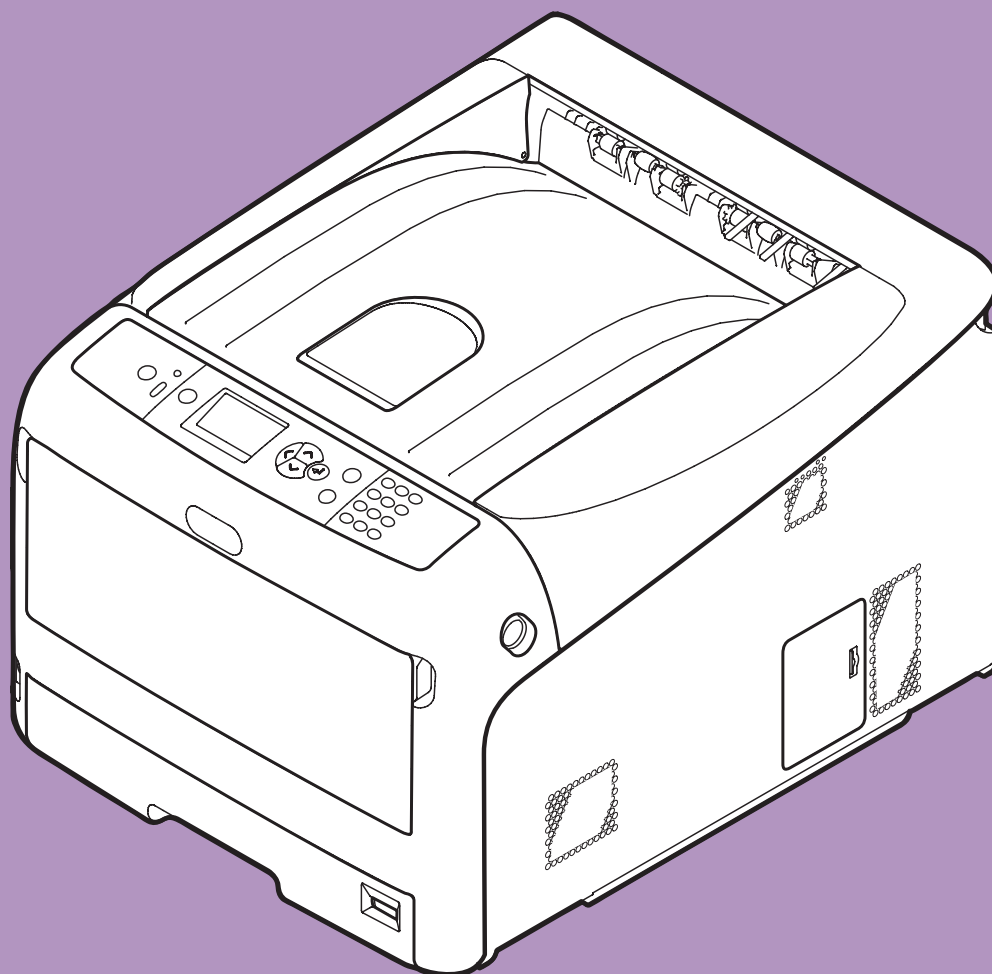




User's Manual

Setup

This manual supports the following models.

C822n/C822dn

- This manual contains cautions on how to use this product safely.
Before you use this product, please make sure that you read this manual.

● About the Product Warranty

Every effort has been made to ensure that the information in this document is complete, accurate, and up-to-date. The manufacturer assumes no responsibility for the results of errors beyond its control. The manufacturer also cannot guarantee that changes in software and equipment made by other manufacturers and referred to in this guide will not affect the applicability of the information in it. Mention of software products manufactured by other companies does not necessarily constitute endorsement by the manufacturer.

While all reasonable efforts have been made to make this document as accurate and helpful as possible, we make no warranty of any kind, expressed or implied, as to the accuracy or completeness of the information contained herein.

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This product complies with the requirements of the Council Directives 2014/30/EU (EMC), 2014/35/EU (LVD), 2014/53/EU (RED), 2009/125/EC (ErP) and 2011/65/EU (RoHS), as amended where applicable, on the approximation of the laws of the member states relating to Electromagnetic Compatibility, Low Voltage, Radio & Telecommunications Terminal Equipment, Energy related Products and Restriction on the use of certain Hazardous Substances in electrical and electronic equipment.

The following cables were used to evaluate this product for EMC directive 2014/30/EU compliance, and configurations other than this may affect that compliance.

cable type	length (meters)	core	shield
Power	1.8	✗	✗
USB	5.0	✗	✓
LAN	15.0	✗	✗

● ENERGY STAR

Target countries of the ENERGY STAR program are the United States, Canada and Japan.
It is not applicable to other countries.
This product is compliant with ENERGY STAR v2.0 only.

● Emergency first aid

Take care with toner powder:



If swallowed, give small amounts of cold water and seek medical attention. DO NOT attempt to induce vomiting.

If inhaled, move the person to an open area for fresh air. Seek medical attention.

If it gets into the eyes, flush with large amounts of water for at least 15 minutes keeping eyelids open. Seek medical attention.

Spillages should be treated with cold water and soap to help reduce risk of staining skin or clothing.

● Environmental information



● For Your Safety

Read the User's Manual for your safety before using the product.

Cautions related to safety

-  **WARNING** A warning provides additional information which, if ignored, may result in a risk of personal injury.
-  **CAUTION** A caution provides additional information which, if ignored, may result in equipment malfunction or damage.

General cautions

 WARNING		
 Do not touch the safety switch inside the printer. Doing so may cause electric shock when high voltage occurs. In addition, the rotating gears may result in injury.	 Do not use highly flammable sprays near the printer. Doing so may cause fire as parts of the printer are hot.	 Unplug the power cord and contact a customer service center if the cover is unusually hot, smoking, giving off an unusual odor, or making strange noises. Failure to do so may lead to a fire.
 Unplug the power cord and contact a customer service center if a liquid such as water enters in the internal parts of the printer. Failure to do so may lead to a fire.	 Unplug the power cord and remove foreign materials such as paper clips if they fall inside the printer. Failure to do so may cause electric shock and/or fire, leading to injuries.	 Do not operate and/or disassemble the printer other than as directed in User's Manual. Doing so may cause electric shock and/or fire, leading to injuries.
 Unplug the power cord and contact a customer service center if the printer is dropped or the cover is damaged. Failure to do so may cause electric shock and/or fire, leading to injuries.	 Unplug the power cord periodically to clean plug blades and base section between the blades. If the power plug remains inserted for a long time, the base section will get dusty, and the plug may short circuit, which may cause fire.	 Do not clean spilled toner with a vacuum cleaner. If cleaning spilled toner with a vacuum cleaner, it may catch fire due to the sparks from electric contact. Toner spilled on the floor should be wiped off with wet cloth.
 Do not insert materials in a vent hole. Doing so may cause electric shock and/or fire leading to personal injuries.	 Do not put a cup with liquids such as water on the printer. Doing so may cause electric shock and/or fire leading to personal injuries.	 Do not touch the fuser and other parts when opening the cover of the printer. Doing so may cause burns.
 Do not throw toner cartridges and image drum cartridges into fire. Doing so may cause dust explosion leading to burns.	 Do not use a power cord, a cable, or a ground wire other than those that are indicated in User's Manual. Doing so may cause fire.	 The operation of using UPS (uninterruptible power source) or inverters is not guaranteed. Do not use uninterruptible power source or inverters. Doing so may cause fire.
 CAUTION		
 Do not come closer to the paper's exit area when the power is turned on, while printing. Doing so may result in personal injury.	 Do not touch a damaged liquid-crystal display. If liquid (liquid crystal) leaked from the liquid-crystal display gets into the eyes or mouth, flush with large amount of water. Follow the direction from a doctor if necessary.	

● Manual Composition

The following manuals are included with this product.

- Quick Guide
This notes brief descriptions of how to install this printer.
- User's Manual (Setup) ---- This document
Basic operations are described to aid understanding of this printer. The initial setup descriptions including printer placement and the network initial setting are noted along with troubleshooting and maintenance procedures.
- User's Manual (Advanced)
The advanced manual describes the advanced operations of each function. The utility and network setting information is included.

● About This Manual

Terms in this document

The following terms are used in this manual.



- Indicates important information on operations. Make sure to read sections with this mark.



- Indicates additional information on operations. You should read sections with this mark.



- Indicates where to look when you want to know more detailed or related information.

WARNING

- A warning provides additional information which, if ignored, may result in a risk of personal injury.

CAUTION

- A caution provides additional information which, if ignored, may result in equipment malfunction or damage.

Symbols in this document

The following symbols are used in this manual.

Symbols	Description
[]	● Indicates menu names on the display screen. ● Indicates menu, window, and dialog names on the computer.
" "	● Indicates messages and input text on the display screen. ● Indicates file names on the computer. ● Indicates reference titles.
< > button/key	Indicates a hardware button on the operator panel or a key on the keyboard of the computer.
>	Indicates how to get to the item you want in the menu of this printer or the computer.
Your Printer	Indicates a printer you want to use or select.

Notation used in this manual

The following notations may be used in this manual.

- C822n/C822dn→ C822
- Microsoft® Windows® 7 64-bit Edition operating system→ Windows 7 (64bit version) *
- Microsoft® Windows Vista® 64-bit Edition operating system→ Windows Vista (64bit version) *
- Microsoft® Windows Server® 2008 R2 64-bit Edition operating system→ Windows Server 2008 *
- Microsoft® Windows Server® 2008 64-bit Edition operating system→ Windows Server 2008 (64bit version) *
- Microsoft® Windows® XP x64 Edition operating system → Windows XP (x64 version) *
- Microsoft® Windows Server® 2003 x64 Edition operating system→ Windows Server 2003 (x64 version) *
- Microsoft® Windows® 7 operating system→ Windows 7 *
- Microsoft® Windows Vista® operating system→ Windows Vista *
- Microsoft® Windows Server® 2008 operating system→ Windows Server 2008 *
- Microsoft® Windows® XP operating system→ Windows XP *
- Microsoft® Windows Server® 2003 operating system→ Windows Server 2003 *
- Microsoft® Windows® 2000 operating system→ Windows 2000
- Generic name for Windows 7, Windows Vista, Windows Server 2008, Windows XP, Windows Server 2003, and Windows 2000→ Windows

* If there is no special description, 64bit version is included in Windows 7, Windows Vista, Windows Server 2008, Windows XP, and Windows Server 2003. (64bit version and Windows Server 2008 R2 is included in Windows Server 2008.)

If there is no special description, Windows 7 is used as Windows, Mac OS X 10.7 is used as Mac OS X, and C822dn is used as the printer for examples in this document.

Depending on your OS or model, the description on this document may be different.

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1. Setup

How to set up is explained in this chapter.

■ Setup Flow

1. Checking Products

- Checking package contents
- Checking names of the operator panel and how to operate
- Checking names of product parts
- Checking options



2. Checking the Placement Environment

- Checking the placement environment
- Checking placement location

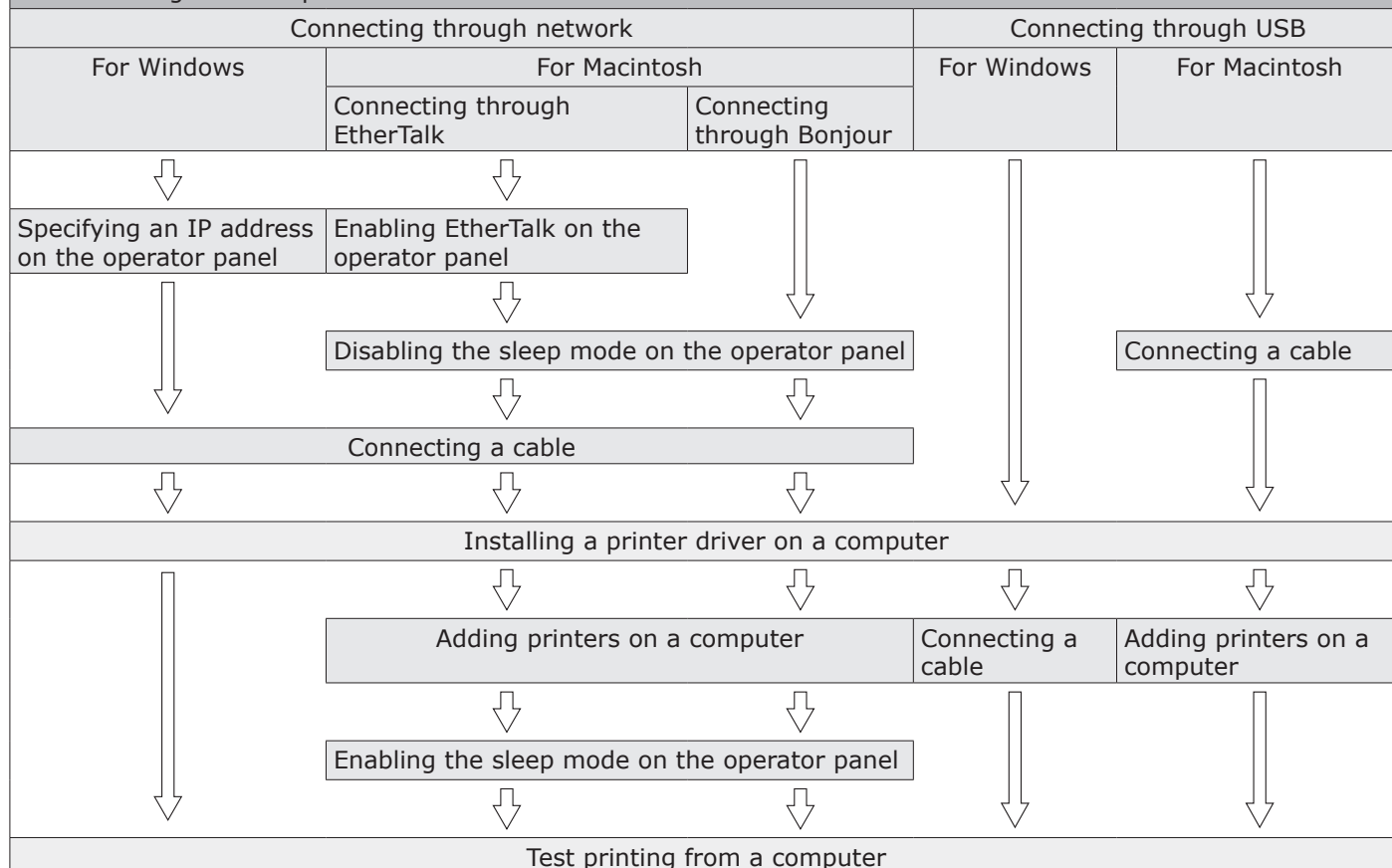


3. Preparing a Printer

- Unpacking
- Removing cushioning materials
- Installing consumables
- Loading paper
- Turning on/off the power
- Installing options
- Test printing from the printer



4. Connecting to a Computer



● Checking Products

This section gives an overview of the printer.

Checking Package Contents

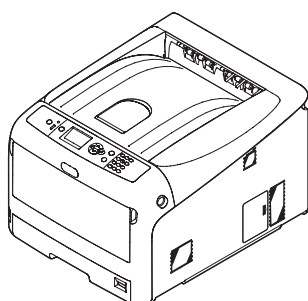
Check that you have everything shown below.

 CAUTION	It may cause injury!	
At least two people are needed to lift the printer safely because it weighs about 37 Kg or 40 Kg.		

Reference

- For details on how to open the package, refer to "Unpacking" P.17.

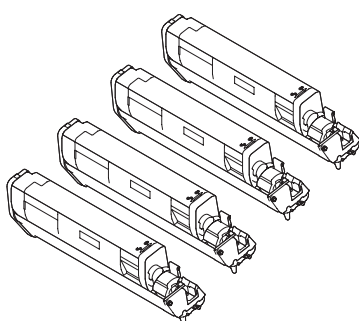
- Printer



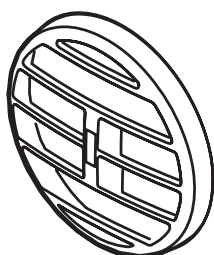
- Four image drums (black, yellow, magenta and cyan)
- Four starter toner cartridges (black, yellow, magenta and cyan)

! Note

- The starter toner cartridges are installed in the image drums which are installed in the printer before shipment.



- Louver for emission



- Quick Guide
- Software DVD-ROM



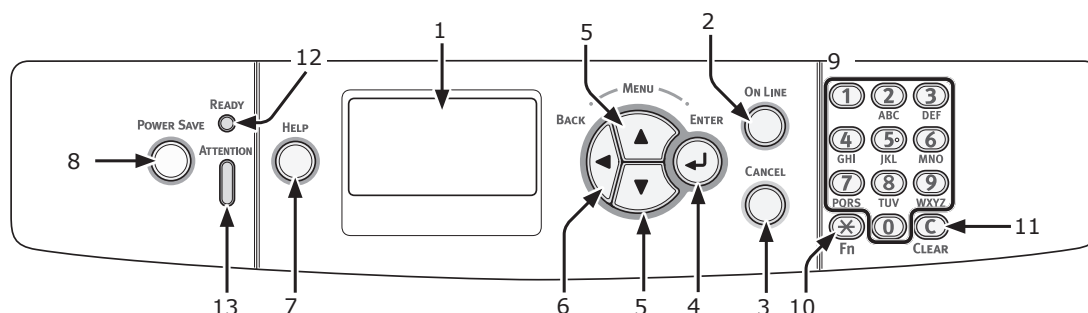
- AC cord

! Note

- An Ethernet cable and USB cable are not supplied with your printer. Procure them separately.
- Packaging and cushioning material are needed if transporting the printer. Do not throw them away.

• Operator Panel

This section explains the names and functions of components on the operator panel and how to enter text.



No.	Name	Function
1	Display screen	Displays operating instructions and the status of the printer.
2	<ON LINE> button	Switches between on line and off line modes.
3	<CANCEL> button	Cancels the current print immediately.
4	<ENTER> button	- Displays the menu screen. - Confirms the highlighted item.
5	<SCROLL> button	Selects the menu or scrolls the screen.
6	<BACK> button	Returns to the previous screen.
7	<HELP> button	Displays the help screen. To close, press the <HELP> button, <BACK> button, or <CANCEL> button.
8	<POWER SAVE> button	- Enters or exits the power saving mode. - Exits the sleep mode. Lights up green in the power save mode and blinks green in the sleep mode.
9	Ten-key pad	- Enters numbers. - Enters alphabetical characters and symbols. A password can be entered only with a ten-key pad.
10	<Fn> key	Displays the equipment setting menu screen with a shortcut function.
11	<CLEAR> key	Executes the following actions according to the entered items when pressed or held down. - Minimizes a setting value. - Enters zero for a setting value. - Deletes a character. - Cancels a selected item. Returns to the previous settings. Not available when entering an IP address.
12	<READY> indicator	Lights up green in on line mode and turns off in off line mode.
13	<ATTENTION> indicator	Lights up or blinks orange when an error occurs in the device.

How to Use the Ten-Key Pad

Use to enter numbers and characters.

Each time a numeric key is pressed, entered numbers or characters are changed cyclically in the following order:

<1>: 1

<2>: a → b → c → 2 → a

<3>: d → e → f → 3 → d

<4>: g → h → i → 4 → g

<5>: j → k → l → 5 → j

<6>: m → n → o → 6 → m

<7>: p → q → r → s → 7 → p

<8>: t → u → v → 8 → t

<9>: w → x → y → z → 9 → w

<0>: 0

The functions of <*> and <C> keys are the followings:

<*>: Function key (Available only when the standby screen is displayed.)

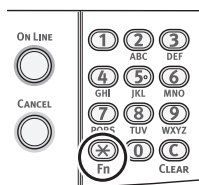
<C>: Deletes a character when entering a password.

To enter "abc" for example, press <2> → <ENTER> button → <2> → <2> → <ENTER> button → <2> → <2> → <2> → <ENTER> button.

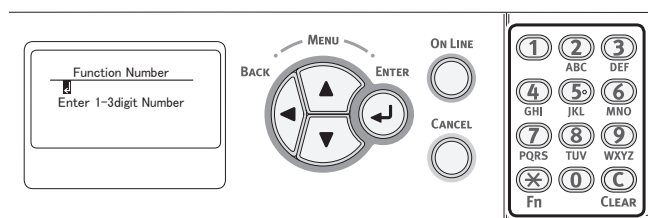
How to Use the Function Key

Press numeric keys after pressing the **<Fn>** key when the message **"Ready To Print"** appears on the display screen. The function menu corresponding to the number entered is displayed.

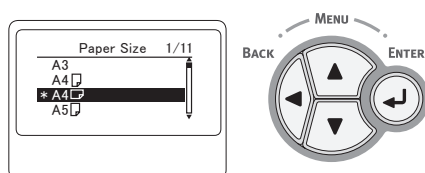
- 1 Press the **<Fn>** key.



- 2 Press the numeric keys (0-9) to display the desired function item and press the **<ENTER>** button.



- 3 The setting screen of the selected function is displayed. Check or change the settings.

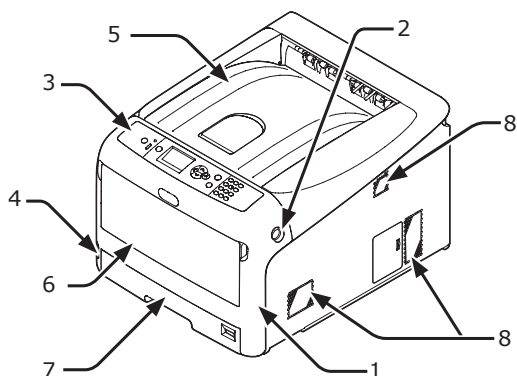


Function Menu List

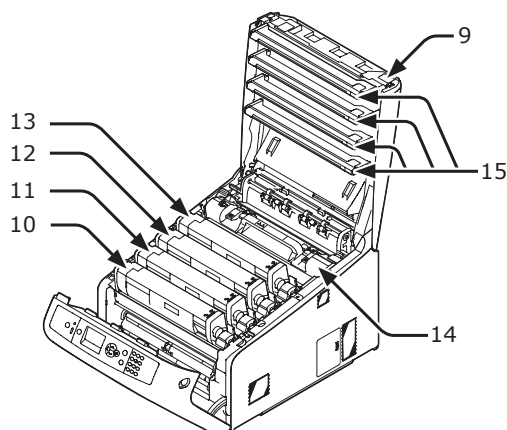
Function No.	Function menu
1	Encrypted Job
2	Stored Job
10	Paper Size (Tray 1)
11	X Dimension (Tray 1)
12	Y Dimension (Tray 1)
13	Media Type (Tray 1)
14	Media Weight (Tray 1)
15	Legal Paper (Tray 1)
16	Other Size (Tray 1)
20	Paper Size (Tray 2)
21	X Dimension (Tray 2)
22	Y Dimension (Tray 2)
23	Media Type (Tray 2)
24	Media Weight (Tray 2)

Function No.	Function menu
25	Legal Paper (Tray 2)
26	Other Size (Tray 2)
80	Paper Feed
90	Paper Size (MP Tray)
91	X Dimension (MP Tray)
92	Y Dimension (MP Tray)
93	Media Type (MP Tray)
94	Media Weight (MP Tray)
95	Tray Usage (MP Tray)
100	Configuration
101	Network
102	Usage Report
103	Error Log
200	Power Save Time
201	Sleep Time
202	Auto Power Off Time
210	Error Report
220	X Adjust
221	Y Adjust
222	Duplex X Adjust
223	Duplex Y Adjust
230	Paper Black Setting
231	Paper Color Setting
232	Trans. Black Setting
233	Trans. Color Setting
234	SMR Setting
235	BG Setting
236	Drum Cleaning
237	Hex Dump
300	Adjust Density
301	Adjust Registration
302	Print Tuning Pattern
310	Cyan Darkness
311	Magenta Darkness
312	Yellow Darkness
313	Black Darkness

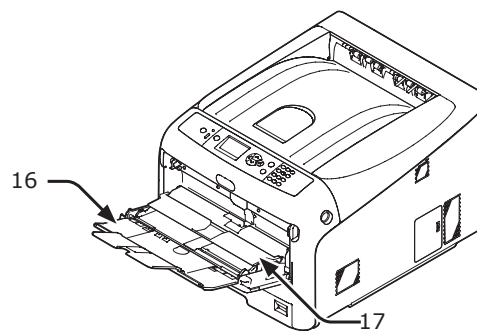
Names of Components



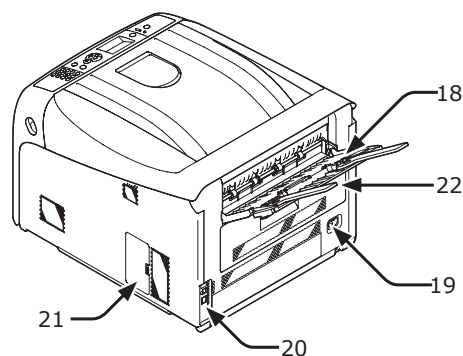
No.	Name
1	Front cover
2	Front cover open lever
3	Operator panel
4	Power switch
5	Top cover
6	Multipurpose tray
7	Tray 1
8	Air vents



No.	Name
9	Top cover open button
10	Toner cartridge Image drum (K: black)
11	Toner cartridge Image drum (Y: yellow)
12	Toner cartridge Image drum (M: magenta)
13	Toner cartridge Image drum (C: cyan)
14	Fuser unit
15	LED head (four heads)

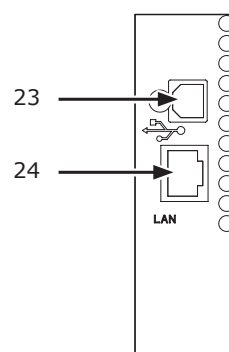


No.	Name
16	Multipurpose tray
17	Paper set cover



No.	Name
18	Faceup stacker
19	AC power socket
20	Interface part
21	Access cover
22	Duplex unit (Only for the model of the name with dn)

• Interface part



No.	Name
23	USB interface connection
24	Network interface connection

Available Options

The following options are available for your printer:

- Additional tray unit (tray 2)
- Additional RAM (256 MB or 512 MB)
- 16 GB SD memory card kit

Reference

- For details on how to install the options, refer to ["Installing Options" P.23](#).
- An SD memory card kit is used for functions such as a storage for spooling when copying sectors, saving secure print/encrypted print data, and as a storage destination for form data. For information on secure print, encrypted secure print and form data storage functions, please refer to the User's Manual (Advanced).

• Checking the Placement Environment

Placement Environment

Your printer must be placed in the following environment:

Temperature:	10 - 32°C
Humidity:	20% - 80% RH (relative humidity)
Maximum wet bulb temperature:	25°C
Recommended environment:	17 - 27°C, 50 - 70 % RH

! Note

- Be careful of condensation. It may cause a malfunction.
- If placing your printer in a location where the humidity of the surrounding air is less than 30% RH, use a humidifier or antistatic mat.

⚠ WARNING

- Do not install near high temperature or the fire.
- Please do not install in a place from which a chemical reaction is started (laboratory etc.).
- Do not install near the inflammable solution, such as alcohol and thinner.
- Do not install in the place which the small child's hand reaches.
- Do not install in an unstable place (the shaky stand, leaning place, etc.).
- Do not install in a place many humidity, dusty and the place where direct rays hit.
- Do not install in the environment of briny air and corrosive gas.
- Do not install in a place with much vibration.
- Do not install in a place where the ventilation hole of the printer is closed.

⚠ CAUTION

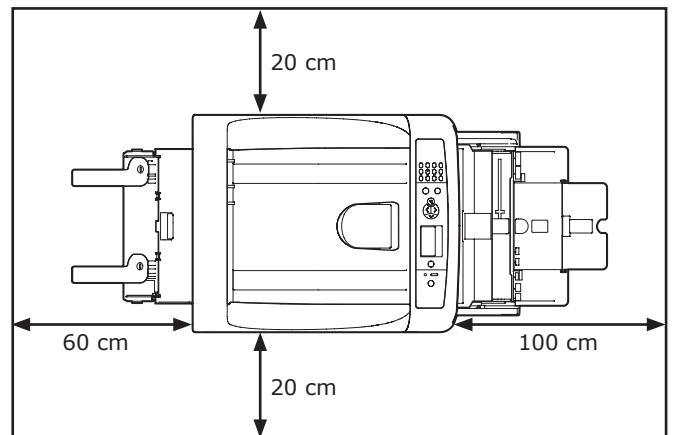
- Do not place directly on a rug or carpet with long strands.
- Do not install in a closed room with poor ventilation and circulation.
- If you use the printer in a small room for a long time, please make sure that you ventilate the room.
- Install away from strong magnetic fields and sources of noise.
- Install away from monitors or TVs.

Placement Space

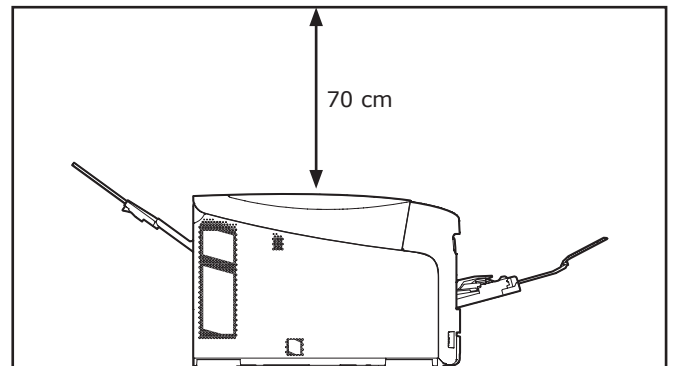
Place your printer on a flat surface that is wide enough that the printer's feet securely on the surface.

Allow for enough room around your printer as shown in the images below.

• Top view



• Side view



● Preparing Your Printer

This section explains how to unpack your printer and how to turn it on and off.

Unpacking



It may cause injury!

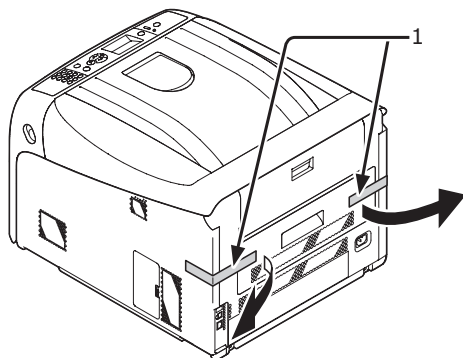


- At least two people are needed to lift the printer safely because it weighs about 37 Kg or 40 Kg.

! Note

- Be sure to use the consumables or maintenance units provided with this printer at first. Otherwise, the life of the consumables or maintenance units may not be displayed correctly, or you may not be able to use them later.
- The image drum (the green tube) is very delicate. Handle it carefully.
- Do not expose the image drum to direct sunlight or very bright interior light (approximately more than 1500 lux). Even under the normal interior light, do not leave it for more than 5 minutes.
- Packaging and cushioning material are needed if transporting the printer. Do not throw them away.

- 1 Remove your printer from the box and remove all cushioning materials and the plastic bag from your printer.
- 2 Remove the two strips of protective tape (1) at the back of your printer.

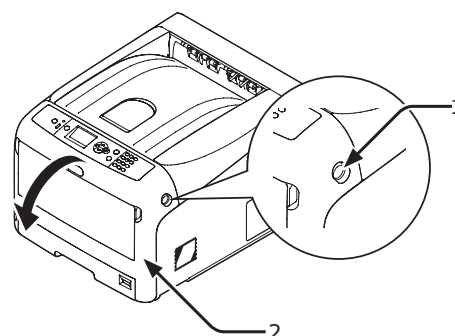


Installing Consumables

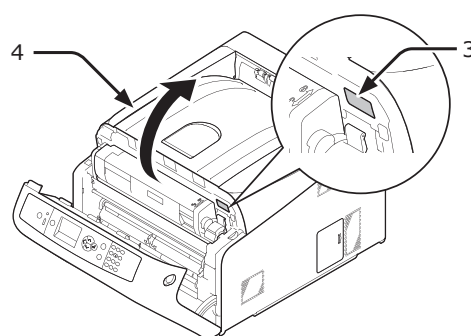
- 1 Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.

! Note

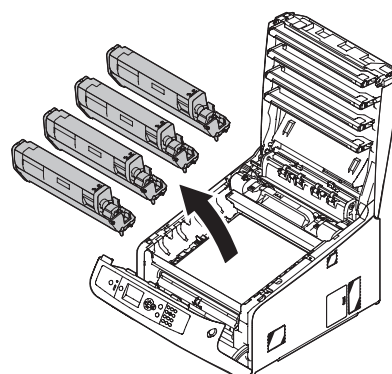
- Open the front cover gently. If opening rapidly, an MP tray may open.



- 2 Press the top cover open button (3) and open the top cover (4).

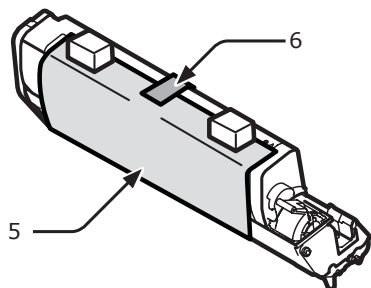


- 3 Take out all four image drums from the printer.

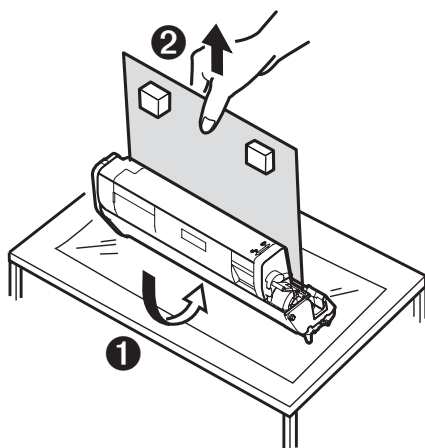


- 4** Remove the protective sheets from four image drums.

- (1)** Place an image drum on a newspaper. Remove a tape (6) stuck on a protective sheet (5) and open it.



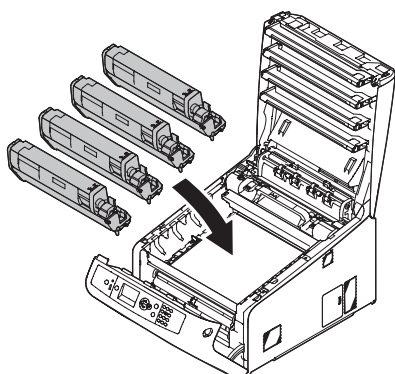
- (2)** Pull out a protective sheet to the direction of the arrow.



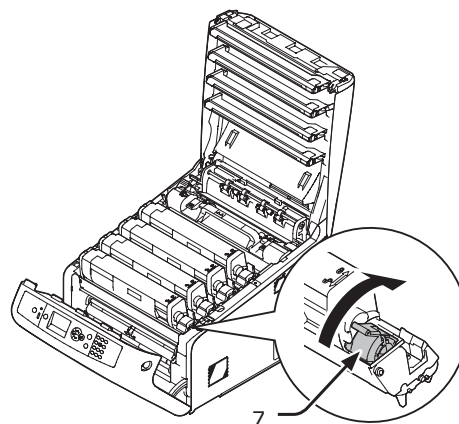
! Note

- Do not turn the lock lever of the toner cartridge.

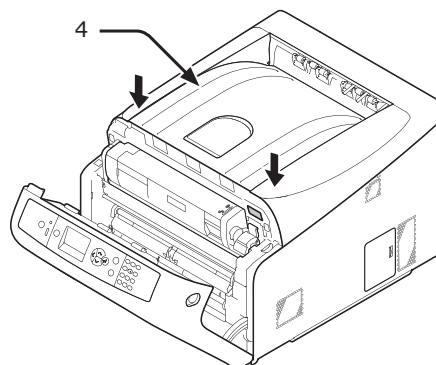
- 5** Put all four image drums back into a printer.



- 6** Turn the blue lever (7) of the toner cartridge in direction of the arrow fully. Turn the levers of all four 4 toner cartridges.



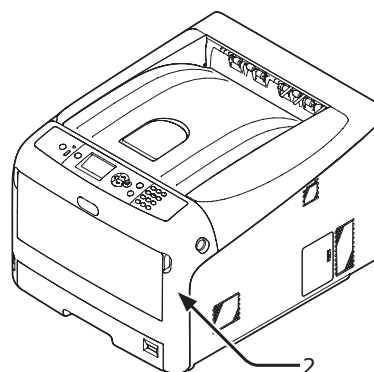
- 7** Close the top cover (4) by pushing the both sides of the cover firmly.



- 8** Close the front cover (2).

! Note

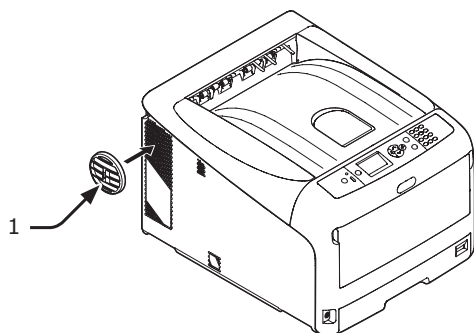
- The front cover cannot be closed securely if the top cover is not closed.



Installing Accessories

If you want to adjust a direction of air emitted from a printer, install a louver.

- 1 Install the supplied louver (1) on the air vent on the side of the printer.



Memo

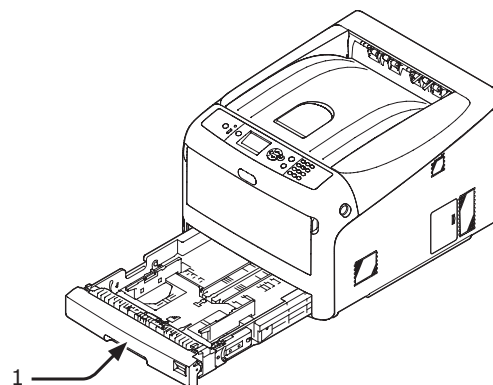
- Turn a louver to change a direction of air emitted from a printer.

Loading Paper

Reference

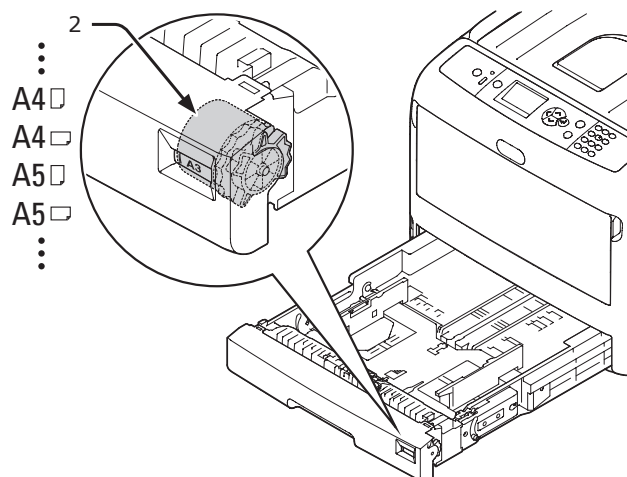
- Please refer to "Supported Paper" P.53 for information on how to load paper into the printer.

- 1 Pull out the paper tray (1).

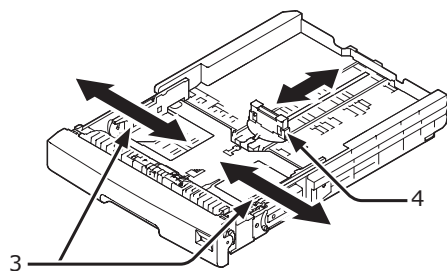


- 2 Set the paper size dial (2) to match the loading paper size.

Set the dial to [A4 □] when loading the A4 size paper with a landscape orientation.

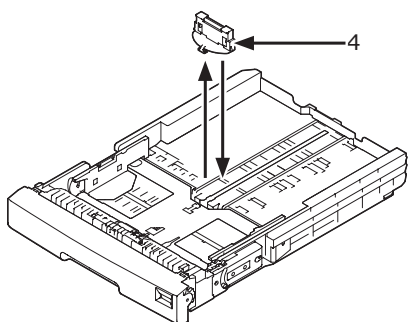


- 3** Slide the paper guide (3) and paper stopper (4) to the size of paper to be loaded.

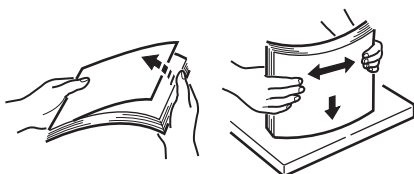


Note

- When loading the A6 size paper, move the paper stopper (4) forward and remove it once, then install it on the metal part.



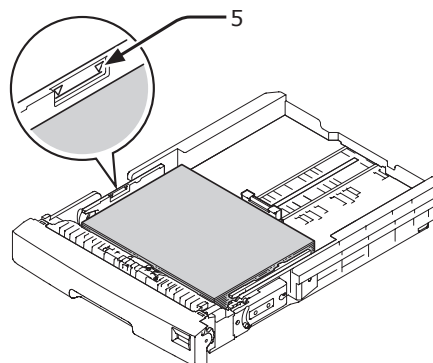
- 4** Flex paper back and forth, and then fan it. Straighten the edges of the paper stack on a level surface.



- 5** Load paper with the print side face down and press it from above.

Note

- Do not load paper exceeding the [▼] mark (5) of the paper guide.



- 6** Check if a size of loaded paper matches the setting of paper size dial.

- 7** Return the paper tray to the printer.

Memo

- If loading a paper that you cannot select the size with a paper size dial options, set the dial to [**Other**], and then set a paper size on the operator panel.

- 8** Open a file you want to print, and print it.

Turning On/Off the Power

Power Supply Conditions

The power supply must meet the following conditions:

Current: 220 - 240 VAC (Range 198 - 264 VAC)
Frequency: 50/60 Hz $\pm$ 2%

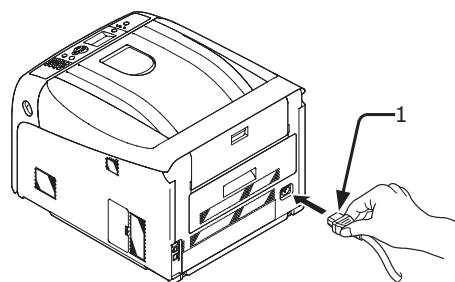
Note

- If the power supply is unstable, use a voltage regulator.
- The maximum power consumption of this printer is 1400 W. Ensure that the power supply is sufficient to operate this printer.
- We do not guarantee operation where an uninterruptible power system (UPS) or inverter is used. Do not use an uninterruptible power system (UPS) or inverter.

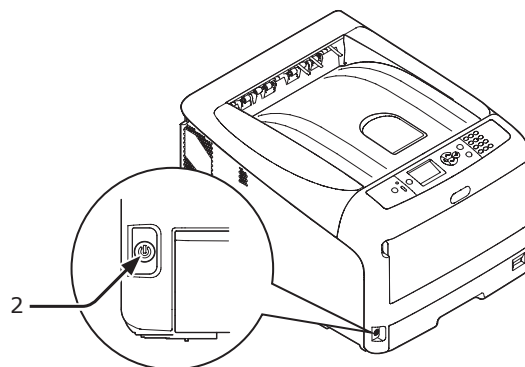
 WARNING	There is a risk of getting an electric shock and/or causing fire.	
• Be sure to turn off the power supply switch when attaching or removing the AC cable and earth wire. • Be sure to connect an earth wire to the grounding terminal of exclusive use. • Please do not connect with the ground of a water pipe, a gas pipe, and a telephone wire, and a lightning rod by any means. • Make sure to connect with the ground terminal before connecting the power cord to the power supply plug. • Be sure to plug in and unplug the AC cable while holding on to the power supply plug. • Insert the AC cable plug completely into the wall socket securely. • Do not touch the power cord, or printer, if your hands are wet. • Install a power cord in the place which is not stepped on, and do not place a thing on a power cord. • Do not use the cord tied in a bundle. • Please do not use the damaged power cord. • Do not use multi-outlet adapters. • Do not connect this printer and other electric products to the same wall socket. If it connects simultaneously with an air conditioner, copier, shredder, etc. Especially, a printer may incorrect-operate by the electric noise. When you connect with the same wall socket unavoidably, please use a commercial noise filter or a commercial noise cut transformer. • Use the attached power cord and insert it directory with the ground terminal. Do not use the power cord for other product for the printer. • Do not use an extension cord. When you use it unavoidably, use the thing more than rated 15 A. • Use of an extended code may not operate a printer normally by AC voltage descent. • During printing, do not shut off a power supply or do not pull out a power supply plug. • When you use it neither for consecutive holidays nor a travel for a long time, pull out a power cord. • Do not use attached power cord to the other products.		

Turning On the Power

- 1 Plug the AC cord (1) into the AC power socket of your printer.



