

TOSHIBA

**DIGITAL PLAIN PAPER COPIER
OPERATOR'S MANUAL
FOR PRINTER FUNCTION**

**NETWORK PRINTER BOARD GA-1140
USER'S GUIDE**

e-STUDIO 550

e-STUDIO 650

e-STUDIO 810

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Preface

Thank you for purchasing Toshiba Tec's GA-1140 Network Printer Controller. This USER'S GUIDE explains the instructions for users to set up your computer and print to GA-1140 printer. Read this guide before printing to your e-STUDIO550/650/810 with the GA-1140 Network Printer Board. Keep this guide within easy reach, and use it to configure quality printing environment and make the best of your printer's functions.

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Introduction

Installing User Software on a Windows Computer

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Introduction

About the Documentation

About this Guide

This manual describes how to install the user software for the TOSHIBA GA-1140 Network Printer Board™, set up printing, and manage print jobs from Microsoft Windows and Apple Mac OS computers. For information about setting up network servers and clients to use the GA-1140, see *Administrator's Guide*. For general information on using the copier, your computer, your application software, or your network, see the manuals that accompany those products.

The term “GA-1140” is used in this manual to refer to the TOSHIBA GA-1140 Network Printer Board.

Convention

PS indicates features that require the PS3 Upgrade option.

HDD indicates features and functionality for which PS3 Scan & HDD Upgrade option is required.

About Other Manuals

There are also following manuals which are included in the User Documentation CD-ROM:

Administrator's Guide - explains basic configuration and administration of the GA-1140 for the supported platforms and network environments. It also includes guidelines for setting up Windows NT/2000 and Novell NetWare servers to provide printing services to clients.

HDD : *Fiery Utilities Guide* and *Scan & E-mail Guide* are also included in the PS3 Scan & HDD Upgrade (GE-1060+GE-1110).

Fiery Utilities Guide - explains how to use optional software for the GA-1140 which are available with the PS3 Scan & HDD Upgrade kit such as the Fiery WebTools, Command WorkStation, and the DocBuilder Pro.

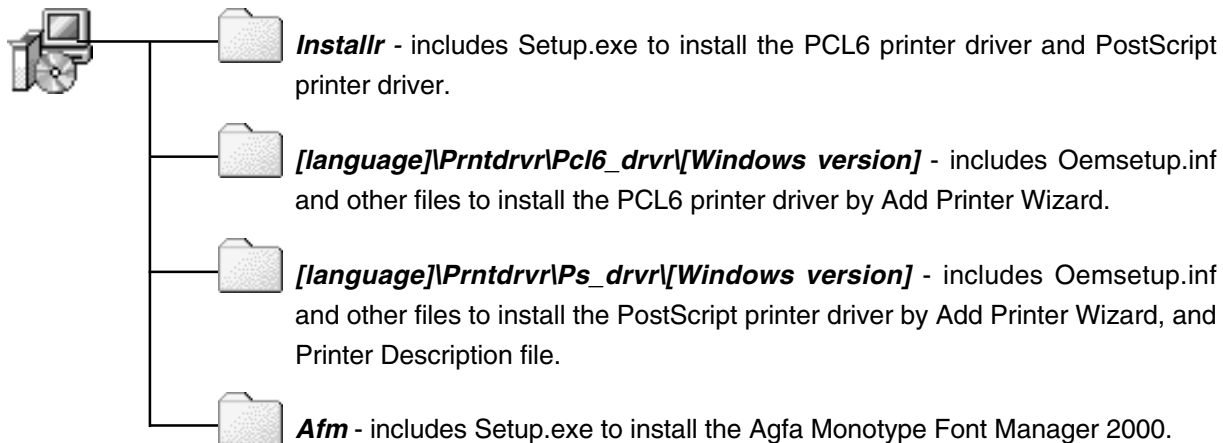
Scan & E-mail Guide - explains basic configuration and operation of the GA-1140 scan and e-mail service function which are available with the PS3 Scan & HDD Upgrade kit.

About User Software CD-ROM

Contents of User Software CD-ROM

Windows

The contents of User Software CD-ROM are:



SUPPLEMENT:

For further information about user softwares for Windows, please refer to “About User Software for Windows”. ► P14 “About User Software for Windows”

Mac OS

The contents of User Software CD-ROM are:



Fonts - is an installer for screen and printer fonts.



[language]:Printer Driver - includes an installer for AdobePS 8.7.2 printer driver and other files such as PPD files under the Printer Description folder.

SUPPLEMENT:


For further information about user softwares for Mac OS, please refer to “About User Software for Mac OS”. ► P72 “About User Software for Mac OS”


Installing User Software on a Windows Computer

About User Software for Windows

The following user softwares are included in the User Software CD-ROM:

PCL6 Printer Driver - enables you to print to the GA-1140 from Windows computers; supports all special GA-1140 PCL6 print features. This printer driver is utilized for printing the document which uses the TrueType font.

 **PostScript Printer Driver** - enables to print to the GA-1140 from Windows computers; supports special Fiery and PostScript 3 features. This printer driver is utilized for printing the high-graphical document which uses the PostScript font and graphics. The PS3 Upgrade option or PS3 Scan & HDD Upgrade option should be installed on the GA-1140 in order to use the PostScript printer driver.

 **PostScript Printer Description file (PPD)** - allows the GA-1140 to appear in popular applications' Print and Page Setup dialog boxes for use with the PostScript printer driver. Some applications require the PPD file to be copied into specific location to enable printing with the PostScript printer driver. In this case, copy the PPD file to appropriate location to enable printing from an application.

Agfa Monotype Font Manger 2000 - enables to manage your fonts on Windows, including installing, uninstalling, organizing, and previewing TrueType and Type 1 fonts. When you are using the PCL6 printer driver for printing, please install this software because this supports installing fonts that are compatible to internal PCL fonts on the GA-1140.

Planning for Installation

The installation of user softwares on Windows is different depending on what you expect for printing. The PCL6 printer driver is effective for printing a document which uses TrueType fonts, such as a Microsoft Word document so on.

The PostScript printer driver is effective for high-graphical document which uses PostScript fonts and graphics, such as Adobe PageMaker so on.

When using PCL6 Printer Driver

When you want to print using the PCL6 printer driver, install the following softwares:

1. Install the PCL6 printer driver.
 - ▶ P16 “Installing the Printer Driver”
2. Install the Agfa Font Manager 2000.
 - ▶ P69 “Installing the Agfa Monotype Font Manager 2000”

When using PostScript Printer Driver

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

When you want to print using the PostScript printer driver, install the following softwares:

1. Install the PostScript printer driver.
 - ▶ P16 “Installing the Printer Driver”

Installing the Printer Driver

About the Installation

Before installing the printer driver to your computer, read this section to understand about installation.

Type of Printer Driver

Two types of printer driver are available for the GA-1140:

- PCL6 Printer Driver
The PCL6 printer driver allows you to print to the GA-1140 as a PCL printer.
- PostScript Printer Driver
The PostScript printer driver allows you to print to the GA-1140 as a PostScript Level 3 compatible printer.

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Printer Driver.

System Requirements

To install the printer drivers on a Windows workstation, the following environments are required.

Hardware:	PC/AT compatible with an 80486, AMD, or Pentium processor
OS:	Windows 95, Windows 98, Windows Me Windows NT 4.0 with Service Pack 6 or later Windows 2000 with Service Pack 2 or later Windows XP
Memory:	16MB or more for Windows 95 24MB or more for Windows 98 32MB or more for Windows Me 32MB or more for Windows NT 4.0 64MB or more for Windows 2000 64MB or more for Windows XP

About the Installation Procedure

Please find the installation procedure suited to your environment from the followings:

Step1: Installing the Printer Driver

Installing the printer driver varies depending on how you configure the connection for printing:

For Parallel Printing

- ▶ P18 “Installing the Printer Driver for Parallel Printing”

For SMB Printing

- ▶ P21 “Installing the Printer Driver for SMB Printing”

For LPR Printing

- ▶ P31 “Installing the Printer Driver for LPR Printing”

For IPP Printing

- ▶ P44 “Installing the Printer Driver for IPP Printing”

For Novell Printing

- ▶ P49 “Installing the Printer Driver for Novell Printing”

Step2: Configuring the Options

- ▶ P59 “Configuring the Options”

Step3: Setting the User Information

- ▶ P66 “Setting the User Information”

SUPPLEMENT:

When you want to print from some Windows applications supported the PS printing such as Adobe PageMaker, you should copy the printer description file to a specific folder.

- ▶ P68 “Copying the Printer Description Files for Windows”

Installing the Printer Driver for Parallel Printing

PREPARATION:

Before installing the printer driver for parallel printing, please make sure of the following:

- The GA-1140 printer is connected to your computer and turned on.

To make sure above statement, see Administrator's Guide to perform the set up for parallel printing.

REQUIREMENT:

You must log into as a user who has the "Administrators" or "Power Users" privilege when using Windows NT 4.0, Windows 2000, and Windows XP.

1 Insert the User Software CD-ROM into the CD-ROM drive.

- The installer automatically starts and the Welcome dialog box appears.

SUPPLEMENT:

When the installer does not automatically start, double-click on "Setup.exe" in the "Installr" folder of the User Software CD-ROM.

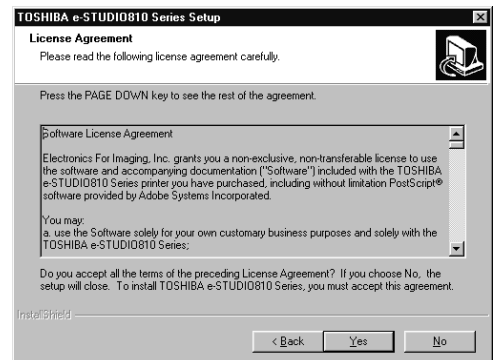


2 Click on [Next].

- The Software License Agreement dialog box appears.

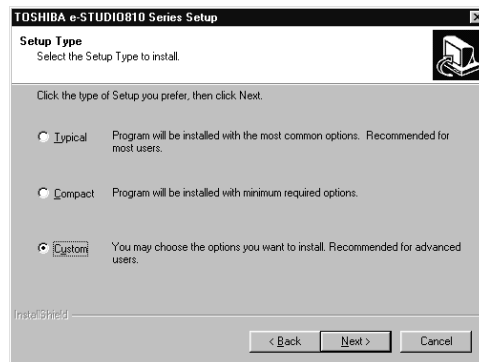
3 Click on [Yes].

- The Setup Type dialog box appears.



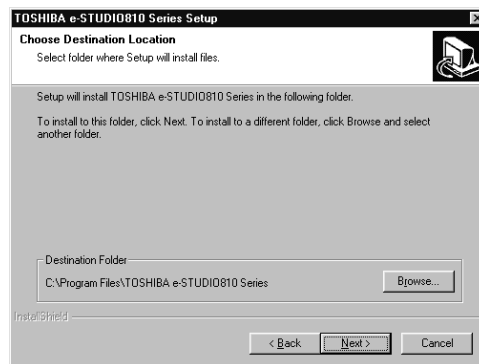
4 Select “Custom” and click on [Next].

- The Choose Destination dialog box appears.



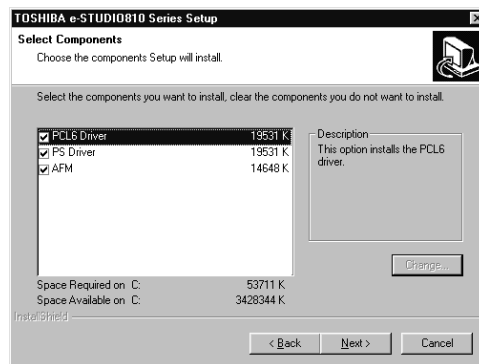
5 Click on [Next].

- Click on [Browse...] and select the folder only if you want to change the folder which the software will be installed.



6 Select the components to be installed and click on [Next].

- The Select Port dialog box appears.



PCL6 Driver

Check this to install the PCL6 printer driver.

PS Driver

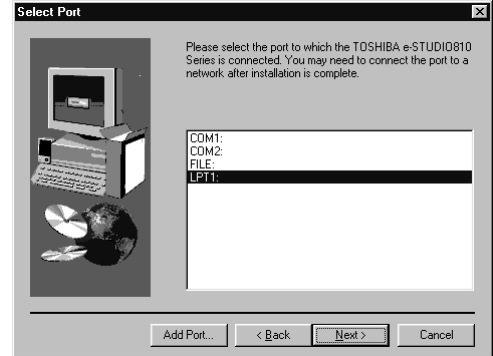
Check this to install the PostScript printer driver.

AFM

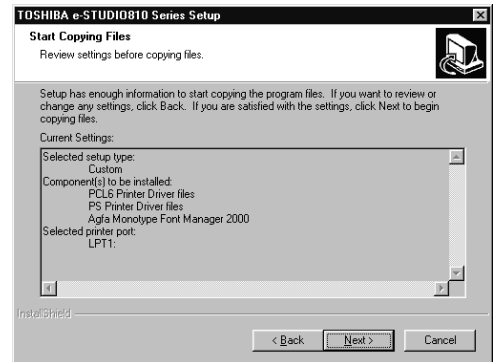
Check this to install the Agfa Monotype Font Manager 2000.

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

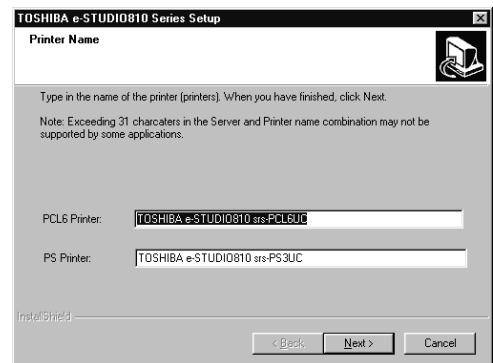
- 7** Select “LPT1” and click on [Next].
- The Start Copying Files dialog box appears.



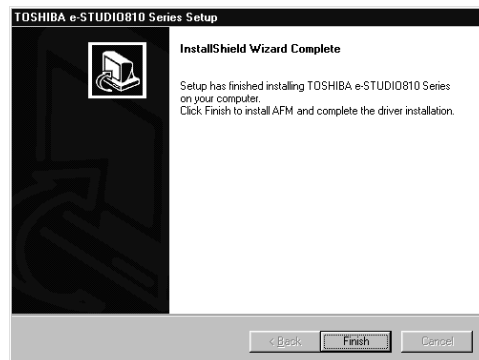
- 8** Click on [Next].
- Start copying files.



- 9** Change the name if desired and click on [Next].



- 10** Click on [Finish].
- The installation is completed.
 - When you selected to install the Agfa Monotype Font Manager 2000, the Welcome dialog box appears. In this case, continue the installation.
 - ▶ P69 “Installing the Agfa Monotype Font Manager 2000”



- 11** Continue the operation to configure the option settings on the printer driver.
- ▶ P59 “Configuring the Options”

Installing the Printer Driver for SMB Printing

PREPARATIONS:

Before installing the printer driver for SMB printing, please make sure of the following:

- The GA-1140 printer is connected to the network and turned on.
- The TCP/IP setting is completed correctly.
- The Windows Printing is completed correctly.

To make sure above statements, ask your network administrator or see Administrator’s Guide to perform the set up for SMB printing.

SUPPLEMENT:

When you want to install the Agfa Monotype Font Manager 2000, you should install it separately.

- ▶ P69 “Installing the Agfa Monotype Font Manager 2000”

The procedure to Install the printer driver for SMB printing is different depending on the version of the Windows.

- ▶ P22 “Windows 95/98/Me”
- ▶ P26 “Windows NT 4.0/2000/XP”

Windows 95/98/Me

The procedure here describes an installation on Windows 98. The procedures are the same when other versions of Windows is used.

HDD : When the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed on your GA-1140 printer, a printer driver, which is selected for the SMB Printing option in the TopAccess, is automatically installed by following the procedure here. If you want to install another printer driver for SMB printing, right-click the queue and select [Install] to install another printer driver. When you install both printer drivers by this method, change the emulation of the printer driver for printing by right-clicking the printer icon in the Printers folder and select [Properties], then select the desired printer driver in the “Print using the following driver” menu in the Details tab.

1 Open the GA-1140 printer in the Network Neighborhood with the Windows Explorer, and double-click on a queue.

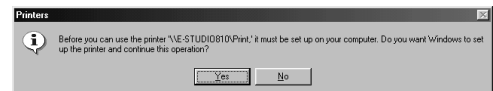
- Select a queue depending on how you want to print.
 - Direct** - print jobs are sent straight to the printer without spooling.
 - Hold** - print jobs are held until users operate copying or moving them to the Print queue with the job management tools.
 - Print** - print jobs are spooled to the hard disk in the GA-1140 printer and printed out. Use this queue for general printing.
- The Printers dialog box appears.



HDD : The Hold queue and Print queue are only available when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed.

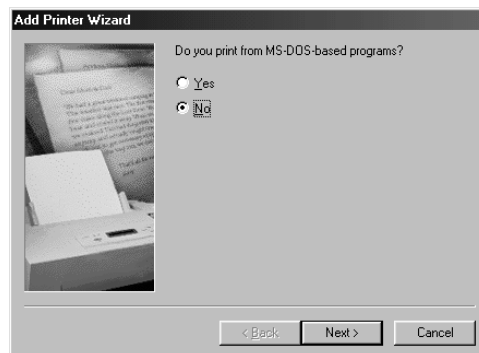
2 Click on [Yes].

- When installing to Windows 95, Windows 98, or Windows Me, the Add Printer Wizard dialog box appears. Continue to next step.



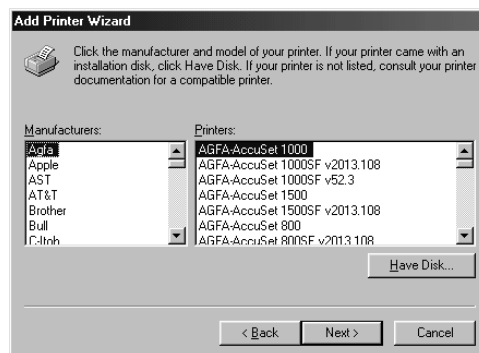
3 Select whether printing MS-DOS-based programs and click on [Next].

- When the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed on your GA-1140 printer, go to step 10.



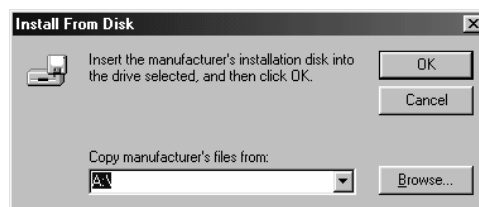
4 Click on [Have Disk...].

- The Install From Disk dialog box appears.



5 Click on [Browse...].

- The Locate File dialog box appears.

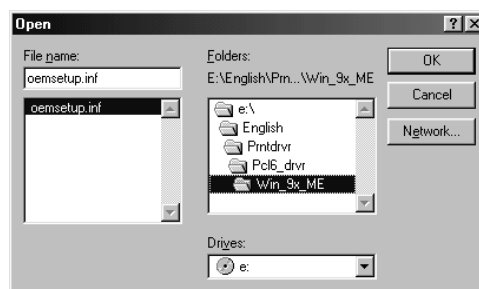


6 Insert the User Software CD-ROM into the CD-ROM drive.

- When inserting the User Software CD-ROM, the installer may automatically start. Click on [Cancel] to exit the installer and continue the operation.

7 Locate the directory where the printer driver for Windows 95/98/Me is located, select the "oemsetup.inf" file, and click on [OK].

- When you want to install the PCL6 printer driver, locate "[CD-ROM drive]:\English\Prntdrv\Pcl6_drvr\Win_9x_ME".
- When you want to install the PostScript printer driver, locate "[CD-ROM drive]:\English\Prntdrv\Pcdrvr\Win_9x_ME".

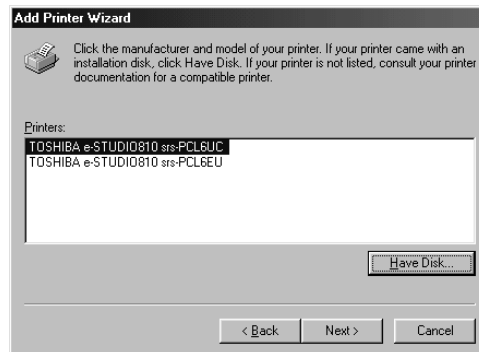


8 Click on [OK].



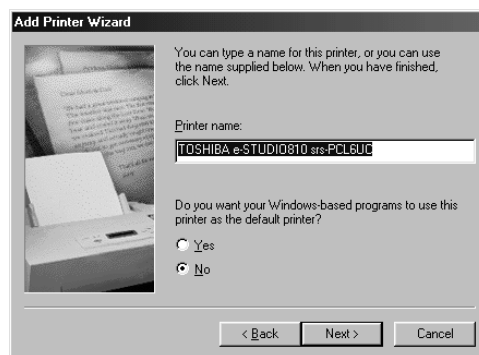
9 Select the printer driver that compatible to your GA-1140 printer and click on [Next].

- When the GA-1140 printer is an US version, which the default paper size type is LT system, select “TOSHIBA e-STUDIO810 srs-PCL6UC” (when you install the PCL6 printer driver) or “TOSHIBA e-STUDIO810 srs-PS3UC” (when you install the PostScript printer driver).
- When the GA-1140 printer is an European version, which the default paper size type is A4 system, select “TOSHIBA e-STUDIO810 srs-PCL6EU” (when you install the PCL6 printer driver) or “TOSHIBA e-STUDIO810 srs-PS3EU” (when you install the PostScript printer driver).

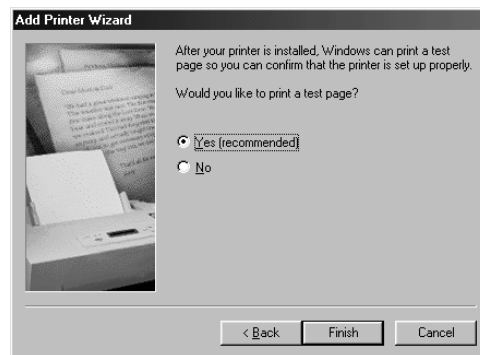


PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

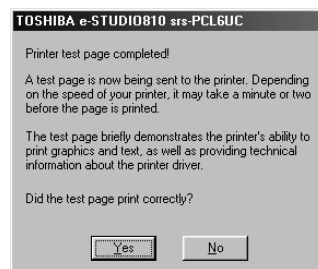
10 Change the name if desired, select whether using this printer as a default printer, and click on [Next].



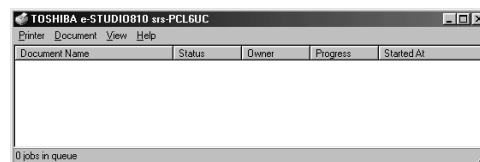
11 Select “Yes” to print a test page and click on [Finish].



12 Make sure a test page is printed successfully and click on [Yes] to close the dialog box.



13 The printer driver is installed and the print queue window appears.



14 Continue the operation to configure the option settings on the printer driver.
 ► P59 “Configuring the Options”

Windows NT 4.0/2000/XP

REQUIREMENT:

You must log in Windows as a user who has the “Administrators” or “Power Users” privilege.

HDD : When you are installing to the Windows NT 4.0:

When the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed on your GA-1140 printer, you can also install a printer driver for Windows NT 4.0, which is selected for the SMB Printing option in the TopAccess, by double-clicking on the desired queue displayed in the Network Neighborhood with the Windows Explorer. If you want to install another printer driver for SMB printing, right-click the queue and select [Install] to install another printer driver. When you install both printer drivers by this method, change the emulation of the printer driver for printing by right-clicking the printer icon in the Printers folder and select [Properties], then select the desired printer driver in the “Drivers” menu in the Details tab.

To install the printer driver for SMB printing, install the printer driver using the installer in the User Software CD-ROM.

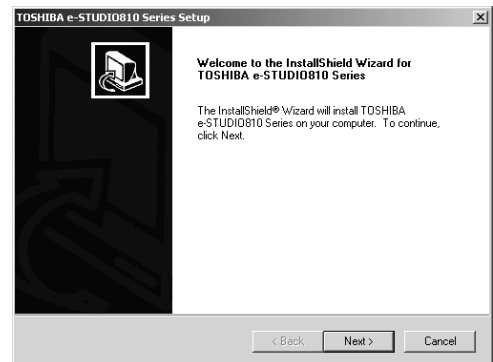
The procedure here describes an installation on Windows 2000. The procedures are same when Windows NT 4.0 or Windows XP is used although the some dialog boxes are different.

1 Insert the User Software CD-ROM into the CD-ROM drive.

- The installer automatically starts and the Welcome dialog box appears.

SUPPLEMENT:

When the installer does not automatically start, double-click on “Setup.exe” in the “Installr” folder of the User Software CD-ROM.

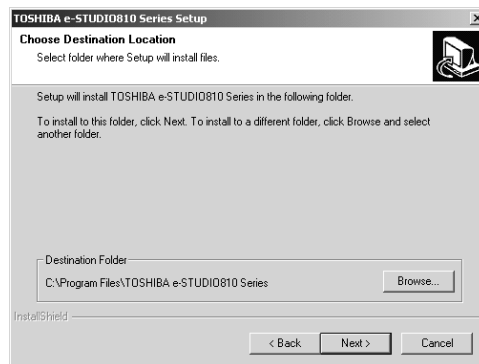
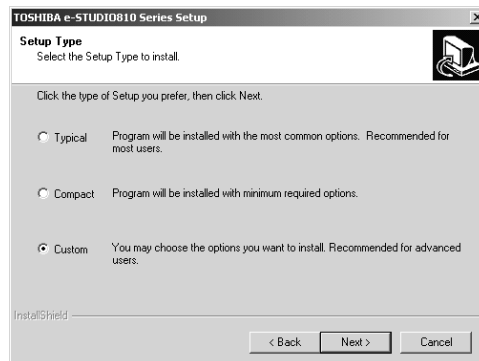
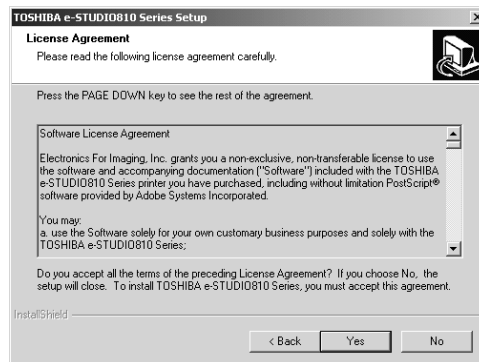


- 2** Click on [Next].
- The Software License Agreement dialog box appears.

- 3** Click on [Yes].
- The Setup Type dialog box appears.

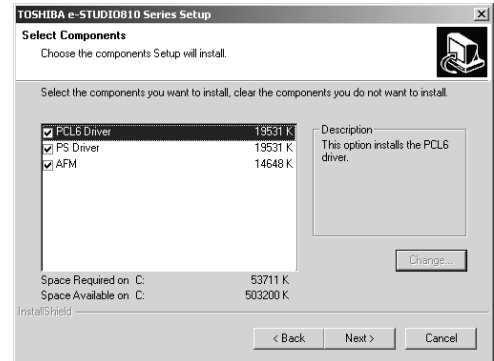
- 4** Select “Custom” and click on [Next].
- The Choose Destination dialog box appears.

- 5** Click on [Next].
- Click on [Browse...] and select the folder only if you want to change the folder which the software will be installed.



6 Select the components to be installed and click on [Next].

- The Select Port dialog box appears.



PCL6 Driver

Check this to install the PCL6 printer driver.

PS Driver

Check this to install the PostScript printer driver.

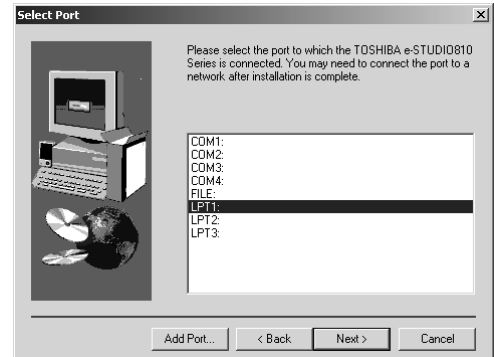
AFM

Check this to install the Agfa Monotype Font Manager 2000.

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

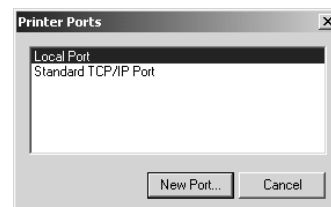
7 Click on [Add Port...].

- The Printer Ports dialog box appears.



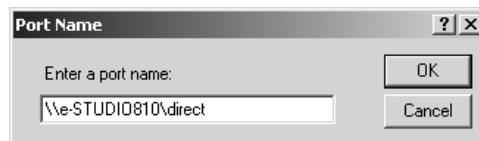
8 Select "Local Port" and click on [New Port...].

- The Port Name dialog box appears.



9 Enter “\\[Server Name][Queue Name]” in the “Enter a port name” field, and click on [OK].

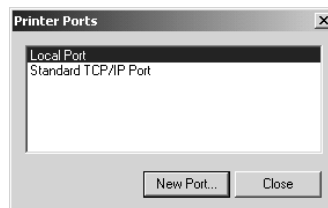
- The [Server Name] of the port name must be the server name that you entered for the Server Name of the Windows Printing Service setting on TopAccess. The default server name of the GA-1140 printer is “e-STUDIO810”.
- The [Queue Name] of the port name must be a queue name, direct, hold, or print, on the GA-1140 printer. Enter a queue depending on how you operate the printing.
 - direct** - print jobs are sent straight to the printer without spooling.
 - hold** - print jobs are held until users operate copying or moving them to the Print queue with the job management tools.
 - print** - print jobs are spooled to the hard disk in the GA-1140 printer and print out. Use this queue for a general printing.



HDD : The Hold queue and Print queue are only available when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed.

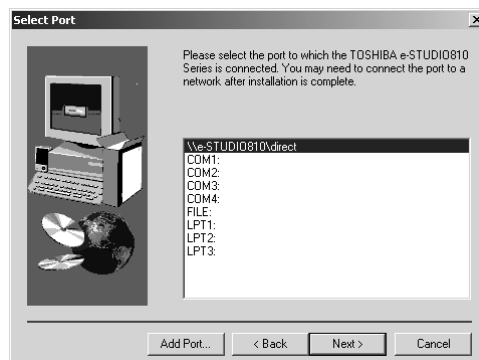
10 Click on [Close] to close the dialog box.

- The screen returns to the Select Port dialog box.



11 Select the port that you create and click on [Next].

- The Start Copying Files dialog box appears.



12 Click on [Next].

- Start copying files.

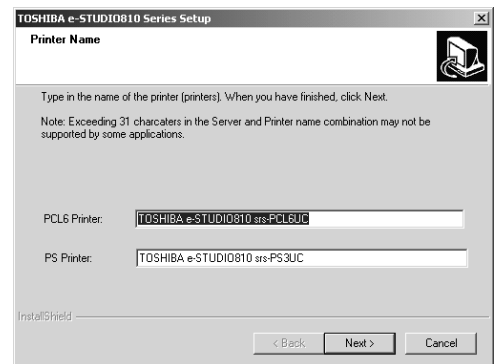


13 Change the name if desired and click on [Next].



14 Click on [Finish].

- The installation is completed.
- When you selected to install the Agfa Monotype Font Manager 2000, the Welcome dialog box appears. In this case, continue the installation.
 - ▶ P69 "Installing the Agfa Monotype Font Manager 2000"



15 Continue the operation to configure the option settings on the printer driver.

- ▶ P59 "Configuring the Options"

Installing the Printer Driver for LPR Printing

PREPARATIONS:

Before installing the printer driver for LPR printing, please make sure of the following:

- The GA-1140 printer is connected to the network and turned on.
- The TCP/IP setting is completed correctly.
- The LPD Printing is completed correctly.

To make sure above statements, ask your network administrator or see Administrator's Guide to perform the set up for LPR printing.

The LPR printing is available only for Windows NT 4.0, Windows 2000, and Windows XP. The procedure to Install the printer driver for LPR printing is different depending on the version of the Windows.

- ▶ P32 "Windows NT 4.0"
- ▶ P37 "Windows 2000 and Windows XP"

Windows NT 4.0

REQUIREMENTS:

- The TCP/IP Printing Service is installed and running on your Windows NT 4.0.
- The TCP/IP protocol is installed and configured correctly on your Windows NT 4.0.
- You must log in Windows as a user who has the “Administrators” or “Power Users” privilege.

To install the printer driver for LPR printing, install the printer driver using the installer in the User Software CD-ROM.

1 Insert the User Software CD-ROM into the CD-ROM drive.

- The installer automatically starts and the Welcome dialog box appears.

SUPPLEMENT:

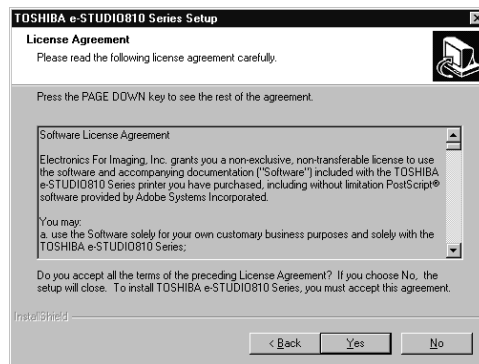
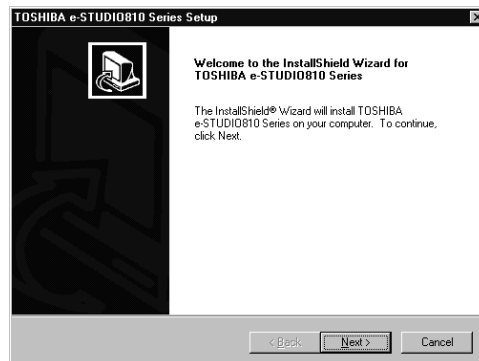
When the installer does not automatically start, double-click on “Setup.exe” in the “Install” folder of the User Software CD-ROM.

2 Click on [Next].

- The Software License Agreement dialog box appears.

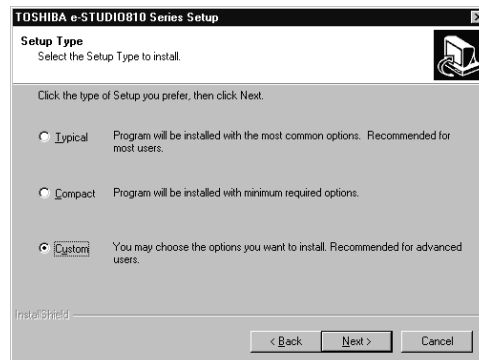
3 Click on [Yes].

- The Setup Type dialog box appears.



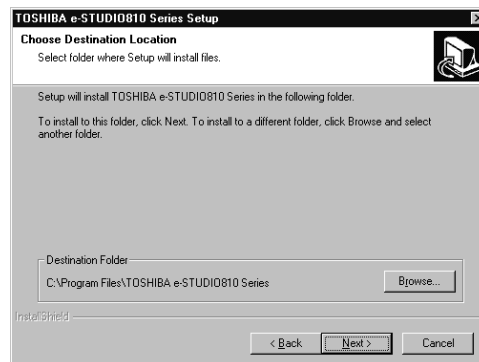
4 Select “Custom” and click on [Next].

- The Choose Destination dialog box appears.



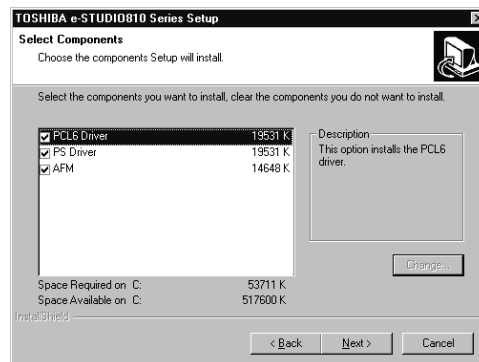
5 Click on [Next].

- Click on [Browse...] and select the folder only if you want to change the folder which the software will be installed.



6 Select the components to be installed and click on [Next].

- The Select Port dialog box appears.



PCL6 Driver

Check this to install the PCL6 printer driver.

PS Driver

Check this to install the PostScript printer driver.

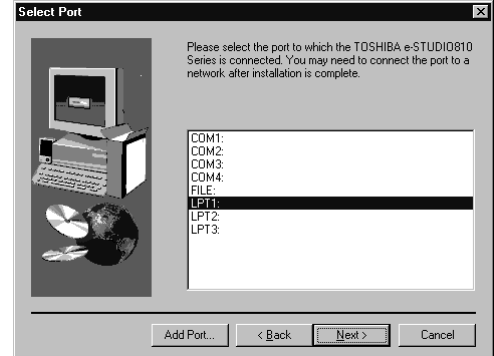
AFM

Check this to install the Agfa Monotype Font Manager 2000.

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

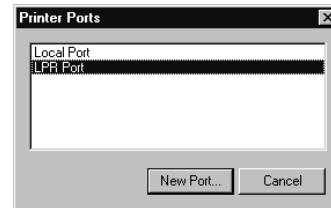
7 Click on [Add Port...].

- The Printer Ports dialog box appears.



8 Select “LPR Port” and click on [New Port...].

- When “LPR Port” is not listed, make sure the TCP/IP Printing Service is installed on your Windows NT 4.0. “LPR Port” is not listed unless the TCP/IP Printing Service is installed.
- The Add LPR compatible printer dialog box appears.



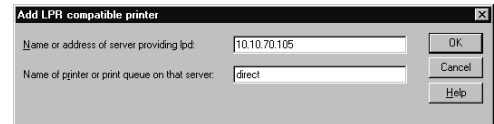
9 Enter the IP address of the GA-1140 printer in the “Name or address of server providing lpd” field and a queue name in the “Name of printer or print queue on that server” field, and click on [OK].

- When your network uses DNS or WINS server, enter the printer name of the GA-1140 provided from DNS or WINS in the “Name or address of server providing lpd” field.
- In the “Name of printer or print queue on that server” field, you have to enter a queue name, direct, hold, or print, on the GA-1140 printer. Enter a queue depending on how you want to print.

direct - print jobs are sent straight to the printer without spooling.

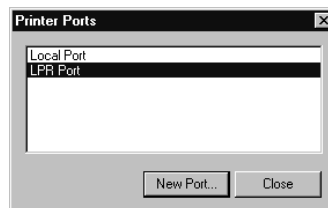
hold - print jobs are held until users operate copying or moving them to the Print queue with the job management tools.

print - print jobs are spooled to the hard disk in the GA-1140 printer and printed out. Use this queue for general printing.

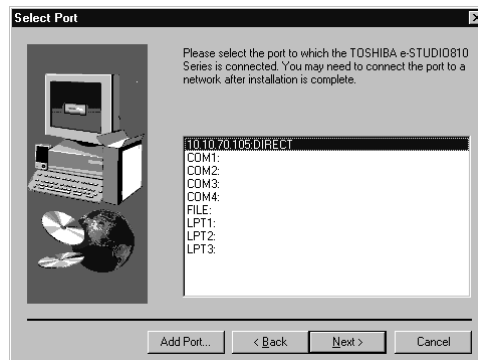


HDD : The Hold queue and Print queue are only available when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed.

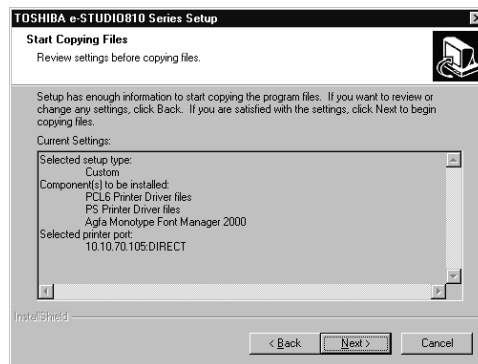
10 Click on [Close] to close the dialog box.
 • The screen returns to the Select Port dialog box.



11 Select the port that you create and click on [Next].
 • The Start Copying Files dialog box appears.

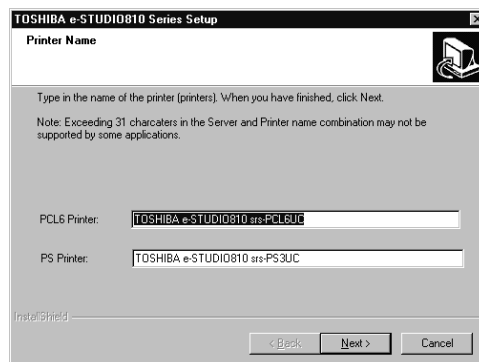


12 Click on [Next].
 • Start copying files.

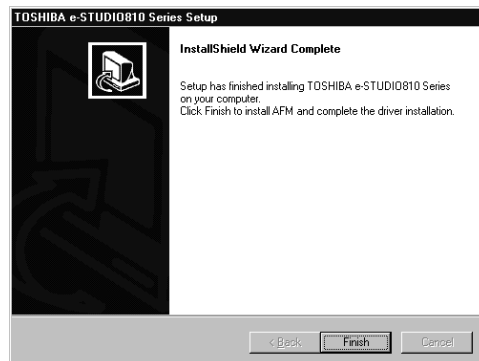


13

Change the name if desired and click on [Next].



- # 14
- Click on [Finish].
- The installation is completed.
 - When you selected to install the Agfa Monotype Font Manager 2000, the Welcome dialog box appears. In this case, continue the installation.
 - ▶ P69 "Installing the Agfa Monotype Font Manager 2000"



- # 15
- Continue the operation to configure the option settings on the printer driver.
- ▶ P59 "Configuring the Options"

Windows 2000 and Windows XP

REQUIREMENTS:

- The TCP/IP protocol is installed and configured correctly on your Windows 2000/XP.
- You must log in Windows as a user who has the “Administrators” or “Power Users” privilege.

To install the printer driver to use LPR printing, configure the LPR port first, and then install the printer driver using the installer in the User Software CD-ROM.

The procedure here describes an installation on Windows 2000. The procedures are the same when Windows XP is used.

1 Insert the User Software CD-ROM into the CD-ROM drive.

- The installer automatically starts and the Welcome dialog box appears.

