

Set-Up Instructions

for the Machine

READ THIS FIRST

Thank you for purchasing Canon Color imageCLASS MF8170c.

To get your machine ready for use, please follow the instructions in this document before referring to any other documentation.

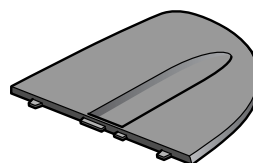
1

Unpack the machine and its components.

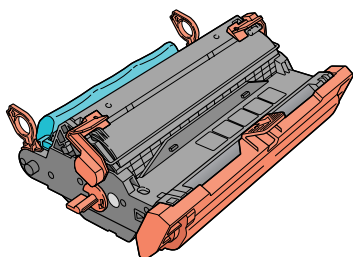
Check that you have the following:



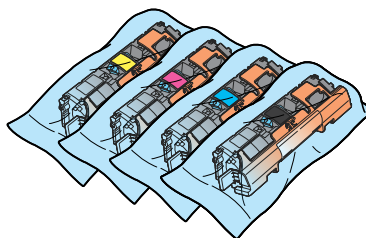
• Machine



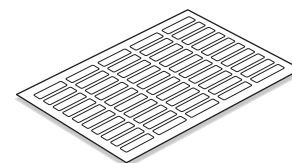
• Document feeder tray



• Drum cartridge



• Toner cartridges
(Yellow, Magenta, Cyan, Black)



• Destination labels

- Power cord
- Telephone cable
- USB cable

- Manuals (Set-Up Instructions for the Machine, Set-Up Instructions for Networking and Printing, Basic Guide, Facsimile Guide)
- User Software CD
- Registration Card
- Limited Warranty Note
- Limited Warranty Note for EP-87 Cartridges



NOTE

- For the list of software included in the User Software CD, see the *Set-Up Instructions for Networking and Printing*.
- A network cable is not included.

2

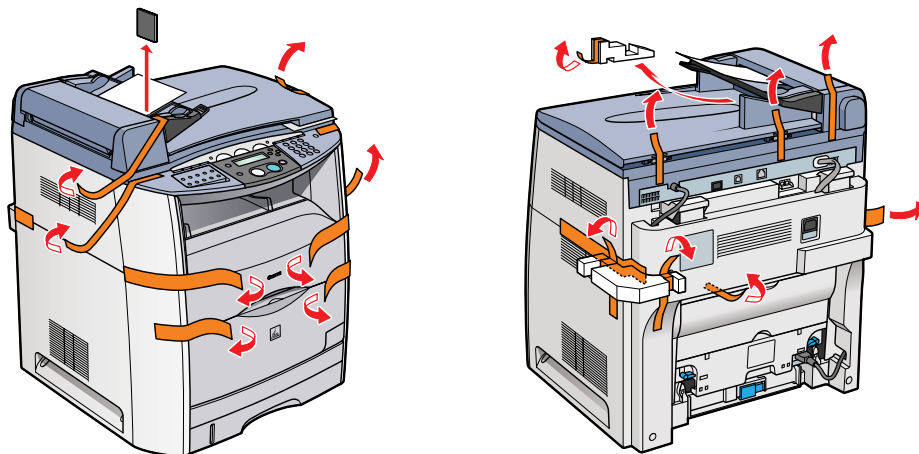
Remove the shipping materials.



IMPORTANT

- For important safety instructions on installation and handling of the machine, see “Important Safety Instructions” in the *Basic Guide*.

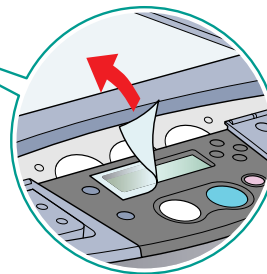
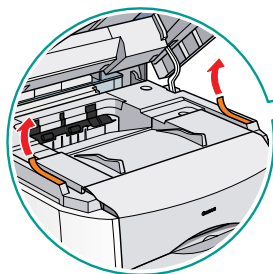
1 Remove all the shipping tape and foam blocks on the outside of the machine.



2 Open the document feeder and remove the protective sheet inside.



3 Lift the platen glass cover and remove the tape and protective sheets on the platen glass.



4 Remove the clear protective sheet on the LCD display.

5 Lift the scanning platform and remove the tape under it. Lower the platform carefully.

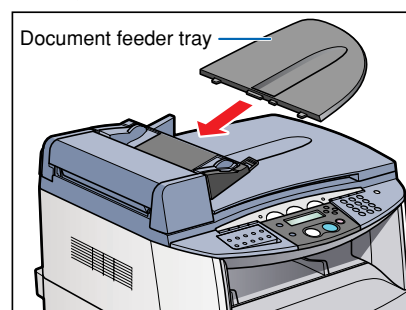


IMPORTANT

- Be careful not to catch your hand when lowering the scanning platform as it may lead to personal injury.

