



ComColor FT Series

5430/5430R/5230/5230R/5231/5231R/
5000/5000R/2430

ComColor black FT Series

1430/1430R

// This guide describes the machine settings and options (IC card reader, scanner, etc.)
to be performed by the administrator.

Administrator's Guide

This device is compliant with the substance emission inspections of the German environmental label "RAL-UZ205".



CAUTION

The "Safety Precautions" are provided in the User's Guide.
Be sure to read through them prior to use.
After reading this guide, keep it in handy for future reference.

About This Guide

Preface

Thank you for using a ComColor FT Series product.

This guide describes the administrator settings.

You can configure the user and address book registration settings, the settings for allowing and restricting operations, and the usage environment settings according to your usage purpose and usage conditions. Configure an easy-to-use environment for more convenient use of the machine.

- Some of the administrator settings may significantly affect the operations of the machine. Be sure to assign an exclusive administrator and have that individual manage and perform operations with administrative duties. In addition, please manage administrator passwords carefully.
- The items that can be set vary depending on connected optional equipment and the settings.

The following manuals are included with this machine.

● Quick Guide

This guide describes basic machine operations and how to replace consumables.

Keep this guide handy, such as near the machine, for easy reference.

● User's Guide

This guide describes handling precautions and specifications, as well as the operations and settings of each function.

Read this guide for a more detailed understanding of the machine.

● Administrator's Guide (this guide)

This guide describes the machine settings and optional equipment (IC card reader, scanner, etc.) to be configured by the administrator.

● Troubleshooting Guide

This guide describes the actions to take when a paper jam or other problem occurs.

About This Guide

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- (3) RISO KAGAKU CORPORATION shall not be liable for any consequence of using this guide or the machine.

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Symbols, Notations, and Screenshots Used in This Guide

■ Symbols Used in This Guide



Indicates cautions that should be noted for safe use of this machine.



Indicates important items that should be noted or are prohibited.

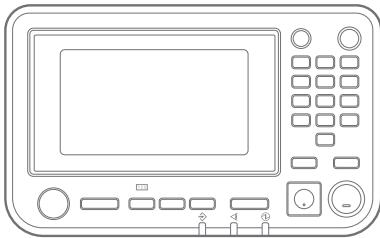


Indicates useful or additional information.

■ Names of Keys and Buttons

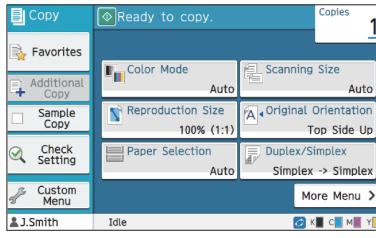
The names of hard keys on the operation panel and buttons/items on the touch panel screen or computer window are indicated with square brackets [].

● Operation Panel



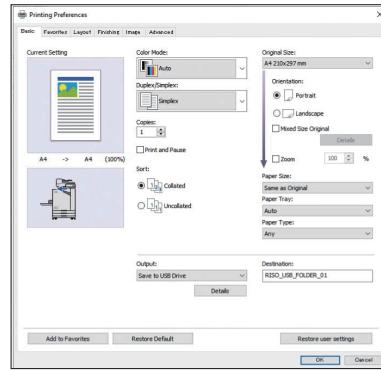
Example: Press the [Stop] key.

● Touch Panel Screen



Example: Touch [Color Mode].

● Computer Window



Example: Select the [Mixed Size Original] check box.

■ Names of Optional Equipment

In this guide, the names of the optional equipment are described using a generic term as shown below. The specific name for each item of equipment is used when its unique features are explained.

Name Used in This Guide	Optional Equipment
Stacking Tray*	Wide stacking tray Auto-control stacking tray

* Optional stacking tray connected to the right side of the machine.

■ Illustrations and Operating Procedures in This Guide

- The operating procedures, screenshots, and illustrations in this guide are for the ComColor FT5430 with the optional scanner connected.
- The screenshots and illustrations in this guide may vary depending on the machine model and usage environment, including the connected optional equipment.

For ComColor FT2430 and ComColor black FT1430/FT1430R Users

The ComColor FT2430 uses black and red ink, and the ComColor black FT1430/FT1430R only uses black ink.

This guide includes information for a full-color printer. The operating procedures, screenshots, and illustrations in this guide are for the ComColor FT5430 with the optional scanner connected.

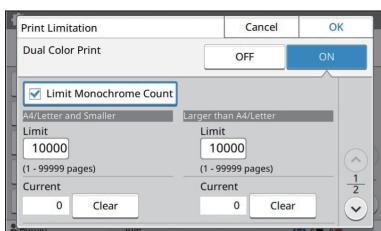
Note that some functions and screen displays are different from those of a full-color printer.

Screen Displays

The screen displays for some functions may vary or may not be displayed, due to the different number of colors available for printing.

■ Touch Panel

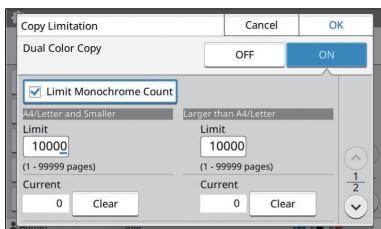
[User Setting] - [Print Limitation] screen



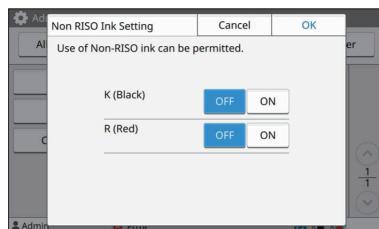
[Printer] - [Stock Management] screen



[User Setting] - [Copy Limitation] screen

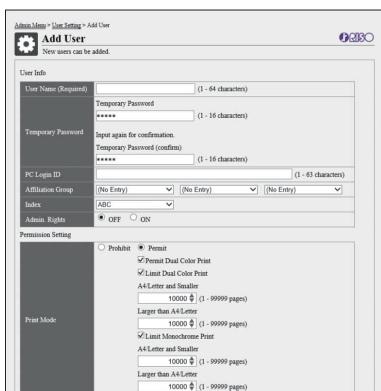


[Printer] - [Non RISO Ink Setting] screen



■ RISO Console

[User Setting] - [Add User] screen



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Chapter 1 Installing and Uninstalling the Printer Driver

DVD-ROM Contents

The supplied DVD-ROM contains separate installers and setup makers for [Windows 32-bit] and [Windows 64-bit].

Select the folder that matches the version of Windows you are running.



- If you are using macOS or Linux, install the optional PostScript kit.

- **Standard printer driver installer**

This is a standard installer.

- **Setup maker**

This utility is used to create a quick installer and quick uninstaller. You can use this utility to create an installer with customized settings. Use the setup maker to grant the administrator authority to general users.

- **Barcode Area Definition Software**

When the software is used, documents with barcodes will be optimized for scanning barcodes.

Installers

There are two installers.

- **Standard installer**

This is the installer recorded on the DVD-ROM. When using this installer, each user must configure the printer driver options.

- **Quick installer**

This installer is created using the setup maker. You can use the quick installer to install the printer driver with customized settings. Users can start using the printer driver to print from a computer immediately without having to configure the settings.

This is useful when a printer driver with the same settings needs to be installed by many users. This can also be used to manage and operate this machine, such as setting the duplex printing and monochrome printing settings to their default values or restricting the use of color printing.

The following settings can be customized.

- Color mode restrictions
- Default values of printing preferences
- Properties that appear when you right-click Printer in [Control Panel] - [Hardware and Sound] - [Devices and Printers]

Using Setup Maker to Create the Quick Installer and Quick Uninstaller

1 Install the printer driver with the standard installer.

2 Configure each setting.

Configure the default values of the printing preference and the settings in the properties dialog box for [Devices and Printers].

3 Start the setup maker.

Double-click "SetupMaker.exe". This file is located in [PrinterDriver] - [Windows 64-bit] (or [Windows 32-bit]) - [SetupMaker] on the DVD-ROM.



- Select the folder appropriate for your version of Windows. Otherwise, the setup maker will not start.

4 Follow the displayed instructions to configure the settings.

The quick installer and quick uninstaller are created.



- To grant the administrator authority to general users, select the [Add administrator privileges] check box, and specify the user name and password. The user with administrator authority can perform the quick installer and quick uninstaller.
- Use and store the created quick installer and quick uninstaller as a set.

Installing the Printer Driver

■ Installing the Printer Driver With the Standard Installer

Insert the DVD-ROM into the computer to start the installation wizard.

Follow the displayed instructions for installation. For more information on this installation method, see "Installing the Printer Driver" in the "User's Guide".

■ Installing the Printer Driver With the Quick Installer

Double-click the quick installer "QuickSetup.exe" file, and follow the displayed instructions for installation.



- To update the printer driver, uninstall the current printer driver before updating.

Uninstalling the Printer Driver

■ For Windows 10 and Windows Server 2019

Click [Start] - [All Apps] - [RISO] - [ComColorFT] - [Uninstaller]. Follow the on-screen instructions for uninstallation.

After the printer driver has been uninstalled, restart the computer.

■ For Windows 8.1, Windows Server 2012, and Windows Server 2012 R2

Open the "Apps" screen and click [Uninstaller] in the "RISO ComColorFT" group. Follow the on-screen instructions for uninstallation. After the printer driver has been uninstalled, restart the computer.

■ For the Quick Uninstaller

Double-click the "QuickUninstaller.exe" file of the quick uninstaller and follow the displayed instructions for uninstallation.



- The quick uninstaller created with the settings other than those configured for the quick installer cannot completely uninstall the printer driver. Use the quick uninstaller which is in a set with the used quick installer.

If Using the Optional PostScript Kit

Install the dedicated printer driver for PostScript 3. For specific instructions on how to install the printer driver and information on operating requirements, see "PostScript kit" in the "User's Guide".

Chapter 2 Configuring the Administrator

Workflow for Configuring the Administrator

The administrator needs to prepare the following settings in order to allow other users to use this machine.

1 Set the administrator password (p.11)

2 Log in as a user with administrator authority (p.12)

3 Configure the network settings (If you connect the machine to a network) (p.44)

4 Register users (p.29)

5 Configure other necessary administrator menu items (p.12)



- In the network settings, configure the IP address first.
- To configure the default values in Copy, Scan, Storage, and USB modes, log in as a user with administrator authority, and then proceed to the mode screen.

For more information, see "Saving as a Default" in the "User's Guide".

Administrator Authority

The administrator has the following two administrator authorities.

- Accessing operating environment settings and changing default values on the administrator menu.
- Accessing functions that can only be used by the administrator when using this machine.

■ Administrator Setting

The administrator can configure the settings described in "Administrator Menu Setting Items" (p.14). For more information on how to configure the settings, see "Configuring the Administrator Menu" (p.12).

■ Functions Only for the Administrator

The following are the functions that can only be used by the administrator in each mode.

Relevant Function	Operation that can only be performed by the administrator
[Home] screen	
[Machine Info]	[System Info] screen Entry into the [Comment] field.
Common to Copy, Scan, Storage, and USB modes	
[Save as Default] [Initialize]	When login is not necessary to access each mode Change the default values for Copy, Scan, Storage, and USB modes (by pressing [Save as Default] or [Initialize]). When login is necessary to access each mode Change the default values for Copy, Scan, Storage (Save), and USB (Save) modes if users have not saved their own default values, or if they have cleared the default values. For more information on setting the default values, see "Custom Menu" in the "User's Guide".
[Add to Favorites] [Edit Favorites]	Register the common favorites that can be used by all users. Delete or rename common favorites.
[Edit Button Order]	Rearrange the common function buttons that can be used by all users.

To use the above functions, log in as a user with administrator authority.

Setting the Administrator Password

The factory setting has a user with administrator authority named "Admin" registered. When using this machine for the first time, log in as "Admin" by following the procedure below and set the password.

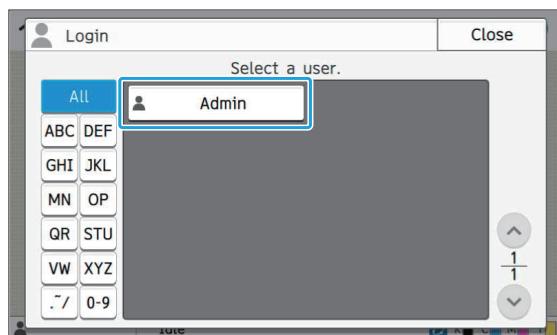


- If you forget the administrator password, you need to restore the hard disk (HDD) to its initial state and set the password again. ComColor technical staff is in charge of initializing the HDD. Contact your dealer or authorized service representative for assistance.
- When the settings are initialized, the system will be returned to its factory default settings and the following information is all reset.
 - User Settings (Custom menu, Administrator setting)
 - User information (ID, Password, etc.)
 - Print job
 - Personal storage data
 - Shared storage data
 - Scan file

1 Press the [Login/Logout] key on the operation panel.

The [Login] screen is displayed.

2 Touch [Admin].



The [Password] screen is displayed.

3 Enter the temporary password.

The factory setting is the serial number of this machine.



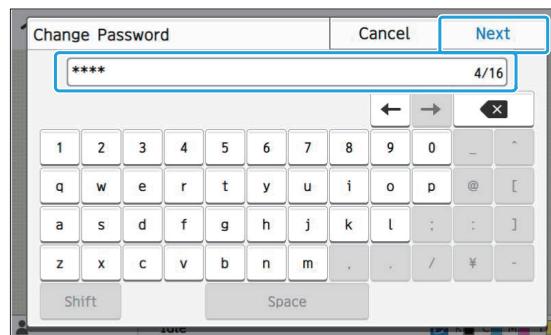
- You can check the serial number of this machine on the [System Info] - [Machine Info] screen. For more information, see the [System Info] screen in the "User's Guide".

4 Touch [Login].

The [Change Password] screen is displayed.

5 Enter the new password and touch [Next].

The password must be 0 to 16 alphanumeric characters.



After you touch [Next], the [Change Password (confirm)] screen appears.

6 Enter the new password again and touch [OK].

You can change your user name from [User Setting] on the administrator menu. (See p.31)

Chapter 3 Configuring the Administrator Menu

There are two ways to configure the administrator menu:

- Setting with the operation panel of the machine
- Setting with the RISO Console

This guide explains the procedure for configuring the administrator menu using the operation panel.



- To configure the administrator menu, a user must log in with administrator authority.

Setting with the Operation Panel

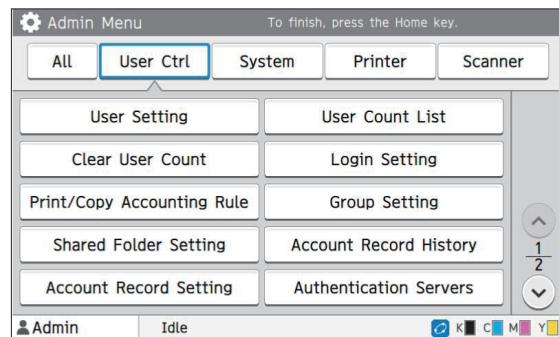
1 Log in as a user with the administrator authority.

Press the [Login/Logout] key on the operation panel to log in.

2 Touch [Admin Menu] on the [Home] screen.



3 Configure each setting.



- After configuring the settings, press the [Home] key to exit the administrator menu.



- Selecting a button at the top of the screen displays its corresponding settings. The lists shown on and after p.14 describes all the administrator menu settings by each button.

Setting With the RISO Console

1 Start the RISO Console.

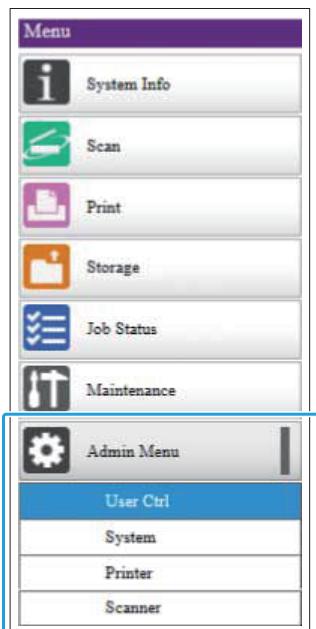
Start your web browser, enter the IP address of the machine in the address bar, and press the [Enter] key.

2 Log in as a user with the administrator authority.

Enter your user name and password and click [Login].



3 Click [Admin Menu].



4 Configure each setting.

After configuring the settings, click [Logout] or close the screen to exit the administrator menu.

Chapter 4 Administrator Menu Setting Items

The following are the administrator menu settings.



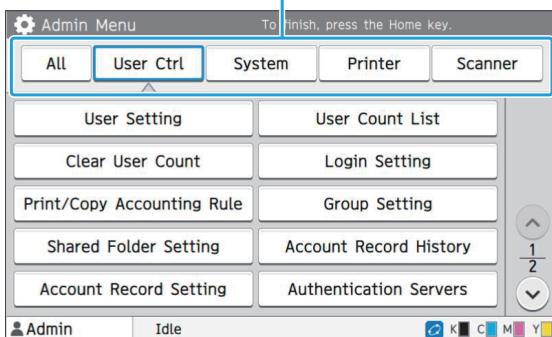
- If the optional equipment that requires configuration is not connected, the relevant settings are not displayed.

