Canon

MultiPASS MP700 Set-Up Sheet

READ THIS SHEET FIRST

Thank you for purchasing the Canon MultiPASS MP700.
To get your machine ready for use, please follow the instructions in this Set-Up Sheet before referring to any other documentation.

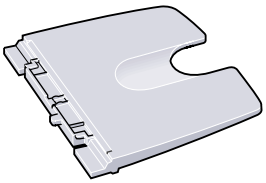
IMPORTANT

- **DO NOT assemble the machine or connect the USB cable before installing the software. You will be instructed when to assemble and connect the cable.**

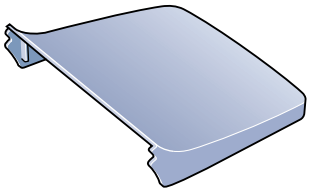
1 Unpack the machine and its components.

Check that you have the following:

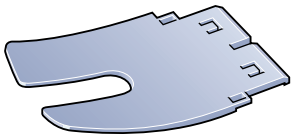
- **Machine**



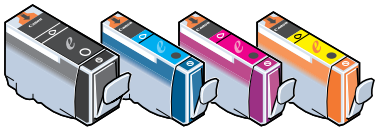
- **Multi-purpose tray**



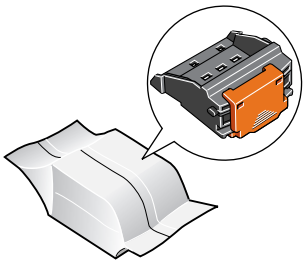
- **Tray cover**



- **Paper output tray**



- **Ink tanks**
  (Black, cyan, magenta, yellow)



- **Printhead**

- **Power cord**
- **Documentation**
  (Set-Up Sheet, Quick Reference Guide)
- **MultiPASS MP730/700 Setup CD-ROM**

NOTE

- A printer cable is not included. You must purchase a USB cable (less than 16 3/8 ft./5 m) to connect your machine to a computer.

NOTE

- When installing the software in Windows 2000/XP, you must log on as Administrator or have Administrator privileges.
- If you have previously installed an earlier version of the MultiPASS Suite software (version 4.4 or earlier), you must uninstall it before installing this version. For details on uninstalling the software, refer to the documentation of the previous version.

2 Install the software.

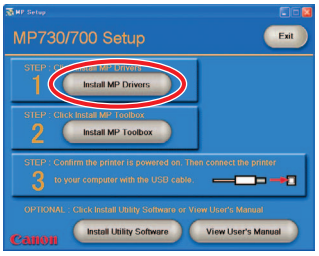
1 Turn on your computer.

2 On your computer, quit any open applications, including virus checkers.

3 Insert the MultiPASS MP730/700 Setup CD-ROM into your disk drive.

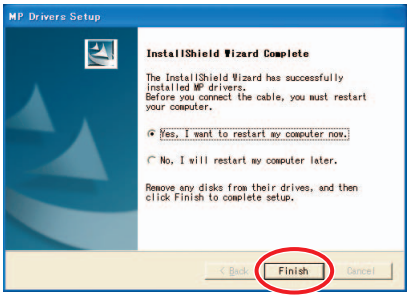
4 In the [MP Setup] screen, click [Install MP Drivers].

- If Set-up screen is not displayed, on the Windows desktop, double-click [My Computer] (Windows XP: Click [Start], then click [My Computer]). Open the CD-ROM icon, then double-click [setup (setup.exe)].



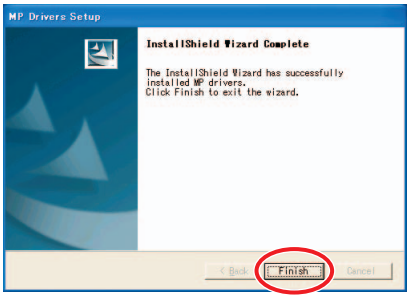
5 Follow the on-screen instructions.

