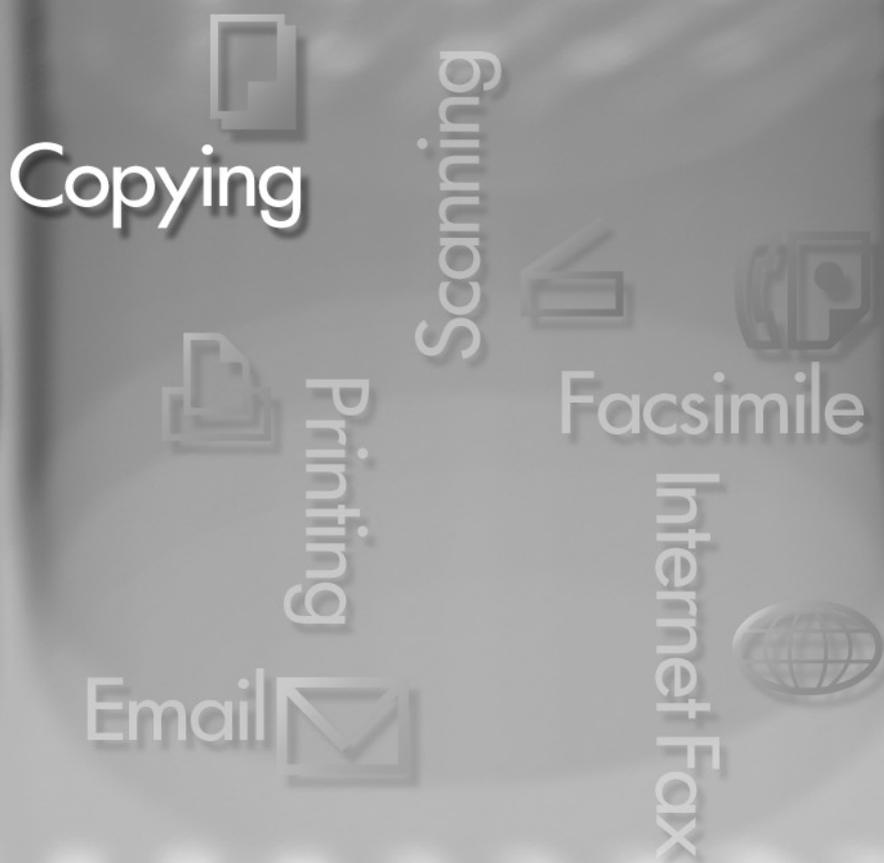


Panasonic®

Operating Instructions (For Copy & Function Parameters) Digital Imaging Systems

Model No. DP-8060 / 8045 / 8035



WORKIO™

Before operating this machine, please carefully read this manual, and keep this documentation in a safe place for future reference.

(Illustration shows optional accessories that may not be installed on your machine.)

English

Getting To Know
Your Machine

Making Copies

Function Parameters

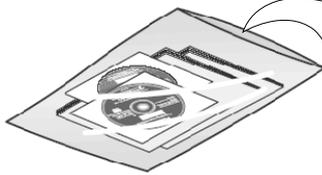
Others



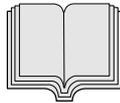
Getting To Know Your Machine

Operating Instructions

The following Operating Instruction manuals are included with this machine. Please refer to the appropriate manual and keep all manuals in a safe place for future reference. If you lose a manual, contact an authorized Panasonic dealer.

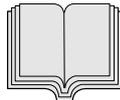


Accessories



Operating Instructions (For Setting Up)

This manual contains essential information for setting up the machine.



Operating Instructions (For Basic Operations)

This manual contains essential information for proper operation of the machine. It describes basic Copy, Print, Network Scan, Facsimile/Internet Fax/Email, and other functions. For a more detailed explanation of each function, please refer to the Operating Instruction manuals included on two CD-ROM as illustrated below.



Operating Instructions CD

Contains manuals with detailed information for Copy & Function Parameters, Facsimile/Internet Fax/Email Functions, and User Authentication.



Document Management System CD

Contains the Application Software, and manuals with detailed information for the Print function, and Application software.

Operating Instructions CD



Copy Function

Describes how to make a copy with creative features.

Function Parameters

Describes how to change the default settings of each function using the Control Panel of the machine.



Facsimile and Internet Fax/Email Function

(Facsimile function is available when optional Fax Communication Board (DA-FG600) is installed.)



Describes how to send/receive a Facsimile/Internet Fax/Email, or describes the course of action to take when a trouble message appears, etc.



User Authentication

Describes how to enable, and use the user authentication function.

Document Management System CD



Print Function

Describes how to print, change default printer settings, or describes the course of action to take when a problem message appears, etc.

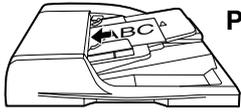
Application Software

Describes how to use the application software.

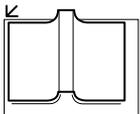
Ex: Quick Image Navigator, Network Scanner, Utilities (Network Status Monitor, Address Book Editor, Device Configuration Editor)

Symbols/Icons

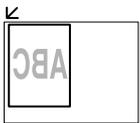
The following Symbols/Icons are used throughout this operating instructions manual.



Place original(s) on the ADF



Place original(s) on the Platen (Book)



Place original(s) on the Platen (Sheet)

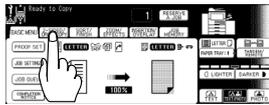


Press any Hard Key on the control panel, or touch any Button on the touch panel display

Press Hard Key



Touch any Button



Input numbers

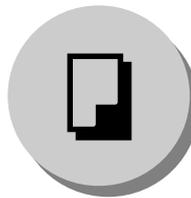
● Number of Copies, etc.



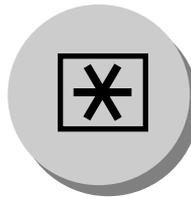
Input text with a QWERTY Keyboard



Getting to know your machine



When making copies



When setting the machine's function parameters



Others (Index)



Go to next step



Go to next step (below)

5



Getting To Know Your Machine

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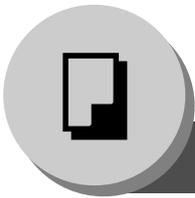
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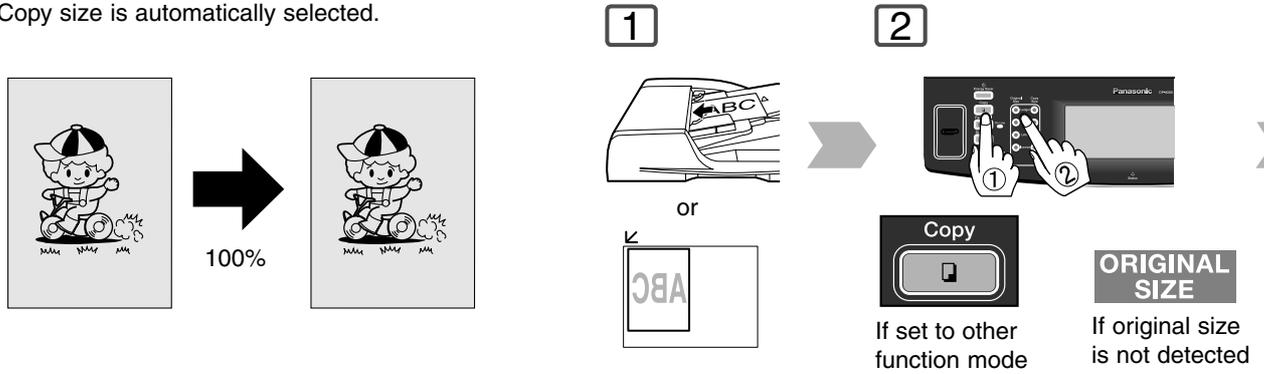


Making Copies

Basic Menu

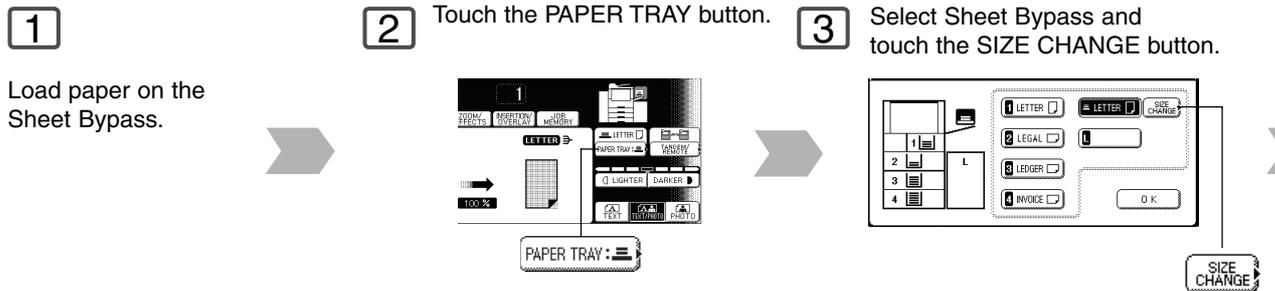
■ Copying the Same Size Originals (1:1)

Copy size is automatically selected.



■ Selecting the type of Original(s)

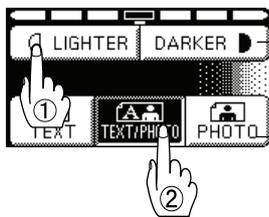
Ex: Copying on Heavy Paper (Post Cards, etc.) (35 lb max.)



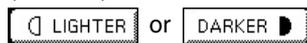
NOTE

- During the copy operation and after making copies, the fan motor may start spinning. This is a normal operation and is used to cool down the copier.

3



Adjust the Contrast
(7 levels)



Select type of Original(s)

- Mainly Text
- Text and Photo combined
- Mainly Photo

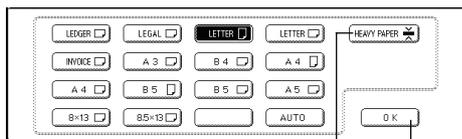
4



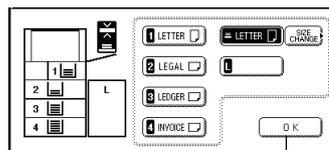
Number of Copies
(Max. 999)

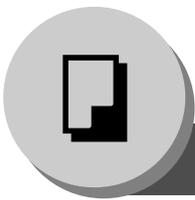
4

Select HEAVY PAPER.



5

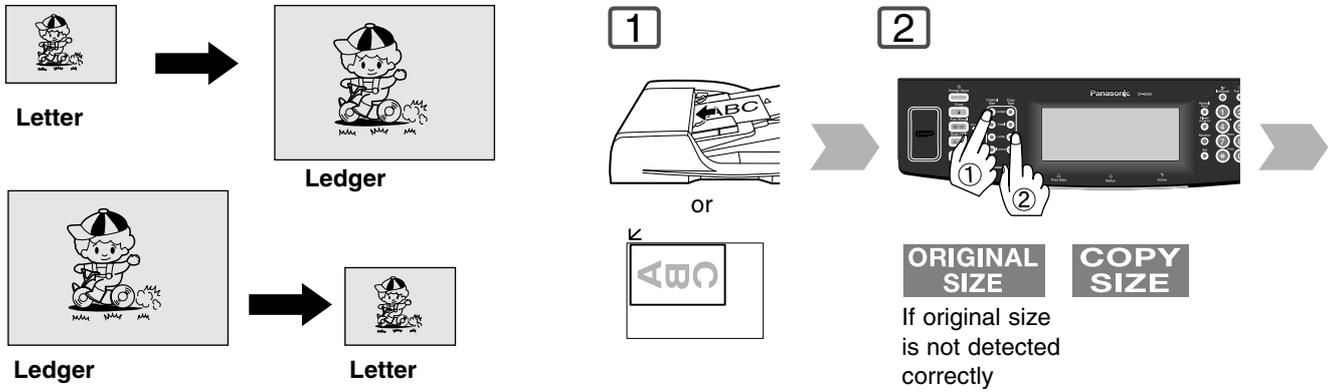




Making Copies

Basic Menu

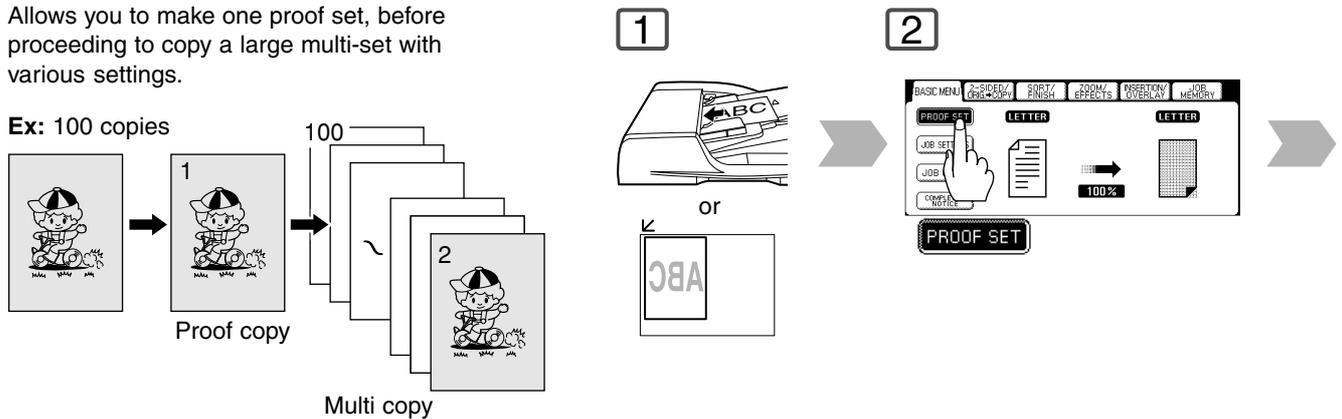
■ Copying with Preset Ratios (Reduction/Enlargement)



■ Proof Copying

Allows you to make one proof set, before proceeding to copy a large multi-set with various settings.

Ex: 100 copies



NOTE

- If the desired copy size is different from the paper size loaded in the Paper Tray, use Sheet Bypass.

3 The Correct ratio is automatically selected.

Reduction and enlargement ratios (%)

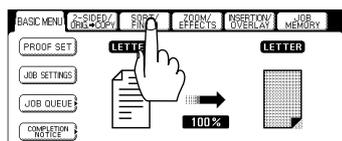
ORIGINAL SIZE	COPY SIZE			
	Ledger	Legal	Letter-R	Invoice-R
Ledger	100	77	65	50
Legal	121	100	79	61
Letter-R	129	100	100	65
Invoice-R	200	155	129	100

4



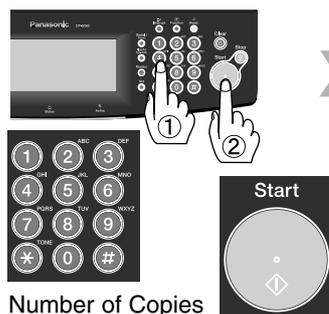
Number of Copies (Max. 999)

3



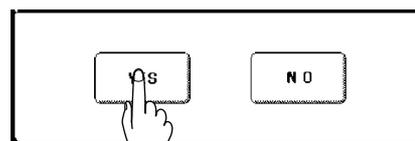
Select Copy Job settings

4



Number of Copies (Max. 999)

5



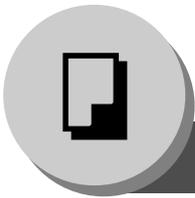
YES If the Proof Copy is OK, the remaining number of sets will be printed.

or

NO If the Proof Copy is NG, again, place the originals back on the ADF (or Platen), change to appropriate settings, and try again.

NOTE

● Press the PROOF SET button again if the Proof Copying mode was reset.

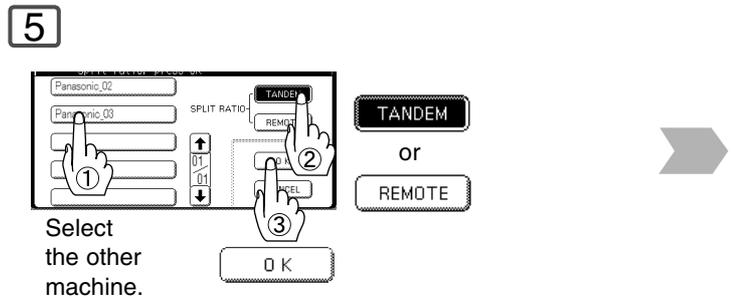
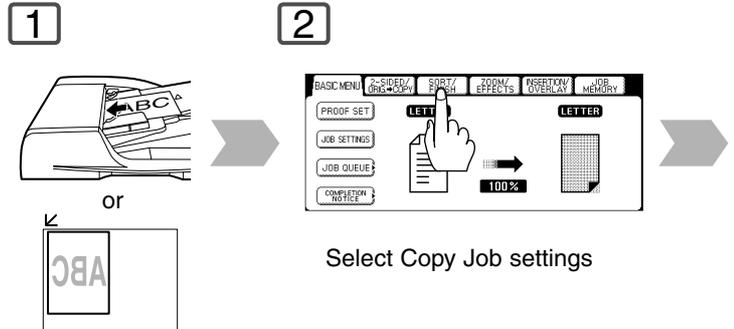
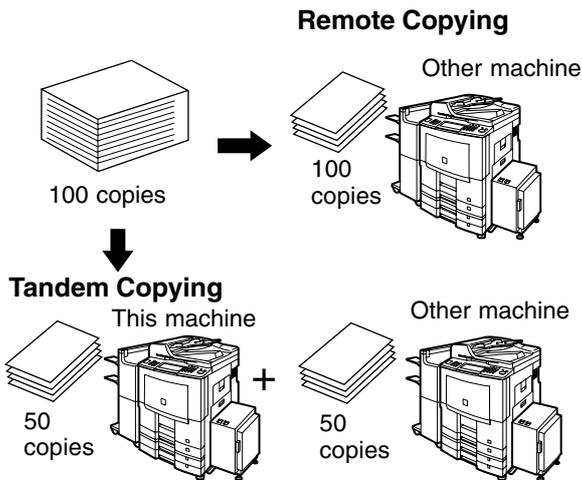


Making Copies

Basic Menu

■ Tandem/Remote Copying

When using the Tandem/Remote Copy function. Requires network setup (see pages 77-78). The selected Remote printing copier must be either DP-8060/8045/8035. For the copier to function as a Remote/Tandem Copier it has to be setup in advance.



NOTE

- If the desired copy size is different from the paper size loaded in the Paper Tray, use Sheet Bypass.

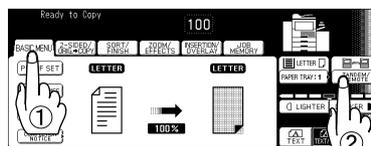
3



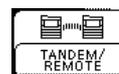
Number of Copies
(Max. 999)



4

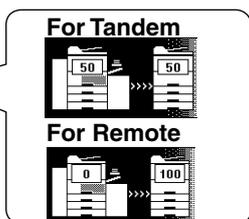
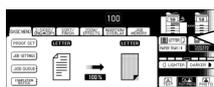


BASIC MENU



5

6



Select a Tandem or Remote Copy function

7

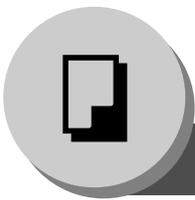


Tandem Copying:

Half of the copy job is printed out by the remote machine.

Remote Copying:

All of the copy job is printed out by the remote machine.



Making Copies

Basic Menu

Parameter Registration (Tandem User Parameter)

Requires network setup (see pages 77-78).
 The selected Remote printing copier must be either DP-8060/8045/8035.
 For the copier to function as a Remote/Tandem Copier it has to be setup in advance.

Parameter Registration needs to be carried out in the following procedure;

Step1: Register the other machine's name in the Tandem User Parameter.

Step2: Register the other machine's IP address in the Tandem Destination.

Input the Key Operator Password if required.

- The default value for the password is 8 digits (00000000).
 Ask the Key Operator if this has been changed.

1



4



Input Password
 (8 digits: alpha-numerical; alphabet (case-sensitive), numbers, symbols (@, ., _, and SPACE))



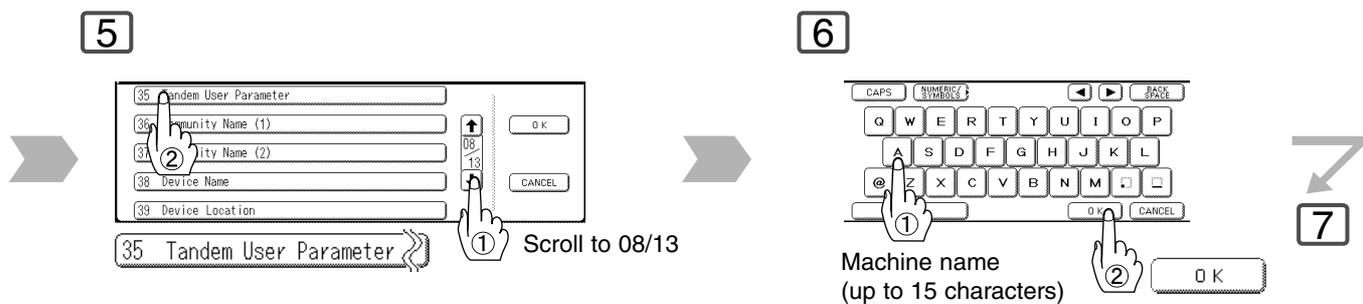
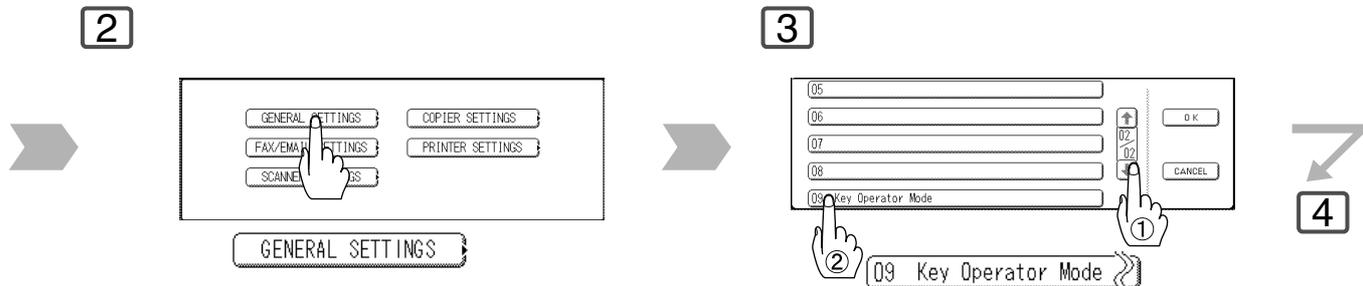
7



Enter the key name*
 (up to 15 characters).



