Toshiba e-STUDIO400P Printing Manual

Multifunctional digital systems e-studio6550c series, e-studio4540c series

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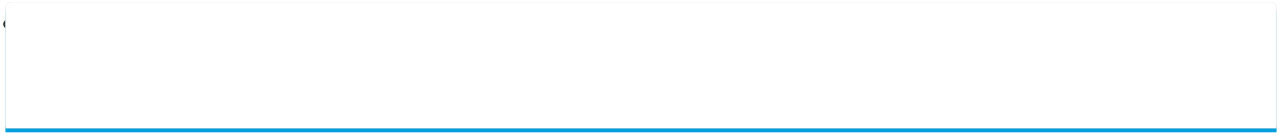

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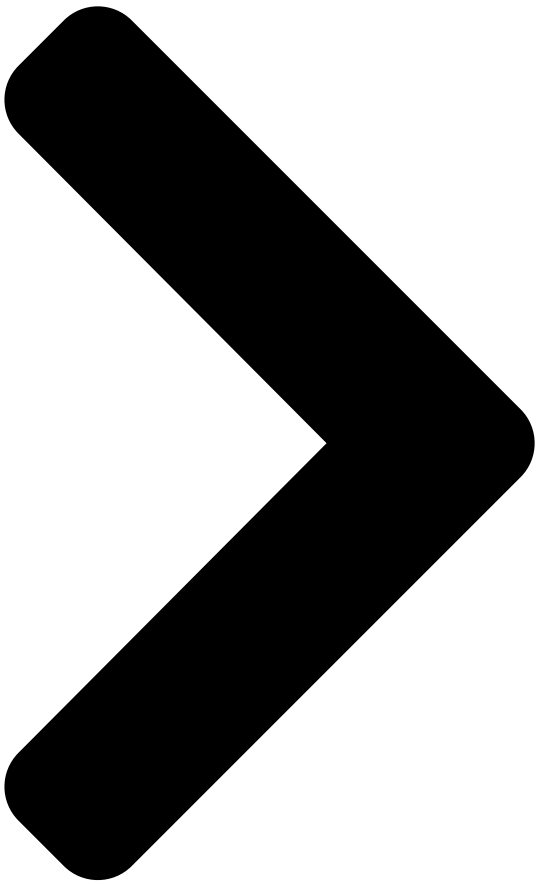

MULTIFUNCTIONAL DIGITAL SYSTEMS

TOSHIBA

Leading Innovation

Printing Guide

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Related Manuals for Toshiba e-STUDIO400P

All in One Printer Toshiba e-STUDIO400P Management Manual

Multifunctional digital systems e-studio855 series, e-studio455 series, e-studio4520c series, e-studio6530c series (226 pages)

All in One Printer Toshiba e-STUDIO5540C Service Manual

Multifunctional digital color systems (1268 pages)

All in One Printer TOSHIBA e-STUDIO5540C Management Manual

Multifunctional digital color systems / multifunctional digital systems (282 pages)

Speakers Toshiba e-STUDIO5540C Software Installation Manual

Multifunctional digital systems (238 pages)

All in One Printer Toshiba e-STUDIO6540C Management Manual

Multifunctional digital color systems / multifunctional digital systems (192 pages)

All in One Printer Toshiba e-STUDIO5540C Scanning Manual

Multifunctional digital color systems / multifunctional digital systems (134 pages)

All in One Printer Toshiba e-STUDIO5540C Manual

Multifunctional digital color systems /multifunctional digital systems e-filing guide (124 pages)

All in One Printer Toshiba E-Studio 5540c Troubleshooting Manual

Multifunctional digital color systems (118 pages)

All in One Printer Toshiba e-studio2040c Quick Start Manual

Multifunctional digital color systems (82 pages)

All in One Printer Toshiba e-studio5540c Quick Start Manual

Multifunctional digital color systems (76 pages)

All in One Printer Toshiba e-STUDIO4540c Series Operator's Manual

With ga-1211-ex/ga-1310-ex (64 pages)

All in One Printer Toshiba e-STUDIO6550C Series Manual

Multifunctional digital color systems/multifunctional digital systems (50 pages)

All in One Printer Toshiba E-studio5540c Safety Information Manual

Multifunctional digital color systems (36 pages)

All in One Printer Toshiba e-STUDIO 6540C Manual

High security mode management guide (20 pages)

Printer Toshiba e-STUDIO350 Service Manual

(286 pages)

Printer Toshiba E-STUDIO2323AM Topaccess Manual

Multifunctional digital systems (84 pages)

Summary of Contents for Toshiba e-STUDIO400P

Page 1 MULTIFUNCTIONAL DIGITAL SYSTEMS Printing Guide...

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Page 3: Preface

Preface Thank you for purchasing TOSHIBA Multifunctional Digital Systems. Also this guide describes instructions on how to set up the printer drivers required for this equipment, and how to print with them. Read this manual before using your Multifunctional Digital Systems. Keep this manual within easy reach, and use it to configure an environment that makes best use of the e-STUDIO's functions.

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Page 8 Chapter 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Monitoring the Print Job Status .....178 Normal Print / Scheduled Print jobs..... 178 Proof Print jobs .....183 Private Print jobs ..... 186 Hold Print jobs .....190 Invalid jobs .....194 Printing files from USB media (USB Direct Printing) .....

Page 9: Overview

OVERVIEW This chapter provides an overview of the printing functions. Features and Functions.....8 About Printer Drivers ..... 9 For Macintosh.....9 For UNIX/Linux .....9...

Page 10: Features And Functions

1 OVERVIEW Features and Functions Extensive Client Platform Support This equipment supports printing from IBM-compatible PC, Macintosh, and UNIX/Linux workstations. Not all features are supported on all platforms, however. Various Port Options You can map this equipment to print to an SMB, IPP, Raw TCP, WSD, or LPR port. Multiple Job Types Job Types refer to the way this equipment handles a print job.

Page 11: About Printer Drivers

1 OVERVIEW About Printer Drivers Printer drivers required for each OS are included in the Client Utilities CD-ROM. For instructions on how to install them, refer to the Software Installation Guide. For Macintosh Printer drivers required for Macintosh OSs are included in the following folders of the Client Utilities CD-ROM: Macintosh PPD files [Client Utilities CD-ROM]: MacPPD: OSX This includes the PPD files to enable printing from Macintosh on the Mac OS X 10.2.4 to 10.3.X and Mac OS X 10.4 to...

Page 13: Printing From Windows

PRINTING FROM WINDOWS This chapter provides instructions on how to print from a Windows computer. Before Using the Printer Driver..... 12 Configuring the options .....12 Setting the department code .....16 Copying the PPD file for Windows .....17 Printing From Application ..... 18 Considerations and limitations.....18 How to print .....18 Setting Up Print Options.....

Page 14: Before Using The Printer Driver

2 PRINTING FROM WINDOWS Before Using the Printer Driver Before printing, you have to configure the following options: Configuration Settings To use optional devices such as optional

drawers, the Finisher or Hole Punch Unit, you must first configure these devices. The features of these optional devices are not available unless you inform the system that the optional devices are installed.

Page 15 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Configuring options manually If SNMP communication between this equipment and your computer is not available: Setting the [Device Settings] tab manually You need to log in to Windows with the “Administrator” privilege. Click [Start] menu and select [Devices and Printers]. The Printers folder appears.

Page 16 2 PRINTING FROM WINDOWS Display the [Device Settings] tab menu, and set the following options. Model Selection — This sets the model type. The setup items of the printer driver are changed according to the model selected. If you select [Universal], you can narrow down the setup items of the printer driver to those used commonly in all of the e-STUDIO Series.

Page 17 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Set the following options and click [OK]. Drawer 1 — Select the size and type of paper that is loaded in the 1st Drawer. Drawer 2 — Select the size and type of paper that is loaded in the 2nd Drawer. Drawer 3 —...

Page 18: Setting The Department Code

2 PRINTING FROM WINDOWS Setting the department code When this equipment is managed by department codes, you have to enter yours on the printer driver. This allows a network administrator to check the number of copies printed by specific department members. Also users can check who submitted the print jobs, by touch panel display and monitoring tools.

