Application Library

User's Guide

Contents

What You Can Do with Application Library

What You Can Do with Application Library

94YC-000

You can use Application Library to perform a variety of convenient functions, simply by pressing a button on the Home screen.
You can combine functions to suit different circumstances and purposes, and improve the efficiency of various operations.
* The available functions vary depending on the model.

Using Cloud Services to Quickly Share and Print Data

You can use [Cloud Apps] to send or save scanned data to a linked cloud service, and directly print files stored in a cloud service. You can share or print data with a one-touch operation, without using a computer.
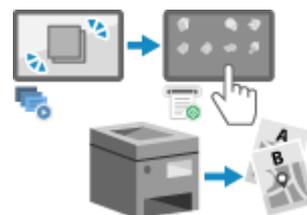**◉Linking to Cloud Service(P. 15)**

Enabling Visitors to Print Sightseeing Maps at a Tourist Information Center

You can use [Standby Slide] to display the printing procedure on the control panel, and use [Print Template] to enable users to print sightseeing maps with a one-touch operation.
◉Displaying Text or an Image on the Control Panel(P. 36)
◉Printing Specific Files(P. 17)

Scanning Handwritten Documents at a Hospital and Storing the Data in a Folder for Each Patient's ID

You can use [Name and Scan] to assign file names to scanned data according to rules that you specify, and store the data in specified folders.
◉Sending and Saving Scanned Data According to Specified Rules(P. 24)
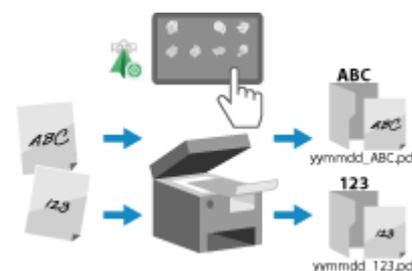
Copying Both Sides of an ID on One Side of a Sheet of Paper with a One-Touch Operation at a Real Estate Agency

You can use [ID Card Copy (Simple)] to copy both sides of an ID card such as a driver's license or insurance card on one side of a sheet of paper, with settings that you register in advance. You can create different buttons with the appropriate settings for each type of ID.
◉Copying ID Cards with Prescribed Settings(P. 32)
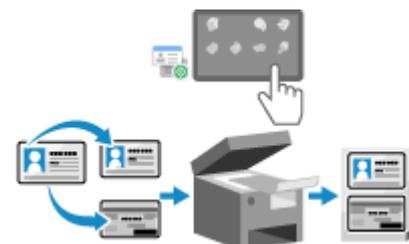
Application List

Application List

94YC-001

This manual describes all of the functions of the available applications. Some of the described functions may not be available depending on your model.

Greater Efficiency

You can use the applications below to perform functions that help improve the efficiency of your operations with a single touch of a button.

	[Cloud Apps] Send or save scanned data to a linked cloud service, and print files stored in a cloud service. ◯**Linking to Cloud Service(P. 15)**
	[Print Template] Easily print images and documents that are specified in advance, when they are needed. ◯**Printing Specific Files(P. 17)**
	[Print File from Server] Print images and documents from a server or website that is specified in advance. You can print all of the files in the specified folder when you press the button, or configure settings to periodically print the registered files automatically. ◯**Printing Specific Files from a Server(P. 18)**
	[Scan to Preset Destination] Send or save scanned data to destinations that are specified in advance. ◯**Sending or Saving Scanned Data to a Specific Destination(P. 20)**
	[Template Email] Send scanned data by e-mail to destinations that are specified in advance. By specifying the subject and message of the e-mail, you can save the trouble of entering the subject and message each time you perform scanning. ◯**Sending Scanned Data as a Template E-Mail(P. 22)**
	[Name and Scan] Send or save scanned data to destinations that are specified in advance. You can add a custom text string or the scan date and time to the file name of the scanned data. ◯**Sending and Saving Scanned Data According to Specified Rules(P. 24)**
	[Fax to Preset Destination] Send faxes to destinations that are specified in advance. ◯**Sending Faxes to Specific Destinations(P. 26)**
	[Fax and Store] Configure settings so that whenever faxes are sent to destinations that are specified in advance, backup copies of the faxes are also sent or saved to separate destinations. ◯**Saving Backups of Sent Faxes(P. 28)**
	[Print Client Faxes] Configure settings so that, among the faxes saved using Memory Lock, only those from senders specified in advance are printed. ◯**Printing Faxes from Specific Senders Only(P. 30)**

Various Copying

You can use the applications below to perform various copy operations with a single touch of a button.

	[ID Card Copy (Simple)] Copy ID cards according to the number of copies and image quality settings that are specified in advance. **◉Copying ID Cards with Prescribed Settings(P. 32)**
	[Copy (Enhance Text)] Copy with density settings that are specified in advance. By specifying density settings that suit frequently used originals, you can save the trouble of configuring the settings each time you perform copying. **◉Copying with Density Settings Specified in Advance(P. 33)**
	[Copy (Eco)] Specify a combination of 2-sided copying and N on 1 copying, and perform the combination with a one-touch operation. You can save paper by using this application for large copy jobs. **◉Copying with Settings That Save Paper and Toner(P. 34)**
	[Copy (BleedReduce)] Reduce the amount of bleed-through (phenomenon in which text or images on the back side of the original are visible in the copy) when you perform copying. This application is useful when the original consists of thin paper. **◉Reducing Bleed-Through When Copying(P. 35)**

Display Operations

You can use the applications below to display information on the control panel or switch the display language with a single touch of a button.

	[Standby Slide] Register any text or image as a slide, and display it on the control panel like a screen saver. You can also register multiple slides and display them in a specified order. **◉Displaying Text or an Image on the Control Panel(P. 36)**
	[Standby Slide from Server] Register any text or image stored on a server as a slide, and display it on the control panel like a screen saver. You can also register multiple slides and display them in a specified order. **◉Displaying Text or an Image from a Server on the Control Panel(P. 38)**
	[Language] Switch the display language with a one-touch operation. Each time you press the button, the display language of the control panel switches in the order that the display languages were registered. **◉Switching the Display Language(P. 41)**
	[Consumables Information] Check information on consumables used by the machine.

Other

	[Application Library Guide] Display a description of Application Library.

Accessing the Management Screen

Accessing the Management Screen

94YC-002

Use the dedicated management screen in Remote UI to register and configure applications.
To use Remote UI, access the IP address of the machine from a web browser on a computer. Administrator privileges are required in order to access the management screen.

◖**Checking the IP Address of the Machine(P. 7)**
◖**Starting Remote UI(P. 8)**
◖**Opening the [Application Management] Screen(P. 9)**

> **NOTE**
>
> - With Remote UI, you can use a web browser on a computer to check the operation status of the machine, change the machine settings, and register destinations in the Address Book. To use this function, the computer and the machine need to be connected to the network.
>
> - For details on Remote UI, see the "User's Guide" for your model at the online manual site.
>   **https://oip.manual.canon/**

Checking the IP Address of the Machine

1 **On the [Home] screen of the control panel or other location, press [Status Monitor].**
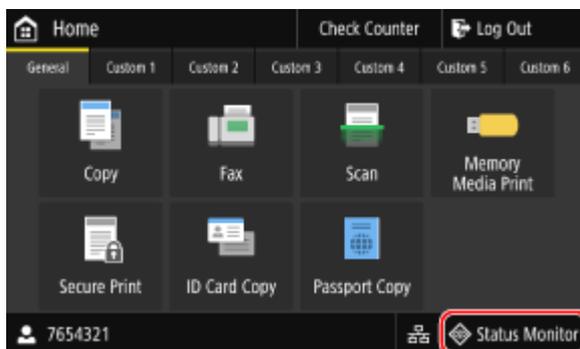
2 **Check the IP address.**

> **NOTE**

- If the IP address is not displayed at the bottom of the [Status Monitor] screen, press [Network Information]
  ▶ [IPv4] to check the IP address.

Starting Remote UI

1 **From a web browser on a computer, access the following URL.**

http://<IP address of the machine>/
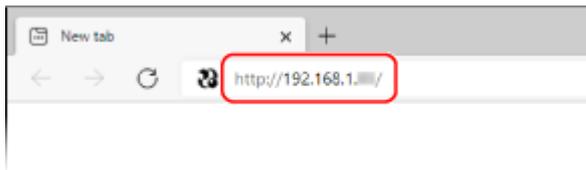
➡ The Remote UI login screen appears.
   If Remote UI communication is encrypted, a warning message about the security certificate may appear. If there are no problems with the certificate or TLS settings, you can continue operations.

