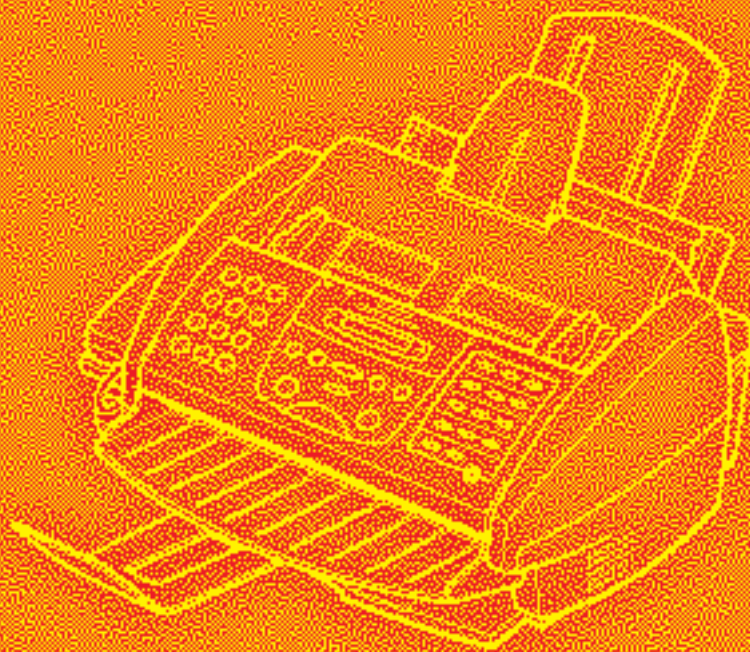


Canon

MultiPASS™ C70

USER'S GUIDE



ENGLISH

Although this equipment can use either loop disconnect or DTMF signalling, only the performance of the DTMF signalling is subject to regulatory requirements for correct operation. It is therefore strongly recommended that the equipment is set to use DTMF signalling for access to public or private emergency services. DTMF signalling also provides faster call set up.

Copyright

Copyright © 1999 by Canon, Inc. All rights reserved. No part of this publication may be reproduced, transmitted, transcribed, stored in a retrieval system, or translated into any language or computer language in any form or by any means, electronic, mechanical, magnetic, optical, chemical, manual, or otherwise, without the prior written permission of Canon, Inc.

Trademarks

Canon® and BJ® are registered trademarks. BCI™, MultiPASS™, UHQ™, and Bubble Jet™ are trademarks of Canon Inc.

Centronics® is a registered trademark of Centronics Data Computer Corporation.

IEEE™ is a trademark of Institute of Electrical and Electronics Engineers, Inc.

Microsoft® and Windows® are registered trademarks of Microsoft Corporation.

All other product and brand names are registered trademarks, trademarks or service marks of their respective owners.



As an ENERGY STAR® Partner, Canon has determined that the MultiPASS C70 meets the Energy Star guidelines for energy efficiency.

The International ENERGY STAR® Office Equipment Program is an international program that promotes energy saving through the use of computers and other office equipment. The program backs the development and dissemination of products with functions that effectively reduce energy consumption. It is an open system in which business proprietors can participate voluntarily. The targeted products are office equipment such as computers, displays, printers, facsimiles, and copiers. Their standards and logos are uniform among participating nations.

For Your Safety (Australia Only)

To ensure safe operation the three-pin plug supplied must be inserted only into a standard three-pin power point which is effectively earthed through the normal household wiring.

Extension cords used with the equipment must be three-core and be correctly wired to provide connection to earth. Wrongly wired extension cords are a major cause of fatalities.

The power point shall be located near the equipment and shall be easily accessible.

The fact that the equipment operates satisfactorily does not imply that the power point is earthed and the installation is completely safe. For your safety, if in any doubt about the effective earthing of the power point, consult a qualified electrician.

Caution (New Zealand Only)

1. This equipment may not necessarily provide for the effective hand-over of a call to or from a telephone connected to the same line.
2. The operation of this equipment on the same line as telephone or other equipment with audible warning devices or automatic ring detectors will give rise to bell tinkle or noise and may cause false tripping of the ring detector. Should such problems occur, the user is not to contact Telecom faults service.
3. Should this equipment become physically damaged, disconnect immediately from the Telecom connection and power source and contact your nearest service agent.
4. To relocate this equipment please.
 - 1) Disconnect the equipment from the Telecom connection.
 - 2) Disconnect the equipment from the power source.
 - 3) Reconnect the equipment to the power source.
 - 4) Reconnect the equipment to the Telecom connection.

5. If the supply cord of this equipment is damaged, it must be replaced by the special cord (Parts No.: HH2-1910).
6. Not all standard telephones will respond to incoming ringing when connected to the extension socket.
7. This device may be subject to bell tinkle, or mistakenly enter receive mode when calls are made from another device on the same line. If this occurs, the problem should not be referred to the Telecom Faults service.
8. Please note when you connect an extension phone to this device, if you use an extension phone which has features such as "last number redial", redial memory numbers may be lost.

Contents

Chapter 1: Introducing the MultiPASS C70

Welcome	1-2
Main Features of the MultiPASS C70	1-3
Colour and Plain Paper Fax Features	1-4
PC Colour Fax Features	1-6
Colour Copier Features	1-7
Telephone Features	1-7
Colour Printer Features	1-8
Colour Scanner Features	1-9
Using the MultiPASS C70 With the MultiPASS Desktop Manager for Windows®	1-10
Hardware and Software Requirements	1-10
Supplies	1-11
BJ Cartridges and BJ Tanks	1-11
Special Print Media	1-12
Using Your Documentation	1-13
How to Use This Guide	1-13
Type Conventions Used in This Guide	1-15
Customer Support	1-17
Important Safety Instructions	1-18

Chapter 2: Setting Up Your MultiPASS C70

Choosing a Location for Your MultiPASS C70	2-3
Dimensions	2-4
Unpacking Your MultiPASS C70	2-5
Lifting the MultiPASS C70	2-5
Do You Have Everything?	2-6
Removing Shipping Materials	2-9
Removing the Shipping Tape	2-9
Removing the Protective Plastic Piece	2-9
Removing the Protective Sheet and Styrofoam Sheet	2-10

Assembling the MultiPASS C70	2-12
Attaching the Document Support.....	2-12
Attaching the Extension and Document Tray	2-13
Attaching the Handset.....	2-14
Making Connections	2-15
Connecting the MultiPASS C70 to Your PC.....	2-15
Connecting the Telephone Line.....	2-17
Connecting the Handset or a Telephone.....	2-18
Connecting an Extension Phone, Answering Machine, or Data Modem.....	2-19
Connecting the Power Cord.....	2-20
Main Components of the MultiPASS C70	2-23
Front View	2-23
Back View.....	2-24
Inside View	2-24
Handset	2-24
Operation Panel	2-25
Special Function Buttons.....	2-27
Installing the BJ Cartridge	2-29
BJ Cartridge Guidelines	2-29
Installing the BJ Cartridge in the MultiPASS C70	2-31
Storing a BJ Cartridge in its Container.....	2-37
Loading Paper.....	2-39
Paper Guidelines.....	2-39
Loading Paper in the Multi-Purpose Tray	2-40
Testing the MultiPASS C70	2-44

Chapter 3: Registering Information in the MultiPASS C70

Methods for Registering Information in the MultiPASS C70.....	3-2
Guidelines for Entering Information Via the Operation Panel	3-3
Using the One-Touch Speed Dialling/Special Function Buttons.....	3-4
Understanding and Accessing the Menus	3-5
Returning to a Previous Level.....	3-7
Returning Directly to Standby Mode.....	3-7

Entering Numbers, Letters, and Symbols.....	3-8
Correcting a Mistake.....	3-11
Registering Sender Information.....	3-12
What is Sender Information?	3-12
Entering the Date and Time	3-14
Registering Your Fax Number and Unit Name	3-15
Printing a List to Check the Sender Information.....	3-18
Setting the Telephone Line Type.....	3-19

Chapter 4: Document Handling

Document Requirements for Faxing, Copying, and Scanning.....	4-2
Scanned Image Area.....	4-4
Selecting Automatic/Manual Document Feed	4-5
Loading Documents for Automatic Feed.....	4-6
Trouble With Multipage Documents.....	4-9
Adding Pages to the Document.....	4-10
Loading Documents for Manual Feed.....	4-11

Chapter 5: Paper Handling

Print Media Requirements.....	5-2
Printable Areas	5-3
Papers.....	5-3
Envelopes	5-4
Selecting Print Media.....	5-5
Print Media Guidelines	5-9
Setting the Paper Thickness Lever.....	5-10
Loading Paper.....	5-13
Guidelines.....	5-13
Loading Envelopes.....	5-15
Using Canon's Specialty Papers.....	5-18
Specialty Paper Guidelines	5-18
Uncurling Back Print Film	5-19

Printing on High Resolution Paper HR-101	5-21
Using the Paper Output Guides	5-21
Using the Cleaning Sheet.....	5-22
Printing on Fabric Sheet FS-101.....	5-24
Printing on Banner Paper	5-26
 Chapter 6: Speed Dialling	
What is Speed Dialling?	6-2
Speed Dialling Methods	6-2
One-Touch Speed Dialling	6-2
Coded Speed Dialling.....	6-2
Group Dialling	6-2
One-Touch Speed Dialling	6-3
Registering Numbers for One-Touch Speed Dialling	6-3
Changing/Deleting a One-Touch Speed Dialling Entry	6-6
Using One-Touch Speed Dialling	6-9
Coded Speed Dialling	6-11
Registering Numbers for Coded Speed Dialling	6-11
Changing/Deleting a Coded Speed Dialling Entry	6-14
Using Coded Speed Dialling.....	6-17
Group Dialling	6-19
Creating Groups.....	6-19
Changing/Deleting a Group Dialling Entry	6-23
Using Group Dialling.....	6-24
Speed Dialling Lists	6-26
Printing the One-Touch or Coded Speed Dial List.....	6-26
One-Touch Speed Dial List	6-27
Coded Speed Dial List.....	6-28
Printing the Group Dial List	6-29
Group Dial List	6-30

Chapter 7: Sending Faxes

Preparing to Send a Fax	7-3
Documents You Can Fax	7-3
Adjusting the Quality of Your Faxes	7-3
Setting Colour or Black & White Transmission.....	7-3
Setting the Scanning Resolution	7-4
Setting the Scanning Contrast	7-6
Dialling Methods	7-8
Sending Methods.....	7-9
Overview.....	7-9
Memory Sending	7-9
Manual Sending Via the Handset	7-12
Cancelling Sending	7-14
Removing the Document From the Automatic Document Feeder (ADF).....	7-15
Redialling When the Line is Busy.....	7-17
Manual Redialling	7-17
Cancelling Manual Redialling.....	7-17
Automatic Redialling	7-17
What is Automatic Redialling?	7-17
Cancelling Automatic Redialling.....	7-18
Setting Up Automatic Redialling.....	7-20
Sequential Broadcasting	7-23
Sending a Document to More Than One Destination.....	7-23
Sending a Document Using Group Dialling	7-26
Delayed Sending.....	7-27
Sending Other Documents While the MultiPASS C70 is Set for Delayed Sending.....	7-27
Documents Stored in Memory	7-28
Printing a List of Documents in Memory	7-28
Printing a Document in Memory	7-29
Deleting a Document From Memory	7-33

Chapter 8: Receiving Faxes

Different Ways to Receive a Fax.....	8-3
Receiving Faxes Automatically: FAX ONLY MODE.....	8-5
Setting FAX ONLY MODE.....	8-5
Receiving Both Faxes and Telephone Calls Automatically:	
Fax/Tel Mode.....	8-8
Setting Fax/Tel Mode.....	8-8
Setting Up Fax/Tel Mode	8-10
Receiving Faxes Manually: MANUAL MODE	8-14
Setting MANUAL MODE.....	8-14
Receiving a Fax Manually.....	8-14
Receiving With an Answering Machine: ANS.MACHINE	
MODE	8-16
Setting ANS.MACHINE MODE	8-16
Using the MultiPASS C70 With an Answering Machine	8-17
Receiving Faxes to the MultiPASS Desktop Manager	8-18
When Your PC is Off	8-18
Network FAX/TEL Switching (Australia Only)	8-19
Setting the MultiPASS C70 for Network Switch	8-19
Network Switch System Operation.....	8-21
Network FAX/TEL Switching (New Zealand Only)	8-22
Setting the MultiPASS C70 for Network Switch	8-22
Network Switch System Operation.....	8-24
Receiving in Colour	8-25
Setting Colour Reception.....	8-25
Receiving While Registering, Copying, or Printing.....	8-27
Receiving Faxes in Memory When a Problem Occurs	8-28
Cancelling Receiving	8-31

Chapter 9: Special Features

Special Dialling.....	9-2
Dialling Through a Switchboard.....	9-2
Registering the Access Type and the Outside Line Access	
Number Under the R Button	9-2
Dialling a Long Distance Number (With Pauses).....	9-5

Switching Temporarily to Tone Dialling	9-7
Confirming a Dial Tone	9-9
Restricting Use of the MultiPASS C70	9-10
Enabling Restriction of the MultiPASS C70.....	9-10
Cancelling Restriction of the MultiPASS C70.....	9-12

Chapter 10: Making Copies

Documents You Can Copy	10-2
Copying Documents	10-2
Setting the Paper Type for Colour Copying.....	10-5
Setting the Length of the Bottom Margin for Colour Printing.....	10-7

Chapter 11: Reports and Lists

Summary of Lists and Reports	11-2
Summary of Abbreviations Used in Transaction Reports.....	11-4
Activity Report.....	11-5
Transmission (TX) Reports	11-6
Error TX Report.....	11-6
TX Report	11-6
TX Report With First Page.....	11-7
Multi-Transaction (TX/RX) Report.....	11-8
Reception (RX) Reports	11-9
Error RX Report.....	11-9
RX Report	11-9
Memory Clear Report	11-10

Chapter 12: Maintenance

MultiPASS C70 Guidelines	12-2
Periodic Cleaning	12-4
Cleaning the Outside of the MultiPASS C70	12-4
Cleaning the MultiPASS C70's Interior	12-5
Cleaning Inside the Printer Cover	12-5
Cleaning the Scanner Components	12-8
Cleaning the Rollers.....	12-11

BJ Cartridge	12-12
BJ Cartridges and BJ Tanks	12-12
Maintenance	12-14
Testing and Cleaning the BJ Cartridge Print Head	12-15
Printing the Nozzle Check Pattern.....	12-15
Cleaning the BJ Cartridge Print Head	12-17
When to Replace the BJ Cartridge	12-18
Replacing the BJ Cartridge	12-19
Replacing a BJ Tank in the BC-21e Colour BJ Cartridge.....	12-26
Transporting the MultiPASS C70	12-32

Chapter 13: Troubleshooting

If You Cannot Solve the Problem.....	13-2
Clearing Jams	13-4
Jams in the Automatic Document Feeder (ADF).....	13-4
Jams in the Multi-Purpose Tray.....	13-6
LCD Messages	13-7
Paper Feeding Problems.....	13-16
Faxing Problems	13-18
Sending Problems	13-18
Receiving Problems	13-20
Telephone Problems	13-23
Copying Problems	13-24
Print Quality Problems.....	13-25
Printing Problems.....	13-27
Colour Printing and Colour Copying Problems	13-32
General Problems	13-35
If a Power Cut Occurs	13-36

Chapter 14: Summary of Settings

The MultiPASS C70 Settings.....	14-2
Understanding the Menu System.....	14-3
Summary of Menus	14-3

User Settings	14-5
Accessing the User Settings Menu.....	14-5
User Settings Menu	14-6
Report Settings.....	14-7
Accessing the Report Settings Menu	14-7
Report Settings Menu	14-8
TX (Transmission) Settings	14-9
Accessing the TX Settings Menu	14-9
TX Settings Menu	14-10
RX (Reception) Settings	14-11
Accessing the RX Settings Menu	14-11
RX Settings Menu	14-12
Printer Settings	14-13
Accessing the Printer Settings Menu.....	14-13
Printer Settings Menu	14-14
System Settings.....	14-15
Accessing the System Settings Menu	14-15
System Settings Menu.....	14-16

Appendix A: Specifications

General Specifications	A-2
Facsimile	A-4
Copier	A-6
Telephone.....	A-7
Printer	A-8
BJ Cartridges	A-12
Scanner	A-13
MultiPASS Desktop Manager for Windows®	A-17

Appendix B: Handset

Handset	B-2
Package Contents	B-2
Attaching the Handset to Your MultiPASS C70	B-3
Maintaining Your Handset	B-9

<i>Glossary</i>	G-1
<i>Index</i>	I-1

Chapter 1

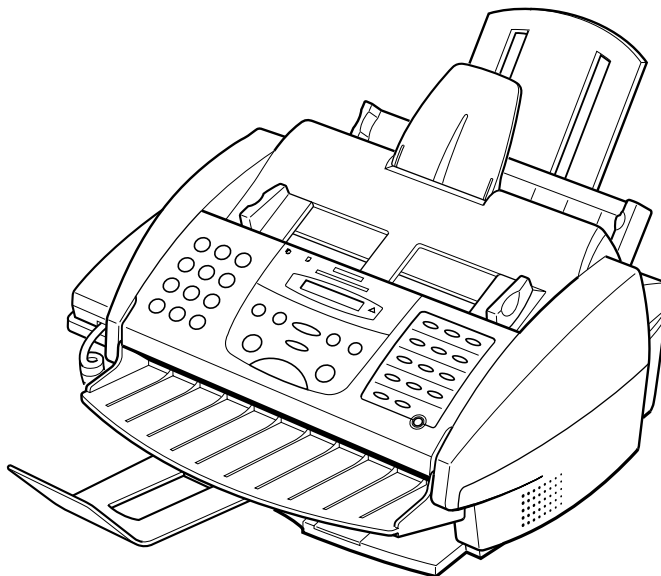
Introducing the MultiPASS C70

This chapter introduces you to your MultiPASS C70 and describes the main features. It also explains the supplies available for use with your MultiPASS C70.

- ❑ Welcome1-2
- ❑ Main Features of the MultiPASS C701-3
 - Colour and Plain Paper Fax Features1-4
 - PC Colour Fax Features1-6
 - Colour Copier Features1-7
 - Telephone Features1-7
 - Colour Printer Features1-8
 - Colour Scanner Features1-9
- ❑ Using the MultiPASS C70 With the MultiPASS Desktop
Manager for Windows®1-10
 - Hardware and Software Requirements1-10
- ❑ Supplies1-11
 - BJ Cartridges and BJ Tanks1-11
 - Special Print Media1-12
- ❑ Using Your Documentation.....1-13
 - How to Use This Guide.....1-13
 - Type Conventions Used in This Guide.....1-15
- ❑ Customer Support1-17
- ❑ Important Safety Instructions1-18

Welcome

Thank you for purchasing the new Canon MultiPASS C70. We are sure that your MultiPASS C70 will help you work more effectively and help you meet your fax and telephone requirements easily and conveniently, as well as your printing, copying, and scanning needs.



Main Features of the MultiPASS C70

The MultiPASS C70 is a complete multifunction system for your home or small office. The MultiPASS C70 combines the following essential office machines into a single, convenient desktop unit:

- ☐ Plain Paper Fax Machine
- ☐ Colour Fax Machine
- ☐ PC Colour Fax*
- ☐ Colour Copier
- ☐ Telephone**
- ☐ Colour Printer
- ☐ Colour Scanner

Your MultiPASS C70 also includes the MultiPASS Desktop Manager for Windows® software, version 3.10. This exclusive Canon software package provides you with a “PC Fax” — you can print, fax, scan, and use the telephone from within your PC’s Windows® environment.

The MultiPASS C70’s multitasking ability enables you to perform a number of operations simultaneously. For example, you can print, scan a document, or make copies at the same time you are sending a fax or receiving a fax into memory.

The compact size of the MultiPASS C70 makes it ideal for desktop use, and lets you use it in places where other machines might not fit.

* PC black & white fax transmission/reception. PC colour fax reception only.

** Requires the handset, a telephone, or an answering machine.

Colour and Plain Paper Fax Features

UHQ™ Image Processing System

The MultiPASS C70 uses Canon's Ultra High Quality (UHQ™) Image Processing System to provide enhanced definition in faxed photos.

Error Correction Mode (ECM)

Using the MultiPASS C70's Error Correction Mode (ECM) reduces transmission errors when sending faxes to or receiving faxes from other fax machines that also have ECM capability.

Automatic switching between fax and voice calls

The MultiPASS C70 can automatically distinguish between fax calls and normal telephone calls, so that you can receive both through a single telephone line.

Colour faxing to and from fax machines that support colour faxing

You can send or receive colour faxes from fax machines that have colour faxing capability.

Answering machine connection

By connecting an answering machine to the MultiPASS C70, not only can you receive messages on your answering machine, but you can also receive faxes automatically.

Transmission speed

The MultiPASS C70 uses G3 data encoding methods that increase transmission speed to approximately six seconds* per page for black & white transmissions.

Memory sending/receiving

The MultiPASS C70 can store up to 42 fax pages* (either received or to be sent) in its built-in memory, and can receive faxes while printing or when your PC is turned off.

* Based on Canon FAX Standard Chart No. 1, standard mode.

Reduced-size printing

When receiving faxes, the MultiPASS C70 automatically scales them to fit the size of the paper loaded in the multi-purpose tray. So if your client is sending you a fax on paper larger than an A4-size page and you have A4-size paper in the multi-purpose tray, the fax will be scaled down and printed on A4-size paper.

Automatic dialling and broadcasting

To make faxing even easier, the MultiPASS C70 provides several automatic dialling methods: coded speed dialling, one-touch speed dialling, and group dialling. The MultiPASS C70 also enables you to broadcast faxes or send delayed faxes to as many as 113 destinations.

User restriction

The MultiPASS C70 can be “locked” to prevent unauthorised use of your unit to send faxes.

PC Colour Fax Features

PC black & white and colour faxing

In addition to sending and receiving black & white faxes directly from and to your PC, you can also receive colour faxes directly to your PC.

Fax/Telephone address book

You can create an unlimited list of people to call and/or to whom you can send PC faxes.

Manipulate or annotate a document

With the MultiPASS Desktop Manager, not only can you view a PC fax on your PC, but you can also manipulate or annotate it. For example, you can remove a page, split or merge it with other documents, rotate or flip it, and perform many other operations.

Custom cover sheets

You can use one of the predefined fax cover pages or create your own to attach to each PC fax you send.

Transmission speed

Approximately six seconds* per page with Error Correction Mode (ECM) for black & white transmissions.

Point-and-click dialling

The MultiPASS Desktop Manager enables you to select a fax number and dial directly from your PC's screen with a simple click of the mouse.

* Based on Canon FAX Standard Chart No. 1, standard mode.

Colour Copier Features

Colour and black & white copying

The MultiPASS C70 can make full colour copies. It can also make up to 99 black & white (including halftones) copies of a document at a time, at a rate of up to three copies per minute.

360-dpi resolution

The MultiPASS C70 copies documents using a high resolution of 360 dpi (when making single copies).

Copy reduction

The MultiPASS C70 can reduce copies to 90%, 80%, or 70% of their original size. This allows you to copy legal-size documents onto A4-size paper, for example.

Telephone Features

Connection for the handset, a telephone, and other devices

Connecting the handset or a telephone to the MultiPASS C70 lets you use it to make and receive normal telephone calls. In addition, you can connect an extension phone, an answering machine, or a data modem to the MultiPASS C70.

Automatic dialling

The MultiPASS C70's three automatic dialling methods (one-touch speed dialling, coded speed dialling, and group dialling) can also be used to store telephone numbers, for easy and efficient calling.

Point-and-click dialling

The MultiPASS Desktop Manager enables you to select a telephone number and dial directly from your PC's screen with a simple click of the mouse.

User restriction

The MultiPASS C70 can be "locked" to prevent unauthorised use of your unit to make telephone calls.

Colour Printer Features

Canon Bubble Jet (BJ) printing and ink cartridges

The MultiPASS C70 uses Canon's Bubble Jet (BJ) printing and ink cartridges to provide you with first-rate, crisp print and vibrant colours, along with convenient and easy maintenance.

Excellent print quality and speed

The MultiPASS C70's high-performance print head offers a precision of up to 720 dots per inch (dpi) horizontally by 360 vertically, providing you with high-resolution colour, text, and graphics, all at exceptional speed — up to two pages per minute for colour printing.

Impressive output on a variety of media

The MultiPASS C70 can provide sharp black or vibrant colour printing on a wide variety of media, including A4, letter, and legal plain paper, glossy paper, envelopes, transparencies, back print film (for display on a backlit panel), banner paper, and fabric sheets.

Convenient paper handling

The unit's multi-purpose tray holds up to 100 sheets* of A4, letter, and legal paper; 50 transparencies; 10 sheets of back print film; or 10 envelopes.

Economy ink-saving printing

The MultiPASS C70 includes an economy printing mode for black & white printing that uses up to 50% less ink, resulting in longer cartridge life.

Photo quality printing

Canon's optional BC-22e Photo BJ cartridge enables the MultiPASS C70 to print excellent photo quality images.

*75 g/m² paper

Colour Scanner Features

Full colour and 256-level greyscale

The MultiPASS Desktop Manager allows you to scan images in full colour or with 256 levels of grey, rather than just in black & white, ensuring that the images are reproduced as clearly as possible.

Automatic Document Feeder (ADF)

The MultiPASS C70 includes an Automatic Document Feeder (ADF) that makes it easy to scan up to 20 pages (A4 or letter size) at a time when using Windows® applications that support the TWAIN scanning standard and multipage scans.

Adjustable resolution

The MultiPASS Desktop Manager allows you to adjust the resolution for documents you are scanning into your PC.

TWAIN compatible

The MultiPASS C70 supports the TWAIN scanning standard, which allows you to scan images using any graphics or optical character recognition (OCR) application that also supports the TWAIN standard.

Using the MultiPASS C70 With the MultiPASS Desktop Manager for Windows®

Canon's MultiPASS Desktop Manager for Windows® allows you to use the MultiPASS C70's faxing, telephone, printing, and scanning functions directly from your PC.

For more details on using your MultiPASS C70 with the MultiPASS Desktop Manager, refer to the *MultiPASS Suite Software User's Guide*.



The MultiPASS Desktop Manager is designed to operate with Windows® 95, 98, and NT 4.0.

Hardware and Software Requirements

Before you start, make sure you have the following PC setup. These are the minimum requirements.

- ☐ IBM® or compatible computer with a Pentium 90 processor or higher. An Intel Pentium processor is recommended.
- ☐ Microsoft Windows® 95, 98, or NT 4.0
- ☐ For Microsoft Windows® NT 4.0, Service Pack 3 or later
- ☐ 32 megabytes (MB) of RAM. 64 MB of RAM is recommended.
- ☐ 60 megabytes (MB) of available hard disk space. 150 MB of available hard disk space is recommended.
- ☐ CD-ROM drive, or access to one over a network connection
- ☐ 256-colour SVGA monitor or greater
- ☐ Bi-directional shielded IEEE 1284-compatible parallel cable 2 metres in length or shorter. For assistance on purchasing the correct cable, contact your local authorised Canon dealer.

Supplies

Your MultiPASS C70 uses Canon's Bubble Jet (BJ) cartridges, BJ tanks, and special print media. All are designed to work with your MultiPASS C70 to help you produce the finest output possible. These supplies are available from your local authorised Canon dealer.

BJ Cartridges and BJ Tanks

The MultiPASS C70 uses Canon's BJ (Bubble Jet) cartridges to provide you with first-rate, crisp print and vibrant colours.

Canon's BJ cartridges use advanced ink formulas that dry quickly, look great on plain paper, are not easily affected by light, and resist smudging. In addition, the print heads in the BJ cartridges cap themselves automatically when not in use, thus saving ink by keeping the print heads from drying out.

BJ cartridges are also easy to maintain. If your BC-21e Colour BJ cartridge runs out of ink, simply replace the empty BJ tank (black or colour). If the BX-20 Black BJ cartridge or the optional BC-22e Photo BJ cartridge runs out of ink, simply replace the entire cartridge.*



-
- ❑ For optimum printing results and to avoid printing problems, Canon recommends that you use the Canon BC-21e Colour BJ cartridge, the Canon BX-20 Black BJ cartridge, or the optional Canon BC-22e Photo BJ cartridge with your MultiPASS C70.*
 - ❑ When replacing BJ tanks in the BC-21e Colour BJ cartridge, Canon recommends that you use the Canon BCI-21 Colour and the Canon BCI-21 Black BJ tanks.
-

* The BJ cartridges included with your MultiPASS C70 may vary depending on the country of purchase.

Special Print Media

You can use plain paper with the MultiPASS C70 for excellent colour and black & white printing, but Canon has also developed a wide range of print media to extend your printing capabilities. Chapter 5, *Paper Handling*, gives details on this print media as well as special instructions for loading some of this media into your MultiPASS C70.



If you plan to use a print medium other than those made by Canon, be sure to test it in your MultiPASS C70 before ordering it in bulk. If you have any questions about whether a particular medium is suitable for your MultiPASS C70, please contact your local authorised Canon dealer or the Canon help line.

Using Your Documentation

Your MultiPASS C70 includes the following documentation to help you learn how to use your unit quickly and easily:

- ❑ **User's Guide (this guide)** — This guide provides detailed information on how to set up, operate, maintain, and troubleshoot your MultiPASS C70.
- ❑ **MultiPASS Suite Software User's Guide** — This guide describes how to use your MultiPASS C70 to fax, print, and scan from within your PC's Windows® environment. Refer to this guide whenever you need information about faxing, printing, or scanning from your PC.



Please note that all settings that can be performed from the MultiPASS C70 operation panel can also be adjusted using your MultiPASS Desktop Manager for Windows® software. (→ *MultiPASS Suite Software User's Guide*)

How to Use This Guide

To make the best use of this guide in learning how to set up and operate your MultiPASS C70, be sure to do the following:

- ❑ Read this chapter to learn about the MultiPASS C70's main features, available supplies, and guidelines on using the unit safely.
- ❑ Carefully follow the instructions in Chapter 2, *Setting Up Your MultiPASS C70*, to get your MultiPASS C70 unpacked, assembled, and ready to operate.
- ❑ Read Chapter 3, *Registering Information in the MultiPASS C70*, to learn how to enter information in the MultiPASS C70 via the operation panel, and how to register your sender information.
- ❑ Refer to Chapter 4, *Document Handling*, for details on the document requirements for your MultiPASS C70, and how to load documents for automatic and manual feed.

- ❑ Refer to Chapter 5, *Paper Handling*, for details on paper and other print media you can use with your unit, and instructions for loading these in the MultiPASS C70.
- ❑ Read Chapter 6, *Speed Dialling*, to learn how to register numbers for speed dialling, how to change your entries, and how to use speed dialling to send documents.
- ❑ Read Chapters 7 through 10 to master the unit's operating procedures, such as sending and receiving faxes, special dialling, restricting use of the MultiPASS C70, and making copies.
- ❑ Refer to Chapter 11, *Reports and Lists*, to learn about the reports and lists that can be automatically or manually printed from your MultiPASS C70.
- ❑ Look over Chapter 12, *Maintenance*, to become familiar with procedures for cleaning the MultiPASS C70, replacing BJ cartridges and BJ tanks, and transporting the MultiPASS C70.
- ❑ If your unit is not operating properly, use Chapter 13, *Troubleshooting*, to try to solve the problem.
- ❑ Refer to Chapter 14, *Summary of Settings*, to learn how to change default settings on your MultiPASS C70, and how to customise your unit to your needs.
- ❑ Refer to Appendix A, *Specifications*, for the MultiPASS C70's technical specifications.
- ❑ Refer to Appendix B, *Handset*, for instructions on attaching the handset to your MultiPASS C70 and for details on its functions and maintaining your handset.

If you still have questions about how to use your MultiPASS C70, please contact your local authorised Canon dealer or the Canon help line. They will be happy to answer your questions.

Type Conventions Used in This Guide

Please read the list below of symbols, terms, and abbreviations used in this guide, and make sure you know what they mean. A complete glossary of terms is included at the end of this guide.



Cautions tell you how to avoid actions that could injure you or damage your MultiPASS C70. In order to use your unit safely, always pay attention to these cautions.



Notes provide advice on using the MultiPASS C70 more effectively, describe operating restrictions, and tell you how to avoid minor difficulties. Reading these is recommended to make the most of your unit and its functions.

(→ p. <i>n-nn</i>)	A number preceded by an arrow and enclosed in parenthesis references a page number in this guide which contains more information on the topic of the previous sentence.
default	A setting that remains in effect unless you change it.
document or fax	A document or fax is the original sheet(s) of paper you send or receive on the unit.
menu	A menu is a list of settings or features from which you select an item to set up or change. A menu has a title which appears in the LCD display.
▼ and ▲ buttons	The ▼ and ▲ buttons are used to select an item in a menu. Press ▼ to select the next item, and press ▲ to select the previous item.
transaction number	When you send or receive a document, your unit automatically assigns the document a unique transaction number. A transaction number is a four-digit number that will help you keep track of documents you send and receive.

TX/RX NO. On the LCD display, TX/RX NO. is the abbreviation used for *transaction number*.

RX Denotes *receiving*.

TX Denotes *sending*.

In addition, this guide uses bold type letters to show the names of buttons on the unit, such as **Data Registration**, **Stop**, and **Start/Scan**. Text that appears in the unit's LCD display is shown as in this example: PRINTING REPORT.

Customer Support

Your MultiPASS C70 is designed with the latest technology to provide trouble-free operation. If you have a problem with the unit's operation, try to solve it by using the information in Chapter 13, *Troubleshooting*. If you cannot solve the problem or if you think your MultiPASS C70 needs service, contact your local authorised Canon dealer or the Canon help line.

Important Safety Instructions

Read these safety instructions thoroughly before using your MultiPASS C70, and keep them handy in case you need to refer to them later.



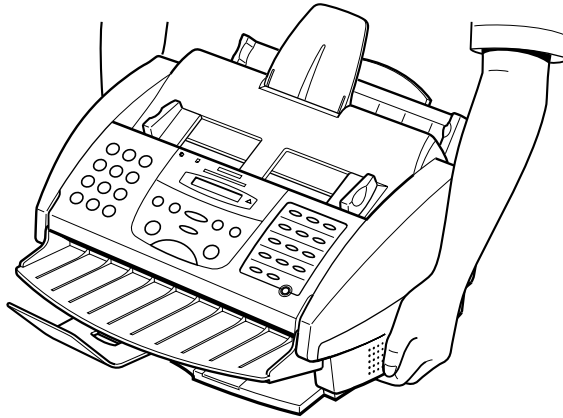
Except as specifically described in this guide, do not attempt to service the MultiPASS C70 yourself. Never attempt to disassemble the unit: opening and removing its interior covers will expose you to dangerous voltages and other risks. For all service, contact your local authorised Canon dealer or the Canon help line.

- ☐ Follow all warnings and instructions marked on the MultiPASS C70.
- ☐ Place the MultiPASS C70 on a level surface. To avoid serious damage from falling, never place the unit on an unstable cart, stand, or table.
- ☐ Do not use the MultiPASS C70 near water. Make sure that no wet or humid objects come into contact with the unit.
- ☐ To ensure reliable operation of the MultiPASS C70 and to protect it from overheating (which can cause it to operate abnormally and create a fire risk), never block or cover any openings on the unit by placing it on a bed, sofa, rug, or other similar surface. Do not place the unit in a cupboard or built-in installation, or near a radiator or other heat source unless proper ventilation is provided. See *Choosing a Location for Your MultiPASS C70* on page 2-3 for guidelines on how much space the unit needs for ventilation.
- ☐ Only operate the MultiPASS C70 from the type of power source indicated on the unit's label. If you are not sure of the type of power available, consult your dealer or local power company.
- ☐ The MultiPASS C70 is equipped with a three-prong, grounding-type plug provided with a third (grounding) pin. This plug will only fit into a grounding-type outlet. This is a safety feature. If you are unable to insert the plug into your outlet, contact an electrician to replace your outlet. Do not defeat the safety purpose of the grounding-type plug by breaking off the third prong or using a 3-to-2 adaptor.*

* The shape of the plug varies depending on the country of purchase.

- ❑ Make sure the total amperage used by all devices plugged into the wall outlet does not exceed the ampere rating of the outlet's circuit breaker.
- ❑ Do not allow anything to rest on the power cord, and do not locate the unit where the cord will be walked on. Make sure the cord is not knotted or kinked.
- ❑ If you use an extension cord with the MultiPASS C70, make sure that the total of the ampere ratings on the products plugged into the extension cord does not exceed the extension cord ampere rating. Also make sure that the total ampere rating of all products plugged into the wall outlet does not exceed the current amperage of the circuit breaker.
- ❑ Do not push objects of any kind into the slots or openings on the cabinet as they may touch dangerous voltage points or short out parts. This could result in fire or electric shock.
- ❑ Do not allow small objects (such as pins, paper clips, or staples) to fall into the MultiPASS C70. If something does fall into it, unplug the unit immediately and contact your local authorised Canon dealer or the Canon help line.
- ❑ To avoid spillage in or around the unit, do not eat or drink near the unit. If you spill liquid or if any substance falls into the unit, immediately unplug the unit and contact your local authorised Canon dealer or the Canon help line.
- ❑ Always unplug the MultiPASS C70 before moving or cleaning it.
- ❑ Whenever you unplug the MultiPASS C70, wait at least five seconds before you plug it in again.
- ❑ During electrical storms, disconnect the power cord from the power outlet. (Please note that any documents stored in the unit's memory will be deleted when you unplug the unit.)

- ❑ Do not stack boxes or furniture around the power outlet. Keep the area open so you can reach the outlet quickly. If you notice anything unusual (smoke, strange odours, noises) around the MultiPASS C70, unplug the unit immediately. Contact your local authorised Canon dealer or the Canon help line.
- ❑ To avoid paper jams, never unplug the power cord, open the printer cover, or remove paper from the multi-purpose tray while printing.
- ❑ Keep the MultiPASS C70 away from direct sunlight, as this can damage it. If you have to place it near a window, install heavy curtains or blinds.
- ❑ Do not expose the MultiPASS C70 to extreme temperature fluctuations. Install the unit in a place with temperatures in the 10°–32.5°C range.
- ❑ Always lift the MultiPASS C70 as shown below. Never lift it by its multi-purpose tray, document support, document tray, extension, or handset cradle.



- ❑ Unplug the MultiPASS C70 from the wall outlet and refer service to qualified personnel under the following conditions:
 - When the power cord or plug is damaged or frayed.
 - If liquid has spilled into the unit.
 - If the unit has been exposed to rain or water.
 - If the unit does not operate normally when you have followed the instructions in this guide. Adjust only those controls that are covered by the operating instruction in this guide. Improper adjustment of other controls may result in damage and may require extensive work by a qualified technician to restore the product to normal operation.
 - If the unit has been dropped or the cabinet has been damaged.
 - If the unit exhibits a distinct change in performance, indicating a need for service.
- ❑ Plug the MultiPASS C70 into a standard 200–240 V AC power outlet. Do not attempt to use it outside of the country where you purchased it.
- ❑ Do not plug the MultiPASS C70 into the same circuit as an appliance such as an air conditioner, electric typewriter, television, or copier. Such devices generate electrical noise that can interfere with your MultiPASS C70's ability to send and receive faxes.
- ❑ Check the plug frequently and make sure that it is firmly plugged into the socket.



This product emits low level magnetic flux.
If you use a cardiac pacemaker and feel abnormalities, please move away from this product and consult your doctor.

Chapter 2

Setting Up Your MultiPASS C70

This chapter tells you how to unpack and assemble your MultiPASS C70, install the BJ cartridge, and load paper.

- ❑ Choosing a Location for Your MultiPASS C70.....2-3
 - Dimensions.....2-4
- ❑ Unpacking Your MultiPASS C70.....2-5
 - Lifting the MultiPASS C70.....2-5
 - Do You Have Everything?2-6
- ❑ Removing Shipping Materials.....2-9
 - Removing the Shipping Tape.....2-9
 - Removing the Protective Plastic Piece.....2-9
 - Removing the Protective Sheet and Styrofoam Sheet.....2-10
- ❑ Assembling the MultiPASS C70.....2-12
 - Attaching the Document Support.....2-12
 - Attaching the Extension and Document Tray.....2-13
 - Attaching the Handset.....2-14
- ❑ Making Connections.....2-15
 - Connecting the MultiPASS C70 to Your PC.....2-15
 - Connecting the Telephone Line.....2-17
 - Connecting the Handset or a Telephone.....2-18
 - Connecting an Extension Phone, Answering Machine, or Data Modem.....2-19
 - Connecting the Power Cord.....2-20
- ❑ Main Components of the MultiPASS C70.....2-23
 - Front View.....2-23
 - Back View.....2-24
 - Inside View.....2-24
 - Handset.....2-24

• Operation Panel.....	2-25
Special Function Buttons.....	2-27
❑ Installing the BJ Cartridge.....	2-29
• BJ Cartridge Guidelines	2-29
• Installing the BJ Cartridge in the MultiPASS C70.....	2-31
• Storing a BJ Cartridge in its Container	2-37
❑ Loading Paper.....	2-39
• Paper Guidelines	2-39
• Loading Paper in the Multi-Purpose Tray	2-40
❑ Testing the MultiPASS C70.....	2-44

Choosing a Location for Your MultiPASS C70

Before unpacking your MultiPASS C70, follow these guidelines to choose the best location for it:

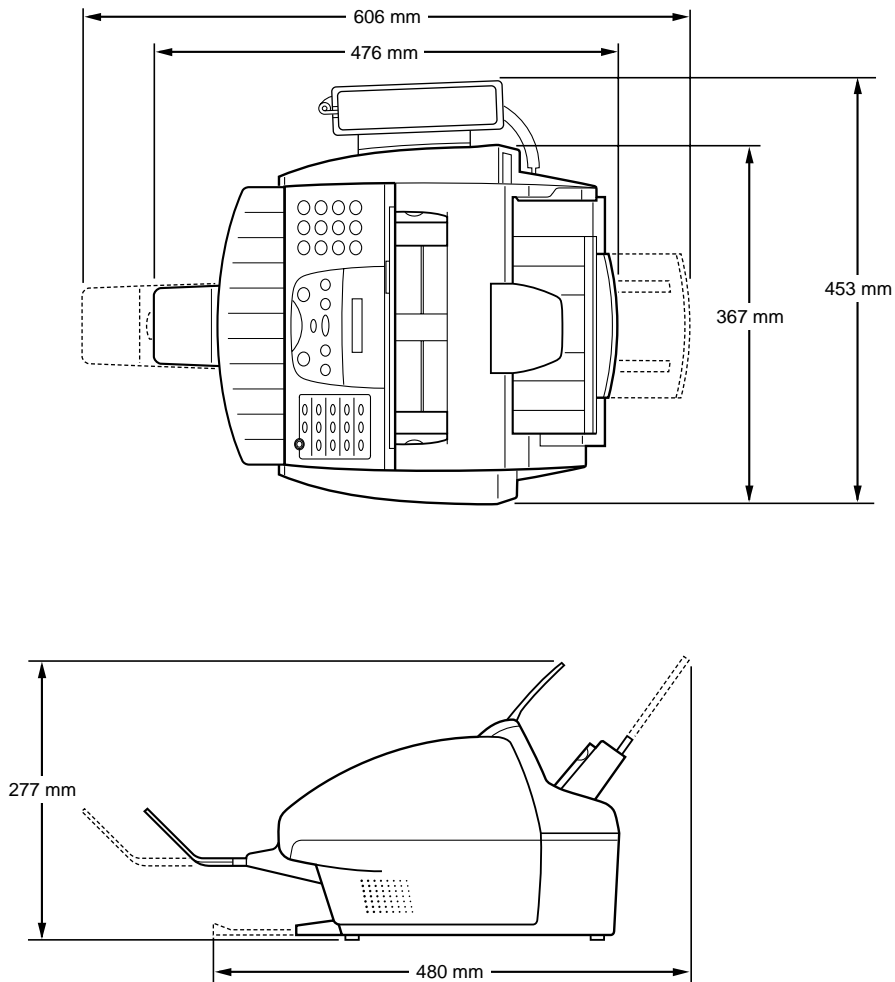


Please review the information provided in *Important Safety Instructions* (→ p. 1-18), to make sure you are installing your MultiPASS C70 for safe use.

- ☐ Put the MultiPASS C70 in a cool, dry, clean, well ventilated place:
 - Make sure the area is free from dust.
 - Make sure the location is not affected by extreme temperature changes, and always stays between 10° and 32.5°C.
 - Make sure the area's relative humidity is always between 20% and 85%.
- ☐ Keep the MultiPASS C70 away from direct sunlight. If you have to place the unit near a window, install heavy curtains or blinds to protect the unit from sunlight.
- ☐ If possible, put the MultiPASS C70 near an existing telephone outlet, to avoid the expense of installing a new one.
- ☐ Place the unit near a standard 200–240 V AC power outlet.
- ☐ Place the MultiPASS C70 near the PC you will be connecting it to. Make sure you can reach it easily, as you will be using it as a fax machine, copier, telephone, printer, and scanner.
- ☐ Do not use or store the unit outdoors.
- ☐ To avoid damage to the unit from overheating, do not block the exhaust vent. Install the unit approximately 10 cm away from walls or other equipment.
- ☐ Do not plug the MultiPASS C70 into the same circuit as an appliance such as an air conditioner, electric typewriter, television, or copier. Such devices generate electrical noise that can interfere with your MultiPASS C70's ability to send and receive faxes.
- ☐ Set the MultiPASS C70 on a flat, stable, vibration-free surface that is strong enough to support its weight (approx. 5.4 kg).
- ☐ Do not install the MultiPASS C70 near devices that contain magnets or generate magnetic fields, such as speakers.

Dimensions

Make sure the location you choose provides enough space around the MultiPASS C70 for adequate ventilation, and to allow paper to flow freely into and out of the unit. Install the MultiPASS C70 approximately 10 cm away from walls and other equipment. The figures below show the dimensions of the unit.



Unpacking Your MultiPASS C70

Follow the directions below to unpack your MultiPASS C70 properly, and to make sure you have all of its components and documentation. Before unpacking the MultiPASS C70, be sure to read the instructions below for lifting the unit.

Lifting the MultiPASS C70

When lifting the MultiPASS C70 out of the box, or when you need to move the unit, be sure to do the following:

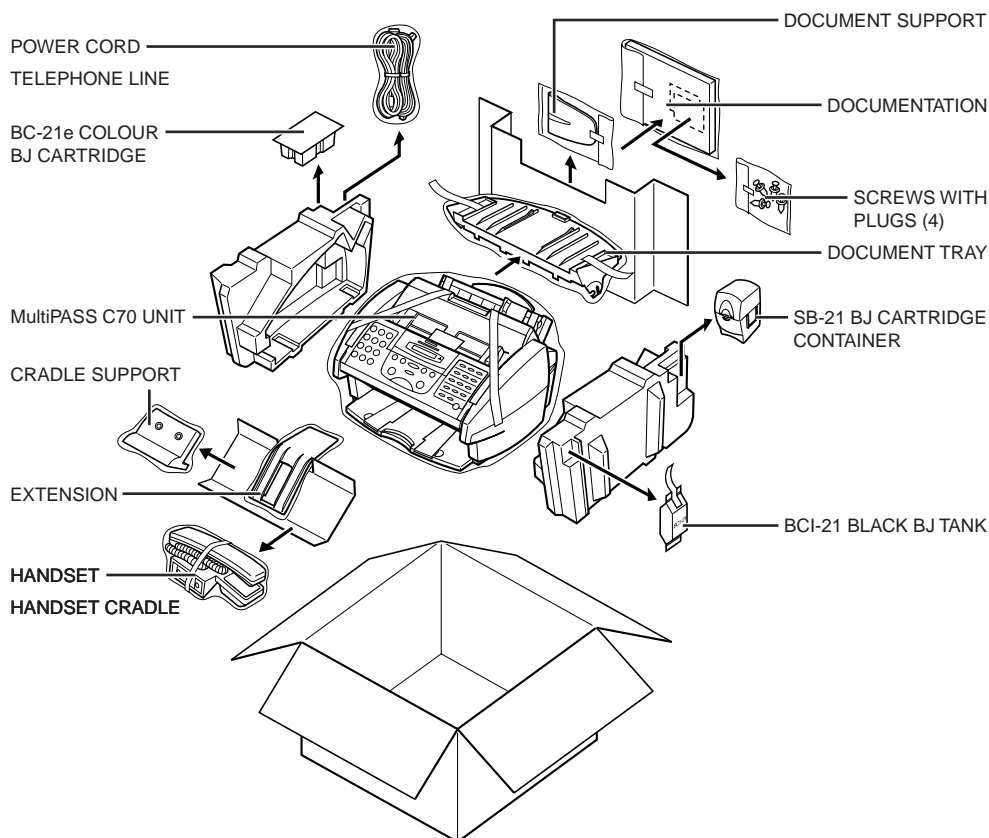
- ☐ Hold the unit firmly and keep it level.
- ☐ Lift the unit from the bottom.



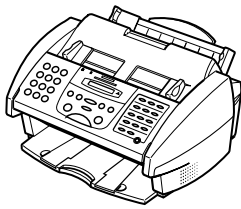
Do You Have Everything?

As you unpack the MultiPASS C70, save the carton and packing material in case you want to move or ship the unit in the future.

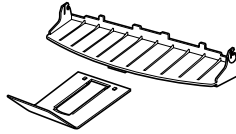
Carefully remove all items from the box. You should have someone help by holding the box while you lift the MultiPASS C70 and its protective packaging out of the carton.



Make sure you have the following items:



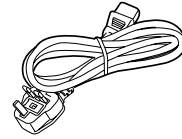
MultiPASS C70 UNIT



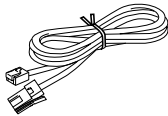
DOCUMENT TRAY and
EXTENSION



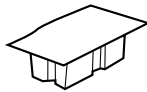
DOCUMENT
SUPPORT



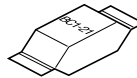
POWER CORD*



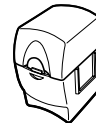
TELEPHONE LINE**



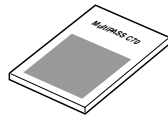
BC-21e COLOUR
BJT CARTRIDGE



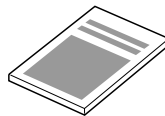
BCI-21 BLACK
BJT TANK



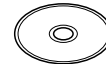
SB-21 BJT CARTRIDGE
CONTAINER



MultiPASS C70
USER'S GUIDE (This guide)



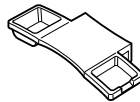
MultiPASS SUITE SOFTWARE
USER'S GUIDE



MultiPASS SUITE SOFTWARE/
PRINTER DRIVER CD-ROM



HANDSET



HANDSET CRADLE



CRADLE SUPPORT



SCREWS WITH PLUGS (4)

* The shape of the power cord varies depending on the country of purchase.

** The shape of the telephone line varies depending on the country of purchase.

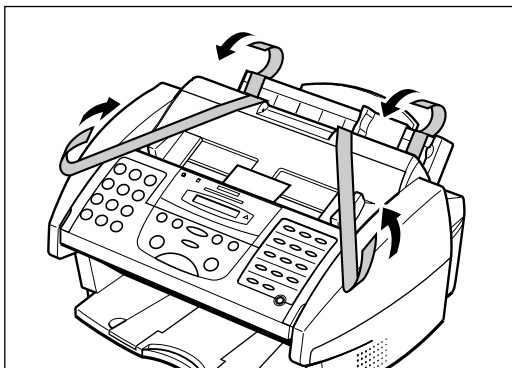
- ❑ If any of the items are damaged or missing, notify your local authorised Canon dealer or the Canon help line immediately.
- ❑ In addition to the items shipped with your MultiPASS C70, you will need a Centronics®-compatible parallel cable (IEEE 1284-compliant), which you can purchase from your local authorised Canon dealer. For best results, use a cable that is no longer than 2 metres.
- ❑ Important! Save your sales receipt for proof of purchase in case your unit requires warranty service.

Removing Shipping Materials

In order to protect your MultiPASS C70 during shipping, the unit has been packed with protective materials that you must remove before you can use it. Keep all shipping materials in case you need to move or transport the unit in the future.

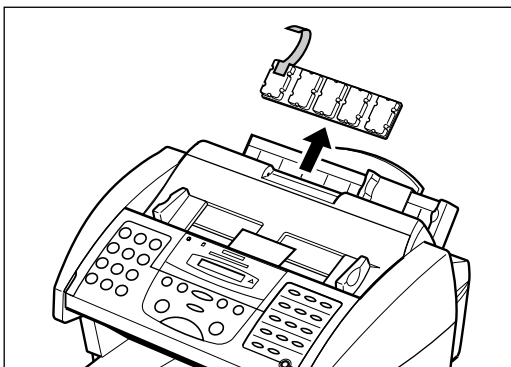
Removing the Shipping Tape

Remove all shipping tape from the MultiPASS C70.



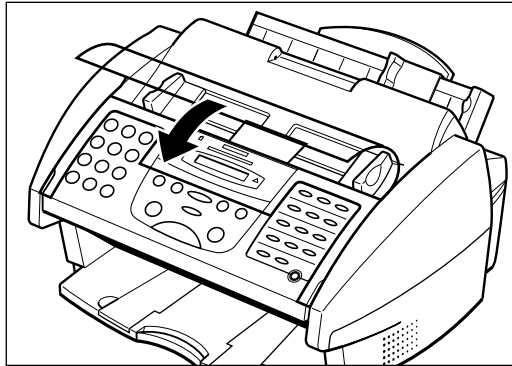
Removing the Protective Plastic Piece

Remove the shipping tape and protective plastic piece from the multi-purpose tray.

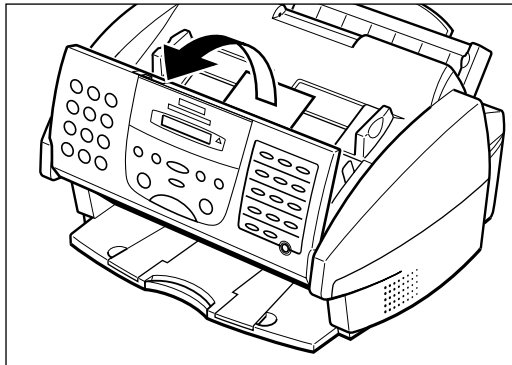


Removing the Protective Sheet and Styrofoam Sheet

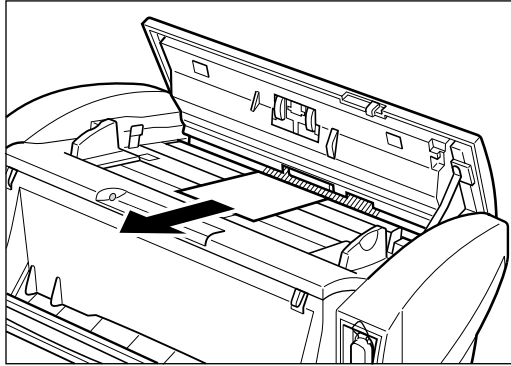
1. Remove the protective sheet covering the operation panel.



2. Use both hands to grip the operation panel and gently pull it towards you until it opens partially.



3. Remove the soft styrofoam sheet from the unit's Automatic Document Feeder (ADF).



Do not attempt to remove the small white piece of plastic that is attached with a screw to the inside of the operation panel. Only remove the styrofoam sheet.

4. Gently close the operation panel until it clicks into position.

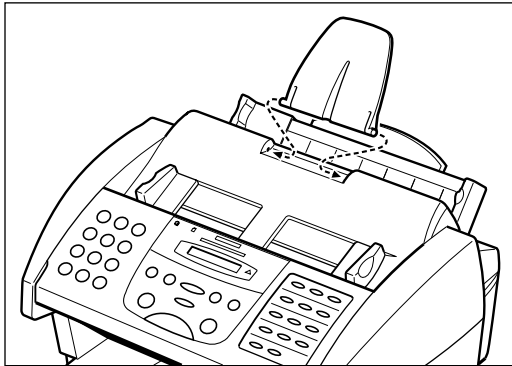
Assembling the MultiPASS C70

Follow the instructions in this section to assemble your MultiPASS C70 and prepare it for full operation. To see how the MultiPASS C70 will look fully assembled, refer to *Main Components of the MultiPASS C70*. (→ p. 2-23)

Attaching the Document Support

The document support holds documents as they feed into the Automatic Document Feeder (ADF).

With the curve of the document support sloping outwards, fit the tabs of the document support into the slots above the Automatic Document Feeder (ADF).



Be sure to attach the document support so that it curves outwards. Otherwise it may cause difficulty in opening the printer cover, and may cause damage to the unit.

Attaching the Extension and Document Tray

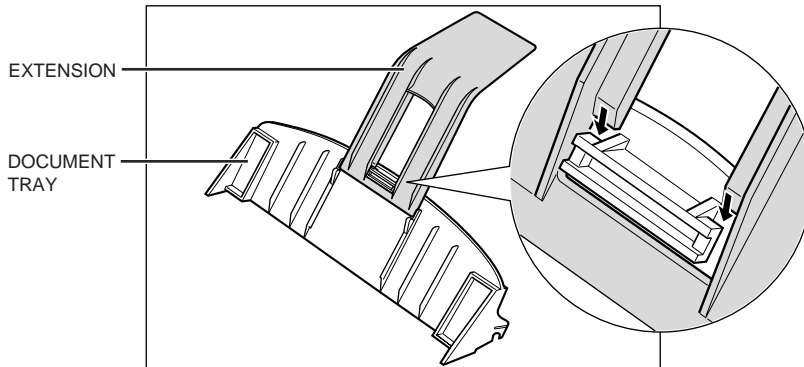
The document tray and extension catch documents as they come out of the MultiPASS C70 after being scanned.

Attach the extension to the document tray, and then the document tray to the unit as explained below.

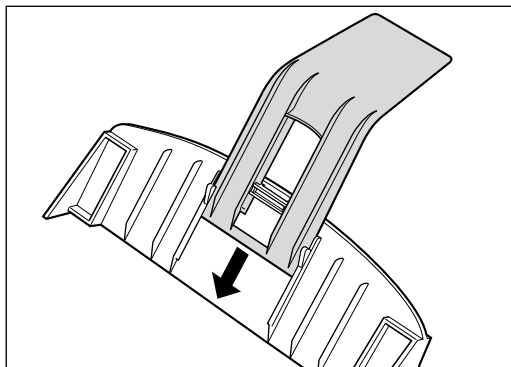


Be sure to attach the extension to the document tray *before* attaching the document tray to the unit.

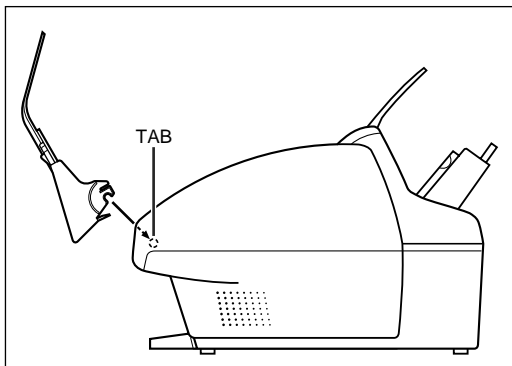
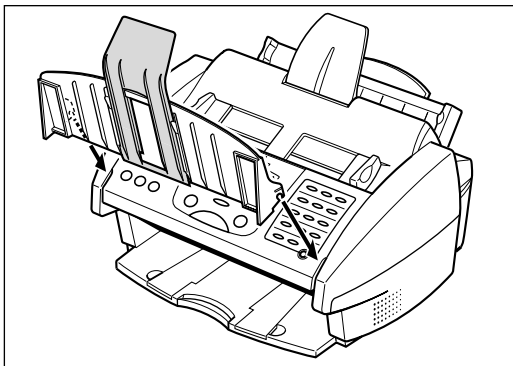
1. Hold the extension so that it curves outwards and slide it into the rails on the back of the document tray. Then slide the inner section of the extension into the inner rails on the document tray.



2. Slide in the extension until it stops.



3. Hold the document tray as shown below and push the slots on the document tray firmly into the hidden tabs on the unit until you hear a click.



Note

You can slide the extension in and out to suit the length of your document.

Attaching the Handset

For details on attaching the handset to the MultiPASS C70, refer to Appendix B, *Handset*.

Making Connections

Connecting the MultiPASS C70 to Your PC

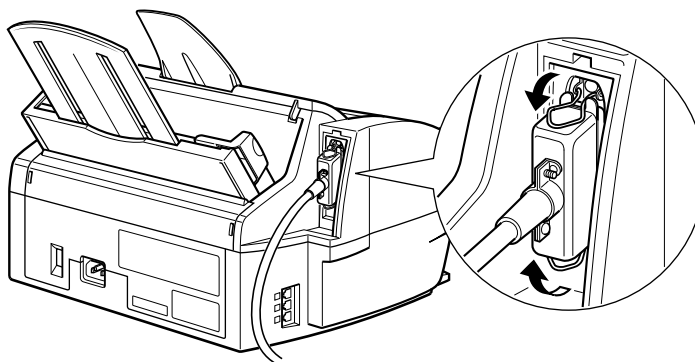
Your MultiPASS C70 has an 8-bit, bi-directional parallel interface port that allows you to connect it to your PC. You can purchase a Centronics®-compatible parallel cable with bi-directional capability from your Canon dealer or any computer store. Make sure the cable is IEEE 1284-compliant.