- 2 Plug the AC cord into the electric socket.
- 3 Hold down the power switch (2) for about a second to turn on the power.



The message **"Ready To Print"** is displayed in the operator panel.

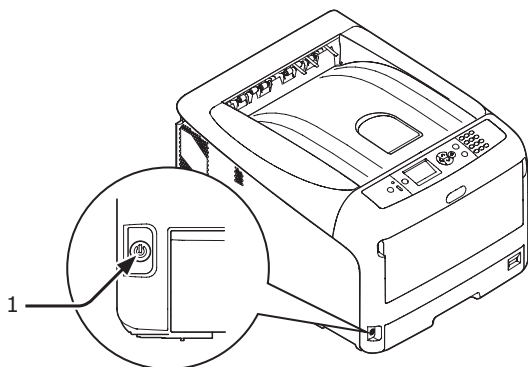
Turning Off the Power

- 1 Hold down the power switch (1) for about a second.

The message **"Shutting down Please wait. Printer will turn off automatically"** appears in the operator panel, and the power switch indicator blinks every 1 second. Then the printer turns off automatically and the power switch indicator goes out.

! Note

- It may take about 5 minutes to turn off the power. Wait until it turns off.



■ When the Printer is Not Used for a Long Time

When the printer is not used for a long time due to consecutive holidays or when on vacation, or when changing or attaching parts in repair or maintenance, unplug the AC cord.

Memo

- The printer will not be functionally impaired even if left unplugged for a long time (more than 4 weeks).

Power Save Mode and Sleep Mode

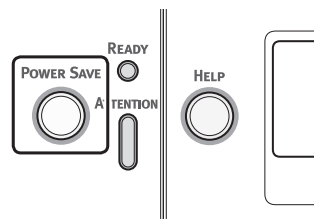
Two-phase power conservation enables you to save on power consumed by the printer.

■ Power Save Mode

When your printer is not used for a certain period of time, it automatically enters the power save mode to reduce the power consumption.

You can enter the power save mode manually by pressing the **<POWER SAVE>** button on the operator panel.

The **<POWER SAVE>** button lights up green while in this mode.



Memo

- By factory default, the time interval before entering the power save mode is set to 1 minute. For how to change the time that elapses before the printer enters the power save mode, refer to ["Setting the Time that Elapses Before Entering the Power Save Mode" P.70](#)

■ Sleep Mode

Your printer goes from the power save mode to the sleep mode after a set period of time.

In the sleep mode, the status of your printer is almost the same as when it is turned off.

The **<POWER SAVE>** button blinks while in the sleep mode.

! Note

- The printer does not enter the sleep mode if an error occurs.

Memo

- By factory default, the time interval before entering the sleep mode is set to 15 minutes. For how to change the time that elapses before the printer enters the sleep mode, refer to ["Setting the Time that Elapses Before Entering the Sleep Mode" P.71](#)

Reference

- For more detailed information on sleep mode, please refer to the User's Manual (Advanced).

■ Restoring a Printer from the Power Saving Mode

To restore the printer from the power save mode or the sleep mode, press the **<POWER SAVE>** button on the operator panel.

Memo

- When the printer receives a print job from a computer or other devices, it is restored automatically.

Auto Power Off Function

When a certain period of time elapses after printing, this printer will turn off automatically.

Memo

- The factory default setting for time that elapses before the printer power turns off automatically is 4 hours.
- For how to change the time that elapses before the printer power turns off automatically, refer to ["Settings for Turning Power Off Automatically \(Auto Power Off\)" P.74.](#)

Note

- While connecting to a network, a printer does not enter the auto power off mode.

Installing Options

This section explains how to install options on your printer. The following options are available:

- Additional tray unit (Tray 2)
- Additional RAM (256 MB or 512 MB)
- 16 GB SD memory card kit

Note

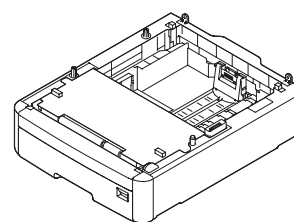
- Be sure to turn off your printer and unplug the AC cord and Ethernet or USB cable before installing options. Installing options while your printer is turned on may damage your printer and options.

Memo

- After installing options, set the option settings with a printer driver. Refer to ["When Adding Options" P.52](#)

Installing an Additional Tray Unit

Install an optional additional tray unit when you want to increase the paper capacity of your printer. You can install up to three additional tray units. After installation, you need to configure the printer driver settings.



N35110A

Reference

- For specifications of the additional tray unit, refer to ["Supported Paper" P.53.](#)

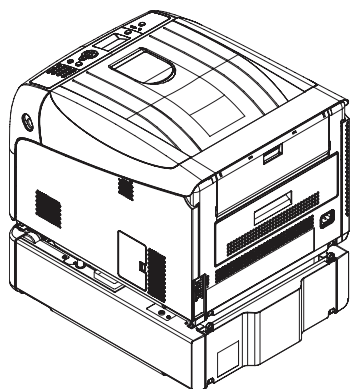
CAUTION	It may cause injury!	
• At least two people are needed to lift the printer safely because it weighs about 37 Kg or 40 Kg.		

- 1 Turn off your printer, and then unplug the AC cord and the Ethernet or USB cable.

Reference

- ["Turning Off the Power" P.22](#)

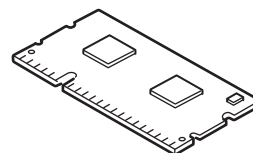
- 2 Place a printer on the additional tray gently aligning the back sides of a printer and the additional tray.



- 3 Plug the AC cord and Ethernet or USB cable into your printer, and then turn on the power switch.

Installing Additional RAM

Install additional RAM to increase the memory capacity of your printer in cases such as if memory overflow or the collate print errors occur. Your printer supports 256 MB and 512 MB RAM.



! Note

- Use only genuine OKI products. The performance cannot be guaranteed when using other products.

Memo

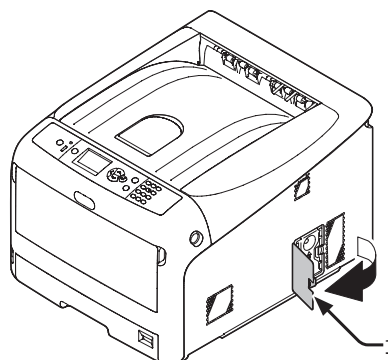
- For banner printing, installing additional memory is recommended.

- 1 Turn off your printer, and then unplug the AC cord and Ethernet or USB cable.

Reference

- "Turning Off the Power" P.22

- 2 Open the access cover (1) on the right side of a printer.

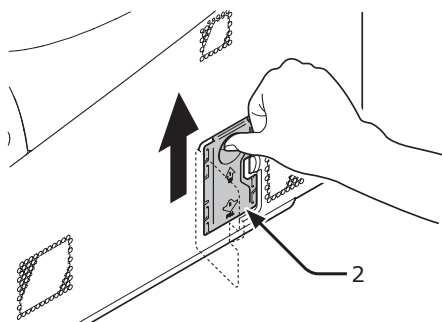


- 3 Slide the metal plate (2) upward to remove.

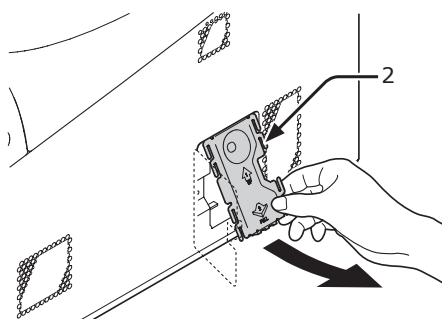
! Note

- If the SD memory card socket is attached, remove the SD memory card.

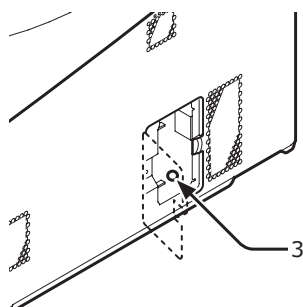
- (1) Put your finger in the recess of the metal plate (2), and slide it upward.



- (2) Pinch the lower part of the metal plate (2), and pull it forward.



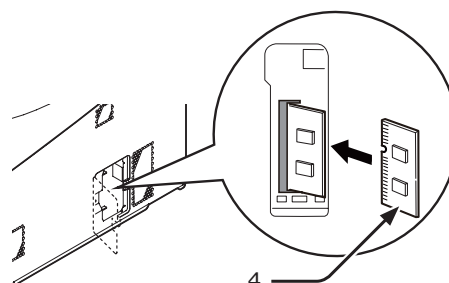
- 4 Make sure the LED (3) indicated by the arrow turns off. If it is lit, wait until it turns off.



- 5 Insert the additional RAM (4) into the slot and fix it by pushing it toward the printer.

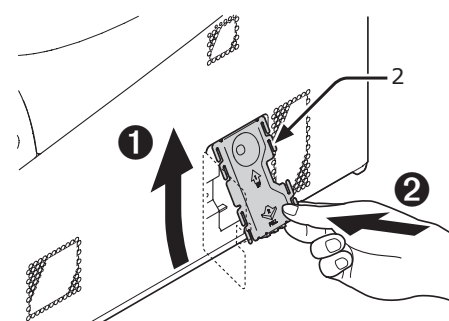
Note

- Be sure to check a direction of an additional RAM. The additional RAM has small dents on its connector, which are fitted with a connector of a slot.

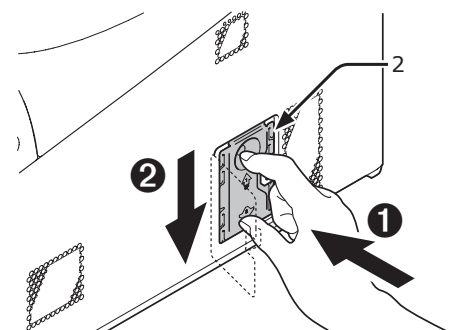


- 6 Install the metal plate (2).

- (1) First, insert the upper part of the metal plate (2) in the printer, then install the metal plate.



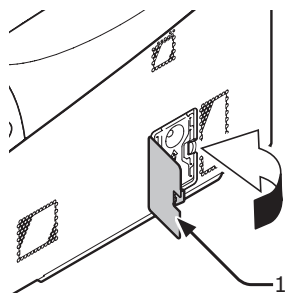
- (2) While holding the lower part of the metal plate (2), slide the metal plate downward and secure it.



Note

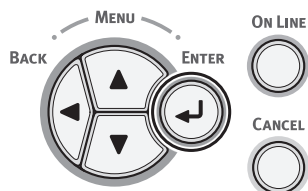
- Attach the SD memory card socket before installing the metal plate if the SD memory card socket was attached to the printer.

- 7 Close the access cover (1).

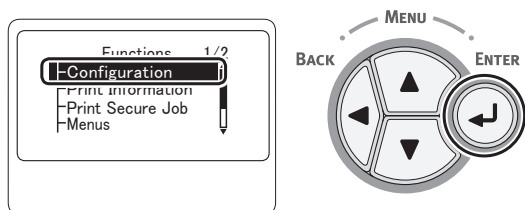


- 8 Plug the AC cord and Ethernet or USB cable into your printer, and then turn on the power switch.

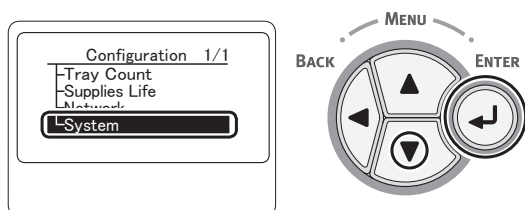
- 9 Press the <ENTER> button on the operator panel.



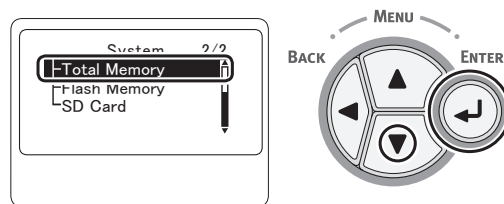
- 10 Check that [Configuration] is selected and press the <ENTER> button.



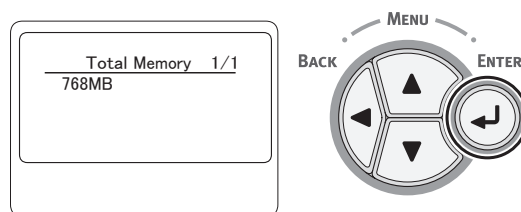
- 11 Press the scroll button ▼ several times to select [System] and press the <ENTER> button.



- 12 Press the scroll button ▼ several times to select [Total Memory] and press the <ENTER> button.



- 13 Check that the value of [Total Memory] has increased.

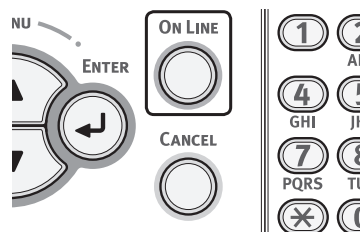


- For memory expanded to 256 MB, it is [512 MB]; for memory expanded to 512 MB, it is [768 MB].

Note

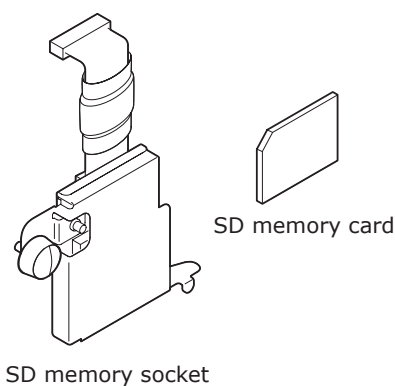
- If the value of [Total Memory] has not increased, turn off your printer and unplug the AC cord and Ethernet or USB cable, and then reinstall the additional RAM.

- 14 Press the <ON LINE> button.



Installing the 16-GB SD Memory Card Kit

For storing print data or a secure printing, install the SD memory card kit.



Memo

- The SD memory socket is attached to the SD memory card.

Note

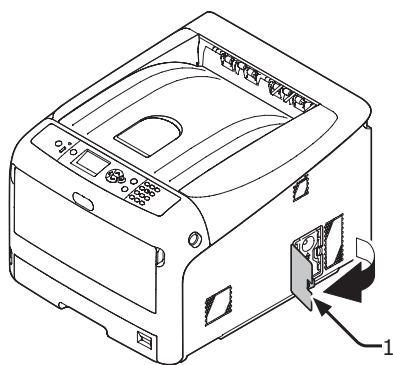
- Use only genuine OKI products. The performance cannot be guaranteed when using other products.
- You can not use the SD memory card with the protection switch for accidental overwriting locked. Make sure to release the lock.

- 1 Turn off your printer, and then unplug the AC cord and Ethernet or USB cable.

Reference

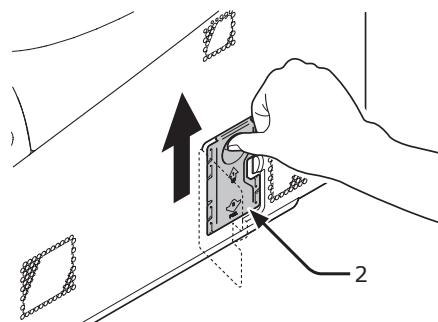
- "Turning Off the Power" P.22

- 2 Open the access cover (1).

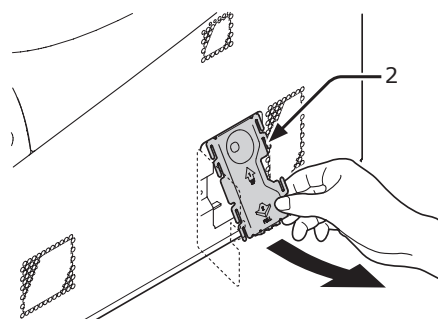


- 3 Slide the metal plate (2) upward to remove.

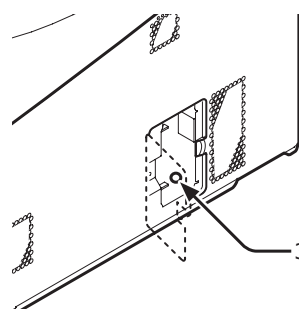
- (1) Put your finger in the recess of the metal plate (2) and slide it upward.



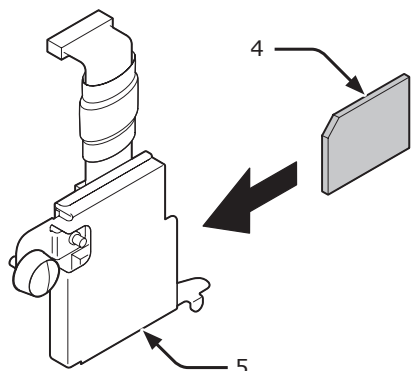
- (2) Pinch the lower part of the metal plate (2) and pull it forward.



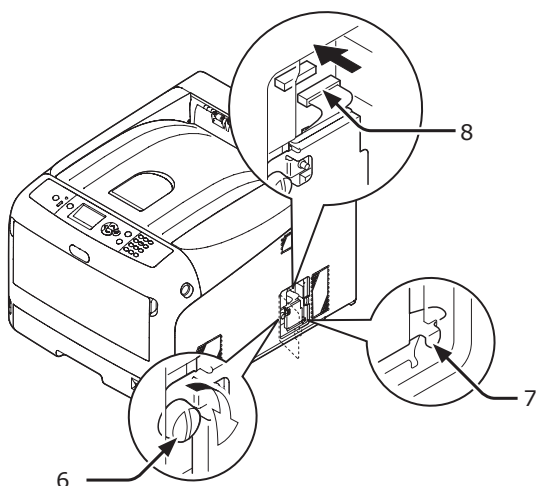
- 4 Make sure the LED (3) indicated by the arrow turns off. If it is lit, wait until it turns off.



- 5** Install the SD memory card (4) into the SD memory card socket (5).

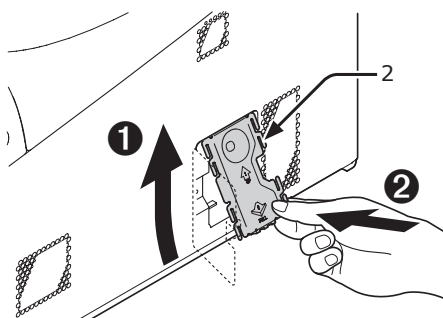


- 6** Install the SD memory socket to the printer with the screw (6) and tab (7) for the SD memory card socket and attach the connector (8).

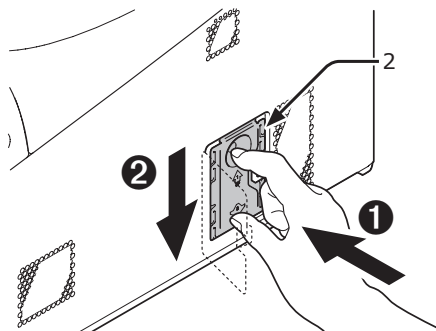


- 7** Install the metal plate (2).

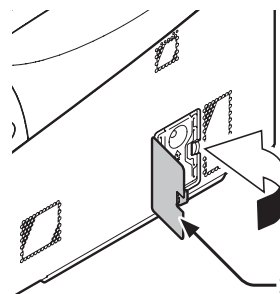
- (1)** First, insert the upper part of the metal plate (2) in the printer, then install the metal plate.



- (2)** While holding the lower part of the metal plate (2), slide the metal plate downward and secure it.

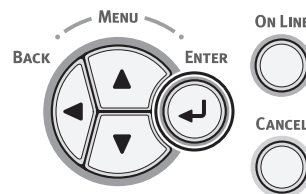


- 8** Close the access cover (1).

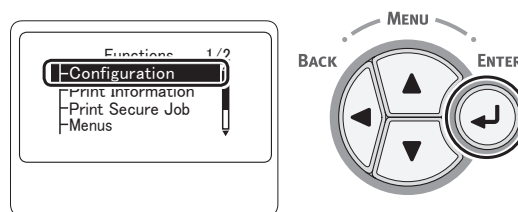


- 9** Plug the AC cord and Ethernet or USB cable into your printer, and then turn on the power switch.

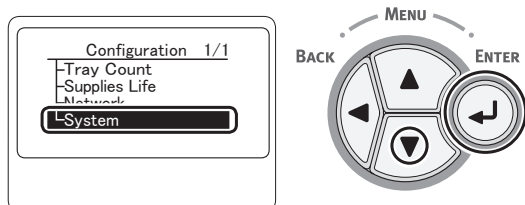
- 10** Press the **<ENTER>** button on the operator panel.



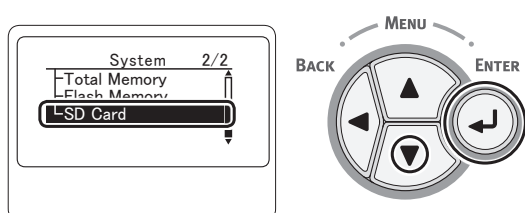
- 11** Check that **[Configuration]** is selected and press the **<ENTER>** button.



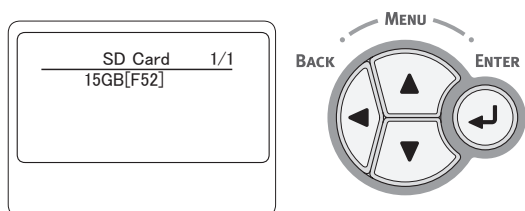
- 12** Press the scroll button ▼ several times to select [**System**] and press the <**ENTER**> button.



- 13** Press the scroll button ▼ several times to select [**SD Card**] and press the <**ENTER**> button.



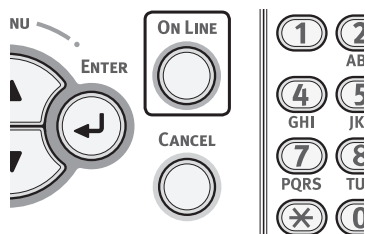
- 14** Check that the value of [**SD Card**] is [**16 GB**].



! Note

- [**15 GB**] may be displayed in [**SD Card**]. This is not an error.
- If the value of [**SD Card**] has not increased, turn off your printer and unplug the AC cord and Ethernet or USB cable, and then reinstall the SD memory card.

- 15** Press the <**ON LINE**> button.



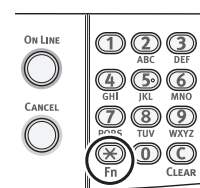
Test Printing from the Printer

Check that you can print with the printer. Check the detailed settings and status of your printer by printing the contents of the settings (Menu Map).

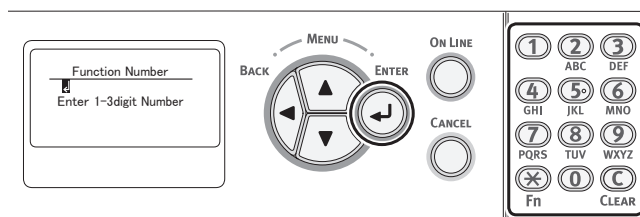
! Note

- When a printer is in the power saving mode, press the <**POWER SAVE**> button to restore from the mode.

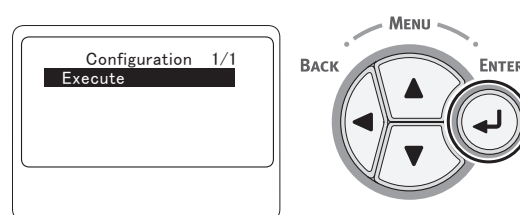
- 1** Press the <**Fn**> key on the operator panel.



- 2** Enter "100" using the ten-key pad and press the <**ENTER**> button.



- 3** Press the <**ENTER**> button as [**Execute**] is selected.



- 4** After finishing a print of printer settings, a setup for printing from a printer completes.

Reference

- You can also print reports and lists for each function. Refer to the User's Manual (Advanced).

● Connecting to a Computer

This section explains how to connect your printer to a computer and install a printer driver software using the provided "Software DVD-ROM".

Prepare a computer with a DVD drive.

■ Connection Method

You can select either of the following connection methods:

- "Network Connection" P.31
- "USB Connection" P.48

■ Product Requirements

Your printer supports the following operating systems:

- Windows 7/Windows 7 (64bit Version)
- Windows Vista/Windows Vista (64bit Version)
- Windows Server 2008 R2
- Windows Server 2008/Windows Server 2008 (x64 Version)
- Windows XP/Windows XP (x64 Version)
- Windows Server 2003/Windows Server 2003 (x64 Version)
- Windows 2000
- Mac OS X 10.3.9 to 10.7

! Note

- For Windows XP/Windows 2000, Internet Explorer 6.0 or later (MSXML 3.0) must be installed.
- Depending on the printer driver version or the version of Windows or Mac OS X, the description may be different.

Network Connection

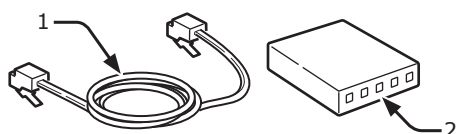
Perform the following procedure to connect your printer to a computer via network.

Connecting an Ethernet Cable

Be sure to connect your printer to a network with an Ethernet cable before driver installation.

- 1 Prepare an Ethernet cable (1) and a hub (2).

Prepare an Ethernet cable (category 5, twisted pair, straight) and a hub separately.



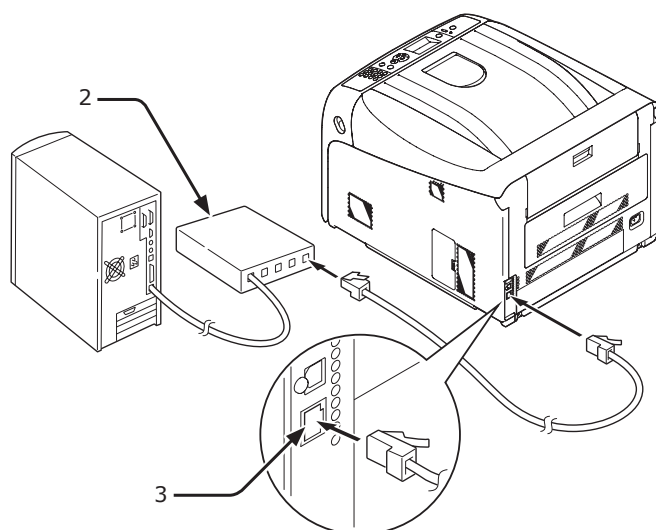
- 2 Turn off your printer and computer.

Reference

- "Turning Off the Power" P.22

- 3 Plug one end of the Ethernet cable into the network interface connection (3) on the back of the printer.

- 4 Plug the other end of the Ethernet cable into the hub (2).



Installing a Printer Driver (for Windows)

To complete the network connection with a Windows computer, first set IP addresses for the printer, and then install a printer driver on the computer.

If there is no DHCP server or BOOTP server on the network, you need to manually configure the IP address on the computer or printer.

If your network administrator or internet service provider specifies a unique IP address for the computer and your printer, you need to set the IP addresses manually.

Note

- You need to complete the network setting of the computer before this procedure.
- To complete this procedure, you must be logged in as an administrator.
- When setting an IP address manually, ask the network administrator or your internet service provider which IP address to use. If the IP address is set wrong, the network may go down or Internet access may be disabled.

Memo

- If configuring a small network consisting of only your printer and a computer, set IP addresses as shown below (according to RFC1918).

For the computer

IP address : 192.168.0.1 - 254
 Subnet mask : 255.255.255.0
 Default gateway : not used
 DNS server : not used

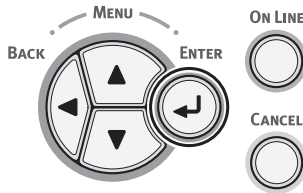
For the printer

IP address Set : Manual
 IP address: 192.168.0.1 - 254 (select a different value from that of the computer)
 Subnet Mask : 255.255.255.0
 Default Gateway : 0.0.0.0
 Network Scale : Small

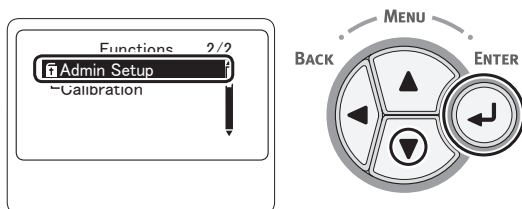
- To set **[Network Scale]**, press the <ENTER> button and then select **[Admin Setup] > [Network Setup] > [Network Scale]**.

□ First, Set the IP address of the printer.

- 1 Turn on the printer.
- 2 Press the **<ENTER>** button on the operator panel.

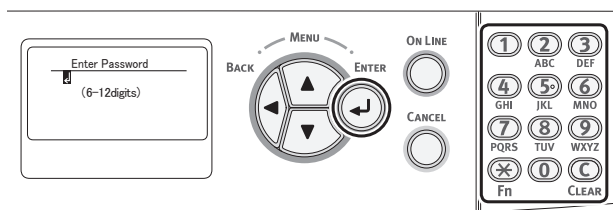


- 3 Press the scroll button ▼ to select **[Admin Setup]**, and press the **<ENTER>** button.

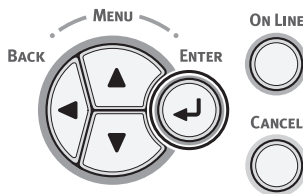


- 4 Enter the administrator password, using the numeric (0-9) keys.

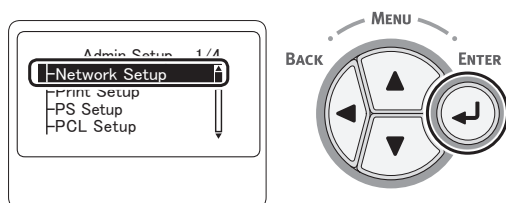
The factory default password is "aaaaaa". Press **<ENTER>** button after each character you input.



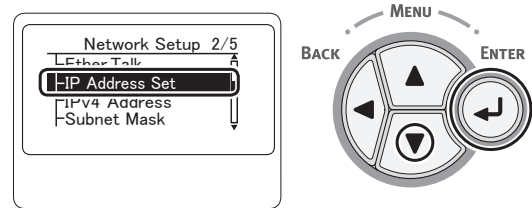
- 5 Press the **<ENTER>** button.



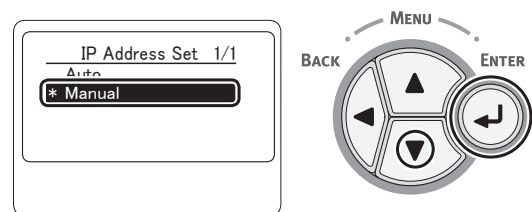
- 6 Check that **[Network Setup]** is selected and press the **<ENTER>** button.



- 7 Press the ▼ to select **[IP Address Set]**, and press the **<ENTER>** button.

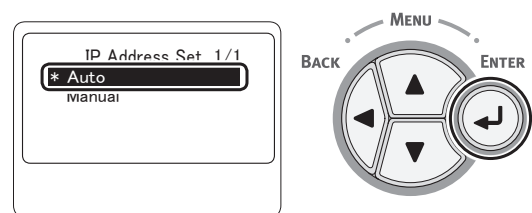


- 8 If setting the IP address manually, press the scroll button ▼ and select **[Manual]**, and press the **<ENTER>** button. Proceed to the step 9.

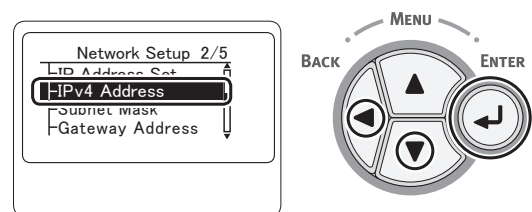


If obtaining the IP address automatically, check that **[Auto]** is selected, and press the **<ENTER>** button.

Proceed to the step 15.

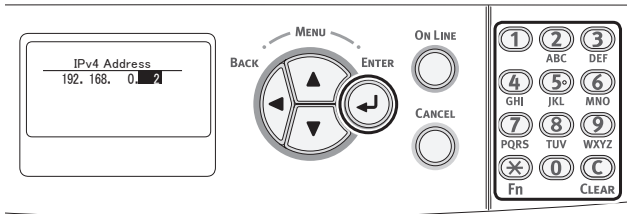


- 9 Press the **<BACK>** button until **[Network Setup]** is displayed. Press the scroll button ▼ to select **[IPv4 Address]**, and press the **<ENTER>** button.

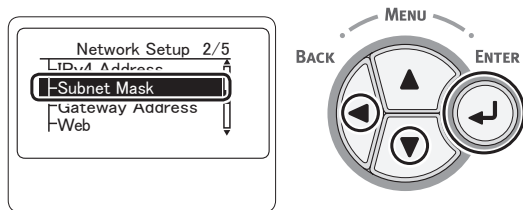


- 10** Enter the IP address using the numeric (0-9) keys, and press the **<ENTER>** button.

To move to the next box, press the **<ENTER>** button.

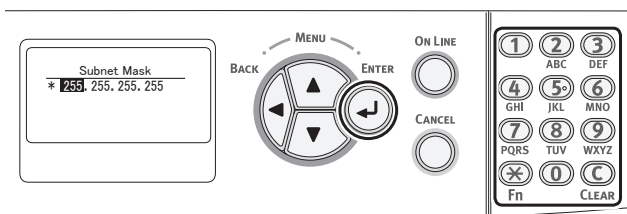


- 11** Press the **<BACK>** button until **[Network Setup]** is displayed. Press the scroll button ▼ to select **[Subnet Mask]**, and press the **<ENTER>** button.

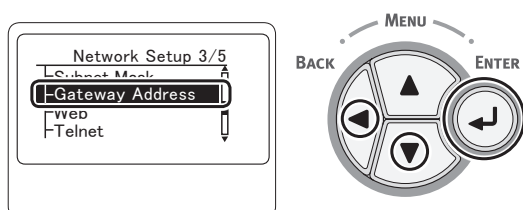


- 12** Enter the subnet mask in the same manner of IP address.

To move to the next box, press the **<ENTER>** button.



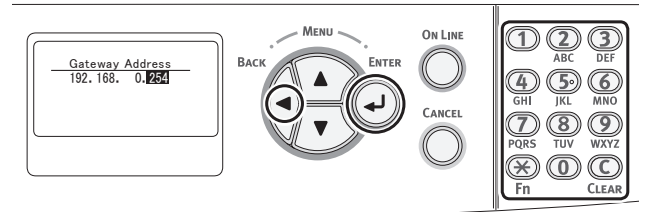
- 13** Press the **<BACK>** button until **[Network Setup]** is displayed. Press the scroll button ▼ to select **[Gateway Address]**, and press the **<ENTER>** button.



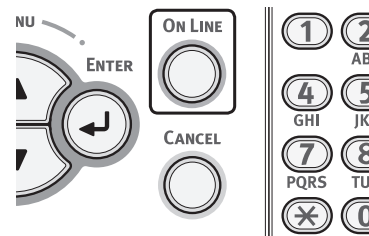
- 14** Enter the default gateway address and press the **<ENTER>** button.

To move to the next box, press the **<ENTER>** button.

After entering all settings, press the **<BACK>** button.



- 15** When the setup menu screen is displayed, press the **<ON LINE>** button to complete the network settings.



- ❑ Next, install the printer driver on the computer.

- 1 Ensure that your printer and the computer are turned on and connected, and then insert the "Software DVD-ROM" into the computer.

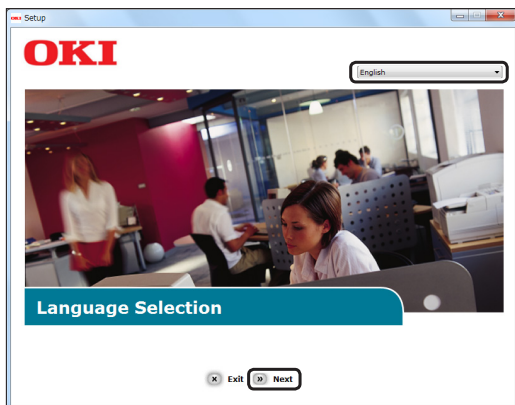
 Reference

- "Connecting an Ethernet Cable" P.31

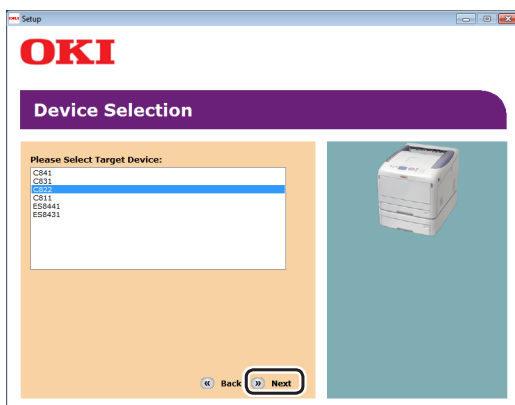
- 2 Click [**Run Setup.exe**] after [**Auto Play**] is displayed.

If the [**User Account Control**] dialog box appears, click [**Yes**].

- 3 Select the language, and then click [**Next**].



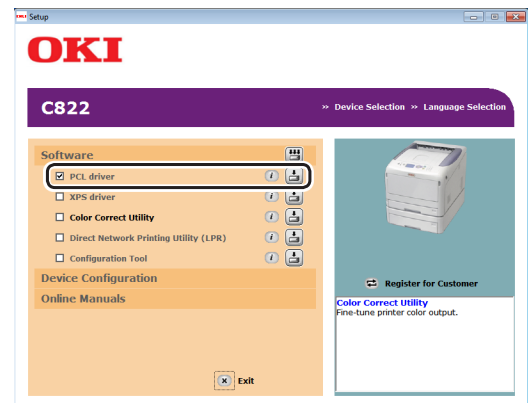
- 4 Select [**C822**], and then click [**Next**].



- 5 Read the license agreement and then click [**I Agree**].

- 6 Read the [**Environmental advice for Users**] and then click [**Next**].

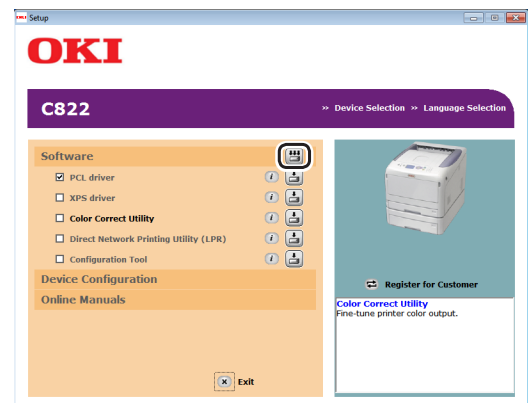
- 7 Select a check box for the driver to install from [**PCL driver**] under [**Software**].



 Memo

- To batch install software, select check boxes of software to be installed. To install software separately, click the install button on the right side of each item, and follow the instructions displayed on a screen.

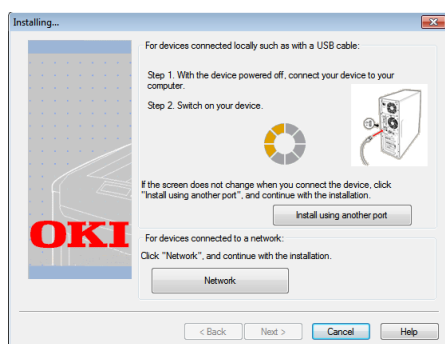
- 8 Click the batch install button on the top.



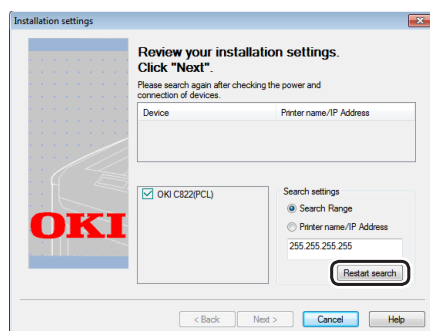
- 9 If the [**Windows Security**] dialog box appears, click [**Install this driver software anyway**].

10 Click [**Network**].

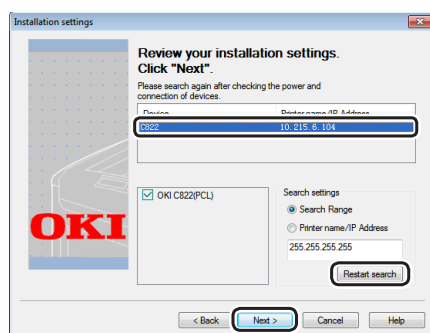
The device search starts.



- If the printer is detected, the software is automatically installed. Proceed to step 12.
- If the printer is not detected, the [**Check for the installed devices**] screen is displayed. Proceed to step 11.

11 Click [**Restart search**] to restart the device search.

After the printer is displayed, select the printer and click [**Next**].

**Memo**

- If the printer is not displayed by clicking [**Restart search**], select [**IP address**] and enter the IP address assigned to your printer, and then click [**Next**].

12 If the [**Windows Security**] dialog box appears, click [**Install this driver software anyway**].**13** Click [**Exit**] to complete the installation.**Note**

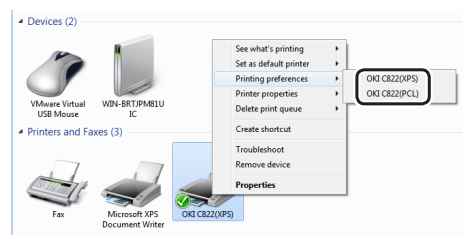
- If the dialog box prompting to restart the computer appears, click [**Yes**]. The computer automatically restarts.

Reference

- For how to configure the tray settings by the driver, refer to "[When Adding Options](#)" P.52.

14 Click [**Start**] > [**Devices and Printers**].**15** Check that the [**OKI C822**] icon is displayed.

Right-click the [**OKI C822**] icon and select one of the menu items, and then check that the printer drivers installed are displayed in the submenu.

**16** Remove the "Software DVD-ROM" from the computer.

- Finish by test printing from a computer.

1 Open a printer driver property.**2** Click Test Print.

The installation is complete.

- If installing the options such as an additional tray unit or the SD memory card kit, specify the settings with a printer driver. Refer to "[When Adding Options](#)" P.52

Installing a Printer Driver (For Mac OS X)

To complete the network connection with a Mac operating system, install a printer driver on the computer and set your printer as a network printer.

Select the protocol for your network connection from the following:

- TCP/IP
- Bonjour (Rendezvous for Mac OS X 10.3)

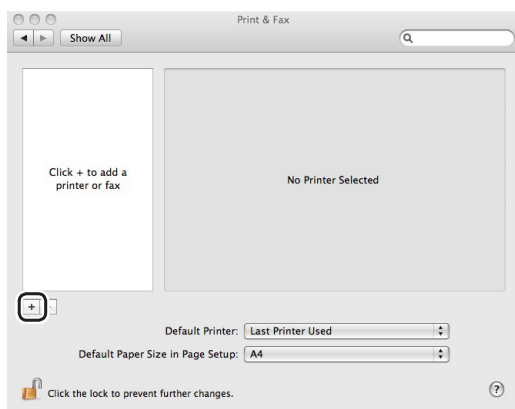
! Note

- EtherTalk is not supported.
- Disable the anti-virus software before starting this procedure.

■ Using TCP/IP (For Mac OS X 10.5 to 10.7)

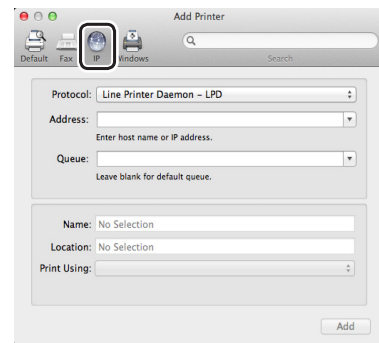
❑ First, install the printer driver on the computer.

- 1 Insert the "Software DVD-ROM" into the computer.
- 2 Double-click the [OKI] icon on the desktop.
- 3 Double-click [Driver] > [C822_C811] > [Installer for Mac OSX].
- 4 Enter the administrator's password for Mac OS X, and then click [OK].
Follow the instructions displayed on the screen to complete the installation.
- 5 From the Apple menu, select [System Preferences].
- 6 Click [Print & Scan] ([Print & Fax] for Mac OS X 10.5 and 10.6).
- 7 Click [+].

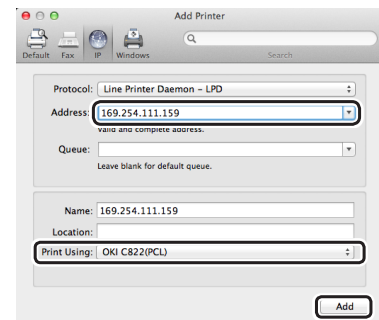


- 8 For Mac OS X 10.7, click [Add Other Printer or Scanner].

- 9 Click [IP].

