSYS PA5000x: 5.4 seconds or less ECOSYS PA5500x/ECOSYS PA6000x: 4.5 seconds or less	
Resolution		Fast1200, Fine1200, 600 dpi, 300dpi	
Operating System		Windows 8.1, Windows 10, Windows 11, Windows Server 2008/R2, Windows Server 2012/R2, Windows Server 2016, Windows Server 2019, Mac OS 10.9 or later	
Interface		USB Interface Connector: 1 (Hi-Speed USB) Network interface: 1 (10 BASE-T/100 BASE-TX/1000 BASE-T) Optional Interface (Option): 1 (For IB-50/IB-51 mounting) Wireless LAN (Option): 1 (For IB-37/IB-38 mounting)	
Page Description Language		PRESCRIBE	
Emulations		PCL6 (PCL-XL, PCL5c), KPDL3, PDF, XPS, Open XPS, TIFF/JPEG, URF, PWG Raster, PCLm, IBM Proprinter, LQ-850, LinePrint	

Paper Feeder (500-sheet) (Option)

Item	Description
Paper Supply Method	Friction roller feeder (No. Sheets: 500, 80 g/m²)
Paper Size	A4, A5, B5, B6, Folio, Letter, Legal, Statement, Executive, Oficio II, 216 × 340 mm, 16K, B5 (ISO), Envelope #10, Envelope #9, Envelope #6 3/4, Envelope Monarch, Envelope DL, Envelope C5, Oufuku Hagaki (Return postcard), Nagagata 3, Yonaga 3, Youkei 4, Youkei 2, Custom (92 × 162 to 216 × 356 mm)
Supported Paper	Paper weight: 60 to 120 g/m² Media types: Plain, Rough, Recycled, Preprinted, Bond, Color (Colour), Prepunched, Letterhead, Letter, High Quality, Custom 1 to 8
Dimensions **(W) × (D) × (H)**	14.97" × 16.16" × 4.77" 380 × 410 × 121 mm
Weight	8.4 lbs. or less/ 3.8 kg or less

Large Capacity Feeder (2000-sheet) (Option)

Item	Description
Paper size	Envelope Monarch, Envelope #10, Envelope DL, Envelope C5, Executive, Letter, A4, B5, A5, A6, B6, Envelope #9, Envelope #6, ISO B5, Custom, Hagaki, Oufuku Hagaki, 16K, Statement, Nagagata 3, Nagagata 4, Yonaga 3, Youkei 2 and Youkei 4
Paper type	Plain, Transparency, Preprinted, Labels, Bond, Recycled, Vellum, Rough, Letterhead, Color, Prepunched, Envelope, Cardstock, Thick, High Quality, and CUSTOM 1 (to 8)
Paper capacity	2,000 sheets (75 g/m2)
Dimensions (W × D × H)	345 × 420 × 371 mm 13 37/64 × 13 17/32 × 14 39/64"
Weight	7.5 kg or less (16.54 lbs or less)

NOTE
Consult your dealer or service representative for recommended paper types.

Back up Data

If the SSD, HDD or this machine's memory mounted on the main unit fails for some reason, the box files and various settings saved will be erased and cannot be restored. To prevent data erasure, make regular backups as follows:

- Take a backup using KYOCERA Net Viewer

Data backup using KYOCERA Net Viewer (page 11-26)

- Take a backup using Command Center RX

Data backup using Command Center RX (page 11-26)

Data backup using KYOCERA Net Viewer

Use KYOCERA Net Viewer to regularly back up the data below that is saved on the machine.

- System Settings
- Network Settings
- User List
- Document Box Settings (excluding files in the document box)

Data backup using Command Center RX

Use Command Center RX to regularly back up data saved in the Document Box to your PC. This section describes the procedure for backing up the data in the document box.

1 Display the screen.

1. Launch a web browser
2. In the address or location bar, enter the machine's IP address or the host name.

   Click in the following order to check the machine's IP address and the host name.

   [**Status**] in the home screen > [▲] [▼] key > [**Network**] > [**OK**] key

   Click the number or name of the Custom Box in which the document is stored.

