

MG2500 series Online Manual

Read Me First
Useful Functions Available on the Machine
Overview of the Machine
Troubleshooting
Printing
Copying
Scanning

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Read Me First

➔ [Notes on Online Manual Usage](#)

➔ [How to Print](#)


Notes on Online Manual Usage

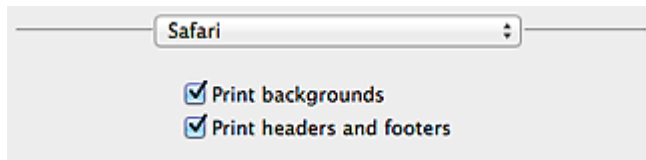
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- Although the contents of this guide have been prepared with utmost care, please contact the service center if you find any incorrect or missing information.
- In principle, the descriptions in this guide are based on the product at the time of its initial sale.
- This guide does not disclose the manuals of all the products sold by Canon. See the manual supplied with the product when using a product that is not described in this guide.

How to Print

Use the print function of your Web browser to print this guide.

To print background colors and images, follow the steps below to display the Print dialog options, then select the **Print backgrounds** checkbox.

1. Click **Print...** from the **File** menu.
2. Click **Show Details** or  (Down Arrow).
3. Select **Safari** from the pop-up menu.



Symbols Used in This Document

Warning

Instructions that, if ignored, could result in death or serious personal injury caused by incorrect operation of the equipment. These must be observed for safe operation.

Caution

Instructions that, if ignored, could result in personal injury or material damage caused by incorrect operation of the equipment. These must be observed for safe operation.

Important

Instructions including important information. To avoid damage and injury or improper use of the product, be sure to read these indications.

Note

Instructions including notes for operation and additional explanations.

Basic

Instructions explaining basic operations of your product.

Note


- Icons may vary depending on your product.

Trademarks and Licenses

- Microsoft is a registered trademark of Microsoft Corporation.
- Windows is a trademark or registered trademark of Microsoft Corporation in the U.S. and/or other countries.
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►► Note

- The formal name of Windows Vista is Microsoft Windows Vista operating system.

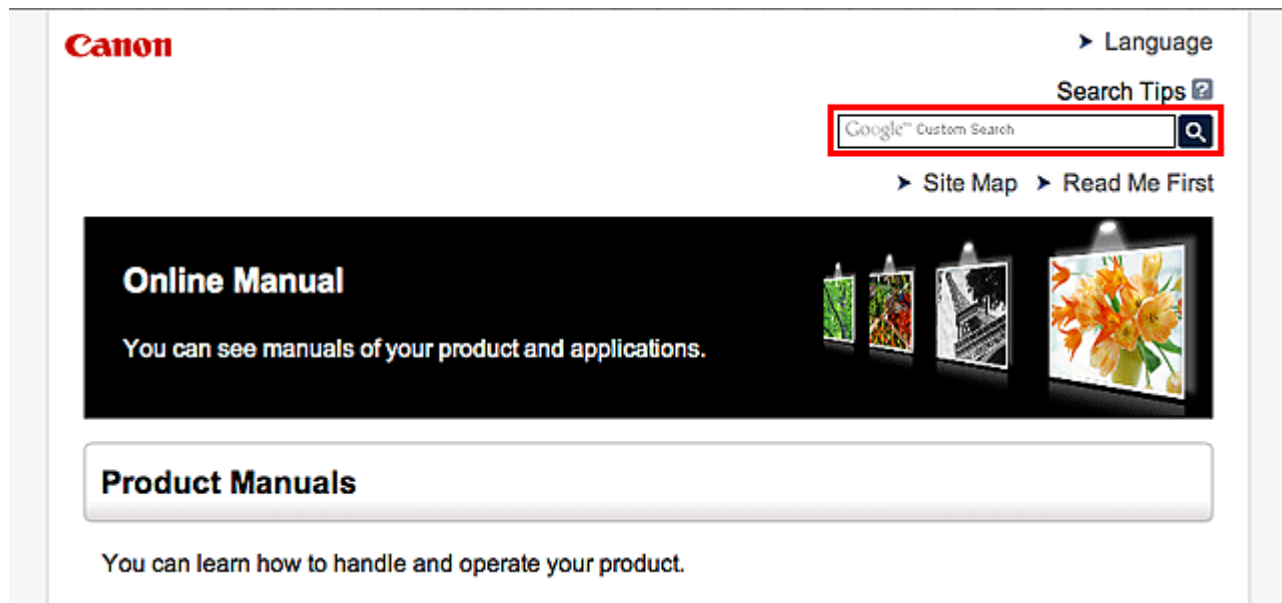
Enter keywords in the search window and click  (Search).

You can search for target pages in this guide.

Entry example: "(your product's model name) load paper", "(your product's model name) 1000"

Search Tips

You can search for target pages by entering keywords in the search window.



▶▶▶ Note

- The displayed screen may vary.

- **Searching for Functions**

You can find target pages easily by entering your product's model name and a keyword for the function you want to learn about.

Example: When you want to learn how to load paper

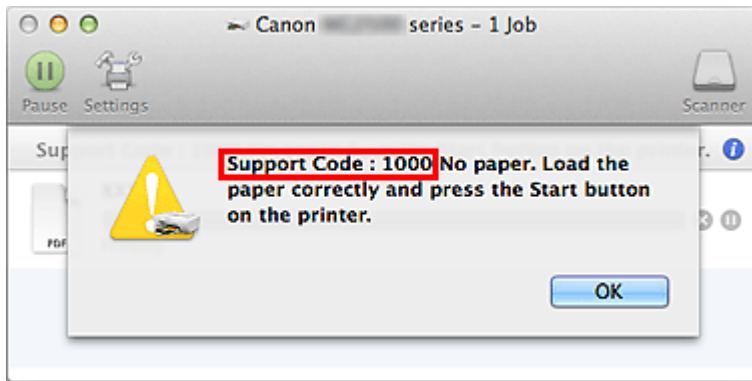
Enter "(your product's model name) load paper" in the search window and perform a search

- **Troubleshooting Errors**

You can obtain more accurate search results by entering your product's model name and a support code.

Example: When the following error screen appears

Enter "(your product's model name) 1000" in the search window and perform a search



►► Note

- The displayed screen varies depending on your product.

• Searching for Application Functions

You can find target pages easily by entering your application's name and a keyword for the function you want to learn about.

Example: When you want to learn how to print collages with My Image Garden
Enter "My Image Garden collage" in the search window and perform a search

• Searching for Reference Pages

You can search for reference pages described in this guide by entering your model name and a page title.

You can find reference pages more easily by entering the function name as well.

Example: When you want to browse the page referred to by the following sentence on a scanning procedure page

Refer to "Color Settings Tab" for your model from Home of the *Online Manual* for details.

Enter "(your product's model name) scan Color Settings Tab" in the search window and perform a search

Window Used in Operation Explanation

In this guide, most of the operations are described based on the windows displayed when Mac OS X v10.8 is used.

Useful Functions Available on the Machine

The following useful functions are available on the machine.

Enjoy pleasant photography experience by utilizing various functions.

► Useful Functions Available from Applications and the Main Unit



You can create items such as collages easily or download delightful printing materials, and print them.

Useful Functions Available from Applications and the Main Unit

On the machine, the following useful functions are available from applications and the main unit.

- [Print Photos Easily](#)
- [Download Content Materials](#)

Print Photos Easily Using an Application

Organize Images Easily

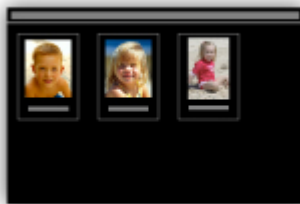
In My Image Garden, you can register the names of people and events to photos.

You can organize photos easily as you can display them not only by folder but also by calendar, event, and person. This also allows you to find the target photos easily when you search for them later on.

<Calendar View>



<People View>



Display Recommended Items in Slide Shows

Based on the information registered to photos, Quick Menu automatically selects the photos on your computer and creates recommended items such as collages and cards. The created items appear in slide shows.



If there is an item you like, you can easily print it in just two steps.

1. In Image Display of Quick Menu, select the item you want to print.
2. Print the item with My Image Garden.



Place Photos Automatically

Delightful items are created easily as the selected photos are placed automatically according to the theme.



Other Various Functions

My Image Garden has many other useful functions.

Refer to "What You Can Do with My Image Garden" for details.

Download a Variety of Content Materials

CREATIVE PARK

A "printing materials site" where you can download all the printing materials for free.

Various types of content such as seasonal cards and paper crafts that can be made by assembling paper parts are provided.

It is easily accessible from Quick Menu.

CREATIVE PARK PREMIUM

A service where customers using models that support PREMIUM Contents can download exclusive printing materials.

PREMIUM Contents can be downloaded easily via My Image Garden. Downloaded PREMIUM Contents can be printed directly with My Image Garden.

To print downloaded PREMIUM Contents, make sure that genuine Canon ink tanks/ink cartridges are installed for all colors on a supported printer.



►► Note

- The designs of PREMIUM Contents provided in this page are subject to change without prior notice.

Overview of the Machine

- ➔ [Safety Guide](#)
 - ➔ [Safety Precautions](#)
 - ➔ [Regulatory and Safety Information](#)
- ➔ [Main Components and Basic Operations](#)
 - ➔ [Main Components](#)
 - ➔ [About the Power Supply of the Machine](#)
- ➔ [Loading Paper / Originals](#)
 - ➔ [Loading Paper](#)
 - ➔ [Loading Originals](#)
- ➔ [Replacing a FINE Cartridge](#)
 - ➔ [Replacing a FINE Cartridge](#)
 - ➔ [Checking the Ink Status](#)
- ➔ [Maintenance](#)
 - ➔ [When Printing Becomes Faint or Colors Are Incorrect](#)
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 - ➔ [Cleaning the Machine](#)
- ➔ [Changing the Machine Settings](#)
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 - ➔ [Changing the Machine Settings Using the Operation Panel](#)
- ➔ [Tips for Ensuring Optimal Printing Quality](#)
 - ➔ [Useful Information about Ink](#)
 - ➔ [Key Points to Successful Printing](#)
 - ➔ [Be Sure to Make Paper Settings after Loading Paper](#)
 - ➔ [Canceling a Print Job](#)
 - ➔ [Machine Handling Precautions](#)
 - ➔ [Key to Enjoying Consistent Printing Quality](#)
 - ➔ [Precautions for Safe Transport of the Machine](#)
- ➔ [Legal Limitations on Use of Your Product and Use of Images](#)
- ➔ [Specifications](#)

Safety Guide

- [Safety Precautions](#)
- [Regulatory and Safety Information](#)

Safety Precautions

Choosing a location

- Do not install the machine in a location that is unstable or subject to excessive vibration.
- Do not install the machine in locations that are very humid or dusty, in direct sunlight, outdoors, or close to a heating source.
To avoid the risk of fire or electric shocks, use the machine under the operating environment specified in the Specification.
- Do not place the machine on a thick rug or carpet.
- Do not place the machine with its back attached to the wall.

Power supply

- Ensure that the area around the power outlet is kept clear at all times so you can easily unplug the power cord if necessary.
- Never remove the plug by pulling on the cord.
Pulling the cord may damage the power cord, leading to possible fire or electrical shock.
- Do not use an extension lead/cord.

Working around the machine

- Never put your hands or fingers in the machine while it is printing.
- When moving the machine, carry the machine at both ends. In case the machine weighs more than 14 kg, it is recommended to have two people lifting the machine. Accidental dropping of the machine causes injury. For the machine's weight, refer to the Specification.
- Do not place any object on the machine. Especially do not place metal objects (paper clips, staples, etc.) or containers of flammable solvents (alcohol, thinners, etc.) on top of the machine.
- Do not transport or use the machine on a slant, vertically or upside-down, as the ink may leak and damage the machine.

Working around the machine (For the multifunction printer)

- When loading a thick book on the Platen Glass, do not press hard on the Document Cover. The Platen Glass may break and cause injury.

Print Heads/ink tanks and FINE Cartridges

- Keep ink tanks out of the reach of children. In case ink* is accidentally licked or swallowed, rinse out mouth or give one or two glasses of water to drink. If irritation or discomfort occurs, obtain medical advice immediately.
* Clear Ink contains nitrate salts (For models containing Clear Ink).
- In case ink gets in contact with eyes, rinse with water immediately. In case ink gets in contact with skin, wash with soap and water immediately. If irritation to eyes or skin persists, obtain medical advice immediately.
- Never touch the electrical contacts on a Print Head or FINE Cartridges after printing.
The metal parts may be very hot and could cause burns.
- Do not throw ink tanks and FINE Cartridges into fire.
- Do not attempt to disassemble or modify the Print Head, ink tanks, and FINE Cartridges.

Regulatory and Safety Information

For models containing lithium battery

- Dispose of used batteries according to the local regulations.
- Risk of explosion if battery is replaced by an incorrect type.

Users in the U.S.A.

FCC Notice (U.S.A. Only)

For 120V, 60Hz model

Model Number: K10392

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Note: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Use of a shielded cable is required to comply with Class B limits in Subpart B of Part 15 of the FCC Rules.

Do not make any changes or modifications to the equipment unless otherwise specified in the manual. If such changes or modifications should be made, you could be required to stop operation of the equipment.

Canon U.S.A., Inc.

One Canon Park

Melville, New York 11747

1-800-652-2666

Only for European Union and EEA (Norway, Iceland and Liechtenstein)



This symbol indicates that this product is not to be disposed of with your household waste, according to the WEEE Directive (2012/19/EU) and national legislation. This product should be handed over to a designated collection point, e.g., on an authorized one-for-one basis when you buy a new similar product or to an authorized collection site for recycling waste electrical and electronic equipment (EEE). Improper handling of this type of waste could have a possible negative impact on the environment and human

health due to potentially hazardous substances that are generally associated with EEE. At the same time, your cooperation in the correct disposal of this product will contribute to the effective usage of natural resources. For more information about where you can drop off your waste equipment for recycling, please contact your local city office, waste authority, approved WEEE scheme or your household waste disposal service. For more information regarding return and recycling of WEEE products, please visit www.canon-europe.com/weee.

Korisnici u Srbiji



Ovaj simbol označava da ovaj proizvod ne sme da se odlaže sa ostalim kućnim otpadom, u skladu sa WEEE Direktivom (2012/19/EU) i nacionalnim zakonima. Ovaj proizvod treba predati određenom centru za prikupljanje, npr. na osnovi "jedan-za-jedan" kada kupujete sličan novi proizvod, ili ovlašćenom centru za prikupljanje za reciklažu istrošene električne i elektronske opreme (EEE). Nepravilno rukovanje ovom vrstom otpada može da ima moguće negativne posledice po životnu sredinu i ljudsko zdravlje usled potencijalno opasnih materijala koji se uglavnom vezuju za EEE. U isto vreme, vaša saradnja na ispravnom odlaganju ovog proizvoda će doprineti efikasnom korišćenju prirodnih resursa. Za više informacija o tome gde možete da predate vašu staru opremu radi recikliranja, vas molimo, da kontaktirate lokalne gradske vlasti, komunalne službe, odobreni plan reciklaže ili Gradsku čistoću. Za više informacija o vraćanju i recikliranju WEEE proizvoda, posetite stranicu www.canon-europe.com/weee.

Environmental Information

Reducing your environmental impact while saving money

Power Consumption and Activation Time

The amount of electricity a device consumes depends on the way the device is used. This product is designed and set in a way to allow you to reduce your electricity costs. After the last print it switches to Ready Mode. In this mode it can print again immediately if required. If the product is not used for a time, the device switches to its Power Save Mode. The devices consume less power (Watt) in these modes. If you wish to set a longer Activation Time or would like to completely deactivate the Power Save Mode, please consider that this device may then only switch to a lower energy level after a longer period of time or not at all.

Canon does not recommend extending the Activation Times from the optimum ones set as default.

Paper types

This product can be used to print on both recycled and virgin paper (certified to an environmental stewardship scheme), which complies with EN12281 or a similar quality standard. In addition it can support printing on media down to a weight of 64g/m², lighter paper means less resources used and a lower environmental footprint for your printing needs.

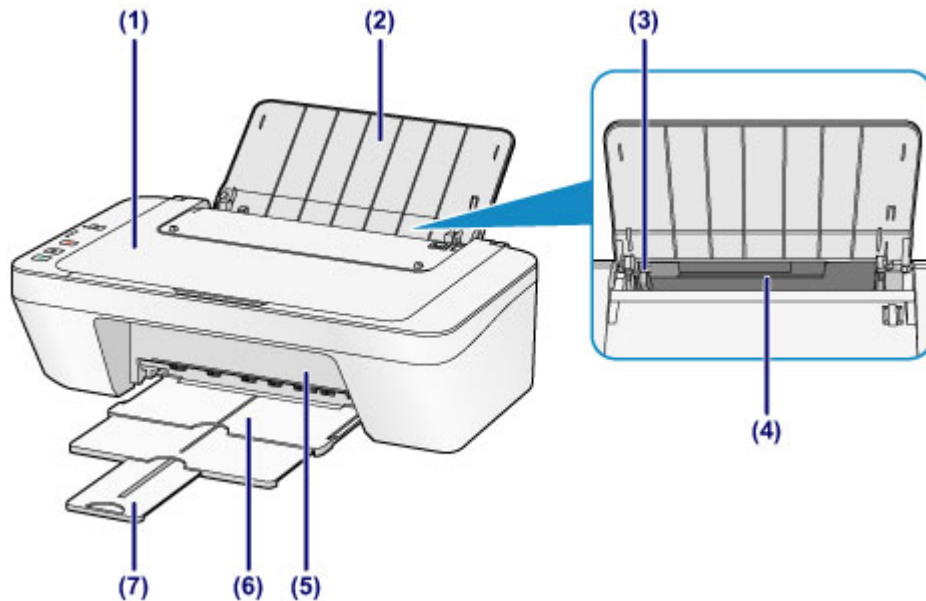
Main Components and Basic Operations

- Main Components
- About the Power Supply of the Machine

Main Components

- Front View
- Rear View
- Inside View
- Operation Panel

Front View



(1) document cover

Open to load an original on the platen glass.

(2) paper support

Open to load paper in the rear tray.

(3) paper guide

Slide to align with the left side of the paper stack.

(4) rear tray

Load various sizes or types of paper which you can use on the machine. Two or more sheets of the same size and type of paper can be loaded at the same time, and fed automatically one sheet at a time.

➔ [Loading Plain Paper / Photo Paper](#)

➔ [Loading Envelopes](#)

(5) cover

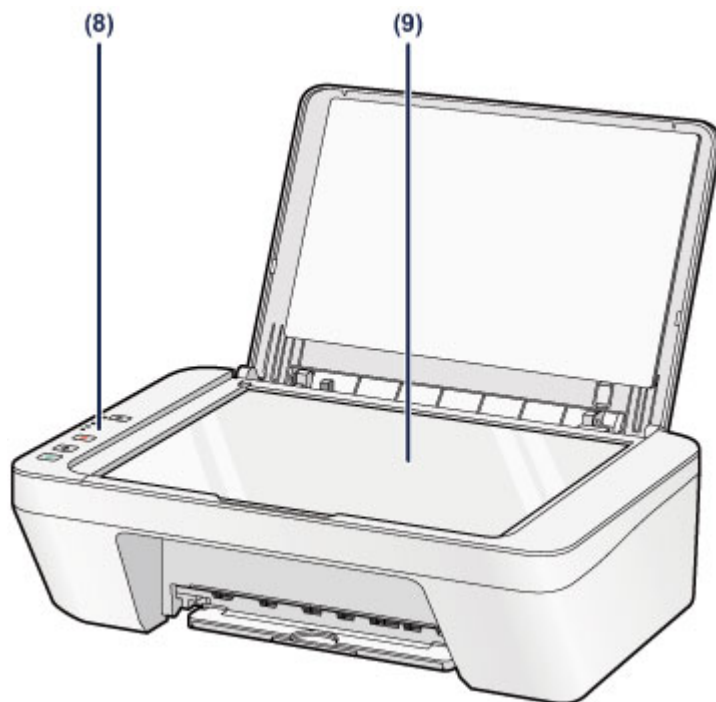
Open to replace the FINE cartridge or remove jammed paper inside the machine.

(6) paper output tray

Printed paper is ejected. Pull out it before printing.

(7) output tray extension

Extend to support ejected paper. Extend it when printing.



(8) operation panel

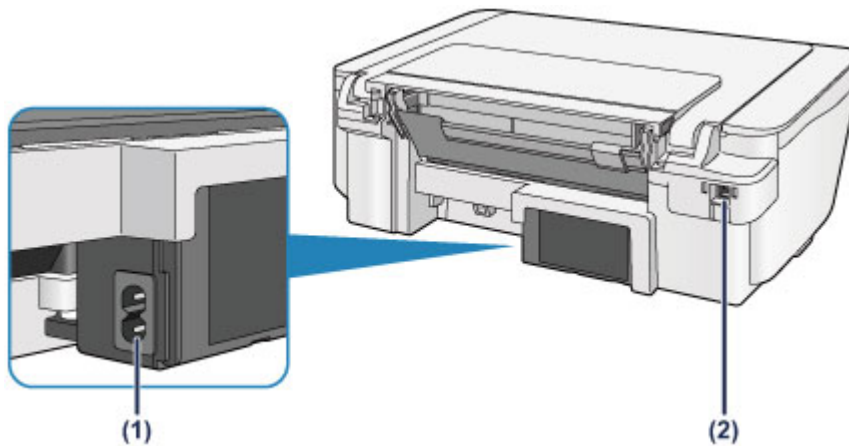
Use to change the settings of the machine or to operate it.

➡ [Operation Panel](#)

(9) platen glass

Load an original to copy or scan.

Rear View



(1) power cord connector

Plug in the supplied power cord.

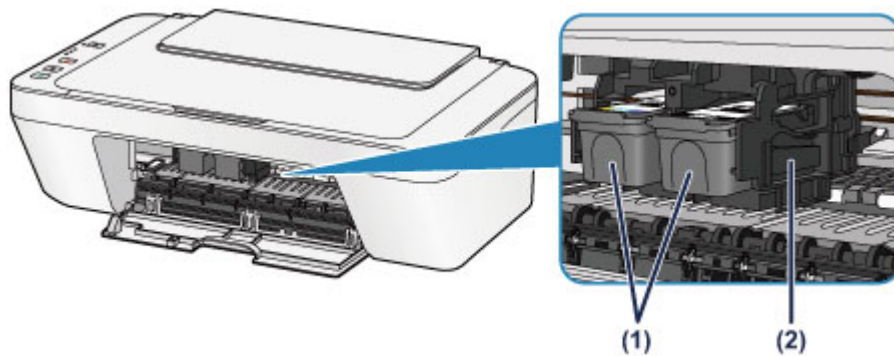
(2) USB port

Plug in the USB cable to connect the machine with a computer.

»» Important

- Do not touch the metal casing.
- Do not plug in or unplug the USB cable while the machine is printing or scanning originals with the computer.

Inside View



(1) FINE cartridge (ink cartridges)

A replaceable cartridge that integrates print head and ink tank.

(2) FINE cartridge holder

Install the FINE cartridge.

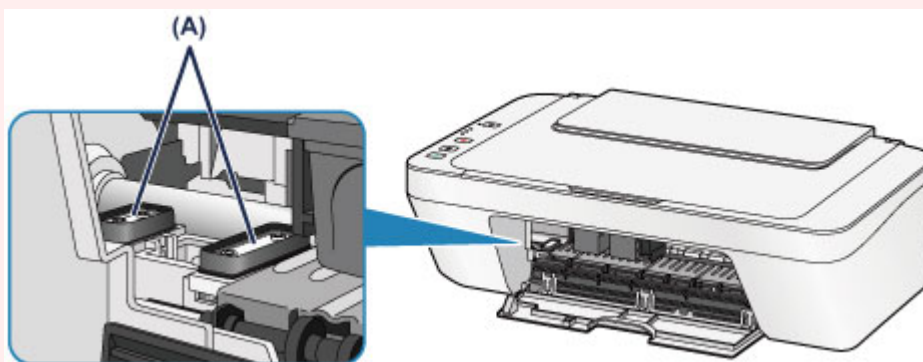
The color FINE cartridge should be installed into the left slot and the black FINE cartridge should be installed into the right slot.

►► Note

- For details on replacing a FINE cartridge, see [Replacing a FINE Cartridge](#).

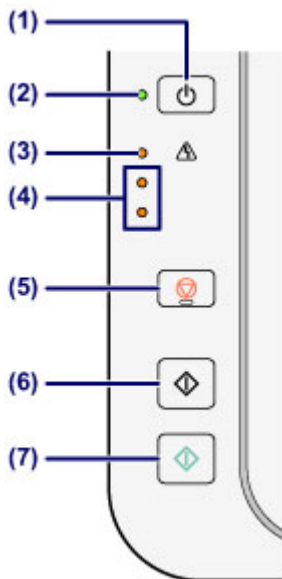
►► Important

- The area around the parts **(A)** may be splattered with ink. This does not affect the performance of the machine.
- Do not touch the parts **(A)**. The machine may not print properly if you touch them.



Operation Panel

* All lamps on the operation panel are shown lit in the illustration below for explanatory purposes.



(1) ON button

Turns the power on or off. Before turning on the power, make sure that the document cover is closed.

➔ [Turning the Machine On and Off](#)

(2) ON lamp

Lights green after flashing when the power is turned on.

➤➤➤ Note

ON and Alarm lamps

- You can check the status of the machine by the **ON** and **Alarm** lamps.
 - **ON** lamp is off: The power is off.
 - **ON** lamp lights green: The machine is ready to print.
 - **ON** lamp flashes green: The machine is getting ready to print, or printing is in progress.
 - **Alarm** lamp flashes orange: An error has occurred and the machine is not ready to print.
- ➔ "Support Code Corresponding to the Number of Flashes of the Alarm Lamp" in [If an Error Occurs](#)
- **ON** lamp flashes green and **Alarm** lamp flashes orange alternately: An error that requires contacting the service center may have occurred.
- ➔ "Support Code Corresponding to the Number of Alternate Flashes of the ON Lamp and the Alarm Lamp" in [If an Error Occurs](#)

(3) Alarm lamp

Lights or flashes orange when an error occurs, such as paper-out or ink-out. When performing machine maintenance or machine settings, options can be selected according to the number of flashes.

(4) ink lamps

Light or flash orange when ink runs out, etc.

The upper lamp indicates the black FINE cartridge status, the lower lamp the color FINE cartridge status.

(5) Stop button

Cancels operations. You can press this button to cancel a print, copy, or scan job in progress. Holding this button down lets you select maintenance options or machine settings.

(6) Black button*

Starts black & white copying. You can also press this button to finalize your selection for the setting item.

(7) Color button*

Starts color copying. You can also press this button to finalize your selection for the setting item.

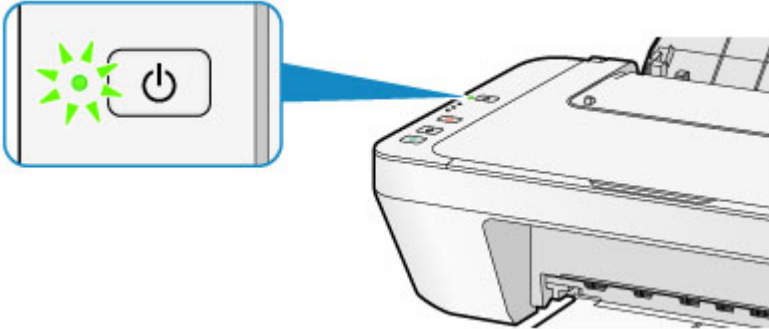
* In the software applications or manuals, the **Color** and **Black** buttons are collectively called the "Start" or "OK" button.

About the Power Supply of the Machine

- Confirming that the Power Is On
- Turning the Machine On and Off
- Notice for the Power Plug/Power Cord
- Notice for Unplugging the Power Cord

Confirming that the Power Is On

The **ON** lamp is lit green when the machine is turned on.



►► Note

- It may take a while for the machine to start printing immediately after you turn on the machine.

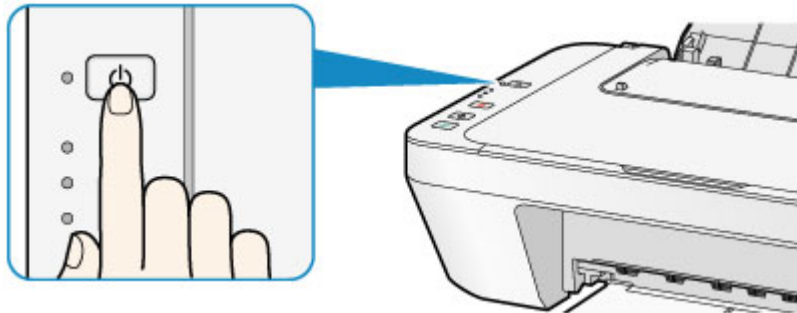
Turning the Machine On and Off

Turning on the machine

1. Press the **ON** button to turn on the machine.

The **ON** lamp flashes and then remains lit green.

➔ [Confirming that the Power Is On](#)



➤➤➤ Note

- It may take a while for the machine to start printing immediately after you turn on the machine.
- If the **Alarm** lamp lights up or flashes orange, see [If an Error Occurs](#).

Auto power on feature

- You can set the machine to automatically turn on when a print or scan operation is performed from a computer. This feature is set to off by default. For details on how to change the auto power on setting, see below.

From the machine

➔ [Turning on/off the Machine Automatically](#)

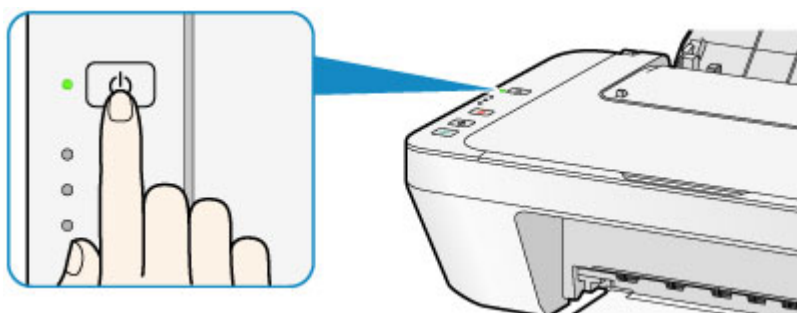
From the computer

➔ [Managing the Machine Power](#)

Turning off the machine

1. Press the **ON** button to turn off the machine.

When the **ON** lamp stops flashing, the machine is turned off.



▶▶▶ Important

- When you unplug the power cord after turning off the machine, be sure to confirm that the **ON** lamp is off.
➔ [Notice for Unplugging the Power Cord](#)

▶▶▶ Note

Auto power off feature

- You can set the machine to automatically turn off when no operations are performed or no print jobs are sent to the machine for a certain interval. This is the default setting.

For details on how to change the auto power off setting, see below.

From the machine

➔ [Turning on/off the Machine Automatically](#)

From the computer

➔ [Managing the Machine Power](#)

Notice for the Power Plug/Power Cord

Unplug the power cord once a month to confirm that the power plug/power cord does not have anything unusual described below.

- The power plug/power cord is hot.
- The power plug/power cord is rusty.
- The power plug/power cord is bent.
- The power plug/power cord is worn.
- The power plug/power cord is split.

Caution

- If you find anything unusual with the power plug/power cord described above, unplug the power cord and call for service. Using the machine with one of the unusual conditions above may cause a fire or an electric shock.

➔ [Notice for Unplugging the Power Cord](#)

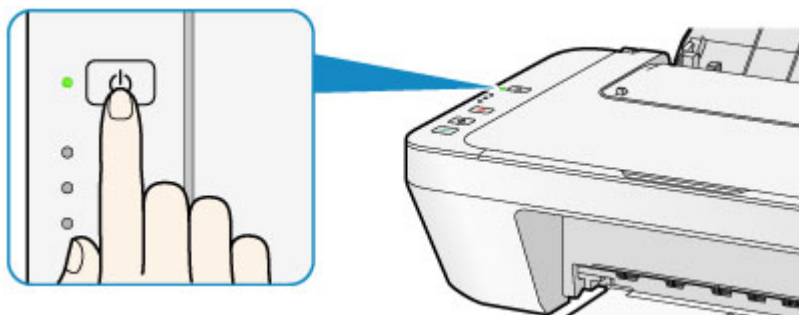
Notice for Unplugging the Power Cord

To unplug the power cord, follow the procedure below.

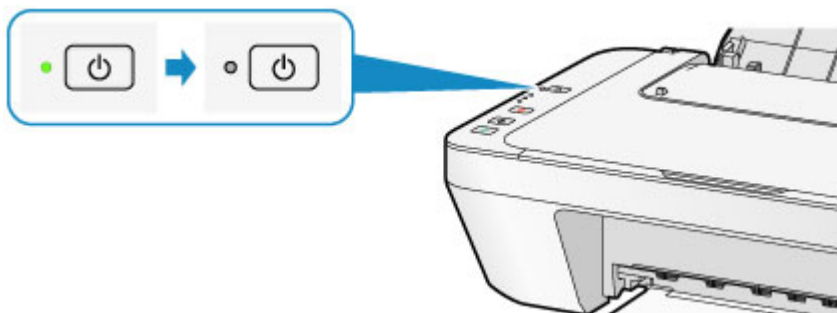
►► Important

- When you unplug the power cord, press the **ON** button, then confirm that the **ON** lamp is off. Unplugging the power cord while the **ON** lamp is lit or flashing may cause drying or clogging of the print head and print quality may be reduced.

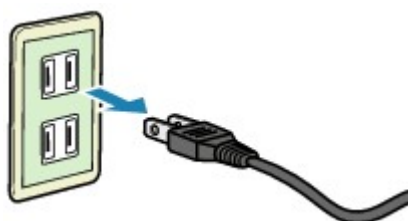
1. Press the **ON** button to turn the machine off.



2. Confirm that the **ON** lamp is off.



3. Unplug the power cord.



The specification of the power cord differs depending on the country or region of use.

Loading Paper / Originals

- Loading Paper
- Loading Originals

Loading Paper

- Loading Plain Paper / Photo Paper
- Loading Envelopes
- Media Types You Can Use
- Media Types You Cannot Use
- Printing Area

Loading Plain Paper / Photo Paper

You can load plain paper or photo paper.

►► Important

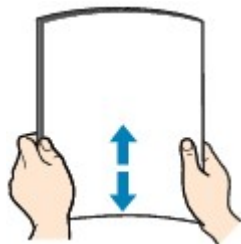
- If you cut plain paper into small size such as 4" x 6" (10 x 15 cm) or 5" x 7" (13 x 18 cm) to perform trial print, it can cause paper jams.

►► Note

- We recommend Canon genuine photo paper for printing photos.
For details on the Canon genuine paper, see [Media Types You Can Use](#).
- You can use general copy paper.
For the page size and paper weight you can use for this machine, see [Media Types You Can Use](#).

1. Prepare paper.

Align the edges of paper. If paper is curled, flatten it.



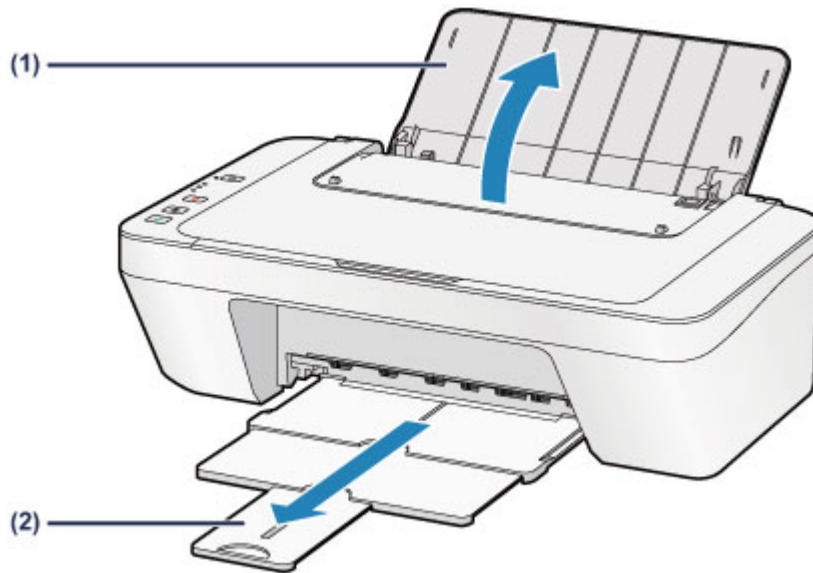
►► Note

- Align the edges of paper neatly before loading. Loading paper without aligning the edges may cause paper jams.
- If paper is curled, hold the curled corners and gently bend them in the opposite direction until the paper becomes completely flat.
For details on how to flatten curled paper, see "Load the paper after correcting its curl." in [Paper Is Smudged/Printed Surface Is Scratched](#).

2. Load paper.

(1) Open the paper support.

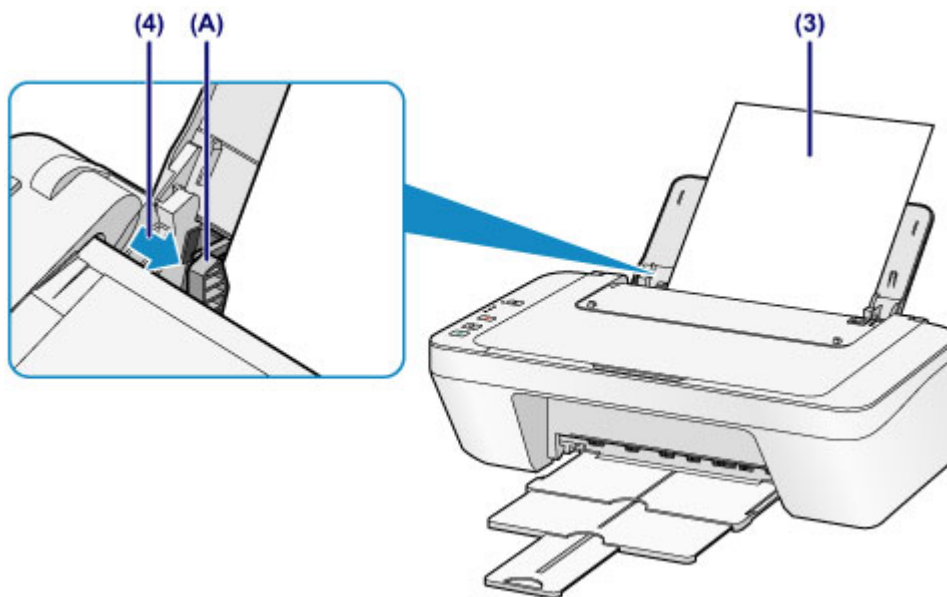
(2) Pull out the paper output tray and the output tray extension.



(3) Slide the paper guide (A) to the left, and load the paper against the far right of the rear tray WITH THE PRINT SIDE FACING YOU.

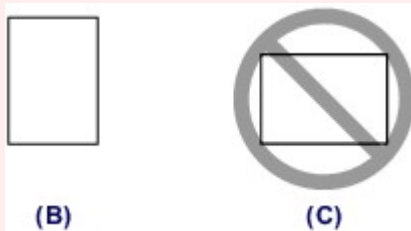
(4) Slide the paper guide (A) to align it with the paper stack.

Do not slide the paper guide too hard against the paper. The paper may not be fed properly.



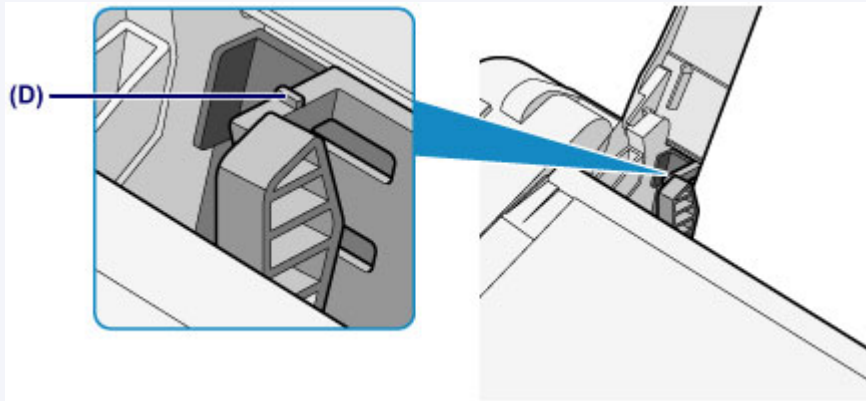
»» Important

- Always load paper in the portrait orientation (B). Loading paper in the landscape orientation (C) can cause paper jams.



»» Note

- Do not load sheets of paper higher than the load limit mark (D).



»» Note

- The machine may make operating noise when feeding paper.

After loading paper

- Select the size and type of the loaded paper on the print settings screen of the printer driver.

Loading Envelopes

You can load Envelope DL and Envelope Com 10.

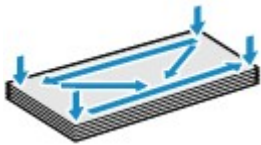
The address is automatically rotated and printed according to the envelope's direction by specifying with the printer driver properly.

»» Important

- Printing of envelopes from the operation panel is not supported.
- Do not use the following envelopes. They could jam in the machine or cause the machine to malfunction.
 - Envelopes with an embossed or treated surface
 - Envelopes with a double flap
 - Envelopes whose gummed flaps are already moistened and adhesive

1. Prepare envelopes.

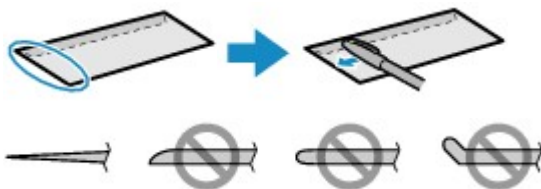
- Press down on all four corners and edges of the envelopes to flatten them.



- If the envelopes are curled, hold the opposite corners and gently twist them in the opposite direction.



- If the corner of the envelope flap is folded, flatten it.
- Use a pen to press the leading edge in the inserting direction flat and sharpen the crease.



The figures above show a side view of the leading edge of the envelope.

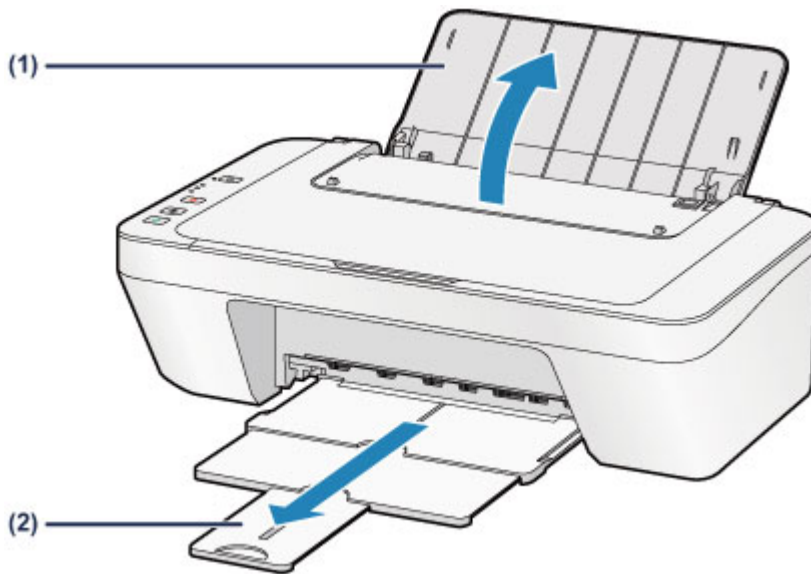
»» Important

- The envelopes may jam in the machine if they are not flat or the edges are not aligned. Make sure that no curl or puff exceeds 0.1 inches (3 mm).

2. Load envelopes.

(1) Open the paper support.

(2) Pull out the paper output tray and the output tray extension.



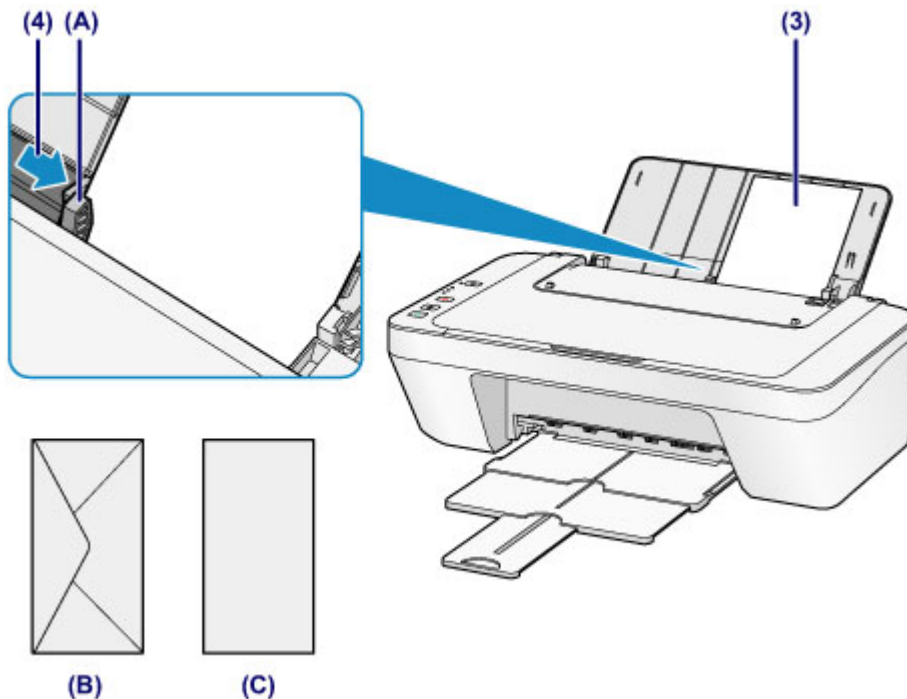
(3) Slide the paper guide (A) to the left, and load the envelopes against the far right of the rear tray WITH THE PRINT SIDE FACING YOU.

The folded flap of the envelope will be faced up on the left side.

Up to 5 envelopes can be loaded at once.

(4) Slide the paper guide (A) to align it with the envelopes.

Do not slide the paper guide too hard against the envelopes. The envelopes may not be fed properly.



(B) Rear side

(C) Address side

»» Note

- Do not load sheets of paper higher than the load limit mark.

»» Note

- The machine may make operating noise when feeding paper.

After loading envelopes

- Select the size and type of the loaded envelopes on the print settings screen of the printer driver.

Media Types You Can Use

Use plain paper for printing texts or photo paper for printing photos, for the best print results. We recommend the use of Canon genuine paper for printing your important photos.

Media Types

Commercially available papers

- Plain Paper (including recycled paper)*1
- Envelopes

Canon genuine papers

The Model Number of Canon genuine paper is shown in brackets. Refer to the instruction manual supplied with the paper for detailed information on the printable side and notes on handling paper. For information on the page sizes available for each Canon genuine paper, access our website.

▶▶ Note

- You may not be able to purchase some Canon genuine papers depending on the country or region of purchase. Paper is not sold in the US by Model Number. Purchase paper by name.

Paper for printing photos:

- Glossy Photo Paper "Everyday Use" <GP-501/GP-601>
- Photo Paper Glossy <GP-601>
- Photo Paper Plus Glossy II <PP-201>

*1 100% recycled paper can be used.

➔ [Paper Load Limit](#)

➔ [Setting the Media Type with the Printer Driver](#)

Page Sizes

You can use the following page sizes.

Standard sizes:

- Letter
- A5
- B5
- 5" x 7" (13 x 18 cm)
- Envelope Com 10
- Legal
- A4
- 4" x 6" (10 x 15 cm)
- Envelope DL

Non-standard sizes:

You can print on non-standard size paper within the following ranges.

- Minimum size: 4.00 x 6.00 inches (101.6 x 152.4 mm)
- Maximum size: 8.50 x 26.61 inches (215.9 x 676.0 mm)

Paper Weight

You can use paper in the following weight range.

- 17 to 28 lb (64 to 105 g /m²) (except for Canon genuine paper)

Do not use heavier or lighter paper (except for Canon genuine paper), as it could jam in the machine.

Notes on Storing Paper

- Take out only the necessary number of paper from the package, just before printing.
- To avoid curling, when you do not print, put unused paper back into the package and keep it on a level surface. And also, store it avoiding heat, humidity, and direct sunlight.

Paper Load Limit

Commercially Available Papers

Media Name	Rear Tray	Paper Output Tray
Plain Paper (including recycled paper)	Approx. 60 sheets (10 sheets: Legal)	Approx. 10 sheets
Envelopes	5 envelopes	*1

Canon Genuine Papers

►► Note

- We recommend that you remove the previously printed sheet from the paper output tray before continuously printing to avoid blurs and discoloration.

Paper for printing photos:

Media Name <Model No.>	Rear Tray
Glossy Photo Paper "Everyday Use" <GP-501/ GP-601> *2	20 sheets: 4" x 6" (10 x 15 cm)
Photo Paper Glossy <GP-601> *2	20 sheets: 4" x 6" (10 x 15 cm)
Photo Paper Plus Glossy II <PP-201> *2	10 sheets: 5" x 7" (13 x 18 cm) 20 sheets: 4" x 6" (10 x 15 cm)

*1 We recommend that you remove the previously printed envelope from the paper output tray before continuously printing to avoid blurs and discoloration.

*2 When loading paper in stacks, the print side may become marked as it is fed or paper may not feed properly. In this case, load one sheet at a time.

Media Types You Cannot Use

Do not use the following types of paper. Using such paper will cause not only unsatisfactory results, but also the machine to jam or malfunction.


- Folded, curled, or wrinkled paper
- Damp paper
- Paper that is too thin (weighing less than 17 lb (64 g /m²))
- Paper that is too thick (weighing more than 28 lb (105 g /m²), except for Canon genuine paper)
- Paper thinner than a postcard, including plain paper or notepad paper cut to a small size (when printing on paper smaller than A5)
- Picture postcards
- Postcards
- Envelopes with a double flap
- Envelopes with an embossed or treated surface
- Envelopes whose gummed flaps are already moistened and adhesive
- Any type of paper with holes
- Paper that is not rectangular
- Paper bound with staples or glue
- Paper with adhesives
- Paper decorated with glitter, etc.


Printing Area

- Printing Area
- Other Sizes than Letter, Legal, Envelopes
- Letter, Legal
- Envelopes

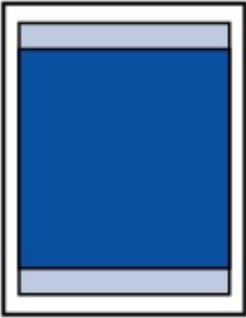
Printing Area

To ensure the best print quality, the machine allows a margin along each edge of media. The actual printable area will be the area inside these margins.

Recommended printing area  : Canon recommends that you print within this area.

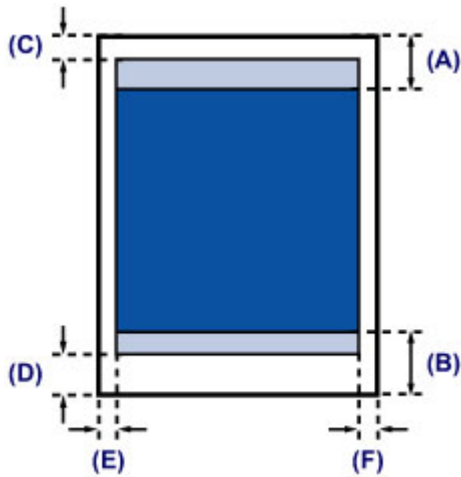
Printable area  : The area where it is possible to print.

However, printing in this area can affect the print quality or the paper feed precision.



Other Sizes than Letter, Legal, Envelopes

Size	Printable Area (width x height)
A5	5.56 x 7.49 inches (141.2 x 190.3 mm)
A4	8.00 x 10.92 inches (203.2 x 277.3 mm)
B5	6.90 x 9.34 inches (175.2 x 237.3 mm)
4" x 6" (10 x 15 cm)	3.73 x 5.22 inches (94.8 x 132.7 mm)
5" x 7" (13 x 18 cm)	4.73 x 6.22 inches (120.2 x 158.1 mm)



Recommended printing area

(A) 1.24 inches (31.6 mm)

(B) 1.15 inches (29.2 mm)

Printable area

(C) 0.12 inches (3.0 mm)

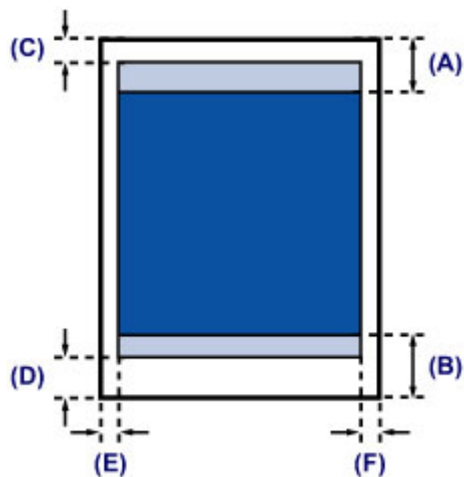
(D) 0.66 inches (16.7 mm)

(E) 0.13 inches (3.4 mm)

(F) 0.13 inches (3.4 mm)

Letter, Legal

Size	Printable Area (width x height)
Letter	8.00 x 10.22 inches (203.2 x 259.7 mm)
Legal	8.00 x 13.22 inches (203.2 x 335.9 mm)



■ Recommended printing area

(A) 1.24 inches (31.6 mm)

(B) 1.15 inches (29.2 mm)

□ Printable area

(C) 0.12 inches (3.0 mm)

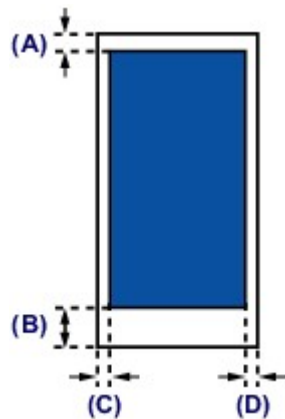
(D) 0.66 inches (16.7 mm)

(E) 0.25 inches (6.4 mm)

(F) 0.25 inches (6.3 mm)

Envelopes

Size	Recommended Printing Area (width x height)
Envelope DL	3.88 x 7.06 inches (98.8 x 179.5 mm)
Envelope Com 10	3.68 x 7.90 inches (93.5 x 200.8 mm)



■ Recommended printing area

(A) 0.31 inches (8.0 mm)

(B) 1.28 inches (32.5 mm)

(C) 0.22 inches (5.6 mm)

(D) 0.22 inches (5.6 mm)

Loading Originals

- Loading Originals on the Platen Glass
- Originals You Can Load

Loading Originals on the Platen Glass

You can load originals to copy or scan on the platen glass.

1. Load an original on the platen glass.

(1) Open the document cover.

»» Important

- Do not place any object on the document cover. It will fall into the rear tray when the document cover is opened and cause the machine to malfunction.

(2) Load the original WITH THE SIDE TO SCAN FACING DOWN on the platen glass.

