



# **TOSHIBA**

Toshiba e-STUDIO203 Operator's Manual

Toshiba multifunctional digital system operator's manual



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See also: [Service Handbook](#) , [Service Manual](#)



**TOSHIBA** MULTIFUNCTIONAL DIGITAL SYSTEMS

# Operator's Manual

**TOSHIBA**

# for Copying Functions

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## Related Manuals for Toshiba e-STUDIO203

[All in One Printer Toshiba e-studio166 Service Handbook](#)

Multifunctional digital systems (237 pages)

[Mfp Toshiba e-STUDIO163 Service Manual](#)

Multifunctional digital systems (236 pages)

[All in One Printer Toshiba e-STUDIO163 Service Handbook](#)

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[All in One Printer Toshiba E-Studio 163 Service Manual](#)

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[All in One Printer Toshiba e-STUDIO163 Specifications](#)

Toshiba digital copier/printer/scanner owner's manual (2 pages)

[All in One Printer Toshiba e-studio202s Spesifications](#)

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[All in One Printer Toshiba e-STUDIO203S Online Manual](#)

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[All in One Printer Toshiba e-STUDIO200L Service Manual](#)

Multifunctional digital systems (354 pages)

[All in One Printer Toshiba e-STUDIO230L Service Handbook](#)

(758 pages)

[All in One Printer Toshiba e-STUDIO202L Scanning Manual](#)

(148 pages)

## Summary of Contents for Toshiba e-STUDIO203

[Page 1](#) MULTIFUNCTIONAL DIGITAL SYSTEMS Operator's Manual for Copying Functions...

[Page 2](#) TOSHIBA dealer. NERGY TAR is a U.S. registered mark. NERGY TAR ® (MFD) NERGY TAR programme guidelines, TOSHIBA recommends the following recycled NERGY TAR Partner, the TOSHIBA NERGY TAR guidelines for energy TAR copiers to have a 'Sleep mode'...

### [Page 3: Notice To Users](#)

CE marking is the responsibility of TOSHIBA TEC GERMANY IMAGING SYSTEMS GmbH, Carl-Schurz-Str. 7, 41460 Neuss, Germany, phone +49-(0)-2131-1245-0. For a copy of the related CE Declaration of Conformity please contact your dealer or TOSHIBA TEC. For Germany only Machine Noise Information Ordinance 3.

[Page 4](#) Following information is for EU-member states only: The use of the symbol indicates that this product may not be disposed as unsorted municipal waste and has to be collected separately. By ensuring this product is disposed of correctly, you will help prevent potential negative consequences for the environment and human health, which could otherwise be caused by inappropriate waste handling of this product.

### [Page 5: Lineup Of Our Manuals](#)

Lineup of Our Manuals Thank you for purchasing the TOSHIBA multifunctional digital systems e-STUDIO163/203. We have provided you with these manuals for the operation of this equipment. Select and read the manual best suited to your needs. To read manuals in PDF (Portable Document Format) files Viewing and printing this operator's manual in PDF files require that you install Adobe Reader or...

### [Page 6: Before Reading This Manual](#)

Before Reading This Manual This operator's manual describes the following: How to use this equipment How to inspect and carry out maintenance on this equipment How to remedy mechanical and copying problems Precautions in this manual To ensure correct and safe use of this equipment, this operator's manual describes safety precautions according to the three levels shown below.

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[Page 8](#) Before Reading This Manual...

### [Page 9: Table Of Contents](#)

Contents Notice to Users ...1 Lineup of Our Manuals...3 Before Reading This Manual ...4 TOSHIBA Quality is Second to None...11 Features of e-STUDIO163/203 ...13 General Precautions...14 Disclaimer Notice ... 19 Chapter 1 PREPARATION Description of Each Component...22 Front / Right side ...22 Left side / Inner side ...23...

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[Page 11](#) Chapter 7 SPECIFICATIONS AND OPTIONS e-STUDIO163/203 Specifications ...106 Specifications of Options ...108 Packing List ...109 Index...111 Contents...

