

# Quick Setup Guide

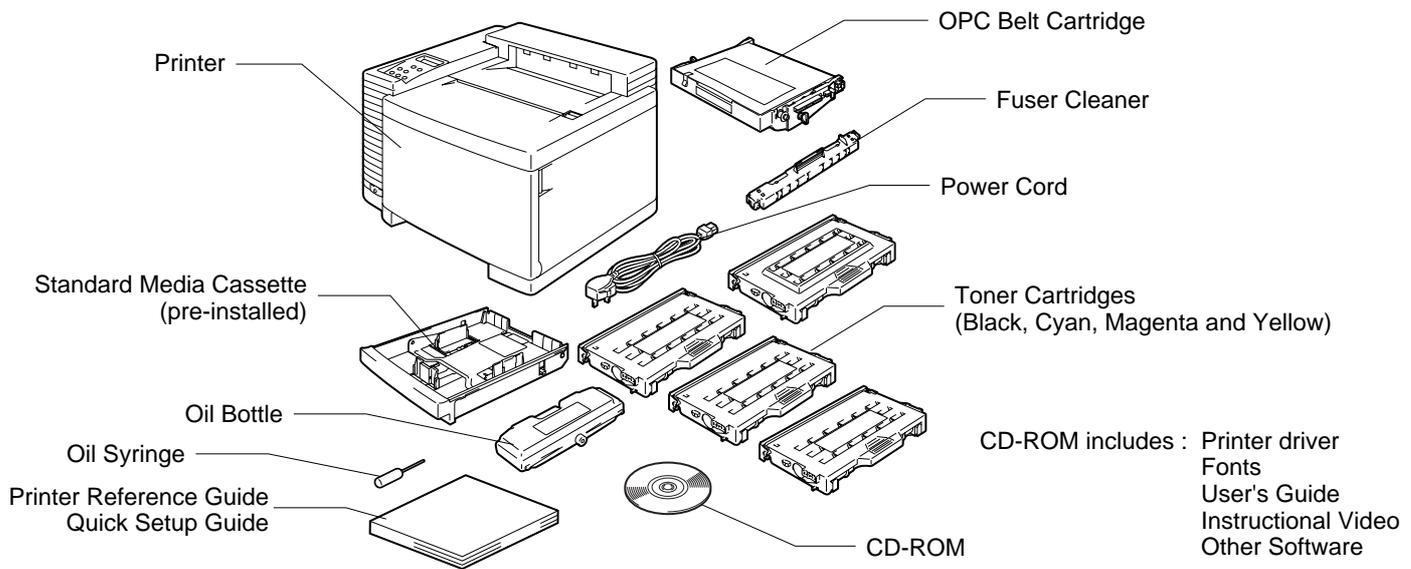
Read this Setup Guide before setting up the printer.

Before using the printer, you must completely set up all hardware and install the driver.

- Identify the Operating System on your computer (Windows® 3.1x, 95/98, Windows NT® 4.0 or Macintosh)
- Purchase the appropriate interface cable for your computer (Parallel, Serial, Network Interface)
- Follow the instructions in this guide for your operating system and cable interface.

