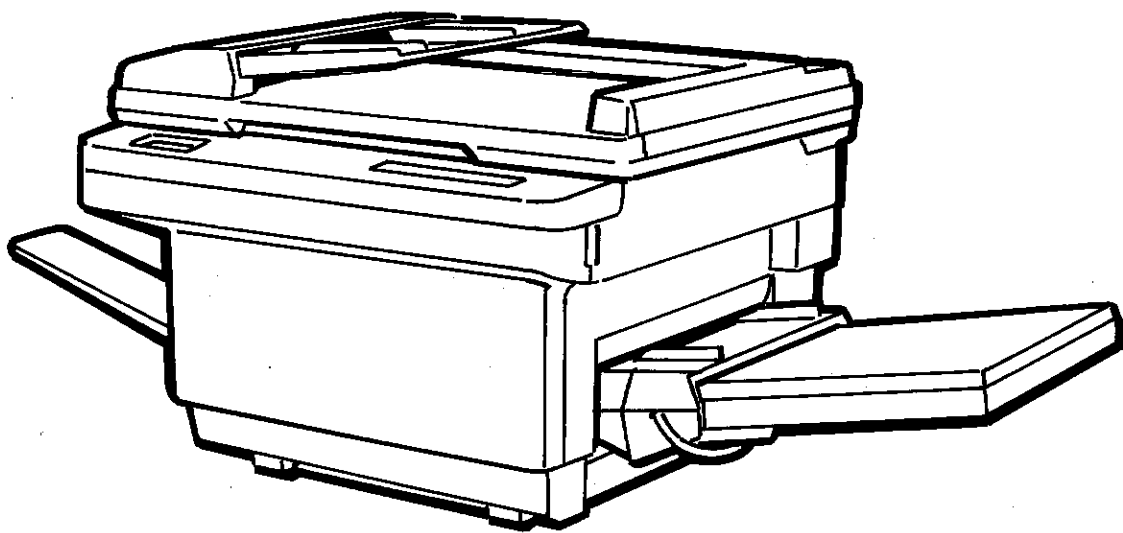


INSTRUCTION
MANUAL

SANYO

SFT-Z90

Plain Paper Copy Machine



English

INTRODUCTION

Congratulations on your recent purchase of Sanyo's Plain Paper Copier.

This manual provides instructions for installation, operation, and customer maintenance. Before using your copier, please read these instructions carefully to understand its proper use and care. Keep them in a safe place for future reference.

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SPECIFICATIONS

Type:	Desk-top with stationary platen	
Copying system:	Dry Electrostatic Transfer	
Originals:	Books, Sheets, 3-Dimensional objects	
Maximum copy size:	A3 (297 x 420mm)/LD (11" x 17")	
Copy speed (Max.):	16 cpm/A4/LT (Sideways feed)	
First copy speed:	9 seconds/A4/LT (Sideways feed)	
Magnification ratio:	Same size 100% Manual magnification ratio – 50% ~ 200% in 1% increments	
Paper supply:	Cassette 250 sheets (64g/m ²)/200 sheets (20 lbs) Manual paper feed	
Multiple copying:	Up to 99 copies (Receiving tray capacity: Max. 250 sheets)	
Exposure control: (Image density control)	Automatic or 7 steps	
Warm-up time:	Approximately 70 seconds	
Power consumption:	1300W (Max.) Stand-By (Heater "ON" 850W, Heater "OFF" 50W)	
Power source:	AC Local Voltage and Frequency	
Dimensions:	670(W) x 616(D) x 414(H)mm/20-2/5"(W) x 22-1/2"(D) x 15-3/4"(H)	
Weight:	51 kg/112 lbs	
Acceptable copy size:	Cassette – B5, A4, A4-R, B4, and A3/ST, LT, LT-R, LG, LD By pass – B6 to A3/5-1/2" x 7" to 11" x 17"	
Acceptable copy paper weight:	Cassette – 64g/m ² to 75g/m ² /16 lbs to 20 lbs By pass – 52g/m ² to 157g/m ² /14 lbs to 40 lbs	
Accessories:	Paper cassettes Receiving Tray Instruction Manual	
Optional:	<ul style="list-style-type: none"> ● Stand ● Sorter ● Reversing automatic document feeder ● Universal paper tray ● Sorter Mounting kit ● Damp heater ● Key counter ● Key socket ● Remote key counter ● Cassette 	<ul style="list-style-type: none"> SFT-D120S SFT-S010M (10bin) SFT-RADF12 SFT-C90UNI SFT-SMK7 SFT-DH1 SFT-KC1 SFT-KCK2 SFT-RKC1 SFT-C90A3 SFT-C90B4 SFT-C90A4 SFT-C90B5 SFT-C90LD SFT-10X14 SFT-C90LG SFT-C90LT SFT-C90ST SFT-DM18 SFT-DV18 SFT-CK18(K) SFT-TN18

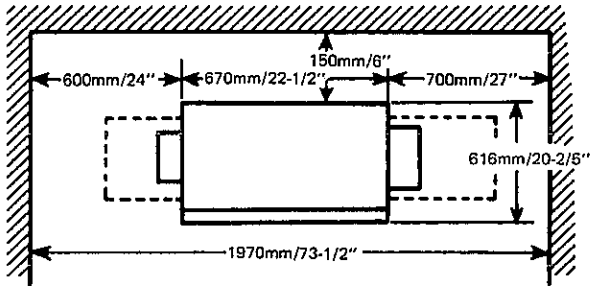
*Specifications are subject to change without notice.

INSTALLATION LOCATION

1. Do not install your copier in areas that are:

- Hot and humid or cold and damp.
- Exposed to direct sunlight.
- Dusty places.
- Poorly ventilated places.
- Where volatile substances or ammonia gas are used.

2. See the diagram below for installation space requirements.



- * Please note: The installation of the copier must be performed by a qualified technician only. If someone other than a qualified technician installs the copier, your warranty may be void.

3. Place the copier on a firm, horizontal base.

4. Plug the copier into a nearby outlet having sufficient ampere rating. Never connect other appliances (coffee makers, air conditioner, heaters or any high wattage appliance) on the same circuit.

5. Your copier comes with power plug, be certain to insert the plug into a grounded-outlet.

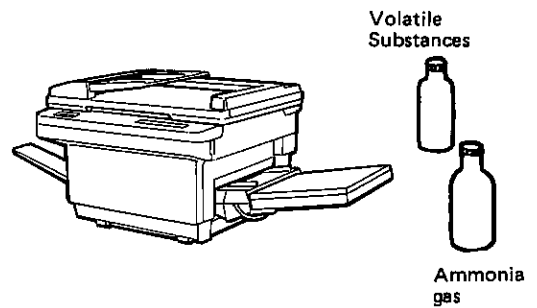
6. Operating environment:

Temperature 50° F – 85° F (10° C – 30° C)
Relative humidity 30 – 80%

IMPORTANT SAFEGUARDS

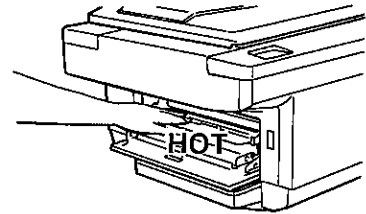
1. Do not install the unit where volatile substances or ammonia gas are used.

- This copy machine employs a heater, so its use near volatile substances is dangerous. These substances may also affect copy quality and the life of the photoconductor.

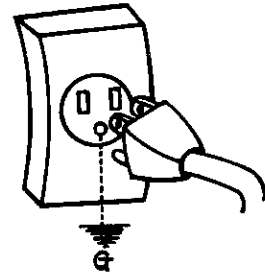


2. The fusing unit of this copier generates extreme heat.

- The two rollers inside the fusing mechanism get extremely hot, so take special care when handling them.



3. Your copier comes with power plug, be certain to insert the plug into a grounded outlet.



4. Be careful not to touch or scratch the photoconductor drum inside the unit.

- Any mark on the drum will adversely affect copy quality. Marks on the drum will appear on copies.

5. The specified toner, developer, and paper should be used to insure proper operation and economy.

6. The machine must be level for correct operation of the autotoner circuit.

7. Do not reuse or incinerate waste toner.

NAME AND FUNCTIONS OF EACH PART

Appearance:

The model shown below is equipped with a Reversing Automatic Document Feeder (optional) and a Universal Paper Tray (optional). The basic model is equipped with a Platen Cover and Sheet Bypass.