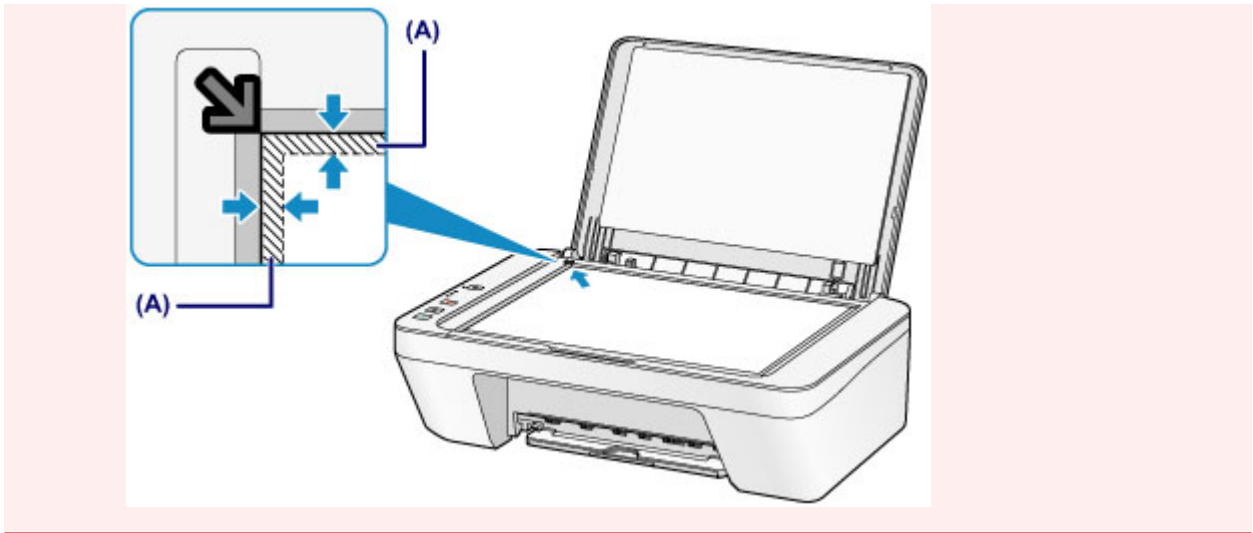
➔ Originals You Can Load

Align the corner of the original with the alignment mark .

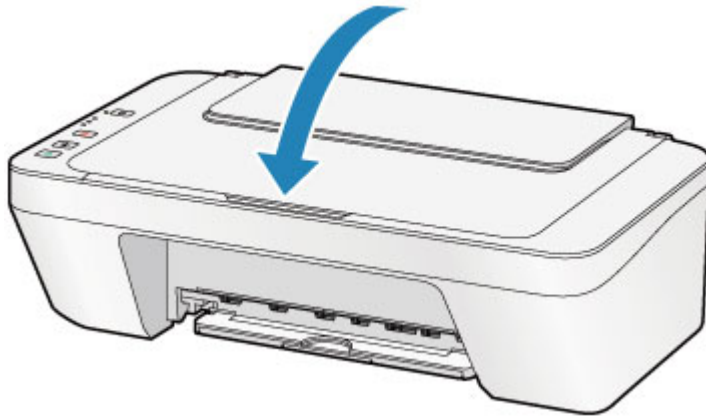


»» Important

- Be sure to observe the following when loading the original on the platen glass.
 - Do not place any objects weighing 4.4 lb (2.0 kg) or more on the platen glass.
 - Do not put any pressure of 4.4 lb (2.0 kg) or more on the platen glass, such as pressing down the original.Failure to observe the above may cause the scanner to malfunction or the platen glass to break.
- The machine cannot scan the shaded area **(A)** (0.04 inches (1 mm) from the edges of the platen glass).



2. Close the document cover gently.



»» Important

- After loading the original on the platen glass, be sure to close the document cover before starting to copy or scan.

Originals You Can Load

The originals you can load on the platen glass are as follows.

Item	Details
Types of originals	- Text document, magazine, or newspaper - Printed photo, postcard, business card, or disc (BD/DVD/CD, etc.)
Size (width x height)	Max. 8.5 x 11.7 inches (216 x 297 mm)

Replacing a FINE Cartridge

- [Replacing a FINE Cartridge](#)
- [Checking the Ink Status](#)

Replacing a FINE Cartridge

When remaining ink cautions or errors occur, the ink lamps and the **Alarm** lamp will flash orange to inform you of the error. Count the number of flashes and take appropriate action.

➔ [If an Error Occurs](#)

Replacing Procedure

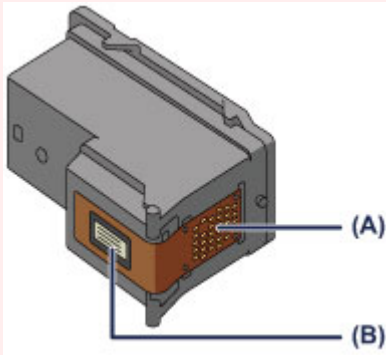
When you need to replace a FINE cartridge, follow the procedure below.

➔ Watch the movie

➤➤➤ Important

Handling FINE cartridge

- Do not touch the electrical contacts **(A)** or print head nozzle **(B)** on a FINE cartridge. The machine may not print properly if you touch them.



- If you remove a FINE cartridge, replace it immediately. Do not leave the machine with the FINE cartridge removed.
- Use a new FINE cartridge for replacement. Installing a used FINE cartridge may cause the nozzles to clog. Furthermore, with such a FINE cartridge, the machine will not be able to inform you when to replace the FINE cartridge properly.
- Once a FINE cartridge has been installed, do not remove it from the machine and leave it out in the open. This will cause the FINE cartridge to dry out, and the machine may not operate properly when it is reinstalled. To maintain optimal printing quality, use a FINE cartridge within six months of first use.

➤➤➤ Note

- If a FINE cartridge runs out of ink, you can print with either color or black FINE cartridge, in whichever ink remains, only for a while. However the print quality may be reduced compared to when printing with both cartridges. We recommend to use a new FINE cartridge in order to obtain optimum qualities. Even when printing with one ink only, print with leaving the empty FINE cartridge installed. If either of the color FINE cartridge or black FINE cartridge is not installed, an error occurs and the machine cannot print.

For information on how to configure this setting, see [Setting the Ink Cartridge to be Used](#).

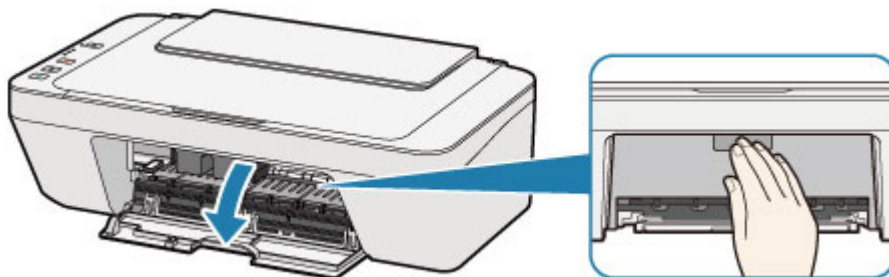
- Color ink may be consumed even when printing a black-and-white document or when black-and-white printing is specified.

Both color ink and black ink are also consumed in the standard cleaning and deep cleaning of the print head, which may be necessary to maintain the performance of the machine. When ink runs out, replace the FINE cartridge immediately with a new one.

➔ [Useful Information about Ink](#)

1. Make sure that the power is turned on.
2. Retract the paper output tray and the output tray extension.
3. Open the cover.

The FINE cartridge holder moves to the replacement position.



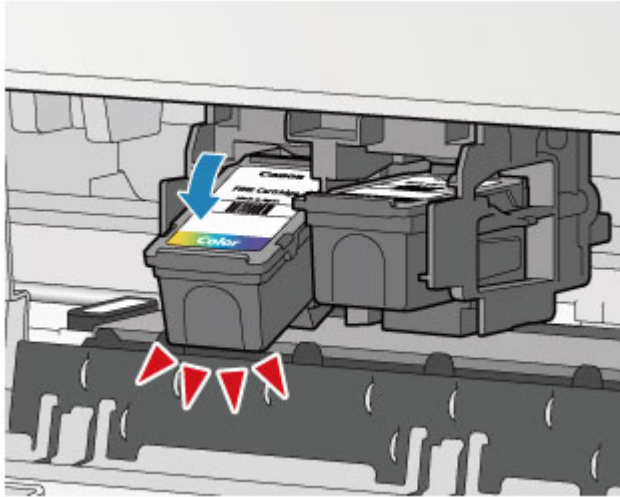
⚠ Caution

- Do not hold the FINE cartridge holder to stop or move it forcibly. Do not touch the FINE cartridge holder until it stops completely.

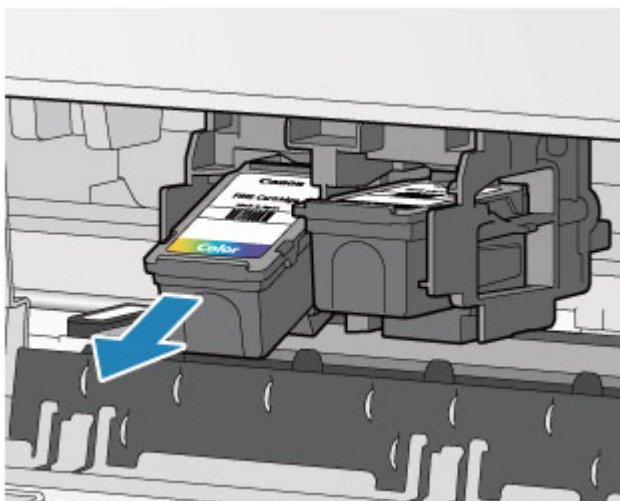
➤➤ Important

- The inside of the machine may be stained with ink. Be careful not to stain your hands or clothing when replacing the FINE cartridge. You can easily wipe off the ink from the inside of the machine with tissue paper or the like.
- Do not touch the metallic parts or other parts inside the machine.
- If the cover is left open for more than 10 minutes, the FINE cartridge holder may move and the **Alarm** lamp light. In this case, close the cover, then open it again.

4. Remove the empty FINE cartridge.
 - (1) Push down the FINE cartridge until it clicks.



(2) Remove the FINE cartridge.

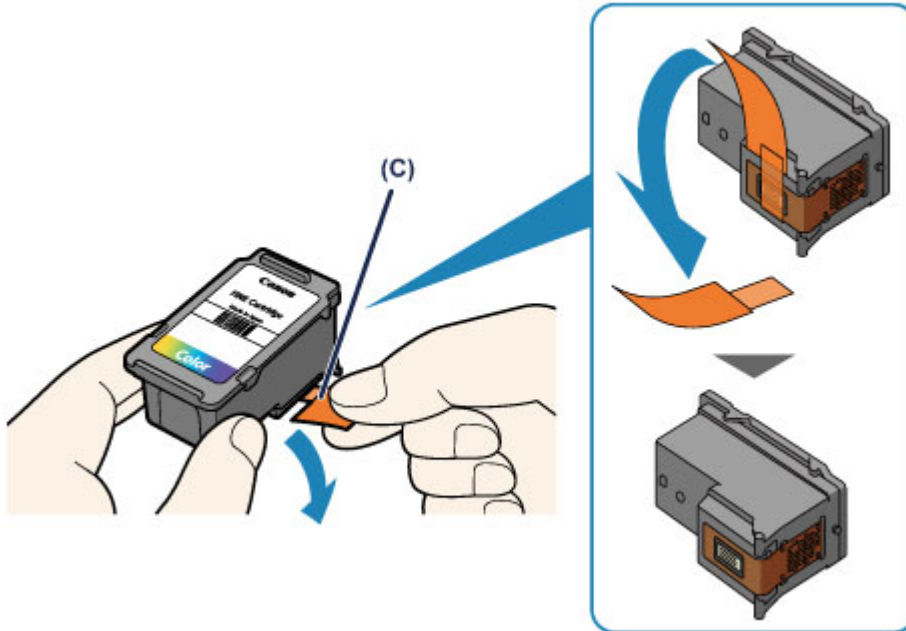


»» Important

- Handle the FINE cartridge carefully to avoid staining of clothing or the surrounding area.
- Discard the empty FINE cartridge according to the local laws and regulations regarding disposal of consumables.

5. Prepare a new FINE cartridge.

(1) Take a new FINE cartridge out of its package and remove the protective tape **(C)** gently.



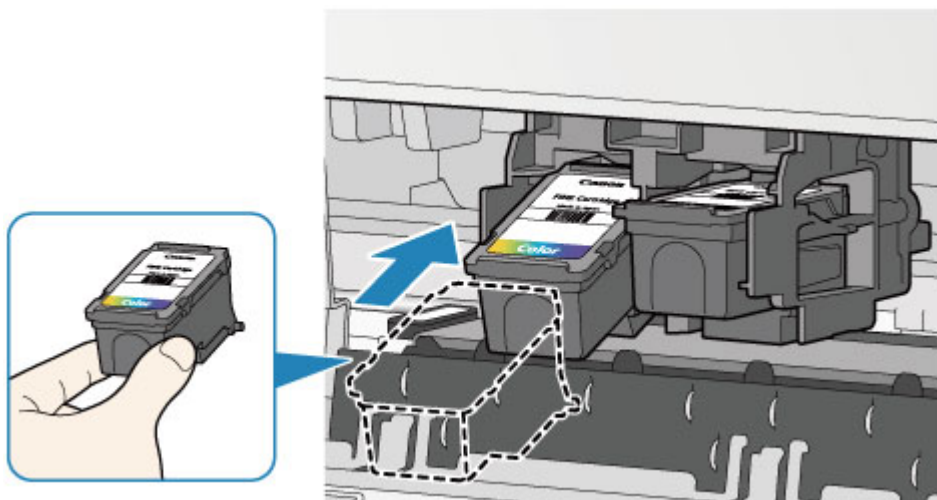
»» Important

- If you shake a FINE cartridge, ink may spill out and stain your hands and the surrounding area. Handle a FINE cartridge carefully.
- Be careful not to stain your hands and the surrounding area with ink on the removed protective tape.
- Do not reattach the protective tape once you have removed it. Discard it according to the local laws and regulations regarding disposal of consumables.
- Do not touch the electrical contacts or print head nozzle on a FINE cartridge. The machine may not print properly if you touch them.

6. Install the FINE cartridge.

(1) Insert the new FINE cartridge at a slant into the FINE cartridge holder.

The color FINE cartridge should be installed into the left slot and the black FINE cartridge should be installed into the right slot.

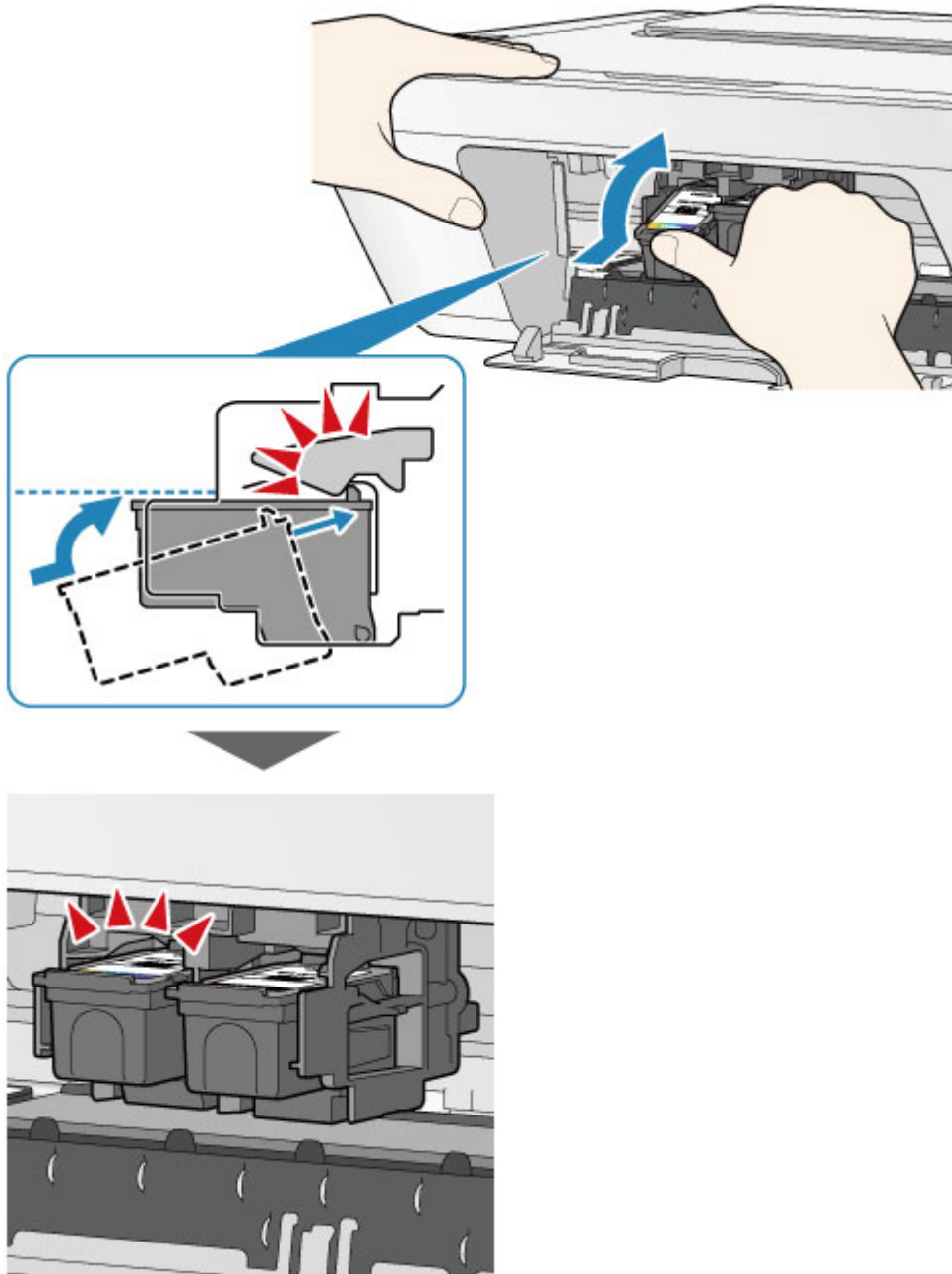


»» Important

- Insert the FINE cartridge gently so that it does not hit the electrical contacts on the FINE cartridge holder.



(2) Push the FINE cartridge in and up firmly until it snaps into place.



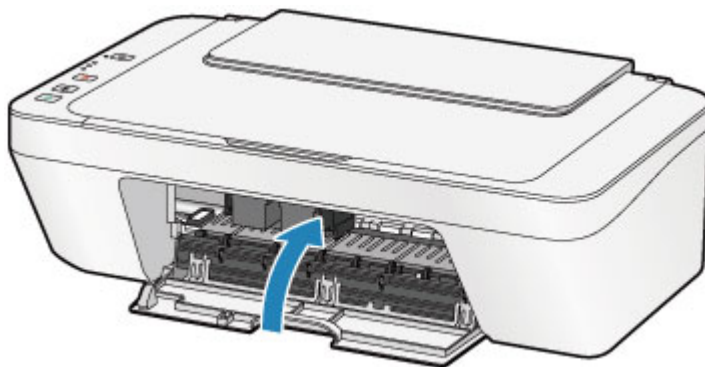
►► Important

- Check if the FINE cartridge is installed correctly.



- The machine cannot print unless both the color FINE cartridge and black FINE cartridge are installed. Be sure to install both cartridges.

7. Close the cover.



►► Note

- If the **Alarm** lamp lights or flashes orange after the cover is closed, take appropriate action.
 - ➔ [If an Error Occurs](#)
- The machine may make noise during operation.

8. Adjust the print head position.

After replacing the FINE cartridge, perform the print head alignment.

➔ [Aligning the Print Head](#).

►► Note

- When print head alignment is performed, the machine starts cleaning the print head automatically before printing the print head alignment sheet. Do not perform any other operations until the machine completes the cleaning of the print head.

Checking the Ink Status

- [Checking the Ink Status with the Ink Lamps on the Operation Panel](#)

You can also check the ink status on the computer screen.

- [Checking the Ink Status from Your Computer](#)

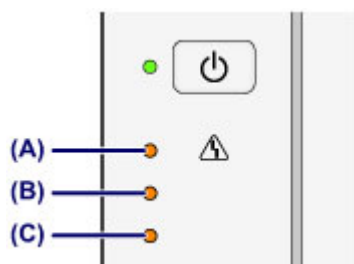
Checking the Ink Status with the Ink Lamps on the Operation Panel

►► Note

- The ink level detector is mounted on the machine to detect the remaining ink level. The machine considers as ink is full when a new FINE cartridge is installed, and then starts to detect a remaining ink level. If you install a used FINE cartridge, the indicated ink level of it may not be correct. In such case, refer to the ink level information only as a guide.
- When remaining ink cautions or errors occur, the ink lamps and the **Alarm** lamp will flash orange to inform you of the error. Count the number of flashes and take appropriate action.
➔ [If an Error Occurs](#)

In the copy standby mode, you can check the ink status with the **Color Ink** lamp and **Black Ink** lamp.

* All the lamps on the operation panel are shown lit in the illustration below for explanatory purposes.



- (A) **Alarm** lamp
- (B) **Black Ink** lamp
- (C) **Color Ink** lamp

Color Ink lamp or Black Ink lamp lights

The ink is running low. Prepare a new ink cartridge.

Color Ink lamp or Black Ink lamp flashes, while Alarm lamp flashes

An error has occurred.

➔ [If an Error Occurs](#)

* For some types of errors, the **Alarm** lamp may not flash.

►► Note

- You can also check the ink status on the computer screen.

Maintenance

- ➔ [When Printing Becomes Faint or Colors Are Incorrect](#)
- ➔ [Performing Maintenance from a Computer](#)
- ➔ [Cleaning the Machine](#)

When Printing Becomes Faint or Colors Are Incorrect

- Maintenance Procedure
- Printing the Nozzle Check Pattern
- Examining the Nozzle Check Pattern
- Cleaning the Print Head
- Cleaning the Print Head Deeply
- Aligning the Print Head

Maintenance Procedure

If print results are blurred or colors are not printed correctly, the print head nozzle (FINE cartridge) is probably clogged. Follow the procedure below to print the nozzle check pattern, check the print head nozzle condition, then clean the print head.

If printed ruled lines are misaligned or print results are otherwise unsatisfactory, aligning the print head may improve print quality.

►► Important

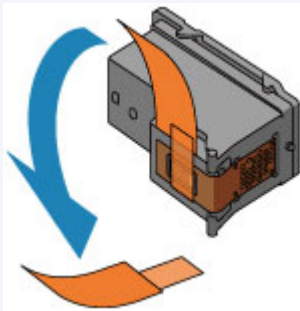
- Do not rinse or wipe the FINE cartridge. This can cause trouble with the FINE cartridge.

►► Note

Before performing maintenance

- Check if ink remains in the FINE cartridge.
 - ➔ [Checking the Ink Status with the Ink Lamps on the Operation Panel](#)
- Check if the FINE cartridge is installed correctly.
 - ➔ [Replacing Procedure](#)

Also check if the protective tape on the bottom of the FINE cartridge is removed.



- If the **Alarm** lamp lights or flashes orange, see [If an Error Occurs](#).
- Increasing the print quality in the printer driver settings may improve the print result.
 - ➔ [Changing the Print Quality and Correcting Image Data](#)

When the Print Results Are Blurred or Uneven:

Step 1

Print the nozzle check pattern.

From the machine

➔ [Printing the Nozzle Check Pattern](#)

From the computer

➔ [Use Your Computer to Print a Nozzle Check Pattern](#)

Examine the nozzle check pattern.

➔ [Examining the Nozzle Check Pattern](#)

If there are missing lines or horizontal white streaks in the pattern:



Step 2

Clean the print head.

From the machine

➔ [Cleaning the Print Head](#)

From the computer

➔ [Cleaning the Print Heads from Your Computer](#)

If the problem is not resolved after cleaning the print head twice:



Step 3

Clean the print head deeply.

From the machine

➔ [Cleaning the Print Head Deeply](#)

From the computer

➔ [Cleaning the Print Heads from Your Computer](#)

If the problem is not resolved, turn off the power and clean the print head deeply again after 24 hours.

If the problem is still not resolved:



After cleaning the print head, print and examine the nozzle check pattern.

Step 4

Replace a FINE cartridge.

➔ [Replacing a FINE Cartridge](#)

➤➤➤ Note

- If the problem is still not resolved after replacing the FINE cartridge, contact the service center.

When the Print Results Are Not Even such as the Ruled Lines Are Misaligned:

Align the print head.

From the machine

➔ [Aligning the Print Head](#)

From the computer

➔ [Aligning the Print Head Position Automatically from Your Computer](#)

Printing the Nozzle Check Pattern

Print the nozzle check pattern to determine whether the ink ejects properly from the print head nozzle.

➔ Watch the movie

➤➤➤ Note

- If the remaining ink level is low, the nozzle check pattern will not be printed correctly. Replace the FINE cartridge whose ink is low.
➔ [Replacing a FINE Cartridge](#)

You need to prepare: a sheet of A4 or Letter-sized plain paper

1. Make sure that the power is turned on.
2. Load a sheet of A4 or Letter-sized plain paper in the rear tray.
3. Pull out the paper output tray and the output tray extension.
4. Hold down the **Stop** button until the **Alarm** lamp flashes orange once, then release it immediately.

The nozzle check pattern will be printed.

Do not perform any other operations until the machine completes the printing of the nozzle check pattern.

5. Examine the nozzle check pattern.

➔ [Examining the Nozzle Check Pattern](#)

Examining the Nozzle Check Pattern

Examine the nozzle check pattern, and clean the print head if necessary.

1. Check if there are missing lines in the pattern **(A)** or horizontal white streaks in the pattern **(B)**.



(C) Number of sheets printed so far

If there are missing lines in the pattern (A):

Cleaning the print head is required.

➔ [Cleaning the Print Head](#)



(D) Good

(E) Bad (lines are missing)

If there are horizontal white streaks in the pattern (B):

Cleaning the print head is required.

➔ [Cleaning the Print Head](#)



(F) Good

(G) Bad (horizontal white streaks are present)

➤➤ Note

- The total number of sheets printed so far is shown in increments of 50 sheets on the printout of the nozzle check pattern.

Cleaning the Print Head

Clean the print head if lines are missing or if horizontal white streaks are present in the printed nozzle check pattern. Cleaning unclogs the nozzles and restores the print head condition. Cleaning the print head consumes ink, so clean the print head only when necessary.

1. Make sure that the power is turned on.
2. Hold down the **Stop** button until the **Alarm** lamp flashes orange twice, then release it immediately.

The machine starts cleaning the print head.

The cleaning will be complete when the **ON** lamp lights green after flashing.

Do not perform any other operations until the machine completes the cleaning of the print head. This takes about 30 seconds.

3. Check the print head condition.

To check the print head condition, print the nozzle check pattern.

➔ [Printing the Nozzle Check Pattern](#)

▶▶▶ Note

- If the problem is not resolved after cleaning the print head twice, clean the print head deeply.

➔ [Cleaning the Print Head Deeply](#)

Cleaning the Print Head Deeply

If print quality does not improve by the standard cleaning of the print head, clean the print head deeply. Cleaning the print head deeply consumes more ink than the standard cleaning of the print head, so clean the print head deeply only when necessary.

1. Make sure that the power is turned on.
2. Hold down the **Stop** button until the **Alarm** lamp flashes orange three times, then release it immediately.

The machine starts cleaning the print head deeply.

The cleaning will be complete when the **ON** lamp lights green after flashing.

Do not perform any other operations until the machine completes the deep cleaning of the print head. This takes about 1 minute.

3. Check the print head condition.

To check the print head condition, print the nozzle check pattern.

➡ [Printing the Nozzle Check Pattern](#)

If the problem is not resolved, turn off the power and clean the print head deeply again after 24 hours.

If the problem is still not resolved, replace the FINE cartridge with a new one.

➡ [Replacing a FINE Cartridge](#)

If the problem is still not resolved after replacing the FINE cartridge, contact the service center.

Aligning the Print Head

If printed ruled lines are misaligned or print results are otherwise unsatisfactory, adjust the print head position.

»» Note

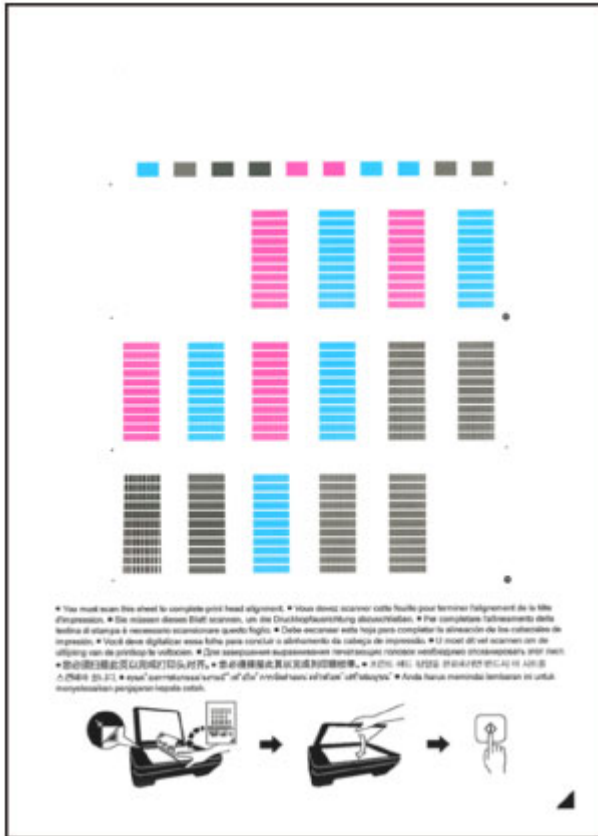
- If the remaining ink level is low, the print head alignment sheet will not be printed correctly. Replace the FINE cartridge whose ink is low.
➔ [Replacing a FINE Cartridge](#)

You need to prepare: a sheet of A4 or Letter-sized plain paper (including recycled paper)*

* Be sure to use paper that is white and clean on both sides.

1. Make sure that the power is turned on.
2. Load a sheet of A4 or Letter-sized plain paper in the rear tray.
3. Pull out the paper output tray and the output tray extension.
4. Hold down the **Stop** button until the **Alarm** lamp flashes orange four times, then release it immediately.

The print head alignment sheet will be printed.





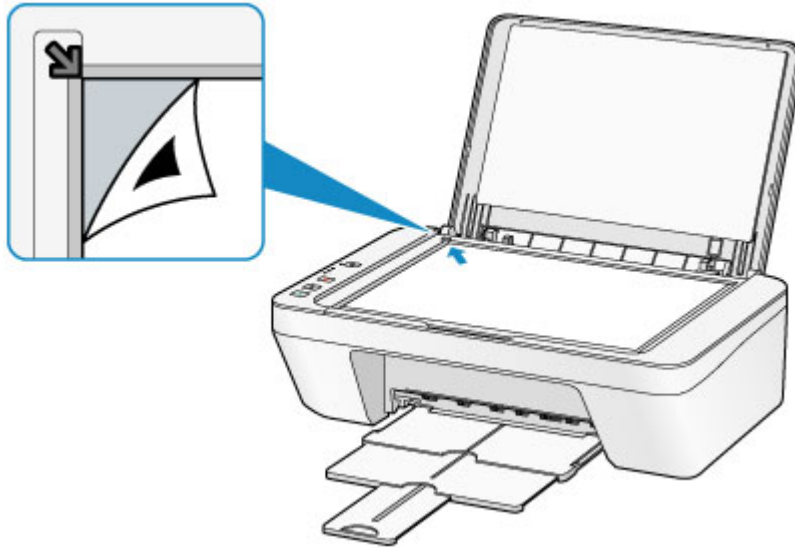
»» Important

- Do not touch any printed part on the print head alignment sheet.
- Be careful not to get the print head alignment sheet dirty. If the sheet is stained or wrinkled, it may not be scanned properly.
- If the print head alignment sheet was not printed correctly, press the **Stop** button, then redo this procedure from the beginning.

5. Scan the print head alignment sheet to adjust the print head position.

(1) Load the print head alignment sheet on the platen glass.

Load the print head alignment sheet WITH THE PRINTED SIDE FACING DOWN and align the mark  on the bottom right corner of the sheet with the alignment mark .



(2) Close the document cover gently, then press the **Color** button or the **Black** button.

The machine starts scanning the print head alignment sheet, and the print head position will be adjusted automatically.

The print head position adjustment will be complete when the **ON** lamp lights green after flashing.

Remove the print head alignment sheet on the platen glass.

»» Important

- Do not open the document cover or move the print head alignment sheet on the platen glass until adjusting the print head position is complete.
- If adjusting the print head position has failed, the **Alarm** lamp flashes orange. Press the **Stop** button to release the error, then take appropriate action.

➔ [If an Error Occurs](#)

»» Note

- If the print results are still not satisfactory after adjusting the print head position as described above, adjust the print head position manually from the computer.
➔ [Aligning the Print Head Position from Your Computer](#)
- To print and check the current head position adjustment values, hold down the **Stop** button until the **Alarm** lamp flashes orange six times, then release it immediately.

Performing Maintenance from a Computer

- [Cleaning the Print Heads from Your Computer](#)
- [Cleaning Inside the Machine](#)
- [Cleaning the Paper Feed Rollers from Your Computer](#)
- [Use Your Computer to Print a Nozzle Check Pattern](#)
- [Aligning the Print Head](#)
- [Aligning the Print Head Position Automatically from Your Computer](#)
- [Aligning the Print Head Position from Your Computer](#)
- [Checking the Ink Status from Your Computer](#)

Cleaning the Print Heads from Your Computer

The print head cleaning function allows you to clear up clogged print head nozzle. Perform print head cleaning if printing is faint or a specific color fails to print, even though there is enough ink.

The procedure for cleaning the print head is as follows:




Cleaning

1. Select **Cleaning** from the pop-up menu on the [Canon IJ Printer Utility](#)

2. Click the **Cleaning** icon

When the dialog opens, select the ink group for which cleaning is to be performed.

Click  to display the items you need to check before performing cleaning.

3. Execute cleaning

Make sure that the machine is on and then click **OK**.

Print head cleaning starts.

4. Complete cleaning

The **Nozzle Check** dialog opens after the confirmation message.

5. Check the results

To check whether the print quality has improved, click **Print Check Pattern**. To cancel the check process, click **Cancel**.

If cleaning the head once does not resolve the print head problem, clean it once more.

»» Important

- **Cleaning** consumes a small amount of ink.

Cleaning the print head frequently will rapidly deplete your printer's ink supply.

Consequently, perform cleaning only when necessary.




Deep Cleaning

Deep Cleaning is more thorough than cleaning. Perform deep cleaning when two **Cleaning** attempts do not resolve the print head problem.

1. Select **Cleaning** from the pop-up menu on the [Canon IJ Printer Utility](#)

2. Click the **Deep Cleaning** icon

When the dialog opens, select the ink group for which deep cleaning is to be performed.

Click  to display the items you need to check before performing deep cleaning.

3. Execute deep cleaning

Make sure that the machine is on and then click **OK**.

Click **OK** when the confirmation message appears.

Print head deep cleaning starts.

4. Complete deep cleaning

The **Nozzle Check** dialog opens after the confirmation message.

5. Check the results

To check whether the print quality has improved, click **Print Check Pattern**. To cancel the check process, click **Cancel**.

»» Important

- **Deep Cleaning** consumes a larger amount of ink than **Cleaning**.
Cleaning the print head frequently will rapidly deplete your printer's ink supply.
Consequently, perform cleaning only when necessary.

»» Note

- If there is no sign of improvement after **Deep Cleaning**, switch off the machine, wait 24 hours, and then perform **Deep Cleaning** again. If there is still no sign of improvement, see "[Ink Is Not Ejected](#)."

Related Topic

- [Use Your Computer to Print a Nozzle Check Pattern](#)

Cleaning Inside the Machine

To prevent smudges on the back side of the paper, perform bottom plate cleaning. Also perform bottom plate cleaning if ink smudges caused by something other than print data appear on the printed page.

The procedure for performing bottom plate cleaning is as follows:



Bottom Plate Cleaning

1. Select **Cleaning** from the pop-up menu on the [Canon IJ Printer Utility](#)
2. Click the **Bottom Plate Cleaning** icon

The dialog opens.

3. [Load paper](#) in the machine

As instructed in the dialog, fold the A4 size or Letter size plain paper in half horizontally, and then unfold the sheet.

Load the paper into the rear tray in the portrait orientation with the crest of the crease facing down.

4. Perform the bottom plate cleaning

Make sure that the machine is on and then click **OK**.

Bottom plate cleaning starts.

Cleaning the Paper Feed Rollers from Your Computer

Cleans the paper feed rollers. Perform feed roller cleaning when there are paper particles sticking to the paper feed rollers and paper is not fed properly.

The procedure for performing the feed roller cleaning is as follows:



Roller Cleaning

1. Prepare the machine

Remove all sheets of paper from the rear tray.

2. Select **Cleaning** from the pop-up menu on the [Canon IJ Printer Utility](#)

3. Click the **Roller Cleaning** icon

The confirmation message appears.

4. Execute paper feed roller cleaning

Make sure that the machine is on and then click **OK**.

Paper feed roller cleaning starts.

5. Complete paper feed roller cleaning

After the rollers have stopped, follow the instruction in the message, load one sheet of plain paper into the rear tray, and click **OK**.

Paper will be ejected and feed roller cleaning will be completed.

Use Your Computer to Print a Nozzle Check Pattern

The nozzle check function allows you to check whether the print head is working properly by printing a nozzle check pattern. Print the pattern if printing becomes faint, or if a specific color fails to print.

The procedure for printing a nozzle check pattern is as follows:




Nozzle Check

1. Select **Test Print** from the pop-up menu on the [Canon IJ Printer Utility](#)

2. Click the **Nozzle Check** icon

The confirmation message appears.

Click  to display the items that you need to check before printing the nozzle check pattern.

3. Load paper in the machine

Load one sheet of A4 size or Letter size plain paper into the rear tray.

4. Print a nozzle check pattern

Make sure that the machine is on and click **Print Check Pattern**.

Printing of the nozzle check pattern begins.

5. Check the print result

When the dialog opens, check the print result. If the print result is normal, click **Quit**.

If the print result is smudged or if there are any unprinted sections, click **Cleaning** to clean the print head.

Related Topic

- [Cleaning the Print Heads from Your Computer](#)

Aligning the Print Head

When you perform head position adjustment, errors in the print head adjustment position are corrected and conditions such as color and line streaking are improved.

If the print results appear uneven because of line shifts or other conditions, adjust the position of the print head.

On this machine, you can adjust the print head either [automatically](#) or [manually](#).

Aligning the Print Head Position from Your Computer

Print head alignment corrects the installation positions of the print head and improves deviated colors and lines.

This machine supports two head alignment methods: [automatic head alignment](#) and manual head alignment.

The procedure for performing manual print head alignment is as follows:



Print Head Alignment

1. Select **Custom Settings** from the pop-up menu on the [Canon IJ Printer Utility](#)
2. Switch head alignment to manual
Check the **Align heads manually** check box.
3. Apply the settings
Click **Apply** and when the confirmation message appears, click **OK**.
4. Select **Test Print** from the pop-up menu on the [Canon IJ Printer Utility](#)
5. Click the **Print Head Alignment** icon
A message is displayed.
6. Load paper in the machine
Load three sheets of A4 size or Letter size plain paper into the rear tray.
7. Execute head alignment
Make sure that the machine is on and click **Align Print Head**.
The first pattern is printed.
8. Check the printed pattern
Enter the numbers of the patterns with the least amount of streaks in the associated boxes, and click **OK**.



»» Note

- If it is difficult to pick the best pattern, pick the setting that produces the least noticeable vertical streaks.



(A)



(B)

- (A) Least noticeable vertical streaks
- (B) Most noticeable vertical streaks

- If it is difficult to pick the best pattern, pick the setting that produces the least noticeable horizontal streaks.



(A)



(B)

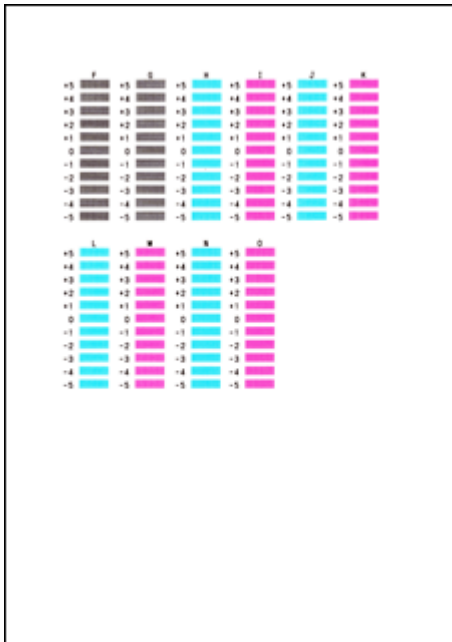
- (A) Least noticeable horizontal streaks
- (B) Most noticeable horizontal streaks

9. Confirm the displayed message and click **OK**

The second pattern is printed.

10. Check the printed pattern

Enter the numbers of the patterns with the least amount of streaks in the associated boxes, and click **OK**.



►►► Note

- If it is difficult to pick the best pattern, pick the setting that produces the least noticeable vertical streaks.



(A)



(B)

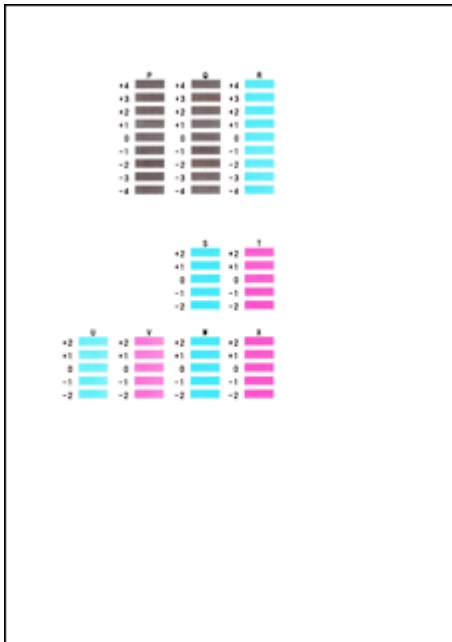
- (A) Least noticeable vertical streaks
- (B) Most noticeable vertical streaks

11. Confirm the displayed message and click **OK**

The third pattern is printed.

12. Check the printed pattern

Enter the numbers of the patterns with the least noticeable horizontal stripes in the associated boxes, and click **OK**.



»» Note

- If it is difficult to pick the best pattern, pick the setting that produces the least noticeable horizontal stripes.



(A)



(B)

(A) Least noticeable horizontal stripes

(B) Most noticeable horizontal stripes

»» Note

- After head alignment is completed, you can print and check the current setting. To do so, click the **Print Head Alignment** icon and when the message is displayed, click **Print Alignment Value**.

Aligning the Print Head Position Automatically from Your Computer

Print head alignment corrects the installation positions of the print head and improves deviated colors and lines.

This machine supports two head alignment methods: automatic head alignment and manual head alignment. Normally, the machine is set for automatic head alignment. If the printing results of automatic print head alignment are not satisfactory, [perform manual head alignment](#).

The procedure for performing automatic print head alignment is as follows:



Print Head Alignment

1. Select **Test Print** from the pop-up menu on the [Canon IJ Printer Utility](#)

2. Click the **Print Head Alignment** icon

A message is displayed.

3. Load paper in the machine

Load one sheet of A4 size or Letter size plain paper into the rear tray.

►► Note

- The number of sheets to be used differs when you select the manual head alignment.

4. Print head alignment pattern printing

Make sure that the machine is on and click **Align Print Head**.

The adjustment pattern is printed.

►► Important

- Do not open the cover while printing is in progress.

5. Adjustment pattern scanning

After the adjustment pattern is printed, a message is displayed.

As instructed in the message, load the adjustment pattern onto the platen, and press the **Start** button on the machine.

Print head alignment starts.

»» Note

- After head alignment is completed, you can print and check the current setting. To do so, click the **Print Head Alignment** icon and when the message is displayed, click **Print Alignment Value**.
-

Cleaning the Machine

- Cleaning the Exterior of the Machine
- Cleaning the Platen Glass and Document Cover
- Cleaning the Paper Feed Roller
- Cleaning the Inside of the Machine (Bottom Plate Cleaning)
- Cleaning the Protrusions inside the Machine

Cleaning the Exterior of the Machine

Be sure to use a soft and dry cloth such as eyeglasses cleaning cloth and wipe off dirt on the surface gently. Smooth out wrinkles on the cloth if necessary before cleaning.

»» Important

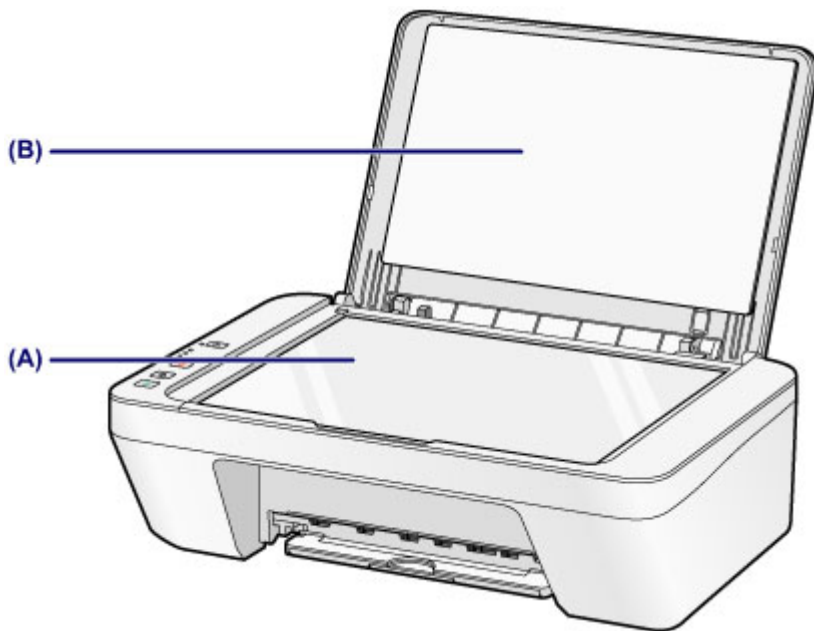
- Be sure to turn off the power and disconnect the power plug before cleaning the machine.
- Do not use tissue paper, paper towels, rough-textured cloth, or similar materials for cleaning so as not to scratch the surface. Be sure to use a soft and dry cloth.
- Never use volatile liquids such as thinners, benzene, acetone, or any other chemical cleaner to clean the machine, as this may cause a malfunction or damage the surface of the machine.

Cleaning the Platen Glass and Document Cover

»» Important

- Be sure to turn off the power and disconnect the power plug before cleaning the machine.
- Do not use tissue paper, paper towels, rough-textured cloth, or similar materials for cleaning so as not to scratch the surface. Be sure to use a soft and dry cloth.
- Never use volatile liquids such as thinners, benzene, acetone, or any other chemical cleaner to clean the machine, as this may cause a malfunction or damage the surface of the machine.

With a soft, clean, lint-free and dry cloth, wipe the platen glass **(A)** and the inner side of the document cover (white sheet) **(B)** gently. Make sure not to leave any residue, especially on the glass surface.



»» Important

- The inner side of the document cover (white sheet) **(B)** is easily damaged, so wipe it gently.

Cleaning the Paper Feed Roller

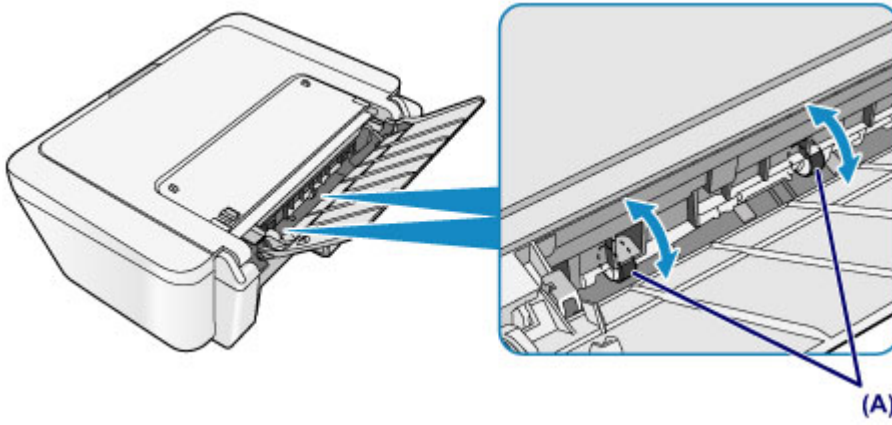
If the paper feed rollers are dirty or paper powder is attached to it, paper may not be fed properly.

In this case, clean the paper feed rollers. Cleaning will wear out the paper feed rollers, so perform this only when necessary.

You need to prepare: a sheet of A4 or Letter-sized plain paper or cleaning sheet available on the market

1. Make sure that the power is turned on and remove any paper from the rear tray.
2. Clean the paper feed rollers without paper.
 - (1) Hold down the **Stop** button until the **Alarm** lamp flashes orange seven times, then release it immediately.
The paper feed rollers will rotate as it is cleaned.
3. Clean the paper feed rollers with paper.
 - (1) Make sure that the paper feed rollers have stopped rotating, load a sheet of A4 or Letter-sized plain paper or cleaning sheet available on the market in the rear tray.
 - (2) Pull out the paper output tray and the output tray extension.
 - (3) Hold down the **Stop** button until the **Alarm** lamp flashes orange seven times, then release it immediately.
The machine starts cleaning. The cleaning will be complete when the paper is ejected.

If the problem is not resolved after cleaning the paper feed rollers **(A)** in the rear tray, turn off the power, unplug the power cord, then wipe the paper feed rollers (the center roller and the right roller) located inside the rear tray with a moistened cotton swab or the like while rotating them manually. Do not touch the rollers with your fingers. Rotate the rollers two or more times.



After cleaning the paper feed rollers, turn on the power, then clean the paper feed rollers again.

If the problem is not resolved after cleaning the paper feed rollers, contact the service center.

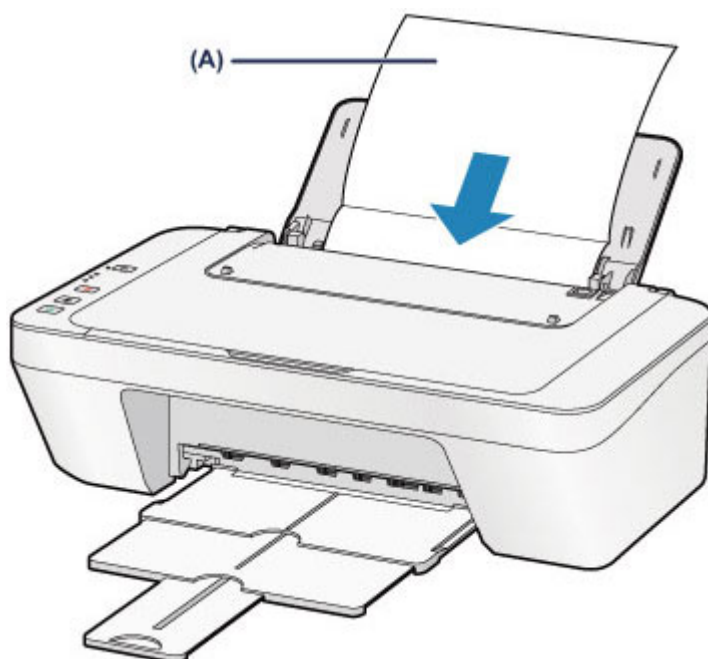
Cleaning the Inside of the Machine (Bottom Plate Cleaning)

Remove stains from the inside of the machine. If the inside of the machine becomes dirty, printed paper may get dirty, so we recommend performing cleaning regularly.

You need to prepare: a sheet of A4 or Letter-sized plain paper*

* Be sure to use a new piece of paper.

1. Make sure that the power is turned on and remove any paper from the rear tray.
2. Prepare paper.
 - (1) Fold a single sheet of A4 or Letter-sized plain paper in half widthwise, then unfold the paper.
 - (2) Load only this sheet of paper in the rear tray with the open side facing you.



Load the paper **(A)** after unfolding it.

- (3) Pull out the paper output tray and the output tray extension.

3. Clean the inside of the machine.

Hold down the **Stop** button until the **Alarm** lamp flashes orange eight times, then release it immediately.

The paper cleans the inside of the machine as it feeds through the machine.

Check the folded parts of the ejected paper. If they are smudged with ink, perform Bottom Plate Cleaning again.

If the problem is not resolved after performing cleaning again, the protrusions inside the machine may be stained. Clean them according to instructions.

➔ [Cleaning the Protrusions inside the Machine](#)

➤➤ **Note**

-
- When performing Bottom Plate Cleaning again, be sure to use a new piece of paper.
-

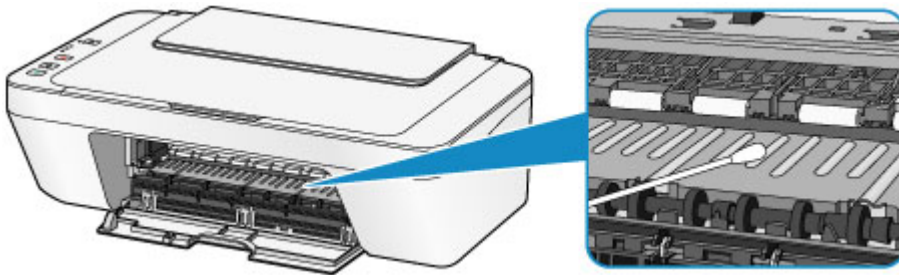
Cleaning the Protrusions inside the Machine

»» Important

- Be sure to turn off the power and disconnect the power plug before cleaning the machine.

You need to prepare: cotton swab

If the protrusions inside the machine are stained, wipe off any ink from the protrusions using a cotton swab or the like.



Changing the Machine Settings

- ➔ [Changing Machine Settings from Your Computer](#)
- ➔ [Changing the Machine Settings Using the Operation Panel](#)

Changing Machine Settings from Your Computer

- ➔ [Checking the Ink Status from Your Computer](#)
- ➔ [Registering a Changed Printing Profile](#)
- ➔ [Setting the Ink Cartridge to be Used](#)
- ➔ [Managing the Machine Power](#)
- ➔ [Reducing the Machine Noise](#)
- ➔ [Changing the Machine Operation Mode](#)

Checking the Ink Status from Your Computer

You can check the remaining ink level and the FINE cartridge types for your model.

1. Select **Ink Level Information** from the pop-up menu on the [Canon IJ Printer Utility](#)

An illustration of the ink types and their status are displayed.


If a warning or error related to the remaining ink level occurs, the print driver displays an icon to let you know.

In such cases, take the appropriate action as described on the screen.

2. If necessary, click **Ink Details**

You can check the ink-related information.

▶▶▶ **Note**

- **Ink Details** is displayed when the ink level is low.
- Click  to check which FINE cartridge your model uses.
- Click **Update** to display the current remaining ink level.
- When you receive a notice about the remaining ink level, a mark appears above the ink icon.

for example:



The ink is running low. Prepare a new ink cartridge.

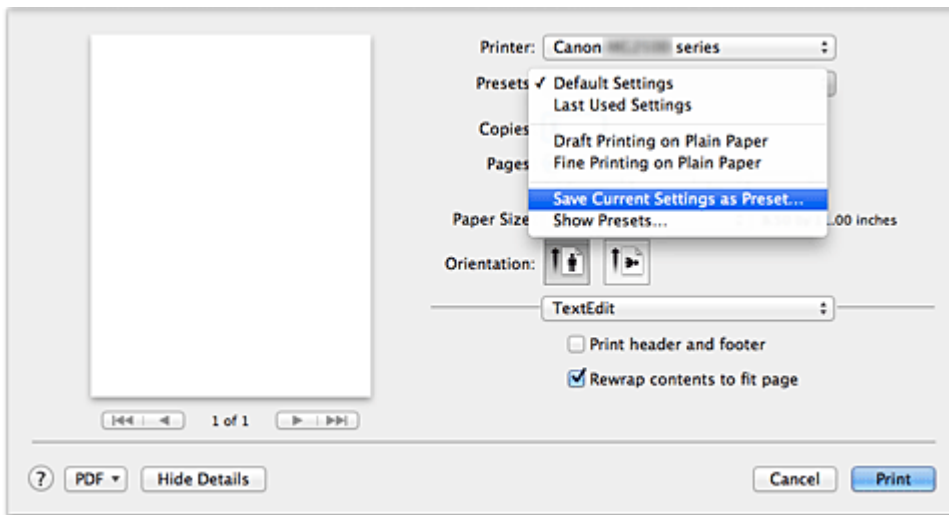
Registering a Changed Printing Profile

You can name and register the printing profile you made in the [Print Dialog](#). The registered printing profile can be called up from **Presets** to be used. You can also delete the unnecessary printing profile.

