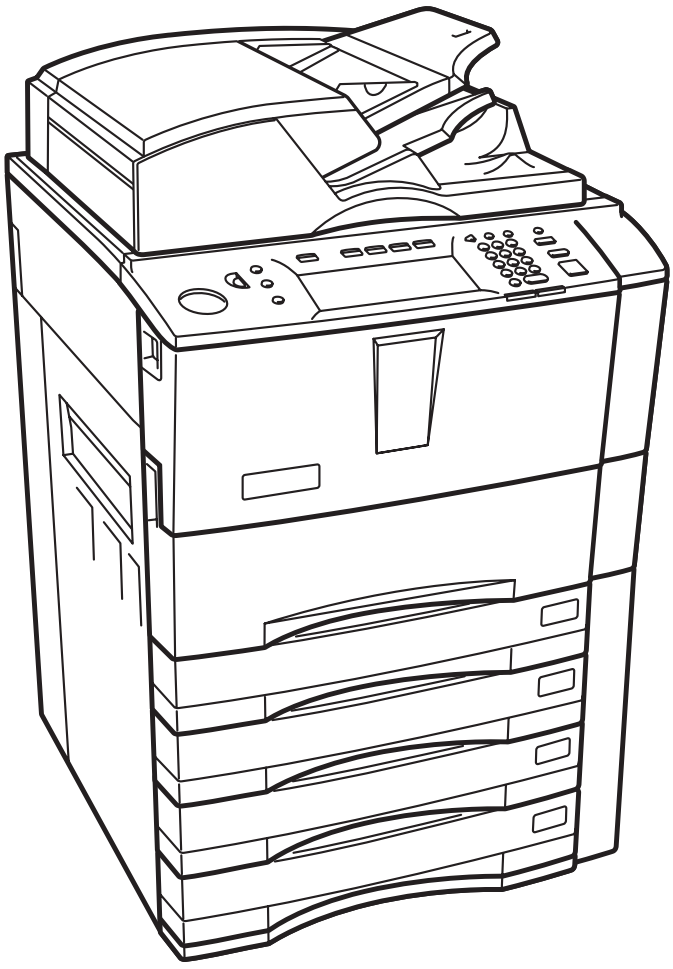
TOSHIBA

MULTIFUNCTIONAL DIGITAL SYSTEMS

Operator's Manual for Basic Function

e-STUDIO520/600/720/850



EPA ENERGY STAR ® (MFD)

The United States Environmental Protection Agency (EPA) has introduced a voluntary program, the ENERGY STAR program, to encourage the widespread and voluntary use of energy-efficient technologies that enhance the workplace, improve product performance and prevent pollution. As an ENERGY STAR Partner, the TOSHIBA TEC CORPORATION has determined that this copier model meets the ENERGY STAR guidelines for energy efficiency.

ENERGY STAR guidelines for this class of copier require ENERGY STAR copiers to have a 'Sleep Mode' feature that automatically makes the copier enter the sleep mode after a period of inactivity. The copier must also automatically change to a 'Low Power Mode' (Automatic Energy Save) after a period of time since the last usage. Specifically, this copier complies with the following requirements.

◇ **e-STUDIO520/600/720/850 Copier model (Base model)**

'Automatic Energy Save'-
The copier consumes less than 205 W (e-STUDIO520)/236 W (e-STUDIO600)/ 282 W (e-STUDIO720)/332 W (e-STUDIO850) during Energy Save.

'Automatic Energy Save' Default Time-
The default time for the 'Automatic Energy Save' is 15 minutes.

'Off Mode'
The copier consumes less than 20 W (e-STUDIO520/600/720/850).

'Off Mode' Default Time-
The default time for the 'Off Mode' is 90 minutes.

◇ **e-STUDIO520/600/720/850 Copier/Printer + Fax model (Multifunction model)**

'Automatic Energy Save'-
The copier consumes less than 250 W (e-STUDIO520)/281 W (e-STUDIO600)/ 327 W (e-STUDIO720)/377 W (e-STUDIO850) during Energy Save.

