

MULTIFUNCTIONAL DIGITAL COLOR SYSTEMS

Operator's Manual

**e-STUDIO4520c Series
with GA-1211**

**e-STUDIO6530c Series
with GA-1310**

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Preface


Thank you for purchasing TOSHIBA Multifunctional Digital Color Systems. This manual provides information about system restrictions and the GA-1211/GA-1310 specific functions applied when the GA-1211/GA-1310 controller is connected to the e-STUDIO4520C Series/e-STUDIO6530C Series. Read this manual before using your Multifunctional Digital Color Systems. Keep this manual within easy reach, and use it to configure an environment that makes the best use of the e-STUDIO's functions.


Regarding operations and functions other than those described in this manual, refer to the e-STUDIO's manuals.

■ How to read this manual

□ Symbols in this manual

In this manual, some important items are marked with the symbols shown below. Be sure to read these items before using this equipment.

 **WARNING** Indicates a potentially hazardous situation which, if not avoided, could result in death, serious injury, or serious damage, or fire in the equipment or surrounding assets.

 **CAUTION** Indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injury, partial damage to the equipment or surrounding assets, or loss of data.

Note

Indicates information to which you should pay attention when operating the equipment.

Other than the above, this manual also marks information that may be useful for the operation of this equipment with the following signs:

Tip

Describes handy information that is useful to know when operating the equipment.



Pages describing items related to what you are currently doing. See these pages as required.

□ Screens

- Screens in this manual may differ from the actual displays depending on the use-environment of the equipment, such as the installed status of options.
- Screens of when paper in the A/B format is used are given in this manual. If you use paper in the LT format, the display or the order of buttons may differ from that of your equipment.

□ Trademarks

- The official name of Windows 2000 is Microsoft Windows 2000 Operating System.
- The official name of Windows XP is Microsoft Windows XP Operating System.
- The official name of Windows Vista is Microsoft Windows Vista Operating System.
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RESTRICTIONS

This chapter describes system restrictions when the GA-1211 controller is connected to the e-STUDIO4520C series or GA-1310 controller is connected to the e-STUDIO6530C series.

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Operations from the Control Panel

The e-STUDIO4520C series machine with the GA-1211 controller attached or e-STUDIO6530C series machine with the GA-1310 controller attached has several restrictions in the following operations:

- 📖 P.6 "COPY"
- 📖 P.6 "SCAN"
- 📖 P.7 "PRINT"
- 📖 P.7 "FAX"
- 📖 P.8 "USER FUNCTIONS"
- 📖 P.9 "JOB STATUS"

Tips

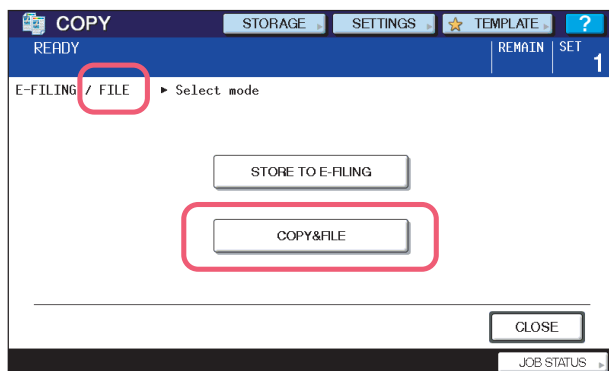
- Buttons and items enclosed in red lines on the following screenshots in this section disappear or become dim when the controller is connected to the equipment.
- All the touch panel figures in this guide are examples of the e-STUDIO4520C series. Although the size of the screen differs between the e-STUDIO4520C series and the e-STUDIO6530C series, the displayed objects and their functions are the same.

■ COPY

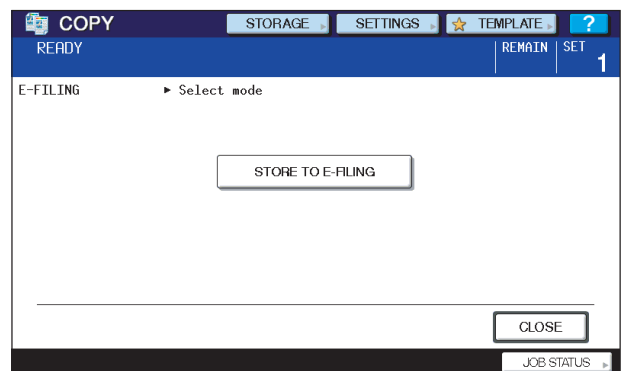
The following related to the [COPY] button cannot be used when the controller is connected to the equipment:

- The COPY&FILE function for copying originals and storing the data in the shared folder or a specified network folder at the same time

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Tip

To learn more about STORE TO E-FILING, refer to the *e-Filing Guide*.

■ SCAN

The following related to the [SCAN] button cannot be used when the controller is connected to the equipment:

- The Scan to File function for sending and storing scans to a shared folder in the equipment's hard disk or a specified network folder
- The Web Service (WS) Scan function for scanning images from a client computer through the network by using the functions of Windows Vista

Note

The SCAN menu displayed by pressing the [SCAN] button contains the GA-1211/GA-1310 specific functions. For details, see the following section:

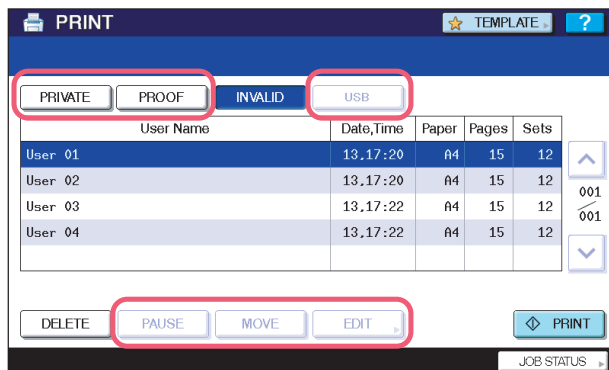
- 📖 P.21 "SCAN"

PRINT

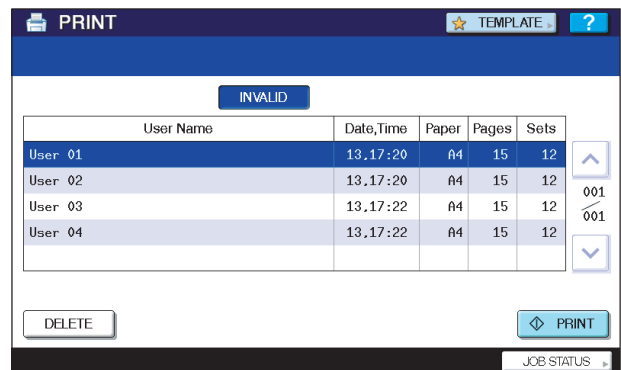
The following related to the [PRINT] button cannot be used when the controller is connected to the equipment:

- The Private Print function for printing a document from a computer on the network only when a set password is keyed in to the equipment's control panel
- The Proof Print function for printing only a single copy as a sample and suspending the rest of the job when you print multiple copies from a computer on the network
- The USB Direct Print function for printing files saved in a USB storage device that is connected to the USB port on the equipment
- The [PAUSE]/[RESUME] buttons for pausing/resuming jobs in the list
- The [MOVE] button for changing the order of the jobs by moving them within the list
- The [EDIT] button for changing the number of copies to print

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Tip

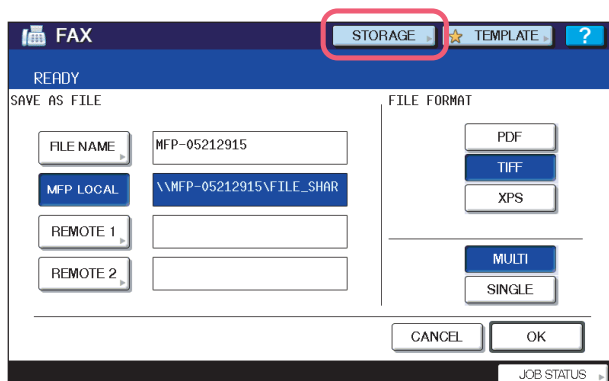
For details on the PRINT screen, refer to the *Printing Guide*.

FAX

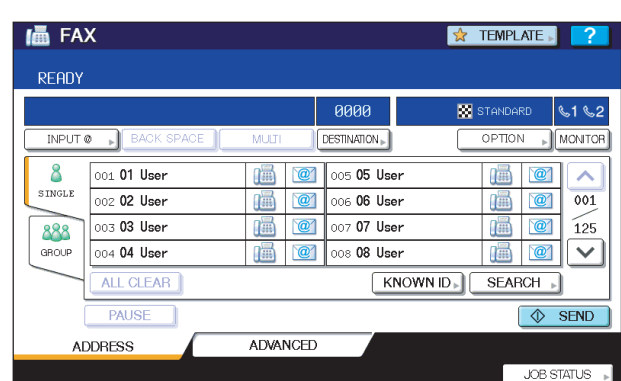
The following related to the [FAX] button cannot be used when the controller is connected to the equipment:

- The FAX&FILE function for sending originals and storing the data in the shared folder or a specified network folder at the same time

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Tip

For details on the FAX screen, refer to the *GD-1250/GD-1260/GD-1270 Operator's Manual for FAX Unit*.

■ USER FUNCTIONS

The e-STUDIO4520C series machine with the GA-1211 controller attached or e-STUDIO6530C series machine with the GA-1310 controller attached has several restrictions in the following operation menus:

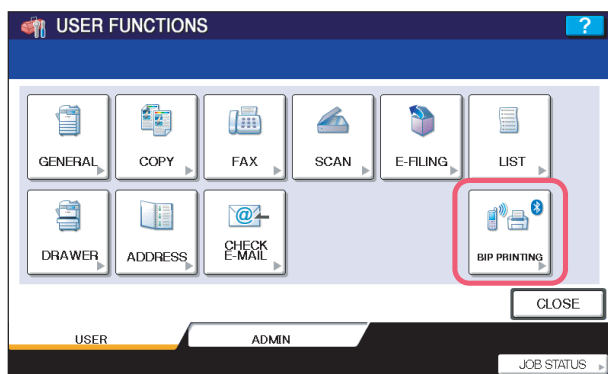
- 📖 P.8 "USER menu in USER FUNCTIONS"
- 📖 P.8 "ADMIN menu in USER FUNCTIONS"

□ USER menu in USER FUNCTIONS

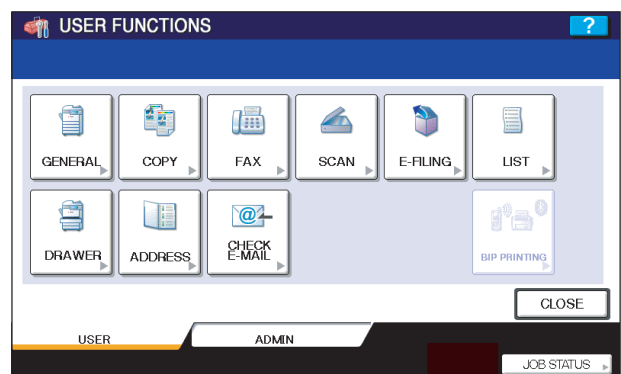
The following related to the USER menu cannot be used when the controller is connected to the equipment:

- The BLUETOOTH PRINTING setting that allows you to print an image from any devices, such as mobile phones or digital cameras, which the Bluetooth module is equipped and standard BIP/OPP/FTP printing is supported

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Tip

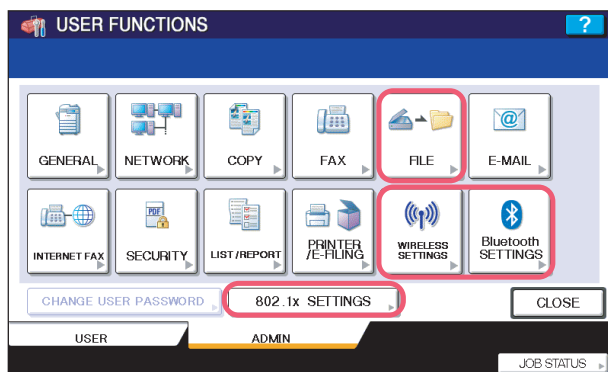
For details on the USER menu in the USER FUNCTIONS screen, refer to the *MFP Management Guide*.

