



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)

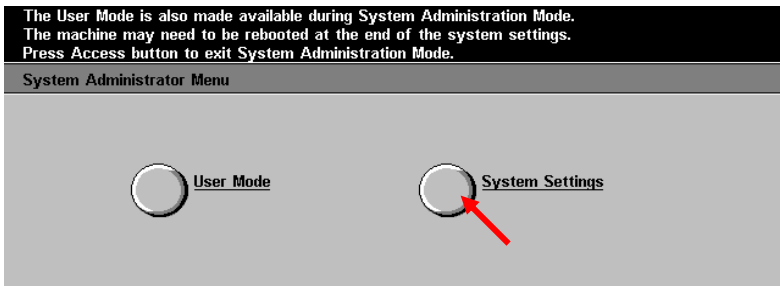


Fig. 3
Select **System Settings**

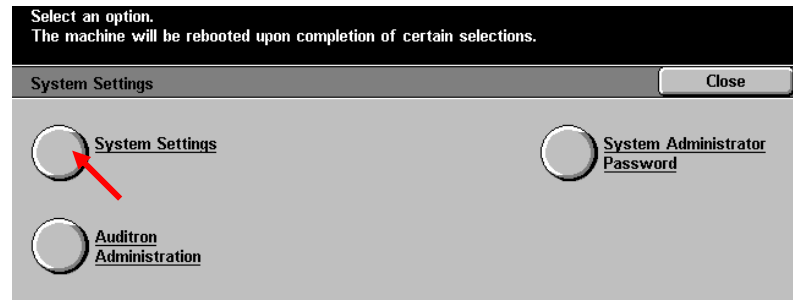


Fig. 4
Select **System Settings**.

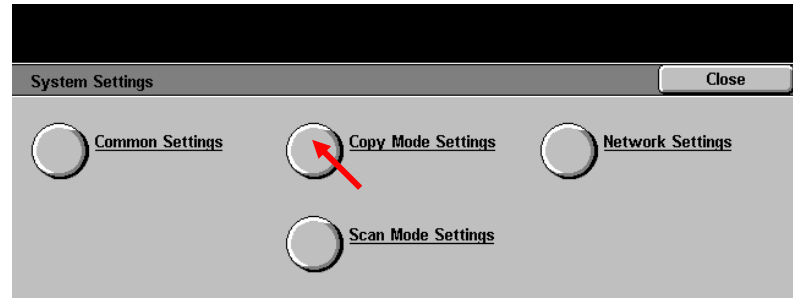


Fig. 5
Select **Copy Mode Settings**.

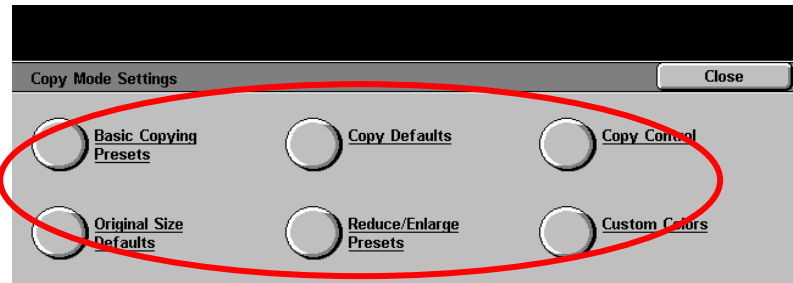


Fig. 6
Select the appropriate settings button to make changes as needed. After changes are completed or if no changes are needed continue to Fig. 7
Refer to the charts of the Administration Settings- Copy Mode Part 2 of 2 pamphlet for settings value.

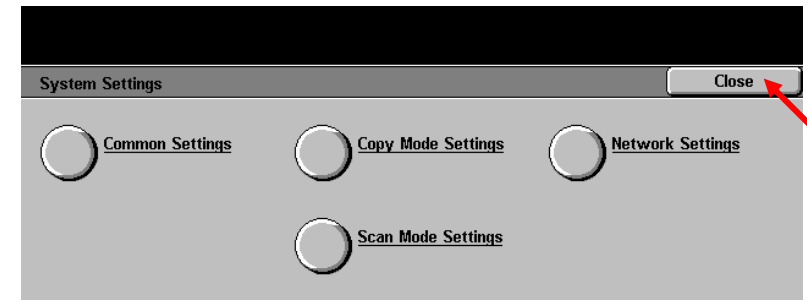


Fig. 7
Select **Close**.