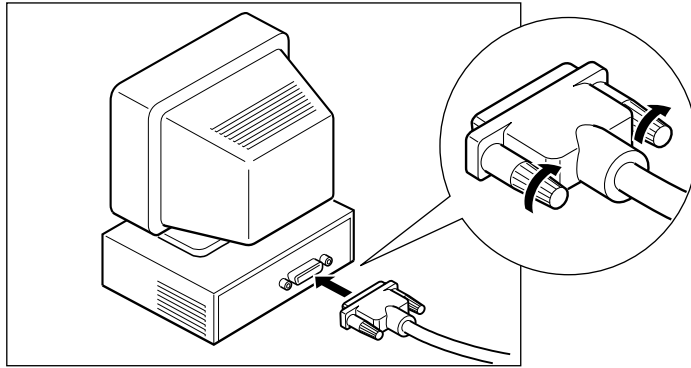
For best results, use a cable that is no longer than 2 metres.

Connect the MultiPASS C70 to your PC as follows:

1. Make sure your PC is turned off and the MultiPASS C70 is unplugged.
2. Align the cable connector with the parallel interface port so their shapes match.
3. Gently press the cable connector into the port.
4. Secure the cable connector by snapping both wire clips (on the sides of the port) into the cable connector.



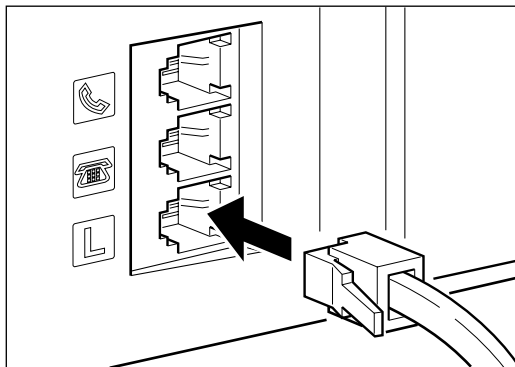
5. Connect the other end of the cable to the parallel interface port on your PC.



Connecting the Telephone Line

Connect the MultiPASS C70 to a telephone line as follows:


1. Connect one end of the supplied telephone line to the jack marked  on the side of the MultiPASS C70.

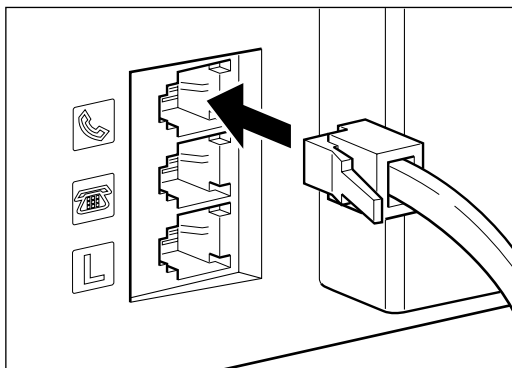


2. Connect the other end of the line to the telephone jack on your wall.

Connecting the Handset or a Telephone

If you have only one telephone line and plan to use the MultiPASS C70 for both fax transactions and voice calls, you will need to connect the handset or a telephone to your unit.


Connect the line from the handset or the telephone to the jack marked  on the side of the MultiPASS C70.

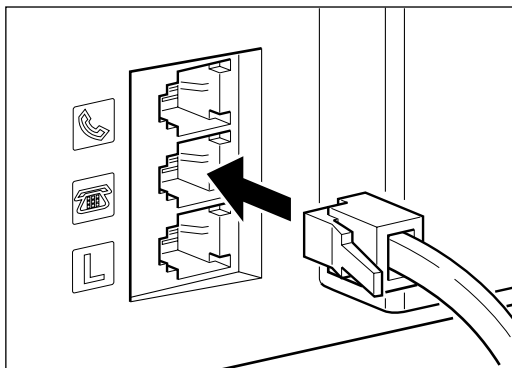


- ☐ If the connector does not fit the jack or does not seat properly, contact your local authorised Canon dealer or the Canon help line, or your telephone company to have the correct connector installed.
- ☐ Be sure to connect the handset or the telephone before using your MultiPASS C70.




Connecting an Extension Phone, Answering Machine, or Data Modem

In addition to the handset or a telephone, you can also connect an extension phone, answering machine (with or without a telephone), or data modem to your MultiPASS C70.

Connect the line from the extension phone, answering machine, or data modem to the jack marked  on the side of the MultiPASS C70.



Note

- ❑ If the connector does not fit the jack or does not seat properly, contact your local authorised Canon dealer or the Canon help line, or your telephone company to have the correct connector installed.
- ❑ If you connect an answering machine to the MultiPASS C70, be sure to read *Receiving With an Answering Machine: ANS.MACHINE MODE*. (→ p. 8-16)
- ❑ To connect an extension phone as well as an answering machine, connect the extension phone to the answering machine, and then connect the answering machine to the MultiPASS C70. If the answering machine does not have an extension phone output, connect the extension phone to the jack marked .
- ❑ If you have a modem installed in your PC, you can attach it to the MultiPASS C70. Connect the telephone line from the wall outlet to the jack marked . Then connect the line from the  jack on the MultiPASS C70 to the jack on the modem. If others access your PC frequently through the modem or if you use your modem extensively, you may want a dedicated telephone line for your modem.
- ❑ Be sure to connect the extension phone, answering machine, or data modem before using your MultiPASS C70.

Connecting the Power Cord



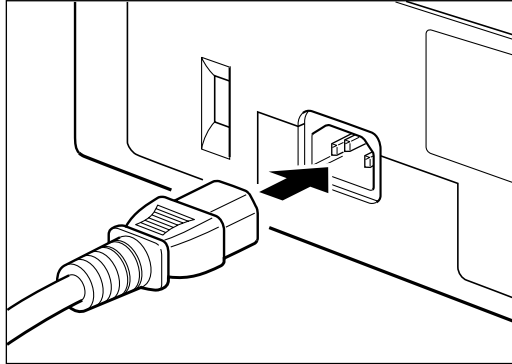
Follow these guidelines when connecting your MultiPASS C70 to a power source:

- ☐ The MultiPASS C70 is intended for domestic use only and requires 200–240 V AC. Do not use it outside the country for which it is intended.
- ☐ Only plug the unit into a 200–240-volt AC 50–60 Hz, three-prong grounded outlet.
- ☐ Use only the power cord that came with the unit. Using a longer cord or extension cord can cause the unit to malfunction.
- ☐ Unplug the unit only by pulling on the plug itself. Never pull on the cord.
- ☐ The MultiPASS C70 is equipped with a three-prong, grounding-type plug provided with a third (grounding) pin. This plug will only fit into a grounding-type outlet. This is a safety feature. If you are unable to insert the plug into your outlet, contact an electrician to replace your outlet. Do not defeat the safety purpose of the grounding-type plug by breaking off the third prong or using a 3-to-2 adaptor.*
- ☐ Do not plug the MultiPASS C70 into the same circuit as an appliance such as an air conditioner, electric typewriter, television, or copier. Such devices generate electrical noise that can interfere with your MultiPASS C70's ability to send and receive faxes.
- ☐ Do not allow anything to rest on the power cord, and do not locate the unit where the cord will be walked on. Make sure the cord is not knotted or kinked.
- ☐ Make sure that the total ampere rating of all products plugged into the wall outlet does not exceed the current amperage of the circuit breaker.
- ☐ Make sure the operation panel of the MultiPASS C70 is properly closed, and that there are no documents in this area.

* The shape of the plug varies depending on the country of purchase.

Connect the power cord as follows:

1. Plug the supplied power cord into the power cord connector on the back of the MultiPASS C70.



2. Plug the other end of the power cord into a properly grounded AC outlet (three-pronged outlet).



Note

The MultiPASS C70 has no power switch, so its power is on as long as it is plugged in. Once connected, though, the unit still needs to warm up before you can use it.

- ❑ While the MultiPASS C70 is warming up, the Alarm light blinks and the following message appears in the LCD display:

PLEASE WAIT

- ❑ When the time and receive mode appear, the MultiPASS C70 is in standby mode and ready for use.

Ex: 13:30 FaxOnly



If the BJ cartridge has not been installed yet, the following message and the standby mode display alternate in the LCD display:

PUT IN CARTRIDGE

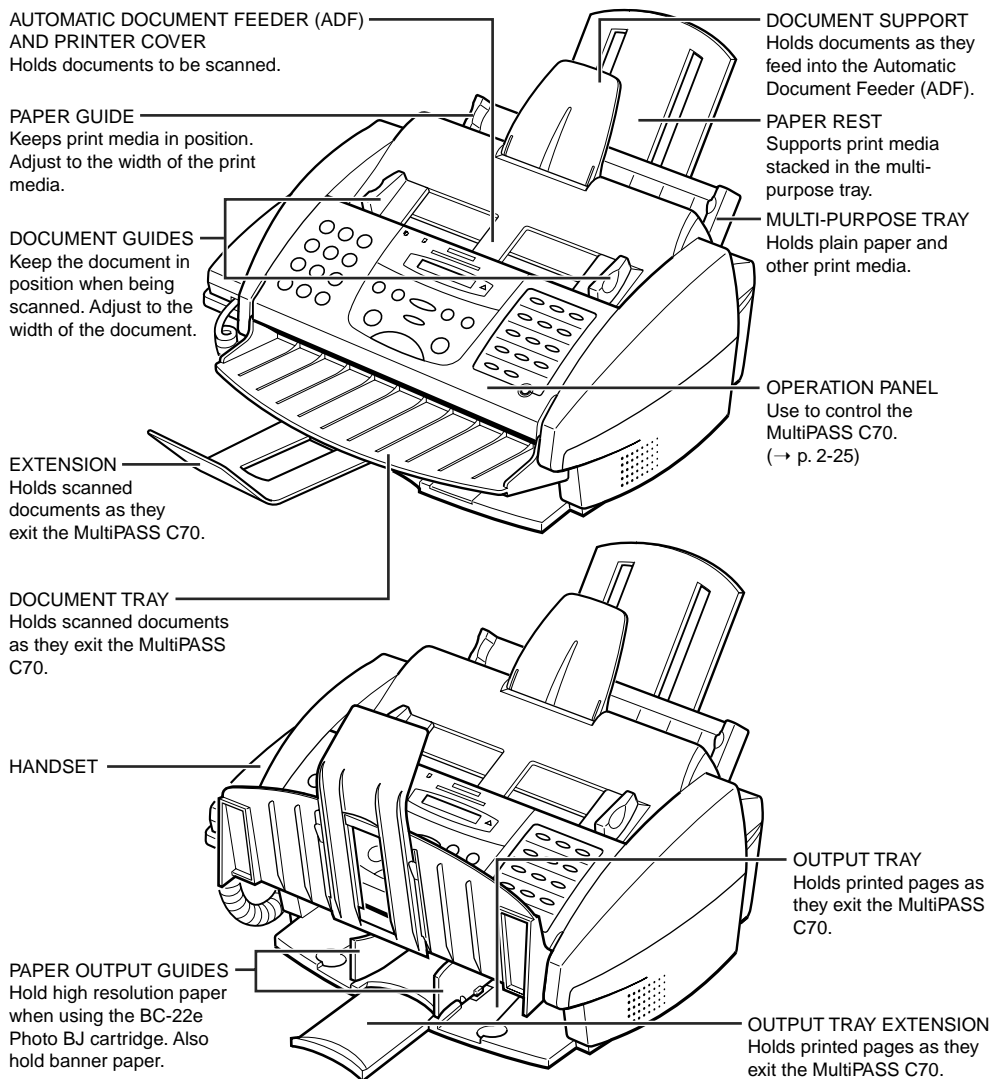
Ex:

13:30 FaxOnly

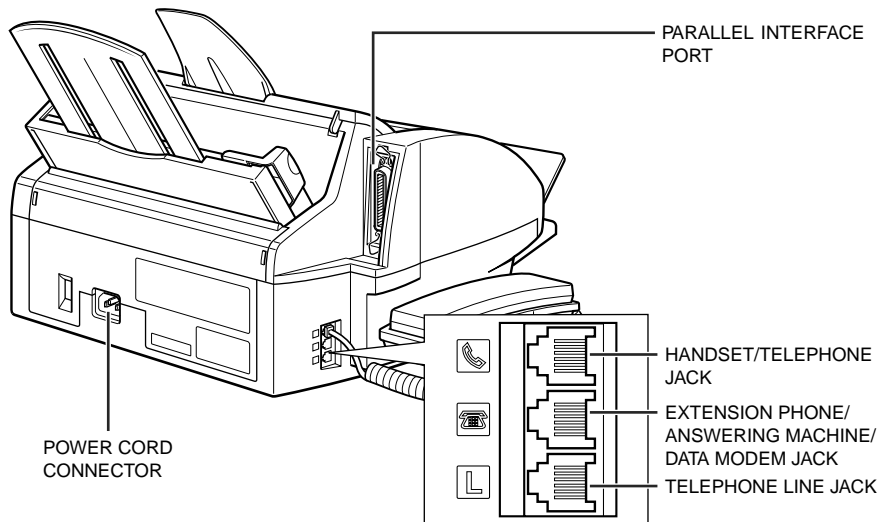
Main Components of the MultiPASS C70

Before using your MultiPASS C70, take a few moments to look over the unit and become familiar with its components.

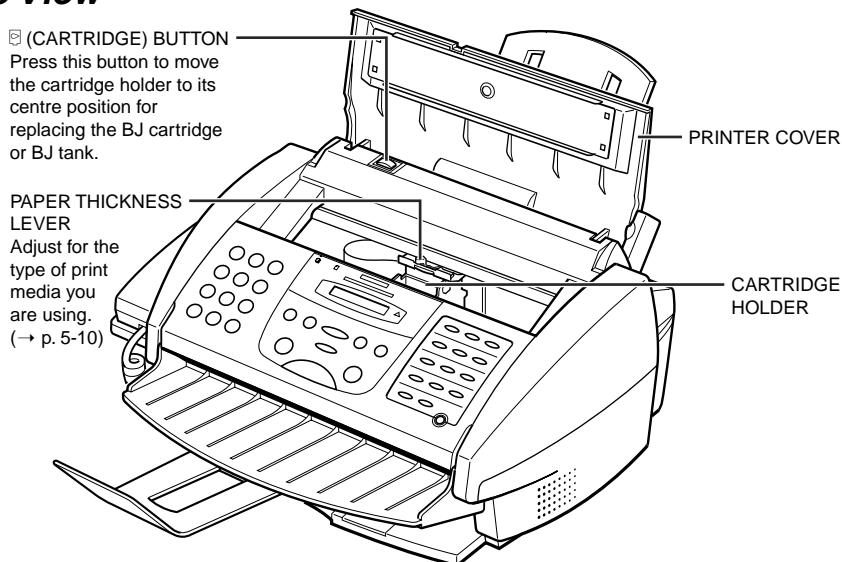
Front View



Back View



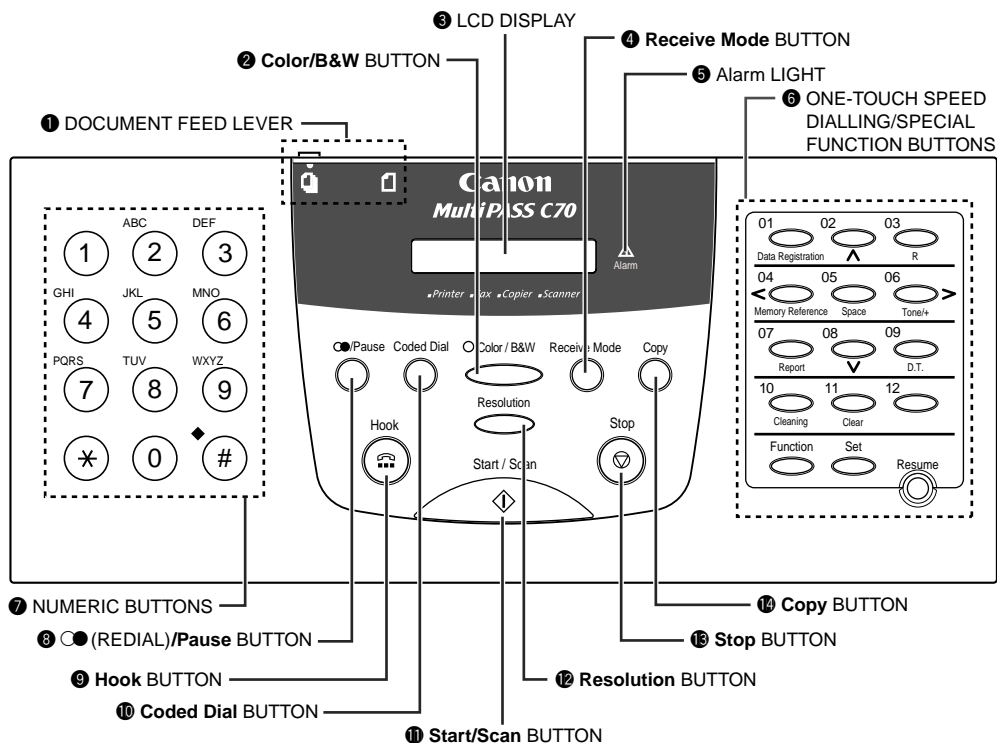
Inside View



Handset

For details on the components of the handset, refer to Appendix B, *Handset*.

Operation Panel



1 Document Feed Lever (→ p. 4-5)


Sets the Automatic Document Feeder (ADF) to (automatic document feed) for feeding multipage documents, or to (manual document feed) for feeding single sheets.

2 Color/B&W Button (→ p. 7-3, 10-2)

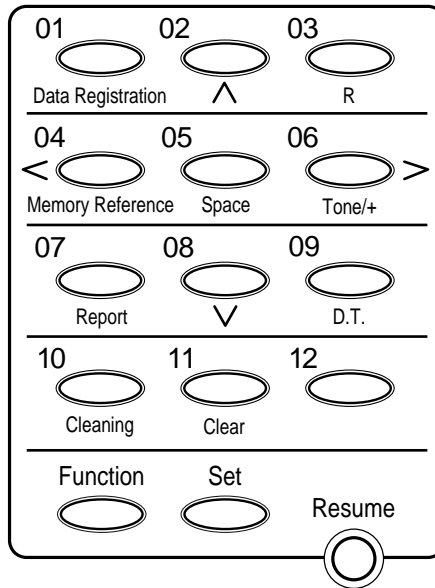
Sets the unit for colour or black & white transmission or copying. For colour transmission or colour copying, press this button to turn on its light.

3 LCD Display

Displays messages and prompts during operation, and displays selections, text, numbers, and names when registering information.

- 4 Receive Mode Button (→ Chapter 8)**
Selects the receive mode.
- 5 Alarm Light**
Flashes when an error occurs, or when the MultiPASS C70 is out of paper or ink.
- 6 One-Touch Speed Dialling/Special Function Buttons**
Dial fax/telephone numbers that you have registered for one-touch speed dialling. Also used to perform special functions.
(→ pp. 2-27, 3-4, 6-9)
- 7 Numeric Buttons**
Enter numbers when dialling or registering numbers. Also enter letters when registering names.
- 8  (Redial)/Pause Button (→ pp. 7-17, 9-6)**
Redials the last number that was dialled using the numeric buttons (regular dialling). Also enters pauses between or after the fax/telephone number when dialling or registering numbers.
- 9 Hook Button**
Engages or disengages the telephone line.
- 10 Coded Dial Button (→ p. 6-17)**
Press this button and a two-digit code to dial a fax/telephone number that you have registered for coded speed dialling.
- 11 Start/Scan Button**
Starts sending, receiving, scanning, and copying.
- 12 Resolution Button (→ pp. 7-4, 7-5, 10-3)**
Selects the resolution the MultiPASS C70 uses for the document you are sending or copying.
- 13 Stop Button**
Cancels sending, receiving, registering data, copying and other operations, and returns the MultiPASS C70 to standby mode.
- 14 Copy Button (→ p. 10-3)**
Sets the MultiPASS C70 to make copies.

Special Function Buttons



- ❑ **Data Registration Button (→ p. 3-5)**
Accesses the different menus for setting speed dialling, user preferences, sending and receiving options, and many other important settings.
- ❑ **^, v Buttons**
Scroll through the settings so you can see other selections in the menus during data registration.
- ❑ **R Button (→ p. 9-2)**
Dials the outside line access number when the MultiPASS C70 is connected through a switchboard (PBX). (You must register this button before you can use it.)
- ❑ **Memory Reference Button (→ pp. 7-28, 7-29, 7-33, 8-18)**
Performs operations with documents currently stored in memory, including printing a list of documents, printing a document, and deleting a document. Also prints documents in memory you no longer want to upload to your PC.

- ❑ **Space Button**
Enters a space between letters and numbers when registering information.
- ❑ **Tone/+ Button (→ p. 9-7)**
Allows you to switch temporarily to tone dialling when your MultiPASS C70 is set for pulse dialling. Also enters a plus sign (+) when registering your unit fax/telephone number.
- ❑ **<, > Buttons**
Move the cursor left or right when registering data.
- ❑ **Report Button (→ pp. 3-18, 6-26, 6-29, 11-5)**
Prints reports containing information registered in the unit and information on transactions.
- ❑ **D.T. Button* (→ p. 9-9)**
Allows you to confirm a dial tone in the middle of a fax/telephone number.
- ❑ **Cleaning Button (→ pp. 5-23, 12-15, 12-17)**
Prints the nozzle check pattern and performs cleaning operations for the BJ cartridge print head and unit rollers.
- ❑ **Clear Button**
Clears an entire entry when registering information.
- ❑ **Function Button/Light (→ p. 3-4)**
Switches between the special function buttons and the one-touch speed dialling buttons. To use the special function buttons, press this button to turn on its light. To use the one-touch speed dialling buttons, press to turn off its light.
- ❑ **Set Button**
Selects a menu setting and registers information during data registration.
- ❑ **Resume Button**
Form-feeds paper when printing, and resumes printing after an error is corrected.

* This feature is not available in Australia and New Zealand.

Installing the BJ Cartridge


This section explains how to install the BJ cartridge in the MultiPASS C70 so that you can begin using your unit. For more details on BJ cartridges and BJ tanks, refer to *BJ Cartridge* on page 12-12.



The MultiPASS C70 comes with one BX-20 Black BJ cartridge and one BC-21e Colour BJ cartridge. The BC-22e Photo BJ cartridge is available as an option for the MultiPASS C70. For details on purchasing any of these cartridges, contact your local authorised Canon dealer.*

BJ Cartridge Guidelines

The most important thing you can do to ensure the best possible print quality, as well as extend the life of your MultiPASS C70, is to take care of the MultiPASS C70's BJ cartridges following these guidelines:

- ☐ Store BJ cartridges at room temperature.
- ☐ Keep BJ cartridges in their sealed containers until you are ready to use them.
- ☐ Do not shake BJ cartridges vigorously while handling.
- ☐ To change a BJ cartridge, be sure to press the  button (inside the unit) to move the cartridge holder to the centre.
- ☐ Install the BJ cartridge immediately after removing its print head cap and protective tape.
- ☐ Always use the BJ cartridge within one year of unpacking it.
- ☐ When changing BJ cartridges, always store the unused BJ cartridge in the SB-21 BJ cartridge container provided with the MultiPASS C70.
- ☐ Do not remove the BJ cartridge from the MultiPASS C70 unless necessary.

*The BJ cartridges included with your MultiPASS C70 may vary depending on the country of purchase.



Note

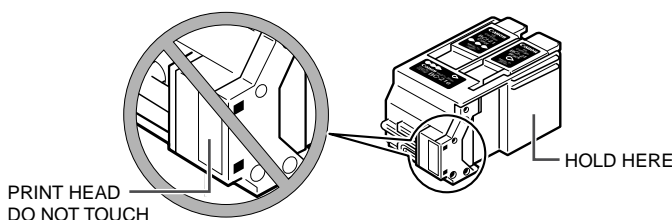
The ink in the BJ cartridges is difficult to clean up if spilled. To avoid spilling ink, always be sure to follow these precautions when handling the BJ cartridges:


- ☐ Do not attempt to disassemble or refill the BJ cartridge or a BJ tank.
- ☐ Do not shake or drop the BJ cartridge, or tip the print head downwards.
- ☐ Keep BJ cartridges out of children's reach.



CAUTION

Hold the BJ cartridge by its sides only. Do not touch the print head, the sharp edges around the print head, the silver plate on the bottom of the BJ cartridge, or the silver metal or circuit area on its side.



- ☐ Make sure the cartridge holder is in its home position (on the right side of the unit) when you are not using the MultiPASS C70. If it is not in its home position, press the  button (inside the unit). Leaving it out of its home position will dry out the print head on the BJ cartridge.
- ☐ Clean the print head when print quality is no longer satisfactory. Refer to *Testing and Cleaning the BJ Cartridge Print Head* (→ p. 12-15). If the print quality does not improve after five consecutive cleanings, replace the BJ tank or BJ cartridge.
- ☐ Do not use a BC-21e Colour BJ cartridge with either of its BJ tanks missing. Doing so can cause the ink to clog.
- ☐ Do not remove the BJ tanks from the BC-21e Colour BJ cartridge unnecessarily, or the ink in them may clog.

Installing the BJ Cartridge in the MultiPASS C70

When there is no BJ cartridge installed in the MultiPASS C70, the LCD display shows this message:

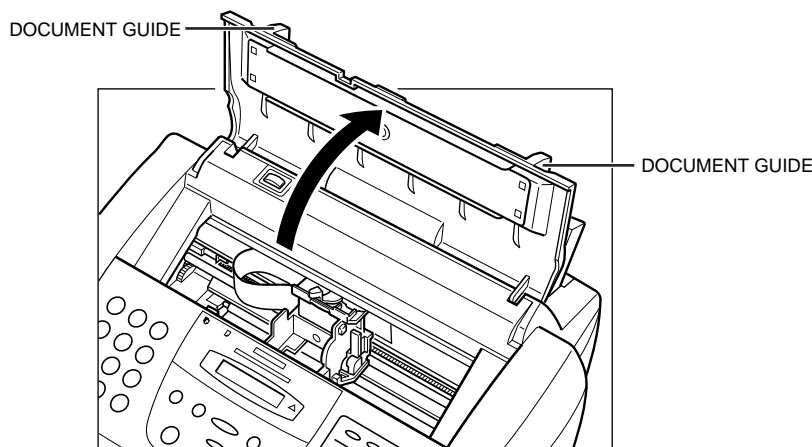
PUT IN CARTRIDGE



The MultiPASS C70 comes with one BX-20 Black BJ cartridge and one BC-21e Colour BJ cartridge. The steps in this section show the BC-21e Colour BJ cartridge. However, please note that the installation procedure is the same for the BX-20 Black BJ cartridge and the optional BC-22e Photo BJ cartridge.*

To install your BJ cartridge, follow these steps:


1. Make sure the MultiPASS C70 is plugged in.
2. Open the printer cover by grasping the document guides and lifting.
 - ☐ If the printer cover does not open easily, slide the document guides outwards and then open the printer cover.

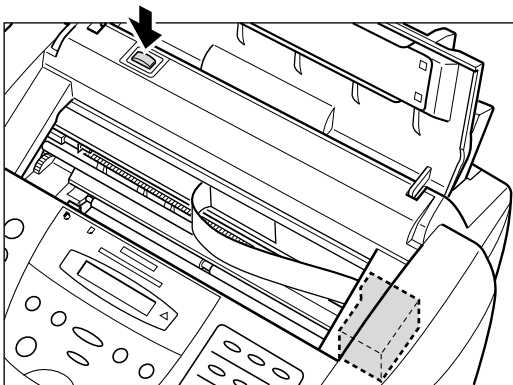


* The BJ cartridges included with your MultiPASS C70 may vary depending on the country of purchase.



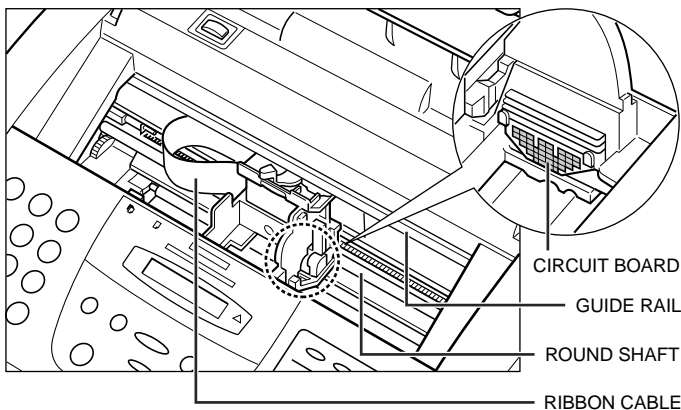
Note

When you plug in the MultiPASS C70 for the first time, the cartridge holder automatically moves to the centre of the unit so you can install the BJ cartridge. If the cartridge holder is not in the centre, press the  button (inside the unit).

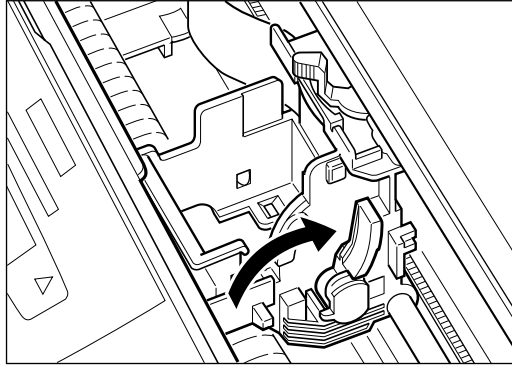


CAUTION

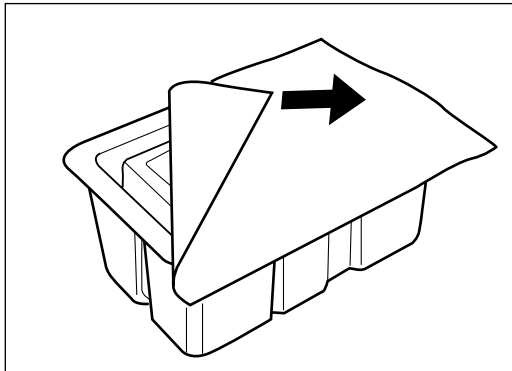
- ❑ Do not try to manually move or stop the cartridge holder as this may damage the MultiPASS C70.
- ❑ Do not touch the round shaft, guide rail, or ribbon cable. Also, do not touch the small circuit board on the cartridge holder. Touching these parts may adversely affect operation of the unit and/or cause print quality deterioration.



3. Raise the blue cartridge lock lever (on the cartridge holder) by gently pulling up on it.

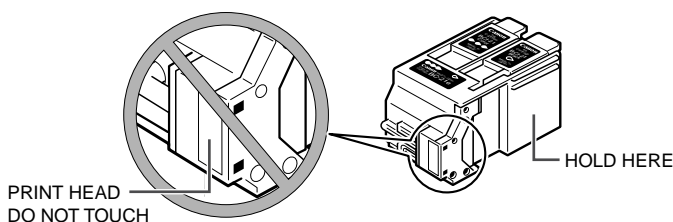


4. Peel the cover off the new BJ cartridge's protective packaging, and remove the BJ cartridge.

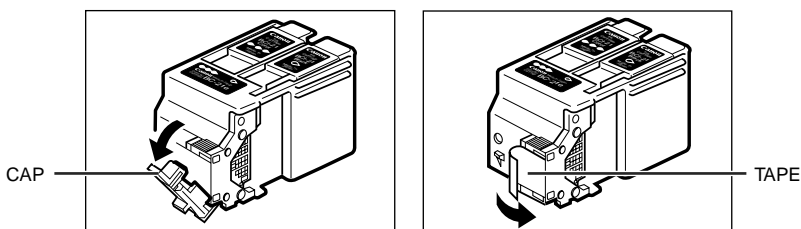




Hold the BJ cartridge by its sides only. Do not touch the print head, the sharp edges around the print head, the silver plate on the bottom of the BJ cartridge, or the silver metal or circuit area on its side.

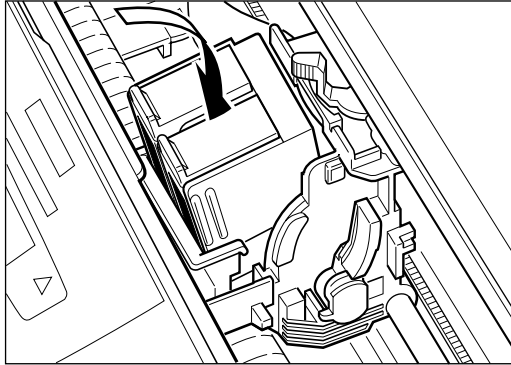


5. Lift the orange cap off the BJ cartridge's print head, then remove the orange tape.

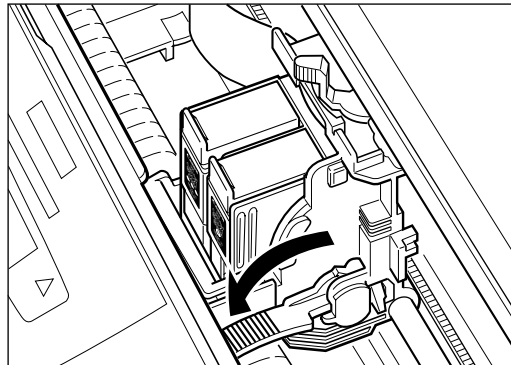


- ❑ Spilled ink can stain any surface; protect yourself and your work area.
- ❑ Discard the cap and tape immediately. Never attempt to reattach the cap or tape to the print head, or you can adversely affect the ink flow or quality of the ink colour.

6. Hold the BJ cartridge so that its label faces outwards, then slide it into the cartridge holder.
 - ❑ Be careful not to touch the silver plate on the bottom of the BJ cartridge or the silver metal or circuit area on its side.

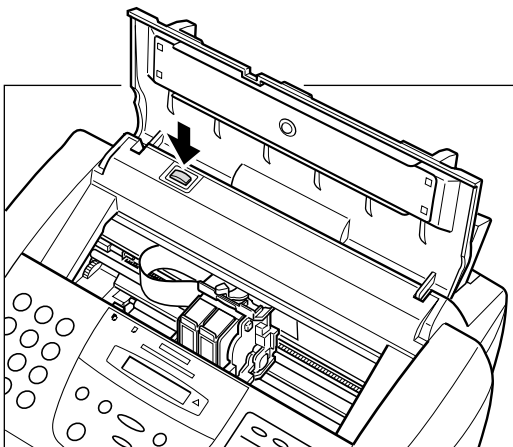


7. Lower the blue cartridge lock lever completely.
 - ❑ Do not use excessive force.



- ❑ The BJ cartridge is now locked into position.

8. Press .



- ❑ The cartridge holder moves to its home position on the right side of the unit and begins cleaning the print head. This process takes about 55 seconds.



Do not try to manually move or stop the cartridge holder as this may damage the MultiPASS C70.

9. Close the printer cover.



Unplug the MultiPASS C70 only when it is in standby mode (time and receive mode shown in the LCD display). Do not unplug the MultiPASS C70 when the cartridge holder is not in its home position on the right. If you unplug the unit while it is printing, or move the cartridge holder from its home position, the BJ cartridge will not be capped and can dry out.

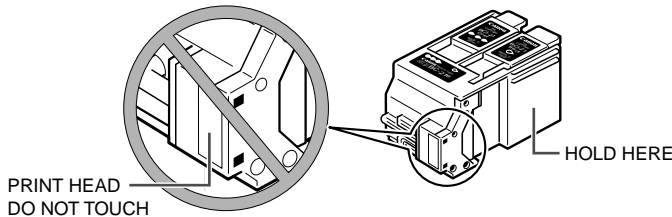
Storing a BJ Cartridge in its Container

Once a BJ cartridge is unwrapped, its print head must be kept from drying out, or it can clog and fail to work properly. A BJ cartridge installed in the MultiPASS C70 is protected from drying out by automatically moving to the home position on the right side of the unit and capping itself.

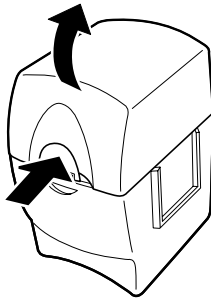
If you remove a partially used BJ cartridge from the MultiPASS C70, store it in the SB-21 BJ cartridge container provided with your unit.



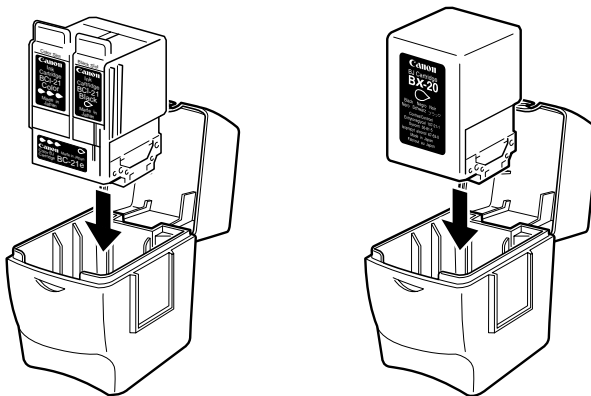
Hold the BJ cartridge by its sides only. Do not touch the print head, the sharp edges around the print head, the silver plate on the bottom of the BJ cartridge, or the silver metal or circuit area on its side.



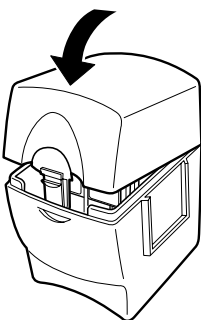
1. Press on the release tab and open the cover.



2. Insert the BJ cartridge in its container with the BJ cartridge's label facing forward, and the print head down.



3. Close the BJ cartridge container lid, and snap it shut.



Loading Paper

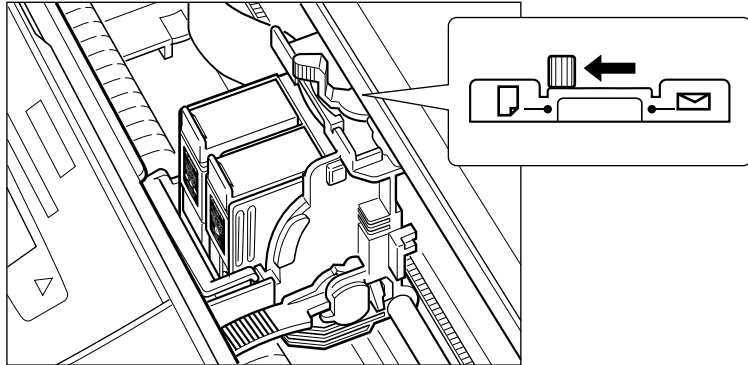
This section describes how to load plain paper in the multi-purpose tray so that you can begin using your MultiPASS C70. For complete details on print media specifications and other guidelines for selecting and loading print media, refer to Chapter 5, *Paper Handling*.

Paper Guidelines

- ❑ To avoid paper jams and poor print quality, never try to print on damp, curled, wrinkled, or torn paper.
- ❑ Store paper and other media flat, and leave it in its wrapper until you are ready to use it. Store unused paper from opened packs in the original packing in a cool, dry location.
- ❑ Store paper at 18°–24°C, 40%–60% relative humidity.
- ❑ Let the paper run out before you refill the multi-purpose tray. Avoid mixing “new” paper with paper remaining in the multi-purpose tray.
- ❑ Use cut-sheet paper only, not paper that comes on a roll.
- ❑ Do not use paper that is thicker than that specified for the MultiPASS C70. Printing with paper that is thick enough to come in contact with the print head nozzles may damage the BJ cartridge. For complete paper specifications, refer to Chapter 5, *Paper Handling*.
- ❑ If your printed page contains a large amount of graphics, the ink on the page may be damp due to the print density. Leave the page in the output tray for 30 to 60 seconds to allow the ink to dry. Then remove the page being careful not to touch the document tray or extension. Should you dirty the document tray or extension when removing the page, wipe them clean with a clean, soft, lint-free cloth moistened with water or diluted dishwashing detergent solution.

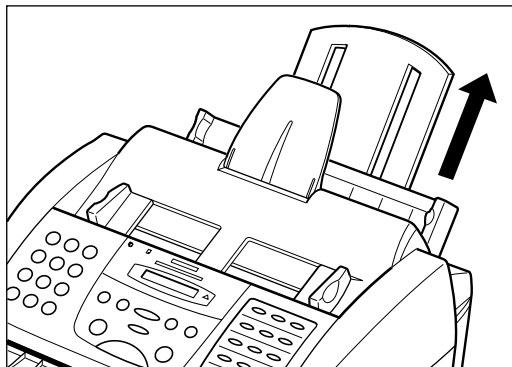
Loading Paper in the Multi-Purpose Tray

1. Make sure the paper thickness lever is set to the left (□).
 - For details, refer to *Setting the Paper Thickness Lever* on page 5-10.

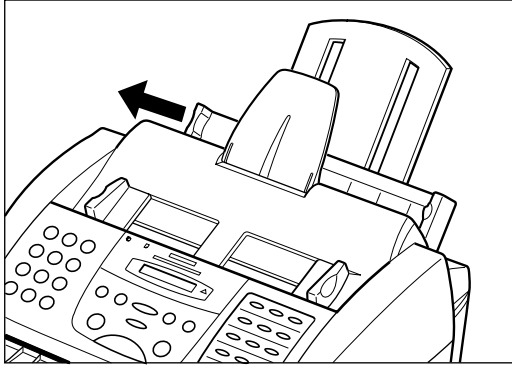


To avoid paper jams, smearing, and other problems, never open the printer cover to set the paper thickness lever while the MultiPASS C70 is printing.

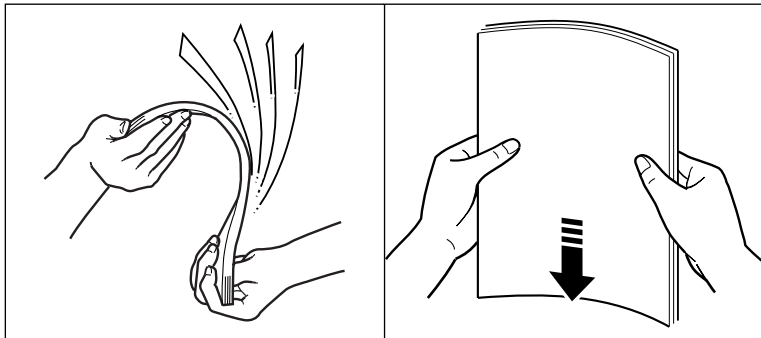
2. Pull the paper rest up until it stops.



3. Move the paper guide to the left to match the size of your paper.

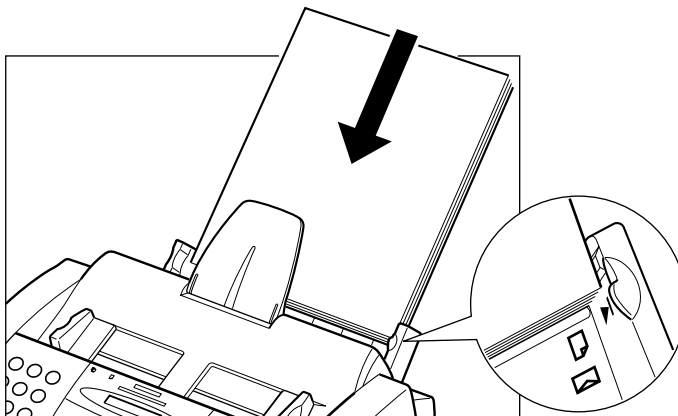


4. Prepare a stack of paper by fanning the edge that will feed into the unit first, and then tapping the stack on a flat surface to even its edges.



5. Insert the stack into the multi-purpose tray until it stops, so that the right edge of the stack is aligned with the right side of the multi-purpose tray.

❑ The multi-purpose tray holds up to 100 sheets* of plain paper.



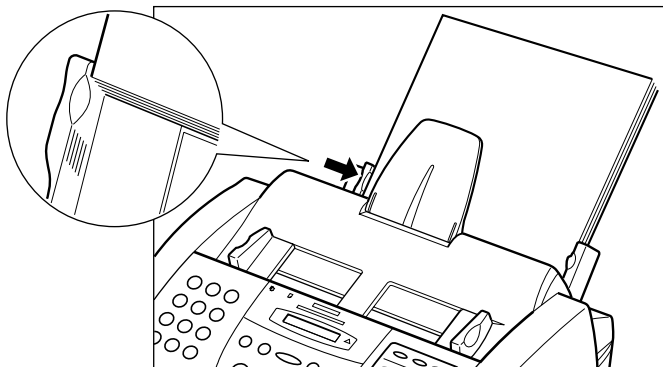
Note

Make sure the top of the stack is below the paper limit mark (▶).



* 75 g/m² paper

6. Slide the paper guide snugly against the left edge of the stack.



The MultiPASS C70 is now ready to print.

Testing the MultiPASS C70

After you have assembled your MultiPASS C70, installed the BJ cartridge, and loaded the print media, you can make sure the MultiPASS C70 is printing properly by making several copies of a document. For instructions, see Chapter 10, *Making Copies*.

If you have problems printing, refer to Chapter 13, *Troubleshooting*.

Chapter 3

Registering Information in the MultiPASS C70

This chapter describes the methods of entering information in the MultiPASS C70 and briefly explains how to browse through the menus and find items you want. You will also find instructions for entering your sender information, which you may want to register before using your unit.

- ❑ Methods for Registering Information in the MultiPASS C703-2
- ❑ Guidelines for Entering Information Via the Operation Panel3-3
 - Using the One-Touch Speed Dialling/Special Function Buttons.....3-4
 - Understanding and Accessing the Menus3-5
 - Returning to a Previous Level3-7
 - Returning Directly to Standby Mode3-7
 - Entering Numbers, Letters, and Symbols3-8
 - Correcting a Mistake3-11
- ❑ Registering Sender Information3-12
 - What is Sender Information?.....3-12
 - Entering the Date and Time.....3-14
 - Registering Your Fax Number and Unit Name.....3-15
 - Printing a List to Check the Sender Information3-18
- ❑ Setting the Telephone Line Type3-19

Methods for Registering Information in the MultiPASS C70

To customise the MultiPASS C70 to your particular needs, you can adjust the general operation, sending, receiving, printing, system settings, and speed dialling settings. There are two methods of adjusting these settings:

Method 1: Using the MultiPASS C70 operation panel

You can adjust settings directly via the operation panel of the MultiPASS C70. Detailed instructions are described in this guide. Adjusting settings through the operation panel is convenient when you do not have your MultiPASS C70 connected to a PC.

Method 2: Using the MultiPASS Desktop Manager

You can adjust settings using the MultiPASS Desktop Manager software included with your MultiPASS C70. For detailed instructions refer to the *MultiPASS Suite Software User's Guide*.

Before adjusting any settings, decide whether you prefer to make changes from the operation panel or from the MultiPASS Desktop Manager. Using both—the operation panel and the MultiPASS Desktop Manager—may cause confusion. Changes made to settings through the operation panel will not be displayed in the MultiPASS Desktop Manager, and changes made in the MultiPASS Desktop Manager will override any corresponding settings made through the operation panel.



If your MultiPASS C70 is connected to a PC, we recommend using the MultiPASS Desktop Manager to adjust any settings.

Guidelines for Entering Information Via the Operation Panel

The following section provides a brief overview of how to use the buttons on the operation panel to access menus, make selections, and register your entries. You will also find information on entering numbers, letters, and symbols to register fax/telephone numbers and names.

When entering information, always keep the following points in mind:

- ❑ If you pause while entering information and do not make an entry for more than 60 seconds, the MultiPASS C70 returns automatically to standby mode and loses all information you had entered up to that point. You will have to start again.
- ❑ If the MultiPASS C70 is set for manual receiving and the unit rings while you are entering information, press the **Stop** button and lift the handset or the handset of the telephone or extension phone. The MultiPASS C70 will automatically save all the information entered up to the last time you pressed the **Set** button.
 - If you hear nothing or a slow beep, someone is trying to send a fax: press the **Start/Scan** button on the MultiPASS C70 or dial 25 (remote receiving ID) on the telephone or extension phone to activate reception of the fax. Then hang up the handset.
(→ *Receiving a Fax Manually*, p. 8-14)
 - If you hear a voice, you are receiving a normal telephone call.
 - If your MultiPASS C70 is set to receive faxes automatically, you do not have to press the **Stop** button. The MultiPASS C70 will automatically receive the fax.

Using the One-Touch Speed Dialling/Special Function Buttons

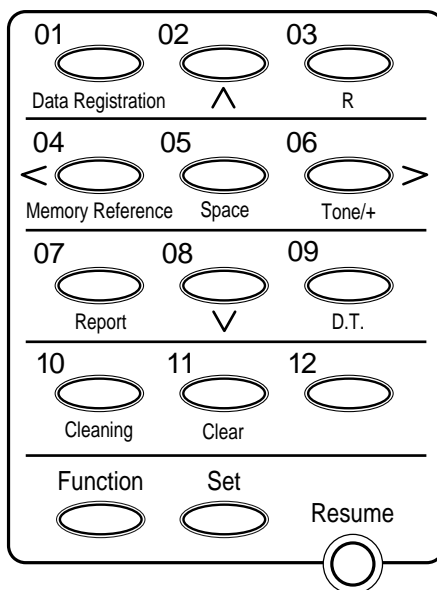
The buttons located on the right of the operation panel have two functions:

One-Touch Speed Dialling Buttons

The buttons marked 01 to 12 can be used to dial fax/telephone numbers registered under these buttons. For details, refer to page 6-2. To use the one-touch speed dialling buttons, the **Function** button's light must be off.

Special Function Buttons

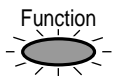
To access the special functions (marked under or to the sides of the buttons), press the **Function** button to turn on its light and then press the button you wish to access.



Understanding and Accessing the Menus

The menu system, accessed with the **Data Registration** button, contains settings that allow you to register important information and set up different features of your MultiPASS C70. In this section we will describe the general procedure for displaying and accessing the menus, and describe them briefly. The content of each menu is described in detail in Chapter 14, *Summary of Settings*.

To access the menus, follow the general procedure below:



1. Press **Function**.



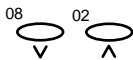
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



4. Use **V** or **^** to select the menu you want.

Ex: RX SETTINGS

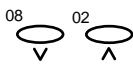
- ☐ Press **V** to select the next menu in the list. The list will wrap from the last menu in the list to the first.
- ☐ Press **^** to select the previous menu in the list. The list will wrap from the first menu in the list to the last.
- ☐ You can select from the following menus:
 - **USER SETTINGS** menu (→ pp. 14-5, 14-6)
Contains important settings such as date and time setup, and registration of the sender information that you may wish to enter when you first set up your unit.
 - **REPORT SETTINGS** menu (→ pp. 14-7, 14-8)
The settings under this menu allow you to select different options for printing transaction reports.

- TX (Transmission) SETTINGS menu (→ pp. 14-9, 14-10)
Use these settings to customise how the unit sends documents.
- RX (Reception) SETTINGS menu (→ pp. 14-11, 14-12)
Use these settings to customise how the unit receives documents.
- PRINTER SETTINGS menu (→ pp. 14-13, 14-14)
Use these settings to customise how the unit prints.
- SYSTEM SETTINGS menu (→ pp. 14-15, 14-16)
Use these settings to set up system defaults such as the date format, the language for the LCD display, and the transaction speeds.



5. Press **Set** to access the settings under the menu you selected.

Ex: ECM RX



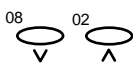
6. Use **V** or **^** to select the setting you want.

Ex: INCOMING RING



7. Press **Set** to display the sub-setting under the setting you selected.

Ex: OFF



8. Again, use **V** or **^** to select the sub-setting you want.

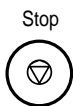
-or-

If required, use the numeric buttons to enter information.



9. Press **Set** to register the setting or entry.

- ☐ If you access additional settings, repeat the above procedure from step 6.



10. When you have finished changing settings, press **Stop** to return to standby mode.

Ex:

15:00	FaxOnly
-------	---------

Returning to a Previous Level

To return to a previous level so you can continue browsing, press **Data Registration**. Each time you press **Data Registration**, you will return to the previous level until the unit is back in standby mode.

Returning Directly to Standby Mode

If at any stage you wish to return directly to standby mode, press **Stop**.



Note

-
- ☐ If you do not press a button for 60 seconds, the unit will automatically return to standby mode.
 - ☐ The settings in the menus described in this section can also be adjusted from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)
 - ☐ Settings changed from the MultiPASS Desktop Manager will override any settings made from the operation panel.
 - ☐ Settings changed using the operation panel will not be displayed in the MultiPASS Desktop Manager.
-

Entering Numbers, Letters, and Symbols

Each numeric button has a number and a group of uppercase and lowercase letters assigned to it. Use the chart below to determine which numeric button to press for each character.

Button	Uppercase Letter Mode (:A)	Lowercase Letter Mode (:a)	Number Mode (:1)
①			1
^{ABC} ②	ABCÅÄÅÄÄÄÆÇ	abcåääääâæç	2
^{DEF} ③	DEFÐĚĚĚĚĚ	defðěěěěě	3
^{GHI} ④	GHIİİİİ	ghiïïïï	4
^{JKL} ⑤	JKL	jkl	5
^{MNO} ⑥	MNOÑØÖÖÖÖÖ	mnoñøööööö	6
^{PQRS} ⑦	PQRSþ	pqrsþ	7
^{TUV} ⑧	TUVÜÚÛÛ	tuvüúûû	8
^{WXYZ} ⑨	WXYZÝ	wxyzý	9
⑩			0
⊛	Uppercase Letter Mode (:A) → Lowercase Letter Mode (:a) → Number Mode (:1)		
⬢ #	- . * # ! " , ; : ^ ` _ = / ' ? \$ @ % & + () [] { } < >		

When you come to a step that requires you to enter a name or number, follow the procedures on the following pages:

Changing Between Number Mode and Letter Mode



Press the ***** button repeatedly to select number mode, uppercase letter mode, or lowercase letter mode.

When you are in number mode “:1” appears on the right of the LCD display.

— : 1

When you are in uppercase letter mode, “:A” appears on the right of the LCD display.

— : A

When you are in lowercase letter mode, “:a” appears on the right of the LCD display.

— : a

To enter letters:

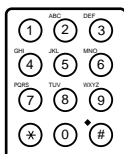


1. Press ***** repeatedly to switch to uppercase or lowercase letter mode.

— : A (Uppercase letter mode)

-or-

— : a (Lowercase letter mode)



2. Press the numeric button that contains the letter you want.

- ☐ Press repeatedly until the letter you want appears. If you go past the letter you want, you will have to keep on pressing the button until it reappears.

Ex: C : A

- ☐ Refer to the table on the previous page if you are unsure which button to press for the letter you want.



3. Continue entering other letters using the numeric buttons.

If the next letter you want to enter is under a different numeric button, simply press ***** to select uppercase or lowercase letter mode, then press the numeric button that contains the letter you want and press repeatedly until the letter you want appears.

-or-

If the next letter you want to enter is under the same numeric button you just pressed, press **>** to move the cursor to the right. Then press ***** to select uppercase or lowercase letter mode and press the same numeric button repeatedly until the letter you want appears.

☐ To enter a space, press **Space**.

To enter numbers:



1. Press ***** repeatedly to switch to number mode.

Ex: CANON _ : 1 (Number mode)



2. Press the numeric button for the number you want.

Ex: CANON 1_ : 1

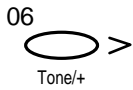
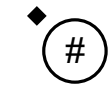
☐ To enter a space, press **Space**.



3. Continue entering other numbers using the numeric buttons.

Ex: CANON 10_ : 1

To enter symbols



1. Press **#** repeatedly until the symbol you want appears.
2. If you want to enter another symbol, press **>** to move the cursor to the right, then press **#** repeatedly until the symbol you want appears.

Correcting a Mistake

If you make a mistake while entering a name, you can correct it as follows:



1. Use **<** or **>** to move the cursor under the incorrect character.

Ex:



2. Use the numeric buttons to enter the correct character over the incorrect character.

Ex:



3. When you have finished making corrections, press **Set** to register your new entry.



Alternatively, you can press the **Clear** button to delete the whole entry.

Registering Sender Information

This section explains the sender information and gives details on registering this information in your MultiPASS C70.

What is Sender Information?

When you receive a fax, you may notice that the name of the person or company who sent you the fax, their fax/telephone number, and the date and time of transmission will be printed in small type at the top of each page. This information is called the *Sender information* or the *Transmit Terminal Identification (TTI)*. Similarly, you can register your details in your MultiPASS C70 so that whenever you send a fax, the other party will know who sent it, and when it was sent. The following page shows an example of the sender information printed on a received fax.

	27/12 2000 10:12 FAX 123 4567	CANON	CANON CANADA	001
DATE AND TIME Date and time of transmission.	THE SLEREXE COMPANY LIMITED SAPORS LANE•BOOLE•DORSET•BH25 8ER TELEPHONE BOOLE (015 13) 51617 – FAX 123456 Our Ref. 350/PJC/EAC			
FAX/TELEPHONE NUMBER Your fax/telephone number. You can select FAX or TEL to be displayed in front of the number.				
UNIT NAME Your name or company name.				
DESTINATION If you used memory sending and dialled the fax number using one-touch or coded speed dialling, the other party's name appears here.				
PAGE NUMBER The page number of the fax.				

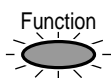
The following pages explain how to enter this information via the MultiPASS C70 operation panel:



You can also enter this information from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

Entering the Date and Time

Follow this procedure to set the current date and time:



1. Press **Function**.



2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



4. Press **Set**.

DATE & TIME



5. Press **Set**.

- ☐ The date and time currently set for the unit are displayed.

Ex: 20/12/2000 13:30



6. Use the numeric buttons to enter the correct day, month, year, and time.

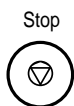
Ex: 27/12/2000 15:00

- ☐ Enter the new date and time over the previous date and time.
- ☐ Use the day/month/year format for the date and use the 24-hour format for the time (e.g. 1:00 p.m. as 13:00).
- ☐ The default format for the date is DD/MM YYYY. However, if you prefer, you can change this format to YYYY MM/DD, or MM/DD/YYYY. (→ DATE SETUP, pp. 14-15, 14-16)
- ☐ If you make a mistake, press **Clear** and enter the date and time again. You can also use < or > to move the cursor under the digit you want to correct, and enter the correct digit.



7. When you have entered the correct date and time, press **Set** to register your entry.

UNIT TELEPHONE #

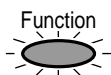


8. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

Registering Your Fax Number and Unit Name

Follow this procedure to register your fax/telephone number of your MultiPASS C70, and register your name or company name:



1. Press **Function**.



2. Press **Data Registration**.

DATA REGISTRATION



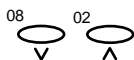
3. Press **Set**.

USER SETTINGS



4. Press **Set** again.

DATE & TIME



5. Use **V** or **^** to select UNIT TELEPHONE #.

UNIT TELEPHONE #



6. Press **Set**.

TEL=



7. Use the numeric buttons to enter your fax/telephone number.

Ex:

TEL=	1	2	3	4	5	6	7
------	---	---	---	---	---	---	---

- ☐ Your fax/telephone number can be up to 20 digits long (including spaces).
- ☐ To enter a space, press **Space**. Spaces are optional and are useful to make the number easier to read.
- ☐ To enter a plus sign (+) before the number, press **Tone/+**.
- ☐ If you make a mistake, press **Clear** and start again. Alternatively, you can use < to delete digits from the rightmost digit.

Set



8. Press **Set** to register your fax/telephone number.

UNIT NAME

- ☐ If you only need to register the fax/telephone number, press **Stop** after this step to return to standby mode. To register your name or company name, continue with the steps that follow.

Set



9. Press **Set** again.

—	: A
---	-----



10. Use the numeric buttons to enter your name or company name.

Ex:

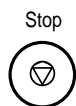
CANON	: A
-------	-----

- ☐ Your name can be up to 24 characters long (including spaces).
- ☐ To enter letters, numbers, and symbols, refer to the instructions on page 3-8.
- ☐ To switch between number mode, uppercase letter mode, and lowercase letter mode, press *.
- ☐ To enter a space, press **Space**.
- ☐ If you make a mistake, press **Clear** and start again. Alternatively you can use < to move back to the character you want to correct and enter the correct character.



11. Press **Set** to register your entry.

TX TERMINAL ID



12. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

Printing a List to Check the Sender Information

To check the sender information you have registered in the MultiPASS C70 and to check the current settings of your unit, you can print the User's Data List.

Follow this procedure:



1. Press **Function**.

07



2. Press **Report**.

ACTIVITY REPORT

08



02



3. Use **V** or **^** to select **USER DATA LIST**.

USER DATA LIST

Set



4. Press **Set**.

PRINTING REPORT

- ☐ The MultiPASS C70 begins printing the User's Data List.
- ☐ You can find the sender information registered in the MultiPASS C70 at the beginning of the list. The current settings of your unit are listed after this.

