



Operation Manual of ASTA-AS-P1030DN

Special Black and White Double-sided Laser Printer



Please read this manual carefully before installing and using this product.

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1.Product Safety Instructions

Instructions before use: this instruction manual is applicable to ASTA-AS-P1030DN.

Before using this product, please read the "Safety Instructions" carefully to ensure safe use. This product and the recommended consumables have been tested and can meet the strict safety requirements, including the approval of the safety organization, and meet the environmental standards. Failure to follow these instructions may increase the risk of fire, electric shock, burn or suffocation. ASTA will not be responsible for any damage caused by the user's failure to follow the instructions in this manual.

Please follow the warning instructions on this product. Warning signs represent:

	Danger	Warn users that if they ignore this information and wrong operation, it may cause death or injury, indicating a high degree of warning.
	Warning	Warn users that if they ignore this information and wrong operation, death or injury may result.



Caution

Warn users that if they ignore this information and wrong operation, it may cause human injury or damage to the machine.

1.1 Electrical Safety



Warning

1. This product shall be connected to the AC power supply within the range specified on the nameplate. Please check the nameplate of this product to confirm the rated current and voltage.
2. Never plug or unplug the plug with wet hands, it may cause electric shock.
3. Do not place objects on the power cord.
4. Keep the power plug and socket clean at all times. In dusty or humid environment, the connector may generate small current, which may cause heat and eventually lead to fire.
5. In order to avoid electric fire, please use the power cord provided with this product.

The power cord is only used for this product. Do not use it for other products.

Do not damage or change the power cord.

If the power line is damaged or the insulated wire is exposed, please contact ASTA sales representative for replacement.



Warning

1. Before cleaning this product, please turn off the machine power and unplug the power plug. Working with the machine power on may cause electric shock.
2. When the power is on, do not pull out the power plug or reinsert the power plug into the socket, which may cause the plug to deform or heat.
3. When pulling out the power plug, grasp the plug instead of the power cord, otherwise it may cause damage to the power cord, electric shock or fire.
4. If you do not use the machine for a long time, turn off the machine and pull out the power plug.
5. Turn off the power supply of this product once a month and check:
 - Is the power plug firmly inserted into the socket?
 - Is the power plug overheated, rusted or bent?
 - Is the power plug and socket clean?

- Is the power cord cracked or worn?

If any abnormality is found, first turn off the power supply of this product and unplug the power plug, and then contact the local ASTA representative.

6. After the power switch of this product is turned off, zero energy consumption can be achieved only when the power plug is unplugged.

1.2 Installation Safety



Warning

Do not place this product in a place where the power cord may be trampled or crossed by people. Friction and excessive pressure may cause heat and eventually lead to electric shock or fire.



Caution

1. Do not place this product in the following places:
 - Near radiator or other heat sources
 - Near the place where the curtain and other inflammable
 - Places with high temperature, humidity, dust or poor ventilation

- Where the sun shines
 - Near cookers or humidifiers
2. Place the product in a well-ventilated place. Do not block the vent of the product to avoid fire due to overheating.

Please make sure to leave room for ventilation and plugging in and out the power plug. If there is any abnormal situation, unplug the power plug of this product.

3. Do not tilt the product more than 10 degrees, otherwise, the product may fall and cause personal injury.
4. In order to maintain the good performance of the product, the product should be used under the following environmental conditions:

- Temperature: 5-35°C
- Humidity: 20-80%

When the product is placed in a low temperature room and the room temperature rises rapidly through the heater, water droplets will form in the product and cause partial loss of printed data.

5.  This machine is only suitable for safe use in altitude below 2000m.
6.  This machine is only suitable for safe use in non-tropical climate.

1.3 Operation Safety



Warning

1. This product has safety design, and operators are not allowed to touch dangerous parts. The dangerous parts are equipped with covers or baffles that can be removed only with tools to limit the access of operators. To avoid electric shock and personal injury, do not remove these covers or baffles.
2. In case of the following situations, please turn off the power supply of this product immediately, then pull the plug out of the socket and give it to professional maintenance personnel for treatment:
 - The power cord is damaged or worn
 - This product smokes or has high surface temperature
 - This product emits abnormal noise or bad smell
 - Circuit breaker, fuse or other safety device activated
 - There is liquid entering the product
 - This product is exposed to rain or water
 - The product falls or the casing is damaged
3. Do not put anything into the slot or opening of this product.
Do not place the following items on this product:
 - A liquid container, such as a vase or water cup
 - Small metal parts, such as staples or clips

- Heavy weight

If liquid seeps or metal parts slide into the product, electric shock or fire may be caused.

4. Do not use conductive paper, such as origami paper, carbon paper or coated paper with conductive layer. In case of paper jam, these papers may cause short circuit and eventually lead to fire.

5. Please use special cleaning materials when cleaning this product. The use of other materials may cause performance degradation. Do not use spray cleaner, otherwise it may cause fire and explosion.