The procedure for registering a printing profile is as follows:

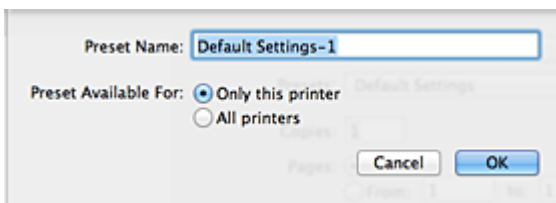
Registering a Printing Profile

1. In the Print dialog, set the necessary items
2. Select **Save Current Settings as Preset... (Save As...)** from the **Presets**



3. Save the settings

In the displayed dialog, enter a name in **Preset Name**, and if necessary, set **Preset Available For**. Then click **OK**.



►►► Important

- There are also print settings that cannot be saved to preset.

Using Registered Printing Profile

1. On **Presets** in the Print dialog, select the name of printing profile you want to use

Printing profile in the Print dialog will be updated to the called profile.

Deleting Unnecessary Printing Profile

1. Select the printing profile to be deleted

- **If you are using Mac OS X v10.8 or Mac OS X v10.7**

In the print dialog, select **Show Presets...** in the **Presets** section. Then in the dialog that appears, select the name of the printing profile to be deleted.

- **If you are using Mac OS X v10.6.8**

On **Presets** in the Print dialog, select the name of printing profile you want to delete.

2. Delete the printing profile

- **If you are using Mac OS X v10.8 or Mac OS X v10.7**

Click **Delete**, and click **OK**. The selected printing profiles will be deleted from **Presets**.

- **If you are using Mac OS X v10.6.8**

On **Presets** in the Print dialog, click **Delete**. The selected printing profiles will be deleted from **Presets**.

Setting the Ink Cartridge to be Used

This feature enables you to specify the most appropriate FINE cartridge among installed cartridges according to an intended use.

When one of the FINE cartridges becomes empty and cannot be replaced immediately by a new one, you can specify the other FINE cartridge that still has ink and continue printing.

The procedure for specifying the FINE cartridge is as follows:

1. Select **Ink Cartridge Settings** from the pop-up menu on the [Canon IJ Printer Utility](#)

2. Select the FINE cartridge to be used

Select the FINE cartridge you use for printing, and click **Apply**.

3. Complete the setup

Click **OK** when the confirmation message appears.

The specified FINE cartridge will be used from the next printing.

»» Important

- When a paper type other than **Plain Paper** or **Envelope** is selected from the **Media Type** of the **Quality & Media** on the pop-up menu in the Print dialog, **Black Only** does not function because the machine uses the color FINE cartridge to print documents.
- Do not detach the FINE cartridge that is not in use. Printing cannot be performed while either FINE cartridge is detached.

Managing the Machine Power

This function allows you to manage the machine power from the printer driver.

The procedure for managing the machine power is as follows:



Power Off

The **Power Off** function turns off the machine. When you use this function, you will not be able to turn the machine on from the printer driver.

1. Select **Power Settings** from the pop-up menu on the [Canon IJ Printer Utility](#)

2. Execute power off

Click **Power Off**, and when the confirmation message appears, click **OK**.

The machine power switches off.



Auto Power

Auto Power allows you to set **Auto Power On** and **Auto Power Off**.

The **Auto Power On** function automatically turns on the machine when data is received.

The **Auto Power Off** function automatically turns off the machine when there are no operations from the printer driver or the machine for a specified period of time.

1. Select **Power Settings** from the pop-up menu on the [Canon IJ Printer Utility](#)

2. Check that the machine is on, and then click **Auto Power**

A dialog appears.

▶▶▶ Note

- If the machine is off or if communication between the machine and the computer is disabled, an error message may appear because the computer cannot collect the machine status.

3. If necessary, complete the following settings:

Auto Power On

Specifying **Enable** from the list will turn the machine on upon receipt of print data.

Auto Power Off

Specify the time from the list. When this time lapses without any operations from the printer driver or the machine, the machine is turned off automatically.

4. Apply the settings

The setting is enabled after this. When you want to disable this function, select **Disable** from the list according to the same procedure.

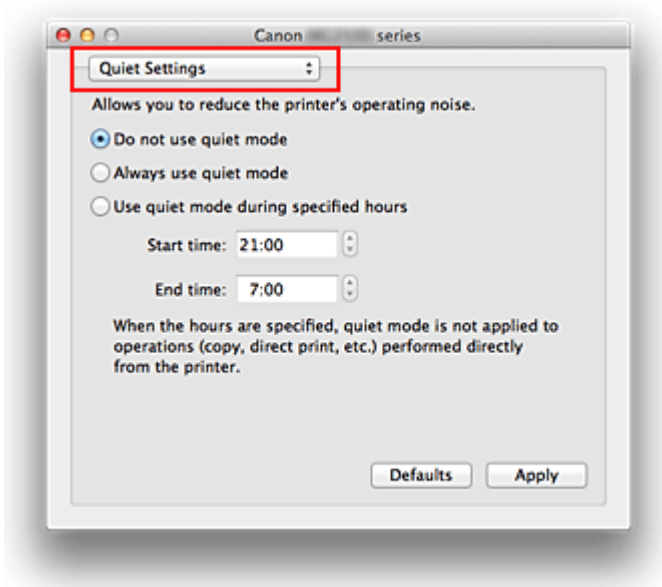
Reducing the Machine Noise

The silent function allows you to reduce the operating noise of this machine. Select when you wish to reduce the operating noise of the printer at night, etc.

Using this function may lower the print speed.

The procedure for using the quiet mode is as follows:

1. Select **Quiet Settings** from the pop-up menu on the [Canon IJ Printer Utility](#)



►►► Note

- If the computer is unable to communicate with the machine, a message may be displayed because the computer cannot access the function information that was set on the machine.

If this happens, click **Cancel** to display the most recent settings specified on your computer.

2. Set the quiet mode

If necessary, specify one of the following items:

Do not use quiet mode

Select this option when you wish to use the machine with volume of normal operating noise.

Always use quiet mode

Select this option when you wish to reduce the operating noise of the machine.

Use quiet mode during specified hours

Select this option when you wish to reduce the operating noise of the machine during a specified period of time.

Set the **Start time** and the **End time** of the quiet mode you wish to be activated. If both are set to the same time, the quiet mode will not function.

»» Important

- You can set the quiet mode from the operation panel of the machine or the printer driver.
No matter how you use to set the quiet mode, the mode is applied when you perform operations from the operation panel of the machine or printing and scanning from the computer.
- If you specify a time for **Use quiet mode during specified hours**, quiet mode is not applied to operations (copy, direct print, etc.) performed directly from the machine.

3. Apply the settings

Make sure that the machine is on and click **Apply**.

Click **OK** when the confirmation message appears.

The settings are enabled hereafter.

»» Note

- The effects of the quiet mode may be less depending on the print quality settings.

Changing the Machine Operation Mode

If necessary, switch between various modes of machine operation.

The procedure for configuring **Custom Settings** is as follows:

1. Make sure that the machine is on, and then select **Custom Settings** from the pop-up menu on the [Canon IJ Printer Utility](#)

»» Note

- If the computer is unable to communicate with the machine, a message may be displayed because the computer cannot access the function information that was set on the machine.
If this happens, click **Cancel** to display the most recent settings specified on your computer.

2. If necessary, complete the following settings:

Ink Drying Wait Time

You can set the length of the machine rest time until printing of the next page begins. Moving the slider to the right increases the pause time, and moving the slider to the left decreases the time.

If the paper gets stained because the next page is ejected before the ink on the printed page dries, increase the ink drying wait time.

Reducing the ink drying wait time speeds up printing.

Align heads manually

Usually, the **Print Head Alignment** function of **Test Print** on the pop-up menu in the Canon IJ Printer Utility is set to automatic head alignment, but you can change it to manual head alignment.

If the printing results are unsatisfactory even after you execute automatic head alignment, [execute manual head alignment](#).

Check this check box to perform the manual head alignment. Uncheck this check box to perform the automatic head alignment.

3. Apply the settings

Click **Apply** and when the confirmation message appears, click **OK**.

The machine operates with the modified settings hereafter.

Changing the Machine Settings Using the Operation Panel

- ➔ [About Quiet setting](#)
- ➔ [Turning on/off the Machine Automatically](#)

About Quiet setting

Enables this function on the machine if you want to reduce the operating noise, such as when printing at night.

Follow the procedure below to perform setting.

1. [Make sure that the machine is turned on.](#)
2. Press and hold the **Stop** button until the **Alarm** lamp flashes 9 times.
3. Release the **Stop** button.
4. Press the **Color** button.

To disable the function, press the **Black** button in step 4.

Important

- Operating speed may be reduced compared to when the quiet mode is not selected.

Note

- You can set the quiet mode from the operation panel of the machine or the printer driver. No matter how you use to set the quiet mode, the mode is applied when you perform operations from the operation panel of the machine or printing and scanning from the computer.

Turning on/off the Machine Automatically

You can enable the machine to turn on/off automatically considering the environment

➔ [Turning on the Machine Automatically](#)

➔ [Turning off the Machine Automatically](#)

Turning on the Machine Automatically

You can enable the machine to turn on automatically when you perform printing or scanning operations from the computer.

1. [Make sure that the machine is turned on.](#)
2. Press and hold the **Stop** button until the **Alarm** lamp flashes 14 times.
3. Release the **Stop** button.
4. Press the **Color** button.

To disable the function, press the **Black** button in step 4.

▶▶▶ Note

- You can select whether you turn the machine on automatically from the operation panel of the machine or the printer driver. No matter how you use to set the quiet mode, the mode is applied when you perform printing or scanning operations from the computer.

Turning off the Machine Automatically

You can enable the machine to turn off automatically when no operation is made or no printing data is sent to the machine for a specified period of time.

1. [Make sure that the machine is turned on.](#)
2. Press and hold the **Stop** button until the **Alarm** lamp flashes 13 times.
3. Release the **Stop** button.
4. Press the **Color** button.

To disable the function, press the **Black** button in step 4.

▶▶▶ Note

- You can select whether you turn off the machine automatically from the operation panel of the machine or the printer driver. From the printer driver, you can specify the time before turning off the machine.

Tips for Ensuring Optimal Printing Quality

- Useful Information about Ink
- Key Points to Successful Printing
- Be Sure to Make Paper Settings after Loading Paper
- Canceling a Print Job
- Storing Printed Images
- Machine Handling Precautions
- Key to Enjoying Consistent Printing Quality
- Precautions for Safe Transport of the Machine

Useful Information about Ink

How is ink used for various purposes other than printing?

Ink may be used for purposes other than printing. Ink is not only used for printing, but also for cleaning the print head to maintain the optimal printing quality.

The machine has the function to automatically clean the ink jet nozzles to prevent clogging. In the cleaning procedure, ink is pumped out from the nozzles. Used ink for nozzle cleaning is limited to a small amount.

Does black-and-white printing use color ink?

Black-and-white printing may use ink other than black ink depending on the type of printing paper or the settings of the printer driver. So, color ink is consumed even when printing in black-and-white.

Key Points to Successful Printing

Check the machine status before printing!

- Is the print head OK?

If a print head nozzle is clogged, print will be faint and papers will be wasted. Print the nozzle check pattern to check the print head.

➔ [Maintenance Procedure](#)

- Is the inside of the machine smeared with ink?

After printing large quantities of paper, the area where papers go through may get smeared with ink. Clean the inside of your machine with Bottom Plate Cleaning.

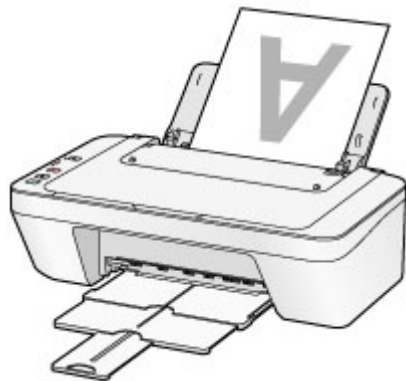
➔ [Cleaning the Inside of the Machine \(Bottom Plate Cleaning\)](#)

Check how to load the paper correctly!

- Is the paper loaded in the correct orientation?

To load paper in the rear tray, load paper WITH THE PRINTING SIDE FACING YOU.

➔ [Loading Paper](#)



- Is the paper curled?

The curled paper causes paper jam. Flatten the curled paper, then reload it.

➔ "Load the paper after correcting its curl." in [Paper Is Smudged/Printed Surface Is Scratched](#).

Be Sure to Make Paper Settings after Loading Paper

If the media type setting is not the one for the loaded paper, printing results may not be satisfactory. After loading paper, be sure to select the appropriate media type setting for the loaded paper.

➔ [Print Results Not Satisfactory](#)

There are various types of paper: paper with special coating on the surface for printing photos with optimal quality and paper suitable for documents.

Each media type has specific preset settings, such as how ink is used and sprayed, distance from nozzles, etc., so that you can print on that type with optimal image quality. This allows you to print with the settings best suited for the loaded media type just by selecting that media type.

Canceling a Print Job

Never press the ON button!

If you press the **ON** button while printing is in progress, the print data sent from the computer queues in the machine and you may not be able to continue to print.

Press the **Stop** button to cancel printing.

Storing Printed Images

Store printed images in albums, clear photo sleeves, or glass frames to protect them from direct exposure to air.



»» Note

- Storing printed images without sufficient drying may cause blurring or discoloration.

Machine Handling Precautions

Do not place any object on the document cover!

Do not place any object on the document cover. It will fall into the rear tray when the document cover is opened and cause the machine to malfunction. Also, place the machine where objects will not fall on it.



Key to Enjoying Consistent Printing Quality

The key to printing with the optimal printing quality is to prevent the print head from drying or clogging. Always observe the following rules for optimal printing quality.

Never disconnect the power plug until the power is turned off!

If you press the **ON** button to turn off the power, the machine caps the print head (nozzles) automatically to prevent from drying. If you disconnect the power plug from the wall outlet before the power is turned off (while the **ON** lamp is lit or flashing), the print head will not be capped properly and this will cause drying or clogging.

When disconnecting the power plug, make sure that the **ON** lamp is not lit.

→ [Notice for Unplugging the Power Cord](#)

Print periodically!

Just as the tip of a felt pen becomes dry and unusable if it has not been used for a long time, even if it is capped, the print head too, may become dried or clogged if the machine has not been used for a long time.

We recommend you to use the machine at least once a month.

▶▶▶ Note

- Depending on the type of paper, ink may blur if you trace the printed area with a highlight pen or paint-stick, or bleed if water or sweat comes in contact with the printed area.

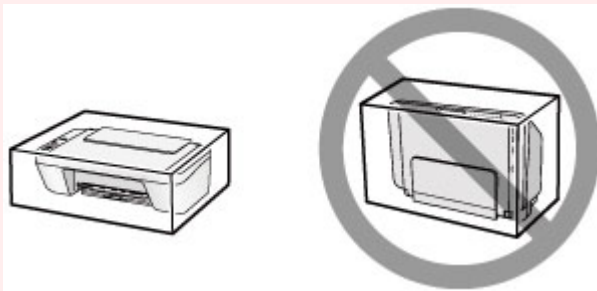
Precautions for Safe Transport of the Machine

When relocating the machine, make sure of the following.

»» Important

When sending the machine for repair

- Pack the machine in a sturdy box so that it is placed with its bottom facing down, using sufficient protective material to ensure safe transport.
- With the FINE cartridge left installed in the machine, press the **ON** button to turn off the power. This allows the machine to automatically cap the print head, thus preventing it from drying.
- After packing, do not tilt the box containing the machine or turn it on its side or upside down. Doing so may cause the ink to leak during transport and cause damage to the machine.
- When a shipping agent is handling transport of the machine, have its box marked "THIS SIDE UP" to keep the machine with its bottom facing down. Mark also with "FRAGILE" or "HANDLE WITH CARE".



1. Turn the machine off.

2. Confirm that the **ON** lamp is off and unplug the machine.

➔ [Notice for Unplugging the Power Cord](#)

»» Important

- Do not unplug the machine while the **ON** lamp is lit or flashing, as it may cause malfunction or damage to the machine, making the machine unable to print.

3. Retract the paper output tray and the output tray extension, then close the paper support.

4. Disconnect the printer cable from the computer and from the machine, then disconnect the power plug from the machine.

- 5.** Use adhesive tape to secure all the covers on the machine to keep them from opening during transportation. Then pack the machine in the plastic bag.

- 6.** Attach the protective material to the machine when packing the machine in the box.

Legal Limitations on Use of Your Product and Use of Images

It may be unlawful to make copies of, scan, print, or use reproductions of the following documents.

The list provided is non-exhaustive. When in doubt, check with a legal representative in your jurisdiction.

- Paper money
- Money orders
- Certificates of deposit
- Postage stamps (canceled or uncanceled)
- Identifying badges or insignias
- Selective service or draft papers
- Checks or drafts issued by governmental agencies
- Motor vehicle licenses and certificates of title
- Traveler's checks
- Food stamps
- Passports
- Immigration papers
- Internal revenue stamps (canceled or uncanceled)
- Bonds or other certificates of indebtedness
- Stock certificates
- Copyrighted works/works of art without permission of copyright owner

Specifications

General Specifications

Printing resolution (dpi)	4800* (horizontal) x 600 (vertical) * Ink droplets can be placed with a pitch of 1/4800 inch at minimum.
Interface	USB Port: Hi-Speed USB * * A computer that complies with Hi-Speed USB standard is required. Since the Hi-Speed USB interface is fully upwardly compatible with USB 1.1, it can be used at USB 1.1.
Print width	8 inches/203.2 mm
Operating environment	Temperature: 41 to 95 °F (5 to 35 °C) Humidity: 10 to 90 % RH (no condensation) * The performance of the printer may be reduced under certain temperature and humidity conditions. Recommended conditions: Temperature: 59 to 86 °F (15 to 30 °C) Humidity: 10 to 80 % RH (no condensation) * For the temperature and humidity conditions of papers such as photo paper, refer to the paper's packaging or the supplied instructions.
Storage environment	Temperature: 32 to 104 °F (0 to 40 °C) Humidity: 5 to 95 % RH (no condensation)
Power supply	AC 100-240 V, 50/60 Hz
Power consumption	Printing (Copy): Approx. 9 W Standby (minimum): Approx. 1.0 W *1*2 OFF: Approx. 0.4 W *1 *1 USB connection to PC *2 The wait time for standby cannot be changed.
External dimensions	Approx. 16.8 (W) x 12.1 (D) x 5.8 (H) inches Approx. 426 (W) x 306 (D) x 145 (H) mm * With the Paper Support and Paper Output Tray retracted.
Weight	Approx. 7.6 lb (Approx. 3.5 kg) * With the FINE Cartridges installed.
Canon FINE Cartridge	Total 1280 nozzles (BK 320 nozzles, C/M/Y each 320 nozzles)

Copy Specifications

Multiple copy	max. 21 pages
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Scan Specifications

Scanner driver	Windows: TWAIN 1.9 Specification, WIA Mac OS: ICA
Maximum scanning size	A4/Letter, 8.5" x 11.7"/216 x 297 mm
Scanning resolution	Optical resolution (horizontal x vertical) max: 600 x 1200 dpi *1 Interpolated resolution max: 19200 x 19200 dpi *2 *1 Optical Resolution represents the maximum sampling rate based on ISO 14473. *2 Increasing the scanning resolution will limit the maximum possible scanning area.
Gradation (Input/Output)	Gray: 16 bit/8 bit Color: 48 bit/24 bit (RGB each 16 bit/8 bit)

Minimum System Requirements

Conform to the operating system's requirements when higher than those given here.

Windows

Operating System	Windows 8.1*, Windows 8 Windows 7, Windows 7 SP1 Windows Vista SP1, Windows Vista SP2 Windows XP SP3 32-bit only * Windows 8.1 includes Windows 8.1 Update.
Hard Disk Space	3.1 GB Note: For bundled software installation. The necessary amount of hard disk space may be changed without notice.
Display	XGA 1024 x 768

Mac OS

Operating System	OS X v10.6.8 - OS X v10.10 (MG2500S series/MG2522/MG2525: OS X v10.7.5 - OS X v10.10)
Hard Disk Space	1.5 GB Note: For bundled software installation.

	The necessary amount of hard disk space may be changed without notice.
Display	XGA 1024 x 768

Other Supported OS

Some functions may not be available with each OS. Refer to the Canon web site for details on operation with Windows RT.

- An internet connection is required to use Easy-WebPrint EX and all the *Online Manual*.
- Windows: Operation can only be guaranteed on a computer with Windows 8.1, Windows 8, Windows 7, Windows Vista or Windows XP pre-installed.
- Windows: A CD-ROM Drive or internet connection is required during software installation.
- Windows: Internet Explorer 8, 9, 10 or 11 is required to install Easy-WebPrint EX.
- Windows: Some functions may not be available with Windows Media Center.
- Windows: .NET Framework 4 or 4.5 must be installed to use the Windows software.
- Windows: XPS Essentials Pack is required to print on Windows XP.
- Windows: The TWAIN driver (ScanGear) is based on the TWAIN 1.9 Specification and requires the Data Source Manager bundled with the operating system.
- Mac OS: For Mac OS, an internet connection is required during software installation.

Information in this guide is subject to change without notice.

Troubleshooting

- ➔ [The Machine Cannot Be Powered On](#)
- ➔ [Printing Does Not Start](#)
- ➔ [Paper Does Not Feed Properly/"No Paper" Error Occurs](#)
- ➔ [Print Results Not Satisfactory](#)
- ➔ [Ink Is Not Ejected](#)
- ➔ [Paper Jams](#)
- ➔ [If an Error Occurs](#)

Search Each Function

- ➔ [Problems with Printing](#)
- ➔ [Problems with Printing Quality](#)
- ➔ [Problems with Scanning](#)
- ➔ [Problems with the Machine](#)
- ➔ [Problems with Installation/Downloading](#)
- ➔ [About Errors/Messages Displayed](#)
- ➔ [If You Cannot Resolve the Problem](#)

Problems with Printing

- ➔ [Printing Does Not Start](#)
- ➔ [Paper Jams](#)
- ➔ [Paper Does Not Feed Properly/"No Paper" Error Occurs](#)
- ➔ [Copying/Printing Stops Before It Is Completed](#)

Printing Does Not Start

Check1 Make sure that the power plug is securely plugged in, then press the **ON** button to turn the machine on.

While the **ON** lamp is flashing, the machine is initializing. Wait until the **ON** lamp stops flashing and remains lit.

▶▶▶ Note

- When printing large data such as a photo or graphics, it may take longer to start printing. While the **ON** lamp is flashing, the computer is processing data and sending it to the machine. Wait until printing starts.

Check2 Make sure that the USB cable is securely plugged in to the machine and the computer.

When the machine is connected to your computer with a USB cable, check the followings:

- If you are using a relay device such as a USB hub, disconnect it, connect the machine directly to the computer, and try printing again. If printing starts normally, there is a problem with the relay device. Consult the reseller of the relay device for details.
- There could also be a problem with the USB cable. Replace the USB cable and try printing again.

Check3 If you are printing from the computer and there are any unnecessary print jobs, delete them.

➔ [Deleting the Undesired Print Job](#)

Check4 Make sure that your machine's name is selected in the Print dialog.

The machine will not print properly if you are using a printer driver for a different printer.

Make sure that your machine's name is selected in **Printer** in the Print dialog.

▶▶▶ Note

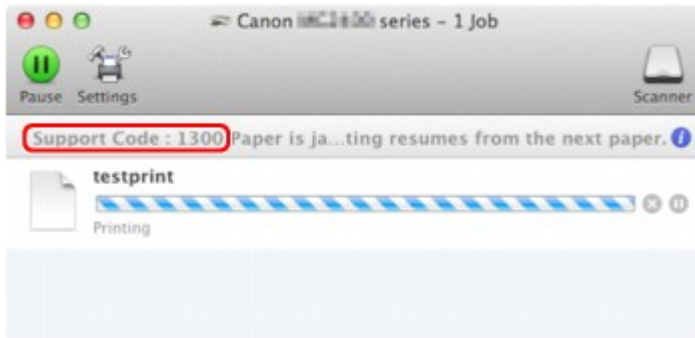
- To make the machine the one selected by default, select the machine for **Default printer**.

Check5 Restart your computer if you are printing from the computer.

Paper Jams

When paper is jammed, the **Alarm** lamp flashes orange and a troubleshooting message is displayed on the computer screen automatically. Take the appropriate action described in the message.

➔ Watch the movie



* The screen differs depending on the OS you are using.

For details on how to remove the jammed paper, refer to [Support Code List \(When Paper Is Jammed\)](#).

▶▶▶ Note

- You can confirm the actions against errors with Support Codes on your computer by searching a Support Code.
 - ➔ [Click Here to Search](#)

Paper Does Not Feed Properly/"No Paper" Error Occurs

Check1 Make sure that paper is loaded.

➔ [Loading Paper](#)

Check2 Make sure of the following when you load paper.

- When loading two or more sheets of paper, align the edges of the sheets before loading.
- When loading two or more sheets of paper, make sure that the paper stack does not exceed the paper load limit.

However, proper feeding of paper may not be possible at this maximum capacity depending on the type of paper or environmental conditions (either very high or low temperature and humidity). In such cases, reduce the sheets of paper you load at a time to less than half of the paper load limit.

- Always load the paper in portrait orientation, regardless of the printing orientation.
- When you load the paper, load the paper with the print side facing UP. Align the paper stack against the right side of the rear tray and slide the paper guide so that it just touches the left edge of the stack.

➔ [Loading Paper](#)

Check3 Check to see if the paper you are printing on is not too thick or curled.

➔ [Media Types You Cannot Use](#)

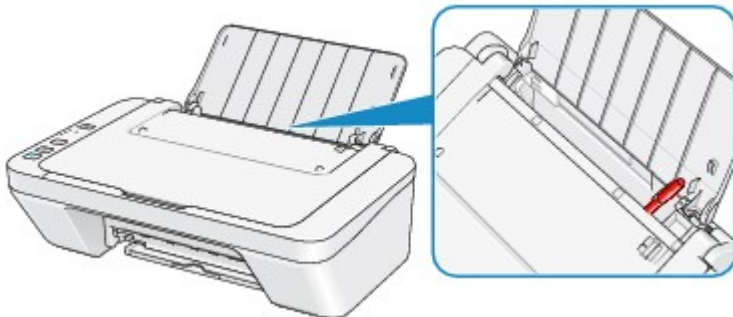
Check4 Make sure of the following when you load envelopes.

- When printing on envelopes, refer to [Loading Paper](#), and prepare the envelopes before printing.

Once you have prepared the envelopes, load them in portrait orientation. If the envelopes are placed in landscape orientation, they will not feed properly.

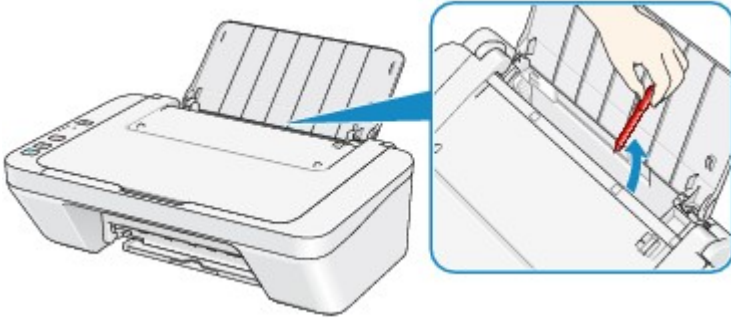
Check5 Confirm that the media type and the paper size settings correspond with the loaded paper.

Check6 Make sure that there are not any foreign objects in the rear tray.



If the paper tears in the rear tray, see [Paper Jams](#) to remove it.

If there are any foreign objects in the rear tray, be sure to turn off the machine, unplug it from the power supply, then remove the foreign object.



Check7 Clean the paper feed roller.

➔ [Cleaning the Paper Feed Roller](#)

➤➤➤ Note

- Cleaning the paper feed roller will wear the roller, so perform this procedure only when necessary.

Copying/Printing Stops Before It Is Completed

Check1 Is the paper loaded?

Make sure that paper is loaded.

If the machine has run out of paper, load paper.

Check2 Do the printing documents have lots of photographs or illustrations?

As printing large data such as photos or graphics takes time for the machine and the computer to process, the machine may appear to have stopped operating.

In addition, when printing data that uses a large amount of ink continuously on plain paper, the machine may pause temporarily. In either case, wait until the process is complete.

▶▶▶ Note

- If you are printing a document with a large printing area or printing multiple copies of a document, printing may pause to allow the ink to dry.

Check3 Has the machine been printing continuously for a long period?

If the machine has been printing continuously for a long time, the print head or other parts around it may overheat. The machine may stop printing at a line break for a period of time and then resume printing.

In this case, wait for a while without operation. If the printing still does not resume, interrupt your print session at a convenient time and turn the machine off for at least 15 minutes.

⚠ Caution

- The print head and the surrounding area can become extremely hot inside the machine. Never touch the print head or nearby components.

Check4 If copying stops before it is completed, try to copy again.

If a certain time passes after some errors occurred while copying, the machine stops the operation.

Problems with Printing Quality

- ➔ [Print Results Not Satisfactory](#)
- ➔ [Ink Is Not Ejected](#)

Print Results Not Satisfactory

If the print result is not satisfactory due to white streaks, misaligned lines, or uneven colors, confirm the paper and print quality settings first.

Check1 Do the page size and media type settings match the size and type of the loaded paper?

When these settings are incorrect, you cannot obtain a proper print result.

If you are printing a photograph or an illustration, incorrect paper type settings may reduce the quality of the printout color.

Also, if you print with an incorrect paper type setting, the printed surface may be scratched.

Confirm the page size and media type settings using the printer driver.

➔ [Printing with Easy Setup](#)

Check2 Make sure that the appropriate print quality is selected using the printer driver.

Select a print quality option suitable for the paper and image for printing. If you notice blurs or uneven colors, increase the print quality setting and try printing again.

You can confirm the print quality setting using the printer driver.

➔ [Changing the Print Quality and Correcting Image Data](#)

Check3 If the problem is not resolved, there may be other causes.

See also the sections below:

➔ [Cannot Print to End of Job](#)

➔ [No Printing Results/Printing Is Blurred/Colors Are Wrong/White Streaks](#)

➔ [Colors Are Unclear](#)

➔ [Lines Are Misaligned](#)

➔ [Printed Paper Curls or Has Ink Blots](#)

➔ [Paper Is Smudged/Printed Surface Is Scratched](#)

➔ [Back of the Paper Is Smudged](#)

➔ [Colors Are Uneven or Streaked](#)

If the Printed Paper Has Been Discolored

Colors may fade with time if the printed paper is left for a long period of time.

After printing, dry the paper sufficiently, avoid high temperatures, high humidity, and direct sunlight, and store or display indoors at room temperature and normal humidity.

To avoid direct exposure to air, it is recommended that you store the paper in an album, plastic folder, photo frame, etc.

Cannot Print to End of Job

Check Is the space of your computer's hard disk sufficient?

Delete unnecessary files to free disk space.

No Printing Results/Printing Is Blurred/Colors Are Wrong/White Streaks

❖ No Printing Results



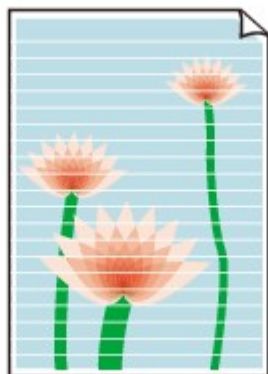
❖ Printing Is Blurred



❖ Colors Are Wrong



❖ White Streaks



➡ Watch the movie

Check1 Did you confirm the paper and print quality settings?

➔ [Print Results Not Satisfactory](#)

Check2 Print the Nozzle Check Pattern and perform any necessary maintenance operations such as Print Head Cleaning.

Print the Nozzle Check Pattern to determine whether the ink ejects properly from the print head nozzles.

Refer to [When Printing Becomes Faint or Colors Are Incorrect](#) for the Nozzle Check Pattern printing, Print Head Cleaning, and Print Head Deep Cleaning.

- If the Nozzle Check Pattern is not printed correctly:
After performing the Print Head Cleaning, print the Nozzle Check Pattern and examine the pattern.
- If the problem is not resolved after performing the Print Head Cleaning twice:
Perform the Print Head Deep Cleaning.
If the problem is not resolved after performing the Print Head Deep Cleaning, turn off the machine and perform another Print Head Deep Cleaning after 24 hours.
- If the problem is not resolved after performing the Print Head Deep Cleaning twice:
Ink may have run out. Replace the FINE cartridge.

Check3 When a FINE cartridge runs out of ink, replace it with a new one.

Check4 When using paper with one printable surface, make sure that the paper is loaded with the printable side facing up.

Load paper with the printable side facing up.

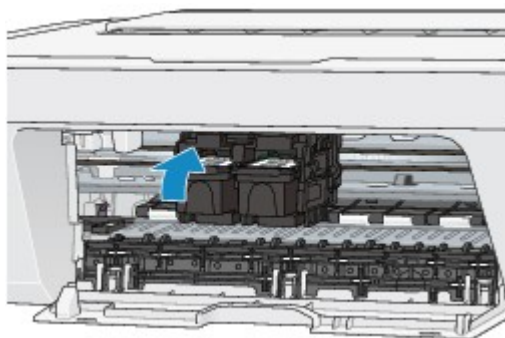
Refer to the instruction manual supplied with the paper for detailed information on the printable side.

Check5 Is the FINE cartridge installed properly?

If the FINE cartridge is not installed securely, ink may not be ejected correctly.

Retract the output tray extension and the paper output tray, open the cover, then remove the FINE cartridges.

Then install the FINE cartridges again. Push the FINE cartridge until it clicks into place.



After confirming that the FINE cartridge is installed properly, close the cover.

When copying, see also the sections below:

Check6 Is the platen glass dirty?

Clean the platen glass.

➔ [Cleaning the Platen Glass and Document Cover](#)

Check7 Make sure that the original is properly loaded on the platen glass.

➔ [Loading Originals](#)

Check8 Is the original loaded with the side to be copied facing down on the platen glass?

Check9 Did you copy a printout done by this machine?

If you use a printout done by this machine as the original, print quality may be reduced depending on the condition of the original.

Reprint from the computer if you can reprint from it.

Colors Are Unclear

➔ Watch the movie

Check1 Is the Nozzle Check Pattern printed properly?

Print the Nozzle Check Pattern to determine whether the ink ejects properly from the print head nozzles.

Refer to [When Printing Becomes Faint or Colors Are Incorrect](#) for the Nozzle Check Pattern printing, Print Head Cleaning, and Print Head Deep Cleaning.

- If the Nozzle Check Pattern is not printed correctly:
After performing the Print Head Cleaning, print the Nozzle Check Pattern and examine the pattern.
- If the problem is not resolved after performing the Print Head Cleaning twice:
Perform the Print Head Deep Cleaning.
If the problem is not resolved after performing the Print Head Deep Cleaning, turn off the machine and perform another Print Head Deep Cleaning after 24 hours.
- If the problem is not resolved after performing the Print Head Deep Cleaning twice:
Ink may have run out. Replace the FINE cartridge.

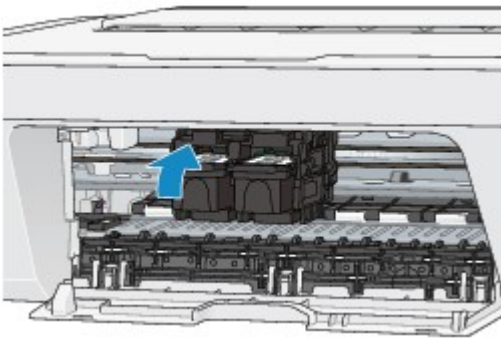
Check2 When a FINE cartridge runs out of ink, replace it with a new one.

Check3 Is the FINE cartridge installed properly?

If the FINE cartridge is not installed securely, ink may not be ejected correctly.

Retract the output tray extension and the paper output tray, open the cover, then remove the FINE cartridges.

Then install the FINE cartridges again. Push the FINE cartridge until it clicks into place.



After confirming that the FINE cartridge is installed properly, close the cover.

▶▶▶ Note

- Printed colors may not match screen colors due to basic differences in the methods used to produce colors. Color control settings and environmental differences can also affect how colors appear on the screen. Therefore, colors of printing results may be different from those on the screen.

Lines Are Misaligned



Check1 Did you confirm the paper and print quality settings?

➔ [Print Results Not Satisfactory](#)

Check2 Perform Print Head Alignment.

If printed lines are misaligned or print results are otherwise unsatisfactory, adjust the print head position.

➔ [Aligning the Print Head](#)

➤➤ Note

- If the problem is not resolved after performing the Print Head Alignment, perform Print Head Alignment manually referring to [Aligning the Print Head Position from Your Computer](#).

Check3 Increase the print quality and try printing again.

Increasing the print quality in the printer driver may improve the print result.

Printed Paper Curls or Has Ink Blots

Printed Paper Has Ink Blots



Printed Paper Curls



Check1 Did you confirm the paper and print quality settings?

➔ [Print Results Not Satisfactory](#)

Check2 If the intensity is set high, reduce the intensity setting and try printing again.

If you are using plain paper to print images with high intensity, the paper may absorb too much ink and become wavy, causing paper abrasion.

You can confirm the intensity using the printer driver.

➔ [Adjusting Intensity](#)

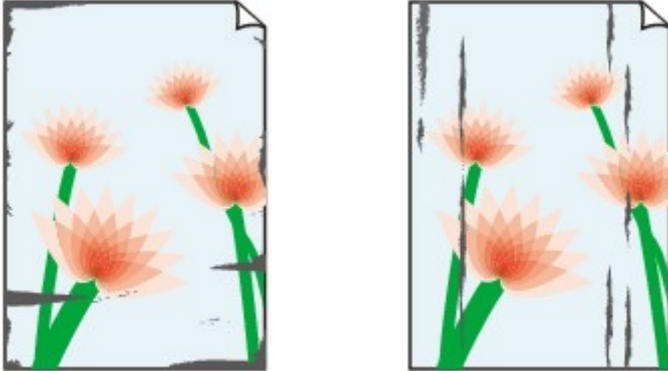
Check3 Is Photo Paper used for printing photographs?

When printing data with high color saturation such as photographs or images in deep color, we recommend using Photo Paper Plus Glossy II or other Canon speciality paper.

➔ [Media Types You Can Use](#)

Paper Is Smudged/Printed Surface Is Scratched

❖ Paper Is Smudged



The Edges of Paper Are Smudged Printed Surface Is Smudged



❖ Printed Surface Is Scratched

Check1 Did you confirm the paper and print quality settings?

➔ [Print Results Not Satisfactory](#)

Check2 Is the appropriate type of paper used? Check the followings:

Check to see if the paper you are printing on is suitable for your printing purpose.

➔ [Media Types You Can Use](#)

Check3 Load the paper after correcting its curl.

We recommend putting unused paper back into the package and keeping it on a level surface.

• For Plain Paper

Turn the paper over and reload it to print on the other side.

Leaving the paper loaded on the rear tray for a long time may cause the paper to curl. In this case, load the paper with the other side facing up. It may resolve the problem.

• For Other Paper

If the curl on the four corners of the paper is more than 0.1 inch / 3 mm (A) in height, the paper may be smudged or may not be fed properly. In such cases, follow the procedure described below to correct the paper curl.



1. Roll up the paper in the opposite direction to the paper curl as shown below.

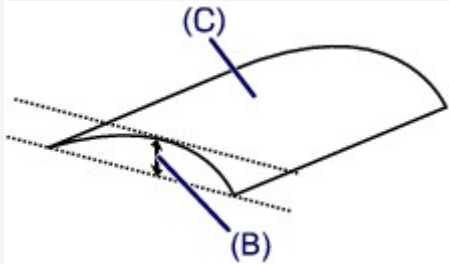


2. Check that the paper is now flat.

We recommend printing curl-corrected paper one sheet at a time.

▶▶▶ Note

- Depending on the media type, the paper may be smudged or may not be fed properly even if it is not curled inward. In such cases, follow the procedure described below to curl the paper outward within 0.1 inch / 3 mm (B) in height before printing. This may improve the print result.



(C) Printing side

We recommend printing paper that has been curled outward one sheet at a time.

Check4 If the intensity is set high, reduce the intensity setting and try printing again.

If you are using plain paper to print images with high intensity, the paper may absorb too much ink and become wavy, causing paper abrasion.

Reduce the intensity setting in the printer driver and try printing again.

1. Open the Print dialog.

➔ [How to Open the Printer Driver Setup Window](#)

2. Select **Color Options** in the pop-up menu.

3. Drag the **Intensity** slide bar to set the intensity.

Check5 Is printing performed beyond the recommended printing area?

If you are printing beyond the recommended printing area of your printing paper, the lower edge of the paper may become stained with ink.

Resize your original document in your application software.

➔ [Printing Area](#)

Check6 Is the platen glass dirty?

Clean the platen glass.

➔ [Cleaning the Platen Glass and Document Cover](#)

Check7 Is the paper feed roller dirty?

Clean the paper feed roller.

➔ [Cleaning the Paper Feed Roller](#)

▶▶▶ Note

- Cleaning the paper feed roller will wear the roller, so perform this procedure only when necessary.

Check8 Is the inside of the machine dirty?

When performing duplex printing, the inside of the machine may become stained with ink, causing the printout to become smudged.

Perform the Bottom Plate Cleaning to clean the inside of the machine.

➔ [Cleaning the Inside of the Machine \(Bottom Plate Cleaning\)](#)

▶▶▶ Note

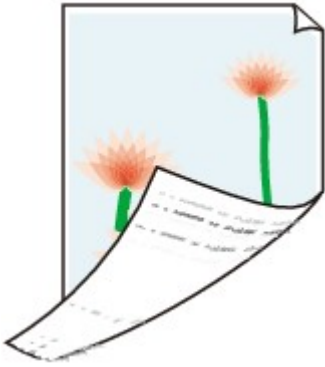
- To prevent the inside of the machine from stains, set the paper size correctly.

Check9 Set the time to dry the printed surface longer.

Doing so gives the printed surface enough time to dry so that paper smudged and scratched are prevented.

1. Make sure that the machine is turned on.
2. Open the Canon IJ Printer Utility.
➔ [Opening the Canon IJ Printer Utility](#)
3. Select **Custom Settings** in the pop-up menu.
4. Drag the **Ink Drying Wait Time**: slide bar to set the wait time, and then click **Apply**.
5. Confirm the message and click **OK**.

Back of the Paper Is Smudged



Check1 Did you confirm the paper and print quality settings?

➔ [Print Results Not Satisfactory](#)

Check2 Perform the Bottom Plate Cleaning to clean the inside of the machine.

➔ [Cleaning the Inside of the Machine \(Bottom Plate Cleaning\)](#)

▶▶▶ Note

- When performing duplex printing or too much printing, the inside may become stained with ink.

Colors Are Uneven or Streaked

❖ Colors Are Uneven



❖ Colors Are Streaked



➔ Watch the movie

Check1 Did you confirm the paper and print quality settings?

➔ [Print Results Not Satisfactory](#)

Check2 Print the Nozzle Check Pattern and perform any necessary maintenance operations such as Print Head Cleaning.

Print the Nozzle Check Pattern to determine whether the ink ejects properly from the print head nozzles.

Refer to [When Printing Becomes Faint or Colors Are Incorrect](#) for the Nozzle Check Pattern printing, Print Head Cleaning, and Print Head Deep Cleaning.

- If the Nozzle Check Pattern is not printed correctly:
After performing the Print Head Cleaning, print the Nozzle Check Pattern and examine the pattern.
- If the problem is not resolved after performing the Print Head Cleaning twice:
Perform the Print Head Deep Cleaning.
If the problem is not resolved after performing the Print Head Deep Cleaning, turn off the machine and perform another Print Head Deep Cleaning after 24 hours.
- If the problem is not resolved after performing the Print Head Deep Cleaning twice:
Ink may have run out. Replace the FINE cartridge.

Check3 Perform Print Head Alignment.

➔ [Aligning the Print Head](#)

➔➔ Note

- If the problem is not resolved after performing the Print Head Alignment, perform Print Head Alignment manually referring to [Aligning the Print Head Position from Your Computer](#).

Ink Is Not Ejected

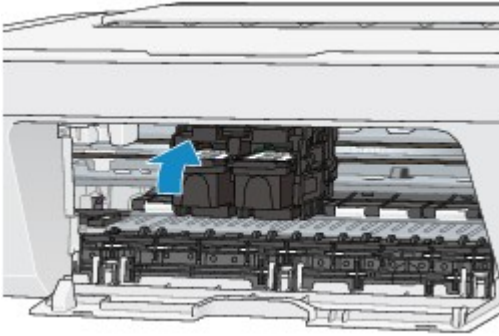
Check1 When a FINE cartridge runs out of ink, replace it with a new one.

Check2 Is the FINE cartridge installed properly?

If the FINE cartridge is not installed securely, ink may not be ejected correctly.

Retract the output tray extension and the paper output tray, open the cover, then remove the FINE cartridges.

Then install the FINE cartridges again. Push the FINE cartridge until it clicks into place.



After confirming that the FINE cartridge is installed properly, close the cover.

Check3 Are the print head nozzles clogged?

Print the Nozzle Check Pattern to determine whether the ink ejects properly from the print head nozzles.

Refer to [When Printing Becomes Faint or Colors Are Incorrect](#) for the Nozzle Check Pattern printing, Print Head Cleaning, and Print Head Deep Cleaning.

- If the Nozzle Check Pattern is not printed correctly:
After performing the Print Head Cleaning, print the Nozzle Check Pattern and examine the pattern.
- If the problem is not resolved after performing the Print Head Cleaning twice:
Perform the Print Head Deep Cleaning.
If the problem is not resolved after performing the Print Head Deep Cleaning, turn off the machine and perform another Print Head Deep Cleaning after 24 hours.
- If the problem is not resolved after performing the Print Head Deep Cleaning twice:
Ink may have run out. Replace the FINE cartridge.

Problems with Scanning

- ➔ [Problems with Scanning](#)
- ➔ [Scan Results Not Satisfactory](#)

Problems with Scanning

- Scanner Does Not Work
- Scanner Driver Does Not Start
- Error Message Appears and the Scanner Driver Screen Does Not Appear
- Cannot Scan Multiple Items at One Time
- Cannot Scan Properly with Auto Scan
- Slow Scanning Speed
- "There is not enough memory." Message Is Displayed
- Computer Stops Operating during Scanning
- Scanned Image Does Not Open

Scanner Does Not Work

Check 1: Make sure that your scanner or printer is turned on.

Check 2: Connect the USB cable to a different USB port on the computer.

Check 3: If the USB cable is connected to a USB hub, remove it from the USB hub and connect it to a USB port on the computer.

Check 4: Restart the computer.

Scanner Driver Does Not Start

Check 1: Make sure that the scanner driver is installed.

If not installed, install the scanner driver from the web page.

Check 2: Select your scanner or printer on the application's menu.

»» Note

- The operation may differ depending on the application.

Check 3: Make sure that the application supports the ICA (Image Capture Architecture) driver.

You cannot start the scanner driver from applications not supporting the ICA driver.

Check 4: Scan and save images with IJ Scan Utility and open the files in your application.

Error Message Appears and the Scanner Driver Screen Does Not Appear

Check 1: Make sure that your scanner or printer is turned on.

Check 2: Turn off your scanner or printer, then reconnect the USB cable and replug the power cord.

Check 3: Connect the USB cable to a different USB port on the computer.

Check 4: If the USB cable is connected to a USB hub, remove it from the USB hub and connect it to a USB port on the computer.

Check 5: Make sure that the scanner driver is installed.

If not installed, install the scanner driver from the web page.

Check 6: Select your scanner or printer on the application's menu.

►► Note

- The operation may differ depending on the application.

Check 7: Make sure that the application supports the ICA driver.

You cannot start the scanner driver from applications not supporting the ICA driver.

Check 8: Exit the scanner driver if it is running on another application.

Cannot Scan Multiple Items at One Time

Check 1: Make sure that the items are placed correctly.

→ [Placing Items \(When Scanning from a Computer\)](#)

Check 2: Check if you can properly scan one item.

Some applications do not support multiple image scanning. In that case, scan each item individually.

Cannot Scan Properly with Auto Scan

Check 1: Make sure that the items are placed correctly.

→ [Placing Items \(When Scanning from a Computer\)](#)

Check 2: Multiple items scanning may not be supported.

Some applications do not support multiple image scanning. In that case, scan each item individually.

Slow Scanning Speed

Check 1: To view the image on a monitor, set the output resolution to around 150 dpi. To print, set it to around 300 dpi.

➔ [Resolution](#)

Check 2: Set Fading Correction, Grain Correction, etc. to None.

Refer to "[Image Corrections and Color Adjustments](#)" for details.

Check 3: In IJ Scan Utility, deselect the Correct slanted text document / Detect the orientation of text document and rotate image checkbox and scan again.

➔ [Settings \(Document Scan\) Dialog](#)

➔ [Settings \(Custom Scan\) Dialog](#)

"There is not enough memory." Message Is Displayed

Check 1: Exit other applications and try again.

Check 2: Reduce the resolution or output size and scan again.

➔ [Resolution](#)

Computer Stops Operating during Scanning

Check 1: Restart the computer, reduce the output resolution and scan again.

➔ [Resolution](#)

Check 2: Delete unnecessary files to obtain sufficient free hard disk space, then scan again.

Error message may appear if there is not enough hard disk space to scan and save, when the image size is too large (such as when scanning a large item at high resolution).

Check 3: In Folder to Save Temporary Files of IJ Scan Utility, specify a folder on a drive with sufficient free space.

➔ [Settings \(General Settings\) Dialog](#)

Check 4: Multiple devices may be connected to USB ports.

Disconnect devices other than your scanner or printer.

Scanned Image Does Not Open

Check: If the data format is not supported by the application, scan the image again and select a popular data format such as JPEG when saving it.

Refer to the application's manual for details. If you have any questions, contact the manufacturer of the application.

Scan Results Not Satisfactory

- Scan Quality (Image Displayed on the Monitor) Is Poor
- Scanned Image Is Surrounded by Extra White Areas
- Cannot Scan at the Correct Size
- Item Is Placed Correctly, but the Scanned Image Is Slanted
- Scanned Image Is Enlarged (Reduced) on the Computer Monitor

Scan Quality (Image Displayed on the Monitor) Is Poor

Check 1: Increase the scanning resolution if the image is jagged.

➔ [Resolution](#)

Check 2: Set the display size to 100 %.

Some applications do not display images clearly if the display size is too small.

Check 3: If moire (stripe pattern) appears, take the following measures and scan again.

- Set one of the following settings in the **Settings (Document Scan)** dialog, **Settings (Custom Scan)** dialog, or **Settings (Scan and Stitch)** dialog of IJ Scan Utility, then scan from the IJ Scan Utility main screen.
 - Set **Select Source** to **Magazine** and set **Color Mode** to **Color**
 - Select the **Reduce moire** checkbox in **Image Processing Settings**
 - ➔ [Settings \(Document Scan\) Dialog](#)
 - ➔ [Settings \(Custom Scan\) Dialog](#)
 - ➔ [Settings \(Scan and Stitch\) Dialog](#)
- Click **Driver** in the IJ Scan Utility main screen, then set one of the following settings.
 - Select **Magazine** for **Image Adjustment**
 - Select the **Descreen** checkboxRefer to "[Image Corrections and Color Adjustments](#)" for details.

▶▶▶ Note

- If moire appears when you scan a digital print photo, take the above measures and scan again.

Check 4: Clean the platen and document cover.

Check 5: If the item is in poor condition (dirty, faded, etc.), click Driver in the IJ Scan Utility main screen, then set Reduce Dust, Fading Correction, Grain Correction, etc.

Refer to "[Image Corrections and Color Adjustments](#)" for details.

Check 6: If the color tone of images is different from the original document, take the following measures and scan again.

- Click **Driver** in the IJ Scan Utility main screen, then set **Image Adjustment** to **None**.

Refer to ["Image Corrections and Color Adjustments"](#) for details.

Scanned Image Is Surrounded by Extra White Areas

Check: Specify the scan area.

You can also manually specify the scan area in thumbnail view or when there are white margins along the item (for example, in photos), or when you want to create custom cropping frames.

➔ [Adjusting Cropping Frames in the Image Stitch Window](#)

Cannot Scan at the Correct Size

Check: Make sure that the items are placed correctly.

→ [Placing Items \(When Scanning from a Computer\)](#)

Item Is Placed Correctly, but the Scanned Image Is Slanted

Check: When Document or Magazine is selected for the item type, deselect the Correct slanted text document checkbox and scan the item again.

→ [Settings \(Document Scan\) Dialog](#)

→ [Settings \(Custom Scan\) Dialog](#)

Scanned Image Is Enlarged (Reduced) on the Computer Monitor

Check 1: Change the display setting in the application.

Refer to the application's manual for details. If you have any questions, contact the manufacturer of the application.

Check 2: Click Driver in the IJ Scan Utility main screen, then change the resolution setting and scan again.

The higher the resolution, the larger the resulting image will be.

➔ [Resolution](#)

Problems with the Machine

- ➔ [The Machine Cannot Be Powered On](#)
- ➔ [The Machine Turns Off Unintendedly](#)
- ➔ [Cannot Connect to Computer Properly](#)
- ➔ [FINE Cartridge Holder Does Not Move to the Position for Replacing](#)

The Machine Cannot Be Powered On

Check1 Press the **ON** button.

Check2 Make sure that the power plug is securely plugged into the power cord connector of the machine, then turn it back on.

Check3 Unplug the machine from the power supply, then plug the machine back in and turn the machine back on after leaving it for at least 2 minutes.

If the problem is not resolved, contact the service center.

The Machine Turns Off Unintendedly

Check Deactivate the setting to turn the unit off automatically.

The machine turns off automatically according to the elapsed time you specified if you activate the setting to turn the unit off automatically.

If you do not want the machine to turn off automatically, open Canon IJ Printer Utility, select **Power Settings** in the pop-up menu, then select **Disable** for **Auto Power Off** on **Auto Power**.

Note

- You can activate the setting to turn the machine on/off automatically from the operation panel of the machine.

➡ [Turning on/off the Machine Automatically](#)

Cannot Connect to Computer Properly

Printing or Scanning Speed Is Slow/Hi-Speed USB Connection Does Not Work

If your system environment is not fully compatible with Hi-Speed USB, the machine will operate at a lower speed provided under USB 1.1. In this case, the machine operates properly but printing or scanning speed may slow down due to communication speed.

Check

Check the following to make sure that your system environment supports Hi-Speed USB connection.

- Does the USB port on your computer support Hi-Speed USB connection?
- Does the USB cable or the USB hub support Hi-Speed USB connection?

Be sure to use a certified Hi-Speed USB cable. We recommend that the cable is no longer than around 10 feet / 3 meters.

- Does the operating system of your computer support Hi-Speed USB connection?

Obtain and install the latest update for your computer.

- Does the Hi-Speed USB driver operate properly?

Obtain the latest version of the Hi-Speed USB driver compatible with your hardware and reinstall it on your computer.

Important

- For details on Hi-Speed USB of your system environment, contact the manufacturer of your computer, USB cable, or USB hub.

FINE Cartridge Holder Does Not Move to the Position for Replacing

Check1 Is the **ON** lamp off?

Check if the **ON** lamp is lit.

The FINE cartridge holder will not move unless the power is on. If the **ON** lamp is off, close the cover and turn the machine on.

Check2 Is the **Alarm** lamp flashing?

Close the cover, confirm the number of times the **Alarm** lamp is flashing, take the appropriate action to resolve the error, and then reopen it. For details on how to resolve the error, see [Support Code List](#).

Check3 Has the cover been left open for 10 minutes or longer?

If the cover is left open for more than 10 minutes, the FINE cartridge holder moves to the position to protect it to prevent the print head from drying out. Close and reopen the cover to return the FINE cartridge holder to the position for replacing.

Check4 Has the machine been printing continuously for a long period?