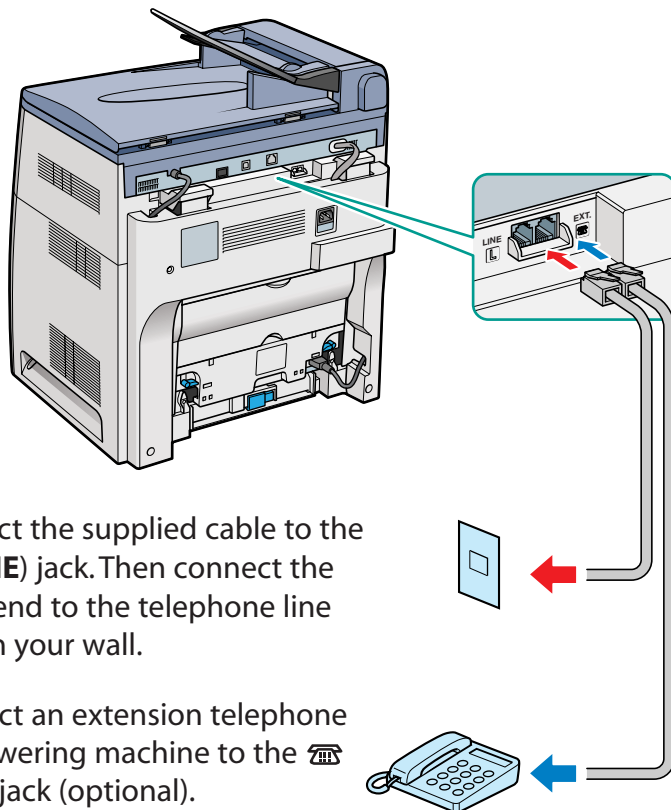


6 Attach the document feeder tray on the document feeder.



3

Connect the telephone cable.



- 1 Connect the supplied cable to the **L (LINE)** jack. Then connect the other end to the telephone line jack on your wall.
- 2 Connect an extension telephone or answering machine to the **EXT.** jack (optional).

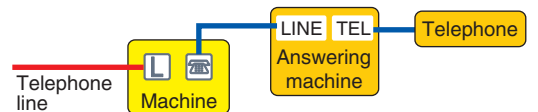
Connect external devices as follows:

- = External device jack
- = Telephone line jack

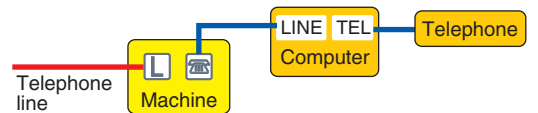
• Telephone or answering machine



• Telephone and answering machine



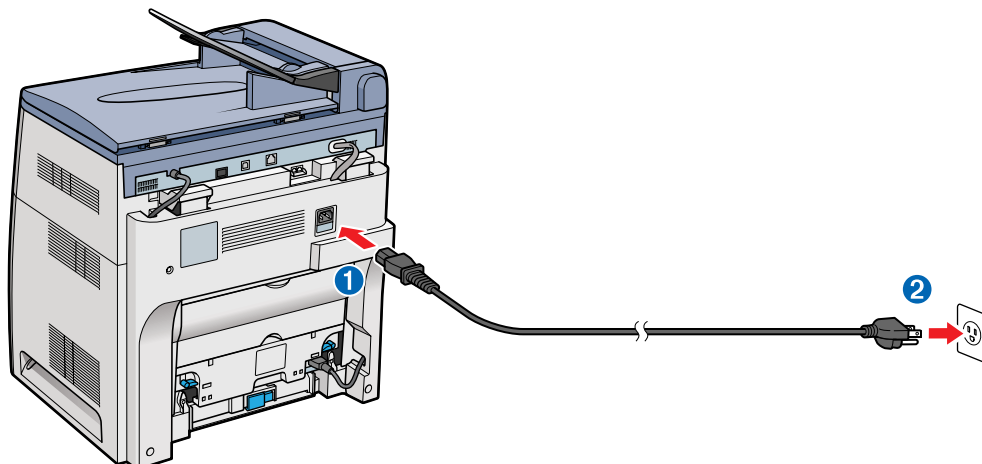
• Built-in computer modem and telephone



4

Connect the power cord.

