RICOH

fi-748PRB Imprinter

Operator's Guide

Contents

Note

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Introduction

Thank you for your purchase of the fi-748PRB Imprinter.

The fi-748PRB Imprinter is an optional unit to be used with the image scanner fi-7460/fi-7480.

This manual explains installation and connection, basic operations, and regular maintenance of the fi-748PRB Imprinter (imprinter, hereafter). Use the product correctly according to this manual.

For how to use the image scanner fi-7460/fi-7480 (scanner, hereafter), refer to "Image Scanner fi-7460/fi-7480 Operator's Guide" contained in the setup DVD-ROM included in the package.

We hope that this manual helps you make the most of the imprinter.

February 2023

Safety Information

The attached "Safety Precautions" manual contains important information about the safe and correct use of this product. Make sure that you read and understand it before using this product.

Manufacturer

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Other company names and product names are the registered trademarks or trademarks of the respective companies.

Abbreviations Used in This Manual

The operating systems and products in this manual are indicated as follows.

Name	Indication
Windows Server® 2012 Standard (64-bit)	Windows Server 2012 (*1)
Windows Server® 2012 R2 Standard (64-bit)	Windows Server 2012 R2 (*1)
Windows® 10 Home (32-bit/64-bit) Windows® 10 Pro (32-bit/64-bit) Windows® 10 Enterprise (32-bit/64-bit) Windows® 10 Education (32-bit/64-bit)	Windows 10 (*1)
Windows Server® 2016 Standard (64-bit)	Windows Server 2016 (*1)
Windows Server® 2019 Standard (64-bit)	Windows Server 2019 (*1)
Windows Server® 2022 Standard (64-bit)	Windows Server 2022 (*1)
Windows® 11 Home (64-bit) Windows® 11 Pro (64-bit) Windows® 11 Enterprise (64-bit) Windows® 11 Education (64-bit)	Windows 11 (*1)
PaperStream IP (TWAIN) PaperStream IP (TWAIN x64) PaperStream IP (ISIS) Bundle	PaperStream IP driver
fi-748PRB Imprinter	imprinter
Image Scanner fi-7460/fi-7480	scanner
Image Scanner fi-7460/fi-7480 Operator's Guide	Operator's Guide

*1: Where there is no distinction between the different versions of the above operating system, the general term "Windows" is used.

Arrow Symbols in This Manual

Right-arrow symbols (→) are used to separate icons or menu options you should select in succession.
Example: Click [Start] menu → [Control Panel].

Screen Examples in This Manual

Microsoft product screenshots are reprinted with permission from Microsoft Corporation.
The screen examples in this manual are subject to change without notice in the interest of product development.
If the actual displayed screen differs from the screen examples in this manual, operate by following the actual displayed screen while referring to the user's manual of the scanner application that you are using.
The actual windows and operations may differ depending on the operating system. Also note that with some scanner models, the screens and operations may differ from this manual when you update the software. In that case, refer to the manual provided upon updating the software.

Chapter 1 Preparations
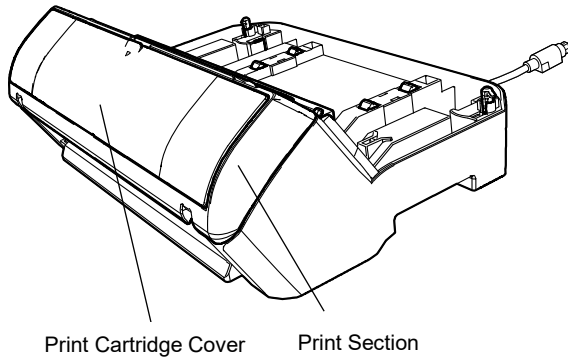
1.1. Checking the Package Contents

Check the package contents list that is included in the imprinter package box to make sure that all items are included in the package.
If anything is missing or damaged, contact the distributor/dealer where you purchased this product.
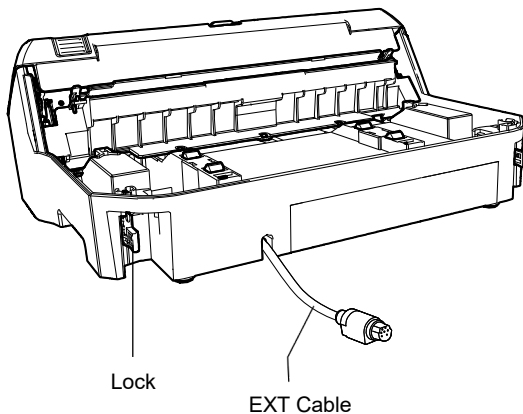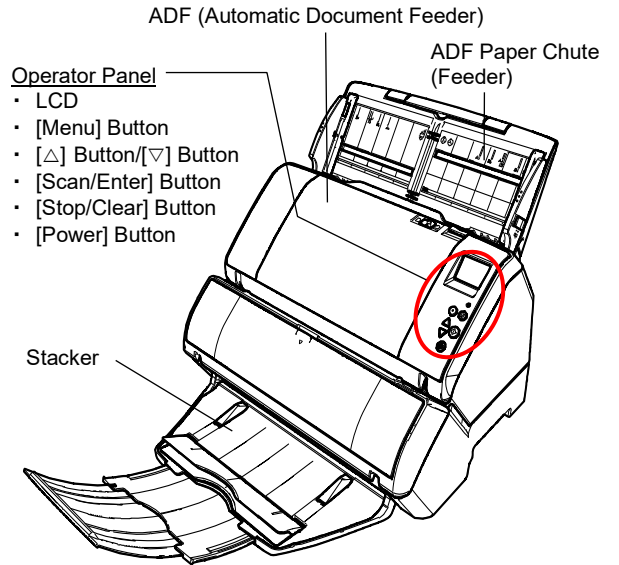Use this product and accessories carefully.