Caution

1. Please strictly follow all warning instructions indicated on or attached to this product.

To avoid burns or electric shock, do not touch the area marked with "high temperature" or "high voltage".

2. Do not turn off electrical or mechanical safety interlocks. Do not place the safety interlock near magnetic materials. Magnetic materials may cause unexpected operation of this product, resulting in personal injury or electric shock.

3. Do not attempt to remove paper jammed inside the product, especially if paper is wrapped around the fuser unit or heat roller,

as doing so may result in burns. Please turn off the power of this product immediately, and then contact the ASTA sales representative for treatment.

4. Please keep good ventilation when operating for a long time or printing in large quantities. In a poorly ventilated room, unpleasant smell will be produced and the air quality in the office will be affected. Must ensure good ventilation, comfortable and safe environment.

1.4 Consumable Safety



Warning

1. Store all consumables according to the instructions on the package or container.
2. Do not use a vacuum cleaner to clean the scattered toner and the residual toner in this product. Otherwise, it will ignite the toner dust inside the vacuum cleaner and cause a potential fire. Please use a soft, lint-free dry cloth to wipe the scattered toner.
3. Do not put the toner cartridge into an open flame. The remaining toner in the toner cartridge may catch fire, causing burns or explosions. If there is any toner cartridge that is no longer used, please contact ASTA sales representative for treatment.



Caution

1. The toner drum unit and toner cartridge should be kept away from children. If children swallow toner powder by mistake, they should immediately spit out the toner powder, rinse with water, and drink more water, and contact a doctor as soon as possible.
2. When replacing the drum unit and toner cartridge, be careful not to scatter the toner powder. If the toner powder is scattered, please pay attention not to let the toner powder contact the clothes, skin, eyes, mouth and other parts, and do not inhale the toner powder.
3. If toner powder is attached to the skin or clothes, please clean it with soapy water.

If toner particles enter the eyes, flush with plenty of water for at least 15 minutes until the pain disappears. If necessary, consult with doctor.

If you inhale toner particles, turn to a place with fresh air and rinse your mouth with plenty of water.

If you swallow the toner powder, you should spit it out, rinse your mouth with water, drink a large amount of water, and consult with doctor immediately.

1.5 Name And Content Of Harmful Substances In Products

Part Name	Hazardous Substances					
	Lead (Pb)	Mercury (Hg)	Cadmium (Cd)	Hexavalent chromium (Cr(VI))	Polybrominated biphenyls (PBB)	Polybrominated diphenyl ether (PBDE)
Left support unit	×	○	○	○	○	○
Right support unit	×	○	○	○	○	○
Drive unit	×	○	○	○	○	○
Laser unit	×	○	○	○	○	○
Main paper route unit	×	○	○	○	○	○
Duplex unit	×	○	○	○	○	○
Carton	×	○	○	○	○	○
Fusing unit	×	○	○	○	○	○
Cover plate	×	○	○	○	○	○
Label	○	○	○	○	○	○
Toner drum unit /toner cartridge	×	○	○	○	○	○
Main circuit board	×	○	○	○	○	○

Low-voltage power circuit board	×	○	○	○	○	○
High-voltage power circuit board	×	○	○	○	○	○
Adapter board circuit board	×	○	○	○	○	○
Printed matter	○	○	○	○	○	○
Packaging	○	○	○	○	○	○

This form is prepared in accordance with SJ/T 11364.

○: It means that the content of the hazardous substance in all homogeneous materials of the component is below the limit specified in GB/T 26572.

×: It means that the content of the hazardous substance in at least one homogeneous material of the component exceeds the limit specified in GB/T 26572.

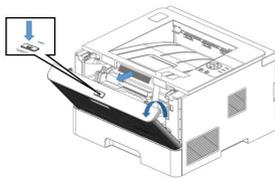
1.6 Chinese Environmental Labeling Reminder

1. It is recommended to place equipment with noise greater than 63dB in a relatively independent area.
2. Recycled paper can be used.
3. When using or printing a large number of documents for a long time in a room with poor ventilation, ventilation should be timely.

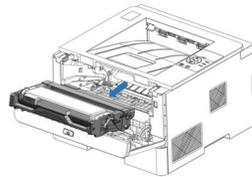
2.Quick Installation Instructions

2.1 Machine Installation Instructions

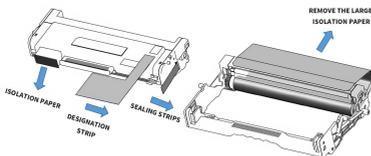
1. Remove the packaging material and install the drum unit.