27/12 2000 17:23 FAX 123 4567		CANON		001	

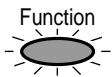
*** USER'S DATA LIST ***					

1.USER SETTINGS					
UNIT TELEPHONE #		123 4567			
UNIT NAME		CANON			
TX TERMINAL ID		ON			
TTI POSITION		OUTSIDE IMAGE			
TELEPHONE # MARK		FAX			
SCANNING CONTRAST		STANDARD			
OFFHOOK ALARM		ON			
VOLUME CONTROL					
CALLING VOLUME		2			
KEYPAD VOLUME		2			
ALARM VOLUME		2			
LINE MONITOR VOL.		2			
RX CALL LEVEL		HIGH			
TIE TYPE		TOUCH TONE			

Setting the Telephone Line Type

Before using your MultiPASS C70 to make calls or send documents, you need to make sure the telephone line type setting of your unit matches the telephone line you have. If you are unsure of the type of telephone line you have, check with your local telephone company.

Your MultiPASS is factory-set to TOUCH TONE. If you need to change this setting, follow the procedure below:



1. Press **Function**.



2. Press **Data Registration**.

DATA REGISTRATION



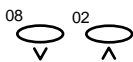
3. Press **Set**.

USER SETTINGS



4. Press **Set** again.

DATE & TIME



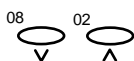
5. Use **V** or **^** to select TEL LINE TYPE.

TEL LINE TYPE



6. Press **Set**.
☐ The current line type setting is displayed.

Ex: TOUCH TONE



7. Use **V** or **^** to select the telephone line type setting you want.

ROTARY PULSE

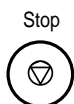
-or-

TOUCH TONE



8. Press **Set** to register the new line type.

R-KEY SETTING



9. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

Chapter 4

Document Handling

This chapter gives details on the requirements for documents you can feed into your MultiPASS C70. Whether you are faxing, copying, or scanning a document, read this section carefully for information on the types of documents you can feed, and instructions on loading documents for your specific needs.

- ❑ Document Requirements for Faxing, Copying, and Scanning4-2
 - Scanned Image Area4-4
- ❑ Selecting Automatic/Manual Document Feed4-5
 - Loading Documents for Automatic Feed4-6
 - Trouble With Multipage Documents4-9
 - Adding Pages to the Document4-10
 - Loading Documents for Manual Feed4-11

Document Requirements for Faxing, Copying, and Scanning

The documents you feed into the Automatic Document Feeder (ADF) for faxing, copying, and scanning must meet the following requirements:

When the document feed lever is set for automatic document feed

Size: (W × L)	Maximum: 216 mm × Approx. 1 m Minimum: 210 × 148 mm
Quantity:*	Up to 20 A4-size, 20 letter-size, or 10 legal-size sheets 1 sheet for sizes other than the above.
Thickness:	0.08 to 0.13 mm All sheets should be of the same thickness.
Weight:	75 to 90 g/m ² All sheets should be the same weight.

When the document feed lever is set for manual document feed

Size: (W × L)	Maximum: 216 mm × Approx. 1 m Minimum: 80 × 45 mm
Quantity:	1 sheet
Thickness:	0.08 to 0.43 mm
Weight:	90 to 340 g/m ²

* 75 g/m² paper



Note

Problem documents

- ❑ To prevent paper jams in the Automatic Document Feeder (ADF), do not use any of the following in the MultiPASS C70:



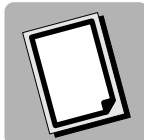
WRINKLED OR
CREASED PAPER



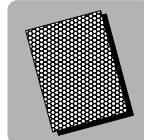
CURLED OR
ROLLED PAPER



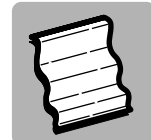
TORN PAPER



CARBON PAPER OR
CARBON-BACKED
PAPER



COATED PAPER

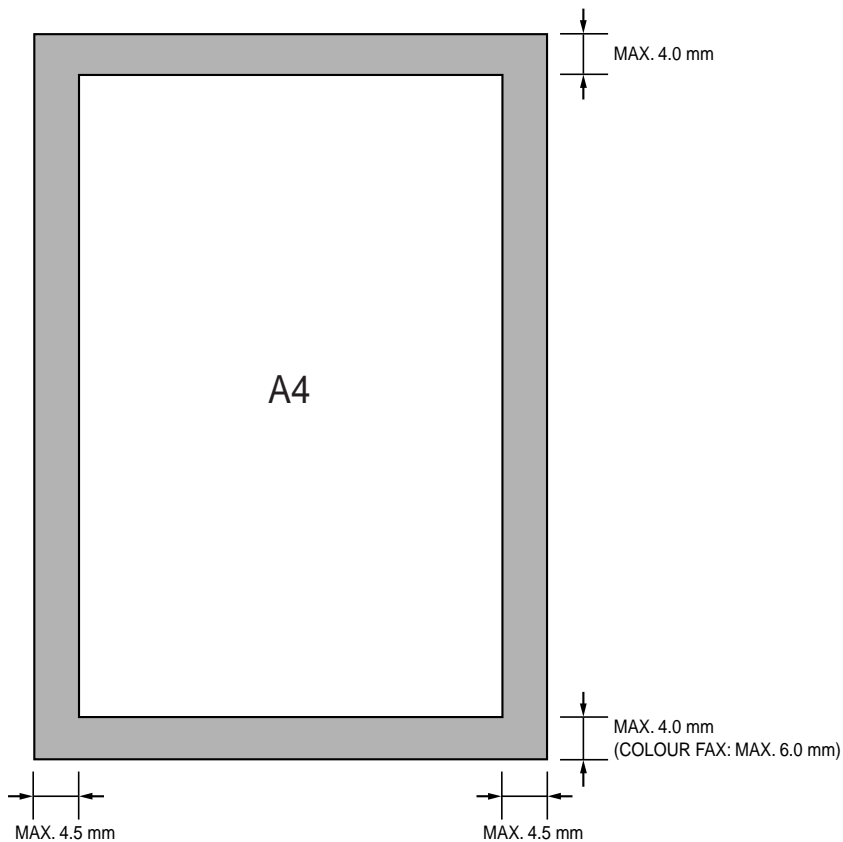


ONION SKIN OR
THIN PAPER

- ❑ Remove all staples, paper clips, or any other fasteners before loading the document into the Automatic Document Feeder (ADF).
- ❑ Make sure any glue, ink, or correction fluid on the paper is completely dry before loading the document into the Automatic Document Feeder (ADF).
- ❑ If you have a document that will not feed into the MultiPASS C70 properly, make a photocopy of the document, then load the copy instead.

Scanned Image Area

The shaded area in the illustration below is outside the MultiPASS C70's scanning area. Make sure your document's text and graphics do not extend into these margins.



Selecting Automatic/Manual Document Feed

With the MultiPASS C70, you can select whether you want to scan documents automatically or manually.

Automatic document feed is used when scanning multipage documents on normal paper.

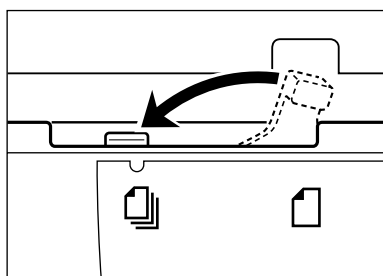
Use manual document feed to scan one sheet at a time of the following types of documents:

- ☐ Thick paper
- ☐ Thin paper
- ☐ Documents with uneven surfaces
- ☐ Photographs
- ☐ Small documents (business cards or postcards, for example)
- ☐ Special types of paper

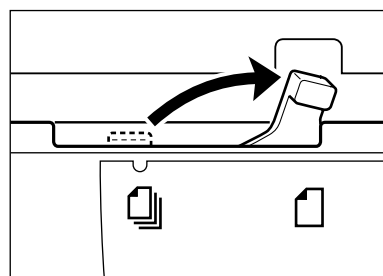


When using manual feed, use a carrier sheet to avoid scratching the surface of important documents (photographs, for example). Contact your Canon dealer or the Canon help line for details on purchasing a carrier sheet.

Use the document feed lever, located at the top of the operation panel, to select automatic document feed or manual document feed.



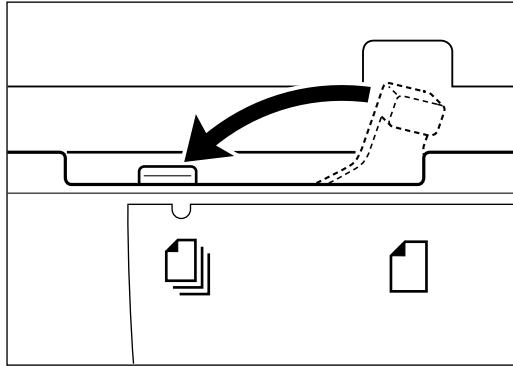
AUTOMATIC DOCUMENT FEED



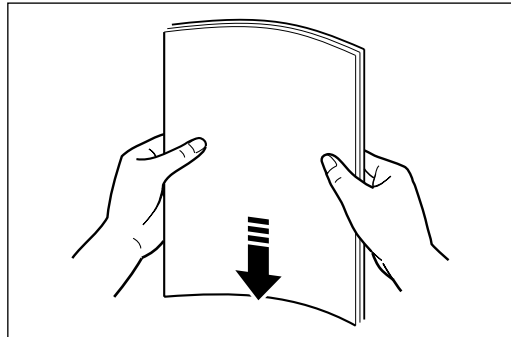
MANUAL DOCUMENT FEED

Loading Documents for Automatic Feed

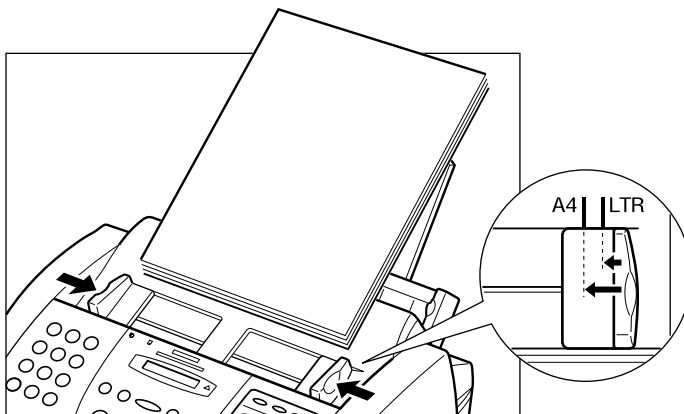
1. Make sure the document feed lever is set to automatic document feed.



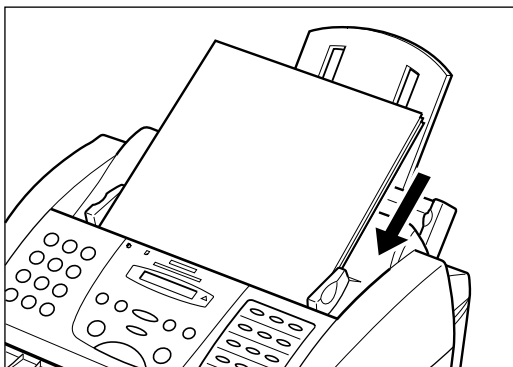
2. If the document has multiple pages, tap it on a flat surface to even the stack's edges.



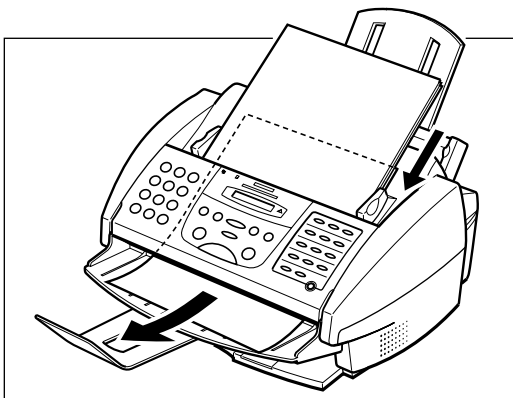
3. Adjust the document guides to the width of the document.



4. Gently insert the document, face down (top of the document towards you), into the Automatic Document Feeder (ADF) until you hear a beep.



- ❑ The document is now ready for scanning. The MultiPASS C70 automatically feeds the pages one by one from the bottom of the stack.



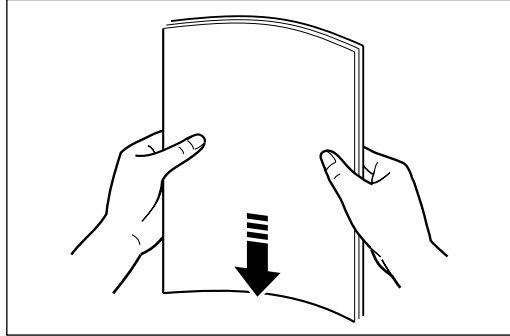
Note

Wait until all pages of your document have been scanned completely before starting a new job.

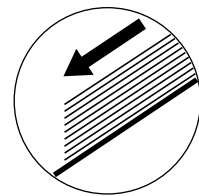
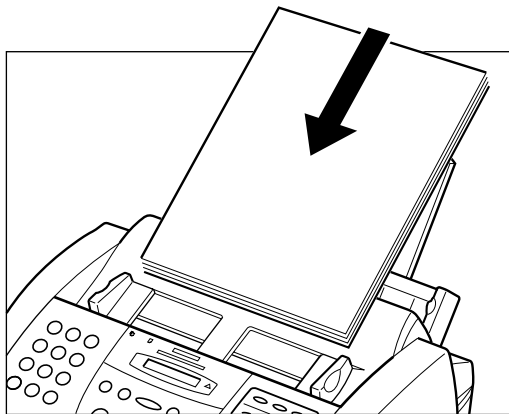
Trouble With Multipage Documents

If you have trouble feeding a multipage document, do the following:

1. Remove the stack and tap it on a flat surface to even the edges.



2. "Slant" the stack so that its front edge is bevelled as shown below, then insert the stack into the Automatic Document Feeder (ADF).



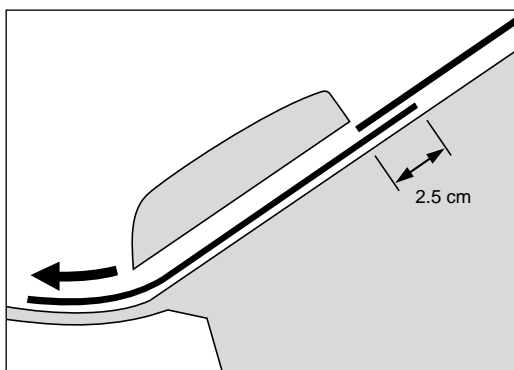
Note

- ☐ You cannot feed a multipage document of thick media, such as postcards or business cards. Use manual feed instead to feed one sheet at a time. (→ p. 4-11)
- ☐ Wait until all pages of your document have been scanned completely before starting a new job.

Adding Pages to the Document

The MultiPASS C70's Automatic Document Feeder (ADF) can hold up to 20 A4, 20 letter, or 10 legal-size pages at a time when the document feed lever is set to automatic document feed. If your document has more pages than this, you can add pages while the MultiPASS C70 is scanning.

1. Wait until the last sheet in the Automatic Document Feeder (ADF) starts feeding.
2. Load up to 20 additional sheets (10 legal size).
 - ☐ Insert the first new sheet so that it overlaps the last sheet by about 2.5 cm.

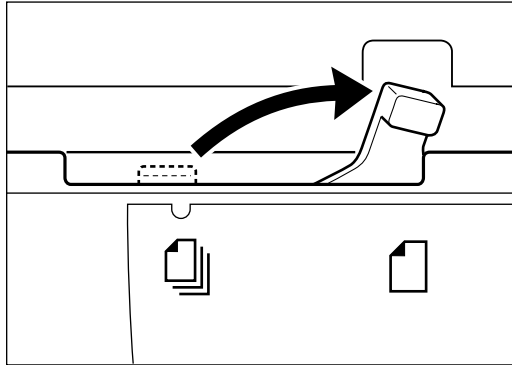


Note

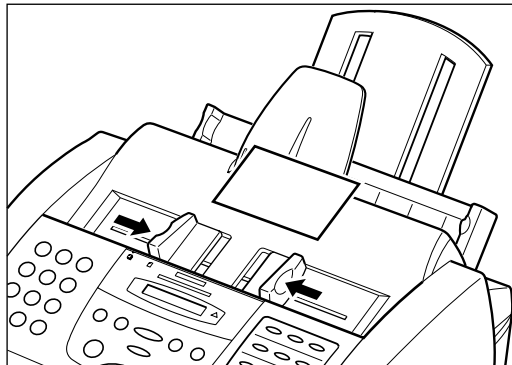
Wait until all pages of your document have been scanned completely before starting a new job.

Loading Documents for Manual Feed

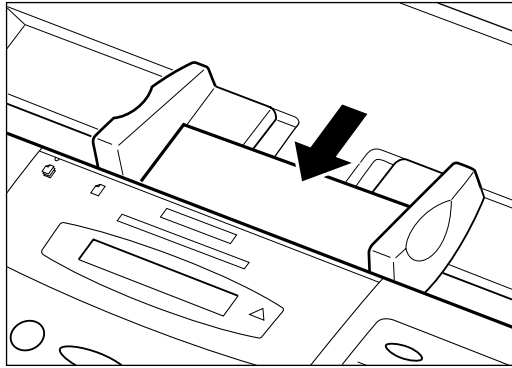
1. Make sure the document feed lever is set to manual document feed.



2. Adjust the document guides to the width of the document.



3. Gently insert the document, face down (top of the document towards you), into the Automatic Document Feeder (ADF) until you hear a beep.



- ❑ The document is now ready for scanning.



Wait until your document has been scanned completely before starting a new job.



When you have finished scanning your document, be sure to slide the document guides outwards. Leaving the document guides near the centre of the Automatic Document Feeder (ADF) may obstruct opening the printer cover, and cause damage to the unit.

Chapter 5

Paper Handling

This chapter describes how to select, prepare, and load print media for the different functions your MultiPASS C70 can perform.

❑ Print Media Requirements	5-2
• Printable Areas	5-3
Papers	5-3
Envelopes	5-4
❑ Selecting Print Media	5-5
❑ Print Media Guidelines.....	5-9
❑ Setting the Paper Thickness Lever	5-10
❑ Loading Paper	5-13
• Guidelines	5-13
❑ Loading Envelopes	5-15
❑ Using Canon's Specialty Papers	5-18
• Specialty Paper Guidelines	5-18
Uncurling Back Print Film	5-19
• Printing on High Resolution Paper HR-101	5-21
Using the Paper Output Guides.....	5-21
Using the Cleaning Sheet	5-22
• Printing on Fabric Sheet FS-101	5-24
• Printing on Banner Paper	5-26

Print Media Requirements

You can stack the following media in the multi-purpose tray:

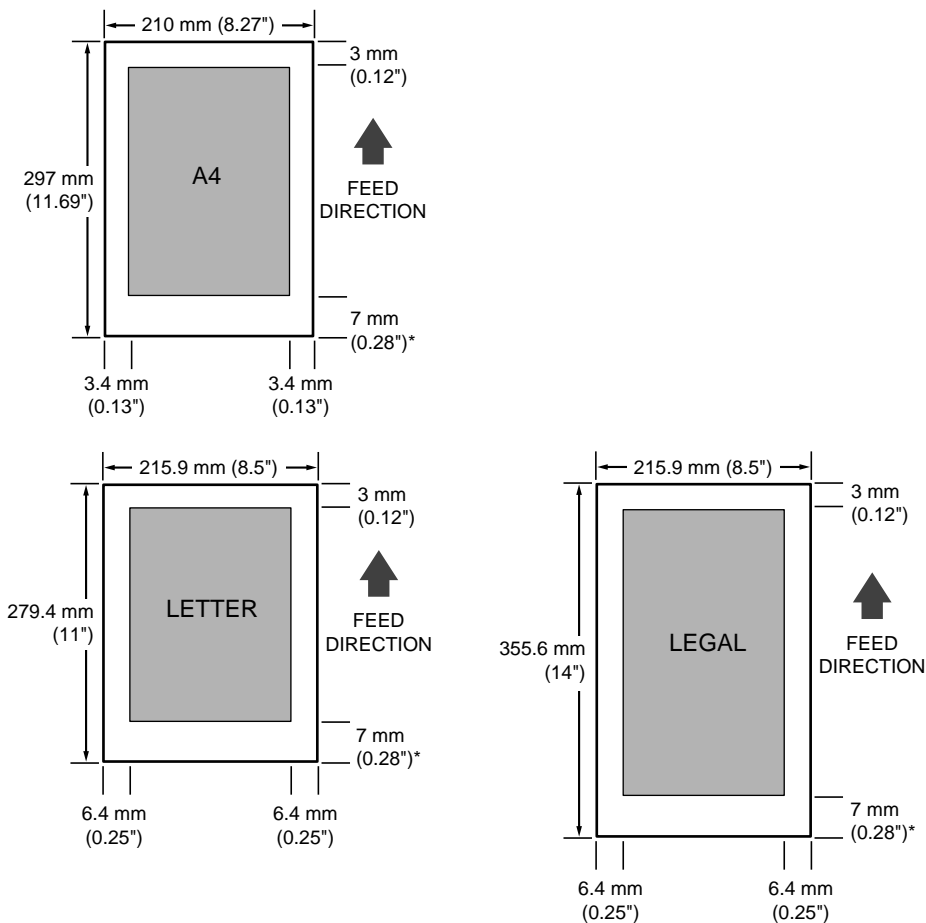
Type	Size	Weight	Quantity
Plain paper	A4 (210 × 297 mm/ 8.27 × 11.69 in.)	64–90 g/m ²	Approx. 100 sheets* (Max. 10 mm stack)
	Letter (215.9 × 279.4 mm/ 8.5 × 11 in.)	64–90 g/m ²	Approx. 100 sheets* (Max. 10 mm stack)
	Legal (215.9 × 355.6 mm/ 8.5 × 14 in.)	64–90 g/m ²	Approx. 100 sheets* (Max. 10 mm stack)
Envelopes	European DL (220 × 110 mm/ 8.66 × 4.33 in.)		10 envelopes
	U.S. Commercial No. 10 (241.3 × 104.1 mm/ 9.5 × 4.1 in.)		10 envelopes
Glossy photo paper	A4, Letter		1 sheet
Banner paper	210 × Max. 1800 mm		1 sheet (2 to 6 long)
High resolution paper	A4, Letter		Approx. 10 sheets
Bubble Jet paper	A4, Letter		Approx. 100 sheets (Max. 10 mm stack)
Fabric sheets	241.3 × 355.6 mm		1 sheet
Transparencies	A4, Letter		50 sheets
Back print film	A4, Letter		10 sheets
High gloss film	A4, Letter		1 sheet

* 75 g/m² paper

Printable Areas

The shaded portions below show the printable area of papers. Make sure your text and graphics fall within these areas.

Papers

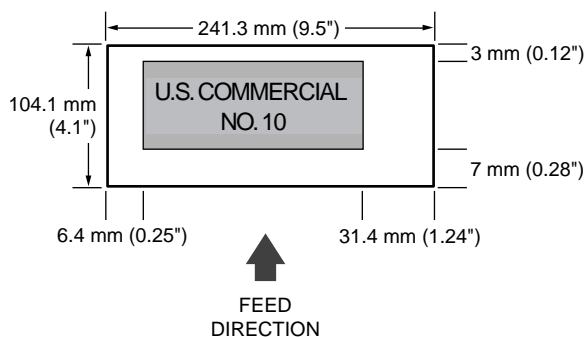
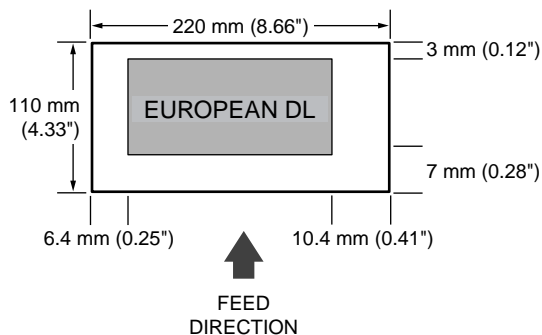


*The length of the lower margin varies depending on the printing conditions:

- 7 mm (0.28") for monochrome printing when not using the printer driver (4 mm/0.16" when printing from memory).
- 16 mm (0.63") for monochrome and colour printing when using the printer driver.
- 21 mm (0.83") for colour copying and printing of received colour faxes.

Envelopes

The shaded portions below show the printable area of envelopes. Make sure your text and graphics fall within these areas.



Selecting Print Media

This section describes the different print media you can use with your MultiPASS C70. To achieve the best possible printing performance for your MultiPASS C70, be sure to select the correct print media.



- ❑ Be sure to test print media before purchasing a large quantity. If you have any questions on whether a particular medium is suitable for your MultiPASS C70, please contact your local authorised Canon dealer or the Canon help line.
- ❑ Please note that not all print media mentioned here may be available in your area or country. Contact your local authorised Canon dealer or the Canon help line for more information on product availability.

Plain Paper

The MultiPASS C70 supports paper sizes of A4, letter, and legal in portrait orientation. You can use regular copier paper, cotton bond paper, and typical letterhead. Your unit does not require special ink jet paper, and produces letter quality print on most plain bond paper, including cotton bond and photocopy paper. Always use paper without curls, folds, staples, or damaged edges. Copier paper has a preferred side for printing. Look at the label on the package to see which side to print on.

Envelopes

The MultiPASS C70 can print on European DL envelopes and U.S. Commercial No. 10 envelopes.

The following envelopes are not recommended because they may cause jams or smears, resulting in damage to your unit:

- ❑ Envelopes with windows, holes, perforations, cutouts, and double flaps.
- ❑ Envelopes made with special coated paper or deeply embossed paper.
- ❑ Envelopes using peel-off sealing strips.
- ❑ Envelopes in which letters have been enclosed.



Note

You may be able to stack envelopes of other sizes in the multi-purpose tray. However, Canon cannot guarantee consistent performance on envelope sizes other than European DL or U.S. Commercial No. 10.

Glossy Photo Paper

Canon Glossy Photo Paper GP-201 is a high gloss, thick paper that produces the look and feel of a photograph. Use this paper with the optional BC-22e Photo BJ cartridge to produce photo-realistic prints from your MultiPASS C70.

Banner Paper

Banner paper is specifically designed for printing one continuous sheet in a banner format. The connected sheets are divided by perforations and you can print from two to six sheets at one time. Canon Banner Paper is specially designed for use with Bubble Jet printers and produces bright and vivid colour images.

High Resolution Paper

Canon High Resolution Paper HR-101 is designed to produce near-photographic quality print output with sharp and vivid graphics. For best results, use Canon High Resolution Paper HR-101 with the optional BC-22e Photo BJ cartridge to produce images comparable to your favourite photographs. When using this paper, be sure to print on the whiter side of the sheets, and after printing a pack of this paper, use the cleaning sheet provided with it to clean the unit's rollers.

Bubble Jet Paper (water resistant)

Canon Bubble Jet Paper LC-301 has been developed for high quality printing with minimal or no smearing or running when in contact with water or damp surfaces, making it a good choice for damp environments. Images printed on this paper are bright and vivid and will not run if liquid is spilled on them. This paper also stands up to normal office highlighters, unlike images printed on other paper. The paper is specially coated and printable on both sides.

Fabric Sheets

Use the white cotton Fabric Sheet FS-101 for Canon BJ colour printers to print pillow covers, scarves, flags, and other textile items. Use these sheets for appliqués, cross stitch, and other craft and sewing projects.

Back Print Film

Canon Back Print Film BF-102 has been specially developed for Canon Colour Bubble Jet printers and MultiPASS products. The unique mylar-based translucent sheet is designed to deliver sharp, brilliant, high-intensity colour images suitable for business presentations, design work, or professional reports. Back print film is printed on the back (non-glossy) side of the film in mirror image and then viewed from the front (glossy) side using a backlit device, such as a light box. For more details, contact your local authorised Canon dealer or the Canon help line, or refer to the manual supplied with the film.

High Gloss Film

The Canon High Gloss Film HG-101 features a bright white finish that lends striking visual power to charts, graphs, and photographic images. It creates a sharper and more vivid colour output than is possible with coated paper. Use of this film gives your presentation materials and graphics a professional look. This film provides the best colour print quality for the BC-21e Colour BJ cartridge and is recommended when printing at 720 × 360 dpi.

Transparencies

CF-102 Transparencies from Canon are recommended. These transparencies produce excellent contrast, sharpness, and colour to produce crisp and professional overhead presentations. Do not use normal transparencies in the MultiPASS C70, as they do not absorb ink and may cause ink to run.

Assorted Paper Starter Kit

If you would like to try some of the papers described above, look for Canon's Starter Kit SK-102. It contains an assortment of five different paper types.

Photo Kit

Canon's Photo Kit includes the BC-22e Photo BJ cartridge, the SB-21 BJ cartridge container, and 60 sheets of Canon High Resolution Paper HR-101.

Print Media Guidelines

Follow these guidelines when selecting or loading print media:

- ❑ Attempting to print on damp, curled, wrinkled, or torn print media can cause jams and poor print quality.
- ❑ Use cut-sheet paper only. You cannot use multipart paper.
- ❑ When using graph paper, the lines may not match because the 4 mm line spacing of the printer is slightly less than that of graph paper.
- ❑ If the print density of your page is very high, light paper stock may curl slightly due to the large amount of ink. If you need to print dense graphics, try printing on heavier stock.
- ❑ Do not use thicker paper than meets the specifications for this unit. Printing with paper that is thick enough to come in contact with the print head nozzles may damage the BJ cartridge.
- ❑ Many media have a “right” side for printing. If you are using such a medium, make sure you set it in the multi-purpose tray with the print side facing upwards.

Setting the Paper Thickness Lever

Before loading paper or other print media in the multi-purpose tray, set the paper thickness lever. The paper thickness lever adjusts the gap between the print head and the print paper to suit the paper's thickness.

- ☐ Set to the left (☐) for paper and most other print media.
- ☐ Set to the right (✉) for envelopes and Canon Fabric Sheet FS-101.



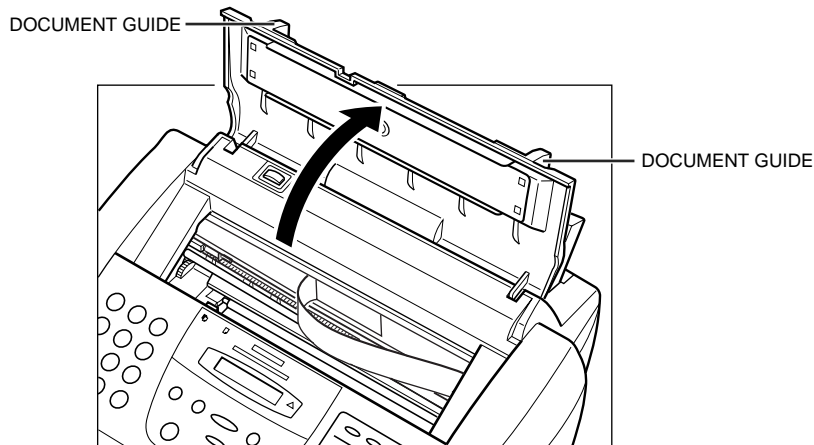
If the paper thickness lever is not set correctly before printing, smudging and poor print quality may result.



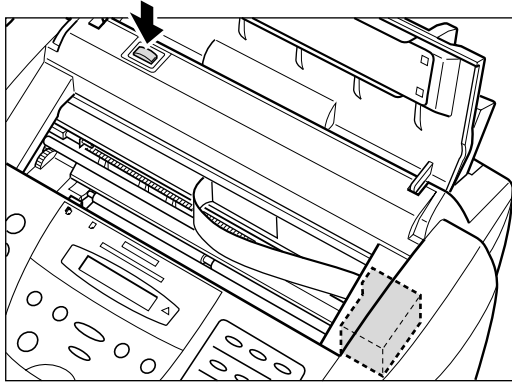
To avoid paper jams, smearing, and other problems, never open the printer cover to set the paper thickness lever while the MultiPASS C70 is printing.

Set the paper thickness lever as follows:

1. Open the printer cover by grasping the document guides and lifting.
 - ☐ If the printer cover does not open easily, slide the document guides outwards and then open the printer cover.



2. Press .





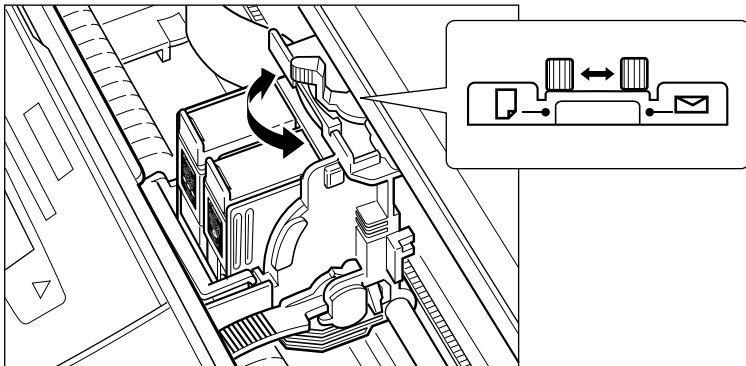
- The cartridge holder moves to the centre of the unit.



Do not try to manually move or stop the cartridge holder as this may damage the MultiPASS C70.

3. Set the paper thickness lever.

- Set to the left () for paper and most other print media.
- Set to the right () for envelopes and Canon Fabric Sheet FS-101.



4. Press .

- ☐ The cartridge holder moves to its home position on the right side of the unit.



Do not try to manually move or stop the cartridge holder as this may damage the MultiPASS C70.

5. Close the printer cover.

Loading Paper

You can stack paper in the multi-purpose tray to feed it automatically into the MultiPASS C70. Details on loading paper are explained in *Loading Paper in the Multi-Purpose Tray* on page 2-40.

Refer also to page 5-2 for details on other types of print media you can load in the multi-purpose tray.



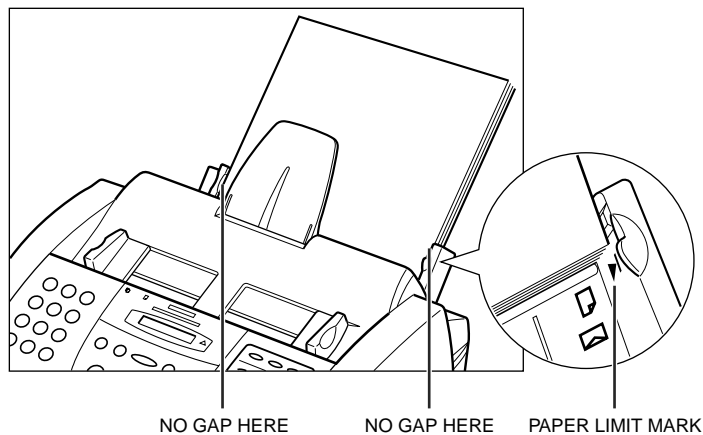
Certain environmental conditions, such as extreme temperatures or humidity, can cause some print media to feed incorrectly in the multi-purpose tray. If you have trouble with print media becoming skewed or multiple sheets being fed, do not load a stack of the media in the multi-purpose tray, but feed one sheet at a time.

Guidelines

When automatically feeding a stack of paper in the multi-purpose tray, follow these guidelines:

- ❑ Do not leave paper stacked in the multi-purpose tray for long periods of time; longer sheets of paper may become bent or curled over time. This may cause the paper to misfeed or jam.
- ❑ If your printed page contains a large amount of graphics, the ink on the page may be damp due to the print density. Leave the page in the output tray for 30 to 60 seconds to allow the ink to dry. Then remove the page being careful not to touch the document tray or extension. Should you dirty the document tray or extension when removing the page, wipe them clean with a clean, soft, lint-free cloth moistened with water or diluted dishwashing detergent solution.
- ❑ The capacity of the paper output tray is 50 sheets of paper. To reduce paper jams, remove paper from the output tray before the count reaches 50.
- ❑ If paper curls after printing, remove it immediately; otherwise paper jams may occur.
- ❑ The platen (a roller inside the unit) may become inked if you print data beyond the width of the page. If this happens, clean the platen with a soft cloth. (→ p. 12-6)

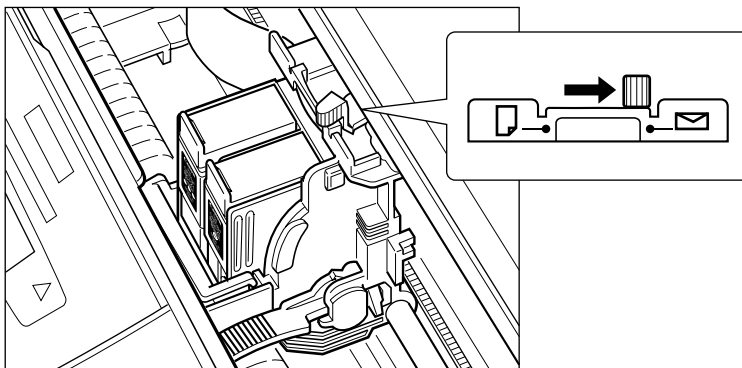
- ❑ Depending on the density of your printed pages, the ink may need time to dry. Within two or three seconds, the ink becomes smudge resistant. After drying for several minutes, the ink becomes water resistant.
- ❑ Do not try to load paper into the multi-purpose tray beyond the paper limit mark (▶) or beyond the tabs on the multi-purpose tray. Stacking too much paper may cause paper feeding or printing problems.
- ❑ Make sure there are no gaps between the stack of paper and the paper guide or the right side of the multi-purpose tray.



Loading Envelopes

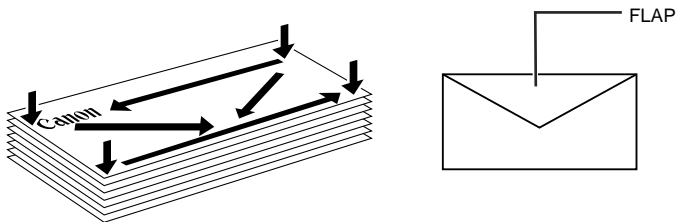
You can stack up to 10 envelopes in the multi-purpose tray to feed them automatically into the MultiPASS C70. Refer to the previous sections for details on the types of envelopes you can load. (→ pp. 5-2, 5-5)

1. Make sure the paper thickness lever is set to the right (✉).
- ❑ For details, refer to *Setting the Paper Thickness Lever* on page 5-10.



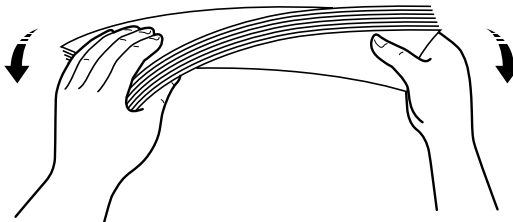
To avoid paper jams, smearing, and other problems, never open the printer cover to set the paper thickness lever while the MultiPASS C70 is printing.

2. Arrange the stack of envelopes on a firm, clean surface, and press down firmly on the edges to make the folds crisp.
 - Press all the way around the envelopes to remove any curls and expel air from inside the envelopes. Also, press firmly on the area that corresponds to the edges of the flap.

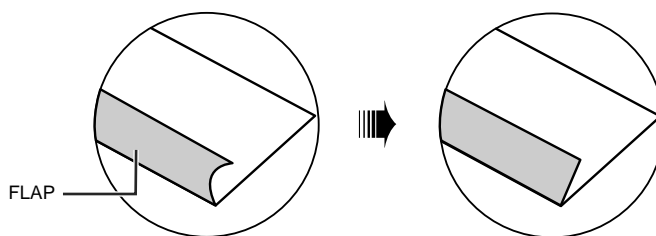


PRESS DOWN FIRMLY ON THE EDGES OF THE FLAP.

3. Remove any curling from the envelopes by holding the edge of the envelopes diagonally and bending them gently.

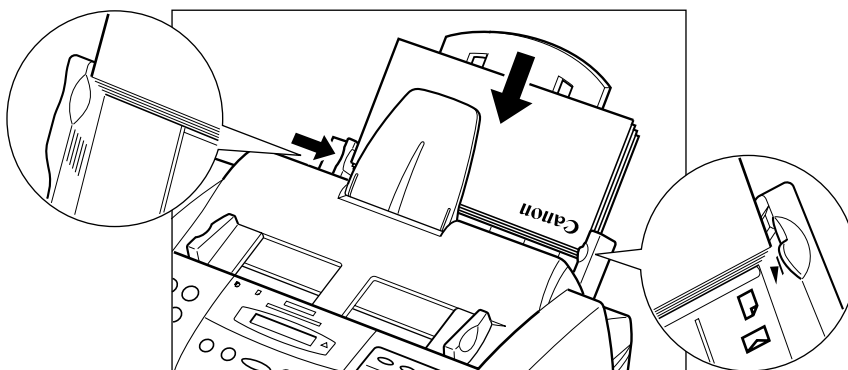


4. Make sure the flaps of the envelopes are flat and not curled.



5. Insert the stack of envelopes into the multi-purpose tray until it stops, so that the right edge of the stack is aligned with the right side of the multi-purpose tray. Then slide the paper guide snugly against the left edge of the stack.

- ☐ Insert the envelopes with the print side up.
- ☐ Feed the top of the envelope (return address portion) into the multi-purpose tray first.
- ☐ Make sure the back flap is towards the multi-purpose tray.



The MultiPASS C70 is now ready to print envelopes.

Using Canon's Specialty Papers

This section provides guidelines for printing on Canon's specialty papers and describes special procedures required for high resolution paper, fabric sheets, and banner paper.

Specialty Paper Guidelines



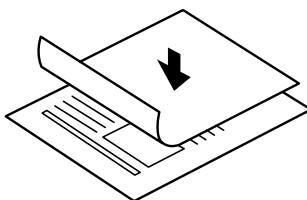
Be sure to read any instructions that come with your Canon specialty paper. These instructions provide important information regarding how to achieve the highest print quality with these papers.

Follow these guidelines:

- ❑ When feeding transparencies or back print film, remove each sheet after it is delivered, being careful not to touch the document tray or extension. Do not allow film sheets to stack up in the output tray. (Should you dirty the document tray or extension when removing the sheets, wipe them clean with a clean, soft, lint-free cloth moistened with water or diluted dishwashing detergent solution.)
- ❑ Let the printed sheets of film or paper dry completely before storing them.

Paper Type	Drying Time
Canon High Gloss Film HG-101	10 minutes
Canon Glossy Photo Paper GP-201	10 minutes
Canon Fabric Sheet FS-101	1 hour
Canon Transparencies CF-102	15 minutes
Canon Back Print Film BF-102	15 minutes

- ❑ When your output has dried completely, cover its printed side with a sheet of plain (not coated) paper before storing it; this is recommended even if you place the sheets of film in a clear file or plastic holder.

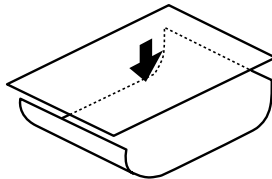


- ❑ When loading transparencies or back print film, insert one sheet of plain paper as the last sheet in the stack.
- ❑ Do not leave film in the multi-purpose tray for long periods of time. Dust and dirt may accumulate on the film resulting in spotty printing.
- ❑ To avoid smudging caused by fingerprints, use a pair of thin cloth gloves while loading and handling film.
- ❑ To avoid fading, do not expose printed film to prolonged sunlight.
- ❑ Store unused papers and films flat. Do not remove papers from their protective packaging until you are ready to use them.
- ❑ Store unused film at temperatures between 15° and 30°C. The relative humidity should be between 10% and 70%.

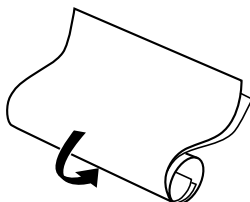
Uncurling Back Print Film

Follow these steps to uncurl back print film:

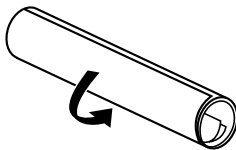
1. Cover the non-glossy side of the film with a sheet of plain paper.



2. Roll the film and paper up in the direction opposite to the curl.
 - ☐ Do not roll the film too tight.
 - ☐ The film and paper rolled together should be about 2.5 cm in diameter.



3. Keep the film rolled up for about five minutes.
 - ☐ You may want to fasten the roll with a small piece of tape.



Printing on High Resolution Paper HR-101

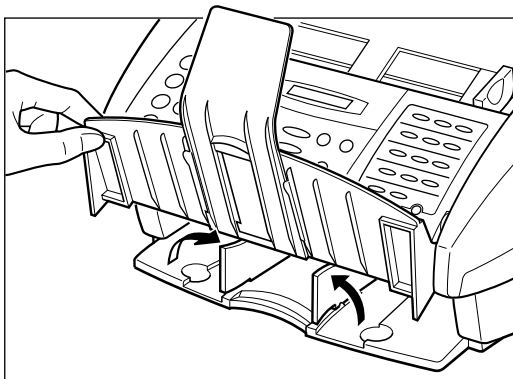
To load High Resolution Paper HR-101 in the MultiPASS C70, follow the same procedure as for loading paper in the multi-purpose tray (→ p. 2-40). However, before printing, be sure to raise the paper output guides, as described below.

After using a package of High Resolution Paper, be sure to perform the cleaning operation described on the following page, *Using the Cleaning Sheet*.

Using the Paper Output Guides

When printing on Canon High Resolution Paper HR-101 or Canon Banner Paper, you should use the guides on the MultiPASS C70's paper output tray to help support the printed sheet as it exits the unit. This will keep the sheet from sagging and pulling through the unit as it exits, which can lead to poor print quality.

1. Raise both paper output guides to a vertical position.
 - ❑ You can hold the document tray up for easy access to the paper output guides.



Note

Always raise both paper output guides.

2. When you finish printing on Canon High Resolution Paper HR-101 or Canon Banner Paper, lower the paper output guides.



Note

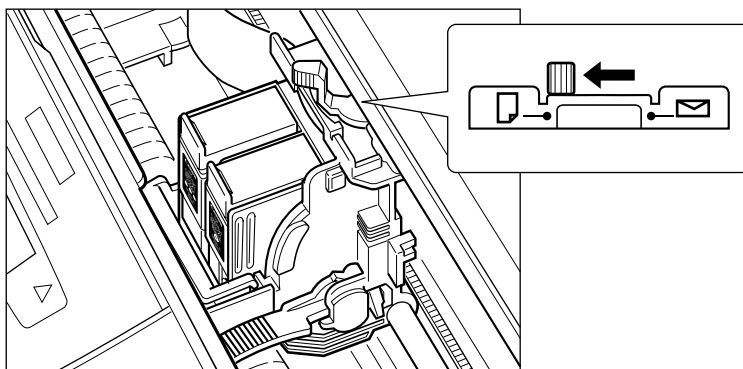
Always lower the paper output guides when using the MultiPASS C70 as a fax machine, or they can cause the faxes to pile up and jam.

Using the Cleaning Sheet

Canon's High Resolution Paper HR-101 is designed for high quality printing. This paper is specially coated to produce delicate colour output.

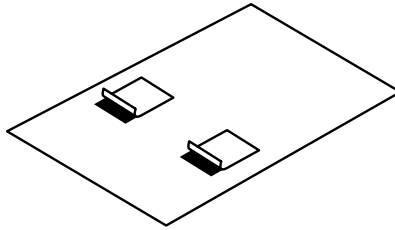
After using a package of High Resolution Paper HR-101 (200 sheets) you need to use the cleaning sheet, provided with the paper, to remove paper dust from the unit's rollers; this will help prevent paper feed problems.

1. Make sure the paper thickness lever is set to the left (□).
 - For details, refer to *Setting the Paper Thickness Lever* on page 5-10.

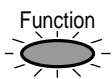
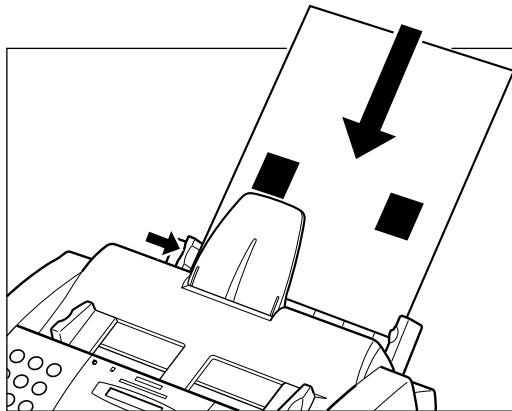


To avoid paper jams, smearing, and other problems, never open the printer cover to set the paper thickness lever while the MultiPASS C70 is printing.

2. Remove the covers from the two pieces of tape on the cleaning sheet.



3. With the sticky side out (towards you) and down (going into the multi-purpose tray), insert the sheet into the multi-purpose tray until it stops, so that the right edge of the sheet is aligned with the right side of the multi-purpose tray. Then slide the paper guide snugly against the left edge of the cleaning sheet.

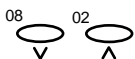


4. Press **Function**.



5. Press **Cleaning**.

NOZZLE CHECK



6. Use **V** or **A** to select **ROLLER CLEANING**.

ROLLER CLEANING

Set



7. Press **Set**.

The MultiPASS C70 feeds the cleaning sheet into the MultiPASS C70 and cleans the rollers.

Printing on Fabric Sheet FS-101

Fabric Sheet FS-101 for Canon printers come with a booklet that describes special handling procedures. Be sure to look through this booklet for special information regarding the fabric sheet.

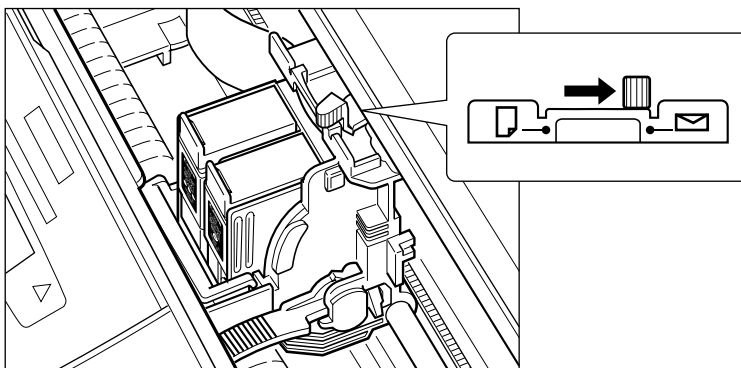


Note

- ☐ Do not use the fixing agent that is supplied with the Fabric Sheet FS-101. This agent is not needed when printing with the MultiPASS C70.
- ☐ Do not touch newly printed fabric sheets until the ink has dried completely. This takes about an hour.

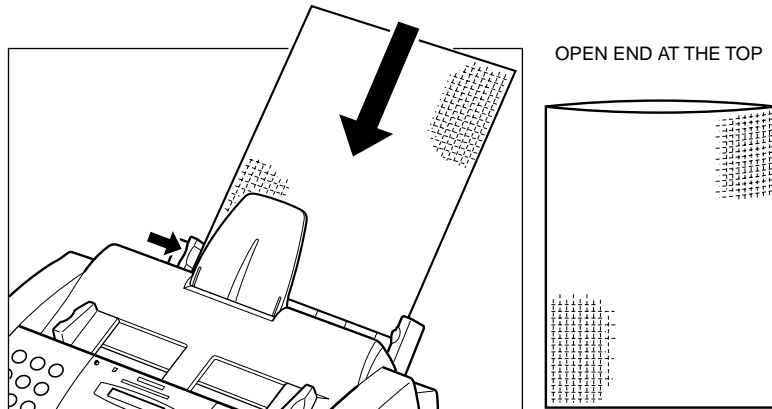
Follow this procedure to load and print on Fabric Sheets FS-101:

1. Make sure the paper thickness lever is set to the right (✉).
- ☐ For details, refer to *Setting the Paper Thickness Lever* on page 5-10.



To avoid paper jams, smearing, and other problems, never open the printer cover to set the paper thickness lever while the MultiPASS C70 is printing.

2. With the cloth side out (towards you) and the open end up (away from the multi-purpose tray), insert one sheet into the multi-purpose tray until it stops, so that the right edge of the sheet is aligned with the right side of the multi-purpose tray. Then slide the paper guide snugly against the left edge of the sheet.



3. Your MultiPASS C70 is now ready to print. Set your PC to print on the fabric sheet.
4. When the fabric sheet is printed, let it dry for about one hour to allow the ink to dry completely.
5. When dry, peel the film backing from the printed fabric sheet.
6. Wash the printed fabric sheet for about three minutes under lukewarm running water to remove extra ink.
7. Hang the fabric sheet up to dry it again.
8. Iron the dried fabric sheet with a clothes iron.



See the booklet that comes with the Fabric Sheet FS-101 for details on drying and washing.

Printing on Banner Paper

Banner paper is a continuous sheet of paper with perforations at equal distances along its length, where it can be cut to the length required. For best results, use Canon's Banner Paper.

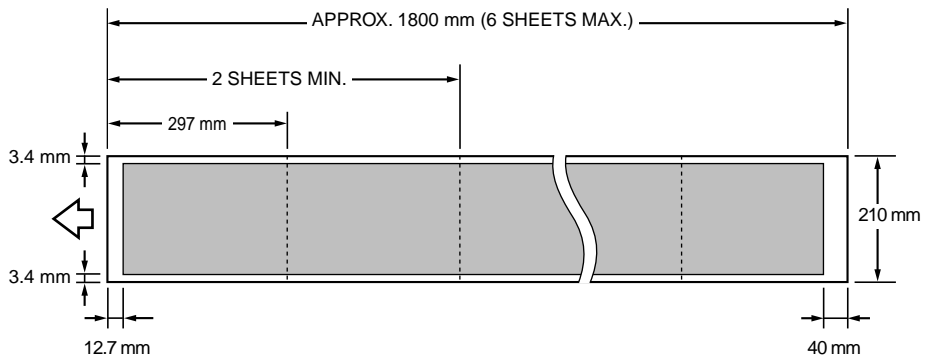
To set up a print job on banner paper, you must decide on the number of sheets you need. You can print banners from two to six sheets in length.



Note

Always leave an extra sheet at the end of the banner—just in case the type runs over.

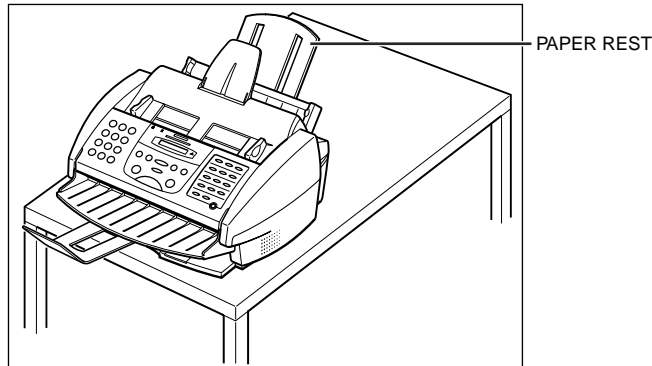
The shaded portions of the illustration below show the maximum recommended printing area of banner paper.



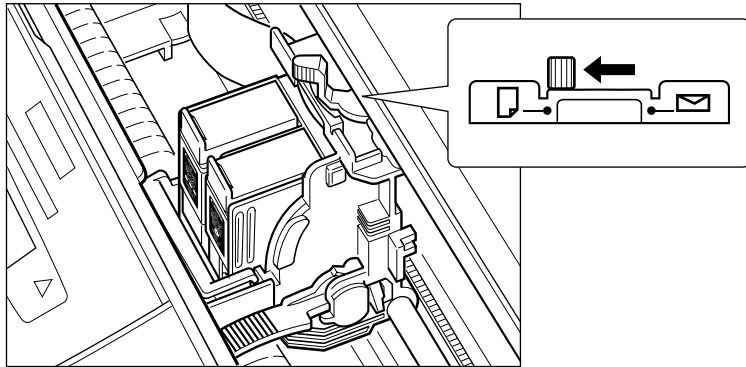
Note

- ☐ Printing on banner paper requires quite a bit of ink. If you think your BJ cartridge may run out of ink, use a new BJ cartridge.
 - ☐ For best print results on banner paper, use light design patterns.
 - ☐ To prevent ink from running over the edges of the sheet, print within the margins shown in the illustration above.
-

1. Place the MultiPASS C70 near the edge of a table so that the paper can flow over the edge as it exits the unit.
 - ❑ Make sure the paper rest is extended.

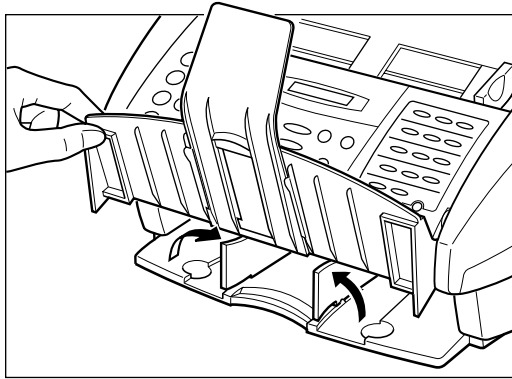


2. Make sure the paper thickness lever is set to the left (□).
 - ❑ For details, refer to *Setting the Paper Thickness Lever* on page 5-10.

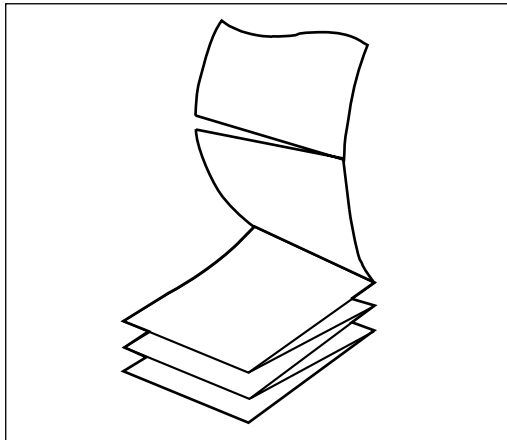


To avoid paper jams, smearing, and other problems, never open the printer cover to set the paper thickness lever while the MultiPASS C70 is printing.

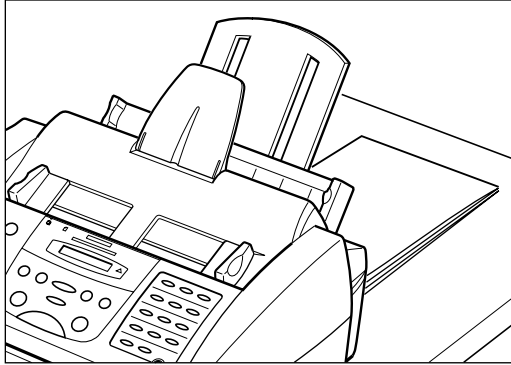
3. Raise both paper output guides to a vertical position.
 - ❑ You can hold the document tray up for easy access to the paper output guides.



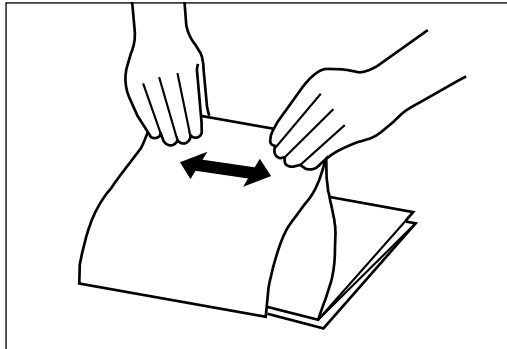
4. Cut the banner paper along one of the perforations to the length required.
 - ❑ Your banner can be up to six sheets (1800 mm) long.



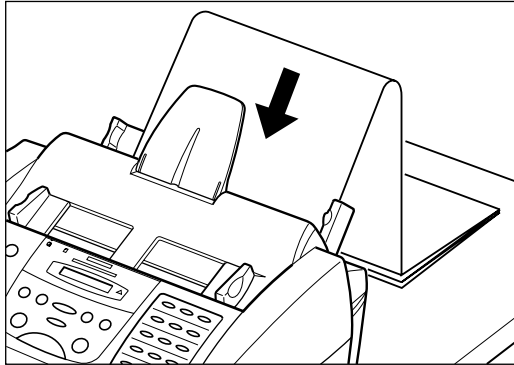
5. Place the banner paper behind the unit on a flat surface.



6. Gently fold along the perforations between the first and second sheets.



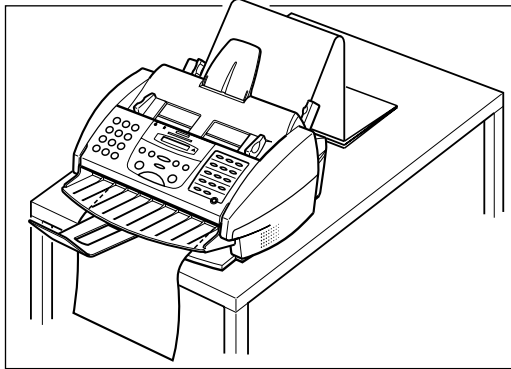
7. Insert the first sheet into the multi-purpose tray until it stops, so that the right edge of the sheet is aligned with the right side of the multi-purpose tray.
- ❑ Make sure the sheets behind the unit are aligned with the multi-purpose tray.