When entering an IPv6 address, enclose the IP address in brackets [ ].

Example:
http://[fe80:2e9e:fcff:fe4e:dbce]/

2 **Enter the items required to log in with System Manager Mode.**

■ **If the Screen for Selecting [System Manager Mode] Appears**
   Select [System Manager Mode], and enter the required items according to the setting status.
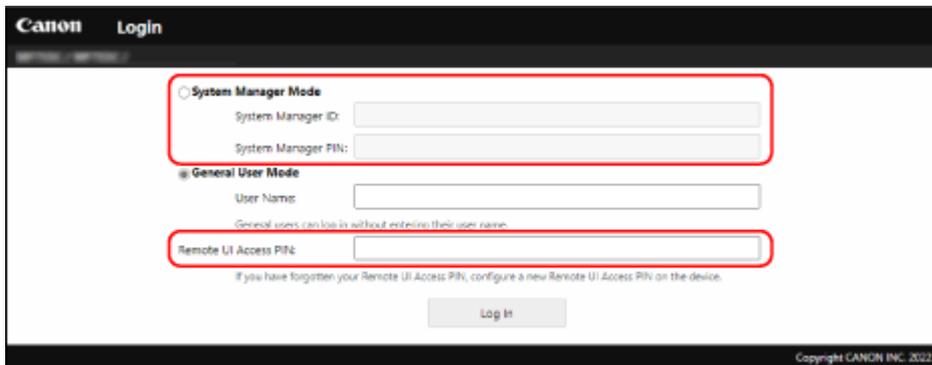
When the System Manager ID Is Set
Enter the System Manager ID and System Manager PIN.

When the Remote UI Access PIN Is Set
Enter the Remote UI Access PIN.

■ **If the Screen for Entering the Department ID Appears**
   Enter the Department ID and PIN.
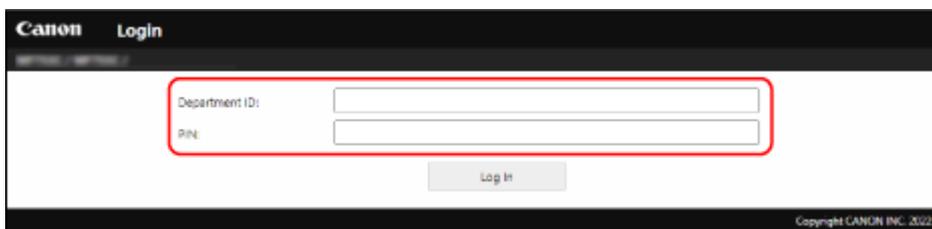
When the System Manager ID Is Set

Enter the System Manager ID and System Manager PIN.

When the System Manager ID Is Not Set
Enter any number for the Department ID.

3 **Click [Log In].**

➠ The Portal page of Remote UI appears.

🛈 **IMPORTANT**

- Do not access other websites when using Remote UI.

Opening the [Application Management] Screen

1 **Start Remote UI and log in with System Manager Mode.**

2 **On the Portal page of Remote UI, click [Application Library].**
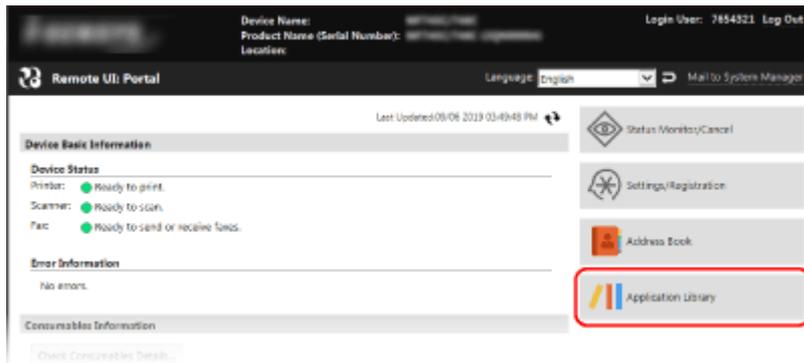
➠ The [Application Management] screen appears. ▶**[Application Management] Screen(P. 11)**
A list of available applications is displayed on the [Application Management] screen. ▶**Application List(P. 4)**

[Application Management] Screen

[Application Management] Screen

94YC-003

This screen appears when you click [Application Library] on the Portal page of Remote UI. You can enable or disable each application and change the settings.
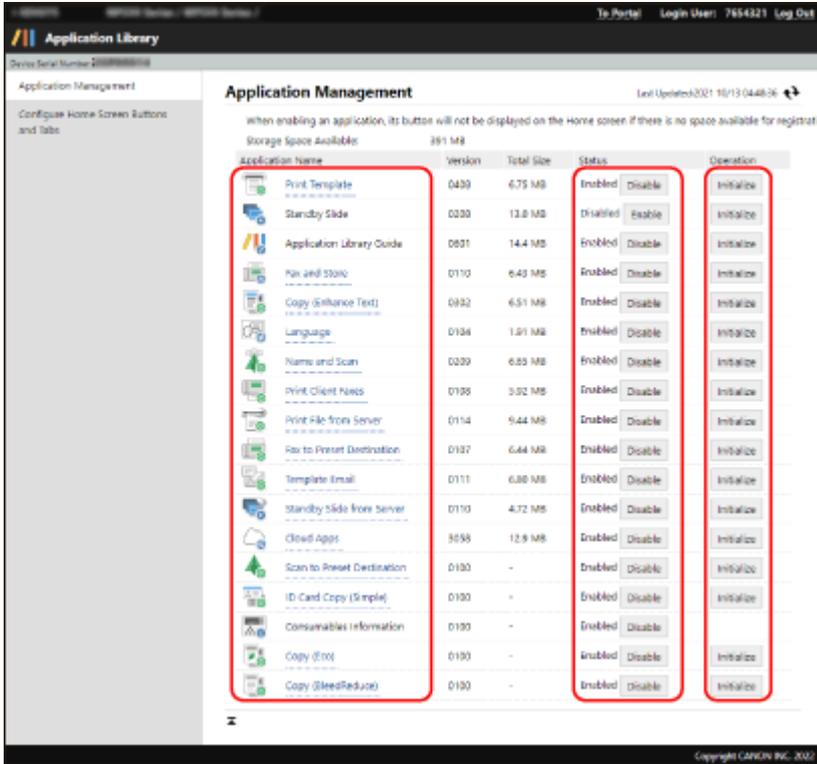
[Application Name]
Displays a list of applications that are installed on the machine. When you click a link for an application in the [Application Name] list, the setting screen for that application appears.

[Status]
Enables or disables each application. When an application is disabled, the button on the [Home] of the control panel is hidden.

[Operation]
When you click [Initialize] for an application, the initial settings of the application are restored and the registered button is deleted.

Using Applications

Using Applications

94YC-004

To use an application, press the button for the application on the [Home] screen of the control panel.
You may need to register and configure the buttons for some applications.
You can also register multiple buttons with different settings, and use them according to the circumstances or purpose.

Applications with Buttons to Register Before Use

By default, the buttons for the applications listed below are displayed on the [Home] screen of the control panel. However, you need to register the buttons in order to use them.
Select each application that you want to use from the list, and register the buttons. The settings to configure when registering the buttons vary depending on the application.

- Cloud Apps ❯**Linking to Cloud Service(P. 15)**
- Print Template ❯**Printing Specific Files(P. 17)**
- Print File from Server ❯**Printing Specific Files from a Server(P. 18)**
- Scan to Preset Destination ❯**Sending or Saving Scanned Data to a Specific Destination(P. 20)**
- Template Email ❯**Sending Scanned Data as a Template E-Mail(P. 22)**
- Name and Scan ❯**Sending and Saving Scanned Data According to Specified Rules(P. 24)**
- Fax to Preset Destination ❯**Sending Faxes to Specific Destinations(P. 26)**
- Fax and Store ❯**Saving Backups of Sent Faxes(P. 28)**
- Print Client Faxes ❯**Printing Faxes from Specific Senders Only(P. 30)**
- Copy (Enhance Text) ❯**Copying with Density Settings Specified in Advance(P. 33)**

Buttons with the recommended settings have been registered for the applications listed below.
Edit the buttons as needed, or register new buttons.

- ID Card Copy (Simple) ❯**Copying ID Cards with Prescribed Settings(P. 32)**
- Copy (Eco) ❯**Copying with Settings That Save Paper and Toner(P. 34)**
- Copy (BleedReduce) ❯**Reducing Bleed-Through When Copying(P. 35)**

Applications with Buttons to Edit Before Use

By default, the buttons for the applications listed below are displayed on the [Home] screen of the control panel. However, you need to configure the settings in order to use the buttons.
You cannot duplicate or delete the buttons.