* By default, the key name will be up to 15 characters of the station's name.



Button Names on the QWERTY Keyboard



To input upper case letter(s).



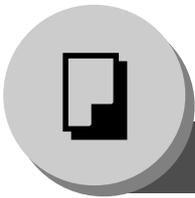
To move the cursor (_) to the left or right side.



To input numbers and/or symbols.



To erase the character before the cursor.



Making Copies

Basic Menu

■ Parameter Registration (Tandem Destination)

Requires network setup (see pages 77-78).
 The selected Remote printing copier must be either DP-8060/8045/8035.
 For the copier to function as a Remote/Tandem Copier it has to be setup in advance.

If installing the machine on a Network with a different subnet mask, you must first register it before being able to use the Tandem/Remote Copying function.

Prior to the following setting, network set work (see pages 77-78) and Parameter registration (see pages 12-15) are required.

1

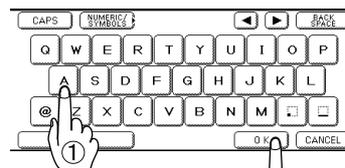


4



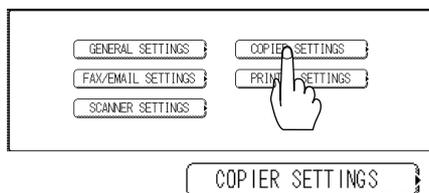
Input Password
 (8 digits: alpha-numerical;
 alphabet (case-sensitive),
 numbers, symbols
 (@, ., _, and SPACE))

7

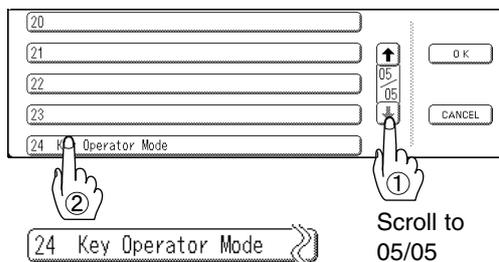


Machine name
 (up to 15 characters)

2

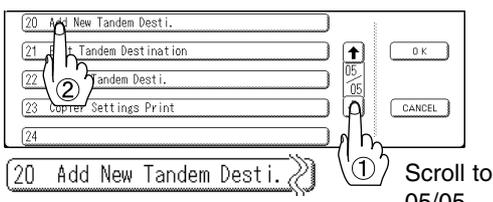


3



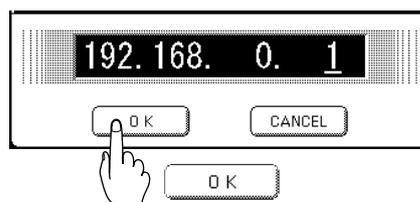
4

5



Scroll to 05/05

6

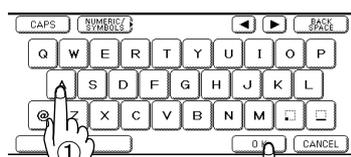


7



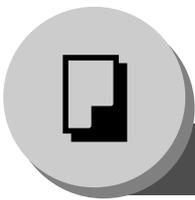
IP Address*
Ex: 192.168.0.1
 When entering a 1 or 2-digit number segment, add "00" or "0" in front of the number, to scroll to the next segment of numbers or press the "*" key to enter a period after the number.
 * When clearing the IP address, press the "*" key to move to the next segment of the IP address (***.***.***.***) and press the Clear key.

8



* By default, the key name will be up to 15 characters of the station's name.

Enter the key name* (up to 15 characters). OK



Making Copies

Basic Menu

■ Editing the Tandem/Remote Machine

To edit the registered machine's settings (IP Address, machine name or key name).

1

Open the Function Parameters screen by following the procedures 1 to 4 on pages 14 and 15.



4

Enter the new IP Address, same as for the Parameter Registration (Tandem Destination) procedure (see pages 14 and 15).



5

Enter the machine and key name, same as for the Parameter Registration (Tandem Destination) procedure (see pages 14 and 15).

■ Deleting the Tandem/Remote Machine

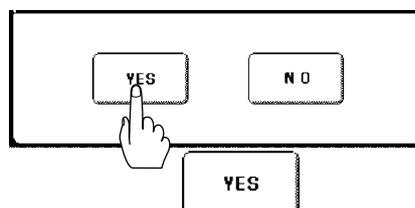
To delete the registered machine.

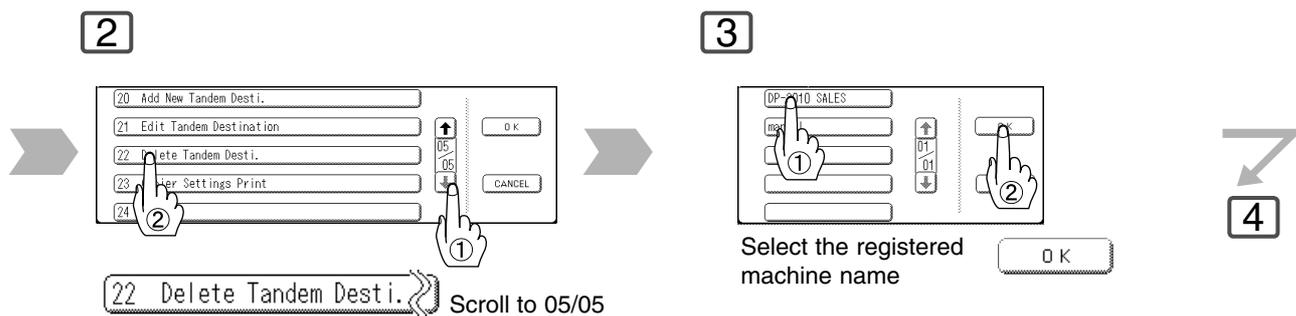
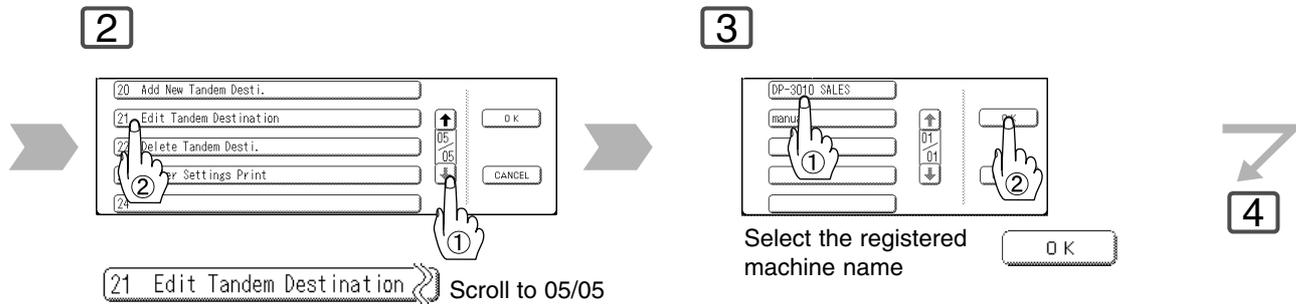
1

Open the Function Parameters screen by following the procedures 1 to 4 on pages 14 and 15.



4







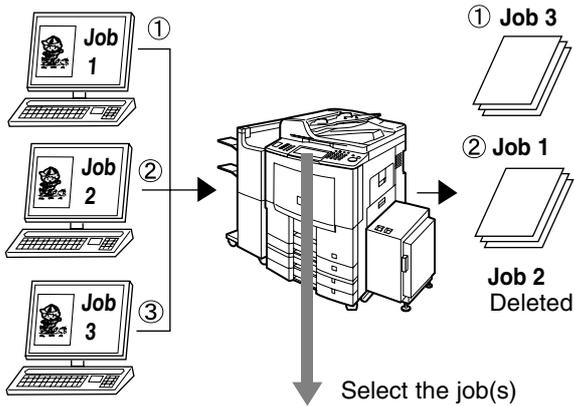
Making Copies

Basic Menu

Job Queue

Use when the desired print job is not executed immediately.

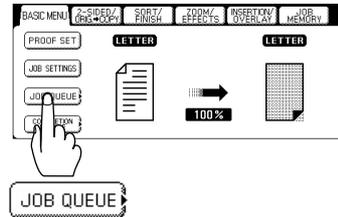
Refers to a list of jobs waiting to print, delete or change their priority (Change for print job only).



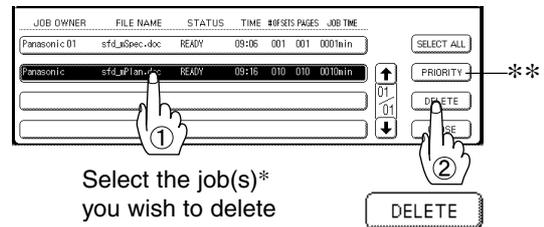
JOB OWNER	FILE NAME	STATUS	TIME	#OFSETS	PAGES	JOB TIME
COPY_JOB	COPY_JOB	PRINTING	09:00	002	017	0017min
COPY_JOB	COPY_JOB	READY	09:01	000	000	0001min
Panasonic 01	sfd_uSpec-d	READY	09:06	001	001	0001min
Panasonic	sfd_uPlan-	READY	09:16	010	010	0010min

Buttons: COPY_JOB QUEUE, PRINT_JOB QUEUE, CLOSE

1



4



Select the job(s)* you wish to delete

DELETE

- * You can select to delete multiple/all jobs.
- ** You can select the print job priority.

NOTE

- The PRINT JOB QUEUE requires the Key Operator's Password. However, the COPY JOB QUEUE does not require a password.

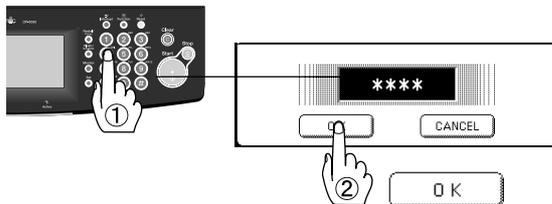
2

JOB OWNER	FILE NAME	STATUS	TIME	#OFSETS	PAGES	JOB TIME
COPY JOB	COPY JOB	PRINTING	09:00	002	017	0017min
COPY JOB	COPY JOB	READY	09:01	000	000	0001min
Panasonic 01	sfd_nSpec.doc	READY	09:06	001	001	0001min
Panasonic	sfd_nPlan.doc	READY	09:16	010	010	0010min

COPY JOB QUEUE or PRINT JOB QUEUE

3

For Print Job Queue Only



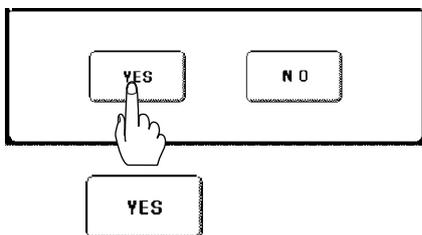
4

Input Operation Password (4-digit)
The default value for the password is 4 digits (0000).

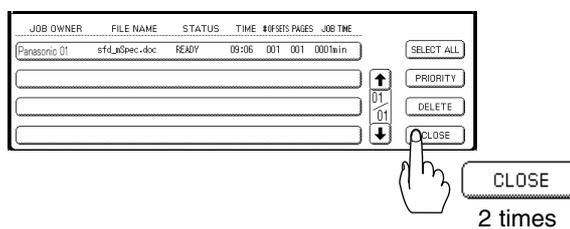
NOTE:

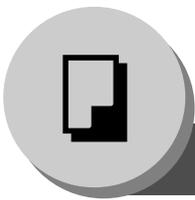
- Default Password is set to 0000, please consult the Panasonic authorized dealer to change it.
- The Print Job Queue password can be disabled by setting "11 Print Queue Delete" (Printer Settings for Key Operator) to "Free".

5



6



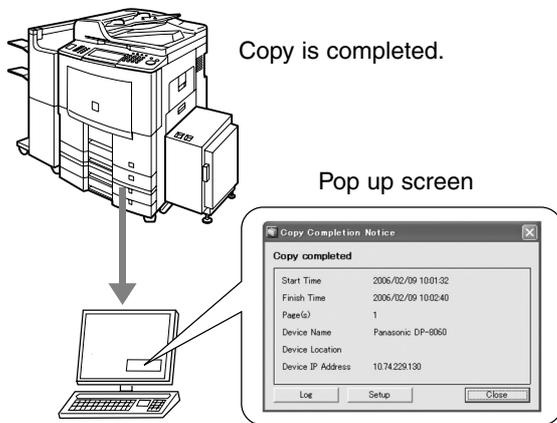


Making Copies

Basic Menu

■ Completion Notice

If Completion Notice is set, you will be notified on your computer when copying is completed. Before using this function, install the **Panasonic Document Management System (Communications Utility)** and the **Printer Driver (with Job Status Utility)** on your computer, and then configure each software referring to **Setting up the Scanner Configuration using the Communications Utility**, and **Setting up the Completion Notice in the Operating Instructions (For Setting Up)** of provided booklet.



1



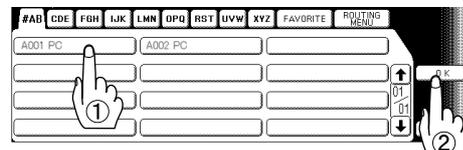
Communications Utility Icon

Job Status Utility Icon

Confirm that the **Communications Utility**, and the **Job Status Utility** icons are displayed on the task bar of your PC.

- If they are not, click **Start** button, and then select **[All Programs] -> [Panasonic] -> [Panasonic Document Management System] -> Communications Utility** to activate the Communications Utility icon, and/or select **[All Programs] -> [Panasonic] -> [Job Status Utility] -> [Job Status Utility]** to activate the Job Status Utility icon.

4



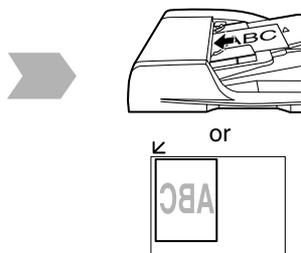
Select the desired PC Name

OK

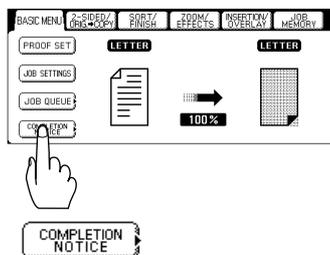
NOTE

- This Completion Notice is available only when connected to the network. To reset the Completion Notice, press the CANCEL button in step 4.

2



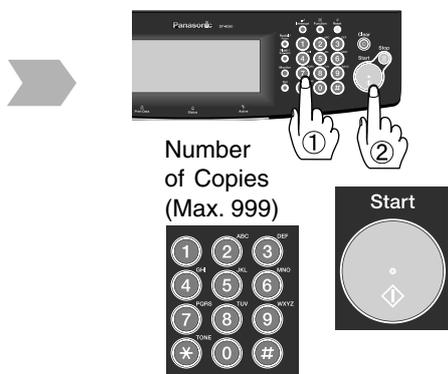
3



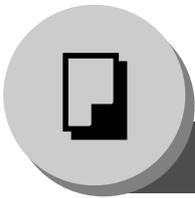
and
Setting desired copy mode.

4

5



Copy Job Completed Notice
will be displayed on your PC.

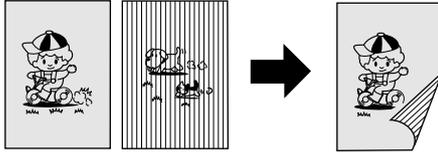


Making Copies

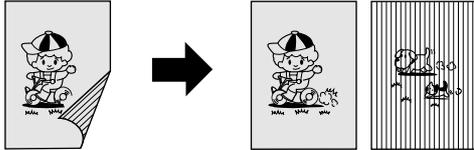
2-Sided/Original → Copy

■ 1-Sided → 2-Sided, 2-Sided → 1-Sided, 2-Sided → 2-Sided Copy

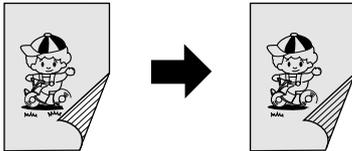
1 → 2 1-Sided → 2-Sided Copy



2 → 1 2-Sided → 1-Sided Copy



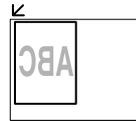
2 → 2 2-Sided → 2-Sided Copy



1



or



(1 → 2 Copy only)

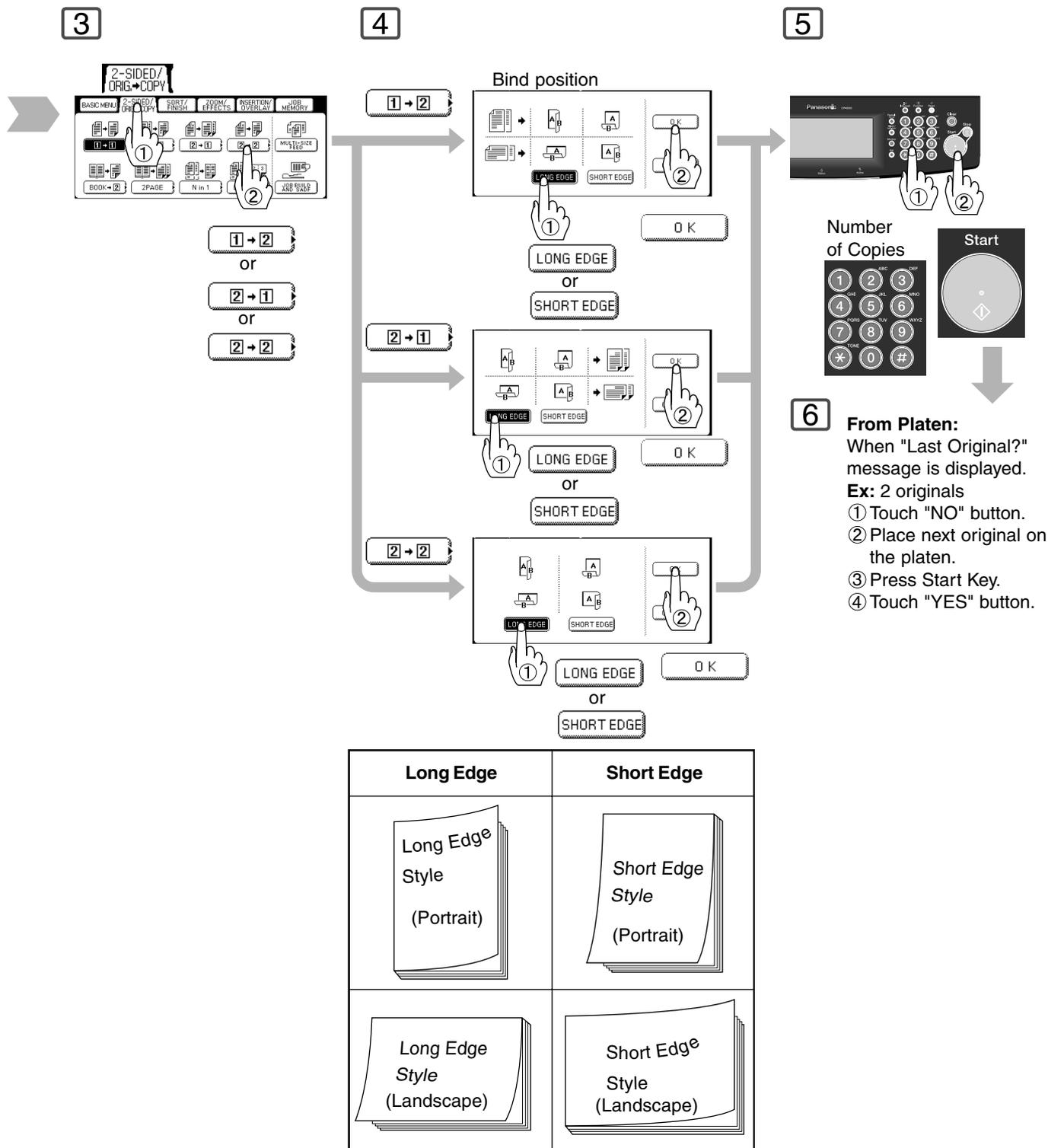
2



COPY SIZE Reduction/
Enlargement
only

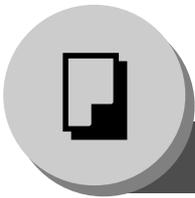
NOTE:

- The standard setting of the 2-Sided/Original -> Copy can be changed. Refer to "04 2-Sided Mode Default" of the **Copier Settings**. (See page 73)
- Special paper such as cardboard cannot be used for 2-Sided Copy.



NOTE

- When clearing the 2-Sided Copy mode:
Select **1 → 1** button or press the Reset key.