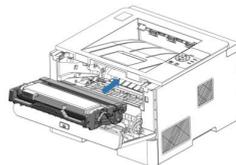
- ①Open the front cover and take out the toner drum pad and desiccant



- ②Take out the drum unit



- ③Remove the cartridge package

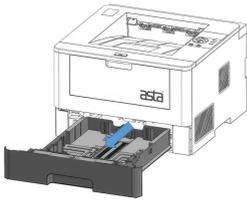


- ④Put back the toner drum

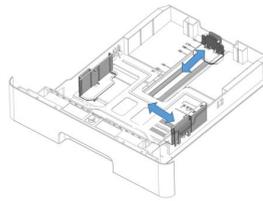
! Caution:

☆ **When removing the toner cartridge package, follow the prompts on the marking strip: first take out the toner cartridge; then remove the marking strip, sealing strip, and small release paper from the toner cartridge in sequence; then remove the large release paper; finally put the drum unit and toner cartridge back into the printer.**

2. Load the paper into the paper tray.



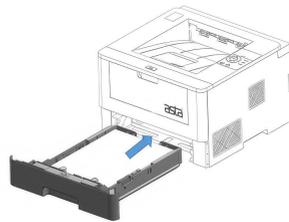
① Unpack the paper box



② Adjust the bin adjustment baffle

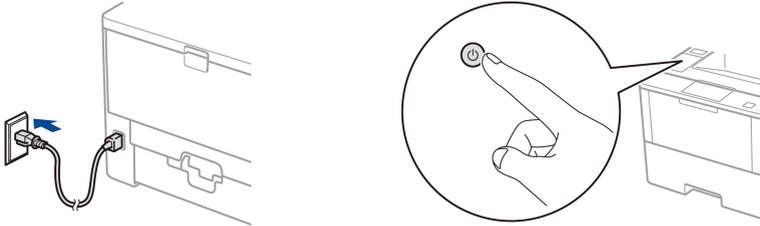


③ Insert paper



④ Push back the tray

3. Connect the power cord and press the device power key.



2.2 Windows Driver Installation Instruction

This printer is suitable for most of the Windows operating systems on the market, such as Windows XP, Windows 7, Windows 8, Windows Server 2012, Windows 10, Windows 11 and other operating systems. This section takes the Windows 10 (Enterprise Edition) operating system as an example to introduce the installation and uninstalls of the printer driver (ASTA-AS-P1030DN).

2.2.1 Install Local Printer Driver

The installation of drivers requires administrator privileges. Please log on to the computer using the administrator account. Close all running applications.

Before installation, use the matching USB cable to connect the printer and the computer, and then turn on the printer power.

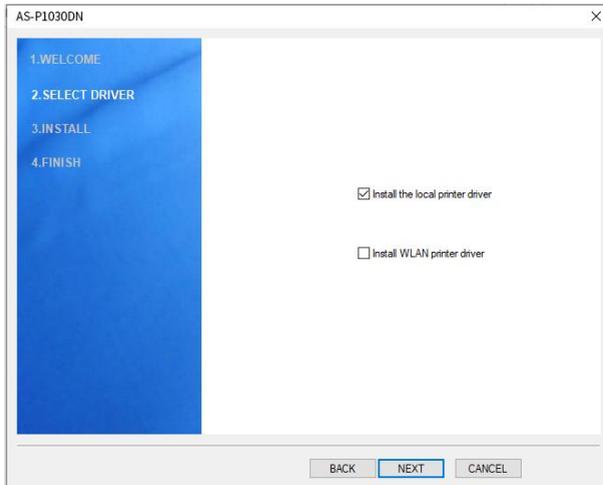
During installation, if the "Find New Hardware Wizard" dialog box automatically pops up, click "Cancel".

Turn off the prompt "There was a problem during hardware installation. Your new hardware may not work properly".

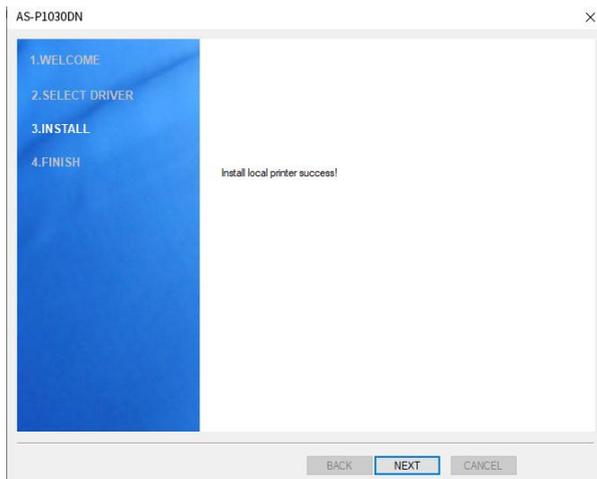
(1) Read the files in the U disk, double-click the "AS-P10130DN_setup.exe" driver, and the "AS-P1030DN Printer Driver Installation/Uninstall Wizard" pops up, and click "Next".



