Canon

FAQ Guide

imageRUNNER ADVANCE **C5560i/C5550i C5540i/C5535**i

Please read "Important Safety Instructions" before operating this product. ⇒P.38

After you finish reading this guide, store it in a safe place for future reference.

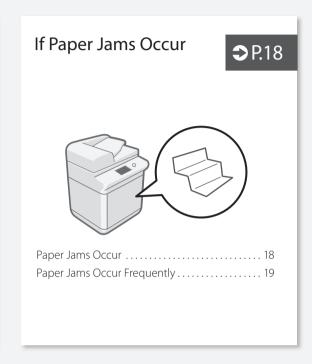
The information in this document is subject to change without notice.



What is Your Question?

Contents

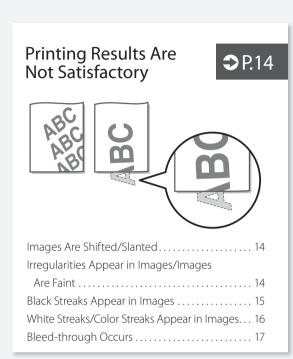
What's Your Problem?

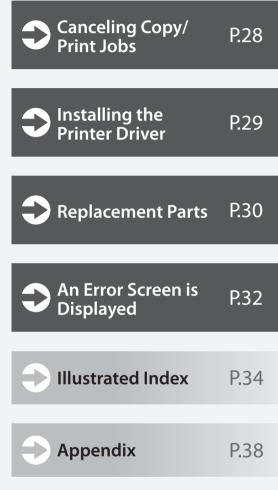












Do You Want to

Know More?

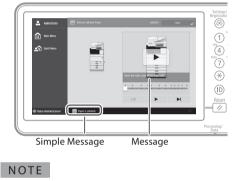


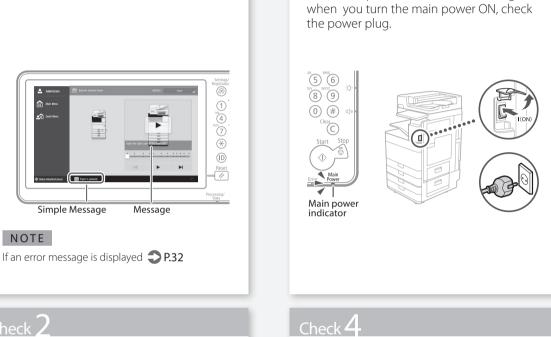
P.43

The Machine Does Not Operate

Check the Following First

Is a message displayed on the touch panel display?

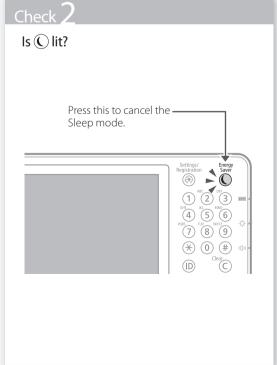


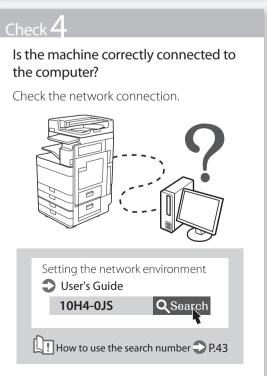


Check $\overline{3}$

Is the main power indicator Off?

If the main power indicator does not light





The Machine Does Not Respond to the Computer

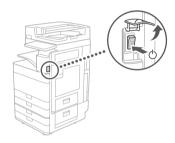
Solution

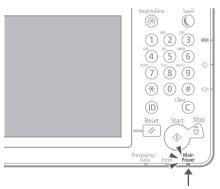
Restart the machine.

1. Press the main power switch to turn off the machine.

CAUTION!

Note that turning OFF the machine deletes the data that is waiting to be printed.





- **2.** Check that the main power indicator has turned off.
- **3.** Wait 10 seconds or more and press the power switch again.

Solution 2

Install the printer driver again.

NOTE

For more information **P.29**

Solution 3

Set the IP address again.



The Authentication Screen (Logon Screen) Is Displayed and You Cannot Go Further

Solution

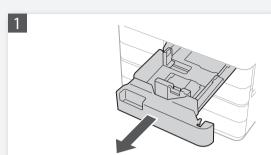
Log on to the machine using a registered user ID.

To continue the operation when the authentication screen (logon screen) is displayed, it is necessary to log on with a registered user ID.

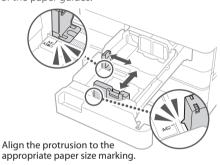


How to Load Paper

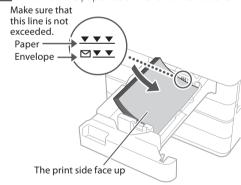
Loading Paper in the Paper Drawer 1



2 Slide the light blue knobs to adjust the positions of the paper guides.



First fan the paper stack well and then load it.



Place the paper drawer back into the machine.

CAUTION!

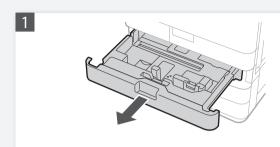
Be careful not to get your fingers caught between the paper drawer and the machine.

<u>POINT</u>

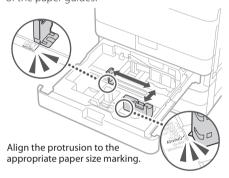
When you have changed the paper size, replace the paper size label with an appropriate one, as necessary. ? P.34

When you have loaded a different type of paper than the preset one, be sure to change the paper type setting. ? P.7

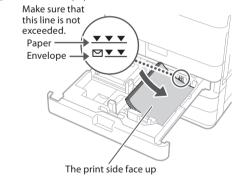
Loading Paper in the Paper Drawer 2



2 Slide the light blue knobs to adjust the positions of the paper guides.



First fan the paper stack well and then load it.



4 Place the paper drawer back into the machine.

CAUTION!

Be careful not to get your fingers caught between the paper drawer and the machine.

POINT

When you have changed the paper size, replace the paper size label with an appropriate one, as necessary. **? P.34**

When you have loaded a different type of paper than the preset one, be sure to change the paper type setting.

P.7

For available paper, see the following.

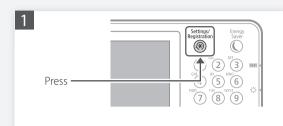
Specifications

10H4-0KL

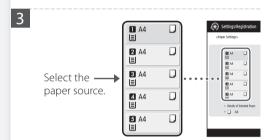


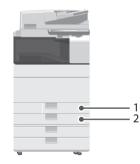
How to use the search number P.43

When You Have Loaded a Different Type of Paper than the Preset One



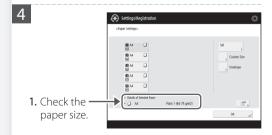
Press [Preferences] ▶ [Paper Settings] ▶ [Paper Settings] on the touch panel display.





POINT

Any paper source other than 1 and 2 is optional. For more information User's Guide



POINT

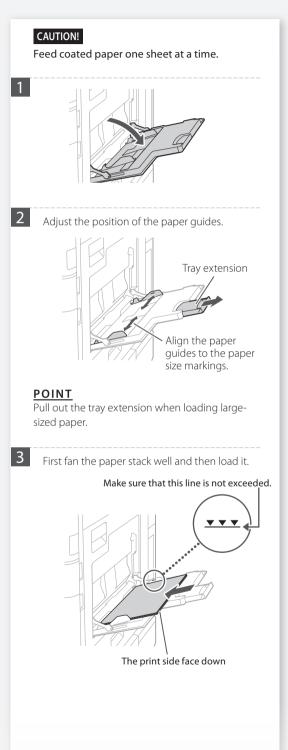
If the displayed paper size is different from the loaded paper size, adjust the paper guides.