'Automatic Energy Save' Default Time-
The default time for the 'Automatic Energy Save' is 15 minutes.

'Sleep Mode'
The copier consumes less than 95 W (e-STUDIO520/600/720/850) in the 'Sleep Mode'.

'Sleep Mode' Default Time-
The default time for the 'Sleep Mode' is 90 minutes.

Note1- The default setting for the 'Sleep Mode' and 'Automatic Energy Save' can be changed.

Note2- For Multifunction model, if the Fax or printer data is received in the sleep mode, the copier starts warming itself up and prints out the data when it becomes ready. Also, when the start button or the energy saver button on the control panel is pressed, the copier starts warming itself up.

Note3- If 'Automatic Energy Save' and 'Sleep Mode' have the same setting time, 'Sleep Mode' takes priority.

In accordance with EPA ENERGY STAR program guidelines, Toshiba recommends the following recycled paper.
Great White MultiUse 20 paper
Great White MultiUse 24 paper
If you have any questions regarding the use of recycled paper or some recommended types of recycled paper, please contact your authorized Toshiba dealer.
ENERGY STAR is a U.S. registered mark.

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Notice to Users

USE OF RECYCLED PAPER IN THE COPIER

As with all copiers and reproduction devices, the use of the appropriate paper ensures the best image quality of the copies and the machine's performance and reliability.
Because of the extreme variances in composition and quality of paper from various manufacturers, consumers should ensure the recycled paper they use is suitable for the copier. In accordance with the EPA Energy Star Program guidelines, Toshiba recommends the following recycled paper for use in the copier-

Great White MultiUse 20 paper
Great White MultiUse 24 paper

If you have any questions regarding the use of recycled paper in your copier, contact your authorized service technician.

FCC NOTICE

This equipment has been tested and found to comply with limits for a Class A digital device, pursuant to Part 15 and Part 18 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

WARNING:

Changes or modification made to this equipment, not expressly approved by Toshiba TEC or parties authorized by Toshiba TEC, could void the user's authority to operate the equipment.

This Class A digital apparatus complies with Canadian ICES-003.
Cet appareil numérique de la classe A est conforme à la norme NMB-003 du Canada.

User Safety

This Toshiba multifunctional digital systems does not produce laser radiation hazardous to the user. It is certified as a Class 1 laser product under the U.S Department of Health and Human Services (DHHS) Radiation Performance Standard according to the Radiation Control Health and Safety Act of 1968.

Protective housing and external covers completely confine the laser beam light emitted inside the multifunctional digital systems. The laser beam cannot escape from the machine during any phase of user operation.

