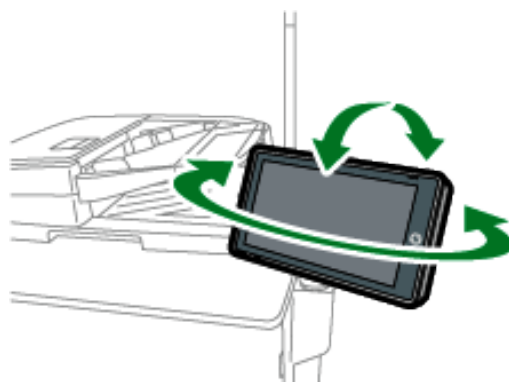


CIP Training

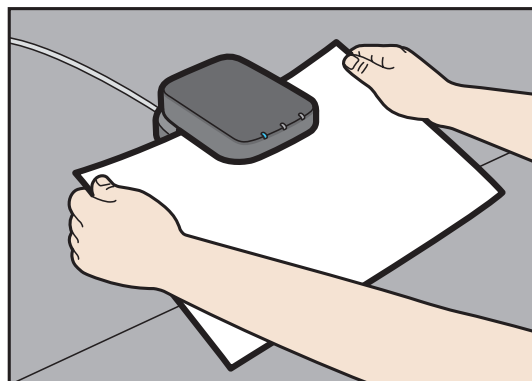
Pro C5300 series

RICOH
imagine. change.

4 Control Panel



DOC PRC1201



Control Panel Information

How to Use the "Settings"

Press [Settings] on the Home screen to change the settings of the machine, edit the address book, or confirm various information.

The "Settings" screen consists of the menus shown below.



1. System Settings

Specify the operation panel display, machine operation settings, operation sounds, timer, network settings and other settings.

2. Address Book

Manage the destination for sending data from the fax or scanner or the authentication information for logging in to the machine.

3. Tray/Paper Settings

Specify the paper tray settings, such as [Paper Tray Priority].

Settings such as paper size and paper type must be specified using [Tray Paper Settings] on the Home screen.

4. Basic Settings When Installing

You can configure the settings easily when installing the machine.

5. Application Settings

Change the settings for the Copier, Document Server, Fax, Printer, and Scanner functions.

6. Search All

You can search for a setting item by entering a keyword. Enter more than one keyword to narrow down the search results.

7. Change Language

You can change the language displayed on the control panel.

8. Inquiry

Confirm the contact for requesting repair of the machine or ordering consumables.

9. Maintenance

You can perform color calibration and color registration.

10. Counter

Display and print the total number of sheets printed for each function.

Control Panel Information

Information Inquiry.

Checking the Machine Status from the Control Panel

Press [Check Status] on the Home screen to confirm the following items:

[Mach./Applic.Stat]/[Current Job]/[Job History] tab

- Machine's status
- Statuses of the error and network
- Operational status of each function
- Status of functions such as Copier or Scanner
- Status of a running job
- Job history
- Machine's maintenance information

The latest 100 jobs are displayed in each Job History of [Copier/Doc.Svr.], [Printer], and [Others]. The jobs are displayed in the order that the log was created, not in the order the jobs were finished.

[Maintnc./Inquiry/Mach.Info] tab

- Remaining amount of toner or paper
- Usage status of the hard disk or memory
- Fax number and IP address of this machine
- Name of consumables and the telephone number of ordering

1. Press [Check Status] on the Home screen.



2. Press [Maintnc./Inquiry/Mach. Info].
3. Confirm the status of this machine.

When you press the key at the top of the window, the screen scrolls to the title position.



4. After confirming, press [Close].

Inquiry

Machine Repairs

- Displays the telephone number for requesting repair of the machine.

Sales Representative

- Displays the sales representative's telephone number.

Supply Order

- Displays the contact number for placing supply orders.

Supplies

- Displays the name of toner, etc., used on the machine.

Machine Version

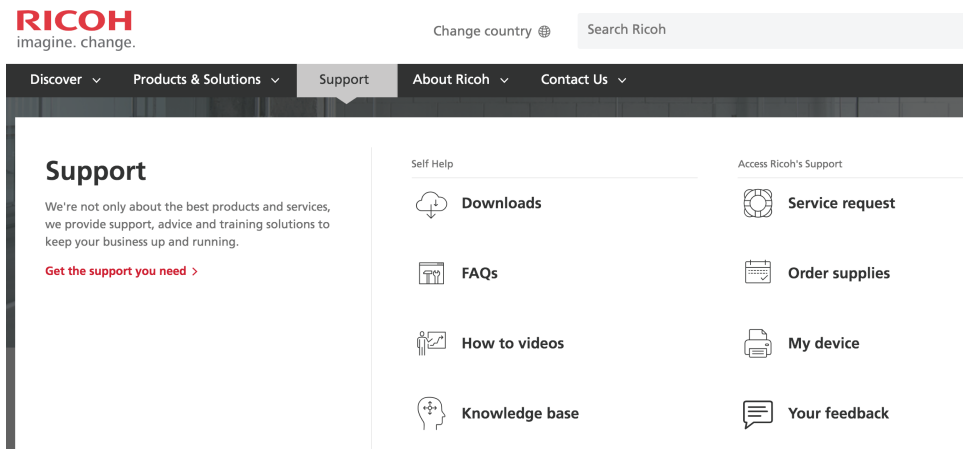
- Displays the version of RICOH Always Current Technology.

CIP Training Pro C5300 series

Self Help/Service Call

Our Customer Care Centre is a phone call away on **1300 887 414**

Alternatively, head to **www.ricoh.com.au/support** to place a service call, order consumables or have further access to "How to" documents and videos.



Web Image Monitor

Web Image Monitor is a screen to confirm the machine status and settings on the computer.

When the machine and a computer can be connected to a network, you can access to Web Image Monitor by entering the IP address of the machine on the address bar of the Web browser.

1. Enter the IP address of the machine in the address bar of the Web browser.



Example: when the IP address of the machine is "192.168.1.10"

- If SSL is specified
https://192.168.1.10/
- If SSL is not specified
http://192.168.1.10/

When you do not know whether SSL is specified on the machine, enter the address starting with https. When you fail the connection, enter the address starting with http.