- Standby Slide ❯**Displaying Text or an Image on the Control Panel(P. 36)**
  * This button does not appear when [Standby Slide from Server] is enabled.
- Standby Slide from Server ❯**Displaying Text or an Image from a Server on the Control Panel(P. 38)**
  * This button does not appear when [Standby Slide] is enabled.
- Language ❯**Switching the Display Language(P. 41)**

Applications with Buttons That Can Be Used Without Changes

By default, the buttons for the applications listed below are displayed on the [Home] screen of the control panel.
You cannot edit, duplicate, or delete these buttons.

- Consumables Information
  You can check information on consumables used by the machine.

- Application Library Guide
  You can display a description of Application Library.

> ## NOTE
>
> - For applications with buttons that need to be registered before use, you can edit and/or duplicate the buttons. You can change the settings when duplicating a button.
>   **◉Editing and Duplicating Buttons(P. 49)**

Linking to Cloud Service

94YC-005

You can use "Cloud Apps" to send or save scanned data to a linked cloud service. You can also print files stored in a cloud service.
This application is only available with machine models provided with the scan function. The maximum file size that can be sent or saved is 30 MB.

To use this function, register the scan button or print button on the [Home] screen of the control panel by following the procedure below.

Required Preparations

- Prepare the information required for authorization of the linked cloud service, and have it on hand.
  For details on the information required for authorization, see the website of the cloud service.

---

1 **In Remote UI, access the management screen.** ▶**Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Cloud Apps].**

➡ The [Cloud Apps] screen appears.

3 **Click [Register New Button].**

➡ The [Register New Button] screen appears.

4 **Enter the button names.**

Enter names for the button group, scan button, and print button.
The name for the button group is used to manage the scan button and print button together.

■**To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **Select the cloud service to be linked.**

6 **Configure the scan and print settings.**
▶**Scan Settings(P. 43)**
▶**Print Settings(P. 42)**

7 **Click [Authorize].**

➡ The cloud service authorization screen appears.

8 **Authorize the cloud service according to the instructions on the screen.**

➡ When authorization is completed, the [Cloud Apps] screen in Remote UI reappears.

The button is added to the [Home] screen of the control panel.

The authorization procedure varies depending on the cloud service.

9 **Log out from Remote UI.**

> **NOTE**
>
> **Authorization of Cloud Service**
>
> - The button is added even if cloud service authorization fails. To perform authorization again, click [Reauthorize] on the [Cloud Apps] screen.
>
> - Some cloud services have an expiration date for authorization. If the expiration date has passed, click [Reauthorize] on the [Cloud Apps] screen to perform authorization again.
>
> - Set the date and time of the machine accurately. Otherwise, an error may occur with the cloud service authorization. For details on the date and time settings, see the "User's Guide" for your model at the online manual site.
> **https://oip.manual.canon/**

Printing Specific Files

94YC-006

You can use "Print Template" to easily print images and documents that are specified in advance, when they are needed.
Specify files that are saved on a computer. You can only specify files in JPEG or PDF format, and the maximum total file size is 48 MB.
To specify files on a server or website, use "Print File from Server." ▶**Printing Specific Files from a Server(P. 18)**

To use this function, register the button on the [Home] screen of the control panel by following the procedure below.

1 **In Remote UI, access the management screen.** ▶**Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Print Template].**

⇒ The [Print Template] screen appears.

3 **Click [Register New Button].**

⇒ The [Register New Button] screen appears.

4 **Enter the button name.**

■**To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **For [File Path], click [Browse] and specify the file to register.**

6 **Configure the print settings.** ▶**Print Settings(P. 42)**

7 **Click [OK].**

⇒ The button is added to the [Home] screen of the control panel.

8 **Log out from Remote UI.**

Printing Specific Files from a Server

94YC-007

You can use "Print File from Server" to print images from a server or website that is specified in advance. You can print all of the files in the specified folder when you press the button, or configure settings to periodically print the registered files automatically.
You can only print files in JPEG or PDF format. For PDF files, the maximum file size is 250 MB.

To use this function, register the button on the [Home] screen of the control panel by following the procedure below.

Required Preparations

- Prepare the following information and have it on hand.
  - File path, folder path, or URL to be specified
  - User name and password used for accessing the file or folder to be specified (if Restrict Access is set)

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Print File from Server].**

➠ The [Print File from Server] screen appears.

3 **Click [Register New Button].**

➠ The [Register New Button] screen appears.

4 **Enter the button name.**

■**To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **Enter the location of the file or folder that you want to register.**

Specify the path or URL.

■**To Specify the Path**
In [File/Folder], select [Specify File Path] and enter the path of the file or folder. Use "\" as a separator.

■**To Specify the URL**
In [File/Folder], select [Specify URL] and enter the URL of the file or folder.

6 **Enter the user name and password, as needed.**

- If Restrict Access is enabled for the folder or server, enter the user name and password used for accessing the folder or server.
- To enter a password, select the [Set/Change Password] checkbox, and then enter the password.
- You can click [Check Connection] to check whether the machine can connect to the specified file or folder.

7   **Configure the print settings.** ⬤**Print Settings(P. 42)**

    To Print Periodically

    Select the [Configure Print Schedule] checkbox, and set the days and times to print.

    * When you use Department ID Management, uniFLOW Online, or uniFLOW Online Express, periodic printing is disabled even if the schedule is set.

8   **Click [OK].**

    ➠ The button is added to the [Home] screen of the control panel.

9   **Log out from Remote UI.**

NOTE

- If the folder contains 11 or more files when you press the button, 10 files will be printed in reverse chronological order of the last update.

Sending or Saving Scanned Data to a Specific Destination

94YC-008

You can use "Scan to Preset Destination" to send or save scanned data to destinations that are specified in advance.

To use this function, register the button on the [Home] screen of the control panel by following the procedure below.

> **Required Preparations**
>
> - To specify destinations, you first need to register them in the Address Book of the machine.
>   For details on how to register destinations, see the "User's Guide" for your model at the online manual site.
>   **https://oip.manual.canon/**

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Scan to Preset Destination].**

⇒ The [Scan to Preset Destination] screen appears.

3 **Click [Register New Button].**

⇒ The [Register New Button] screen appears.

4 **Enter the button name.**

■ **To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **Select [Send Category], and click [Switch].**

6 **Configure the TX settings.**

The setting items vary depending on the send category selected in Step 5.

■ **When [E-Mail] Is Selected in [Send Category]**

1 Enter an e-mail address in [Destination], and then click [Add].

⇒ The e-mail address is added to [Destination List].

2 Add destinations as needed.

- For Cc/Bcc destinations, click [Select from Address Book] and specify the destinations.
- To change the e-mail address type (To/Cc/Bcc), click [Switch to To/Cc/Bcc].
- You can click [Delete] to delete the selected e-mail address from the list.

3   Enter a subject and message for the e-mail.

4   Configure the e-mail information.

> **[Reply-to]**
>
> Select an e-mail address (Reply-To) from the Address Book to be used as the address that e-mail recipients reply to.
> If no e-mail address is selected here, the e-mail address of the machine is used as the Reply-To e-mail address.
>
> **[Priority]**
> Select the priority level.

■When [File] Is Selected in [Send Category]

1   In [Destination], click [Select from Address Book].

⟱ The [Select from Address Book] screen appears.

2   Select the destination, and click [OK].

⟱ The [Register New Button] screen reappears.

■When [USB Memory] Is Selected in [Send Category]
This step is not required. Proceed to Step 7.

7 **Configure the scan settings.** ◗**Scan Settings(P. 43)**

8 **Click [OK].**

⟱ The button is added to the [Home] screen of the control panel.

9 **Log out from Remote UI.**

NOTE

- If you change a destination registered in the Address Book of the machine, the TX destination is also changed.
- If you delete a destination from the Address Book of the machine, the TX destination is also deleted. Specify the TX destination again, as needed.

Sending Scanned Data as a Template E-Mail

94YC-009

You can use "Template Email" to send scanned data by e-mail to destinations that are specified in advance. By specifying the subject and message of the e-mail, you can save the trouble of entering the subject and message each time you perform scanning.

To use this function, register the button on the [Home] screen of the control panel by following the procedure below.