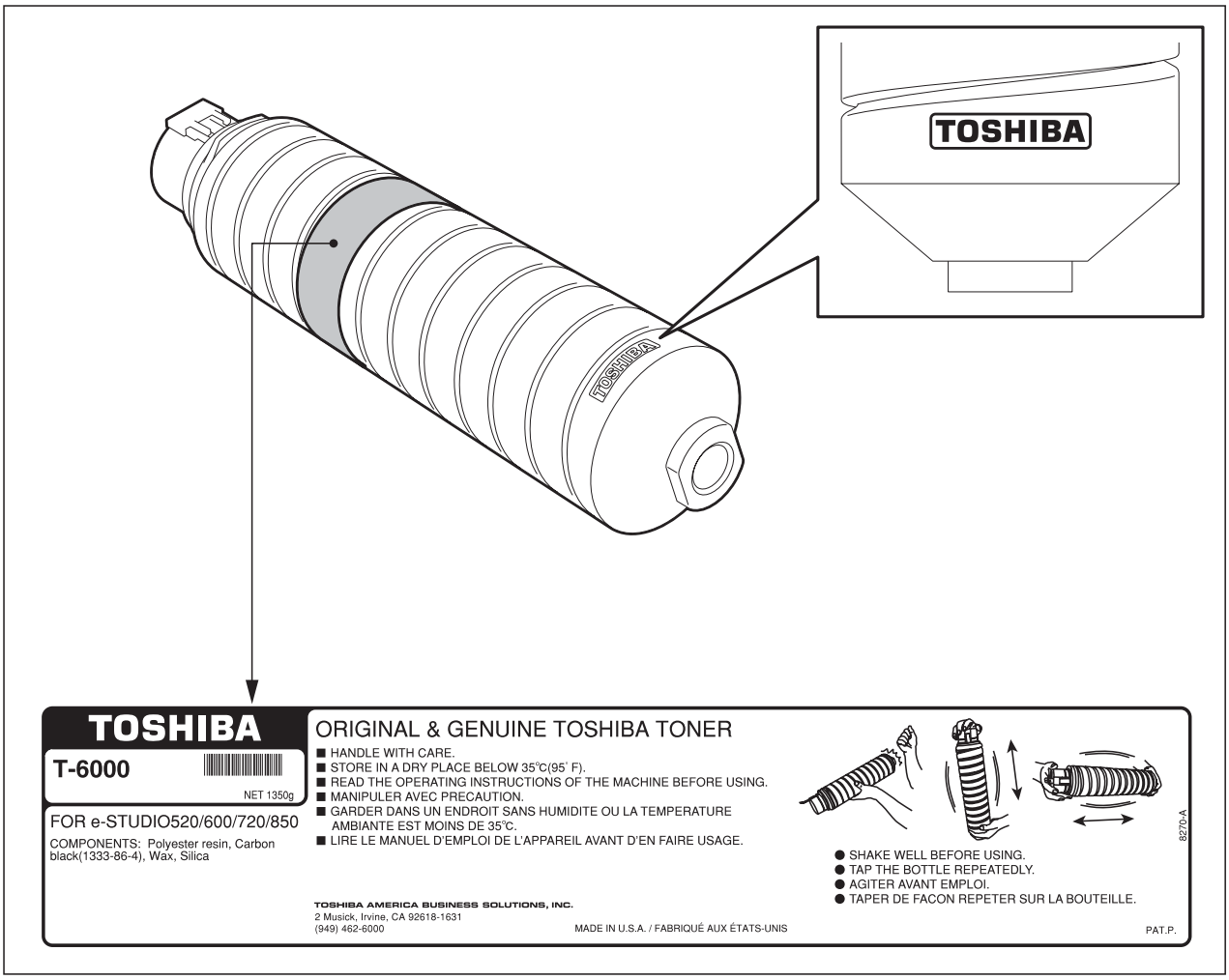
Regulations implemented on August 2, 1976 by the Bureau of Radiological Health (BRH) of the U.S Food and Drug Administration apply to laser products manufactured from August 1,1976. Laser products marketed in the United States must comply with these regulations.

Caution

Using controls or adjustments or performing procedures, other than those specified herein may result in hazardous radiation exposure.

TOSHIBA Quality is Second to None

e-STUDIO520/600/720/850 Toner Cartridges.
It is recommended that genuine TOSHIBA supplies and parts be used to obtain optimum results.



Supplies / Parts

- **Dependability**
  Genuine Toshiba supplies are subjected to the strictest of inspections so that every supply you receive will perform at optimal levels.
- **High Productivity**
  Genuine Toshiba supplies are created to meet the demands of our competitive world and provide high-speed reliable trouble-free copies when you need them.
- **Stable Image Quality**
  Genuine Toshiba supplies are designed to provide consistently stable image output.
- **Copier Kind**
  Genuine Toshiba supplies are designed to keep the copier and all its parts in trouble-free working order.
  Reduction of machine wear is due to Toshiba's intimate knowledge of the copier's characteristics ensuring the highest standard of care.
- **Machine Balance**
  From the beginning Toshiba supplies and machines were made for each other. Whenever Toshiba designs a new machine, it also designs a new toner that is made just for that machine. By using Genuine Toshiba supplies with Toshiba copiers, you are guaranteed optimum performance.