2 Download Document

1. Select the document data you want to download to your PC.

   Only the data of one document can be downloaded at a time.
2. Click the [**Download**] icon. The selected document is displayed in [**Print Settings**].
3. Specify the [**Image Quality**] and [**File Format**] as needed.
4. Click [**Download**].

Functions List of Security Quick Setup

The functions set at each level of Security Quick Setup are as follows: After selecting the level, set it individually according to your environment.

TLS

Level 1	Level 2	Level 3
On	On	On

Settings for Server Function

Can only be set with Command Center RX.

TLS Version

Level 1	Level 2	Level 3
TLS1.1, TLS1.2, TLS1.3	TLS1.2, TLS1.3	TLS1.2, TLS1.3

Valid Cryptography

Level 1	Level 2	Level 3
3DES, AES, AES-GCM, AES, CHACHA20/POLY1305	AES-GCM, AES, CHACHA20/POLY1305	AES-GCM, AES, CHACHA20/POLY1305

Hash

Level 1	Level 2	Level 3
SHA1, SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

IPP Security

Level 1	Level 2	Level 3
Secure (IPPS)	Secure (IPPS)	Secure (IPPS)

HTTPS Security

Level 1	Level 2	Level 3
Secure (HTTPS)	Secure (HTTPS)	Secure (HTTPS)

Enhanced WSD Security

Level 1	Level 2	Level 3
Secure (Enhanced WSD over TLS)	Secure (Enhanced WSD over TLS)	Secure (Enhanced WSD over TLS)

eSCL Security

Level 1	Level 2	Level 3
Non-secure (eSCL over TLS and eSCL)	Secure (eSCL over TLS)	Secure (eSCL over TLS)

Settings for Client Function

Can only be set with Command Center RX.

TLS Version

Level 1	Level 2	Level 3
TLS1.1, TLS1.2, TLS1.3	TLS1.2, TLS1.3	TLS1.2, TLS1.3

Valid Cryptography

Level 1	Level 2	Level 3
3DES, AES, AES-GCM, AES, CHACHA20/POLY1305	AES-GCM, AES, CHACHA20/POLY1305	AES-GCM, AES, CHACHA20/POLY1305

Hash

Level 1	Level 2	Level 3
SHA1, SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

Certificate Check

Level 1	Level 2	Level 3
	On	On

Certificate check Hash algorithm

Level 1	Level 2	Level 3
	SHA-2(256/384)	SHA-2(256/384)

IPv4 Settings (Wired Network)

Can only be set with Command Center RX.

DNS over TLS

Level 1	Level 2	Level 3
Off	Auto	On

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

IPv4 Settings (Wireless Network)

Can only be set with Command Center RX.

DNS over TLS

Level 1	Level 2	Level 3
Off	Auto	On

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

IPv6 Settings (Wired Network)

Can only be set with Command Center RX.

DNS over TLS

Level 1	Level 2	Level 3
Off	Auto	On

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

IPv6 Settings (Wireless Network)

Can only be set with Command Center RX.

DNS over TLS

Level 1	Level 2	Level 3
Off	Auto	On

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

Transmission protocol: FTP Client (Transmission)

Can only be set with Command Center RX.

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

Other Protocols: HTTP (Client)

Can only be set with Command Center RX.

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

Other Protocols: SOAP

Can only be set with Command Center RX.

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

Other Protocols: LDAP

Can only be set with Command Center RX.

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

Transmission Protocols: SMTP (Sending Emails)

Can only be set with Command Center RX.

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

Email: POP3 User Settings

Can only be set with Command Center RX.