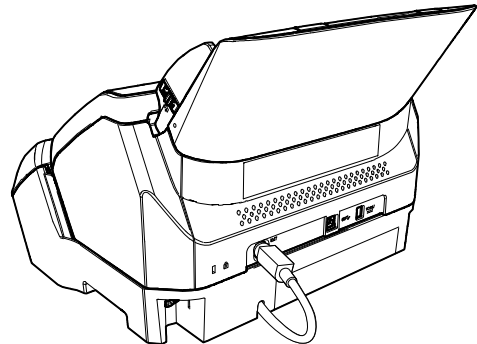## 1.2. Names of Component Parts

<u>Imprinter Unit</u>

Front

Print Cartridge Cover   Print Section

Back

Lock   EXT Cable

<u>Imprinter with Scanner Installed</u>

Front

ADF (Automatic Document Feeder)

Operator Panel
・ LCD
・ [Menu] Button
・ [△] Button/[▽] Button
・ [Scan/Enter] Button
・ [Stop/Clear] Button
・ [Power] Button

ADF Paper Chute (Feeder)

Stacker

Back

<u>\<Inside\></u>
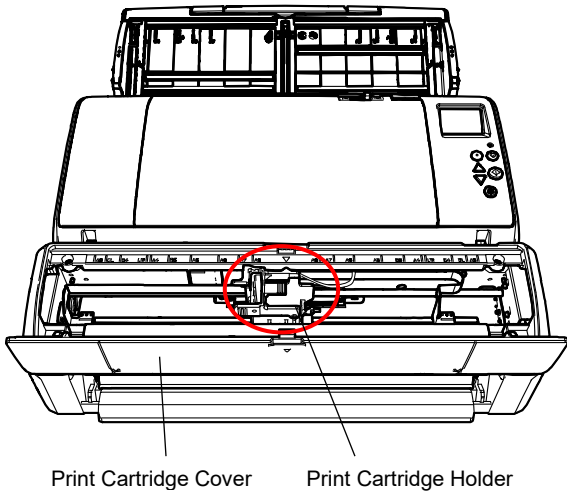

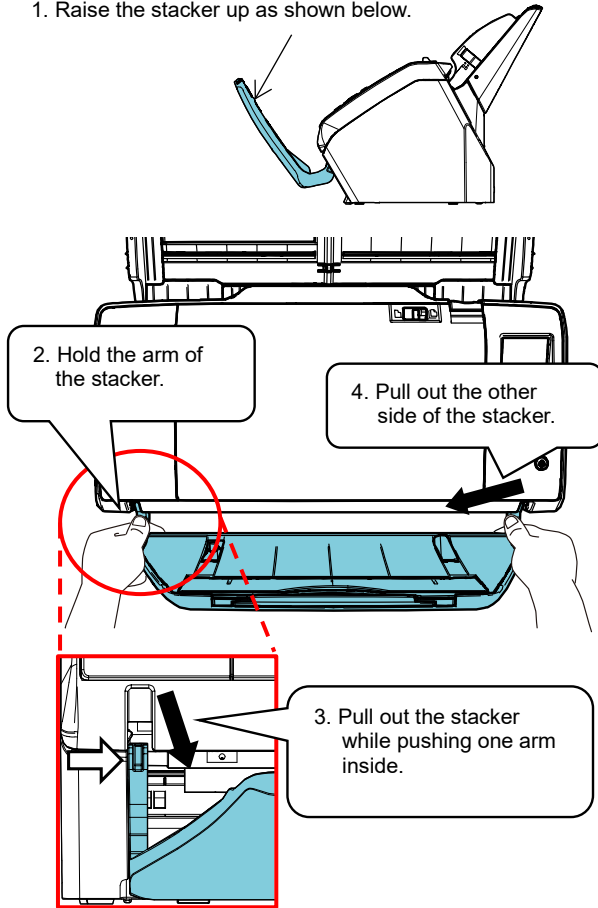Print Cartridge Cover   Print Cartridge Holder

Chapter 2 Installation

2.1. Installing the Imprinter

Install the imprinter as follows:

1. Turn off the scanner power and disconnect the power cable.

2. Remove the stacker from the scanner.

1. Raise the stacker up as shown below.

2. Hold the arm of the stacker.

4. Pull out the other side of the stacker.

3. Pull out the stacker while pushing one arm inside.

ATTENTION
- You must remove the stacker before installing the imprinter.
- Do not pull forcibly, since this might damage the stacker.

3. Install the scanner onto the imprinter.

Hold the scanner above the rear of the imprinter. Gently place the scanner onto the imprinter base while lowering and pushing it forward until it touches the imprinter.
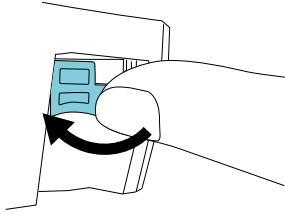

ATTENTION
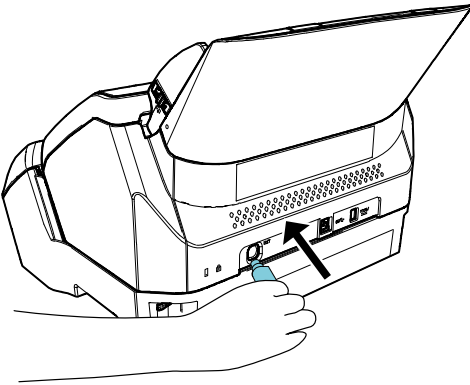Be careful not to get your fingers caught.