If you need to restart your computer, the following screen is displayed.



Make sure [Yes, I want to restart my computer now.] is selected and then click [Finish] to restart your computer. (Do not remove the CD-ROM at this stage.)

If you do not need to restart your computer, the following screen is displayed.



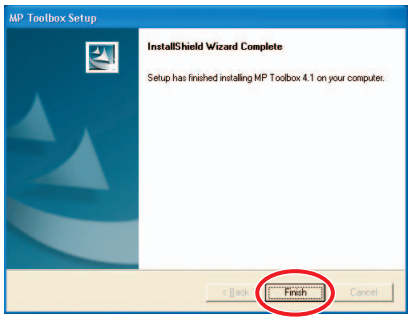
6 Click [Finish].

7 In the [MP Setup] screen, click [Install MP Toolbox].

- If you had to restart your computer and Set-up screen is not displayed or you have closed it, on the Windows desktop, double-click [My Computer] (Windows XP: Click [Start], then click [My Computer]). Open the CD-ROM icon, then double-click [setup (setup.exe)].

8 Follow the on-screen instructions.

9 Click [Finish].



IMPORTANT

- **Proceed to step below to assemble the machine. Please keep your computer powered on.**

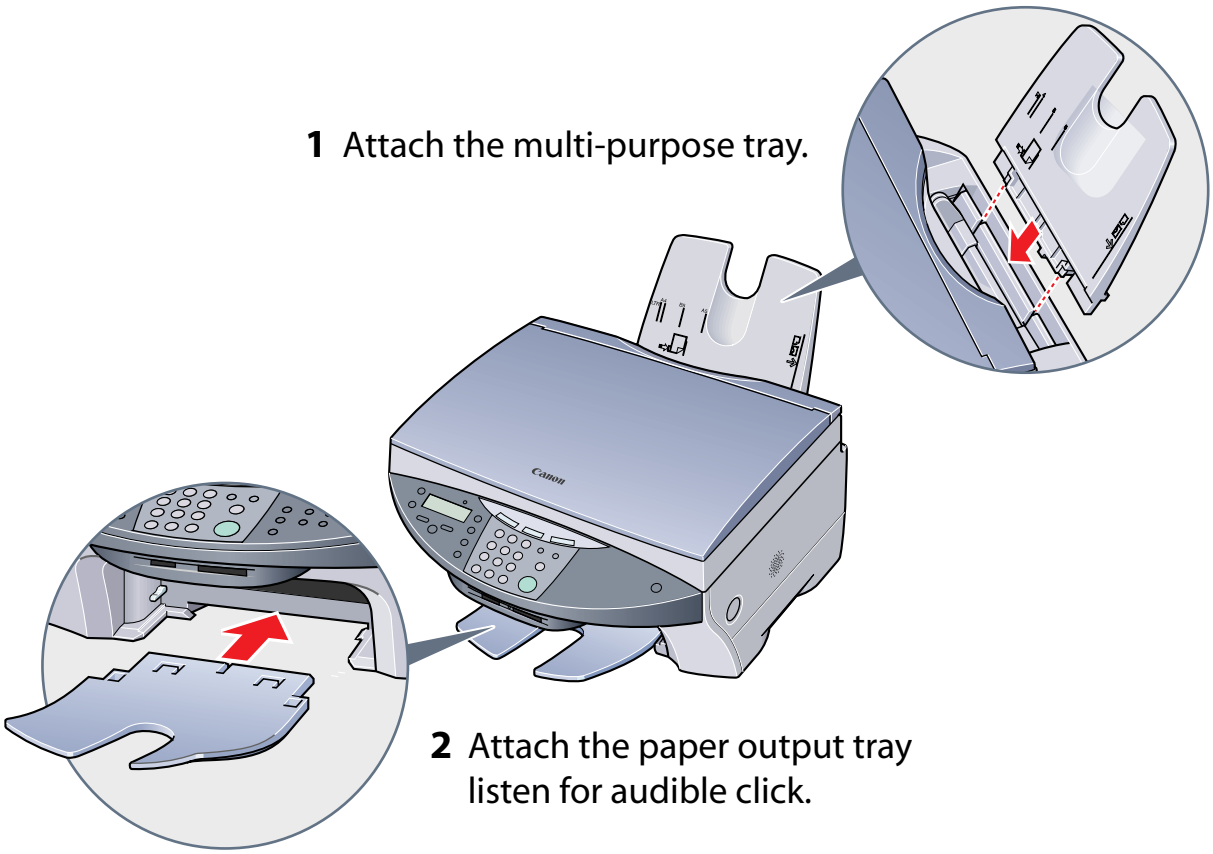
3 Remove the shipping material from the machine.