- 1 Plug the power cord into the rear socket ❶. Then connect the other end to the wall outlet ❷.



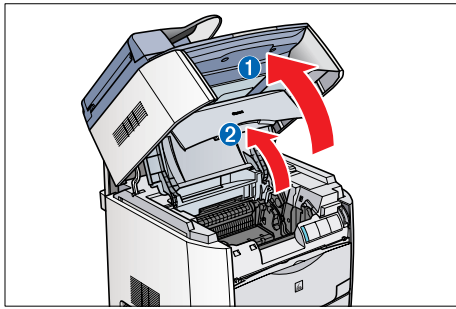
NOTE

- The machine does not have a power switch.

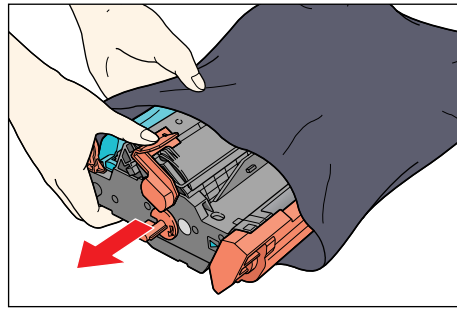
- 2 The LCD displays **INSTALL Y/M/C/K CARTRIDGE** and **SUPPLY REC. PAPER**. The LCD returns to the standby display when the drum and toner cartridges are installed and the recording paper loaded in the machine (as described in the following steps).

5

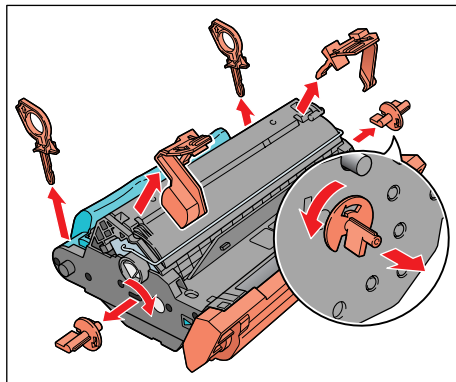
Install the drum cartridge.



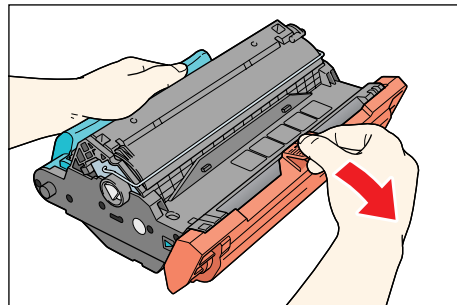
1 Lift the scanning platform ①, and open the cartridge cover ②.



2 Remove the drum cartridge from the bag. Keep the bag for storing the cartridge when the machine needs maintenance.



3 Remove the shipping materials.

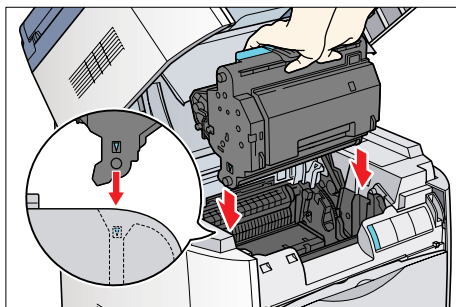
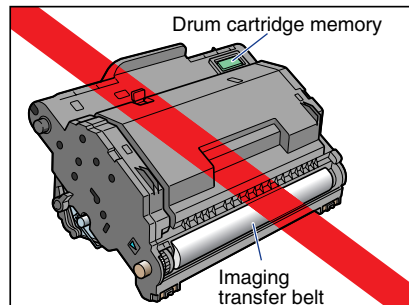
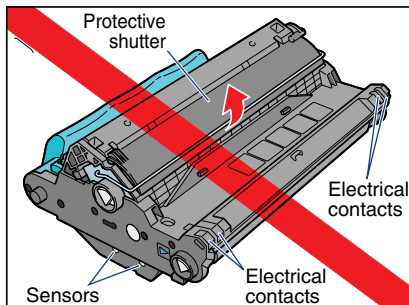


4 Remove the protective cover.

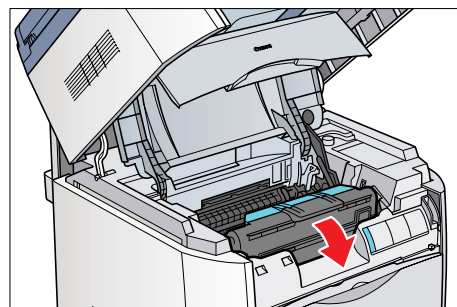


IMPORTANT

- Do not open the protective shutter or touch the sensors, electrical contacts, cartridge memory or imaging transfer belt on the drum cartridge.



