HP Color MFP S951dn

QUICK START GUIDE

www.hp.com

Keep this manual close at hand for reference whenever needed.

BEFORE FIRST USE

For the users of the fax function

■ Important safety instructions

- If any of your telephone equipment is not operating properly, you should immediately remove it from your telephone line, as it may cause harm to the telephone network.
- Never install telephone wiring during a lightning storm.
- Never install telephone sockets in wet locations unless the socket is specifically designed for wet locations.
- Never touch uninsulated telephone wires or terminals unless the telephone line has been disconnected.
- Use caution when installing or modifying telephone lines.
- Avoid using a telephone (other than a cordless type) during an electrical storm. There may be a remote risk of electric shock from lightning.
- Do not use a telephone to report a gas leak in the vicinity of the leak.
- Do not install or use the machine near water, or when you are wet. Take care not to spill any liquids on the machine.
- Save these instructions.

This equipment connects to the telephone network through a standard USOC RJ-11C network interface jack. If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified installer. This equipment may not be used on coin service provided by the telephone company. Connection to party lines service is subject to state tariffs.

NOTE: This equipment complies with IC radiation exposure limits set forth for an uncontrolled environment and meets RSS-102 of the IC radio frequency (RF) Exposure rules. This equipment should be installed and operated keeping the radiator at least 20cm or more away from person's body (excluding extremities: hands, wrists, feet and ankles).

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

Each instruction also covers the optional units used with these products.

Caution!

For complete electrical disconnection, pull out the main plug.

The socket-outlet shall be installed near the equipment and shall be easily accessible.

FAX interface cable and Line cable

These special accessories must be used with the device.

To reduce the risk of fire, use only UL-Listed No.26 AWG or larger telecommunication line cord.

FOR YOUR RECORDS …

To protect against loss or theft, record and retain for reference the machine's serial number located at the lower left corner of the left side of the machine.

Model Number _____

Serial Number _____

Date of Purchase _____

Place of Purchase _____

Authorized HP Printer _____

Service Department Number _____

Notice for Users in U.S.A.

EMC (this machine and peripheral devices)

■ Warning:

FCC Regulations state that any unauthorized changes or modifications to this equipment not expressly approved by the manufacturer could void the user's authority to operate this equipment.

NOTE: Shielded interface cables must be used with this equipment to maintain compliance with EMC regulations.
This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.
This transmitter must not be co-located or operated in conjunction with any other antenna or transmitter.

This machine contains the software having modules developed by Independent JPEG Group.
Copyright© 1995-2007 Adobe Macromedia Software LLC. All rights reserved.
This product includes the Adobe® PostScript®3™ of Adobe Systems Incorporated.
This product uses "InstantBoot" provided by IT Access Co., Ltd., Japan.

BEFORE FIRST USE

NOTE:
- The explanations in this manual assume that you have a working knowledge of your Windows or Macintosh computer.
- For information on your operating system, please refer to your operating system manual or the online Help function.
- The explanations of screens and procedures in this manual are primarily for Windows Vista® in Windows® environments. The screens may vary depending on the version of the operating system.
- This manual contains references to the fax function. However, please note that the fax function is not available in some countries and regions.
- Considerable care has been taken in preparing this manual. If you have any comments or concerns about the manual, please contact HP or 3rd party service and support representative.
- This product has undergone strict quality control and inspection procedures. In the unlikely event that a defect or other problem is discovered, please contact your HP or 3rd party service and support representative.
- Aside from instances provided for by law, HP is not responsible for failures occurring during the use of the product or its options, or failures due to incorrect operation of the product and its options, or other failures, or for any damage that occurs due to use of the product.

Products that have earned the ENERGY STAR® are designed to protect the environment through superior energy efficiency.
The products that meet the ENERGY STAR® guidelines carry the logo shown above.
The products without the logo may not meet the ENERGY STAR® guidelines.

■ Warranty

While every effort has been made to make this document as accurate and helpful as possible, HP makes no warranty of any kind with regard to its content. All information included herein is subject to change without notice. HP is not responsible for any loss or damages, direct or indirect, arising from or related to the use of this operation manual.
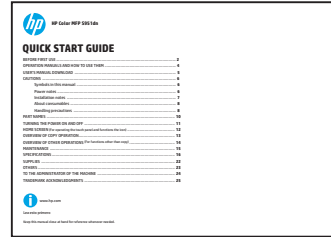
OPERATION MANUALS AND HOW TO USE THEM

Quick Start Guide (this document)

Features important safety notes, names of parts and components, information about the power-on procedure, operation overviews, information for people who manage the machine, and information about other aspects of this machine.
Read this section before using the machine for the first time.

HP Universal Print Driver (UPD)

The HP Universal Print Driver is the single driver that gives users instant access to a range of HP print products without downloading separate drivers.

For more information on the UPD, go to www.hp.com/go/upd

User's Manual

Can be downloaded from the machine to a computer and viewed.
Refer to this document to learn more about printer mode and settings mode, and to learn about the details of each type of mode.
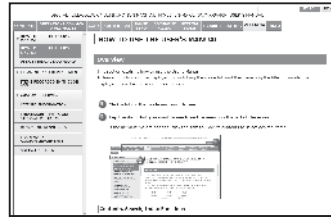
Operation Guide

Can be viewed by touching the operation guide icon on the machine's touch panel. When you are using this machine, use this document to see an overview of a particular mode or when you are having trouble operating the machine.


About the User's Manual

The "User's Manual" describes details of the functions available on this machine.
You can download the User's Manual from this machine to your computer and then view it using a web browser.
For information on how to download the User's Manual, see "USER'S MANUAL DOWNLOAD" on page 8.
Switch the tab and click the menu shown on the left to display the function you require.
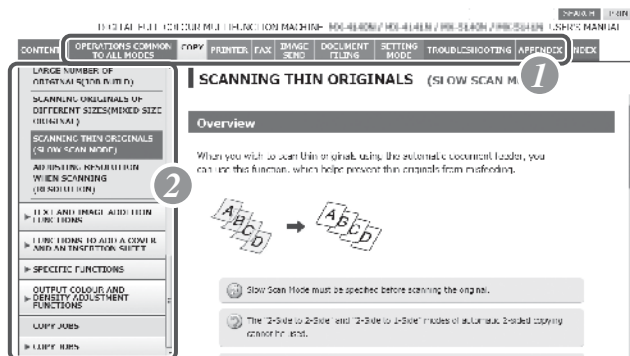
① Click to switch the tab for the mode you want to view.

② From the left-hand menu, click the item you want to view.

Tips

You can also look up the function you require using the Contents, Index, or search function.

The above will help you locate the page containing the procedure describing what you want to do.

- OPERATIONS COMMON TO ALL MODES
- COPY
- PRINTER
- FAX
- IMAGE SEND
- DOCUMENT FILING
- SETTING MODE
- TROUBLESHOOTING
- APPENDIX

USER'S MANUAL DOWNLOAD

You can download the User's Manual by accessing the built-in web server of this machine. You can print the All Custom Setting List to check the machine's IP address.

Checking the IP address

To check the IP address, you can print the All Custom Setting List from the machine.

1 **Press the [Home Screen] key.**

2 **Tap the [Settings] key.**

3 **Operate the touch panel.**

(1) Tap the [System Settings] key in the left menu.

(2) Tap the [List Print: (User)] key in the left menu.

(3) Tap the [Print] key in the [All Custom Setting List].

The All Custom Setting List is printed. You can check the IP address on the printed list.

Downloading the User's Manual

From the web page, download the "User's Manual" that provides more detailed information on this machine.