1 Place the machine on a flat surface.

2 Remove **all** shipping tapes from the **exterior** of the machine.

4 Assemble the machine.

1 Attach the multi-purpose tray.

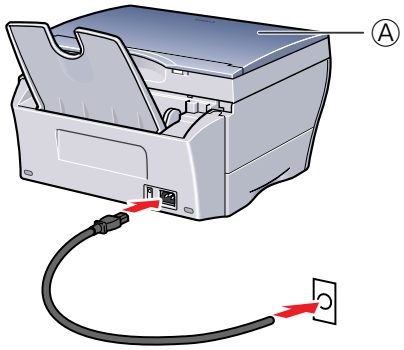


2 Attach the paper output tray listen for audible click.

5 Connect the power cord.

IMPORTANT

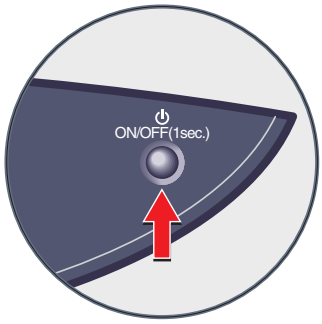
- **Before turning on the power, make sure the document cover Ⓐ is closed.**




```
PLEASE WAIT
```

▼ Approx. 30 seconds

```
PUT IN CARTRIDGE
```



1 Plug the power cord into a socket.

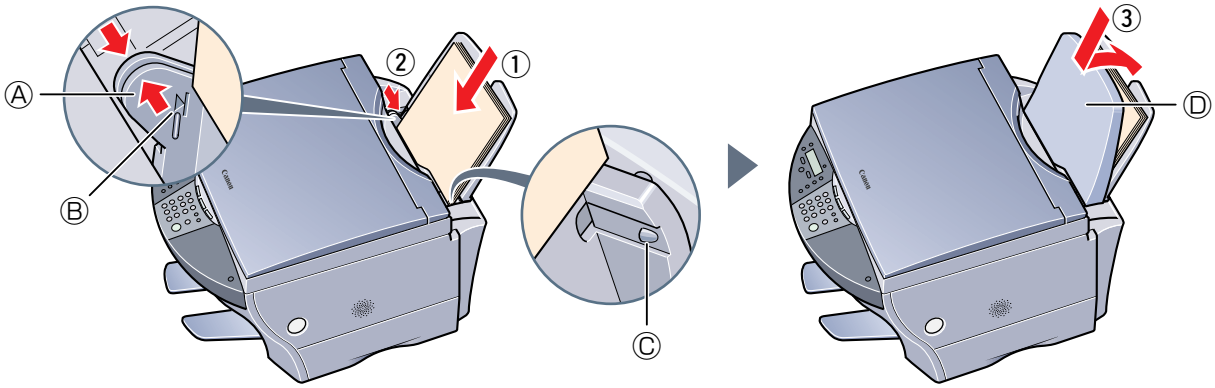
2 When you connect the machine, the Alarm light blinks, and the messages above should appear in the LCD.