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### [Page 13: Toshiba Quality Is Second To None](#)

TOSHIBA Quality is Second to None Recommended toner cartridges To assure optimal printing performance, we recommend that you use TOSHIBA toner cartridges. If you use a TOSHIBA-recommended toner cartridge, you can utilize the following two check functions of this equipment: Cartridge detecting function: This function checks if the toner cartridge is correctly installed and notifies you if it is not.

### [Page 14: High Productivity](#)

Genuine TOSHIBA supplies are designed to provide consistently stable image output. Copier Friendly Supplies Genuine TOSHIBA supplies are designed to help to keep the equipment and all its parts in trouble-free working order. Reduction of machine wear is due to TOSHIBA's

intimate knowledge of the equipment's characteristics ensuring the highest standard of care.

### [Page 15: Features Of E-Studio163/203](#)

\*4 Electronic sorting is a function to have the copies exit and be sorted into the same page order as that of the originals in each set. and that of the e-STUDIO203 is 20 copies per minute is realized with the Expansion Memory.

### [Page 16: General Precautions](#)

General Precautions When installing or moving Warning This equipment requires 220 to 240 V AC, 8 A 50/60 Hz electric power. Do not use a power supply with a voltage other than that specified. Avoid multiple connections in the same outlet. This could cause a fire or give you an electric shock.

[Page 17](#) Caution Avoid placing the equipment in a place unsuitable for its weight and also make sure the surface is level. Remember that if the equipment falls over, serious injuries could result. Weight of the equipment: approx. 33.7 kg. When removing the plug from the outlet, do not pull the power cable. Always hold the plug when removing it from the outlet.

[Page 18](#) When using the equipment Warning Do not take off the cover of the equipment; otherwise you could be injured or get an electric shock. Do not remove or connect the plug with wet hands, as this could give you an electric shock. Do not place any container with liquid (flower vases, coffee cups, etc.) on or near the equipment.

[Page 19](#) Position of Certification label, etc. Warning label Warning for high-temperature areas (fuser unit) Explanatory label Identification label Warning for high-temperature areas (ventilation holes) General Precautions...

### [Page 20: During Maintenance Or Inspection](#)

Other points Do not turn the power OFF with jammed paper left inside the equipment. This could cause malfunctions when the main switch is turned ON next time. Be sure to turn the power OFF when leaving the office or if there is a power failure. Be careful because the paper exit area and paper just after exiting are hot.

### [Page 21: Disclaimer Notice](#)

Products. 3. TOSHIBA TEC CORPORATION shall not be liable for any loss, cost, expense, claim or damage whatsoever caused by any of the following: (a) use or handling of the Product otherwise than in accordance with the manuals, including but not limited to Operator's Manual, User's Guide, and/or incorrect or careless handling or...

[Page 22](#) Disclaimer Notice...

[Page 23](#) This chapter describes what you need to know before using this equipment, such as how to turn the power ON or how to set copy paper. Description of Each Component ...22 Front / Right side...22 Left side / Inner side...23 Configuration of options ...25 Control panel...26 Preparation 1 - Turning Power ON...29...

### [Page 24: Chapter 1 Preparation](#)

1 PREPARATION Description of Each Component Front / Right side 1. Platen Cover Place an original on the original glass and start copying with this cover closed. 2. Automatic Document Feeder (optional, MR-2017) A stack of originals placed on this are scanned one sheet after another. Maximum 100 sheets (or stack height 16 mm) of originals can be placed in one go.

### [Page 25: Left Side / Inner Side](#)

9. Drawer Maximum 250 sheets of plain paper can be placed in one go. 10. Front cover Open this cover when you replace the toner cartridge. P.90 "Replacing Toner Cartridge" Left side / Inner side 1. Original glass Use this to copy three-dimensional originals, book-type originals and special paper such as overhead transparencies or tracing paper, as well as plain paper.

[Page 26](#) 1 PREPARATION 7. USB terminal (4-pin) With this terminal, the equipment can be connected to your PC using a commercially available USB cable. Use a USB2.0 Hi-Speed certified cable: USB cable supporting the USB2.0 Hi-Speed mode (480 Mbps of transfer speed) certified by the USB Implementers Forum. Connect the equipment with a PC directly by the USB

cable.