List of Administrator Menu Setting Items

The administrator menu settings are divided into four categories according to function (User Control, System, Printer, and Scanner). The list of reference pages shows where you can check the details and values of each function.

These buttons provide access to the categorized settings.

Use these buttons to display each categorized function.



User Control

This function restricts the functions available to each user and manages the job history.

- User Setting (p.16)
- User Count List (p.16)
- Clear User Count (p.16)
- Login Setting (p.16)
- Login Method (p.16)
- Print/Copy Accounting Rule (p.16)
- Group Setting (p.16)
- Shared Folder Setting (p.17)
- Account Record History (operation panel only) (p.17)
- Account Record Setting (p.17)
- Account Record (RISO Console only) (p.17)
- Authentication Servers (p.17)
- External System Link (p.18)

System

The following are the system and network settings:

- Job/Document Management (p.19)
- Print Admin Settings/Admin Setting List (p.19)
- Custom Paper Entry (p.19)
- Function Key Entry (p.19)
- Clock/Date (p.19)
- NTP Time Synchronization (p.19)
- Beep Sound (p.20)
- Metric/Inch Switch (p.20)
- Auto Reset Setting (p.20)
- Power Saving Setting (p.20)
- Auto Power-OFF Setting (p.20)
- Power Schedule (p.21)
- Network Setting (IPv4) (p.21)
- Network Setting (IPv6) (p.21)
- Network Setting (Details) (p.21)
- IP Address Limiting (IPv4)/IP Address Limiting (IPv6) (p.21)
- IPsec Setting (p.21)
- Effective Protocol (p.21)
- Display Language (p.21)
- Console Startup Display (RISO Console only) (p.21)
- Home Screen Customization (p.21)
- Startup Display (p.21)
- USB Mode Auto Transition (p.22)
- Finished Job Setting (p.22)
- Setup Wizard (operation panel only) (p.22)
- Admin Setting Initialization (operation panel only) (p.22)
- Destination communication test (p.22)
- HDD data encryption (p.22)
- Console display item setting (p.23)
- Overwrite erasure all data (p.23)
- Overwrite erasure remain data (p.23)

Printer

The following are the print function settings:

- Stock Management (operation panel only) (p.24)
- Waiting Job Setting (p.24)
- Job Name Display (p.24)
- Printable Area (p.25)
- Cleaning Cycle Setting (p.25)
- Envelope Feed Options (p.25)

- Output Tray in Each Mode (p.25)
- Stack Guide Control (p.25)
- Non RISO Ink Setting (operation panel only) (p.25)
- Paper tray setting display (p.26)
- Barcode Area File Management (RISO Console only) (p.26)

Scanner

The following are the scan function settings:

- Scan Data Directory (p.27)
- Mail Address Entry (p.27)
- Color/Black Slice Level (p.27)
- Additional Copy Button (p.27)
- Scan Document Save Setting (p.27)
- Mail Setting (p.28)
- Address Input Permission (p.28)

Administrator Menu Setting Items / Descriptions



- The factory settings are underlined.
- indicates settings that need to be configured when an IC card reader (optional) is connected.
- When setting with the RISO Console, the displayed items on the RISO Console such as selection items may differ from those on the operation panel.

User Ctrl

Setting / Description	Set value / Details
User Setting Use this function to register users who can use this machine. With this setting, the administrator can restrict the modes that a user can access, the use of color mode, and the number of copies for each user. • When [Login Setting] is set to [OFF], this registration is not necessary.	See p.31
User Count List If a print or copy limit is set in [User Setting], use this function to print or save the summary list of the quantity limit and count for each user.	When using the operation panel: [Print], [Save] When using the RISO Console: [Print], [Write to CSV File] (specify the save destination)
Clear User Count If a print or copy limit is set in [User Setting], use this function to clear the count for all users.	Set up this function by following the on-screen instructions.
Login Setting Specify whether login is required to enter a mode. This function allows you to restrict the users who can use this machine.	See p.30
Login Method (when IC card reader is connected) Specify whether to enable login authentication using a user name and password in addition to IC card authentication. To enable logging in using a user name and password, select [IC Card & User Name]. • Regardless of this setting, a user can log in from the RISO Console using their user name and password.	[IC Card], [IC Card & User Name]
Print/Copy Accounting Rule If a print or copy limit is set in [User Setting], specify whether to restrict the number of prints and copies that can be made in the respective modes or in total.	[Count Individually], [Count Altogether]
Group Setting Specify the groups to be used by user attributes. You can configure up to 60 groups. The groups set here are used with the following settings. <ul style="list-style-type: none">• [Affiliation Group] for [User Setting]• [Selected Group] for [Shared Folder Setting]• [Account Record] (RISO Console only) • When [Login Setting] is set to [OFF], this registration is not necessary.	See p.30

Setting / Description	Set value / Details
<p>Shared Folder Setting Specify the shared folder for saving jobs. You can configure up to 100 folders. When [Login Setting] is set to [ON], you can restrict the users for each folder by group. Use the [Group Name] list to select up to three groups.</p>  <ul style="list-style-type: none"> If both [Storage] - [Save] and [Storage] - [Load] are set to [OFF] in [Home Screen Customization], this item is not displayed. 	<ul style="list-style-type: none"> [Add], [Edit], [Delete] [Folder Name] list [Folder Name] textbox [Users who can use this folder] [All Users], [Selected Group] [Change] [Group Name] list Permitted Group list
<p>Account Record History (operation panel only) Use this function to delete account record history files or save the files to a USB flash drive. [Save to History File] must be set to [Daily] or [Monthly] on [Account Record Setting] in advance.</p>	<ul style="list-style-type: none"> To delete a file: Select the file to delete from the list, and touch [Delete]. To save a file to a USB flash drive: Connect a USB flash drive to the machine, select the file to save from the list, and touch [Save to USB Drive].
<p>Account Record Setting Specify whether to automatically clear the account record at a fixed interval. If [Auto Delete] is selected, the account record is automatically cleared at the selected interval.</p>  <ul style="list-style-type: none"> The account record is the history of jobs carried out by this machine. This records the information such as the completion status of each print, copy, scan, storage, and USB job, the owner name, processing time, number of pages, number of copies, and job start time. [Save to History File] Select this option to save the account record at a fixed interval. The history file is saved to the machine at the interval specified here. The saved history file can be recalled using [Account Record History] or [Account Record]. [Acquisition of Account Record via FTP] Select this option to acquire the account record via FTP. 	<ul style="list-style-type: none"> [Manual Delete], [Auto Delete] [Hours], [Days] (Select one) 1 - 99 (Factory setting: 7 days) [Save to History File] [OFF], [Daily], [Monthly] [Acquisition of Account Record via FTP] [OFF], [ON] [FTP User Name]: account [FTP Password]: Up to 16 alphanumeric characters
<p>Account Record (RISO Console only) Use this function to delete or download the current job list of the account record list (before the save period) or history file to a computer. [Save to History File] must be set to [Daily] or [Monthly] on [Account Record Setting] in advance. For more information on the account record file, see "Account Record" (p.64).</p>	<ul style="list-style-type: none"> To delete a file: Select the file to delete from the [Current] or [History File] list, and click [Delete]. To download to a computer: Select the file from the [Current] or [History File] list, and click [Download].
<p>Authentication Servers Configure this setting using an external authentication server when you authenticate a user who has an account on an external authentication server. A user without an account on the external authentication server cannot be authenticated.</p>  <ul style="list-style-type: none"> When using an external authentication server, you do not need to register user information to this machine, and you can manage the information centrally on the external authentication server. 	See p.35

Setting / Description	Set value / Details
<p>External System Link The displayed items vary according to the function or link method of the external print server you use.</p> <ul style="list-style-type: none"> • When Using the MPS Software • When Using the Browser Built Into This Machine <p>For the functions available or restricted when using the external system link, see "Using the External System Link" (p.40).</p>  <ul style="list-style-type: none"> • The machine is configured at the factory so that you can specify the external system link using the MPS software. When using the browser built into this machine, contact your dealer or authorized service representative. • MPS stands for "Managed Print Service". It is an application to support the outsourcing or total management of the print business. 	<p>When Using the MPS Software</p> <ul style="list-style-type: none"> • [OFF], [ON] • [Address]: Up to 256 alphanumeric characters • [Port]: 1 - 65535 (Factory setting: 9191) • [Connection method] [http], [https] <p>When Using the Browser Built Into This Machine</p> <ul style="list-style-type: none"> • [Browser Cooperation]: [Use] check box (Factory setting: Not selected) • [Browser connection URL]: Up to 256 alphanumeric characters • [Proxy Settings]: [Use] check box (Factory setting: Not selected) • [Details] • [Communication Test] • [Proxy address to use]: Up to 256 alphanumeric characters Port: 1 - 65535 [Use proxy for local addresses] [Use] check box (Factory setting: Not selected) [Do not use proxy for addresses beginning with]: Up to 1024 alphanumeric characters

System

Setting / Description	Set value / Details
Job/Document Management The administrator can view details of all jobs (documents) and delete jobs.  • Touch a category, for example [Document Name] or [Folder Name], to sort jobs in ascending or descending order.	<ul style="list-style-type: none"> • [Finished] • [Waiting Job] • [Storage Document] • [Details], [Delete], [Open] • Sub Menu [Select All], [Deselect all] [Delete]
Print Admin Settings/Admin Setting List The administrator can print a list of set values in the administrator menu.  • Load A4-size (LTR-size) paper in the standard tray. • You can print from the [Admin Setting List] on the RISO Console.	Follow the displayed messages for operations.
Custom Paper Entry Use this function to register up to 99 irregular paper sizes. The registered paper names are displayed as options in [Paper Size] - [Custom].	<ul style="list-style-type: none"> • [Add], [Edit], [Delete] • [Paper Size]: 90 mm x 148 mm to 340 mm x 550 mm (3.55" x 5.83" to 13.38" x 21.65") • [Registration Name]
Function Key Entry Use this function to assign frequently used modes and functions to the function keys on the operation panel. You can assign a mode or a function to each of [F1], [F2], and [F3].	<p>[No Entry]*, [Copy], [Scan (Mail)], [Scan (PC)], [Scan (Console)], [Print], [Storage (Save)], [Storage (Load)], [USB (Save)], [USB (Load)], [Browser], [System Info], [Counter]*, [Front Cover Release], [Slow Printing] *The default settings vary depending on the function keys. See the following. [F1]: [Counter] [F2] and [F3]: [No Entry] </p>
Clock/Date Specify the date and time.	<ul style="list-style-type: none"> • [Year/Month/Day] • [Hour:Min] • [Date Format] [yyyy/mm/dd], [mm/dd/yyyy], [dd/mm/yyyy]
NTP Time Synchronization Accurate time is acquired from the NTP server to synchronize the time of this machine.  • Set the NTP server to [ON], and enter the server name in the [Address] textbox. • In [Time-out (sec)], specify the access time-out for synchronization with the NTP server. If the machine does not receive a response from the NTP server within the specified time, synchronization with the NTP server is canceled. • This function is useful if you configure [Authentication Servers], [Power Schedule] or other functions that need the correct time. • If [NTP Time Synchronization] is [ON], you can configure only [Date Format] for [Clock/Date].	<ul style="list-style-type: none"> • [OFF], [ON] • [Address] Server name, IP address (IPv4)/(IPv6) • [Interval (hours)]: 1 hour - 500 hours (Factory setting: 168 hours) • [Time-out (sec)]: 5 sec. - 120 sec. (Factory setting: 5 sec.)

Setting / Description	Set value / Details
Beep Sound Specify whether the beep sound is activated when operating the keys and buttons and when an error occurs. <ul style="list-style-type: none"> • [OFF] The beep sound is muted. • [Limited] Only the error sound works. • [ON] Both the confirmation and error sounds work. 	[OFF], [Limited], <u>[ON]</u>
Metric/Inch Switch Specify the unit of measure for length used with this machine. The paper size display changes according to the unit selected.	[mm], [inch]
Auto Reset Setting This function automatically resets the machine to the default values when the machine is not operated for a certain period of time.	<ul style="list-style-type: none"> • [OFF], <u>[ON]</u> • Auto reset time setting: 1 min. - 60 min. (Factory setting: 3 min.)
Power Saving Setting Switch the machine to power saving mode when the machine has not been operated for a fixed period. There are two power saving settings: [Auto Backlight-OFF] and [Auto Sleep]. You can select sleep from two different levels of power consumption: [Low] or [Standard]. <ul style="list-style-type: none"> • [Auto Sleep] In this status, the touch panel is off and the [Wake Up] key lights up. Press the [Wake Up] key to resume operations. • [Auto Backlight-OFF] In this status, the touch panel is off and the [Wake Up] key lights up. Load an original on the scanner, or press the [Wake Up] key on the operation panel to return to normal operating status. <p> • If you set [Power Consumption (in Sleep)] to [Low], you can save more power than you can with [Standard]. However, the following limitations apply. <ul style="list-style-type: none"> - The RISO Console is not displayed in sleep mode. - If you try to print in a network environment where Wake On LAN communication is not enabled, the printer does not wake up automatically. Be sure to specify the MAC address in [MAC Address of the Printer] under the [Environment] tab of the printer driver. For more information, see "Wake On LAN" in the "User's Guide".</p> <p>• When you change the length for the machine to wait until the power saving mode is applied, note the following. <ul style="list-style-type: none"> - If you set the auto backlight-OFF time and the auto sleep time longer than the factory settings, the power consumption may exceed the limit specified by the Blue Angel. </p>	<ul style="list-style-type: none"> • [Auto Sleep] Auto sleep time: 1-60 min. (Factory setting: 45 min.) [Power Consumption (in Sleep)] <u>[Low]</u>, [Standard] • [Auto Backlight-OFF] [OFF], <u>[ON]</u> Auto backlight-OFF time: 1 min. - 60 min. (Factory setting: 10 min.)
Auto Power-OFF Setting This function automatically turns off the power for operations when the machine is not operated for a certain period of time.	<ul style="list-style-type: none"> • [OFF], <u>[ON]</u> • Auto power-OFF time setting: 1 min - 120 min. (Factory setting: 90 min.)