Making Copies

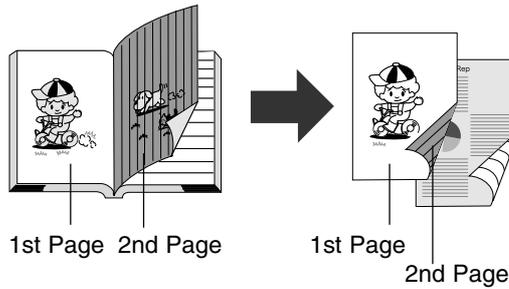
2-Sided/Original → Copy

■ Book → 2-Sided Copy



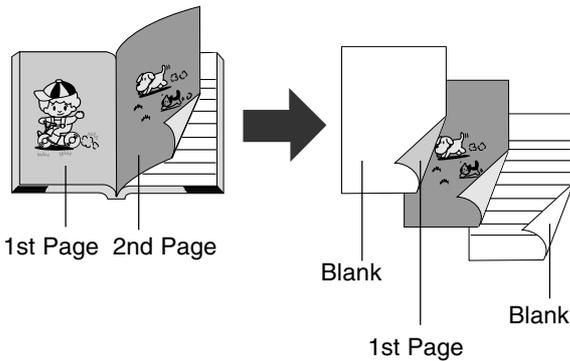
Book → 2-Sided Copy

1st Page Imaged



1st page is copied onto the front side and 2nd page is copied onto the back side of the same paper.

1st Page Blank

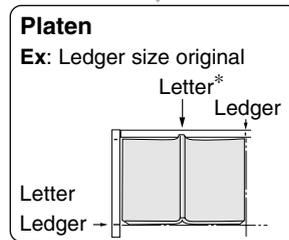
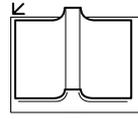


Blank page is copied onto the front side and 1st page is copied onto the back side of the same paper.
(2nd and 3rd pages are copied onto the next paper.)

NOTE:

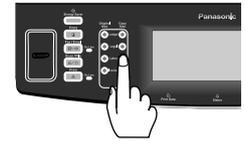
- The standard setting of the 2-Sided / Original -> Copy can be changed. Refer to "04 2-Sided Mode Default" of the **Copier Settings**. (See page 73)

1



* For a Ledger size, Center the book by length and width according to the Letter size marks.

2



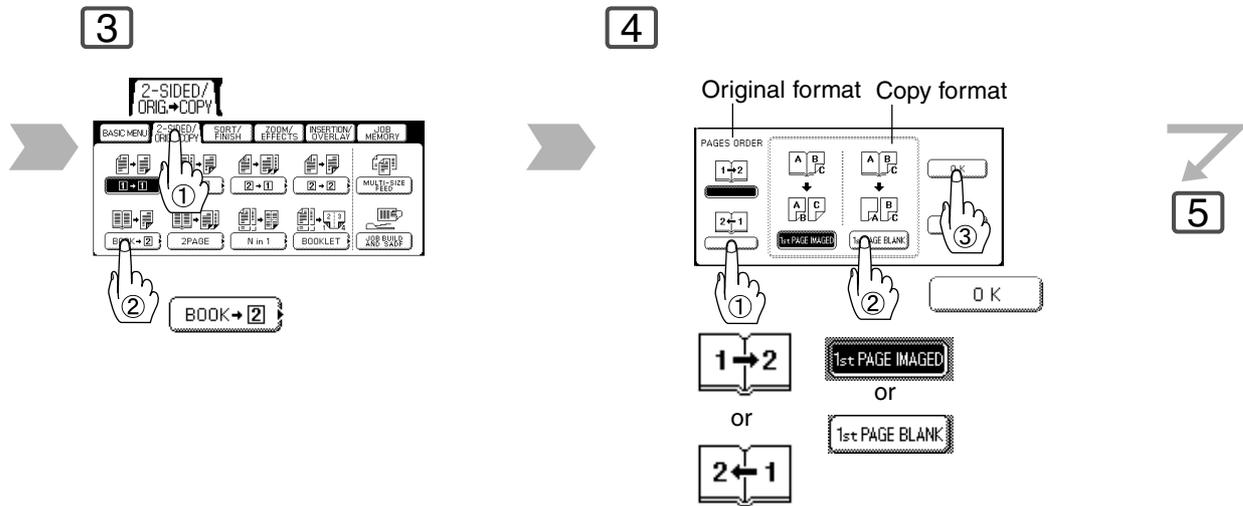
COPY SIZE Reduction/Enlargement only

5



Number of Copies



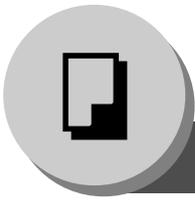


6

When "Last Original?" message is displayed.

Ex: 2 originals

- ① Touch "NO" button.
- ② Place next original on the platen.
- ③ Press Start Key.
- ④ Touch "YES" button.

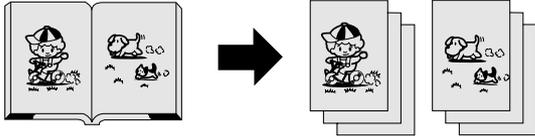


Making Copies

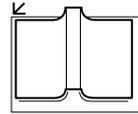
2-Sided/Original → Copy

■ 2 Page Copy

Two facing pages or a Ledger size original can be copied, and separated into 1-Sided sheets.

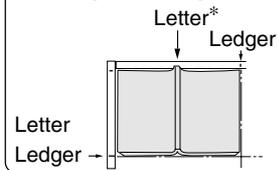


1



Platen

Ex: Ledger size original



* For a Ledger size, Center the book by length and width according to the Letter size marks.

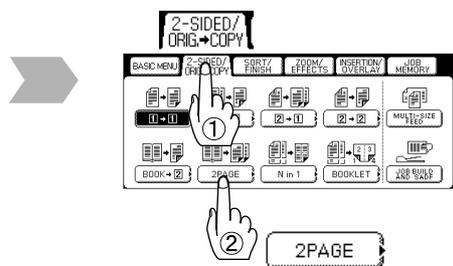
4



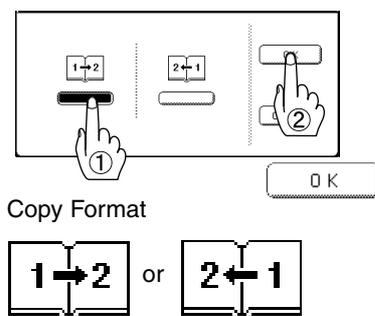
Number of Copies



2



3



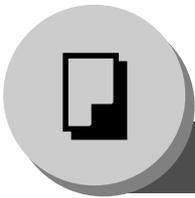
4

5

When "Last Original?" message is displayed.

Ex: 2 originals

- ① Touch "NO" button.
- ② Place next original on the platen.
- ③ Press Start Key.
- ④ Touch "YES" button.



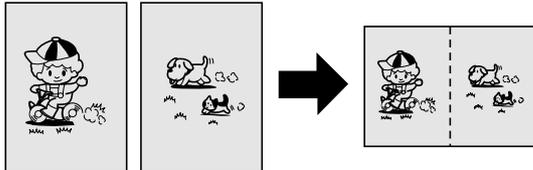
Making Copies

2-Sided/Original → Copy

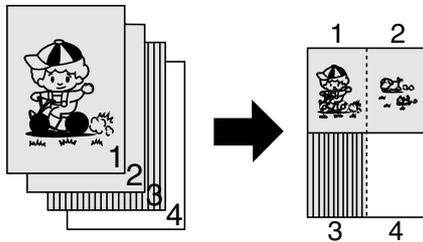
■ N in 1 Copy

From two/four/six 1-Sided originals, side by side, to 1-Sided pages.

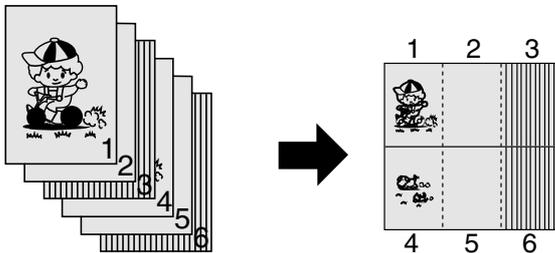
● 2 in 1 Copy



● 4 in 1 Copy

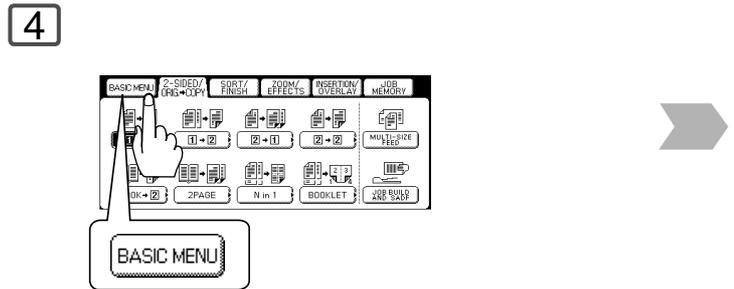
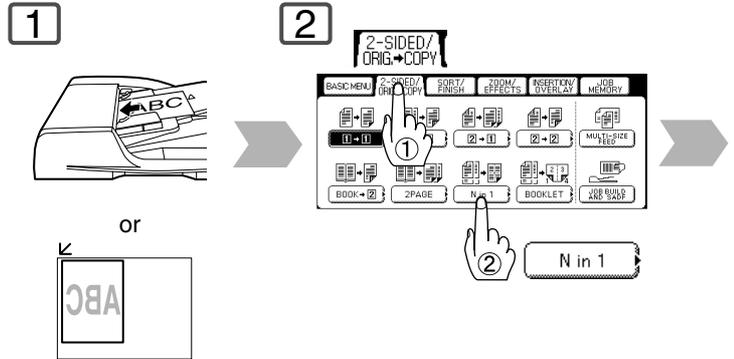


● 6 in 1 Copy

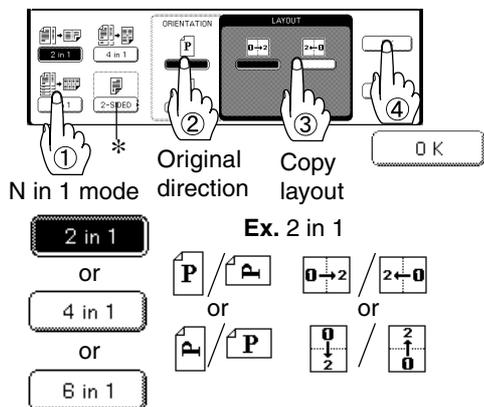


● 2-Sided Copy

From four/eight/twelve 1-Sided originals, side by side, to 2-Sided copies.

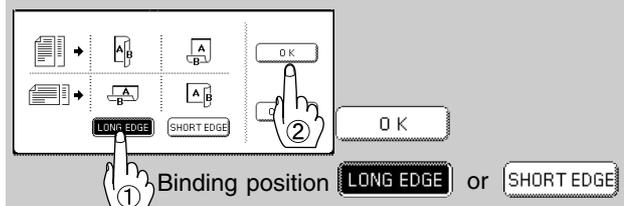


3



- Copy is automatically reduced.
2 in 1: 65 %, 4 in 1: 50 %, 6 in 1: 38 %
(Ex. Letter to Letter-R- size)

* When the 2-SIDED button is touched.



4

5



COPY SIZE Reduction/
Enlargement
only

When 2 in 1 copying with different original size, select desired copy size with COPY SIZE Key (not PAPER TRAY button on the LCD Touch Panel).

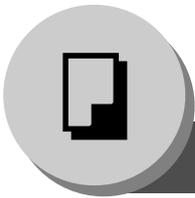
6



From Platen:
Same procedure as for 2 Page Copy

When "Last Original?" message is displayed.

- Ex:** 2 originals
- ① Touch "NO" button.
- ② Place next original on the platen.
- ③ Press Start Key.
- ④ Touch "YES" button.

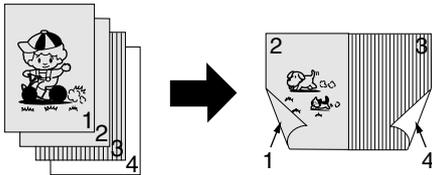


Making Copies

2-Sided/Original → Copy

■ Booklet Copy

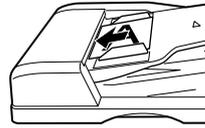
Formats the output in a manner so that documents can be folded and/or saddle stitched* like a book.



Letter or Invoice originals only

- * When optional 1/2-Bin Saddle-Stitch Finisher (DA-FS355A/FS605) is installed.
- * Reduction: Default copy size is fixed to 100 %.

1



DA-FS355A: Up to 40 originals
DA-FS605: Up to 60 originals

4

Binding position

COVER

COVER COPY

BLANK or COPY

PAPER TRAY

PAPER TRAY

OK

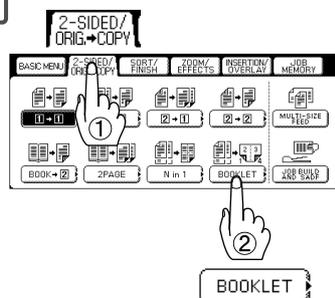
2



COPY SIZE

Reduction/
Enlargement only
(Letter-R or
Ledger size)

3



4

- Default copy size is reduced, copy size can be selected as 100 % or reduced.
- Refer to "11 Booklet Default Mag." of the **Copier Settings**. (See page 73)

5

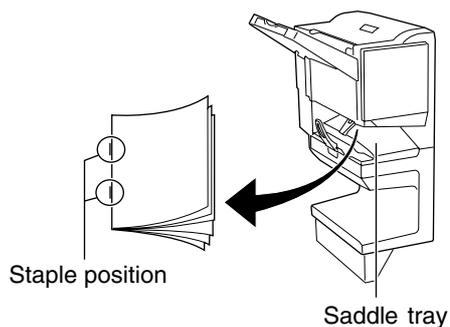


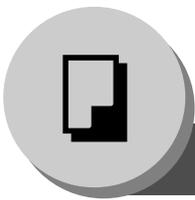
Number
of Copies



When the Fold Position is not matched with center position of the copies, set the binding margin. Refer to "15-17 Fold Position" of the **General Settings (For Key Operator)**. (See page 77)

The stapled copies are delivered to the saddle tray of the 1-bin saddle finisher as shown below.





Making Copies

2-Sided/Original → Copy

Multi-Size Feeding

Use this function when copying mixed size originals (Ledger or Letter and Legal) using the ADF, original size can be detected automatically then can be copied to the same size or one specified size.

Combination of Multi-Size Feeding (1 → 1)

Originals	Copies		
	Full Size	Reduction	Enlargement
Legal	Legal	Letter-R/Invoice	Ledger
Letter-R	Letter-R	Letter-R/Invoice	Ledger
Ledger	Ledger	Letter/Letter-R	—
Letter	Letter	Letter/Letter-R	—

Combination of Multi-Size Feeding (1 → 2)

Originals	Copies	
	Full Size	Reduction
Legal	Legal	Letter-R
Letter-R	Letter-R	Letter-R
Ledger	Ledger	Letter/Letter-R
Letter	Letter	Letter/Letter-R

The followings are examples of Original and Copy images when Multi-Size Feeding and 1 → 2 Copy mode are combined.

1



2

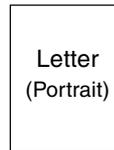


COPY SIZE

Reduction/
Enlargement
only

Original Images

Ex. Combination of Letter (Portrait layout) and Ledger (Landscape layout) originals



Copy size is not set.

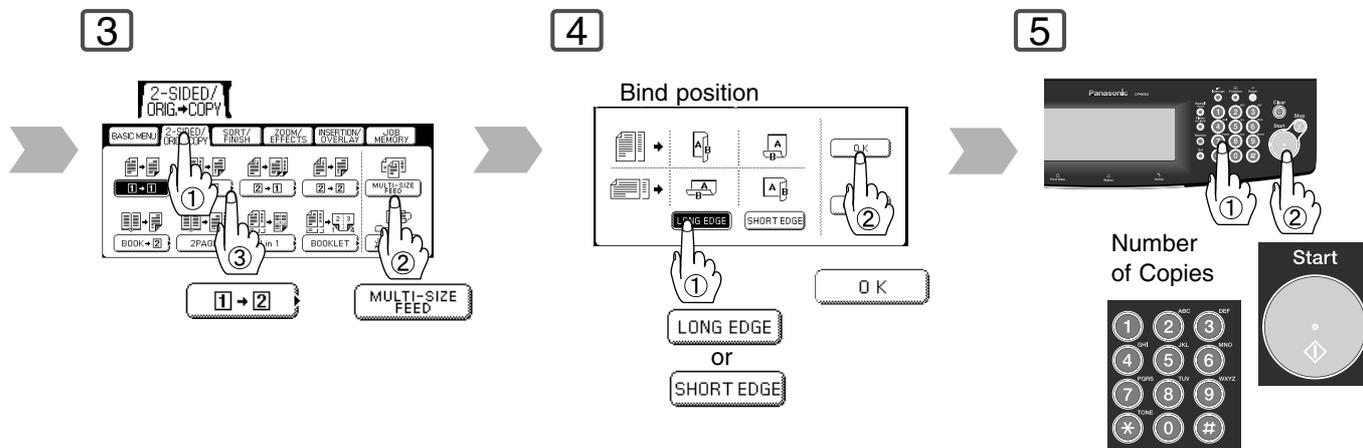
Copy size is set to Letter.

Ex. Combination of Letter (Portrait layout) and Legal (Portrait layout) originals



Copy size is not set.

Copy size is set to Letter.

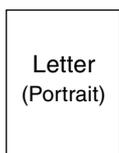
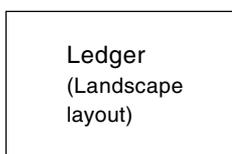
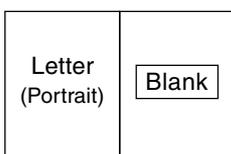


Copy Images (1 → 2 copy mode)

Ex. Bind Position is SHORT EDGE

Face

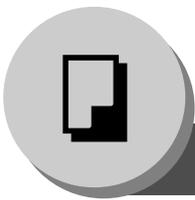
Back



*1 Ledger size will be reduced to Letter size.



*2 Legal size will be reduced to Letter size.



Making Copies

2-Sided/Original → Copy

Job Build and SADF Mode

Special originals (like thin paper, etc.) can be fed from the ADF Tray and copied continuously using the Job Build and SADF Mode.

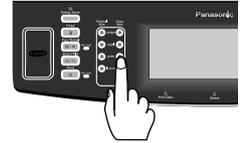
If the Job Build and SADF buttons are not shown on the Touch Panel display, the Job Build and SADF Modes must be enabled in the copier function settings. Please consult with the Key Operator. (See page 80)

1



Place one Original at a time or up to 85 sheets (20 lb)/Letter 70 sheets (Ledger/Legal/Invoice)

2



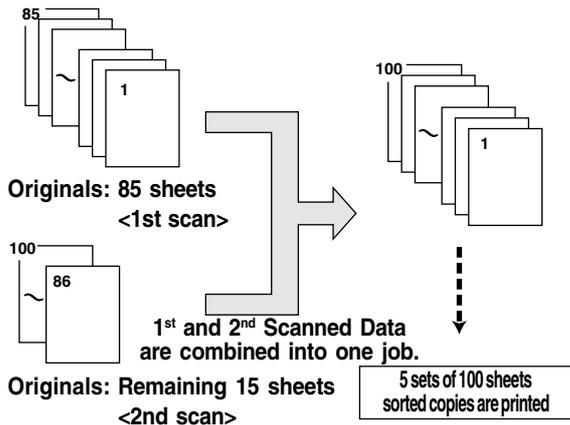
COPY SIZE Reduction/Enlargement only

5



Place the next original within 5 sec. of last ejected copy. If 5 sec. is passed, "Another Original? YES or NO" message will be displayed. Select "YES" button to continue copy job.

Example: To make 5 sets of sorted copies of 100 sheets of originals. (Letter size)

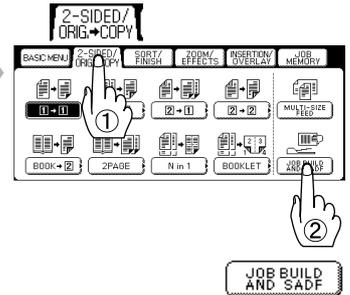


1

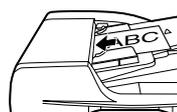


Place the first 85 sheets of originals on the ADF Tray.