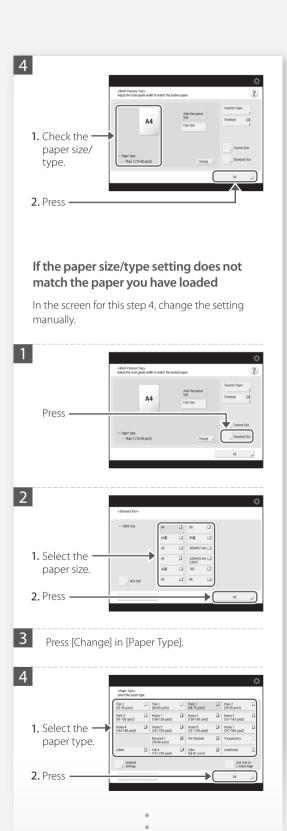
2. Press [Set].



How to Load Paper

Loading Paper in the Multi-Purpose Tray





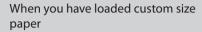
For available paper, see the following.

Specifications

10H4-0KL



How to use the search number P.43



Specify the paper size manually.

Specifying free size paper (custom size paper) User's Guide

10H4-02E



How to use the search number > P.43

Printing on the back side of printed paper

- 1. Load paper in the multi-purpose tray the print side face down.
- 2. In the [Paper Type] selection screen, press [2nd Side of 2-Sided Page].

CAUTION!

For this operation, paper can only be loaded in the multi-purpose tray.

POINT

You can use only paper printed with this machine.

How to Load Paper

Loading Paper with Printed Logos

Refer to the table below to load paper with printed logos.

Example: When printing on A4 size paper

Orientation		
Paper Drawer 1/Paper Drawer 2 * Paper drawer 2 is taken as example.	Multi-Purpose Tray	Printing result
Paper Drawer	Multi-Purpose Tray	ABC
		ABC
* Can be loaded only in paper drawer 2.		ABC
* Can be loaded only in paper drawer 2.	Co tital	ABC

NOTE

When copying to paper with printed logos Duser's Guide

NOTE

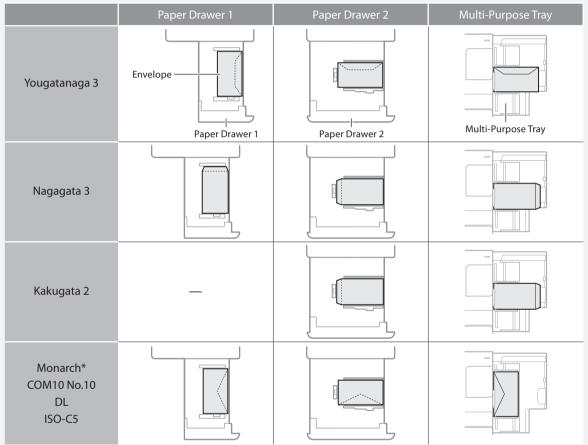
Basic Paper Loading Operations

- For paper drawer **?** P.6
- For multi-purpose tray **?** P.8

Loading Envelopes

CAUTION!

- You can load envelopes in the paper drawer or multi-purpose tray.
- Do not use envelopes that have glue attached to their flaps, as the glue may melt due to the heat and pressure of the fixing unit.
- Do not print on the reverse side of the envelopes (the side with the glued areas).
- For the paper drawer, load envelopes the front side face up, and for the multi-purpose tray, load them the front side face down. For the loading orientation, see the table below.



* You cannot load the envelops in the paper drawer 1.

Preparation before Loading Envelopes

Take five or so pieces of envelopes, fan them well to eliminate curls, and level the stack flat.





Press the stack along the four side edges.

To prevent the sealing edge of the seal flap from floating from the body of the envelope, press the envelope in the four corners and expel the air.





How to Load Paper

When loading envelopes in the multipurpose tray

Check the orientation of the stack of envelopes, and load it in the multi-purpose tray.

NOTE

Basic Handling Operations for the Multi-Purpose Tray **? P.8**

Additi Propose Trappe Adjust to the goods with the builded paper.

Adjust to take goods with the nutit the builded paper.

Free Size

Free Size

- Paper Trap

- Paint 2 (Red 50 glad)

Change: , , Standard Size

OK ,

Select the orientation and type of envelopes.

Select the orientation and type of envelopes.

4 Press [OK].

Loading custom size envelopes

You can load custom size envelopes only in the multi-purpose tray.

Making Settings for Custom Size Envelopes User's Guide

10H4-02E Q Search

How to use the search number P.43

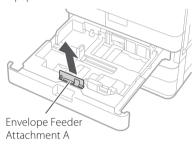
When loading envelopes in the paper drawer

In the following, the operations that are common to paper drawers 1 and 2 are described by taking drawer 2 as example.

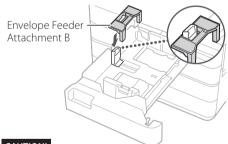
1 Attach the Envelope Feeder Attachment to the paper drawer.

Attaching to paper drawer 1

1. Remove the Envelope Feeder Attachment A stored in paper drawer 2.



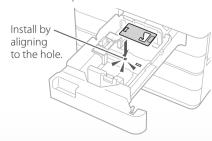
2. Open the paper drawer 1, and attach the Envelope Feeder Attachment B to the left paper guide.



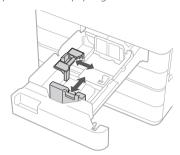
CAUTION!

When loading ISO-C5, it is not necessary to attach the Envelope Feeder Attachment B. Proceed to step 3.

3. Attach the Envelope Feeder Attachment A.

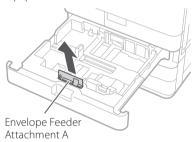


4. Adjust the position of the paper guides.

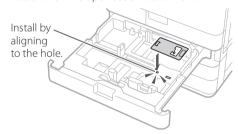


Attaching to paper drawer 2

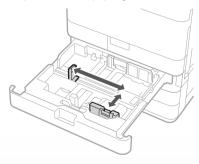
1. Remove the Envelope Feeder Attachment A stored in paper drawer 2.



2. Attach the Envelope Feeder Attachment A.



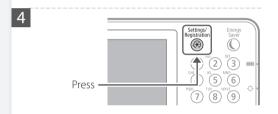
3. Adjust the position of the paper guides.



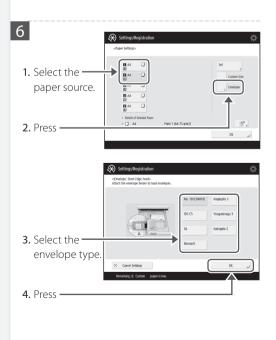
2 Load the envelopes.

The front side of the envelopes face up

3 Insert the paper drawer into the machine.



Press [Preferences] ▶ [Paper Settings] ▶ [Paper Settings] on the touch panel display.

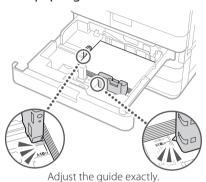


Printing Results Are Not Satisfactory

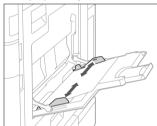


Images Are Shifted/Slanted

Adjust the paper guides.



Multi-purpose tray



A

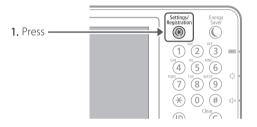
Irregularities Appear in Images/Images Are Faint

Solution

The paper may have absorbed moisture. Replace it with paper that has not absorbed moisture.

Solution 2

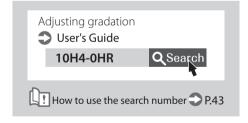
Perform gradation adjustment.



2. Press [Adjustment/Maintenance] ▶ [Adjust Image Quality] ▶ [Auto Adjust Gradation] on the touch panel display.

Follow the instructions in the screen to perform gradation adjustment.

For more information, see the User's Guide.