1 **In the address bar of a web browser, type the machine's IP address to access the machine.**

http://Machine's IP address/ Depending on the machine settings, user authentication may be required. For the account information required for authentication, contact the machine administrator.
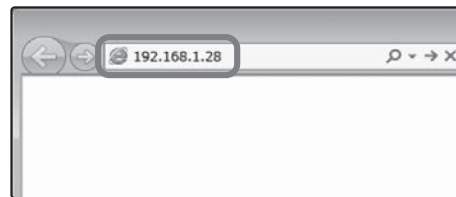
2 **Download the "User's Manual".**

On the page that is displayed, click [Operation Manual Download]. Then, select the language from the "Language" list, and click the [Download] button.
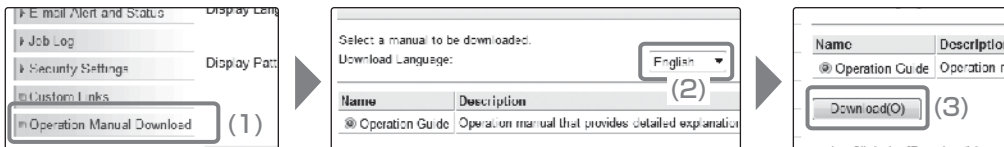
3 **Expand the "User's Manual" you have downloaded.**

If you are using Windows, right-click the downloaded file and select [Expand All] from the menu.*

If you are using a Macintosh, double-click the downloaded file.

Follow the instructions that appear in the Deployment Wizard.

When the expansion process is completed, the [User's Manual] folder is created.

* If [Expand All] does not appear in the menu, use any expansion (unzip) application.

4 **View the "User's Manual" you have downloaded.**

Open the [User's Manual] folder, and double-click "index.htm".
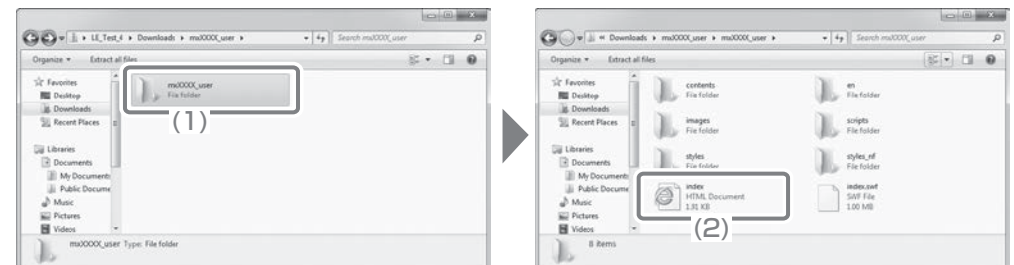
CAUTIONS

Symbols in this manual

To ensure safe use of the machine, this manual uses various safety symbols. The safety symbols are classified as explained below. Be sure you understand the meaning of the symbols when reading the manual.

⚠ **WARNING**

Indicates a risk of death or serious injury.

⚠ **CAUTION**

Indicates a risk of human injury or property damage.

| Meaning of the symbols | CAUTION! HOT | PINCH POINT KEEP CLEAR | PROHIBITED ACTIONS | DO NOT DISASSEMBLE | MANDATORY ACTIONS |

Power notes

⚠ WARNING

🚫 **Be sure to connect the power cord only to a power outlet that meets the specified voltage and current requirements. Also make certain the outlet is properly grounded. Do not use an extension cord or adapter to connect other devices to the power outlet used by the machine. Using an improper power supply may cause fire or electrical shock.**

* For the power supply requirements, see the name plate in the lower left corner of the left side of the machine.

🚫 **Do not damage or modify the power cord.**

Placing heavy objects on the power cord, pulling it, or forcibly bending it will damage the cord, resulting in fire or electrical shock.
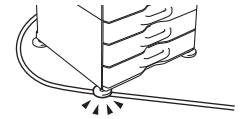
🚫 **Do not insert or remove the power plug with wet hands.**

This may cause electrical shock.

⚠ CAUTION

🚫 **When removing the power plug from the outlet, do not pull on the cord.**

Pulling on the cord may cause damage such as wire exposure and breakage, and may result in fire or electrical shock.

❗ **If you will not use the machine for a long time, be sure to remove the power plug from the outlet for safety.**

❗ **When moving the machine, switch off the main power and remove the power plug from the outlet before moving.**

The cord may be damaged, creating a risk of fire or electrical shock.

Installation notes

⚠ CAUTION

Do not install the machine on an unstable or slanted surface. Install the machine on a surface that can withstand the weight of the machine.

Risk of injury due to the machine falling or toppling.
If peripheral devices are to be installed, do not install on an uneven floor, slanted surface, or otherwise unstable surface. Danger of slippage, falling, and toppling. Install the product on a flat, stable surface that can withstand the weight of the product.

Do not install in a location with moisture or dust.

Risk of fire and electrical shock.
If dust enters the machine, dirty output and machine failure may result.

Locations that are excessively hot, cold, humid, or dry (near heaters, humidifiers, air conditioners, etc.)

The paper will become damp and condensation may form inside the machine, causing misfeeds and dirty output.
☞ SPECIFICATIONS (page 18)
If the location has an ultrasonic humidifier, use pure water for humidifiers in the humidifier. If tap water is used, minerals and other impurities will be emitted, causing impurities to collect on the inside of the machine and create dirty output.
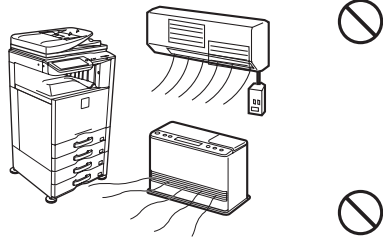
When the machine is installed, the adjusters (4) must be lowered to the floor to secure the machine (prevent it from moving).

Rotate the adjusters in the locking direction until they are in firm contact with the floor.

Lock ⬌ Release
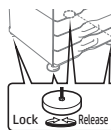
If you find it necessary to reposition the machine due to rearrangement of your office layout or other reason, retract the adjusters from the floor, turn off the power, and then move the machine.

(After moving the machine, lower the adjusters again to secure the machine.)

Locations exposed to direct sunlight

Plastic parts may become deformed and dirty output may result.
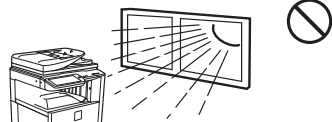
Locations with ammonia gas

Installing the machine next to a diazo copy machine may cause dirty output.
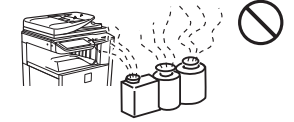
Do not install the machine in a location with poor air circulation.

A small amount of ozone is created inside the machine during printing. The amount of ozone created is not sufficient to be harmful; however, an unpleasant odor may be noticed during large copy runs, and thus the machine should be installed in a room with a ventilation fan or windows that provide sufficient air circulation. (The odor may occasionally cause headaches.)
* Install the machine so that people are not directly exposed to exhaust from the machine. If installed near a window, ensure that the machine is not exposed to direct sunlight.
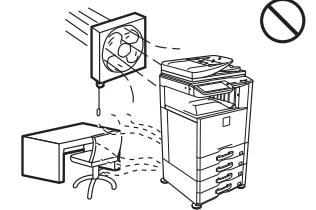
Near a wall

Be sure to allow the required space around the machine for servicing and proper ventilation. (The machine should be no closer than the distances indicated below from walls. The indicated distances are for the case when a saddle finisher and large capacity paper tray are not installed.)

30 cm

30 cm   45 cm
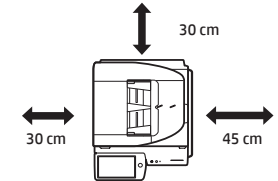
Locations subject to vibration.

Vibration may cause failure.
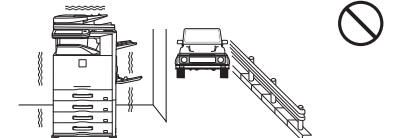
⚠ CAUTION

The machine includes a built-in hard drive. Do not subject the machine to shock or vibration. In particular, never move the machine while the power is on.

- **The machine should be installed near an accessible power outlet for easy connection.**
- **Connect the machine to a power outlet which is not used for other electric appliances. If a lighting fixture is connected to the same outlet, the light may flicker.**

CAUTIONS

About consumables

⚠ CAUTION

🚫 **Do not throw a toner cartridge into a fire.**

Toner may fly and cause burns.