After Installation
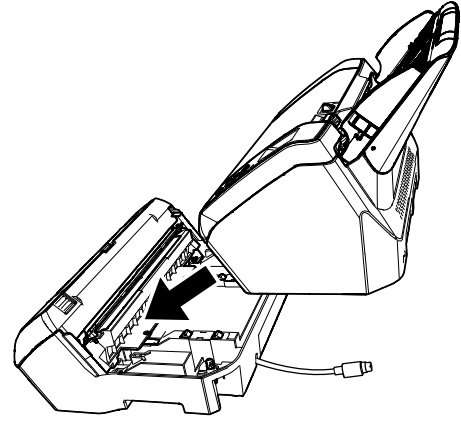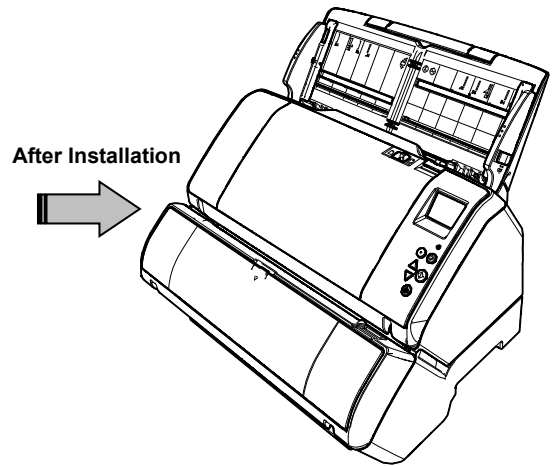
4. Raise the locks (two locks on the rear side).
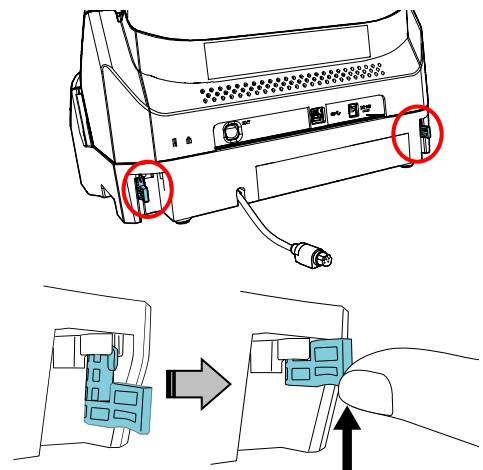
5. Turn the locks inside (two locks on the rear side).

6. Connect the EXT cable to the connector on the rear of the scanner.

> **ATTENTION**
> The imprinter will not work if the EXT cable is not connected to the scanner. Scanning when the EXT cable is not connected can cause documents to jam inside the imprinter.

7. Install the stacker removed in procedure 2 above to the imprinter.

1. Hook one of the arms.

2. Then engage the other arm by pushing it.
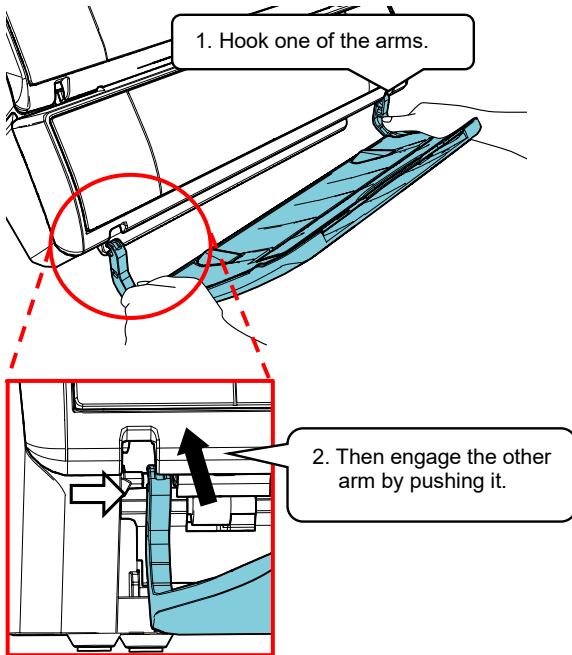
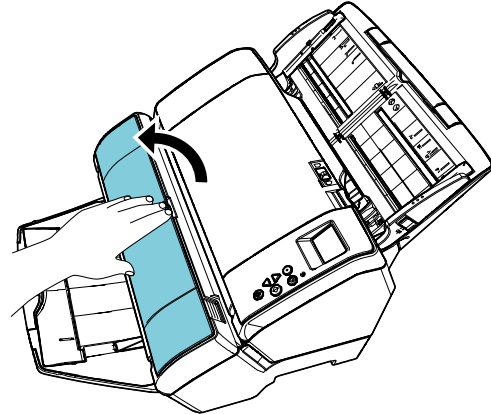8. Connect the power cable to the scanner.

2.2. Loading the Print Cartridge
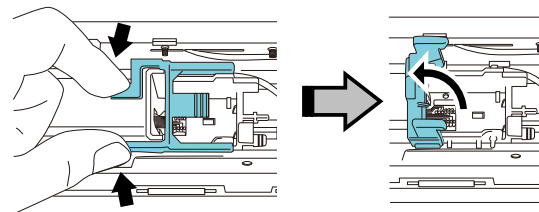
Load the print cartridge as follows:

> **ATTENTION**
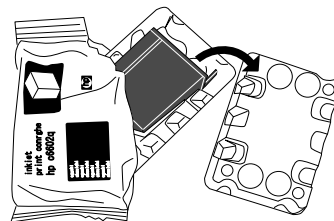> When installing the print cartridge, install it properly.

1. Turn off the scanner.

2. Place your hand in the middle part of the print cartridge cover and open it as shown below.
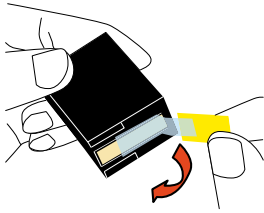

3. Remove the tape which fixes the print cartridge holder.

4. Lift the print cartridge holder by pinching the lever with your fingers as shown below.

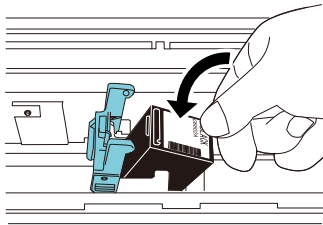5. Take out the print cartridge from the bag.

6. Remove the protection tape on the print cartridge.

7. Put the print cartridge into the holder with its tab pointing to the right.

8. Bring down the arm of the print cartridge holder down gently until it locks in and set the print cartridge in place.

9. Move the print cartridge to an appropriate printing position.

The print cartridge should be positioned within the section where the document will pass through.

10. Close the print cartridge cover.

2.3. Test Print

After loading the print cartridge, check if the printing operation works normally.

HINT
For details about the operator panel, refer to the Operator's Guide provided with the scanner.