Automatic Certificate Verification

Level 1	Level 2	Level 3
Expiration Date	Expiration Date	Expiration Date

Hash

Level 1	Level 2	Level 3
SHA-2(256/384)	SHA-2(256/384)	SHA-2(256/384)

Print protocols

NetBEUI

Level 1	Level 2	Level 3
On	Off	Off

LPD

Level 1	Level 2	Level 3
On	On	Off

FTP (Receiving)

Level 1	Level 2	Level 3
On	Off	Off

IPP

Level 1	Level 2	Level 3
On	Off	Off

IPP over TLS

Level 1	Level 2	Level 3
On		On

Raw

Level 1	Level 2	Level 3
On	On	Off

ThinPrint

Level 1	Level 2	Level 3
On	Off	Off

ThinPrint over TLS

Level 1	Level 2	Level 3
On	Off	Off

WSD Print

Level 1	Level 2	Level 3
On	Off	Off

POP (Receiving Emails)

Level 1	Level 2	Level 3
Off	Off	Off

Other Protocols

SNMPv1/v2c

Level 1	Level 2	Level 3
On	On	Off

SNMPv3

Level 1	Level 2	Level 3
On	On	Off

HTTP

Level 1	Level 2	Level 3
On	Off	Off

HTTPS

Level 1	Level 2	Level 3
On	On	On

Enhanced WSD

Level 1	Level 2	Level 3
On	Off	Off

Enhanced WSD (TLS)

Level 1	Level 2	Level 3
On	On	On

LDAP

Level 1	Level 2	Level 3
Off	Off	Off

LLTD

Level 1	Level 2	Level 3
Off	Off	Off

VNC (RFB)

Level 1	Level 2	Level 3
Off	Off	Off

VNC (RFB) over TLS

Level 1	Level 2	Level 3
Off	Off	Off

Enhanced VNC (RFB) over TLS

Level 1	Level 2	Level 3
On	Off	Off

TCP/IP: Bonjour Settings

Bonjour

Level 1	Level 2	Level 3
On	On	Off

Network Settings

Wi-Fi Direct Settings

Level 1	Level 2	Level 3
Off	Off	Off

Connectivity

Bluetooth Settings

Level 1	Level 2	Level 3
Off	Off	Off

Interface Block Setting

USB Device

Level 1	Level 2	Level 3
No block	No block	Block

USB Host

Level 1	Level 2	Level 3
No block	No block	Block

USB Drive

Level 1	Level 2	Level 3
No block	No block	Block

Parallel I/F

Level 1	Level 2	Level 3
No block	No block	Block

Optional Interface

Level 1	Level 2	Level 3
No block	No block	Block

Energy Saver/Timer

Auto Panel Reset

Level 1	Level 2	Level 3
On	On	On

Authentication Security Settings

Lockout

Level 1	Level 2	Level 3
Off	Off	On

Job Status/Job History Settings

Display of Job Status Details

Level 1	Level 2	Level 3
Display all	Display all	Do not display (display only for system administrators)

Display of Job History

Level 1	Level 2	Level 3
Display all	Display all	Do not display (display only for system administrators)

History Settings

Security Communication Error History

Level 1	Level 2	Level 3
Off	On	On

Glossary

Accessibility

The machine is designed featuring good accessibility even for the elderly and those who are physically challenged or visually impaired.

Apple Talk

AppleTalk offers file sharing and printer sharing and it also enables you to utilize application software that is on another computer on the same AppleTalk network.

Auto Form Feed Timeout

During data transmission, the machine may sometimes have to wait until receiving the next data. This is the auto form feed timeout. When the preset timeout passes, the machine automatically prints output. However, no output is performed if the last page has no data to be printed.

Auto-IP

Auto-IP is a module that enables dynamic IPv4 addresses to be assigned to a device on startup. However, DHCP requires a DHCP server. Auto-IP is a server-less method of choosing an IP address. IP addresses between 169.254.0.0 to 169.254.255.255 are reserved for Auto-IP and assigned automatically.

Auto Paper Selection

A function to automatically select paper in the same size as originals when printing.

Auto Sleep

A mode designed for electrical power saving, activated when the machine is left unused or there is no data transfer for a specific period. In Sleep mode, power consumption is kept to a minimum.

Bonjour

Bonjour, also known as zero-configuration networking, is a service that automatically detects computers, devices and services on an IP network. Bonjour, because an industry-standard IP protocol is used, allows devices to automatically recognize each other without an IP address being specified or DNS server being set. Bonjour also sends and receives network packets by UDP port 5353. If a firewall is enabled, the user must check that UDP port 5353 is left open so that Bonjour will run correctly. Some firewalls are set up so as to reject only certain Bonjour packets. If Bonjour does not run stably, check the firewall settings and ensure that Bonjour is registered on the exceptions list and that Bonjour packets are accepted. If you install Bonjour on Windows OS, the Windows firewall will be set up correctly for Bonjour.