8. Slide the paper guide against the left edge of the sheet, leaving a 1 mm gap between the paper guide and the edge of the sheet.
- ❑ Make sure the sheet is under the tabs on the multi-purpose tray.



9. Your MultiPASS C70 is now ready to print. Set your PC to print on the banner paper.
 - ☐ Allow the paper to flow over the edge of the table as it exits the MultiPASS C70.



Note

When you finish printing on banner paper, make sure you lower the paper output guides.

Chapter 6

Speed Dialling

This chapter describes how to register and use the speed dialling features of your MultiPASS C70.

❑ What is Speed Dialling?.....	6-2
• Speed Dialling Methods.....	6-2
One-Touch Speed Dialling	6-2
Coded Speed Dialling	6-2
Group Dialling	6-2
❑ One-Touch Speed Dialling.....	6-3
• Registering Numbers for One-Touch Speed Dialling.....	6-3
• Changing/Deleting a One-Touch Speed Dialling Entry	6-6
• Using One-Touch Speed Dialling	6-9
❑ Coded Speed Dialling	6-11
• Registering Numbers for Coded Speed Dialling.....	6-11
• Changing/Deleting a Coded Speed Dialling Entry.....	6-14
• Using Coded Speed Dialling	6-17
❑ Group Dialling	6-19
• Creating Groups	6-19
• Changing/Deleting a Group Dialling Entry	6-23
• Using Group Dialling	6-24
❑ Speed Dialling Lists.....	6-26
• Printing the One-Touch or Coded Speed Dial List	6-26
One-Touch Speed Dial List.....	6-27
Coded Speed Dial List	6-28
• Printing the Group Dial List.....	6-29
Group Dial List	6-30

What is Speed Dialling?

Speed dialling allows you to streamline and customise dialling procedures by registering a fax/telephone number and name under a button or code. You can then dial that number by pressing only one or a few buttons.

Speed Dialling Methods

The three speed dialling methods available with your MultiPASS C70 are as follows:

One-Touch Speed Dialling (→ p. 6-3)

One-touch speed dialling allows you to send a document or dial a telephone number by pressing only one button. You can register up to 12 destinations for one-touch speed dialling.

Coded Speed Dialling (→ p. 6-11)

Coded speed dialling allows you to send a fax or dial a telephone number by pressing the **Coded Dial** button followed by a two-digit code of your choice. While coded speed dialling requires you to press more buttons, it allows you to register up to 100 destinations.

Group Dialling (→ p. 6-19)

Group dialling allows you to dial a group of registered one-touch and/or coded speed dialling fax numbers. By registering a group for one-touch or coded speed dialling, you press only one or three buttons to send the same fax to several destinations.

The following pages describe how to register numbers for speed dialling. You will also find instructions for changing these entries and using speed dialling.



- ❑ You can also register numbers for speed dialling from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)
- ❑ Any settings adjusted from the MultiPASS C70 operation panel will not be displayed in the MultiPASS Desktop Manager.
- ❑ Settings changed from the MultiPASS Desktop Manager will override any settings made from the operation panel.

One-Touch Speed Dialling

Registering Numbers for One-Touch Speed Dialling

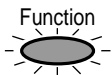
One-touch speed dialling allows you to dial a fax/telephone number at the press of one button. You can register up to 12 fax/telephone numbers; one for every one-touch speed dialling button on the operation panel.



Note

You can also register numbers for one-touch speed dialling from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

Follow this procedure to register numbers and names for one-touch speed dialling:

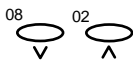


1. Press **Function**.



2. Press **Data Registration**.

DATA REGISTRATION



3. Use **V** or **^** to select TEL REGISTRATION.

TEL REGISTRATION



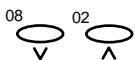
4. Press **Set**.

1-TOUCH SPD DIAL



5. Press **Set** again.

01=



6. Use **V** or **^** to select a one-touch speed dialling button from 01 to 12.

Ex: 04=

- ☐ If a one-touch speed dialling button has already been registered, the number registered under that button appears.
- ☐ If a group is already registered under a one-touch speed dialling button, **GROUP DIAL** appears.



7. Press **Set**.

TELEPHONE NUMBER



8. Press **Set** again.

TEL=__



9. Use the numeric buttons to enter the fax/telephone number you want to register.

Ex: TEL=20 545 8545__

- ☐ The fax/telephone number can be up to 120 digits long (including spaces and pauses).
- ☐ To enter a space, press **Space**. Spaces are optional and are ignored during dialling.
- ☐ To enter a pause in the number, press **○●** (Redial)/**Pause**.
- ☐ To correct a mistake in the number, press **<** to delete the rightmost digit.
- ☐ To delete the entire entry, press **Clear**.



10. Press **Set** to register the fax/telephone number.

DATA ENTRY OK

NAME

Set



11. Press **Set** again.

— :A



12. Use the numeric buttons to enter the name that goes with the number.

Ex: Canon EUROPA :A

- ☐ The name can be up to 16 characters long (including spaces).
- ☐ To enter letters, numbers, and symbols, refer to the instructions on page 3-8.

Set



13. Press **Set** to register the name.

DATA ENTRY OK

Ex: 05=

14. To continue registering other one-touch speed dialling buttons, repeat the procedure from step 6. (→ p. 6-4)

-or-

To finish registering one-touch speed dialling entries, press **Stop** to return to standby mode.

Stop



Ex: 15:00 FaxOnly

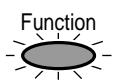


Note

You can print the One-Touch Speed Dial List showing all the numbers and names registered for one-touch speed dialling (→ p. 6-26). Keep this list near your MultiPASS C70 so you can refer to it easily when dialling.

Changing/Deleting a One-Touch Speed Dialling Entry

Follow this procedure to change a one-touch speed dialling entry or to delete all information registered under a button:

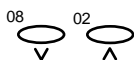


1. Press **Function**.



2. Press **Data Registration**.

DATA REGISTRATION



3. Use **V** or **^** to select TEL REGISTRATION.

TEL REGISTRATION



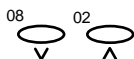
4. Press **Set**.

1-TOUCH SPD DIAL



5. Press **Set** again.

Ex: 01=905 795 1111



6. Use **V** or **^** to select the one-touch speed dialling button you want to change.

Ex: 04= 20 545 8545

- ☐ If a group is already registered under the one-touch speed dialling button you select, GROUP DIAL appears.



7. Press **Set**.

TELEPHONE NUMBER



8. Press **Set** again.

Ex:

TEL=20 545 8545_

To delete a number:



9. Press **Clear**.

TEL=

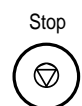


10. Press **Set**.

ERASING END

NAME

- ☐ The fax/telephone number and name registered under that button are deleted.



11. Press **Stop** to return to standby mode.

Ex:

15:00	FaxOnly
-------	---------

To change the number or name:



9. Press **Clear**.

TEL=



10. Use the numeric buttons to enter the new fax/telephone number.

- ☐ If you only want to change the name, ignore this step and go to the next step.

Ex:

TEL=2 50921_

- ☐ The fax/telephone number can be up to 120 digits long (including spaces and pauses).
- ☐ To enter a space, press **Space**. Spaces are optional and are ignored during dialling.
- ☐ To enter a pause in the number, press (Redial)/**Pause**.

- ☐ To correct a mistake in the number, use < to delete the rightmost digit.
- ☐ To delete the entire entry, press **Clear**.

Set



11. Press **Set** to register the fax/telephone number.

DATA ENTRY OK

NAME

Set



12. Press **Set** again.

Ex:

Canon EUROPA :A



13. Use the numeric buttons to enter the new name over the previous name.

- ☐ If you want to keep the same name, ignore this step and go to the next step.

Ex:

Canon ITALIA :A

- ☐ The name can be up to 16 characters long (including spaces).
- ☐ To enter letters, numbers, and symbols, refer to the instructions on page 3-8.

Set



14. Press **Set** to register the name.

DATA ENTRY OK

Ex:

05= 1 432 2060

15. To change other entries, repeat the procedure from step 6. (→ p. 6-6)

-or-

To finish changing one-touch speed dialling entries, press **Stop** to return to standby mode.

Stop



Ex:

15:00 FaxOnly

Using One-Touch Speed Dialling

Follow this procedure to send documents using one-touch speed dialling:

To use this feature, you must first register a number for one-touch speed dialling. (→ p. 6-3)



Note

Be sure to adjust the document feed lever before loading your document. (→ p. 4-5)



1. Prepare the document and load it, face down, in the Automatic Document Feeder (ADF). (→ pp. 4-6, 4-11)

- ☐ The LCD display shows the following:

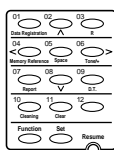
Currently used memory:

MEMORY USED	0%
-------------	----

Standby to scan:

DOCUMENT READY

- ☐ If you are sending in colour to a fax machine with colour capability, press **Color/B&W** to turn on its light. (→ p. 7-3)
- ☐ If necessary, you can adjust the resolution and contrast for your document. (→ pp. 7-4, 7-6)



2. Press the one-touch speed dialling button assigned to the number to which you wish to fax.

Ex:

TEL=905 795 1111

- ☐ The number registered under that one-touch speed dialling button is displayed.
- ☐ If you press the wrong button, press **Stop**, then press the correct button.
- ☐ If no fax number is assigned to the one-touch speed dialling button you press, the LCD displays **NO TEL #**. If this happens, make sure you pressed the correct button and that the number you want to dial is registered under that button.



3. Press **Start/Scan** to begin scanning for sending, or wait a few seconds for the MultiPASS C70 to begin scanning automatically.
 - ☐ If you prefer the MultiPASS C70 never to scan a document automatically after a few seconds, you can turn this feature off. (→ **TIME OUT**, pp. 14-9, 14-10)
 - ☐ You will see a series of brief messages showing details on the transmission.



You can also use one-touch speed dialling to send a document to more than one destination at a time. (→ *Sequential Broadcasting*, p. 7-23)

Coded Speed Dialling

Registering Numbers for Coded Speed Dialling

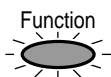
Coded speed dialling allows you to dial a fax/telephone number by pressing only three buttons. First you press the **Coded Dial** button and then you enter a two-digit code under which you have registered a fax/telephone number. You can register up to 100 fax/telephone numbers for coded speed dialling.



Note

You can also register numbers for coded speed dialling from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

Follow this procedure to register numbers and names for coded speed dialling:



1. Press **Function**.

01



Data Registration

2. Press **Data Registration**.

DATA REGISTRATION

08



02



3. Use **∨** or **∧** to select TEL REGISTRATION.

TEL REGISTRATION

Set



4. Press **Set**.

1-TOUCH SPD DIAL

08



02



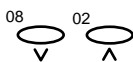
5. Use **∨** or **∧** to select CODED SPEED DIAL.

CODED SPEED DIAL



6. Press **Set**.

*00=



7. Use **V** or **A** to select a coded speed dialling code from 00 to 99.

Ex: *01=

- ☐ If a coded speed dialling code has already been registered, the number registered under that code appears.
- ☐ If a group is already registered under a coded speed dialling code, **GROUP DIAL** appears.



8. Press **Set**.

TELEPHONE NUMBER



9. Press **Set** again.

TEL=_



10. Use the numeric buttons to enter the fax/telephone number you want to register.

Ex: TEL=3 3758 2110_

- ☐ The fax/telephone number can be up to 120 digits long (including spaces and pauses).
- ☐ To enter a space, press **Space**. Spaces are optional and are ignored during dialling.
- ☐ To enter a pause in the number, press **Redial/Pause**.
- ☐ To correct a mistake in the number, press **<** to delete the rightmost digit.
- ☐ To delete the entire entry, press **Clear**.



11. Press **Set** to register the fax/telephone number.

DATA ENTRY OK

NAME



12. Press **Set** again.

— :A



13. Use the numeric buttons to enter the name that goes with the number.

Ex: Canon Inc. :a

- ☐ The name can be up to 16 characters long (including spaces).
- ☐ To enter letters, numbers, and symbols, refer to the instructions on page 3-8.



14. Press **Set** to register the name.

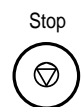
DATA ENTRY OK

*02=

15. To continue registering other coded speed dialling codes, repeat the procedure from step 7. (→ p. 6-12)

-or-

To finish registering coded speed dialling entries, press **Stop** to return to standby mode.



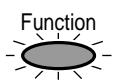
Ex: 15:00 FaxOnly



You can print the Coded Speed Dial List showing all the numbers and names registered for coded speed dialling (→ p. 6-26). Keep this list near your MultiPASS C70 so you can refer to it when dialling.

Changing/Deleting a Coded Speed Dialling Entry

Follow this procedure to change a coded speed dialling entry or to delete all information registered under a code:

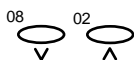


1. Press **Function**.



2. Press **Data Registration**.

DATA REGISTRATION



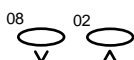
3. Use **V** or **^** to select TEL REGISTRATION.

TEL REGISTRATION



4. Press **Set**.

1-TOUCH SPD DIAL



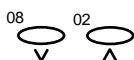
5. Use **V** or **^** to select CODED SPEED DIAL.

CODED SPEED DIAL



6. Press **Set**.

Ex: *00= 2131 1250



7. Use **V** or **^** to select the coded speed dialling code you want to change.

Ex: *01= 3 3758 2110

- ❑ If a group is already registered under the coded speed dialling code you select, **GROUP DIAL** appears.



8. Press **Set**.

TELEPHONE NUMBER



9. Press **Set** again.

Ex: TEL=3 3758 2110__

To delete a number:



10. Press **Clear**.

TEL=

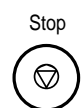


11. Press **Set**.

ERASING END

NAME

- ☐ The fax/telephone number and name registered under that code are deleted.



12. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

To change the number or name:



10. Press **Clear**.

TEL=



11. Use the numeric buttons to enter the new fax/telephone number.

- ☐ If you only want to change the name, ignore this step and go to the next step.

Ex: TEL=3 3758 2111__

- ☐ The fax/telephone number can be up to 120 digits long (including spaces and pauses).

- ☐ To enter a space, press **Space**. Spaces are optional and are ignored during dialling.
- ☐ To enter a pause in the number, press **⏏** (Redial)/**Pause**.
- ☐ To correct a mistake in the number, press **<** to delete the rightmost digit.
- ☐ To delete the entire entry, press **Clear**.

Set



12. Press **Set** to register the fax/telephone number.

DATA ENTRY OK

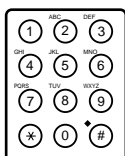
NAME

Set



13. Press **Set** again.

Ex: Canon Inc. :A



14. Use the numeric buttons to enter the new name over the previous name.

- ☐ If you want to keep the same name, ignore this step and go to the next step.

Ex: Canon TOKYO :A

- ☐ The name can be up to 16 characters long (including spaces).
- ☐ To enter letters, numbers, and symbols, refer to the instructions on page 3-8.

Set



15. Press **Set** to register the name.

DATA ENTRY OK

*02= 49 39 25 25

16. To change other entries, repeat the procedure from step 7. (→ p. 6-14)
-or-

To finish changing coded speed dialling entries, press **Stop** to return to standby mode.

Stop



Ex: 15:00 FaxOnly

Using Coded Speed Dialling

Follow this procedure to send documents using coded speed dialling:

To use this feature, you must first register a number for coded speed dialling. (→ p. 6-11)



Note

Be sure to adjust the document feed lever before loading your document. (→ p. 4-5)



1. Prepare the document and load it, face down, in the Automatic Document Feeder (ADF). (→ pp. 4-6, 4-11)

- ☐ The LCD display shows the following:

Currently used memory:

MEMORY USED 0%

Standby to scan:

DOCUMENT READY

- ☐ If you are sending in colour to a fax machine with colour capability, press **Color/B&W** to turn on its light. (→ p. 7-3)
- ☐ If necessary, you can adjust the resolution and contrast for your document. (→ pp. 7-4, 7-6)

Coded Dial



2. Press **Coded Dial**.

*



3. Use the numeric buttons to enter the two-digit code assigned to the number to which you wish to fax.

Ex:

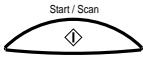
*01

Ex:

TEL=03 3758 2111

- ☐ The number registered under that coded speed dialling code is displayed.
- ☐ If you enter the wrong code, press **Stop**. Then press **Coded Dial** and enter the correct code.

- ☐ If no fax number is assigned to the coded speed dialling code you enter, the LCD displays **NO TEL #**. If this happens, make sure you entered the correct code and that the number you want to dial is registered under that code.



4. Press **Start/Scan** to begin scanning for sending, or wait a few seconds for the MultiPASS C70 to begin scanning automatically.
 - ☐ If you prefer the MultiPASS C70 never to scan a document automatically after a few seconds, you can turn this feature off. (→ **TIME OUT**, pp. 14-9, 14-10)
 - ☐ You will see a series of brief messages showing details on the transmission.



Note

You can also use coded speed dialling to send a document to more than one destination at a time. (→ *Sequential Broadcasting*, p. 7-23)

Group Dialling

Creating Groups

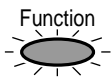
If you frequently send the same document to several destinations, you can create a *group* of these destinations and register them under a speed dialling button or code. This enables you to press a single one-touch speed dialling button, or press the **Coded Dial** button and enter one two-digit code to send the same document to all the destinations in your group.



Note

- ❑ You can only group numbers that have already been registered for one-touch or coded speed dialling.
- ❑ A group can contain up to 111 destinations.
- ❑ You can also create groups from the MultiPASS Desktop Manager.
(→ *MultiPASS Suite Software User's Guide*)

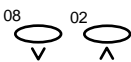
Follow this procedure to register numbers and names for group dialling:



1. Press **Function**.



2. Press **Data Registration**.

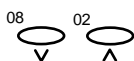


3. Use **V** or **^** to select TEL REGISTRATION.



4. Press **Set**.





5. Use **V** or **Λ** to select **GROUP DIAL**.

GROUP DIAL



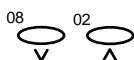
6. Press **Set**.

Ex: 01=1-TOUCH SPD

7. Select a one-touch speed dialling button or coded speed dialling code under which you want to register the group.

To register a group under a one-touch speed dialling button:

Use **V** or **Λ** to select the button under which you want to register the group (01 to 12).



Ex: 03=

- ☐ If a one-touch speed dialling button has already been registered, 1-TOUCH SPD or GROUP DIAL is displayed.

-or-

To register a group under a coded speed dialling code:

Press **Coded Dial**, then use the numeric buttons to enter the code under which you want to register the group (00 to 99).

Coded Dial



Ex: *21=



- ☐ If a coded speed dialling code has already been registered, CODED SPEED or GROUP DIAL is displayed.

- ☐ If you wish to register a group under a one-touch speed dialling button or coded speed dialling code already registered for speed dialling, or you want to re-enter a group, you must delete the previous information first. (→ pp. 6-6, 6-14, 6-23)



8. Press **Set**.

TELEPHONE NUMBER

Set
○

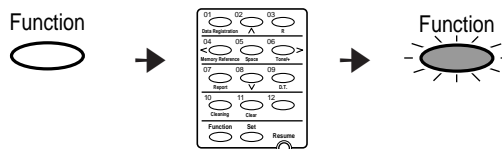
9. Press **Set** again.

TEL=

10. Enter the one-touch or coded speed dialling numbers you want to register in the group.

To enter a destination registered for one-touch speed dialling:

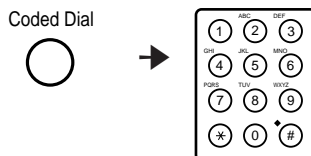
Press **Function**, then press the one-touch speed dialling buttons assigned to the numbers you want to register in the group. Then press **Function** again.



- ☐ You cannot enter numbers not registered for one-touch speed dialling (i.e. with the numeric buttons).
- ☐ You can enter one-touch speed dialling buttons that have a group registered under them.
- ☐ If you enter the wrong button, select that entry with **✓** or **△**, then press **Clear**.
- ☐ The number registered under the button you press will be displayed, or **GROUP DIAL** will be displayed if you select a group.
- ☐ You can enter multiple one-touch speed dialling buttons.

To enter a destination registered for coded speed dialling:

Press **Coded Dial**, then enter the two-digit code assigned to the number you want to register in the group.



- ☐ You cannot enter numbers not registered for coded speed dialling (i.e. with the numeric buttons).
- ☐ You can enter coded speed dialling codes that have a group registered under them.

- ☐ If you enter the wrong code, select that entry with **V** or **Λ**, then press **Clear**.
- ☐ The number registered under the code you enter will be displayed, or **GROUP DIAL** will be displayed if you select a group.
- ☐ You can enter multiple coded speed dialling codes. (Remember to press **Coded Dial** before each code.)



11. Press **Set** to register your entries for the group.

NAME



12. Press **Set** again.

_ : A



13. Use the numeric buttons to enter a name for the group.

Ex:

Canon GROUP 2_:1

- ☐ The name can be up to 16 characters long (including spaces).
- ☐ To enter letters, numbers, and symbols, refer to the instructions on page 3-8.



14. Press **Set** to register the name.

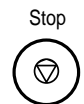
DATA ENTRY OK

Ex:

04=1-TOUCH SPD

15. To continue registering other groups, repeat the procedure from step 7. (→ p. 6-20)

-or-



To finish registering groups, press **Stop** to return to standby mode.

Ex:

15:00 FaxOnly



Note

You can print the Group Dial List showing all the numbers and names registered for group dialling (→ p. 6-29). Keep this list near your MultiPASS C70 so you can refer to it when dialling.

Changing/Deleting a Group Dialling Entry

If you want to change the entries in a group or delete a group, follow the instructions in *Creating Groups* (→ p. 6-19) but note the following:

- ❑ To add a destination to a group:
 - In step 7, select the group you want to add a destination to.
 - In step 10, enter the destinations you want to add to the group.
- ❑ To change the name of a group:
 - In step 7, select the group to which you want to change the name.
 - In step 13, press the **Clear** button and then enter the new name.
- ❑ To delete an entry from a group:
 - In step 7, select the group you want to make changes to.
 - In step 10, use the **V** button or **^** button to select the entry you want to delete, then press the **Clear** button. Press the **Set** button to register your changes, then the **Stop** button to return to standby mode.
- ❑ To delete a group completely:
 - In step 7, select the group you want to delete.
 - In step 10, press the **Clear** button until all entries are deleted (TEL= appears).
 - In step 13, press the **Clear** button to delete the name.

Using Group Dialling

Follow this procedure to send a document to a group of destinations registered under a one-touch speed dialling button or a coded speed dialling code:

To use this feature, you must first register a group of fax numbers for one-touch speed dialling or coded speed dialling. (→ *Creating Groups*, p. 6-19)



Note

Be sure to adjust the document feed lever before loading your document. (→ p. 4-5)



1. Prepare the document and load it, face down, in the Automatic Document Feeder (ADF). (→ pp. 4-6, 4-11)
 - ☐ The LCD display shows the following:

Currently used memory:

MEMORY USED	0%
-------------	----

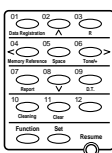
Standby to scan:

DOCUMENT READY

 - ☐ If you are sending in colour to fax machines with colour capability, press **Color/B&W** to turn on its light. (→ p. 7-3)
 - ☐ If necessary, you can adjust the resolution and contrast for your document. (→ pp. 7-4, 7-6)
2. Enter the group registered under a one-touch speed dialling button or coded speed dialling code.

To enter a group registered under a one-touch speed dialling button:

Press the one-touch speed dialling button assigned to the group you wish to send the document to.



TEL=GROUP DIAL

- ☐ If you press the wrong button, press **Stop**, then press the correct button.

Coded Dial



To enter a group registered under a coded speed dialling code:

Press **Coded Dial**, then use the numeric buttons to enter the two-digit code assigned to the group you wish to send the document to.

Ex:

- ☐ If you enter the wrong code, press **Stop**, then press **Coded Dial** and enter the correct code.



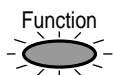
3. Press **Start/Scan** to begin scanning for sending, or wait a few seconds for the MultiPASS C70 to begin scanning automatically.
 - ☐ If you prefer the MultiPASS C70 never to scan a document automatically after a few seconds, you can turn this feature off. (→ **TIME OUT**, pp. 14-9, 14-10)
 - ☐ You will see a series of brief messages showing details on the transmission.

Speed Dialling Lists

You can print lists of numbers registered for one-touch and coded speed dialling, and of numbers registered for group dialling.

Follow this procedure to print the speed dialling lists:

Printing the One-Touch or Coded Speed Dial List



1. Press **Function**.

07



2. Press **Report**.

ACTIVITY REPORT

08



02



3. Use ∇ or \blacktriangle to select SPEED DIAL LIST.

SPEED DIAL LIST

Set



4. Press **Set**.

1-TOUCH LIST

08



02



5. Use ∇ or \blacktriangle to select 1-TOUCH LIST or CODED DIAL LIST.

Ex:

CODED DIAL LIST

Set



6. Press **Set**.

SORTED OUTPUT

YES= (*) NO= (#)

7. Select whether you want the list to be printed with the destinations sorted.



Press ***** to print the list with the names of the destinations in alphabetical order.

-or-



Press **#** to print the list in code or button order.

☐ The unit begins printing the list.

Samples of the lists are shown below and on the following page:

One-Touch Speed Dial List

Sorted

27/12 2000 17:23 FAX 123 4567		CANON	001
***** *** 1-TOUCH SPD DIAL LIST *** *****			
NO.	CONNECTION TEL	CONNECTION ID	
[12]	2 887 0166	Canon AUSTRALIA	
[01]	905 795 1111	Canon CANADA	
[03]	GROUP DIAL	Canon EUROPA	
[04]	2 50921	Canon ITALIA	
[05]	1 432 2060	Canon OPTICS	

Unsorted

27/12 2000 17:23 FAX 123 4567		CANON	001
***** *** 1-TOUCH SPD DIAL LIST *** *****			
NO.	CONNECTION TEL	CONNECTION ID	
[01]	905 795 1111	Canon CANADA	
[03]	GROUP DIAL	Canon EUROPA	
[04]	2 50921	Canon ITALIA	
[05]	1 432 2060	Canon OPTICS	
[12]	2 887 0166	Canon AUSTRALIA	

Coded Speed Dial List

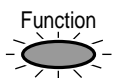
Sorted

27/12 2000 17:23 FAX 123 4567		CANON	001
***** *** CODED SPEED DIAL LIST *** *****			
NO.	CONNECTION TEL	CONNECTION ID	
[* 00]	2131 1250	Canon DEUTSCH.	
[* 02]	1 49 39 25 25	Canon FRANCE	
[* 21]	GROUP DIAL	Canon GROUP 1	
[* 01]	03 3758 2111	Canon TOKYO	
[* 03]	516p488 6700	Canon U.S.A.	
[* 32]	81 773 3173	Canon UK	

Unsorted

27/12 2000 17:23 FAX 123 4567		CANON	001
***** *** CODED SPEED DIAL LIST *** *****			
NO.	CONNECTION TEL	CONNECTION ID	
[* 00]	2131 1250	Canon DEUTSCH.	
[* 01]	03 3758 2111	Canon TOKYO	
[* 02]	1 49 39 25 25	Canon FRANCE	
[* 03]	516p488 6700	Canon U.S.A.	
[* 21]	GROUP DIAL	Canon GROUP 1	
[* 32]	81 773 3173	Canon UK	

Printing the Group Dial List



1. Press **Function**.

07



2. Press **Report**.

ACTIVITY REPORT

08



02



3. Use **V** or **^** to select **SPEED DIAL LIST**.

SPEED DIAL LIST

Set



4. Press **Set**.

1-TOUCH LIST

08



02



5. Use **V** or **^** to select **GROUP DIAL LIST**.

GROUP DIAL LIST

Set



6. Press **Set**.

PRINTING REPORT

☐ The unit begins printing the list.

A sample of the list is shown on the following page:

Group Dial List

27/12 2000 17:23 FAX 123 4567	CANON	001
<p>***** *** GROUP DIAL LIST *** *****</p>		
[03] Canon GROUP 2	[* 00] 2131 1250 [* 02] 1 49 39 25 25 [* 04] 2 50921 [* 32] 81 773 3173	Canon DEUTSCH. Canon FRANCE Canon ITALIA Canon UK
[* 21] Canon GROUP 1	[01] 905 795 1111 [* 03] 516p488 6700	Canon CANADA Canon U.S.A.

Chapter 7

Sending Faxes

This chapter describes how to use your MultiPASS C70 to send faxes.

❑	Preparing to Send a Fax.....	7-3
•	Documents You Can Fax.....	7-3
•	Adjusting the Quality of Your Faxes.....	7-3
	Setting Colour or Black & White Transmission	7-3
	Setting the Scanning Resolution.....	7-4
	Setting the Scanning Contrast	7-6
•	Dialling Methods.....	7-8
❑	Sending Methods.....	7-9
•	Overview	7-9
•	Memory Sending.....	7-9
•	Manual Sending Via the Handset.....	7-12
❑	Cancelling Sending.....	7-14
•	Removing the Document From the Automatic Document Feeder (ADF)	7-15
❑	Redialling When the Line is Busy	7-17
•	Manual Redialling.....	7-17
	Cancelling Manual Redialling	7-17
•	Automatic Redialling.....	7-17
	What is Automatic Redialling?.....	7-17
	Cancelling Automatic Redialling	7-18
	Setting Up Automatic Redialling	7-20
❑	Sequential Broadcasting	7-23
•	Sending a Document to More Than One Destination	7-23
•	Sending a Document Using Group Dialling.....	7-26
❑	Delayed Sending.....	7-27
•	Sending Other Documents While the MultiPASS C70 is Set for Delayed Sending	7-27

□ Documents Stored in Memory	7-28
• Printing a List of Documents in Memory	7-28
• Printing a Document in Memory.....	7-29
• Deleting a Document From Memory	7-33

Preparing to Send a Fax

Documents You Can Fax

For information on the types of documents you can fax, their requirements, and details on loading documents, refer to Chapter 4, *Document Handling*.

Adjusting the Quality of Your Faxes

Canon's Ultra High Quality (UHQ™) imaging technology enables you to send documents that are very close to the quality of the original. The MultiPASS C70 allows you to send a document in colour or black & white, and to adjust the resolution and contrast to best suit your particular document.

Setting Colour or Black & White Transmission

Your MultiPASS C70 can send faxes in black & white. It can also send faxes in colour to fax machines with colour capability. Before sending a document, you need to adjust whether the document will be sent in colour, or in black & white only.

To send in black & white:

○ Color / B&W



Make sure the light above the **Color/B&W** button is turned off. If not, press the **Color/B&W** button to turn it off.

To send in colour (to fax machines that support colour fax reception):

☀ Color / B&W



Press the **Color/B&W** button to turn on the light above this button.



Note

- ☐ If you send a colour document to a fax machine that does not support colour faxing, the document will not be sent, and the LCD display will show this message: TRY AGAIN IN B/W. Try sending again in black & white.
- ☐ You can also adjust the resolution for colour and black & white transmission. (→ p. 7-4)

Setting the Scanning Resolution

Resolution is a measure of the fineness or clarity of a printout. Low resolutions may cause text and graphics to have a jagged appearance, while higher resolutions provide smoother curves and lines, crisp text and graphics, and a better match to traditional typeface designs.

You can set the scanning resolution for the documents you send.



The higher the resolution, the higher the quality of output, but the slower the scanning speed.

For black & white sending, set the resolution as follows:

○ Color / B&W



1. Make sure the light above the **Color/B&W** button is turned off.
☐ If not, press **Color/B&W** to turn it off.

Resolution



2. Press **Resolution**.
☐ The current resolution setting is displayed.

Ex:

FAX STANDARD

Resolution



3. Press **Resolution** to select the resolution setting you want.
☐ You can select from the following:

FAX STANDARD

(8 pels/mm × 3.85 lines/mm)

Suitable for most text-only documents.

FAX FINE

(8 pels/mm × 7.7 lines/mm)

Suitable for documents with fine print (smaller than the print in this sentence).

FAX PHOTO

(8 pels/mm × 7.7 lines/mm)

Suitable for documents that contain photographs. With this setting, areas of the document that contain photos are automatically scanned with 64 levels of grey, rather than just two (black & white). This gives a much better reproduction of photos, though the transmission time is longer.

- ☐ After about 10 seconds, the LCD display returns to standby mode.

For colour sending, set the resolution as follows:

 Color / B&W



1. Press **Color/B&W** to turn on the light above this button.

Resolution



2. Press **Resolution**.

- ☐ The current colour resolution setting is displayed.

Ex:

FAX STANDARD

Resolution



3. Press **Resolution** to select the colour resolution setting you want.

- ☐ You can select from the following:

FAX STANDARD

Provides standard colour resolution.

FAX FINE

Provides a higher quality colour resolution.

- ☐ After about 10 seconds, the LCD display returns to standby mode.



Note

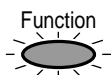
You can change the resolution setting while the document is being scanned for sending. However, please note that your new setting will only be effective from the next page scanned.

Setting the Scanning Contrast

Contrast is the difference in brightness between the lightest and darkest parts of a printed document. You can adjust the contrast the MultiPASS C70 uses to send faxes. Adjust according to how light or dark your document is.



You can also set the scanning contrast from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)



1. Press **Function**.



2. Press **Data Registration**.

DATA REGISTRATION



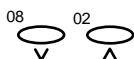
3. Press **Set**.

USER SETTINGS



4. Press **Set** again.

DATE & TIME



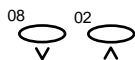
5. Use **V** or **^** to select **SCAN CONTRAST**.

SCAN CONTRAST



6. Press **Set**.

Ex: STANDARD



7. Use **V** or **^** to select the scanning contrast you want.

☐ You can select from the following:

STANDARD

This is the default setting. Adequate for most documents.

DARKER

Suitable for light documents.

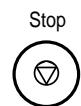
LIGHTER

Suitable for dark documents.



8. Press **Set**.

OFFHOOK ALARM



9. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

Dialling Methods

There are several ways of dialling the number of the party you want to send to:

- ❑ **Regular Dialling**

Dial a fax number by using the numeric buttons, just like dialling a telephone number.

- ❑ **One-Touch Speed Dialling**

Dial a fax number by pressing the one-touch speed dialling button (01 to 12) that the number is assigned to. For details on registering and using one-touch speed dialling, refer to Chapter 6, *Speed Dialling*.

- ❑ **Coded Speed Dialling**

Dial a fax number by pressing the **Coded Dial** button followed by the two-digit code (00 to 99) that the number is assigned to. For details on registering and using coded speed dialling, refer to Chapter 6, *Speed Dialling*.

- ❑ **Group Dialling**

Send a document to a predefined group of fax numbers. (The numbers must already be registered under one-touch speed dialling buttons or coded speed dialling codes.) For details on creating groups and using group dialling, refer to Chapter 6, *Speed Dialling*.

- ❑ **PC Dialling**

Dial a fax number from your PC using the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

Sending Methods

Overview

This section describes the methods and advantages of the two main sending methods:

❑ **Memory sending**

Allows you to send a document easily and quickly.

❑ **Manual sending via the handset**

If you have the handset, a telephone, or an extension phone connected to your MultiPASS C70, this mode allows you to talk to the other party before you send the document.

Memory Sending

Memory sending is a quick and easy way to send a document. The MultiPASS C70 scans the document into its memory, and as the first page of a multipage document is being scanned, the unit begins calling the other party and transmitting the information even as the remaining pages are being scanned.

Since the MultiPASS C70 is multitasking, you can even scan a document into memory while sending another document, receiving a document, or printing a report.

The unit has enough memory to store up to 42 pages* (fewer if the document contains many graphics or particularly dense text). Follow the instructions on the next page to send a document with memory sending:



Be sure to adjust the document feed lever before loading your document. (→ p. 4-5)

* Based on Canon FAX Standard Chart No. 1, standard mode.



1. Prepare the document and load it, face down, in the Automatic Document Feeder (ADF). (→ pp. 4-6, 4-11)

- ☐ The LCD display shows the following:

Currently used memory:

MEMORY USED	0%
-------------	----

Standby to scan:

DOCUMENT READY

- ☐ If you are sending in colour to a fax machine with colour capability, press **Color/B&W** to turn on its light. (→ p. 7-3)
- ☐ If necessary, you can adjust the resolution and contrast. (→ pp. 7-4, 7-6)
- ☐ You may not be able to use memory sending if the percentage shown in the MEMORY USED display is close to 100%. In this case, use manual sending via the handset to send your document.

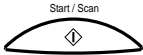
2. Dial the other party's fax number.

- ☐ Use one of the dialling methods described earlier in this chapter. (→ p. 7-8)

Ex:

TEL=	9p7654321
------	-----------

- ☐ If you enter the wrong number, press **Stop**, then enter the correct number.
- ☐ If you must first dial a digit to get an outside line ("9", for example), add a pause after that digit by pressing **○● (Redial)/Pause**, as shown in the example above.



3. Press **Start/Scan** to begin scanning for sending.

- ☐ If you used speed dialling to dial the number, the unit will automatically begin scanning the document into memory a few seconds after making the entry. If you prefer the MultiPASS C70 never to scan a document automatically after a few seconds, you can turn this feature off. (→ **TIME OUT**, pp. 14-9, 14-10)
- ☐ You will see a series of brief messages showing details on the transmission.
- ☐ To cancel the transmission once the unit has started to dial, press **Stop**. The LCD display then asks you to confirm cancelling. Press **✳** to cancel sending. (→ p. 7-14)



-
- ☐ You can scan up to 30 different documents for memory sending.
 - ☐ When the document is sent, it is automatically deleted from memory.
 - ☐ If an error occurs during sending, the MultiPASS C70 will print out an error report. If this happens, try sending the document again. (→ *Faxing Problems*, p. 13-18)
 - ☐ When an error occurs during sending, the document is automatically deleted from memory, even if it is not sent completely.
 - ☐ If you send a colour document to a fax machine that does not support colour faxing, the document will not be sent, and the LCD display will show this message: TRY AGAIN IN B/W. Try sending again in black & white.
-

Manual Sending Via the Handset

Manual sending via the handset allows you to talk to the other party before you send the document. This method is useful if the other party must manually set their fax machine to receive before they can receive a fax.

Follow this procedure to send using manual sending:



Note

- ☐ To use this mode, you need to connect the handset, a telephone, or an extension phone to your unit. (→ pp. 2-18, 2-19)
- ☐ Be sure to adjust the document feed lever before loading your document. (→ p. 4-5)



1. Prepare the document and load it, face down, in the Automatic Document Feeder (ADF). (→ pp. 4-6, 4-11)

- ☐ The LCD display shows the following:

Currently used memory:

MEMORY USED	0 %
-------------	-----

Standby to scan:

DOCUMENT READY

- ☐ If you are sending in colour to a fax machine with colour capability, press **Color/B&W** to turn on its light. (→ p. 7-3)
- ☐ If necessary, you can adjust the resolution and contrast. (→ pp. 7-4, 7-6)

Hook



2. Press **Hook**.

TEL=

- ☐ You can also lift the handset or the handset of the telephone or extension phone connected to your unit instead of pressing **Hook**.
- ☐ You can adjust the volume of the speaker. (→ LINE MONITOR VOL, pp. 14-5, 14-6)

3. Dial the other party's fax/telephone number.

Ex:

TEL=	7654321
------	---------

- ☐ Use one of the dialling methods described earlier in this chapter. (→ p. 7-8)
- ☐ If you make a mistake during dialling, press **Hook** or put down the handset and start again from step 2.



4. When you hear the other party answer the call, pick up the handset and you can talk.
 - ☐ If you pressed **Hook** in step 2 instead of lifting the handset, you will hear the other party's voice but they will not be able to hear you through the speaker. Pick up the handset to talk to the other party.
 - ☐ If you hear a high-pitched signal, instead of the other party's voice, press **Start/Scan**. If you picked up the handset to dial, hang up the handset. The unit will begin sending the document.
5. When you are ready to send the document, ask the other party to press the start button on their fax unit.



6. When you hear the high-pitched signal of the other party's fax unit, press **Start/Scan** on your unit and then hang up the handset.
 - ☐ The unit begins sending the document.
 - ☐ You will see a series of brief messages showing details on the transmission.



Note

-
- ☐ Be sure to hang up the handset *after* you press the **Start/Scan** button on your unit. If you hang up first, you will disconnect the call.
 - ☐ If the offhook alarm starts beeping, make sure the handset is resting properly in its cradle.
 - ☐ If you send a colour document to a fax machine that does not support colour faxing, the document will not be sent, and the LCD display will show this message: TRY AGAIN IN B/W. Try sending again in black & white.
-

Cancelling Sending

Follow this procedure if you want to stop sending a document before transmission is completed:

Stop



1. Press **Stop**.

- ☐ For manual sending, the transmission is cancelled.
- ☐ For memory sending, the MultiPASS C70 asks you to confirm that you want to cancel.

CANCEL? *YES #NO

YES = (*) NO = (#)



2. Press ***** to cancel sending.

- ☐ Sending is not cancelled until you press *****.
- ☐ If you change your mind and want to continue sending, press **#**.
- ☐ To cancel transmission of a document waiting to be sent (because the unit is waiting to redial), refer to *Deleting a Document From Memory*. (→ p. 7-33)
- ☐ To cancel transmission of a document waiting to be sent from memory (delayed sending, for example), refer to *Deleting a Document From Memory*. (→ p. 7-33)



Note

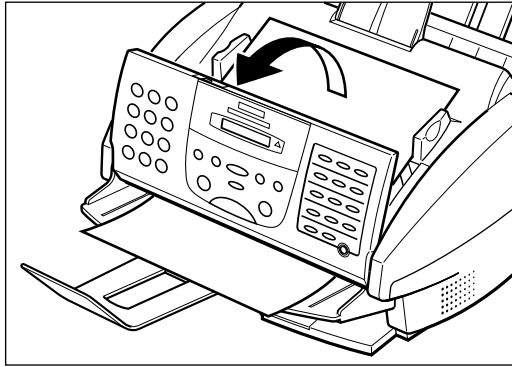
When you cancel sending, you may need to open the operation panel to remove the document from the Automatic Document Feeder (ADF). For details, refer to the next page, *Removing the Document From the Automatic Document Feeder (ADF)*.

Removing the Document From the Automatic Document Feeder (ADF)

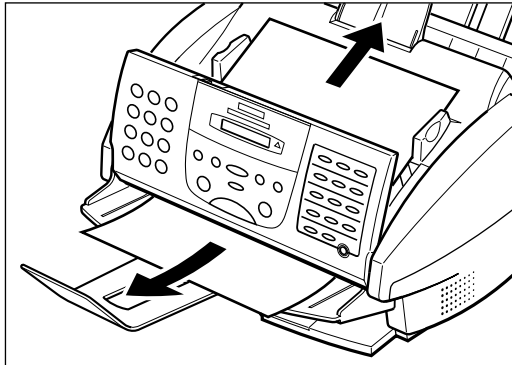


Do not try to pull the document out without opening the operation panel, or you might tear or smudge the document.

1. Open the operation panel by gently pulling it towards you.

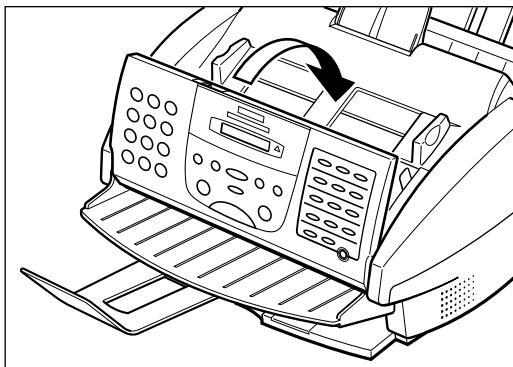


2. Remove the document by pulling it out from the top or bottom.



If the paper does not pull out easily, do not force it. Contact your local authorised Canon dealer or the Canon help line.

3. When you are finished, close the operation panel by pressing it down from the centre.



Note

Be sure to close the operation panel until it locks into place. Otherwise the unit will not function properly.

Redialling When the Line is Busy

There are two methods of redialling: manual redialling and automatic redialling. See below for details.

Manual Redialling

Press the **○●** (Redial)/**Pause** button to dial the last number you dialled with the numeric buttons. (This also starts redialling regardless of whether automatic redialling is enabled.)

Cancelling Manual Redialling

To cancel manual redialling, press the **Stop** button.

Automatic Redialling

When you are sending using memory sending and the other party's line is busy, the unit waits the specified time and then dials the same number again. You can set the MultiPASS C70 to redial several times if the previous attempts failed because the line was busy. This feature is called automatic redialling.

What is Automatic Redialling?

After the initial dial attempt, the unit is factory-set to wait two minutes and try to dial again. If the second attempt fails because the line was busy, the unit will again wait for two minutes and make a final attempt to complete the call.

Automatic redialling can be turned off and on. The number of redialling attempts and the time interval between attempts can also be adjusted. (→ p. 7-20)

If all redial attempts are unsuccessful, the unit will cancel the transmission and print an Error TX Report to remind you that the transmission was not completed. (→ p. 11-6)



The automatic redialling feature can also be set up from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

When automatic redialling is in use, the LCD display alternately displays **AUTO REDIAL** and the transaction number (TX/RX NO.) while it is waiting to redial.

AUTO REDIAL

Ex: TX/RX NO. 0013

When it begins redialling, the LCD display shows details on the transmission.

If the receiving fax machine is still busy on the last attempt, the LCD display shows **BUSY/NO SIGNAL**, the transaction number (TX/RX NO.), and prints the Error TX report (if set to print one).

BUSY/NO SIGNAL

Ex: TX/RX NO. 0013

PRINTING REPORT

If this happens, try sending again later.

Cancelling Automatic Redialling

Automatic redialling cannot be cancelled with the **Stop** button while the unit is waiting to redial. To cancel automatic redialling, do the following:

1. Wait until the MultiPASS C70 begins redialling.

DIALING

Stop



2. Press **Stop**.

- ☐ The MultiPASS C70 asks you to confirm that you want to cancel.

CANCEL? *YES #NO

YES = (*) NO = (#)



3. Press ***** to cancel redialling.
 - ☐ Redialling is not cancelled until you press *****.
 - ☐ If you change your mind and want to continue redialling, press **#**.
 - ☐ The unit then prints an error report (if set to print one).



Note

-
- ☐ If the TX Report feature is deactivated, the Error TX Report will not be printed. (→ **TX REPORT**, pp. 14-7, 14-8)
 - ☐ If you want to cancel a transmission while the unit is waiting to redial, refer to *Deleting a Document From Memory*. (→ p. 7-33)
-

Setting Up Automatic Redialling

You can set up the following options for automatic redialling:

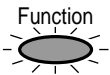
- ☐ Whether or not the MultiPASS C70 redials automatically.
- ☐ The number of times the MultiPASS C70 attempts to redial.
- ☐ The time interval between redialling attempts.



Note

- ☐ The factory default settings for the automatic redialling features are as follows:
 - The MultiPASS C70 redials twice.
 - The MultiPASS C70 waits two minutes before redialling.
- ☐ You can also set the automatic redialling feature from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

Follow the procedure below to adjust the automatic redialling settings:



1. Press **Function**.



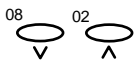
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



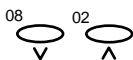
4. Use **V** or **^** to select TX SETTINGS.

TX SETTINGS



5. Press **Set**.

ECM TX



6. Use **V** or **Λ** to select **AUTO REDIAL**.

AUTO REDIAL



7. Press **Set**.

Ex:

ON

☐ If **OFF** is selected, use **V** or **Λ** to select **ON**.



8. Press **Set**.

REDIAL TIMES



9. Press **Set** again.

☐ The current setting is displayed.

Ex:

2TIMES



10. Use the numeric buttons to enter the number of times you want the unit to redial.

Ex:

1TIMES

☐ You can select from 1 to 2 times.*

☐ The default setting is twice.



11. Press **Set** to register your new setting.

REDIAL INTERVAL



12. Press **Set** again.

☐ The current setting is displayed.

Ex:

2MIN.

*New Zealand: 1 to 5 times.



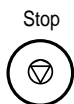
13. Use the numeric buttons to enter the time interval between rediallings.

Ex:

- ☐ You can select from 1 to 99 minutes.
- ☐ The default setting is 2 minutes.



14. Press **Set** to register your new setting.



15. Press **Stop** to return to standby mode.

Ex:

Sequential Broadcasting

Sending a Document to More Than One Destination

Follow this procedure to scan a document once and send it to several destinations. With this sending method, called sequential broadcasting, you can send the same document to a maximum of 113 destinations.

This feature allows you to send a document to a number of destinations using a combination of dialling methods as follows:

- ❑ One-touch speed dialling: up to 12 destinations
- ❑ Coded speed dialling: up to 100 destinations
- ❑ Regular dialling (using the numeric buttons): one destination

You can enter the one-touch speed dialling and coded speed dialling destinations in any order. You can also include one destination which you dial using the numeric buttons. (Be sure to press **Set** after your entry with the numeric buttons.)

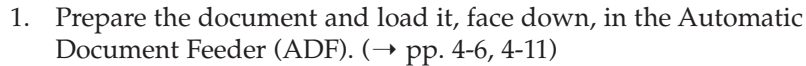


If you frequently send the same document to the same group of recipients, you can group them and register these numbers for group dialling. You can register up to 111 fax numbers with group dialling and send the same document to these numbers at the press of one or three buttons. (→ p. 6-19)

To send a document using sequential broadcasting, do the following:



Be sure to adjust the document feed lever before loading your document. (→ p. 4-5)



- Currently used memory:

Standby to scan:

- ❑ If you are sending in colour to a fax machine with colour capability, press **Color/B&W** to turn on its light. (→ p. 7-3)

- ❑ If necessary, you can adjust the resolution and contrast.
(→ pp. 7-4, 7-6)

2. Enter up to 113 fax numbers using any of the following methods:

- ❑ **One-touch speed dialling:**

Press the desired one-touch speed dialling button(s).



Press **Coded Dial**, then use the numeric buttons to enter the two-digit code.

- Be sure to press **Coded Dial** before each code.

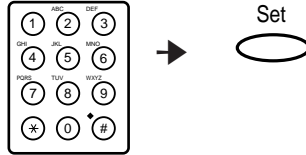
Coded Dial



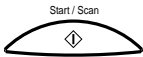
☐ **Regular dialling:**

Use the numeric buttons to enter the fax number, then press **Set** to add the number to the broadcast list.

- You can only enter one fax number this way.



- ☐ If you enter the incorrect destination, press **Function**, then **Clear**. Then press **Function** again, and enter the correct destination.
- ☐ You must dial the second number within five seconds of dialling the first number. All subsequent numbers must be dialled within 10 seconds. If you wait longer than the time out interval before dialling the next number, the unit will start scanning the document. The time out interval can be turned off. (→ **TIME OUT**, pp. 14-9, 14-10)
- ☐ If you want to review the numbers you entered, press **Function** and use **∇** or **∧** to scroll through the numbers.



3. Press **Start/Scan** to begin scanning for sending, or wait a few seconds for the MultiPASS C70 to begin scanning automatically.
 - ☐ The MultiPASS C70 then scans the document into memory, and begins sending it to the destinations.
 - ☐ If you prefer the MultiPASS C70 never to scan a document automatically after a few seconds, you can turn this feature off. (→ **TIME OUT**, pp. 14-9, 14-10)
 - ☐ You will see a series of brief messages showing details on the transmission.
 - ☐ To cancel sending, press **Stop**. You will be asked to confirm cancelling. Press ***** to cancel. Sending to all destinations you specified in step 2 will be cancelled. (You cannot cancel only one destination.)



Note

-
- ❑ If a number is busy, the unit will continue sending to the other destinations and then redial the number that was busy.
 - ❑ If the MultiPASS C70's memory becomes full while scanning your document, **MEMORY FULL** appears in the LCD display. If this happens, remove the remainder of the document from the Automatic Document Feeder (ADF) (you may need to open the operation panel to do so), then divide the document into several sections and send each section individually.
 - ❑ The document is automatically deleted from memory when sequential broadcasting is completed.
-

Sending a Document Using Group Dialling

If you frequently send faxes to the same group of people, you can create a *group*. Groups are stored under one-touch speed dialling buttons or coded speed dialling codes. For details on group dialling, refer to page 6-19.

Delayed Sending

Your MultiPASS C70 allows you to scan a document into your PC's hard disk and send it automatically at a preset time. This feature is called *Delayed sending* or *Timer sending*. By using this feature, you can take advantage of lower long distance rates at night, for example.



-
- ❑ You can only set this feature from the MultiPASS Desktop Manager.
(→ *MultiPASS Suite Software User's Guide*)
 - ❑ To use this feature, your PC must be turned on and connected to the MultiPASS C70.
-

Sending Other Documents While the MultiPASS C70 is Set for Delayed Sending

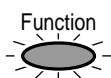
The MultiPASS C70 is a multitasking unit, so you can send, receive, print, or copy other documents even when you have set the MultiPASS C70 for delayed sending.

To print, copy, or send other documents after setting the MultiPASS C70 for delayed sending, simply follow the procedures described in this guide.

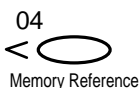
Documents Stored in Memory

Printing a List of Documents in Memory

The MultiPASS C70 can print out a list of documents stored in memory, along with the transaction number (TX/RX NO.) of each. Once you know the transaction number of a document in memory, you can print it or delete it. These procedures are described later in this chapter.



1. Press **Function**.



2. Press **Memory Reference**.

DOC. MEMORY LIST



3. Press **Set**.

PRINTING REPORT

- ❑ The MultiPASS C70 begins printing a list of documents stored in memory.

27/12 2000 23:42 FAX 123 4567

CANON

001

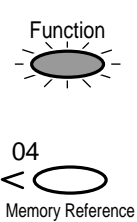
*** DOC. MEMORY LIST ***

TX/RX NO	MODE	CONNECTION TEL/ID	PGS.	SET TIME	
0046	TRANSMIT	COL [* 01] Canon TOKYO	3	27/12 23:24	
0047	TRANSMIT		[04] Canon ITALIA	2	27/12 23:24
0048	B'CAST		[01] Canon CANADA	1	27/12 23:38
0049	B'CAST	[* 02] Canon FRANCE	1	27/12 23:39	
		[03] Canon GROUP 2			

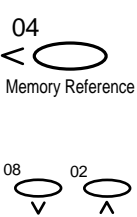
Printing a Document in Memory

Follow this procedure to print a document stored in memory:
Before printing a document, make sure you have the correct BJ cartridge installed.

	Black & White Document in Memory	Colour Document in Memory
BC-21e Colour BJ cartridge	Printing possible.	Printing possible.
BX-20 Black BJ cartridge	Printing possible.	Printing possible if converted to black & white.
BC-22e Photo BJ cartridge (Option)	Change BJ cartridge to BX-20 Black or BC-21e Colour BJ cartridge.	Printing possible.



1. Press **Function**.



2. Press **Memory Reference**.

DOC . MEMORY LIST

3. Use **V** or **^** to select PRINT DOCUMENT.

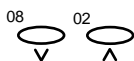
PRINT DOCUMENT



4. Press **Set**.

Ex:

TX/RX NO. <u>001</u>



5. Use **V** or **^** to select the transaction number (TX/RX NO.) of the document you want to print.

Ex:

TX/RX NO. * <u>003</u>

- ☐ The marks before the transaction number (TX/RX NO.) have the following meanings:
 (No mark): The document is in black & white.
 *: The document is in colour.
 #: The document is in black & white and is being sent or printed automatically.
 &: The document is in colour and is being sent or printed automatically.
- ☐ If you are unsure of the transaction number (TX/RX NO.) of the document you want to print, you can print the list of documents stored in memory. (→ p. 7-28)
- ☐ Use **<** or **>** to display the details of the transaction (destination, for example).



6. Press **Set**.

1ST PG ONLY?

YES= (*) NO= (#)

7. Select whether you want to print the first page of the document only, or all pages of the document.

Press ***** to print the first page only.

-or-

Press **#** to print all pages.



If you have the BC-21e Colour BJ cartridge installed:
 The MultiPASS C70 starts printing the document.

If you are printing a black & white document and have the BX-20 Black BJ cartridge installed:

The MultiPASS C70 starts printing the document.

If you are printing a colour document and have the BX-20 Black BJ cartridge installed:

The following messages alternate in the LCD display:

CONVERT CLR>B&W?

YES = (✱) NO = (#)

Press ✱ to print the document in black & white with the BX-20 Black BJ cartridge.

-or-

Press # to cancel printing. The unit returns to step 5.

If you are printing a colour document and have the optional BC-22e Photo BJ cartridge installed:

The following messages alternate in the LCD display:

PRINT W/ BC-22e?

YES = (✱) NO = (#)

Press ✱ to print the document with the optional BC-22e Photo BJ cartridge.

-or-

Press # to cancel printing. The unit returns to step 5.



Note

You cannot print a black & white document with the optional BC-22e Photo BJ cartridge. If you have this BJ cartridge installed, press the **Stop** button, install the BX-20 Black or BC-21e Colour BJ cartridge (→ p. 12-19) and start again from the beginning.

8. To continue printing other documents in memory, repeat the procedure from step 5. (→ p. 7-30)

-or-

Stop



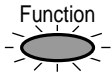
Press **Stop** to return to standby mode.

Ex:

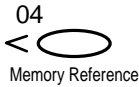
15:00	FaxOnly
-------	---------

Deleting a Document From Memory

Follow this procedure to delete a document from memory:

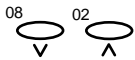


1. Press **Function**.



2. Press **Memory Reference**.

DOC. MEMORY LIST



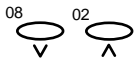
3. Use **V** or **^** to select **DELETE DOCUMENT**.

DELETE DOCUMENT



4. Press **Set**.

Ex: TX/RX NO. 0001



5. Use **V** or **^** to select the transaction number (TX/RX NO.) of the document you want to delete.

Ex: TX/RX NO. *0004

- ☐ The marks before the transaction number (TX/RX NO.) have the following meanings:
 - (No mark): The document is in black & white.
 - *: The document is in colour.
 - #: The document is in black & white and is being sent or printed automatically.
 - &: The document is in colour and is being sent or printed automatically.
- ☐ If you are unsure of the transaction number (TX/RX NO.) of the document you want to delete, you can print the list of documents stored in memory. (→ p. 7-28)
- ☐ Use **<** or **>** to display the details of the transaction (destination, for example).

Set



6. Press **Set**.

- ☐ The MultiPASS C70 asks you to confirm that you want to delete the document.

OK TO DELETE?

YES= (*) NO= (#)



7. Press ***** to delete the document.

- ☐ If you change your mind and want to keep the document in memory, press **#**.
- ☐ The MultiPASS C70 deletes the document.

8. To continue deleting other documents in memory, repeat the procedure from step 5. (→ p. 7-33)

-or-

Stop



Press **Stop** to return to standby mode.

Ex:

15:00 FaxOnly

Chapter 8

Receiving Faxes

This chapter describes the different methods for receiving faxes. You will also find instructions on setting the MultiPASS C70 to receive colour faxes.

- ❑ Different Ways to Receive a Fax8-3
 - Receiving Faxes Automatically: FAX ONLY MODE8-5
 - Setting FAX ONLY MODE8-5
 - Receiving Both Faxes and Telephone Calls Automatically:
 - Fax/Tel Mode8-8
 - Setting Fax/Tel Mode8-8
 - Setting Up Fax/Tel Mode8-10
 - Receiving Faxes Manually: MANUAL MODE8-14
 - Setting MANUAL MODE8-14
 - Receiving a Fax Manually8-14
 - Receiving With an Answering Machine: ANS.MACHINE
MODE8-16
 - Setting ANS.MACHINE MODE8-16
 - Using the MultiPASS C70 With an Answering Machine8-17
 - Receiving Faxes to the MultiPASS Desktop Manager8-18
 - When Your PC is Off8-18
 - Network FAX/TEL Switching (Australia Only)8-19
 - Setting the MultiPASS C70 for Network Switch8-19
 - Network Switch System Operation8-21
 - Network FAX/TEL Switching (New Zealand Only)8-22
 - Setting the MultiPASS C70 for Network Switch8-22
 - Network Switch System Operation8-24
- ❑ Receiving in Colour8-25
 - Setting Colour Reception8-25

❑ Receiving While Registering, Copying, or Printing.....	8-27
❑ Receiving Faxes in Memory When a Problem Occurs.....	8-28
❑ Cancelling Receiving.....	8-31

Different Ways to Receive a Fax

The MultiPASS C70 provides you with several modes for receiving faxes. To decide which mode will best suit your requirements, consider how you want to use the MultiPASS C70:

❑ **FAX ONLY MODE (→ p. 8-5)**

Use this mode if the MultiPASS C70 will be connected to a separate telephone line used only for faxing. The MultiPASS C70 then answers all calls, and receives all faxes automatically.

❑ **Fax/Tel Mode (→ p. 8-8)**

Use this mode if you will occasionally use the MultiPASS C70 as a telephone. In this mode, if an incoming call is from a fax machine, the MultiPASS C70 receives the faxes automatically, without ringing; if the call is from a person, the MultiPASS C70 rings to alert you to pick up the handset or the telephone (connected to your unit) to answer the call. This mode is economical, in that it allows you to have telephone and fax service without the expense of an additional telephone line.