## Components

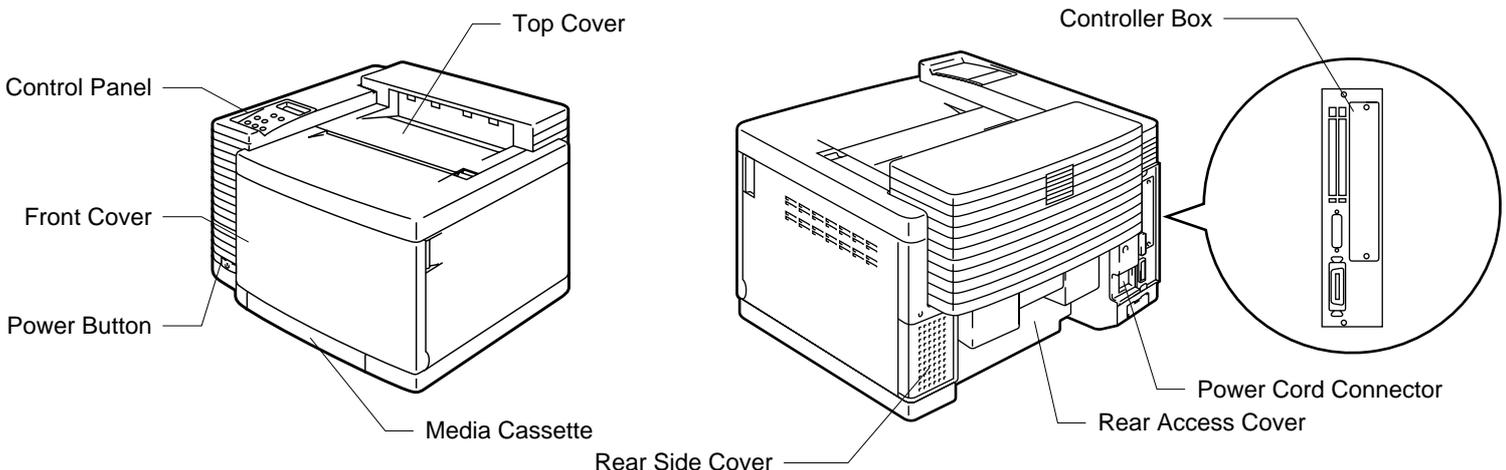
Components may differ from one country to another. Save all packing materials and the printer carton. They should be saved for re-use when shipping the printer.



### Note

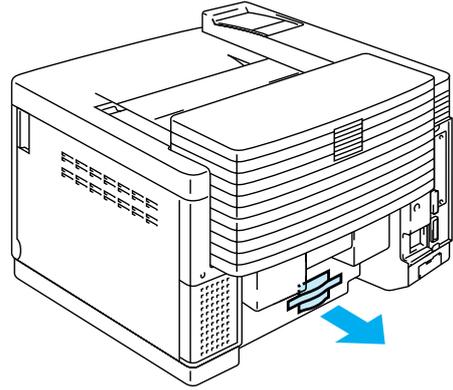
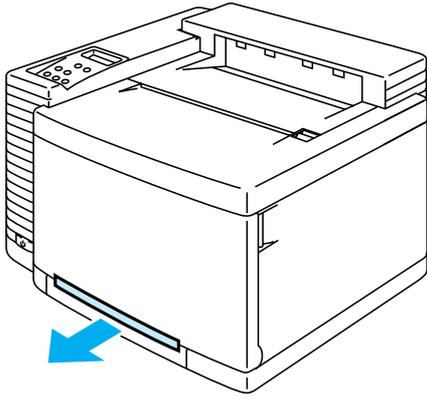
It is ESSENTIAL that you keep all packing materials for transporting or storing the printer later. Failure to empty, clean and correctly repack the printer according to the manufacturer's instructions before shipment will result in serious damage to the printer that may not be covered by the printer warranty.

## General View



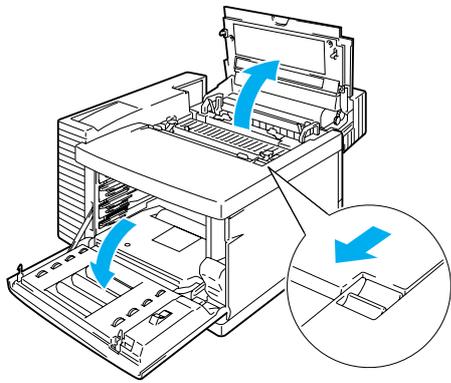
# Step 1 Remove the Protective Parts

- 1 Remove the protective parts, as shown.