Reversing Automatic Document Feeder (RADF)/Platen Cover

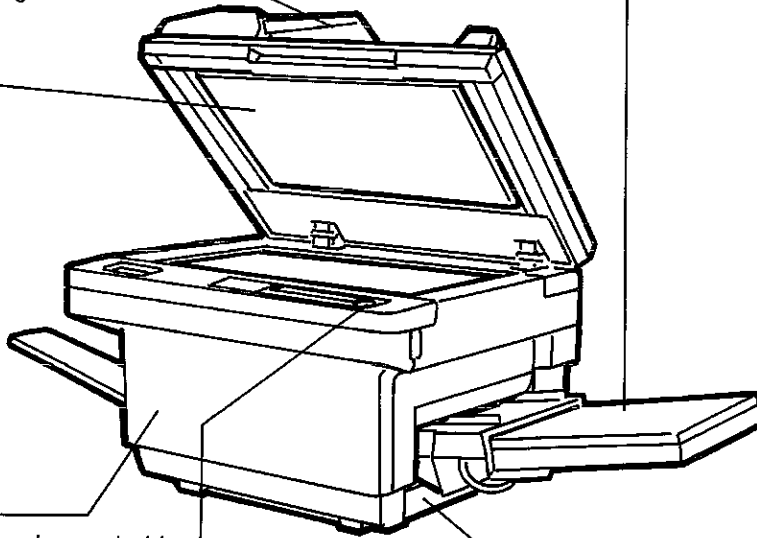
Used to feed the original automatically. When making a copy of a two-sided original, the front and back of the original are automatically reversed for copying without user intervention.

RADF original tray

Place the original face up. When the Copy Key is pressed the original will be fed automatically. The RADF will hold a maximum of 30 originals.

Universal Paper Tray

Maximum capacity of 250 sheets (B4/8.5" x 14" to A6/5.5" x 8.5"). The manual Sheet Bypass can also be used.



Front cover

To open, place a hand on each side of the cover and pull firmly toward you. The copier will not operate when the front cover is open.

Copy Key

When this key is pressed, the copier will begin making a copy (when the light is green). If the Copy Key is pressed while in the Wait Mode (when the light is red), the copier will make the copy automatically as soon as it is ready (warmed up).

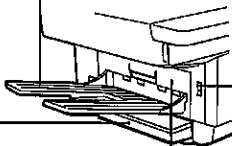
Transfer unit

Used to transfer the paper from the cassette into the copier.

Receiving Tray

Copies are delivered here. Max. capacity 250 sheets.

Cassette



Main Power Switch

Fuser Unit

In case of a paper misfeed in the Fuser Unit, open the unit by pulling the handle up and then out to remove the paper.

CAUTION:

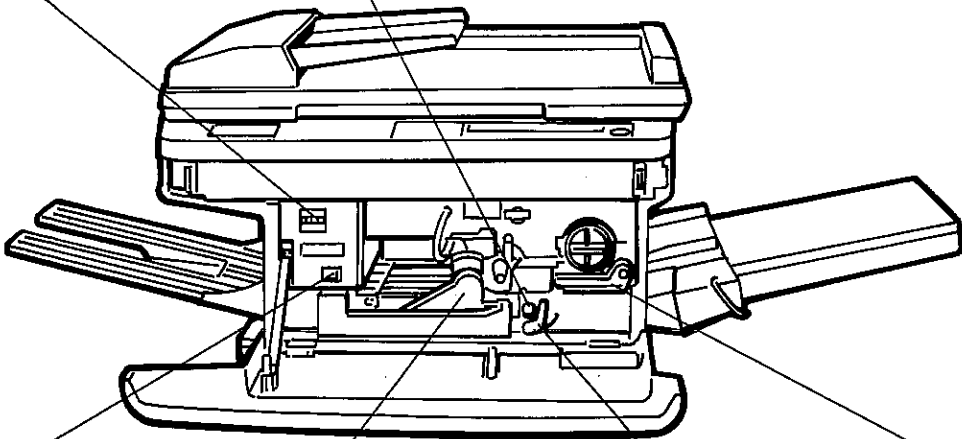
When "EL" is displayed at the copy No./copy magnification unit, it indicates that the transfer unit and fuser unit cover are not fully closed. In such cases, be sure to close them securely.

● **Counter**

Used to count the number of copies the copier makes. Two counts are registered when an A3/11" x 17" copy is made.

● **Manual paper feed knob**

When paper has stopped in this area of the copier, turning the knob clockwise will move the paper out from between the rollers to the left for easy removal.



● **Dehumidifier Switch (Optional)**

Should be turned on during humid weather, to prevent condensation in the copier.

● **Waste Toner Receptacle**

Collects used toner.

● **Transport Unit Lever**

When paper has stopped in this area of the copier, move the lever to the right to lower the Transport Unit to facilitate easy removal of paper.

● **Development Fixing Unit Lever**

To remove the Development Unit, move this lever to the right and pull out the Development Unit.

OPERATION CONTROLS

- **Paper Selection Key**

Used to select paper to be fed from the cassette or the Universal Paper Tray. (Note: Universal Paper Tray is an option.)

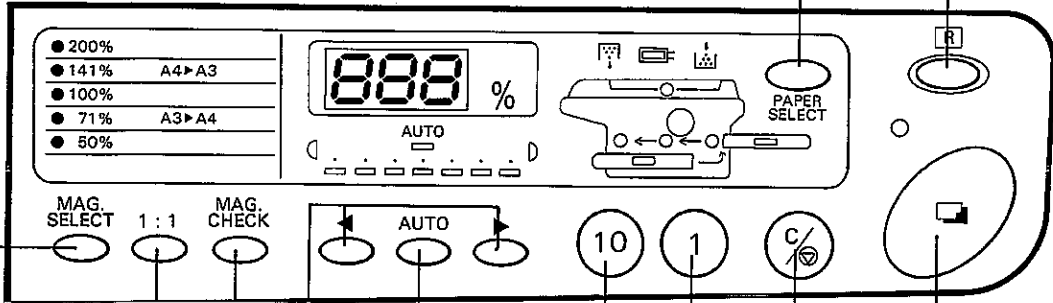
● 141%	A4▶A3, B5▶B4
● 100%	
● 86%	A3▶B4, A4▶B5
● 81%	B4▶A4
● 70%	A3▶A4, A4, B4▶B5
● 50%	

● 200%	
● 129%	ST▶LT, LT▶LD
● 100%	
● 78%	LG▶LT
● 64%	LD▶LT, LT▶ST
● 50%	

- **Standard Mode Key**

Used to reset all functions to their standard default settings.

STANDARD MODE
Copy Quantity 1
Copy density Middle setting
magnification 100%



- **Automatic Exposure Selection Key**

When the Auto Key is pressed, the copier will first scan the original then automatically select the correct exposure setting to produce optimum quality copies.

- **Manual Exposure Selection Key**

To customize copy quality and override the Automatic Exposure Selection, press either the Left or Right Arrow Key to move to the desired selection. The Left Arrow Key will produce darker copies and the Right Arrow Key will produce lighter copies.

- **Copy Magnification Check Key**

Used to verify the fixed magnification ratio.

- **1:1 Magnification Key**

Used to make a size-for-size copy.

- **Fixed Magnification Selection Key**

Used to select the correct magnification percentage. Each time this key is pressed, the indicator light next to the percentage will turn on.

- **Copy Key**

Press this key to start the copying process. If the key is pressed while in the Wait Mode (when the red light is on), the copier will make the copy automatically as soon as it is ready (warmed up).

- **Clear/Stop Key**

Pressing this key clears all functions. If this key is pressed while copying is in progress, the copier will stop after the next copy has been made.

- **Copy Quantity Selection Keys**

These keys are used to select the number of copies to be made.

- ① Used to select a single digit number of copies.
- ⑩ Used to select the first digit of a double digit number of copies.

DISPLAY INDICATORS

Any function will revert back to its default setting if no other function is selected within 60 seconds.

- **Magnification Indicator Lights**

When the Fixed Magnification Selection Key is used to select a specific magnification percentage, the indicator light next to the percentage will turn on.

- **Copy Quantity/Magnification Display Window**

The selected number of copies to be made appears in this window. As copies are made, the quantity will count down. After a copy run has been completed, the selected number will reappear in the window. If no other functions are selected within 60 seconds, the quantity will return to 1.

If a magnification percentage is selected, the percentage will appear in the window, prompting the quantity selected.