Page 19: Copying The Ppd File For Windows

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Select the printer driver of this equipment, and then click [File] menu and select [Printing Preferences]. If the [File] menu is not displayed, press [Alt]. The printing preferences dialog box appears. Display the [Others] tab menu and enter your department code in the [Department Code] box.

Page 20: Printing From Application

2 PRINTING FROM WINDOWS Printing From Application This section describes how to print a document from application. P.18 “Considerations and limitations” P.18 “How to print” Considerations and limitations When the User Management setting is enabled, it is used to manage a print job instead of the Department Code Management setting.

Page 21 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Setting the print options on each tab according to how you want to print. Setting the print options varies depending on how you want to print a document. P.27 “Print options” You can also set the print options using setting profiles. P.21 “Setting print options using profiles”...

Page 22: Setting Up Print Options

2 PRINTING FROM WINDOWS Setting Up Print Options Print Options are the attributes you set to define the way a print job is processed. For example, the private print and proof print options determine how the copier manages your print job. To find the printing instructions for your specific needs, see the procedures in the following section.

Page 23: Setting Print Options Using Profiles

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Setting print options using profiles Using profiles, you can save the print settings or apply the saved settings to a print job. There are 5 factory default profiles. BW, Duplex, Staple & 2in1 Color Booklet Duplex &...

Page 24 2 PRINTING FROM WINDOWS Enter the profile name and click [OK]. The file name must be up to 63 characters long. If you enter an existing profile name, you are prompted to confirm whether you want to overwrite it. If you want, click [OK].

Page 25 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Deleting profile Select the profile that you want to delete in the [Profile] box, and click [Delete]. The [Confirm Delete] dialog box appears. Click [Yes] to delete the selected profile. Setting Up Print Options...

Page 26 2 PRINTING FROM WINDOWS Setting up print options with Template Buttons Once

you save a profile to a Template Button, the [Templates] dialog box automatically appears upon printing, and you can immediately apply the saved profile to a print job only by selecting this Template Button. 5 factory default profiles are registered in a Template Button.

Page 27 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Select a profile to be saved in the [Profile] box. Select a Template Button to which the chosen profile is saved. If you select a Template Button that is already registered, the profile saved in this button is replaced with a new one.

Page 28 2 PRINTING FROM WINDOWS Deleting a profile saved in a Template Button Select the [Templates] tab. Click [Edit]. The [Edit Templates] dialog box appears. Select a Template Button whose profile needs to be deleted. Click [Delete] and then [OK]. The profile in the selected Template Button is deleted. The Template Button is left blank. Setting Up Print Options...

Page 29: Print Options

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Print options This section describes print options in each tab of the printer driver. This section will help you to find the description of specific print options, or understand their individual functions. How to display: Click [Start] menu and select [Devices and Printers].

Page 30: Hold Print

2 PRINTING FROM WINDOWS - [Image Quality] tab The [Image Quality] tab allows you to select how images are printed. You can easily select appropriate image quality depending on the type of job being printed. P.48 “[Image Quality] tab” - [Effect] tab The [Effect] tab contains print options that add the effects to your print jobs such as Watermarks, Overlay Image printing and so on.

Page 31 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS - Print to Overlay File Select this to save the print job as an overlay file that is imposed on other documents. When you select this, click the button on the right and enter the file name. For example, if you want to print a master page image on the background of a document, you can create an overlay file of the master merge image using this option.

Page 32: Basic] Tab

2 PRINTING FROM WINDOWS 11) [Help] Click this to browse Help for the printer driver. [Basic] tab The [Basic] tab contains basic print operation settings, such as the original paper size, print paper size, paper source, paper type, destination, number of copies, orientation, and so on. 1) Original Paper Size This selects the size of a document to be printed.

Page 33 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS There are also 20 custom paper sizes in the [Print Paper Size] box. You can set the custom paper sizes in the [Others] tab. P.61 “[Others] tab” 3) Image Scale Select this check box to enter the scale manually to enlarge or reduce an image. The ratio can be set at between 25 and 400%.

Page 34 2 PRINTING FROM WINDOWS 5) Paper Type This sets the media type of the paper. - Plain (Auto) — Select this when printing on plain paper. - Plain — Select this when printing on plain paper. - Recycled — Select this when printing on recycled paper. - Thick1 —...

Page 35 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS 8) Orientation This sets the paper printing direction. - Portrait — The document is printed in the portrait direction. - Landscape — The document is printed in the landscape direction. 9) Color This sets whether a print job is printed in the color or black mode. - Auto —...

Page 36 2 PRINTING FROM WINDOWS 4) Units Select the unit for the Tab Extension and Image Shift option. The default unit varies depending on the regional setting of the client computer. Tab paper must be fed from the bypass tray. Make sure to place it with its tab outside. The shape of the bypass tray differs depending on the model.

Page 37: Finishing] Tab

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS [Finishing] tab The [Finishing] tab allows you to enable sort printing, 2-sided printing, N-up printing, poster printing, stapling and punching. 1) Copy Handling This sets how to sort the printed sheets when numerous copies are

made for printing. - Sort Copies —...

Page 38 2 PRINTING FROM WINDOWS For the detailed instructions on how to print with the [Copy Handling] setting, see the following page: P.90 “Sort printing” 2) 2-Sided Printing This sets printing on both sides of paper. Select this check box and then the position of the margin for 2-sided printing. - Long Edge —...

Page 39 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS 3) Number of pages per Sheet This sets the printing of multiple pages on one sheet. The pages are reduced to fit the selected paper size automatically and printed. - 2 pages — Select this to print images from 2 pages arranged on one sheet. - 4 pages —...

Page 40 2 PRINTING FROM WINDOWS - Center Double — Select this to fold and double-staple the printed document in the center. When you select this, the pages will be printed on the sheets according to the print option settings, and then simply fold and double- staple in the center of the sheets.

Page 41 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS 5) Hole Punch This sets whether a print job is printed with hole punches. - Center Top — Select this to create holes along the top edge and print. - Middle Left — Select this to create holes along the left side and print. Hole punching can be selected only when a Hole Punch Unit (optional) is installed.

Page 42 2 PRINTING FROM WINDOWS 7) Use Custom Margin Select this check box to set the margin on the printed pages. When this box is selected, click [Details] to set the margins in the [Custom Margin] dialog box. The selectable range of the margin width differs depending on the model. - For the e-STUDIO6550C Series and e-STUDIO4540C Series 0.17 inch to 3.94 inches / 4.2 mm to 100 mm (The margin width cannot be smaller than 0.17 inches / 4.2 mm.) For models other than the above, refer to the corresponding Printing Guide.

Page 43: Booklet Details

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Booklet Details In the [Booklet Details] dialog box, you can specify how Booklet printing is performed. 1) Output Document Layout Select the booklet size to be made. - A5 on A4 — Select this to print an A5 size booklet. Every 2 pages are printed on A4 paper to fit on half a sheet (A5).

Page 44 2 PRINTING FROM WINDOWS 7) Folding Select this to have the paper folded at its center when it exits. The Folding option is available only when any of the finishing sizes below is selected. [A5 on A4], [A4 on A3], [B5 on B4], [Letter - Half on Letter], [LT on LD], [1/2 LG on LG], [16K on 8K] The Folding option is available only when the Saddle Stitch Finisher (optional) is installed.

Page 45 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS [Paper Handling] tab The [Paper Handling] tab allows you to enable Front Cover printing, Back Cover printing, Inserting Pages, and Interleaving Pages. “Use Front Cover”, “Use Back Cover”, “Insert Pages” and “Interleave Pages” are not available when the Tab printing function is set.

Page 46 2 PRINTING FROM WINDOWS Print Style This selects how you want to print a front cover. - Do not print on page — Select this to insert a blank cover. - Print one side of the page — Select this to print the first page image on the front side of a cover. - Print both sides of page —...

Page 47 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS 4) Interleave Pages This sets the interleaving page feature that is useful when you want to insert paper of a different type (or from another source) between every page of your print job. For example, you can use this option to insert blank, colored sheets between overhead transparencies.

Page 48 2 PRINTING FROM WINDOWS 2) Print Style This selects how you want to print on insertion sheets. - Blank — Select this to insert blank sheets. - 1 Side — Select this to print the specified page on the front side of the insertion sheets. - 2 Sides —...

