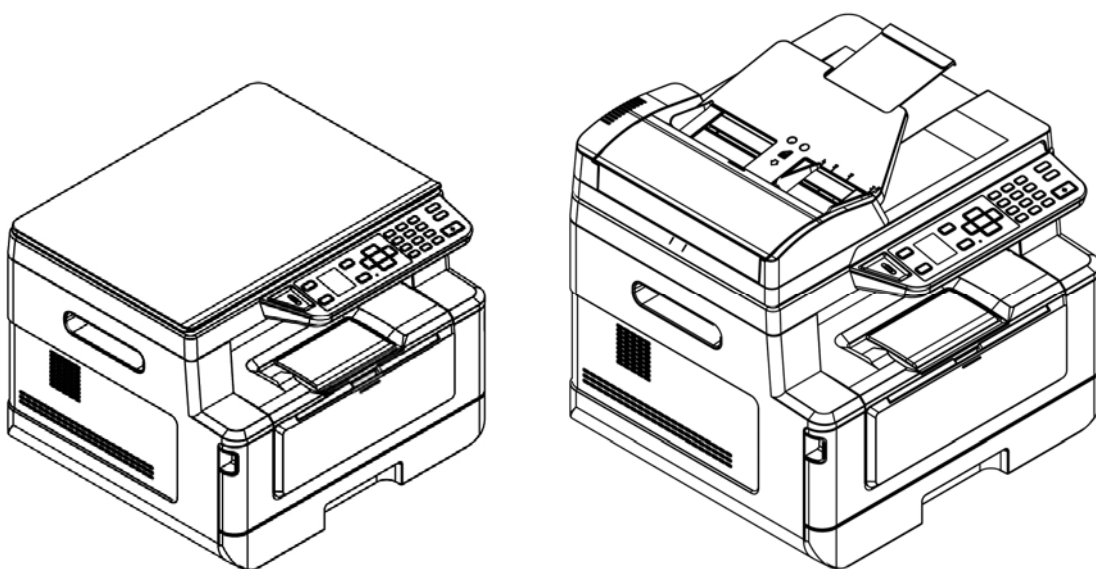

A4 Multi-Function Printer

AM30 Series

User's Manual



Regulatory model:

AM30XX, AM30XXA, AM30XXAF, AM30XXAFP

Avision Inc.

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Safety Information

When using this equipment, the following safety precautions should always be followed.

Safety During Operation

In this manual, the following important symbols are used:

WARNING:

Indicates potentially hazardous situations, which if instructions are not followed, could result in death or serious injury.

CAUTION:

Indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

Important:

Indicates operational requirements and restrictions. Please read and follow these instructions to ensure a proper operation and to avoid damage to the machine.

Note:

Indicates further explanation or clarification. Reading this is highly recommended.

WARNING:

To avoid hazardous electric shock or fire, do not remove any covers or screws other than those specified in this manual.

CAUTION:

- ✓ To reduce the risk of fire, use only no.26AWG or larger telecommunication line cord.
- ✓ Disconnect the power plug by pulling the plug, not the cable.

Precautions

- Do not install the equipment near heating or air conditioning units.
- Do not install the equipment in a humid or dusty place.
- Place the equipment in a separate area with good ventilation.
- It is recommended to make good use of recycled paper for copying.
- Do not dispose of the toner cartridge. Put the used toner cartridge into the bundled plastic bag, and then return it to a dealer or service representative. The latter recycles or deals with the collected toner cartridges in accordance with the relevant regulations.
- The equipment is equipped with both the power-saving and standby modes. The equipment can not achieve zero energy consumption state until it is not connected to any external power supply.
- Retain the box and packing materials for shipping purposes.

Notice

Important

- Do not make copies of any item for which copying is prohibited by law.
- Copying the following items are normally prohibited by the local law:
Bank bills, revenue stamps, bonds, stock certificates, bank drafts, checks.

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Safety Instruction

This printer is a page printer which is operated by means of a LSU (Laser Scanning Unit) printhead. There is no possibility of danger from the LSU printhead, provided the printer is operated according to the instructions in this manual. Since radiation emitted by the LSU printhead is completely confined within protective housings and external covers, the LSU beams cannot escape from the machine during any phase of user operation.

- Do not place a coffee cup, vase, or other liquid-filled container on the machine. Spillage can damage the machine's electrical parts and insulation.
- Take care not to drop paper clips, staples, or any other metal objects into the machine.
- When clearing paper jams, refer to the instructions in this manual.
- Before disconnecting the plug, turn the machine off. Make sure your hands are dry. Hold the plug itself, not its cord, when disconnecting it from the receptacle.
- Never attempt to open any fixed cover.
- Do not attempt to alter the machine or its parts.
- Under normal conditions the small quantities of ozone gas produced by the machine are harmless. However, if the machine is used for an extended period or within a small room, you should make sure that the area is adequately ventilated. Also ventilate the room if you notice the machine smells after a period of frequent or extended use.
- Do not modify this product, as a fire, electrical shock, or breakdown could result. If the product employs a LSU print head, the LSU beam source could cause blindness.
- Do not attempt to remove the covers and panels which have been fixed to the product. Some products have a high-voltage part or a LSU beam source inside that could cause an electrical shock or blindness.
- If this product becomes inordinately hot or emits smoke, or unusual odor or noise, immediately turn OFF the power switch, unplug the power cord from the power outlet, and then call your authorized service representative. If you keep on using it as is, a fire or electrical shock could result.
- If this product has been dropped or its cover damaged, immediately turn OFF the power switch, unplug the power cord from the power outlet, and then call your authorized service representative. If you keep on using it as is, a fire or electrical shock could result.
- The inside of this product has areas subject to high temperature, which may cause burns. When checking the inside of the unit for malfunctions such as paper mis-feed, do not touch the locations (around the fusing unit, etc.) which are indicated by a 「Caution! Hot Surface」 caution label.
- Do not store the machine's consumables in any of these locations:
 - Where the temperature or humidity may be excessively high.
 - Where flammable items or liquids are stored.
 - In direct sunlight.
 - In dusty conditions.

Federal Communications Commission (FCC) compliance information statement

Part 15

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.



European Union Regulatory Notice

Products bearing the CE marking comply with the following EU Directives:

- Low Voltage Directive 2014/35/EC
- EMC Directive 2014/30/EC
- Restriction of the use of certain hazardous substances (RoHS) Directive 2011/65/EU
- RED (Radio Equipment Directive) (2014/53/EC)

This product satisfies the Class B limits of EN55022, EN55024, safety requirements of EN 60950 and ROHS requirements of EN50581.

*This machine is certified as Class 1 Laser/LED product.

FCC Caution:

Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

This device is intended only for OEM integrators under the following conditions:

- 1) The antenna must be installed such that 20 cm is maintained between the antenna and users.
- 2) The transmitter module may not be co-located with any other transmitter or antenna.

IMPORTANT NOTICE:

FCC Radiation Exposure Statement:

This equipment complies with FCC radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with minimum distance 20cm between the radiator & your body. To maintain compliance with FCC RF exposure compliance requirements, please avoid direct contact to the transmitting antenna during transmitting.

IC Notice:

Operation is subject to the following two conditions:

- 1) This device may not cause interference and
- 2) This device must accept any interference, including interference that may cause undesired operation of the device.

IMPORTANT NOTE:

IC Radiation Exposure Statement:

This equipment complies with IC radiation exposure limits set forth for an uncontrolled environment. End users must follow the specific operating instructions for satisfying RF exposure compliance. This equipment should be installed and operated with minimum distance 20cm between the radiator & your body.

This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

Règlement d' Industrie Canada

Les conditions de fonctionnement sont sujettes à deux conditions:

- (1) Ce périphérique ne doit pas causer d'interférence et.
- (2) Ce périphérique doit accepter toute interférence, y compris les interférences pouvant perturber le bon fonctionnement de ce périphérique.

Disposal of Waste Equipment by Users in Private Union

This symbol on the product or on its packaging indicates that the product can not be disposed of with your other household waste. Instead it should be sent to appropriate facilities for recovery and recycling in an effort to protect human health and the environment. For more information about where you can drop off your waste equipment for recycling, please contact your local city office, your household waste disposal service or the shop where you purchased the product.

Product Safety Guide

Please clearly read all these instructions, and follow all instructions and warnings before installing and using the device.

The following indications are used in this document to obviate any chance of accident or damage to you and/or the device.

 WARNING	Indicates potentially hazardous situations, which if instructions are not followed, could result in death or serious injury.
 CAUTION	Indicates a potentially hazardous situation which, if instructions are not followed, may result in minor or moderate injury or damage to property.

WARNING

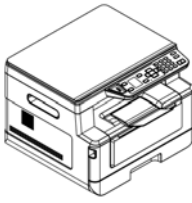
- Use only the USB cable that came with your device and avoid abrasions, cuts, fraying, crimping, and kinking. Using any other USB cable could cause fire, electrical shock, or injury.
- Place the device close enough to the computer so that the interface cable can easily reach between the device and the computer.
- Do not place or store the device:
 - Outdoors
 - Near excessive dirt or dust, water, or heat sources
 - In locations subject to shocks, vibrations, high temperature or humidity, direct sunlight, strong light sources, or rapid changes in temperature or humidity
- Do not use the device with wet hands.
- Never disassemble, modify, or attempt to repair the device or device option by yourself, except as specifically explained in the device's documentation. This could cause fire, electrical shock, or injury.
- Unplug the device and the USB cable, and refer servicing to qualified service personnel under the following conditions:
 - Liquid has entered the device.
 - Object has entered the device.
 - The device has been dropped, or the case has been damaged.
 - The device does not operate normally (i.e. appearance of smoke, strange smell, odd noise, etc.), or exhibits a distinct change in performance.
- Unplug the device and the USB cable before cleaning.

 CAUTION:

- Do not locate the device on rickety or aslope tables. Do not locate the device on unstable surface. The device may fall down and this may result in injury.
- Do not place heavy objects on the unit. It may cause unbalance and the device may fall down. This may result in injury.
- Store the AC Power cord/USB cable bundled out of the reach of children to avoid the risk of injury.
- Keep plastic bags bundled out of the reach of children to avoid the danger of suffocation.
- If you are not going to use the device for a long period, unplug the USB cable from the electrical outlet.



The document is intended to be used for the following models:

AM30XX (A Flatbed MFP)	AM30XXA (A MFP with an auto document feeder)	AM30XXAP (A MFP with a document feeder, and a page device)	AM30XXAF(A MFP with an auto document feeder, and a fax module)	AM30XXAFP (A MFP with a document feeder, a fax module, and a page device)
				

1. Overview

Introduction

Congratulations on your purchase of Avison's MFP. This MFP is Avison's most innovative product which integrates scan, copy, print, email, and fax functions into one unit. The product supports document size up to legal size.

In addition, through the network port at the back of the machine, the product is able to work as a network printer. Through the color LCD screen and the easy-to-use control panel, making copy is easy just as you normally do on a regular copier.

"The product" refers to the following MFP models. The following table shows the differences between each model:

AM30XX (A Flatbed MFP)	AM30XXA (A MFP with an auto document feeder)	AM30XXAP (A MFP with a document feeder, and a page device)	AM30XXAF(A MFP with an auto document feeder, and a fax module)	AM30XXAFP (A MFP with a document feeder, a fax module, and a page device)
				

- **Auto Document Feeder:** Auto Document Feeder allows 1-Sided scanning and copying for multi-page document.
- **Fax module:** With the optional fax module and a telephone line, the product allows you to use it as a fax machine to send documents to your recipients.
- **Wi-Fi :** With an external Wi-Fi USB dongle connected to the USB port, the product allows you to connect your computer through wireless connection. Plus, if you have installed a MB App on your mobile devices, the product allows you to scan and receive the scanned image from a mobile device.

Features

Various Advanced Copy Features

The product is designed with various advanced copy features which include ID card copy, paper saver to copy multi-page document onto a single sheet, etc.

Printing:

When the product is connected to a computer through the USB interface or a network port, it is able to perform 2-Sided printing through a computer on the network.

Scan-to-e-mail, USB, FTP or CIFS

The product offers an unprecedented document delivery technology, transmitting paper documents electronically over the internet to various destinations including e-mail addresses, the MFP's memory, an USB flash drive (supports partition type FAT16/FAT32), ftp servers, or someone else's computer on the network. The new way to distribute documents is faster, more cost effective, and safer than any traditional methods such as mail, or courier.

Faxing (for AM30XXF only):

With a built-in fax board and an additional telephone line, the product is able to transmit your scanned document to a fax machine just like regular fax machine.

Scanning:

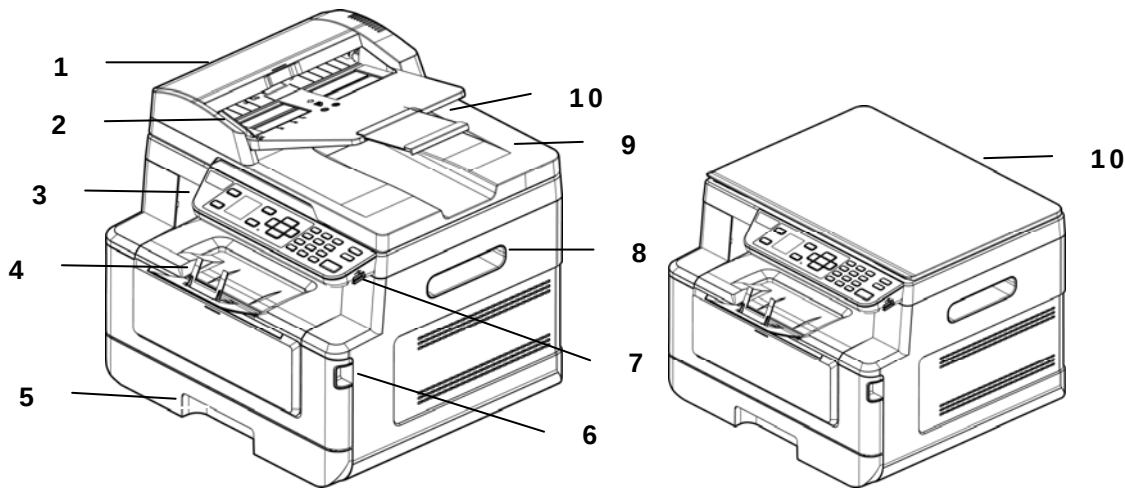
When the product is connected to a computer and the scanner driver is installed onto a connected computer through the USB port, it can be used as a full scanner to capture photos or documents into your computer.

Remote Device Management through Embedded Web Page

The product provides an embedded web page to let the system administrator remotely monitor the product by managing an address book, checking the supplies status of toner cartridge.

The External View

The Front View

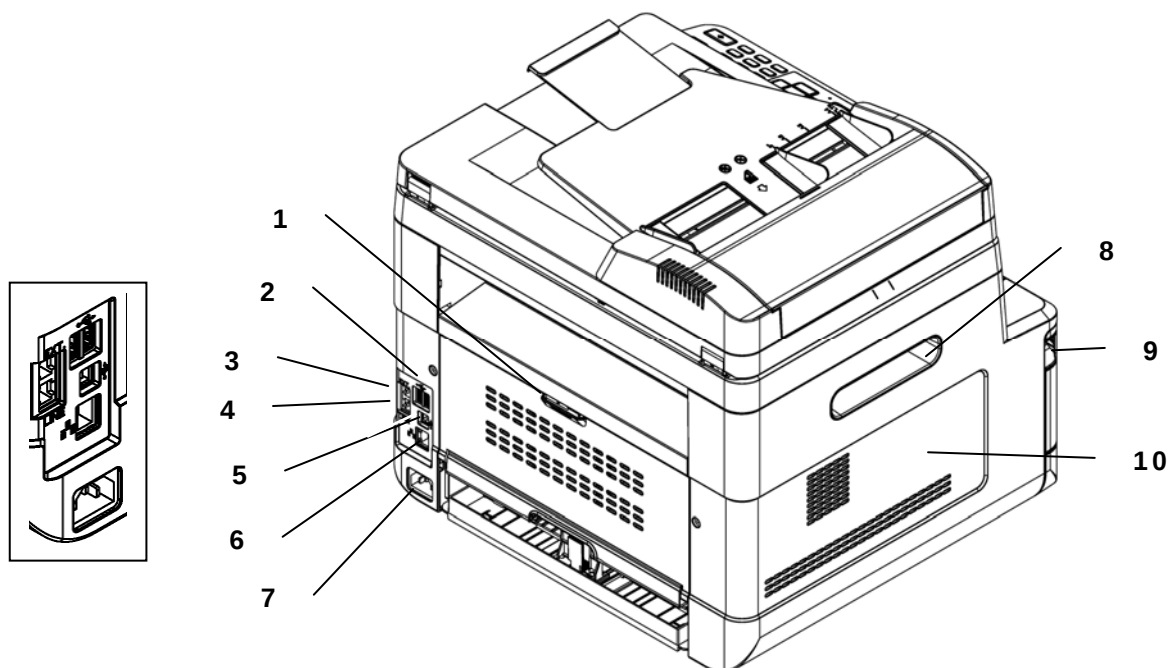


A MFP with an Auto Document Feeder

A Flatbed MFP

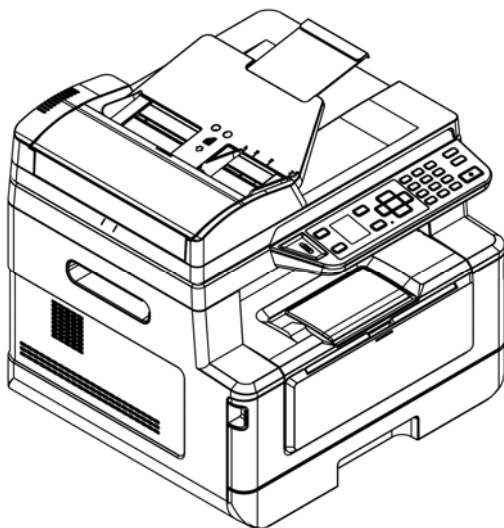
1. Auto Document Feeder	6. Handle of the Front Cover
2. Paper Guide	7. USB Port (USB Flash Drive, FAT16/FAT32)
3. Control Panel	8. Handle of the Side Cover
4. Paper Stopper	9. Document Cover
5. Main Paper Tray	10. Extension

The Rear View



1. Handle of the Rear Cover	6. Network Port
2. USB Port (Type A, to USB flash Disk)	7. Power Receptacle
3. Ext (Telephone Set)	8. Handle of the Side Cover
4. Line (Telephone Line)	9. Handle of the Front Cover
5. USB Port (Type B, to PC)	10. Side Cover

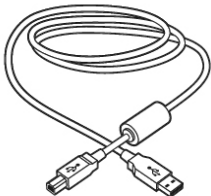
Package Contents



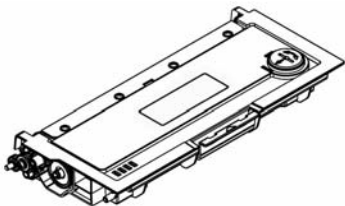
Main Unit



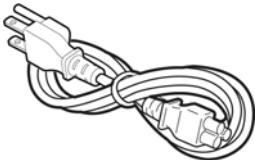
CD-ROM (Including Driver, and User's Manual)



USB Cable

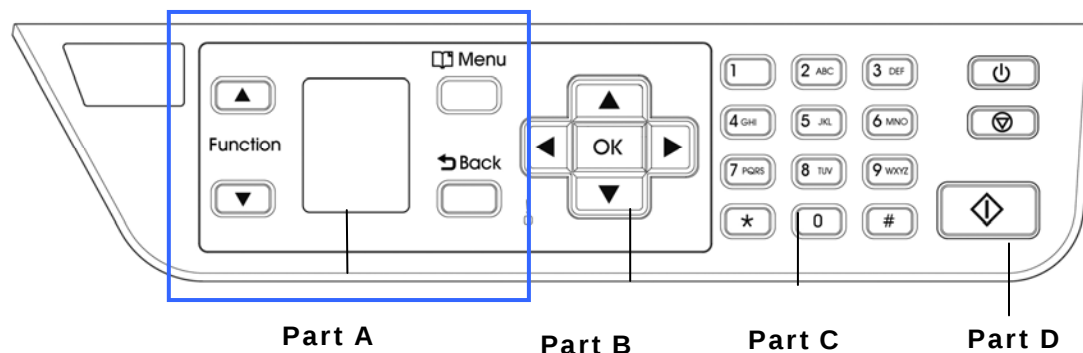


Toner Cartridge



Power Cord

Control Panel



Part A:

Function ▲ / ▼	Used to choose a working mode.
LCD screen	Used to display information and provide access to the product's functions.
Menu	Used to enter the Menu mode.
Back ↶	Used to go back to the previous level.

Part B: Function Keys

◀	• Used to scroll backwards through menu selection. • Used to delete text while entering a text.
▶	• Used to scroll forwards through menu selection. • Used to add a space from the right while entering a text.
OK	Used to confirm a selection in Menu mode.
▲ / ▼	Used to display or select an option.
LED Light	Used to indicate the machine's status.

Part C: Numeric / Character Keypad

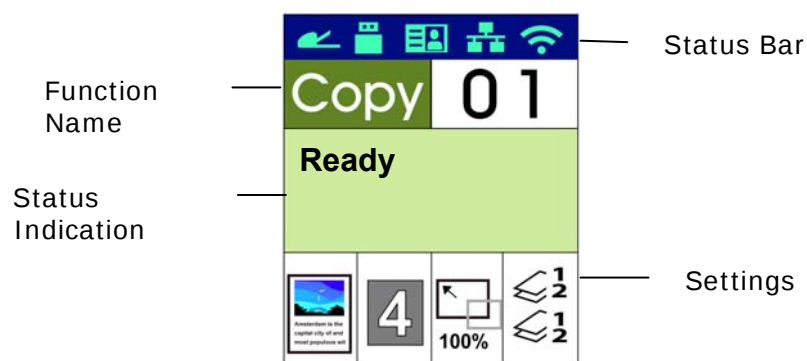
Used to enter copy quantity, fax number.

Part D: Start Button & Other Buttons

Used to choose the Start button to perform the copy, scan, fax, e-mail, or filing function.

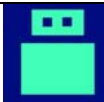
Power: Press to turn on the machine.
Stop/Cancel: Press to pause a current job.
Start: Press to start a copy, scan-to, fax, or other job.

LCD Screen and Status Bar



Status Bar

Icon	Name	LED Light Color / Status Indication	
	Wi-Fi Mode		A green icon indicates connection successful
			A gray icon indicates obtaining IP
		No Display	No Wi-Fi USB dongle
	Wi-Fi AP Mode		A green icon indicates connection successful
			A gray icon indicates obtaining IP
		No Display	No Wi-Fi USB dongle

	Ethernet Mode		A green icon indicates connection successful
			A gray icon indicates no connection of the wired network cable.
			An Auto IP address has been given to the device since DHCP server is not working. Yet network connection is only limited to Local Area Network (LAN).
	CSA6 Mode		A green icon indicates connection successful
			A gray icon indicates no connection.
	USB Mode		A green icon indicates connection successful
			A gray icon indicates no connection.
	Auto Document Feeder Mode		A green icon indicates there is paper in the Auto Document Feeder.
			A white icon indicates no paper in Auto Document Feeder.
			A gray icon indicates no connection.
	High Temperature	Temperature inside the printer is too high. Each rear-side printing will be stopped for 6 seconds and then continued printing. After the machine has been idled for 30 minutes and the temperature has dropped to normal degrees, the [High Temperature] icon will then disappear.	

2. Installing Your Machine

Precautions

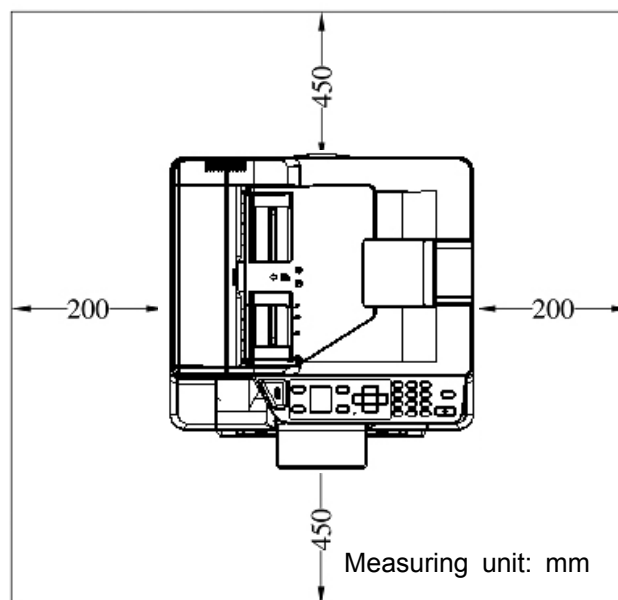
- Do not install the equipment near heating or air conditioning units.
- Do not install the equipment in a humid or dusty place.
- Place the equipment in a separate area with good ventilation.
- The equipment is equipped with both the power-saving and standby modes.

The equipment can not achieve zero energy consumption state until it is not connected to any external power supply.

- Be sure to use the correct AC power supply.
- Retain the box and packing materials for shipping purposes.

Operational Space

Please reserve the following operation space.



Machine dimension: 402 x 380 x 308 mm (WxDxH) (AM30XX)

Machine dimension: 402 x 380 x 367 mm (WxDxH) (AM30XXA, AM30XXAP, AM30XXAFP)

Removing the Tapes of the Toner Cartridge



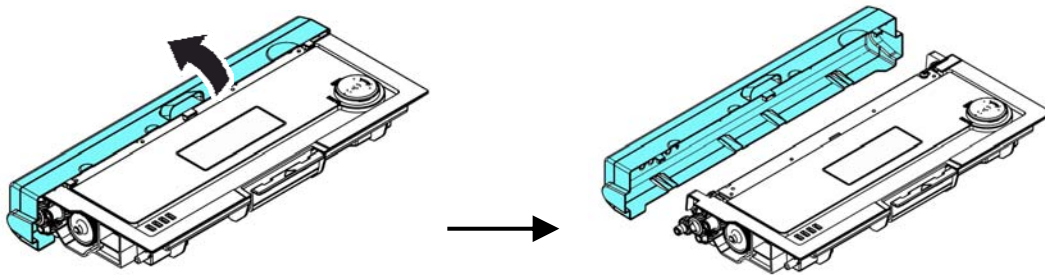
Important!

When you unpack the machine, a toner cartridge has been packed separately besides the machine. Please remove the package cushion and tapes on the toner cartridge before using it.

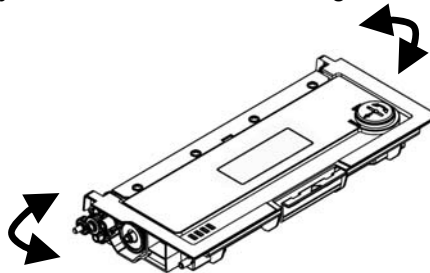
Installing the Toner Cartridge

Please follow these steps to install the toner cartridge:

1. Unpack the new toner cartridge.
2. Remove the protective cover.



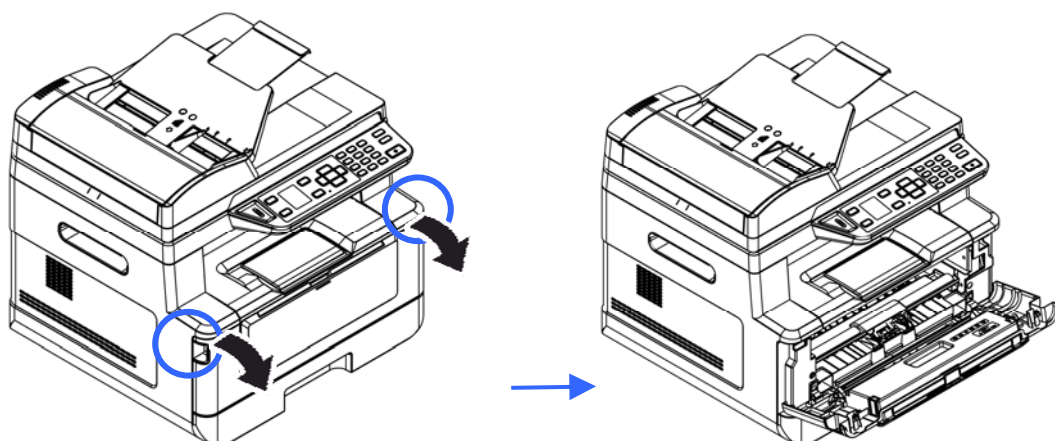
3. Tilt the toner cartridge up and down and then right and left 10 times to distribute the toner evenly inside the toner cartridge.



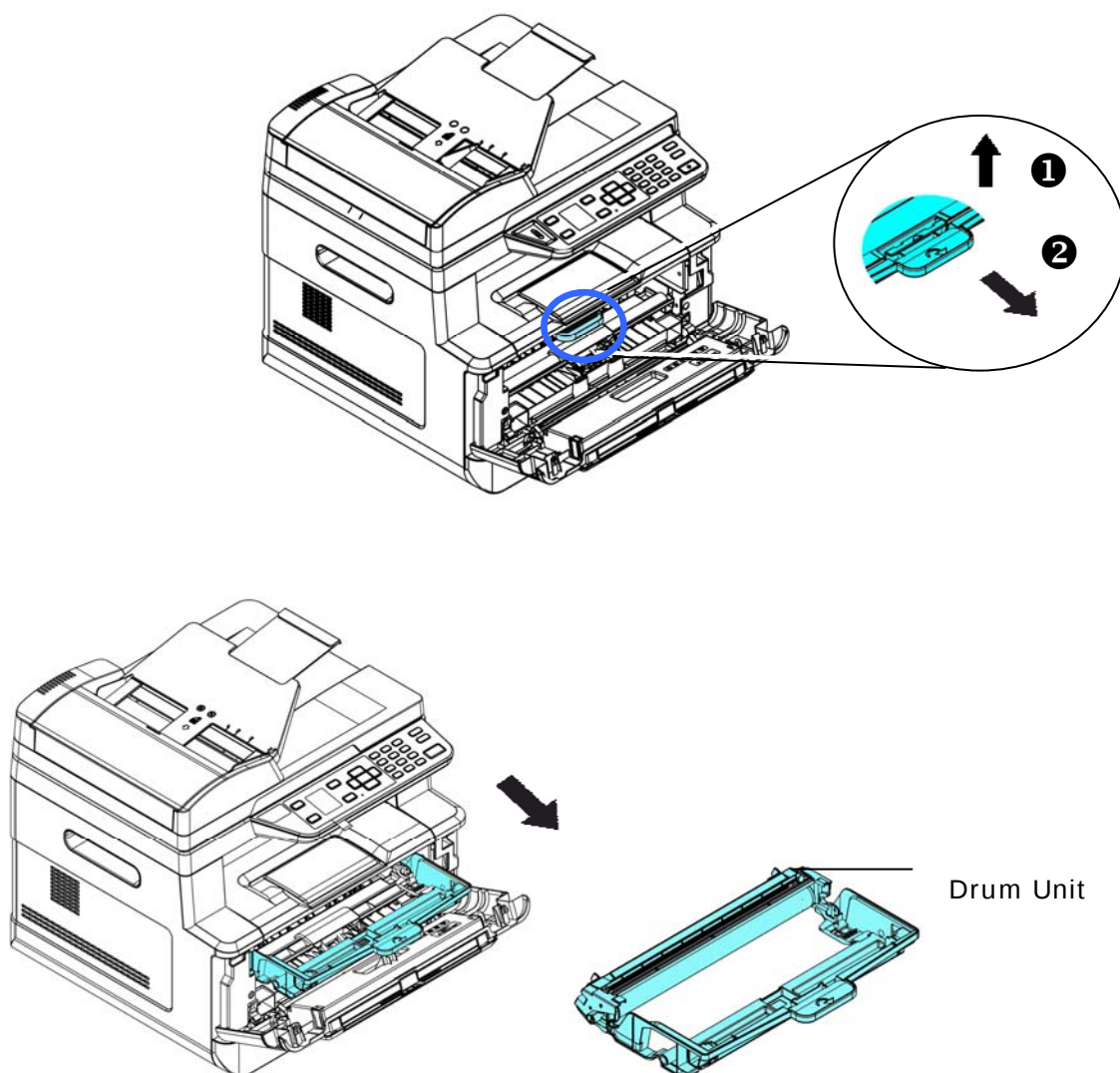
Warning!

- Be careful not to inhale toner.
- If toner gets on your clothing or other fabric, wipe off the toner with a dry cloth. Wash the items in cold water and air dry.
- To avoid print quality problems, DO NOT touch the toner rollers.
- To prevent the toner cartridge from damage, do not expose it more than several minutes.

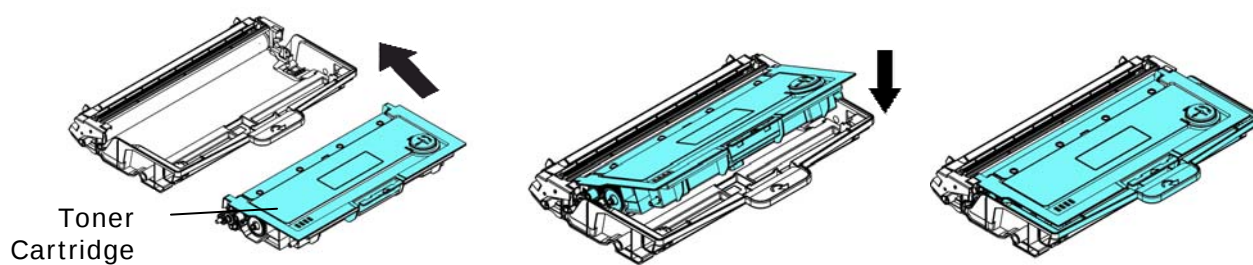
4. Open the front cover by pulling the handles on both sides as shown.



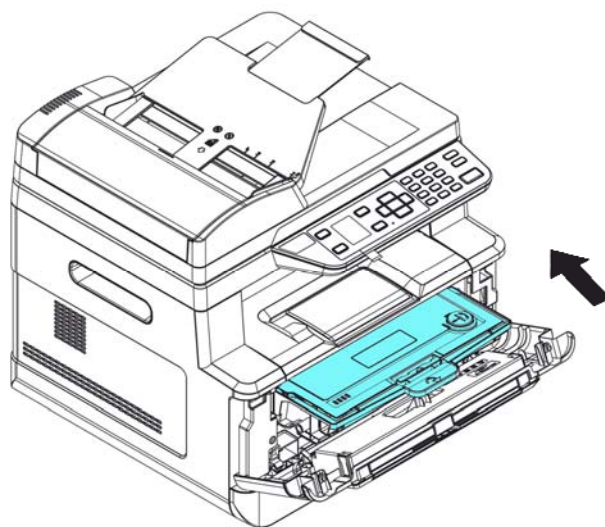
3. Hold the handle of the drum unit and pull it out as shown.



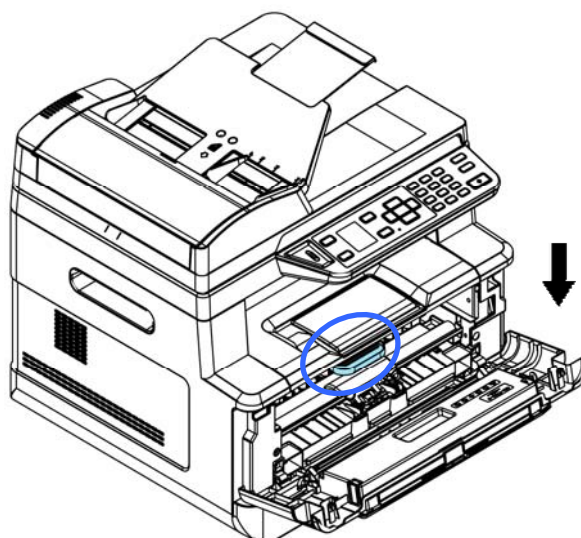
4. Install the toner cartridge to the drum unit.



5. Hold the handle of the drum unit and toner cartridge assembly and insert the assembly to its original place.



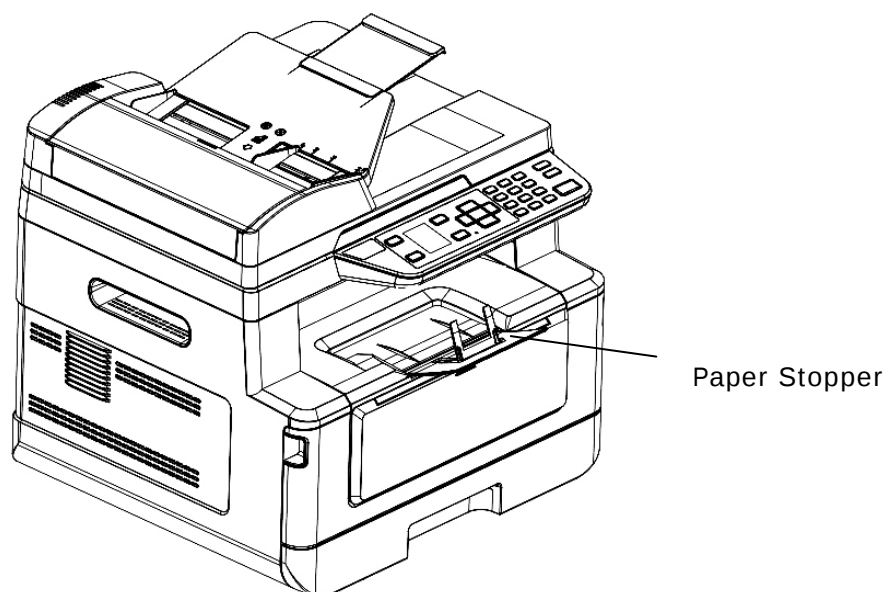
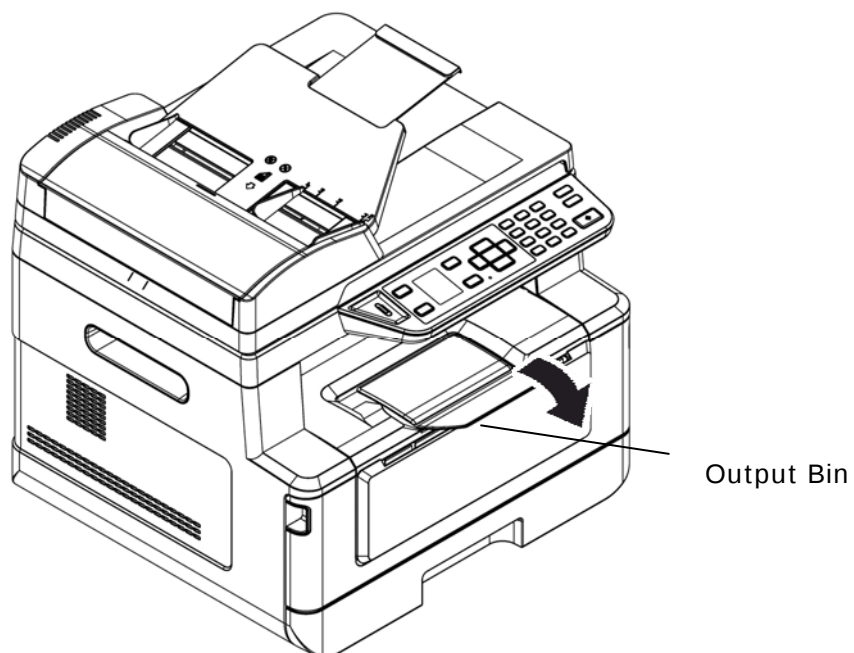
6. Press down the toner cartridge to fix it into place.



7. Close the front cover.

Install the Output Bin

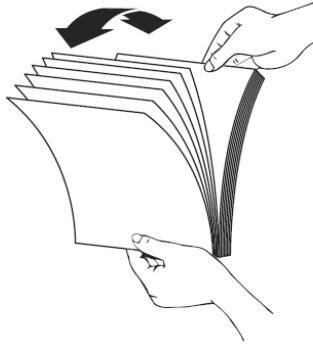
Lift the output bin up to the stuck position.



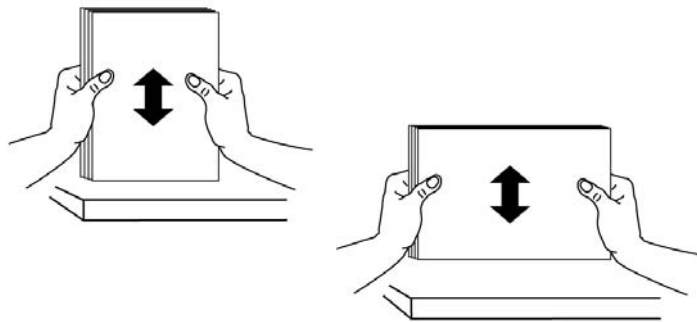
Loading The Main Input Tray

To insert paper to the main input tray,

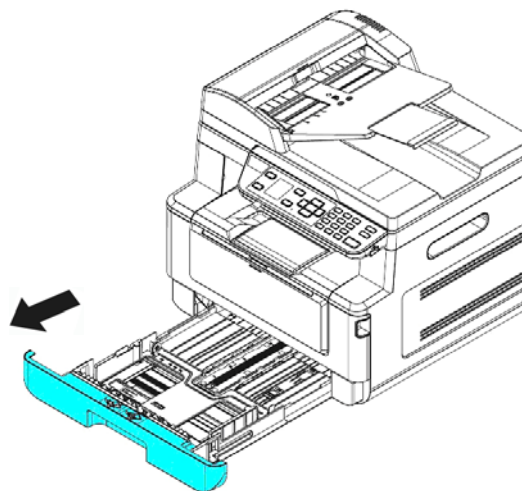
1. Fan your paper first to ensure that the pages do not stick together.



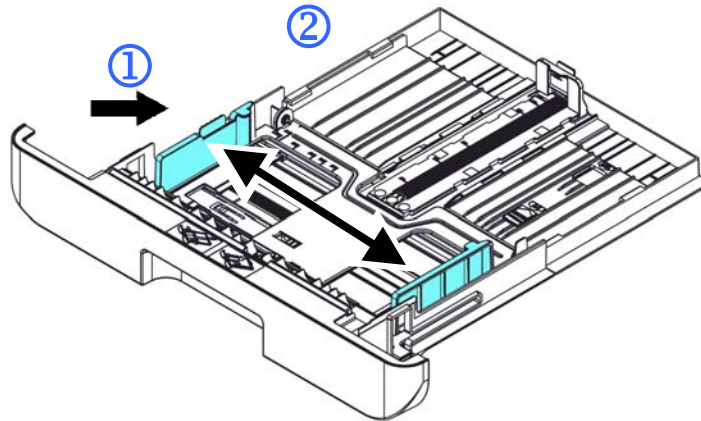
2. Align the edges of the documents by tapping the bottom of the stack against the table top. Rotate the stack 90 degrees and repeat.