🚫 **Store a toner cartridge out of the reach of children.**

Handling precautions

⚠ WARNING

🚫 **Do not place a container of water or other liquid, or a metal object that might fall inside, on the machine.**

If the liquid spills or the object falls into the machine, fire or electrical shock may result.
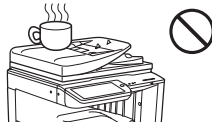
🚫 **Do not remove the machine casing.**

High-voltage parts inside the machine may cause electrical shock.

🚫 **Do not make any modifications to this machine.**

Doing so may result in personal injury or damage to the machine.

🚫 **Do not use a flammable spray to clean the machine.**

If gas from the spray comes in contact with hot electrical components or the fusing unit inside the machine, fire or electrical shock may result.

❗ **If you notice smoke, a strange odor, or other abnormality, do not use the machine.**

If used in this condition, fire or electrical shock may result. Immediately switch off the main power and remove the power plug from the power outlet.
Contact your HP or 3rd party service and support representative.

❗ **If a thunder storm begins, switch off the main power and remove the power plug from the outlet to prevent electrical shock and fire due to lightning.**

❗ **If a piece of metal or water enters the machine, switch off the main power and remove the power plug from the power outlet.**

Contact your HP or 3rd party service and support representative. Using the machine in this condition may result in electrical shock or fire.

⚠ CAUTION

🚫 **Do not look directly at the light source.**

Doing so may damage your eyes.

🚫 **Do not block the ventilation ports on the machine. Do not install the machine in a location that will block the ventilation ports.**

Blocking the ventilation ports will cause heat to build up in the machine, creating a risk of fire.

⚠ **The fusing unit and paper exit area are hot. When removing a misfeed, do not touch the fusing unit and paper exit area. Take care not to burn yourself.**

⚠ **When loading paper, removing a misfeed, performing maintenance, closing the front and side covers, and inserting and removing trays, take care that your fingers are not pinched.**
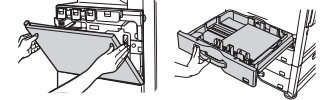
The machine includes the document filing function, which stores document image data on the machine's hard drive. Stored documents can be called up and printed or transmitted as needed. If a hard drive failure occurs, it will no longer be possible to call up the stored document data. To prevent the loss of important documents in the unlikely event of a hard drive failure, keep the originals of important documents or store the original data elsewhere.
With the exception of instances provided for by law, HP bears no responsibility for any damages or loss due to the loss of stored document data.

▍ Laser information

Wave length	790nm+10nm/-10nm
Pulse times	Normal paper mode (P/S = 255 mm/s) = 2.84 μs ± 0.011 μs / 7 mm Heavy paper mode (P/S = 190 mm/s) = 3.36 μs ± 0.013 μs / 7 mm
Output power	Max 0.672 mW (LD1+LD2+LD1+LD2)

■ Caution

Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous radiation exposure.

This Digital Equipment is CLASS 1 LASER PRODUCT (IEC 60825-1 Edition 2-2007)

PART NAMES

Keyboard

Automatic document feeder

Output tray* (center tray)

Saddle-stitch finisher*

Punch module*

Paper pass unit*

Main power switch

Internal Finisher*

USB port (A type)

Right Tray*

Bypass tray

Front cover

Tray 5 (when a large capacity tray is installed)*

Tray 1

Tray 2

Tray 3 (when a stand/1x500/2x500 sheet paper tray is installed)*

Tray 4 (when a stand/2x500 sheet paper tray is installed)*

Operation Panel

[POWER SAVE] button/indicator

Power button

Main power indicator

Touch Panel

[Home Screen] button (⌂)

Tray 4 (when a stand/2,000-sheet paper tray is installed)*

Tray 3 (when a stand/2,000-sheet paper tray is installed)*

Stapler/Stacker*

Saddle-stitch finisher*

NOTE: **Using the [Home Screen] button**
Use your finger to touch the [Home Screen] button.
If you use a pen or other tool to touch the button, it may not operate properly.
Risk of malfunctioning if you use with jewelry or other accessories.

* Optional

10

TURNING THE POWER ON AND OFF

This machine has a main power switch, found at the bottom left after the front cover is opened, and a power button (⊙), located on the operation panel.

Turning on the power

- Switch the main power switch to the "❙" position.
- After the main power indicator lights in green, press the power button (⊙).

Turning off the power

(1) Press the power button (⊙) to turn off the power.
(2) Switch the main power switch to the "⏻" position.

Restarting the machine

In order for some settings to take effect, the machine must be restarted. If a message in the touch panel prompts you to restart the machine, press the power button (⊙) to turn off the power and then press the key again to turn the power back on.

⚠ **CAUTION**

- When turning off the power, make sure that the indicators on the operation panel turn off as well.
- If the machine suddenly turns off, such as in the event of a power failure, turn the machine on again, and then turn off the machine following the correct procedure for turning off the machine.
  Switching off the main power switch or removing the power cord from the outlet while any of the indicators are lit or blinking may damage the hard drive and cause data to be lost.
- Switch off both the power button (⊙) and the main power switch and unplug the power cord if you suspect a machine failure, if there is a bad thunderstorm nearby, or when you are moving the machine.

Power button   Main power indicator

MAIN POWER
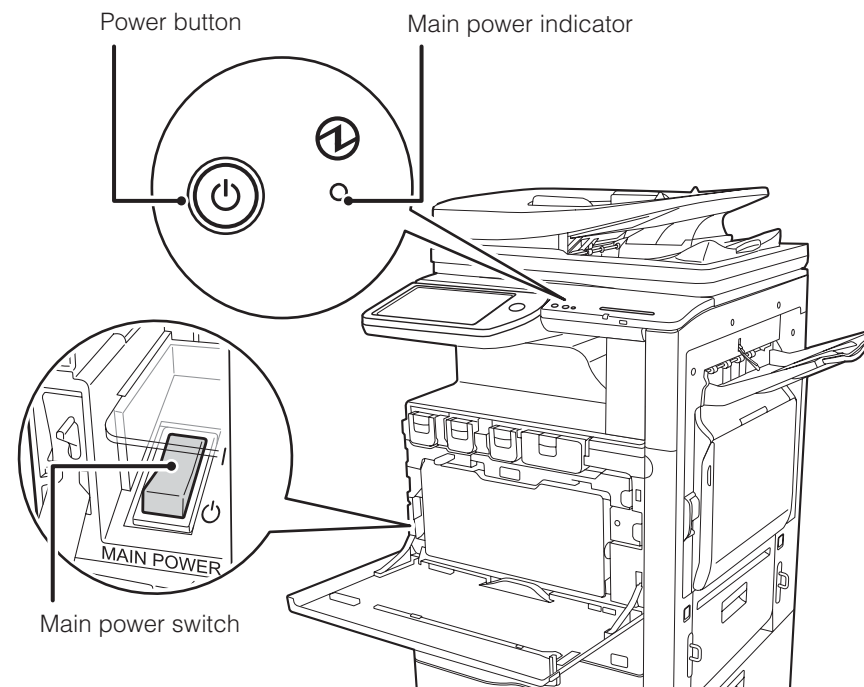
Main power switch

NOTE:
- When using the fax always keep the main power switch in the "❙" position.
- In some states of the machine, pressing the power button (⊙) to restart will not make the settings take effect. In this case, use the main power switch to switch the power off and then on.

HOME SCREEN

The home screen is the first screen to be displayed. Touch an icon to display the corresponding screen. When the ⌂ button is touched on the operation panel, this home screen is displayed.
* The actual screen displayed may vary depending on the model or how the machine has been customized.

Fax The scanned original is sent using the telephone line.

E-mail The scanned original is attached to an e-mail and sent.

Copy

The scanned original is printed.

Action panel

Tap an item to edit Home Screen or other operation.

FTP

The scanned file is sent to a specified directory of an FTP server or to a specified folder on a computer connected to the network.

Scroll area

Up to 12 icons are displayed.
Icons that are not displayed can be displayed by scrolling horizontally.

HDD file retrieve

The scanned original is saved.
Saved data can be edited and used again for another operation.

