

DF-780(B)

Operation Guide



Please read the Operation Guide before using this product. After reading, keep it close to the copier/printer for easy reference.


English


Please read the Operation Guide before using this product. After reading, keep it close to the copier/printer for easy reference.

Refer to the Operation Guide for the copier/printer for information on the service representative for your product.


The sections of this Operation Guide and parts of this product marked with symbols are safety warnings meant to protect the user, other individuals and surrounding objects, and ensure correct and safe usage of the product.

The symbols and their meanings are indicated below.


WARNING: Indicates that serious injury or even death may result from insufficient attention to or incorrect compliance with the related points. 


CAUTION: Indicates that personal injury or mechanical damage may result from insufficient attention to or incorrect compliance with the related points. 


Symbols


The  symbol indicates that the related section includes safety warnings. Specific points of attention are indicated inside the symbol.


 [General warning]


The  symbol indicates that the related section includes information on prohibited actions. Specifics of the prohibited action are indicated inside the symbol.


 [Warning of prohibited action]

 [Disassembly prohibited]

The  symbol indicates that the related section includes information on actions which must be performed. Specifics of the required action are indicated inside the symbol.

 [Alert of required action]

 [Remove the power plug from the outlet]

 [Always connect the product to an outlet with a ground connection]

Please contact your service representative to order a replacement if the safety warnings in the Operation Guide are illegible or if the Operation Guide itself is missing. (fee required)

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INSTALLATION PRECAUTIONS

Environment

CAUTION

Avoid placing this product on or in locations which are unstable or not level. Such locations may cause the product to fall down or fall over. This type of situation presents a danger of personal injury or damage to the product.



Avoid locations near radiators, heaters, or other heat sources, or locations near flammable items, to avoid the danger of fire. .



Other precautions

The requirements for the operating environment are as follows:

- Temperature: 0°C to 35°C (35°F to 95°F)
- Humidity: 10% to 85%

Note that ambient environmental conditions, such as ventilation, may affect performance.

The following locations should be avoided:

- Avoid locations near a window or with exposure to direct sunlight.
- Avoid locations with vibrations.
- Avoid locations with drastic temperature fluctuations.
- Avoid locations with direct exposure to hot or cold air.

Handling of plastic bags

WARNING


Keep the plastic bags that are used with this product away from children. The plastic may cling to their nose and mouth causing suffocation.





PRECAUTIONS FOR USE


Cautions when using this product


WARNING


DO NOT place metallic objects or containers with water (flower vases, flower pots, cups, etc.) on or near this product. This type of situation presents a danger of fire or electrical shock should any water fall inside. 

DO NOT damage, break or attempt to repair the power cable. DO NOT place heavy objects on the power cable, pull it, bend it unnecessarily or cause any other type of damage. These types of situations present a danger of fire or electrical shock. 


NEVER attempt to repair or disassemble this product or its parts as there is a danger of injury or fire or electrical shock. 


If this product becomes excessively hot, smoke appears, there is an odd smell, or any other abnormal situation arises, there is a danger of fire or electrical shock. Immediately turn the copier/printer OFF (O) at the main power switch and remove the copier/printer power plug from its outlet. Then contact your service representative. 

If anything harmful (paper clips, water, other fluids, etc.) falls into this product, immediately turn the copier/printer OFF (O) at the main power switch, remove the copier/printer power plug from its outlet and then contact your service representative. If you continue to use this product without taking these steps, there is a danger of fire or electrical shock. 

ALWAYS contact your service representative for maintenance or repair of internal parts. ... 


CAUTION

For safety purposes, ALWAYS turn the copier/printer OFF (O) at the main power switch and remove the copier/printer power plug from its outlet when cleaning this product. 

DO NOT touch the ejection tray when the product is in operation as there is a danger of injury. 

If dust accumulates within this product, there is a danger of fire or other trouble.

It is therefore recommended that you consult with your service representative in regard to cleaning of internal parts. This is particularly effective if accomplished prior to seasons of high humidity.

Consult with your service representative in regard to the cost of cleaning the internal parts of the product as well. 