Page 49 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS 10) Units Select the unit for the Tab Extension and Image Shift option. The default unit varies depending on the regional setting of the client computer. Tab paper must be fed from the bypass tray. Make sure to place

it with its tab outside. The shape of the bypass tray differs depending on the model.

Page 50: Image Quality] Tab

2 PRINTING FROM WINDOWS [Image Quality] tab The [Image Quality] tab allows you to select how images are printed. You can easily select the appropriate image quality depending on the type of document. 1) Image Quality Type This sets how colors are printed by selecting the job type. The printer driver automatically applies the proper image quality for the selected job type.

Page 51 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Setting: [Basic] tab In the [Basic] tab of the [Setting] dialog box, you can specify the following functions. The print options in the [Basic] tab are available only when your equipment is a multifunctional digital color system. The setup items differ depending on the model.

Page 52 2 PRINTING FROM WINDOWS When you edit an existing custom Image Quality Type, the settings of this Image Quality Type will be overwritten regardless of whether or not this Image Quality Type is renamed. Even if you enter any of the default Image Quality Type names ([General], [Photograph], [Presentation], [Line Art] or [Advanced]) registered as default settings, these default Image Quality types will not be overwritten.

Page 53 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS 9) Black Overprint Select this check box when printing background content that has black text overlaid on it. If this is enabled, the gap between the text and the background is minimized and color deviation is prevented. If this is not enabled, the background of the black content will not be printed.

Page 54 2 PRINTING FROM WINDOWS Setting: [Color Balance] tab In the [Color Balance] tab of the [Setting] dialog box, you can specify the following functions. Adjust the density level by moving the scroll bar, or pressing buttons on the right and left of the scroll bar. This option is available only when you have a multifunctional digital color system.

Page 55 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Setting: [Image Attribute] tab In the [Image Attribute] tab of the [Setting] dialog box, you can specify the following functions. Adjust the density level by moving the scroll bar, or pressing buttons on the right and left of the scroll bar. 1) Contrast Adjust the contrast for printing.

Page 56 2 PRINTING FROM WINDOWS Setting: [Advanced] tab In the [Advanced] tab of the [Setting] dialog box, you can set the functions below. The color profile data of this equipment may be updated. If the SNMP communication between this equipment and your computer is available, open the [Advanced] tab menu and then click [Update Now] to obtain the updated color profile data.

Page 57: Effect] Tab

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS [Printer’s Default] is a default setting for RGB Source Profile, CMYK Source Profile, Destination Profile and Rendering Intent. When you select [Printer’s Default], color space conversion is performed according to the default profile (that set as a default profile in the [ICC Profile] submenu of the [Setup] menu in the TopAccess administrator mode).

Page 58 2 PRINTING FROM WINDOWS [Effect] tab for PS3 1) Watermark This selects the watermark to be used or edited. The following values except [None] are the default watermarks that have been registered in the printer driver. Up to 15 new watermarks can be added in this box. - None —...

Page 59 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS When [Overlay Image] is selected together with the N-up printing, 1 overlay image will be printed on the entire page, regardless of the number of images set in 1 page. Both the overlay file and the documents on which you superimpose the overlay image must be created in the same size, color mode and orientation.

Page 60 2 PRINTING FROM WINDOWS Add/Edit Watermark When you click [Add] or [Edit], the [Watermark] dialog box appears and you can create new watermark or edit selected watermarks. 1) Position Select this to adjust the position of the watermark. Click the arrow button or [+] located at the center to adjust it. 2) Caption Enter the text of a watermark.

Page 61 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Multiple Overlays If you

click [Details] when [Multiple Overlays] or the desired overlay is selected in the [Overlay Image] box, the [Multiple Overlays] dialog box appears. Set which overlay image is applied to which page in this dialog box. 1) Overlay Images The registered overlay images are displayed in a thumbnail.

Page 62 2 PRINTING FROM WINDOWS 6) Select setting to clear This selects the overlay image setting to be cleared. 7) [Clear] This clears the overlay image setting selected in the [Select setting to clear]. 8) [Restore Defaults] Click this to restore the settings displayed in the [Multiple Overlays] dialog box to the original factory defaults. Setting Up Print Options...

Page 63 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS [Others] tab The [Others] tab contains print options such as toner saving, custom paper size and so on. [Others] tab for Universal Printer (PCL6)/XPS [Others] tab for Universal Printer (PS3)/PS3 1) Default Menu Setting Select the default tab that is displayed when you open the printing preferences of the printer driver.

Page 64 2 PRINTING FROM WINDOWS 2) TopAccess (Link) Click this to start a web browser and display the TopAccess menu. 3) Toner Save Select this check box to print in the toner save mode. When the toner save mode is enabled, printing may become lighter. 4) Do not Print Blank Pages Select this check box to ignore blank pages for printing.

Page 65 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS 11) User name (Alias) Enter a nickname as required, which is displayed on the Private Print job list and Hold Print job list. You can specify the desired name so that you can easily find the target job from the job list when releasing it from the equipment’s touch panel.

Page 66: Snmp Settings

SNMP Settings 1) Version Be sure to have the correct SNMP version set for your TOSHIBA MFP and select from the following options: - V1/V2 — Select this option to enable SNMP V1 and V2. - V3 — Select this option to enable SNMP V3.

Page 67: Add Printer

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS 3) SNMP V3 If SNMP V3 is enabled, select one of the following items to set how users are authenticated. User ID File — Select this option when you want to use a user ID file. Click [Browse] and specify the user ID file. User Name/Password —...

Page 68: Custom Paper Size

2 PRINTING FROM WINDOWS 4) Available Printer List This indicates the e-STUDIO Series printers registered in [Printer Folder]. Custom Paper Size In the [Custom Paper Size] dialog box, up to 20 custom paper sizes can be defined. The custom page size that you specify can be selected in the [Original Paper Size] and [Print Paper Size] box on the [Basic] tab.

Page 69: Device Settings] Tab

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS [Device Settings] tab The [Device Settings] tab allows you to configure options. When any optional unit is installed in this equipment, set the configuration of the machine on this tab. The [Device Settings] tab can be displayed only from the Printers folder (and not when displaying the properties from the application’s print dialog box).

Page 70 2 PRINTING FROM WINDOWS 3) Finisher This sets whether or not the Finisher (optional) is installed. - None — Select this when a Finisher (optional) is not installed. - Hanging Finisher — Select this when a Hanging Finisher (optional) is installed. - Finisher —...

Page 71: Drawer Settings

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS If you disable SNMP Communication, TopAccessDocMon notification also will be disabled. 12) [Restore Defaults] Click this to restore the configuration of this equipment displayed in the [Device Settings] tab menu to the original factory defaults.

Page 72: Account Settings

2 PRINTING FROM WINDOWS Account Settings When SNMP communication is enabled, the

following account information is automatically obtained from the equipment. 1) Use User Authentication Select this check box to enable the user management function. 2) User Name The user name that is entered to log in to your computer is displayed. 3) Domain Name The domain name on which the equipment belongs is displayed.

Page 73 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Customization: [Plug-in] tab You can enable or disable the Plug-in setting. 1) Paper Handling Select this check box to enable the [Paper Handling] tab. P.43 “[Paper Handling] tab” 2) Image Quality Select this check box to enable the [Image Quality] tab. P.48 “[Image Quality] tab”...

Page 74 2 PRINTING FROM WINDOWS Customization: [Language] tab You can switch printer driver language. 1) Language This selects the language to be used. - Auto / Chinese (Simplified) / Chinese (Traditional) / Danish / Dutch / English (UK) / English (US) / Finnish / French / German / Italian / Japanese / Norwegian, Bokmål / Polish / Russian / Spanish / Swedish [Auto] is selected by default.

Page 75 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Customization: [PDL Settings] tab The Printer Driver setting is available only for a Universal Printer driver and a PS3 printer driver. 1) Output PDL This selects the printer driver language (PDL) to be printed. The setting can be changed only when a Universal Printer driver is used.

Page 76 2 PRINTING FROM WINDOWS [Templates] tab You can register print options that you frequently use as a profile. On the [Templates] tab you can save this profile in a Template Button. Also you can display a dialog box for selecting Template Buttons automatically upon printing, enabling easy printing with profiles.