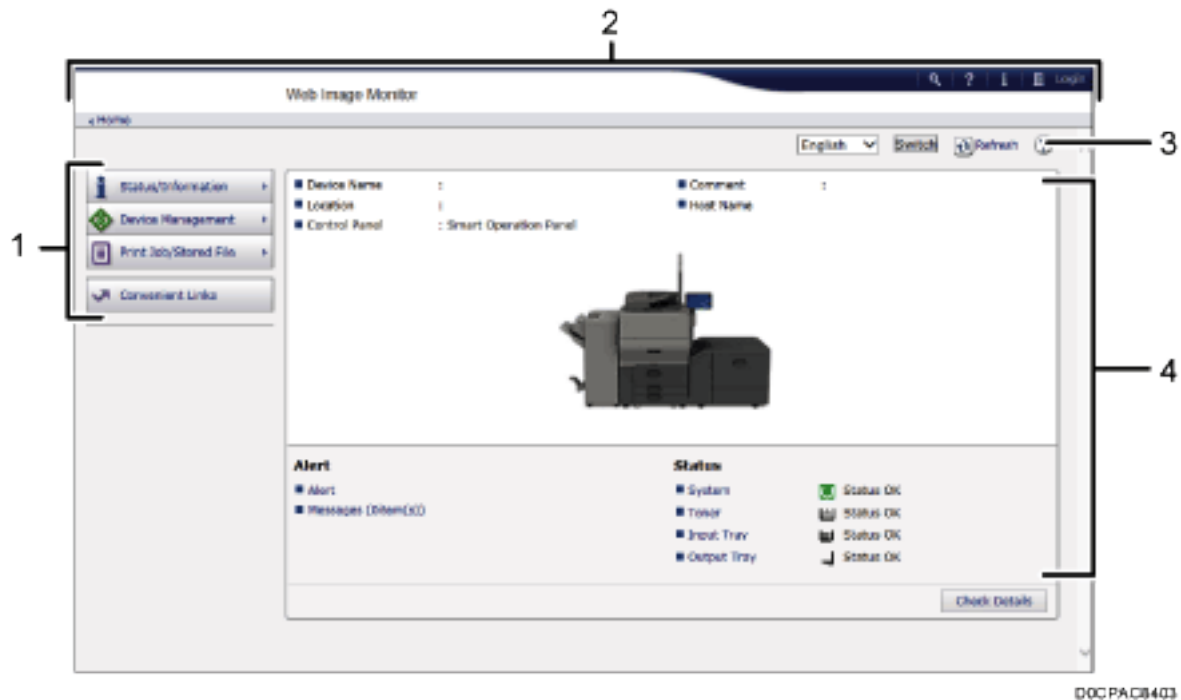
When entering the IPv4 address, do not enter "0" for each segment. If "192.168.001.010" is entered, you cannot access the machine.

The machine status and remaining amount of consumables are displayed.

You can access Web Image Monitor more quickly by registering the machine's URL as a bookmark. Note that the URL you register must be the URL of the top page, which is the page that appears before login. If you register the URL of a page that appears after login, Web Image Monitor will not open properly from the bookmark.

To change the settings, click [Login] at the top right on the screen and enter the User Name and Password. Defaults: User Name: Admin, no password

Self Help/Service Call



1. Menu Area

Menu items described below are displayed.

- Status/Information: Displays the machine status, option configuration, counter, and job status.
- Device Management: Manages the machine settings and Address Book.
- Print Job/Stored File: Operates the files stored in the printer driver or document server.
- Convenient Links: Displays the link to the Favorite URL.

2. Header

An icon to link to the Login screen is placed at the top right on the screen. The Help, Version Information, and Keyword Search buttons are also displayed.

3. Refresh/Help

 (Refresh): Update the information in the work area.

 (Help): View or download Help file contents.

4. Main Area

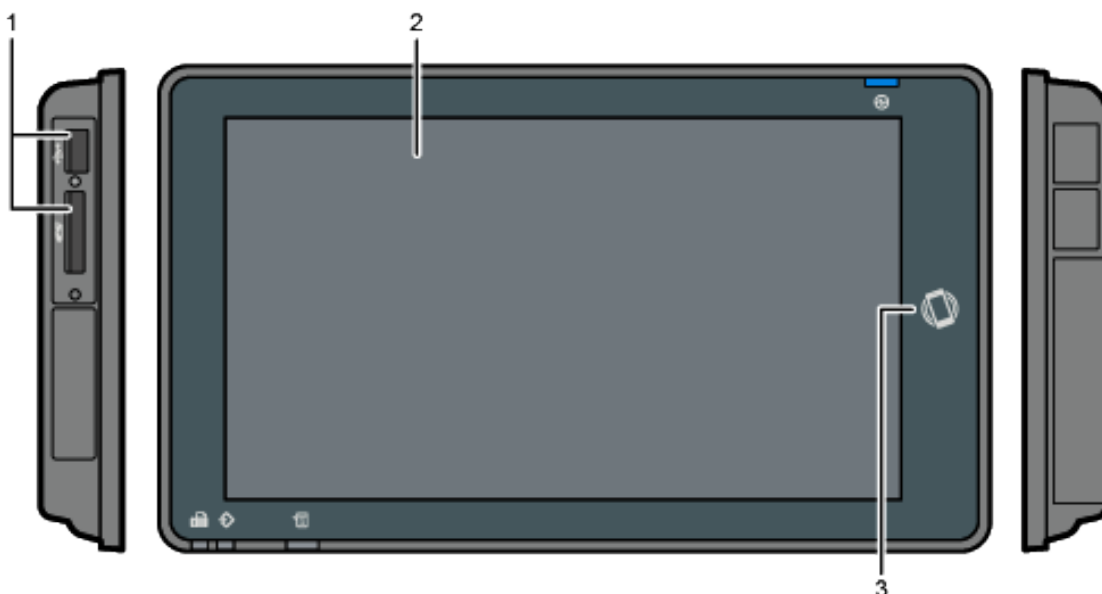
The machine status and settings are displayed.

Control Panel Information

Names and Functions of the Control Panel



The touch panel (Smart Operation Panel) that displays the operation screen of the machine is referred to as the "Control Panel".

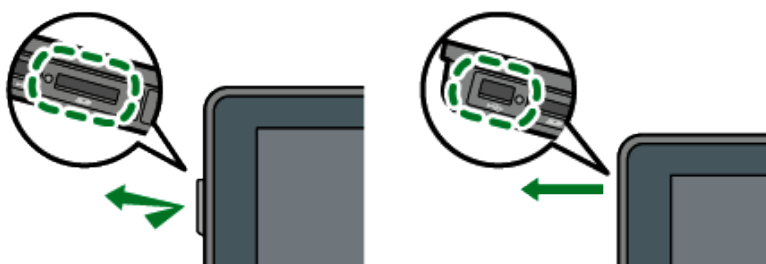
- On both sides of the control panel, interfaces for connecting external devices and slots to insert an SD card/USB flash memory device are provided.
- Even when the screen is turned off, the LED indicators on the frame of the control panel show the status of the machine.