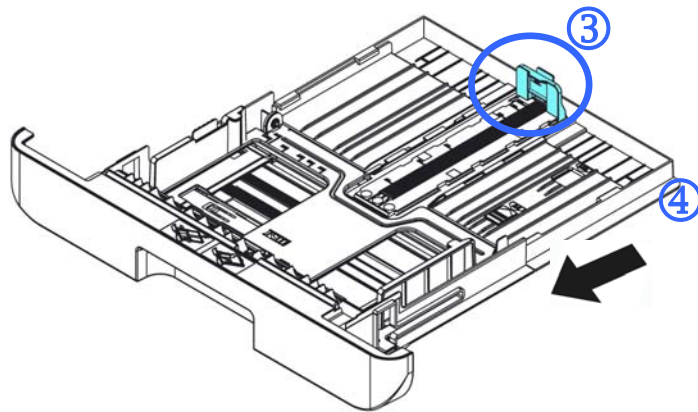
3. Pull the main tray out gently.



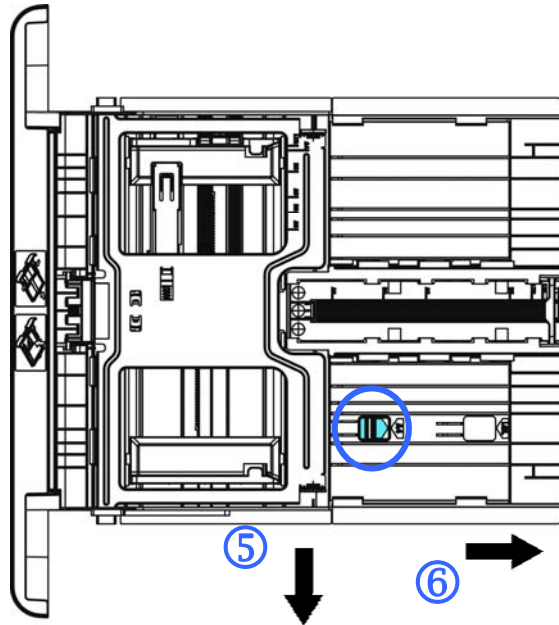
4. Press the width guide tab (①), and then move the width guide (②) to the correct position for the paper size being loaded.



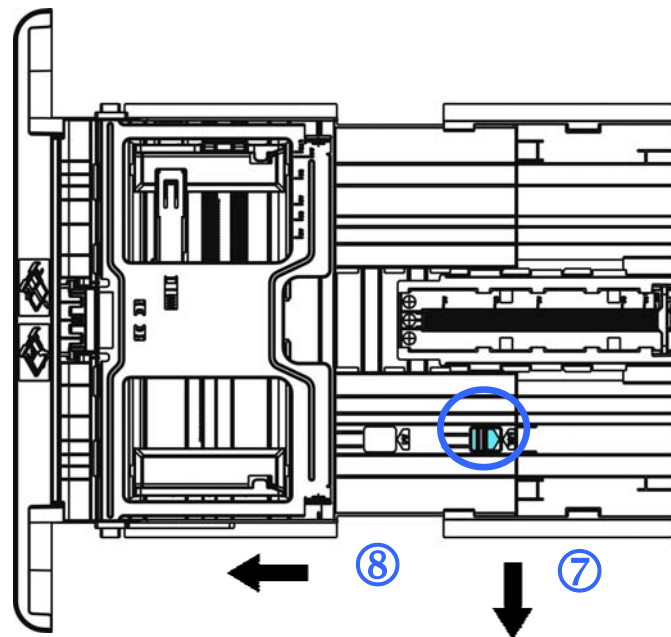
5. Unlock the length guide, squeeze the length guide tab inward (③) as shown, and slide the guide (④) to the correct position for the paper size being loaded.



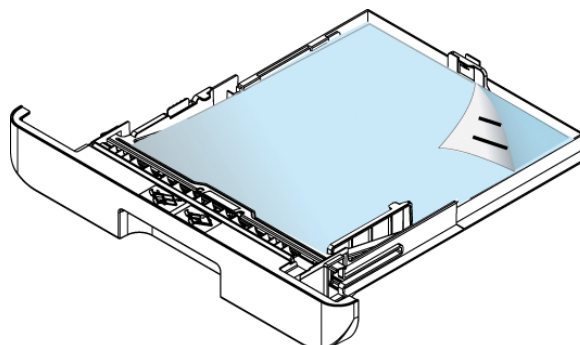
6. If you wish to load paper larger than A4, press the first length slider (⑤) and then move it to the right (⑥) to the desired length you wish.



To set the length slider back to A4, press the 2nd length slider (7) and then move it to the left (8).



7. Load the paper stack with the **Printing Side FACE DOWN** as illustrated.



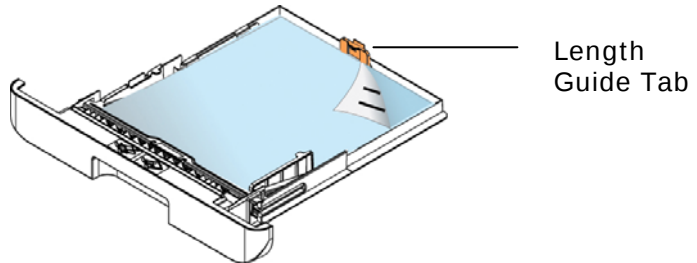
8. Insert the tray.



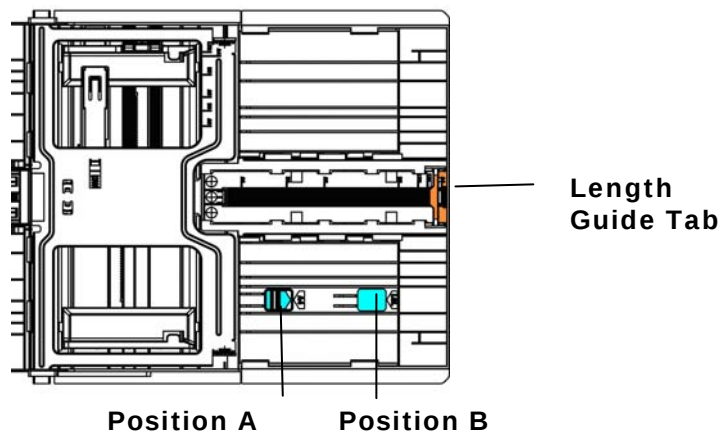
Note:

To avoid the chance of miss-fed, make sure the length guide tab and length slider are installed in their proper positions.

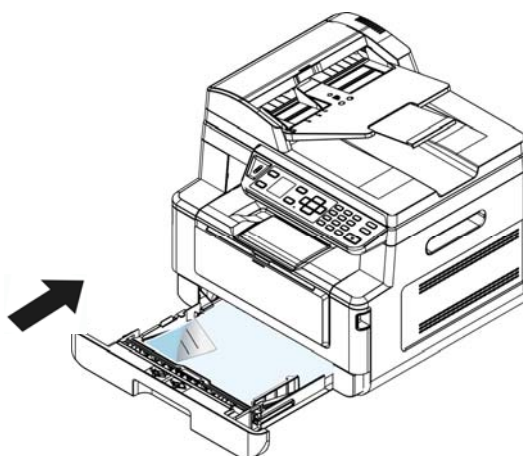
- Make sure the end of your paper slightly touch the length guide as indicated in below.



- Make sure the length slider is installed in the specified location in either position A or B as shown in below.



Position A Position B



Paper sizes and weights used for Main Input Tray

Paper capacity	250 pages (70g/m ² plain paper)
Paper size	A4 (210 x 297 mm) A6 (105 x 148 mm) A5 (148 x 210 mm) B6 (125 x 176 mm) B5 (176 x 250 mm) Letter (216 x 279 mm) Legal (216 x 356 mm) Custom Size: 76.2 x 127 mm ~ 216 x 356 mm (3 x 5 in. ~ 8.5 x 14 in.)
Paper weight	16 ~ 28 lbs (60 ~ 105 g/m ²)

* Duplex printing is available only for paper in A4, B5, or letter size.



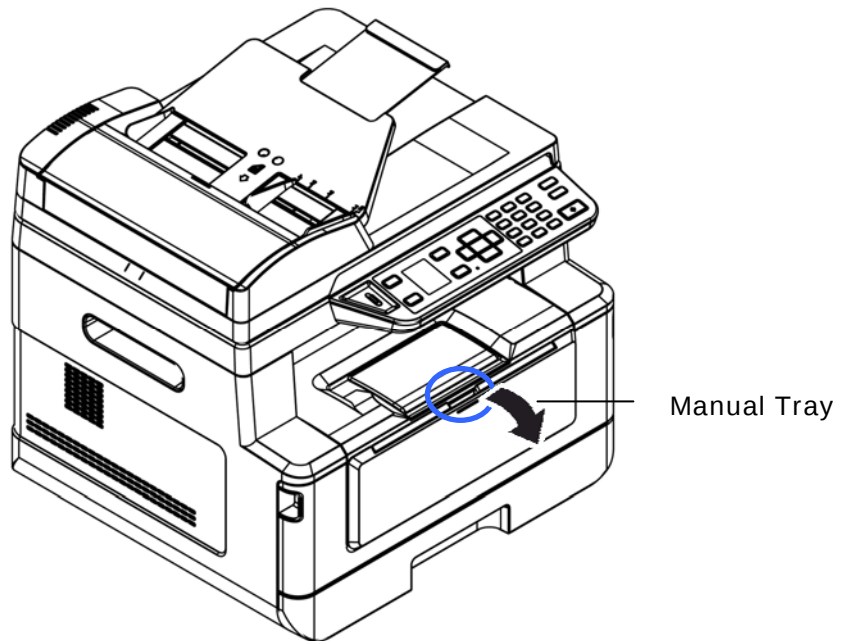
Note:

- To ensure the best quality printing and copying, please use the paper or media which we have recommended.
- Make sure to fan your paper before loading it to the paper tray.
- If there are instructions about the printing side on the package of your paper, please follow the instructions to load your paper properly with the correct printing side to the paper tray.
- If the printing quality is not satisfactory or paper jams are easily to occur, turn over the paper stack so that the top page is now on bottom and then reload it to the paper tray.
- Pack and seal the remaining paper with the original packaging and store the paper in a dark and dry location away from the sunshine. Paper which collects much moisture is easy to cause jam during printing.

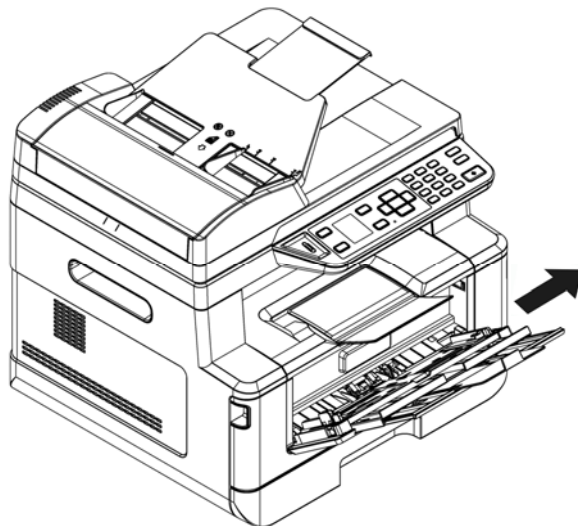
Loading the Manual Tray

When you need to print different size paper, you can use the manual tray.

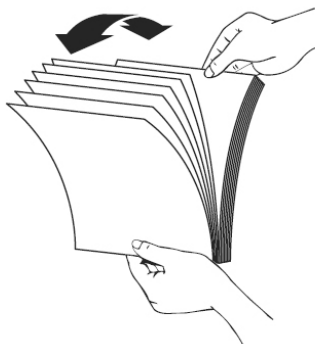
1. Open the manual tray by grasping the handle and pull it down.



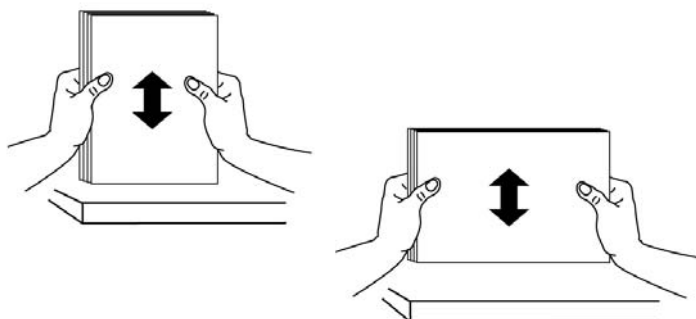
2. Pull out the manual tray extension to meet your paper size.



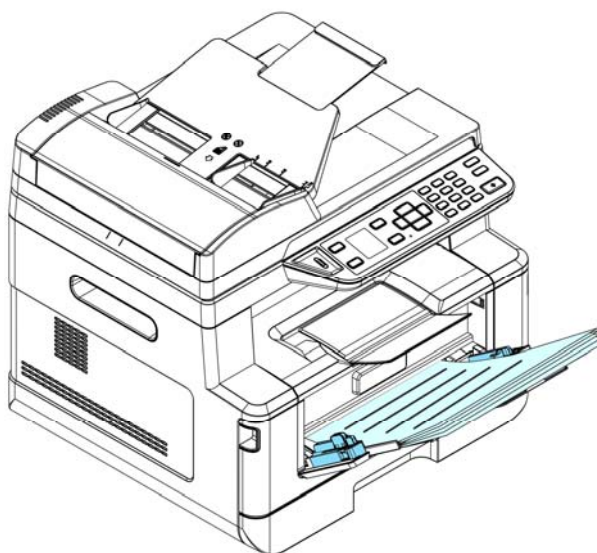
3. Fan your paper first to ensure that the pages do not stick together.



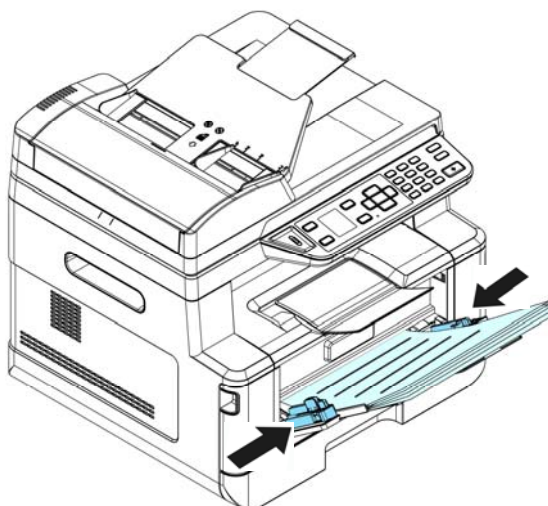
4. Align the edges of the documents by tapping the bottom of the stack against the table top. Rotate the stack 90 degrees and repeat.



5. Load the paper stack with the **Printing Side FACE UP** as illustrated.



6. Slide the paper guides so that they slightly touch the paper stack.



Paper sizes and weights used for Manual Tray

Paper capacity	10 pages (70g/m ² plain paper)
Paper size	A4 (210 x 297 mm) A6 (105 x 148 mm) A5 (148 x 210 mm) B6 (125 x 176mm) B5 (176 x 250 mm) Letter (216 x 279 mm) Legal (216 x 356 mm) Custom Size: 76.2 x 127 mm ~ 216 x 356 mm (3 x 5 in. ~ 8.5 x 14 in.)
Paper weight	60 ~ 163 g/m ² (16 ~ 43 lbs)

* Duplex printing is available only for paper in A4, B5, or letter size.



Note:

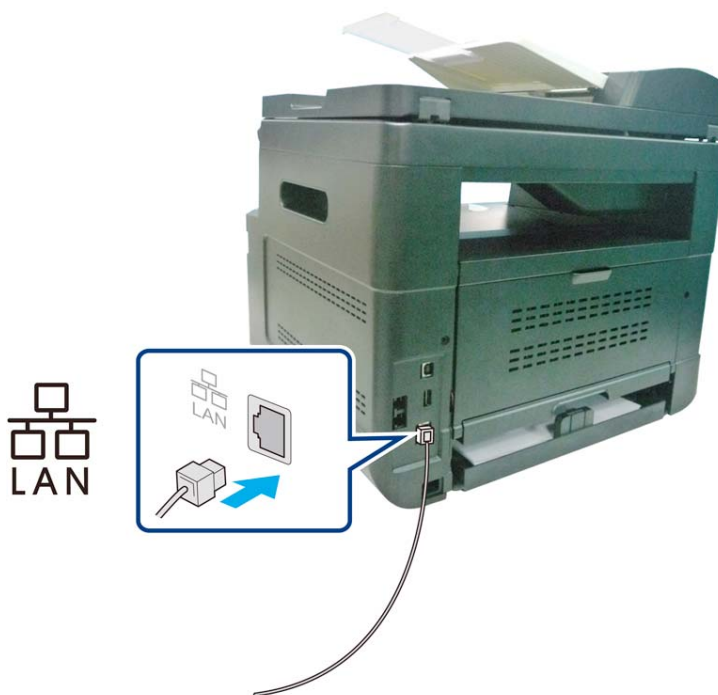
- To ensure the best quality printing and copying, please use the paper or media which we have recommended.
- Make sure to fan your paper before loading it to the paper tray.
- If there are instructions about the printing side on the package of your paper, please follow the instructions to load your paper properly with the correct printing side to the paper tray.
- If the printing quality is not satisfactory or paper jams are easily to occur, turn over the paper stack so that the top page is now on bottom and then reload it to the paper tray.
- Pack and seal the remaining paper with the original packaging and store the paper in a dark and dry location away from the sunshine. Paper which collects much moisture is easy to cause jam during printing.

Connecting to a Wired Network

1. Connect one end of your network cable to an available port of your Ethernet Hub.



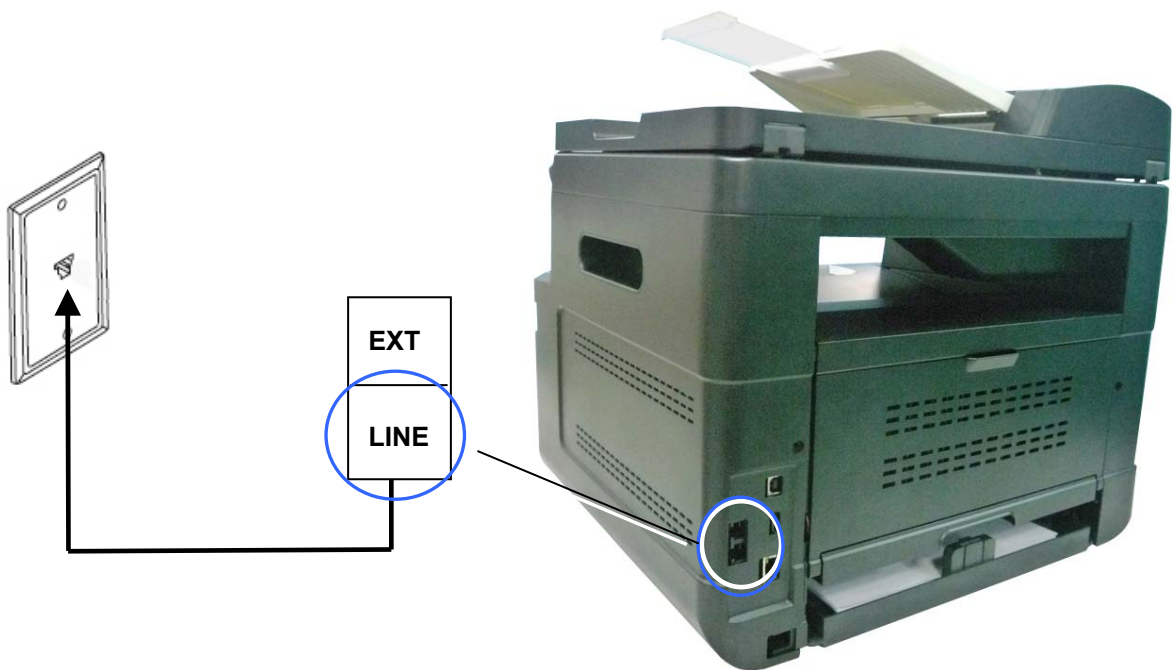
2. Connect the other end to the LAN port at the back of the product as shown.



Connecting directly to a Telephone Wall Jack

Connect the machine to a telephone line to send fax (available for AM30XXF only).

1. Make sure you have a telephone cord and a telephone wall jack.
2. Connect one end of the telephone cord into the 「**LINE**」 port of the machine.

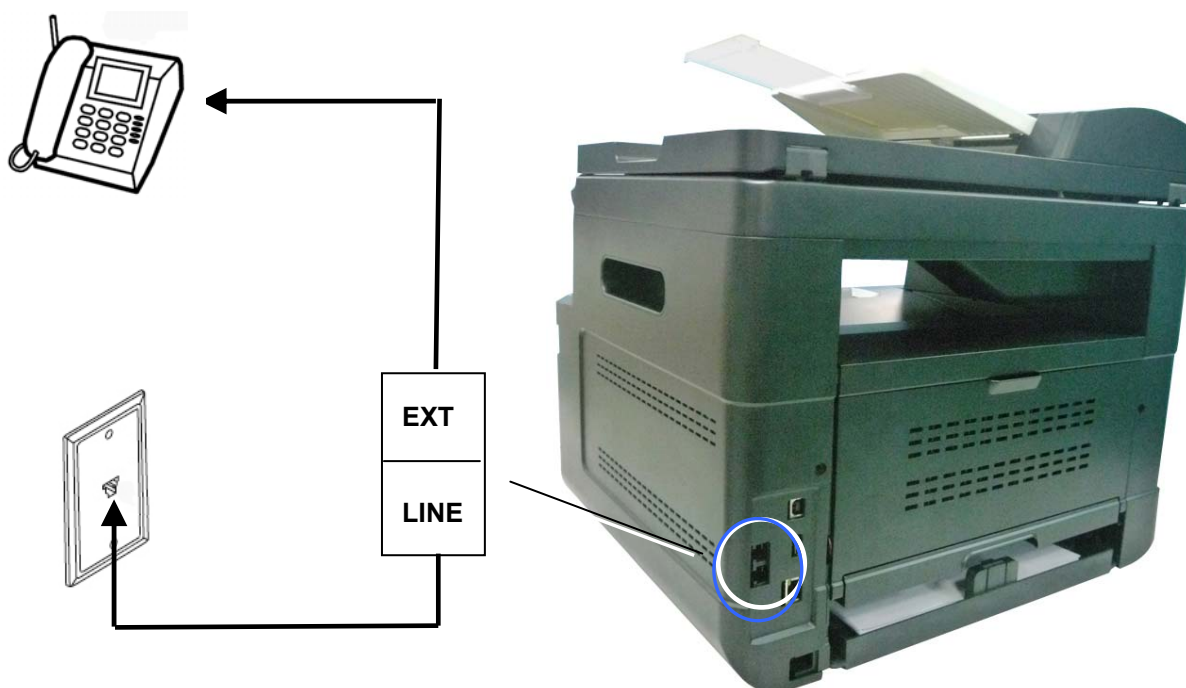


3. Connect the other end of the telephone cord into an active telephone wall jack.

Connecting to a Telephone

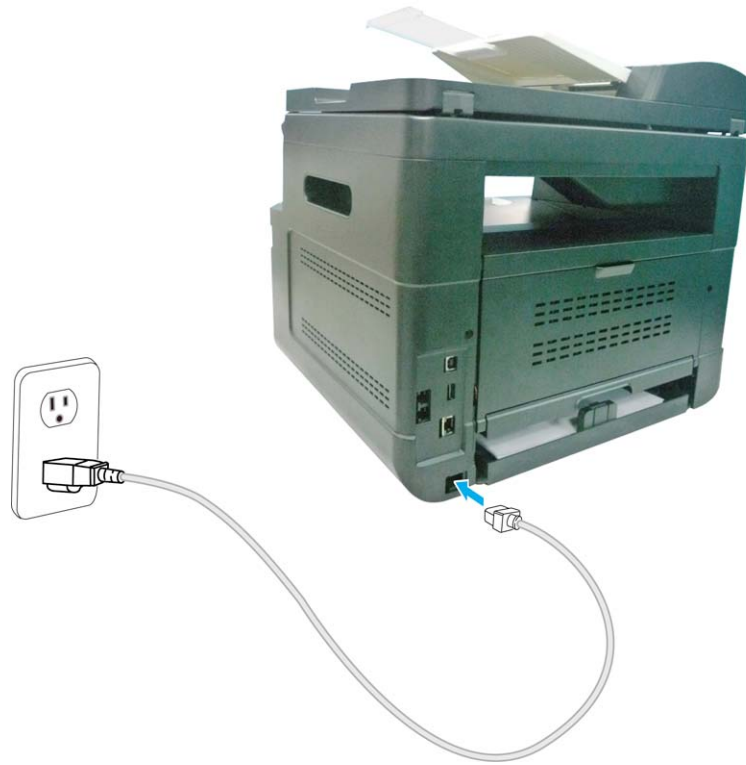
Connect a telephone to the machine to use the fax line as a normal telephone line if an optional fax modem is included in the machine.

1. Make sure you have the following:
 - A telephone
 - Two telephone cords
 - A telephone wall jack
2. Connect one telephone cord to the 「**LINE**」 port of the machine, and then plug it into an active telephone wall jack.
3. Connect the other telephone cord to a telephone, and then plug it into the 「**EXT**」 port of the machine.



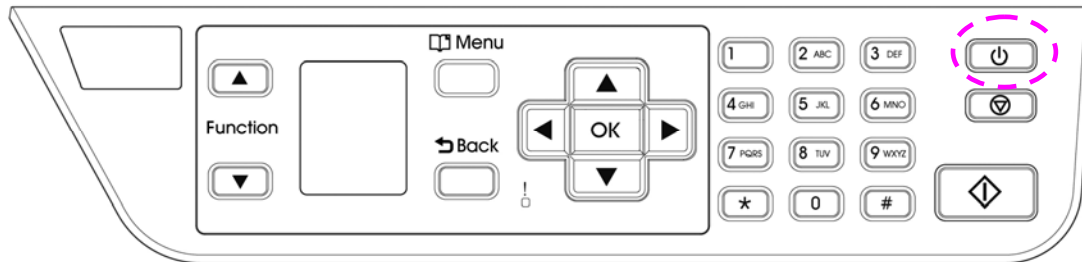
Connecting to Power

1. Connect the small end of the power cable to the power jack of your product.
2. Connect the other end to an appropriate power outlet.



Turning On The Machine

To turn on the product, press the Power button  on the control panel, the LED light will turn solidly on. To turn off the product, hold and press the Power button for three seconds, the LED light will be off.



Note:

When the product is not in use, be sure to turn off the product to get a zero power consumption state.

Specifying Your Country

When the product is turned on for the first time, the following enquiring will be displayed. Please specify your country to use the optional fax function properly.

<u>Country</u>
USA
Germany
Taiwan
China
Singapore
Malaysia
Thailand

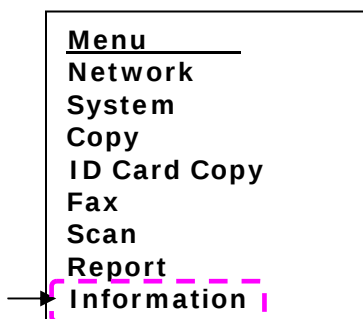
Use the arrow key to select your country and then press **[OK]** to complete. Choice: USA, Germany, Taiwan, China, Singapore, Malaysia, Thailand, Indonesia, Korea, and South Africa.

Checking the Product's Default IP Address

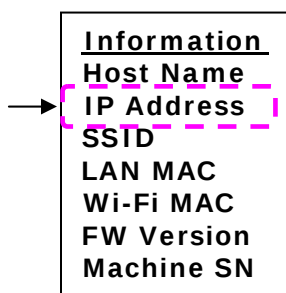
If the product has been connected to a network through a Ethernet cable, after turning on, an IP address will be automatically given by default through the DHCP server. Follow these steps to check the product's IP address:

To check the product's IP address,

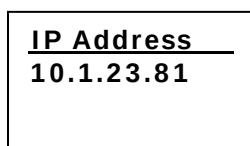
1. Turn on the product by pressing the Power button.
2. Press the [**Menu**] button on the control panel. The following screen will be prompted.



3. Scroll down to [**Information**] via the **Down Arrow** Key ▼ and then press the [**OK**] button. The following screen will be prompted.



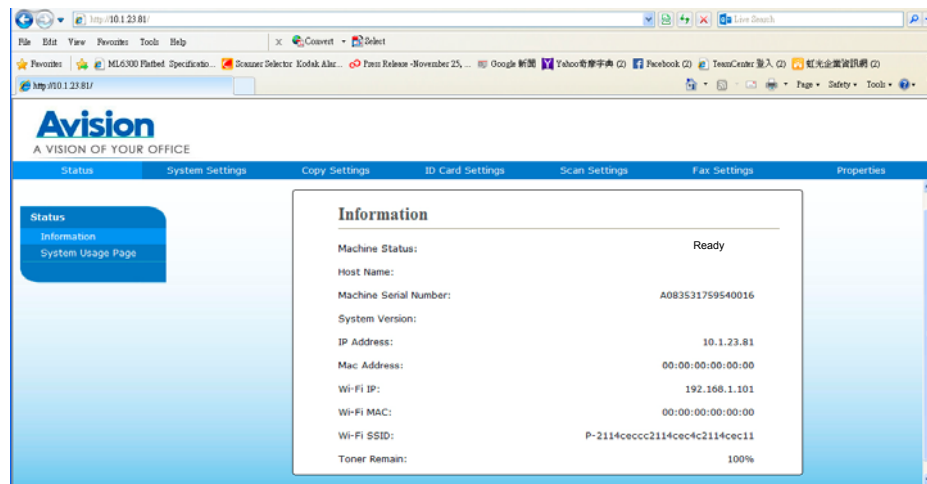
4. Choose [**IP Address**] via the **Down Arrow** Key ▼ and then press the [**OK**] button. The IP address from the DHCP server will be prompted. For example, 10.1.23.81.



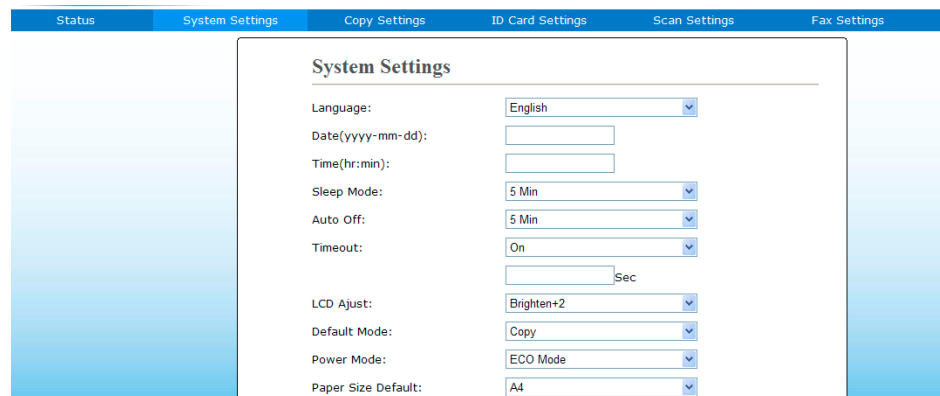
Specifying the Product's Date and Time

To set the product's date and time,

1. Refer to the preceding section, **Checking the Product's Default IP Address**, to get the product's IP address from the DHCP server.
2. Open your browser.
3. Type the product's IP address on the URL field of your browser. For example, 10.1.20.25. The following embedded web page will be displayed.



4. Select **[System Settings]** and enter current date and time on the **[Date]** and **[Time]** page. For example, enter **[2015-11-21]** (yyyy-mm-dd, year-month-date) as current date. Enter **[08:25]** (hr:min, hour:minute) as current time.



4. Click **[Update]** to save the setting and exit the page.

Installing the Scanner/Printer (Windows)

System Requirement

Windows XP, Windows Server 2003, Windows Vista, Windows 7, Windows 8, Windows 10

For USB Interface Users

Please follow these steps to install the scanner, printer, and fax drivers if this machine is connected to your computer via a USB cable.

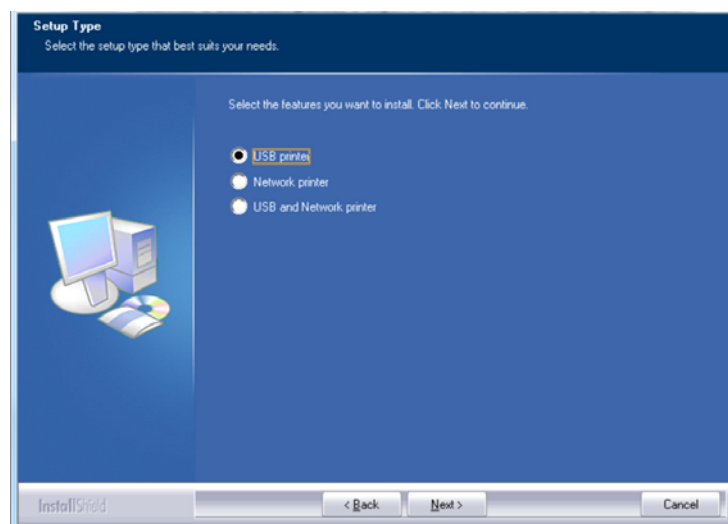


Important!

DO NOT connect the USB cable before installing the scanner, printer, and fax drivers.

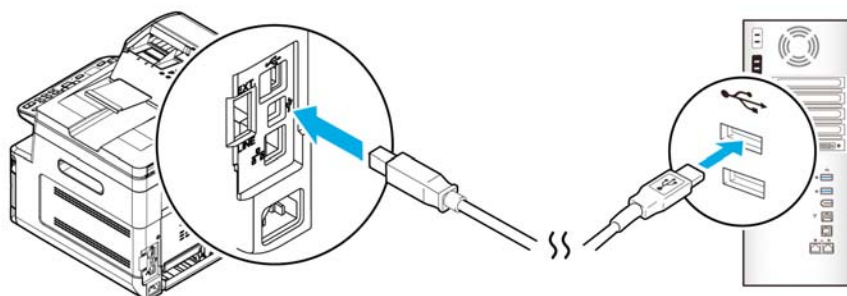
1. Insert the supplied CD into your CD-ROM drive. The installation menu will be displayed.
2. To install the **scanner / printer** drivers:

Click 「**Install Scanner Driver and Printer Driver**」 and follow the on-screen instructions to complete the installation of the program.
3. When the [**Setup Type**] dialog box appears, select [**USB printer**] and then click [**Next**].

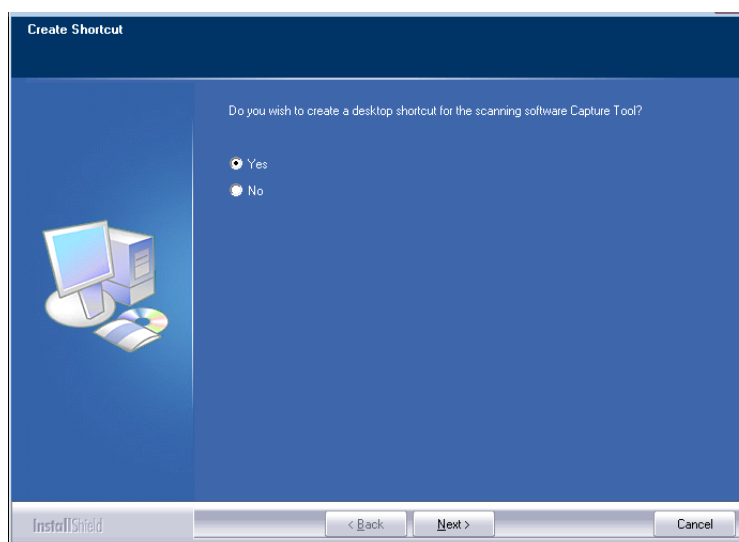


4. During installation, the [**USB Connection**] dialog box will be prompted to instruct you to turn on the MFP and then connect the MFP to your computer with a USB cable.
 - a. Connect one end of the USB cable to your computer.

- b. Connect the other end to the USB port of your product.



5. When 「**Found New Hardware**」 screen appears, click **Next** and follow the on-screen instruction to complete the installation.
6. When the following dialog box appears, click [**Yes**] if you wish to create a desktop shortcut for the scanning software Capture Tool.



7. When the **Finish** dialog box appears, click **Finish** to complete.

If you have successfully installed the printer's driver, you will find a printer, 「AM30XX Printer」, has been added in the 「Printers and Faxes」 option from the Control Panel.

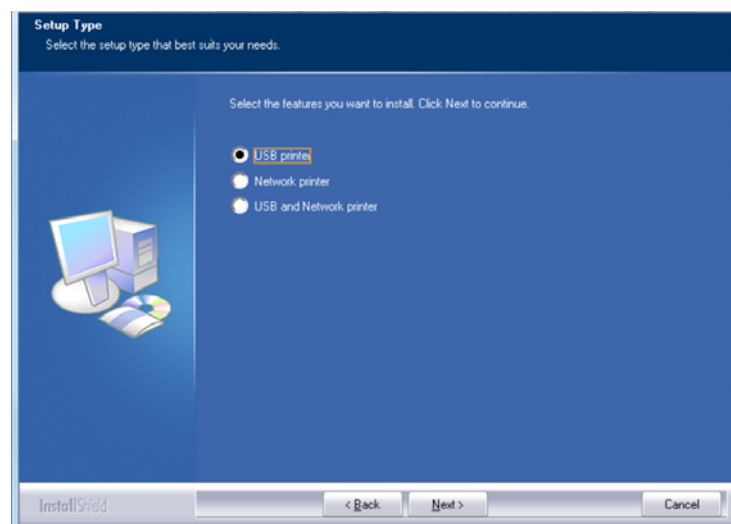
For Network Interface Users

Please follow these steps to install the scanner, printer, and fax drivers if this machine is connected to your computer via a network.

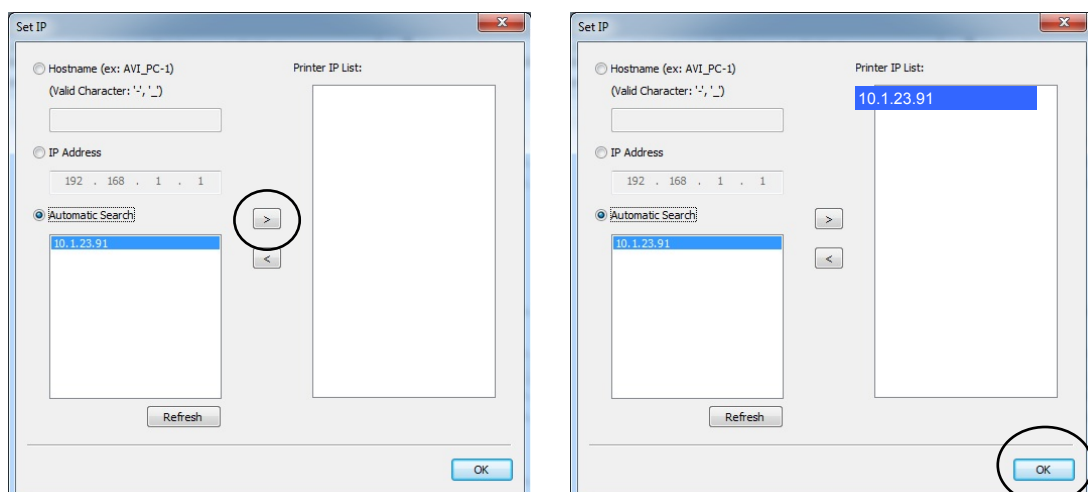
1. Insert the supplied CD into your CD-ROM drive. The installation menu will be displayed.
2. To install the scanner driver and printer driver:

Click 「**Install Scanner Driver and Printer Driver**」 and follow the on-screen instructions to complete the installation of the program.

3. When the **Setup Type** dialog box appears, check [**Network printer**] and click [**Next**] to continue. If you need to connect the product to a wireless network, check [**USB and Network printer**] since the Network Setup Tool is included in the USB driver and only available when the product is connecting to your computer through the USB cable.

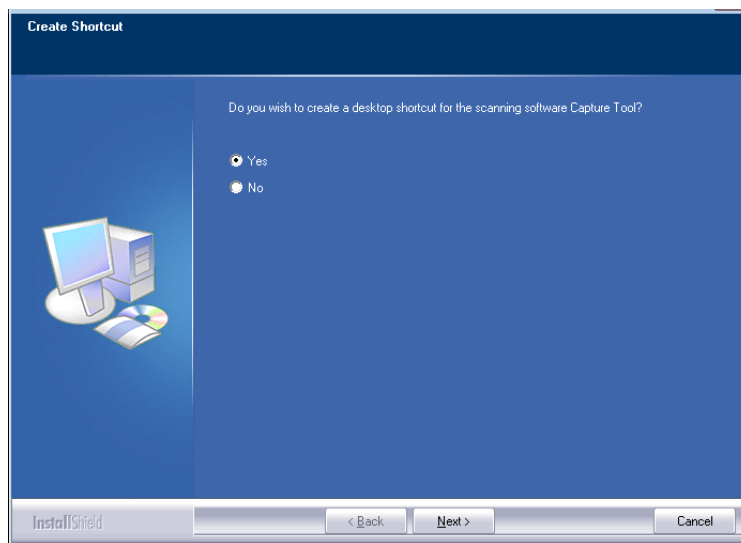


4. When the following **Set IP** dialog box appears, choose one of the following options and click [>] to add to the printer list. When the desired option setting is completed, click [**OK**]. (Follow the preceding section – Checking the Product's Default IP Address to obtain the product's default IP address.



Host Name	Enter the product's host name to be connected in the blank box of the Host Name option.
IP Address	Enter the product's IP address to be connected in the blank box of the IP Address option.
Auto Search	Searches the product's printers automatically, and all the product's host names found in the network will be displayed in the box of the Automatic Search. Use your mouse to choose your desired host name to be connected.

5. When the following dialog box appears, click **[Yes]** if you wish to create a desktop shortcut for the scanning software Capture Tool.



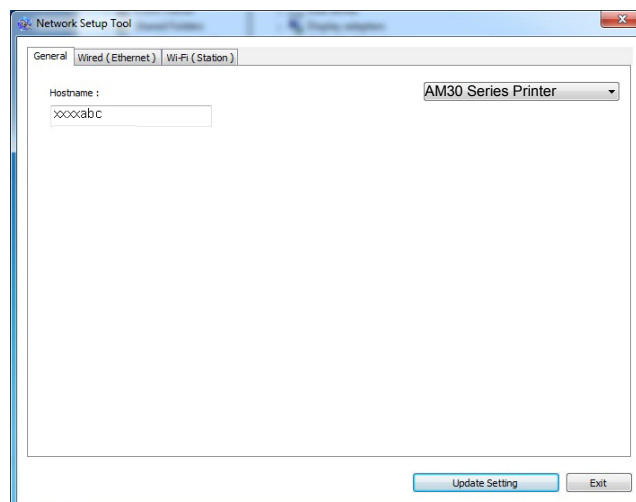
6. When the Finish dialog box appears, choose 「**Finish**」 to complete.
- If you have successfully installed the printer's driver, you will find a printer, 「AM30XX NetWork」, has been added in the 「Printers and Faxes」 option from the Control Panel.