1. Push the [Power] button of the operator panel of the scanner.

   ⇨ The [Ready] screen is shown on the LCD.

2. Load a blank document in the scanner.

HINT
- Use A3 or Double Letter size blank paper. If the size is smaller than A4 or Letter, printing may not be completed successfully.
- Confirm that the print cartridge is positioned within the document width.
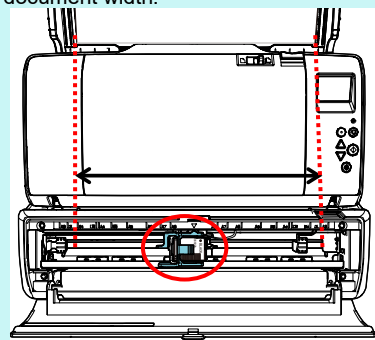
3. Press the [Menu] button.
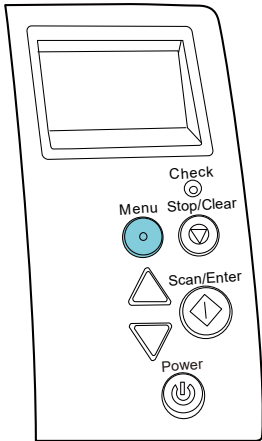
⇨ The [Settings Menu] screen is shown on the LCD.

4. Select [3: Test Print] by pressing the [△] button or the [▽] button, and confirm the selection by pressing the [Scan/Enter] button.

⇨ The [No. of Sheets Scanned] screen is shown on the LCD.

ATTENTION
If the Imprinter is disconnected or not connected properly, [Cannot use this function because the Imprinter is not connected.] is shown on the LCD.

5. Select [1: Single Sheet Only] or [2: Multiple Sheets] by pressing the [△] button or the [▽] button, and then confirm the selection by pressing the [Scan/Enter] button.

When [2: Multiple Sheets] is selected, printing is performed for all sheets set in the scanner.

⇨ The [Print Pattern] screen is shown on the LCD.

6. Select a print pattern by pressing the [△] button or the [▽] button, and then confirm the selection by pressing the [Scan/Enter] button.

HINT
Below are the print test patterns:

Test Pattern 1 (Horizontal):
ABCDEFGHIJKLMNOPQRSTUVWXYZ[¥]^_`00000000

Test Pattern 2 (Horizontal):
abcdefghijklmnopqrstuvwxyz{|}¯ 00000000

Test Pattern 3 (Horizontal):
!"#$%&'()*+,-./0123456789:;<=>?@00000000

Test Pattern 4 (Vertical):
ABCDEFGHIJKLMNOPQRSTUVWXYZ[¥]^_`00000000

Test Pattern 5 (Vertical):
abcdefghijklmnopqrstuvwxyz{|}¯ 00000000

Test Pattern 6 (Vertical):
!"#$%&'()*+,-./0123456789:;<=>?@00000000

The numbering section "00000000" increases in increments of one, starting from 0 (zero).
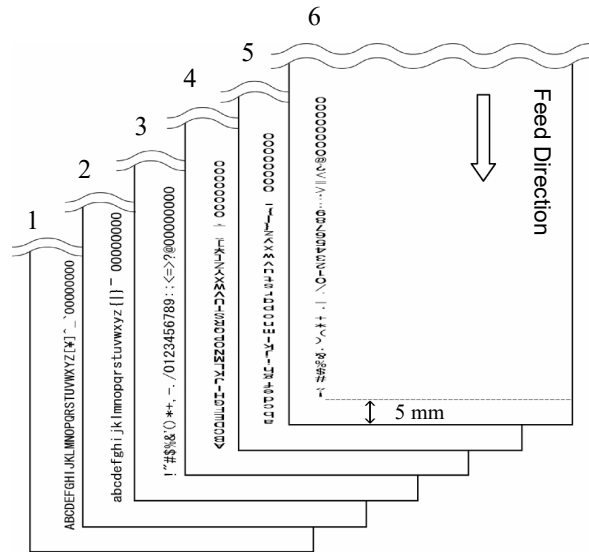
Test Pattern Print Sample

⇨ The [Test Print] screen is shown on the LCD.

7. Select [1: Yes] by pressing the [△] button or the [▽] button, and then confirm the selection by pressing the [Scan/Enter] button.

⇨ The blank sheet is fed into the scanner, and the imprinter will print out a print test pattern leaving a 5 mm gap (with an allowance of 4 mm inwards or outwards) from the edge of the document.

8. To finish the print test, press the [Power] button on the operator panel of the scanner to turn off the power of the scanner.

Chapter 3 Basic Operation

3.1. Setting the Print Position

Set the print position in the following steps.
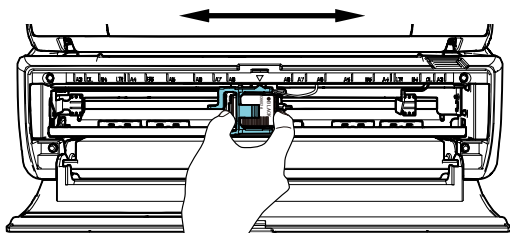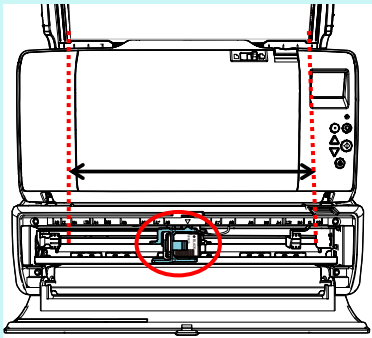
1. Open the print cartridge cover.

2. Move the print cartridge to an appropriate printing position.

   Hold the print cartridge, as below, and slide it to the left or right within the document width to set it at a suitable print starting position.

> **HINT**
> - The triangle-shaped protrusion on the print cartridge holder indicates the print head. Use the protrusion as a guide for the print position.
> - The document size markings are on the upper side of the print cartridge. Use the markings as a guide for the document width.
> - Load the actual document in the scanner and make sure that the print cartridge is positioned within the width of document.
>
>

3. Close the print cartridge cover.

3.2. Print Setup

You can configure settings for the imprinter by using the scanner driver's setup window.

