

LASER PRINTER

## Safety Guide

### Please read first

Please read this guide first to ensure safe use of the machine.

Before installing this product, be sure to read the "TO ENSURE SAFE USE OF THE MACHINE" and "INSTALLATION REQUIREMENTS" sections.

**CAUTIONS**

**INSTALLATION  
REQUIREMENTS**

**SUPPLIES**

**SPECIFICATIONS**

**TO THE ADMINISTRATOR  
OF THE MACHINE**

Keep this manual close at hand  
for reference whenever needed.

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

**Caution!**

For complete electrical disconnection, pull out the main plug.  
The socket-outlet should be installed near the equipment and should be easily accessible.

**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 Sharp Dealer \_\_\_\_\_

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.

Shielded interface cables must be used with this equipment to maintain compliance with EMC regulations.

**NOTE:**

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 machine contains software modules developed by Independent JPEG Group.

This product includes Adobe® Flash® technology of Adobe Systems Incorporated.  
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**Note:**

- Considerable care has been taken in preparing this manual. If you have any comments or concerns about the manual, please contact your dealer or nearest SHARP Service Department.
- 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 dealer or nearest SHARP Service Department.
- Aside from instances provided for by law, SHARP 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.

**Warranty**

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

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# 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




The  symbol indicates the need for caution. The specific matter that requires caution is indicated inside the symbol (the symbol at left indicates "caution: high temperature").



The  symbol indicates an action that is prohibited. The specific action that is prohibited is indicated inside or beside the symbol (the symbol at left indicates "disassembly is prohibited").



The  symbol indicates an action that is mandatory.



## 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 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 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 remove the machine casing.**

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



# WARNING

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

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



**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 dealer or nearest SHARP Service Department.



**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 dealer or nearest SHARP Service Department. Using the machine in this condition may result in electrical shock or fire.



**Do not insert or remove the power plug with wet hands.**

This may cause electrical shock.



**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.



 **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.**

There is a 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. There is a danger of slippage, falling, and toppling. Install the product on a flat, stable surface that can withstand the weight of the product. (Weight when various peripheral devices are installed: approx. 116.9 lbs. (53 kg))



**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.



**Do not touch the transfer belt or the transfer roller.**

Scratches or smudges on the transfer belt or the transfer roller will cause dirty prints.



**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.



**Do not throw toner, a toner container (toner cartridge), or a waste toner box into a fire.**

Toner may fly and cause burns.



**Do not install in a location with moisture or dust.**

Risk of fire and electrical shock.



**Store toner, toner containers (toner cartridges), and waste toner boxes out of the reach of children.**

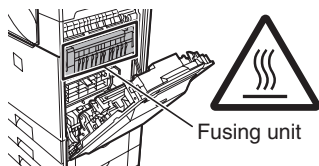


**If you find that condensation has formed on the surface of the machine or the display, open the right cover and check for condensation inside the machine. If condensation has formed inside the machine, turn off the main power. Turning on the main power when condensation has formed inside the machine may cause a failure. Leave the right cover open until the condensation evaporates naturally. To keep foreign matter from getting on the primary transfer belt unit or secondary transfer roller unit while the right cover is open, place a cover over the opening.**

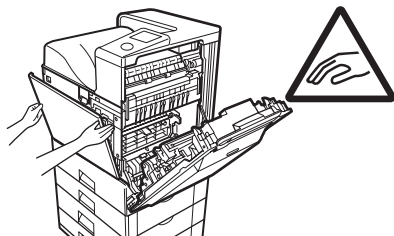


# CAUTION

The fusing unit is hot. When removing a misfeed, do not touch the fusing unit. 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.



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.



The machine is heavy. To prevent injury when moving the machine, it is recommended that it be moved by two or more persons.





The machine includes the print hold function, which stores document image data on the machine's hard drive. Stored documents can be called up and printed 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, store the original data elsewhere.

With the exception of instances provided for by law, Sharp Corporation bears no responsibility for any damages or loss due to the loss of stored document data.