Changing the Product 's IP Address in a Wired Network

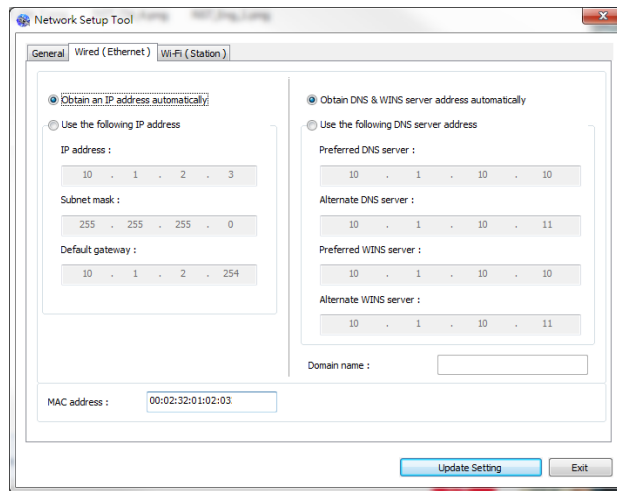
To change the product's IP address, you need to install the **Network Setup Tool**. The **Network Setup Tool** is included in the USB printer driver. After the installation of the USB printer driver is completed, the **Network Setup Tool** is automatically installed onto your computer. Follow these steps to update the IP address to the product in a wired network.

You may also choose your network connection type via the web page. (See more details in the subsequent section Customize the System's Settings via the Embedded Web Page in Chapter 5.)

1. Make sure the product is connected to your computer via a USB cable.
2. Start **Network Setup Tool** by choosing the **Start** button and then select **All Programs>AM30XX MFP>Network Setup Tool** in succession. The following Network Setup Tool screen will be prompted.



3. On the [**General**] page, check [**Wired (Ethernet)**] Network.
4. Click the [**Wired (Ethernet)**] tab to prompt the Wired (Ethernet) page.



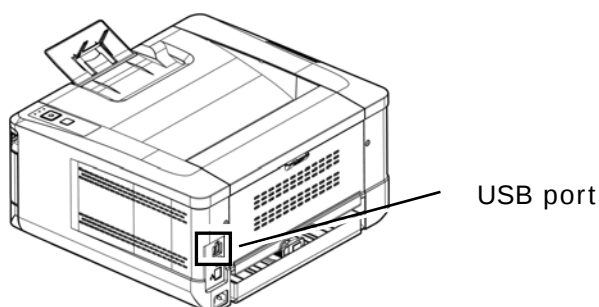
5. Check [**Obtain an IP address automatically**] to obtain the IP address directly from the DHCP server or you may enter your static IP on the [**IP Address**], [**Subnet Mask**], and [**Gateway**] field respectively.
6. If you have assigned a specific IP, enter your domain name server and WINS server as well and then click [**Update Setting**] to update the IP information to the product.
7. If update is successfully, an [**Update Device Successfully**] message will be displayed and the Network Setup Tool will be automatically closed.

Setting the Product's IP Address in a Wireless Network

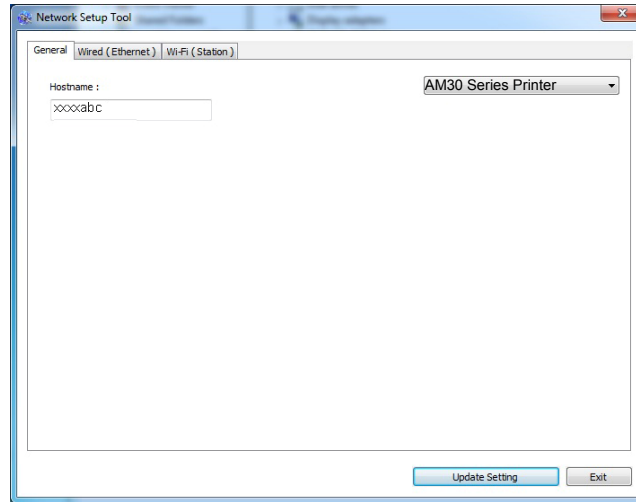
To set an IP address to the product, you need to install the **Network Setup Tool**. The **Network Setup Tool** is included in the USB printer driver. After the installation of the USB printer driver is completed, the **Network Setup Tool** is automatically installed onto your computer. Follow these steps to set and update the IP address to the product in a wireless network:

You may also choose your network connection type via the web page. (See more details in the subsequent section Customize System's Settings via the Embedded Web Page in Chapter 5.)

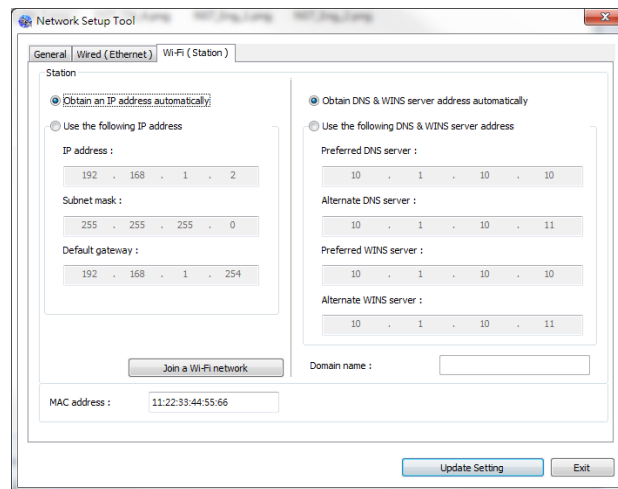
To wirelessly connect the product to a network, you need to install a Wi-Fi dongle to the product at the back of the USB port.



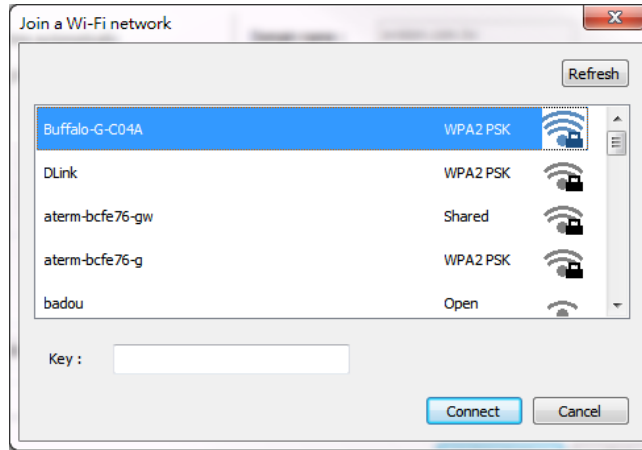
1. Make sure the product is connected to your computer via a USB cable.
2. Start the **Network Setup Tool** by choosing the **Start** button and then select **All Programs>AM30XX MFP>Network Setup Tool** in succession. The following Network Setup Tool screen will be prompted.



3. On the [**General**] page, check [**Wi-Fi (Station)**].
4. Click the [**Wi-Fi (Station)**] tab to prompt the [**Wi-Fi (Station)**] page.



5. Check [**Obtain an IP address automatically**] to obtain the IP address directly from the DHCP server or you may enter your static IP on the [**IP Address**], [**Subnet Mask**], and [**Gateway**] field respectively.
6. Click [**Join a Wi-Fi network**] and the currently connected wireless networks will be displayed. Select the wireless network you want to connect and then enter the security key if required.



7. Click [**Connect**] to start connecting the SSID (wireless network name) and then update the IP information to the product.
8. If update is successfully, an [**Update Device Successfully**] message will be displayed and the Network Setup Tool will be automatically closed.

Uninstalling the Scanner Driver and Printer Driver

1. From the 「**Start**」 menu, select 「**All Programs**」, 「**the AM30 Series MFP**」, and then 「**Uninstall Driver**」.
Or from the 「**Start**」 menu, select 「**Control Panel**」, 「**Add or Remove Programs**」, 「**the AM30 Series MFP**」, and then 「**Remove**」.
2. Follow the instructions on the screen to complete removing the scanner driver and the printer driver.

Uninstalling the Fax Driver

1. From the 「**Start**」 menu, select 「**All Programs**」, 「**the AM30 Series fax**」, and then 「**Uninstall Driver**」.
Or from the 「**Start**」 menu, select 「**Control Panel**」, 「**Add or Remove Programs**」, 「**the AM30 Series**」, and then 「**Remove**」.
2. Follow the instructions on the screen to complete removing the fax driver.

Installing the Optional Printer Driver (Mac OS)

System Requirement

Operating System:

- Mac OS X 10.11 or later

Computer:

- Recommended: Intel® Core™ Duo Processor 2.4 GHz or higher
- Minimum: Intel® Core™ Duo Processor 1.83 GHz
PowerPC G5 1.6 GHz

Memory:

- Recommended: 1 GB or more
- Minimum: 512 MB

Turning on the Printer

Press the **Power** button on the front panel, the Power LED will flash. When it is finished and ready to scan, the LED indicator will stop flashing and become steadily on. To turn off the scanner, press the **Power** button for about 3 seconds, the Power LED will be off.

Installing the Printer Driver

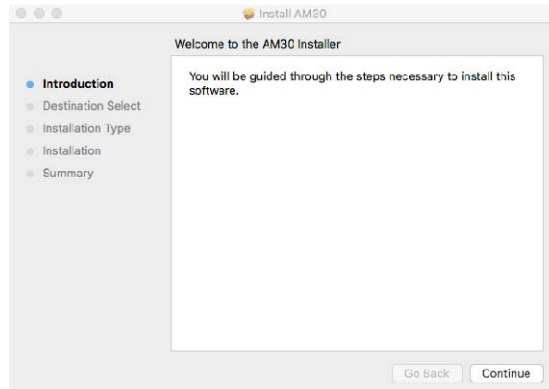
NOTE: The screens in this section are basically from Mac OS 10.11. The screens on your Macintosh will vary depending on your operating system.

Follow the procedure to install Avison's AM30 Series printer driver for Macintosh computer from the CD-ROM supplied with the printer.

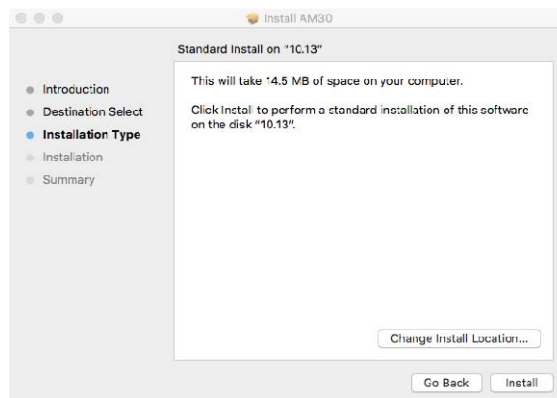
1. Turn your computer on, and log in with an account that has admin rights.
2. Insert the Software CD-ROM into the CD-ROM drive. The printer program - Avison AM30...pkg will be displayed.



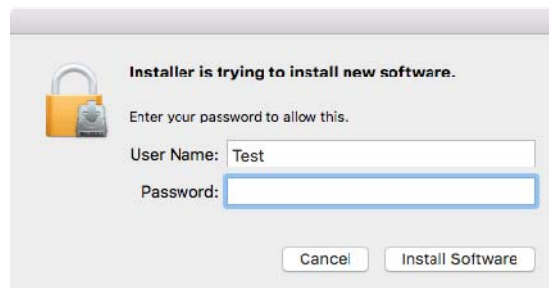
3. Double-click the **[Avision AM30...]** icon.
4. Click the **[Continue]** button on the Welcome window.



5. If you wish to change the default installation disk, click **[Change Install Location...]** or click the **[Install]** button to continue installing the program.



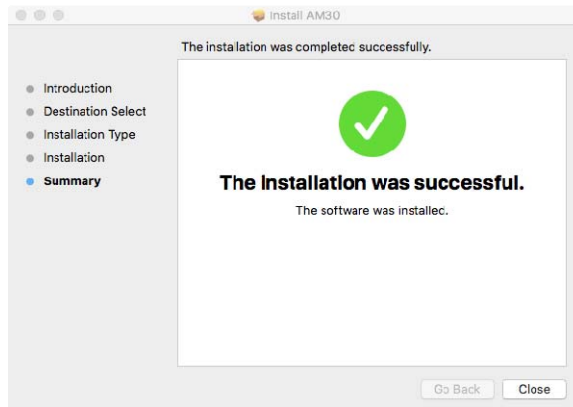
6. Log in with a password that has admin rights and click the **[Install Software]** button.



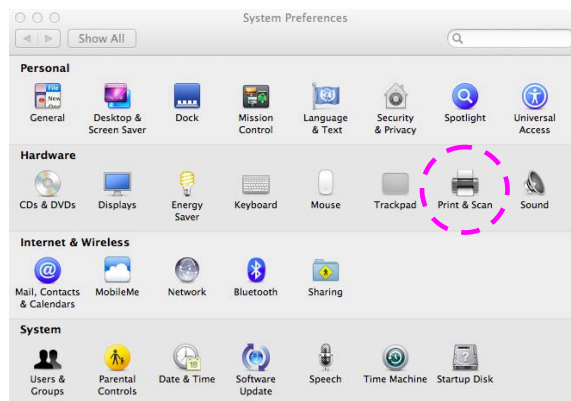
7. The computer begins installing the software.
8. When the following screen is prompted, enter the IP address of the printer and click **[Add]**. **If you wish to connect the printer to your computer with a USB cable, skip the IP address and click **[Exit]** to continue.*



9. When [Add Printer AM30_Net Successful] message is displayed, click [Exit] to continue. (If wish to add more AM30 printer, enter the IP address again and then click [Add] to continue.)
10. When the [The installation was successful] screen appears, click the [Close] button to close the installation.



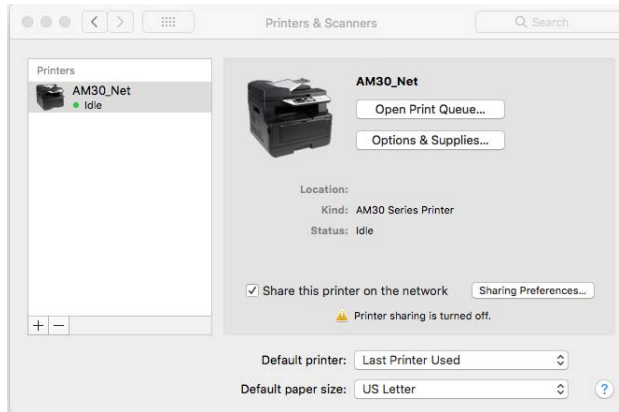
11. Remove the Setup CD-ROM from the CD-ROM drive. *If you If you wish to connect the printer to your computer with a USB cable, connect the printer with the USB cable now. If you already connect did, unplug and replug the USB connector again.
12. Select the  Apple icon in the top-left corner, then click [System Preferences] and then [Print & Scan].



Or click [System Preferences] icon on your dock, and then [Print & Scan].



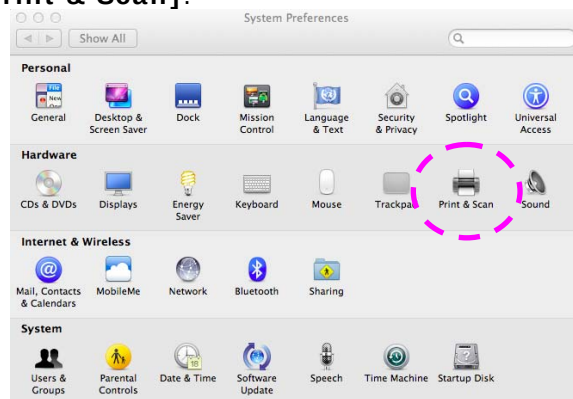
13. You can find an AM30 printer has been added in your printer list.



Adding a new Printer

You may also add a new printer by following these steps:

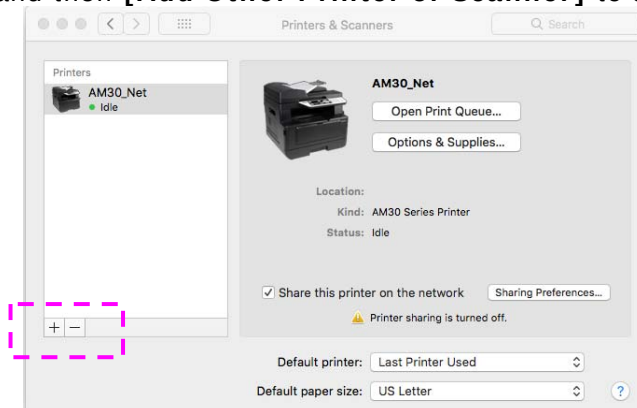
1. Select the  Apple icon in the top-left corner, then click **[System Preferences]** and then **[Print & Scan]**.



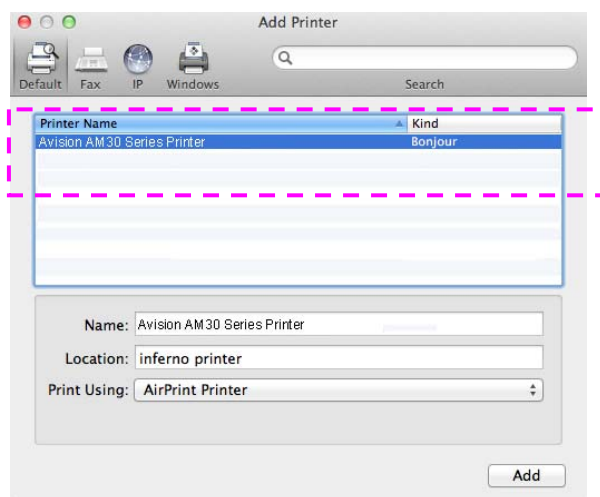
Or click **[System Preferences]** icon on your dock, and then **[Print & Scan]**.



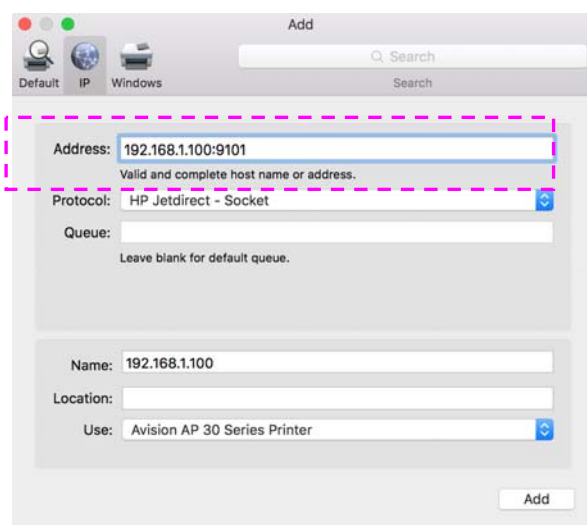
2. Click  and then **[Add Other Printer or Scanner]** to add the printer.



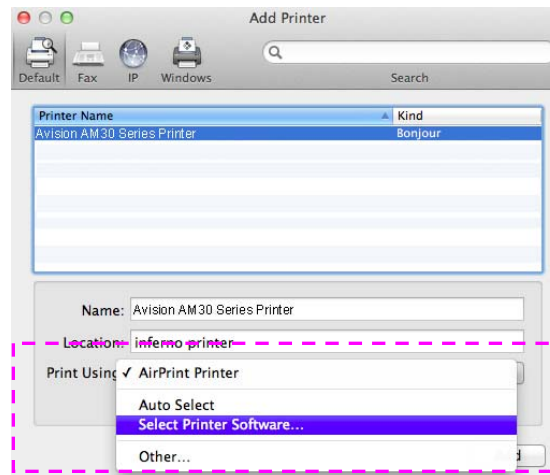
3. A dialog appears listing printers on your local network. It may take a minute or two for your printer to appear. Select your printer when it appears in the list.



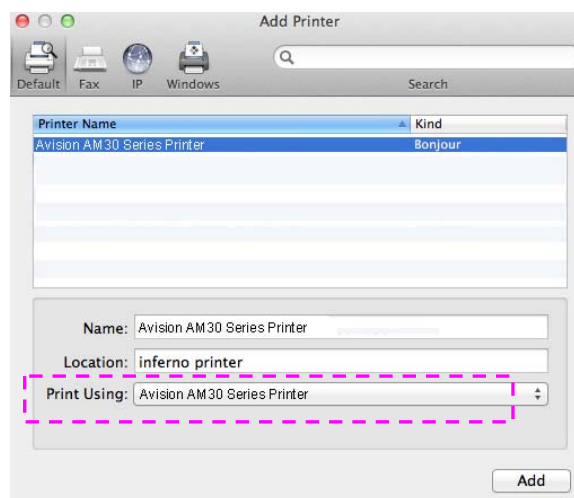
If your printer still doesn't appear in the list, try adding the printer by its IP address. While entering the IP address by clicking the IP icon, be sure to include the address with `[:9101]`, for example, `192.168.1.100:9101`.



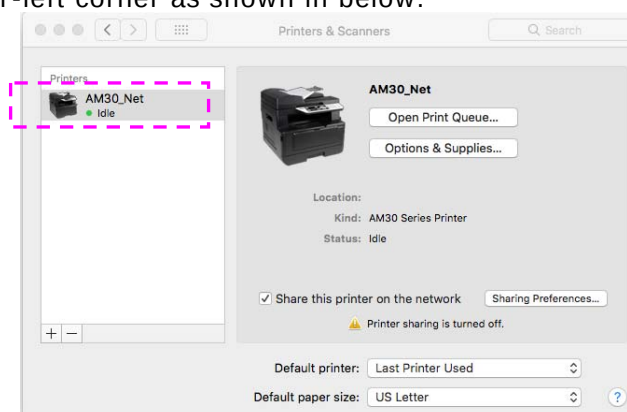
4. Locate the printer driver by clicking the arrow button of the **[Print Using]** option and then select **[Select Printer Software]**.



5. A dialog appears listing current printer drivers installed on your computer. Select your printer and click [OK]. Your **[Print Using]** option will display the printer you have selected.



6. Click the **[Add]** button to add the printer. Now your printer will be in the list on the upper-left corner as shown in below.



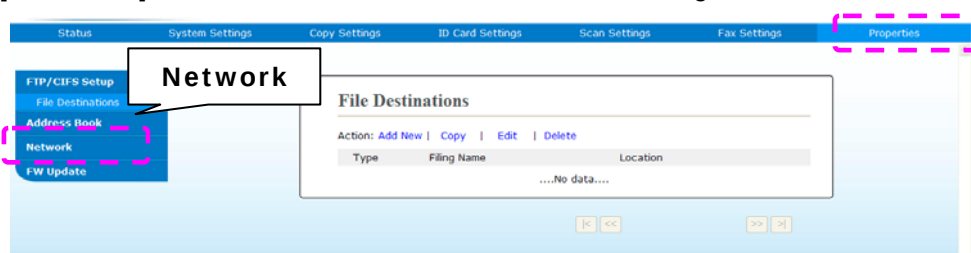
7. Close the **[Print & Scan]** window.

Specifying the Product's SMTP Server

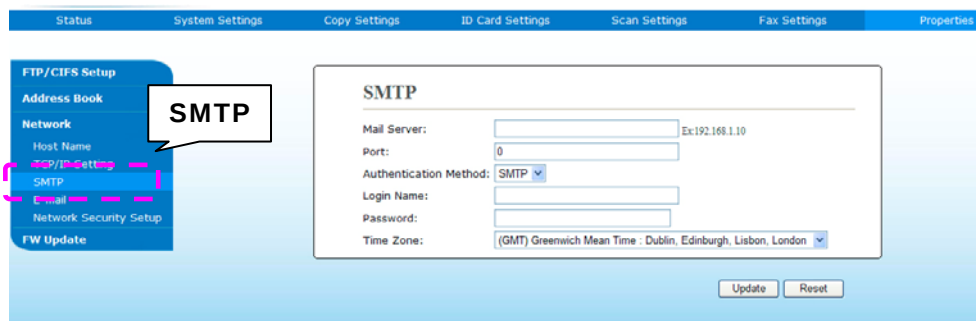
To use the scan-to-email feature, you must specify the product's SMTP server.

To specify the SMTP server,

1. Refer to the preceding section, **Specifying the Product's Date and Time**, to launch the product's embedded web page.
2. On the product's web page, choose [**Properties**] and then choose [**Network**] on the left side as shown in the following:



3. Choose [**SMTP**] from the Network option. The following SMTP page will be displayed. Enter your IP address for the SMTP server and the authentication information if required.



E-mail Server Setting	
Mail Server	Enter the IP address of your SMTP server.
SMTP Port #	Enter the port number of the SMTP server. * 25
Authentication Method	Enter the email authentication method. Choice: *None, SMTP, POP3
Login Name	Enter the login name for SMTP authentication.
Password	Enter the password for SMTP authentication.
Time Zone	Enter the time zone of your location.



Note:

Please check the SMTP server information with your Network Administrator.

4. Click [**Update**] to save the setting and exit the page.



Note:

1. The login name is case-sensitive and is up to 32 digits or characters.
2. The password is case-sensitive and is up to 16 characters.

Creating a File Destination on the Network

The product allows you to scan and save the scanned image to a specified destination including FTP and CIFS server on the network, or a USB flash drive.

Before sending the image files to FTP or CIFS server on the network, you need to first setup the FTP or CIFS destination through the embedded web page. Please follow these steps to create a FTP or CIFS destination.

To set FTP or CIFS as your filing destination,

1. Refer to the preceding section, **Specifying the Product's Date and Time**, to launch the product's embedded web page.
2. On the product's web page, choose [**Properties**] and then choose [**FTP/CIFS Setup**] on the left side. The following [**File Destination**] page will be displayed.



3. Choose [**Add New**] to prompt the [**New Filing Settings**] page.

New Filing Settings

Filing Name:

Protocol: ▼

URL: Ex:192.168.1.10

Port:

Login Name:

Password:

Retype Password:

4. Refer to the following table to enter proper settings.

Item	Description
Filing Name (Name of Destination)	Enter the name of the destination. (The name will be displayed in the destination list.)
Protocol	Choose type of protocol. Choice: CIFS, FTP
URL (Address)	Enter the domain name or IP address for the server. For example, domainname.com\foldername or 10.1.23.145\foldername.
Port Number	Enter the port number of the server here if your port number is different with the default setting. Default: FTP :21, CIFS:139
Login Name	Enter the authorized login name to the server.
Password	Enter your password to the server.
Retype Password	Reenter your password.

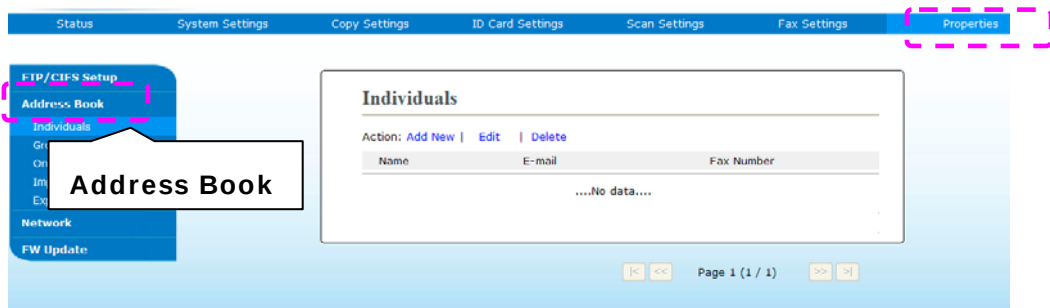
- After completing entering the settings, click 「**Submit**」 to finish. The new filing destination will be displayed in the destination list. This means you have successfully created a new CIFS or FTP filing destination.

Creating Your Address Book

The product allows you to scan and save the scanned image to your recipients via e-mail or fax. Yet before sending the image files to e-mail or fax, you need to first setup address book through the embedded web page. Please follow these steps to create your address book.

To create your address book,

1. Refer to the preceding section, **Specifying the Product's Date and Time**, to launch the product's embedded web page.
2. On the product's web page, choose [**Properties**] and then choose [**Address Book**] on the left side. The following page will be displayed.



3. Choose [**Add New**] to prompt the following page.

4. Enter the name, fax number, and e-mail address for an individual recipient.
5. After completing entering the settings, click [**Submit**] to finish. The new recipient will be displayed in the e-mail list. This means you have successfully created an address book.

3. Operation

Loading Paper

The product can scan and send document(s) either in the ADF (Automatic Document Feeder) or on the glass. If you need to send multiple pages, please load your papers in the ADF. The ADF can hold up to 35 pages (70 g/m², 20 lbs) at one time. If you need to send pages from books, newspaper clippings, or paper with wrinkles or curls, please place your paper on the glass.

Notice on Using the ADF

Before using the ADF, please make sure that your paper meets the following specifications:

- Document(s) can range in size from 76.2 x 127 mm (3 x 5 in.) to 216 x 356 mm (8.5 x 14 in.).
- Document(s) should be square or rectangular and in good condition (not fragile or worn).
- Document(s) should be free of curl, wrinkle, tears, wet ink, or punch holes.
- Document(s) should be free of staples, paper clips, paper sticky notes.
- Keep the glass clean without document placed on it.



Note:

To transmit irregular types of document(s), place the document(s) on the glass or make a copy first and then transmit the copy instead.

Loading Your Document in the ADF Paper Tray

Fanning Your Document

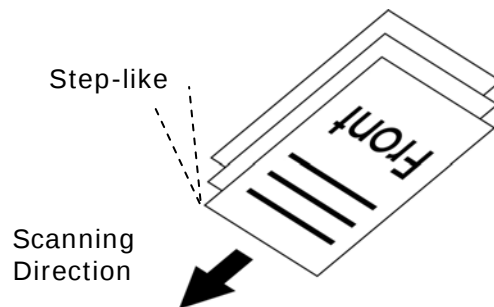
Note:

To avoid occasional multi-feeds or paper jams, please fan your documents and align the top edges before feeding them into the scanner.

1. Hold both ends of the documents and fan them a few times.

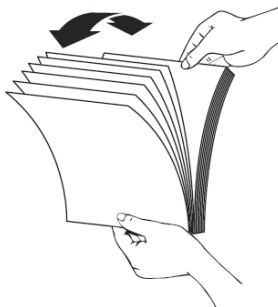


2. Rotate the documents by 90 degrees and fan them in the same manner.
3. Align the edges of the documents in a step-like pattern (see picture below).

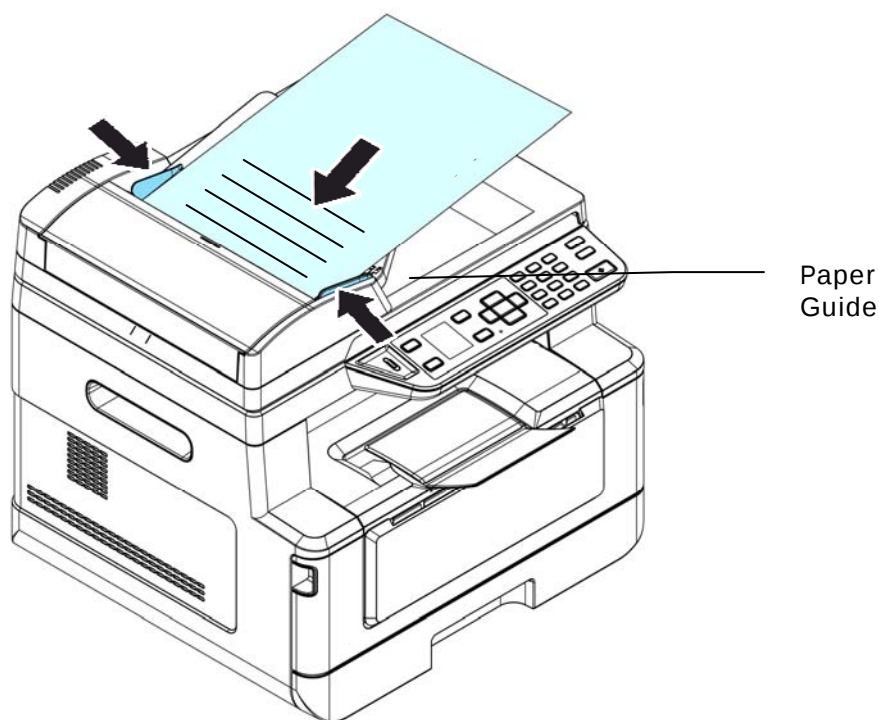


Placing Document(s) in the ADF

1. Make sure your document is free of staples, paper clips and is not torn out.
2. If you have multiple pages, fan your document(s) to avoid occasional paper jam.



3. Place your document(s) with the text **FACE UP** in the ADF and make sure that the top of each page feeds in first.



4. Adjust the Paper Guides to center the document(s) in the ADF.

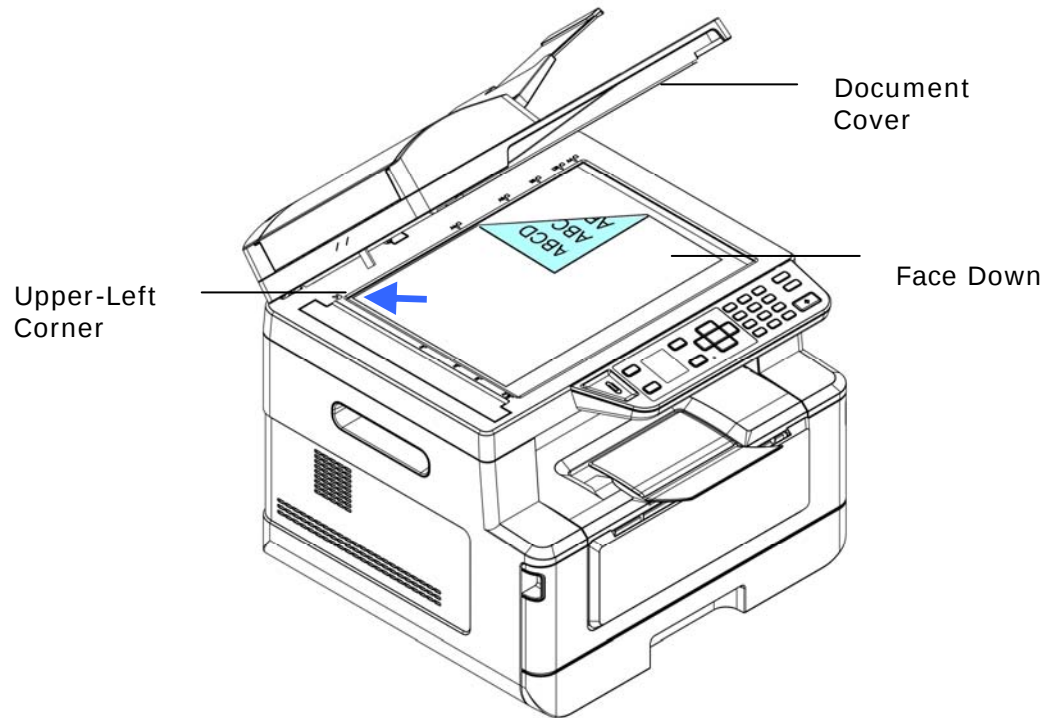


Note:

If there is no paper in the ADF input tray, the product considers the scan source is flatbed glass. If there is paper in the ADF input tray, the product considers the scan source is ADF input tray.

Placing Document(s) on the Glass

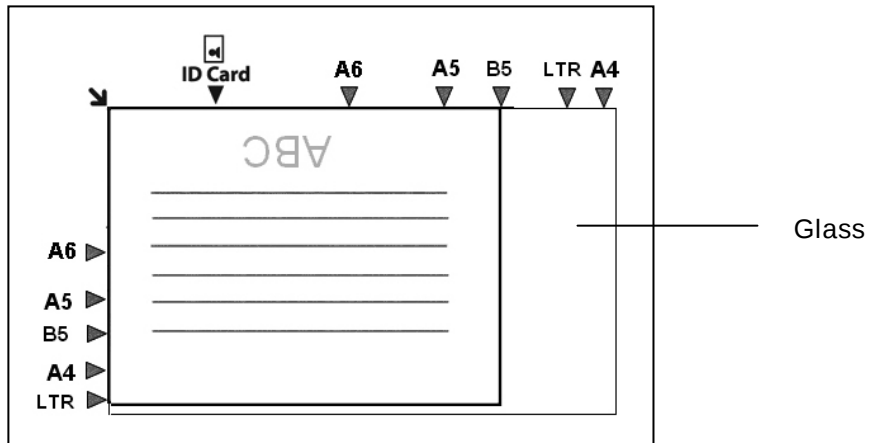
1. Open the document(s) cover to reveal the glass.
2. Place your document with the text **FACE DOWN** on the glass and align the document in the upper-left corner.



3. Close the document cover.

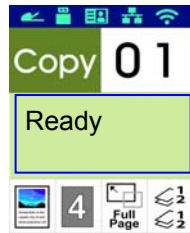
Paper Orientation

Place your A4 or LTR paper vertically on the glass with the text facing down and align it with the A4 or LTR marks.



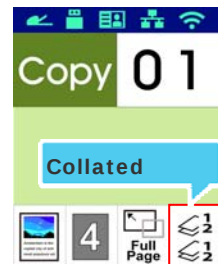
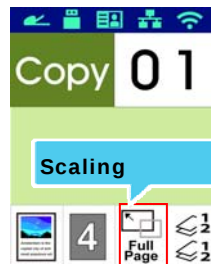
Copy

1. Place your multi-page document **Face Up, Top First** in the auto document feeder or place your single-page document **Face Down** on the document glass.
2. Press the **Function ▲/▼** key until the following 「**Copy**」 mode is shown in the LCD display. (Copy mode is the default operational mode.)



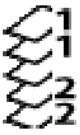
3. Confirm or change Copy options as desired such as Original, Density, Paper Supply, and Sort.

Press ► or ◀ to select the setting.



Press ▲ or ▼ to select the option.

Copy Mode 	Choose your original type. Choice:  (Text) /  (Photo) /  (Mixed)
Density 	Lighten or darken your image. Choice: 1~7 (default: 4) 
Scaling 	Resize your document. Choice:  (100 %) ,  Full Page ,  Custom Zoom (25%~400%) ,  N-up 100 % : Resize your document according to your original. Full Page : Resize your document to fit your output paper size. Custom Zoom : Resize your document between 25% and 400% in one percent increment. N-up : Combine 2 or 4 pages of documents to be printed on a single side of a sheet.

Collated 		Collated: Place your copies in 「Sort」 order (e.g. page 1,2,3 /1,2,3 /1,2,3).
		<i>Uncollated:</i> Place your copies in 「Stack」 order (e.g. 1,1,1/2,2,2/3,3,3).

* The default settings is displayed in italic bold style.

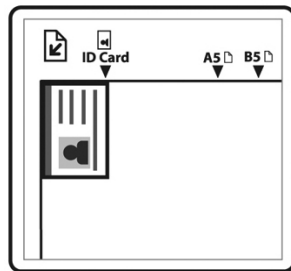
4. Enter your copy count with the numeric keypad. The copy count will be displayed.
5. Press the [**Start**] button () on the control panel to start copying your documents.

ID Card Copy

The ID Card Copy function allows you to copy both the front and rear side of your ID card easily and correctly in a second.

The Operation Steps:

1. Place one side of your ID card **FACE DOWN**, align it to the 「ID Card」 mark as indicated below:



2. Press **Function ▲/▼** button until the 「ID Card Copy」 is displayed on the screen.



3. Confirm or change options as desired such as Mode, Density, or Paper Size.

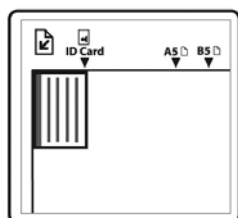
Press ► or ◀ to select the setting.



Press ▲ or ▼ to select the option.

Mode	Choice: *<i>Left/Right, Up/Down, Duplex, Big Card</i>	
		Left/Right – Copy the left and right side of your ID card on one side of a sheet.
		Up/Down – Copy the front and rear side of your ID card on the upper and bottom half of one side of a sheet.
		Duplex – Copy the front and rear side of your ID card on the front and rear side of a sheet.
		Multi-card - Copy the front and rear side of your multiple cards or bigger card on one side of a sheet.
Density	Lighten or darken your image. Choice: 1~7 (default: 4)	
		
Paper Size	Select your paper size. Choice: A4, Letter.	
		
* Default settings in italic bold style.		

4. Enter your copy count. The copy count will be displayed.
5. Press the [Start] button () on the control panel to start copying your cards.
6. After the first side scanning is finished, the 「**Next:Press 1 / Finish:Press 2**」 dialog box will be prompted.
7. Open the document cover and place the other side of your card, align to the 「**ID Card**」 mark as illustrated.



8. As illustrated by choosing 「**ID Card Copy (Up/Down)**」, tap 「**1**」 on the operational panel to continue scanning the other side of your card or tap 「**2**」 to leave the screen. The result is illustrated in below:



Important!

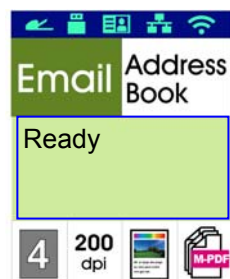
The ID Card copy feature does not support loading your cards from the auto document feeder.

Scan to E-mail

The scan function allows you to first scan your documents and then send the scanned image to a specified e-mail address. To send your scanned images to an e-mail address, you need to first set the e-mail settings including the address book through the product's embedded web page.

The operating steps:

1. Place your multi-page document **Face Up, Top First** in the auto document feeder or place your single-page document **Face Down** on the document glass.
2. Press **Function ▲/▼** key until the following 「**Email**」 mode is shown in the LCD display.



3. Press **▶** to highlight the Address Book  and then press [OK].
4. Select your recipient from the Address Book and then press [OK]. (See Chapter 4 for more details on how to create your address book)
5. Confirm or change options as desired such as Density, Resolution, Color Mode, or File Format.

Press **▶** or **◀** to select the setting.



Press **▲** or **▼** to select the option.

Density 	Lighten or darken your image. Choice: 1~7 (default: 4) 
Resolution 200 dpi	Choose the resolution of the scanned image. The higher the value, the more details can be reviewed yet more disk space will be required. Choice: 150/ 200 /300/600 dpi 150 dpi: Suits to be viewed on the screen. 200 dpi: Suits for most business document. 300 dpi/600 dpi: High quality image helps increase OCR (optical character recognition) accuracy.
Color Mode 	Choose your desired color mode. Choice:  Color 、  Gray 、  Black and White
File Format 	Choose your desired file format for the scanned image. Choice: MPDF (Multi-Page PDF) 、PDF (Single-Page PDF)、JPEG、TIFF、BMP (for black and white only)。
* Default settings in italic bold style.	