Fixed area

Up to 10 icons are displayed.

Job status

Displays the status of the current job.

Operation Guide Refer to the Operation Guide when you have questions about operating the machine.

System settings Allows various settings to be adjusted according to how the machine will be used or its current state of use.

Page switch keys

Use these keys to view a hidden page in the scrolling area.
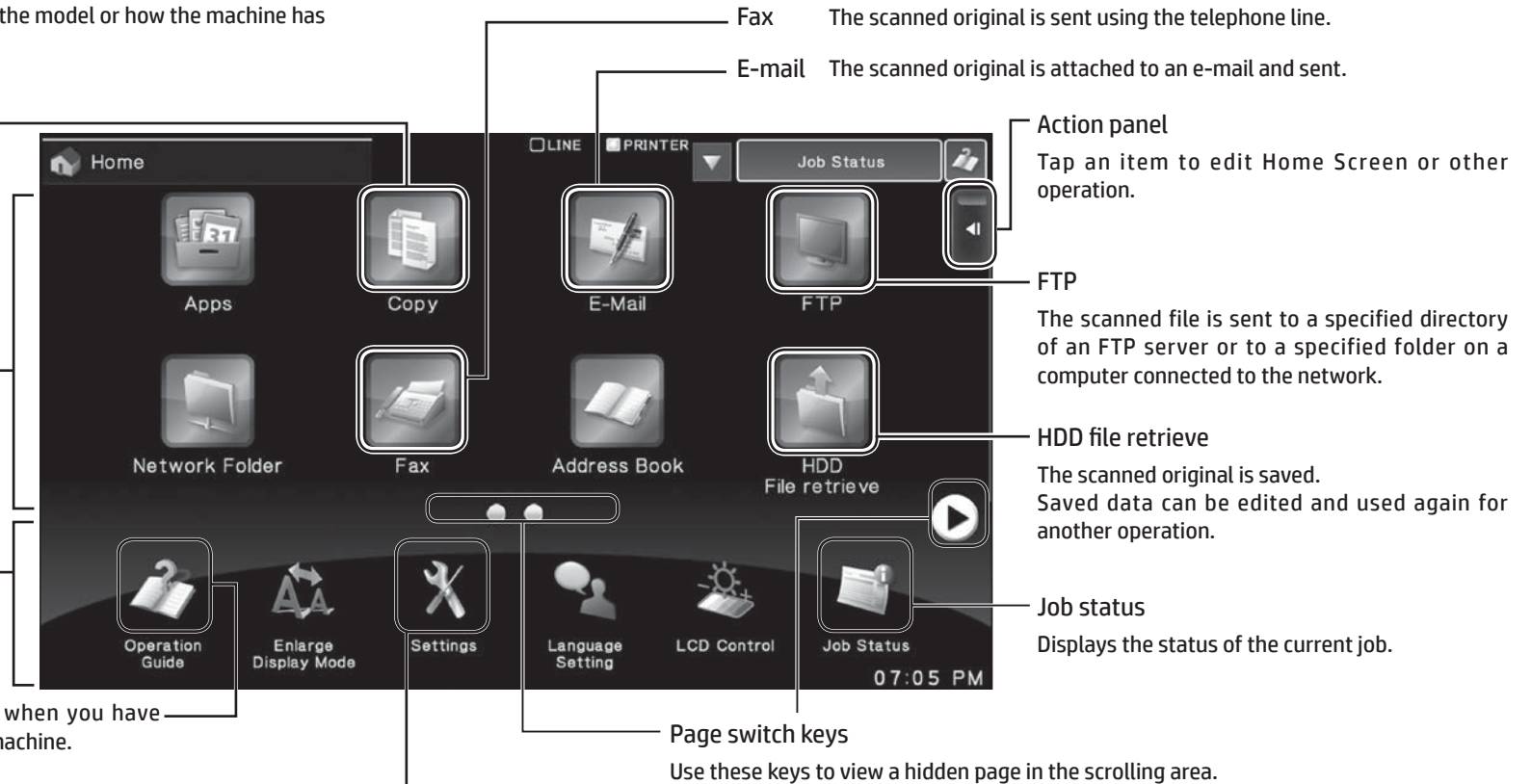
OPERATING THE TOUCH PANEL

In addition to the conventional "single tap" operation, you can also operate the touch panel using presses, flicks, and slides.

Tap	Touch and then quickly release the finger. Used to select keys, tabs, checkboxes, etc.	**Double tap**	Touch the screen twice. Use this operation to enlarge or reduce the image in the preview.	**Drag**	Drag (slide the finger in the desired direction) to rotate or delete original pages displayed as a preview.	**Pinch**	Touch the screen with two fingers and move them toward each other. This is used to reduce the browser and preview display.
Press	Touch a key and keep the finger on the key for a short time.	**Flick**	Flick (quickly swipe with the finger) to scroll the preview image.	**Slide**	Slide the finger on the scroll bar to move up or down through a long list.	**Spread**	Touch the screen with two fingers and move them away from each other. This is used to enlarge the browser and preview display.

OVERVIEW OF COPY OPERATION

Step **1** Select a function	Step **2** Place the original	Step **3** Scan	Step **4** Confirming while viewing the preview	Step **5** Start
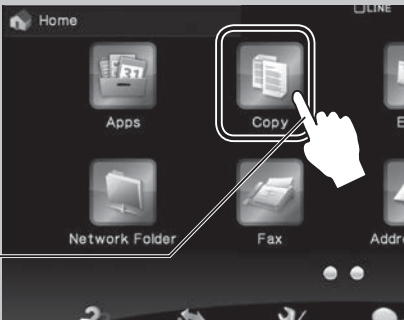
Select the [Copy] key or Copy icon.

Tap

▌Place the original in the automatic document feeder

▽ ▽ Do not pass this line   Insert all the way

Align the edges

Upward

Adjust to original size

▌Place the original on the document glass

Align to corner

Placing a thick book

Downward   Lift open

▌Scan the original

Tap

Scan another original

Tap

Print 1 set of copies

Tap

Confirm the results of the scan and any edits or settings.
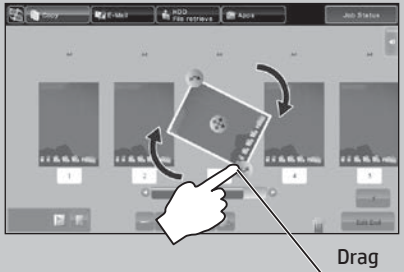
▌Confirmation

Face up/down, orientation, missing pages, folded pages
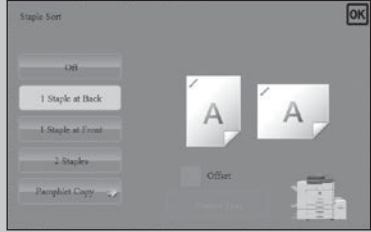
▌Editing   Page editing, deleting, etc.

Drag

▌Output settings

Enter the number of prints and start printing.

Tap

▌Print

▌Document filing

The scanned original and the settings are saved on the hard disk and can be used again.

OVERVIEW OF OTHER OPERATIONS

For functions other than copy.

Step **1** Select a function → Step **2** Place the original → Step **3** Select the address → Step **4** Confirmation → Step **5** Start

Fax

Tap

E-mail

Tap

HDD file retrieve

Tap

Scan and store the file

Place the original in the automatic document feeder

▽ ▽ Do not pass this line

Insert all the way

Align the edges

Upward

Adjust to original size

Place the original on the document glass

Align to corner

Placing a thick book

Downward

Lift open

Select the address

Select the folder

HDD File retrieve | Sharp OSA | Job Status
Scan to HDD
Scan to External Memory Device
Quick File Folder | Select File from FTP to Print
Select File from USB Memory to Print
BBB BBB | Select File from Network Folder to Print

Scan the original

Preview | CA

Start

Confirmation

Face up/down
Orientation
Missing pages
Folded pages

Transmission

Additional Scan | CA

Start

Additional Scan | CA

Start

Storing

Additional Scan | CA

Start

MAINTENANCE

Replacing a toner cartridge

When toner runs low, the color and the message "Prepare a new toner cartridge." appears.