Page 77: Edit Templates

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Edit Templates You can edit the settings of the Template Buttons. 1) Profile This selects the profile to be saved in a Template Button. 2) Template Button This selects the Template Button to be edited. 3) [Save] This saves the chosen profile in the selected Template Button.

Page 78: Printing With Best Functions For Your Needs

2 PRINTING FROM WINDOWS Printing With Best Functions for Your Needs In this section, procedures are given to print various types of print jobs, using the layout and finishing options. Read this section before starting printing and select the procedure best suited for your needs. P.76 “Printing various print job types”...

Page 79: Printing Scheduled Print Jobs

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Printing scheduled print jobs The Print Scheduling feature allows you to specify the date and time to print your job. This is especially useful for delaying your print job until the off-peak hours. Time of the System and MFP should be the same.

Page 80: Printing Private Print Jobs

2 PRINTING FROM WINDOWS Printing private print jobs When you want to print private documents, use this feature. The Private Print function can be used when the user management setting is disabled on the equipment. Printing confidential documents Display the [Basic] tab menu. Select [Private Print] in the [Print Job] box.

Page 81 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Enter the password for the Private Print job, which has previously been set via the computer, and then press [OK]. When the user name that is entered to log in to your computer is used for [User name (Alias)]: The displayed list contains the Private Print jobs for which the same password has been set.

Page 82: Printing Proof Print Jobs

2 PRINTING FROM WINDOWS Printing proof print jobs You can print out one proof copy as a trial first. This helps to prevent wasting paper. After you proof it, you are prompted to specify whether you want to continue the print job or delete it. When you want to print multiple copies, each of which is to be sent as an individual print job by your application, all the copies, not just one copy, will be printed even if you set Proof Print.

Page 83: Creating An Overlay File

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Creating an overlay file You can save up to 20 documents as overlay files using printer driver. You can print an overlay on the foreground or background of a document. To do that, you must first create an overlay file. P.104 “Printing with an overlay file”...

Page 84 2 PRINTING FROM WINDOWS Storing to e-Filing The Store to e-Filing feature allows you to send print jobs to e-Filing on this equipment. The job stored to e-Filing can then be printed from the touch panel display at a later time. It can be also composed with other documents using the e-Filing web utility.

Page 85 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS When you specify a folder in which the print job is to be stored in a Public Box, enter the folder name in the [Box Folder] box. If the entered folder name is not found, a new folder is created under this folder name. Enter the folder name within 64 characters.

Page 86 2 PRINTING FROM WINDOWS When you specify a folder in which the print job is to be stored in a user box, enter the folder name in the [Box Folder] box. If the entered folder name is not found, a new folder is created under this folder name. Enter the folder name within 64 characters.

Page 87 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Multiple Job Type The Multiple Job Type feature allows you to combine any of Scheduled Print, Private Print, Hold Print, Proof Print, Proof Private Print and Proof Hold Print, with Store to e-Filing. For example, you can store a job in the specified e-Filing of this equipment and print it at the specified time by combining Scheduled Print and Store to e-Filing.

Page 88 2 PRINTING FROM WINDOWS Select a job type in the [Print Job] box. The setup screen is switched according to the selected job type. Set [Date] and [Time] if you select [Scheduled Print]. Enter a password if you select [Private Print] or [Proof Private Print]. Enter a password using the alphanumeric characters and symbol characters (ASCII code characters between 0x21 to 0x7E) in the [Password] box.

Page 89 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Select where the print job is stored at the [Store to] box. If you store the print job in a user box, enter a password if required. When you specify a folder in which the print job is to be stored in the selected e-Filing, enter its folder name in the [Box Folder] box.

Page 90: Layout And Finishing Options In [Basic] Tab Menu

2 PRINTING FROM WINDOWS Layout and finishing options in [Basic] tab menu Using the printer driver, you can set various layout options to suit your preferences. In this section various printing functions enabled with the [Basic] tab menu are explained. P.88 “Fitting images within paper size”...

Page 91 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Combining a paper size and a reproduction ratio You can combine the desired paper size and reproduction ratio, for example, printing an A4 original to A3 copy paper at a reproduction ratio of 100%. Display the [Basic] tab menu.

Page 92: Layout And Finishing Options In [Finishing] Tab Menu

2 PRINTING FROM WINDOWS Printing color documents in twin colors This equipment can print in the twin color mode. When the document is printed in the twin color mode, the black parts of the document are printed in black and the colored parts of the document are printed in a specified color.

Page 93 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Select [Sort Copies] icon at [Copy Handling]. Set any other print options you require and click [OK]. Click [OK] or [Print] to send the print job. The printed documents are sorted according to the copies. Sorting printed documents according to the pages For example, assume that you have a three-page job (A, B, C) and you want three copies of each page in this order (AAA, BBB, CCC).

Page 94: Printing On Both Sides Of A Sheet

2 PRINTING FROM WINDOWS Printing on both sides of a sheet You can print on both sides of the

paper. Printing on both sides of paper Display the [Finishing] tab menu. Select the [2-Sided Printing] check box and select the direction to be printed. Long Edge —...

Page 95 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Select the booklet size at the [Output Document Layout] box. A5 on A4 — Select this to print an A5 size booklet. Every 2 pages are printed on A4 paper to fit on half a sheet (A5).

Page 96 2 PRINTING FROM WINDOWS Select the [Folding] check box if you want to fold the document at its center. The Folding option is available only when the Saddle Stitch Finisher (optional) is installed. If you want to double-staple the center, select the [Staple Down the Center] check box. [Staple Down the Center] is available only when the Saddle Stitch Finisher (optional) is installed and configured on the [Device Settings] tab.

Page 97: Printing Several Pages On One Sheet

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Printing several pages on one sheet The N-up feature allows you to print several pages of a document on one sheet of paper. This feature is very useful for browsing a large number of pages for appearance or page order. For example, to check the navigation path of a number of web pages or review the narrative of a slide presentation, using N-up is not only convenient but conserves paper as well.

Page 98: Hole Punching

2 PRINTING FROM WINDOWS Stapling You can staple sets of paper to exit from the equipment. Stapling is not available if a Finisher (optional) is not installed. Stapling the paper Display the [Finishing] tab menu. Select the [Staple] check box. Select a stapling option. Upper Left —...

Page 99 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Dividing one image into multiple sheets (Poster Print) You can print one large image into more than one sheet of paper by dividing it. The divided images on the multiple sheets of paper are then reconnected, so that you can create a large publication such as a poster. The Poster Print option is not available when any of the Custom Paper Size, Number of pages per sheet, 2-Sided Printing, Watermark, Overlay Image and Sheet Insertion options is set.

Page 100: Finishing Options In [Paper Handling] Tab Menu

2 PRINTING FROM WINDOWS Finishing options in [Paper Handling] tab menu Using the printer driver, you can set various layout options to suit your preferences. In this section various printing functions enabled with the [Paper Handling] tab menu are explained. P.98 “Inserting different types of paper”...

Page 101 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Enter the page numbers to which you want to insert the sheet in each [Page] box and select the [Print Style], [Paper Source], and [Paper Type] options as you require. Set any other print options you require and click [OK]. Click [OK] or [Print] to send the print job.

Page 102 2 PRINTING FROM WINDOWS Interleaving pages This feature is useful when you want to insert a different type of paper, or from another source, between every page of your print job. For example, you could use this option to insert blank or color sheets between overhead transparencies. Inserting sheets between every page of a print job Display the [Paper Handling] tab menu.

Page 103: Finishing Options In [Effect] Tab Menu

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Finishing options in [Effect] tab menu Using the printer driver, you can set various layout options to suit your preferences. In this section various printing functions enabled with the [Effect] tab menu are explained. P.101 “Printing with watermarks”...

Page 104 2 PRINTING FROM WINDOWS Creating or editing a watermark Click [Add] to create a new watermark, or select one that you want to edit and click [Edit] to edit a watermark. The [Watermark] dialog box appears. Enter the watermark text in the [Caption] box. You can enter up to 63 characters for the [Caption] box.