> **HINT**
> How to run the scanner driver differs depending on the application. For details, refer to the manual or help of the application being used.

> **HINT**
> The following items can be specified. For details, refer to the help of the PaperStream IP driver.
> - Imprinter status (on or off)
> - Whether the PaperStream IP driver is synchronized with the Digital Endorser
> - Printing settings (such as font type, direction, the print starting position, character strings to be printed, and initial, increased and decreased values for the counter)

3.3 How to Use the Stacker Tab

Use the stacker tab when the document could not be ejected smoothly.

1. Raise the stacker.

2. Lift up the stacker tab (one on each side).

3. Put back the stacker.
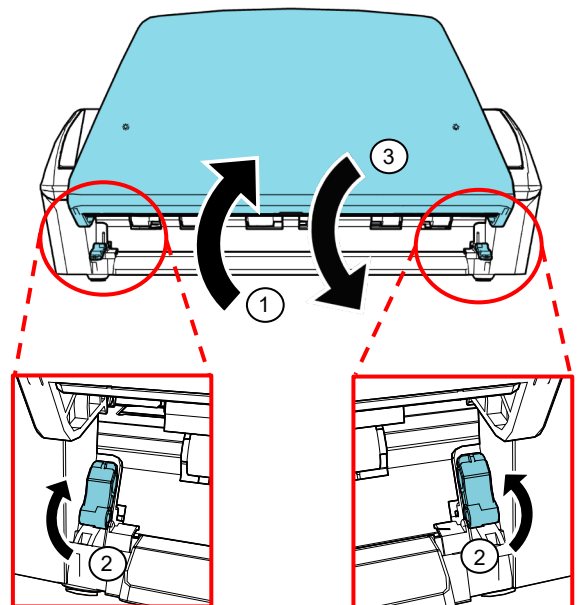
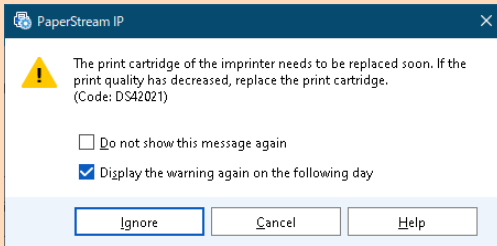# 3.4. Replacing the Print Cartridge

The print cartridge is a consumable.
Replace the print cartridge as follows:

> **ATTENTION**
> - When the following message appears, replace the print cartridge as soon as possible. If you continue to print without replacing the cartridge, your print output will be faded.
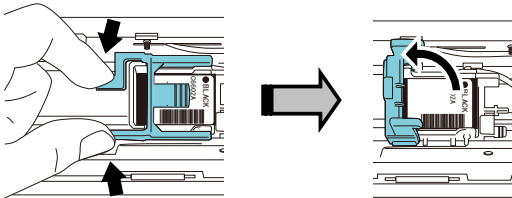>
>
>
> - When replacing the print cartridge with another cartridge, make sure it is installed properly.

1. Turn off the scanner.

2. Place your hand in the middle part of the print cartridge and open it as shown below.
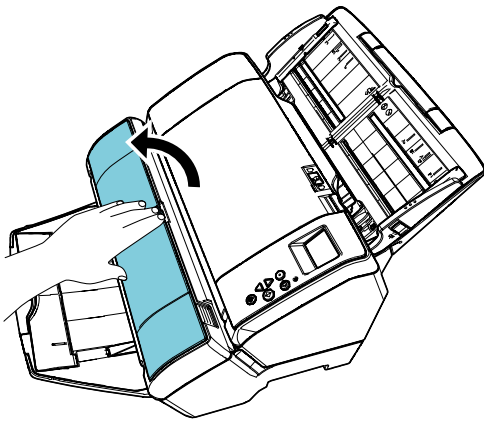
3. Lift the print cartridge holder by pinching the lever with your fingers as shown below.

4. Remove the old print cartridge.
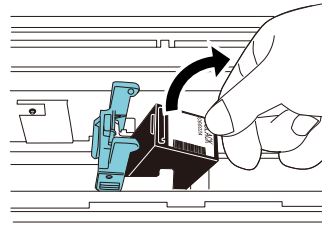
5. Remove the protection tape on the new print cartridge.
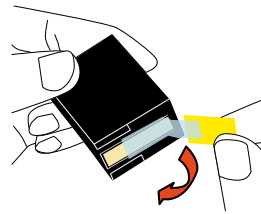
> **ATTENTION**
> Do not touch the metal part of the print cartridge nor put the tape back again.

6. Put the print cartridge into the holder with its tab pointing to the right.
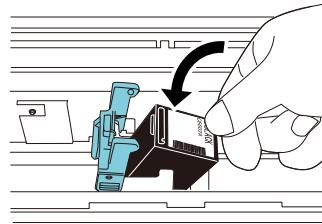
> **ATTENTION**
> Be careful not to let the print cartridge catch the print circuit film.

7. Bring the arm down gently until it locks in and set the print cartridge in place.

8. Move the print cartridge to an appropriate printing position.

The print cartridge should be positioned within the section where the document will pass through.