If the machine has been printing continuously for a long time, the FINE cartridge holder may not move to the position for replacing since the print head may overheat.

▶▶▶ Note

- Do not open the cover while printing is in progress; otherwise, an error occurs.

Problems with Installation/Downloading

➔ [Cannot Install the MP Drivers](#)

Cannot Install the MP Drivers

Reinstall the MP Drivers.

When you reinstall the MP Drivers, install the MP Drivers from our website.

About Errors/Messages Displayed

- ➔ [If an Error Occurs](#)
- ➔ [A Message Is Displayed](#)

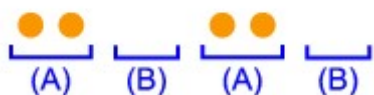
If an Error Occurs

When an error occurs in printing such as the machine is out of paper or paper is jammed, a troubleshooting message is displayed automatically. Take the appropriate action described in the message.

When an error occurs, the **Alarm** lamp flashes orange and a Support Code (error number) is displayed on the computer screen. For some errors, the **ON** lamp and the **Alarm** lamp flashes alternately. Check the status of the lamps and the message, then take the appropriate action to resolve the error.

Support Code Corresponding to the Number of Flashes of the Alarm Lamp

Example of 2 times flashing:



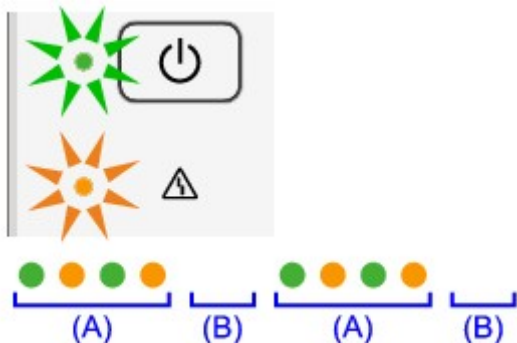
(A) Flashes

(B) Goes off

Number of flashes	Cause	Support Code
2 flashes	There is no paper in the rear tray.	1000
3 flashes	The cover is opened while printing is in progress.	1203
	Paper is jammed in the paper output slot.	1300
4 flashes	The FINE cartridge is not installed properly.	1687
5 flashes	The FINE cartridge is not installed.	1401
	Appropriate FINE cartridge is not installed.	1403 , 1485
8 flashes	The ink absorber is almost full.	1700 , 1701
9 flashes	The protective material for the FINE cartridge holder or the tape may remain attached to the holder.	1890
11 flashes	Paper type and paper size settings are incorrect.	4102
12 flashes	You cannot print the contents on CREATIVE PARK PREMIUM.	4100
13 flashes	The ink may have run out.	1686
14 flashes	The FINE cartridge cannot be recognized.	1684
15 flashes	The FINE cartridge cannot be recognized.	1682
16 flashes	The ink has run out.	1688

Support Code Corresponding to the Number of Alternate Flashes of the ON Lamp and the Alarm Lamp

Example of 2 times flashing:

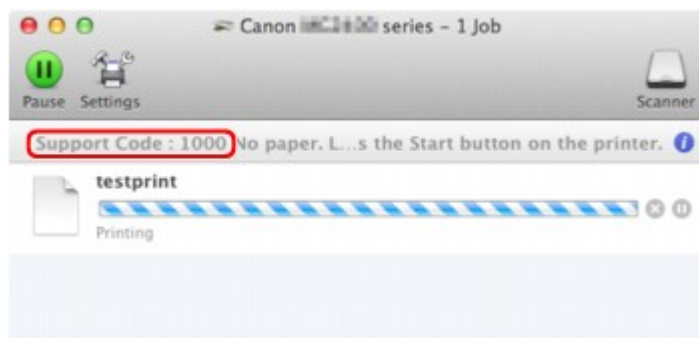


(A) Flashes

(B) Goes off

Number of flashes	Cause	Support Code
2 flashes	Printer error has occurred.	5100
7 flashes	Printer error has occurred.	5B00 , 5B01
10 flashes	An error requiring you to contact the service center has occurred.	B200 , B201
Other cases than above	Printer error has occurred.	5011 , 5012 , 5200 , 5400 , 6000 , 6800 , 6801 , 6930 , 6931 , 6932 , 6933 , 6936 , 6937 , 6938 , 6940 , 6941 , 6942 , 6943 , 6944 , 6945 , 6946

• When a Support Code and a message are displayed on the computer screen:



* The screen differs depending on the OS you are using.

▶▶▶ Note

- You can confirm the actions against errors with Support Codes on your computer by searching a Support Code.

➡ [Click Here to Search](#)

For details on how to resolve errors without Support Codes, see [A Message Is Displayed](#).

A Message Is Displayed

This section describes some of the errors or messages.

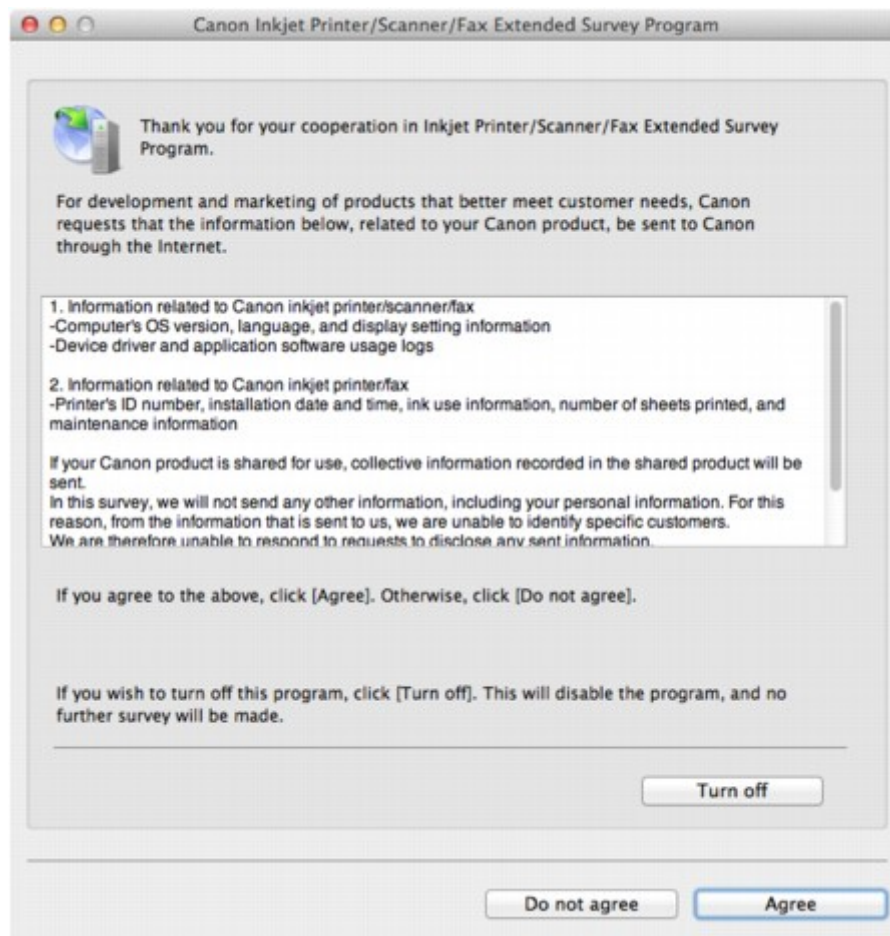
»» Note

- A Support Code (error number) is displayed on the computer for some error or message. For details on errors with Support Codes, refer to [Support Code List](#).

The Inkjet Printer/Scanner/Fax Extended Survey Program Icon Appears

If the Inkjet Printer/Scanner/Fax Extended Survey Program is installed, the printer and application software usage information is scheduled to be sent every month for about ten years. The **Inkjet Printer/Scanner/Fax Extended Survey Program** icon appears in the Dock when it is time to send the printer usage information.

Read the instructions on the screen after clicking the icon, then follow the procedure below.



- **If you agree to participate in the survey program:**

Click **Agree**, then follow the on-screen instructions. The printer usage information will be sent via the Internet. If you have followed the on-screen instructions, the information will be sent automatically from the second time onward and the confirmation screen will not be displayed again.

»» Note

- If you deselect the **Send automatically from the next time** check box, the information will not be sent automatically from the second time onward and the **Inkjet Printer/Scanner/Fax Extended Survey Program** icon will appear in the Dock at the time of the next survey.

- **If you do not agree to participate in the survey program:**

Click **Do not agree**. The confirmation screen will be closed, and the survey at that time is skipped. The confirmation screen will be displayed again one month later.

- **To stop sending the information:**

Click **Turn off**. The Inkjet Printer/Scanner/Fax Extended Survey Program is stopped, and the information will not be sent. To resume the survey, see [Changing the setting:](#).

- **To uninstall the Inkjet Printer/Scanner/Fax Extended Survey Program:**

1. Stop the Inkjet Printer/Scanner/Fax Extended Survey Program.

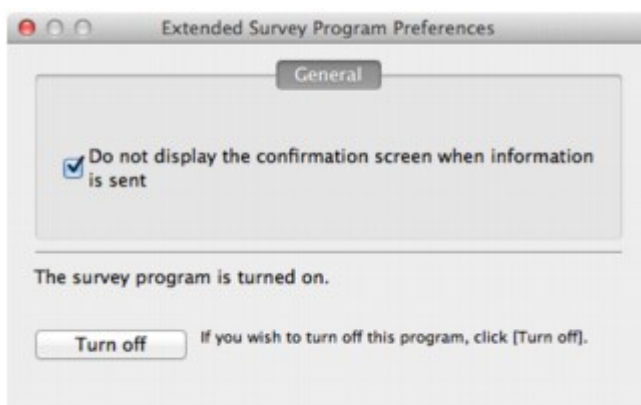
➔ [Changing the setting:](#)

2. Select **Applications** from the **Go** menu of Finder, and double-click the Canon Utilities folder, then the Inkjet Extended Survey Program folder.
3. Place the **Canon Inkjet Printer/Scanner/Fax Extended Survey Program.app** file into the **Trash**.
4. Restart the computer.
Empty the **Trash** and restart your computer.

- **Changing the setting:**

To display the confirmation screen every time the printer usage information is sent or to resume surveying, follow the procedure below.

1. Select **Applications** from the **Go** menu of Finder, and double-click the Canon Utilities folder, then the Inkjet Extended Survey Program folder.
2. Double-click the **Canon Inkjet Printer/Scanner/Fax Extended Survey Program** icon.



- **Do not display the confirmation screen when information is sent:**

If the check box is selected, the information will be sent automatically.

If the check box is not selected, the **Inkjet Printer/Scanner/Fax Extended Survey Program** icon will appear in the Dock at the time of the next survey. Click the icon, then follow the on-screen instructions.

- **Turn off/Turn on** button:

Click the **Turn off** button to stop the Inkjet Printer/Scanner/Fax Extended Survey Program.

Click the **Turn on** button to restart the Inkjet Printer/Scanner/Fax Extended Survey Program.

If You Cannot Resolve the Problem

If you cannot resolve the problem with any of the workarounds in this chapter, please contact the seller of the machine or the service center.

Canon support staff are trained to be able to provide technical support to satisfy customers.

Caution

- If the machine emits any unusual sound, smoke, or odor, turn it off immediately. Unplug the power cord from the outlet and contact the seller or the service center. Never attempt to repair or disassemble the machine yourself.
- Attempts by customers to repair or take apart the machine will invalidate any warranty regardless of whether the warranty has expired.

Before contacting the service center, confirm the following:

- Product name:
 - * Your machine's name is located on the front cover of the setup manual.
- Serial number: please refer to the setup manual
- Details of the problem
- What you tried to solve the problem, and what happened

Support Code List

The support code appears on the computer screen when an error occurs.

"Support Code" means the error number and appears with an error message.

When an error occurs, check the support code displayed on the computer screen and take the appropriate action.

Support Code Appears on the Computer Screen

- **1000 to 1ZZZ**

[1000](#) [1200](#) [1203](#) [1300](#) [1401](#) [1403](#)

[1485](#) [1682](#) [1684](#) [1686](#) [1687](#) [1688](#)

[1700](#) [1701](#) [1890](#)

- **2000 to 2ZZZ**

[2900](#) [2901](#)

- **4000 to 4ZZZ**

[4100](#) [4102](#)

- **5000 to 5ZZZ**

[5011](#) [5012](#) [5100](#) [5200](#) [5400](#) [5B00](#)

[5B01](#)

- **6000 to 6ZZZ**

[6000](#) [6800](#) [6801](#) [6930](#) [6931](#) [6932](#)

[6933](#) [6936](#) [6937](#) [6938](#) [6940](#) [6941](#)

[6942](#) [6943](#) [6944](#) [6945](#) [6946](#)

- **A000 to ZZZZ**

[B200](#) [B201](#)

About the support code for paper jam, you can also refer to [Support Code List \(When Paper Is Jammed\)](#).

Support Code List (When Paper Is Jammed)

If the paper is jammed, remove it following the procedure appropriate for each case.

➡ Watch the movie (Windows)

➡ Watch the movie (Mac)

- If you can see the jammed paper at the paper output slot or the rear tray:

➡ [1300](#)

- If the paper tears and you cannot remove it from the paper output slot or from the rear tray:

➡ [Paper Is Jammed inside the Machine](#)

- Cases other than above:

➡ [In Other Cases](#)

1300

Cause

Paper is jammed in the paper output slot or in the rear tray.

Action

Remove the jammed paper following the procedure below.

➡ Watch the movie (Windows)

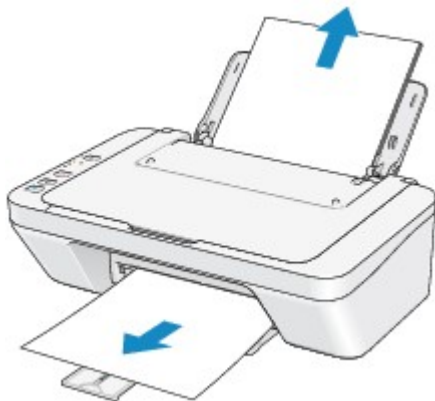
➡ Watch the movie (Mac)

➤➤➤ Note

- If you need to turn off the machine to remove jammed paper during printing, press the **Stop** button to cancel print jobs before turning off the machine.

1. Pull the paper out slowly, either from the rear tray or from the paper output slot, whichever is easier.

Hold the paper with your hands, then pull the paper out slowly not to tear it.



➤➤➤ Note

- If you cannot pull the paper out, turn the machine off and turn it back on. The paper may be ejected automatically.
- If the paper tears and you cannot remove the jammed paper from the paper output slot or the rear tray, remove the paper from inside the machine.

➡ [Paper Is Jammed inside the Machine](#)

2. Reload the paper, and press the machine's **Black** or **Color** button.

If you turned off the machine in step 1, all print jobs in the queue are canceled. Reprint if necessary.

➤➤➤ Note

- When reloading the paper, confirm that you are using the paper suited for printing and are loading it correctly.
- We recommend you use paper other than A5 sized one to print documents with photos or graphics; otherwise, the printout may curl and cause paper exit jams.

If you cannot remove the paper or the paper tears inside the machine, or if the paper jam error continues after removing the paper, contact the service center.

Paper Is Jammed inside the Machine

If the jammed paper tears and you cannot remove the paper either from the paper output slot or from the rear tray, or if the jammed paper remains inside the machine, remove the paper following the procedure below.

➔ Watch the movie (Windows)

➔ Watch the movie (Mac)

▶▶▶ Note

- If you need to turn off the machine to remove jammed paper during printing, press the **Stop** button to cancel print jobs before turning off the machine.

1. Turn off the machine, and unplug the power cord of the machine from the power supply.
2. Retract the paper output tray, then open the cover.



▶▶▶ Important

- Do not touch the clear film (A).

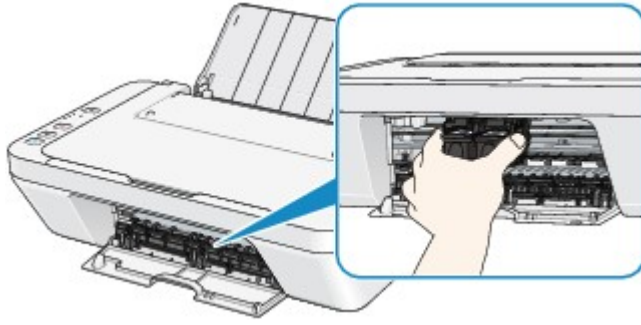


If the paper or your hands touch the clear film and blot or scratch it, the machine can be damaged.

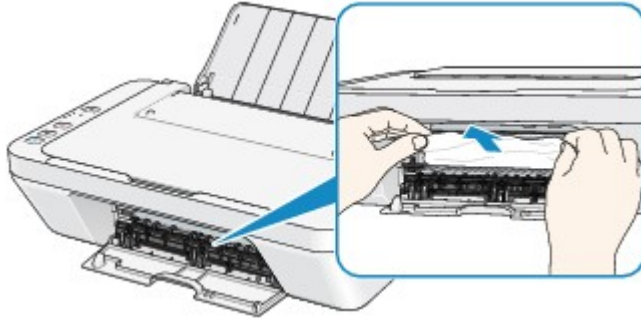
3. Make sure that the jammed paper is not under the FINE cartridge holder.

If the jammed paper is under the FINE cartridge holder, move the FINE cartridge holder to the right edge or the left edge whichever is easier to remove the paper.

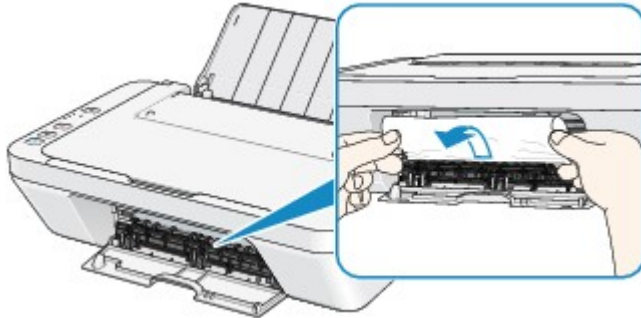
When you move the FINE cartridge holder, hold the FINE cartridge holder and slide it slowly to the right edge or the left edge.



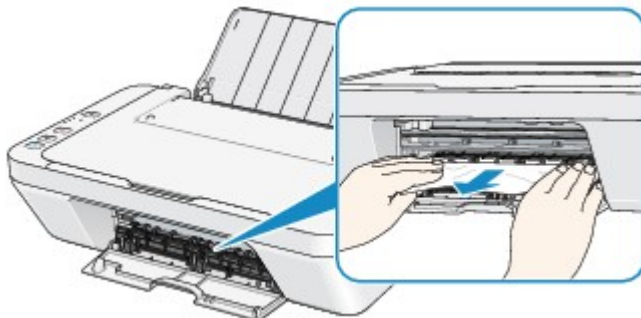
4. Hold the jammed paper with your hands.



If the paper is rolled up, pull it out.



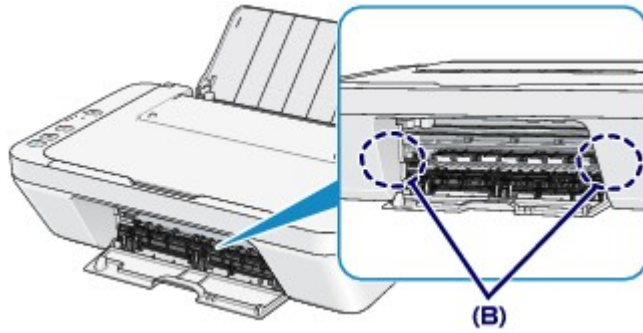
5. Pull the paper slowly not to tear it, then pull the paper out.



6. Make sure that all the jammed paper is removed.

If the paper is torn, a piece of paper may remain inside the machine. Check the following and remove the piece of paper if it remains.

- Does the piece of paper remain under the FINE cartridge holder?
- Does the little piece of paper remain inside the machine?
- Does the piece of paper remain in the right side or the left side space (B) inside the machine?



7. Close the cover.

All print jobs in the queue are canceled. Reprint if necessary.

▶▶▶ Note

- When reloading the paper, confirm that you are using the paper suited for printing and are loading it correctly. If the message about paper jam is displayed on the computer screen when you resume printing after removing all the jammed paper, a piece of paper may remain inside the machine. In this case, confirm that no piece of paper remains inside the machine.

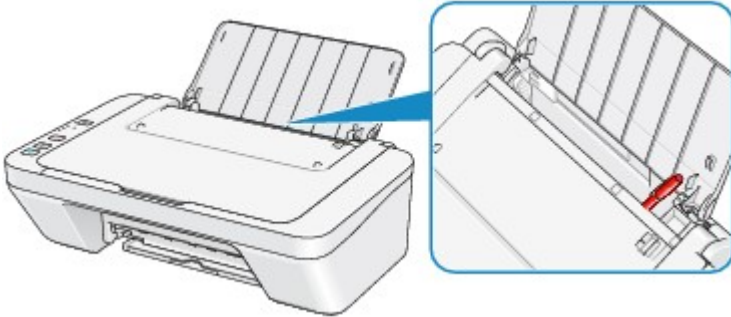
If you cannot remove the paper or the paper tears inside the machine, or if the paper jam error continues after removing the paper, contact the service center.

In Other Cases

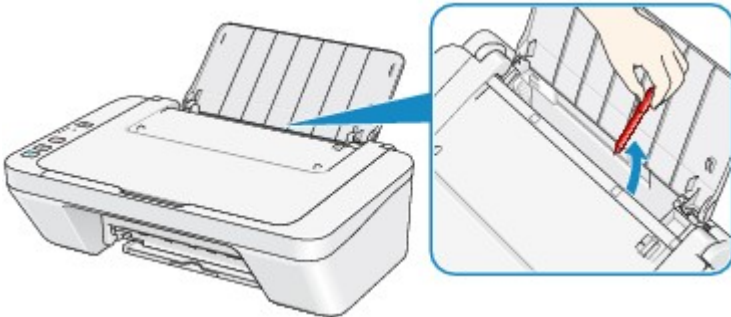
Make sure of the following:

Check1 Are there any foreign objects around the paper output slot?

Check2 Are there any foreign objects in the rear tray?



If there are any foreign objects in the rear tray, be sure to turn off the machine, unplug it from the power supply, then remove the foreign object.



Check3 Is the paper curled?

Load the paper after correcting its curl.

1000

Cause

There is no paper in the rear tray.

Action

Reload the paper on the rear tray and press the machine's **Black** or **Color** button.

1200

Cause

The cover is open.

Action

Close the cover and wait for a while.

Do not close it while you are replacing a FINE cartridge.

1203

Cause

The cover is opened while printing is in progress.

Action

If paper is left inside the machine, remove the paper slowly with both hands and close the cover.

Press the machine's **Black** or **Color** button to dismiss the error.

The machine ejects the blank paper and resumes printing from the next paper.

The machine will not reprint the page that was printed when the cover is opened. Try printing again.

►► Important

- Do not open or close the cover while printing is in progress, as this can damage the machine.

1401

Cause

The FINE cartridge is not installed.

Action

Install the FINE cartridge.

If the error is not resolved, the FINE cartridge may be damaged. Contact the service center.

1403

Cause

Appropriate FINE cartridge is not installed.

Action

Install the appropriate FINE cartridge.

If the error is not resolved, the FINE cartridge may be damaged. Contact the service center.

1485

Cause

Appropriate ink cartridge is not installed.

Action

Printing cannot be executed because the ink cartridge is not compatible with this machine.

Install the appropriate ink cartridge.

If you want to cancel printing, press the machine's **Stop** button.

1682

Cause

The FINE cartridge cannot be recognized.

Action

Replace the FINE cartridge.

If the error is not resolved, the FINE cartridge may be damaged. Contact the service center.

1684

Cause

The ink cartridge cannot be recognized.

Action

Printing cannot be executed because the ink cartridge may not be installed properly or may not be compatible with this machine.

Install the appropriate ink cartridge.

If you want to cancel printing, press the machine's **Stop** button.

1686

Cause

The ink may have run out.

Action

The function for detecting the remaining ink level will be disabled since the ink level cannot be correctly detected.

If you want to continue printing without this function, press the machine's **Stop** button for at least 5 seconds.

Canon recommends to use new genuine Canon cartridges in order to obtain optimum qualities.

Please be advised that Canon shall not be liable for any malfunction or trouble caused by continuation of printing under the ink out condition.

1687

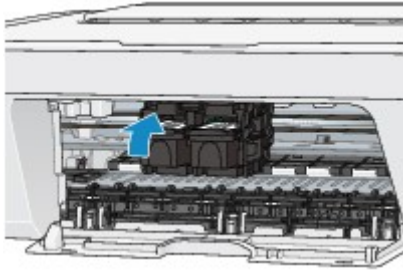
Cause

The FINE cartridge is not installed properly.

Action

Retract the output tray extension and the paper output tray, open the cover, then remove the FINE cartridges.

Then install the FINE cartridges again. Push the FINE cartridge until it clicks into place.



After installing, close the cover.

1688

Cause

The ink has run out.

Action

Replace the ink cartridge and close the cover.

If printing is in progress and you want to continue printing, press the machine's **Stop** button for at least 5 seconds with the ink cartridge installed. Then printing can continue under the ink out condition.

The function for detecting the remaining ink level will be disabled.

Replace the empty ink cartridge immediately after the printing. The resulting print quality is not satisfactory, if printing is continued under the ink out condition.

1700

Cause

The ink absorber is almost full.

Action

Press the machine's **Black** or **Color** button to continue printing. Contact the service center.

1701

Cause

The ink absorber is almost full.

Action

Press the machine's **Black** or **Color** button to continue printing. Contact the service center.

1890

Cause

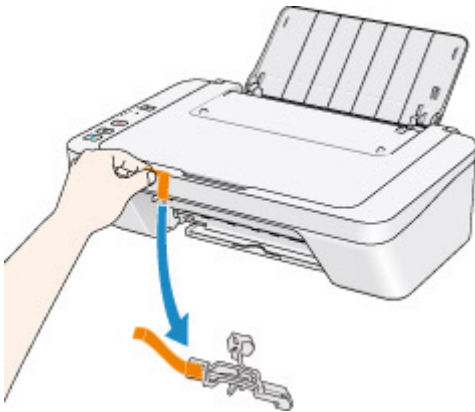
The protective material for the FINE Cartridge holder or the tape may remain attached to the holder.

Action

Make sure that the protective material or the tape does not remain attached to the FINE cartridge holder.

If you find the protective material or the tape remains attached, retract the output tray extension and the paper output tray to remove the protective material or the tape.

Pull down the tape to remove the protective material.



If the cover is open, close it.

If the problem is not resolved, contact the service center.

2900

Cause

Scanning the print head alignment sheet has failed.

Action

Press the machine's **Black** or **Color** button to dismiss the error. Check the following points, perform Automatic Print Head Alignment again.

- Make sure that the print head alignment sheet is set in the correct position and orientation on the platen glass.
- Make sure the platen glass and the print head alignment sheet are not dirty.
- Make sure the type and size of loaded paper is suitable for Automatic Print Head Alignment.
For Automatic Print Head Alignment, always load one sheet of A4 or Letter-sized plain paper.
- Make sure if print head nozzles are clogged.

Print the nozzle check pattern to check the status of the print head.

If the error is not resolved, perform Manual Print Head Alignment.

2901



Cause

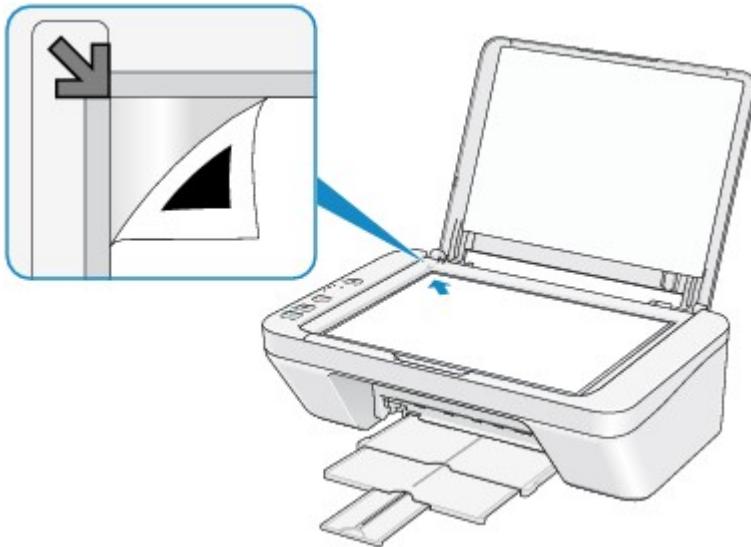
Printing of the print head alignment pattern is complete and the machine is in waiting for scanning the sheet.

Action

Proceed to scan the printed alignment pattern.

1. Load the print head alignment sheet on the platen glass.

Load the print head alignment sheet with the printed side facing down and align the mark  on the upper left corner of the sheet with the alignment mark .



2. Close the document cover gently, then press the machine's **Black** or **Color** button.

The machine starts scanning the print head alignment sheet, and the print head position will be adjusted automatically.

4100

Cause

The specified data cannot be printed.

Action

When you print the contents on CREATIVE PARK PREMIUM, confirm the message on the computer screen, make sure that genuine Canon FINE cartridges are all installed properly, then start printing again.

4102

Cause

The media type and paper size are not set correctly.

Action

Press the machine's **Stop** button, to cancel printing, change the media type or paper size setting, then print again.

- When the media type is set to **Photo Paper Plus Glossy II**:
Set the paper size to **4"x6" 10x15cm** (Windows)/**4 x 6** (Mac), or **5"x7" 13x18cm** (Windows)/**5 x 7** (Mac).
- When the media type is set to **Glossy Photo Paper**:
Set the paper size to **4"x6" 10x15cm** (Windows)/**4 x 6** (Mac).
- When the media type is set to **Envelope**:
Set the paper size to **Envelope Com 10** (Windows)/**Envelope #10** (Mac) or **Envelope DL** (Windows/Mac).

5011

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

5012

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

5100

Cause

Printer error has occurred.

Action

Cancel printing, turn off the machine. Then clear the jammed paper or protective material that is preventing the FINE cartridge holder from moving, and turn on the machine again.

If the problem is not resolved, contact the service center.

»» Important

- When you clear the jammed paper or protective material that is preventing the FINE cartridge holder from moving, be careful not to touch the components inside the machine. The machine may not print out properly if you touch it.

5200

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

5400

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

5B00

Cause

Printer error has occurred.

Action

Contact the service center.

5B01

Cause

Printer error has occurred.

Action

Contact the service center.

6000

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6800

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6801

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6930

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6931

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6932

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6933

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6936

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6937

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6938

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6940

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6941

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6942

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6943

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6944

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6945

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

6946

Cause

Printer error has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Plug the machine back in and turn the machine back on.

If the problem is not resolved, contact the service center.

B200

Cause

An error requiring you to contact the service center has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Contact the service center.

B201

Cause

An error requiring you to contact the service center has occurred.

Action

Turn off the machine, and unplug the power cord of the machine from the power supply.

Contact the service center.

Printing

- ➔ [Printing from a Computer](#)
- ➔ [Printing with Application Software that You are Using \(Printer Driver\)](#)

Printing from a Computer

➔ [Printing with Application Software that You are Using \(Printer Driver\)](#)

Printing with Application Software that You are Using (Printer Driver)

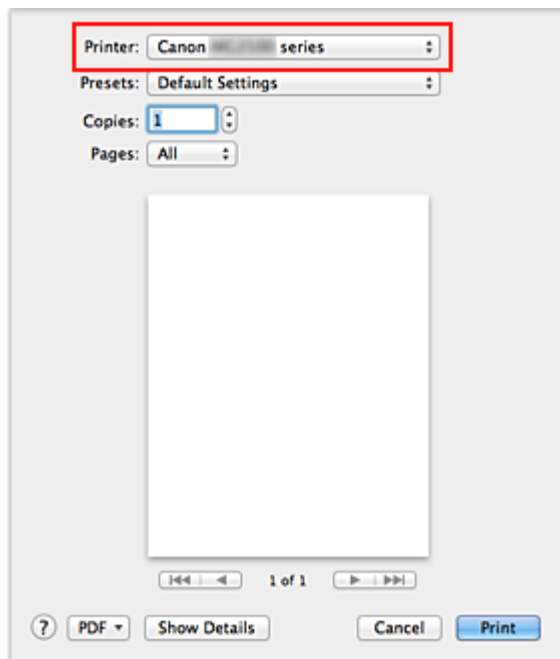
- Printing with Easy Setup 📄 **Basic**
- Various Printing Methods
- Changing the Print Quality and Correcting Image Data
- Overview of the Printer Driver
- Updating the Printer Driver
- Sharing the Printer on a Network

Printing with Easy Setup

The simple setup procedure for carrying out appropriate printing on this machine is as follows:

1. Check that the machine is turned on
2. Load paper on the machine
3. Select the printer

Select your model from the **Printer** list in the [Print Dialog](#).



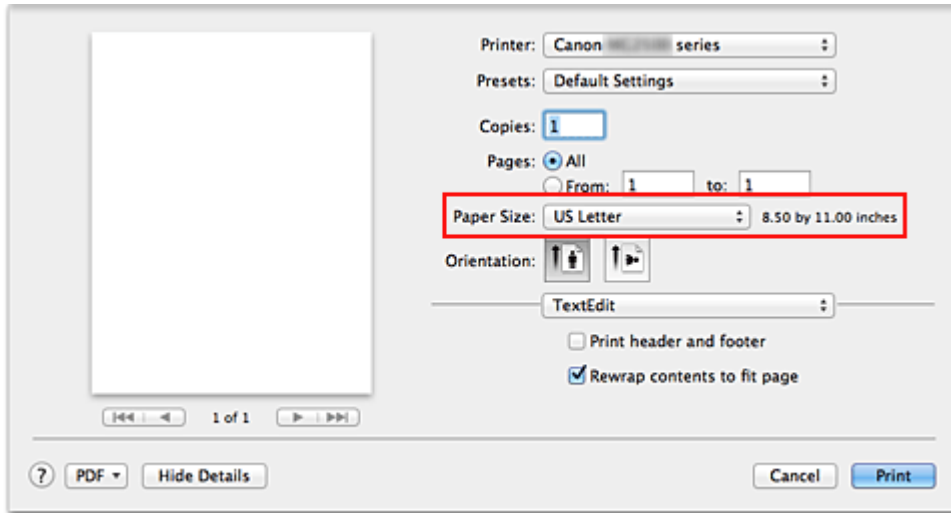
»»» Note

- Click **Show Details** (▼ (the disclosure triangle)) to switch the Setup window to the detailed display.

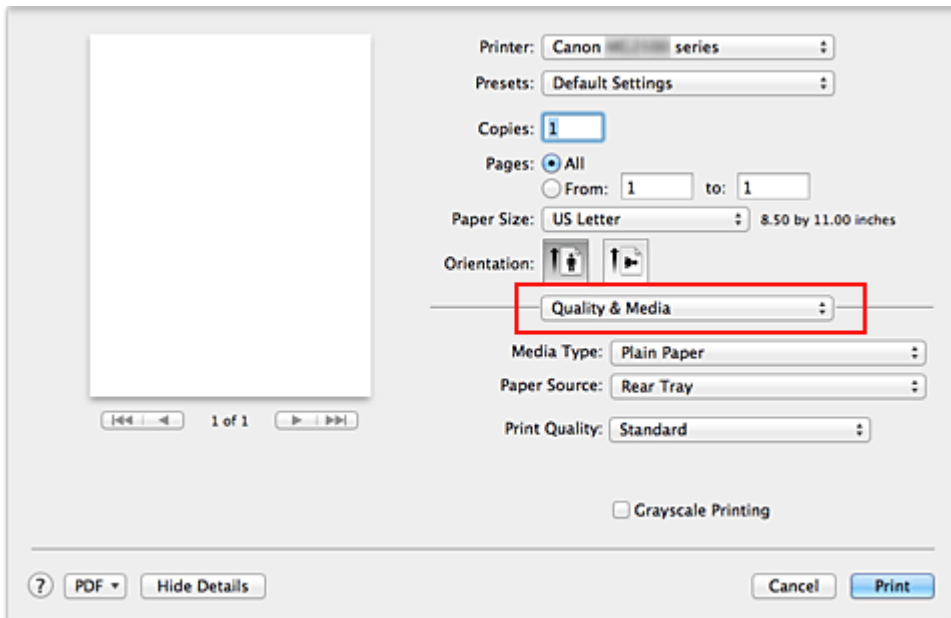
4. Select the paper size

For **Paper Size**, select the paper size to be used.

If necessary, set the number of copies, the pages to be printed, and the orientation.

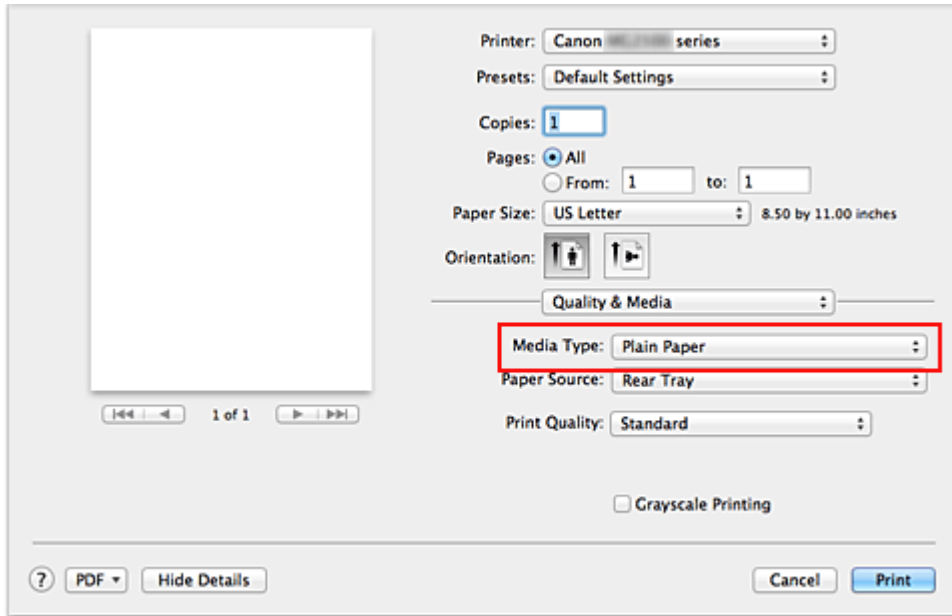


5. Select Quality & Media from the pop-up menu



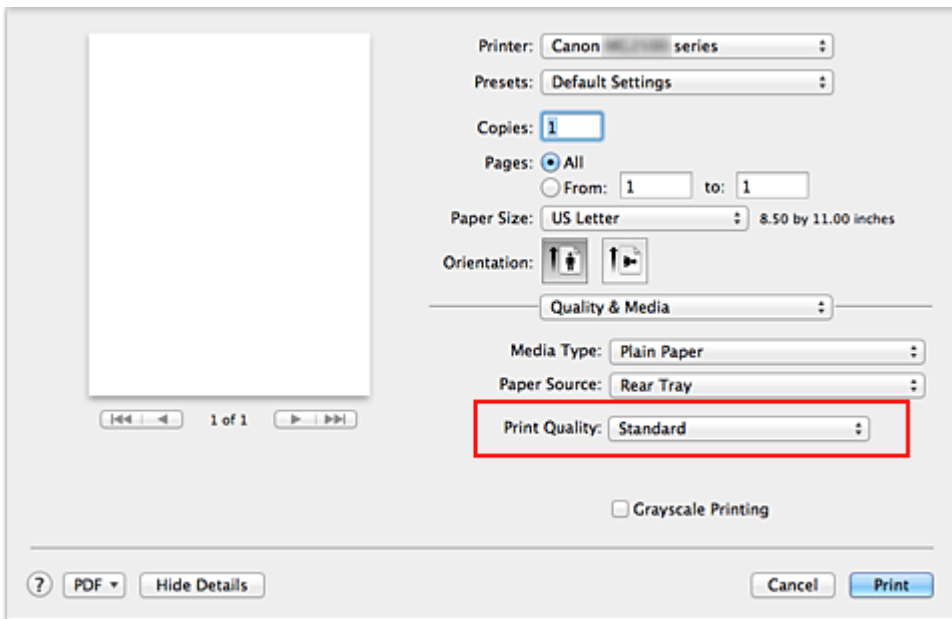
6. Select the media type

For **Media Type**, select the same paper type loaded in the machine.



7. Select the print quality

For **Print Quality**, select **High**, **Standard**, or **Draft** according to your purpose.



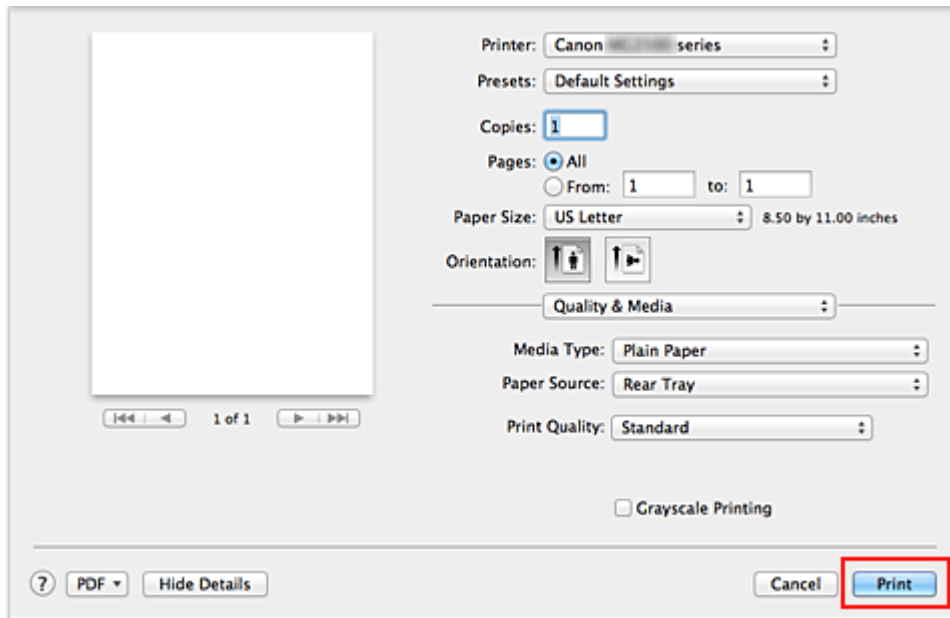
»»» Important

- The print quality settings that can be selected may differ depending on a printing profile.

8. Complete the setup

Click **Print**.

When you execute print, the document will be printed in accordance with the type and size of the media.



»» Important

- In the **Presets** section, click **Save Current Settings as Preset... (Save As...)** to register the specified settings.

Setting the Media Type with the Printer Driver

When you use this machine, selecting a media type that matches the print purpose will help you achieve the best print results.

You can use the following media types on this machine.

Commercially available papers

Media name	Media Type in the printer driver
Plain Paper (including recycled paper)	Plain Paper
Envelopes	Envelope

Canon genuine papers (Photo Printing)

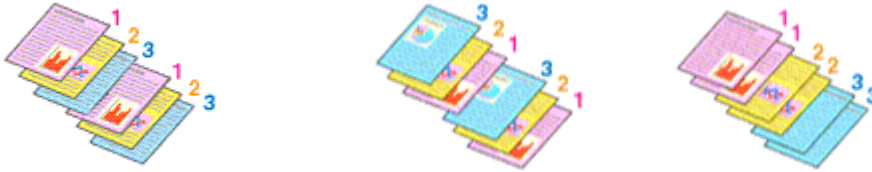
Media name <Model No.>	Media Type in the printer driver
Photo Paper Plus Glossy II <PP-201>	Photo Paper Plus Glossy II
Photo Paper Glossy <GP-501/GP-601>	Glossy Photo Paper

Various Printing Methods

- Setting the Number of Copies and Printing Order
- Setting the Stapling Margin
- Scaling the Printing to Fit the Paper Size
- Scaled Printing
- Page Layout Printing
- Displaying the Print Results before Printing
- Setting Paper Dimensions (Custom Size)

Setting the Number of Copies and Printing Order

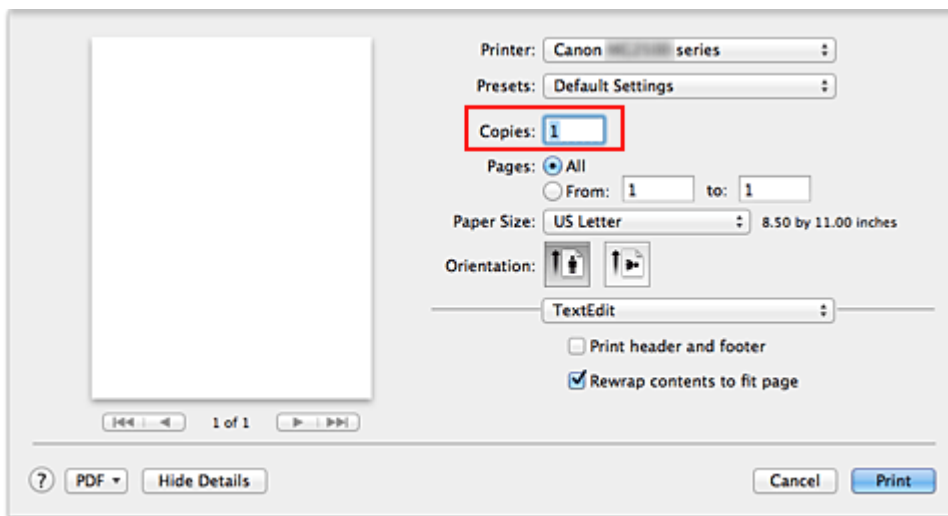
Collate pages + Reverse Collate pages + Normal Reverse



The procedure for specifying the number of copies and printing order is as follows:

1. Specify the number of copies to be printed

Specify the number of copies to print from the **Copies** in the [Print Dialog](#).



2. Select **Paper Handling** from the pop-up menu

3. Check the **Collate pages** check box when you are specifying multiple copies in the **Copies** box

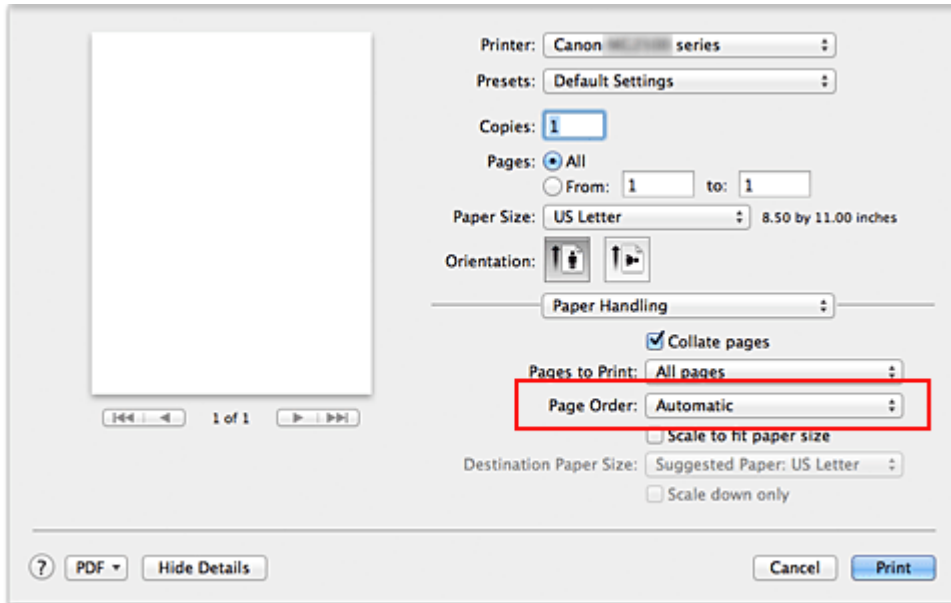
Check the **Collate pages** check box to print all the pages of a single copy together. Uncheck this check box to print all pages with the same page number together.

4. Specify the print order

Check **Page Order**.

When you select **Automatic** or **Reverse**, printing starts from the last page.

When you select **Normal**, printing starts from the first page.



5. Complete the setup

Click **Print**.

When you execute print, the specified number of copies will be printed with the specified printing order.

»»» Important

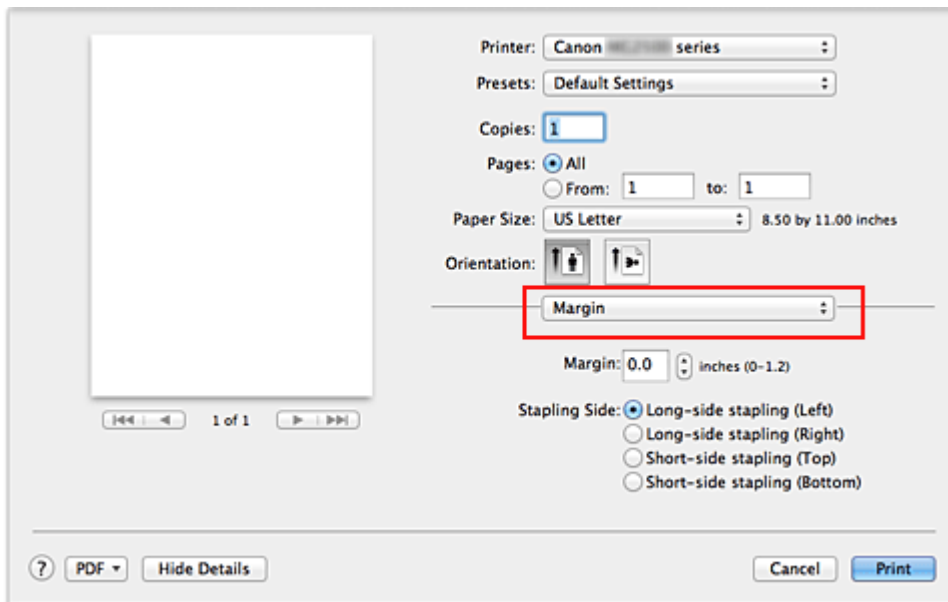
- When the application software that you used to create the document has the same function, specify the settings on the printer driver. However, if the print results are not acceptable, specify the function settings on the application software. When you specify the number of copies and the printing order with both the application software and this printer driver, the number of copies may be multiplied numbers of the two settings or the specified printing order may not be enabled.

Setting the Stapling Margin



The procedure for setting the staple side and the margin width is as follows:

1. Select **Margin** from the pop-up menu on the **Print Dialog**



2. Set the staple side and the margin width

Select a stapling position from the **Stapling Side** list, and if necessary, set the **Margin** width.

►►► Note

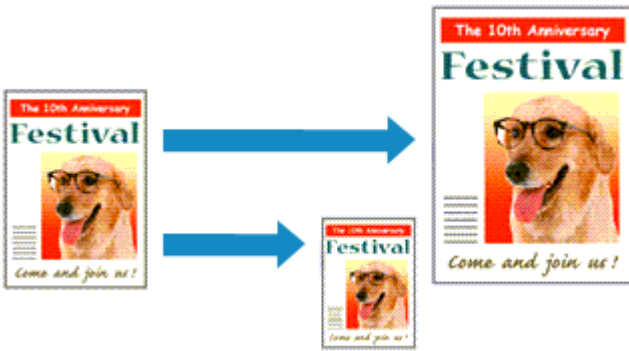
- The printer automatically reduces the print area depending on the staple position margin.

3. Complete the setup

Click **Print**.

When you execute print, the data is printed with the specified staple side and margin width.

Scaling the Printing to Fit the Paper Size

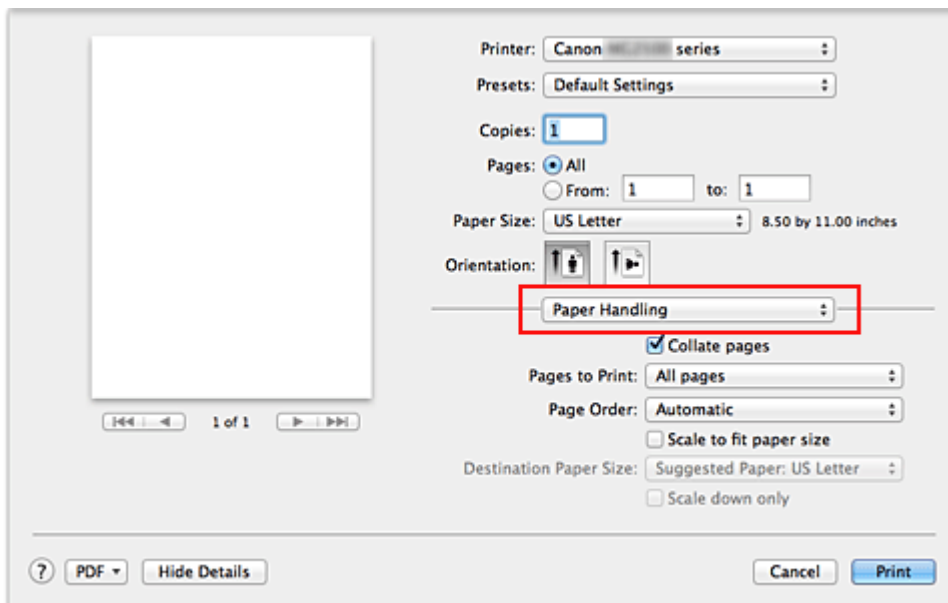


The procedure for printing a document that is automatically enlarged or reduced to fit the page size to be used is as follows:

1. Check the paper size

Check that the **Paper Size** in the [Print Dialog](#) is the same as the paper size that you set in the application software.

2. Select **Paper Handling** from the pop-up menu



3. Set the print paper size

Check the **Scale to fit paper size** check box. Then from the **Destination Paper Size** pop-up menu, select the paper size that is actually loaded in the machine.

4. If necessary, check the **Scale down only** check box

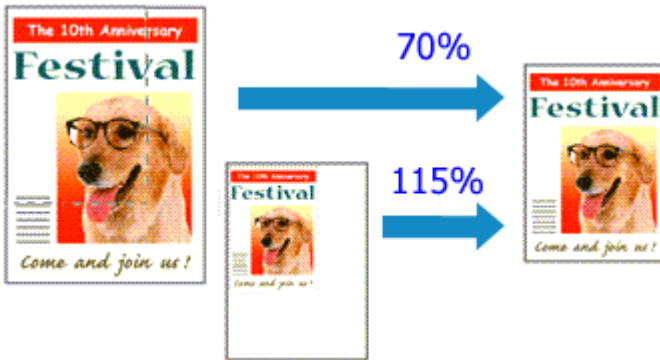
When you check this check box, the document will be reduced to fit to the paper size when the document size is larger than the page size. The document will be printed in the original size when the document size is smaller than the page size.

5. Complete the setup

Click **Print**.

When you execute print, the document will be enlarged or reduced to fit to the page size.

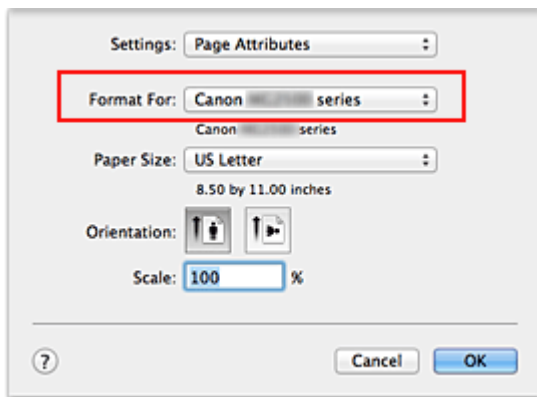
Scaled Printing



The procedure for printing a document with pages enlarged or reduced is as follows:

1. Select the printer

In the [Page Setup Dialog](#), select your model name from the **Format For** list.



2. Set scaled printing

Specify the scaling factor in the **Scale** box, and click **OK**.

►►► Note

- If you are using Mac OS X v10.8 or Mac OS X v10.7, you can set the **Scale** rate to a value in the range from 1 to 999%.
If you are using Mac OS X v10.6.8, set a value in the range from 1 to 10000%. If you enter any other value, an error message will be displayed.