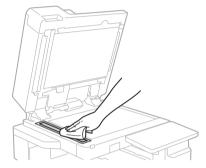


Black Streaks Appear in Images

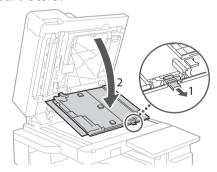
Solution

Clean the document feed scanning areas.

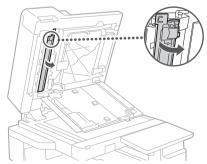
- **1.** Turn OFF the machine, and unplug the power plug from the AC power outlet.
- 2. Open the feeder, and clean the lower side document feed scanning area using the supplied glass-cleaning sheet.



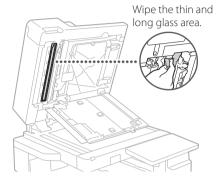
3. Open the cover.



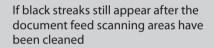
4. Open the inner cover.



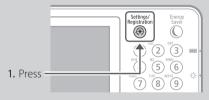
5. Wipe the original scanning area.



- 6. Close the cover and inner cover
- 7. Close the feeder.
- **8.** Insert the power plug into the power outlet, and turn the power ON.



Perform feeder cleaning.



2. Press [Adjustment/Maintenance] ► [Maintenance] ► [Clean Feeder] ► [Start] the touch panel display.

POINT

It takes approximately 20 seconds to clean the feeder.

Printing Results Are Not Satisfactory

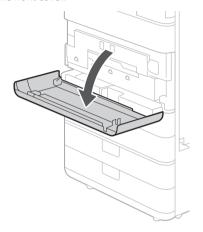


White Streaks/Color Streaks Appear in Images

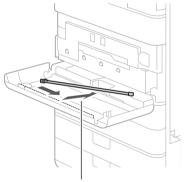
Solution

Cleaning the dust-proof glass.

- **1.** Turn the power OFF, and remove the power plug from the power outlet.
- 2. Open the front cover.

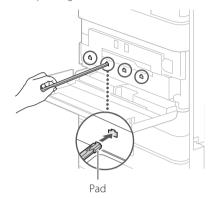


3. Take out the cleaning stick.



Slide the stick to the right to take it out.

4. Insert the cleaning stick into the hole with the pad on its tip facing down.



5. Insert the cleaning stick in until it hits the bottom of the hole, and gently move it back and forth.

CAUTION!

Insert the cleaning stick into all four holes to clean them.

- **6.** Put the cleaning stick back in the original location, and close the front cover.
- 7. Insert the power plug into the power outlet, and turn the power ON.



Bleed-through Occurs

Solution

Set the type of original properly.

If bleed-through is observed with the copy result, setting the type of original can improve the problem, giving a neat copy.



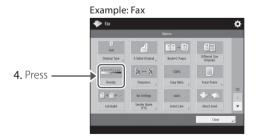
- 2. Press [Copy] ▶ [Options] ▶ [Original Type].
- 3. Press [Text/Photo (BleedReduce)].
- 4. Press [OK].

Solution 2

Set a lower background density.



- 2. Select the function on the touch panel display.
- 3. Press [Options].





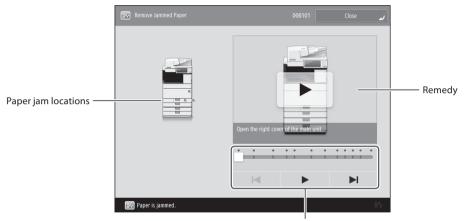
6. Press [OK] ▶ [OK].

If Paper Jams Occur

Paper Jams Occur

If paper jams occur, a screen like the following appears on the touch panel display.

Follow the instructions in the screen to remove the jammed paper.



Use these buttons and bar to operate the video.

POINT

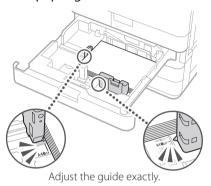
The screen disappears once all the jammed paper is removed and all the machine's covers and drawers are closed correctly.



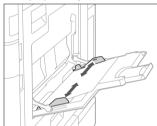
Paper Jams Occur Frequently

Solution

Adjust the paper guides.



Multi-purpose tray



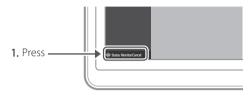
Solution $\frac{1}{2}$

Check the paper feed.

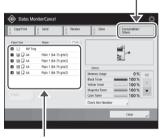
If paper jams occur due to overlapping of sheets of paper when being fed, reload the paper by changing the orientation.

Solution 3

Check the paper type setting.



2. Press -



- **3.** If the paper type setting does not match the loaded paper, change the setting.
 - For paper drawer **?** P.6
 - For multi-purpose tray **?** P.8
 - For optional paper sources **User's Guide**

Solution 4

Remove paper fractures.

If you forcibly remove the jammed paper, torn scraps of paper may remain in the main unit or optional devices. If paper tears, check that there are no scraps of paper inside and try to remove all of the scraps (Do not try to pull out the jammed paper forcibly).

Loading Paper or Paper Settings Cannot Be Done Successfully

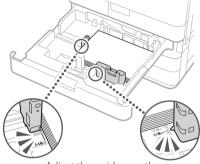


Paper Is Not Fed

Solution

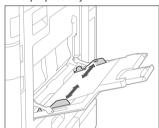
Open the paper source to check whether paper has been loaded properly.

Adjust the paper guides



Adjust the guide exactly.

Multi-purpose tray



- Check if the paper is sticking together.

 First fan the paper stack well and then load it.
- Check whether the appropriate paper has been loaded in the paper source.
 For available paper, see the following.

For available paper, see the following.

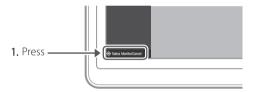


- Remove the excess amount of paper.
 Make sure that the paper stack does not
 - exceed the load limit line (\mathbf{Y}).
- Load paper of the same size and same type in the same paper source.

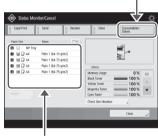
You cannot load paper of different sizes or different types in one paper source.

Solution 2

Check the paper type setting.



2. Press -



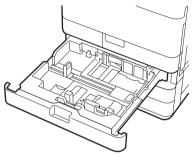
- 3. If the paper type setting does not match the loaded paper, change the setting.
 - For paper drawer **?** P.6
 - For multi-purpose tray **?** P.8
 - For optional paper sources Duser's Guide



If the "Load paper." Message Is Displayed

Solution

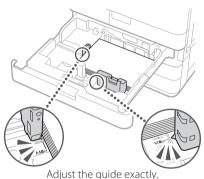
Replenish paper.



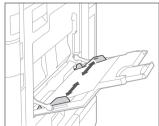
If the paper source is vacant, replenish paper.

Solution 2

Adjust the paper guides.



Multi-purpose tray

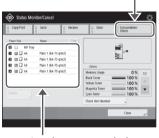


Solution 3

Check the paper type setting.



2. Press -



- **3.** If the paper type setting does not match the loaded paper, change the setting.
 - For paper drawer **?** P.6
 - For multi-purpose tray **?** P.8
 - For optional paper sources Duser's Guide

Solution 4

Make sure that the paper size setting matches the size of the loaded paper.

1. Check the paper Size in the [Printing Preferences] screen of the printer driver.



2. Load paper of the size matching the paper size setting.

POINT

To print on paper of a size not matching the paper size setting, set [Output Size] for the size of that paper.

Loading Paper or Paper Settings Cannot Be Done Successfully



Printing Cannot Be Performed on the Expected Side of Paper



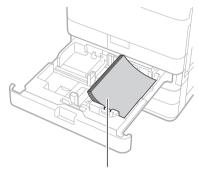
Printing Cannot Be Performed with the Expected Size

Solution

Load paper in the correct orientation and with the correct side face up/down.