Required Preparations

- To specify destinations, you first need to register them in the Address Book of the machine.
  For details on how to register destinations, see the "User's Guide" for your model at the online manual site.
  https://oip.manual.canon/

1 **In Remote UI, access the management screen.** ▶**Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Template Email].**

⇒ The [Template Email] screen appears.

3 **Click [Register New Button].**

⇒ The [Register New Button] screen appears.

4 **Enter the button name.**

■**To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **Enter a subject and message for the e-mail.**

6 **Enter an e-mail address in [Destination], and then click [Add].**

⇒ The e-mail address is added to [Destination List].

7 **Add destinations as needed.**

- For Cc/Bcc destinations, click [Select from Address Book] and specify the destinations.
- To change the e-mail address type (To/Cc/Bcc), click [Switch to To/Cc/Bcc].
- You can click [Delete] to delete the selected e-mail address from the list.

8 **Configure the scan settings.** ▶**Scan Settings(P. 43)**

9 **Click [OK].**

➠ The button is added to the [Home] screen of the control panel.

10 **Log out from Remote UI.**

NOTE

- If you change a destination registered in the Address Book of the machine, the TX destination is also changed.

- If you delete a destination from the Address Book of the machine, the TX destination is also deleted. Specify the TX destination again, as needed.

- You can change the subject, message, and destination specified in Steps 5 to 7 when scanning.

Sending and Saving Scanned Data According to Specified Rules

94YC-00A

You can use "Name and Scan" to send or save scanned data to destinations that are specified in advance. You can add a custom text string or the scan date and time to the file name of the scanned data.
You can also specify the store location folder to be used when scanning is performed with an ID.

To use this function, register the button on the [Home] screen of the control panel by following the procedure below.

Required Preparations

- To specify destinations, you first need to register them in the Address Book of the machine.
  For details on how to register destinations, see the "User's Guide" for your model at the online manual site.
  https://oip.manual.canon/

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1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Name and Scan].**

⇒ The [Name and Scan] screen appears.

3 **Click [Register New Button].**

⇒ The [Register New Button] screen appears.

4 **Enter the button name.**

■**To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **In [Destination], click [Select from Address Book].**

⇒ The [Select from Address Book] screen appears.

6 **Select the destination, and click [OK].**

⇒ The [Register New Button] screen reappears.

7 **Configure the scan settings. ▶Scan Settings(P. 43)**

8 **Configure the ID settings as needed.**

If you want to display the screen for entering an ID when users perform scanning, select the [Display Screen for ID Entry] checkbox.

[Types of Characters]

Specify the types of characters for the ID.

[Maximum Number of Characters]

Specify the maximum number of characters for the ID.

[Message to Display on Screen]

Specify the message to display on the ID entry screen.

[Use ID to Distribute Files to Folders]

Select the checkbox to save the scanned data to a folder with a name that matches the specified ID.

9 Configure the file name settings as needed.

Specify the items to be added to the file name, as well as the order and format of the items.

- To add the ID that was configured in Step 8, select the [Add ID to File Name] checkbox.
- Select the [Use Separators in File Name] checkbox if you want to insert "_" as a separator between the text, ID, and date and time in the file name.
- In [Display Order in File Name], specify the order of the text, ID, and date and time in the file name.

Example file name: Configured with text ("AAA") first, ID ("BBB") second, and date and time third

AAA_BBB_230405091234.pdf

ⓐ Text

ⓑ ID
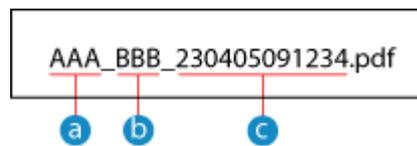
ⓒ Date and time ("2023/4/5 9:12:34" in the example above)

10 Click [OK].

➠ The button is added to the [Home] screen of the control panel.

11 Log out from Remote UI.

NOTE

- If you change a destination registered in the Address Book of the machine, the TX destination is also changed.
- If you delete a destination from the Address Book of the machine, the TX destination is also deleted. Specify the TX destination again, as needed.

Sending Faxes to Specific Destinations

94YC-00C

You can use "Fax to Preset Destination" to send faxes to destinations that are specified in advance.

To use this function, register the button on the [Home] screen of the control panel by following the procedure below.

> **Required Preparations**
>
> - To specify destinations, you first need to register them in the Address Book of the machine.
>   For details on how to register destinations, see the "User's Guide" for your model at the online manual site.
>   **https://oip.manual.canon/**

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Fax to Preset Destination].**

➡ The [Fax to Preset Destination] screen appears.

3 **Click [Register New Button].**

➡ The [Register New Button] screen appears.

4 **Enter the button name.**

5 **In [Destination List], click [Select from Address Book].**

➡ The [Select from Address Book] screen appears.

6 **Select the destination, and click [OK].**

➡ The [Register New Button] screen reappears.

7 **Configure the scan settings for the fax original. ▶Fax Original Scan Settings(P. 47)**

8 **Click [OK].**

➡ The button is added to the [Home] screen of the control panel.

9 **Log out from Remote UI.**

NOTE

- If you change a destination registered in the Address Book of the machine, the TX destination is also changed.

- If you delete a destination from the Address Book of the machine, the TX destination is also deleted. Specify the TX destination again, as needed.

Saving Backups of Sent Faxes

94YC-00E

You can use "Fax and Store" to configure settings so that whenever faxes are sent to destinations that are specified in advance, backup copies are also sent or saved to separate destinations.

To use this function, register the button on the [Home] screen of the control panel by following the procedure below.

> **Required Preparations**
>
> ● To specify destinations, you first need to register them in the Address Book of the machine.
>   For details on how to register destinations, see the "User's Guide" for your model at the online manual site.
>   **https://oip.manual.canon/**

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Fax and Store].**

➡ The [Fax and Store] screen appears.

3 **Click [Register New Button].**

➡ The [Register New Button] screen appears.

4 **Enter the button name.**

5 **In [Destination List], click [Select from Address Book].**

➡ The [Select from Address Book] screen appears.

6 **Select the destination, and click [OK].**

➡ The [Register New Button] screen reappears.

7 **In [Archiving Destination], click [Select from Address Book].**

➡ The [Select from Address Book] screen appears.

8 **Select the archiving destination, and click [OK].**

➡ The [Register New Button] screen reappears.

9 **Configure the scan settings for the fax original. ▶Fax Original Scan Settings(P. 47)**

10 **Click [OK].**

➠ The button is added to the [Home] screen of the control panel.

11 **Log out from Remote UI.**

NOTE

- If you change a destination registered in the Address Book of the machine, the TX destination or archiving destination is also changed.

- If you delete a destination from the Address Book of the machine, the TX destination or archiving destination is also deleted. Specify the TX destination and archiving destination again, as needed.

Printing Faxes from Specific Senders Only

94YC-00F

You can use "Print Client Faxes" to configure settings so that, among the faxes saved using Memory Lock, only those from senders specified in advance are printed.

To use this function, register the button on the [Home] screen of the control panel by following the procedure below.

> **Required Preparations**
>
> - To specify destinations, you first need to register them in the Address Book of the machine.
> - Enable the machine to use Memory Lock and fax preview.
> - For details on how to register destinations and use Memory Lock, see the "User's Guide" for your model at the online manual site.
>   **https://oip.manual.canon/**

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Print Client Faxes].**

⇒ The [Print Client Faxes] screen appears.

3 **Click [Register New Button].**

⇒ The [Register New Button] screen appears.

4 **Enter the button name.**

■ **To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **In [Sender List], click [Select from Address Book].**

⇒ The [Select from Address Book] screen appears.

6 **Select the sender, and click [OK].**

⇒ The [Register New Button] screen reappears.

7 **Enter the number of fax number digits to match.**

The sender's fax number will be compared to the fax numbers set in [Sender List], up to the specified number of digits.

8 **Click [OK].**

⇒ The button is added to the [Home] screen of the control panel.

9 **Log out from Remote UI.**

> **NOTE**
>
> - If you change a destination registered in the Address Book of the machine, the corresponding information in the sender list is also changed.
> - If you delete a destination from the Address Book of the machine, the corresponding information in the sender list is also deleted. Specify the sender again, as needed.
> - If the fax number is not set on the sender's device, this function may not operate properly.

Copying ID Cards with Prescribed Settings

94YC-00H

The ID Card Copy function copies the front and back sides of an ID card (such as a driver's license or insurance card) on the same side of a sheet of paper at 100% magnification. You can use "ID Card Copy (Simple)" to copy ID cards according to the number of copies and image quality settings that are specified in advance. By default, the "ID Card Copy (Simple)" button is registered with the recommended settings.

Follow the procedure below to register a new button, as needed.

