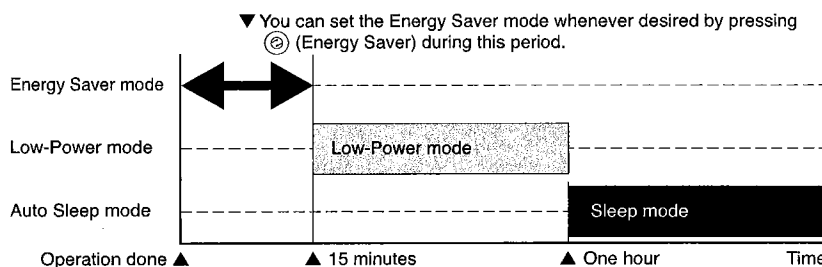## ■ Daily Timer

The control panel power switch automatically turns OFF at the time and day of the week set with the daily timer. To reactivate the machine, press the control panel power switch.

✐ NOTE

- The Daily Timer settings are in the range from Sunday to Saturday and from 00:00 to 23:59. (See "Setting the Time for the Unit's Power to Turn OFF on Different Days of the Week," on p. 3-52.)
- Precedence of Power Consumption Functions:
  - You can set the machine to enter the Energy Saver mode when the machine is neither in the Low-Power mode nor the Sleep mode.
  - If the machine is not operated for a period of about 15 minutes while the machine is in the Energy Saver mode, the machine automatically enters the Low-Power mode.
  - If the machine is not operated for a period of about 1 hour when the machine is in the Low-Power mode, or at the time and day of the week set with the Daily Timer, the machine automatically enters the Sleep mode.
  - If the time set for the Auto Sleep mode to take place is shorter than that of the Low-Power mode, the Auto Sleep mode has priority. (The machine enters the Sleep mode.)
  - Even when the machine is in the Low-Power mode, the Daily Timer will be performed at the time and day of the week set with the Daily Timer. (The machine enters the Sleep mode.)
  - Even before the time set with the Auto Sleep mode, the Daily Timer will be performed at the time and day of the week set with the Daily Timer. (The machine enters the Sleep mode.)
- The default settings are as follows:
  - Low-Power mode: '15 minutes'
  - Auto Sleep mode: 'one hour'
  - Daily Timer: no setting

▼ You can set the Energy Saver mode whenever desired by pressing ⓔ (Energy Saver) during this period.

Energy Saver mode	◀▶
Low-Power mode	Low-Power mode
Auto Sleep mode	Sleep mode
Operation done ▲	▲ 15 minutes ▲ One hour Time

Additional Functions	Available Settings	Applicable Page
Timer Settings		
Date & Time Settings	Default Setting (12-digit number) Time Zone: GMT–12:00 to GMT+12:00, (GMT–05:00*) Daylight Saving Time: On*/Off, Between 2:00 a.m. on the first Sunday of April and 2:00 a.m. on the last Sunday of October	p. 3-45
Auto Sleep Time	10, 15, 20, 30, 40, 50 min., 1 hour*, 90 min., 2, 3, 4 hours	p. 3-49
Auto Clear Time	0 (no setting), 1 to 9 min., 2 min.*	p. 3-50
Time Until Unit Quiets Down	0 (no setting), 1 to 9 min., 0 min.*	p. 3-51
Daily Timer Settings	Sunday to Saturday, 00:00 to 23:59 in one-minute increments	p. 3-52
Low-power Mode Time	10, 15*, 20, 30, 40, 50 min., 1 hour, 90 min., 2, 3, 4 hours	p. 3-53
Adjustment/Cleaning		
Zoom Fine Adjustment	X/Y: 0*, –1.0% to +1.0% in 0.1% increments	p. 3-54
Saddle Stitcher Staple Repositioning	Press [Start]	p. 3-55
Saddle Stitch Position Adjustment	–2.0 mm to +2.0 mm (0 mm*) in 0.25 mm increments	p. 3-56
Double Staple Space Adjustment	2-3/4" to 5-7/8" (70 mm to 150 mm), 4-3/4"* (120mm)	p. 3-58
Exposure Recalibration	Copy/Send: 9 steps, 5*	p. 3-59
Trim Width Adjustment	11" x 17": –0.13 inch ~ +0.40 inch in 0.01 inch increments, 0 inch* A3: –0.37 inch ~ +0.40 inch in 0.01 inch increments, 0 inch* B4: –0.40 inch ~ +0.40 inch in 0.01 inch increments, 0 inch* LGL: –0.40 inch ~ +0.40 inch in 0.01 inch increments, 0 inch* A4R: –0.40 inch ~ +0.40 inch in 0.01 inch increments, 0 inch* LTRR: –0.40 inch ~ +0.28 inch in 0.01 inch increments, 0 inch*	p. 3-60
Page Number Position Adjustment	3/16" to 13/16" (5 mm to 20 mm), 7/16"* (12 mm)	p. 3-62
Feeder Cleaning	Press [Start]	p. 5-33
Wire Cleaning	Press [Start]	p. 5-34
Report Settings		
Settings	Send	p. 3-64
Print List	Send Network Printer	p. 3-64

Selecting and Storing Settings to Suit Your Needs

Setting the Timer (Timer Settings)

You can set the current date and time, and specify the time it takes for the machine to enter the Sleep Mode.