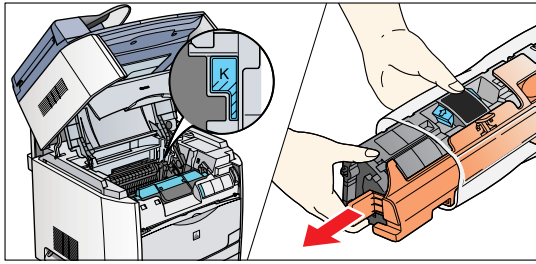
5 Hold the cartridge by the green handle and insert it in the machine as far as it will go.



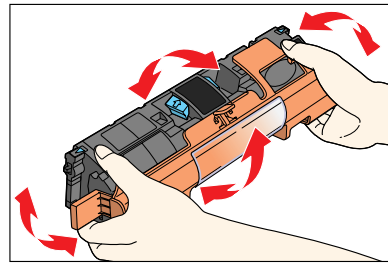
6 Pull down the handle to set the cartridge in place. Do not close the cartridge cover at this point.

6

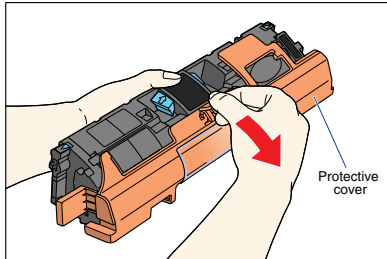
Install the toner cartridges.



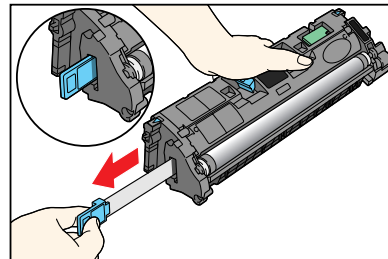
1 Check the color marking on the cartridge receptacle in the machine. Remove the toner cartridge of the same color from the bag.



2 Rock the cartridge several times to distribute toner inside.



3 Remove the protective cover.

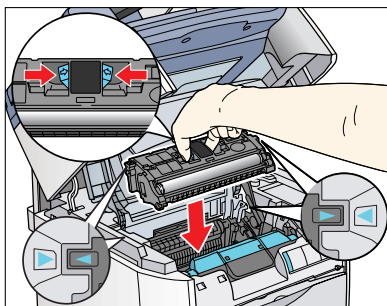
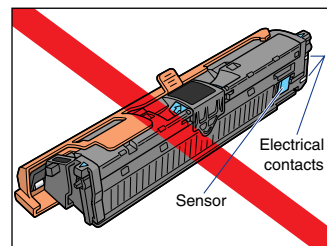
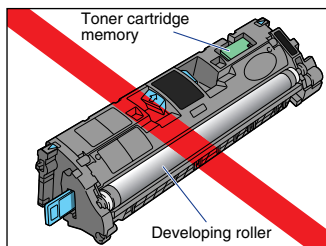


4 Hold the cartridge on a flat stable surface with one hand, and pull out the seal completely with the other hand.

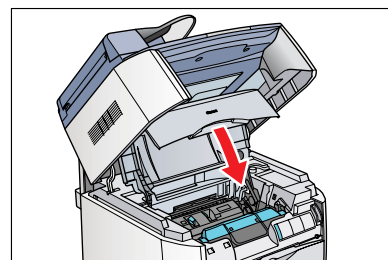


IMPORTANT

- Do not touch the developing roller, sensors, electrical contacts or cartridge memory on a toner cartridge.



5 Hold the cartridge as shown and insert it in the machine as far as it will go.



6 Close the cartridge cover and wait for the cartridge cradle to rotate and stop, and then open the cover again.

7 Repeat steps **1** to **6** above until all four toner cartridges are installed. Then close the cartridge cover and lower the scanning platform.