□ ADMIN menu in USER FUNCTIONS

The following related to the ADMIN menu cannot be used when the controller is connected to the equipment:

- The FILE setting that allows you to automatically delete files stored by the Scan to File operation
- The WIRELESS SETTINGS menu that allows you to set up the equipment for wireless networks
- The BLUETOOTH SETTINGS menu that allows you to configure the Bluetooth setting options
- The 802.1X SETTINGS menu that allows you to make settings for IEEE 802.1X authentication that will apply to wired networks

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Tip

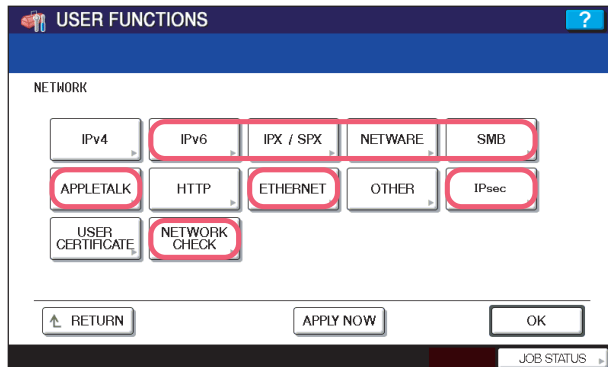
For details on the ADMIN menu in the USER FUNCTIONS screen, refer to the *MFP Management Guide*.

NETWORK menu in ADMIN menu

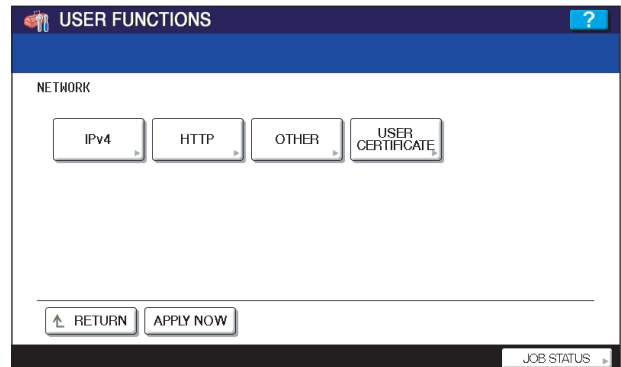
The following provided for the NETWORK menu are unavailable.

- [IPv6]
- [NETWARE]
- [APPLETALK]
- [IPsec]
- [IPX/SPX]
- [SMB]
- [ETHERNET]
- [NETWORK CHECK]

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Note

The setting operations for [IPv4] and [HTTP] differ depending on the equipment with or without the controller. For instructions on how to make settings for [IPv4] and [HTTP] on the equipment with the controller, see the following section:

📖 P.32 “USER FUNCTIONS”

Tip

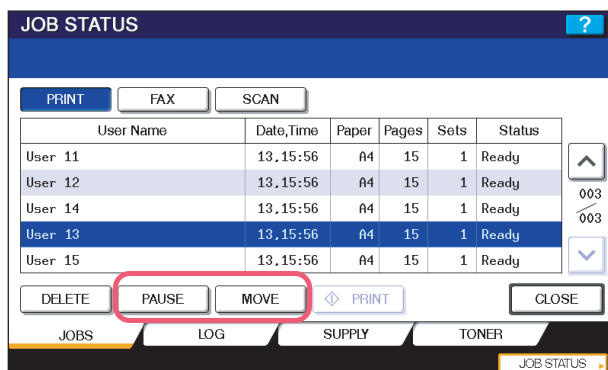
To learn more about OTHER and USER CERTIFICATE, refer to the *MFP Management Guide*.

JOB STATUS

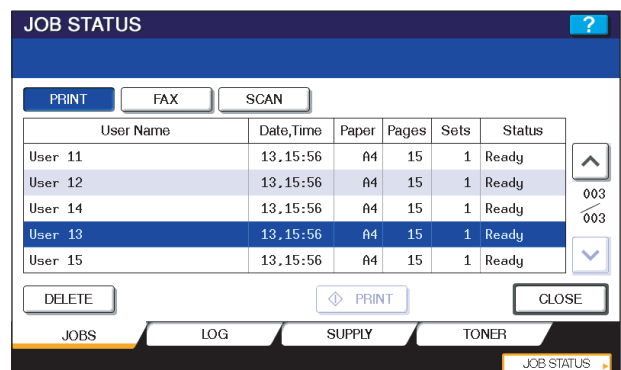
The following related to the PRINT JOB STATUS screen cannot be used when the controller is connected to the equipment:

- The [PAUSE]/[RESUME] buttons for pausing/resuming jobs in the list
- The [MOVE] button for changing the order of the jobs by moving them within the list

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Tip

For details on the PRINT JOB STATUS screen, refer to the *Printing Guide*.

■ INTERRUPT

The [INTERRUPT] button on the control panel cannot be used while printing is in progress when the controller is connected to the equipment.

Tip

For details on the [INTERRUPT] button, refer to the ***Copying Guide***.

TopAccess USER Mode

The e-STUDIO4520C series machine with the GA-1211 controller attached or e-STUDIO6530C series machine with the GA-1310 controller attached has several restrictions in the following TopAccess USER mode operations:

- 📖 P.11 “Launching TopAccess”
- 📖 P.11 “TopAccess top page”
- 📖 P.12 “Registering from TopAccess”

■ Launching TopAccess

The following methods for launching TopAccess cannot be used when the controller is connected to the equipment:

- Launching TopAccess by using the TopAccessDocMon link
- Launching TopAccess from Network Map (Windows Vista)

Note

The operation for launching TopAccess differs depending on the equipment with or without the controller. For instructions on how to launch TopAccess on the equipment with the controller, see the following section:

- 📖 P.35 “Launching TopAccess from the WebTools home page”

■ TopAccess top page

The following link for downloading the client software cannot be used when the controller is connected to the equipment:

- The [Install Software] link

e-STUDIO4520C series/e-STUDIO6530C series

The screenshot shows the TopAccess web interface for an e-STUDIO4520C series machine. The interface includes a navigation menu with tabs for Device, Job Status, Logs, Registration, Counter, User Management, and Administration. The main content area displays device information and options.

Device Information

Status	Ready
Name	MFP-05296074
Location	
Copier Model	TOSHIBA e-STUDIO4520C
Serial Number	CAL701021
Main Memory Size	1024 MB
Page Memory Size	512 MB
Save as File Space Available	9995 MB
Store to e-Filing Space Available	13988 MB
Fax Transmission Space Available	3499 MB
Fax Reception Space Available	500 MB
Work Space Available	99 %
Contact Information	
Phone Number	
Message	
Alerts	•

Options

Finisher	None
Hole Punch Unit	None
Fax	Installed

Toner

Yellow(Y)	100 %
Magenta(M)	100 %
Cyan(C)	100 %
Black(K)	100 %

Paper

Drawer	Size	Type	Capacity	Status
Drawer 1	A4	Plain	500	Paper Available
Drawer 2	A4R	Plain	500	Near Empty
Drawer 3	A3	Plain	500	Near Empty
Drawer 4	A4R	Plain	500	Near Empty

The 'Install Software' link is circled in red in the bottom left corner of the interface.

Tip

All the screenshots in this manual are examples from Windows Vista.

e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series

The screenshot shows the TopAccess web interface for a TOSHIBA e-STUDIO4520C. The 'Device' page includes a navigation menu (Device, Job Status, Logs, Registration, Counter, User Management, Administration) and a 'Device Information' table with the following data:

Device Information	
Status	Ready
Name	MFF-05296074
Location	
Copier Model	TOSHIBA e-STUDIO4520C
Serial Number	CAL701021
Main Memory Size	1024 MB
Page Memory Size	512 MB
Save as File Space Available	9995 MB
Store to e-Filing Space Available	13988 MB
Fax Transmission Space Available	3499 MB
Fax Reception Space Available	500 MB
Work Space Available	99 %
Contact Information	
Phone Number	
Message	
Alerts	•

Other sections include 'Options' (Finisher: None, Hole Punch Unit: None, Fax: Installed), 'Toner' (Yellow: 100%, Magenta: 100%, Cyan: 100%, Black: 100%), and 'Paper' (4 drawers with capacities of 500 sheets each).

Tip

For details on the TopAccess top page, refer to the **TopAccess Guide**.

■ Registering from TopAccess

□ Registering private templates

The following combinations of private template agents cannot be used when the controller is connected to the equipment:

- The Copy agent cannot be combined with the Save as file agent.

e-STUDIO4520C series/e-STUDIO6530C series

The screenshot shows the 'Template Properties' page for the e-STUDIO4520C series. The 'Copy' agent is selected (checked), and the 'Save as file' agent is also selected (checked). Other agents like Fax / InternetFax, Scan, Email, and Store to e-Filing are not selected.

e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series

The screenshot shows the 'Template Properties' page for the e-STUDIO machine with the controller. The 'Copy' agent is selected (checked), and the 'Save as file' agent is also selected (checked), highlighted with a red circle. Other agents like Fax / InternetFax, Scan, Email, and Store to e-Filing are not selected.

- The Fax / InternetFax agent cannot be combined with any other agents.

e-STUDIO4520C series/e-STUDIO6530C series


The screenshot shows the 'Template Properties' page for the e-STUDIO4520C series. The 'Fax / InternetFax' agent is selected (checked), and the 'Save as file' agent is also selected (checked). Other agents like Copy, Scan, Email, and Store to e-Filing are not selected.

e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series

The screenshot shows the 'Template Properties' page for the e-STUDIO machine with the controller. The 'Fax / InternetFax' agent is selected (checked), and the 'Save as file' agent is also selected (checked), highlighted with a red circle. Other agents like Copy, Scan, Email, and Store to e-Filing are not selected.

Note

When the controller is connected to the equipment, the GA-1211/GA-1310 specific agents ([SMB/FTP/OTHER] check box) appear in the above page. From this page, you can create the GA-1211/GA-1310 specific private templates. For instructions on how to create them, see the following section:

 P.35 "Registering or editing GA-1211/GA-1310 specific private templates"

Furthermore, the data destination of the Save as file agent is fixed to "Save to USB Media".

e-STUDIO4520C series/e-STUDIO6530C series

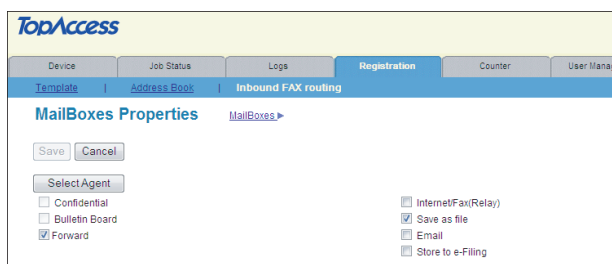
Save as file Setting	
File Format	PDF(Multi)
Encryption	Disable
Destination	\\MFP-05298074\FILE_SHARE
File Name	DocYYMMDD(YYMMDD is a date)

e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series

Save as file Setting	
File Format	PDF(Multi)
Encryption	Disable
Destination	Save to USB Media
File Name	DocYYMMDD(YYMMDD is a date)

□ Setting up mailboxes

Creating a Forward mailbox combined with the Save as file agent is unavailable when the controller is connected to the equipment.

e-STUDIO4520C series/e-STUDIO6530C series


TopAccess

Device | Job Status | Logs | **Registration** | Counter | User Manag

Template | Address Book | Inbound FAX routing

MailBoxes Properties MailBoxes >

Save Cancel

Select Agent

Confidential Internet/Fax(Relay)

Bulletin Board Save as file

Forward Email

Store to e-Filing

e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series


TopAccess

Device | Job Status | Logs | **Registration** | Counter | User Manag

Template | Address Book | Inbound FAX routing

MailBoxes Properties MailBoxes >

Save Cancel

Select Agent

Confidential Internet/Fax(Relay)

Bulletin Board Save as file

Forward Email

Store to e-Filing

Tip

For details on the mailbox setting, refer to the *TopAccess Guide*.