Setting / Description	Set value / Details
Power Schedule Use this function to automatically turn on and off the power to this machine at a specified time. You can register up to 10 sets of combinations of start or end time and day of the week according to your usage environment. It prevents you from forgetting to turn off the machine, which helps you save power.	See p.42
Network Setting (IPv4) Use this function when using this machine over a network connection. This is a setting for connecting to an Internet protocol Ver.4 network.  • If you configure from the RISO Console, you can register the IPv4 and IPv6 network settings and the network setting (details) on the [Network Setting] screen.	See p.44
Network Setting (IPv6) Use this function when using this machine over a network connection. This is a setting for connecting to an Internet protocol Ver.6 network.	See p.44
Network Setting (Details) Configure the details of the network environment. The setting items vary depending on your network environment.	See p.45
IP Address Limiting (IPv4) / IP Address Limiting (IPv6) Use this function to restrict the computers that can use this machine. Enter the IP addresses and subnet masks (IPv4) or prefix length (IPv6) of the computers that are allowed to access this machine.	See p.47
IPsec Setting Use this function when using the machine in a network environment that employs IPsec encryption. You can prevent data leakage and tampering. The setting items vary depending on your network environment.	See p.48
Effective Protocol Use this function when using protocols for data transmission.  • The RISO Console is not displayed when [HTTP/HTTPS] is set to [OFF].	[LPR/LPD], [RAW], [IPP], [FTP], [HTTP/HTTPS], [SNMP], [SLP] (Factory setting: [ON])
Display Language Specify the language displayed on the touch panel. After the language is set, all displays are switched to the selected language.	See the operation panel of the machine for the available languages.
Console Startup Display (RISO Console only) Specify the screen to be displayed when the RISO Console is started.	[System Info], [Login Screen]
Home Screen Customization You can specify which mode buttons are displayed on the Home screen and configure the order of the buttons.	<ul style="list-style-type: none"> • [Copy] • [Scan] [Mail], [PC], [Console] • [Print] • [Storage] [Save], [Load] • [USB] [Save], [Load] • [Display Setting]
Startup Display Specify the screen displayed when the power is turned on or after auto reset is activated.	[Home Screen], [Copy], [Scan (Mail)], [Scan (PC)], [Scan (Console)], [Print], [Storage (Save)], [Storage (Load)]

Setting / Description	Set value / Details
<p>USB Mode Auto Transition With this setting, the machine automatically enters the USB mode and displays a screen that prompts the user to select [Save] or [Load] when a USB flash drive is inserted into the machine.</p>  <ul style="list-style-type: none"> If login is required in USB mode, and the user has not logged in yet, the [Login] screen is displayed. When you connect a USB flash drive to the machine after logging in, the machine enters the USB mode. 	[OFF], <u>[ON]</u>
<p>Finished Job Setting Specify whether to save logs of finished jobs to the [Job Status] - [Finished] screen. When saving finished jobs, set the save period and whether to prohibit or permit reprinting. Select the [Permitted] check box to enable the selection of finished jobs on the [Finished] screen and reprint the selected jobs by touching [Print] in the sub menu.</p>	<ul style="list-style-type: none"> [OFF], [Save] [by Hours], [by Days], [Saved Jobs] (Select one) 1 - 99 (Factory setting: 1 hour) [Permitted] check box <u>Not selected</u>, Selected
<p>Setup Wizard (operation panel only) This wizard performs the basic setup for installation.</p>	Follow the displayed messages for operations.
<p>Admin Setting Initialization (operation panel only) This function clears the administrator settings and deletes the user information, and returns all settings to their default values.</p> <ul style="list-style-type: none"> [Delete] This function deletes all registered users, personal folders, and shared folders. [OK] This function returns all administrator settings other than the above user information to the factory settings.  <ul style="list-style-type: none"> Once initialization is done, you cannot recover the information (data). 	[Delete], [OK]
<p>Destination communication test This function enables you to check if communication is successful between the machine and connected computers or servers. When the data received from a computer cannot be printed or when the scanned data cannot be sent to the computer, communication failure between the machine and the computer may occur.</p>	<ul style="list-style-type: none"> [LAN0], [LAN1] [IP address or host name]: Up to 255 alphanumeric characters [IPv4], [IPv6] [Start], [Stop] <p>The confirmation result of communication is displayed.</p>
<p>HDD data encryption Encrypts data that are saved to the hard disk of this machine such as job data and document data.</p>	See p.53

Setting / Description	Set value / Details
<p>Console display item setting Specify the menu items displayed on the RISO Console for the LAN0 port and the LAN1 port.</p>	<p>[LAN0]</p> <ul style="list-style-type: none"> • [Scan] [OFF], <u>[ON]</u> • [Print] [OFF], <u>[ON]</u> • [Storage] [OFF], <u>[ON]</u> • [Job Status] [OFF], <u>[ON]</u> <p>[LAN1]</p> <ul style="list-style-type: none"> • [Scan] [OFF], <u>[ON]</u> • [Print] [OFF], <u>[ON]</u> • [Storage] [OFF], <u>[ON]</u> • [Job Status] [OFF], <u>[ON]</u>
<p>Overwrite erasure all data When this is set to [ON], data such as the contents of the administrator settings and user information saved in the hard disk of this machine are overwritten and deleted when [Admin Setting Initialization] is performed.</p>  <ul style="list-style-type: none"> • The data that are overwritten and deleted will differ depending on the values set for [Admin Setting Initialization]. (See p.22) • When overwriting and deleting is complete, the time of completion will be displayed on the operation panel. 	<u>[OFF]</u> , [ON]
<p>Overwrite erasure remain data When this is set to [ON], data of deleted documents, waiting jobs, and storage area where remainders of data are stored temporarily are automatically overwritten and deleted.</p>	<u>[OFF]</u> , [ON]

Printer

Setting / Description	Set value / Details
<p>Stock Management (operation panel only) Enter the number of purchased ink cartridges to view the current ink cartridge stock. When the stock reaches the specified number of cartridges, a confirmation message is displayed on the screen or an e-mail is sent to the administrator.</p>  <ul style="list-style-type: none"> To display the confirmation message, enter more than one cartridge for each ink stock in [A confirmation message is displayed when each ink stock becomes the following.] This function may not be displayed. To use this function, contact your dealer or authorized service representative. 	<ul style="list-style-type: none"> [Confirmation Message] <u>OFF</u>, [ON] [A confirmation message is displayed when each ink stock becomes the following.] 0-99 cartridges [Purchase Qty] 0 to 99 cartridges [Stock] 0-99 cartridges [Reset] [Mail to Your Administrator] [Send] check box <u>Not selected</u>, Selected [Details] [Address], [Sender], [Subject], [Body], [Reset], [Communication Test]
<p>Waiting Job Setting Specify the period to save the documents listed on the [Waiting Job List] screen in Print mode. Jobs whose specified time limit has elapsed are automatically deleted. You can specify that all jobs received from a computer be put on hold or automatically printed at the end of the specified time period. If you put all jobs on hold, the jobs within the specified time period are added to [Waiting Job List].</p> <p>• [Time Period] Set the time period for waiting jobs and whether to print them automatically when the waiting period expires. The start time and end time of [Time Period] can also be entered using the numeric keys.</p>  <ul style="list-style-type: none"> Even when [Power Schedule] is applied, if [Waiting Job Setting] is set to [ON], this machine does not enter standby mode. Printing jobs cannot be started automatically if a power failure has occurred or the main power of this machine is intentionally turned off. This function is activated when [Login Setting] is set to [OFF]. When [Login Setting] is set to [ON], printing is not started even when the specified time period has come. When the period specified in [Waiting Job Setting] expires during the time specified in [Time Period], the waiting jobs are deleted. 	<ul style="list-style-type: none"> <u>OFF</u>, [ON] [Min], [Hours], [Days] (Select one) 1 - 99 (Factory setting: 1 hour) [Add all jobs received from a PC to Waiting Job List?] [Permitted] check box <u>Not selected</u>, Selected [Time Period] <u>OFF</u>, [ON] [Start (Hour: Minute)], [End (Hour: Minute)] 00:00 - 23:59 [Auto print when time period ends?] [Start] check box <u>Not selected</u>, Selected
<p>Job Name Display Specify whether to disclose the job name on the [Waiting Job List] screen in Print mode. When this is set to [OFF] and login is necessary, the jobs other than those for the user logged in are displayed as [*****].</p>	[OFF], <u>ON</u>

Setting / Description	Set value / Details						
<p>Printable Area Use this function to set the size of the margins. Normally, use [Standard].</p> <ul style="list-style-type: none"> • [Standard] Margins of 5 mm (7/32") on the top, bottom, left, and right sides are applied. • [Maximum] Margins of 3 mm (1/8") on the top, bottom, left, and right sides are applied. <p> • This machine cannot print on some areas around the edges of the paper (margins) regardless of the original size. • When this is set to [Maximum], the inside of this machine (transfer path) may become soiled with ink depending on the original. As a result, the edges or back of the paper may become dirty. • Printable Area</p> <table border="1" data-bbox="262 741 833 1010"> <tr> <td>Print</td> <td>310 mm × 544 mm (12 3/16" × 21 13/32")</td> </tr> <tr> <td>Copy (Automatic Document Feeder)</td> <td>295 mm × 430 mm (11 5/8" × 16 15/16")</td> </tr> <tr> <td>Copy (Platen Glass)</td> <td>303 mm × 432 mm (11 15/16" × 17")</td> </tr> </table>	Print	310 mm × 544 mm (12 3/16" × 21 13/32")	Copy (Automatic Document Feeder)	295 mm × 430 mm (11 5/8" × 16 15/16")	Copy (Platen Glass)	303 mm × 432 mm (11 15/16" × 17")	[Standard], [Maximum]
Print	310 mm × 544 mm (12 3/16" × 21 13/32")						
Copy (Automatic Document Feeder)	295 mm × 430 mm (11 5/8" × 16 15/16")						
Copy (Platen Glass)	303 mm × 432 mm (11 15/16" × 17")						
<p>Cleaning Cycle Setting Use this function to automatically clean the ink head after the specified number of sheets is printed.</p>	500-3000 sheets (Factory setting: 1000)						
<p>Envelope Feed Options This function applies image enhancement suitable to envelopes so that you can prevent ink stains and image blur when printing on envelopes. This works only when you have selected [Envelope] in [Paper Type] for the standard tray.</p> <p> • It is recommended to use this function with [Envelope Imaging] of the printer driver. See "Envelope Imaging" in the "User's Guide".</p>	• [Feed Control] <u>[Standard]</u> , [Wide Range]						
<p>Output Tray in Each Mode (when using the multifunction finisher or stacking tray) Specify which tray has priority in each mode when [Output Tray] is set to [Auto] in Copy mode, or when [Output Tray] (on the [Finishing] tab) of the printer driver is set to [Auto]. (When the staple, punch, fold, offset output, or other finishing function is applied, paper is output regardless of this priority.)</p>	<ul style="list-style-type: none"> • When using the multifunction finisher <u>[Face Down Tray]</u>, [Top Tray], [Stacking Tray] • When using the wide stacking tray <u>[Face Down Tray]</u>, [Stacking tray] • When using the auto-control stacking tray <u>[Face Down Tray]</u>, [Auto-Control Stacking Tray] 						
<p>Stack Guide Control (when using the auto-control stacking tray) Specify which paper guides open when the paper guides open button is pressed with paper in the auto-control stacking tray.</p>	[End], <u>[Side]</u> , [Both]						
<p>Non RISO Ink Setting (Only on the Operation Panel) Specify whether to prohibit or permit the use of Non-RISO ink by color.</p>	See p.43						

Setting / Description	Set value / Details
<p>Paper tray setting display Specify whether to allow users without administrator authority to change paper tray settings. If this is set to [OFF], the [Paper Tray Setting] button on the [System Info] screen and the [Paper Selection] screen is disabled when logged in as a user without administrator authority.</p>	[OFF]/ <u>[ON]</u>
<p>Barcode Area File Management (RISO Console only) Register files to be selected for [Barcode Area Definition] of the printer driver. The registered barcode area definition files are displayed in a list. You can rename and delete files. You can also export selected barcode area definition files and import the files to another printer.</p> <p> • The barcode area definition files can be created using the Barcode Area Definition Software.</p>	<ul style="list-style-type: none"> • [Barcode Area File] list • [Rename] • Name: 1 to 30 alphanumeric characters • [Delete] • [Import] • [Export]

Scanner

Setting / Description	Set value / Details
Scan Data Directory Use this function to register up to 300 storage destinations for the scanned data. The destinations registered here are displayed on the [Destination] screen that appears when you select [Scan] - [PC] and touch [Destination]. The [Communication Test] function enables you to check if the setting of the data storage destination is correctly registered.	See p.49
Mail Address Entry Use this function to register up to 300 mail addresses to which to send the scanned data via e-mail. The addresses registered here are available to all users as common addresses, and they are displayed on the [Address] screen that appears when you select [Scan] - [Mail] and touch [Address].	<ul style="list-style-type: none"> • [Create] • [Edit] • [Delete] • [Mail Address]: Up to 256 alphanumeric characters • [Name]: 1 to 10 alphanumeric characters • [Index] • [Read CSV File][*] • [Write to CSV File][*] <p><small>* Reading and writing of e-mail destination files can only be performed using the RISO Console.</small></p>
Color/Black Slice Level Specify the level at which the original is automatically determined to be a color original or a black-and-white original when [Color Mode] is set to [Auto] for scanning. The higher the value, the easier it is to determine the original as a color original.	[1], [2], [3], [4], [5]
Additional Copy Button Use this function to enable the [Additional Copy] function in Copy mode.  • The [Additional Copy] function makes additional copies of the previous copy job.	[OFF], [ON]
Scan Document Save Setting Specify whether to automatically delete, at a fixed interval, the documents saved to the hard disk of the machine in Scan mode. If [ON] is selected, the documents are automatically deleted at the selected interval.	<ul style="list-style-type: none"> • [OFF], [ON] • [Unit] [Min], [Hours], [Days] (Select one) 1 - 99 (Factory setting: 1 day)

Setting / Description	Set value / Details
<p>Mail Setting Configure the settings for the mail server used to send the scanned data. A sender's mail address is the address shown in the sender field when the e-mail is received. The [Communication Test] function enables you to check if the settings of the mail server are correctly registered.</p>  <ul style="list-style-type: none"> To configure the settings, information of the mail server is required. For more information, contact your administrator of the mail server. The settings may vary depending on the [Mail Server Authentication] setting. After configuring the mail server, touch [Communication Test]. If the settings are correct, the [Confirm] screen is displayed. If communication fails, check the settings again. 	<ul style="list-style-type: none"> [Outgoing Mail Server (SMTP)]: Up to 256 alphanumeric characters [Port]: 0 - 65535 (Factory setting: 25) [Type of Encrypted Connection] <u>[OFF]</u>, [TLS], [STARTTLS] [Mail Server Authentication] <u>[OFF]</u>, [PLAIN], [LOGIN], [CRAM-MD5] [Account]: Up to 256 alphanumeric characters [Password]: Up to 16 alphanumeric characters [Mail Capacity (MB)]: 1 MB - 500 MB (Factory setting: 5 MB) [Time-out (sec)]: 30 sec. - 300 sec. (Factory setting: 60 sec.) [Sender's Mail Address]: Up to 256 alphanumeric characters [Communication Test] [e-mail address for communication test] Up to 256 alphanumeric characters
<p>Address Input Permission Specify whether to permit direct input of mail addresses or storage destinations when sending or saving the scanned data. When this is set to [ON], the [Direct Input] button appears on the [Address] or [Destination] screen in Scan mode. When this is set to [OFF], users cannot send the scanned data to the addresses or destinations other than those that are registered with [Mail Address Entry] or [Scan Data Directory].</p>	[OFF], <u>[ON]</u>

Configuring When Using an IC Card Reader (Optional)

If you connect an IC card reader, you need to configure additional settings in the following administrator menu setting items.

Relevant Function	Setup Function	Details
User Setting	Register IC card information to the machine.	See p.33
Login Method	Configure login authentication method.	See p.16



- The other administrator menu setting items are the same as they are when the IC card reader is not connected. Configure the necessary settings.

Registering Users

4

The administrator needs to configure several administrator menu settings to register users for this machine. Depending on how the machine is used, some of the settings are not required.



- There is an order for the settings. Be sure to configure the settings in the following order. If the order is incorrect, you must redo the configuration from the beginning.**

Order	Administrator Setting Function name	Application	Description of settings	Notes
1	Login Setting	Configure this setting when restricting the machine's users.	■ [OFF], [ON]	User setting is required if this is set to [ON] for any of the modes (Print, Copy, or Scan mode).
			■ [Auto Logout Time]	
2	Group Setting	Configure this setting when restricting the users that can access shared folders.	Specify the groups that can access shared folders.	The groups selected here are applied to other settings. (See p.16)
3	User Setting	Use this setting to register users who can log in.	<ul style="list-style-type: none"> ■ [User Name] ■ [Index] ■ [Admin. Rights] ■ [Affiliation Group] (optional) ■ [PC Login ID] ■ [Issue of Temp. Password] (1 to 16 characters) ■ [Permission Setting] and [Limitation] (optional) in each mode 	[User Setting] in [Admin Menu] on the RISO Console has CSV file reading and writing functions. These functions are useful when collectively adding multiple users.



- If you are using an external server authentication, you do not need to register users.

Login Setting

Specify whether login is required to access a mode and the operations after logging in.

Use this function to restrict the machine's users. If this is set to [ON], always configure 2 and 3 in "Registering Users". (p.29)

[Login Setting] for each mode

Specify whether login is required to access a mode.

Set value: [OFF], [ON] (Factory setting: [OFF])

[Auto Logout Time]

Specify the time for automatic logout when the machine is not operated for a fixed period.

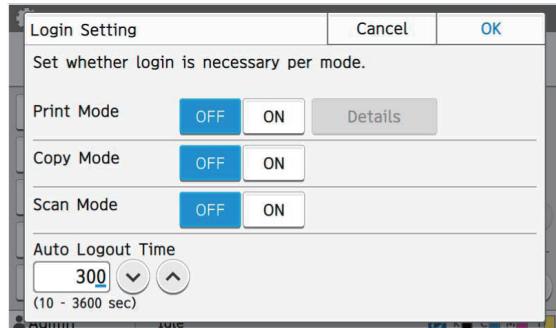
Set value: 10 sec. - 3,600 sec. (Factory setting: 300 sec.)

[Details]

Specify whether to automatically start printing documents that are put on hold, when logging into Print mode.

Set value: [OFF], [ON] (Factory setting: [ON])

- 1 On the [Admin Menu] screen, select [User Ctrl] - [Login Setting].
- 2 Configure each setting.



- 3 Touch [OK].



- This function can also be configured from the RISO Console. (See p.13)

Effects on Other Modes

The settings in [Login Setting] for each mode (Print, Copy, and Scan) also affect the Storage mode and USB mode. Whether login is required in Storage mode and USB mode when [Login Setting] is set to [ON] is shown in the following table.