- **Paper Misfeed Locator Lights**

When a paper misfeed occurs inside the copier, in the Document Feeder, or paper trays, one of the indicator lights will turn on to advise the operator where paper has stopped. At the same time, a "J" code will appear in the Copy Quantity Window.

- **Waste Toner Receptacle Replacement Light**

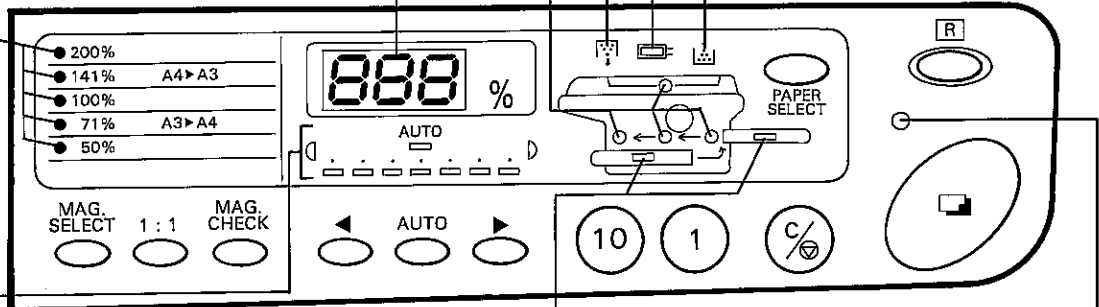
When the Waste Toner Receptacle is full, the Replacement Light will turn on. Copies cannot be made until the full receptacle has been removed and replaced with an empty one.

- **Key Counter Confirmation Light**

When this light appears it indicates to the user that the Copy Card must be inserted before copying can begin.

- **Add Toner Light**

When the Toner Cartridge is empty, the Add Toner Light will turn on. Remove the empty cartridge and replace with a full one. After the Add Toner Light has come on and the copy run has been completed, copies cannot be made until the empty cartridge has been replaced.



- 141% A4 to A3, B5 to B4
- 100%
- 86% A3 to B4, A4 to B5
- 81% B4 to A4
- 70% A3 to A4, A4, B4 to B5
- 50%

- 200%
- 129% ST to LT, LT to LD
- 100%
- 78% LG to LT
- 64% LD to LT, LT to ST
- 50%

- **Copy Quality Display**

When the Left or Right Arrow Keys are used to select copy quality, the quality increment light will turn on to advise the user which setting has been selected.

- **Cassette Selection Indicator**

Advises the user which paper source is being used, either the standard paper cassette, or the Universal Paper Tray (optional).

- **Wait Light**

When the copier is first turned on, the indicator light will be red until the copier is warmed up. When the copier is warmed up and ready to operate, the light will turn to green. If the light is flashing green, it indicates that copying will start automatically as soon the copier is warmed up.

SPECIAL FUNCTION CONTROLS

Press and Slide the cover to the left to expose the controls.

- **Two-sided Original Light**

When the two-sided original function has been selected, this light will turn on.

- **Color Toner Indicator Light**

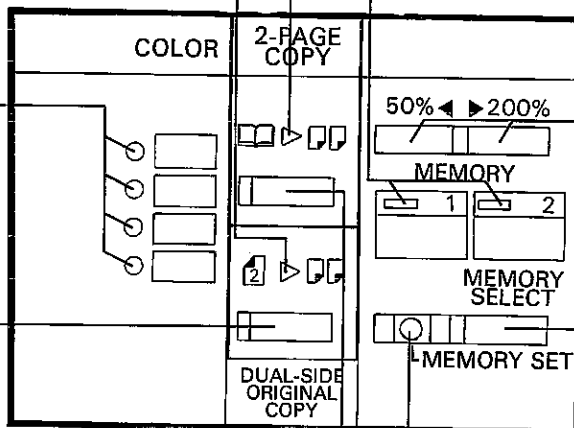
Indicates which color of toner is resident in the copier.

- **Dual Page Copy Light**

When the Dual Page Copy function has been selected, this light will turn on.

- **Zoom Memory Indicator Light**

When either the Memory 1 or Memory 2 Key is pressed, the user-defined magnification setting will be selected.



- **Two-sided Copy Key**

Press this key to select that copies be made from a two-sided original. When making a copy of a two-sided original, the front and back of the original are automatically reversed for copying without user intervention.

- **Dual Page Copy Key**

To make copies of double-spread originals, such as magazines and books, press this key. Consecutive copies of first the left page and then the right page will be made without the user having to reposition the original.

- **Zoom Key**

The copier has a magnification range from 50% to 200% in 1% increments. To select a magnification ratio other than the fixed presets, press either the Left or Right Arrow Key. The Left Arrow Key decreases the percentage and the Right Arrow Key increases the percentage.

- **Memory Selection Key**

When this key is pressed, the user can either select or read the Memory 1 or Memory 2 setting.

- **Memory Set Key**

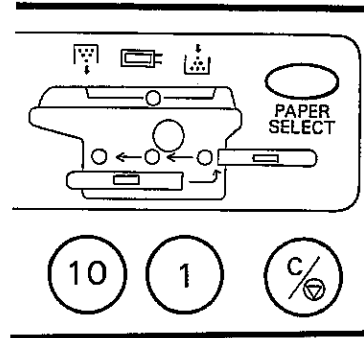
To set a user-defined magnification ratio in memory, press this key. Refer to page 19 for detailed instructions.

4. Select the paper source.


Press the paper select key to designate which paper source is to be used; either "Paper from the cassette" or "paper from the universal paper tray".

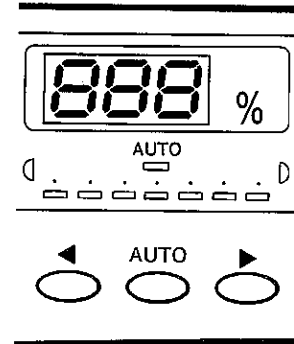
NOTE:

Because the universal paper tray is option, only the standard paper cassette is operative if the copier is not equipped with the universal paper tray. The manual bypass is available in both cases.



5. Adjust the level of exposure.

- Automatic;
Press the  key to have the copy quality adjusted automatically by the copier. The light under "AUTO" will turn on when this feature is selected.
- Manual;
Press the right or left arrow key to select more or less contrast. For normal originals, set it at the CENTER position.



6. Select the copy magnification.

- **Same size copy**

- Press the magnification check key to verify the copy magnification selected. If 100% is not displayed, Press the magnification select key until 100% appears in the copy quantity window.

- **Reduced or enlarged copy**

- Copy magnification can be selected between the range of 50% to 200% in 1% increments.
- Keep in mind that the copier returns to the default setting of 100% automatically unless the COPY key is pressed within 60 sec. after setting the copy magnification.



(1) Selection of fixed percentage for copy magnification

Press the magnification select key until the light next to the appropriate setting is turned on.

(2) Zoom magnification





It is possible to select a magnification setting other than fixed ratios by using the zoom key.





The zoom select magnification range is from 50% to 100%.

The magnification is increased 1% each time the zoom key " " is pressed, and decreased 1% each time the zoom key " " is pressed.

The magnification percentage is displayed in the copy quantity window for verification.

The following table will Help you make your magnification selection.

Original size \ Copy size	A3	B4	A4- 	B5- 	A5	A4	B5
A3	100	86	70	61	50	—	—
B4	115	100	81	70	57	—	—
A4- 	141	122	100	86	70	—	—
B5- 	163	141	115	100	81	—	—
A5	200	173	141	122	100	—	—
A4	—	—	—	—	—	100	86
B5	—	—	—	—	—	115	100

Original size \ Copy size	LD	10 x 14	LG	LT- 	ST- 	LT	ST
LD	100	82	77	64			
10 x 14	110	100	85	78			
LG	121		100	75			
LT- 	127	117		100	64		
ST- 			129		100		
LT						100	64
ST						129	100

7. Select the number of copies

- If a single digit number of copies is to be made, press the ① Key until the desired number appears in the Copy Quantity Window.
- If a double digit number of copies is to be made, first press the ① Key to set the second digit, then press the ⑩ Key to set the first digit.
- Keep in mind that the copy quantity will return to 1 automatically unless the Copy Key is pressed within 60 seconds after selecting the copy quantity.
- The copy quantity can be set up to a maximum of 99.