1. Check the loaded paper for correct orientation and correct printing side.

Paper Drawer



The print side face up

Multi-Purpose Tray



The print side face down

NOTE

For optional paper sources User's Guide

2. If the check result indicates that the paper is not loaded correctly, reload the paper correctly.

Solution

Make sure that the paper size setting matches the size of the loaded paper.

1. Replace the loaded paper with paper of the size you want to print.

POINT

If you want to print on the loaded paper, skip this step 1.

Change the printer driver's setting of [Output Size] so as to match with the paper to be printed on.





In Two-Sided Printing, the Print Direction Differs between the Front and Back Sides of the Paper

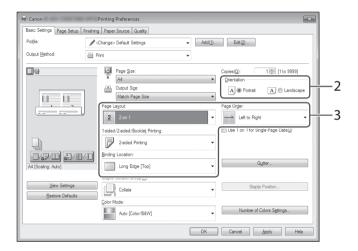
Solution

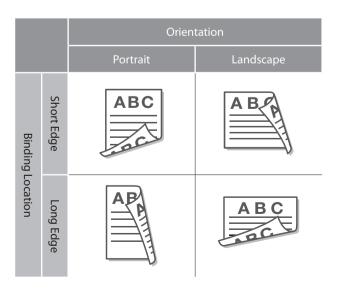
Make settings for two-sided printing.

- 1. In the application's print setting screen, select the print direction.
- 2. In the [Printing Preferences] screen of the driver, set [Orientation] for the direction selected in step 1.
- 3. While viewing the preview image, make settings in the order of: [Page Layout] | Page Order]* | [1-sided/2-sided/Booklet Printing] | [Binding Location].

POINT

*: [Page Order] is only displayed when you set [Page Layout] to [2 on 1] or other option for printing multiple pages on one physical.





Scan/Fax Cannot Be Performed Successfully

If You Cannot Send Documents to a Server Using [Scan and Send]

Solution

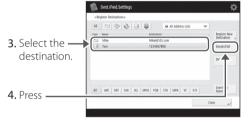
Check the server information.

If you have updated something including the login password for the server (computer), change the information registered to the address book/one-touch buttons.



2. Press [Dest./Fwd. Settings] ▶ [Register Destinations] on the touch panel display.

Example: Address book





POINT

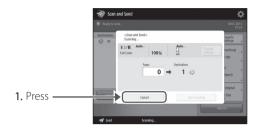
To check the connection after changing the registered information, press [Check Connection].

NOTE

For more information **P.25** "To change registered information"

Stopping Scanning/Faxing

To stop the paper feed



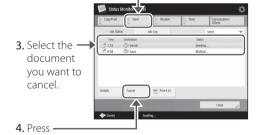
2. Press [Yes].

POINT

You can also stop the paper feed by pressing on the control panel.

To cancel the sending of scanned data

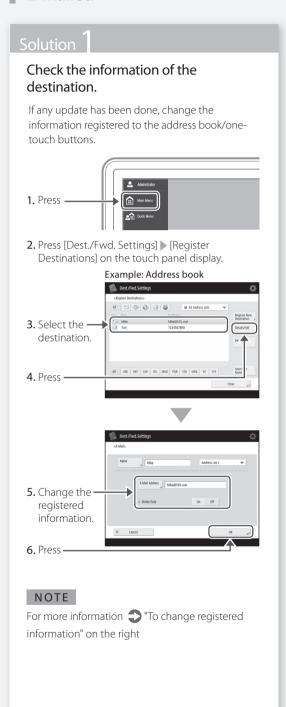


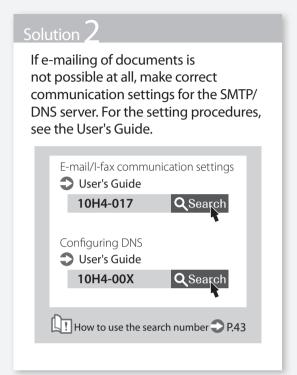


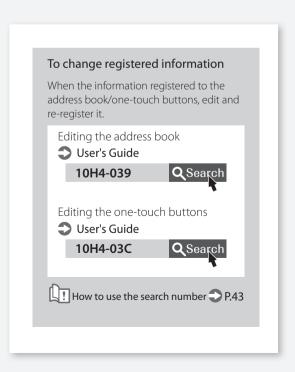
5. Press [Yes].

2. Press -

Scanned Documents Cannot Be E-Mailed







Scan/Fax Cannot Be Performed Successfully

If You Cannot Send/Forward Faxes

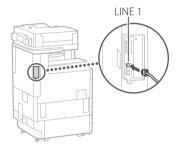
If no faxes can be sent

Check if the telephone line is not connected to a wrong location.

1. Call the destination fax number from this machine.

If no beep (dial tone) is heard

The modular cable (the telephone line for faxing) is not connected or is plugged into a wrong connector. Check the modular cable, and plug it into the appropriate connector.



If audio guidance is heard or if the machine cannot be connected to the destination fax number (no fax dial tone is heard)

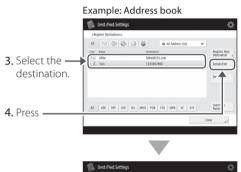
There may be a problem with the destination or your telephone carrier. Contact the destination.

If you cannot forward faxes

Check the information of the forwarding destination registered to the address book/one-touch buttons. If anything is wrong with the information, correct it.



2. Press [Dest./Fwd. Settings] ▶ [Register Destinations] on the touch panel display.





NOTE

For more information **P.25** "To change registered information"

If you are using an optical line or IP telephone line

Communication errors may occur depending on the line quality.

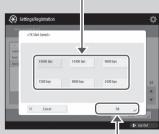
For more information, contact your telephone carrier.

Reduce the fax transmission speed.

Reducing the fax transmission speed may result in a communication error reduction.



- Press [Function Settings] > [Send]
 [Fax Settings] on the touch panel display.
- 3. Press [TX Start Speed].
- **4.** Select a slower speed than the current



5. Press -

POINT

You can also set the transmission speed from the preferences for the address book or one-touch buttons. For more information User's Guide

If You Cannot Receive Faxes

Solution

Delete unnecessary documents in the memory to increase the free space.



2. Press [Fax/I-Fax Inbox] ▶ [Memory RX Inbox] ▶ [Memory RX Inbox] on the touch panel display.

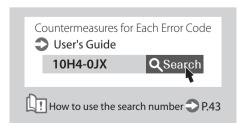


5. Press [Yes].

Solution 2

Find the remedy using the number that follows the letter "#."

If sending or receiving of a fax fails, a number following "#" (error code) is displayed on the touch panel display or in the communication management report. You can find the remedy using the error code.



Canceling Copy/Print Jobs

Canceling a Copy Job

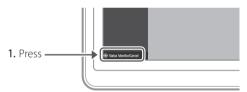
To stop the paper feed



POINT

You can also stop the paper feed by pressing on the control panel.

To cancel a copy job waiting to be output



2. Select [Copy] from the drop-down list. -





5. Press [Yes].

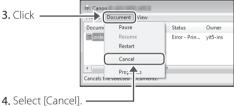
Canceling a Print Job

For Windows OS

1. In the computer screen, double-click the printer icon.



2. Select the file you want to cancel.



- 5. Click [Yes].

For Mac OS

1. In the computer screen, click the printer icon on the Dock.



- 2. Select the file you want to cancel.
- 3. Click [Delete].

Installing the Printer Driver

Installing the Printer Driver

Using the User Software CD-ROM

By using the User Software CD-ROM supplied with the machine, you can install the printer driver on your computer with ease.



POINT

For details of printer driver installation, see the Driver Installation Guide included on the User Software CD-ROM.

Downloading from the Canon website

You can download the latest printer driver from the Canon website (http://www.canon.com/).



POINT

For details of printer driver installation, see the Driver Installation Guide. The Guide can be downloaded from, or viewed on, the same page of the Canon website as for the printer driver.

Latest OS support information

See the Canon website (http://www.canon.com/).