Other precautions

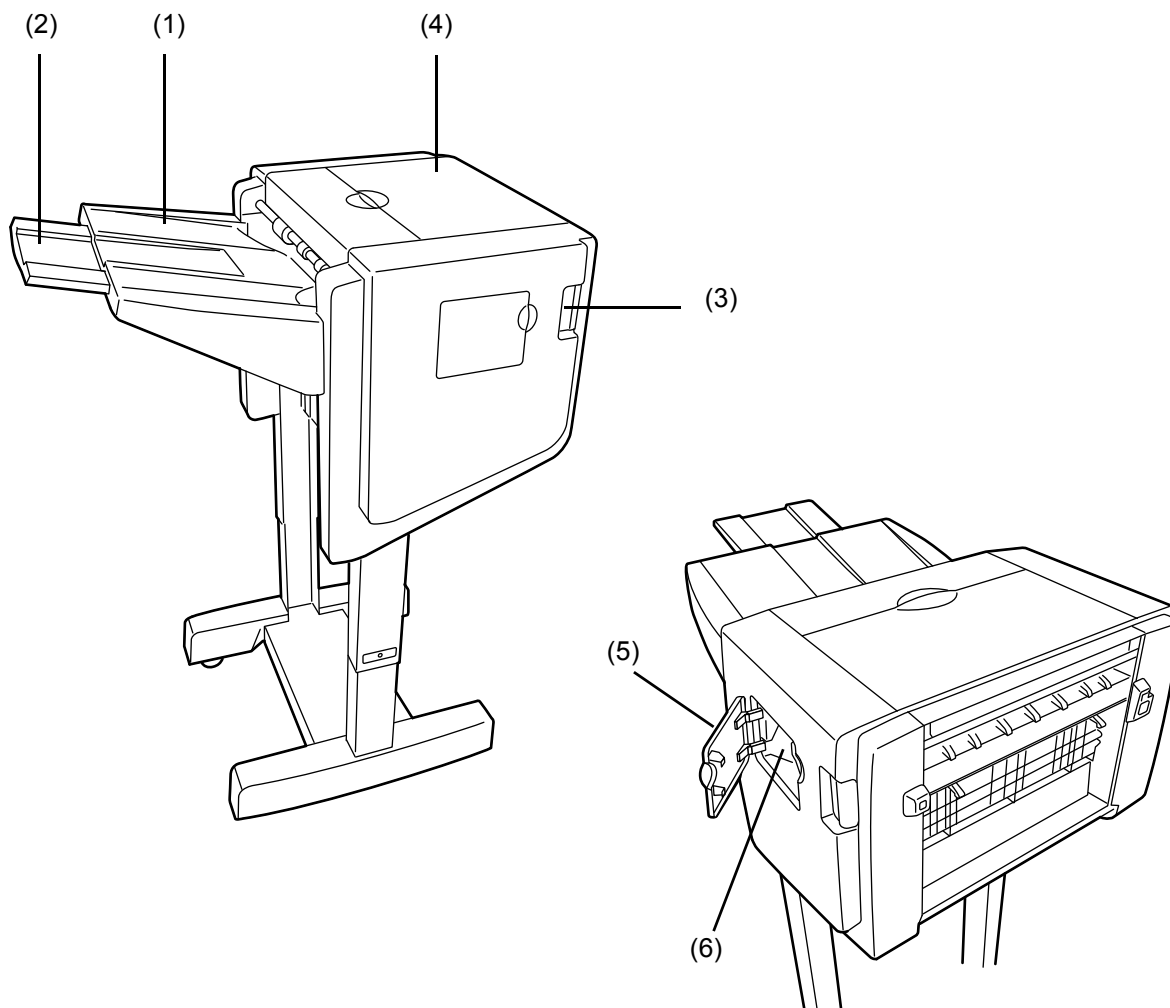
DO NOT place heavy objects on this product or cause other damage to the product.

When lifting or moving the product, contact your service representative.

Do not touch electrical parts, such as connectors or printed circuit boards. They could be damaged by static electricity.

DO NOT attempt to perform any operations not explained in this Operation Guide.

Names of parts



(1) Ejection tray

Copies and printouts will be ejected onto this tray.