3. Complete the setup

On the [Print Dialog](#), click **Print**.

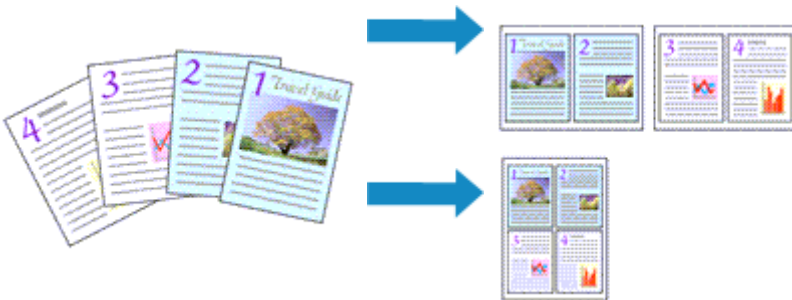
When you execute print, the document will be printed with the specified scale.

»» Important

- When the application software which you used to create the original has the scaled printing function, configure the settings on your application software. You do not need to configure the same setting in the Page Setup dialog.

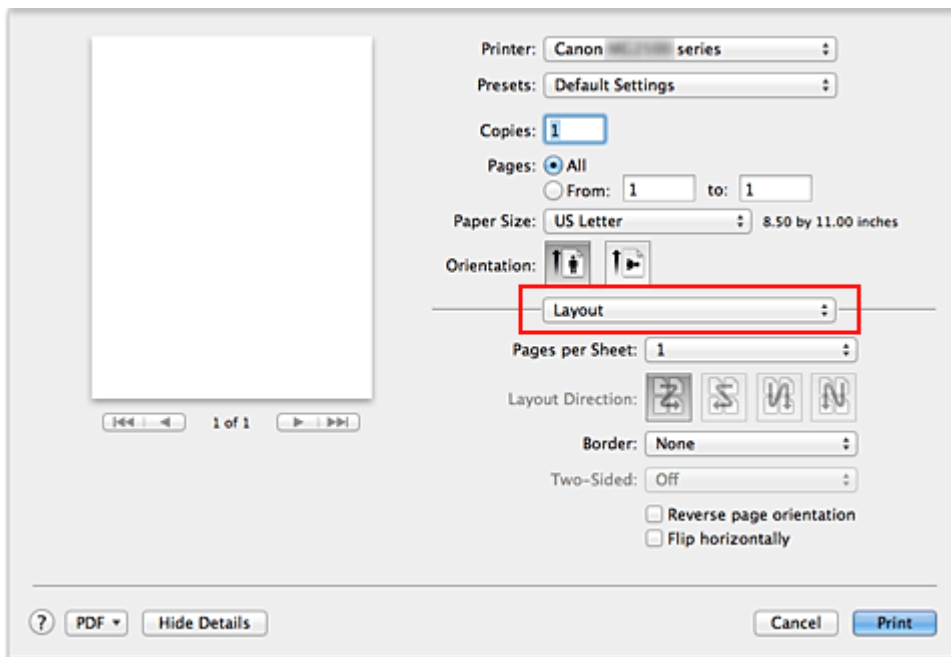
Page Layout Printing

The page layout printing function allows you to print more than one page image on a single sheet of paper.



The procedure for performing page layout printing is as follows:

1. Select **Layout** from the pop-up menu in the [Print Dialog](#)



2. Set the number of original you print on one page
In **Pages per Sheet**, specify the number of page you print on one page.
3. If necessary, set the following items

Layout Direction

To change the page placement order, select an icon from the list.

Border

To print a page border around each document page, select a type of page border.

Reverse page orientation

Select this check box to change the paper orientation.

Flip horizontally

Select this check box to reverse left and right of the document.

4. Complete the setup

Click **Print**.


When you execute print, the specified number of pages will be arranged on each sheet of paper in the specified order.

Displaying the Print Results before Printing

If you are using Mac OS X v10.6.8, you can display and check the print result before printing.

To display the print result before printing, click **Preview** on the [Print Dialog](#).

»» Note

- When you click  (the disclosure triangle) in the Print dialog and switch to the detailed display, **Preview** is not displayed.
For detailed display, a preview is displayed on the left side of the Print dialog.

Setting Paper Dimensions (Custom Size)

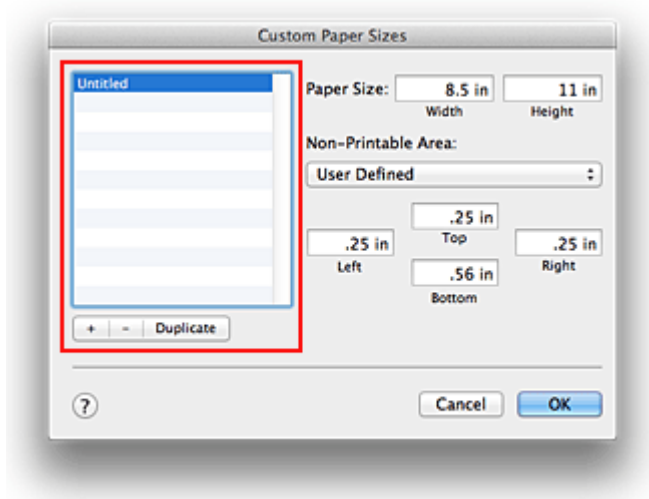
You can specify the height and width of paper when its size cannot be selected from the **Paper Size** menu. Such a paper size is called "custom size."

The procedure for specifying a custom size is as follows:

1. Creating a new custom paper size

In the **Print Dialog**, select **Manage Custom Sizes...** from **Paper Size**.

In the **Custom Paper Sizes** dialog, click **+**.



Untitled will be added to the list.

2. Setting details about the custom paper size

Double-click **Untitled**, enter the name of the paper size you want to register, and specify the **Width** and **Height** of the paper for **Paper Size**.

Select **User Defined** or your model for **Non-Printable Area**, and enter the margins.

3. Registering the custom paper size

Click **OK**.

The custom size is registered.

»»» Important

- If the application software that created the document has a function for specifying height and width values, use the application software to set the values. If the application software does not have such a function or if the document does not print correctly, perform the above procedure from the printer driver to set the values.

»» Note

- To duplicate the registered paper size, select the paper size that you want to duplicate from the **Custom Paper Sizes** list, and click **Duplicate**.
 - To delete a registered paper size, select the paper size that you want to delete from the **Custom Paper Sizes** list, and click **-**.
-

Changing the Print Quality and Correcting Image Data

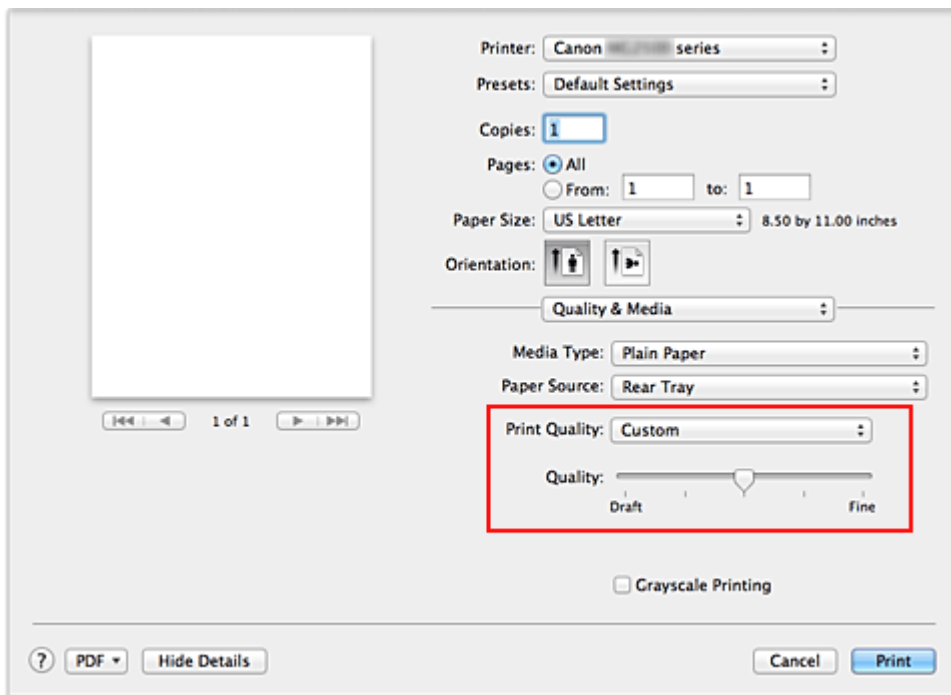
- Setting the Print Quality Level (Custom)
- Printing a Color Document in Monochrome
- Specifying Color Correction
- Optimal Photo Printing of Image Data
- Adjusting Colors with the Printer Driver
- Printing with ICC Profiles (Specifying an ICC Profile from the Application Software)
- Printing with ICC Profiles (Specifying an ICC Profile from the Printer Driver)
- Adjusting Color Balance
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast

Setting the Print Quality Level (Custom)

The print quality level can be set in the **Custom**.

The procedure for setting the print quality level is as follows:

1. Select **Quality & Media** from the pop-up menu on the [Print Dialog](#)
2. Select the print quality
Select **Custom** for **Print Quality**.



3. Setting the print quality level

Move the **Quality** slider to select the print quality level.

4. Complete the setup

Click **Print**.

When you execute print, the image data is printed with the selected print quality level.

»» Important

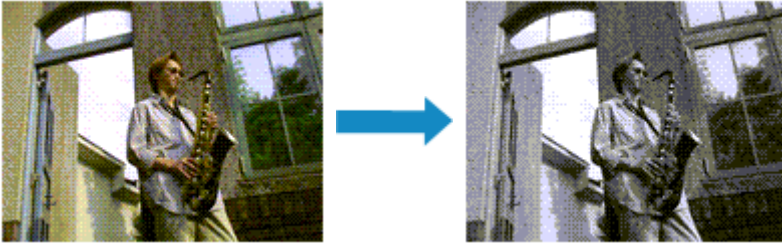
- Certain print quality levels cannot be selected depending on the settings of **Media Type**.

Related Topics

- [Specifying Color Correction](#)

- Adjusting Color Balance
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast

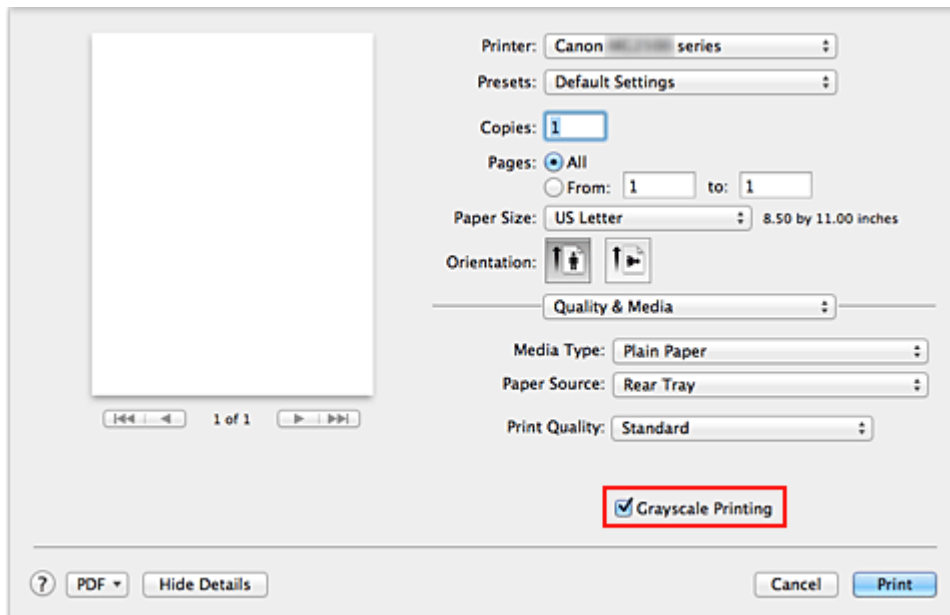
Printing a Color Document in Monochrome



The procedure for printing a color document in monochrome is as follows:

1. Select **Quality & Media** from the pop-up menu on the [Print Dialog](#)
2. Set grayscale printing

Check the **Grayscale Printing** check box.



3. Complete the setup

Click **Print**.

When you execute print, the document is converted to grayscale data. It allows you to print the color document in monochrome.

»» Note

- During **Grayscale Printing**, color inks may be used as well as black ink.

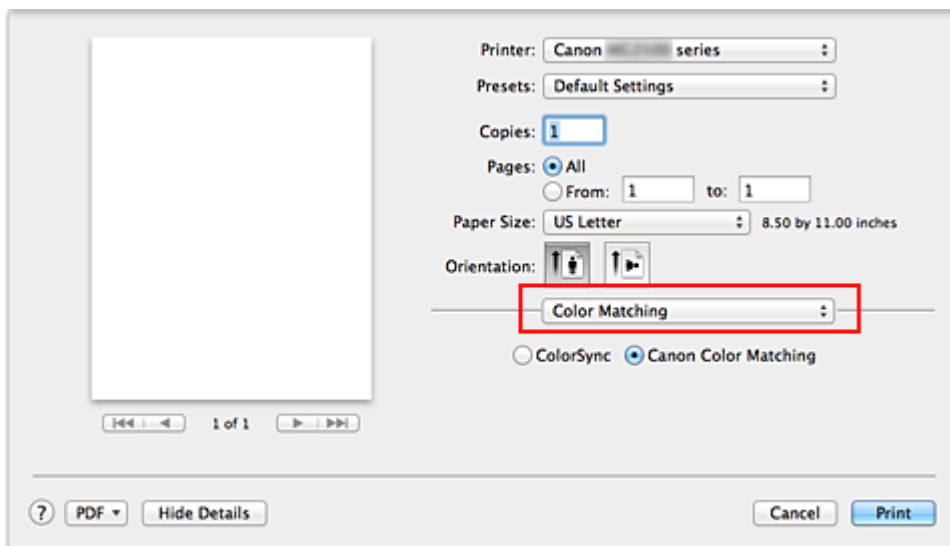
Specifying Color Correction

You can specify the color correction method suited to the type of document to be printed. Normally, the printer driver adjusts the colors by using Canon Digital Photo Color so that data is printed with color tints that most people prefer.

When you want to print by using the color space (Adobe RGB or sRGB) of the image data effectively or by specifying a printing ICC profile from your application software, select **ColorSync**. When you want to print by having the printer driver correct the colors, select **Canon Color Matching**.

The procedure for specifying color correction is as follows:

1. Select **Color Matching** from the pop-up menu of the **Print Dialog**



2. Select color correction

Select the item below that matches your purpose.

ColorSync

Perform color correction using ColorSync.

Canon Color Matching

With Canon Digital Photo Color, you can print with color tints that most people prefer.

3. Complete the setup

Click **Print**.

When you execute print, the document data is printed with the specified color correction.

»» Important

- Depending on the application software, when a printing ICC profile is specified from that application software, **Canon Color Matching** cannot be selected because **ColorSync** is selected automatically.
- The **Quality & Media** setting is necessary even when **ColorSync** or **Canon Color Matching** is selected.

Related Topics

- [Optimal Photo Printing of Image Data](#)
- [Adjusting Colors with the Printer Driver](#)
- [Printing with ICC Profiles \(Specifying an ICC Profile from the Application Software\)](#)
- [Printing with ICC Profiles \(Specifying an ICC Profile from the Printer Driver\)](#)

Optimal Photo Printing of Image Data

When people print images taken with digital cameras, they sometimes feel that the printed color tones differ from those of actual image or those displayed on the monitor.

To get the print results as close as possible to the desired color tones, you must select a printing method that is best suited to the application software used or to your purpose.

Color Management

Devices such as digital cameras, scanners, monitors, and printers handle color differently. Color management (color matching) is a method that manages device-dependent "colors" as a common color space.

For Mac OS, a color management system called "ColorSync" is built into the operating system.

Adobe RGB and sRGB are popularly used as common color spaces. Adobe RGB has a wider color space than sRGB.

ICC profiles convert device-dependent "colors" into a common color space. By using an ICC profile and carrying out color management, you can draw out the color space of the image data within the color reproduction area that the printer can express.

Selecting a Printing Method Suited to the Image Data

The recommended printing method depends on the color space (Adobe RGB or sRGB) of the image data or the application software to be used.

There are two typical printing methods.

Check the color space (Adobe RGB or sRGB) of the image data and the application software to be used, and then select the printing method suited to your purpose.

Adjusting Colors with the Printer Driver

Describes the procedure for printing by using the color correction function of the printer driver.

- **To print using Canon Digital Photo Color**

The printer prints data with color tints that most people prefer, reproducing colors of the original image data and producing three-dimensional effects and high, sharp contrasts.

- **To print by directly applying editing and touch-up results of an application software**

When printing the data, the printer brings out subtle color difference between dark and light areas, while leaving the darkest and lightest areas intact.

When printing the data, the printer applies fine adjustment results, such as brightness adjustments made with an application software.

Printing with ICC Profiles (Specifying an ICC Profile from the Application Software)

Describes the procedure for printing by using the color space of Adobe RGB or sRGB effectively.

You can print with a common color space by setting up the application software and the printer driver so that the color management matches the input ICC profile of the image data. The method for setting up the printer driver differs depending on the application software to be used.

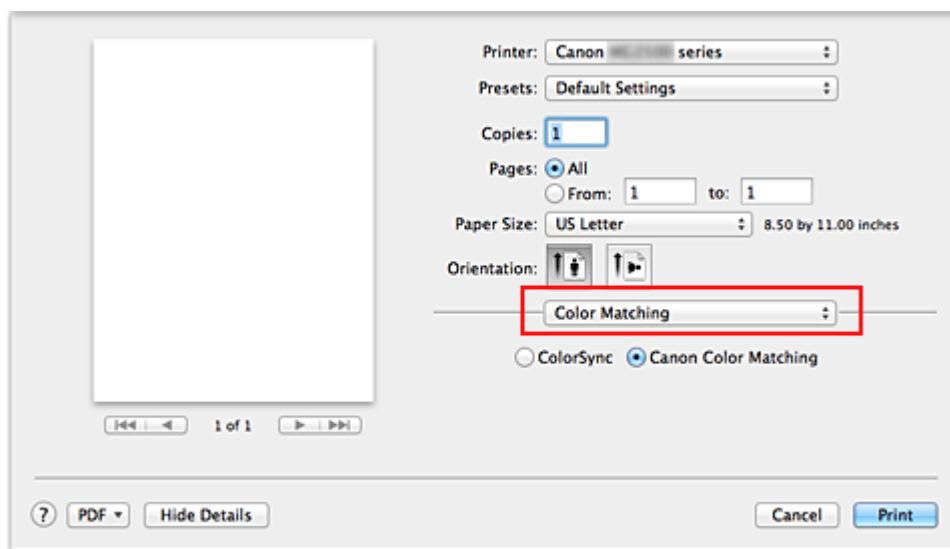
Adjusting Colors with the Printer Driver

You can specify the color correction function of the printer driver to print with color tints that most people prefer through the use of Canon Digital Photo Color.

When printing from an application software that can identify ICC profiles and allows you to specify them, use a printing ICC profile in the application software, and select settings for color management.

The procedure for adjusting colors with the printer driver is as follows:

1. Select **Color Matching** from the pop-up menu of the [Print Dialog](#)



2. Select color correction

Select **Canon Color Matching**.

3. Set the other items

From the pop-up menu, select **Color Options**. If necessary, adjust the color balance (**Cyan, Magenta, Yellow**) and adjust **Brightness, Intensity, and Contrast** settings.

4. Complete the setup

Click **Print**.

When you execute print, the printer driver adjusts the colors when printing the data.

Related Topics

- [Setting the Print Quality Level \(Custom\)](#)
- [Specifying Color Correction](#)
- [Adjusting Color Balance](#)

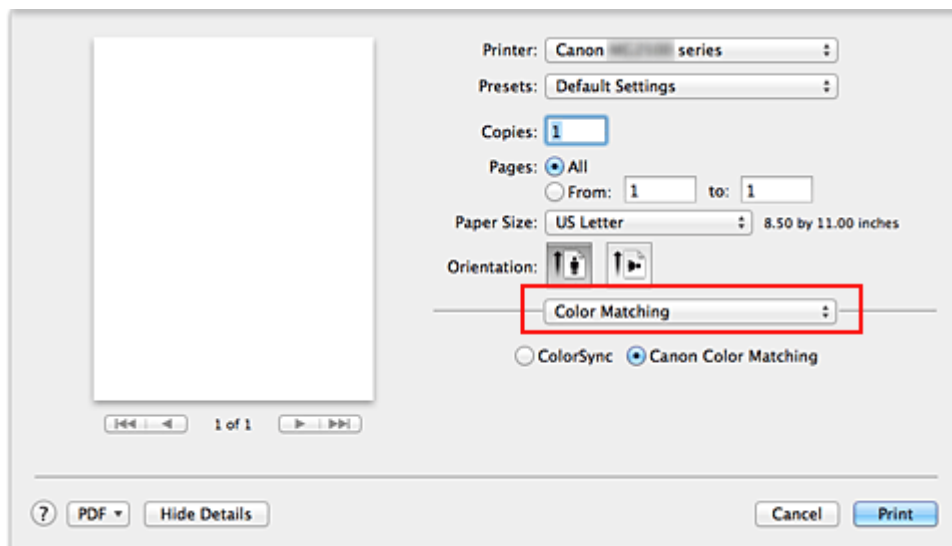
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast

Printing with ICC Profiles (Specifying an ICC Profile from the Application Software)

When you print from Adobe Photoshop, Canon Digital Photo Professional, or any application software that can identify input ICC profiles and allows you to specify such profiles, printer uses the color management system (ColorSync) built-into Mac OS when printing. The printer prints the editing and touch-up results of the application software and effectively uses the color space of the input ICC profile specified in the image data.

To use this printing method, use your application software to select color management items and specify an input ICC profile and a printing ICC profile in the image data. Even if you print using a printing ICC profile that you created yourself from your application software, be sure to select color management items from your application software. For instructions on specifying an ICC profile with an application software program, refer to the user's manual of your application software.

1. Select **Color Matching** from the pop-up menu of the **Print Dialog**



2. Select color correction

Select **ColorSync**.

You can leave **Profile** set to **Automatic**.

►►► Important

- Depending on the application software you use, you may not be able to select setting items other than **ColorSync**.
- If you choose a **Profile** setting other than **Automatic**, the machine will not be able to print with the correct colors.

3. Complete the setup

Click **Print**.

When you execute print, the machine uses the color space of the image data.

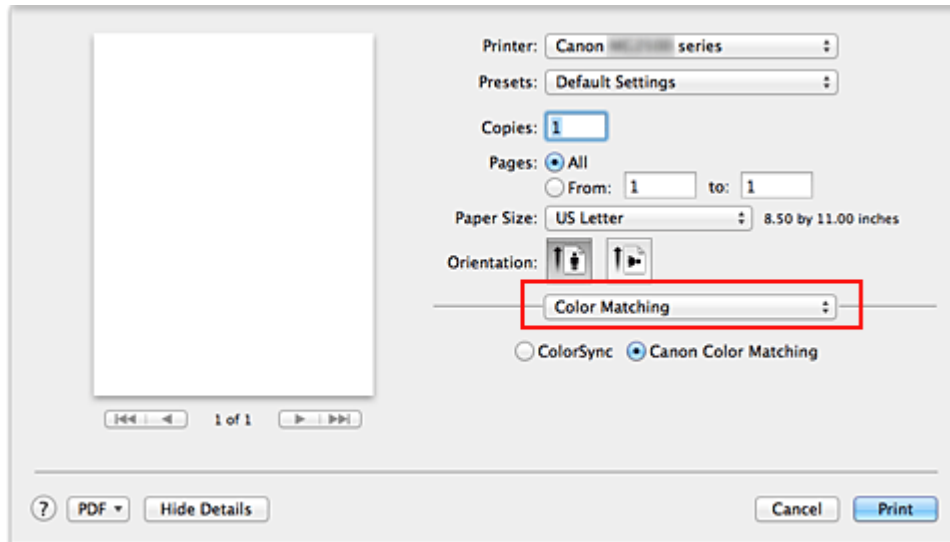
Related Topics

- [Setting the Print Quality Level \(Custom\)](#)
- [Specifying Color Correction](#)
- [Adjusting Color Balance](#)
- [Adjusting Brightness](#)
- [Adjusting Intensity](#)
- [Adjusting Contrast](#)

Printing with ICC Profiles (Specifying an ICC Profile from the Printer Driver)

Print from an application software that cannot identify or specify input ICC profiles by using the color space of the input ICC profile (sRGB) found in the data.

1. Select **Color Matching** from the pop-up menu of the **Print Dialog**



2. Select color correction

Select **ColorSync**.

You can leave **Profile** set to **Automatic**.

»» Important

- If you choose a **Profile** setting other than **Automatic**, the machine will not be able to print with the correct colors.

3. Complete the setup

Click **Print**.

When you execute print, the machine uses the color space of the image data.

»» Important

- You cannot specify an input ICC profile from the printer driver.

Related Topics

- [Setting the Print Quality Level \(Custom\)](#)
- [Specifying Color Correction](#)
- [Adjusting Color Balance](#)

- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast

Adjusting Color Balance

You can adjust the color tints when printing.

Since this function adjusts color balance of the output by changing the ink ratios of each color, it changes the total color balance of the document. Use the application software when you want to change the color balance significantly. Use the printer driver only when you want to adjust the color balance slightly.

The following sample shows the case when color balance is used to intensify cyan and to diminish yellow so that the overall colors are more uniform.



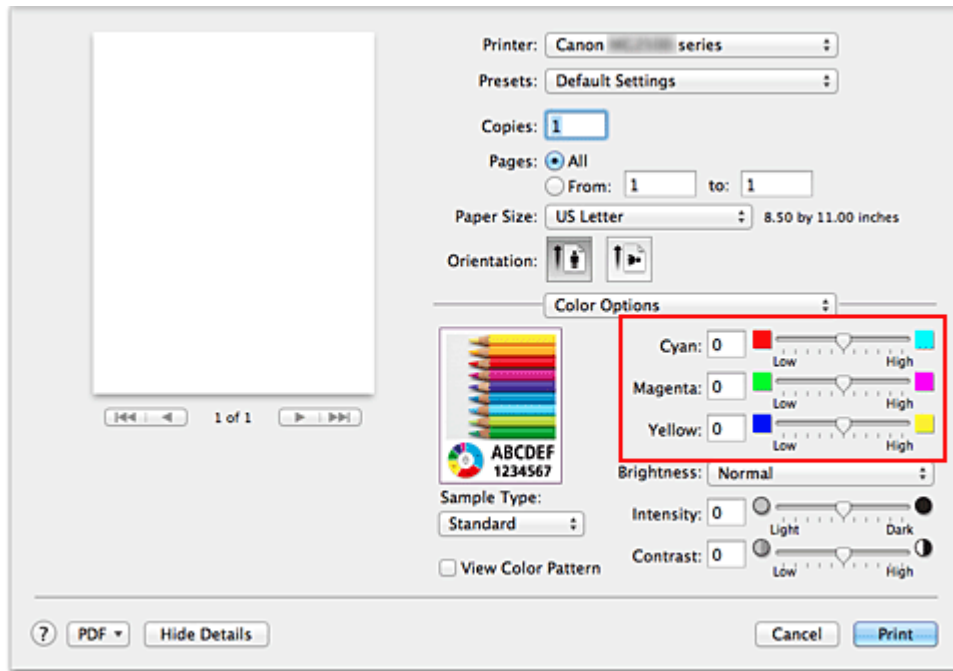
No adjustment Adjust color balance

The procedure for adjusting color balance is as follows:

1. Select **Color Options** from the pop-up menu of the [Print Dialog](#)
2. Adjust color balance

There are individual sliders for **Cyan**, **Magenta**, and **Yellow**. Each color becomes stronger when the corresponding slider is moved to the right, and becomes weaker when the corresponding slider is moved to the left. For example, when cyan becomes weaker, the color red becomes stronger.

You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50. The current settings are displayed in the settings preview on the left side of the printer driver.



»»» Important

- Adjust the slider gradually.

3. Complete the setup

Click **Print**.

When you execute print, the document is printed with the adjusted color balance.

»»» Important

- When the **Grayscale Printing** check box is checked for **Quality & Media**, the color balance (**Cyan, Magenta, Yellow**) appear grayed out and are unavailable.
- If you select **ColorSync** for **Color Matching**, then the color balance (**Cyan, Magenta, Yellow**) appear grayed out and is unavailable.

Related Topics

- [Setting the Print Quality Level \(Custom\)](#)
- [Specifying Color Correction](#)
- [Adjusting Brightness](#)
- [Adjusting Intensity](#)
- [Adjusting Contrast](#)

Adjusting Brightness

You can change the brightness of the overall image data during printing.

This function does not change pure white or pure black but it changes the brightness of the intermediate colors.

The following sample shows the print result when the brightness setting is changed.

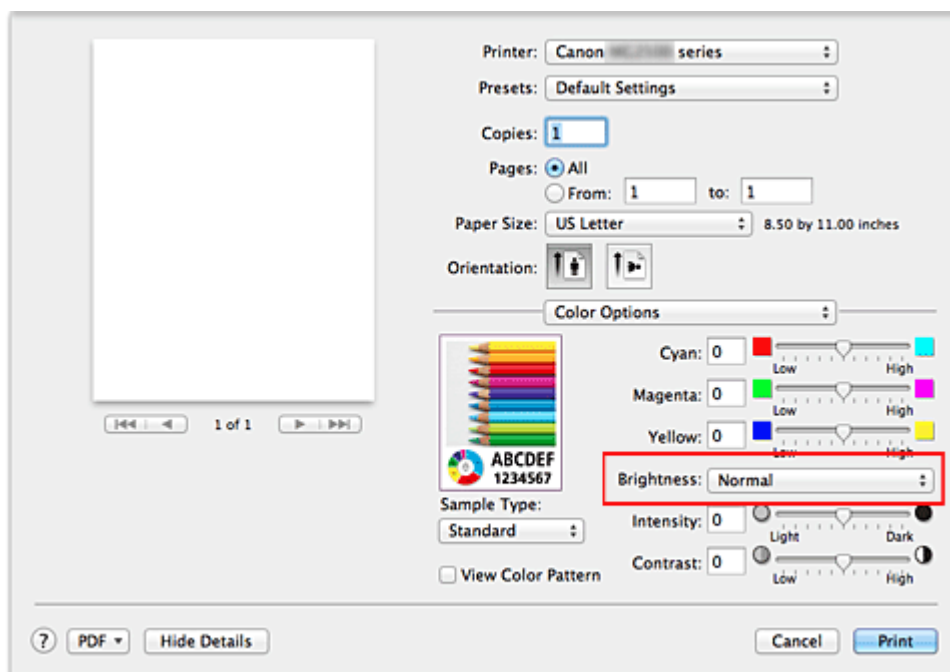


Light is selected **Normal** is selected **Dark** is selected

The procedure for adjusting brightness is as follows:

1. Select **Color Options** from the pop-up menu of the [Print Dialog](#)
2. Specify the brightness

Select **Light**, **Normal**, or **Dark** for **Brightness**. The current settings are displayed in the settings preview on the left side of the printer driver.



3. Complete the setup

Click **Print**.

When you execute print, the data is printed at the specified brightness.

»» Important

- If you select **ColorSync** for **Color Matching**, then the **Brightness** appear grayed out and is unavailable.

Related Topics

- [Setting the Print Quality Level \(Custom\)](#)
- [Specifying Color Correction](#)
- [Adjusting Color Balance](#)
- [Adjusting Intensity](#)
- [Adjusting Contrast](#)

Adjusting Intensity

You can dilute (brighten) or intensify (darken) the colors of the overall image data during printing.

The following sample shows the case when the intensity is increased so that all colors become more intense when the image data is printed.



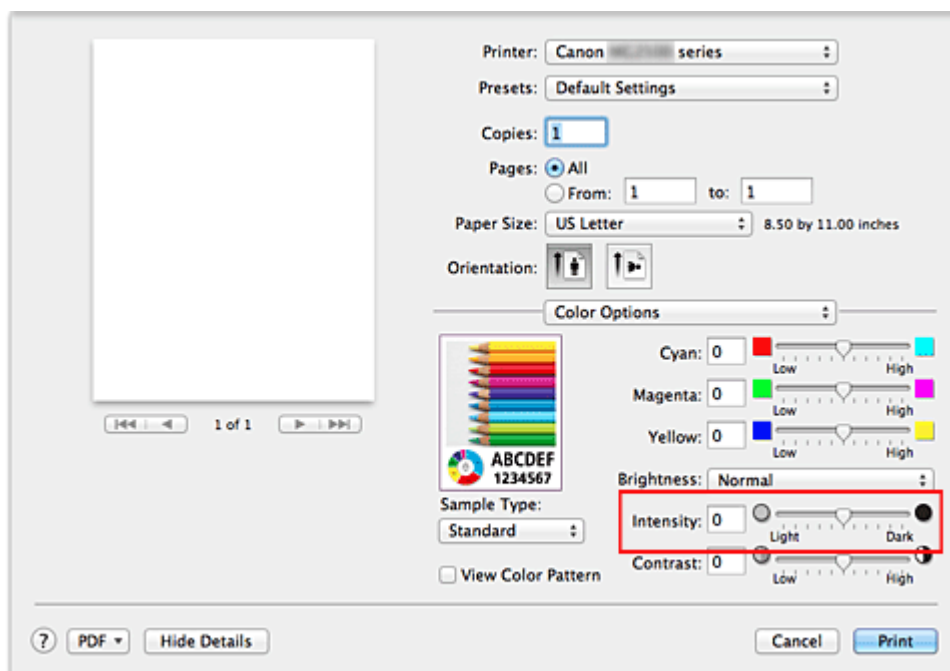
No adjustment Higher intensity

The procedure for adjusting intensity is as follows:

1. Select **Color Options** from the pop-up menu of the [Print Dialog](#)
2. Adjust intensity

Moving the **Intensity** slider to the right intensifies (darkens) the colors, and moving the slider to the left dilutes (brightens) the colors.

You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50. The current settings are displayed in the settings preview on the left side of the printer driver.



►►► Important

- Adjust the slider gradually.

3. Complete the setup

Click **Print**.

When you execute print, the image data is printed with the adjusted intensity.

»» Important

- If you select **ColorSync** for **Color Matching**, then the **Intensity** appear grayed out and is unavailable.

Related Topics

- [Setting the Print Quality Level \(Custom\)](#)
- [Specifying Color Correction](#)
- [Adjusting Color Balance](#)
- [Adjusting Brightness](#)
- [Adjusting Contrast](#)

Adjusting Contrast

You can adjust the image contrast during printing.

To make the differences between the light and dark portions of images greater and more distinct, increase the contrast. On the other hand, to make the differences between the light and dark portions of images smaller and less distinct, reduce the contrast.



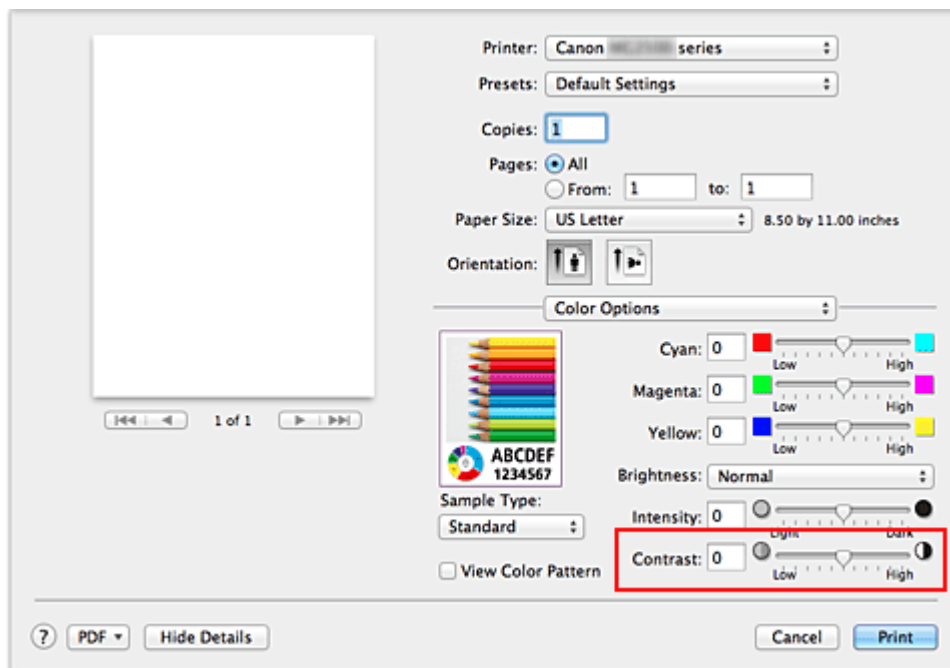
No adjustment Adjust the contrast

The procedure for adjusting contrast is as follows:

1. Select **Color Options** from the pop-up menu of the [Print Dialog](#)
2. Adjust the contrast

Moving the **Contrast** slider to the right increases the contrast, and moving the slider to the left decreases the contrast.

You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50. The current settings are displayed in the settings preview on the left side of the printer driver.



►►► Important

- Adjust the slider gradually.

3. Complete the setup

Click **Print**.

When you execute print, the image is printed with the adjusted contrast.

»» Important

- If you select **ColorSync** for **Color Matching**, then the **Contrast** appear grayed out and is unavailable.

Related Topics

- [Setting the Print Quality Level \(Custom\)](#)
- [Specifying Color Correction](#)
- [Adjusting Color Balance](#)
- [Adjusting Brightness](#)
- [Adjusting Intensity](#)

Overview of the Printer Driver

- [Canon IJ Printer Driver](#)
- [How to Open the Printer Driver Setup Window](#)
- [Page Setup Dialog](#)
- [Print Dialog](#)
- [Quality & Media](#)
- [Color Options](#)
- [Margin](#)
- [Canon IJ Printer Utility](#)
- [Opening the Canon IJ Printer Utility](#)
- [Maintenance of this Machine](#)
- [Display the Printing Status Screen](#)
- [Deleting the Undesired Print Job](#)
- [Instructions for Use \(Printer Driver\)](#)

Canon IJ Printer Driver


The Canon IJ printer driver (called printer driver below) is a software that is installed on your computer for printing data with this machine.

The printer driver converts the print data created by your application software into data that your printer can understand, and sends the converted data to the printer.

Because different models support different print data formats, you need a printer driver for the specific model you are using.

Using Help of the Printer Driver

You can display Help function from the [Print Dialog](#).

Select a setup item from the pop-up menu in the Print dialog. Then click  at the bottom left of the screen to display an explanation of the item.

Help for the print driver is displayed when the following pop-up menu item is selected:

- **Quality & Media**
- **Color Options**
- **Margin**

How to Open the Printer Driver Setup Window

You can display the printer driver setup window from the application software you are using.

Opening the Page Setup Dialog

Use this procedure to set the page (paper) settings before printing.

1. Select **Page Setup...** from the **File** menu of the application software

The [Page Setup Dialog](#) opens.

Opening the Print Dialog

Use this procedure to set the print settings before printing.

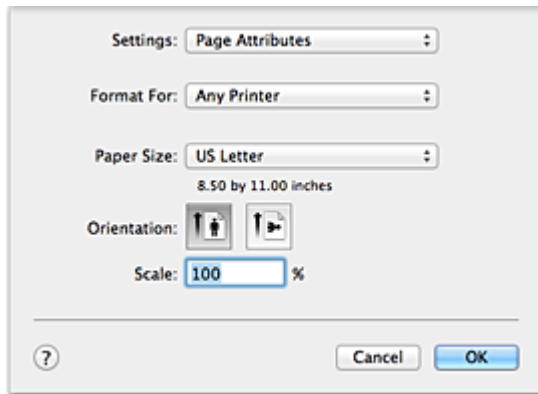
1. Select **Print...** from the **File** menu of the application software

The [Print Dialog](#) opens.

Page Setup Dialog

In the Page Setup dialog, you configure the basic print settings such as the size of paper loaded in the machine or the scaling ratio.

To open the Page Setup dialog, you typically select **Page Setup...** from the **File** menu of your application software.



Settings

Click the pop-up menu, and then select the following items:

Page Attributes

Set the paper size or scaled printing.

Save as Default

You can save the attributes of the displayed page as the default settings.

Format For

Select the model to be used for printing.

Paper Size

Select the size of the paper to be used for printing.

To set a non-standard size, select **Manage Custom Sizes....**

Orientation

Select the print orientation.

Scale

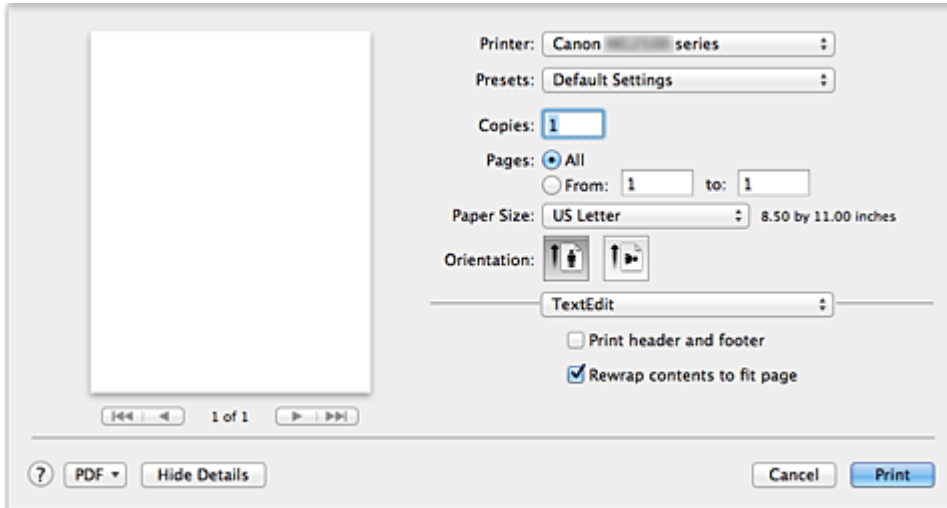
Set the scaling percentage.

You can expand or reduce the size of the document when printing.

Print Dialog

In the Print dialog, you can set paper type and print quality to start printing.

To open the Print dialog, you typically select **Print...** from the **File** menu of your application software.



Printer

Select the model to be used for printing.

When you click **Add Printer...**, a dialog for specifying the printer opens.

Presets

You can save or delete the settings of the Print dialog.

»» Note

- If you are using Mac OS X v10.8 or Mac OS X v10.7, you can select **Show Presets...** to check the print settings that are set in the Print dialog.

Copies

You can set the number of copies to be printed.

»» Note

- If you are using Mac OS X v10.6.8, you can also set collate printing.
- If you are using Mac OS X v10.8 or Mac OS X v10.7, you can set collated printing by choosing **Paper Handling** from the pop-up menu.

Pages

You can set the range of pages to be printed.

Paper Size

Select the size of the paper to be used for printing.

To set a non-standard size, select **Manage Custom Sizes....**

Orientation

Select the print orientation.

Pop-up Menu

You can switch between pages in the Print dialog by the pop-up menu. The first menu to appear differs depending on the application software that opened the Print dialog.

You can choose one of the following items from the pop-up menu.

Layout

You can set page layout printing.

Use **Reverse page orientation** to change the paper orientation, and use **Flip horizontally** to print a mirror image of the document.

Color Matching

Select the color correction method.

Paper Handling

You can set the pages to be printed on paper and the print order.

Cover Page

You can output cover pages both before and after a document.

Scheduler

You can set the print start time and print priorities.

Quality & Media

You can set basic print settings that match the machine.

Color Options

You can adjust the print colors as you desire.

Margin

You can set the stapling side and the stapling margin.

Supply Levels

A rough indication of the remaining ink level is displayed.

Summary

The selected items in the Print dialog are displayed.


»» Important

- If you are using Mac OS X v10.8 or Mac OS X v10.7, you cannot use **Scheduler** and **Summary**.

PDF

You can save a document in PDF (Portable Document Format) format.

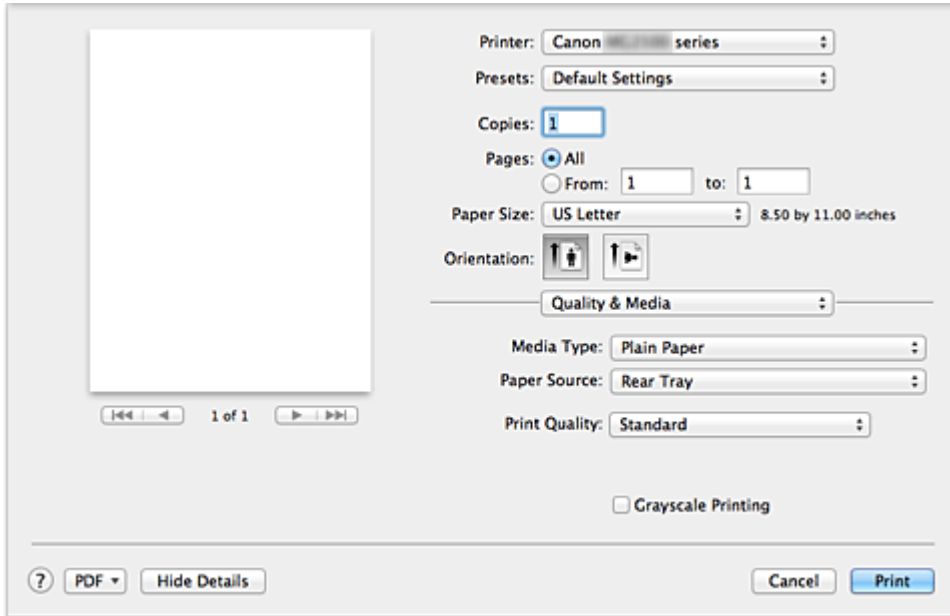
Preview

If you are using Mac OS X v10.6.8, when you click  (the disclosure triangle) on the side of **Printer** and switch to the simple display, **Preview** is displayed.

This button allows you to check the print results on the screen before printing.

Quality & Media

This dialog allows you to create a basic print setup in accordance with the paper type. Unless special printing is required, normal printing can be performed just by setting the items in this dialog.



Media Type

Select the type of media to be used.

You must select the type of media actually loaded in the machine. This selection enables the printer to carry out printing properly for the material of the media used.

Paper Source

Shows the source from which paper is supplied.

Print Quality

Select the one that is closest to the original document type and the purpose.

When one of the radio buttons is selected, the appropriate quality will be set automatically.

High

Gives priority to print quality over printing speed.

Standard

Prints with average speed and quality.

Draft

This setting is appropriate for test printing.

Custom

Select this radio button to specify a quality.

Quality

When you select **Custom** in **Print Quality**, you can use the slider bar to adjust the print quality level.

Grayscale Printing

Set grayscale printing. Grayscale printing refers to the function of converting your document to grayscale data in the printer to print it in monochrome.

When you check the check box, both monochrome and color documents will be printed in monochrome. When printing a color document, be sure to uncheck the check box.

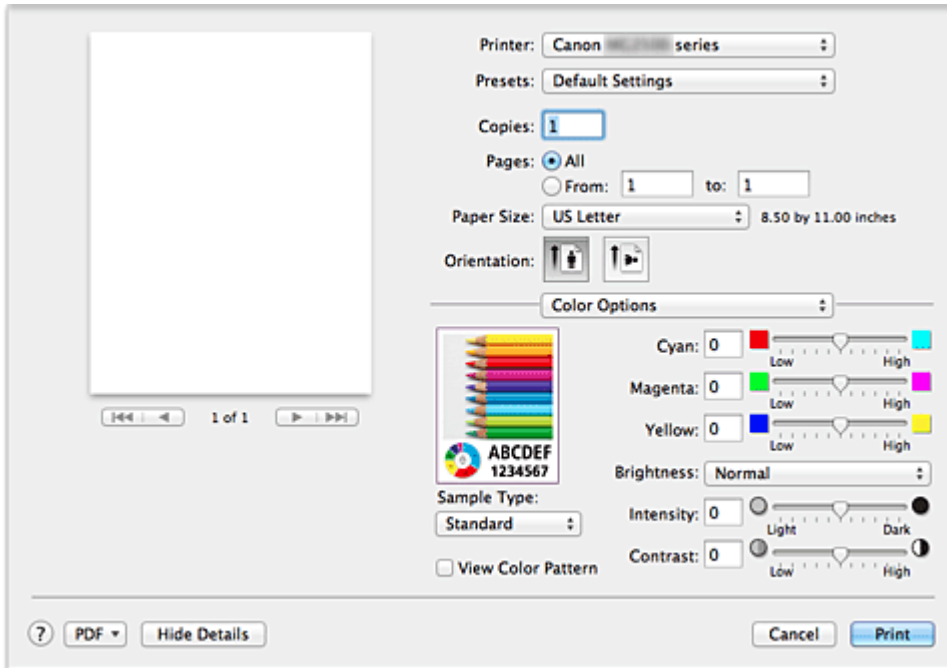
Related Features

- [Setting the Print Quality Level \(Custom\)](#)
- [Printing a Color Document in Monochrome](#)

Color Options

This dialog allows you to adjust the print color as you like. If the color of the printed image is not as expected, adjust the properties in the dialog and retry printing.

The adjustments made here do not affect the colors of the original print data unlike application software dedicated to image processing. Use this dialog just to make fine adjustments.



Preview

Shows the effect of color adjustment.

As you adjust each item, the effects are reflected in the color and brightness. You can check the color adjustment status easily.

Sample Type

Select an image that you want to display as a sample.

If necessary, select one from **Standard**, **Portrait**, **Landscape**, or **Graphics**, whichever is most similar to the print results.

View Color Pattern

Displays a pattern for checking color changes produced by color adjustment.

When you want to display the sample image with a color pattern, check this check box.

When you want to display the sample image with one that you selected with **Sample Type**, uncheck this check box.

►►► Note

- When the **Grayscale Printing** check box is checked in the **Quality & Media**, the graphic is displayed in monochrome.

Color balance (Cyan, Magenta, Yellow)

If necessary, adjust the strength of each color. To strengthen a color, drag the slider to the right. To weaken a color, drag the slider to the left.

You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50.

Adjusting the color balance will result in variations in the balance among the volumes of the individual color inks and hence in the hues of the document as a whole.

Use the printer driver only when adjusting the color balance slightly. To change the color balance significantly, use the application software.

Brightness

Select the brightness of printed images.

You cannot change the levels of pure white and black. You can change the contrast of the colors between white and black.

Intensity

Select this method to adjust the overall density of your print.

To increase the overall intensity, drag the slider to the right. To decrease the overall intensity, drag the slider to the left.

You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50.

Contrast

The Contrast function changes the differences between light and dark in images during printing.

To make the differences between the light and dark portions of images greater and more distinct, increase the contrast. On the other hand, to make the differences between the light and dark portions of images smaller and less distinct, reduce the contrast.

You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50.

►► Important

- When the **Grayscale Printing** check box is checked for **Quality & Media**, the color balance (**Cyan, Magenta, Yellow**) appear grayed out and are unavailable.
- If you select **ColorSync** for **Color Matching**, then the color balance (**Cyan, Magenta, Yellow**), **Brightness**, **Intensity**, and **Contrast** appear grayed out and are unavailable.

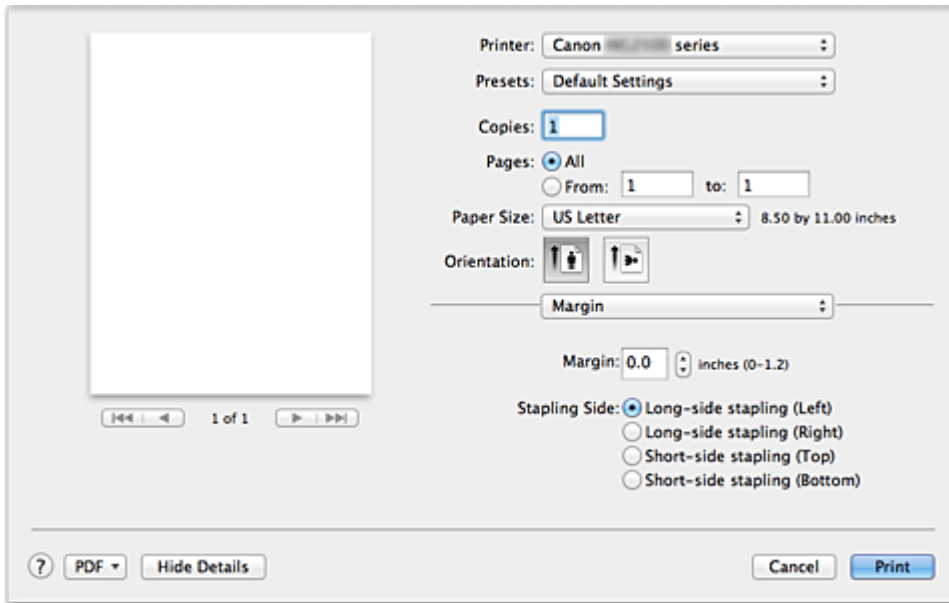
Related Features

- [Specifying Color Correction](#)
- [Adjusting Color Balance](#)
- [Adjusting Brightness](#)

- Adjusting Intensity
- Adjusting Contrast

Margin

This dialog allows you to set the stapling side and amount of margin for stapling multiple sheets of paper.



Margin

Specify the amount of margin space for stapling the paper. Enter a value between 0 inches (0 mm) to 1.2 inches (30 mm).

Stapling Side

Specify the stapling side.

Long-side stapling (Left) / Long-side stapling (Right)

Select this option to staple the long side of the paper.
Choose left or right.

Short-side stapling (Top) / Short-side stapling (Bottom)

Select this option to staple the short side of the paper.
Choose top or bottom.

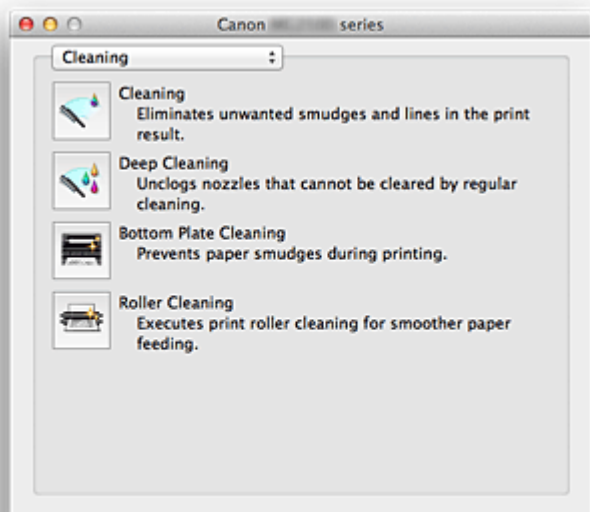
Related Feature

- [Setting the Stapling Margin](#)

Canon IJ Printer Utility

The Canon IJ Printer Utility allows you to perform machine maintenance or change the settings of the machine.

What You Can Do with the Canon IJ Printer Utility



You can switch between pages in Canon IJ Printer Utility by the pop-up menu. You can choose one of the following items from the pop-up menu.

Cleaning

Clean the printer to prevent print smudges and clear up clogged print head nozzle.

Test Print

Execute a test print to check the condition of the print head nozzle and to adjust the print head position.

Power Settings

Operate the power of this machine from the printer driver.

Ink Level Information

Check the remaining ink levels.

Ink Cartridge Settings

Selects the FINE cartridge you use for printing.

Quiet Settings

You can reduce the operating noise of the machine.

Custom Settings

Change the settings of this machine.

►► Note

- To open the Canon IJ Printer Utility, turn on the machine and make sure that it is connected to the computer with a USB cable.
- Depending on the items selected, the computer communicates with the machine to obtain information. If the computer is unable to communicate with the machine, an error message may be displayed.

If this happens, click **Cancel** to display the most recent settings specified on your computer.