8. Press the Copy Key

- The copier is ready to make a copy when the Wait Indicator Light is green.
- When the Wait Indicator Light is red, either the copier is not warmed up, the cassette is not inserted properly, or a pre-existing misfeed is present.
- If the copier is not warmed-up (light is red), place the original on the platen glass and press the Copy Key. The Indicator Light will turn to flashing green. Copying will be started automatically when the copier is warmed up.

NOTE:

After copying is completed, the copy quantity will return to the selected number automatically. If no other selections are made within 60 seconds, the copier will reset to 1. To select a different number of copies, press the copy quantity keys again until the required amount appears in the Copy Quantity Window.

Weights of paper and the correct feeding source

This table should be used as only an approximate measure, as there will be a difference depending on the quality and thickness of the paper being used.

Type of Paper	Paper Cassette	Manual Feeding
Standard Copy Paper 65 to 75gr/m ² / 16 to 20 lbs	Yes	Yes
Other types of Paper 52 to 157gr/m ² / 14 to 40 lbs	No	Yes

When a problem occurs during copying mode, a H1, H3, H5, H8, H9, BR etc. symbol will be displayed in the copy quantity window. It could be corrected by turning ON/OFF the power switch. However if problem reoccurs contact your Sanyo service representative.

Making copies using the manual feeding method (Through the bypass)

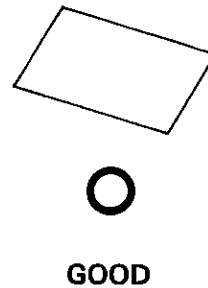
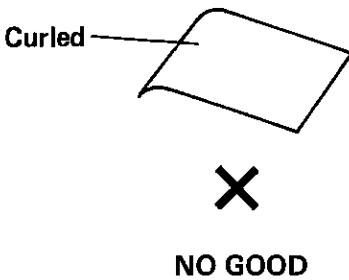
You should feed copies manually when making two-sided copies or a small number of copies on an any infrequently used size or type of paper, including mailing labels and transparencies.

- Paper smaller than 5" x 7" can not be used.
- When making copies on 5" x 7" insert the paper lengthwise.

Two-sided copies

Occasionally wrinkles may occur when making two-sided copies.

To reduce the occurrence of wrinkling, make sure the paper does not have any curl in it before inserting it in the bypass for the second-side copy.

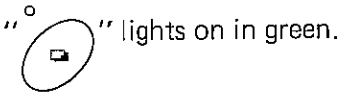


1. Lower the bypass feed tray.

2. Make all copy function selections.

3. Adjust the paper guides on the tray to conform to the size of the paper.

4. Make sure the wait indicator light is green.

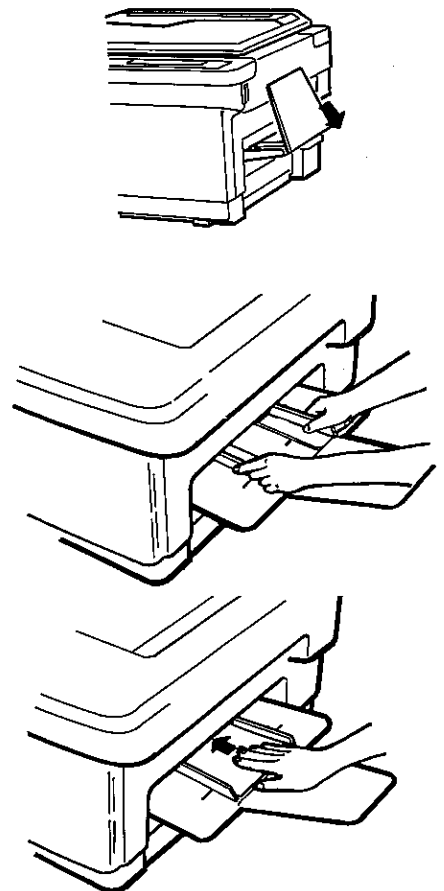


5. Carefully insert the paper into the feeding mechanism.

(Do not press the copy-button. The copy cycle will start automatically when paper has been inserted.)

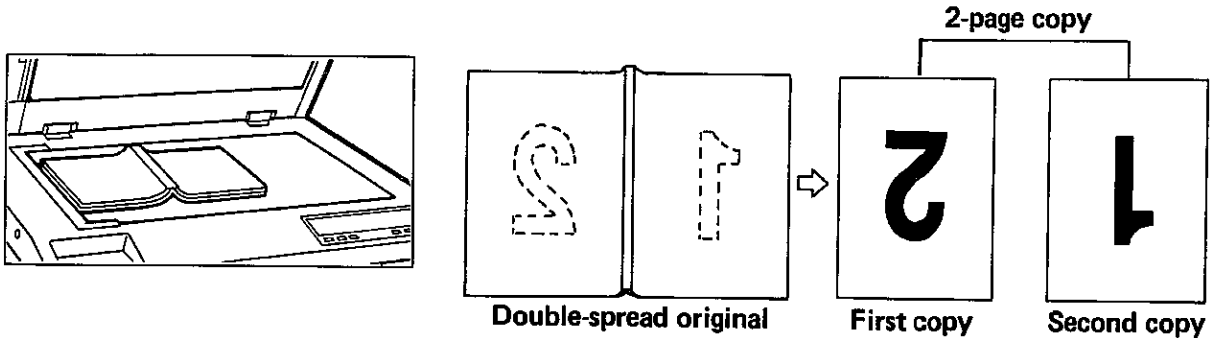
- Insert the paper with the side to be copied on face up.
- Feed the paper straight in, one sheet at a time.
- Do not insert paper that is curled or wrinkled into the feeding mechanism, as this may cause paper misfeeds.

While paper is being fed from the cassette, do not attempt to make a copy using the bypass as this will cause paper misfeed to occur.



How to make a 2-page copy

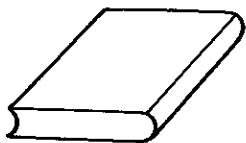
The pages of a double-spread original such as book, etc. can be copied one after another sequentially automatically without having to reposition the original.



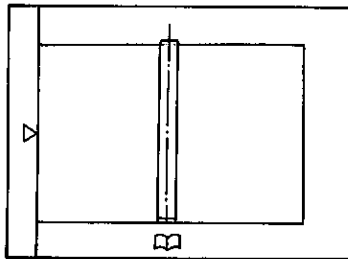
To select the "2-PAGE COPY" feature press the 2-page copy key. Place the double-spread original such as book, on the platen and press the copy key.


- CAUTION:**
- The standard paper size for double-spread copy will come in sideways feed type paper of A4/LT size or B5/ST-size.
 - To ensure copies are made in the right sequence and to eliminate resorting copies after they have exited the copier, place the original on the platen so the larger page number is on the left.
 - 2-page copies, can not be made by using the manual feed bypass.
 - Position the original on the platen so the center aligns with the "book" mark on the bottom of the platen scale.

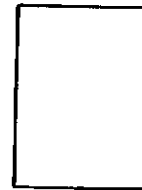
[Example]



B5/ST size book



Place the original so the center is located at the book mark .



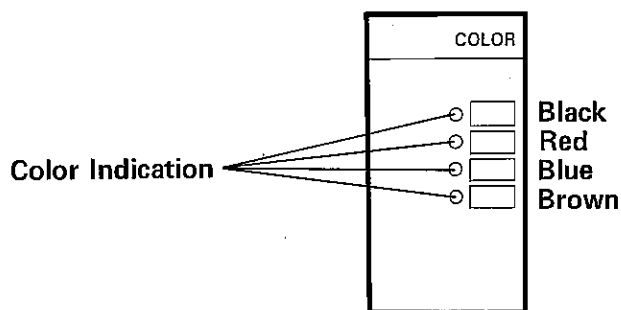
B5/ST size paper (Use the sideways feed cassette)

How to make a multi-color copy by changing the color development unit

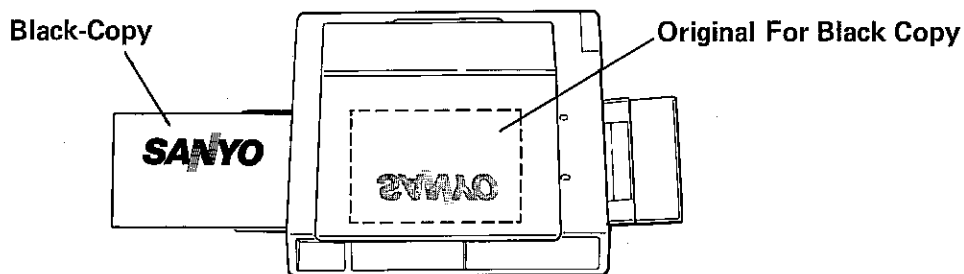
- Development units for red, blue and brown are sold separately.