📝 NOTE
- The Timer Settings screen is made up of several screens. Use [▼] or [▲] to scroll to the desired screen, and make the required settings.

Setting the Current Date and Time

This enables you to set the current date and time. The set date and time also act as a guide to set functions which require a timer.

GMT: The time at the Greenwich Observatory in England is referred to as Greenwich Mean Time (GMT).

Time Zone: The standard time zones of the world are expressed globally in terms of the difference in hours (± up to 12 hours) from GMT (± 0 hours). A time zone is a region throughout which the time difference is the same.

Daylight Saving Time: In some countries, time is advanced throughout the summer season. The period in which this is applied is called <Daylight Saving Time>.

1 Call up the desired screen as follows:

⊛ (Additional Functions) → [Timer Settings] → [Date & Time Settings]

Selecting and Storing Settings to Suit Your Needs

2 Enter the current date (month, day, year) and time with ⓪ - ⑨ (numeric keys).
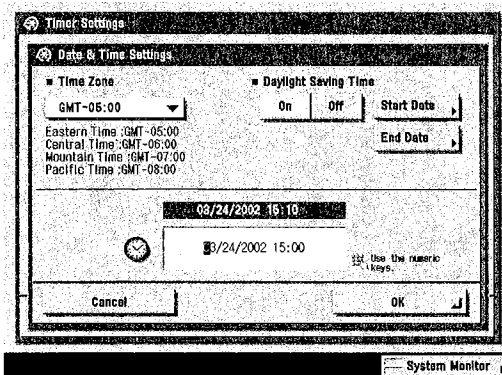
Enter all four digits for the year.

Enter the date, and enter the time in 24-hour notation as four consecutive digits.
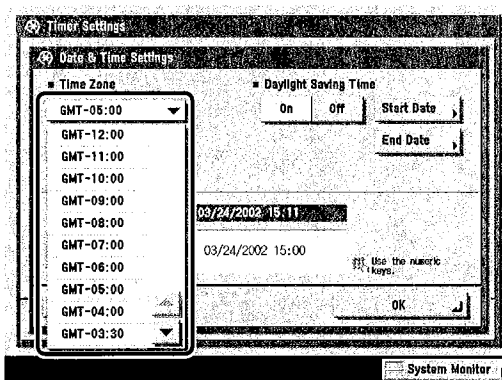
Examples: May 06 → 0605
            7:05 a.m. → 0705
            11:18 p.m. → 2318

✐ NOTE
• If you make a mistake when entering values, press ⓒ (Clear), and enter the values again, starting with the month.

● When Setting the Time Zone Settings:

▼ Select the time zone from the drop-down list.

✐ NOTE
• The default setting is 'GMT-05:00.'

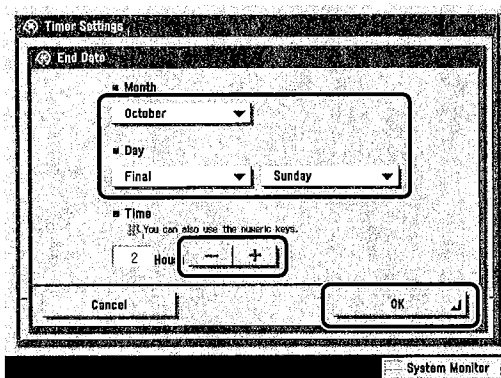● **When Selecting the Daylight Saving Time Settings:**

▼ Press [Start Date].
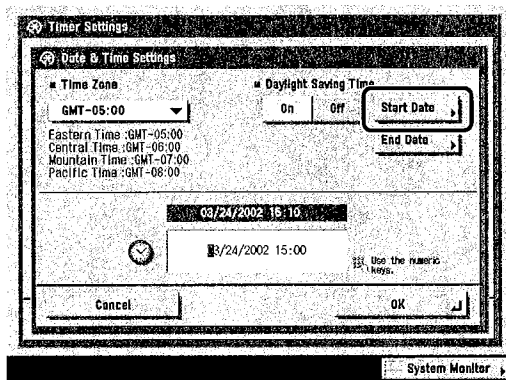
▼ Select the <Month> and <Day> from the drop-down list as shown below.