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [ID Card Copy (Simple)].**

➡ The [ID Card Copy (Simple)] screen appears.

3 **Click [Register New Button].**

➡ The [Register New Button] screen appears.

4 **Enter the button name.**

■**To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **Configure the copy settings. ▶Copy Settings(P. 45)**

6 **Click [OK].**

➡ The button is added to the [Home] screen of the control panel.

7 **Log out from Remote UI.**

Copying with Density Settings Specified in Advance

You can use "Copy (Enhance Text)" to copy with density settings that are specified in advance. By specifying density settings that suit frequently used originals, you can save the trouble of configuring the settings each time you perform copying.

To use this function, register the button on the [Home] screen of the control panel by following the procedure below.

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Copy (Enhance Text)].**

➠ The [Copy (Enhance Text)] screen appears.

3 **Click [Register New Button].**

➠ The [Register New Button] screen appears.

4 **Enter the button name.**

■**To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **Configure the copy settings. ▶Copy Settings(P. 45)**

6 **Click [OK].**

➠ The button is added to the [Home] screen of the control panel.

7 **Log out from Remote UI.**

Copying with Settings That Save Paper and Toner

You can use "Copy (Eco)" to specify a combination of 2-sided copying and N on 1 copying, and perform the combination with a one-touch operation. You can save paper by using this application for large copy jobs. By default, the "Copy (Eco)" button is registered with the recommended settings.

Follow the procedure below to register a new button, as needed.

1 In Remote UI, access the management screen. ▶**Accessing the Management Screen(P. 7)**

2 On the [Application Management] screen, click [Copy (Eco)].

➟ The [Copy (Eco)] screen appears.

3 Click [Register New Button].

➟ The [Register New Button] screen appears.

4 Enter the button name.

■**To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 Configure the copy settings. ▶**Copy Settings(P. 45)**

6 Click [OK].

➟ The button is added to the [Home] screen of the control panel.

7 Log out from Remote UI.

Reducing Bleed-Through When Copying

You can use "Copy (BleedReduce)" to reduce the amount of bleed-through (phenomenon in which text or images on the back side of the original are visible in the copy) when you perform copying. This application is useful when the original consists of thin paper.
By default, the "Copy (BleedReduce)" button is registered with the recommended settings.

Follow the procedure below to register a new button, as needed.

1 **In Remote UI, access the management screen. ○Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Copy (BleedReduce)].**

⇿ The [Copy (BleedReduce)] screen appears.

3 **Click [Register New Button].**

⇿ The [Register New Button] screen appears.

4 **Enter the button name.**

■**To Display the Confirmation Screen When the Button Is Pressed**
Select the [Display Confirmation Screen Before Operation] checkbox.

5 **Configure the copy settings. ○Copy Settings(P. 45)**

6 **Click [OK].**

⇿ The button is added to the [Home] screen of the control panel.

7 **Log out from Remote UI.**

Displaying Text or an Image on the Control Panel

94YC-00R

You can use "Standby Slide" to register any text or image as a slide, and display it on the control panel like a screen saver. You can also register multiple slides and display them in a specified order.
To display images, specify files that are saved on a computer. You can only specify files in JPEG or PNG format, and the maximum total file size is 48 MB.
To specify files on a server or website, use "Standby Slide from Server." **⊙Displaying Text or an Image from a Server on the Control Panel(P. 38)**
* You cannot use "Standby Slide" and "Standby Slide from Server" at the same time.

By default, the button is displayed on the [Home] screen of the control panel. To use this function, register the slide by following the procedure below.

1 **In Remote UI, access the management screen. ⊙Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Standby Slide].**

⇒ The [Standby Slide] screen appears.
You cannot click this item if [Standby Slide from Server] is enabled. Click [Enable] to enable [Standby Slide].

3 **Click [Register New Slide].**

⇒ The [Register New Slide] screen appears.

4 **Set the background of the slide.**

You can specify an image or a color.

■**Setting an Image as the Slide Background**
Select [Specify Image], click [Browse], and specify the file.

■**Specifying a Color as the Slide Background**
Select [Specify Color], and specify the background color from the pulldown menu.

5 **Set the text to display in the slide.**

Select the [Display Text on Slide] checkbox, and configure the display text, font, and scroll settings.
If you do not want to display text, this step is not required. Proceed to Step 6.

6 **Click [OK].**

⇒ The [Standby Slide] reappears.
You can repeat Steps 3 to 6 to register multiple slides. You can register up to 20 slides.

7 **Set the button name and slide display timing, as needed.**

In [Basic Settings], click [Edit] and edit the settings.

Changing the Button Name
Select the [Change Button Name] checkbox, and enter the button name.

Setting the Slide Display Timing

- To display the slide automatically after no operations are performed on the control panel for a certain period of time, select the [Auto Start Slide] checkbox.

- If multiple slides are registered, specify the number of seconds to display each slide in [Display Time per Slide].

8 **Set the display order of the slides, as needed.**

By default, the slides are displayed in the order that they are registered. You can change the display order by following the procedure below.

1   In [Manage Slides], click [Edit Display Order].

2   Select the checkbox for the slide that you want to move, and click [Move Up] or [Move Down].

3   Click [OK].

⇒ The [Standby Slide] screen reappears.

9 **Log out from Remote UI.**

Displaying Text or an Image from a Server on the Control Panel

94YC-00S

You can use "Standby Slide from Server" to register any text or image stored on a server as a slide, and display it on the control panel like a screen saver. You can also register multiple slides and display them in a specified order.
Only files in JPEG or PNG format can be displayed, and the maximum image size is 800 x 480 pixels.
* You cannot use "Standby Slide" and "Standby Slide from Server" at the same time.

By default, the button is displayed on the [Home] screen of the control panel. To use this function, register the slide by following the procedure below.

Required Preparations

- Prepare the following information and have it on hand.
  - File path, folder path, or URL to be specified
  - User name and password used for accessing the file or folder to be specified (if Restrict Access is set)

---

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Standby Slide from Server].**

➡ The [Standby Slide from Server] screen appears.
    You cannot click this item if [Standby Slide] is enabled. Click [Enable] to enable [Standby Slide from Server].

3 **Register the slides.**

■**Specifying Slides Individually**

Specify the background and text for one slide at a time.

1 In [Basic Settings], click [Edit].

➡ The [Edit Basic Settings] screen appears.

2 In [Slide Specification], select [By Image (Specify Individually)].

3 Click [OK].

➡ The [Standby Slide from Server] screen reappears.

4 On the [Standby Slide from Server] screen, click [Register New Slide].

➡ The [Register New Slide] screen appears.

5 Set the background of the slide.
    You can specify an image or a color.

Setting an image as the slide background
Select [Specify Image File Path] or [Specify Image URL], and enter the file path or URL.

Specifying a color as the slide background

Select [Specify Color], and specify the background color from the pulldown menu.

6 Set the text to display in the slide.
Select the [Display Text on Slide] checkbox, and configure the display text, font, and scroll settings.
If you do not want to display text, this step is not required. Proceed to Step 7.

7 Click [OK].

➠ The [Standby Slide from Server] screen reappears.

You can repeat Steps 4 to 7 to register multiple slides. You can register up to 20 slides.

■Specifying a Batch of Slides from a Folder

Specify the folder that contains the image files to be displayed as slides.

1 In [Basic Settings], click [Edit].

➠ The [Edit Basic Settings] screen appears.

2 In [Slide Specification], select [By Folder (Batch Specify)].

3 Click [OK].

➠ The [Standby Slide from Server] screen reappears.

4 In [Folder Settings], click [Edit].

➠ The [Edit Folder Settings] screen appears.

5 Enter the path to the folder that you want to register.

- Use "\" as a separator.

6 Enter the user name and password, as needed.

- If Restrict Access is enabled for the folder or server, enter the user name and password used for accessing the folder or server.
- To enter a password, select the [Set/Change Password] checkbox, and then enter the password.
- You can click [Check Connection] to check whether the machine can connect to the specified folder.

7 In [Sort Files in Folder by], specify the display order for the slides.

8 Click [OK].

➠ The [Standby Slide from Server] screen reappears.

4 Set the button name and slide display timing, as needed.

In [Basic Settings], click [Edit] and edit the settings.

■Changing the Button Name
Select the [Change Button Name] checkbox, and enter the button name.

■Setting the Slide Display Timing

- To display the slide automatically after no operations are performed on the control panel for a certain period of time, select the [Auto Start Slide] checkbox.
- If multiple slides are registered, specify the number of seconds to display each slide in [Display Time per Slide].

