

MULTIFUNCTIONAL DIGITAL SYSTEMS

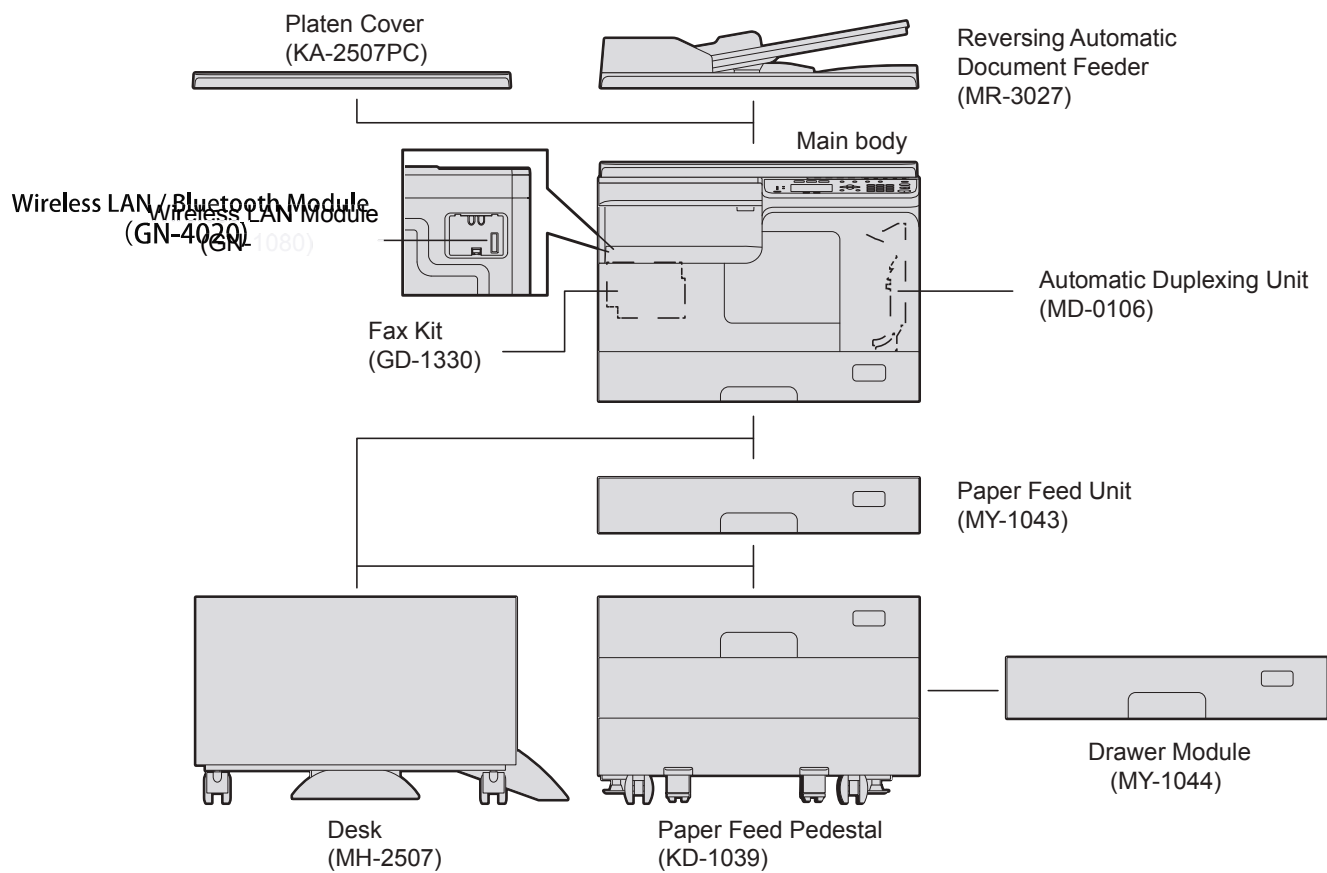
# User's Guide

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**e-STUDIO** with GN-4020

## ■ Configuration of options

The available options are listed below. Contact your service technician or service representative for details.