Related Topics

- [Cleaning the Print Heads from Your Computer](#)
- [Cleaning Inside the Machine](#)
- [Cleaning the Paper Feed Rollers from Your Computer](#)
- [Use Your Computer to Print a Nozzle Check Pattern](#)
- [Aligning the Print Head Position from Your Computer](#)
- [Checking the Ink Status from Your Computer](#)
- [Setting the Ink Cartridge to be Used](#)
- [Managing the Machine Power](#)
- [Reducing the Machine Noise](#)
- [Changing the Machine Operation Mode](#)

Opening the Canon IJ Printer Utility

To open the Canon IJ Printer Utility, follow the steps below.

1. Open **System Preferences**, and select **Print & Scan (Print & Fax)**

2. Start the Canon IJ Printer Utility

Select your model from the printer list, and click **Options & Supplies....**

Click **Open Printer Utility** in **Utility** tab.

Canon IJ Printer Utility is launched.

Maintenance of this Machine


- [Cleaning the Print Heads from Your Computer](#)
- [Cleaning Inside the Machine](#)
- [Cleaning the Paper Feed Rollers from Your Computer](#)
- [Use Your Computer to Print a Nozzle Check Pattern](#)
- [Aligning the Print Head Position from Your Computer](#)
- [Checking the Ink Status from Your Computer](#)
- [Setting the Ink Cartridge to be Used](#)
- [Managing the Machine Power](#)
- [Reducing the Machine Noise](#)
- [Changing the Machine Operation Mode](#)

Display the Printing Status Screen

Check the print progress according to the following procedure:

1. Launch the printing status screen

- **If the print data has been sent to the machine**

The printing status screen opens automatically. To display the printing status screen, click the  (the printer icon) displayed on the Dock.

- **If the print data has not been sent to the machine**

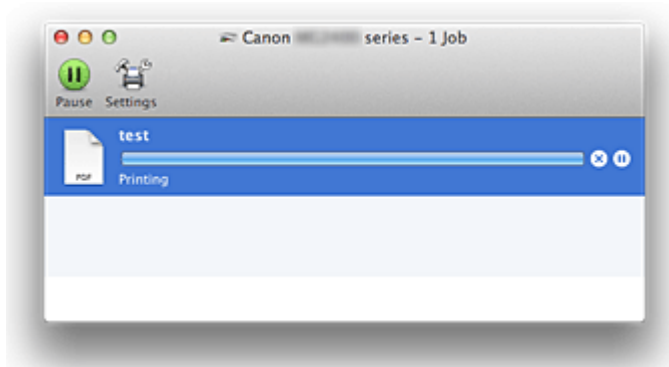
Open **System Preferences**, and select **Print & Scan (Print & Fax)**.


To display the printing status screen, select the name of your printer model from the printer list, and then click **Open Print Queue....**


2. Checking the printing status


You can check the name of the file being printed or ready for being printed.

- **If you are using Mac OS X v10.8**




 Deletes the specified print job.

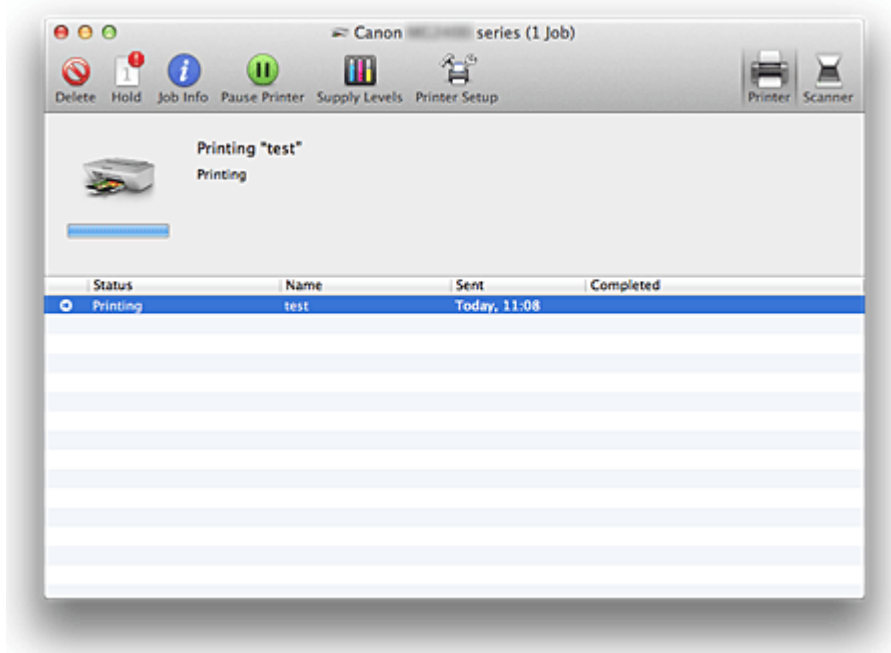
 Stops printing the specified document.







 Resumes printing the specified document.

 Stops printing all documents.

 Displayed only when printing of all documents is being stopped, and resumes printing all documents.

- **If you are using Mac OS X v10.7 or Mac OS X v10.6.8**



-  Deletes the specified print job.
-  Stops printing the specified document.
-  Resumes printing the specified document.
-  Displays the print job information.
-  Stops printing all documents.
-  Displayed only when printing of all documents is being stopped, and resumes printing all documents.

Deleting the Undesired Print Job

If the printer does not start printing, canceled or failed print job data may be remaining. Delete unnecessary print jobs from the print status check screen.

1. Open **System Preferences**, and select **Print & Scan (Print & Fax)**

2. Select your model, and then click **Open Print Queue...**

The print status check screen appears.

3. Select the unnecessary print job and click  ( **Delete**)

The selected print jobs will be deleted.

Instructions for Use (Printer Driver)

This printer driver is subject to the following restrictions. Keep the following points in mind when using the printer driver.

Restrictions on the Printer Driver

- When you set up the Page Setup dialog, be sure to begin by selecting the model you are using from the **Format For** list. If you select another printer, printing may not be performed properly.
- If the Canon IJ Printer Utility does not display the remaining ink level in the **Ink Level Information**, check whether the FINE cartridge is properly installed.
- When the Canon IJ Printer Utility displays the **Ink Level Information**, close the cover of the machine.
- The following functions cannot be used in Mac OS, though they can be used in Windows computers.
 - Duplex Printing
 - Booklet Printing
 - Tiling/Poster Printing
- Depending on the application software that you are using, a preview may not be displayed on the left side of the Print dialog.
- If you connect this machine and AirPort with a USB cable and print, you must install the latest AirPort firmware.

Updating the Printer Driver

- [Obtaining the Latest Printer Driver](#)
- [Delete the Unnecessary Canon IJ Printer from the Printer List](#)
- [Before Installing the Printer Driver](#)
- [Installing the Printer Driver](#)

Obtaining the Latest Printer Driver

By updating the printer driver to the latest version of the printer driver, unresolved problems may be solved.

Obtaining the Printer Driver

You can access our website and download the latest printer driver for your model.

»» Important

- You can download the printer driver for free, but any Internet access charges incurred are your responsibility.

Related Topics

- [Before Installing the Printer Driver](#)
- [Installing the Printer Driver](#)

Delete the Unnecessary Canon IJ Printer from the Printer List

A Canon IJ Printer that you no longer use can be deleted from the printer list.

Before deleting the Canon IJ Printer, disconnect the cable that connects the machine to the computer.

The procedure to delete the unnecessary Canon IJ Printer from the printer list is as follows:

You cannot delete the Canon IJ Printer unless you are logged in as a user with the administrative right. For information about an administrative user, refer to the user's manual for the Mac OS.

1. Open **System Preferences**, and select **Print & Scan (Print & Fax)**
2. Delete the Canon IJ Printer from the printer list

From the printer list, select the Canon IJ Printer to be deleted, and then click -.

►► Note

- Even if a Canon IJ Printer is deleted from the printer list, you can re-register it automatically by connecting the machine to your computer.

Before Installing the Printer Driver

This section describes the items that you should check before installing the printer driver. You should also refer to this section if the printer driver cannot be installed.

Checking the Machine Status

- Confirm that the USB port of this machine and the computer are firmly connected with the USB cable.

Checking the Personal Computer Settings

- Terminate all running applications.
- Log on as the computer administrator. The installer will prompt you to enter the name and password of the administrative user. When multiple users are using Mac OS X, log on with the account of the administrator who registered first.

►► Important

- When you upgrade from Mac OS X v10.7 to Mac OS X v10.8 or Mac OS X v10.6.8 to Mac OS X v10.7, all printer drivers that were installed will be deleted. If you plan to continue using this machine, re-install the latest printer driver.

Related Topics

- [Obtaining the Latest Printer Driver](#)
- [Installing the Printer Driver](#)

Installing the Printer Driver

You can access our web site through the Internet and download the latest printer driver for your model.

The procedure for installing the downloaded printer driver is as follows:

1. Mount the disk

Double-click the disk image file you have downloaded.
The file is unpacked, and then the disk is mounted.

2. Start the installer

Double-click "PrinterDriver_XXX_YYY.pkg" (where "XXX" is your model name, and "YYY" is version) contained in the disk.

3. Start the installation

Install the printer driver according to the messages on the screen.

When the Software License Agreement is displayed, check the contents, and click **Continue**. If you do not agree to the terms of the Software License Agreement, you cannot install this software.

4. Selecting the install destination

If necessary, select where you want to install the printer driver, and then click **Continue**.

5. Executing the installation

Click **Install**.

When the authentication screen is displayed, enter the name and password of the administrator, and then click **Install Software**.

6. Complete the installation

When the completion message appears, click **Close**.

The printer driver is installed successfully.

»» Important

- If the Installer does not operate properly, select **Quit Installer** from the **Installer** menu of the Finder to quit the Installer. Then start the Installer again.
- You can download the printer driver for free, but you are responsible for paying any connection fees to the Internet.

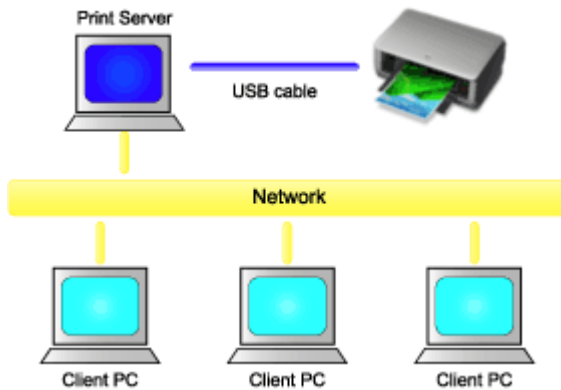
Related Topics

- [Obtaining the Latest Printer Driver](#)
- [Delete the Unnecessary Canon IJ Printer from the Printer List](#)
- [Before Installing the Printer Driver](#)

Sharing the Printer on a Network

When multiple computers are being used in the network environment, you can share the printer connected to one computer with the other computers.

Before carrying out the setup for printer sharing, select **Network** from **System Preferences**, and check whether the network settings have been set.



This section describes the procedure for sharing a printer among Mac.

- **Settings on Print Server**

This section describes the procedure for setting a computer that connects with this printer directly through a USB cable.

- **Settings on Client PC**

This section describes the procedure for setting a computer that uses this printer through a network.

When you execute print, the data is sent to the printer through the print server system.

Related Topic

- [Restrictions on Printer Sharing](#)

Settings on Print Server

When you use the printer on a network, set up the printer driver for sharing on the print server system.

The procedure for setting up the print server systems is as follows:

1. [Install the printer driver](#) on the print server system

2. Check that the printer to be used has been added

Open **System Preferences**, and select **Print & Scan (Print & Fax)**.

The printer list displays the printers that are connected to the computer.

3. Set sharing

Check the **Share this printer on the network** check box.

►► Note

-
- Depending on the environment you are using, a message prompting you to restart the computer may be displayed. To complete the installation properly, restart the computer.
-

The setup on the print server system is complete. Next, set up the client systems.

Settings on Client PC

After setting up the print server system, set up the client system.

The procedure for setting up the client systems is as follows:

1. **Install the printer driver** on the client systems

2. Display the printer list

Open **System Preferences**, and select **Print & Scan (Print & Fax)**.

Click **+** to display the printer list.

3. Add a printer to be shared

Select a shared printer displayed in the printer list, and then click **Add**.

The setup on the client systems is now completed.

►► Note

- The print procedures are the same as when the computer is connected directly to the printer with a USB cable.

At the Page Setup dialog, select the printer of the print server to be used.

Restrictions on Printer Sharing

These are restrictions that apply when you are using a printer in a network environment. Check the restrictions for the environment you are using.

- Install the same version of the printer driver in the print server system and the client systems. You can download the latest printer driver from our web site.
- Use printer sharing with users who have the administrator privilege.
- Depending on how the computer is connected with the machine, the computer may not be able to access the function information that was set on the machine and display the correct settings.

Copying

- ➔ [Making Copies](#)  **Basic**
- ➔ [Switching the Page Size between A4 and Letter](#)

Making Copies

Load the original on the platen glass to copy.

1. [Make sure that the machine is turned on.](#)
2. [Load A4 or Letter-sized plain paper.](#)
3. [Load the original on the platen glass.](#)

►► Note

- You can switch the size of paper loaded in the rear tray between A4 and Letter.
➔ [Switching the Page Size between A4 and Letter](#)

4. Press the **Color** button for color copying, or the **Black** button for black & white copying.

The machine starts copying.

Remove the original on the platen glass after copying is complete.

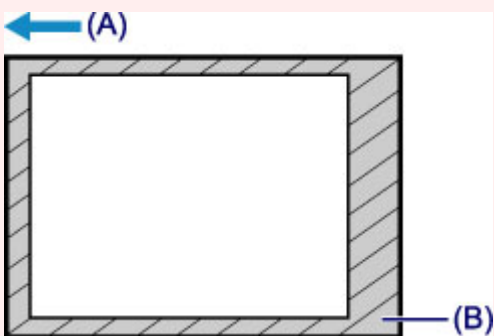
To make multiple copies

Press the **Color** button or the **Black** button repeatedly according to the number of copies you want.

Press the same button (**Color** button or **Black** button) as the one which you previously pressed.

►► Important

- Do not open the document cover or remove the original from the platen glass until scanning is completed.
While the machine is scanning the original, the **ON** lamp keeps flashing.
- If the original covers the whole page, area (B) in the figure below cannot be printed.



(A) The direction in which the paper is ejected

(B) Unprintable area

For details on the printable area:

- For A4 sized paper:
➔ [Other Sizes than Letter, Legal, Envelopes](#)
- For Letter-sized paper:
➔ [Letter, Legal](#)

»» Note

- To cancel copying, press the **Stop** button.
- **To set the print quality to "Draft" (speed priority)**

You can set the print quality to "Draft" (speed priority) following the procedure below.

1. Press and hold down the **Color** or **Black** button for 2 or more seconds in step 4.

The **ON** lamp flashes once.

2. Release the button.

The machine starts copying.

When the print quality is set to "Draft", print speed is given priority over quality. To give priority to quality, press the **Color** or **Black** button for less than 2 seconds to copy in the print quality "Standard".

Switching the Page Size between A4 and Letter

You can switch the size of paper loaded on the rear tray between A4 and Letter.

This setting is useful if you usually load Letter-sized paper in the rear tray.

1. [Make sure that the machine is turned on.](#)
2. Press and hold the **Stop** button until the **Alarm** lamp flashes 10 times.
3. Release the **Stop** button.

The **ON** lamp starts flashing instead of remaining lit.

4. Press the **Black** button to select A4, or the **Color** button to select Letter.

The **ON** lamp stops flashing and remains lit, then the paper size is changed.

▶▶ Note

- When you switch the page size to A4 or Letter, load paper of the selected size.
When the page size is set to A4, load A4 plain paper.
When the page size is set to Letter, load Letter-sized plain paper.
- This setting is retained even if the machine is turned off.

Scanning

- ➔ [Scanning from a Computer](#)
 - ➔ [Scanning with IJ Scan Utility](#)
 - ➔ [Scanning with Scanner Driver](#)
 - ➔ [Useful Information on Scanning](#)
 - ➔ [Placing Items \(When Scanning from a Computer\)](#)

Scanning from a Computer

- ➔ [Scanning with IJ Scan Utility](#)
- ➔ [Scanning with Scanner Driver](#)
- ➔ [Useful Information on Scanning](#)
- ➔ [Placing Items \(When Scanning from a Computer\)](#)

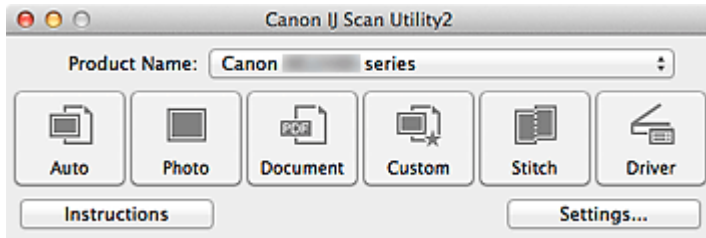
Scanning with IJ Scan Utility

- What Is IJ Scan Utility (Scanner Software)?
- Starting IJ Scan Utility
- Easy Scanning with Auto Scan 📄 **Basic**
- Scanning Photos
- Scanning Documents
- Scanning with Favorite Settings
- Scanning Items Larger than the Platen (Image Stitch)
- Scanning Multiple Items at One Time
- Saving after Checking Scan Results
- Sending Scanned Images via E-mail
- Extracting Text from Scanned Images (OCR)
- IJ Scan Utility Screens

What Is IJ Scan Utility (Scanner Software)?

IJ Scan Utility is an application that allows you to easily scan photos, documents, etc.

You can complete from scanning to saving at one time by simply clicking the corresponding icon in the IJ Scan Utility main screen.



What You Can Do with IJ Scan Utility

Scan Easily according to Purposes

You can scan by simply clicking an icon such as **Auto** to scan easily, **Photo** to scan with settings suitable for photos, or **Document** to sharpen text in a document or magazine for better readability, according to the item type or your purpose.

»» Note

- Refer to "[IJ Scan Utility Main Screen](#)" for details on the IJ Scan Utility main screen.

Save Scanned Images Automatically

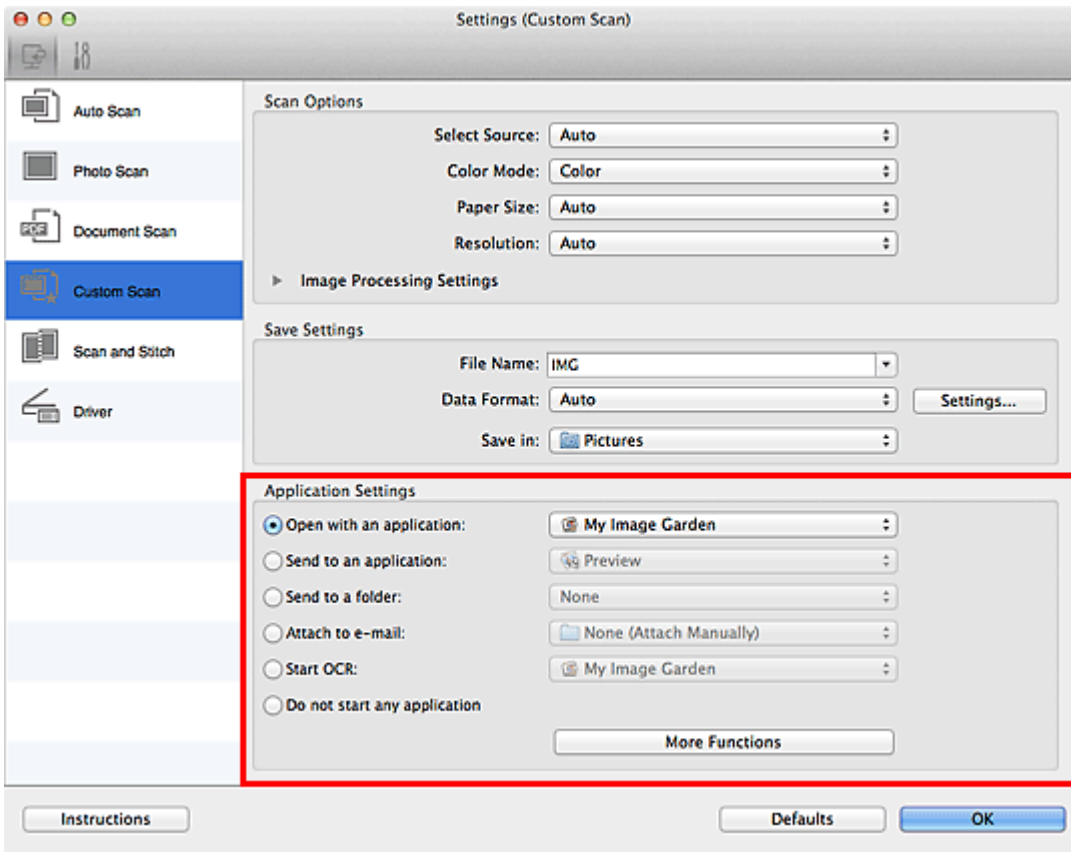
Scanned images are automatically saved in a preset folder. You can change the folder as required.

»» Note

- The default save folder is the **Pictures** folder.
- Refer to "[Settings Dialog](#)" for how to specify a folder.

Integrate with Applications

You can utilize scanned images through integration with other applications; display scanned images in your favorite application, attach them to e-mails, extract text from images, and more.



»»» Important

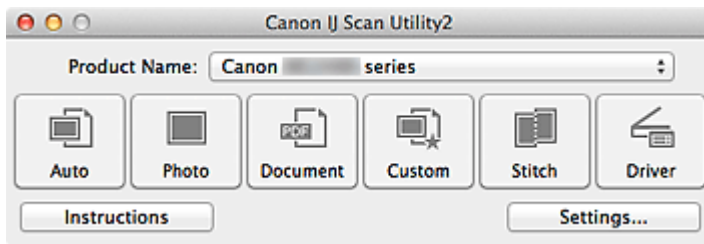
- Some functions are available only when My Image Garden is installed.

»»» Note

- Refer to "[Settings Dialog](#)" for how to set the applications to integrate with.

Starting IJ Scan Utility

From the **Go** menu of Finder, select **Applications**, then double-click the **Canon Utilities** folder, **IJ Scan Utility** folder, and then **Canon IJ Scan Utility2** icon to start IJ Scan Utility.



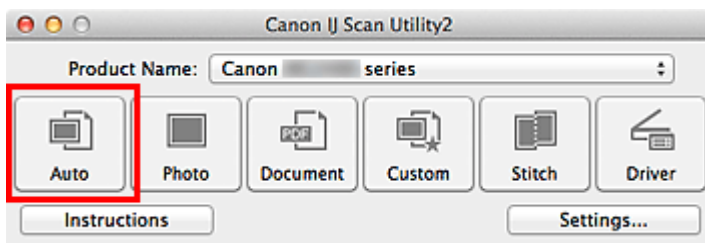
Easy Scanning with Auto Scan

You can scan easily by automatically detecting the item type.

»»» Important

- The following types of items may not be scanned correctly. In that case, adjust the cropping frames (selection boxes; scan areas) in the screen displayed by clicking **Driver** in the IJ Scan Utility main screen and scan again.
 - Photos that have a whitish background
 - Items printed on white paper, hand-written documents, business cards, etc.
 - Thin items
 - Thick items

1. Make sure that your scanner or printer is turned on.
2. Place items on the platen of your scanner or printer.
 - ➔ [Placing Items \(When Scanning from a Computer\)](#)
3. [Start IJ Scan Utility](#).
4. Click **Auto**.



Scanning starts.

»»» Note

- Click **Cancel** to cancel the scan.
- To apply suitable corrections based on the item type, click **Settings...**, then select the **Apply recommended image correction** checkbox in the **Settings (Auto Scan)** dialog.
- Scanned images are saved in the folder set for **Save in** in the [Settings \(Auto Scan\) dialog](#) displayed by clicking **Settings...**. In the **Settings (Auto Scan)** dialog, you can also make advanced scan settings.
- Refer to the following pages to scan by specifying the item type.
 - ➔ [Scanning Photos](#)
 - ➔ [Scanning Documents](#)
 - ➔ [Scanning with Favorite Settings](#)

Scanning Photos

You can scan photos placed on the platen with settings suitable for photos.

1. Place the photo on the platen.

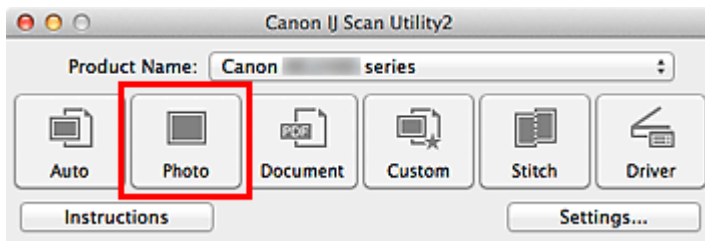
➔ [Placing Items \(When Scanning from a Computer\)](#)

2. [Start IJ Scan Utility](#).

3. Click **Settings...**, select the **Settings (Photo Scan)** dialog, then set the paper size, resolution, etc. as required.

When setting is completed, click **OK**.

4. Click **Photo**.



Scanning starts.

►► Note

- Click **Cancel** to cancel the scan.
- Scanned images are saved in the folder set for **Save in** in the **Settings (Photo Scan)** dialog displayed by clicking **Settings...**. In the **Settings (Photo Scan)** dialog, you can also make advanced scan settings.

Scanning Documents

You can scan items placed on the platen with settings suitable for documents.

1. Place the item on the platen.

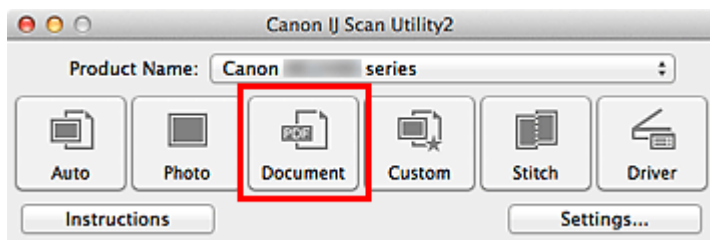
➔ [Placing Items \(When Scanning from a Computer\)](#)

2. [Start IJ Scan Utility](#).

3. Click **Settings...**, select the **Settings (Document Scan)** dialog, then set the paper size, resolution, etc. as required.

When setting is completed, click **OK**.

4. Click **Document**.



Scanning starts.

►► Note

- Click **Cancel** to cancel the scan.
- Scanned images are saved in the folder set for **Save in** in the **Settings (Document Scan)** dialog displayed by clicking **Settings...**. In the **Settings (Document Scan)** dialog, you can also make advanced scan settings.

Scanning with Favorite Settings

You can scan items placed on the platen with your favorite settings saved beforehand. This is convenient for saving frequently used settings or when specifying scan settings in detail.

1. Start IJ Scan Utility.

2. Click **Settings...**, select the **Settings (Custom Scan)** dialog, then set the select source, resolution, etc.

When setting is completed, click **OK**.

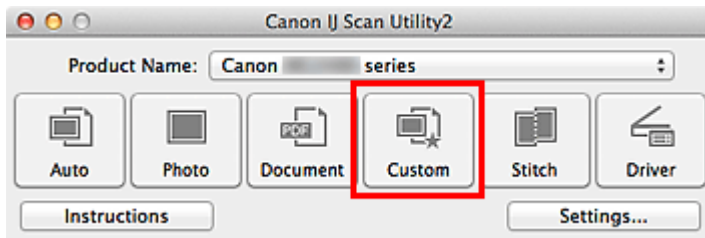
»»» Note

- Once the settings are made, you can scan with the same settings from the next time.

3. Place the item on the platen.

➔ [Placing Items \(When Scanning from a Computer\)](#)

4. Click **Custom**.



Scanning starts.

»»» Note

- Click **Cancel** to cancel the scan.
- Scanned images are saved in the folder set for **Save in** in the **Settings (Custom Scan)** dialog displayed by clicking **Settings...**. In the **Settings (Custom Scan)** dialog, you can also make advanced scan settings.

Scanning Items Larger than the Platen (Image Stitch)

You can scan the left and right halves of an item larger than the platen and combine them back into one image. Items up to approximately twice as large as the platen are supported.

»» Note

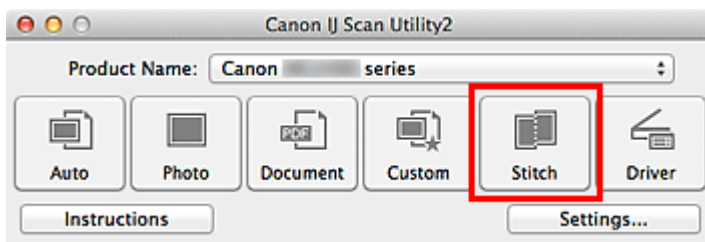
- The following explains how to scan from the item to be placed on the left side.

1. Start IJ Scan Utility.

2. Click **Settings...**, select the **Settings (Scan and Stitch)** dialog, then set the item type, resolution, etc. as required.

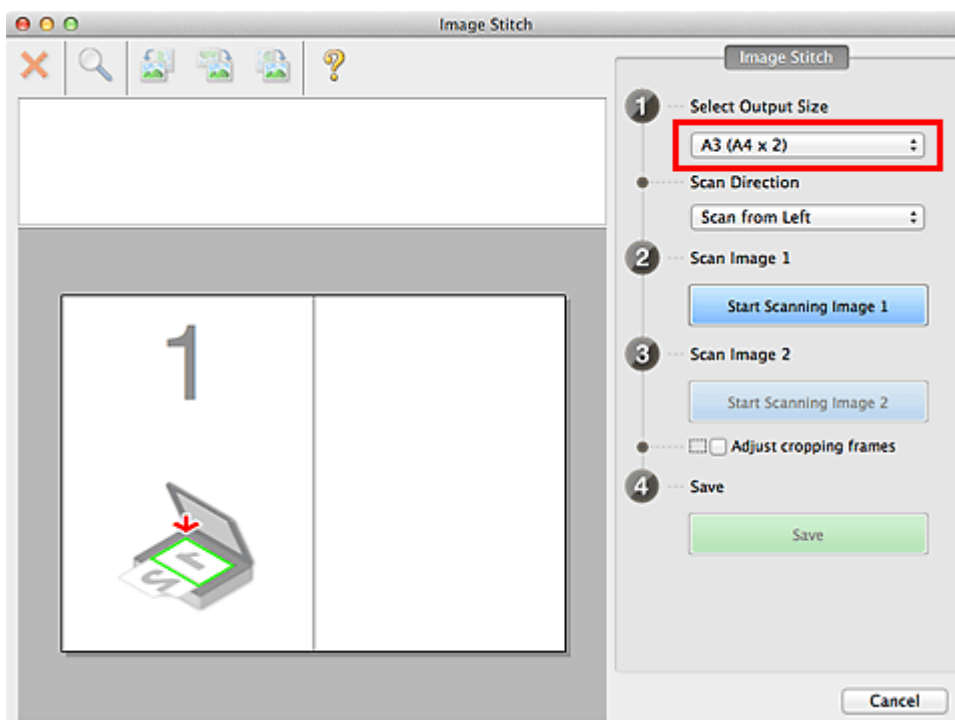
When setting is completed, click **OK**.

3. Click **Stitch**.

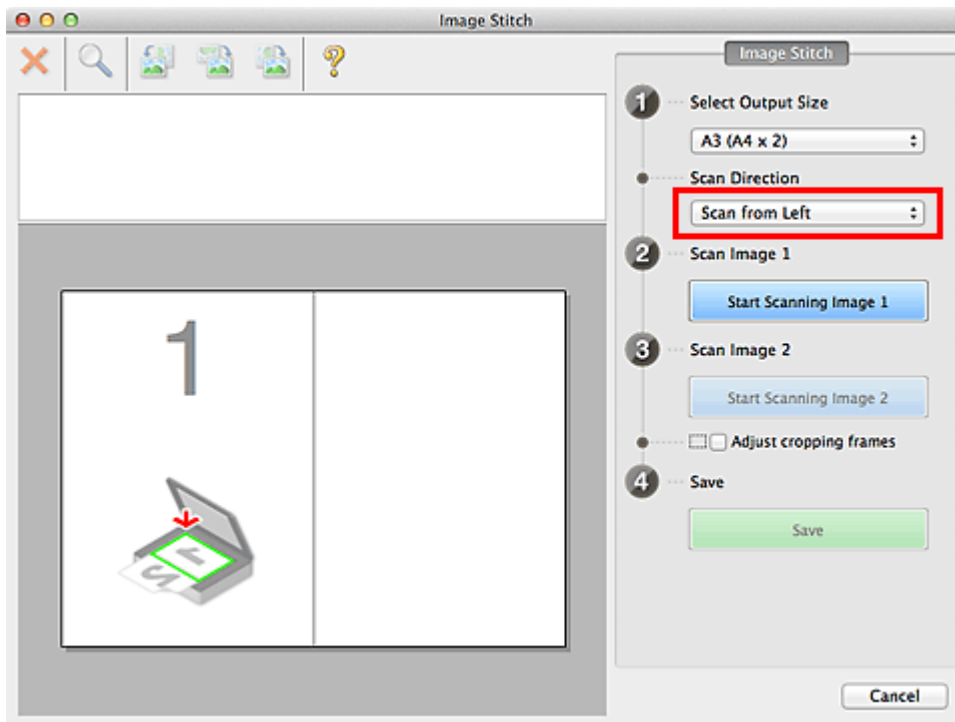


The **Image Stitch** window appears.

4. In **Select Output Size**, select an output size according to the paper size.

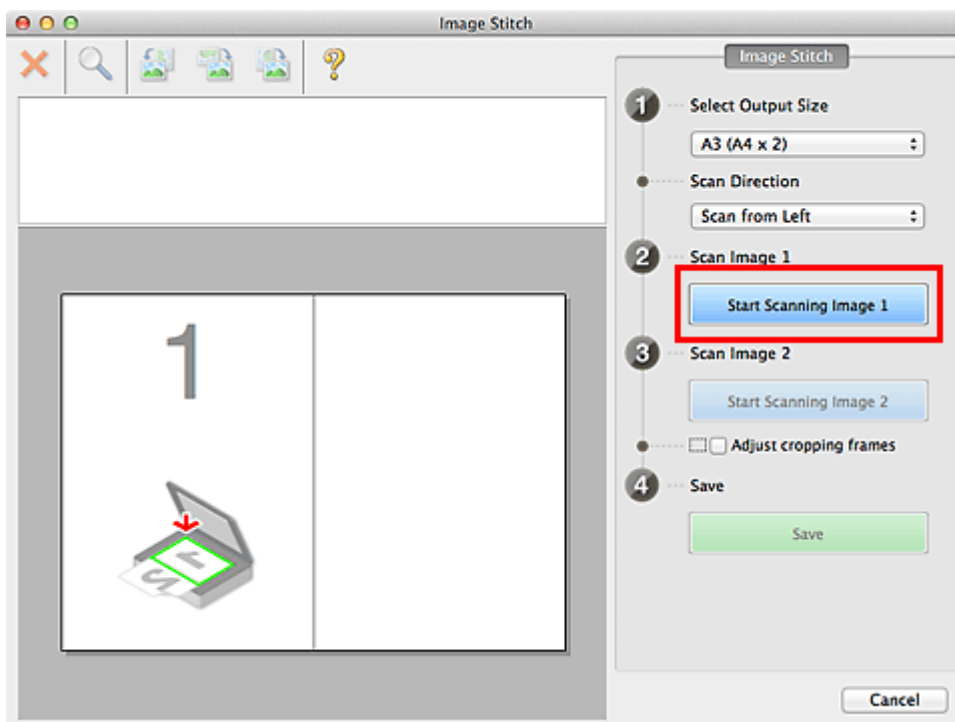


5. Make sure that **Scan from Left** is selected in **Scan Direction**.



6. Place the item that is to be displayed on the left side of the screen face-down on the platen.

7. Click **Start Scanning Image 1**.



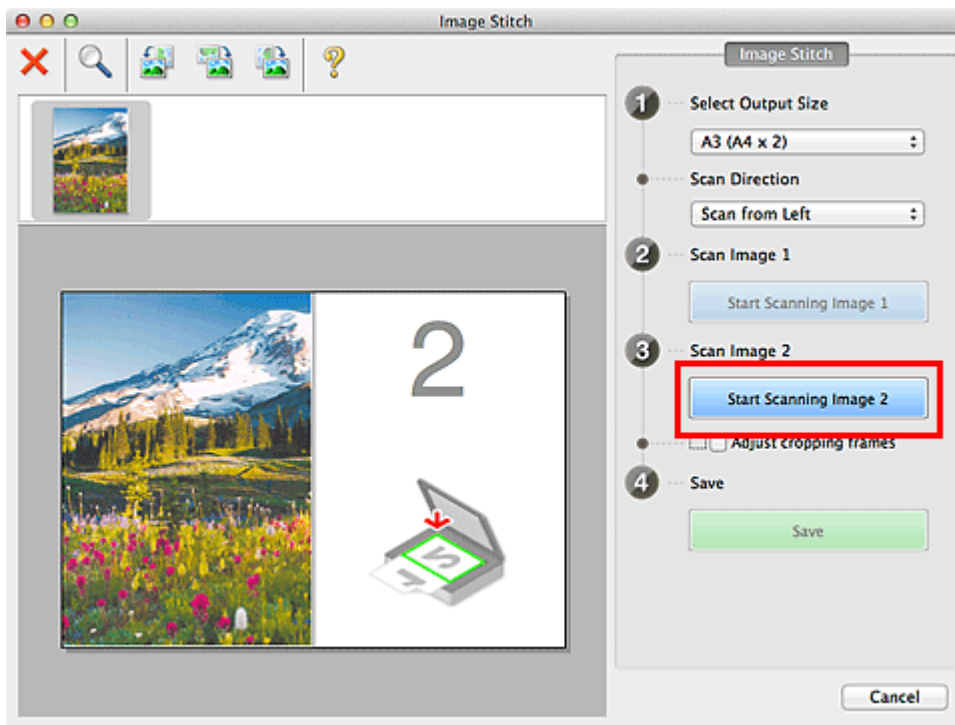
The first item is scanned and appears in 1.

»»» Note

- Click **Cancel** to cancel the scan.

8. Place the item that is to be displayed on the right side of the screen face-down on the platen.

9. Click **Start Scanning Image 2**.



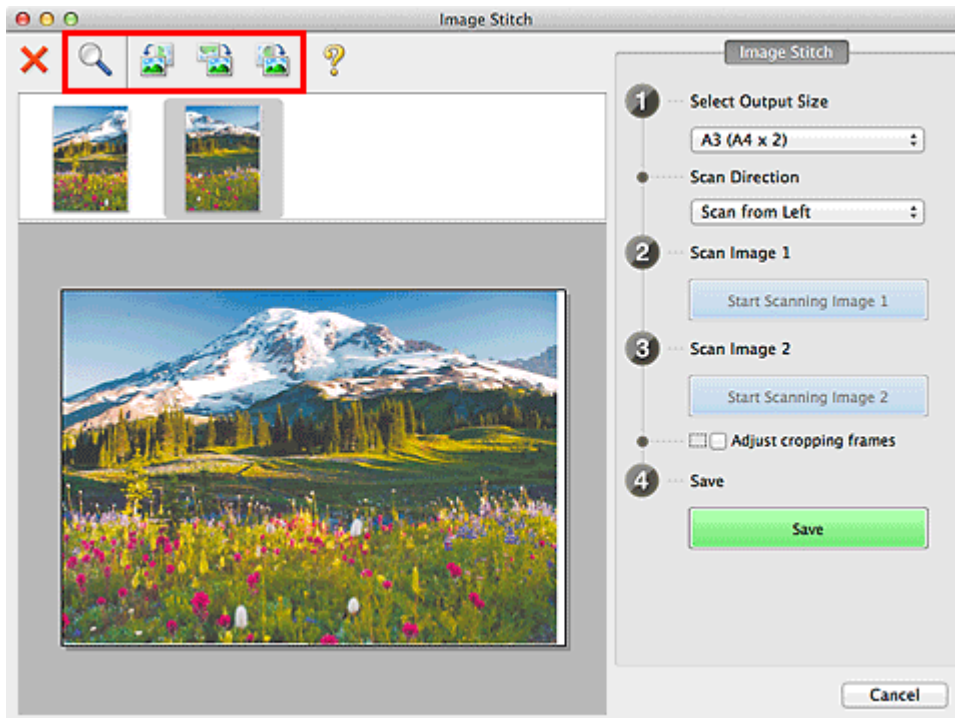
The second item is scanned and appears in **2**.

»»» Note

- Click **Cancel** to cancel the scan.

10. Adjust the scanned images as required.

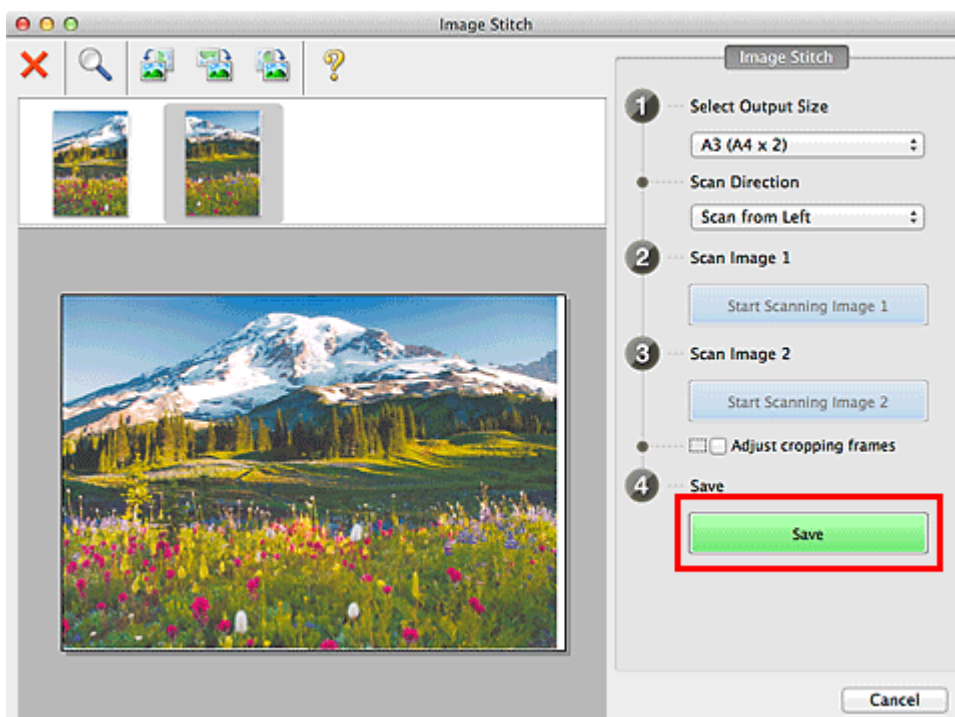
Use the Toolbar to rotate or zoom in/out, or drag the images to adjust their positions.



►►► Note

- Select the **Adjust cropping frames** checkbox to specify the area to be saved.
 - ➔ [Adjusting Cropping Frames in the Image Stitch Window](#)
- To scan an item again, select the image in the Preview area or the thumbnail at the top of the screen, then click **X** (Delete). The selected image is deleted, allowing you to scan the item again.

11. Click **Save**.



The combined image is saved.

»» Note

- Refer to "[Image Stitch Window](#)" for details on the **Image Stitch** window.
 - You can make advanced scan settings in the [Settings \(Scan and Stitch\)](#) dialog displayed by clicking **Settings....**
-

Scanning Multiple Items at One Time

You can scan two or more photos (small items) placed on the platen at one time and save each image individually.

»» Important

- The following types of items may not be scanned correctly. In that case, adjust the cropping frames (selection boxes; scan areas) in the screen displayed by clicking **Driver** in the IJ Scan Utility main screen and scan again.
 - Photos that have a whitish background
 - Items printed on white paper, hand-written documents, business cards, etc.
 - Thin items
 - Thick items

Using Auto Scan

Whether there are multiple items or not is detected automatically. Click **Auto** and scan.

➔ [Easy Scanning with Auto Scan](#)

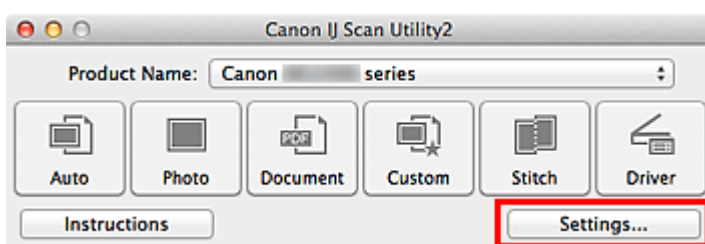
Not Using Auto Scan

In the Settings dialog, set **Paper Size** to **Auto scan** and scan.

»» Note

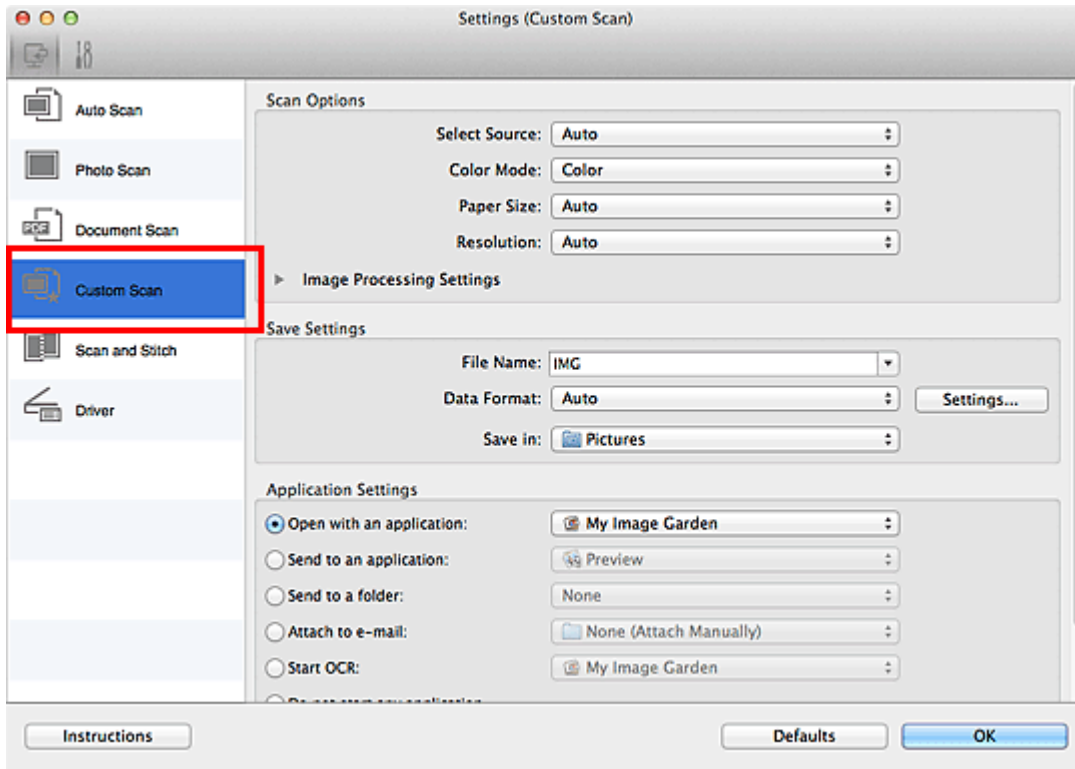
- The screens for scanning with favorite settings are used as examples in the following descriptions.

1. Place the items on the platen.
 - ➔ [Placing Items \(When Scanning from a Computer\)](#)
2. [Start IJ Scan Utility.](#)
3. Click **Settings....**

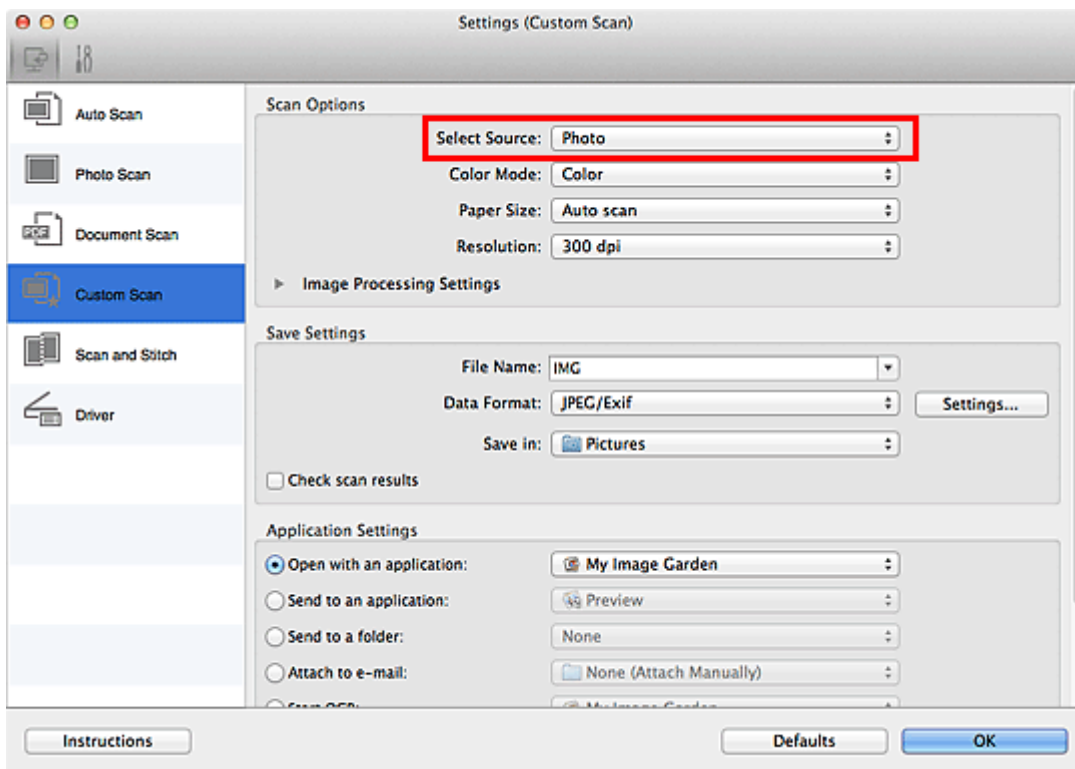


The Settings dialog appears.

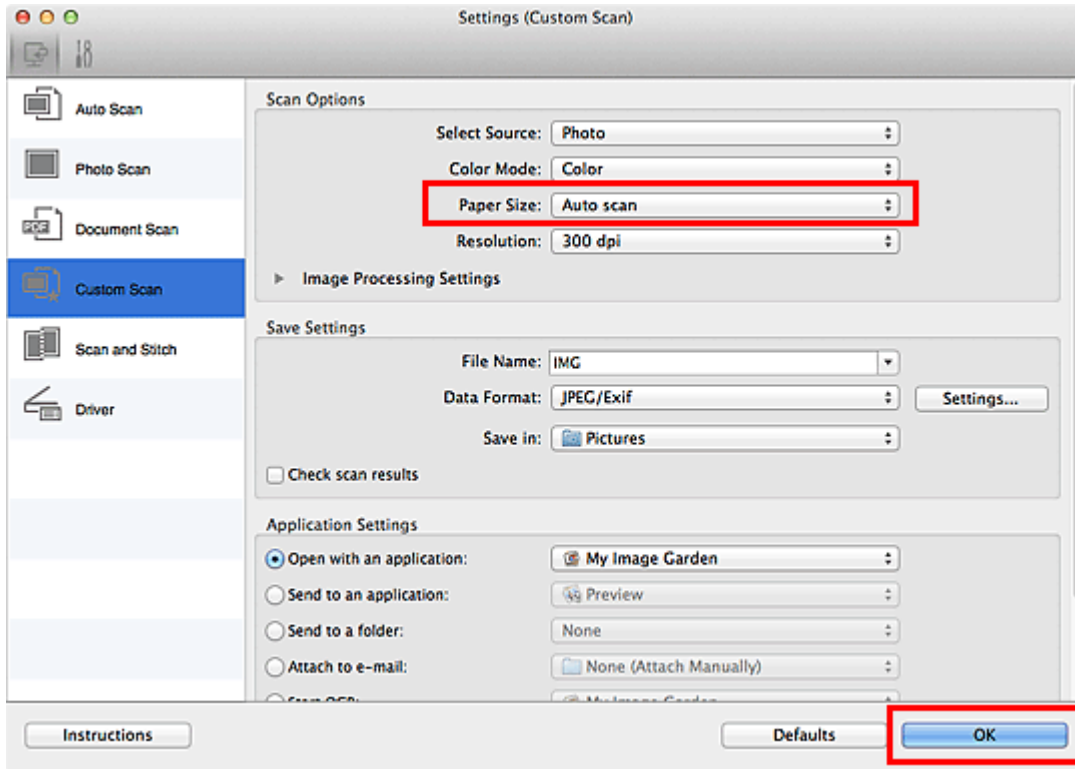
4. Click **Custom Scan**.



5. Select **Select Source** according to the items to be scanned.



6. Select **Auto scan** for **Paper Size**, then click **OK**.

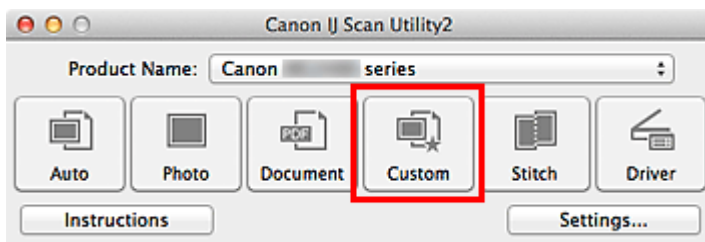


The IJ Scan Utility main screen appears.

»»» Note

- Refer to the following pages for details on the setting items in the Settings dialog.
 - ➔ [Settings \(Photo Scan\) Dialog](#)
 - ➔ [Settings \(Document Scan\) Dialog](#)
 - ➔ [Settings \(Custom Scan\) Dialog](#)

7. Click **Custom**.



Multiple items are scanned at one time.

»»» Note

- Click **Cancel** to cancel the scan.
- Scanned images are saved in the folder set for **Save in** in the corresponding Settings dialog displayed by clicking **Settings...**. In each Settings dialog, you can also make advanced scan settings.

Saving after Checking Scan Results

You can check the scan results, then save the images to a computer.

►►► Important

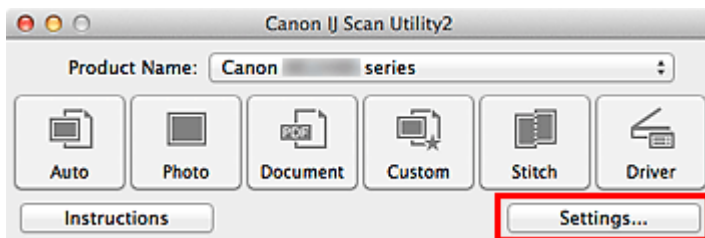
- You cannot check the scan results before saving when scanned using **Auto** scan.

►►► Note

- The screens for scanning photos are used as examples in the following descriptions.