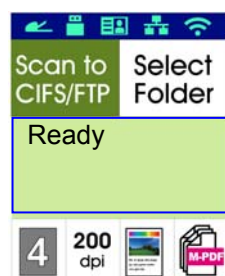
6. Press the [**Start**] button () on the control panel to start scanning your documents.

Scan to CIFS/FTP

The scan function allows you to first scan your documents and then send the scanned image to a server in the network such as CIFS or FTP servers. To save your scanned images to the network, you need to first set the CIFS or FTP settings through the product's embedded web page.

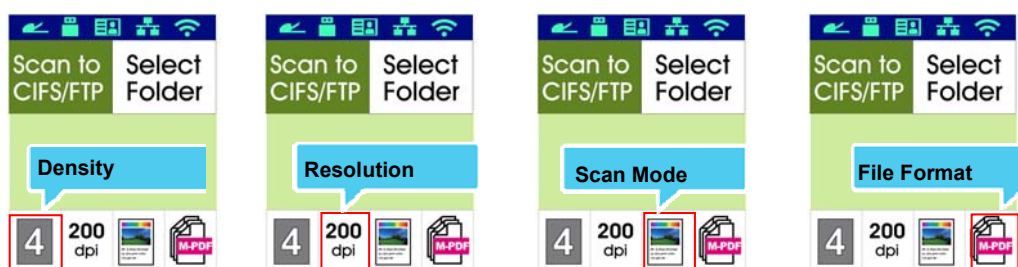
The operating steps:

1. Place your multi-page document **Face Up, Top First** in the auto document feeder or place your single-page document **Face Down** on the document glass.
2. Press **Function ▲/▼** key until the following 「**Scan to CIFS/FTP**」 mode is shown in the LCD display.



3. Press **▶** to highlight the file destination and then press **[OK]**.
4. Select your filing destination and then press **[OK]**. (See Chapter 4 for more details on how to create your file destinations.)
5. Confirm or change options as desired such as Density, Resolution, Paper Supply, or Paper Size.

Press **▶** or **◀** to select the setting.



Press **▲** or **▼** to select the option.

Density	Lighten or darken your image. Choice: 1 ~ 7 (default: 4)						
4	1	2	3	4	5	6	7

Resolution 	Choose the resolution of the scanned image. The higher the value, the more details can be reviewed yet more disk space will be required. Choice: 150/*200/300/600 dpi 150 dpi: Suits to be viewed on the screen. 200 dpi: Suits for most business document. 300 dpi/600 dpi: High quality image helps increase OCR (optical character recognition) accuracy.
Color Mode 	Choose your desired color mode for your scanned image. Choice:  Color 、  Gray 、  Black and White
File Format 	Choose your desired file format for the scanned image. Choice: MPDF (Multi-Page PDF)、 PDF (Single-Page PDF)、 JPG、 BMP、 TIFF。
* Default settings in italic bold style.	

6. Press the [**Start**] button () on the control panel to start scanning your documents.

Scan to USB

The scan function allows you to first scan your documents and then send the scanned image to a USB flash drive inserted to the product.

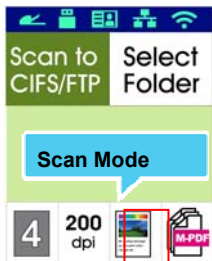
The operating steps:

- 1. Place your multi-page document **Face Up, Top First** in the auto document feeder or place your single-page document **Face Down** on the document glass.
- 2. Press **Function ▲/▼** key until the following 「Scan to USB」 mode is shown in the LCD display.



- 3. Confirm or change options as desired such as Density, Resolution, Paper Supply, or Paper Size.

Press ► or ◀ to select the setting.



Press ▲ or ▼ to select the option.

Density	Lighten or darken your image. Choice: 1~7 (default: 4)
4	1 2 3 4 5 6 7

Resolution 	Choose the resolution of the scanned image. The higher the value, the more details can be reviewed yet more disk space will be required. Choice: 150/*200/300/600 dpi 150 dpi: Suits to be viewed on the screen. 200 dpi: Suits for most business document. 300 dpi/600 dpi: High quality image helps increase OCR (optical character recognition) accuracy.
Color Mode 	Choose your desired color mode. Choice:  Color 、  Gray 、  Black and White
File Format 	Choose your desired file format for the scanned image. Choice: MPDF (Multi-Page PDF)、PDF (Single-Page PDF)、JPG、BMP、TIFF。
* Default settings in italic bold style.	

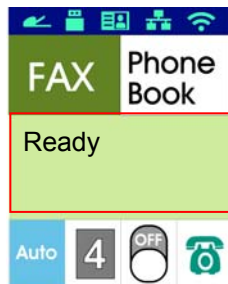
- Press the [**Start**] button () on the control panel to start scanning your documents.

Fax

The function which is available for the model of AM30XX allows you to scan your documents and then send the scanned image to your recipient by fax. Before using the fax function, be sure you have connected a telephone line to the machine.

The operating steps:

1. Place your multi-page document **Face Up, Top First** in the auto document feeder or place your single-page document **Face Down** on the document glass.
2. Press **Function ▲/▼** key until the following 「Fax」 mode is shown in the LCD display.



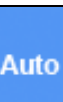
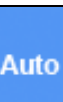
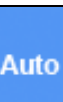
3. Press ► to highlight the Phone Book and then press [OK]. Select the fax number from the list. (See Chapter 4 for more details on how to create your phone book.)

Or simply enter the recipient's fax number by the numeric keypad.

* **Note:** To manually enter the recipient's fax number, only one number is allowed. If you wish to send your document to multiple recipients, you will have choose them from the Phone Book.

4. Confirm or change Fax options as desired such as Quality, Density, Show Speed, or Transmission Mode.



Quality 	Choice: * <i>Standard</i> , Fine, Super Fine, Photo, Auto <table border="1" data-bbox="651 246 1342 817"> <tr> <td data-bbox="659 246 754 358"></td><td data-bbox="754 246 1342 358">Standard</td></tr> <tr> <td data-bbox="659 358 754 470"></td><td data-bbox="754 358 1342 470">Fine</td></tr> <tr> <td data-bbox="659 470 754 582"></td><td data-bbox="754 470 1342 582">Super Fine</td></tr> <tr> <td data-bbox="659 582 754 694"></td><td data-bbox="754 582 1342 694">Photo</td></tr> <tr> <td data-bbox="659 694 754 817"></td><td data-bbox="754 694 1342 817">Auto</td></tr> </table>		Standard		Fine		Super Fine		Photo		Auto
	Standard										
	Fine										
	Super Fine										
	Photo										
	Auto										
Density 	Lighten or darken your image. Choice: 1~7 (default: <i>4</i>)										
Trans- mission Mode	Choose if you wish to send the fax later. Choice: <i>Off</i> /On  <i>Off (no delay send)</i>  Delay Send										
Hook	Choose if you wish to use the hook feature – to use the [manual send] or [manual receive] feature.  <i>On</i>  Off										

* Default settings in italic bold style.

* The default settings is displayed in italic bold style.

5. Press the [**Start**] button () on the control panel to start scanning and faxing your documents.

Manually Receiving or Sending a Fax

The operating steps :

1. Make sure the device is connected to a working telephone line.
2. Press ► repeatedly until  (hook on icon) is highlighted.
3. Press ▲ until  (hook off icon) appears.
4. Enter the fax number via the numeric keypad.
5. When the line is connected and you hear a high-pitched tone, press the 「Start」 button .
6. LCD displays the following screen.

Send: 1
Receive: 2
7. To send fax: press 1, to receive fax: press 2.
8. When the transmission is OK, the LCD screen returns to the ready status.



Note:

- A telephone line has to be installed to use this function.
 - The **Manual** option from **Rx Mode** must be selected to receive a fax manually. Tap **[Menu]** and select Fax>RX Mode> *Manual.

Speak and then Send a Fax

Important!

It may be possible that faxes will reach unintended recipients due to the misdialing or incorrect registration of fax/telephone numbers. When you send important documents, it is recommended that you send them after speaking on the telephone.

The operating steps to speak and then send a fax :

1. Make sure the device is connected to a working telephone set and that your recipient's fax machine is connected with a telephone set.
2. Pick up the handset and then dial the recipient's telephone number.
3. When the conversation is over, press the 「**Start**」 button .
4. LCD displays the following screen.

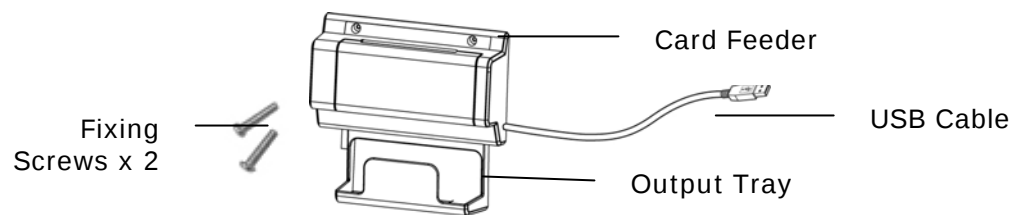
Send: 1 Receive: 2

5. To send fax: press 1, to receive fax: press 2.
6. The recipient choose [**Receive**] and then hang down the handset.
7. Hang down your handset.
8. When the transmission is OK, the LCD screen returns to the ready status.

Using the Optional Scan Module (CSA6) for ID Cards

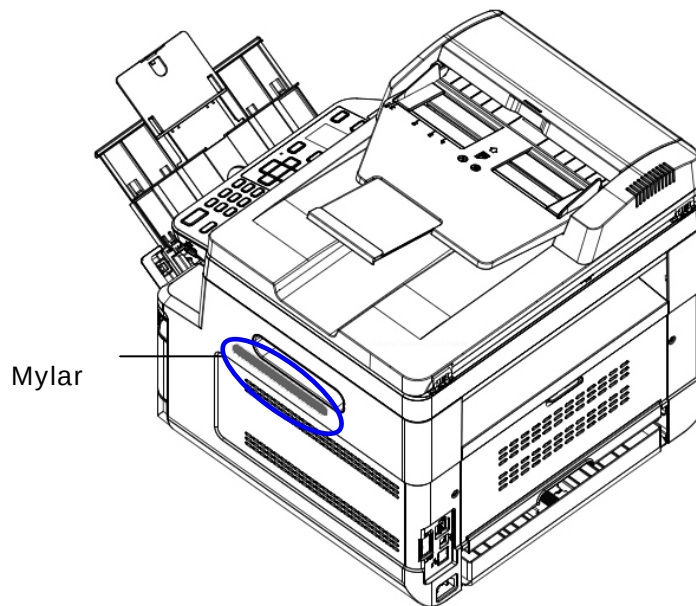
Simply loading your ID card to the scan module (CSA6), the print can be started and in a second the front side and rear side of your ID card are printed in one side of a sheet.

Knowing the Scan Module:



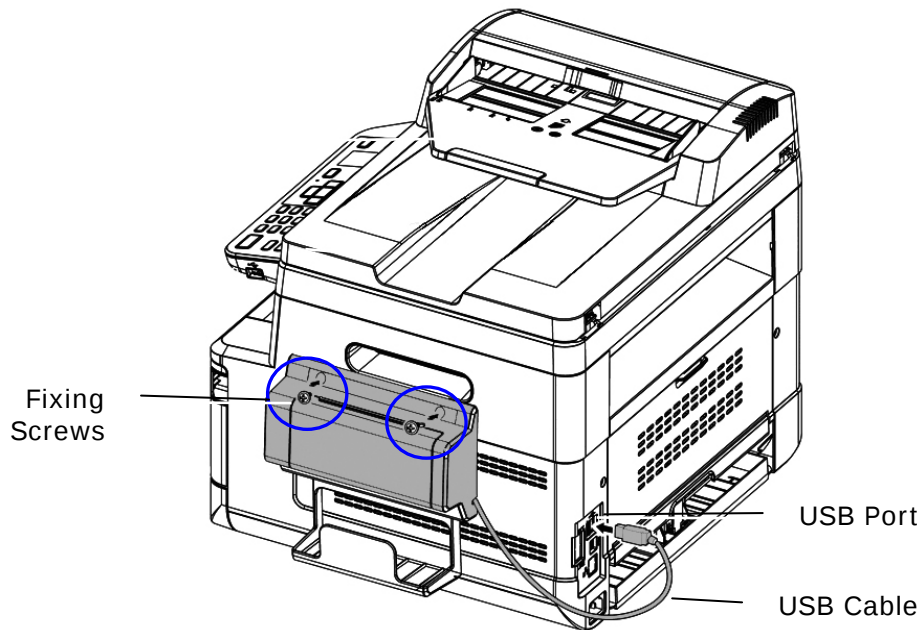
Removing the Mylar:

Locate the mylar for the reserved holes on the side cover and remove it with a box cutter.



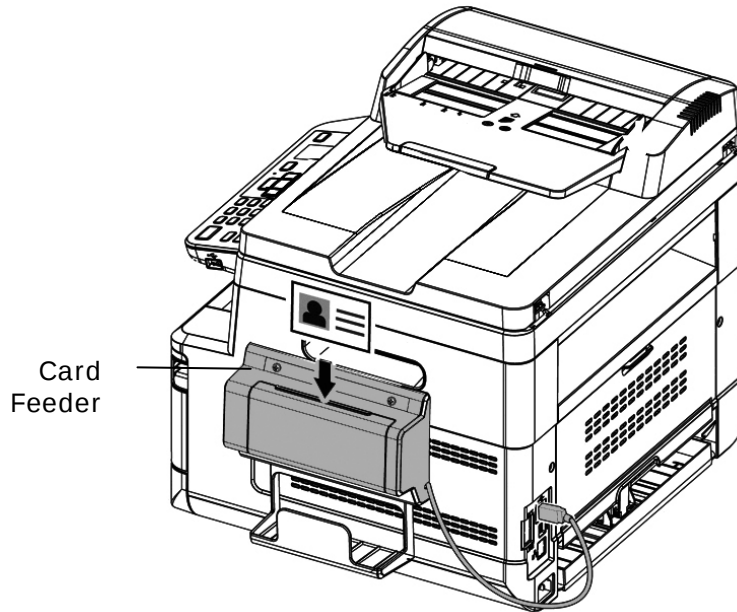
Installing the Scan Module:

1. Note two reserved holes on the side wall beneath the operational panel and fasten the scanning module with two fixing screws as shown.
2. Connect the USB cable to the USB port on rear side.
3. Turn off and then turn on the product to ensure the machine can identify the scan module.

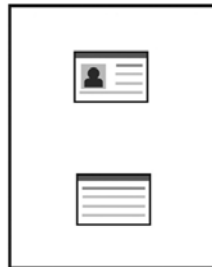


Making ID Card Copy:

1. Insert your card **FACE OUTWARD** to the card feeder and make sure the bottom of card feeding first as illustrated.



2. In a second, the front side and the rear side of your ID card will be copied in one side of a sheet.



Note:

- Only one card can be inserted at one time. The scan module does not allow to be fed more than one card at a time.
- Please note the ID card copy settings can also be applied to CSA6 settings. If desired, you can change your CSA6 settings by changing your ID card copy settings on the product's web page or on the control panel as described in the subsequent section, **ID Card Copy Settings** on page 74.

4. Setting up and Managing Destinations

This section provides procedure for the administrator to setup and manage your destinations including e-mail addresses or network folders to distribute the scanned document on the network.

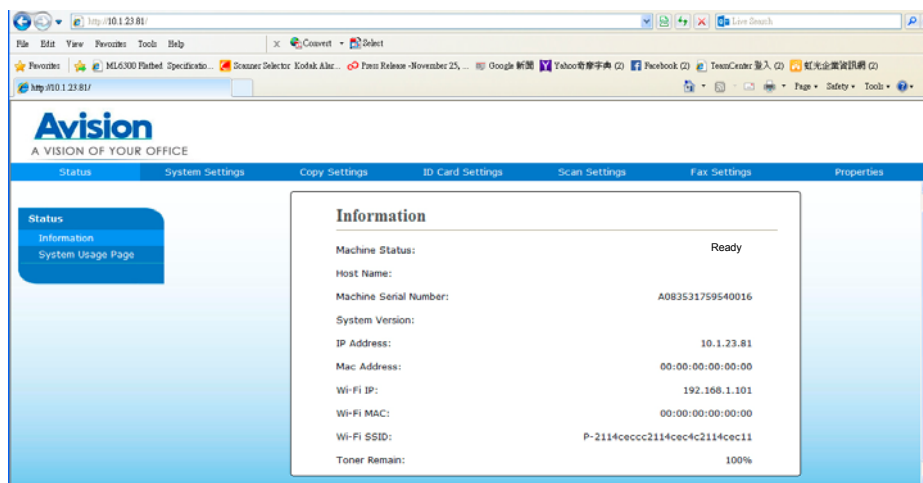
Setting up Your Address Book

This section provides procedure for the administrator on how to setup Address Book which includes e-mail address and fax number.

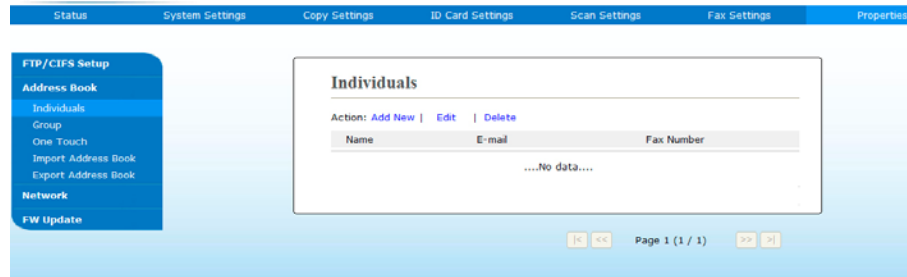
Adding a New Member

To add a new member,

1. Obtain the product's IP address by pressing the **[Menu]** key on the control panel and then choose **[Information]>[IP Address]**. The product's IP address will be displayed.
2. Open your browser.
3. Type the product's IP address on the URL field of your browser. For example, 10.1.20.25. The following embedded web page will be displayed



4. On the product's web page, choose **[Properties]** and then choose **[Address Book]** on the left side. The following **[Address Book]** page will be displayed.



5. Choose **[Add New]** to prompt the following page.

6. Enter the name, fax number, and e-mail address for an individual recipient.
7. After completing entering the settings, click **[Submit]** to finish. The new recipient will be displayed in the e-mail list. This means you have successfully created an address book.

Modifying a Current Member

To modify a current member,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Choose the member you want to modify from the list and then choose **[Modify]** to prompt the **[Modify Member]** page.
3. Modify your member information. Click **[Submit]** to save the setting or **[Cancel]** to leave the page without saving any setting.

Deleting a Current Member

To modify a current member,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Choose the address you want to delete from the list and then choose **[Delete]** to erase the address. A Confirmation dialog box appears to confirm your deletion. Click **[OK]** to confirm or **[Cancel]** to exit.

Adding a New Group

To send multiple recipients simultaneously at one time, you can create groups to speed up the process. Up to 5 members can be included in one group and a total of 10 groups can be created.

Follow these steps to create a new group,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Click **[Group]** and then choose **[New]** to prompt the **[Add a New Group]** page.
3. Enter your group name.
4. Choose the address from the right side and click **←** to add a member to the group.
5. Click **[Submit]** to save the setting or **[Cancel]** to leave the page without saving any setting.

Modifying a Current Group

To modify a current e-mail group,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Click **[Group]** and choose the group you want to modify from the list and then choose **[Modify]** to prompt the **[Modify Group]** page.
3. Modify your group information. Choose the group member you wish to add and then click **←** to add the new member or click **→** to delete an old member from the group.
4. Click **[Submit]** to save the setting or **[Cancel]** to leave the page without saving any setting.

Deleting a Current Group

To delete a current e-mail group,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Click **[Group]** and choose the group you want to delete from the list and then choose **[Delete]** to erase the group. A Confirmation dialog box appears to confirm your deletion. Click **[OK]** to confirm or **[Cancel]** to exit.

Adding Your One Touch Key

To speed up the process to send your document, the product provides one touch key for your frequently used recipients. The one touch key can be either a member or a group which contains multiple members to allow you retrieve all numbers by simply tapping the key. Up to 10 one touch keys can be set.

Follow these steps to create a new group,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Click **[One Touch]** and then choose **[New]** to prompt the **[Add a New One Touch]** page.
3. Enter your one-touch number.
4. Choose the member or group from the right side and click **←** to add a member or group to the one-touch key.
5. Click **[Submit]** to save the setting or **[Cancel]** to leave the page without saving any setting.

Modifying a Current One Touch Key

To modify a current e-mail group,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Click **[One Touch]** and choose the one-touch number you want to modify from the list and then choose **[Modify]** to prompt the **[Modify One Touch]** page.
3. Modify your group information. Choose the group member you wish to add and then click **←** to add the new member or click **→** to delete an old member from the group.
4. Click **[Submit]** to save the setting or **[Cancel]** to leave the page without saving any setting.

Deleting a Current One Touch Key

To delete a current e-mail group,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Click **[One Touch]** and choose the number you want to delete from the list and then choose **[Delete]** to erase the one-touch key. A Confirmation dialog box appears to confirm your deletion. Click **[OK]** to confirm or **[Cancel]** to exit.

Importing External Address Book

The product allows you to import external address book from other devices in a .csv format to save your time in typing all the addresses. Before importing external address book to this product, be sure an address book file in .csv format has been created in advance.

To import current address book,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Click **[Import Address Book]** to prompt the **[Import Address Book]** page.
3. Click **[Browse]** to search the address book file on your computer.
4. Click **[Import]** to start importing the address book file. In a second, the imported address book will be added in the product.

Exporting Current Address Book

The product allows you to export current address book of this device to another device in a .csv file format.

To export current address book,

1. Repeat Step 1 to Step 4 from the previous section, *Adding a New Member*. The **[Address Book]** page appears.
2. Click **[Export Address Book]** to prompt the **[Export Address Book]** page.
3. Click **[Export]** and then **[Browse]** to specify the location of your address book.
4. Click **[Apply]** and the current address book will be stored in a .csv file.

Setting up Your File Destinations

The section provides procedure on how to setup your file destinations to send your scanned document to a specified network folder.

Adding a New File Destination

To create a new file destination, follow these steps:

1. On the product's web page, choose [**Properties**] and then choose [**FTP/CIFS Setup**] on the left side. The following [**New File Destination**] page will be displayed.

Enter the following information respectively:

Item	Description
Destination Name	Enter the name of your destination. The name will be shown in the LCD screen.
Protocol	Enter the type of protocol of your destination server. Choice: FTP, FTPS, CIFS
URL	Enter the IP address and the shared folder name of your FTP server.
Port #	Enter the port number of the destination server. * 21 (FTP), 139 (CIFS)
Login Name	Enter the user name of the destination server.
Password	Enter the password of destination server.
Retype Password	Choose your desired scan option profile.

2. Click [**Submit**] to save the setting or [**Cancel**] to leave the page without saving any setting.

Modifying a Current File Destination

To modify a current file destination,

1. Repeat Step 1 to Step 2 from the previous section, *Adding a New File Destination*. The [**New File Destination**] page appears.
2. Choose the destination you want to modify from the list and then choose [**Modify**] to prompt the [**Modify File Destination**] page.
3. Modify your destination information.
4. Click [**Submit**] to save the setting or [**Cancel**] to leave the page without saving any setting.

Deleting a Current File Destination

To delete a current file destination,

1. Repeat Step 1 to Step 2 from the previous section, *Adding a New File Destination*. The **[New File Destination]** page appears.
2. Choose the destination you want to delete from the list and then choose **[Delete]** to erase the destination. A Confirmation dialog box appears to confirm your deletion. Click **[OK]** to confirm or **[Cancel]** to exit.

5. Customizing the Product's Settings

This chapter is specifically targeted to the persons who are responsible for the administration of the product. It is recommended that the administrator read this chapter before installing the machine.

The product's settings can be customized via the control panel or the product's embedded web page. How to customize the product's settings via these two methods will be described in the following sections.



Note:

When installing the product for the first time, it is recommended that the Administrator retain the default system settings. The settings can be customized at a later date once you are familiar with the operation and functionality.

Customizing System's Settings via the Control Panel

To change the default settings on the control panel, press the "menu" button on the control panel. The menu information will be displayed. To navigate the menu items, the **Enter**, **Up**, **Down**, and **Back** buttons are provided on the control panel. You can adjust settings (e.g. set the paper size for Tray 1) or view information (e.g. IP address, firmware version).

Typical steps in using the menus are as follows:

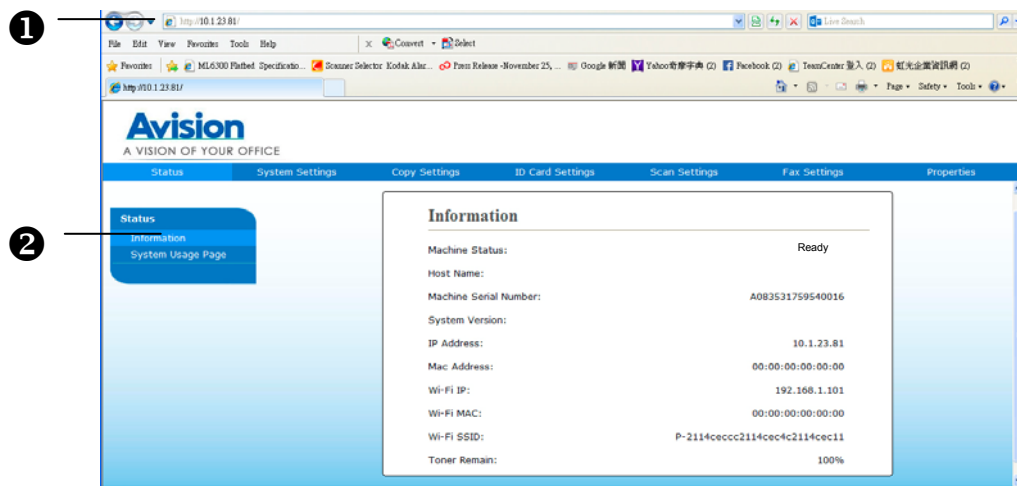
1. Press the **Menu** button to access the menu items.
2. Press the **▲ Up** or **Down ▼** button repeatedly until the desired menu is highlighted in the displayed list.
3. Press the **[OK]** button to select this menu.
4. Press the **▲ Up** or **Down ▼** button repeatedly until the desired item is highlighted.
5. Press the **[OK]** button to select this item.
6. Press the **↶ Back** button to go back to the previous screen.
7. Press the **Cancel** button to leave the menu item.

Customize System's Settings via the Embedded Web Page

Note: Any update of the web page requires administrator's login.

You may choose your network connection type through the webpage.

1. Obtain the product's IP address by pressing the **[Menu]** key and select **[Information]>[IP Address]**. The IP address will be displayed.
2. Open your browser and type the product's IP address on the URL address **①**, for example, <http://10.1.20.80> and press Enter. In a second, the embedded web page will be displayed **②**.



3. Enter your desired setting on your selected items.

Setting Items to be Customized

Status (Available only on the webpage)

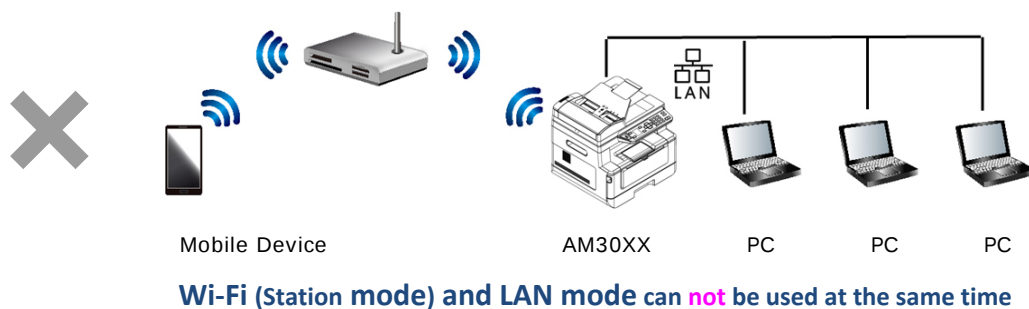
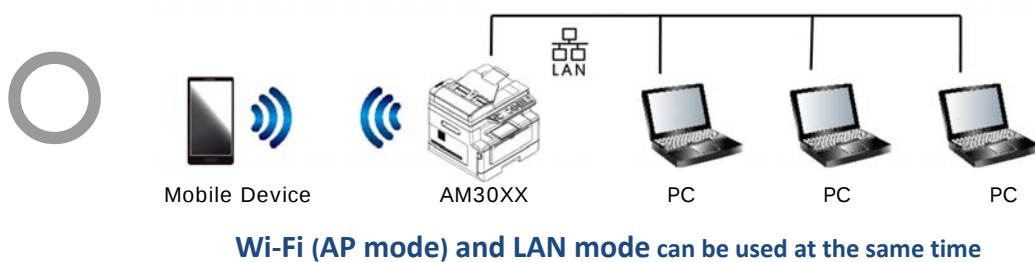
Displays the status and basic information of the product.

Item	Description
Information	Display the following basic information of the product.
Machine Status	Displays the machine status.
Host Name	Displays the host name.
Machine SN	Displays the machine's series number.
System Version	Displays the firmware version.
Homepage Version	Displays the version of the embedded web page.
Fax Patch Code Version	Displays the version of the installed fax patch code.
Fax ptt Version	Displays the fax ptt version.
IP Address	Displays the IP address.
Mac Address	Displays the Mac address.
Wi-Fi IP	Displays the Wi-Fi IP address.
Wi-Fi Mac	Displays the Wi-Fi Mac address.
Wi-Fi SSID	Displays the Wi-Fi SSID name.
Toner Remain	Displays the toner remain of the toner cartridge.
Report	Selects to print each report.
Config.	Choose to print the setting information of the product.
Network	Choose to print the network information of the product.
Menu Map	Choose to print all the menu items on the LCD screen.
Usage	Choose to print the usage report including the number of copies, toner usage information, EP usage information, and fuser usage information.
Add. Book	Choose to prints the address information of the product.
Fax Log	Choose to prints the fax log of the product.

Network (Available only on the LCD Screen)

*Factory Default

Item	Description	Choice				
Network	Wi-Fi: Choose to turn on or off Wi-Fi connection. Choice: Wi-Fi / Wi-Fi WPS Button / Direct Link	Wi-Fi/ Wi-Fi WPS Button/ Network Filter				
	<table><tr><td>On</td><td>Turn on Wi-Fi and enter Wi-Fi Station Mode. Please go to the product's web page to select a wireless network (SSID).</td></tr><tr><td>Direct Link</td><td>Turn on Wi-Fi and go to Wi-Fi AP (Access Point mode. The product is now an Wi-Fi AP itself.</td></tr></table>		On	Turn on Wi-Fi and enter Wi-Fi Station Mode. Please go to the product's web page to select a wireless network (SSID).	Direct Link	Turn on Wi-Fi and go to Wi-Fi AP (Access Point mode. The product is now an Wi-Fi AP itself.
	On		Turn on Wi-Fi and enter Wi-Fi Station Mode. Please go to the product's web page to select a wireless network (SSID).			
	Direct Link		Turn on Wi-Fi and go to Wi-Fi AP (Access Point mode. The product is now an Wi-Fi AP itself.			
Wi-Fi WPS Button: You may connect the device to a WPS compatible wireless access point by selecting [Wi-Fi WPS button]. To enable the WPS connection of your access point, please refer to the user's guide of your access point.						
Network Filter: Specify if you wish to enable or disable the Network filter configuration. Once enabled, you can specify the filter mode to allow some IPs to access the device or deny some IPs from accesing the device via the product's embedded web page. Choice: Enable/*Disable						



Wi-Fi Connection:

- **Wired LAN:** If the device is connected to a wired LAN via an ethernet cable, the Wi-Fi connection will automatically set to AP mode. A wired LAN and a wireless network can be working at the same time.
- **Wireless Network:** If SSID has been connected successfully, the wired LAN will not be working. If the device fails to connect to a wireless network (SSID), the device will automatically enter Wi-Fi AP mode (the device itself is an AP).

System Settings (Available on the LCD Screen and webpage)

*Factory Default

Item	Description	Option
Language	The language displayed on the LCD screen	*English / 繁體中文/简体中文 /Deutsch
Date / Time	Sets up the current date and time on the product. The time format is 24-hour system.	
Sleep Mode	Choose how long to enter the energy saving mode after your last action.	5Min/ *15Min/30Min/1Hr/2Hr/4Hr
Auto Off	Choose how long to shut down the product automatically after your last action.	*Off/5Min/15Min/30Min/1Hr/2Hr/4Hr
Schedule Restart	Enable or disable [Schedule Restart]. If select on, enter number of day to restart the device automatically.	* On/Off
Timeout	When the machine has not been operated for a certain period of time, the system will automatically reset all settings back to the preset values. System Timeout Value : 0 ~ 300 seconds. Each selectable interval range is 15 seconds.	* On (60 secs)/Off
Default Mode	Set the default operating mode on the LCD screen.	* Copy, ID Card Copy, Scan to USB, Scan to CIFS/FTP, Scan to E-mail, Fax

Paper Size Default	Choose default paper size.	*A4/LTR/LGL	
Media Type	Choose default media type.	Thin/*Plain/Thick/Envelope/Laser/Bond/Postcard	
Duplex Print	Choose to enable/disable duplex print.	ON/*Off	
Network	On Turn on Wi-Fi and enter Wi-Fi Station Mode. Please go to the product's web page to select a wireless network (SSID). Direct Link Turn on Wi-Fi and go to Wi-Fi AP (Access Point mode. The product is now an Wi-Fi AP itself. Wi-Fi WPS Button: You may connect the device to a WPS compatible wireless access point by selecting [Wi-Fi WPS button]. To enable the WPS connection of your access point, please refer to the user's guide of your access point. Network Filter: Specify if you wish to enable or disable the Network filter configuration. Once enabled, you can specify the filter mode to allow some IPs to access the device or deny some IPs from accessing the device via the product's embedded web page. Choice: Enable/*Disable		Wi-Fi/ Wi-Fi WPS Mode /Direct Link

Management		
Factory Def.	Reset all settings to factory default values.	
Copy Calibration (for LCD screen only)	Perform copy calibration.	Immediate/ 1 ~ 30 days
Scanner Calibration (for webpage only)	Perform scanner calibration.	Immediate/ 1 ~ 30 days
Reset Count	Choose to reset count for roller or pad after replacement. Click [immediate] to reset count.	ADF Pad/ADF Roller/Tray 1 Pad/Manual Tray Pad
V-Mag Adjustmnet	Choose to adjust the vertical magnification rate of the printer.	-0.4%/-0.2%/*0% +0.2%/+0.4 %
Password Settings		
New Password	Enter a password to enable modifying the web page. Password should be 8~32 characters or digits in length.	
Retype Password	Retype new password.	

Copy Settings (Available on the LCD Screen and webpage)

*Factory Default

Item	Description	Option
Copy Mode	Select your copy mode to enhance your text or pictures.	*Text/Photo/Mixed
Collate 	Selecting On sorts documents by the order, (1,2,3 / 1,2,3 / 1,2,3). Selecting Off stacks documents by the order, (1,1,1/2,2,2/3,3,3).	On/ *Off  Collated
N-up	Selecting 2 to 1 prints 2 original images reduced to fit onto one sheet of paper. Selecting 4 to 1 prints 4 original images reduced to fit onto one sheet of paper.	* 2 to 1/4 to 1  2 to 1  4 to 1
Custom Zoom Default  Custom Zoom	Custom Size (25 % ~ 400 %) : Resize your documents from 25% to 400%.	25% ~ 400%
Density 	Lighten or darken an image.	1/2/3/*4/5/6/7
Toner Save	Enable or disable Toner Save.	On/ *Off

ID Card Copy Settings (Available on the LCD Screen and webpage)

*Factory Default

* This is also the factory default settings if you have installed an optional scan module for ID card (CSA6). If desired, change your CSA6 setting here.

Item	Description	Option
Mode    	Select an ID Card Copy mode. Up/Down – Copy the front and rear side of your ID card on the upper half and bottom half on one side of a sheet. Right/Left –Copy the front and rear side of your ID card on the right half and left half on one side of a sheet. Front/Rear - Copy the front and rear side of your ID card on the front and rear side of a sheet. Multi-card – Copy the front and rear side of ID card in A5 size or multiple cards on one side of a sheet.	Up/Down /*Right/Left /Front/Rear /Multi-card
Density 	Lighten or darken an image.	1/2/3/*4/5/6/7
Vertical Position Adjustment	Slightly adjust the vertical position of the scanned image of the ID card.	Up/Down(*0~177mm), Left/Right(*0~355mm), Front/Rear(*0~177mm)

Scan Settings (Available on the LCD Screen and webpage)

*Factory Default Setting

Item	Description	Option
Scan Mode 	Choose your Color Mode to enhance your text or pictures.	B&W/Grayscale/*Color
Density	Lighten or darken an image.	1/2/3/*4/5/6/7
Resolution	Choose the resolution of the scanned image. The higher the value, the more details can be reviewed yet more disk space will be required. Choice: 150/*200/300/600 dpi 150 dpi: Suits to be viewed on the screen. 200 dpi: Suits for most business document. 300 dpi/600 dpi: High quality image helps increase OCR (optical character recognition) accuracy.	150/*200/300/600 dpi
File Name	Choose your default file name.	
File Format	Select a file format for the scanned image.	*MPDF (Multi-page PDF), PDF (Single-page PDF)、JPEG、TIFF
Err Report	Enable to print a transmission report or print a report only when errors.	Off/On/*On Error

Fax Settings (Available for LCD Screen and webpage)

(To access the setting, you need to install a fax module and a telephone line first.)

*Factory Default

Item	Description	Option
Quality	Select a document quality.	*Standard/Fine/Super Fine/Photo/Auto
Density	Lighten or darken an image.	1/2/3/*4/5/6/7
Header	Sets header information for outgoing faxes.	*Off/On
Footer	Sets ON if you wish to show footer information for all outgoing faxes.	*Off/On
Tone / Pulse	Sets the product to tone- or pulse-dialing mode.	*Tone /10 PPS/20 PPS 20 PPS applies only for China. Tone and 10 PPS apply for any countries except China.
Volume	Sets ON if you wish to turn on the speaker during fax communication.	Off/High/*Medium/Low
Redial	Sets the number of redial attempts and redial interval setting if the number dialed is busy.	Redial Count (0/1/*2) Interval (1min/*2min/3min)
DialTone Det	Sets ON to allow this product to wait for and detect dial tone before proceeding with dialing.	Off/*On
Connect Time	Sets your connection time after dialing and before receiving signal.	30/*60/70/80/90 (Seconds)
Tx Level	Sets the level of transmission signal.	0 ~ - 15 dBm (* -13 dBm)
ECM	Choose ON if you wish to enable the Error Correction Mode to correct errors in transmission due to bad lines.	*Off/On
Starting Rate	Sets the level of starting rate.	*Super G3/G3/Forced
Info Display	Show speed information during transmission.	Off/*On
Codec	Specify or Disable Fax Codec modes (MR、MMR).	*MMR/MR/MH

TX Report	Choose if you wish to print the fax transmission report or print the error report only.	Off/On/*Error
Protocol Log	Print the protocol information.	*Off/On/Error
Country	Specify a country name for fax.	USA/Germany/Taiwan/China/Singapore/Malaysia/Thailand/Indonesia/Korea/South Africa
Forward Tx	Sets ON if you wish to forward all incoming faxes or emails to another fax number or email address.	*Off/Fax Number/E-mail Fax Number: Number/*Local Print(On/off) E-mail: From/Subject/ E-mail
Reduce / Split	Choose to scale the entire contents of your receiving fax to fit into the paper of the printer. Choose to split the entire contents of your receiving fax into several pages.	Reduce /*Split
No. of Rings to receive	Lets you set the number of times the phone ring before receiving the fax. Note: The product's speaker does not produce such a ring tone. It is possible for a user to hear the ring tone via an external phone connected to the product.	1 ~ 10 Default Value: 3
RX Mode	Select "Fax" to receive an incoming fax automatically. Select "Manual" to receive an incoming fax manually. On how to receive/send faxes manually, refer to the section, Receiving or Sending a Fax Manually.	*Fax/ Manual
Delay Send	Specify the length of time for delay send.	Hour/Minute
Overseas Mode	Choose your desired overseas mode.	Off/Ignore 1 st DIS/DIS-DCS Interval (500, 800 ms)/Ignore 1 st DIS + DIS-DCS Interval (500, 800 ms)

FTP/CIFS Setup (Available on the web page)

To send your scanned document to a specified network folder, you need to setup your file destination. To create or modify your file destination, please refer to the preceding section, **Setting up Your File Destination**, on page 64.

Address Book (Available on the web page)

To send your scanned document to an e-mail address or group, you need to setup your address book. To create or modify your address book, please refer to the preceding section, **Setting up Your Address Book**, on page 58.

Network (Available on the web page)

Displays the network information of the product.

*Factory Default

Item	Description	Option
Host Name		
Host Name	Dipslay the host name for the product.	
Ethernet Settings		
DHCP: Enables DHCP	*Off/On	
IP Address: Set up an IP address.	Input the IP address of the product.	
Subnet Mask	Input the subnet mask number.	
Gateway	Input the gateway for your IP.	
Auto-Obtain WINS/DNS	*Off/On	
Primary DNS Server	Sets up the primary DNS server address for the product.	
Secondary DNS Server	Sets up the secondary DNS server address for the product.	
Primary WINS Server	Sets up the primary WINS server address for the product.	
Secondary WINS Server	Sets up the secondary WINS server address for the product.	
Domain Name	Sets up a domain name for the product.	
Wi-Fi Settings		
Search AP	Click [Search AP] and the currently connected wireless networks will be displayed. Select the wireless network you want to connect and then enter the security key if required.	
IP Settings	Obtain the IP address directly from the DHCP server or you may enter your static IP on the [IP Address], [Subnet Mask], and [Gateway] field respectively.	