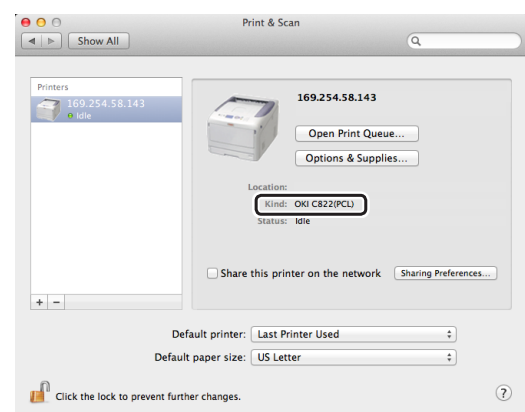


- 10 Enter IP address in [Address]. Check that [OKI C822(PCL)] is displayed in [Print Using].



- 11 Click [Add].

- 12 Check that your printer is displayed in [Printers] and [OKI C822(PCL)] is displayed in [Kind].



! Note

- If [OKI C822(PCL)] is not correctly displayed in [Kind], click [-] to remove your printer from [Print & Scan] ([Print & Fax] for Mac OS X 10.5 and 10.6) and then redo the procedure from steps 7 to 11.

- 13 Close [Print & Scan] ([Print & Fax] for Mac OS X 10.5 and 10.6).

- 14** Remove "Software DVD-ROM" from the computer.

❑ Finish by test printing from a computer.

- 1** Start up [**TextEdit**].
- 2** Open an appropriate file.
- 3** Start printing.
The installation is complete.

❑ If installing the options such as an additional tray unit, specify the settings with a printer driver. Refer to "[When Adding Options](#)" P.52

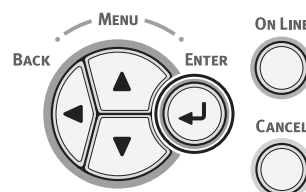
■ Using TCP/IP (For Mac OS X 10.3.9 to 10.4.11)

When connecting to the network with TCP/IP, it is necessary to disable the sleep mode in the printer. After doing that, install the driver on the computer and set the printer as a network printer.

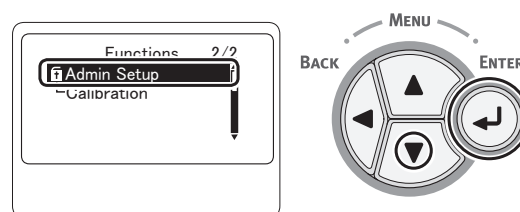


- The following procedure uses Mac OS X 10.4.11 as an example. Depending on an OS, the description may be different.

- 1** Press the **<ENTER>** button on the operator panel.

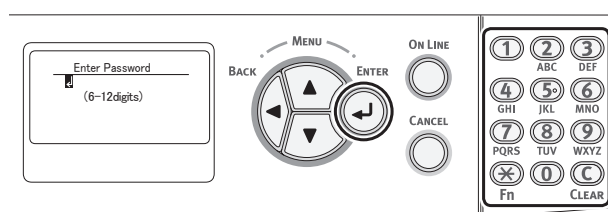


- 2** Press the scroll button ▼ several times to select [**Admin Setup**], and press the **<ENTER>** button.

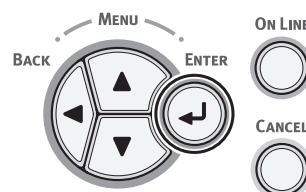


- 3** Enter the administrator password, using the numeric (0-9) keys.

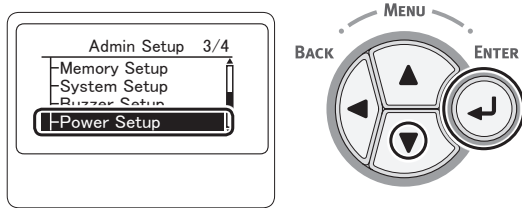
The factory default password is "aaaaaa". Press **<ENTER>** button after each character you input.



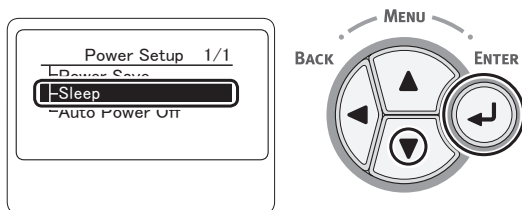
- 4** Press the **<ENTER>** button.



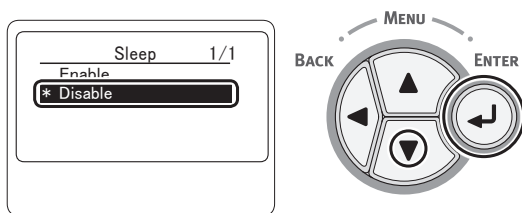
- 5 Press the scroll button ▼ several times to select [**Power Setup**], and press the <**ENTER**> button.



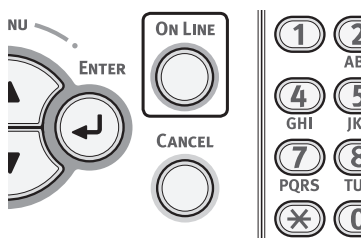
- 6 Press the scroll button ▼ to select [**Sleep**], and press the <**ENTER**> button.



- 7 Press the scroll button ▼ to select [**Disable**], and press the <**ENTER**> button.



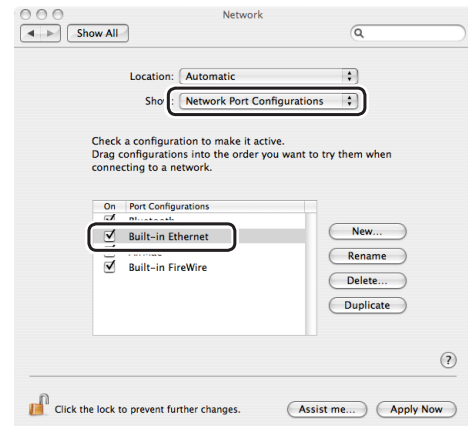
- 8 Press the <**ON LINE**> button to exit the menu mode.



❑ First, install the printer driver on the computer.

- From the Apple menu, select [**System Preferences**].
- Select [**Network**].

- 3 Select [**Network Port Configurations**] from [**Show**], and then check that [**Built-in Ethernet**] is selected.



- 4 Close [**Network**].

- 5 Insert "Software DVD-ROM" in the computer.

- 6 Double-click the [**OKI**] icon on the desktop.

- 7 Double-click [**Driver**] folder > [**C822_C811**] folder > [**Installer for Mac OSX**].

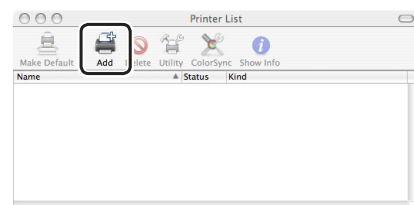
- 8 Enter the administrator's password for Mac OS X, and then click [**OK**].
Follow the instructions displayed on the screen to complete the installation.

- 9 From the [**Go**] menu, select [**Utilities**] and then double-click [**Printer Setup Utility**].

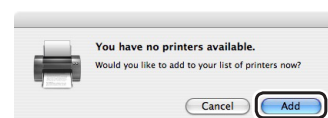
Note

- If [**Printer Setup Utility**] is already running, close it and open it again.

- 10 Click [**Add**].



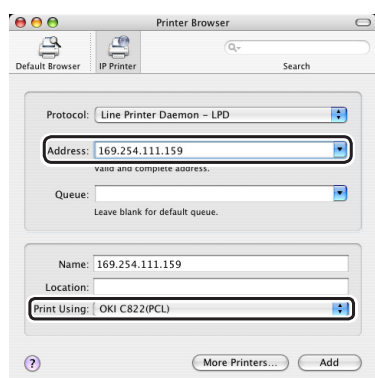
If the [**You have no printers available**] dialog box appears, click [**Add**].



- 11** Click [**IP Printer**].
For Mac OS X 10.3.9, select [**IP Printing**] from the pop-up menu.



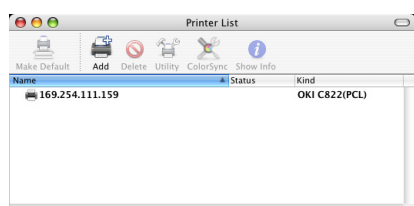
- 12** Enter IP address in [**Address**] and then check that [**OKI C822(PCL)**] is displayed in [**Print Using**].



For Mac OS X 10.3.9, set as follows.

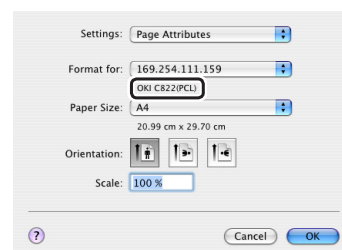
- a** Enter IP address in [**Printer Address**].
- b** Select [**Ok**] from [**Printer Model**] and then select [**OKI C822(PCL)**] from the driver list.

- 13** Click [**Add**].
- 14** Check that the name of your printer is displayed in [**Printer List**], and then close the window.



- 15** From the [**Go**] menu, select [**Applications**] and then double-click [**TextEdit**].

- 16** Select the [**File**] menu > [**Page Setup**].
- 17** Select the name of your printer from [**Format for**].
- 18** Check that the [**OKI C822(PCL)**] is displayed correctly under [**Format for**].



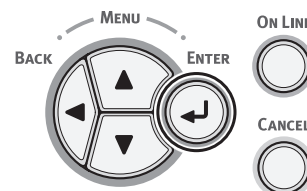
- 19** Click [**OK**].
- 20** Remove "Software DVD-ROM" from the computer.

❑ Next, enable the sleep mode on the printer.

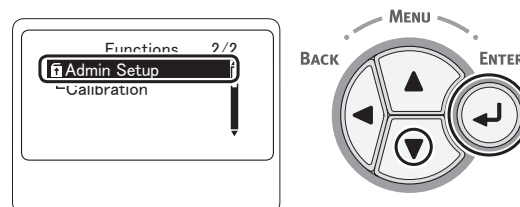


- If using the EtherTalk, disable the sleep mode.

- 1** Press the <**ENTER**> button on the operator panel.

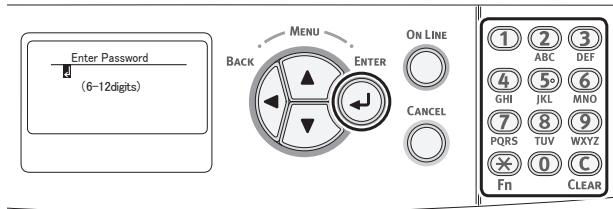


- 2** Press the scroll button ▼ several times to select [**Admin Setup**], and then press the <**ENTER**> button.

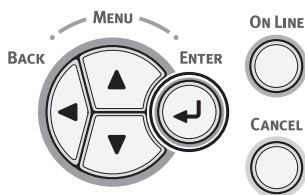


- 3** Enter the administrator password, using the numeric (0-9) keys.

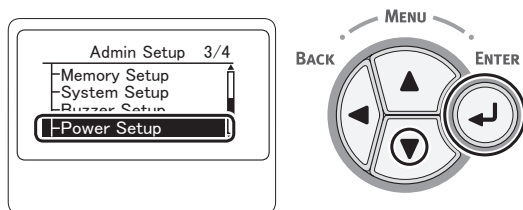
The factory default password is "aaaaaa". Press the **<ENTER>** button after each character you input.



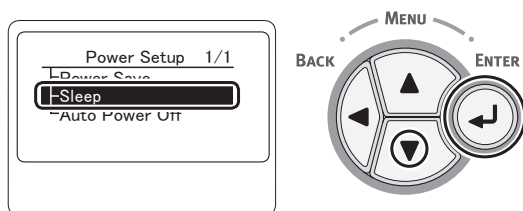
- 4** Press the **<ENTER>** button.



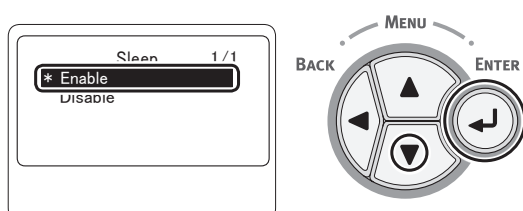
- 5** Press the scroll button **▼** several times to select [**Power Setup**], and press the **<ENTER>** button.



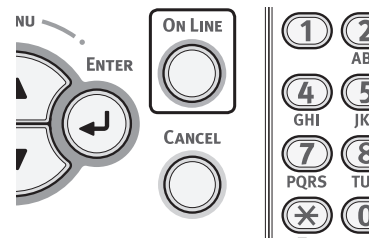
- 6** Press the scroll button **▼** to select [**Sleep**], and press the **<ENTER>** button.



- 7** Press the scroll button **▼** to select [**Enable**], and press the **<ENTER>** button.



- 8** Press the **<ON LINE>** button to exit the menu mode.



- ☐ Finish by test printing from a computer.

- 1** Start up [**TextEdit**].

- 2** Open an appropriate file.

- 3** Start printing.

The installation is complete.

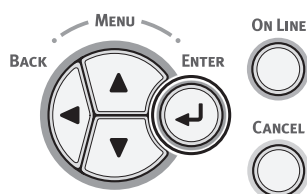
- ☐ If installing the options such as an additional tray unit, specify the settings with a printer driver. Refer to "[When Adding Options](#)" P.52

■ Using Bonjour (For Mac OS X 10.5 to 10.7)

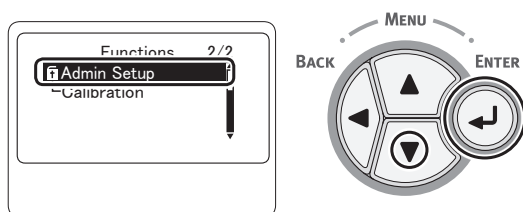
When connecting to the network with Bonjour, it is necessary to disable the sleep mode in the printer. After doing that, install the driver on the computer and set the printer as a network printer.

□ First, disable the sleep mode on the printer.

- 1 Press the **<ENTER>** button on the operator panel.

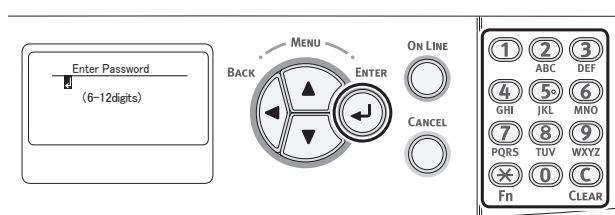


- 2 Press the scroll button ▼ several times to select **[Admin Setup]**, and press the **<ENTER>** button.

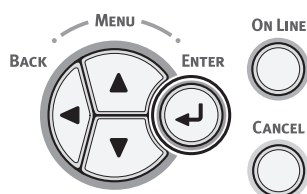


- 3 Enter the administrator password, using the numeric (0-9) keys.

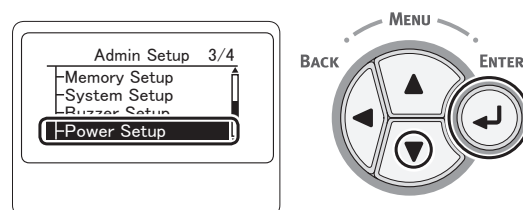
The factory default password is "aaaaaa". Press **<ENTER>** button after each character you input.



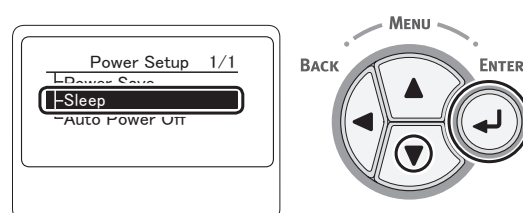
- 4 Press the **<ENTER>** button.



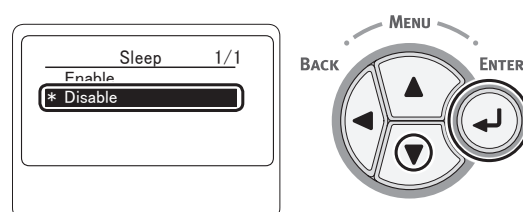
- 5 Press the scroll button ▼ several times to select **[Power Setup]**, and press the **<ENTER>** button.



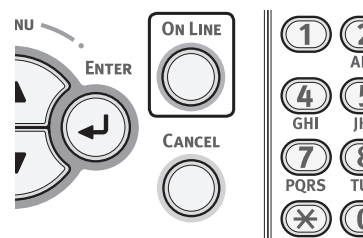
- 6 Press the scroll button ▼ to select **[Sleep]**, and press the **<ENTER>** button.



- 7 Press the scroll button ▼ to select **[Disable]**, and press the **<ENTER>** button.



- 8 Press the **<ON LINE>** button to exit the menu mode.



□ Then, install the driver on the computer.

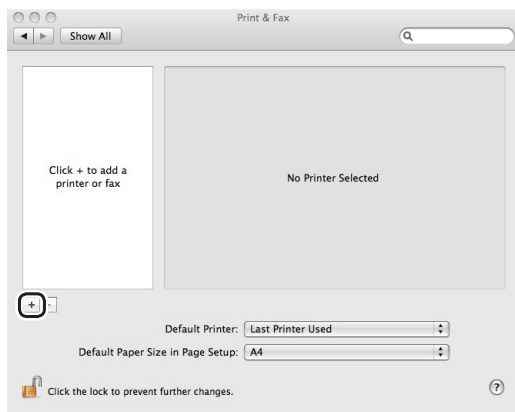
- 1 Ensure that your printer and the computer are turned on and connected.

Reference

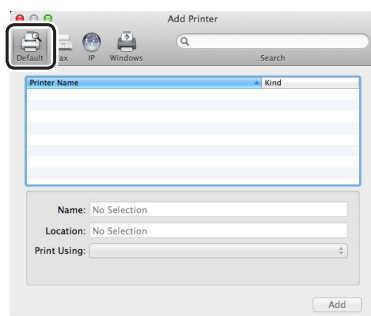
- "Connecting an Ethernet Cable" P.31

- 2 Insert "Software DVD-ROM" into the computer.

- 3 Double-click the [**OKI**] icon on the desktop.
- 4 Double-click [**Driver**] folder > [**C822_C811**] folder > [**Installer for Mac OSX**].
- 5 Enter the administrator's password, and then click [**OK**].
Follow the instructions displayed on the screen to complete the installation.
- 6 From the Apple menu, select [**System Preferences**].
- 7 Click [**Print & Scan**] ([**Print & Fax**] for Mac OS X 10.5 and 10.6).
- 8 Click [+].

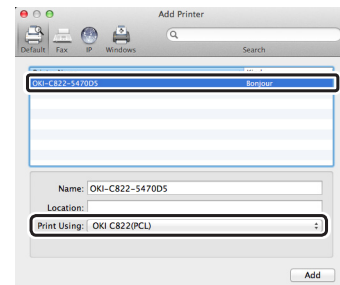


- 9 For Mac OS X 10.7, select [**Add Other Printer or Scanner**].
- 10 Click [**Default**].

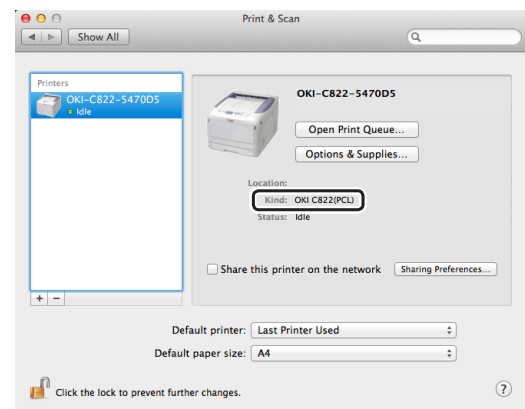


- 11 Select the name of the printer where [**Kind**] is [**Bonjour**], and then check that [**OKI C822(PCL)**] is displayed in [**Print Using**].

The name of your printer is displayed in the format of "OKI-C822- (the last six digits of the MAC address)".



- 12 Click [**Add**].
- 13 If the [**Installable Options**] window is displayed, click [**Continue**].
If you have installed the optional additional tray unit before the printer driver installation, configure each item and then click [**Continue**].
- 14 Check that your printer is displayed in [**Printers**] and [**OKI C822(PCL)**] is displayed in [**Kind**].



Note

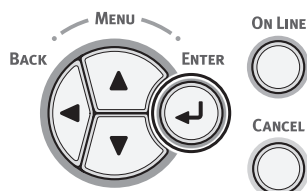
- If [**OKI C822(PCL)**] is not correctly displayed in [**Kind**], click [-] to remove your printer from [**Print & Scan**] ([**Print & Fax**] for Mac OS X 10.5 and 10.6) and then redo the procedure from step 8 to 13.
- 15 Close [**Print & Scan**] ([**Print & Fax**] for Mac OS X 10.5 and 10.6).
 - 16 Remove "Software DVD-ROM" from the computer.

- ❑ Next, enable the sleep mode on the printer.

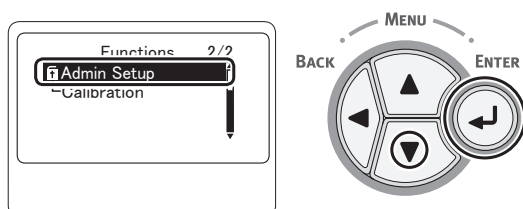
! Note

- If using the Bonjour, disable the sleep mode.

- 1** Press the **<ENTER>** button on the operator panel.

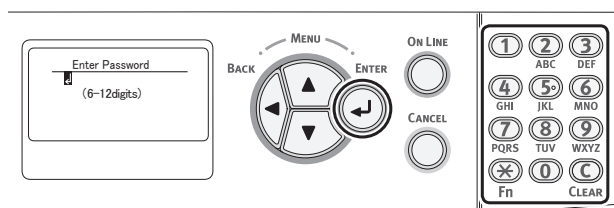


- 2** Press the scroll button ▼ several times to select **[Admin Setup]**, and then press the **<ENTER>** button.

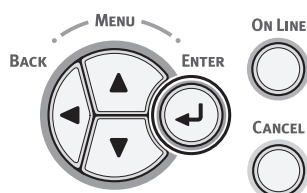


- 3** Enter the administrator password, using the numeric (0-9) keys.

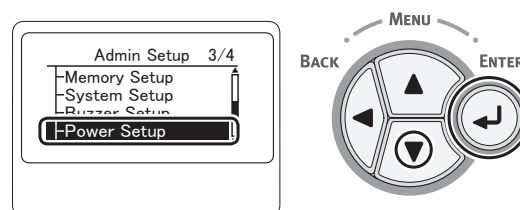
The factory default password is "aaaaaa". Press **<ENTER>** button after each character you input.



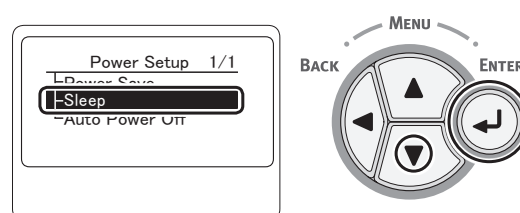
- 4** Press the **<ENTER>** button.



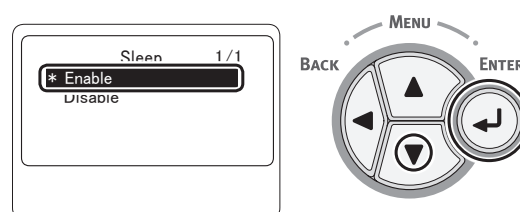
- 5** Press the scroll button ▼ several times to select **[Power Setup]**, and press the **<ENTER>** button.



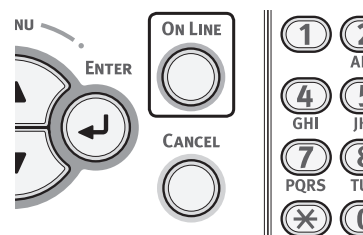
- 6** Press the scroll button ▼ to select **[Sleep]**, and press the **<ENTER>** button.



- 7** Press the scroll button ▼ to select **[Enable]**, and press the **<ENTER>** button.



- 8** Press the **<ON LINE>** button to exit the menu mode.



❑ Finish by test printing from a computer.

- 1 Start up [**TextEdit**].
- 2 Open an appropriate file.
- 3 Start printing.
The installation is complete.

❑ If installing the options such as an additional tray unit, specify the settings with a printer driver. Refer to "[When Adding Options](#)" P.52

■ Using Bonjour (Rendezvous) (for Mac OS X 10.3.9 to 10.4.11)

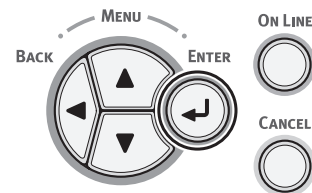
When connecting to the network with Bonjour, it is necessary to disable the sleep mode in the printer. After doing that, install the driver on the computer and set the printer as a network printer.

Memo

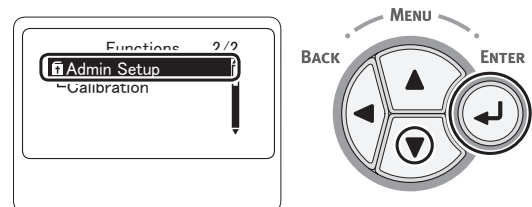
- The following procedure uses Mac OS X 10.4.11 as an example. Depending on an OS, the description may be different.

❑ First, disable the sleep mode on the printer.

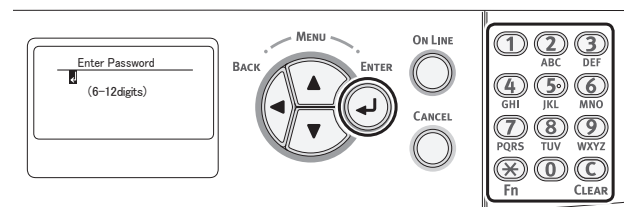
- 1 Press the <**ENTER**> button on the operator panel.



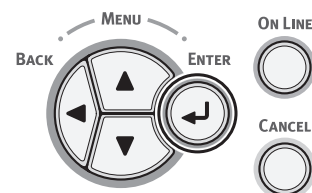
- 2 Press the scroll button ▼ several times to select [**Admin Setup**], and press the <**ENTER**> button.



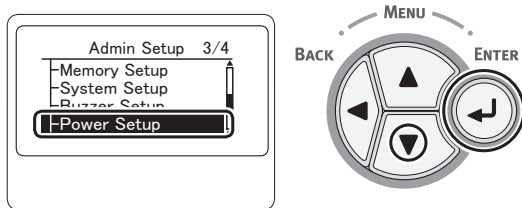
- 3 Enter the administrator password.
The factory default password is "aaaaaa". Press <**ENTER**> button after each character you input.



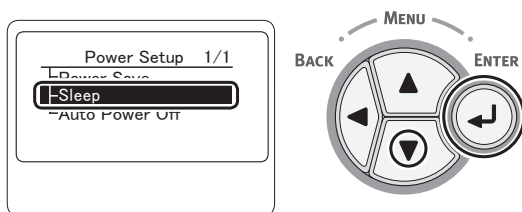
- 4 Press the <**ENTER**> button.



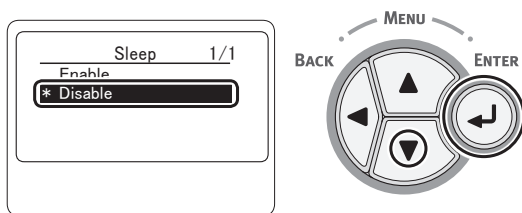
- 5 Press the scroll button ▼ several times to select [**Power Setup**], and press the <**ENTER**> button.



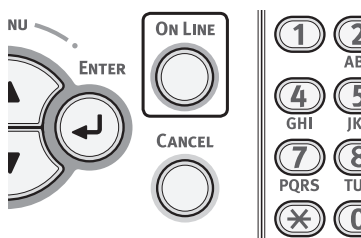
- 6 Press the scroll button ▼ to select [**Sleep**], and press the <**ENTER**> button.



- 7 Press the scroll button ▼ to select [**Disable**], and press the <**ENTER**> button.



- 8 Press the <**ON LINE**> button to exit the menu mode.



□ Then, install the printer driver on the computer.

- 1 Ensure that your printer and the computer are turned on and connected.

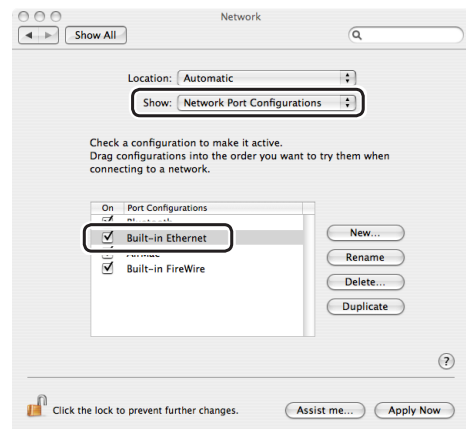
Reference

- "Connecting an Ethernet Cable" P.31

- 2 From the Apple menu, select [**System Preferences**].

- 3 Select [**Network**].

- 4 Select [**Network Port Configurations**] from [**Show**], and then check that [**Built-in Ethernet**] is selected.



- 5 Close [**Network**].

- 6 Insert "Software DVD-ROM" into the computer.

- 7 Double-click the [**OKI**] icon on the desktop.

- 8 Double-click [**Driver**] folder > [**C822_C811**] folder [**Installer for Mac OSX**].

- 9 Enter the administrator's password, and then click [**OK**].

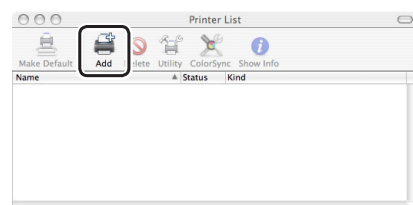
Follow the instructions displayed on the screen to complete the installation.

- 10 From the [**Go**] menu, select [**Utilities**] and then double-click [**Printer Setup Utility**].

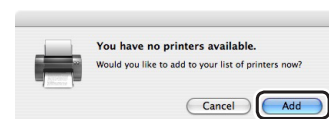
Note

- If [**Printer Setup Utility**] is already running, close it and open it again.

- 11 Click [**Add**].

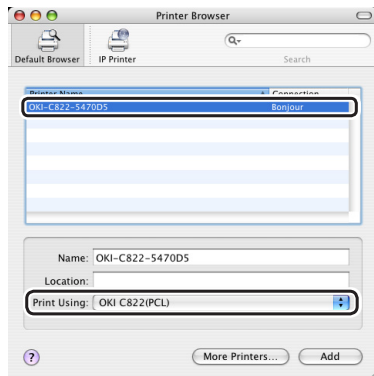


If the [**You have no printers available**] dialog box appears, click [**Add**].



- 12** Select the name of the printer where [**Connection**] is [**Bonjour**], and then check that [**OKI C822(PCL)**] is displayed in [**Print Using**].

The name of your printer is displayed with the format of "OKI-C822- (the last six digits of the MAC address)".



For Mac OS X 10.3.9, set as follows.

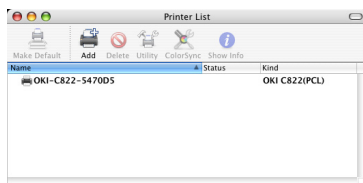
- Select [**Rendezvous**] from the pop-up menu.
- Select the printer from the list.
- Select [**Oki**] from [**Printer Model**] and then select [**OKI C822(PCL)**] from the driver list.

- 13** Click [**Add**].

- 14** If the [**Installable Options**] window is displayed, click [**Continue**].

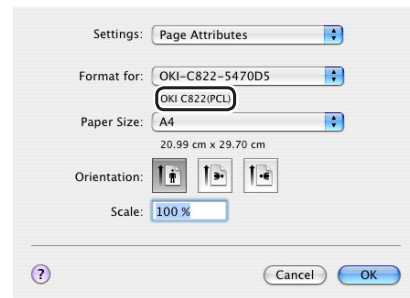
If you have installed the optional additional tray unit before the printer driver installation, configure each item and then click [**Continue**].

- 15** Check that the name of your printer is displayed in [**Printer List**], and then close the window.



- From the [**Go**] menu, select [**Applications**] > [**TextEdit**].
- Select the [**File**] menu > [**Page Setup**].
- Select the name of your printer from [**Format for**].

- 19** Check that [**OKI C822(PCL)**] is displayed correctly under [**Format for**].



- 20** Click [**OK**].

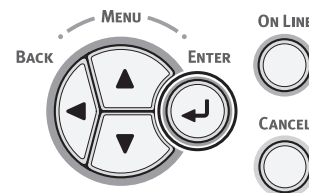
- 21** Remove "Software DVD-ROM" from the computer.

- ☐ Next, enable the sleep mode on the printer.

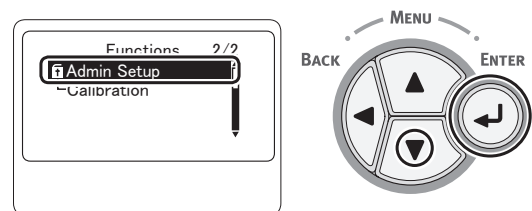


- If using the Bonjour, disable the sleep mode.

- 1** Press the <**ENTER**> button on the operator panel.

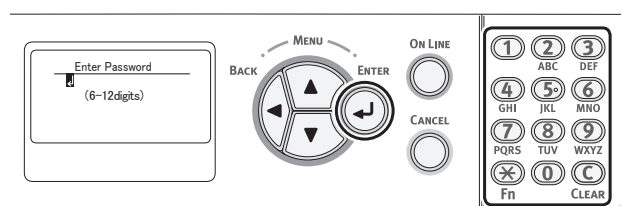


- 2** Press the scroll button ▼ several times to select [**Admin Setup**], and then press the <**ENTER**> button.

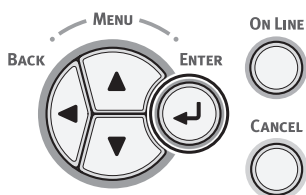


- 3** Enter the administrator password, using the numeric (0-9) keys.

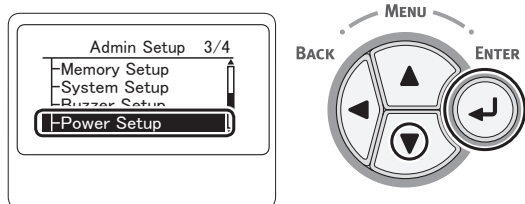
The factory default password is "aaaaaa". Press <**ENTER**> button after each character you input.



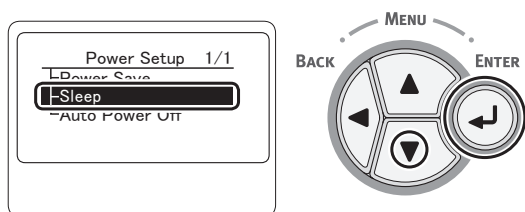
- 4 Press the **<ENTER>** button.



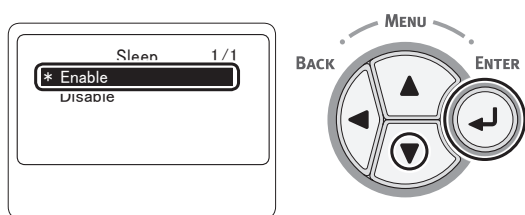
- 5 Press the scroll button ▼ several times to select [**Power Setup**], and press the **<ENTER>** button.



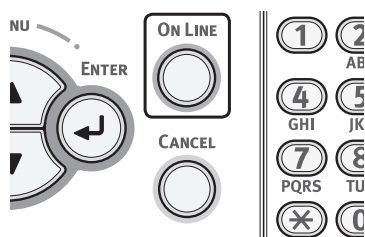
- 6 Press the scroll button ▼ to select [**Sleep**], and press the **<ENTER>** button.



- 7 Press the scroll button ▼ to select [**Enable**], and press the **<ENTER>** button.



- 8 Press the **<ON LINE>** button to exit the menu mode.



- Finish by test printing from a computer.

- 1 Start up [**TextEdit**].
- 2 Open an appropriate file.
- 3 Start printing.
The installation is complete.

- If installing the options such as an additional tray unit, specify the settings with a printer driver. Refer to "[When Adding Options](#)" P.52

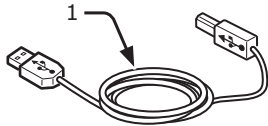
USB Connection

Perform the following procedure to connect your printer to a computer via USB.

Connecting a USB Cable

1 Prepare a USB cable (1).

A USB cable is not supplied with your printer. Prepare a USB 2.0 cable separately.



Memo

- Use a USB 2.0 Hi-Speed cable for a USB 2.0 Hi-Speed connection.

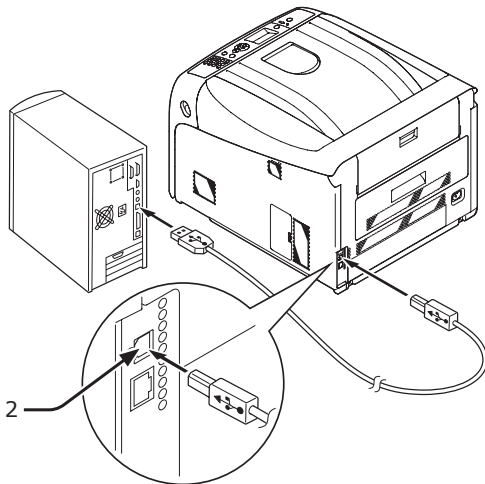
2 Turn off your printer and the computer.

Reference

- "Turning Off the Power" P.22

3 Plug one end of the USB cable into the USB interface connector (2) on the back of the printer.

4 Plug the other end of the USB cable into the computer's USB interface connector.



! Note

- For Windows, do not plug the other end of the USB cable into the computer until prompted while a printer driver installation.

! Note

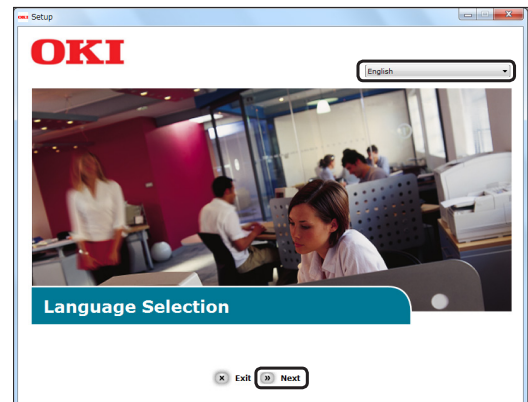
- Do not plug the USB cable into the network interface connection. Doing so may cause a malfunction.

Installing a Printer Driver (For Windows)

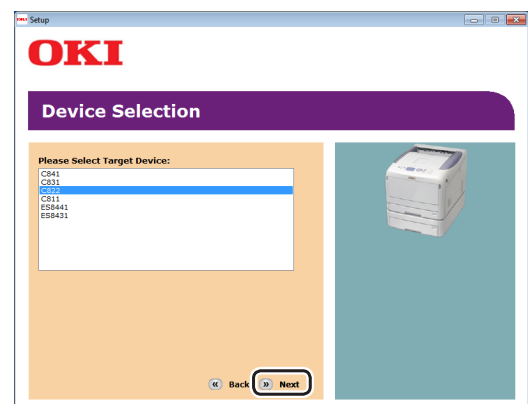
! Note

- You must be logged in as an administrator to complete this procedure.

- 1 Ensure that your printer is turned off and the USB cable is unplugged from the computer.
- 2 Turn on the computer.
- 3 Insert "Software DVD-ROM" into the computer.
- 4 Click [**Run Setup.exe**] after [**Auto Play**] is displayed.
If the [**User Account Control**] dialog box appears, click [**Yes**].
- 5 Select the language, and then click [**Next**].

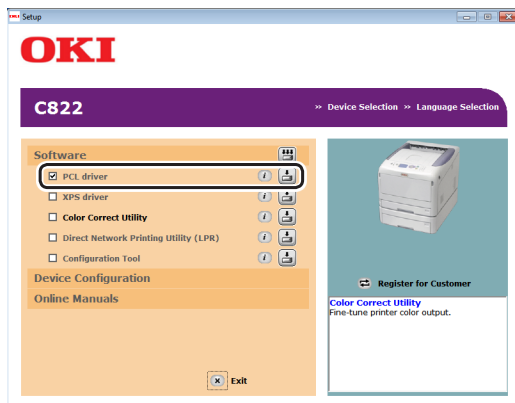


- 6 Select [**OKI C822**], and then click [**Next**].



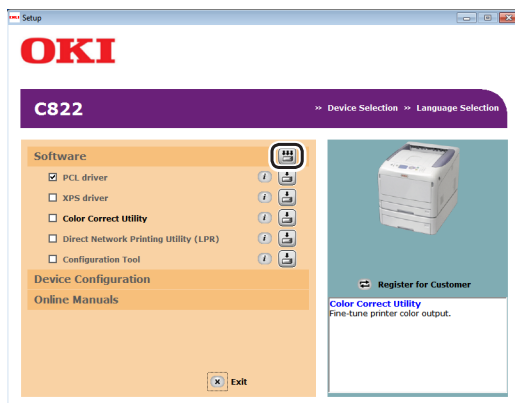
- 7 Read the license agreement and then click [**I Agree**].
- 8 Read the [**Environmental advice for Users**] and then click [**Next**].

- 9 Select a check box for the driver to install from [**PCL driver**] under [**Software**].



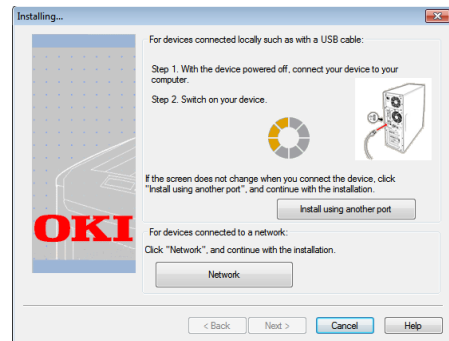
- To batch install software, select check boxes of software to be installed. To install software separately, click the install button on the right side of each item, and follow the instructions displayed on a screen.

- 10 Click the install bunch button on the top.

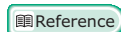


Installation starts.

- 11 If the [**Windows Security**] dialog box appears, click [**Install this driver software anyway**].
- 12 When connecting the printer to the computer, and the instruction prompting to turn on the printer appears, plug the USB cable into the computer and turn on your printer.



Follow the instructions displayed on the screen to complete the installation.



- "Connecting a USB Cable" P.48

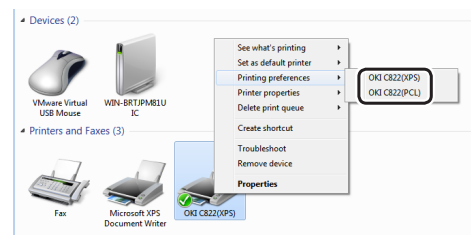
- 13 Click [**Exit**] and the installation is complete.



- 14 Click [**Start**] > [**Devices and Printers**].

- 15 Check that the [**OKI C822**] icon is displayed.

Right-click the [**OKI C822**] icon and select one of the menu items, and then check that the printer drivers installed are displayed in the submenu.



- 16 Remove "Software DVD-ROM" from the computer.

□ Finish by test printing from a computer.

- 1 Open a printer driver property.

- 2 Click Test Print.
The installation is complete.

Installing a Printer Driver (For Mac OS X)

! Note

- Disable the anti-virus software before starting this procedure.

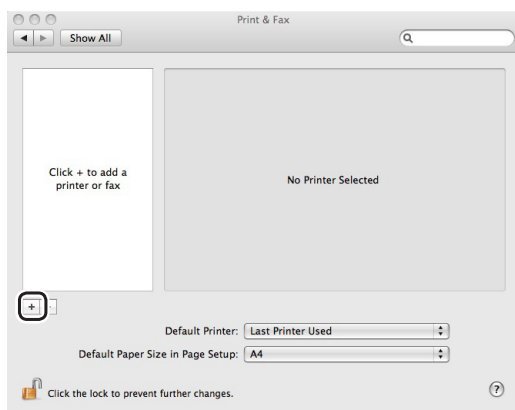
■ For Mac OS X 10.5 to 10.7

- 1 Ensure that your printer and the computer are turned on and connected.

Reference

- "Connecting a USB Cable" P.48

- 2 Insert "Software DVD-ROM" into the computer.
- 3 Double-click the [OKI] icon on the desktop.
- 4 Double-click [Driver] folder > [C822_C811] folder [Installer for Mac OSX].
- 5 Enter the administrator's password, and then click [OK].
Follow the instructions displayed on the screen to complete the installation.
- 6 From the Apple menu, select [System Preferences].
- 7 Click [Print & Scan] ([Print & Fax] for Mac OS X 10.5 and 10.6).
- 8 Click [+].