(2) Ejection tray extension

Pull this extension out when you want to copy or print onto 11" × 17", 8 1/2" × 14", B4 or A3 size paper.

(3) Finisher release button

Push this button when you want to separate the Document Finisher from the copier (or printer).

(4) Top Cover

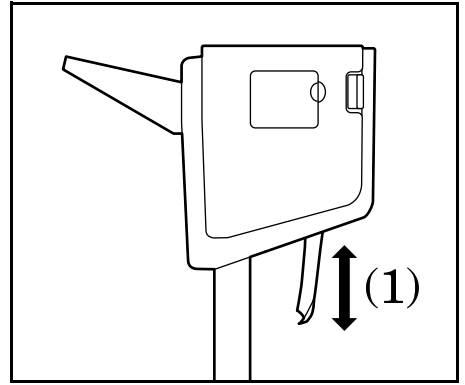
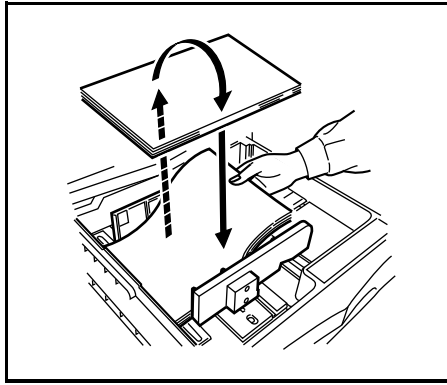
Open this cover if a paper jam occurs inside of the Document Finisher.

(5) Staple cover

Open this cover when you want to replenish staples.

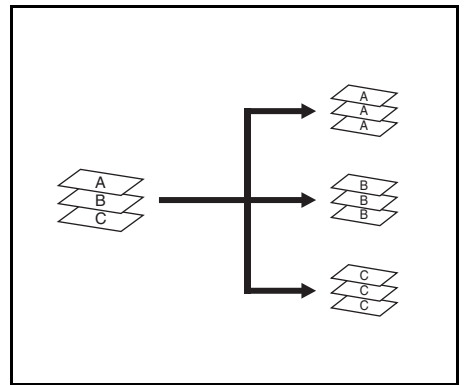
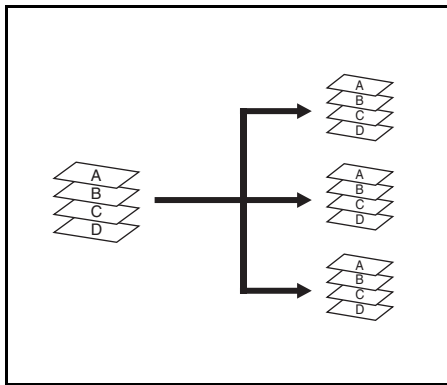
(6) Staple cartridge holder

The staple cartridge is installed here. Pull out this holder when you want to replenish staples.



Cautions

- If finished copies or printouts come out curled or are stacked unevenly, turn the paper in the drawer [cassette] over and reload it.
- While the Document Finisher is turning the copy or printout over, that paper will be visible (as shown in (1) in the illustration). NEVER attempt to grab the paper at this point.



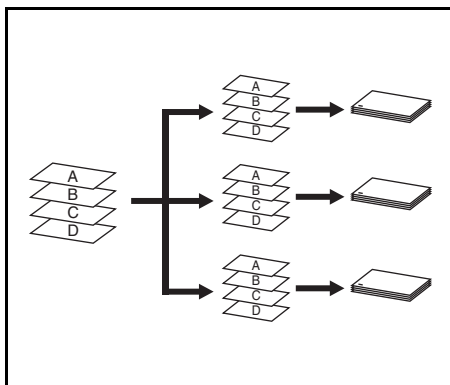
Types of modes [copier]

Sort: ON

This mode automatically sorts copies made from multiple originals into identical sets.