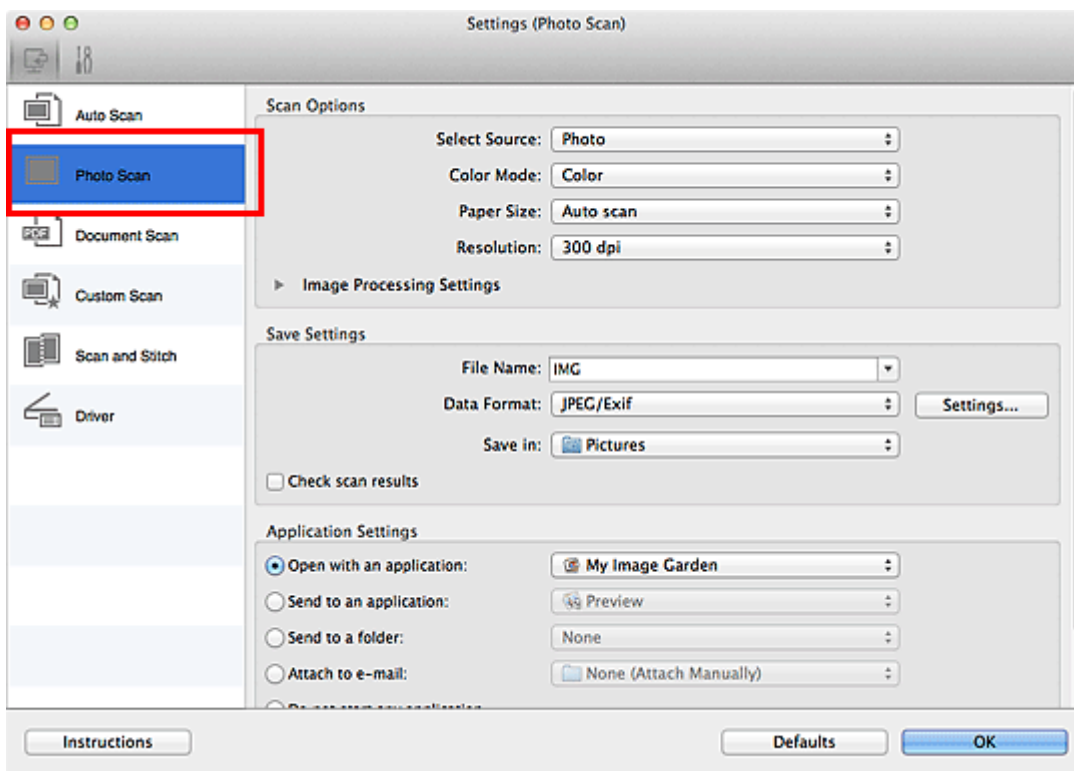
1. Start IJ Scan Utility.

2. Click **Settings...**

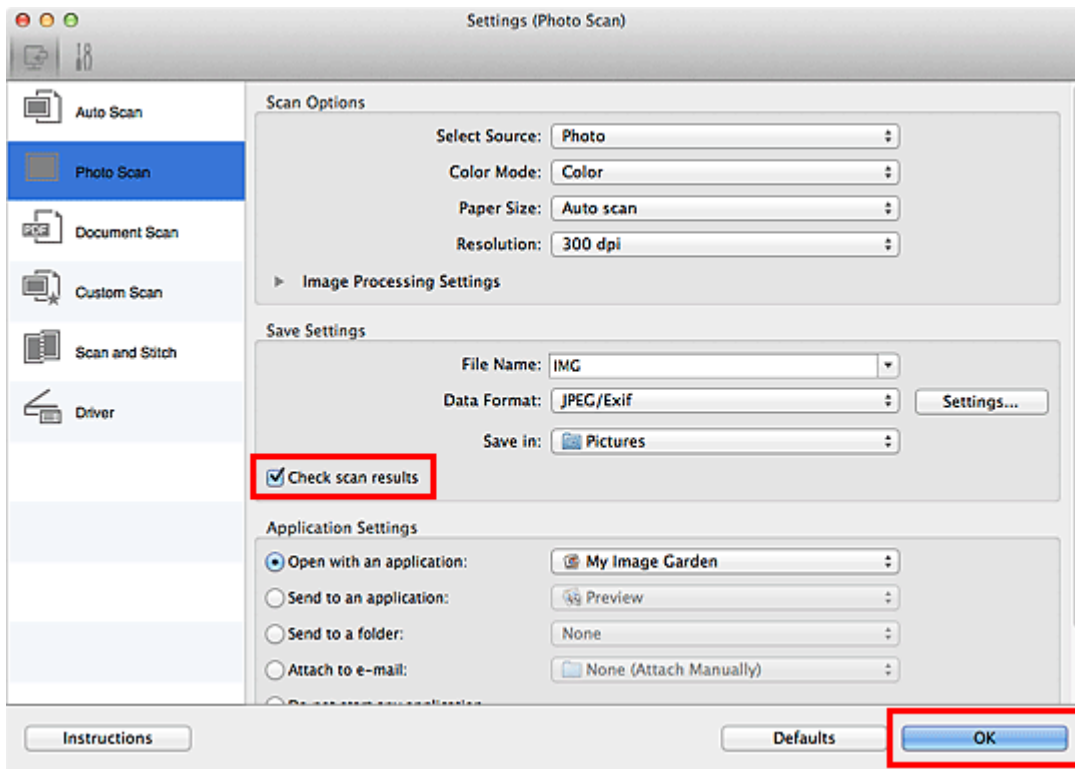


The [Settings dialog](#) appears.

3. Click **Photo Scan**.



4. Select the **Check scan results** checkbox, then click **OK**.

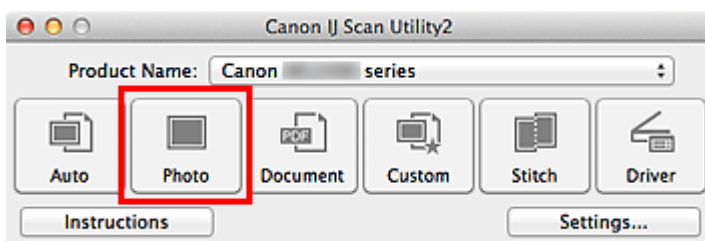


The IJ Scan Utility main screen appears.

►►► Note

- Refer to the following pages for details on the setting items in the Settings dialog.
 - ➔ [Settings \(Photo Scan\) Dialog](#)
 - ➔ [Settings \(Document Scan\) Dialog](#)
 - ➔ [Settings \(Custom Scan\) Dialog](#)
 - ➔ [Settings \(Scan and Stitch\) Dialog](#)
 - ➔ [Settings \(Driver\) Dialog](#)

5. Click **Photo**.



Scanning starts.

When scanning is completed, the **Save Settings** dialog appears.

►►► Note

- Click **Cancel** to cancel the scan.

6. Change the image order or file save options as required.

You can change the image order or file save options in the [Save Settings](#) dialog.

»» Note

- The default save folder is the **Pictures** folder.

7. Click **OK**.

Scanned images are saved according to the settings.

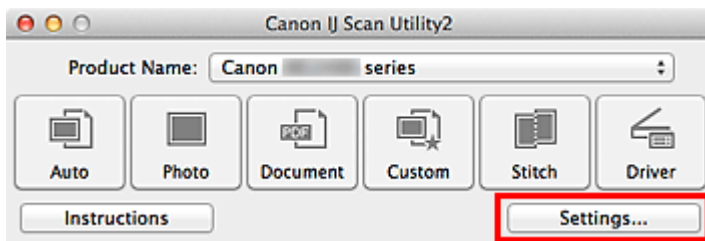
Sending Scanned Images via E-mail

You can send scanned images via e-mail.

►►► Note

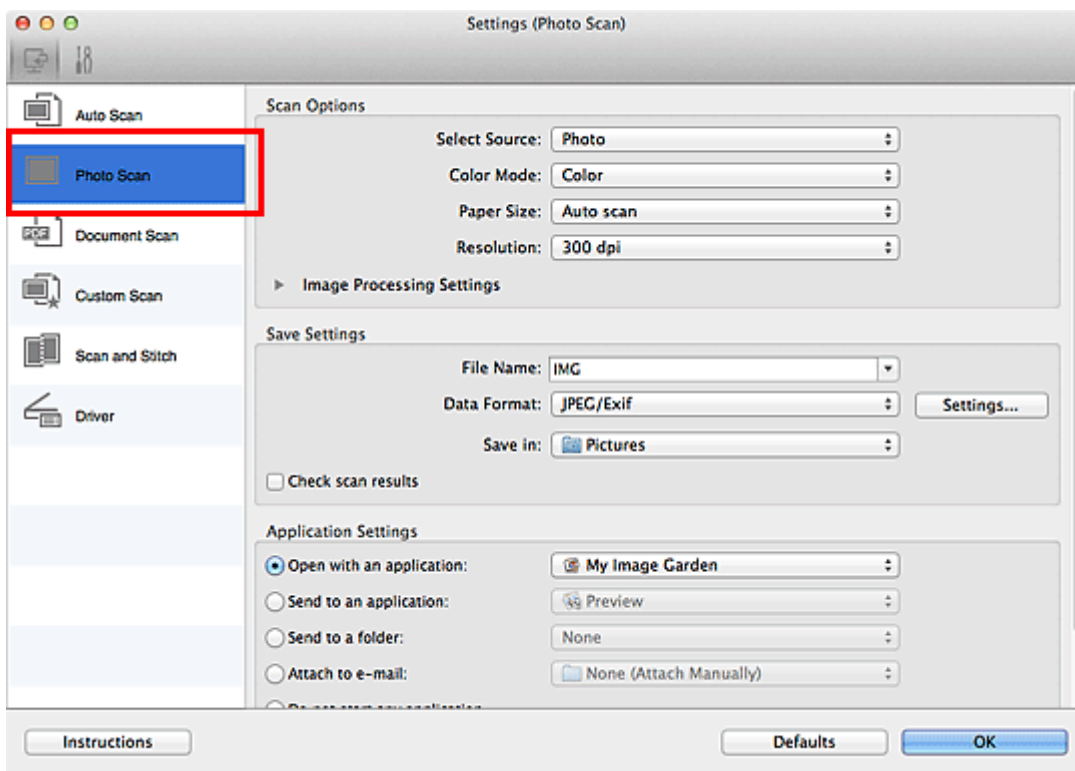
- The screens for scanning photos are used as examples in the following descriptions.

1. Start IJ Scan Utility.
2. Click **Settings...**

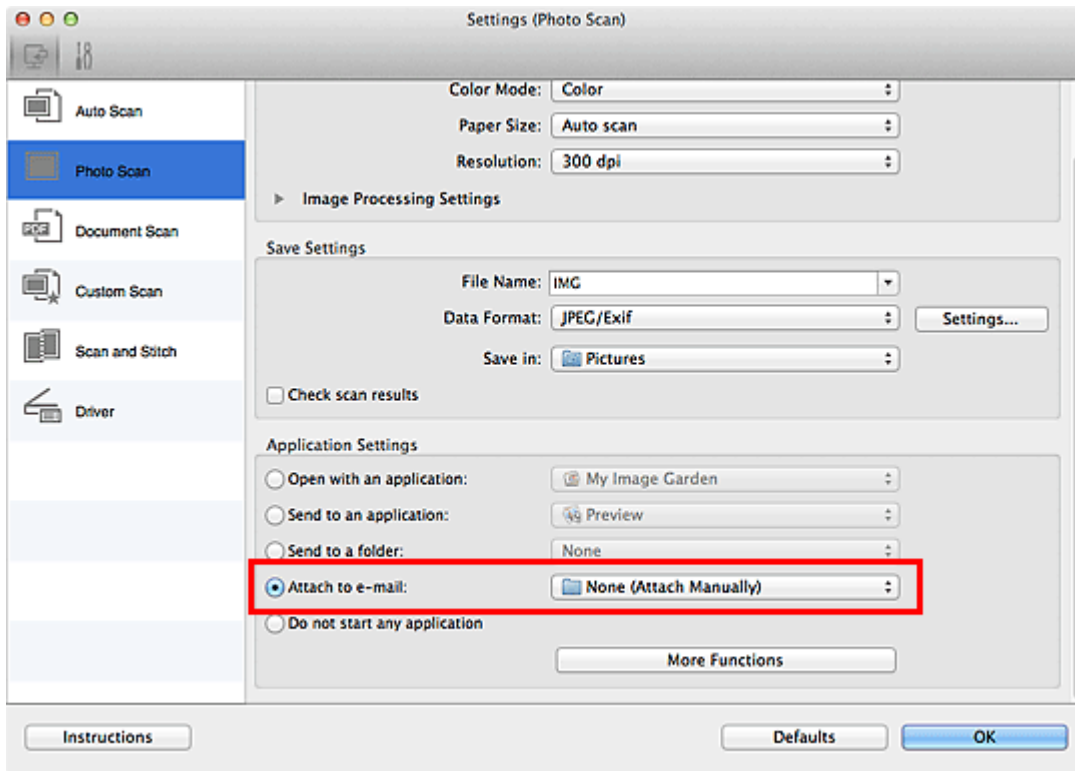


The [Settings dialog](#) appears.

3. Click **Photo Scan**.



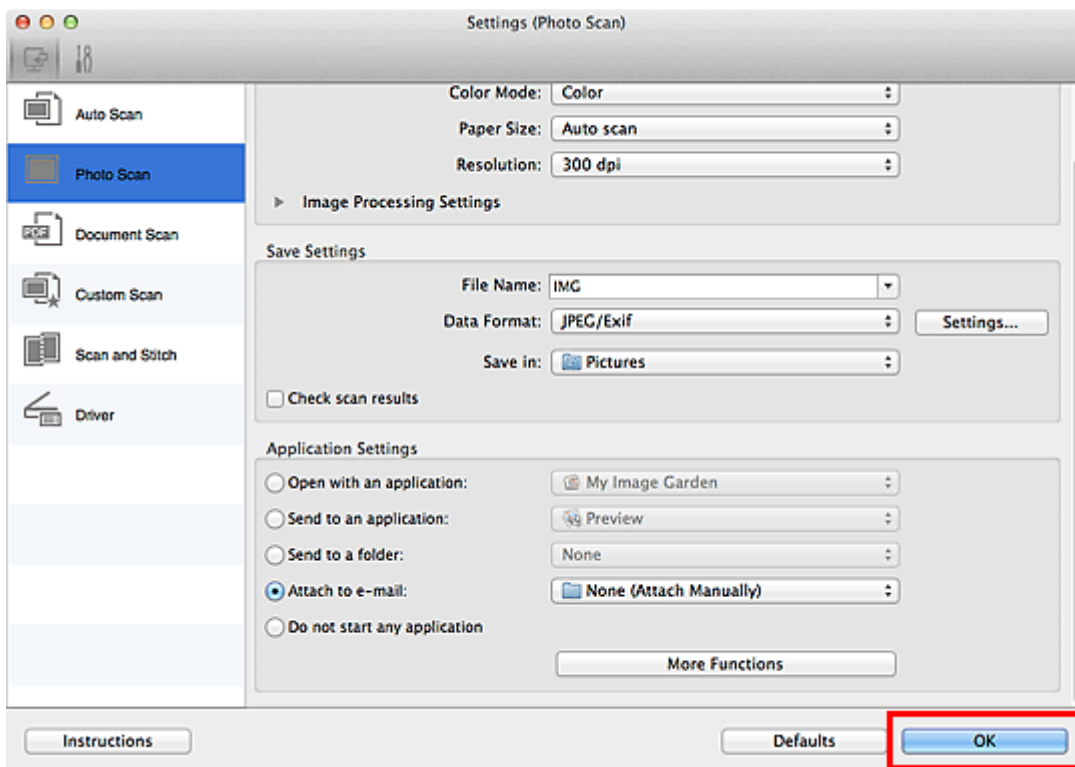
4. Select **Attach to e-mail** in **Application Settings**, then select an e-mail client.



»» Note

- You can add e-mail clients to use for attachments from the pop-up menu.
- If **None (Attach Manually)** is selected, manually attach scanned and saved images to e-mail.

5. Click **OK**.

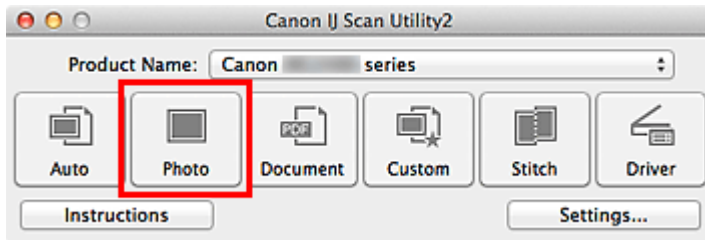


The IJ Scan Utility main screen appears.

»»» Note

- Refer to the following pages for details on the setting items in the Settings dialog.
 - ➔ [Settings \(Auto Scan\) Dialog](#)
 - ➔ [Settings \(Photo Scan\) Dialog](#)
 - ➔ [Settings \(Document Scan\) Dialog](#)
 - ➔ [Settings \(Custom Scan\) Dialog](#)
 - ➔ [Settings \(Driver\) Dialog](#)

6. Click **Photo**.



Scanning starts.

When scanning is completed, the specified e-mail client starts and the images will be attached to a new message.

»»» Note

- Click **Cancel** to cancel the scan.
- The scanned images are saved according to the settings made in the Settings dialog.
- When the **Check scan results** checkbox is selected in the Settings dialog, the [Save Settings dialog](#) appears. After you set the save options and click **OK**, the scanned images are saved and automatically attached to a new message of the specified e-mail client.

7. Specify the recipient, enter the subject and message, then send e-mail.

Refer to the manual of your e-mail client for e-mail settings.

Extracting Text from Scanned Images (OCR)

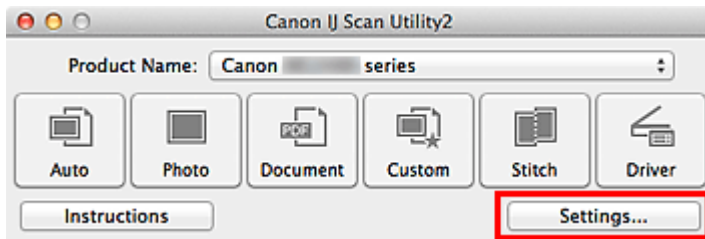
Scan text in scanned magazines and newspapers and display it in TextEdit (included with Mac OS).

►►► Note

- You can extract text when scanning via **Document**, **Custom**, or **Driver**.
- The screens for scanning documents are used as examples in the following descriptions.

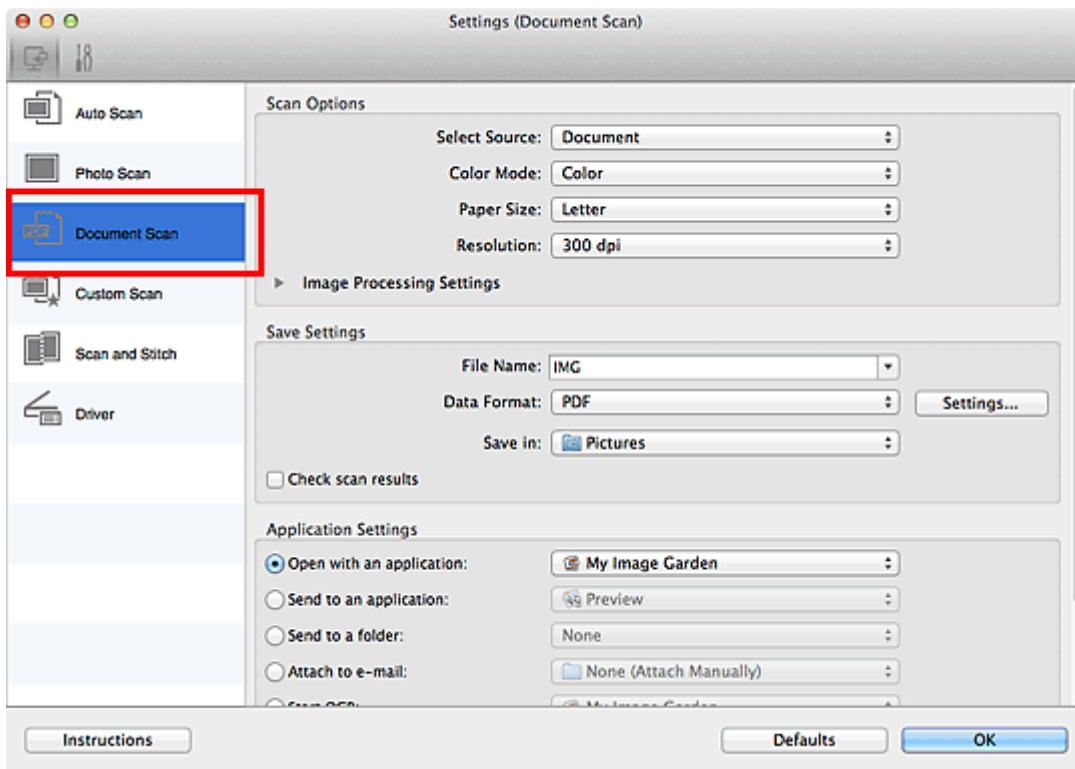
1. Start IJ Scan Utility.

2. Click **Settings...**



The [Settings dialog](#) appears.

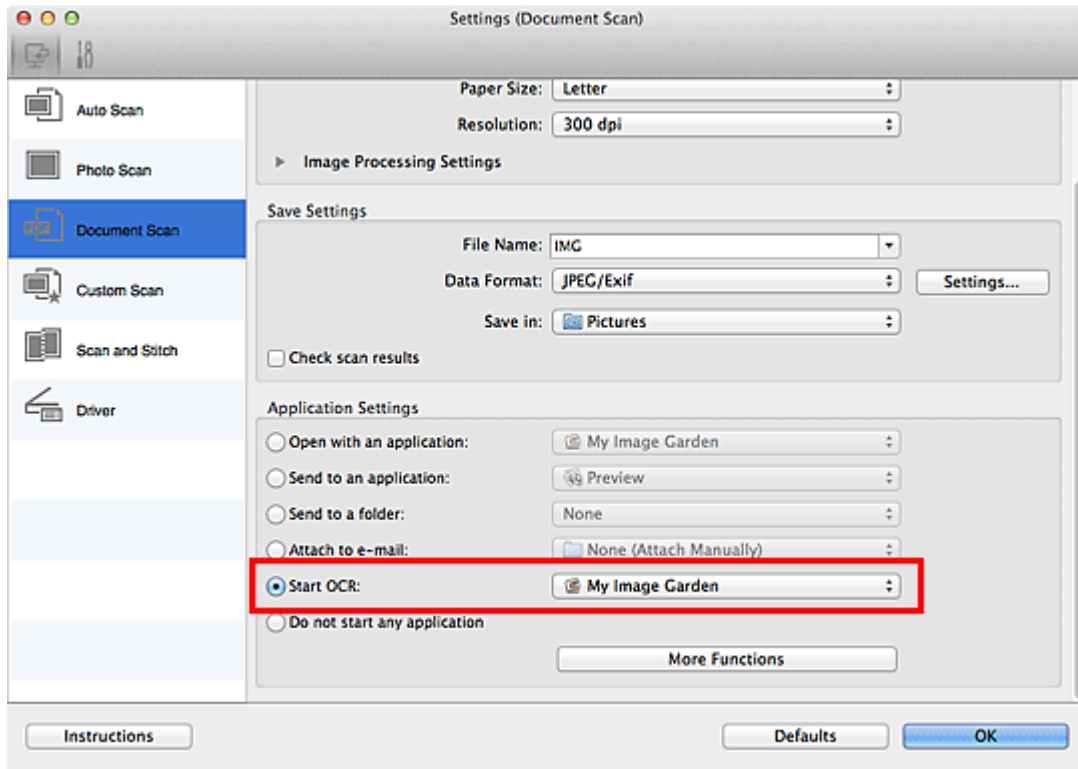
3. Click **Document Scan**.



»»» Note

- For **Resolution**, only **300 dpi** or **400 dpi** can be set when **Start OCR** is selected in **Application Settings**.

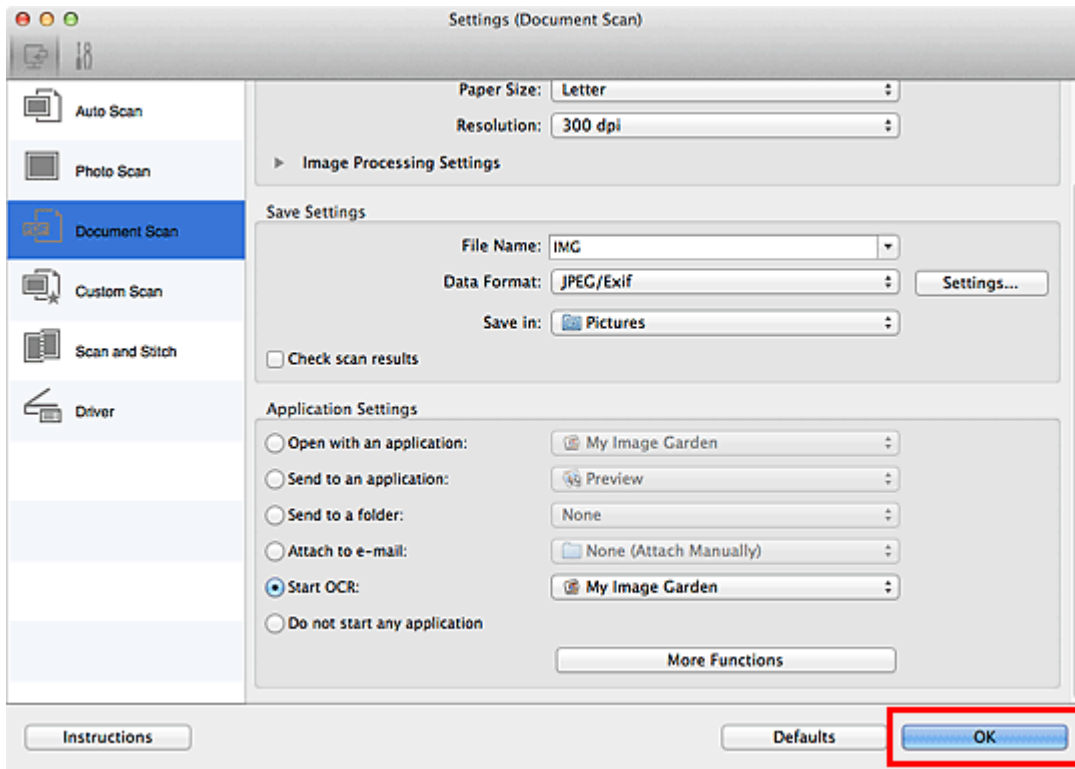
4. Select **Start OCR** for **Application Settings**, then select the application in which you want to display the result.



»»» Note

- When My Image Garden is specified, after the image is scanned, the text in the image is extracted and appears in TextEdit (included with Mac OS).

5. Click **OK**.

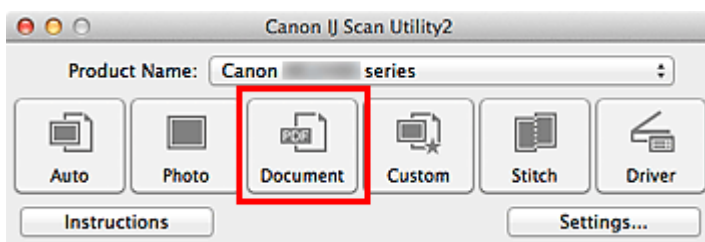


The IJ Scan Utility main screen appears.

»»» Note

- Refer to the following pages for details on the setting items in the Settings dialog.
 - ➔ [Settings \(Document Scan\) Dialog](#)
 - ➔ [Settings \(Custom Scan\) Dialog](#)
 - ➔ [Settings \(Driver\) Dialog](#)

6. Click **Document**.



Scanning starts.

When scanning is completed, the scanned images are saved according to the settings, and the extracted text appears in the specified application.

»»» Note

- Click **Cancel** to cancel the scan.
- Text displayed in TextEdit (included with Mac OS) is for guidance only. Text in the image of the following types of documents may not be detected correctly.

- Documents containing text with font size outside the range of 8 points to 40 points (at 300 dpi)
 - Slanted documents
 - Documents placed upside down or documents with text in the wrong orientation (rotated characters)
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with narrow line spacing
 - Documents with colors in the background of text
 - Documents containing multiple languages
-

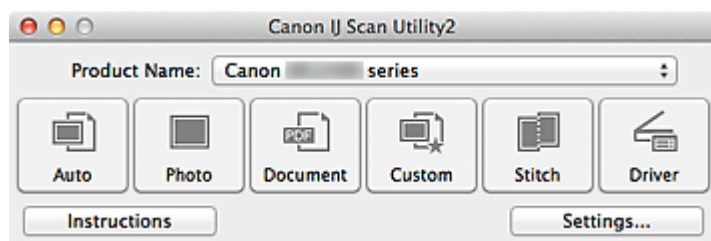
IJ Scan Utility Screens

- IJ Scan Utility Main Screen
- Settings Dialog
 - Settings (Auto Scan) Dialog
 - Settings (Photo Scan) Dialog
 - Settings (Document Scan) Dialog
 - Settings (Custom Scan) Dialog
 - Settings (Scan and Stitch) Dialog
 - Settings (Driver) Dialog
 - Settings (General Settings) Dialog
- Data Format Settings Dialog
- Save Settings Dialog
- Image Stitch Window

IJ Scan Utility Main Screen

From the **Go** menu of Finder, select **Applications**, then double-click the **Canon Utilities** folder, **IJ Scan Utility** folder, and then **Canon IJ Scan Utility2** icon to start IJ Scan Utility.

You can complete from scanning to saving at one time by simply clicking the corresponding icon.



- **Product Name**

Displays the name of the product that IJ Scan Utility is currently set to use.

If the displayed product is not the one you want to use, select the desired product from the list.

- **Auto**

Detects the type of items automatically and saves them to a computer. The data format for saving will also be set automatically.

Save settings and the response after scanning can be specified in the [Settings \(Auto Scan\) dialog](#).

- **Photo**

Scans items as photos and saves them to a computer.

Scan/save settings and the response after scanning can be specified in the [Settings \(Photo Scan\) dialog](#).

- **Document**

Scans items as documents and saves them to a computer.

Scan/save settings and the response after scanning can be specified in the [Settings \(Document Scan\) dialog](#).

- **Custom**

Scans items with your favorite settings and saves the images to a computer. The item type can be automatically detected.

Scan/save settings and the response after scanning can be specified in the [Settings \(Custom Scan\) dialog](#).

- **Stitch**

Displays the **Image Stitch** window in which you can scan the left and right halves of an item larger than the platen and combine the scanned images back into one image.

Scan/save settings and the response after scanning can be specified in the [Settings \(Scan and Stitch\) dialog](#).

- **Driver**

Allows you to make image corrections and color adjustments when scanning.

Scan/save settings and the response after scanning can be specified in the [Settings \(Driver\) dialog](#).



- **Instructions**

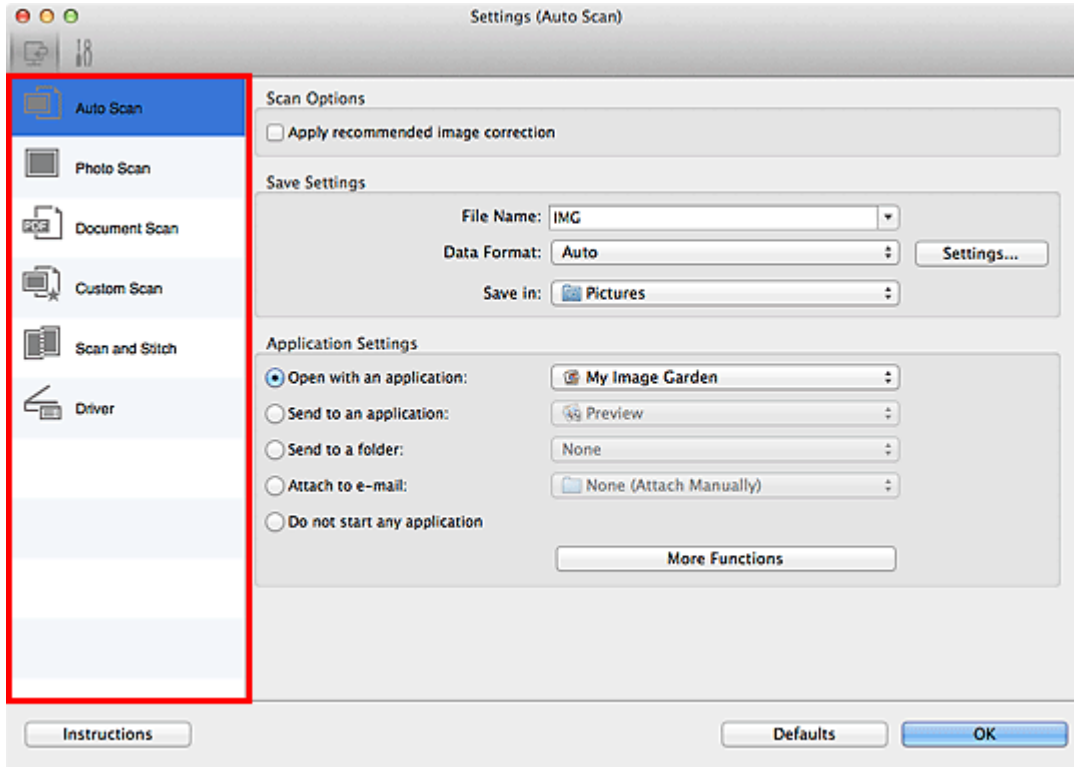
Opens this guide.

- **Settings...**

Displays the [Settings dialog](#) in which you can specify the scan/save settings and the response after scanning.

Settings Dialog

There are two tabs in the Settings dialog:  (Scanning from a Computer) and  (General Settings). When you click a tab, the view in the red frame switches and you can make advanced settings to functions on each tab.



(Scanning from a Computer) Tab

You can specify how to respond when scanning from IJ Scan Utility or My Image Garden.


- ➔ [Settings \(Auto Scan\) Dialog](#)
- ➔ [Settings \(Photo Scan\) Dialog](#)
- ➔ [Settings \(Document Scan\) Dialog](#)
- ➔ [Settings \(Custom Scan\) Dialog](#)
- ➔ [Settings \(Scan and Stitch\) Dialog](#)
- ➔ [Settings \(Driver\) Dialog](#)

(General Settings) Tab

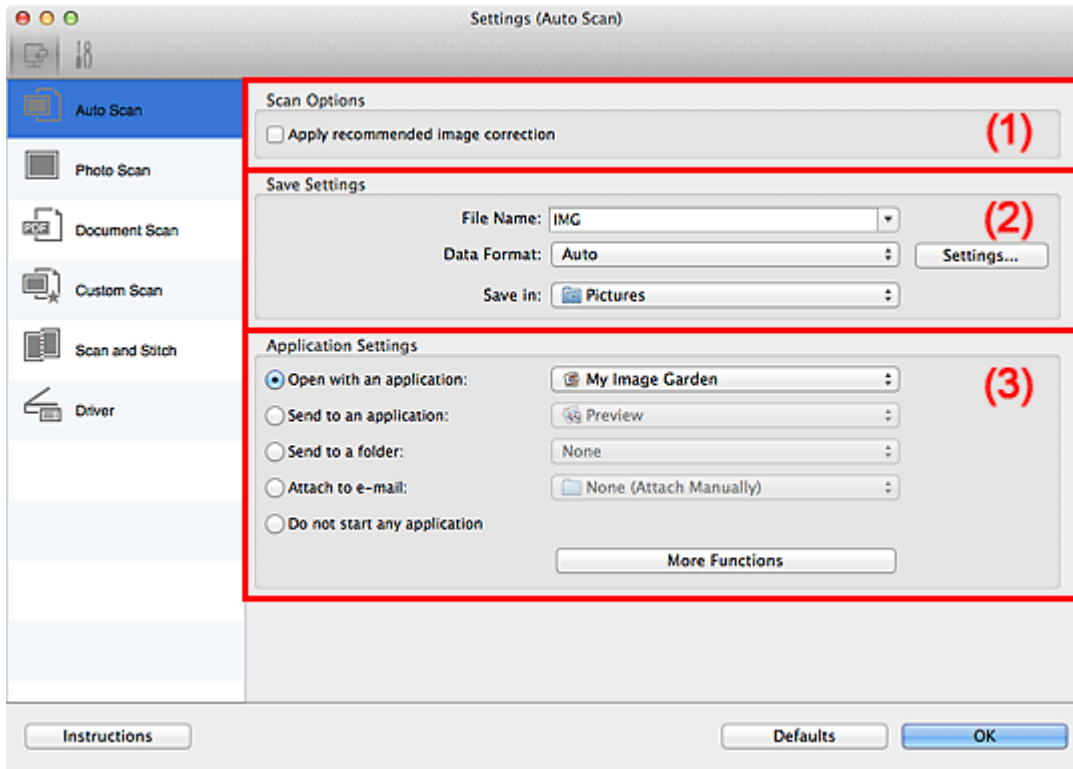
You can set the product to use, file size restriction on e-mail attachment, language to detect text in images, and folder in which to save images temporarily.

- ➔ [Settings \(General Settings\) Dialog](#)

Settings (Auto Scan) Dialog

Click **Auto Scan** on the  (Scanning from a Computer) tab to display the **Settings (Auto Scan)** dialog.

In the **Settings (Auto Scan)** dialog, you can make advanced scan settings to scan by automatically detecting the item type.



(1) Scan Options Area

(2) Save Settings Area

(3) Application Settings Area

»»» Important

- When the Settings dialog is displayed from My Image Garden, the setting items for **Application Settings** do not appear.

• Supported Items

Photos, postcards, business cards, magazines, newspapers, documents, and BD/DVD/CD.

»»» Important

- To scan the following types of items, specify the item type and size in the **Settings (Photo Scan)** dialog, **Settings (Document Scan)** dialog, or **Settings (Custom Scan)** dialog, then click **Photo**, **Document**, or **Custom** in the IJ Scan Utility main screen. You cannot scan correctly with **Auto**.
 - A4 size photos

- Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
 - Items printed on thin white paper
 - Long narrow items such as panoramic photos
 - Reflective disc labels may not be scanned as expected.
 - Place items to be scanned on the platen correctly. Otherwise, items may not be scanned correctly.
- Refer to "[Placing Items \(When Scanning from a Computer\)](#)" for how to place items.

▶▶▶ Note

- To reduce moire in scans, set **Select Source** to **Magazine** in the **Settings (Document Scan)** dialog or **Settings (Custom Scan)** dialog, then click **Document** or **Custom** in the IJ Scan Utility main screen.

(1) Scan Options Area

- **Apply recommended image correction**

Applies suitable corrections automatically based on the item type.

▶▶▶ Important

- The color tone may differ from the source image due to corrections. In that case, deselect the checkbox and scan.

▶▶▶ Note

- Scanning takes longer than usual when you enable this function.

(2) Save Settings Area

- **File Name**

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

- **Data Format**

Auto is selected. The following data formats are automatically applied according to the item type when saving.

- Photos, postcards, BD/DVD/CD, and business cards: JPEG
- Magazines, newspapers, and documents: PDF

▶▶▶ Important

- The save format may differ depending on how you place the item.
➔ [Placing Items \(When Scanning from a Computer\)](#)

»» Note

- You can change the data format from **Settings...**

- **Settings...**

Click to display the **Data Format Settings dialog** in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

- **Save in**

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

»» Important

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

- **Open with an application**

Select this when you want to enhance or correct the scanned images.
You can specify the application from the pop-up menu.

- **Send to an application**

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.
You can specify the application from the pop-up menu.

- **Send to a folder**

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.
You can specify the folder from the pop-up menu.

- **Attach to e-mail**

Select this when you want to send e-mails with the scanned images attached.
You can specify the e-mail client you want to start from the pop-up menu.

- **Do not start any application**

Saves to the folder specified in **Save in**.

»» Note

- Specify the application or folder in the dialog displayed by selecting **Add...** from the pop-up menu.


- **Instructions**

Opens this guide.

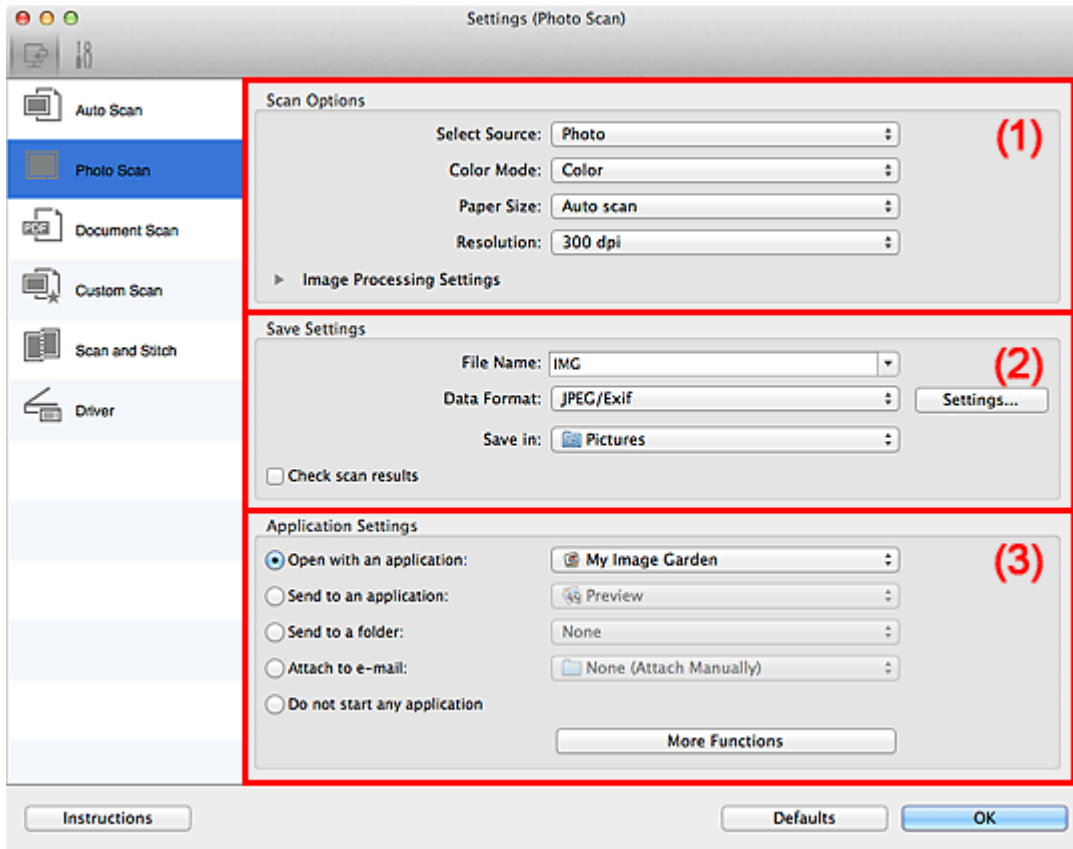
- **Defaults**

You can restore the settings in the displayed screen to the default settings.

Settings (Photo Scan) Dialog

Click **Photo Scan** on the  (Scanning from a Computer) tab to display the **Settings (Photo Scan)** dialog.

In the **Settings (Photo Scan)** dialog, you can make advanced scan settings to scan items as photos.



(1) Scan Options Area

(2) Save Settings Area

(3) Application Settings Area

»»» Important

- When the Settings dialog is displayed from My Image Garden, the setting items for **Application Settings** do not appear.

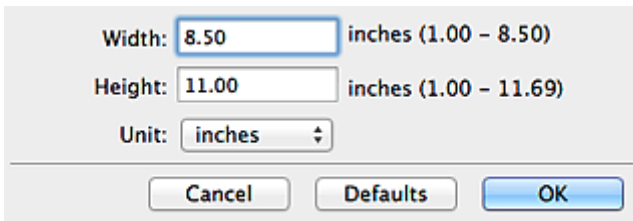
(1) Scan Options Area

- **Select Source**
Photo is selected.
- **Color Mode**
Select the color mode in which to scan the item.
- **Paper Size**

Select the size of the item to be scanned.

When you select **Custom**, a screen in which you can specify the paper size appears.

Select a **Unit**, then enter the **Width** and **Height**, and then click **OK**.



Width: inches (1.00 - 8.50)
Height: inches (1.00 - 11.69)
Unit:

➤➤➤ Note

- Click **Defaults** to restore the specified settings to the default settings.


• Resolution

Select the resolution of the item to be scanned.

The higher the resolution (value), the more detail in your image.

➔ [Resolution](#)

• Image Processing Settings

Click  (Right Arrow) to set the following.

➤➤➤ Important

- When **Color Mode** is **Black and White**, **Image Processing Settings** is not available.

• Sharpen outline

Emphasizes the outline of the subjects to sharpen the image.

(2) Save Settings Area

• File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

• Data Format

Select the data format in which to save the scanned images.

You can select **JPEG/Exif**, **TIFF**, or **PNG**.

➤➤➤ Important

- You cannot select **JPEG/Exif** when **Color Mode** is **Black and White**.

• Settings...

Click to display the **Data Format Settings dialog** in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

- **Save in**

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

»» **Important**

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

- **Check scan results**

Displays the **Save Settings dialog** after scanning.

»» **Important**

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

- **Open with an application**

Select this when you want to enhance or correct the scanned images. You can specify the application from the pop-up menu.

- **Send to an application**

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images. You can specify the application from the pop-up menu.

- **Send to a folder**

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**. You can specify the folder from the pop-up menu.

- **Attach to e-mail**

Select this when you want to send e-mails with the scanned images attached. You can specify the e-mail client you want to start from the pop-up menu.

- **Do not start any application**

Saves to the folder specified in **Save in**.

»» Note

- Specify the application or folder in the dialog displayed by selecting **Add...** from the pop-up menu.
-


- **Instructions**

Opens this guide.

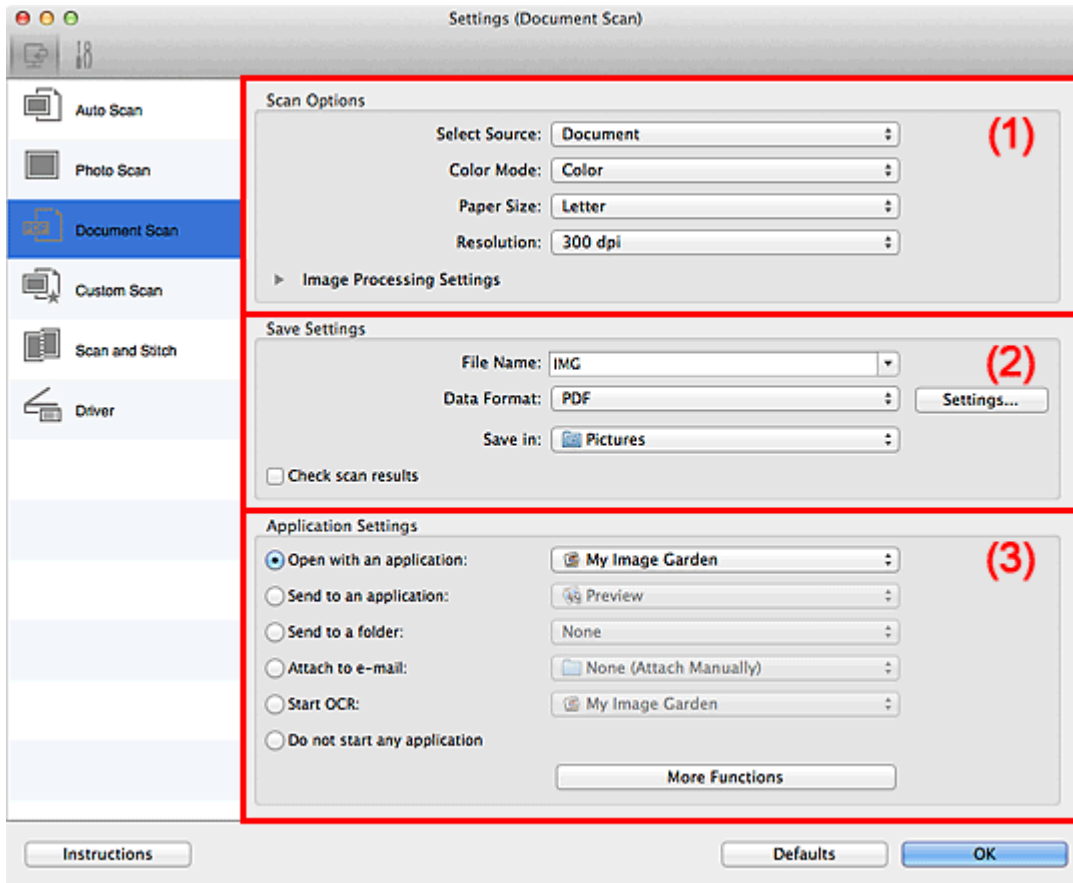
- **Defaults**

You can restore the settings in the displayed screen to the default settings.

Settings (Document Scan) Dialog

Click **Document Scan** on the  (Scanning from a Computer) tab to display the **Settings (Document Scan)** dialog.

In the **Settings (Document Scan)** dialog, you can make advanced scan settings to scan items as documents.



(1) Scan Options Area

(2) Save Settings Area

(3) Application Settings Area

►►► Important

- When the Settings dialog is displayed from the Scan screen of My Image Garden, the setting items for **Application Settings** do not appear.

(1) Scan Options Area

- **Select Source**

Select the type of item to be scanned.

Scanning documents: **Document**

Scanning magazines: **Magazine**

- **Color Mode**

Select the color mode in which to scan the item.

- **Paper Size**

Select the size of the item to be scanned.

When you select **Custom**, a screen in which you can specify the paper size appears.

Select a **Unit**, then enter the **Width** and **Height**, and then click **OK**.

Width: inches (1.00 - 8.50)
Height: inches (1.00 - 11.69)
Unit:

»»» Note

- Click **Defaults** to restore the specified settings to the default settings.

- **Resolution**

Select the resolution of the item to be scanned.

The higher the resolution (value), the more detail in your image.

➔ [Resolution](#)

»»» Note

- Only **300 dpi** or **400 dpi** can be set when **Start OCR** is selected in **Application Settings**.

- **Image Processing Settings**

Click (Right Arrow) to set the following.

»»» Note

- When **Color Mode** is **Black and White**, only **Reduce gutter shadow**, **Correct slanted text document**, and **Detect the orientation of text document and rotate image** appear.

- **Apply Auto Document Fix**

Select this checkbox to sharpen text in a document or magazine for better readability.

»»» Important

- The color tone may differ from the source image due to corrections. In that case, deselect the checkbox and scan.

»»» Note

- Scanning takes longer than usual when you enable this function.

- **Sharpen outline**

Emphasizes the outline of the subjects to sharpen the image.

- **Reduce show-through**

Sharpens text in an item or reduces show-through in newspapers, etc.

- **Reduce moire**

Reduces moire patterns.

Printed materials are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned.

▶▶▶ **Note**

- Scanning takes longer than usual when you enable **Reduce moire**.

- **Reduce gutter shadow**

Reduces gutter shadows that appear between pages when scanning open booklets.

▶▶▶ **Note**

- Click **Driver** in the IJ Scan Utility main screen and scan to correct gutter shadows when scanning non-standard size items or specified areas. Refer to "[Gutter Correction](#)" for details.

- **Correct slanted text document**

Detects the scanned text and corrects the angle (within -0.1 to -10 degrees or +0.1 to +10 degrees) of the document.

▶▶▶ **Important**

- The following types of documents may not be corrected properly since the text cannot be detected correctly.
 - Documents in which the text lines are inclined more than 10 degrees or the angles vary by line
 - Documents containing both vertical and horizontal text
 - Documents with extremely large or small fonts
 - Documents with small amount of text
 - Documents containing figures/images
 - Hand-written text
 - Documents containing both vertical and horizontal lines (tables)

▶▶▶ **Note**

- Scanning takes longer than usual when you enable **Correct slanted text document**.

- **Detect the orientation of text document and rotate image**

Automatically rotates the image to the correct orientation by detecting the orientation of text in the scanned document.

»» Important

- Only text documents written in languages that can be selected from **Document Language** in the **Settings (General Settings) dialog** are supported.
- The orientation may not be detected for the following types of settings or documents since the text cannot be detected correctly.
 - Resolution is outside the range of 300 dpi to 600 dpi
 - Font size is outside the range of 8 points to 48 points
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with patterned backgrounds

In that case, select the **Check scan results** checkbox and rotate the image in the **Save Settings dialog**.

(2) Save Settings Area

• File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

• Data Format

Select the data format in which to save the scanned images.

You can select **JPEG/Exif**, **TIFF**, **PNG**, **PDF**, or **PDF (Multiple Pages)**.

»» Important

- You cannot select **JPEG/Exif** when **Color Mode** is **Black and White**.
- When **Start OCR** is selected in **Application Settings**, you cannot select **PDF** or **PDF (Multiple Pages)**.

• Settings...

Click to display the **Data Format Settings dialog** in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

• Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

»» Important

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

- **Check scan results**

Displays the **Save Settings dialog** after scanning.

»» **Important**

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

- **Open with an application**

Select this when you want to enhance or correct the scanned images.

You can specify the application from the pop-up menu.

- **Send to an application**

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.

You can specify the application from the pop-up menu.

- **Send to a folder**

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.

You can specify the folder from the pop-up menu.

- **Attach to e-mail**

Select this when you want to send e-mails with the scanned images attached.

You can specify the e-mail client you want to start from the pop-up menu.

- **Start OCR**

Select this when you want to convert text in the image into text data using specified OCR software.

You can specify the application from the pop-up menu.

- **Do not start any application**

Saves to the folder specified in **Save in**.

»» **Note**

- Specify the application or folder in the dialog displayed by selecting **Add...** from the pop-up menu.


- **Instructions**

Opens this guide.

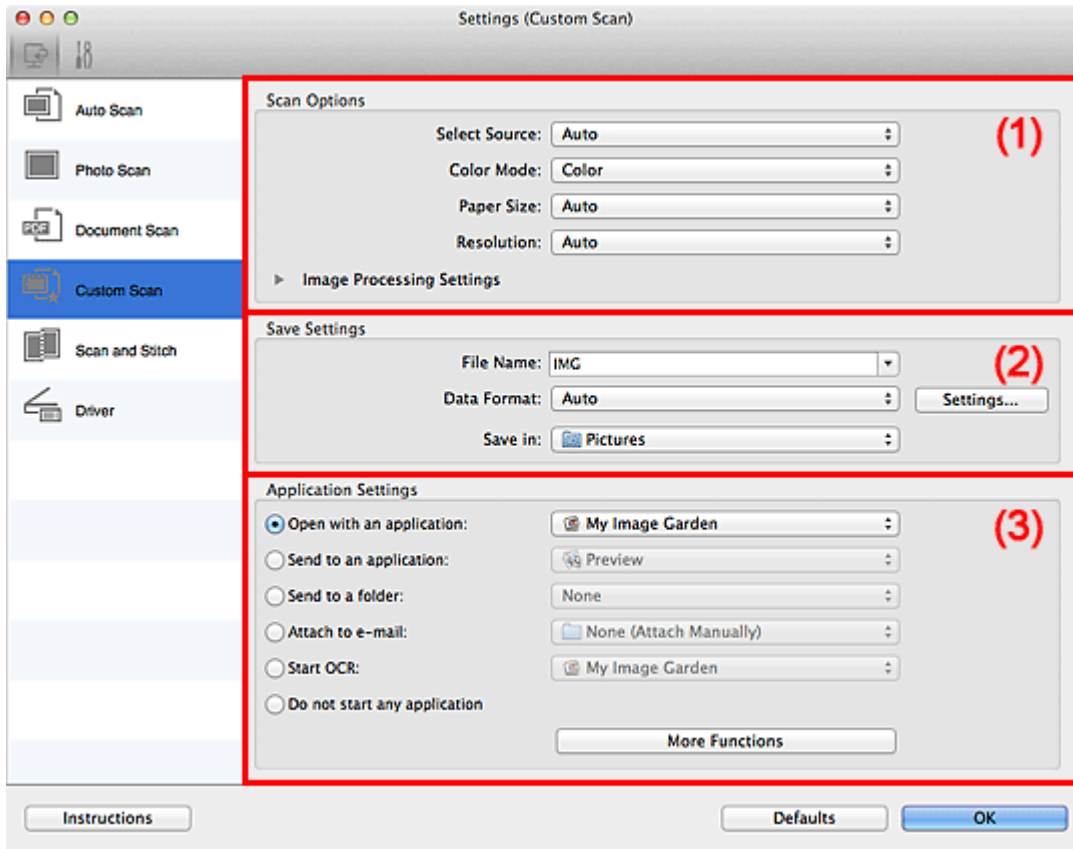
- **Defaults**

You can restore the settings in the displayed screen to the default settings.

Settings (Custom Scan) Dialog

Click **Custom Scan** on the  (Scanning from a Computer) tab to display the **Settings (Custom Scan)** dialog.

In the **Settings (Custom Scan)** dialog, you can make advanced scan settings to scan according to your preference.