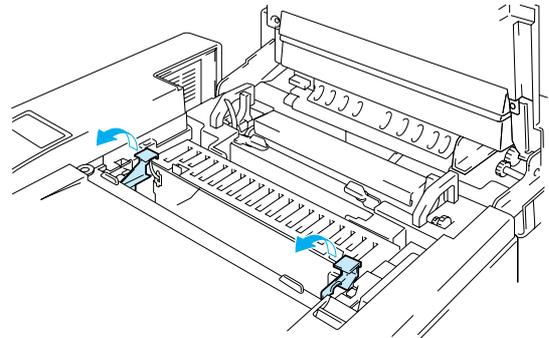


# Step 2 Install the OPC Belt cartridge

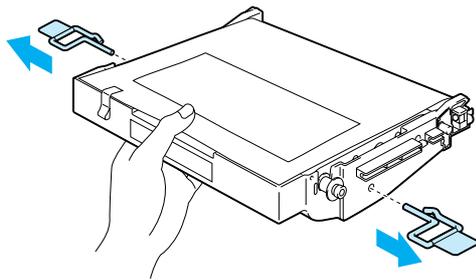
- 1 Open the Front Cover and then the Top Cover.



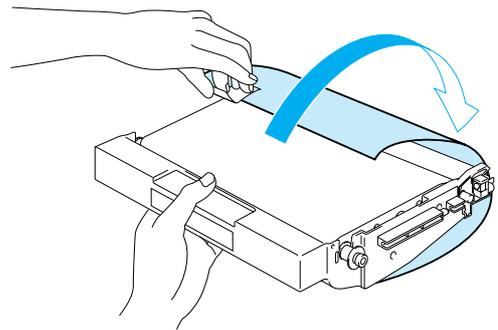
- 2 Release both green Belt Cartridge Lock Levers by pulling them toward you.



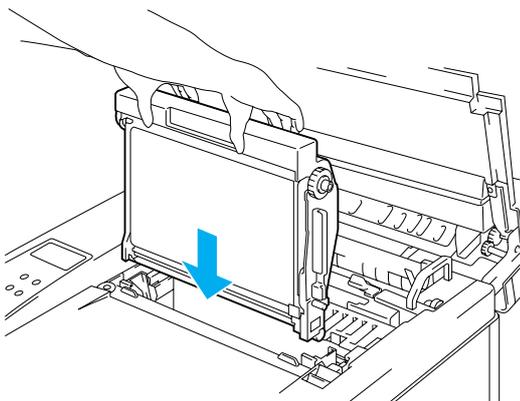
- 3 Remove the orange Belt Tension Release Pins from both sides of the OPC Belt cartridge.



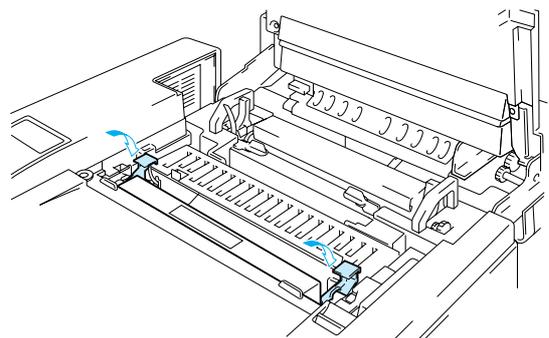
- 4 Install the OPC Belt Cartridge immediately after you remove the Protective Sheet.



- 5 Insert the OPC Belt Cartridge into the printer cartridge guides with the flat side facing you.

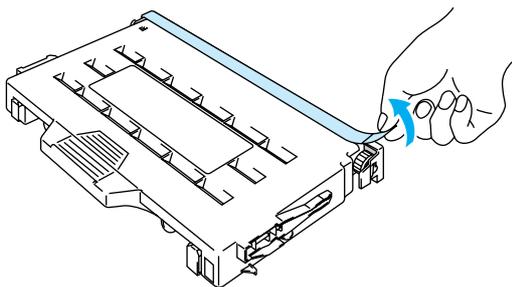


- 6 Lock the Belt Cartridge Lock Levers by pushing them backward until they click into place.

