Read this manual carefully before you use the product and keep it handy for future reference. For safe and correct use, please be sure to read "Safety Information" before using the machine.

1 Where to Put the Printer

The printer's location should be carefully chosen because environmental conditions greatly affect its performance.

⚠ **Warning**

- The supplied power cord is for use with this equipment only. Do not use with other appliances. Doing so may result in fire, electric shock, or injury.
- Connect the machine to the power source specified in *"Safety Information"* and do not use any other power sources. Connect the power cord directly to a wall outlet and do not use an extension cord. Power sources not specified in *"Safety Information"* and extension cords are electric shock or fire hazards.
- Power cords that are damaged, broken, modified, trapped under heavy objects, pulled hard, or bent severely are electric shock and fire hazards.

⚠ **Caution**

- Make sure the room where you are using the machine is well ventilated and spacious. Good ventilation is especially important when the machine is used heavily.
- Place the machine on a strong and level surface. Otherwise, it might fall and injure someone.
- Keep the machine in an area that is within optimum environmental conditions. Operating the machine in an environment that is outside the recommended ranges of humidity and temperature can cause an electrical fire hazard. Keep the area around the socket free of dust. Accumulated dust can become an electrical fire hazard.
- It is dangerous to handle the plug with wet hands. Doing this may result in receiving an electric shock.

⭐ **Important**

Do not use the printer in the following environments:
- Areas exposed to direct sunlight or strong light
- Dusty areas
- Areas with corrosive gases
- Areas that are excessively cold, hot, or humid
- Locations near air conditioners or humidifiers
- Locations near other electronic equipment
- Locations subject to frequent strong vibration

❖ **Space Required for Installation**

Leave enough space around the printer to operate it freely. The recommended minimum space is as follows:
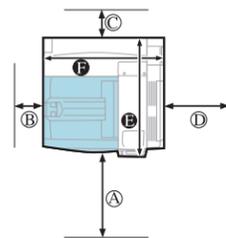
Ⓐ: 75.0 cm (29.6 inches) or more
Ⓑ: 10.0 cm (4.0 inches) or more
Ⓒ: 10.0 cm (4.0 inches) or more
Ⓓ: 55.0 cm (21.7 inches) or more
Ⓔ: 67.0 cm (26.4 inches) or more
Ⓕ: 67.0 cm (26.4 inches) or more

❖ **Optimum Environmental Conditions**

Permissible and recommended temperature and humidity ranges are as follows:
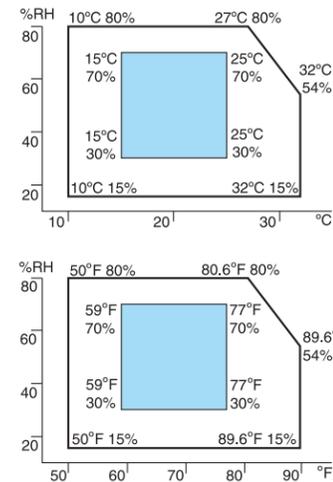
- White area: Permissible Range
- Blue area: Recomemded Range

⬇ **Note**

- The machine must be level within 5 mm, 0.2˝ from both front to rear and left to right.
- To avoid possible build-up of ozone, locate this machine in a large well ventilated room that has an air turnover of more than 30 m³/hr/person.
- When you use this machine for a long time in a confined space without good ventilation, you may detect a smell. To keep the workplace comfortable, were commend that you keep it well ventilated.

❖ **Power Source**

Connect the power cord to a power source of the following specification:

- 120 V, 60 Hz, 12 A or more

⬇ **Note / Important**

❖ **Machine Stand or Table**

The machine stand or table must able to support at least 210 pounds. Not using a stand or table that can support the machine weight can cause permanent damage and will affect normal printing operations.

2 Checking the Included Items

Verify the items that come with the printer. Make sure that you find all the items listed below.