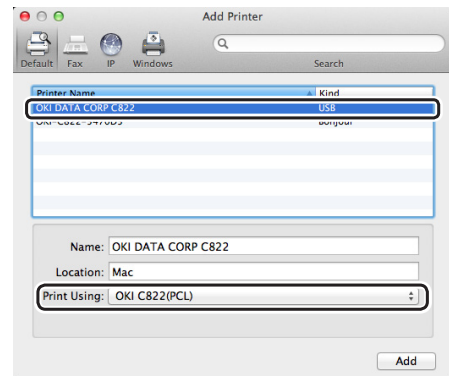


! Note

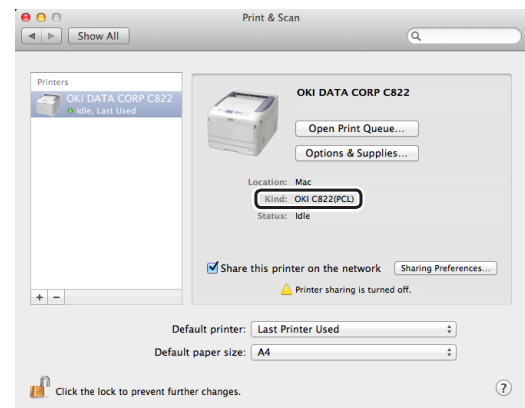
- If the printer is already shown in [Printers], select your printer, and click on [-] to delete. After this, click [+].

- 9 For Mac OS X 10.7, select [Add Other Printer or Scanner].

- 10 Select the name of the printer where [Kind] is [USB], and then check that [OKI C822(PCL)] is displayed in [Print Using].



- 11 Click [Add].
- 12 Check that the name of your printer is displayed in [Printers] and [OKI C822(PCL)] is displayed in [Kind].



! Note

- If [OKI C822(PCL)] is not correctly displayed, click [-] to remove your printer from [Printers] and then redo the procedure from steps 8 to 11.

- 13 Close [Print & Scan] ([Print & Fax] for Mac OS X 10.5 and 10.6).

- 14 Remove "Software DVD-ROM" from the computer.

□ Finish by test printing from a computer.

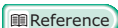
- 1 Start up [TextEdit].
- 2 Open an appropriate file.
- 3 Start printing.
The installation is complete.

■ For Mac OS X 10.3.9 to 10.4.11



- The procedure below uses Mac OS X 10.4.11 as an example. Depending on your OS, the description may be different.

- 1 Ensure that your printer and the computer are turned on and connected.



- "Connecting a USB Cable" P.48

- 2 Insert "Software DVD-ROM".

- 3 Double-click the [**OKI**] icon on the desktop.

- 4 Double-click [**Driver**] folder > [**C822_C811**] folder > [**Installer for Mac OSX**].

- 5 Enter the administrator's password, and then click [**OK**].

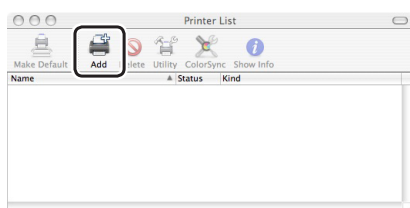
Follow the instructions displayed on the screen to complete the installation.

- 6 From the [**Go**] menu, select [**Utilities**], and then double-click [**Printer Setup Utility**].

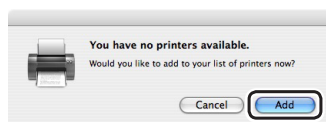


- If [**Printer Setup Utility**] is already running, close it and open it again.

- 7 Click [**Add**].

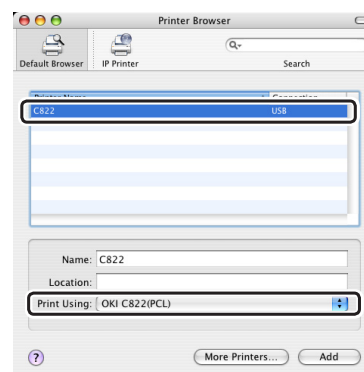


If the [**You have no printers available**] dialog box appears, click [**Add**].



- If the name of the printer is already displayed, select it and click [**Delete**], and then click [**Add**].

- 8 Select the name of the printer where [**Connection**] is [**USB**], and then check that [**OKI C822(PCL)**] is displayed in [**Print Using**].

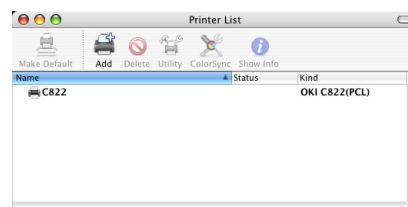


For Mac OS X 10.3.9, set as follows.

- a Select [**USB**] from the pop-up menu.
- b Select the printer from the list.
- c Select [**Oki**] from [**Printer Model**] and then select [**OKI C822(PCL)**] from the driver list.

- 9 Click [**Add**].

- 10 Check that the name of your printer is displayed in [**Printer List**], and then close the window.



- 11 Remove "Software DVD-ROM" from the computer.

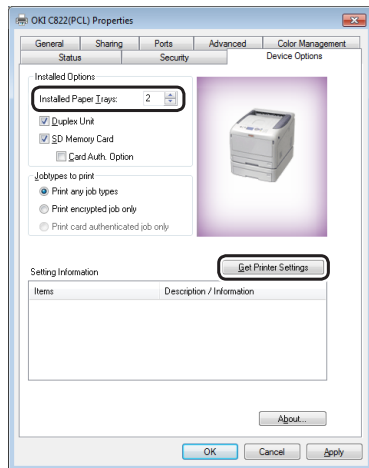
□ Finish by test printing from a computer.

- 1 Start up [**TextEdit**].
- 2 Open an appropriate file.
- 3 Start printing.
The installation is complete.

When Adding Options

■ For Windows

- 1 Click [**Start**] > [**Devices and Printers**].
- 2 Right-click the [**OKI C822**] icon and select [**Properties**]. (If you have installed multiple printer drivers, select [**Properties**] > [**OKI C822**].)
- 3 Select the [**Device Options**] tab.
- 4 If using a network connection, select [**Get Printer Settings**].
If using a USB connection, enter the total number of trays excluding the multipurpose tray in [**Installed Paper Trays**].

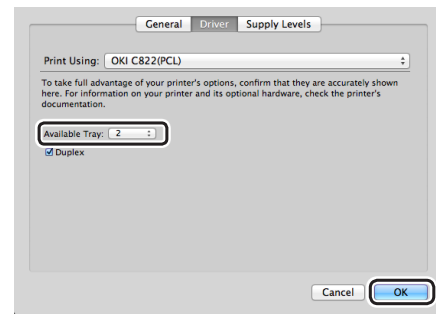


- 5 Click [**OK**].

■ For Mac OS X 10.5 to 10.7

- 1 Select [**System Preferences**] from the Apple menu.
- 2 Click [**Print & Scan**] ([**Print & Fax**] for Mac OS X 10.5 and 10.6).
- 3 Select the name of your printer and then click [**Options & Supplies**].
- 4 Select the [**Driver**] tab.

- 5 Select the number of available trays in [**Available Tray**], and then click [**OK**].

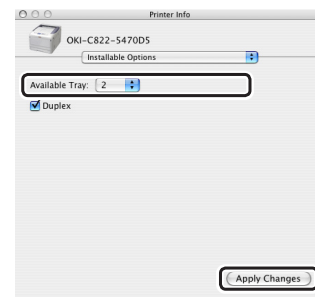


■ For Mac OS X 10.3.9 to 10.4.11



- The following procedure uses Mac OS X 10.4.11 as an example. Depending on an OS, the description may be different.

- 1 From [**Go**], select [**Utilities**] and then double-click [**Printer Setup Utility**].
- 2 Select the name of your printer and then click [**Show Info**].
- 3 Select [**Installable Options**].
- 4 Select the number of available trays in [**Available Tray**], and then click [**Apply Changes**].



- 5 Close [**Printer Info**].

2. Printing Basic Operation

This chapter describes how to print documents from a computer.

● Supported Paper

Supported Paper Types

For high-quality printing, be sure to use paper types that satisfy requirements such as those for material quality, weight, and surface finish. Please use digital photo print paper.

If not using recommended paper, please check the print quality and the movement of the paper sufficiently beforehand to make sure that there are no problems. Your printer supports the following types of paper.

Paper Type	Paper Size mm (inch)		Paper Weight
Plain paper	A3	297 x 420	64 to 256 g/m ² For duplex print, 64 to 220 g/m ²
	A4	210 x 297	
	A5	148 x 210	
	A6	105 x 148	
	B4	257 x 364	
	B5	182 x 257	
	B6	128 x 182	
	Letter	215.9 x 279.4 (8.5 x 11)	
	Legal (13 inch)	215.9 x 330.2 (8.5 x 13)	
	Legal (13.5 inch)	215.9 x 342.9 (8.5 x 13.5)	
	Legal (14 inch)	215.9 x 355.6 (8.5 x 14)	
	Executive	184.2 x 266.7 (7.25 x 10.5)	
	Tabloid	(11 x 17)	
	Statement	(5.5 x 8.5)	
	8K (260 x 368 mm)	260 x 368	
	8K (270 x 390 mm)	270 x 390	
	8K (273 x 394 mm)	273 x 394	
	16K (184 x 260 mm)	184 x 260	
	16K (195 x 270 mm)	195 x 270	
	16K (197 x 273 mm)	197 x 273	
	Custom	Width: 64 - 297 Length: 90 - 1321	64 to 256 g/m ²

Paper Type	Paper Size mm (inch)		Paper Weight
Envelope	Com-10	104.8 x 241.3 (4.125 x 9.5)	Envelopes should be 85 g/m ² paper, and flap parts of envelopes should be folded
	DL	110 x 220 (4.33 x 8.66)	
	C5	162 x 229 (6.4 x 9)	
	C4	229 x 324 (9 x 12.76)	
Index card	Index card	76.2 x 127 (3 x 5)	
Label	A4	210 x 297	0.1 - 0.2 mm
	Letter	215.9 x 279.4 (8.5 x 11)	
Partly-printing paper	Subject to the plain paper* ¹		64 to 256 g/m ²
Color paper	Subject to the plain paper* ²		64 to 256 g/m ²

Use paper that meets the following conditions*¹:

- Paper that meets the conditions for plain paper.
- An ink used for a part printing is heat resistant (230°C).

Note

- When specifying a printing area, please take into account the differences of printing position as followings:
Print start position: ± 2 mm, Paper skew: ± 1 mm/100 mm, Image stretch: ± 1 mm/100 mm
(when paper ream weight is 80 g/m²)
- This printer cannot print on an ink.

Use paper that meets the following conditions*²:

- A pigment or an ink used to color paper is heat resistant (230°C).
- Paper that has same characteristics with light paper and used for an electronic photo printer.

Paper Recommendations

Your printer will handle a variety of print media, including a range of paper weights and sizes.

This section provides general advice on choice of media, and explains how to use each type.

The best performance will be obtained when using standard 75 - 90 g/m² paper designed for use in copiers and laser printers.

Use of heavily embossed or very rough textured paper is not recommended.

Pre-printed stationery can be used, but the ink must not offset when exposed to the high fuser temperatures used in the printing process.

CAUTION

- Envelopes should be free from twist, curl or other deformations. They should also be of the rectangular flap type, with glue that remains intact when subjected to hot roll pressure fusing used in this type of printer. Window envelopes are not suitable.
- Labels should also be of the type recommended for use in copiers and laser printers, in which the base carrier page is entirely covered by labels. Other types of label stock may damage the printer due to the labels peeling off during the printing process.

Storing Paper

Store paper under the following conditions to maintain quality.

- Inside a cabinet or other dry and dark place
- On a flat surface
- Temperature: 20°C
- Humidity: 50% RH (relative humidity)

Do not store in the following locations.

- Directly on the floor
- In direct sunlight
- Near the inside of an exterior wall
- On an uneven surface
- Where static electricity may be generated
- In places that are excessively hot or where temperature rapidly changes
- Near a copier, air conditioner, heater, or duct

! Note

- Do not unwrap the paper until you are ready to use the paper.
- Do not leave paper unwrapped for a long period. Doing so may result in paper handling and print quality issues.
- Depending on a media you use, usage conditions and a storing conditions, a decrease in paper quality or curling of the paper may occur.

Paper Loaded on the Tray

Your printer has two built-in trays (tray 1 and the MP tray) and an additional tray unit (tray 2). Refer to the list below to check the supported paper and capacities of each tray.

! Note

- Duplex printing can not be performed on paper indicated with an asterisk (*).

Tray	Supported paper size	Paper capacity	Paper weight
Tray1	- A3 - A4 - A5 - B4 - B5 - A6* - Letter - Legal 13 - Legal 13.5 - Legal 14 - Executive - Tabloid 8K (260 x 368 mm) 8K (270 x 390 mm) 8K (273 x 394 mm) 16K (184 x 260 mm) 16K (195 x 270 mm) 16K (197 x 273 mm) - Custom	300 sheets (when paper weight is 80 g/m ²)	- Light (64 to 82 g/m²) - Medium Light (83 to 90 g/m²) - Medium (91 to 105 g/m²) - Heavy (106 to 128 g/m²) - Ultra Heavy1 (129 to 188 g/m²) - Ultra Heavy2 (189 to 220 g/m²)
Tray2 (option)	- A3 - A4 - A5 - B4 - B5 - Letter - Legal 13 - Legal 13.5 - Legal 14 - Executive - Tabloid 8K (260 x 368 mm) 8K (270 x 390 mm) 8K (273 x 394 mm) 16K (184 x 260 mm) 16K (195 x 270 mm) 16K (197 x 273 mm) - Custom	530 sheets (when paper weight is 80 g/m ²)	- Light (64 to 82 g/m²) - Medium Light (83 to 90 g/m²) - Medium (91 to 105 g/m²) - Heavy (106 to 128 g/m²) - Ultra Heavy1 (129 to 188 g/m²) ! Note - Weight of paper loaded on an additional tray unit is 64 to 176 g/m². - Weight of paper you can print is up to 176 g/m².

Tray	Supported paper size	Paper capacity	Paper weight
MP Tray	• A3 • A4 • A5 • B4 • B5 • B6 • A6* • Letter • Legal 13 • Legal 13.5 • Legal 14 • Executive • Tabloid • Statement • 8K (260 x 368 mm) • 8K (270 x 390 mm) • 8K (273 x 394 mm) • 16K (184 x 260 mm) • 16K (195 x 270 mm) • 16K (197 x 273 mm) • Custom • Com-10 Envelope* • DL Envelope* • C4 Envelope* • C5 Envelope* • Index Card*	• 100 sheets (when paper weight is 80 g/m²) • 10 envelopes	• Light (64 to 82 g/m²) • Medium Light (83 to 90 g/m²) • Medium (91 to 105 g/m²) • Heavy (106 to 128 g/m²) • Ultra Heavy1 (129 to 188 g/m²) • Ultra Heavy2 (189 to 220 g/m²) • Ultra Heavy3 (221 to 256 g/m²)

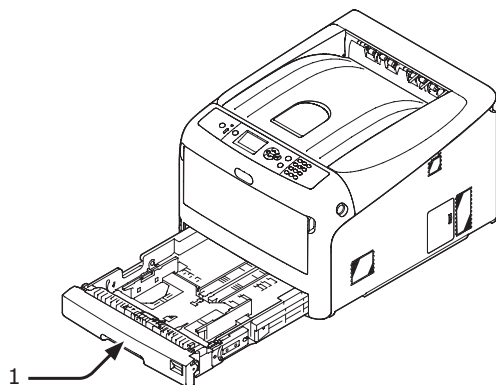
● How to Print from the Tray

The following procedure explains how to load paper in tray 1 or tray 2 (option).



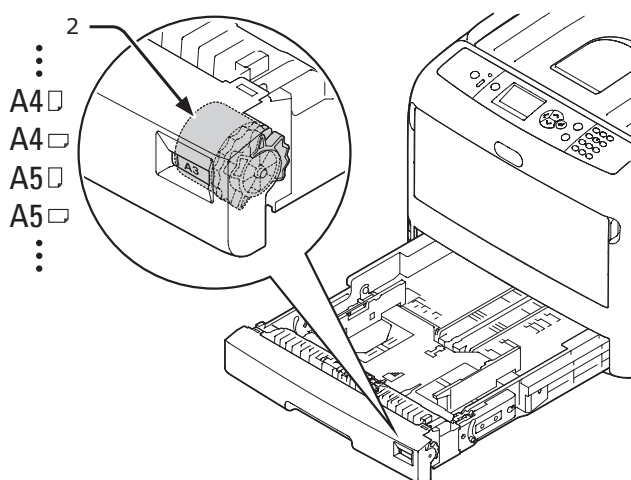
- This procedure explains to load paper in tray 1. The same procedure is applied to tray 2.

1 Pull out the paper tray (1).

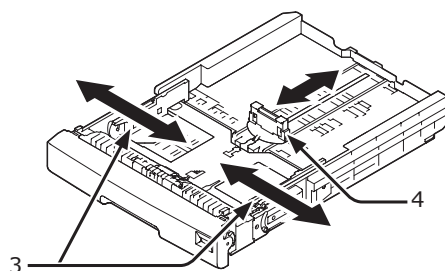


2 Set the paper size dial (2) to match the size of the paper to be loaded.

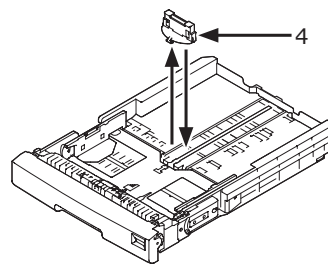
Set the dial to [A4 □] when loading A4 size paper in horizontal orientation.



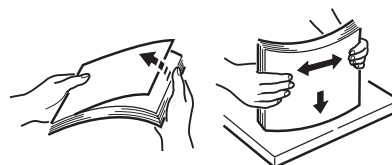
3 Slide the paper guide (3) and paper stopper (4) to the size of paper to be loaded.



- When loading A6 size paper, move the paper stopper (4) forward and remove it once, then install it on the metal part.



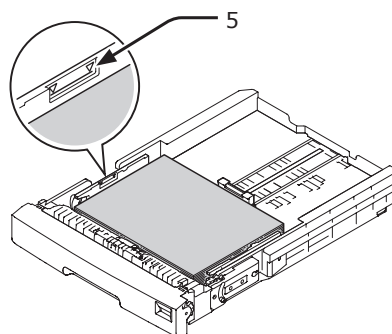
4 Flex paper back and forth, and then fan it. Straighten the edges of the paper stack on a level surface.



5 Load paper with the print side face down and press it from above.



- Do not load paper exceeding the [▼] mark (5) of the paper guide.



6 Secure the loaded paper with the paper guide.

7 Check if a size of loaded paper matches the setting of paper size dial.

8 Return the paper tray to the printer.



- If loading a paper that you cannot select the size with a paper size dial options, set the dial to [Other], and then set a paper size on the operator panel.

- 9 Open a file you want to print, and print it.
 - (1) From the [**File**] menu, select [**Print**].
 - (2) Click [**Preferences**] or [**Properties**].
 - (3) On the [**Setup**] tab, select a paper size from [**Size**].
 - (4) Select [**Tray1**] from [**Source**].
 - (5) Start printing.

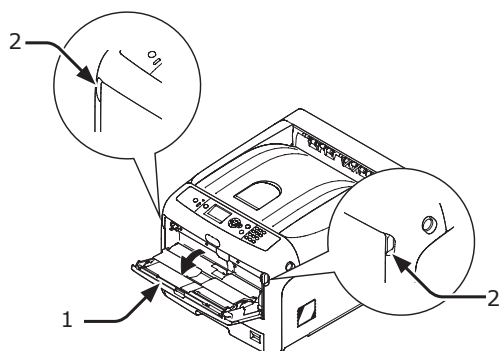
● How to Print from the MP Tray

This procedure explains how to load paper in the MP tray.

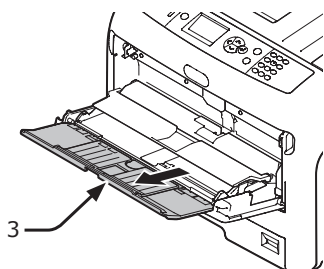
! Note

- Do not load paper of different sizes, types or weights at the same time.
- When adding paper, remove the paper on the MP tray and straighten the edges of both stacks of paper, and then load them again.
- Do not put anything other than paper for printing in the MP tray.

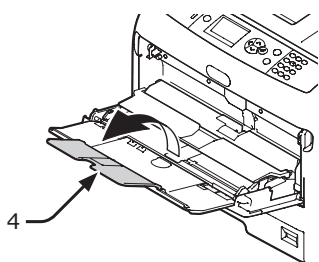
- 1 Open the MP tray (1) forward by inserting your fingers into the front recesses (2).



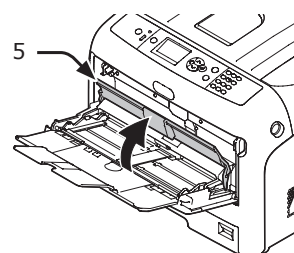
- 2 Pull out the paper support (3) by holding the center part of it.



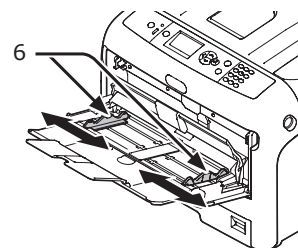
- 3 Unfold the sub support (4).



- 4 Open the paper set cover (5).



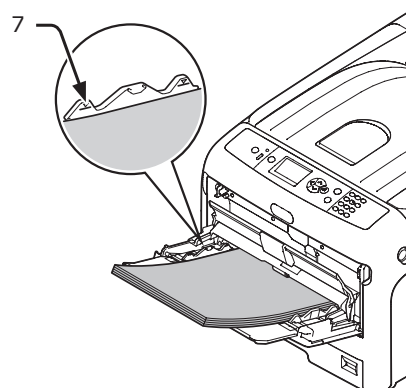
- 5 Adjust the manual feeding paper guide (6) to the width of paper to be loaded.



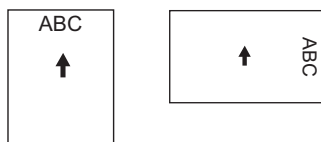
- 6 Insert the paper with the print side face up.

! Note

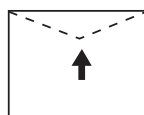
- Do not load paper exceeding the [▼] mark (7) of the paper guide.



When loading paper vertically or horizontally



Com-10, DL, C5



C4



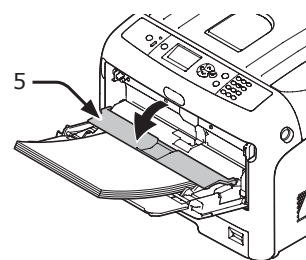
Memo

- When loading envelopes in the MP tray, load them face up with the orientation noted below.
 - Com-10, DL and C5 are loaded with the flap folded and the flap should come to the top side in the feeding direction.
 - C4 is loaded with the flap folded and the flap should come to the right side in the feeding direction.

! Note

- The paper may be wrinkled or curled after printing.
- Use paper stored in proper temperature and humidity conditions. Do not use paper that is curled or waved because of humidity.
- Do not print on the back side of paper on which other printer has printed.
- Curling of a postcard or an envelope may cause the ink absorbing problem. Use paper that is not curled. Correct a paper Curling within 2 mm.
- Printing an envelope with an adhesive flap bent cause the ink absorbing problem.

7 Close the paper set cover (5).

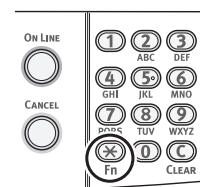


If always printing on same size or type paper from the MP tray, register the paper on the operator panel. If printing once, proceed to the step 18.

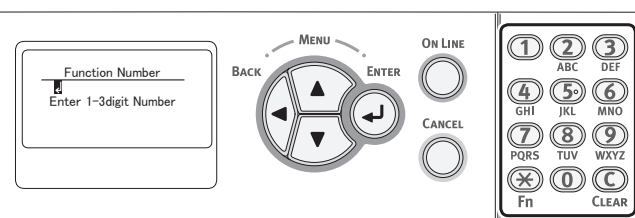
! Note

- When a printer is in the power saving mode, press the **<POWER SAVE>** button to restore from the mode.

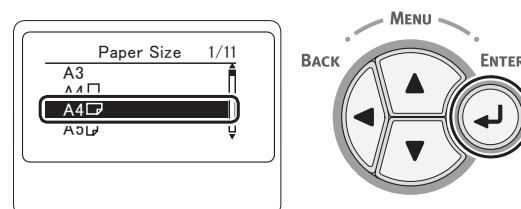
8 Press the **<Fn>** key.



9 Enter "90" and press the **<ENTER>** button.



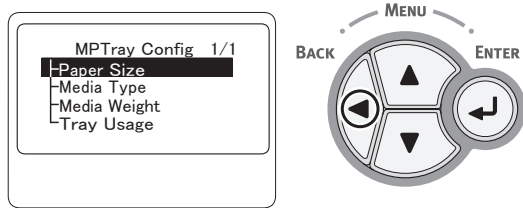
10 When [**Paper Size**] is displayed, select the size of the loaded paper and then press the **<ENTER>** button.



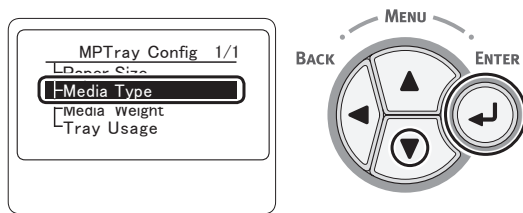
Reference

- If [**Custom**] is selected for [**Paper Size**], you need to register the custom size. For how to register the custom size, refer to "Printing in Custom Sizes" P.66.

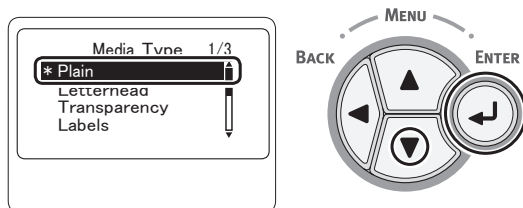
- 11** Press the **<BACK>** button until **[MPTray Config]** is displayed.



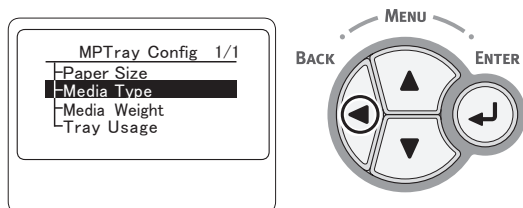
- 12** Press the scroll button **▼** to select **[Media Type]** and then press the **<ENTER>** button.



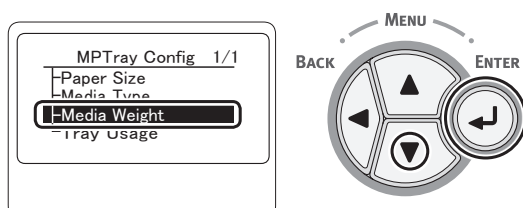
- 13** Press the scroll button **▼** to select the type of the loaded paper and then press the **<ENTER>** button.



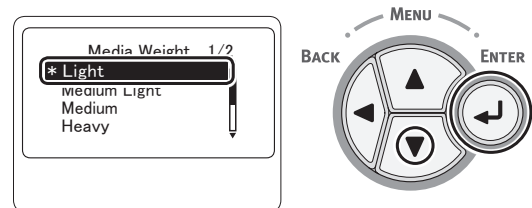
- 14** Press the **<BACK>** button until **[MPTray Config]** is displayed.



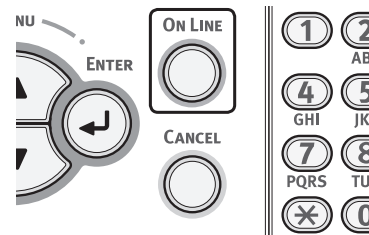
- 15** Press the scroll button **▼** to select **[Media Weight]** and then press the **<ENTER>** button.



- 16** Press the scroll button **▼** to select the weight of the loaded paper and then press the **<ENTER>** button.



- 17** Press the **<ON LINE>** button to exit the menu mode.



- 18** Open the file you want to print, and print it by following the procedures below.

For Windows

- (1) From the **[File]** menu, select **[Print]**.
- (2) Click **[Preferences]** or **[Properties]**.
- (3) On the **[Setup]** tab, select a paper size from **[Size]**.
- (4) Select **[Multipurpose Tray]** from **[Source]**.
- (5) Start printing.

For Mac OS X

- (1) From the [**File**] menu, select [**Page Setup**].
- (2) Select a paper size from [**Paper Size**] and then click [**OK**].
- (3) From the [**File**] menu, select [**Print**].
- (4) Select [**Setup**] from the panel menu.
- (5) Select [**Multipurpose Tray**] from [**Paper Source**].
- (6) Start printing.

Memo

- If the print dialog does not contain the options you expect to see on the Mac OS X 10.7, click the [**Show Details**] button on the bottom of the [**Printer**] menu.
- If the print dialog contains only two menu items and does not contain the options you expect to see on the Mac OS X 10.5 to 10.6, click the ▼ button on the side of the [**Printer**] menu.

Paper Output

Your printer outputs to the facedown or faceup stacker. Paper types that can be outputted to each stacker are as follows.

Output Stacker	Supported paper type	Paper output capacity
Facedown	• Plain paper • Recycled paper	• 250 sheets (when paper weight is less than 80 g/m²)
Faceup	• Plain paper • Recycled paper • Envelope • Index card • Label	• 100 sheets (when paper weight is less than 80 g/m²) • 10 sheets (Ultra Heavy paper and envelopes)

! Note

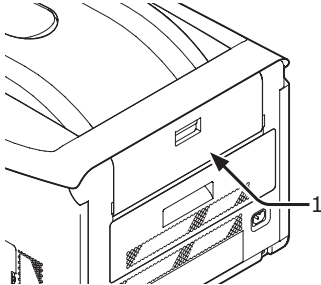
- Do not open or close the faceup stacker while printing as it may result in a paper jam.

■ Using the Facedown Stacker

Paper is delivered with the print side face down, stacked in the order printed.

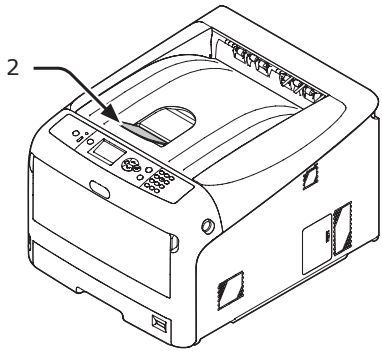
! Note

- Check that the faceup stacker (1) on the rear side of the printer is closed. If the faceup stacker is open, paper is always outputted to the faceup stacker.



Memo

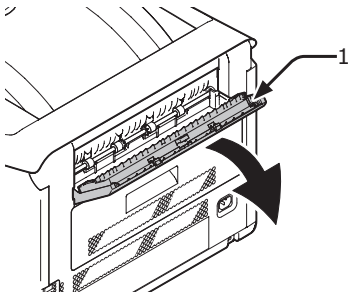
- Open the paper supporter (2) so that the printed papers do not fall down from the top cover.



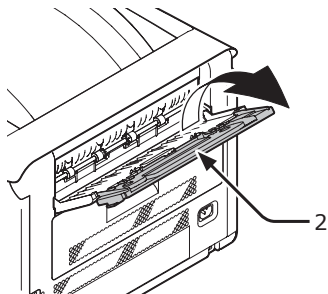
■ Using the Faceup Stacker

Paper is delivered with the print side face up, stacked opposite the order printed.

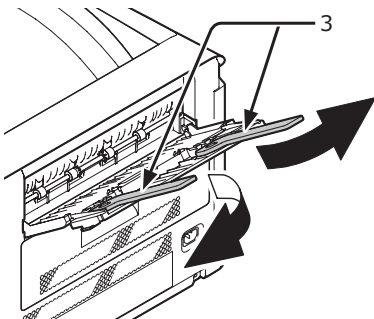
- 1 Pull the faceup stacker (1) on the rear side of the printer and open it outward.



- 2 Unfold the paper support (2).



- 3 Open the sub support (3).



● Convenient Print Functions

The following convenient print functions are available. For details, refer to the User's Manual (Advanced).

■ Printing on Postcards, Reply Postcards or Envelopes

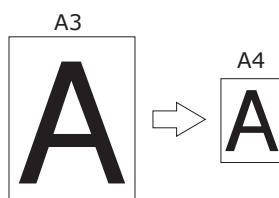
■ Printing on Labels

■ Printing on Custom Size Paper

You can register customized paper sizes to the printer driver so you can print on nonstandard paper such as banners.

■ Scaling to Pages

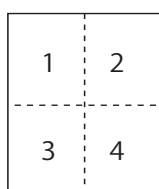
You can print data formatted for one size page onto a different size page without modifying the print data.



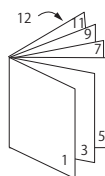
■ Changing the Page Layout

You can change the page layout to multiple print, booklet print and poster print etc.

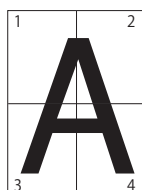
● Multiple print



● Booklet print



● Poster print



■ Duplex Printing

You can print on both sides of a sheet of paper.

● Duplex prints



■ Changing Color Data to Monochrome

■ Changing Print Quality (Resolution)

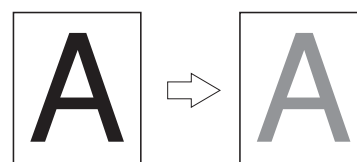
You can change the print quality to suit your needs.

■ Saving Toner

You can save toner by reducing printing density. A toner saving can be set in 3 levels.

When printing in 100 % black, you can also select the setting without a toner saving. Amount of toner can be saved without affecting any readability for small characters.

● Saving toner



- There are many convenient print functions in addition to those above. Refer to the User's Manual (Advanced).

■ Printing in Custom Sizes

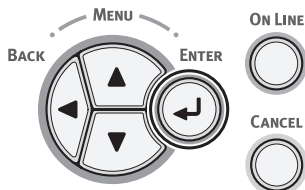
To load custom size paper, you need to register the width and length of the paper before printing. The range of the sizes you can set differs according to the paper tray.

Tray	Available size range
Tray1	Width: 105 to 297 mm (4.1 to 11.7 inches) Length: 148, 182 to 431.8 mm (5.8, 7.2 to 17.0 inches)
Tray 2 (Option)	Width: 148 to 297 mm (5.8 to 11.7 inches) Length: 182 to 431.8 mm (7.2 to 17.0 inches)
MP tray	Width: 64 to 297 mm (2.5 to 11.7 inches) Length: 90 to 1321 mm (3.5 to 52 inches)

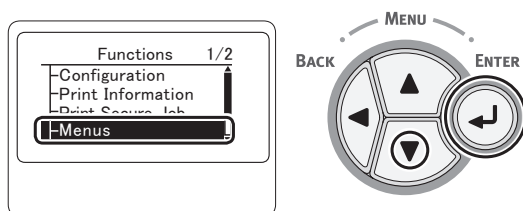
! Note

- **[Custom]** is displayed only when **[Paper Size]** is set to **[Custom]**.
- The available size range for duplex printing is the same as that for tray 2.

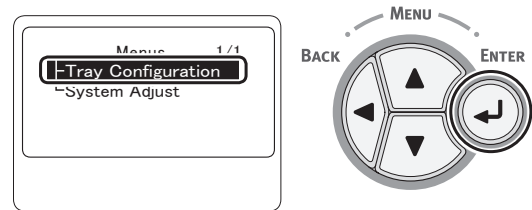
- 1 Press the **<ENTER>** button on the operator panel.



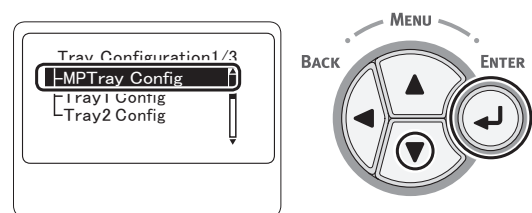
- 2 Press the scroll button ▼ several times to select **[Menus]** and press the **<ENTER>** button.



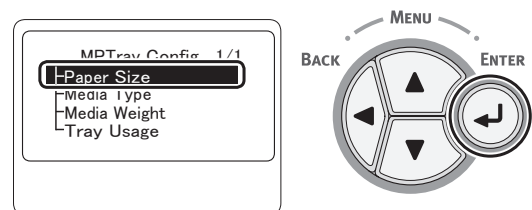
- 3 Check that **[Tray Configuration]** is selected and press the **<ENTER>** button.



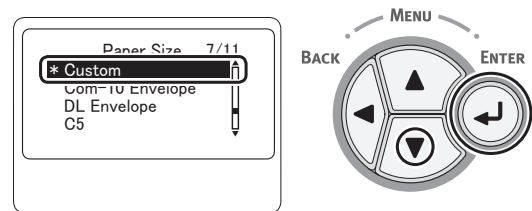
- 4 Press the scroll button ▼ several times to select **[Tray Config]** of the paper tray in which you loaded paper and then press the **<ENTER>** button.



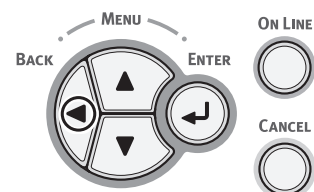
- 5 Check that **[Paper Size]** is selected and press the **<ENTER>** button.



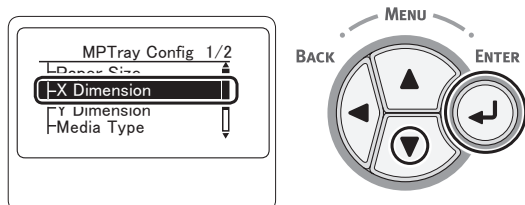
- 6 Press the scroll button ▼ several times to select **[Custom]** and then press the **<ENTER>** button.



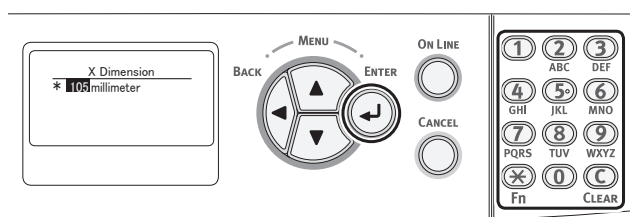
- 7 Press the **<BACK>** button.



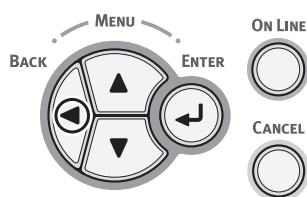
- 8 Press the scroll button ▼ to select [**X Dimension**] and then press the <**ENTER**> button.



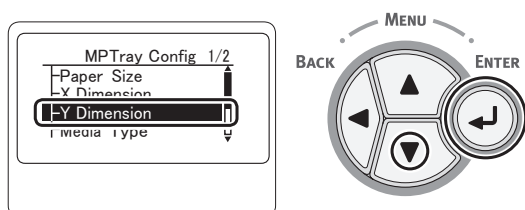
- 9 Enter the paper width value using the ten-key pad and then press the <**ENTER**> button.



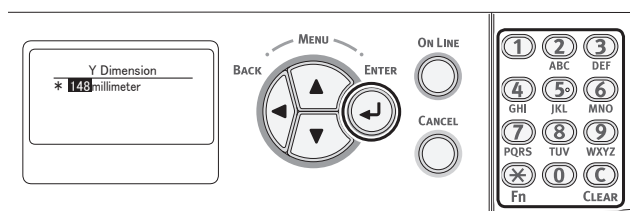
- 10 Press the <**BACK**> button.



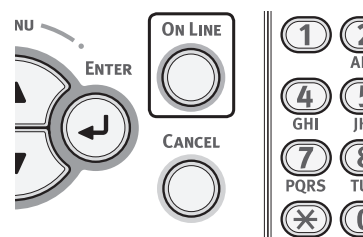
- 11 Press the scroll button ▼ to select [**Y Dimension**] and then press the <**ENTER**> button.



- 12 Enter the paper length value using the ten-key pad and then press the <**ENTER**> button.



- 13 Press the <**ON LINE**> button to exit the menu mode.



- 14 Specify a custom in the following procedures.

For Windows

- (1) Click [**Start**] and select [**Devices and Printers**].
- (2) Right-click the *Your Printer* icon and select the type of driver you want to specify from [**Printing preferences**].
- (3) On the [**Setup**] tab, click [**Paper Feed Options**].
- (4) Click [**Custom Size**].
- (5) Enter a name and the dimensions.
 - a Enter a name for the new size in the [**Name**] box.
 - b Enter its dimensions in the [**Width**] and [**Length**] boxes.
- (6) Click [**Add**] to save the custom paper size to the list and then click [**OK**].
You can save up to 32 custom sizes.
- (7) Press [**OK**] until the [**Printing preferences**] dialog box is closed.
- (8) Open the file you want to print.
- (9) Select the registered paper size and start printing on the print dialog.

For Mac OS X

! Note

- In the Mac OS X printer driver, paper size out of the available range can be set, however, image is not correctly printed. set paper size within available range.

- (1) Open the file you want to print.
- (2) From the [**File**] menu, select [**Page Setup**].
- (3) Select [**Manage Custom Sizes**] from [**Paper Size**].
- (4) Click [**+**] to add an item to the list of custom paper sizes.
- (5) Double-click [**Untitled**] and enter a name for the custom paper size.
- (6) Enter the dimensions in the [**Width**] and [**Height**] boxes.
- (7) Click [**OK**].
- (8) Click [**OK**].
- (9) From the [**File**] menu, select [**Print**].
- (10) Configure other settings if necessary and then start printing.

Memo

- If the print dialog does not contain the options you expect to see on the Mac OS X 10.7, click the [**Show Details**] button on the bottom of the [**Printer**] menu.
- If the print dialog contains only two menu items and does not contain the options you expect to see on the Mac OS X 10.5 to 10.6, click the ▼ button on the side of the [**Printer**] menu.

- 15 Open the file you want to print, and print it in the following procedures.

For Windows

- (1) From the [**File**] menu, select [**Print**].
- (2) Click [**Preferences**] or [**Properties**].
- (3) On the [**Setup**] tab, select a paper size from [**Size**].
- (4) Select [**Multipurpose Tray**] from [**Source**].
- (5) Start printing.

For Mac OS X

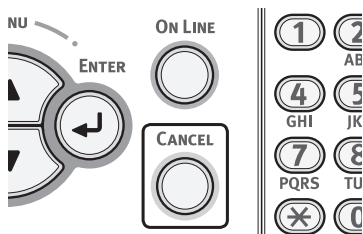
- (1) From the [**File**] menu, select [**Page Setup**].
- (2) Select a paper size from [**Paper Size**] and then click [**OK**].
- (3) From the [**File**] menu, select [**Print**].
- (4) Select [**Setup**] from the panel menu.
- (5) Select [**Multipurpose Tray**] from [**Paper Source**].
- (6) Start printing.

Memo

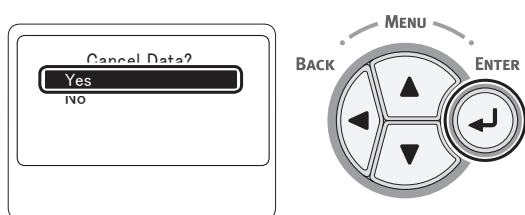
- If the print dialog does not contain the options you expect to see on the Mac OS X 10.7, click the [**Show Details**] button on the bottom of the [**Printer**] menu.
- If the print dialog contains only two menu items and does not contain the options you expect to see on the Mac OS X 10.5 to 10.6, click the ▼ button on the side of the [**Printer**] menu.

● Canceling Printing

Press the <**CANCEL**> button on the operator panel to cancel print jobs being currently printed or preparing for a print.



When you press the <**CANCEL**> button is pressed, the following message appears.



To cancel printing, select [**Yes**] and then press the <**ENTER**> button.

To proceed to printing, select [**No**] and then press the <**ENTER**> button.

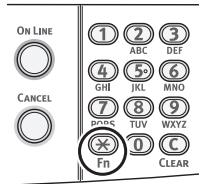
If a printer is not operated for about 3 minutes while this message appears, the message will go out and printing proceeds.

• Setting the Time that Elapses Before Entering the Power Save Mode

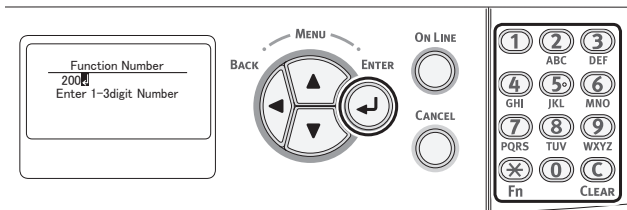
! Note

- When a printer is in the power saving mode, press the **<POWER SAVE>** button to restore from the mode.
- Check if the message **"Ready To Print"** appears. If the message is not displayed, press the **<ON LINE>** button.

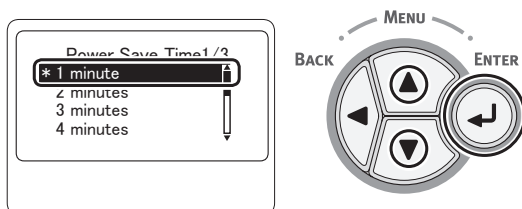
- 1 Press the **<Fn>** key on the operator panel.