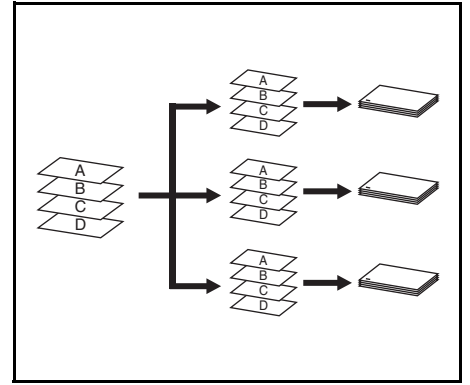
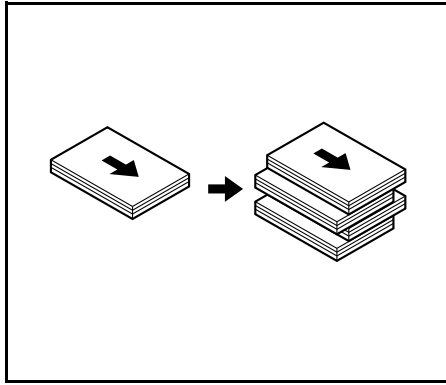
Sort: OFF

This mode automatically groups copies made from multiple originals, with all the copies produced from an individual original grouped together in one set.



Stapling

This mode automatically sorts and then staples each copy set.



Types of modes [printer]

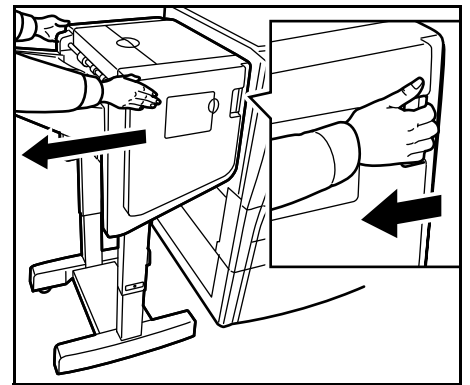
Offset ejection

This mode automatically shifts each set of printouts to the right and left in order to separate each individual set in a staggered fashion.

The following paper sizes can be used in *Offset: Each Set, Each Page Mode*:
 11" × 17", 8 1/2" × 14", 8 1/2" × 13 1/2", 8 1/2" × 13", 8 1/2" × 11", 11" × 8 1/2", 7 1/4" × 10 1/2", A3, B4, A4, A4R, B5, B5R, 8K or 16K.

Stapling

This mode automatically staples each set of printouts.



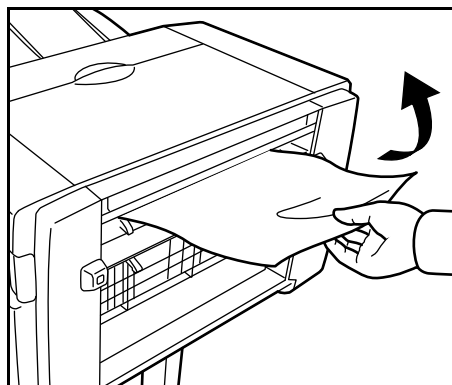
1. Push the finisher release button to separate the Document Finisher from the copier (or printer).

Troubleshooting

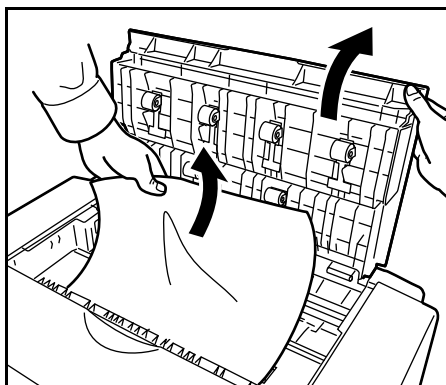
(Paper jam, replenishing staples and staple jam)

Handling a paper jam

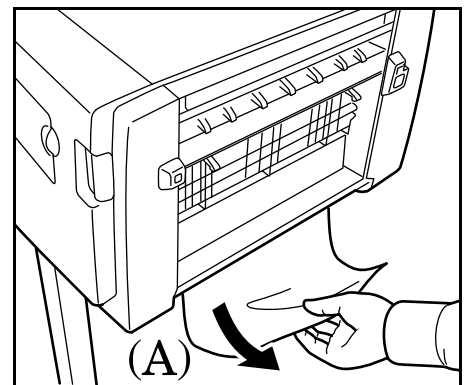
If a paper jam happens to occur, the operation will stop, and an indication of the cause of the jam will appear on the operation panel of the copier (or the message display of the printer).