Note that some of the items are in tray 1. Pull out tray1, and remove the red tag on the tray. Take out the items inside tray 1.
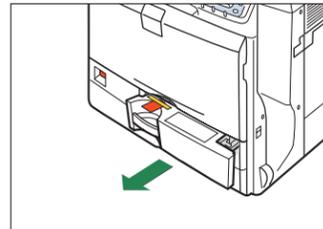
❖ **Manuals and CD-ROMs**
☑ CD-ROM "Manuals"

☐ Ferrite Core

☐ Power cord

☐ Toner: Black (K), Magenta (M), Cyan (C), Yellow (Y)

☐ Additional Documentation

☐ Paper Feed Unit Labels

⬇ **Note**

- This package does not include an interface cable. Purchase one as necessary to connect to the printer.

3 Unpacking the Printer Cart

⚠ **Caution**

- Lifting the printer cart carelessly or dropping it may cause an injury.
- Lock the stand wheels to prevent movement once the stand is in place.

1 Unbox the printer stand with two people.
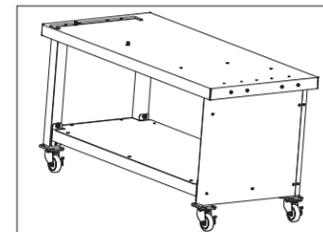
4 Unpacking the Printer

To protect it from shock and vibration during transit, this printer comes packaged in cushioning foam and secured with tape. Remove these protective materials after bringing the machine to where it will be installed.

⚠ **Caution**

- When moving the machine, hold the handles at both sides, and lift the printer slowly. Lifting it carelessly or dropping it may cause an injury.
- Place no objects on the front or inner cover.

1 Pull out the handle from the right side of the printer
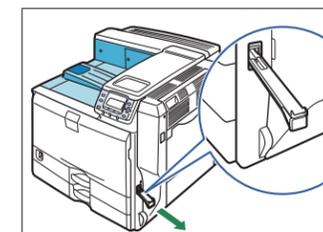
**2** Lift the printer using the side handles and carefully place on a stand or table.
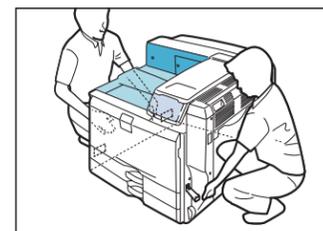
3 Place the printer on the left side of the stand against the positioning rail.
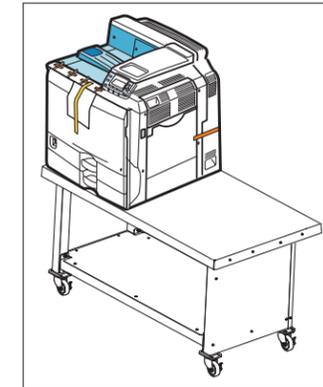
4 Using a screw driver, insert the alignment screws from underneath the stand's table top and into the bottom of the printer.

5 Install both side wings onto the stand by aligning the wings' notches with the four screw holes located on both ends of the stand.
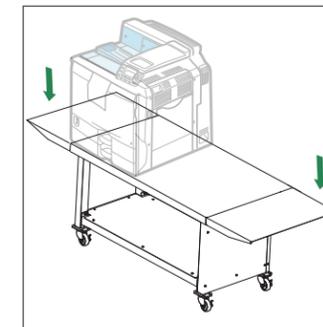
⭐ **Important**

- Leave the tape in place while moving the printer.
- Lower the printer slowly and carefully to prevent trapping your hands.

6 Return the handle you pulled out from the printer to its original position.

**7** Remove the tape indicated by the arrow. Do not remove the four strips of tape attached to the front cover.
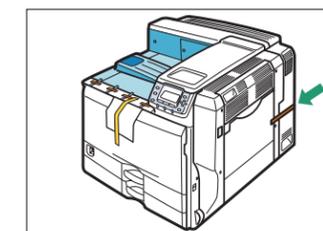