Page 105 2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Deleting a watermark You can delete the default watermarks. However, they cannot be restored by clicking [Restore Defaults]. Select the watermark that you want to delete at the [Watermark] box. Click [Delete].

The [Confirm Delete] dialog box appears. Click [Yes].

Page 106: Printing With An Overlay File

2 PRINTING FROM WINDOWS Printing with an overlay file Using image overlays ensures that widely-used images are readily available and consistently reproduced. Image overlays are independent documents that are merged into other documents during printing and thereby increase the time required to print a job.

Page 107

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Deleting an overlay image Select an overlay image that you want to delete at the [Overlay Image] box. Click [Delete]. The [Confirm Delete] dialog box appears. Click [Yes]. The overlay image is deleted. Printing With Best Functions for Your Needs...

Page 108: Using Various Types Of Paper

2 PRINTING FROM WINDOWS Using various types of paper This equipment allows you to print on various types of paper. The procedure below is for print jobs which require precautions before you place the paper. P.106 “Printing on tab paper” P.108 “Printing on paper larger than standard sizes”...

Page 109

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS When printing a document, display the [Basic] tab menu of the printer driver properties, select the document size in the [Original Paper Size] box and either [Letter Tab] or [A4 Tab] (according to the document size) in the [Print Paper Size] box. The [Primary Tab Dialog] dialog box appears.

Page 110: Control Panel

2 PRINTING FROM WINDOWS Printing on paper larger than standard sizes The procedure below is for printing on paper larger than standard sizes defined in the custom paper size setting. (Example: Largest size: 12.34 x 47.24 inches (313.4 x 1200 mm)) Custom paper sizes can be defined in the [Other] tab menu.

Page 111

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Inserting from the bypass tray When the paper is being fed into the equipment Do not mix paper of different sizes. Place one sheet at a time on the bypass tray even if you wish to print multiple copies. Slightly curl the paper.

Page 112: Switching Equipment To Print Jobs

2 PRINTING FROM WINDOWS Switching equipment to print jobs When more than one piece of e-STUDIO Series equipment exists over a network, you can switch it to another one on the printer driver menu. If the equipment that you intended to use is busy with a large number of print jobs, for example, you can send your job to another piece of e-STUDIO Series equipment that is currently holding no print jobs and have it printed.

Page 113: Splitting A Print Job Across Two Pieces Of Equipment (Tandem Printing)

2 PRINTING FROM WINDOWS 2.PRINTING FROM WINDOWS Click [OK] or [Print] to send the print job. A job is printed on the selected equipment. If the selected equipment does not support features enabling the print options of the job, printing may not be performed properly.

Page 114

2 PRINTING FROM WINDOWS Select two pieces of equipment in the [Selected Devices] boxes and then specify the number of copies for each one. If you select the [Auto] check box, the number of copies set in the [Total Copies] box is automatically and equally allocated to two pieces of equipment.

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PRINTING FROM Macintosh This chapter provides the instructions on how to print from a client computer. Printing From Application on Mac OS X 10.2.4 to Mac OS X 10.6.x ..... 114 Considerations and limitations.....114 How to print from Mac OS X 10.2.4 to Mac OS X 10.6.x ..... 115 Page Setup dialog on Mac OS X 10.2.4 to Mac OS X 10.6.x .....

Page 116: Printing From Application On Mac Os X 10.2.4 To Mac Os X

10.6.X

3 PRINTING FROM Macintosh Printing From Application on Mac OS X 10.2.4 to Mac OS X 10.6.x Once you have installed the PPD file as described in “Installing the Printer on Mac OS X 10.2.4 to Mac OS X 10.6.x” of the Software Installation Guide, you can print directly from most of the Mac OS X applications.

Page 117: How To Print From Mac Os X 10.2.4 To Mac Os X 10.6.X

3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh How to print from Mac OS X 10.2.4 to Mac OS X 10.6.x You do not need to switch printers before starting printing because they are all managed under the setting of [Print & Fax] of [System Preferences].

Page 118: Page Setup Dialog On Mac Os X 10.2.4 To Mac Os X 10.6.X

3 PRINTING FROM Macintosh Page Setup dialog on Mac OS X 10.2.4 to Mac OS X 10.6.x The [Page Setup] dialog boxes can be displayed by selecting the [Page Setup] command from the [File] menu of the application. In the [Page Setup] dialog boxes, you can specify the Page Attributes settings and manage the Custom Page Size settings.

Page 119: Custom Page Sizes

3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Custom Page Sizes The PPD file for this equipment supports the Custom Page Sizes. The procedure to create the Custom Page Size varies between the Mac OS X 10.4.x to Mac OS X 10.6.x and Mac OS X 10.2.4 to Mac OS X 10.3.x.

Page 120

3 PRINTING FROM Macintosh Double-click the added custom page size name on the list and rename the custom page size. Enter the width and height in the [Page Size] boxes, and select the printer name of this equipment in the [Printer Margins] box. If Mac OS X 10.6.x is used, enter the width and height in the [Paper Sizes] box, and then select your printer name in the [Non-Printable Area] box.

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3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Creating Custom Page Size on Mac OS X 10.2.4 to Mac OS X 10.3.x Select [Custom Paper Size] in the [Settings] box. The Custom Paper Size menu is displayed. Click [New]. A new custom page size name is added to the list. If you want to create a new custom page size by duplicating an existing custom page size, select the custom page size name on the list and click [Duplicate].

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3 PRINTING FROM Macintosh Enter the height and width in the [Page Size] boxes, and enter the printer margins in the [Printer Margins] boxes. In the [Printer Margins] box, please enter “0.17” inch. You can delete the created custom page size by clicking [Delete]. Click [Save] and click [OK].

Page 123: Print Dialog On Mac Os X 10.3.X To Mac Os X 10.6.X

3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Print dialog on Mac OS X 10.3.x to Mac OS X 10.6.x The [Print] dialog boxes can be displayed by selecting the [Print] command from the [File] menu of the application. The [Print] dialog boxes are different between Mac OS X 10.2.x and Mac OS X 10.3.x to Mac OS X 10.6.x. Please see the following section for the descriptions of the [Print] dialog boxes for Mac OS X 10.2.x.

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3 PRINTING FROM Macintosh Layout In the Layout menu, you can set N-up printing (multiple pages per sheet). 1) Pages per Sheet This sets the number of multiple pages printed on one sheet. The pages are reduced to fit the selected paper size automatically and are printed.

Page 125: Output Options

3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh 4) Two-Sided This sets whether or not you want to print on both sides of the paper. - Off — Select this when you do not want to print on both sides of the paper. - Long-Edge binding —...

Page 126: Paper Handling

3 PRINTING FROM Macintosh Scheduler In the Scheduler menu, you can set when a print job will be sent to the equipment. 1) Print Document This sets when a print job will be sent to the equipment. - Now — Select this to send a print job now. - At —...

Page 127 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Mac OS X 10.4.x 1) Page Order Select the page order for printing. 2) Print Select whether to print all pages or only odd/even-numbered pages. 3) Destination Paper Size Select the output paper size. - Use documents paper size —...

Page 128 3 PRINTING FROM Macintosh Mac OS X 10.6.x 1) Pages to Print Select whether all pages will be printed or only odd or even pages will be printed. 2) Page Order Select the page order for printing. 3) Destination Paper Size Select the output paper size.

Page 129: Color Matching

3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Color Matching In the Color Matching menu you can adjust the colors on the printouts. This menu is displayed only for Mac OS X 10.5.x to Mac OS X 10.6.x. 1) ColorSync Select this if you want the application you are using to control the color management of the printouts. 2) In Printer Select this if you want the printer you are using to control the color management of the printouts.

Page 130: Cover Page

3 PRINTING FROM Macintosh Cover Page In the Cover Page menu, you can set whether to send a print job with a banner page. The banner page includes information about the job owner, job name, application name, date and time, and printer name. 1) Print Cover Page You can set how to insert a banner page.

Page 131: Error Handling

3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Error Handling This menu is displayed only for Mac OS X 10.3.x to Mac OS X 10.4.x. In the Error Handling menu, you can set how to report a PostScript error. 1) PostScript Errors This sets whether to print a PostScript error report.