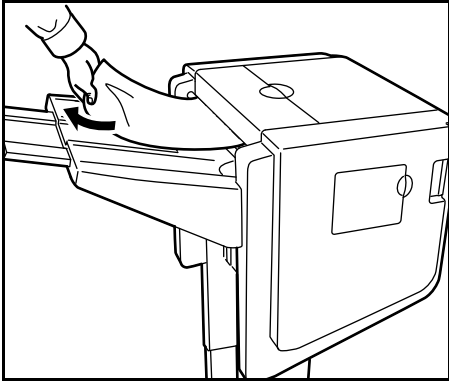
2. Remove any jammed paper there.



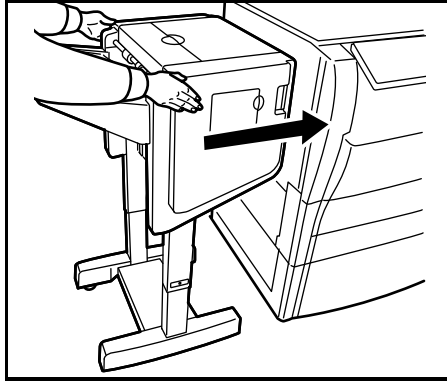
3. Open the top cover and remove any jammed paper inside that cover.



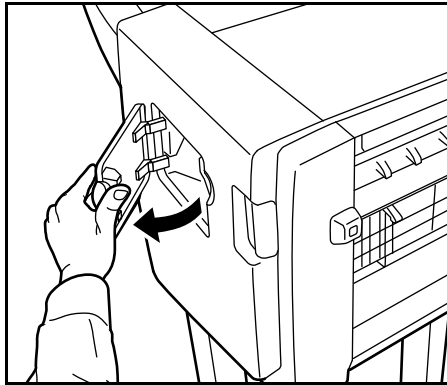
4. Check the lower portion of the Document Finisher (A) and remove any jammed paper from that area.



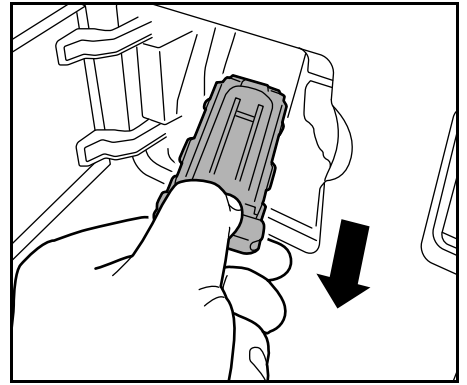
5. Remove the jammed paper.



6. Close the top cover and reattach the Document Finisher to the copier (or printer).



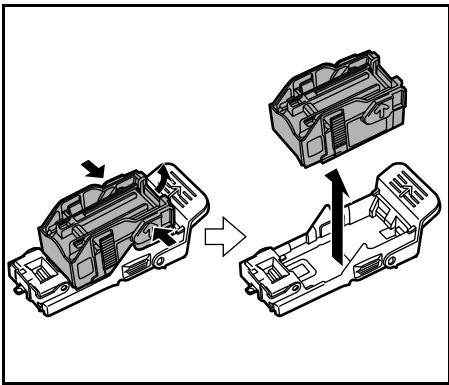
1. Open the staple cover.



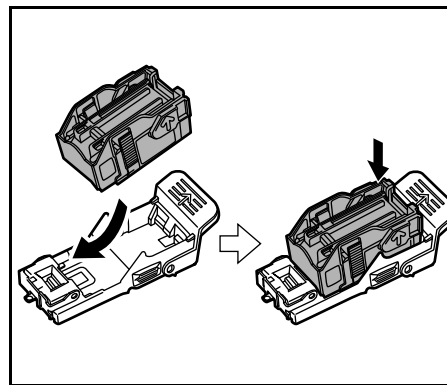
2. Remove the staple cartridge holder.