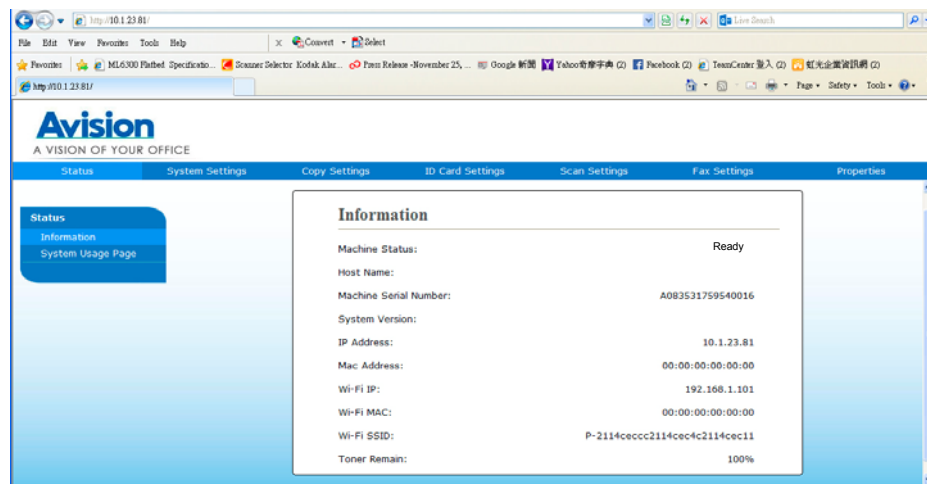
SMTP		
Mail Server	Enter the IP address of your SMTP server.	
SMTP Port #	Enter the port number of the SMTP server. * 25	
Authentication Method	Enter the email authentication method. Choice: *None, SMTP, POP3	
Login Name	Enter the login name for SMTP authentication.	
Password	Enter the password for SMTP authentication.	
Time Zone	Enter the time zone of your location.	
E-Mail		
From	Specify sender's e-mail address. This is a must item to send images to e-mail address.	
Subject	Type the default subject.	
Signature	Specify the signature file of the sender if necessary.	
Reply to	Specify the e-mail address you wish to reply to. If this item is left blank, the [From] address will be used as the [Reply to] address.	
Message	Type the default's e-mail message.	
Network Security Settings		
Security Configuration Filter	Specify if you wish to enable or disable the filter configuration.	*Disable/Enable
Filter Mode	Specify your filter mode to allow some IPs to access the device or deny some IPs from accessing the device's embedded web page.	Allow/Deny
IP Address Filter Configuration	IP Address Filter Configuration - Four types of Start IP and End IP can be specified. Mac Address Filter Configuration - Up to 10 Mac address can be specified.	IP Address Filter Configuration/ Mac Address Filter Configuration
A+ Manager Settings		
A+ Manager Settings	Enter the IP address of a specified server to send the system log file to for quick troubleshooting.	

Updating The Product's Firmware

Before updating the product's firmware, you need to first download the latest firmware from our web site at www.avision.com onto your computer.

To update the product's firmware, follow these steps:

1. Refer to the preceding section, **Knowing the Product's Default IP Address**, to get the product's IP address from the DHCP server.
2. Open your browser.
3. Type the product's IP address on the URL field of your browser. For example, 10.1.20.25. The following embedded web page will be displayed



4. On the product's web page, choose [**Properties**] and then choose [**FW Update**] on the left side. The [**FW Update**] page will be displayed.
5. Choose [**Browse**] to find the firmware file on your computer.
6. Choose [**Update**] to begin updating the firmware to the product.

6. Configuring the Printer Driver

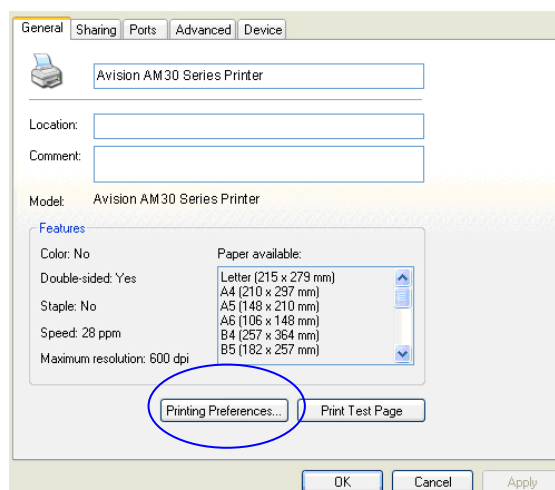
Displaying the Printer Driver Properties Dialog Box (Windows)

To display the Printer Driver Properties dialog box,

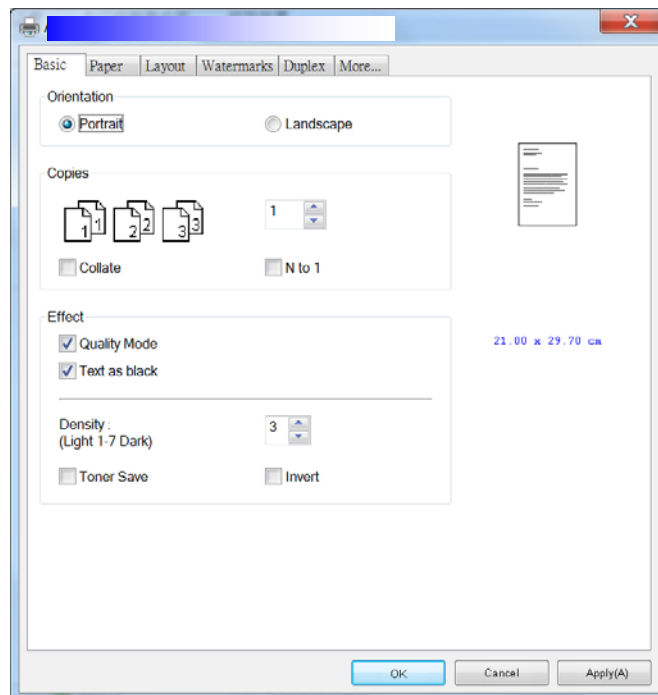
1. Click **Start** on the system tray and choose **Printers and Faxes**.
2. Right-click the product's printer name and choose **Properties**.



3. The product's Printer Properties dialog box appears.



4. Click **Printing Preferences** to prompt the following **Printing Preferences** dialog box.

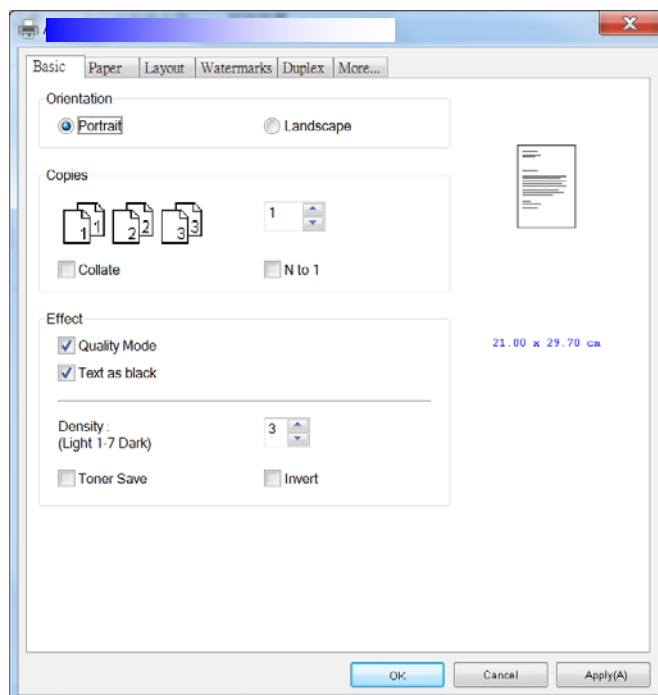


Configuring Printer Driver Settings

The Printing Preferences dialog box consists of the Basic tab, the Paper tab, the Layout tab, the Watermark tab, the Duplex tab, and the More tab. The contents of each tab will be explained in the following sections.

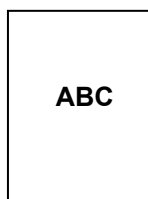
The Basic Tab

The Basic tab contains settings for Orientation, Copies, Effect, Density, Toner Save, and Invert.

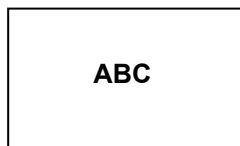


Orientation

Choose your orientation. **Choice: Portrait, Landscape**



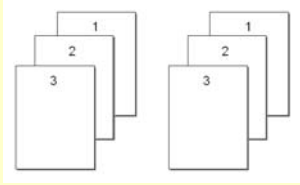
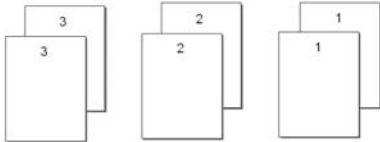
Portrait



Landscape

Copies

Choose the number of copies to be printed. You can enter up to 999.

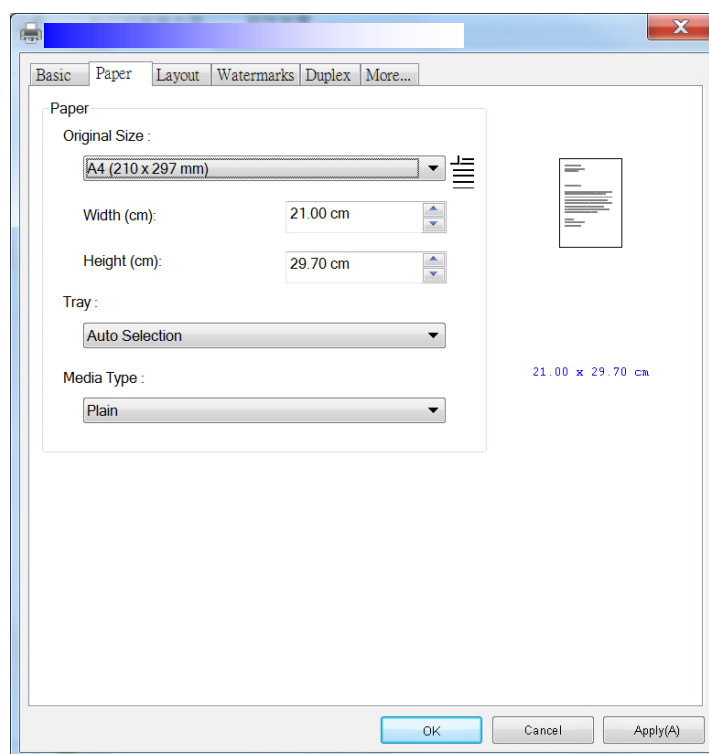
Collated:	Click to print your document in the page order such as 1/2/3, 1/2/3, 1/2/3. 
N to 1:	Click to reverse the printing order of your document. As a result, the last page of your document will be printed first and vice versa. 

Effect

Quality Mode:	If the picture in your document does not print clearly, click Quality Mode to improve its quality.
Density:	Click to lighten or darken your document. Density level (1~7). Default: 3
Toner Save:	Allows you to print your document using the toner saving mode.
Invert:	Invert makes each image pixel inverted to its complementary color. For example: the original black text on white background becomes white text on black background.

The Paper Tab

The Paper tab contains settings for Original Size, Tray, and Media Type.

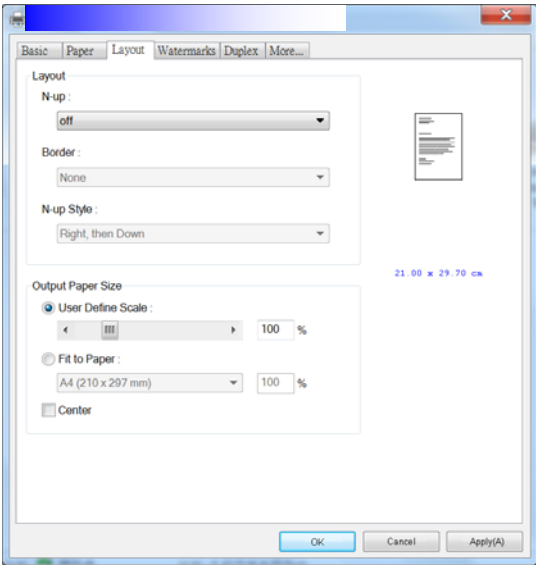


Paper

Original Size:	Choose the size of paper loaded in the designated tray. Choice: A4, A5, A6, B5, B6, Legal, Letter, User Define
Tray:	Choose the tray from which your paper should be fed. Choice: Auto, Manual Tray, Main Tray Auto means automatically select the paper tray which is available (priority: 1: manual tray; 2: main tray).
Media Type:	Choose the type of media to be used for printing. Choice: Plain Paper, Thin Paper, Thick Paper, Laser Paper, *Postcard, *Bond, *Envelope *: Only available in the manual tray for one-side printing

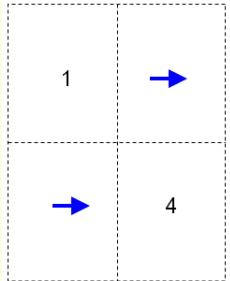
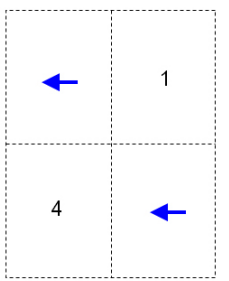
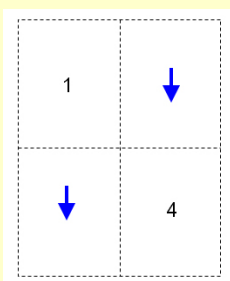
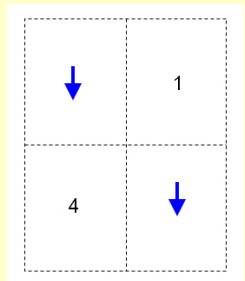
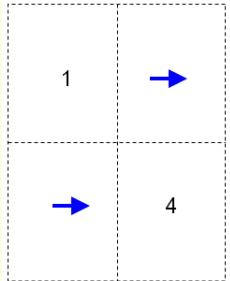
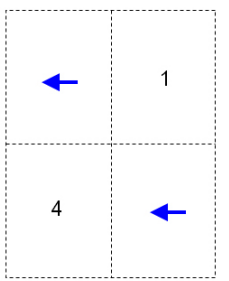
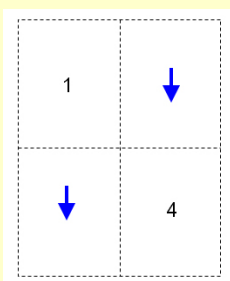
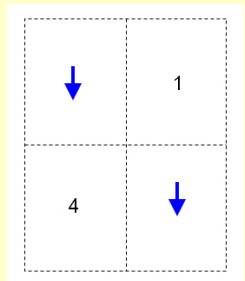
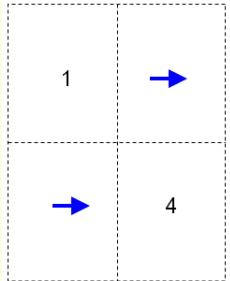
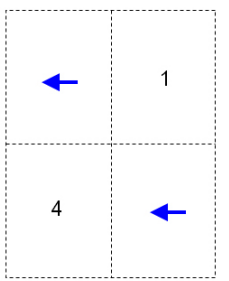
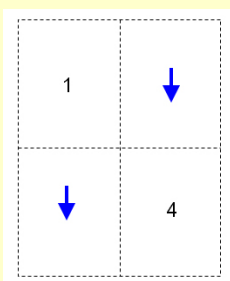
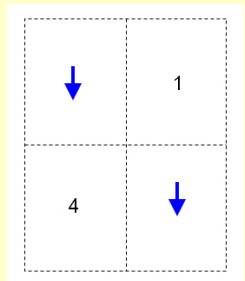
The Layout Tab

The Layout tab contains settings for N-up, and Output Paper Size.



N-up

N-up:	Choose number of pages to be printed on a single sheet of paper. Choice: Off, 2up(2-in-1), 4-up(4-in-1), 9-up(9-in-1), 16-up(16-in-1)
Border:	Choose if you wish to add border around each page when printing more than one page on a single sheet of paper. Choice: None, Border Line, Dashed Line

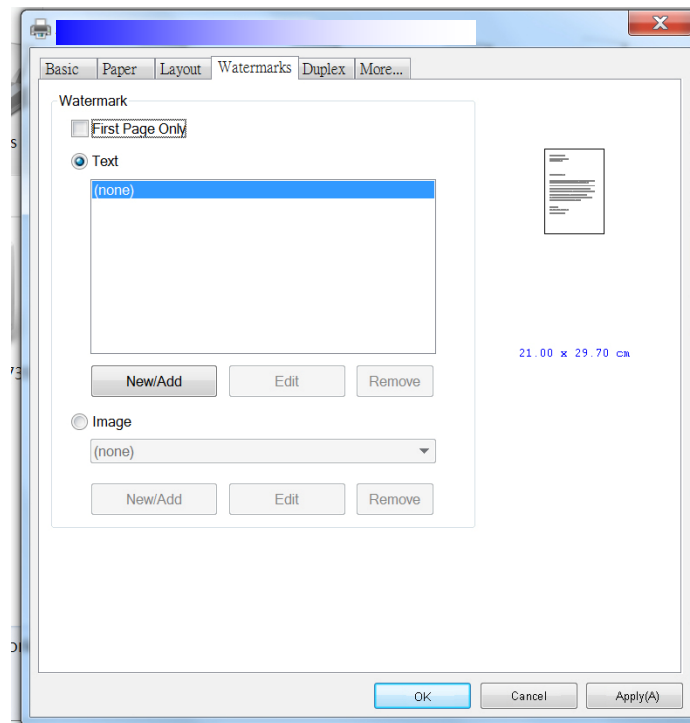
N-up Style:	Choose the style you want when printing multi-page document on a single sheet. Choice: Right, then Down/Down, then Right/Left, then Down/Down, then Left <table border="1"> <tr> <td data-bbox="501 394 858 741"> Right, then Down  </td><td data-bbox="858 394 1216 741"> Down, then Left  </td></tr> <tr> <td data-bbox="501 741 858 1122"> Down, then Right  </td><td data-bbox="858 741 1216 1122"> Left, then Down  </td></tr> </table>	Right, then Down 	Down, then Left 	Down, then Right 	Left, then Down 
Right, then Down 	Down, then Left 				
Down, then Right 	Left, then Down 				

Output Paper Size

User Define Scale	You can reduce or enlarge your printed image using the Slider Bar. Scaling rate: 25 % ~ 400 %
Fit to Paper	Output the full page of the selected original including the four margins.
Center	Print your image in the center of the output paper.

The Watermark Tab

The Watermark tab allows you to add some text or image (such as CONFIDENTIAL, IMPORTANT, DRAFT, etc) for your document.

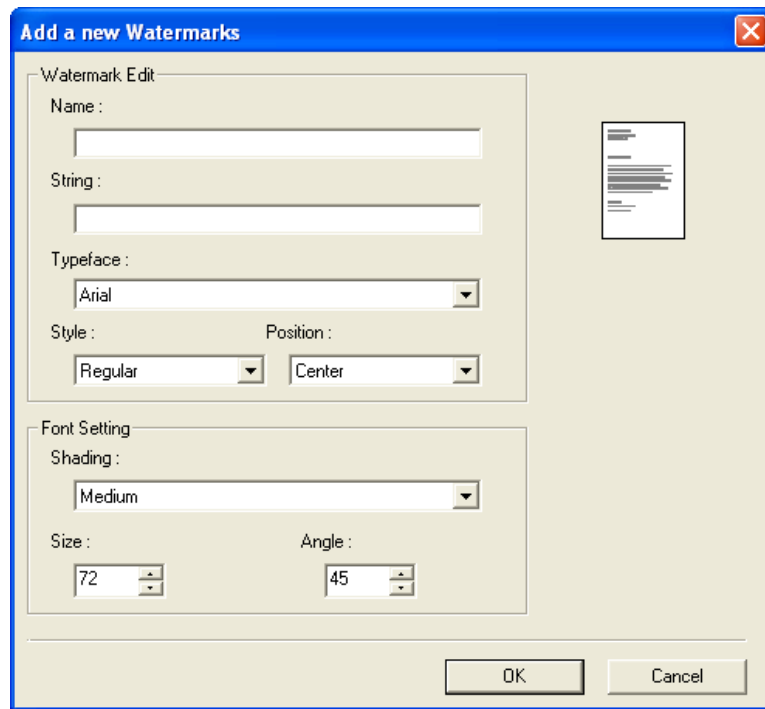


First Page only	Check to print watermark only on the first page. Clear the check box will print watermark on all pages.
Text	Choose and click New / Add to add new watermark text. Click the Edit button to change or the Remove button to delete. 
Image	Choose and click New/Add to add watermark image. Click the Edit button to change or the Remove button to delete. You can choose your image in file format such as BMP, TIFF, or JPEG.

Adding a new watermark text

To add a new watermark text,

1. Choose **Text** and then click the **Add / New** button. The following Watermark dialog box appears.



Name	Name your watermark text. This name will be shown in the Watermark text list.
String	Enter your watermark text, such as confidential, important, and so on.
Typeface	Choose your font type for your watermark text.
Style	Choose the style of your watermark text. Choice: Regular, Bold, Italic, Bold Italic.
Position	Choose the position of your watermark text. Choice: Center, Tile.

Angle	Specify the angle of the watermark text from 0° to 360°
Size	Specify the size of your watermark text from 1 to 288.
Shading	Specify a relative density for the watermark text. Choice: Lightest, Light, Medium, Dark, Darkest.

2. Click the **OK** button to save the settings. If the new watermark text is created successfully, the watermark name will be shown in the Text list.

Editing a current watermark text

To edit a current watermark text,

1. Choose the watermark name that you wish to edit from the Text list.
2. Click the **Edit** button. The Watermark Edit dialog box appears.
3. Change your settings for the selected watermark text and choose **OK** to complete.

Removing a current watermark text

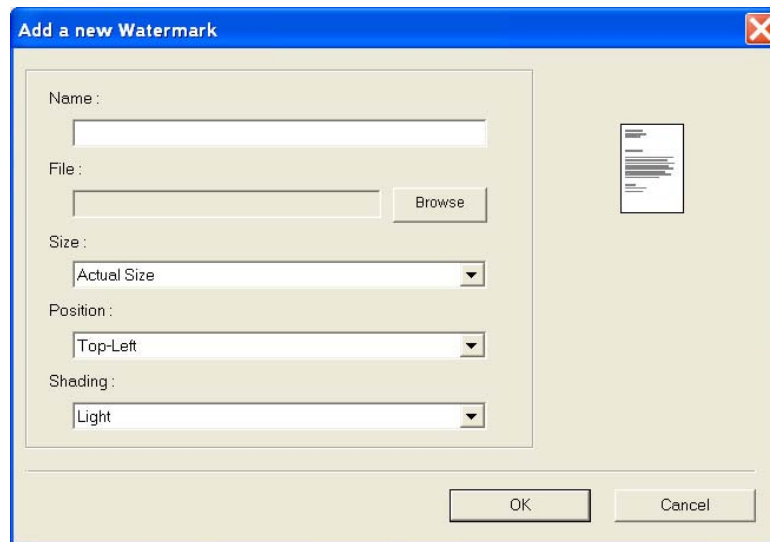
To remove a current watermark text,

1. Choose the watermark name that you wish to remove from the Text list.
2. Click the **Remove** button. The watermark text will be removed.

Adding a new watermark image

To add a new watermark image,

1. Choose **Image** and then click the **Add / New** button. The following Watermark dialog box appears.



Name	Name your watermark image. This name will be shown in the Watermark image list.
File	Click the Browse button to locate your watermark image.
Size	Specify the size of your watermark image. Choice: Actual Size, Fit to Page, Tile.
Position	Choose the position of your watermark image. Choice: Top-Left, Top-Center, Top-Right, Center, Center-Left, Center-Right, Bottom-Center, Bottom-Right, Bottom-Left.
Shading	Specify a relative density for the watermark text. Choice: Lightest, Light, Medium, Dark, Darkest.

2. Click the **OK** button to save the settings. If the new watermark image is created successfully, the watermark name will be shown in the Image list.

Editing a current watermark image

To edit a current watermark image,

1. Choose the watermark name that you wish to edit from the Image list.
2. Click the **Edit** button. The Watermark Edit dialog box appears.
3. Change your settings for the selected watermark image and choose **OK** to complete.

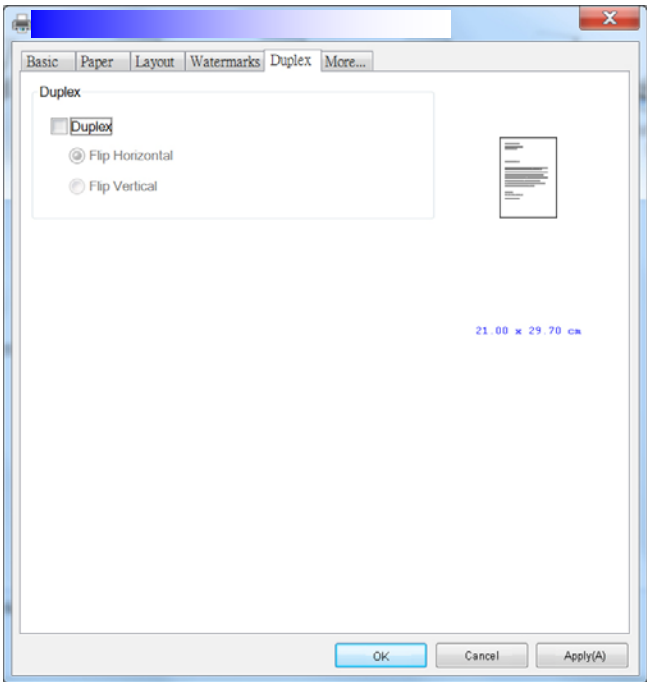
Removing a current watermark Image

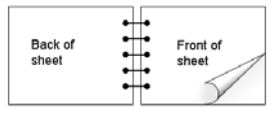
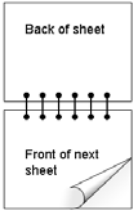
To remove a current watermark image,

1. Choose the watermark name that you wish to remove from the Image list.
2. Click the **Remove** button. The watermark image will be removed.

The Duplex Tab

The Duplex tab allows you to print your document on two sides of the paper.



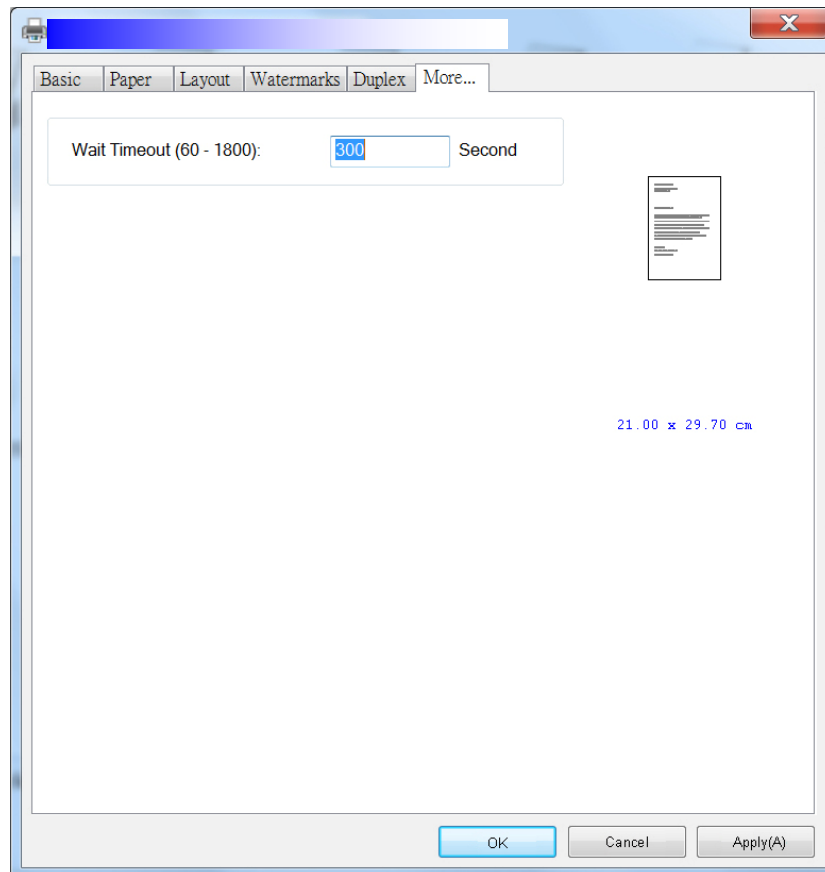
Flip Horizontal	Check to flip the duplex document on the left edge.  A diagram showing two sheets of paper. The left sheet is labeled 'Back of sheet' and the right sheet is labeled 'Front of sheet'. They are connected by a vertical line with several dots, representing a fold or binding. The right sheet is slightly offset to show its front side.
Flip Vertical	Check to flip the duplex document on the bottom edge.  A diagram showing two sheets of paper. The top sheet is labeled 'Back of sheet' and the bottom sheet is labeled 'Front of next sheet'. They are connected by a horizontal line with several dots, representing a fold or binding. The bottom sheet is slightly offset to show its front side.

Note: The duplex feature supports only paper size of A4, B5, or letter in the paperweight of 60 ~ 105 g/m².

The More Tab

On the **More** tab, a **Wait Timeout** option is provided to set the amount of time the MFP waits for data to come from computer during a job. If the data stream pauses for longer than the specified number of seconds, the job is cancelled.

Permitted timeout values: 60~1800 seconds, default timeout values: 300 seconds

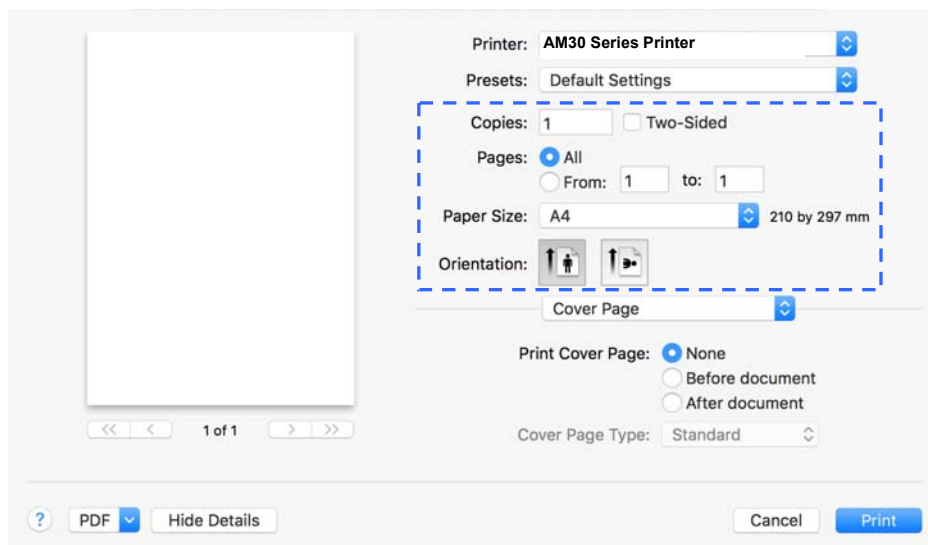


Accessing the Features of the Printer Driver (Mac OS)

The Avison AM30 Series Printer provides the following printer features. You can change the following printer settings when you print from your computer.

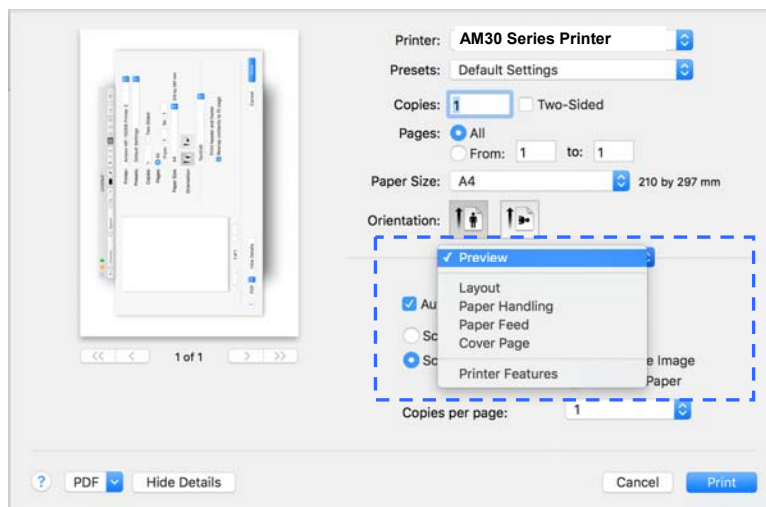
Choosing Page Setup Options

Open your document and then click **File**, then **Page**. Make sure XXXX Printer (where XXXX is your model name) is chosen in the **Printer** pop-up menu. You can change the settings for **Copies**, **Two-Sided**, **Paper Size**, and **Orientation**.



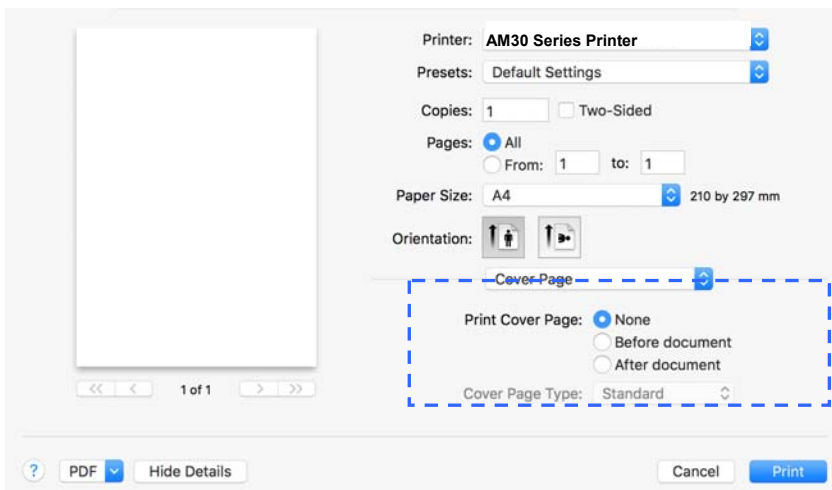
Choosing Printing Options

For more page setup options, click the disclosure arrow () on the printer options.



Cover Page

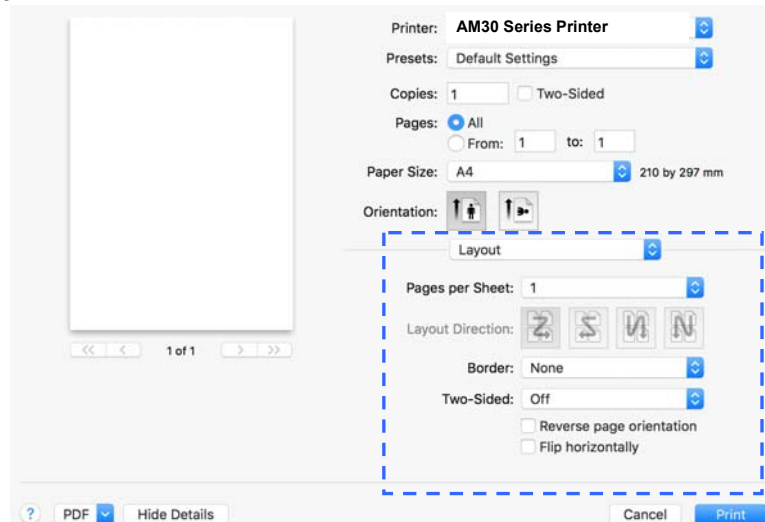
You can make the following cover page settings:

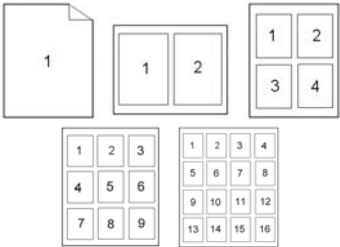
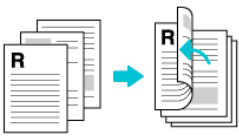
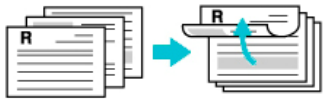


- **Print Cover page:** If you want to add a cover page to your document, use this function.

Choice: None, Before Document, After document

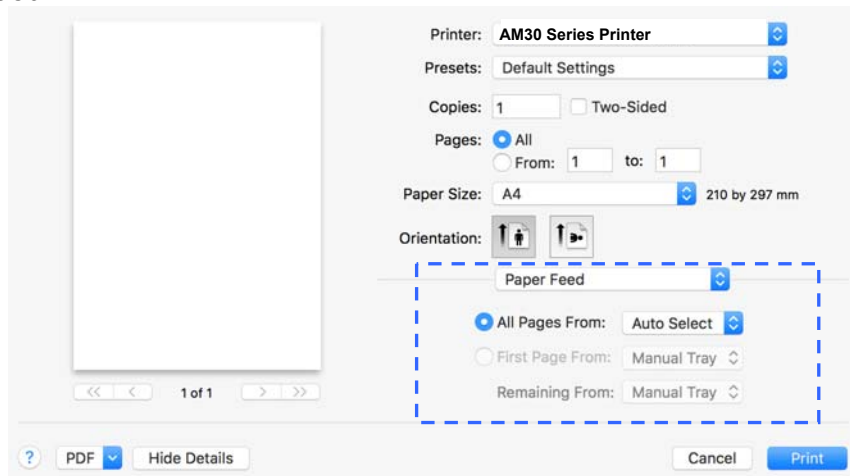
Layout



● Pages per Sheet:	Choose number of pages to be printed on a single sheet of paper. Choice: 1, 2, 4, 6, 9, 16 
● Layout Direction:	When you specify the pages per sheet, you can also specify the direction of the layout.
● Border:	If you want to add a border, use this function. Choice: None, Single hairline, Single Thin Line, Double Hairline, Double Thin Line 
● Two-Sided:	Choice: Off, Long-Edge binding, Short-Edge binding When using Two-Sided printing, you can select whether to bind copies on the long-edge or short-edge. Long-Edge binding will print the pages so that you flip them like you would do on a book. Short-Edge binding prints them so that your flip them like you would do on a calendar.  Long-Edge binding (Portrait)  Long-Edge binding (Landscape)

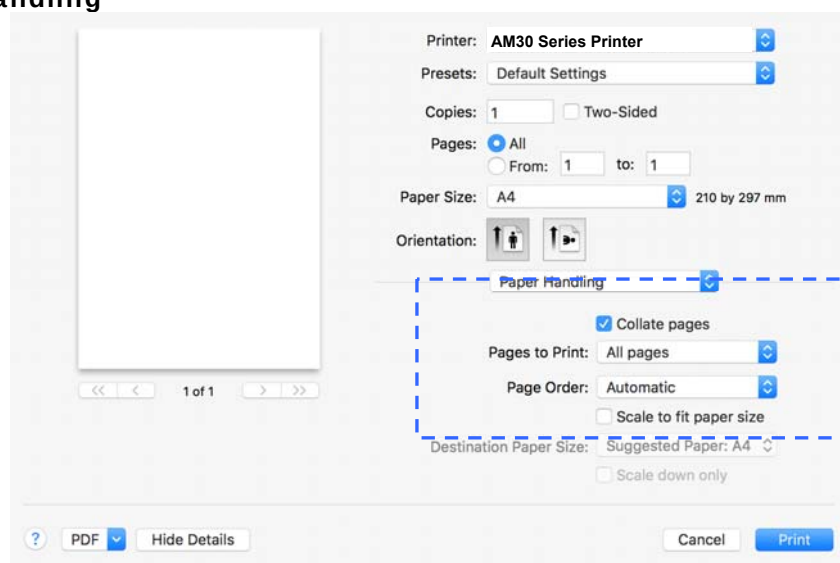
	 Short-Edge binding (Portrait)  Short-Edge binding (Landscape) Note: The duplex feature supports only page sizes of A4, B5, and letter with paper weight between 60g/m² and 105g/m².
● Reverse Page Orientation:	Check Reverse Page Orientation to reverse the data from up to down.
● Flip Horizontally:	Check to print the pages so that you flip them like you would do on a book .

Paper Feed



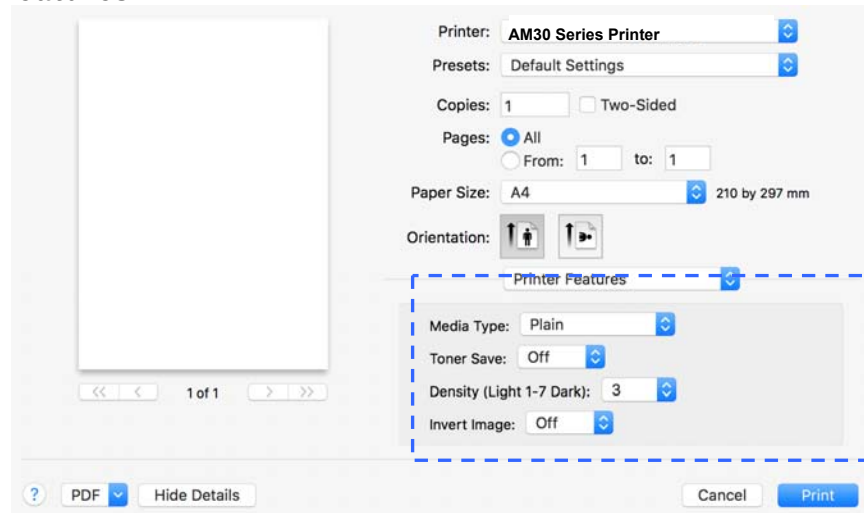
● All pages From:	Choose the tray from which your paper should be fed. Choice: Auto, Manual Tray, Main Tray Auto means automatically select the paper tray which matches the paper size of your document.
--	---

Paper Handling



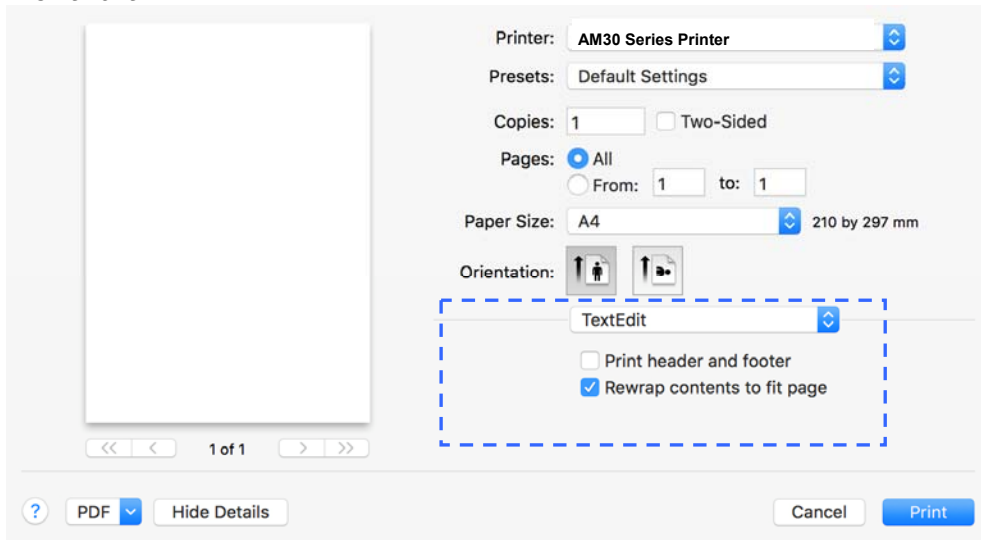
● Collate pages:	Your printer can sort multiple copy jobs. For example, if you print two copies of a three-page document and you choose not to collate them, the pages print in this order: 1, 1, 2, 2, 3, 3. If you choose to collate, the pages print in this order: 1, 2, 3, 1, 2, 3.
● Pages to Print:	Select how many pages you wish to print.
● Page Order:	Choice: Automatic, Normal, Reverse
● Scale to fit paper size:	Output the full page of the selected original including the four margins.