SUPPLEMENT:

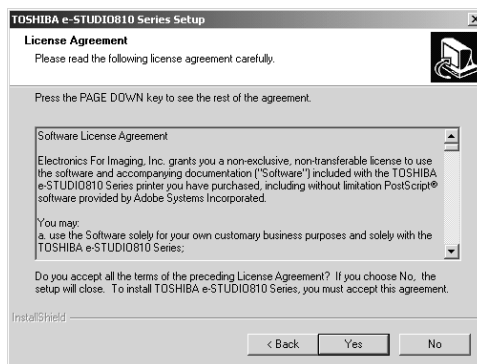
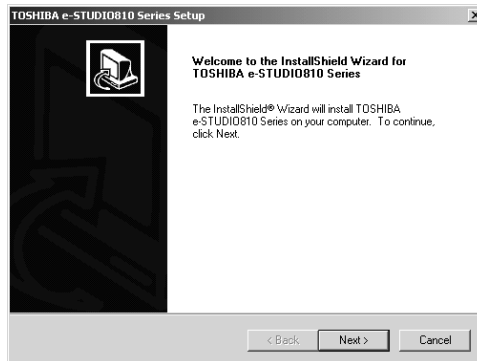
When the installer does not automatically start, double-click on “Setup.exe” in the “Installr” folder of the User Software CD-ROM.

2 Click on [Next].

- The Software License Agreement dialog box appears.

3 Click on [Yes].

- The Setup Type dialog box appears.



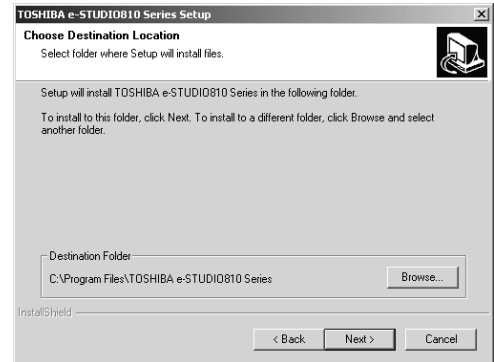
4 Select “Custom” and click on [Next].

- The Choose Destination dialog box appears.



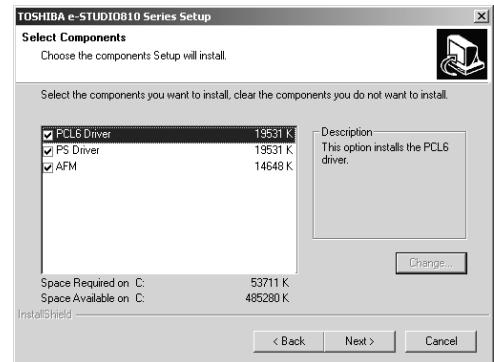
5 Click on [Next].

- Click on [Browse...] and select the folder only if you want to change the folder which the software will be installed.



6 Select the components to be installed and click on [Next].

- The Select Port dialog box appears.



PCL6 Driver

Check this to install the PCL6 printer driver.

PS Driver

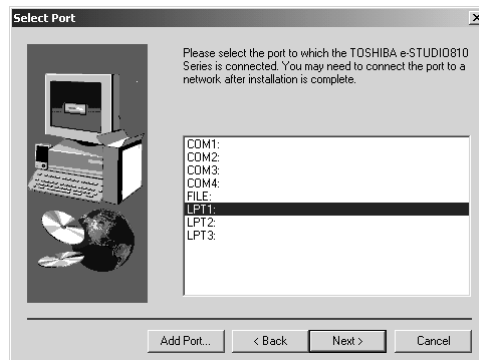
Check this to install the PostScript printer driver.

AFM

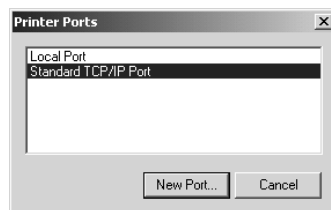
Check this to install the Agfa Monotype Font Manager 2000.

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

- 7** Click on **[Add Port...]**.
- The Printer Ports dialog box appears.



- 8** Select **“Standard TCP/IP Port”** and click on **[New Port...]**.
- The Add Standard TCP/IP Printer Port Wizard dialog box appears.



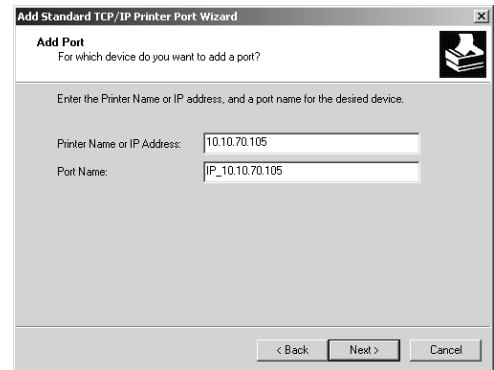
- 9** Click on **[Next]**.



10

Enter the IP address of the GA-1140 printer in the “Printer Name or IP Address” field and click on [Next].

- When your network uses DNS or WINS server, enter the printer name of the GA-1140 provided from DNS or WINS in the “Printer Name or IP Address” field.
- In the “Port Name” field, the port name is automatically entered according to the IP address or DNS name entered in the “Printer Name or IP Address” field.



11

Select “Custom” and click on [Settings...].

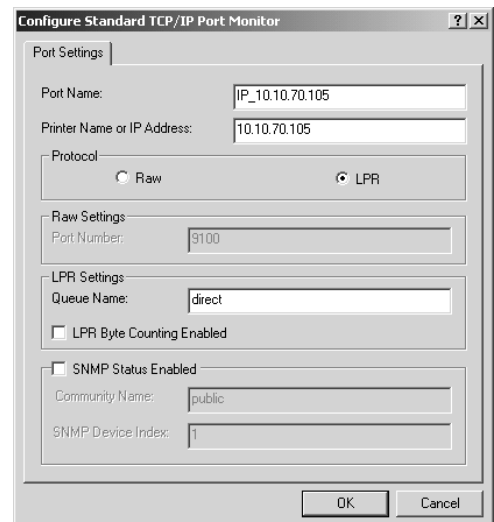
- The Configure Standard TCP/IP Port Monitor dialog box appears.



12

Select “LPR” at the “Protocol” option, enter a queue name in the “Queue Name” field at the “LPR Settings” option, and then click on [OK].

- In the “Queue Name” field, you have to enter a queue name, direct, hold, or print, on the GA-1140 printer. Enter a queue depending on how you want to print.
 - direct** - print jobs are sent straight to the printer without spooling.
 - hold** - print jobs are held until users operate copying or moving them to the Print queue with the job management tools.
 - print** - print jobs are spooled to the hard disk in the GA-1140 printer and printed out. Use this queue for general printing.
- The screen returns to the Add Standard TCP/IP Printer Port Wizard dialog box.



HDD : The Hold queue and Print queue are only available when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed.

SUPPLEMENT:

If you have enabled the Port 9100 printing at the GA-1140 LPD Printing Service options, you can setting up Port 9100 printing as well. When you want to set up Port 9100 printing, select “Raw” at the “Protocol” option, and enter the port number in the “Port Number” field at the Raw Settings” option. The port number is different for each print connection as following:

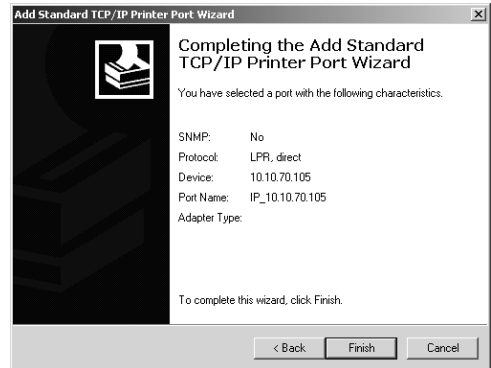
9101 - use direct queue for printing.

9100 (default) or 9102 - use print queue for printing.

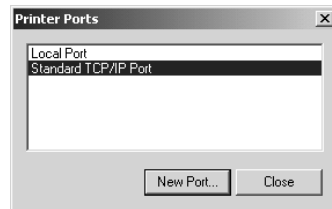
9103 - use hold queue for printing.

13 Click on [Next].

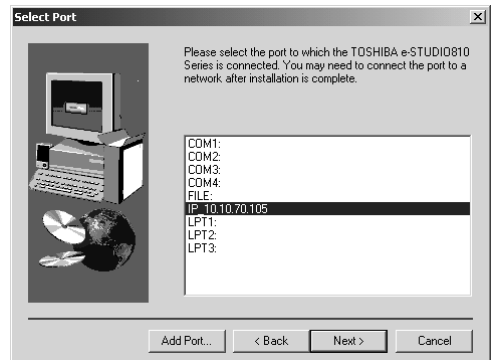
14 Click on [Finish].
• The screen returns to the Printer Ports dialog box.



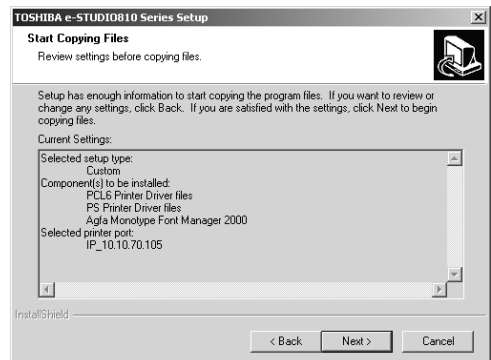
15 Click on [Close].
• The screen returns to the Select Port dialog box.



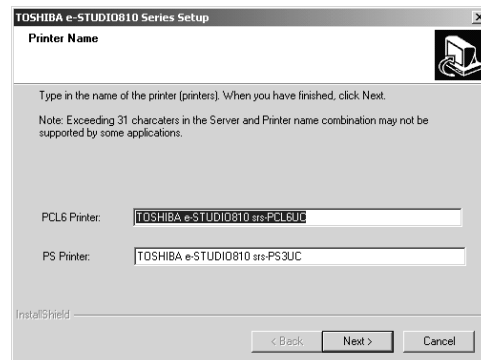
16 Select the LPR Port that you create and click on [Next].
• The Start Copying Files dialog box appears.



17 Click on [Next].
• Start copying files.



18 Change the name if desired and click on [Next].

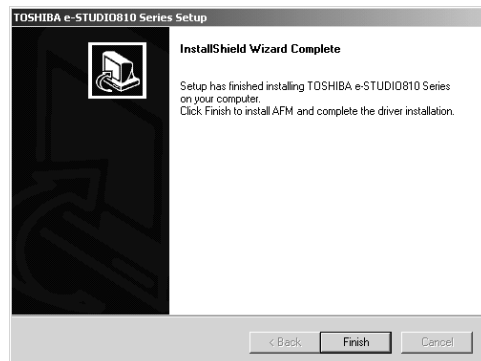


19 Click on [Finish].

- The installation is completed.
- When you selected to install the Agfa Monotype Font Manager 2000, the Welcome dialog box appears. In this case, continue the installation.
 - ▶ P69 "Installing the Agfa Monotype Font Manager 2000"

20 Continue the operation to configure the option settings on the printer driver.

- ▶ P59 "Configuring the Options"



Installing the Printer Driver for IPP Printing

PREPARATIONS:

Before installing the printer driver for IPP printing, please make sure of the following:

- The GA-1140 printer is connected to the network and turned on.
- The TCP/IP setting is completed correctly.

To make sure above statements, ask your network administrator or see Administrator's Guide to perform the set up for IPP printing.

SUPPLEMENT:

When you want to install the Agfa Monotype Font Manager 2000, you should install it separately.

► P69 "Installing the Agfa Monotype Font Manager 2000"

REQUIREMENTS:

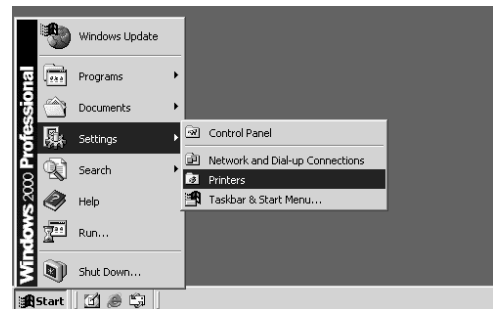
- The TCP/IP protocol is installed and configured correctly on your Windows 2000.
- You must log in Windows as a user who has the "Administrators" or "Power Users" privilege.

IPP printing is available only for Windows 2000 and Windows XP. To install the printer driver to use IPP printing, install the printer driver by Add Printer Wizard.

The procedure here describes an installation on Windows 2000. The procedures are the same when Windows XP is used.

1 Click on [Start] and select [Printers] in [Settings] (Windows 2000) or select [Printers and Faxes] (Windows XP).

- The Printers folder is opened.

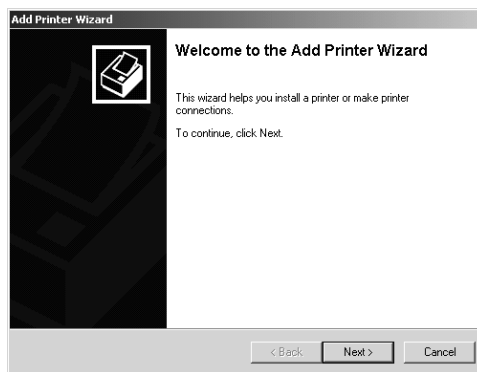


2 Double-click on the [Add Printer] icon (Windows 2000) or click on the “Add a Printer” hyperlink in the “Printer Tasks” (Windows XP).

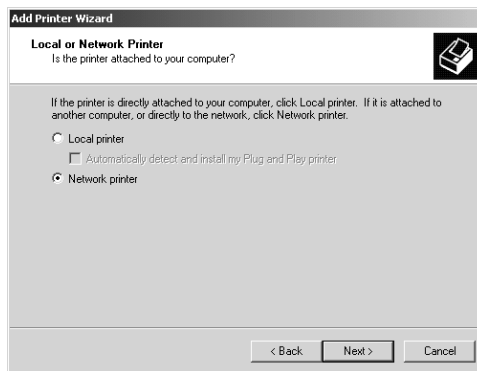
- The Add Printer Wizard dialog box appears.



3 Click on [Next].



4 Select “Network printer” and click on [Next].



5 Select “Connect to a printer on the Internet or on your intranet”, enter “http://[IP address]/ipp/direct” in the “URL” field, and then click on [Next].

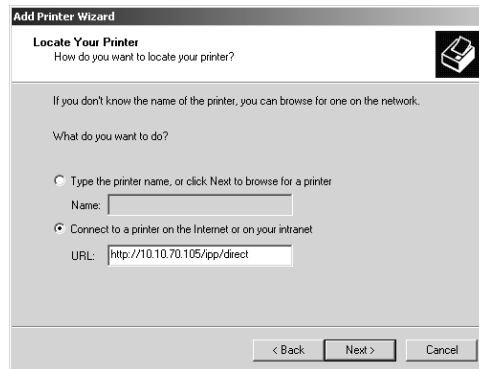
- Enter the IP address of GA-1140 printer instead of [IP address].

Example: IP address = 192.168.0.20
http://192.168.255.48/ipp/direct

- When your network uses DNS or WINS server, enter the printer name of the GA-1140 provided from DNS or WINS instead of [IP address].

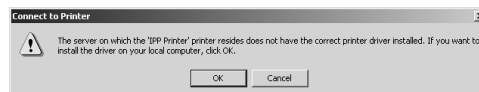
Example: Print Server Name = Server-907043
http://Server-907043/ipp/direct

- The Connect to Printer dialog box appears.



HDD : Please enter “ipp/print” instead of the “ipp/direct” for the URL when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed.

6 Click on [OK].

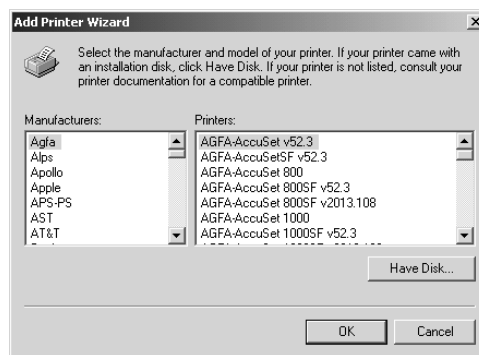


7 Click on [Have Disk...].

- The Install From Disk dialog box appears.

8 Insert the User Software CD-ROM into the CD-ROM drive.

- When inserting the User Software CD-ROM, the installer may automatically start. Click on [Cancel] to exit the installer and continue the operation.



9 Click on [Browse...].

- The Locate File dialog box appears.



10 Locate the directory where the printer driver for your operating system is located, select the “oemsetup.inf” file, and click on [Open].

- When you want to install the PCL6 printer driver for Windows 2000:
[CD-ROM drive]:\English\Prntdrv\Pcl6_drvr\Win_2000
- When you want to install the PostScript printer driver for Windows 2000:
[CD-ROM drive]:\English\Prntdrv\PS_drvr\Win_2000
- When you want to install the PCL6 printer driver for Windows XP:
[CD-ROM drive]:\English\Prntdrv\Pcl6_drvr\Win_XP
- When you want to install the PostScript printer driver for Windows XP:
[CD-ROM drive]:\English\Prntdrv\PS_drvr\Win_XP

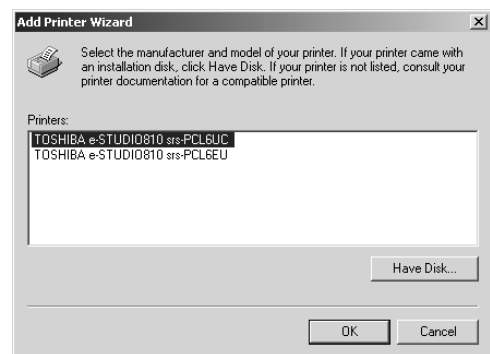


11 Click on [OK].



12 Select the printer driver that compatible to your GA-1140 printer and click on [OK].

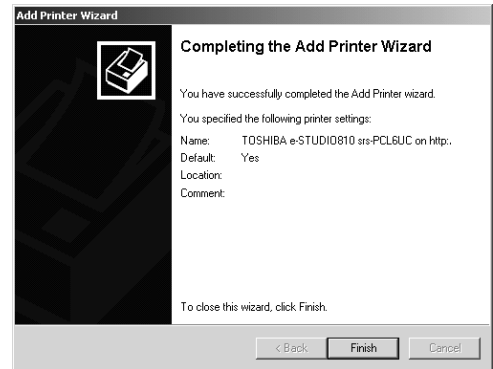
- When the GA-1140 printer is a US version, which the default paper size type is LT system, select “TOSHIBA e-STUDIO810srs-PCL6UC” (when you install the PCL6 printer driver) or “TOSHIBA e-STUDIO810srs-PS3UC” (when you install the PostScript printer driver).
- When the GA-1140 printer is a European version, which the default paper size type is A4 system, select “TOSHIBA e-STUDIO810srs-PCL6EU” (when you install the PCL6 printer driver) or “TOSHIBA e-STUDIO810srs-PS3EU” (when you install the PostScript printer driver).



PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

13 Click on **[Finish]**.
• The printer driver is installed on Windows 2000.

14 Continue the operation to configure the option settings on the printer driver.
▶ P59 “Configuring the Options”



Installing the Printer Driver for Novell Printing

PREPARATIONS:

Before installing the printer driver for Novell printing, please make sure of the following:

- The GA-1140 printer is connected to the network and turned on.
- The TCP/IP setting is completed correctly. (Required only when you want to use TopAccess or using the printer with NetWare server 5.x in the TCP/IP network.)
- The IPX/SPX and NetWare settings are completed correctly.

To make sure above statements, ask your network administrator or see Administrator's Guide to perform the set up for Novell printing.

SUPPLEMENT:

When you want to install the Agfa Monotype Font Manager 2000, you should install it separately.

- ▶ P69 "Installing the Agfa Monotype Font Manager 2000"

The procedure to Install the printer driver for Novell printing is different depending on the version of the Windows.

- ▶ P50 "Windows 95/98/Me"
- ▶ P55 "Windows NT 4.0/2000/XP"

Windows 95/98/Me

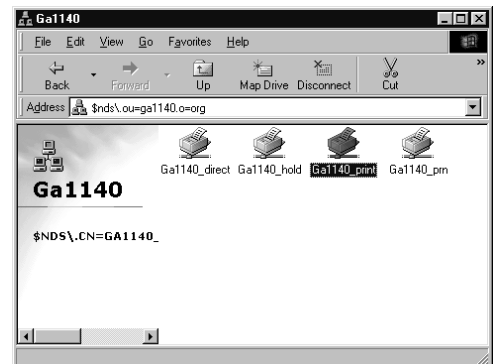
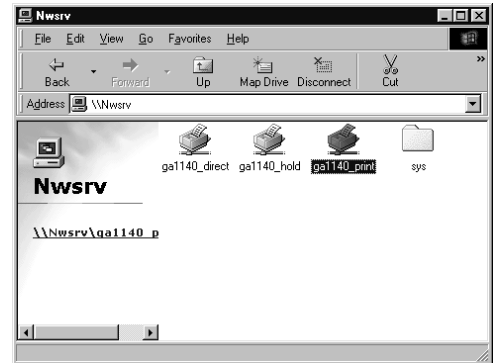
REQUIREMENTS:

- The NetWare server is configured correctly and running on your network.
- The TCP/IP protocol is installed and configured correctly on your Windows computer. (Required only when using the NetWare server 5.x in the TCP/IP network.)
- The Client for NetWare Networks and the IPX/SPX-compatible protocol are installed on your Windows computer. (Required only when using the NetWare server in the IPX/SPX network.)
- The Service for NetWare Directory Services is installed. (Required only when using the NetWare server in NDS or NDPS mode.)
- You have an appropriate privilege to access to the NetWare server.

The procedure here describes an installation on Windows 98. The procedures are same when Windows 95 or Windows Me is used.

1 Open the NetWare server (when using in bindery mode) or NDS directory tree (when using in NDS or NDPS mode) in the Network Neighborhood with the Windows Explorer, and double-click on a queue.

- Select a queue depending on how you want to print.
[given name]_direct - print jobs are sent straight to the printer without spooling.
[given name]_hold - print jobs are held until users operate copying or moving them to the Print queue with the job management tools.
[given name]_print - print jobs are spooled to the hard disk in the GA-1140 printer and printed out. Use this queue for general printing.
- When using the NetWare 5.x in NDPS mode and the printer drivers for each Operating System are installed to a NDPS broker, the printer driver is automatically installed.
- Unless using the NetWare 5.x in NDPS mode and printer drivers for each Operating System are installed to a NDPS broker, the Add Printer Wizard dialog box appears. Continue to the next step.



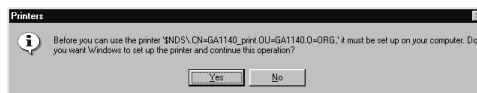
SUPPLEMENT:

The queue names created on the NetWare server should be either “[given name]_direct”, “[given name]_hold”, “[given name]_print” ([given name] can be any name). Those queues correspond to the GA-1140 printer’s queues, Direct, Hold, and Print.

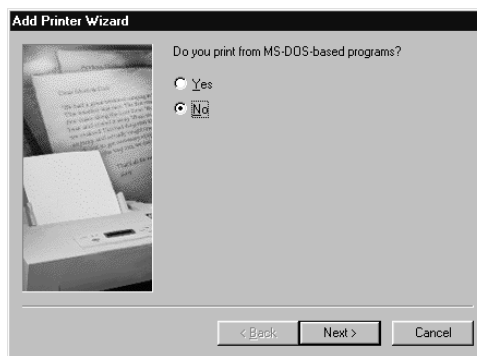
HDD : The Hold queue and Print queue are only available when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed.

2 Click on [Yes].

- The Add Printer Wizard dialog box appears.

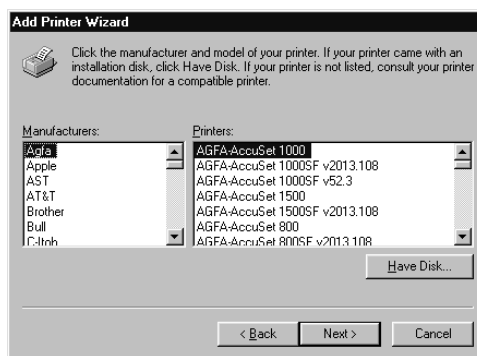


3 Select whether printing MS-DOS-based programs and click on [Next].



4 Click on [Have Disk...].

- The Install From Disk dialog box appears.



5 Insert the User Software CD-ROM into the CD-ROM drive.

- When inserting the User Software CD-ROM, the installer may automatically start. Click on [Cancel] to exit the installer and continue the operation.

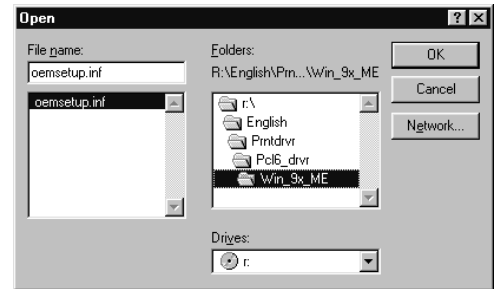
6 Click on [Browse...].

- The Locate File dialog box appears.



7 Locate the directory where the printer driver for Windows 95/98/Me is located, select the "oemsetup.inf" file, and click on [OK].

- When you want to install the PCL6 printer driver, locate "[CD-ROM drive]:\English\Prntdrv\Pcl6_drvr\Win_9x_ME".
- When you want to install the PostScript printer driver, locate "[CD-ROM drive]:\English\Prntdrv\Ps_drvr\Win_9x_ME".



8 Click on [OK].



9 Select the printer driver that compatible to your GA-1140 printer and click on [Next].

- When the GA-1140 printer is a US version, which the default paper size type is LT system, select "TOSHIBA e-STUDIO810srs-PCL6UC" (when you install the PCL6 printer driver) or "TOSHIBA e-STUDIO810srs-PS3UC" (when you install the PostScript printer driver).
- When the GA-1140 printer is a European version, which the default paper size type is A4 system, select "TOSHIBA e-STUDIO810srs-PCL6EU" (when you install the PCL6 printer driver) or "TOSHIBA e-STUDIO810srs-PS3EU" (when you install the PostScript printer driver).

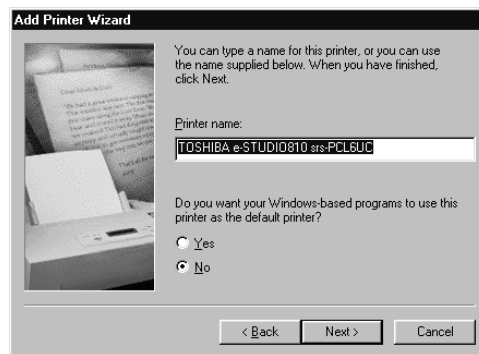


PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

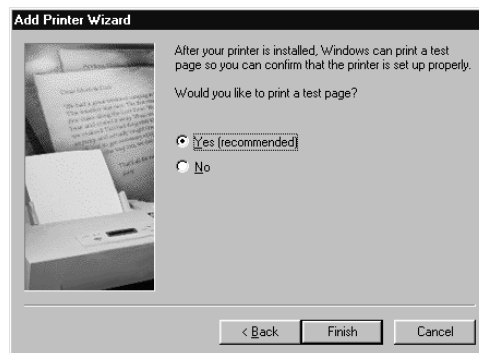
NOTE:

When installing the printer driver for Novell printing for Windows 95/98/Me, only one printer driver can be installed for one print queue by operating the installation in this method. If you want to install another printer driver for Novell printing, install the printer driver by Add Printer Wizard and set the NetWare print queue to the printer port.

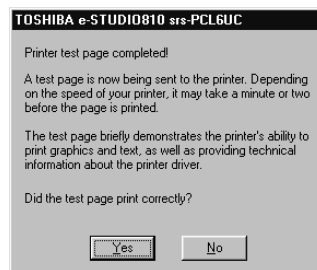
10 Change the name if desired, select whether using this printer as a default printer, and click on [Next].



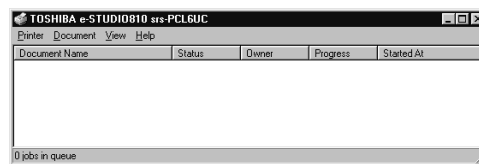
11 Select “Yes” to print a test page and click on [Finish].



12 Make sure a test page is printed successfully and click on [Yes] to close the dialog box.



13 The printer driver is installed and the print queue window appears.



14 Continue the operation to configure the option settings on the printer driver.
▶ P59 "Configuring the Options"

Windows NT 4.0/2000/XP

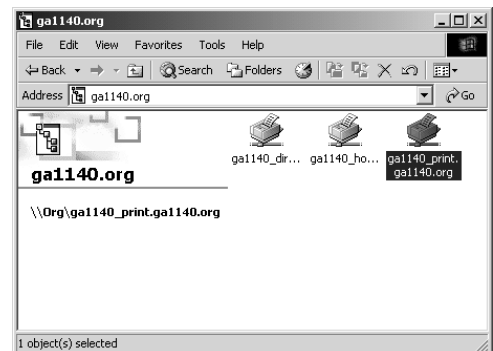
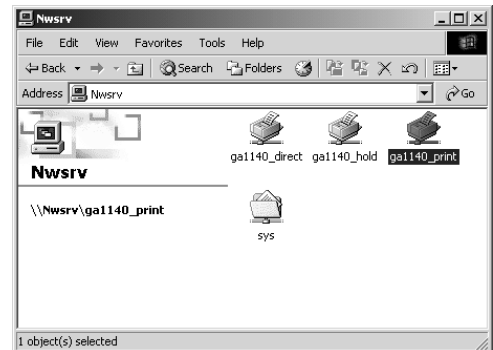
REQUIREMENTS:

- The NetWare server is configured correctly and running on your network.
- The TCP/IP protocol is installed and configured correctly on your Windows computer. (Required only when using the NetWare server 5.x in the TCP/IP network.)
- The NWLink IPX/SPX Compatible Transport protocol and NWLink NetBIOS protocol (for Windows NT 4.0) or NWLink IPX/SPX/NetBIOS Compatible Transport Protocol (for Windows 2000 and Windows XP) are installed on your Windows computer. (Required only when using the NetWare server in the IPX/SPX network.)
- The Gateway (and Client) Services for NetWare is installed on your Windows computer.
- You have an appropriate privilege to access the NetWare server.

The procedure here describes an installation on Windows 2000. The procedures are the same when Windows NT 4.0 or Windows XP is used.

1 Open the NetWare server (when using in bindery mode) or NDS directory tree (when using in NDS or NDPS mode) in the Network Neighborhood with the Windows Explorer, and double-click on a queue.

- Select a queue depending on how you want to print.
[given name]_direct - print jobs are sent straight to the printer without spooling.
[given name]_hold - print jobs are held until users operate copying or moving them to the Print queue with the job management tools.
[given name]_print - print jobs are spooled to the hard disk in the GA-1140 printer and printed out. Use this queue for general printing.
- When using the NetWare 5.x in NDPS mode and the printer drivers for each Operating System are installed to a NDPS broker, the printer driver is automatically installed.
- Unless using the NetWare 5.x in NDPS mode and printer drivers for each Operating System are installed to a NDPS broker, the Add Printer Wizard dialog box appears. Continue to the next step.

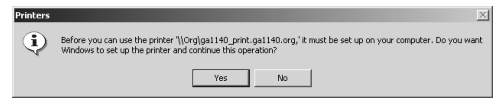


SUPPLEMENT:

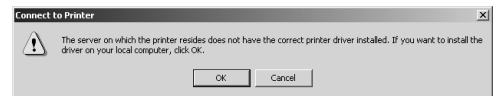
The queue names created on the NetWare server should be either “[given name]_direct”, “[given name]_hold”, “[given name]_print” ([given name] can be any name). Those queues correspond to the GA-1140 printer’s queues, Direct, Hold, and Print.

HDD : The Hold queue and Print queue are only available when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed.

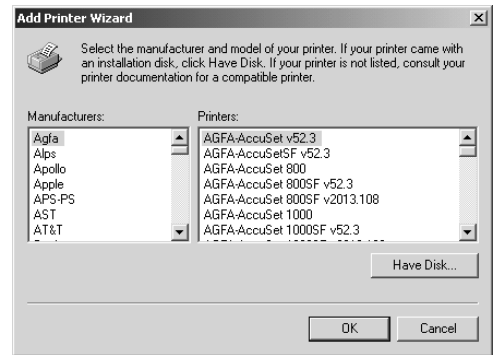
2 Click on [Yes].



3 Click on [OK].
• The Add Printer Wizard dialog box appears.



4 Click on [Have Disk...].
• The Install From Disk dialog box appears.



5 Insert the User Software CD-ROM into the CD-ROM drive.
• When inserting the User Software CD-ROM, the installer may automatically start. Click on [Cancel] to exit the installer and continue the operation.

6 Click on [Browse...].
• When you are operating on Windows NT 4.0, the “A:\ is not accessible” message may appear. When the message is displayed, click on [Cancel] and continue the operation.
• The Locate File dialog box appears.



7 Locate the directory where the printer driver for your operating system is located, select the “oemsetup.inf” file, and click on [Open].

- When you want to install the PCL6 printer driver for Windows NT 4.0:

[CD-ROM drive]:\English\Prntdrv\Pcl6_drvr\Win_NTx

- When you want to install the PostScript printer driver for Windows NT 4.0:

[CD-ROM drive]:\English\Prntdrv\PS_drvr\Win_NTx

- When you want to install the PCL6 printer driver for Windows 2000:

[CD-ROM drive]:\English\Prntdrv\Pcl6_drvr\Win_2000

- When you want to install the PostScript printer driver for Windows 2000:

[CD-ROM drive]:\English\Prntdrv\PS_drvr\Win_2000

- When you want to install the PCL6 printer driver for Windows 2000:

[CD-ROM drive]:\English\Prntdrv\Pcl6_drvr\Win_XP

- When you want to install the PostScript printer driver for Windows 2000:

[CD-ROM drive]:\English\Prntdrv\PS_drvr\Win_XP

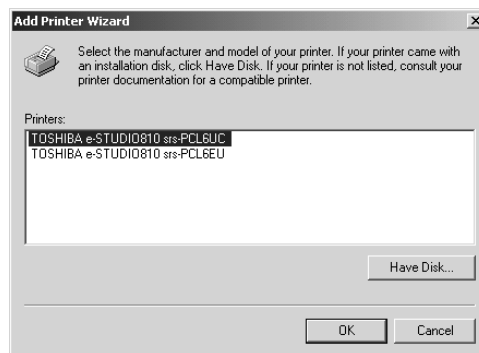


8 Click on [OK].



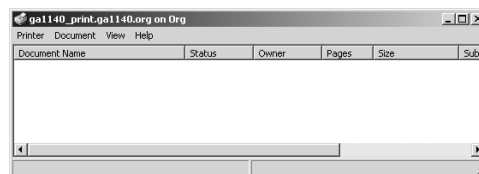
9 Select the printer driver that compatible to your GA-1140 printer and click on [OK].

- When the GA-1140 printer is a US version, which the default paper size type is LT system, select “TOSHIBA e-STUDIO810srs-PCL6UC” (when you install the PCL6 printer driver) or “TOSHIBA e-STUDIO810srs-PS3UC” (when you install the PostScript printer driver).
- When the GA-1140 printer is a European version, which the default paper size type is A4 system, select “TOSHIBA e-STUDIO810srs-PCL6EU” (when you install the PCL6 printer driver) or “TOSHIBA e-STUDIO810srs-PS3EU” (when you install the PostScript printer driver).



[PS] : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

10 The printer driver is installed and the print queue window appears.



11 Continue the operation to configure the option settings on the printer driver.

- ▶ P59 “Configuring the Options”

NOTE:

When installing the printer driver for Novell printing for Windows NT 4.0, Windows 2000, or Windows XP, only one printer driver can be installed for one print queue by operating the installation in this method. If you want to install another printer driver for Novell printing, install the printer driver by Add Printer Wizard and set the NetWare print queue to the printer port.

Configuring the Options

After you complete the installation of printer drivers, you should configure the option settings on the printer driver.

There are two methods to configure the options;

- When the GA-1140 printer and your computer is not connected in the TCP/IP network, you can configure the options manually.
 - ▶ P59 “Configuring the Options Manually”
- When the GA-1140 printer and your computer is connected in the TCP/IP network, you can configure the options automatically obtaining the settings using the Two-Way Communication.
 - ▶ P64 “Configuring the Options Automatically”

Configuring the Options Manually

The instruction for configuring the options manually varies depending on the printer driver and the Windows version that you use.

- ▶ P60 “When configuring options in the PCL printer driver for all Windows version or PostScript printer driver on Windows 95/98/Me”
- ▶ P62 “When configuring options in the PostScript printer driver on Windows NT 4.0, Windows 2000, or Windows XP”

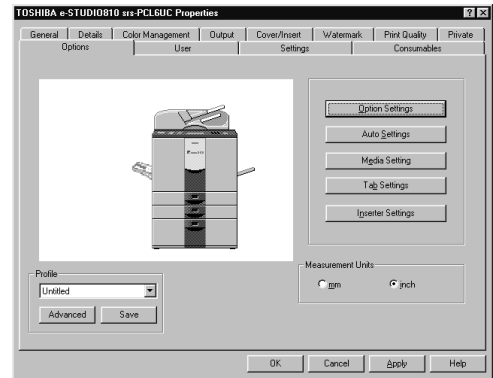
When configuring options in the PCL printer driver for all Windows version or PostScript printer driver on Windows 95/98/Me

1 Select the printer driver in the Printers folder and click on [File] and select [Properties] (for Windows 95/98/Me) or [Document Defaults...] (for Windows NT 4.0) or [Printing References...] (for Windows 2000 and Windows XP).

- The printer drivers properties dialog box appears.

2 Click on the [Options] tab and click on [Option Settings].

- The Option Settings dialog box appears.

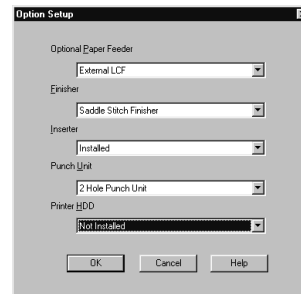


3 Set the options according to the printer's condition and click on [OK].

SUPPLEMENT:

You can check the optional device configuration on the GA-1140 using the TopAccess.

► P184 "Checking GA-1140 Copier Status"



Optional Paper Feeder

This sets whether or not the large capacity feeder is installed.

Not installed - Select this when no large capacity feeder is installed.

External LCF - Select this when the Large Capacity Feeder (MP-4003A) is installed.

Finisher

This sets whether or not the finisher is installed.

Not Installed - Select this when no finisher is installed.

Finisher - Select this when the Finisher (MJ-1017) is installed.

Saddle Stitch Finisher - Select this when the Saddle Stitch Finisher (MJ-1018) is installed.

Punch Unit

This sets whether or not the hole punch unit is installed. This can be selected when "Finisher" or "Saddle Stitch Finisher" is selected at "Finisher".

Not Installed - Select this when no hole punch unit is installed.

2 Hole Punch Unit - Select this when the 2 Hole Punch Unit (MJ-6003E) is installed.

2/3 Hole Punch Unit - Select this when the 2/3 Hole Punch Unit (MJ-6003N) is installed.

4 Hole Punch Unit (F) - Select this when the 4 Hole Punch Unit (F) (MJ-6003F) is installed.

4 Hole Punch Unit (S) - Select this when the 4 Hole Punch Unit (S) (MJ-6003S) is installed.

Inserter

This sets whether or not the inserter unit is installed.

Not Installed - Select this when no inserter unit is installed.

Installed - Select this when the Inserter (MJ-7001) is installed.

Printer HDD

This sets whether or not the PS3 Scan & HDD Upgrade is installed.

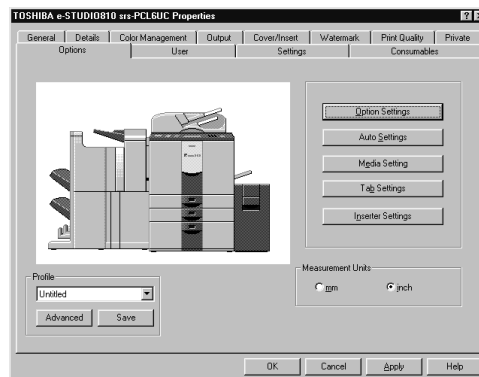
Not Installed - Select this when no HDD unit is installed.

Installed - Select this when the HDD unit is installed.

4 Click on [OK] to save settings.

Continue the operation to set the user information on the printer driver.

► P66 “Setting the User Information”



When configuring the options for the PCL printer driver on Windows 2000/XP:

When setting the options on the Windows 2000/XP PCL printer driver, you must set the options three different ways in the printer driver, otherwise the settings may not work properly. You must set the features equivalently on the dialog boxes which are displayed by following method:

- From the Printers window, right-click the printer icon and select Printing Preference. Click the Options tab in the dialog box and set the options.
- From the Printers window, right-click the printer icon, select Properties, and then click the Printing Preferences button. Click the Options tab in the dialog box and set the options.
- From the Printers window, right-click the printer icon, select Properties, click the Advanced tab, and then click the Printing Default button. Click the Options tab in the dialog box and set the options.

When configuring options in the PostScript printer driver on Windows NT 4.0, Windows 2000, or Windows XP

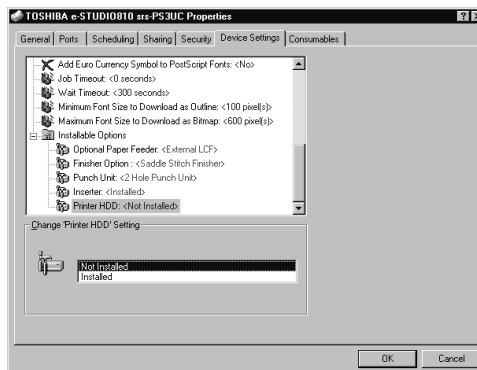
1 Select the printer driver in the Printers folder. Then click on [File] and select [Properties].

- When you are operating on Windows XP, open the Printers and Faxes folder to access to the printer driver.
- The printer driver properties screen appears.

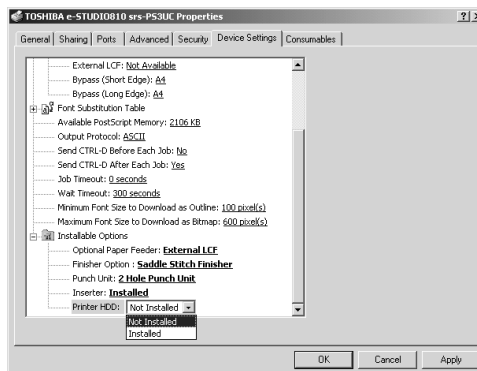


2 Display the [Device Settings] tab and set the options.

- When you are operating on Windows NT 4.0, select the option under “Installable Options”, and select the installed option from the list below to change the settings.