8 Holding the left and right side grips, carefully open the front cover.
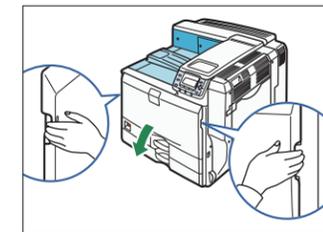

9 Turn the two green levers counterclockwise.
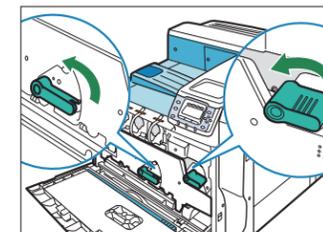
10 Pulling the handle, slowly open the inner cover.
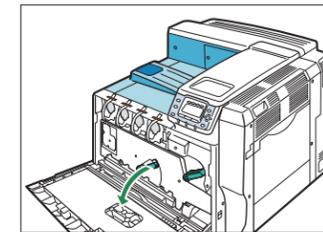
11 Remove the orange tapes from the printer.
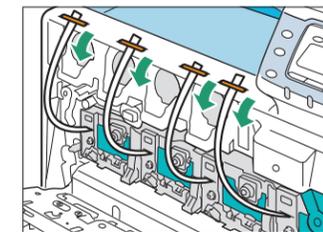

Step continued on next page

Next Sheet

4 Unpacking the Printer *cont.*

12 Pull out the tapes horizontally. Be sure to pull out all four strips of tape.
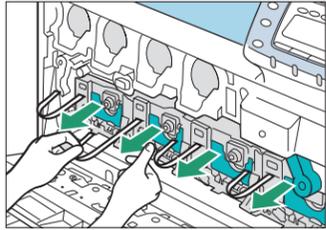
⭐ **Important**
- To avoid malfunctions, be sure to remove all four strips of tape from the photo conductor unit.
- Removed tape is dirty. Be careful not to let it touch your hands or clothes.

13 Pressing both sides, firmly close the inner cover.
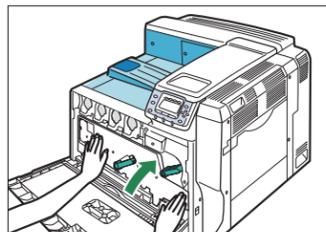
14 Turn the two green levers clockwise to lock the cover.
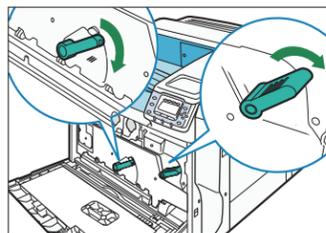
5 Unpacking the Feeder

⭐ **Important**
- The feeder will need some assembly after setup.
- Follow the instructions that are packaged with the feeder.

1 Unbox the feeder with two people.
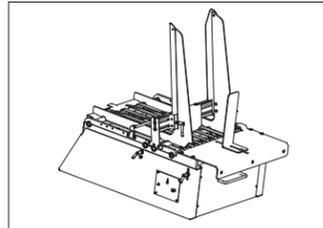
Refer to the packaged instrcutions for complete setup.

2 Place the feeder on the right side of the printer stand.
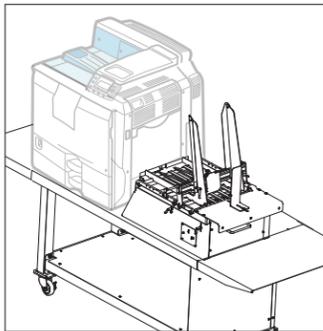
Refer to the packaged instrcutions for complete setup.

3 Using the alignment rail on the right side of the feeder, slide the feeder into the open slot on the printer and screw the locking knob in place to secure the feeder's position.

6 Unpacking the Conveyor

⭐ **Important**
- The conveyor will need some assembly during setup.
- Follow the instructions that are packaged with the conveyor.

1 Unbox the conveyor with two people.
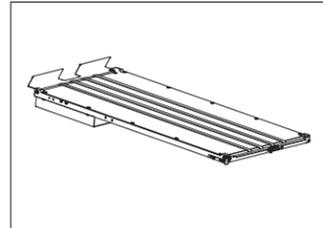
Refer to the packaged instrcutions for complete setup.

2 Place the conveyor tray on the left side of the printer and secure with the four thumb screws.

3 Place the conveyor on the left side of the printer and secure with the two locking knobs from the bottom of the conveyor tray.
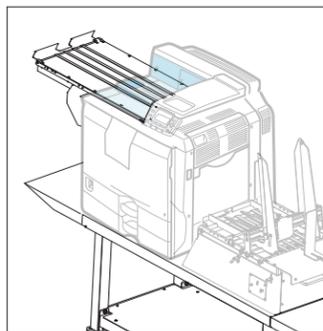
Refer to the packaged instrcutions for complete setup.