TopAccess ADMIN Mode

The e-STUDIO4520C series machine with the GA-1211 controller attached or e-STUDIO6530C series machine with the GA-1310 controller attached has several restrictions in the following TopAccess ADMIN mode operations:

- 📖 P.14 "Setting up from TopAccess"
- 📖 P.17 "Maintaining from TopAccess"
- 📖 P.17 "Registering from TopAccess"

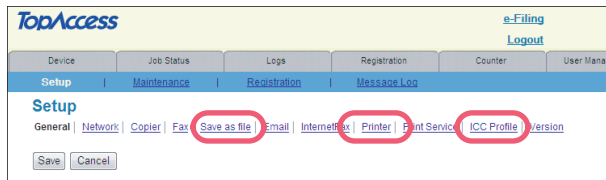
■ Setting up from TopAccess

□ Setup page

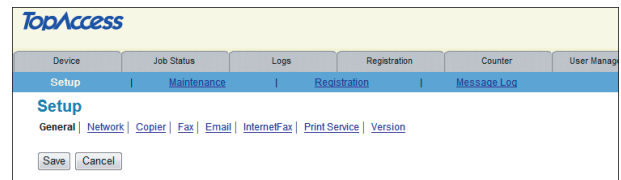
The following menus are unavailable when the controller is connected to the equipment:

- Save as file
- Printer
- ICC Profile

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Tip

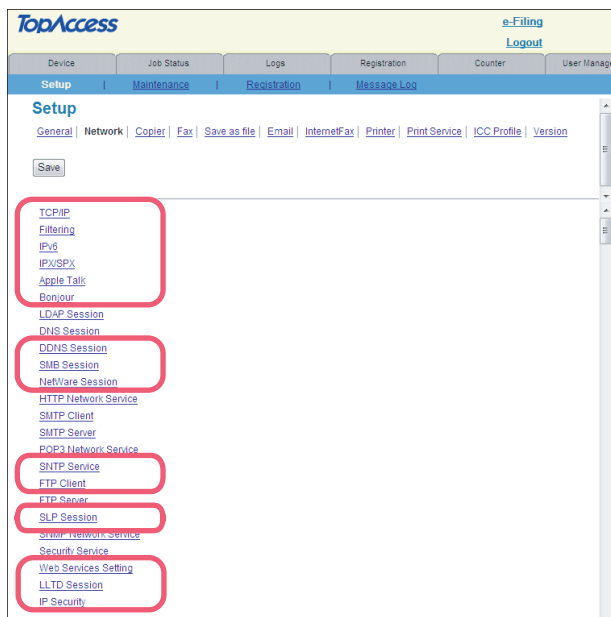
For details on the Setup page, refer to the *TopAccess Guide*.

□ Setting up Network settings

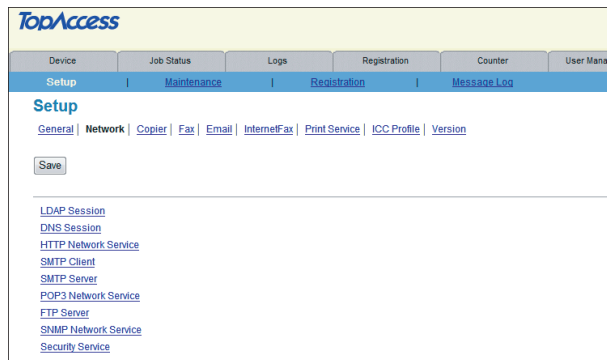
The following provided for the Network submenu are unavailable when the controller is connected to the equipment:

- | | | |
|------------------------|----------------|-------------------|
| • TCP/IP | • Filtering | • IPv6 |
| • IPX/SPX | • AppleTalk | • Bonjour |
| • DDNS Session | • SMB Session | • NetWare Session |
| • SNTP Service | • FTP Client | • SLP Session |
| • Web Services Setting | • LLTD Session | • IP Security |

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series

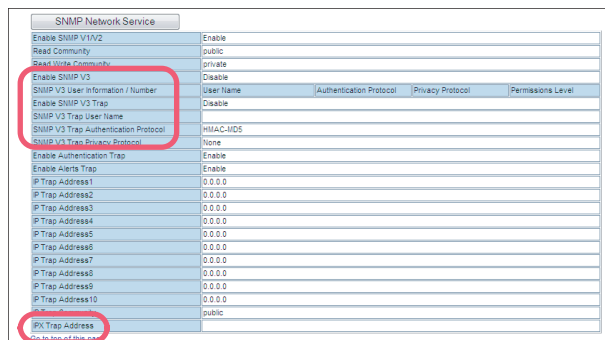


Setting up SNMP Network Service

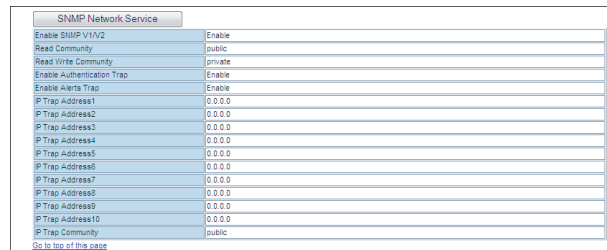
The following provided for the SNMP Network Service are unavailable when the controller is connected to the equipment.

- Enable SNMP V3
- SNMP V3 User Information/ Number
- Enable SNMP V3 Trap
- SNMP V3 Trap User Name
- SNMP V3 Trap Authentication Protocol
- SNMP V3 Trap Privacy Protocol
- IPX Trap Address

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Setting up Security Service

The following related to Security Service cannot be used when the controller is connected to the equipment:

- Certificate for Wireless LAN
- Certificate for IP SEC
- Certificate for IEEE802.1X

e-STUDIO4520C series/e-STUDIO6530C series

Security Service	
Certificate for Wireless LAN	Not installed
Certificate for Server Protocols	Not installed
Certificate for IPsec	Not installed
Certificate for IEEE802.1X	Not installed
CA Certificate	Not installed
Go to top of this page	

e-STUDIO machine with the controller or
e-STUDIO4520C Pro series/e-STUDIO6530C Pro series

Security Service	
Certificate for Server Protocols	Not installed
CA Certificate	Not installed
Go to top of this page	

Tip

For details on the Network settings screen, refer to the **TopAccess Guide**.

□ Setting up Print Service settings

The following related to Print Service cannot be used when the controller is connected to the equipment:

- Raw TCP Print
- LPD Print
- IPP Print
- FTP Print
- NetWare Print

e-STUDIO4520C series/e-STUDIO6530C series

TopAccess e-Filing Logout

Device | Job Status | Logs | Registration | Counter | User Management

Setup | Maintenance | Registration | Message Log

Setup

General | Network | Copier | Fax | Save as file | Email | InternetFax | Printer | **Print Service** | ICC Profile | Version

Save Cancel

Print Service Setting

Raw TCP Print

Enable Raw TCP: Disable

Port Number: 9100

Enable Raw bi-directional: Disable

LPD Print

Enable LPD: Disable

Port Number: 515

Banners: OFF

IPP Print

Enable IPP: Disable

Port80 Enable: Enable

Port Number: 631

URL: http://172.16.16.133:631/Print

Enable SSL: Disable

SSL Port Number: 443

SSL URL: https://172.16.16.133:443/Print

Administrator's Name: admin

Administrator's Password: *****

Authentication: Disable

User Name: user

Password: *****

FTP Print

Enable FTP Printing: Disable

Port Number: 50021

Print User Name: Print

Print Password:

NetWare Print

Login Name: MFP_05296074

Password:

Print Queue Scan Rate: 5

Email Print

Enable Print Header: Disable

Enable Print Message Body: Enable

Maximum Email Body Print: 5

Enable Print Email Error: Enable

Enable Email Error Forward: Disable

Email Error Transfer Address:

Enable Partial Email: Enable

Partial Wait time: 24

MDN Reply: Disable

Install Software | Top | Help | ©2003-2008 TOSHIBA TEC CORPORATION All Rights Reserved

e-STUDIO machine with the controller or
e-STUDIO4520C Pro series/e-STUDIO6530C Pro series

TopAccess

Device | Job Status | Logs | Registration | Counter | User Management

Setup | Maintenance | Registration | Message Log

Setup

General | Network | Copier | Fax | Email | InternetFax | **Print Service** | ICC Profile | Version

Save Cancel

Print Service Setting

Email Print

Enable Print Header: Disable

Enable Print Message Body: Enable

Maximum Email Body Print: 5

Enable Print Email Error: Enable

Enable Email Error Forward: Disable

Email Error Transfer Address:

Enable Partial Email: Enable

Partial Wait time: 24

MDN Reply: Disable

Tip

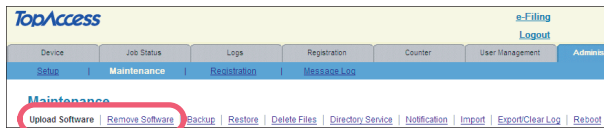
To learn more about Email Print, refer to the **TopAccess Guide**.

■ Maintaining from TopAccess

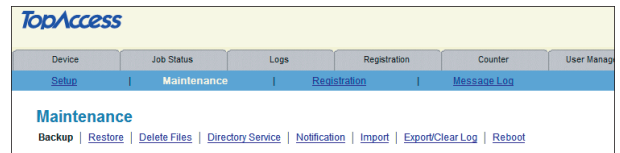
The following menus are unavailable when the controller is connected to the equipment:

- Upload Software
- Remove Software

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Tip

For details on the Maintenance screen, refer to the *TopAccess Guide*.

■ Registering from TopAccess

□ Registering public templates

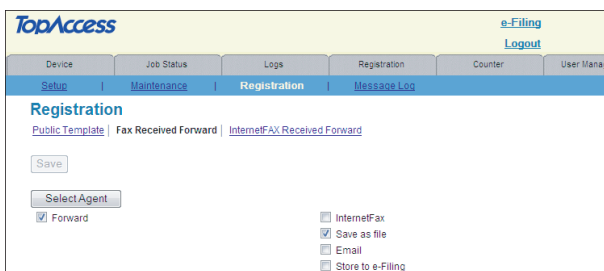
The restrictions applied for making public templates are the same as those for private templates. For details, see the following section:

📖 P.12 “Registering private templates”

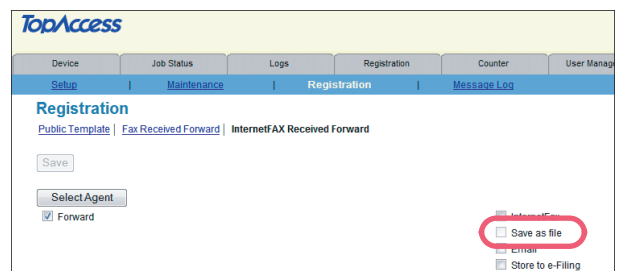
□ Registering Fax and Internet Fax received forward

Creating a Forward mailbox combined with the Save as file agent is unavailable when the controller is connected to the equipment.

e-STUDIO4520C series/e-STUDIO6530C series



e-STUDIO machine with the controller or e-STUDIO4520C Pro series/e-STUDIO6530C Pro series



Tip

For details on the mailbox setting, refer to the *TopAccess Guide*.