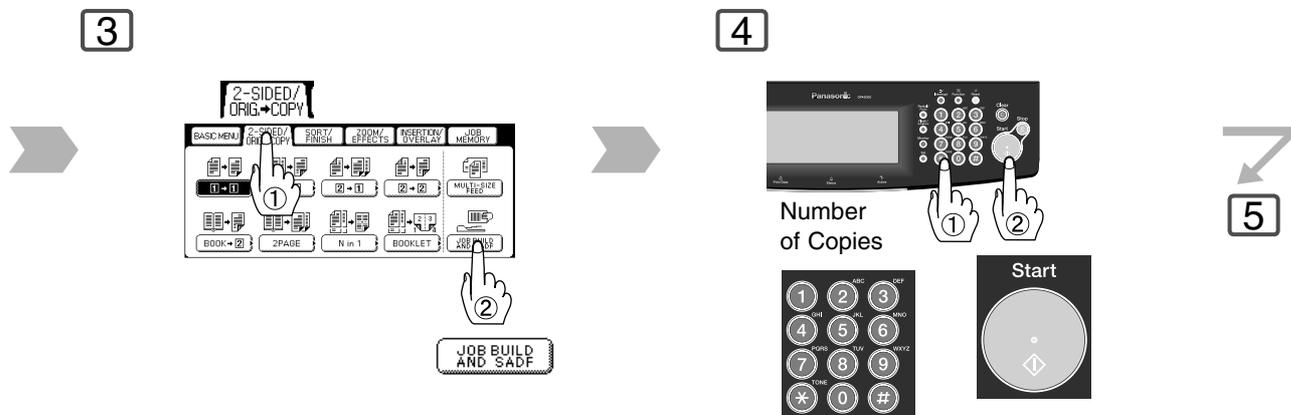
2



5

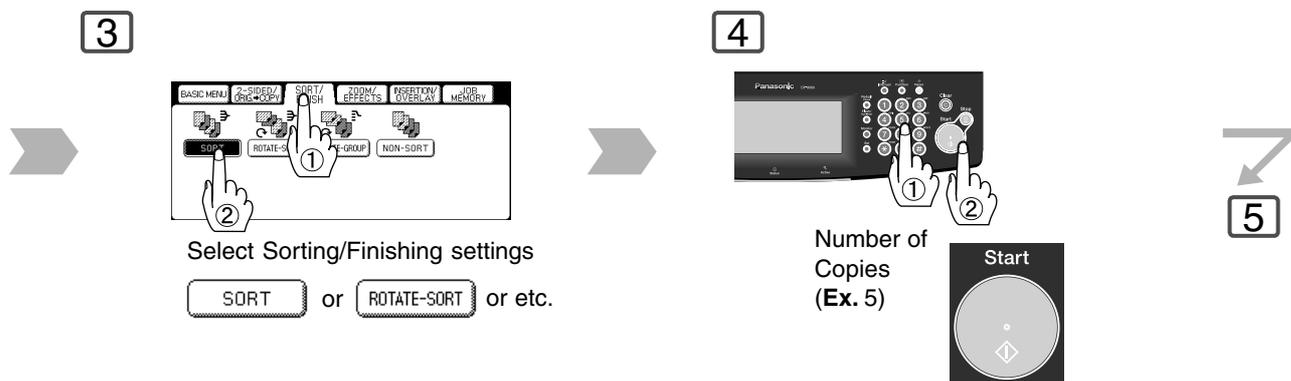


Place the next original within 5 sec. of last ejected copy. (15 sheets) If 5 sec. is passed, "Another Original? YES or NO" message will be displayed. Select "YES" button to continue copy job.



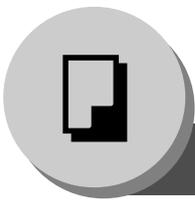
6

When all the pages are read by the ADF, "Another Original? YES or NO" message appears. Select the "NO" button.



6

When all the pages are read by the ADF, after approximate 5 seconds "Another Original? YES or NO" message appears. Select the "NO" button.



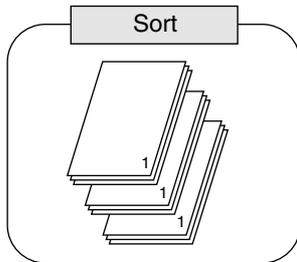
Making Copies

Sort/Finish

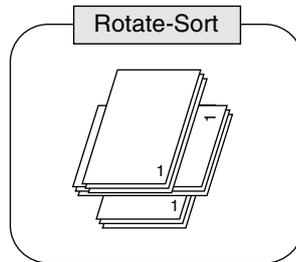
■ When using Sort Mode

Available for Functions without an optional Finisher

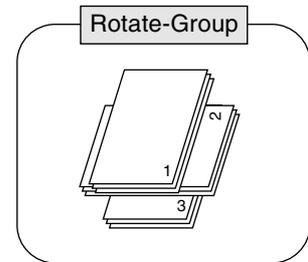
Non-Sort Copy is stored on the Tray.



Multiple copy sets are sorted automatically.

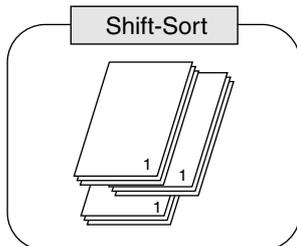


When loading both Letter and Letter-R sized paper, multiple copy sets are sorted automatically and stacked in alternate direction (rotation of 90 degrees). (Letter size only)



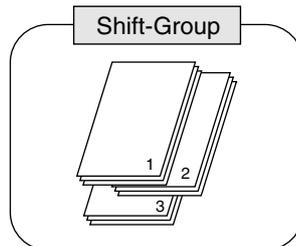
When loading both Letter and Letter-R sized paper, multiple copies of individual pages are stacked in alternate direction (rotation of 90 degrees). (Letter size only)

Available for Functions with an optional Finisher



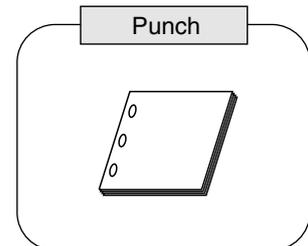
When optional Finisher is installed. Offset stacking using electronic sorting

- DA-FS330 (Letter/Lower Bin only)
- FS355A/FS600/FS605 (Letter, Letter-R, Legal, Ledger)



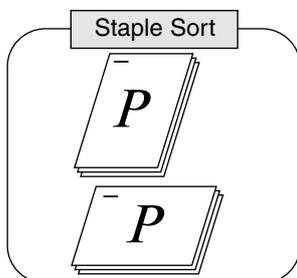
When optional Finisher is installed. Offset stacking using electronic sorting

- DA-FS330 (Letter/Lower Bin only)
- FS355A/FS600/FS605 (Letter, Letter-R, Legal, Ledger)



When optional 2-Bin Finisher (DA-FS330)/Punch Unit (DA-SP31/SP41) is installed. Sort by punched sets. (Letter/Ledger)

- DA-SP31 for DA-FS600/605
- DA-SP41 for DA-FS355A



When optional Finisher is installed. Sort by stapling sets.

Staple Positions:

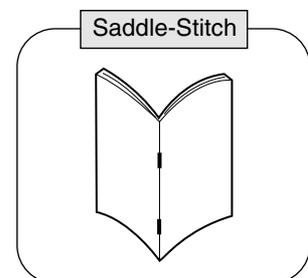
DA-FS330

Top left corner (1 position/ Lower Bin only) (Letter size only)

DA-FS355A/FS600/FS605

(except Invoice size)

- Top left corner (1 position)
- Left (2 positions)
- Bottom left corner (1 position)



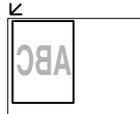
When optional 1/2-Bin Saddle-Stitch Finisher (DA-FS355A/FS605) is installed and Booklet mode is selected. (See page 30)

- Original Size: Invoice/Letter only
- Maximum Originals (Images):
DA-FS355A : 40 images
DA-FS605 : 60 images

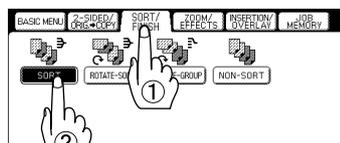
1



or



2



Sort mode

SORT

or

ROTATE-SORT

or

ROTATE-GROUP

or

NON-SORT

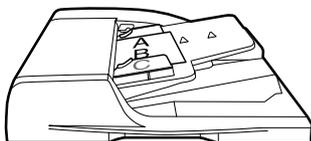
3



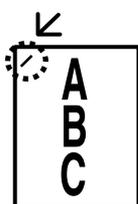
Number of Copies



Original ADF

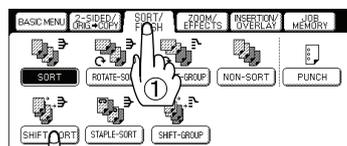


Staple Position
Ex. Top left corner



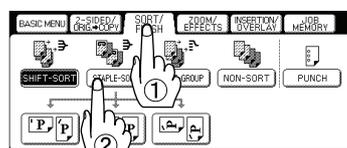
When the optional Finisher is installed, this screen will change as follows:

For DA-FS330



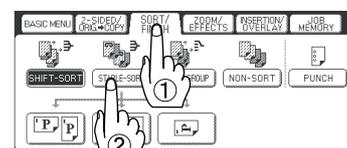
SHIFT-SORT or STAPLE-SORT or SHIFT-GROUP or PUNCH

For DA-FS600/FS605



SHIFT-SORT or STAPLE-SORT or SHIFT-GROUP or PUNCH

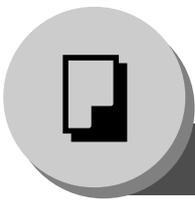
For DA-FS355A



SHIFT-SORT or STAPLE-SORT or SHIFT-GROUP or PUNCH

● Overflow

When overflow **oF** indicator appears on the display, remove excess copies from the bin.

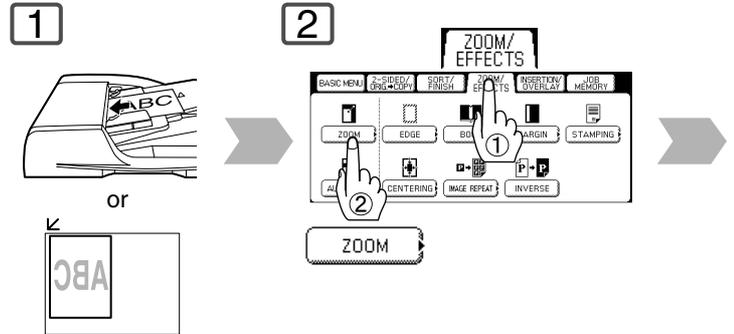
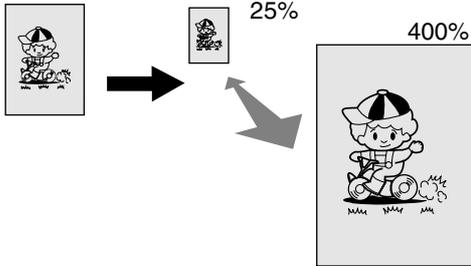


Making Copies

Zoom/Effects

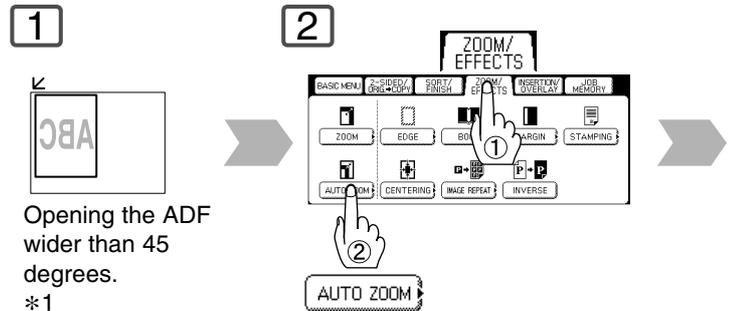
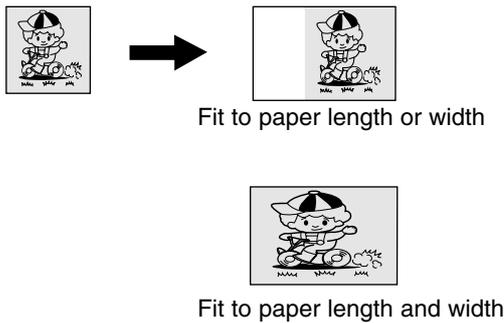
Zoom

Copies with variable zoom ratios from 25 % to 400 % in 1 % increments.



Auto Zoom

The copy Zoom Ratio adjusts automatically to the selected paper size.



Opening the ADF wider than 45 degrees.
*1

*1: For Auto Zoom

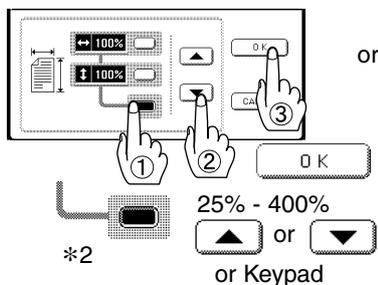
An incorrect exposure may occur when there is a black line at the edge of the original, or an image which the copier interprets as a black pattern in the skyshot mode.

An incorrect position detection of the original may occur when a strong light shines onto the glass during skyshot mode.

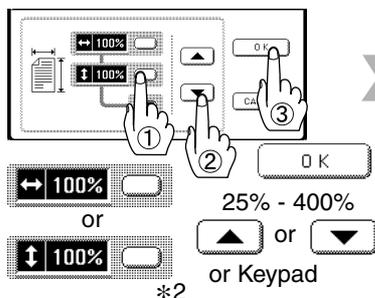
NOTE

- If the margin around the original is 5 mm wide or less, the original may not be correctly detected, and the copy image may be unclear.

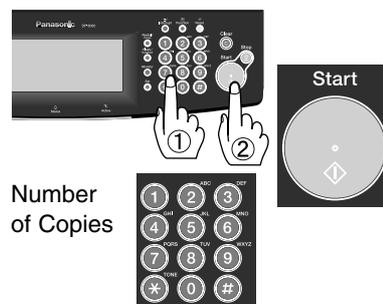
3 Same vertical and horizontal ratio



Different vertical and horizontal ratio



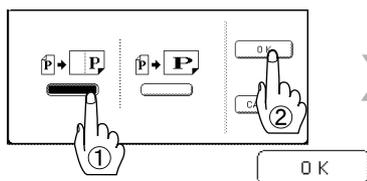
4



*2:Zoom Ratio

If using the keypad to set the zoom ratio, press the CLEAR key first to reset the current zoom ratio mode.

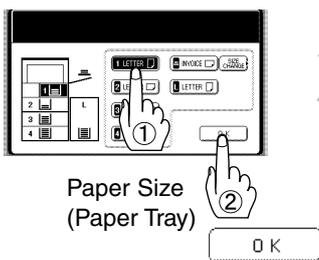
3



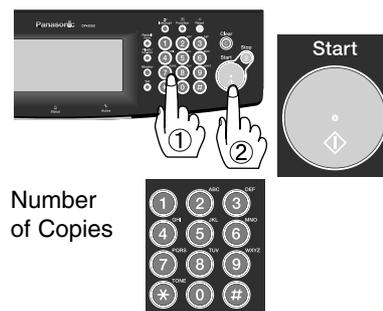
Enlarged or reduced according to the vertical/horizontal size of the paper.

Enlarged or reduced according to both vertical/horizontal size of the paper.

4

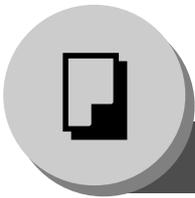


5



ATTENTION

- When changing the paper size after setting the zoom ratio, use the PAPER TRAY button. If paper size is changed with Copy size key, zoom ratio will be changed.

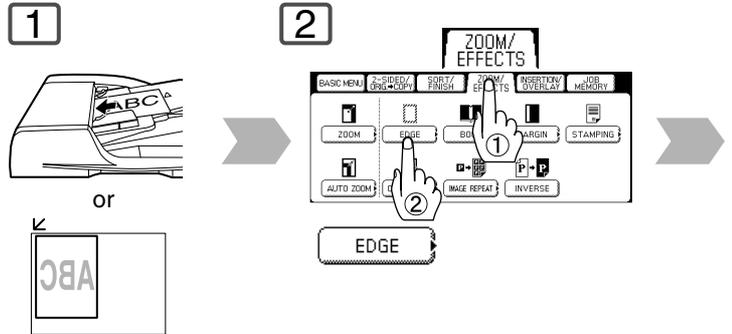
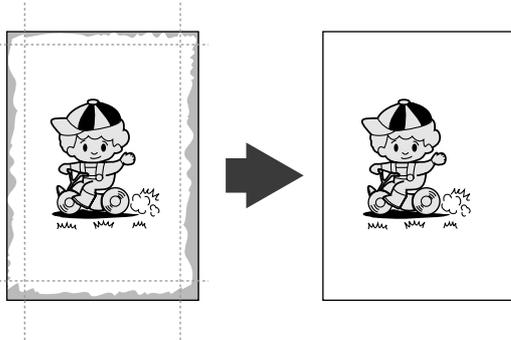


Making Copies

Zoom/Effects

■ Edge

Unnecessary edge can be erased by setting a blank edge.

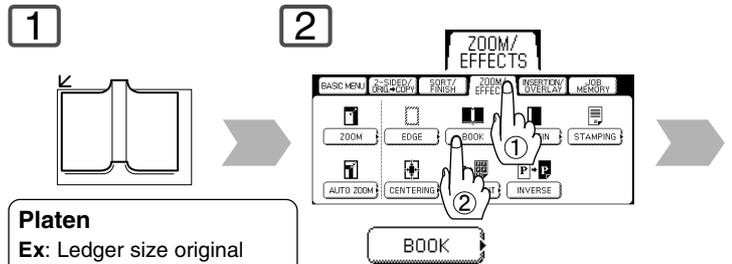
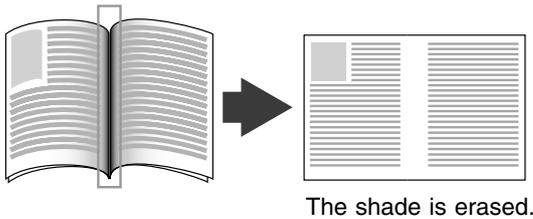


NOTE:

When "ZOOM" is selected, the erasing width varies depending on the zoom ratio.

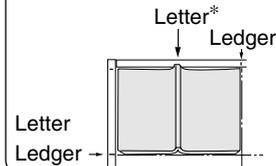
■ Book

When copying original such as the center of folding position may be shaded. This shade can be easily eliminated.



Platen

Ex: Ledger size original

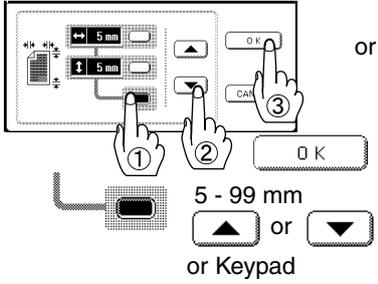


* For a Ledger size, Center the book by length and width according to the Letter size marks.

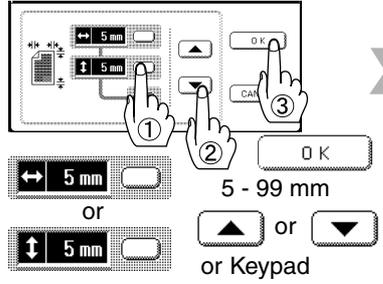
NOTE

- If the margin around the original is 5 mm wide or less, the original may not be correctly detected, and the copy image may be unclear.

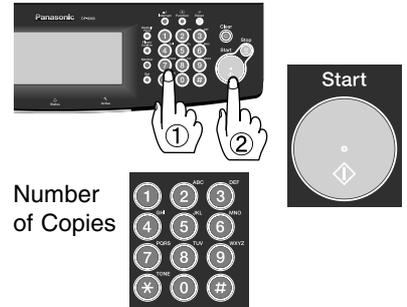
3 Same vertical and horizontal void value



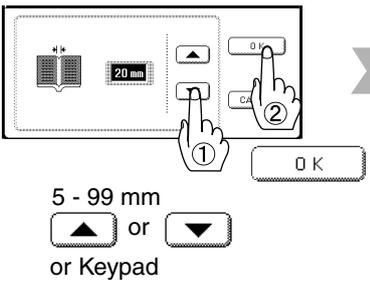
Different vertical and horizontal void value



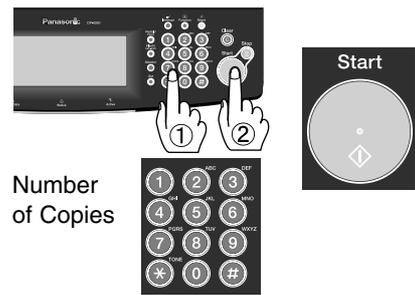
4



3



4



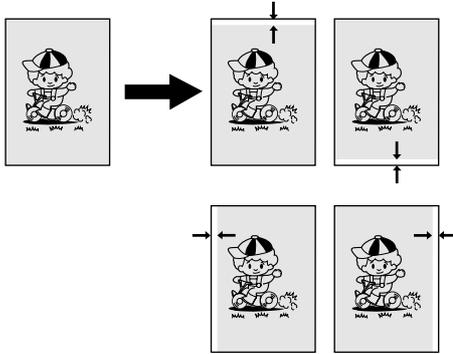


Making Copies

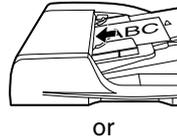
Zoom/Effects

Margin

The original can be copied by setting a binding margin on the edge or in the center of the paper.



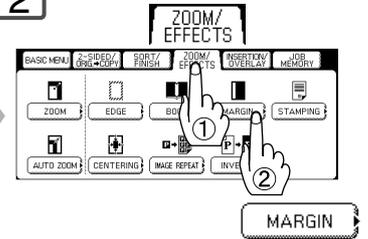
1



or



2

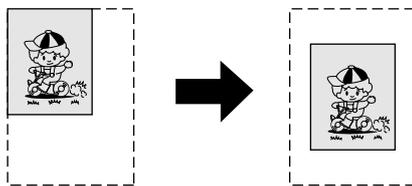


NOTE:

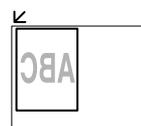
- If a part of copied image is missing, change the Margin Reduction setting to Yes. Refer to "03 Margin Reduction Def." of the **Copier Settings**. (See page 73)
- When "OVERLAY" or "FORM OVERLAY" is selected, the binding margin is also set for the overlay original.
- If this setting is made when 2-Sided copying is selected, the print position comes out different between the front and back side of copy.

Centering

The copying image can be centered automatically on selected paper.

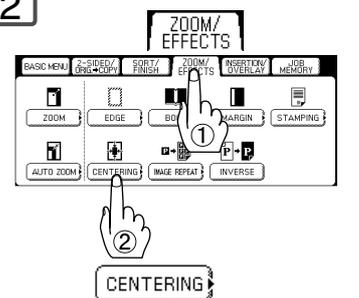


1



Opening the ADF

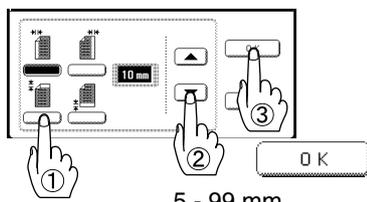
2



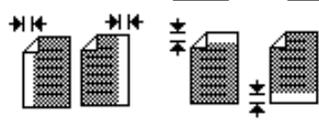
- Remove the originals from the ADF before selecting the Centering and Image Repeat mode. An incorrect position detection of the original may occur when a strong light shines onto the glass during the Centering and Image Repeat mode. Also an image which the copier interprets as a black pattern in the Centering and Image Repeat modes.