Printer Features



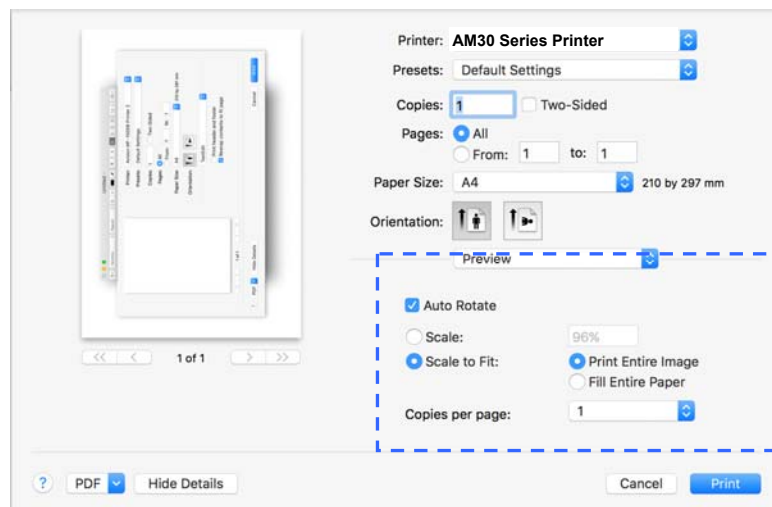
● Media Type:	Choose the type of media to be used for printing. Choice: Plain Paper, Thin Paper, Thick Paper, Laser Paper, *CardStock, *Bond, *Envelope *: Only available in the manual tray for one-side printing
● Toner Save:	Allows you to print your document using the toner saving mode.
● Density Level (Light 1~7 Dark)	Click to lighten or darken your document. Choice: 1~7. (Default: 3)
● Invert Images:	Invert makes each image pixel inverted to its complementary color. For example: the original black text on white background becomes white text on black background. Choice: *off / On

TextEdit



● Print Header and Footer:	If you wish to print header and footer, use this function.
● Rewarp contents to fit page:	Adjust contents to fit your page.

Preview



● Auto Rotate:	Check to automatically rotate your image to fit your paper.
● Scale:	Enlarge or reduce your image. Choice: Print Entire Image, Fill Entire Paper

7. Printing Documents from a Mobile Device

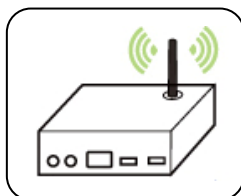
By connecting an external USB dongle (Wi-Fi module) to the product and installing the Mopria™ app on your Android mobile device, the product can be converted into a wireless device and your mobile device is able to print emails and documents by simply tapping Print from the menu,.

Making Preparation

To connect the product to a wireless LAN, prepare the followings:

- **An environment in which a wireless LAN is available**

When connecting the scanner to a wireless LAN, you may need information for a wireless access point such as an SSID (network name) and a security key (password). For details, contact your Network Administrator or refer to the manual for the wireless access point.

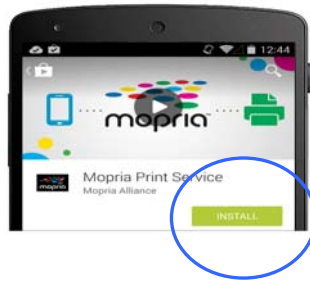


Attention!

Do not place obstacles that block radio waves (e.g. walls or metal plates) or devices that cause radio wave interference (e.g. cordless phones) within 100 mm of the product, or near your wireless access point.

- **Mopria Print Service**

The Mopria Print Service (app) can be downloaded from the Google Play Store to enable print functionality on any Android phone or tablet (Android version 4.4 or later). Once installed, simply connect your device to the same network as the printer and your mobile print can be completed.



Connecting a USB dongle

Insert the supplied USB dongle (Wi-Fi Module) to the USB flash port at the back of the product, and then turn on the product.

Connecting to a Wireless Network via the Network Setup Tool

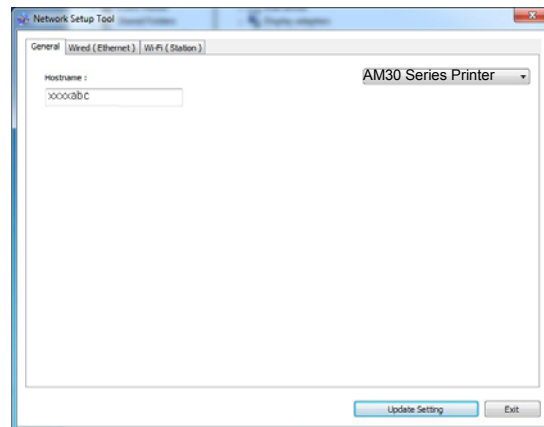
Before You Begin!

- Make sure the computer has been connected to the product via the USB cable.
- Make sure the power adapter has been connected and the product has been turned on.

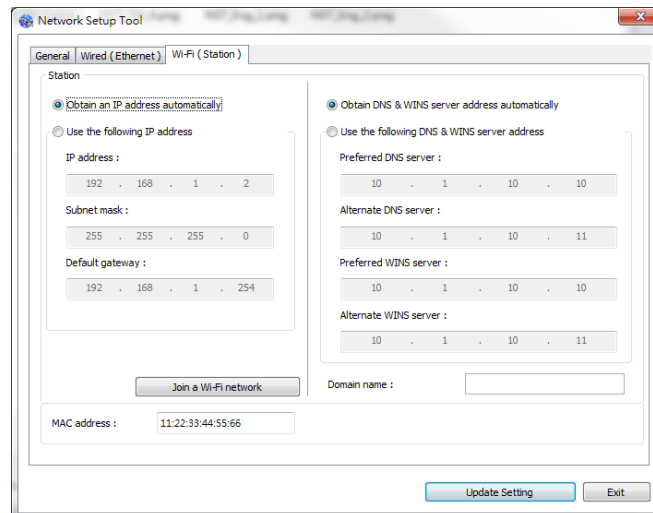
The **Network Setup Tool** is an application to configure the settings required for connecting the product via wireless LAN. The **Network Setup Tool** can be used to configure the following wireless or wired settings:

- Connecting the product to a wireless access point
- Connecting the product to a wired network
- Setting the IP address for the scanner

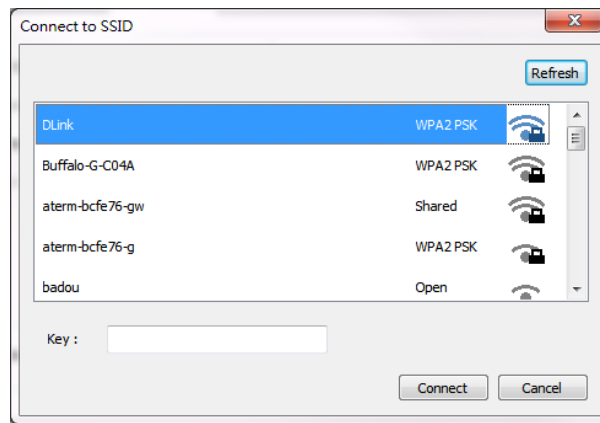
1. Launch the program by clicking the **Start>All Programs>Avision AM30 Series MFP>Network Setup Tool**. The main window appears.



2. On the [General] page, check [Wi-Fi (Station)].
3. Click the [Wi-Fi (Station)] tab to prompt the [Wi-Fi (Station)] page.



4. Check [DHCP] to obtain the IP address directly from the DHCP server or you may enter your static IP on the [IP Address], [Subnet Mask], and [Gateway] field respectively.
5. Click [Connect to SSID] and the currently connected wireless networks will be displayed. Select the wireless network you want to connect and then enter the security key if required.



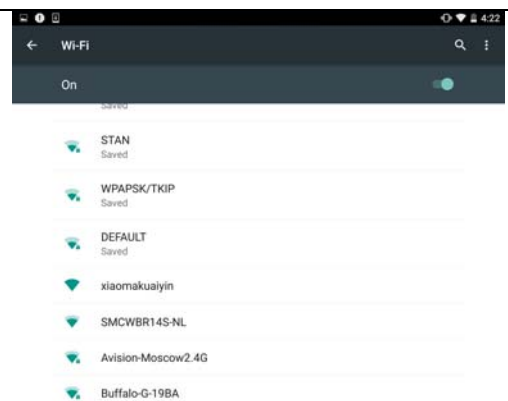
6. Click [**Connect**] to start connecting the SSID (wireless network name) and then update the IP information to the product.
7. If update is successfully, an [**Update Device Successfully**] message will be displayed and the Network Setup Tool will be automatically closed.

Printing Your File from a Android Mobile Device

Make sure that the Mopria Print Service (Print App) has been installed on your Android mobile device. The **Mopria Print App** can be purchased for free from an application store such as Google Play.

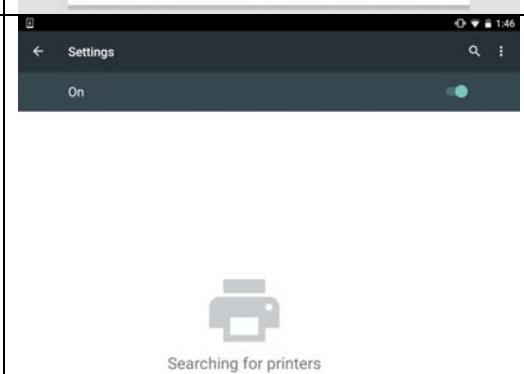
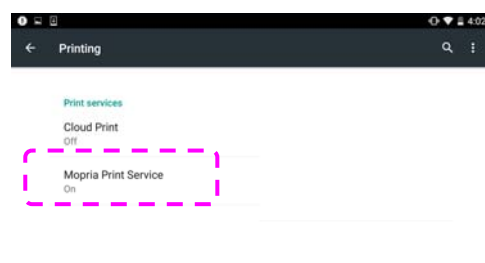
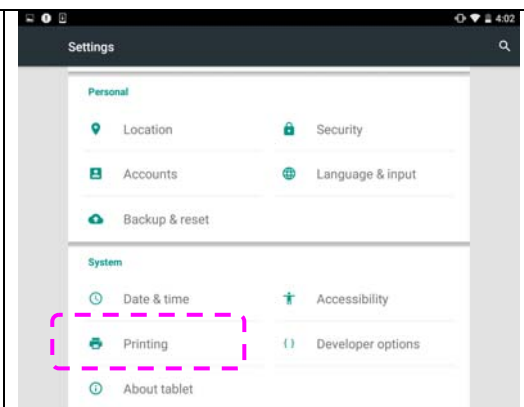
1. Select same wireless network as your printer.

On your mobile device, tap **Settings**>**Wi-Fi** and choose the same network name (SSID) of your printer.



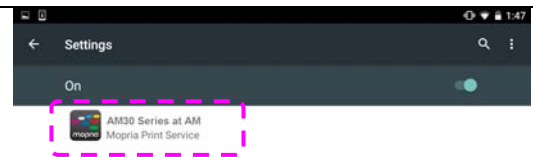
2. Turn Mopria Print Service on. The device will search available printers.

On your mobile device, tap **Settings**>**Printing**>**Mopria Print Service** to turn Mopria Print Service on. The Device will search for all available printers.



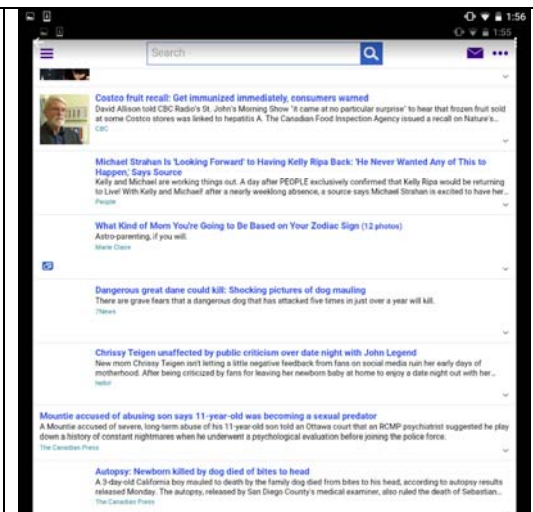
3. Select your printer.

Select **[AM30 Series at AM30]** from the printer list.

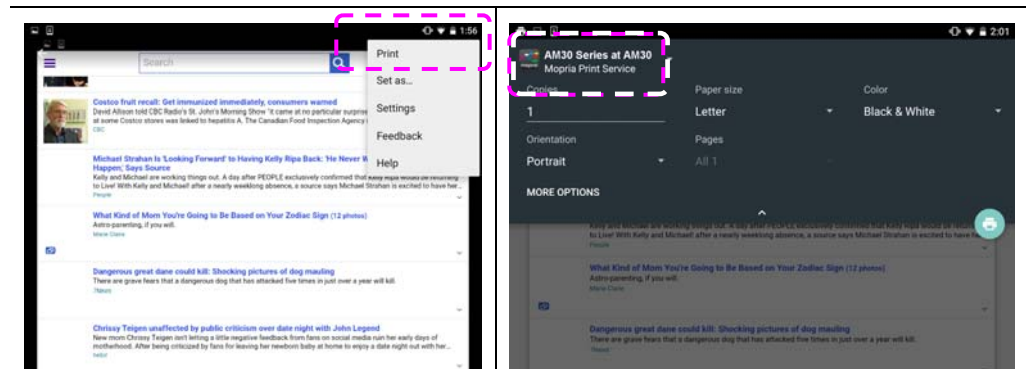


4. Open the file which you want to print.

Open the file you want to print.

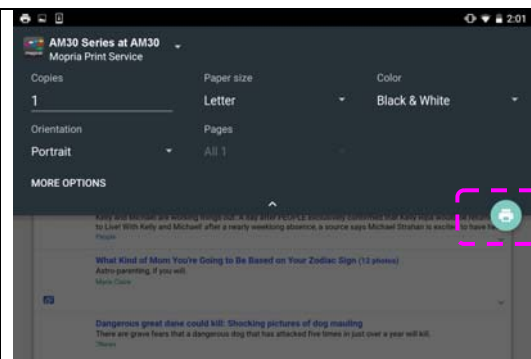


5. Choose **[Print]** from the menu and select your printer.



6. Choose print settings and print.

- If you do not need to change print options, tap **Print** to send the print job.
- If you need to change print options, continue to the next section.

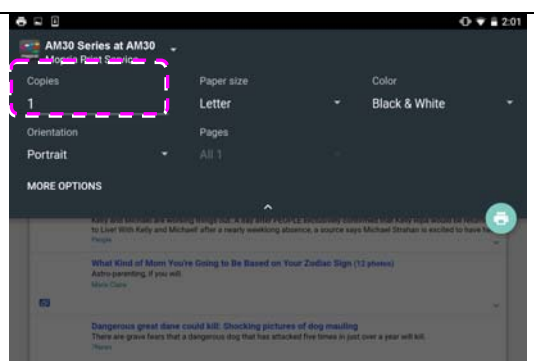


Change the Print Settings

Mopria Print Service allows you to print web pages, documents, emails, photos, and content from apps that support Android printing. Print settings may vary depending on the app and printer selected. The following print options may display:

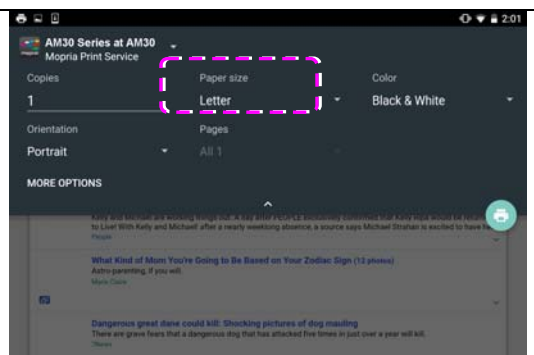
Number of Printed Copies

Tap [Copies] to enter your desired copy count if you want to print more than one copy.



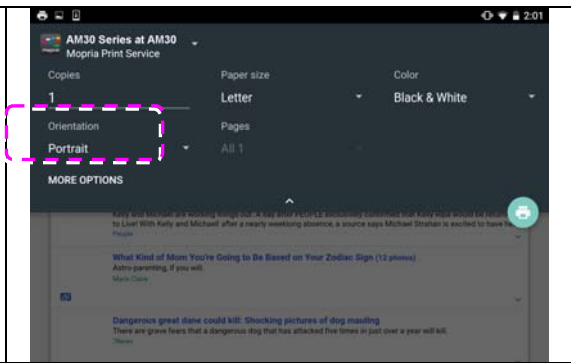
Changing the Paper Size

In the print settings menu, tap [Paper size], then select the **paper size** option from the menu: Letter, and A4 may be options offered depending upon the app or printer.



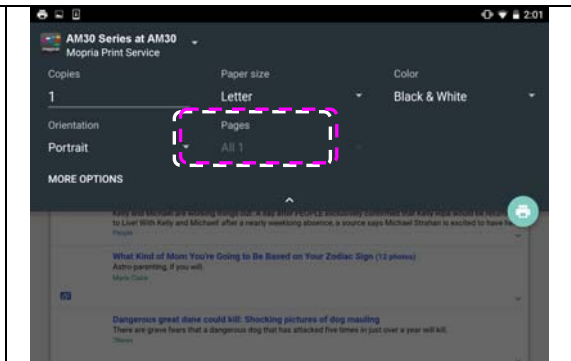
Changing the Orientation

In the print settings menu, tap **[Orientation]**, then select the option you prefer. Portrait or landscape may be options offered depending upon the app or printer.



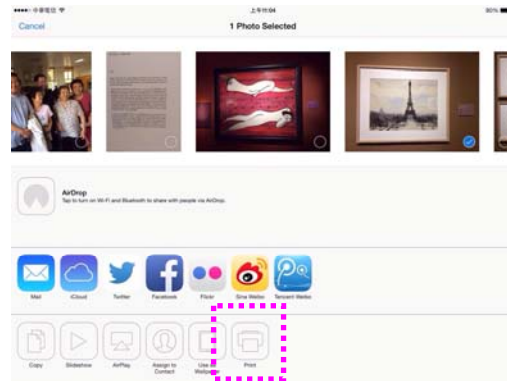
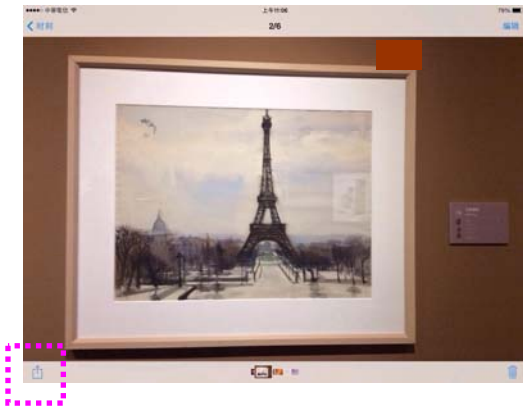
Defining the Page Range

In the print settings menu, to print multiple pages, tap **[Pages]**, and then select the page range that you want to print. **NOTE: Pages** will only display with certain applications and file types, such as PDFs.

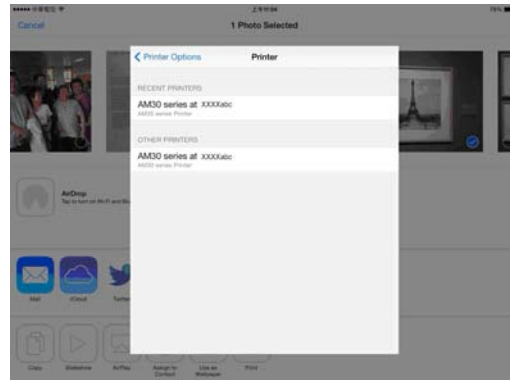
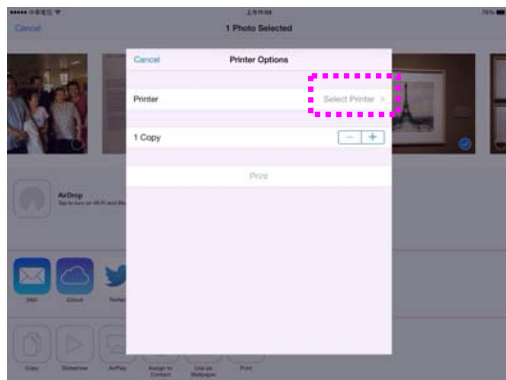


Printing Your File from a iOS Mobile Device

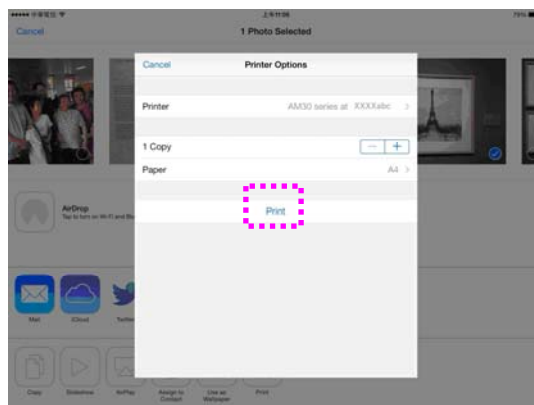
1. Turn on your mobile devices such as iPhone or iPad.
2. Tap 「**Settings**」 and then open Wi-Fi. Select the network same with your printer.
3. Open the picture or the document that you want to print. Tap the Share icon () and then the print icon ().



4. Tap [Select Printer] and choose your desired printer.



5. Tap [Print] to start printing.



8. Using the Product as a Scanner

After installing the scanner driver and connecting the USB cable to your computer, the product can be used as a fine scanner. You can use various scanning features to modify your scanned image.

System Requirements

CPU:	Intel® Core™ 2 Duo or higher
Memory:	32 bit: 1 GB 64 bit: 2 GB
Optical Drive:	DVD-ROM Drive
USB Port:	USB port 2.0 (compatible with USB 1.1)
Compatible Operating System:	Microsoft Windows XP(SP3), Windows Vista (32-bit/64-bit), Windows 7 (32-bit/64-bit), Windows 8.x (32-bit/64-bit), Windows 10 (32-bit/64-bit)

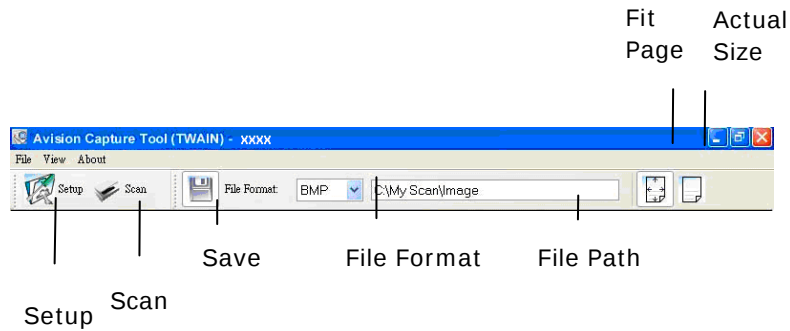
Starting a Scan From Capture Tool Application

Capture Tool is a useful test program. With this tool, you can perform simple scans and view the captured images. In addition, it helps you complete your scan at a rated speed.

The following procedure describes how to verify your scanner installation. If the installation is not correct, please review the preceding section to check if the cable connection and scanner driver have been successfully installed.

Before you begin, be sure the scanner is on.

1. Select Start>Programs>Avision xxx Scanner>Avision Capture Tool. The Select Scanner Model dialog box will be displayed.
2. Select your driver type and scanner model and click OK. The following Avision Capture Tool dialog box will be displayed.



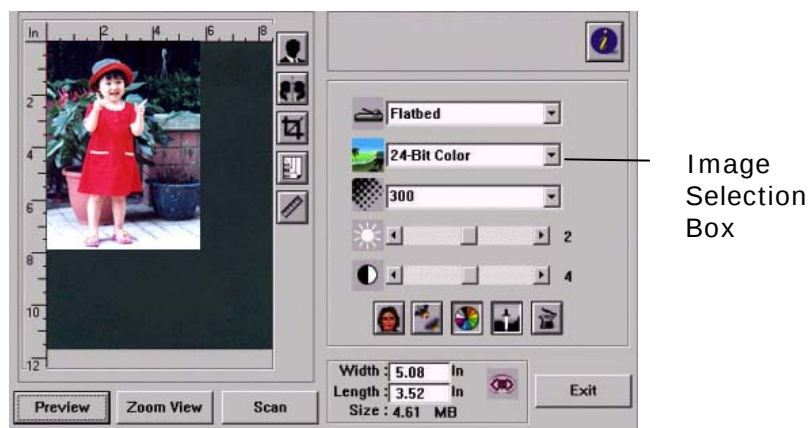
3. Choose your desired file format from the File Format drop down list box. (Default is JPEG, other choice includes TIFF, MTIFF, PDF, MPDF, GIF, and BMP.) The supported file formats vary depending on your scanner model.
4. Type your desired folder name and file name in the File Path box. (Default is C:\Documents and Settings\User Name\My Documents\My Scan\Image.)



NOTE:

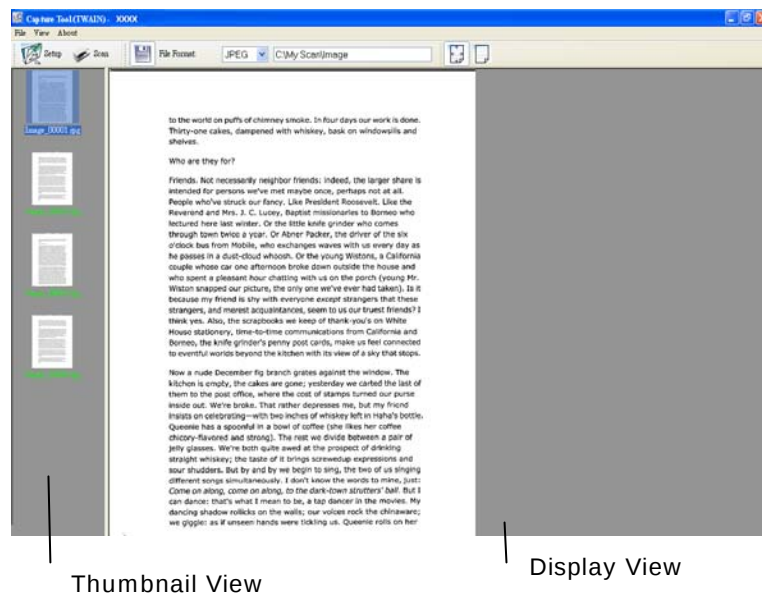
If you do not wish to save the scanned image, deselect the Save button since default is Save Enable. In this case, the thumbnail view will be disabled. And therefore, after viewing all the scanned images, only the last one will remain on the screen.

5. Click the Setup button () or choose Setup from the File menu to prompt the Scanner Properties dialog box.



6. From the Image Selection Box, choose your desired image type for your scanned image. (Default is Front B&W) If you have a duplex scanner, choose Front and Rear to scan both sides of your document.
7. Click OK to quit the Scanner Properties dialog box. (To learn more details about the Scanner Properties dialog box, please see the subsequent chapter, *Using the Scanner Properties Dialog Box.*)
8. Place your document face down on the document glass or face up in the auto document feeder.

9. In the Scan Validation dialog box, click the Scan button () or choose Scan from the File menu.
10. The document will be scanned and displayed in the Scan Validation screen. After the scanned images have been displayed, your scanner installation verification is completed.



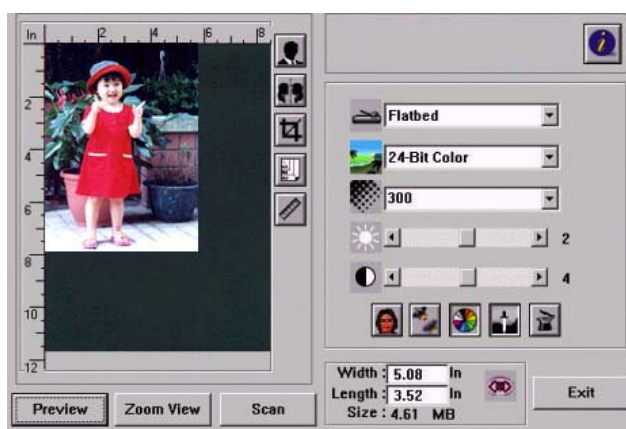
11. You can view the scanned image in Fit Page () or Actual Size (100%) button () from the Viewing toolbars at the right side.
12. Click the Close box or Quit from the File menu to exit the Scan Validation Tool.

Starting a Scan From Other Image Editing Application

1. Start your image editing application.
2. Pull down the **File** menu and choose **Select Source**.
If the **Select Source** command is not available on the **File** menu, see your application's user's guide to determine how the TWAIN link is used. A dialog box with a list of scanning sources appears.
3. Select the model name of your product.
You need to select the source only once, unless you want to choose another scanner.
4. Place the document **FACE DOWN** on the flatbed glass.

5. Pull down the File menu and choose **Acquire**.

A dialog box containing scanning features appears.



6. Select the scanning method you want to use on the Scan Method drop-down menu.



7. Select the mode you want to use for your scans on the **Image Type** drop-down menu.

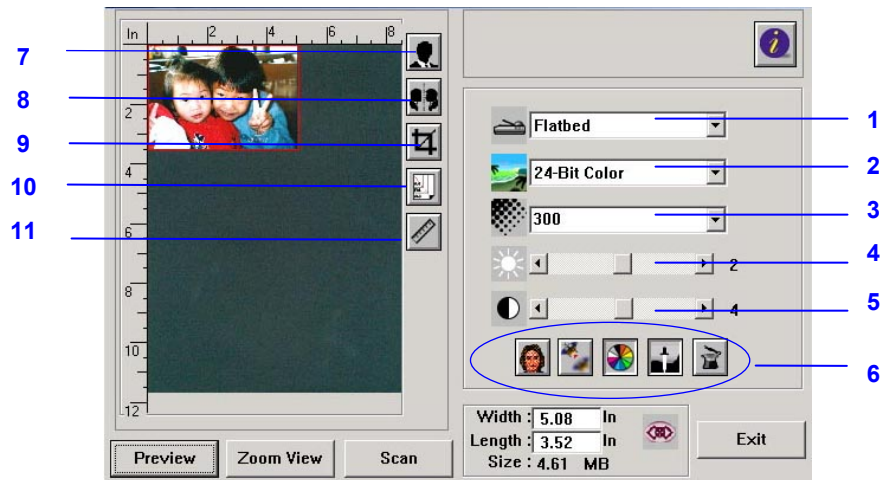


8. Select a scanning resolution on the **Resolution** drop-down menu.

9. Select the setting for the scanning features (e.g. Sharpen, Descreen, etc.) that you want to use.

10. Click on **Preview** or **Scan** to preview or scan you documents.

A Glance of the User Interface



1. Scan Method	Choice: Flatbed, Simplex/Multi-Page, Duplex/Multi-Page
2. Image Type	Choice: Black & White, 8-Bit Gray, 24-Bit Color
3. Resolution	Choice: 50, 72, 100, 144, 150, 200, 300, 600 (dpi).
4. Brightness:	Adjust the brightness level from –100 to +100.
5. Contrast	Adjust the contrast level from –100 to +100.
6. Further Tools	Descreen, Sharpen, Color Adjustment, Auto Level, Advanced Settings (From left to right).
7. Invert	Reverse the color of your scanned image.
8. Mirror Function	Flap your image.
9. Preview Auto Area	Resize your scanned area.
10. Paper Size	Select your paper size from Card 4"x2.5", Photo 5"x3.5", Photo 3.5"x5", Photo 4"x6", Photo 6"x4", A5, B5, A4, Letter, Legal, scanner maximum.
11. Measuring Unit	Choice: cm, inch, and pixel.

Using Basic Features

Choosing Scan Method

Choice:

Flatbed: Select this setting if you need to scan a single page from the flatbed.

***Simplex / Multi-Page, Duplex / Multi-Page**—use this setting if you are using the automatic document feeder (ADF) to scan documents at a time.

Selecting Proper Image Type

- | | |
|--------------------------|---|
| Black & White | Choose B&W if your original contains only B&W text, pencil or ink sketch. |
| 8-bit Gray | 8-bit Gray images contain actual shades of gray. |
| 24-bit Color | Choose 24-bit Color if you wish to scan a color image. |



Black & White



Gray



24- bit Color

Determining Proper Resolution

A proper resolution reproduces a clear image with good details. The resolution is measured by dots per inch (dpi).

Adjusting Brightness And Contrast

1. Brightness

Adjusts the lightness or darkness of an image. The higher the value, the brighter the image.

2. Contrast

Adjusts the range between the darkest and the lightest shades in the image. The higher the contrast, the bigger the different grayscale.

Enlarging Previewed Image

Enlarge your previewed image to the max. of the preview window.

Note this function only enlarging your preview image. This does not enlarge your real image.

Inverting And Selecting Your Image

The invert command reverses the brightness and the color in the image. For color images, each pixel will be changed into its complementary color at the command of Invert.

Mirror Function

Reverse the right and left side of your image.

Auto Select Image

Automatically set the whole image as your scan area. (Or you may resize the area by dragging the cursor diagonally.)

Enhancing Your Image

1. Descreen

Eliminates the ***moire patterns**** commonly found in printed matter.

2. Sharpen

Sharpen the scanned image.



Before Descreen



After Descreen



Before Sharpen



After Sharpen

***Moire pattern:** An undesirable pattern in a color printing resulting from incorrect screen angle of overprinting halftone.

Color Adjustment

Adjusts the color quality of the image so that it comes close to the original. This function uses default parameters to adjust the image.



Normal



After Color Matching

Auto Level

Automatically adjusts the highlight and shadow areas of the scanned image to optimize your image.



Normal



After Auto Level

Using Advanced Features

The Switch button

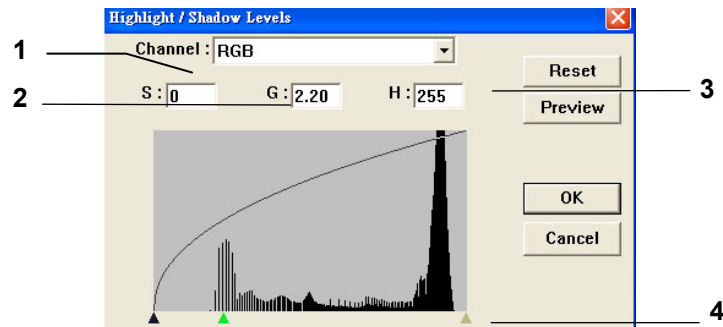
1. Click the button to pop up the advanced settings bar at the right side. The advanced settings include Highlight/Shadow, Hue/Saturation/Lightness, Curve, Color Balance, Color Drop-out.
2. The Advanced Settings bar



Adjusting Highlight / Shadow Levels



Highlight refers the lightest point in a scanned image while shadow refers the darkest point. Using Highlight and Shadow tool together allows you to extend the range of color and reveal more details in a gray or color image.



1. **Shadow:** The darkest point of an image.
2. **Gamma:** The midtones of the image.
3. **Highlight:** The lightest point of an image.
4. **Pointer:** Move the pointer to change the value.

When the value of gamma changes, the image changes accordingly.

Gamma Value: 1.0



Gamma Value: 1.4



Gamma Value: 2.0



When the value of highlight and shadow change, the image changes accordingly.

Highlight: 255/Shadow: 0(Normal)



Highlight: 210/Shadow:10



Highlight: 200/Shadow:0



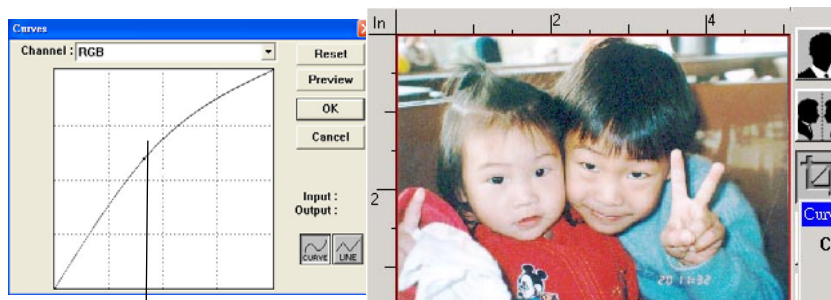
Highlight: 255/Shadow: 50



Adjusting the Brightness Curve



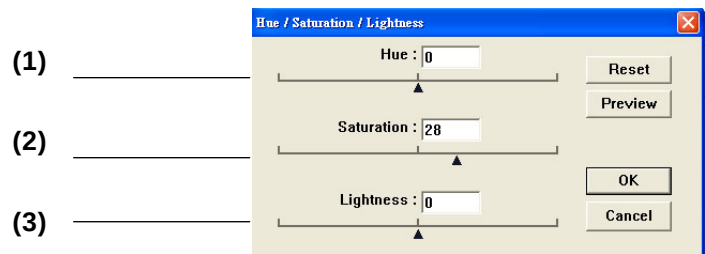
Adjusts the midtones of the image without dramatically altering the lightest and the darkest areas.



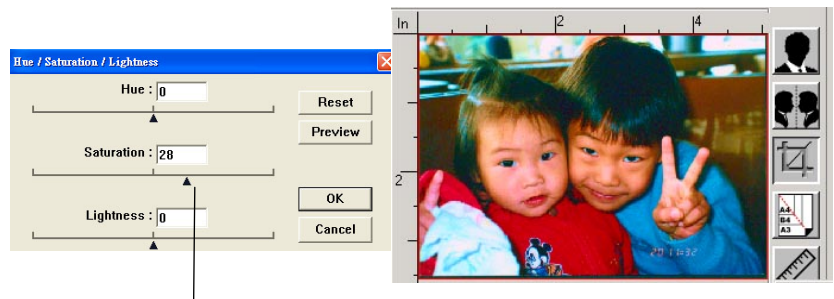
When the curve is moved up or down, the image turns brighter or darker.

Changing Color Hue / Saturation / Lightness

 Improve your image by changing the level of hue/saturation/lightness.



(1). Hue	Adjust the hue by moving the triangle to the right or left. (Note the level of intensity for the color will be changed simultaneously when the hue adjustment is made).
(2). Saturation	Move the triangle to the right to increase the saturation level or to the left to decrease the level. The level of saturation decides if the color is pale or rich.
(3). Lightness	Increase the lightness by moving the triangle to the right or to the left to decrease the lightness.

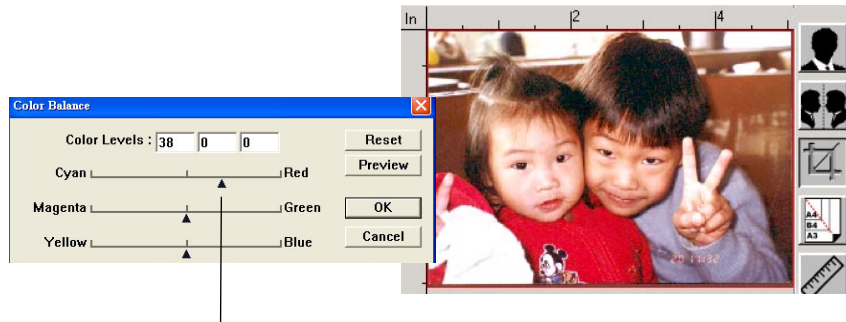


Move the Saturation pointer to the right, the color turns rich.

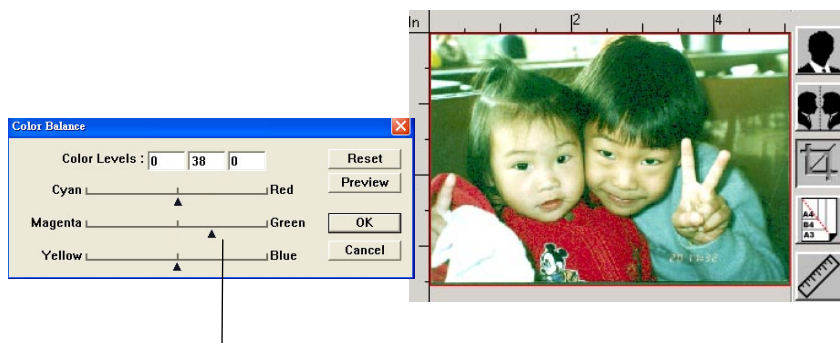
Using Color Balance



The Color Balance allows you to obtain an optimal image quality.



Move the pointer toward Red, the image turns into a reddish hue.



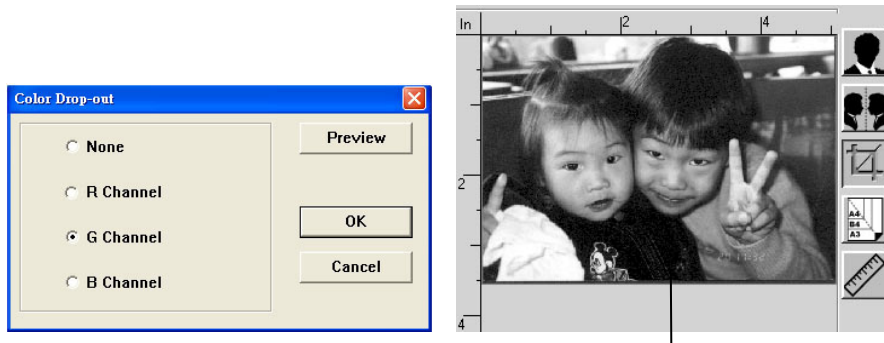
Move the pointer toward Green, the image turns into a greenish hue.

Color Drop-out

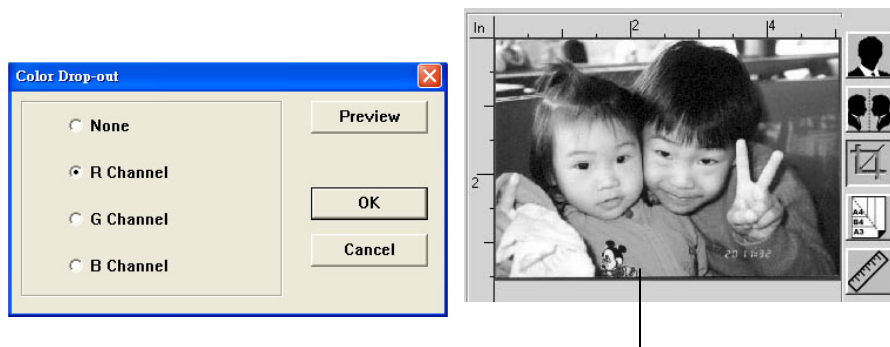


Click the button and a dialog box in below will be displayed. This dialog allows you to remove one of the R (Red), G (Green), or B (Blue) color channel. This function is particularly useful when you need to convert text using OCR software.