## ■ Saving energy when not in use - Energy saving mode -

To reduce power consumption, the equipment automatically enters into the energy saving mode when a specified period of time has passed since its last use.

### □ Types of energy saving mode

**Low power mode:** "SAVING ENERGY" appears on the LCD screen.

The equipment automatically enters into low power mode when a specified period of time elapses.

**Sleep mode:** The LCD screen is turned off and only [ENERGY SAVER] is lit.

The equipment enters into sleep mode when a specified period of time elapses or the [ENERGY SAVER] button is pressed.

#### Notes

- When "Status Monitor" is running, the equipment does not enter into the sleep mode. If you want to enable the sleep mode, exit it out.  
 P.74 "Status Monitor"
- This equipment does not enter sleep mode when the Wireless LAN /Bluetooth Module is installed.

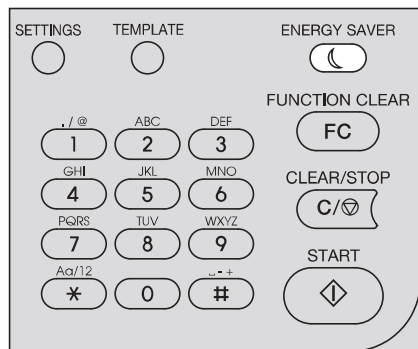
#### Tip

The timers for "AUTO POWER SAVE" and "SLEEP MODE" have been set respectively as the factory default settings. You can change them in the "USER FUNCTIONS" menu.

P.135 "User Functions Menu List"

### □ To turn the equipment into the energy saving mode (Sleep mode) manually

Press [ENERGY SAVER].



/Bluetooth Module is installed.

### Canceling conditions for energy saving mode

The energy saving mode is canceled under the following conditions.

- When [ENERGY SAVER], [START], [COPY], [SCAN], or [FAX] on the control panel is pressed.
  - For the low power mode: Press [ENERGY SAVER], [START], [COPY], [SCAN], or [FAX]
  - For the sleep mode: Press [ENERGY SAVER]
- When printing or scanning is performed from a PC connected with this equipment.
- When fax data is received.

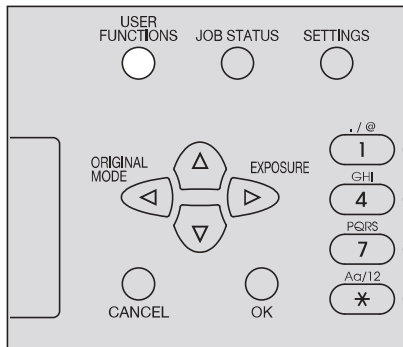
## User Functions Menu List

Before you start operating the “USER FUNCTIONS” menu, learn the general procedure below.

### Tips

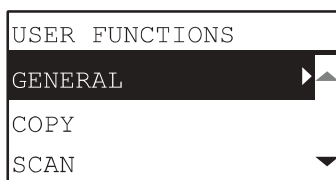
- Press [CANCEL] to exit from the setting without making any changes. You can also exit with the ◀ button if it is active.
- Press [CLEAR/STOP] to delete a character. Keep pressing [CLEAR/STOP] for a second to clear all characters.

### 1 Press [USER FUNCTIONS].



### 2 Press ▾ or ▲ to scroll the menu, and then press ▶ to enter the function menu.

📖 P.136 “User functions menu items”



### 3 Press ▾ or ▲ to scroll the menu, and then press ▶ to select the function.

### 4 Press ▾ or ▲ to scroll the menu, and then press ▶ to select the settings for each function.

### 5 Press ▾, ▲, ▶, or ◀ to select a setting, and then press [OK].

- Continues to the next step if the selected setting has more options or values.
- Exits from the menu if the selected setting has no more options or values. At this point, the operation is complete.

### 6 Make option settings with ▾, ▲, ▶, or ◀, or enter characters using the digital keys, and then press [OK].

- Repeat this step if the selected setting has more options or values.
- Exits from the menu if the selected setting has no more options or values. At this point, the operation is complete.