Prepare a new toner cartridge for the indicated color.

When toner runs out, the color and the message "Replace the toner cartridge." appears.

Replace the toner cartridge for the indicated color.

Example: Replacing the yellow toner cartridge
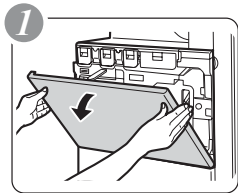
Old toner cartridge

New toner cartridge

1 Open
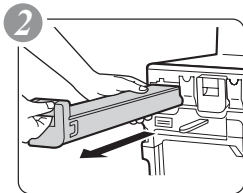
2 Gently pull straight out with both hands
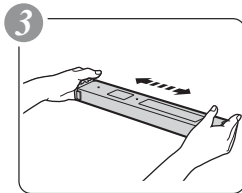
3 Shake 5 or 6 times
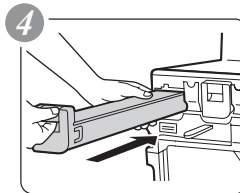
4 Gently insert straight into the machine until it locks
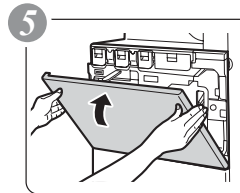
5 Close

⚠ **Caution**

- Do not throw toner cartridges into a fire. Toner may fly and cause burns.
- Store toner cartridges out of the reach of small children.
- Store the toner in a location that is cooler than 104°F (40°C). Storage in a hot location may cause the toner in the cartridge to solidify.
- Always store toner cartridges on their sides. If toner cartridges are stored on end, the toner may harden and become unusable.
- Please use HP-recommended toner cartridges. If toner cartridges other than HP-recommended toner cartridges are used, the machine may not attain full quality and performance and there is a risk of damage to the machine.

NOTE:
- Do not dispose of used toner cartridges. HP encourages customers to recycle used toner supplies.
- To view the approximate amount of toner remaining, continually touch the [Home Screen] key during printing or when the machine is idle. The percentage of toner remaining will appear in the display while the key is touched.
- When the percentage falls to "25-0%", obtain a new toner cartridge and keep it ready for replacement.
- Depending on your conditions of use, the color may become faint or the image blurred.

Removing misfeeds

When a paper misfeed occurs, the message "A misfeed has occurred." will appear in the touch panel and printing and scanning will stop.

In this event, touch the [Check how to remove misfeeds] key in the touch panel.

When the key is touched, instructions for removing the misfeed will appear. Follow the instructions.

When the misfeed is cleared, the message will automatically clear.

⚠ **Caution**

- The fusing unit and the output unit are hot.
- Take care not to touch the fusing unit when removing a misfeed.
- There is a risk of burning.

SPECIFICATIONS

Basic / Copier

Name	HP Color MFP S951dn Copier (F1J60A)
Type	Desktop
Color	Full color
Copier system	Laser electrostatic copier
Scanning resolution	Scan (B/W): 600 × 600 dpi, 600 × 400 dpi Scan (full color): 600 × 600 dpi Print: 600 × 600 dpi, equivalent to 9,600 dpi × 600 dpi
Gradation	Scan: equivalent to 256 levels / Print: equivalent to 256 levels
Original paper sizes	Max. A3 (11" x 17") for sheets and bound documents
Copy sizes	A3 wide (12" × 18") to A5R (5-1/2" × 8-1/2"R), Transparency film, Heavy paper, Envelopes Tray 1-4*: A3, B4, A4, A4R, B5, B5R, A5R, 11" × 17", 8-1/2" × 14", 8-1/2" × 13-1/2", 8-1/2" × 13-2/5", 8-1/2" × 13", 8-1/2" × 11", 8-1/2" × 11"R, 7-1/4 × 10-1/2"R, 5-1/2" × 8-1/2"R Multi-bypass tray: A3 wide (12" × 18") to A5R (5-1/2" × 8-1/2"R), Transparency film, Heavy paper, Envelopes, Long size paper (90 to 297 mm × 433 to 1,200 mm (3-35/64" to 11-45/64" × 17-3/64" to 47-15/64")) Lost margin (leading edge): 4 mm (11/64") ± 1 mm (± 3/64") Lost margin (trailing edge): 2 mm (6/64") – 5 mm (– 13/64") Leading edge / trailing edge: total 8 mm (21/64") or less Near edge / far edge: total 4 mm (11/64") ± 2 mm (± 6/64") or less * When the Stand/2000 sheet paper tray is installed, only A4 (8-1/2" × 11") can be used in trays 3 and 4.
Warm-up time	30 seconds ● This may vary depending on the ambient conditions.
First-copy time	Full color: 5.7 seconds B/W: 4.1 seconds ● This may vary depending on the state of the machine.

Continuous copying speeds* (when shifter is not in operation)	A4, 8-1/2" × 11" B5, 7-1/4" × 10-1/2" F1J60A
	A4R, 8-1/2" × 11"R B5R, 7-1/4" × 10-1/2"R 51 copies/min.
	B4, 8-1/2" × 14" 31 copies/min.
	A3, 11" × 17" 26 copies/min.
	                                                   23 copies/min.
	* Continuous speed for same original source. Output may be temporarily
	  interrupted to stabilize image quality.

Copy ratios	Same size: 1:1 ± 0.8 % Enlarge: 115 %, 122 %, 141 %, 200 %, 400 % Reduce: 25 %, 50 %, 70 %, 81 %, 86 %, 100 % Zoom range: 25 to 400 % (25 - 200 % using DSPF) in 1 % increments, total 376 increments. Can calculate zoom rate when mm is specified.
Paper feed / capacity	500 x 2 sheets in 2 trays plus 100-sheet multi-bypass tray ● Using 80 g/m^2 (21 lbs. bond) weight paper
Max. paper feed / max. capacity	6,600 sheets in 4 trays (500 × 2 + 1,150 + 850) plus 100-sheet multi-bypass tray plus 3,500 sheets in large capacity tray ● Using 80 g/m^2 (21 lbs.) bond weight paper
Continuous copy	Max. 999 copies
Memory	Standard: 4 GB HDD: 320 GB ● 1 GB = One billion bytes when referring to hard drive capacity. Actual format capacity is less.
Ambient environment — Operating environment	10 °C (54 °F) to 35 °C (91 °F) (20 % to 85 % RH) 590 – 1,013 hpa
Ambient environment — Standard environment	20 °C (68 °F) to 25 °C (77 °F) (65 ± 5 % RH)
Required power supply	Local voltage ± 10 % (For the power supply requirements, see the name plate in the lower corner of the left side of the machine.) Power consumption for 100V system (US): Max.1.92kW for 200V system(EU & Australia): Max.1.84kW
Dimensions	648 mm (W) × 764 mm (D) × 960 mm (H) (25-33/64" (W) × 30-3/32" (D) × 37-51/64" (H))
Weight	Approx. 126 kg (278 lbs.)
Overall dimensions — With multi-bypass tray extended	987 mm (W) × 764 mm (D) (38-55/64" (W) × 30-3/32" (D))
Overall dimensions — With right side exit tray extended	972 mm (W) × 764 mm (D) (38-9/32" (W) × 30-3/32" (D))

Automatic Document Feeder (standard equipment)

Name		Duplex Single Pass Feeder
Document feeder types		Duplex Single Pass Feeder (DSPF)
Original paper sizes		A3 (11" × 17") to A5 (5-1/2" × 8-1/2")
Original paper types	Paper weight	Thin paper 35 g/m^2 (9 lbs.) to 49 g/m^2 (13 lbs.) Plain paper 50 g/m^2 (13 lbs.) to 128 g/m^2 (34 lbs.)
	Two-sided	50 g/m^2 (13 lbs.) to 128 g/m^2 (34 lbs.)
Paper storage capacity		150 sheets (80 g/m^2 (21 lbs.)) (or maximum stack height of 19.5 mm (50/64"))
Scan speed (copy)	B/W	85 sheets/minute (600 × 400 dpi)
	Color	51 sheets/minute (600 × 600 dpi)
		● When scanning one-sided, A4 (8-1/2" × 11") horizontal documents

Tray

Name	Stand / 1 × 500 Sheet paper tray (F1Z71A)	Stand / 2 × 500 Sheet paper tray (F1Z72A)
Paper sizes	A3 (11" × 17") to A5R (5-1/2" × 8-1/2"R)	
Usable paper	60 g/m^2 (16 lbs.) to 220 g/m^2 (59 lbs.) bond	
Paper capacity	500 sheets	500 × 2 sheets
Dimensions	615 mm (W) × 670 mm (D) × 272 mm (H) (24-39/64" (W) × 26-52/64" (D) × 10-23/32" (H))	
Weight	Approx. 18.5 kg (40.8 lbs.)	Approx. 22.9 kg (50.5 lbs.)