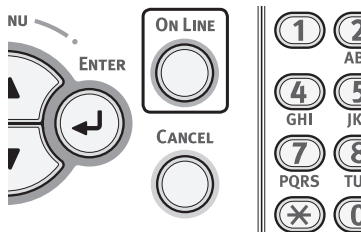
- 2 Enter "200" using the ten-key pad and then press the **<ENTER>** button.



- 3 Press the scroll button ▼ or ▲ to specify the time and then press the **<ENTER>** button.



- 4 Press the **<ON LINE>** button.



Memo

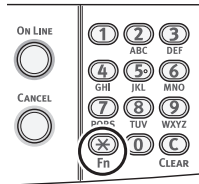
- The power save time can be selected from the followings:
 - [1 minute]
 - [2 minutes]
 - [3 minutes]
 - [4 minutes]
 - [5 minutes]
 - [10 minutes]
 - [15 minutes]
 - [30 minutes]
 - [60 minutes]
 - [120 minutes]

● Setting the Time that Elapses Before Entering the Sleep Mode

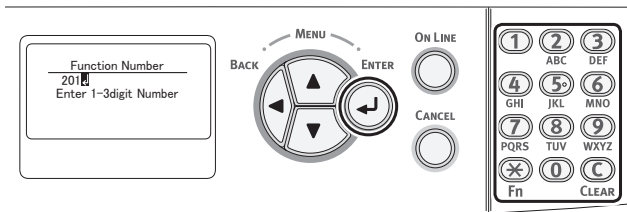
! Note

- When a printer is in the power saving mode, press the <**POWER SAVE**> button to restore from the mode.
- Check if the message "**Ready To Print**" appears. If the message is not displayed, press the <**ON LINE**> button.

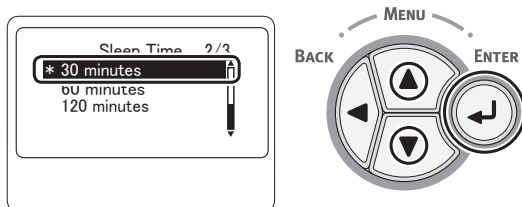
- 1 Press the <**Fn**> key on the operator panel.



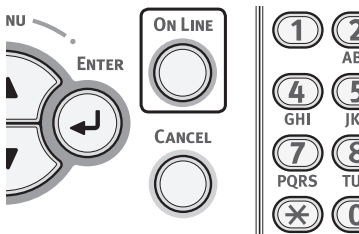
- 2 Enter "201" using the ten-key pad and then press the <**ENTER**> button.



- 3 Press the ▼ or ▲ to specify the time and then press the <**ENTER**> button.



- 4 Press the <**ON LINE**> button.



Memo

- The sleep time can be selected from the followings:
 - [1 minute]
 - [2 minutes]
 - [3 minutes]
 - [4 minutes]
 - [5 minutes]
 - [10 minutes]
 - [15 minutes]
 - [30 minutes]
 - [60 minutes]
 - [120 minutes]

Constraints When in Sleep Mode

This section explains constraints when in the sleep mode.

The printer may not enter the sleep mode if an error is displayed.

Printer Driver Utility Constraints

When the printer goes into the sleep mode, the following constraints apply to the printer driver and utility functions.

When the printer goes into the sleep mode, press the **<POWER SAVE>** button on the control panel and check that the screen displays the message **"Ready To Print"**.

If the message **"Ready To Print"** is displayed, the following constraints do not apply.

OS	Software Name	Constraints When in the Sleep Mode	Method of resolving other than to press the <POWER SAVE> button
Windows	Configuration Tool	Cannot specify the network plug-in settings.	-
	Network Card Setup	Cannot search the printer or adjust settings.	-
	Printer Display Language Setup	You cannot change settings when there is a USB connection.	Connect to the printer through the network.
	Driver Installer	If there is a connection with the network, you cannot automatically get printer option information when installing a driver.	-
Mac OS X	Printer Drivers	If there is a USB connection, you cannot print.	Connect to the printer through TCP/IP.
	Network Card Setup	Cannot search the printer or adjust settings.	-

Network Function Constraints

In the sleep mode, the following constraints apply to network functions.

■ Does Not Enter the Sleep Mode

In the following cases, a printer will not enter the sleep mode.

- If IPsec is activated.
- If NetBEUI is activated.
- If NetWare is activated.
- If EtherTalk is activated.
- If a TCP connection is being established.
E.g.: If a connection is being established with Telnet or FTP.
In the power save mode, the printer will go into the sleep mode if the connection is broken after some time passes.

- When receiving e-mails is activated.



- If you want to activate the sleep mode, please deactivate IPsec/NetBEUI/NetWare/receiving e-mail.

■ Cannot Print

In the sleep mode, you cannot print with the following protocols.

- NetBEUI
- NBT
- NetWare
- EtherTalk*
- Bonjour (Rendezvous)*

* For Mac OS X, you can print while in sleep mode with an IP Print connection.

■ Cannot Search/Cannot Specify Settings

In the sleep mode, you cannot search or specify settings with the following functions or protocols.

- PnP-X
- UPnP
- Bonjour (Rendezvous)
- LLTD
- MIB*

* You can reference through some supported MIB in the sleep mode (Get command).

■ Protocols with the Client Functions Do Not Work

In the sleep mode, the following protocols with client functions will not work.

- E-mail alerts*¹
- SNMP Trap
- WINS*²
- SNTP*³

*¹ Time that passes in the sleep mode is not included in the interval for periodic notification by e-mail alert.

*² Time that passes in the sleep mode is not included in the intervals between WINS updates. Regular WINS updates are not carried out in the sleep mode, so the names registered on the WINS server may be deleted.

*³ Time that passes in the sleep mode is not included in the interval between update for NTP servers.

■ Protocols Needing the Sleep Mode to be Disabled

When using the following protocols, disable the sleep mode.

- IPv6
- NetBEUI
- NetWare
- EtherTalk
- Bonjour (Rendezvous)*

* For Mac OS X, you can print while in sleep mode with an IP Print connection.

Settings for Turning Power Off Automatically (Auto Power Off)

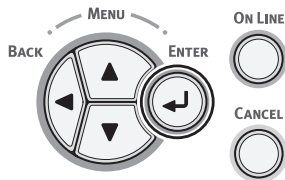
! Note

- In the factory default, a printer does not enter the auto power off mode while connecting to the network.

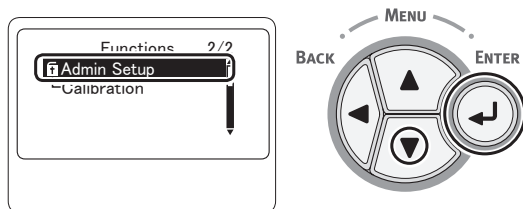
Setting the Auto Power Off Time

To enable the auto power off mode while connecting to the network perform the following procedure.

- Press the **<ENTER>** button on the operator panel.

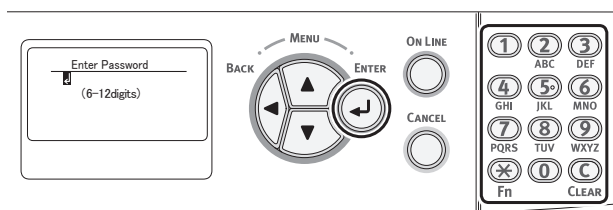


- Press the scroll button **▼** several times to select **[Admin Setup]**, and press the **<ENTER>** button.

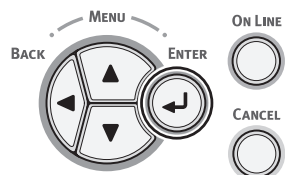


- Enter the administrator password, using the numeric (0-9) keys.

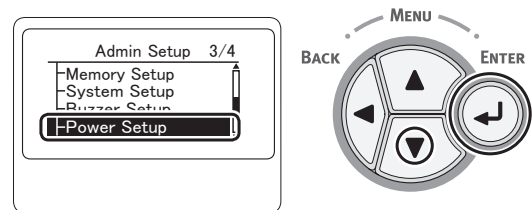
The factory default password is "aaaaaa". Press the **<ENTER>** button whenever inputting one character.



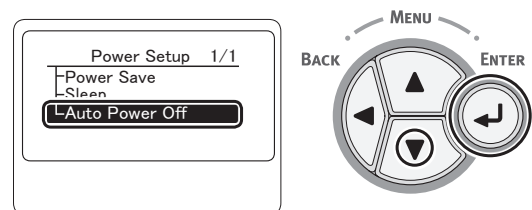
- Press the **<ENTER>** button.



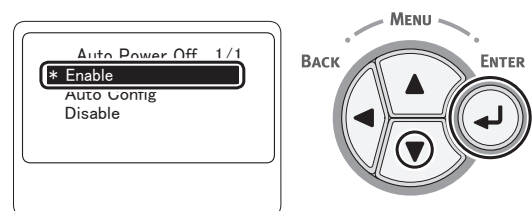
- Press the scroll button **▼** several times to select **[Power Setup]**, and press the **<ENTER>** button.



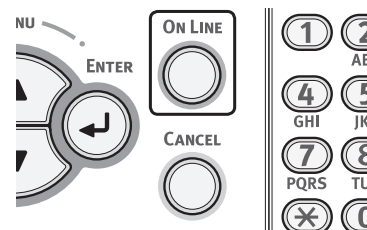
- Press the scroll button **▼** several times to select **[Auto Power Off]**, and press the **<ENTER>** button.



- Press the scroll button **▼** or **▲** to select **[Enable]**, and press the **<ENTER>** button.



- Press the **<ON LINE>** button to exit the menu mode.

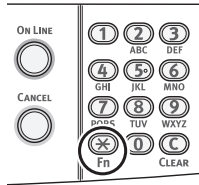


Setting the Time that Elapses Before Entering the Auto Power Off Mode

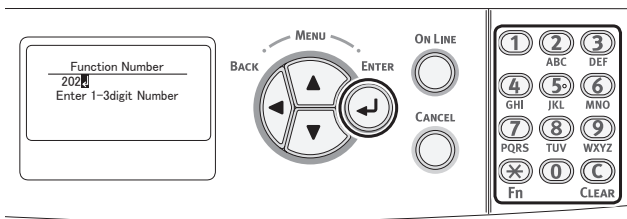
! Note

- When a printer is in the power saving mode, press the **<POWER SAVE>** button to restore from the mode.
- Check if the message "**Ready To Print**" appears. If the message is not displayed, press the **<ON LINE>** button.

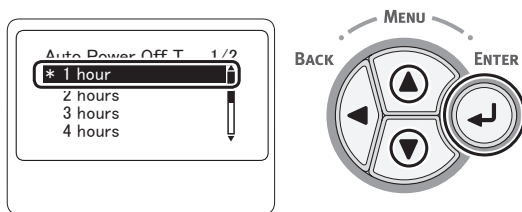
- Press the **<Fn>** key on the operator panel.



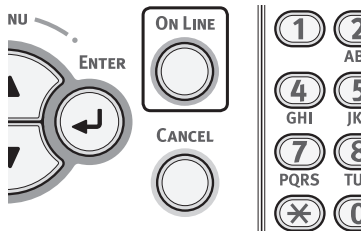
- Enter "202" using the ten-key pad and then press the **<ENTER>** button.



- Press the scroll button ▼ or ▲ to specify the time and then press the **<ENTER>** button.



- Press the **<ON LINE>** button.



Memo

- The auto power off time can be selected from the followings:
 - [1 hour]
 - [2 hours]
 - [3 hours]
 - [4 hours]
 - [8 hours]
 - [12 hours]
 - [18 hours]
 - [24 hours]

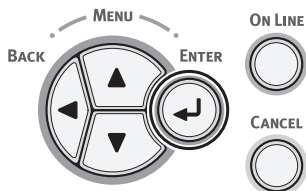
● Setting the Buzzer

You can specify whether to sound a buzzer when an invalid operation is performed on the operation panel or when an error occurs.

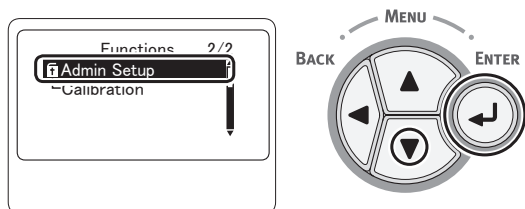
2

2. Printing Basic Operation

- 1 Press the **<ENTER>** button on the operator panel.

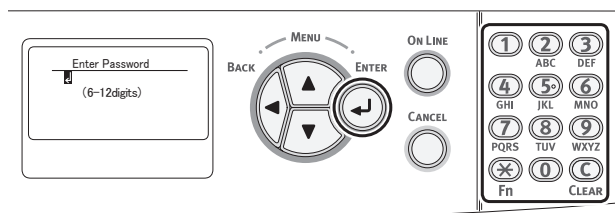


- 2 Press the scroll button ▼ several times to select [**Admin Setup**], and press the **<ENTER>** button.

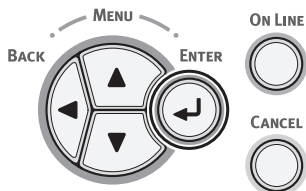


- 3 Enter the administrator password, using the numeric (0-9) keys.

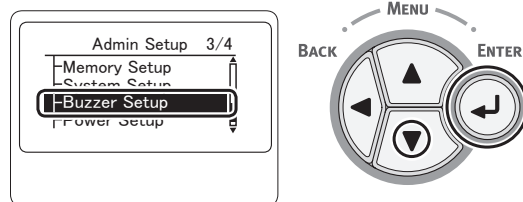
The factory default password is "aaaaaa". Press the **<ENTER>** button whenever inputting one character.



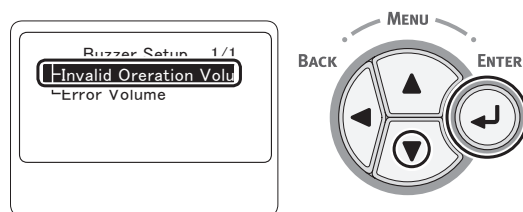
- 4 Press the **<ENTER>** button.



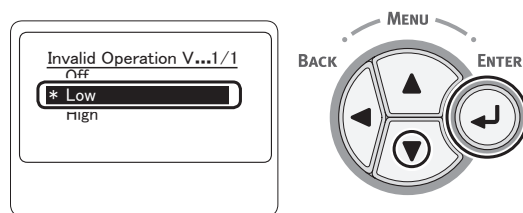
- 5 Press the scroll button ▼ several times to select [**Buzzer Setup**], and press the **<ENTER>** button.



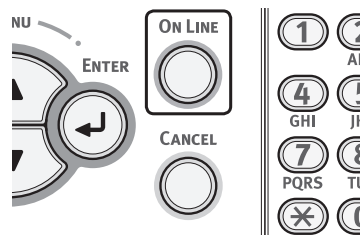
- 6 Press the scroll button ▼ several times to select [**Invalid Operation Volume**] or [**Error Volume**], and press the **<ENTER>** button.



- 7 Press the scroll button ▼ several times to select a volume level, and press the **<ENTER>** button.



- 8 Press the **<ON LINE>** button to exit the menu mode.



3. Troubleshooting

This chapter provides solutions to the problems you may encounter while operating your printer.

Memo

- Meanings of symbols in error messages:
 - “%COLOR%” indicates Cyan (C), Magenta (M), Yellow (Y) or Black (K)
 - “%TRAY%” indicates tray 1, tray 2 or the MP tray
 - “%COVER%” indicates a front cover or top cover
 - “%CODE%” indicates a code number displayed in 1 to 3 digits. A code number changes according to an error.
 - “%MEDIA_SIZE%” indicates paper size
 - “%MEDIA_TYPE%” indicates a paper type
- If the displayed message includes “**Please see Help for details**”, you can check an error code and countermeasures for the error by pressing the <HELP> button on the operator panel.

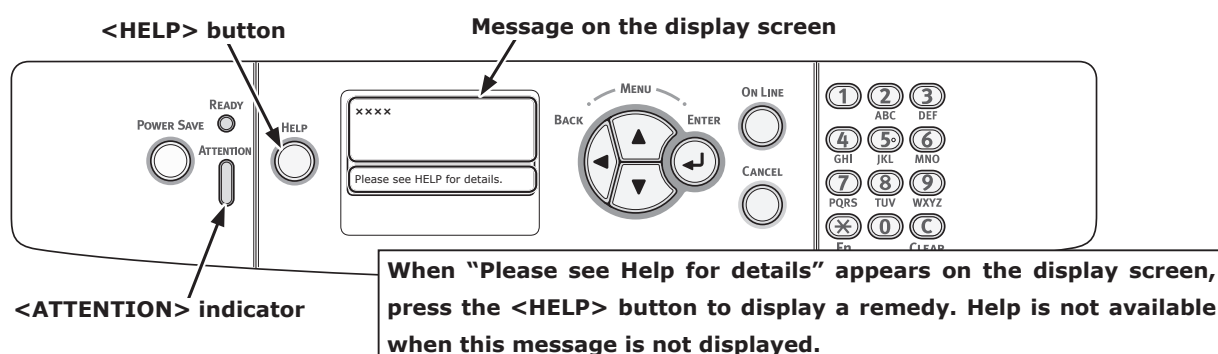
Reference

- For details on the function of the <ATTENTION> indicator, refer to “[Checking the Printer’s Status with the Display Screen](#)” P.127.

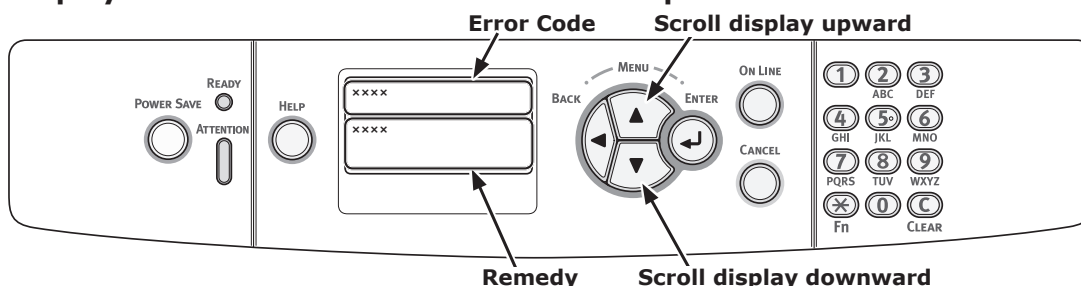
• When an Error Message Appears on the Display Screen (When the ATTENTION Indicator Lights Up/Blinks)

When a printer problem occurs, an error message appears on the display screen and the <ATTENTION> indicator on the operator panel lights up or blinks. Check the error message and deal with the problem according to the relevant procedure.

When “**Please see Help for details**” appears on the display screen, press the <HELP> button to display a remedy.



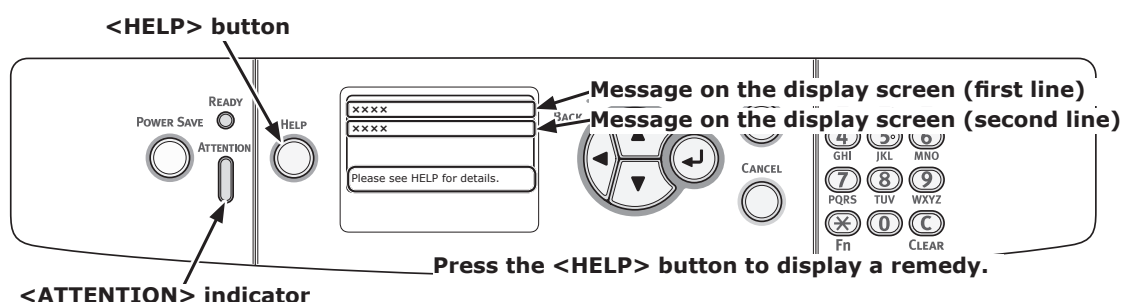
Display Screen when the <HELP> button is pressed



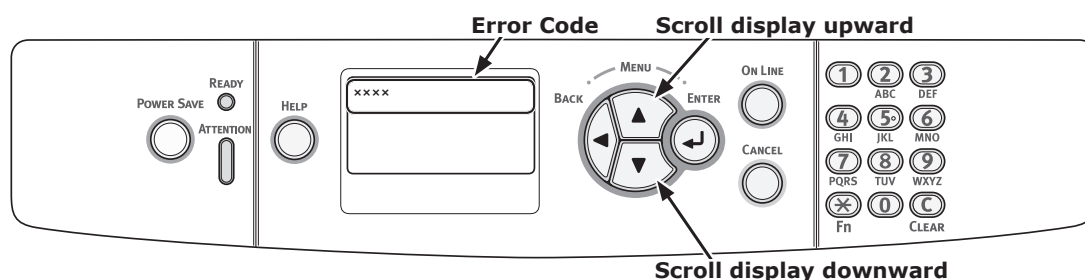
• When Paper Jams Occurs/When an Error Message does not Disappear Even After Jammed Paper is Removed

When paper is jammed inside a printer or when an error message does not disappear even after jammed paper is removed, an error message appears on the display screen.

Press the **<HELP>** button to display a remedy. Remove jammed paper according to the remedy displayed or the relevant procedure described in the following list.



Display Screen when the **<HELP>** button is pressed



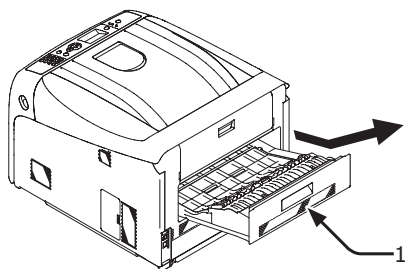
Status	Message on the Display Screen		Message displayed after the <HELP> button is pressed	Reference Page
			Error Code	
Paper jams	1st Line	Open Cassette	391, 392	page 86
	2nd Line	Paper Jam		
	3rd Line	%TRAY%		
	1st Line	Open Cover	372	page 80
	2nd Line	Paper Jam		
	3rd Line	Front Cover		
	1st Line	Open Cover	380	page 81
	2nd Line	Paper Jam		
	3rd Line	Front Cover		
	1st Line	Open Cover	390	page 85
	2nd Line	Paper Jam		
	3rd Line	Front Cover		
	1st Line	Open Cover	381	page 82
	2nd Line	Paper Jam		
	3rd Line	Top Cover		

Status	Message on the Display Screen		Message displayed after the <HELP> button is pressed	Reference Page
			Error Code	
Paper jams	1st Line	Open Cover	382, 383	page 83
	2nd Line	Paper Jam		
	3rd Line	Top Cover		
	1st Line	Check Duplex Unit	370, 371, 373	page 79, page 80
	2nd Line	Paper Jam		
	3rd Line			
	1st Line	Check Paper	401	
	2nd Line	Paper Multi Feed		
	3rd Line	%TRAY%		
A message does not disappear.	1st Line	Open Cassette	631, 632	
	2nd Line	Paper Remain		
	3rd Line	%TRAY%		
	1st Line	Open Cover	637	
	2nd Line	Paper Remain		
	3rd Line	Front Cover		
	1st Line	Open Cover	638	
	2nd Line	Paper Remain		
	3rd Line	Top Cover		
	1st Line	Open Cover	639, 640	
	2nd Line	Paper Remain		
	3rd Line	Top Cover		
	1st Line	Check Duplex Unit	641, 642	
	2nd Line	Paper Remain		

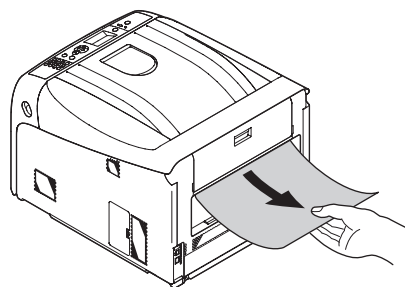
Error Code 370, 371, 373

A paper jam has occurred around the duplex unit.

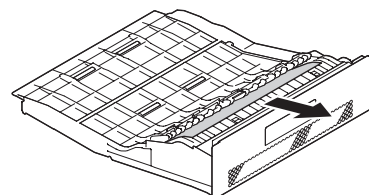
- 1 Take out the duplex unit (1) by pulling it obliquely upward while holding the center recess on the back of printer.



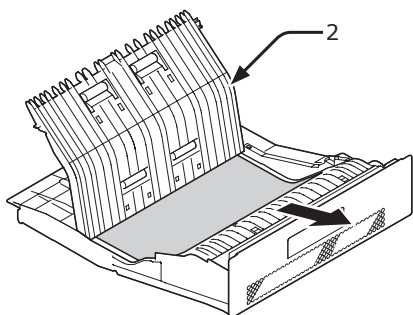
- 2 Check for jammed paper inside the printer. If jammed paper remains, remove it.



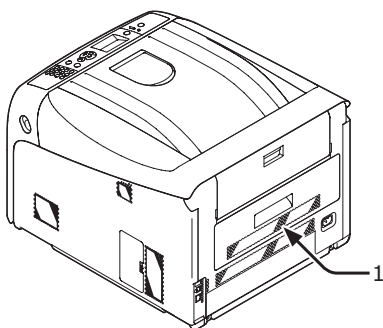
- 3 Check for jammed paper in the duplex unit. If jammed paper remains, pull it out gently.



- 4 Open the upper duplex unit cover (2) and check for jammed paper. If jammed paper remains, pull it out gently and close the cover.



- 5 Replace the duplex unit (1) into the printer.

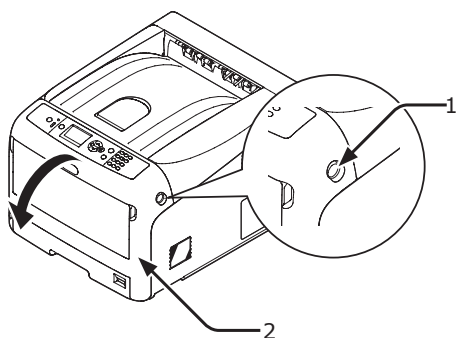


Task is complete.

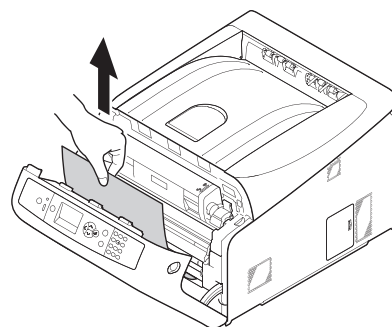
Error Code 372

A paper jam has occurred around the front cover.

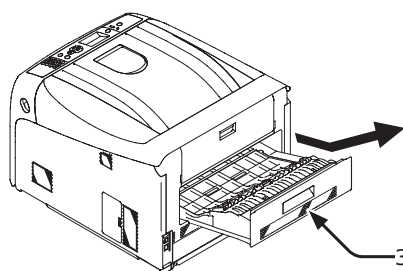
- 1 Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.



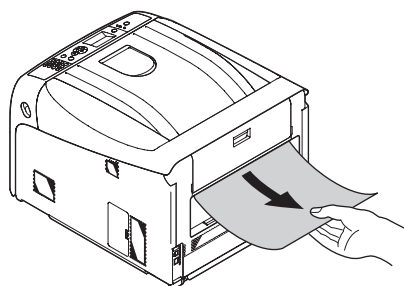
- 2 Remove the jammed paper gently in the direction of the arrow if an edge of jammed paper can be seen, and then go to step 8. If you cannot find jammed paper, go to step 3.



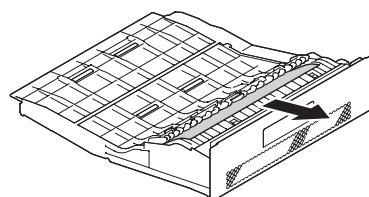
- 3 Take out the duplex unit (3) by pulling it obliquely upward while holding the center recess on the back of printer.



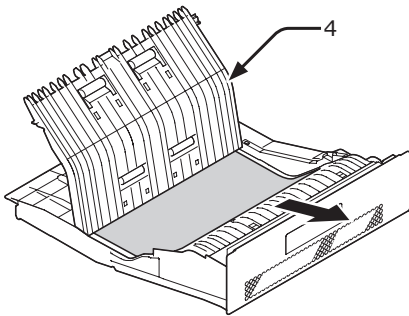
- 4 Check for jammed paper inside a printer. If jammed paper remains, remove it.



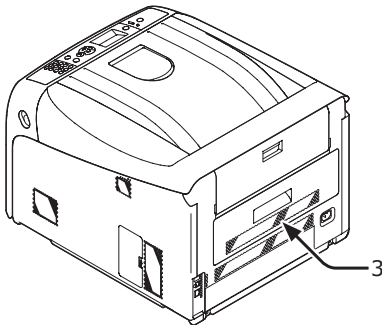
- 5 Check if paper remains in the duplex unit. If jammed paper remains, pull it out gently.



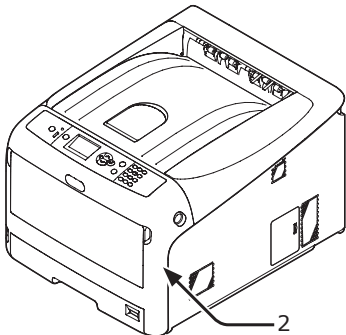
- 6 Open the upper duplex unit cover (4) and check for jammed paper. If jammed paper remains, remove it, and close the cover.



- 7 Replace the duplex unit (3) to the printer.



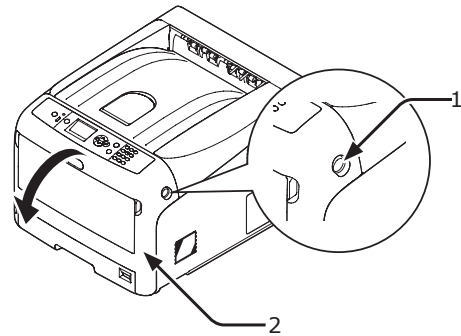
- 8 Close the front cover (2).



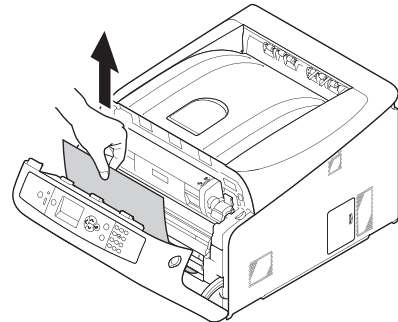
Error Code 380

A paper jam has occurred around the front cover.

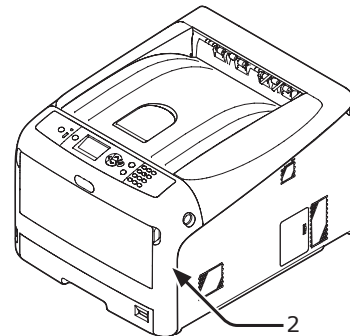
- 1 Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.



- 2 Remove the jammed paper gently in the direction of the arrow if you can see an edge of jammed paper.



- 3 Close the front cover (2).

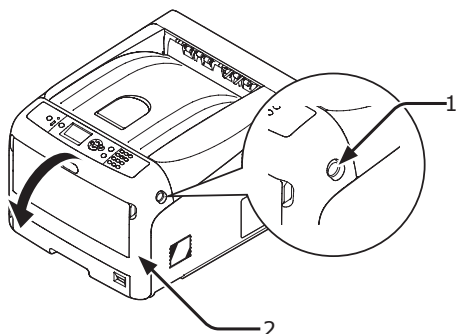


Task is complete.

Error Code 381

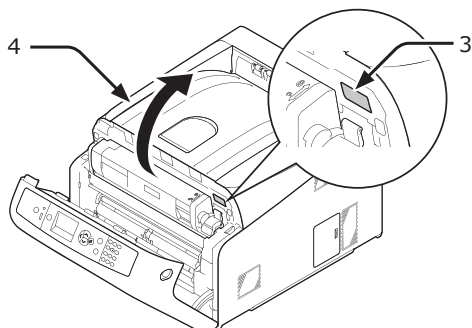
A paper jam has occurred under an image drum.

- 1 Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.

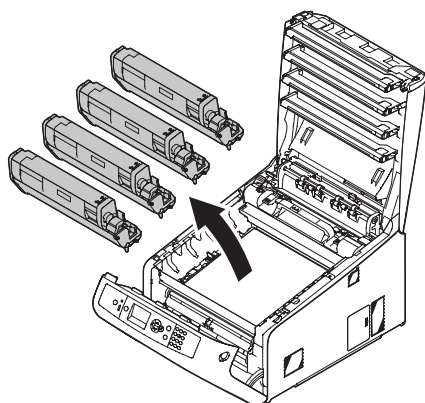


- 2 Press the top cover open button (3) and open the top cover (4).

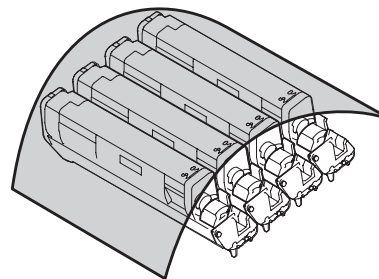
 CAUTION	Possible to get burned.	
The fuser unit is extremely hot. Do not touch it.		



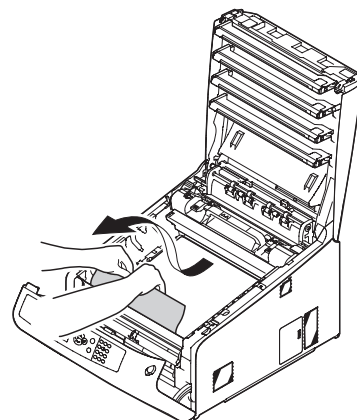
- 3 Remove all four image drums and place them on a flat surface.



- 4 Cover the removed image drums with paper so that the image drums are not exposed to light.

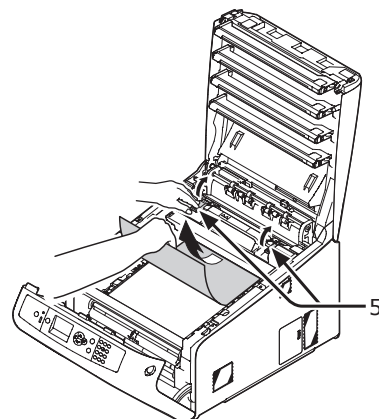


- 5 Pull out the jammed paper gently to the rear of the printer (the direction of the arrow) if an edge of jammed paper can be seen.

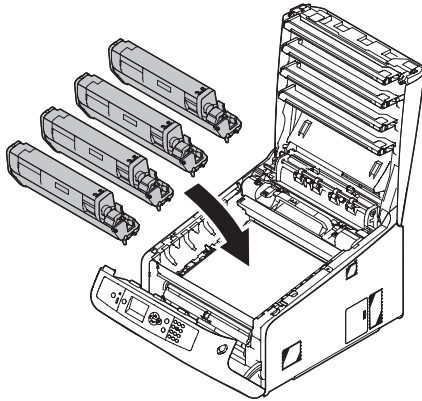


Pull out the jammed paper gently while lifting the release levers (5) on the fuser unit if an edge of jammed paper cannot be seen.

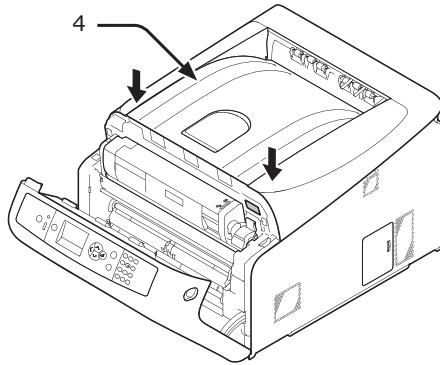
If an edge of jammed paper still remains inside the unit, pull out the jammed paper gently to the rear of the printer.



- 6** Return all four image drums into the printer carefully.



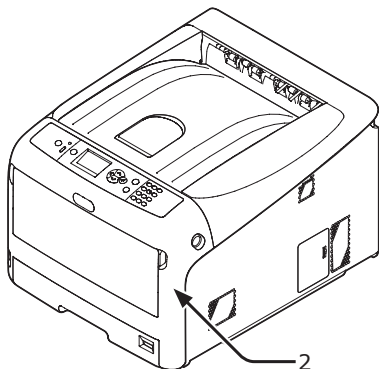
- 7** Close the top cover (4) by pushing the both sides of the cover firmly.



- 8** Close the front cover (2).

Note

- The front cover cannot be closed if the top cover is not closed securely.

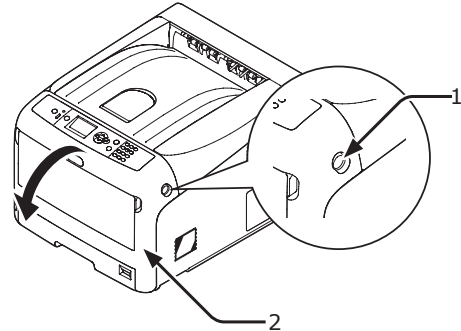


Task is complete.

Error Code 382, 383

A paper jam has occurred around the fuser unit.

- 1** Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.



- 2** Press the top cover open button (3) and open the top cover (4).

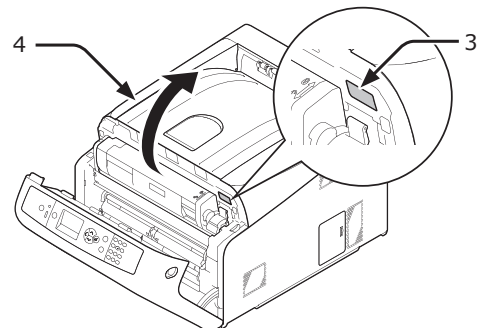


CAUTION

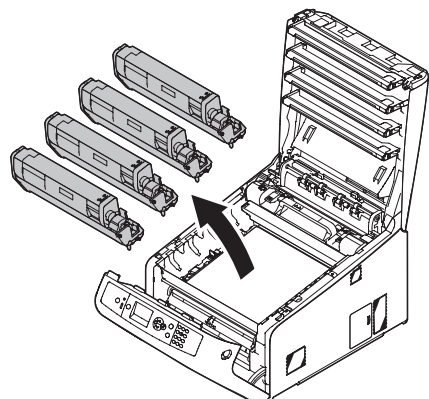
Possible to get burned.



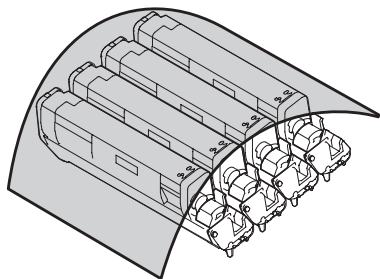
- The fuser unit is extremely hot. Do not touch it.



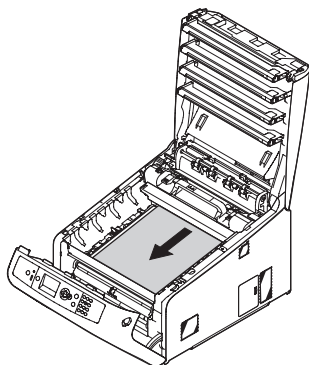
- 3** Remove all four image drums and place them on a flat surface.



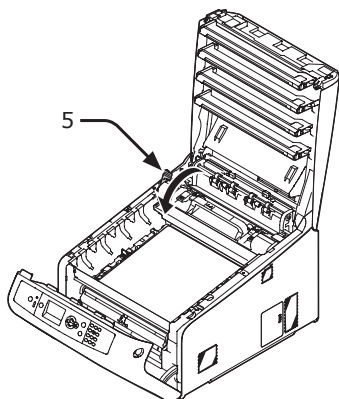
- 4 Cover the removed image drums with paper so that the image drums are not exposed to light.



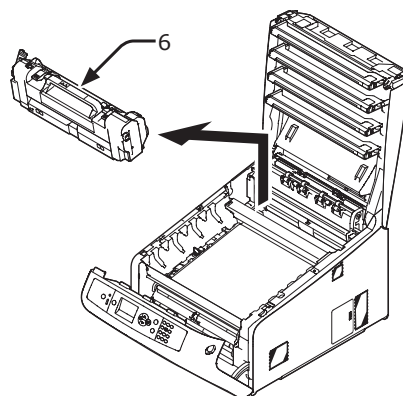
- 5 Remove the jammed paper remaining inside of the unit.



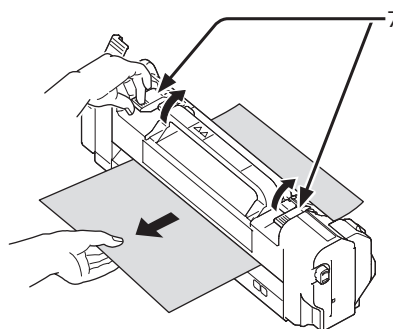
- 6 Lift the left lock lever (5) of the fuser unit forward.



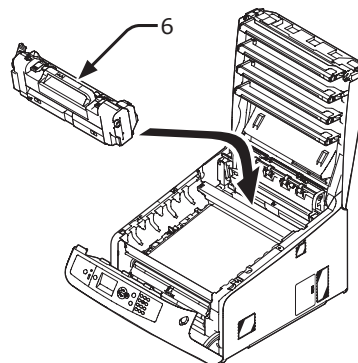
- 7 Hold the fuser unit handle (6) and lift the fuser unit out of the printer.



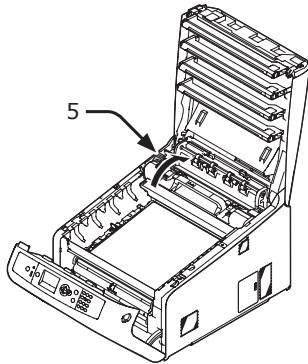
- 8 Lift the release levers (7) on the fuser unit, and pull out the jammed paper forward gently.



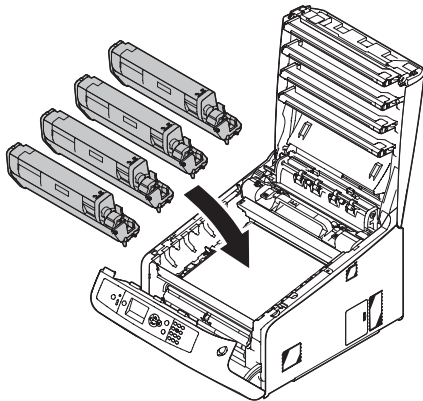
- 9 Hold the fuser unit handle (6) and place the fuser unit into the printer.



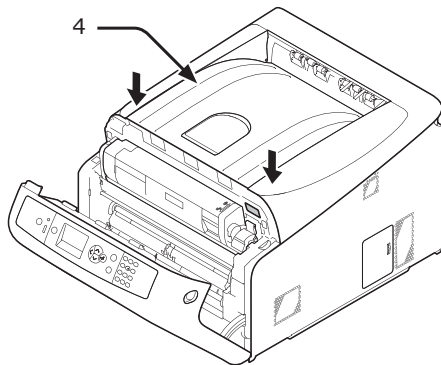
- 10** Push the left lock lever (5) of the fuser unit backward.



- 11** Return all four image drums into the printer carefully.



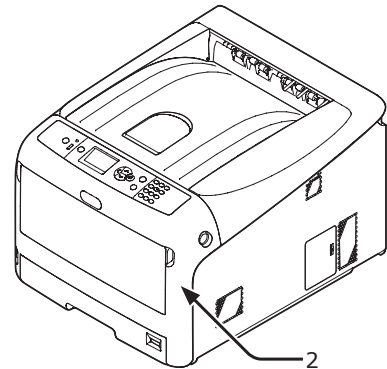
- 12** Close the top cover (4) by pushing the both sides of the cover firmly.



- 13** Close the front cover (2).



- Cannot close the front cover securely if the top cover is not closed.

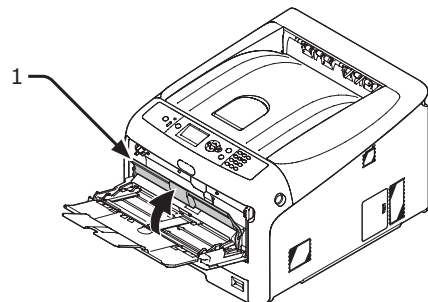


Task is complete.

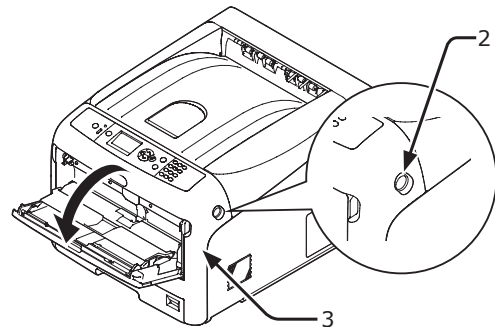
Error Code 390

A paper jam has occurred while feeding paper from a paper tray.