### Tip

The options or values vary depending on the function.

📖 P.138 “GENERAL”

📖 P.140 “COPY”

📖 P.141 “SCAN”

📖 P.141 “LIST”

📖 P.142 “WIRELESS SETTING”

📖 P.143 “ADDRESS BOOK”

📖 P.143 “DRAWER”

📖 P.143 “INFORMATION”

Menu Functions		Reference Pages
REPORT SETTING	AUTO JOURNAL	
	MEMORY TX	
	MULTI TX	
LIST	ADDRESS BOOK	
	FUNCTION	
	COUNTER	
	DEPARTMENT	
WIRELESS SETTING	-	
ADDRESS BOOK	E-MAIL	SINGLE NUMBER
		GROUP NUMBER
	PHONE BOOK	SPEED DIAL
		GROUP DIAL
		ONE TOUCH
DRAWER	DRAWER 1	
	DRAWER 2	
	DRAWER 3	
	DRAWER 4	
INFORMATION	COUNTER	TOTAL COUNTER
	TONER REMAIN	

## □ WIRELESS SETTING

You can configure the Wireless LAN /Bluetooth Module if it is installed.  
Select Infrastructure Mode or Ad Hoc Mode to specify the security mode.

### Notes

- If you do not set no security, anyone knows how the SSID can connect to the wireless network. Therefore, it is recommended to set the security if it is possible.
- Once the WIRELESS SETTING (except WPS) has been set up, exit from USER FUNCTIONS menu by pressing [CANCEL] or [USER FUNCTIONS] button. When "APPLY AND REBOOT?" message appears, select "YES", and then press [OK]. The equipment is automatically rebooted and the WIRELESS SETTING is applied.
- WPS  
WPS is a standard to allow easy wireless LAN configurations. This equipment supports Push Button Configuration and PIN methods.  
The Push Button Configuration method completes the configuration by transmitting the ESSID and encryption key to the wireless LAN device as you press the button on the Access Point.  
Whereas the PIN method completes the configuration by transmitting the ESSID and encryption key to the wireless LAN device as you register the PIN generated by the wireless LAN device to the Access Point.
- WPA2-PSK, WPA2/WPA-PSK  
WPA2 and WPA2/WPA-PSK are authentication methods using the PSK (Pre-Shared Key) between the Access Point and other wireless devices.  
To access the wireless network using the WPA2-PSK or WPA2/WPA-PSK authentication, the same PSK passphrase must be assigned in both the Access Point and other wireless devices. If the PSKs are same between the Access Point and other wireless devices, the Access Point allows them to access the wireless network through the Access Point.
- WEP  
WEP is a data encryption method using the WEP key between the Access Point and other wireless devices.  
WEP is less secure compared with WPA2 and WPA2/WPA-PSK. If the wireless network is configured in the Infrastructure Mode and the Access Point supports WPA2-PSK or WPA2/WPA-PSK, it is recommended to use WPA2-PSK or WPA2/WPA-PSK rather than WEP.

The following functions are available on the Wireless LAN menu.

Menu Functions			Settings	Description
ON	INFRASTRUCTURE	WPS	-	Selects the connection method from [PBC] or [PIN]. Press the WPS button on the Access Point within 2 minutes of selecting the PBC method. Register the PIN generated by this equipment to the Access Point within 2 minutes of selecting the PIN method.
		SSID/SECURITY	-	WPA2-PSK, WPA2/WPA-PSK: Specify the passphrase after selecting AES if you are using WPA2-PSK, or after selecting TKIP+AES if you are using WPA2/WPA-PSK. WEP: Selects the WEP encryption and key entry method, and then enter the WEP key. NONE: Sets no security for wireless access.
	Wi-Fi Direct	WPS	-	Selects the connection method from [PBC] or [PIN]. Press the WPS button on the Access Point within 2 minutes of selecting the PBC method. Register the PIN generated by this equipment to the Access Point within 2 minutes of selecting the PIN method.
OFF			-	Disables the wireless network.