- When you are operating on Windows 2000 or Windows XP, select the option under “Installable Options”, and select the installed option from the drop-down list to change the settings.



Optional Paper Feeder

This sets whether or not the large capacity feeder is installed.

Not installed - Select this when no large capacity feeder is installed.

External LCF - Select this when the Large Capacity Feeder (MP-4003A) is installed.

Finisher

This sets whether or not the finisher is installed.

Not Installed - Select this when no finisher is installed.

Finisher - Select this when the Finisher (MJ-1017) is installed.

Saddle Stitch Finisher - Select this when the Saddle Stitch Finisher (MJ-1018) is installed.

Punch Unit

This sets whether or not the hole punch unit is installed. This can be selected when “Finisher” or “Saddle Stitch Finisher” is selected at “Finisher”.

Not Installed - Select this when no hole punch unit is installed.

2 Hole Punch Unit - Select this when the 2 Hole Punch Unit (MJ-6003E) is installed.

2/3 Hole Punch Unit - Select this when the 2/3 Hole Punch Unit (MJ-6003N) is installed.

4 Hole Punch Unit (F) - Select this when the 4 Hole Punch Unit (F) (MJ-6003F) is installed.

4 Hole Punch Unit (S) - Select this when the 4 Hole Punch Unit (S) (MJ-6003S) is installed.

Inserter

This sets whether or not the inserter unit is installed.

Not Installed - Select this when no inserter unit is installed.

Installed - Select this when the Inserter (MJ-7001) is installed.

Printer HDD

This sets whether or not the PS3 Scan & HDD Upgrade is installed.

Not Installed - Select this when no HDD unit is installed.

Installed - Select this when the HDD unit is installed.

3 Click on [OK] to save settings.

Configuring the Options Automatically

You can configure the options automatically using the Two-Way communication. The instruction for configuring the Two-way communication varies depending on the printer driver and the Windows version that you use.

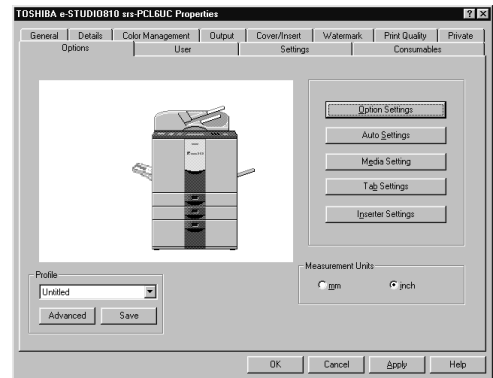
When configuring Two-Way Communication in the PCL printer driver for all Windows version or PostScript printer driver on Windows 95/98/Me

1 Select the printer driver in the Printers folder and click on [File] and select [Properties].

- The printer drivers properties dialog box appears.

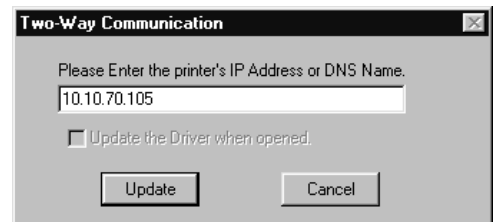
2 Click on the [Options] tab and click on [Auto Settings].

- The Two-Way Communication dialog box appears.



3 Enter the IP address or DNS Name in the field. Then click on [Update].

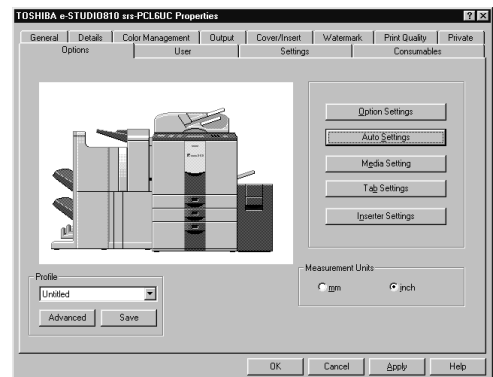
- It begins communicating to the GA-1140 printer via network and obtain the option settings automatically.



4 Click on [OK] to save settings.

Continue the operation to set the user information on the printer driver.

- P66 "Setting the User Information"



When configuring Two-way Communication in the PostScript printer driver on Windows NT 4.0, Windows 2000, or Windows XP

1 Select the printer driver in the Printers folder and click on [File] and select [Properties].

- The printer drivers properties dialog box appears.

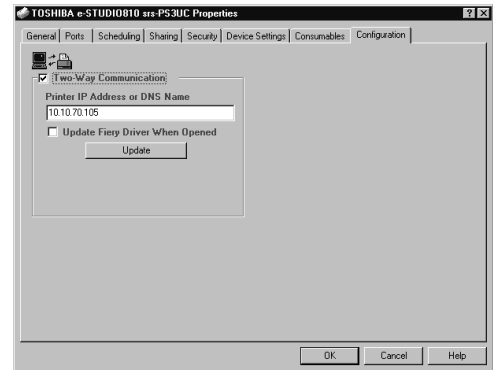
2 Click on the [Configuration] tab.

Check the “Two-Way Communication” check box and enter the IP address or DNS Name in the field. Then click on [Update].

- It begins communicating to the GA-1140 printer via network and obtain the option settings automatically.

NOTE:

Please wait until the [Update] button will be active after clicking on it. The option settings would not be obtained if you click [OK] before the [Update] button becomes active.



3 Click on [OK] to save settings. Continue the operation to set the user information on the printer driver.

- ▶ P66 “Setting the User Information”

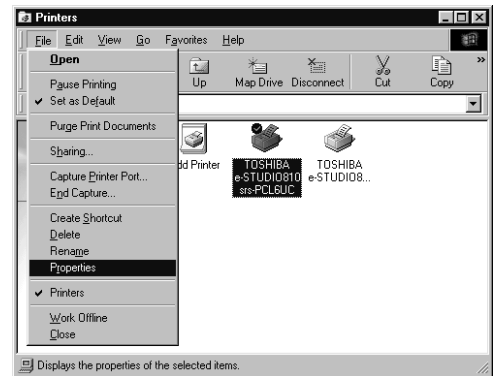
Setting the User Information

After you complete the installation of printer driver and configuration of installable optional devices, you have to enter your user information on the printer driver.

Once you enter the user information such as name and department code, the print jobs sent from your printer driver can be managed by GA-1140. For example, a network administrator can check the number of copies to be printed from specific department member. Also users can check who send the print jobs from using the Touch Panel Display or monitoring tools.

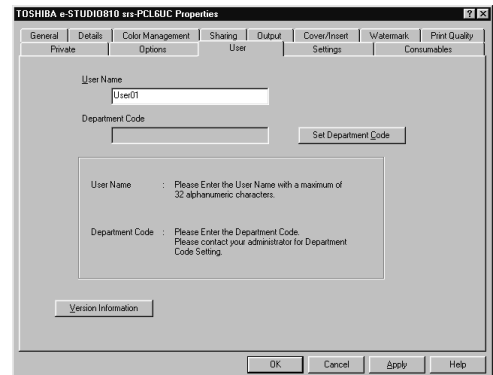
- 1** Select the printer driver in the Printers folder. Then click on [File] and select [Properties] (for Windows 95/98/Me), select [Document Defaults..] (for Windows NT 4.0), or [Printing References...] (for Windows 2000 and Windows XP).

- The printer drivers properties dialog box appears.



- 2** Click on the [User] tab and enter user name in the "User Name" field.

- Up to 32 alphanumeric characters can be entered for a user name.

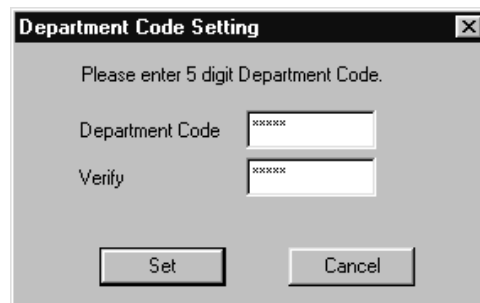


3 Click on [Set Department Code].

- The Set Department Code dialog box appears.

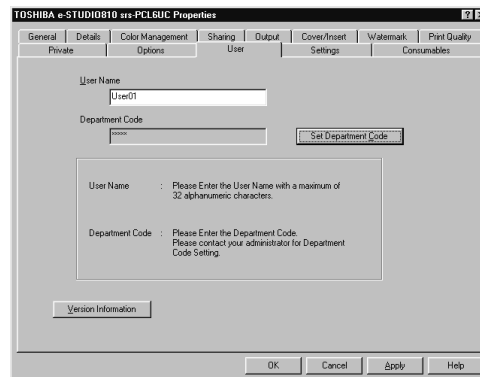
NOTE:

The department code does not necessarily required to be set for using the printer driver. Please ask your network administrator for the department code should be set or not.



4 Enter the department code each field and click on [Set].

- The department code always must be 5 digit code.



5 Click on [OK] to save settings.

When setting the user information for the PCL printer driver on Windows 2000/XP:

When setting the user information on the Windows 2000/XP PCL printer driver, you must set the user information three different ways in the printer driver, otherwise the settings may not work properly. You must set the features equivalently on the dialog boxes which are displayed by following method:

- From the Printers window, right-click the printer icon and select Printing Preference. Click the Options tab in the dialog box and set the user information.
- From the Printers window, right-click the printer icon, select Properties, and then click the Printing Preferences button. Click the Options tab in the dialog box and set the user information.
- From the Printers window, right-click the printer icon, select Properties, click the Advanced tab, and then click the Printing Default button. Click the Options tab in the dialog box and set the user information.

Copying the Printer Description File for Windows

The User Software CD-ROM contains printer description files for popular Windows applications. Adobe PageMaker do not support automatic installation of printer description files from the Printers Control Panel. To make the GA-1140 available in the Print and Page Setup dialog boxes of this application, copy printer description files to the appropriate location.

Location of Printer Description Files in the User Software CD-ROM:

The printer description files for the GA-1140 is located in the following folder in the User Software CD-ROM:

For Windows 95/98/Me:	<code>\English\Prntdrv\PS_drvr\Win_9x_Me</code>
For Windows NT 4.0:	<code>\English\Prntdrv\PS_drvr\Win_NTx</code>
For Windows 2000:	<code>\English\Prntdrv\PS_drvr\Win_2000</code>
For Windows XP:	<code>\English\Prntdrv\PS_drvr\Win_XP</code>

The extension of printer description file is “.ppd”. Find the files of which extension is “.ppd” and copy them into the appropriate location.

Location to copy Printer Description Files:

The location to copy the printer description file is different according to applications. Please read the manual for an application provided from the software vendor.

For example, the location to copy the printer description files of Adobe PageMaker is:

For PageMaker 6.0:	<code>\Pm6\Rsrc\Usenglish\PPD4</code>
For PageMaker 6.5:	<code>\Pm65\Rsrc\Usenglish\PPD4</code>
For PageMaker 7.0:	<code>\Program Files\Adobe\PageMaker 7.0\Rsrc\Usenglish\PPD4</code>

Installing the Agfa Monotype Font Manager 2000

The Agfa Monotype Font Manager 2000 allows you to install the Internal Fonts to your computer. By installing the Internal Fonts to your computer, you can displayed the Internal Fonts on your screen.

SUPPLEMENT:

When you checked “AFM” at the prompt of selecting the installed components during the installation of printer drivers using the installer, or you run “Setup.exe” in the “Afm” folder of the User Software CD-ROM, the Welcome dialog box appears.

1 Click on [Next].

- The Select Components dialog box appears.



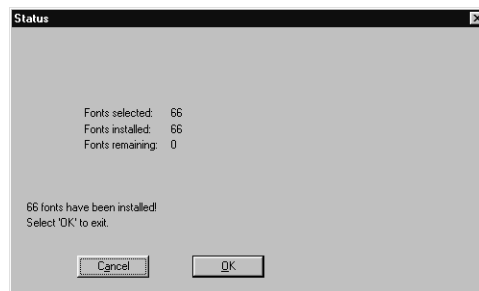
2 Click on [Next].

- Make sure both “Program Files” and “Fonts” are checked before clicking on [Next].
- If you want to change the directory where the program is installed, click on [Browse...] to change the directory.
- Start copying files and the Status dialog box appears.



3 Click on [OK].

- The Setup Complete dialog box appears.



4 Click on [Finish].

- Check on "Yes, review the Readme file now!" when you want to view the Readme file.



5 Select "Yes, I want to restart my computer now", and click on [Finish].

- You must restart your computer to enable the installed fonts and program.



Installing User Software on a Mac OS Computer

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required for printing from a Mac OS computer.

About User Software for Mac OS

The following user softwares are included in the User Software CD-ROM:

PS AdobePS 8.7 Printer Driver - enables to print to the GA-1140 from Mac OS computers; supports special Fiery and PostScript 3 features. The PS3 Upgrade option or PS3 Scan & HDD Upgrade option should be installed on the GA-1140 in order to use the PostScript printer driver.

PS PostScript Printer Description file (PPD) - enables the special printing features for the GA-1140 from a Mac OS computer. The PPD files are automatically installed on you Mac OS computer by installing the AdobePS printer driver from the User Software CD-ROM. You can also manually copy the PPD files in the User Software CD-ROM in case the AdobePS 8.7 printer driver or later has already installed on your Mac OS computer.

Fonts - allow to view the fonts that correspond to the 136 built-in PostScript printer fonts on the GA-1140 on your Mac OS computer.

Planning for Installation

The general steps for installing the User Softwares and setting up printing on a Mac OS computer are:

1. Install the AdobePS printer driver and PostScript Printer Description file and set up the GA-1140 in the Chooser.
 - ▶ P73 “Installing the Printer Driver”
2. Install the printer and screen fonts.
 - ▶ P79 “Installing the Fonts”

Installing the Printer Driver

About the Installation

Before installing the printer driver to your computer, read this section to understand about installation.

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required for printing from a Mac OS computer.

System Requirements

To install the printer drivers on a Mac OS computer, the following environments are required.

OS: Mac OS 8.6 to 9.2, MacOS X (Classic Mode only)
Memory: 16MB or more
Protocol: EtherTalk installed

Installing the Printer Driver to Mac OS Computer

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required for printing from a Mac OS computer.

To install the printer driver to Mac OS computer, follow the procedure below:

- Installing the AdobePS 8.7 to your Macintosh computer.
 - ▶ P74 “Installing the AdobePS 8.7”
- Creating the PostScript printer for the GA-1140 printer on your Mac OS computer.
 - ▶ P76 “Creating the AdobePS Printer”

Installing the AdobePS 8.7 Printer Driver

NOTE:

If the AdobePS is already installed on your computer, please make sure the version of AdobePS is 8.7 or later. To check the version of AdobePS on your computer, select the AdobePS file located in the “Extensions” folder under the “System Folder”. Then click on [File], select [General Information] in [Get Info]. The information of the AdobePS file is displayed and you can check the version of the AdobePS file.

When the version of AdobePS is earlier than 8.7:

If the version of AdobePS is earlier than 8.7, follow the procedure here and install the AdobePS 8.7 printer driver from the User Software CD-ROM.

If the version of AdobePS is later than 8.7,

When the version of AdobePS is later than 8.7:

You have to install the printer description files for the GA-1140 although you do not have to install the AdobePS printer driver from the User Software CD-ROM. To install the printer description files to your Mac OS computer, simply copy the files located in the “English:Printer Driver:Printer Descriptions” folder in the User Software CD-ROM into the “System Folder:Extensions:Printer Descriptions” folder on your Mac OS hard drive.

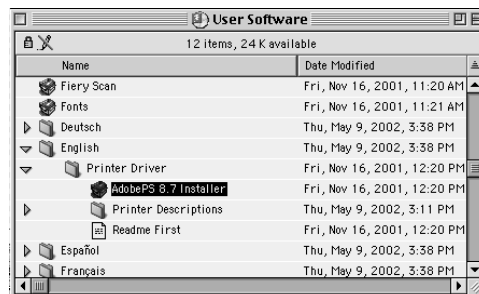
1 Insert the User Software CD-ROM into the CD-ROM drive.

- The User Software icon appears on the desktop.

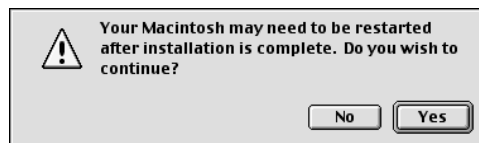


2 Open the “English” folder in the User Software CD-ROM and double-click on “AdobePS 8.7 Installer” included in the “Printer Driver” folder.

- The AdobePS 8.7 installation begins.

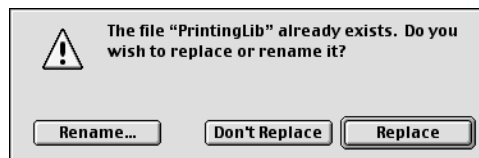


3 Click on [Yes].



4 Click on [Replace].

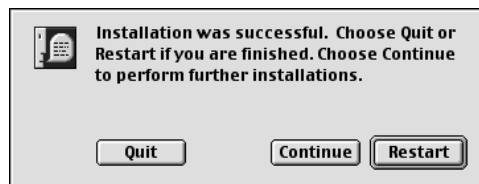
- When the old version of AdobePS is already installed on your computer, the message dialog box as shown at right is displayed. In this case, click on [Replace].



5 Click on [OK].



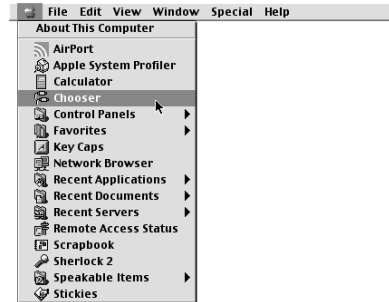
6 Click on [Restart].



Creating the AdobePS Printer

1 Click on apple menu and select [Chooser].

- The Chooser window appears.



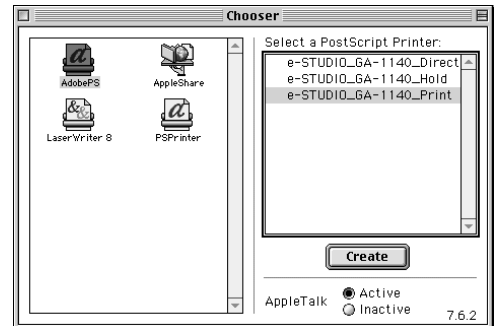
2 Select the AdobePS icon (and select the AppleTalk zone if configured) and a GA-1140 Printer displayed in the list, and click on [Create].

- Select a GA-1140 printer depending on how you operate the printing. ([Server Name] is a printer name of GA-1140.)

[Server Name]_GA-1140_Direct - print jobs are sent straight to the printer without spooling.

[Server Name]_GA-1140_Hold - print jobs are held until users operate copying or moving them to the Print queue with the job management tools.

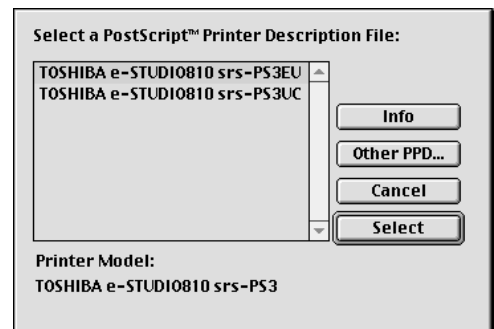
[Server Name]_GA-1140_Print - print jobs are spooled to the hard disk in the GA-1140 printer and printed out. Use this queue for general printing.



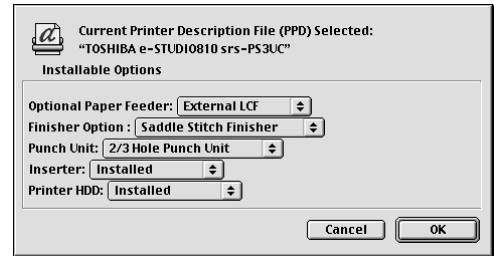
HDD : The “[Server Name]_GA-1140_Hold” and “[Server Name]_GA-1140_Print” printers are only available when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed.

3 Select a PostScript Printer Description file to be used and click on [Select].

- When the GA-1140 printer is a US version, and the default paper size type is LT system, select “TOSHIBA e-STUDIO810srs-PS3UC”.
- When the GA-1140 printer is a European version, and the default paper size type is A4 system, select “TOSHIBA e-STUDIO810srs-PS3EU”.



4 Select each option according to the configuration of the GA-1140 printer and click on [OK].



Optional Paper Feeder

This sets whether or not the large capacity feeder is installed.

Not installed - Select this when no large capacity feeder is installed.

External LCF - Select this when the Large Capacity Feeder (MP-4003A) is installed.

Finisher

This sets whether or not the finisher is installed.

Not Installed - Select this when no finisher is installed.

Finisher - Select this when the Finisher (MJ-1017) is installed.

Saddle Stitch Finisher - Select this when the Saddle Stitch Finisher (MJ-1018) is installed.

Punch Unit

This sets whether or not the hole punch unit is installed. This can be selected when “Finisher” or “Saddle Stitch Finisher” is selected at “Finisher”.

Not Installed - Select this when no hole punch unit is installed.

2 Hole Punch Unit - Select this when the 2 Hole Punch Unit (MJ-6003E) is installed.

2/3 Hole Punch Unit - Select this when the 2/3 Hole Punch Unit (MJ-6003N) is installed.

4 Hole Punch Unit (F) - Select this when the 4 Hole Punch Unit (F) (MJ-6003F) is installed.

4 Hole Punch Unit (S) - Select this when the 4 Hole Punch Unit (S) (MJ-6003S) is installed.

Inserter

This sets whether or not the inserter unit is installed.

Not Installed - Select this when no inserter unit is installed.

Installed - Select this when the Inserter (MJ-7001) is installed.

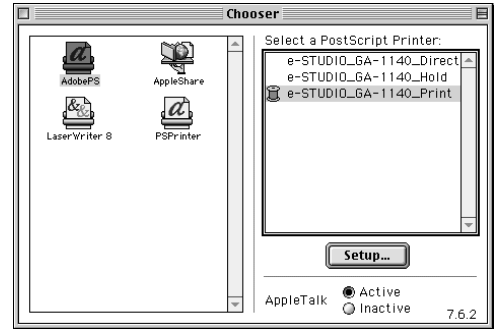
Printer HDD

This sets whether or not the PS3 Scan & HDD Upgrade is installed.

Not Installed - Select this when no HDD unit is installed.

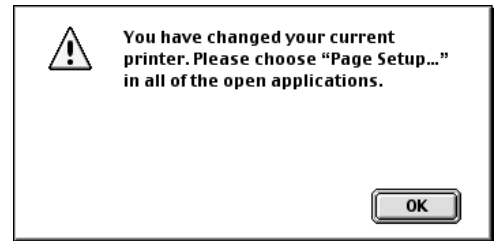
Installed - Select this when the HDD unit is installed.

5 Close the window.



6 Click on [OK].

- The current printer is set to the GA-1140 printer and the GA-1140 printer icon displayed on the desktop.



Installing the Fonts

The Fonts on the User Software CD-ROM includes screen and printer fonts that correspond to the 136 built-in PostScript printer fonts on the GA-1140. The Font installer copies both kinds of fonts to the System:Fonts folder on your hard disk. To be available to applications, the screen fonts must remain in the System:Fonts folder. The printer fonts can be copied to a folder of your choice.

SUPPLEMENT:

In the System:Fonts folder, when displayed by Kind, screen fonts appear as type “Font Suitcase” and PostScript printer fonts appear as type “PostScript™ font”.

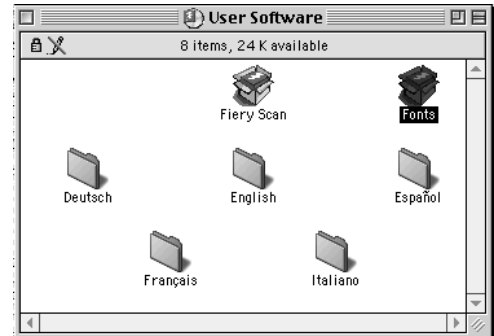
1 Insert the User Software CD-ROM into the CD-ROM drive.

- The User Software icon appears on the desktop.



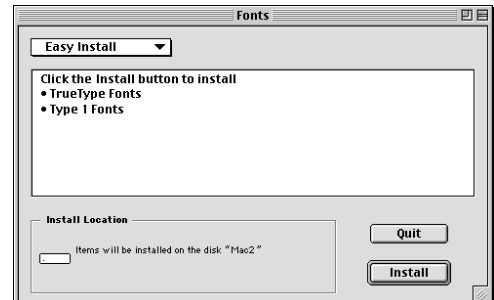
2 Open the User Software CD-ROM and double-click on “Fonts”.

- The Fonts dialog box appears.



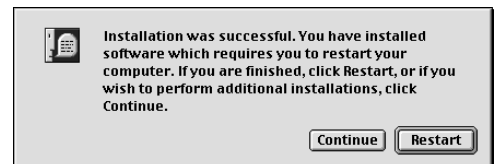
3 Click on [Install].

- The Fonts installation begins.



4 Click on [Restart].

- Your Mac OS computer is restarted.





Printing from Windows Computers

Printing from Application

Once you have installed the GA-1140 printer driver and set it to the proper port as described in the section “Installing the Printer Driver” in the chapter “Installing User Software on a Windows Computer”, you can print directly from most Windows applications. Simply choose the Print command from within your application.

You can print using the various functions by setting print options on the printer driver .

1 Open a file and select [Print] from the [File] menu of the application.

- The Print dialog box appears.

2 Select the GA-1140 printer driver to be used and Click on [Properties].

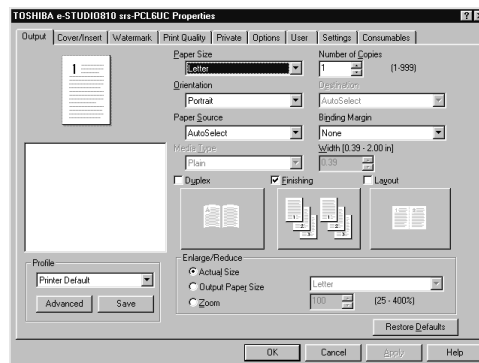
- The printer properties dialog box appears.

SUPPLEMENT:

The procedures for displaying the properties dialog for the printer driver may be different depending on the application that you are using. See your application’s manual about displaying the printer properties dialog box.

3 Setting the Print Options for each tab according to how you want to print.

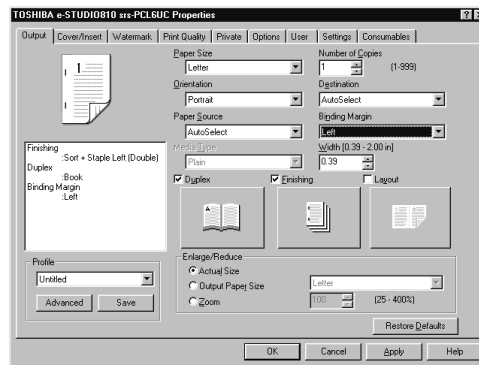
- Setting the print options varies depending on how you want to print a document. Please refer to “Setting Up Print Options” about setting the print options on each tab. ►P90 “Setting Up Print Options”
- You can also set the print options using setting profiles. ►P84 “Setting Print Options Using Profile”



SUPPLEMENT:

- The interface varies somewhat depending on whether you are using the PCL6 or PostScript printer driver and the version of Windows operating system.
- Some settings are disabled when the printer properties dialog box is displayed from an application. ► P93 “Displaying the Printer Properties”

4 Click on [Apply] and [OK] to save the settings.



5 Click on [Print] to print a document.

NOTE:

Some options listed in the printer driver can also be set from an application (for example, collation). Using collation in the application may cause problems. In these cases, use the driver option to perform the function, rather than setting it from the application. But depending on the application, settings such as the orientation may need to be set in the application, or the printer driver, or both. The application may not set up the file properly for printing on the GA-1140 and may also take longer to process. In order to print properly from the application that you are using, please see the section about printing in the application’s manual.

Setting Print Options Using Profiles

Print option settings can be saved on your hard disk so you can easily load specifically configured settings for a particular job. Settings files can also be shared over a network, using the Import and Export features.

In order to print a document using profiles, you should create saved settings first. You can also modify or delete the saved settings.

▶ P85 “Creating Saved Settings”

▶ P86 “Modifying Saved Settings”

▶ P87 “Deleting Saved Settings”

Once you create saved settings, you can load the settings for a particular job to print a document.

▶ P87 “Loading Saved settings”

You can also export print settings as a file on your hard disk to share the settings over a network.

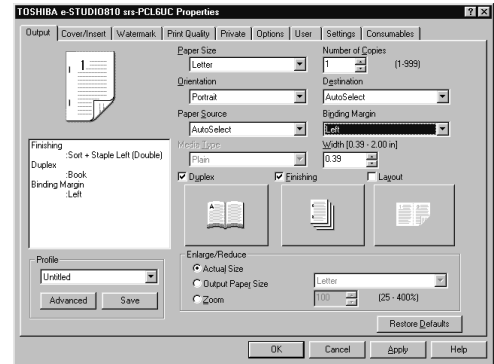
▶ P88 “Exporting Saved Settings”

Once you export saved settings on your hard disk, other network clients can import saved settings from the exported file.

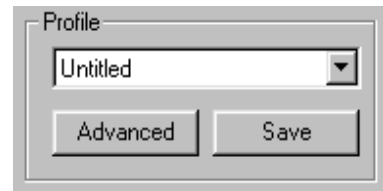
▶ P89 “Importing Saved Settings”

Creating Saved Settings

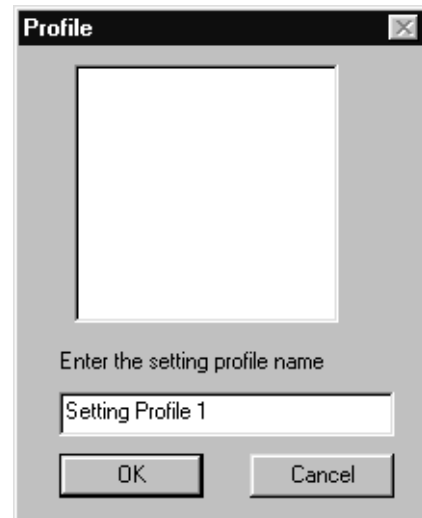
- 1 Configure the print options on each tab.**
 - Setting the print options varies depending on how you want to print a document. Please refer to “Setting Up Print Options” about setting the print options on each tab. ► P90 “Setting Up Print Options”



- 2 Click on [Save] at the Profile group.**
 - The Profile dialog box appears.



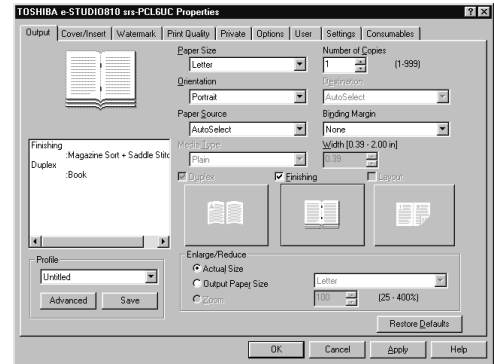
- 3 Enter a setting profile name using a maximum of 16 characters, and click on [OK].**
 - The name appears in the Profile pop-up menu.



Modifying Saved Settings

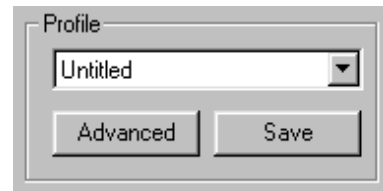
1 Modify the print options on each tab.

- Setting the print options varies depending on how you want to print a document. Please refer to “Setting Up Print Options” about setting the print options on each tab. ► P90 “Setting Up Print Options”



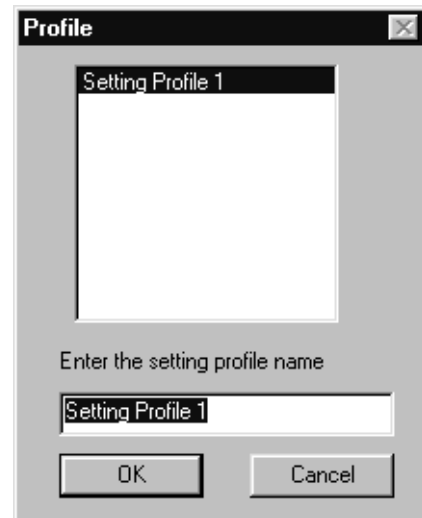
2 Click on [Save] at the Profile group.

- The Profile dialog box appears.



3 Confirm that the setting profile to be modified is highlighted, and click on [OK]

- The Attention message appears.

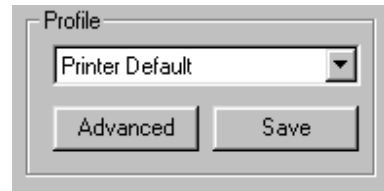


4 Click on [OK].

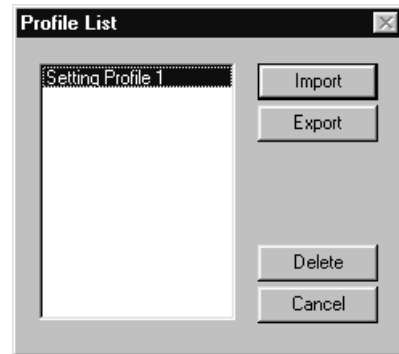
- The modified setting is saved.

Deleting Saved Settings

- 1 Click on [Advanced] at the Profile group.**
 - The Profile List dialog box appears.



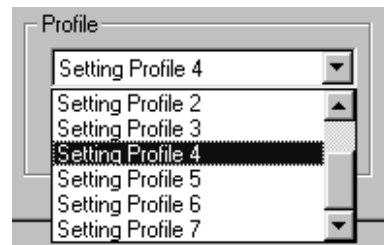
- 2 Select the setting profile you want to delete and click on [Delete].**
 - The Delete Profile message appears.



- 3 Click on [OK].**
 - The selected setting profile is deleted.

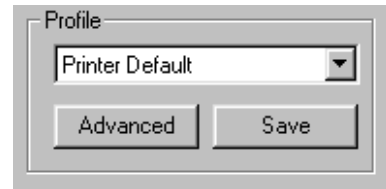
Loading Saved Settings

- 1 Select the setting profile you want to use.**
 - The printer driver automatically configured with the saved settings you have selected.

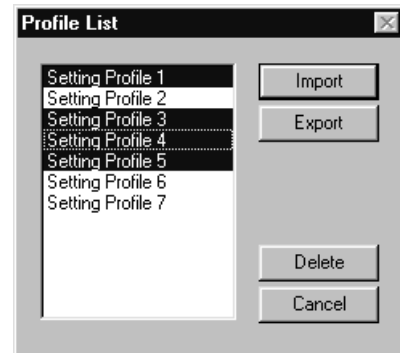


Exporting Saved Settings

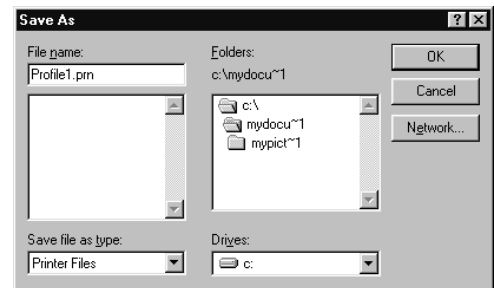
- 1 Click on [Advanced] at the Profile group.**
 - The Profile List dialog box appears.



- 2 Select the setting profile you want to export and click on [Export].**
 - The Save As dialog box appears.



- 3 Browse to the location where you want to save the file, enter a file name in the “File name” field, and click on [OK].**
 - The file name can be up to eight characters long (not including the extension). The file name does not have to match the Settings Name.
 - The setting profile is saved as a file.

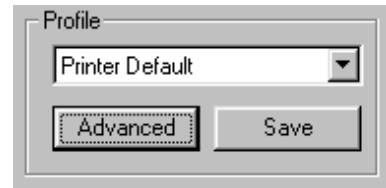


SUPPLEMENT:

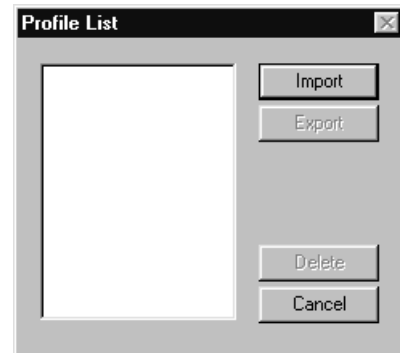
When several setting profiles are selected, the Save As dialog box appears for saving each setting profile separately.

Importing Saved Settings

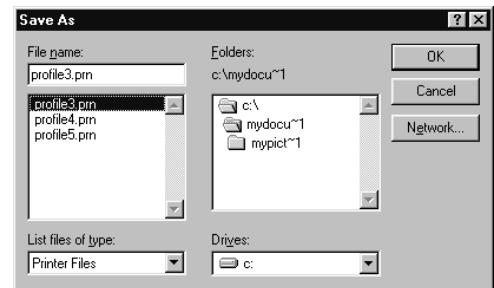
- 1 Click on **[Advanced]** at the Profile group.
 - The Profile List dialog box appears.



- 2 Click on **[Import]**.
 - The Save As dialog box appears.



- 3 Browse to the location of the saved settings file you want to import, select the file, and click on **[OK]**.
 - The settings profile is loaded from the file and added to the Profile pop-up menu.



NOTE:

Importing saved watermark settings is not available.

Setting Up Print Options

The printer can handle various printing situations by changing the Print Options settings on the Printer Properties.

To determine which option should be changed to print a document as you desire, refer to the following:

General Settings required for every printing:

Output Tab : Paper Size, Paper Source, Orientation, Media Type, Number of Copies, Destination

► P97 “Setting the Output Tab”

Adding the Binding Margin for printing:

Output Tab : Binding Margin

► P97 “Setting the Output Tab”

Printing both sides of the paper (Duplex printing):

Output Tab : Duplex

► P97 “Setting the Output Tab”

Sort printing/Group printing/Printing with Staples/Printing with Hole Punch:

Output Tab : Finishing

► P97 “Setting the Output Tab”

Printing multiple pages per sheet (Layout printing):

Output Tab : Layout

► P97 “Setting the Output Tab”

Enlarge/Reduce printing:

Output Tab : Enlarge/Reduce

► P97 “Setting the Output Tab”

Inserting a Cover, Back Cover, and sheet between pages:

Cover/Insert Tab : Cover Sheet, Back Cover, Sheet Insertion

► P103 “Setting the Cover/Insert Tab”

Printing a watermark:

Watermark Tab : Watermark

► P106 “Setting the Watermark Tab”

Adjusting the shade of gray scale (for PCL6 only):

Print Quality Tab : Gray Scale

► P109 “Setting the Print Quality Tab”

Changing how TrueType fonts are printed:

Print Quality Tab : TrueType Options

► P109 “Setting the Print Quality Tab”

Printing with Smoothing Function, Toner Save Mode:

Print Quality Tab : Use Smoothing Function, Toner Save Mode

► P109 “Setting the Print Quality Tab”

Printing PS Information when an error occurs (for PS only):

PS Tab : Print PS Information

► P112 “Setting the PS Tab”

Printing in specific PostScript Print Format (for PS only):

PS Tab : PostScript Output Format

► P112 “Setting the PS Tab”

Printing a rotated image (for PS only):

PS Tab : Rotation Printing

► P112 “Setting the PS Tab”

Printing a mirror image (for PS only):

PS Tab : Mirror Image Printing

► P112 “Setting the PS Tab”

Printing a negative image (for PS only):

PS Tab : Negative Image Printing

► P112 “Setting the PS Tab”

Printing a Private Job:

Private Tab : Private Job

► P114 “Setting the Private Tab”

Printing a Stored Job:

Private Tab : Stored Job

► P114 “Setting the Private Tab”

Setting optional devices:

Options Tab : Option Settings, Auto Settings

► P116 “Setting the Options Tab”

Printing a Tab Sheet (Tab Printing):

Options Tab : Tab Settings

▶ P116 “Setting the Options Tab”

Setting user information:

User Tab : User Name, Department Code

▶ P119 “Setting the User Tab”

Viewing the version information:

User Tab : Version Information

▶ P119 “Setting the User Tab”

Viewing the current settings table:

Settings Tab : Settings

▶ P120 “Setting the Settings Tab”

Viewing the current status of the paper:

Consumables Tab : Paper

▶ P121 “Setting the Consumables Tab”

Displaying the Printer Properties

There are two ways to display the printer's properties. Displaying and setting the printer properties vary according to how the settings take effect for printing. Also the tabs displayed vary depending on how you display the printer properties.

Setting Initial Values of Print Options

Setting the print options by viewing the printer properties from the Printers folder within the Windows Start menu will establish the initial values of the print options. For example, the paper size setting you most commonly use, optional device settings, user information settings, etc, are settings you will not want to change every time you print. It is convenient to set these print options as initial values.

How to display:

1. Click on [Start], [Settings], and select [Printers] (for Windows 95/98/Me/NT 4.0/2000) or [Printers and Faxes] (for Windows XP).
2. Select the GA-1140 printer, click on the [File] menu and select [Properties] (for Windows 95/98/Me), [Document Defaults] (for Windows NT 4.0), or [Printing Preferences] (for Windows 2000/XP).

Tabs are displayed:

- PCL6 Printer Driver
General, Details, Sharing, Output, Cover/Insert, Watermark, Print Quality, Private, Options, User, Settings, Consumables
- PostScript printer driver
General, Details, Sharing, Output, Cover/Insert, Watermark, Print Quality, PS, Private, Options, User, Settings, Consumables

SUPPLEMENTS:

- The Color Management tab is additionally displayed for Windows 98, Windows Me.
- For the PCL6 and PostScript printer driver Windows NT 4.0, Windows 2000, and Windows XP, only the Output, Cover/Insert, Watermark, Print Quality, PS (for PS driver only), Private, Options, User, Settings, and Consumables tabs are displayed.