3 If nothing appears in the LCD, press [ON/OFF (1 sec.)] to turn on the machine.

- If you need to turn off the machine, press [ON/OFF (1 sec.)] for one second.

6 Load paper.

Place a stack of paper (print-side up) in the multi-purpose tray ①. Pinch the paper guide Ⓐ and adjust to the width of the stack ②. Then place the tray cover Ⓓ over the multi-purpose tray ③.



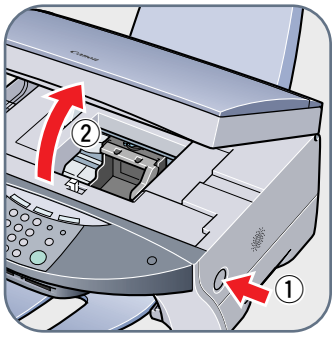
NOTE

- Make sure the stack does not exceed the paper limit mark Ⓑ or tab Ⓒ. Otherwise a paper jam may occur.

Turn over to continue

7 Install the printhead.

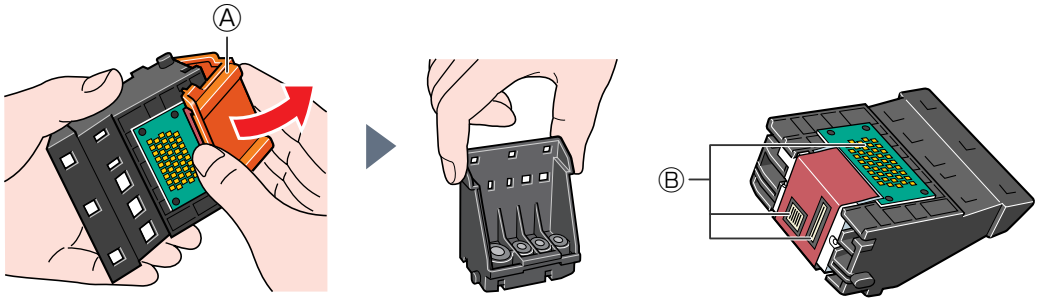
1 Press [Open] ① and lift up the scanning unit ②.



IMPORTANT

- **Do not touch the metal rod or any parts inside the machine.**
- **The machine must be turned on when opening the scanning unit.**

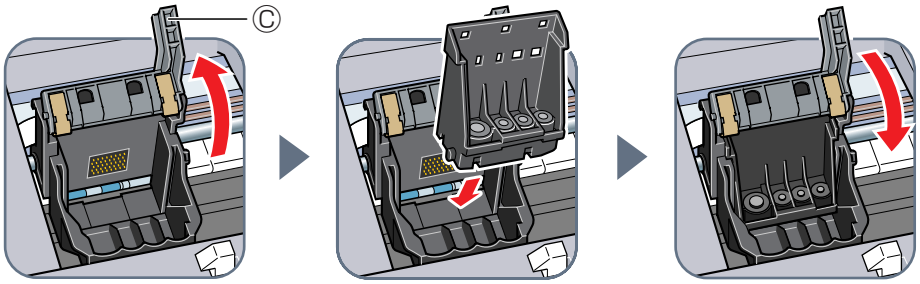
2 Remove the printhead from its packaging, then remove the orange protective cap Ⓐ.