- In Centering and Image Repeat mode, make copies with the ADF open more than 45 degrees wide.

3



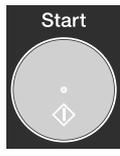
Margin area 5 - 99 mm
▲ or ▼ or Keypad



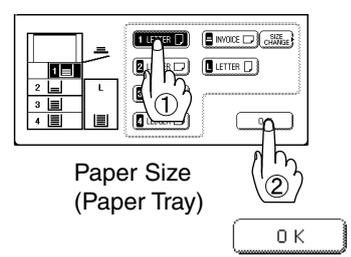
4



Number of Copies



3



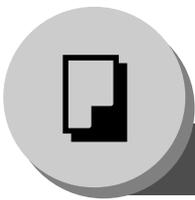
Paper Size
(Paper Tray)

4



Number of Copies





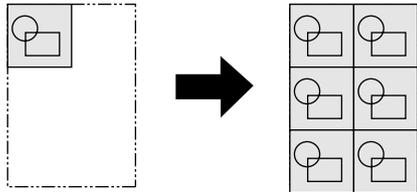
Making Copies

Zoom/Effects

Image Repeat

Creates multiple images on the sheet from single sided original.

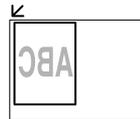
Minimum original size: 20 x 20 mm



The dotted line can be set to "None" or "Print". Refer to "18 Img. Repeat Dotted Line" of the **Copier Settings**. (See page 73)

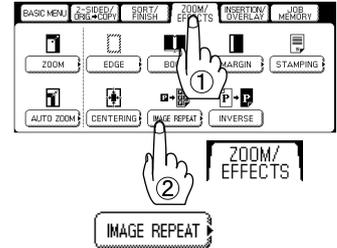
- Remove the originals from the ADF before selecting the Centering and Image Repeat mode. An incorrect position detection of the original may occur when a strong light shines onto the glass during the Centering and Image Repeat mode. Also an image which the copier interprets as a black pattern in the Centering and Image Repeat modes.

1



Opening the ADF

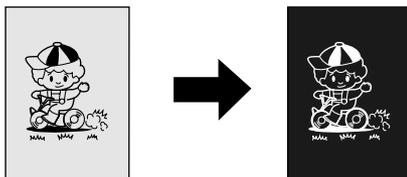
2



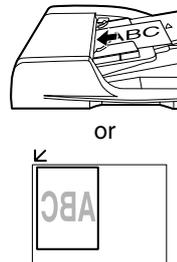
- In Centering and Image Repeat mode, make copies with the ADF open more than 45 degrees wide.

Inverse

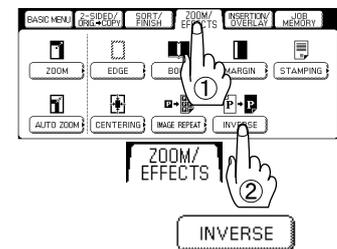
Negative/Positive image can be created for special effects.

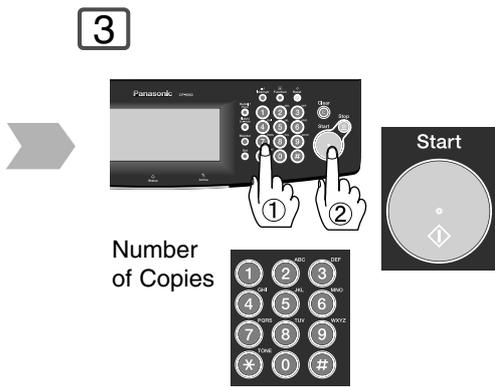
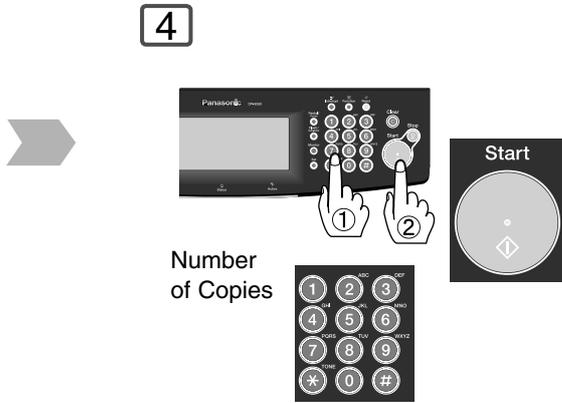
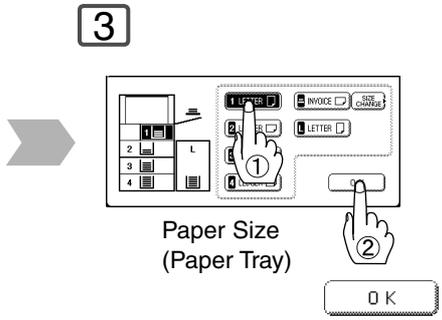


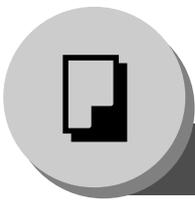
1



2





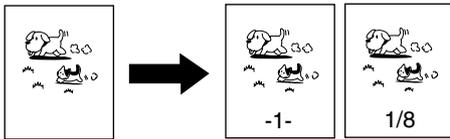


Making Copies

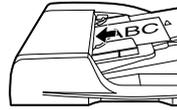
Zoom/Effects

■ Stamping (Page Numbering)

The original can be copied with page numbers printed.

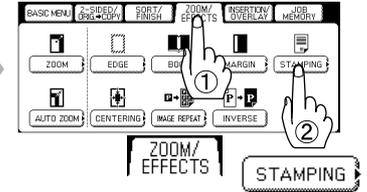


1



ADF only*1

2

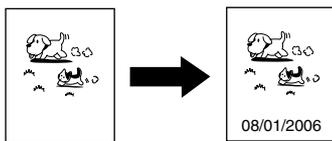


NOTE:

- The default is -n- (number) format. To change to n/m (number/maximum) format, refer to "16 Page Numbering Style" of the **Copier Settings**. (See page 73)

■ Stamping (Date Stamp)

The original can be copied with a printed date. The date is printed in MM/DD/YYYY format.

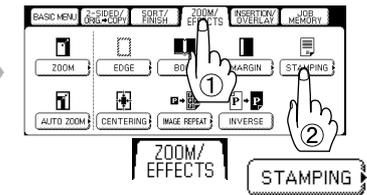


1



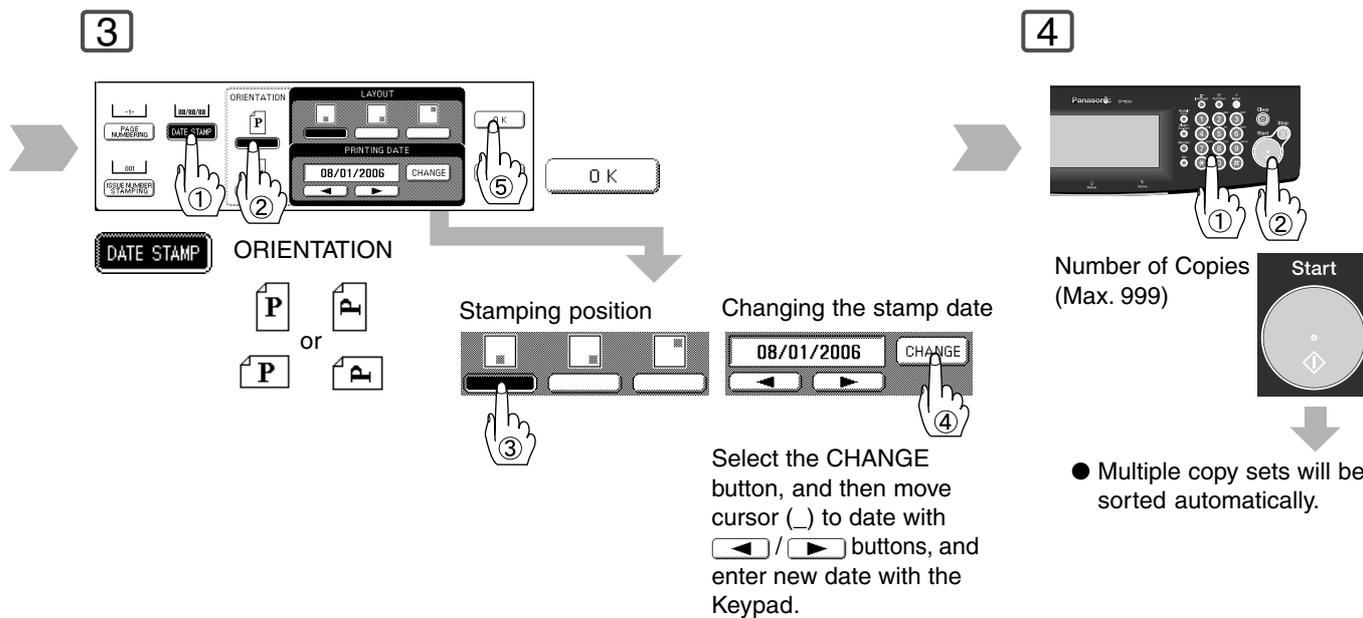
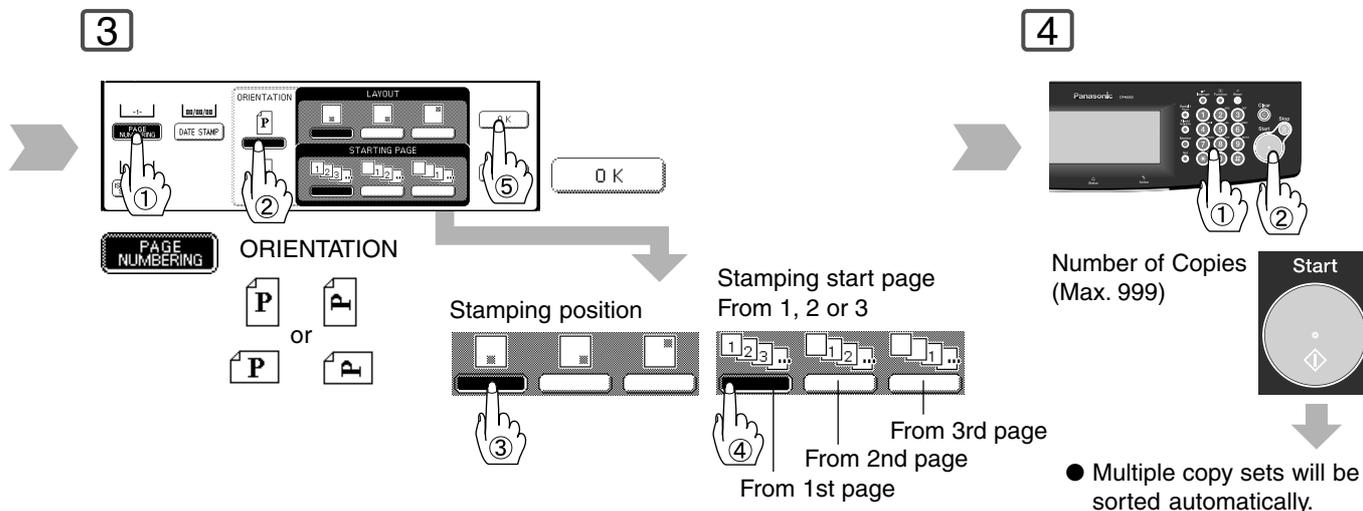
ADF only*1

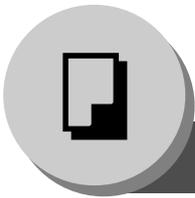
2



NOTE

- *1
- When copying with the Stamping mode combined with N in 1 mode, the Stamping mode can be used from the platen too.
 - Only 1 stamp profile (page number, date, control number and character) can be selected to print per scanning job; 2 or more cannot be selected.
 - No stamp is printed on a blank page when an odd number of originals is copied with "1->2" setting is selected.



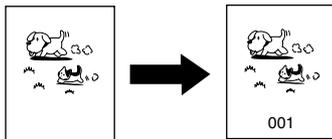


Making Copies

Zoom/Effects

■ Stamping (Issue Number Stamping)

The original can be copied, and printed in consecutive numbers from 001 to 999.

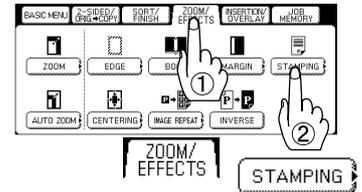


1



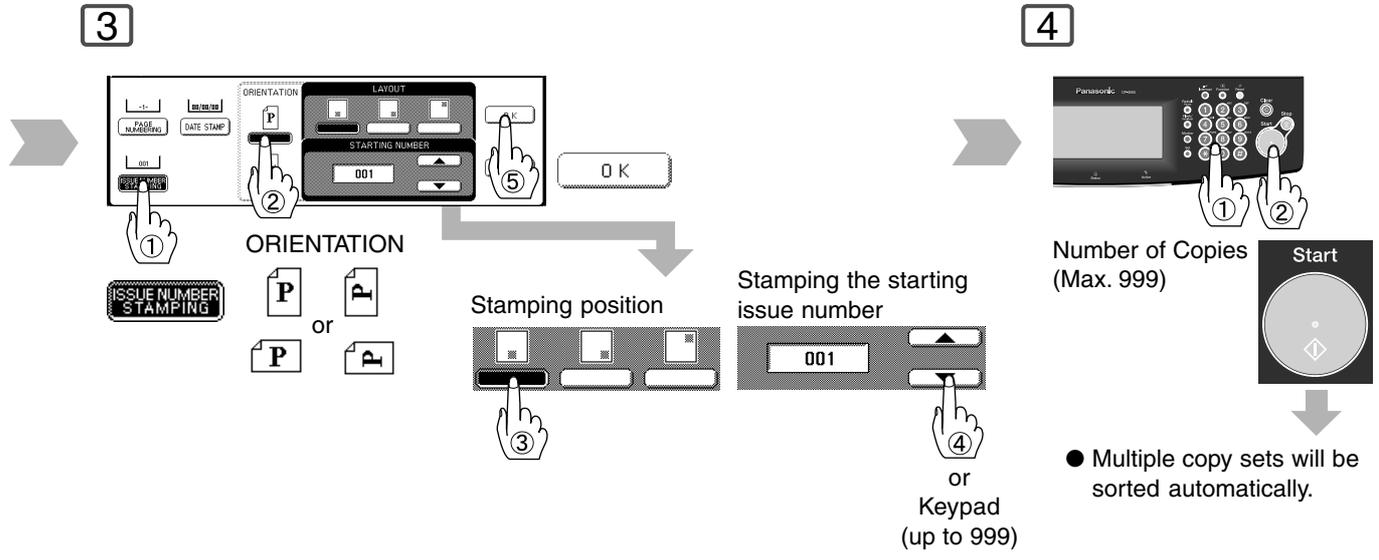
ADF only*1

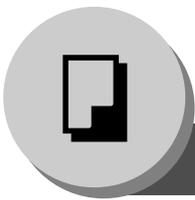
2



NOTE

- *1 ● When copying with the Stamping mode combined with N in 1 mode, the Stamping mode can be used from the platen too.
- Only 1 stamp profile (page number, date, control number and character) can be selected to print per scanning job; 2 or more cannot be selected.
- No stamp is printed on a blank page when an odd number of originals is copied with "1->2" setting is selected.



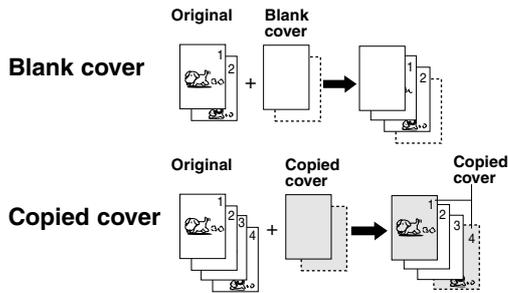


Making Copies

Insertion/Overlay

■ Cover

The original can be copied using other types of paper as a Cover Page. Only the Front Cover, or Front and Back Covers can be selected.

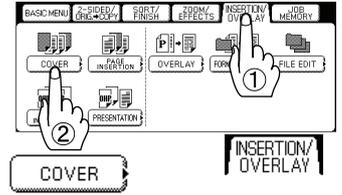


1



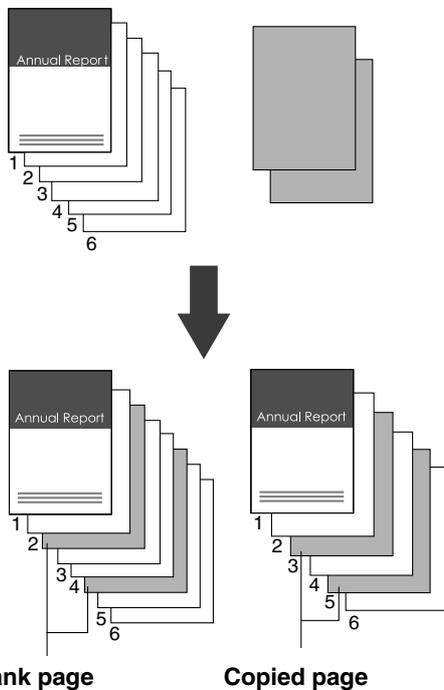
ADF only

2



■ Page Insertion

Originals can be copied with other media inserted between the specified pages. You can copy specified pages (including the cover page) on media such as colored paper set in the Paper Tray, or on the Sheet Bypass.

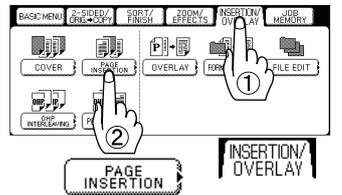


1



ADF only

2



5



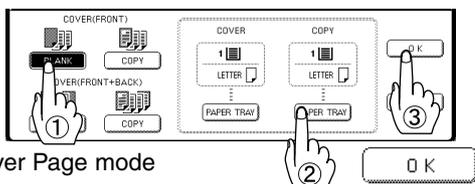
Number of Copies
(Max. 999)



NOTE

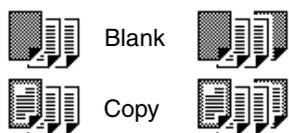
- Certain types of transparency film may not be compatible with, and may damage your machine. Consult with an authorized Panasonic dealer for advice regarding non-standard media. (Panasonic has tested "3M PP2500" transparency film and found it to be compatible.)

3



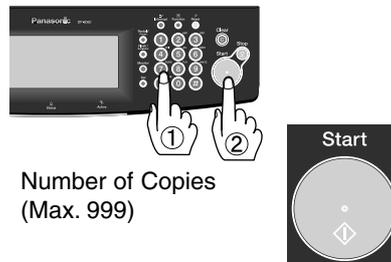
Cover Page mode

Cover (Front) Cover (Front+Back)



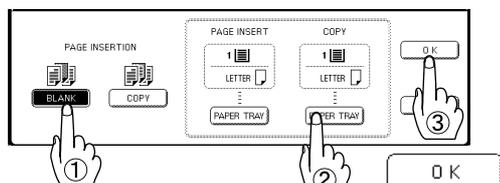
Paper Size*
Paper Tray

4



Number of Copies
(Max. 999)

3

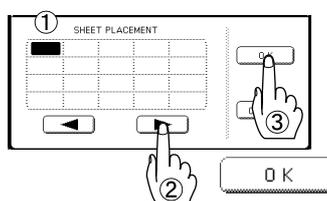


Page Insertion mode



Paper Size*
Paper Tray

4

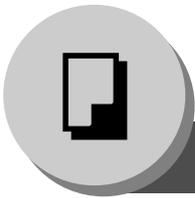


- ① Set the insert page position with the Keypad.**
- ② If selecting other position, move the sheet with ◀ / ▶ buttons, then set the insert page position with the Keypad.

5

NOTE

* The size and orientation of the printed copy and recording paper should match.
** Blank page is inserted before the indicated selected page number.



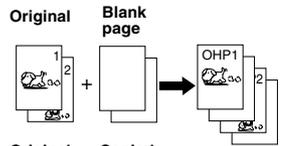
Making Copies

Insertion/Overlay

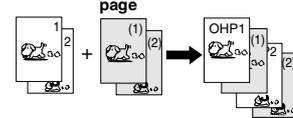
■ OHP Interleaving

Inserts Blank/Copied pages between Transparency film.

Blank page



Copied page



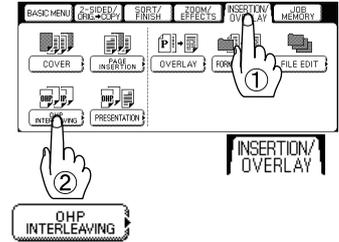
(OHP: Transparency film)

1



ADF only

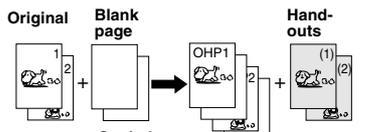
2



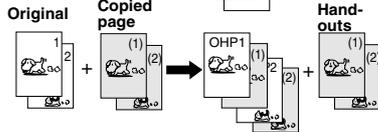
■ Presentation

Inserts Blank/Copied pages between Transparency film and make copied sets for handouts.