Replenishing staples

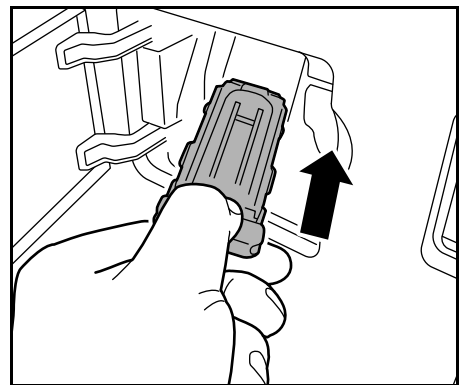
If an indication that staples have run out appears on the operation panel of the copier (or the message display of the printer), perform the following procedure.



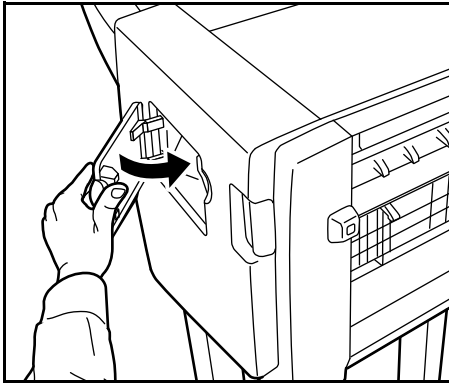
3. Remove the empty staple cartridge from the staple cartridge holder.
* The staple cartridge can only be removed when it contains no more staples.



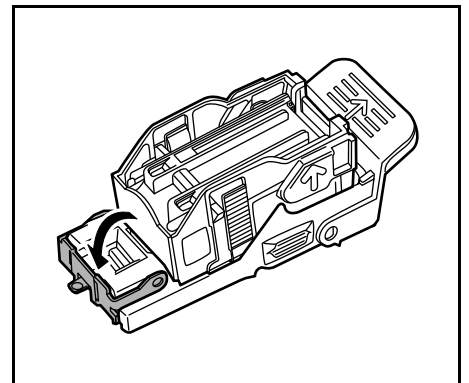
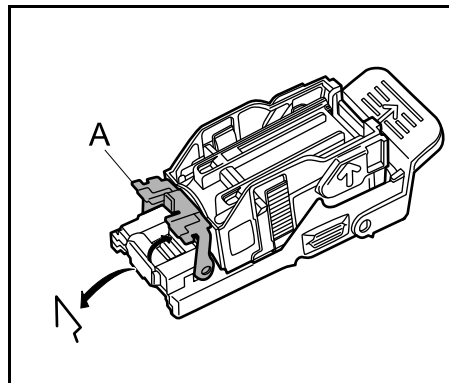
4. Insert the new staple cartridge into the staple cartridge holder.



5. Re-install the staple cartridge holder. The staple cartridge holder will click into place when it has been inserted correctly.



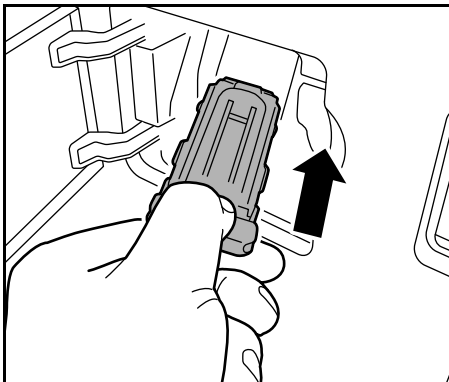
6. Close the staple cover.



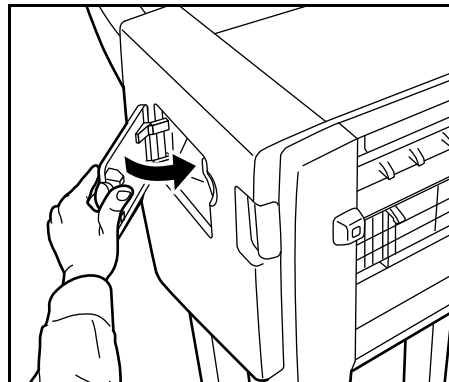
Handling a staple jam

If a paper jam happens to occur during stapling, a staple may have jammed. In this case, perform the following procedure.