IMPORTANT

- **Do not touch the electrical contacts Ⓑ.**

3 Raise the lock lever Ⓒ, then gently slide the printhead into the holder. Lower the lock lever.

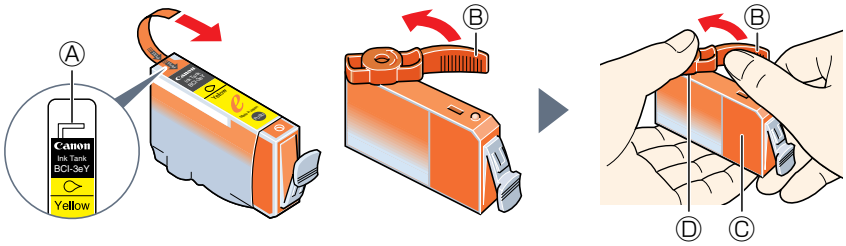


IMPORTANT

- **Do not lift the lock lever once the printhead has been installed.**

8 Install the ink tanks.

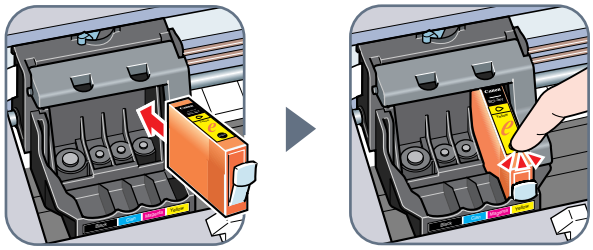
1 Start with the yellow ink tank. Pull the orange tape in the direction of the arrow and remove the plastic wrapper so you can see the air hole Ⓐ. Turn the ink tank over so that the protective cap Ⓑ is facing up. Then hold the ink tank as shown below and remove the protective cap Ⓑ.



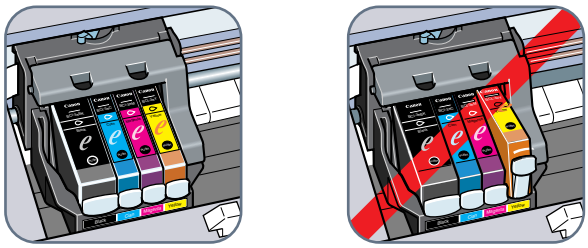
NOTE

- To avoid spilling ink, never press on the long sides of the ink tank Ⓒ.
- Once you remove the protective cap Ⓑ, do not touch the ink port Ⓓ.

2 Insert the ink tank (label-side up) into the correct slot (refer to the color guide on the printhead). Press down gently on the ink tank **until an audible click is heard**.



3 Repeat steps 1 and 2 to install the remaining magenta, cyan, and black ink tanks.



Correct position　　Incorrect position

IMPORTANT

- **Make sure the ink tanks are inserted all the way into their slots.**

4 Close the scanning unit until it locks into place.
Align the printhead as explained in step 9.

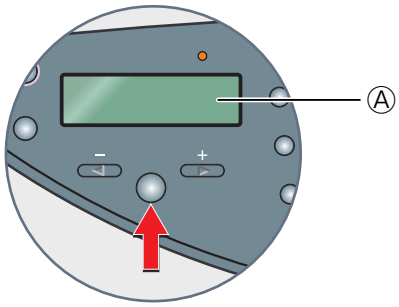
9 Align the printhead.

NOTE

- You can also align the printhead from the software. For details, refer to the *Software Guide*.

1 When the LCD Ⓐ displays the following, press [Set].

```
ALIGN PRINT HEAD
PRESS SET KEY
```



NOTE

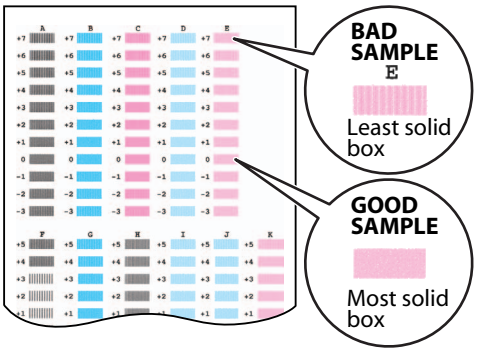
- If a display other than <ALIGN PRINT HEAD> appears, refer to p. 9-5 of the *Quick Reference Guide* to align the printhead.