Toner

- **Optimum image Quality**
  Toshiba toner is manufactured using ultra-fine quality materials under precisely controlled conditions to ensure that your Toshiba copiers will continually generate sharp high-quality images.
- **Cost Advantage**
  Genuine Toshiba toner provides value. Only the proper amount of toner is used during the reproduction process thereby enabling the machine to continue to operate until all the toner has been used. In this way you get the full value from each cartridge used.
- **Environmental Harmony**
  Genuine Toshiba toner is manufactured with the environment in mind. To care for Mother Earth, we use embossed or plastic labels making our toner fully recyclable. In addition, harmful dust and ozone levels have been reduced to improve the working environment.
- **User Friendly**
  Genuine Toshiba toner is people-friendly. Before approving our toners for sale, we test them to be sure that they pass the strictest of health standards. This takes the worry out of handling the toner.

General

- **ISO 9000 and ISO 14000**
  Toshiba TEC toner plants are ISO 9001 and ISO 14001 certified. Our toners are of the highest quality and are environmental friendly.
- **Service and Support Benefits**
  Toshiba's Service engineers are certified to keep your copier performing at optimum levels.To ensure continuous image quality, utilize an authorized Toshiba Service provider to care for and perform periodical maintenance on your copier.

Preface

Thank you for purchasing the Toshiba Multifunctional Digital Systems e-STUDIO520/600/720/850. This Operator's Manual describes the following:

- How to use the Multifunctional Digital Systems.
- How to inspect and carry out maintenance on the Multifunctional Digital Systems.
- How to remedy mechanical and copying problems.

Before using the Multifunctional Digital Systems, thoroughly read and understand this Operator's Manual. To ensure that clean copies are made at all times and to keep your Multifunctional Digital Systems in optimum working order, this Operator's Manual should be readily available for future reference.

To ensure correct and safe use of the Toshiba Multifunctional Digital Systems e-STUDIO520/600/720/850, this Operator's Manual describes safety precautions according to the following three levels of warning:

Before reading this Operator's Manual, you should fully understand the meaning and importance of these signal words.

- **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 of the equipment or surrounding assets, or loss of data.
- **Note**
  Indicates a procedure you should follow to ensure the optimal performance of the Multifunctional Digital Systems and problem-free copying.

- **Tip**
  Describes handy information that is useful to know when operating the Multifunctional Digital Systems.

Features of the e-STUDIO520/600/720/850

The e-STUDIO600/720/850 is a multifunctional digital system which realizes a high-speed, high-image quality and higher performance. Its great variety of options, as well as the standard networking function, strongly supports your office work.

- The copy speed of the e-STUDIO520 is as fast as 52 copies per minute. The e-STUDIO600 has reached a copy speed of 60 copies per minute, the e-STUDIO720 has reached a copy speed of 72 copies per minute, and the e-STUDIO850 has reached 85 copies per minute. (When 1-sided LT landscape continuous copy is made in the non-sort mode without the Reversing Automatic Document Feeder being used.)
- The high-speed scanning of 71 sheets per minute (LT Landscape: 600 dpi) remarkably reduces working time.
- Availability of toner cartridge replacement during copying enhances its usability.
- Improved security-related features ensure users of the safe and pleasant working environment.
- The advanced e-BRIDGE features simplify the operation of multiple copy settings.
- The built-in wireless LAN unit and Bluetooth-compliant options are introduced to respond to user's wide-ranging needs.
- Toner remaining on the photoconductive drum can be recycled to reduce waste toner.
- The finisher for this high-speed equipment quickly finishes complex sorting or mass-copying.