The following functions are available on the Bluetooth menu.

Menu Functions		Description
ON	ALLOW DISCOVERY	Select whether all Bluetooth devices can find this equipment or not.
	DATA ENCRYPTION	Select whether enabling or disabling the data encryption for the Bluetooth
	SECURITY	Select whether to secure the Bluetooth connection using the PIN code.
OFF		Disable the Bluetooth.

## Wireless LAN / Bluetooth Module Model name: GN-4020

Item	Wireless LAN
Transmission Format	IEEE 802.11b/g/n standard Direct Sequence Spread Spectrum (DSSS) Orthogonal Frequency Division Multiplexing (OFDM)
Data Transmission Speed	IEEE 802.11b: 11, 5.5, 2, 1 Mbps IEEE 802.11g: 54, 48, 36, 24, 18, 12, 9, 6 Mbps IEEE 802.11n: MCS0-15 (HT20/40)
Access Method	CSMA/CA
Wireless Category	Low-power data transmission system
Security	Static WEP Key Length: 40 bit, 104 bit WPA2: PSK(AES(CCMP)) WPA2/WPA mixed: PSK(AES(CCMP))+TKIP
Operation Mode	Infrastructure Mode, Wi-Fi Direct , WPS2.0 PBC or PIN method
Wireless ON/OFF	Available
Wired LAN/Wireless LAN Simultaneous Operation	Not Available

Item	Bluetooth
Standard	Bluetooth version 2.1,3.0
Frequency Band	2.4 GHz (2400 to 2483.5 GHz)
Data Rate	Max. 720 kbps (Asymmetric) Max. 430 kbps (Symmetric)
Radio Modulation	AFT (Adaptive Frequency Hopping)
Aerial Power	1 mW/MHz or below (Power Class 3)
Support Profile	HCRP, BIP, OPP,HID, FTP (Receive only)
Bluetooth ON/OFF	Available
Wireless LAN/Bluetooth Simultaneous Operation	Available

## **Precautions for Wireless LAN/ Bluetooth Adapter**

### **Precautions for Use**

This product is classified as “wireless equipment for stations of low-power data transmissions systems” under the Wireless Telegraphy Act, and does not require a radio transmission license. The law prohibits modification of the interior of this product.

### **About TOSHIBA Wireless Solution**

#### **Wireless LAN Interoperability**

The Wireless LAN is designed to be interoperable with wireless LAN technology that is based on the DSSS/OFDM radio technology.

- Wi-Fi (Wireless Fidelity) certified by the Wi-Fi Alliance. This means that your Wireless hardware will communicate with other vendors' IEEE 802.11 B/G/N compliant wireless LAN product.
- Fully compatible with any of other wireless LAN system based on Direct Sequence Spread Spectrum (DSSS)/Orthogonal Frequency Division Multiplexing (OFDM) radio technology that complies with the IEEE 802.11 standard on wireless LANs (Revision B/G/N).

#### **Bluetooth Interoperability**

Bluetooth module is designed to be interoperable with any product with Bluetooth wireless technology that is based on Adaptive Frequency Hopping (AFH) radio technology.

- The profile version 2.1,3.0 as defined and approved by the Bluetooth Special Interest Group.
- Logo certification with Bluetooth wireless technology as defined by the Bluetooth Special Interest Group.

### **Wireless and your Health**

Wireless LAN/Bluetooth products, like other radio devices, emit radio frequency electromagnetic energy. The level of energy emitted by Wireless devices however is far much less than the electromagnetic energy emitted by wireless devices like for example mobile phones.

Because Wireless LAN and Bluetooth products operate within the guidelines found in radio frequency safety standards and recommendations, TOSHIBA believes Wireless LAN/Bluetooth module is safe for use by consumers. These standards and recommendations reflect the consensus of the scientific community and result from deliberations of panels and committees of scientists who continually review and interpret the extensive research literature.

In some situations or environments, the use of Wireless LAN and Bluetooth may be restricted by the proprietor of the building or responsible representatives of the organization. These situations may for example include:

- Using the Wireless LAN/Bluetooth equipment on board of aeroplanes, or
- In any other environment where the risk of interference to other devices or services is perceived or identified as harmful.

