

# Quick Reference Notes - Daily Care 節見場作 口觉保美

# 簡易操作 - 日常保養

ApeosPort<sup>®</sup> - VII C4421 / C3321

Prepared by Customer Training Team © FUJIFILM Business Innovation Hong Kong Limited

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### │ CLEAR PAPER JAM 夾紙排解

#### 1.1 DUPLEX AUTOMATIC DOCUMENT FEEDER / 自動雙面送稿裝置

- 1. Open the document feeder left cover until it stops.
- 向上拉起自動送稿裝置左蓋把手,將左蓋 完全打開。



2. If the orginal is not caught in the entry of the document feeder, pull out the



orginal.

3. Make Sure that the orginal is not torn, wrinkled or folded, and then load the orginal again following the instructions displayed on the touch screen.



2. 若原稿並未卡在送稿裝置的入口·將原稿 抽出。



 確定原稿是否未撕破、起皺或摺疊,再依 照觸控式顯示面板中的指示重新方入原 稿。

#### 1.2 TRAY 1 AND TRAY 5/ 紙盤 1 及紙盤 5

1. Remove any paper from the Tray 5.



2. Pull Tray 5 out of the main unit.



3. Pull Tray 1 out of the main unit.



4. Remove any paper jammed in the device interior.



5. Insert Tray 1 and Tray 5 into the main unit completely.

1. 移除紙盤 5 上面的紙張。



2. 把紙盤5從機身拉出。



3. 把紙盤1從機身拉出。



4. 把裝置內的卡紙移除。



5. 把紙盤1及紙盤5正確插入機身內。

#### 1.3 FUSING UNIT/ 熔著部組件

1. Lift the rear door release and pull open the door.



2. Open the green tab of the fusing unit.



3. Remove any jammed paper.



1. 提起後蓋拉桿,拉開後蓋。



2. 打開定影組件的綠色把手。



3. 取出任何卡住的紙張。



## 2 REPLACING TONER 更換碳粉匣

1. Make sure that the device is not operating, and open the front door.



2. Pull out the toner cartridge slowly.



3. Shake the new toner cartridge gently.



4. Hold the cartridge with the arrow facing up, and insert the cartridge slowly.



5. Close the front door.

 先確定裝置已經停止運作·然後開啟前 蓋。



2. 慢慢拉出碳粉卡匣。



3. 輕輕搖晃新碳粉卡匣。



 把碳粉卡匣的箭咀標誌向上·然後慢慢地 插入卡匣。



5. 關上前蓋。

## **3** REPLACING WASTE TONER CONTAINER 更換碳粉回收匣

1. Make sure that the device is not operating, and open the right door.



2. Take out the waste toner container from the device.



3. Put the new waste toner container into the device properly.



 先確定裝置已經停止運作·然後開啟右 蓋。



2. 把碳粉回收匣從裝置中取出。



3. 把新的碳粉回收匣正確地裝回裝置內。



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