1. Media slots

Insert an SD card or USB flash memory device. You can store the scanned data or print the file stored on the media.

- Use an SD memory card or SDHC memory card with a maximum capacity of 32 GB. You cannot use an SDXC memory card.
- Use the media formatted in FAT16 or FAT32.
- Certain types of USB flash memory devices cannot be used in the machine.
- A USB extension cable, hub, or card reader cannot be used.
- If the power of the machine is turned off or the media is removed from the machine while the machine is reading the data in the media, check the data in the media.
- Before removing the media from the slot, press the icon displayed on the screen ( / ) to cancel the connection.



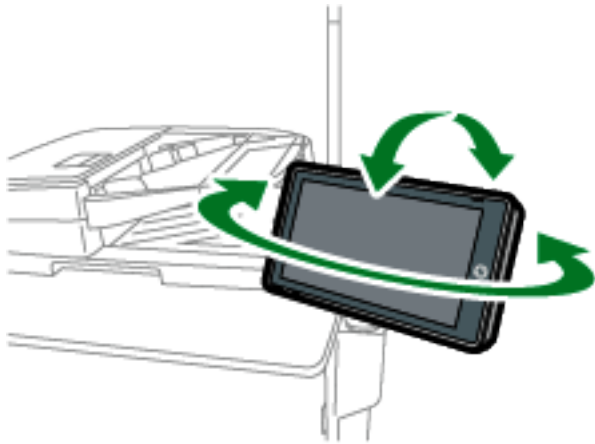
Control Panel Information

2. Touch Panel

Displays the Home screen, operation screen of applications, and messages. Operate with the fingertips.

3. NFC tag

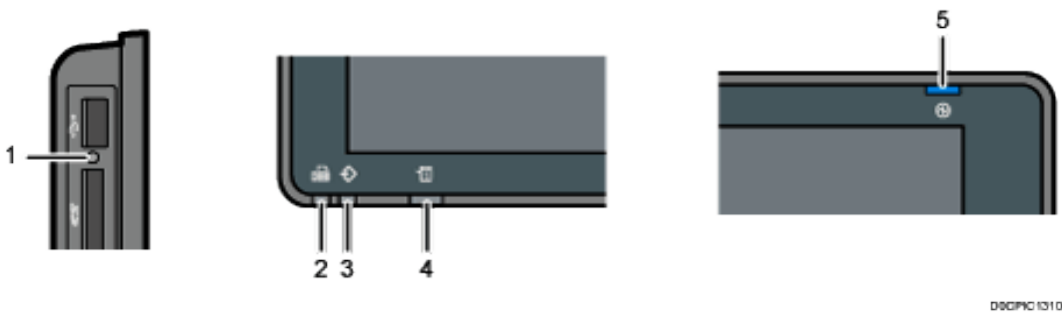
Used to connect the machine and a smart device with the RICOH Smart Device Connector.



Note

You can adjust the angle of the control panel to improve visibility.

LED Indicators



1. Media access indicator

Flashes when data is being read from or written to an SD card.

While the machine is accessing the SD card or USB flash memory device, do not turn the power off or remove the media.

2. Fax indicator

Indicates the status of the fax function.

- Flashing: transmitting and receiving data
- Lit: receiving data (Substitute RX File/Memory Lock Reception/Personal Box)

3. Data In indicator

Flashes when the machine is receiving data sent from the printer driver or LAN-Fax driver.

4. Status indicator


Indicates the status of the system. Stays lit when an error occurs or toner runs out.

5. Main power indicator

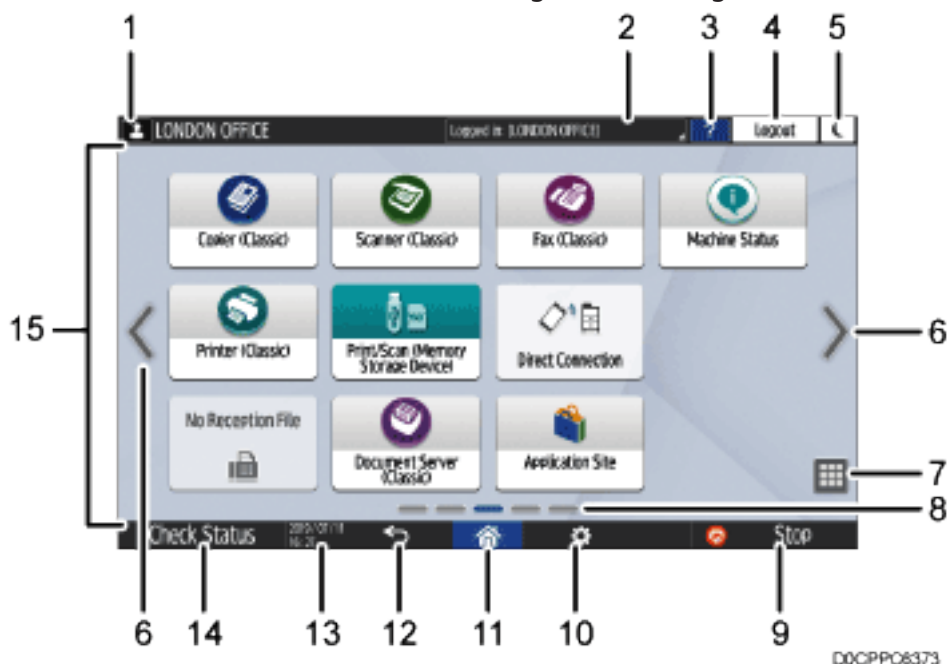
The main power indicator lights up when you turn on the main power switch. In Sleep mode, it flickers slowly.

Control Panel Information

How to Use the Home Screen

Press [Home] () at the bottom center of the screen to display the Home screen on which icons for each function are shown. On the Home screen, you can register frequently used shortcuts and widgets.

- Touch the Home screen to operate it.
- You can add or delete icons and widgets, and change their order.



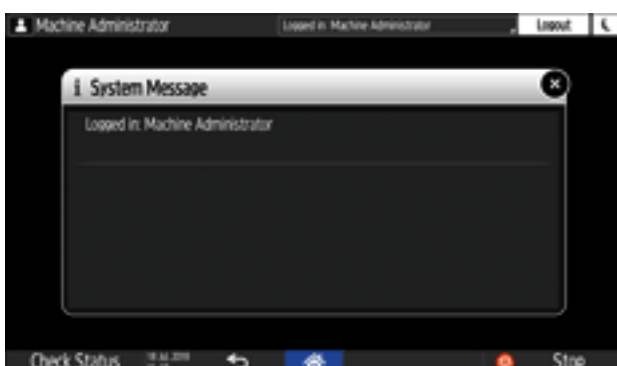
1. Login icon

This icon is displayed when users are logged in. When you press the icon, the names of the users who are currently logged in are displayed.