9. Close the print cartridge cover.
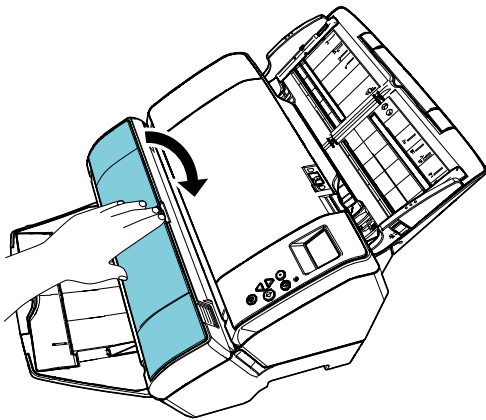
10. Turn on the scanner.

11. Reset the ink counter in the following procedure.

① Display the [Software Operation Panel] window.
   Windows Server 2012
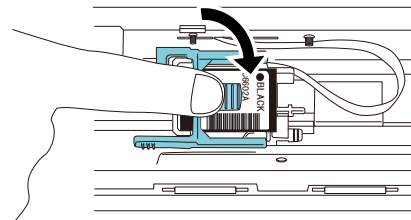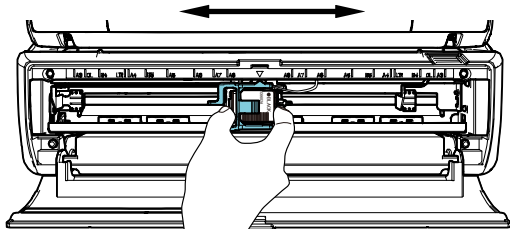   Right-click the Start screen, and select [All apps] on the app bar → [Software Operation Panel] under [fi Series].
   Windows Server 2012 R2
   Click [↓] on the lower left side of the Start screen and select [Software Operation Panel] under [fi Series].
   To display [↓], move the mouse cursor.
   Windows 10/Windows Server 2016/Windows Server 2019/Windows Server 2022
   Click [Start] menu → [fi Series] → [Software Operation Panel].
   Windows 11
   Click [Start] menu → [All apps] → [fi Series] → [Software Operation Panel].

② Click [Device Setting] from the list on the left, and then click the [Clear] button of [Remaining Ink].
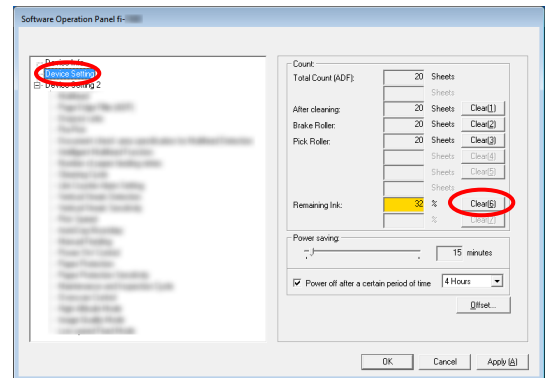
⇨ The value of the counter is set to 100.

③ Click the [OK] button on the [Software Operation Panel] window.

④ A message appears. Click the [OK] button.

   ⇨ The [Software Operation Panel] window closes, and the ink counter is cleared.

3.5. Removing Jammed Documents

If a document jams, remove the jammed document as follows:

ATTENTION
Open the ADF and the print section to remove the jammed document. Do not pull out the document forcefully.

1. Remove the documents from the ADF paper chute (feeder).

2. Hold both ends of the print section, and open it as shown in the figure.
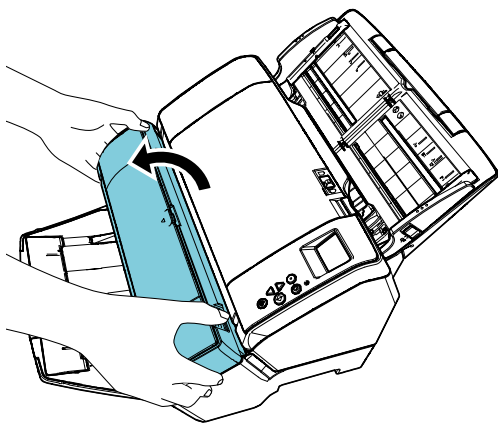
ATTENTION
When you open the ADF, be sure to open the print section beforehand.

3. Open the ADF.
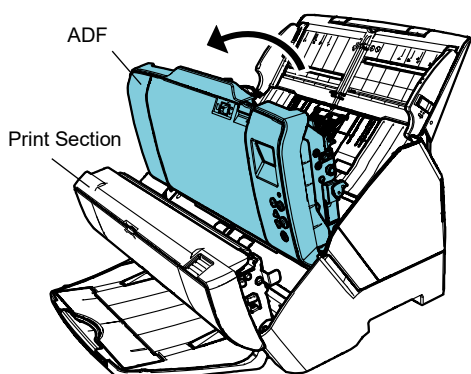
4. Remove the jammed documents.

5. Close the ADF.
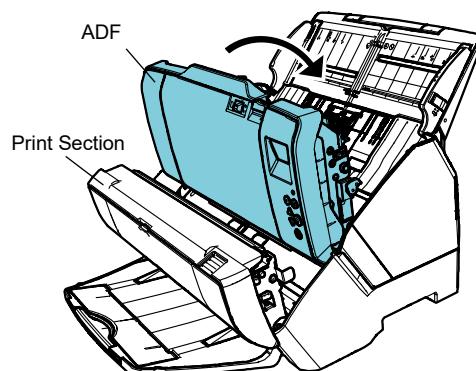
6. Hold both ends of the print section, and close it as shown in the figure.
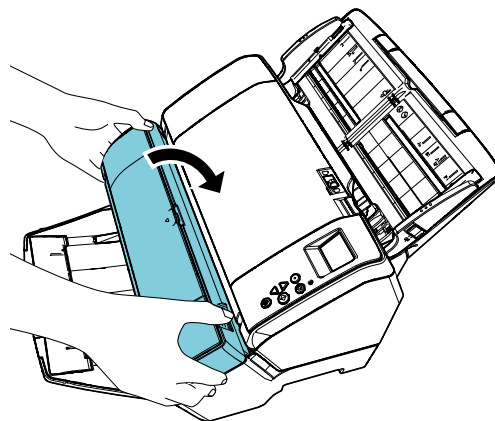
ATTENTION
- Make sure that the ADF is closed before you close the print section.
- Be careful not to get your fingers caught.
- Do not move the Imprinter or give it a jolt while printing. Printing may be out of order.
- When you do not use the imprinter for a long time, remove the print cartridge from the imprinter. Ink will be consumed every time the scanner is powered-on even if printing is not done.
- Do not move the scanner with the imprinter installed. The imprinter may be damaged.

Chapter 4 Daily Care

4.1. Cleaning the Print Cartridge

Ink stains stuck to the nozzle plate of the print cartridge or leaving the Imprinter unused for a while may cause poor print quality due to blocked ink emission holes in the nozzle. If your Imprinter has these types of trouble, clean the nozzle plate of the print cartridge.