Large capacity tray / Stand / 2,000 sheet paper tray

Name	Large capacity 3,500-sheet tray (F1Z74A)	Stand/Large capacity 2,000-sheet tray (F1Z73A)
Paper sizes	A4 (8-1/2" × 11")	Tray 3/4: A4 (8-1/2" × 11")
Usable paper	60 g/m^2 (16 lbs.) to 105 g/m^2 (28 lbs.) bond	Tray 3/4: 60 g/m^2 (16 lbs.) bond to 105 g/m^2 (28 lbs.) bond
Paper capacity	3,500	Tray 3: 1,150 Tray 4: 850
Dimensions	370 mm (W) × 575 mm (D) × 520 mm (H) (14-9/16" (W) × 22-41/64" (D) × 20-15/32" (H))	615 mm (W) × 670 mm (D) × 272 mm (H) (24-39/64" (W) × 26-52/64" (D) × 10-23/32" (H))
Weight	Approx. 29.2 kg (64.37 lbs.)	Approx. 26 kg (57.4 lbs.)

SPECIFICATIONS

Finisher

Name	Internal Finisher (F1Z77A)	
Paper sizes	Depends on feeder specifications	
Usable paper	Paper weight	55 g/m² (13 lbs.) bond to 300 g/m² (110 lbs.) Cover
No. of trays	1	
Tray capacity (80g/m² (21 lbs.))	Non-stapled	A3 wide (12" × 18") / A3 (11" × 17") / B4 (8-1/2" × 14"): 250 sheets A4 (8-1/2" × 11") / A4R (8-1/2" × 11"R) / B5 / B5R (7-1/4" × 10-1/2"R) / A5R (5-1/2" × 8-1/2"R): 500 sheets
	Staple function	A3 (11" × 17") / B4 (8-1/2" × 14"): 30 units or 250 sheets A4 (8-1/2" × 11") / A4R (8-1/2" × 11"R) / B5 / 30 units or 500 sheets
	● Offset output is not available for A3 wide (12" × 18") / B5R (7-1/4" × 10-1/2"R) / A5R (5-1/2" × 8-1/2"R).	
Max. no. of stapled sheets (90 g/m² (24 lbs.))	Max. no. of 50 sheets (A4 (8-1/2" × 11"), A4R (8-1/2" × 11"R), B5) Max. no. of 30 sheets (A3 (11" × 17"), B4 (8-1/2" × 14"))	
Staple position	1 bottom, 1 top, 2 middle	
Required power supply	Supplied from this machine	
Weight	Approx. 12 kg (26.5 lbs.)	
Dimensions	When output paper tray is stored 428 mm (W) x 593 mm (D) x 198 mm (H) (16-55/64" (W) x 23-11/32" (D) x 7-51/64" (H)) When output paper tray is extended 623 mm (W) x 593 mm (D) x 198 mm (H) (24-17/32" (W) x 23-11/32" (D) x 7-51/64" (H))	

Saddle-stitch Finisher 4,000-sheet

Name	Saddle-stitch Finisher 4,000-sheet (F1Z79A)	
Paper sizes	Depends on feeder specifications	
Usable paper	Paper weight	55 g/m² (13 lbs.) bond to 300 g/m² (110 lbs.) Cover
No. of trays	2	
Tray capacity (80 g/m² (21 lbs.))	Upper tray Non-stapled	A3 wide (12" × 18") / A3 (11" × 17") / B4 (8-1/2" × 14") / A4R (8-1/2" × 11"R) / B5R (7-1/4" × 10-1/2"R): 650 sheets A5R (5-1/2" × 8-1/2"R): A4 (8-1/2" × 11") / B5: 1,550 sheets
	Staple function	A4 (8-1/2" × 11") / B5: 100 units or 1,550 sheets A3 (11" × 17") / B4 (8-1/2" × 14") / A4R (8-1/2" × 11"R): 50 units or 650 sheets
	Lower tray Non-stapled	A3 wide (12" × 18") / A3 (11" × 17") / B4 (8-1/2" × 14") / A4R (8-1/2" × 11"R) / B5R (7-1/4" × 10-1/2"R): 650 sheets A4 (8-1/2" × 11") / B5: 2,450 sheets A5R (5-1/2" × 8-1/2"R): 1,700 sheets
	Staple function	A4 (8-1/2" × 11") / B5: 100 units or 1,550 sheets A3 (11" × 17") / B4 (8-1/2" × 14") / A4R (8-1/2" × 11"R): 50 units or 650 sheets
	Saddle stitch tray	10 units (11 to 15 sheets), 15 units (6 to 10 sheets), 25 units (1 to 5 sheets)
	● Offset output is not available for A3 wide (12" × 18") / B5R (7-1/4" × 10-1/2"R) / A5R (5-1/2" × 8-1/2"R).	
Required power supply	Supplied from this machine	
Weight	Approx. 73 kg (160.9 lbs.)	
Dimensions	When output paper tray is stored 640 mm (W) × 641.5 mm (D) × 1100 mm (H) (24-39/64" (W) × 25-1/4" (D) × 43-19/64" (H)) When output paper tray is extended 753 mm (W) × 641.5 mm (D) × 1100 mm (H) (29-1/32" (W) × 25-1/4" (D) × 43-19/64" (H))	
Max. no. of stapled sheets (90 g/m² (24 lbs.))	Max. no. of 50 sheets (A4 (8-1/2" × 11"), B5) Max. no. of 30 sheets (A3 (11" × 17"), B4 (8-1/2" × 14"), A4R (8-1/2" × 11"R))	
Staple position	1 bottom, 1 top, 2 middle	
Staple method (for saddle stitch)	Centered fold with stapling in 2 center places	
Saddle stitch fold position	Centered fold	
Saddle usable sizes	A3 (11" × 17") / B4 (8-1/2 × 14") / A4R (8-1/2" × 11"R) / A3 wide (12" × 18")	
Saddle usable paper weight	60 g/m² (16 lbs.) to 220 g/m² (80 lbs. Cover) Paper weighting 106 g/m² (28 lbs.) to 220 g/m² (80 lbs. Cover) is only able to be used in cover mode and for single sheet fold.	
Max. no. of saddle-stitched sheets	Max. no. of 15 sheets (80 g/m² (21 lbs.)): 14 sheets (80 g/m² (21 lbs.)) + 1 sheet (220 g/m² (80 lbs. Cover)) Max. no. of 10 sheets (90 g/m² (24 lbs.)): 9 sheets (90 g/m² (24 lbs.)) + 1 sheet (220 g/m² (80 lbs. Cover))	