[Login Setting]	Storage mode		USB mode	
	Save	Load	Save	Load
Print Mode [ON]	Required	Required	Not required	Required
Copy Mode [ON]	Required	Required	Not required	Not required
Scan Mode [ON]	Not required	Not required	Required	Not required

[Login Setting]	External System Link Mode
Print Mode [ON]	Required
Copy Mode [ON]	Not Required
Scan Mode [ON]	Not Required

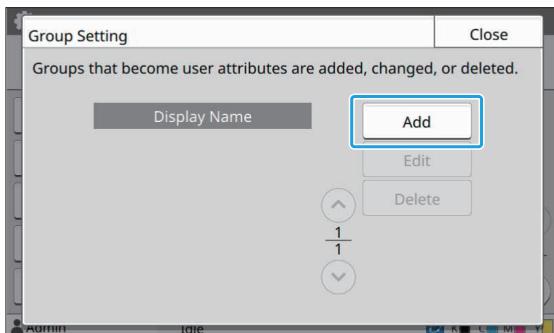
Group Setting

Specify the groups to indicate user attributes. The groups set here are used with [Affiliation Group] for [User Setting].

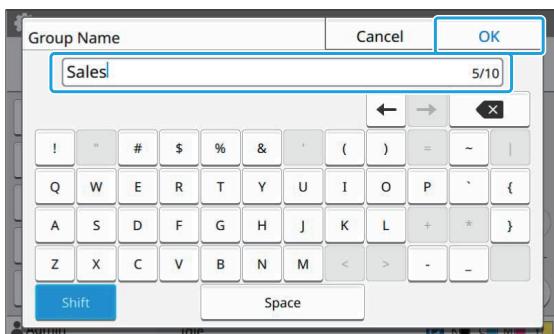
You can configure up to 60 groups.

- 1 On the [Admin Menu] screen, select [User Ctrl] - [Group Setting].

2 Touch [Add].



3 Enter the group name and touch [OK].



4 Touch [Close].



- To change or delete a group setting, perform the following operation.

To change a group name:

Select the group on the [Group Setting] screen, touch [Edit], and change the group name.

To delete a group:

Select the group on the [Group Setting] screen, and touch [Delete].

- The groups set here are also used with the following settings.

- [Affiliation Group] for [User Setting]
- [Selected Group] for [Shared Folder Setting]
- [Account Record] (RISO Console only)

- This function can also be configured from the RISO Console. (See p.13)

User Setting

When [Login Setting] is set to [ON], register the users who can use this machine. You can add up to 1,000 users. Specify the groups to indicate user attributes.



- Configure [Group Setting] before configuring [User Setting]. (See p.30)

[User Name]

Enter the user name for login.

Unavailable characters: “ / [] : + | < > = ; , * ? \ ‘

[Index]

Specify the index to which a registered user belongs.



- Correctly configure [Index]. This machine does not allow automatic assignment of indexes based on user name.

[Admin. Rights]

Specify whether to grant administrator authority to a registered user.

Set value: [OFF], [ON] (Factory setting: [OFF])

[Affiliation Group]

You can register up to 3 affiliation groups for a user. You must configure [Group Setting] beforehand.

[PC Login ID]

Enter the PC login name used when a registered user performs a print job.

[Issue of Temp. Password]

Set up a temporary password.

Use 1 to 16 lower case alphanumeric characters.

[Permission Setting]

Specify the modes usable for a registered user.

Set value: [OFF], [ON] (Factory setting: [ON])

[Limitation]

Specify the function limits for Print mode and Copy mode. You can apply function restriction collectively for both modes.

• Full Color Copy/Full Color Print

(This option is not displayed in ComColor black FT1430/FT1430R.)

Specify whether to allow registered users to make full color copies and printouts.

Set value: [OFF], [ON] (Factory setting: [ON])

- [Limit Full Color Count] / [Limit Dual Color Count]

Specify the maximum number of full color and dual color copies and printouts allowed.

Set value: Not selected, Selected
(Factory setting: Not selected) (1 - 99,999 sheets)

- **[Limit Monochrome Count]**

Specify the maximum number of monochrome copies and printouts allowed.
Set value: Not selected, Selected
(Factory setting: Not selected) (1 - 99,999 sheets)



- The setting items on the [Print Limitation] screen or [Copy Limitation] screen vary depending on the [Print/Copy Accounting Rule] setting.

[Read CSV File] (RISO Console only)

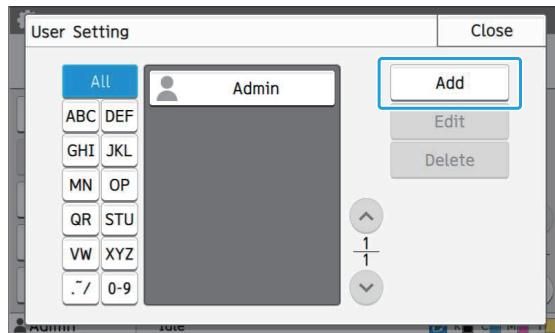
Use this function to read the user list file from a computer to the hard disk of this machine.

[Write to CSV File] (RISO Console only)

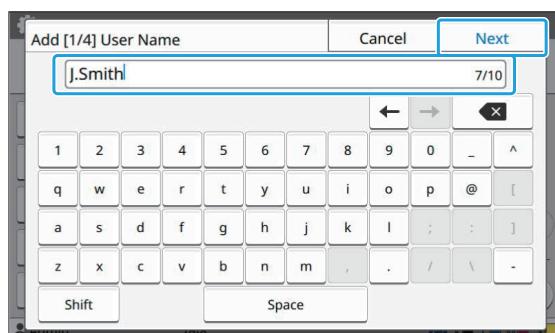
Use this function to write the user list file from the hard disk of this machine to a computer.

1 On the [Admin Menu] screen, select [User Ctrl] - [User Setting].

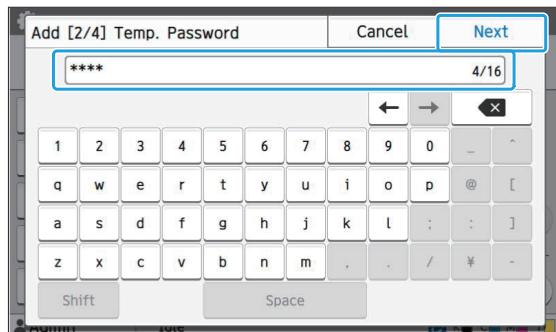
2 Touch [Add].



3 Enter the user name and touch [Next].



4 Enter the temporary password and touch [Next].

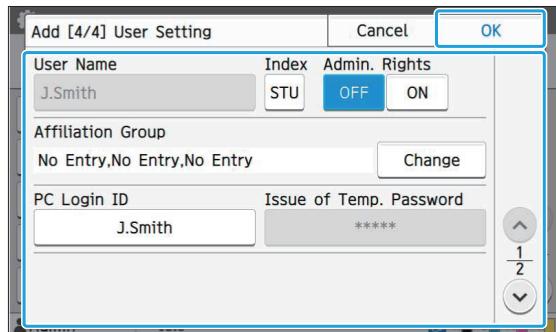


5 Re-enter the temporary password and touch [Next].



- Notify the registered user of the temporary password entered here. This password is necessary for the user to log into this machine for the first time.

6 Configure each setting.



- If [PC Login ID] is incorrect when [Permission Setting] in Print mode is set to [ON], jobs cannot be received from the computer. Make sure that the correct PC login ID is entered in [PC Login ID].
- Be sure to configure [Index].

7 Touch [OK].



- To change or delete a user setting, perform the following operation.

To delete a user:

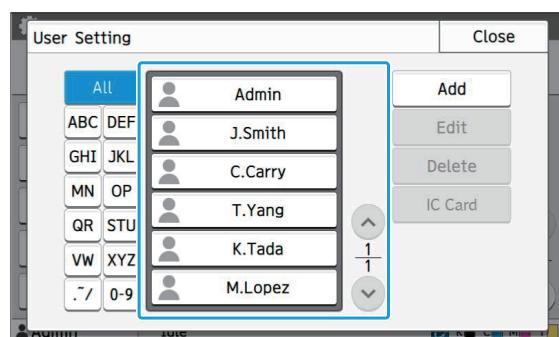
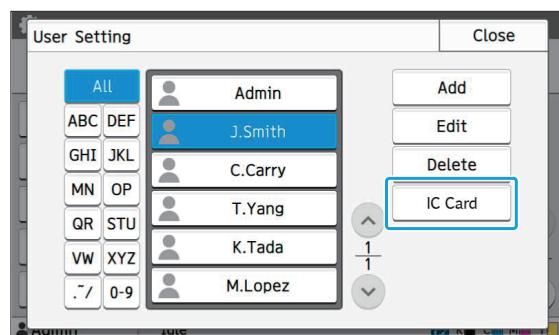
Select the user on the [User Setting] screen, and touch [Delete].

To change settings:

- Select the user on the [User Setting] screen, touch [Edit], and change the settings.
- This function can also be configured from the RISO Console. (See p.13)

Registering an IC Card

If an IC card reader is connected, you can register the authentication card information for the registered user.

1 Select the user name on the [User Setting] screen.**2 Touch [IC Card].**

The message [Set the IC card.] is displayed.

3 Set the IC card to the IC card reader.

The message [Registration of user is complete.] is displayed after the card is registered.



- The icon to the left of the user name changes to the icon after the information of the IC card is registered.

4 Touch [Close].

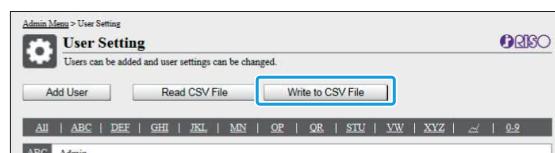
The [User Setting] screen is displayed.

Collectively Registering Multiple Users (RISO Console)

Using the RISO Console is useful when registering multiple users collectively.

Save the CSV file format to the computer, enter the user information (User name, PC login name, with/without Admin. authority), and then read the file again.

For more information on CSV files, see "CSV File Format for Collectively Registering Users" (p.61).

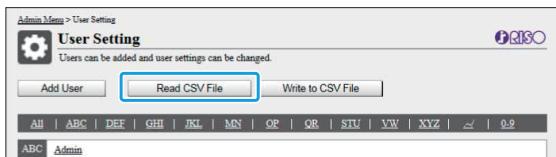
1 Start the RISO Console and click [User Setting] on the [Admin Menu] screen.**2 Click [Write to CSV File] and save the CSV file to a computer.****3 Open the written CSV file and enter the user information.**

Enter the user information according to the format, and then save the information. You can add up to 1,000 users.



- The user setting items in a CSV file vary depending on the function limits, machine type, and connection of optional equipment.

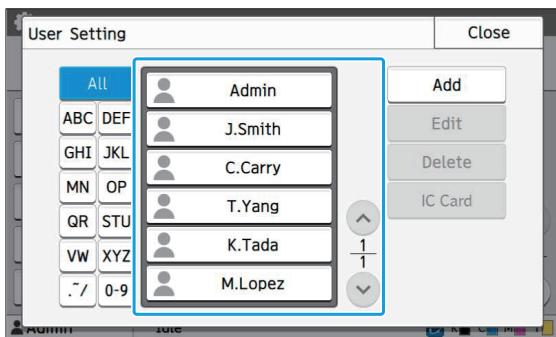
4 Click [Read CSV File], and then read the entered file.



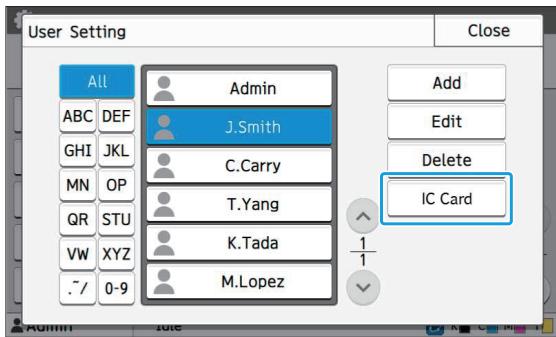
If [Read CSV File] is not properly completed, a message is displayed.
Check the CSV file settings and the number of user registrations again.
When using an IC card reader, you need to register the IC card in the machine.

5 On the [Admin Menu] screen of this machine, select [User Ctrl] - [User Setting].

6 Select the user name.



7 Touch [IC Card].



The message [Set the IC card.] is displayed.

8 Set the IC card to the IC card reader.

The message [Registration of user is complete.] is displayed after the card is registered.



- The icon to the left of the user name changes to the icon after the information of the IC card is registered.

9 Touch [Close].

Repeat steps 6 to 9 for all users.

Configuring Authentication Servers (External Server Authentication)

By configuring an authentication server, user control for this machine can be performed on an external server.

A user without an account on the external authentication server cannot be authenticated.

Because user information is centrally managed by the external server, there is no need to register user information in the printer.



- If you start using external server authentication, the following settings that are saved in the machine will be deleted.
 - User information registered to [User Setting] in the administrator menu
 - All users' personal folders and storage documents saved in personal folders
 - Groups registered in [Group Setting] in the administrator menu
 - All users' [Add to Favorites] and [Save as Default] settings



- You can back up user information before you start using an external authentication server.
To back up user information, download the CSV file with [User Setting] in the administrator menu of the RISO Console to your computer.

Functions Restricted Using an External Server Authentication

If you configure the external server authentication function, the machine does not manage users except for the administrator. Therefore, use of some functions is restricted.

■ Copy Mode/Storage Mode

- Users other than the administrator cannot use [Add to Favorites].
The [Favorites] screen shows functions that the administrator configured.
- Personal folders cannot be used in Storage mode.
- Users other than the administrator cannot register current settings as default or return settings to factory settings.

■ User Info

- Users other than the administrator cannot change login passwords.
- If [Authentication Servers] or [External System Link] is set to [ON], [Login Method] is not displayed. [IC Card & User Name] is applied in this case.

■ Administrator Setting

- Because users are managed on the external print server, this machine does not manage or register users. Therefore, [User Setting], [Group Setting], and [User Count List] are not available.
- Even when an IC card reader is connected, you cannot register print count limitations.

■ Setting Items

The items you set in [Authentication Servers] are as follows.



- The factory settings are underlined.

Setting / Description	Set value / Details
Server Setting Add, edit, or delete LDAP servers (primary/secondary) and Kerberos servers (primary/secondary), as well as set the priority.  • If you want to send data from a computer to print on this machine, make sure to register the LDAP Server.	LDAP Server (Primary / Secondary) • [Address]: IP address or server name, up to 256 alphanumeric characters • [Port]: 1 - 65535 (Factory setting: 389) • [Search Login Name] ^{*1} : Up to 256 alphanumeric characters • [Search Password] ^{*2} : Up to 32 alphanumeric characters • [Search Root] ^{*3} • [Search Scope] ^{*4} : [Root Entry Only], [Root Entry and One Level Below], <u>All Levels Below Root Entry</u>
	Kerberos Server (Primary / Secondary) • [Realm]: Up to 64 alphanumeric characters (only upper case characters) • [Login-to Name] ^{*5} : Up to 10 characters • [Address]: IP address or server name, up to 256 alphanumeric characters • [Port]: 1 - 65535 (Factory setting: 88)
IC Card Authentication Up to 5 attributes can be set for IC cards used for authentication. Enable or disable the attributes applied to IC cards.	• [Attribute of IC Card ID] <u>[OFF]</u> , <u>[ON]</u> • [Attribute used for IC Card Authentication] <u>[OFF]</u> , <u>[ON]</u>
Access Time-out Specify the time-out period for accessing the authentication server.	• <u>[OFF]</u> , <u>[ON]</u> • 5 sec. - 120 sec. (Factory setting: 5 sec.)
Access Retry Times Specify the retry times for accessing the authentication server when the access fails.	0 to 5 times (Factory setting: 0 times)
Cache Information Setting Specify whether to try logging in using cache information when access to the authentication server fails. If you set this to [ON], you can reset cache information.	• <u>[OFF]</u> , <u>[ON]</u> • [Clear Cache] check box

Setting / Description	Set value / Details
Case Sensitivity at Auth Specify whether to distinguish user IDs by case sensitivity for authentication.	[OFF], [ON]
Login-to Setting Specify whether to display the [Login-to Selection] screen when you log in to a domain using the authentication server. Up to three domains are displayed.  • When [Login-to Setting] is set to [OFF], authentication is performed according to the priority specified in the [Server Settings] screen. • If the DNS server (IPv4)/(IPv6) is set to not be in use in [Network Setting (Details)], the domain setting is unavailable. • When the server settings for Kerberos server are left blank, IP addresses of LDAP servers are displayed on the [Login-to Selection] screen.	[OFF], [ON]
Attribute of User ID Specify the attribute of user IDs for accessing the authentication server.	Up to 32 alphanumeric characters
Mail Address Attribute When [Scan] - [Mail] is selected in a state where you are using authentication servers, the address specified with [Mail Address Attribute] is displayed in [Address].	Up to 256 alphanumeric characters

*1 Search login name for access to the authentication server

*2 Search password for access to the authentication server

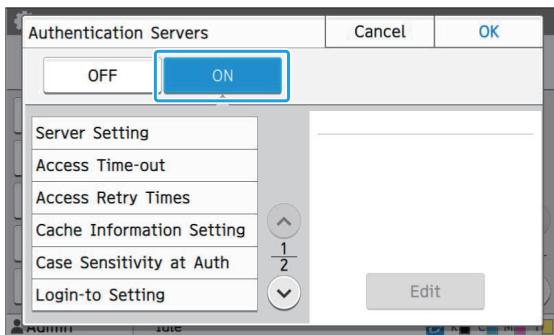
*3 DN (Distinguished Name) that is the search root for user on the authentication server

*4 Search scope for access to the authentication server

*5 Displayed on the [Login-to Selection] screen when you log in to the authentication server

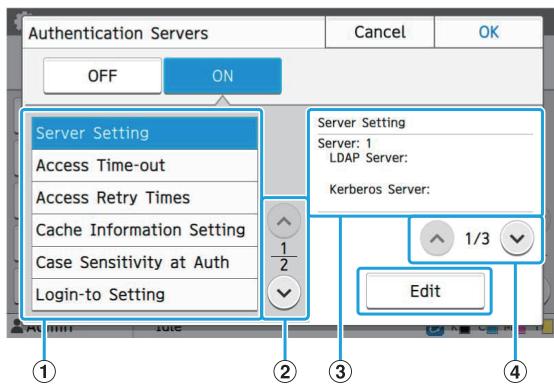
1 On the [Admin Menu] screen, select [User Ctrl] - [Authentication Servers].