Custom Box

The Custom Box function stores print data for each individual user on the printer and allows the user to print single or multiple copies of the stored data later using the printer's operation panel.

Default Gateway

This indicates the device, such as a computer or router, that serves as the entrance/exit (gateway) for accessing computers outside the network that you are on. When no specific gateway is designated for a destination IP address, data is sent to the host designated as the Default Gateway.

DHCP (Dynamic Host Configuration Protocol)

Dynamic Host Configuration Protocol (DHCP) that automatically resolves IP addresses, subnet masks, and gateway addresses on a TCP/IP network. DHCP minimizes the load of network management employing a large number of client computers because it relieves individual clients including printers from the IP address being assigned.

DHCP (IPv6)

DHCP (IPv6) is the next-generation of the Internet's Dynamic Host Configuration Protocol and supports IPv6. It extends the BOOTP startup protocol that defines the protocols used for transferring configuration information to hosts on the network. DHCP (IPv6) permits the DHCP server to use its expanded functionality to send configuration parameters to an IPv6 node. Because the network addresses that can be used are allocated automatically, the IPv6 node management workload is reduced in systems where the administrator has to exercise close control over IP address allocation.

dpi (dots per inch)

A unit for resolution, representing the number of dots printed per inch (25.4 mm).

EcoPrint Mode

A printing mode that helps save toner. Copies made in this mode are thus lighter than normal.

Emulation

The function to interpret and execute other printers' page description languages. The machine emulates operation of PCL6, KPDL3 (PostScript 3 compatible).

FTP (File Transfer Protocol)

A protocol to transfer files on the TCP/IP network, whether the Internet or an intranet. Along with HTTP and SMTP/POP, FTP is now frequently used on the Internet.

Grayscale

A computer color expression. Displayed images of this sort are typically composed of shades of gray, varying from black at the weakest intensity to white at the strongest, without any other colors. Gray levels are displayed in numerical levels: that is, white and black only for 1 bit; 256 gray levels (including white and black) for 8 bits; and 65,536 gray levels for 16 bits.

IP Address

An Internet protocol address is a unique number that represents a specific computer or related device on the network. The format of an IP address is four sets of numbers separated by dots, e.g. 192.168.110.171. Each number should be between 0 and 255.

IPP

IPP (Internet Printing Protocol) is a standard that uses TCP/IP networks such as the Internet to enable print jobs to be sent between remote computers and printers. IPP is an extension of the HTTP protocol used to view websites and enables printing to be carried out via routers on printers in remote locations. It also supports the HTTP authentication mechanisms along with TLS server and client authentication as well as encryption.

Job Box

The Job Box function stores print data on the printer and allows users to print single or multiple copies of the stored data later using the printer's operation panel.

KPDL (Kyocera Page Description Language)

Kyocera's PostScript page description language compatible with Adobe PostScript Level 3.

Multi Purpose (MP) Tray

The paper supply tray on the front side of the machine. Use this tray instead of the cassettes when printing onto envelopes, Hagaki (Cardstock), transparencies, or labels.

NetBEUI (NetBIOS Extended User Interface)

An interface, developed by IBM in 1985, as an update from NetBIOS. It enables more advanced functions on smaller networks than other protocols such as TCP/IP, etc. It is not suitable for larger networks due to lack of routing capabilities to choose the most appropriate routes. NetBEUI has been adopted by IBM for its OS/2 and Microsoft for its Windows as a standard protocol for file sharing and printing services.

Outline font

With outline fonts, character outlines are represented with numerical expressions and fonts can be enlarged or reduced in different ways by changing the numeric values of those expressions. Printing remains clear even if you enlarge fonts, since the characters are defined with outlines represented with numerical expressions. You can specify the font size in steps of 0.25 points up to 999.75 points.