Blank page



Copied page



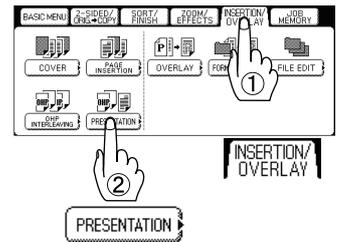
(OHP: Transparency film)

1



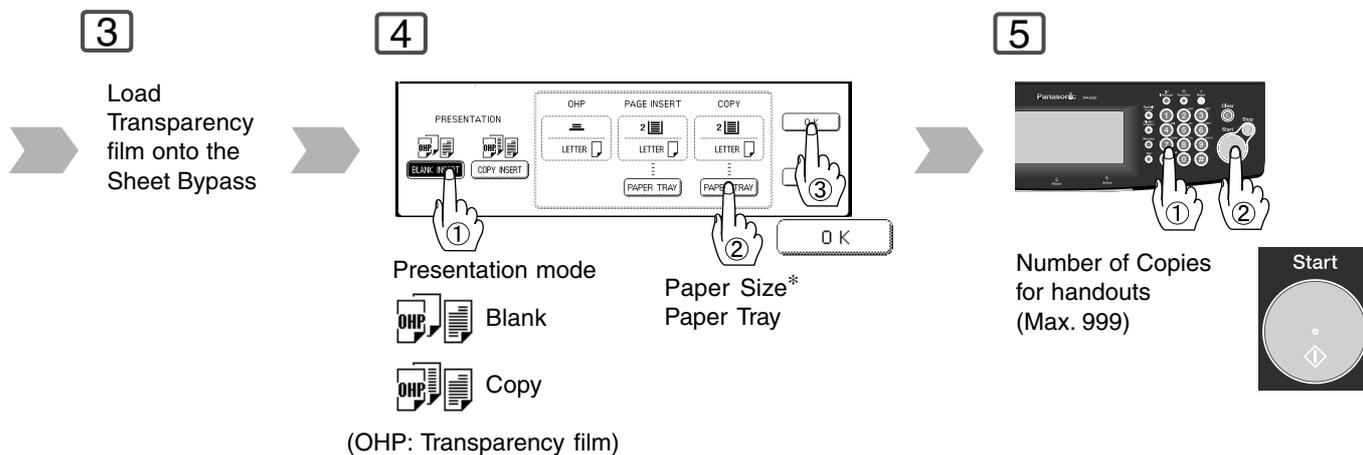
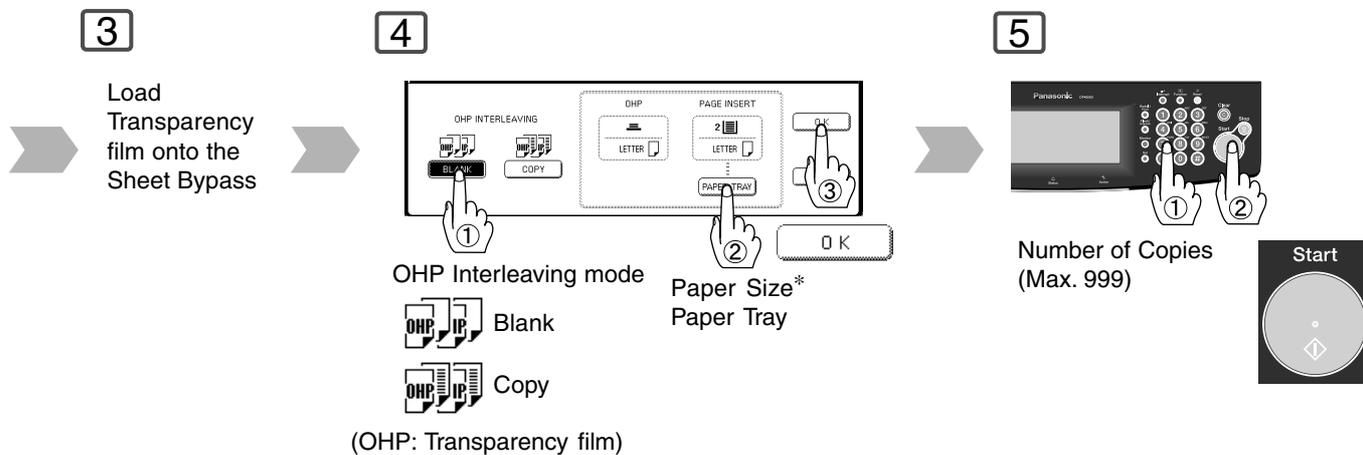
ADF only

2



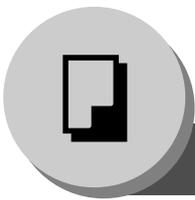
NOTE

- Certain types of transparency film may not be compatible with, and may damage your machine. Consult with an authorized Panasonic dealer for advice regarding non-standard paper types. (Panasonic has tested "3M PP2500" transparency film and found it to be compatible.)



NOTE

* The size and orientation of the printed copy and recording paper should match.



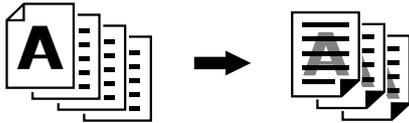
Making Copies

Insertion/Overlay

Overlay

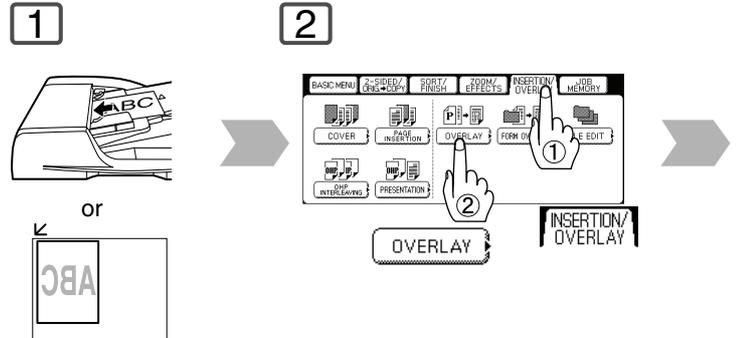
The first original is used as an overlay for the remaining originals.
The first page is called the overlay original, and the second page onwards are called the scanned originals, respectively.

For overlay original



NOTE:

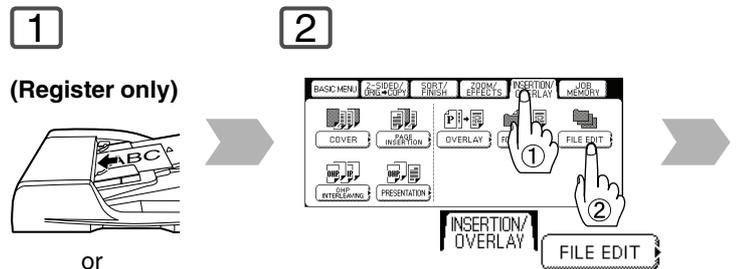
- When "**MARGIN**" is selected, a binding margin is also set for the overlay original.
- When "**COVER**" or "**PAGE INSERTION**" is selected, if the cover page and insertion pages are set to be copied, the overlay is not executed for Blank pages. If these pages are set to be copied, the overlay is executed for copied pages.



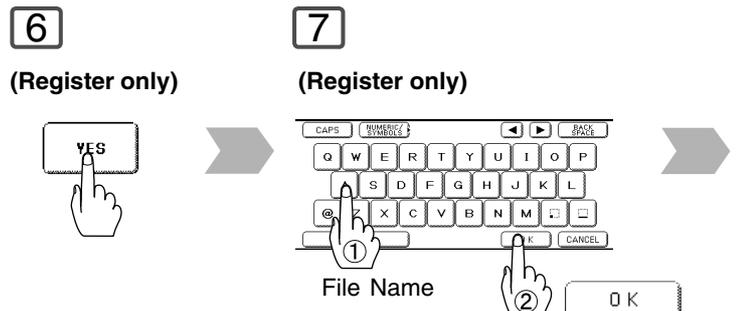
File Edit

Up to three editing functions available in the File Edit feature.

- REGISTER** : To Add a new file
HDD = (Max. 5 files)
- ERASE** : To Erase a registered file
- FILE NAME EDIT** : To Change the title of a file



One image file can be registered.
Up to 5 image files can be registered on the Hard Disk Drive.
If the selected File Key already contains a registered file image, the new image will overwrite the current image.
Without HDD, when pressing "FILE EDIT" button, the machine skips Step 3 and proceeds to Step 4 (Erase Mode).



3

Density for 1st page image
LIGNTER or DARKER

4

Number of Copies (Max. 999)

5

Select the overlay image to store into memory for later use.
YES or NO

Enter File Name as below step 8 of File Edit.

From Platen:
Same procedure as for Form Overlay.
(See page 56 and 57)

3

① Select a file
REGISTER or ERASE or FILE NAME EDIT

4

REGISTER
Density for registered image
LIGNTER or DARKER

5 (Register only)

To cancel the registration, touch "CANCEL" button.

4

ERASE
YES or NO

8 (Register only)

OK

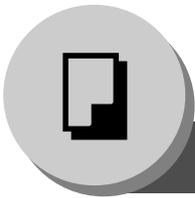
4

FILE NAME EDIT

5

OK

Enter the file name

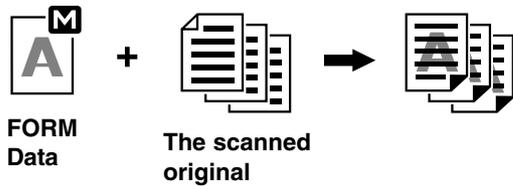


Making Copies

Insertion/Overlay

■ Form Overlay

Overlay an image stored in memory onto the copy.



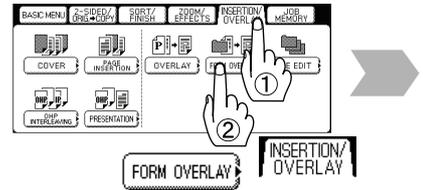
1



or

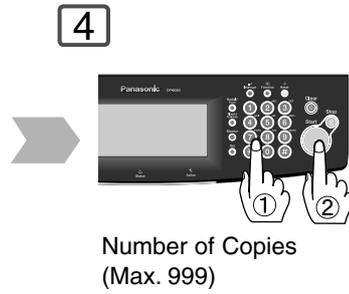
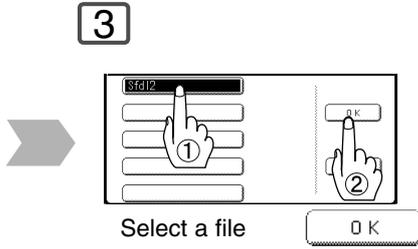


2



NOTE:

- Only Letter size is available for Form Overlay.
- If the orientation of the original is different than of the Form, the original is copied by automatically rotating when overlaid.
- The Form will not change size, and cannot be enlarged or reduced. However, the scanned original image can be reproduced according to the selected settings (Enlarged/Reduced using "ZOOM", or Paper Size selection).
- Even if the "EDGE" or "BOOK" is selected, the edge and center erasing functions are not performed for the overlay original.
- When "MARGIN" is selected, a binding margin is also set for the overlay original.
- If "BLANK" is selected for the "COVER" or "PAGE INSERTION" setting, overlay will not be performed. The image overlay is carried out for "COPY" pages instead.

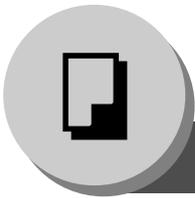


From Platen:

If "Another Original?" message is displayed, touch the "YES" or "NO" button.

Ex: 2 originals

- ① Touch "YES" button.
- ② Place the next original on the Platen.
- ③ Press Start Key.
- ④ Touch "NO" button.



Making Copies

Other Features

Job Memory

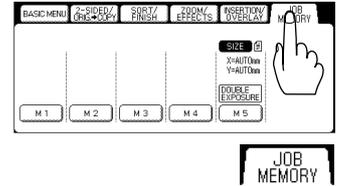
Five Copy Jobs can be stored in Memory (M1 to M5) for recall at a later time.

NOTE:

When the M5 Key is used, the Double Exposure Mode should be set to "Off" in the **Copier Settings** "19 Double Exposure". (See page 73)

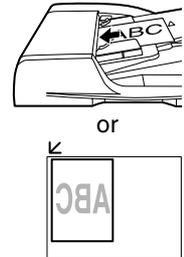
Storing the copy job

1 To store a job in memory



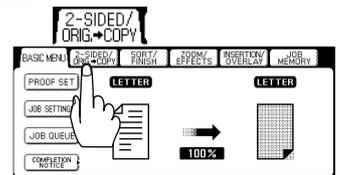
1 To recall a job stored in memory

Recalling the copy job

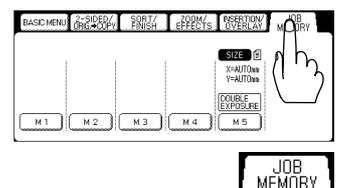


Ex: To store a job (2 sided original to 1 sided copy) in memory.

1



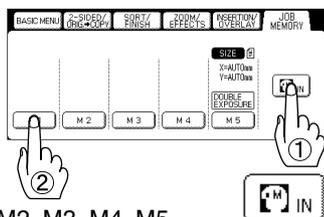
4



NOTE

- JOB MEMORY mode will not be deleted even if the power switches are turned Off.
- When storing a new job into a programmed memory location, the previously stored job will be overwritten and erased.
- M1, M2 can use as manual skyshot mode by setting the user function mode.

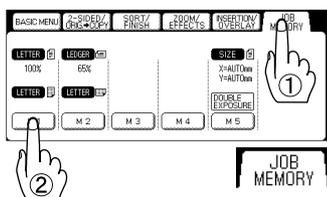
2



M1, M2, M3, M4, M5



2



M1, M2, M3, M4, M5



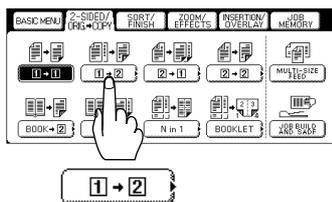
3



Number of Copies
(Max. 999)

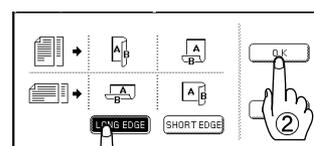


2



1 → 2

3



LONG EDGE

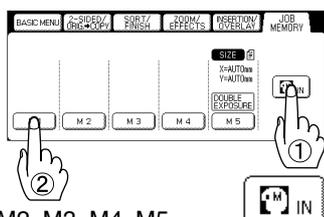
or

SHORT EDGE

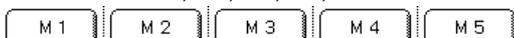
OK

4

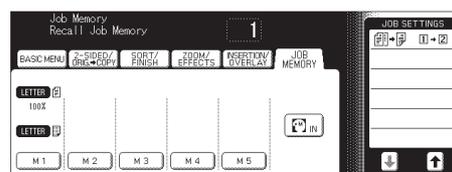
5

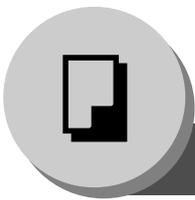


M1, M2, M3, M4, M5



6





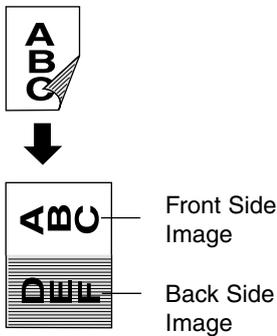
Making Copies

Other Features

Double Exposure

Select **Double Exposure** copy mode when copying a 2-Sided original that is smaller than Invoice size onto one side of a standard size media (Ex: Letter size). One side (Front) of the original is copied at the top of the page, and the other side (Back) is copied at the bottom on the copied page.

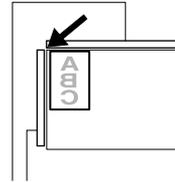
Original Size: Maximum Invoice
Copy Size: Letter
Ex. Invoice



NOTE:

- If the ADF is opened during Double Exposure copy mode, an incorrect position detection of the original may occur when a strong light shines onto the glass.
- An incorrect exposure may occur when there is a black line at the edge of the original, or an image which the machine interprets as a black pattern in this mode.
- The final copy may be affected if colored background original(s) do not have a white edge, or if they are less than 2 mm wide.

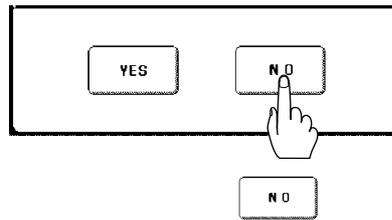
1



Original Guide

- Front Side of Original
- Original Size: Free, maximum Invoice size
- Opening the ADF
- Fit original to the Original Guide.

4



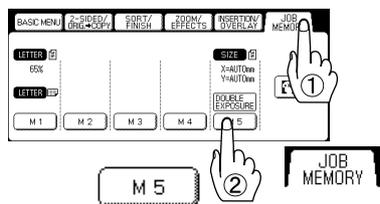
NOTE:

If "YES" is selected, the machine will start copying only scanned original.

NOTE

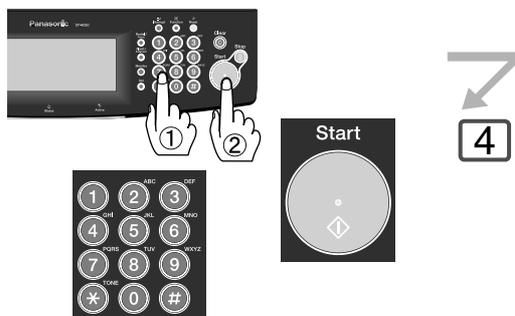
- When using the double exposure mode, the M5 is turned On and other job requiring memory cannot be used.
- The default setting of Double Exposure Mode is "ON" in the Copier Settings "19 Double Exposure". If this setting is changed to "OFF", this mode cannot be used.

2



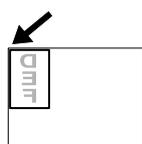
Other jobs requiring memory cannot be performed, while M5 is being used for the Double Exposure function.

3



Number of Copies (Max. 999)

5



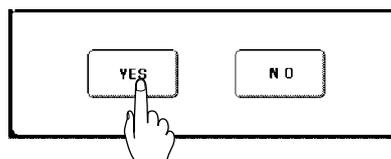
Back Side of Original

6

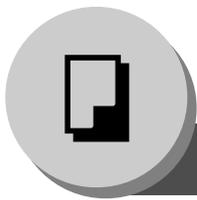


7

The following steps illustrate how to make multiple copies when the Sort Mode is selected. (See page 36)



- 1: YES → Continues to copy another original.
- 2: NO → Starts making copies.



Making Copies

Other Features

■ Skyshot Mode

Skyshot allows copying a manuscript without generating dark borders even if the Platen Cover or ADF is opened. Two types of Skyshot modes can be selected:

- 1) Digital Skyshot Mode : The scanning area (size) is not pre-determined.
- 2) Manual Skyshot Mode : The scanning area (size) is pre-registered into memory (M1 and M2).

- An incorrect exposure may occur when there is a black line at the edge of the original or an image which the copier interprets as a black pattern in the skyshot mode.

Digital Skyshot Mode

The Digital Skyshot has 2 modes.

The default setting of 06 Digital Skyshot Mode is “**Freeshp**”. Before using this mode, select each setting by using the Function setting. (See page 73)

- No** : A copy is made without Digital Skyshot.
- Freeshp (Free shape)** : A copy is made of the original, even if it is of irregular shape, with Digital Skyshot.
- Parallel** : A copy is made straightened if the original is placed at an angle, with Digital Skyshot. (within 5 degrees)

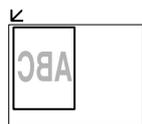
Manual Skyshot Mode

- Set 07 Manual Skyshot Mode in Copier Settings first. (See page 73)

NOTE

- Other jobs requiring memory cannot be performed, while M1 and M2 buttons are being used for the Skyshot mode.
- An incorrect position detection of the original may occur when a strong light shines onto the glass during skyshot mode.

1



Open the ADF more than 45 degrees wide.

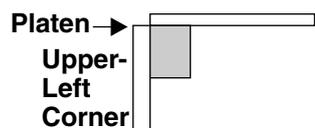
2



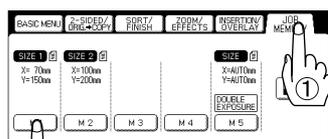
Number of Copies
(Max. 999)



1



2



Custom size*



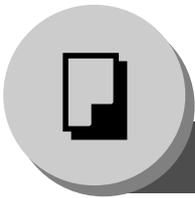
* Default M1/M2 size can be changed in the Function mode. (See page 80)

3



Number of Copies
(Max. 999)



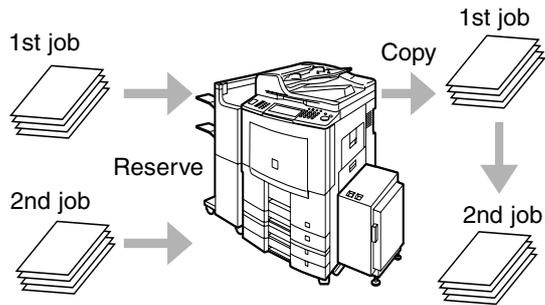


Making Copies

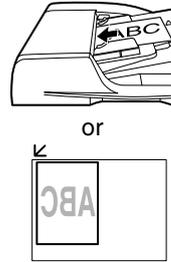
Other Features

■ Reserve a Job

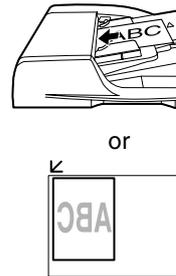
The next copy job can be reserved even if the current copy job is not completed.