1. Remove the staple cartridge holder using the same procedure as in "Replenishing staples". Then, open the cover plate (A) of the staple cartridge holder and remove any jammed staples.
2. Close the cover (A) plate of the staple cartridge holder into its original position.



3. Re-install the staple cartridge holder. The staple cartridge holder will click into place when it has been inserted correctly.



4. Close the staple cover.

Specifications

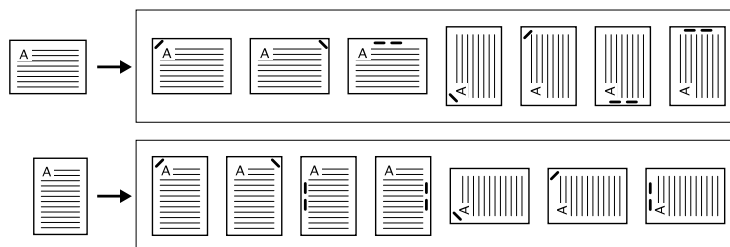
Type	Floor model
Available trays	One
Thickness of paper	64 to 105 g/m ²
Tray capacity	(When using under 90 g/m ² weight paper) When NOT stapling Folio, 11" × 17", 8 1/2" × 14", 8 1/2" × 13 1/2", 8 1/2" × 13", A3, B4 or 8K: 500 sheets 8 1/2" × 11"*, 11" × 8 1/2", 7 1/4" × 10 1/2", A4, A4R*, B5, B5R or 16K: 1000 sheets When stapling 2 to 10 sheets A3, B4, 11" × 17", 8 1/2" × 14", 8K: 30 sets A4R, 8 1/2" × 11", B5R: 40 sets A4, 11" × 8 1/2", 16K: 45 sets B5: 50 sets When stapling 11 to 20 sheets A3, B4, 11" × 17", 8 1/2" × 14", 8K: 12 sets A4R, 8 1/2" × 11", B5R: 35 sets A4, B5, 11" × 8 1/2", 16K: 40 sets When stapling 21 to 25 sheets A3, B4, 11" × 17", 8 1/2" × 14", 8K: 10 sets A4, A4R, B5, B5R, 8 1/2" × 11", 11" × 8 1/2", 16K: 30 sets When stapling 26 to 30 sheets A4, A4R, B5, B5R, 8 1/2" × 11", 11" × 8 1/2", 16K: 30 sets When stapling 31 to 50 sheets A4, A4R, B5, B5R, 8 1/2" × 11", 11" × 8 1/2", 16K: 20 sets
Stapling capacity	(When using under 90 g/m ² weight paper) Folio, 11" × 17", 8 1/2" × 14", 8 1/2" × 13 1/2", 8 1/2" × 13", 8K, A3 or B4: 25 sheets 8 1/2" × 11", 11" × 8 1/2", 7 1/4" × 10 1/2", 16K, A4, A4R, B5 or B5R: 50 sheets Mixed sizes: 25 sheets or less * The specified stapling capacity may not be possible when using color copy paper. This is due to the characteristics of the paper.
Power source	Supplied from the copier or printer
Dimensions (W × H × D)	25 13/32" × 21 21/64" × 40 9/16" 634.9 mm × 533 mm × 1013.5 mm
Weight	Approx. 59 lbs / 26.5 kg

(Specifications are subject to change without notice.)

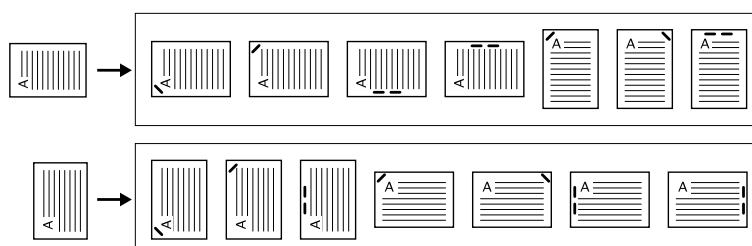
* 500 sheets when printing out from the printer or when using the copier as a printer.

Staple

Orig. Set Direction:
Top Edge/Back Edge



Orig. Set Direction:
Left Top Edge/Left top corner



**QUALITY
CERTIFICATE**

This machine has passed
all quality controls and
final inspection.