General Precautions

When installing or moving

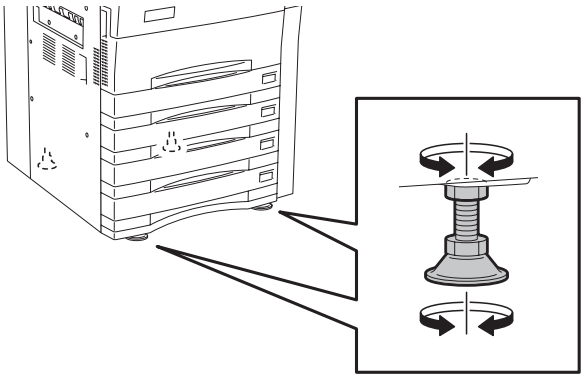
Warning

- This multifunctional digital systems requires 115 V, 20 A, 50/60 Hz electric power.
  Do not use a power supply with a voltage other than that specified.
  Avoid multiple connections in the same outlet. This could cause a fire or give you an electric shock. If you are considering increasing the number of outlets, contact an electrician.
- Always connect this multifunctional digital systems to an outlet with a ground connection to avoid the danger of fire or electric shock in case of short-circuiting. Contact your service representative for the details. Be sure to use a 3-conductor, grounded wall outlet.
  In areas, except U.S. and Canada, where a 2-pin plug is used, the multifunctional digital systems must be grounded for safety. Never ground it to a gas pipe, a water pipe, or any other object not suitable for grounding.
- Plug the power cord securely into the outlet. If it is not plugged in properly, it could heat up and cause a fire or give you an electric shock.
- Do not damage, break or attempt to repair the power cord.
  The following things should not be done to the power cord.
  - Twisting it
  - Bending it
  - Pulling it
  - Placing anything on it
  - Making it hot
  - Situating it near radiators or other heat sources

  This could cause a fire or give you an electric shock. If the power cord is damaged, contact your service representative.
- When removing the plug from the outlet, do not pull the power cord. Always hold the plug when removing it from the outlet. If the power cord is pulled, the wires may become broken and this could cause a fire or give you an electric shock.
- Make sure that the ventilation holes are not blocked up.
  If the temperature within the multifunctional digital systems becomes too high, a fire could result.
- Do not move the multifunctional digital systems to another building, up and down the stairs or for any great distance.
  This could cause an injury or give you and electric shock. When lifting or moving the multifunctional digital systems, contact your service representative.
- Do not move the multifunctional digital systems with optional equipment, such as the finisher, attached. This could cause a fire or give you an electric shock. When lifting or moving the multifunctional digital systems, contact your service representative.
- When moving the multifunctional digital systems, be sure to shut down the power prior to pulling out the plug from the outlet. If the power cord is damaged, this could cause a fire or give you an electric shock.
- The socket outlet should be near the equipment and be easily accessible.
- Pull out the plug from the outlet more than once a year to clean around the prongs. Accumulating dust and dirt could cause a fire due to the heat released by electric leakage.

Caution

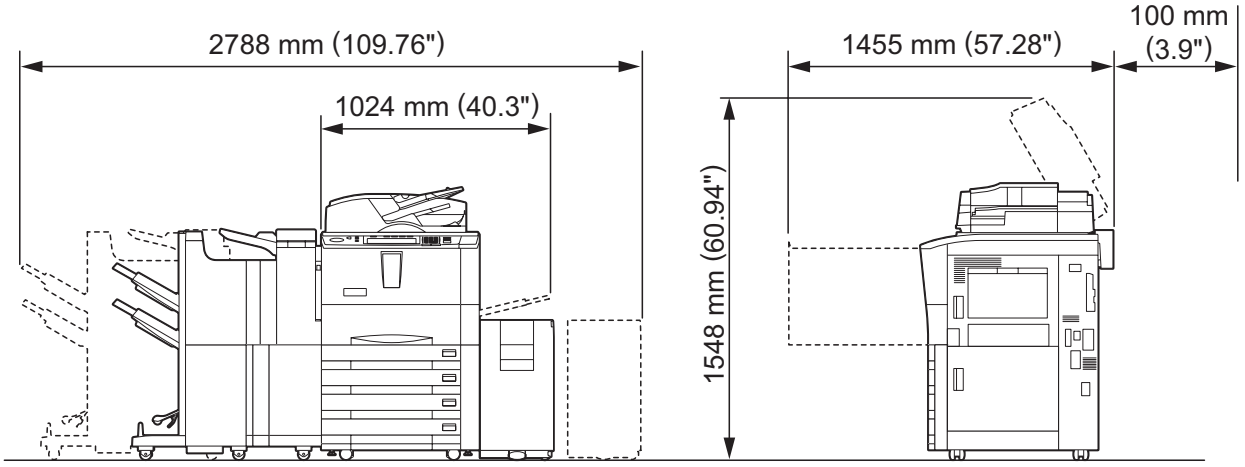
- Do not tilt the multifunctional digital systems more than 10 degrees when moving it. If it falls, this could result in personal injury.
- Avoid placing the multifunctional digital systems in a place unsuitable for its weight and also make sure the surface is level.
  Remember that if the multifunctional digital systems falls over, serious injuries could result.
  Weight of the multifunctional digital systems: approx. 463 lb.
- There are 4 adjusters (stoppers) at the bottom of the equipment (2 in the rear, 2 in the front). After moving/installing the equipment, be sure to turn and lower the adjusters, and then fix them firmly on the floor.
  Before moving the equipment, turn and raise the adjusters.