▼ Press [–] or [+] to set the time.

▼ When all the settings are complete, press [OK].

3
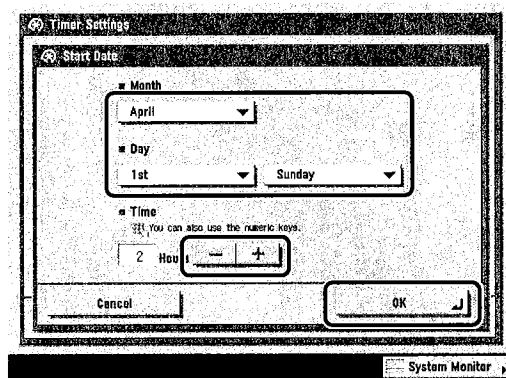
▼ Press [End Date] and make the settings in the same way as [Start Date], and press [OK].

📝 NOTE

• When you set the Daylight Saving Time, the machine automatically sets the standard time of the machine one-hour forward on the specified date and time.

• You can also set the time by pressing ⊙ - ⑨ (numeric keys).

• The Time settings can be set in one-hour increments from 0 to 23 hours.

• The default setting is 'On.' Between 2:00 a.m. on the first Sunday of April and 2:00 a.m. on the last Sunday of October.

3 Press [OK].
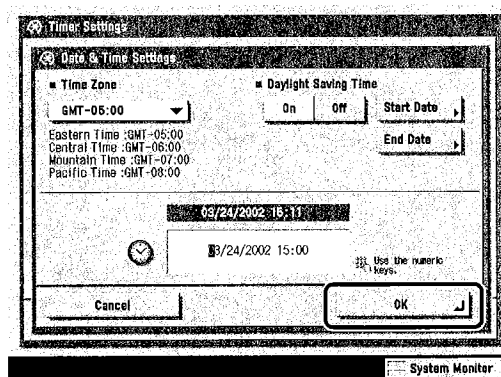
The specified mode is set.

4 Press [Done] repeatedly until the Basic Features screen appears.

If the machine is not operated (no keys are pressed) for a certain period of time, the control panel power switch automatically switches OFF to save power. The machine enters the Sleep mode.
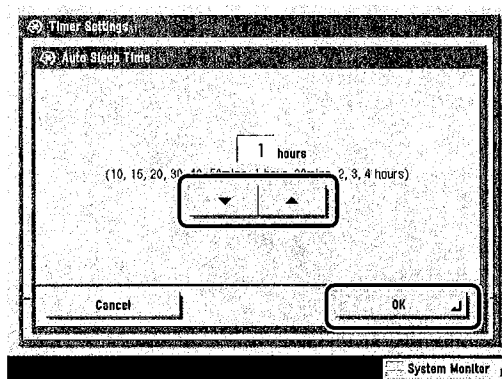
📎 NOTE
• The default setting is '1 hour.'

1 Call up the desired screen as follows:

⊛ (Additional Functions) → [Timer Settings] → [Auto Sleep Time]

2 Enter the desired Auto Sleep time period with [▼] or [▲], and press [OK].

The Auto Sleep Time settings are 10, 15, 20, 30, 40, or 50 minutes, 1 hour, 90 minutes, and 2, 3, or 4 hours (in one-hour increments).

The specified mode is set.

3 Press [Done] repeatedly until the Basic Features screen appears.

If the machine is not operated (no keys are pressed) for a certain period of time, the display returns to the Basic Features screen (Standard setting) of the selected function.

This time is called <Auto Clear Time>. The Auto Clear Time can be set from 0 to 9 minutes in one-minute increments, and can also be set to 'Off.'
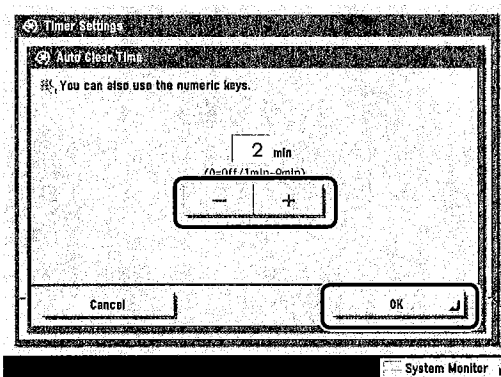
✐ NOTE
- When '0' is selected, the Auto Clear function is not set.
- The default setting is '2 minutes.'

1 Call up the desired screen as follows:

⊛ (Additional Functions) → [Timer Settings] → [Auto Clear Time]

2 Enter the desired Auto Clear time period with [–] or [+], and press [OK].

The Auto Clear Time settings are from 0 to 9 minutes (in one-minute increments).