2 Touch [ON].



3 Configure the settings.

Select the item to configure and touch [Edit].



① Setting Items

② Switches setting item pages

③ Displays setting details

④ Switches setting details pages

Follow the on-screen instructions to configure the settings.

After configuring the settings, touch [Close] or [OK]. The screen returns to the [Authentication Servers] screen.



- Up to three servers can be selected for each LDAP server (primary/secondary) and Kerberos server (primary/secondary) as contacts for authentication. To change or delete each server's settings, or set contact priority for authentication, perform the following operations on the [Server Settings] screen.

Server Settings			Close
Priority	Server	Address	Add
01	1	LDAP Server: 000.00.00.00 Kerberos Server:	Edit
02	2	LDAP Server: 000.00.00.00 Kerberos Server:	Delete
03	3	LDAP Server: 000.00.00.00 Kerberos Server:	

To add an authentication server:

Touch [Add] to configure the settings for each server.

To change settings:

Select the relevant server and touch [Edit]. Change the settings.

To delete a server:

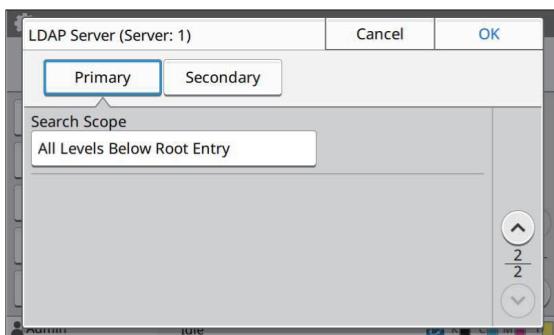
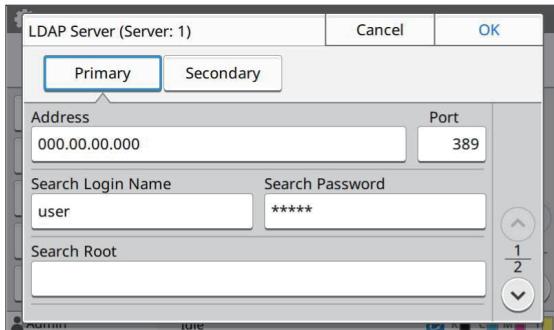
Select the relevant server and touch [Delete].

To set contact priority when performing authentication:

Select a server and set the priority using [\downarrow] and [\uparrow].

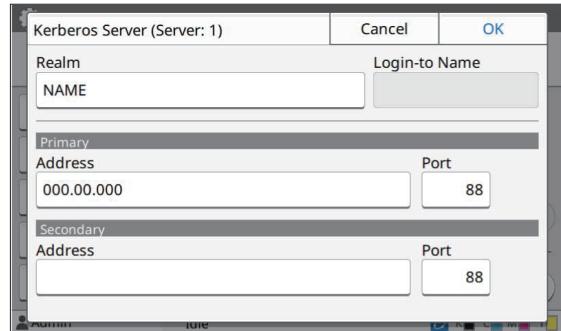
- If you do not use Kerberos server, you do not have to register Kerberos server. Server settings for Kerberos server are displayed blank on the [Server Settings] screen.
- If you register only LDAP server, you can use only IC card authentication, and cannot use PIN code authentication.
- If you also register Kerberos server, PIN code authentication becomes available. Select the relevant server to register according to the authentication method that you use.

When selecting LDAP server (Primary/Secondary)



- Configure the following settings:
 - [Address]: Enter the address of LDAP server that you use.
Example of how to enter the IPv4 address:
192.0.2.100
 - Example of how to enter the IPv6 address:
2001:DB8:0:0:8:800:200C:417A
 - Example of how to enter the server name:
example.com
 - [Port]: Enter the port number using the numeric keys.
 - [Search Login Name]: Specify a search login name for access to the authentication server.
 - [Search Password]: Specify a search password for access to the authentication server.
 - [Search Root]: Specify a DN (Distinguished Name) that is the search root for user on the authentication server.
 - [Search Scope]: Specify a search scope for access to the authentication server.

When selecting Kerberos server (Primary/Secondary)



- Configure the following settings:
 - [Realm]: Specify a realm name. The realm is a network area used for authenticating with Kerberos server.
 - [Login-to Name]: Specify a domain name displayed on the [Login-to Selection] screen when you log in to the authentication server. When you leave the domain name blank, the realm name is displayed here.
 - [Address]: Enter an IP address (IPv4 or IPv6) or a server name.
 - [Port]: Enter the port number using the numeric keys.

4 After setting the necessary items, touch [OK] on the [Authentication Servers] screen.

When the processing is completed, the [Admin Menu] screen is displayed.



- The [Processing] screen is displayed while server information is being deleted. Do not turn off the machine using the main power switch while the [Processing] screen is displayed. Doing so may cause the machine to malfunction.



- This function can also be configured from the RISO Console. (See p.13)

Using the External System Link

The items you need to configure or the functions available for users vary according to the function or link method of the external print server you use.

For more information on each setting item, see "External System Link" (p.18).

When Using the MPS Software

Authenticate the users who have accounts on the external print server (MPS software), and manage or charge for print and copy jobs. A user who does not have an account on the external print server cannot be authenticated.

As user information is centrally managed by the external print server, it will not be necessary to register user information on the machine.



- When [External System Link] is used, the following settings saved on this machine are cleared.
 - User information registered to [User Setting] in the administrator menu
 - All users' personal folders and storage documents saved in personal folders
 - Groups registered in [Group Setting] in the administrator menu
 - All users' [Add to Favorites] and [Save as Default] settings



- You can back up user information before you configure [External System Link].
To back up user information, download the CSV file with [User Setting] in the administrator menu of the RISO Console to your computer.

Functions Restricted when using the External System Link

User control is performed on an external print server. Therefore, use of some functions is restricted.

■ Copy Mode and Storage Mode

- Users other than the administrator cannot use [Add to Favorites].
The [Favorites] screen shows functions that the administrator configured.
- Personal folders cannot be used in Storage mode.
- Users other than the administrator cannot register current settings as default or return settings to factory settings.

■ User Info

- Users other than the administrator cannot change login passwords.
- The login method cannot be selected with [Login Method]. [IC Card & User Name] is applied in this case.

■ Administrator Setting

- Because users are managed on the external print server, this machine does not manage or register users. Therefore, [User Setting], [Group Setting], and [User Count List] are not available.
- If [Login Setting] is set to [OFF], user authentication cannot be performed, and printing the jobs and charging the copy jobs are not available.
Always set [Login Setting] to [ON].



- [Waiting Job Setting] is not available because it conflicts with the hold function of the external print server.

When Using the Browser Built Into This Machine

Use the browser built into this machine to connect to the external print server. You can print the jobs saved on the server with this machine, or print the jobs registered to the server, by letting the computer send the jobs to the machine.

■ Management and Authentication of Users

- Performed with this machine based on the details configured with [User Setting] and [Login Setting] of the administrator menu.

■ Launching the Browser

- [Function Key Entry] can be used to configure a function key that will launch the browser.

Configuring the Power Schedule

This function allows you to automatically turn on and off the power to this machine at a specified time.

You can register up to 10 sets of combinations of start or end time and day of the week.

[OFF], [ON]

Set to [ON] to configure the power schedule.

[Start], [End]

Specify whether to start or stop this machine using the power schedule.

Time

Specify the start time and end time.

Enter 00 - 23 for hour, and 00 - 59 for minute.

[Day to Apply]

Select the day of the week that you want to apply the power schedule based on the start or end time.



- Print jobs are not accepted while the power is turned off using the [Power] key on the operation panel.

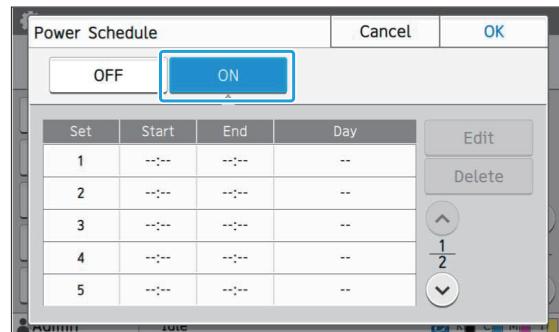
- If the main power to this machine is turned off intentionally or by power outage, the power schedule function does not work just by turning on the main power switch. Always turn on the power by pressing the [Power] key on the operation panel. The power schedule function works after the power is turned on.
- The power schedule setting is maintained even after you turn off the main power.



- Waiting jobs are saved until the next power-on even if the power is turned off using the [Power] key on the operation panel.
- This machine consumes the same amount of power when the power is turned off using the power schedule function as it does when it is on stand-by.

1 Select [System] - [Power Schedule] on the [Admin Menu] screen.

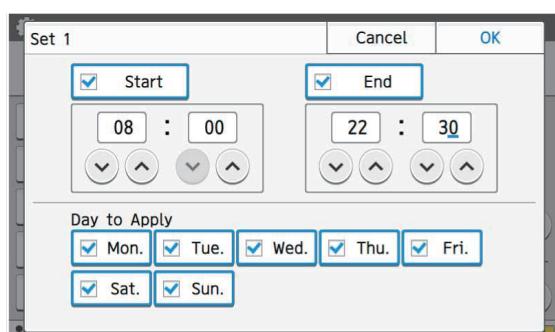
2 Touch [ON].



3 Select the set to save the settings for and touch [Edit].

4 Set the [Start] and [End] times.

You can set the time by selecting the respective check boxes.



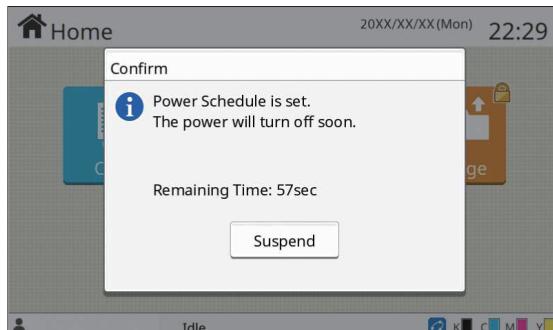
5 Select the day to apply.

You can set the same time to different days of the week.

6 Touch [OK].



- If [Power Schedule] is set to [ON], the [Confirm] screen appears on the operation panel one minute before the set end time.



If you do not want the machine to turn off, touch [Suspend].



- If you do not touch [Suspend] during the last minute before the set end time, the machine starts the power-off process.
- If you touch [Suspend], close the [Confirm] screen to suspend the power-off process. The [Confirm] screen will be displayed again after one minute.



- In the following cases, this machine cannot be turned off using the power schedule function:
 - When a paper jam, service call, unit error, set-related error, or warning error (except for a paper shortage error) has occurred
 - When the machine is in use at the set time
- This function can also be configured from the RISO Console. (See p.13)

Non RISO Ink Setting (Only on the Operation Panel)

Use this setting to permit the use of non-RISO ink for each color.

[OFF], [ON]

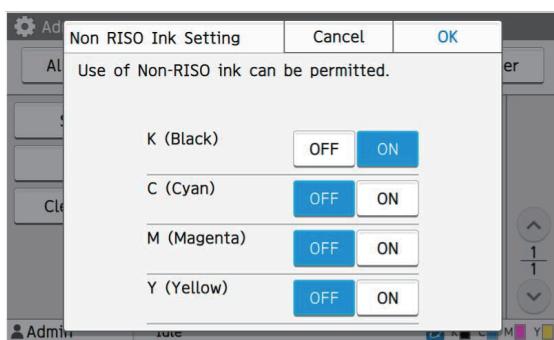


- The following problems may occur when using non-RISO ink.
 - Fading of prints and color tone changes due to differences in ink performance
 - Fading of prints or damage to the inkjet head (requiring replacement) due to a chemical reaction between the ink and the parts in direct contact with the ink (inkjet head, ink path, etc.)
 - Ink leaks (requiring replacement of the ink path) caused by air entering the ink path due to a chemical reaction between the ink and the ink path (tubes, etc.)
- Malfunctions and a reduction in performance as a result of using non-RISO ink are not covered by the product warranty or service contract. The inkjet head and ink path are expensive parts. In addition, it takes a long time to replace these parts.
- Depending on the ink cartridge, you may not be able to use the ink cartridge even when this setting is set to [ON].

Only use this function after understanding the above risks associated with using non-RISO ink.

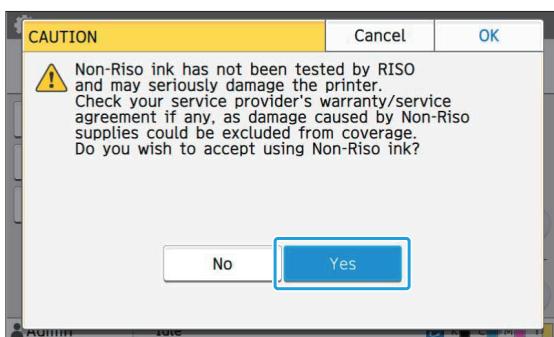
1 Select [Printer] - [Non RISO Ink Setting] on the [Admin Menu] screen.

2 Select [ON] for the ink to permit use, and touch [OK].



- For ComColor FT2430, [K (Black)] and [R (Red)] are displayed. For ComColor black FT1430/FT1430R, only [K (Black)] is displayed.

3 Read the confirmation message, and then touch [Yes].



Network Setting (IPv4)

These settings are required for connecting the machine to an Internet protocol Ver.4 network environment.

[Printer Name]

Enter the printer name using 16 characters or less.
(Factory setting: RISO PRINTER)

[LAN0], [LAN1]

Configure the network information for the two networks connected to the LAN0 terminal and LAN1 terminal on the rear of the machine.

[DHCP Server]

If you are using this machine in a network environment that uses a DHCP server, select [ON]. The DHCP server automatically assigns an IP address to each client computer on the network. If no DHCP server is used, select [OFF]. Enter the IP address, subnet mask, and gateway address.
(Factory setting: OFF)

[IP Address], [Subnet Mask], [Gateway Address]

Set these items if you selected [OFF] for [DHCP Server].



- When assigning the IP addresses manually, assign a different IP address to LAN0 and LAN1.
- This function can also be configured from the RISO Console. (See p.13)



- The following items are displayed only when you configure them from the RISO Console.
 - [Domain-Name]
 - [MAC Address]
 - [Comment]
 - [RISO Console Connection]
 - [Link Speed/Duplex Mode]

Network Setting (IPv6)

These settings are required for connecting the machine to an Internet protocol Ver.6 network environment.

[Printer Name]

Enter the printer name using 16 characters or less.
(Factory setting: RISO PRINTER)

[LAN0], [LAN1]

Configure the network information for the two networks connected to the LAN0 terminal and LAN1 terminal on the rear of the machine.

[Address Setting Method]

Select from [Manual], [Stateless Address], and [Stateful Address].

If you select [Manual], enter values in [IP Address], [Prefix Length], and [Gateway Address].

(Factory setting: Manual)

[IP Address], [Prefix Length], [Gateway Address]

Set these items if you selected [Manual] for [Address Setting Method].



- When assigning the IP addresses manually, assign a different IP address to LAN0 and LAN1.
- This function can also be configured from the RISO Console. (See p.13)



- The following items are displayed only when you configure them from the RISO Console.
 - [Domain-Name]
 - [MAC Address]
 - [Comment]
 - [RISO Console Connection]
 - [Link Speed/Duplex Mode]

Network Setting (Details)

Configure the details of the network environment. The setting items vary depending on your network environment.