Example: In the example below, we will be making a red and black copy.

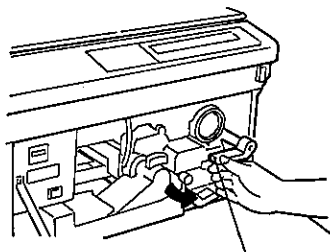
- 1.** Check the color Indicate or light to see which color development unit is resident in the copier.



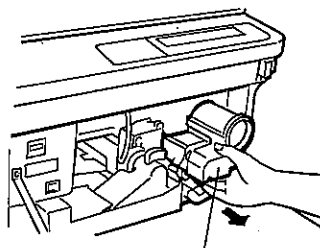
- 2.** In this case the development unit for black is currently resident. Place the original to be used for the black colored copy face down on the platen. Press the copy key.



- 3.** Pull down the front cover of the copier. Move the development unit lever (green) to the left to release the locking mechanism. Holding the development unit with both hands, remove it from the copier by pulling it toward you.

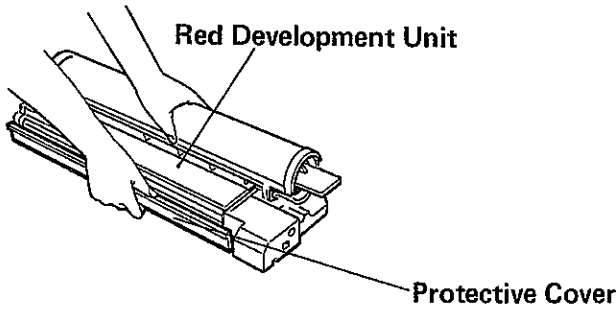


Development Lever (Green)



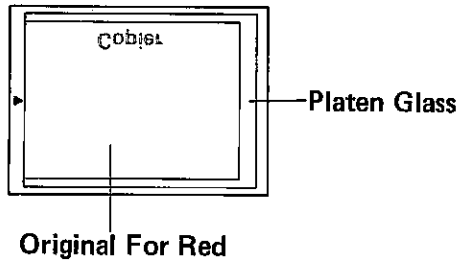
Development Unit

- 4.** Take the red development unit from its carton and remove the protective cover.

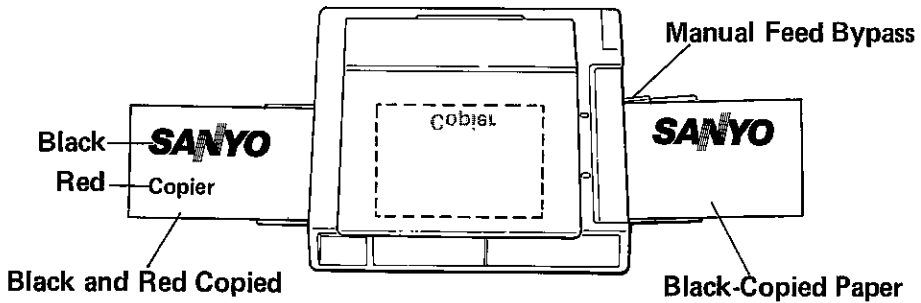


- 5.** Insert the red development unit into the copier. Turn the development unit lever to the right to lock the development unit in place.

- 6.** Close the front cover. Place the original to be used for red-colored copy face down on the platen. Make sure the second original is positioned the same way on the platen as the first original.



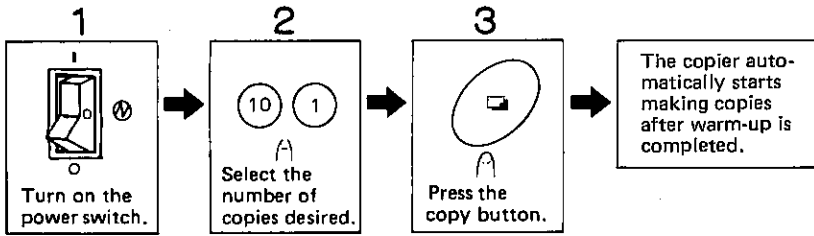
- 7.** Feed the black copy through the manual feed bypass to make the red copy.




- When the development unit is not being used, cover it with the protective cover and store it in the color development unit carton.

USE OF CONTROLS

Copy Stand-By Key Set copier for automatic start after warm-up.



The wait indicator light  will flash on/off in green during the warm-up period.

Clear/Stop Key If this key is pressed while copying is in progress, the copier will stop after completing the copy in process.

Press this key to reset the copy quantity to "1".
When pressed during interrupt mode, the copy in process will be completed, and then copying will stop. The copier will then be ready to finish the first copy run.

Standard Mode Key

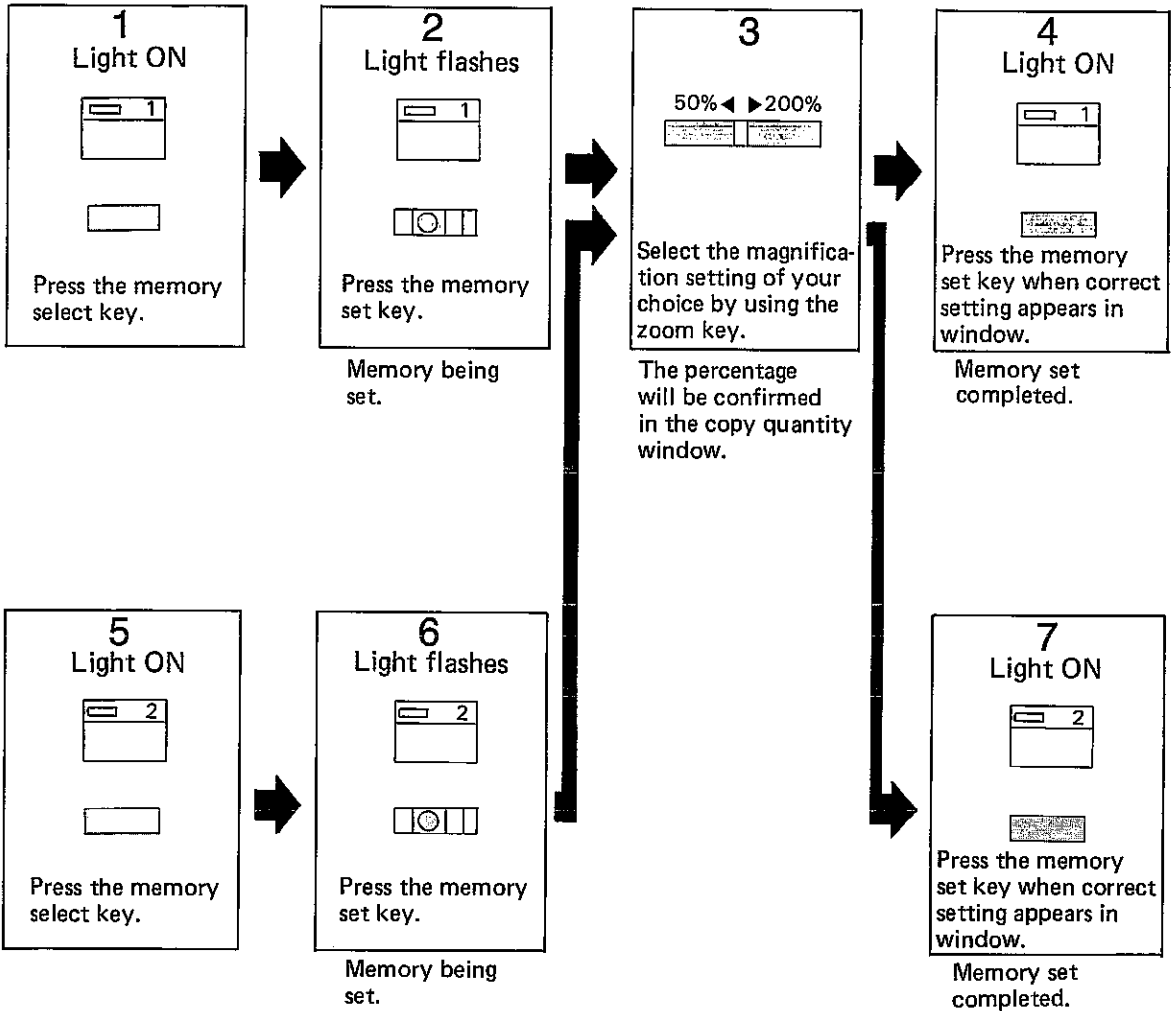
Press this key when you want to reset all of the function controls back to the standard default setting.