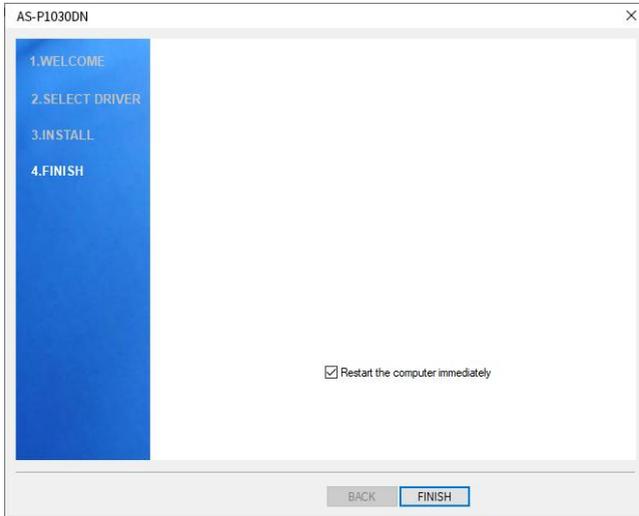
(2) Select "Install the local print driver" and click "Next".



(3) Successfully install the local print driver, click "Next".



(4) Prompt to restart the computer. It can be unchecked, and the computer will not be restarted by default. Click "Finish" to complete the installation.



2.2.2 Install Network Printer Driver

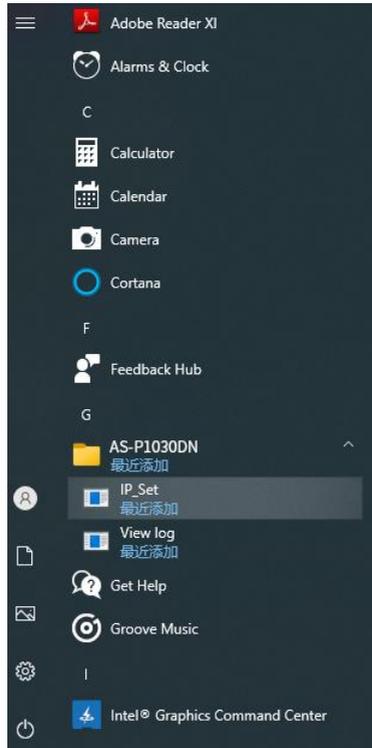
Before installing the driver, connect the computer to the network interface of the printer with a network cable, connect the computer to the USB interface of the printer with a USB cable, power on the printer and turn on the power switch.

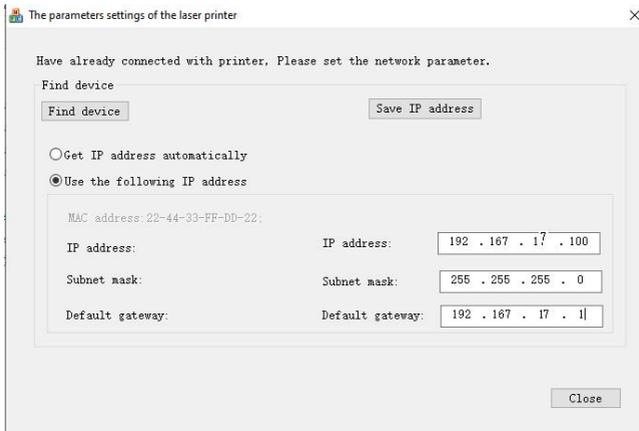
During installation, if the "Find New Hardware Wizard" dialog box automatically pops up, click "Cancel".

Please install the local driver according to "2.2.1 Install local printer driver" (if the local printer driver is installed, you can skip this step).

Turn off the prompt "There was a problem during hardware installation. Your new hardware may not work properly".

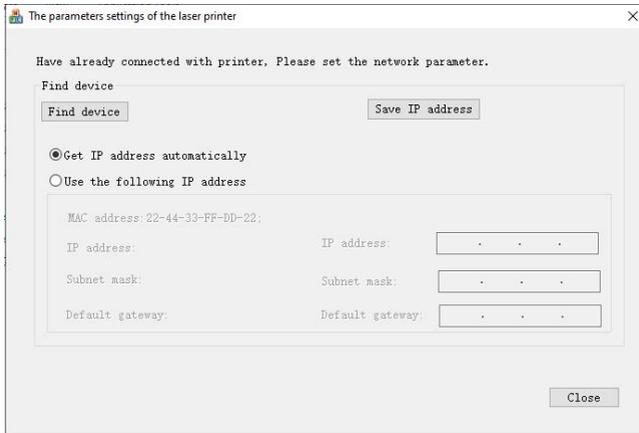
(1) Find the AS-P1030DN folder in the "Start" menu, find and open the "IP_Set.exe" widget (referred to as the IP setting tool) in the folder to view the IP information of the current printer.





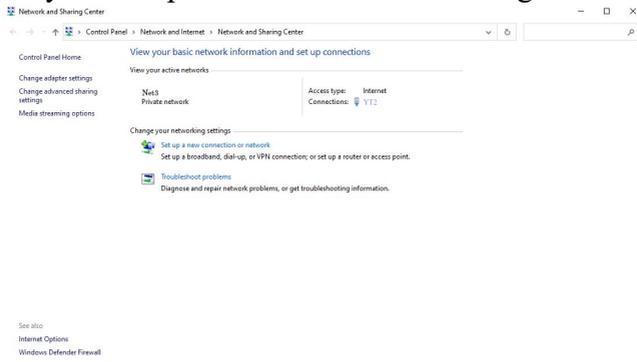
(2) Select "Use the IP address below" to set the static IP. The default static IP address is "192.167.100", the default subnet mask is "255.255.255.0", and the default gateway is "192.167.17.1". Click "Save network parameter settings" to save and write the current static IP of the printer.