This mode also includes settings that let you control precisely how it handles incoming calls. To adjust these via the operation panel, refer to the instructions later in this chapter (→ p. 8-10). You can also adjust these settings from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

❑ **MANUAL MODE (→ p. 8-14)**

Use this mode if you will frequently use the MultiPASS C70 to receive voice calls through the handset, telephone, or extension phone connected to your unit and want to answer every call yourself, including fax calls. The MultiPASS C70 then rings for every call, whether telephone or fax, and you must press the **Start/Scan** button to begin receiving a fax.

❑ **ANS.MACHINE MODE (→ p. 8-16)**

Use this mode if you plan to connect an answering machine to the MultiPASS C70 to receive faxes and telephone messages. The MultiPASS C70 then receives incoming faxes normally, and routes incoming telephone calls to the answering machine.

❑ **Receiving Faxes to the MultiPASS Desktop Manager (→ p. 8-18)**

The MultiPASS Desktop Manager allows you to receive faxes directly to your PC, where they are stored as scanned images.

❑ **Network FAX/TEL Switching (→ pp. 8-19, 8-22)**

Use this mode if you have subscribed to the Telstra FaxStream DUET service (Australia) or the Telecom N.Z. FaxAbility service (New Zealand). These services allow you to have one telephone line with two numbers: one for fax and one for telephone.

Once you have decided which mode you want, set the mode as described in this chapter. You can change the mode at any time.

Receiving Faxes Automatically: FAX ONLY MODE

When the MultiPASS C70 is set up for a dedicated line, set FAX ONLY MODE to automatically receive documents whenever a call comes over the fax line.

Setting FAX ONLY MODE

Your MultiPASS C70 is factory-set to FAX ONLY MODE. If you have not changed the receive mode to Fax/Tel Mode or NET SWITCH, simply follow this procedure:

Receive Mode



1. Press **Receive Mode** to select FAX ONLY MODE.

FAX ONLY MODE

- ❑ After a few seconds, the LCD display changes to the following display:

Ex: 15:00 FaxOnly

If you have previously set FAX/TEL AUTO SW or NET SWITCH in the RX MODE setting of the RX SETTINGS menu, you will have to change the mode back to FAX ONLY MODE. Follow this procedure:

Function



1. Press **Function**.

01



Data Registration

2. Press **Data Registration**.

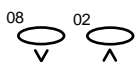
DATA REGISTRATION

Set



3. Press **Set**.

USER SETTINGS



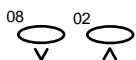
4. Use **V** or **^** to select RX SETTINGS.

RX SETTINGS



5. Press **Set**.

ECM RX



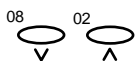
6. Use **V** or **^** to select RX MODE.

RX MODE



7. Press **Set**.

Ex: FAX/TEL AUTO SW



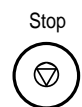
8. Use **V** or **^** to select FAX ONLY MODE.

FAX ONLY MODE



9. Press **Set**.

INCOMING RING



10. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

11. Confirm that **FaxOnly** is displayed in the LCD display.

- ❑ If **FaxOnly** is not displayed, press **Receive Mode** to select **FAX ONLY MODE**. After a few seconds, the LCD display returns to standby mode.

Ex:

15:00	FaxOnly
-------	---------

- ❑ The MultiPASS C70 assumes all incoming calls are from fax machines sending faxes. It receives the documents automatically and disconnects all voice calls.



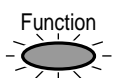
In **FAX ONLY MODE**, you can control whether or not the MultiPASS C70 rings when it receives a fax call (→ **INCOMING RING**, pp. 14-11, 14-12). You can also set this option from the MultiPASS Desktop Manager (→ *MultiPASS Suite Software User's Guide*). Please note that even if you enable this option, the MultiPASS C70 will only ring if you have the handset, a telephone, or an extension phone connected to it.

Receiving Both Faxes and Telephone Calls Automatically: Fax/Tel Mode

Set this mode if you want your MultiPASS C70 to automatically switch between voice and fax calls. For this mode, you need to have the handset, a telephone, or an extension phone connected to your unit.
(→ pp. 2-18, 2-19)

Setting Fax/Tel Mode

Follow the procedure below to set the receive mode to FAX/TEL AUTO SW (Fax/Tel Mode):



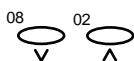
1. Press **Function**.



2. Press **Data Registration**.



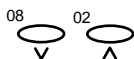
3. Press **Set**.



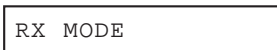
4. Use **V** or **^** to select RX SETTINGS.




5. Press **Set**.



6. Use **V** or **^** to select RX MODE.




- Set




7. Press **Set**.

Ex:

FAX ONLY MODE
- 08




02




8. Use **V** or **^** to select FAX/TEL AUTO SW.

FAX/TEL AUTO SW
- Set



9. Press **Set**.

RING START TIME
- Stop



10. Press **Stop** to return to standby mode.

Ex:

15:00 FaxTel
11. Confirm that FaxTel is displayed in the LCD display.

❑ If FaxTel is not displayed, press **Receive Mode** to select Fax/Tel Mode. After a few seconds, the LCD display returns to standby mode.

Ex:

15:00 FaxTel

Setting Up Fax/Tel Mode

You can control precisely how your MultiPASS C70 handles incoming calls by adjusting the settings described below.



The options described below can also be set from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

☐ RING START TIME

When a call comes in, the unit checks to see if it is a person wishing to speak to you or a fax machine trying to send a document. If your unit does not have enough time to detect the fax tone, it assumes the call is from a telephone. Use the **RING START TIME** setting to increase the time the unit takes to check whether a call is from a fax machine or a telephone. You can select a time between 0 and 30 seconds. The default setting is eight seconds.

☐ F/T RING TIME

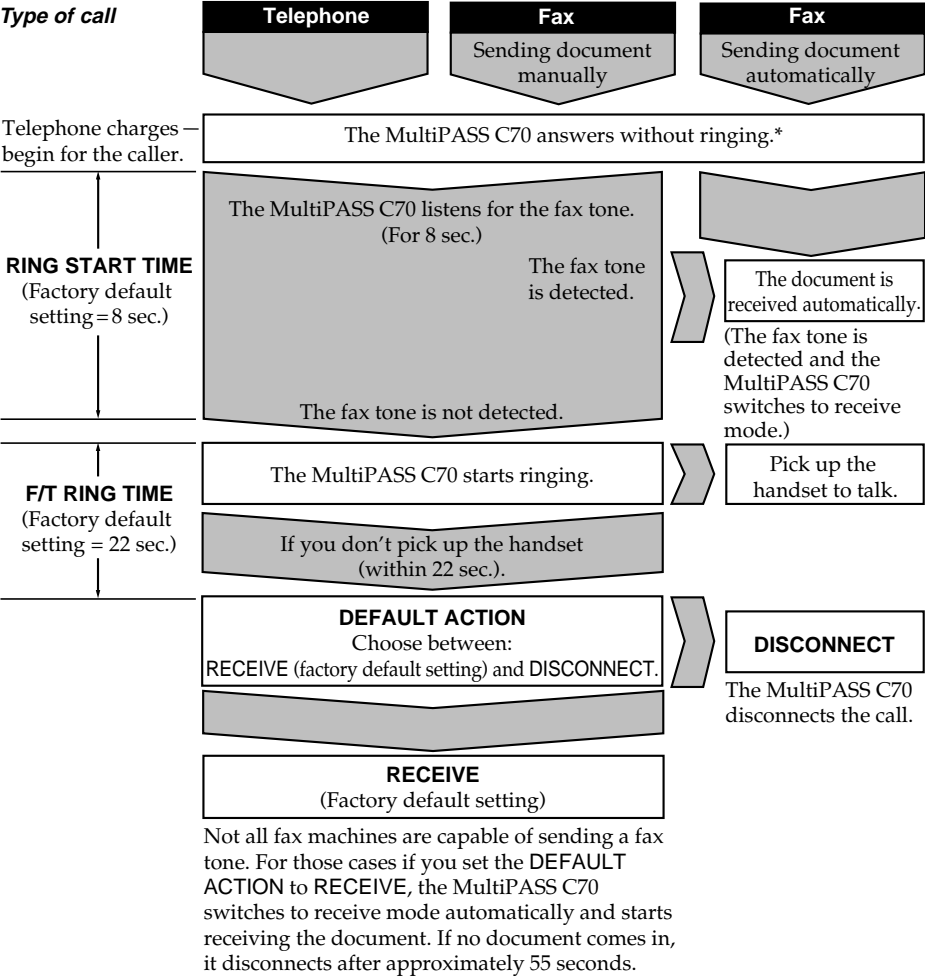
When your unit is set to receive both fax and telephone calls automatically, it rings to alert you to pick up the handset or the handset of the telephone or extension phone if the call is from a person. If you do not pick up the handset within a certain amount of time, the unit stops ringing. Use this option to change the length of time the unit rings, from 10 to 60 seconds. The default setting is 22 seconds.

☐ DEFAULT ACTION

Not all fax machines are capable of sending a fax tone (the CNG tone that warns the receiving fax machine that a fax is coming). In those cases the unit may think that the call coming in is a voice call and rings to alert you of the call (the amount of time it is going to ring is determined by the **F/T RING TIME** setting above). If you do not answer the call, one of two things can happen:

1. If you set the **DEFAULT ACTION** setting to **RECEIVE**, the unit will switch to fax receive mode automatically at that point and start to receive the document. If no document comes in, it disconnects the call after approximately 55 seconds. The default setting is **RECEIVE**.
2. If you set the **DEFAULT ACTION** to **DISCONNECT**, the unit will disconnect the telephone call immediately freeing up your telephone line at this point.

What Happens When Fax/Tel Mode is Selected



You can select these options in the RX MODE submenu of the RX SETTINGS menu when FAX/TEL AUTO SW is selected. See the following page for details on changing the settings:



You can also set these options from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

* Australia only: After answering, the MultiPASS C70 plays "You are connected. Please hold."

Set the Fax/Tel Mode options as follows:

1. Follow steps 1 to 9 on pages 8-8 and 8-9.

RING START TIME

Set



2. Press **Set**.

Ex:



3. Use the numeric buttons to enter the time the unit waits before ringing when it receives a call.

- ☐ You can select from 0 to 30 seconds.
- ☐ The factory default setting is eight seconds.

Ex:

Set



4. Press **Set** to register your setting.

F/T RING TIME

Set



5. Press **Set** again.

Ex:



6. Use the numeric buttons to enter the time the unit rings while waiting for someone to pick up the handset or the handset of the telephone or extension phone.

- ☐ You can select from 10 to 60 seconds.
- ☐ The factory default setting is 22 seconds.

Ex:

Set



7. Press **Set** to register your setting.

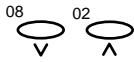
DEFAULT ACTION



8. Press **Set** again.

Ex:

RECEIVE



9. Use **V** or **^** to select **RECEIVE** or **DISCONNECT**.

RECEIVE

-or-

DISCONNECT

- ☐ This setting tells the unit what to do if no one picks up the handset or the handset of the telephone or extension phone within the specified ring time set in step 6.
- ☐ Select **RECEIVE** to receive the call, or **DISCONNECT** to disconnect the call.
- ☐ The default setting is **RECEIVE**.



10. Press **Set** to register your setting.

INCOMING RING



11. Press **Stop** to return to standby mode.

Ex:

15:00	FaxTel
-------	--------

Receiving Faxes Manually: MANUAL MODE

In MANUAL MODE, if you connect the handset, a telephone, or an extension phone to your unit, you can receive normal telephone calls and also activate your MultiPASS C70 to start receiving a document. If you place the extension phone away from the MultiPASS C70 (on your desk, for example) and activate receiving from this phone, this is called *remote receiving*.

Setting MANUAL MODE



- ❑ For this mode, you need to have the handset, a telephone, or an extension phone connected to your unit. (→ pp. 2-18, 2-19)
- ❑ Make sure the REMOTE RX setting in the RX SETTINGS menu is enabled (→ pp. 14-11, 14-12). You can also enable this setting from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

Follow the procedure below to set the receive mode to MANUAL MODE:

Receive Mode



1. Press **Receive Mode** to select MANUAL MODE.

MANUAL MODE

- ❑ After a few seconds, the LCD display changes to the following display:

Ex:

15:00	Manual
-------	--------

Receiving a Fax Manually

Before attempting to receive manually, confirm that you have done the following:

1. Make sure Manual is displayed in the LCD display.

Ex:

15:00	Manual
-------	--------

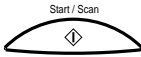
2. Make sure you have connected the handset, a telephone, or an extension phone to the MultiPASS C70. (→ pp. 2-18, 2-19)

Follow the procedure below to receive a fax manually:



3. When you hear the handset, telephone, or extension phone ring, pick up the handset.

If you hear a person's voice:



4. Start your conversation. If the caller wants to send a fax after talking to you, ask them to press the start button on their fax machine. When you hear a slow beep, press **Start/Scan** on the MultiPASS C70 to begin receiving the fax. Hang up the handset.
 - ☐ If the telephone is located away from your unit, dial 25 (the remote receiving ID) on your telephone and hang up.

If you hear a slow beep tone or silence:



4. Someone is trying to send you a fax.

If the telephone is close to your unit, press **Start/Scan** on the MultiPASS C70. Hang up the handset.

 - ☐ If the telephone is located away from your unit, dial 25 (the remote receiving ID) on your telephone and hang up.
 - ☐ The MultiPASS C70 begins receiving the fax.



Note

- ☐ You can change the number for the remote receiving ID (00 to 99) or turn the feature off. (→ REMOTE RX, pp. 14-11, 14-12)
- ☐ The unit will make a beeping sound if the handset is not hung up properly. This is called the offhook alarm and can be turned off. (→ OFFHOOK ALARM, pp. 14-5, 14-6)
- ☐ Be sure to hang up the handset *after* you press the **Start/Scan** button or dial the remote receiving ID for remote receiving; otherwise the call will be disconnected.
- ☐ If you have an answering machine connected to your MultiPASS C70 that can carry out remote-control operations (controlling your answering machine from a remote telephone), the security code for this function may be the same as the two-digit ID code described above. If so, make sure you change the MultiPASS C70's two-digit ID code to make it distinct from the answering machine's security code. (→ REMOTE RX, pp. 14-11, 14-12)

Receiving With an Answering Machine: ANS.MACHINE MODE

Connecting an answering machine to the MultiPASS C70 allows you to receive faxes and telephone messages while you are out of the office.

In ANS.MACHINE MODE, the MultiPASS C70 allows the answering machine to answer incoming calls, then listens for the fax tone and automatically receives the fax if it detects this tone.

Setting ANS.MACHINE MODE



For this mode, you need to connect an answering machine or a telephone with an answering machine to your unit. (→ p. 2-19)

Follow the procedure below to set the receive mode to ANS.MACHINE MODE:

Receive Mode



1. Press **Receive Mode** to select ANS.MACHINE MODE.

ANS.MACHINE MODE

- ☐ After a few seconds, the LCD display changes to the following display:

Ex:

15:00 AnsMode

Using the MultiPASS C70 With an Answering Machine

Follow these guidelines when using the MultiPASS C70 with an answering machine:

- ❑ Set the answering machine to answer on the first or second ring.
- ❑ When recording the outgoing message on the answering machine:
 - Leave a four-second pause at the beginning of the message.
 - The entire message, including the four-second pause, must be no longer than 15 seconds.
 - In the message, tell your callers how to send a fax. For example:
“Hello. I can’t answer the phone right now, but please leave a message after the beep. I’ll return your call as soon as possible. If you would like to send a fax, press the start button on your fax machine after you leave your message. Thank you.”

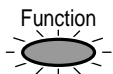
Receiving Faxes to the MultiPASS Desktop Manager

When your PC is on, you can set the MultiPASS Desktop Manager to automatically upload incoming faxes from the MultiPASS C70 to your PC. (→ *MultiPASS Suite Software User's Guide*)

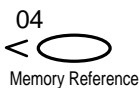
When Your PC is Off

If you have set the MultiPASS Desktop Manager to upload received faxes from the MultiPASS C70 to your PC, but your PC is off, the MultiPASS C70 stores the received faxes in its memory. When you turn on your PC, the faxes will automatically be uploaded to your PC.

If you want to print a fax stored in memory instead of uploading it to your PC, follow these steps:

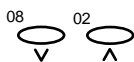


1. Press **Function**.



2. Press **Memory Reference**.

DOC . MEMORY LIST



3. Use **V** or **^** to select **FILE PRINT**.

FILE PRINT



4. Press **Set**.

- ☐ The MultiPASS C70 then prints all received faxes that were to be uploaded to your PC.



- ☐ When you print the fax, it is erased from memory and can no longer be transferred to the PC.
- ☐ For your MultiPASS C70 to receive faxes in memory, the **MEMORY RX** setting of the **RX SETTINGS** menu must be enabled.
(→ pp. 14-11, 14-12)

Network FAX/TEL Switching (Australia Only)

In Australia, Telstra offers the FaxStream DUET capability. This service allows you to assign two numbers to your line: one for fax and one for telephone. When the fax number is called, the network sends a specific ring tone which your unit recognises and automatically handles as a fax call. If the telephone number is called, a different ring tone is sent out from the network so that the call is handled as a voice call. This means that there is no switching delay at the caller's end.

- ☐ Triple ring (short-short-short) for fax receiving.
Three short rings, at regular intervals.
- ☐ Any ring except triple ring (depending on your switchboard) for telephone conversation.

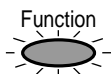


Note

You can also set the MultiPASS C70 for network FAX/TEL switching from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

Setting the MultiPASS C70 for Network Switch

Follow the procedure below to set the receive mode to NET SWITCH.



1. Press **Function**.



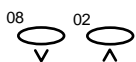
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



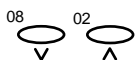
4. Use **V** or **^** to select RX SETTINGS.

RX SETTINGS



5. Press **Set**.

ECM RX



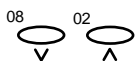
6. Use **V** or **^** to select RX MODE.

RX MODE



7. Press **Set**.

Ex: FAX ONLY MODE



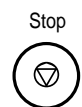
8. Use **V** or **^** to select NET SWITCH.

NET SWITCH



9. Press **Set**.

INCOMING RING



10. Press **Stop** to return to standby mode.

Ex: 15:00 NET SW.

Network Switch System Operation

The procedure for using the network switch system is almost the same as when using the MultiPASS C70 over a normal telephone line. When you receive calls, however, the unit will respond slightly differently as described below.

When you hear the telephone call ring pattern:

Pick up the handset and talk normally. If you hear a slow beep, it means the call is from a fax machine trying to send a document. Press the **Start/Scan** button to receive the document. If you do not pick up the handset, the unit continues to ring until the other party hangs up. If an answering machine is connected, it takes over the call.

When you hear the fax call ring pattern (triple ring):

After the unit rings, it receives the document automatically.

If you want to receive a document without a ringing sound:

Make sure that the INCOMING RING setting is set to OFF.
(→ pp. 14-11, 14-12)

Network FAX/TEL Switching (New Zealand Only)

In New Zealand, Telecom N.Z. offers the FaxAbility capability. This service allows you to assign two numbers to your line: one for fax and one for telephone. When the fax number is called, the network sends a specific ring tone which your unit recognises and automatically handles as a fax call. If the telephone number is called, a different ring tone is sent out from the network so that the call is handled as a voice call. This means that there is no switching delay at the caller's end.

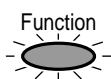


Note

You can also set the MultiPASS C70 for network FAX/TEL switching from the MultiPASS Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

Setting the MultiPASS C70 for Network Switch

Follow the procedure below to set the receive mode to NET SWITCH.



1. Press **Function**.



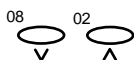
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.


USER SETTINGS



4. Use **V** or **^** to select RX SETTINGS.


RX SETTINGS

- Set




5. Press **Set**.

ECM RX
- 08




02




6. Use **∨** or **∧** to select RX MODE.

RX MODE
- Set




7. Press **Set**.

Ex: FAX ONLY MODE
- 08




02




8. Use **∨** or **∧** to select NET SWITCH.

NET SWITCH
- Set



9. Press **Set**.

INCOMING RING
- Stop



10. Press **Stop** to return to standby mode.

Ex: 15:00 NET SW.

Network Switch System Operation

The procedure for using the network switch system is almost the same as when using the MultiPASS C70 over a normal telephone line. When you receive calls, however, the unit will respond slightly differently as described below.

When you hear the telephone call ring pattern:

Pick up the handset and talk normally. If you hear a slow beep, it means the call is from a fax machine trying to send a document. Press the **Start/Scan** button to receive the document. If you do not pick up the handset, the unit continues to ring until the other party hangs up. If an answering machine is connected, it takes over the call.

When you hear the fax call ring pattern:

After the unit rings, it receives the document automatically.

If you want to receive a document without ring:

Make sure that the INCOMING RING setting is set to OFF.
(→ pp. 14-11, 14-12)

Receiving in Colour

Your MultiPASS C70 has been factory-set to receive faxes in colour from fax machines with colour capability. When receiving a fax, your MultiPASS C70 detects if the incoming fax is a colour or black & white transaction, and prints the fax accordingly.

For automatic printing of received colour faxes, you need to have the BC-21e Colour BJ cartridge installed in your unit. If you have the BX-20 Black or the optional BC-22e Photo BJ cartridge installed, the MultiPASS C70 will receive the colour fax in memory. Once received, the LCD display will alternate the following messages:

REC'D IN MEMORY

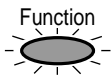
INSTALL BC-21e

Replace the BX-20 Black or the optional BC-22e Photo BJ cartridge with the BC-21e Colour BJ cartridge (→ p. 12-19). The unit then prints automatically the colour fax stored in memory.

If you do not have a BC-21e Colour BJ cartridge available and want to print the colour fax with another BJ cartridge, refer to *Printing a Document in Memory*. (→ p. 7-29)

Setting Colour Reception

Your MultiPASS C70 is factory-set to receive in colour when you receive faxes from other colour fax machines. Follow this procedure to disable or enable this setting:



1. Press **Function**.

01



Data Registration

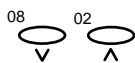
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



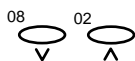
4. Use **V** or **^** to select RX SETTINGS.

RX SETTINGS



5. Press **Set**.

ECM RX



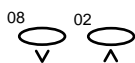
6. Use **V** or **^** to select COLOR RX.

COLOR RX



7. Press **Set**.

Ex: ON



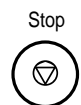
8. Use **V** or **^** to select OFF or ON.

Ex: OFF



9. Press **Set**.

PRINTER SETTINGS



10. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

Receiving While Registering, Copying, or Printing

As the MultiPASS C70 is a multitasking device, it can receive faxes and telephone calls while you are entering your user information, making copies, or printing.

If you receive a fax while you are making copies or printing, the MultiPASS C70 stores the incoming fax in memory. Then, as soon as you finish making copies or printing, the MultiPASS C70 automatically prints the fax. If you are entering registration information, the fax is printed as soon as it is received, and does not go into memory.

Receiving Faxes in Memory When a Problem Occurs

If the MultiPASS C70 encounters a problem when it is receiving a fax, the unit will automatically store the unprinted pages of the fax in memory, and the LCD display will show **REC'D IN MEMORY** as well as one or several of the following messages:

Unit has run out of paper

The MultiPASS C70 has run out of paper while printing.

LOAD PAPER

Load paper in the multi-purpose tray (→ p. 2-40). Then press the **Resume** button to print the pages stored in memory.

BCI-21 Colour BJ tank has run out of ink

The BCI-21 Colour BJ tank in the BC-21e Colour BJ cartridge installed in the MultiPASS C70 has run out of ink while printing.

COLOR INK EMPTY

Change the BCI-21 Colour BJ tank in the BC-21e Colour BJ cartridge (→ p. 12-26). The unit automatically prints the pages stored in memory.

BCI-21 Black BJ tank has run out of ink

The BCI-21 Black BJ tank in the BC-21e Colour BJ cartridge installed in the MultiPASS C70 has run out of ink while printing.

BLACK INK EMPTY

Change the BCI-21 Black BJ tank in the BC-21e Colour BJ cartridge (→ p. 12-26). The unit automatically prints the pages stored in memory.

BJ cartridge has run out of ink

The BJ cartridge installed in the MultiPASS C70 has run out of ink while printing.

CHANGE CARTRIDGE

Change the BJ cartridge (→ p. 12-19). The unit automatically prints the pages stored in memory.

BJ cartridge not installed

There is no BJ cartridge installed in the MultiPASS C70.

PUT IN CARTRIDGE

Install a BJ cartridge (→ p. 2-31). The unit automatically prints the pages stored in memory.

Incorrect BJ cartridge installed

The MultiPASS C70 has received a fax, but the incorrect BJ cartridge is installed.

INSTALL BC-21e

-or-

INSTALL BC21e/20

Replace the BJ cartridge in the unit with the BJ cartridge showing in the LCD display (→ p. 12-19). The unit automatically prints the pages stored in memory.

Paper jam has occurred

A paper jam has occurred in the MultiPASS C70 while printing.

CLEAR PAPER JAM

Clear the paper jam (→ p. 13-6). Then press the **Resume** button to print the pages stored in memory.



-
- ❑ The MultiPASS C70 memory can store up to approximately 42 pages.*
 - ❑ You can set the MultiPASS C70 not to store faxes in memory if a problem occurs during reception. (→ MEMORY RX, pp. 14-11, 14-12)
 - ❑ Once the pages are printed, they are deleted from memory.
 - ❑ If the memory becomes full, you will not be able to receive the remaining pages. Contact the other party and request that they send the fax again.
-

* Based on Canon FAX Standard Chart No. 1, standard mode.

Cancelling Receiving

Follow this procedure if you want to stop receiving a fax before reception is completed:

Stop



1. Press **Stop**.

- ☐ The MultiPASS C70 asks you to confirm that you want to cancel.

CANCEL? *YES #NO

YES = (*) NO = (#)



2. Press ***** to cancel receiving.

TX/RX CANCELLED

Ex:

TX/RX NO. 5003

- ☐ Receiving is not cancelled until you press *****.
- ☐ If you change your mind and want to continue receiving, press **#**.

Chapter 9

Special Features

This chapter describes the special features of the MultiPASS C70.

- ❑ Special Dialling9-2
 - Dialling Through a Switchboard9-2
 - Registering the Access Type and the Outside Line Access
Number Under the R Button9-2
 - Dialling a Long Distance Number (With Pauses)9-5
 - Switching Temporarily to Tone Dialling9-7
 - Confirming a Dial Tone.....9-9
- ❑ Restricting Use of the MultiPASS C70.....9-10
 - Enabling Restriction of the MultiPASS C709-10
 - Cancelling Restriction of the MultiPASS C709-12

Special Dialling

This section explains special dialling features, such as dialling through a switchboard, dialling long distance numbers, switching temporarily to tone dialling, and dial tone detection.

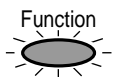
Dialling Through a Switchboard

A PBX (Private Branch Exchange) is an on-site telephone switchboard. If your unit is connected through a PBX or other telephone switching system, you have to dial the outside line access number first, and then dial the number of the party you are calling.

To facilitate dialling through a switchboard, you can register the access type as well as the outside line access number under the **R** button so that you only need to press the **Function** button and the **R** button before dialling the fax/telephone number you want to reach. The procedure below explains how to register the **R** button.

Registering the Access Type and the Outside Line Access Number Under the R Button

Follow this procedure to register the access type and the outside line access number under the **R** button.



1. Press **Function**.



2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS

Set
○

4. Press **Set** again.

DATE & TIME

08 02
○ ○
V ^

5. Use V or ^ to select R-KEY SETTING.

R-KEY SETTING

Set
○

6. Press **Set**.

- ☐ The current setting is displayed.

PSTN

08 02
○ ○
V ^

7. Use V or ^ to select PBX.

PBX

Set
○

8. Press **Set**.

Ex: HOOKING

08 02
○ ○
V ^

9. Use V or ^ to select the access line type for the switching system.

EARTH CONNECTION

-or-

PREFIX

-or-

HOOKING

If you selected HOOKING or EARTH CONNECTION in step 9:

Set



10. Press **Set**.

REPORT SETTINGS

Stop



11. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

If you selected PREFIX in step 9:

Set



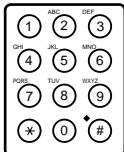
10. Press **Set**.

PREFIX

Set



11. Press **Set** again.



12. Use the numeric buttons to enter the outside line access number.

Ex: 123456

☐ The outside line access number can be up to 20 digits long.

●/Pause



13. Press ● (Redial)/**Pause** to enter a pause.

Ex: 123456P

Set



14. Press **Set** to register the outside line access number.

REPORT SETTINGS

Stop



15. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

Dialling a Long Distance Number (With Pauses)

When you dial or register a long distance number, you may need to insert a pause within and/or after the number. The length and location of the pause depends on the telephone system of your country. Follow the procedure below to dial a long distance number with pauses and send a document using regular dialling:



Note

Be sure to adjust the document feed lever before loading your document. (→ p. 4-5)



1. Prepare the document and load it, face down, in the Automatic Document Feeder (ADF). (→ pp. 4-6, 4-11)

- ☐ The LCD display shows the following:

Currently used memory:

MEMORY USED 0%

Standby to scan:

DOCUMENT READY

- ☐ If you are sending in colour to a fax machine with colour capability, press **Color/B&W** to turn on its light. (→ p. 7-3)
- ☐ If necessary, you can adjust the resolution and contrast. (→ pp. 7-4, 7-6)



2. Use the numeric buttons to dial the international access code.

Ex:

TEL= 00

- ☐ If you make a mistake during dialling, press **Stop**.
- ☐ For details on the international access code, contact your local telephone company.

●/Pause



3. If necessary, press ● (Redial)/**Pause** to enter a pause.

Ex:

TEL=	00P
------	-----

- ☐ A pause entered within a number (p) is two seconds long.
- ☐ If you need a longer pause, you can press the ● (Redial)/**Pause** button again for another two-second pause. Alternatively, you can change the length of the pause in the MID PAUSE SET setting in the TX SETTINGS menu. (→ pp. 14-9, 14-10)



4. Use the numeric buttons to dial the country code, the area code, and the fax/telephone number of the other party.

Ex:

TEL=00p8112345

- ☐ If you make a mistake during dialling, press **Stop** and start again from step 2.

●/Pause

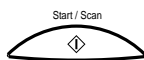


5. When you have entered the fax/telephone number, if necessary press ● (Redial)/**Pause** to enter a pause.

Ex:

TEL=00p8112345P

- ☐ A pause at the end of a number (P) is fixed to ten seconds.



6. Press **Start/Scan** to begin scanning for sending.

- ☐ You will see a series of brief messages showing details on the transmission.
- ☐ To cancel the transmission once the unit has started to dial, press **Stop**. The LCD display then asks you to confirm cancelling. Press * to cancel sending. (→ p. 7-14)



Note

To take advantage of the speed dialling features of your unit, register frequently used long distance numbers for one-touch or coded speed dialling. (→ pp. 6-3, 6-11)

Switching Temporarily to Tone Dialling

Many information services for banks, airline reservations, hotel reservations, etc., require tone dialling for their services. If your unit is connected to a rotary pulse line, follow this procedure to set the unit temporarily for tone dialling:

Hook



1. Press **Hook**.

TEL=

- ☐ You can also lift the handset or the handset of the telephone connected to your unit instead of pressing **Hook**.
- ☐ You can adjust the volume of the speaker. (→ LINE MONITOR VOL, pp. 14-5, 14-6)



2. Use the numeric buttons to dial the telephone number of the information service.

Ex: TEL= 7 6 5 4 3 2 1

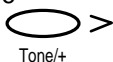
- ☐ The unit connects using the pulses required by your telephone line.

Function



3. When the recorded message of the information service answers, press **Function**.

06



Tone/+

4. Press **Tone/+** to switch to tone dialling.

Ex: TEL= 7 6 5 4 3 2 1 T

- ☐ When **Tone/+** is pressed, T is displayed in the LCD display.
- ☐ If you pressed **Hook** in step 1, you can pick up the handset if you need to talk to the other party.



5. Use the numeric buttons to enter the numbers requested by the information service.

Ex: TEL= 7654321T*34

- ☐ Numbers entered after pressing **Tone/+** will be dialled using tone dialling.

Hook



6. When you have finished, press **Hook** to disconnect the call.
 - ☐ If you used the handset or telephone, hang up the handset to disconnect the call.
 - ☐ Tone dialling is cancelled when you disconnect the call.

Confirming a Dial Tone*

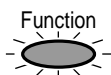
This feature allows you to set the MultiPASS C70 to listen for and detect a dial tone in the middle of a fax/telephone number before dialling the rest of the number. This is called *Dial tone detection*.

Use this feature only when you register a number (for speed dialling, for example).

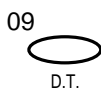


1. During speed dialling registration, when you come to a step that requires you to enter a fax/telephone number for dialling, use the numeric buttons to enter the first part of the number before dial tone detection is required.

Ex:



2. Press **Function**.



3. Press **D.T.** for dial tone detection.

Ex:

- ☐ A small dot shows where the MultiPASS C70 will wait for the dial tone.



4. Use the numeric buttons to enter the rest of the number.

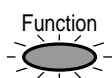
* This feature is not available in Australia and New Zealand.

Restricting Use of the MultiPASS C70

By enabling the restriction feature of your MultiPASS C70, you can prevent unauthorised people from making calls and sending faxes.

Enabling Restriction of the MultiPASS C70

To restrict use of the MultiPASS C70, you need to enable the LOCK PHONE feature. To prevent access to the LOCK PHONE setting, you need to register a password. Set the PASSWORD and LOCK PHONE settings as follows:



1. Press **Function**.

01



Data Registration

2. Press **Data Registration**.

DATA REGISTRATION

Set



3. Press **Set**.

USER SETTINGS

08



02



4. Use **V** or **^** to select SYSTEM SETTINGS.

SYSTEM SETTINGS

Set



5. Press **Set**.

UN/LOCK PHONE

Set



6. Press **Set** again.

PASSWORD



7. Press **Set** again.

PASSWORD

—



8. Use the numeric buttons to enter a four-digit password.

Ex:

PASSWORD

1234



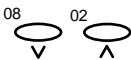
9. Press **Set**.

LOCK PHONE



10. Press **Set** again.

OFF



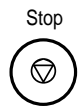
11. Use **V** or **^** to select **ON**.

ON



12. Press **Set** to register your setting.

DATE SETUP



13. Press **Stop** to return to standby mode.

Ex:

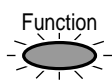
15:00

FaxOnly

Restriction of the MultiPASS C70 is now enabled. No one can make calls or send faxes. (This setting does not restrict incoming calls and faxes.)

Cancelling Restriction of the MultiPASS C70

If you have previously set a password and enabled the LOCK PHONE setting, follow this procedure to cancel restriction of the MultiPASS C70:



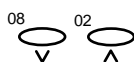
1. Press **Function**.



2. Press **Data Registration**.



3. Press **Set**.



4. Use **V** or **^** to select **SYSTEM SETTINGS**.



5. Press **Set**.



6. Press **Set** again.



7. Use the numeric buttons to enter the four-digit password you previously registered.





8. Press **Set**.

PASSWORD



9. Press **Set** again.

Ex: PASSWORD 1234

☐ The currently set password will be displayed.



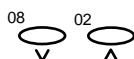
10. Press **Set** again.

LOCK PHONE



11. Press **Set** again.

ON



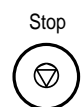
12. Use **V** or **^** to select OFF.

OFF



13. Press **Set** to register your setting.

DATE SETUP



14. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

Restriction of the MultiPASS C70 is disabled. Anyone can make calls or send faxes.

Chapter 10

Making Copies

This chapter describes how to use your MultiPASS C70 to make copies and explains how to adjust settings for copying and printing.

- ❑ Documents You Can Copy10-2
- ❑ Copying Documents10-2
- ❑ Setting the Paper Type for Colour Copying10-5
- ❑ Setting the Length of the Bottom Margin for Colour Printing10-7

Documents You Can Copy

For information on the types of documents you can copy, their requirements, and details on loading documents, refer to Chapter 4, *Document Handling*.

Copying Documents

One of the MultiPASS C70's convenient features is its ability to make up to 99 high-quality black & white copies. It can also make one colour copy of a document at a time.

To make copies, do the following:



Be sure to adjust the document feed lever before loading your document. (→ p. 4-5)



1. Prepare the document and load it, face down, in the Automatic Document Feeder (ADF). (→ pp. 4-6, 4-11)

- ☐ The LCD display shows the following:

Currently used memory:

MEMORY USED	0%
-------------	----

Standby to scan:

DOCUMENT READY

2. Select colour or black & white copying.

 Color / B&W



☐ Color / B&W



- ☐ For colour copying, press **Color/B&W** to turn on its light.

- ☐ For black & white copying, make sure the **Color/B&W** button's light is off. If the **Color/B&W** button's light is on, press **Color/B&W** to turn it off.



3. Press **Copy**.

- ❑ The display now shows **COPY**, the reduction size the copy will be printed at (the default is 100%), and the number of copies (the default is 1):

COPY	100%	01
------	------	----



4. To change the copying resolution for colour copying, make sure the **Color/B&W** button's light is on, then press **Resolution** until the resolution you want appears.

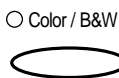


COLOR DRAFT

COLOR FINE

COLOR SNAPSHOT

-or-



To change the copying resolution for black & white copying, make sure the **Color/B&W** button's light is off, then press **Resolution** until the resolution you want appears.



B&W TEXT

B&W PHOTO

❑ **When copying in colour:**

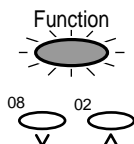
- Use **COLOR DRAFT** resolution for 360 × 360 dpi.
- Use **COLOR FINE** resolution for 360 × 360 dpi; this results in a much better quality reproduction, but takes longer than other settings.
- Use **COLOR SNAPSHOT** when scanning photos that are less than 102 mm wide. The resolution is 360 × 360 dpi.

❑ **When copying in black & white:**

- Use **B&W TEXT** resolution for copying most text documents.
- Use **B&W PHOTO** resolution when copying documents that contain photographs. This scans areas of the document that contain photos with 64 levels of grey, and results in a much better reproduction of the photograph.



- ☐ When copying in colour, you can set the unit to print on plain paper or high resolution paper. (→ p. 10-5)
- ☐ You cannot use the optional BC-22e Photo BJ cartridge to make black & white copies.
- ☐ For copying speeds, see page A-7.



5. If you want to reduce the size of the copies, press **Function**.

6. Use **V** or **^** to select the reduction percentage you want.

- ☐ You can select 70%, 80%, 90%, or 100%.

Ex:

COPY	80%	01
------	-----	----



7. If you want to make multiple copies, use the numeric buttons to enter the number of copies.

- ☐ You can make up to 99 black & white copies.
- ☐ You can only make one colour copy at a time.

Ex:

COPY	80%	05
------	-----	----



8. Press **Start/Scan** to begin copying.

COPY

- ☐ To stop copying, press **Stop**. You may then need to open the operation panel to remove the document. (→ p. 13-4)



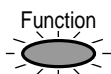
If **MEMORY FULL** appears in the display while you are making multiple copies of a document, you will be unable to use the multiple copy feature for copying the document. Instead, you will need to make single copies of the document (as many times as required). To correct this situation, print out any documents stored in memory. (→ p. 7-29)

Setting the Paper Type for Colour Copying

For best results when copying in colour, adjust the MultiPASS C70 for the type of paper you are using.

The default paper type setting is PLAIN PAPER.

Follow the procedure below:



1. Press **Function**.



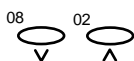
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



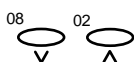
4. Use **V** or **^** to select PRINTER SETTINGS.

PRINTER SETTINGS



5. Press **Set**.

RX REDUCTION



6. Use **V** or **^** to select COLOR COPY MEDIA.

COLOR COPY MEDIA

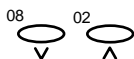


7. Press **Set**.

☐ The current paper type setting is displayed.

Ex:

PLAIN PAPER



8. Use **V** or **^** to select the paper type setting you want for colour copying.

Ex:

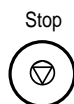
HIGH RES. PAPER

- ☐ You can select from the following settings:
- PLAIN PAPER
 - HIGH RES. PAPER (High resolution paper)



9. Press **Set** to register your setting.

BOTTOM MARGIN



10. Press **Stop** to return to standby mode.

Ex:

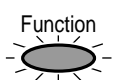
15:00 FaxOnly

Setting the Length of the Bottom Margin for Colour Printing

You can adjust the length of the bottom margin for colour copying, colour printing, and colour reception.

The default margin length is **NORMAL** (21 mm).

Follow the procedure below:



1. Press **Function**.



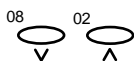
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



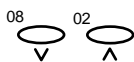
4. Use **V** or **^** to select **PRINTER SETTINGS**.

PRINTER SETTINGS



5. Press **Set**.

RX REDUCTION



6. Use **V** or **^** to select **BOTTOM MARGIN**.

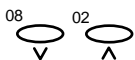
BOTTOM MARGIN



7. Press **Set**.

The current setting is displayed.

Ex: NORMAL



8. Use **V** or **^** to select the length of the bottom margin for colour copying, colour printing, and colour reception.

Ex: SMALLER

- ☐ You can select from the following settings:

- **NORMAL**

The bottom margin is longer than the bottom margin of a black & white printed page (21 mm).

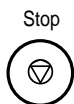
- **SMALLER**

The bottom margin is the same length as the bottom margin of a black & white printed page (7 mm).



9. Press **Set** to register your setting.

SYSTEM SETTINGS



10. Press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

Chapter 11

Reports and Lists

This chapter shows you how to print lists and reports.

❑ Summary of Lists and Reports	11-2
❑ Summary of Abbreviations Used in Transaction Reports	11-4
❑ Activity Report	11-5
❑ Transmission (TX) Reports	11-6
• Error TX Report	11-6
• TX Report.....	11-6
• TX Report With First Page	11-7
❑ Multi-Transaction (TX/RX) Report	11-8
❑ Reception (RX) Reports.....	11-9
• Error RX Report	11-9
• RX Report	11-9
❑ Memory Clear Report	11-10

Summary of Lists and Reports

Shown below are the lists and reports that can be printed from your MultiPASS C70. Most of the lists and reports can be found in this section. However, you may also need to refer to other chapters for details on some of them.

Activity Report (→ p. 11-5)

This report prints a list of the previous 20 transactions on your unit.

Transmission (TX) Reports

☐ **Error TX Report (→ p. 11-6)**

This report prints every time an error occurs during sending.

☐ **TX Report (→ p. 11-6)**

This report can be printed every time a document is sent.

☐ **TX Report With First Page (→ p. 11-7)**

This report can be printed as a reminder of the contents of a black & white document sent using memory sending. (The TX Report cannot be printed with a colour document.)

Reception (RX) Reports

☐ **Error RX Report (→ p. 11-9)**

This report prints every time an error occurs during fax reception.

☐ **RX Report (→ p. 11-9)**

This report can be printed every time a fax is received.

Multi TX/RX Report (→ p. 11-8)

This report prints if the transmission was a sequential broadcast.

Memory List/Report

☐ **Doc. Memory List (→ p. 7-28)**

This list prints details of all documents currently stored in memory.

☐ **Memory Clear Report (→ pp. 11-10, 13-36)**

This report prints when power is restored after a power cut. It shows a list of the transactions deleted from memory.

Speed Dialling Lists

❑ **1-Touch Spd Dial List (→ p. 6-27)**

This list shows all the numbers and names registered under one-touch speed dialling buttons.

❑ **Coded Speed Dial List (→ p. 6-28)**

This list shows all the numbers and names registered under coded speed dialling codes.

❑ **Group Dial List (→ p. 6-30)**

This list shows the groups registered under one-touch speed dialling buttons and coded speed dialling codes.

User's Data List (→ p. 3-18)

This list is used to check if the settings and sender information are set correctly.

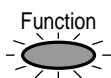
Summary of Abbreviations Used in Transaction Reports

Here is a summary of the abbreviations used in transaction reports.

ST. TIME	Represents the time the last attempt was made to transmit a document.
USAGE T	Represents the amount of time it took to transmit. The usage time is also printed in the Result column of the Activity Report along with any error codes.
PGS.	Represents the total number of pages that were successfully transmitted.
RESULT	<p>OK means all pages were transmitted either during the first attempt or after the first or second retry. The default, which is two retries, can be changed. (→ p. 7-20)</p> <p>NG means that either some pages or no pages were transmitted after two retries. The default, which is two retries, can be changed. (→ p. 7-20)</p>

Activity Report

Follow this procedure to print a list of the previous 20 transactions:



1. Press **Function**.

07



2. Press **Report**.

ACTIVITY REPORT

Set



3. Press **Set**.

PRINTING REPORT

The unit starts printing an Activity Report in the standard format with all transactions listed chronologically.

27/12 2000 15:00 FAX 123 4567

CANON

001

*** ACTIVITY REPORT ***

ST. TIME	CONNECTION TEL	CONNECTION ID	NO.	MODE	PGS.	RESULT
* 27/12 13:43	905 795 1111	Canon CANADA	5001	AUTO RX	ECM	1 OK 00'33
* 27/12 13:45	905 795 1111	Canon CANADA	5002	AUTO RX	ECM	1 OK 00'24
* 27/12 13:51	03 3758 2111	Canon TOKYO	0001	B'CAST	ECM	3 OK 01'18
* 27/12 14:05	2 887 0166	Canon AUSTRALIA	0001	B'CAST	ECM	3 OK 01'18
* 27/12 14:10	905 795 1111	Canon CANADA	5003	AUTO RX	ECM	1 OK 00'18
* 27/12 14:16	2 887 0166	Canon AUSTRALIA	5004	AUTO RX	ECM	4 OK 00'59
* 27/12 14:27	20 545 8545	Canon EUROPA	0002	TRANSMIT	COL	1 OK 01'20
* 27/12 14:30	20 545 8545	Canon EUROPA	0003	TRANSMIT	COL	1 OK 04'12
27/12 14:53	03 3758 2111	Canon TOKYO	5005	AUTO RX	ECM	1 OK 01'16
27/12 14:57	2 887 0166	Canon AUSTRALIA	0004	TRANSMIT	COL	3 NG 00'51
27/12 14:59	1 432 2060	CANON OPTICS	0005	TRANSMIT	COL	0 NG 00'01
						3 STOP
						0 #018

TRANSACTION NUMBER

TRANSACTION MODE

COLOUR TRANSACTION

TRANSACTION VIA ERROR CORRECTION MODE

THE NUMBER OF THE PAGE WITH AN ERROR

ERROR CODE: DESCRIBES THE NATURE OF THE ERROR

THE **Stop** BUTTON WAS PRESSED DURING THE TRANSACTION.

Transmission (TX) Reports

For details on enabling or disabling printing of the transmission report, refer to the TX REPORT setting in the REPORT SETTINGS menu. (→ pp. 14-7, 14-8)

Error TX Report

The MultiPASS C70 is set to print a report if an error occurs during sending. This is the default setting for the TX REPORT setting. (→ TX REPORT, pp. 14-7, 14-8)

27/12 2000 14:59 FAX 123 4567	CANON	001

*** ERROR TX REPORT ***		

TX FUNCTION WAS NOT COMPLETED		
TX/RX NO	0003*	
CONNECTION TEL		1 432 2060
CONNECTION ID	Canon OPTICS	
ST. TIME	27/12 14:59	
USAGE T	00'00	
PGS. SENT	0	
RESULT	NG	#018 BUSY/NO SIGNAL

TX Report

You can change the TX REPORT setting to print a transmission (TX) report for every document you send. (→ TX REPORT, pp. 14-7, 14-8)

27/12 2000 14:59 FAX 123 4567	CANON	001

*** TX REPORT ***		

TRANSMISSION OK		
TX/RX NO	0003*	
CONNECTION TEL		1 432 2060
CONNECTION ID	Canon OPTICS	
ST. TIME	27/12 14:59	
USAGE T	00'18	
PGS. SENT	1	
RESULT	OK	

*For colour transmissions, the message “:COLOR TX” is printed next to the TX/RX NO.


TX Report With First Page

You can adjust the TX REPORT setting to print the first part of the document on the transmission report to remind you of the content of the document (→ PRINT WITH IMAGE, pp. 14-7, 14-8). This is only effective when you send documents in black & white using memory sending.

WHEN YOU
SET THE FAX
TO PRINT
THE FIRST
PAGE OF THE
DOCUMENT

27/12 2000 14:59 FAX 123 4567		CANON		001	

*** TX REPORT ***					

TRANSMISSION OK					
TX/RX NO		0004			
CONNECTION TEL		20 545 8545			
CONNECTION ID		Canon EUROPA			
ST. TIME		27/12 14:59			
USAGE T		00'18			
PGS. SENT		1			
RESULT		OK			
					
THE SLEREXE COMPANY LIMITED					
SAPORS LANE•BOOLE•DORSET•BH25 8ER					
TELEPHONE BOOLE (945 13) 51617 – FAX 123456					
Our Ref. 350/PJC/EAC			27 December, 2000		
Dr. P. N. Cundall, Mining Surveys Ltd., Holroyd Road, Reading, Berks.					



Note

The TX Report cannot be printed with a colour document. The message "The color fax image is not printed on this report." will print instead.

Multi-Transaction (TX/RX) Report

If the transmission was a sequential broadcast, then a Multi TX/RX Report is printed.

27/12 2000 17:23 FAX 123 4567		CANON		001	

*** MULTI TX/RX REPORT ***					

TX/RX NO		0054*			
PGS.		1			
TX/RX INCOMPLETE		-----			
TRANSACTION OK		[01]905 795 1111		Canon CANADA	
		[* 01]03 3758 2111		Canon TOKYO	
		[* 02]1 49 39 25 25		Canon FRANCE	
ERROR INFORMATION		-----			

* For colour transmissions, the message “:COLOR TX” is printed next to the TX/RX NO.

Reception (RX) Reports

Error RX Report

You can set the MultiPASS C70 to print a reception (RX) report when an error occurs during reception. (→ RX REPORT, pp. 14-7, 14-8)

27/12 2000 14:59 FAX 123 4567

CANON

001

*** RX REPORT ***

INCOMPLETE RECEPTION

TX/RX NO

CONNECTION TEL

CONNECTION ID

ST. TIME

USAGE T

PGS.

RESULT

5003*

1 432 2060

Canon OPTICS

27/12 14:59

00'04

0

NG STOP

RX Report

You can set the MultiPASS C70 to print a reception (RX) report every time you receive a fax. (→ RX REPORT, pp. 14-7, 14-8)

27/12 2000 14:59 FAX 123 4567

CANON

001

*** RX REPORT ***

RECEPTION OK

TX/RX NO

CONNECTION TEL

CONNECTION ID

ST. TIME

USAGE T

PGS.

RESULT

5004*

905 795 1111

Canon CANADA

27/12 14:59

01'59

4

OK


* For colour receptions, the message “:COLOR RX” is printed next to the TX/RX NO.

Memory Clear Report

If a power cut occurs, all documents stored in memory will be deleted. When power is restored to the MultiPASS C70, the Memory Clear Report will automatically be printed out listing the documents that were deleted from memory as a result of the power cut.

27/12 2000 17:23 FAX 123 4567

CANON

 001

*** MEMORY CLEAR REPORT ***

MEMORY FILES DELETED

TX/RX NO	MODE	CONNECTION TEL/ID	PGS.	SET TIME
0023	B'CAST	[01]Canon CANADA [05]Canon OPTICS	3	27/12 16:03
0024	TRANSMIT COL	[* 32]Canon UK	1	27/12 16:08

Chapter 12

Maintenance

Your MultiPASS C70 requires no maintenance other than periodic cleaning, and replacement of BJ cartridges or BJ tanks.

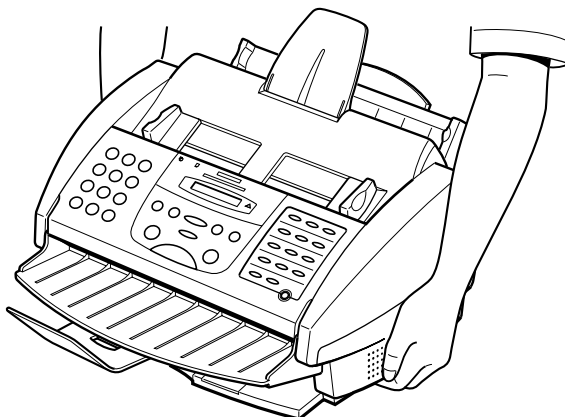
❑ MultiPASS C70 Guidelines.....	12-2
❑ Periodic Cleaning	12-4
• Cleaning the Outside of the MultiPASS C70	12-4
• Cleaning the MultiPASS C70's Interior.....	12-5
Cleaning Inside the Printer Cover	12-5
Cleaning the Scanner Components.....	12-8
Cleaning the Rollers	12-11
❑ BJ Cartridge	12-12
• BJ Cartridges and BJ Tanks.....	12-12
Maintenance	12-14
• Testing and Cleaning the BJ Cartridge Print Head.....	12-15
Printing the Nozzle Check Pattern	12-15
Cleaning the BJ Cartridge Print Head.....	12-17
• When to Replace the BJ Cartridge.....	12-18
• Replacing the BJ Cartridge	12-19
• Replacing a BJ Tank in the BC-21e Colour BJ Cartridge.....	12-26
❑ Transporting the MultiPASS C70	12-32

MultiPASS C70 Guidelines

Follow these guidelines to avoid damage to your MultiPASS C70 and harm to you or others:

- ☐ Place the MultiPASS C70 on a stable surface. Do not use an angled stand. Avoid setting the unit in direct sunlight.
- ☐ Do not install the MultiPASS C70 near devices that contain magnets or generate magnetic fields, such as speakers.
- ☐ Do not subject the MultiPASS C70 to strong physical shock or vibration.
- ☐ Make sure the area where you use the unit is free from dust.
- ☐ Keep the MultiPASS C70 clean. Dust accumulation can prevent the unit from operating properly.
- ☐ To ensure proper electrical contact, make sure the unit is firmly plugged in.
- ☐ Never pull on the cord to unplug the MultiPASS C70. Pull on the plug itself.
- ☐ Do not overload the electrical outlet where the MultiPASS C70 is plugged in.
- ☐ For your safety, unplug the MultiPASS C70 during electrical storms.
- ☐ To avoid damage to the unit from overheating, do not block the exhaust vent. Install the unit approximately 10 cm away from walls and other equipment.

- ❑ Always lift the MultiPASS C70 as shown below. Never lift it by its multi-purpose tray, document support, document tray, extension, or handset cradle.



Also, please note the following:

- ❑ When the power cord is disconnected, the image memory is completely erased. Therefore, before you begin cleaning the MultiPASS C70, be sure to print any faxes stored in its memory. (→ pp. 7-29, 8-18, 8-28)
- ❑ If you disconnect the MultiPASS C70 while it is waiting to send a document, you will have to set the MultiPASS C70 to send your document again once the unit is reconnected.

Periodic Cleaning

Your MultiPASS C70 requires little periodic maintenance. Follow these guidelines to keep your MultiPASS C70 in good operating condition:

- ☐ Before you clean the MultiPASS C70, be sure to print any faxes stored in memory.
- ☐ Do not use tissue paper, paper towels, or similar materials for cleaning; they can stick to the components or generate static charges.
- ☐ Be sure to disconnect the power cord before cleaning the unit.

Cleaning the Outside of the MultiPASS C70

Clean the MultiPASS C70's outer casing as follows:



When the power cord is disconnected, the image memory is completely erased. Therefore, before you begin cleaning the MultiPASS C70, be sure to print any faxes stored in its memory. (→ pp. 7-29, 8-18, 8-28)

1. Disconnect the power cord from the MultiPASS C70.
2. Wipe the MultiPASS C70's exterior with a clean, soft, lint-free cloth moistened with water or diluted dishwashing detergent solution.



Never use volatile liquids such as thinners, benzene, acetone, or any other chemical cleaner to clean the interior of the MultiPASS C70, as they can damage its components.

3. Plug the power cord back in.

Cleaning the MultiPASS C70's Interior

Cleaning Inside the Printer Cover

To prevent ink spots and paper dust from accumulating inside the MultiPASS C70 and affecting print quality, clean the unit's print area periodically as follows:

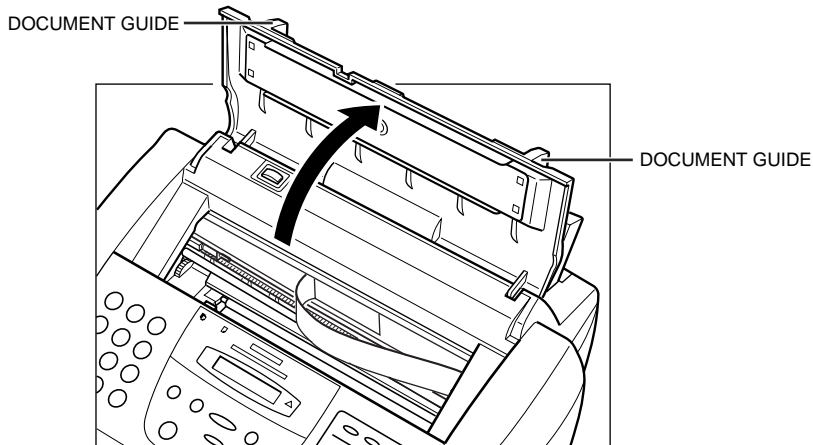


Never use volatile liquids such as thinners, benzene, acetone, or any other chemical cleaner to clean the interior of the MultiPASS C70, as they can damage its components.



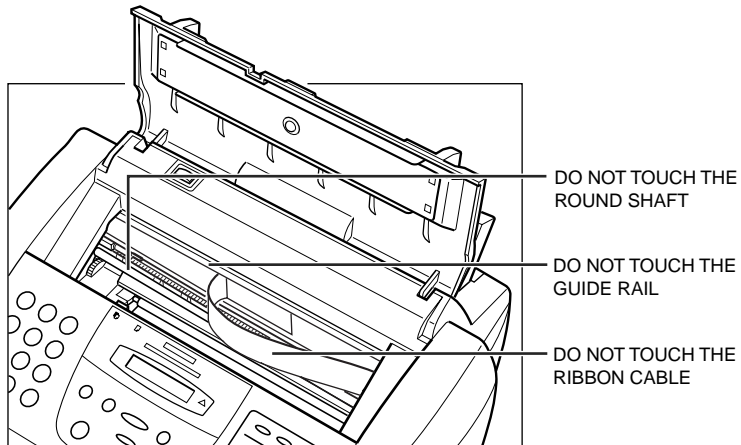
When the power cord is disconnected, the image memory is completely erased. Therefore, before you begin cleaning the MultiPASS C70, be sure to print any faxes stored in its memory. (→ pp. 7-29, 8-18, 8-28)

1. Disconnect the power cord from the MultiPASS C70.
2. Open the printer cover by grasping the document guides and lifting.
 - ❑ If the printer cover does not open easily, slide the document guides outwards and then open the printer cover.

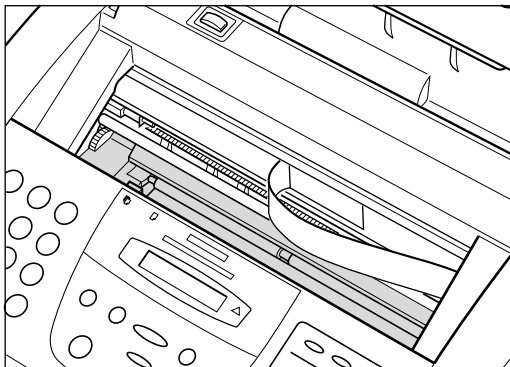




Do not touch the round shaft, guide rail, or ribbon cable. Touching these parts may adversely affect operation of the unit and /or cause print quality deterioration.



3. Use a clean, soft, dry, lint-free cloth to remove any ink or paper debris from the unit's interior, especially around the platen. Be careful not to touch the BJ cartridge.



4. Check the small black rollers. If they are dirty, clean them with a soft, dry toothbrush.
5. When finished, close the printer cover.
6. Plug the unit back in.

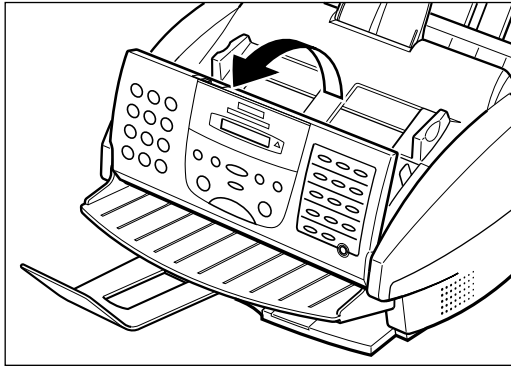
Cleaning the Scanner Components

Periodically check and clean the scanner components as explained below.