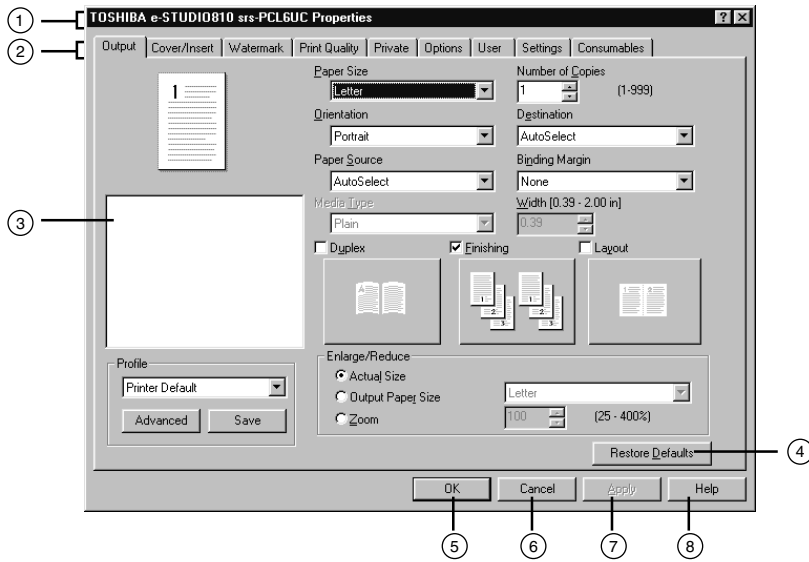
Setting Print Options for Each Print Job

Setting the print options by viewing the printer properties from the Print dialog box within an application will establish the values for the current print job. The print option settings specific to each print job are set using this method.

How to display:

1. Click on the [File] menu and select [Print] on an application.
2. Select the GA-1140 printer driver to be used and Click on [Properties].

Details of Screen



① Printer Name

Displays the name given to the printer driver when it is installed, or the name as it is displayed on the icon in the Printer folder.

② Menu Tabs

The menu items of the printer driver are displayed as tabs. Clicking on a tab will display the contents of the selected tab. The tabs displayed vary depending on the way the print properties are displayed.

Output Tab

You can specify the paper size, paper source, number of copies, orientation, binding margin, media type, destination, duplex printing, sorting, stapling, layout printing, and enlarge/reduce printing.

► P97 “Setting the Output Tab”

Cover/Insert Tab

You can specify the settings for adding the cover sheet or sheet insertion.

► P103 “Setting the Cover/Insert Tab”

Watermark Tab

You can specify a watermark to be printed on an image.

► P106 “Setting the Watermark Tab”

Print Quality Tab

You can specify how to print drawings, pictures, and fonts.

► P109 “Setting the Print Quality Tab”

PS Tab

You can specify the settings for PS features. This setting tab is available only for the PostScript printer driver.

► P112 “Setting the PS Tab”

Private Tab

You can specify the settings for private printing or stored printing.

► P114 “Setting the Private Tab”

Options Tab

You can specify the settings for installed optional devices and Tab print settings.

► P116 “Setting the Options Tab”

User Tab

You can display the user information.

► P119 “Setting the User Tab”

Settings Tab

You can display the current print settings.

► P120 “Setting the Settings Tab”

Consumables Tab

You can display the consumables status.

► P121 “Setting the Consumables Tab”

③ **Profile**

Print option settings can be saved on your hard disk so you can easily load specifically configured settings for a particular job. Settings files can also be shared over a network, using the Import and Export features.

► P84 “Setting Print Options Using Profiles”

④ **[Restore Defaults]**

Click on this to restore the settings to the original factory defaults.

⑤ **[OK]**

Click on this to enter the input settings and complete the print options settings.

⑥ **[Cancel]**

Click on this to cancel the input settings and exit the print options settings.

⑦ **[Apply]**

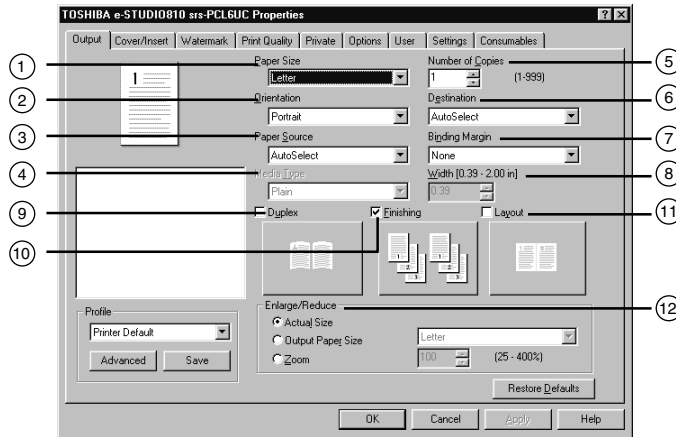
Click on this to enter the input settings without closing the print options settings.

⑧ **[Help]**

Click on this to browse the HELP for the printer driver.

Setting the Output Tab

The Output tab permits setting the paper and layout information print options.



① Paper Size

This selects the size of paper for printing.

- A3
- A4
- A5
- B4
- B5
- 8.25x13*
- 11x17(LD)
- Legal (8-1/2" x 14")
- Letter (8-1/2" x 11")
- Statement (5-1/2" x 8-1/2")
- Computer (10-1/8" x 14")
- 13inchLG (8-1/2" x 13")
- 8.5SQ (8-1/2" x 8-1/2")
- 8K (390 x 270 mm)
- 16K (270 x 195 mm)

*8.25x13 is same as FOLIO size paper described in the Copier's Manual.

NOTE:

- The default paper size varies depending on the Windows Regional Setting or the version of printer driver you installed. It is set to Letter when the Regional Setting of your operating system is English (United States) or installing the printer driver for US version. It is set to A4 when the Regional Setting is not English (United States) or installing the printer driver for EU version.

② Orientation

This sets the paper printing direction.

- **Portrait** - The document is printed in the portrait direction.
- **Landscape** - The document is printed in the landscape direction.

③ Paper Source

This selects the source for feeding paper. Please select a paper source that correlates with the printing size.

- **Auto Select** - Automatically selects the paper set in the printer according to the printed document size.
- **Upper Drawer** - Paper is fed from the Upper Recording Paper Tray.
- **Lower Drawer** - Paper is fed from the Lower Recording Paper Tray.
- **Tandem LCF** - Paper is fed from the Tandem Large Capacity Feeder.
- **External LCF** - Paper is fed from the External Large Capacity Feeder, which is an option. This cannot be selected when the External LCF is not installed.
- **Bypass (Short Edge)** - Paper is fed from the Bypass Tray and fed from the short edge of paper.
- **Bypass (Long Edge)** - Paper is fed from the Bypass Tray and fed from the long edge of paper.

NOTE:

- The selectable values vary depending on the installable optional devices to be installed on the GA-1140 and configured on the Options tab.

- The Attention message is displayed when “Bypass (Short Edge)” or “Bypass (Long Edge)” is selected.
- When you want to perform Tab printing, please specify the Tab Settings option on the Options tab before specifying the media type and paper source on the Output tab.
 - ▶ P116 “Setting the Options Tab”

④ Media Type

This sets the media type of the paper.

- **Plain** - Select this when printing on 20 lbs plain paper (64-80 g/m² plain paper).
- **Thick1** - Select this when printing on 24/28/32 lbs thick paper, 60 lbs cover sheet, or 90 lbs index sheet (up to 163 g/m² thick paper).
- **Thick2** - Select this when printing on 65 lbs cover sheet or 110 lbs index sheet (up to 209 g/m² thick paper).
- **Transparency** - Select this when printing on transparent sheets.
- **Tab Paper** - This is automatically selected when the Tab Settings for Bypass have been set on the Options tab.

NOTE:

- The Media Type is only available when “Bypass (Short Edge)” or “Bypass (Long Edge)” is selected under Paper Source.
- When you want perform Tab printing, please specify the Tab Settings option on the Options tab before specifying the media type and paper source on the Output tab.
 - ▶ P116 “Setting the Options Tab”

⑤ Number of Copies

This sets the number of printed copies.

The setting range varies depending on the type of the printer driver and the Windows versions:

- For PCL6 Printer Driver
 - Windows 95/98/Me and Windows NT 4.0 : **1 to 9999**
 - Windows 2000 and Windows XP: **1 to 9999**
- For PostScript Printer Driver
 - Windows 95/98/Me and Windows NT 4.0 : **1 to 999**
 - Windows 2000 and Windows XP: **1 to 9999**

⑥ Destination

This selects the destination tray to be outputted.

- **Auto Select** - Select this to route the output to the tray which is configured for default destination tray on the GA-1140.
- **Tray 1** - Select this to route the output to the upper tray of the Finisher. This is available only when the Finisher is installed and selected on the Option tab.
- **Tray 2** - Select this to route the output to the lower tray of the Finisher. This is available only when the Finisher is installed and selected on the Option tab.

⑦ Binding Margin

This selects whether or not the Binding Margin is set to the paper to be printed.

- **None** - Select this to set no gutter on the paper.
- **Left** - Select this to set the gutter on the left side on the paper. When this is selected, specify the width of the gutter at the Binding Width option.
- **Right** - Select this to set the gutter on the right side on the paper. When this is selected, specify the width of the gutter at the Binding Width option.
- **Top** - Select this to set the gutter on the top of the paper. When this is selected, specify the width of the gutter at the Binding Width option.
- **Center** - This sets the gutter on the center of two sided page. When this is selected, specify the width of the gutter at the Binding Width option. This is available only when you select the Magazine Sort or Magazine Sort + Saddle Stitch at the Finishing option.

⑧ Binding Width

Enter the width of binding margin when you elect to add a binding margin. You can set the width from 0.39 to 2.00 inch in units of 0.01 inch (10.0 to 50.8 mm in units of 0.1 mm).

NOTE:

- Only “None” or “Top” is available when “Tablet” is selected for the Duplex option.
- Only “None”, “Left”, or “Right” is available when “Book” is selected for the Duplex option.

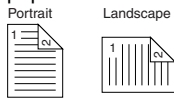
- Images will be reduced to fit within the remaining area other than the space taken for the added binding margin.
- In case binding margin is added to the enlarge/reduce printing, the image will be shifted to opposite side of the margin taking the space of the binding margin into account. Therefore, the part of the image on the opposite side of the margin will be missing on the page if the image does not fit within the remaining area minus the margin area.
- Images will be reduced to fit within the remaining area after the binding margin takes its space from the center when adding the binding margin to the magazine sort.

⑨ Duplex

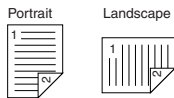
Enables duplex printing (printing on both sides of paper) according to the type of binding for duplex-printed pages.

To enable duplex printing, check the box and click on the Duplex icon according to desired type of binding. This option is only to print on both sides of the paper. If you want to bind the output with staples, you should set the finishing option as well.

- **Book** - Select this to print both sides of the paper in vertically the same direction to be bound along the vertical side of the paper so that the pages can be turned over right and left.



- **Tablet** - Select this to print both sides of the paper with a vertical reversal to be bound along the horizontal side of the paper so that the pages can be turned over up and down.



NOTE:

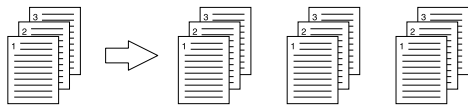
- The Duplex option is disabled when the Magazine Sort is selected at the Finishing option.
- The icons for Book and Tablet on the Duplex dialog box vary according to the orientation of a printed image.

⑩ Finishing

This sets how to sort the printed sheet when numerous copies are made for printing. Also you can enable the output to be stapled or hole punched.

To enable the finishing option, check the box and click on the Finishing icon to select desired type of finishing.

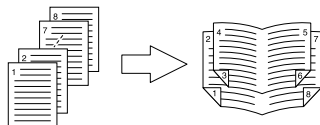
- **Sort** - Select this for sort-printing (1, 2, 3... 1, 2, 3...)



- **Group** - Select this for group-printing (1, 1, 1... 2, 2, 2... 3, 3, 3...)



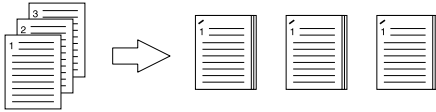
- **Magazine Sort** - Select this for booklet making. The printer automatically performs sorting of the pages and prints two pages of reduced image on one page on the both side of paper. When you want to add the width of the binding margin on the center, select "Center" at the Binding Margin option and enter the desired width of binding margin. See the description for the Binding Margin option for further details.



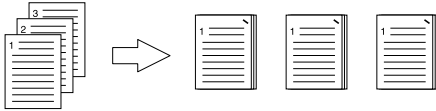
NOTE:

- The Magazine Sort printing on the PostScript printer driver for the Windows 2000 and XP is available only when the PS3 Scan & HDD Upgrade is installed on the GA-1140.

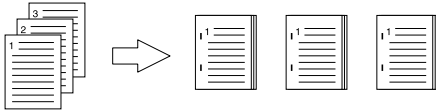
- **Sort + Staple Upper Left** - Select this to staple in the upper left and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



- **Sort + Staple Upper Right** - Select this to staple in the upper right and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



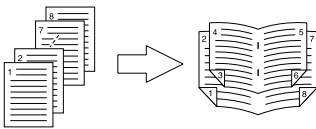
- **Sort + Staple Left (Double)** - Select this to staple double in the left and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



- **Sort + Staple Top (Double)** - Select this to staple double in the upper side and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



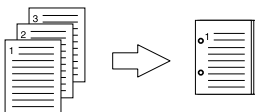
- **Magazine Sort + Saddle Stitch** - Select this for booklet making with stapling in the center. The printer automatically performs sorting of the pages and print two pages of reduced image on one page on the both sides of the paper. When you want to change the width of binding margin in the center, select "Center" at the Binding Margin option and enter the width of binding margin. See the description about the Binding Margin option for further details. The Saddle Stitch Finisher is required to enable this option.



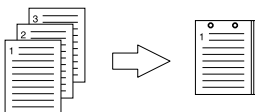
NOTE:

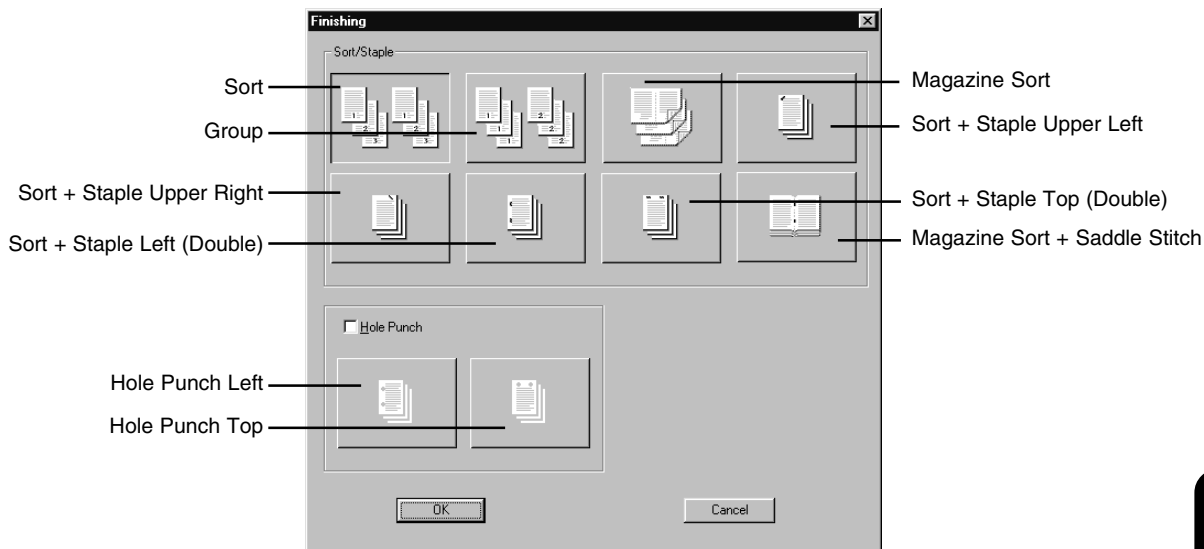
- The Magazine Sort + Saddle Stitch printing on the PostScript printer driver for the Windows 2000 and XP is available only when the PS3 Scan & HDD Upgrade is installed on the GA-1140.

- **Hole Punch Left** - Check the Hole Punch box and select this to create holes on the left side and print. This can not be used in combination with "Magazine Sort", "Sort + Staple Left (Double)", "Sort + Staple Top (Double)", and "Magazine Sort + Saddle Stitch". The Hole Punch unit is required to enable this option.



- **Hole Punch Top** - Check the Hole Punch box and select this to create holes on the upper side and print. This can not be used in combination with "Magazine Sort", "Sort + Staple Left (Double)", "Sort + Staple Top (Double)", and "Magazine Sort + Saddle Stitch". The Hole Punch unit is required to enable this option.





* The Finishing dialog box above a image when all optional devices installed and set at the Options tab.

NOTE:

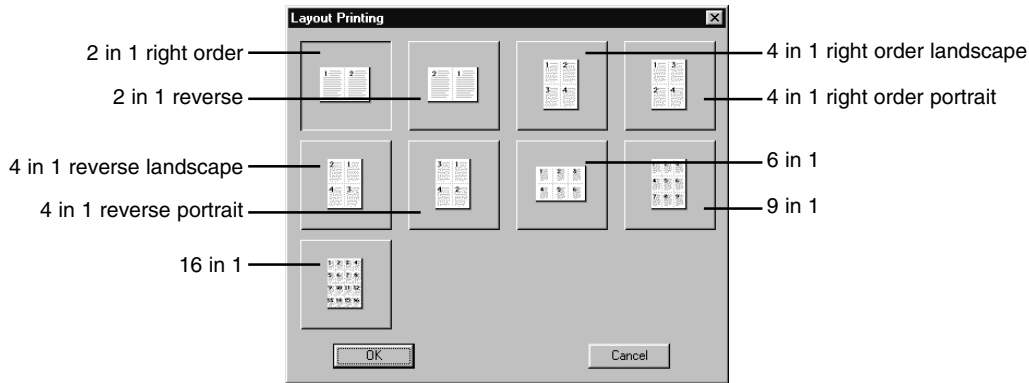
- The Finishing dialog box displayed varies depending on the installed optional devices set on the Options tab.
- An Attention message is displayed when the stapled option or hole punch option is selected.

⑪ Layout

This sets the printing of multiple pages on one page. The pages are reduced to fit the selected paper size automatically and printed.

To enable layout printing, check the box and click on the Layout icon to select desired type of layout.

- **2 in 1 right order** - Select this to print images from 2 pages arranged left to right (when the orientation is portrait) or from top to bottom (when the orientation is landscape) on one page.
- **2 in 1 reverse** - Select this to print images from 2 pages arranged right to left (when the orientation is portrait) or from bottom to top (when the orientation is landscape) on one page.
- **4 in 1 right order landscape** - Select this to print images from 4 pages arranged horizontally from the left and printed top to bottom on one page.
- **4 in 1 right order portrait** - Select this to print images from 4 pages arranged vertically from the top and printed left to right on one page.
- **4 in 1 reverse landscape** - Select this to print images from 4 pages arranged horizontally from the right and printed top to bottom on one page.
- **4 in 1 reverse portrait** - Select this to print images from 4 pages arranged vertically from the top and printed right to left on one page.
- **6 in 1** - Select this to print images from 6 pages arranged horizontally from the left and printed top to bottom on one page.
- **9 in 1** - Select this to print images from 9 pages arranged horizontally from the left and printed top to bottom on one page.
- **16 in 1** - Select this to print images from 16 pages arranged horizontally from the left and printed top to bottom on one page.



* The Layout dialog box above a image when the orientation is portrait.

NOTE:

- The Layout dialog box displayed varies depending on the orientation selected.
- The layout printing is disabled when the Magazine Sort or Magazine Sort + Saddle Stitch is selected for the Finishing option.

[PS] : “2 in 1 reverse”, “4 in 1 right order portrait”, “4 in 1 reverse landscape”, “4 in 1 reverse portrait” are not available for the PostScript printer driver.

12) Enlarge/Reduce

This changes the size of the printed image on the page.

- **Actual Size** - Select this to print in the same size as an actual image.
- **Output Paper Size** - Select this to enlarge or reduce an image to fit exactly in the selected paper size from the drop down box on the right.
- **Zoom** - Select this to enter the zoom ratio manually to enlarge or reduce an image. You can set any integer from 25 to 400(%) for the zoom ratio. This is not available when you enable the Layout option, or the Magazine Sort or Magazine Sort + Saddle Stitch is selected at the Finishing option.

NOTE:

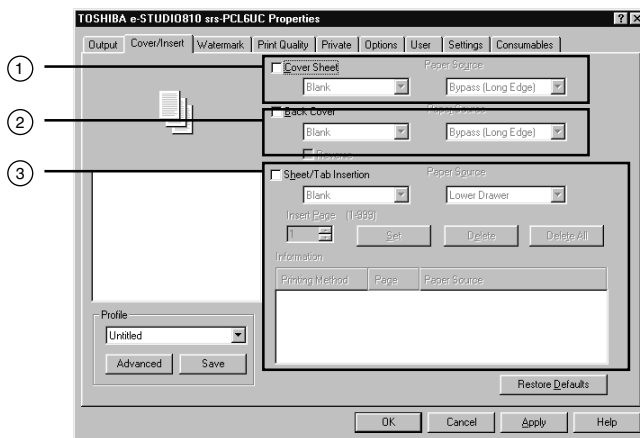
- The watermark is also enlarged or reduced when you enable the watermark option.
- The Zoom option is disabled when the Magazine Sort or Magazine Sort + Saddle Stitch is selected in the Finishing option and when Layout printing is performed.
- In case a binding margin is added to the enlarge/reduce printing, the image will be shifted to the opposite side of the margin taking the space of the binding margin into account. Therefore, the part of the image on the opposite side of the margin will be missing on the page if the image does not fit within the area minus the margin area.

Enlarge/Reduce Correspondence Table

Purpose Paper Size	A3	A4	A5	B4	B5	11x17(LD)	Legal	Letter	Statement	8.25x13	Computer	13inchLG	8.5SQ	8K	16K
A3	100	70	49	86	60	93	72	66	46	70	84	72	50	90	63
A4	141	100	69	122	86	132	102	93	65	100	119	102	72	128	90
A5	200	141	100	173	122	188	145	132	94	141	169	145	102	182	128
B4	115	81	56	100	70	108	83	76	53	81	97	83	58	105	73
B5	163	115	80	141	100	153	118	108	76	115	138	118	83	148	105
Tabloid	97	68	48	84	59	100	76	64	49	74	82	76	49	90	62
Legal	117	83	58	102	71	121	100	78	60	92	100	92	60	109	75
Letter	137	97	68	118	84	129	100	100	64	97	118	100	76	125	90
Statement	194	137	97	168	118	199	154	129	100	150	164	152	100	180	125
8.25x13	127	89	63	110	77	130	102	84	64	100	107	100	64	118	81
Computer	115	81	56	100	70	108	83	78	53	81	100	83	60	105	75
13inchLG	127	89	63	110	77	129	100	84	64	97	107	100	64	118	81
8.5SQ	137	97	68	118	84	129	100	100	64	97	118	100	100	125	90
8K	107	75	53	93	65	103	79	71	51	77	91	79	54	100	68
16K	152	107	75	131	93	143	110	103	71	107	131	110	79	138	100

Setting the Cover/Insert Tab

The Cover/Insert tab sets adding a cover sheet, back cover sheet, or a blank sheet between pages. This is useful when you want to add or print a cover page on a different color or different size sheet of paper.



① Cover Sheet

This sets front cover printing. This option allows you to insert or print a cover on a sheet fed from a different tray from the Paper Source option selected on the Output tab.

To enable front cover printing, check on the box and select the printing method. Also, select the location from where a cover sheet is to be fed using the Paper Source drop down box.

Printing Method

This selects how you want to print a cover.

- **Blank** - Select this to insert a blank cover.
- **Simplex** - Select this to print the first page of printed image on a cover.
- **Duplex** - Select this to print the first two pages of printed image on the both sides of a cover. This is available only when the Duplex option is enabled, or Magazine Sort or Magazine Sort + Saddle Stitch is selected as the Finishing option on the Output tab.

Paper Source

Select the location from which a cover sheet is to be fed when the Cover Sheet option is enabled.

NOTE:

- If "Simplex" is selected while duplex printing is performed, the first page is printed on the front side of the cover sheet and back side of the cover will be blank.
- "Simplex" is not available when the Magazine Sort or Magazine Sort + Saddle Stitch is selected as the Finishing option on the Output tab.
- The selectable values in the Paper Source drop down box vary depending on the optional devices installed on the GA-1140 and configured on the Options tab.
- "Inserter" can be selected from the Paper Source drop down box only when "Blank" is selected at the Printing Method drop down box.
- An Attention message is displayed when "Bypass (Short Edge)" or "Bypass (Long Edge)" is selected using the Paper Source drop down box.
- When you select "Lower Drawer (Tab Paper)" or "Bypass (Tab Paper)" from the Paper Source drop down box, please specify the Tab Settings option on the Options tab before specifying the media type and paper source on the Output tab. ► P116 "Setting the Options Tab"

② Back Cover

This sets back cover printing. This option allows you to insert or print a back cover on a sheet fed from a different tray from the Paper Source option on the Output tab.

To enable back cover printing, check on the box and select the printing method. Also, select the location from where a back cover sheet is to be fed using the Paper Source drop down box.

Printing Method

This selects how you want to print a cover.

- **Blank** - Select this to insert a blank back cover.
- **Simplex** - Select this to print the last page of printed image on a back cover.
- **Duplex** - Select this to print the last two pages of printed image on both sides of a back cover. This is available only when the Duplex option is enabled on the Output tab.

Paper Source

Select the location from which a back cover sheet is to be fed when the Back Cover option is enabled.

NOTE:

- If “Simplex” is selected while duplex printing is performed, the last page is printed on the back side of the cover sheet and front side of the cover will be blank.
- The Back Cover option is disabled when the Magazine Sort or Magazine Sort + Saddle Stitch is selected as the Finishing option on the Output tab.
- The selectable values in the Paper Source drop down box vary depending on the optional devices installed on the GA-1140 and configured on the Options tab.
- “Inserter” can be selected from the Paper Source drop down box only when “Blank” is selected at the Printing Method drop down box.
- An Attention message is displayed when “Bypass (Short Edge)” or “Bypass (Long Edge)” is selected using the Paper Source drop down box.
- When you select “Lower Drawer (Tab Paper)” or “Bypass (Tab Paper)” from the Paper Source drop down box, please specify the Tab Settings option on the Options tab before specifying the media type and paper source on the Output tab. ► P116 “Setting the Options Tab”

③ Sheet/Tab Insertion

This sets sheet or tab insertion printing. This option allows you to insert a sheet or tab sheet between pages, or print a specific page on a sheet fed from a tray other than the Paper Source option selected on the Output tab. This option is useful when you want to insert a blank sheet between chapters, or you want to print chapter cover pages on the different paper.

To enable sheet insertion printing, check on the box and select the printing method. Also, select the location from which a back cover sheet is to be fed using the Paper Source drop down box. Then, enter the page number you want to insert and click on [Set]. The saved sheet insertion setting is added to the Information list. Repeat the operation to add all the sheet insertion settings that you require. If the wrong sheet insertion setting is added to the Information list, you can delete the setting by selecting the setting in the list and clicking on [Delete]. Also you can delete all sheet insertion settings by clicking on [Delete All].

Printing Method

This selects how you want to print a cover. You can select a different value for each sheet insertion setting for a print job.

- **Blank** - Select this to insert a blank sheet.
- **Simplex** - Select this to print the page specified in the Insert Page list box on a inserted sheet.
- **Duplex** - Select this to print two pages specified in the Insert Page list box on the both sides of a inserted sheet. For example, when you enter 5 at the Insert Page list box, page 5 and 6 are printed on the both sides of a sheet. This is available only when the Duplex option is enabled on the Output tab.

Paper Source

Select the location from which a sheet is to be fed for each sheet insertion setting when the Sheet Insertion option is enabled.

Insert Page

Enter the page number where the sheet is to be inserted. When “Simplex” is selected from the Printing Method drop down box, entered page will be printed on the inserted sheet. When “Duplex” is selected from the Printing Method drop down box, entered page and the next page will be printed on both sides of the inserted sheet.

[Set]

Click on this to save the sheet insertion setting and add it to the Information list.

[Delete]

Select the setting from the Information list and click on this to delete the setting from the Information list.

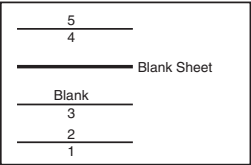
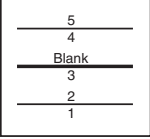
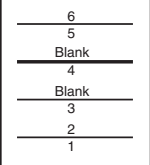
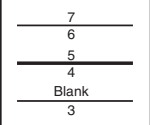
[Delete All]

Click on this to delete all settings from the Information list.

Information

Saved sheet insertion settings are displayed.

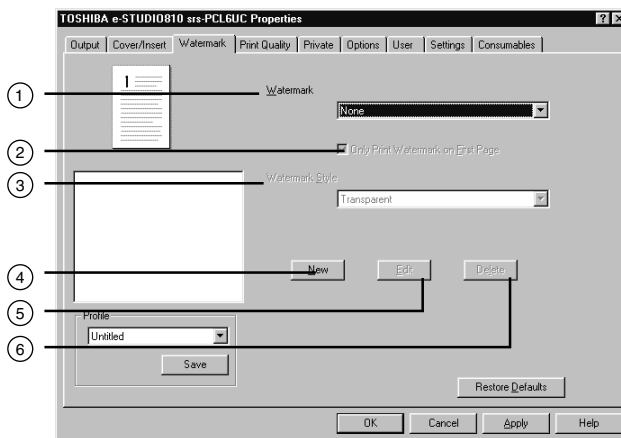
NOTE:

- The Sheet Insertion option is disabled when the Magazine Sort or Magazine Sort + Saddle Stitch is selected using the Finishing option on the Output tab.
- The selectable values in the Paper Source drop down box vary depending on the optional devices installed on the GA-1140 and configured on the Options tab.
- “Inserter” can be selected from the Paper Source drop down box only when “Blank” is selected at the Printing Method drop down box.
- An Attention message is displayed when “Bypass (Short Edge)” or “Bypass (Long Edge)” is selected in the Paper Source drop down box.
- When you select “Lower Drawer (Tab Paper)” or “Bypass (Tab Paper)” from the Paper Source drop down box, please specify the Tab Settings option on the Options tab before specifying the media type and paper source on the Output tab. ► P116 “Setting the Options Tab”
- If “Blank” is selected while duplex printing is performed, and you enter an even page (which is printed on the back side of the paper when printing duplex) for the Insert Page list box setting, the specified page will be blank. The desired blank sheet is inserted next and the duplex printing continues from the next page.
 
- If “Simplex” is selected for duplex printing, the specified page is printed on the front side of the sheet and back side of the sheet will be blank.
 
- If “Simplex” is selected while duplex printing is performed, and you enter an even page (which is printed on the back side of the paper when printing duplex) for the Insert Page list box setting, the specified page will be blank. The page is printed on the front side of the inserted sheet and the duplex printing continues from the next page.
 
- If “Duplex” is selected while duplex printing is performed, and you enter an even page (which is printed on the back side of the paper when printing duplex) for the Insert Page list box setting, the specified page will be blank. The specified page and the next page are printed on the inserted sheet and the duplex printing continues from the next page.
 

Setting the Watermark Tab

The Watermark tab permits the printing of a watermark over the image on the paper.

PS: The Watermark tab is not available for the PostScript printer driver for Windows NT 4.0, Windows 2000, and Windows XP.



① Watermark

This selects the watermark to be used or edited. The following values except “None” are the default watermarks that have been registered in the printer driver. New watermarks you create are added to the drop down box list in alphabet order.

- **None** - Select this if no watermark is desired.

The following default watermarks are also displayed in the drop down box:

- CONFIDENTIAL
- COPY
- DRAFT

② Only Print Watermark on First Page

Check this to print a watermark only on the first page. This setting will become available when any watermark is selected from the Watermark drop down box.

③ Watermark Style

This selects how the watermark is printed.

- **Transparent** - Select this to print a watermark using transparent text.
- **Solid** - Select this to print a watermark using solid text.

PS: “Background” can be selected for the PostScript printer. When “Background” is selected, the watermark text is printed behind the contents of the printed image. “Transparent” is not available for the PostScript printer driver.

④ [New]

Click on this to create a new watermark. The Watermark Detail screen appears by clicking on this. You can create up to 30 different watermarks (including “None” and default watermarks).

- P107 “Watermark Detail Screen”

⑤ **[Edit]**

Select a watermark from the Watermark drop down box and click on this to edit a watermark. The Watermark Detail screen appears by clicking on this.

► P107 “Watermark Detail Screen”

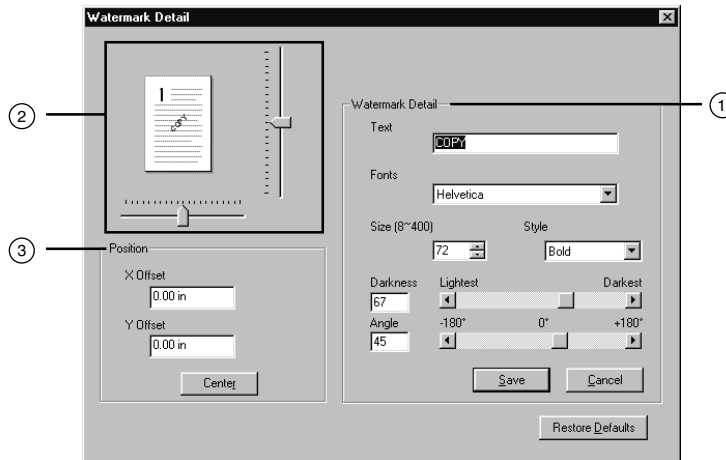
⑥ **[Delete]**

Select a watermark from the Watermark drop down box and click on this to delete the desired watermark.

NOTE:

- The default watermarks can be deleted. If you delete the default watermarks, they cannot be restored.
- “None” cannot be deleted.

Watermark Detail Screen



① **Watermark Detail**

You can create or edit the watermark in this option group.

Text

Enter the text of a watermark. You can enter up to 32 alphanumeric characters. When you are editing a watermark, the selected watermark text is displayed in the field.

Fonts

Select a font to be used for the watermark text.

Size

Enter the font size for the watermark text. The font size can be set from 8 to 400 pt in units of 1 pt.

Style

Select the font style for the watermark text.

- **Regular** - Select this to set the regular style to the text.
- **Bold** - Select this to set the bold style to the text.
- **Italic** - Select this to set the italic style to the text.
- **Bold Italic** - Select this to set the bold and italic style to the text.

Darkness

Enter the percentage of shading for the watermark text. The shading can be set from 0 (lightest) to 100 (darkest) in units of 1%. You can also set the percentage of shading by moving the scroll bar.

Angle

Enter the degree of angle for rotating the watermark text. The angle can be set from -180 to 180 degrees in units of 1 degree. You can also set the degree of angle by moving the scroll bar.

[Save]

Click on this to save the new or edited watermark.

[Cancel]

Click on this to cancel creating a new watermark or editing a watermark and restores the previous screen values.

② Watermark Image

The image of the new or edited watermark is displayed. You can also adjust the position of the watermark by moving the horizontal and vertical scroll bars.

③ Position

This permits setting the position of the watermark using numeric values.

X Offset

Enter the horizontal position of the watermark. It can be set from -10.00 to 10.00 inch in units of 0.01 inch (-254.00 to 254.00 mm in units of 0.01 mm).

Y Offset

Enter the vertical position of the watermark. It can be set from -10.00 to 10.00 inch in units of 0.01 inch (-254.00 to 254.00 mm in units of 0.01 mm).

[Center]

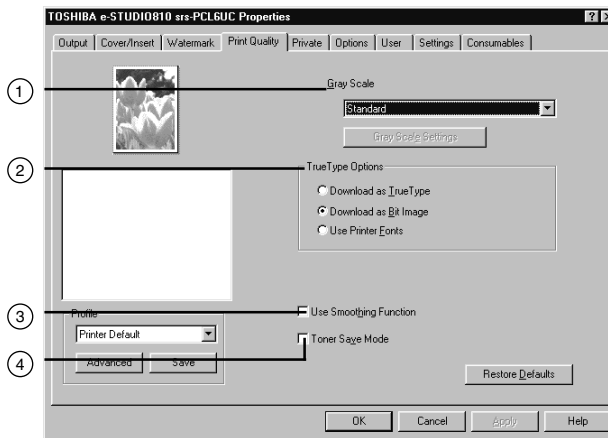
Click on this to center the watermark.

Setting the Print Quality Tab

The Print Quality tab permits setting the gray scale, TrueType font, Smoothing, and Toner Save print quality options.

This control screen differs depending upon whether the PCL6 printer driver or the PostScript printer driver is being used.

PCL6 Printer Driver



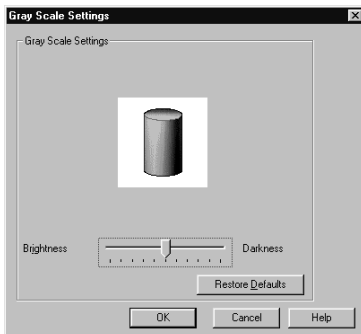
1 Gray Scale

This sets how to print gray scale images.

- **Lighter** - Select this to print gray scale lighter.
- **Standard** - Select this to print gray scale using the standard density.
- **Darker** - Select this to print gray scale darker.
- **Manual Settings** - Select this to manually set the gray scale settings. When this is selected, click on [Gray Scale Settings] to manually set the brightness or darkness of gray scale.

[Gray Scale Settings]

Click on this to set manually the brightness or darkness of gray scale. This button is only available when “Manual Settings” is selected at the Gray Scale drop down box. When this is clicked, the Gray Scale Settings dialog box appears. Set the brightness or darkness of gray scale using the scroll bar and click on [OK] to save manual gray scale settings.



② TrueType Options

This sets how to print the TrueType fonts.

- **Download as TrueType** - Select this to print a normal document at a high speed. All TrueType fonts are extracted on the printer for printing.
- **Download as Bit Image** - Select this to print the document as same as the print image shown on the screen.
- **Use Printer Fonts** - Select this to substitute the TrueType fonts with printer internal fonts for printing. The print result may differ from the print image on the screen.

NOTE:

Printing may not be performed the same as the print image even though “Download as TrueType” is selected.

③ Use Smoothing Function

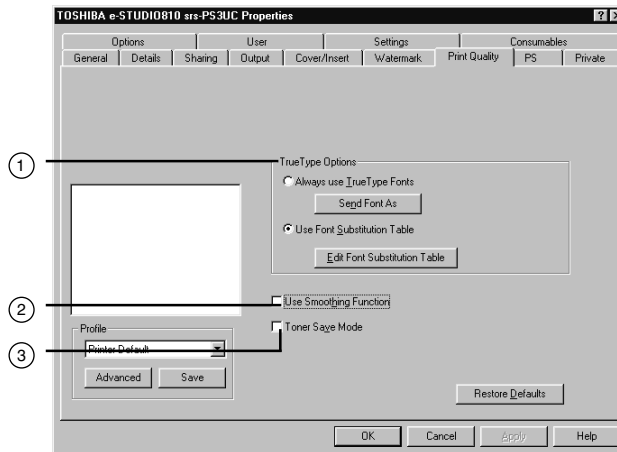
Check the box to print the texts and graphics smoothly.

④ Toner Save Mode

Check the box to print in toner save mode.

PostScript Printer Driver

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.



① TrueType Options

This sets how to print TrueType fonts. This option can be set only when setting the print options from the Printers folder. This is not available when setting from an application.

- **Always use TrueType Fonts** - Select this to print the document the same as the print image shown on the screen. All TrueType fonts are extracted on the printer for printing. When you select this, click on [Send Font As] to set the format for TrueType fonts sent to the printer. ► P111 “Send Font As”
- **Use Font Substitution Table** - Select this to substitute the TrueType fonts using the printer internal fonts according to the settings of the font substitution table. To edit the substitution table, click on [Edit Font Substitution Table] to edit the font substitution settings for Windows 95/98/Me. For Windows NT 4.0, Windows 2000, and Windows XP, the substitution table can be edited on the Device Settings tab which can be displayed by selecting [Properties] in the [File] menu from the Printers folder. ► P111 “Font Substitution Table”

NOTE:

The [Send Font As] and [Edit Font Substitution Table] buttons are available only for Windows 95/98/Me. These buttons are not displayed when you are using the PostScript printer driver on Windows NT 4.0, Windows 2000, and Windows XP.

② **Use Smoothing Function**

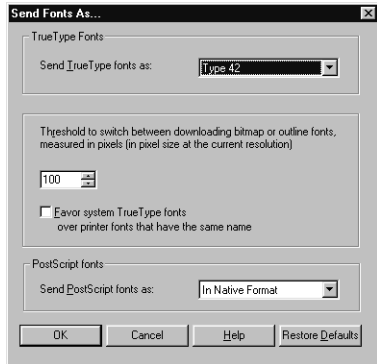
Check the box to print the texts and graphics smoothly.

③ **Toner Save Mode**

Check the box to print in toner save mode.

Send Font As

This sets to specify the format to send the TrueType fonts which are not substituted with their PostScript equivalents.



Send TrueType fonts as

Select the format of the TrueType fonts to be sent to the printer.

- **Outlines** - select this to send the TrueType fonts in scalable outline (Type 1) format . This is best for sending the TrueType fonts in large point sizes.
- **Bitmaps** - Select this to send the TrueType fonts in bitmap (Type 3) format. This is best for sending the TrueType fonts in small point sizes.
- **Type 42** - Select this to send the TrueType fonts in Type 42 format.
- **Don't Send** - Select this to not send the TrueType fonts to the printer. Select this only for advanced users using a sophisticated print spooler.

Threshold

Specify the pixel size of the font at which the PostScript printer driver should switch from sending TrueType fonts in the Type 1 format to sending them in the Type 3 format. The pixel size of fonts varies according to the printing resolution.

Favor system TrueType fonts

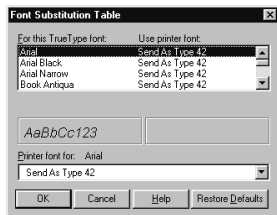
Check this to use system TrueType fonts instead of printer fonts when the same font is found on both the computer and the printer.

Send PostScript fonts as

Select how the PostScript fonts is sent to the printer. This option is effective only when sophisticated print spoolers are used for printing or font cartridges are installed on the printer.

Font Substitution Table

This table shows how each TrueType font is substituted. You can edit the substitution setting for each TrueType font.



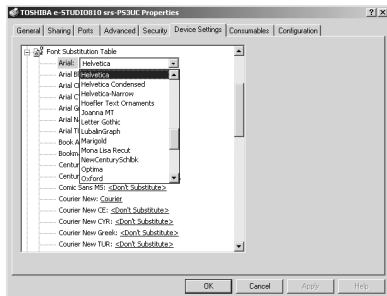
Windows 95/98/Me—To edit the substitution setting in the Font Substitution Table dialog box, select the substitution setting that you want to edit from the list, and select how the selected TrueType font is sent to the printer at the drop down box below. In the drop down list, the internal printer fonts and the type of format, selected at the Send TrueType fonts option on the Send Font As dialog box, are displayed.

Windows NT 4.0/2000/XP—To edit the substitution setting in the Device Settings tab of the Printer Properties dialog box, click the substitution setting that you want to edit from the list, and select how the selected TrueType font is sent to the printer from the pop-up menu displayed.

Some TrueType fonts are set to be substituted to the internal printer fonts as defaults. The default values of the substitution table are below.

TrueType Font	Printer Fonts
Arial	Helvetica
Arial Narrow	Helvetica-Narrow
Book Antiqua	Palatino
Bookman Old Style	Bookman
Century Gothic	Avant Garde
Century Schoolbook	New CenturySchlbk

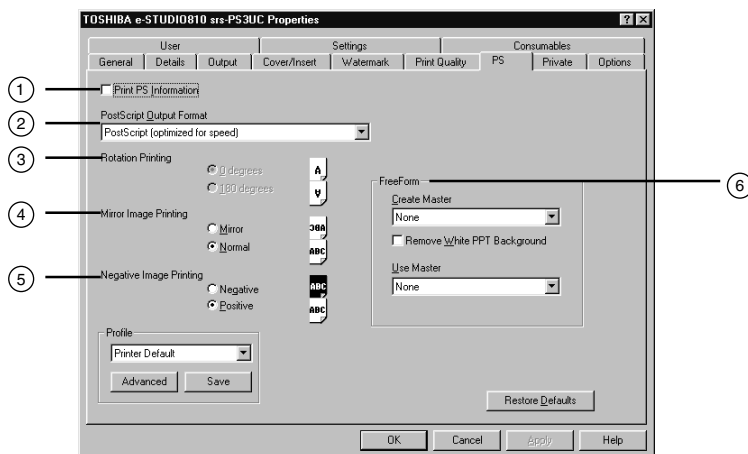
TrueType Font	Printer Fonts
Courier New	Courier
Monotype Corsiva	ZapfChancery
Monotype Sorts	ZapfDingbat
Symbol	Symbol
Times New Roman	Times



Setting the PS Tab

PS : The PS tab is only for the PostScript printer driver. The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required to use the PostScript Driver.

The PS tab sets the PostScript features for printing.



① Print PS Information

Check on this to print a PS error information page when any errors occur for printing.

NOTE:

This option is only available when displaying the Properties dialog box from the Printers folder.

② PostScript Output Format

This selects the output format for printing.

- **PostScript (optimized for speed)** - Select this to print in the PostScript format optimized for speed.
- **PostScript (optimized for portability-ADSC)** - Select this to print in the PostScript format optimized to the Adobe document structure standard.
- **Encapsulated PostScript (EPS)** - Select this to embed PostScript as an image within an application.
- **Archive format** - Select this to create a data stream file and use it as a PostScript file. This format file cannot be printed to the printer.

③ Rotation Printing

This allows you to perform rotation printing of an image. This option is available only when the orientation is set to landscape.

- **0 degree** - Select this to not perform rotation printing.
- **180 degrees** - Select this to perform rotation printing.

④ Mirror Image Printing

This allows you to perform mirror image printing of an image.

- **Mirror** - Select this to perform mirror image printing.
- **Normal** - Select this to not perform mirror image printing.

NOTE:

Mirror Image Printing option is not available for Windows NT 4.0, Windows 2000, and Windows XP.

⑤ Negative Image Printing

This allows you to perform negative image printing of an image.

- **Negative** - Select this to perform negative image printing.
- **Positive** - Select this to not perform negative image printing.

NOTE:

Negative Image Printing option is not available for Windows NT 4.0, Windows 2000, and Windows XP.

⑥ FreeForm

This allows you set various features for the FreeForm option.

Create Master

Select when creating a master file for FreeForm. When you want to create a master file, select the master number for the created master file.

- **None** - Select this to not create a master file for FreeForm.
- **1 to 15** - Select the master number from 1 to 15 for the master file you will create.

Remove White PPT Background

Check this to remove the white Microsoft PowerPoint background when creating a master file for FreeForm. This is effective only when a master number is selected using the Create Master drop down box.

Use Master

Select whether printing variable data using the master file for FreeForm. When you print variable data, select the master number to be used for printing the variable data.

- **None** - Select this to not use a master file for printing.
- **1 to 15** - Select the master number to be used for printing the variable data.

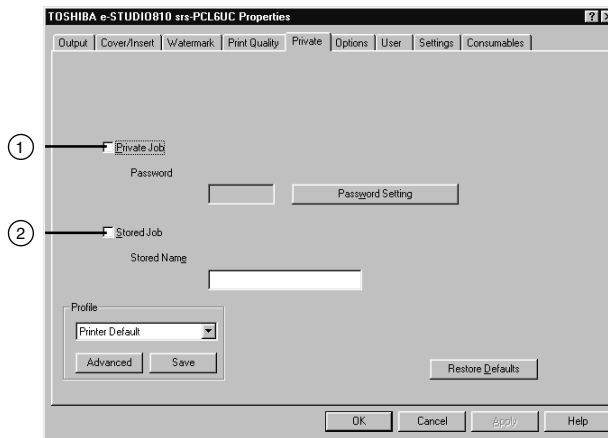
HDD : The FreeForm is the optional function to print variable data documents. In order to use the FreeForm option, the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required. For further information about FreeForm option, please refer to the *Fiery Utilities Guide*.

Setting the Private Tab

The Private tab allows you to perform private printing and stored printing.

NOTE:

To perform Private printing and Stored printing, the User Name must be set on the User tab. If you have not set the User Name, please set it first. ► P119 “Setting the User Tab”



① Private Job

Check on this to print the current job as a private job. The print job sent as a private job is saved in memory on the GA-1140, and the print job is not printed until you activate printing from the Touch Panel Display of the copier. This option is useful when you want to print a confidential document because it can be secured using a password. The user has to enter the password to print the private job when activating printing from the Touch Panel Display of the copier. See the section “Printing a Private Job” for how to print a Private Job.

► P148 “Printing a Private Job”

Password

When the password is set, asterisks are displayed in the field. When you perform private printing, you have to set a password. To set a password, click on [Password Setting].

[Password Setting]

Click on this to set the password for a private job. The Password Setting for Private Job dialog box appears. Enter the password using any numeric key and click on [Set]. Alphabetic characters cannot be used for the password. This password is used to print a private job from the Touch Panel Display from the copier.



② **Stored Job**

Check on this to print the current job as a stored job. The print job sent as a stored job is saved in memory on the GA-1140, and the print job is not printed until you activate printing from the Touch Panel Display of the copier. This option is useful when you do not want to print a job immediately, and when you want to print a proof copy for confirmation before printing several copies. Also this is useful for printing the files are that frequently printed since the Stored Job is remained in the memory until you delete the job from the Touch Panel Display. See the section “Printing a Stored Job” for how to print a stored job.

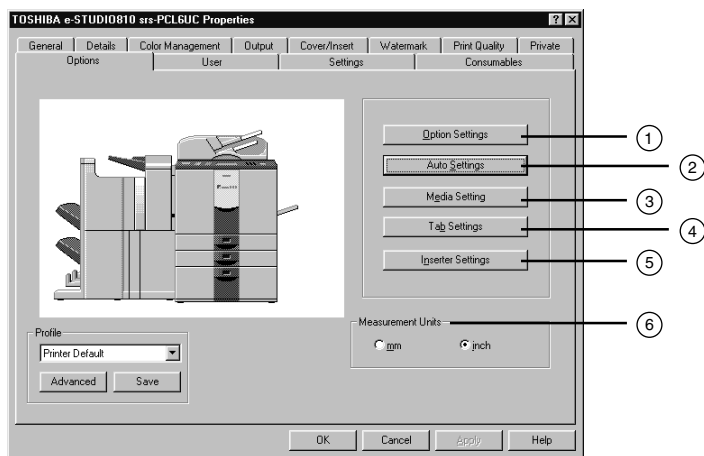
► P164 “Printing a Stored Job”

Stored Name

Enter the name of the stored job. This name is displayed in the job list at the Touch Panel Display of the copier.

Setting the Options Tab

The Options tab establishes the configurations for the optional devices installed on the GA-1140 and Tab settings for the Tab Print function.



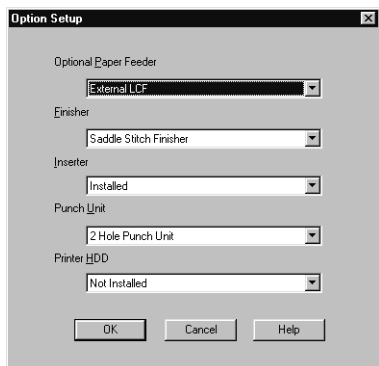
① [Option Settings]

Click on this to manually configure the installed optional devices on the GA-1140. The Option Settings dialog box is displayed upon clicking on this.

► P59 “Configuring the Options Manually”

NOTE:

This option can be set only when setting the print options from the Printers folder. This is not available when setting from an application. Also this option is not available for the PostScript printer driver for Windows NT 4.0, Windows 2000, and Windows XP. When configuring the options on the PostScript printer driver for these version of Windows, you must set the Device Settings tab. ► P63 “Configuring the Options Manually—When configuring options in the PostScript printer driver on Windows NT 4.0, Windows 2000, or Windows XP”



Optional Paper Feeder

This sets whether or not the large capacity feeder is installed.

- **Not installed** - Select this when no large capacity feeder is installed.
- **External LCF** - Select this when the Large Capacity Feeder (MP-4003A) is installed.

Finisher

This sets whether or not the finisher is installed.

- **Not installed** - Select this when no finisher is installed.
- **Finisher** - Select this when the Finisher (MJ-1017) is installed.
- **Saddle Stitch Finisher** - Select this when the Saddle Stitch Finisher (MJ-1018) is installed.

Punch Unit

This sets whether or not the hole punch unit is installed. This can be selected when “Finisher” or “Saddle Stitch Finisher” is selected under “Finisher”.

- **Not installed** - Select this when no hole punch unit is installed.
- **2 Hole Punch Unit** - Select this when the 2 Hole Punch Unit (MJ-6003E) is installed.

- **2/3 Hole Punch Unit** - Select this when the 2/3 Hole Punch Unit (MJ-6003N) is installed.
- **4 Hole Punch Unit (F)** - Select this when the 4 Hole Punch Unit (F) (MJ-6003F) is installed.
- **4 Hole Punch Unit (S)** - Select this when the 4 Hole Punch Unit (S) (MJ-6003S) is installed.

inserter

This sets whether or not the inserter unit is installed. This can be selected when “Finisher” or “Saddle Stitch Finisher” is selected under “Finisher”.

- **Not Installed** - Select this when no inserter unit is installed.
- **Installed** - Select this when the Inserter (MJ-7001) is installed.

Printer HDD

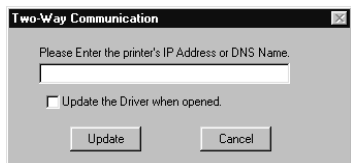
This sets whether or not the PS3 Scan & HDD Upgrade is installed.

- **Not Installed** - Select this when no HDD unit is installed.
- **Installed** - Select this when the HDD unit is installed.

② [Auto Settings]

Click on this to automatically configure the installed optional devices on the GA-1140. This can be performed when the GA-1140 is connected to the TCP/IP network. The Two-Way Communication dialog box is displayed upon clicking on this. Enter the IP address or DNS name in the field, and click on [Update] to automatically obtain the option configuration from the GA-1140.

The “Update the Driver when opened” option enables to update the option settings on the printer driver every time you open it, so you can always update the option settings from the GA-1140 when checking on this.

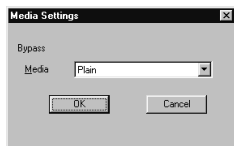


NOTE:

The [Auto Settings] button is not displayed on the PostScript printer driver for Windows NT 4.0, Windows 2000, and Windows XP. Instead of the Auto Settings option on this tab, you can configure the Auto Settings option on the Configuration tab. ► P65 “Configuring the Options Automatically—When configuring Two-Way Communication in the PostScript printer driver on Windows NT 4.0, Windows 2000, or Windows XP”

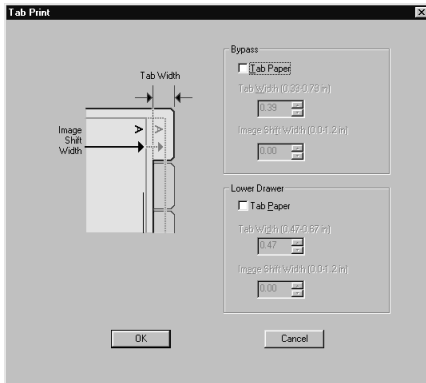
③ [Media Setting]

Click on this to specify the media type of the sheet which is fed from the Bypass tray. The Media Setting dialog box is displayed upon clicking on this. This setting reflects on Media Type on the Output tab when “Bypass (Short Edge)” or “Bypass (Long Edge)” is selected in the Paper Source option on the Output tab.



④ [Tab Settings]

Click on this to perform tab printing. The Tab Settings dialog box is displayed upon clicking on this. You can print a document on a tab sheet using the tab print settings. To perform tab print, specify the tray where the tab sheet is set and enter the width of the tab and the amount by which the image will be shifted. Tab print can be performed only from the Bypass tray, or Lower Drawer.



Tab Settings can be specified for Bypass or Lower Drawer depending on from which the tab sheet is fed. Please refer to Copier's Manual for background information on Tab printing.

Tab Paper

Check on this to perform tab print from the Bypass tray or Lower Drawer.

Tab Width

Enter the width of the tab. The tab width can be set:

Bypass: 0.47 - 0.67 per 0.01 inch (12.0 to 17.0 per 0.1 mm)

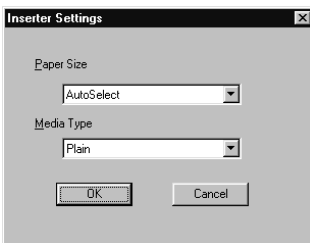
Lower Drawer: 0.39 to 0.79 per 0.01 inch (10.0 to 20.0 per 0.1 mm)

Image Shift Width

Enter the amount that the image will be shifted from the tab side. The shift width can be set from 0 to 1.2 inches in units of 0.01 inch (0 to 30 mm in units of 0.1 mm).

⑤ [Inserter Settings]

Click on this to specify the paper size and media type for the Inserter. The Inserter Settings dialog box is displayed when clicking on this. Specify this option when you want to insert or print a sheet using the Inserter.

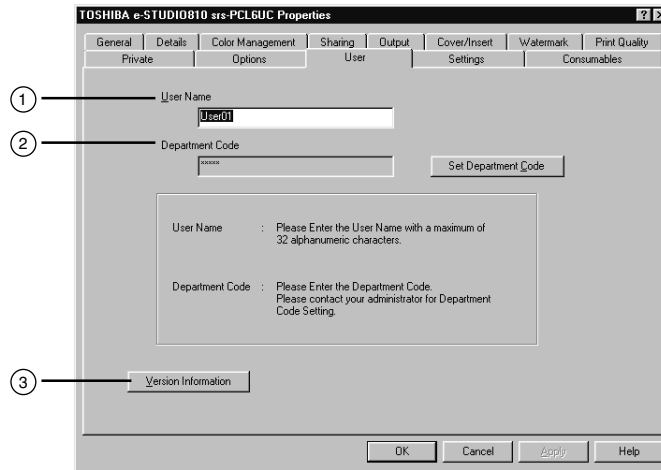


⑥ Measurement Units

Select whether to use millimeters or inches when specifying options on the printer driver.

Setting the User Tab

The User tab permits setting the user information such as the user name and department code.



① User Name

Enter the user name. This name is displayed for print jobs in the Print Job page of the TopAccess program. The user name is required for printing private and stored jobs.

► P66 “Setting the User Information”

NOTE:

This option can be set only when setting the print options from the Printers folder. This is not available when setting from an application.

② Department Code

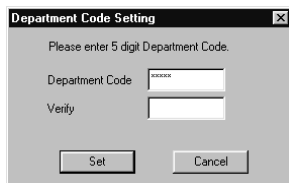
Click on [Set Department Code] to set this user’s department code. Counter information can be managed for each department code. Please ask your network administrator for your department code.

► P66 “Setting the User Information”

NOTE:

This option can be set only when setting the print options from the Printers folder. This is not available when setting from an application.

The Set Department Code dialog box is displayed when clicking on [Set Department Code]. Enter your department code in the Department Code and Verify fields, and click on [Set] to save the department code.

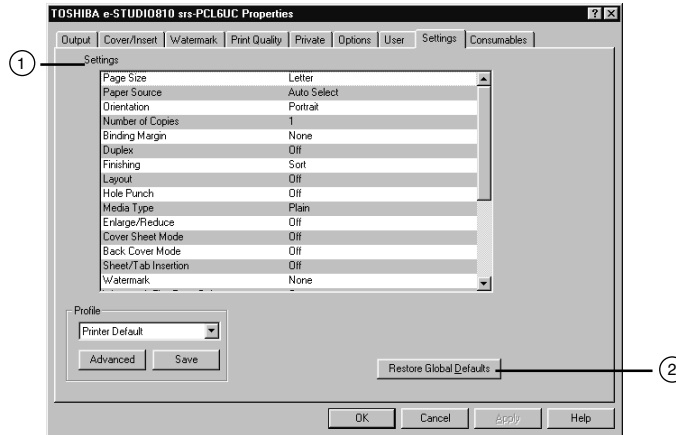


② [Version Information]

Click on this to display the version information of the printer driver.

Setting the Settings Tab

The Settings tab displays the current settings information.



① Settings

The current print settings are displayed.

② [Restore Global Defaults]

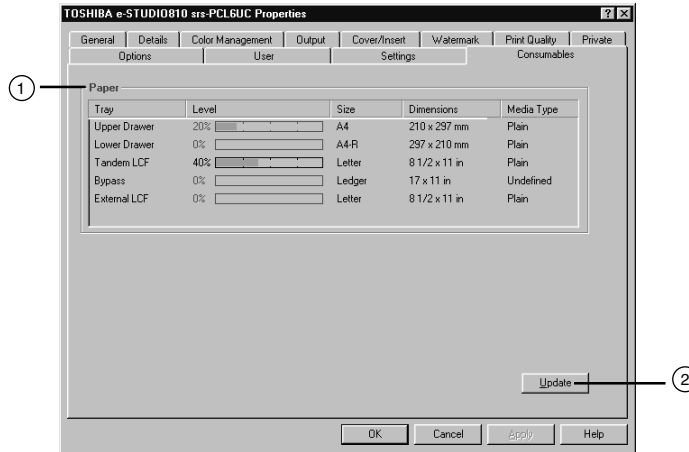
Click on this to restore the default values for all tabs.

NOTE:

The user name, department code, option settings, created watermark, edited watermark, deleted watermark, and create setting profiles are not restored.

Setting the Consumables Tab

The Consumables tab displays the current status of the paper in each tray.



① Paper

The paper remaining status, paper size, and media type for each paper tray is displayed.

② [Update]

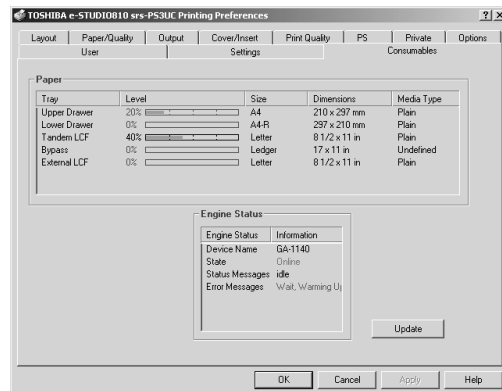
Click this to update the consumable information.

NOTE:

The information on this tab is automatically obtained from the GA-1140 using Two-Way communication. To obtain the information from the GA-1140, please set the Auto Settings option. Configuring the Two-Way communication varies depending on the type of printer driver and version of Windows. ► P64 “Configuring the Options Automatically”

SUPPLEMENT:

The Consumables tab within the PostScript printer driver for Windows 2000 and Windows XP can view the Engine Status in addition to the items noted above.

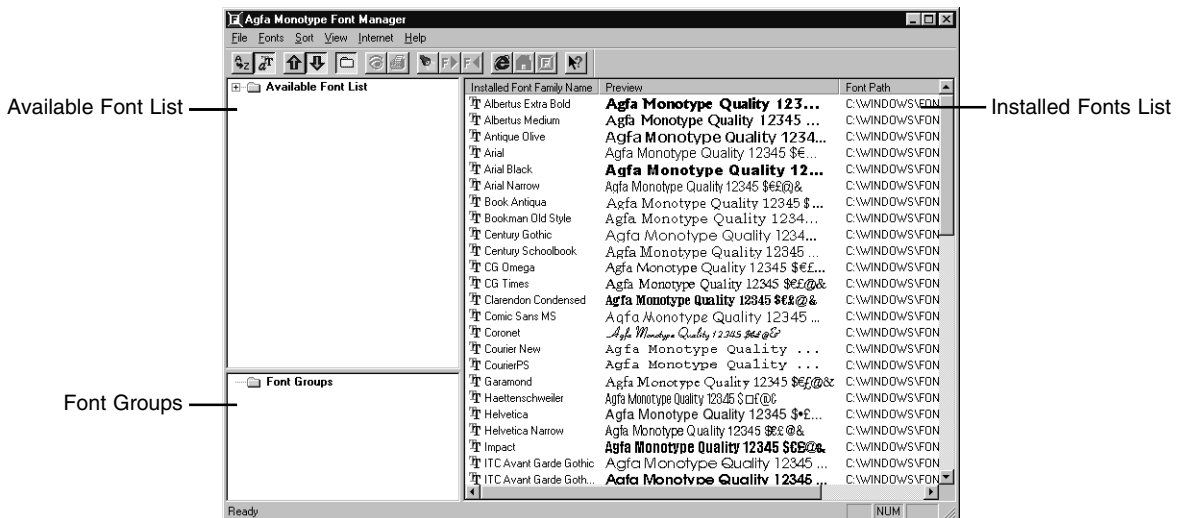


Managing Fonts with Font Manager 2000

The Agfa Monotype Font Manager 2000 program can be used to manage your fonts in Windows.

It can:

- Search your local and network drives for fonts.
- Install and uninstall fonts in Windows.
- Remove fonts from your computer.
- Preview or print the fonts on your computer or network.
- Create font groups for personal or workgroup projects.
- Sort your fonts in a variety of ways, etc.



Searching Fonts

The first time you start Agfa Monotype Font Manager 2000, the Find Fonts dialog box appears automatically. Before installing a font in Windows, you have to search the available fonts that can be installed by Font Manager 2000.

1. Click on the “Fonts” menu and select “Search for Fonts...”.
 - The Find Fonts dialog box appears.
2. Select which drive you want to search for fonts.
 - **Selected Drives** - Select this to choose the one of the drives to search for fonts.
 - **All Drives** - Select this to search on all drives to search for fonts.
 - **Selected Paths** - Select this to enter the path to the drive to search for fonts. Enter the path to the drive you want to search for fonts when you select this.
3. Click on [OK].
 - When you select “Selected Drives”, Continue to the next step.
 - When you select “All Drives”, skip to Step 6.
 - When you select “Selected Paths”, skip to Step 6.
4. The Select Drives dialog box appears.
5. Select a drive to search for fonts from the list and click on [OK].
6. Searching for fonts begins. The Search for fonts... dialog box is displayed while searching for fonts.
 - If you cancel to search for fonts, click on [Stop].
7. The searched fonts are displayed at the Available Font List list.

Installing Fonts in Windows

After searching the fonts, you can install them in Windows. Once the fonts are installed in Windows, the fonts can be displayed on the dialog box in applications and printed by the machine.

1. Highlight the fonts you want to install in Windows from the “Available Font List”.
2. Click on the “Fonts” menu and select “Install”.
3. The fonts are installed in Windows and added to the installed fonts list.

Uninstalling Fonts in Windows

You can uninstall the fonts in Windows. Even if you uninstall the fonts from Windows, the source files of the uninstalled fonts are not deleted from the drive.

1. Highlight the fonts you want to uninstall from Windows from the installed fonts list.
2. Click on the “Fonts” menu and select “Un-install”.
3. The fonts are uninstalled from Windows. The uninstalled fonts are added to the “Available Fonts List”.

Removing Fonts from the Computer

You can remove the fonts from your computer that no longer be required. Even if you uninstall the fonts from Windows, the source files of the uninstalled fonts are not deleted from the hard drive. You can remove the sources of the uninstalled fonts from your computer by this function.

Before removing the fonts, the fonts must be uninstalled from Windows first.

1. Highlight the fonts you want to remove from your computer in the installed fonts list.
2. Click on the “Fonts” menu and select “Remove Font”.
3. The Remove Fonts dialog box appears.
4. Check on the box for “Delete font(s) from the hard disk” and click on [OK].
 - If you do not check on the checkbox for “Delete font(s) from the hard disk”, the source of the fonts are not deleted from the hard disk. If you want to remove the fonts from the Available Font List but do not want to delete the source file, do not check on this checkbox.
5. The source files of the fonts are deleted from the hard drive.

Preview Fonts

You can preview the fonts that are displayed in the Available Font List and the installed fonts list.

1. Highlight a font you want to preview from the Available Font List or the installed fonts list.
2. Click on “Fonts” menu and select “Preview”.
3. The Preview dialog box appears. The sample font is displayed on the dialog box.
 - **Point Size** - You can select the point size of the sample font displayed.
 - **Normal Styles** - When this is selected, the font is displayed in the normal face on the dialog box.
 - **All Styles** - When this is selected, the font is displayed in all of the available font faces on the dialog box.

Creating a Font Group

You can create a group of fonts and give a descriptive name to the group. The created group can be used to install or uninstall the fonts in Windows. This function can be used to configure the different working scenarios of the fonts for each user.

1. Select the Font Groups folder and click on the “Fonts” menu and select “NewGroup...”.
 - The New Group dialog box appears.
2. Enter the group name in the Group Name field.
3. In the All Available Fonts, expand each folders and select fonts that you want to add to the group.
4. Click on [Add>>].
 - The selected fonts are added to the Fonts in Group list.

5. Click on [OK].
6. The created group is added to the Font Groups list.

Sorting Fonts in the List

You can sort and change the order of fonts to be displayed in the Available Font List and installed fonts list.

Sorting by Name

Click on the “Sort” menu and click on “Sort by Name”. The fonts are listed alphabetically by the font family name.

Sorting by Font Type

Click on the “Sort” menu and click on “Sort by Font Type”. The fonts are grouped according to their technology type (TrueType, Type 1, or screen bitmap) and within each group the names will be listed alphabetically.

Inverting the alphabetical Order

The lists can be inverted by clicking on the “Sort” menu and click on “Inverse Sort”.

Printing from Mac OS Computers

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required for printing from a Mac OS computer.

Printing from Application

[PS] : The PostScript option, PS3 Upgrade (GE-1020) must be installed on the GA-1140 to print from a Mac OS computer.

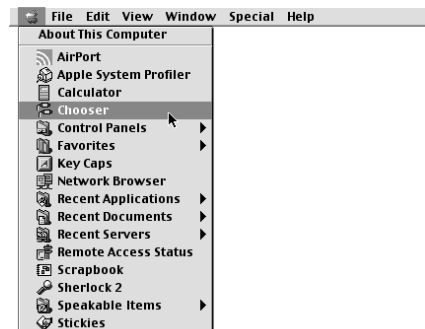
Once you have installed the GA-1140 printer driver as described in the section “Installing the Printer Driver” in the chapter “Installing User Software on a Mac OS Computer”, you can print directly from most Mac OS applications.

Before you can print to the GA-1140 from applications, you must select the GA-1140 in the Chooser. Then, using the Adobe PostScript printer driver and the correct PostScript Printer Description file (PPD), you can control many GA-1140 printing features by specifying job settings from print dialog boxes.

You can print using the various functions by setting print options on the printer driver .

Selecting the GA-1140 in the Chooser

- 1 **Click on apple menu and select [Chooser].**
 - The Chooser window appears.



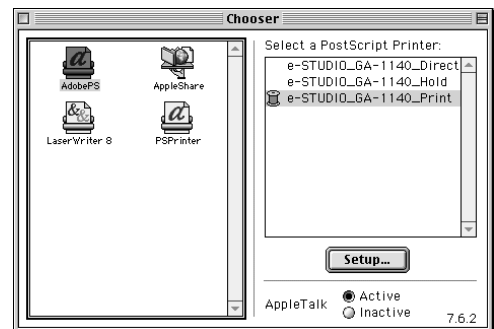
- 2 **Select the AdobePS icon (and select the AppleTalk zone if configured) and a GA-1140 Printer displayed in the list.**

- Select a GA-1140 printer depending on how you operate the printing. ([Server Name] is a printer name of GA-1140.)

[Server Name]_GA-1140_Direct - print jobs are sent straight to the printer without spooling.

[Server Name]_GA-1140_Hold - print jobs are held until users operate copying or moving them to the Print queue with the job management tools.

[Server Name]_GA-1140_Print - print jobs are spooled to the hard disk in the GA-1140 printer and printed out. Use this queue for general printing.



HDD : The “[Server Name]_GA-1140_Hold” and “[Server Name]_GA-1140_Print” printers are only available when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed.

SUPPLEMENT:

Please make sure the button below the Select a PostScript Printer list becomes the [Setup...] button. When the Choose dialog box shows the [Create] button below the Select a PostScript Printer list, this means you have not yet configured the printer for printing. In this case, you must first configure the printer with a PPD file for GA-1140 to enable the GA-1140 printing features for printing. ► P76 “Creating the AdobePS Printer”

3 Close the Chooser window.

- The GA-1140 remains selected as the current printer until you choose a new printer in the Chooser.

Setting Options and Printing from Mac OS Computers

In Mac OS applications, print options are set from both the Page Setup dialog box and the Print dialog box.

1 Open a file and select [Page Setup] from the [File] menu of the application.

2 In the dialog box that appears, make sure the GA-1140 printer is selected at the Printer menu and specify the Page Setup settings for your print job.

- Setting the Page Setup varies depending on how you want to print a document. Please refer to “Setting Up Print Options for Page Setup Dialog” about setting the print options on each tab.

► P131 “Setting Up Print Options for Page Setup Dialog”

3 Click on [OK] to save the Page Setup settings.

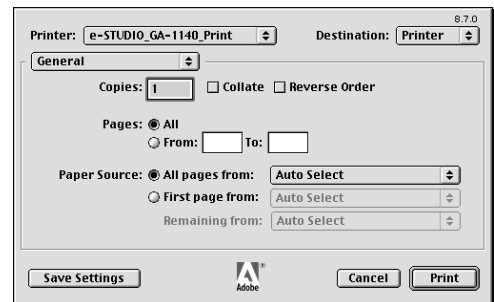
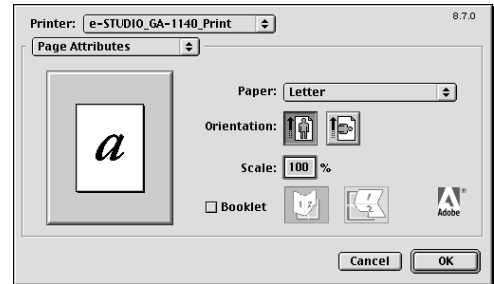
4 Select [Print] from the [File] menu of the application.

5 In the dialog box that appears, make sure the GA-1140 printer is selected at the Printer menu and specify the Print settings for your print job.

- Setting the Print Setup varies depending on how you want to print a document. Please refer to “Setting Up Print Options for Print Dialog” about setting the print options on each tab.

► P135 “Setting Up Print Options for Print Dialog”

6 Click on [Print] to print a document.



Setting Up Print Options for Page Setup Dialog

The Page Setup dialog boxes can be displayed by selecting the [Page Setup] command from the [File] menu of the application.

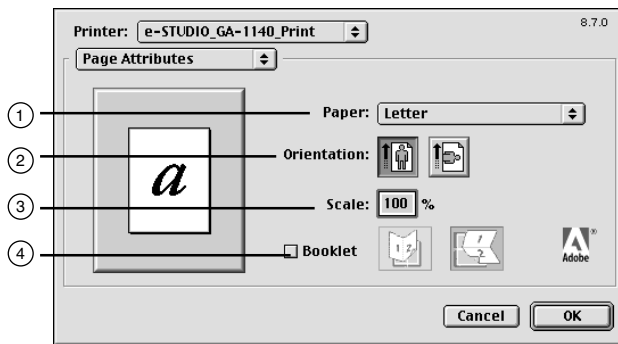
In the Page Setup dialog boxes, you can specify the Page Attribute settings, Watermark settings, and PostScript Options settings.

NOTE:

The Page Setup dialog boxes vary across applications.

Page Attributes

In the Page Attributes menu, you can specify the paper size, orientation, scale, and booklet option.



① Paper

This selects the size of paper for printing.

- A3
- A4
- A5
- B4
- B5
- 8.25x13*
- 11x17(LD)
- Legal (8-1/2" x 14")
- Letter (8-1/2" x 11")
- Statement (5-1/2" x 8-1/2")
- Computer (10-1/8" x 14")
- 13inchLG (8-1/2" x 13")
- 8.5SQ (8-1/2" x 8-1/2")
- 8K (390 x 270 mm)
- 16K (270 x 195 mm)

*8.25x13 is same as FOLIO size paper described in the Copier's Manual.

NOTE:

The default paper size varies depending on the PPD file you selected during the installation of printer driver. It is set to Letter when the US version is selected, and A4 when the EU version is selected.

③ Orientation

This sets the paper printing direction.

- **Portrait** - The document is printed in the portrait direction.
- **Landscape** - The document is printed in the landscape direction.

③ **Scale**

This changes the size of the printed image on the page. Enter the zoom ratio to enlarge or reduce an image. You can set any integer from 25 to 400(%) for the zoom ratio.

NOTE:

The watermark is also enlarged or reduced when you enable the watermark option.

Enlarge/Reduce Correspondence Table

Purpose Paper Size	A3	A4	A5	B4	B5	11x17(LD)	Legal	Letter	Statement	8.25x13	Computer	13inchLG	8.5SQ	8K	16K
A3	100	70	49	86	60	93	72	66	46	70	84	72	50	90	63
A4	141	100	69	122	86	132	102	93	65	100	119	102	72	128	90
A5	200	141	100	173	122	188	145	132	94	141	169	145	102	182	128
B4	115	81	56	100	70	108	83	76	53	81	97	83	58	105	73
B5	163	115	80	141	100	153	118	108	76	115	138	118	83	148	105
Tabloid	97	68	48	84	59	100	76	64	49	74	82	76	49	90	62
Legal	117	83	58	102	71	121	100	78	60	92	100	92	60	109	75
Letter	137	97	68	118	84	129	100	100	64	97	118	100	76	125	90
Statement	194	137	97	168	118	199	154	129	100	150	164	152	100	180	125
8.25x13	127	89	63	110	77	130	102	84	64	100	107	100	64	118	81
Computer	115	81	56	100	70	108	83	78	53	81	100	83	60	105	75
13inchLG	127	89	63	110	77	129	100	84	64	97	107	100	64	118	81
8.5SQ	137	97	68	118	84	129	100	100	64	97	118	100	100	125	90
8K	107	75	53	93	65	103	79	71	51	77	91	79	54	100	68
16K	152	107	75	131	93	143	110	103	71	107	131	110	79	138	100

④ **Booklet**

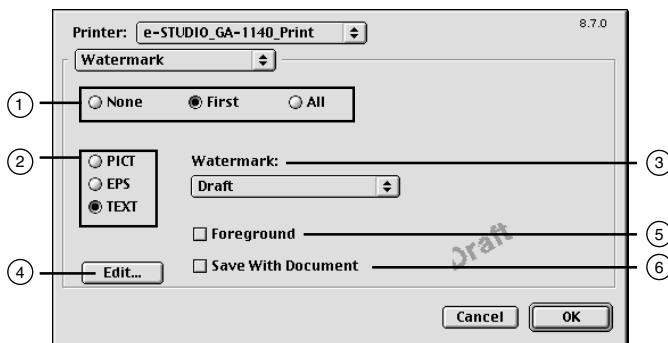
Check this for booklet making. When check on this, select the booklet icon on the right whether the booklet is bound along the vertical side of paper (left icon) or the horizontal side of paper (right icon).

NOTE:

When you performs the booklet printing, you must specify other print options properly. To print a booklet, please refer to "Appendix for Booklet Printing" ► P144.

Watermark

In the Watermark menu, you can set to print a watermark.



① How to Print a Watermark

Select how you want to print a watermark here.

- **None** - Select this to print no watermark.
- **First** - Select this to print the watermark only on the first page.
- **All** - Select this to print the watermark on all pages.

② Type of Format

Select the format of the watermark when you set to print a watermark.

- **PICT** - Select this to use a PICT image for the watermark. Please select the PICT image for the watermark at the Watermark pop-up menu.
- **EPS** - Select this to use an EPS image for the watermark. Please select the EPS image for the watermark at the Watermark pop-up menu.
- **TEXT** - Select this to use text for the watermark. Please select the text for the watermark at the Watermark pop-up menu. Also you can create or edit the watermark by clicking on [Edit...].

NOTE:

The PICT images and EPS images that you create can be added to your computer as the watermark. To add the PICT images and EPS images that you create as watermarks, copy the image file to "System Folder:Preferences:Watermarks" folder in your hard disk.

③ Watermark

Select the watermark to be printed. The values in the pop-up menu vary depending on which type of the watermark you selected.

④ [Edit...]

Select the text watermark and click on this to edit or create a watermark.

⑤ Foreground

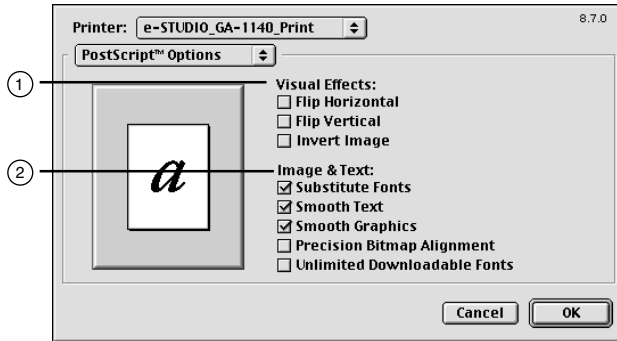
Check this to print the watermark in front of the print image.

⑥ Save with Document

Check this to save the watermark settings with the document for future print jobs.

PostScript Options

In the PostScript™ Options menu, you can set the mirror image printing, negative image printing, and how the texts and graphics are printed.



① Visual Effects

This sets the visual effects for printing.

- **Flip Horizontal** - Check on this to print a mirror image that flipped horizontally.
- **Flip Vertical** - Check on this to print a mirror image that flipped vertically.
- **Invert Image** - Check on this to print a negative image.

② Image & Text

This sets how the texts and graphics are printed.

- **Substitute Fonts** - Check on this to substitute fonts for printing according to the Adobe PostScript printer driver features.
- **Smooth Text** - Check on this to print texts smoothly.
- **Smooth Graphics** - Check on this to print graphics smoothly.
- **Precision Bitmap Alignment** - Check this to reduce the distort of graphics.
- **Unlimited Downloadable Fonts** - Check on this when printing a document with downloading the large amount of fonts data. This can reduce errors for printing since printing is performed slowly to take enough time for downloading the fonts data.

Setting Up Print Options for Print Dialog

The Print dialog boxes can be displayed by selecting the [Print] command from the [File] menu of the application.

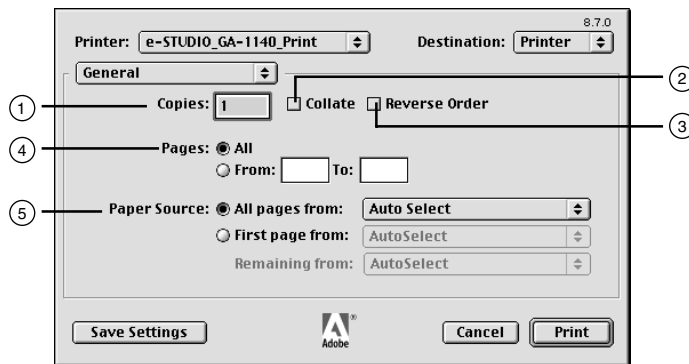
In the Print dialog boxes, you can specify the General settings, Background Printing settings, Cover Page settings, Layout settings, Error Handling settings, PostScript settings, Printer Specific Options settings, and Private settings. (The Color Matching settings are not effective even though you can select the Color matching in the pop-up menu.)

NOTE:

The Print dialog boxes vary across applications.

General

In the General menu, you can set the general print options such as number of copies, sort printing.



① Copies

This sets the number of printed copies. You can set any integer from 1 to 9999. Also you can set how the output is sorted.

② Collate

Check this for sort-printing (1, 2, 3... 1, 2, 3...)

③ Reverse order

Check this to print from the last page.

④ Pages

This sets the pages to be printed.

- **All** - Select this to print all pages.
- **From** - Select this to specify the pages to be printed. Enter the page range in the From and To field.

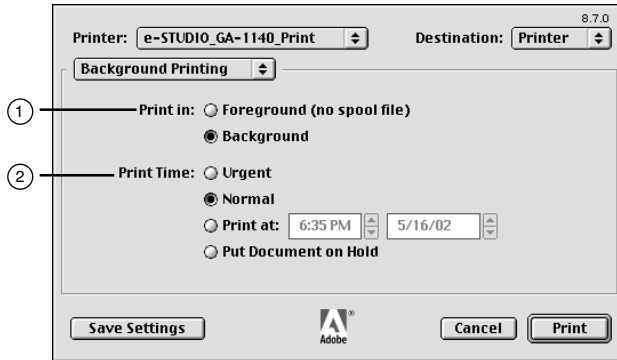
⑤ Paper Source

This selects the source for feeding paper. Please select a paper source that correlates with the printing size.

- **All pages from** - Select this to use the same paper source for all pages. Select the paper source at the pop-up menu on the right.
- **First page from** - Select this to use the different paper source for the first page from the remaining pages. Select the paper source for the first page at the pop-up menu on the right.
- **Remaining from** - Select the paper source for the remaining pages at the pop-up menu on the right when you select the First page from option.

Background Printing

In the Background Printing menu, you can set how the print job is spooled.



① Print in

This sets how the print job is spooled.

- **Foreground (no spool file)** - Select this to disable any operation on the computer until printing is completed.
- **Background** - Select this to enable any operation on the computer during printing.

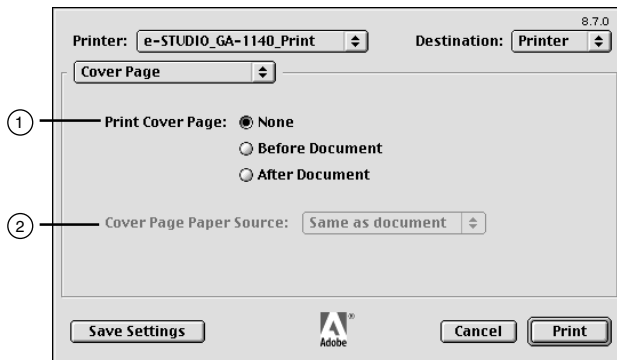
② Print Time

This sets the schedule for printing.

- **Urgent** - Select this to print a job immediately.
- **Normal** - Select this to print a job normally.
- **Print at** - Select this to specify the time that the print job is sent to the printer. Specify the time and date when this is selected.
- **Put Document on Hold** - Select this to hold the print job in the desktop print queue. To send the print job held in the desktop print queue, double-click the GA-1140 printer icon on the desktop and activate the print job.

Cover Page

In the Cover Page menu, you can set the cover page insertion.



① Print Cover Page

This sets how the cover page is inserted.

- **None** - Select this not to insert the cover page
- **Before Document** - Select this to insert the front cover page. When this is selected, select the paper source at the Cover Page Paper Source option.
- **After Document** - Select this to insert the back cover page. When this is selected, select the paper source at the Cover Page Paper Source option.

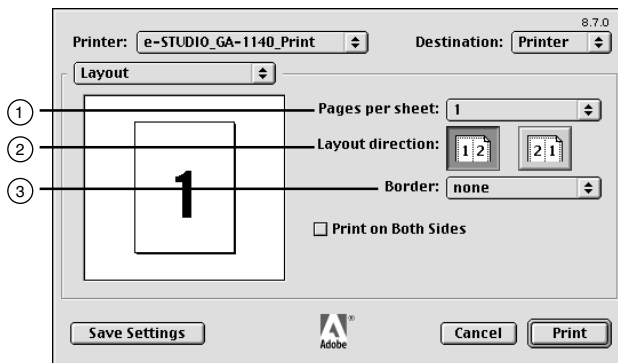
② Cover Page Paper Source

Select the paper source for the cover sheet when you set to insert the cover sheet.

- **Same as document** - Select this to insert the cover sheet fed from the paper source same as other pages.
- **Auto Select** - Automatically selects the paper set in the printer for the cover sheet.
- **Upper Drawer** - The cover paper is fed from the Upper Recording Paper Tray.
- **Lower Drawer** - The cover paper is fed from the Lower Recording Paper Tray.
- **Tandem LCF** - The cover paper is fed from the Tandem Large Capacity Feeder.
- **External LCF** - The cover paper is fed from the External Large Capacity Feeder, which is an option. This cannot be selected when the External LCF is not installed.
- **Bypass (Short Edge)** - The cover paper is fed from the Bypass Tray and fed from the short edge of paper.
- **Bypass (Long Edge)** - The cover paper is fed from the Bypass Tray and fed from the long edge of paper.

Layout

In the Layout menu, you can set the layout printing.



① Pages per sheet

This sets how many sheets are used to print a page, or how many pages are printed in one sheet.

- **6x6 sheets/pg** - Select this to print one page is divided into 36 images and printed on the 36 sheets.
- **5x5 sheets/pg** - Select this to print one page is divided into 25 images and printed on the 25 sheets.
- **4x4 sheets/pg** - Select this to print one page is divided into 16 images and printed on the 16 sheets.
- **3x3 sheets/pg** - Select this to print one page is divided into 9 images and printed on the 9 sheets.
- **2x2 sheets/pg** - Select this to print one page is divided into 4 images and printed on the 4 sheets.
- **1** - Select this not to perform the layout printing.
- **2 pgs/sheet** - Select this to 2 pages are printed on one sheet.
- **4 pgs/sheet** - Select this to 4 pages are printed on one sheet.
- **6 pgs/sheet** - Select this to 6 pages are printed on one sheet.
- **9 pgs/sheet** - Select this to 9 pages are printed on one sheet.
- **16 pgs/sheet** - Select this to 16 pages are printed on one sheet.

② Layout direction

Select the direction for laying out the pages.

③ Border

Select whether the border line is drawn for each page. This is not available when the divided layout printing (printing a page on multiple sheets) is set.

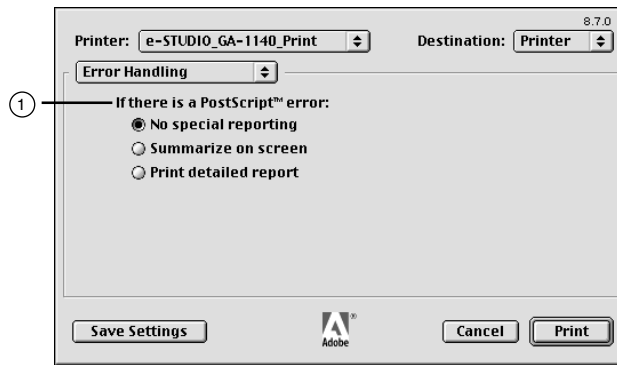
- **None** - Select this to draw no border line.
- **Single hairline** - Select this to draw single hairline for the border.
- **Single thin line** - Select this to draw single thin line for the border.
- **Double hairline** - Select this to draw double hairline for the border.
- **Double thin line** - Select this to draw double thin line for the border.

NOTE:

Please do not check the Print on Both Sides option. This print option cannot work properly. When you want to print on both sides of paper, please use the Duplex option on the Printer Specific Options menu.

Error Handling

In the Error Handling menu, you can set how to notify when an errors occur.



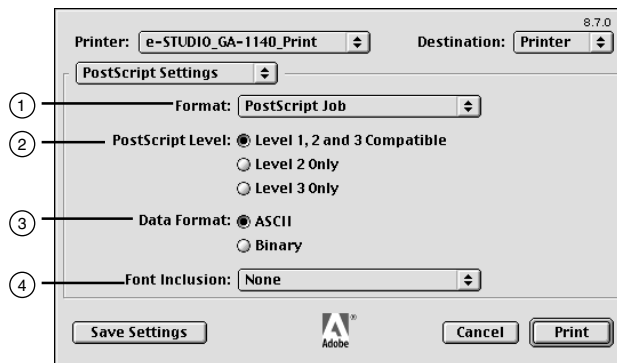
① If there is a PostScript™ error

Select how the printer driver notifies when errors occur.

- **No special reporting** - Select this not to notify errors.
- **Summarize on screen** - Select this to notify the summaries of errors on the screen.
- **Print detailed report** - Select this to print the details of errors.

PostScript Settings

In the PostScript Settings menu, you can set the printing format.



① Format

Select the format for the print job.

- **PostScript Job** - Select this to send the print job in the PostScript format.
- **EPS Mac Standard Preview** - Select this to save as a file in the EPS format with the 72-bit preview image.
- **EPS Mac Enhanced Preview** - Select this to save as a file in the EPS format with the QuickDraw PICT preview image.
- **EPS No Preview** - Select this to save the print job as a file in the EPS format with no preview.

NOTE:

When you select “EPS Mac Standard Preview”, “EPS Mac Enhanced Preview” and “EPS No Preview”, please change the Destination to “File” to save as a file, because the GA-1140 cannot print the print jobs in those format. Also, when you select the EPS format, only the first page of the print job is saved as an EPS image.

② PostScript Level

Select the PostScript level for the print job.

- **Level 1, 2 and 3 Compatible** - Select this to send the print job that is compatible to Level 1 PostScript printer.
- **Level 2 Only** - Select this to send the print job that is compatible to Level 2 PostScript printer.
- **Level 3 Only** - Select this to send the print job that is compatible to Level 3 PostScript printer.

NOTE:

The GA-1140 with the PS3 Upgrade or PS3 Scan & HDD Upgrade can be used as a PostScript Level 3 printer.

③ Data Format

Select the data format for the print job.

- **ASCII** - Select this to send the print job as an ASCII or text file.
- **Binary** - Select this to send the print job as a binary file. You can reduce the data size compared with ASCII.

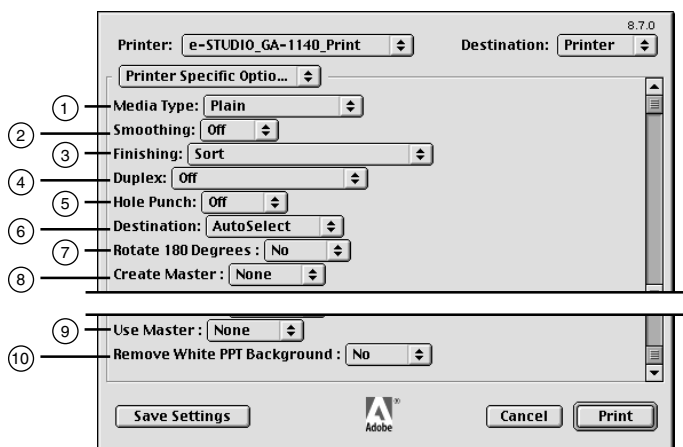
④ Font Inclusion

This sets how the fonts are included in the print job.

- **None** - Select this to send the print job without including the fonts.
- **All** - Select this to send the print job with including the all fonts.
- **All But Standard 13** - Select this to send the print job with including the all fonts except 13 standard fonts that are generally installed to most PostScript printer.
- **All But Fonts in PPD file** - Select this to send the print job with including the all fonts except fonts that are listed in the PPD file.

Printer Specific Options

In the Printer Specific Options menu, you can set the GA-1140 printer features.



① Media Type

This sets the media type of the paper.

- **Plain** - Select this when printing on general plain paper.
- **Thick 1** - Select this when printing on 24/28/32 lbs thick paper, 60 lbs cover sheet, or 90 lbs index sheet (up to 163 g/m² thick paper).
- **Thick 2** - Select this when printing on 65 lbs cover sheet or 110 lbs index sheet (up to 209 g/m² thick paper).
- **Transparency** - Select this when printing on transparent sheet.
- **Tab Paper** - Select this when printing on Tab sheet.

NOTE:

- When you select any other than “Normal” in this option, please select “Bypass (Short Edge)” or “Bypass (Long Edge)” for Paper Source option in the General menu.
- When you select “Tab Paper”, please set the Tab settings in the Tab Printing menu.

② Smoothing

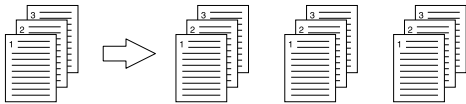
Select whether or not to print the texts and graphics smoothly.

- **Off** - Select this not to use the Smoothing function.
- **On** - Select this to use the Smoothing function.

③ Finishing

This sets how to sort the printed sheet when numerous copies are made for printing. Also you can enable the output to be stapled, or made a hole on the paper.

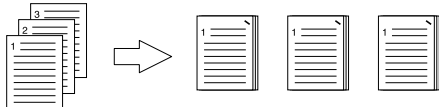
- **Sort** - Select this for sort-printing (1, 2, 3... 1, 2, 3...)



- **Sort + Staple Upper Left** - Select this to staple in the upper left and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



- **Sort + Staple Upper Right** - Select this to staple in the upper right and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



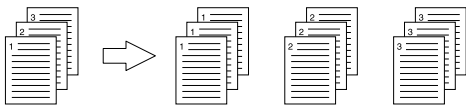
- **Sort + Staple Left (Double)** - Select this to staple double in the left and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



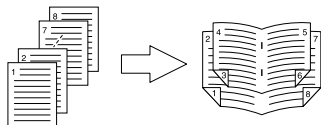
- **Sort + Staple Top (Double)** - Select this to staple double in the upper side and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



- **Group** - Select this for group-printing (1, 1, 1... 2, 2, 2... 3, 3, 3...)



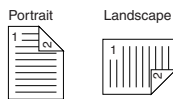
- **Saddle Stitch** - Select this to staple on the center. This is useful when you print and create the booklet. The Saddle Stitch Finisher is required to enable this option. In order to create a booklet, you must specify other print options properly. To print a booklet, please refer to “Appendix for Booklet Printing” ► P144.



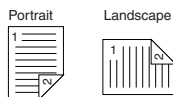
④ Duplex

Enables duplex printing (printing on both sides of paper) and the type of binding for the duplex-printed pages.

- **Off** - Select this not to perform the duplex printing.
- **Long Edge Binding** - Select this to bind along the long edge side of paper. The direction to be printed on the back side of the paper differs depending on the orientation.



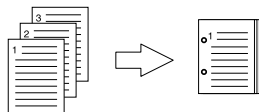
- **Short Edge Binding** - Select this to bind along the short edge side of paper. The direction to be printed on the back side of the paper differs depending on the orientation.



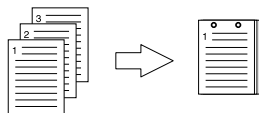
⑤ Hole Punch

This sets to print using the hole punch. This can create holes on the paper for binding using two hole binder.

- **Off** - Select this not to use the hole punch.
- **Left** - Select this to create holes on the left side and print. This can not be used in combination with “Sort + Staple Left (Double)”, “Sort + Staple Top (Double)”, and “Saddle Stitch” at the Finishing option. The Hole Punch unit is required to enable this option.



- **Top** - Select this to create holes on the upper side and print. This can not be used in combination with “Sort + Staple Left (Double)”, “Sort + Staple Top (Double)”, and “Saddle Stitch” at the Finishing option. The Hole Punch unit is required to enable this option.



⑥ Destination

This selects the destination tray to be outputted.

- **Auto Select** - Select this to route the output to the tray which is configured for default destination tray on the GA-1140.
- **Tray 1** - Select this to route the output to the upper tray of the Finisher. This is available only when the Finisher is installed and selected on the Option tab.
- **Tray 2** - Select this to route the output to the lower tray of the Finisher. This is available only when the Finisher is installed and selected on the Option tab.

⑦ **Rotate 180 Degrees**

This allows you to perform the rotation printing of an image. This option is available only when the orientation is set to landscape.

- **No** - Select this not to perform the rotation printing.
- **Yes** - Select this to perform the rotation printing.

⑧ **Create Master**

Select whether creating the master file for FreeForm. When you want to create a master file, select the master number for the created master file.

- **None** - Select this not to create a master file for FreeForm.
- **1 to 15** - Select the master number from 1 to 15 for the master file you will create.

⑨ **Use Master**

Select whether printing a variable data using the master file for FreeForm. When you print a variable data, select the master number to be used for printing the variable data.

- **None** - Select this not to use a master file for printing.
- **1 to 15** - Select the master number to be used for printing the variable data.

⑩ **Remove White PPT Background**

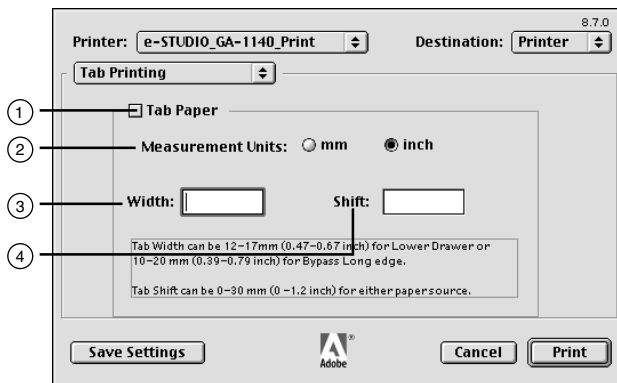
Select whether removing the white Microsoft PowerPoint background when creating a master file for FreeForm. This is effective only when the master number is selected at the Create Master drop down box.

- **No** - Select this not to remove the white Microsoft PowerPoint background.
- **Yes** - Select this to remove the white Microsoft PowerPoint background.

HDD : The FreeForm is the optional function to print variable data documents. In order to use the FreeForm option, the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required. For further information about FreeForm option, please refer to the *Fiery Utilities Guide*.

Tab Printing

In the Tab Printing menu, you can perform the Tab printing.



① **Tab Paper**

Check this when you want to print on the Tab sheet. When this is checked, enter each tab settings value in the Width and Shift field.

NOTE:

Tab printing can be perform only when the tab paper is fed from the Bypass tray or Lower Drawer. If the selected Paper Source is not set to “Lower Drawer” or “Bypass (Long Edge)”, the warning message is displayed.

② Measurement Units

You can alter the unit from inch and mm used to set the Width and Shift option for the Tab printing.

③ Width

Enter the width of the tab when you check the Tab Paper box.

The tab width range can be set varies depending on which you select for the paper source:

- Lower Drawer: from 0.39 to 0.79 inches in units of 0.01 inch (10.0 to 20.0 mm in units of 0.1 mm)
- Bypass (Long Edge): from 0.47 to 0.67 inches in units of 0.01 inch (12.0 to 17.0 mm in units of 0.1 mm)

④ Shift

Enter the width that a image will be shifted from the tab side. The shift width can be set from 0 to 1.2 inches in units of 0.01 inch (0 to 30.0 mm in units of 0.1 mm).

Private

In the Private menu, you can perform the Private printing and Stored printing.

On	Description	User Entry
<input type="checkbox"/>	Private Job Password	
<input type="checkbox"/>	Stored Job Stored Name	
<input type="checkbox"/>	User Name	
<input type="checkbox"/>	Department Code	

① Private Job Password

Check on this to print a current job as a private job. When this is checked, enter the password in the User Entry field.

The print job sent as a private job is saved in the memory on the GA-1140, and the print job is not printed until you operate printing from the Touch Panel Display of the copier. This option is useful when you want to print a confidential document because it can be secured using the password. The user have to enter the password to print the private job when operate printing from the Touch Panel Display of the copier. See the section “Printing a Private Job” for how to print a Private Job.

► P148 “Printing a Private Job”

② Stored Job

Check on this to print a current job as a stored job. When this is checked, enter the stored job name, and user name (and department code if required) in the User Entry field.

The print job sent as a stored job is saved in the memory on the GA-1140, and the print job is not printed until you operate printing from the Touch Panel Display of the copier. This option is useful when you do not want to print a job immediately, and when you want to print a proof copy for confirmation before printing several copies. Also this is useful for printing the files are that frequently printed since the Stored Job is remained in the memory until you delete the job from the Touch Panel Display. See the section “Printing a Stored Job” for how to print a stored job.

► P164 “Printing a Stored Job”

③ User Name

Enter the user name. This name is displayed as the user name of the print jobs on the TopAccesss Print Jobs pages and the Touch Panel Display. This must be set when you printing a private job or stored job.

④ Department Code

Enter the department code if required. The department code is used when the Department Code setting is enabled on the copier to manage the counter with the department code. For the department code, please ask your department code administrator.

Appendix for Booklet Printing

When you want to print a booklet from the Mac OS computer, please follow the instruction here.

NOTE:

The following information does not always guarantee for that all applications can perform the booklet printing from a Macintosh computer.

Printing a Portrait Booklet

When you want to print a booklet from a portrait document, follow the procedure below.

1 Click on the [File] menu from an application, and select [Page Setup].

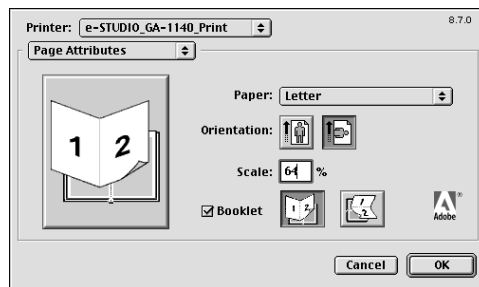
2 Select the “Landscape” icon at “Orientation”.

3 Check the “Booklet” checkbox and select the “Book” icon (left-side icon) for binding direction.

4 Enter the scale to appropriate value depending on the output paper size, and click on [OK].

• For Example;

Source paper size	: LT (LT-R for Saddle Stitch)
Output paper size	: LT
Scale	: 64(%)



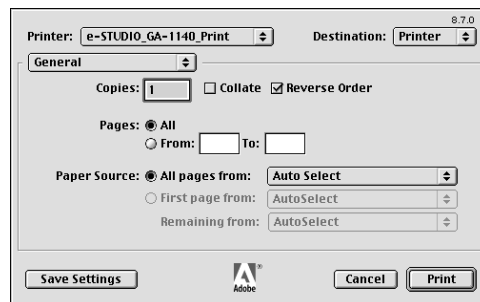
SUPPLEMENT:

If you are printing from Microsoft Word, you should set the Microsoft Word options as well before clicking on [OK] to accept settings on the Page Setup dialog.

► P146 “When Printing from Microsoft Word”

5 Click on the [File] menu from an application, and select [Print].

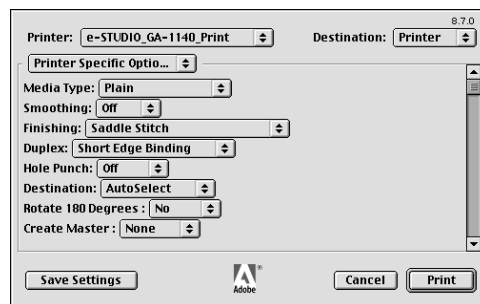
6 Check the “Reverse Order” checkbox.



7 Select “Printer Specific Options” at the drop down box.

8 Select “Short Edge Binding” at the “Duplex” drop down box and click on [Print].

- Printing a booklet with saddle stitch, you also need to select the “Saddle Stitch” at the Finishing drop down box.



Printing a Landscape Booklet

When you want to print a booklet from a landscape document, follow the procedure below.

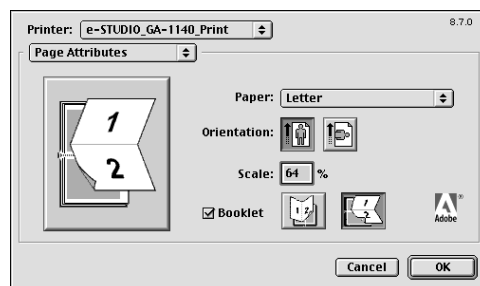
1 Click on the [File] menu from an application, and select [Page Setup].

2 Select the “Portrait” icon at “Orientation”.

3 Check the “Booklet” checkbox and select the “Tablet” icon (right-side icon) for binding direction.

4 Enter the scale to appropriate value depending on the output paper size, and click on [OK].

- For Example;
 - Source paper size : LT (LT-R for Saddle Stitch)
 - Output paper size : LT
 - Scale : 64(%)



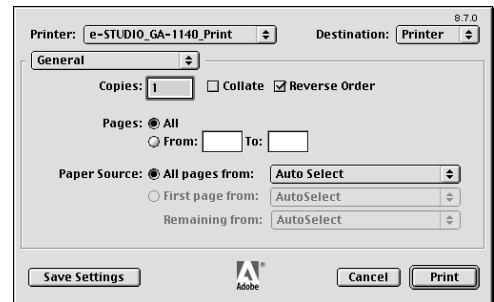
SUPPLEMENT:

If you are printing from Microsoft Word, you should set the Microsoft Word options as well before clicking on [OK] to accept settings on the Page Setup dialog.

► P146 “When Printing from Microsoft Word”

5 Click on the [File] menu from an application, and select [Print].

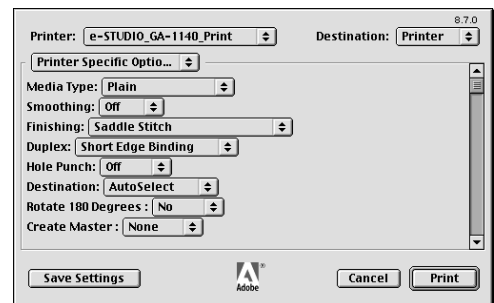
6 Check the “Reverse Order” checkbox.



7 Select “Printer Specific Options” at the drop down box.

8 Select “Short Edge Binding” at the “Duplex” drop down box and click on [Print].

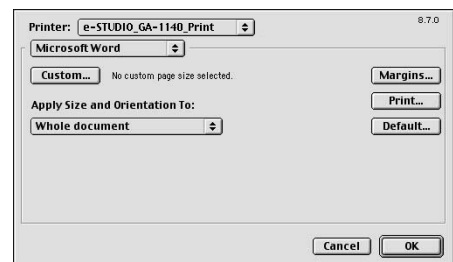
- Printing a booklet with saddle stitch, you also need to select the “Saddle Stitch” at the Finishing drop down box.



When Printing from Microsoft Word:

If you are printing from Microsoft Word, follow the next 3 steps before clicking on [OK] to accept settings on the Page Setup dialog.

1. Under Page Setup, change the drop down box from “Page Attributes” to “Microsoft Word”.
2. Select “whole document” at the “Apply Size and Orientation To” drop down box.
3. Click on [OK].



Advanced Features

Printing a Private Job

The Private Job feature enables you to save jobs in the copier's memory and edit and print them from the Touch Panel Display at any time.

The Private Job is useful when you want to print a confidential document because it can be secured using the password.

Printing a Private Job from Computers

To print the Private Job, you should send the print job as the Private Job to the GA-1140 first. The Private Job can be printed from both the Windows computers and Mac OS computers.

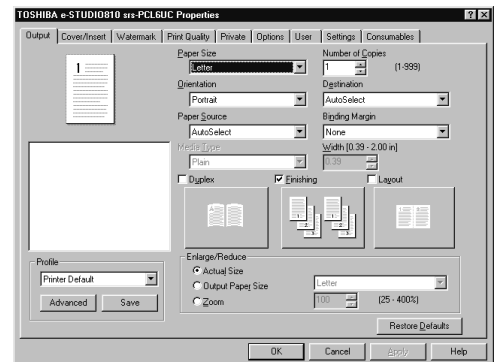
Creating a Private Job from Windows Computers

- 1 Open a file and select [Print] from the [File] menu of the application.**
 - The Print dialog box appears.
- 2 Select the GA-1140 printer driver to be used and Click on [Properties].**
 - The printer properties dialog box appears.

SUPPLEMENT:

The procedures for displaying the properties dialog for the printer driver may be different depending on the application that you are using. See your application's manual about displaying the printer properties dialog box.

- 3 Specify the print options that are required for the print job at each tab, then click on Private tab.**

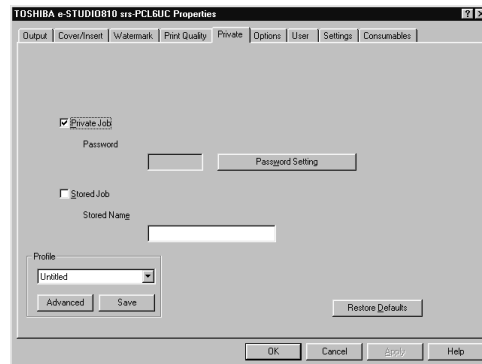


4 Check “Private Job” and click on [Password Setting].

- The Password setting for Private Job dialog box appears.

NOTE:

The Private Job option is disabled unless the user name has been set on the User tab. If the option is grayed out, click on User tab and enter the user name and try again.



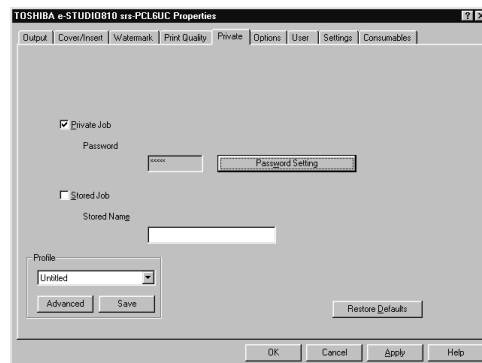
5 Enter the 5 digit password using the Digital keys in the “Password” and “Verify” field and click on [Set].

- Only the numeric characters can be used for the password.
- The password must be exactly 5 digits.



6 Click on [OK] to save settings.

- The screen returns to the Print dialog box.



7 Click on [Print].

- The print job is sent to the GA-1140 as a Private Job.

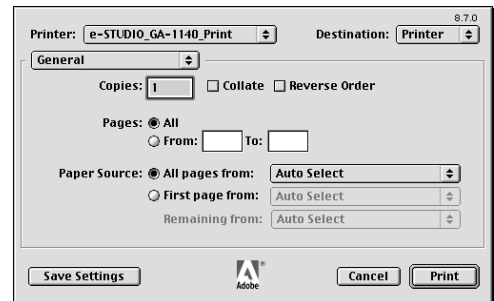
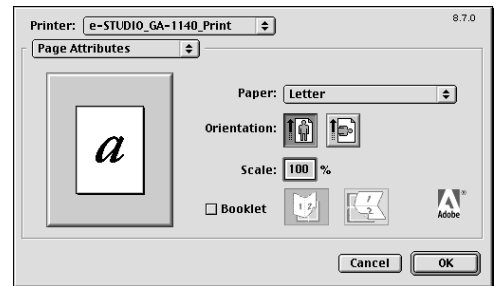
Creating a Private Job from Mac OS Computers

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required for printing from a Mac OS computer.

SUPPLEMENT:

Before you can print to the GA-1140 from applications, you must select the GA-1140 in the Chooser. ► P128 “Selecting the GA-1140 in the Chooser”

- 1** Open a file and select [Page Setup] from the [File] menu of the application.
- 2** In the dialog box that appears, make sure the GA-1140 printer is selected at the Printer menu and specify the Page Setup settings for your print job.
- 3** Click on [OK] to save the Page Setup settings.
- 4** Select [Print] from the [File] menu of the application.
- 5** In the dialog box that appears, make sure the GA-1140 printer is selected at the Printer menu and specify the Print settings for your print job. Then select the Private menu from the pop-up menu.



6 Check the box for the Private Job and enter the 5 digit password and user name in the User Entry field.

- Only the numeric characters can be used for the password.
- The password must be exactly 5 digits.
- Enter the Department Code if required.

7 Click on [Print].

- The print job is sent to the GA-1140 as a Private Job.

The screenshot shows the 'Private' configuration dialog box in Adobe e-STUDIO 8.7.0. At the top, it displays 'Printer: e-STUDIO_GA-1140_Print' and 'Destination: Printer'. Below this, there is a section for 'Private' settings. A table with three columns: 'On', 'Description', and 'User Entry'. The 'On' column has a checked box for 'Private Job Password' and an unchecked box for 'Stored Job Stored Name'. The 'Description' column lists 'Private Job Password', 'User Name', and 'Department Code'. The 'User Entry' column shows a password field with five asterisks, a text field containing 'USER01', and a dropdown menu. Below the table, a note states 'Password must be numeric and exactly 5 digits.' At the bottom, there are buttons for 'Save Settings', 'Cancel', and 'Print', along with the Adobe logo.

On	Description	User Entry
<input checked="" type="checkbox"/>	Private Job Password	*****
<input type="checkbox"/>	Stored Job Stored Name	
	User Name	USER01
	Department Code	

8.7.0
Printer: e-STUDIO_GA-1140_Print Destination: Printer
Private
Password must be numeric and exactly 5 digits.
Save Settings Cancel Print

Printing a Private Job from Touch Panel Display

Once you send the Private Job from the application, you can print the Private Job from the Touch Panel Display on the copier's Control Panel. You can also print a proof of the Private Job, modify the print settings, and delete the Private Job from the list.

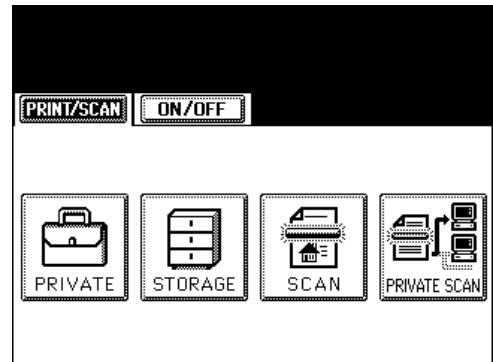
- ▶ P152 "Printing a Private Job"
- ▶ P153 "Printing a Proof of the Private Job"
- ▶ P155 "Modifying the Print Settings of the Private Job"
- ▶ P162 "Deleting the Private Job"

Printing a Private Job

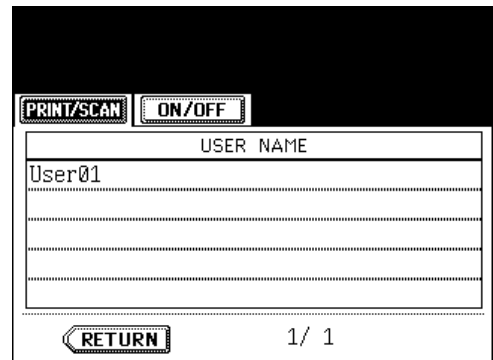
1 Press the [PRINTER/NETWORK] key on the Control Panel of the copier.

- The PRINT menu or PRINT/SCAN menu is displayed on the Touch Panel Display.

2 Press [PRIVATE].



3 Press your user name from the list.

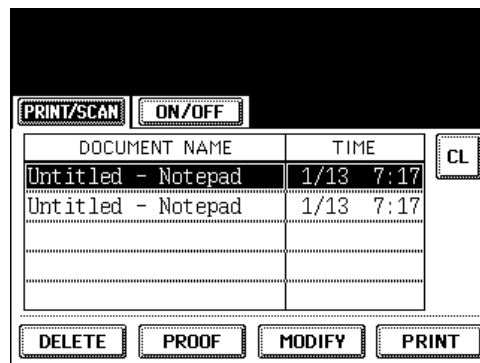


4 Input the password using the Digital keys on the Control Panel, and press [SET].



5 Select the Private Job that you want to print, and press [PRINT].

- The Private Job is printed and removed from the Private Job list.

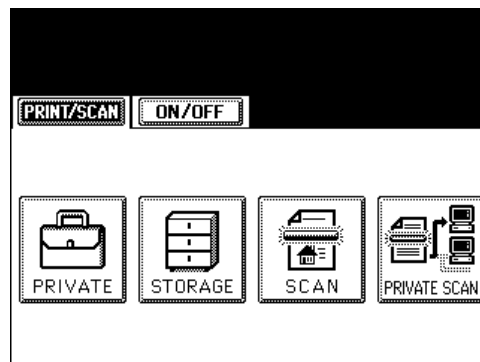


Printing a Proof of the Private Job

1 Press the [PRINTER/NETWORK] key on the Control Panel of the copier.

- The PRINT menu or PRINT/SCAN menu is displayed on the Touch Panel Display.

2 Press [PRIVATE].



3 Press your user name from the list.

USER NAME
User01

RETURN 1/ 1

4 Input the password using the Digital keys on the Control Panel, and press [SET].

Password ▶Please Enter Your Password
User01

PASSWORD : ***** CLEAR

CANCEL SET

5 Select the Private Job that you want to print a proof, and press [PROOF].

- One copy of the Private Job is printed and the Private Job is remained in the list.

DOCUMENT NAME	TIME	CL
Untitled - Notepad	1/13 7:17	
Untitled - Notepad	1/13 7:17	

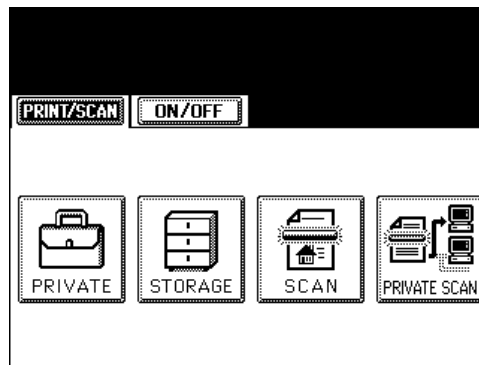
DELETE PROOF MODIFY PRINT

Modifying the Print Settings of the Private Job

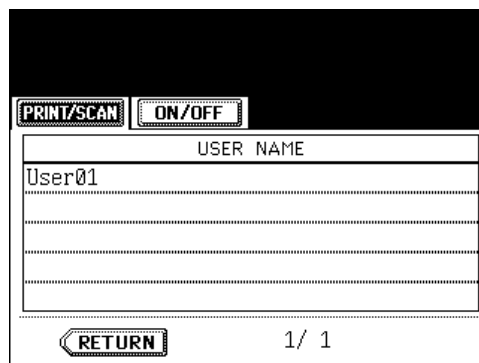
1 Press the [PRINTER/NETWORK] key on the Control Panel of the copier.

- The PRINT menu or PRINT/SCAN menu is displayed on the Touch Panel Display.

2 Press [PRIVATE].



3 Press your user name from the list.

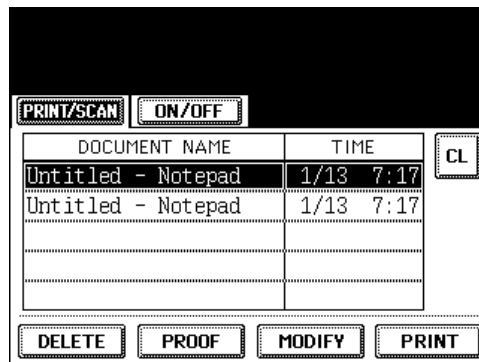


4 Input the password using the Digital keys on the Control Panel, and press [SET].



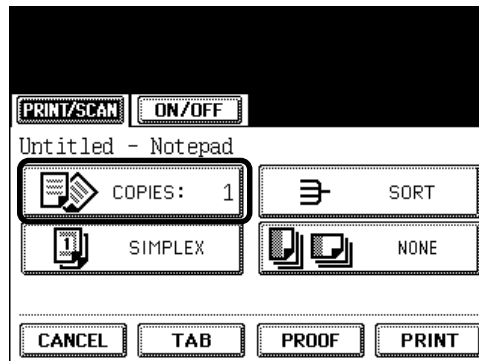
5 Select the Private Job that you want to modify, and press [MODIFY].

- The printer settings menu for selected Private Job is displayed.



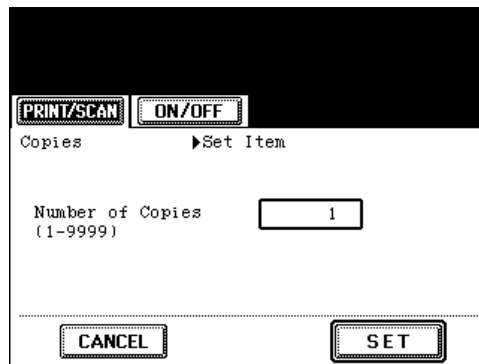
6 Press the upper left button to modify the number of copies.

- If you do not have to modify the number of copies, go to Step 8.



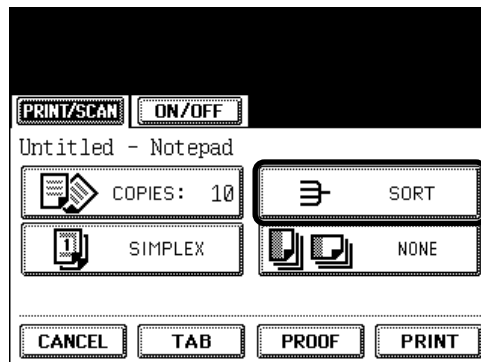
7 Highlight the field and enter the number of copies using the Digital keys on the Control Panel. Then press [SET].

- Change the settings and the screen returns to the print settings menu.



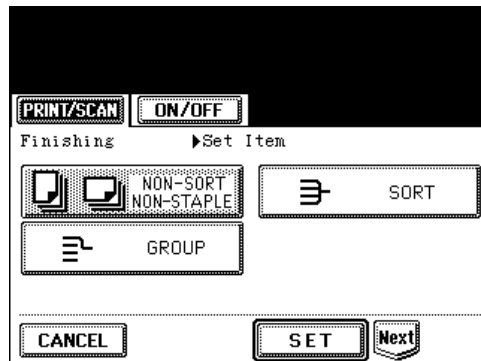
8 Press the upper right button to modify the Finishing option.

- If you do not have to modify the Finishing option, go to Step 11.



9 Select the desired Finishing option button and press [SET], or press [Next] to display more finishing options.

- When you press [SET], save the settings and the screen returns to the printer settings menu for selected Private Job. Go to Step 11.
- When you press [Next], the other finishing options button will be displayed. Go to Step 10.



SUPPLEMENT:

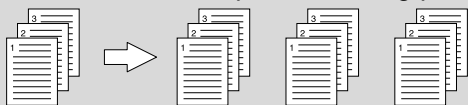
The [Next] button is disabled when the Finisher or Saddle Stitch Finisher is not installed on the copier.

NON-SORT NON-STAPLE

Select this button to print using no finishing features.

SORT

Select this button to print for sorting-printing when printing multiple copies.



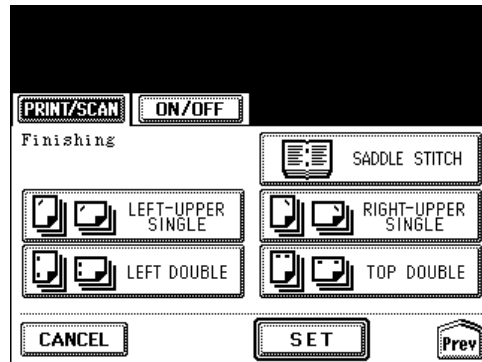
GROUP

Select this button to print for group-printing when printing multiple copies.



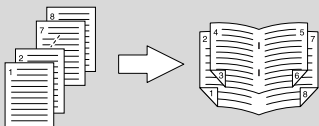
10 Select the desired Finishing option button and press [SET].

- Save the settings and the screen returns to the print settings menu.



SADDLE STITCH

Select this for booklet making with stapling on the center. The printer automatically performs sorting of the pages and print two pages of reduced image on one page on the both side of paper. The Saddle Stitch Finisher is required to enable this option.



NOTE: The Saddle Stitch option should be used only if the original job was sent as Magazine Sort and you want to print this file to the Saddle Stitch bin.

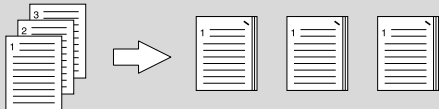
LEFT-UPPER SINGLE

Select this to staple in the upper left and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



RIGHT-UPPER SINGLE

Select this to staple in the upper right and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



LEFT DOUBLE

Select this to staple double in the left and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



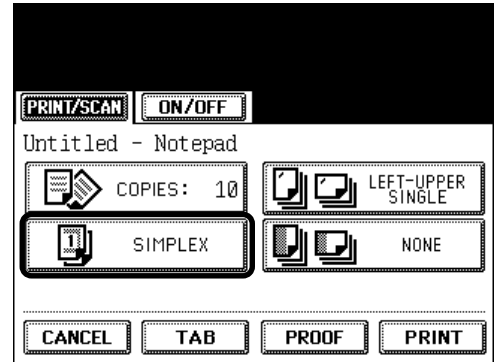
TOP DOUBLE

Select this to staple double in the upper side and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



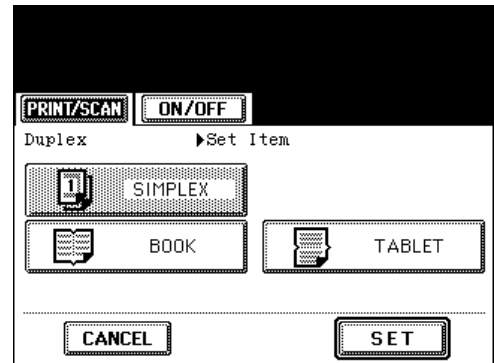
11 Press the lower left button to modify the Duplex printing option.

- If you do not have to modify the Duplex printing option, go to Step 13.



12 Select the desired Duplex printing option button and press [SET].

- Save the settings and the screen returns to the print settings menu.



SIMPLEX

Select this not to perform the Duplex printing.

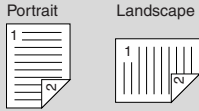
BOOK

Select this to print both side of paper in vertically the same direction to be bound along the vertical side of paper that the pages can be turned over right and left.



TABLET

Select this to print both side of paper a vertical reverse one to be bound along the horizontal side of paper that the pages can be turned over up and down.

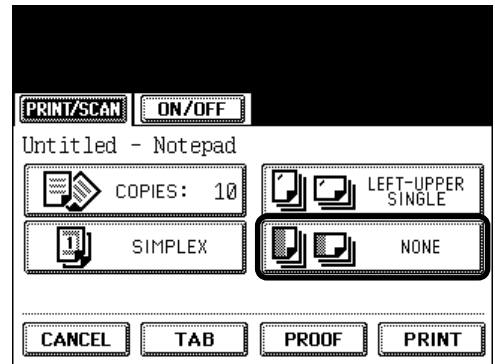


13 Press the lower right button to modify the Hole Punch option.

- If you do not have to modify the Hole Punch option, go to Step 15.

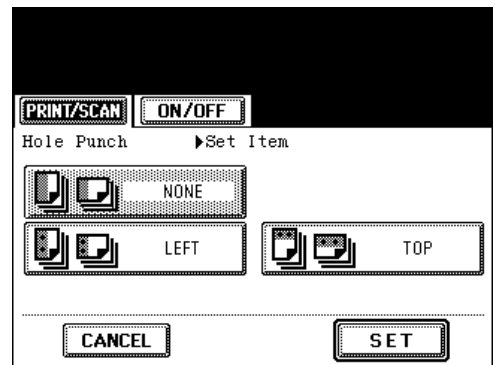
SUPPLEMENT:

The Hole Punch option button is displayed only when the Punch unit is installed on the copier.



14 Select the desired Hole Punch option button and press [SET].

- Save the settings and the screen returns to the print settings menu.

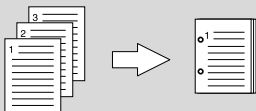


NONE

Select this not to use the Hole Punch option.

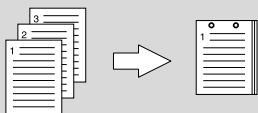
LEFT

Select this to create holes on the left side and print. This can not be used in combination with “Magazine Sort”, “Sort + Staple Left (Double)”, “Sort + Staple Top (Double)”, and “Magazine Sort + Saddle Stitch”. The Hole Punch unit is required to enable this option.



TOP

select this to create holes on the upper side and print. This can not be used in combination with “Magazine Sort”, “Sort + Staple Left (Double)”, “Sort + Staple Top (Double)”, and “Magazine Sort + Saddle Stitch”. The Hole Punch unit is required to enable this option.

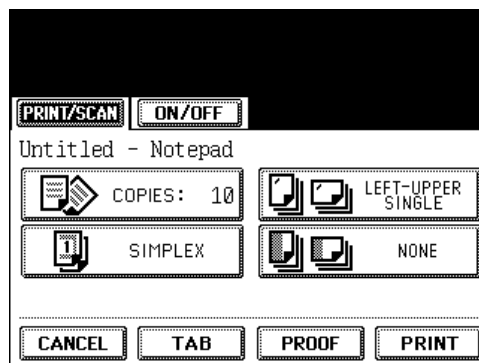


15 Press [TAB] to modify the Tab Print option.

- If you do not have to modify the Tab Print option, go to Step 17.

SUPPLEMENT:

The [TAB] button is displayed only when the Tab Print option has been set to the print job.



16 Select either [CASSETTE] or [BYPASS FEED] which the Tab sheets are fed from.

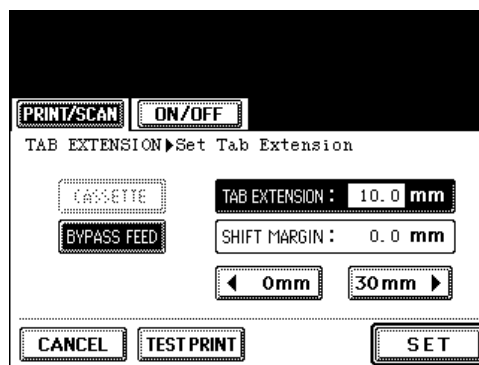
To change the tab margin and shift margin, highlight the option and input the width using the Digital keys.

Press [SET] when the you are finished modifying the Tab Print option.

- Save the settings and the screen returns to the print settings menu.

SUPPLEMENT:

You can print a proof for the current Tab Print settings before saving the modified settings. In order to print a proof for the Tab Print, press [TEST PRINT].

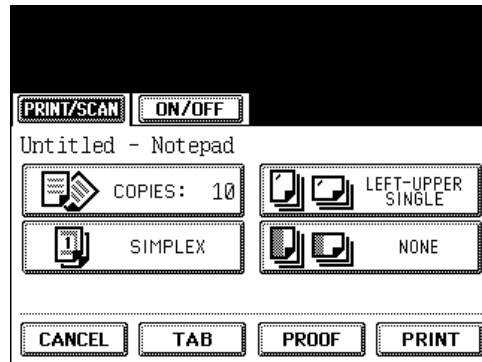


17 Press [Proof] if you want to print a proof of the print job modified.

- If you do not have to print a proof, proceed to the following step.

Press [Print] when you are finished modifying your print job.

- The Private Job is printed and removed from the Private Job list.

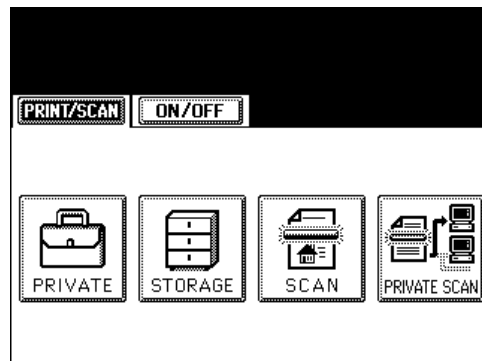


Deleting the Private Job

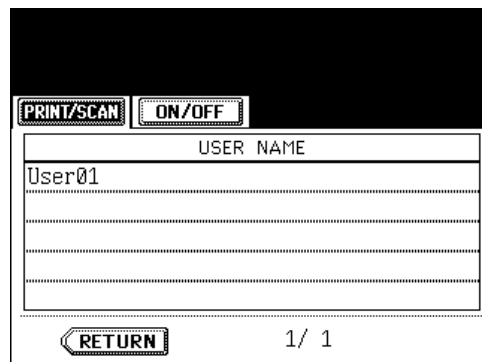
1 Press the [PRINTER/NETWORK] key on the Control Panel of the copier.

- The PRINT menu or PRINT/SCAN menu is displayed on the Touch Panel Display.

2 Press [PRIVATE].



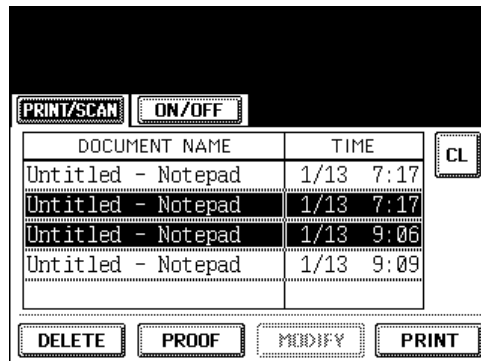
3 Press your user name from the list.



4 Input the password using the Digital keys on the Control Panel, and press [SET].



5 Select the Private Job that you want to delete, and press [DELETE].



6 Press [DELETE].

- The selected Private Job is deleted and removed from the Private Job list.



Printing a Stored Job

The Stored Job feature enables you to save jobs in the copier's memory and edit and print them from the Touch Panel Display at any time.

This option is useful when you do not want to print a job immediately. Also this is useful for printing the files are that frequently printed since the Stored Job is remained in the memory until you delete the job from the Touch Panel Display.

SUPPLEMENT:

You can also print or delete the Stored Jobs using TopAccess.

- ▶ P188 "Checking and Printing the Stored Job"
- ▶ P189 "Checking and Deleting the Stored Job"

Printing a Stored Job from Computers

To print the Stored Job, you should send the print job as the Stored Job to the GA-1140 first. The Stored Job can be printed from both the Windows computers and Mac OS computers.

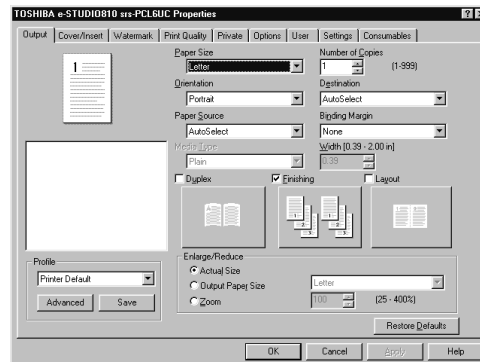
Creating a Stored Job from Windows Computers

- 1 Open a file and select [Print] from the [File] menu of the application.**
 - The Print dialog box appears.
- 2 Select the GA-1140 printer driver to be used and Click on [Properties].**
 - The printer properties dialog box appears.

SUPPLEMENT:

The procedures for displaying the properties dialog for the printer driver may be different depending on the application that you are using. See your application's manual about displaying the printer properties dialog box.

3 Specify the print options that are required for the print job at each tab, then click on Stored tab.

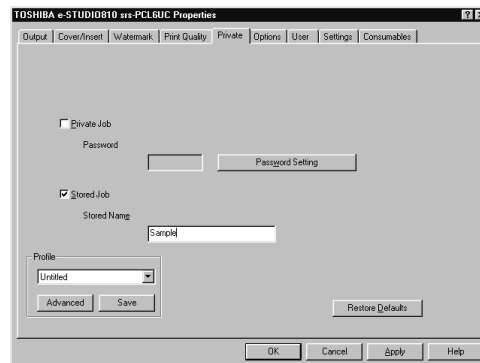


4 Check “Stored Job”, enter the job name in the “Stored Job” field, and click on [OK] to save settings.

- The screen returns to the Print dialog box.

NOTE:

The Stored Job option is disabled unless the user name has been set on the User tab. If the option is grayed out, click on User tab and enter the user name and try again.



5 Click on [Print].

- The print job is sent to the GA-1140 as a Stored Job.

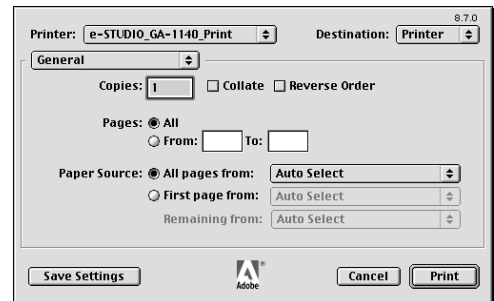
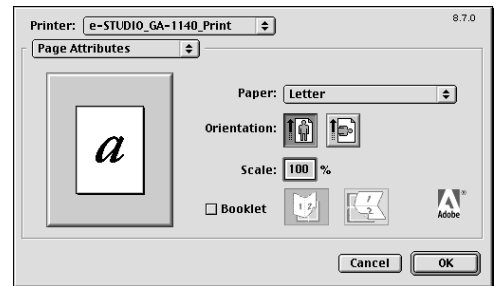
Creating a Stored Job from Mac OS Computers

PS : The PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is required for printing from a Mac OS computer.

SUPPLEMENT:

Before you can print to the GA-1140 from applications, you must select the GA-1140 in the Chooser. ► P128 “Selecting the GA-1140 in the Chooser”

- 1** Open a file and select [Page Setup] from the [File] menu of the application.
- 2** In the dialog box that appears, make sure the GA-1140 printer is selected at the Printer menu and specify the Page Setup settings for your print job.
- 3** Click on [OK] to save the Page Setup settings.
- 4** Select [Print] from the [File] menu of the application.
- 5** In the dialog box that appears, make sure the GA-1140 printer is selected at the Printer menu and specify the Print settings for your print job. Then select the Stored menu from the pop-up menu.



6 Check the box for the Stored Job and enter the stored name and user name in the User Entry field.

- Enter the Department Code if required.

7 Click on [Print].

- The print job is sent to the GA-1140 as a Stored Job.

Printer: e-STUDIO_GA-1140_Print Destination: Printer 8.7.0

Private

On	Description	User Entry
<input type="checkbox"/>	Private Job Password	
<input checked="" type="checkbox"/>	Stored Job Stored Name	JOBREPORT
	User Name	USER01
	Department Code	

Document Storage names are limited to 92 alphanumeric characters.

Save Settings Cancel Print

Printing a Stored Job from Touch Panel Display

Once you send the Stored Job from the application, you can print the Stored Job from the Touch Panel Display on the copier's Control Panel. You can also change the job name, modify the print settings, and delete the Stored Job from the list.

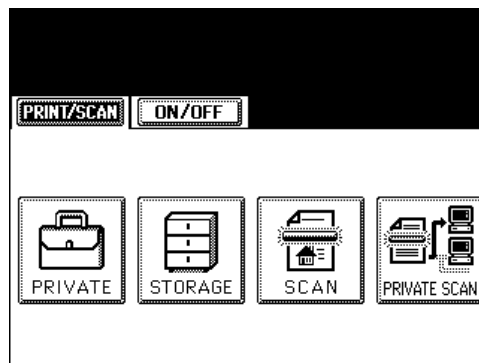
- ▶ P168 "Printing a Stored Job"
- ▶ P169 "Changing the Stored Name"
- ▶ P170 "Modifying the Print Settings of the Stored Job"
- ▶ P177 "Deleting the Stored Job"

Printing a Stored Job

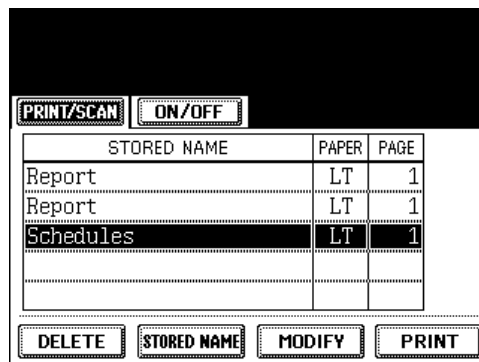
1 Press the [PRINTER/NETWORK] key on the Control Panel of the copier.

- The PRINT menu or PRINT/SCAN menu is displayed on the Touch Panel Display.

2 Press [STORAGE].



3 Select the Stored Job that you want to print, and press [PRINT].

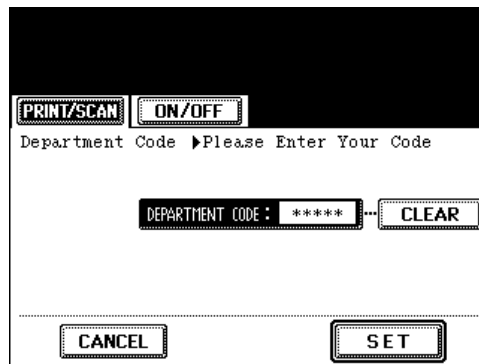


4 If the Department Code screen is displayed, input the department code for the Stored Job using the Digital keys, and press [SET].

- The Stored Job is printed.

SUPPLEMENT:

The Stored Job is remained until you delete the job.

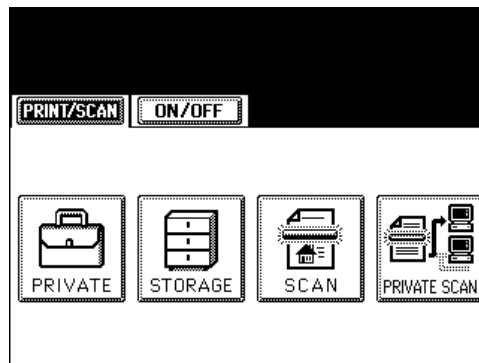


Changing the Stored Name

1 Press the [PRINTER/NETWORK] key on the Control Panel of the copier.

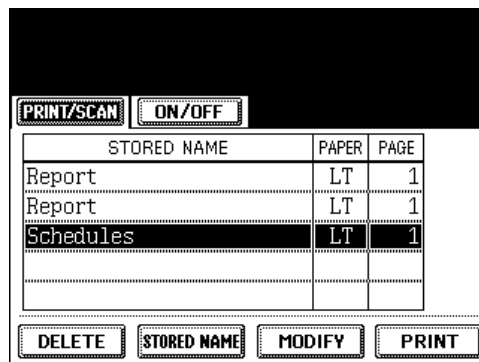
- The PRINT menu or PRINT/SCAN menu is displayed on the Touch Panel Display.

2 Press [STORAGE].



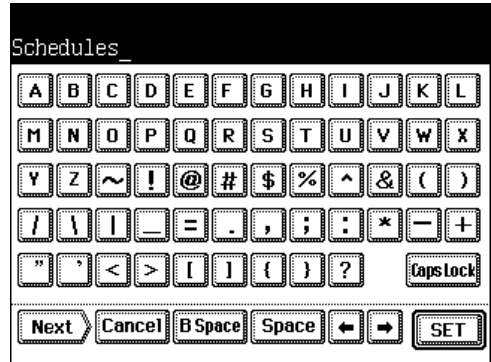
3 Select the Stored Job that you want to edit the name, and press [STORED NAME].

- The keypad screen is displayed.



4 Enter the Stored Name with the screen for entering letters and press [SET].

- The Stored Name is edited.

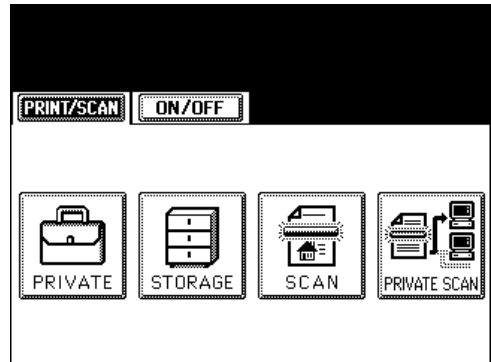


Modifying the Print Settings of the Stored Job

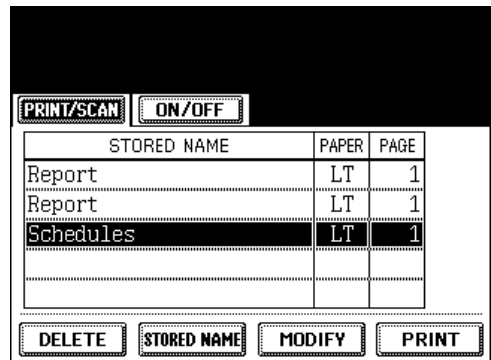
1 Press the [PRINTER/NETWORK] key on the Control Panel of the copier.

- The PRINT menu or PRINT/SCAN menu is displayed on the Touch Panel Display.

2 Press [STORAGE].

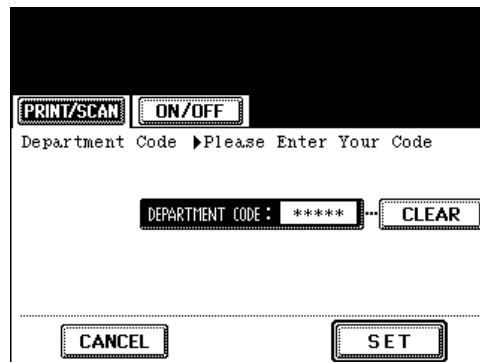


3 Select the Stored Job that you want to modify, and press [MODIFY].



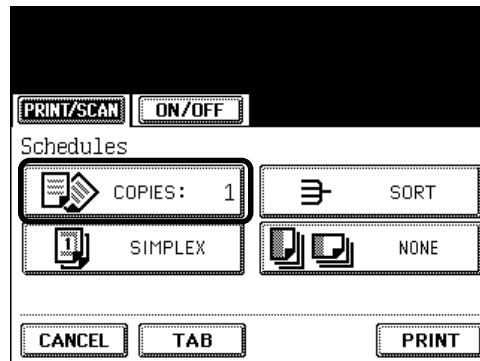
4 If the Department Code screen is displayed, input the department code for the Stored Job using the Digital keys, and press [SET].

- The printer settings menu for selected Stored Job is displayed.



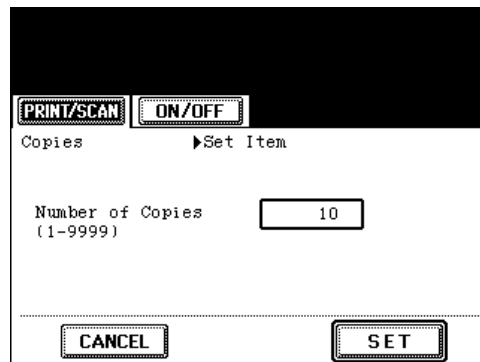
5 Press the upper left button to modify the number of copies.

- If you do not have to modify the number of copies, go to Step 7.



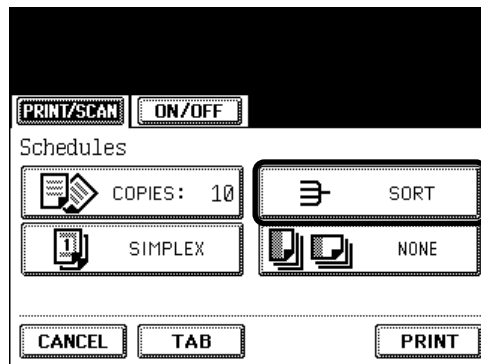
6 Highlight the field and enter the number of copies using the Digital keys on the Control Panel. Then press [SET].

- Change the settings and the screen returns to the print settings menu.



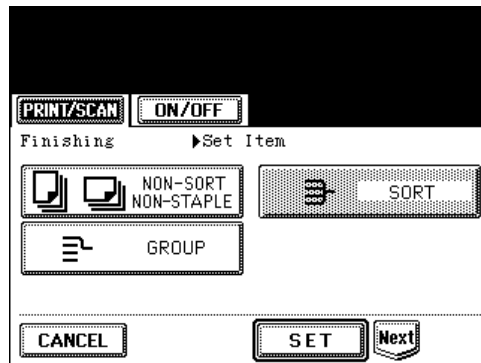
7 Press the upper right button to modify the Finishing option.

- If you do not have to modify the Finishing option, go to Step 10.



8 Select the desired Finishing option button and press [SET], or press [Next] to display more finishing options.

- When you press [SET], save the settings and the screen returns to the printer settings menu for selected Stored Job. Go to Step 10.
- When you press [Next], the other finishing options button will be displayed. Go to Step 9.



SUPPLEMENT:

The [Next] button is disabled when the Finisher or Saddle Stitch Finisher is not installed on the copier.

NON-SORT NON-STAPLE

Select this button to print using no finishing features.

SORT

Select this button to print for sorting-printing when printing multiple copies.



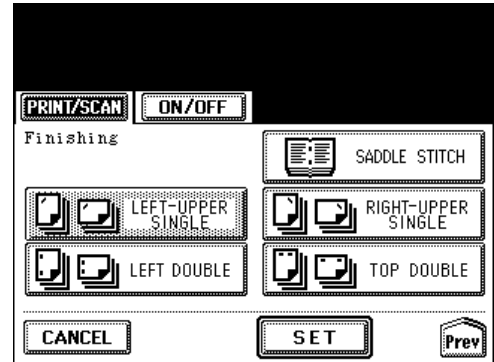
GROUP

Select this button to print for group-printing when printing multiple copies.



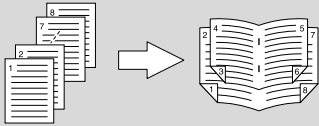
9 Select the desired Finishing option button and press [SET].

- Save the settings and the screen returns to the print settings menu.



SADDLE STITCH

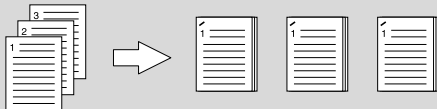
Select this for booklet making with stapling on the center. The printer automatically performs sorting of the pages and print two pages of reduced image on one page on the both side of paper. The Saddle Stitch Finisher is required to enable this option.



NOTE: The Saddle Stitch option should be used only if the original job was sent as Magazine Sort and you want to print this file to the Saddle Stitch bin.

LEFT-UPPER SINGLE

Select this to staple in the upper left and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



RIGHT-UPPER SINGLE

Select this to staple in the upper right and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



LEFT DOUBLE

Select this to staple double in the left and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



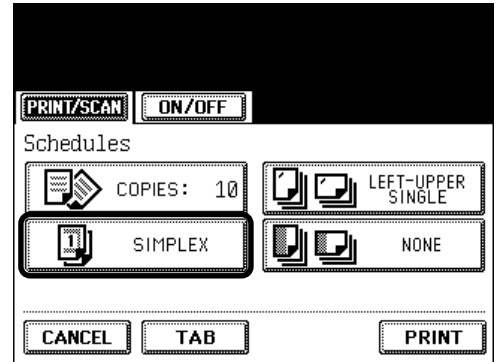
TOP DOUBLE

Select this to staple double in the upper side and print. The Finisher or Saddle Stitch Finisher is required to enable this option.



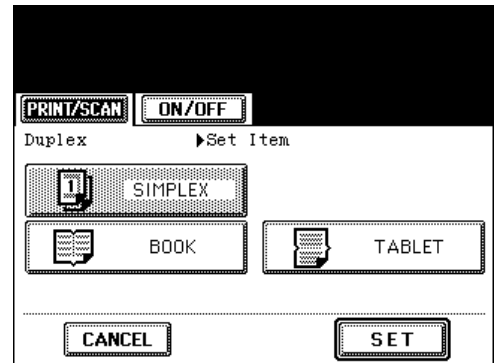
10 Press the lower left button to modify the Duplex printing option.

- If you do not have to modify the Duplex printing option, go to Step 12.



11 Select the desired Duplex printing option button and press [SET].

- Save the settings and the screen returns to the print settings menu.



SIMPLEX

Select this not to perform the Duplex printing.

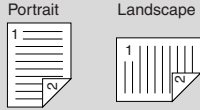
BOOK

Select this to print both side of paper in vertically the same direction to be bound along the vertical side of paper that the pages can be turned over right and left.



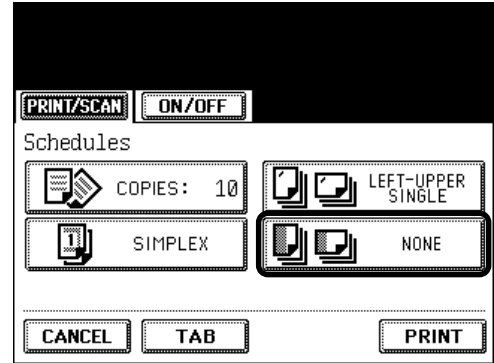
TABLET

Select this to print both side of paper a vertical reverse one to be bound along the horizontal side of paper that the pages can be turned over up and down.



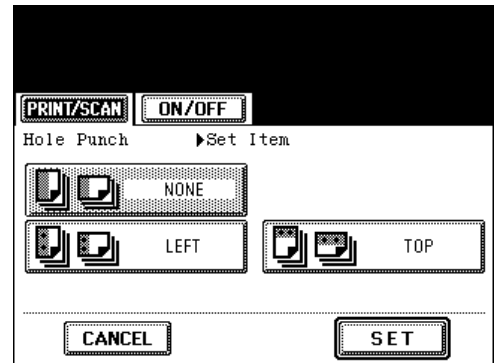
12 Press the lower right button to modify the Hole Punch option.

- If you do not have to modify the Hole Punch option, go to Step 13.



13 Select the desired Hole Punch option button and press [SET].

- Save the settings and the screen returns to the print settings menu.

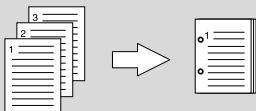


NONE

Select this not to use the Hole Punch option.

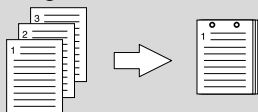
LEFT

Select this to create holes on the left side and print. This can not be used in combination with “Magazine Sort”, “Sort + Staple Left (Double)”, “Sort + Staple Top (Double)”, and “Magazine Sort + Saddle Stitch”. The Hole Punch unit is required to enable this option.



TOP

select this to create holes on the upper side and print. This can not be used in combination with “Magazine Sort”, “Sort + Staple Left (Double)”, “Sort + Staple Top (Double)”, and “Magazine Sort + Saddle Stitch”. The Hole Punch unit is required to enable this option.

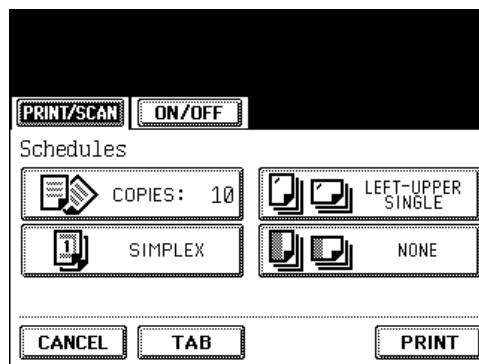


14 Press [TAB] to modify the Tab Print option.

- If you do not have to modify the Tab Print option, go to Step 16.

SUPPLEMENT:

The [TAB] button is displayed only when the Tab Print option has been set to the print job.



15 Select either [CASSETTE] or [BYPASS FEED] which the Tab sheets are fed from.

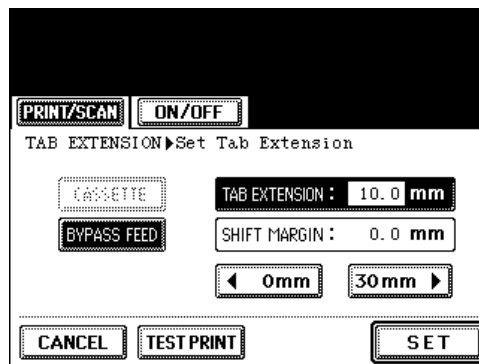
To change the tab margin and shift margin, highlight the option and input the width using the Digital keys.

Press [SET] when the you are finished modifying the Tab Print option.

- Save the settings and the screen returns to the print settings menu.

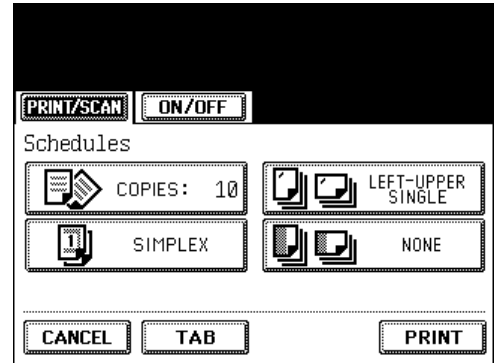
SUPPLEMENT:

You can print a proof for the current Tab Print settings before saving the modified settings. In order to print a proof for the Tab Print, press [TEST PRINT].



16 Press [Print] when you are finished modifying your print job.

- The Stored Job is printed and removed from the Stored Job list.

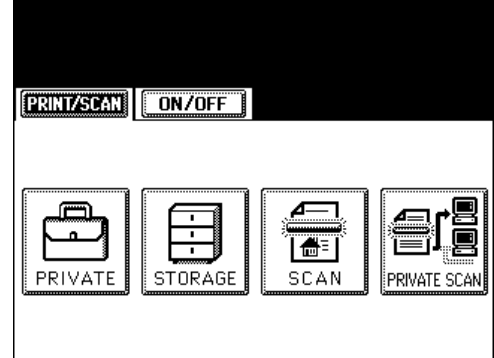


Deleting the Stored Job

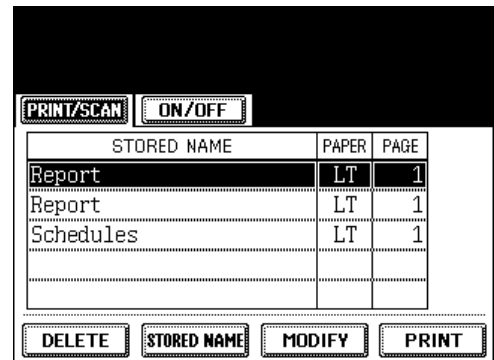
1 Press the [PRINTER/NETWORK] key on the Control Panel of the copier.

- The PRINT menu or PRINT/SCAN menu is displayed on the Touch Panel Display.

2 Press [STORAGE].



3 Select the Stored Job that you want to delete, and press [DELETE].



4

Press [DELETE].

- The selected Stored Job is deleted and removed from the Stored Job list.



Tracking and Managing Print Jobs

About the Print Job Management Tools

GA-1140 user software includes a variety of tools that allow you to track and manage print jobs. Access to some tools is controlled by your site administrator, but other tools are available to all users.

- TopAccess provides the capability to view the flow of print jobs to the GA-1140.

HDD : There are also other print job management tools that are only available when the PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed on the GA-1140, such as the Command WorkStation and Fiery WebTools. For more about these tools, please refer to the *Fiery Utilities Guide*.

Managing the Print Jobs with TopAccess

About TopAccess

TopAccess resides on the GA-1140 and can be accessed over the network from a variety of platforms. TopAccess has a home page that lets you view server functions and manipulate jobs remotely. This chapter describes those functions available to all users (not administrator function).

Requirements

In order to use the TopAccess, the following environments are required.

- Either the Netscape Communicator v4.5 or later with Java enabled, or Microsoft Internet Explorer v4.0.1 (with Service Pack 1) or later with Java enabled, installed on your computer.
- Monitor and video memory should support 16-bit color at a minimum resolution of 800 x 600.
- Your computer and the GA-1140 are connected to a TCP/IP enabled network.
- The TCP/IP is correctly set up on the GA-1140.

NOTE:

Netscape and Internet Explorer continue to release frequent updates to these browser. As support cannot be guaranteed for all versions, use the version specified above for best results.

Accessing the TopAccess

1 Start the Internet browser on your computer.

2 Enter “http://[IP address or DNS name]” in the Address entry field of the browser, and press [Enter].

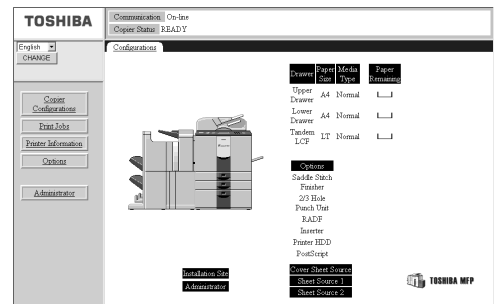
- Enter the IP address or DNS name assigned to the GA-1140 instead of [IP address or DNS name].

Address  http://10.10.70.105/

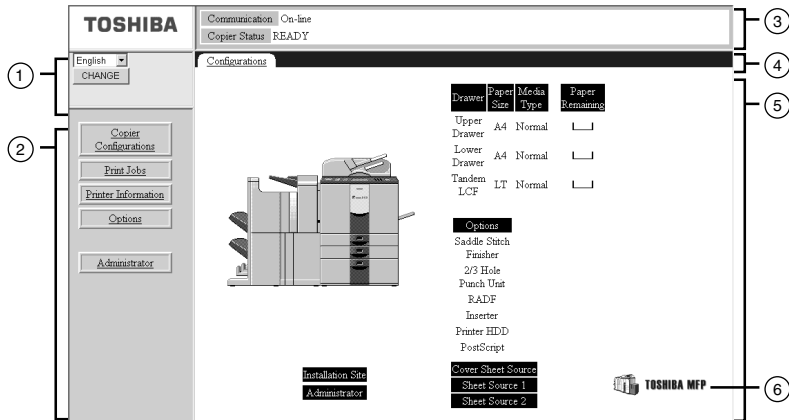
SUPPLEMENT:

Ask your administrator for the IP address or DNS name of the GA-1140.

3 The TopAccess home page appears.



Screen Details



① Select Language

Select the language in which TopAccess will be displayed.

② Menu

Click the menu link to access to each function. Upon clicking on each menu item, the page displayed in the Operation Area will change.

③ Status Display

Indicates the communication status and machine status.

④ Function Tab

Click the tab to access to each function among the pages displayed in the Operation Area. Upon clicking on each tab, the page displayed in the Operation Area will change.

⑤ Operation Area

Display the details of the page that you access by clicking on the menu and function tab.

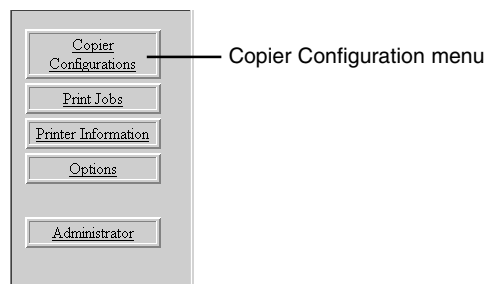
⑥ TOSHIBA MFP Logo

Go to the TOSHIBA TEC Web site by clicking on this. Update information about TOSHIBA TEC products is available on this Web site.

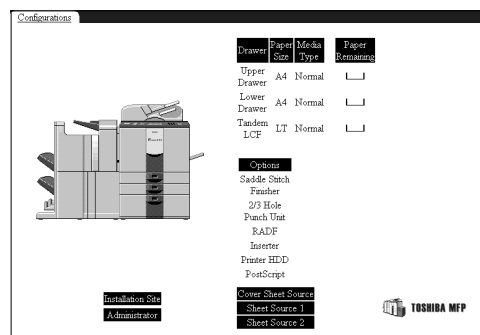
Checking GA-1140 Copier Status

You can use TopAccess to see which options are installed on your copier and to view paper levels. The information is dynamically updated every time you access to this page.

1 Click the Copier Configuration menu.



2 The Configuration page is displayed. You can check the copier status such as what optional devices are installed on the copier, the paper sizes, and remaining paper status for each feeder.



SUPPLEMENT:

You can access the administrator specified web page (see *Administrator's Guide*) by clicking on the TOSHIBA MFP log located in the lower right corner of this page. The Toshiba Copiers World Wide Homepage (<http://www.toshibatec.co.jp/joho/copier/english/index.html>) is displayed as a default setting.

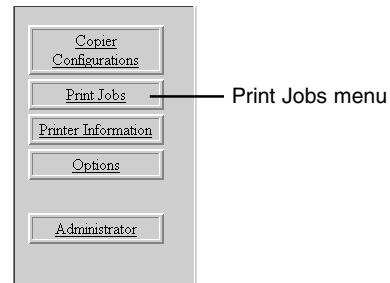
Checking and Managing GA-1140 Print Jobs

You can use TopAccess to see what jobs are currently printing and the Private Jobs and Stored Jobs currently saved in the GA-1140. You can also print or delete these print jobs. The information is dynamically updated every time you access this page.

Checking and Deleting the Jobs Currently Printing

1 Click the Print Jobs menu.

- The Job Status page is displayed. You can check the jobs currently printing and jobs currently wait for printing.
- When you want to delete the jobs in the list, proceed to the next step.



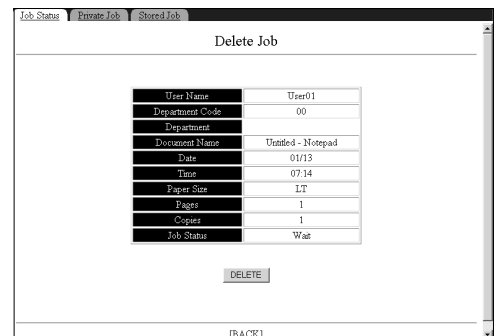
2 Click the button in the Delete column for the job that you want to delete.

A screenshot of the 'Job Status' page. It features a table with columns: User Name, Document Name, Date (MM/DD), Time, Paper Size, Pages, Copies, and Delete. A single row is visible for 'User01' with document 'Untitled - Notepad', date '01/13', time '07:14', paper size 'LT', 1 page, 1 copy, and a small delete button in the 'Delete' column. A vertical line points from the 'Delete button' label to this button.

User Name	Document Name	Date MM/DD	Time	Paper Size	Pages	Copies	Delete
User01	Untitled - Notepad	01/13	07:14	LT	1	1	

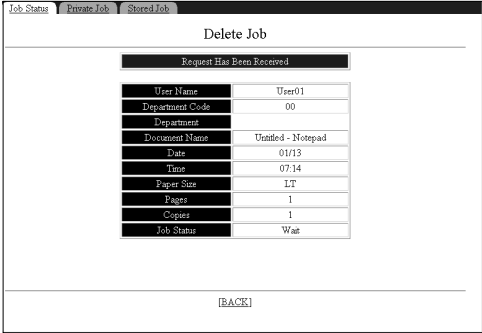
Delete button

3 Click on [DELETE].



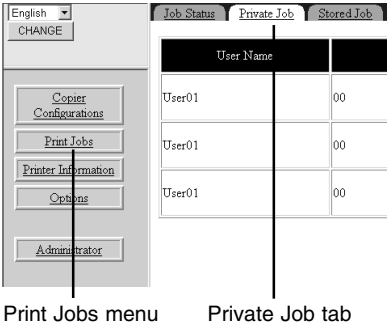
4 The job is deleted and the “Request Has Been Received” message is displayed.

NOTE:
The job that is currently printing cannot be deleted.

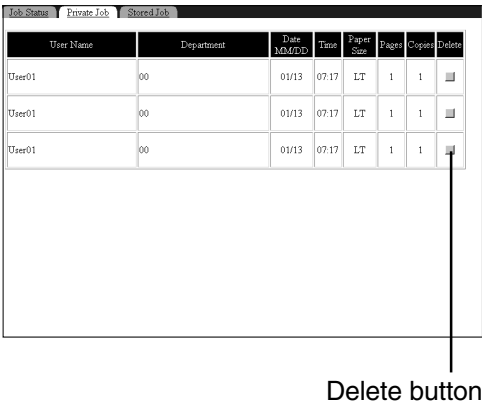


Checking and Deleting the Private Job

- 1 Click the Print Jobs menu and Private Job tab.**
 - The Private Job page is displayed. You can check the Private Jobs currently saved.
 - When you want to delete a Private Job in the list, proceed to the next step.