2. System message

Displays system and application messages. If there are two or more messages, they will be displayed alternately.

If a message indicating that the toner has run out or an error has occurred is displayed, press the message to display the system message list to check the contents.



CIP Training Pro C5200 series

Control Panel Information

3. Help

When the machine is connected to the Internet and Help is available for the screen that is displayed or the error that has occurred, press this icon to display a Help screen.

Specify [Cookie] in the control panel browser to [ON] to display Help properly.

4 . [Login]/[Logout]

These keys are displayed when user authentication is enabled. Press the keys to log in to or log out from the machine.

5. [Energy Save]

Press to enter or exit Sleep mode.

6. Switch Screens

Press to scroll the screens right and left. The Home screen has 5 screens.



7. Application list

Press to display applications that are not displayed on the Home screen.

8. Current display position

Shows which of the five screens is currently displayed.

9. [Stop]

Press to stop scanning or printing.

You can change the setting to stop only a job in progress with [Stop Key to Suspend Print Job].

10.[Menu]

Displayed if a menu is available in the currently selected application.

On the Home screen, press to restore the icons to their factory default positions.

11. [Home]

Press to display the Home screen.

12. [Back]

Press to return to the previous screen.

13. Date/Time and Toner remaining

The current date and time is displayed.

To display the information about Toner remaining, specify [Display Time/Remaining Toner] of [System Bar Settings] to [Remaining Toner].

14. [Check Status]

Press to check the following system statuses of the machine. This lights up in red when an error occurs.

Machine's status, Indicates the error status and network status, Operational status of each function, Status of functions such as Copy or Scanner, Current jobs, Job history, Machine's maintenance information.

15. Icon display area

Displays the icons and widgets.

Paper Catalogue

Using the Paper Catalogue. Overview of Paper Settings

Tray Paper Settings

You need to specify paper sizes and types, for paper trays in order to successfully print on the paper loaded in the paper trays. You can configure these settings in the "Tray paper settings".

Master Paper library

The Master Library contains settings such as paper types, paper weights, and machine operating conditions (i.e. paper feed, fusing temperatures, toner transfer etc.) that are customized for each major commercially available paper product.

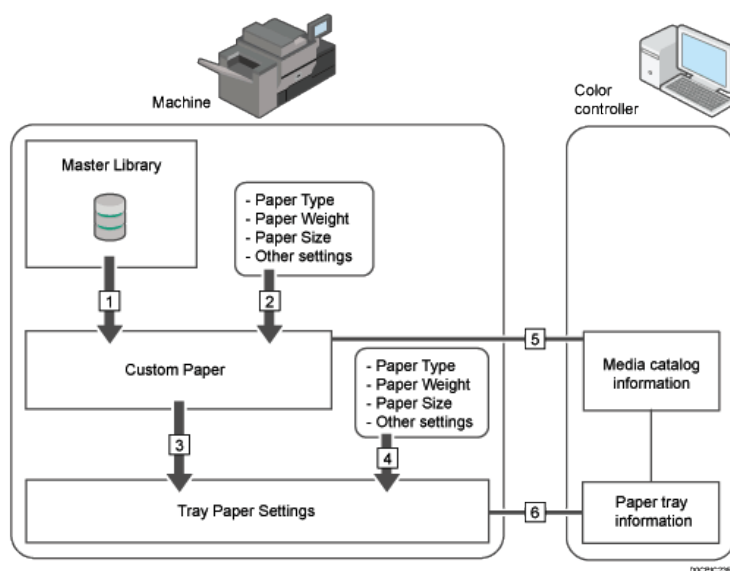
Custom paper

You can register new papers you wish to use as a custom paper by specifying name, size, type, weight, and advanced settings such as paper feed settings, fusing temperatures, registration and many other settings. The custom paper function enables you to configure the tray paper settings simply by assigning a custom paper to a paper tray.

Custom papers can be registered in the following ways:

- Select the paper's name from the paper library.
- Modify a custom paper that has already been registered
- Manually specify the paper's type and weight

Relationships between functions



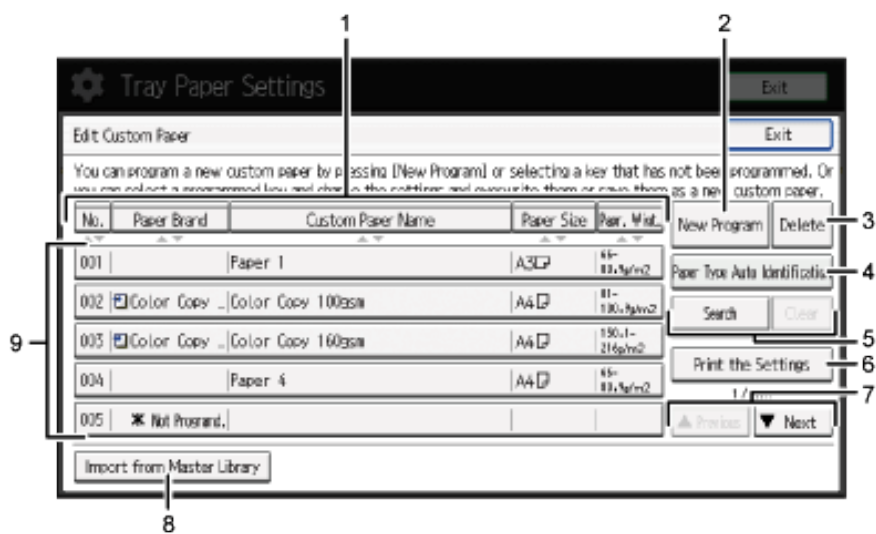
1. You can register the settings stored in the master library to a custom paper.
2. You can register a custom paper by manually specifying the paper's type and weight.
3. You can configure the tray paper settings by assigning a custom paper to each paper tray.
4. You can configure the tray paper settings by manually specifying paper sizes and types.
5. The machine automatically synchronizes the custom paper settings on the machine with the media catalog information on the color controller when using the color controller.
6. The machine automatically synchronizes the tray paper settings on the machine and the paper tray information on the color controller when using the color controller.



Paper Catalogue

How to Use the [Edit Custom Paper] Screen

This section explains the items on the [Edit Custom Paper] screen.

This screen appears when you press [Edit Custom Paper] on the [Tray Paper Settings] screen.