Saddle-stitch Finisher 1,000-sheet

Name	Saddle-stitch Finisher 1,000-sheet (F1Z78A)	
Paper sizes	Depends on feeder specifications	
Usable paper	Paper weight	55 g/m² (13 lbs.) bond to 300 g/m² (110 lbs.) Cover
No. of trays	1	
Tray capacity (80 g/m² (21 lbs.))	Upper tray Non-stapled	A3 wide (12" × 18") / A3 (11" × 17") / B4 (8-1/2" × 14") / A5R (5-1/2" × 8-1/2"R): 500 sheets A4 (8-1/2" × 11") / A4R (8-1/2" × 11"R) / B5 / B5R (7-1/4" × 10-1/2"R): 1,000 sheets
	Staple function	A3 (11" × 17") / B4 (8-1/2" × 14"): 30 units or 500 sheets A4 (8-1/2" × 11") / A4R (8-1/2" × 11"R) / B5 / B5R: 30 units or 1,000 sheets (For A4 (8-1/2" × 11"), B5, 50 sets only when stapled in a single location on the far side)
	Saddle stitch tray	10 units (11 to 15 sheets), 15 units (6 to 10 sheets), 20 units (1 to 5 sheets)
	● Offset output is not available for A3 wide (12" × 18") / A5R (5-1/2" × 8-1/2"R).	
Required power supply	Supplied from this machine	
Weight	Approx. 40 kg (88.2 lbs.)	
Dimensions	When output paper tray is stored 497 mm (W) × 631 mm (D) × 988 mm (H) (19-9/16" (W) × 24-27/32" (D) × 38-57/64" (H)) When output paper tray is extended 656 mm (W) × 631 mm (D) × 988 mm (H) (25-53/64" (W) × 24-27/32" (D) × 38-57/64" (H))	
Max. no. of stapled sheets (90 g/m² (24 lbs.))	Max. no. of 50 sheets (A4 (8-1/2" × 11"), A4R (8-1/2" × 11"R), B5, B5R) Max. no. of 25 sheets (A3 (11" × 17"), B4 (8-1/2" × 14"))	
Staple position	1 bottom, 1 top, 2 middle	
Staple method (for saddle stitch)	Centered fold with stapling in 2 center places	
Saddle stitch fold position	Centered fold	
Saddle usable sizes	A3 (11" × 17") / B4 (8-1/2 × 14") / A4R (8-1/2" × 11"R)	
Saddle usable paper weight	60 g/m² (16 lbs.) to 220 g/m² (80 lbs.) Cover Paper weighting 106 g/m² (28 lbs.) to 220 g/m² (80 lbs.) Cover is only able to be used in cover mode and for single sheet fold.	
Max. no. of saddle-stitched sheets	Max. no. of 15 sheets (80 g/m² (21 lbs.)): 14 sheets (80 g/m² (21 lbs.)) + 1 sheet (220 g/m² 80 lbs.) Cover) Max. no. of 10 sheets (90 g/m² (24 lbs.)): 9 sheets (90 g/m² (24 lbs.)) + 1 sheet (220 g/m² 80 lbs.) Cover)	

Stapler/Stacker 4,000-sheet

Name	Stapler/Stacker 4,000-sheet (large stacker) (F1Z80A)	
Paper sizes	Depends on feeder specifications	
Usable paper	Paper weight	55 g/m² (13 lbs.) bond to 300 g/m² (100 lbs). Cover
No. of trays	2	
Tray capacity (80g/m² (21 lbs. bond))	Upper tray Non-stapled	A3 wide (12" × 18") / A3 (11" × 17") / B4 (8-1/2" × 14") / A4R (8-1/2" × 11"R) / B5R (7-1/4" × 10-1/2"R): 650 sheets A5R (5-1/2" × 8-1/2"R): A4 (8-1/2" × 11") / B5: 1,550 sheets
	Staple function	A4 (8-1/2" × 11") / B5: 100 units or 1,550 sheets A3 (11" × 17") / B4 (8-1/2" × 14") / A4R (8-1/2" × 11"R): 50 units or 650 sheets
	Lower tray Non-stapled	A3 wide (12" × 18") / A3 (11" × 17") / B4 (8-1/2" × 14") / A4R (8-1/2" × 11"R) / B5R (7-1/4" × 10-1/2"R): 650 sheets A4 (8-1/2" × 11") / B5: 2,450 sheets A5R (5-1/2" × 8-1/2"R): 1,700 sheets
	Staple function	A4 (8-1/2" × 11") / B5: 100 units or 1,550 sheets A3 (11" × 17") / B4 (8-1/2" × 14") / A4R (8-1/2" × 11"R): 50 units or 650 sheets
	● Offset output is not available for A3 wide (12" × 18") / B5R (7-1/4" × 10-1/2"R) / A5R (5-1/2" × 8-1/2"R).	
Required power supply	Supplied from this machine	
Weight	Approx. 44 kg (97 lbs.)	
Dimensions	When output paper tray is stored 515 mm (W) × 645 mm (D) × 1100 mm (H) (20-9/32" (W) × 25-25/64" (D) × 43-19/64" (H)) When output paper tray is extended 645 mm (W) × 645 mm (D) × 1100 mm (H) (25-25/64" (W) × 25-25/64" (D) × 43-19/64" (H))	
Max. no. of stapled sheets (90 g/m² (24 lbs.))	Max. no. of 50 sheets (A4 (8-1/2" × 11"), B5) Max. no. of 30 sheets (A3 (11" × 17"), B4 (8-1/2" × 14"), A4R (8-1/2" × 11"R))	
Staple position	1 bottom, 1 top, 2 middle	

Punch Module (for Finisher)

Name	Punch module for F1Z77A: F1Z83A, F1Z91A, F1Z87A, F1Z82A	Punch module for F1Z80A: F2A42A, F2A43A, F2A44A, F2A45A
Paper size for punch module	A3 (11" × 17") to B5R (7-1/4" × 10-1/2"R)	
Holes	F1Z83A 2 holes, F1Z91A 3 holes F1Z87A 4 holes, F1Z82A 4 holes (wide)	F2A42A 2 holes, F2A43A 3 holes F2A44A 4 holes, F2A45A 4 holes (wide)
Required power supply	Supplied from Finisher	
Dimensions	98 mm (W) × 477 mm (D) × 137 mm (H) (3-55/64" (W) × 18-25/32" (D) × 5-13/32" (H))	115 mm (W) × 600 mm (D) × 995 mm (H) (4-39/64" (W) × 24 (D) × 39-13/16" (H))
Weight	Approx. 3 kg (6.6 lbs.)	Approx. 8 kg (17.6 lbs.)

SPECIFICATIONS

Punch Module (for Saddle-stitch Finisher)

Name	Punch module for F1Z79A	Punch module for F1Z78A
	F2A42A	F2A34A
	F2A43A	F2A35A
	F2A44A	F2A36A
	F2A45A	F2A37A
Paper size for punch module	A3 (11" × 17") to A4 (8-1/2" × 11")	
Holes	F2A42A 2 holes, F2A43A 3 holes	F2A34A 2 holes, F2A35A 3 holes
	F2A44A 4 holes, F2A45A 4 holes (wide)	F2A36A 4 holes, F2A37A 4 holes (wide)
Required power supply	Supplied from saddle finisher	
Dimensions	115 mm (W) × 600 mm (D) × 995 mm (H)	122 mm (W) × 604 mm (D) × 248 mm (H)
	(4-17/32" (W) × 23-5/8" (D) × 39-11/64" (H))	(4-13/16" (W) × 23-25/32" (D) × 9-49/64" (H))
Weight	Approx. 8 kg (17.6 lbs.)	Approx. 3.5 kg (7.7 lbs. or less)

Fax

Name	Fax Expansion kit (F2A55A)
Usable lines	General phone lines (PSTN), private branch exchange (PBX)
Scanning line density	Normal characters: 8 dot/mm × 3.85 chars/mm
	Small characters: 8 dot/mm × 7.7 line/mm
	Fine characters: 8 dot/mm × 15.4 line/mm
	High-definition: 16 dot/mm × 15.4 line/mm
Connection speed	Super G3: 33.6 kbps, G3: 14.4 kbps
Coding method	MH, MR, MMR, JBIG
Connection mode	Super G3 / G3
Original paper sizes for transmission	A3 (11" × 17") to A5 (5-1/2" × 8-1/2") (Paper with a max. length of 1,000 mm can be transmitted (one-sided and B/W only).)
Registered paper size	A3 (11" × 17") to A5 (5-1/2" × 8-1/2")
Transmission time	Approx. 2 seconds *1 (A4 (8-1/2" × 11") HP standard paper, normal characters, Super G3 (JBIG))
	Approx. 6 seconds (G3 ECM)
Memory	1 GB
Notes	Touch dial memory — Max. of 2,000 entries (Including group dialling for fax, scanner, and Internet fax)
	Entries per group — Max. of 500 entries
	Mass transmissions — Max. of 500 recipients

*1 Complies with the 33.6 kbps transmission method for Super G3 facsimiles standardized by the International Telecommunications Union (ITU-T). This is the speed for when sending an A4 (8-1/2" × 11") size piece of paper of around 700 characters at standard image quality (8 × 3.85 chars/mm) in Hi-speed mode (33.6 kbps). This is the transmission speed for image information only and does not include time for transmission control. The actual time needed for a transmission depends on the content of the text, type of receiving fax machine, and telephone line conditions.