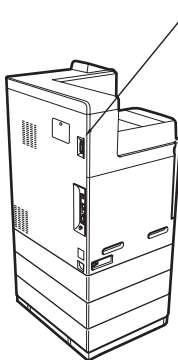
**"BATTERY DISPOSAL"**

THIS PRODUCT CONTAINS A LITHIUM PRIMARY MEMORY BACK-UP BATTERY THAT MUST BE DISPOSED OF PROPERLY. PLEASE CONTACT YOUR LOCAL SHARP DEALER OR AUTHORIZED SERVICE REPRESENTATIVE FOR ASSISTANCE IN DISPOSING OF THIS BATTERY.

This product utilizes a CR coin Lithium battery which contains a Perchlorate material. Special handling for this material may apply, California residents, See [www.dtsc.ca.gov/hazardouswaste/perchlorate/](http://www.dtsc.ca.gov/hazardouswaste/perchlorate/) Others, consult local environmental officers.

This product utilizes tin-lead solder, and fluorescent lamp containing a small amount of mercury. Disposal of these materials may be regulated due to environmental consideration. For disposal or recycling information, please contact your local authorities, the Electronics Industries Alliance: [www.eiae.org](http://www.eiae.org), the lamp recycling organization: [www.lamprecycle.org](http://www.lamprecycle.org) or Sharp at 1-800-BE-SHARP. (For U.S.A. Only)

**For North America**



Non LPS  
Do not connect to devices other than specified peripheral devices of our company.

**CAUTIONS**

**Laser information**

Wave length	790 nm ± 10 nm
Pulse times (North America and Europe)	4.1 µs ± 4.1 ns / 7 mm
Output power	Max 0.6 mW (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 1.2-2001)

For North America:

**SAFETY PRECAUTIONS**

This Digital Equipment is rated Class 1 and complies with 21 CFR 1040.10 and 1040.11 of the CDRH standards. This means that the equipment does not produce hazardous laser radiation. For your safety, observe the precautions below.

- Do not remove the cabinet, operation panel or any other covers.
- The equipment's exterior covers contain several safety interlock switches. Do not bypass any safety interlock by inserting wedges or other items into switch slots.

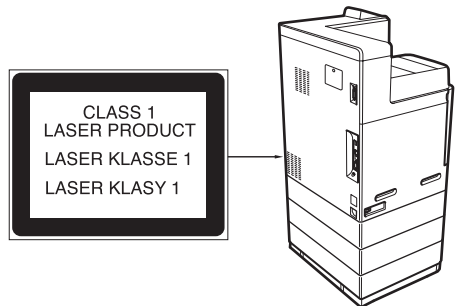
For Europe:

CLASS 1 LASER PRODUCT

LASER KLASSE 1

LUOKAN 1 LASERLAITE

KLASS 1 LASERAPPARAT



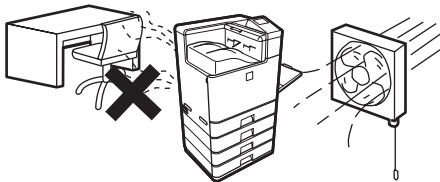
# INSTALLATION REQUIREMENTS

The performance of the machine is affected by the ambient conditions of the installation location. Do not install in the following locations:

## CAUTION:

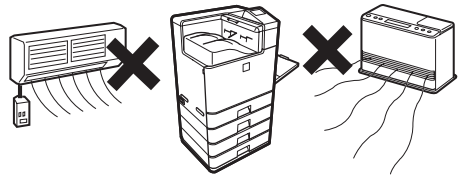
**Do not install the machine in a location with poor air circulation.**

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 printing 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.

**Do not install the machine in 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.

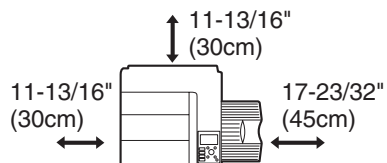
☞ Ambient environment (page 16)

If the location has an ultrasonic humidifier, use pure water 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.

Exercise care not to expose the paper exit part of the machine to wind or exhaust air. The output paper may be blown to the floor.