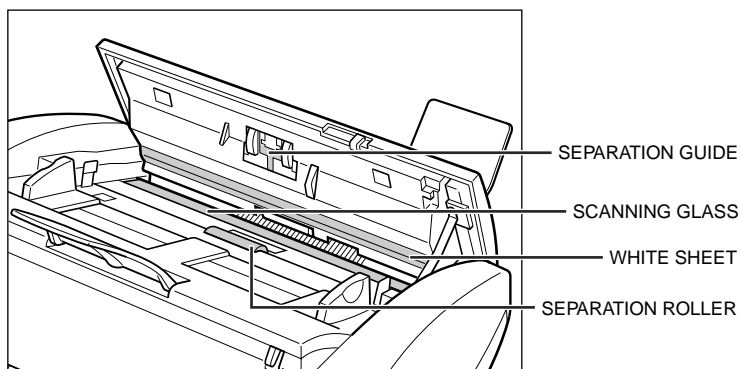


When the power cord is disconnected, the image memory is completely erased. Therefore, before you begin cleaning the MultiPASS C70, be sure to print any faxes stored in its memory. (→ pp. 7-29, 8-18, 8-28)

1. Disconnect the power cord from the MultiPASS C70.
2. Open the operation panel by gently pulling it towards you.



3. Clean the components as described below.



Separation roller

Use a soft, dry, clean cloth to wipe the roller.

White sheet and scanning glass

Use a clean, soft, lint-free cloth moistened with water to clean the the white sheet and scanning glass, then wipe them with a soft, dry, lint-free cloth.

Separation guide

Wipe with a dry, soft cloth.



Note

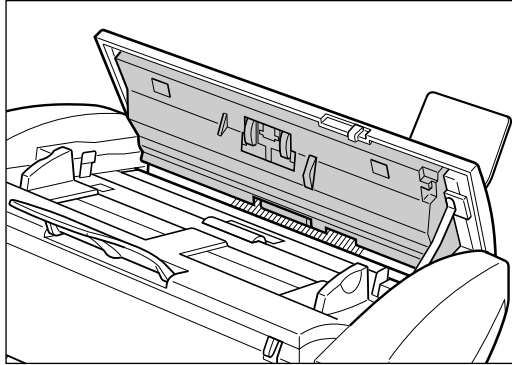
- ☐ If the scanning components are dirty, the documents you send or print will also be dirty.
- ☐ Be sure to use a soft cloth to avoid scratching the components.



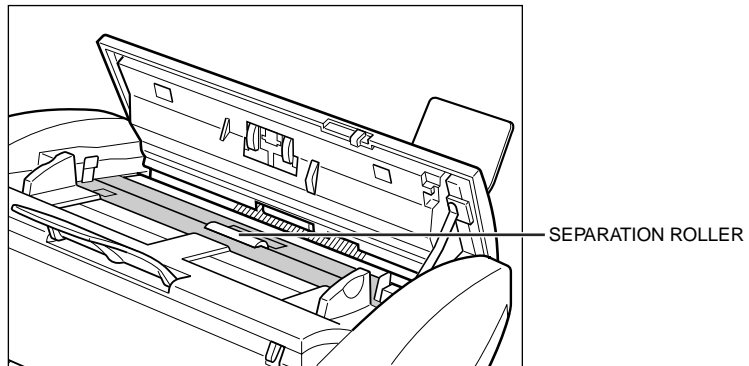
CAUTION

Do not use tissue paper, paper towels, or similar materials for cleaning; they can stick to the components or generate static charges.

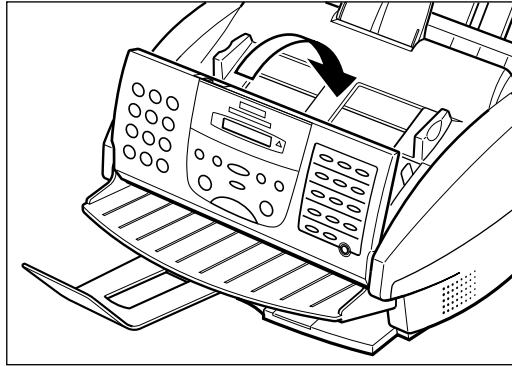
4. Clean the shaded areas of the operation panel.
- ☐ Dirt and dust particles that collect on the underside of the operation panel affect the quality of the documents you copy or send.



5. Use a soft, dry, clean cloth to wipe up paper dust from the areas (shaded) surrounding the separation roller.



6. When you are finished, close the operation panel by pressing it down from the centre as shown.



Note

Be sure to close the operation panel until it locks into place, or the unit will not function properly.

7. Plug the unit back in.

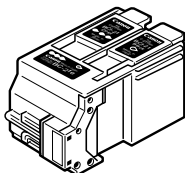
Cleaning the Rollers

You will need to clean the unit's rollers after using a package of High Resolution Paper HR-101. This process removes paper dust from the printer's rollers, preventing paper feed problems. For details, refer to *Using the Cleaning Sheet* on page 5-22.

BJ Cartridge

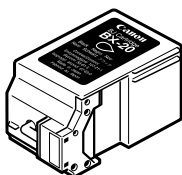
BJ Cartridges and BJ Tanks

Canon offers several BJ cartridges and BJ tanks for use in the MultiPASS C70.



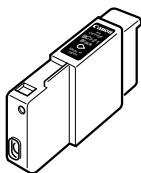
- ❑ **BC-21e Colour BJ Cartridge**
(Included with the MultiPASS C70)

Contains the print head unit and two replaceable BJ tanks, one colour (cyan, magenta, yellow) and one black. You can replace the BJ tanks without replacing the print head unit when you run out of ink.



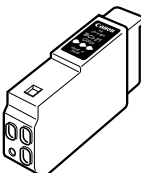
- ❑ **BX-20 Black BJ Cartridge**
(Included with the MultiPASS C70)*

Contains the print head unit and black ink only. Use this optional cartridge when you will be printing with black ink only and for fast, five pages per minute printing. When you run out of ink, you replace the complete cartridge.



- ❑ **BCI-21 Black BJ Tank**
(Sold separately)**

Replace the black BJ tank in the BC-21e Colour BJ cartridge when the black ink runs out.

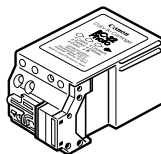


- ❑ **BCI-21 Colour BJ Tank**
(Sold separately)

Replace the colour BJ tank in the BC-21e Colour BJ cartridge when the colour ink runs out.

* The BJ cartridges included with your MultiPASS C70 may vary depending on the country of purchase.

** Depending on the country of purchase, the BCI-21 Black BJ tank may be included with your MultiPASS C70.



❑ **BC-22e Photo BJ Cartridge
(Sold separately)**

Contains the print head unit and colour and black inks. Use this optional BJ cartridge when you want to produce photo-realistic colour printing. When used with Canon's High Resolution Paper HR-101, this BJ cartridge produces images comparable to photographs. When you run out of ink, you replace the complete cartridge.



Note

- ❑ For optimum printing results and to avoid printing problems, Canon recommends that you use the Canon BC-21e Colour BJ cartridge, the Canon BX-20 Black BJ cartridge, or the optional Canon BC-22e Photo BJ cartridge with your MultiPASS C70.*
- ❑ When replacing BJ tanks in the BC-21e Colour BJ cartridge, Canon recommends that you use the Canon BCI-21 Colour and the Canon BCI-21 Black BJ tanks.

* The BJ cartridges included with your MultiPASS C70 may vary depending on the country of purchase.

Maintenance

The most important thing you can do to extend the life of your MultiPASS C70 and to ensure optimum print quality is to take care of the BJ cartridges.

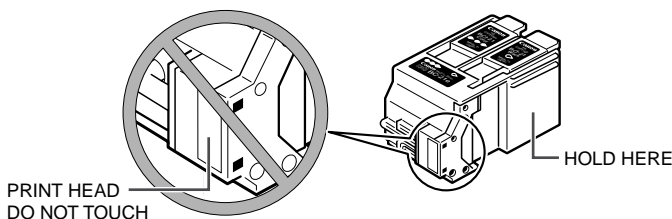


Spilled ink can stain any surface. Open BJ cartridges and BJ tanks carefully, and follow the guidelines here to protect against spilled ink.

- ❑ If you are using both the BC-21e Colour and BX-20 Black BJ cartridges, be sure to store the unused BJ cartridge in the SB-21 BJ cartridge container provided with your MultiPASS C70. You may have to purchase additional BJ cartridge containers to store optional BJ cartridges.*
- ❑ Keep BJ cartridges and BJ tanks in their sealed containers until you are ready to use them.
- ❑ Do not remove the BJ tanks from the BC-21e Colour BJ cartridge unnecessarily. This may cause the ink to clog.
- ❑ Make sure both BJ tanks are installed in the BC-21e Colour BJ cartridge. Attempting to use the BC-21e Colour BJ cartridge with only one BJ tank installed may cause the ink to clog.
- ❑ If spilled, the ink is difficult to remove. Therefore, keep the BJ cartridge and BJ tanks out of the reach of children.
- ❑ Do not touch the print head area on the BJ cartridge. Ink may leak out and cause stains.



Hold the BJ cartridge by its sides only. Do not touch the print head, the sharp edges around the print head, the silver plate on the bottom of the BJ cartridge, or the silver metal or circuit area on its side.



* The BJ cartridges included with your MultiPASS C70 may vary depending on the country of purchase.

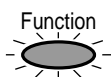
Testing and Cleaning the BJ Cartridge Print Head

The print head in the BJ cartridge contains nozzles through which ink is propelled onto the paper. To maintain the best possible print quality, these nozzles need to be cleaned from time to time. Your MultiPASS C70 is equipped with a print head cleaning function that does this.

Printing the Nozzle Check Pattern

Before cleaning the print head, you may want to print the nozzle check pattern to test the BJ cartridge installed in the MultiPASS C70. This test shows if each print head nozzle is operating properly.

Follow this procedure to print the nozzle check pattern:



1. Press **Function**.

10



2. Press **Cleaning**.

NOZZLE CHECK

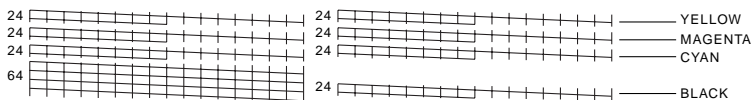
Set



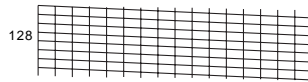
3. Press **Set**.

❑ The MultiPASS C70 prints the nozzle check pattern.

When the BC-21e Colour BJ cartridge is installed, the pattern includes all four colours; yellow, magenta, cyan, and black. In the colour pattern, you will notice that lines are missing between the colours. This is normal.



The following sample shows the nozzle check pattern when the BX-20 Black BJ cartridge is installed:



If results are unsatisfactory, clean the BJ cartridge print head as explained on the next page. Then print the nozzle check pattern again to check the BJ cartridge.

Cleaning the BJ Cartridge Print Head

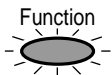
If your printouts become faint or streaked, or if their quality otherwise deteriorates, clean the print head. To maintain the best possible print quality, you need to clean the BJ cartridge print head from time to time.



Cleaning the print head consumes a small amount of ink. Cleaning too often reduces the amount of ink in the BJ cartridge.



If your printing is faint, you can often correct the problem by adjusting the print contrast and printing speed.

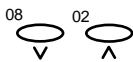


1. Press **Function**.



2. Press **Cleaning**.

NOZZLE CHECK



3. Use **V** or **A** to select HEAD CLEANING.

HEAD CLEANING



4. Press **Set**.
 - ☐ The MultiPASS C70 cleans the print head.

When cleaning ends, the MultiPASS C70 returns to standby mode.

You can perform the cleaning procedure up to five consecutive times if necessary.

If the problem persists, install a new BJ cartridge.



You can print the nozzle check pattern to see if cleaning corrected the problem. (→ p. 12-15)

When to Replace the BJ Cartridge

How frequently you need to replace your MultiPASS C70's BJ cartridge or one of its BJ tanks depends on how you use your MultiPASS C70. If you print a good deal of graphics, halftones, or greyscales, you will need to replace the BJ cartridge more often than if you print mainly text. (See page A-12 for details on the life expectancy of BJ cartridges.)

To help ensure the maximum life for your cartridges, always follow the guidelines for cartridge maintenance given on page 12-14.

In general, you will need to replace the BJ cartridge in the following situations:

- ☐ If you have been using the BC-21e Colour BJ cartridge for over six months, or the BX-20 Black BJ cartridge for over a year.
- ☐ If your printed output is not crisp and clear or has gaps in the characters (missing dots), even after you have cleaned the print head five times as described on page 12-17.
- ☐ If your colour printouts appear to be missing a colour, even after you have cleaned the print head five times as described on page 12-17.
- ☐ If the message **CHANGE CARTRIDGE** appears in the LCD display.

In general, you will need to replace an ink tank in the BC-21e Colour BJ cartridge in the following situations:

- ☐ If your output is blank.
- ☐ If your colour printouts appear to be missing a colour, even after you have cleaned the print head five times as described on page 12-17.
- ☐ If the message **BLACK INK EMPTY** or **COLOR INK EMPTY** appears in the LCD display.

Use the procedure on the following page to replace an old BJ cartridge or change the BJ cartridge to a different one.

You only need to replace the BC-21e Colour BJ cartridge when the print head is damaged (or after printing approximately 2000 pages). If one of the BJ tanks (either colour or black) in your BC-21e Colour BJ cartridge runs out of ink, refer to the procedure on page 12-26 to replace the BJ tank.



- ❑ For optimum printing results and to avoid printing problems, Canon recommends that you use the Canon BC-21e Colour BJ cartridge, the Canon BX-20 Black BJ cartridge, or the optional Canon BC-22e Photo BJ cartridge with your MultiPASS C70.*
- ❑ When replacing BJ tanks in the BC-21e Colour BJ cartridge, Canon recommends that you use the Canon BCI-21 Colour and the Canon BCI-21 Black BJ tanks.

Replacing the BJ Cartridge

Replace the BJ print cartridge as follows:

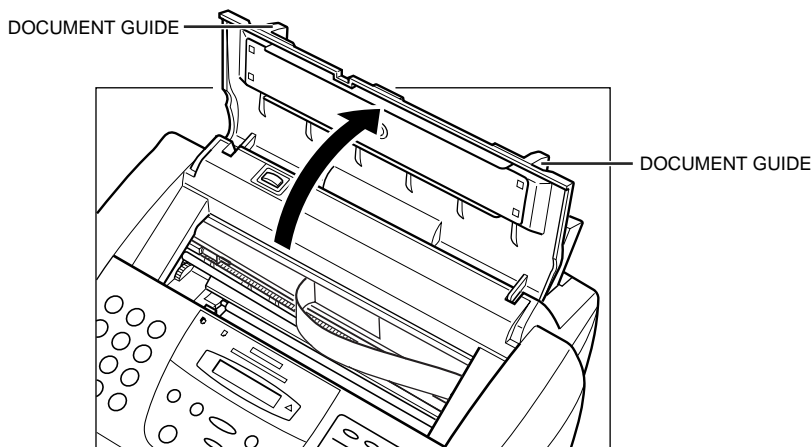


The steps in this section show replacing the BC-21e Colour BJ cartridge with the BX-20 Black BJ cartridge. However, please note that the procedure is the same for replacing the optional BC-22e Photo BJ cartridge.*

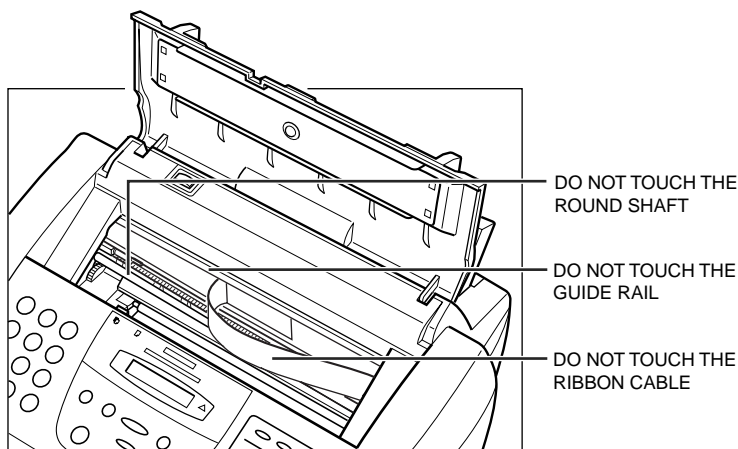
1. Make sure the MultiPASS C70 is plugged in.

* The BJ cartridges included with your MultiPASS C70 may vary depending on the country of purchase.

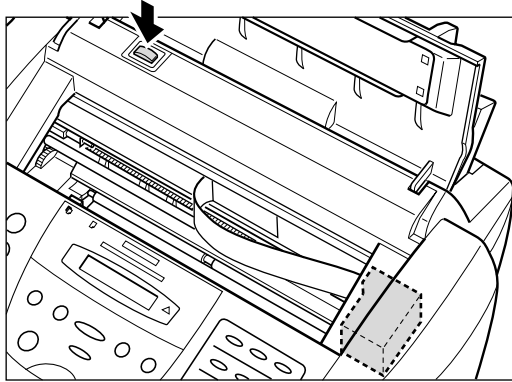
2. Open the printer cover by grasping the document guides and lifting.
 - ❑ If the printer cover does not open easily, slide the document guides outwards and then open the printer cover.



Do not touch the round shaft, guide rail, or ribbon cable. Touching these parts may adversely affect operation of the unit and /or cause print quality deterioration.






3. Press .

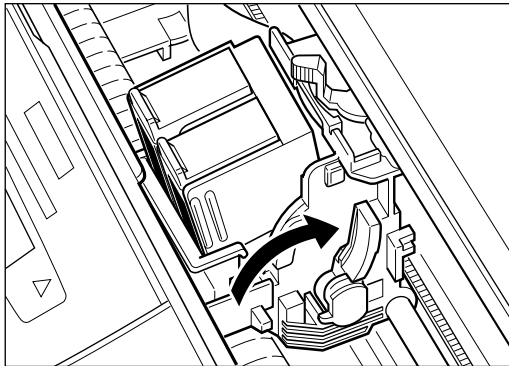


-  The cartridge holder moves to the centre of the unit.



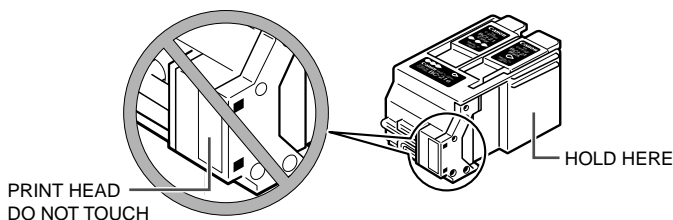
-  **Do not try to manually move or stop the cartridge holder as this may damage the MultiPASS C70.**
-  **The MultiPASS C70 includes an automatic protection feature that helps keep it from overheating. If the cartridge holder does not move, unplug the MultiPASS C70 and let it cool for several minutes. When it has cooled, plug it in again, and press the  button to move the cartridge holder.**

4. Raise the blue cartridge lock lever (on the cartridge holder) by gently pulling up on it.

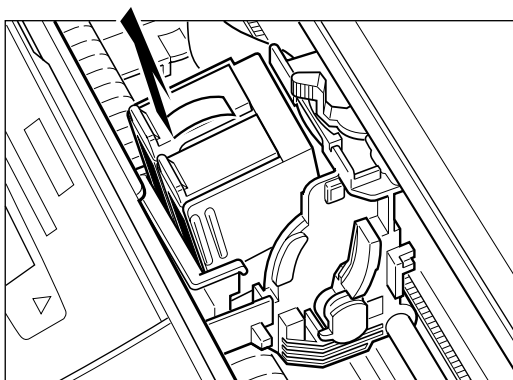




Hold the BJ cartridge by its sides only. Do not touch the print head, the sharp edges around the print head, the silver plate on the bottom of the BJ cartridge, or the silver metal or circuit area on its side.

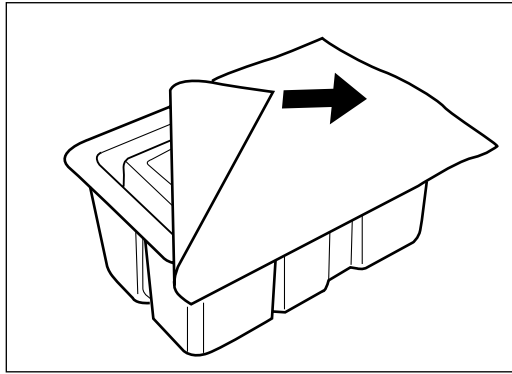


-
5. Remove and dispose of the BJ cartridge, or store it in the BJ cartridge container.

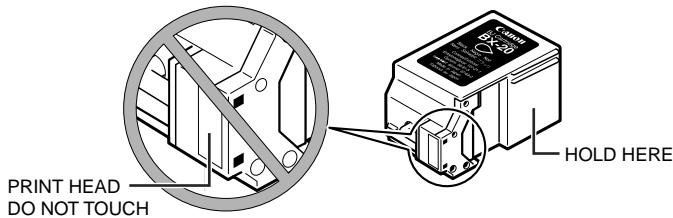


- ☐ If disposing of the BJ cartridge, you may want to place it in a plastic bag to keep any residual ink from spilling.

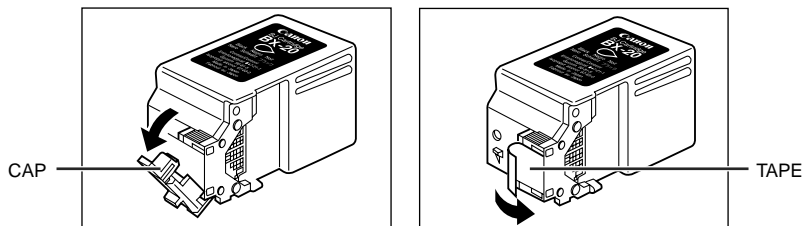
6. Peel the cover off the new BJ cartridge's protective packaging, and remove the BJ cartridge.



Hold the BJ cartridge by its sides only. Do not touch the print head, the sharp edges around the print head, the silver plate on the bottom of the BJ cartridge, or the silver metal or circuit area on its side.



7. Lift the orange cap off the BJ cartridge's print head, then remove the orange tape.

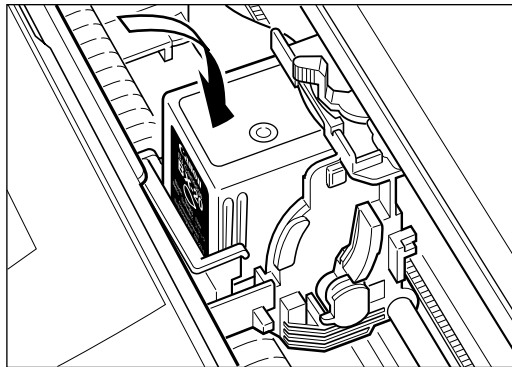




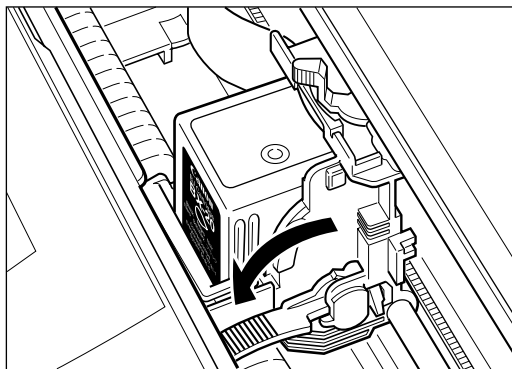
Note

- ❑ Spilled ink can stain any surface; protect yourself and your work area.
- ❑ Discard the cap and tape immediately. Never attempt to reattach the cap or tape to the print head, or you can adversely affect the ink flow or quality of the ink colour.

8. Hold the BJ cartridge so that its label faces outwards, then slide it into the cartridge holder.
 - ❑ Be careful not to touch the silver plate on the bottom of the BJ cartridge or the silver metal or circuit area on its side.

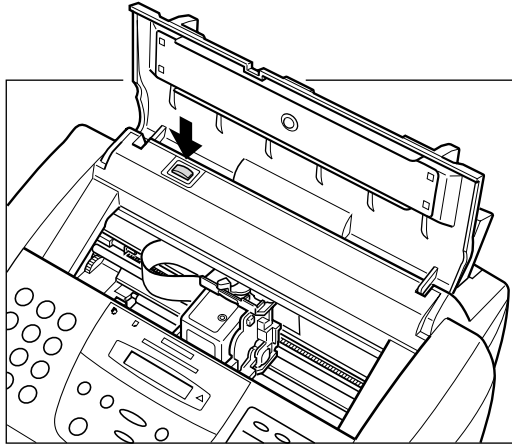


9. Lower the blue cartridge lock lever completely.
 - ❑ Do not use excessive force.



- ❑ The BJ cartridge is now locked into position.

10. Press .



- The cartridge holder moves to its home position on the right side of the unit and begins cleaning the print head. This process takes about 55 seconds.



Do not try to manually move or stop the cartridge holder as this may damage the MultiPASS C70.

11. Close the printer cover.



Unplug the MultiPASS C70 only when it is in standby mode (time and receive mode shown in the LCD display). Do not unplug the MultiPASS C70 when the cartridge holder is not in its home position on the right. If you unplug the unit while it is printing, or move the cartridge holder from its home position, the BJ cartridge will not be capped and can dry out.

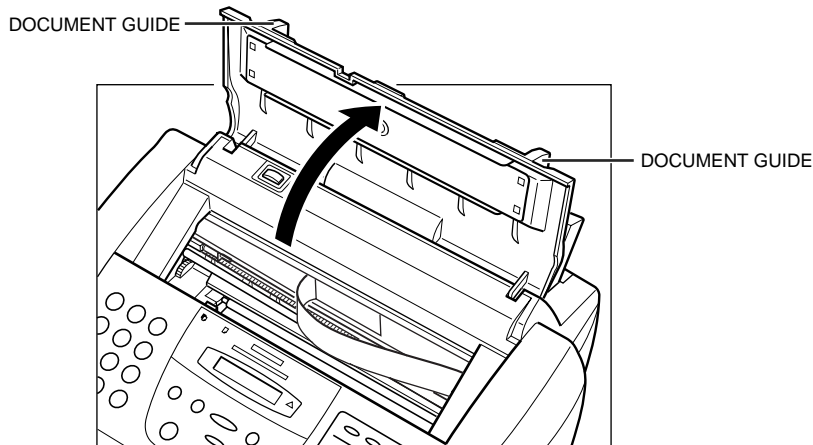
Replacing a BJ Tank in the BC-21e Colour BJ Cartridge

The LCD display will indicate which BJ tank in the BC-21e Colour BJ cartridge needs replacing:

Message	Action
BLACK INK EMPTY	Replace the BCI-21 Black BJ tank (right tank).
COLOR INK EMPTY	Replace the BCI-21 Colour BJ tank (left tank).

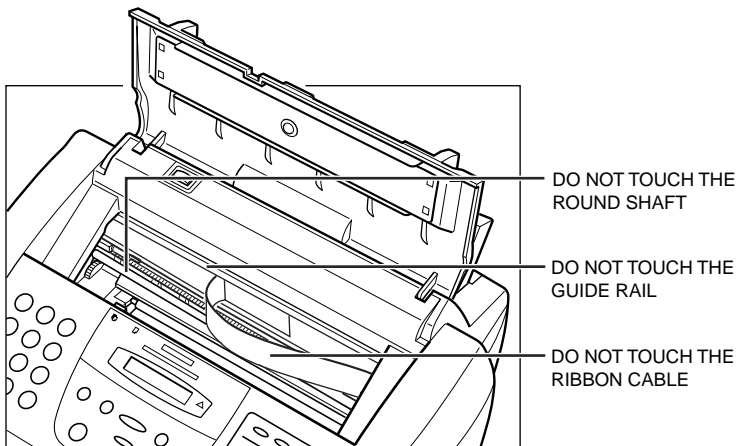
Leave the BC-21e Colour BJ cartridge in the MultiPASS C70 when replacing a BJ tank.

1. Make sure the MultiPASS C70 is plugged in.
2. Open the printer cover by grasping the document guides and lifting.
 - ☐ If the printer cover does not open easily, slide the document guides outwards and then open the printer cover.

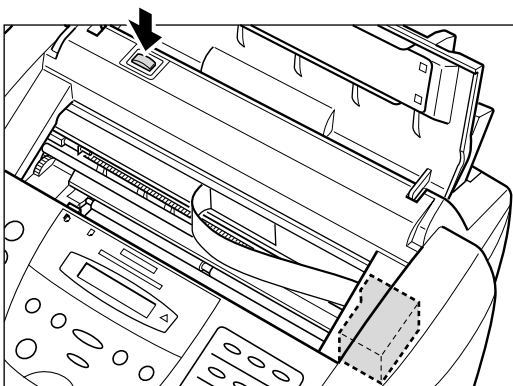




Do not touch the round shaft, guide rail, or ribbon cable. Touching these parts may adversely affect operation of the unit and /or cause print quality deterioration.




3. Press .



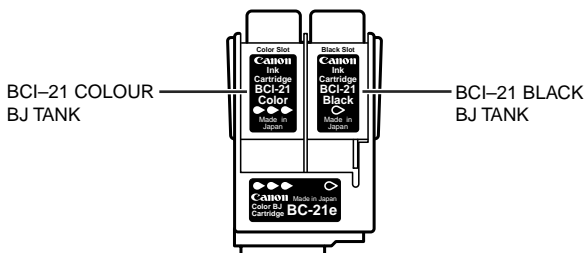
☐ The carriage holder moves to the centre of the unit.



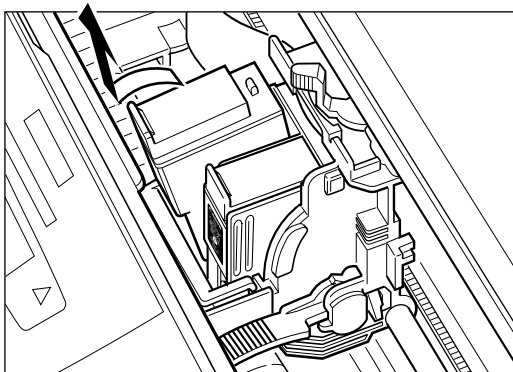
- ❑ Do not try to manually move or stop the cartridge holder as this may damage the MultiPASS C70.
- ❑ The MultiPASS C70 includes an automatic protection feature that helps keep it from overheating. If the cartridge holder does not move, unplug the MultiPASS C70 and let it cool for several minutes. When it has cooled, plug it in again, and press the  button to move the cartridge holder.



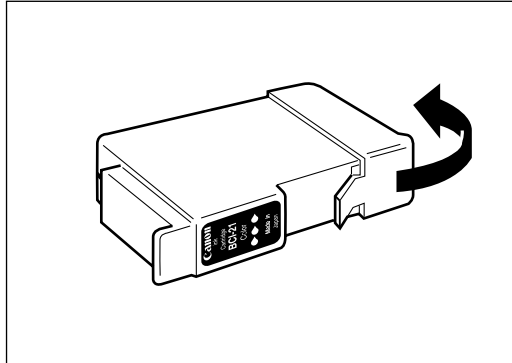
The colour BJ tank is on the left, and the black BJ tank is on the right.



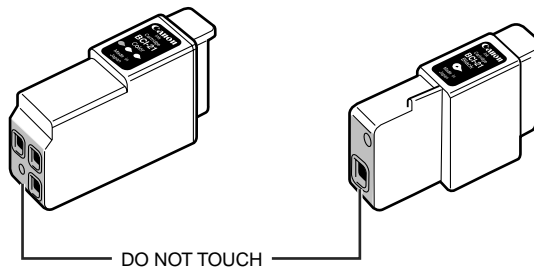
4. Remove the empty BJ tank by grasping the tab on the top of the empty BJ tank and pulling forward to release it. Then lift out the BJ tank from the BJ cartridge.



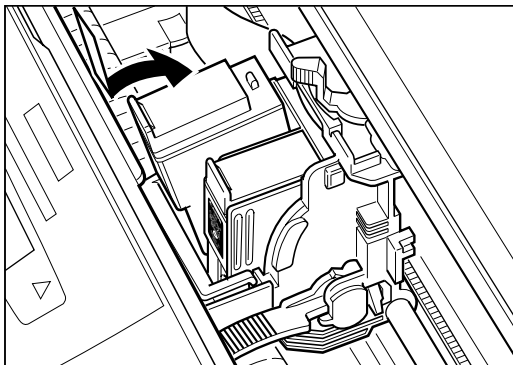
5. Dispose of the BJ tank properly.
 - ❑ You may want to place it in a plastic bag to keep any residual ink from spilling.
6. Take the new BJ tank out of its bag and remove its orange cap.



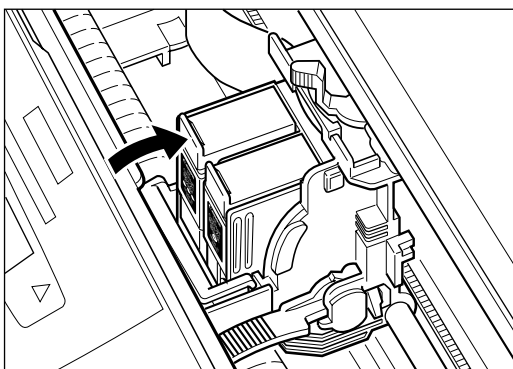
Be careful not to touch the bottom of the BJ tank, as you may get ink on your hands.




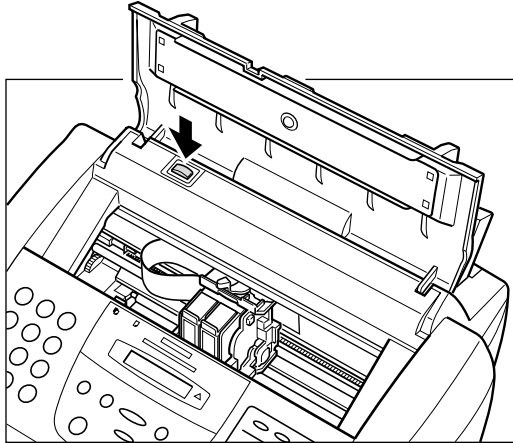
7. Slide the new BJ tank into the empty slot.




8. Press firmly on the tab on top of the new BJ tank, in the direction shown below, until the tank snaps into place.



9. If you need to replace the other tank, repeat steps 4 to 8. (→ p. 12-28)
10. Press .



-  The carriage holder moves to its home position on the right side of the unit and begins cleaning the print head. This process takes about 55 seconds.



Do not try to manually move or stop the carriage holder as this may damage the MultiPASS C70.


11. Close the printer cover.



Unplug the MultiPASS C70 only when it is in standby mode (time and receive mode shown in the LCD display). Do not unplug the MultiPASS C70 when the carriage holder is not in its home position on the right. If you unplug the unit while it is printing, or move the carriage holder from its home position, the BJ cartridge will not be capped and can dry out.

Transporting the MultiPASS C70

Whenever you plan to transport the MultiPASS C70, you need to prepare it so it will not be damaged during the move.

1. DO NOT remove the BJ cartridge from the unit.
2. Make sure the cartridge holder is in its home position on the right side of the unit.
 - ☐ If it is not in its home position, press the  button (inside the unit).
3. With the cartridge holder on the right side of the unit, tape the BJ cartridge and cartridge holder to the side of the unit.
4. Disconnect the power cord.
5. Disconnect the handset or telephone. Disconnect the extension phone, answering machine, or modem (if using them). Then disconnect the telephone line and the parallel cable to the PC.
6. Remove the document tray. Then, remove the extension from the document tray. (→ p. 2-13)
7. Remove the document support. (→ p. 2-12)
8. Remove the handset, handset cradle, and cradle support from the MultiPASS C70. (→ Appendix B, *Handset*)
9. Replace all tapes and shipping materials you removed when you first unpacked the MultiPASS C70. (→ p. 2-9)
10. Pack the MultiPASS C70 and all its components into its original shipping carton. Use the illustration on page 2-6 for reference.



Note

-
- ❑ Do not remove the BJ cartridge from the MultiPASS C70 or ship a BJ cartridge or a BJ tank from which you have removed the protective cap. An opened BJ cartridge or BJ tank that is not installed in the MultiPASS C70 or the BJ cartridge container may leak, and the print head may dry out. Also, if you do not tape the BJ cartridge to the side of the unit, ink may spill into the unit.
 - ❑ If you no longer have the shipping carton your MultiPASS C70 came in, pack the unit in a suitably sized, sturdy cardboard box, using bubble wrap or other suitable packing materials. (If you use foam peanuts, be sure to wrap the unit in plastic first to prevent the packing materials from entering any openings on the unit.)
-

Chapter 13

Troubleshooting

If your MultiPASS C70 is not operating properly, use the information and suggestions in this chapter to try and resolve the problem.

❑ If You Cannot Solve the Problem	13-2
❑ Clearing Jams	13-4
• Jams in the Automatic Document Feeder (ADF)	13-4
• Jams in the Multi-Purpose Tray	13-6
❑ LCD Messages	13-7
❑ Paper Feeding Problems	13-16
❑ Faxing Problems	13-18
• Sending Problems	13-18
• Receiving Problems	13-20
❑ Telephone Problems	13-23
❑ Copying Problems	13-24
❑ Print Quality Problems	13-25
❑ Printing Problems	13-27
❑ Colour Printing and Colour Copying Problems	13-32
❑ General Problems	13-35
❑ If a Power Cut Occurs	13-36

If You Cannot Solve the Problem

If you have a problem with your MultiPASS C70 and you cannot resolve it by referring to the information in this chapter, contact your local authorised Canon dealer or the Canon help line.

Canon's support personnel are trained in the technical support of Canon's products and should be able to help you with your problem.



Note

Attempting to repair the MultiPASS C70 yourself may void the limited warranty.



If the MultiPASS C70 makes strange noises, emits smoke or strange smells, unplug it immediately and contact your local authorised Canon dealer or the Canon help line. Do not attempt to disassemble or repair the unit yourself.

If you need to contact Canon directly, make sure you have the following information:

- ☐ Product name
MultiPASS C70

- ☐ Serial number
The serial number is located on the label on the back of the unit.

CANON INC.	H X X X X X X X X X
SERIAL No. X X X X X X X	

- ☐ MultiPASS Desktop Manager version number
The version number of the MultiPASS Desktop Manager is included in the About information. In the Desktop Manager, click Help and then click About.

- ☐ Place of purchase
- ☐ Nature of problem
- ☐ Steps you have taken to solve the problem and the results

Clearing Jams

On occasion, the document feeding into the MultiPASS C70's Automatic Document Feeder (ADF) or the paper in its multi-purpose tray may misfeed or jam. If this happens, you can usually fix the problem using one of the procedures described in this section.



You do not need to unplug the MultiPASS C70 while clearing paper jams.

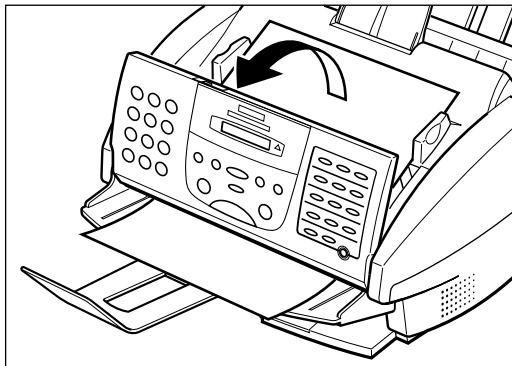
Jams in the Automatic Document Feeder (ADF)

Use this procedure if the document in the MultiPASS C70's Automatic Document Feeder (ADF) jams or misfeeds. (If this occurs, the message CHECK DOCUMENT appears in the LCD display.)

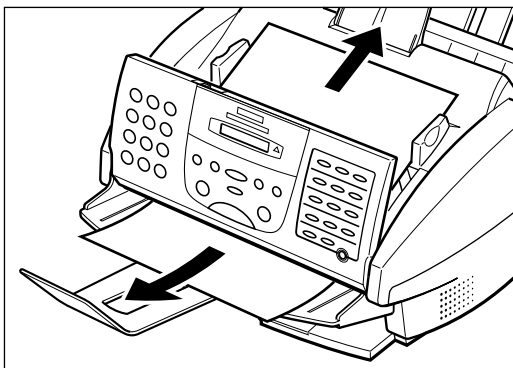
Stop



1. Press **Stop**.
2. Open the operation panel by gently pulling it towards you.
 - ☐ It opens only slightly.
 - ☐ Do not try to pull the document out without opening the operation panel or you may tear or smudge the document.



3. While holding the operation panel, remove the document.
 - ❑ Pull it in either direction, but do not force it.



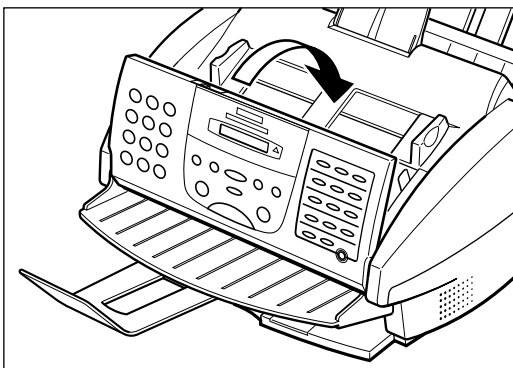
- ❑ If a multipage document is loaded, remove the entire document from the Automatic Document Feeder (ADF).



Note

If the paper does not pull out easily, do not force it. Contact your local authorised Canon dealer or the Canon help line.

4. When you are finished, close the operation panel by pressing it down from the centre.



Note

Be sure to close the operation panel until it locks into place. Otherwise the unit will not function properly.

Resume

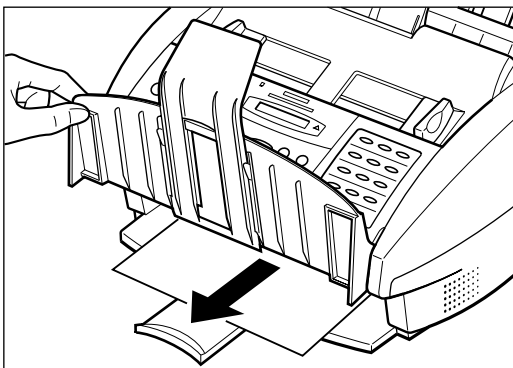


5. Press **Resume** to clear the error message, then start the operation again. Be sure to fan and stack your document before reinserting the stack in the Automatic Document Feeder (ADF).

Jams in the Multi-Purpose Tray

Use this procedure if the recording paper jams or misfeeds in the multi-purpose tray. If this happens, the message **CLEAR PAPER JAM** appears in the display.

1. Gently pull any jammed paper out of the unit as shown.
 - ☐ You can hold the document tray up for easy access to the jammed paper.



2. Remove the paper stack from the multi-purpose tray and reload it. (→ p. 2-40)
 - ☐ Make sure you push the paper to the back and right of the multi-purpose tray, and that the stack is not higher than the paper limit mark (▶).

Resume



3. Press **Resume** to clear the error message.

- ☐ If you are printing from a Windows® application, follow the instructions displayed by the software on your PC.



Note

If the paper jam occurred while a fax was being received into the MultiPASS C70's memory, that fax will print automatically when the jam is cleared and you press the **Resume** button.

LCD Messages

The following messages are displayed in the LCD display when the MultiPASS C70 is performing a function or encounters an error. The error code appears in the Activity Report. (→ p. 11-5)

Message	Error Code	Cause	Action
AUTO REDIAL	—	The unit is waiting to redial the other party's number because the line was busy or the other party did not answer when you tried to send the document.	Wait for the unit to try redialling. If that does not work, wait until the unit starts to dial the number, then press the Stop button to cancel redialling. Try to send the document again at a later time.
BLACK INK EMPTY	—	The BCI-21 Black BJ tank in the BC-21e Colour BJ cartridge is empty or its ink may have dried out.	Clean the BJ cartridge print head (→ p. 12-17). If the message remains in the LCD display, replace the BJ tank (→ p. 12-26). The unit will then print automatically any faxes received in memory.
BUSY/NO SIGNAL	#005/018	The telephone number you dialled is busy.	Try sending the document at a later time.
		The fax number dialled was incorrect.	Check the fax number and dial again.
		The other party's fax machine is not working.	Contact the other party and have them check their fax machine.

Message	Error Code	Cause	Action
BUSY/NO SIGNAL (Ctd.)		The other party is not using a G3 machine.	Contact the other party and ask them to send or receive the document using a G3 machine.
		The touch tone/rotary pulse setting on your unit is incorrect.	Set your unit to the setting that matches your telephone line. (→ p. 3-19)
		The receiving fax machine did not answer within 55 seconds.	Contact the other party and have them check their fax machine. You can try to send the document manually (→ p. 7-12). For an overseas call, add pauses to the registered number. (→ p. 9-5)
CALLING	—	The unit is calling the other party's fax machine.	If you want to cancel the transmission, press the Stop button.
CARTRIDGE JAMMED	—	The cartridge holder cannot move. This is normally due to a paper jam.	Clear the paper jam or whatever is obstructing the cartridge holder and then press the Resume button. Do not attempt to move the cartridge holder manually.

Message	Error Code	Cause	Action
CHANGE CARTRIDGE	#052	The BJ cartridge is empty or its ink may have dried out.	Clean the BJ cartridge print head (→ p. 12-17). If the message remains in the LCD display, replace the BJ cartridge (→ p. 12-19). The unit will then print automatically any faxes received in memory.
CHECK DOCUMENT	#001	The document is jammed in the Automatic Document Feeder (ADF). The document feed lever is set to manual document feed (☐) for a multipage document.	Remove the document you are trying to send or copy and start again. Set the document feed lever to automatic document feed (☑). (→ p. 4-5)
CHECK PAPER SIZE	—	The size of the paper in the multi-purpose tray and that specified in the PAPER SIZE setting are different.	Set the correct paper size in the PAPER SIZE setting. (→ PAPER SIZE, pp. 14-13, 14-14)
CHECK PRINTER	—	There may be an obstruction that is not allowing the cartridge holder mechanism to move right or left.	Check for a paper clip or that the plastic orange cap is removed from the BJ cartridge. Check also for a paper jam and clear the jam if necessary. Then press the Resume button and try your operation again.

Message	Error Code	Cause	Action
CHECK PRINTER (Ctd.)		The BJ cartridge may be defective.	Press the Resume button. Reinstall the BJ cartridge and try your operation again. In either case, if the error does not clear, try unplugging the unit. Wait several minutes, then plug it back in. Also, try installing a new BJ cartridge.
CLEAR PAPER JAM	—	There is a paper jam.	Clear the paper jam (→ p. 13-6) and reload paper in the multi-purpose tray. Press the Resume button.
COLOR INK EMPTY	—	The BCI-21 Colour BJ tank in the BC-21e Colour BJ cartridge is empty or its ink may have dried out.	Clean the BJ cartridge print head (→ p. 12-17). If the message remains in the LCD display, replace the BJ tank (→ p. 12-26). The unit will then print automatically any faxes received in memory.
CONVERT CLR>B&W?	—	The unit is confirming that it is all right to print a colour document in memory with the BX-20 Black BJ cartridge in black & white.	Press the ✕ button to print the colour document in black & white, or press the # button to cancel printing.

Message	Error Code	Cause	Action
DIALING	—	The unit is dialling the receiving fax machine.	Press the Stop button if you want to cancel the transmission.
DOC. TOO LONG	#003	It took more than 32 minutes to send or copy a document.	Divide the document and send or copy each part separately.
		It took more than 32 minutes to receive a document.	Contact the other party. Have them divide the document and send each part separately.
		The document is longer than 1 metre.	Use a copy machine to make a reduced copy of the document and send the copy.
DOCUMENT READY	—	The document in the Automatic Document Feeder (ADF) is ready for faxing, scanning, or copying.	Send the document, scan the document, or make the copy.
ECM RX	—	The unit is receiving a fax using Error Correction Mode (ECM).	ECM receptions may take longer than normal transmissions. Turn off ECM if you need to receive quickly, or if you know your local lines are in good condition. (→ ECM RX, pp. 14-11, 14-12)
ECM TX	—	The unit is sending a fax using Error Correction Mode (ECM).	ECM transmissions may take longer than normal transmissions. Turn off ECM if you need to transmit quickly, or if you know your local lines are in good condition. (→ ECM TX, pp. 14-9, 14-10)

Message	Error Code	Cause	Action
HANG UP PHONE	—	The handset or the handset of the telephone or extension phone is off hook.	Place the handset properly in its cradle.
INSTALL BC-21e	—	You tried to make colour copies with the BX-20 Black BJ cartridge installed.	Remove the BX-20 Black BJ cartridge and install the BC-21e Colour or the optional BC-22e Photo BJ cartridge. (→ p. 12-19)
		You tried to print a received colour fax with the BX-20 Black or the optional BC-22e Photo BJ cartridge installed.	Remove the BX-20 Black or the optional BC-22e Photo BJ cartridge and install the BC-21e Colour BJ cartridge (→ p. 12-19). (If you do not have a BC-21e Colour BJ cartridge available, you can print the received colour fax in memory with the optional BC-22e Photo BJ cartridge (→ p. 7-29). You can also convert a received colour fax in memory to black & white and print the fax with the BX-20 Black BJ cartridge. (→ p. 7-29))
INSTALL BC21e/20	—	You tried to make black & white copies with the optional BC-22e Photo BJ cartridge installed.	Remove the optional BC-22e Photo BJ cartridge and install the BX-20 Black or BC-21e Colour BJ cartridge. (→ p. 12-19)

Message	Error Code	Cause	Action
INSTALL BC21e/20 (Ctd.)		You tried to print a received black & white fax, print a report, or print a black & white document in memory with the optional BC-22e Photo BJ cartridge installed.	Remove the optional BC-22e Photo BJ cartridge and install the BX-20 Black or BC-21e Colour BJ cartridge. (→ p. 12-19)
LINE IN USE	—	The unit is set for Fax/Tel Mode and you are receiving a telephone call.	Answer the call.
LOAD PAPER	—	The multi-purpose tray is empty.	Load paper in the multi-purpose tray (→ p. 2-40). Make sure the stack does not exceed the paper limit mark (▶). Then press the Resume button.
MEMORY FULL	#037	<p>The unit's memory is full because it has received too many documents, or a very long or detailed document.</p> <p>Memory is full because you tried to send too many pages at once, or a very long or detailed document.</p>	<p>Print out any documents that are stored in memory (→ p. 7-29). Then start the operation again.</p> <p>Divide the document and send each part separately. To free the unit's memory, print or delete any faxes in memory you no longer need. (→ pp. 7-29, 7-33)</p>
MEMORY USED nn%	—	Shows the percentage of memory currently in use.	If you need more space, wait for the unit to send any faxes. Also, print or delete any faxes in memory you no longer need. (→ pp. 7-29, 7-33)

Message	Error Code	Cause	Action
NO ANSWER	#005	The receiving fax machine does not answer.	Make sure you dialled the correct number. Try again later.
NO RX PAPER	#012	The other party's fax machine is out of paper or its memory is full.	Contact the other party and have them install paper in their fax machine.
NO TEL #	#022	The one-touch speed dialling button or coded speed dialling code you entered has not been registered.	Register the speed dialling button or code. (→ pp. 6-3, 6-11)
NOT AVAILABLE	#025	In manual sending, you entered a speed dialling number that is assigned to a group.	Use regular dialling.
PHOTO INK IN USE	—	The optional BC-22e Photo BJ cartridge is installed in the unit.	Change to a different BJ cartridge type if necessary. (→ p. 12-19)
PLEASE WAIT	—	The unit is warming up.	Wait until the time and receive mode appear in the LCD display, then begin.
PRINT W/ BC-22e?	—	The unit is confirming that it is all right to print a colour document in memory with the optional BC-22e Photo BJ cartridge.	Press the ✕ button to print the colour document with the optional BC-22e Photo BJ cartridge, or press the # button to cancel printing.
PUT IN CARTRIDGE	—	The BJ cartridge is not installed correctly.	Make sure the BJ cartridge is installed correctly and that the blue cartridge lock lever is down.
		The BJ cartridge is not installed.	Install a BJ cartridge.

Message	Error Code	Cause	Action
RECEIVED IN FILE	—	Your PC was off and a document was received in the unit's memory.	Upload the document to your PC or print the document. (→ p. 8-18)
REC'D IN MEMORY	—	The unit received the fax in memory because paper or ink ran out, a paper jam occurred, or the wrong BJ cartridge was installed.	Add paper to the multi-purpose tray, change the BJ cartridge or BJ tank, clear the paper jam, or install the correct BJ cartridge. (→ p. 8-28)
START AGAIN	—	An error has occurred in the telephone line or in the system.	Start the procedure again from the beginning.
TRY AGAIN IN B/W	#085	You tried faxing a colour document to a machine that does not support colour faxing.	Try sending again in black & white. (→ p. 7-3)
TX/RX CANCELLED	—	You pressed the Stop button to cancel the transmission.	Try sending again.
TX/RX NO. <i>nnnn</i>	—	When the unit sends or receives a fax, it assigns it a unique identification number (<i>nnnn</i>).	Write the number down if you will need it later.
TX/RX NO. <i>nnnn</i> SCANNING P. <i>nnn</i> (Two messages toggle.)	—	The unit is sending a document and its memory is full.	If sending a document, the unit continues to send the fax as memory becomes available.
WAIT COOLING	—	During printing, the BJ cartridge print head may have become too hot.	Allow the unit to cool down. The unit will resume printing when it has cooled down.

Paper Feeding Problems

Paper does not load.

The multi-purpose tray may contain too many sheets.

- ☐ Make sure the paper stack in the multi-purpose tray does not exceed the paper limit mark (▶). (→ p. 2-42)

Paper may not be loaded correctly.

- ☐ Make sure the paper stack is loaded properly in the multi-purpose tray, and that the paper guide is adjusted correctly. (→ p. 2-40)

Paper is loaded skewed. (Printing is skewed.)

Paper may not be loaded correctly.

- ☐ Make sure the paper stack is loaded properly in the multi-purpose tray, and that the paper guide is adjusted correctly. (→ p. 2-40)
- ☐ Make sure the right edge of the paper stack is aligned with the right side of the multi-purpose tray and the paper guide is aligned with the left edge of the stack.
- ☐ Make sure the paper exit path is clear.

Multiple sheets load into the unit at the same time.

Paper may not be loaded correctly.

- ☐ Make sure the paper stack is loaded properly in the multi-purpose tray, and that the paper guide is adjusted correctly. (→ p. 2-40)

Sheets of paper may be sticking together.

- ☐ Be sure to fan the paper stack before placing it in the multi-purpose tray. (→ p. 2-41)

The multi-purpose tray may contain too many sheets.

- ☐ Make sure the paper stack in the multi-purpose tray does not exceed the paper limit mark (▶). (→ p. 2-42)
- ☐ Do not load more than approximately 100 sheets* of plain paper in the multi-purpose tray.
- ☐ Do not force the paper stack into the multi-purpose tray.

*75 g/m² paper

Different types of paper may be loaded in the multi-purpose tray.

- ❑ Load just one type of paper.
- ❑ Make sure you are loading paper that meets the paper requirements for the unit. (→ Chapter 5, *Paper Handling*)

Transparencies or back print film do not feed correctly.**The transparencies or back print film may not be loaded correctly.**

- ❑ Make sure you load no more than 50 sheets of transparencies or 10 sheets of back print film in the multi-purpose tray.

Repeated paper jams occur.**The paper you are using may be causing the jams.**

- ❑ Be sure to fan the paper stack before loading it in the multi-purpose tray. This keeps the sheets of paper from sticking together. (→ p. 2-41)
- ❑ Check that the paper you are using and your printing environment are within the specifications of the unit. (→ Chapter 5, *Paper Handling*)

Envelopes do not load.**Envelopes may not be loaded correctly.**

- ❑ Make sure the envelopes are loaded correctly. (→ p. 5-15)
- ❑ Make sure there are no more than 10 envelopes in the multi-purpose tray.

You may need to choose the envelope setting in your printer driver.

- ❑ Make sure you select the correct envelope size in the Paper dialog box in your printer driver. (→ *MultiPASS Suite Software User's Guide*)

The envelopes you are using may not meet the requirements for the unit.

- ❑ Envelopes must be European DL or U.S. Commercial No. 10 envelopes. (→ pp. 5-2, 5-5)

Faxing Problems

Sending Problems

You cannot send a fax.

The MultiPASS C70 may have overheated.

- ☐ Unplug the unit and let it cool for several minutes. Then plug the unit back in and try sending again.

The MultiPASS C70 may not be set for the type of telephone line in use (pulse/tone).

- ☐ If you have a pulse line, make sure the MultiPASS C70 is set for pulse dialling. (→ p. 3-19)

The document may not have been fed correctly into the Automatic Document Feeder (ADF).

- ☐ Remove the document, stack it if necessary, and feed it into the Automatic Document Feeder (ADF) correctly. (→ pp. 4-6, 4-11)
- ☐ Check that the document feed lever is set for the type of document you are sending. (→ p. 4-5)
- ☐ Make sure the operation panel is closed.

The one-touch speed dialling button or coded speed dialling code you entered may not be registered for the feature you want to use.

- ☐ Check the one-touch speed dialling button or coded speed dialling code and make sure it is registered correctly. (→ Chapter 6, *Speed Dialling*)

You dialled or have been provided with an incorrect number.

- ☐ Dial the number again or check that you have the correct number.

The other party's fax machine may be out of paper.

- ☐ Call the other party and ask them to make sure paper is loaded in their fax machine.

You may have sent a document in colour to a fax machine that does not support colour faxing.

- ☐ Your MultiPASS C70 can only send in colour to other fax machines that have colour faxing capability. If the other party's fax machine does not support colour faxing, try sending again in black & white. (→ p. 7-3)

There may be other documents being sent from memory.

- ❑ Allow time for the current document to finish sending.

An error may have occurred during sending.

- ❑ Print the Activity Report and check for an error. (→ p. 11-5)

The telephone line may not be working properly.

- ❑ Make sure there is a dial tone when you lift the handset or the handset of the telephone or extension phone. If not, contact your local telephone company.

The receiving fax machine may not be a G3 fax machine.

- ❑ Make sure the receiving fax machine is compatible with the MultiPASS C70 (which is a G3 fax machine).

Images on received faxes from the MultiPASS C70 are spotted or dirty.

The receiving fax machine may not be working properly.

- ❑ Check the MultiPASS C70 by making a copy (→ Chapter 10, *Making Copies*). If the copy is clear, the problem may be in the receiving fax machine.

The document may not have been fed correctly into the Automatic Document Feeder (ADF).

- ❑ Remove the document, stack it if necessary, and feed it into the Automatic Document Feeder (ADF) correctly. (→ pp. 4-6, 4-11)

Cannot send using Error Correction Mode (ECM).

The other party's fax machine may not support ECM.

- ❑ Some fax machines do not support ECM. If the other party's fax machine does not support ECM, then the document is sent in normal mode without error checking.

ECM may be disabled.

- ❑ Make sure ECM is on. (→ ECM TX, pp. 14-9, 14-10)

Errors occur frequently while sending.

The telephone lines may be in poor condition, or you may have a bad connection.

- ❑ Lower the transmission speed. (→ TX START SPEED, pp. 14-15, 14-16)

Receiving Problems

Cannot receive a fax automatically.

The MultiPASS C70 may not be set to receive automatically.

- ❑ For the MultiPASS C70 to receive faxes automatically, the receive mode must be set to FAX ONLY MODE, Fax/Tel Mode, ANS.MACHINE MODE, or NET SWITCH. If you have set ANS.MACHINE MODE, confirm that an answering machine is connected to the MultiPASS C70 and that it is turned on with an outgoing message properly recorded.

The MultiPASS C70 may have a document stored in memory.

- ❑ Print out any faxes stored in memory. (→ pp. 7-29, 8-18, 8-28)

The MultiPASS Desktop Manager may have received the fax.

- ❑ Check the In Box of the Desktop Manager. (→ *MultiPASS Suite Software User's Guide*)

An error may have occurred during reception.

- ❑ Check the LCD display for an error message. (→ p. 13-7)

The multi-purpose tray may be empty.

- ❑ Make sure paper is loaded in the multi-purpose tray. (→ p. 2-40)

The telephone line may not be connected properly.

- ❑ Make sure all line connections are secure. (→ p. 2-17)

The MultiPASS C70 does not switch automatically between telephone and fax reception.

The MultiPASS C70 may not be set to switch automatically between telephone and fax reception.

- ❑ For the MultiPASS C70 to switch automatically, the receive mode must be set to Fax/Tel Mode, ANS.MACHINE MODE, or NET SWITCH. If you have set ANS.MACHINE MODE, confirm that an answering machine is connected to the MultiPASS C70 and that it is turned on with an outgoing message properly recorded.

An error may have occurred during reception.

- ❑ Check the LCD display for an error message. (→ p. 13-7)
- ❑ Print the Activity Report and check for an error. (→ p. 11-5)

The multi-purpose tray may be empty.

- ❑ Make sure paper is loaded in the multi-purpose tray. (→ p. 2-40)

The sending fax machine may not send the CNG signal that tells the MultiPASS C70 that the incoming signal is a fax.