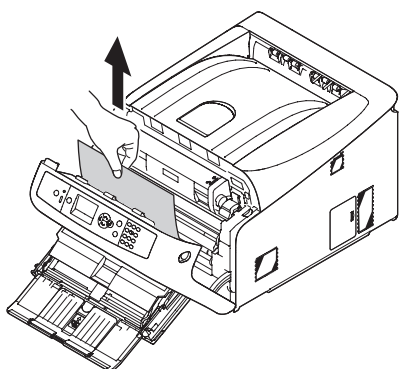
- 1** If there is any paper on the MP tray, lift the paper set cover (1) and take it out.



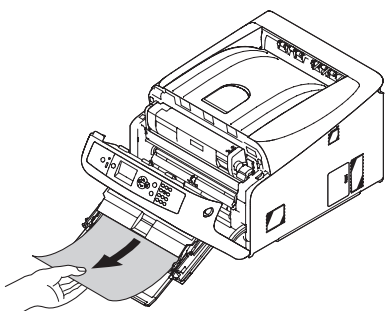
- 2** Insert your finger into the recess on the right side of the printer and pull the front cover open lever (2) to open the front cover (3) forward.



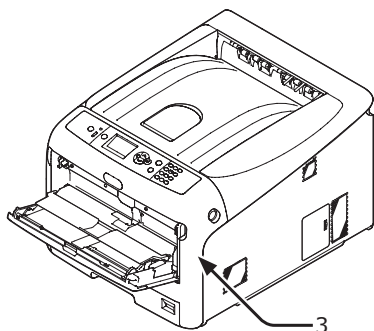
- 3 Remove the jammed paper gently by pulling the edge of paper.



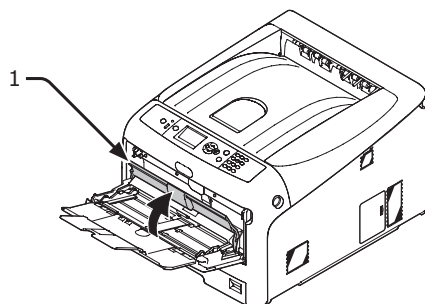
Remove the paper from the back gently if the edge of paper cannot be seen.



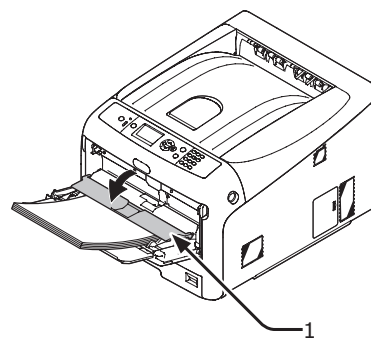
- 4 Close the front cover (3).



- 5 If loading paper on MP tray, lift the paper set cover (1) and set the paper with the print side face up.



- 6 Lower the paper set cover (1).



Task is complete.

Error Code 391, 392

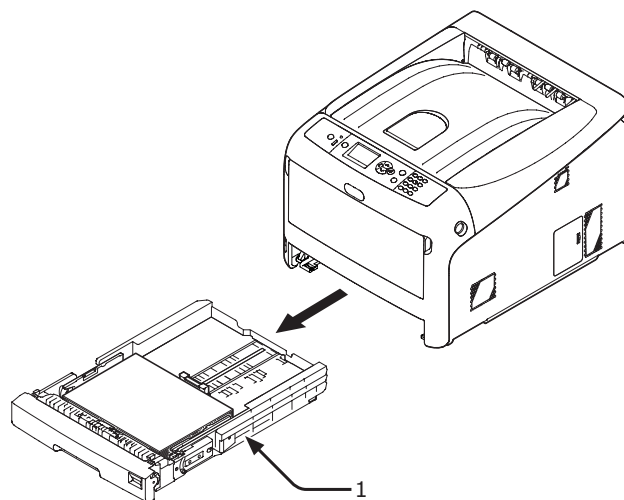
A paper jam has occurred while feeding paper from a paper tray.

! Note

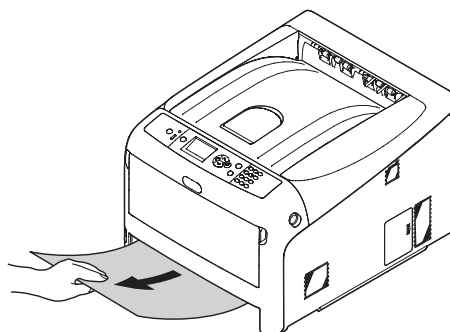
- If paper jams occur frequently, clean the paper feed rollers. For details, refer to "Cleaning Paper Feed Rollers" P.120.

This procedure uses Tray 1 as an example.

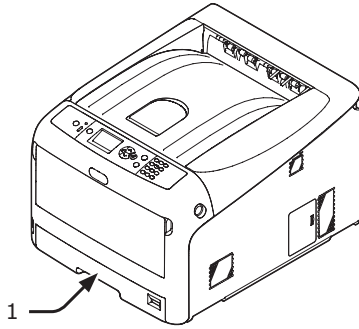
- 1 Gently pull out from the printer the tray (1) for which an error is indicated.



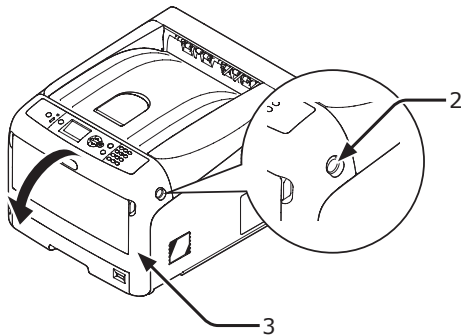
- 2 Remove the jammed paper.



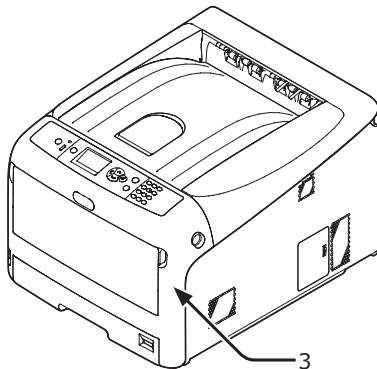
- 3** Return the tray (1) to the printer.



- 4** Insert your finger into the recess on the right side of the printer and pull the front cover open lever (2) to open the front cover (3) forward.



- 5** Close the front cover (3).



Task is complete.

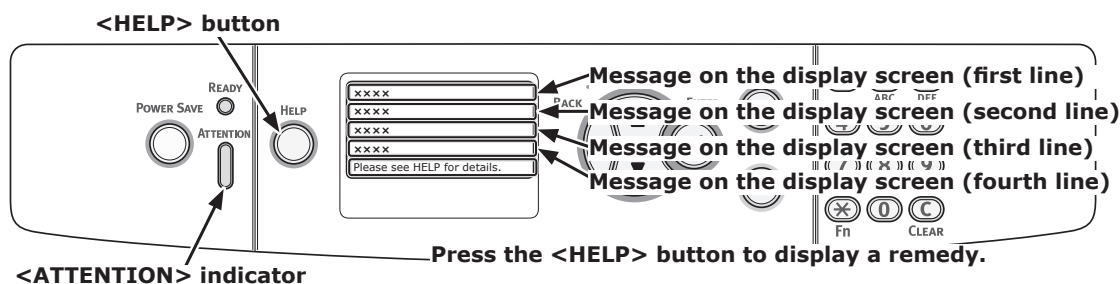


- Open and close the front cover after removing the jammed paper otherwise the error indication do not go out.

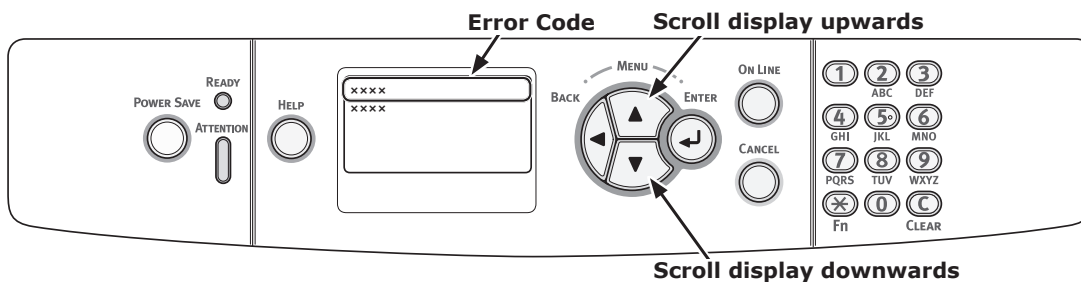
• When the Message for Replacement of Consumables or Maintenance Unit Appears

When the time to replace consumables or maintenance unit is close and replacement must be done, the message "...Low", "...Near Life", "...Empty", "...Life", "Istall...", "Replace...", "Change..." appears on the display screen and the <ATTENTION> indicator on the operator panel lights up or blinks.

Check the message and replace consumables and maintenance unit.



Display Screen when the <HELP> button is pressed





- "xxx" described on the list below changes according to the printer status.

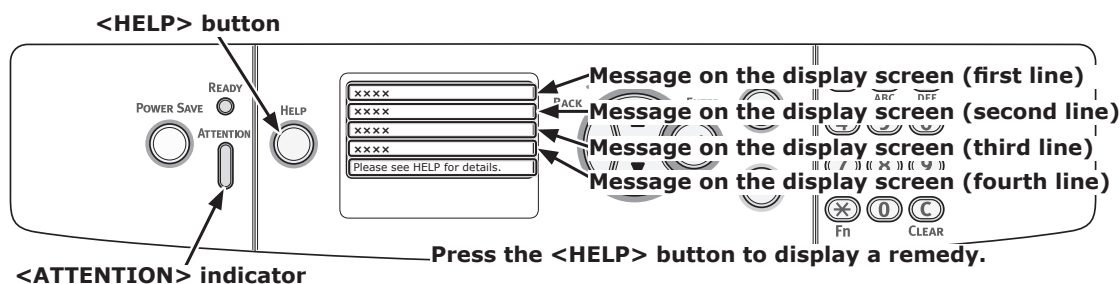
Status	Message on the Display Screen		Message displayed after the <HELP> button is pressed	Reference Page or Remedy
			Error Code	
Toner Cartridge	1st Line 2nd Line	xxx %COLOR% Toner Low	-	Prepare a new toner cartridge, and replace the old toner cartridge with new one after a message for replacement of consumables or maintenance unit appears.
	1st Line 2nd Line	xxx %COLOR% Toner Empty	-	page 107
	1st Line 2nd Line	xxx %COLOR% Toner Empty	-	page 107
	1st Line 2nd Line	Install Toner %COLOR%	410, 411, 412 413	page 110 page 108 (Black toner)
	1st Line 2nd Line	Install Toner Or Press Online Button %COLOR%	410, 411, 412	page 107 If a black toner remains, you can print in black and white by selecting [Monochrome]. However, replace the toner cartridge soon after it runs out. Otherwise, it may cause the damage to an image drum.
	1st Line 2nd Line	xxx %COLOR% Image Drum Near Life	-	Prepare new image drums, and replace the old image drums with new ones after a message for replacement of consumables or maintenance unit appears.
Image Drums	1st Line 2nd Line	xxx %COLOR% Image Drum Life	-	page 112
	1st Line 2nd Line	xxx %COLOR% Image Drum Life, %nnn% Pages Left	-	page 112 The number of pages you can print is displayed in "nnn".
	1st Line 2nd Line	xxx %COLOR% Image Drum Life	-	page 112
	1st Line 2nd Line 3rd Line	Install New Image Drum Image Drum Life %COLOR%	350, 351, 352, 353	page 112 If a toner remains, you can continue to print by opening or closing the front cover. However, replace the toner cartridge soon. Otherwise, it may cause a decrease in a printing quality.
	1st Line 2nd Line 3rd Line	Install New Image Drum Image Drum Life %COLOR%	560, 561, 562, 565	page 112
	1st Line 2nd Line 3rd Line 4th Line	Install New Image Drum Image Drum Life %COLOR% To Exceed the Life, Press Online Button	564, 565, 566, 567	page 112
	1st Line 2nd Line 3rd Line 4th Line	Install New Image Drum Image Drum Life %COLOR% To Exceed the Life, Press Online Button	564, 565, 566, 567	page 112

Status	Message on the Display Screen		Message displayed after the <HELP> button is pressed	Reference Page or Remedy
			Error Code	
Image Drums	1st Line 2nd Line 3rd Line	Install New Image Drum Printing disabled due to low threshold of Image Drum life. %COLOR%	680, 681, 682, 683	page 112
Fuser Unit	1st Line 2nd Line	xxx Fuser Unit Near Life	-	Prepare a fuser unit, and replace the old fuser unit with new one after a message for replacement of consumables or maintenance unit appears.
	1st Line 2nd Line	xxx Change Fuser Unit	-	page 118
	1st Line 2nd Line	Install New Fuser Unit Fuser Unit Life	354	page 118 You can continue to print by opening or closing the front cover for a while. However replace the toner cartridge soon. Otherwise, it may cause a printer error or paper jam.
Belt Unit	1st Line 2nd Line	xxx Belt Unit Near Life	-	Prepare a belt unit, and replace the old belt unit with new one after a message for replacement of consumables or maintenance unit appears.
	1st Line 2nd Line	xxx Change Belt Unit	-	page 115
	1st Line 2nd Line	Install New Belt Unit Belt Unit Life	355	page 115 You can continue to print by opening or closing the front cover for a while. However replace the toner cartridge soon. Otherwise, it may cause a printer error.

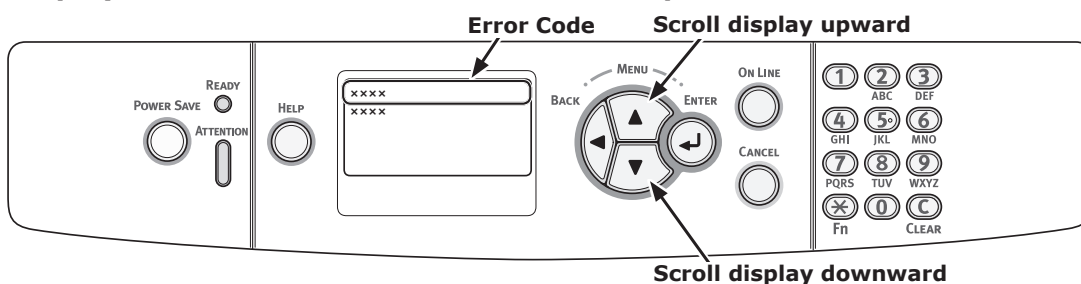
• When the Message for Paper Replacement or Paper Size Error Appears

When the media type or media size loaded in a tray does not match the settings specified in the printer driver, the message "**Change Paper...**" or "**Check Paper...**" appears on the display screen and the **<ATTENTION>** indicator blinks.

Check the message and deal with the problem. Check the paper size and the settings, refer to "[How to Print from the Tray](#)" P.58 or "[How to Print from the MP Tray](#)" P.60.



Display Screen when the <HELP> button is pressed



Status	Message on the Display Screen		Message displayed after the <HELP> button is pressed
			Error Code
Change Paper	1st Line	Change Paper in %TRAY%	661, 662
	2nd Line	%MEDIA_SIZE%	
	3rd Line	%MEDIA_TYPE%	660
	4th Line	Press ONLINE Button	
Paper Size does not match print data.	1st Line	Change Paper in MPTray	461, 462
	2nd Line	%MEDIA_SIZE%	
	3rd Line	%MEDIA_TYPE%	460
	4th Line	Press ONLINE Button	
Paper Size Error	1st Line	Check Paper	400
	2nd Line	Paper Size Error	
	3rd Line	%TRAY%	

● Other Error Messages

This section explains the causes and remedies for an error message and the function of the **<ATTENTION>** indicator. An error message appears on the display screen of the operator panel.

To display an error code, press the **<HELP>** button on the operator panel.

Error Messages

Error code	Message	<ATTENTION> indicator	Cause/Remedy
420	Press ONLINE Button for RestorationMemory Overflow	Blinks	The memory overflowed. Reduce the data amount. If that does not work, reduce the size of the print data.
310 311	Close Cover %COLOR% Please see HELP for details	Blinks	The cover is open. Close the cover. 310 : Top cover 311 : Front cover
320 348	Check Fuser Unit Please see HELP for details	Blinks	The fuser unit is not correctly installed. Install the fuser unit correctly in a printer.
n*	Check Data Message Data Write Error<%CODE%>	Blinks	Writing of message data to be uploaded to a printer has been failed.
610 611 612 613	Toner Not Installed %COLOR% Please see HELP for details	Blinks	The toner cartridge of the indicated color is not installed correctly. Install the toner cartridge correctly. 610 : Yellow (Y) 611 : Magenta (M) 612 : Cyan (C) 613 : Black (K)
544 545 546 547	Check Toner Cartridge Improper Lock Lever Position %COLOR% Please see HELP for details	Blinks	The toner cartridge of the indicated color is not locked properly. Turn the blue lever on the right side of the cartridge backwards until it stops. 544 : Yellow (Y) 545 : Magenta (M) 546 : Cyan (C) 547 : Black (K)
540 541 542 543	Toner Sensor Error %COLOR%	Blinks	Something is wrong with the toner sensor of the indicated color or the image drum is not installed correctly. Install the toner cartridge or image drum of the indicated color correctly. 540 : Yellow (Y) 541 : Magenta (M) 542 : Cyan (C) 543 : Black (K)
430 431 440 441	Install Paper Cassette %TRAY% Please see HELP for details	Blinks	A paper cassette is not in the indicated tray. Insert the paper cassette into the indicated tray. If the cassette is already inserted in the printer, pull out the cassette and set it again to correctly locate it. 430, 440 : Tray1 431, 441 : Tray2
356	Install New Belt Unit Belt Unit Life Please see HELP for details	Blinks	The belt unit is at the end of its life. Replace it with a new belt unit.

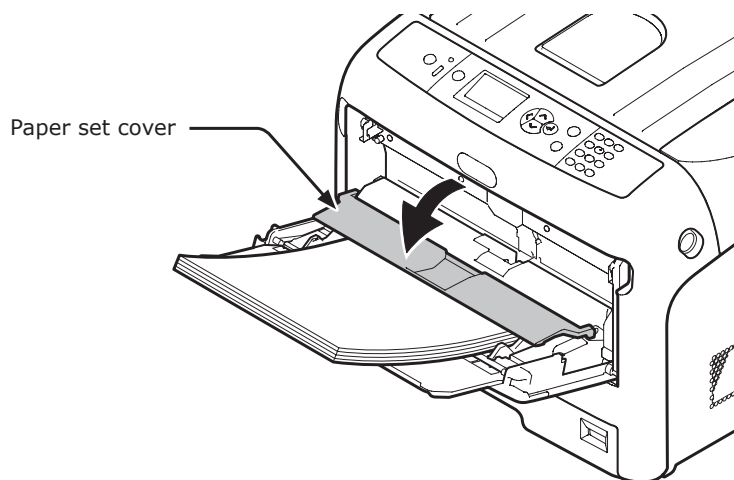
Error code	Message	<ATTENTION> indicator	Cause/Remedy
	File System is Full	Lights up	The file system is full.
	File System is Write Protected	Lights up	The file system to which you tried to write is write-protected.
330	Check Belt Unit Please see HELP for details	Blinks	The belt unit is not properly installed. Reinstall it properly.
	Deleting Encrypted Job	Lights up	Deleting an encrypted job.
	Print Restricted. Job Rejected Press ONLINE Button	Lights up	A print job sent by a user who is not authorized for printing is deleted.
	Color Restricted. Job Rejected Press ONLINE Button	Lights up	A color print job sent by a user who is not authorized for color printing is deleted.
	Color Restricted. Mono Printed Press ONLINE Button	Lights up	A color print job sent by a user who is not authorized for color printing is printed in the mono-print mode.
	Erased Data Full	Lights up	Secret file to be erased are full.
491 492	Install Paper %TRAY% %MEDIA_SIZE% Please see HELP for details	Blinks	The indicated tray is empty. Load the indicated size paper. 491 : Tray1 492 : Tray2
	File Erasing	Lights up	Erasing a secret file.
	Error Postscript	Blinks	A postscript error has occurred.
490	Install Paper MPTray %MEDIA_SIZE% Press ONLINE Button Please see HELP for details	Blinks	Paper in the MP tray is empty. Load the indicated size paper.
694 696 696 697	Image Drum Not Installed %COLOR% Please see HELP for details	Blinks	The image drum of the indicated color is not installed correctly. Install the image drum correctly. 694 : Yellow (Y) 695 : Magenta (M) 696 : Cyan (C) 697 : Black (K)
340 341 342 343	Check Image Drum %COLOR% Please see HELP for details	Blinks	The image drum of the indicated color is not installed correctly. Install the image drum correctly. 340 : Yellow (Y) 341 : Magenta (M) 342 : Cyan (C) 343 : Black (K)
nnn*	Wait a Moment Rebooting <n>	Blinks	An error has occurred inside the printer. The printer is restarted. 1-digit error code appears. A code number changes according to an error.
	%COLOR% Toner Sensor Error	Lights up	Something is wrong with the toner sensor of the indicated color or the image drum is not installed correctly. Install the toner cartridge or image drum of the indicated color correctly.
	%COLOR% Toner Not Installed	Lights up	The toner cartridge of the indicated color is not installed correctly. Install the toner cartridge correctly.
	%TRAY% Empty	Lights up	The indicated tray is empty. Load the indicated size paper.

Error code	Message	<ATTENTION> indicator	Cause/Remedy
	Unsupported USB Device Detected Please detach it	Lights up	A USB device unsupported by a printer is connected. Remove the device.
	Install Paper MPTray %MEDIA_SIZE% Press ONLINE Button	Blinks	Load the paper of the size indicated in the MP tray, and then press the <ON LINE> button.
	%COLOR% Waste Toner Full.Replace Toner.	Lights up	Waste toner is full. Replace with a new toner cartridge of the indicated color.
	Collate Fail:Too Many Pages Press ONLINE Button	Lights up	A collate print error has occurred. Reduce the data amount. If that does not work, reduce the size of the print data.
	File System Operation failed<nnn> Press ONLINE Button	Lights up	An error of file system for a printer has occurred.
	Power Off and Wait for a while 126:Condensing Error	Blinks	A condensation has occurred inside a printer. Turn the printer off and turn on again after a while.
	Invalid Secure Data Press ONLINE Button	Lights up	Invalid source data is received in an authentication printing and deleted.
	USB Hub Unsupported Please detach it	Lights up	A USB hub unsupported by a printer is connected. Remove the hub.
	Log Buffer is Full. Job Rejected Press ONLINE Button	Lights up	Print data is deleted because the accounting log buffer is full. Contact a printer administrator and remove the log buffer.
360	Install Duplex Unit Please see HELP for details	Blinks	A duplex unit is not installed correctly. Install a duplex unit in a printer correctly. When a duplex unit is already installed, pull out the unit, and then install it again.
nnn*	Service Call nnn: Error	Blinks	An error occurred inside the printer. Turn the printer off and then on again.
nnn*	Power Off/On nnn:Error PC:nnnnnnnn LR:nnnnnnnn FR:nnnnnnnn	Blinks	A fatal error has occurred in a printer. Write down the indicated alphanumerical characters and contact your dealer.

● When You Cannot Print from the MP Tray

If you print from the MP tray without moving down the paper set cover, the message **"Install Paper MPTray"** appears on the display screen.

Check the message and deal with the problem. Refer to ["How to Print from the MP Tray" P.60](#).



● Other Issues

This section explains the issues you may encounter while operating your printer and how to solve them.

Unable to Print from a Computer



- If the following information does not solve the issue, contact your dealer.
- For issues caused by an application, contact the manufacturer of the application.

General Causes

■ Common to Windows and Mac OS X

Cause	Remedy	Reference
The printer is in sleep mode.	Press the < POWER SAVE > button on the operator panel to enter the standby mode. If the sleep mode is not used, disable it from the < ENTER > button > [Admin Setup] > [Power Setup] > [Sleep] > [Disable].	page 22
The printer is turned off.	Turn on the printer.	page 21
An Ethernet or USB cable is unplugged.	Check that the cable is plugged into the printer and computer properly.	-
Something is wrong with a cable.	Replace it with a new cable.	-
The printer is off line.	Press the < ON LINE > button.	-
An error message is displayed on the display screen of the operator panel.	"Error Messages" or press the < HELP > button on the operator panel.	page 92
The interface setting is disabled.	Check the setting of the interface being used from the operator panel.	Advanced
Something is wrong with the print function.	Check if you can print the contents of the settings.	page 29

■ For Windows

Cause	Remedy	Reference
The printer is not set as the default printer.	Set the printer as the default printer.	-
The output port for the printer driver is incorrect.	Select the output port to which the Ethernet or USB cable is connected.	-
A print job from another interface is in progress.	Wait until the print job is done.	-
"Received invalid data" is displayed on the display screen and printing cannot be done.	Press the < ENTER > button and select [Menus] > [System Adjust] > [Wait Timeout], and then select a longer time. The default setting is 40 seconds.	-
A print job is automatically canceled.	If using Print Job Accounting, the print job is not authorized to print, or the Job Accounting log buffer may be full.	Advanced

Network Connection Problems

■ Common to Windows and Mac OS X

Cause	Remedy	Reference
Using a crossover cable.	Use a straight cable.	-
The printer is turned on before a cable was connected.	Connect cables before turning on the printer.	page 31
The hub and the printer are incompatible or have some problem.	Press the <ENTER> button and select [Admin Setup] > [Network Setup] > [HUB Link Setting], and then select [10Base-T Half].	-
It takes much time to print because of the hub settings	Press the <ENTER> button > [Admin Setup] > [Network Setup] > [TCP ACK] > [Tray2].	-

■ For Windows

Cause	Remedy	Reference
IP address is incorrect.	- Check that the same IP address is set for the printer and the printer's port setting on the computer. - If using LPR Utility, check the IP address setting in LPR Utility.	-

USB Connection Problems

■ Common to Windows and Mac OS X

Cause	Remedy	Reference
Unsupported USB cable is being used.	Use a USB 2.0 cable.	-
A USB hub is being used.	Connect the printer directly to the computer.	page 48
Printer driver is not installed correctly.	Reinstall printer driver.	page 48 , page 50

■ For Windows

Cause	Remedy	Reference
The printer is off line.	Right-click the OKI C822 icon, and then select [See what's printing] (> [OKI C822] when multiple printer drivers are installed). In the dialog box, select the [Printer] menu and then remove the check from [Use Printer Offline].	-
A switch, buffer, extension cable or USB hub is being used.	Connect the printer directly to the computer.	page 48
A driver for a different printer that uses a USB connection has been installed.	Delete the other printer driver from the computer.	-

Unable to Install a Printer Driver Successfully



- If the following information does not solve the issue, contact your dealer.
- For issues caused by an application, contact the manufacturer of the application.

USB Connection Problems

■ For Windows

Cause	Remedy	Reference
An icon of the printer is not created on the [Devices and Printers] folder.	The printer driver is not installed correctly. Reinstall the printer driver correctly.	page 48
Only the first printer driver is installed even if multiple printer drivers are selected to install.	Follow the procedure below to install the second and subsequent printer drivers: 1. Insert the "Software DVD-ROM" into the computer. 2. Click [Run setup.exe] and follow the on-screen instructions. 3. Select [Custom Installation (Printer)] from [Driver Installation]. 4. Click [Next]. 5. Select [Local Printer] and then click [Next]. 6. On the [Select printer port] screen, select [FILE] and then click [Next]. 7. Complete the setup following the on-screen instructions. 8. In the [Devices and Printers], right-click the icon of the second or subsequent driver and select [Printer properties] ([OKI C822] when multiple printer drivers are installed). 9. From the [Ports] tab, select [USBxxx] from the list. 10. Click [OK].	-
The " Unable to install printer driver " error message is displayed.	Use Plug-and-Play. Follow the procedure below. 1. Ensure that the printer and computer is turned off. 2. Connect a USB cable. 3. Turn on the printer. 4. Turn on the computer. 5. When the Found New Hardware Wizard is displayed, follow the on-screen instructions to complete the setup. For details, refer to [README.TXT] in the "Software DVD-ROM".	-

OS-Specific Constraints

Constraints with Windows 7/Windows Vista/Windows Server 2008 R2/Windows Server 2008

Item	Symptom	Cause/Remedy
Printer drivers	[Help] is not displayed.	The [Help] function is not supported on PS printer drivers.
	The [User Account Control] dialog appears.	When you launch an installer or utility, the [User Account Control] dialog may appear. Click [Yes] or [Continue] to run the installer or utility as an administrator. If you click [No], the installer or utility does not start.
Color Correct Utility	The [User Account Control] dialog appears.	When you launch an installer or utility, the [User Account Control] dialog may appear. Click [Yes] or [Continue] to run the installer or utility as an administrator. If you click [No], the installer or utility does not start.
	The [Program Capability Assistant] dialog appears.	If the [Program Capability Assistant] dialog appears after an installation (including if you stop an installation before it is completed), make sure to click [This program installed correctly].

Constraints with Windows Server 2003 Service Pack 1 and Windows XP Service Pack 2

■ Constraints with Windows Firewall

On Windows Server 2003 Service Pack 1 and Windows XP Service Pack 2, the Windows firewall functionality is enhanced. The following constraints may apply to printer drivers and utilities.



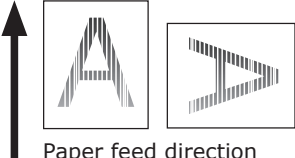
- The following procedures are explained using Windows XP Service Pack 2 as an example. The procedure and menu names may differ on Windows Server 2003 Service Pack 1.

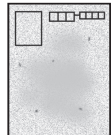
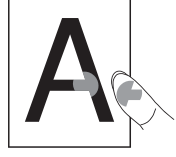
Item	Symptom	Cause/Remedy
Printer driver	You cannot print a file when using the printer as a shared printer on a network.	On the server, click [Start] and then select [Operator panel] > [Security Center] > [Windows Firewall]. Select the [Exceptions] tab and select the [File and Printer Sharing] check box. Click [OK].
LPR Utility	Unable to find a printer.	If the [Don't allow exceptions] check box is selected on the [General] tab of the Windows firewall, you cannot search for a printer in a segment that is connected to another router. Only printers within the same segment as the printer can be searched. When you cannot find a printer, specify the IP address of the printer in the [Add Printer] or [Confirm Connections] screen.
Configuration tool	Unable to find a printer.	If the [Don't allow exceptions] check box is selected on the [General] tab of Windows Firewall, you cannot search for a printer in a segment that is connected to another router. Only printers within the same segment as the printer can be searched. When you cannot find a printer, enter the printer name (arbitrary) and IP address in [Tool] > [Environment Settings] and click [Add].

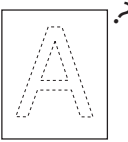
Image Quality Issues



- If the following information does not solve your issue, contact your dealer.

Symptom	Point to check	Remedy	Reference
Vertical lines appear.  Paper feed direction	The LED heads are dirty.	Wipe the LED heads with a soft tissue paper.	page 122
	The toner is low.	Replace the toner cartridge.	page 107
	The image drum is damaged.	Replace the image drum.	page 112
	Foreign materials may be present on the image drum.	Replace the image drum.	page 112
	The light-shielding film of the image drum is dirty.	Wipe the film with a soft tissue paper.	-
	The image drum is not installed properly.	Install the image drum properly.	page 112
Printed images are fading vertically.  Paper feed direction	The LED heads are dirty.	Wipe the LED heads with soft tissue paper.	page 122
	The toner is low.	Replace the toner cartridge.	page 107
	The paper is unsuitable.	Use supported paper.	page 53
Printed images are light. 	The toner save is enabled.	Change the toner save settings.	-
	The toner cartridge is not installed properly.	Install the toner cartridge properly.	page 107
	The toner is low.	Replace the toner cartridge.	page 107
	The paper is moist.	Use paper stored in proper temperature and humidity conditions.	page 53
	The paper is unsuitable.	Use supported paper.	page 53
	The paper is unsuitable. The settings of media type and weight are incorrect.	Press the <ENTER> button and select [Menus] > [Tray Configuration] > the paper tray configuration you are using, and then select the proper values for [Media Type] and [Media Weight]. Or, select a larger value for [Media Weight].	page 53
	The paper is recycled. The media weight setting is unsuitable.	Press the <ENTER> button and select [Menus] > [Tray Configuration] > the paper tray you are using, and then select a larger value for [Media Weight].	page 53
Printed images are partially faded. Spots and lines appear. 	The paper is too moist or dry.	Use paper stored in proper temperature and humidity conditions.	page 53
	[Paper Black Setting] or [Paper Color Setting] is improperly configured.	Press the <ENTER> button and select [Menus] > [System Adjust], and then change the value for [Paper Black Setting] or [Paper Color Setting].	-
	[Trans. Black Setting] or [Trans. Color Setting] is improperly configured.	Press the <ENTER> button and select [Menus] > [System Adjust], and then change the value for [Trans. Black Setting] or [Trans. Color Setting].	-

Symptom	Point to check	Remedy	Reference
Horizontal lines and spots appear periodically.  Paper feed direction	If the interval of lines or spots is about 94 mm (4 inches), the image drum (the green tube) is damaged or dirty.	Lightly wipe the image drum with soft tissue paper. Replace the image drum if it is damaged.	page 112
	If the interval of lines or spots is about 30 mm (1.5 inches), foreign materials may be present on the image drum.	Open and close the top cover, and print again.	-
	If the interval of lines or spots is about 143 mm, there is damage to the fuser unit.	Change the fuser unit.	page 118
	The image drum has been exposed to light.	Place the image drum back into the printer and leave it for a few hours. If that does not solve the problem, replace the image drum.	page 112
	The paper feed path is dirty.	Print a few test copies.	-
White area of paper is lightly stained. 	The paper contains static electricity.	Use paper stored in proper temperature and humidity conditions.	page 53
	The paper is too thick.	Use thinner paper.	-
	The toner is low.	Replace the toner cartridge.	page 107
Periphery of letters is smudged. 	The LED heads are dirty.	Wipe the LED heads with soft tissue paper.	page 122
	The paper is unsuitable.	Use recommended paper.	-
	The paper is moist.	Replace it with new paper.	page 53
The entire paper area is lightly stained when printing on envelopes or coated paper. 	The toner may be sticking to the whole area of the envelope or coated paper.	This is not a malfunction of the printer. Coated paper is not recommended.	-
Toner comes off when it is rubbed. 	The settings of media type and weight are incorrect.	Press the <ENTER> button and select [Menus] > [Tray Configuration] > the paper tray configuration you are using, and then select the proper values for [Media Type] and [Media Weight] . Or, select a heavier weight in [Media Weight] .	page 53
	The paper is recycled. The media weight setting is unsuitable.	Press the <ENTER> button and select [Menus] > [Tray Configuration] > the paper tray configuration you are using, and then select a heavier weight for [Media Weight] .	page 53
Glossiness is not uniform. 	The settings of media type and weight are incorrect.	Press the <ENTER> button and select [Menus] > [Tray Configuration] > the paper tray configuration you are using, and then select the proper values for [Media Type] and [Media Weight] . Or, select a heavier weight in [Media Weight] .	page 53

Symptom	Point to check	Remedy	Reference
Color of the printed image is not what you expect.	The toner is low.	Replace the toner cartridge.	page 107
	The setting of [Black Finish] is not suitable for the application.	On the printer driver, select [Composite Black (CMYK)] of [True Black (K)] for [Black Finish].	Advanced
	The color adjustment has been modified.	Do color matching from the printer driver.	Advanced
	The color balance is out of adjustment.	Press the <ENTER> button and select [Calibration], and then [Adjust Density].	Advanced
	Color registration is out of alignment.	Open and close the top cover. Or, press the <ENTER> button and select [Calibration], and then [Adjust Registration].	Advanced
Solid printing of CMY 100% is too light. 	[CMY100% Density] is set to [Disable].	Press the <ENTER> button and select [Admin Setup] > [Color Setup] > [CMY100% Density], and then select [Enable].	-
Dots appear. 	The paper is unsuitable.	Use supported paper.	page 53
	When the interval of the dots is about 94 mm (4 inches), the image drum (the green tube) is damaged or dirty.	Lightly wipe the image drum with a soft tissue paper. Replace the image drum when it is damaged.	page 112
Smears is printed. 	The paper is moist.	Replace it with new paper.	page 53
	The paper is unsuitable.	Use supported paper.	page 53
The background of a printed page is dark or dirty. 	The printer may be malfunctioning.	Contact your dealer.	Back cover
Nothing is printed. 	Two or more sheets of paper are fed simultaneously.	Fan the paper well and load it again.	page 58 , page 60
	The printer may be malfunctioning.	Contact your dealer.	-
Patches appear. 	The paper is moist.	Replace it with new paper.	page 53
	The paper is unsuitable.	Use supported paper.	page 53

Feeding Issues



- If the following information does not solve the issue, contact your dealer.

Symptom	Point to check	Remedy	Reference
• The paper often jams. • Multiple sheets are fed at once. • The paper is fed at an angle.	The printer is tilted.	Place the printer on a flat surface.	page 16
	The paper is too light or too heavy.	Use the appropriate paper for the printer.	page 53
	The paper is moist or has a static charge.	Use paper stored in proper temperature and humidity conditions.	page 53
	The paper is wrinkled, folded or curled.	Use appropriate paper for the printer. Fix the curled paper.	page 53
	Something is already printed on the back side of the paper.	With tray 1/2, you cannot use paper that has been printed. Load it on the MP tray for printing.	page 60
	The edges of the paper are not kept even.	Fan the paper and even up the edges.	page 58, page 60
	There is only one sheet of paper in the tray.	Load several sheets of paper.	page 58, page 60
	You have added more paper with paper already loaded in the tray.	Remove the already loaded paper, stack it onto the new paper, even up the edges and load the paper with the old paper on top.	page 58, page 60
	The paper is loaded at an angle.	For tray 1/2, adjust the paper width guide and stopper to the paper. For the MP tray, adjust the paper width guide to the paper.	page 58, page 60
	Envelopes are not correctly loaded.	Load envelopes correctly.	page 60
Paper does not feed into the printer.	The setting of [Paper Feeding Source] in the printer driver is not correctly specified.	Check the paper tray and select the correct tray in [Paper Feeding Source] in the printer driver.	-
	You have specified manual feeding on the printer driver.	In the printer driver, clear the [MPT is Manual feed] check box on [Paper feed options].	Advanced
The printer does not start processing even though you have removed the jammed paper.	-	Open and close the top cover.	-
The paper gets folded or wrinkled.	The paper is moist or has a static charge.	Use paper stored in proper temperature and humidity conditions.	page 53
	The paper is light.	Press the <ENTER> button and then select [Menus] > [Tray Configuration] > [(tray name) Config] > [Media Weight]. Then, specify a lighter weight.	page 53

Symptom	Point to check	Remedy	Reference
The paper twists around the rollers in the fuser unit.	The settings of media weight and type are incorrect.	Press the <ENTER> button and then select [Menus] > [Tray Configuration] > [(tray name) Config] > [Media Type]/ [Media Weight] . Then, specify the appropriate values. Or, specify a heavier weight in [Media Weight] .	page 53
	The paper is light.	Use heavier paper.	-
	There is an image or text on the leading edge of the paper.	Add a margin on the leading edge of the paper. For duplex printing, leave a margin in the leading and bottom edges.	-

Machine Issues

Symptom	Point to check	Remedy	Reference
You turned on the printer, but nothing displays on the screen.	The AC cord is unplugged.	Turn off the printer and then plug in the AC cord firmly.	-
	The power is out.	Check if the power is being supplied to the electric outlet.	-
The printer does not operate.	The AC cord is not firmly plugged in.	Plug in the AC cord firmly.	-
	The printer is turned off.	Turn on the printer.	page 21
	The printer turned off automatically by the auto power off function.	Disable the auto power off function.	page 74
	Printer does not answer.	Hold down the power switch for more than 5 seconds to turn off the printer forcibly.	-
The printer does not start printing.	An error is displayed on the panel.	Check the error code and follow the on-screen instructions.	page 92
	The Ethernet or USB cable is unplugged.	Plug in the Ethernet or USB cable firmly.	page 31 , page 48
	Something is wrong with the Ethernet or USB cable.	Use another Ethernet or USB cable.	-
	The printer does not support your Ethernet or USB cable.	- Use a USB 2.0 compatible cable. - Use an Ethernet 10BASE-T/100BASE-TX compatible cable.	-
	Something may be wrong with the printing function.	Press the <ENTER> button and select [Print Information] > [Configuration] and then print the contents of the settings to check the printing function.	page 29
	The interface is disabled.	Press the <ENTER> button and select [Admin Setup] > [Network Setup] and enable the interface you are using.	-
	The printer driver of the printer is not selected.	Set the printer driver of the printer as the default printer.	-
	The specified port of the printer driver is wrong.	Specify the port the Ethernet or USB cable is connected to.	-
The display screen is blank.	The printer is in the sleep mode.	Check if the <POWER SAVE> button lights up and press the <POWER SAVE> button to activate the printer.	page 22
Print data is not transmitted to the printer.	The Ethernet or USB cable is broken.	Connect a new cable.	-
	The time-out period set on the computer has passed.	Set a longer time-out period.	-

Symptom	Point to check	Remedy	Reference
There is an abnormal sound.	The printer is tilted.	Place the printer on a flat surface.	-
	There is a piece of paper or foreign object inside the printer.	Check the inside of the printer and remove any objects.	-
	The top cover is open.	Close the top cover.	-
There is a buzzing sound.	The printer is printing on the heavy or thin paper when the temperature inside is high.	This is not a malfunction. You can proceed with the operation.	-
It takes a while to start printing.	The printer is warming up from the power save or sleep mode.	Press the <ENTER> button and select [Admin Setup] > [Power Setup] > [Power Save]/[Sleep] and disable both modes.	page 22
	The printer may be cleaning the image drum.	Wait for a while.	-
	The printer is adjusting the temperature of the fuser unit.	Wait for a while.	-
	The printer is processing data from another interface.	Wait until the process finishes.	-
A print job has stopped in the middle of the printing process.	As a result of processing print jobs continuously for a long time, the inside the printer has become hot. The printer is cooling off.	Wait for a while. When the fuser unit becomes cooler, printing restarts automatically.	-
	As a result of processing print jobs continuously for a long time, the temperature in the printer inside has become too high. The printer is cooling off.	Wait for a while. When the printer becomes cooler, printing restarts automatically.	-
	When the print processing is overloaded by printing with the WSD port, a computer may stop sending.	Retry to send data on a computer. If the error is not resolved, use other network port.	-
Memory is insufficient.	A printer is short on memory because print data is too large.	Reduce print data with a printer driver.	Advanced
It takes a long time to finish printing.	The processing speed of the computer may be slowing down the print job.	Use a computer with faster processing speed.	-
	You have selected [High Quality (Multiple tones)] on the [Print Job Options] tab of the printer driver.	Select [Fine / Detail (600x1200)] or [Normal (600x600)] on the [Job Options] tab of the printer driver.	-
	The print data is complex.	Make the data simpler.	-
The printer driver is not correctly displayed on Mac OS X.	The printer driver may not be operating correctly.	Uninstall the printer driver and install it again.	Advanced
Paper is curled.	Thin paper is used.	Set an appropriate paper weight or select [High Humid Mode] .	Advanced
Paper is wet on the edge.	Wet paper is used.	Select [High Humid Mode] .	Advanced
The LED indicator in the power switch is blinking at high speed per about 0.3 seconds. 	The printer may be malfunctioning.	 Unplug the AC cord immediately.	-

4. Maintenance

This chapter explains how to replace consumables and maintenance units, clean the printer, and move or transport the printer.

● Replacing Consumables and Maintenance Units

This section explains how to replace consumable items.

 WARNING		
 Do not throw the toner or toner cartridge into the fire. Doing so may cause toner splashes leading to burns.	 Do not keep the toner cartridge in places close to the fire. It may catch the fire, which cause fire and burns.	 Do not vacuum spilled toner powder. If vacuuming, it may cause ignition due to the sparks from electric contacts. Toner spillage on the floor should be wiped off by wet clothes.

 CAUTION		
 There are high temperature parts in the device. Do not touch the periphery of the label "Caution High Temperature", which may cause burns.	 Keep the toner cartridge out of reach of young children. If young children swallow toner powder, follow the doctor's direction immediately.	 If toner powder is inhaled, gargle with large amounts of water and move the person to the open area for fresh air. Follow the doctor's direction if necessary.
 If the toner powder sticks to your skin like your hands, wash with soap.	 If the toner gets into the eyes, flush with plenty of water immediately. Follow the doctor's direction if necessary.	 If you swallow toner powder, take large amounts of water to weaken the toner. Follow the doctor's direction if necessary.
 When handling a paper jam, or replacing the toner cartridge, make sure not to get your cloth and hands dirty. When toner powder stains on your cloth, wash with cold water. If you wash with hot water, the toner may be soaked into the cloth; it may be difficult to clean.	 Do not disassemble the toner cartridge. Toner powder may fly upward, and you may inhale the toner powder or may get your cloth and hands dirty.	 Keep a used toner cartridge in a bag so that the toner powder can not fly upward.