NOTE

- If an empty cartridge receptacle does not appear, close the cartridge cover and follow the steps below:

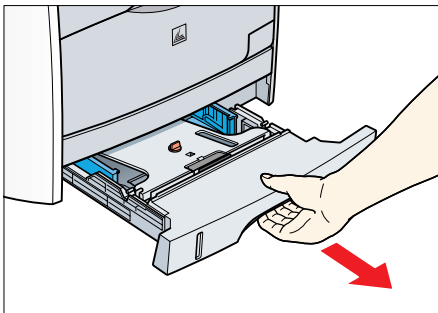
1 Press [Menu] on the control panel → ◀ or ▶ to select <10.MAINTENANCE> on the LCD → press [Set].

2 Press ◀ or ▶ to select <1.CHANGE CARTRIDGE> → press [Set] → <5.ALL COLORS> → [Set].

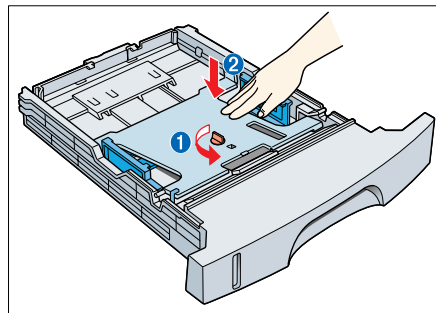
3 Open the cartridge cover and install the remaining cartridges one by one. The cartridge receptacles should appear in this order: Y → M → C → K.

7

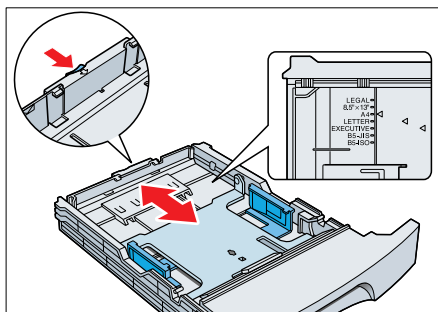
Load paper.



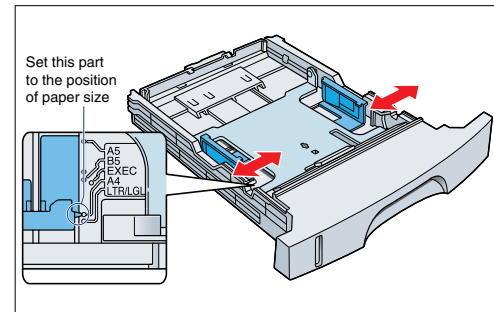
1 Pull out the paper cassette completely.



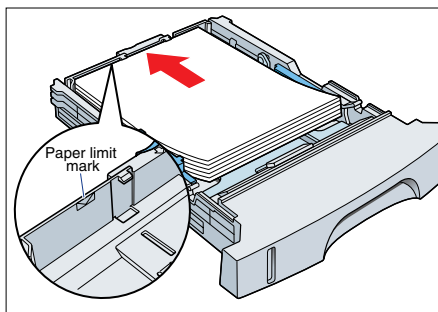
2 Turn and pull out the shipping material ①, and press the inner plate ② to set it on the bottom.



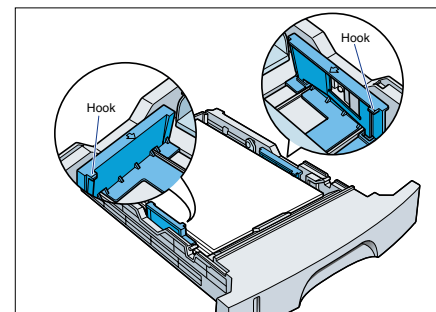
3 Pinch and slide the blue rear paper end guide to match the size of paper.



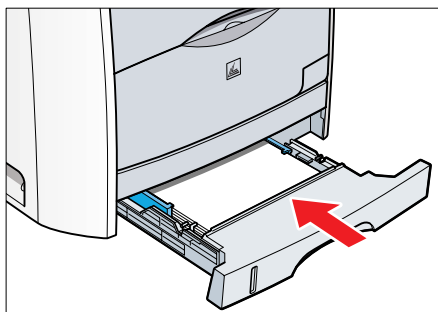
4 Pinch and slide the blue side paper end guides to match the size of paper.



5 Load the paper into the cassette. Make sure the stack height does not exceed the limit mark.



6 Press down the paper stack to make sure the side edges of the stack sit below the hooks.



7 Insert the paper cassette back into the machine as far as it will go.



NOTE

- If you do not completely insert the cassette into the machine, paper jams may occur.
- Make sure the correct paper size is specified in the machine. For details, see Chapter 2, "Paper Handling," in the *Basic Guide*.

8

Set the basic fax settings.