Software Included in the e-STUDIO Client Utilities CD-ROM

The e-STUDIO Client Utilities CD-ROM contains the drivers and utilities listed below. However, some of them are unavailable when the controller is connected to the equipment.

	e-STUDIO4520C series/ e-STUDIO6530C series	e-STUDIO machine with the controller or e-STUDIO4520C Pro series/ e-STUDIO6530C Pro series
Client software for the print functions		
PCL 6 printer driver	Yes	No
PS3 printer driver	Yes	No
XPS printer driver	Yes	No
PPD file for Macintosh	Yes	No
AIX filter	Yes	No
HP-UX filter	Yes	No
Linux filter	Yes	No
Open UNIX filter	Yes	No
Solaris filter	Yes	No
CUPS	Yes	No
NDPS Gateway	Yes	No
Client software for scanning functions		
Remote Scan driver	Yes	Yes
WIA driver	Yes	Yes
Client software for the e-Filing functions		
TWAIN driver	Yes	Yes
File Downloader	Yes	Yes
e-Filing Backup/Restore Utility	Yes	Yes
Client software for the network fax functions		
N/W-Fax driver	Yes	No
AddressBook Viewer	Yes	No

Yes: Available, No: Unavailable

Tips

- For instructions on how to install the software shown above, refer to the **Software Installation Guide**.
- For details on the Remote Scan driver, refer to the **Operator's Manual for Remote Scan Driver**.
- For details on the WIA driver, refer to the **Scanning Guide**.
- For details on the TWAIN driver and File Downloader, refer to the **Operator's Manual for TWAIN Driver/File Downloader**.
- For details on the e-Filing Backup/Restore Utility, refer to the **Operator's Manual for Backup/Restore Utility**.

GA-1211/GA-1310 SPECIFIC FUNCTIONS

This chapter describes the GA-1211/GA-1310 specific functions which are available when the GA-1211 controller is connected to the e-STUDIO4520C series or GA-1310 controller is connected to the e-STUDIO6530C series.

Operations from the Control Panel.....	20
Turning power off (Shutdown)	20
MENU	20
SCAN	21
USER FUNCTIONS	32
TopAccess USER Mode	35
Launching TopAccess from the WebTools home page.....	35
Registering or editing GA-1211/GA-1310 specific private templates.....	35
TopAccess ADMIN Mode	43
Registering or editing GA-1211/GA-1310 specific public templates	43
Notice on the department management/user authentication.....	43

Operations from the Control Panel

The e-STUDIO4520C series machine with the GA-1211 controller or e-STUDIO6530C series machine with the GA-1310 controller has several specific functions in the following operation menus:

- 📖 P.20 "Turning power off (Shutdown)"
- 📖 P.20 "MENU"
- 📖 P.21 "SCAN"
- 📖 P.32 "USER FUNCTIONS"

■ Turning power off (Shutdown)

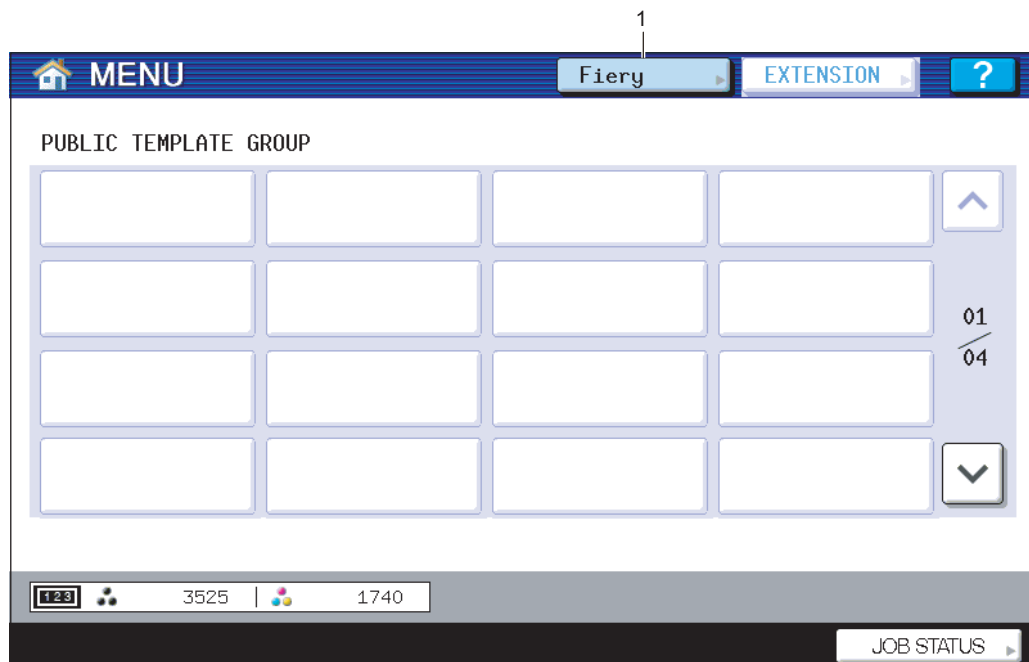
The controller automatically shuts down in 1 - 2 minutes after the equipment has been shut down.

Tip

For instructions on how to shut down the equipment, refer to the **Quick Start Guide**.

■ MENU

When you press the [MENU] button on the control panel, the MENU screen is displayed on the touch panel. The following button is added in this screen:



1. [Fiery]

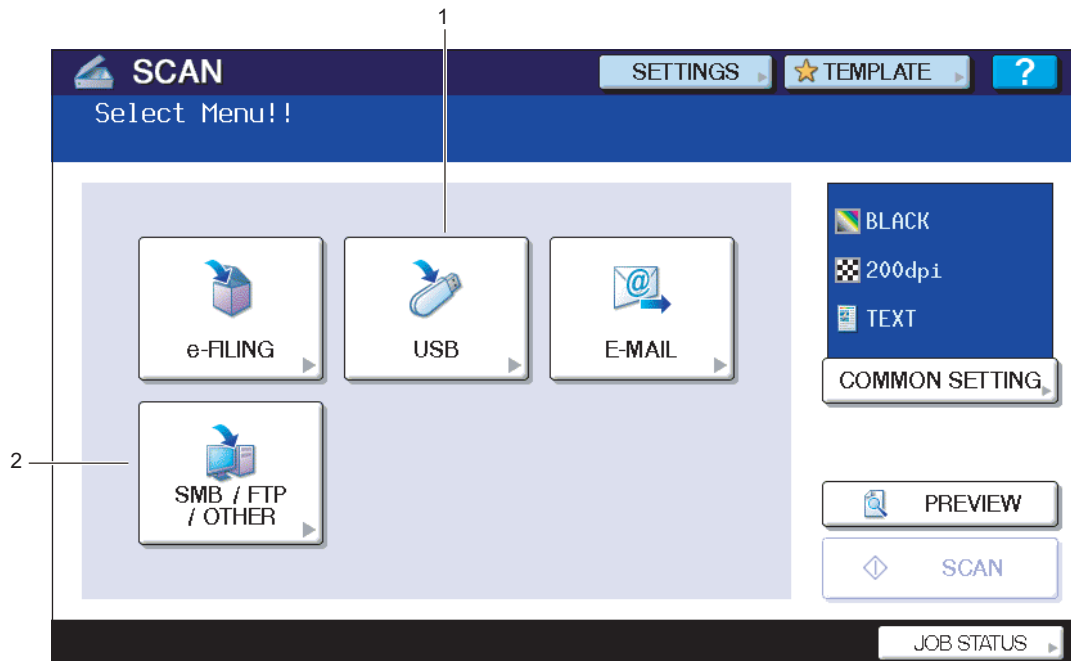
When you press [Fiery], the FIERY SETTING screen is displayed on the touch panel. In this screen, you can view the job list and job logs. You can also make settings for the controller in this screen. For details, refer to the **Configuration and Setup**.

Tip

All the touch panel figures in this guide are examples of the e-STUDIO4520C Series. Although the size of the screen differs between the e-STUDIO4520C Series and the e-STUDIO6530C Series, the displayed objects and their functions are the same.

■ SCAN

When you press the [SCAN] button on the control panel, the SCAN screen is displayed on the touch panel. The following two buttons are different from those of e-STUDIO4520C series/e-STUDIO6530C series:



1. [USB]

This button is used to save scanned images as PDF, XPS, TIFF, or JPEG files in a USB storage device.

To learn more about Scan to USB, see the following section:

📖 P.21 “Scan to USB”

2. [SMB/FTP/OTHER]

This button allows you to use the GA-1211/GA-1310 specific scan functions.

To learn more about them, see the following section:

📖 P.25 “Scan to SMB/FTP/OTHER”

Tip

For instructions on how to perform Scan to e-Filing and Scan to E-mail, refer to the **Scanning Guide**.

□ Scan to USB

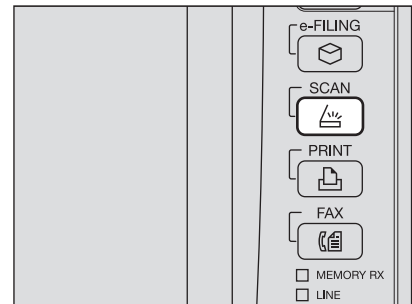
The Scan to USB function sends and stores scans to a USB storage device.

Notes

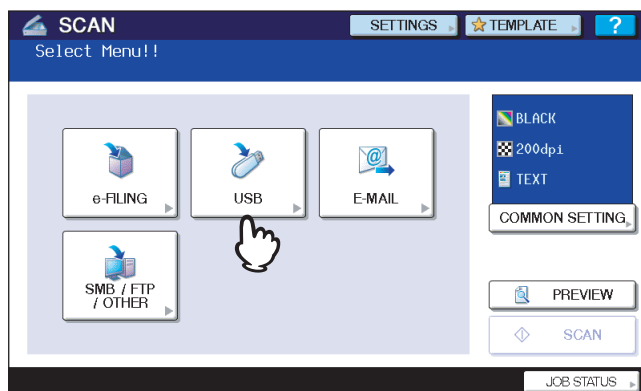
- To store data in a USB storage device, the Save to USB Media setting must be enabled by the administrator. For details, refer to the **TopAccess Guide**.
- The USB storage device must meet the following requirements:
 - FAT16 or FAT32 format
 - Single-partition (USB media with multiple partitions are not supported.)
 However, some of the devices may not be used in this equipment, even though these requirements have been met.

Scanning to USB

- 1 **Place the original(s).**
For help, refer to the *Copying Guide*.
- 2 **On the control panel, press the [SCAN] button to enter the SCAN menu.**



- 3 **Press [USB].**



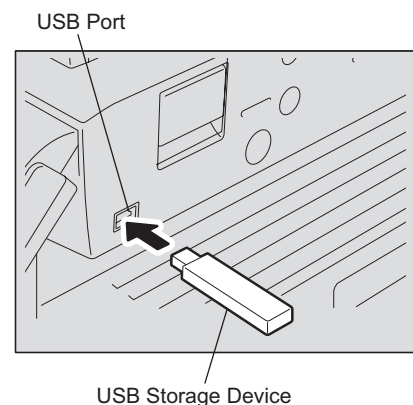
Tip

If you want to preview your scans later, press [PREVIEW] here and then select the scan function. For instructions on how to preview your scans, refer to the *Scanning Guide*.

- 4 **To store the scan in the USB storage device, connect the device to the equipment and wait a few seconds.**

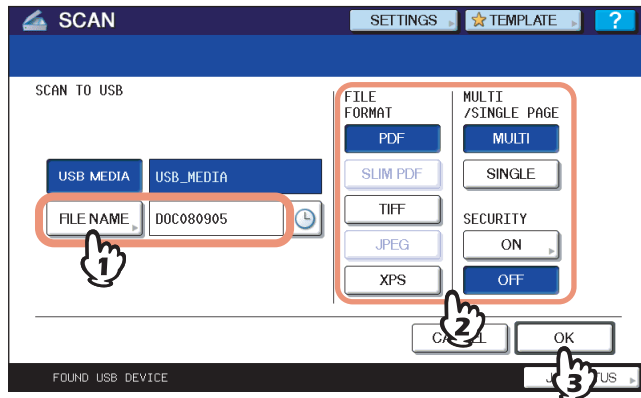
Tip

Connect the USB storage device to the USB port. To find out the location of the USB port on the equipment, refer to the *Quick Start Guide*.