Note

- Use only genuine OKI consumable items to ensure optimum quality.
- Service for problems due to use of consumable items other than genuine OKI consumables will incur fees even in the warranty period or the maintenance contract period.

Replacing Toner Cartridges

! Note

- Toner powder may spill if you remove a toner cartridge before the toner runs out.

Life Span of Toner Cartridge

When the “%**COLOR%** Toner Low” message (“%**COLOR%**” indicates C (cyan), M (magenta), Y (yellow) or K (black)) appears on the display screen, prepare a replacement toner cartridge. You can keep printing approximately 250 pages until the next message appears.

When the “%**COLOR%** Toner Empty” appears and printing is stopped, replace the toner cartridge.

Memo

- Even if the cyan (blue), magenta (red) or yellow toner cartridges run out, you can print in black and white by selecting [**Monochrome**] or [**Grayscale**]. However, please replace the toner cartridge quickly after it runs out, as not doing so may cause the image drum to be damaged.

The life expectancy of toner cartridges is as follows (for A4 simplex printing with default density, according to ISO/IEC 19798).

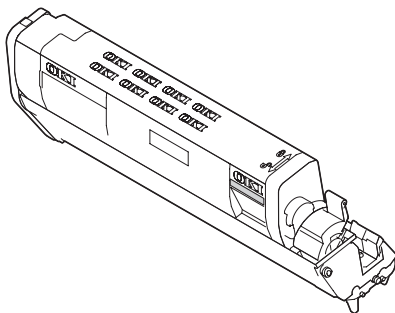
The starter toner cartridge is the toner cartridge that comes with the product at the time of purchase.

- When replacing a toner cartridge

Type	Number of printable pages	
Starter toner cartridge	C, M, Y, K	2500 pages
Toner cartridge	K	7300 pages
	C, M, Y	7000 pages

! Note

- The actual life of the toner cartridge differs depending on the usage.



! Note

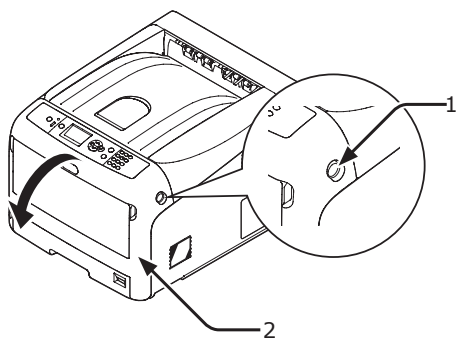
- Have a new print cartridge ready, as the print quality declines after more than one year following breaking the seal.
- If you replace the toner cartridge/image drum while it is being used, the amount of toner used will not be counted normally.
- By opening and closing the top cover after the message “**Color toner has run out**” is displayed, you are able to print approximately 100 copies of A4 size ISO test patterns (approximately 20 pages, five times). However further printing operations will not be possible after that. Please replace the toner cartridge as failure to do so may damage the image drum.

Procedure for Replacement (for K (black) Toner Cartridge)

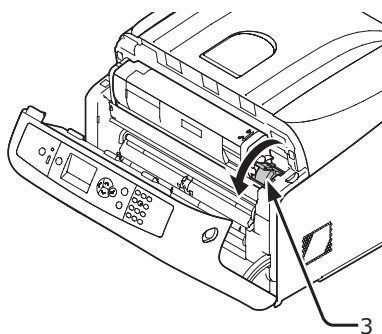


- When replacing the C, M, Y toner cartridges, refer to "Procedure for Replacement (for C (cyan), M (magenta), Y (yellow) Toner Cartridges)" P.110.

- 1 Prepare a new [K] toner cartridge.
- 2 Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.



- 3 Turn the blue lever (3) of the toner cartridge.



- 4 Lift the toner cartridge (4) from the right side, and remove it from the printer.

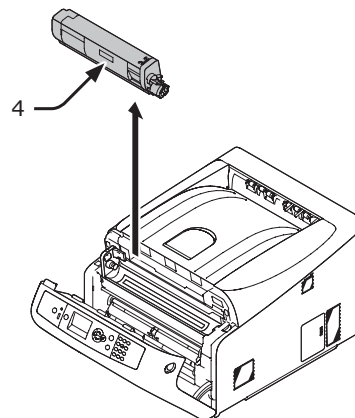


WARNING

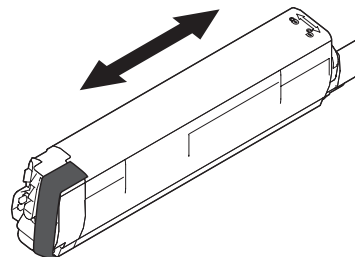
Possible to get burned.



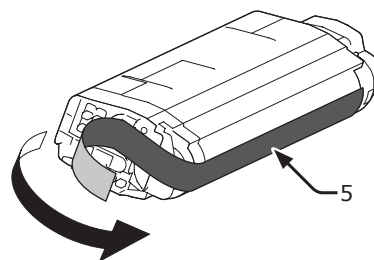
- Do not throw a used toner cartridge in the fire. They may explode, and the toner inside may fly off and cause getting burned.



- 5 Leaving the replacement toner cartridge in its bag, gently shake it up and down and side to side, and then unpack it.



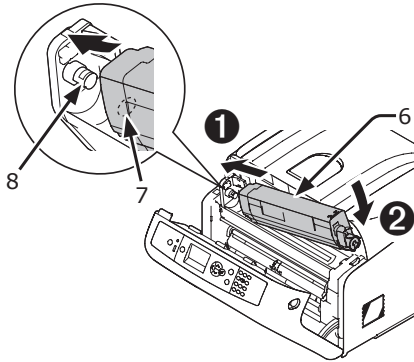
- 6 Remove the tape (5) from the toner cartridge.



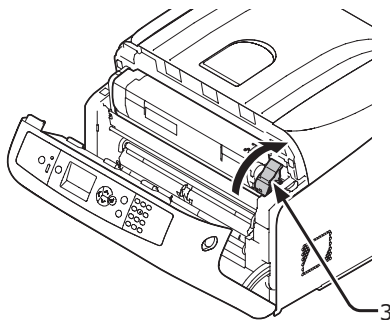
- 7** Insert a new toner cartridge (6) by aligning its left side indentation (7) with the protrusion (8) on the image drum so the toner cartridge and image drum [K] color label align. Then fix the right side firmly into place.

Note

- Do not insert a toner cartridge without removing the tape.



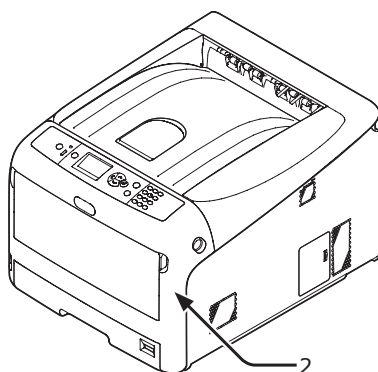
- 8** Turn the blue lever (3) of the toner cartridge in the direction of the arrow fully while pressing the top of the toner cartridge.



- 9** Close the front cover (2).

Note

- The front cover cannot be closed if the top cover is not closed securely.



- 10** Please recycle toner cartridges.

Memo

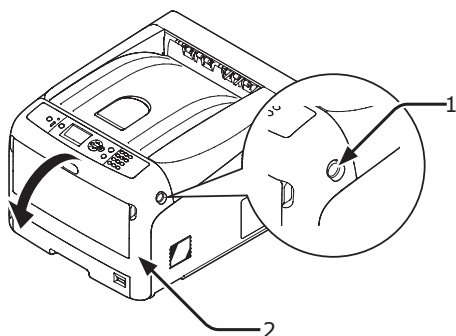
- If you must dispose of a toner cartridge, put it in a plastic bag or similar container and dispose of it in accordance with your municipality's ordinances or guidelines.

Procedure for Replacement (for C (cyan), M (magenta), Y (yellow) Toner Cartridges)

Memo

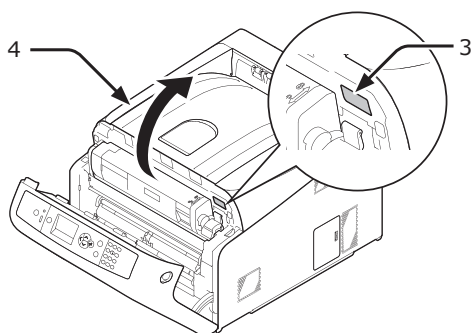
- When replacing the K toner cartridge, refer to "Procedure for Replacement (for K (black) Toner Cartridge)" P.108.

- 1 Prepare new toner cartridges.
- 2 Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.

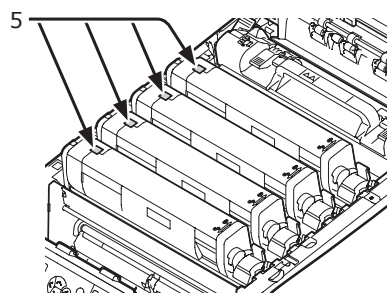


- 3 Press the top cover open button (3) and open the top cover (4).

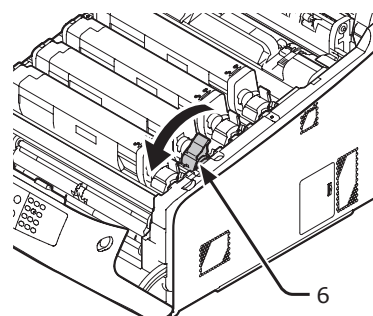
	CAUTION	Possible to get burned.	
The fuser unit is extremely hot. Do not touch it.			



- 4 Identify an empty toner cartridge by its label color (5).

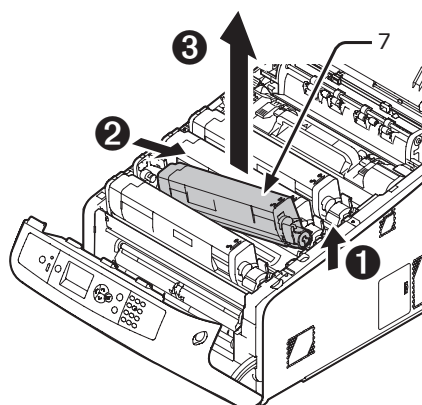


- 5 Slide the right blue lever (6) of the toner cartridge while pressing the top of the cartridge to unlock.

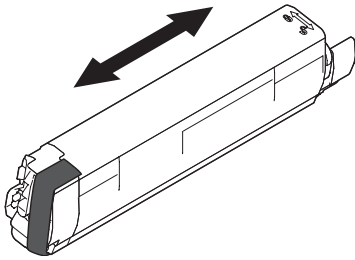


- 6 Lift the toner cartridge (7) from right side, and remove it from the printer.

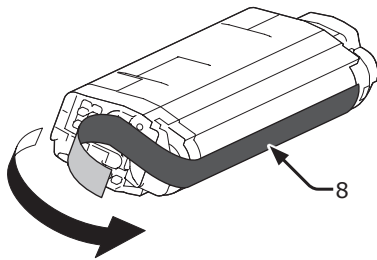
	WARNING	Possible to get burned.	
Do not throw a used toner cartridge in the fire. They may explode, and the toner inside may fly off and cause getting burned.			



- 7** Unpack the replacement toner cartridge, and gently shake it up and down and side to side.



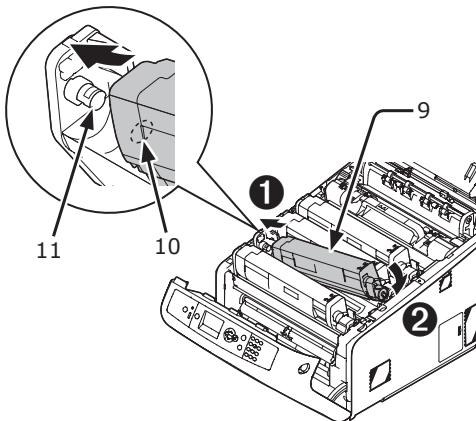
- 8** Remove the tape (8) from the toner cartridge..



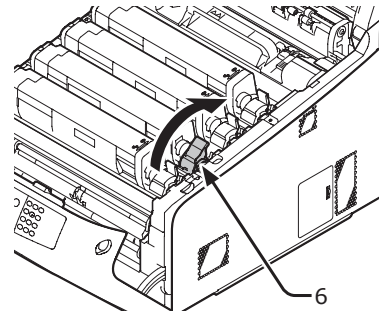
- 9** Insert a new toner cartridge (9) by aligning its left side indentation (10) with the protrusion (11) on the image drum so the toner cartridge and image drum color labels align. Then fix the right side firmly into place.

Note

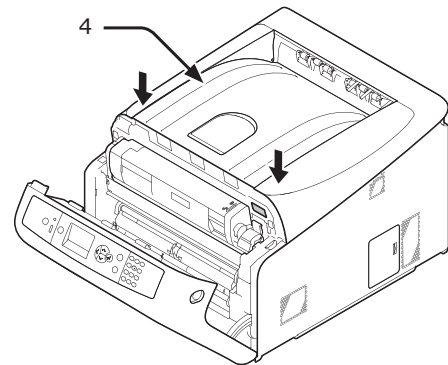
- Do not insert a toner cartridge without removing the tape.



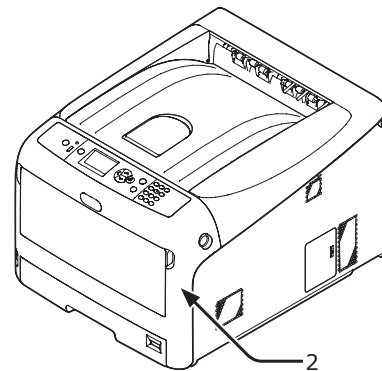
- 10** Turn the blue lever (6) of the toner cartridge in the direction of the arrow fully while pressing the top of the toner cartridge.



- 11** Close the top cover (4) by pushing the both sides of the cover firmly.



- 12** Close the front cover (2).



Note

- The front cover cannot be closed if the top cover is not closed securely.

- 13** Please recycle toner cartridges.

Memo

- If you must dispose of a toner cartridge, put it in a plastic bag or similar container and dispose of it in accordance with your municipality's ordinances or guidelines.

Replacing the Image Drum

Life Span of Image Drum

When the “%COLOR% Image Drum Near Life” message appears on the display screen, prepare a replacement image drum. If you continue printing, the message “%COLOR% Image Drum Life” will be displayed and printing will stop.

A guideline for replacing the image drum is every 30,000 pages or so for A4 sized paper (with single-sided printing). However, this number of pages is for common printing conditions (3 pages at a time). Printing one page at a time reduces the drum life by about half.

The actual number of printed pages may be halved again relative to the above guideline, depending on the printing conditions.

If you continue to print more than the above, the printer will force the printing to stop.

! Note

- The actual number of pages you can print with the image drum depends on how you use it. The above guideline may be reduced by more than half, depending on the conditions of printing.
- Though opening and closing the top cover may extend the life of a image drum for a while, it is recommended to replace it soon after the “Install New image drum” is displayed.
- The print quality may deteriorate after the toner cartridge has been unpacked for a year. Replace it with a new one.
- When the <ENTER> button > [Admin Setup] > [System Setup] > [Near Life Status] is set to [Disable], the “%COLOR% Image Drum Near Life” message does not appear.

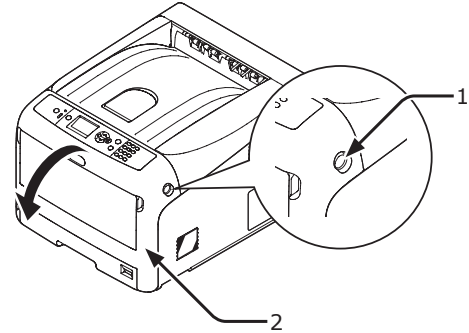
Procedure for Replacement

! Note

- If you use a new image drum with the toner cartridges currently in use, the remaining amount indication of the toner cartridges will not display correctly. The messages “%COLOR% Image Drum Near Life” or “%COLOR% Image Drum Life” may also be displayed soon after replacement.
- The image drum (the green tube) is very delicate. Handle it carefully.
- Do not expose the image drum to direct sunlight or very bright interior light (approximately more than 1500 lux). Even under the normal interior light, do not leave it for more than 5 minutes.
- In order for the printer to exhibit its full performance, please use genuine OKI consumables.
- Service for problems due to use of consumable items other than genuine OKI consumables will incur fees even in the warranty period or the maintenance contract period. (Use of consumable items other than genuine OKI consumables does not always cause problems, but please exhibit caution when using those.)

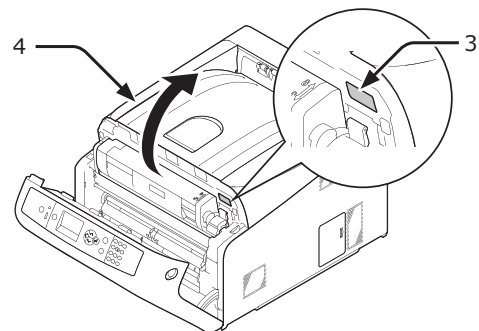
- There is one toner cartridge for each color on the image drum.

- 1 Prepare a new image drum.
- 2 Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.

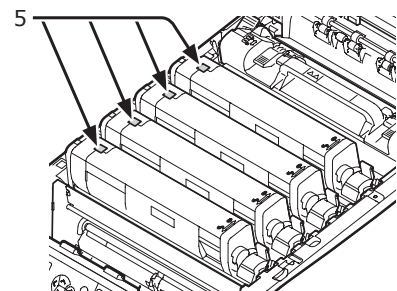


- 3 Press the top cover open button (3) and open the top cover (4).

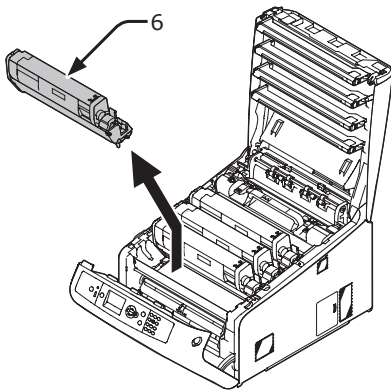
 CAUTION	Possible to get burned.	
• The fuser unit is extremely hot. Do not touch it.		



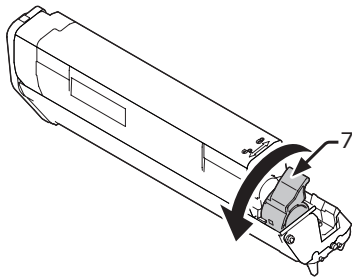
- 4 Identify an empty toner cartridge by its label color (5).



- 5** Remove the image drum (6) from the printer in the direction of the arrow and place the image drum on a flat surface.

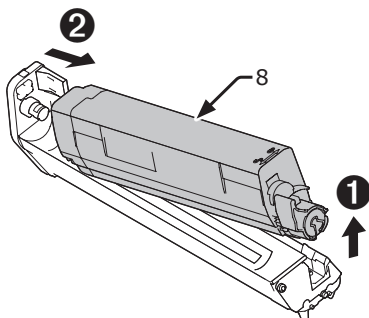


- 6** Turn the right blue lever (7) of the toner cartridge forward while pressing the top of the toner cartridge to unlock.

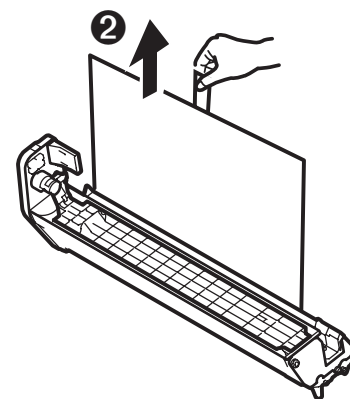
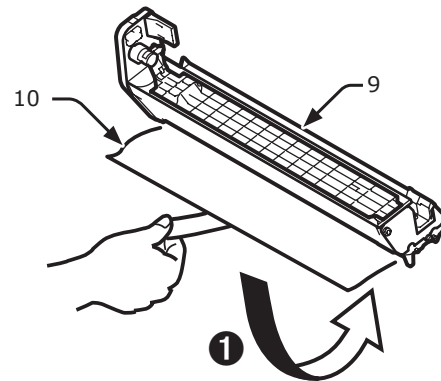


- 7** Lift the toner cartridge (8) from the right side, and remove it from the image drum.

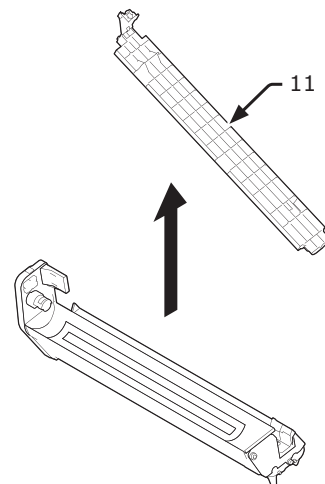
WARNING	Possible to get burned.	
Do not throw a used image drum and toner cartridge in the fire. They may explode, and the toner inside may fly off and cause getting burned.		



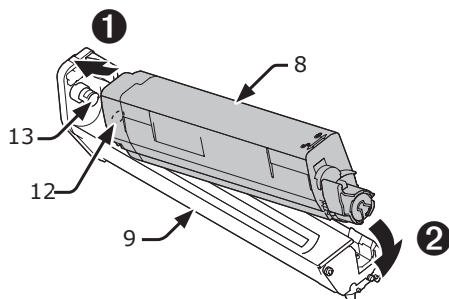
- 8** Place a new image drum (9) on a flat surface covered with a newspaper etc., and remove the protective sheet (10).



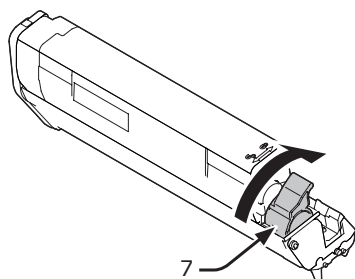
- 9** Remove the toner cover (11).



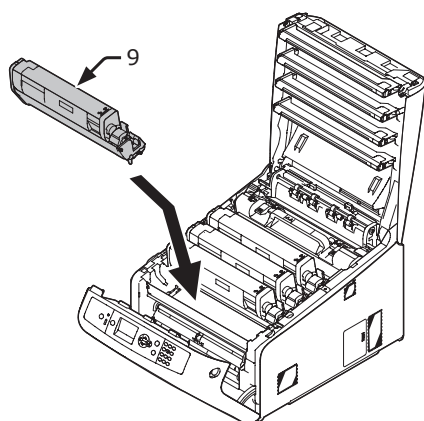
- 10** Insert the toner cartridge (8) taken out in step 7 to the image drum (9) by aligning its left side indentation (12) with the protrusion (13) on the image drum, and then fix the right side firmly into place.



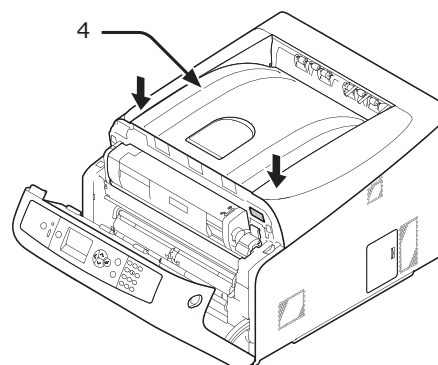
- 11** Turn the blue lever (7) of the toner cartridge in the direction of the arrow fully while pressing the top of the toner cartridge.



- 12** Check a label color of a new image drum (9) and place the drum into a printer.



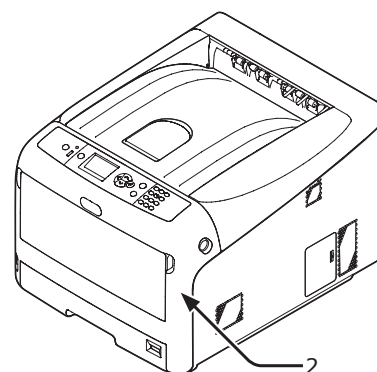
- 13** Close the top cover (4) by pushing the both sides of the cover firmly.



- 14** Close the front cover (2).

Note

- The front cover cannot be closed if the top cover is not closed securely.

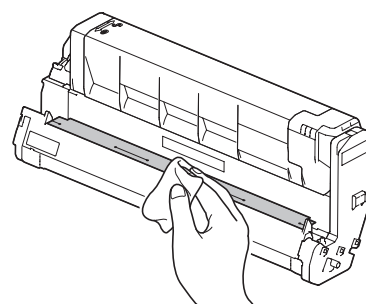


- 15** Please recycle image drums.

Memo

- If you must dispose of an image drum, put it in a plastic bag or similar container and dispose of it in accordance with your municipality's ordinances or guidelines.
- If the light-shielding film of the image drum becomes dirty, wipe the film by following the procedures below.

- Open the front cover.
- Open the top cover.
- Remove the image drum.
- Wipe the light-shielding film with soft tissue paper.



- (5) Put the image drum back to the printer.
- (6) Close the top cover by pushing the both sides of the cover firmly.
- (7) Close the front cover.

Replacing the Belt Unit

Life Span of Belt Unit

When the **"Belt Unit Near Life"** message appears on the display screen, prepare a replacement belt unit. You can keep printing approximately 1000 pages until the next message appears.

When the **"Change Belt Unit"** message appears, replace the belt unit.

The life expectancy of the belt unit is approximately 80,000 pages for A4 simplex printing (three pages per job).

! Note

- The actual number of pages you can print with the belt unit depends on how you use it.

! Note

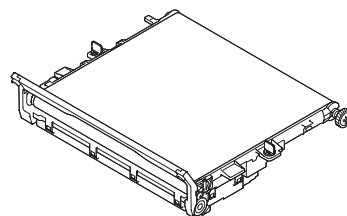
- Though opening and closing the top cover may extend the life of the belt unit somewhat, you should replace it soon after the **"Change Belt Unit"** is displayed to prevent malfunction.
- If you replace the belt unit, use it until the end of its useable life. If you remove the belt unit and install and use another one before its usable life has expired, the use life will not be correctly displayed.
- When the <ENTER> button > [Admin Setup] > [System Setup] > [Near Life Status] is set to [Disable], the [Belt Unit Near Life] message does not appear.

Procedure for Replacement

! Note

- The image drum (the green tube) is very delicate. Handle it carefully.
- Do not expose the image drum to direct sunlight or very bright interior light (approximately more than 1500 lux). Even under the normal interior light, do not leave it for more than 5 minutes.

- 1 Prepare a replacement belt unit.

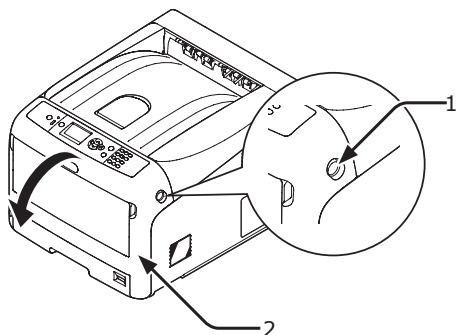


- 2 Turn off your printer by pressing the power switch.

Reference

- "Turning Off the Power" P.22

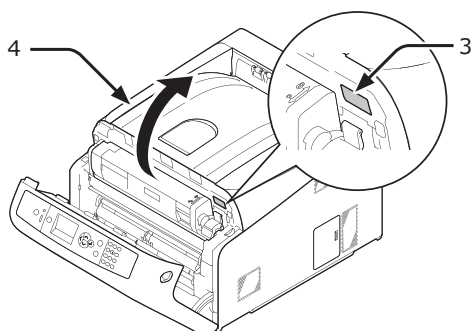
- 3** Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.



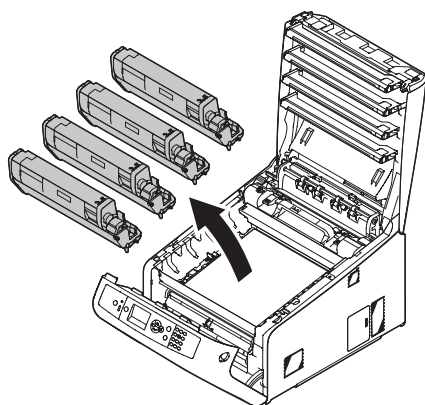
- 4** Press the top cover open button (3) and open the top cover (4).


CAUTION
Possible to get burned.

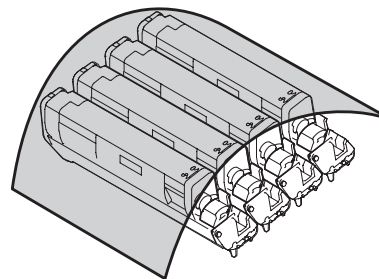

- The fuser unit is extremely hot. Do not touch it.



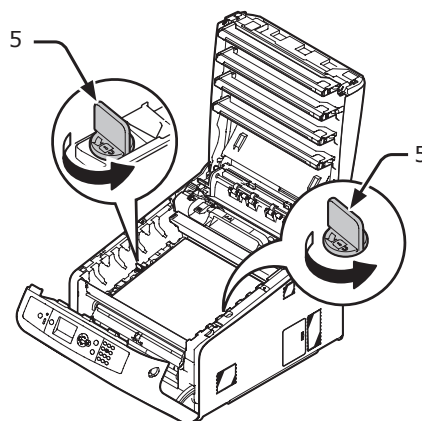
- 5** Take all the four image drums out of a printer, and then place them on a flat surface.



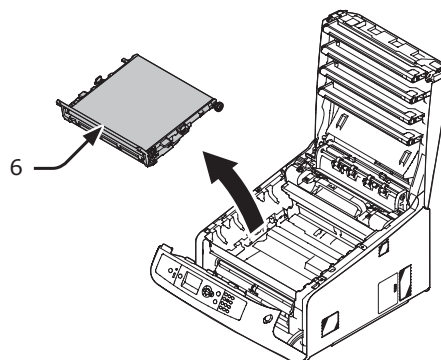
- 6** Cover the image drums you took out with paper so that the image drums do not expose to the light.



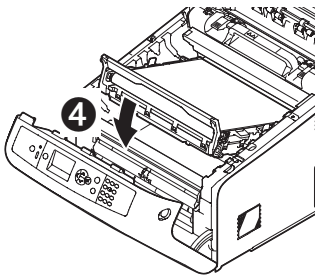
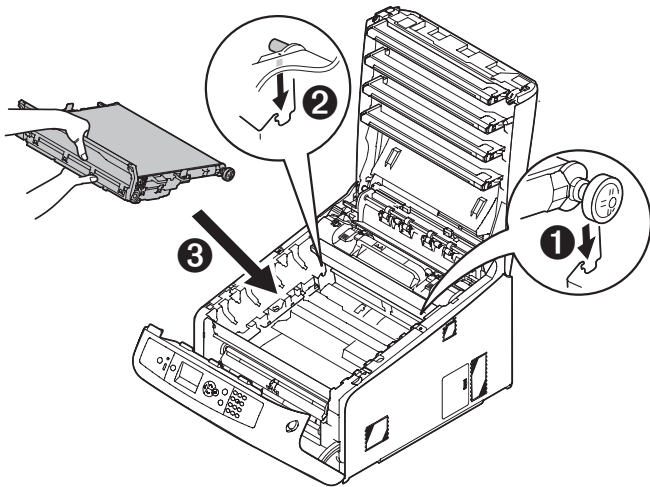
- 7** Turn the blue locks (5) on each side of the belt unit in direction of the arrow to unlock.



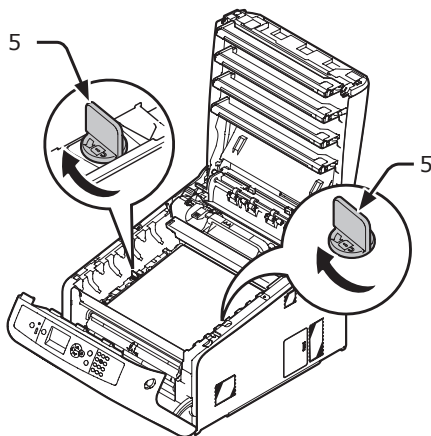
- 8** Remove the belt unit by holding the blue lever (6).



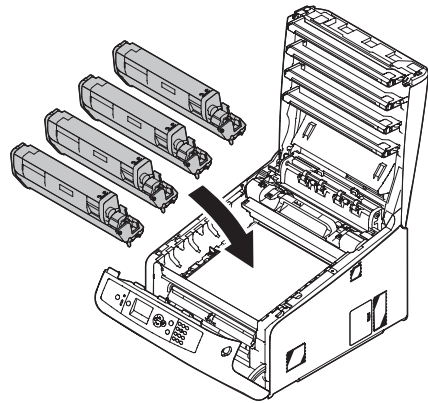
- 9** Hold the handle of a new belt unit with one hand and support lower part with other hand. Place the belt unit into the printer.



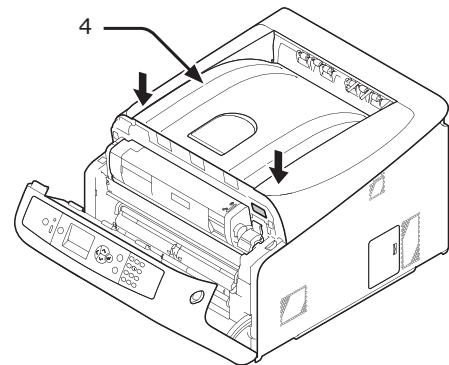
- 10** Turn the blue locks (5) on each side of the belt unit in direction of the arrow.



- 11** Return all the four image drums to the printer.



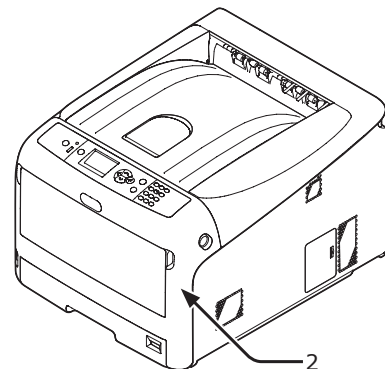
- 12** Close the top cover (4) by pushing the both sides of the cover firmly.



- 13** Close the front cover (2).

Note

- The front cover cannot be closed if the top cover is not closed securely.



- 14** Please recycle belt unit.

Memo

- If you must dispose of a belt unit, put it in a plastic bag or similar container and dispose of it in accordance with your municipality's ordinances or guidelines.

Replacing the Fuser Unit

Life Span of Fuser Unit

When the “**Fuser Unit Near Life**” message appears on the display screen, prepare a replacement fuser unit. You can keep printing approximately 1250 pages until the next message appears.

When the “**Change Fuser Unit**” message appears, replace the fuser unit.

The life expectancy of the fuser unit is up to 100,000 pages for A4 simplex printing.

! Note

- The actual number of pages you can print with the fuser unit depends on how you use it.

! Note

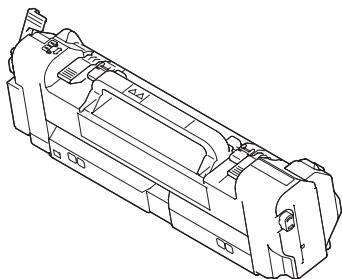
- Though opening and closing the top cover may extend the life of the fuser unit somewhat, you should replace it soon after “**Change Fuser Unit**” is displayed to prevent malfunction.
- If you replace the fuser unit, use it until the end of its useable life. If you remove the fuser unit and install and use another one before its usable life has expired, the use life will not be correctly displayed.
- When the <ENTER> button > [Admin Setup] > [System Setup] > [Near Life Status] is set to [Disable], the [Fuser Unit Near Life] message does not appear.

Replacement Procedure

! Note

- Do not expose the image drum to direct sunlight or very bright interior light (approximately more than 1500 lux). Even under the normal interior light, do not leave it for more than 5 minutes.

1 Prepare a new fuser unit.

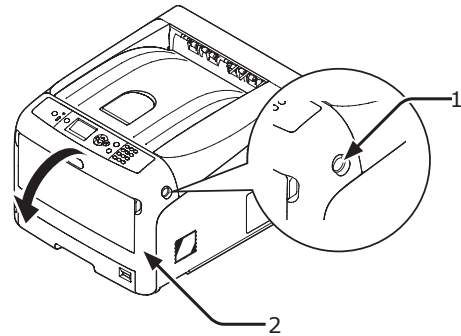


2 Turn off your printer by pressing the power switch.

Reference

- “Turning Off the Power” P.22

- 3 Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.



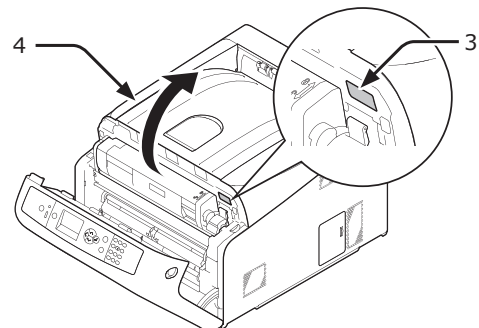
- 4 Press the top cover open button (3) and open the top cover (4).

CAUTION

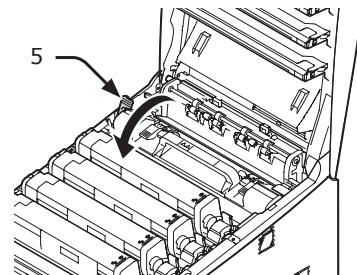
Possible to get burned.



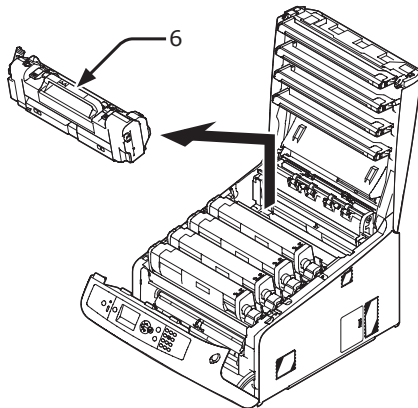
- Since the fuser unit gets hot, carry out the operation carefully, and when lifting it up you must hold it by the handle. Do not try to hold it whilst it is hot. Wait until it has cooled down and then carry out the operation.



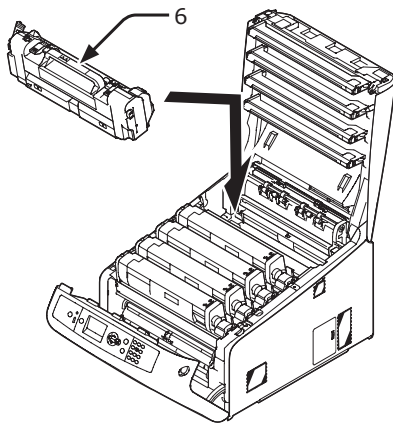
- 5 Pull forward the left locking lever (5) of the fuser unit to unlock.



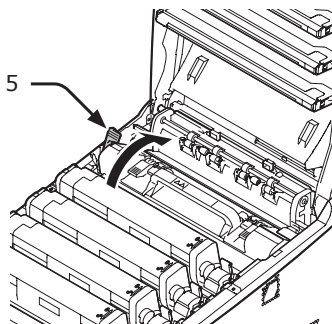
- 6** Hold the fuser unit handle (6) and lift the fuser unit out of the printer.



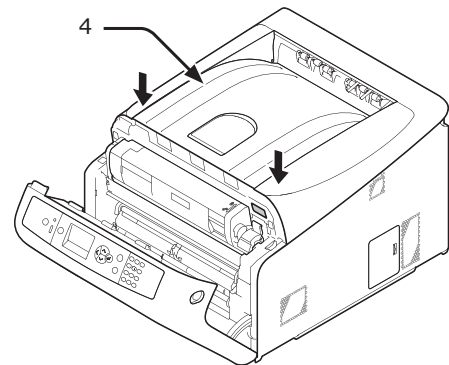
- 7** Hold the fuser unit handle (6) and place the fuser unit into the printer.



- 8** Push back the left locking lever (5) of the fuser unit to lock.



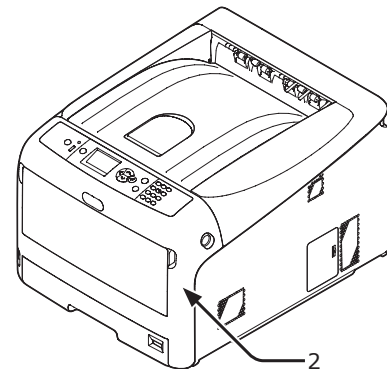
- 9** Close the top cover (4) by pushing the both sides of the cover firmly.



- 10** Close the front cover (2).

Note

- The front cover cannot be closed if the top cover is not closed securely.



- 11** Please recycle fuser unit.

Memo

- If you must dispose of a fuser unit, put it in a plastic bag or similar container and dispose of it in accordance with your municipality's ordinances or guidelines.

● Cleaning

This section explains how to clean each part of your printer.

Cleaning the Surface of the Printer

! Note

- Do not use benzine, thinners, or alcohol as a cleaning agent. They may damage the plastic parts of the printer.
- Do not lubricate your printer with oil.

- 1 Turn off your printer by pressing the power switch.

Reference

- "Turning Off the Power" P.22

- 2 Wipe the surface of the printer with a soft cloth lightly moistened with water or neutral detergent.
- 3 Dry the surface of the printer with a dry soft cloth.

Cleaning Paper Feed Rollers

Clean the paper feed rollers if paper jams occur frequently.

! Note

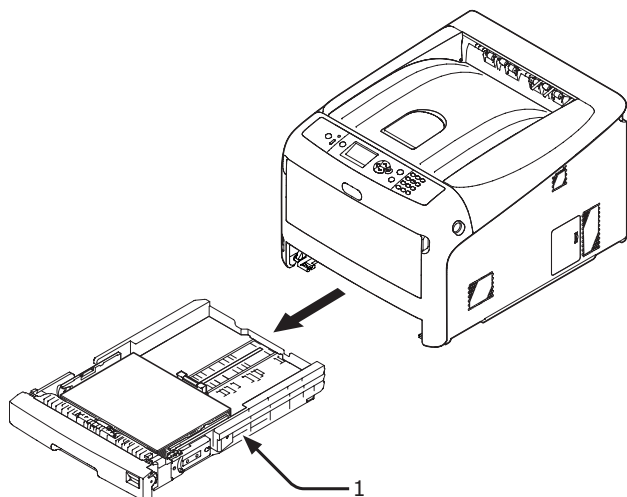
- You should replace the paper feed rollers if paper jams keep occurring even after cleaning the paper feed rollers.

For Tray 1/2

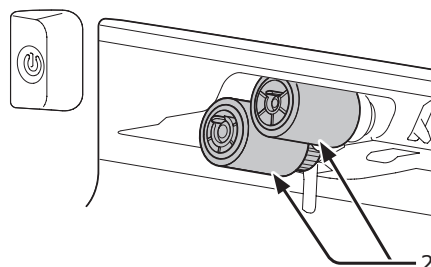
Memo

- This procedure images use tray 1 as an example, but the same procedure applies to tray 2.

- 1 Pull out the tray (1).

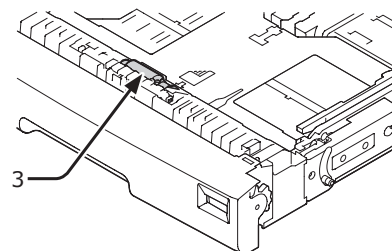


- 2 Wipe the two paper feed rollers (2) inside the printer with a wet cloth that has been wrung out well.



- 3 Remove paper loaded in the tray.

- 4 Wipe the paper feed roller (3) on the tray with a wet cloth that has been wrung out well.

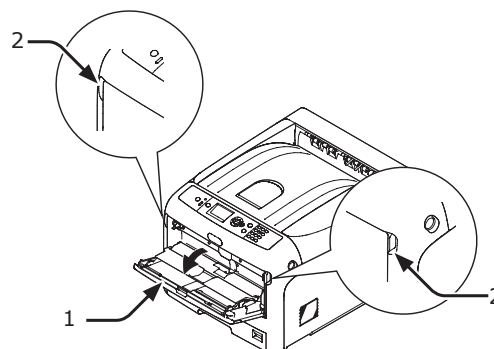


- 5 Load paper in the tray.

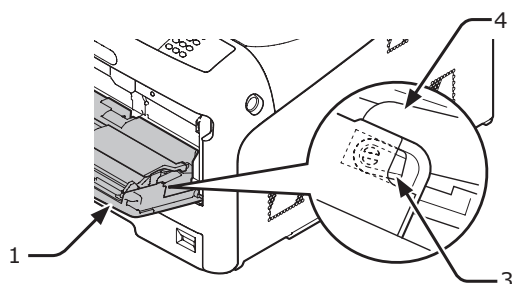
- 6 Push the tray back into the printer.