4 Complete hardware setup for the Impressia
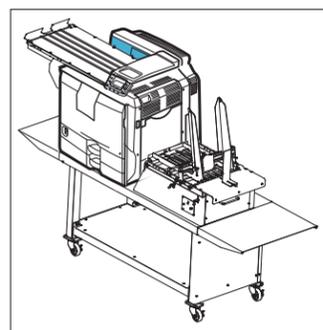
7 Installing the Toner

⚠ **Warning**
- Do not incinerate used toner or toner container. Toner dust might ignite when exposed to an open flame.
- Dispose of used toner containers in accordance with local regulations.
- Do not store toner, used toner, or toner containers in a place with an open flame. The toner might ignite and cause burns or a fire.

⚠ **Caution**
- Keep toner (used or unused) and the toner container out of reach of children.
- If toner or used toner is inhaled, gargle with plenty of water and move into a fresh air environment. Consult a doctor if necessary.
- Avoid getting toner on your clothes or skin when removing a paper jam or replacing toner. If your skin comes into contact with toner, wash the affected area thoroughly with soap and water.
- If toner or used toner gets into your eyes, flush immediately with large amounts of water. Consult a doctor if necessary.
- If toner or used toner is swallowed, dilute by drinking a large amount of water. Consult a doctor if necessary.
- If toner gets on your clothing, wash with cold water. Hot water will set the toner into the fabric and may make removing the stain impossible.

⭐ **Important**
- When you first use this printer, use the toner packaged with the printer.

⬇ **Note**
- The number of pages that can be printed using the *starter toner supplied* with this printer is approximately 10,000 pages for black and 8,000 pages for cyan, magenta and yellow. (A4/Letter 5% test chart; 3 pages/ job; Cyan, Magenta and Yellow: color printing only.)
- The actual number of printable pages varies depending on the image volume and density, number of pages to be printed at a time, paper type and paper size used, contents of print images, and environmental conditions such as temperature and humidity.

⬇ **Note**/⭐**Important**
- Toners purchased from Pitney Bowes will have a print volume of pages: 20,000 pages (black) and 15,000 pages (color). (A4/Letter 5% test chart; 3 pages/job; Cyan, Magenta and Yellow: color printing only.)
- The actual number of printable pages varies depending on the image volume and density, number of pages to be printed at a time, paper type and paper size used, contents of print images, and environmental conditions such as temperature and humidity.

1 Take the toner containers out of the box.
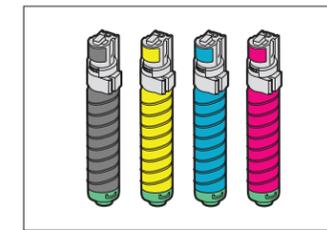
2 Shake the toner up and down five or six times
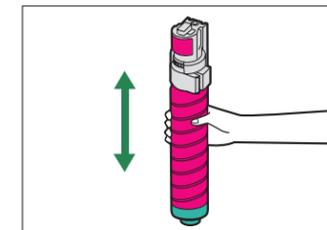
Even distribution of toner within the cartridge imroves print quality.

3 With the label facing up, fully insert the magenta toner into place, keeping the container horizontal.
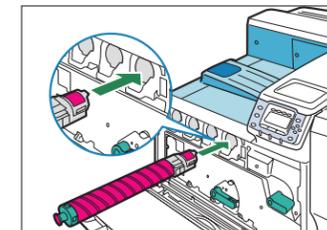
4 Use the same procedure to insert the remaining toner. From the right: magenta (M), cyan (C), yellow (Y) and black (K).

5 Close the front cover.

8 Loading Paper

⚠ **Caution**
- **Do not pull out the paper tray forcefully. If you do, the tray might fall and cause an injury.**

⭐ **Important**
- To avoid paper jams, make sure paper is not stacked higher than the upper limit mark inside the paper tray. Paper misfeeds might occur.
- Do not mix different types of paper in the same paper tray.