5 If the “FOUND USB DEVICE” message appears on the touch panel, define the settings for the new file as required.

- 1) Press [FILE NAME] and change the file name.
- 2) Select an option for each of the FILE FORMAT, MULTI/SINGLE PAGE and/or SECURITY settings.
- 3) Finally, press [OK].



Note

When you store scans in the USB storage device, do not disconnect the device from the equipment until data transmission is complete. Removing the USB storage device during data transmission may corrupt the device.


Tip

Storing scans to a USB storage device may take a long time depending on the number of pages.

• [FILE NAME]

Pressing the button displays an on-screen keyboard. Change the file name using the keyboard and digital keys, and then press [OK] to set the entry. The file name can consist of a maximum of 45 characters.

Tip

Pressing  adds a meaningful number, such as date and time, to the file name. The number is assigned according to the format selected for the Date Format setting, which is available for the administrator on TopAccess. For details, refer to the **TopAccess Guide**.

• FILE FORMAT

[PDF]—Press this button to store your scan as a PDF file.

[SLIM PDF]—Press this button to store your scan as a slim PDF file. This option is suitable when minimizing the file size is more important than the image quality. This option is available only when [FULL COLOR] or [GRAY SCALE] is selected for the color mode setting.

[TIFF]—Press this button to store your scan as a TIFF file.

[JPEG]—Press this button to store your scan as a JPEG file. This option is available only when [FULL COLOR] or [GRAY SCALE] is selected for the color mode setting.

[XPS]—Press this button to store your scan as an XPS file.

Tips

- XPS files are supported by Windows Vista; they can also be used on a computer running Windows XP SP2 or Windows Server 2003 SP1 or later versions with .NET Framework 3.0 installed.
- If the forced encryption setting is enabled, PDF is the only available file format. To learn more about the forced encryption setting, refer to the **MFP Management Guide**.

• MULTI/SINGLE PAGE

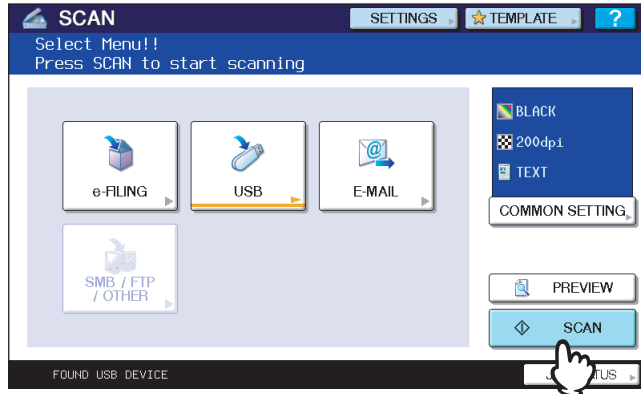
[MULTI]—Press this button to store your scan as a multiple page file. When you scan several pages, the equipment stores all the pages as a single file.

[SINGLE]—Press this button to store your scan as a single file for each page. When you scan several pages, the equipment stores each page as a separate file.

• SECURITY

When PDF is selected for the file format, you can decide whether or not to encrypt the PDF file. To encrypt the PDF file, press [ON]. For further instructions on how to encrypt PDF files, refer to the **Scanning Guide**.

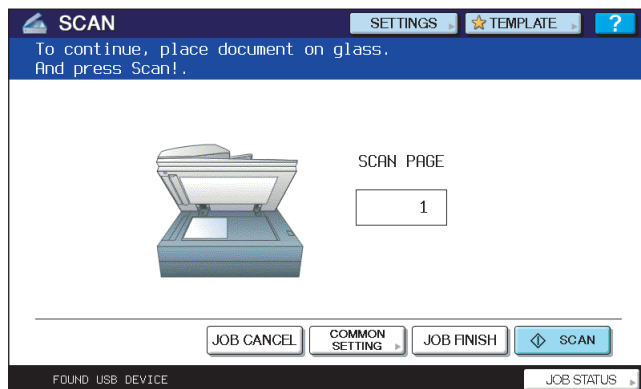
6 Press [SCAN].



Tips

- To scan 2-sided documents or change settings such as Color Mode and Resolution, press [COMMON SETTING]. For details, refer to the **Scanning Guide**.
- You can preview your scans by pressing [PREVIEW], followed by [SCAN]. For details, refer to the **Scanning Guide**.
- You can set another scan function by pressing [e-FILING]. (Dual Agents)
For details, refer to the **Scanning Guide**.

7 If the screen below appears, place another original on the original glass and press [SCAN] or the [START] button to continue scanning. To finish the job, press [JOB FINISH], followed by the [FUNCTION CLEAR] button.



- The above screen is not displayed under the following conditions:
 - You scan the original from the Reversing Automatic Document Feeder* without pressing [CONTINUE] to scan additional originals.
 - A scan preview is displayed.
- To cancel the operation, press [JOB CANCEL].
- To change the common settings, press [COMMON SETTING]. For details, refer to the **Scanning Guide**.

* The Reversing Automatic Document Feeder is optional for the e-STUDIO4520C Series.

Notes

- When the equipment has scanned more than 1000 pages in a job, the "The number of originals exceeds the limits. Will you save stored originals?" message appears. If you want to save the scans, press [YES].
- When the temporary workspace is full on the equipment's hard disk, the "Not enough Work Space to store originals. Will you save original(s)?" message appears. If you want to save the scans, press [YES]. The available workspace can be viewed on the TopAccess [Device] tab.
- If the number of jobs waiting to store scans in the equipment's hard disk exceeds 20, a message appears to indicate that the equipment's memory is full. In this case, wait a while until memory becomes available again or delete unnecessary jobs from [JOB STATUS].
For instructions on how to view the scan job status, refer to the **Scanning Guide**.

□ Scan to SMB/FTP/OTHER

This GA-1211/GA-1310 specific scan menu allows you to send and store scans to the following destinations:

- SCAN TO SMB — to a specified network folder
- SCAN TO FTP — to a specified FTP server
- SCAN TO HOLD QUEUE — to the hold queue of the controller

Tip

Scan jobs are held until users operate copying or moving them to the print queue with the job management tools. For details on the job management tools, refer to the **Utilities**.

- SCAN TO MAILBOX — to a mailbox in the controller

Tip

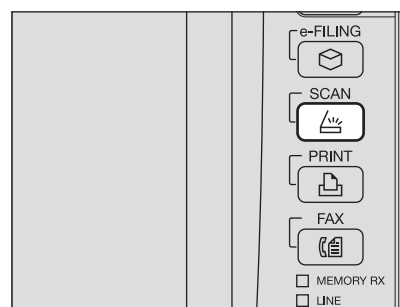
For instructions on how to create mailboxes in the controller or to handle scanned data in mailboxes, refer to the **Utilities**.

Note

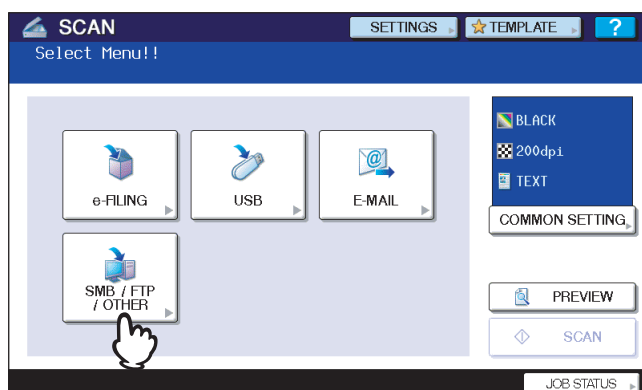
To use the GA-1211/GA-1310 specific scan functions ([SMB/FTP/OTHER] and the Fiery Remote Scan utility), the e-Filing function provided in the TopAccess administrator mode must be enabled. For details on the e-Filing function, refer to the **TopAccess Guide**.

Scanning to SMB, FTP, Hold queue, or Mailbox

- 1 Place the original(s).**
For help, refer to the **Copying Guide**.
- 2 On the control panel, press the [SCAN] button to enter the SCAN menu.**

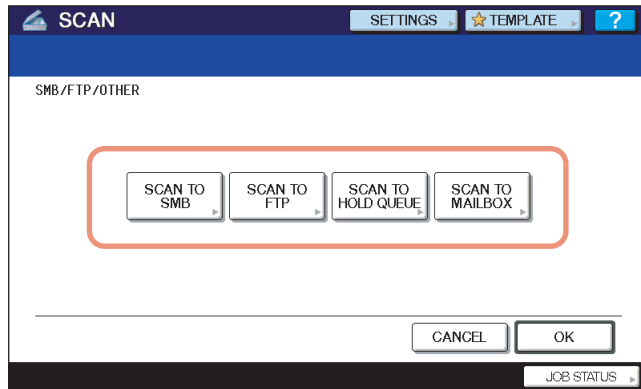


- 3 Press [SMB/FTP/OTHER].**



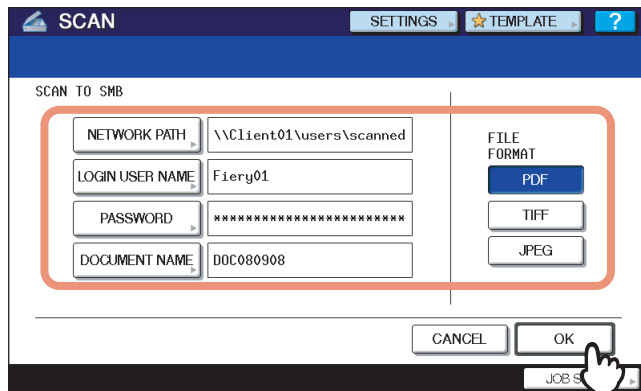
The SMB/FTP/OTHER menu is displayed.

4 Continue the operation as required.



- To store the scan in a network folder, proceed to Step 5.
- To store the scan in an FTP server, proceed to Step 6.
- To store the scan in the hold queue in the controller, proceed to Step 7.
- To store the scan in a mailbox in the controller, proceed to Step 8.

5 Specify the following items as required and press [OK].



When you specify the setting items, proceed to Step 9.

[NETWORK PATH] — Press this button to enter the network path to the folder where you want to store the scanned data. For example, to specify the “users\scanned” folder in the computer named “Client01”, enter “\\Client01\users\scanned\”.

[LOGIN USER NAME] — Press this button to enter the user name to access the network folder if required.

[PASSWORD] — Press this button to enter the password for accessing the network folder if required.

[DOCUMENT NAME] — Press this button to change the document name. The document name can consist of a maximum of 31 characters.

Tip

When you press each button, the on-screen keyboard is displayed. Enter a value using the keyboard and digital keys, and press [OK] to set the entry.

FILE FORMAT

- **[PDF]** — Press this button to store your scan as a PDF file.
- **[TIFF]** — Press this button to store your scan as a TIFF file.
- **[JPEG]** — Press this button to store your scan as a JPEG file. This option is available only when [FULL COLOR] or [GRAY SCALE] is selected for the color mode setting.

6 Specify the following items as required and press [OK].

When you specify the setting items, proceed to Step 9.

[NETWORK PATH] — Press this button to enter the path to a folder in the FTP server where you want to store the scanned data. For example, to transfer the scanned data to “ftp://10.10.70.101/user01/scan/”, enter “10.10.70.101\user01\scan” in this box.

[LOGIN USER NAME] — Press this button to enter the login user name for the FTP server if required.

[PASSWORD] — Press this button to enter the login password for the FTP server if required.