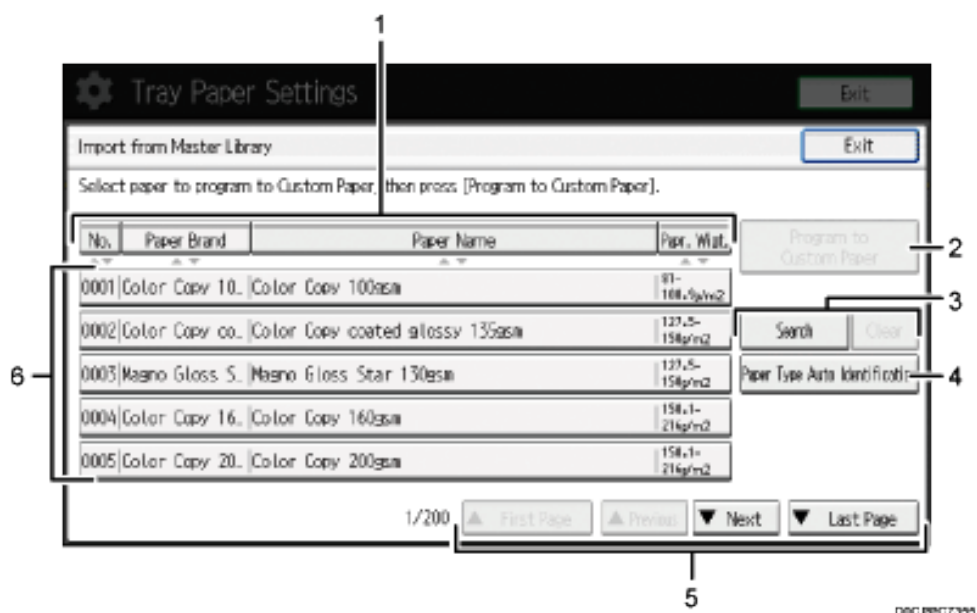
- [No.], [Paper Brand], [Custom Paper Name], [Paper Size], and [Pap. Wgt.]**
Press the item to be used for the sorting.
- [New Program]**
Press this key to register a new type of custom paper.
- [Delete]**
Press this key to delete the selected custom paper from the list.
- [Paper Identification]**
Scans paper with the Media Identification Unit, and then searches the master library for a custom paper with settings that are similar to those of the scanned paper.
- [Search], [Clear]**
Press [Search] to search for papers in the list of custom papers. Press [Clear] to return to the list of custom papers from the search results.
- [Print the Settings]**
Press this key to print the parameters of the custom paper settings.
- [▲ Previous], [▼ Next]**
Displays the previous or next page of the list.
- [Import from Master Library]**
Press this key to recall the custom paper from the master library.
- List of custom papers**
The registration numbers, paper brands, paper names, sizes, and weights of custom papers are displayed in the list. Icons to the left of the product names indicate which custom paper is registered from the master library and whether their settings have been modified.
 -  Indicates a custom paper that is registered from the master library.
 -  Indicates a custom paper that is registered from the master library and that its settings have been modified.

No icons appear for custom papers that were registered manually.

How to Use the [Import From Master Library] Screen

This section explains the items on the [Import from Master Library] screen.

This screen appears when you press [Import from Master Library] on the [Edit Custom Paper] screen.



- 1. [No.], [Paper Brand], [Custom Paper Name], [Paper Size], and [Paper Weight]**
Press the item to be used for the sorting.
- 2. [Program to Custom Paper]**
Press this key to register a new type of custom paper.
- 3. [Search], [Clear]**
Press [Search] to search the papers in the paper list. Press [Clear] to return to the paper list from the search results.
- 4. [Paper Type Auto Identification]**
Scans paper with the Media Identification Unit, and then searches the master library for a custom paper with settings that are similar to those of the scanned paper.
- 5. [▲ First Page], [▲ Previous], [▼ Next], [▼ Last Page]**
Displays the first, previous, next, or last page of the list.
- 6. List of papers in the library**
The registration numbers, paper brands, paper names, and weights of library's papers are displayed in the list.

The contents in the master library on your machine might differ slightly from those shown in the illustrations in this manual.

To update the master library, contact your service representative for details.

Paper Catalogue

Registering a Custom Paper

You can register up to 1000 custom papers.

Check the product name, size, and type of your paper before registering it.

Check that the size and type of your paper are compatible with the paper tray that you want to use. Tray compatibility depends on the paper's size and type.

Note

- When the number of registered custom papers reaches the maximum, you will not be able to register a new custom paper. Delete any unnecessary custom papers from the list, and then try registering again.
- Sheets of custom paper are assigned with a sequential number from 0001. You can change the number on the [Change Custom Paper Settings] screen.

Selecting the Paper's Name from the Master Library

1. Press [Tray Paper Settings] on the Home screen.



2. Press [Edit Custom Paper][Import from Master Library].


3. Select the name of the paper that you want to register.

Press [▲ Previous] or [▼ Next] to scroll through the list to find the paper that you want to select.

You can select two or more types of paper.



4. Press [Program to Custom Paper][Yes][Exit].

5. Press [Home] () to close the [Tray Paper Settings] screen.

Registering a Paper Whose Paper Name Is Not Displayed in the Master Library

If the paper you want is not in the library's paper list or you don't know the name of the paper, use the following procedures:

- Selecting the paper's type from the master library
The master library contains the optimum printing conditions not only for each commercially available paper but also for each type of paper.
You can select the type of paper from the master library and register it as a custom paper even if you don't know the name of the paper. The selectable paper types are as follows: Plain, Yellow, Green, Blue, Ivory, Orange, Pink, Red, Gray, Letterhead, Label Paper, Translucent Paper, Prepunched Paper, Transparency, Envelope, Coated: High Gloss, Coated: Matte, Coated: Glossy, Textured Paper, Metallic/Pearl Paper, Clear File Folder, Synthetic Paper, Carbonless Paper. Each type is divided into several categories according to weight.
- Manually specifying a paper's type and weight
You can register a custom paper by manually specifying its type and weight.


Selecting a paper's type from the Master Library

You can select the type of paper from the master library and register it as a custom paper.

The selectable paper types are as follows: Plain, Yellow, Green, Blue, Ivory, Orange, Pink, Red, Gray, Letterhead, Label Paper, Translucent Paper, Prepunched Paper, Transparency, Envelope, Coated: High Gloss, Coated: Matte, Coated: Glossy, Textured Paper, Metallic/Pearl Paper, Clear File Folder, Synthetic Paper, Carbonless Paper.