- ❑ Some fax machines cannot send the CNG signal that tells your MultiPASS C70 the incoming signal is from a fax machine. In such cases, you will have to receive the fax manually.

Cannot receive a document manually.

You may have disconnected the call by pressing the Start/Scan button or dialling the remote receiving ID after hanging up the handset or the handset of the telephone or extension phone.

- ❑ Always press the **Start/Scan** button or dial the remote receiving ID *before* hanging up the handset. Otherwise you will disconnect the call.

Print quality is poor.

You may not be using the correct type of paper.

- ❑ Make sure you are using paper that meets the paper requirements for the unit. (→ Chapter 5, *Paper Handling*)

The BJ cartridge print head may need cleaning.

- ❑ Clean the BJ cartridge print head. (→ p. 12-17)

The sending fax machine may not be functioning properly.

- ❑ The sending fax machine usually determines the fax's quality. Call the sender and have them make sure the top cover and scanning glass on their fax machine are clean.

Error Correction Mode (ECM) may be disabled.

- ❑ Make sure ECM is on. (→ ECM RX, pp. 14-11, 14-12)

Faxes do not print.

The orange tape may not be removed from the BJ cartridge.

- ❑ Be sure to remove the orange tape from the BJ cartridge before you install it. (→ p. 2-34)

The BJ cartridge or a BJ tank may not be installed properly.

- ❑ Make sure the BJ cartridge and the BJ tank(s) are installed properly. (→ pp. 2-31, 12-26)

The BJ cartridge print head may need cleaning.

- ❑ Clean the BJ cartridge print head. (→ p. 12-17)

The BJ cartridge or the BJ tank(s) may need to be replaced.

- ❑ Replace the BJ cartridge or the BJ tank(s). (→ pp. 12-19, 12-26)

Fax images print blotched or uneven.

The telephone lines may be in poor condition, or you may have a bad connection.

- ❑ Error Correction Mode (ECM) sending/receiving should eliminate such problems. However, if the telephone lines are in poor condition, you may have to try again.

The sending fax machine may not be functioning properly.

- ❑ The sending fax machine usually determines the fax's quality. Call the sender and have them make sure the top cover and scanning glass on their fax machine are clean.

Cannot receive using Error Correction Mode (ECM).

The other party's fax machine may not support ECM.

- ❑ Some fax machines do not support ECM. If the other party's fax machine does not support ECM, then the document is sent and received in normal mode without error checking.

ECM may be disabled.

- ❑ Make sure ECM is on. (→ ECM RX, pp. 14-11, 14-12)

Errors occur frequently while receiving.

The telephone lines may be in poor condition, or you may have a bad connection.

- ❑ Lower the reception speed. (→ RX START SPEED, pp. 14-15, 14-16)

The sending fax machine may not be functioning properly.

- ❑ The sending fax machine usually determines the fax's quality. Call the sender and have them make sure the top cover and scanning glass on their fax machine are clean.

Telephone Problems

You cannot dial.

The telephone line may not be connected properly.

- ❑ Make sure the telephone line is connected properly to the MultiPASS C70. (→ p. 2-17)

The unit may not be getting power.

- ❑ Make sure the power cord is connected to the MultiPASS C70 and to an AC outlet (→ p. 2-20). Make sure the AC outlet has power.

The MultiPASS C70 may not be set for the type of telephone line in use (pulse/tone).

- ❑ If you have a pulse line, make sure the MultiPASS C70 is set for pulse dialling. (→ p. 3-19)

The telephone disconnects while you are talking.

The power cord may not be plugged in securely.

- ❑ Check that the power cord is plugged securely into the unit and into the wall outlet (→ p. 2-20). If the unit is plugged into a power strip, make sure the power strip is plugged in and turned on.

If the MultiPASS C70 is in **ANS.MACHINE MODE and the **INCOMING RING** setting is disabled, the unit will switch to fax receive mode when it detects a period of silence.**

- ❑ Enable the INCOMING RING setting in the RX SETTINGS menu. (→ pp. 14-11, 14-12)

Copying Problems

The MultiPASS C70 will not make a copy.

A BJ tank in the BC-21e Colour BJ cartridge may be empty.

- ❑ Replace empty BJ tanks as necessary. (→ p. 12-26)

You may be trying to make copies with the incorrect BJ cartridge installed in the unit.

- ❑ The MultiPASS C70 cannot make copies in black & white while the optional BC-22e Photo BJ cartridge is installed. Replace the BJ cartridge with the BX-20 Black or BC-21e Colour BJ cartridge.
- ❑ The MultiPASS C70 cannot make copies in colour while the BX-20 Black BJ cartridge is installed. Replace the BJ cartridge with the BC-21e Colour BJ cartridge.

The handset or the handset of the telephone or extension phone may be off hook.

- ❑ Make sure the handset is in its cradle.

The document may not have been fed correctly into the Automatic Document Feeder (ADF).

- ❑ Remove the document, stack it if necessary, and feed it into the Automatic Document Feeder (ADF) correctly. (→ pp. 4-6, 4-11)
- ❑ Make sure the operation panel is closed.
- ❑ Check that the document feed lever is set for the type of document you are copying. (→ p. 4-5)

The BJ cartridge or a BJ tank may not be installed properly.

- ❑ Make sure the BJ cartridge and the BJ tank(s) are installed properly. (→ pp. 2-31, 12-26)

The MultiPASS C70 may not be operating properly.

- ❑ Try to print a document from your PC.

MEMORY FULL appears in the LCD display when making multiple copies.

The MultiPASS C70's memory is full.

- ❑ Print out any faxes stored in memory (→ pp. 7-29, 8-18, 8-28), then start again.

Print Quality Problems

The print quality is not what you expect; print is not clear, is splashed, has missing dots or white streaks.

The paper you are using may not be supported by the unit.

- ❑ Make sure you are using the recommended paper. (→ p. 5-5)

You may be printing on the wrong side of the paper.

- ❑ Some papers have a “right” side for printing. If the print quality is not as clear as you would like it to be, try turning the paper over and printing on the other side.

The nozzles on the BJ cartridge print head may be clogged.

- ❑ Print the nozzle check pattern to check the BJ cartridge print head (→ p. 12-15). Perform the BJ cartridge print head cleaning procedure if necessary. (→ p. 12-17)

The BJ cartridge or a BJ tank may not be installed properly.

- ❑ Make sure the BJ cartridge and the BJ tank(s) are installed properly. (→ pp. 2-31, 12-26)

A BJ tank in the BC-21e Colour BJ cartridge may be empty.

- ❑ Replace empty BJ tanks as necessary. (→ p. 12-26)

The BJ cartridge print head may be worn out.

- ❑ The BJ cartridge may need to be replaced (→ p. 12-18). Replace as necessary. (→ p. 12-19)

Output appears jagged.

The resolution selected via the printer driver may be Draft.

- ❑ Check your printer driver to see what Print Mode you have selected. Printing in Draft mode will give the output a jagged look. Changing the Print Mode to Text should correct this problem. (→ *MultiPASS Suite Software User's Guide*)

Fonts do not print as smoothly rounded characters.

Bitmapped fonts designed for dot matrix printers do not print smoothly rounded characters when used with high resolution printers like the MultiPASS C70.

- ❑ Make sure you installed an outline font manager, such as Adobe® Type Manager or Bitstream® Facelift, or that you are choosing a TrueType® font.

Certain MS fonts, such as MS Serif, will print jagged.

- ❑ Choose another font.

Output is faint.

You may be using Draft print quality.

- ❑ Try using a different print mode. (→ *MultiPASS Suite Software User's Guide*)

Printing takes too much time.

You may be using Fine mode.

- ❑ Turn off Fine mode. (→ *MultiPASS Suite Software User's Guide*)

The printout contains blurred or smudged ink.

The print medium you are using may not be supported by the MultiPASS C70.

- ❑ Try a different paper type. However, use only print media specified in this guide. (→ Chapter 5, *Paper Handling*)

You may be printing on the wrong side of the sheet.

- ❑ Some papers have a “right” side for printing. If the print quality is not as clear as you would like it to be, try turning the paper over and printing on the other side.

Printing Problems

The Alarm light comes on and the unit beeps while printing.

The unit may have a paper jam.

- ❑ Clear the paper jam. (→ p. 13-6)
- ❑ If the unit has no paper jam, unplug it, wait five seconds, then plug it in again. If the problem is fixed, the Alarm light will turn off, the BJ cartridge will move to its home position on the right side of the unit, and the LCD display will return to standby mode. If the Alarm light remains lit, contact your local authorised Canon dealer or the Canon help line.

Data from the PC is not printed.

The power cord may not be plugged in securely.

- ❑ Check that the power cord is plugged securely into the unit and into the wall outlet (→ p. 2-20). If the unit is plugged into a power strip, make sure the power strip is plugged in and turned on.

The parallel cable may not be securely connected to the MultiPASS C70 and the PC.

- ❑ Check the parallel cable connection. (→ p. 2-15)

The parallel cable may not be the correct type.

- ❑ Make sure the cable is a Centronics®-compatible parallel cable with bi-directional capability (IEEE 1284-compliant) and is less than 2 metres in length.

The unit may have been plugged in or the PC may have been turned on when you connected the parallel cable.

- ❑ Unplug the unit and turn off the PC. Plug the unit back in and turn the PC back on again.

The orange tape may not be removed from the BJ cartridge.

- ❑ Be sure to remove the orange tape from the BJ cartridge before you install it. (→ p. 2-34)

The BJ cartridge or a BJ tank may not be installed properly.

- ❑ Make sure the BJ cartridge and the BJ tank(s) are installed properly. (→ pp. 2-31, 12-26)

The BJ cartridge print head may need cleaning.

- ❑ Clean the BJ cartridge print head. (→ p. 12-17)

The BJ cartridge or the BJ tank(s) may need to be replaced.

- ❑ Replace the BJ cartridge or the BJ tank(s). (→ pp. 12-19, 12-26)

The application you are printing from may not be set up properly.

- ❑ Check the PC and the application to make sure they are configured correctly.
- ❑ Make sure your application has the MultiPASS C70 selected as the printer. (→ *MultiPASS Suite Software User's Guide*)

The MultiPASS C70 may not be set as the default printer or the selected printer.

- ❑ Make sure the MultiPASS C70 is selected as the default or current printer. (→ *MultiPASS Suite Software User's Guide*)
- ❑ Make sure the MultiPASS Service (MPService) is running. (→ *MultiPASS Suite Software User's Guide*)

The printer driver may be configured with the wrong port.

- ❑ Make sure the MultiPASS printer driver is configured to use the PC's parallel interface port. (→ *MultiPASS Suite Software User's Guide*)

The PC's parallel interface port may be disabled.

- ❑ Make sure your PC's CMOS has the primary parallel port set to LPT1. (Your PC should have a Setup Program that lets you do this.) See your PC's documentation.

Another hardware device or software application is attempting to communicate with the same parallel interface port to which the MultiPASS C70 is connected.

- ❑ Disconnect the peripheral device and uninstall or remove any software associated with this device and any software communicating with the parallel interface port.

The BJ cartridge moves, but ink does not appear.

The orange tape may not be removed from the BJ cartridge.

- ❑ Be sure to remove the orange tape from the BJ cartridge before you install it. (→ p. 2-34)

The BJ cartridge or a BJ tank may not be installed properly.

- ❑ Make sure the BJ cartridge and the BJ tank(s) are installed properly. (→ pp. 2-31, 12-26)

The nozzles on the BJ cartridge print head may be clogged.

- ❑ Print the nozzle check pattern to check the BJ cartridge print head (→ p. 12-15). Perform the BJ cartridge print head cleaning procedure if necessary. (→ p. 12-17)

A BJ tank in the BC-21e Colour BJ cartridge may be empty.

- ❑ Replace empty BJ tanks as necessary. (→ p. 12-26)

The printed output is not what you expected.

There may be a communication problem between the MultiPASS C70 and your PC.

- ❑ Make sure the PC and the application are configured correctly for communicating with the MultiPASS C70. (→ *MultiPASS Suite Software User's Guide*)

The parallel cable may not be securely connected to the MultiPASS C70 and the PC.

- ❑ Check the parallel cable connection. (→ p. 2-15)

The parallel cable may not be the correct type.

- ❑ Make sure the cable is a Centronics®-compatible parallel cable with bi-directional capability (IEEE 1284-compliant) and is less than 2 metres in length.

The parallel cable may be too long.

- ❑ Make sure the cable is a Centronics®-compatible parallel cable with bi-directional capability (IEEE 1284-compliant) and is less than 2 metres in length.

You may not be using the correct printer driver.

- ❑ Make sure you have selected the MultiPASS printer in your application. (→ *MultiPASS Suite Software User's Guide*)

Another hardware device or software application is attempting to communicate with the same parallel interface port to which the MultiPASS C70 is connected.

- ❑ Disconnect the peripheral device and uninstall or remove any software associated with this device and any software communicating with the parallel interface port.

You may not have the best media type selected.

- ❑ Try selecting Coated Paper for the Media Type rather than Plain Paper. (→ *MultiPASS Suite Software User's Guide*)

Previous software settings may not be cleared.

- ❑ Make sure the MultiPASS C70 was cleared of the previous software settings before the print job started. See the application's documentation.

Printout does not match paper size.

Paper may not be loaded and aligned correctly in the multi-purpose tray.

- ❑ Make sure the paper is loaded and aligned correctly. (→ p. 2-40)

The application's page size and margin settings may be incorrect.

- ❑ Make sure the page size and margin set in your application are correct for the paper in the multi-purpose tray.

The MultiPASS printer driver may not be selected.

- ❑ Make sure the MultiPASS is selected as the default printer in your application. (→ *MultiPASS Suite Software User's Guide*)



Note

If the BJ cartridge print head prints on the platen, clean the ink off the platen by launching Notepad and setting the application to print 2 or 3 blank sheets of paper.

The MultiPASS C70 suspends printing after each line.

The BJ cartridge print head may have become too hot. If this happens, the MultiPASS C70 may be slowing its printing speed at the end of each line to protect the BJ cartridge print head.

- ❑ Stop your print operation and wait several minutes to allow the unit to cool. Then start your operation again.

Print jobs vanish or you are printing garbage.

Another Windows® application on your PC may be trying to communicate with the printer port the MultiPASS Server is using. This conflict can result in strange printing behaviour.

- ❑ Uninstall or remove the software application.

Make sure the MultiPASS Service (MPService) is loaded.

- ❑ If the MultiPASS Service icon does not appear on the bottom of your screen, turn on the MultiPASS Service (MPService). (→ *MultiPASS Suite Software User's Guide*)

The printout curls.

Your page may include a large amount of ink.

- ❑ Leave the page in the output tray for 30 to 60 seconds to allow the ink to dry. Then remove the page being careful not to touch the document tray or extension. Allow the page to dry further, then roll it in the opposite direction of the curl. (Should you dirty the document tray or extension when removing the page, wipe them clean with a clean, soft, lint-free cloth moistened with water or diluted dishwashing detergent solution.)

Your PC indicates a device time-out.

A device time-out occurs when the PC sends data to the MultiPASS C70, but the unit does not respond. The MultiPASS C70 may be unplugged, not connected to the PC, or have a paper jam.

- ❑ Make sure the MultiPASS C70 is plugged in, and that its parallel cable is securely attached to the unit and to the PC (→ p. 2-15). Clear any paper jams (→ p. 13-6), and make sure paper is loaded properly in the multi-purpose tray. (→ p. 2-40)

Colour Printing and Colour Copying Problems

The MultiPASS C70 prints only in black. (You are printing from an application that supports colour printing but your output is black ink only.)

The MultiPASS printer driver may not be selected.

- ❑ Make sure the MultiPASS is selected as the default printer in your application. (→ *MultiPASS Suite Software User's Guide*)

The BJ cartridge or a BJ tank may not be installed properly.

- ❑ Make sure the BJ cartridge and the BJ tank(s) are installed properly. (→ pp. 2-31, 12-26)

The BJ cartridge print head may need cleaning.

- ❑ Clean the BJ cartridge print head. (→ p. 12-17)

The application you are using may not support colour printing.

- ❑ Make sure your application supports colour printing.

Colours are broken or uneven.

The print mode may be wrong.

- ❑ If you are printing high density graphics on plain paper, set the Media Type to Coated Paper in the Paper tab of the printer driver. (→ *MultiPASS Suite Software User's Guide*)

If you are printing a thin line with a nonprimary colour, your software may be telling the unit to place a colour every other dot, with white in between.

- ❑ Choose cyan, magenta, yellow, or black instead.

Colours print incorrectly.

The MultiPASS printer driver may not be selected.

- ❑ Make sure the MultiPASS is selected as the default printer in your application. (→ *MultiPASS Suite Software User's Guide*)

The printer driver may not be selecting the right media.

- ❑ Make sure the correct paper type is set in the printer driver.
(→ *MultiPASS Suite Software User's Guide*)



Some colours are impossible to match exactly, though the MultiPASS C70 is designed to come as close as possible.

Colours are missing.

The BJ cartridge print head may need cleaning.

- ❑ Clean the BJ cartridge print head. (→ p. 12-17)

Colours in a line are uneven or different from previous lines.

The print settings may not be the best for the images you are printing.

- ❑ If you are printing high density colour graphics on plain paper, change the Media Type setting from Plain Paper to Coated Paper.
(→ *MultiPASS Suite Software User's Guide*)
- ❑ Be sure to experiment with different settings and different types of paper.

Hue changes.

The nozzles on the BJ cartridge print head may be clogged.

- ❑ Print the nozzle check pattern to check the BJ cartridge print head (→ p. 12-15). Perform the BJ cartridge print head cleaning procedure if necessary. (→ p. 12-17)

A BJ tank may be empty.

- ❑ Replace empty BJ tanks as necessary. (→ p. 12-26)

Blue looks like purple.

Blue prints out as purple because of the difference in colour technology used by the screen and the MultiPASS C70; the screen uses RGB (Red, Green, Blue) colour and the MultiPASS C70 uses CMYK (Cyan, Magenta, Yellow, Black) colour. Due to the technology differences, when cyan and magenta are mixed together, blue prints dark blue or purple compared to the screen.

- ❑ Within the MultiPASS printer driver, selecting a matching process in the Color dialog box will result in a lighter blue. If you are not using screen matching, decreasing the amount of magenta by 30% produces a royal blue. (→ *MultiPASS Suite Software User's Guide*)
- ❑ If you are just looking for a nice blue colour, try cyan. It prints beautifully and fast, and is available in almost all applications that support colour. (→ *MultiPASS Suite Software User's Guide*)

Colour images are missing some detail.

Check to see if your MultiPASS printer driver is set to Plain Paper, Color Mode, and Halftoning=Diffusion.

- ❑ If so, change the Media Type setting from Plain Paper to Coated Paper. (→ *MultiPASS Suite Software User's Guide*)

General Problems

The MultiPASS C70 has no power.

The power cord may not be plugged in securely.

- ❑ Check that the power cord is plugged securely into the unit and into the wall outlet (→ p. 2-20). If the unit is plugged into a power strip, make sure the power strip is plugged in and turned on.

The power cord may not be supplying power.

- ❑ Check the power cord by substituting another, or by using a voltmeter to test it for continuity.

The MultiPASS C70 will not print reports.

The MultiPASS C70 may have the BC-21e Colour BJ cartridge installed, and its black BJ tank may be empty.

- ❑ Replace the black BJ tank. (→ p. 12-26)

The MultiPASS C70 may have the optional BC-22e Photo BJ cartridge installed.

- ❑ The MultiPASS C70 cannot print reports while the optional BC-22e Photo BJ cartridge is installed. Replace the BJ cartridge with the BX-20 Black or BC-21e Colour BJ cartridge. (→ p. 12-19)

Nothing appears in the LCD display.

The power cord may not be plugged in securely.

- ❑ Check that the power cord is plugged securely into the unit and into the wall outlet (→ p. 2-20). If the unit is plugged into a power strip, make sure the power strip is plugged in and turned on. If the display remains blank, unplug the MultiPASS C70, wait five seconds, then plug it in again.

If a Power Cut Occurs

If power is suddenly lost due to an outage or accidental unplugging, a built-in battery retains the user data settings and the speed dialling settings. However, any sent or received documents stored in memory will be lost.

During a power cut, functions are limited as follows:

- ☐ You cannot make telephone calls.
- ☐ You cannot send, receive, or copy documents.
- ☐ You can only use the MultiPASS C70 to receive telephone calls if you connected the handset, a telephone, or an extension phone to your unit.

When power is restored to the MultiPASS C70, the unit will automatically print out a list of documents that were stored in memory at the time of the power cut.

27/12 2000 17:23 FAX 123 4567		CANON		001	
***** *** MEMORY CLEAR REPORT *** *****					
MEMORY FILES DELETED					
TX/RX NO	MODE	CONNECTION TEL/ID	PGS.	SET TIME	
0023	B'CAST	[01]Canon CANADA	3	27/12 16:03	
		[05]Canon OPTICS			
0024	TRANSMIT COL	* 32]Canon UK	1	27/12 16:08	



Note

If there is no paper in the multi-purpose tray when power is restored, the LCD displays **LOAD PAPER**. If this happens, press **Resume** to return to standby mode. (The Memory Clear Report will not be printed.)

Chapter 14

Summary of Settings

This chapter contains comprehensive tables of all the settings you can perform from the operation panel of your MultiPASS C70.

❑ The MultiPASS C70 Settings	14-2
❑ Understanding the Menu System	14-3
• Summary of Menus	14-3
❑ User Settings.....	14-5
• Accessing the User Settings Menu	14-5
• User Settings Menu.....	14-6
❑ Report Settings	14-7
• Accessing the Report Settings Menu.....	14-7
• Report Settings Menu.....	14-8
❑ TX (Transmission) Settings.....	14-9
• Accessing the TX Settings Menu	14-9
• TX Settings Menu.....	14-10
❑ RX (Reception) Settings.....	14-11
• Accessing the RX Settings Menu	14-11
• RX Settings Menu.....	14-12
❑ Printer Settings.....	14-13
• Accessing the Printer Settings Menu	14-13
• Printer Settings Menu.....	14-14
❑ System Settings	14-15
• Accessing the System Settings Menu.....	14-15
• System Settings Menu	14-16

The MultiPASS C70 Settings

To customise the MultiPASS C70 to your particular needs, you can adjust the general operation, sending, receiving, printing, system settings, and speed dialling settings. There are two methods of adjusting these settings:

Method 1: Using the MultiPASS C70 operation panel

You can adjust settings directly via the operation panel of the MultiPASS C70. Detailed instructions are described in this guide. Adjusting settings through the operation panel is convenient when you do not have your MultiPASS C70 connected to a PC.

Method 2: Using the MultiPASS Desktop Manager

You can adjust settings using the MultiPASS Desktop Manager software included with your MultiPASS C70. For detailed instructions refer to the *MultiPASS Suite Software User's Guide*.

Before adjusting any settings, decide whether you prefer to make changes from the operation panel or from the MultiPASS Desktop Manager. Using both—the operation panel and the MultiPASS Desktop Manager—may cause confusion. Changes made to settings through the operation panel will not be displayed in the MultiPASS Desktop Manager, and changes made in the MultiPASS Desktop Manager will override any corresponding settings made through the operation panel.



Note

If your MultiPASS C70 is connected to a PC, we recommend using the MultiPASS Desktop Manager to adjust any settings.

Understanding the Menu System

The MultiPASS C70 menu system allows you to customise the way your unit operates. The menu system consists of six menus, each containing settings that control different functions of your MultiPASS C70. This chapter outlines the various menus and shows you how to use them.



Note

- ❑ The factory default settings in the following tables are shown in **bold** type.
- ❑ If your MultiPASS C70 is connected to a PC, we recommend you use the MultiPASS Desktop Manager to adjust any settings.
(→ *MultiPASS Suite Software User's Guide*)

Summary of Menus

Here is a summary of the menus.

A menu system, accessed with the **Data Registration** button, allows you to register important information and set up different features. Here we will give a brief overview of these menus and then describe how to access each one individually.

❑ USER SETTINGS (→ pp. 14-5, 14-6)

The settings in this menu include date and time setup, registration for the sender information printed at the top of every page you send, and other important settings that control the operating environment of your MultiPASS C70. Adjust the settings in this menu when you set up your MultiPASS C70 for the first time. You will rarely need to change them thereafter.

❑ REPORT SETTINGS (→ pp. 14-7, 14-8)

The settings under this menu allow you to select different options for printing transaction and activity reports. For example, you can select which transaction report you want printed automatically, and how you want it to be printed out. Reports allow you to keep track of transactions performed with your MultiPASS C70.

❑ **TX (Transmission) SETTINGS (→ pp. 14-9, 14-10)**

Use these settings to customise how the MultiPASS C70 sends documents. With these settings you can turn Error Correction Mode (ECM) on and off, set the pause time, and set up redialling and other features.

❑ **RX (Reception) SETTINGS (→ pp. 14-11, 14-12)**

Use these settings to customise how the MultiPASS C70 receives documents. These settings are important because they determine how the unit operates when it receives a document.

❑ **PRINTER SETTINGS (→ pp. 14-13, 14-14)**

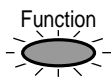
Use these settings to set how the MultiPASS C70 prints documents. These features include specifying a paper size for the multi-purpose tray, reducing the size of received documents, and selecting economy print.

❑ **SYSTEM SETTINGS (→ pp. 14-15, 14-16)**

Use these settings to set up important defaults such as the format in which the date is displayed, selecting the language for the LCD display, and sending and receiving start speeds.

User Settings

Accessing the User Settings Menu



1. Press **Function**.



2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



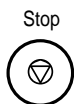
4. Press **Set** again.

DATE & TIME

5. Refer to the table on the following page and follow these guidelines to select and register settings:
 - ☐ Use **V** or **^** to move through the settings.
 - ☐ To register a setting or access sub-settings, press **Set**.
 - ☐ To return to a previous level, press **Data Registration**.



In order for your settings to be registered, be sure to press **Set** after making a selection or entering information.



6. When you have finished changing settings, press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

User Settings Menu

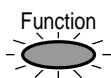
Name	Description	Settings
DATE & TIME	Set the date using the numeric buttons. Set the time (24-hour clock) using the numeric buttons.	—
UNIT TELEPHONE #	Enter your fax/telephone number using the numeric buttons (up to 20 digits).	—
UNIT NAME	Enter your name or company name you want to appear at the top of each fax page you send (up to 24 characters).	—
TX TERMINAL ID	Set the TTI POSITION and TELEPHONE # MARK features.	ON/OFF
TTI POSITION	Select the position for the identification header (TTI) that appears on every page you send.* OUTSIDE IMAGE: Position the TTI outside the image area. INSIDE IMAGE: Position the TTI inside the image area.	OUTSIDE IMAGE/ INSIDE IMAGE
TELEPHONE # MARK	Select the prefix for the number.	FAX/TEL
SCAN CONTRAST	Select the contrast of the reproduction. DARKER: Select for light originals. LIGHTER: Select for dark originals.	STANDARD/ DARKER/ LIGHTER
OFFHOOK ALARM	Enable/disable the off hook alarm. The alarm alerts you that the handset or the handset of the telephone or extension phone is off hook.	ON/OFF
VOLUME CONTROL	Select the audio level of the following sounds:	—
CALLING VOLUME	Select the volume of the ring produced when the MultiPASS C70 detects a voice call.	1/2/3
KEYPAD VOLUME	Select the volume of the keypad touch beep. (For no sound, select "0".)	0/1/2/3
ALARM VOLUME	Select the volume of the error alarm sound. (For no sound, select "0".)	0/1/2/3
LINE MONITOR VOL	Select the volume of the line monitor (sound during dialling). (For no sound, select "0".)	0/1/2/3
RX CALL LEVEL	Select the volume of incoming calls.	HIGH/STANDARD
TEL LINE TYPE	Select the dialling method the MultiPASS C70 uses to match the telephone line type you have.	TOUCH TONE/ ROTARY PULSE
R-KEY SETTING	Select PBX if your MultiPASS C70 is connected through a switchboard (PBX). (→ p. 9-2) If you select PBX, select the PBX type. You can select from HOOKING, EARTH CONNECTION, and PREFIX.	PSTN/PBX

(Default settings are shown in **bold** type.)

*Can only be adjusted for black & white transmissions. For colour transmissions, the TTI information is positioned inside the image area.

Report Settings

Accessing the Report Settings Menu



1. Press **Function**.



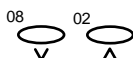
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



4. Use **V** or **^** to select REPORT SETTINGS.

REPORT SETTINGS



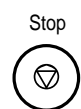
5. Press **Set**.

TX REPORT

6. Refer to the table on the following page and follow these guidelines to select and register settings:
 - ☐ Use **V** or **^** to move through the settings.
 - ☐ To register a setting or access sub-settings, press **Set**.
 - ☐ To return to a previous level, press **Data Registration**.



In order for your settings to be registered, be sure to press **Set** after making a selection or entering information.



7. When you have finished changing settings, press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

Report Settings Menu

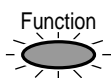
Name	Description	Settings
TX REPORT	Enable/disable automatic printing of the transmission report. PRINT ERROR ONLY: Prints the transmission report only when a transmission error occurs. OUTPUT YES: Prints the transmission report every time you send a document. OUTPUT NO: Turns off the transmission report feature.	PRINT ERROR ONLY/ OUTPUT YES/ OUTPUT NO
PRINT WITH IMAGE	If you choose OUTPUT YES or PRINT ERROR ONLY, enable/disable printing of the first page of the fax with the transmission report.*	ON/OFF
RX REPORT	Enable/disable automatic printing of the reception report. PRINT ERROR ONLY: Prints the reception report only when a reception error occurs. OUTPUT YES: Prints the reception report every time you receive a document. OUTPUT NO: Turns off the reception report feature.	PRINT ERROR ONLY/ OUTPUT YES/ OUTPUT NO
ACTIVITY REPORT	Set the AUTO PRINT setting for the activity report feature.	—
AUTO PRINT	Enable/disable automatic printing of the activity report after every 20 transactions.	ON/OFF

(Default settings are shown in **bold** type.)

*The TX Report cannot be printed with the first page of a colour fax. The message "The color fax image is not printed on this report." will print instead.

TX (Transmission) Settings

Accessing the TX Settings Menu



1. Press **Function**.



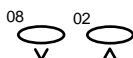
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



4. Use **V** or **^** to select TX SETTINGS.

TX SETTINGS



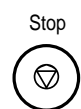
5. Press **Set**.

ECM TX

6. Refer to the table on the following page and follow these guidelines to select and register settings:
 - ☐ Use **V** or **^** to move through the settings.
 - ☐ To register a setting or access sub-settings, press **Set**.
 - ☐ To return to a previous level, press **Data Registration**.



In order for your settings to be registered, be sure to press **Set** after making a selection or entering information.



7. When you have finished changing settings, press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

TX Settings Menu

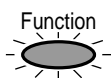
Name	Description	Settings
ECM TX	Enable/disable Error Correction Mode (ECM) during transmission.	ON/OFF
MID PAUSE SET	Select the length of the pause entered between numbers with the ○● (Redial)/ Pause button.	2 SEC (1 to 15)
AUTO REDIAL	Select whether the MultiPASS C70 redials if the other party's line is busy on the first attempt.	ON/OFF
REDIAL TIMES	Select the number of redial attempts.	2 TIMES (1 to 2)*
REDIAL INTERVAL	Select the period of time between redial attempts.	2 MIN. (1 to 99)
TIME OUT	Enable/disable the TIME OUT feature. ON: Scanning starts 10 seconds after the last number is entered when sending to multiple destinations (five seconds if only sending to one destination). OFF: After entering the last number, press the Start/Scan button, or else the MultiPASS C70 will return to standby mode after 60 seconds.	ON/OFF

(Default settings are shown in **bold** type.)

*New Zealand: 1 to 5.

RX (Reception) Settings

Accessing the RX Settings Menu



1. Press **Function**.



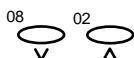
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



4. Use **V** or **^** to select RX SETTINGS.

RX SETTINGS



5. Press **Set**.

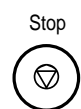
ECM RX

6. Refer to the table on the following page and follow these guidelines to select and register settings:
 - ☐ Use **V** or **^** to move through the settings.
 - ☐ To register a setting or access sub-settings, press **Set**.
 - ☐ To return to a previous level, press **Data Registration**.



Note

In order for your settings to be registered, be sure to press **Set** after making a selection or entering information.



7. When you have finished changing settings, press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

RX Settings Menu

Name	Description	Settings
ECM RX	Enable/disable Error Correction Mode (ECM) during reception.	ON/OFF
RX MODE	Select the receive mode. Refer to Chapter 8, <i>Receiving Faxes</i> , for details on setting the receive mode. If you select FAX/TEL AUTO SW, you can select sub-settings. For details on these sub-settings, refer to page 8-10.	FAX ONLY MODE/ FAX/TEL AUTO SW/ NET SWITCH
INCOMING RING	When the MultiPASS C70 is set to FAX ONLY MODE, enable/disable ringing when the MultiPASS C70 receives a call.* Select the number of incoming rings before the MultiPASS C70 answers.	ON/OFF 2 TIMES (1 to 99)**
MAN/AUTO SWITCH	When the MultiPASS C70 is in MANUAL MODE, determine if the MultiPASS C70 switches to fax receive mode after it rings for a specified time. If you select ON, select the length of time the MultiPASS C70 rings before switching to fax receive mode.	ON/OFF 15 SEC (1 to 99)
REMOTE RX	Enable/disable remote receiving. If you select ON, select the remote receiving ID.	ON/OFF 25 (00 to 99)
MEMORY RX	Enable/disable memory receiving of a document.	ON/OFF
COLOR RX	Enable/disable colour fax reception.	ON/OFF

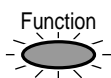
(Default settings are shown in **bold** type.)

* Even if you have set INCOMING RING to ON, the MultiPASS C70 will only ring if you have connected the handset, a telephone, or an extension phone to your unit.

** New Zealand: 1 to 5.

Printer Settings

Accessing the Printer Settings Menu



1. Press **Function**.



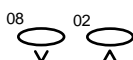
2. Press **Data Registration**.

DATA REGISTRATION



3. Press **Set**.

USER SETTINGS



4. Use **V** or **^** to select **PRINTER SETTINGS**.

PRINTER SETTINGS



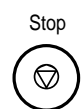
5. Press **Set**.

RX REDUCTION

6. Refer to the table on the following page and follow these guidelines to select and register settings:
 - ☐ Use **V** or **^** to move through the settings.
 - ☐ To register a setting or access sub-settings, press **Set**.
 - ☐ To return to a previous level, press **Data Registration**.



In order for your settings to be registered, be sure to press **Set** after making a selection or entering information.



7. When you have finished changing settings, press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

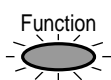
Printer Settings Menu

<i>Name</i>	<i>Description</i>	<i>Settings</i>
RX REDUCTION	Enable/disable reduction of faxes to fit on the recording paper.	ON/OFF
REDUCE DIMENSION	Select the direction of the reduction.	VERTICAL ONLY/ HORIZ & VERTICAL
PAPER SIZE	Select the size of the paper loaded in the multi-purpose tray.	A4/LTR/LGL
ECONOMY PRT	Enable/disable economy printing for black & white printing. By enabling this setting, ink consumption can be decreased, resulting in a longer effective cartridge life.	OFF/ON
COLOR COPY MEDIA	Select the paper type when printing or copying in colour.	PLAIN PAPER/ HIGH RES. PAPER
BOTTOM MARGIN	Select the length of the lower margin for colour printing, colour copying, and printing of received colour faxes. NORMAL: The bottom margin is longer than the bottom margin of a black & white printed page (21 mm). SMALLER: The bottom margin is the same length as the bottom margin of a black & white printed page (7 mm).	NORMAL/ SMALLER

(Default settings are shown in **bold** type.)

System Settings

Accessing the System Settings Menu



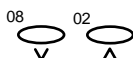
1. Press **Function**.



2. Press **Data Registration**.



3. Press **Set**.



4. Use **V** or **^** to select **SYSTEM SETTINGS**.



5. Press **Set**.

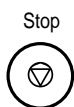


6. Refer to the table on the following page and follow these guidelines to select and register settings:

- ☐ Use **V** or **^** to move through the settings.
- ☐ To register a setting or access sub-settings, press **Set**.
- ☐ To return to a previous level, press **Data Registration**.



In order for your settings to be registered, be sure to press **Set** after making a selection or entering information.



7. When you have finished changing settings, press **Stop** to return to standby mode.

Ex: 15:00 FaxOnly

System Settings Menu

Name	Description	Settings
UN/LOCK PHONE	Select if operation of the MultiPASS C70 to make calls and send faxes is restricted.	
PASSWORD	Register a password to restrict access to the LOCK PHONE setting.	0000 to 9999
LOCK PHONE	Restrict or enable the ability to make calls or send faxes.	OFF/ON
DATE SETUP	Select the date format displayed in the LCD display and printed on faxes you send.	DD/MM YYYY YYYY MM/DD MM/DD/YYYY
DISPLAY LANGUAGE	Select the language of the LCD display messages.	ENGLISH/ FRENCH/ SPANISH/ GERMAN/ ITALIAN/ DUTCH/ FINNISH/ PORTUGUESE/ NORWEGIAN/ SWEDISH/ DANISH/ SLOVENE/ CZECH/ HUNGARIAN
TX START SPEED	Select the speed at which the MultiPASS C70 starts transmitting. Select a lower speed if you have difficulties connecting over long distance or noisy lines.	14400bps/ 9600bps/ 7200bps/ 4800bps/ 2400bps
RX START SPEED	Select the speed at which the MultiPASS C70 starts receiving. Select a lower speed if you have difficulties connecting over long distance or noisy lines.	14400bps/ 9600bps/ 7200bps/ 4800bps/ 2400bps

(Default settings are shown in **bold** type.)

Appendix A

Specifications

The specifications for the MultiPASS C70 are listed in this section.

❑ General Specifications.....	A-2
❑ Facsimile	A-4
❑ Copier	A-6
❑ Telephone.....	A-7
❑ Printer.....	A-8
❑ BJ Cartridges	A-12
❑ Scanner	A-13
❑ MultiPASS Desktop Manager for Windows®	A-17

General Specifications

Power Source

200–240 V/60 Hz

Power Consumption

Approx. 46.2 W (Maximum)

Approx. 6.9 W (Standby)

Dimensions (W × D × H)

367 × 340 × 209 mm

(Main unit, no tray, no handset.)

453 × 606 × 277 mm

(Main unit, including tray and handset.)

Weight

Approx. 5.4 kg

Environmental Conditions

Temperature: 10°–32.5°C

Humidity: 20%–85%

Liquid Crystal Display (LCD)

16 × 1

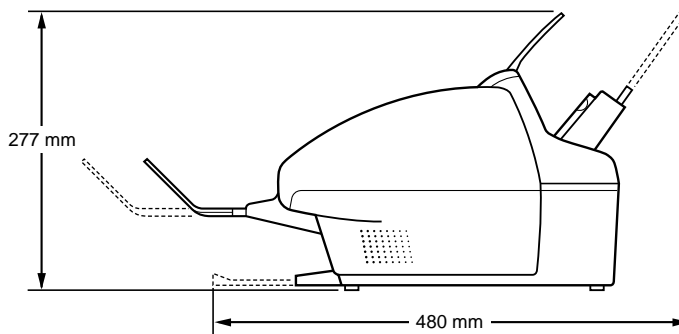
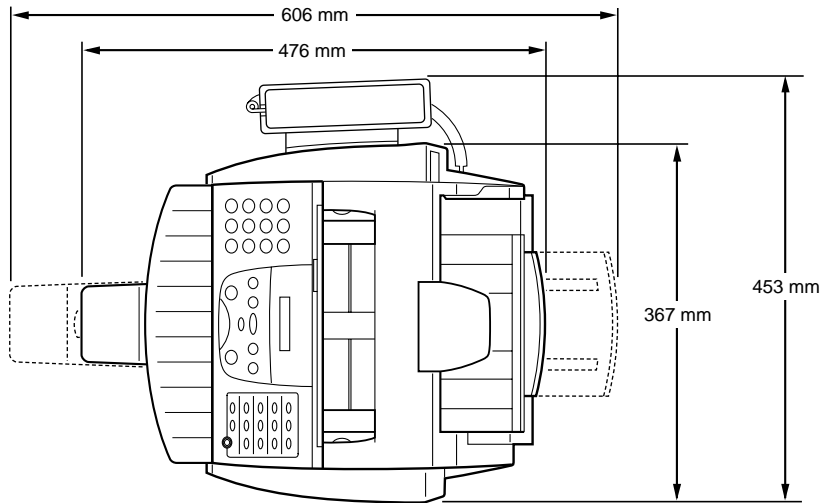
Display Languages

English/French/Spanish/German/Italian/Dutch/Finnish/Portuguese/
Norwegian/Swedish/Danish/Slovene/Czech/Hungarian

Applicable standards

- Electrical safety: GS, FIMKO
- Radiation: CISPR Pub 22 Class B
- PTT
- Energy Star compliant

Space Requirements



Facsimile

Applicable Line

Public Switched Telephone Network (PSTN)

Compatibility

G3

Data compressing system

MH, MR, MMR, JBIG, JPEG

Modem Type

Fax modem

Modem speed

14400/9600/7200/4800/2400 bps

Automatic fallback

Transmission Speed—Black & white

Approx. 6 seconds/page* at 14.4 Kbps,
ECM-MMR, transmitting from memory

Transmission Speed—Colour

Approx. 2 minutes/page** at 14.4 Kbps,
ECM-JPEG, transmitting from memory

Transmission/Reception Memory

1.3 MB DRAM, MR storage

Up to 42 pages*

Up to 30 documents

LCD displays memory used

Uses direct transmission when memory full

Fax Scanning Speed

5.8 seconds/page*

* Based on Canon FAX Standard Chart No. 1, standard mode.

** Based on Canon Colour Chart, standard mode.

Automatic Document Feeder (ADF)

20 sheets, A4 or letter size*

10 sheets, legal size*

Fax Resolution—Black & white:

Standard mode: 8 pels/mm \times 3.85 lines/mm

Fine mode: 8 pels/mm \times 7.7 lines/mm

Photo mode: 8 pels/mm \times 7.7 lines/mm with halftones

Fax Resolution—Colour

Standard mode: 200 \times 200 dpi

Fine mode: 200 \times 200 dpi

Fax Printing Speed

Black & white: Approx. 3 pages/minute**

Colour: Approx. 3 minutes/page***

Dialling

Automatic dialling: One-touch speed dialling (12 destinations)

Coded speed dialling (100 destinations)

Group dialling (Maximum: 111 destinations)

Regular dialling (with numeric buttons)

Automatic redialling

Manual redialling

Pause button

D.T. button

* 75 g/m² paper

** Based on Canon FAX Standard Chart No. 1, standard mode.

*** Based on Canon Colour Chart, standard mode.

Networking

Sequential broadcast: Up to 113 destinations

Automatic receiving

Non-ring reception

Deactivate ECM

Network Switch

Report/Reference

Activity report (up to 20 transactions)

Non-delivery report

TTI (Transmitter Terminal Identification)

Ink Saver

Economy mode for printing received black & white faxes extends cartridge life.

Copier

Scanning Resolution

B&W TEXT: 360 × 360 dpi

B&W PHOTO: 360 × 360 dpi with halftone

COLOR DRAFT: 360 × 360 dpi, full colour

COLOR FINE: 360 × 360 dpi, full colour

COLOR SNAPSHOT: 360 × 360 dpi, full colour

Black & white direct copy: 360 × 360 dpi

Black & white memory copy: 8 pels/mm × 7.7 lines/mm

Printing Resolution

360 × 360 dpi

Default Size

100%

Reduction Sizes

70%/80%/90%

Copy Speed

Black & white copy

A4 size: Up to 3.1 pages/minute

Colour copy

COLOR DRAFT mode, A4 size: Approx. 3 minutes

COLOR FINE mode, A4 size: Approx. 9 minutes

COLOR SNAPSHOT (102 × 152 mm): Approx. 3 minutes, 50 seconds

Multiple Copies

Up to 99 copies of a black & white document

1 copy of a colour document

Telephone

Automatic Fax/Tel switchover

Handset/Telephone connection

Answering machine connection (CNG detecting signal)

Extension phone/Data modem connection

Remote reception by telephone

Remote receiving ID (Default): 25

Tone/+ button

Pause button

D.T. button

Network Switch

Printer

Printing Method

Bubble Jet ink on-demand

Paper Handling

Automatic feed

Multi-Purpose Tray Capacity — Auto Feed Only

Maximum thickness of stacked paper: 10 mm

Plain paper: Approx. 100 sheets* (10 mm stack)
(A4/Letter/Legal)

Glossy photo paper: 1 sheet

Banner paper: 1 sheet (2 to 6 long)

High resolution paper: Approx. 10 sheets

Bubble Jet paper: Approx. 100 sheets (10 mm stack)

Fabric sheets: 1 sheet

Transparencies: 50 sheets

Back print film: 10 sheets

High gloss film: 1 sheet

Envelopes: 10 envelopes

(European DL or
U.S. Commercial No. 10)

Paper Size

A4 paper: 210 × 297 mm (8.27 × 11.69 in.)

Letter paper: 215.9 × 279.4 mm (8.5 × 11 in.)

Legal paper: 215.9 × 355.6 mm (8.5 × 14 in.)

Banner paper: 210 × Max. 1800 mm

European DL envelope: 220 × 110 mm (8.66 × 4.33 in.)

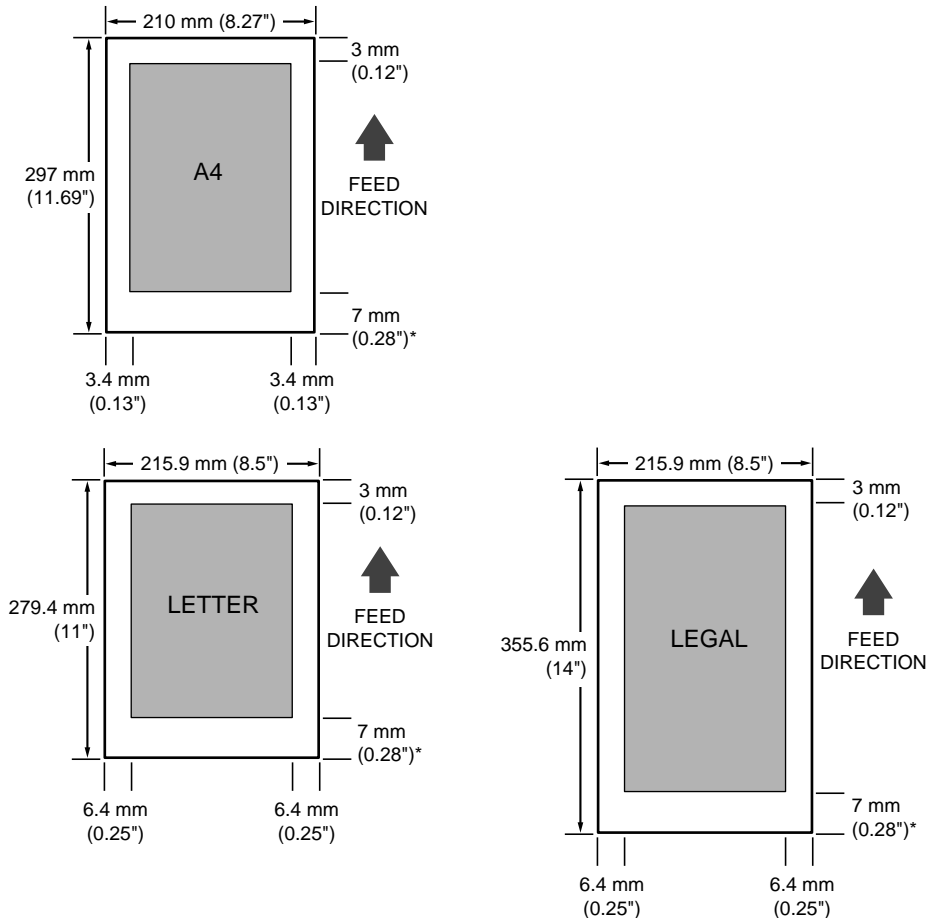
U.S. Commercial
No. 10 envelope: 241.3 × 104.1 mm (9.5 × 4.1 in.)

*75 g/m² paper

Media Type	Recommended
Glossy photo paper:	Canon Glossy Photo Paper GP-201
Banner paper:	Canon Banner Paper
High resolution paper:	Canon High Resolution Paper HR-101
Bubble Jet paper:	Canon Bubble Jet Paper (water resistant) LC-301
Fabric sheets:	Fabric Sheet FS-101 for Canon Bubble Jet printers
Transparencies:	Canon CF-102 Transparencies
Back print film:	Canon Back Print Film BF-102
High gloss film:	Canon High Gloss Film HG-101
Envelopes:	European DL Commercial No. 10
Assortment:	Assorted Paper Starter Kit SK-102
Paper Weight	
64 to 105 g/m ²	
Print Speed	
BC-21e Colour BJ Cartridge	
Draft mode:	Approx. 2 pages/minute
Standard mode:	Approx. 1.5 pages/minute
BX-20 Black BJ Cartridge	
Draft mode:	Approx. 510 cps/10 cpi
Standard mode:	Approx. 360 cps/10 cpi
Print Width	
Maximum 203.2 mm	
Resolution	
Colour: 720 × 360 dpi	
Black: 720 × 360 dpi (with Smoothing)	

Printable Area—Papers

The shaded portion in the following illustrations shows the printing area for papers:

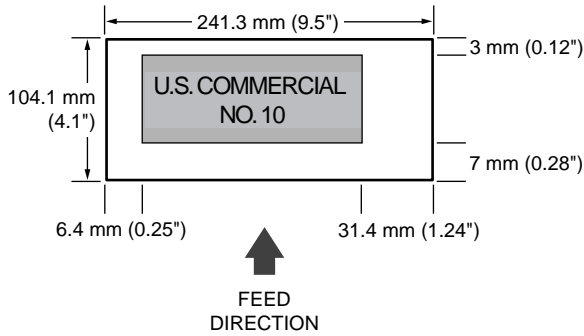
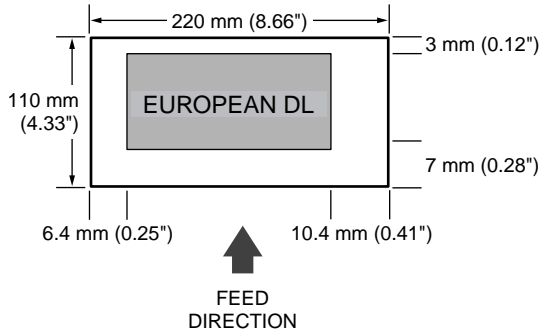


*The length of the lower margin varies depending on the printing conditions:

- 7 mm (0.28") for monochrome printing when not using the printer driver (4 mm/0.16" when printing from memory).
- 16 mm (0.63") for monochrome and colour printing when using the printer driver.
- 21 mm (0.83") for colour copying and printing of received colour faxes.

Printable Area—Envelopes

The shaded portion in the following illustrations show the printing area for envelopes:



BJ Cartridges

BC-21e Colour BJ Cartridge

Print head:	64 nozzles for black 24 nozzles for each colour (cyan, magenta, yellow)
Print head life:	Approx. 2,000 colour pages at 30% coverage.
BJ tanks:	BCI-21 Colour (cyan, magenta, yellow) BCI-21 Black
Ink colour:	Black, cyan, magenta, yellow
Cartridge yield:	Approx. 80 pages*

BX-20 Black BJ Cartridge

Print head:	128 nozzles
Ink colour:	Black
Cartridge yield:	Approx. 1000 pages**

BC-22e Photo BJ Cartridge

Print head:	64 nozzles for black 24 nozzles for each colour (cyan, magenta, yellow)
Ink colour:	Black, cyan, magenta, yellow
Cartridge yield:	Approx. 22 pages***

* At 7.5% coverage

** Based on Canon FAX Standard Chart No. 1.

*** Based on Canon Standard Pattern Chart.

Scanner

Scanning Method

Solid-state electronic scanning by contact image sensor

Scanning image processing

UHQ™ (Ultra High Quality) image enhancement

Halftones: 256 levels of grey

Colour: 16,777,216 colours

Automatic Document Feeder (ADF)

Automatic document feed:

Size (W × L): Maximum: 216 mm × Approx. 1 m

Minimum: 210 × 148 mm

Quantity:* Up to 20 A4-size, 20 letter-size
10 legal-size sheets

Thickness: 0.08–0.13 mm

Weight: 75–90 g/m²

Manual document feed

Size (W × L): Maximum: 216 mm × Approx. 1 m

Minimum: 80 × 45 mm

Quantity: 1 sheet

Thickness: 0.08–0.43 mm

Weight: 90–340 g/m²

Resolution

Optical: 300 dpi × 600 dpi

Enhanced: 30–600 dpi (set from within application)

Effective Scanning Width

214 mm

Compatibility

TWAIN

* 75 g/m² paper

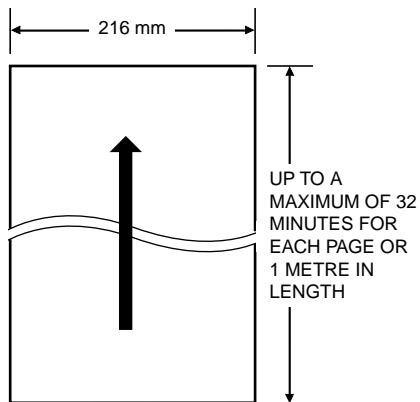
Scanning speed

B&W Text (30–150 dpi):	5.8 seconds/page
B&W Text (151–300 dpi):	11.6 seconds/page
B&W Text (301–600 dpi):	23.2 seconds/page
Greyscale (30–150 dpi):	5.8 seconds/page
Greyscale (151–300 dpi):	11.6 seconds/page
Greyscale (301–600 dpi):	23.2 seconds/page
Colour (30–150 dpi):	17.4 seconds/page
Colour (151–300 dpi):	34.7 seconds/page
Colour (301–600 dpi):	69.5 seconds/page

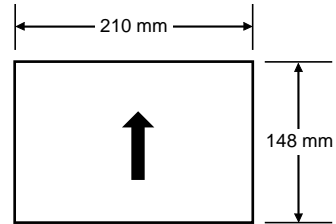
Document Sizes

When the document feed lever is set to Automatic document feed

Maximum Document Size



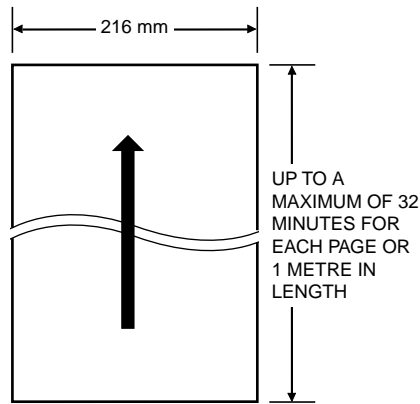
Minimum Document Size



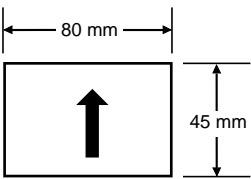
When the document feed lever is set to Manual document feed

Note that the scanning length may be shorter than the length of the actual document.

Maximum Document Size

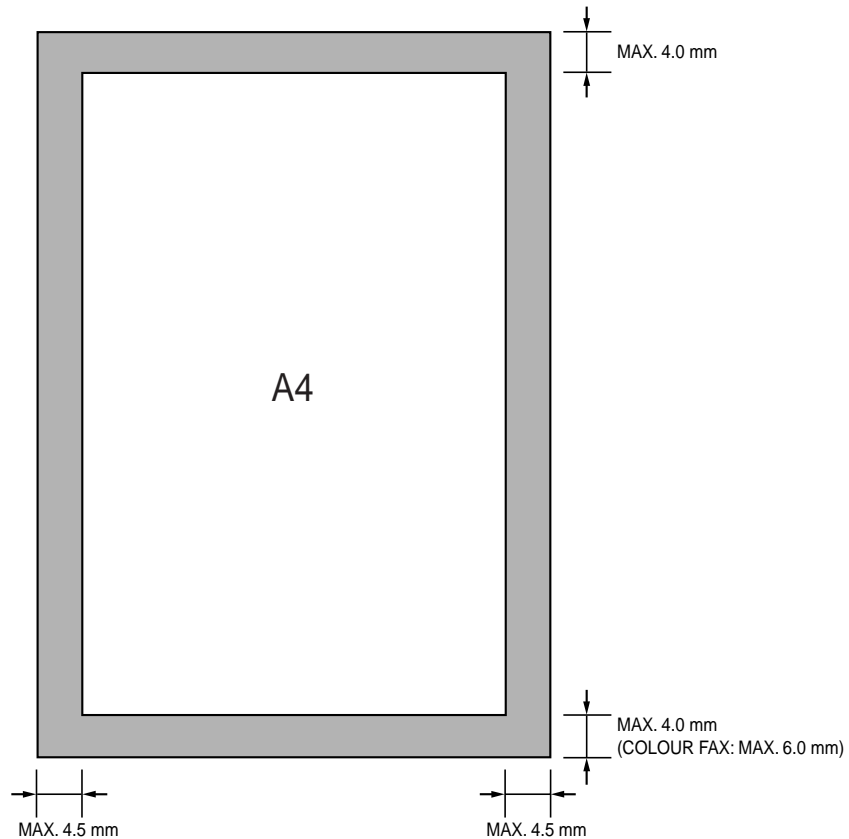


Minimum Document Size



Scanned Image

The shaded area in the illustration below is outside the MultiPASS C70's scanning area. Make sure your document's text and graphics do not extend into these margins.



MultiPASS Desktop Manager for Windows®

System Requirements

IBM® or compatible computer with a Pentium 90 processor or higher. An Intel Pentium processor is recommended.

Microsoft Windows® 95, 98, or NT 4.0

For Microsoft Windows® NT 4.0, Service Pack 3 or later

32 megabytes (MB) of RAM. 64 MB of RAM is recommended.

60 megabytes (MB) of available hard disk space. 150 MB of available hard disk space is recommended.

CD-ROM drive, or access to one over a network connection

256-colour SVGA monitor or greater

Bi-directional shielded IEEE 1284-compatible parallel cable 2 metres in length or shorter. For assistance on purchasing the correct cable, contact your local authorised Canon dealer.

Software Package

Canon proprietary MultiPASS Desktop Manager for Windows®

MultiPASS Printer Driver

MultiPASS Fax Driver

Scan Driver (ScanGear for MultiPASS)

MultiPASS Service (Windows® NT only)

MultiPASS Status Monitor

Send Fax Manager

MultiPASS Toolbar

Appendix B

Handset

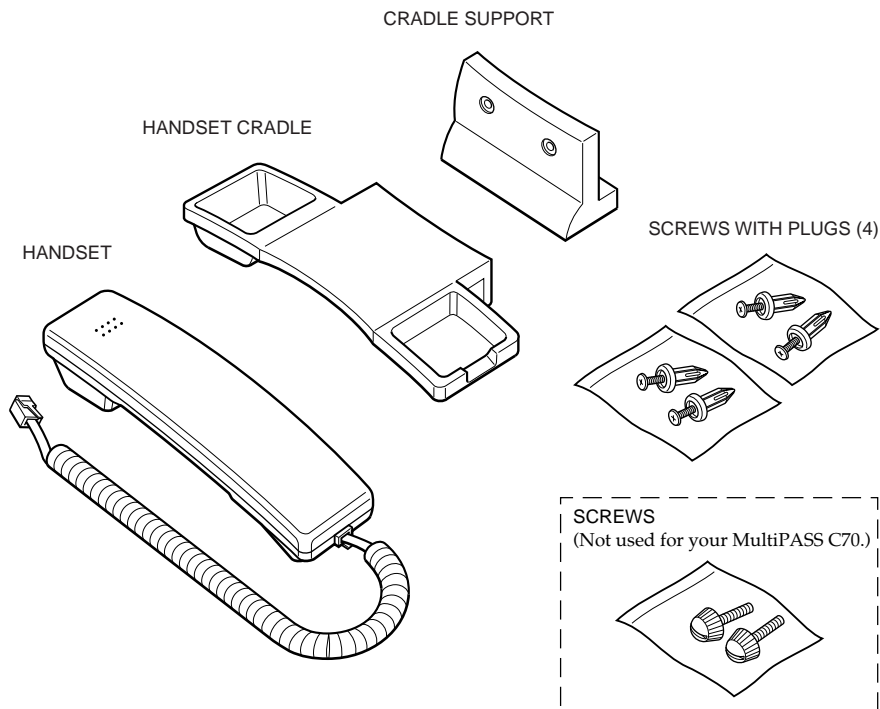
This section describes the handset and how to attach it to the MultiPASS C70.