Page 132 3 PRINTING FROM Macintosh Color Settings In the Color Settings 1 and Color Settings 2 menus, you can adjust the color settings for printing. Color Settings 1 Color Settings 1 (Mac OS X 10.3.x) Printing From Application on Mac OS X 10.2.4 to Mac OS X 10.6.x...

Page 133 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Color Settings 2 1) Color Type This sets whether to print a job in the color mode or the black mode. - Auto — Select this to determine the color mode automatically. When a print job is a black and white document, the system automatically prints the document in the black mode.

Page 134 3 PRINTING FROM Macintosh 4) Image Type This sets how colors are printed by selecting the job type. The printer driver automatically applies the proper image quality to the selected job type. - General — Select this when printing a general color document. - Photo —...

Page 135: Advanced Color Settings

3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh 11) Image Attribute This sets the sharpness, brightness, contrast, saturation and background adjustment for printing. - Sharpness Adjusts the sharpness for printing. You can set from -4 (softest) to 4 (sharpest) by moving the scroll bar when the [Use Sharpness Filter] check box is selected.

Page 136: Print Mode

3 PRINTING FROM Macintosh 2) CMYK Source profiles This selects CMYK source profile. When you obtained color profile data from this equipment, its CMYK source profile data appear. 3) Apply to Device Color only Select this check box when you give priority to color profiles embedded in the image. 4) Destination profiles This selects destination profile.

Page 137 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh 2) Print Mode This sets the type of print job. - Normal — Select this to print a job normally. - Proof — Select this to print the first copy of a multicopy job and then wait for approval before printing the remaining copies.

Page 138: Printer Features

3 PRINTING FROM Macintosh Printer Features In the Printer Features menu, you can set special printing features. Finishing In the Finishing menu, you can set the destination, hole punching and stapling. 1) Destination This selects the destination tray. - Printer’s Default — Select this to set the output to the default tray (that is set as such for raw jobs in the Printer setting page of

TopAccess Administrator’s page).

Page 139 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh 2) Hole Punch This sets whether or not a print job is hole punched. - Off — Select this to print without hole punches. - Long Edge Punch without rotation — Select this to create holes on the left side for a portrait document, or on the top for a landscape document.

Page 140 3 PRINTING FROM Macintosh - Lower Left (Portrait) / Upper Left (Landscape) — Select this to staple on the lower left for a portrait document, or on the upper left for a landscape document. - Upper Right (Portrait) / Lower Right (Landscape) — Select this to staple on the upper right for a portrait document, or on the lower right for a landscape document.

Page 141 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh This option cannot be selected if a Finisher (optional) is not installed. [Saddle Stitch (Portrait) / Saddle Stitch (Landscape)] can be selected only when the Saddle Stitch Finisher (optional) is installed. Stapling cannot be enabled when [Tray 1] is selected at the [Destination] option. 4) Folding Select this check box to have paper folded at its center when it exits after data are printed according to the set print options.

Page 142: Cover Pages

3 PRINTING FROM Macintosh Cover Pages In the Cover Pages menu, you can set Front Cover printing and Back Cover printing. This option menu cannot be set when the Cover Page option for sending a print job with a banner page is enabled. 1) Use Front Cover This sets front cover printing which allows you to insert or print a cover on a sheet fed from a different drawer or the bypass tray.

Page 143 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh The selectable values in the [Source] box vary depending on the optional devices installed on this equipment and their configuration on the Paper Feed menu. Print Style This selects how you want to print a back cover. - Do not print on page —...

Page 144: Digit Password

3 PRINTING FROM Macintosh e-Filing In the e-Filing menu, you can send and store print jobs from your application to e-Filing on this equipment (hard disk). The jobs stored to e-Filing can then be printed using the touch panel. You can select either a public or user box in which to store print jobs.

Page 145 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Watermark In the watermark menu, you can overprint the document with useful information, such as [Confidential], [Draft], [Proof] and [Top Secret]. You can choose from several predefined watermarks or you can create and save your own custom watermarks.

Page 146: Supply Levels

3 PRINTING FROM Macintosh 7) Print under the document Select this to print the watermark text placed below everything. 8) Position Adjust the position of the watermark by moving the scroll bars. Supply Levels In the Supply Levels menu, the remaining toner and paper can be checked. This menu is displayed when Mac OS X 10.4 to 10.6.x is used.

Page 147: Print Dialog On Mac Os X 10.2.X

3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Print dialog on Mac OS X 10.2.x The [Print] dialog boxes can be displayed by selecting the [Print] command from the [File] menu of the application. The [Print] dialog boxes are different between Mac OS X 10.2.x and Mac OS X 10.3.x to Mac OS X 10.5.x. Please see the following section for the descriptions of the [Print] dialog box for Mac OS X 10.3.x to Mac OS X 10.5.x.

Page 148 3 PRINTING FROM Macintosh Layout In the Layout menu, you can set N-up printing (multiple pages per sheets). The items in the Layout menu vary depending on the Mac OS X version. 1) Pages per Sheet This sets the number of multiple pages to be printed on one sheet. The pages are reduced to fit the selected paper size automatically and are printed.

Page 149 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Duplex In the Duplex menu, you can set Two-Sided printing (printing on both sides of a sheet). 1) Print on Both Sides Select this check box to print on both sides of the paper. When this box is selected, select the

binding direction at the [Binding] option.

Page 150 3 PRINTING FROM Macintosh Error Handling In the Error Handling menu, you can set how to report a PostScript error. 1) PostScript Errors This sets whether to print a PostScript error report. - No special reporting — Select this if you do not want to print PostScript error information. - Print detailed report —...

Page 151 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Printer Features In the Printer Features menu, you can set special printing features. P.149 “Booklet” P.150 “Color Settings 1” P.151 “Color Settings 2” P.152 “Color Settings 3” P.152 “Color Settings 4 5” P.153 “Color Settings 4 6” P.153 “Finishing”...

Page 152: Color Settings

3 PRINTING FROM Macintosh Color Settings 1 In the Color Settings 1, you can set special features for printing. 1) Color Type This sets whether to print a job in the color mode or black mode. - Auto — Select this to determine the color mode automatically. When a print job is a black and white document, the system automatically prints the document in the black mode.

Page 153 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Color Settings 2 In the Color Settings 2, you can set image quality for printing. 1) Image Type This sets how colors are printed by selecting the job type. The printer driver automatically applies proper image quality for selected job type.

Page 154 3 PRINTING FROM Macintosh Color Settings 3 In the Color Settings 3, you can set color balance for printing. 1) Color Balance - Cyan Adjusts the density of cyan for printing. You can set from -4 to 4. 2) Color Balance - Magenta Adjusts the density of magenta for printing.

Page 155 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Color Settings 4 6 In the Color Settings 4 6, you can set image attributes for printing. 1) Background Adjustment Adjusts the density level of the background. You can set from -4 (lightest) to 4 (darkest). Finishing In the Finishing menu, you can set the destination, hole punching and stapling.

Page 156 3 PRINTING FROM Macintosh 2) Hole Punch This sets whether or not a print job is hole punched. - Off — Select this to print without hole punches. - Long Edge Punch without rotation — Select this to create holes on the left side for a portrait document, or on the top for a landscape document.

Page 157 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh - Lower Left (Portrait) / Upper Left (Landscape) — Select this to staple on the lower left for a portrait document, or on the upper left for a landscape document. - Upper Right (Portrait) / Lower Right (Landscape) — Select this to staple on the upper right for a portrait document, or on the lower right for a landscape document.

Page 158: Printing Modes

3 PRINTING FROM Macintosh This option cannot be enabled if a Finisher (optional) is not installed. [Saddle Stitch (Portrait) / Saddle Stitch (Landscape)] can be selected only when the Saddle Stitch Finisher (optional) is installed. 4) Folding Select this check box to have paper folded at its center when it exits after data are printed according to the set print options.

Page 159 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh 2) Department Code Select this check box if a department code is required for printing. When this is enabled, specify the department code in the DC menu. Enabling the department code depends on whether this equipment is managed with department codes or not. Please ask your administrator for your department code.

Page 160 3 PRINTING FROM Macintosh Printing Modes DC In the Printing Modes DC menu, you can specify your department code, if this equipment is so enabled. Before specifying the department code, you must check the Department Code option in the Printing Modes menu. Then specify the department code in this menu.