Network Printer

Type	Built-in type
Continuous print speed	Same as continuous copy speed
Resolution	Data processing: 600 × 600 dpi, 1,200 × 1,200 dpi
	Print: 600 × 600 dpi, equivalent to 9,600 dpi × 600 dpi, 1,200 × 1,200 dpi
Page description language	Standard: PCL6 emulation, Adobe® PostScript®3™
Compatible protocols	TCP/IP (IPv4/IPv6), IPX/SPX, IPP, EtherTalk
Compatible OS	Windows XP, Windows Server 2003, Windows Vista, Windows Server 2008, Windows 7, Windows 8, Windows Server 2012
	Macintosh (Mac OS X 10.4, 10.5, 10.6, 10.7, 10.8)*
Internal fonts	80 fonts for PCL, 136 fonts for Adobe® PostScript®3™
Memory	Machine system memory and hard disk
Interface	10BASE-T/100BASE-TX/1000BASE-T, USB 2.0 (high speed mode)

Network Scanner

Type		Color scanner
Scan resolution (main × vertical)		100 × 100 dpi, 150 × 150 dpi, 200 × 200 dpi, 300 × 300 dpi, 400 × 400 dpi, 600 × 600 dpi (push scan) 50 to 9,600 dpi *1 (pull scan)
Scan speed (A4 (8-1/2" × 11"))	B/W: Color:	Duplex Single Pass Feeder (DSPF) 85 sheets/minute (200 × 200 dpi) (one-sided) 85 sheets/minute (200 × 200 dpi) (one-sided)
		● When in standard mode using HP standard paper (A4 (8-1/2" × 11") size with 6% coverage) and the auto color detector is turned off. The speed varies depending on the data volume of the original.
Interface		10BASE-T/100BASE-TX/1000BASE-T, USB 2.0 (when an external memory device is used)
Compatible protocols		TCP/IP (IPv4)
Compatible OS *2	Pull scan (TWAIN)	Windows XP, Windows Server 2003, Windows Vista, Windows Server 2008, Windows 7, Windows 8, Windows Server 2012
Output format		(B/W) TIFF, PDF, PDF/A, encrypted PDF, XPS Compression method: decompression, G3 (MH), G4 (MMR) (Grey scale/color) TIFF, JPEG, PDF, PDF/A, encrypted PDF, high compression PDF*4, XPS*3 Compression method: JPEG (high, mid, and low compression, Emphasis black letter)
Driver		TWAIN compliant

*1:   You must decrease the scan size when increasing the resolution.
*2:   There are cases when a connection cannot be established. Please contact your HP or 3rd party service and support representative.
*3:   XPS stands for XML Paper Specification.

Wireless LAN

Type	Built-in type
Compliance standards	ARIB STD-T66 (IEEE 802.11b/g) Low Power Data Communication System Standard Wireless LAN Standard Protocol IEEE802.11n/g/b
Transmission method	OFDM (IEEE 802.11n/g), DS-SS (IEEE 802.11b)
Transmission frequency range (center frequency)	IEEE802.11n/g/b:2.4GHz (1 - 13ch)
Transmission speed (value of standard) *1	IEEE802.11n max. 150 Mbps IEEE802.11g max. 54 Mbps IEEE802.11b max. 11 Mbps
Security	WEP, WPA-PSK, WPA-EAP*2, WPA2-PSK, WPA2-EAP*2

This function may not be available in some regions.
*1:   The indicated values are maximum theoretical values for the Wireless LAN Standard. The values do not indicate actual data transmission speeds.
*2:   Cannot be used in Access Point mode.

SUPPLIES

Standard supplies for this product that can be replaced by the user include paper, toner cartridges, and staple cartridges for the finisher.

Be sure to use only HP-specified products for the toner cartridges, finisher staple cartridge, and transparency film.

For best copying results, be sure to use only HP Supplies which are designed, engineered, and tested to maximize the life and performance of HP products. Look for the Supplies label on the toner package.

Storage of supplies

■ Proper storage

1. Store the supplies in a location that is:
   - clean and dry,
   - at a stable temperature,
   - not exposed to direct sunlight.
2. Store paper in the wrapper and lying flat.
3. Paper stored in packages standing up or out of the wrapper may curl or become damp, resulting in paper misfeeds.

■ Storing toner cartridges

Store a new toner cartridge box horizontally with the top side up. Do not store a toner cartridge standing on end. If stored standing on end, the toner may not distribute well even after shaking the cartridge vigorously, and will remain inside the cartridge without flowing out.

■ Staple cartridge

The finisher and saddle-stitch finisher require the following staple cartridge:

F5A43A (for finisher and saddle-stitch finisher)
Approx. 5000 per cartridge x 3 cartridges
F5A45A (for finisher)
Approx. 5000 per cartridge x 3 cartridges
F5A46A (for saddle stitch of saddle-stitch finisher)
Approx. 2000 per cartridge x 3 cartridges

Supply of spare parts and consumables

The supply of spare parts for repair of the machine is guaranteed for at least 7 years following the termination of production. Spare parts are those parts of the machine which may break down within the scope of the ordinary use of the product, whereas those parts which normally exceed the life of the product are not to be considered as spare parts. Consumables too, are available for 7 years following the termination of production.

OTHERS

Noise emission

Noise emission values

The following shows noise emission values as measured according to ISO7779.

Sound power level L_{WAd}

	F1J60A
Operating (continuous printing)	7.65 B
Standby (low power level mode)	-

Sound pressure level L_{pAm}

		F1J60A
Operating (continuous printing)	Bystander positions	58 B
Standby (low power level mode)	Bystander positions	-

NOTE:
- Operating: With options F1Z72A, F2A55A, F1Z81A.
- Standby: "-" = less than background noise.

TO THE ADMINISTRATOR OF THE MACHINE

Forwarding all transmitted and received data to the administrator (document administration function)

This function is used to forward all data transmitted and received by the machine to a specified destination (Scan to E-mail address, Scan to FTP destination, or Scan to Network Folder destination).

This function can be used by the administrator of the machine to archive all transmitted and received data.

To configure the document administration settings, click [Application Settings] and then [Document Administration Function] in the [Settings mode] (Administrator-level access privileges are required.)

NOTE:
- The format, exposure, and resolution settings of transmitted and received data remain in effect when the data is forwarded.
- When forwarding is enabled for data sent in fax mode,
  - The [Direct TX] key does not appear in the touch panel.
  - Quick online transmission and dialling using the speaker cannot be used.

Settings mode password

The administrator password is required to change the machine's settings mode. Settings mode can be changed from either the operation panel or using a computer web browser. After setting up the machine, refer to [Settings mode] in the User's Manual to set a new password.

NOTE: The same passwords are used for logging in from the operation panel and from a web browser. If the administrator changes a password, that password will be effective when logging in from both the operational panel and a web browser.

Password for logging in from a computer

There are three accounts that can log in from a web browser: "Administrator", "System Administrator" and "User". The factory default passwords for each account are shown on the below. Logging in as an "Administrator" or "System Administrator" will allow you to manage all the settings available via web browser.

(Cut along the dotted line and keep in a safe place.)

	Account	Password
User	users	users
Administrator	admin	admin
System Administrator	sysadmin	sysadmin

NOTE: Please take care not to forget newly set administrator passwords.