1. Press [Tray Paper Settings] on the Home screen.



2. Press [Edit Custom Paper][Import from Master Library].
3. Select the most appropriate combination of type and weight for your paper.
 - The list of paper types appears on the first and following pages in the master library.
 - Press [▲ Previous] or [▼ Next] to scroll through the list to find the paper that you want to select.
4. Press [Program to Custom Paper][Yes][Exit].
5. Press [Home] () to close the [Tray Paper Settings] screen.

Note

You can check and change the settings of the registered custom paper such as the paper size setting on the [Edit Custom Paper] screen

Paper Catalogue

Manually specifying a paper's type and weight




Select the items that will be applied to the paper for the various settings. If the paper to be used and the settings are different, a paper jam may result.

1. Press [Tray Paper Settings] on the Home screen.



2. Press [Edit Custom Paper][New Program].
 3. Press [Change] for [Custom Paper Name].
 4. Enter the name of the paper, and then press [OK].
 5. Press [Change] for [Paper Size].
 6. Select a paper size, and then press [OK].
 7. Press [Change] for [Paper Weight].
 8. Specify the paper's weight, and then press [OK].
- Press [Change] if you changed the paper weight.
9. Press [Next].
 10. As required, specify the paper thickness in units of μm .

The initial setting has not been specified. Specify your preferred setting.

- Press [Change] for [Paper Thickness].
- Press [On]  [Change]
- Enter the paper thickness using the number keys, and then press [#].
- Press [OK].


11. Press [Change] for [Paper Type].
12. Specify the paper type, and then press [OK].

Press [Change] if you changed the paper type.

13. Specify [Coated Paper Type], [Paper Color], [Prepunched or Not], [Textured or Not], [Apply Duplex], and [Apply Auto Paper Select] according to the paper's features.

If you change the [Coated Paper Type], [Paper Color], [Prepunched or Not], or [Textured or Not] and press [OK], a message appears to notify you that the [Advanced Settings] will be initialized. To apply the changes for those settings, select [Change]. To cancel the changes, select [Do not Change].

14. Press [OK][Exit].

If the message "Some functions cannot be set at the same time. Check the settings." appears, adjust the settings with the  icon.

15. Press [Home] () to close the [Tray Paper Settings] screen.

Paper Catalogue

Registering a New Custom Paper by Modifying an Existing Paper

You can open and modify the settings of a registered custom paper and register them as a new custom paper.

This function is useful when registering paper that is the same type as an existing paper, but a different size.



Depending on which settings you modify, details of a newly registered custom paper will be as follows:

- When the settings of the selected custom paper are not changed: All settings of the selected custom paper ([Custom Paper Name], [Paper Size], [Paper Weight], and [Paper Type], including the attributes specific to the color controller) are copied to the newly registered custom paper.
- When the settings [Custom Paper Name], [Paper Size], [Apply Duplex], [Apply Auto Paper Select], or [Advanced Settings] of the selected custom paper are changed:
The changes are applied to the newly registered custom paper.
- When the settings [Paper Weight], [Paper Type], [Coated Paper Type], [Paper Color], [Prepunched or Not], or [Textured or Not] of the selected custom paper are changed:
- The changes are applied to the newly registered custom paper and its advanced settings are reset to their default values according to the changes that are applied to the settings.

When modifying a custom paper that is registered from the master library, you can change its [Custom Paper Name], [Paper Size], [Apply Duplex], and [Apply Auto Paper Select] settings. You can also confirm the brand name and the version of data from [Paper Brand].

1. Press [Tray Paper Settings] on the Home screen.

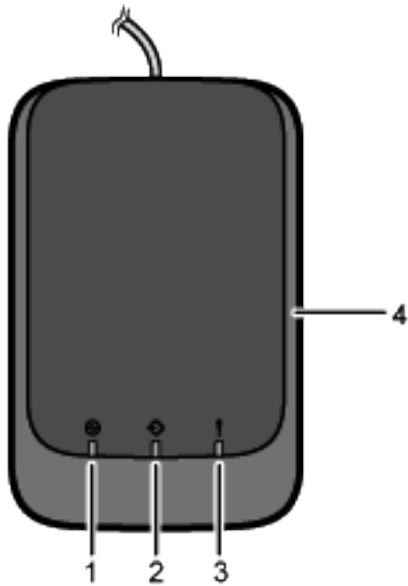


2. Press [Edit Custom Paper][New Program][Use Another Custom Paper's Settings].
3. Select the custom paper whose settings you want to modify, and then press [OK].
4. Change the settings for custom paper (such as paper's name, size, and type), as necessary.
 - If you change the [Paper Weight], [Paper Type], [Coated Paper Type], [Paper Color], [Prepunched or Not], or [Textured or Not] and press [OK], a message appears to notify you that the [Advanced Settings] will be initialized. To apply the changes for those settings, select [Change]. To cancel the changes, select [Do not Change].
5. Press [OK][Exit].
 - If the message "Some functions cannot be set at the same time. Check the settings." appears, adjust the settings with the  icon.
6. Press [Home] () to close the [Tray Paper Settings] screen.

Registering a Custom Paper with the Media Identification Unit

*This unit is an option for this device.

When you scan paper with the Media Identification Unit, the Media Identification Unit searches custom paper in the master library. When custom paper with configurations that are similar to those of the scanned paper is found, it is displayed.



DF2012

1. Power lamp

- Lights up when a USB cable is connected and the Media Identification Unit is ready to start scanning paper.

2. Scanning lamp

- Lights up when paper is inserted into the scanning area.
- After the paper is removed, it flashes while paper is being scanned.

3. Error lamp

- Lights up when an error occurs.

4. Paper scanning area

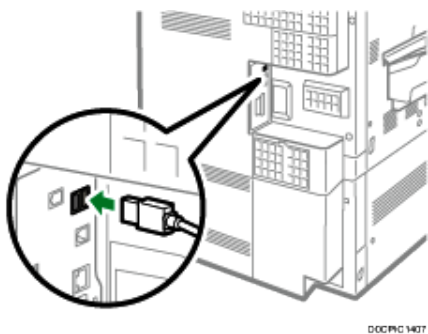
- Insert the paper you want to scan here.

Paper Catalogue Media Identification Unit

How to register paper scanned by the Media Identification Unit as custom paper

Connect the Media Identification Unit

1. Connect the USB cable to the machine's USB host interface.
 - USB host interface



Registering a paper from the master library with the Media Identification Unit

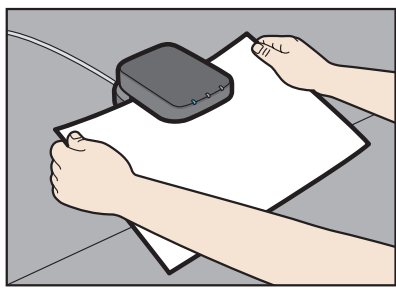
1. Press [Tray Paper Settings] on the Home screen



2. Press [Edit Custom Paper][Import from Master Library].
3. Press [Paper Type Auto Identification]




4. Insert paper into the Media Identification Unit, and then remove it.
Hold the edges of the paper with both hands when inserting the paper.
Keep the paper flat as you pull it out.