1 1st job

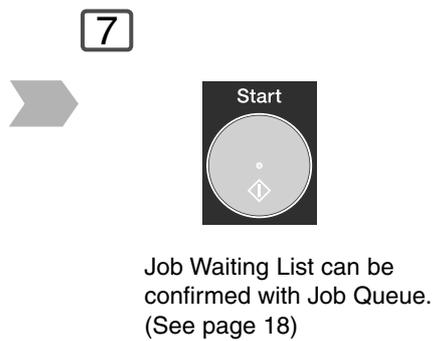
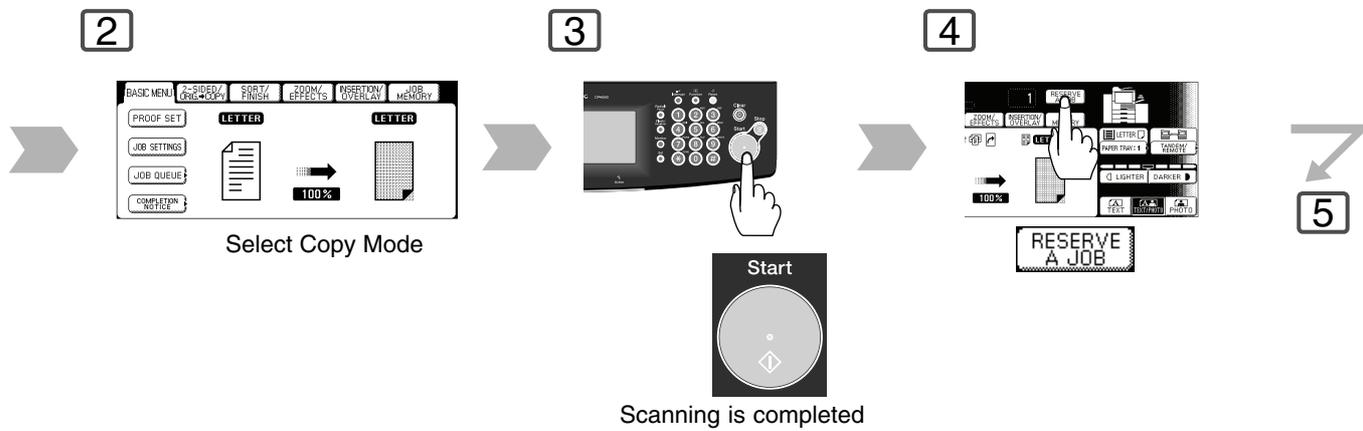


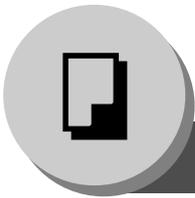
5 2nd job



6

Select Copy Mode





Making Copies

Other Features

■ Energy Saver (Power Save Mode, Sleep/Shutdown Mode)

These modes save power while the copier is not in use.

- The machine will not go into Sleep/Shutdown Mode when the Weekly Timer is selected.
- 03 Sleep Mode/Shutdown Mode and timer setup is performed in the Key Operator mode. (See page 76)

1 Power Save Mode



Indicator

Flash: Power Save Mode
Light: Sleep/Shutdown Mode

or

Sleep/Shutdown Mode

Automatically enters the Sleep/Shutdown Mode after 90 minutes (for DP-8060/8045), 15 minutes (for DP-8035) from the last copy job.

■ Interrupt Mode

This mode can interrupt other copy jobs while making copies.

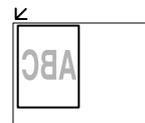
1 While making copy



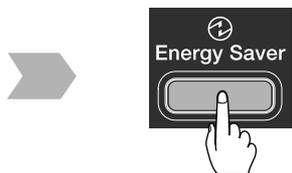
2 Other Copy Job



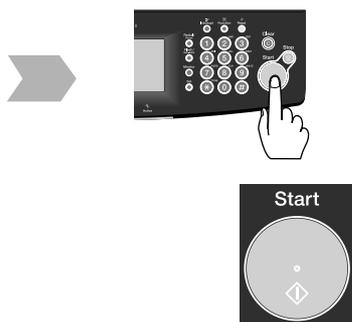
or



2 To clear



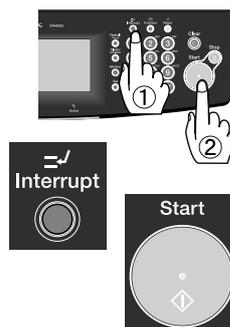
3



4

Other Copy Job is completed

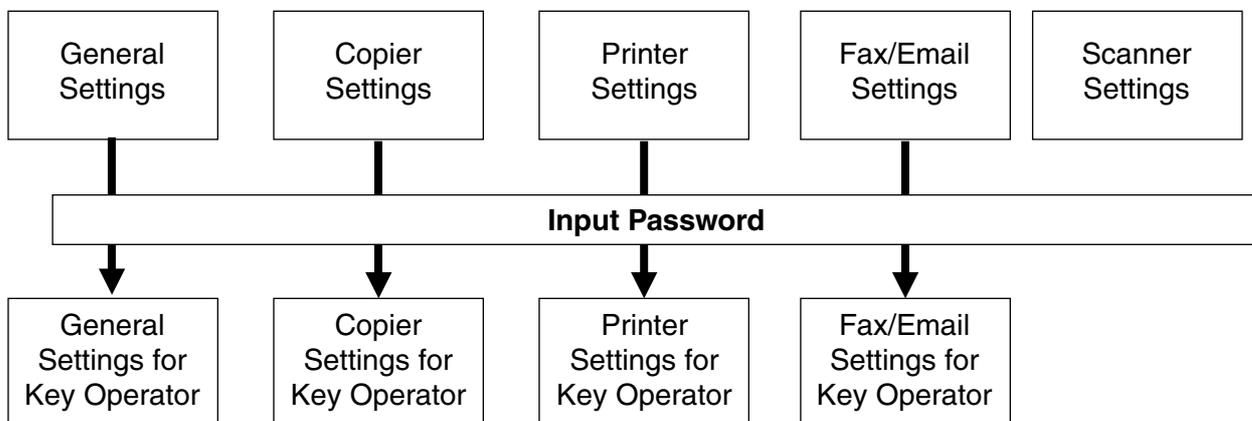
5





Function Parameters

■ Using Function Modes to Change the Initial Settings



General Settings:

Changing the Initial Machine Modes

- Power On Default mode, Manual Add Toner, etc. (See page 72)
For Key Operator:
Paper size, Finisher bin/Staple mode, Department Counter, Network TCP/IP settings, etc. (See pages 76-79)

Copier Settings:

Changing the Initial Copy Modes

- Default function of each copy mode
(See page 73)

For Key Operator:

Paper size priority, Original mode, Contrast, Job Build and SADF mode, etc.

(See pages 79 and 80)

Printer Settings:

Changing the Initial Printer Modes

- Default function of each print mode
(See page 75)

For Key Operator:

Job completion time, Page protection, Error page print, Spool function, PS configuration, Font list print, Mailbox data holding, etc.

(See page 81)

Scanner Settings:

Changing the Initial Scanner Modes

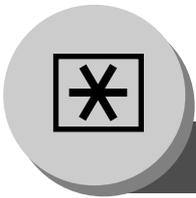
- Original mode, Compression mode, Resolution, Job Build and SADF mode, Address book, etc.

(See page 74)

Fax/Email Settings:

Changing the Initial Fax/Email Modes

Refer to Operating Instructions (For Facsimile and Internet Fax/Email Functions).



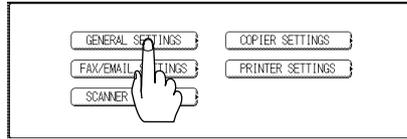
Function Parameters

■ Procedure

1

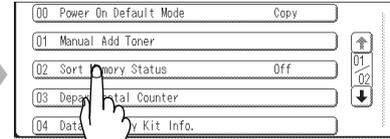


2



Select the desired Function Mode

3



Select the desired Function



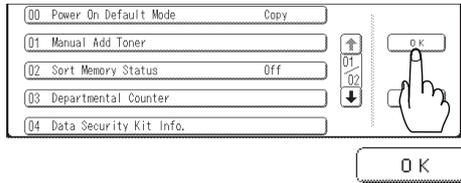
NOTE

- Please refer to the appropriate operating instructions manual for function settings on options.

4

Set the desired Function Parameter(s).

5

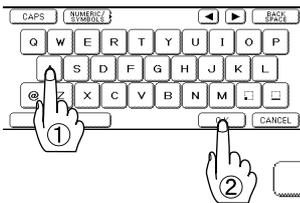


6

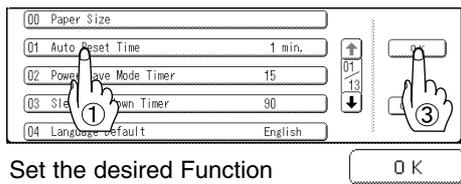


4

When selecting the Key Operator Mode:



5



6



Set the desired Function

② Set the desired Function Parameter(s).

- ① Password
(8 digits: alpha-numerical;
alphabet (case-sensitive),
numbers, symbols
(@, ., -, and SPACE))



Function Parameters

■ General Settings

Screen No.	Modes	Function	Initial Setting
01/02	00 Power On Default Mode	Selects mode. ● COPY, PRINTER, SCANNER, FAX*	COPY
	01 Manual Add Toner	Adds toner manually. ● Off, On	Off
	02 Sort Memory Status	Indicates the sorting memory status. ● Off, On	Off
	03 Departmental Counter	Indicates the department counter.	Consult with an authorized service provider
	04 Data Security Kit Info.	Indicates the Data Security Kit version and Security setting of the machine, when the Security Kit is installed.	
02/02	09 Key Operator Mode	Input the Key Operator Password.	

NOTE

* When the optional Fax Communication Board is installed.

■ Copier Settings

Screen No.	Modes	Function	Initial Setting
01/05	00 Margin Value Default	Selects the margin shift value. ● 5 mm, 10 mm, 15 mm, 20 mm	10 mm
	01 Edge Value Default	Selects the edge width. ● 5 mm, 10 mm, 15 mm, 20 mm	5 mm
	02 Book Value Default	Selects the book void width. ● 15 mm, 20 mm, 25 mm, 30 mm	20 mm
	03 Margin Reduction Def.	Selects the reduction ratio in margin mode. ● No, Yes	No
	04 2-Sided Mode Default	Function sets the duplex priority mode. ● No, 1 to 2, 2 to 2, B to 2 (B: Book)	No
02/05	05 Reduce N in 1 For Space	Selects whether to disable edge deletion. ● No, Yes	No
	06 Digital Skyshot Mode	Enables or disables the use of Skyshot mode. ● No, Freeshp (Freeshape), Parallel	Freeshp
	07 Manual Skyshot Mode	Enables or disables the use of Manual Skyshot. ● Off / M1, On / M2, On / M1, M2, On	Off
	08 Auto Contrast Adjust	Automatically adjusts the copy density for text and photographic originals. ● No, Yes	Yes
	09 N in 1 Default Mode	Selects the N in 1 default mode. ● 2 in 1, 4 in 1, 6 in 1	2 in 1
03/05	11 Booklet Default Mag.	Selects the booklet magnification. ● 100 %, Reduce	Reduce
	12 Sort Mode Def. ADF Copy	Selects the sort mode. ● Non-Sort, Sort, Stplsort (Staple-Sort), Sftgroup (Shift-Group)	Sort
	13 Sort Mode Def. FB Copy*	Selects the sort mode. ● Non-Sort, Sort, Stplsort (Staple-Sort), Sftgroup (Shift-Group)	Non-Sort
	14 Staple Position Setting	Selects the staple position. ● Landscap (Landscape), Portrait, Center	Portrait
04/05	15 Stamping Default Mode	Selects the stamping mode. ● Page, Date, Issue	Page
	16 Page Numbering Style	Selects the page numbering style. ● -n-, n/m	-n-
	17 Hole Punch Default	Enables the hole punch mode. ● Off, On	Off
	18 Img. Repeat Dotted Line	Selects the dotted line. ● None, Print	Print
	19 Double Exposure	Selects the double exposure. ● Off, On	On
05/05	24 Key Operator Mode	Input Key Operator Password.	

NOTE

* FB: Platen



Function Parameters

■ Scanner Settings

Screen No.	Modes	Function	Initial Setting
01/02	00 Original Mode Default	Sets the original setting. ● Text, T/P (Text/Photo), Photo	T/P
	01 Compression Mode Def.	Sets the default compression mode setting. ● MH, MR, MMR, JBIG	MMR
	02 Resolution Default	Sets the default resolution setting. ● 150dpi, 300dpi, 600dpi	300dpi
	03 Job Build And SADP Mode	Sets the SADP mode setting. ● No, Yes	No
	04 Bind Edge 2-Side Orig.	Sets the bind position, 2-Sided original setting. ● Long, Short	Long
02/02	05 Add New Address	Adds a new address.*	
	06 Edit Address Book	Edits the address book.*	
	07 Delete Address	Deletes an address.*	
	08 Scanner Settings Print	Prints scanner settings. ● Stop, Start	Start
	09 XMF File Type	Sets the default XMF File Type. ● TIFF, PDF	PDF

NOTE

* Address Book is not necessary to set in this function setting. Your PC can be registered with Panasonic-DMS.

■ Printer Settings

Screen No.	Modes	Function	Initial Setting
01/04	00 Number Of Prints	Sets the initial number of prints. ● 1 ~ 999	1
	01 Paper Size	Sets the paper size setting. ● A3, B4, A4, B5, A5, LEDGER, LEGAL, LETTER, INVOICE, 8 x 13, 8.5 x 13	LETTER
	02 Paper Tray	Sets the Paper Tray setting. ● Auto, Bypass, Tray 1, Tray 2, Tray 3, Tray 4, LCT	Auto
	03 Print Direction	Sets the print direction setting. ● Portrait, Landscap (Landscape)	Portrait
	04 Auto Tray Selection	Sets the auto tray setting. ● Off, On	On
02/04	05 2-Sided Print	Sets the 2-sided print setting. ● Off, On	Off
	06 Bind Edge	Sets the bind position. ● Long, Short	Long
	07 Resolution	Sets the resolution setting. ● 1200 x 600, 600 x 600, 300 x 300	600 x 600
	08 Font (PCL)	Sets the PCL font. ● 0 ~ 99	0
	09 Symbol Table (PCL)	Sets PCL symbol table. ● 0 ~ 35	11
03/04	10 Pitch (PCL)	Sets the PCL pitch. ● 0.44 - 99.99	10.00
	11 Point Size (PCL)	Sets PCL point size. ● 4.00 - 999.75	012.00
	12 Lines/Page (PCL)	Sets PCL lines/page. ● 5 - 123	60
	13 Return Character (PCL)	Sets PCL return character. ● CR, CR + LF	CR
	14 Mutual A4/LTR	Converts A4 to Letter automatically. ● Off, On	Off
04/04	15 Mailbox Memory Status	Indicates the mailbox memory status.	
	16 Print Data	Sets print data. ● Stop, Start	Stop
	19 Key Operator Mode	Input the Key Operator Password.	

NOTE

- Functions No. 08 to 13 are available when the optional Printer Controller Module (DA-PC800) is installed.



Function Parameters

For Key Operator

■ General Settings

Screen No.	Modes	Function	Initial Setting
01/13	00 Paper Size	Sets the paper size of each paper drawer.* ● Ledger, Legal, Letter, Letter-R, Invoice, A3, B4, A4, A4-R, B5, B5-R, A5, 8 x 13, 8.5 x 13, AUTO**	Consult with an authorized service dealer
	01 Auto Reset Time	Selects the Control Panel reset time. ● None, 30 sec., 1 min., 2 min., 3 min., 4 min.	1 min.
	02 Power Save Mode Timer	Sets the Energy Saver mode and time. ● 1-240 minutes	15
	03 Sleep/Shutdown Timer	Sets the Sleep/Shutdown timer. ● None, 1-240 minutes	90 minutes (DP-8060/8045) 15 minutes (DP-8035)
	04 Language Default	Selects the message language of the display. ● English, C.French, Spanish	English
02/13	05 Special Paper Tray 1	Sets the paper drawer for special paper (Ex.: coloured). ● None, Tray 1, Tray 2, Tray 3, Tray 4, LCT, Bypass	None
	06 Special Paper Tray 2	Sets the paper drawer for special paper (Ex.: coloured). ● None, Tray 1, Tray 2, Tray 3, Tray 4, LCT, Bypass	None
	07 COPY Output Bin***	Sets the output bin. ● Upper, Bottom	Upper
	08 PRINTER Output Bin***	Sets the output bin. ● Upper, Bottom	Bottom
	09 FAX/EMAIL Output Bin***	Sets the output bin. ● Upper, Bottom	Bottom
03/13	10 Auto Paper Out Rotate	Copier will automatically rotate image and print when selected paper tray is empty. ● Off, On	Off
	11 TCH Panel Beep Sound	Beep sounds when touching the panel. ● Off, Soft, Loud	Soft
	12 Original Set Beep Sound	Beep sounds when original is set on the Platen. ● No, Yes	No
	13 Orig. Set In ADF Sound	Beep sounds when original is set into the ADF. ● No, Yes	Yes
	14 Dept. Counter Mode	Monitors copy usage of each department. (1) Print usage of each department (2) Print limit of each department (3) ID code of each department	Consult with an authorized service dealer

NOTE

- The Key Operator Password is required before any changes can be made to items on this page.
- * Only 3 Paper Sizes (Letter, A4, B5) will be available when selecting Tray 1.
- ** "AUTO" Paper Size can be selected for Tray 2.
- *** Functions No. 07 to 09 are available when optional Finisher DA-FS600/FS605 is installed.

■ General Settings

Screen No.	Modes	Function	Initial Setting
04/13	15 Fold Position (A3/LDR)	● -4.0 - +4.0 mm	0.0 mm
	16 Fold Position (B4)	● -4.0 - +4.0 mm	0.0 mm
	17 Fold Position (A4/LTR-R)	● -4.0 - +4.0 mm	0.0 mm
	19 Language Sel. Priority	Selects the display message language. ● Off, On	Off
05/13	20 Date Time Setting	Sets date time registered. ● Month, Day, Year, Time	
	21 Weekly Timer	Sets the weekly On/Off timer.	Off
	22 DHCP Default	Sets the DHCP.* ● No, Yes	Yes
	23 TCP/IP Address	Sets user IP address.* ● 3 digits x 4	
	24 TCP/IP Subnet Mask	Sets the subnet mask.* ● 3 digits x 4	
06/13	25 TCP/IP Default Gateway	Sets the gateway address.* ● 3 digits x 4	
	26 DNS Server Address	Sets the DNS server.* ● No, Yes	Yes
	27 Hard Disk Initialize	Selects the HDD format/deletion. ● Format, Deletion <Sub Function> For Format : No, Yes For Deletion: Stop, Medium, High <Sub Function> For Medium/High: No, Yes When disk initialization is performed, the completion time varies depending on the amount of data accumulated on the hard disk. The approximate Maximum time to initialize the HDD, depends on the data Deletion security level setting below: Medium = 2 hours High = 3 hours	Format (Stop)
	28 Hard Disk Error Check	Selects the hard disk error check. ● Stop, Start	

NOTE

- The Key Operator Password is required before any changes can be made to items on this page.
- * When Functions No. 22 to 26 are set, cycle the power by turning the Power Switch on the Left side of the machine OFF and ON.



Function Parameters

For Key Operator

■ General Settings

Screen No.	Modes	Function	Initial Setting
07/13	30 Sleep/Shutdown Select	Selects the Sleep/Shutdown mode. ● Sleep, Shutdown	Sleep
	31 Print General Settings	Print out the General Function parameters list. ● Stop, Start	
	32 Corona Wire Cleaning	Sets the corona wire cleaning. ● Off, On	
	33 MAC Address	Indicates the MAC address.	
08/13	34 Address Book Group ID	Inputs group ID for address book.* ● 0 ~ 99	0
	35 Tandem User Parameter	Inputs parameter of user machine.*	
	36 Community Name (1)	Selects to change the SNMP of Community Name (1).* ● Enables read only.	
	37 Community Name (2)	Selects to change the SNMP of Community Name (2).* ● Enables read/write.	
	38 Device Name	Inputs the device name when necessary.* (For Status Monitor/EtherTalk Machine Name)	
09/13	39 Device Location	Inputs the device location when necessary.* (For Status Monitor)	
	40 Daylight Time	Set the daylight time according to your local regulations.*** ● No, MAR 2nd, APR 1st	MAR 2nd
	41 Routing Menu Function	Selects the Document Distribution function.** ● No, Yes	No
	42 Doc. Dist Server Name	Inputs the Document Distribution System routing server name.**	
10/13	43 Doc Dist Server IP	Inputs the Document Distribution System routing server IP address.** ● 3 digits x 4	0. 0. 0. 0.
	45 Special Paper Tray 3	Sets the Paper Tray for special paper (Ex.: colored). ● None, Tray 1, Tray 2, Tray 3, Tray 4, LCT, Bypass	None
	46 Special Paper Tray 4	Sets the Paper Tray for special paper (Ex.: colored). ● None, Tray 1, Tray 2, Tray 3, Tray 4, LCT, Bypass	None
	47 Special Paper Tray 5	Sets the Paper Tray for special paper (Ex.: colored). ● None, Tray 1, Tray 2, Tray 3, Tray 4, LCT, Bypass	None

NOTE

- * When Functions No. 34 to 39 are set, cycle the power by turning the Power Switch on the Left side of the machine OFF and ON.
- ** When the optional Document Distribution System (DA-WR10) is installed.
- *** MAR 2nd: From 2:00 AM 2nd Sunday of March to 2:00 AM 1st Sunday of November.
APR 1st: From 2:00 AM 1st Sunday of April to 2:00 AM Last Sunday October.
 - This setting is applied from March 2007. If you select "MAR 2nd" before March 2007, the daylight time will automatically set to "APR 1st".