[Special Prompt] The user can customize the IP and other information. After entering, click "Save network parameter settings" to save and write the current static IP of the printer.

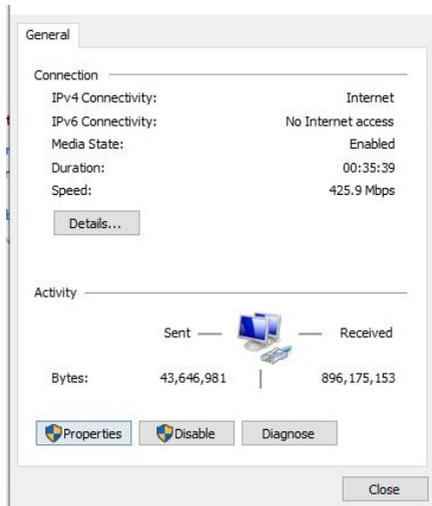


(3) Click "Close" to exit the current interface.

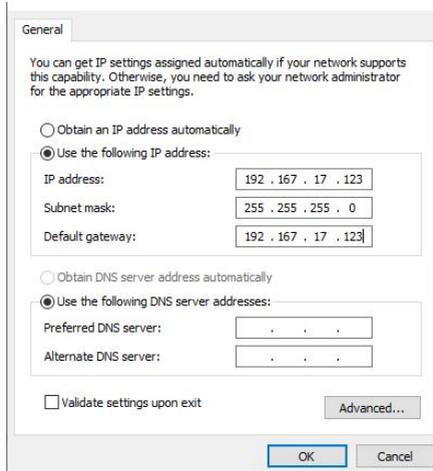
(4) Open your computer's Network and Sharing Center.



(5) Click "Y2".



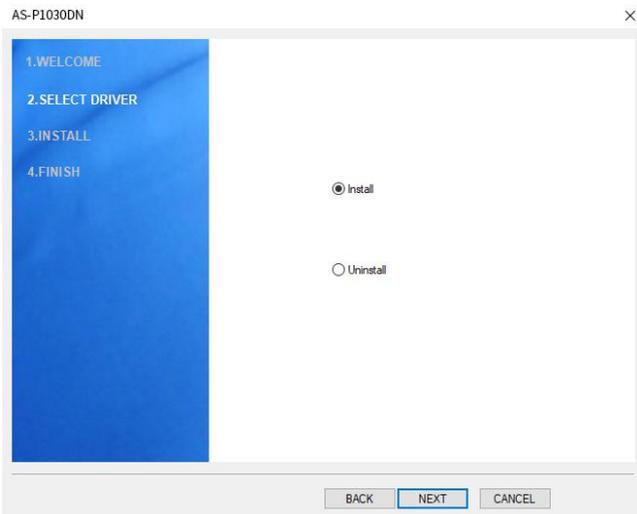
- (6) Click Properties to find and double-click to open ipv4.
- (7) Select "Use the following IP address" to set the network IP information of the computer. The default IP information is as shown below.



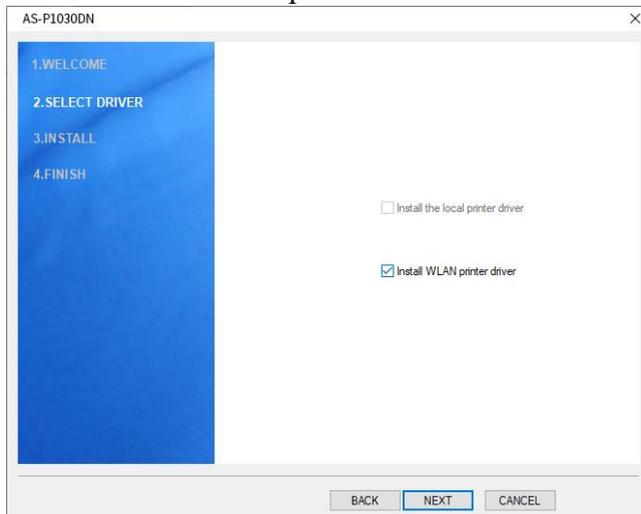
[Special prompt] The printer IP address and the computer network IP address should be set to the same network segment, and the IP of other PCs in the LAN should not conflict with the printer IP.

(8) After input, click "Confirm" to close all dialog boxes and connect to the currently set network.