## 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.)

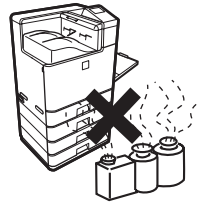


### Dusty locations



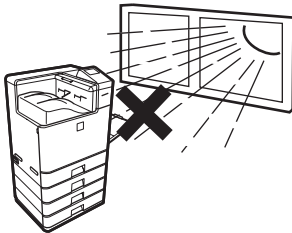
If dust enters the machine, dirty output and machine failure may result.

### Locations with ammonia gas



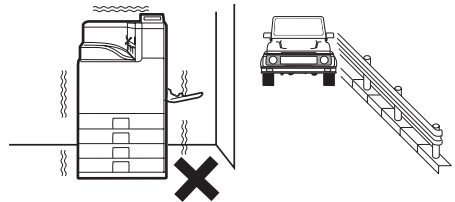
Installing the machine next to a diazo copy machine may cause dirty output.

### Locations exposed to direct sunlight



Plastic parts may become deformed and dirty output may result.

### Locations subject to vibration.



Vibration may cause failure.



**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.

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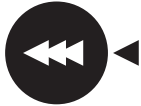
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# SUPPLIES

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 SHARP-specified products for the toner cartridges, finisher staple cartridge, and transparency film.

**SHARP.**



**GENUINE SUPPLIES**

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

## Storage of supplies

### Proper storage

1. Store the supplies in a location that is:
  - clean and dry
  - at normal temperature with minimal temperature fluctuations
  - 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 the box that contains the toner cartridge horizontally; do not store it standing up. If the toner cartridge is stored standing up, the toner may solidify inside the cartridge.

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.

### Staple cartridge

The finisher requires the following staple cartridge:

MX-SCX1 (for finisher)

Approx. 5000 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.

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# SPECIFICATIONS

## Machine specifications

<b>Name</b>	Laser Printer MX-B400P	
<b>Type</b>	Desktop	
<b>Display</b>	4.3 inch color LCD	
<b>Photoconductive type</b>	OPC drum	
<b>Printing method</b>	Electrophotographic system (laser)	
<b>Developer system</b>	Dry-type two-component magnetic brush development	
<b>Fusing system</b>	Heat rollers	
<b>Printing resolution</b>	600 x 600 dpi / 1200 x 1200 dpi	
<b>Printing gradation</b>	Equivalent to 256 levels	
<b>Printer driver type</b>	PCL5e, PCL6, PostScript 3 compatible*1, XPS*2	
<b>Supported protocols</b>	TCP/IP, IPX/SPX, NetBEUI, EtherTalk	
<b>Supported client PC operating systems</b>	See "VERIFYING SYSTEM REQUIREMENTS" in the Software Setup Guide.	
<b>Fonts</b>	PCL5e, PCL6	80 European fonts, 28 barcode fonts*3, 1 bitmap font
	PostScript 3 compatible*1	136 European fonts
<b>Interface port</b>	LAN connectivity: 10Base-T / 100Base-TX / 1000Base-T USB connectivity: Supports USB 2.0 (Hi speed)*4	
<b>Memory</b>	Standard system memory	512 MB
	Expansion memory	1 GB*5
<b>Print area</b>	Entire page excluding margin of 11/64" (4.2 mm) at each edge. The actual print area may vary depending on the printer driver and the software application.	

\*1 When the machine is used as a PostScript printer.

\*2 When the XPS expansion kit is installed.

\*3 Barcode font kit is required.

\*4 Supported operating systems are Windows 2000 / Server 2003 / XP / Vista / Server 2008 / 7.

\*5 To install the XPS expansion kit, an expansion memory board is required.

## Machine specifications (Continued)

<b>Warm-up time*1</b>	90 seconds or less
<b>First-print time*2</b>	8.0 seconds or less
<b>Tray 1</b>	<p>Paper sizes: 8-1/2" x 14", 8-1/2" x 13-1/2", 8-1/2" x 13-2/5", 8-1/2" x 13", 8-1/2" x 11", 7-1/4" x 10-1/2", 5-1/2" x 8-1/2", A4, B5, A5, 16K (Includes automatic paper size detection function.)</p> <p>Paper weight: Plain paper (16 lbs. to 28 lbs. (60 g/m<sup>2</sup> to 105 g/m<sup>2</sup>))</p> <p>Paper capacity: Plain paper (21 lbs. (80 g/m<sup>2</sup>)) 500 sheets</p> <p>Paper types: SHARP-recommended plain paper, recycled paper and colored paper</p>
<b>Bypass tray</b>	<p>Paper sizes: 8-1/2" x 14", 8-1/2" x 13-1/2", 8-1/2" x 13-2/5", 8-1/2" x 13", 8-1/2" x 11", 7-1/4" x 10-1/2", 5-1/2" x 8-1/2", envelopes, A4, B5, A5, 16K (Includes automatic paper size detection function. Paper sizes from 3-15/16" x 5-53/64" (100 mm x 148 mm) to 8-33/64" x 14-1/64" (216 mm x 356 mm) can be entered.)</p> <p>Paper weights: Thin paper (15 lbs. to 16 lbs. (55 g/m<sup>2</sup> to 59 g/m<sup>2</sup>)), plain paper (16 lbs. to 28 lbs. (60 g/m<sup>2</sup> to 105 g/m<sup>2</sup>)), heavy paper (28 lbs. bond to 110 lbs. index (106 g/m<sup>2</sup> to 209 g/m<sup>2</sup>))</p> <p>Paper capacity: Standard paper 100 sheets</p> <p>Paper types: SHARP-recommended plain paper, recycled paper, colored paper, heavy paper, thin paper, transparency film, and envelopes (Monarch, Com-10, DL, C5)</p>

\*1 Warm-up time may vary depending on some environments.

\*2 First print time may vary depending on the status of the machine.

## Machine specifications (Continued)

<p><b>Duplex module</b></p>	<p>Paper sizes: 8-1/2" x 14", 8-1/2" x 13-1/2", 8-1/2" x 13-2/5", 8-1/2" x 13", 8-1/2" x 11", 5-1/2" x 8-1/2", A4, B5, A5, 16K Paper weight: Plain paper (16 lbs. to 28 lbs. (60 g/m<sup>2</sup> to 105 g/m<sup>2</sup>)) Paper types: SHARP-recommended plain paper, recycled paper, and colored paper</p>
<p><b>Output tray (Center tray)</b></p>	<p>Output method: Face-down output Output capacity: 250 sheets (using SHARP-recommended 8-1/2" x 11" or A4 paper) (The maximum number of sheets that can be held varies depending on ambient conditions in the installation location, the type of paper, and the storage conditions of the paper.) Tray full sensor: Yes</p>
<p><b>Interface port</b></p>	<p>LAN connectivity: 10Base-T / 100Base-TX / 1000Base-T USB connectivity: Type A connector supports USB 2.0 (Hi speed)* Compatibility requirements of USB 2.0 Memory Capacity: Max. 32 GB Disk Format: FAT32 only Type B connector supports USB 2.0 (Hi speed)</p>

\* Type A connectors are located on the front and back right of the machine (two connectors); however, the connectors cannot be used simultaneously. The connector on the back of the machine is not initially available for use. If you wish to use the connector, contact your service assistance.



## Machine specifications (Continued)

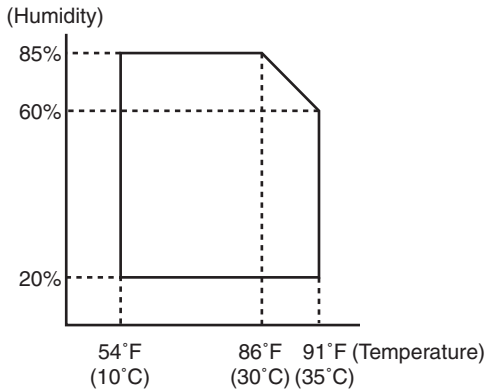
<b>Required power supply</b>	AC 120 V $\pm$ 10% 60 Hz
<b>Power consumption</b>	1.44 kW
<b>Dimensions</b>	22-3/64" (W) x 17-1/4" (D) x 24-1/64" (H) (560 mm (W) x 438 mm (D) x 610 mm (H))
<b>Weight</b>	Approx. 81.6 lbs. (37 kg)
<b>Overall dimensions</b>	34-11/64" (W) x 17-1/4" (D) (868 mm (W) x 438 mm (D)) (when bypass tray is extended)

## Continuous printing speeds\*

<b>Print ratio</b>	100% / Reduced / Enlarged
<b>8-1/2" x 11", 7-1/2" x 10"-1/2"</b>	40 pages/min.
<b>A4, B5, 16K</b>	38 pages/min.

\* Print speed during output of the second print and following prints when performing continuous one-sided printing of the same page (excluding offset output) using plain one-sided paper from a tray other than the bypass tray.

## Ambient environment



## Acoustic noise emission (measurement according to ISO7779)

Sound power level L <sub>WA</sub>		
<b>Printing mode (continuous printing)</b>		6.8 B
<b>Standby mode</b>		4.7 B
Sound pressure level L <sub>pA</sub> (actual measurement)		
<b>Printing mode</b>	<b>Bystander positions</b>	55 dB (A)
	<b>Operator positions</b>	59 dB (A)
<b>Standby mode</b>	<b>Bystander positions</b>	33 dB (A)
	<b>Operator positions</b>	35 dB (A)

## Chemical emission (measured according to RALUZ122: Edition Jun. 2006)

<b>Ozone</b>	1.5 mg/h or less
<b>Dust</b>	4.0 mg/h or less
<b>Styrene</b>	1.0 mg/h or less
<b>Benzene</b>	less than 0.05 mg/h
<b>TVOC (Printing)</b>	10 mg/h or less
<b>TVOC (Pre-Operating)</b>	1 mg/h or less

## 500-sheet paper feed unit specifications

Model	MX-CSX1 (tray 2)	MX-CSX2 (tray 3, tray 4)
<b>Paper sizes</b>	8-1/2" x 14", 8-1/2" x 13-1/2", 8-1/2" x 13-2/5", 8-1/2" x 13", 8-1/2" x 11", 7-1/4" x 10-1/2", 5-1/2" x 8-1/2"* , A4, B5, A5*, 16K	
<b>Paper weight</b>	Plain paper (16 lbs. to 28 lbs. (60 g/m <sup>2</sup> to 105 g/m <sup>2</sup> ))	
<b>Paper capacity</b>	500 sheets (21 lbs. (80 g/m <sup>2</sup> )) x 1 tray	
<b>Paper types</b>	SHARP-recommended plain paper, recycled paper, and colored paper	
<b>Automatic paper size detection</b>	When "Auto-Inch" detection is selected: 8-1/2" x 14", 8-1/2" x 11", 7-1/4" x 10-1/2", 5-1/2" x 8-1/2"* When "Auto-AB" detection is selected: A4, B5, A5*, 216 mm x 330 mm (8-1/2" x 13")	
<b>Power supply</b>	Supplied from the machine	
<b>Dimensions</b>	21-1/16" (W) x 17-1/4" (D) x 4-13/32" (H) (535 mm (W) x 438 mm (D) x 112 mm (H)) (not including adjuster)	21-1/16" (W) x 17-1/4" (D) x 4-21/64" (H) (535 mm (W) x 438 mm (D) x 110 mm (H)) (not including adjuster)
<b>Weight</b>	Approx. 15.0 lbs. (6.8 kg)	Approx. 12.3 lbs. (5.6 kg)

\* Only MX-CSX1 can be used.

## Finisher specifications

<b>Model</b>	MX-FN12	
<b>Paper sizes</b>	8-1/2" x 14", 8-1/2" x 13-1/2", 8-1/2" x 13-2/5", 8-1/2" x 13", 8-1/2" x 11", 7-1/4" x 10-1/2", 5-1/2" x 8-1/2", envelopes, A4, B5, A5, 16K	
<b>Paper weight</b>	Thin paper (15 lbs. to 16 lbs. (55 g/m <sup>2</sup> to 59 g/m <sup>2</sup> )) plain paper (16 lbs. to 28 lbs. (60 g/m <sup>2</sup> to 105 g/m <sup>2</sup> )) heavy paper (28 lbs. bond to 110 lbs. index (106 g/m <sup>2</sup> to 209 g/m <sup>2</sup> ))	
<b>Modes</b>	Non-sort, offset sort, staple sort	
<b>Allowed paper sizes for offset</b>	8-1/2" x 14", 8-1/2" x 13-1/2", 8-1/2" x 13-2/5", 8-1/2" x 13", 8-1/2" x 11", 7-1/4" x 10-1/2", A4, B5, 16K	
<b>Offset distance</b>	1" (25 mm)	
<b>Tray capacity*1</b>	<p>Non-stapling*2: 280 sheets (20 lbs. to 24 lbs. (75 g/m<sup>2</sup> to 90 g/m<sup>2</sup>)) (8-1/2" x 14", 8-1/2" x 13-1/2", 8-1/2" x 13-2/5", 8-1/2" x 13", 8-1/2" x 11", 7-1/4" x 10-1/2", A4, B5, 16K)</p> <p>150 sheets (20 lbs. to 24 lbs. (75 g/m<sup>2</sup> to 90 g/m<sup>2</sup>)) (5-1/2" x 8-1/2", A5)</p>	<p>Stapling*3: 2 to 10 sheets per set: 30 sets 11 to 30 sheets per set: 10 sets (8-1/2" x 14", 8-1/2" x 13-1/2", 8-1/2" x 13-2/5", 8-1/2" x 13", 8-1/2" x 11", 7-1/4" x 10-1/2", A4, B5, 16K)</p>
<b>Power supply</b>	Supplied from the machine	
<b>Dimensions</b>	<p>When tray is folded up: 18-45/64" (W) x 13-7/64" (D) x 6-7/32" (H) (475 mm (W) x 333 mm (D) x 158 mm (H))</p> <p>When tray is extended: 20-19/32" (W) x 13-7/64" (D) x 6-7/32" (H) (523 mm (W) x 333 mm (D) x 158 mm (H))</p>	
<b>Weight</b>	Approx. 19.8 lbs. (9 kg)	
Stapler section		
<b>Allowed paper sizes for stapling</b>	8-1/2" x 14", 8-1/2" x 13-1/2", 8-1/2" x 13-2/5", 8-1/2" x 13", 8-1/2" x 11", 7-1/4" x 10-1/2", A4, B5, 16K (Stapling at one position at front of paper.)	

## Finisher specifications (Continued)

<b>Maximum number of sheets for stapling*3</b>	30 sheets
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- \*1 The maximum number of sheets that can be held varies depending on ambient conditions in the installation location, the type of paper, and the storage conditions of the paper.
- \*2 Up to 20 envelopes can be output.
- \*3 The maximum number of sheets for stapling assumes a paper weight of 24 lbs. (90 g/m<sup>2</sup>) and includes two cover sheets of 28 lbs. bond to 110 lbs. index (106 g/m<sup>2</sup> to 209 g/m<sup>2</sup>).

**Note:**  
Special media such as transparency film and label sheets cannot be stapled.

Administrator

Name:

Contact at:



Information that the administrator of the machine requires is printed on the back of this page.

(Separate this page from the manual and keep it in a safe place. In addition, fill in the name of the administrator and the administrator's contact information in the left hand margin.)

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# TO THE ADMINISTRATOR OF THE MACHINE

(Separate this page from the manual and keep it in a safe place.)

## Factory default passwords

When accessing the system settings, the administrator password is required to log in with administrator rights. The system settings can be configured in the Web pages as well as on the operation panel. To access the system settings using the Web pages, a password is also required.

## Factory default administrator password

**Factory default setting: admin**

Store a new administrator password as soon as the machine is installed. Once the administrator password has been changed, the new password is required to restore the factory default password. Take care to remember the new password.

## Factory default passwords (Web pages)

There are two factory default accounts: "Administrator" and "User". A person who logs in as an "Administrator" can configure all settings in the Web pages. In addition, an administrator can restrict access to other settings by enabling "User" accounts.

The factory default passwords are shown below.

	Factory default account	Factory default password
User	users	users
Administrator	admin	admin





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