1 Carefully pull out tray 1 until it stops.
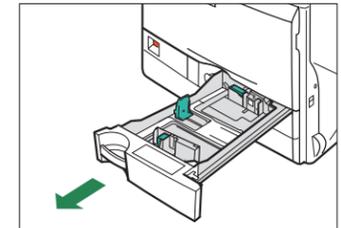
When printing using the bypass tray, do not pull out the paper tray.

2 Pinch the green clip on the end guide (①), and adjust it to A4 size (②).
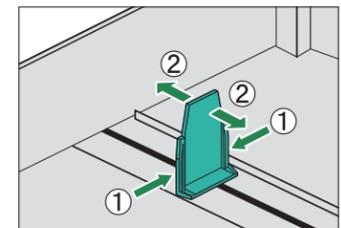
Confirm that there are no gaps between the paper and paper guides. If there are gaps, adjust the guides.

3 Align and load paper in the tray with the print side up.

Next Sheet
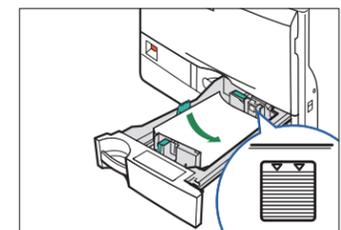
8   Loading Paper   *cont.*

4   Push tray 1 carefully into the printer until it stops.

If you push the tray forcefully, the paper guides might move.
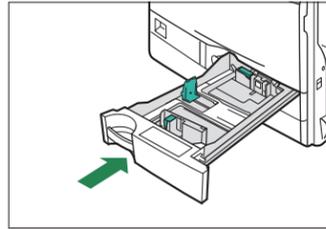
> 📄 **Reference**
>
> • For details about types of paper supported by this printer, see "Loading Paper", *Hardware Guide* (🔘).

5   Slide out the Paper-full detector.

The printer automatically stops ejecting paper when the Paper-full detector detects that the standard output tray has become full.
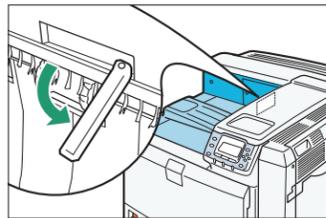
9   Turning the Power On

> ⚠ **Warning**
>
> • **It is dangerous to handle the plug with wet hands. Doing this may result in receiving an electric shock.**

1   Make sure the power switch is set to " ○ " Off.
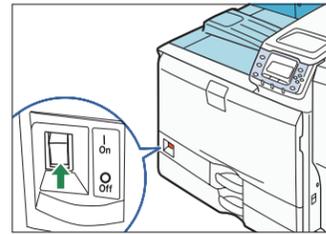
2   Plug the power cord into the rear of the printer.
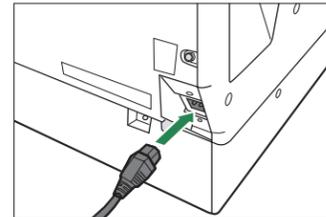
> ⭐ **Important**
>
> • Make sure the power cord is plugged securely into the wall outlet.
> • Turn the power switch off when plugging and unplugging the power plug.

3   Turn the power switch on.
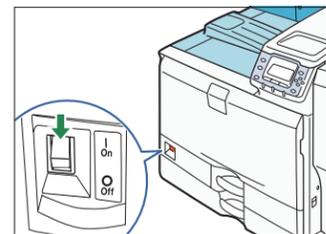
The power indicator on the control panel lights up.

> ⬇ **Note**
>
> • Wait until "Ready" appears on the display panel.
> • The machine may make a noise while initializing. This noise does not indicate a malfunction.

> ⭐ **Important**
>
> • Do not turn off the power switch until initializing is complete. Doing so results in malfunctions.

10   Selecting the Display Language

Displays are shown in the selected language. The language is set to English by default.