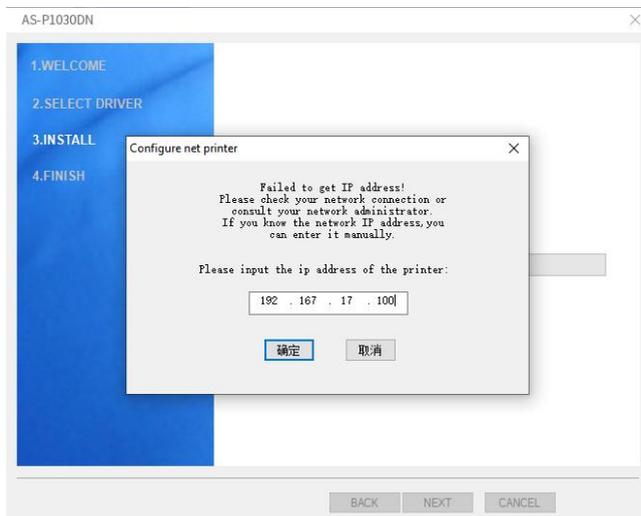
(9) Restart the driver installer "Setup.exe", select Add, and click "Next".



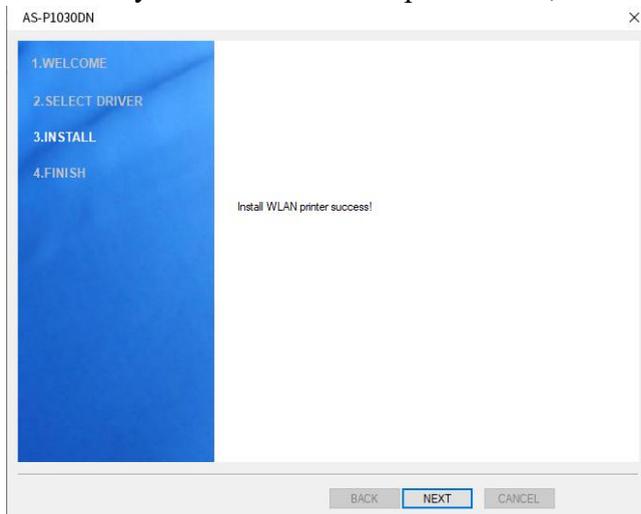
(10) Select "Install network print driver". Click "Next".



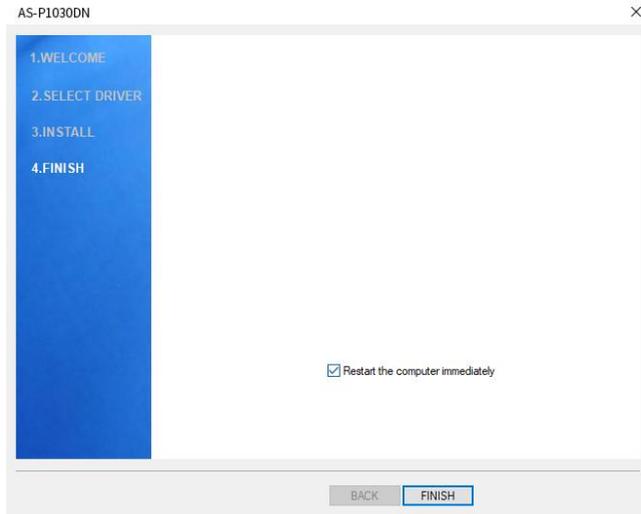
(11) Enter the printer IP address (192.167.100) set in step (2) in the dialog box of setting network printer, and click "OK".



(12) Successfully install the network print driver, click "Next".



(13) Prompt to restart the computer. It can be unchecked, and the computer will not be restarted by default. Click Finish.



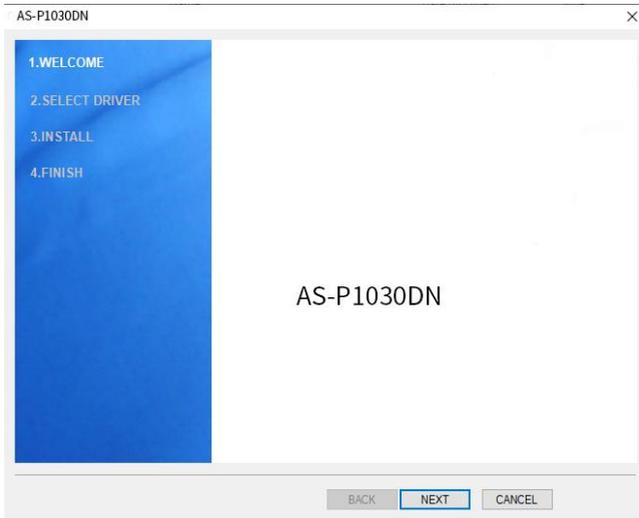
! Caution:

☆ After installing the printer driver, try not to change the name of the printer, otherwise it will easily lead to problems with driver uninstallation and reinstallation.