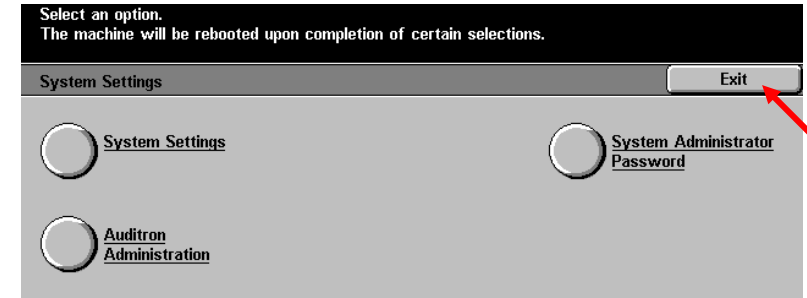


Fig. 8
Select **Exit**.

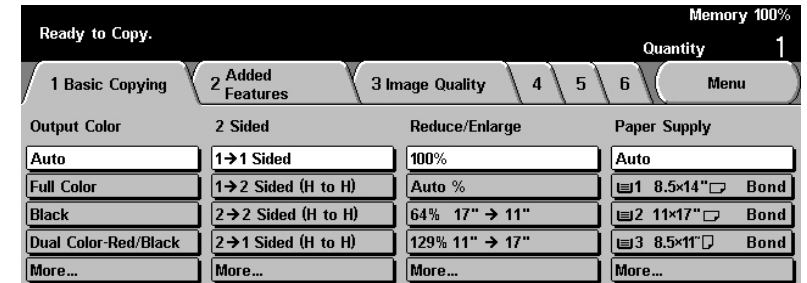


Fig. 9
Changes are completed.

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 (Y)
5	Magenta (M)
6	Cyan (C)
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 set to R/E Preset 1
2	Ratio set to R/E Preset 2
3	Ratio set to R/E Preset 3
4	Ratio set to R/E Preset 4
5	Ratio set to R/E Preset 5
6	Ratio set to R/E Preset 6
7	Ratio 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 (Bypass)
7. 2 Sided (The default setting is 0)	
Setting	Description
0	1 – 1 Sides
1	1 – 2 Sided
2	2 – 1 Sided
3	2 – 2 Sided
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
Original Size Button 1- 11	
Setting	Description
A/B Series Size	A3, A4, SEF, A4 LEF, A5 LEF, A6 SEF, A6LEF, B4, B5SEF, B5 LEF, B6 SEF, B6 LEF
Inch Size	11x17 in., 11x15 in., 8.5x14 in., 8.5x13 in., 8.5x11 in., SEF, 8.5x11 in. LEF, 5.5x8.5 in. SEF, 5.5x8.5 in. LEF
Others	5x7 in., 3.5x5 in., 8K, 16K SEF, 16K LEF
Variable	Setting range are: 15 – 432 mm (0.6 – 17.0 inches) for X direction, 16 – 297 mm (0.6 – 11.7 inches) for Y direction in increments of 1 mm (0.1 inches)

Copy Defaults

10. Margin Shift-Side 1 (The default setting is 0)	
11. Margin Shift-Side 2 (The default setting is 10)	
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	Symmetrical with Side 1 (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 amount in increments of 1 mm
0 to 2.0	Set the center erase amount in increments of 0.1 inches
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	Auto Exposure Off
1	Auto Exposure 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/Sharper
1	High/Sharp
2	Normal
3	Low/Soft
4	Lower/Softer

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 (discard stored documents)
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%	12	129.4%
2	35.3%	13	141.4%
3	50.0%	14	163.2%
4	57.7%	15	173.2%
5	61.2%	16	200.0%
6	64.7%	17	282.8%
7	70.7%	18	400.0%
8	81.6%	19	78.5%
9	86.6%	20	94.0%
10	115.4%	21	154.5%
11	122.5%		

Quick Start Guide

Administration Setting
Copy Mode Part 2 of 2



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