■ General Settings

Screen No.	Modes	Function	Initial Setting
10/13	48 Data Deletion Of HD	Selects the deletion level of hard disk data in every copy/scan/print job. ● Basic, Medium, High Every copy/print job data is automatically deleted after each job is completed. Select one of the 3 available Data deletion security levels (Basic, Medium and High). For higher security select Medium and High, however, the deletion time increases with the increase in security level, and may take longer to erase the data.	Basic
	49 Copy Bin Home Position	Sets the copy bin to return to its home position. ● Off, On	Off
11/13	50 Key Operator Password	Input the Key Operator Password.	00000000
	51 HD Drive Lock Settings	Sets or releases the Drive Lock, or changes the password for the Drive Lock. ● Set Drive Lock ● Change Password ● Release Drive Lock	
12/13	55 User Authentication	Enables or disables the user authentication for each function. (copying, faxing, scanning, and printing) ● Copy, Fax, Scanner, Printer ● Time Zone	Off (For each function) Depends on Country code.
	56 Authentication Method*	Selects the authentication method to use by the User Authentication function. ● Clear Text, NTLM	NTLM
	57 Administrator Name	Inputs the system administrator name and password.	
	58 ID Timeout*	Selects the valid period of authentication. ● Auto Reset Time, After Every Job	Auto Reset Time
	59 Logon Attempts*	Sets the permitted number of logon attempts. ● 0 ~ 9	0
13/13	60 Lockout Time*	Sets the time period for the system lockout when the permitted number of logon attempts is exceeded during the user authentication. ● 1 ~ 60	5
	61 User Auth. Domain	Sets the NetBIOS domain and DNS suffix to use for user authentication. ● 00 ~ 09	

* No. 56, 58, 59, 60 are only available when No.55 setting is set to On.

■ Copier Settings

Screen No.	Modes	Function	Initial Setting
01/05	00 Paper Size Priority	Selects paper size priority. ● LEDGER, LEGAL, LETTER, LETTER-R, INVOICE, A3, B4, A4, A4-R, B5, B5-R, A5, 8 x 13, 8.5 x 13	LETTER
	01 Original Mode Default	Selects original setting. ● Text, T/P (Text/Photo), Photo	T/P

NOTE

● The Key Operator Password is required before any changes can be made to items on this page.



Function Parameters

For Key Operator

■ Copier Settings

Screen No.	Modes	Function	Initial Setting
01/05	02 Text Contrast	Selects contrast for Text mode. ● 1 ~ 7	4
	03 T/P Contrast	Selects contrast for Text/Photo mode. ● 1 ~ 7	4
	04 Photo Contrast	Selects contrast for Photo mode. ● 1 ~ 7	4
02/05	06 Interleaving Default	Selects OHP interleaving paper. ● Blank, Copy	Blank
	07 Page Insertion Default	Selects page insertion. ● Blank, Copy	Blank
	08 Cover Mode Default	Selects cover paper. ● F, Blank, F, Copy FB, Blank, FB, Copy (F: Front, FB: Front + Back)	F, Blank
	09 Job Build And SADF Mode	Enables or disables the use of SADF function. ● No, Yes	Yes
03/05	10 Maximum Copy Setting	Determines whether to limit number of copies (0-99).	0 (No limit)
	12 M1, Size	Inputs a size in job memory 1 for frequently used size. ● X: 5~432/Y: 5~297 mm (See pages 62-63)	70 x 160 mm (X) (Y)
	13 M2, Size	Inputs a size in job memory 2 for frequently used size. ● X: 5~432/Y: 5~297 mm (See pages 62-63)	95 x 220 mm (X) (Y)
04/05	16 Memory Overflow Warning	Selects the task to perform when memory overflow occurs. ● Print, Cancel	Print
	17 Toner Save Mode (T)	Selects the toner save in Text mode. ● None, Level 1, Level 2*	None
	18 Toner Save Mode (T/P)	Selects the toner save in Photo/Text mode. ● None, Level 1, Level 2*	None
	19 Toner Save Mode (P)	Selects the toner save in Photo mode. ● None, Level 1, Level 2*	None
05/05	20 Add New Tandem Desti.	Inputs a new destination to split the copy job.	
	21 Edit Tandem Destination	Edits the split copy job destination.	
	22 Delete Tandem Desti.	Deletes the split copy job destination.	
	23 Copier Settings Print	Prints the copier settings. ● Stop, Start	

NOTE

- The Key Operator Password is required before any changes can be made to items on this page.
- * "Level 1 or 2" setting consumes less Toner than "None" setting, however, the copy quality will diminish slightly.
Toner saving is based on the Panasonic 6 % density Test Chart (N910653):
Level 1: Uses approximately 10 % less Toner than None setting.
Level 2: Uses approximately 20 % less Toner than None setting.

■ Printer Settings

Screen No.	Modes	Function	Initial Setting
01/03	00 Job Completion Time	Sets the job completion time setting. ● 1 ~ 999 sec.	180
	01 Page Protection	Compresses automatically and then prints out. ● Off, On	Off
	02 Error Page Print	Sets the error page printout. ● Off, On	On
	03 Spool Function	Sets the spool function. ● Off, On	On
	04 Text Print	Prints text page only. ● Off, On	On
02/03	05 PS Configuration Print	Prints the PS status page.* ● Stop, Start	
	06 Printer Settings Print	Prints the printer status. ● Stop, Start	
	07 Font List Print (PCL)	Prints the PCL font list.* ● Stop, Start	
	08 Font List Print (PS)	Prints the PS font list.* ● Stop, Start	
	09 Mailbox Data Holding	Sets the automatic holding period of mailbox data. ● Infinity, 1 day, 2 days, 3 days, 4 days, 6 days, 7 days	7 days
03/03	10 Delete Mailbox Data	Deletes the mailbox data. ● All, Before	Before
	11 Print Queue Delete	Sets the delete authorization for the print queue. ● Free, Key op. (operator)	Key op.
	12 AppleTalk Zone Name	Inputs an AppleTalk Zone name.** ● Maximum 32 characters	
	13 NetWare	Sets the NetWare Operating System.** ● Off, On (When using IPX/SPX protocol of Novell NetWare)	On

NOTE

● The Key Operator Password is required before any changes can be made to items on this page.

* Functions No. 05, 07, and 08 are available when the following options are installed.
Function No. 07: Printer Controller Module (DA-PC800)

Function No. 05 and 08: Multi Page Description language Controller Module (DA-MC800)

** When Function No. 12 or 13 is set, cycle the power by turning the Power Switch on the Left Side of the machine OFF and ON.

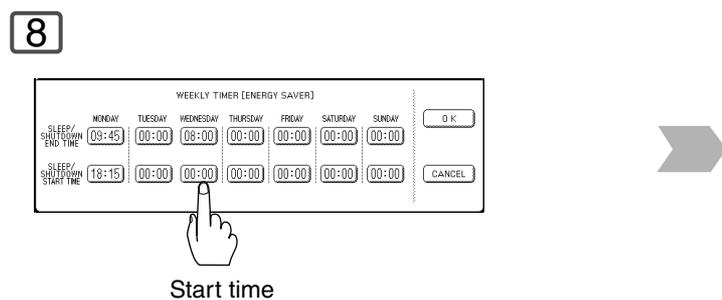
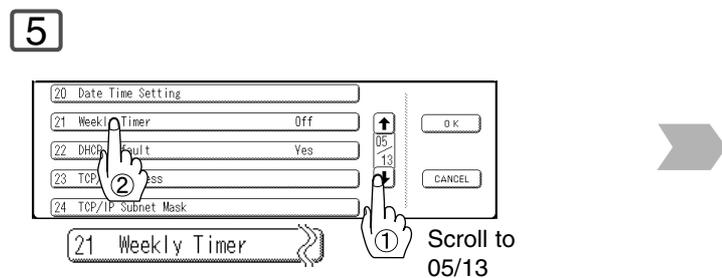
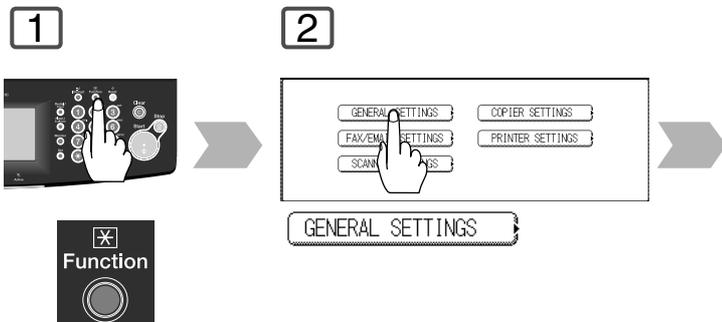


Function Parameters

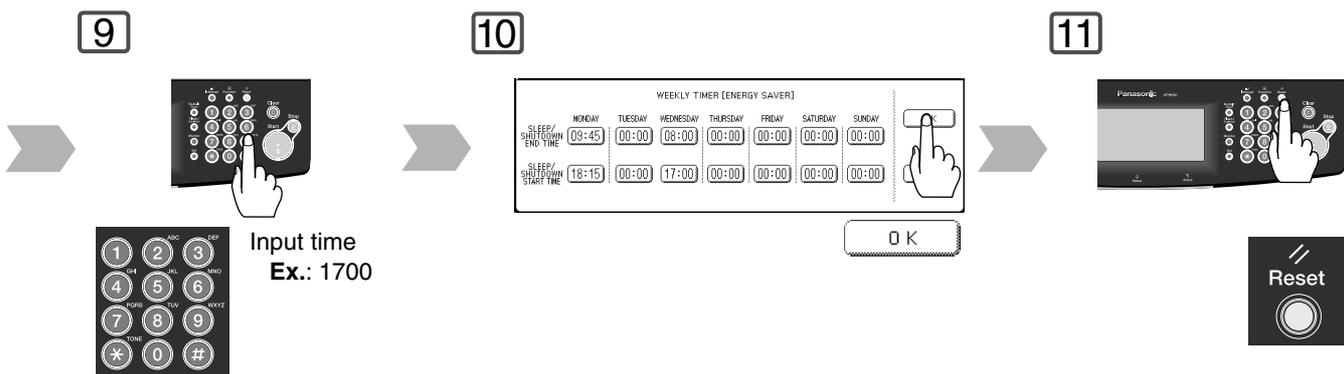
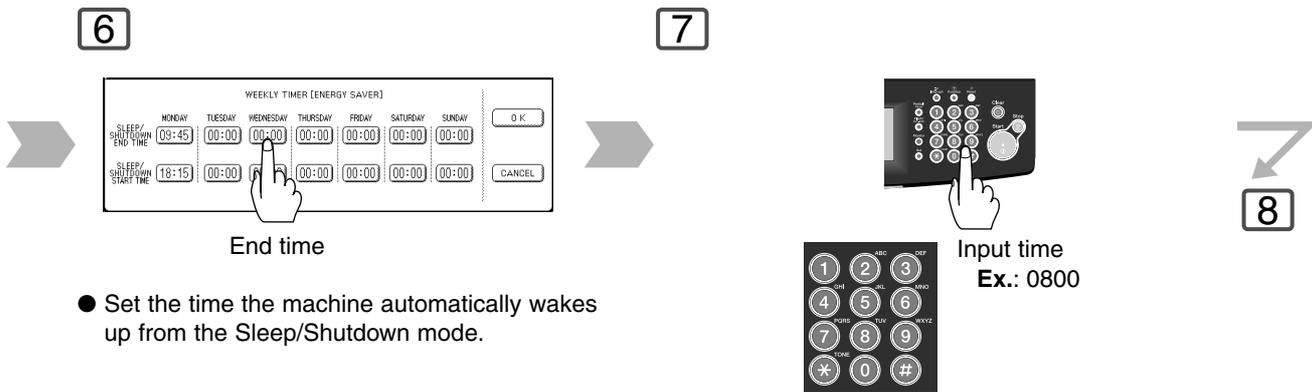
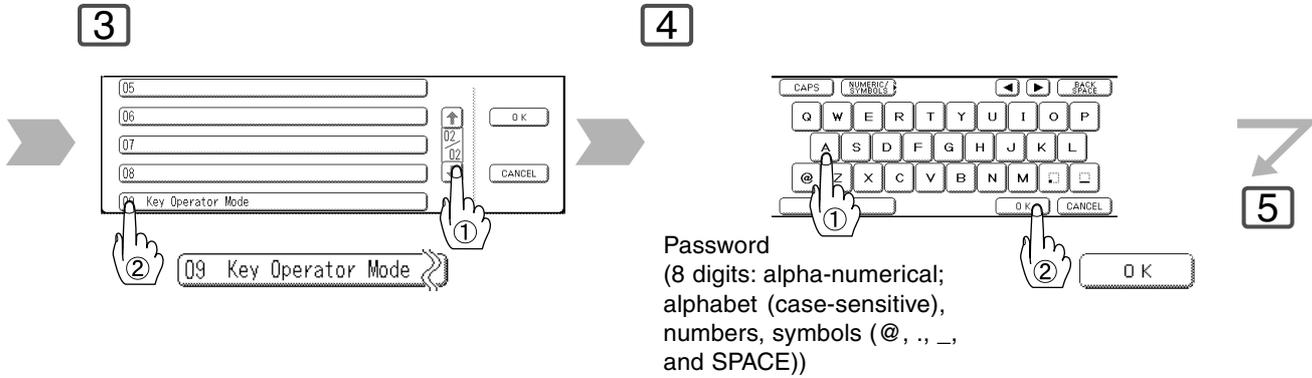
Examples

Weekly Timer

Key Operator can administer the weekly On/Off timers.



- Set the time the machine automatically starts the Sleep/Shutdown mode.



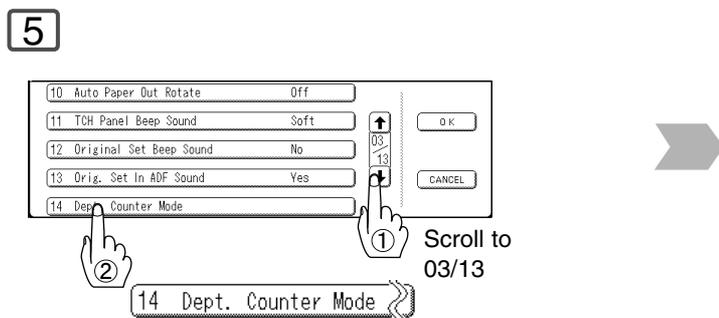
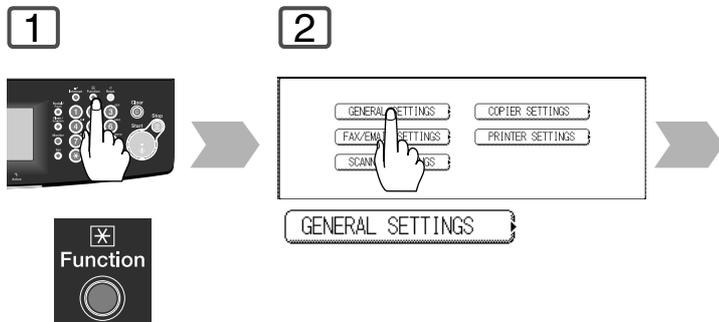


Function Parameters

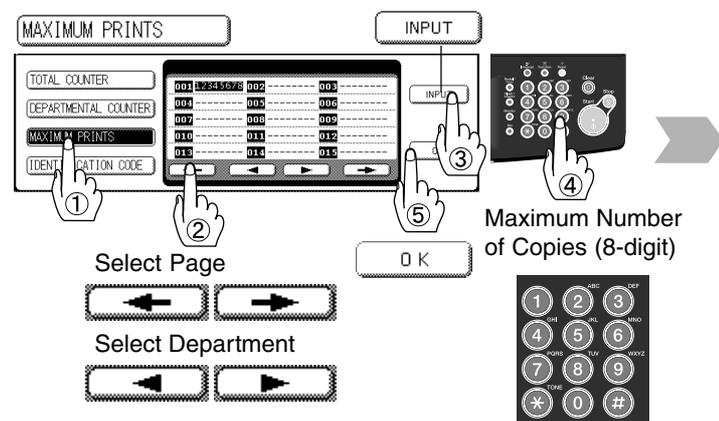
Examples

■ Registering a department counter

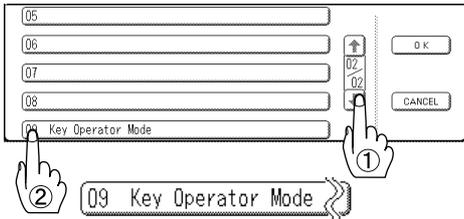
The Department Counter feature can limit the number of copies, administer counters and Identification Code numbers for each department. (Maximum Number of Departments: 300) Contact your authorized service provider to enable the Department Counter feature.



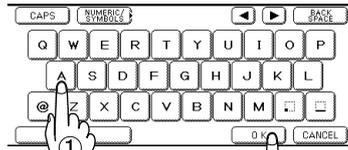
7 For Maximum Prints



3



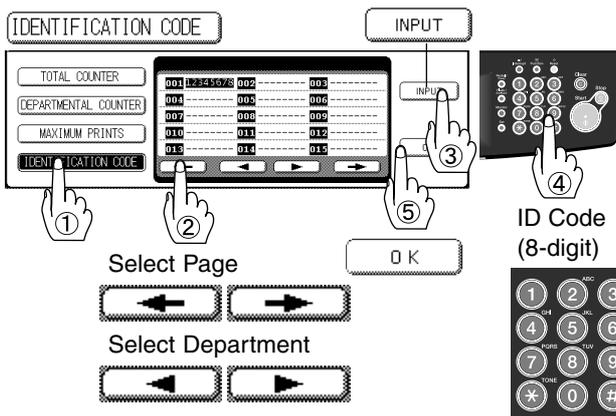
4



①
 Password
 (8 digits: alpha-numerical;
 alphabet (case-sensitive),
 numbers, symbols (@, ., _,
 and SPACE))

5

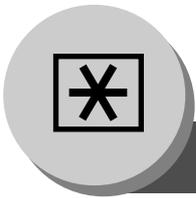
6 For Identification Code



⑥ Input a Department Name (up to 25 characters) using the QWERTY Keyboard, and touch the OK button. (See page 13, How to use the QWERTY Keyboard)

8

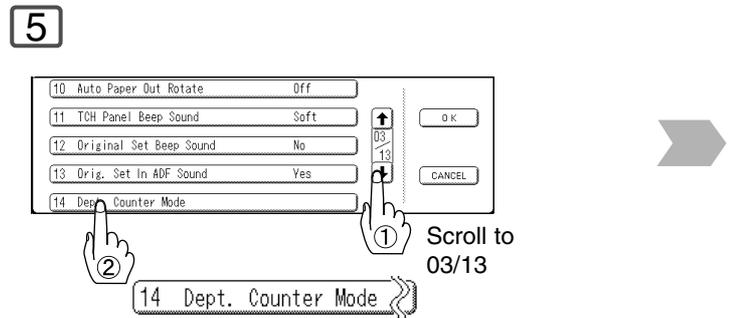
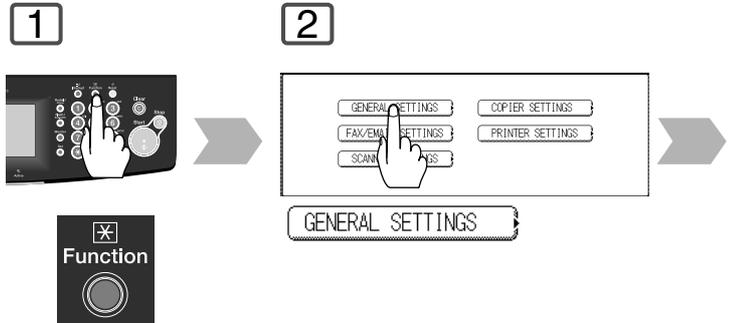




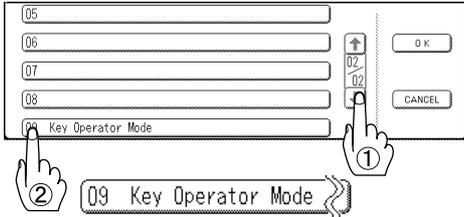
Function Parameters

Examples

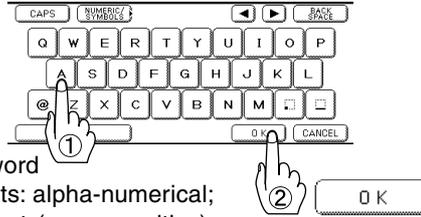
■ Verifying a department counter



3



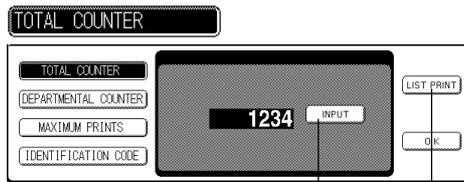
4



Password
 (8 digits: alpha-numerical;
 alphabet (case-sensitive),
 numbers, symbols (@, ., _,
 and SPACE))

5

6 For Total Counter

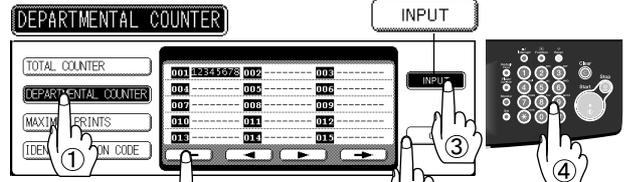


Displays the sum of all the
 active department counters.

Prints all the
 active
 department
 counters.

To clear the total counter, touch the
 INPUT button, enter 0 and touch the
 OK button.

7 For Department Counter



Select Page
 

Select Department
 

Clear the
 counter (8-digit)
 to "0"



8



Others

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memo

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