- When connecting the optional equipment and interface cable to the multifunctional digital systems, be sure to turn the power OFF. If the power is not turned off, you could get an electric shock.
  To turn the power OFF, see P.34 “Shutdown”.

Other points

- Make sure that there is enough space around the system to facilitate changing of parts, maintenance and clearing paper jam.
  If there is insufficient space, some operations, such as bypass feeding, will become difficult and the multifunctional digital systems could even break down.



- Be sure to fix the power cable securely so that no one trips over it.
- Adverse environmental conditions may affect the safe operation and performance of the multifunctional digital systems, and the multifunctional digital systems could break down.
  - Avoid locations near windows or with exposure to direct sunlight.
  - Avoid locations with drastic temperature fluctuations.
  - Avoid too much dust.
  - Avoid location that suffer from vibration.
- Allow the air to flow freely and make sure there is a ventilator.
  With inadequate ventilation, the unpleasant odor released by ozone will begin to dominate the atmosphere.

When using the multifunctional digital systems

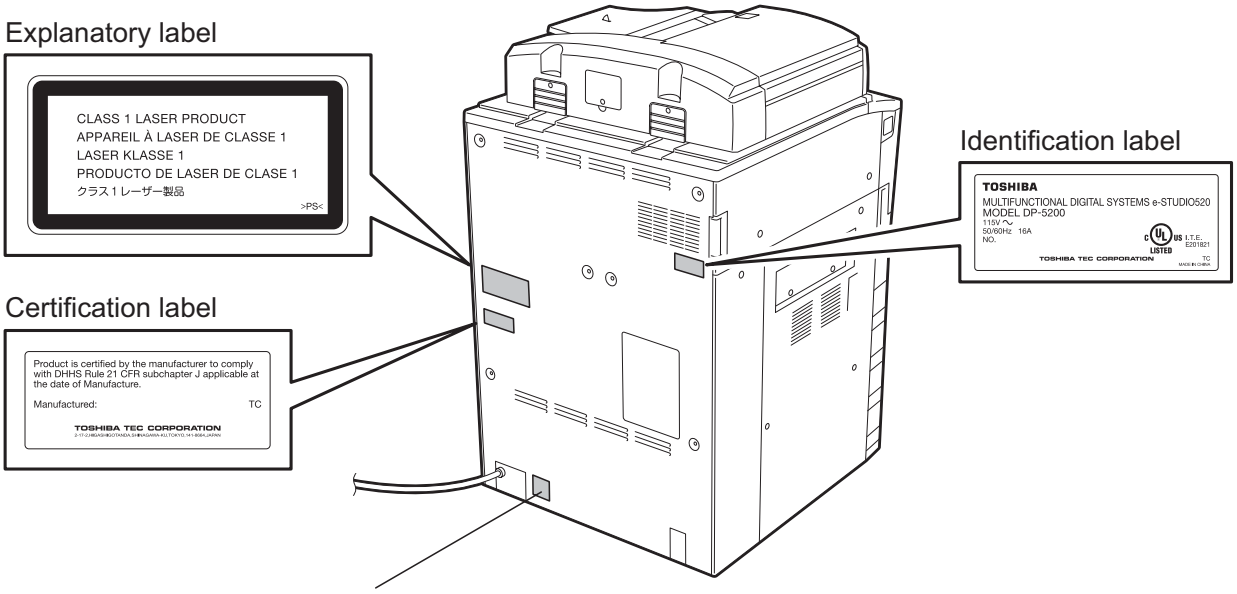
Warning

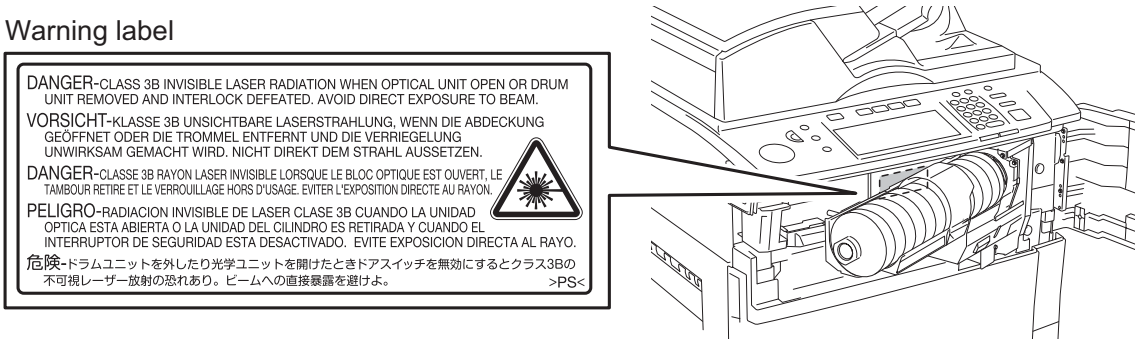
- Do not place metallic objects or containers with water (flower vases, coffee cups, etc.) on or near the multifunctional digital systems. And keep paper clips and staples away from the air vent. This could cause a fire or give you an electric shock.