Standard Mode Key

HOW TO SET MAGNIFICATION IN MEMORY

It is possible to store two magnification ratio settings of your choice in memory.



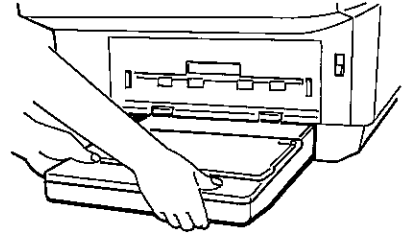
To read the stored magnification setting, press the memory select key. Once to read memory 1 or twice to read memory 2. The stored magnification setting will appear in the copy quantity window.

ADDING PAPER

"PE" is displayed in the copy quantity window, if the paper cassette is empty.

1. To load paper in the cassette.

- 1) Gently lift up the end of the cassette, then pull it out of the copier.

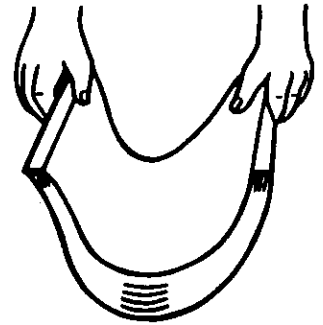


2) Fan the paper thoroughly.

Take the appropriate amount of paper out of the package and thoroughly fan the stack two or three times in each direction, lengthwise and crosswise.

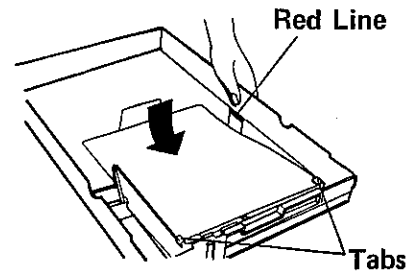
CAUTION:

Do not put paper that is wrinkled or folded into the paper cassette as this may cause a paper misfeed.



3) Loading the cassette.

- Take off the cassette cover.
- Place the stack of paper, curl side down, in the cassette. Tap the stack until all sheets are evenly aligned.
- Make sure both tabs are positioned over the copy paper. (See picture.)
- Paper should be loaded no higher than the mark at red line.



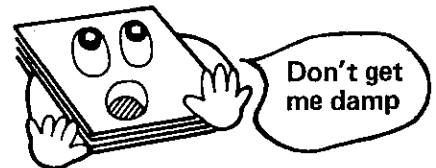
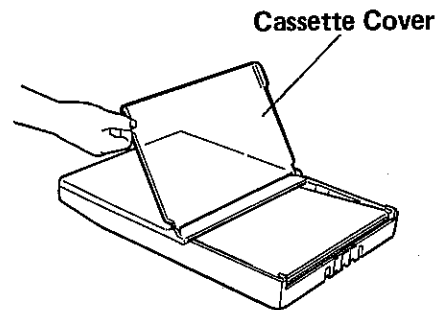
4) Inserting cassette.

- Replace the cassette cover.
- Open the front half of the cassette cover to attach the cassette.
- Insert the cassette into the copier.

CAUTION:

When storing a cassette with paper in it, keep the cassette cover closed.

- If the copier will not be used for a long period of time, take the paper cassette out of the copier and store it separately to prevent the paper from absorbing moisture and later causing paper misfeeds.



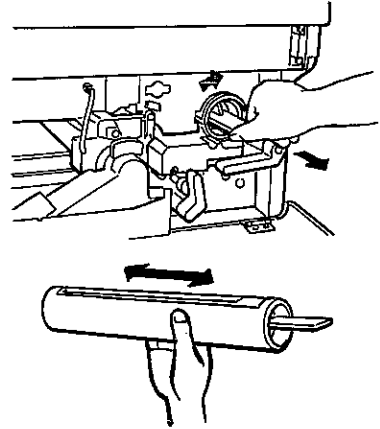
Storage

Do not store paper in areas that are overly damp or humid or subject to radical temperature changes, since the paper can absorb moisture, causing copy quality to deteriorate or lead to excessive paper misfeeds.

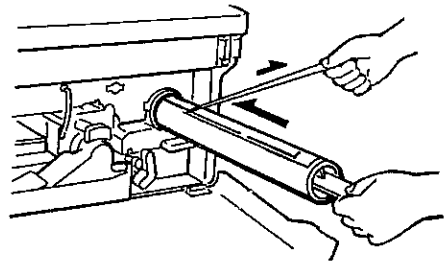
REPLACING THE TONER CARTRIDGE

- Be sure to use Sanyo Brand Toner, number SFT-TN18.
- Keep in mind that using other than Sanyo toner may result in operational problems with the copier, poor copy quality, and may invalidate your warranty and service agreement.
- When the toner cartridge is empty, the Add Toner Indicator Light will flash. A feature called Automatic Supplement Mode will turn on. Automatic Supplement is a process which ensures that all toner from the cartridge has, in fact, been depleted. During this process the copier will become inoperative. After the Automatic Supplement process has been completed, if the Add Toner Light turns off, copying may be resumed. (There was some toner left in the cartridge.) If the Add Toner Light turns on, replace the toner cartridge with a new one. (There was no toner left in the cartridge.)

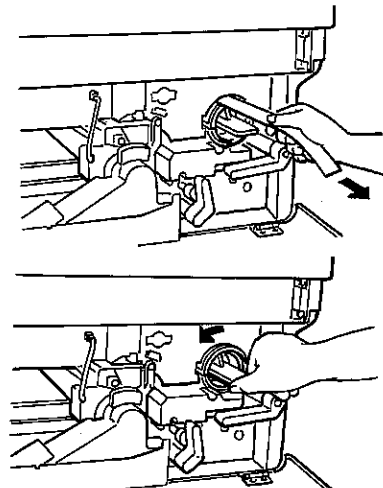
1. Open the front cover of the copier.
2. Turn the handle of the toner cartridge clockwise to the right to pull out the cartridge.
3. Gently shake the new toner cartridge back and forth several times so the toner becomes loose and level.



4. Insert the new toner cartridge into the development unit. The protective sheet should be facing up.
After inserting the cartridge half-way, carefully pull and remove the protective sheet from the cartridge.



5. After the cartridge has been inserted, turn it counter-clockwise to the left, while finishing pushing it into the development unit.

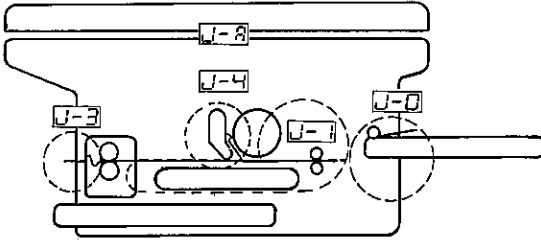


PAPER MISFEEDS

When removing a misfeed, be sure to turn off the main power switch.

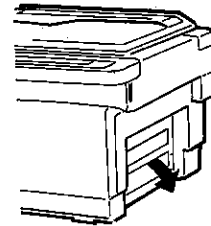
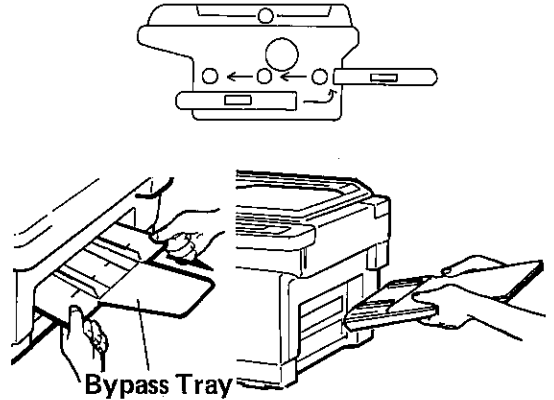
When paper stops inside the copier, the Copy Quantity Window will display **J-0**, **J-1**, **J-3**, **J-4**, or **J-8**.

These codes indicate in which area paper has stopped. When a paper misfeed condition exists, the copier will not operate until it is cleared.