5 **Set the display order of the slides, as needed.**

By default, when you specify the slides one at a time, the slides are displayed in the order that they are registered. You can change the display order by following the procedure below.

1 In [Manage Slides], click [Edit Display Order].

2 Select the checkbox for the slide that you want to move, and click [Move Up] or [Move Down].

3 Click [OK].

➠ The [Standby Slide from Server] screen reappears.

6 **Log out from Remote UI.**

NOTE

- If the folder contains 21 or more files that can be displayed when the slide display starts, 20 files will be displayed in the order that is specified in [Sort Files in Folder by].
- Images are not displayed in the following cases:
  - If the specified folder contains no images that can be displayed
  - If the connection to the server fails

Switching the Display Language

94YC-00U

On the [Home] screen of the control panel, you can simply press [Language] to switch the display language of the machine.
Each time you press the button, the display language of the control panel is switched in the order that the display languages were registered.

By default, the button is displayed on the [Home] screen of the control panel. To use this function, register the display languages by following the procedure below.

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **On the [Application Management] screen, click [Language].**

⇛ The [Language] screen appears.

3 **Click [Edit].**

⇛ The [Edit Basic Settings] screen appears.

4 **Select the languages that you want to display.**

You can register up to five languages.
The display language will be switched in order, from Language 1 to Language 5.

5 **Click [OK].**

6 **Log out from Remote UI.**

Print Settings

94YC-00W

You can select the paper to use, set 2-sided printing, and configure other settings.
* Some items may not be displayed depending on the model and application.

[Paper Size]
Set the paper size to be used.

> **When Selecting [Custom] and Directly Entering the Size**
> You can freely define the length of each side within the range supported by the machine.

1   In [Custom], select [Specify in Millimeters] or [Specify in Inches].

2   Enter values for [Set Length for X] and [Set Length for Y].

> **When Selecting [Custom] and Using Custom Size Paper Registered in the Machine**

1   In [Custom], select [Use Custom Size Registered in Device].

2   In [Registered Name], select from [S1] to [S3].

- You may not be able to enter the size depending on your model. In this case, you first need to register the [S1] custom paper setting on the control panel.

- To select [Use Custom Size Registered in Device], you first need to register the [S1] to [S3] custom paper settings on the control panel.

- For details on custom paper, see the "User's Guide" for your model at the online manual site.
  https://oip.manual.canon/

[2-Sided Printing]
Select whether to use 2-sided printing.

[Binding Location]
When the printed document will be bound using a method such as staples, specify whether to bind the paper on the long edge or the short edge.

[Color Mode]
Select the color mode (Black & White or Color) for printing.

[Number of Copies]
Set the number of copies to print.

Scan Settings

94YC-00X

You can set the size of the original, adjust the image quality, and configure other settings.
* Some items may not be displayed depending on the model and application.

[Scan Size]
Select the size of the placed original.

[Color Mode]
Select the color mode (Black & White or Color) for scanning.

[File Format]
Select the scanned data format from PDF, JPEG, or TIFF according to your purpose and environment.

Reducing the Data Size

- **When using PDF format**

  Select [PDF (Compact)] or [PDF (Compact/OCR)].
  The data size is reduced, but the image quality and the number of sheets that can be scanned at a time may also be reduced depending on the original type.

- **When using JPEG format**

  Select [JPEG], and set [Data Size] to [Small: Memory Priority].

Enabling Recognition of Text in an Original
Select [PDF (OCR)] or [PDF (Compact/OCR)].
By default, [Original Orientation] is detected automatically according to the orientation of text that is recognized when the PDF is created. For details on OCR (Text Searchable) settings, see the "User's Guide" for your model at the online manual site.
https://oip.manual.canon/

Combining Multiple Originals into One File
Select PDF or TIFF format.

Dividing the Original into Separate Files

- **When using PDF format or TIFF format**

  Select PDF format or TIFF format, and select the [Divide into Pages] checkbox.

- **When using JPEG format**

  Select JPEG format.

[Density]
Adjust the density to suit the original.
Select [1] to [4] to increase the density, or [-1] to [-4] to decrease the density.

[Original Orientation]
Select [Portrait] or [Landscape] to suit the placed original.
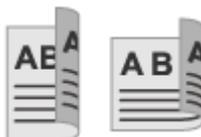
[Original Type]
Select the original type.
Scanning is performed using the image quality to suit the content of the original.

[2-Sided Original]
When you scan a 2-sided original, select [Book Type] or [Calendar Type]. Select this according to the top and bottom orientation of the front and back sides of the placed original.

[Book Type]	**[Calendar Type]**
Top and bottom have same orientation	Top and bottom have opposite orientation

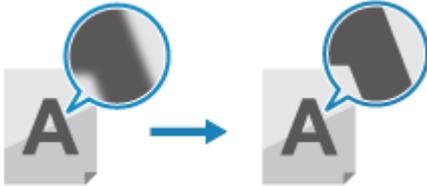To cancel scanning of a 2-sided original, select [Off].

[Sharpness]
Adjust the sharpness.
You can emphasize the contours and lines to make them clearer, or weaken them to make them softer.
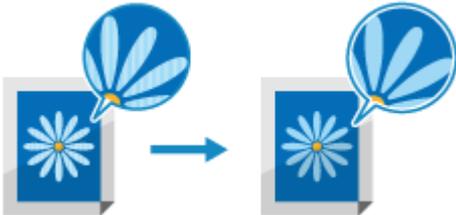
Adjustment example:

- **To make blurry text or shapes clearer**

  Select a value from [1] to [3].

- **To reduce moiré (vertical pattern noise) in photos**

  Select a value from [-1] to [-3].

[Data Size]
Select the data size when using JPEG format for the scanned data. The compression ratio varies according to the selected data size.

[Small: Memory Priority]
Increases the compression ratio but decreases the image quality.

[Large: Image Quality Priority]
Decreases the compression ratio but increases the data size.

Copy Settings

94YC-00Y

You can perform 2-sided copying, adjust the image quality, and configure other settings to suit your original and purpose.
* Some items may not be displayed depending on the model and application.

[Number of Copies]
Specify the number of copies.

[Color Mode]
Select the color mode (Black & White or Color) for copying.

[Density]
You can adjust the density to suit the original when copying.
Select [1] to [4] to increase the density, or [-1] to [-4] to decrease the density.

[Adjust Background Density]
You can adjust the background density to create clean copies of an original with a colored background, or a newspaper. You can adjust the overall density or adjust the density by color.
Select [1] to [2] to increase the density, or [-1] to [-6] to decrease the density.

[Original Type]
Select the image quality for the original type when copying.

When Copying Originals with Both Text and Photos or Maps with Detailed Lines
Select [Text/Photo/Map].

Giving priority to speed over image quality for color copying

Select [Text/Photo/Map (Speed)].

* Priority is not given to speed for black and white copying. Copying is performed with the same image quality and speed as [Text/Photo/Map].

Giving priority to image quality over speed

Select [Text/Photo/Map (Quality)], and adjust to make text or photos more visible.

Copying Photos Containing Halftone Dots such as in Magazines
Select [Printed Image].

Copying Originals with Large Volumes of Text such as Research Papers
Select [Text].

[2-Sided]
You can copy two 1-sided originals on both sides of one sheet of paper.
You can also copy a 2-sided original on both sides of one sheet of paper, or on two separate sheets of paper.
* You may not be able to use 2-sided copying with some sizes and types of paper.

1 From the pulldown menu, select the desired combination of 1-sided and/or 2-sided for the original and type of copying.

[Off]

Copies 1-sided originals to separate sheets of paper.

[1-Sided->2-Sided]

Copies two 1-sided originals on both sides of one sheet of paper.

[2-Sided->2-Sided]

Copies the front and back of 2-sided originals on both sides of one sheet of paper.

[2-Sided->1-Sided]

Copies the front and back of 2-sided originals on two separate sheets of paper.

2 Set the original orientation and opening type, and the copy opening type, as needed.

[Copy Ratio]
Set the ratio for enlarging or reducing copies.
Select a fixed copy ratio from the pulldown menu, or enter a custom ratio using the numeric keys.
You can specify a value from 25% to 400% in 1% increments.

[Paper Source]
Select the paper source with the loaded paper to use for copying.

[N on 1]
Reduces the size of a multiple-page original and arranges the pages on one sheet of paper when copying.
Select the number of pages to be combined from the pulldown menu, and select the page order in [Select Layout].
* You cannot use this function and Erase Frame at the same time.

[Collate]
Collates the copies in the page order of the original, when making multiple copies of a multi-page original.