- Handset.....B-2
 - Package Contents.....B-2
 - Attaching the Handset to Your MultiPASS C70.....B-3
 - Maintaining Your Handset.....B-9

Handset

Package Contents

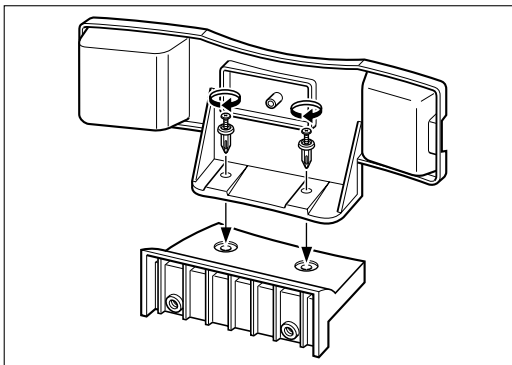
Make sure your package includes the following handset items. If anything is damaged or missing, notify your Canon dealer immediately.



Attaching the Handset to Your MultiPASS C70

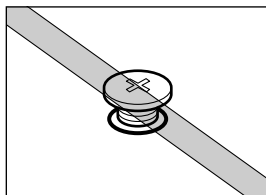
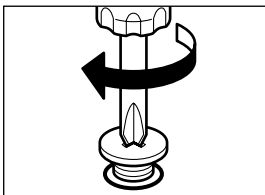
Follow these steps to attach the handset to your MultiPASS C70:

1. Use two of the screws to attach the handset cradle to the cradle support.
 - ☐ Push the screws in with your finger.

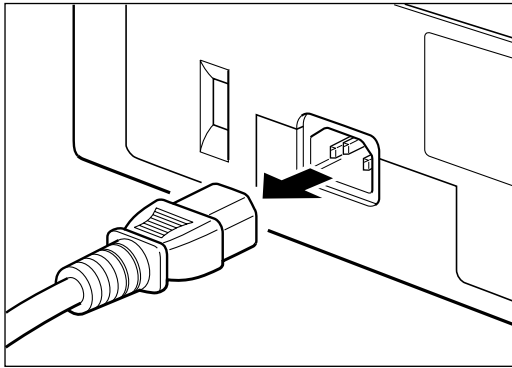


Note

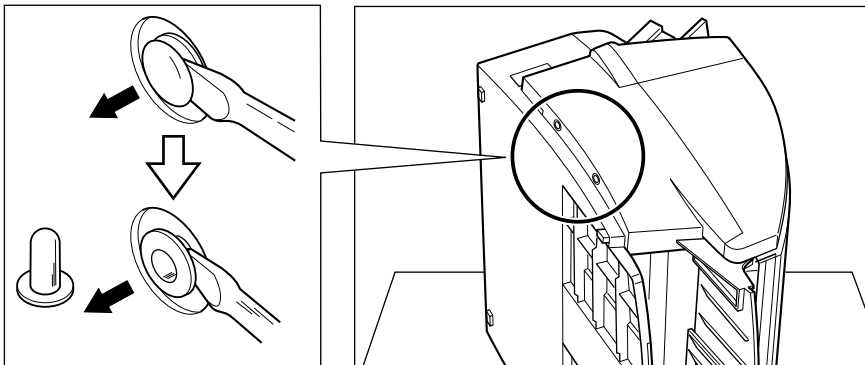
If you cannot push the screws in with your finger, screw them in with a phillips screwdriver. Make sure the screws are inserted all the way in and are not protruding.



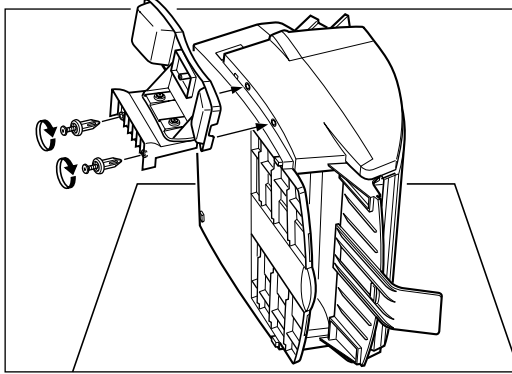
2. Before attaching the cradle support to the MultiPASS C70, you need to remove the BJ cartridge from the unit.
 - ❑ To remove the cartridge follow steps 1 to 5 on pages 12-19 to 12-22.
 - ❑ Store the BJ cartridge in the SB-21 BJ cartridge container provided with your MultiPASS C70.
3. Unplug the power cord from the power cord connector on the back of the MultiPASS C70.



4. Turn the MultiPASS C70 on its side and while supporting the unit, use a screwdriver to remove the two covers on the bottom of the unit.

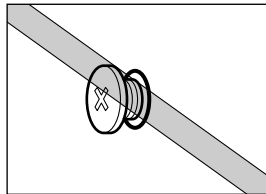
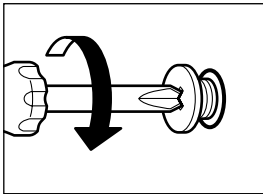


5. Support the unit and use the remaining two screws to attach the cradle support to the unit.
- ☐ Push the screws in with your finger.

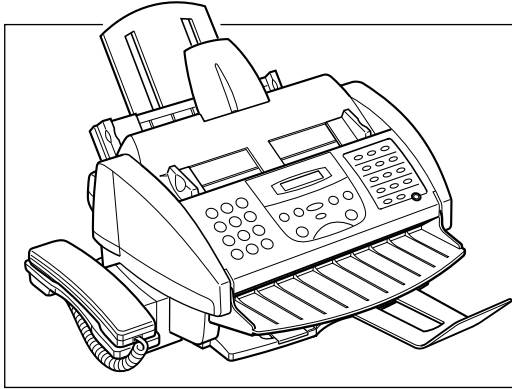


Note

- ☐ Make sure you support the MultiPASS C70 when inserting the screws.
- ☐ If you cannot push the screws in with your finger, screw them in with a phillips screwdriver. Make sure the screws are inserted all the way in and are not protruding.



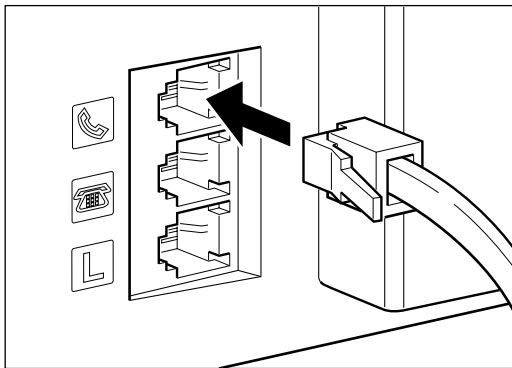
6. Return the MultiPASS C70 to its upright position and place the handset in its cradle.



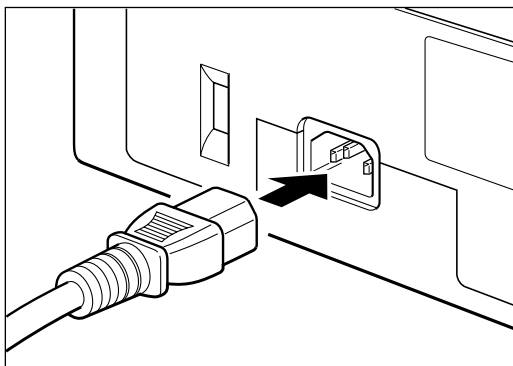
Note

Make sure the cradle support rests on the table top along with the MultiPASS C70.

7. Connect the line from the handset to the jack marked  on the side of the MultiPASS C70.



8. Plug the power cord back into the power cord connector on the back of the MultiPASS C70.

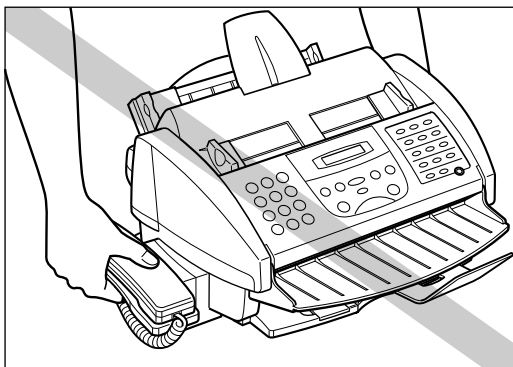


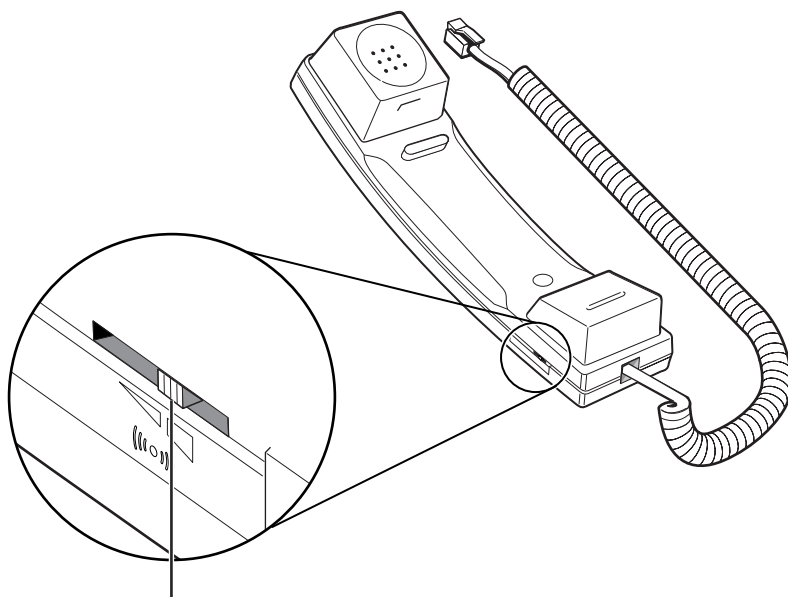
9. Install the BJ cartridge back in the cartridge holder inside the unit.
 - ❑ For details, refer to *Installing the BJ Cartridge in the MultiPASS C70*. (→ p. 2-31)



Note

When carrying the MultiPASS C70, do not lift it by the handset cradle as it may break.





RINGER SWITCH

Allows you to select the ring volume of the handset for incoming calls. Set to HI, LO, or OFF according to your preference.

Maintaining Your Handset

To maintain your handset in top working condition, be sure to follow these guidelines:

- ☐ Do not leave your handset exposed to direct sunlight.
- ☐ Do not install your handset in hot or humid conditions.
- ☐ Do not spray aerosol polishes on your handset as they may enter the holes on your handset and cause damage.
- ☐ Use a damp cloth to clean your handset.

A

AC

Alternating current. The type of electrical current available from a wall outlet.

Activity report

A journal of the MultiPASS C70's fax transactions, both sent and received.

Address Book

The MultiPASS Desktop Manager for Windows® provides you with an electronic Address Book that allows you to create a list of people with their fax/telephone numbers.

Application program

Software prepared for a specific function or set of functions. Examples include word-processing programs and the MultiPASS Desktop Manager. Developers who make application programs include drivers that support different types of printers.

Auto FAX/TEL switching

See *FAX/TEL switching*.

Automatic dialling

Dialling fax or telephone numbers by using a shortcut of pressing one or three buttons. To use automatic dialling, you must register the numbers. See also *One-touch speed dialling*, *Coded speed dialling*, *Group dialling*, and *Address Book*.

Automatic Document Feeder (ADF)

The device included in the MultiPASS C70 that automatically feeds the document being faxed, copied, or scanned into the MultiPASS C70.

Automatic image reduction

The MultiPASS C70 can print the date, time, name or company name, and a fax/telephone number at the top of the faxes it receives. To prevent this information from crowding the faxed image on the page and possibly lengthening the fax, the MultiPASS C70 automatically reduces the size of the image on the page.

Automatic redialling

When the receiving fax machine is busy, the MultiPASS C70 waits a specified time and then automatically redials the number. You define the number of times the unit redials and the length of time between redialling.

B**Bi-directional parallel interface port**

An interface connection that is capable of both sending and receiving. For example, when you print or send a fax from your PC, data goes from your PC to the MultiPASS C70; when you scan or receive a fax into your PC, data goes from the MultiPASS C70 to your PC.

BJ cartridge

The printing mechanism that contains the print head unit and ink(s).

BJ tank

The special type of ink container housed by the BJ cartridge. The BC-21e Colour BJ cartridge contains two BJ tanks: one colour—BCI-21 Colour (which includes cyan, magenta, yellow) and one black—BCI-21 Black.

bps

Bits per second. Refers to the speed with which a fax machine sends and receives data.

Broadcasting

Transmitting documents to more than one destination.

Bubble Jet (BJ) printing

An ink jet type printer that heats the ink to a boiling point in a nozzle to form a bubble. When the bubble expands, there is no room left in the nozzle for the ink and the ink is projected onto paper.

C

CCITT/ITU-TS

Formerly known as CCITT, Consultative Committee for International Telegraph and Telephone. CCITT has been replaced by the International Telecommunications Union-Telecommunications Sector (ITU-TS), a committee created to set international standards for telecommunications.

Centronics®

An interface standard for parallel data transmission. The interface on the MultiPASS C70 is a Centronics®-type parallel interface.

CNG

Calling Tone. This is a signal sent by fax machines to identify the call as an incoming document. When the receiving fax detects this signal, it automatically starts to receive the fax transmission. The majority of fax machines in use today can send and detect CNG signals.

Coded speed dialling

An automatic dialling method that allows you to dial a fax or telephone number by pressing the **Coded Dial** button and a two-digit code using the numeric buttons.

cps

Characters per second. A unit of measurement that indicates the printer's speed.

Cursor

The underline symbol you see in the LCD display when you register numbers and names in the MultiPASS C70.

D

dB(A)

Stands for decibel level (a decibel being a unit of measurement for the intensity of the sound coming from the unit), adjusted for background noise.

Delayed sending

The ability to send a document at a preset time in the future. You do not have to be in your office to use delayed sending to one or more destinations. (You can only set up one delayed transmission at a time with the MultiPASS Desktop Manager.)

Dialling methods

Ways of pressing one or more buttons to access a number to connect to an outside party or fax machine. Dialling methods include one-touch, coded speed dialling, group dialling, and manual (regular) dialling.

Document

The sheet of paper containing the data that you send to, or receive from a unit.

dpi

Dots per inch. A unit of measurement for indicating a printer's resolution.

Dual access (Multitasking)

Enables the MultiPASS C70 to receive a fax, even if it is copying or printing a document. Also enables you to scan other faxes into memory, make copies, print out reports, print documents or register information while the MultiPASS C70 sends a fax from memory.

E**ECM**

Error Correction Mode. The ability of your MultiPASS C70 to reduce system and line errors when sending or receiving from another fax machine with ECM capability. ECM is most effective in areas where the telephone lines are in poor condition or there is frequent interference on the line.

Extension phone

A telephone connected to the MultiPASS C70, usually placed away from the unit. You can use the extension phone to manually activate incoming faxes.

F

Factory default

The MultiPASS C70 is preprogrammed in the factory with settings that we recommend. These are known as *factory default settings*. You can customise your MultiPASS C70 by programming settings other than the factory default settings.

FAX/TEL switching

The ability of the MultiPASS C70 to automatically detect whether a call is from a fax machine or telephone. With this feature, one telephone line can be shared by both the telephone and the fax machine.

FINE

The resolution setting for documents with very small characters and lines.

Font

A complete set of characters of the same size and type; a particular implementation of a typeface. For example, 12-point Courier bold.

Form feed

A printer function that automatically ejects the current page and advances the printer to the top of the next page.

G

G3, Group 3 fax machine

Defined by CCITT/ITU-T. Uses encoding schemes to transmit image data while reducing the amount of data that needs to be transmitted, thus reducing transmission time. G3 fax machines can transmit one page in less than one minute. Encoding schemes for G3 fax machines are Modified Huffman (MH), Modified READ (MR), and Modified Modified READ (MMR).

Graphic

A written, printed, or electronically displayed symbol or drawing. Also, characters or text that have been generated by a computer graphics application program.

Greyscale

Representing colour in black & white as a result of different intensities of colour. Different colours and intensities of colours appear as different shades of grey.

Group dialling

A dialling method that enables you to dial up to 111 registered one-touch speed dialling or coded speed dialling numbers together as a group. This means that you can press just one or three buttons to enter numbers when sending the same document to many destinations.

H

Halftone

Using this method, the MultiPASS C70 produces shades of grey or of colours by mapping dots to be printed. For colour printing, different coloured dots of ink are placed closely together to create illusions of other colours.

I

IEEE 1284

IEEE 1284 is the new specification standard for computer-to-peripheral bi-directional parallel interface communications. The new standard was adopted by IEEE, Institute of Electrical and Electronic Engineers, Inc., in 1993. Some of the benefits it provides are: bi-directional communication between PCs and peripheral devices, a higher speed data transfer rate, and protection against data loss due to noise interference.

Ink Jet printer

A nonimpact printer that ejects ink onto paper to form characters. The MultiPASS C70 has a special type of ink jet printer built in called a Bubble Jet printer.

Ink saver

You can enable or disable economy printing (ink saving feature) for black & white printing. By enabling the ECONOMY PRT setting, ink consumption can be decreased, resulting in a longer effective cartridge life. You set ECONOMY PRT in the PRINTER SETTINGS menu.

Intensity

The amount of colour. More intense or more saturated colours are more pure. Less intense or less saturated colours are less vivid.

Interface port

The MultiPASS C70 comes with one IEEE 1284, bi-directional parallel interface port, located on the back of the unit. You attach the cable that connects your PC and the MultiPASS C70 to this port.

J

Jack

The telephone receptacles on your wall or in your MultiPASS C70 used to connect the MultiPASS C70 to the telephone line, handset or telephone, and answering machine, extension phone, or data modem.

L

Landscape orientation

Refers to printing across the length of the page (as opposed to portrait orientation, which is printing across the width of the page).

Line feed

A printer function that advances the paper one line.

M

Manual receiving

A method of receiving faxes in which you answer all incoming calls using the handset, a telephone, or an extension phone.

Manual redialling

When you use regular dialling, you can redial a number “manually” by simply pressing the **●** (Redial)/**Pause** button on the operation panel. The last number dialled with the numeric buttons is the number redialled.

Memory broadcast

Allows you to send a scanned fax to as many as 113 destinations, using a combination of one-touch speed dialling, coded speed dialling, and regular dialling.

Memory sending

Scans a document into memory before the MultiPASS C70 dials the number(s) and sends it. This method allows you to retrieve your original document immediately after scanning.

Modem

A device that converts (MOdulates) digital data for transmission over telephone lines. At the receiving end, this device converts the modulated data (DEModulates) to digital format that the PC understands.

MultiPASS Desktop Manager for Windows® software

Canon's exclusive software package that allows you to use the MultiPASS C70 with your Windows® software applications. You must install the MultiPASS Desktop Manager to use your MultiPASS C70 as a printer, scanner, or PC fax.

N**Noise**

A term applied to a variety of problems that impair the operation of telephone lines used for faxing.

Noise level

See $dB(A)$.

Numeric buttons

The round, numbered buttons on the operation panel marked the same as a standard telephone keypad. Press them to perform regular dialling. They are also used to enter numbers, letters, and symbols when registering numbers and names, and for entering two-digit codes for coded speed dialling.

O

Off-line

The printer's communication status in which you cannot transfer data from your PC to the printer.

On-line

The printer's communication status in which it is being controlled by your PC and is ready to receive data.

One-touch speed dialling

An automatic dialling method that allows you to dial a fax or telephone number by pressing a single one-touch speed dialling button. The MultiPASS C70 can store up to 12 numbers for one-touch speed dialling.

One-touch speed dialling buttons


The buttons numbered 01 to 12 on the operation panel, each of which may be registered as a fax or telephone number. Once a number is registered, you press one button to dial the entire number.

P

Page orientation

Refers to the direction of print on the page. Printing across the width of a page is called portrait orientation. Printing across the length of a page is called landscape orientation.

Pause

A timing entry required for registering certain long distance numbers and for dialling out through some telephone systems or switchboards. Pressing the  (Redial)/**Pause** button enters a pause between digits of a fax/telephone number.

PC fax

An electronic way to send and receive faxes. A PC fax is sent from or received in a PC. Using the MultiPASS C70 allows you to send and receive PC faxes and the MultiPASS Desktop Manager lets you save, sort, and print the PC faxes.

Photo

The document setting you use for sending or copying documents with intermediate tones, such as photographs.

Platen

The printer component that holds the paper in position during ink transfer.

Portrait orientation

Refers to printing across the width of the page (letter style). This is the opposite of landscape orientation, which is printing across the length of the page.

Print head

The printing mechanism that contains print nozzles and ejects the ink for printing.

Print head capping

An automatic protection function that prevents the BJ cartridge print head unit and BJ cartridges from drying out or becoming clogged with dust.

Printable area

The area of a sheet of paper on which a printer can reproduce text or graphics (the printing area is smaller than the paper).

Printer driver

Software that sends printing instructions to a printer (in this case, the MultiPASS C70). The printer driver keeps track of the attributes of a printer and the codes the program must send to access those attributes.

Pulse

See *Rotary pulse*.

Q

Quick-on-line sending

Quick-on-line sending is the easiest and quickest way to send a document. After a document is set in the Automatic Document Feeder (ADF), the MultiPASS C70 begins to scan the entire document into the memory. As the first page of a multiple page document is being scanned, your MultiPASS C70 will begin to call the other party, and transmit the information even as the remaining pages are being scanned.

R

RAM

Random Access Memory. Memory that is used for temporary storage of information such as: documents you want to print, scanned and received documents, and downloaded fonts.

Receiving

Receiving transmission is also defined as *RX* or *Reception*. This refers to how the MultiPASS C70 receives a fax.

Reception

See *Receiving*.

Redialling-automatic

See *Automatic redialling*.

Redialling-manual

See *Manual redialling*.

Reduction mode

See *Automatic image reduction*.

Registering

A process by which you place fax or telephone numbers, names, and other information in the MultiPASS C70's memory.

Regular dialling

Pressing the individual numeric buttons to dial a fax or telephone number.

Remote receiving ID

The two-digit code that enables you to manually activate a fax using a telephone or extension phone connected to the MultiPASS C70. (The default code is 25.)

Remote reception

Activating reception of a fax by answering a telephone or extension phone that is connected to the MultiPASS C70, but that is not located near the MultiPASS C70. You need to dial the remote receiving ID to start remote reception.

Reports

A document printed by the MultiPASS C70 containing information about the faxes it has sent or received.

Resolution

The density of dots for any given output device. Expressed in terms of dots per inch (dpi). Low resolution causes font characters and graphics to have a jagged appearance. Higher resolution means smoother curves and angles as well as a better match to traditional typeface designs. Resolution values are represented by horizontal data and vertical data, for example, 360 × 360 dpi.

Rotary pulse

A telephone dialling system where a dial is rotated to send pulses to the telephone switching system. When you pulse dial, you hear clicks. When you touch-tone dial, the most common dialling system, you hear tones.

RX

See *Receiving*.

S**Scanning contrast**

A setting that darkens or lightens the scanning of documents.

Sender ID

Information printed at the top of a fax (also called *TTI* or *Transmit Terminal ID*). This data appears only if the sending fax machine has been programmed with the information.

Sending

Sending transmission is also defined by *TX* or *Transmit*. A fax document that has been scanned by a fax machine and sent over telephone lines, in the form of electrical pulses, to another fax machine is a sending transmission. The MultiPASS C70 also allows you to send a black & white document directly from your PC (PC faxing).

Sending speed

The rate at which faxes are transmitted through the telephone line. See also *bps* (bits per second).

Smoothing mode

A printer mode in which the printer enhances the horizontal resolution of black ink.

STANDARD

A document setting for sending normal typewritten or printed documents containing only text and no drawings, photographs, or illustrations.

Standby

The mode in which the MultiPASS C70 is on and ready to use. All operations start from standby mode when the LCD displays the time and reception mode.

T**Timed sending**

See *Delayed sending*.

Tone/pulse setting

The ability to set the MultiPASS C70 to match the telephone dialling system your telephone line uses: touch-tone or rotary pulse.

Transaction number

A unique number assigned to each document sent (TX NO.) or each fax received (RX NO.) by the MultiPASS C70 and used to identify that particular fax.

Transmit

See *Sending*.

TTI

Transmit Terminal ID. See Sender ID.

TWAIN

An industry standard that allows you to input image data directly from a scanner or other input device. Because your MultiPASS C70 supports TWAIN, you can use the scanning features of the MultiPASS C70 with any Windows® application that also supports TWAIN.

TX

See *Sending*.

U**UHQ™ (Ultra High Quality)**

An exclusive Canon digital image processing system that incorporates 64 shades of grey along with a special edge enhancement feature which ensures that text and photos are transmitted with ultimate clarity.

☒ button 2-24
+ button. *See* Tone/+ button
< button 2-27, 2-28
> button 2-27, 2-28
^ button 2-27
v button 2-27
● (Redial)/Pause button 2-25, 2-26,
7-17, 9-6
▶ mark 2-42
1-Touch Spd Dial List 6-27, 11-3
printing 6-26, 6-27

A

Activity Report 11-2, 11-5
ACTIVITY REPORT setting 11-5, 14-8
Alarm light 2-25, 2-26
ALARM VOLUME setting 14-6
ANS.MACHINE MODE 8-3
setting 8-16
using an answering machine 8-17
Answering machine
connecting 2-19
jack 2-19, 2-24
receiving with 8-3, 8-16, 8-17
using 8-17
Area
printable 5-3, 5-4
scanning 4-4
Assembling 2-12 to 2-14
Assorted paper starter kit 5-7

Attaching
document support 2-12
document tray 2-13, 2-14
Australia
network FAX/TEL switching 8-4,
8-19 to 8-21
AUTO PRINT setting 14-8
AUTO REDIAL
message 13-7
setting 7-21, 14-10
Automatic document feed
loading documents 4-6 to 4-8
requirements for documents 4-2, 4-3
selecting 4-5
Automatic Document Feeder (ADF)
2-23
adding pages to document in 4-10
capacity 4-2
clearing jams 13-4, 13-5
loading documents 4-6 to 4-8, 4-11,
4-12
removing document from 7-15, 7-16
Automatic redialling
cancelling 7-18, 7-19
definition 7-17, 7-18
setting up 7-20 to 7-22

B

Back print film 5-2, 5-7, 5-18
uncurling 5-19, 5-20

- Banner paper 5-2, 5-6
 - printing 5-26 to 5-31
 - BC-21e Colour BJ cartridge 2-6, 2-7, 12-12
 - installing 2-31 to 2-36
 - replacing 12-19 to 12-25
 - replacing BJ tank in 12-26 to 12-31
 - BC-22e Photo BJ cartridge 12-13
 - installing 2-31 to 2-36
 - replacing 12-19 to 12-25
 - BCI-21 Black BJ tank 2-6, 2-7, 12-12
 - replacing 12-26 to 12-31
 - BCI-21 Colour BJ tank 12-12
 - replacing 12-26 to 12-31
 - BJ cartridge. *See also individual cartridge names*
 - guidelines 2-29, 2-30
 - included 2-6, 2-7
 - installing 2-29 to 2-36
 - maintenance 12-14
 - print head 12-15 to 12-17
 - replacing 12-19 to 12-25
 - storing 2-37, 2-38
 - supplies 1-11
 - types 12-12, 12-13
 - when to replace 12-18, 12-19
 - BJ cartridge container 2-6, 2-7
 - storing a BJ cartridge in 2-37, 2-38
 - BJ cartridge print head
 - cleaning 12-17
 - printing nozzle check pattern 12-15, 12-16
 - testing 12-15, 12-16
 - BJ tank. *See also individual tank names*
 - included 2-6, 2-7
 - maintenance 12-14
 - replacing 12-26 to 12-31
 - supplies 1-11
 - types 12-12
 - Black & white copying 10-2 to 10-4
 - Black & white sending
 - setting 7-3
 - setting resolution for 7-4, 7-5
 - BLACK INK EMPTY message 8-28, 13-7
 - BOTTOM MARGIN setting 10-7, 14-14
 - Bubble Jet paper 5-2, 5-6
 - BUSY/NO SIGNAL message 13-7, 13-8
 - Buttons. *See individual button names*
 - BX-20 Black BJ cartridge 12-12
 - installing 2-31 to 2-36
 - replacing 12-19 to 12-25
- ## C
- CALLING message 13-8
 - CALLING VOLUME setting 14-6
 - Cancelling
 - automatic redialling 7-18, 7-19
 - manual redialling 7-17
 - receiving 8-31
 - restriction 9-12, 9-13
 - sending 7-14
 - Canon specialty papers. *See Specialty papers*
 - Capacity
 - Automatic Document Feeder (ADF) 4-2

- multi-purpose tray 5-2
- Cartridge. *See* BJ cartridge
- Cartridge (Ⓜ) button. *See* Ⓜ button
- Cartridge container. *See* BJ cartridge container
- Cartridge holder 2-24
- CARTRIDGE JAMMED message 13-8
- CD-ROM
 - MultiPASS Suite software/printer driver 2-7
- CHANGE CARTRIDGE message 8-29, 13-9
- Changing
 - coded speed dialling entry 6-14 to 6-16
 - group dialling entry 6-23
 - one-touch speed dialling entry 6-6 to 6-8
- CHECK DOCUMENT message 13-4, 13-9
- CHECK PAPER SIZE message 13-9
- CHECK PRINTER message 13-9, 13-10
- Cleaning
 - BJ cartridge print head 12-17
 - button 2-27, 2-28, 5-23, 12-15, 12-17
 - inside of MultiPASS C70 12-5 to 12-11
 - outside of MultiPASS C70 12-4
 - periodic 12-4 to 12-11
 - rollers 5-22 to 5-24, 12-11
 - scanner components 12-8 to 12-11
 - sheet 5-22 to 5-24
- Clear button 2-27, 2-28
- CLEAR PAPER JAM message 8-29, 13-6, 13-10

- Coded Dial button 2-25, 2-26
- Coded Speed Dial List 6-26 to 6-28, 11-3
- Coded speed dialling 6-2, 7-8
 - changing entry 6-14 to 6-16
 - deleting entry 6-14 to 6-16
 - list 6-26 to 6-28, 11-3
 - registering 6-11 to 6-13
 - using 6-17, 6-18
- COLOR COPY MEDIA setting 10-5, 14-14
- COLOR INK EMPTY message 8-28, 13-10
- COLOR RX setting 8-26, 14-12
- Color/B&W button 2-25, 7-3, 10-2, 10-3
- Colour
 - copier features 1-7
 - copying 10-2 to 10-4
 - fax features 1-4, 1-5
 - PC fax features 1-6
 - printer features 1-8
 - receiving in 8-25, 8-26
 - scanner features 1-9
- Colour copying 10-2 to 10-4
 - features 1-7
 - problems 13-32 to 13-34
 - setting length of bottom margin 10-7, 10-8
 - setting paper type 10-5, 10-6
- Colour printing
 - features 1-8
 - problems 13-32 to 13-34
 - setting length of bottom margin 10-7, 10-8

- Colour reception
 - setting 8-25, 8-26
 - setting length of bottom margin 10-7, 10-8
- Colour sending
 - setting 7-3
 - setting resolution for 7-5
- Components 2-6, 2-7, 2-23 to 2-28
 - BC-21e Colour BJ cartridge 2-6, 2-7
 - BCI-21 Black BJ tank 2-6, 2-7
 - cradle support 2-6, 2-7. *See also Appendix B, Handset*
 - document support 2-6, 2-7, 2-23
 - document tray 2-6, 2-7, 2-23
 - documentation 2-6
 - extension 2-6, 2-7, 2-23
 - handset 2-6, 2-7, 2-23. *See also Appendix B, Handset*
 - handset cradle 2-6, 2-7. *See also Appendix B, Handset*
 - MultiPASS C70 2-6, 2-7
 - MultiPASS Suite software/printer driver CD-ROM 2-7
 - MultiPASS Suite Software User's Guide 2-7
 - parallel cable 2-8
 - power cord 2-6, 2-7
 - SB-21 BJ cartridge container 2-6, 2-7
 - screws with plugs 2-6, 2-7. *See also Appendix B, Handset*
 - telephone line 2-6, 2-7
 - User's Guide 2-7
 - warranty sheet 2-7
- Connecting
 - answering machine 2-19
 - data modem 2-19
 - extension phone 2-19
 - handset 2-18. *See also Appendix B, Handset*
 - MultiPASS C70 to PC 2-15, 2-16
 - parallel cable 2-15, 2-16
 - power cord 2-20 to 2-22
 - telephone 2-18
 - telephone line 2-17
- Connections 2-15 to 2-22
- Connector
 - power cord 2-21, 2-24
- Contrast
 - setting 7-6, 7-7
- CONVERT CLR>B&W? message 13-10
- Copier
 - colour features 1-7
 - features 1-7
- Copy button 2-25, 2-26, 10-3
- Copying 10-2 to 10-4
 - document requirements 4-2, 4-3
 - features 1-7
 - in black & white 10-2 to 10-4
 - in colour 10-2 to 10-4
 - problems 13-24, 13-32 to 13-34
 - setting length of bottom margin for colour 10-7, 10-8
 - setting paper type for colour 10-5, 10-6
 - while receiving 8-27
- Correcting
 - mistake 3-11
- Cover
 - printer 2-23, 2-24

Cradle
 handset 2-6, 2-7. *See also Appendix B, Handset*
 support 2-6, 2-7. *See also Appendix B, Handset*
Customer support 1-17, 13-2, 13-3

D

D.T. button 2-27, 2-28, 9-9
Data modem
 connecting 2-19
 jack 2-19, 2-24
Data Registration button 2-27, 3-5, 3-7
Date
 entering 3-14, 3-15
DATE & TIME setting 3-14, 14-6
DATE SETUP setting 14-16
Default 14-3
 definition 1-15
DEFAULT ACTION 8-10, 8-11
 setting 8-12, 8-13
Delayed sending 7-27
 sending other documents when
 MultiPASS C70 set for 7-27
Deleting
 coded speed dialling entry 6-14 to 6-16
 document from memory 7-33, 7-34
 group dialling entry 6-23
 one-touch speed dialling entry 6-6 to 6-8
Desktop Manager. *See* MultiPASS Desktop Manager
Dial tone
 confirming 9-9

DIALING message 13-11
Dialling
 coded speed 6-2, 6-11 to 6-18, 7-8
 confirming dial tone 9-9
 group 6-2, 6-19 to 6-25, 7-8
 long distance number 9-5, 9-6
 methods 7-8
 one-touch speed 6-2, 6-3 to 6-10, 7-8
 PC 7-8
 regular 7-8
 restricting 9-10, 9-11
 speed. *See* Speed dialling
 switching temporarily to tone 9-7, 9-8
 through switchboard 9-2 to 9-4
Dimensions
 MultiPASS C70 2-4
Display
 LCD 2-25
DISPLAY LANGUAGE setting 14-16
Doc. Memory List 7-28, 11-2
DOC. TOO LONG message 13-11
Document
 adding pages in Automatic Document Feeder (ADF) 4-10
 copying 10-2 to 10-4
 definition 1-15
 feed lever 2-25, 4-5
 feeding multipage 4-6 to 4-10
 guides 2-23
 in memory 7-28 to 7-34
 jams 13-4, 13-5
 loading 4-6 to 4-8, 4-11, 4-12
 loading for automatic feed 4-6 to 4-8

- loading for manual feed 4-11, 4-12
- problem 4-3
- quantity 4-2
- removing from Automatic Document Feeder (ADF) 7-15, 7-16
- requirements 4-2, 4-3
- size 4-2
- thickness 4-2
- trouble with multipage 4-9
- weight 4-2
- Document in memory
 - deleting 7-33, 7-34
 - printing 7-29 to 7-32
 - printing list 7-28
- DOCUMENT READY message 13-11
- Document support 2-6, 2-7, 2-23
 - attaching 2-12
- Document tray 2-6, 2-7, 2-23
 - attaching 2-13, 2-14
- Documentation 2-6
 - MultiPASS Suite Software User's Guide 1-13, 2-7
 - User's Guide 1-13, 2-7
 - using this guide 1-13, 1-14
 - warranty sheet 2-7

E

- EARTH CONNECTION setting 9-3, 9-4, 14-6
- ECM RX
 - message 13-11
 - setting 14-12
- ECM TX
 - message 13-11
 - setting 14-10

- ECONOMY PRT setting 14-14
- Envelopes 5-5, 5-6
 - loading 5-15 to 5-17
 - printable area 5-4
 - requirements 5-2
- Error RX Report 11-2, 11-9
- Error TX Report 11-2, 11-6
- Extension 2-6, 2-7, 2-23
 - attaching 2-13, 2-14
 - output tray 2-23
- Extension phone
 - connecting 2-19
 - jack 2-19, 2-24

F

- F/T RING TIME 8-10, 8-11
 - setting 8-12
- Fabric sheets 5-2, 5-7, 5-18
 - printing 5-24, 5-25
- Fax
 - colour features 1-4, 1-5
 - definition 1-15
 - name 3-15 to 3-17
 - number 3-15 to 3-17
 - PC colour features 1-6
 - PC features 1-6
 - plain paper features 1-4, 1-5
- FAX ONLY MODE 8-3
 - setting 8-5 to 8-7, 14-12
- FAX/TEL AUTO SW setting 8-9, 14-12
- Fax/Tel Mode 8-3
 - setting 8-8, 8-9
 - setting up 8-10 to 8-13

Faxing

- document requirements 4-2, 4-3
- problems 13-18 to 13-22

Features

- colour copier 1-7
- colour fax 1-4, 1-5
- colour PC fax 1-6
- colour printer 1-8
- colour scanner 1-9
- copier 1-7
- fax 1-4, 1-5
- main 1-3 to 1-9
- PC fax 1-6
- plain paper fax 1-4, 1-5
- printer 1-8
- scanner 1-9
- telephone 1-7

Film

- back print 5-2, 5-7, 5-18, 5-19, 5-20
- high gloss 5-2, 5-7, 5-18
- transparencies 5-2, 5-7, 5-18

Function

- button 2-27, 2-28, 3-4
- light 2-27, 2-28, 3-4

G

- Glossy photo paper 5-2, 5-6, 5-18
- Group Dial List 6-29, 6-30, 11-3
- Group dialling 6-2, 7-8
 - changing entry 6-23
 - creating groups 6-19 to 6-23
 - deleting entry 6-23
 - list 6-29, 6-30, 11-3
 - using 6-24, 6-25

Guide

- document 2-23
- paper 2-23
- paper output 2-23, 5-21, 5-22

Guidelines

- BJ cartridge 2-29, 2-30
- entering information via operation panel 3-3 to 3-11
- loading paper 5-13, 5-14
- MultiPASS C70 12-2, 12-3
- paper 2-39
- print media 5-9
- specialty papers 5-18, 5-19

H

Handset 2-6, 2-7, 2-23, 2-24. *See also Appendix B, Handset*

cradle 2-6, 2-7. *See also Appendix B, Handset*

connecting 2-18

manual sending via 7-9, 7-12, 7-13

HANG UP PHONE message 13-12

Hardware

requirements for MultiPASS Desktop Manager 1-10

High gloss film 5-2, 5-7, 5-18

HIGH RES. PAPER setting 10-6, 14-14

High resolution paper 5-2, 5-6

cleaning sheet 5-22 to 5-24

printing 5-21 to 5-24

Holder

cartridge 2-24

Hook button 2-25, 2-26

HOOKING setting 9-3, 9-4, 14-6

HORIZ & VERTICAL setting 14-14

I

INCOMING RING setting 14-12
INSIDE IMAGE setting 14-6
INSTALL BC-21e message 8-29, 13-12
INSTALL BC21e/20 message 8-29,
13-12, 13-13
Installing
 BJ cartridge 2-29 to 2-36

J

Jack
 answering machine 2-19, 2-24
 data modem 2-19, 2-24
 extension phone 2-19, 2-24
 handset 2-18, 2-24
 telephone 2-18, 2-24
 telephone line 2-17, 2-24
Jams
 Automatic Document Feeder (ADF)
 13-4, 13-5
 clearing 13-4 to 13-6
 multi-purpose tray 13-6

K

KEYPAD VOLUME setting 14-6
Kit
 assorted paper starter 5-7
 photo 5-8

L

LCD display 2-25
LCD messages. *See* Messages
Letter mode
 changing to 3-9

lowercase 3-8, 3-9, 3-10
uppercase 3-8, 3-9, 3-10

Letters

entering 3-8, 3-9, 3-10

Lever

document feed 2-25, 4-5
paper thickness 2-24, 5-10 to 5-12

Lifting

MultiPASS C70 2-5, 12-3

Light

Alarm 2-25, 2-26
Function 2-27, 2-28, 3-4

Line. *See* Telephone line

LINE IN USE message 13-13

LINE MONITOR VOL setting 14-6

Lists

1-Touch Spd Dial 6-26, 6-27, 11-3
Coded Speed Dial 6-26 to 6-28, 11-3
Doc. Memory 7-28, 11-2
documents in memory 7-28
Group Dial 6-29, 6-30, 11-3
summary 11-2, 11-3
User's Data 3-18, 11-3

LOAD PAPER message 8-28, 13-13

Loading

documents for automatic feed 4-6 to
4-8
documents for manual feed 4-11,
4-12
envelopes 5-15 to 5-17
guidelines 5-13, 5-14
paper 2-39 to 2-43, 5-13, 5-14

Location

choosing for MultiPASS C70 2-3, 2-4

LOCK PHONE setting 9-11, 9-13, 14-16
Long distance number
 dialling 9-5, 9-6
Lowercase letter mode 3-8, 3-9, 3-10

M

Maintenance

BJ cartridge 12-14
BJ tank 12-14
cleaning BJ cartridge print head
 12-17
cleaning MultiPASS C70 12-4 to
 12-11

MAN/AUTO SWITCH setting 14-12

Manual document feed

loading documents 4-11, 4-12
requirements for documents 4-2, 4-3
selecting 4-5

MANUAL MODE 8-3

receiving with 8-14, 8-15
setting 8-14

Manual redialling

cancelling 7-17
using 7-17

Manual sending via handset 7-9, 7-12,
7-13

Memory

Clear Report 11-2, 11-10, 13-36
deleting document from 7-33, 7-34
documents in 7-28 to 7-34
list of documents in 7-28
printing document in 7-29 to 7-32
receiving in 8-28 to 8-30

Memory Clear Report 11-2, 11-10,
13-36

MEMORY FULL message 13-13

Memory Reference button 2-27, 7-28,
7-29, 7-33, 8-18

MEMORY RX setting 14-12

Memory sending 7-9 to 7-11

MEMORY USED *nn%* message 13-13

Menu. *See also individual menus*

accessing 3-5 to 3-7
definition 1-15
summary 14-3, 14-4
understanding 3-5 to 3-7

Menu system. *See also Menu and
individual menus*

Understanding 14-3, 14-4

Messages 13-7 to 13-15. *See also
individual messages*

MID PAUSE SET setting 14-10

Mistake

correcting 3-11

Modem. *See Data modem*

Multi TX/RX Report 11-2, 11-8

Multi-purpose tray 2-23

capacity 5-2
clearing jams 13-6
loading paper in 2-40 to 2-43

MultiPASS C70 2-6, 2-7

assembling 2-12 to 2-14
back view 2-24
choosing location for 2-3, 2-4
cleaning 12-4 to 12-11
components 2-6, 2-7, 2-23 to 2-28
connecting to PC 2-15, 2-16
dimensions 2-4
fax number 3-15 to 3-17

- front view 2-23
- guidelines 12-2, 12-3
- inside view 2-24
- lifting 2-5, 12-3
- multitasking 1-3, 8-27
- operation panel 2-23, 2-25 to 2-28
- registering information in 3-2
- restricting use 9-10, 9-11
- serial number 13-2
- settings 14-2. *See also individual setting names*
- testing 2-44
- transporting 12-32, 12-33
- unit name 3-15 to 3-17
- unpacking 2-5 to 2-8
- User's Guide 1-13, 1-14, 2-7
- using with MultiPASS Desktop Manager 1-10
- MultiPASS Desktop Manager
 - hardware requirements 1-10
 - receiving to 8-4, 8-18
 - registering information via 3-2, 14-2
 - software 1-10
 - software requirements 1-10
 - using with MultiPASS C70 1-10
 - version number 13-2
- Multitasking 1-3, 8-27

N

- NET SWITCH setting 8-20, 8-23, 14-12
- Network FAX/TEL switching
 - Australia 8-4, 8-19 to 8-21
 - New Zealand 8-4, 8-22 to 8-24

- New Zealand
 - network FAX/TEL switching 8-4, 8-22 to 8-24

- NO ANSWER message 13-14
- NO RX PAPER message 13-14
- NO TEL # message 13-14
- NOT AVAILABLE message 13-14
- Nozzle check pattern
 - printing 12-15, 12-16
- Number mode 3-8, 3-9, 3-10
- Numbers
 - entering 3-8, 3-9, 3-10
- Numeric buttons 2-25, 2-26

O

- OFFHOOK ALARM setting 14-6
- One-touch speed dialling 6-2, 7-8
 - buttons 2-25, 2-26
 - changing entry 6-6 to 6-8
 - deleting entry 6-6 to 6-8
 - list 6-26, 6-27, 11-3
 - registering 6-3 to 6-5
 - using 6-9, 6-10
- One-touch speed dialling buttons 2-25, 2-26
 - using 3-4
- Operation panel 2-23, 2-25 to 2-28
 - guidelines for entering information via 3-3 to 3-11
 - registering information via 3-2, 14-2
- OUTPUT NO setting 14-8
- Output tray 2-23
 - extension 2-23
- OUTPUT YES setting 14-8


OUTSIDE IMAGE setting 14-6

P

Paper

- assorted starter kit 5-7
 - banner 5-2, 5-6, 5-26 to 5-31
 - Bubble Jet 5-2, 5-6
 - fabric sheets 5-2, 5-7, 5-18, 5-24, 5-25
 - feeding problems 13-16, 13-17
 - glossy photo 5-2, 5-6, 5-18
 - guide 2-23
 - guidelines 2-39
 - high resolution 5-2, 5-6, 5-21 to 5-24
 - jams 13-6
 - limit mark (▶) 2-42
 - loading 2-39 to 2-43, 5-13, 5-14
 - plain 5-2, 5-5
 - printable area 5-3
 - requirements 5-2
 - rest 2-23
 - setting type for colour copying 10-5, 10-6
 - specialty 5-18 to 5-31
- Paper output guides 2-23
- using 5-21, 5-22
- PAPER SIZE setting 14-14
- Paper thickness lever 2-24
- setting 5-10 to 5-12
- Parallel cable 2-8
- connecting 2-15, 2-16
- Parallel interface port 2-15, 2-16, 2-24
- PASSWORD setting 9-10, 9-11, 9-12, 9-13, 14-16

Pause

- button. *See*  (Redial)/Pause button
 - entering 9-5, 9-6
- PBX. *See* Switchboard
- PBX setting 9-3, 14-6
- PC
- colour fax features 1-6
 - connecting to MultiPASS C70 2-15, 2-16
 - dialling 7-8
 - when power off 8-18
- PHOTO INK IN USE message 13-14
- Photo kit 5-8
- Plain paper
- fax features 1-4, 1-5
 - requirements 5-2
 - selecting 5-5
- PLAIN PAPER setting 10-5, 14-14
- PLEASE WAIT message 13-14
- Power cord 2-6, 2-7
- connecting 2-20 to 2-22
 - connector 2-21, 2-24
- Power cut 13-36
- PREFIX setting 9-3, 9-4, 14-6
- PRINT ERROR ONLY setting 14-8
- Print head. *See* BJ cartridge print head
- Print media. *See also individual print media names*
- films 5-7
 - guidelines 5-9
 - papers 5-5, 5-6, 5-7, 5-8
 - requirements 5-2
 - selecting 5-5 to 5-8

- special 1-12
 - Print quality
 - problems 13-25, 13-26
 - PRINT W/ BC-22e? message 13-14
 - PRINT WITH IMAGE setting 14-8
 - Printer
 - features 1-8
 - Printer cover 2-23, 2-24
 - cleaning inside 12-5 to 12-7
 - PRINTER SETTINGS menu 3-6, 14-4, 14-13, 14-14
 - Printing
 - 1-Touch Spd Dial List 6-26, 6-27
 - banner paper 5-26 to 5-31
 - Coded Speed Dial List 6-26 to 6-28
 - document in memory 7-29 to 7-32
 - fabric sheet 5-24, 5-25
 - features 1-8
 - Group Dial List 6-29, 6-30
 - high resolution paper 5-21 to 5-24
 - list of documents in memory 7-28
 - nozzle check pattern 12-15, 12-16
 - problems 13-27 to 13-31, 13-32 to 13-34
 - setting length of bottom margin for colour 10-7, 10-8
 - User's Data List 3-18
 - while receiving 8-27
 - Problems
 - cannot solve 13-2, 13-3
 - colour copying 13-32 to 13-34
 - colour printing 13-32 to 13-34
 - copying 13-24, 13-32 to 13-34
 - documents that cause 4-3
 - faxing 13-18 to 13-22
 - general 13-35
 - multipage documents 4-9
 - paper feeding 13-16, 13-17
 - print quality 13-25, 13-26
 - printing 13-27 to 13-31, 13-32 to 13-34
 - receiving 13-20 to 13-22
 - receiving in memory when 8-28 to 8-30
 - sending 13-18, 13-19
 - telephone 13-23
 - PSTN setting 9-3, 14-6
 - Pulse dialling
 - setting 3-19, 3-20
 - switching temporarily to tone dialling 9-7, 9-8
 - PUT IN CARTRIDGE message 8-29, 13-14
- ## Q
- Quality
 - adjusting for sending 7-3 to 7-7
 - print problems 13-25, 13-26
 - Quantity
 - document 4-2
 - print media 5-2
- ## R
- R button 2-27
 - registering 9-2 to 9-4
 - R-KEY SETTING setting 9-3, 14-6
 - Receive Mode button 2-25, 2-26
 - RECEIVED IN FILE message 13-15

- Receiving
 - ANS.MACHINE MODE 8-3, 8-16, 8-17
 - cancelling 8-31
 - FAX ONLY MODE 8-3, 8-5 to 8-7
 - Fax/Tel Mode 8-3, 8-8 to 8-13
 - in colour 8-25, 8-26
 - in memory 8-28 to 8-30
 - MANUAL MODE 8-3, 8-14, 8-15
 - methods 8-3, 8-4
 - network FAX/TEL switching 8-4, 8-19 to 8-21, 8-22 to 8-24
 - problems 13-20 to 13-22
 - reports 11-2, 11-9
 - setting length of bottom margin for colour 10-7, 10-8
 - to MultiPASS Desktop Manager 8-4, 8-18
 - when PC is off 8-18
 - while copying 8-27
 - while printing 8-27
 - while registering 8-27
- Reception (RX) reports 11-2, 11-9
 - abbreviations used in 11-4
- REC'D IN MEMORY message 8-28, 13-15
- REDIAL INTERVAL setting 7-21, 14-10
- REDIAL TIMES setting 7-21, 14-10
- Redialling. *See* Automatic redialling and Manual redialling
- REDUCE DIMENSION setting 14-14
- Registering
 - access type 9-2 to 9-4
 - coded speed dialling 6-11 to 6-13
 - groups 6-19 to 6-23
 - information in MultiPASS C70 3-2
 - methods of 3-2
 - one-touch speed dialling 6-3 to 6-5
 - outside line access number 9-2 to 9-4
 - R button 9-2 to 9-4
 - sender information 3-12 to 3-17
 - while receiving 8-27
- Regular dialling 7-8
- REMOTE RX setting 14-12
- Replacing
 - BJ cartridge 12-19 to 12-25
 - BJ tank 12-26 to 12-31
- Report
 - abbreviations used 11-4
 - Activity 11-2, 11-5
 - button 2-27, 2-28, 3-18, 6-26, 6-29, 11-5
 - Error RX 11-2, 11-9
 - Error TX 11-2, 11-6
 - Memory Clear 11-2, 11-10, 13-36
 - Multi TX/RX 11-2, 11-8
 - reception 11-2, 11-9
 - RX 11-2, 11-9
 - summary 11-2
 - transmission 11-2, 11-6, 11-7
 - TX 11-2, 11-6, 11-7
 - TX with first page 11-2, 11-7
- REPORT SETTINGS menu 3-5, 14-3, 14-7, 14-8
- Resolution
 - button 2-25, 2-26, 7-4, 7-5, 10-3
 - sending 7-4, 7-5
 - setting for black & white sending 7-4, 7-5

- setting for colour sending 7-5
- Restriction
 - calling 9-10, 9-11
 - cancelling calling 9-12, 9-13
 - cancelling sending 9-12, 9-13
 - sending 9-10, 9-11
- Resume button 2-27, 2-28
- RING START TIME 8-10, 8-11
 - setting 8-12
- Rollers
 - cleaning 5-22 to 5-24, 12-11
- ROTARY PULSE setting 3-20, 14-6
- RX
 - definition 1-16
- RX CALL LEVEL setting 14-6
- RX MODE setting 8-6, 8-8, 14-12
- RX REDUCTION setting 14-14
- RX Report 11-2, 11-9
- RX REPORT setting 14-8
- RX SETTINGS menu 3-6, 14-4, 14-11, 14-12
- RX START SPEED setting 14-16

S

- Safety instructions
 - 1-18 to 1-21
- SB-21 BJ cartridge container. *See* BJ cartridge container
- SCAN CONTRAST setting 7-6, 14-6
- Scanner
 - colour features 1-9
 - features 1-9
- Scanner components
 - cleaning 12-8 to 12-11

- Scanning
 - document requirements 4-2, 4-3
 - features 1-9
 - image area 4-4
- Scanning contrast
 - setting 7-6, 7-7
- Scanning resolution
 - sending 7-4, 7-5
 - setting for black & white sending 7-4, 7-5
 - setting for colour sending 7-5
- Screws with plugs 2-6, 2-7. *See also Appendix B, Handset*
- Sender information
 - definition 3-12
 - printing list to check 3-18
 - registering 3-12 to 3-17
 - sample 3-13
- Sending
 - black & white 7-3
 - cancelling 7-14
 - colour 7-3
 - contrast 7-6, 7-7
 - delayed 7-27
 - document requirements 4-2, 4-3
 - manual via handset 7-9, 7-12, 7-13
 - memory 7-9 to 7-11
 - methods 7-9 to 7-13
 - overview 7-9
 - preparing for 7-3 to 7-8
 - problems 13-18, 13-19
 - resolution 7-4, 7-5
 - restriction 9-10, 9-11
 - scanning contrast 7-6, 7-7

- scanning resolution 7-4, 7-5
- sequential broadcasting 7-23 to 7-26
- timer. *See* Delayed sending
- Sequential broadcasting
 - group dialling 7-26
 - sending to more than one destination 7-23 to 7-26
- Serial number 13-2
- Set button 2-27, 2-28
- Settings. *See also individual setting names*
 - MultiPASS C70 14-2
- Shipping materials
 - removing 2-9 to 2-11
- Size
 - back print film 5-2
 - banner paper 5-2, 5-26
 - Bubble Jet paper 5-2
 - document 4-2
 - envelopes 5-2
 - fabric sheets 5-2
 - glossy photo paper 5-2
 - high gloss film 5-2
 - high resolution paper 5-2
 - plain paper 5-2
 - transparencies 5-2
- Software
 - MultiPASS Desktop Manager 1-10
 - MultiPASS Suite Software User's Guide 1-13, 2-7
 - requirements for MultiPASS Desktop Manager 1-10
- Space button 2-27, 2-28
- Special function buttons 2-25, 2-26, 2-27, 2-28. *See also individual button names*
 - using 3-4
- Special print media
 - supplies 1-12
- Specialty papers. *See also individual print media names*
 - guidelines 5-18, 5-19
 - requirements 5-2
 - selecting 5-6 to 5-8
 - using 5-18 to 5-31
- Speed dialling
 - coded 6-2, 6-11 to 6-18, 7-8
 - definition 6-2
 - group 6-2, 6-19 to 6-25, 7-8
 - lists 6-26 to 6-30, 11-3
 - methods 6-2
 - one-touch 6-2, 6-3 to 6-10, 7-8
- Standby mode 2-21, 3-7
- START AGAIN message 13-15
- Start/Scan button 2-25, 2-26
- Stop button 2-25, 2-26
- Storing
 - BJ cartridge 2-37, 2-38
- Supplies
 - BJ cartridges 1-11
 - BJ tanks 1-11
 - special print media 1-12
- Support
 - cradle 2-6, 2-7. *See also Appendix B, Handset*
 - customer 1-17, 13-2, 13-3
 - document 2-6, 2-7, 2-12, 2-23
- Switchboard
 - dialling through 9-2 to 9-4
 - R button 2-27

- registering access type 9-2 to 9-4
- registering outside line access
 - number 9-2 to 9-4
- registering R button 9-2 to 9-4
- Symbols 3-8
 - entering 3-11
- SYSTEM SETTINGS menu 3-6, 14-4, 14-15, 14-16

T

- Tank. *See* BJ tank
- TEL LINE TYPE setting 3-19, 14-6
- Telephone
 - connecting 2-18
 - features 1-7
 - jack 2-18, 2-24
 - problems 13-23
- TELEPHONE # MARK setting 14-6
- Telephone line 2-6, 2-7
 - connecting 2-17
 - jack 2-17, 2-24
 - setting type 3-19, 3-20
- Testing
 - BJ cartridge print head 12-15, 12-16
 - MultiPASS C70 2-44
- Thickness
 - adjusting for paper 5-10 to 5-12
 - document 4-2
- Time
 - entering 3-14, 3-15
- TIME OUT setting 14-10
- Timer sending. *See* Delayed sending
- Tone dialling
 - setting 3-19, 3-20
 - switching temporarily to 9-7, 9-8
- Tone/+ button 2-27, 2-28, 9-7
- TOUCH TONE setting 3-19, 3-20, 14-6
- Transaction number
 - definition 1-15
- Transmission (TX) reports 11-2, 11-6, 11-7
 - abbreviations used in 11-4
- Transparencies 5-2, 5-7, 5-18
- Transporting MultiPASS C70 12-32, 12-33
- Tray
 - document 2-6, 2-7, 2-13, 2-14, 2-23
 - multi-purpose 2-23
 - output 2-23
- TRY AGAIN IN B/W message 13-15
- TTI POSITION setting 14-6
- TX
 - definition 1-16
- TX Report 11-2, 11-6, 11-7
 - with first page 11-2, 11-7
- TX REPORT setting 14-8
- TX SETTINGS menu 3-6, 14-4, 14-9, 14-10
- TX START SPEED setting 14-16
- TX TERMINAL ID setting 14-6
- TX/RX CANCELLED message 13-15
- TX/RX NO. *nnnn* message 13-15
- TX/RX NO. *nnnn*/SCANNING P.*nnn* message 13-15
- Type conventions
 - in this guide 1-15, 1-16

U

UN/LOCK PHONE setting 9-10, 9-12, 14-16

Uncurling

back print film 5-19, 5-20

Unit. *See* MultiPASS C70

UNIT NAME setting 3-16, 14-6

UNIT TELEPHONE # setting 3-15, 14-6

Unpacking

MultiPASS C70 2-5 to 2-8

Uppercase letter mode 3-8, 3-9, 3-10

USER DATA LIST setting 3-18

USER SETTINGS menu 3-5, 14-3, 14-5, 14-6

User's Data List 3-18, 11-3

User's Guide

MultiPASS Suite Software 1-13, 2-7

this guide 1-13, 1-14, 2-7

type conventions 1-15, 1-16

Warranty 2-8

sheet 2-7

Weight

document 4-2

paper 5-2

V

VERTICAL ONLY setting 14-14

Volume

ALARM VOLUME setting 14-6

CALLING VOLUME setting 14-6

KEYPAD VOLUME setting 14-6

LINE MONITOR VOL setting 14-6

RX CALL LEVEL setting 14-6

VOLUME CONTROL setting 14-6

VOLUME CONTROL setting 14-6

W

WAIT COOLING message 13-15



CANON INC.

3-30-2, Shimomaruko, Ohta-ku, Tokyo 146-8501, Japan

CANON U.S.A., INC.

One Canon Plaza, Lake Success, N.Y. 11042, U.S.A.

CANON CANADA INC.

6390 Dixie Road, Mississauga, Ontario, L5T 1P7, Canada

CANON EUROPA N.V.

Bovenkerkerweg 59-61, P.O. Box 2262, 1180 EG Amstelveen,
The Netherlands

CANON DEUTSCHLAND GmbH

P.O. Box 528-47705 Krefeld, Europark Fichtenhain A10, 47807 Krefeld, Germany

CANON (U.K.) LTD.

Woodlatch, Reigate, Surrey, RH2 8BF, United Kingdom

CANON FRANCE S.A.

17, quai du President Paul Doumer 92414 Courbevoie Cedex, France

CANON LATIN AMERICA, INC.

6505, Blue Lagoon Drive, Suite 325, Miami, Florida 33126, U.S.A.

CANON AUSTRALIA PTY., LTD.

1 Thomas Holt Drive, North Ryde, Sydney, N.S.W. 2113, Australia

CANON SINGAPORE PTE. LTD.

79 Anson Road, # 09-01/06, Singapore 079906

CANON HONG KONG CO., LTD.

9/F., The Hong Kong Club Building, 3A Chater Road, Central, Hong Kong

**230V
AUS**