1   Press the 〔Menu〕 key.
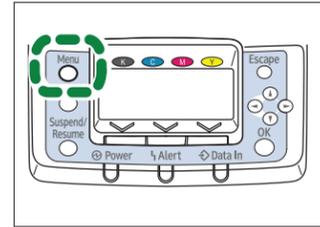
2   Press the 【▼】 or 【▲】 key to select [Language], and then press the 【OK】 key.

```
📄Menu          5/5  ⬍OK
 Language
                    Supplies
```

3   Press the 【▼】 or 【▲】 key to select the perferred language, and then press the 【OK】 key.

```
Language:       1/5  ⬍OK
 English
 Français
 Deutsch
```
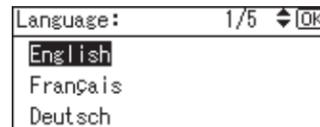
4   Press the 【MENU】 key to return to the initial screen.

11   Test Printing

Print a test print in order to verify that the printer is working inormally. Test printing checks printer performance only; it does not test the connection to the computer.

1   Press the 【MENU】 key.
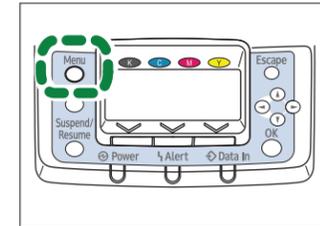
2   Press the 【▼】 or 【▲】 key to select [List/Test Print], and then press the 【OK】 key.

```
📄Menu          2/5  ⬍OK
 Maintenance
 List/Test Print
                    Supplies
```
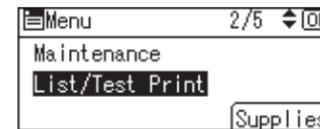
3   Press the 【▼】 or 【▲】 key to select [Config. Page], and then press the 【OK】 key.

```
📄ListTest Prnt 1/4  ⬍OK
 Multiple Lists
 Config. Page
 Error Log
```
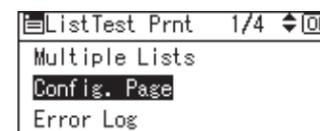
The configuration page will be printed.
If printing is not normal, check if an error message appears on the display. If there is an error message, see "Troubleshooting", *Hardware Guide* (🔘).

4   Press the 【MENU】 key to return to the initial screen.

12   Network Connection

Prepare a hub and other network devices, and connect the Ethernet cable to the printer. Connect 10BASE-T or 100BASE-TX cable to the printer's Ethernet port.

> ⚠ **Caution**
>
> • **Properly shielded and grounded cables and connectors must be used for connections to a host computer (and/or peripheral) in order to meet FCC emission limits.**

> ⭐ **Important**
>
> • The Ethernet cable must be an Unshielded Twisted Pair cable (UTP) or Shielded Twisted Pair cable (STP), and Category type 5 or higher.
> • An Ethernet cable is *not* supplied with this printer. Select your cable according to the network environment.

1   Attach the ferrite core supplied with this printer at the printer end of the Ethernet cable about 5 cm (2.5 inches) (①) from the connector, making a loop as shown.
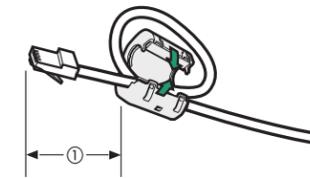
2   Connect the Ethernet cable to the Ethernet port that is located on the left side of the printer.
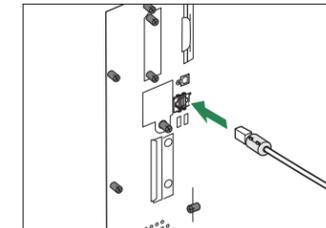
3   Connect the other end of the cable to the network, for example using a hub.

> 📄 **Reference**
>
> • For details about network environment settings, see *Software Guide* (🔘).

❖ **Reading the LED Lamps**
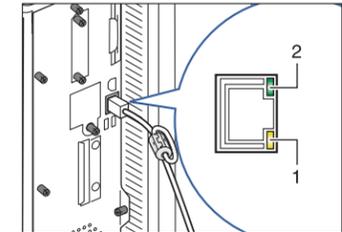
1. Yellow: turns on when 100BASE-TX is in use. It turns off when 10BASE-T is in use.
2. Green: turns on when the printer is properly connected to the network.

13 Ethernet Configuration

Configure the following network settings according to the network environment using the control panel.

⚠ Caution
- Properly shielded and grounded cables and connectors must be used for connections to a host computer (and/or peripheral) in order to meet FCC emission limits.

