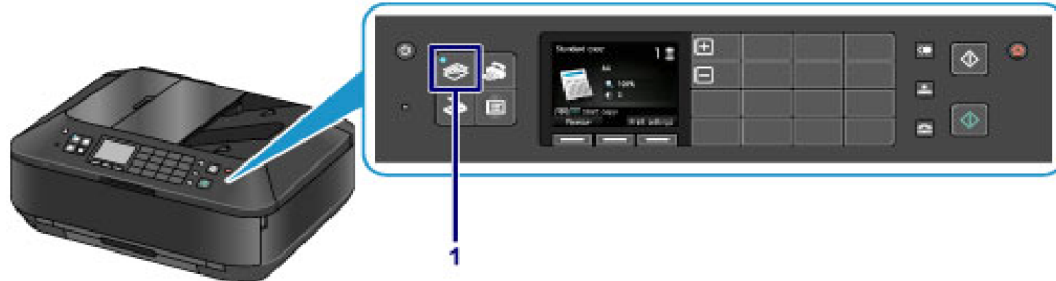


S003

Copying Originals

This section describes how to load originals and copy them to plain paper.

1. Press the COPY button.

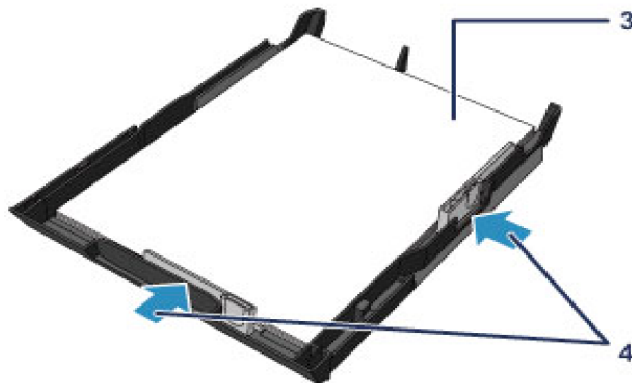


2. Pull out the cassette (lower) from the machine.



3. Load the paper stack WITH THE PRINT SIDE FACING DOWN.

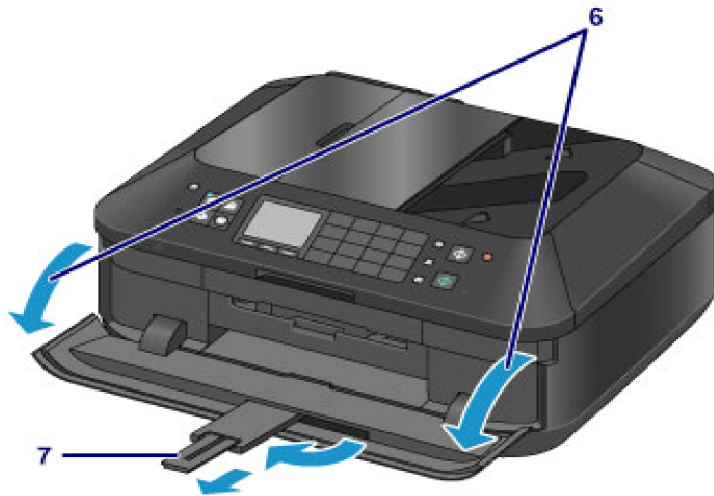
4. Adjust the paper guides.



5. Insert the cassette (lower) into the machine.

6. Open the paper output tray.

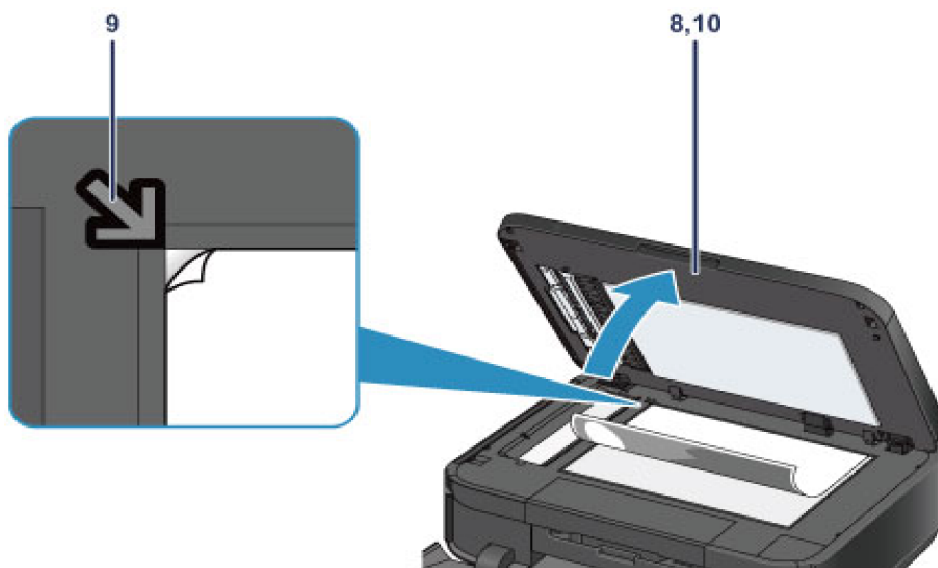
7. Extend the paper output support.



8. Open the document cover.

9. Load the original WITH THE SIDE TO COPY FACING DOWN and align it with the alignment mark.

10. Close the document cover.



▶▶▶ Note

- To copy two or more documents continuously, load them in the ADF (Auto Document Feeder).



11. Press the Black button or Color button.



Important

- Do not open the document cover until copying is complete.

Note

- Your machine is equipped with many other convenient copy features. For details, refer to the Online Manual.

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