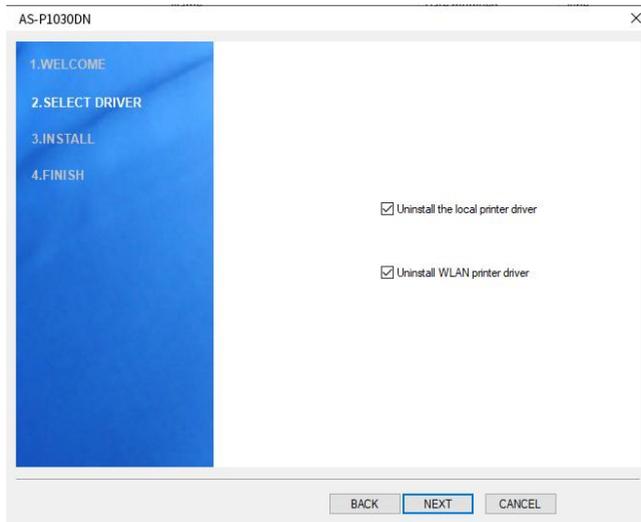
2.2.3 Uninstall Printer Driver

Uninstalling the driver requires administrator privileges. Please log on to the computer using the administrator account. Close all running applications.

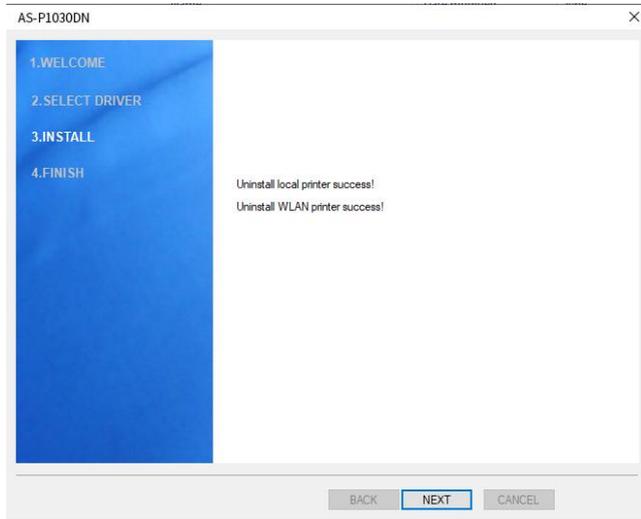
1. Read the files in the U disk, double-click the "Setup.exe" driver, and click "Next".



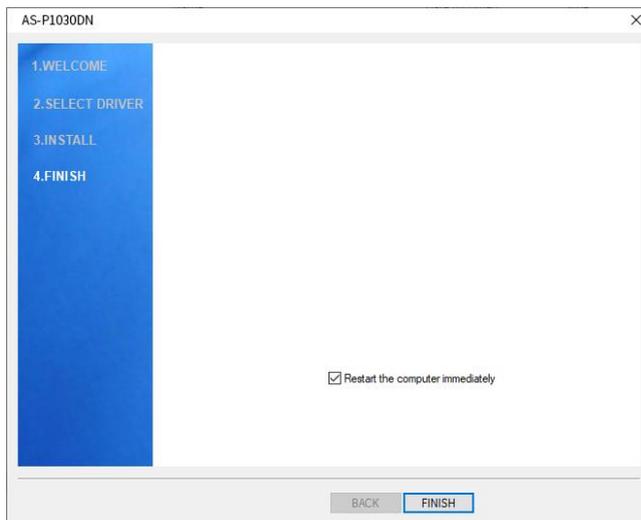
2. Select the print driver you want to delete and click Next.



3. Wait for the driver to be uninstalled successfully, and click "Next".



4. Prompt to restart the computer after uninstallation. "Restart the computer now" is selected by default.



2.2.4 AS-P1030DN_Instructions for the IP Settings Tool

The "AS-P1030DN laser printer parameter setting" tool (referred to as the IP setting tool for short) can set two IP address states, namely, automatically obtaining the IP address (i.e. turning on the printer DHCP function) and static IP address (i.e. turning off the printer DHCP function).

The IP setting tool will automatically find the current printer at startup and display the IP address status and information of the printer. The display status of the IP address depends on the DHCP status of the printer body.

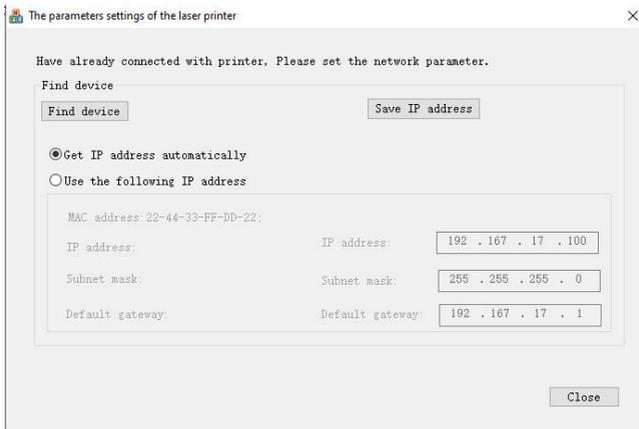
If the printer and the computer are connected directly by network cable, it is recommended to use "static IP address"; If the printer is used in an environment where the DHCP function needs to be enabled, such as using a router for communication, it is recommended to use "Automatically obtain IP address".