If you are uncertain of the policy that applies on the use of wireless devices in a specific organization or environment (e.g. airports), you are encouraged to ask for authorization to use the Wireless LAN and Bluetooth devices prior to turning on the equipment.

### **NOTE**

- Wireless LAN and Bluetooth™ operate within the same radio frequency range and may interfere with one another. If you use Wireless LAN and Bluetooth™ devices simultaneously, you may occasionally experience a less than optimal network performance or even lose your network connection.
- If you should experience any such problem, immediately turn off your Wireless LAN and Bluetooth™ network..

### **Regulatory Information**

The Wireless LAN/Bluetooth must be installed and used in strict accordance with the manufacturer's instructions as described in the user documentation that comes with the product. This device complies with the following radio frequency and safety standards.



## FCC

### •USA–Federal Communications Commission

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

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

### **FCC Caution:**

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

### **Non-modification Statement:**

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

This device has been tested and meets the FCC RF exposure guidelines. The maximum SAR value reported is 0.855 W/kg.

Ensure that the device is at least 5 mm from the body while the device is operating.

Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

## IC

### •Canada–Industry Canada

This Class B digital apparatus complies with Canadian ICES-003, RSS-247, and CAN ICES-3(B)/ NMB-3(B).

Cet appareil numérique de classe B est conforme aux normes canadiennes ICES-003, RSS-247, et CAN ICES-3(B)/ NMB-3(B).

Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device. The IC ID for this device is 1004C-GN4020.

Son fonctionnement est soumis aux deux conditions suivantes: (1) cet appareil ne doit pas causer d'interférence et (2) cet appareil doit accepter toute interférence, notamment les interférences qui peuvent affecter son fonctionnement. L'identifiant IC de cet appareil est 1004C-GN4020.

Radio Frequency (RF) Exposure Information The radiated output power of the Wireless Device is below the Industry Canada (IC) radio frequency exposure limits. The Wireless Device should be used in such a manner such that the potential for human contact during normal operation is minimized.

This device has been evaluated for and shown compliant with the IC Specific Absorption Rate ("SAR") limits when installed in specific host products operated in portable exposure conditions.

Informations concernant l'exposition aux fréquences radio (RF) La puissance de sortie émise par l'appareil de sans fil est inférieure à la limite d'exposition aux fréquences radio d'Industry Canada (IC). Utilisez l'appareil de sans fil de façon à minimiser les contacts humains lors du fonctionnement normal.

Ce périphérique a été évalué et démontré conforme aux limites SAR (Specific Absorption Rate – Taux d'absorption spécifique) d'IC lorsqu'il est installé dans des produits hôtes particuliers qui fonctionnent dans des conditions d'exposition à des appareils portables.

## CE

### •Europe – EU Declaration of Conformity

This device complies with the essential requirements of the R&TTE Directive 1999/5/EC with essential test suites as per standards:

EN 300 328:

Electromagnetic compatibility and Radio Spectrum Matters (ERM); Wideband Transmission systems; Data transmission equipment operating in the 2,4 GHz ISM band and using spread spectrum modulation techniques

EN 301 489-17:

Electromagnetic compatibility and Radio Spectrum Matters (ERM); ElectroMagnetic Compatibility (EMC) standard for radio equipment and services;

Part 17: Specific conditions for 2,4 GHz wideband transmission systems and 5 GHz high performance RLAN equipment

EN 60950-1:

Safety of information technology equipment, including electrical business equipment

EN 62311:

Assessment of electronic and electrical equipment related to human exposure restrictions for electromagnetic fields (0 Hz – 300 GHz)

