

REPLACING THE TONER CARTRIDGES

When toner runs low, "[□□□□] TONER SUPPLY IS LOW" appears in the display. It is recommended that you keep a set of new toner cartridges so that you can replace them quickly when toner runs out.

READY TO COPY.
([□□□□] TONER SUPPLY IS LOW.)



If you continue to use the toner cartridge, the toner will eventually run out, the machine will stop and the following message will appear.

△ CHANGE THE TONER CARTRIDGE.
([□□□□])

This indicates the colour of toner that is low.

- Y = Yellow toner
- M = Magenta toner
- C = Cyan toner
- BK = Black toner

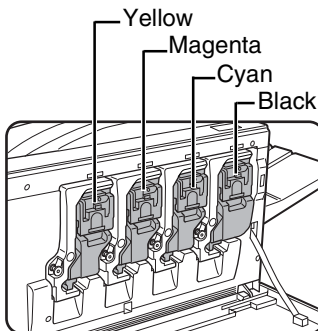
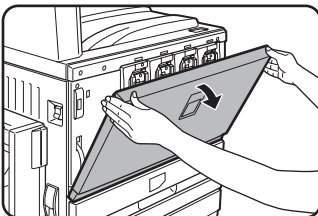
2

NOTES

- There may be cases that copy images become light or uneven before the message is displayed, depending on the way the machine is used. If this occurs, take out the toner cartridge by following the same steps as replacement, shake it horizontally to even out the toner in the cartridge, and re-insert the toner cartridge. If copy images do not improve even after following this procedure, replace the toner cartridge with a new cartridge.
- If one of the toners is out, including black toner, colour copying will not be possible. If Y, M, or C runs out but BK toner remains, black and white copying will still be possible.

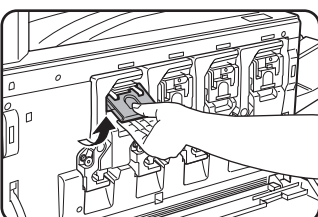
Follow these steps to replace the toner cartridge that is out of toner.

1 Open the front cover.



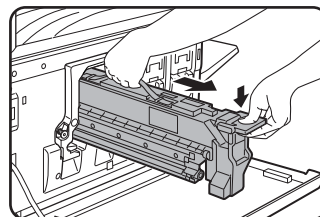
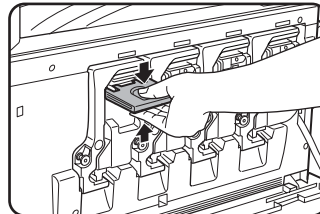
Arrangement of colour toner cartridges

2 Lift the cartridge lock lever toward you.



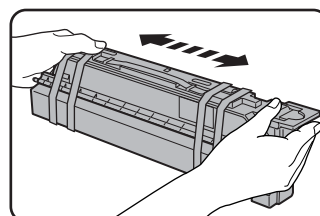
Example: Replacing the yellow toner cartridge

3 While holding the lock lever on the toner cartridge, pull the toner cartridge toward you.



Hold the toner cartridge with both hands as shown in the illustration, and pull it out of the machine.

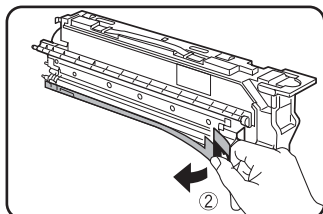
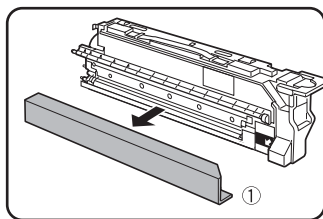
4 Remove a new toner cartridge from the package and shake it horizontally five or six times.



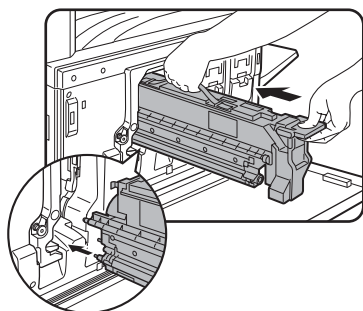
NOTE

Shake the toner cartridge well to ensure that the toner flows well and will not stick to the inside of the cartridge.

5 Remove the protective material from the new toner cartridge.



6 Insert the new toner cartridge.

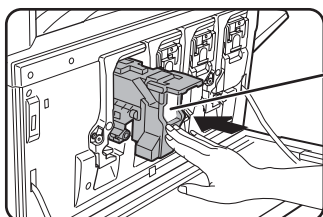


Align the insert holes as shown and then push the cartridge in.

NOTE

A toner cartridge of a different colour cannot be installed. For instance, a yellow cartridge cannot be installed in the cyan position.

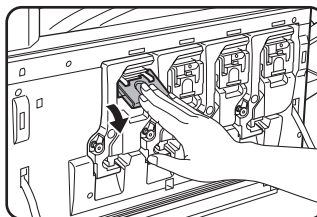
7 Push the cartridge in until it locks securely in place.



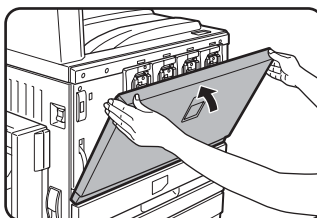
NOTE

Do not push the white area shown in the illustration. The lock lever may come down.

8 Return the cartridge lock lever.



9 Close the front cover.



After the toner cartridge is replaced, the machine automatically enters resolution adjustment mode. (In some cases, this may take about 5 minutes.)

CAUTION

- Do not throw the toner cartridge into a fire. Toner may fly and cause burns.
- Store toner cartridges out of the reach of small children.