[LAN0], [LAN1]

Configure the network information for the two networks connected to the LAN0 terminal and LAN1 terminal on the rear of the machine.

[Proxy]

Set this to use the proxy server.

[DNS (IPv4)], [DNS (IPv6)]

Convert the domain name to an IP address using the DNS server.

Set this according to your Internet protocol version.

[WINS]

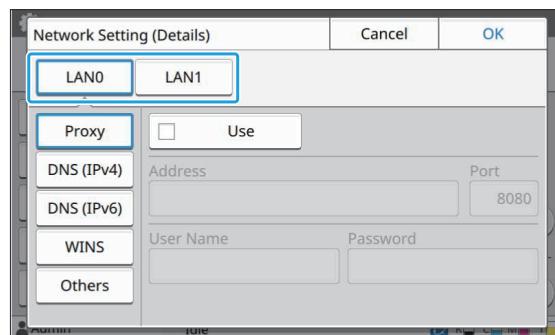
Convert the PC name into an IP address using the WINS server.

[Others]

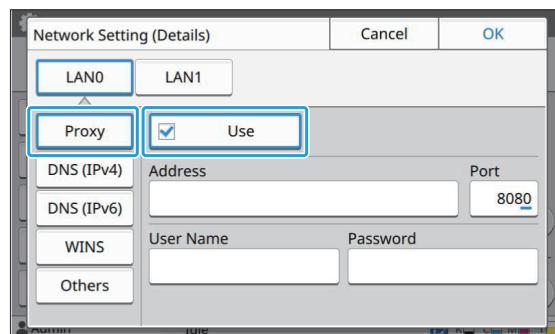
Select the method to connect to the RISO Console.

1 Select [System] - [Network Setting (Details)] on the [Admin Menu] screen.

2 Select [LAN0] or [LAN1].

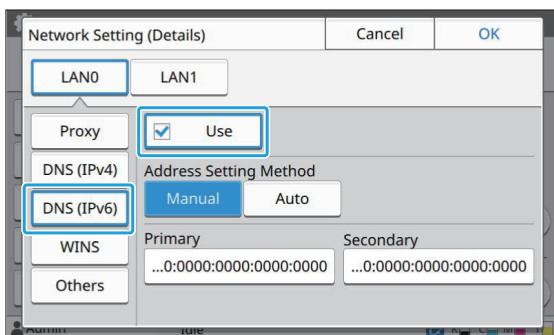
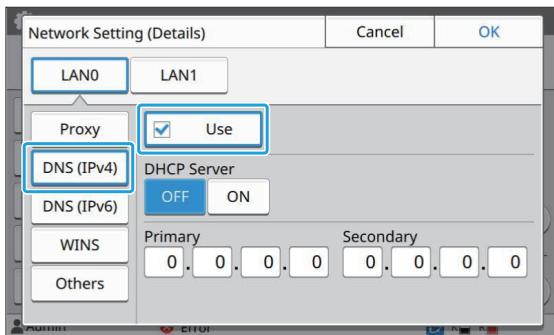


3 Select [Proxy], and then select the [Use] check box.

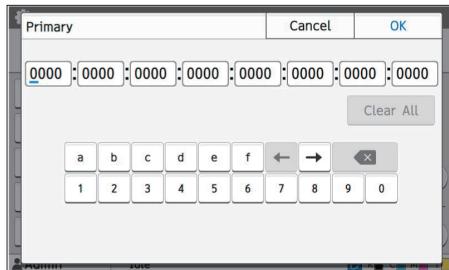


- If you select [Use], you can enter values in the [Address], [Port], [User Name], and [Password] textboxes. When you touch any textbox other than [Port], a data entry screen appears. After entering a value, touch [OK].
- Enter a value in [Port] using the numeric keys.

4 Select [DNS (IPv4)] or [DNS (IPv6)] and configure the settings.



- If you select [Use], you can set [DHCP Server] or [Address Setting Method].
- If you select [OFF] for [DHCP Server], or [Manual] for [Address Setting Method], you can enter values in [Primary] and [Secondary].
- For IPv4, use the numeric keys to enter the addresses.
For IPv6, touch [Primary] or [Secondary] to display the address entry screen.

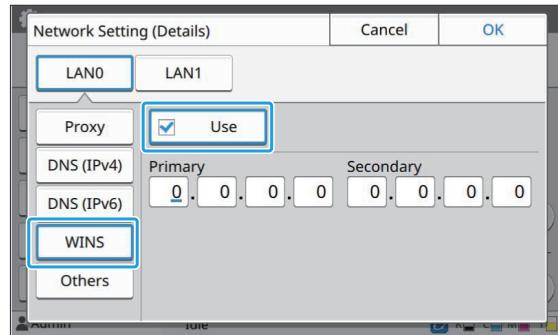


After entering the address, touch [OK].

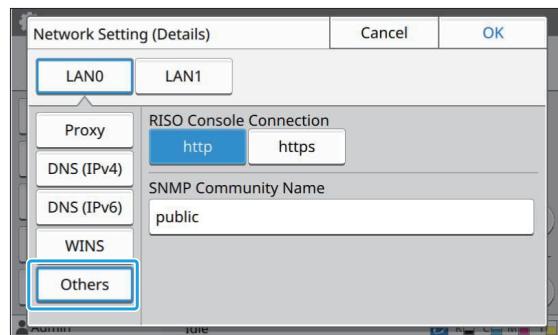
5 Select [WINS] and configure the settings.



- If you select the [Use] check box, you can enter values in [Primary] and [Secondary].



6 Select [Others] and configure each item.



- When connecting the RISO Console with https*, specify a network transfer mode for [Link Speed/Duplex Mode] on the RISO Console.
(RISO Console only)
 - * The protocol https is http with encryption function.
- If changes are not made to the default value for [SNMP Community Name], the community name for SNMP communication will be "public".
- Alphanumeric characters (upper/lower case) and the following characters can be used in the text box for the SNMP community name.

, . / : ; @ [\] ^ _

7 After setting the necessary items, touch [OK].

The [Admin Menu] screen is displayed.



- This function can also be configured from the RISO Console. (See p.13)

IP Address Limiting (IPv4 or IPv6)

You can register up to 12 subnet masks and IP addresses that can access this machine, each for LAN0 and LAN1.

[LAN0], [LAN1]

Configure the limitations of access for each of the two networks connected to the LAN0 terminal and LAN1 terminal on the rear of the machine.

[OFF], [ON]

Use this function to restrict the computers that can access this machine. If this option is set to [ON], you can specify the addresses that can access this machine.

[IP Address]

[Subnet Mask] (when IPv4 is used)

[Prefix Length] (when IPv6 is used)

1 Select [System] - [IP Address Limiting (IPv4)] or [IP Address Limiting (IPv6)] on the [Admin Menu] screen.

2 Select [LAN0] or [LAN1].

3 Select [ON] and configure the settings.



- To grant access to a specific computer:
Enter the subnet mask 255.255.255.255
for the IP address of the computer.

- To grant access to multiple computers with the same subnet:
Enter the subnet mask 255.255.255.0 for the IP address of each computer.
Example: When the IP address is set to "192.0.2.100", computers with an IP address within the range of "192.0.2.1" to "192.0.2.254" can access the machine.
Computers with an IP address outside of this range will not be able to access the machine.

4 Touch [OK].



- This function can also be configured from the RISO Console. (See p.13)

IPsec Setting

If you are using the machine in a network environment that uses IPsec encryption, you can enhance security of the machine with the IPsec setting. Leakage of print data, storage documents, and scanned documents, as well as tampering with administrator settings, can be prevented by using this function.



- In the [IPsec Setting], [Security Policy] settings vary depending on your network environment.

[LAN0], [LAN1]

Configure the network information for the two networks connected to the LAN0 terminal and LAN1 terminal on the rear of the machine.

[OFF], [ON]

Select whether to apply IPsec encryption.
If [ON] is selected, you can set security policies.

[Security Policy]

[Add], [Edit], [Delete], [Priority]

You can register up to 10 security policies, each for LAN0 and LAN1.

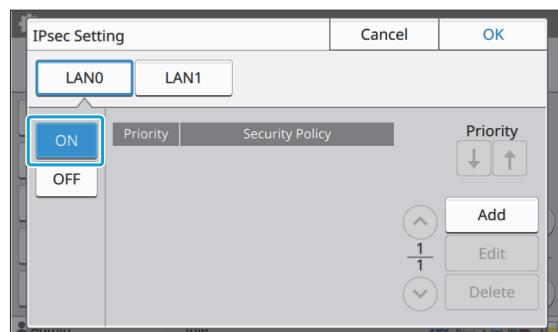
The registered security policies can be edited or deleted. You can also change the priority.

1 Select [System] - [IPsec Setting] on the [Admin Menu] screen.

2 Select [LAN0] or [LAN1].



3 Select [ON].



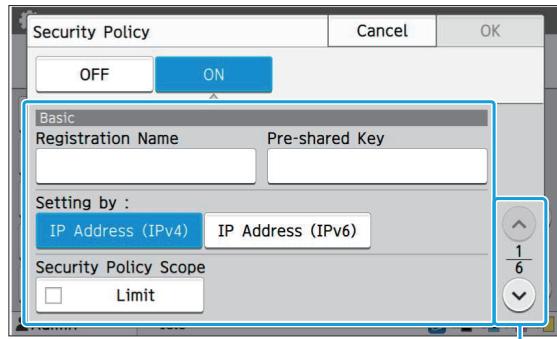
4 Touch [Add].

When the [Security Policy] screen is displayed, touch [ON].



- You can register up to 10 security policies, each for LAN0 and LAN1.
You can also change the priority using [\downarrow] and [\uparrow].
- To change or delete the setting of a registered security policy, select it and touch [Edit] or [Delete].
- Press [OK] if you are not adding, deleting, or changing the setting of a security policy.

5 Configure the settings on the [Basic] screen.

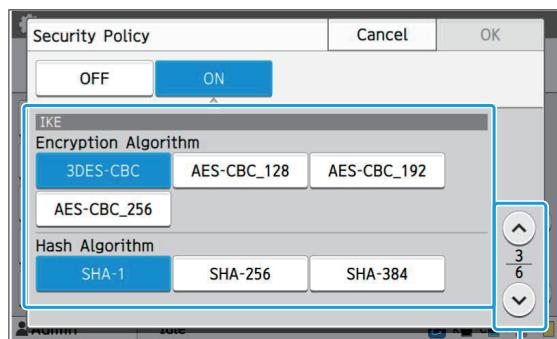


Switches setting screen pages



- The setting items vary depending on your network environment. Scroll using [\wedge] and [\vee], and configure each setting.
- Touch [Registration Name] to display the [Registration Name] screen. After entering the security policy name, touch [OK].
- Touch [Pre-shared Key] to display the [Pre-shared Key] screen. Touch [Next] after entering the pre-shared key. The [Pre-shared Key (confirm)] screen appears. After entering the pre-shared key again, touch [OK].
- The security policy's name and the pre-shared key must be no more than 32 alphanumeric characters.
- If you enter a registered security policy name, the [Confirm] screen is displayed. Follow the instructions in the message when entering the security policy name again.
- To limit the applicable scope of security policies, select the [Limit] check box in [Security Policy Scope], touch [\odot], and enter addresses in [Apply to].

6 Touch [\odot] to display the [IKE] screen, and configure the settings.

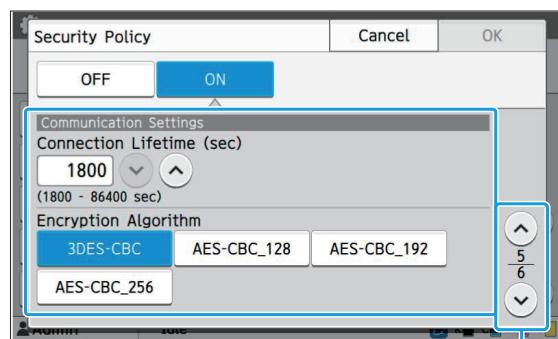


Switches setting screen pages



- If you touch [\odot], you can set [DH Group].

7 Touch [\odot] to display the [Communication Settings] screen, and configure the settings.



Switches setting screen pages



- If you touch [\odot], you can set [Hash Algorithm].

8 Touch [OK].

The details of the security policy setting are set, and the [IPsec Setting] screen is displayed.

9 Touch [OK].

The [Admin Menu] screen is displayed.



- This function can also be configured from the RISO Console. (See p.13)

Scan Data Directory

Register a computer on a network as a scanned data storage destination. The storage destinations registered here are available to all users as common storage destinations.

Be sure to select the [Use] check box for [WINS]. (See p.45)

[Create], [Edit], [Delete]

Register, edit, or delete a destination.

Touch [Create] to start setting the details of a storage destination.

[Display Name]

Enter a name for the storage destination. The name must be 1 to 10 characters.

[Transfer Protocol]

Select from [FTP], [SMB] and [SMB (UNC)].

- FTP stands for File Transfer Protocol which is used for transferring scanned data to the FTP server.
- SMB stands for Server Message Block which is used for transferring scanned data to a shared folder of the computer.
- UNC for SMB (UNC) stands for Universal Naming Convention, and is specified as \\(IP address or computer name)\\(Shared folder name)\\(Sub folder name).



- [Auto search] appears when [SMB] or [SMB (UNC)] is selected.
Use this setting to automatically retrieve a storage destination for [SMB] or [SMB (UNC)].

Details of Destination

- [Storage Server IP Address or URL]
- [Storage Folder]
- [Shared Folder Name]
- [Destination]
- [Server Login Name]
- [Server Login Password]

The setting items may vary depending on the transfer protocol setting.

In [Shared Folder Name], enter the shared folder name.

When you are using your computer in a domain environment or Active Directory environment, specify "(Domain name)\\(Login name)" for [Server Login Name].

Enter the password in [Server Login Password] using 16 characters or less. For other items, you can use up to 256 characters.

[Index]

Specify the index for the display name registered with the storage destination.

[Communication Test]

You can check if the setting of the scanned data storage destination is correctly registered.

Prior Preparation

The example below shows when saving scanned data to a shared folder via SMB.

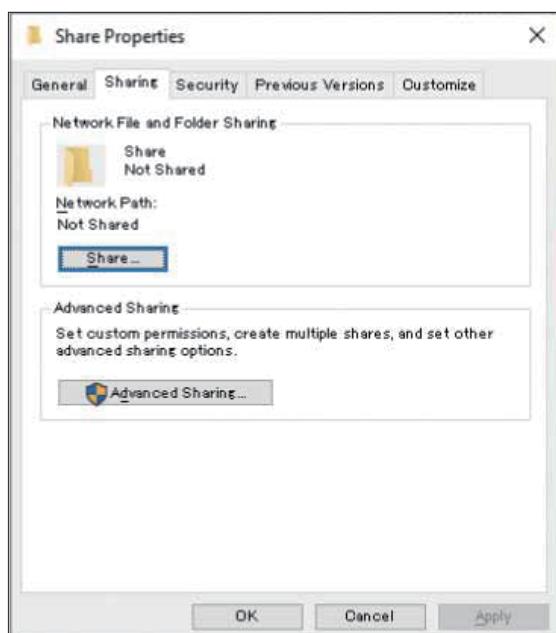
For saving scanned data, you must first create a shared folder on a computer on the network.



- Log in as a user with administrator authority.

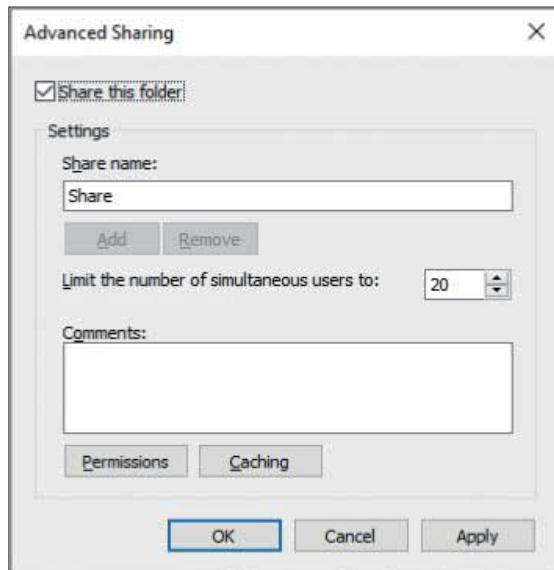
Windows 10 is used here as an example.

- 1 Create a folder in a desired location on the computer on the network.
- 2 Right-click the folder and click [Properties].
- 3 Click [Advanced Sharing] on the [Sharing] tab.



4 Select the [Share this folder] check box and enter [Share name].

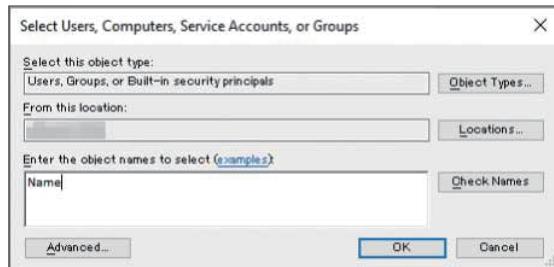
This share name is required for the next steps.