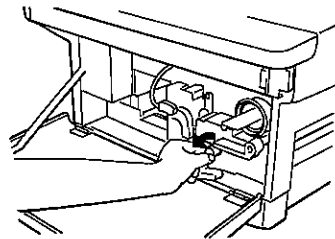
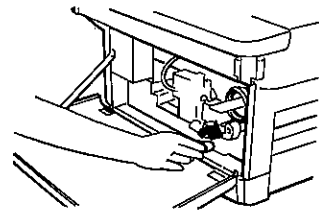
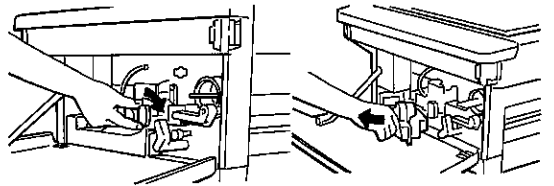
When **J-0** is displayed

1. Remove the Bypass Tray (or the Universal Paper Tray if your copier is equipped with this option). Lower the door to the Paper Transfer Unit.
2. Remove the paper from the Paper Transfer Unit. In some cases paper may misfeed because the paper cassette has been filled improperly. Check to make sure the cassette has been filled properly with paper.



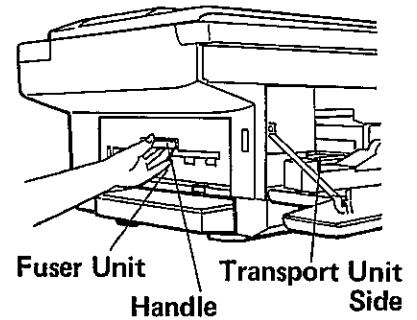
When **J-1**, or **J-3** are displayed

1. Remove the standard paper cassette and open the front cover of the copier.
2. Turn the waste toner receptacle lock lever clockwise to the right and swing the receptacle out to the left.
3. Turn the Paper Transport Unit lever to the right to lower the unit.
4. If paper has stopped in the Paper Feed Unit, turn the green registration roller knob counterclockwise to the left to move the paper out from between the rollers for easy removal. Use care not to touch or in any way make contact with the drum.



Note: After removing the paper, turn the Transport Unit lever to the left and return the waste toner receptacle to its operating position. Turn the waste toner lock lever counterclockwise to the left.

5. If paper has stopped in the fuser unit side of the copier, open the fuser unit by lifting the handle of the unit. Remove the copy tray. Remove the paper from the transport unit side by carefully pulling it out.

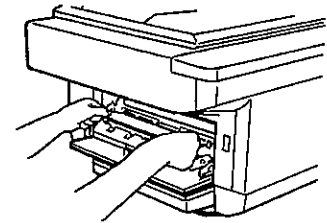


6. If the paper has partially exited from the fuser unit, remove the copy tray and open the fuser unit. Slowly pull out the paper from the fuser.

Note: After removing the paper, close the fuser unit.

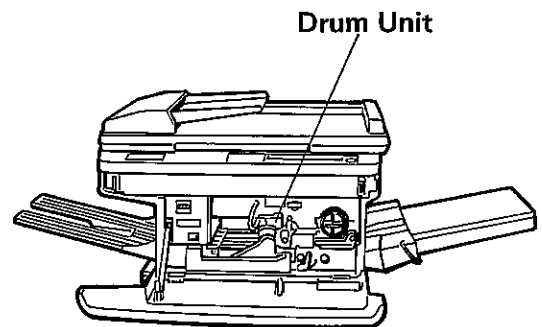
CAUTION:

The fuser unit uses extreme heat. Use care when around the copier in this area. After paper is removed, it is possible that the first copy made may be "dirty" because unfused toner may be adhered to the paper feed roller or fuser roller. Making several copies will clean the toner of the rollers.



When  is displayed

This indicates paper has stopped in the drum unit. Contact your Sanyo Service Representative.



When  is displayed

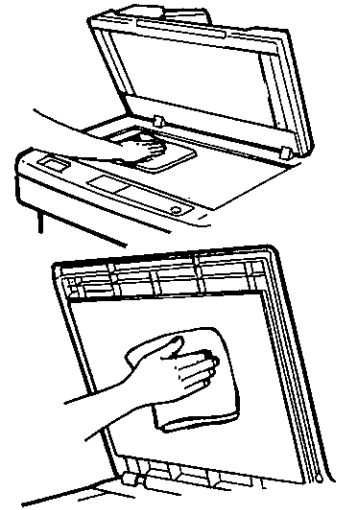
This indicates when paper is stopped in the Reverseing Automatic Document Feeder.

CARE AND MAINTENANCE


Cleaning the Platen and Platen Cover

Dirt on the platen glass or platen cover may show up on copies, so it is important to keep both of these items clean.

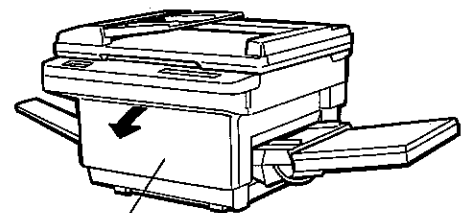
- Wipe the platen glass and the platen cover clean with a clean, soft cloth.
- When dirt cannot be easily removed, use a cloth soaked in alcohol.



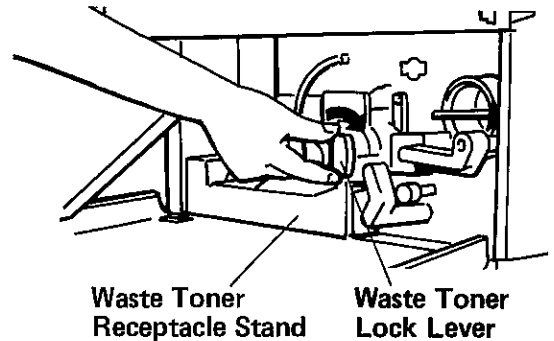
Disposing of Used Toner

When the empty waste toner indicator  light turn on the copier is not operational. The full waste toner receptacle must be replaced with a new, empty receptacle.

- Open the front cover.
- Turn the waste toner receptacle lock lever clockwise to the right and swing the waste toner receptacle stand to the left.
- Remove the full receptacle.
- A cap was provided to seal the full receptacle, to avoid spills.
- Put the new empty receptacle on the waste toner receptacle stand.
- Push the waste toner receptacle stand back to its operating position. Turn the lock lever counter-clockwise to the left.
- Close the front cover.



Front Cover

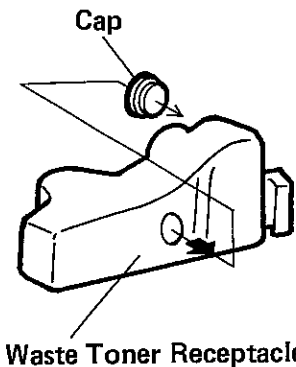


Waste Toner Receptacle Stand

Waste Toner Lock Lever

CAUTION:

- Do not re-use the waste toner.
- Do not incinerate waste toner.



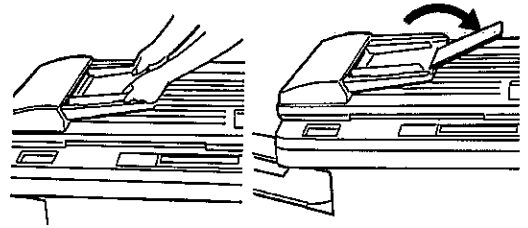
Waste Toner Receptacle

HOW TO USE THE REVERSING AUTOMATIC DOCUMENT FEEDER

The document feeder is equipped with an inversion function which turns over two-side originals for copying without operator intervention.

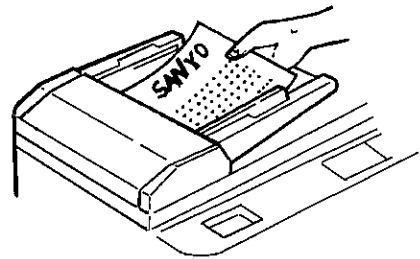
1. Adjust the guides to the size of original.

- If you are copying a large original An auxiliary tray can be opened to accommodate the large original.



2. Place the originals face up in the tray until the lead edge make contact.

- The "Original set" light will be turned on.
- It is possible to stack a maximum of 30 originals of 64g/m² /20 lbs.



3. Make all other copy function selections.

- If copies are being made of a two-side original, press the two-side copy key.

4. Press the copy key.

- The original will be fed sequentially from the bottom when copying is started. After completing the copy of the original, the original will be discharged into the original exit tray.

Originals not acceptable by the RADF

The following originals will not be accepted by the RADF.