[Erase Frame]
Erases the dark borders and shadows that appear around the edges in the copied image, when copying an original that is smaller than the paper size or a thick original. Follow the procedure below to configure the settings.
* You cannot use this function and N on 1 at the same time.

1 From the pulldown menu, select [On].

2 Enter the frame width to erase.
When you are copying at an enlarged or reduced size, the function automatically changes the size of the frame width to erase, according to the copy ratio setting.

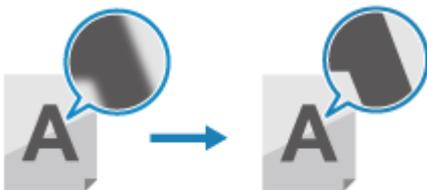**3** Select the scan size.

[Sharpness]
Adjust the sharpness.
You can emphasize the contours and lines to make them clearer, or weaken them to make them softer.
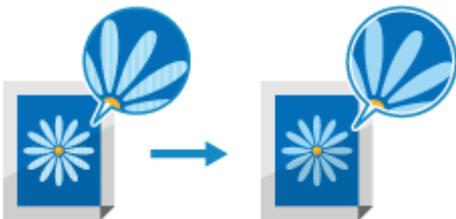
Adjustment example:

- **To make blurry text or shapes clearer**

  Select a value from [1] to [3].

- **To reduce moiré (vertical pattern noise) in photos**

  Select a value from [-1] to [-3].

[Color Balance]
You can adjust the levels of yellow, magenta, cyan, and black to copy with colors that are more faithful to the original or clearer than the original.
From the pulldown menu for each color, select a numerical value to adjust the color level.
You can use [Fine Adjust] to adjust the levels of the three density areas for each color.

Fax Original Scan Settings

94YC-010

When sending a fax, you can adjust the image quality and set 2-sided scanning.
* Some items may not be displayed depending on the model and application.

[Scan Size]
Select the size of the placed original.

[Resolution]
Select the resolution for scanning originals.
The higher the resolution, the sharper the image, but the longer it takes to send the data.

[Density]
Adjust the density to suit the original.
Select [1] to [4] to increase the density, or [-1] to [-4] to decrease the density.

[2-Sided Original]
When you scan a 2-sided original, select [Book Type] or [Calendar Type]. Select this according to the top and bottom orientation of the front and back sides of the placed original.

[Book Type]	**[Calendar Type]**
Top and bottom have same orientation	Top and bottom have opposite orientation

To cancel scanning of a 2-sided original, select [Off].

[Sharpness]
Adjust the sharpness.
You can emphasize the contours and lines to make them clearer, or weaken them to make them softer.
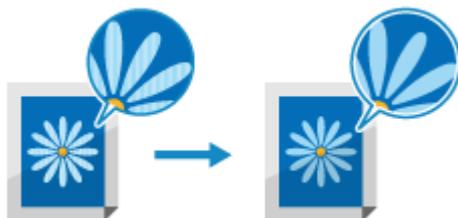
Adjustment example:

- **To make blurry text or shapes clearer**

  Select a value from [1] to [3].

- **To reduce moiré (vertical pattern noise) in photos**

  Select a value from [-1] to [-3].

Editing and Duplicating Buttons

Editing and Duplicating Buttons

94YC-011

You can edit buttons that have been added, or duplicate and add them as separate buttons. You can also change the settings of duplicated buttons.
* You cannot edit or duplicate the [Standby Slide], [Standby Slide from Server], [Language], [Consumables Information], or [Application Library Guide] buttons.

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **Click the name of the application with the button that you want to edit or duplicate.**

➠ The application setting screen appears.

3 **Click the name of the button that you want to edit or duplicate.**
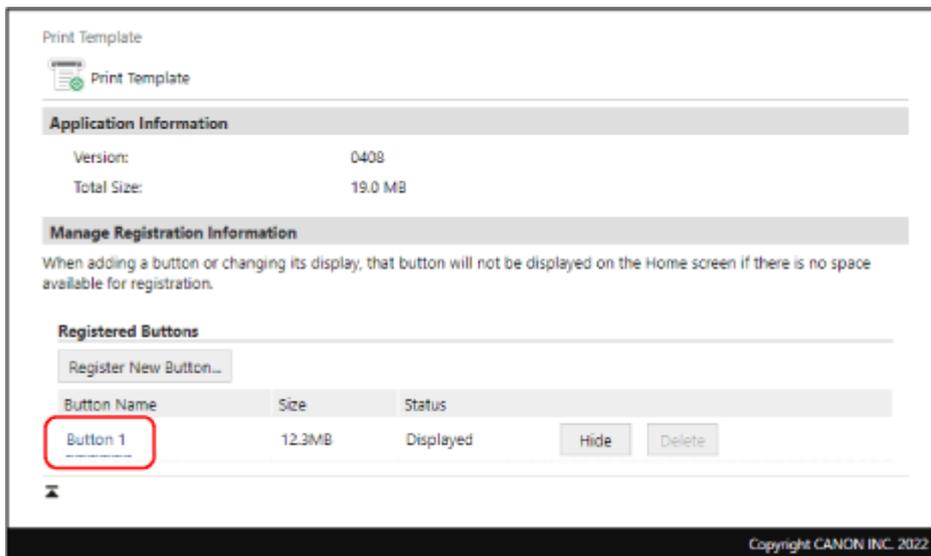
➠ The [Button Details] screen appears.

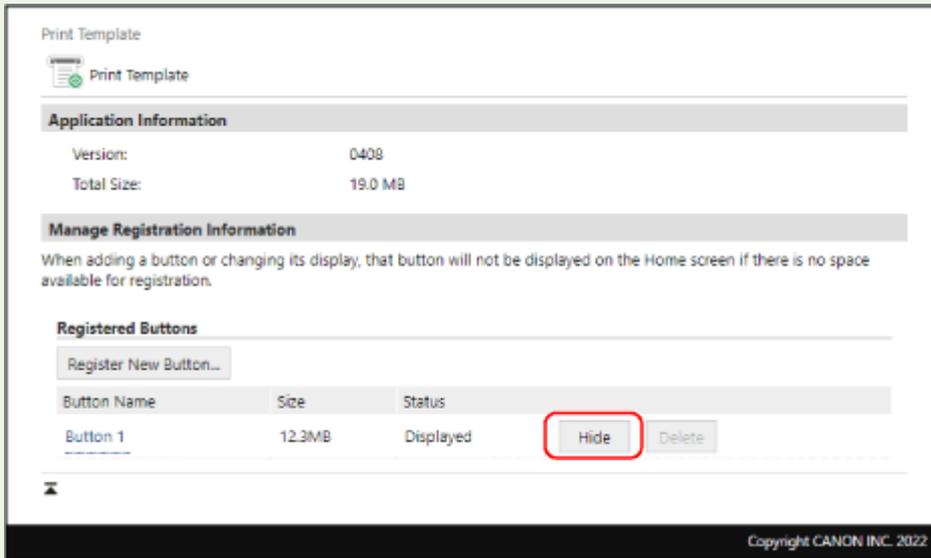**4** **Click [Edit] or [Duplicate].**

5 **Edit or duplicate the button.**

Edit the settings on the [Edit Button] or [Register Button] screen, and click [OK].
The items that can be edited vary depending on the application. ▶Application List(P. 4)

NOTE

- On the application setting screen, click [Displayed] or [Hide] to display or hide the button on the [Home] screen.

Print Template

Print Template

Application Information

Version: 0408

Total Size: 19.0 MB

Manage Registration Information

When adding a button or changing its display, that button will not be displayed on the Home screen if there is no space available for registration.

Registered Buttons

Register New Button...

Button Name	Size	Status		
Button 1	12.3MB	Displayed	Hide	Delete

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- On the [Rearrange and Configure Display Settings for Home Screen Buttons] screen, you can change the display position of the buttons on the [Home] screen. You can rearrange the buttons and move buttons to other tabs. **Configuring the [Home] Screen Display(P. 54)**

Deleting Buttons

Deleting Buttons

94YC-012

You can delete unused buttons. To delete a button, you first need to hide the button on the [Home] screen.
* You cannot delete the [Standby Slide], [Standby Slide from Server], [Language], [Consumables Information], or [Application Library Guide] buttons.

1 **In Remote UI, access the management screen. ▶Accessing the Management Screen(P. 7)**

2 **Click the name of the application with the button that you want to delete.**

➠ The application setting screen appears.

3 **Click [Hide] for the button that you want to delete.**

If [Status] is set to [Hidden], this step is not required. Proceed to Step 4.