- If the multifunctional digital systems becomes excessively hot, smoke comes out of it or there is an odd smell or noise, proceed as follows.
  Turn the main switch OFF and remove the plug from the outlet, then contact your service representative.
- If the multifunctional digital systems will not be used for more than one month, remove the plug from the outlet for safety purposes during that time.
  This could cause a fire or give you an electric shock if an insulation failure occurs.

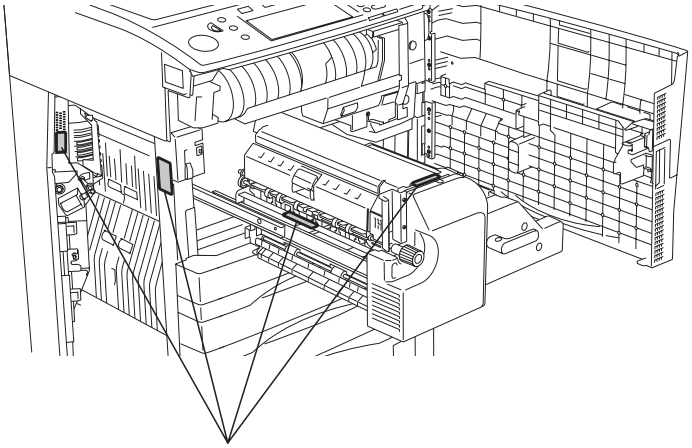
Caution

- Do not place heavy objects (9 lb. or more) on the original glass and do not press on it with force. Breaking the glass could cause personal injury.
- Do not place heavy objects (9 lb. or more) on the multifunctional digital systems. If the objects fall off, this could cause injury.
- Do not remove or connect the plug with wet hands, as this could give you an electric shock.
- Do not touch the fuser unit and the metal area around it. Since they are very hot, you could be burned or the shock could cause you to get your hand injured in the machine.
- Be careful not to let your fingers be caught when closing the drawer.
  This could injure you.
- Be careful not to let your fingers be caught between the equipment and the finisher (optional).
  This could injure you.
- Do not touch the metal portion of the guide board in the automatic duplexer as it could burn you.

Position of Certification label, etc.