You can also enter values using ⓪ - ⑨ (numeric keys).

The specified mode is set.

3 Press [Done] repeatedly until the Basic Features screen appears.

Setting the Time for the Unit to Quiet Down after the Last Task

This machine enters the Quiet mode after a specified amount of time has elapsed following a print job, or after a key has been pressed. You can specify the amount of time that elapses prior to entering the Quiet mode.
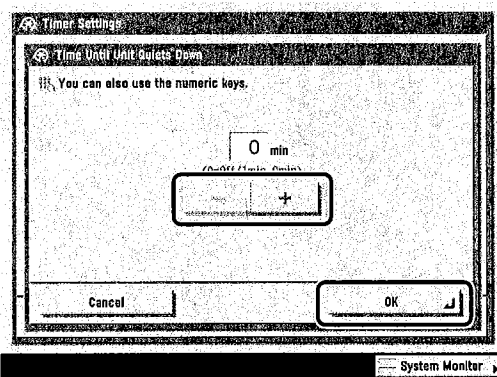
📝 NOTE
- When '0' is selected, the Quiet mode is not set.
- The default setting is '0 minute.'

1 Call up the desired screen as follows:

ⓐ (Additional Functions) → [Timer Settings] → [Time Until Unit Quiets Down]

2 Enter the desired time period with [–] or [+], and press [OK].

The Time Until Unit Quiets Down settings are from 0 to 9 minutes (in one-minute increments).

You can also enter values by using ⓪ - ⑨ (numeric keys).

The specified mode is set.

3 Press [Done] repeatedly until the Basic Features screen appears.

You can set the time that the machine is automatically turned OFF for each day of the week.

✐ NOTE

- Setting Range: Daily from Sunday to Saturday, 00:00 to 23:59 in one-minute increments.
- When the Auto Sleep Time and Daily Timer are both set, the Auto Sleep Time has priority.
- The default setting is 'no setting.'

1 Call up the desired screen as follows:

⊛ (Additional Functions) → [Timer Settings] → [Daily Timer Settings]

2 Select the day of the week, enter the time with ⓪ - ⑨ (numeric keys), and press [OK].
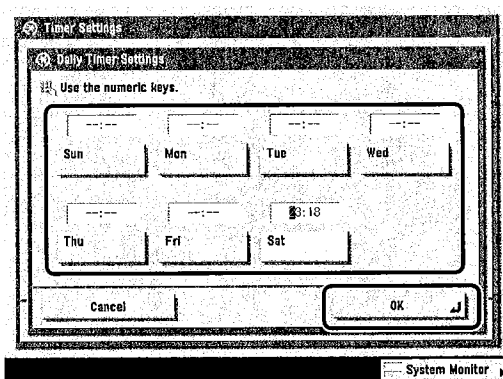
Enter the time in 24-hour notation, as four digits without a space.

Examples: 7:05 a.m. → 0705
            11:18 p.m. → 2318

If you make a mistake when entering the time, select the day of the week again, and enter a four-digit number.

If you do not want to specify a time, press ⓒ (Clear).

The specified mode is set.

3 Press [Done] repeatedly until the Basic Features screen appears.

If the machine is not operated (no keys are pressed) for a certain period of time after prints have been made or a key operation performed, the machine automatically enters the Low-Power mode. You can easily change the time it takes for the machine to enter the Low-Power mode.
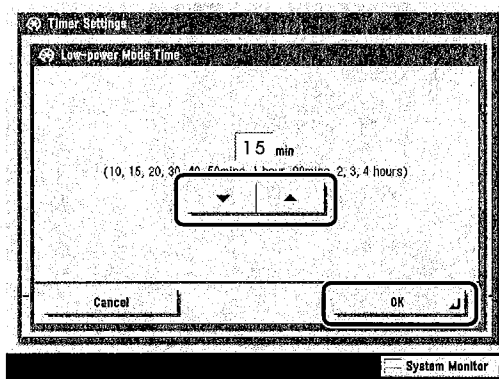
📎 NOTE

• The default setting is '15 minutes.'

1 **Call up the desired screen as follows:**

⊛ (Additional Functions) → [Timer Settings] → [▼] → [Low-power Mode Time]

2 **Enter the desired time period with [▼] or [▲], and press [OK].**

The Low-Power Mode Time settings are 10, 15, 20, 30, 40, or 50 minutes, 1 hour, 90 minutes, and 2, 3, or 4 hours (in one-hour increments).

The specified mode is set.

3 **Press [Done] repeatedly until the Basic Features screen appears.**