If a printer driver for this machine is already installed on your computer

Depending on your system environment, it is necessary to uninstall the old driver and install the new one. For the uninstallation procedure, see the Driver Installation Guide.

Replacement Parts

Replacing Consumables by Referring to a Motion Video

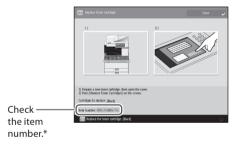
When a consumable used in the machine is nearing the time for replacement, a screen prompting you to replace it appears on the touch panel display. Replace the consumable in guestion by referring to the screen.



POINT

Depending on the condition of the consumable, a screen like the one shown under step 2 may appear first.

2 Prepare the consumable.



* This is an item number identifying a Canon genuine consumables. For high quality printouts, we recommend that you use Canon genuine consumables.

NOTE

List of Consumables P.31

To check the item number of a consumable in the normal operation screen

- 1. Press on the touch panel display.
- 2. Check [Consumables/ Others] ▶ [Check Item Name] on the touch panel display.

Replace the consumable by referring to the screen.



POINT

The screen and messages may vary depending on the consumable.

List of Consumables

Туре	ltem number	Replacement procedure If video guidance does not help you understand the replacement procedure, see the User's Guide
Toner Cartridge	Canon genuine toner cartridge. • Canon NPG-71 Toner Black • Canon NPG-71 Toner Cyan • Canon NPG-71 Toner Magenta	Replacing the Toner Cartridge User's Guide 10H4-0H5 Q Search
	 Canon NPG-71 Toner Yellow Canon NPG-71L Toner Cyan* Canon NPG-71L Toner Magenta* Canon NPG-71L Toner Yellow* 	How to use the search number P.43
Stamp Cartridge	* Not available in some regions. Stamp Ink Cartridge-C1 This can be used with the following options. • Stamp Unit-B1*	Replacing the Stamp Cartridge User's Guide 10H4-0H7 Q Search How to use the search number P.43
Staple	Staple-P1 This can be used with the following options. • Staple Finisher-Y1 • Booklet Finisher-Y1 • Inner Finisher-H1	Replacing the Staples User's Guide 10H4-0H8 Q Search
	Staple Cartridge-Y1 This can be used with the following options. Booklet Finisher-Y1	How to use the search number P.43

 $^{{\}rm *Depending\ on\ the\ machine\ you\ are\ using,\ the\ Stamp\ Unit-B1\ is\ standard-equipped.}$

CAUTION!

- Avoid storing toner cartridges vertically.
- Store toner cartridges in a cool place, not exposed to direct sunlight. A preferable environment is one where temperature is not higher than 30°C and humidity is not higher than 80%.

[Be careful of counterfeit toners]

Please be aware that there are counterfeit Canon toners in the marketplace. Use of counterfeit toner may result in poor print quality or machine performance. Canon is not responsible for any malfunction, accident or damage caused by the use of counterfeit toner.

For more information, see canon.com/counterfeit.

For optimum print quality, using Canon genuine Toner, Cartridge and Parts is recommended.



An Error Screen is Displayed

An Error Message Is Displayed

If an error occurs during scanning or printing or if a problem occurs with network connection or setting, a message is displayed on the touch panel display or the Remote UI.

Touch Panel Display



Remote UI



For the meaning of each message and a remedy to take, see the User's Guide.



If the "Contact your service representative" Message Is Displayed

When the machine ceases to operate normally due to a trouble, a message appears, asking you to contact the service representative. Perform the following procedure.



1 Restart the machine.

Press the power switch to turn OFF the machine. When 10 or more seconds have elapsed after the main power indicator turned off, turn ON the machine again.

CAUTION!

Note that turning OFF the machine deletes the data that is waiting to be processed.

- If the message does not disappear, follow the procedure below to contact the service representative.
 - 1. Make a note of the error code number displayed on the screen.



- 2. Turn the machine OFF, and disconnect the power plug from the power outlet.
- 3. Contact the service representative.

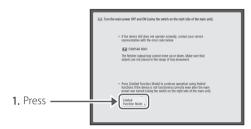
CAUTION!

For any inquiries, have the following information ready:

- Product name
- Dealer where you purchased the machine
- Details of your problem (such as what you did and what happened as a result)
- Error code number

When the [Limited Functions Mode] button is displayed

You can use the machine with part of functions restricted even before the problem is resolved.



2. Press [Yes] to restart the machine.

The machine enters the limited functions mode. When the problem is resolved, the [Call service representative.] message disappears in the screen at the bottom left.



POINT

When you select a restricted function in the limited functions mode, the following screen appears.

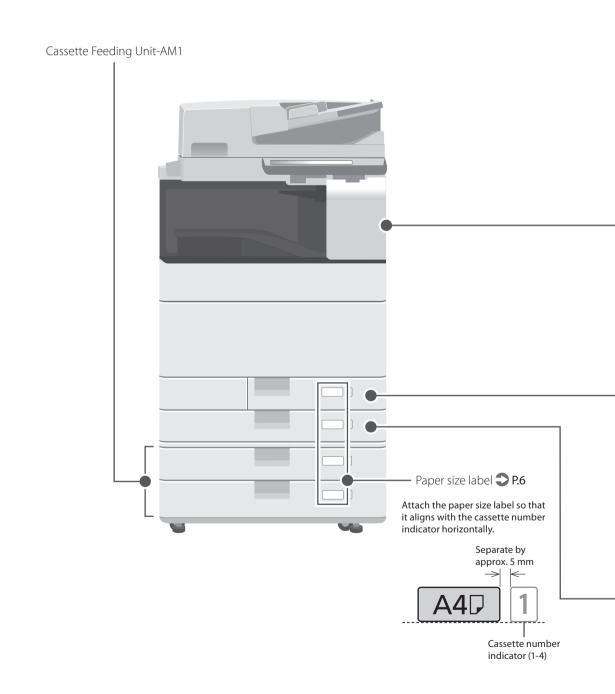


Press no n the touch panel display to return to the Main Menu, and then select a different function.

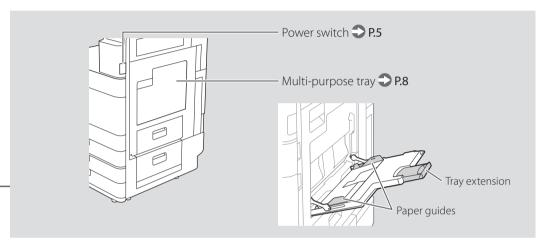
Illustrated Index

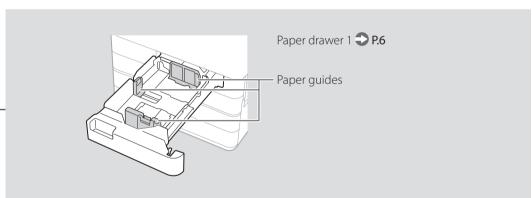
You can easily identify the name of a part and find the page where that part is described.

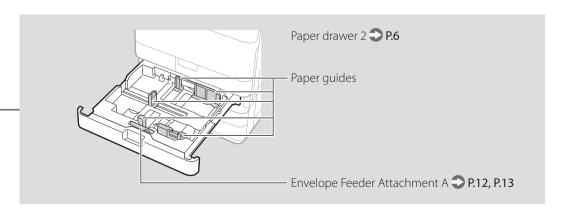
Main Unit



^{*} The illustrations assume that the machine is equipped with a Cassette Feeding Unit-AM1

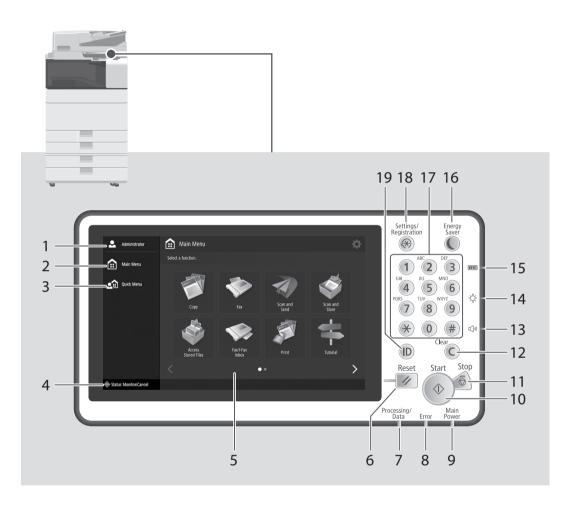






Illustrated Index

Control Panel



1 Login user name

The user name that is currently logged in is displayed.