⭐ Important
- After configuring the network setting, configure the security settings.
- We recommend that you first make the following setting.
  - Installing the server certificate
  - Enabling SSL
  - Changing the administrator's user name and password using Web Image Monitor. For details, see "Setting Up the Machine", *Security Guide* (🔵).
- The following table shows the control panel settings and their default values. These items appear in the [Host Interface] menu.

Setting Name	Default
• Machine IPv4 Address	
DHCP	On
IPv4 Address	11.22.33.44
Subnet Mask	0.0.0.0
Gateway Address	0.0.0.0
• IPv6 Stateless Setting	
Stateless set	Active
• IPsec	Inactive
• Effective Protocol	
IPv4	Active
IPv6	Inactive
SMB	Active
AppleTalk	Inactive
• Ethernet Speed	Auto Select
• IEEE802.1X Auth.(Ethernet)	Inactive
• Restr.IEEE802.1X Auth.Def.	-
• LAN Type	Ethernet

⬇ Note
- If DHCP is in use on your network, the IP address, subnet mask, and gateway address are all set automatically.
- If the printer is already placed on a TCP/IP-capable environment, you can also use a Web browser to configure IP address - related settings.

❖ Receiving an IP Address Automatically (DHCP Active)

⭐ Important
- When [DHCP] is selected, you cannot configure settings for the following items:
  - IP Address
  - Subnet Mask
  - Gateway Address
- Consult your network administrator for information about configuring network settings.

---

1 Press the 【MENU】 key.
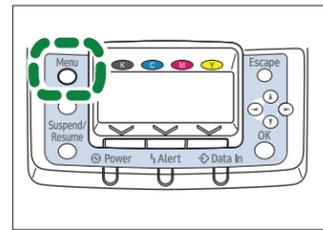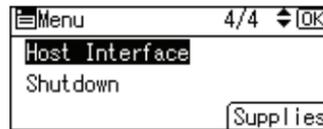
2 Press the 【▼】 or 【▲】 key to select [Host Interface], and then press the 【OK】 key.

```
⊟Menu          4/4  ⬍OK
Host Interface
Shutdown
               Supplies
```

3 Press the 【▼】 or 【▲】 key to select [Network], and then press the 【OK】 key.

```
⊟Host Interfc.  1/1  ⬍OK
I/O Buffer
I/O Timeout
Network
```

4 Press the 【▼】 or 【▲】 key to select [Machine IPv4 Address], and then press the 【OK】 key.

```
⊟Network       1/3  ⬍OK
Machine IPv4 Address
IPv6 Stateless Setting
IPsec
```
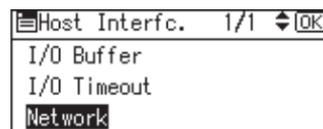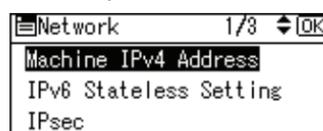
5 Press the 【▼】 or 【▲】 key to select [Auto-Obtain (DHCP)], and then press the 【OK】 key.

```
IPv4 Address:  1/1  ⬍OK
Auto-Obtain (DHCP)
Specify
IP Add.  Subnet M  Gateway
```
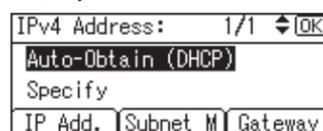
The printer will automatically receive an IP address. To check the detected addresses, press the following:
- [IP Add.] : IP address
- [Subnet M] : Subnet mask
- [Gateway] : Gateway address

6 Press the 【MENU】 key to return to the initial screen.

7 Print a configuration page to confirm the settings.

📄 Reference
- For details about printing the configuration page, see "Test Printing".