Note that this function supports only black & white and gray image. Therefore, be sure to choose any black & white or gray image type while applying this function.



The effect on image after removing the G channel



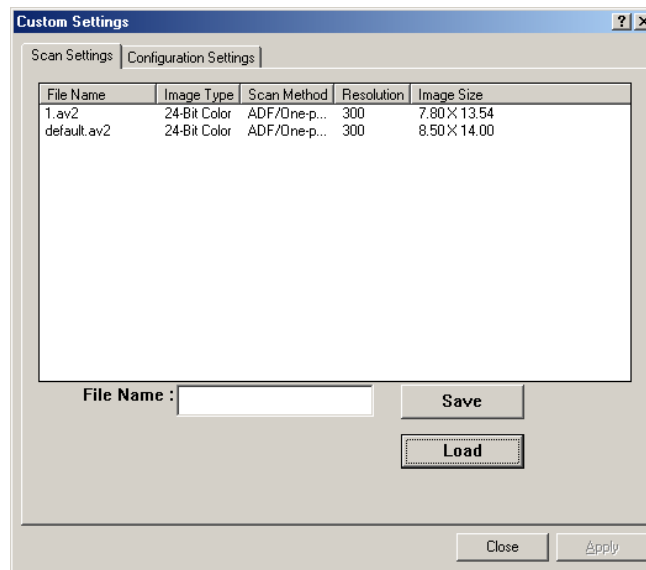
The effect on image after removing the R channel.

Custom Settings

Click the **Custom Settings** button to access a dialog box where you can save your scan settings and configuration settings. There are two tabs: Scan Settings and Configuration Settings.

Scan Settings

The **Scan Settings** tab allows you to save your scanning feature settings in a file, load an existing file, or delete an existing file.



Saving a scan settings file

Type a name for your settings in the **File Name** text box and click the **Save** button. Your settings will be saved and the file name will appear in the list box.

Using a scan settings file

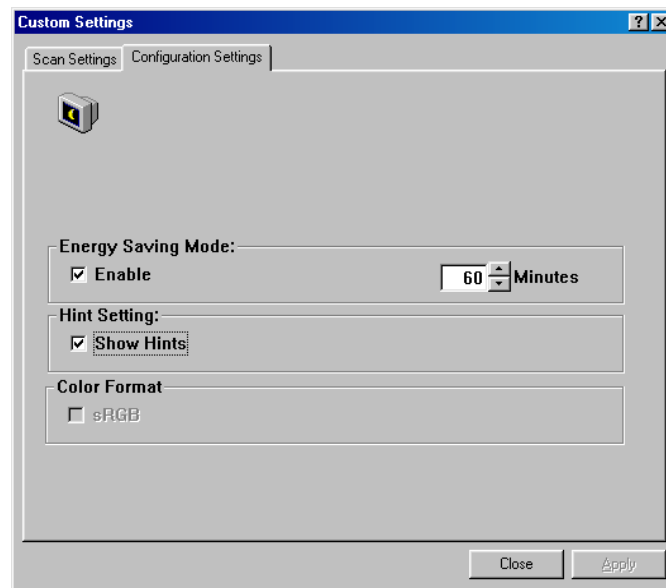
You can use an existing settings file. Right-click the file name for the settings you want to use and click the **Load** button. The settings in the file will automatically be specified in the scanning features dialog box.

Deleting a scan settings file

Right-clicks a file name and press the **Delete** button the computer keyboard to delete the file. Note you cannot delete the default scan settings file default.av2.

Configuration Settings

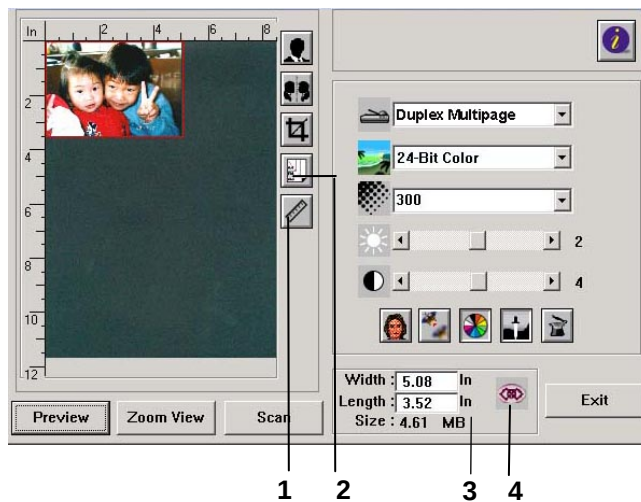
The **Configuration Settings** tab allows you to customize configuration settings.



Energy Saving Mode—checks the **Enable** box to enable energy savings. You can specify a time delay in the **Minutes** box. Click the **Apply** button to save the changes. The default setting is 15 minutes.

Hint Setting—check the **Show Hints** box if you wish to show a pop-up menu when your cursor is placed on an item.

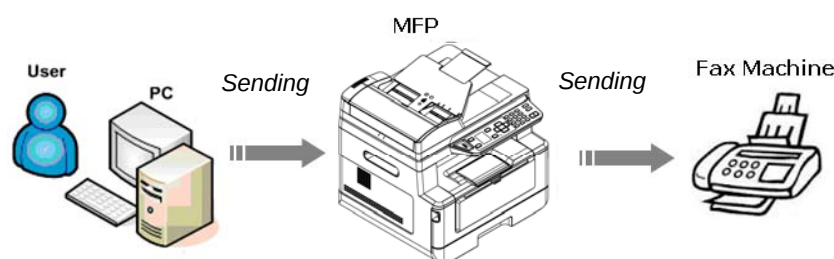
Using Other Tools



- 1. Measuring Unit** A reminder of the measuring system in use. By clicking the button, you can change the measuring unit.
Choice: Inch, cm, Pixel.
- 2. Paper Size** Provide frequently used scan sizes.
Choice: Card 4x2.5 in., Photo 5x3 in., Photo 6x4 in., B5, A5, A4, Letter, and Scanner Maximum.
- 3. Image Size** Display image size for the scanned area.
- 4. Lock Image** Fix your output width and height.

9. Using PC-Fax

With the PC-Fax feature, when your computer is connected to the product which includes an optional fax modem and a telephone line and has been setup according to the preceding section **Installing a telephone line**, you are able to send files to other fax machines through your computer. Simply open your file, select 「Avision AM30XX Fax」 as your printer, and enter the recipient's fax number through the AM30XX fax properties dialog box. The fax job is done! Yet before using the PC-Fax function, make sure that you have successfully installed the product's printer driver on your computer.



Sending Faxes through Your Computer

1. Open your file.
2. Choose **Print** from the **File** menu.
3. Select **AM30XX** to be your printer.
4. Press **Print**.
5. Enter your fax number when a fax number dialog is prompted and press OK to start sending.

Speed Dial

Input Fax Number

OK

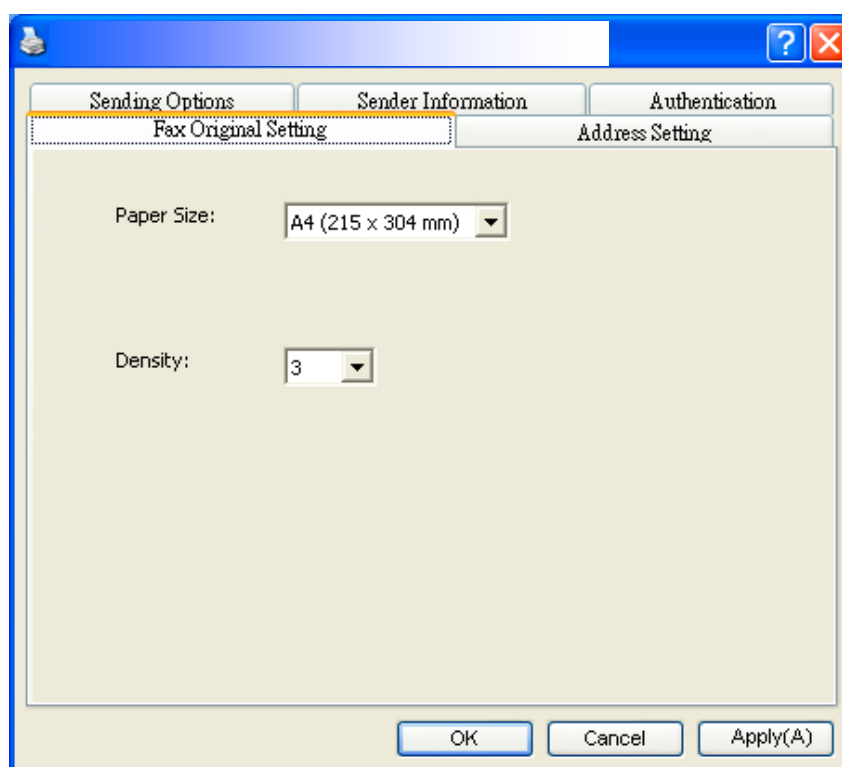
Accessing the PC-Fax Properties

This PC-Fax Properties dialog box consists of several tabbed window which allows you to customize your fax settings and create your phone book.

The General Setting Tab

The General Setting tab allows you to choose your output paper size, your desired fax resolution, and your desired density level.

Item	Description
Paper Size	Choose your output paper size. Choice: * A4, B4, and A3.
Density	Darken or lighten your original if necessary. Choice: 1, 2, 3, *4, 5, 6, 7 1 indicates the weakest level while 7 represents the strongest level.
* Default setting	



The Address Setting Tab

The Address Setting tab allows you to enter your fax number or select your desired fax numbers from current address book of your Windows system.

Fax number: Enter your recipient's fax number. You may click the **Option Settings** button to enter more information including company, department, and name of your recipient. The information will be shown in the Destination List.

Add to Destination List: Click to add to your fax destination list. Up to 100 fax numbers can be entered and broadcasted.



Note:

The Destination List can not be saved and used as your phone book. The fax numbers are only temporarily saved for one fax transmission.

The screenshot shows a software window titled "Address Setting" with the following components:

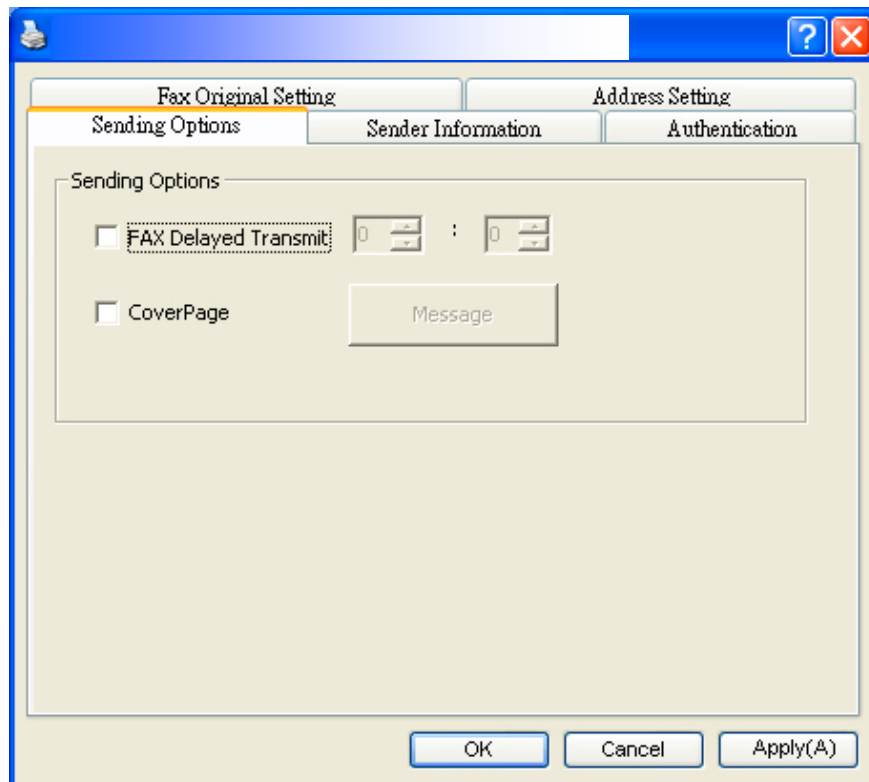
- Tabs:** "Sending Options", "Sender Information", and "Authentication". The "Address Setting" sub-tab is selected.
- Input Fields:** "FAX Number" (with an "Option Settings..." button next to it) and "Pause(,)" (with an "Add to Destination List" button next to it).
- Buttons:** "Edit Address Book" and "Select from Address Book..."
- Table:** A table with columns "Fax Number", "Company", "Department", and "Recipient". It is currently empty.
- Status:** "0 Items / Remaining 100 Item" (indicating a limit of 100 items).
- Actions:** "Delete" and "Delete All" buttons.
- Window Controls:** "OK", "Cancel", and "Apply(A)" buttons at the bottom.

The Sending Options Tab

The Sending Options tab allows you to set more options such as delay fax, or fax message.

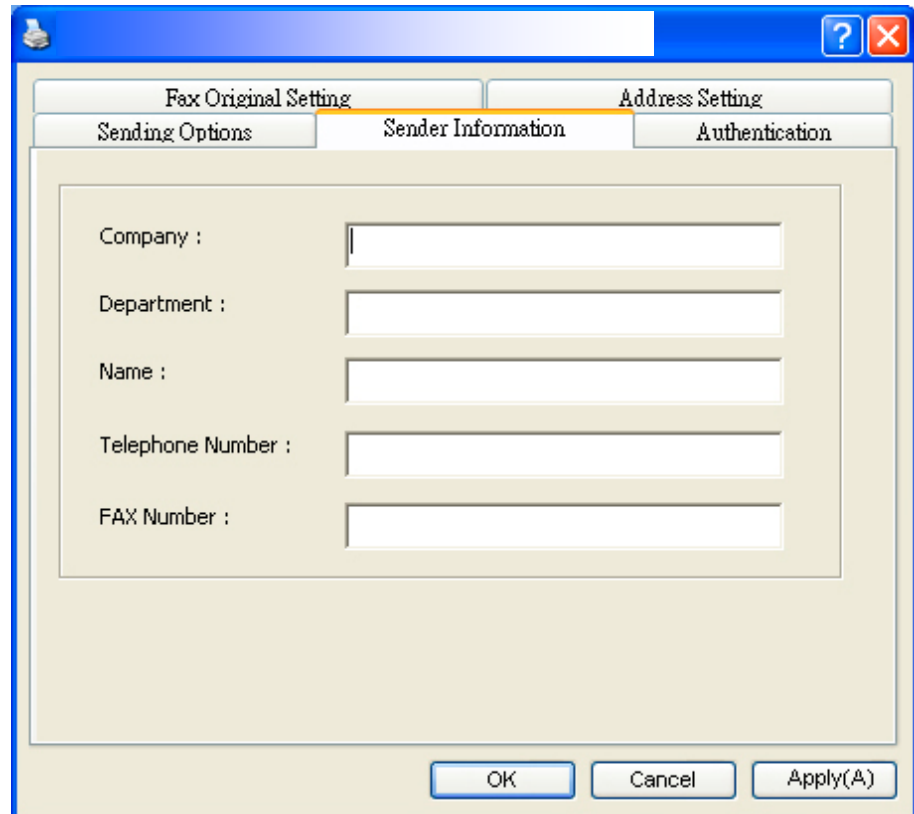
FAX Delay Transmit: Enter your desired time in 24-hour format to send the delayed fax.

Cover Page: Choose **Cover Page** and then click the Message box. A Message dialog box appears to let you enter your message. The cover page which includes the sender information and your message will be sent and printed as a separate sheet.



The Sender Information Tab

The Sender Information tab allows you to enter the sender's information which will be included as cover page. The sender's information includes company name, department name, recipient's name, telephone number and fax number.

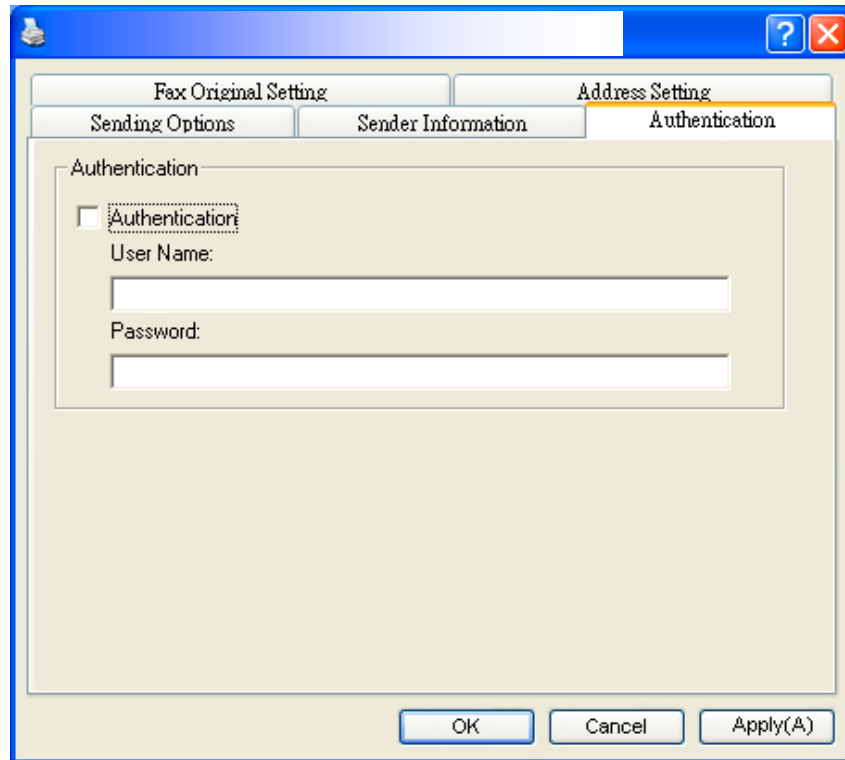


The image shows a screenshot of a software window titled 'Fax Original Setting' with a blue border. The window has three tabs: 'Fax Original Setting', 'Address Setting', and 'Authentication'. The 'Sender Information' tab is currently selected and highlighted. Inside this tab, there are five text input fields with labels to their left: 'Company :', 'Department :', 'Name :', 'Telephone Number :', and 'FAX Number :'. Each field is empty. At the bottom of the window, there are three buttons: 'OK', 'Cancel', and 'Apply(A)'. The window also has a standard Windows-style title bar with a question mark icon and a close button (X) in the top right corner.

The Authentication Tab

The product allows the administrator to setup the privilege to use the fax function through the embedded web page. If so, an authentication is required in the product's fax properties dialog box to prevent unauthorized access of the fax function.

Click the 「**Authentication**」 tab, and then enter the account name and password the administrator has set through the embedded web page.



The screenshot shows a Windows-style dialog box titled 'Fax Properties'. It has two main tabs: 'Fax Original Setting' and 'Address Setting'. Under 'Address Setting', there are three sub-tabs: 'Sending Options', 'Sender Information', and 'Authentication'. The 'Authentication' sub-tab is selected and highlighted. Inside this sub-tab, there is a section titled 'Authentication' containing a checkbox labeled 'Authentication'. Below the checkbox are two text input fields: 'User Name:' and 'Password:'. At the bottom of the dialog box, there are three buttons: 'OK', 'Cancel', and 'Apply(A)'.

User name limitation:

Allowable length: 1~28 characters or symbols: ; Allowable symbols: 「.」, 「-」, 「_」, 「@」, 「;」, 「」.

Password limitation:

Allowable length: 1~28 characters or symbols:, no limitation on symbols.

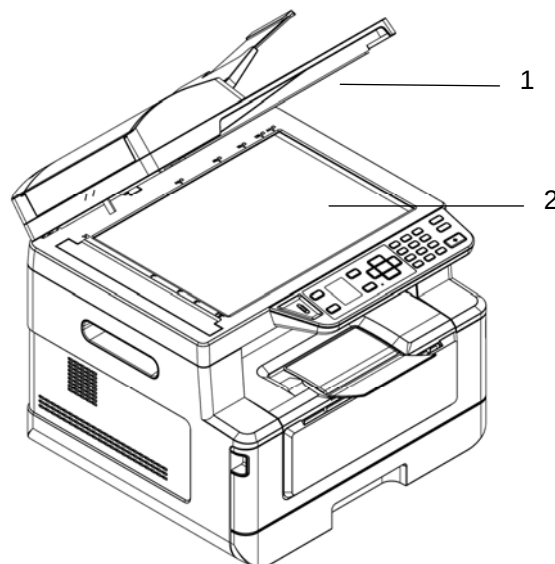
10. Maintaining the Product

Cleaning The Glass

The product is designed to be almost maintenance-free. However, it still needs to be cleaned occasionally to ensure optimum image quality and performance.

To clean the glass,

1. Open the document cover as shown below.
2. Dip a soft clean cloth with isopropyl alcohol (95%).
3. Gently wipe the flatbed glass and the white sheet beneath the document cover to remove the dust or any toner particles.
4. Close the document cover. Your machine is now ready to use.

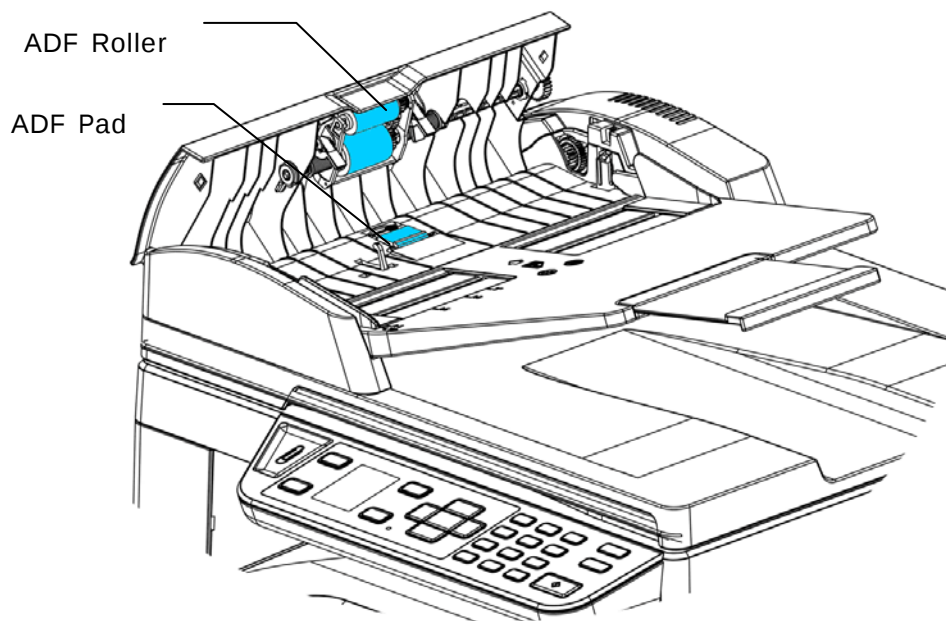


1. Document Cover
2. Flatbed Glass

Cleaning the ADF

From time to time the pad assembly and feeding rollers may become contaminated with ink, toner particles or paper dust. In this case the product may not feed documents smoothly. If this occurs please follow the cleaning procedures to return your machine to its original state.

1. Moisten a clean lintless cloth with isopropyl alcohol (95%).
2. Gently open the ADF front cover. Wipe the feeding rollers from side to side.
Rotate the rollers forward with your finger and repeat the above cleaning procedures until the rollers are clean. Be careful not to snag or damage the pick springs.
3. Wipe the rubber part of the ADF snap-in pad.
4. Close the ADF unit. Your machine is now ready to use.

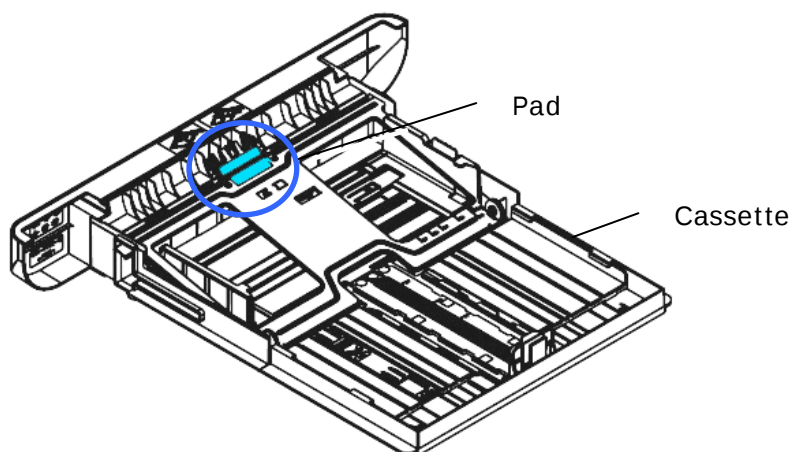


Cleaning the Pad in the Cassette

If the Pad in the Cassette is smeared with paper powder or dirt or every 30K copies, paper may not feed smoothly or noise occurs during paper feeding. Follow the procedure below to clean the Pad in the Cassette.

You need to prepare: cotton swab

1. Remove all paper in the cassette.
2. Moisten a cotton swab with isopropyl alcohol (95%).
3. Clean the rubber part of the pad.



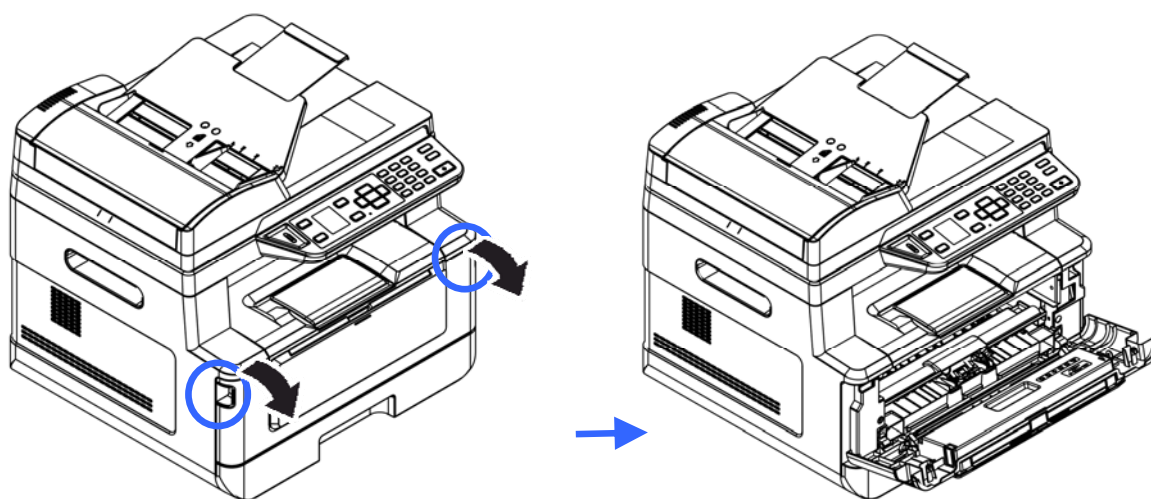
Important:

After cleaning the smeared Pad, dry it completely.

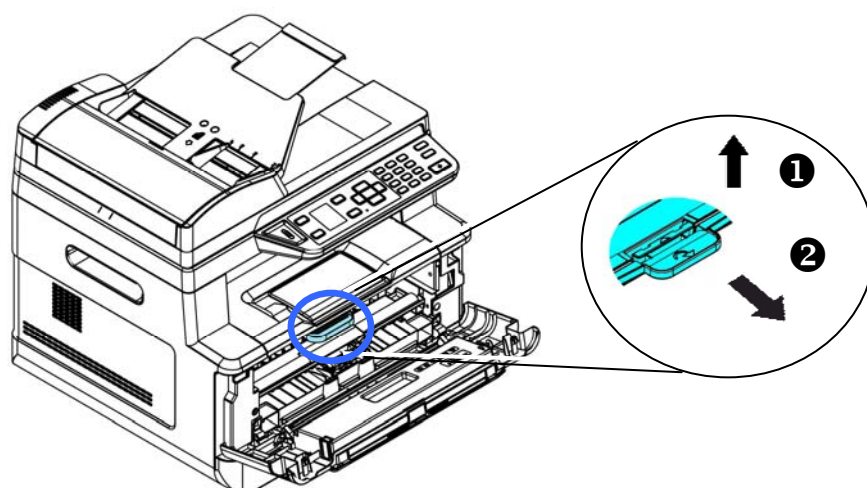
Cleaning the Drum Unit

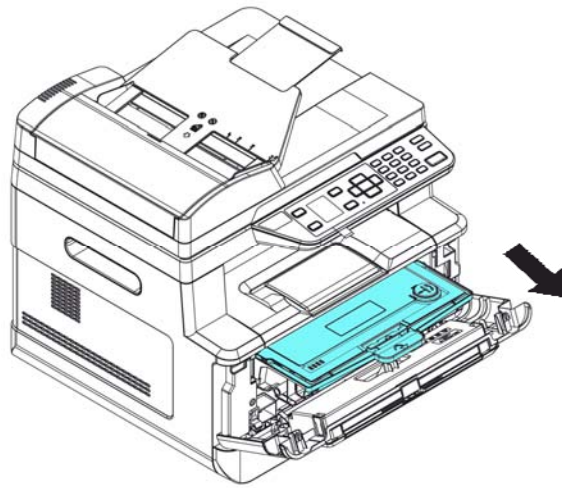
If the drum unit is smeared with paper powder or dirt, the print out may appear defective image of regular interval. Follow the procedure below to clean the drum unit.

1. Turn off the power and remove the power cord from the power outlet.
2. Open the front cover by pulling the handles on both sides as shown.

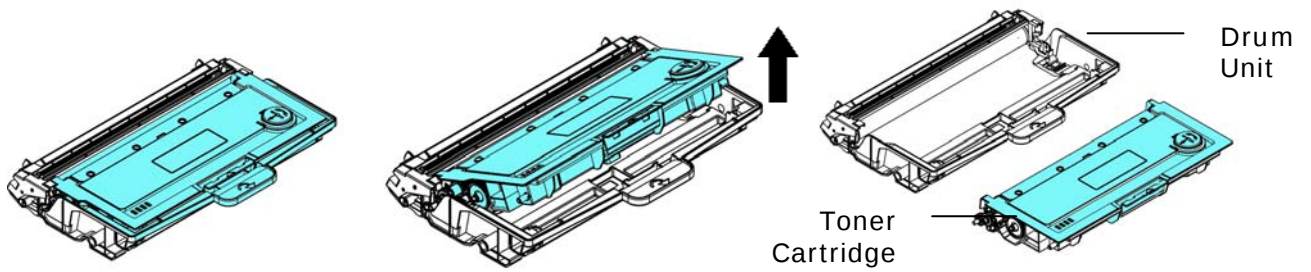


3. Lift the handle of the drum unit and toner cartridge assembly and gently remove the assembly.

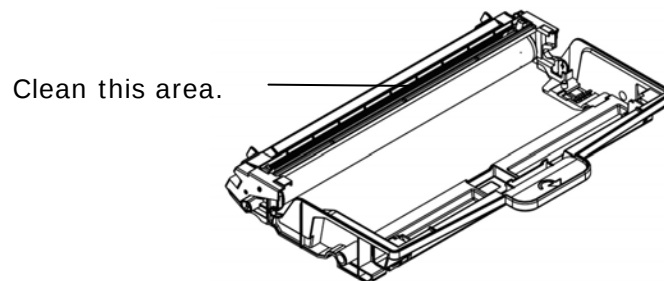




4. Remove the toner cartridge from the drum unit as shown.



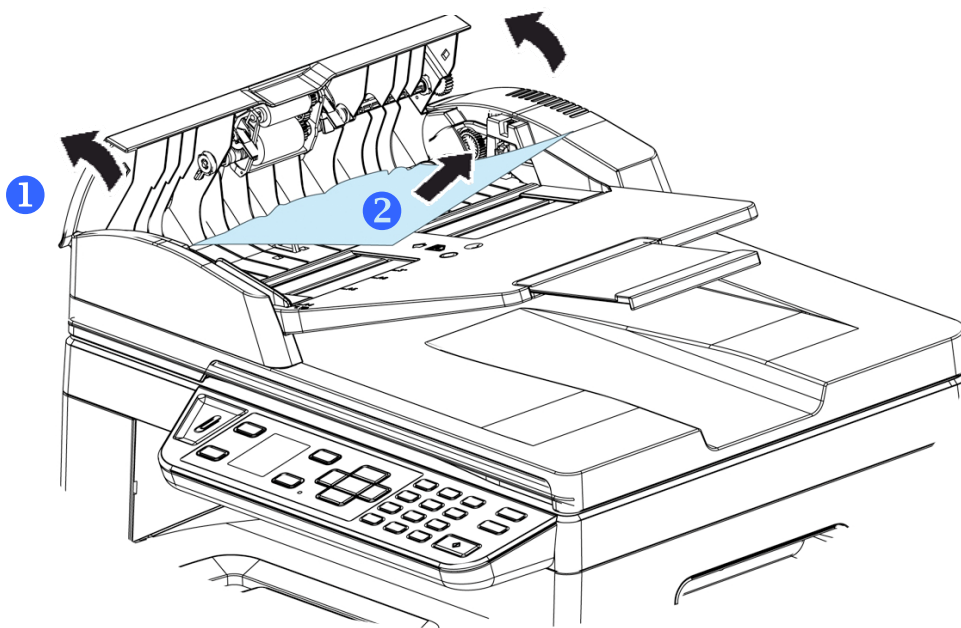
5. Clean the drum unit with a clean and soft cloth.



Clearing the ADF Paper Jam

In the event of a paper jam in the ADF, follow the procedures below to remove the paper:

1. Gently open the ADF front cover to the left ❶.
2. Carefully pull the paper out of the ADF unit ❷.
3. Close the ADF front cover. Your product is now ready to use.

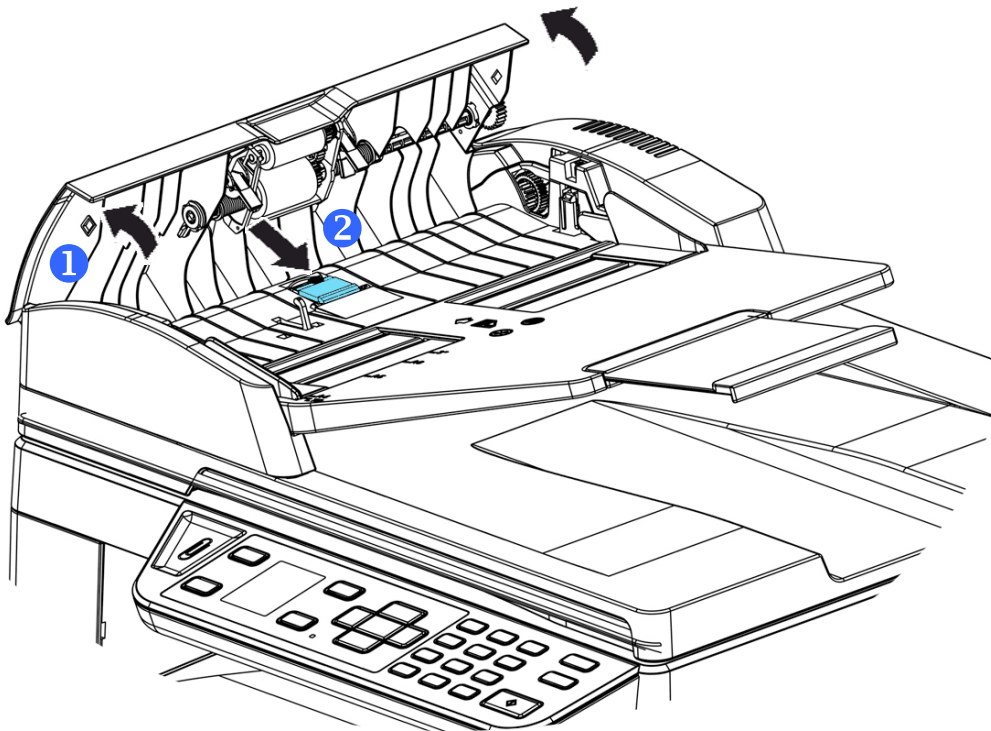


Replacing the Snap-in Pad Module

After scanning about 20,000 sheets through the ADF, the pad may be worn out and you may experience problems with document feeding. In this case, it is highly recommended to replace the pad module with a new one. For ordering the pad module, please consult your nearest dealer and follow the procedure below to replace it.

Disassembling Procedure

1. Gently open the ADF front cover.
1. Remove the ADF snap-in pad module by pressing the lock upward.



Assembling Procedure

1. Gently open the ADF front cover to the left.
2. Remove the ADF pad module from the box.
3. Place it into the holes until it snaps into place.

Replacing The Toner Cartridge

The toner cartridge that comes with the product needs to be replaced after printing approximately 3,000 pages. When the toner cartridge is running low, you will be prompted with a **[Toner Low]** message. Buy a new toner cartridge and have it ready before you receive **[Replace Toner]** message.



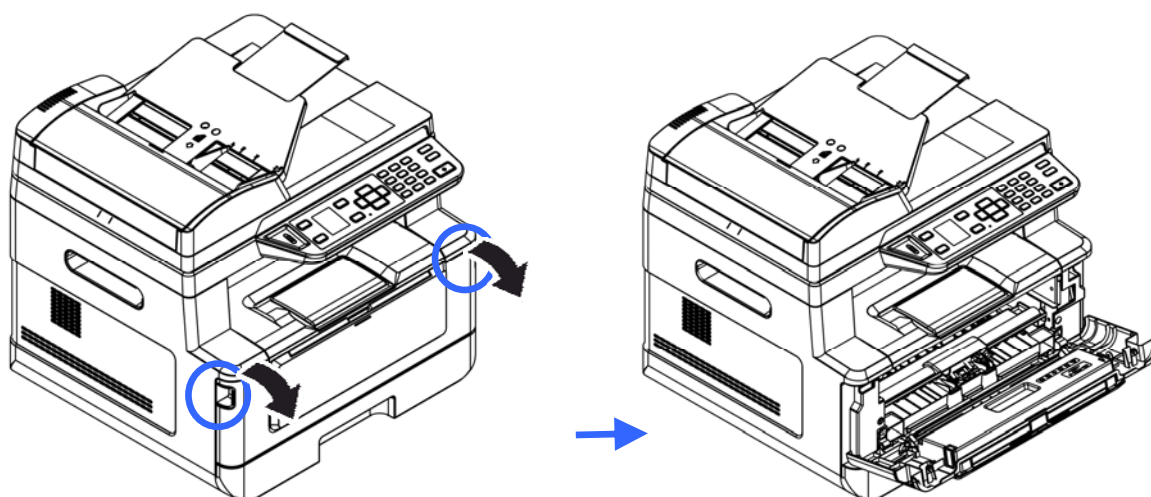
Note:

The drum unit and the toner cartridge are two separate parts.

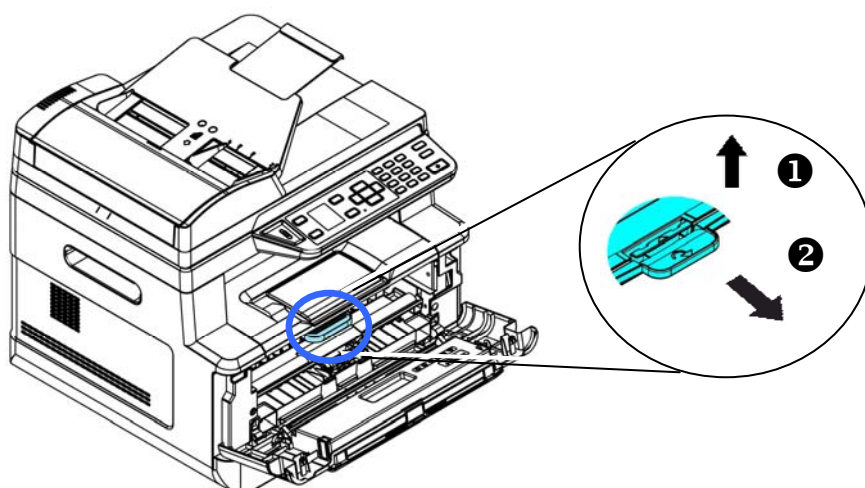
Follow these steps to replace the toner cartridge:

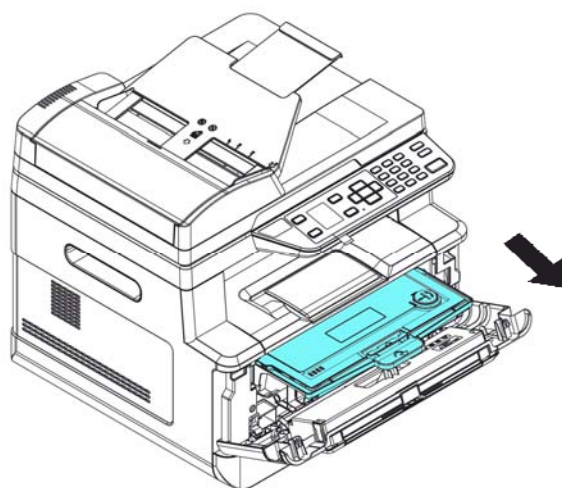
Removing the Toner Cartridge

3. Turn off the power and remove the power cord from the power outlet.
4. Open the front cover by pulling the handles on both sides as shown.