5 Click [Permissions] and then [Add].

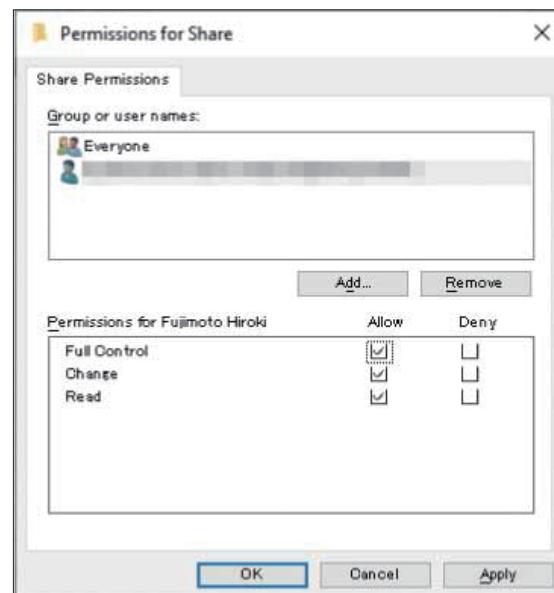
6 Perform either of the following operations to select a user login name.

Click [Advanced] and retrieve user login names.
Enter user login names in [Enter the object names to select] and click [Check Names].



7 Click [OK].

8 Click the selected user login name, and then select the [Allow] check box in [Full Control].



9 Click [OK].

Specifying a Scanned Data Storage Destination

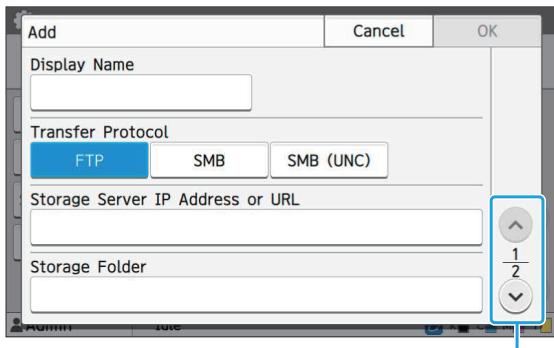
1 Select [Scanner] - [Scan Data Directory] on the [Admin Menu] screen.

2 Touch [Create].

The [Add] screen is displayed.

3 Configure the settings.

When [FTP] is selected for [Transfer Protocol]

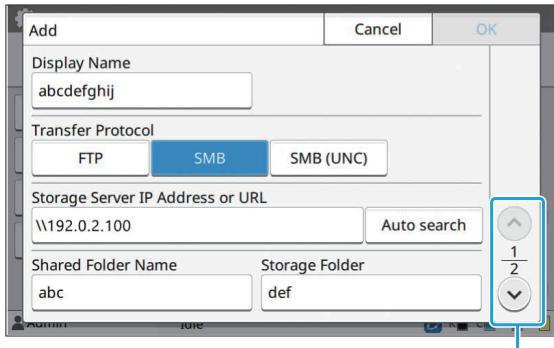


Switches setting screen pages



- In [Storage Folder], enter the folder name of the storage destination that you have set in the FTP server.
- In [Server Login Name], enter the user name that you are using on your computer.
- In [Server Login Password], enter the password that you use for the user name above.

When [SMB] is selected for [Transfer Protocol]

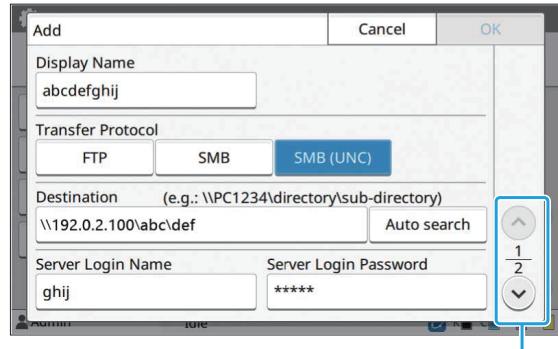


Switches setting screen pages



- Specify [Storage Server IP Address or URL], [Shared Folder Name] (shared folder name), and [Storage Folder] (sub folder name).
- In [Server Login Name], enter the user name that you are using on your computer.
- In [Server Login Password], enter the password that you use for the user name above.

When [SMB (UNC)] is selected for [Transfer Protocol]



Switches setting screen pages



- In [Destination], specify \\(IP address or computer name)\\(Shared folder name)\\(Sub folder name).
- In [Server Login Name], enter the user name that you are using on your computer.
- In [Server Login Password], enter the password that you use for the user name above.

4 Touch [Communication Test] to check if the settings are correctly registered.

The processing screen is displayed. The [Confirm] screen appears when the communication test is completed.

5 Read the message on the [Confirm] screen and touch [Close].

The [Add] screen is displayed.



- If communication fails, check the storage destination server and the network environment. If the problem cannot be resolved, check the settings in step 3 again.

6 Touch [OK].

The screen returns to the [Scan Data Directory] screen.



- This function can also be configured from the RISO Console. (See p.13)

HDD data encryption

Encrypts data that are saved to the hard disk of this machine such as job data and document data.

[OFF], [ON] (Factory setting: [OFF])

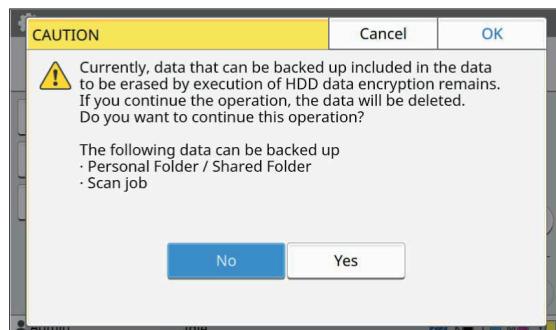


- Encryption/decryption of the HDD data cannot be canceled midway.
- The machine cannot be operated during encryption/decryption of the HDD data.
- It may take a long time to encrypt/decrypt the HDD data.
- Do not turn off the power of the machine during encryption/decryption of the HDD data.
- When the HDD data encryption function is set to [ON], the job data cannot be saved to a USB flash drive.

To encrypt the data of the hard disk of this machine, select [ON] and touch [OK]. When a confirmation screen is displayed, read the confirmation message and touch [OK] again.

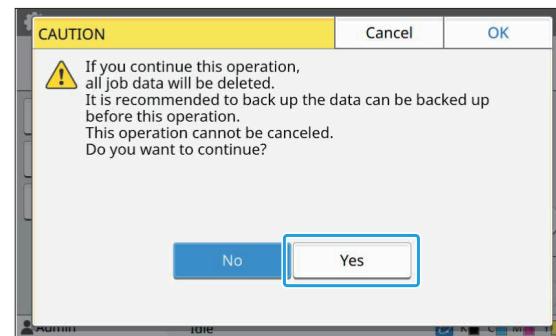
All job data are deleted when the HDD data is encrypted or decrypted. The data cannot be restored once it is deleted.

When data that can be backed up is included in the data being deleted, a caution screen is displayed.



When Not Backing Up the Data

Select [Yes] and touch [OK]. A caution screen is displayed again.



When you read the confirmation message, select [Yes], and touch [OK], the process will start.

When Backing Up the Data

Touch [Cancel], or select [No] and touch [OK]. The screen returns to the HDD data encryption screen. Return to the [Home] screen and back up the data.

The following data can be backed up:

- Storage job data (Personal/Shared)
You can copy the data and save it to a USB flash drive for back up.
For more information, see "Storage" in the "User's Guide".
- Scan job data saved to the hard disk of this machine
You can download the data to your computer for back up.
For more information, see "RISO Console" in the "User's Guide".

When the back up of the data is completed, return to the HDD data encryption screen and perform the operation again.



- Even when the back up of the data is completed, a caution screen is displayed if the data that were backed up remains in the hard disk of this machine.

Setting When Using the Optional PostScript Kit

When the PostScript kit is installed, you can configure the following settings in [Admin Menu] - [Printer] from the RISO Console.

Setting Item	Function
Preset Form Setting	Use this item to manage registered form data.
Color Profile Management	Use this item to manage the registered ICC profiles.
PostScript Setting	Use this item to change the PostScript processing method.



- The factory settings are underlined.

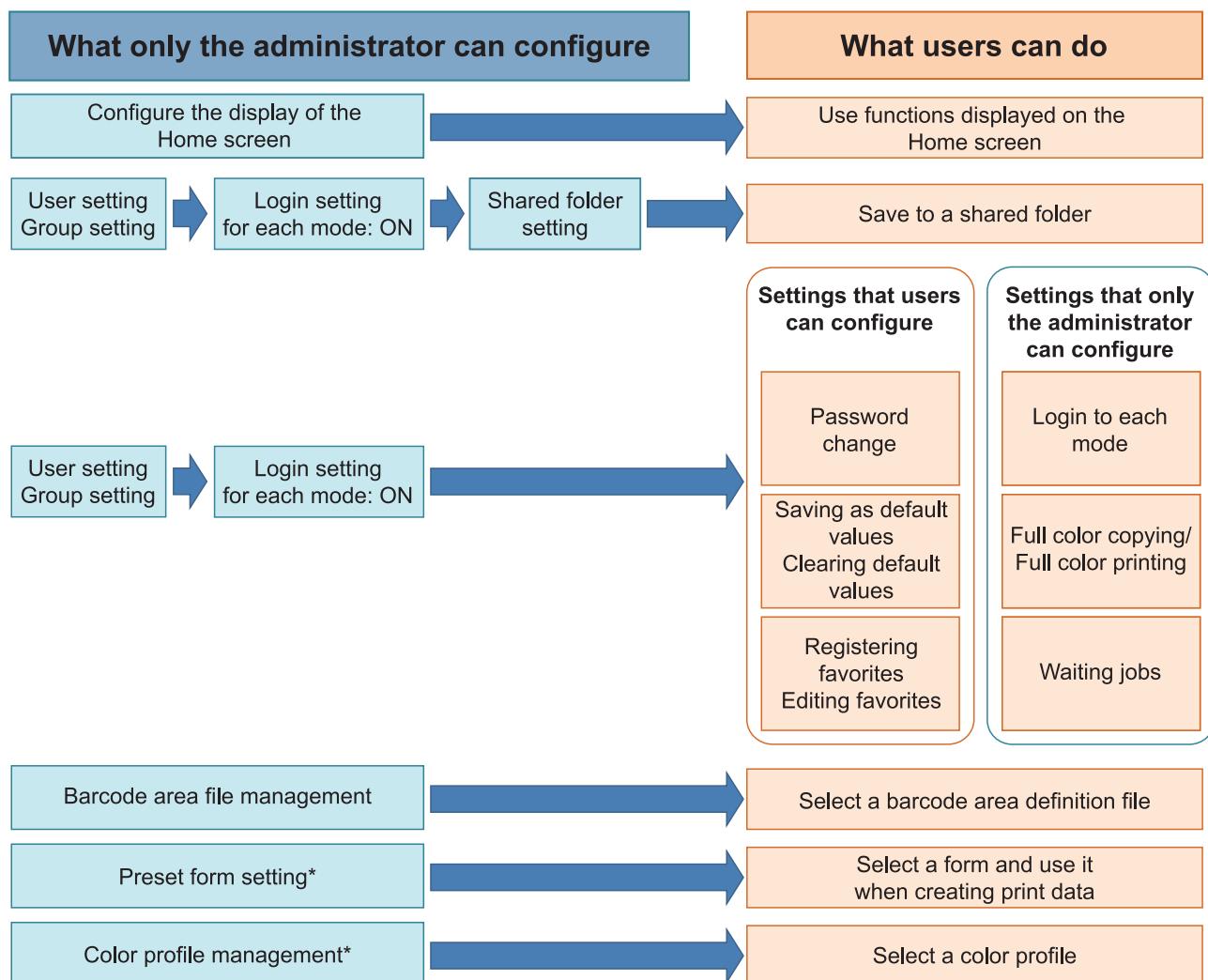
Setting / Description	Set value / Details
Preset Form Setting You can register form data registered on the machine as a custom form with a specified number. The forms selected for CustomForm 1 through CustomForm 10 are displayed in the preview area as thumbnails. Click [◀] or [▶] to switch pages.	<ul style="list-style-type: none">• [CustomForm 1] to [CustomForm 10]• Preview area
Color Profile Management If ICC profiles are registered in the printer from a computer, you can select a color profile from the printer driver. You can also delete selected ICC profiles.	<ul style="list-style-type: none">• [Delete]• [CMYK Output Profile]• [Upload]• [Back to Admin Menu]
PostScript Setting Specify whether to use the preflight function. If you are preflighting, you can create and display thumbnails.  • Print data processing speed may be accelerated by setting the Preflight and Thumbnail settings to [OFF].	<ul style="list-style-type: none">• [Preflight] [OFF], <u>[ON]</u>• [Thumbnail] [OFF], <u>[ON]</u>

Chapter 5 Functions Affected by Administrator Setting

Function Diagram

Configure the administrator menu settings so that they conform to your environment.
See the following diagram to configure the administrator menu settings for enhanced usability.

■ Functions That the Administrator Setting Allows Users to Use



-  • For specific information on how to configure the administrator menu settings, see "Administrator Menu Setting Items" (p.14).

Configure the following settings in the administrator setting to enable each user to use the respective functions.

Functions that users can use	What the administrator configures in the administrator setting
Password change (Changing the login password)	<ul style="list-style-type: none"> • Set [Login Setting] to [ON]. • Register users with [User Setting].
Functions displayed on the Home screen (Setting the functions accessible to all users)	<ul style="list-style-type: none"> • In [Home Screen Customization] - [Display Setting], set the functions that you are permitting access to users to [ON].
Save as Default Initialize (Registering frequently used settings as personal default values)	<ul style="list-style-type: none"> • Set [Login Setting] to [ON]. • Register users with [User Setting].
Registering favorites Editing favorites (Registering the settings frequently used in Copy, Scan, Storage (Save), and USB (Save) modes as personal favorites)	<ul style="list-style-type: none"> • Set [Login Setting] to [ON]. • Register users with [User Setting].  <ul style="list-style-type: none"> • If [Login Setting] is set to [OFF], the Favorites screen will show the content as registered by the administrator.
Waiting jobs (Printing print data from a computer after login)	<ul style="list-style-type: none"> • Set [Login Setting] to [ON]. • Register users with [User Setting].

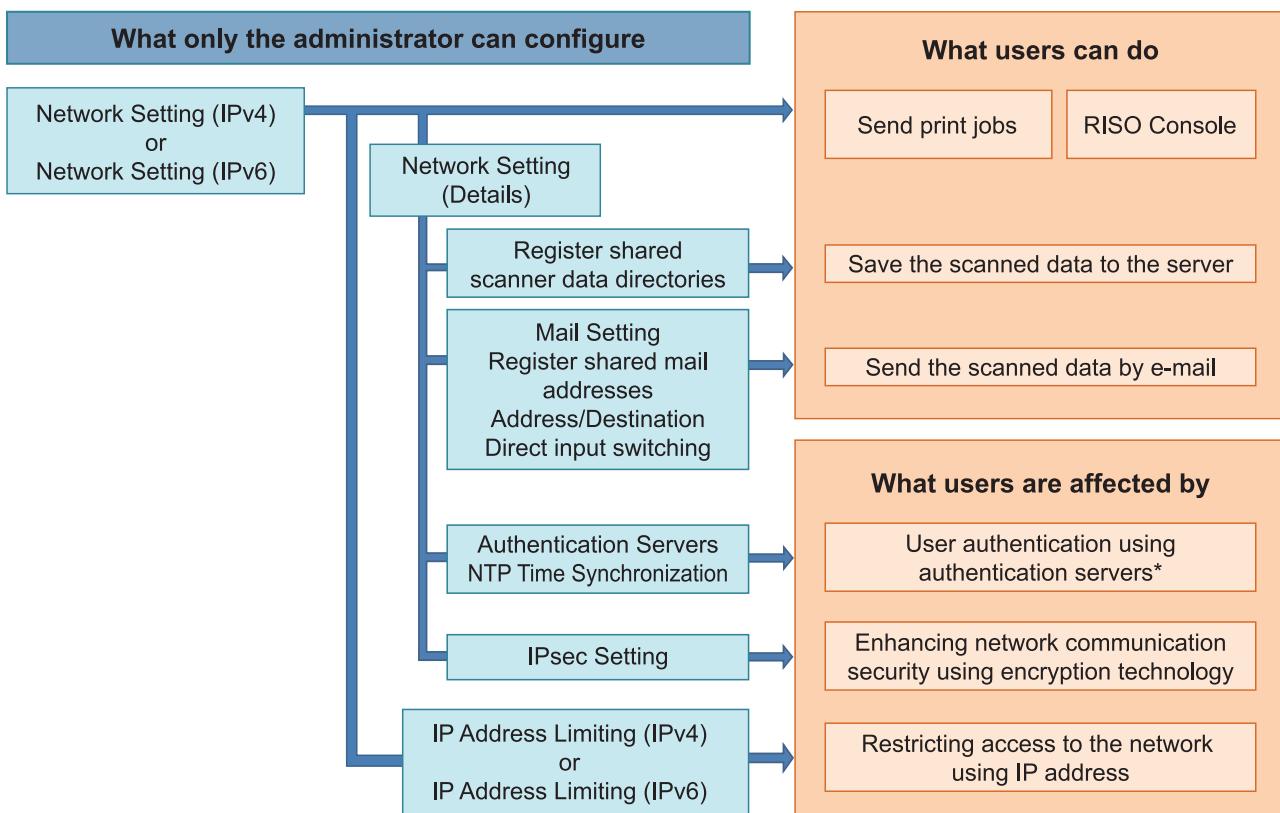
To restrict the use of the following functions per user, configure the following settings in the administrator setting.