PDF/A

This is "ISO 19005-1. Document management - Electronic document file format for long-term preservation - Part 1: Use of PDF (PDF/A)", and is a file format based on PDF 1.4. It has been standardized as ISO 19005-1, and is a specialization of PDF, which has been mainly used for printing, for long-term storage. A new part, ISO 19005-2 (PDF/A-2), is currently being prepared.

POP3 (Post Office Protocol 3)

A standard protocol to receive E-mail from the server in which the mail is stored on the Internet or an intranet.

PostScript

A page description language developed by Adobe Systems. It enables flexible font functions and highly-functional graphics, allowing higher quality printing. The first version called Level 1 was launched in 1985, followed by Level 2 that enabled color printing and two-byte languages (e.g. Japanese) in 1990. In 1996, Level 3 was released as an update for the Internet access and PDF format as well as gradual improvements in implementation technologies.

PPM (prints per minute)

This indicates the number of A4 size printouts made in one minute.

Printer Driver

The software to enable you to print data created on any application software. The printer driver for the machine is contained in the DVD enclosed in the package. Install the printer driver on the computer connected to the machine.

RA(Stateless)

The IPv6 router communicates (transmits) information such as the global address prefix using ICMPv6. This information is the Router Advertisement (RA).

ICMPv6 stands for Internet Control Message Protocol, and is a IPv6 standard defined in the RFC 2463 "Internet Control Message Protocol (ICMPv6) for the Internet Protocol Version 6 (IPv6) Specification".

RAM Disk

Using part of the printer's memory as a virtual disk, you can set any amount of memory from overall printer memory as a RAM disk in order to use features such as electronic sorting (shortening print time).

SMTP (Simple Mail Transfer Protocol)

A protocol for E-mail transmission over the Internet or an intranet. It is used for transferring mail between mail servers as well as for sending mail from clients to their servers.

Status Page

The page lists machine conditions.

Subnet Mask

The subnet mask is a way of augmenting the network address section of an IP address.

A subnet mask represents all network address sections as 1 and all host address sections as 0. The number of bits in the prefix indicates the length of the network address. The term "prefix" refers to something added to the beginning and, in this context, indicates the first section of the IP address. When an IP address is written, the length of the network address is indicated by the prefix length after a forward slash (/). For example, "24" in the address "133.210.2.0/24". In this way, "133.210.2.0/24" denotes the IP address "133.210.2.0" with a 24-bit prefix (network section). This new network address section (originally part of the host address) made possible by the subnet mask is referred to as the subnet address. When you enter the subnet mask, be sure to set the "DHCP" setting to "Off".

TCP/IP (Transmission Control Protocol/Internet Protocol)

TCP/IP is a suite of protocols designed to define the way computers and other devices communicate with each other over a network.

TCP/IP (IPv6)

TCP/IP (IPv6) is based on the current Internet protocol, TCP/IP (IPv4). IPv6 is the next-generation Internet protocol and expands the available address space, which resolves the problem of the lack of addresses under IPv4, while also introducing other improvements such as additional security functionality and the capacity to prioritize data transmission.

TWAIN (Technology Without An Interesting Name)

A technical specification for connecting scanners, digital cameras, and other image equipment to computers. The TWAIN compatible devices enable you to process image data on any relevant application software. TWAIN is adopted on a large amount of graphic software (e.g. Adobe Photoshop) and OCR software.

USB (Universal Serial Bus) 2.0

A USB interface standard for Hi-Speed USB 2.0. The maximum transfer rate is 480 Mbps. This machine is equipped with USB 2.0 for high-speed data transfer.

WIA (Windows Imaging Acquisition)

A function to import images supported after Windows Me/XP from digital cameras and other peripheral devices. This function replaces what TWAIN used to do. The feature is provided as a part of Windows functions and improves ease of operation, so that you import images directly to My Computer without using any application.

WPS (Wi-Fi Protected Setup)

WPS is a network security standard created by Wi-Fi Alliance, to make it easy to connect with the wireless devices and set up the Wi-Fi Protected Access. The WPS-supported services can connect to the wireless access points by pushing a button or entering passphrases.

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QUALITY CERTIFICATE

This machine has passed all quality controls and final inspection.

KYOCERA Document Solutions America, Inc.
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