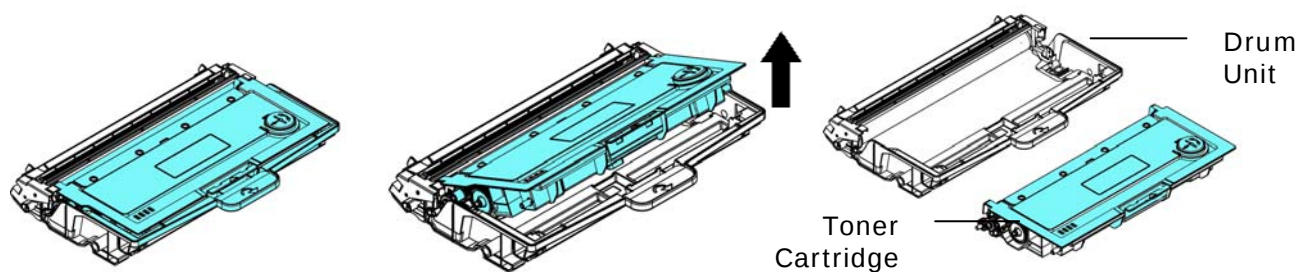


2. Lift the handle of the drum unit and toner cartridge assembly and gently remove the assembly.



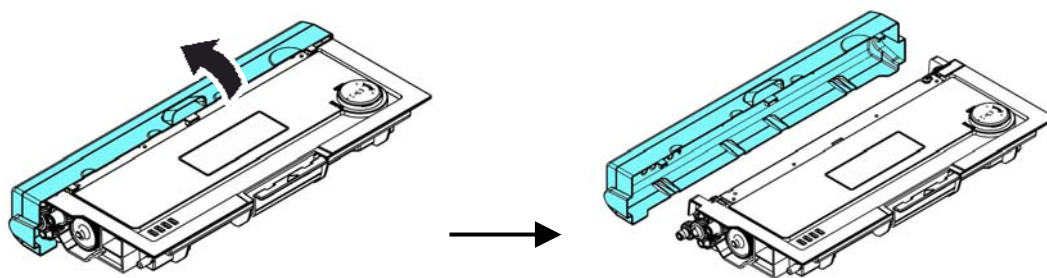


3. Remove the toner cartridge from the drum unit as shown.

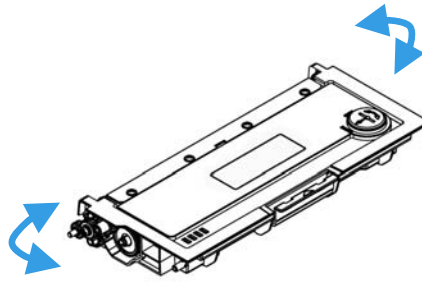


Installing the Toner Cartridge

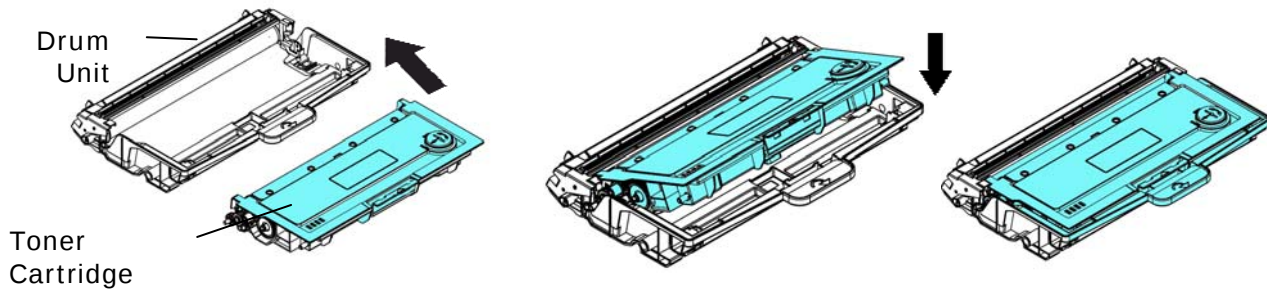
1. Unpack the new toner cartridge.
2. Remove the protective cover.



3. Tilt the toner cartridge up and down and then right and left 10 times to distribute the toner evenly inside the toner cartridge.



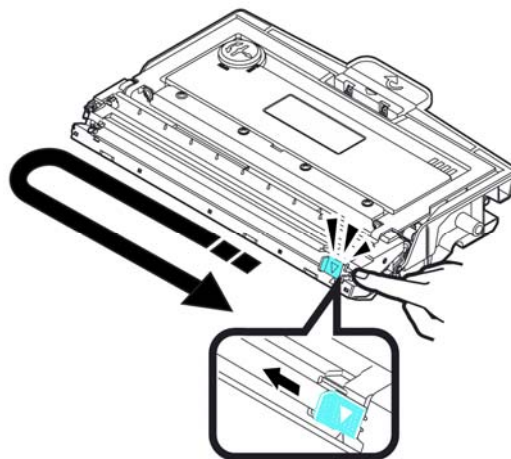
4. Install the toner cartridge to the drum unit.



Warning!

- Be careful not to inhale toner.
- If toner gets on your clothing or other fabric, wipe off the toner with a dry cloth. Wash the items in cold water and air dry.
- To avoid print quality problems, DO NOT touch the toner rollers.
- To prevent the toner cartridge from damage, do not expose it more than several minutes.

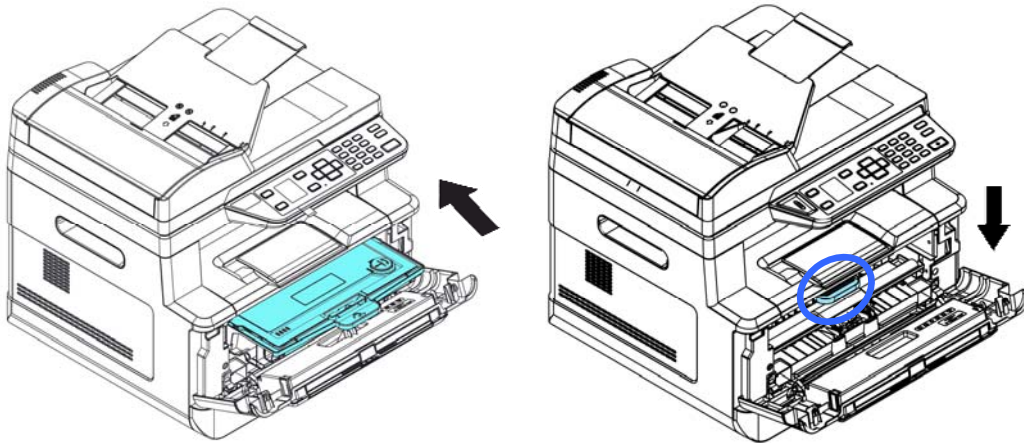
5. Clean the corona wire inside the drum unit by gently sliding the tab from left to right and right to left for several times. (After the toner cartridge has been used for a period of time, some amounts of toner may remain on the corona wire.)



Note:

Be sure to return the tab to the Home position (▲). The arrow on the tab must be aligned with the arrow on the drum unit. If it is not, printed pages may have a vertical stripe.

6. Hold the handle of the toner cartridge assembly and insert the toner cartridge assembly to its original place. Press the handle to fix it firmly in place.



Note:

Do not dispose of the toner cartridge. Put the used toner cartridge into the bundled plastic bag, and then return it to a dealer or service representative. The latter recycles or deals with the collected toner cartridges in accordance with the relevant regulations.

7. Close the front cover.

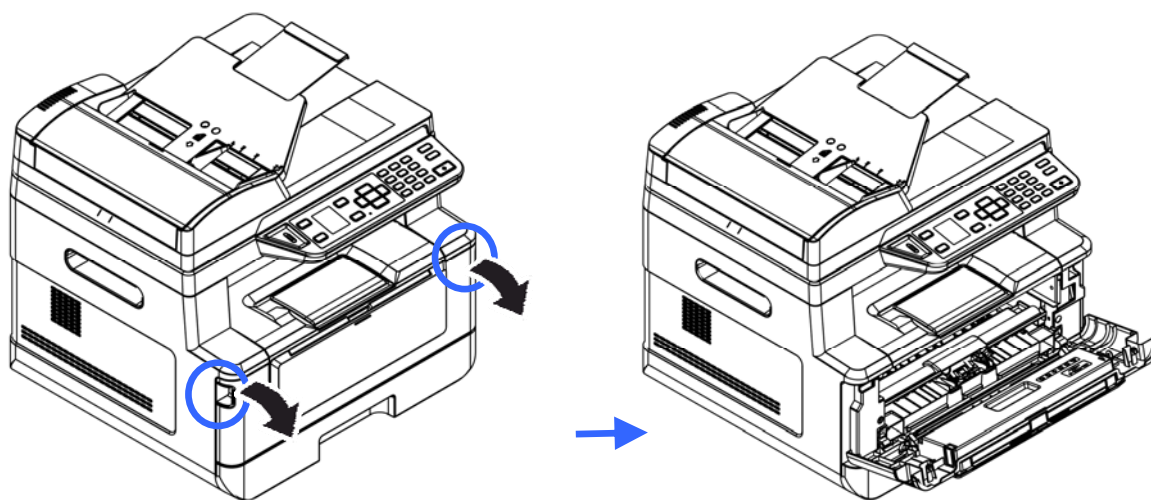
Replacing The Drum Unit

The drum unit that comes with the product needs to be replaced after printing approximately 12,000 pages. When the drum unit is running low, you will be prompted with a **[Drum Low]** message. Buy a new toner cartridge and have it ready before you receive **[Replace Drum]** message.

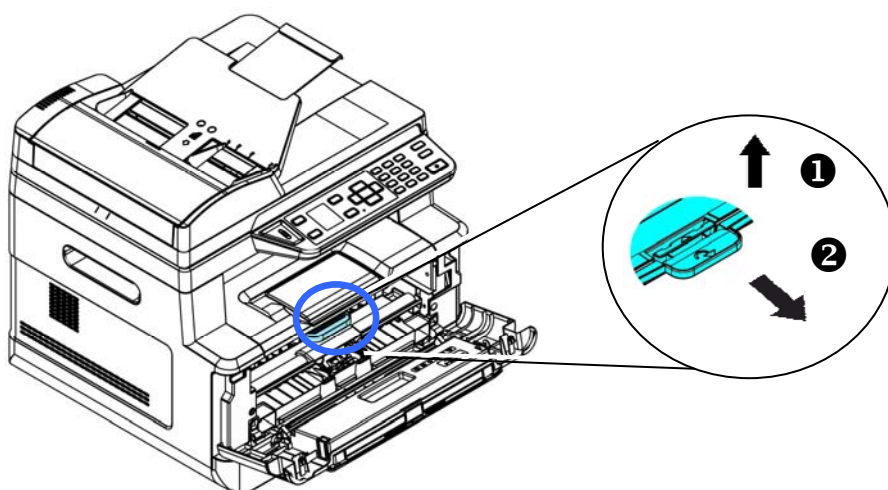
Follow these steps to replace the toner cartridge:

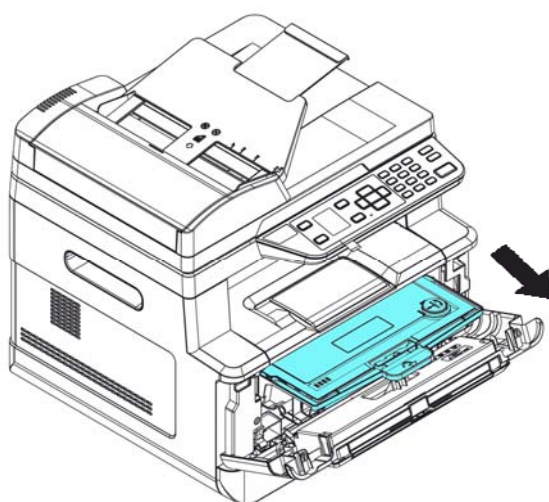
Removing the Drum Unit and the Toner Cartridge Assembly

1. Turn off the power and remove the power cable from the power outlet.
2. Open the front cover by pulling the handles on both sides as shown.

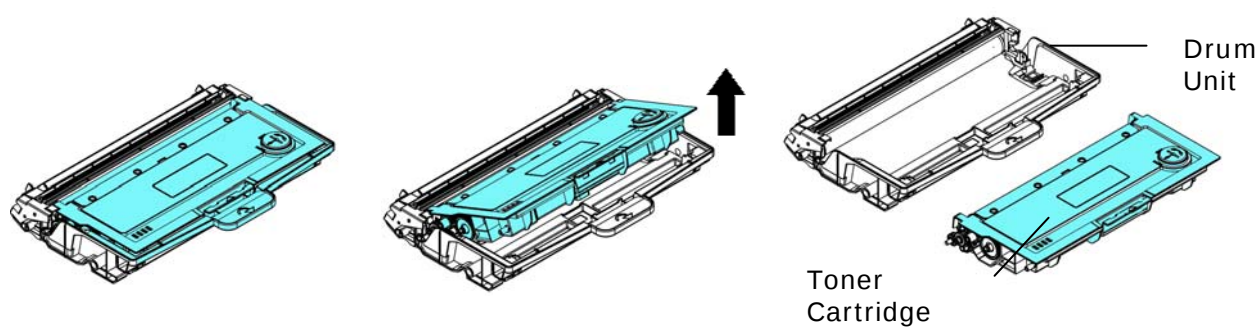


3. Lift the handle of the toner cartridge and gently remove the toner cartridge.



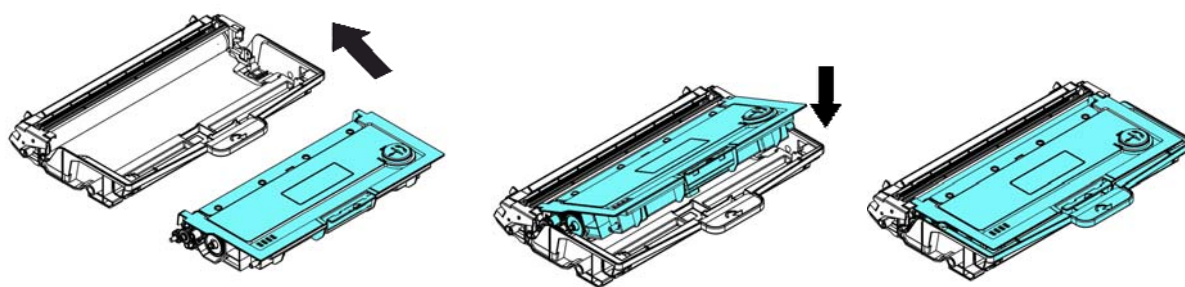


4. Remove the toner cartridge from the drum unit as shown.

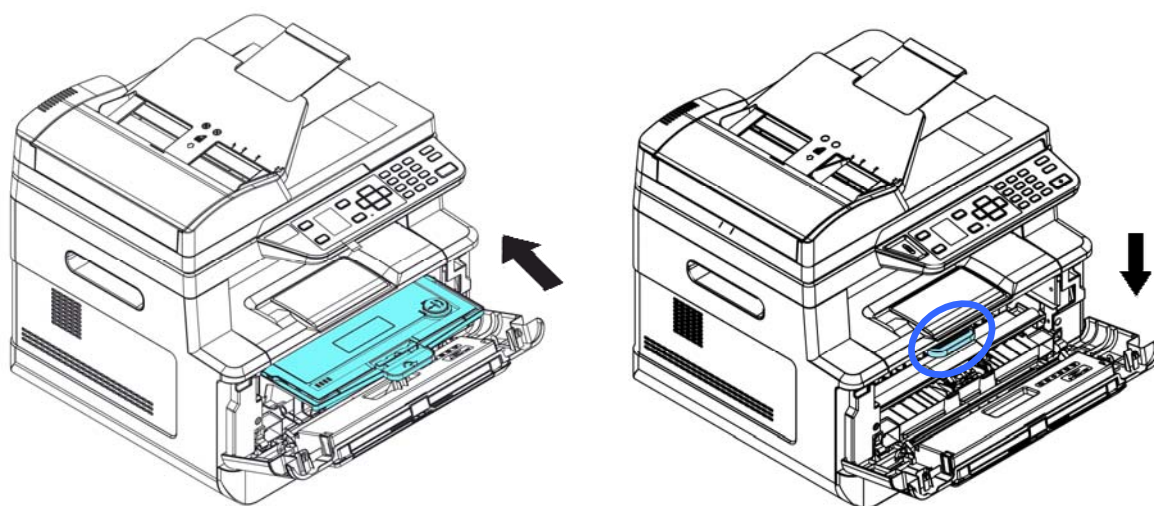


Installing the Drum Unit

1. Install the toner cartridge to the new drum unit.



2. Hold the handle of the toner cartridge and insert the toner cartridge to its original place. Press the handle to fix it firmly in place.



- 3.** Close the front cover.

11. Troubleshooting

Monitoring Your Printer Using Printer Status Monitor

Printer Status Monitor allows you to monitor your printer's status, get information on consumable parts, and alerts you when printer errors occur.

Printer Status Monitor is available when the printer is connected directly to a host computer via the USB port or a network port.

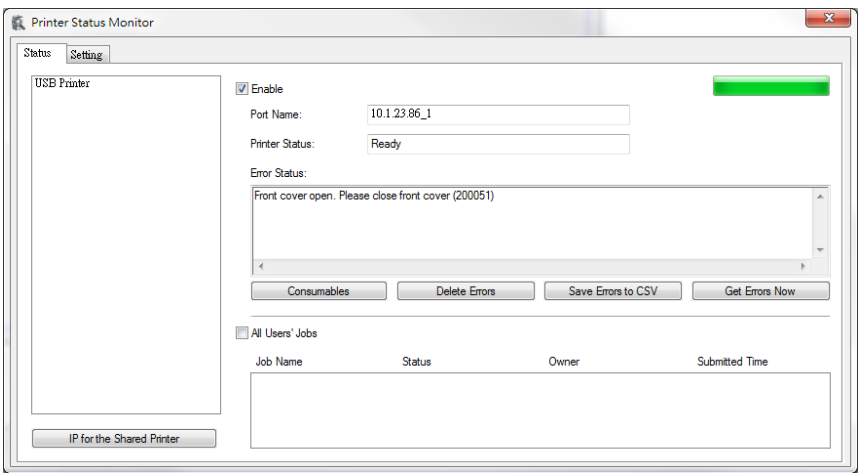
Printer Status Monitor is installed when you install the printer driver as described in the preceding section.

Accessing Printer Status Monitor

Double-click the **Printer Status Monitor** icon on the system tray. The following printer status window appears.



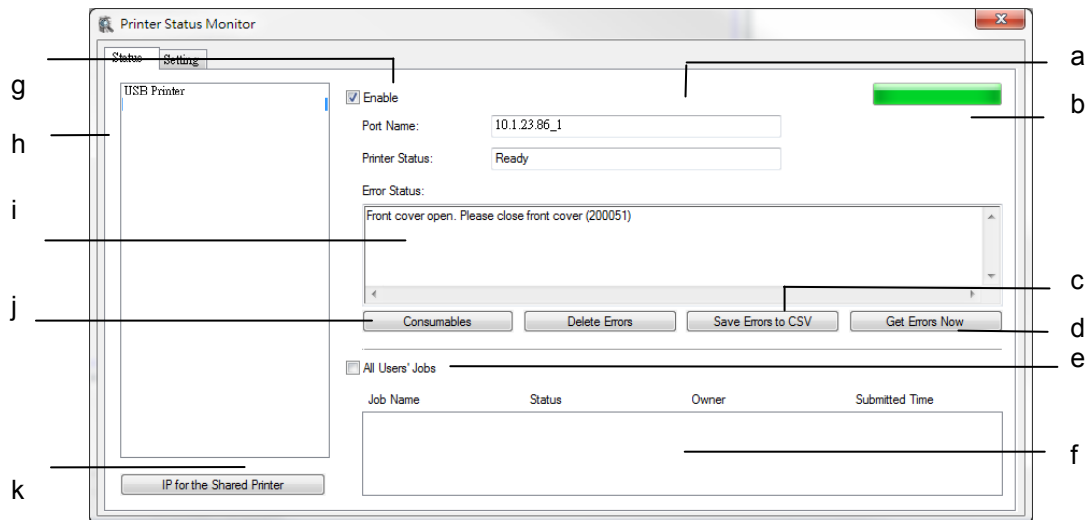
Printer Status Monitor icon



Printer Status Window

Getting Printer Status Details

You can monitor printer status and get information on consumable products using the Printer Status Monitor dialog box.



a Port Name	Port name for the specified printer.
b Progress Bar	The progress bar to access the latest data of the specified printer.
c Delete Errors	Delete all the error messages.
d Save Errors to CSV	Save error message to a CSV file.
e All Users' Jobs	Check the box to show All users' jobs.
f Job Box	Show all the jobs in queue.
g Enable	Check the box to enable accessing the status of a specified printer.
h Printer	Displays connected printers.
i Text Box	Displays the current status of the printer.

j Consumables	Click to show the information of the paper tray and the consumables parts such as Drum, Toner Cartridge. The screenshot shows a 'Consumables' window with the following details: Toner Usage Remain: A progress bar and a text box showing '9' and a '%' symbol. Drum Usage Remain: A green progress bar and a text box showing '85' and a '%' symbol. Manual Tray (Size, Count, Media): A section with 'A4 LEF', '0', and 'Laser'. Tray 1 (Size, Count, Media): A section with 'Letter LEF', '250', and 'Plain'. Tray 2 (Size, Count, Media): A section with 'A3', '125', and 'Plain'. Tray 3 (Size, Count, Media): A section with three empty fields. Tray 4 (Size, Count, Media): A section with three empty fields. - An 'OK' button is located at the bottom right. The Consumables window
k IP for a Shared Printer	Click here to enter the IP for a shared printer to get the printer status.

Setting Monitoring Preferences

To make specific monitoring settings, click the Setting tab on the Printer Status Monitor window.

The screenshot shows the 'Setting' tab of the Printer Status Monitor window. It features a 'Language' dropdown menu set to 'English'. Below this, the 'Error Alert' section contains an 'Update Interval' group with three radio buttons: '1' (selected), '5', and '10 (minute)'. There is also a 'Custom (1 - 1440)' option with a text box containing '1440' and the word 'minute'. At the bottom of the 'Error Alert' section is a checkbox labeled 'Display in Pop-up Window' which is currently unchecked.

Language	Displays the language of the window.
Status Alert	
Update Time	Define the interval to refresh the printer error status. Choice: 1, 5, 10 (minute), Custom (1 ~ 1400 minute)
Display in Pop-up Window	Check the [Pop-up Window] box to automatically show the error status in a pop-up window on the system tray.

Clearing A Warning or Error Message

If a problem occurs during operation, a warning or error message and QR code will display on the LCD panel. In addition, the Error LED will be flashing or solidly lit to indicate a warning or an error status. To solve the problem, please follow the on-screen instruction and the following table for more detailed information or use your mobile phone to scan and view the troubleshooting video.

Warning Message

Message	Description or Solution
Auto Temp. Adjust (200004)	Auto Temperature Adjustment. Please wait. The temperature inside the printer is too high. To avoid damaging the toner, the print job is suspended for a few minutes. After the temperature returns to the normal degrees, the warning message will then disappear and the print job will continue.
Toner low (200032).	Toner that remains is lower than 10%. The machine can still perform printing or copying function yet with poor quality.
Drum unit near end (200043).	Drum unit that remains is lower than 10%. Call the service personnel to order and replace the EP.
Toner empty (200031)	Toner has run out. Replace a new toner cartridge.
No Drum unit (200041)	Please install Drum unit and restart MFP.
Drum unit life ends (200042)	Drum unit life has been exhausted. Call the service personnel to order and replace the EP module.

Error Message

Error Message and Codes	Possible Causes or Solution
System error	
Service code: 100111	Restart MFP. If this error persists, call service personnel for help.
Scan module error (000113) Restart MFP or call service.	An unexpected error from scanner parts occurs. Restart MFP or call service to replace scanner parts that fail.
Printer module error. Please restart MFP or call service (205000, 205001).	An unexpected error from printer parts occurs. Restart MFP or call service personnel to replace printer parts that fail.
Printer module error. Please clean corona wire and restart MFP or call service (205101).	An unexpected error from printer parts occurs. Please clean corona wire and restart MFP or call service personnel to replace printer parts that fail.
Fax module error (300000). Restart MFP or call service	The fax board is not installed or damaged. Restart MFP or call service to replace the fax board.
Motor error (000001). Press # button to erase or call service.	When MFP is booted, the scanner and printer engine Initialization fail. Restart MFP.
Scanner lamp error (002007). Please close flatbed cover and Press # button to erase or call service.	The CIS lamp is damaged or not lit. Call service personnel to replace the CIS unit.
Fan fails (200090).	Call service personnel to replace the fan.
Front cover opens (200051).	Please close front cover.
Rear cover opens (200054).	Please close rear cover.
Continue feed error (200000).	Please open front cover to clear the paper and load paper to proper tray.
Fuser error (201600, 201604~5, 201613, 201615~201618, 201621~201623)	Please restart MFP. If the error persists, call service personnel for help.

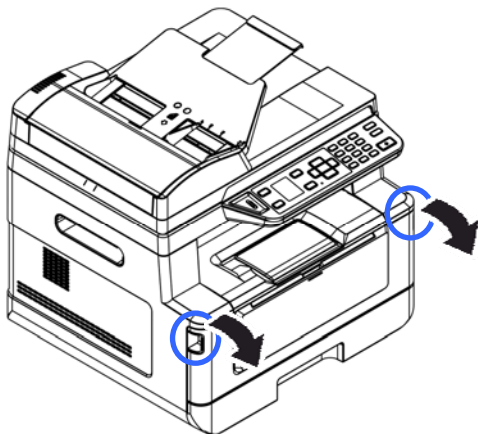
Please open rear cover (200002).	The rear cover has to be opened when bond, card, or transparency is selected as media type.
Please load paper in manual tray (200080).	Paper empty in the manual tray.
Please check tray 1 and press OK (200003).	Pick up error. Paper empty, paper jam, or pickup failed in tray 1.
Please load paper to tray1 (200081)	Tray 1 paper empty.
IP conflict (500000). Please check network settings.	Check your network setting.
Net cable unplugs (500001). Plug in Cable.	Connect network cable.
DHCP no response (500002). Please check network settings.	Check network settings.
USB flash disk not found.	Insert USB flash drive to the USB flash port.
USB flash disk connection fails. Job abort.	Check the connection of USB flash drive.
MFP not ready. Try again later.	MFP is busy with current job. Wait until current job is completed.
Buffer full Job abort.	Memory is not enough to process the scanned images.
Buffer full Print scanned images : 1 Cancel job : 2	Memory is not enough to process the scanned images. Press [1] to print the first few images which have not exceeded the memory limit or press [2] to cancel job.
Resetting default settings fails. Please try again later.	Resetting default settings.
Scanner Calibration fails. Please try again later.	Please try again by pressing the Menu button and then choosing System>Management>Calibration.
Reset count fail. Please try again later.	Please try again by pressing the Menu button and then choosing System>Management>Reset count.
Setting fails. Please try again later.	Setting the Menu option fails. Check your setting.
Full page not support N in 1	The Full page feature does not support N in 1 (2 in 1 or 4 in 1).

Custom zoom not support N in 1	The Custom Zoom feature does not support N in 1 (2 in 1 or 4 in 1).
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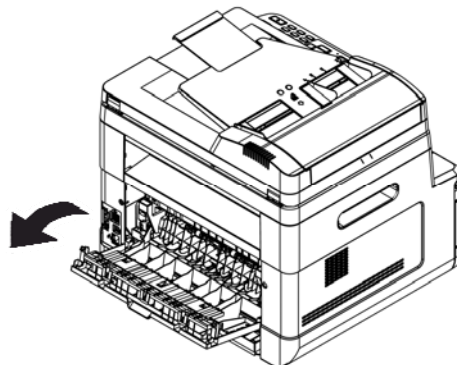
Paper Jam	
ADF paper jam (002013).	
1. Open ADF cover and clear paper.	
2. Close ADF cover.	
Paper jam (200301). Please check manual tray.	
Paper jam (200302). Please open front cover and tray 1 to clear jam paper.	
Paper jam (200324). Please open front cover and tray 1 to clear jam paper.	
Paper jam (200325). Please open front cover and pull drum unit out to clear jam paper.	
Paper jam (200326). Please open front cover and pull drum unit out to clear jam paper.	
Paper jam (200327). Please open front cover and pull drum unit out to clear jam paper.	
Paper jam (200328). Please open front cover and pull drum unit out to clear jam paper.	
Paper jam (200329). Please open front cover and pull drum unit out to clear jam paper.	
Paper jam (200330). Please open front cover and rear cover to clear jam paper.	
Paper jam (200331). Please open front cover and rear cover to clear jam paper.	
Paper jam (200332). Please open front cover and rear cover to clear jam paper.	
Paper jam (200333). Please open front cover and rear cover to clear jam paper.	
Paper jam (200334). Please check the duplex tray and open front cover and rear cover to clear the jam paper.	
Paper jam (200335). Please check the duplex tray and open front cover and rear cover to clear the jam paper.	

Locations of the Jammed Paper

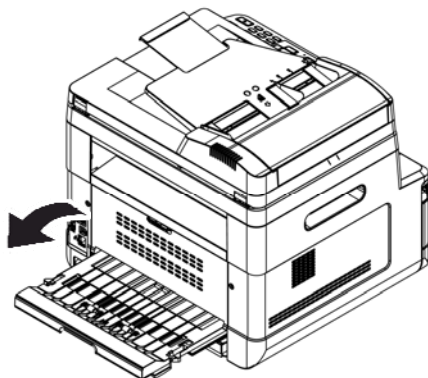
Front Cover: Open the front cover by pulling the handles of the front cover on both sides as illustrated.



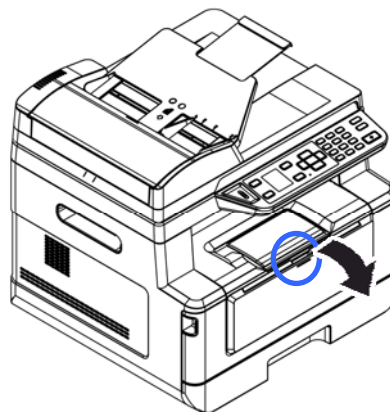
Rear Cover: Open the rear cover by pulling the handle of the rear cover as shown.



Duplex tray: Pull the duplex tray beneath the rear cover out of the main unit.



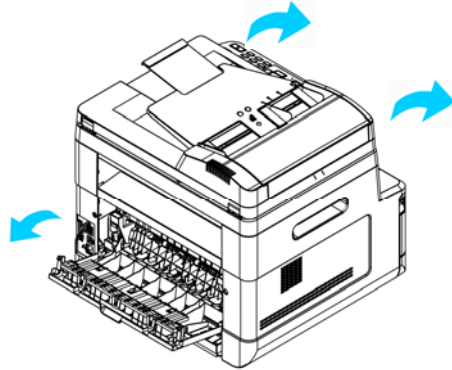
Manual tray: Open the manual tray by grasping the handle and pull it down.



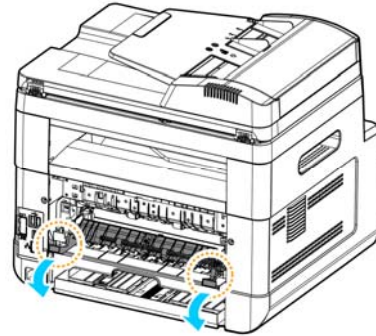
Fuser:

The area around the fuser is hot. To avoid a burn injury, be careful not to touch the fuser until it cools down and follow these steps to remove the jammed paper:

1. Open the **Front Cover** and the **Rear Cover**.



2. Pull down the **Fuser Path** as indicated.



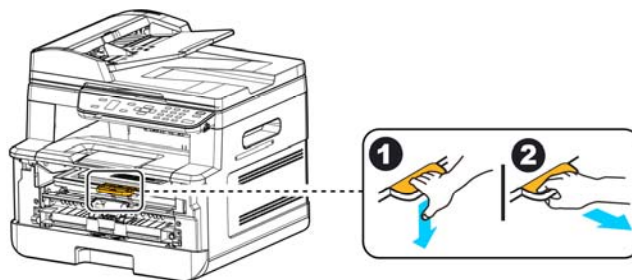
3. Pull down the **Release Arm** on both sides.



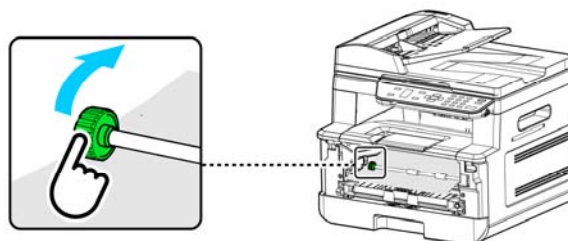
4. Slowly remove the jammed paper.



5. If there is difficulty to pull off the jammed paper, remove the printer cartridge first.



6. Rotate the Release Wheel to slowly pull out the jammed paper.



Sending to FTP/CIFS Errors	
Invalid login name or password.	Please check your login name or password on the product's web page.
Connection failed. Unable to connect to server.	Connection fails during scan to FTP/CIFS. Check network environment or tray again later.
JPEG not support Black&White	JPEG file format does not support black and white image mode.
Fax Errors	
Exceed max number.	Fax recipients exceed max. allowable number (5).
No fax numbers added. Please add fax number.	No fax number has been entered.
Fax communication error	Fax transmission or receiving fails. Please try again later.
Line is in use. Please hang up the phone before leaving the fax function.	
E-Mail Errors	
Exceed allowable limit.	E-mail recipients exceed allowable number (5).
No recipients added. Please add recipients before pressing start.	Enter your recipient.
No from address added.	Please add address in the [From] field, before pressing start.
File name is existed. Job abort.	File name for the scanned image existed. Change your file name.
JPEG not support Black&White	JPEG file format does not support black and white image mode.
No entries found. Please modify your search entry.	
Unknown error.	Restart MFP. If this error persists, call service personnel for help.

Error Message and Codes		Possible Causes or Solution
System error		
Error (Number).	Restart MFP. If this error persists, call service personnel for help.	
300100	Printer API_NVRAM_RW_TEST_FAIL	
300101	Printer API_NVRAM_WRITE_FAIL	
300102	Printer API_NVRAM_READ_FAIL	
300200	Printer Flash Error	
300201	Printer FLASH_BLOCK_ERASE_FAILED	
300202	Printer FLASH_CHIP_ERASE_FAILED	
300203	Printer FLASH_PROGRAM_FAILED	
201610	Printer LPH Error , LPH cable connection fails.	
201650	Printer runtime error.	
201651	Firmware error.	
201701	Printer MB NVRAM : reading error	
201702	Printer MB NVRAM : writing error	
201703	Printer MB NVRAM : reading error while comparing	
201704	Printer MB NVRAM : comparing error	
201711	Printer Drum Unit NVRAM : reading error	
201712	Printer Drum Unit NVRAM : writing error	
201713	Printer Drum Unit NVRAM : reading error	
201714	Printer Drum Unit NVRAM : comparing error	
201721	Printer Toner NVRAM : reading error	
201722	Printer Toner NVRAM : writing error	
201723	Printer Toner NVRAM : reading error while comparing	
201724	Printer Toner NVRAM : comparing error	
201730	Printer uses wrong NVRAM Address.	
302651	Network_INIT_FAIL , network initialization fails.	

Image Problem Troubleshooting

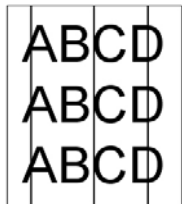
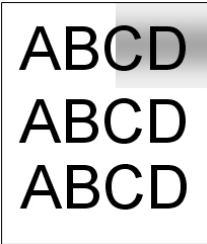
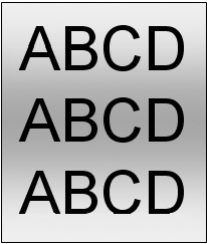
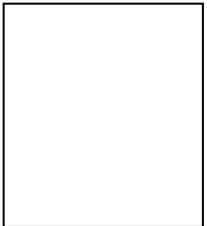
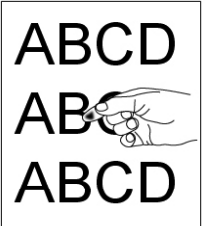
Problem	Image Example	Solution
Paper curls		1. Use paper of standard weight: If you are using thin paper, try to use paper of standard weight (80 g/m²). 2. Use paper with less moisture: Load the paper to the paper tray immediately after removing them from the packaging. Seal the remaining paper with the original packaging to keep from the moisture absorption.
Light print(entire page)		1. Make sure that the toner cartridge is fully installed. 2. Make sure that the Toner Save setting is turned off in the printer driver. 3. Try using a different type of paper. 4. The toner cartridge might be almost empty. Replace the toner cartridge.
Light print(partial page)		1. Make sure that the toner cartridge is fully installed. 2. The toner level might be low. Replace the toner cartridge. 3. The paper might not meet the printer's specifications (for example, the paper is too moist or too rough).
Vertical white lines		Call the service personnel for help.
Vertical black lines		Please clean the EP charger (corona wire) according to the procedure described in this manual on page 154.

Image Problem Troubleshooting

Problem	Image Example	Solution
Dirty background(partial page)		Check if toner is not leaked from the toner cartridge. If so, replace the toner cartridge.
Dirty background(entire page)		1. The paper might not meet the printer's specifications (for example, the paper is too thin). 2. Check if there is enough toner in the toner cartridge. If not, please replace the toner cartridge. 3. Call the service personnel for help.
Print blank page		Check if there is enough toner in the toner cartridge. If not, please replace the toner cartridge. If this error happens again, call service for help.
Defective image of regular interval		1. Clean the drum unit with a soft and clean cloth (See p. 149). 2. If this error happens again, call service for help.
Loose toner		1. If you have observed a rougher texture on one side of your paper, try printing on the smoother side. 2. The paper might not meet the printer's specifications (for example, the paper surface is not smooth or paper too thick). 3. Media type incorrect. Please choose proper media type for your paper.

Black line on edge		The image is slightly skew. Make sure the edge of your document is properly aligned and slightly touch the paper guides in the auto document feeder.
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Technical Support

If your problem still exists after trying the above solution, please contact our technical support.

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12. Specifications

All specifications are subject to change without notice. For detailed specifications, please refer to our web site at <http://www.avision.com>

General	
Regulatory Model Number	AM30xyzzz(x=0~9,A~Z; y=1 or 2; zzz=A/D/blank, P/blank, F/blank)
Type	MFP
Functions	Copier-Printer-Scanner-E-mail-Fax
CPU	300MHz ARM9MP (build in SOC)
Flash memory	16M
RAM	128M DDR2 SDRAM (AM30XX/AM30XXA) 256M DDR2 SDRAM (AM30XXF/AM30XXAP)
Dimension (WxDxH) AM30XX	404 x 380 x 308 mm (15,8 x 14,9 x 12 in.)
AM30XXA/AM30XXAP/ AM30XXF	404 x 380 x 367 mm (15,8 x 14,9 x 14,4 in.)
Weight AM30XX	12 kg (26.4 lb.)
AM30XXA/AM30XXP/ AM30XXF	13 kg (28.6 lb.)
Max paper capacity	250 (main tray) (70 g/m ²) 10 (manual tray) (70 g/m ²) 35 (Auto Document Feeder) (70 g/m ²)
Warm up time	<25 seconds
LCM	1.7 in. TFT
Connectivity	Hi-speed USB 2.0 (Device/Host) (Compatible with USB 3.0) 10/100 Base-Tx Ethernet RJ-11 (For AM30XXF) Wi-Fi: 802.11 b/g/n (Optional)

Opearating Environment	Temperature	10°C ~ 32 °C
	Humidity	15% ~ 80% RH
Storing Environment	Temperature	-40°C ~ 65°C
	Humidity	10% ~ 90% RH
Current consumption		100~127Vac, 50/60Hz,12A Or 220~240Vac, 50/60Hz, 6.5A
Toner cartridge lifetime		3,000 prints
Drum unit lifetime		12,000 prints
Product Lifetime		60,000 prints
Copy Functions		
Copy size		Legal, Letter, A4, A5, B4(ISO), B5(ISO)
Max scanning size		Legal (216 x 356 mm (8.5 x 14 in.) (ADF)
Copy resolution		600 x 600dpi
Copy speed		20 cpm (A4, N to N) 30 cpm (A4, 1 to N)
Copy count		up to 99, Auto Reset to 1
Zoom		25 ~ 400%
First copy output time (FCOT)		<14 seconds
N-up copy		2 in1 / 4 in 1 / ID card
Copy mode		Text/Photo/Mixed
Print Function		
Printing method		Mono Laser
Printing speed		30 ppm (A4), 32 ppm (Letter)
Max print size		216 x 356 mm (8 x 14 in.)
Min print size		76.2 x 127 mm (3 x 5 in.)
Resolution		600 x 600dpi
PDLs/Emulations		GDI
First print out time		<11 seconds
Edge erase		4.3 mm (top, bottom, left, right)

Scaling	25 ~ 400%
Duplex print	Yes
Network print	Yes
Scan Function	
Scanner type	Flatbed/ADF/CIS type, Color/BW
Max scanning size	Legal (216 x 356 mm (8.5 x 14 in.) (ADF)
Optical resolution	1200 x 1200 dpi
Scanning bit depth	Color - 24bit(output)/48bit (input) Gray - 8bit(output)/16bit (input) B/W - 1bit
File format	Color/Gray - JPEG, MPDF, PDF, TIFF B/W - PDF, MPDF, TIFF
Scan to Destinations	Scan to E-mail, Scan to FTP/CIFS, Scan to USB flash drive (partition type FAT16/FAT32)
Fax Function (optional)	
Quality (Resolution)	Up to 200 x 400 dpi
Fax speed	33.6 Kbps
Telephone system	PSTN (Public Switch Telephone Network) PBX (Private Branch eXchange)
Maximum scan area	216 mm X 356 mm (8.5 x 14 in.)
Compatibility	ITU Super G3(ECM)
One-touch key	10 (Each one is used as one-touch or group dial)
Group number	Up to 10 groups (Up to 5 members in each group)
Broadcast quantity	Up to 5 fax members
Receiving in Memory	Maximum approx. 2,000 pages* * Based on ITU-T (ITU Telecommunication Standardization Sector) Standard Chart No. 1, JBIG standard mode.
Operation systems (PC-Fax)	Windows XP, Windows 7, Windows 8, Windows 10
Interface	USB, Network
Tone/Pulse	*Tone, 10 PPS, 20 PPS
No. of Rings	*1, 2, 3, 4, 5, 6, 7, 8, 9, 10
Header/Footer	OFF, *ON
Brightness	Light, *Normal, Dark
SPKR Volume	OFF, *ON
Tx Report	*OFF, ON, Error
Redial Count	*0, 1, 2

Redial Interval	*1 min, 2 min, 3 min
Reduction Rx	*OFF, ON
Phone Book	One Touch, Speed Dial, Group Dial, Block Fax
Special Fax	SFAX Hotkey, Mem. Manage. SFAX Hotkey: Delay Tx, Broadcast, Polling Rx, Secure Tx, Secure Rx, Color Fax Mem. Manage.: Tx Job List, Rx Job List, Job Clear

Wi-Fi Specifications:

Model: GWF-7A05

Standard	IEEE 802.11 b/g/n standards compliant	
Wireless LAN	1T1R Mode	
Frequency Range	2.412 ~ 2.483GHz (subject to local regulations)	
Number of Selectable Channels	802.11n: 20MHz/40MHz	
	802.11b/g:	13 channels
Data Rate	802.11n: up to 150Mbps	
	802.11b: DSSS 11Mbps	
	802.11g: OFDM 54Mbps	
Transmit Power(EIRP)	802.11b: 18dBm +/-1dB	
	802.11g: 15dBm +/-1dB	
	802.11n: 14dBm +/-1dB	
Security	64/128-Bit WEP Key, WPA(TKIP with IEEE802.1x), WPA2(AES with 802.1x), AES	