"Paper Weight" and "Paper Thickness" as well as "Coated Paper Type" (excluding Matte) are automatically specified.

Paper Catalogue Media Identification Unit

5. Select the custom paper you want to use, and then press [OK].
6. Press [Yes] ► [Exit] ► [Exit].
7. Press [Home] () to close the [Tray Paper Settings] screen.

Note

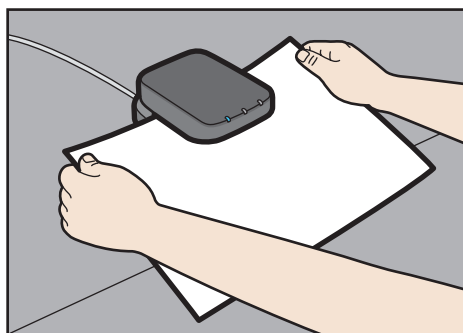
- The list displayed in Step 5 includes custom paper with configurations whose match rates are 80% or higher.
- You can check and change the settings of the registered custom paper such as the paper size setting on the [Custom Paper Management] screen. For details about modifying the custom paper, see "Modifying a Custom Paper" in User Guide.

Registering a new custom paper with the Media Identification Unit

1. Press [Tray Paper Settings] on the Home screen.



2. Press [Edit Custom Paper][New Program][Scan Value to Program with Media Identification Unit].
3. Insert paper into the Media Identification Unit, and then remove it. Hold the edges of the paper with both hands when inserting the paper. Keep the paper flat as you pull it out.





"Paper Weight" and "Paper Thickness" as well as "Coated Paper Type" (excluding Matte) are automatically specified.

4. Change the settings for custom paper (such as paper's name, size, and type), as necessary.

If you change the [Paper Weight], [Paper Type], [Coated Paper Type], [Paper Color], [Prepunched or Not], or [Textured or Not] and press [OK], a message appears to notify you that the [Advanced Settings] will be initialized. To apply the changes for those settings, select [Change]. To cancel the changes, select [Do not Change].

5. Press [OK][Exit].

If the message "Some functions cannot be set at the same time. Check the settings." appears, adjust the settings with the  icon.

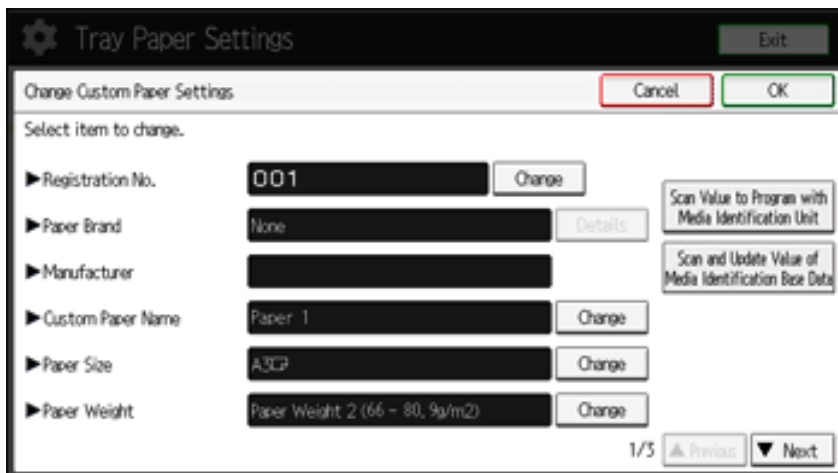
6. Press [Home] () to close the [Tray Paper Settings] screen.

Modifying the registered custom paper settings using the Media Identification Unit

1. Press [Tray Paper Settings] on the Home screen.



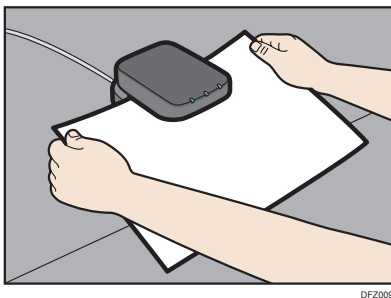
2. Press [Edit Custom Paper]
3. Select the custom paper whose settings you want to modify.
Press [▲ Previous] or [▼ Next] to scroll through the list to find the paper that you want to modify.
4. Press [Scan Value to Program with Media Identification Unit].



5. Insert paper into the Media Identification Unit, and then remove it.

Hold the edges of the paper with both hands when inserting the paper.

Keep the paper flat as you pull it out.




"Paper Weight" and "Paper Thickness" as well as "Coated Paper Type" (excluding Matte) are automatically specified.


6. Change the settings.

If you change the [Paper Weight], [Paper Type], [Coated Paper Type], [Paper Color], [Prepunched], or [Textured] and press [Save Paper], a message appears to notify you that the [Advanced Settings] will be initialized. To apply the changes for those settings, select [Change]. To cancel the changes, select [Do not Change].

7. Press [OK]

If the message "Some functions cannot be set at the same time. Check the settings." appears, adjust the settings with the  icon.

Paper Catalogue Media Identification Unit

8. Press [Overwrite].
Press [Save] to register the paper settings as another custom paper.
9. Press [Yes][Exit].
10. Press [Home] () to close the [Tray Paper Settings] screen.

Note

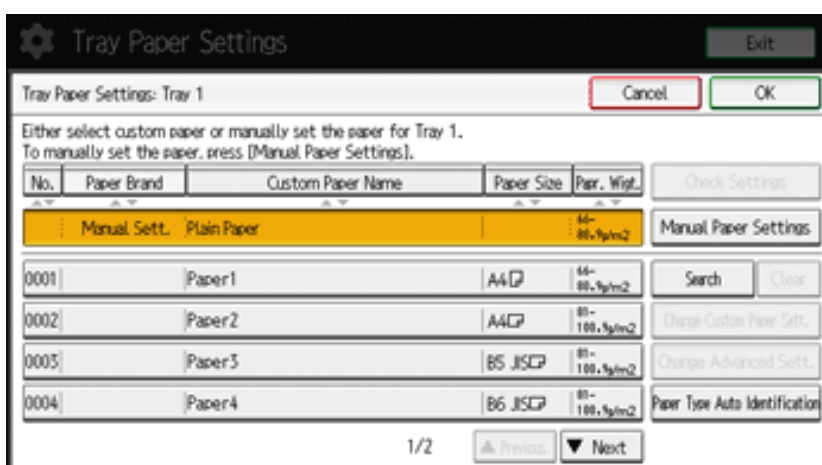
- You cannot modify a custom paper that is assigned to a paper tray. To modify it, cancel the assignment.
- For details about [Advanced Settings], contact your machine administrator.
- Sheets of custom paper are assigned with a sequential number from 0001. You can change the number on the [Change Custom Paper Settings] screen.
- Press [Scan and Update Value of Media Identification Base Data] to register the information scanned by the Media Identification Unit. Also press this button to increase identification accuracy to search for custom paper or register information from custom paper that was registered without using the master library.