> **ATTENTION**
> For cleaning, use a dry lint-free cloth, and gently wipe off dirt from the surface of the nozzle plate. (Do not use a tissue.)

> **HINT**
> If the ink emission holes are still blocked after cleaning the print cartridge, replace it with a new cartridge.

1. Turn off the scanner.

2. Remove the print cartridge.
   (Refer to "3.4. Replacing the Print Cartridge".)

Nozzle Plate

> **ATTENTION**
> Be careful not to touch the nozzle plate or the contact part with your hand as this may cause poor print quality or contact errors.

3. Wipe off the dirt on the nozzle plate gently.

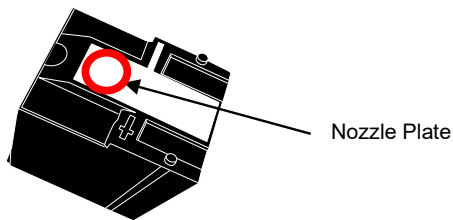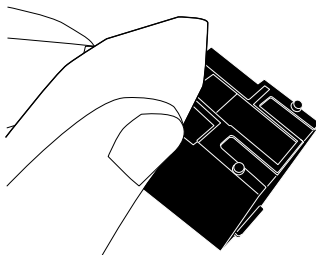4. Make sure that the dirt is removed and then reinstall the print cartridge. (Refer to "3.4. Replacing the Print Cartridge".)

> **ATTENTION**
> When installing the print cartridge, install it properly.

4.2. Cleaning the Imprinter

While you use the imprinter frequently, ink sticks to the print cartridge holder base which makes the paper dirty.
As a part of daily maintenance, clean the print cartridge holder base by following the procedure below.

> **ATTENTION**
> When cleaning, use an absorbent cloth or a waste cloth, and gently wipe off the dirt.
> If the ink is dried, gently wipe it with a moistened cloth. (Since the ink is water soluble, it can be cleaned with water.)

1. Turn off the scanner.

2. Remove the print cartridge.
   (Refer to "3.4. Replacing the Print Cartridge".)

3. Open the print section.

4. Clean the print cartridge holder base by pressing a cloth or a waste cloth gently on it to wipe off the dirt.
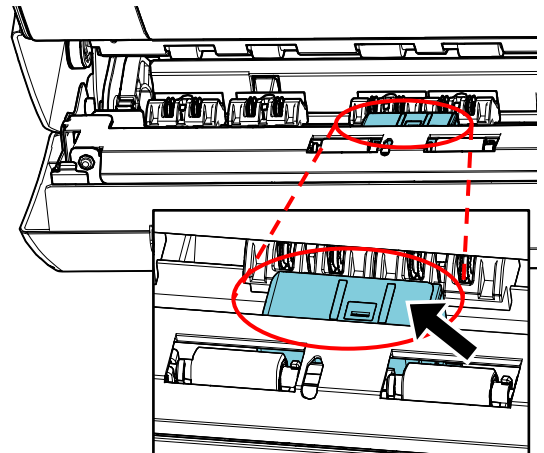
> **ATTENTION**
> When cleaning, be careful not to touch the metal wheels located at the print section.
>
>
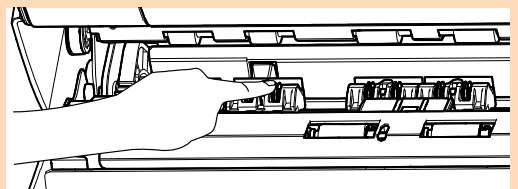
5. Confirm that the dirt is removed and then close the print section.

6. Reinstall the print cartridge.
   (Refer to "3.4. Replacing the Print Cartridge".)

4.3. Cleaning the Rollers

When ink or paper dust is stuck on the imprinter feed roller surfaces, documents may not feed smoothly.
To prevent feed problems, clean the roller surfaces regularly.

1. Open the print section.

2. Clean the rubber rollers.

   Clean the rubber rollers (eight in total) under the feeding section.

   Print Section

   Gently wipe the dirt and dust off the surface of the rollers with a cloth moistened with Cleaner F1.

   ATTENTION
   It may take a long time to dry if an excessive amount of Cleaner F1 is used. Use it in small quantity. Wipe off the cleaner completely to leave no residue on the cleaned parts.

   Clean the entire surface of the rubber rollers as you rotate them manually.

   ATTENTION
   When cleaning, be careful not to touch the metal wheels located at the print section.
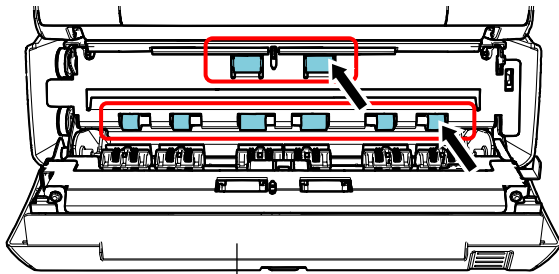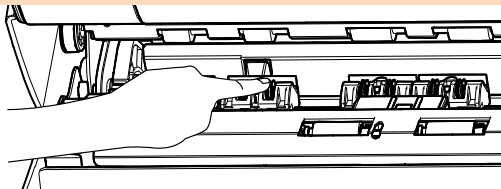
3. Clean the plastic rollers.

   Clean the two plastic rollers (black) at the print section.
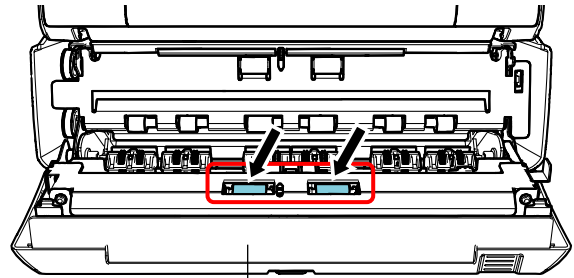
   Print Section

   Rotate the rollers manually while gently wiping the dirt and dust off the surface of the rollers with a cloth moistened with Cleaner F1.