❖ Specifying an IP Address (DHCP Off)

1 Press the 【MENU】 key.
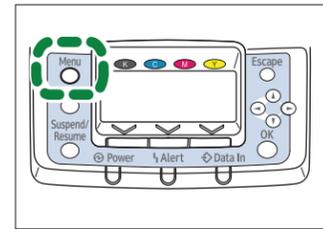
2 Press the 【▼】 or 【▲】 key to select [Host Interface], and then press the 【OK】 key.

```
⊟Menu          4/4  ⬍OK
Host Interface
Shutdown
               Supplies
```

3 Press the 【▼】 or 【▲】 key to select [Network], and then press the 【OK】 key.

```
⊟Host Interfc.  1/1  ⬍OK
I/O Buffer
I/O Timeout
Network
```
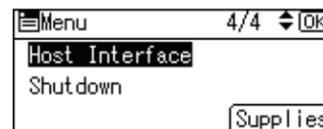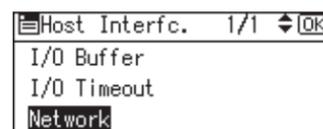
4 Press the 【▼】 or 【▲】 key to select [Effective Protocal], and then press the 【OK】 key.

```
⊟Network       2/3  ⬍OK
NW Frame Type
Effective Protocol
Ethernet Speed
```

5 Press the 【▼】 or 【▲】 key to select the appropriate network protocol, and then press the 【OK】 key.

```
⊟Effective Prot. 1/2  ⬍OK
IPv4
IPv6
SMB
```
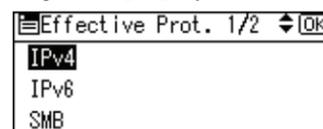
6 Press the 【▼】 or 【▲】 key to select [Active] or [Inactive] and then press the 【OK】 key.

```
IPv4:          1/1  ⬍OK
Active
Inactive
```
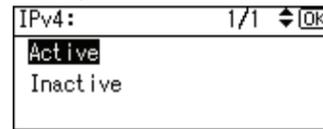
Set other protocols you need to set in the same way.
- Select [Inactive] for unused protocols.
- Enable IPv4 to use the pure IPv4 environment of NetWare 5/5.1, NetWare 6/6.5.

7 Press the 【Escape】 key until the screen returns to the [Network] menu.

---

8 If your network uses IPv4, assign the IPv4 address to the printer. Press the 【▼】 or 【▲】 key to select [Machine IPv4 Address], and then press the 【OK】 key.

```
⊟Network       1/3  ⬍OK
Machine IPv4 Address
IPv6 Stateless Setting
IPsec
```

⭐ Important
- To get the IP address for the printer, contact your network administrator.

9 To specify the IPv4 Address, press [IP Add].

```
IPv4 Address:  1/1  ⬍OK
Auto-Obtain (DHCP)
Specify
IP Add.  Subnet M  Gateway
```
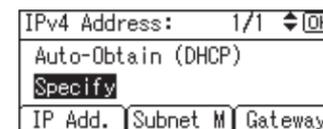
If you use IPv4, also assign the subnet mask and gateway address. To assign these, press [Subnet M] or [Gateway].

10 Press the 【▼】 or 【▲】 key to enter the address, and then press the 【OK】 key.

```
IP Address:       ⬌OK
Enter IPv4 Address with ⬍.
192   0   0   0
```
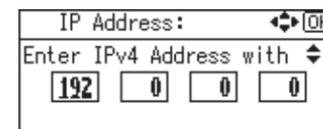
Press the 【▼】 or 【▲】 key to enter the left-most entry field of the address. After entering the left field, press the 【OK】 key, and then you can enter the next field. After completing all fields, press the 【OK】 key, and then you can enter the next field. After completing all fields, press the 【OK】 key. Use the same method to assign the subnet mask and gateway address.
- Change the IP address from (ie:) "11.22.33.44" to an IP address supported by your network.

11 Press the 【▼】 or 【▲】 key to select [Specify], and then press the 【OK】 key.

```
IPv4 Address:  1/1  ⬍OK
Auto-Obtain (DHCP)
Specify
IP Add.  Subnet M  Gateway
```
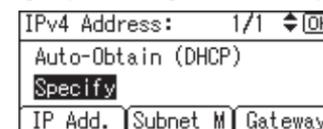
⭐ Important
- If you do not select [Specify] in this step, the address you set will not be saved.

12 Press the 【MENU】 key to return to the initial screen.

13 Print a configuration page to confirm the settings.

📄 Reference
- For details about printing the configuration page, see "Test Printing".