[DOCUMENT NAME] — Press this button to change the document name. The document name can consist of a maximum of 31 characters.

Tip

When you press each button, the on-screen keyboard is displayed. Enter a value using the keyboard and digital keys, and press [OK] to set the entry.

FILE FORMAT

- **[PDF]** — Press this button to store your scan as a PDF file.
- **[TIFF]** — Press this button to store your scan as a TIFF file.
- **[JPEG]** — Press this button to store your scan as a JPEG file. This option is available only when [FULL COLOR] or [GRAY SCALE] is selected for the color mode setting.

7 Specify the following item as required and press [OK].

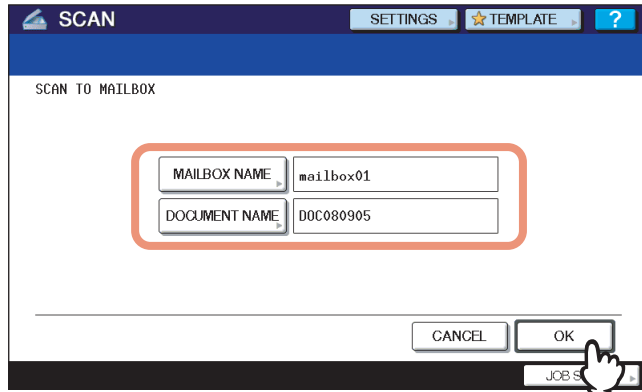
When you specify the setting item, proceed to Step 9.

[DOCUMENT NAME] — Press this button to change the document name. The document name can consist of a maximum of 31 characters.

Tip

When you press the [DOCUMENT NAME] button, the on-screen keyboard is displayed. Enter a value using the keyboard and digital keys, and press [OK] to set the entry.

8 Specify the following items as required and press [OK].



When you specify the setting items, proceed to Step 9.

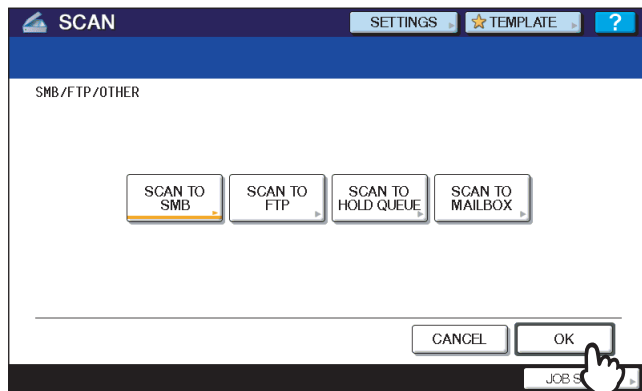
[MAILBOX NAME] — Press this button to enter the mailbox name where you want to store the scanned data.

[DOCUMENT NAME] — Press this button to change the document name. The document name can consist of a maximum of 31 characters.

Tip

When you press each button, the on-screen keyboard is displayed. Enter a value using the keyboard and digital keys, and press [OK] to set the entry.

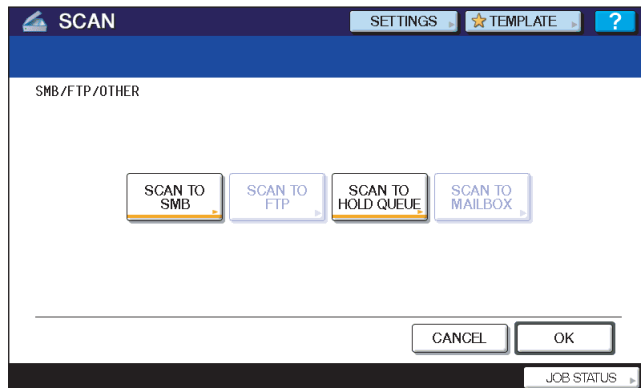
9 When the SMB/FTP/OTHER menu reappears, press [OK].



Tip

When performing a scan operation, you can select 2 scan functions at one time. If you want to perform a scan operation with 2 scan functions selected, select the second scan function that you want to use on the above screen, and make the settings required for the selected scan function.

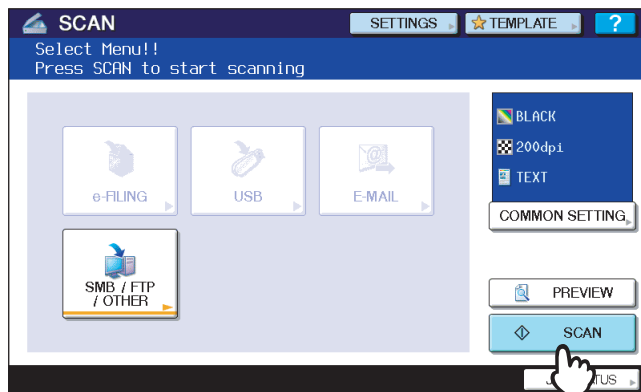
For example, if SCAN TO SMB and SCAN TO HOLD QUEUE have been selected, the following screen appears.



Note

The GA-1211/GA-1310 specific scan functions cannot be selected with any other scan functions of [e-FILING], [USB] and [E-MAIL].

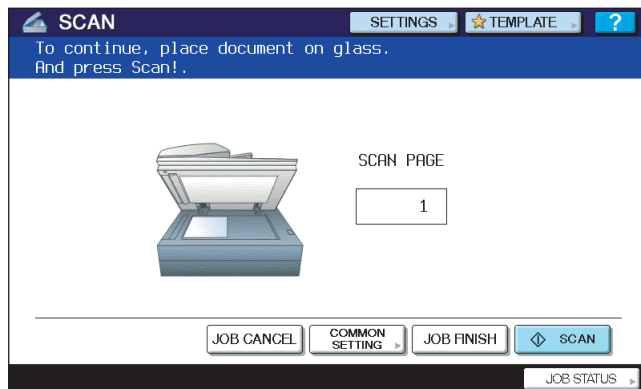
10 Press [SCAN].



Tips

- To scan 2-sided documents or change settings such as Color Mode and Resolution, press [COMMON SETTING]. For details, refer to the **Scanning Guide**.
- The [AUTO COLOR] option is unavailable for the GA-1211/GA-1310 specific scan functions. Even if the [AUTO COLOR] option have been selected for the color mode setting, a scan operation is performed with the [FULL COLOR] option selected.
- You can preview your scans by pressing [PREVIEW], followed by [SCAN]. For details, refer to the **Scanning Guide**.

11 If the screen below appears, place another original on the original glass and press [SCAN] or the [START] button to continue scanning. To finish the job, press [JOB FINISH], followed by the [FUNCTION CLEAR] button.



- The above screen is not displayed under the following conditions:
 - You scan the original from the Reversing Automatic Document Feeder* without pressing [CONTINUE] to scan additional originals.
 - A scan preview is displayed.
- To cancel the operation, press [JOB CANCEL].
- To change the common settings, press [COMMON SETTING]. For details, refer to the **Scanning Guide**.

* The Reversing Automatic Document Feeder is optional for the e-STUDIO4520C Series.

Notes

- When the equipment has scanned more than 1000 pages in a job, the “The number of originals exceeds the limits. Will you save stored originals?” message appears. If you want to save the scans, press [YES].
- When the temporary workspace is full on the equipment’s hard disk, the “Not enough Work Space to store originals. Will you save original(s)?” message appears. If you want to save the scans, press [YES]. The available workspace can be viewed on the TopAccess [Device] tab.
- If the number of jobs waiting to store scans in the equipment’s hard disk exceeds 20, a message appears to indicate that the equipment’s memory is full. In this case, wait a while until memory becomes available again or delete unnecessary jobs from [JOB STATUS].
For instructions on how to view the scan job status, refer to the **Scanning Guide**.

12 Check whether the scanned data is stored in the specified location.

Note

When you perform scanning by using [SMB/FTP/OTHER], the message “OK” may be displayed in the “Status” column of the SCAN LOG screen, even if the job process has failed due to a problem, such as specifying a wrong storage location.

To find information about problems causing job process failure, see the following section:

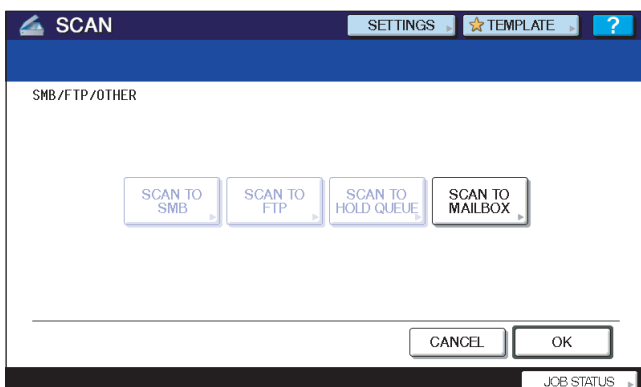
📖 P.46 “Scanning Problems”

For instructions on how to display the SCAN LOG screen, refer to the **Scanning Guide**.

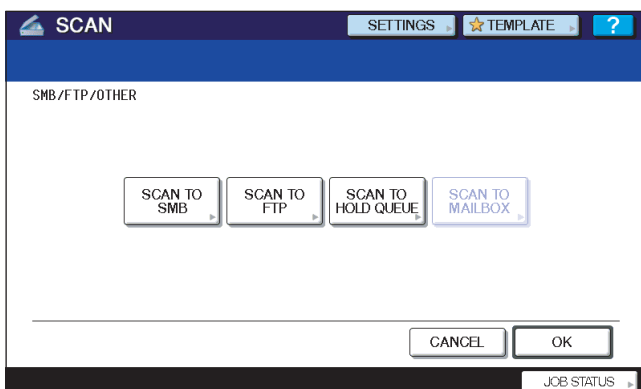
Regarding restrictions on Scan to SMB/FTP/OTHER

Scan to SMB/FTP/OTHER is restricted depending on the Role Based Access Control setting as follows:

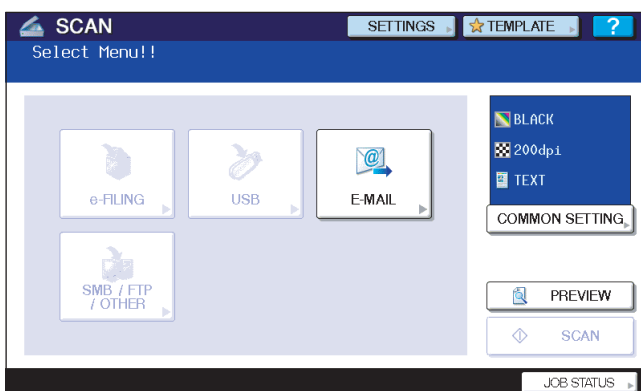
- When “File Share” is OFF, the [SCAN TO SMB], [SCAN TO FTP] and [SCAN TO HOLD QUEUE] buttons are unavailable.



- When “e-Filing” is OFF, the [SCAN TO MAILBOX] button is unavailable.



- When “File Share” and “e-Filing” are OFF, the GA-1211/GA-1310 specific scan menu is unavailable.



Tip

To learn more about the Role Based Access Control, refer to the **TopAccess Guide**.

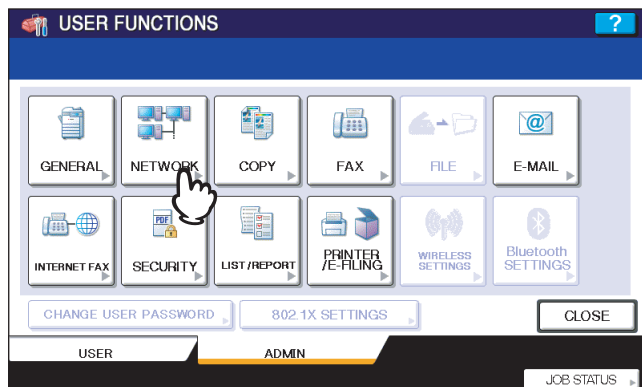
■ USER FUNCTIONS

Follow the steps below for the setting operations of [IPv4] and [HTTP] provided in the NETWORK menu.