4. Confirm that the dirt is removed and then close the print section.

4.4. Cleaning Materials

Name	Part No.	Notes
Cleaner F1	PA03950-0352	Volume: 100 ml
Cleaning Wipe	PA03950-0419	24 packets (*1) (*2)

*1 For information about the cleaning materials, contact the distributor/dealer where you purchased this product.

*2 Pre-moistened with Cleaner F1. It can be used instead of moistening a cloth with Cleaner F1.

ATTENTION
- In order to use the cleaning materials safely and correctly, read the precautions on each product thoroughly.
- It may take a long time to dry if an excessive amount of Cleaner F1 is used. Use it in small quantity. Wipe off the cleaner completely to leave no residue on the cleaned parts.

Chapter 5 Error Messages

This chapter explains the imprinter error messages.
Error codes and error messages are displayed on the LCD. Refer to the error codes and the error messages that are displayed for troubleshooting.

> **HINT**
> For details on the error messages and other errors, refer to the Operator's Guide provided with the scanner.

Error Code	Error Details	Action
U5:4A (*1)	Imprinter Cover Open	Close the print section of the imprinter, and load the document again.
U6:B4	Print cartridge not installed	No print cartridge is installed. Check if the print cartridge is installed correctly. If the problem persists, write down the displayed error code and contact the distributor/dealer where you purchased this product.
A0:B2	Imprinter error (RAM)	An error occurred in the imprinter. Try the following: 1. Confirm that the EXT cable of the imprinter is connected properly to the EXT connector on the back of the scanner. 2. Confirm that the print cartridge is installed correctly. 3. Turn the scanner off then back on. If the problem persists, write down the displayed error code and contact the distributor/dealer where you purchased this product.
A1:B3	Imprinter error (communication timeout)	
A2:B5	Imprinter error (print head)	
A3:B6	Imprinter error (EEPROM)	
A4:B8	Imprinter error (ROM)	
H6:B1	Imprinter system error	An error occurred in the imprinter. Turn the scanner off then back on. If the problem persists, write down the displayed error code and contact the distributor/dealer where you purchased this product.

*1: When you open the imprinter print section while the scanner is in standby, only an error message will appear without an error code. Also, note that buttons on the operator panel are disabled while the imprinter print section is open.

Chapter 6 Specifications

Item	Specification
Printing Method	Thermal inkjet printing
Print Timing	Post printing, rear surface printing
Printing Characters	Alphabet: A to Z, a to z Numeric characters: 0, 1 to 9 Symbols: ! " # $ % & ' ( ) * + , - . / : ; < = > ? @ [¥] ^ _ ` { | } ¯
Maximum Number of Characters per Line	Maximum of 43 digits
Print Orientation	Normal, Bold: 0º, 180º (horizontal), 90º, 270º (vertical) Narrow: 0º, 180º (horizontal)
Character Size	Normal, Bold: Height 2.91 × width 2.82 mm/0.1146 × 0.1110 in.(horizontal orientation), Height 2.82 × width 2.91 mm/0.1110 × 0.1146 in. (vertical orientation) Narrow: Height 2.91 × width 2.12 mm/0.1146 × 0.0835 in. (horizontal orientation)
Character Pitch	3.53 mm (Normal, Bold), 2.54 mm (Narrow)
Font Style	Regular, Bold
Character Width	Normal, Bold, Narrow

Document That Can Be Scanned	Documents that can be scanned with the scanner
	For details, refer to the Operator's Guide provided with the scanner.
	Note that the paper size and weight are as follows:
	- Maximum size (width × length)
	  304.8 mm × 431.8 mm/12.0 in. × 17.0 in.
	- Minimum size (width × length)
	  50.8 mm × 69 mm/2.00 in. × 2.72 in.
	- Paper weight
	  52 to 127 g/m2 (14 to 34 lb)
	
	ATTENTION
	● Documents with glossy surface such as thermal paper, thermal transfer paper, coated paper, and art paper take longer time for the ink to dry and may cause poor print quality. The Imprinter must be cleaned more frequently if you use these types of papers.
	● Thick plastic documents such as credit cards and a Carrier Sheet cannot be scanned when the imprinter is installed.

Printing Area	 A = 5 mm B = 5 mm C = 5 mm D = 5 mm (0.20 in.) **ATTENTION** Do not print within 5 mm from the edge of the document.
Accuracy of Printing Position	±4 mm from the starting point for feed direction
Dimension	Without scanner: 399 (W) × 298 (D) × 150 (H) (mm)/15.71 (W) × 11.73 (D) × 5.91 (H) (in.) With scanner: 399 (W) × 298 (D) × 232 (H) (mm)/15.71 (W) × 11.73 (D) × 9.13 (H) (in.) (Excluding the interface cable, ADF paper chute (feeder) and stacker)
Weight	3.5 kg (7.72 lb)
Ambient Condition	Temperature: 10 to 35ºC (50 to 95 ºF), Humidity: 20 to 80%
Consumable	Print cartridge (PART No.: CA00050-0262) (See page 18 "Contact for Purchasing Consumables or Cleaning

	Materials".) The printable number of characters: 4,000,000 characters (The printable number of characters differs depending on the characters to be printed.) Replacement cycle: 4,000,000 characters or six months after opening (A print cartridge has a specific expiration date, and the expiration period differs whether the package is opened or not. Start using the print cartridge before the expiration date that is written on the package.)

Contact for Inquiries

Refer to the contact list on the following web page:
https://imagescanner.fujitsu.com/r/ctl/

Image Scanner fi Series
>
> For other inquiries regarding the scanner, refer to the following web page:
> https://www.fujitsu.com/global/support/products/computing/peripheral/scanners/fi/
>
> If the solution to your problem cannot be found on the above web page, refer to the contact information for your distributor/dealer on the following web page:
> https://www.fujitsu.com/global/about/resources/shop/computing/peripheral/scanners/index.html

Contact for Purchasing Consumables or Cleaning Materials
>
> https://imagescanner.fujitsu.com/r/ctl/