IMPORTANT

- Before sending a fax, you **MUST** register the current date and time, fax number, and unit name in the machine.

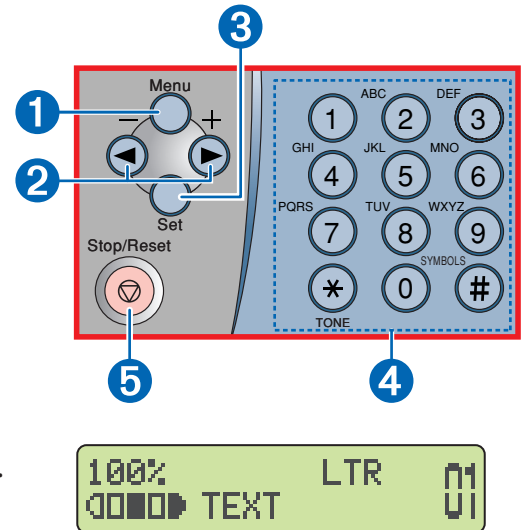


NOTE

- For details on setting up the machine for the fax function, see the *Facsimile Guide*.
- For details on how to input characters, see Chapter 2, "Registering Information in Your Machine," in the *Facsimile Guide*.

Setting the Current Date and Time:

- 1 Press [Menu] ① → ◀ or ▶ ② to select <8.TIMER SETTINGS> on the LCD → press [Set] ③.
- 2 Press ◀ or ▶ ② to select <1.DATE/TIME SETTING> → press [Set] ③.
- 3 Press ◀ or ▶ ② to select the month, day, year, and time → enter the current date and time using the numeric keys ④.
- 4 Press [Set] ③ → [Stop/Reset] ⑤ to return to the standby display.



Setting the Basic Fax Settings:

- 1 Press [Menu] ① → ◀ or ▶ ② to select <4.FAX SETTINGS> → press [Set] ③.
- 2 Press ◀ or ▶ ② to select <1.RECEIVE MODE> → press [Set] ③.
- 3 Press ◀ or ▶ ② until the desired receive mode appears → press [Set] ③.

You can select from the following:

FaxOnly:

If you use your machine to receive only faxes.

Fax/Tel:

When an extension telephone is connected to the machine as an external device, the machine automatically switches between faxes and voice calls. Voice calls must be answered on the extension telephone connected to the machine to prevent interference from the fax tone.

AnsMode:

If you want to receive faxes automatically and route voice calls to an answering machine connected to the machine as an external device.

DRPD:

To distinguish between fax and voice calls by using Distinctive Ring Pattern Detection.

Manual:

When an extension telephone is connected to the machine, you can receive faxes by pressing [B&W Start] before hanging up the extension telephone.

NOTE

- The DRPD mode requires subscription to a DRPD service. For more information, contact your local telephone company.

- 4 Press ◀ or ▶ 2 to select <2.USER SETTINGS> → press [Set] 3.
- 5 Press ◀ or ▶ 2 to select <1.TEL LINE SETTINGS> → press [Set] 3.
- 6 Press ◀ or ▶ 2 to select <1.UNIT TEL NUMBER> → press [Set] 3.
- 7 Enter your fax number using the numeric keys 4 → press [Set] 3.
- 8 Press ◀ or ▶ 2 to select <2.TEL LINE TYPE> → press [Set] 3.
- 9 Press ◀ or ▶ 2 to select <TOUCH TONE> or <ROTARY PULSE> → press [Set] 3.
- 10 Press [Menu] 1 to go back one level → ◀ or ▶ 2 to select <2.UNIT NAME> → press [Set] 3.
- 11 Enter the unit name using the numeric keys 4 → press [Set] 3.
- 12 Press [Stop/Reset] 5 to return to the standby display.

9

Congratulations! You have now completed the machine setup.

Where to go from here...

Once you have completed all steps in this document, see the *Set-Up Sheet for Networking and Printing* to set up the machine for use in a network and to install driver software.

For basic operations of all functions of your machine, see the *Basic Guide*.

For details on sending and receiving faxes, see the *Facsimile Guide*.

For information on the driver software, see the *Software Guide* (included in the User Software CD).

For details on the network function of the machine, see the *Network Guide* (included in the User Software CD).

For information on remotely monitoring and controlling machine functions through a network, see the *Remote UI Guide* (included in the User Software CD).

NOTE

- Remember to register your machine to ensure product support. The serial number is located on the back of the machine.

For installation help and operational instructions, call us at:
1-800-828-4040
U.S.A. CUSTOMERS

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