For MP Tray

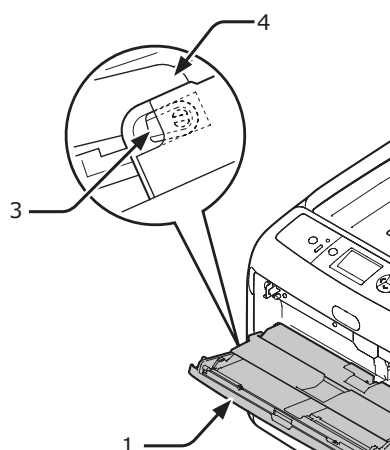
- 1 Open the MP tray (1) forward by inserting your fingers into the front recesses (2).



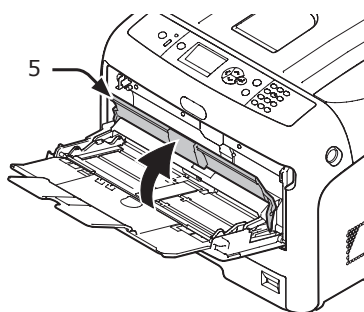
- 2** Release the tab (3) of the paper feed roller cover by pressing the right arm (4) inward while lifting up the MP tray (1) lightly.



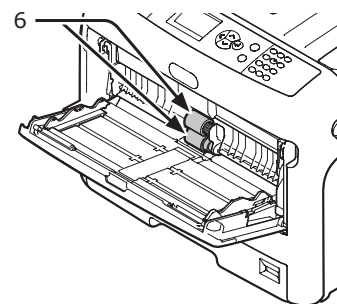
- 3** Also press the left arm (4) inward while lifting up the MP tray (1) lightly to release the tab (3) of the paper feed roller cover.



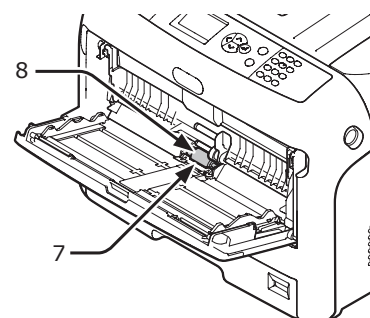
- 4** Open the paper set cover (5) until touching the printer.



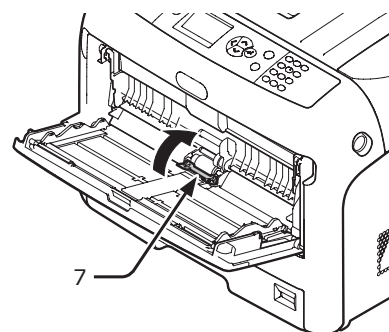
- 5** Wipe the two paper feed rollers (6) with a wet cloth that has been wrung out well.



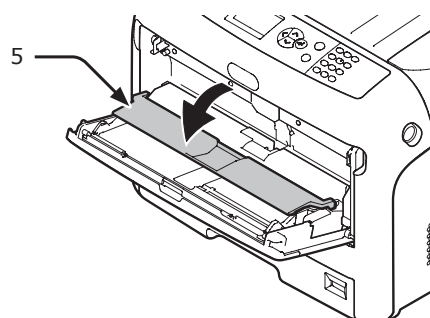
- 6** Open the separation roller cover (7) forward while pressing the center part of the MP tray. Wipe the two separation roller (8) with a wet cloth that has been wrung out well.



- 7** Close the separation roller cover (7).



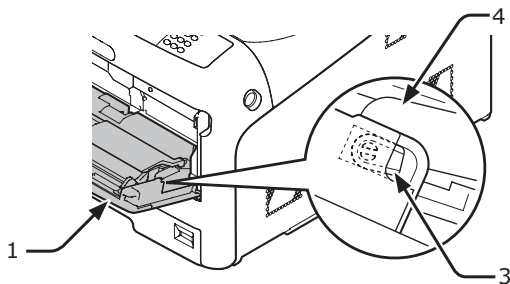
- 8** Lower the paper set cover (5).



- 9** Hook one tab (3) of the paper feed roller cover by pressing the right arm (4) inward while lifting up the MP tray (1) lightly.

! Note

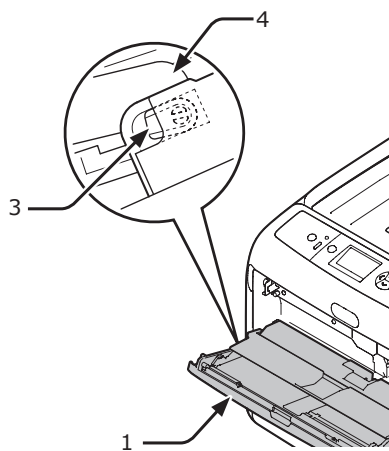
- If closing the MP tray without returning the tab to the correct position, the paper set cover may be broken. Be sure to return the tab to the original position.



- 10** Also hook the other tab (3) of the paper feed roller cover by pressing the left arm (4) inward while lifting up the MP tray (1) lightly.

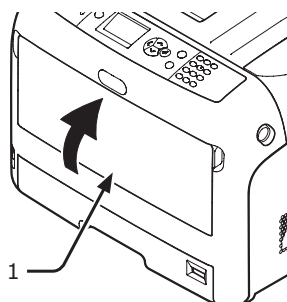
! Note

- If closing the MP tray without returning the tab to the correct position, the paper set cover may be broken. Be sure to return the tab to the original position.



- 11** Close the MP tray (1).

If the MP tray cannot be closed, return the paper set cover to the correct position by pressing the paper loading part on the MP tray downward.



Cleaning LED Heads

Clean the LED heads if vertical lines appear, images are fading vertically, or the periphery of letters is smudged in the printouts. Dirt on the LED heads may also cause paper jams.

! Note

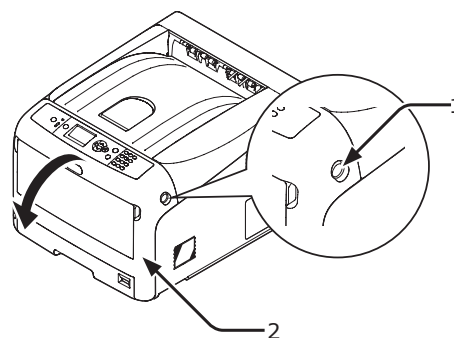
- Do not use methyl alcohol or thinners as a cleaning agent. They may damage the LED heads.
- Do not expose the image drum to direct sunlight or very bright interior light (approximately more than 1500 lux). Even under the normal interior light, do not leave it for more than 5 minutes.

- 1** Turn off your printer by pressing the power switch.

Reference

- "Turning Off the Power" P.22

- 2** Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.



- 3** Press the top cover open button (3) and open the top cover (4).

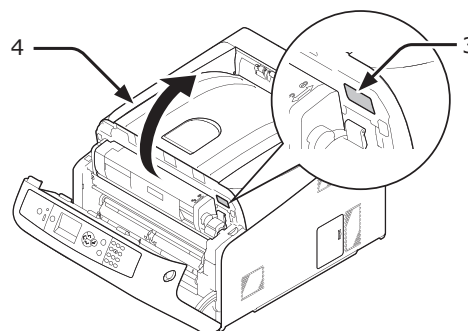


CAUTION

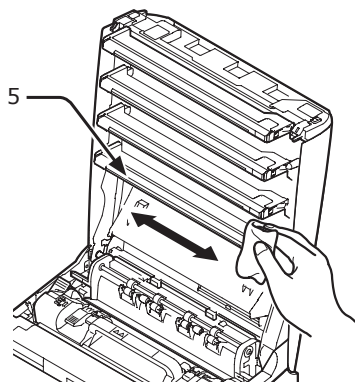
Possible to get burned.



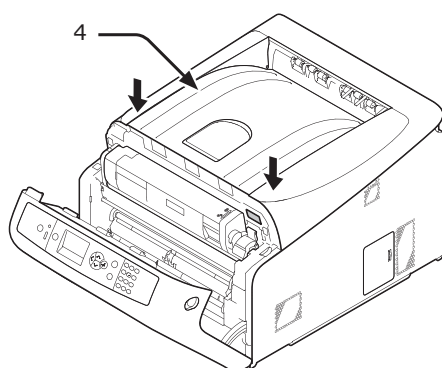
- The fuser unit is extremely hot. Do not touch it.



- 4 Lightly wipe the lenses (5) of the LED heads with soft tissue paper.



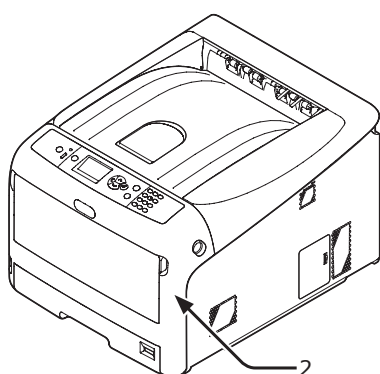
- 5 Close the top cover (4) by pushing the both sides of the cover firmly.



- 6 Close the front cover (2).

Note

- The front cover cannot be closed if the top cover is not closed securely.



Moving or Transporting Your Printer

This section explains how to move or transport your printer.

Moving Your Printer

 CAUTION	It may cause injury.	
• At least two people are needed to lift the printer safely because it weighs about 37 Kg or 40 Kg.		

- 4
4. Maintenance
- 1

Turn off your printer by pressing the power switch.

Reference

• "Turning Off the Power" P.22
- 2

Unplug all the cables.

• AC cord and ground wire

• Ethernet or USB cable
- 3

Remove any paper from the paper trays.
- 4

Lift your printer and move it to a new location.

Transporting Your Printer

 CAUTION	It may cause injury.	
• At least two people are needed to lift the printer safely because it weighs about 37 Kg or 40 Kg.		

 CAUTION	Possible to get burned.	
• The fuser unit is extremely hot. Do not touch it.		

- Note

• The image drum (the green tube) is very delicate. Handle it carefully.

• Do not expose the image drum to direct sunlight or very bright interior light (approximately more than 1500 lux). Even under the normal interior light, do not leave it for more than 5 minutes.

- 1

Turn off your printer by pressing the power switch.

Reference

• "Turning Off the Power" P.22

- 2

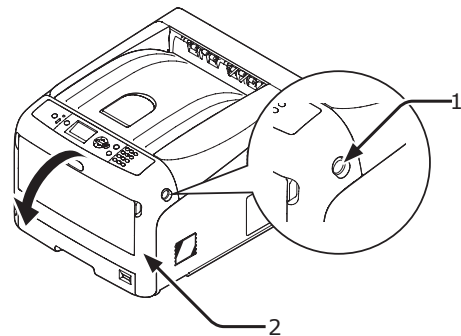
Unplug all the cables.

• AC cord and ground wire.

• Ethernet or USB cable.
- 3

Remove any paper from the paper trays.
- 4

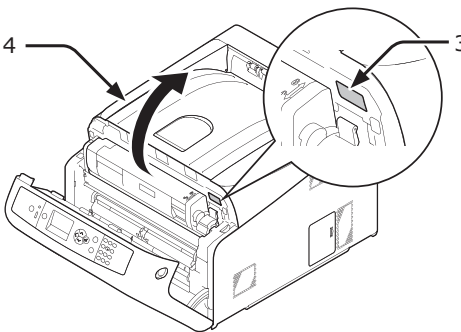
Insert your finger into the recess on the right side of the printer and pull the front cover open lever (1) to open the front cover (2) forward.



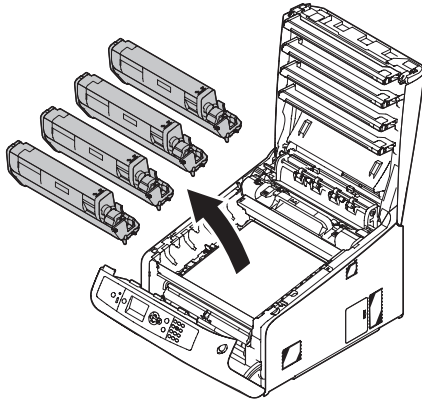
- 5

Press the top cover open button (3) and open the top cover (4).

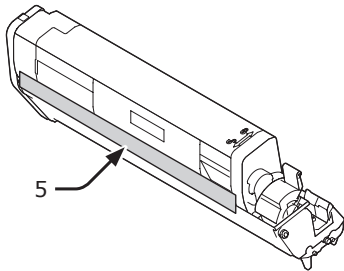
 CAUTION	Possible to get burned.	
• The fuser unit is extremely hot. Do not touch it.		



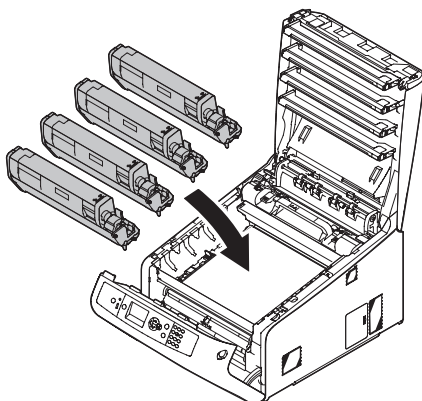
- 6** Hold the toner cartridges with both hands and remove them with the image drums. Remove all the toner cartridges and image drums, and place them on a flat surface.



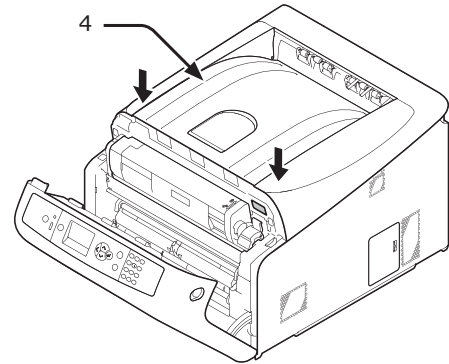
- 7** Secure each toner cartridge to each image drum with vinyl tape (5).



- 8** Return all the toner cartridges and image drums to the printer.



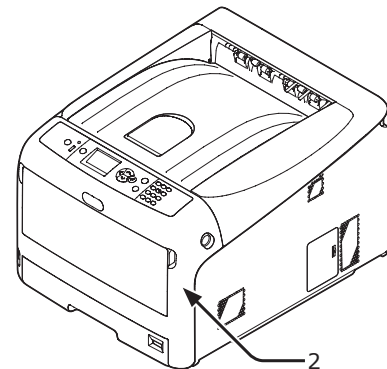
- 9** Close the top cover (4) by pushing the both sides of the cover firmly.



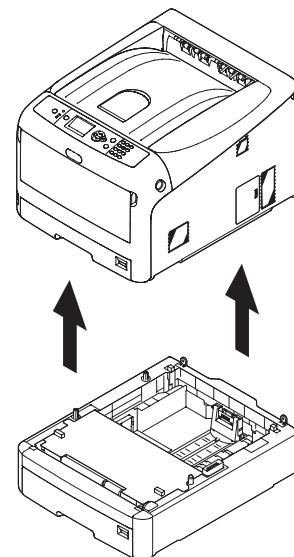
- 10** Close the front cover (2).

Note

- The front cover cannot be closed if the top cover is not closed securely.



- 11** Remove the optional additional tray unit from the main unit if it is installed.



- 12** Protect your printer with packing materials.

13 Lift your printer and put it in a box.

Note

- Use the packing materials attached to your printer when purchased.
- After transporting or when setting up again, remove the vinyl tape used to secure the image drum and toner cartridges

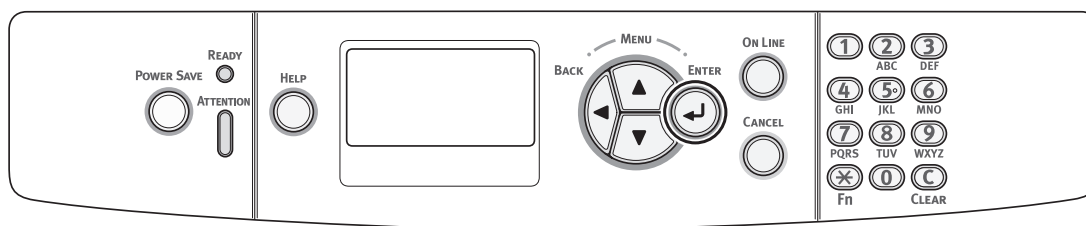
5. Appendix

This chapter explains the specifications of your printer.

● Menu List of the Operator Panel

Checking the Printer's Status with the Display Screen

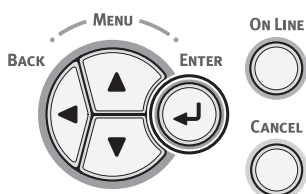
From the <ENTER> button on the operator panel, you can check the status of your printer.



Checking the Device Status

You can check the residual life of the consumables, counter information, network settings and system information on the display screen.

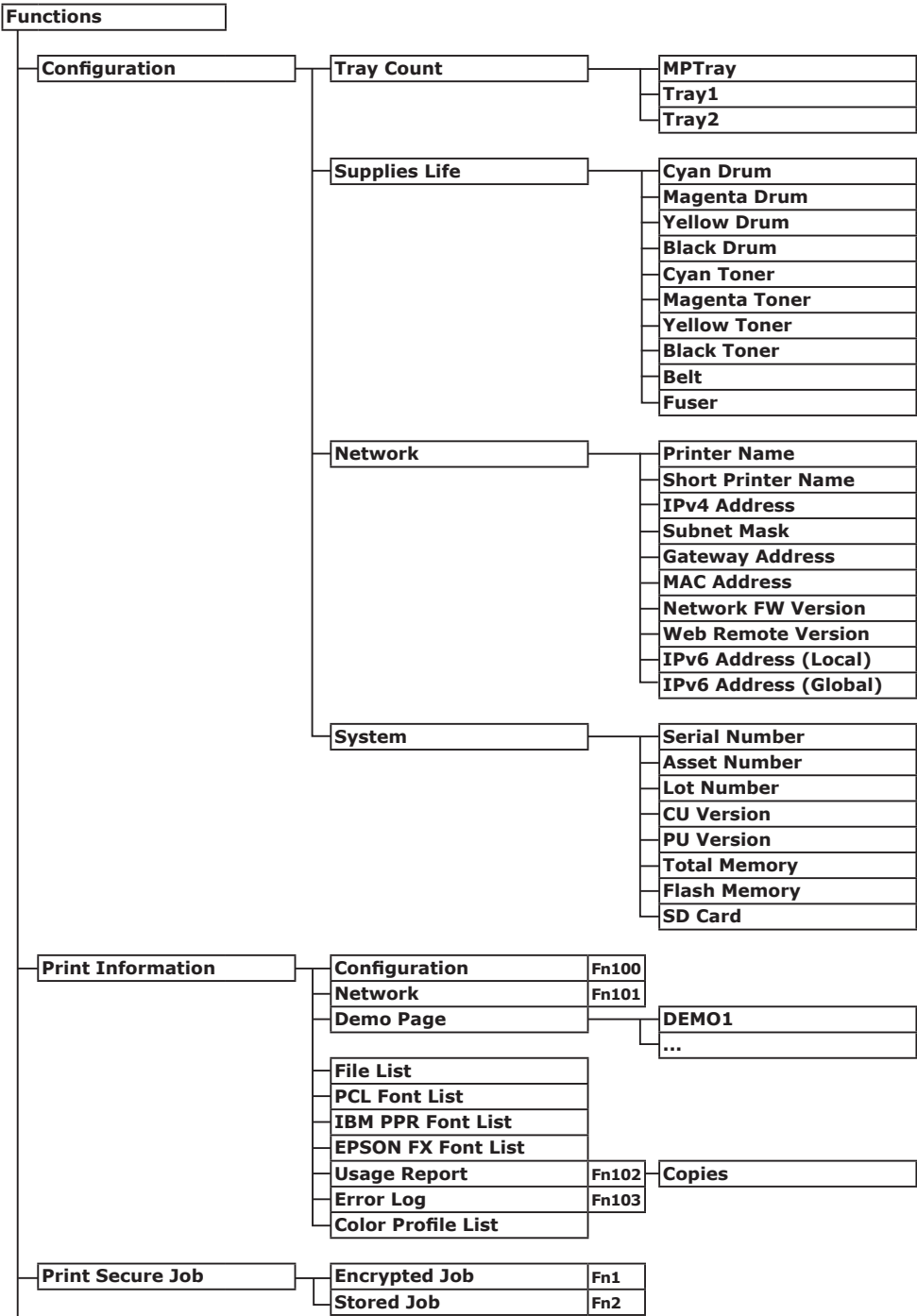
- 1 Press the <ENTER> button on the operator panel to open the status menu.



- 2 Press the scroll button ▼ to select the item you want to check and then press the <ENTER> button.

Menu List of the Operator Panel

The function number is described on the right of each item.



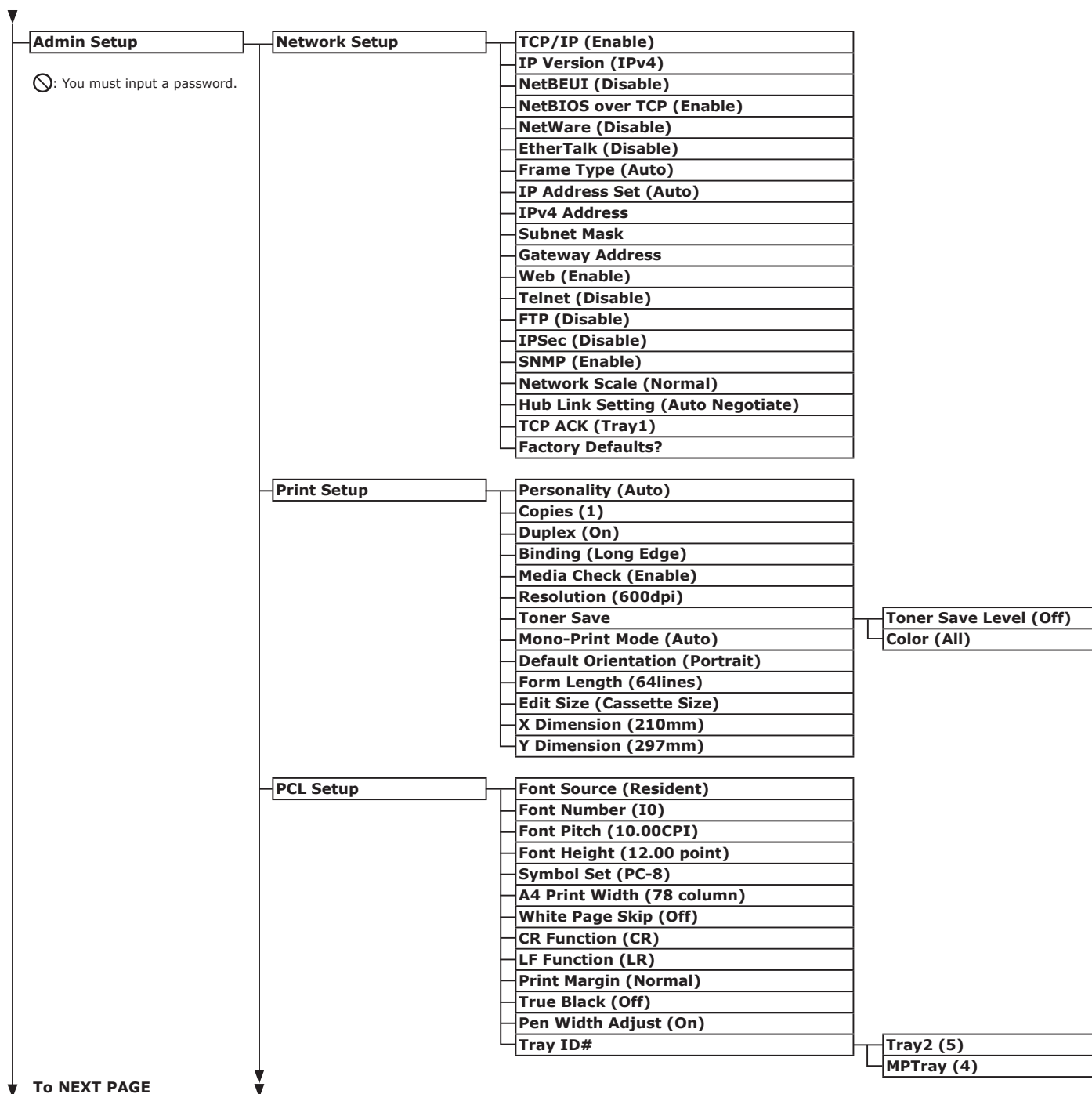
To NEXT PAGE



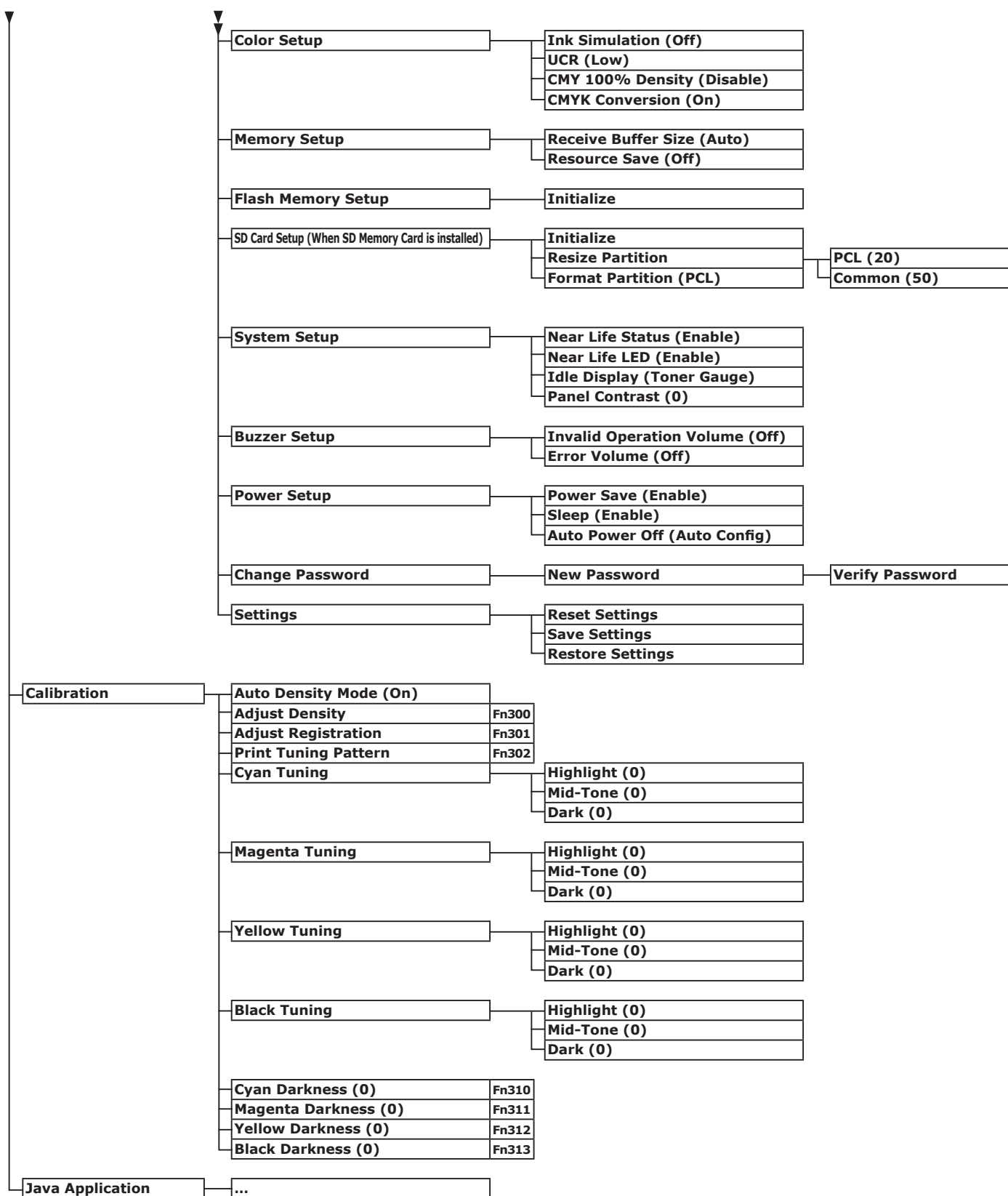
() indicates the factory default setting.

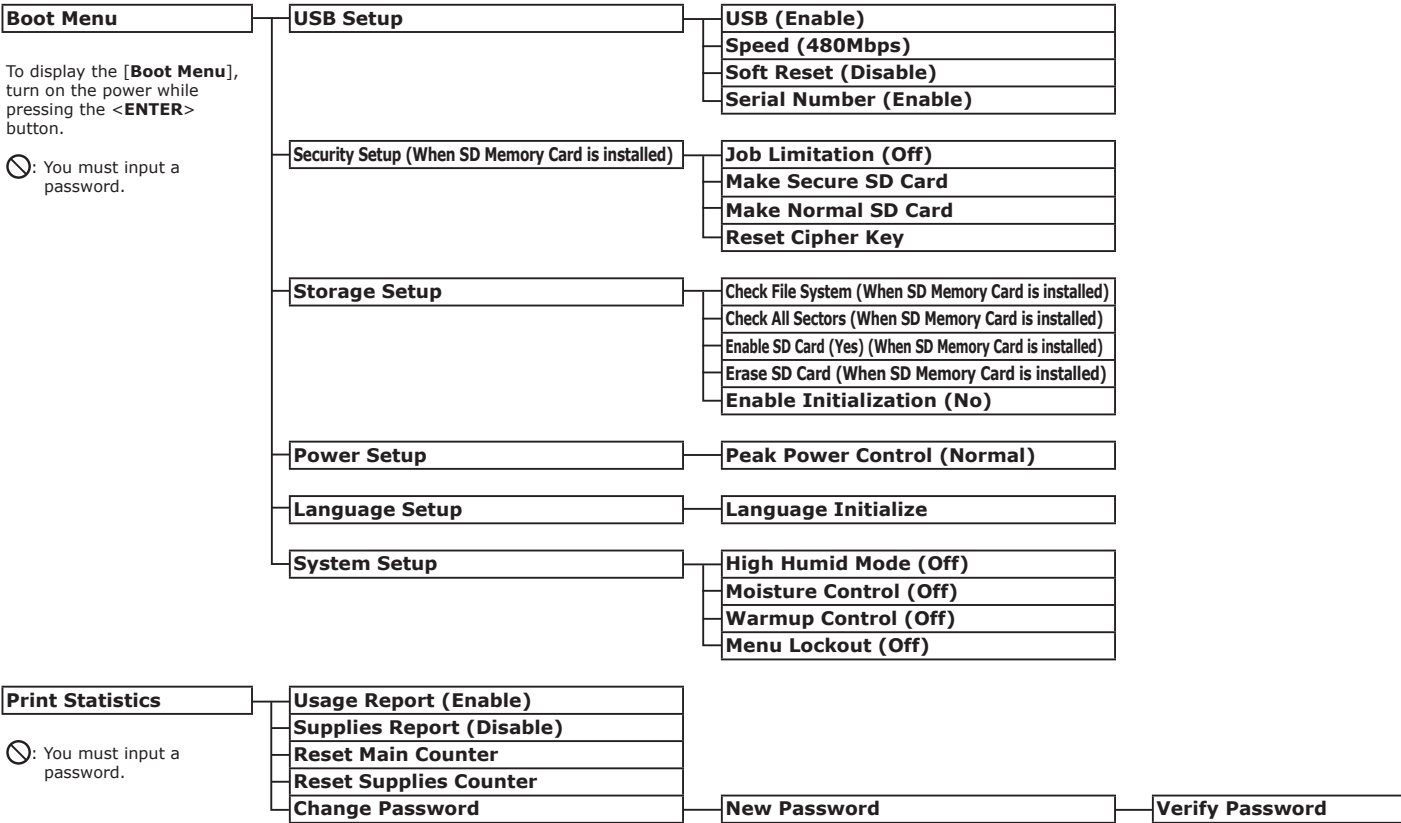
Menus	Tray Configuration	MPTray Config		
			Paper Size (A4 )	Fn90
			X Dimension (210mm)	Fn91
			Y Dimension (297mm)	Fn92
			Media Type (Plain)	Fn93
			Media Weight (Light)	Fn94
			Tray Usage (Do Not Use)	Fn95
		Tray1 Config	Paper Size (Cassette Size)	Fn10
			X Dimension (210mm)	Fn11
			Y Dimension (297mm)	Fn12
			Media Type (Plain)	Fn13
			Media Weight (Light)	Fn14
			Legal Paper (Legal14)	Fn15
			Other Size (16K(184x260mm) )	Fn16
		Tray2 Config (When tray2 is installed)	Paper Size (Cassette Size)	Fn20
			X Dimension (210mm)	Fn21
			Y Dimension (297mm)	Fn22
			Media Type (Plain)	Fn23
			Media Weight (Light)	Fn24
			Legal Paper (Legal14)	Fn25
			Other Size (16K(184x260mm) )	Fn26
		Paper Feed (Tray1)	Fn80	
		Auto Tray Switch (On)		
		Tray Sequence (Down)		
		Unit of Measurement (millimeter)		
		Duplex Last Page (Skip Blank Page)		
	System Adjust	Power Save Time (1minute)	Fn200	
		Sleep Time (15minutes)	Fn201	
		Auto Power Off Time (4hours)	Fn202	
		Clearable Warning (ONLINE)		
		Auto Continue (Off)		
		Manual Timeout (60seconds)		
		Wait Timeout (40seconds)		
		Low Toner (Continue)		
		Jam Recovery (On)		
		Error Report (Off)	Fn210	
		Print Position Adjust		
			X Adjust (0.00millimeter)	Fn220
			Y Adjust (0.00millimeter)	Fn221
			Duplex X Adjust (0.00millimeter)	Fn222
			Duplex Y Adjust (0.00millimeter)	Fn223
		Paper Black Setting (0)	Fn230	
		Paper Color Setting (0)	Fn231	
		Trans. Black Setting (0)	Fn232	
		Trans. Color Setting (0)	Fn233	
		SMR Setting (0)	Fn234	
		BG Setting (0)	Fn235	
		Drum Cleaning (Off)	Fn236	
		Hex Dump	Fn237	

To NEXT PAGE



▼ To NEXT PAGE





● Basic Steps in Windows

These are the steps for displaying the printer driver setting window from [**Printer**] / [**Printers and Faxes**] folder in Windows OS used for examples in this manual other than Windows 7.



- The steps for Windows Server 2008 R2 are the same as for Windows 7.
- If you have multiple printer drivers installed, the icons for each driver are displayed in the [**Printer**] / [**Printers and Faxes**] folder. Please follow the below steps using the drivers you want to set/check. Please follow the below steps using the printer drivers you want to set/check.

Displays the Property Screen

■ For Windows Vista/Windows Server 2008

- 1 Click [**Start**], and select [**Control Panel**] > [**Printer**].
- 2 Right-click on the OKI C822 icon, and select [**Properties**].

■ For Windows XP/Windows Server 2003

- 1 Click [**Start**], and select [**Printers and Faxes**].
- 2 Right-click on the OKI C822 icon, and select [**Properties**].

■ For Windows 2000

- 1 Click [**Start**], and select [**Settings**] > [**Printer**].
- 2 Right-click on the OKI C822 icon, and select [**Properties**].

Displays the Printer Setting Screen

■ For Windows Vista/Windows Server 2008

- 1 Click [**Start**], and select [**Control Panel**] > [**Printer**].
- 2 Right-click on the OKI C822 icon, and select [**Printing preferences**].

■ For Windows XP/Windows Server 2003

- 1 Click [**Start**], and select [**Printers and Faxes**].
- 2 Right-click on the OKI C822 icon, and select [**Printing preferences**].

■ For Windows 2000

- 1 Click [**Start**], and select [**Settings**] > [**Printer**].
- 2 Right-click on the OKI C822 icon, and select [**Printing preferences**].

● Specifications

Model	Model Number
C822	N35100B

■ General Specifications

		C822
CPU		PowerPC464FP, 800 MHz
Memory	Resident	256 MB
	Option	256 MB/512 MB
Flash RAM		NAND : 64 MB NOR : 2 MB Serial NOR : 512 KB
Storage Device		SD memory card kit ● Optional 16 GB
Weight		37 Kg (including consumables without a duplex unit), 40 Kg (including consumables with a duplex unit)
Dimensions		449(W) x 552(D) x 360(H) mm
Power supply		220 - 240 VAC (Range 198 - 264 VAC), 50/60 Hz $\pm$ 2%
Power consumption	Typical operation	700 W
	Idle	100 W
	Peak	1400 W
	Sleep mode	Less than 1.0 W
	Power save mode	Less than 12 W
	Off mode	Less than 0.15 W
Interface		USB 2.0 (Hi-Speed), Ethernet 10BASE-T/100BASE-TX
Display		Graphics panel 60(W) x 32.6(H) mm, 128 x 64 dots
Supported OS		- Windows 7, Windows Vista, Windows Server 2008 R2, Windows Server 2008, Windows XP, Windows Server 2003, Windows 2000 - Mac OS X 10.3.9-10.7 Please refer to product requirements for details.

■ Printing Specifications

		C822
Printing method		Dry electrophotographic recording method with LED (Light-emitting diode)
Emulation language		PCL6 (XL3.0 and PCL5c)
Resident fonts		PCL: 91 european fonts
Resolution		600 x 600 dpi, 600 x 1200 dpi, 600 x 600 dpi 2bit
Color		Yellow, Magenta, Cyan, Black
Print speed (A4)		Simplex: 23 ppm Duplex: 19 ppm
Paper size	Tray 1	Legal 13/13.5/14, letter, executive, tabloid, A3, A4, A5, B5, B4, A6, 8K (260 x 368 mm, 270 x 390 mm, 273 x 394 mm), 16K (197 x 273 mm, 195 x 270 mm, 184 x 260 mm)
	Tray 2 (Option)	Legal 13/13.5/14, letter, executive, tabloid, A3, A4, A5, B4, B5, 8K (260 x 368 mm, 270 x 390 mm, 273 x 394 mm), 16K (197 x 273 mm, 195 x 270 mm, 184 x 260 mm)
	MP Tray	Legal 13/13.5/14, letter, executive, tabloid, statement, A3, A4, A5, B4, B5, A6, C4, C5, DL, Com-10, index card (3 x 5 inch), custom size, banner up to 52 inch, 8K (260 x 368 mm, 270 x 390 mm, 273 x 394 mm), 16K (197 x 273 mm, 195 x 270 mm, 184 x 260 mm)
	Duplex Printing	Legal 13/13.5/14, letter, executive, tabloid, A3, A4, A5, B4, B5, 8K (260 x 368 mm, 270 x 390 mm, 273 x 394 mm), 16K (197 x 273 mm, 195 x 270 mm, 184 x 260 mm), custom size (148 - 297 mm (W) x 182 - 431.8 mm (L))
	Custom size	- Tray 1 105 - 297 mm (W), 148, 182 - 431.8 mm (L) (4.1 - 11.7 inches (W), 5.8, 7.2 - 17.0 inches (L)) - Tray 2 (option) 148 - 297 mm (W), 182 - 431.8 mm (L) (5.8 - 11.7 inches (W), 7.2 - 17.0 inches (L)) - MP tray 64 x 90 - 297 x 1321 mm (2.5 x 3.5 - 11.7 x 52 inches)
Media type		Plain paper (64 g/m ² - 256 g/m ²), envelopes, label.
Feeding method		Automatic feeding from the tray 1, MP tray and additional tray unit (optional), Manual feeding from MP tray
Paper loading capacity		- Tray 1 300 sheets of Standard paper /80 g/m², total thickness 30 mm or lower. - MP tray 100 sheets of Standard paper /80 g/m² and total thickness 10 mm or lower, 10 envelopes/ weight of 85 g/m². - Additional tray unit (optional) 530 sheets of Standard paper /80 g/m², total thickness 53 mm or lower.
Output method		Face up/Face down
Paper output capacity		- Face up 100 sheets (less than 80 g/m²), 10 sheets (ultra-heavy/envelopes) - Face down 250 sheets (less than 80 g/m²)
Print guaranteed area		6.35 mm or more from the paper edge (not applicable to special media such as envelopes)
Print precision		Print beginning: ± 2 mm, paper skew: ± 1 mm/100 mm, image expansion: ± 1 mm/100 mm (80 g/m ²)
Warm-up time		- From power on 32 seconds (at room temperature 25°C, rated voltage) - From power save mode 27 seconds (at room temperature 25°C, rated voltage)
Operating environment		- When in operation 10 - 32°C / Relative Humidity of 20 - 80% (maximum wet bulb temperature of 25°C, maximum dry bulb temperature of 2°C) - When not in operation 0 - 43°C / Relative Humidity of 10 - 90% (maximum wet bulb temperature of 26.8°C, maximum dry bulb temperature of 2°C)

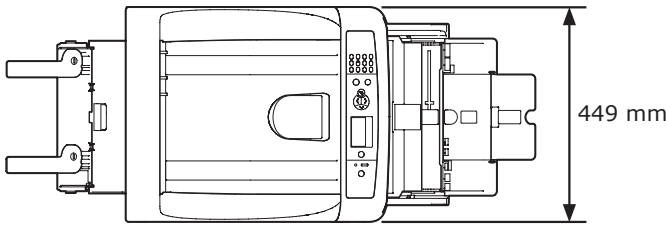
	C822
Conditions for the guarantee of print quality	• Operating Range Temperature 10°C, humidity 20 to 80% RH Temperature 32°C, humidity 20 to 60% RH Humidity 20% RH, temperature 10 to 32°C Humidity 80% RH, temperature 10 to 27°C • Full-color Print Quality Assured Range Temperature 17 to 27°C, humidity 50 to 70% RH
Consumables, Maintenance Unit	Toner cartridges, image drum, belt unit, fuser unit, feed roller set

■ Network Specifications

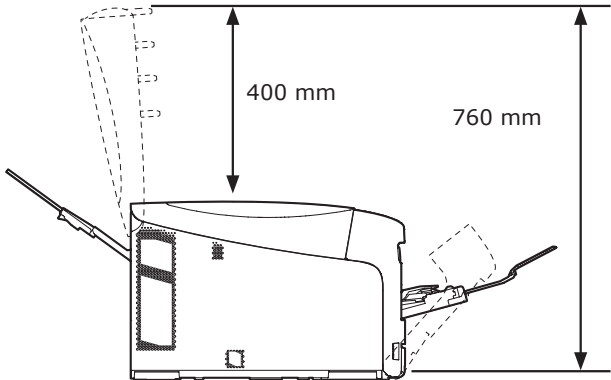
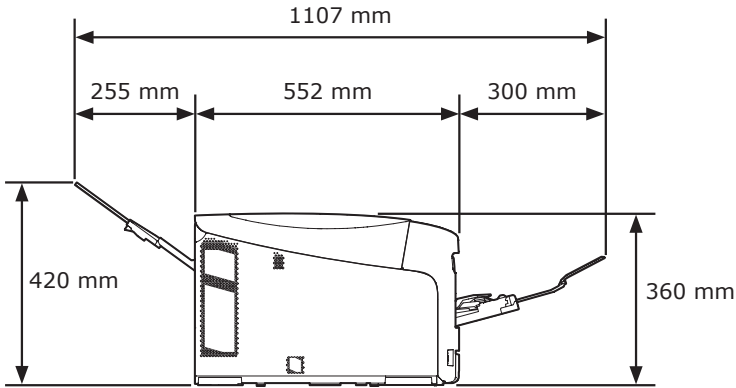
	C822
Interface	Ethernet 10BASE-T/100BASE-TX
Protocol	TCP/IPv4, TCP/IPv6, SMTP, POP3, HTTP, SNMPv1/v3, DHCP, DNS, LPR, Port9100, BOOTP, ARP, FTP, SLP, Bonjour (Rendezvous), Web Services Discovery (WSD), NetWare, EtherTalk, NetBEUI
Supported browsers	Microsoft IE 6.0 or later, Safari 3 or later, Firefox 3.0 or later

■ **Printer Dimensions**

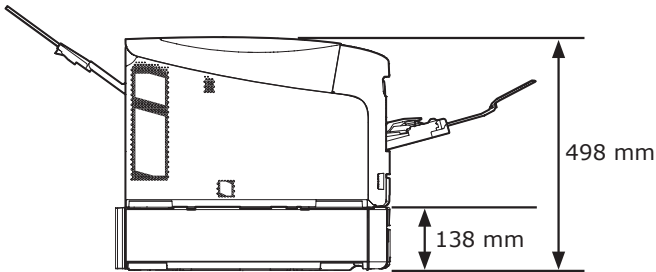
TOP VIEW



SIDE VIEW



OPTION-INSTALLED VIEW (TRAY2)



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