If [Login Setting] is set to [OFF], no function is restricted.

Functions that are restricted per user	What the administrator configures in the administrator setting
Mode selection (Prohibiting the use of Print, Copy, and/or Scan modes, or requiring password authentication to use each mode)	<ul style="list-style-type: none"> Set [Login Setting] to [ON]. Register users with [User Setting]. Specify the modes to be restricted with [Permission Setting].
Full color copying/Full color printing (Restricting the use of full color and the number of pages for color and monochrome in copying/printing)	<ul style="list-style-type: none"> Set [Login Setting] to [ON]. Register users with [User Setting]. Limit functions with [Permission Setting].
Storage (Save) (Personal folder) (Creating a personal folder and saving the printed or scanned data to the personal folder)	<ul style="list-style-type: none"> Set [Login Setting] to [ON]. Register users with [User Setting]. [Permission Setting]: Set either [Print Mode] or [Copy Mode] to [ON].  <ul style="list-style-type: none"> The Storage function is not available when both [Print Mode] and [Copy Mode] are [OFF].
Storage (Save) (Shared folder) (Saving the print data and the scanned data in copy jobs to the shared folders)	<ul style="list-style-type: none"> Set [Login Setting] to [ON]. Register groups with [Group Setting]. Register users with [User Setting]. [Permission Setting]: Set either [Print Mode] or [Copy Mode] to [ON].  <ul style="list-style-type: none"> The Storage function is not available when both [Print Mode] and [Copy Mode] are [OFF]. <ul style="list-style-type: none"> Configure [Shared Folder Setting].
Storage (Load)	<ul style="list-style-type: none"> Set [Login Setting] to [ON]. Register groups with [Group Setting]. Register users with [User Setting]. [Permission Setting]: Set either [Print Mode] or [Copy Mode] to [ON].  <ul style="list-style-type: none"> The Storage function is not available when both [Print Mode] and [Copy Mode] are [OFF]. <ul style="list-style-type: none"> Configure [Shared Folder Setting].
USB (Save)	<ul style="list-style-type: none"> Set [Login Setting] to [ON]. Register users with [User Setting]. [Permission Setting]: Set [Scan Mode] to [ON].
USB (Load)	<ul style="list-style-type: none"> Set [Login Setting] to [ON]. Register users with [User Setting]. [Permission Setting]: Set [Print Mode] to [ON].

■ Settings Affected by Network Setting and How Users are Affected

If you are using the machine connected to a network, you cannot configure functions without configuring [Network Setting (IPv4)] or [Network Setting (IPv6)], and [Network Setting (Details)] in advance. Make sure to configure [Network Setting (IPv4)] or [Network Setting (IPv6)], and [Network Setting (Details)] before configuring the functions.



* Use of some functions is restricted. (See p.35)

The administrator setting determines the network functions available to the users.

To enable users to use the following functions, the administrator needs to configure the settings below in the administrator setting.

Functions that users can use	What the administrator configures in the administrator setting
Sending print jobs and using the RISO Console in the network environment	<ul style="list-style-type: none"> [Network Setting (IPv4)] [Network Setting (IPv6)]
Saving the scanned data to the server	<ul style="list-style-type: none"> [Network Setting (IPv4)] or [Network Setting (IPv6)] [Scan Data Directory] [Network Setting (Details)] if you are specifying the storage directory using a server name
Sending the scanned data by e-mail	<ul style="list-style-type: none"> [Network Setting (IPv4)] or [Network Setting (IPv6)] [Mail Setting] [Mail Address Entry] [Address Input Permission] [Network Setting (Details)] if you are specifying the mail server address using a server name

If you configure the following functions in the administrator setting, access to the network is restricted, and users are affected by the following:

What users are affected by	What the administrator configures in the administrator setting
Sending print jobs and restricting use of the RISO Console using an IP address on the network environment	• [Network Setting (IPv4)] • [IP Address Limiting (IPv4)]
	• [Network Setting (IPv6)] • [IP Address Limiting (IPv6)]
Sending print jobs using IPsec encryption	• [Network Setting (IPv4)] or [Network Setting (IPv6)] • [IPsec Setting] • [Network Setting (Details)]
Restricting users by authentication servers	• [Network Setting (IPv4)] or [Network Setting (IPv6)] • [Authentication Servers] • [Network Setting (Details)] • [NTP Time Synchronization]

■ Machine Functions That the Administrator Setting Restricts

Some settings or functions become unavailable when you set [Authentication Servers] or [External System Link] to [ON], or when you set [Power Consumption (in Sleep)] in [Power Saving Setting] to [Low].

Functions that are restricted when [Authentication Servers] is set to [ON]

User Setting	Full color copying/ Full color printing	Password change
Group Setting	Personal folders	Registering/Editing personal address book
Print/Copy count limitation	Registering personal favorites	
External system link	Saving as personal default	

Functions that are restricted when [External System Link] is set to [ON]¹

User Setting	Authentication Servers	Password change
Group Setting	Personal folders	Registering/Editing personal address book
Print/Copy count limitation	Registering personal favorites	Full color copying/ Full color printing
Waiting Job Setting	Saving as personal default	

Functions that are restricted when [Power Consumption (in Sleep)] in [Power Saving Setting] is set to [Low]

Wake On LAN communication^{*2}

RISO Console is not displayed during Sleep mode

*1 When connecting the external print server using the MPS software

*2 Windows: Set in the [Environment] tab on the printer driver.

Mac OS: Set in the [Utility] tab on the printer driver.

Chapter 6 Appendix

CSV File Format for Collectively Registering Users

Enter user information into CSV files written from the RISO Console.

Example: Owner information data

The setting items in the second line correspond to "Item Name" in the list below ([Common] column A-L).

	A	B	C	D	E	F	G	H	I	J	K	L
1	CSV File Ver.											
2	User name	PC login name	Authorization	Printer mode	Copy mode	Scanner mode	Index	IC card	Temporary Password	Group 1	Group 2	Group 3
3	J.Smith	J.Smith	admin	on	on	on	8	1001 9638...	abcde123	Sales		
4	C.Carry	C.Carry	user	on	on	off	1	1001 9638...	xwz9876	Sales	Planning	

[Common]

Column	Item Name	Set Value	Unavailable Characters
A	User name (User name)	1 to 10 alphanumeric characters * Do not leave this field blank.	"/ [] : + < > = ; , * ? \ '
B	PC login name (PC login ID)	0 to 63 alphanumeric characters	"/ [] : + < > = ; , * ? \ '
C	Authorization (Admin. rights)	"user": General users "admin": Administrator	None
D	Printer mode (Printer mode)	"on": Permit "off": Prohibit	None
E	Copy mode (Copy mode)	"on": Permit "off": Prohibit	None
F	Scanner mode (Scanner mode)	"on": Permit "off": Prohibit	None
G	Index (Index attribute)	2 characters (1-12) 1:ABC 2:DEF 3:GHI 4:JKL 5:MN 6:OP 7:QR 8:STU 9:VW 10:XYZ 11:~/ 12:0-9	None
H	IC card (Unique IC card ID number)	0-22 alphanumeric characters Conforming to IC card standards	Characters other than alphanumeric characters
I	Temporary Password (Temporary password)	1 to 16 alphanumeric characters (only lower case characters)	Characters other than alphanumeric characters
J	Group1 (Affiliation Group 1)	1 to 10 alphanumeric characters	"/ [] : + < > = ; , * ? \ '

Column	Item Name	Set Value	Unavailable Characters
K	Group2 (Affiliation Group 2)	1 to 10 alphanumeric characters	" / [] : + < > = ; , * ? \ '
L	Group3 (Affiliation Group 3)	1 to 10 alphanumeric characters	" / [] : + < > = ; , * ? \ '

If you are restricting certain functions for users registered in this machine, you need to configure the following settings.

Example: Function restriction data

The setting items in the second line correspond to "Item Name" in the list below ([Print/Copy Accounting Rule] column M-V).

	M	N	O	P	Q	R	S	T	U	V
1										
2	Full color print	Full color print limitation	Full color print limit	Mono-color print limitation	Mono-color print limit	Full color copy	Full color copy limitation	Full color copy limit	Mono-color copy limitation	Mono-color copy limit
3	on	on	99999	off	99999	on	off	99999	off	99999
4	on	on	100	on	100	on	on	100	off	99999

[Print/Copy Accounting Rule]: Examples of When You Select [Count Individually]

Column	Item Name	Set Value	Unavailable Characters
M	Full color print (Availability of full color printing)	"on": Permit "off": Prohibit	None
N	Full color print limitation (Limiting full color printing)	"on": Restrict "off": Not restrict	None
O	Full color print limit (Count limit of full color printing)	1 to 5 characters (numbers only) 1 - 99999	Characters other than numbers (0 - 9)
P	Mono-color print limitation (Limiting mono-color printing)	"on": Restrict "off": Not restrict	None
Q	Mono-color print limit (Count limit of mono-color printing)	1 to 5 characters (numbers only) 1 - 99999	Characters other than numbers (0 - 9)
R	Full color copy (Availability of full color copying)	"on": Permit "off": Prohibit	None
S	Full color copy limitation (Limiting full color copying)	"on": Restrict "off": Not restrict	None
T	Full color copy limit (Count limit of full color copying)	1 to 5 characters (numbers only) 1 - 99999	Characters other than numbers (0 - 9)
U	Mono-color copy limitation (Limiting mono-color copying)	"on": Restrict "off": Not restrict	None

Column	Item Name	Set Value	Unavailable Characters
V	Mono-color copy limit (Count limit of mono-color copying)	1 to 5 characters (numbers only) 1 - 99999	Characters other than numbers (0 - 9)



- User information may not be registered correctly if you enter invalid setting values. Use the specified character types within the specified character limit.

Account Record

An account record is a history of jobs carried out by this machine. This records information such as the completion status of each job, the owner name, and processing time. The following table lists the content of each item on the account record.

No.	Item Name	Details
1	Discrimination code (Model code)	Codes to distinguish the models in the account record file ComColor GD series: [DA] ComColor FT series: [EA], [EB] ComColor FW series: [CA]
2	Format version (Format version)	The format version of the account record (Displays the version as [2 digits].[2 digits])
3	Charset (Charset)	The character set used in the CSV file of the account record
4	MODEL (Model name)	The model name
5	SERIAL (Serial number)	The serial number that is registered in this machine
6	VERSION (Firmware version)	The firmware version of this machine
7	DATE (Date)	The date that the account record is acquired or recorded For the current job list: The date that the account record is acquired For the history file: The month or date that the account record is recorded (Displayed as YYYY/MM/DD)
8	TIME (Time)	The time when the account record was acquired For the current job list: The time when the account record was acquired For the history file: Fixed as "00:00:00" (Displayed as hh:mm:ss)
9	PRINTER NAME (Printer Name)	The "printer name" specified for [Network Setting]
10	PRINTER IP ADDRESS IPv4 (IP address of printer)	The "IP address (IPv4)" of the LAN0 or Default port
11	PRINTER IP ADDRESS IPv6 (IP address of printer)	The "IP address (IPv6)" of the LAN0 or Default port
12	PRINTER IP ADDRESS IPv4_LAN1 (IP address of printer)	The "IP address (IPv4)" of the LAN1 port
13	PRINTER IP ADDRESS IPv6_LAN1 (IP address of printer)	The "IP address (IPv6)" of the LAN1 port
14	Job kind (Job types)	Job types (Print, Copy, Scan)
15	Job ID (Job ID)	Displays the Job ID as 1 - XXXXXXXXXXXX
16	Job name (Job name)	The job name (Displayed within 255 characters)

No.	Item Name	Details
17	Owner name (Owner name)	The owner name (Displayed within 64 characters)
18	Group1 - 3 (Group 1 - 3)	The group name (Displayed within 20 characters)
19	Start job (Starting date of job)	The starting date and time of a job (Displayed as YYYY-MM-DD hh:mm:ss)
20	End job (Completion date of job)	The completion date and time of a job (Displayed as YYYY-MM-DD hh:mm:ss)
21	Start printing (Starting date of printing)	The starting date and time of printing (Displayed as YYYY-MM-DD hh:mm:ss)
22	End printing (Completion date of printing)	The completion date and time of printing (Displayed as YYYY-MM-DD hh:mm:ss)
23	Start transferring (Starting date of the transfer)	The date and time when sending or saving a job starts (Displayed as YYYY-MM-DD hh:mm:ss)
24	End transferring (Completion date of the transfer)	The date and time when the sending or saving of a job is complete (Displayed as YYYY-MM-DD hh:mm:ss)
25	Processing time (Processing time)	Processing time of a job
26	Job status1 (Job status 1)	The processing status of a job When the job is completed successfully: Done When the job is suspended and ends: Suspend When the job ends in error: Error
27	Job status2 (Job status 2)	The status of the job that is suspended and ended When turning off the power: 1 When deleting the job from the operation panel: 2 When deleting the job from the RISO Console: 3 When the job ends in error: Error numbers
28	Original size (Original size)	The original size (Displayed as original type and size) For mixed size originals: Mixed
29	Original pages (Number of pages in original)	The number of pages in the original
30	Sender name (Sender name)	The name of the computer that sent the jobs (Within 63 characters)
31	PC IP address (IP address of computer)	The IP address of the computer that sent the jobs When the PS kit is connected: Blank When multiple adapters are configured, the IP address of the port that is set as the default is displayed.
32	Destination (Destination)	Destination of a job Hard disk of this machine: HDD USB flash drive: USB Server: SMB, FTP Send by e-mail: Mail
33	Job comment (Job comment)	A comment that is set for the job

No.	Item Name	Details
34	PS RIP (PS RIP)	Jobs of the PS kit: On Jobs other than those of the PS kit: Off
35	Print pages (Number of printed pages)	The number of pages of the printed images When using duplex printing: 2 pages per sheet of paper
36	Output volume (Number of copies)	The number of copies to print that the user set When program setting is configured, the total number of copies in all sets of all groups is displayed.
37	Output paper size (Output paper size)	The output paper size (Displayed as paper type and size) For mixed size originals: Mixed
38	Paper type (Paper type)	The paper type
39	Color (Color settings)	The color mode settings
40	Duplex printing (Duplex printing)	The settings for duplex printing
41	Imposition (Imposition)	The imposition settings None: Off When image repeat is set: Multi-up(Single-page) When combine is set: Multi-up(Multi-page) When booklet is set: Booklet When poster is set: Poster
42	Collate (Sort)	The sort settings
43	Stapler (Stapler)	The settings of the positions of the staples For 1 staple: 1 position For 2 staples: 2 positions
44	Punch (Punch)	The number of punched holes For punching 2 holes: 2 holes For punching 3 holes: 3 holes For punching 4 holes: 4 holes
45	Paper fold (Paper fold)	Types of paper folds (Bi-fold, Tri-fold, Z-fold)
46	Booklet (Booklet binding)	The binding settings for booklets
47	Add cover (Add cover)	The settings for the front and back cover
48	Offset output (Offset output)	The offset output settings
49	Paper interposal (Slip sheet)	The slip sheet settings
50	Resolution (Resolution)	The resolution of an image
51	Print count (Print count)	The total page count for each job

No.	Item Name	Details
52	Job charge count (FCL/FCS/MTL/MTS/MBL/MBS/MCL/MCS)	Information of the page count for each job FCL: The number of large color prints FCS: The number of small color prints MTL: The total number of large mono-color prints MTS: The total number of small mono-color prints MBL: The number of large monochrome prints MBS: The number of small monochrome prints MCL: The number of large mono-color prints MCS: The number of small mono-color prints
53	Mixed size original (Mixed size original)	The mixed size original settings
54	Duplex scanning (Duplex scanning)	The settings for duplex scanning
55	Scan file format (Scan file format)	The file format of the scanned data



Please contact the following for supplies and service: