M 2700/2701

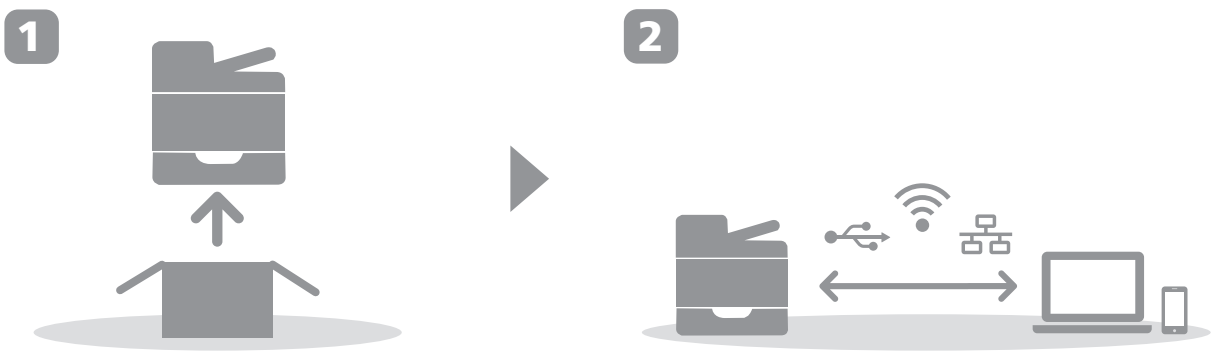
Setup Guide

Setting Up the Machine 1

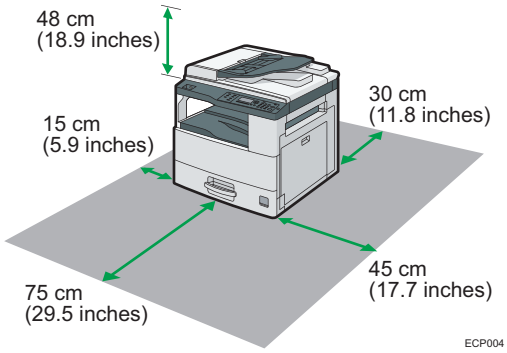
Installing the Software 2

Scan settings 3

Control Panel Sheet



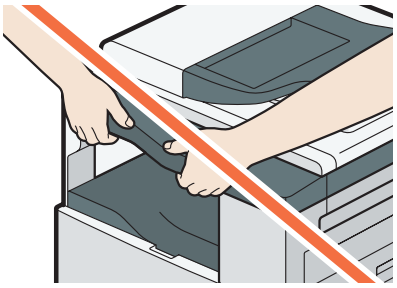
1. Setting Up the Machine



ECP004

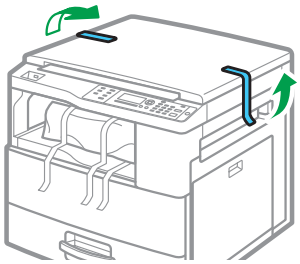
DZV179

DZV180

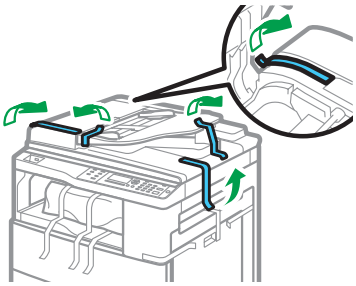

DZV178

Power Source
220 - 240 V, 50/60 Hz, 6.6 A

1 M 2700


DZV127

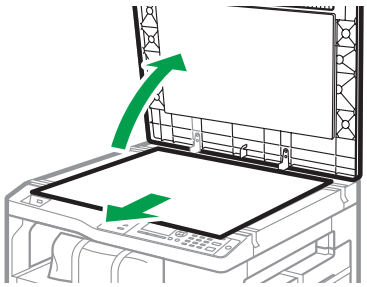
M 2701

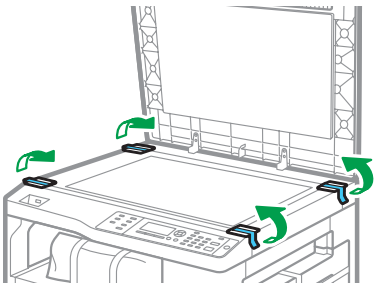

DZV103

2 M 2701

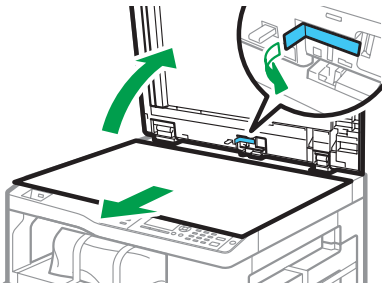
DZV104

3 M 2700

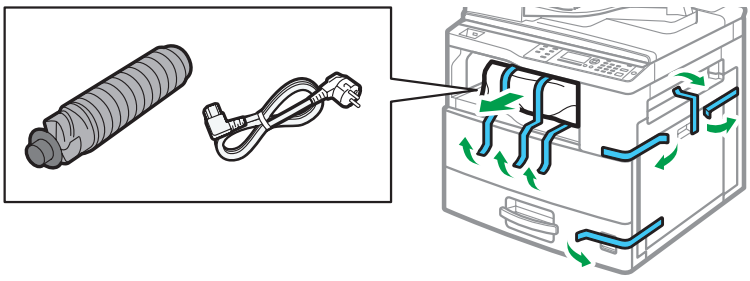

DZV128


DZV129

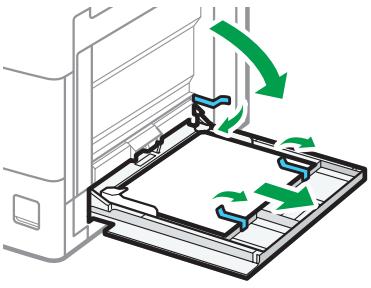
M 2701


DZV105

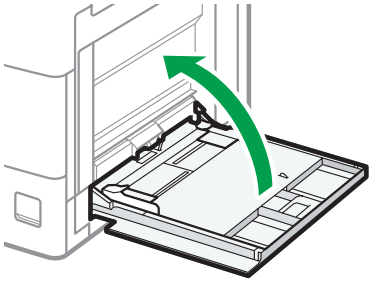
4


DZV106

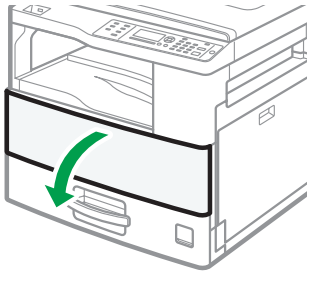
5


DZV107

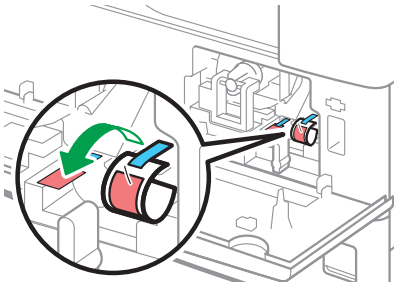
6


DZV108

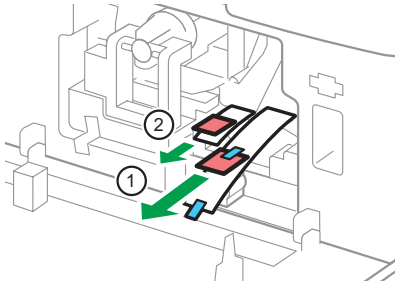
7


DZV109

8

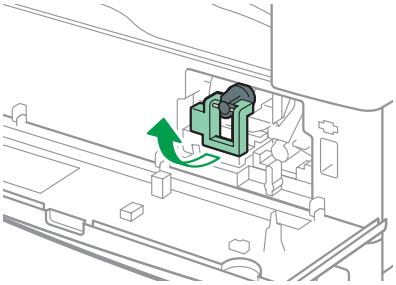

DZV110

9



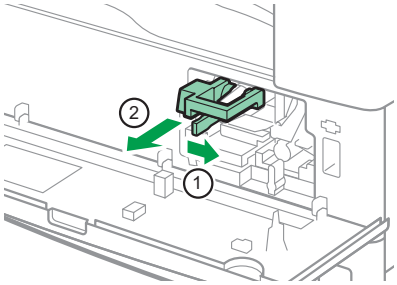
DZV111

10



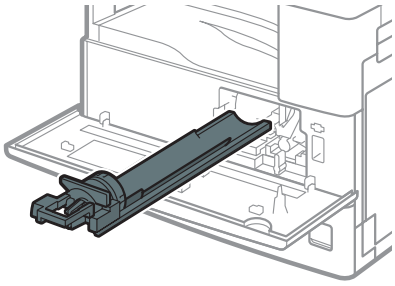
DZV112

11



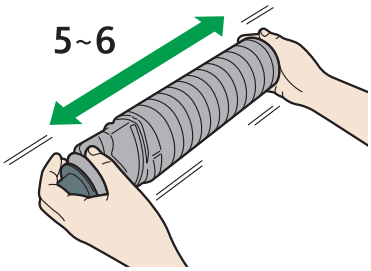
DZV113

12



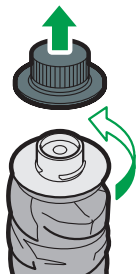
DZV114

13



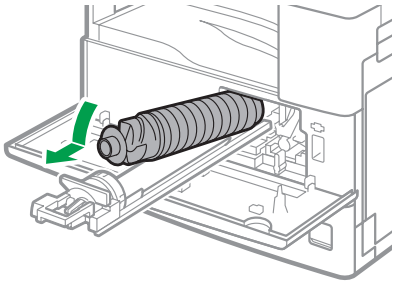
DZV115

14



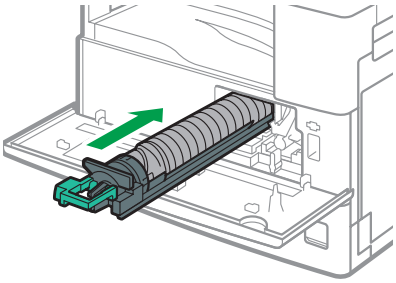
DZV116

15

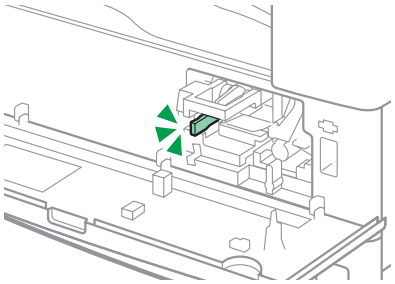


DZV117

16

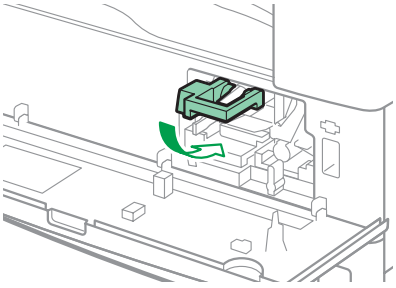


DZV118



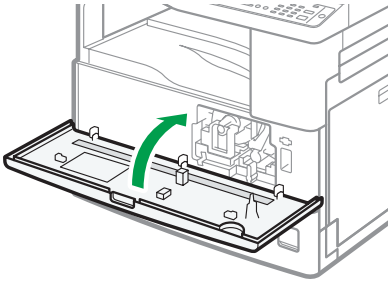
DZV175

17



DZV119

18

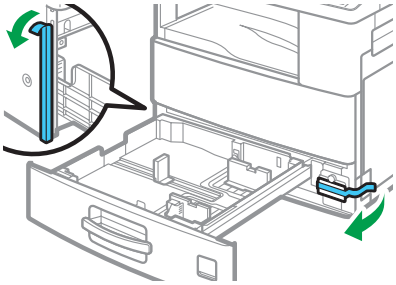


DZV120

19

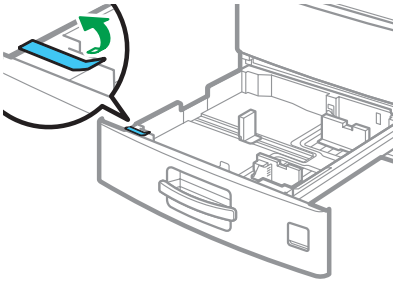
DZV121

20



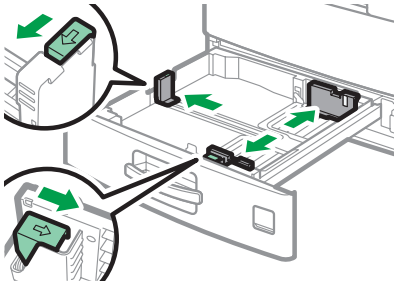
ECP001

21



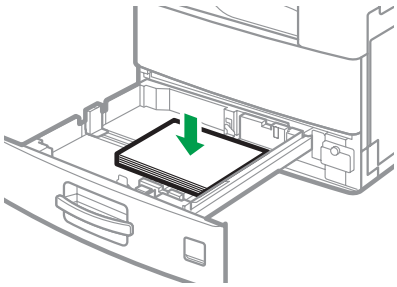
ECP002

22



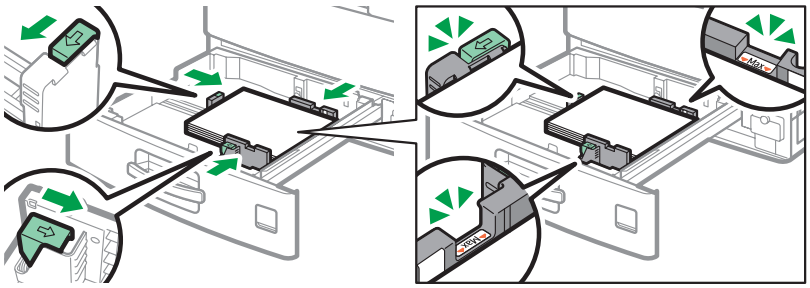
DZV122

23



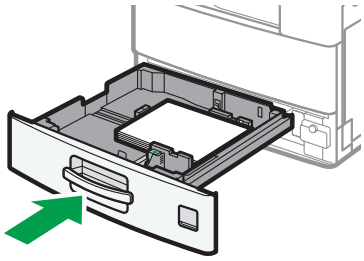
DZV123

24



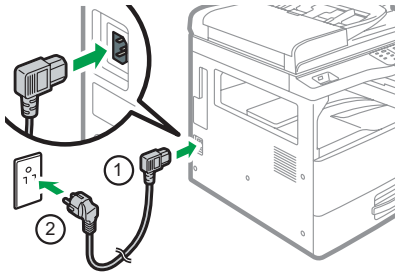
DZV124

25



DZV125

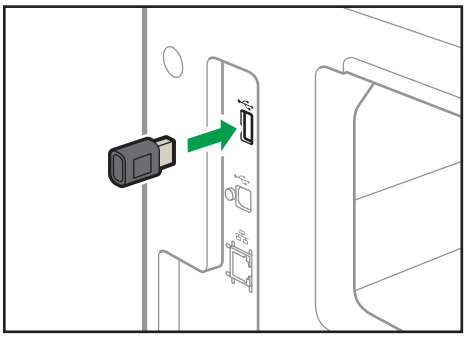
26



DZV126

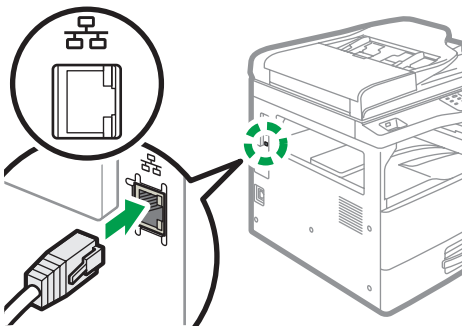
27

When using a wireless (Wi-Fi) connection, connect the wireless LAN option and proceed to Step 28.



DZV407

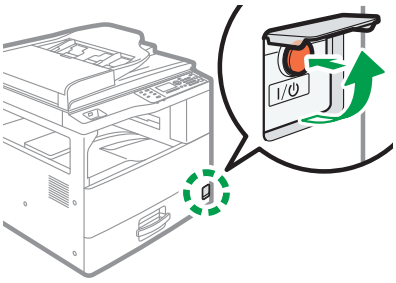
When using a wired (Ethernet) connection, connect the Ethernet cable and proceed to Step 28.



DZV132

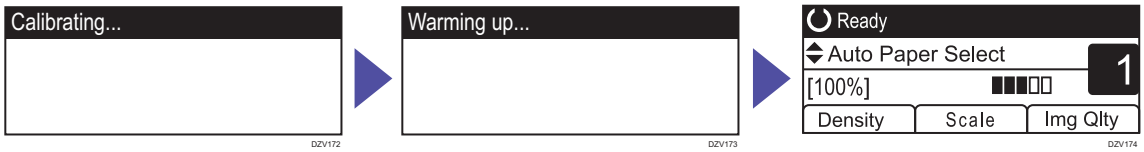
When using a USB connection, do not connect the cable and proceed to Step 28.

28

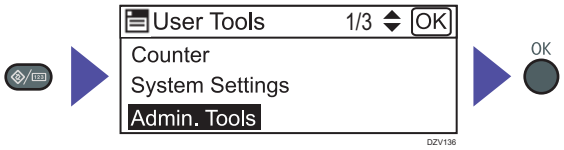


ECP003

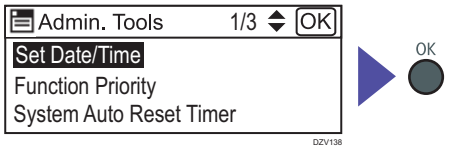
29



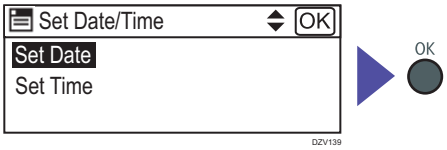
30



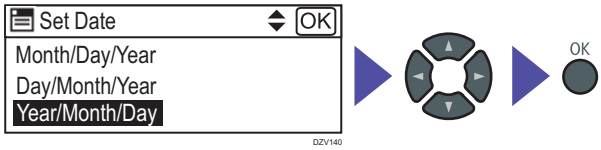
31



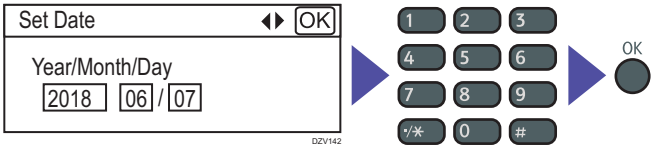
32



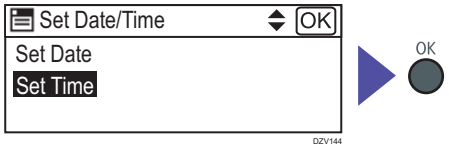
33



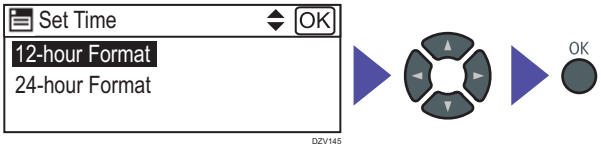
34



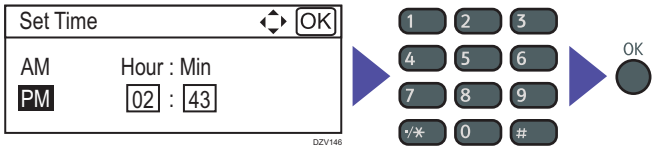
35



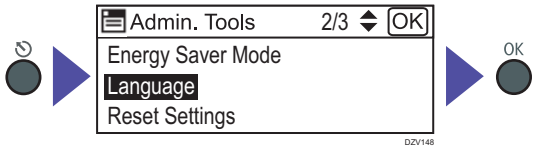
36



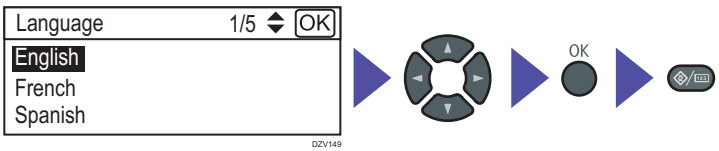
37



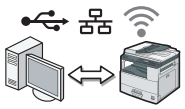
38



39



➡ P.5



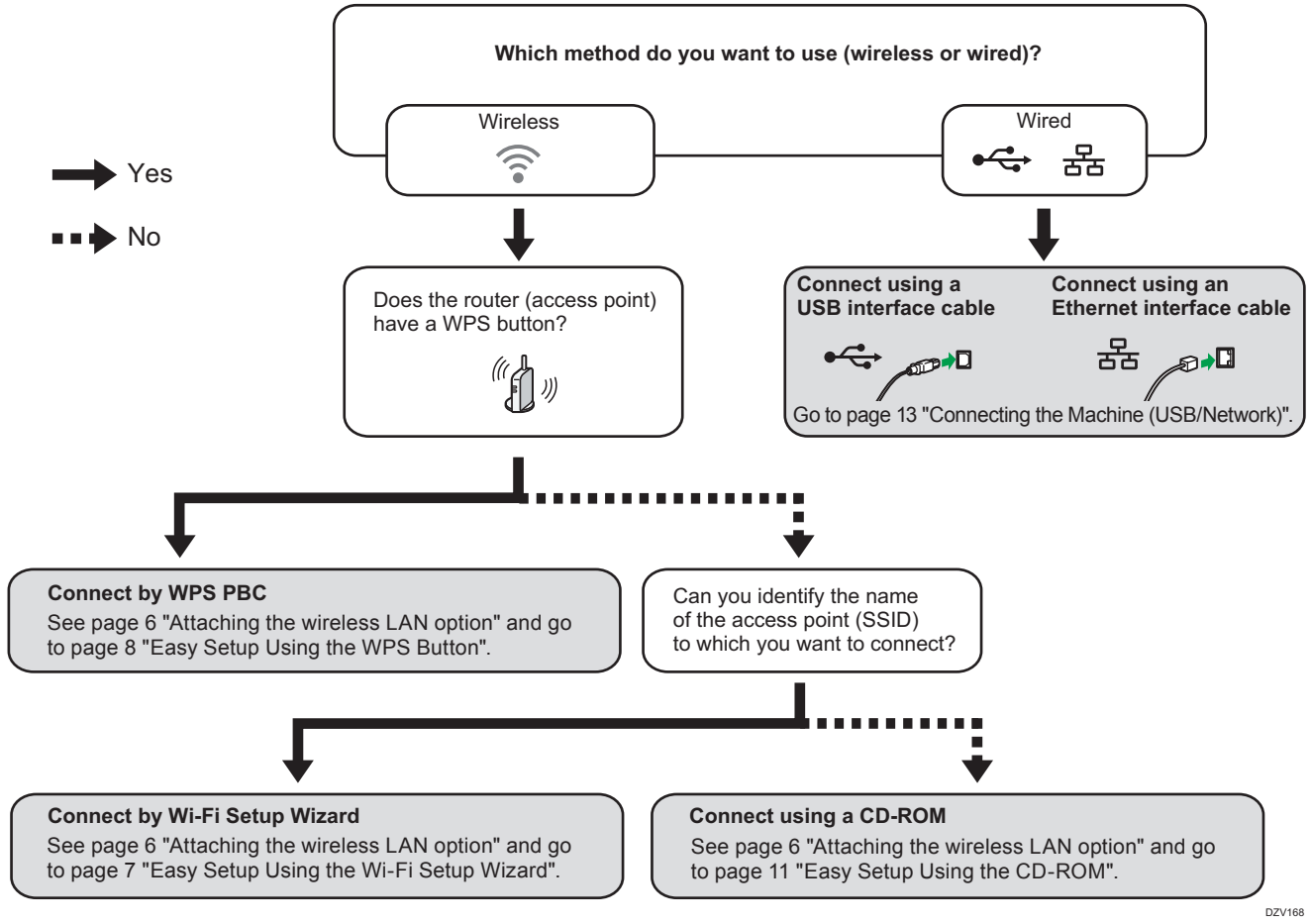
Install the software to use the machine.

Go to page 6 “2. Installing the Software”.

2. Installing the Software

Check how the computer is connected

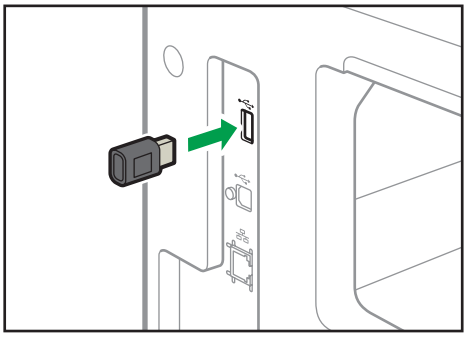
Specify how to connect to your computer according to the communication environment of your system.
The wireless LAN (Wi-Fi) connection is available when you attach a wireless LAN option to the USB port on the left side of the machine.



- You can use both the CD-ROM and Wi-Fi Setup Wizard to configure the Wireless (Wi-Fi) settings for the machine.
- To connect using a PIN code, see page 6 "Attaching the wireless LAN option" and go to page 10 “Easy Setup Using a PIN Code”.

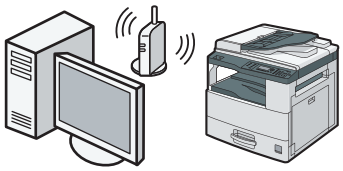
■Attaching the wireless LAN option

Turn off the machine, and then insert the wireless LAN option into the USB port on the left side of the machine.



Connecting the Machine via Wireless (Wi-Fi) Windows

To use the machine with a Wireless (Wi-Fi) connection, we recommend setting up the Wireless (Wi-Fi) settings of the machine first, and then installing the printer driver.



DZV169

Easy Setup Using the Wi-Fi Setup Wizard

From the control panel of this machine, you can also configure the Wireless (Wi-Fi) settings for the machine.

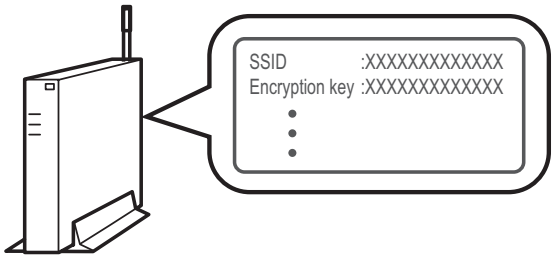
Note

The following item is necessary to set up a Wireless (Wi-Fi) connection.

- **Router (access point)**

Checking the SSID and Encryption key

The SSID and Encryption key for the router (access point) may be printed on a label affixed to the router (access point). For details about the SSID and Encryption key, refer to the router (access point) manual.



DSG099

Confirm the SSID and Encryption key, and write them down on the blank space as shown below.

SSID:

Encryption key:

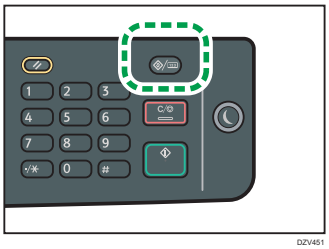
Configuring Settings Using the Control Panel

Important

- **Make sure the Ethernet cable is not connected to the machine.**

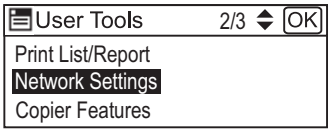
1. **Check that the router (access point) is working correctly.**
2. **Make sure the wireless LAN option is attached to the machine.**

   For details, see page 6 "Attaching the wireless LAN option".
3. **Press the [User Tools/Counter] key.**



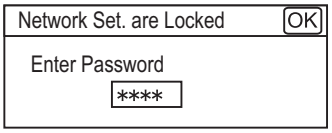
DZV451

4. **Press the [▼] or [▲] key to select [Network Settings], and then press the [OK] key.**



DZV150

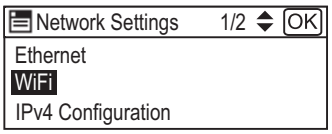
5. **If you are requested to enter a password, enter the password using the number keys, and then press the [OK] key.**



DZV151

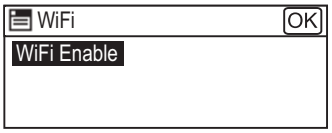
A password for accessing the [Network Settings] menu can be specified in [Admin. Tools Lock] under [Admin. Tools] menu.

6. **Press the [▼] or [▲] key to select [WiFi], and then press the [OK] key.**



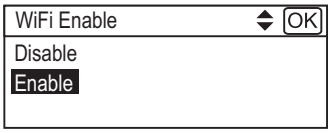
DZV152

7. **Check [WiFi Enable] is selected, and then press the [OK] key.**



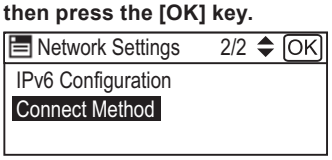
DZV153

8. **Press the [▼] or [▲] key to select [Enable], and then press the [OK] key.**



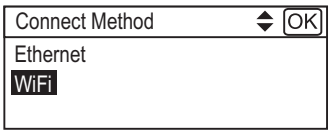
DZV154

9. **Turn off the machine and then turn on.**
10. **Repeat Steps 3 to 5.**
11. **Press the [▼] or [▲] key to select [Connect Method], and then press the [OK] key.**



DZV155

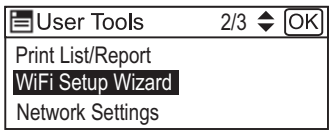
12. **Press the [▼] or [▲] key to select [WiFi], and then press the [OK] key.**



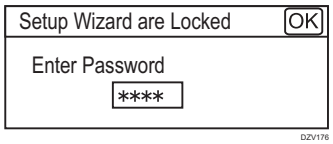
DZV156

13. **Press the [Escape] key.**

14. **Press the [▼] or [▲] key to select [WiFi Setup Wizard], and then press the [OK] key.**



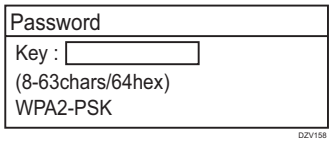
15. **If you are requested to enter a password, enter the password using the number keys, and then press the [OK] key.**



A password for accessing the [WiFi Setup Wizard] menu can be specified in [Admin. Tools Lock] under [Admin. Tools] menu.

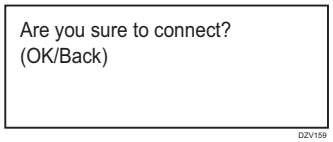
16. **Press the [▼] or [▲] key to select SSID of the router (access point) from the searched SSID list, and then press the [OK] key.**

17. **Enter the encryption key using the number keys, and then press the [OK] key.**



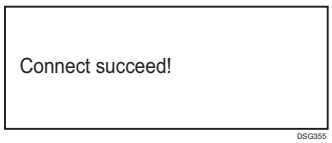
- As the passphrase, you can enter either 8 to 63 ASCII characters (0x20-0x7e) or 64 hexadecimal digits (0-9, A-F, a-f).
- For details about checking the encryption key, see “Checking the SSID and Encryption key”.

18. **Press the [OK] key.**

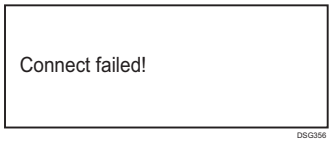


19. **Check the result.**

Connection has succeeded:



Connection has failed:



- Check the configuration for the router (access point), and then try the connection again.

Configuring the Wireless (Wi-Fi) settings is complete.

To use the printer driver, install the printer driver according to the procedure on page 11 "Easy Setup Using the CD-ROM" and select "Automatically configure the printer network" on Step 6.

Easy Setup Using the WPS Button

Important

- **Make sure the Ethernet cable is not connected to the machine.**
- **In Steps 16 to 18, configure each setting within two minutes.**

Note

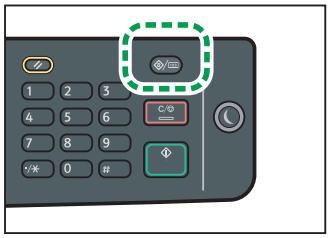
The following item is necessary to set up a Wireless (Wi-Fi) connection.
- **Router (access point)**

1. **Check that the router (access point) is working correctly.**

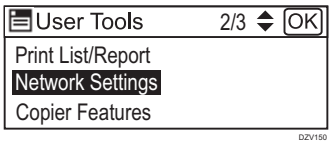
2. **Make sure the wireless LAN option is attached to the machine.**

For details, see page 6 "Attaching the wireless LAN option".

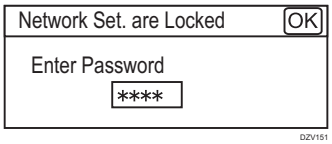
3. **Press the [User Tools/Counter] key.**



4. **Press the [▼] or [▲] key to select [Network Settings], and then press the [OK] key.**

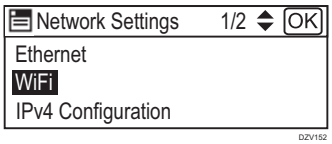


5. **If you are requested to enter a password, enter the password using the number keys, and then press the [OK] key.**

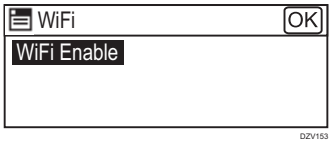


A password for accessing the [Network Settings] menu can be specified in [Admin. Tools Lock] under [Admin. Tools] menu.

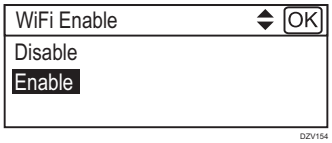
6. **Press the [▼] or [▲] key to select [WiFi], and then press the [OK] key.**



7. **Check [WiFi Enable] is selected, and then press the [OK] key.**



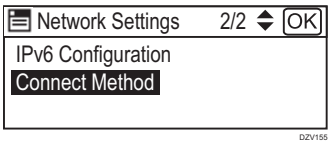
8. **Press the [▼] or [▲] key to select [Enable], and then press the [OK] key.**



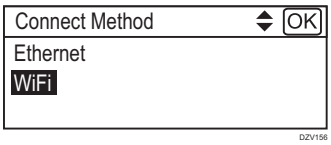
9. **Turn off the machine and then turn on.**

10. **Repeat Steps 3 to 5.**

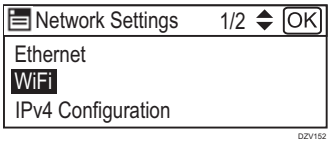
11. **Press the [▼] or [▲] key to select [Connect Method], and then press the [OK] key.**



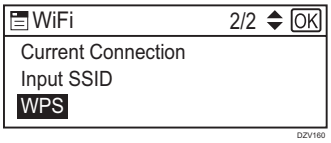
12. **Press the [▼] or [▲] key to select [WiFi], and then press the [OK] key.**



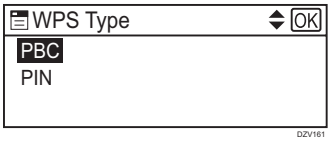
13. **Press the [▼] or [▲] key to select [WiFi], and then press the [OK] key.**



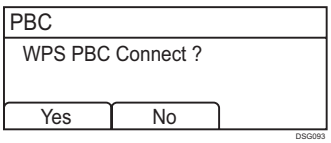
14. **Press the [▼] or [▲] key to select [WPS], and then press the [OK] key.**



15. **Press the [▼] or [▲] key to select [PBC], and then press the [OK] key.**

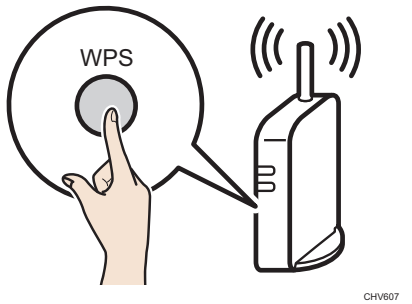


16. **Press the selection key under [Yes].**



"Please push the [AP] within 2 minutes" appears, and the machine starts to connect in PBC method.

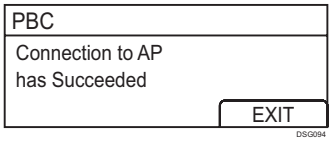
17. **Press the WPS button on the router (access point) within two minutes.**



- For details about how to use the WPS button, refer to the manuals for the router (access point).

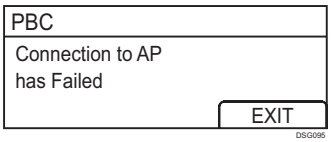
18. **Check the result.**

Connection has succeeded:



- Press the selection key under [EXIT] to return to the screen displayed in Step 15, and then press the [User Tools/Counter] key to return to the initial screen.

Connection has failed:



- Press the selection key under [EXIT] to return to the screen displayed in Step 15. Check the configuration for the router (access point), then try the connection again.

Configuring the Wireless (Wi-Fi) settings is complete.

To use the printer driver, install the printer driver according to the procedure on page 11 "Easy Setup Using the CD-ROM" and select "Automatically configure the printer network" on Step 6.

Easy Setup Using a PIN Code

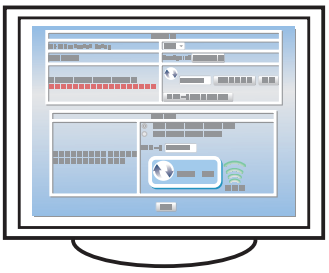
Important

- Make sure the Ethernet cable is not connected to the machine.
- In Steps 19 to 21, configure each setting within two minutes.

Note

- To establish a connection using the PIN code, use a computer that is connected to the router (access point).
- The following item is necessary to set up a Wireless (Wi-Fi) connection.
  - Router (access point)

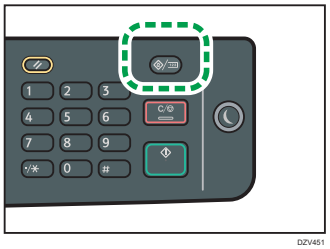
1. **Check that the router (access point) is working correctly.**
2. **Open the PIN code configuration window (web page) for the router (access point) on your computer.**



3. **Make sure the wireless LAN option is attached to the machine.**

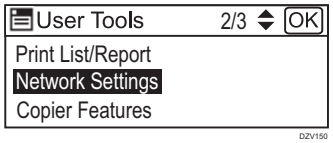
   For details, see page 6 "Attaching the wireless LAN option".

4. **Press the [User Tools/Counter] key.**



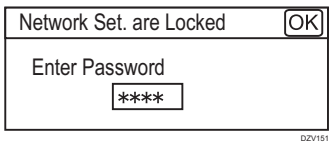
DZV451

5. **Press the [▼] or [▲] key to select [Network Settings], and then press the [OK] key.**



DZV150

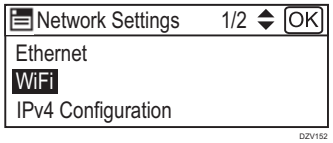
6. **If you are requested to enter a password, enter the password using the number keys, and then press the [OK] key.**



DZV151

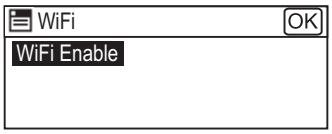
   A password for accessing the [Network Settings] menu can be specified in [Admin. Tools Lock] under [Admin. Tools] menu.

7. **Press the [▼] or [▲] key to select [WiFi], and then press the [OK] key.**



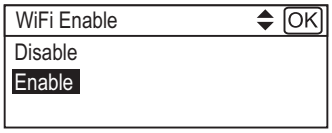
DZV152

8. **Check [WiFi Enable] is selected, and then press the [OK] key.**



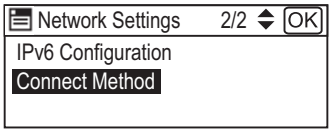
DZV153

9. **Press the [▼] or [▲] key to select [Enable], and then press the [OK] key.**



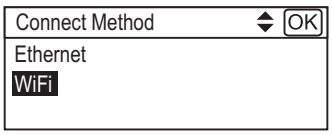
DZV154

10. **Turn off the machine and then turn on.**
11. **Repeat Steps 4 to 6.**
12. **Press the [▼] or [▲] key to select [Connect Method], and then press the [OK] key.**



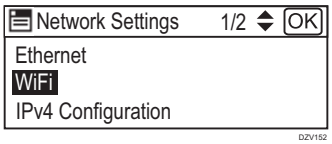
DZV155

13. **Press the [▼] or [▲] key to select [WiFi], and then press the [OK] key.**



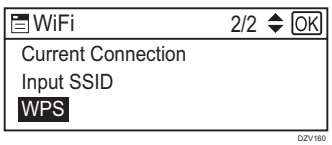
DZV156

14. **Press the [▼] or [▲] key to select [WiFi], and then press the [OK] key.**



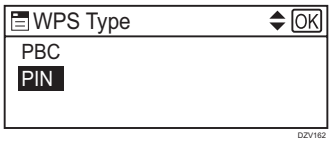
DZV152

15. **Press the [▼] or [▲] key to select [WPS], and then press the [OK] key.**



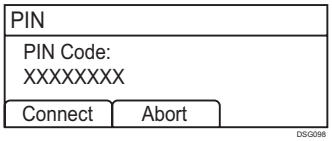
DZV160

16. **Press the [▼] or [▲] key to select [PIN], and then press the [OK] key.**



DZV162

17. **Check the PIN code.**



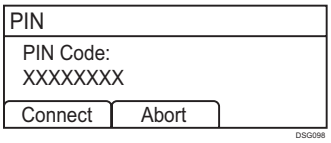
DSG098

    Write down the PIN code in case you might forget it.

18. **Enter the machine's PIN code (8 digits) on the router (access point)'s web page.(The web page accessed in Step 2)**

19. **Execute WPS (PIN system) from the router (access point)'s web page.**

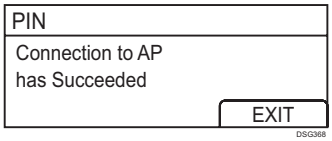
20. **Press the selection key under [Connect].**



"Please wait for 2 minutes" appears and connecting with PIN method starts.

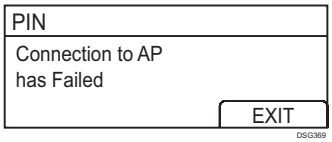
21. **Check the result.**

Connection has succeeded:



- Press the selection key under [EXIT] to return to the screen displayed in Step 16, and then press the [User Tools/Counter] key to return to the initial screen.

Connection has failed:



- Press the selection key under [EXIT] to return to the screen displayed in Step 16. Check the configuration for the router (access point), then try the connection again.

Configuring the Wireless (Wi-Fi) settings is complete.

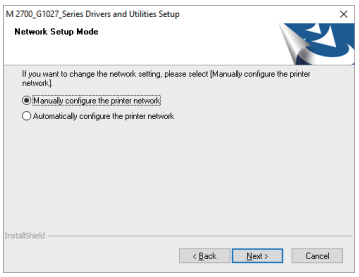
To use the printer driver, install the printer driver according to the procedure on page 11 "Easy Setup Using the CD-ROM" and select "Automatically configure the printer network" on Step 6.

Easy Setup Using the CD-ROM

Using the CD-ROM supplied with this machine, you can install the driver from your computer and configure the Wireless (Wi-Fi) settings for this machine.
If you intend to use this machine mainly from computers, we recommend using the CD-ROM to configure the settings.

Note

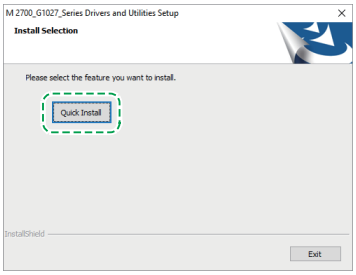
- **The following items are necessary to set up a Wireless (Wi-Fi) connection.**
- **USB interface cable**
  Using the USB cable is needed to update the settings of this machine when it is installed or the Wireless (Wi-Fi) settings change in your environment. See Step 6 to connect your computer to this machine.
- **Router (access point)**
- **CD-ROM supplied with the machine**
- **To install the software, quick installation and manual installation can be used. Using the manual installation, you can specify data to be installed as you prefer.**



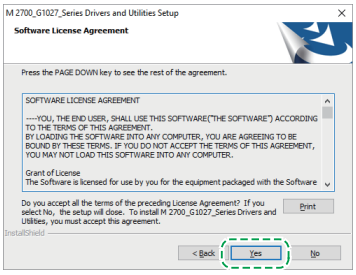
1. **Turn on your computer.**
2. **Insert the provided CD-ROM into the CD-ROM drive of the computer.**

   If your computer does not have a CD-ROM drive, download a setup file from our website.

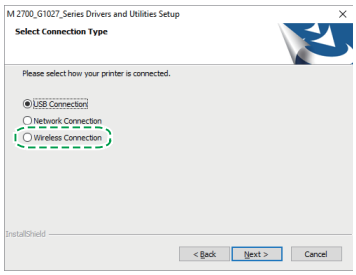
3. **Click [Quick Install].**



4. **The software license agreement appears in the [Software License Agreement] dialog box. After reading the agreement, click [Yes].**



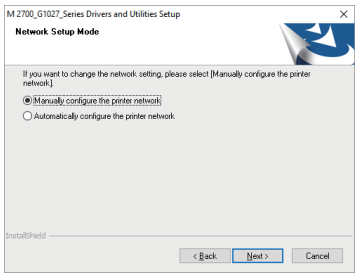
5. **Select [Wireless Connection] and click [Next].**



6. **Select [Manually configure the printer network] when installing this machine.**

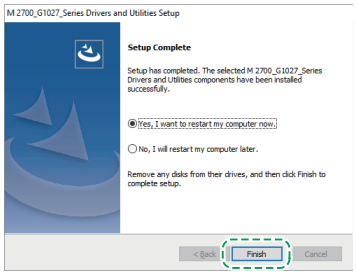
   Connect your computer and this machine by using the USB cable.

   Select [Automatically configure the printer network] when configuring the Wireless (Wi-Fi) settings for this machine is completed.

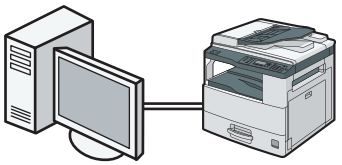


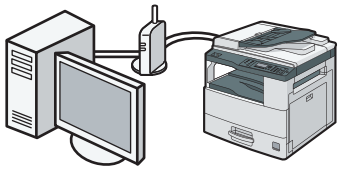
7. **Follow the instructions in the setup wizard.**

8. **Click [Finish] in the [Setup Complete] dialog box. If the installer prompt you to restart Windows, reboot your computer.**



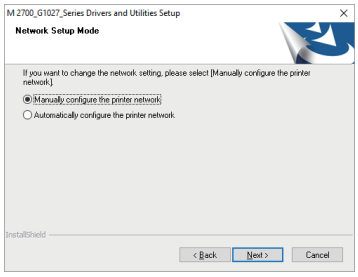
Setup is completed.


DZV170


DZV171

Note

- The following items are necessary to set up a wired connection.
- USB interface cable or Ethernet interface cable
- CD-ROM supplied with the machine
- To install the software for network connection, quick installation and manual installation can be used. Using the manual installation, you can specify data to be installed as you prefer.

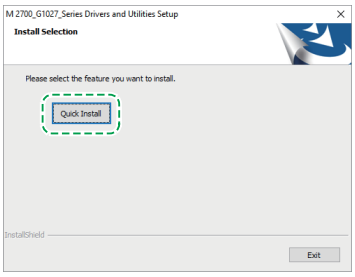


- If you connect the computer by a USB cable, do not connect the cable until you are instructed to do so on the screen.

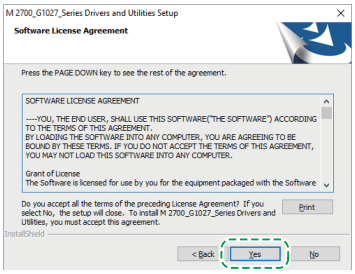
1. **Turn on your computer.**
2. **Insert the provided CD-ROM into the CD-ROM drive of the computer.**

   If your computer does not have a CD-ROM drive, download a setup file from our website.

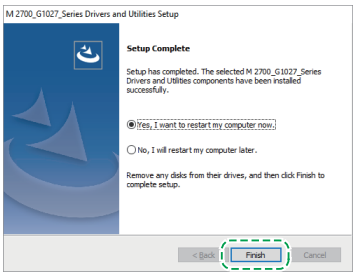
3. **Click [Quick Install].**



4. **The software license agreement appears in the [Software License Agreement] dialog box. After reading the agreement, click [Yes].**



5. **Select [USB Connection] or [Network Connection] according to communication environment or your device, and then click [Next].**
6. **Follow the instructions in the setup wizard.**
7. **Click [Finish] in the [Setup Complete] dialog box. If the installer prompt you to restart Windows, reboot your computer.**



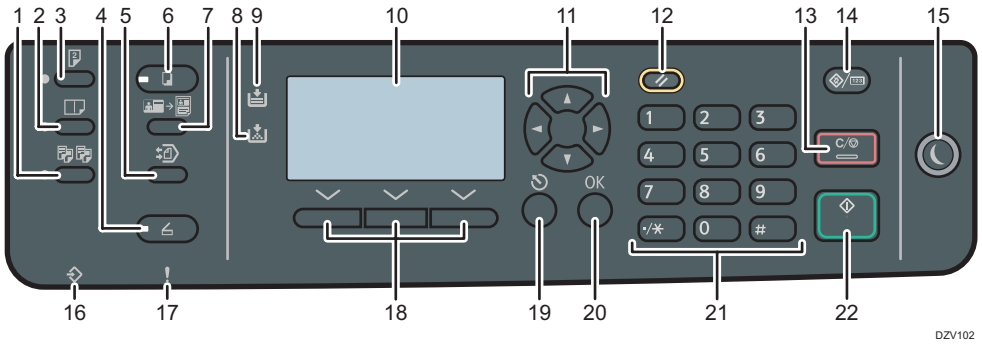
Setup is completed.

3. Scan settings

■For those using the scanner features for the first time

For information about specifying the initial scan settings, see “What You Can Do with the Scanner Function”, User Guide in the provided CD-ROM or our website.

Control Panel Sheet



1	[Sort] key	12	[Reset] key
2	[Combine] key	13	[Clear/Stop] key
3	[Duplex] key	14	[User Tools/Counter] key
4	[Scanner] key	15	[Energy Saver] key
5	[Folder Print] key	16	Data In Indicator
6	[Copy] key	17	Alert Indicator
7	[ID Card Copy] key	18	Selection keys
8	Add Toner Indicator	19	[Escape] key
9	Load Paper Indicator	20	[OK] key
10	Screen	21	Number keys
11	Scroll keys	22	[Start] key

For safe and correct use, please be sure to read the Safety Information before using the machine.

Trademark

Wi-Fi, Wi-Fi Protected Setup, WPA, Wi-Fi Protected Access, WPA2, and Wi-Fi Protected Access 2 are registered trademarks of Wi-Fi Alliance.
Windows® is a registered trademark of Microsoft Corporation in the United States and/or other countries/regions.
Other product names used herein are for identification purposes only and might be trademarks of their respective companies. We disclaim any and all rights to those marks.
All Microsoft product screenshots are reprinted with permission from the Microsoft Corporation.

© 2018