Page 161 3 PRINTING FROM Macintosh 3.PRINTING FROM Macintosh Private Document Password In the Private Document Password menu, you can specify the Document ID number for the private job. It is recommended to specify the Private Document Password when you select to print a private job. If you do not specify the Private Document Password, the private

job uses default Private Document Password “00000”.

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PRINTING FROM UNIX/Linux This chapter provides the instructions on how to print from a UNIX/Linux workstation. Printing From Application .....162 Considerations and limitations.....162 Printing using lp command .....162 Generic “lp” and “lptap” options .....162 General options .....163 PCL5e specific options.....174...

Page 164: Chapter 4 Printing From Unix/Linux

4 PRINTING FROM UNIX/Linux Printing From Application This section describes how to print from a UNIX/Linux workstation. When the User Management setting is enabled, a print job sent from UNIX/Linux workstations is processed as an invalid job according to the User Authentication Enforcement setting. For more information about the User Authentication Enforcement setting, refer to the TopAccess Guide.

Page 165: General Options

4 PRINTING FROM UNIX/Linux 4.PRINTING FROM UNIX/Linux General options Options below apply to all print jobs of the e-STUDIO6550C Series and the e-STUDIO4540C Series. Option commands are case sensitive and must be entered exactly as shown. Some printing functions may be disabled depending on the combinations of option commands because priority is given to the specifications of this equipment over option commands.

Page 166

4 PRINTING FROM UNIX/Linux Stapling This sets whether a print job is printed with staples. When the optional Finisher is installed it can be activated using the following option. Option Value Alternate Value Description staple=0 Stapling is turned off. staple=1 Staple in the top left corner of a portrait page and the upper right corner of a landscape page.

Page 167: Output Bin

4 PRINTING FROM UNIX/Linux 4.PRINTING FROM UNIX/Linux Output Bin The output bin can be specified using the following options. Option Value Alternate Value Description inner Select the inner tray. bin1 Select the upper output tray of the Finisher (optional). bin2 Select the lower output tray of the Finisher (optional).

Page 168: Paper Source

4 PRINTING FROM UNIX/Linux Paper Source The paper source can be selected using the following options. Option Value Alternate Value Description auto-source Select auto paper tray selection. manual Select Bypass Tray. drawer1 upper Select the 1st drawer. cas1 drawer2 lower Select the 2nd drawer.

Page 169: Paper Size

4 PRINTING FROM UNIX/Linux 4.PRINTING FROM UNIX/Linux Paper Size The current paper size can be specified using the following options. Option Value Alternate Value Description letter Select Letter size paper. Select A4 size paper. legal Select Legal size paper. statement Select Statement size paper.

Page 170: Department Code

4 PRINTING FROM UNIX/Linux Department Code The department code can be set using the following option. Option Value Alternate Value Description dept=code Set the department code. A department code within 63 characters comes in [code]. A department code is specified within 63 characters. If the entered department code is longer than 63 characters, it is clipped to 63 characters when a job is sent.

Page 171: Toner Save

4 PRINTING FROM UNIX/Linux 4.PRINTING FROM UNIX/Linux Toner Save The toner save mode can be set using the following option. Option Value Alternate Value Description tonersave=on Set the toner save mode. tonersave=off Cancel the toner save mode. Example: The command to set the toner save mode is “lp -o tonersave=on <filename>”. Booklet Modes The booklet mode can be selected using the following options.

Page 172: Page Layout

4 PRINTING FROM UNIX/Linux Page Layout The booklet mode page layout can be selected using the following options. Option Value Alternate Value Description left2right=off Select right to left

page layout for the booklet printing mode. This value decides the layout of the pages in the booklet.

Page 173: Font Pitch

4 PRINTING FROM UNIX/Linux 4.PRINTING FROM UNIX/Linux Collate The collate option can be selected using the following options. Option Value Alternate Value Description collate=off Cancel the collate printing mode. collate=on Set the collate printing mode. f this option is not specified, the default value of “collate=on” will be used. Example: The command to select collate off is “lp -o collate=off <filename>”.

Page 174: Color Mode

4 PRINTING FROM UNIX/Linux Color Mode This sets whether a print job is printed in color, mono, or twin color. The color mode for printing mode can be selected using the following options. Option Value Alternate Value Description colormode= color Set color mode printing for the print mode.

Page 175: Black Overprint

4 PRINTING FROM UNIX/Linux 4.PRINTING FROM UNIX/Linux Halftone This sets the appropriate processing on halftone images. The halftone can be selected using the following options. Option Value Alternate Value Description halftone=AUTO Set the proper halftone depending on the contents in the document automatically.

Page 176: Pcl5E Specific Options

4 PRINTING FROM UNIX/Linux PCL5e specific options Some of the options only apply to plain text or PCL5e files. Text Wrapping The following options control text wrapping when it reaches the right margin. Option Value Alternate Value Description wrap Enable automatic text wrapping. nowrap Disable automatic text wrapping.

Page 177: Banner Page

4 PRINTING FROM UNIX/Linux 4.PRINTING FROM UNIX/Linux Banner Page A banner page is automatically generated for each file in each job. The banner page is always sent as a PCL5e job, including the following items. Name of the user who performed printing Job ID number and workstation name from which the job was sent Job title (This can be specified using the “-t”...

Page 178

4 PRINTING FROM UNIX/Linux Banner Options The banner page can be printed using the following options. Option Value Alternate Value Description banner=last Print the banner page after the job so that it will be physically on top of the job in the output tray. banner=first banner Print the banner page before the job so that it will be...

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MANAGING PRINT JOBS FROM THE CONTROL PANEL This chapter describes how to use the control panel to control the print jobs and monitor the equipment. Monitoring the Print Job Status .....178 Normal Print / Scheduled Print jobs .....178 Proof Print jobs .....183 Private Print jobs .....186 Hold Print jobs .....190 Invalid jobs .....194...

Page 180: Monitoring The Print Job Status

5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Monitoring the Print Job Status Your print jobs can be monitored on the equipment’s touch panel. The types of print jobs you can monitor include Normal Print, Scheduled Print, Private Print, Hold Print and Proof Print. If the Department Management feature is enabled, the equipment can also display the Invalid jobs, which are held without being printed.

Page 181: Deleting Jobs

5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Deleting jobs Follow the procedure below when you want to delete unnecessary Normal Print / Scheduled Print jobs. On the [JOBS] tab listing the print jobs (P.178), select the job that you want to delete, and then press [DELETE].

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5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Pausing/Resuming jobs Jobs whose status is “Wait” can be held in the queue (Pausing). Pausing jobs On the [JOBS] tab listing the print jobs (P.178), select the job that you want to pause and then press [PAUSE]. The

selected job is paused.

Page 183 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Changing the job order You can change the order of the jobs by moving them within the list. You can only move jobs from and to those whose status is “Wait”. On the [JOBS] tab listing the print jobs (P.178), select the job that you want to move in the list, and then press [MOVE].

Page 184 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Confirming the information of a skipped job You can confirm the information of a job skipped by the Job Skip function. On the [JOBS] tab listing the print jobs (P.178), confirm the information of the skipped job.

Page 185: Proof Print Jobs

5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Proof Print jobs Proof Print refers to the function to print only a single copy as a sample and suspend the rest of the job when you print multiple copies from a computer on the network.

Page 186 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Printing remaining copies Follow the procedure below if you have checked the first copy and want to print the remaining copies. On the Proof Print job list (P.183), select the job for printing. If the target job is not displayed on the screen, use to change between pages.

Page 187 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Deleting Proof Print jobs Follow the procedure below to delete Proof Print jobs. On the Proof Print job list (P.183), select the job that you want to delete, and then press [DELETE].

Page 188: Private Print Jobs

5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Private Print jobs Private Print refers to the function to print a document from a computer on the network only when a set password is keyed in to the equipment’s control panel. This function is useful when you want to print confidential documents and prevent them from being seen by others.

Page 189 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Enter the password for the Private Print job, which has previously been set via the computer, and then press [OK]. The Private Print jobs are listed on the screen. When the Private Print job is sent from a Windows computer: - When the user name that is entered to log in to your computer is used for [User name (Alias)], the displayed list contains the Private Print jobs for which the same password has been set.