(1) Scan Options Area

(2) Save Settings Area

(3) Application Settings Area

»» Important

- When the Settings dialog is displayed from the Scan screen of My Image Garden, the setting items for **Application Settings** do not appear.

(1) Scan Options Area

• Select Source

Select the type of item to be scanned. When **Auto** is selected, the item type is automatically detected.

Color Mode, **Paper Size**, and **Resolution** are automatically set as well.

»» Important

- Item types supported by **Auto** are photos, postcards, business cards, magazines, newspapers, documents, and BD/DVD/CD.
 - To scan the following types of items, specify the item type or size. You cannot scan correctly with **Auto**.
 - A4 size photos
 - Text documents smaller than 2L (5 inches x 7 inches) (127 mm x 178 mm), such as paperback pages with the spine cut off
 - Items printed on thin white paper
 - Long narrow items such as panoramic photos
 - Reflective disc labels may not be scanned as expected.
 - Place items correctly according to the type of item to be scanned. Otherwise, items may not be scanned correctly.
- Refer to "[Placing Items \(When Scanning from a Computer\)](#)" for how to place items.

»» Note

- To convert text in the image into text data after scanning, specify **Select Source** instead of selecting **Auto**.
- To reduce moire, set **Select Source** to **Magazine**.

• Color Mode

Select the color mode in which to scan the item.

»» Note

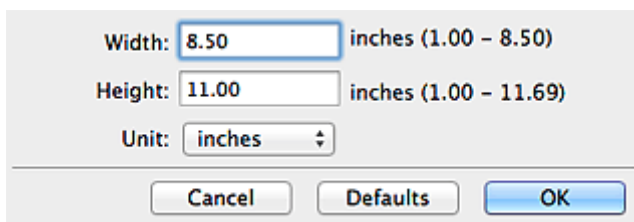
- Only **Color** is available when **Select Source** is **Auto**.


• Paper Size

Select the size of the item to be scanned.

When you select **Custom**, a screen in which you can specify the paper size appears.

Select a **Unit**, then enter the **Width** and **Height**, and then click **OK**.



Width: inches (1.00 - 8.50)
Height: inches (1.00 - 11.69)
Unit: 

»» Note

- Only **Auto** is available when **Select Source** is **Auto**.
- Click **Defaults** in the screen in which you can specify the paper size to restore the specified settings to the default settings.

• Resolution

Select the resolution of the item to be scanned.


The higher the resolution (value), the more detail in your image.

➔ [Resolution](#)

➤➤➤ Note

- Only **Auto** is available when **Select Source** is **Auto**.
- Only **300 dpi** or **400 dpi** can be set when **Start OCR** is selected in **Application Settings**.

• **Image Processing Settings**

Click  (Right Arrow) to set the following. Available setting items vary by **Select Source**.

When Select Source is Auto

- **Apply recommended image correction**

Applies suitable corrections automatically based on the item type.

➤➤➤ Important

- The color tone may differ from the source image due to corrections. In that case, deselect the checkbox and scan.

➤➤➤ Note

- Scanning takes longer than usual when you enable this function.

When Select Source is Photo

➤➤➤ Important

- When **Color Mode** is **Black and White**, **Image Processing Settings** is not available.

- **Sharpen outline**

Emphasizes the outline of the subjects to sharpen the image.

When Select Source is Magazine or Document

➤➤➤ Note

- When **Color Mode** is **Black and White**, only **Reduce gutter shadow**, **Correct slanted text document**, and **Detect the orientation of text document and rotate image** appear.

- **Apply Auto Document Fix**

Select this checkbox to sharpen text in a document or magazine for better readability.

►►► Important

- The color tone may differ from the source image due to corrections. In that case, deselect the checkbox and scan.

►►► Note

- Scanning takes longer than usual when you enable this function.

- **Sharpen outline**

Emphasizes the outline of the subjects to sharpen the image.

- **Reduce show-through**

Sharpens text in an item or reduces show-through in newspapers, etc.

- **Reduce moire**

Reduces moire patterns.

Printed materials are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned.

►►► Note

- Scanning takes longer than usual when you enable **Reduce moire**.

- **Reduce gutter shadow**

Reduces gutter shadows that appear between pages when scanning open booklets.

►►► Note

- Click **Driver** in the IJ Scan Utility main screen and scan to correct gutter shadows when scanning non-standard size items or specified areas. Refer to "[Gutter Correction](#)" for details.

- **Correct slanted text document**

Detects the scanned text and corrects the angle (within -0.1 to -10 degrees or +0.1 to +10 degrees) of the document.

►►► Important

- The following types of documents may not be corrected properly since the text cannot be detected correctly.
 - Documents in which the text lines are inclined more than 10 degrees or the angles vary by line
 - Documents containing both vertical and horizontal text
 - Documents with extremely large or small fonts
 - Documents with small amount of text
 - Documents containing figures/images

- Hand-written text
- Documents containing both vertical and horizontal lines (tables)

»» Note

- Scanning takes longer than usual when you enable **Correct slanted text document**.

- **Detect the orientation of text document and rotate image**

Automatically rotates the image to the correct orientation by detecting the orientation of text in the scanned document.

»» Important

- Only text documents written in languages that can be selected from **Document Language** in the **Settings (General Settings) dialog** are supported.
- The orientation may not be detected for the following types of settings or documents since the text cannot be detected correctly.
 - Resolution is outside the range of 300 dpi to 600 dpi
 - Font size is outside the range of 8 points to 48 points
 - Documents containing special fonts, effects, italics, or hand-written text
 - Documents with patterned backgrounds

In that case, select the **Check scan results** checkbox and rotate the image in the **Save Settings dialog**.

(2) Save Settings Area

- **File Name**

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

- **Data Format**

Select the data format in which to save the scanned images.

You can select **JPEG/Exif**, **TIFF**, **PNG**, **PDF**, **PDF (Multiple Pages)**, or **Auto**.

»» Important

- When **Auto** is selected, the save format may differ depending on how you place the item.
 - ➔ **Placing Items (When Scanning from a Computer)**
- You cannot select **JPEG/Exif** when **Color Mode** is **Black and White**.
- When **Start OCR** is selected in **Application Settings**, you cannot select **PDF**, **PDF (Multiple Pages)**, or **Auto**.

»» Note

- **Auto** appears only when **Auto** is selected for **Select Source**.

• Settings...

Click to display the **Data Format Settings dialog** in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

• Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

»» Important

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

• Check scan results

Displays the **Save Settings dialog** after scanning.

»» Important

- This does not appear when **Select Source** is **Auto**.
- When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

• Open with an application

Select this when you want to enhance or correct the scanned images. You can specify the application from the pop-up menu.

• Send to an application

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images. You can specify the application from the pop-up menu.

• Send to a folder

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**. You can specify the folder from the pop-up menu.

• Attach to e-mail

Select this when you want to send e-mails with the scanned images attached.

You can specify the e-mail client you want to start from the pop-up menu.

- **Start OCR**

Select this when you want to convert text in the image into text data using specified OCR software.

You can specify the application from the pop-up menu.

- **Do not start any application**

Saves to the folder specified in **Save in**.

▶▶ Note

- Specify the application or folder in the dialog displayed by selecting **Add...** from the pop-up menu.


- **Instructions**

Opens this guide.

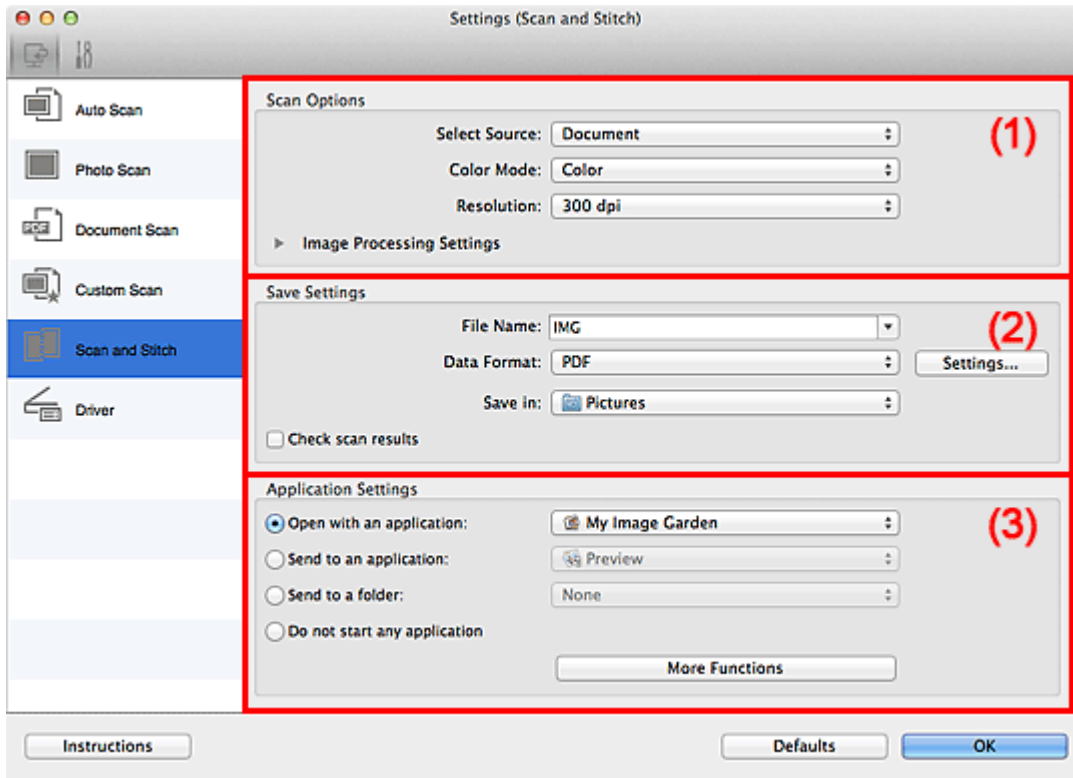
- **Defaults**

You can restore the settings in the displayed screen to the default settings.

Settings (Scan and Stitch) Dialog

Click **Scan and Stitch** on the  (Scanning from a Computer) tab to display the **Settings (Scan and Stitch)** dialog.

In the **Settings (Scan and Stitch)** dialog, you can make advanced scan settings for scanning items larger than the platen.



(1) Scan Options Area

(2) Save Settings Area

(3) Application Settings Area

»»» Important

- When the Settings dialog is displayed from the Scan screen of My Image Garden, the setting items for **Application Settings** do not appear.

(1) Scan Options Area

• Select Source

Select the type of item to be scanned.

Scanning photos: **Photo**

Scanning documents: **Document**

Scanning magazines: **Magazine**

▶▶▶ Note

- To reduce moire, set **Select Source** to **Magazine**.

• Color Mode

Select the color mode in which to scan the item.

• Resolution

Select the resolution of the item to be scanned.

The higher the resolution (value), the more detail in your image.

➔ [Resolution](#)

• Image Processing Settings

Click ▶ (Right Arrow) to set the following. Available setting items vary by **Select Source**.

▶▶▶ Important

- When **Color Mode** is **Black and White**, **Image Processing Settings** is not available.

When Select Source is Photo

• Sharpen outline

Emphasizes the outline of the subjects to sharpen the image.

When Select Source is Magazine or Document

• Sharpen outline

Emphasizes the outline of the subjects to sharpen the image.

• Reduce show-through

Sharpens text in an item or reduces show-through in newspapers, etc.

• Reduce moire

Reduces moire patterns.

Printed materials are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned.

▶▶▶ Note

- Scanning takes longer than usual when you enable **Reduce moire**.

(2) Save Settings Area

• File Name

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

- **Data Format**

Select the data format in which to save the scanned images.

You can select **JPEG/Exif**, **TIFF**, **PNG**, **PDF**, or **PDF (Multiple Pages)**.

»» **Important**

- You cannot select **JPEG/Exif** when **Color Mode** is **Black and White**.

- **Settings...**

Click to display the **Data Format Settings dialog** in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

- **Save in**

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

»» **Important**

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

- **Check scan results**

Displays the **Save Settings dialog** after scanning.

»» **Important**

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

(3) Application Settings Area

- **Open with an application**

Select this when you want to enhance or correct the scanned images.

You can specify the application from the pop-up menu.

- **Send to an application**

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.

You can specify the application from the pop-up menu.

- **Send to a folder**

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.

You can specify the folder from the pop-up menu.

- **Do not start any application**

Saves to the folder specified in **Save in**.

»» Note

- Specify the application or folder in the dialog displayed by selecting **Add...** from the pop-up menu.


- **Instructions**

Opens this guide.

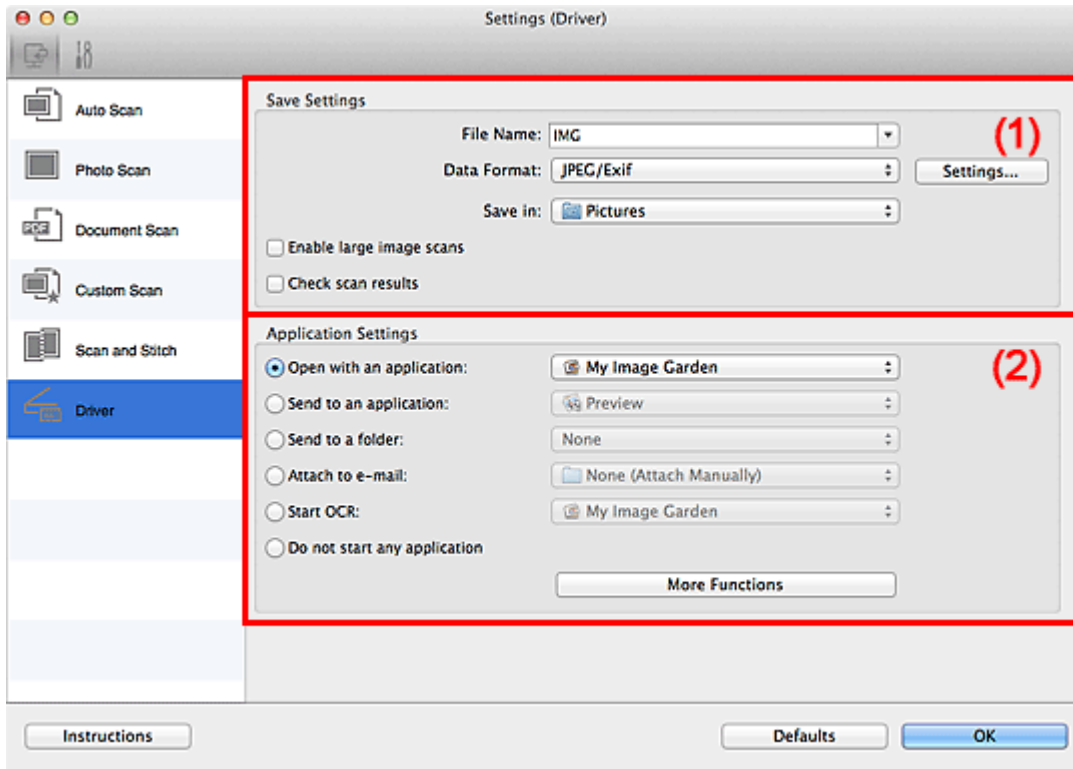
- **Defaults**

You can restore the settings in the displayed screen to the default settings.

Settings (Driver) Dialog

Click **Driver** on the  (Scanning from a Computer) tab to display the **Settings (Driver)** dialog.

In the **Settings (Driver)** dialog, you can specify how to save images when scanning items by starting the scanner driver from IJ Scan Utility and how to respond after saving them.



(1) Save Settings Area

(2) Application Settings Area

»» Important

- When the Settings dialog is displayed from My Image Garden, the setting items for **Application Settings** do not appear.

(1) Save Settings Area

- **File Name**

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

- **Data Format**

Select the data format in which to save the scanned images.

You can select **JPEG/Exif**, **TIFF**, **PNG**, **PDF**, or **PDF (Multiple Pages)**.

»» Note

- When **PDF** or **PDF (Multiple Pages)** is selected, images up to 9600 pixels x 9600 pixels can be scanned.
- When the **Enable large image scans** checkbox is selected in **Save Settings**, or when **Start OCR** is selected in **Application Settings**, you can select **JPEG/Exif**, **TIFF**, or **PNG**.

• Settings...

Click to display the **Data Format Settings dialog** in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

• Save in

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

»» Important

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

• Enable large image scans

Select this checkbox to scan images up to 21000 pixels x 30000 pixels and 1.8 GB.

»» Important

- When this checkbox is selected, you cannot select **Send to an application**, **Send to a folder**, **Attach to e-mail**, or **Start OCR**.
- When the Settings dialog is displayed from My Image Garden, this option does not appear.

»» Note

- When this checkbox is not selected, images up to 10208 pixels x 14032 pixels can be scanned.

• Check scan results

Displays the **Save Settings dialog** after scanning.

»» Important

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

(2) Application Settings Area

- **Open with an application**

Select this when you want to enhance or correct the scanned images.
You can specify the application from the pop-up menu.

- **Send to an application**

Select this when you want to use the scanned images as they are in an application that allows you to browse or organize images.
You can specify the application from the pop-up menu.

- **Send to a folder**

Select this when you also want to save the scanned images to a folder other than the one specified in **Save in**.
You can specify the folder from the pop-up menu.

- **Attach to e-mail**

Select this when you want to send e-mails with the scanned images attached.
You can specify the e-mail client you want to start from the pop-up menu.

- **Start OCR**

Select this when you want to convert text in the image into text data using specified OCR software.
You can specify the application from the pop-up menu.

- **Do not start any application**

Saves to the folder specified in **Save in**.

»» Note

- Specify the application or folder in the dialog displayed by selecting **Add...** from the pop-up menu.

- **Instructions**

Opens this guide.

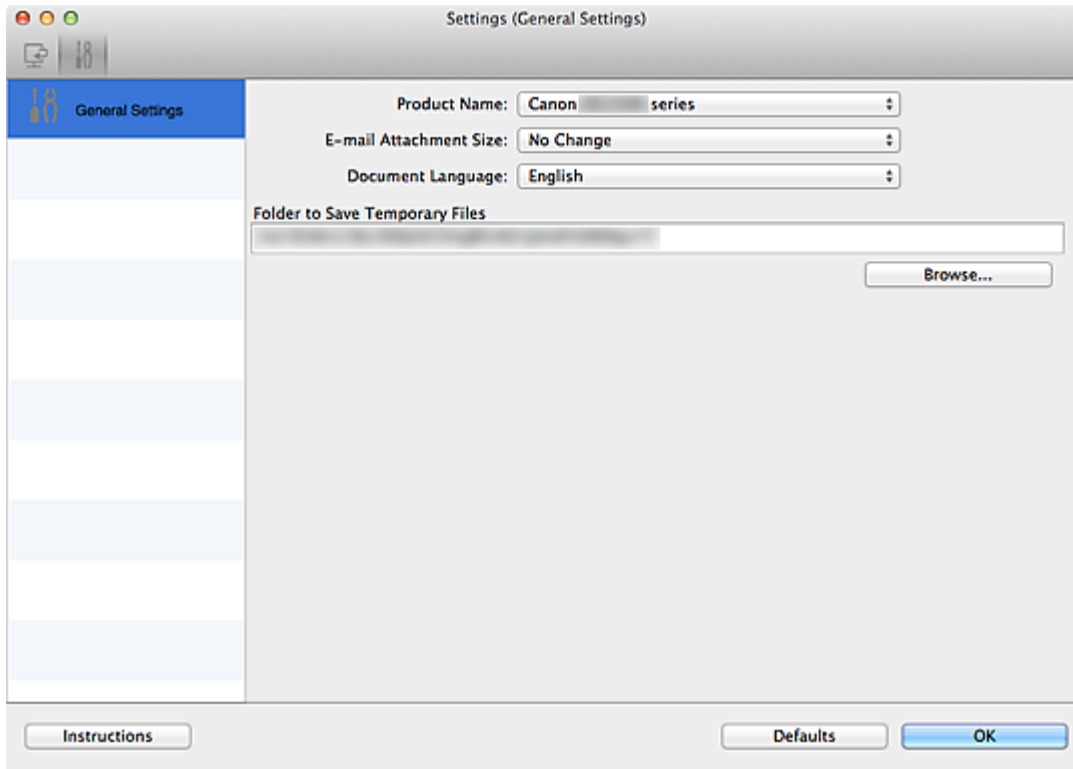
- **Defaults**

You can restore the settings in the displayed screen to the default settings.

Settings (General Settings) Dialog

Click the  (General Settings) tab to display the **Settings (General Settings)** dialog.

In the **Settings (General Settings)** dialog, you can set the product to use, file size restriction on e-mail attachment, language to detect text in images, and folder in which to save images temporarily.



- **Product Name**

Displays the name of the product that IJ Scan Utility is currently set to use.

If the displayed product is not the one you want to use, select the desired product from the list.

- **E-mail Attachment Size**

You can restrict the size of scanned images to be attached to an e-mail.

You can select **Small (Suitable for 640 x 480 Windows)**, **Medium (Suitable for 800 x 600 Windows)**, **Large (Suitable for 1024 x 768 Windows)**, or **No Change**.

»» Important

- When the Settings dialog is displayed from My Image Garden, this option does not appear.

- **Document Language**

Select the language for detecting text in images.

- **Folder to Save Temporary Files**

Displays the folder in which to save images temporarily. Click **Browse...** to specify the destination folder.

- **Instructions**

Opens this guide.

- **Defaults**

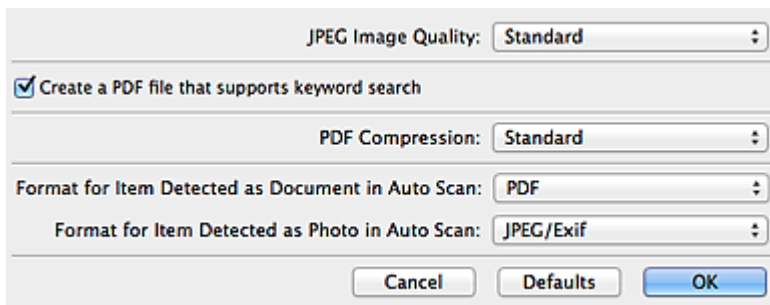
You can restore the settings in the displayed screen to the default settings.

Data Format Settings Dialog

Display the **Data Format Settings** dialog by one of the following operations.

- Click **Settings...** of **Save Settings** on each tab of the Settings dialog
- Click **Settings...** of **Save Settings** in the **Save Settings** dialog that appears after scanning with the **Check scan results** checkbox selected in the Settings dialog

In the **Data Format Settings** dialog, you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.




- **JPEG Image Quality**

You can specify the image quality of JPEG files.

- **Create a PDF file that supports keyword search**

Select this checkbox to convert text in images into text data and create PDF files that support keyword search.

►►► Note

- PDF files that are searchable in the language selected in **Document Language** on the  (General Settings) tab of the Settings dialog are created.

- **PDF Compression**

Select the compression type for saving PDF files.


- **Standard**

It is recommended that you normally select this setting.

- **High**

Compresses the file size when saving, allowing you to reduce the load on your network/server.

▶▶▶ Note

- When **Black and White** is set for **Color Mode** on the  (Scanning from a Computer) tab of the Settings dialog, PDF files will be saved in **Standard** even if **High** is set.

- **Format for Item Detected as Document in Auto Scan**

You can specify the data format for automatically saving items detected as documents in Auto Scan.

- **Format for Item Detected as Photo in Auto Scan**

You can specify the data format for automatically saving items detected as photos in Auto Scan.

- **Defaults**

You can restore the settings in the displayed screen to the default settings.

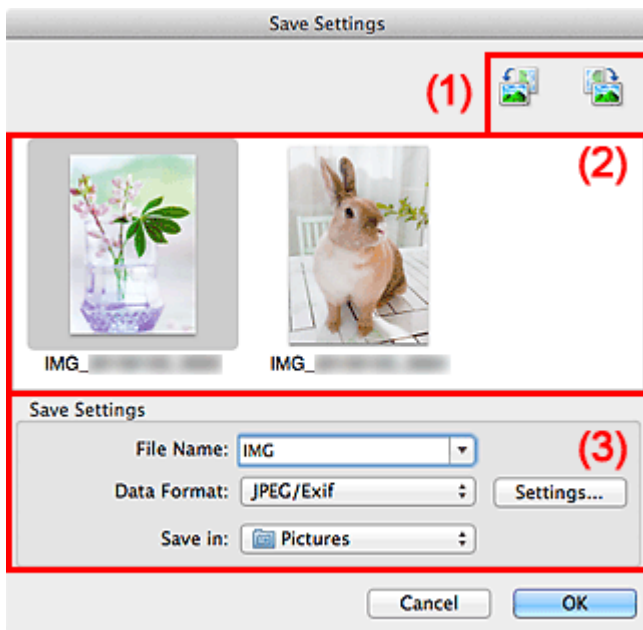
Save Settings Dialog

Select the **Check scan results** checkbox in **Save Settings** of the Settings dialog to display the **Save Settings** dialog after scanning.

You can specify the data format and destination while viewing the thumbnails of scan results.

»» Important

- After scanning from My Image Garden, the **Save Settings** dialog does not appear.



(1) Preview Operation Buttons



(2) Scan Results Area

(3) Save Settings Area

(1) Preview Operation Buttons

-  /  (Rotate Left 90°)/(Rotate Right 90°)

Rotates scanned images 90 degrees counter-clockwise or clockwise.

Select the image you want to rotate, then click  (Rotate Left 90°) or  (Rotate Right 90°).

»» Important

- The preview operation buttons do not appear when the **Enable large image scans** checkbox is selected in the **Settings (Driver)** dialog.

(2) Scan Results Area

Displays the thumbnails of the scanned images. You can change the save order of images via drag-and-drop. The file names for saving appear below the thumbnails.

(3) Save Settings Area

- **File Name**

Enter the file name of the image to be saved. When you save a file, the date and four digits are appended to the set file name in the "_20XX0101_0001" format.

- **Data Format**

Select the data format in which to save the scanned images.

You can select **JPEG/Exif**, **TIFF**, **PNG**, **PDF**, or **PDF (Multiple Pages)**.

»»» Important

- You cannot select **PDF** or **PDF (Multiple Pages)** in the following cases.
 - When scanned by clicking **Photo** in the IJ Scan Utility main screen
 - The **Enable large image scans** checkbox is selected in **Save Settings** of the **Settings (Driver)** dialog
 - **Start OCR** is selected in **Application Settings** of the **Settings (Document Scan)**, **Settings (Custom Scan)**, or **Settings (Driver)** dialog
- You cannot select **JPEG/Exif** when **Color Mode** is **Black and White**.

- **Settings...**

Click to display the **Data Format Settings dialog** in which you can set the quality of the images to be saved, keyword search of PDF files and their compression type, and the data format in which to save images scanned with Auto Scan.

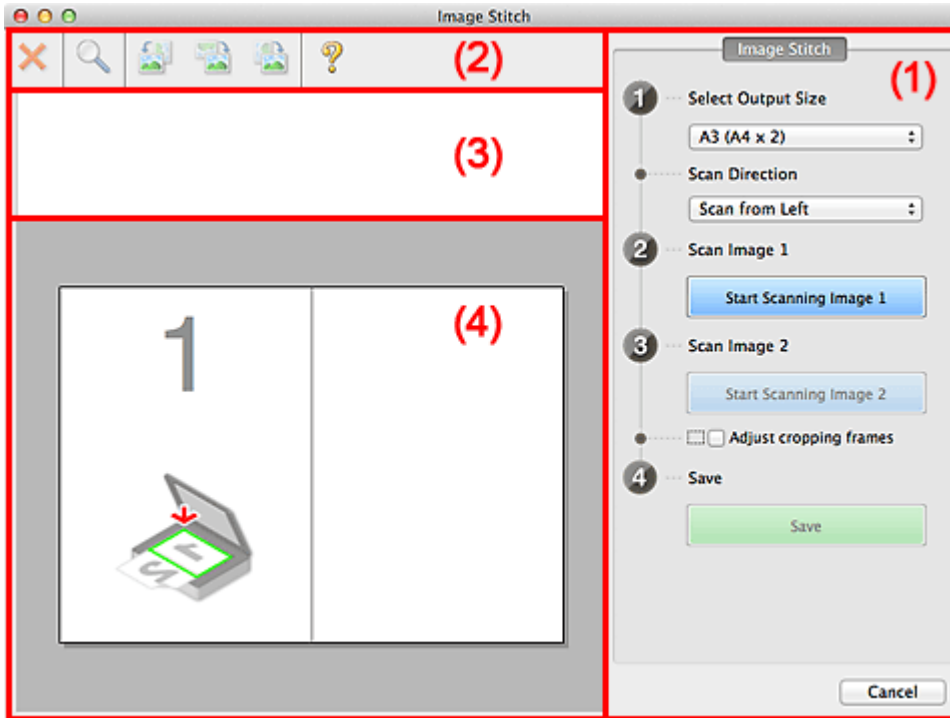
- **Save in**

Displays the folder in which to save the scanned images. To change the folder, specify the destination folder in the dialog displayed by selecting **Add...** from the pop-up menu. The default save folder is the **Pictures** folder.

Image Stitch Window

Click **Stitch** in the IJ Scan Utility main screen to display the **Image Stitch** window.

You can scan the left and right halves of an item larger than the platen and combine the images back into one image. You can scan items up to approximately twice as large as the platen.



(1) Settings and Operation Buttons

(2) Toolbar

(3) Thumbnail View Area

(4) Preview Area

►►► Note

- The displayed items vary depending on the select source and view.

(1) Settings and Operation Buttons

• Select Output Size

• B4 (B5 x 2)

Scans the left and right halves of a B4 size item separately.

• A3 (A4 x 2)

Scans the left and right halves of an A3 size item separately.

• 11 x 17 (Letter x 2)

Scans the left and right halves of an item twice as large as Letter size separately.

- **Full Platen x 2**

Scans the left and right halves of an item twice as large as the platen separately.

- **Scan Direction**

- **Scan from Left**

Displays the first scanned image on the left side.

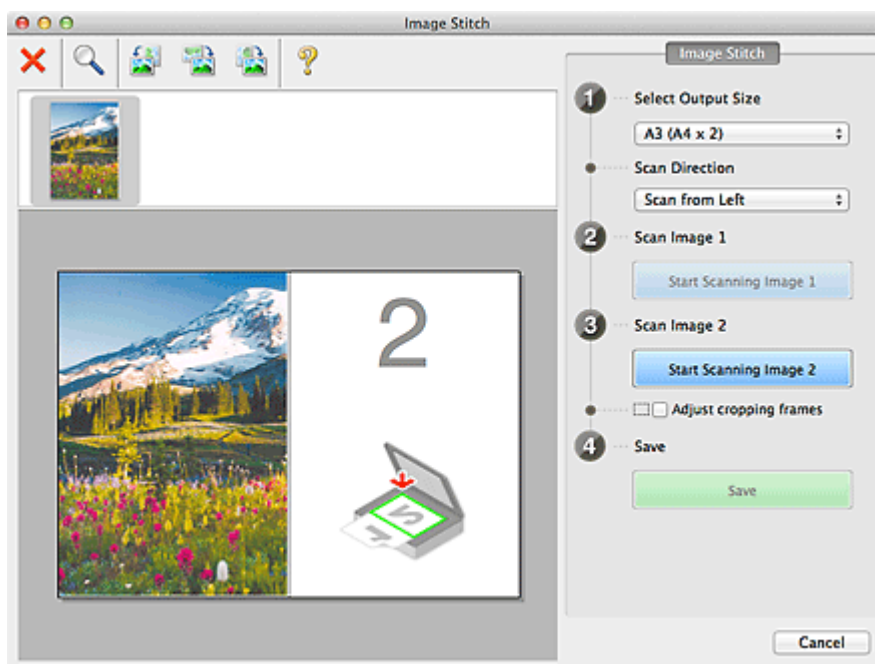
- **Scan from Right**

Displays the first scanned image on the right side.

- **Scan Image 1**

- **Start Scanning Image 1**

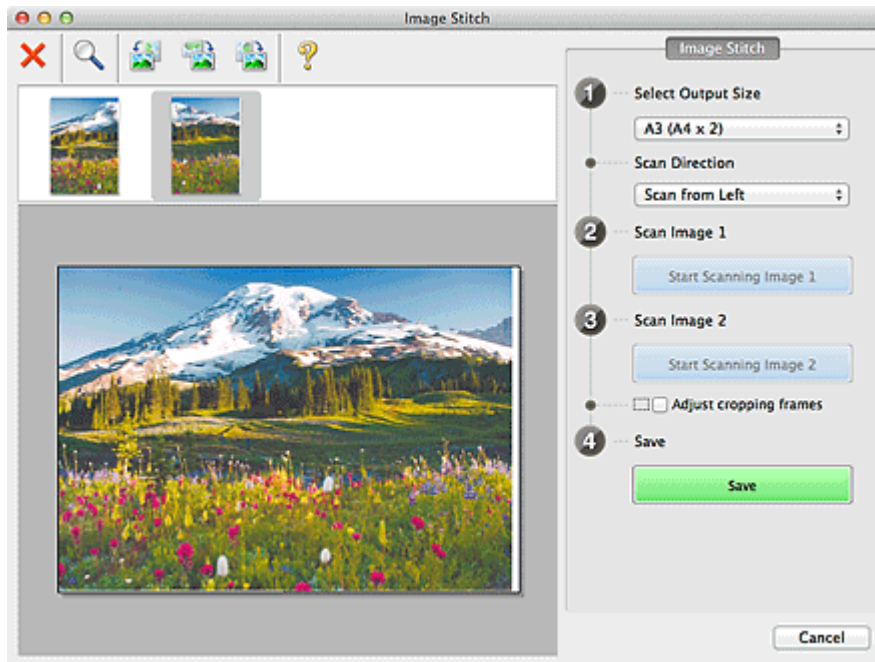
Scans the first item.



- **Scan Image 2**

- **Start Scanning Image 2**

Scans the second item.



- **Adjust cropping frames**

You can adjust the scan area in preview.

If no area is specified, the image of the size selected in **Select Output Size** will be saved. If an area is specified, only the image in the cropping frame will be scanned and saved.

➡ [Adjusting Cropping Frames in the Image Stitch Window](#)

- **Save**

- **Save**

Saves the two scanned images as one image.

- **Cancel**

Cancels **Stitch** scan.

(2) Toolbar

- **Toolbar**

You can delete the scanned images or adjust the previewed images.

-  **(Delete)**





Deletes the scanned image.

-  **(Enlarge/Reduce)**

Allows you to enlarge or reduce the preview image.

Left-clicking the Preview area enlarges the displayed image.

Control-clicking the Preview area reduces the displayed image.

-  **(Rotate Left)**
Rotates the preview image 90 degrees counter-clockwise.
-  **(Invert Vertically)**
Rotates the preview image 180 degrees.
-  **(Rotate Right)**
Rotates the preview image 90 degrees clockwise.
-  **(Open Guide)**
Opens this page.

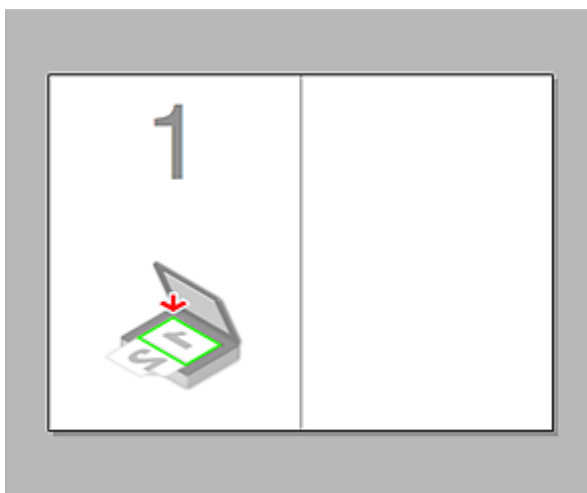
(3) Thumbnail View Area

- **Thumbnail View Area**
Displays the thumbnails of the scanned images. Appears blank if none has been scanned.

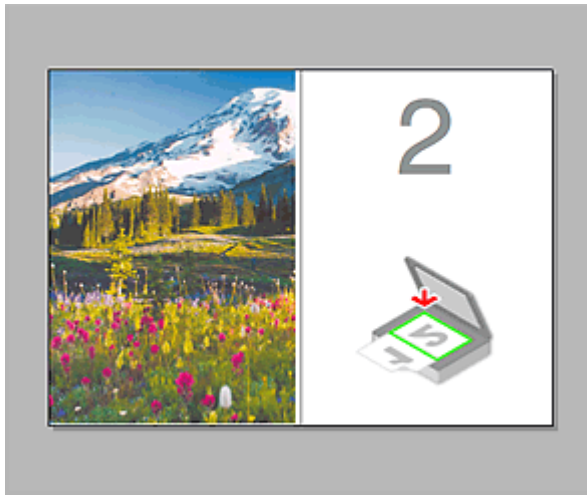
(4) Preview Area

- **Preview Area**
Displays the scanned images. You can adjust the layout by dragging the scanned image or check the results of the settings made in "[\(1\) Settings and Operation Buttons.](#)"

- **When no image has been scanned**



- **After scanning the first item by clicking Start Scanning Image 1**



The image is scanned in the direction specified in **Scan Direction**, and **2** appears next to it.

- **After scanning the second item by clicking Start Scanning Image 2**



The two scanned images appear.

Related Topic

- [Scanning Items Larger than the Platen \(Image Stitch\)](#)

Scanning with Scanner Driver

You can scan by starting the scanner driver from various applications.

Refer to Help of Mac OS for how to scan.

»» Important

- When scanning with the scanner driver in Mac OS X v10.6.8, select **JPEG** or **TIFF** in **Format**. Scanned images are saved in the format set in **Data Format** in the **Settings (Driver)** dialog of IJ Scan Utility.

»» Note

- Refer to "[Image Corrections and Color Adjustments](#)" for details on the setting procedures for image correction and color adjustment.
- Refer to "[General Notes \(Scanner Driver\)](#)" for the scanner driver.
- Refer to "[Updating the Scanner Driver](#)" for the scanner driver.
- In the **Settings (Driver)** dialog of IJ Scan Utility, you can also make advanced settings for scanning with the scanner driver.

Image Corrections and Color Adjustments

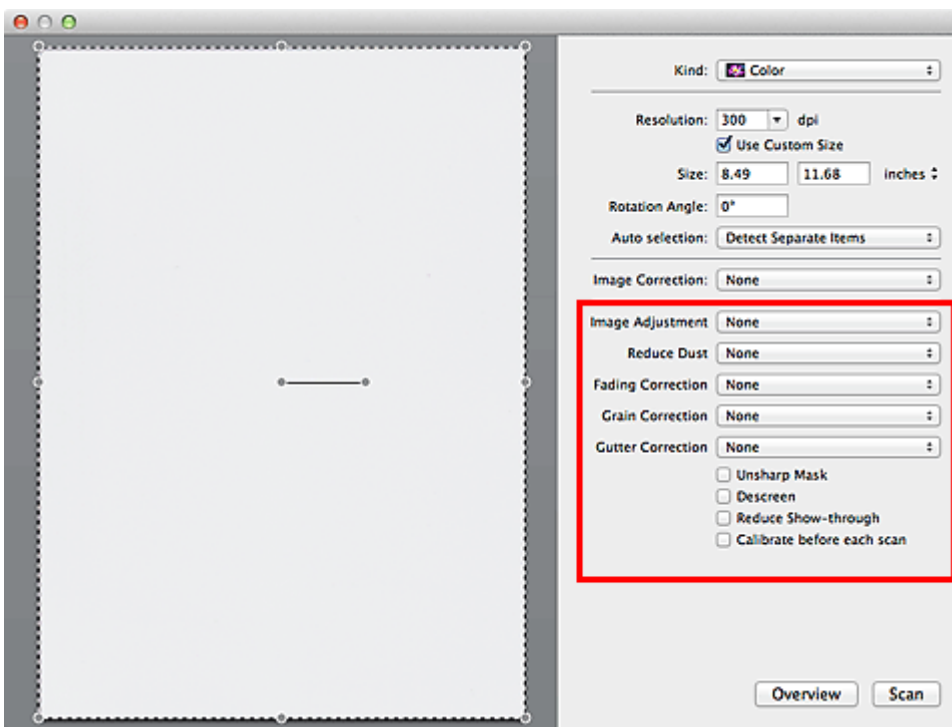
You can correct images and adjust colors using the scanner driver.

»» Important

- When image correction or color adjustment is applied to items without moire, dust/scratches, or faded colors, the color tone may be adversely affected.
- Image correction results are not reflected in the trial scan screen.

»» Note

- Screens may vary depending on the application.
- Selectable settings depend on **Kind** settings.
- Scanning may take longer than usual when image correction or color adjustment is applied.



• Image Adjustment

When Image Adjustment is set, the brightness of the specified portion of the image is optimized. Images can be adjusted according to the automatically detected item type or the specified item type. The result of the adjustment will be reflected in the entire image.

• None

Image Adjustment will not be applied.

• Auto

Applies Image Adjustment by automatically detecting the item type. It is recommended that you normally select this setting.

- **Photo**

Applies Image Adjustment suitable for photos.

- **Magazine**

Applies Image Adjustment suitable for magazines.

- **Document**

Applies Image Adjustment suitable for text documents.

»» Note

- If the image is not adjusted properly with **Auto**, specify the item type.
- The color tone may change from the source image due to the Image Adjustment. In that case, set **Image Adjustment** to **None**.

- **Reduce Dust**

Scanned photos may contain white dots caused by dust or scratches. Use this function to reduce such noise.

- **None**

Dust and scratches will not be reduced.

- **Low**

Select this to reduce small dust particles and scratches. Large ones may remain.

- **Medium**

It is recommended that you normally select this setting.

- **High**

Select this to reduce large dust particles and scratches; however, evidence of the reduction process may remain or delicate parts of the image may be removed.

»» Important

- This function may not be effective for some types of photos.

»» Note

- It is recommended that you select **None** when scanning printed materials.

- **Fading Correction**

Use this function to correct photos that have faded with time or have a colorcast.

"Colorcast" is a phenomenon where a specific color affects the entire picture due to the weather or ambient strong colors.

- **None**

Fading Correction will not be applied.

- **Low**

Select this to correct a small amount of fading and colorcast.

- **Medium**

It is recommended that you normally select this setting.

- **High**

Select this to correct a large amount of fading and colorcast. This can affect the tone of the image.

»» Important

- Correction may not be applied properly if the scan area is too small.
- Not effective if **Color** is not selected for **Kind**.

- **Grain Correction**

Use this function to reduce graininess (roughness) in photos taken with high-speed or sensitized film, etc.

- **None**

Graininess will not be reduced.

- **Low**

Select this when the photo is slightly grainy.

- **Medium**

It is recommended that you normally select this setting.

- **High**

Select this when the photo is very grainy. This can affect the gradation and sharpness of the image.

»» Important

- Correction may not be applied properly if the scan area is too small.

- **Gutter Correction**

Use this function to correct shadows that appear between pages when scanning open booklets.

Unclear or blurred text/lines caused by curved pages are not corrected.

- **None**

Gutter shadow will not be corrected.

- **Low**

Select this when the effect level is too strong with the medium setting.

- **Medium**

It is recommended that you normally select this setting.

- **High**

Select this when the effect level is too weak with the medium setting.

»» Important

- Do not place objects that weigh 4.4 lbs (2.0 kg) or more on the platen. In addition, do not press on the item with a force exceeding 4.4 lbs (2.0 kg). If you press heavily, the scanner may not work correctly or you might break the glass.
- Align the item with the edge of the platen. If placed slanted, correction will not be applied properly.



- Correction may not be applied properly depending on the item. If the page background is not white, shadows may not be detected correctly or may not be detected at all.
- While scanning, press down on the spine with the same amount of pressure you used to preview the scan. If the binding part is not even, correction will not be applied properly.



- How to place the item depends on your model and the item to be scanned.

- **Unsharp Mask**

Emphasizes the outline of the subjects to sharpen the image.

- **Descreen**

Reduces moire patterns.

Printed materials are displayed as a collection of fine dots. "Moire" is a phenomenon where uneven gradation or a stripe pattern appears when such photos or pictures printed with fine dots are scanned.

»» Important

- When enabling **Descreen**, disable **Unsharp Mask**. If **Unsharp Mask** is enabled, some moire effects may remain.

»» Note

- Scanning takes longer than usual when you enable **Descreen**.

• Reduce Show-through

Use this function to reduce show-through in duplex documents or lighten the base color in recycled paper and other colored paper when scanning documents.

»» Important

- **Reduce Show-through** is effective only when **Document** or **Magazine** is selected for **Image Adjustment**.

• Calibrate before each scan

Calibrates the scanner every time before trial scanning and scanning, to reproduce correct color tones in scanned images.

»» Note

- Calibration may take time depending on your computer.

General Notes (Scanner Driver)

The scanner driver is subject to the following restrictions. Keep these points in mind when using the scanner driver.

Scanner Driver Restrictions

- If the computer is shared among multiple users or when you have logged out and back on, a message indicating that the scanner driver is in use may appear. In that case, disconnect the USB cable from the computer, then reconnect it.
- Scanning may fail if the computer has resumed from sleep state with the scanner driver active. In that case, follow these steps and scan again.
 1. Turn off the machine.
 2. Exit the scanner driver, then disconnect the USB cable from the computer and reconnect it.
 3. Turn on the machine.
- Do not connect two or more scanner or multifunction printers with scanner function to the same computer simultaneously. If multiple scanning devices are connected, you may experience errors while accessing the devices.
- When using a network compatible model by connecting to a network, the machine cannot be accessed from multiple computers at the same time.
- When using a network compatible model by connecting to a network, scanning takes longer than usual.
- Make sure that you have adequate disk space available when scanning large images at high resolutions. For example, at least 300 MB of free space is required to scan an A4 document at 600 dpi in full-color.
- Do not enter the computer into sleep or hibernate state during scanning.

Updating the Scanner Driver

- [Obtaining the Latest Scanner Driver](#)
- [Before Installing the Scanner Driver](#)
- [Installing the Scanner Driver](#)

Obtaining the Latest Scanner Driver

Upgrading your current scanner driver to the latest scanner driver may solve some problems you have experienced.

Obtaining the Scanner Driver

To obtain the scanner driver, access our website and download the scanner driver for your model.

»»» Important

- Scanner driver can be downloaded for free; however, Internet connection fees apply.

Related Topic

- [Before Installing the Scanner Driver](#)
- [Installing the Scanner Driver](#)

Before Installing the Scanner Driver

Check the following points before installing the scanner driver. Check these also when you cannot install the scanner driver.

Machine Status

- If the machine and computer are connected with a USB cable, disconnect the USB cable from the computer.

Computer Settings

- Close all running applications.
- Log in as the administrator of the computer. You will be required to enter the name and password of the user with administrator privileges. If you have multiple user accounts on Mac OS X, log in with the first administrator account created.

»» Important

- If you install an older version of the scanner driver after installing a newer one, the scanner driver may not operate properly. In that case, reinstall the newer scanner driver.

»» Note

- When installing multiple versions of the scanner driver, install the older scanner driver first.

Related Topic

- [Obtaining the Latest Scanner Driver](#)
- [Installing the Scanner Driver](#)

Installing the Scanner Driver

Access our website via the Internet to download the latest scanner driver.

Follow these steps to install the downloaded scanner driver.

1. Mount the disk.

Double-click the downloaded disk image file.

The file is decompressed and the disk is mounted.

2. Start the installer.

Double-click the ".pkg" file in the decompressed disk.

Installation starts.

3. Install the driver.

Follow the prompts to install.

When the license agreement screen appears, read the terms and click **Continue**. If you do not accept the license agreement, you cannot install this software.

If an authentication screen appears, enter the administrator's name and password, then click **Install**.

4. Complete the installation.

The scanner driver is installed.

»» Important

- Installation may fail if you click **Go Back** during the process. In that case, select **Quit Installer** from the **Installer** menu to exit the installer, then start over the installation.
- Scanner driver can be downloaded for free; however, Internet connection fees apply.

Related Topic

- [Obtaining the Latest Scanner Driver](#)
- [Before Installing the Scanner Driver](#)

Useful Information on Scanning

- [Adjusting Cropping Frames in the Image Stitch Window](#)
- [Resolution](#)
- [Data Formats](#)

Adjusting Cropping Frames in the Image Stitch Window

"Cropping" is the act of selecting the area you want to keep in an image and discarding the rest when scanning it.

In the **Image Stitch** window, you can specify a cropping frame on the image displayed in the Preview area.

»» Note

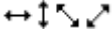
- Refer to Help of Image Capture for how to adjust the cropping frames (selection boxes) in the screen displayed by clicking **Driver** in the IJ Scan Utility main screen.

Initial Cropping Frame


No cropping frame is specified. When you select the **Adjust cropping frames** checkbox, an active cropping frame is automatically specified around the image in the Preview area. You can drag the cropping frame to specify the area.

When you perform a scan, the image in the area specified with the cropping frame will be scanned.

Adjusting a Cropping Frame

The cursor will change into  (Arrow) when it is positioned over a cropping frame. Click and drag the mouse to expand or contract the cropping frame.



The cursor will change into  (Hand) when it is positioned within a cropping frame. Click and drag the mouse to move the entire cropping frame.



Deleting Cropping Frames

To delete the cropping frame, deselect the **Adjust cropping frames** checkbox.


Resolution

The data in the image you have scanned is a collection of dots carrying information about brightness and color. The density of these dots is called "resolution", and resolution will determine the amount of detail your image contains. The unit of resolution is dots per inch (dpi). Dpi is the number of dots per inch (2.5 cm).

The higher the resolution (value), the more detail in your image; the lower the resolution (value), the less detail.



How to Set the Resolution

You can set the resolution in **Resolution** on the  (Scanning from a Computer) tab of the Settings dialog.

Appropriate Resolution Settings

Set the resolution according to the use of the scanned image.

Item Type	Use	Color Mode	Appropriate Resolution
Color photo	Copying (Printing)	Color	300 dpi
	Creating a postcard	Color	300 dpi
	Saving to a computer	Color	300 dpi
	Using on a website or attaching to e-mail	Color	150 dpi
Black and white photo	Saving to a computer	Grayscale	300 dpi
	Using on a website or attaching to e-mail	Grayscale	150 dpi
Text document (document or magazine)	Copying	Color, Grayscale, or Black and White	300 dpi
	Attaching to e-mail	Color, Grayscale, or Black and White	150 dpi
	Scanning text using OCR	Color or Grayscale	300 dpi

»» Important

- If you double the resolution, the data size of the scanned image quadruples. If the file is too large, the processing speed will slow down significantly, and you will experience inconvenience such as lack of memory. Set the minimum required resolution according to the use of the image.

»» Note

- When you will be printing the scanned image by enlarging it, scan by setting a higher resolution than the recommended one above.

Data Formats

You can select a data format when saving scanned images. You should specify the most suitable data format according to how you want to use the image on which application.

Available data formats vary by application and operating system (Windows or Mac OS).

See below for the characteristics of each image data format.

PNG (Standard File Extension: .png)

A data format often used on websites.

PNG is suitable for editing saved images.

JPEG (Standard File Extension: .jpg)

A data format often used on websites and for digital camera images.

JPEG features high compression rates. JPEG images slightly degrade every time they are saved, and cannot be returned to their original state.

JPEG is not available for black and white images.

TIFF (Standard File Extension: .tif)

A data format featuring a relatively high compatibility between various computers and applications.

TIFF is suitable for editing saved images.

»» Note

- Some TIFF files are incompatible.
- IJ Scan Utility supports the following TIFF file formats.
 - Uncompressed, black and white binary
 - Uncompressed, RGB (8 bits per channel)
 - Uncompressed, Grayscale

PDF (Standard File Extension: .pdf)

A data format for electronic documents, developed by Adobe Systems Incorporated.

It can be used on various computers and operating systems, and fonts can be embedded as well; therefore, people in different environments can exchange the files without being aware of the differences.

Placing Items (When Scanning from a Computer)

Learn how to place items on the platen of your scanner or printer. Place items correctly according to the type of item to be scanned. Otherwise, items may not be scanned correctly.

»» Important



- Do not place objects on the document cover. When you open the document cover, the objects may fall into your scanner or printer, resulting in malfunction.
- Close the document cover when scanning.

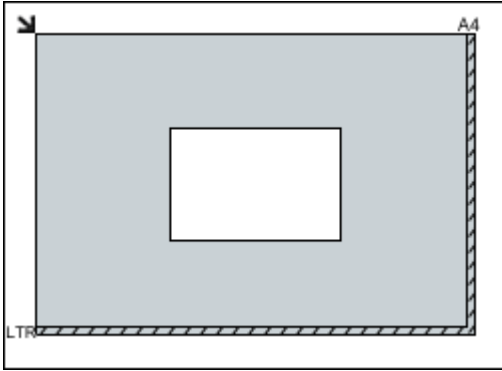
Placing Items

Place items as described below to scan by detecting the item type or size automatically.

»» Important

- When scanning by specifying the paper size in IJ Scan Utility or the scanner driver, align an upper corner of the item with the corner at the arrow (alignment mark) of the platen.
- Photos that have been cut to various shapes and items smaller than 1.2 inches (3 cm) square cannot be cropped accurately when scanning.
- Reflective disc labels may not be scanned as expected.
- When scanned using the scanner driver, the response may differ. In that case, adjust the cropping frame (selection box) manually.

For Photos, Postcards, Business Cards, or BD/DVD/CD	For Magazines, Newspapers, or Documents
<div data-bbox="183 1413 689 1541"></div> <p data-bbox="153 1581 478 1619">Placing a Single Item</p> <p data-bbox="153 1637 788 1865">Place the item face-down on the platen, with 0.4 inch (1 cm) or more space between the edges (diagonally striped area) of the platen and the item. Portions placed on the diagonally striped area cannot be scanned.</p>	<div data-bbox="922 1413 1302 1541"></div> <p data-bbox="836 1570 1433 1843">Place the item face-down on the platen and align an upper corner of the item with the corner at the arrow (alignment mark) of the platen. Portions placed on the diagonally striped area cannot be scanned.</p>

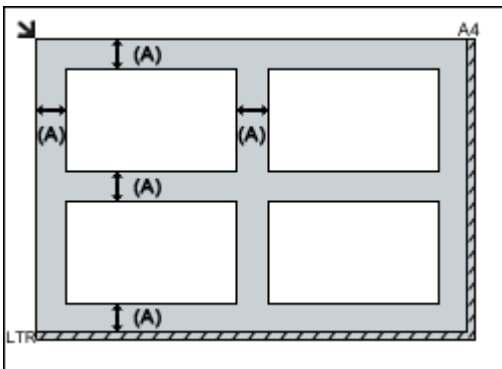


»» Important

- Large items (such as A4 size photos) that cannot be placed away from the edges/ arrow (alignment mark) of the platen may be saved as PDF files. To save in a format other than PDF, scan by specifying the data format.

Placing Multiple Items

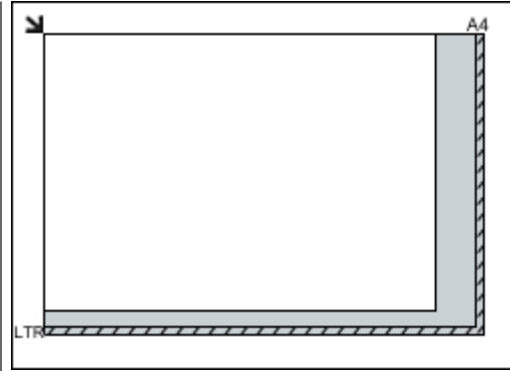
Allow 0.4 inch (1 cm) or more space between the edges (diagonally striped area) of the platen and items, and between items. Portions placed on the diagonally striped area cannot be scanned.



(A) more than 0.4 inch (1 cm)

»» Note

- In IJ Scan Utility, you can place up to 12 items.
- Positions of slanted items (10 degrees or less) are corrected automatically.



»» Important

- Refer to "Loading Originals" for your model from Home of the *Online Manual* for details on the portions in which items cannot be scanned.