## [Page 27: Configuration Of Options](#)

Configuration of options The options listed below are available. Contact your service technician or service representative for the details. Automatic Document Feeder (MR-2017) Platen Cover (included) (KA-1640PC) Expansion Memory (GC-1240) Main body Paper Feed Unit (MY-1027) Description of Each Component...

## [Page 28: Control Panel](#)

1 PREPARATION Control panel 1. [SORT] button/lamp Use this to use the sorting function. P.69 "Copying in Same Page Order as Originals - Sort Copying -" The sorting functions are available only when originals are placed on the Automatic Document Feeder (optional, MR-2017).

[Page 29](#) 6. LED display Use this to display the number of copies set. The reproduction ratio appears here when the copy qty. / zoom display selecting button (7) is pressed. 7. Copy qty. / zoom display selecting button/lamp The display of (6) is switched between copy quantity and reproduction ratio each time you press this button.

[Page 30](#) 1 PREPARATION 17. [DRAWER] button/lamps Use this button to select a drawer or the bypass tray to be used as a paper source. The lamp of the paper source currently selected is lit. The lamp blinks when the selected drawer or tray is running out of paper.

## [Page 31: Preparation 1 - Turning Power On](#)

Preparation 1 - Turning Power ON Turning power ON Open the power switch cover, and then press the power switch to " " (ON) side. The equipment starts warming itself up. The warm-up time takes approx. 25 seconds. When the warm-up has finished, the [START] lamp is lit to show that the equipment is ready for copying.

## [Page 32: Saving Energy When Not In Use - Energy Saving Mode](#)

1 PREPARATION Saving energy when not in use - Energy saving mode - To reduce power consumption, the equipment automatically enters into the energy saving mode when a specified period of time has passed since its last use. You can also turn the equipment into this mode manually.

## [Page 33: Preparation 2 - Placing Copy Paper](#)

\*3 Be sure to use the overhead transparencies that TOSHIBA recommends. When transparencies other than the TOSHIBA-recommended ones are used, this could cause an equipment malfunction.

## [Page 34: Recommended Paper](#)

1 PREPARATION Recommended paper To ensure the best copy performance, TOSHIBA recommends the paper types listed below. If you want to use paper other than that we recommend, contact your service technician. Media type Plain paper THICK PAPER 1 THICK PAPER 2...

## [Page 35: Placing Paper In Drawers](#)

Placing paper in drawers Follow the procedure below to place copy paper in the drawer. For the acceptable paper, see the following page: P.31 "Acceptable media types" Turn the power of the equipment ON. Pull out the drawer carefully. Pull out the drawer until it comes to a stop. Press down the paper plate.

[Page 36](#) 1 PREPARATION Pull out the trailing guide (A), and then reinstall the guide at the position of the desired paper size. The paper size is indicated on the bottom inner surface of the drawer. While pushing the green knob of the side guides fully, widen the gap between them.

[Page 37](#) Place paper in the drawer. The maximum number of sheets can be placed in one go is 250 (80 g/m that the stack height of paper is not higher than the line indicated at the inner side of the guide. P.31 "Acceptable media types"...

[Page 38](#) 1 PREPARATION Be sure that the stack of paper fits completely under the latches of the side guides. Change the paper size indicator to match the size of paper placed. Push the

drawer straight into the equipment slowly until it comes to a stop.

### [Page 39: Preparation 3 - Registering Size Of Paper Placed](#)

Preparation 3 - Registering Size of Paper Placed When you place paper in a drawer for the first time or when you place paper whose size is different from that of the paper which has been placed in the drawer, the new paper size needs to be registered into the equipment.

### [Page 40: Registering Other Standard Sizes](#)

1 PREPARATION Press the [COPY] button several times until the lamp of the paper size you placed in the drawer is lit. If the [FUNCTION CLEAR] button is pressed at this step, the size is not registered and the equipment will return to its normal status. Press the [START] button.

[Page 41](#) In this section, LT size is registered in the drawer of the equipment as an example. Press and hold the [COPY] and [DRAWER] buttons simultaneously for more than two seconds. "Fnc" appears on the LED display. Press the [DRAWER] button several times until the lamp of the drawer in which you placed paper is lit.

[Page 42](#) 1 PREPARATION Key in the code number of the paper placed in the drawer. e.g.) Placing LT size (= code number "10") If the [FUNCTION CLEAR] button is pressed at this step, the size is not registered and the equipment will return to its normal status. Press the [START] button.

[Page 43](#) This chapter describes basic copy operations. Placing Originals...42 Acceptable originals ...42 Placing originals on the original glass ...43 Placing booklet-type originals such as books or catalogues...44 Using Automatic Document Feeder (optional) ...45 Placing originals on Automatic Document Feeder (optional) ...46 Making Copies...47 Stopping/Resuming copying...48 Interrupting copying and making another copy - Interrupt copy -...49...

### [Page 44: Chapter 2 How To Make Copies](#)

2 HOW TO MAKE COPIES Placing Originals Acceptable originals Booklets, three-dimensional objects and some types of special media can be placed on the original glass, as well as plain paper. When the Automatic Document Feeder (optional) is used, a stack of plain paper originals can be automatically scanned one by one.

### [Page 45: Placing Originals On The Original Glass](#)

Placing originals on the original glass Plain paper or some special media types which are not acceptable for the Automatic Document Feeder (optional), such as overhead transparencies or tracing paper, should be placed on the original glass. Do not place heavy objects (4 kg or more) and do not press on it with force. Breaking the glass could injure you.

### [Page 46: Placing Booklet-Type Originals Such As Books Or Catalogues](#)

2 HOW TO MAKE COPIES Placing booklet-type originals such as books or catalogues Place a book-type original on the original glass. Do not place heavy objects (4 kg or more) and do not press on it with force. Breaking the glass could injure you. Raise the Platen Cover or the Automatic Document Feeder (optional).

### [Page 47: Using Automatic Document Feeder \(Optional\)](#)

Using Automatic Document Feeder (optional) When a stack of originals are placed on the Automatic Document Feeder (optional), the originals are automatically scanned one by one. The following types of originals are available: Media types Maximum size Plain paper 297 mm x 432 mm Some media types may not be used.

### [Page 48: Placing Originals On Automatic Document Feeder \(Optional\)](#)

2 HOW TO MAKE COPIES Placing originals on Automatic Document Feeder (optional) Align all the originals. Place them face up and align the side guides to the original length. The top sheet of the originals will be scanned first. The total sheets of originals placed must not exceed 100 (50 to 80 g/m height of the originals must not exceed 16 mm regardless of their sizes.

### [Page 49: Making Copies](#)

Making Copies Follow the procedure below to make copies. The reproduction ratio or density of the copied image can be set. See the following page for the details: P.59 "COPYING FUNCTIONS"

Check if paper is placed in the drawer. For the acceptable types and sizes of paper, see the following pages: P.31 "Acceptable media types"...

### [Page 50: Stopping/Resuming Copying](#)

2 HOW TO MAKE COPIES When the number of sheets exiting has exceeded 250 To prevent exiting paper from falling off the receiving tray, the equipment causes copying to pause when approx. 250 sheets of paper have continuously exited. At this time the [START] lamp is lit and the [FUNCTION CLEAR] lamp blinks on the control panel.

### [Page 51: Interrupting Copying And Making Another Copy - Interrupt Copy](#)

Interrupting copying and making another copy - Interrupt copy - You can interrupt scanning or copying of one job and make another copy job (= interrupt copy- ing). The copy quantity or functions applied to the interrupted job are stored in the memory of this equipment, so that you will not need to set them again when the interrupted job resumes.

### [Page 52: Using Bypass Tray](#)

\*3 Be sure to use the overhead transparencies that TOSHIBA recommends. When transparencies other than the TOSHIBA-recommended ones are used, this could cause an equipment malfunction.

### [Page 53: Preparation - Registering Paper Size Placed On Bypass Tray](#)

Preparation - Registering paper size placed on bypass tray Register the size of the paper into the equipment in advance. The registration procedure for other paper sizes is different from the standard sizes (A3, A4, A4- R, A5-R and B4). P.52 "Registering other standard sizes"...

[Page 54](#) 2 HOW TO MAKE COPIES Press the [COPY] button several times until the lamp of the paper size you placed on the bypass tray is lit. If the [FUNCTION CLEAR] button is pressed at this step, the size is not registered and the equipment will return to its normal status.

[Page 55](#) In this section, the registration procedure is described with LT size paper placed on the bypass tray as an example. Press and hold the [COPY] and [DRAWER] buttons simultaneously for more than two seconds. "Fnc" appears on the LED display. Press the [DRAWER] button several times until the lamp of the bypass tray is lit.

[Page 56](#) 2 HOW TO MAKE COPIES Key in the code number of the paper placed on the bypass tray. e.g.) Placing LT size (= code number "10") If the [FUNCTION CLEAR] button is pressed at this step, the size is not registered and the equipment will return to its normal status.

### [Page 57: Bypass Copying On Standard Size Paper](#)

Bypass copying on standard size paper Standard size paper can be used for bypass copying. In this section, the procedure is described with A4 size thick paper (90 g/m Register the size of the paper into the equipment in advance. P.51 "Preparation - Registering paper size placed on bypass tray"...

[Page 58](#) 2 HOW TO MAKE COPIES Check if the lamp of the paper size placed on bypass tray is lit. If not, press the [COPY] button several times until the lamp of the desired paper size is lit. Press the media type setting button until the lamp of the media type placed on the bypass tray is lit.

[Page 59](#) Select the other copy modes as required, and then press the [START] button. Copying starts. When you make copies on overhead transparencies using the bypass tray, pick up the transparencies which have exited onto the receiving tray one by one. If the transparencies pile up, they may become curled and not be good for projection.

[Page 60](#) 2 HOW TO MAKE COPIES Using Bypass Tray...

[Page 61](#) This chapter describes various functions related to copy operations, such as how to make enlargement or reduction copies, or how to adjust the quality of copy images. Default Settings...60 Paper Selection ...61 Automatic paper selection (APS) ...61 Manual paper selection ...62 Zooming In/Out Copy Image ...64 Automatic magnification selection (AMS)...64 Specifying

both the sizes of the original and the copy paper ...66...

### [Page 62: Default Settings](#)

3 COPYING FUNCTIONS Default Settings Initial settings established when the equipment is powered on before any of the user functions are changed are called default settings. Each setting returns to its default when the power is turned ON, when the energy saving mode is cancelled, and when the [FUNCTION CLEAR] button is pressed.

### [Page 63: Paper Selection](#)

Paper Selection You can select the size of copy paper in two ways; one is automatic paper selection in which the equipment automatically selects copy paper of the same size as the original, and the other is manual paper selection in which you can select the desired paper size manually. Automatic paper selection (APS): The equipment detects the size of the original placed and automatically selects copy paper of the same size as the original.

### [Page 64: Manual Paper Selection](#)

3 COPYING FUNCTIONS Press the APS/AMS selecting button and select APS. (The APS lamp is lit.) When the Automatic Document Feeder (optional) is not installed, the APS/AMS selecting button is not enabled. Select the other copy modes as required, and then press the [START] button.

[Page 65](#) Press the [DRAWER] button several times until the lamp of the desired drawer is lit. e.g.) Selecting the drawer of the equipment Select the other copy modes as required, and then press the [START] button. Paper Selection...

### [Page 66: Zooming In/Out Copy Image](#)

3 COPYING FUNCTIONS Zooming In/Out Copy Image You can set the reproduction ratio of the copy image in the following three ways: Automatic magnification selection (AMS): Specify the size of the copy paper in advance. As the original is placed, the equipment then detects the size of the original and sets the reproduction ratio most suited to the size of copy paper automatically.

[Page 67](#) Place paper in the drawer. Press the [COPY] button several times until the lamp of the desired paper size is lit. e.g.) Selecting A4 size You can select the desired paper size with the [DRAWER] button in the same procedure. Press the APS/AMS selecting button until the AMS lamp is lit.

### [Page 68: Specifying Both The Sizes Of The Original And The Copy Paper](#)

3 COPYING FUNCTIONS Specifying both the sizes of the original and the copy paper Place paper in the drawer. Place the original. Press the [ORIGINAL] button several times until the lamp of the desired original size is lit. e.g.) Selecting B4 for the original Press the [COPY] button several times until the lamp of the desired paper size is lit.

### [Page 69: Specifying Reproduction Ratio Manually](#)

Specifying reproduction ratio manually Place paper in the drawer. Place the original. Press the Copy qty. / zoom display selecting button. The reproduction ratio appears on the LED display. Press the desired reproduction ratio appears. One press of each button increases or decreases the reproduction ratio by 1%. When you keep pressing either of them, the reproduction ratio also keeps changing.

[Page 70](#) 3 COPYING FUNCTIONS Press the [COPY] button several times until the lamp of the desired paper size is lit. e.g.) Selecting A4 for copy paper You can select the desired paper size with the [DRAWER] button in the same procedure.

### [Page 71: Copying In Same Page Order As Originals - Sort Copying](#)

Copying in Same Page Order as Originals - Sort Copying - When you make several sets of copies, the copies can be made to exit in the same order as the originals in each set. This is called sort copying. You can use this function only when the originals are placed on the Automatic Document Feeder (optional).

### [Page 72: Selecting Image Mode](#)

3 COPYING FUNCTIONS Selecting Image Mode You can select the most suitable quality of the

copied image in the following three modes depending on the originals: TEXT/PHOTO: Originals with text and photographs mixed PHOTO: Originals with photographs TEXT: Originals with text only or with text and fine illustrations only "TEXT/PHOTO"...

### [Page 73: Adjusting Density Level](#)

Adjusting Density Level The automatic copy density mode, which automatically selects the most suitable density level for the copied image by detecting that of the original, is set by default at the installation of the equipment. You can also adjust the density level as desired manually (=manual copy density mode) in the following procedure: Place paper in the drawer.

### [Page 74](#) 3 COPYING FUNCTIONS Adjusting Density Level...

[Page 75](#) SETTINGS AND MANAGEMENT OF This chapter describes how to switch ON or OFF the operation sound and how to check the total number of sheets you have copied with this equipment. Switching Operation Sound On/Off...74 Checking Total Number Copied...75 EQUIPMENT...

### [Page 76: Chapter 4 Settings And Management Of Equipment](#)

4 SETTINGS AND MANAGEMENT OF EQUIPMENT Switching Operation Sound On/Off You can switch the operation sound of the equipment on or off. Press the more than two seconds. "Fnc" appears on the LED display. The density adjustment lamps show the sound status as follows: All lamps on: Sound on All lamps off: Sound off Press the...

### [Page 77: Checking Total Number Copied](#)

Checking Total Number Copied You can check the total number of sheets ever copied or printed. The total number of sheets appears on the LED display. Press the The upper digits of the total number appear on the LED display. The total number is shown blinking.

### [Page 78](#) 4 SETTINGS AND MANAGEMENT OF EQUIPMENT Checking Total Number Copied...

[Page 79](#) This chapter describes how to release a paper jam, how to replace a toner cartridge and how to settle other trouble. When Message Lamp is Lit/Blinking...78 Paper Jams...81 Checking position of paper jams ...81 Paper jams within Automatic Document Feeder (optional) ...82 Paper jams on bypass tray...84 Paper jam behind transfer unit ...85 Paper jams within fuser unit ...87...

### [Page 80: When Message Lamp Is Lit/Blinking](#)

It occasionally happens that the toner lamp may not light because the toner remaining in the cartridge does not lie evenly. When the toner lamp is lit, it is advisable to purchase a new TOSHIBA-recommended cartridge to prepare for its replacement.

[Page 81](#) Recommended toner cartridges To assure an optimal printing performance, we recommend that you use TOSHIBA toner cartridges. If you use a TOSHIBA-recommended toner cartridge, you can utilize the following two check functions of this equipment: Cartridge detecting function: This function checks if the toner cartridge is correctly installed and notifies you if it is not.

[Page 82](#) 5 TROUBLESHOOTING 4. Paper jam lamp This blinks when an original or a sheet of copy paper is jammed. For how to release paper jams, see the following page: P.81 "Paper Jams" 5. Service call lamp This is lit or blinks when the support of your service technician is needed. Contact your service representative.

### [Page 83: Paper Jams](#)

Paper Jams Checking position of paper jams When an original or a sheet of copy paper has jammed within the equipment, copying stops and the paper jam lamp blinks. Additionally, the paper jam position lamp blinks to show you where the paper jam has occurred. Check the position and release the jammed paper.

### [Page 84: Paper Jams Within Automatic Document Feeder \(Optional\)](#)

5 TROUBLESHOOTING When releasing jammed paper Observe the following precautions when you release jammed paper: Do not tear jammed paper. Pull out jammed paper carefully with both hands, trying not to tear it. If you release it forcibly, the jammed paper will be torn and it

will make the release difficult. If it is torn, be sure that the torn part is not left inside the equipment.

[Page 85](#) Release the jammed original. Turn the dial to release the jammed original. Open the transport guide. Paper Jams...

### [Page 86: Paper Jams On Bypass Tray](#)

5 TROUBLESHOOTING Raise the guide plate under the transport guide, and then release the original jammed under the guide plate. Close the transport guide, and then close the upper cover. Paper jams on bypass tray Pull out the paper jammed on the bypass tray. Paper Jams...

### [Page 87: Paper Jam Behind Transfer Unit](#)

Paper jam behind transfer unit Be careful not to let your fingers be caught between the equipment and the side cover. This could injure you. Open the side cover. Pull the transfer unit toward you carefully to lay it down while holding up the green lever.

[Page 88](#) 5 TROUBLESHOOTING Open the transport guide of the paper feeding area and check if any paper is jammed under this guide. Clear the paper if there is any. Close the transfer unit and the side cover. Paper Jams...

### [Page 89: Paper Jams Within Fuser Unit](#)

Paper jams within fuser unit Be careful not to let your fingers be caught between the equipment and the side cover. This could injure you. Do not touch the fuser unit or the metal part around the unit. This could cause burns, or injury to your hands if you touch the inside of the equipment. Open the side cover, and then lay down the transfer unit.

[Page 90](#) 5 TROUBLESHOOTING Release the jammed paper. Pull the jammed paper up or down as shown below depending on the position of the paper. Be sure not to touch the photoconductive drum when releasing the jammed paper. Pulling it up Return the transport guide to its original position, and then close the transfer unit and the side cover.

### [Page 91: Paper Jams Within Paper Feed Unit \(Optional\)](#)

Paper jams within Paper Feed Unit (optional) Open the paper feed cover of the unit. Release the jammed paper. Close the paper feed cover of the unit. Paper Jams...

### [Page 92: Replacing Toner Cartridge](#)

5 TROUBLESHOOTING Replacing Toner Cartridge When the toner in the toner cartridge has run out, replace the toner cartridge following the procedure below. Before inserting a new toner cartridge, check the product name of the cartridge. If you can see "T-1640", this cartridge is usable.

[Page 93](#) Pull out the toner cartridge. Never attempt to incinerate toner cartridges. This could cause an explosion. Do not dispose of used toner cartridges. Contact your service representative. Shake the new toner cartridge well to loosen the toner inside. Pull out the seal in the direction of the arrow. Replacing Toner Cartridge...

[Page 94](#) 5 TROUBLESHOOTING Insert the toner cartridge along the rail. Before inserting the toner cartridge, check if the green lever is raised and raise it if not. Insert the toner cartridge until you hear a click sound. Clean the charger. Hold the cleaning knob of the charger and pull it out toward you carefully until it comes to a stop.

[Page 95](#) Pull the transfer unit toward you carefully to lay it down while holding up the green lever. Remove the transfer charger cleaner from the front pocket of the transfer unit. Wipe the transfer charger wire with the transfer charger cleaner. (1) Insert the transfer charger cleaner into the front end of the transfer charger.

[Page 96](#) 5 TROUBLESHOOTING Return the transfer charger cleaner into the cleaner pocket, and then close the transfer unit. Close the side cover. Close the front cover. The equipment starts supplying toner. Replacing Toner Cartridge...

## [Page 97: Before Calling Service Technician](#)

[START] button, and then click the equipment stops printing the [OK] button in the “Out of paper” error to prevent printed paper from dialog box in the TOSHIBA Viewer. Print- overflowing from the tray. ing resumes. The equipment is in the low The equipment automatically enters into power mode.

## [Page 98: Toner-Related Items](#)

Install the toner cartridge correctly. installed. Or it is not installed correctly. A toner cartridge not recom- Use a TOSHIBA-recommended toner car- mended by TOSHIBA is tridge. If you use a toner cartridge other being used. than the one we recommend and you feel annoyed by this lighting lamp, contact your service representative.

## [Page 99: Image Trouble](#)

Image trouble Phenomenon The density of the copy image is light. The density of the copy image is dark. The copied image is stained. The copy image is fogged. The density level of the copy image is uneven in a horizon- tal direction.

[Page 100](#) 5 TROUBLESHOOTING Phenomenon The copy image has black streaks in a horizontal direc- tion. The copy image has white streaks in a horizontal direc- tion. Before Calling Service Technician Usual cause The scanning area or guides Clean them. are stained. P.100 “Daily Inspection”...

## [Page 101: Maintenance And Inspection](#)

MAINTENANCE AND INSPECTION This chapter describes how to clean this equipment to ensure you get the best possible copy performance. Daily Inspection ...100 Cleaning charger...101 Cleaning transfer charger...102...

## [Page 102: Daily Inspection](#)

6 MAINTENANCE AND INSPECTION Daily Inspection We recommend a weekly cleaning of the following items to assure you the best scanning perfor- mance: Be sure not to scratch the parts to be cleaned. Do not use solvent such as thinner or benzene to clean machinery. This could cause defor- mation or tarnishing.

## [Page 103: Cleaning Charger](#)

Cleaning charger If the inside of the charger is dirty, staining may appear on the copied image. Clean the charger following the procedure below. Open the front cover. Clean the charger. Hold the cleaning knob of the charger and pull it out toward you carefully until it comes to a stop.

## [Page 104: Cleaning Transfer Charger](#)

6 MAINTENANCE AND INSPECTION Cleaning transfer charger When the transfer charger wire is dirty, white steaks or unevenness of the density may appear on copied images, or the density of the whole image may be lowered. Clean the transfer charger wire following the procedure below.

## [Page 105: Return The Transfer Charger Cleaner Into The Cleaner Pocket, And](#)

Wipe the transfer charger wire with the transfer charger cleaner. (1) Insert the transfer charger cleaner into the front end of the transfer charger. (2) Push the cleaner onto the front wall, and then check if the cleaner pad has contacted with the transfer charger wire.

[Page 106](#) 6 MAINTENANCE AND INSPECTION Daily Inspection...

## [Page 107: Specifications And Options](#)

SPECIFICATIONS AND OPTIONS e-STUDIO163/203 Specifications...106 Specifications of Options...108 Packing List...109...

## [Page 108: E-Studio163/203 Specifications](#)

Both edges: 5.0±2.0 mm Actual size 100±0.5% Zoom 25 - 200% (in 1% increments) Max. 250 sheets or until the memory is full (TOSHIBA's own chart) Drawer 250 sheets (80 g/m Bypass 100

sheets (80 g/m Approx. 250 sheets (64 g/m...

### [Page 109: Continuous Copying Speed](#)

The values above are measured when originals are set on the original glass, 100% and non-sort multiple copies are made. TOSHIBA-recommended paper is used for the values of the specifications above. The bypass copying speed is as listed above when specifying the paper size.

### [Page 110: Specifications Of Options](#)

Acceptable paper size Paper weight Maximum capacity Dimensions Weight TOSHIBA-recommended paper is used for the values above. Specifications and appearance are subject to change without notice in the interest of product improvement. Specifications of Options MR-2017 1-side 100 originals (50 - 80 g/m ) or 16 mm or less in height (more than 80 g/m 45.5 - 182 mm/s...

### [Page 111: Packing List](#)

Packing List Packing list Set-up instructions Operator's Manual Power cable Photoconductive drum Operator's Manual pocket Set-up report CD-ROM (2 pcs.) Packing List...

### [Page 112](#) 7 SPECIFICATIONS AND OPTIONS Packing List...

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This manual is also suitable for:

[E-studio 163E-studio 203](#)