2 [Main Menu] **2** P.17

Press to display the Main Menu screen.

3 [Quick Menu]

Press to display the registered functions in the form of Quick Menu.

4 [Status Monitor/Cancel] • P.19

Press to check the status of a job or cancel a job.

5 Touch panel display P.4

Displays the settings screen and messages. Touch the panel to perform setting and other operations.

6 Reset key

Press to cancel the settings and restore the previously specified settings.

7 Processing/Data indicator

- Flashes when the machine is operating.
- Lights when the machine is waiting for a command.

8 Frror indicator

Flashes or lights if there is an error in the machine.

When the Error indicator maintains a steady red light, contact your local authorized Canon dealer.

9 Main Power indicator • P.4

Lights when the power is turned ON.

10 Start key

Press this to start an operation (or data reading).

11 Stop key 2 P.24

Press to stop the current operation.

12 Clear key

Press to clear the entered values or characters.

13 Volume Settings key

Press to adjust the sound volume.

14 Brightness Adjustment key

Adjusts the brightness of the screen.

15 Counter/Device Information key

Press to display the copy and print count totals on the touch panel display.

16 Energy Saver key 2 P.4

Press to set or cancel the Sleep mode.

- Lights when the machine enters Sleep mode.
- Turns off when the machine exits Sleep mode.

17 Numeric keys

Press to enter numerical values.

18 Settings/Registration key 2.7

Press to specify settings or make a registration.

19 ID (Log In/Out) key

Press this to log in/out (when a login service has been set).

Appendix

Important Safety Instructions

This chapter describes important safety instructions for the prevention of injury to users of this machine and others, and damage to property. Read this chapter before using the machine, and follow the instructions to use the machine properly. Do not perform any operations not described in this manual. Canon will not be responsible for any damages resulting from operations not described in this manual, improper use, or repair or changes not performed by Canon or a third party authorized by Canon. Improper operation or use of this machine could result in personal injury and/or damage requiring extensive repair that may not be covered under your Limited Warranty.

▲WARNING

Indicates a warning concerning operations that may lead to death or injury to persons if not performed correctly. To use the machine safely, always pay attention to these warnings.

▲CAUTION

Indicates a caution concerning operations that may lead to injury to persons if not performed correctly. To use the machine safely, always pay attention to these cautions.

IMPORTANT

Indicates operational requirements and restrictions. Be sure to read these items carefully to operate the machine correctly and avoid damage to the machine or property.

Installation

To use this machine safely and in a trouble-free way, carefully read the following precautions and install the machine in an appropriate location.

Do not install in a location that may result in a fire or electrical shock

- · A location where the ventilation slots are blocked (too close to walls, beds, sofas, rugs, or similar objects)
- A damp or dusty location
- · A location exposed to direct sunlight or outdoors
- · A location subject to high temperatures A location exposed to open flames
- Near alcohol, paint thinners or other flammable substances

Other warnings

- · Do not connect unapproved cables to this machine. Doing so may result in a fire or electrical shock.
- · Do not place necklaces and other metal objects or containers filled with liquid on the machine. If foreign substances come in contact with electrical parts inside the machine, it may result in a fire or electrical shock.
- · If any foreign substance falls into this machine, unplug the power plug from the AC power outlet and contact your local authorized Canon dealer.

Do not install in the following locations

The machine may drop or fall, resulting in injury.

- · An unstable location
- · A location exposed to vibrations

Do not install in the following locations Doing so may result in damage to the machine.

- · A location subject to temperature and humidity extremes, whether low or high
- · A location subject to dramatic changes in temperature or humidity
- · A location near equipment that generates magnetic or electromagnetic waves
- A laboratory or location where chemical reactions occur
- · A location exposed to corrosive or toxic gases
- · A location that may warp from the weight of the machine or where the machine is liable to sink (a carpet, etc.)

Avoid poorly ventilated locations

This machine generates a slight amount of ozone and other emissions during normal use. These emissions are not harmful to health. However, they may be noticeable during extended use or long production runs in poorly ventilated rooms. To maintain a comfortable working environment, it is recommended that the room where the machine operates be appropriately ventilated. Also avoid locations where people would be exposed to emissions from the machine.

Do not install in a location where condensation occurs

Water droplets (condensation) may form inside the machine when the room where the machine is installed is heated rapidly, and when the machine is moved from a cool or dry location to a hot or humid location. Using the machine under these conditions may result in paper jams, poor print quality, or damage to the machine. Let the machine adjust to the ambient temperature and humidity for at least 2 hours before use.

In altitudes of above sea level 3,000 m or higher Machines with a hard disk may not operate properly when used at high altitudes of about 3,000 meters above sea level, or higher.

Leveling feet (only for products with leveling

Do not remove the machine's leveling feet after the machine has been installed, as this may cause the machine to fall or tip over, resulting in personal injury.

Connecting the Telephone Line (Only for Products with a Fax Function)

This machine conforms to a analog telephone line standard. The machine can be connected to the public switched telephone network (PSTN) only. If you connect the machine to a digital telephone line or a dedicated telephone line, it might impede proper operation of the machine and could be the cause of damage. Make sure to confirm a type of telephone line before connecting the machine. Contact your optical fiber line or IP telephone line service providers if you want to connect the machine to those telephone lines.

When using wireless LAN (only for products with a wireless LAN function)

- · Install the machine at a distance of 50 meters or less from the wireless LAN router.
- As far as possible, install in a location where communication is not blocked by intervening objects. The signal may be degraded when passing through walls or floors.
- · Keep the machine as far as possible from digital cordless phones, microwave ovens, or other equipment that emits radio waves.
- · Do not use near medical equipment. Radio waves emitted from this machine may interfere with medical equipment, which may result in malfunctions and accidents.

Power Supply

WARNING

- · Use only a power supply that meets the specified voltage requirements. Failure to do so may result in a fire or electrical shock.
- Do not use power cords other than the one provided, as this may result in a fire or electrical
- · The provided power cord is intended for use with this machine. Do not connect the power cord to other devices.
- · Do not modify, pull, forcibly bend, or perform any other act that may damage the power cord. Do not place heavy objects on the power cord. Damaging the power cord may result in a fire or electrical shock.
- · Do not plug in or unplug the power plug with wet hands, as this may result in an electrical
- · Do not use extension cords or multi-plug power strips with the machine. Doing so may result in a fire or electrical shock.
- · Do not wrap the power cord or tie it in a knot, as this may result in a fire or electrical shock.
- · Insert the power plug completely into the AC power outlet. Failure to do so may result in a fire or electrical shock.
- · Remove the power plug completely from the AC power outlet during a thunder storm. Failure to do so may result in a fire, electrical shock, or damage to the machine.
- · Make sure that the power supply for the machine is safe, and has a steady voltage.
- · Keep the power cord away from a heat source; failure to do this may cause the power cord coating to melt, resulting in a fire or electrical shock
- · If excessive stress is applied to the connection part of the power cord, it may damage the power cord or the wires inside the machine may disconnect. This could result in a fire. Avoid the following situations:
 - Connecting and disconnecting the power cord frequently.
 - Tripping over the power cord.
 - The power cord is bent near the connection part, and continuous stress is being applied to the power outlet or the connection part.
 - Applying excessive force on the power plug.