Page 190 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Printing Private Print jobs Follow the procedure below to release your Private Print jobs from the control panel. On the Private Print job list (P.186), select a job for printing. You can select more than one job.

Page 191 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Deleting Private Print jobs Follow the procedure below to delete a Private Print job. On the Private Print job list (P.186), select the job that you want to delete, and then press [DELETE].

Page 192: Hold Print Jobs

5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Hold Print jobs Hold Print refers to the function to retain a document from a computer on the network until a user performs printing from the equipment’s touch panel. This function is useful to prevent you forgetting to remove printed sheets. Hold Print jobs can be released or deleted from the Hold Print job list.

Page 193 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL On the Hold Print job list, select the desired user name. The displayed list contains the Hold Print jobs stored in the Hold Print queue. When you enter the nickname for [User name (Alias)] box on the [Others] tab on a Windows computer, and send the job to the equipment, its nickname will be displayed on the Hold Print job list.

Page 194 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Printing Hold Print jobs

Follow the procedure below to process your Hold Print jobs from the control panel. On the Hold Print job list (P.190), select a job for printing. You can select more than one job.

Page 195 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Deleting Hold Print jobs Follow the procedure below to delete a Hold Print job. On the Hold Print job list (P.190), select the job that you want to delete, and then press [DELETE].

Page 196: Invalid Jobs

5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Invalid jobs An Invalid job refers to a job being held due to an incorrect or no department code being entered for performing the job. If the equipment is managed by the Department Management feature with the SNMP network services disabled, entering an incorrect department code for printing from a computer on the network causes the job to be held as an invalid job and stored in the Invalid job queue.

Page 197 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Select [INVALID]. The Invalid jobs are listed on the screen. Printing Invalid jobs If you have entered an incorrect department code for printing, you need to re-enter the correct one. Follow the procedure below.

Page 198 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Press [PRINT]. Printing starts. The job in progress can be monitored from the [JOBS] tab listing the Normal Print jobs (P.178). Deleting Invalid jobs Follow the procedure below to delete an Invalid job. On the Invalid job list (P.194), select the job that you want to delete, and then press [DELETE].

Page 199: Printing Files From Usb Media (Usb Direct Printing)

5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Printing files from USB media (USB Direct Printing) USB Direct Printing refers to the printing of files saved in a USB storage device that is connected to the USB port on the equipment.

Page 200 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Enter the department code using the on-screen keyboard and digital keys, and then press [OK]. The above screen will not be displayed when the equipment is not managed by department codes. Proceed to the next step.

Page 201 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL In the list of files, select the file that you want to print. Select the files you want to print from the list. If the target file is not displayed on the screen, use to change between pages.

Page 202 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Using the on-screen keyboard and the digital keys, enter the user or master password for the encrypted PDF file, and then press [OK]. If the selected encrypted PDF file was created on Adobe Acrobat 6.0 or later, enter the document open password or permissions password.

Page 203 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Press [SETTINGS] and then select the setting items as required. To print a JPEG file, you can set [SIZE]. To print a PDF file, you can set [FINISHING], [2-SIDED] and [PDF Overprint]. 1) Press any of [SIZE], [FINISHING], [2-SIDED] and [PDF Overprint].

Page 204 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 2-SIDED Set 2-Sided Printing. 1 SIDE — Select this to print only one side. BOOK — Select this to print on both sides by setting a vertical binding margin. Pages are turned over from right to left.

Page 205 5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Press [PRINT]. The equipment starts printing. The printouts are directed to the receiving tray. The job in progress can be monitored from the [JOBS] tab listing the Normal Print jobs. Before Disconnecting the USB Storage Device: Make sure that “USB DEVICE in use.

Page 206: Viewing The Print Job Log

5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Viewing the Print Job Log You can view the

log of print jobs on the touch panel. Viewing the print job log On the touch panel, press [JOB STATUS]. Press [LOG] to display the [LOG] tab. Viewing the Print Job Log...

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5 MANAGING PRINT JOBS FROM THE CONTROL PANEL 5.MANAGING PRINT JOBS FROM THE CONTROL PANEL Press [PRINT]. The Print Log is displayed. On the Print Log, each job's user name, date and time of the job, paper size, the number of pages and the number of copies are displayed.

Page 208: Checking Supplies

5 MANAGING PRINT JOBS FROM THE CONTROL PANEL Checking Supplies Viewing the drawer status When the equipment is idle, pressing [JOB STATUS] > [SUPPLY] displays the [SUPPLY] tab. From this tab, you can view the paper size setting selected for each drawer. If you press [SUPPLY] when printing is in progress, the drawer from which paper is being fed is highlighted.

Page 209: Other Printing Methods

OTHER PRINTING METHODS This equipment also supports the following printing methods: FTP Printing ..... 208 Email Printing .....209...

Page 210: Ftp Printing

6 OTHER PRINTING METHODS FTP Printing FTP printing is available when the FTP print service is enabled on this equipment. You can print a document by sending the print file to this equipment using the FTP. This equipment can accept the following files for printing: PCL file PS file...

Page 211: Email Printing

6 OTHER PRINTING METHODS Email Printing Email printing is available when enabled on this equipment. You can print a document by sending the print file, as an email attachment, to this equipment using the mail client software. This equipment can accept only TIFF-FX (Profile S), TIFF-FX (Profile F) and TIFF-FX (Profile J) files for printing: When the User Management setting is enabled, a print job sent by Email is processed as an invalid job according to the User Authentication Enforcement setting.

Page 213: Chapter 7 Appendix

APPENDIX This chapter provides the following contents. Internal Fonts List ..... 212 Internal PCL fonts list .....212 Internal PS fonts list.....213...

Page 214: Internal Fonts List

7 APPENDIX Internal Fonts List The following fonts are included in this equipment. Internal PCL fonts list Courier Helvetica-BoldOblique CG-Times Helvetica-Narrow CG-Times Bold Helvetica-Narrow-Bold CG-Times Italic Helvetica-Narrow-Oblique CG-Times Bold Italic Helvetica-Narrow-BoldOblique CG Omega Palatino-Roman CG Omega Bold Palatino-Bold CG Omega Italic Palatino-Italic CG Omega Bold Italic Palatino-BoldItalic...

Page 215: Internal Ps Fonts List

7 APPENDIX 7.APPENDIX Internal PS fonts list AlbertusMT-Light Eurostile-ExtendedTwo AlbertusMT Eurostile-BoldExtendedTwo AlbertusMT-Italic Geneva AntiqueOlive-Roman GillSans-Light AntiqueOlive-Italic GillSans-LightItalic AntiqueOlive-Bold GillSans AntiqueOlive-Compact GillSans-Italic Apple-Chancery GillSans-Bold ArialMT GillSans-BoldItalic Arial-ItalicMT GillSans-ExtraBold Arial-BoldMT GillSans-BoldCondensed Arial-BoldItalicMT GillSans-Condensed AvantGarde-Book Goudy AvantGarde-BookOblique Goudy-Italic AvantGarde-Demi Goudy-Bold AvantGarde-DemiOblique Goudy-BoldItalic Bodoni Goudy-ExtraBold Bodoni-Italic Helvetica...

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7 APPENDIX NewCenturySchlbk-Italic ZapfDingbats NewCenturySchlbk-Bold IPAexGothic NewCenturySchlbk-BoldItalic IPAexMincho NewYork Optima Optima-Italic Optima-Bold Optima-BoldItalic Oxford Palatino-Roman Palatino-Italic Palatino-Bold Palatino-BoldItalic StempelGaramond-Roman StempelGaramond-Italic StempelGaramond-Bold StempelGaramond-BoldItalic Symbol Taffy Times-Roman Times-Italic Times-Bold Times-BoldItalic TimesNewRomanPSMT TimesNewRomanPS-ItalicMT TimesNewRomanPS-BoldMT TimesNewRomanPS-BoldItalicMT Univers-Light Univers-LightOblique Univers Univers-Oblique Univers-Bold Univers-BoldOblique Univers-Condensed Univers-CondensedOblique Internal Fonts List...

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