Warning for high temperature areas

Other points

- Be very careful to treat the touch panel gently and never hit it. Breaking the surface could cause malfunctions.
- Do not turn the power OFF with jammed paper left inside the multifunctional digital systems. This could cause malfunctions when the main switch is turned ON next time. To turn the power OFF, see P.34 “Shutdown”.

During maintenance or inspection

Warning

- Never attempt to repair, disassemble or modify the multifunctional digital systems by yourself. You could cause a fire or get an electric shock.
  Always contact your Service representative for maintenance or repair of the internal parts of the multifunctional digital systems.
- Always keep the plug and outlet clean. Prevent them from accumulating dust and dirt. This could cause a fire and give you an electric shock due to the heat released by electric leakage.
- Do not let liquids such as water and oil get into the system when cleaning the floor. This could cause a fire and give you an electric shock.

Caution

- Do not touch the stapling area. The actual needle point could cause you personal injury.
  Saddle Stitch Finisher (optional) 🕮 P.303
  Finisher (optional) 🕮 P.300

Other points

- Do not use such solvents as thinner or alcohol when cleaning the surface of the multifunctional digital systems.
  - This could warp the shape of the surface or leave it discolored.
  - When using a chemical cleaning pad to clean it, pay attention to any cautionary points.

When handling supplies

Caution

- Never attempt to incinerate toner cartridges. This could cause an explosion. Do not dispose of used toner cartridges. Your service technician will collect them. (P.268 “3.Toner-Related Symbols”)

Disclaimer Notice

The following notice sets out the exclusions and limitations of liability of TOSHIBA TEC CORPORATION (including its employees, agents and sub-contractors) to any purchaser or user ('User') of the e-STUDIO520/600/720/850, including its accessories, options and bundled software ('Product').

1. The exclusion and limitations of liability referred to in this notice shall be effective to the fullest extent permissible at law. For the avoidance of doubt, nothing in this notice shall be taken to exclude or limit TOSHIBA TEC CORPORATION's liability for death or personal injury caused by TOSHIBA TEC CORPORATION's negligence or TOSHIBA TEC CORPORATION's fraudulent misrepresentation.

2. All warranties, conditions and other terms implied by law are, to the fullest extent permitted by law, excluded and no such implied warranties are given or apply in relation to the Products.

3. TOSHIBA TEC CORPORATION shall not be liable for any loss, cost, expense, claim or damage whatsoever caused by any of the following:
   - use or handling of the Product otherwise than in accordance with the manuals, including but not limited to Operator's Manual, User's Guide, and/or incorrect or careless handling or use of the Product;
   - any cause which prevents the Product from operating or functioning correctly which arises from or is attributable to either acts, omissions, events or accidents beyond the reasonable control of TOSHIBA TEC CORPORATION including without limitation acts of God, war, riot, civil commotion, malicious or deliberate damage, fire, flood, or storm, natural calamity, earthquakes, abnormal voltage or other disasters;
   - additions, modifications, disassembly, transportation, or repairs by any person other than service technicians authorized by TOSHIBA TEC CORPORATION; or
   - use of paper, supplies or parts other than those recommended by TOSHIBA TEC CORPORATION.

4. Subject to paragraph 1, TOSHIBA TEC CORPORATION shall not be liable to Customer for:
   - loss of profits; loss of sales or turnover; loss of or damage to reputation; loss of production; loss of anticipated savings; loss of goodwill or business opportunities; loss of customers; loss of, or loss of use of, any software or data; loss under or in relation to any contract; or
   - any special, incidental, consequential or indirect loss or damage, costs, expenses, financial loss or claims for consequential compensation;

   whatsoever and howsoever caused which arise out of or in connection with the Product or the use or handling of the Product even if TOSHIBA TEC CORPORATION is advised of the possibility of such damages.

   TOSHIBA TEC CORPORATION shall not be liable for any loss, cost, expense, claim or damage caused by any inability to use (including, but not limited to failure, malfunction, hang-up, virus infection or other problems) which arises from use of the Product with hardware, goods or software which TOSHIBA TEC CORPORATION has not directly or indirectly supplied