Install this machine near the power outlet and leave sufficient space around the power plug so that it can be unplugged easily in an emergency.

IMPORTANT

When connecting power

- · Do not connect the power cord to an uninterruptible power source. Doing so may result in malfunction of or damage to the machine at power failure.
- · If you plug this machine into an AC power outlet with multiple sockets, do not use the remaining sockets to connect other devices.
- · Do not connect the power cord to the auxiliary AC power outlet on a computer.

Other precautions

Electrical noise may cause this machine to malfunction or lose data.

Handling

WARNING

· Immediately unplug the power plug from the AC power outlet and contact an authorized Canon dealer if the machine makes an unusual noise, emits an unusual smell, or emits smoke or excessive heat. Continued use may result in a fire or electrical shock.

- · Do not disassemble or modify this machine. There are high-voltage and high-temperature components inside the machine. Disassembly or modification may result in a fire or electrical shock
- · Place the machine where children will not come in contact with the power cord and other cables or gears and electrical parts inside the machine. Failure to do so may result in unexpected accidents.
- Do not use flammable sprays near this machine. If flammable substances come into contact with electrical parts inside this machine, it may result in a fire or electrical shock.
- · When moving this machine, be sure to turn OFF the power of this machine, and then unplug the power plug and interface cables. Failure to do so may damage the power cord or interface cables, resulting in a fire or electrical shock
- When plugging or unplugging a USB cable when the power plug is plugged into an AC power outlet, do not touch the metal part of the connector, as this may result in an electrical shock
- · Use a modular cable that is shorter than 3 meters
- Use a USB cable that is shorter than 3 meters.

If the operating noise concerns you

Depending on the use environment and operating mode, if the operating noise is of concern, it is recommended that the machine be Installed in a place other than the office.

If you are using a cardiac pacemaker

This machine generates a low level magnetic flux and ultrasonic waves. If you use a cardiac pacemaker and feel abnormalities, please move away from this machine and consult your physician immediately.

▲CAUTION

- · Do not place heavy objects on this machine as they may fall, resulting in injury.
- · For safety, unplug the power plug if the machine will not be used for a long period of time.
- · Use caution when opening and closing covers to avoid injury to your hands.
- · Keep hands and clothing away from the rollers in the output area. If the rollers catch your hands or clothing, this may result in personal iniury.
- · The inside of the machine and the output slot are very hot during and immediately after use. Avoid contact with these areas to prevent burns. Also, printed paper may be hot immediately after being output, so use caution when handling it. Failure to do so may result in

Feeder (only for products with a feeder)

- · Do not press down hard on the feeder when using the platen glass to make copies of thick books. Doing so may damage the platen glass and result in personal injury.
- · Close the feeder gently to avoid catching your hands, as this may result in personal injury.
- · Be careful not to put your hands or fingers into the feeder. Otherwise, you may be injured.



Finisher (only for products with a finisher)

· Do not place your hands in the part of the tray

where stapling is performed (near the rollers), especially pay careful attention to the sharp staples, as this may result in personal injury.

Paper drawer (only for products with a paper

 Do not insert your hand into the machine while the paper drawer is removed, as this may result in personal injury.

Energy Saver key (only for products with an Energy Saver key)

· Press © (Energy Saver) for safety when the machine will not be used for a long period of time, such as overnight. Also, turn OFF the main power switch, and disconnect the power cord for safety when the machine will not be used for an extended period of time, such as during consecutive holidays.

Laser Safety

This product is confirmed as a Class 1 laser product in IEC60825-1:2014 and EN60825-1:2014.

CLASS 1 LASER PRODUCT LASER KLASSE 1 APPAREIL À LASER DE CLASSE 1 APPARECCHIO LASER DI CLASSE 1 PRODUCTO LÁSER DE CLASE 1 APARELHO A LASER DE CLASSE 1 LUOKAN 1 LASER-TUOTE LASERPRODUKT KLASS 1

The laser beam can be harmful to human bodies. Since radiation emitted inside the product is completely confined within protective housings and external covers, the laser beam cannot escape from the machine during any phase of user operation. Read the following remarks and instructions for safety.

- · Never open covers other than those instructed in the manuals for this machine.
- If the laser beam should escape and enter your eyes, exposure may cause damage to your eves.

ACAUTION

Use of controls, adjustments, or performance of procedures other than those specified in this manual may result in hazardous radiation exposure

Other precautions

- Follow the instructions on the caution label attached to this machine.
- · Do not subject the machine to strong shocks or vibration
- · Do not forcibly open and close doors, covers, and other parts. Doing so may result in damage to the machine.
- · Do not turn the main power switch OFF or open the covers while the machine is in operation. This may result in paper jams.

Maintenance and Inspections

Clean this machine periodically. If dust accumulates, the machine may not operate properly. When cleaning, be sure to observe the following. If a problem occurs during operation, see "Troubleshooting" in the User's Guide. If the problem cannot be resolved or you feel the machine requires an inspection, see When a Problem Cannot Be Solved.

▲WARNING

- Before cleaning, turn OFF the power and unplug the power plug from the AC power outlet. Failure to do so may result in a fire or electrical shock.
- Unplug the power plug periodically and clean with a dry cloth to remove dust and grime. Accumulated dust may absorb humidity in the air and may result in a fire if it comes into contact with electricity.
- · Use a damp, well wrung-out cloth to clean the machine. Dampen cleaning cloths with water

only. Do not use alcohol, benzenes, paint thinners, or other flammable substances. Do not use tissue paper or paper towels. If these substances come into contact with electrical parts inside the machine, they may generate static electricity or result in a fire or electrical shock

· Check the power cord and plug periodically for rust, bent prongs, fraying, cracks, or excessive heat generation. Use of poorlymaintained power cord or plug may result in a fire or electrical shock.

ACAUTION

- · The inside of the machine has hightemperature and high-voltage components. Touching these components may result in injury or burns. Do not touch any part of the machine that is not indicated in the manual.
- · When loading paper or removing jammed paper, be careful not to cut your hands with the edges of the paper.

Legal Limitations on the Usage of Your Product and the Use of Images

Using your product to scan, print or otherwise reproduce certain documents, and the use of such images as scanned, printed or otherwise reproduced by your product, may be prohibited by law and may result in criminal and/or civil liability. A non-exhaustive list of these documents is set forth below. This list is intended to be a guide only. If you are uncertain about the legality of using your product to scan, print or otherwise reproduce any particular document, and/or of the use of the images scanned, printed or otherwise reproduced, you should consult in advance with your legal advisor for guidance.

- Paper Money
- · Travelers Checks
- · Money Orders Food Stamps
- · Certificates of Deposit
- · Passports
- Postage Stamps (canceled or uncanceled)
- · Immigration Papers
- · Identifying Badges or Insignias
- · Internal Revenue Stamps (canceled or uncanceled)
- · Selective Service or Draft Papers
- · Bonds or Other Certificates of Indebtedness
- · Checks or Drafts Issued by Governmental Agencies
- Stock Certificates
- · Motor Vehicle Licenses and Certificates of Title
- Copyrighted Works/Works of Art without Permission of Copyright Owner

Safety-Related Symbols

Power switch: "ON" position

O Power switch: "OFF" position

(I) Power switch: "STAND-BY" position

Push-push switch <u>■</u> "ON" <u>■</u> "OFF"

Protective earthing terminal

Dangerous voltage inside. Do not open covers other than instructed.

CAUTION: Hot surface. Do not touch.

□ Class II equipment

Moving parts: Keep body parts away from moving parts

Some of symbols shown above may not be affixed depending on the product.

v1610_00_en-GB

Appendix

Installation Precautions

Avoid installing the machine near computers or other precision electronic equipment.

Electrical interference and vibrations generated by the machine while printing can adversely affect the operation of such equipment.