Specifying a custom paper for paper trays with the Media Identification Unit

1. Press [Tray Paper Settings] on the Home screen.

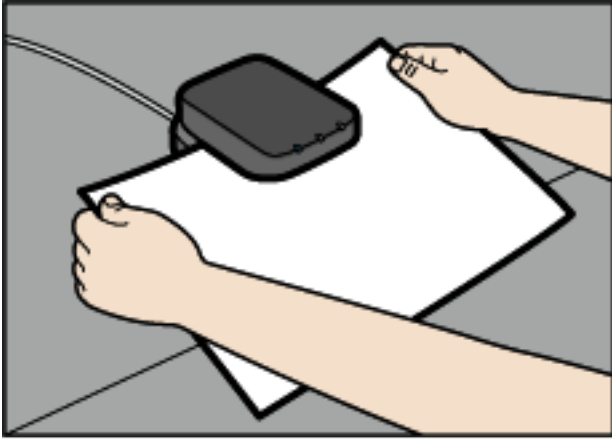


2. Select the number of the tray whose paper settings you want to specify.
3. Press [Paper Type Auto Identification].



Paper Catalogue Media Identification Unit

4. Insert paper into the Media Identification Unit, and then remove it.
Hold the edges of the paper with both hands when inserting the paper.
Keep the paper flat as you pull it out.



CP2008

The list of custom paper whose configurations are similar to those of the scanned paper appears.

5. Select the custom paper you want to use, and then press [OK].
The custom papers that can be used in the selected tray appear.
Press [▲ Previous] or [▼ Next] to scroll through the list to find a paper that you want to select.
After selecting a custom paper, you can check its type and color by pressing Check Settings.
6. Press [Home] (🏠) to close the [Tray Paper Settings] screen.

Image Position (registration)

Adjusting the Image Position of the Either Side of the Paper

To align the image position on the front with that on the back, perform [Registration to Align Front and Back Images].

In [Registration to Align Front and Back Images], there are 3 items: Manual Adjustment, Auto Adjustment, Quick Auto Adjustment.

Adjusted values are saved as custom paper settings.

Requirements for Aligning Front and Back Image Positions

Custom paper with a paper type and thickness that supports duplex printing is allocated to the paper tray.

The paper size is within the following range:

- Vertical length: 182.0-330.2 mm (7.17–13.00 inches)
- Horizontal length: 182.0-487.7 mm (7.17–19.20 inches)

Manual Adjustment

1. Press [Tray Paper Settings] on the Home screen.



2. Press [Registration to Align Front and Back Images].
3. Select the paper tray with the custom paper to align the front and back images.
4. Press [Manual Adjustment].
5. Adjust the image position and magnification on the front (Side 1) and back (Side 2).

For the alignment applied by adjusting the values, see the figure displayed on the screen for each item.

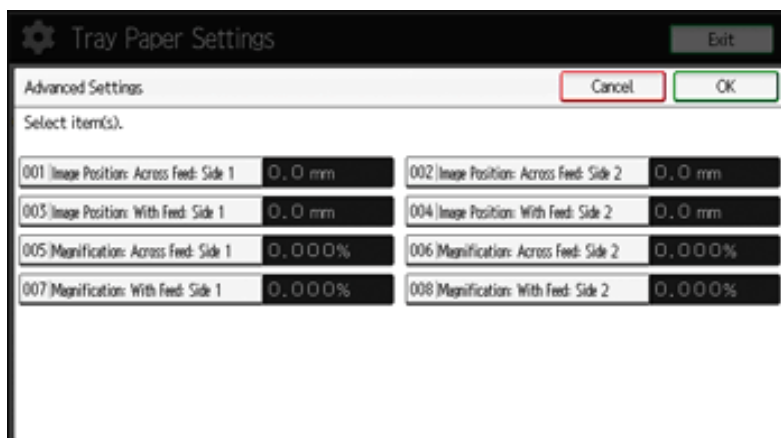


Image Position (registration)


6. After changing the values, press [OK].

7. Press [Test Print].

Test printing is performed to check the printed image.

8. Check if the images on the front and back are aligned on the printed sheet.

For further adjustment, repeat Steps 4 to 8.

9. After completing the alignment, press [Home] () to close the [Tray Paper Settings] screen.

Auto Adjustment and Quick Auto Adjustment

You can automatically correct the front and back misalignment by scanning adjustment sheets on the exposure glass.

The procedure is the same for both Auto Adjustment and Quick Auto Adjustment.

Auto Adjustment consumes 3 adjustment sheets for precise adjustment.

Quick Auto Adjustment consumes 1 adjustment sheet for simple adjustment.

For scanning on the exposure glass, the background sheet is required in addition to the adjustment sheet. To print the background sheet, select A3 or 11×17 paper for a tray paper setting.

1. Press [Tray Paper Settings] on the Home screen.



2. Press [Registration to Align Front and Back Images].

3. Press [Print Background Sheet].

4. Select the paper tray with the A3 or 11×17 paper tray setting, and then press [Print].

The background sheet is printed.

5. Select the paper tray with the custom paper to align the front and back.

6. Press [Auto Adjustment] for precise adjustment and [Quick Auto Adjustment] for simple adjustment.

In Auto Adjustment, 9 sheets (3 blank sheets, 3 adjustment sheets with images printed on both sides and 3 blank sheets) are printed.

In Quick Auto Adjustment, 3 sheets (1 blank sheet, 1 adjustment sheet with images printed on both sides and 1 blank sheet) are printed.

7. Follow the displayed instruction to load the back ground sheet and adjustment sheet on top of it, and then press [Start Scanning].

Repeat this until scanning is completed.


CIP Training Pro C5300 series

Image Position (registration)

8. After the scanning is completed, the alignment result is displayed. Check the result, and then press [Apply].

The adjustment value is applied to the custom paper.

9. Press [Exit].

10. Press [Home] () to close the [Tray Paper Settings] screen.

RICOH
imagine. change.