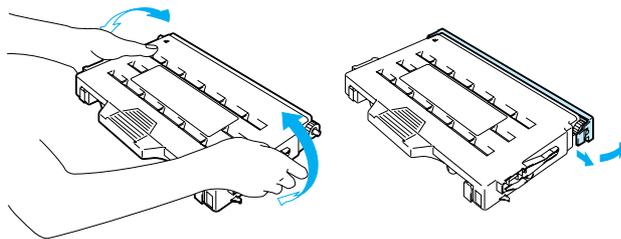


## Step 3 Install the Toner Cartridges

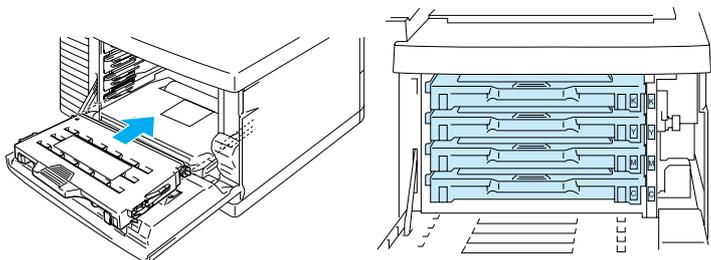
- 1** Pull off the tape labeled 'REMOVE' from the toner cartridge.



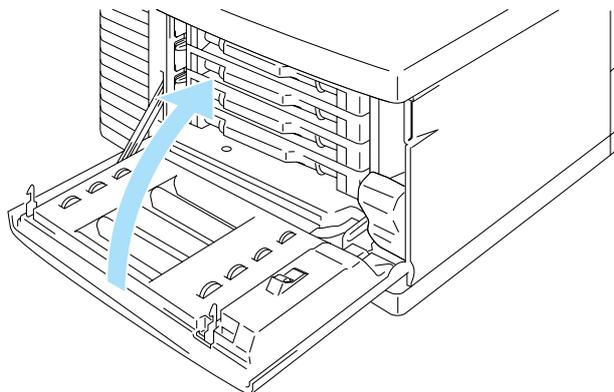
- 2** After rocking each toner cartridge 3 to 4 times, remove the orange protective cover from the toner cartridges.



- 3** Install the 4 toner cartridges by sliding each of them into the correct guide.

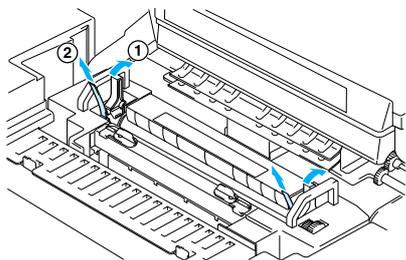


- 4** Close the Front Cover.

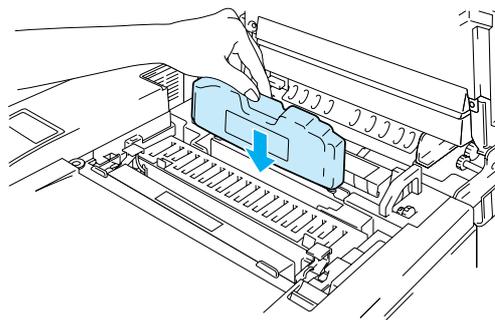


## Step 4 Install the Oil Bottle and Fuser Cleaner

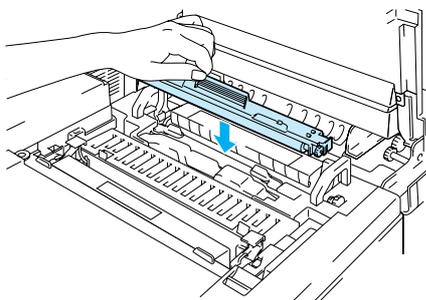
- 1** Release the Fusing unit pressure a little by pushing the Pressure Release Levers to the OPEN position. (①). Pull the orange protective parts fitted between the rollers of the Fusing Unit and remove them (②). Make sure that the Pressure Release Levers are put back to the SET position.