Par la présente TOSHIBA TEC déclare que l'appareil GN-4020 est conforme aux exigences essentielles et aux autres dispositions pertinentes de la directive 1999/5/CE
Par la présente, TOSHIBA TEC déclare que ce GN-4020 est conforme aux exigences essentielles et aux autres dispositions de la directive 1999/5/CE qui lui sont applicables
Härmed intygar TOSHIBA TEC att denna GN-4020 står i överensstämmelse med de väsentliga egenskapskrav och övriga relevanta bestämmelser som framgår av direktiv 1999/5/EG.
Undertegnede TOSHIBA TEC erklærer herved, at følgende udstyr GN-4020 overholder de væsentlige krav og øvrige relevante krav i direktiv 1999/5/EF
Hiermit erklärt TOSHIBA TEC, dass sich dieser/diese/dieses GN-4020 in Übereinstimmung mit den grundlegenden Anforderungen und den anderen relevanten Vorschriften der Richtlinie 1999/5/EG befindet". (BMW)
Hiermit erklärt TOSHIBA TEC die Übereinstimmung des Gerätes GN-4020 mit den grundlegenden Anforderungen und den anderen relevanten Festlegungen der Richtlinie 1999/5/EG. (Wien)
ΜΕ ΤΗΝ ΠΑΡΟΥΣΑ ΤΟSHIBA TEC ΔΗΛΩΝΕΙ ΟΤΙ GN-4020 ΣΥΜΜΟΡΦΩΝΕΤΑΙ ΠΡΟΣ ΤΙΣ ΟΥΣΙΩΔΕΙΣ ΑΠΑΙΤΗΣΕΙΣ ΚΑΙ ΤΙΣ ΛΟΙΠΕΣ ΣΧΕΤΙΚΕΣ ΔΙΑΤΑΞΕΙΣ ΤΗΣ ΟΔΗΓΙΑΣ 1999/5/ΕΚ
Η Toshiba TEC Corporation δηλώνει με το παρόν ότι το μοντέλο GN-4020 ασύρματου προσαρμογέα LAN συμμορφώνεται με τις βασικές απαιτήσεις και τις λοιπές σχετικές διατάξεις της Οδηγίας 1999/5/ΕΚ
Con la presente TOSHIBA TEC dichiara che questo GN-4020 è conforme ai requisiti essenziali ed alle altre disposizioni pertinenti stabilite dalla direttiva 1999/5/CE.
Por medio de la presente TOSHIBA TEC declara que el GN-4020 cumple con los requisitos esenciales y cualesquiera otras disposiciones aplicables o exigibles de la Directiva 1999/5/CE

TOSHIBA TEC declara que este GN-4020 está conforme com os requisitos essenciais e outras disposições da Directiva 1999/5/CE.
Toshiba TEC Corporation, GN-4020 model Kablosuz LAN Adaptörünün 1999/5/EC Tüzüğüne temel gereksinimlerine ve diğer ilgili uygulamalara uyduğunu beyan eder.
Thoshiba TEC Corpration timto prohlasuje, ze GN-4020 je ve shode se zakladnimi pozadavky a s dalsimi prislusnymi ustanoveni Narizeni vlady c. 426/2000 Sb.
Toshiba TEC Corporation declară prin prezenta că adaptorul fără fir LAN model GN-4020 este în conformitate cu cerințele esențiale și cu alte prevederi corespunzătoare ale Directivei 1999/5/EC

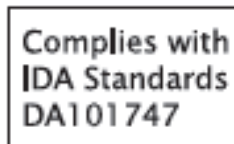
**Importer(For EU):**

Toshiba TEC Germany Imaging Systems GmbH  
Carl-Schurz-Str.7, 41460 Neuss, Germany

**Manufacturer:**

TOSHIBA TEC CORPORATION  
1-11-1, Osaki, Shinagawa-ku, Tokyo, 141-8562, Japan

•Singapore Portion



•Approved Countries/Regions for use for the Toshiba Wireless LAN/Bluetooth

This equipment is approved to the radio standard by the specific countries/regions. Please ask Toshiba authorized dealer or service engineer.

•NOTES!

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- Notwithstanding the foregoing, the manufacturer is unable to accept any claims for losses or lost profits, etc. Resulting from the use of this product.
- TOSHIBA TEC will not guarantee the machine performance if you perform any setting other than specified in this manual.