



Fig. 1
Select **Access**.



Fig. 2
Enter the System Administrator Password from the Numeric Keypad and then press **Confirm**. (See Machine Administration User Guide for default password)

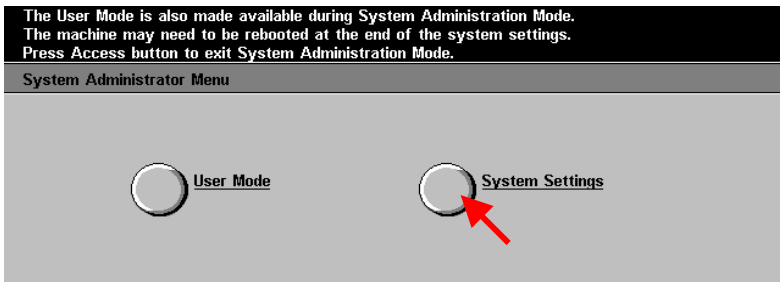


Fig. 3
Select **System Settings**



Fig. 4
Select **System Settings**.

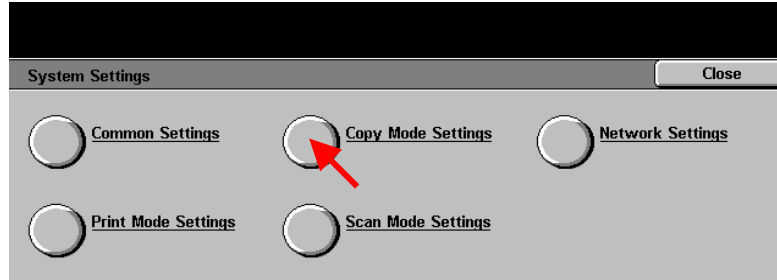


Fig. 5
Select **Copy Mode Settings**.

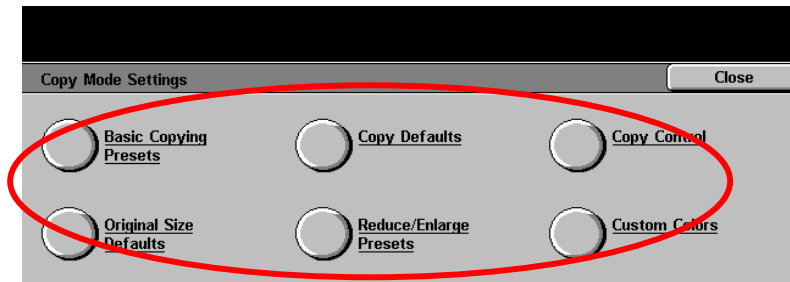


Fig. 6
Select the appropriate settings button to make changes as needed. After changes are completed or if no changes are needed continue to Fig. 7
Refer to the charts of the Administration Settings- Copy Mode Part 2 of 2 pamphlet for settings value.

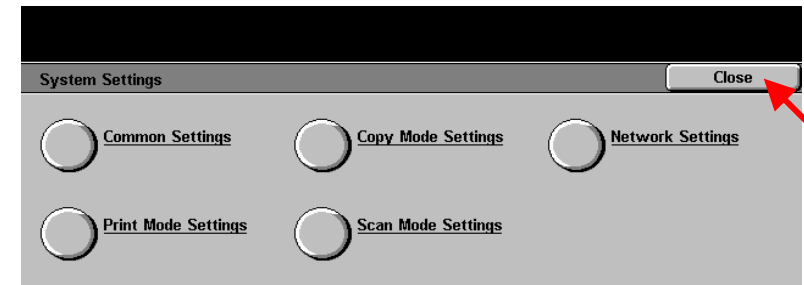


Fig. 7
Select **Close**.



Fig. 8
Select **Exit**.

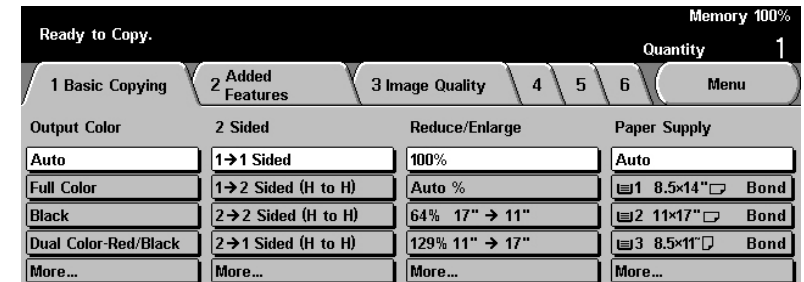


Fig. 9
Changes are completed.

Quick Start Guide

Administration Setting
Copy Mode Part 1 of 2

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Basic Copy Presets

1. to 3. Paper Tray- 2nd to 4th Buttons (The defaults are as follows from the top. 2nd button: 1 as Tray 1, 3rd button: 2 as Tray 2, 4th button: 3 as Tray 3.)

Setting	Description
1	Tray 1
2	Tray 2
3	Tray 3
4	Tray 4
5	Tray 5 (Bypass)

4. to 5. Reduce/Enlarge- 3rd to 4th Buttons (The defaults are as follows from the top. 3rd button: 1 as 50%, 4th button: 2 as 70..7%.)