4 **Click [Delete] for the button that you want to delete.**

➠ The button is deleted.

Configuring the [Home] Screen Display

Configuring the [Home] Screen Display

You can use Remote UI to rearrange the buttons on the [Home] screen and move buttons to other tabs.

1 **Log in to Remote UI in System Manager Mode. ◗Starting Remote UI(P. 8)**

2 **On the Portal page of Remote UI, click [Settings/Registration].**

3 **Click [Display Settings].**

⇒ The [Display Settings] screen appears.

4 **In [Rearrange and Configure Display Settings for Home Screen Buttons], click [Edit in Button View] or [Edit in List View].**

- To change the display order by dragging the buttons, click [Edit in Button View].
- To change the display order by using the list of button names, click [Edit in List View].
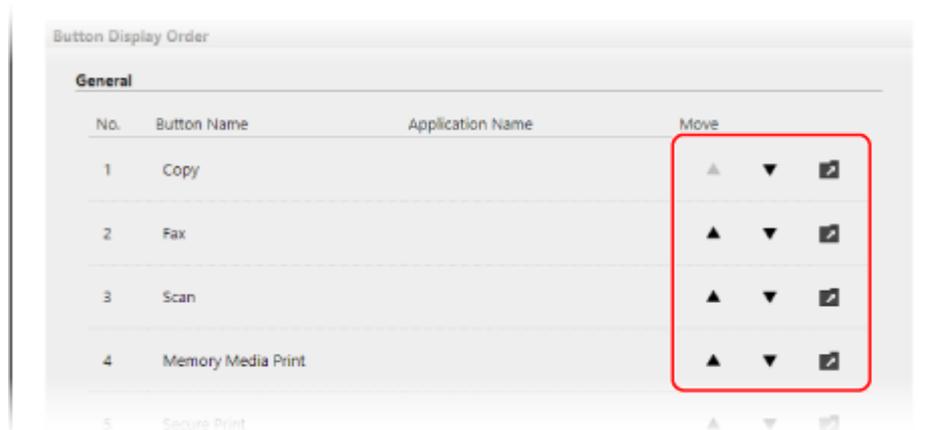
5 **Edit the button layout.**

■ **When Rearranging the Buttons by Dragging Them**
Drag the button you want to rearrange, and release it at the desired location.
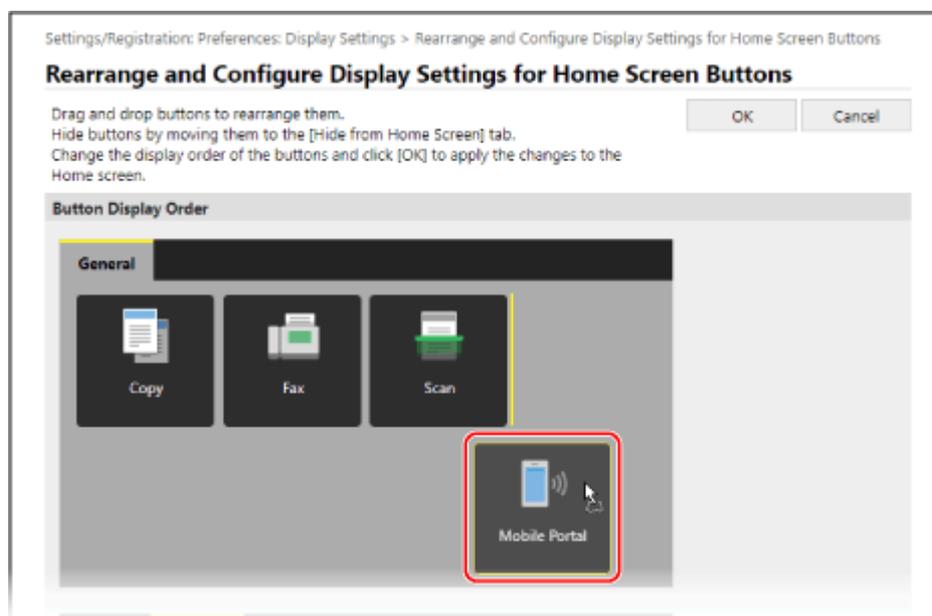
■ **When Rearranging the Buttons Using the List of Button Names**
Click [▲] or [▼] next to the name of the button that you want to rearrange, to move the button up or down. Click [✎] to move the button to another tab.

6 **Click [OK].**

➡ The settings are applied.

7 **Log out from Remote UI.**

Troubleshooting

Troubleshooting

94YC-014

If a problem occurs when running an application, a message or error code (three-digit number starting with "#") appears. For details on the messages and error codes, see the items below.

▶**A Message Appears(P. 58)**
▶**An Error Code Is Displayed(P. 60)**

> **NOTE**
>
> - For details on troubleshooting print, copy, scan, and fax problems, see the "User's Guide" for your model at the online manual site.
>   **https://oip.manual.canon/**

A Message Appears

94YC-015

If a message appears on the control panel, select the message from the list below, and check how to troubleshoot the problem.

◉**Could not start the application.(P. 58)**
◉**System tampering has been detected. The system will be initialized.(P. 58)**
◉**Print Template ended due to an unexpected error.(P. 58)**
◉**Could not start the application because the necessary information is not registered. Register the information from Remote UI.(P. 59)**
◉**Cannot perform the operation because some settings have been changed from Remote UI, etc. Check the settings.(P. 59)**
◉**Application tampering has been detected for xxxx. After disabling the application for which tampering was detected, turn the main power OFF and ON again. To use the application for which tampering was detected, install it again. ("xxxx" represents the application name.)(P. 59)**

> ## NOTE
>
> - For details on other messages for print, copy, scan, and fax problems, see the "User's Guide" for your model at the online manual site.
>   **https://oip.manual.canon/**

Could not start the application.

The button was pressed at the same time that the application was disabled.
If the button is displayed, press the button again to run the application.

System tampering has been detected. The system will be initialized.

The application execution system has been tampered with.

Follow the Instructions on the Screen to Initialize the Application Execution System.
Administrator privileges are required in order to initialize the application execution system. Contact the system administrator for the machine.

> ## ⓘ IMPORTANT
>
> - When the application execution system is initialized, all application settings are initialized.
>
> - If the application execution system cannot be initialized, contact your dealer or service representative.

Print Template ended due to an unexpected error.

Custom paper is not registered in the machine.

On the Control Panel, Register the [S1] to [S3] Custom Paper Settings.
For details on custom paper, see the "User's Guide" for your model at the online manual site.
https://oip.manual.canon/

Could not start the application because the necessary information is not registered. Register the information from Remote UI.

Information necessary for running the application is not registered.

Log in to Remote UI in System Manager Mode, and Register the Necessary Information.
The information to register varies depending on the application. ❍**Using Applications(P. 13)**

Cannot perform the operation because some settings have been changed from Remote UI, etc. Check the settings.

The machine settings prevent the application from running.

Log in to Remote UI in System Manager Mode, and Change the Settings.
The settings vary depending on the application. ❍**Using Applications(P. 13)**

Application tampering has been detected for xxxx. After disabling the application for which tampering was detected, turn the main power OFF and ON again. To use the application for which tampering was detected, install it again. ("xxxx" represents the application name.)

The installed application has been tampered with.

Reinstall the Application.
If the tampered application was not installed during the initial setting of the machine, the application is disabled.

> ## ❗ IMPORTANT
>
> - If the application cannot be reinstalled, contact your dealer or service representative.

An Error Code Is Displayed

94YC-016

If an error code (three-digit number starting with "#") appears when you are using an application, select the error code from the list below, and check how to troubleshoot the problem.

▶#804(P. 60)
▶#099(P. 60)

> ## NOTE
>
> - For details on other error codes for print, copy, scan, and fax problems, see the "User's Guide" for your model at the online manual site.
>   **https://oip.manual.canon/**

#804

Sending by Cloud Apps failed because scanning was not completed within the time limit.

Complete the Operations from Scan Start to Send Start within 10 Minutes.
When sending an original with many pages, divide the original and send it.

#099

The job was canceled while the application was running. Alternatively, printing with Cloud Apps could not be performed because the file could not be obtained.

If You Cannot Print with Cloud Apps, Check the Network Status and Settings.

- If the machine is not connected to a network, reconfigure the network settings.

- If the problem persists with the machine connected to a wireless LAN, try connecting the machine to a wired LAN.

- For details on network settings and connecting to a wired LAN, see the "User's Guide" for your model at the online manual site.
  https://oip.manual.canon/

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