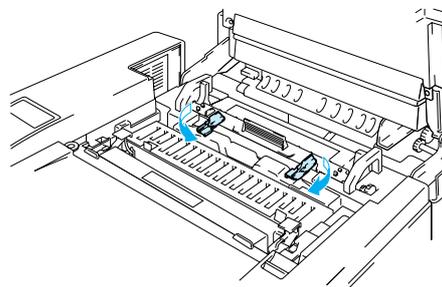
- 2** Install the Oil Bottle into the Fusing Unit with the label side facing the front of the printer.



- 3** Set the Fuser Cleaner into the Fusing Unit with the roller side facing you.

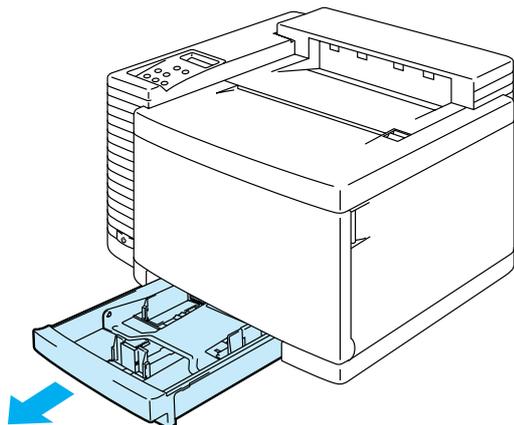


- 4** Lock the Oil Bottle and the Fuser Cleaner in place by turning the Oil Bottle Lock Levers. Close the Top Cover.

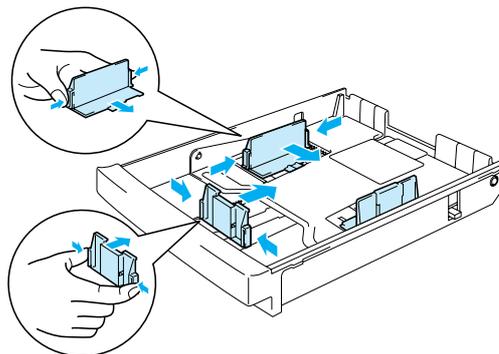


# Step 5 Load Paper in the Media Cassette

1 Pull the Media Cassette out of the printer.



2 Adjust the Paper Guides to accommodate the paper size you want to load. Hold the shaded parts shown below to move the guides.

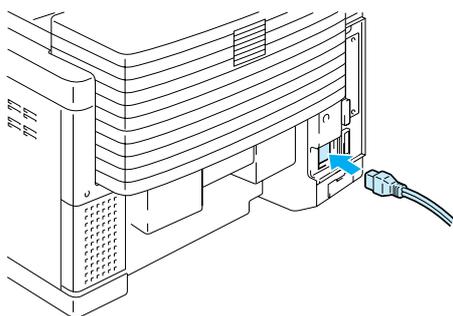


3 Load paper into the Media Cassette.

4 Reinsert the Media Cassette into the printer.

# Step 6 Test Print

1 Plug in the power cord and turn the printer on. Wait until the printer initializes.



2 When the following LCD message appears, press the **Set** button to take the printer off-line.



3 Hold down the **Shift** button and press the **Test** button then release both buttons.

4 Press the **▲** or **▼** button to scroll through the display until the desired message appears. Choose from one of the following selections:

To Print	LCD Message
the Demonstration Page	DEMO PAGE
the Test Pattern	TEST PRINT
the list of printer settings	PRINT CONFIG
the list of internal or resident fonts	PRINT FONTS I
the list of optional card fonts	PRINT FONTS C
the list of permanent download fonts	PRINT FONTS P

5 Press the **Set** button and the printer will print the selected item.

Some models may have NC-3100h pre-installed. For settings information please see the Network User's guide on the CD-ROM.

To install the printer driver, please refer to the CD-ROM supplied with the printer.

## Note

A real time clock is built into this printer. Set the time referring to the user's guide on the CD-ROM. You need to set the time before you can use the log management and fax functions.