Setting	Description
1	Ratio currently set to R/E Preset 1
2	Ratio currently set to R/E Preset 2
3	Ratio currently set to R/E Preset 3
4	Ratio currently set to R/E Preset 4
5	Ratio currently set to R/E Preset 5
6	Ratio currently set to R/E Preset 6
7	Ratio currently set to R/E Preset 7

Copy Defaults

2. Single Color (The default setting is 1)

3. Dual Color – Color Image (The default setting is 1)

4. Dual Color – B/W Image (The default setting is 0)

Setting	Description
0	Black (Dual Color only)
1	Red
2	Green
3	Blue
4	Yellow
5	Magenta
6	Cyan
7	Specified color set to Custom Color 1
8	Specified color set to Custom Color 2
9	Specified color set to Custom Color 3
10	Specified color set to Custom Color 4
11	Specified color set to Custom Color 5
12	Specified color set to Custom Color 6

Copy Defaults

5. Reduce/Enlarge (The default setting is 0)

Setting	Description
0	100%
1	Ratio currently set to R/E Preset 1
2	Ratio currently set to R/E Preset 2
3	Ratio currently set to R/E Preset 3
4	Ratio currently set to R/E Preset 4
5	Ratio currently set to R/E Preset 5
6	Ratio currently set to R/E Preset 6
7	Ratio currently set to R/E Preset 7
8	Auto%

6. Paper Supply (The default setting is 0)

Setting	Description
0	Auto
1	Tray 1
2	Tray 2
3	Tray 3
4	Tray 4
5	Tray 5

7. 2 Sided (The default setting is 0)

Setting	Description
1	1 – 2 Sided
2	2 – 1 Sided
3	2 – 2 Sided
0	1 – 1 Sides

8. Output (The default setting is 0)

Setting	Description
0	Auto
1	Collated
2	Uncollated

9. Output Destination (The default setting is 0)

Setting	Description
0	Center Output Tray
2	Finisher Tray

Copy Defaults

10. Margin Shift-Side 1 (The default setting is 0)

Setting	Description
0	No Shift
1	Auto Center
2	Corner Shift (Top Right)
3	Corner Shift (Bottom Right)
4	Corner Shift (Top Left)
5	Corner Shift (Bottom Left)
6	Corner Shift (Top Center)
7	Corner Shift (bottom Center)
8	Corner Shift (Left Center)
9	Corner Shift (Right Center)
10	Mirror shift (Side 2 only)

12. Border Erase-Top, Bottom (The default setting is 5 mm)

13. Border Erase -Left, & Right (The default setting is 5 mm)

14. Center Erase (The default setting is 0)

Setting	Description
0	None
1 to 50	Set the center erase dimensions in 1 mm increments.

15. Original Type (Auto/Full Color) (The default setting is 1)

16. Original Type (Black) (The default setting is 1)

Setting	Description
0	Text
1	Text & Photo (Halftone)
2	Text & Photo (Photograph)
3	Text & Photo (Color Copies)
4	Photo (Halftone)
5	Photo (Photograph)
6	Photo (Color Copies)
7	Color Originals (map)
8	Color Originals (Highlighted Originals)
9	Color Originals (Inkjet Originals)

17. Auto Exposure (The default setting is 1)

Setting	Description
0	Off
1	On

Copy Defaults

18. Lighter/Darker (The default setting is 3)	
Setting	Description
0	Lighter (+3)
1	Lighter (+2)
2	Lighter (+1)
3	Normal
4	Darker (-1)
5	Darker (-2)
6	Darker (-3)

19. Contrast (The default setting is 2)	
20. Sharpness (The default setting is 2)	
21. Color Saturation (The default setting is 2)	
Setting	Description
0	Higher
1	High
2	Normal
3	Low
4	Lower

22. Color Shift (the default setting is 2)	
Settings Value	Description
0	Coolest
1	Cool
2	Normal
3	Warm
4	Warmest

27. Original Orientation (The default setting is 0)	
Setting	Description
0	Head to Top
1	Head to Left

28. Image Rotation (The default setting is 1)	
Setting	Description
0	Always On
1	On during Auto
2	Off

29. Rotation Direction (The default setting is 1)	
Setting	Description
0	Auto (only when the finisher is installed) *the default setting is 0 when the finisher is installed.
1	Portrait Original-Left Edge
2	Portrait Original- Right Edge

Copy Control

1. Auto Paper Off (The default setting is 1)	
Setting	Description
1	Select Tray 1
2	Select Tray 2
3	Select Tray 3
4	Select Tray 4

2. Memory Full Procedure (The default setting is 0)	
Setting	Description
0	Disable
1	Enables stored data

3. Maximum Stored Pages (the default setting is 999)	
Settings Value	Description
1 to 999	The number of pages that is specified can be stored.

Reduce/Enlarge Presets

1. to 7. R/E Presets 1 to 7 (The default settings are: in order from R/E Presets, 50.0% in 3, 70.7% in 7, 81.6% in 8, 86.6% in 9, 115.4% in 10, 122.5% in 11, 141.4% in 13)			
Setting	Description	Setting	Description
1	25.0%	10	115.4%
2	35.3%	11	122.5%
3	50.0%	12	129.4%
4	57.7%	13	141.4%
5	61.2%	14	163.2%
6	64.7%	15	173.2%
7	70.7%	16	200.0%
8	81.6%	17	282.8%
9	86.6%	18	400.0%

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