Avoid installing the machine near televisions, radios, or similar electronic equipment.

The machine might interfere with sound and picture signal reception. Insert the power plug into a dedicated power outlet, and maintain as much space as possible between the machine and other electronic equipment.

IMPORTANT

- The motion sensor's operation may become unstable, depending on the usage environment such as keeping objects near the motion sensor or placing the machine in a busy location.
- If you feel that something is wrong with the motion sensor, change the sensitivity setting with [Settings/Registration] > [Preferences] > [Timer/Energy Settings] > [Use Motion Sensor] > [Sensor Sensitivity].

Moving the Machine

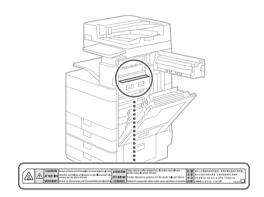
If you intend to move the machine, even to a location on the same floor of your building, contact your local authorized Canon dealer beforehand. Do not attempt to move the machine yourself.

Laser Safety Label



Fixing Unit

When removing jammed paper or when inspecting the inside of the machine, do not expose yourself to the heat emitted from the fixing unit and its surroundings for a prolonged period of time. Doing so may result in low temperature burns, even though you did not touch the fixing unit and its surroundings directly.



Consumables

▲WARNING

- Do not throw toner cartridges or waste toner containers into open flame, or do not store them or printing/copy paper in a place exposed to open flame. This may cause them to ignite, resulting in burns or fire.
- If you accidentally spill or scatter toner, carefully gather the toner particles together or wipe them up with a soft, damp cloth in a way that prevents inhalation. Never use a vacuum cleaner that does not have safeguards against dust explosions to clean up spilled toner. Doing so may cause a malfunction in the vacuum cleaner, or result in a dust explosion due to static discharge.

ACAUTION

- Keep toner and other consumables out of the reach of small children. If these items are ingested, consult a physician immediately.
- If toner touches your clothes or skin, wash it away with water immediately. Do not use warm water, as this may cause toner to fix, resulting in a permanent stain.
- Do not dismantle the toner cartridge, as doing so may cause toner to fly out and enter your eyes or mouth. If toner gets into your eyes or mouth, wash them immediately with cold water and immediately consult a physician.
- If toner escapes from the toner cartridge, make sure not to ingest the toner or allow it to directly touch your skin. If your skin still feels irritated after washing it, or you ingest toner, consult a physician immediately.
- When pulling out the waste toner container, be careful not to let it fall. This may result in injury.
- When replacing the stamp ink cartridge, be careful that your clothes or skin does not get stained with ink. If your clothes or skin has been stained, immediately wash out the stain with water
- · Do not touch the electrical contacts.



IMPORTANT

- Store toner cartridges in a cool location, away from direct sunlight.
- Do not store toner cartridges in an upright position.

Notices

Product Name

Safety regulations require the product's name to be registered. In some regions where this product is sold, the following name(s) in parentheses may be registered instead.

imageRUNNER ADVANCE C5560i/C5550i/C5540i/C5535i (F166600)

EMC requirements of EC Directive

This equipment conforms with the essential EMC requirements of EC Directive. We declare that this product conforms with the EMC requirements of

EC Directive at nominal mains input 230 V, 50 Hz although the rated input of the product is 220 to 240 V, 50/60 Hz. Use of shielded cable is necessary to comply with the technical EMC requirements of EC Directive.

India E-Waste Rule



You can see the information about proper handling equipment after use in the latest User's Guide (HTML manual) from the Canon website (canon. com/oip-manual).

IPv6 Ready Logo



The protocol stack included in this machine has obtained the IPv6 Ready Logo Phase-2 established by the IPv6 Forum.

Wireless LAN Regulatory Information

C5560i/C5550i/C5540i/C5535i includes approved Wireless LAN Module (Model name: FM1M944).

Regulatory information for users in Singapore

Complies with IMDA Standards DB00671

Regulatory information for users in ThailandThis telecommunication equipment conforms to NTC technical requirement.

Regulatory information for users in Vietnam



Information Security Standard (IEEE 2600)

This machine is compliant with IEEE Std 2600[™] - 2008 (hereinafter referred to as IEEE 2600), a global information security standard for multifunction peripherals and printers, and is able to achieve the security requirements defined in IFFE 2600*

For information on how this machine meets the security requirements defined in IEEE 2600, see User's Guide > Managing the Machine > IEEE 2600

* IEEE 2600.2 CC Authentication has not been obtained for this machine by itself.

Disclaimers

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Super G3



Super G3 is a phrase used to describe the new generation of fax machines that use ITU-T V.34 standard 33.6 Kbps* modems. Super G3 High Speed

Fax machines allow transmission times of approximately 3 seconds* per page which results in reduced telephone line charges.

* Approximately 3 seconds per page fax transmission time based on CCITT/ITU-T No.1 Chart, (JBIG, Standard Mode) at 33.6 Kbps modem speed. The Public Switched Telephone Network (PSTN) currently supports 28.8 Kbps modem speeds or slower, depending on telephone line conditions.

[NOTE]

The fax function is available only if the FAX Board is installed.

About This Manual

Screens

Screens of the touch panel display used in this manual are those taken when the imageRUNNER ADVANCE C5560i has the following optional equipment attached to it:

- · Booklet Finisher-Y1
- · Buffer Pass Unit-L1
- · 2/4 Hole Puncher Unit-A1
- · Cassette Feeding Unit-AM1
- · Super G3 FAX Board

Note that functions that cannot be used depending on the model or options do not appear on the touch panel display.

Illustrations

Illustrations used in this manual are those displayed when the imageRUNNER ADVANCE C5560i has the following optional equipment attached to it:

Cassette Feeding Unit-AM1



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Appendix

Third Party Software

This Canon product (the "PRODUCT") product includes third-party software modules. Use and distribution of these software modules, including any updates of such software modules (collectively, the "SOFTWARE") are subject to license conditions (1) through (9) below.

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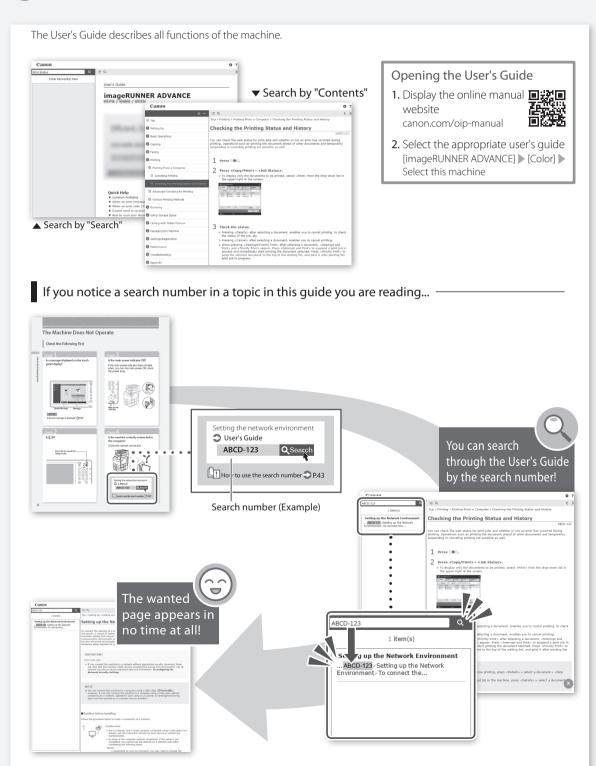
Please check Platform Version of the PRODUCT and refer to the other license conditions of third-party software modules described in Appendix of Manual for the corresponding Platform Version. This Manual is available at http://canon.com/oip-manual.

By using the PRODUCT, you shall be deemed to have agreed to all applicable license conditions. If you do not agree to these license conditions, please contact your service representative.

Do You Want to Know More?



You Can Consult the User's Guide!



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