- 2 Click the button in the Delete column for the job that you want to delete.**



3 Enter the password for the Private Job and click on [OK].

The screenshot shows a window titled "Password" with a tabbed interface containing "Job Status", "Private Job", and "Stored Job". The "Private Job" tab is active. The window contains a "Password" label followed by a text input field with four asterisks. Below the input field is an "OK" button.

4 Click on [DELETE].

The screenshot shows a window titled "Delete Job" with a tabbed interface containing "Job Status", "Private Job", and "Stored Job". The "Private Job" tab is active. The window displays a table with the following data:

User Name	User01
Department Code	00
Department	
Document Name	Untitled - Notepad
Date	01/13
Time	07:17
Paper Size	LT
Pages	1
Copies	1
Job Status	Private

Below the table is a "DELETE" button. At the bottom of the window is a "[BACK]" button.

5 The job is deleted and the "Request Has Been Received" message is displayed.

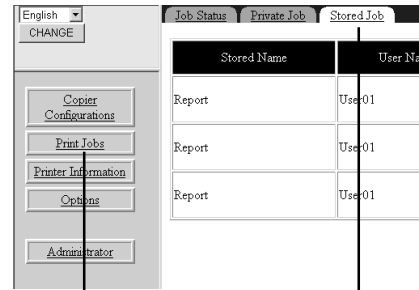
The screenshot shows the same "Delete Job" window as in the previous step. A message box titled "Request Has Been Received" is displayed over the table. The table data remains the same as in the previous screenshot.

User Name	User01
Department Code	00
Department	
Document Name	Untitled - Notepad
Date	01/13
Time	07:17
Paper Size	LT
Pages	1
Copies	1
Job Status	Private

The "DELETE" button is no longer visible. The "[BACK]" button remains at the bottom.

Checking and Printing the Stored Job

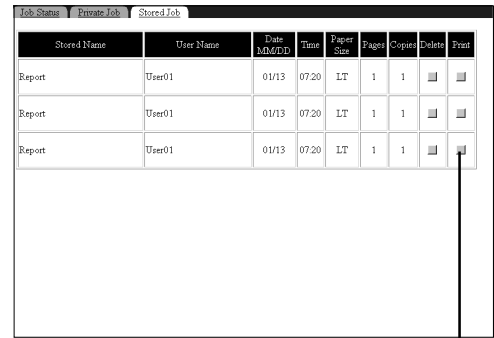
- Click the Print Jobs menu and Stored Job tab.**
 - The Stored Job page is displayed. You can check the Stored Jobs currently saved.
 - When you want to print a Stored Job in the list, proceed to the next step.



Print Jobs menu

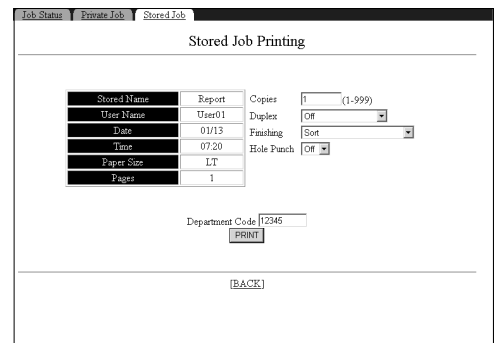
Stored Job tab

- Click the button in the Print column for the job that you want to print.**

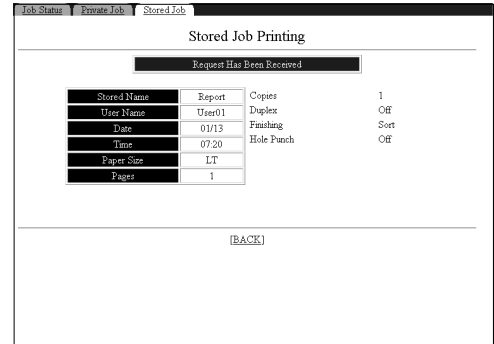


Print button

- Modify the print settings and enter the department code in the Department field if required. Then click on [Print].**

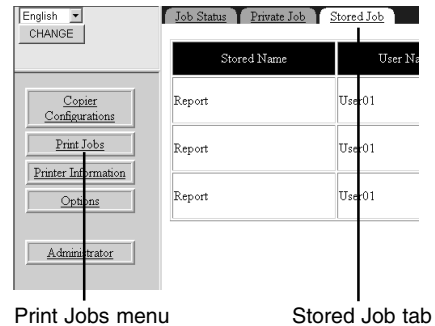


4 The job is printed and the “Request Has Been Received” message is displayed.

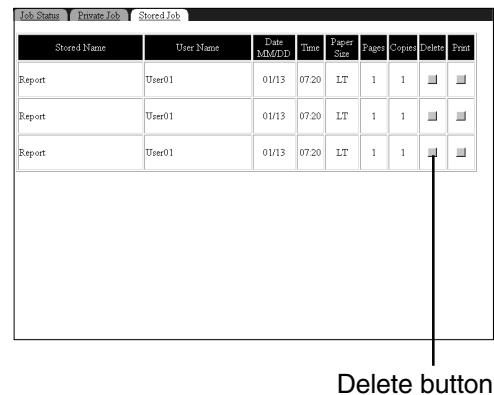


Checking and Deleting the Stored Job

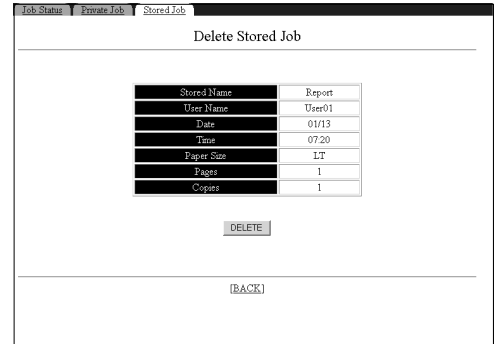
- 1** Click the **Print Jobs** menu and **Stored Job** tab.
- The Stored Job page is displayed. You can check the Stored Jobs currently saved.
 - When you want to delete a Stored Job in the list, proceed to the next step.



- 2** Click the button in the **Delete** column for the job that you want to delete.



3 Click on [DELETE].



4 The job is deleted and the “Request Has Been Received” message is displayed.

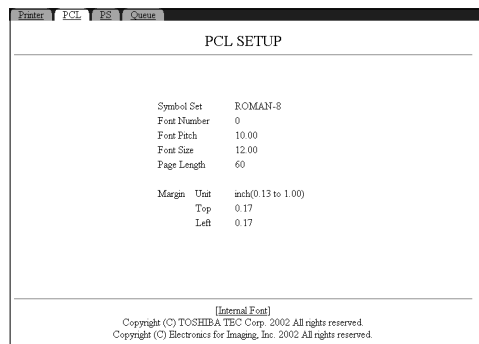
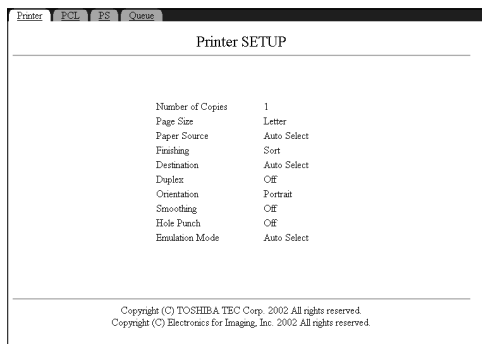


Checking GA-1140 Printer Settings

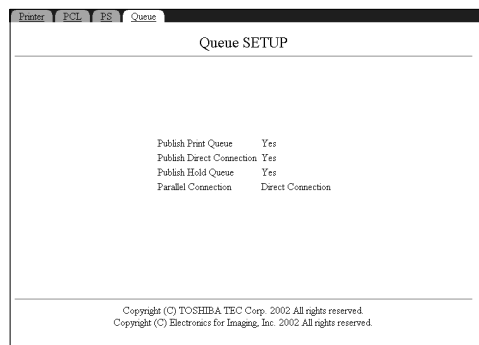
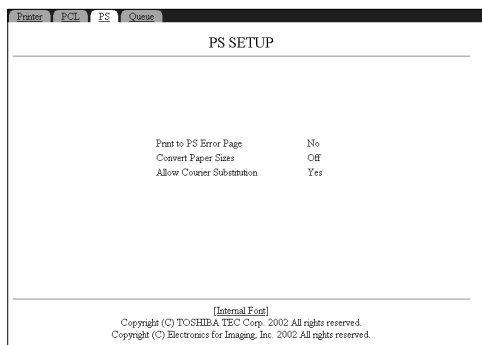
You can use TopAccess to see the current printer default settings that are effective for print jobs that do not contain the print information. You can also check the default font settings for PCL jobs, default settings for PostScript jobs, and default settings for queues which are available when the HDD option is installed.

1 Click the Printer Information menu and click on either Printer, PCL, or PS tab.

- When the Printer tab is clicked, you can check the default settings for printer related functions.
- When the PCL tab is clicked, you can check the default settings for PCL related functions.



- When the PS tab is clicked, you can check the default settings for PostScript related functions.
- When the Queue tab is clicked, you can check the available queues on the GA-1140.



[PS] : PS tab is only available when the PostScript option, PS3 Upgrade (GE-1020), is installed on the GA-1140.

[HDD] : Queue tab is only available when the HDD option, PS3 & HDD Upgrade (GE-1060), is installed on the GA-1140.

Displaying the Department Counter

When the Department Code is enabled on the copier settings, users can view the counter information for each department code using TopAccess.

SUPPLEMENT:

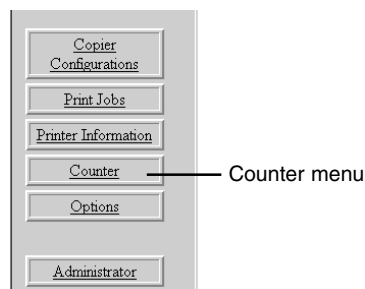
Users who know the master code for the department code feature can set, edit, delete or export the counter information on the copier. ► P194 “Managing the Counter with Master Code”

1 Click the Counter menu.

- The Enter Department Code page is displayed.

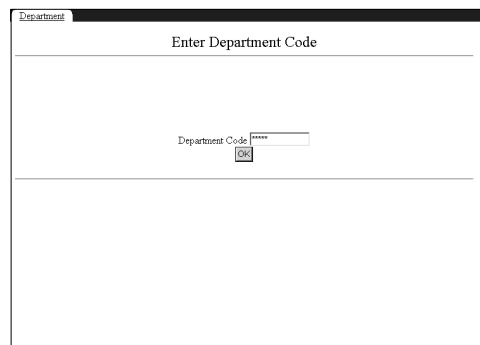
NOTE:

If the department code is disabled, the Counter menu is not displayed.



2 Enter the 5-digit department code of which you want to view the counter and click on [OK].

- The Department Counter page is displayed.

A web page titled 'Department' with a sub-header 'Enter Department Code'. Below the sub-header is a text input field labeled 'Department Code' with a masked input (*****). To the right of the input field is an 'OK' button.

3 Check the department counter or click on [PRINT] to print the department counter information sheet.

- “Printing Counter” shows the number of copies printed on the copier:

Total Print - displays the total number of copy, other, and print jobs that have been printed.

Copy - displays the number of copy jobs that have been printed.

Other - displays the number of printing other than copy or print jobs.

Printer - displays the number of print jobs that have been printed.

- “Department counter for printing” shows the number of copies that have been printed for selected department code.

- “Scanning Counter” shows the number of scans that have been performed:

Total Scan - displays the total number of scans that have been performed.

Copying - displays the number of scans that have been performed to print copies.

Scan - displays the number of scans that have been performed to retrieve scanning images to the optional hard disk or network client PC.

The screenshot shows a window titled "Department Counter" with a "Department" dropdown menu. Below the title bar, there are three sections:

- Printing Counter:** A table with four columns: Total Print (0), Copy (1), Other (0), and Printer (2).
- Department counter for printing:** A table with columns: Department, Dept. Code, Dept. Total, Copy, Other, and Printer. The first row shows "02 DEPT 001" with a Dept. Code of "11111" and all other values at 0.
- Scanning Counter:** A table with three columns: Total Scan (5), Copying (5), and Scan (0).

A "PRINT" button is located at the bottom center of the window.

Managing the Counter with Master Code

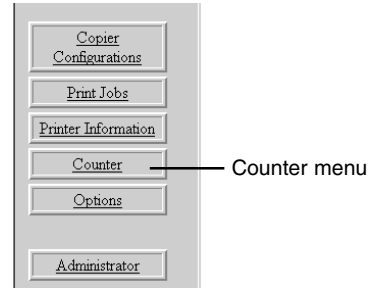
If you know the master code for the department code, you can view the counters for all department codes and perform the management functions for the counters, such as registering new department codes, editing or deleting department codes, and resetting the department code counters. In addition, you can export the department counter information as a file on your local hard disk.

1 Click the Counter menu.

- The Enter Department Code page is displayed.

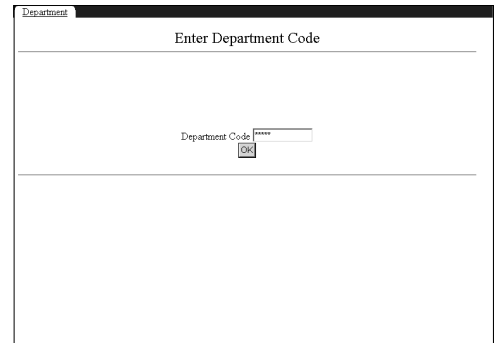
NOTE:

If the department code is disabled, the Counter menu is not displayed.



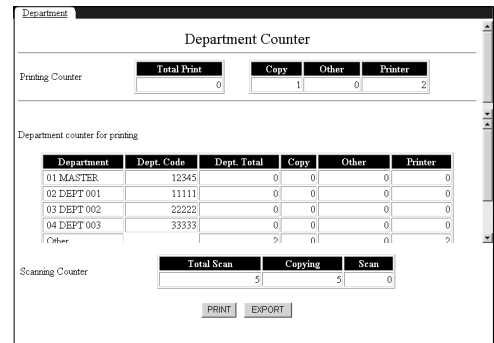
2 Enter the 5-digit department code whose counter you wish to view and click on [OK].

- The Department Counter page is displayed.



3 Continue the desired operation.

- ▶ P195 “Registering a New Department Code”
- ▶ P196 “Editing a Department Code”
- ▶ P197 “Resetting a Department Counter”
- ▶ P198 “Deleting Department Counter Information”
- ▶ P199 “Exporting Counter Information”



Registering a New Department Code

- 1 Click on [ADVANCED] on the Department Counter page.

The screenshot shows the 'Department Counter' page. At the top, there are two summary tables: 'Printing Counter' and 'Scanning Counter'. Below these is a table with columns for Department, Dept. Code, and various counters (Total Print, Copy, Other, Printer). An 'ADVANCED' button is located below the table. Below the 'ADVANCED' button is the 'Scanning Counter' section with 'Total Scan', 'Copying', and 'Scan' fields. At the bottom are 'PRINT' and 'EXPORT' buttons. A vertical line points from the 'ADVANCED' button to the caption below.

ADVANCED button

- 2 Click the button in the “Change” column of an unused Dept Code.

- A department code registration dialog box appears.

The screenshot shows the 'Department Counter' page with a table titled 'Department counter for printing'. The table has columns: Department, Dept. Code, Dept. Total, Copy, Other, Printer, Change, Reset, and Delete. The 'Change' column contains small square buttons for each row. An arrow points from the 'Change' button in the row for '010' to the caption below.

Department	Dept. Code	Dept. Total	Copy	Other	Printer	Change	Reset	Delete
001 MASTER	12345	0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
002 DEPT 001	11111	0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
003 DEPT 002	22222	0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
004 DEPT 003	33333	0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
005 DEPT 004	44444	0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
006		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
007		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
008		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
009		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
010		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>

Change button

- 3 Enter the department name in the “Department Name” field, enter a 5-digit code in the “Department Code” field, and click on [SETUP].

- The new department code is registered.

The screenshot shows a dialog box titled '10.10.70.105 - Microsoft Internet Explorer'. It contains three input fields: 'Department Number' with the value '5', 'Department Name' with the value 'DEPT 004', and 'Department Code' with the value '44444'. At the bottom are 'CANCEL' and 'SET UP' buttons.

Editing a Department Code

- 1 Click on [ADVANCED] on the Department Counter page.

The screenshot shows the 'Department Counter' page. At the top, there are two summary tables: 'Printing Counter' and 'Scanning Counter'. Below these is a table listing department codes and their respective counts for Total Print, Copy, Other, and Printer. An 'ADVANCED' button is located below the table. A vertical line points from the 'ADVANCED' button to the caption below.

Department Counter					
Printing Counter					
Total Print	0	Copy	1	Printer	2
02 DEPT 001	11111	0	0	0	0
03 DEPT 002	22222	0	0	0	0
04 DEPT 003	33333	0	0	0	0
05 DEPT 004	44444	0	0	0	0
Other		2	0	0	2

ADVANCED button

- 2 Click the button in the "Change" column of the department code which you want to edit.
 - A department code modification dialog box appears.

The screenshot shows the 'Department Counter' page with a table titled 'Department counter for printing'. The table has columns for Department, Dept. Code, Dept. Total, Copy, Other, Printer, Change, Reset, and Delete. A vertical line points from the 'Change' button in the row for '002 DEPT 001' to the caption below.

Department	Dept. Code	Dept. Total	Copy	Other	Printer	Change	Reset	Delete
001 MASTER	12345	0	0	0	0			
002 DEPT 001	11111	0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
003 DEPT 002	22222	0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
004 DEPT 003	33333	0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
005 DEPT 004	44444	0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
006		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
007		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
008		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
009		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>
010		0	0	0	0	<input type="button" value="Change"/>	<input type="button" value="Reset"/>	<input type="button" value="Delete"/>

Change button

- 3 Enter the department name in the "Department Name" field, enter a 5-digit code in the "Department Code" field, and click on [SETUP].
 - The department code is edited.

The screenshot shows a dialog box titled '10.10.70.105 - Microsoft Internet Explorer'. It contains three input fields: 'Department Number' with the value '2', 'Department Name' with the value 'DEPT 001', and 'Department Code' with the value '11111'. At the bottom, there are two buttons: 'CANCEL' and 'SET UP'.

Resetting a Department Counter

You can reset the counter for the department code.

- 1 Click on [ADVANCED] on the Department Counter page.

The screenshot shows the 'Department Counter' page. At the top, there are summary boxes for 'Printing Counter' (Total Print: 0, Copy: 1, Other: 0, Printer: 2) and 'Scanning Counter' (Total Scan: 5, Copying: 0, Scan: 0). Below these is a table of department counters. An arrow points to the 'ADVANCED' button located below the table.

Printing Counter	Total Print	Copy	Other	Printer
	0	1	0	2

Scanning Counter	Total Scan	Copying	Scan
	5	0	0

Department	Dept. Code	Dept. Total	Copy	Other	Printer
02 DEPT 001	11111	0	0	0	0
03 DEPT 002	22222	0	0	0	0
04 DEPT 003	33333	0	0	0	0
05 DEPT 004	44444	0	0	0	0
Other		2	0	0	2

ADVANCED button

- 2 Click the button in the "Reset" column of the department code which you want to reset the counter.

- A confirmation dialog box appears.

SUPPLEMENT:

When you want to reset all counter, click on [ALL] under the "Reset" column.

The screenshot shows the 'Department Counter' page with the 'Department counter for printing' table. An arrow points to the 'Reset' button in the 'Reset' column of the table.

Department	Dept. Code	Dept. Total	Copy	Other	Printer	Change	Reset	Delete
001 MASTER	12345	0	0	0	0			
002 DEPT 001	11111	0	0	0	0			
003 DEPT 002	22222	0	0	0	0			
004 DEPT 003	33333	0	0	0	0			
005 DEPT 004	44444	0	0	0	0			
006		0	0	0	0			
007		0	0	0	0			
008		0	0	0	0			
009		0	0	0	0			
010		0	0	0	0			

Reset button

- 3 Click on [OK].
- The counter of selected department code is cleared and turn to "0".

The screenshot shows a 'Microsoft Internet Explorer' window with a confirmation dialog box. The dialog box has a question mark icon and the text 'Are you sure?' with 'OK' and 'Cancel' buttons.

Deleting Department Counter Information

You can delete an existing department code. If you delete a department code, the counter information for that department code is also cleared.

- 1 Click on [ADVANCED] on the Department Counter page.

The screenshot shows the 'Department Counter' page. At the top, there are summary boxes for 'Printing Counter' (Total Print: 0, Copy: 1, Other: 0, Printer: 2) and 'Scanning Counter' (Total Scan: 0, Copying: 5, Scan: 0). Below these is a table of department counter data:

Dept Code	Total Print	Copy	Other	Printer
02 DEPT 001	11111	0	0	0
03 DEPT 002	22222	0	0	0
04 DEPT 003	33333	0	0	0
05 DEPT 004	44444	0	0	0
Other	2	0	0	2

Below the table is an 'ADVANCED' button. At the bottom of the page are 'PRINT' and 'EXPORT' buttons.

ADVANCED button

- 2 Click the button in the “Delete” column of the department code you want to delete.

- A confirmation dialog box appears.

SUPPLEMENT:

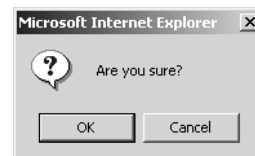
When you want to delete all department codes, click on [ALL] under the “Delete” column.

The screenshot shows the 'Department Counter' page with a table titled 'Department counter for printing'. The table has columns for Department, Dept. Code, Dept Total, Copy, Other, Printer, Change, Reset, and Delete. The 'Delete' column contains small icons for each row.

Department	Dept. Code	Dept Total	Copy	Other	Printer	Change	Reset	Delete
001 MASTER	12345	0	0	0	0			
002 DEPT 001	11111	0	0	0	0			
003 DEPT 002	22222	0	0	0	0			
004 DEPT 003	33333	0	0	0	0			
005 DEPT 004	44444	0	0	0	0			
006		0	0	0	0			
007		0	0	0	0			
008		0	0	0	0			
009		0	0	0	0			
010		0	0	0	0			

Delete button

- 3 Click on [OK].
- The Selected department code is deleted and its counter is cleared back to “0”.



Exporting Counter Information

You can export counter information as an XML format data.

1 Click on [EXPORT] at the bottom of the Department Counter page.

- A New window is opened displaying the counter data in XML form.

The screenshot shows a web page titled "Department Counter". It features two main sections: "Printing Counter" and "Scanning Counter".

Printing Counter:

	Total Print	Copy	Other	Printer
02 DEPT 001	11111	0	0	0
03 DEPT 002	22222	0	0	0
04 DEPT 003	33333	0	0	0
05 DEPT 004	44444	0	0	0
Other		2	0	2

Scanning Counter:

	Total Scan	Copying	Scan
	5	5	0

At the bottom of the page, there are two buttons: "PRINT" and "EXPORT". An arrow points to the "EXPORT" button.

EXPORT button

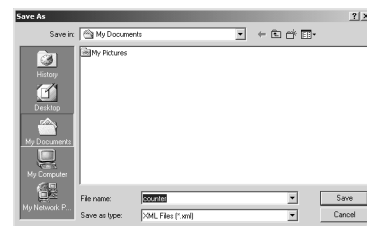
2 Click on the [File] menu of the browser and select [Save As...].

- The Save As dialog box appears.



3 Select the location to which the counter data is to be saved, enter the file name, and click on [Save].

- The counter information is saved as an XML file.



Troubleshooting

Troubleshooting for the Installation

This section provides troubleshooting tips for the installation.

On a Windows computer

Setting up printing on Windows NT Workstations

If you have problems installing the GA-1140 with Windows NT, try installing another PostScript printer (such as the Apple LaserWriter IIg), and then install the GA-1140. Installing another printer insures that all files are properly installed and available.

For instructions, see your Windows NT documentation. For additional information about problems you may encounter using the Adobe Printer Driver for Windows NT 4.0, see the Adobe README file (ReadMeNT.txt) included in the prntdrv folder on the User Software CD.

Reinstalling the Adobe PostScript Printer Driver on Windows 95/98/Me

If you are reinstalling the Adobe PostScript Printer Driver, delete any previous versions and related files before installing. Search for and delete all files named Efme2020*. * in the Windows\System folder.

For additional information about problems you may encounter using the Adobe Printer Driver for Windows 95/98/Me, see the Adobe README file (ReadMe9x.doc) included in the prntdrv folder on the User Software CD.

On a Mac OS computer

Setting up the GA-1140 in the Chooser

If auto-setup does not work and you are prompted to select the PPD, select the appropriate GA-1140 file in your System folder:Extensions:Printer Descriptions folder.

Select “TOSHIBA e-STUDIO810srs-PS3UC” or “TOSHIBA e-STUDIO810srs-PS3EU”.

Installing screen fonts

If you experience problems installing the PostScript screen fonts from the User Software CD to the System folder: Fonts folder, try the following:

1. Quit all applications and close all windows.
2. Create a new folder and name it “Uninstalled Fonts.”
 - This folder must be located outside of the System folder.
3. Move fonts that you are not using from the System folder: Fonts folder to the Uninstalled Fonts folder.
4. Install the fonts from the User Software CD to a folder called CD fonts. Copy the fonts to the System folder: Fonts folder.
5. Create an alias to the System folder: Fonts folder and to the Uninstalled Fonts folder.
6. Place both aliases on your desktop.
7. When necessary, use the aliases to open both folders and move fonts between them.
 - If you have any applications running, you must quit and relaunch them in order to view and use the newly installed fonts.
 - Alternatively, you can try combining fonts from multiple suitcases into a single suitcase.

Troubleshooting for Printing

This section provides troubleshooting tips for printing.

Maintaining optimal system performance

The GA-1140 does not require maintenance. Beyond the routine requirements of servicing and maintaining the copier and replenishing consumables, there are a few things you can do to improve the overall performance of your system:

Reduce unnecessary two-way communication.

If users notice that the server is frequently too busy to receive jobs, it may be because several users are running utilities that are updated often. Large numbers of remote users running the Fiery WebTools (optional) may have a significant effect on GA-1140 performance.

Schedule the printing workload by checking job ticket information before printing.

Print jobs with the same output and paper specifications together to minimize paper changes. Also, print routine jobs while you prepare to print jobs with special instructions or special media.

Troubleshooting

In case of problems, and before you call for service, check the guidelines in this section. If you are unable to resolve the problem, make a note of the error condition and contact your authorized service/support center.

This section provides some troubleshooting guidelines should a problem arise. If you are unable to resolve a problem after referring to this section, contact your site operator or administrator.

General Printing Problems

You cannot connect to a GA-1140:

Make sure that the GA-1140 is not being calibrated from the Operation Panel.

If the GA-1140 is being calibrated from the Operation Panel, you can select it in the Chooser, but you cannot connect to it. This insures that only one person is calibrating the server at any time and that print jobs do not use unexpected calibration.

You cannot select or view one of the queues:

Have your system administrator enable the queue in Setup.

Printing seems to take too long:

Print to a queue instead of to the Direct connection.

When you print to a queue, the job is stored on the GA-1140 until it can be processed and printed; when you print to the Direct connection, the job cannot be sent to the GA-1140 until the previous job is finished processing, so you must wait longer to use your computer.

GA-1140 does not respond to a Print command:

1. Did you select the GA-1140 as the current printer?

Before printing, you must select the GA-1140 as the current printer from your computer.

2. Make sure that the copier is switched on.

Someone may have turned the copier off, or the Automatic Power-Off or Power Saver mode function may have engaged. Even with the copier off, the GA-1140 appears in the Chooser.

3. If you are printing over an IPX (Novell) network, verify through the PCONSOLE utility that the job was sent to the Novell queue and that the queue is being used by the GA-1140.

4. Make sure that the job does not contain a PostScript error.

Check with the operator, or use Fiery WebSpooler to check the job's status. In Fiery WebSpooler, a job containing a PostScript error appears in red.

To obtain information on the PostScript error, make sure the Print to PS Error option is set to Yes in GA-1140 Setup. See the *Administrator's Guide* for more information.

Jobs sent to the parallel port do not print:

1. Ask the administrator to increase the parallel "Port Timeout in Seconds" on the GA-1140 Operation Panel.

2. Ask the administrator to change the Ignore EOF Character setting on the GA-1140 Operation Panel.

If you will be printing ASCII format PostScript only, set Ignore EOF Character to No; if you will be printing Binary format PostScript, set it to Yes.

3. If you print using the DOS copy command, make sure to use the /b option when printing binary files.

4. Restart your Windows computer, enter BIOS setup, and if you have a BIOS setting for the parallel port, make sure that it is set to Compatible mode and not to Bi-Directional, ECP, EPP, or any other mode.

5. If you are using Windows 95/98/Me, open the System Properties Operation Panel, click the Device Manager tab, click Ports, double-click the parallel port you are using, and make sure that the driver selected is the standard Printer Port driver instead of the ECP Port, EPP Port, or any other driver.

For information about changing this setting, see your Windows documentation.

Problems with Print Quality

Print settings for the job do not match the settings you gave:

Make sure that you did not override the settings in another place because some settings are disabled according to the priority of options.

You got poor printing results:

Does your application require one of GA-1140's printer description files?

If you're printing from Adobe PageMaker, make sure that the GA-1140 printer description file is installed correctly.

Appendix

Internal PCL Fonts List

The following 81 PCL fonts are resident on the GA-1140:

Courier	Times New Roman Bold
CG Times	Times New Roman Italic
CG Times Bold	Times New Roman Bold Italic
CG Times Italic	Helvetica D12
CG Times Bold Italic	Helvetica-ObliqueD12
CG Omega	Helvetica-Bold D12
CG Omega Bold	Helvetica-Bold ObliqueD12
CG Omega Italic	Helvetica-Narrow D12
CG Omega Bold Italic	Helvetica-Narrow-ObliqueD12
Coronet	Helvetica-Narrow-BoldD12
Clarendon Condensed	Helvetica-Narrow-Bold-Oblique D12
Univers Medium	Palatino-Bold D12
Univers Bold	Palatino-BoldItalic D12
Univers Medium Italic	Palatino-Italic D12
Univers Bold Italic	Palatino-RomanD12
Univers Medium Condensed	ITC AvantGarde-Gothic Book D12
Univers Bold Condensed	ITC AvantGarde--Gothic BookOblique D12
Univers Medium Condensed Italic	ITC AvantGarde--Gothic Demi D12
Univers Bold Condensed Italic	ITC AvantGarde--Gothic DemiOblique D12
Antique Olive	ITC Bookman-Demi D12
Antique Olive Bold	ITC Bookman-DemItalicD12
Antique Olive Italic	ITC Bookman-Light D12
Garamond Antiqua	ITC Bookman-LightItalicD12
Garamond Halbfett	NewCenturySchlbk-Bold D12
Garamond Kursiv	NewCenturySchlbk-BoldItalicD12
Garamond Kursiv Halbfett	NewCenturySchlbk-ItalicD12
Marigold	NewCenturySchlbk-Roman D12
Albertus Medium	Times Roman D12
Albertus Extra Bold	Times BoldD12
Arial	Times ItalicD12
Arial Bold	Times Bold ItalicD12
Arial Italic	ITC ZapfChancery-MediumItalicD12
Arial Bold Italic	Symbol
Times New Roman	SymbolPSD12

Wingdings
ITC ZapfDingbatsD12
Courier Bold
Courier Italic
Courier Bold Italic
Letter Gothic
Letter Gothic Bold
Letter Gothic Italic
Courier PSD12
Courier PS BoldD12
Courier PS Bold ObliqueD12
Courier PS ObliqueD12
Line Printer

Internal PostScript Fonts List

PS : The internal PostScript fonts are available only when the PS3 Upgrade (GE-1020) or PS3 Scan & HDD Upgrade (GE-1060+GE-1110) is installed on the GA-1140.

The following tables list the 136 built-in PostScript printer fonts, 126 Adobe Type 1 fonts and 10 TrueType fonts, on the GA-1140.

Adobe Type 1 fonts

The GA-1140 includes 126 Adobe Type 1 fonts:

- The Mac OS column lists the name as it appears on the Font menu on a Mac OS computer. For example, in most applications, to use “Bodoni-Bold,” choose Bodoni Bold from the Font menu.
- The Windows menu name is the name as it appears on the Font menu on a Windows computer. The style refers to the style that must be selected in the application to access the particular PostScript font. For example, to use “Bodoni-Bold,” choose Bodoni from the Font menu and Bold from the Style menu.

PostScript name:	Mac OS menu name:	Windows menu name, style:
AlbertusMT-Light	Albertus MT Lt	Albertus MT Lt
AlbertusMT	Albertus MT	Albertus MT
AlbertusMT-Italic	Albertus MT It	Albertus MT, Italic
AntiqueOlive-Roman	Antique Olive Roman	Antique Olive Roman
AntiqueOlive-Bold	Antique Olive Bold	Antique Olive Roman, Bold
AntiqueOlive-Italic	Antique Olive Italic	Antique Olive Roman, Italic
AntiqueOlive-Compact	Antique Olive Compact	Antique Olive Compact
Arial-BoldItalicMT	Arial Bold Italic	Arial, Bold Italic
Arial-BoldMT	Arial Bold	Arial, Bold
Arial-ItalicMT	Arial Italic	Arial, Italic
ArialMT	Arial	Arial
AvantGarde-Book	Avant Garde	AvantGarde
AvantGarde-Demi	Avant Garde Demi	AvantGarde, Bold
AvantGarde-BookOblique	Avant Garde BookOblique	AvantGarde, Italic
AvantGarde-DemiOblique	Avant Garde DemiOblique	AvantGarde, Bold Italic
Bodoni	Bodoni	Bodoni
Bodoni-Bold	Bodoni Bold	Bodoni, Bold
Bodoni-Italic	Bodoni Italic	Bodoni, Italic
Bodoni-BoldItalic	Bodoni BoldItalic	Bodoni, Bold Italic
Bodoni-Poster	Bodoni Poster	Bodoni Poster

Bodoni-PosterCompressed	Bodoni PosterCompressed	Bodoni PosterCompressed
Bookman-Light	Bookman	Bookman
Bookman-Demi	Bookman Demi	Bookman, Bold
Bookman-LightItalic	Bookman LightItalic	Bookman, Italic
Bookman-DemiItalic	Bookman DemiItalic	Bookman, Bold Italic
Carta	Carta	Carta
Clarendon-Light	Clarendon Light	Clarendon Light
Clarendon	Clarendon	Clarendon
Clarendon-Bold	Clarendon Bold	Clarendon, Bold
CooperBlack	Cooper Black	Cooper Black
CooperBlack-Italic	Cooper Black Italic	Cooper Black, Italic
Copperplate-ThirtyThreeBC	Copperplate33bc	Copperplate33bc
Copperplate-ThirtyTwoBC	Copperplate32bc	Copperplate32bc
Coronet	Coronet	Coronet
Courier	Courier	Courier
Courier-Bold	Courier Bold	Courier, Bold
Courier-Oblique	Courier Oblique	Courier, Italic
Courier-BoldOblique	Courier BoldOblique	Courier, Bold Italic
Eurostile	Eurostile	Eurostile
Eurostile-Bold	Eurostile Bold	Eurostile Bold
Eurostile-ExtendedTwo	Eurostile ExtendedTwo	Eurostile ExtendedTwo
Eurostile-BoldExtendedTwo	Eurostile BoldExtendedTwo	Eurostile ExtendedTwo, Bold
GillSans	GillSans	GillSans
GillSans-Bold	GillSans Bold	GillSans, Bold
GillSans-Italic	GillSans Italic	GillSans, Italic
GillSans-BoldItalic	GillSans BoldItalic	GillSans, Bold Italic
GillSans-Light	GillSans Light	GillSans Light
GillSans-LightItalic	GillSans LightItalic	GillSans Light, Italic
GillSans-Condensed	GillSans Condensed	GillSans Condensed
GillSans-BoldCondensed	GillSans BoldCondensed	GillSans Condensed, Bold
GillSans-ExtraBold	GillSans ExtraBold	GillSans ExtraBold
Goudy	Goudy	Goudy
Goudy-Bold	Goudy Bold	Goudy, Bold
Goudy-Italic	Goudy Italic	Goudy, Italic
Goudy-BoldItalic	Goudy BoldItalic	Goudy, Bold Italic
Goudy-ExtraBold	Goudy ExtraBold	Goudy ExtraBold

Helvetica
Helvetica-Bold
Helvetica-Oblique
Helvetica-BoldOblique
Helvetica-Narrow
Helvetica-Narrow-Bold
Helvetica-Narrow-Oblique
Helvetica-Narrow-BoldOblique
Helvetica-Condensed
Helvetica-Condensed-Bold
Helvetica-Condensed-Oblique
Helvetica-Condensed-BoldObli
HoeflerText-Ornaments
JoannaMT
JoannaMT-Bold
JoannaMT-Italic
JoannaMT-BoldItalic
LetterGothic
LetterGothic-Bold
LetterGothic-Slanted
LetterGothic-BoldSlanted
LubalinGraph-Book
LubalinGraph-Demi
LubalinGraph-BookOblique
LubalinGraph-DemiOblique
Marigold
MonaLisa-Recut
NewCenturySchlbk-Roman
NewCenturySchlbk-Bold
NewCenturySchlbk-Italic
NewCenturySchlbk-BoldItalic
Optima
Optima-Bold
Optima-Italic
Optima-BoldItalic
Oxford

Helvetica
Helvetica Bold
Helvetica Oblique
Helvetica BoldOblique
Helvetica Narrow
Helvetica Narrow Bold
Helvetica Narrow Oblique
Helvetica Narrow BoldObl
Helvetica Condensed
Helvetica CondensedBold
Helvetica CondensedOblique
Helvetica CondensedBoldObl
Hoefler Text Ornaments
Joanna MT
Joanna MT Bd
Joanna MT It
Joanna MT Bd It
Letter Gothic
Letter Gothic Bold
Letter Gothic Slanted
Letter Gothic BoldSlanted
Lubalin Graph
Lubalin Graph Demi
Lubalin Graph BookOblique
Lubalin Graph DemiOblique
Marigold
Mona Lisa Recut
New Century Schlbk
New Century Schlbk Bold
New Century Schlbk Italic
New Century Schlbk BoldIt
Optima
Optima Bold
Optima Italic
Optima BoldItalic
Oxford

Helvetica
Helvetica, Bold
Helvetica, Italic
Helvetica, Bold Italic
Helvetica-Narrow
Helvetica-Narrow, Bold
Helvetica-Narrow, Italic
Helvetica-Narrow, Bold Italic
Helvetica Condensed
Helvetica Condensed, Bold
Helvetica Condensed, Italic
Helvetica Condensed, Bold Italic
Hoefler Text Ornaments
Joanna MT
Joanna MT, Bold
Joanna MT, Italic
Joanna MT, Bold Italic
Letter Gothic
Letter Gothic, Bold
Letter Gothic, Italic
Letter Gothic, Bold Italic
LubalinGraph
LubalinGraph, Bold
LubalinGraph, Italic
LubalinGraph, Bold Italic
Marigold
Mona Lisa Recut
NewCenturySchlbk
NewCenturySchlbk, Bold
NewCenturySchlbk, Italic
NewCenturySchlbk, Bold Italic
Optima
Optima, Bold
Optima, Italic
Optima, Bold Italic
Oxford

Palatino-Roman	Palatino	Palatino
Palatino-Bold	Palatino Bold	Palatino, Bold
Palatino-Italic	Palatino Italic	Palatino, Italic
Palatino-BoldItalic	Palatino BoldItalic	Palatino, Bold Italic
StempelGaramond-Roman	StempelGaramond Roman	StempelGaramond Roman
StempelGaramond-Bold	StempelGaramond Bold	StempelGaramond Roman, Bold
StempelGaramond-Italic	StempelGaramond Italic	StempelGaramond Roman, Italic
StempelGaramond-BoldItalic	StempelGaramond BoldItalic	StempelGaramond Roman, Bold Italic
Symbol	Symbol	Symbol
Tekton	Tekton	Tekton
Times-Roman	Times	Times
Times-Bold	Times Bold	Times, Bold
Times-Italic	Times Italic	Times, Italic
Times-BoldItalic	Times BoldItalic	Times, Bold Italic
TimesNewRomanPS-BoldMT	Times New Roman Bold	Times New Roman, Bold
TimesNewRomanPS-BoldItalicMT	Times New Roman Bold Italic	Times New Roman, Bold Italic
TimesNewRomanPS-ItalicMT	Times New Roman Italic	Times New Roman, Italic
TimesNewRomanPSMT	Times New Roman	Times New Roman
Univers-Extended	Univers Extended	Univers Extended
Univers-BoldExt	Univers BoldExt	Univers Extended, Bold
Univers-ExtendedObl	Univers ExtendedObl	Univers Extended, Italic
Univers-BoldExtObl	Univers BoldExtObl	Univers Extended, Bold Italic
Univers-Light	Univers 45 Light	Univers 45 Light
Univers-Bold	Univers 65 Bold	Univers 45 Light, Bold
Univers-LightOblique	Univers 45 LightOblique	Univers 45 Light, Italic
Univers-BoldOblique	Univers 65 BoldOblique	Univers 45 Light, Bold Italic
Univers	Univers 55	Univers 55
Univers-Oblique	Univers 55 Oblique	Univers 55, Italic
Univers-CondensedBold	Univers 67 CondensedBold	Univers 47 CondensedLight, Bold
Univers-CondensedBoldOblique	Univers 67 CondensedBoldObl	Univers 47 CondensedLight, Bold Italic
Univers-Condensed	Univers 57 Condensed	Univers 57 Condensed
Univers-CondensedOblique	Univers 57 CondensedOblique	Univers 57 Condensed, Italic
ZapfChancery-MediumItalic	Zapf Chancery	ZapfChancery
ZapfDingbats	Zapf Dingbats	ZapfDingbats

TrueType fonts

The GA-1140 includes 10 TrueType fronts:

PostScript name:	Mac OS menu name:	Windows menu name, style:
Apple-Chancery	Apple Chancery	Apple Chancery
Chicago	Chicago	Chicago
Geneva	Geneva	Geneva
HoeflerText-Black	Hoefler Text Black	Hoefler Text Black
HoeflerText-BlackItalic	Hoefler Text Black	Hoefler Text Black, Italic
HoeflerText-Italic	Hoefler Text	Hoefler Text, Italic
HoeflerText-Regular	Hoefler Text	Hoefler Text
Monaco	Monaco	Monaco
New York	New York	New York
Wingdings-Regular	Wingdings	Wingdings

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