□ Setting the TCP/IP protocol (IPv4)

The TCP/IP settings are automatically set when the controller is installed. If the TCP/IP settings are changed, the equipment cannot communicate with the controller. Therefore, you can confirm the TCP/IP settings but you must not change the TCP/IP settings.

1 Press [NETWORK] in the ADMIN menu.

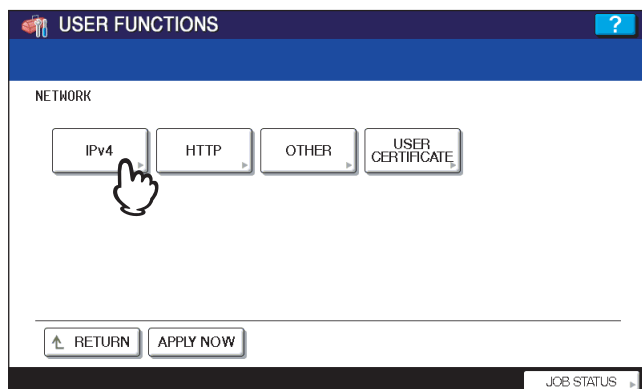


The NETWORK menu is displayed.

Tip

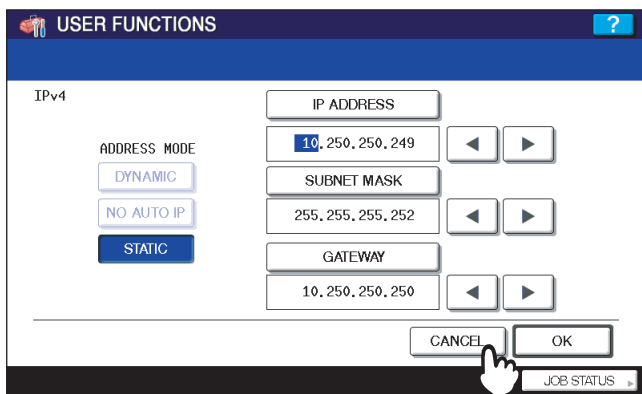
To display the ADMIN menu, refer to the *MFP Management Guide*.

2 Press [IPv4].



The IPv4 screen is displayed.

3 Confirm the settings and press the [CANCEL] button to return to the NETWORK menu.



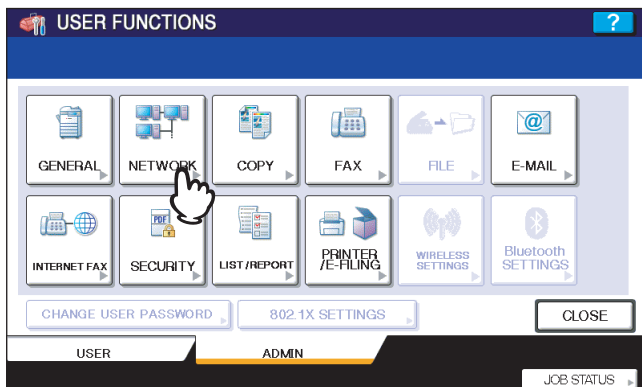
Note

Do not change the TCP/IP settings. If the settings are changed, the equipment will be disabled to communicate with the controller.

□ Setting the HTTP network service

This function allows you to enable or disable the HTTP network server service that provides the web-based utility on the equipment, such as TopAccess and the e-Filing web utility.

1 Press [NETWORK] in the ADMIN menu.

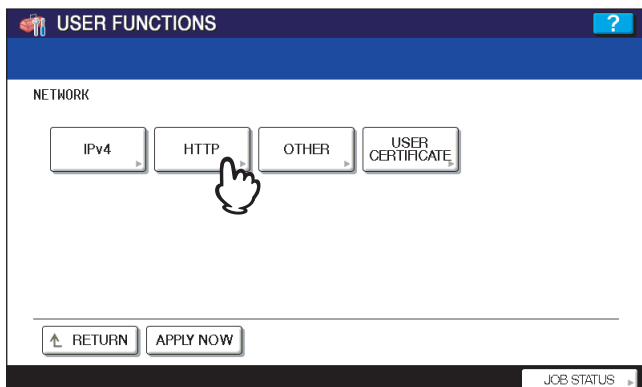


The NETWORK menu is displayed.

Tip

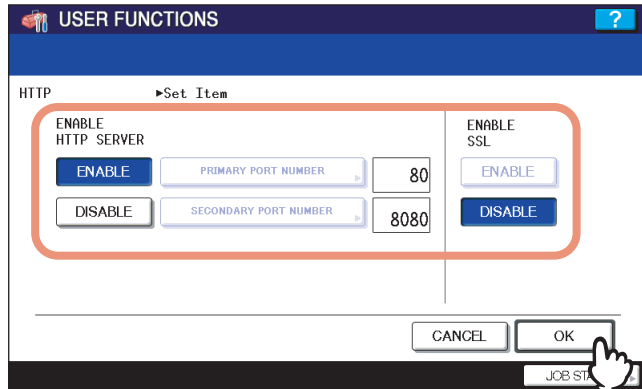
To display the ADMIN menu, refer to the *MFP Management Guide*.

2 Press [HTTP].



The HTTP screen is displayed.

3 Specify the following items as required and press [OK].



ENABLE HTTP SERVER — Press [ENABLE] to enable the HTTP network server service, or [DISABLE] to disable the HTTP network server service. This option must be enabled for using the following functions:

- TopAccess
- The e-Filing web utility
- GA-1211/GA-1310 specific print functions
- GA-1211/GA-1310 specific scan functions

[PRIMARY PORT NUMBER] — The default primary port number “80” is always used. This port number cannot be changed.

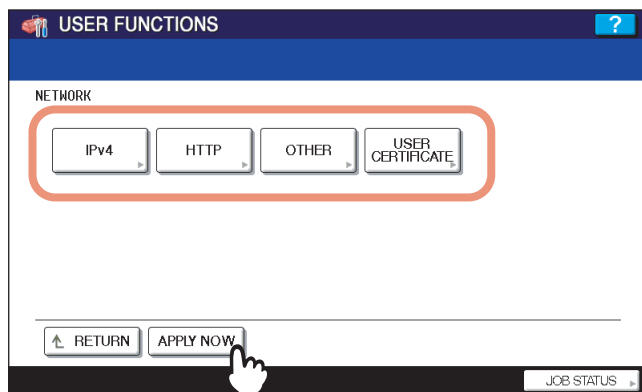
[SECONDARY PORT NUMBER] — The default secondary port number “8080” is always used. This port number cannot be changed.

ENABLE SSL — Press [ENABLE] to enable SSL for accessing TopAccess and the e-Filing web utility, or [DISABLE] to disable SSL for accessing TopAccess and the e-Filing web utility. When this option is enabled, the data transferred between the equipment and client computers will be encrypted using a private key when operating TopAccess and the e-Filing web utility.

Notes

- To enable SSL, you must create a self-signed certificate in the equipment or import a server certificate using TopAccess. If the self-signed certificate is not created or the server certificate is not imported, SSL cannot be enabled. For details on SSL, refer to the **TopAccess Guide**.
- To use the GA-1211/GA-1310 specific scan functions (the Fiery Remote Scan utility and [SMB/FTP/OTHER]), SSL must be disabled.

4 Continue to another network setting if required, then press [APPLY NOW].



The “NETWORK INITIALIZING” message is displayed and the equipment starts initializing the network interface card to apply the changes.

TopAccess USER Mode

The e-STUDIO4520C series machine with the GA-1211 controller or e-STUDIO6530C series machine with the GA-1310 controller has several specific functions in the following operation menus:

- 📖 P.35 “Launching TopAccess from the WebTools home page”
- 📖 P.35 “Registering or editing GA-1211/GA-1310 specific private templates”

2

■ Launching TopAccess from the WebTools home page

To launch TopAccess, click the TopAccess link on the WebTools home page.

Tip

For instructions on how to access the WebTools home page, refer to the *Utilities*.

■ Registering or editing GA-1211/GA-1310 specific private templates

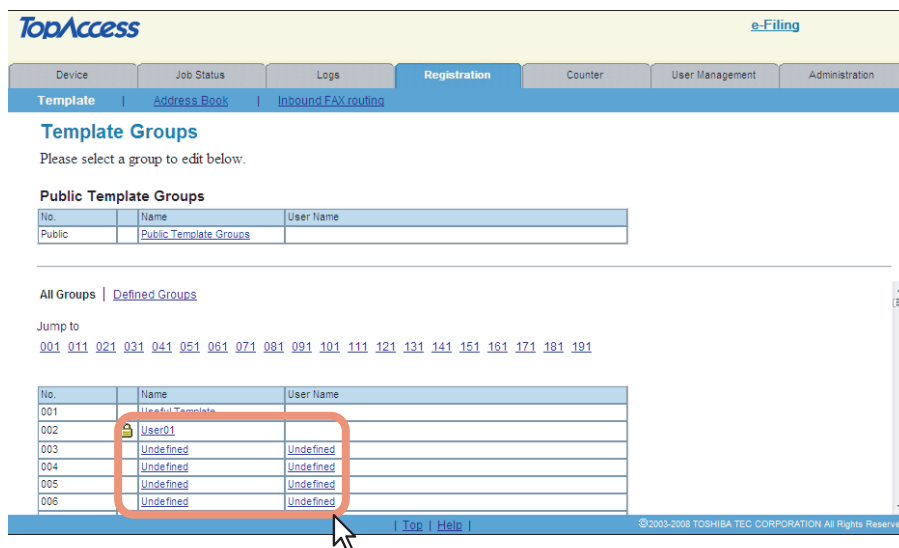
From the TopAccess user mode, you can create the GA-1211/GA-1310 specific private templates. Follow the steps below to create or edit them.

Tip

For information for making private template groups or making private templates with other agents (Copy, Fax/Internet Fax or Scan) selected, refer to the *TopAccess Guide*.

Registering or editing a private template

- 1 Click the [Registration] tab and the [Template] menu.
The Template Groups page is displayed.
- 2 Click the group name link where you want to register or edit the private template.



- If you select the private template group that is not protected by a password, the Private Templates page is displayed. Proceed to Step 4.
- If you select the private template group that is protected by a password, the Input Group Password page is displayed. Proceed to the next step.

Tips

- You can display only defined private template groups by clicking on the [Defined Groups] link. The page displays all 200 private template groups in default page view.
- If you know which private template group you want to define or edit, click the number of the private template group in the [Jump to] links.

- 3** When the Input Group Password page is displayed, enter the 5-digit password (or administrator's password) for the selected private template group and click [OK].

The Private Templates page is displayed.

- 4** From the templates list, click the [Undefined] icon to register a new template, or click defined icon to edit the template.

- If the templates list is displayed in the List view, click the [Undefined] template name to register new template, or click the defined template name to edit the template.
- If you select the private template that has not been defined, the Template Properties page to select agents is displayed. Proceed to Step 7.
- If you select the defined private template that is not protected by a password, the Template Properties page is displayed. Proceed to Step 6.
- If you select the defined private template that is protected by a password, the Input Template Password page is displayed. Proceed to the next step.

Tips

- You can change the template list view by clicking on either [Panel View] or [List View].
- If you know which private template you want to define or edit, click the number of the private template in the [Jump to] links.

- 5** When the Input Template Password page is displayed, enter the 5-digit password (or administrator's password) for the selected private template and click [OK].

The screenshot shows the 'Input Template Password' page. It has a navigation bar with 'Registration' selected. Below the navigation bar, there are two tables: 'Group Information' and 'Template Information'. The 'Group Information' table has columns 'No.', 'Name', and 'User Name', with one row containing '2', 'User01', and an empty field. The 'Template Information' table has columns 'No.', 'Name', and 'User Name', with one row containing '1', 'STORE_TO_E-FILING', and an empty field. Below the tables are 'OK' and 'Cancel' buttons. A password field is located below the buttons, with a cursor and a '2' next to it. The page footer includes '© 2003-2008 TOSHIBA TEC CORPORATION All Rights Reserved.'