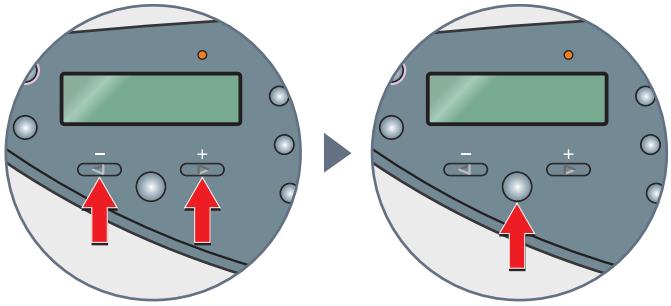
The machine will print a horizontal pattern, and the LCD will display:

```
CHANGE H VALUE
      A    0
```

Column A Value for column A

2 In column A on the printout, note the value of the box with the most solid image. Then use [◀] or [▶] on the operation panel to select that value. Then press [Set].

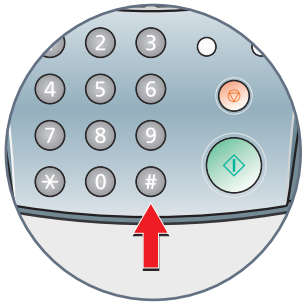




3 Repeat step 2 for columns B to K.

4 When values for all columns have been entered and the LCD displays the following, press [#] to return to standby mode.

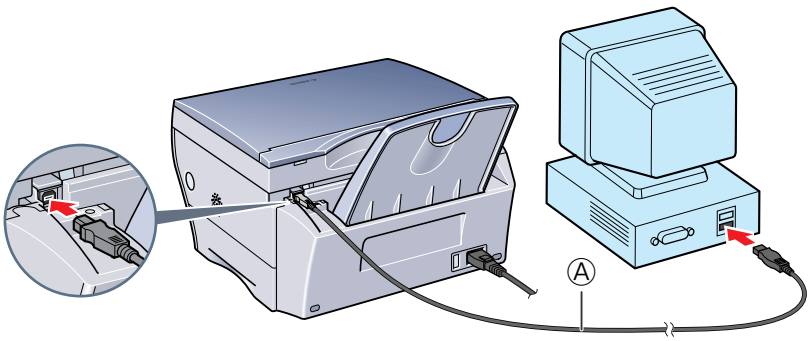
```
PRINT VERT. PATTERN?
YES=(*)    NO=(#)
```



NOTE

- If streaks appear on the printed surface when you use the machine, perform the vertical printhead alignment. For details, refer to p. 9-5 of the *Quick Reference Guide*.

10 Connect the USB cable to complete the computer settings.

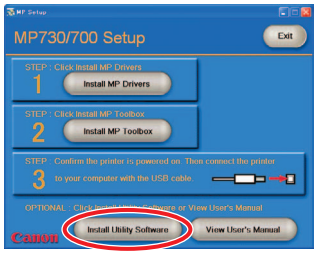


1 Make sure the machine is turned on.

2 Connect the USB cable Ⓐ to the machine and computer USB ports. Depending on your computer, a message may display asking you to restart your computer. If this is the case, restart your computer.

● Install Utility Software

To install the Utility Software, in the [MP Setup] screen, click [Install Utility Software].
You can choose not to install the Utility Software at this stage and install it later. For details, refer to p. IV of the *Quick Reference Guide*.



● View User's Manual

To read the manual on the CD-ROM, click [View User's Manual] on the [MP Setup] screen.

⚠ CAUTION

- **For Windows 2000, the machine may not be able to be set as the default printer. If that happens, refer to "Setting the default printer" in the *Software Guide*.**

11 Congratulations! You have now completed your machine setup.

Where to go from here...

Once you have completed all steps in this Set-Up Sheet, refer to the *Quick Reference Guide* for basic operation instructions of all functions of your machine.

If after reading the Quick Reference Guide you require more detailed information, refer to the *User's Guide* or *Software Guide* (included in the CD-ROM).

✎ NOTE

- Remember to register your machine to ensure product support. The serial number is located on the back of the machine. Refer to the *Quick Reference Guide* for information on the software included on the CD-ROM.

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