If you have an original of this type, make a copy by not using the RADF.

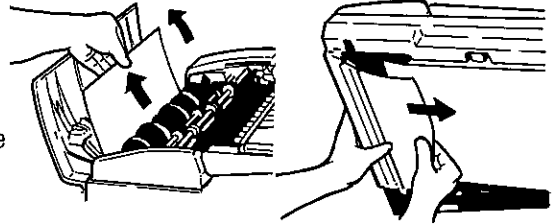
- Originals with paper clips or staples.
- Thin tracing paper.
- Thick original, such as book, etc.
- Originals that are larger or smaller than A5/5" x 7" to A3/11" x 17".



CLEARING A MISFEED IN THE REVERSING AUTOMATIC DOCUMENT FEEDER (RADF)

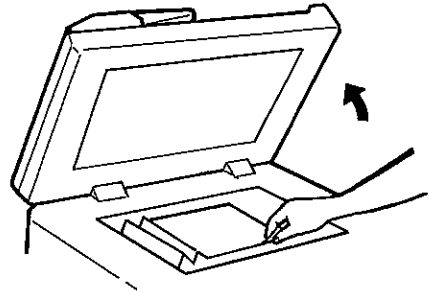
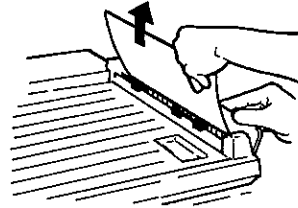
When the original has stopped in RADF, the symbol () will be display in the copy quantity window. The location light on the copier diagram on the control panel will flash and the "original set" indicator light will also flash.

1. To remove the original stopped in the original tray.

- A. When the original is stopped near paper feed port, open the open/close cover to remove the paper. Close the cover after the paper has been removed.
- B. When the original is stopped near paper exit port, open the paper discharge cover to remove the paper.
- C. When original is stopped on the platen glass, open the RADF and remove the paper.



The RADF paper misfeed indicator light  and original set indicator  are reset by opening and then closing the RADF.



2. After removing the original, place it at the Bottom of the stack of originals on the RADF.

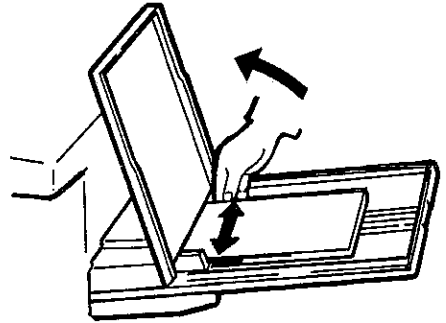
3. Press the COPY key.

- The original will be fed again to make copies.

HOW TO USE THE UNIVERSAL PAPER TRAY

Making copies using the universal paper tray

1. Open the cassette cover and spread open the paper guides.



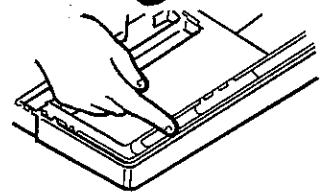
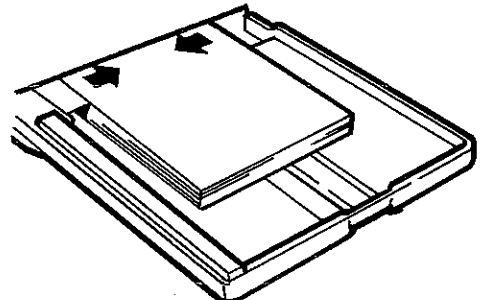
2. Fan the paper thoroughly and place it into the paper tray.

NOTE:

Paper should be loaded no higher than the mark at point A.

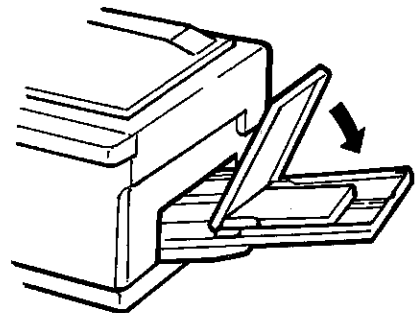


3. Make sure the trailing edge of the paper stack is aligned with the paper size indicators. Adjust the paper guides to the size of the paper. When using 8-1/2" x 1" or 8-1/2" x 14", 10" x 14" size paper, the length select switch must be set to correspond to the length of the paper being used.



4. Close the cassette cover. Make sure the paper is loaded lengthwise in the cassette.

5. Press the copy key.

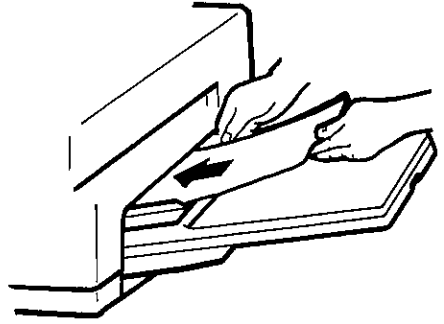


Making copies using the manual bypass located on the universal paper tray

1. Adjust the paper guides to the size of the paper.
2. Place the paper between the guides with the side to be copied onto facing up.
3. Slide the paper into the copier until it begins to feed automatically.

CAUTION:

- Paper cannot be fed through the bypass when paper from the cassette is being fed through the copier.
- Feed paper ONLY WITHIN the following sizes through the bypass:
WIDTH: 100mm(4") ~ 297mm(11-11/16")
LENGTH: 140mm(5-1/2") ~ 432mm(17")



TROUBLE-SHOOTING GUIDE

If operation is not optimum, please check the following points:

Problem	Checkpoints and Remedies
Power doesn't go on.	<ul style="list-style-type: none"> ● Make sure the plug is plugged into the electrical outlet. ● Make sure the fuse or circuit breaker for the outlet has not blown.
The "ready" indicator doesn't light up 2 to 3 minutes after the power switch is turned on.	<ul style="list-style-type: none"> ● Check the "[E]" indicator. ● Make sure that the paper fuser unit, or the front cover are closed.
Paper misfeeds occur frequently.	<ul style="list-style-type: none"> ● Make sure that the paper is of the correct specification – The correct weight, not too thick or too thin, and the right size. ● Check to see if the paper cassette is loaded correctly. ● Clean the rubber wheels in the paper feed unit. ● Make sure that the ends of the paper are under the tabs on either side of the cassette. ● Make sure that the paper used is not curled or folded. ● Make sure that the cassette is inserted properly in the cassette port. ● Make sure that a scrap of torn paper is not jammed inside the unit. ● Make sure that the paper hasn't absorbed excess moisture.
The copies are too dark or too light.	<ul style="list-style-type: none"> ● Make sure the exposure control is adjusted properly. ● Make sure that the paper hasn't absorbed excess moisture. – Use new paper.
Copies look messy.	<ul style="list-style-type: none"> ● Make sure that the platen glass or the platen cover are not dirty. ● Make sure that the exposure control is adjusted properly.

If the problem is not solved by following the above suggestions, or if the copier develops a problem that's not mentioned above, contact your Sanyo service representative.

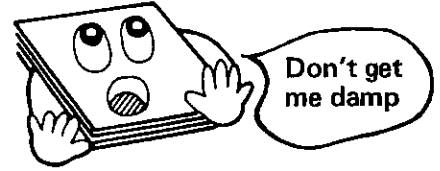
CONSUMABLE SUPPLIES

Paper

Paper used should be within the proper weights and size specified.

Storage

Do not store paper in areas that are overly damp or humid or subject to radical temperature changes, since the paper can cause copy quality to deteriorate or lead to excessive paper misfeeds if it absorbs moisture.



Toner, Developer, Waste toner Receptacle, Photo conductor (Drum)



Toner



Developer



Waste Toner Receptacle

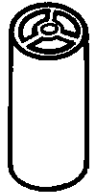


Photo Conductor

Storage

Store the toner and developer in a cool, dark, dry place.

AFTER SALES SERVICE

If Operation is Abnormal:

Use the trouble-shooting guide on page 29 of this manual to determine and correct the problem. If you cannot solve the problem using this guide, pull the plug out of the electric socket and do not use the copier until it has been checked by your Sanyo service representative.

CAUTION:

One cartridge of toner makes approximately 3000 copies (on the basis of a letter size black/white 6% ratio chart), however, the amount of toner consumed will be increased if copies have greater inked (black) portion.



SANYO Electric Co., Ltd.
OSAKA, JAPAN