The Template Properties page is displayed.

- 6** Click [Edit] to define or edit the template properties.

The screenshot shows the 'Template Properties' page. It has a navigation bar with 'Registration' selected. Below the navigation bar, there are two tables: 'Group Information' and 'Template Information'. The 'Group Information' table has columns 'No.', 'Name', and 'User Name', with one row containing '2', 'User01', and an empty field. The 'Template Information' table has columns 'No.', 'Name', and 'User Name', with one row containing '1', 'STORE_TO_E-FILING', and an empty field. Below the tables are 'Edit', 'Change Password', and 'Reset Template' buttons. The 'Edit' button is highlighted with a mouse cursor. Below the buttons is a table with columns 'Panel' and 'Setting', with rows for 'STORE TO E-FILING', 'Notification', 'Automatic Start', 'Agent', and 'Scanner'. The page footer includes '© 2003-2008 TOSHIBA TEC CORPORATION All Rights Reserved.'

The Template Properties page to select agents is displayed.

- 7** Select the [SMB/FTP/OTHER] check box and click [Select Agent].

The screenshot shows the 'Template Properties' page. It has a navigation bar with 'Registration' selected. Below the navigation bar, there are two tables: 'Group Information' and 'Template Information'. The 'Group Information' table has columns 'No.', 'Name', and 'User Name', with one row containing '2', 'User01', and an empty field. The 'Template Information' table has columns 'No.', 'Name', and 'User Name', with one row containing '1', 'STORE_TO_E-FILING', and an empty field. Below the tables are 'Save', 'Cancel', and 'Select Agent' buttons. The 'Select Agent' button is highlighted with a mouse cursor. Below the buttons are several checkboxes: 'Copy', 'Fax / InternetFax', 'Scan', 'SMB/FTP/OTHER' (checked), 'Email', 'Save as file', and 'Store to e-Filing'. Below the checkboxes is a 'Panel Setting' button. Below the button is a table with columns 'Picture' and 'Setting', with rows for 'STORE TO E-FILING', 'Caption1', 'Caption2', 'User Name', 'Automatic Start', and 'Notification'. The page footer includes '© 2003-2008 TOSHIBA TEC CORPORATION All Rights Reserved.'

Note

When you select the [SMB/FTP/OTHER] check box, agents of [Email], [Save as file] and [Store to e-Filing] are unavailable.

8 Click each button displayed in the page to specify or edit the associated template properties.

[Panel Setting] — Click this button to specify the icon settings for the template.

P.39 “Panel Setting (Private template)”

Panel Setting	
Picture	
Caption1	SCAN.TD
Caption2	SMB
User Name	
Automatic Start	Disable

[SMB/FTP/OTHER Setting] — Click this button to specify where the scanned document will be sent.

P.39 “SMB/FTP/OTHER Setting (Private template)”

SMB/FTP/OTHER Setting	
Destination	
File Format (SMB/FTP)	
Document Name	

[Scan Setting] — Click this button to specify how the document will be scanned for the SMB/FTP/OTHER agent.

P.41 “Scan Setting (Private template)”

Scan Setting	
Preview	OFF
Single/2-Sided Scan	Single
Rotation	
Color Mode	Black
Resolution	200dpi
Compression	
Original Mode	Text
Exposure	Auto
Original Size	Auto
Background	0
Contrast	0
Sharpness	0
Saturation	0
RGB Adjustment	Red: 0 Green: 0 Blue: 0
Omit Blank Page	OFF
Outside Erase	OFF

9 After configuring the desired template properties, click [Save].

The template properties are registered.

10 The template has been registered or edited. You can click the Template Groups link at the upper side of the page to return to the Template Groups page.

□ Panel Setting (Private template)

In the Panel Setting page, specify how the icon for the template is displayed in the touch panel.

1) Picture

This indicates the icon that will be displayed in the touch panel. The icon is automatically designated according to the agent that you select.

2) Caption1

Enter the text that will be displayed next to the icon in the touch panel. You can enter up to 11 alphanumeric characters.

3) Caption2

Enter the text that will be displayed next to the icon in the touch panel. You can enter up to 11 alphanumeric characters.

4) User Name

Enter the owner name of the template. You can enter up to 30 alphanumeric characters.

5) Automatic Start

Select whether the automatic start function is enabled or disabled. When this is enabled, the operation will be automatically started when you press the template button on the TEMPLATE menu on the touch panel without pressing the [START] button or [SCAN].

□ SMB/FTP/OTHER Setting (Private template)

In the SMB/FTP/OTHER Setting page, you can specify where the scanned document will be sent.

Tip

When creating the GA-1211/GA-1310 specific scan template, you can select 2 data destinations at one time.

1) SMB

Select this check box to store the scan in a network folder.

2) Network Path

Enter the network path to the folder where you want to store the scanned data. For example, to specify the "users\scanned" folder in the computer named "Client01", enter "\\Client01\users\scanned\" in this box.

3) Login User Name

Enter the user name to access the network folder if required.

4) Password

Enter the password for accessing the network folder if required.

5) FTP

Select this check box to store the scan in an FTP server.

6) Network Path

Enter the path to a folder in the FTP server where you want to store the scanned data. For example, to transfer the scanned data to "ftp://10.10.70.101/user01/scan/", enter "10.10.70.101\user01\scan" in this box.

7) Login User Name

Enter the login user name for the FTP server if required.

8) Password

Enter the login password for the FTP server if required.

9) Hold Queue

Select this check box to store the scan in the hold queue in the controller.

10) MailBox

Select this check box to store the scan in a mailbox in the controller.

11) MailBox Name

Enter the mailbox name where you want to store the scanned data.

12) File Format (SMB/FTP)

Select the file format for scanned file will be stored.

- **PDF**: Select this option to store your scan as a PDF file.
- **TIFF**: Select this option to store your scan as a TIFF file.
- **JPEG**: Select this option to store your scan as a JPEG file.

Tip

This option is available when the [SMB] or [FTP] check box is selected.

13) Document Name

Enter the document name. The document name can consist of a maximum of 31 characters.

7) Original Mode

Select the document type of the originals.

- **Text** — Select this option to set the Text mode as the default original mode.
- **Text/Photo** — Select this option to set the Text/Photo mode as the default original mode. This can be selected only when [Black] is selected in the [Color Mode] box.
- **Photo** — Select this option to set the Photo mode as the default original mode.
- **Printed Image** — Select this option to set the Printed Image mode as the default original mode. This can be selected only when [Full Color] is selected in the [Color Mode] box.

Note

This cannot be set when [Gray] is selected in the [Color Mode] box.

8) Exposure

Select the exposure for scanning.

Select [Auto] to automatically apply the ideal contrast according to the original, or adjust the contrast manually in 11 stages. The farther to the right that you set the value, the darker the density of the scanned image will become.

Note

[Auto] is not available when [Gray] or [Full Color] is selected at the [Color Mode] box. In that case, set the exposure manually.

9) Original Size

Select the original size.

Select [Auto] to automatically detect the original paper size, [Mixed Original Sizes] to allow scanning mixed original sizes, or a desired paper size.

10) Background

Select the density level of the background of the scanned image. Density can be adjusted in 9 levels. The farther to the right that you set the value, the darker the density of the background will become.

11) Contrast

Select the contrast level of the scanned image. Contrast can be adjusted in 9 levels. The farther to the right that you set the value, the higher the contrast level will become.

Note

This is not available when [Black] or [Gray] is selected at the [Color Mode] box.

12) Sharpness

Select the sharpness level of the scanned image. Sharpness can be adjusted in 9 levels. The farther to the right that you set the value, the sharper the scanned image will become.

13) Saturation

Select the saturation level of the scanned image. Saturation can be adjusted in 7 levels. The farther to the right you set the value, the more vivid the scanned image will become.

Note

This is not available when [Black] or [Gray] is selected at the [Color Mode] box.

14) RGB Adjustment

Select the RGB density level of the scanned image. RGB density can be adjusted in 9 levels for each color. The farther to the right you set the value, the darker the density of the selected color will become.

Note

This is not available when [Black] or [Gray] is selected at the [Color Mode] box.

15) Omit Blank Page

Select whether to automatically omit a blank page in the scanned image if it is included in originals.

- **OFF** — The blank page is not omitted.
- **ON** — The blank page is omitted.

16) Outside Erase

Select whether to erase a shade that appears outside of the scanned image when an original is placed on the original glass while the Original Cover (optional) is left open. The erased shade will be whitened.

If you want to erase it, you can select the criteria in 7 levels for judging if it is an area to be erased. The farther to the right you select, the larger the area that will be erased. [OFF] is selected by default.

TopAccess ADMIN Mode

■ Registering or editing GA-1211/GA-1310 specific public templates

The GA-1211/GA-1310 specific functions applied for making public templates are the same as those for private templates. For details, see the following section:

📖 P.35 “Registering or editing GA-1211/GA-1310 specific private templates”

2

■ Notice on the department management/user authentication

If you change the following options from [Enable] to [Disable] or vice versa, it is necessary to reboot the equipment by using the [Reboot] menu of TopAccess (or by using the [POWER] button on the control panel):

- The department management option
- The user authentication option

Tips

- For instructions on how to reboot the equipment from TopAccess, refer to the **TopAccess Guide**.
- For details on the department management option and user authentication option, refer to the **TopAccess Guide**.

TROUBLESHOOTING

This chapter describes how to troubleshoot the problems that could occur while you are using the equipment with the GA-1211 or GA-1310 controller attached.

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Scanning Problems

This section describes troubleshooting for using scan data.

■ The scanned data cannot be saved in the specified location

Problem Description

I have scanned a document from the [SCAN] button on the control panel by using the SMB/FTP/OTHER menu, but the data is not saved in the specified location.

Corrective Action

Check the following points:

[SCAN TO SMB]

- The network path to the folder where you want to store the scanned data is correctly specified.
- The user name and password entered into the [LOGIN USER NAME] and [PASSWORD] boxes are correct.
- The option to enable sending scan jobs over SMB is enabled. For instructions on how to enable this option, refer to the **Configuration and Setup**.

[SCAN TO FTP]

- The path to the folder in the FTP server where you want to store the scanned data is correctly specified.
- The user name and password entered into the [LOGIN USER NAME] and [PASSWORD] boxes are correct.
- The FTP server is operating properly.
- The option to enable sending scan jobs to an FTP server is enabled. For instructions on how to enable this option, refer to the **Configuration and Setup**.

[SCAN TO MAILBOX]

- The mailbox name specified in the [MAILBOX NAME] box is correct.

Tip

To find information about troubleshooting other than the above, refer to the **Troubleshooting Guide**.

Error Codes

TopAccess has the pages for the job lists; print, transmission, reception, and scan jobs. The following error codes are shown on these pages in the [Logs] tab (successful jobs have no codes). These codes help you specify the cause of an error you might encounter.

Tip

The error codes are also shown on the [LOG] window of the touch panel. See the following lists when you find an error code on the touch panel. For instructions on how to display the [LOG] window, refer to the **Printing Guide**.

3

■ Error codes on print jobs

Error Code	Problem Description	Corrective Action
4501	Job was canceled because the unacceptable paper size was specified.	Select the appropriate paper size and perform printing again.
4502	Job was canceled because the unacceptable paper type was specified.	Select the appropriate paper type and perform printing again.

Tip

To find information about error codes other than the above, refer to the **Troubleshooting Guide**.

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FC-5520C/6520C/6530C
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MULTIFUNCTIONAL DIGITAL COLOR SYSTEMS

Operator's Manual

**e-STUDIO4520c Series
with GA-1211**

**e-STUDIO6530c Series
with GA-1310**



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