The IP setting tool provides the function of manually setting the static IP address status to change the DHCP status of the printer body.

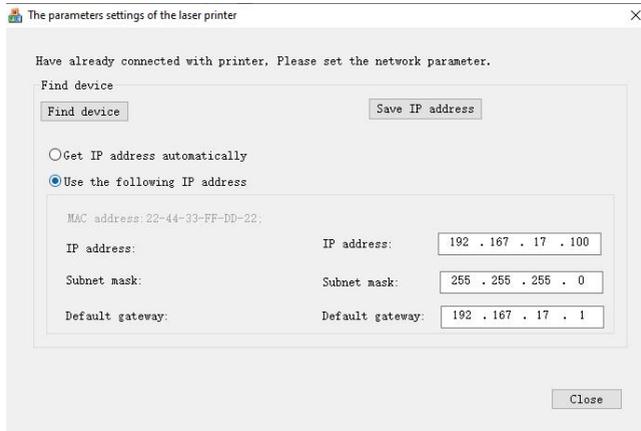
(1) When selecting to automatically obtain IP addresses, the specific operation process is as follows:

- 1) Click "Find Device" to find and connect the current printer.

- 2) Select "Obtain IP address automatically" and click "Save network parameter settings".



- 3) Wait a few seconds and click "Find Device". At this time, the IP address status has been changed to "Obtain IP address automatically", and the printer DHCP status has been set to on.
- (2) When selecting a static IP address, the specific operation process is as follows:
- 1) Click "Find Device" to find and connect the current printer.
 - 2) Select "Use the following IP address", and enter the IP information to be set. After entering, click "Save network parameter settings".



- 3) Wait a few seconds and click "Find Device". At this time, the IP address status has been changed to "Use the IP address below", and the static IP information has been changed to the latest information. At this time, the printer DHCP status has been set to off.

2.2.5 Troubleshooting and Support

2.2.5.1 Failed To Get IP Automatically After Installing Network Print Driver

Some versions of Windows system may have the problem that the network printer cannot automatically obtain the printer IP address when setting up the network printer driver. This problem may be caused by the following aspects:

The network connection between the printer and the computer is abnormal. Please check the network cable connection status and try again.

Windows system network communication authority is abnormal. It is recommended to contact the system supplier.

The user can manually enter the IP address of the printer and continue to install the network print driver, which will not affect the normal use of the printer later.

2.2.5.2 Driver installation failure

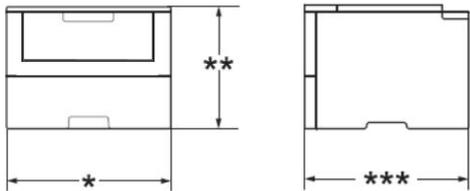
After the driver is installed successfully, please do not change the name of the printer, otherwise it is easy to cause exceptions in driver uninstallation or reinstallation.

2.2.5.3 Non-conformance Of Operation Process

The Windows system used in this section is the Windows 10 system. There are certain differences in the specific operation process and operation interface between different versions of the same system or different system versions. For example, there are certain differences between the versions above Windows 8 and the versions below Windows 8 when setting the computer network IP, but the customized IP addresses are defined in the network property IPV4. If you have any questions during the use, please contact the system provider or the sales or after-sales personnel of ASTA.

3.Product Specification

3.1 General Specifications

Printer Model		AS-P1030DN
Printing Method		Laser Printing
Memory		256MB
Power Supply		AC 220 (1±10%) V, 50Hz ±1HZ
Power Consumption	Rated Power	About 900W
Size		 <p>Unit: mm * 375 ** 246.8 *** 375.6</p>
Weight(Including Consumables)		About 10.0kg
Noise	Work	≤58dB (A)
Temperature	Work	5°C ~ 35°C
	Storage	-25°C ~ 40°C
Humidity	Work	20%RH ~ 80%RH (No Condensation)
	Storage	30%RH ~ 93%RH (No Condensation)

3.2 Print media specification

Paper Input	Carton (Standard)	Paper Type	Plain paper, recycled paper
		Paper Size	A4、 A5、 B5、 16K、 Letter、 32K
		Paper Weight	70 ~ 90 g/m ²
		Maximum Paper Capacity	Up to 250 sheets of 70 g/m ² plain paper
	Manual Paper Feeding	Paper Type	Plain paper, recycled paper, thin paper, thick paper
		Paper Size	A4、 A5、 A6、 B5(JIS)、 B6(JIS)、 16K、 Letter、 32K
		Paper Weight	60 ~ 120 g/m ²
		Maximum Paper Capacity	Manual feed 1 page
Paper Output	Paper Outlet	Up to 100 sheets of 70 g/m ² plain paper (output from the front down to the paper outlet)	
Duplex Print	Automatic Double-sided Print	Paper Type	Plain paper, recycled paper, thin paper, thick paper
		Paper Size	A4
		Paper Weight	70 ~ 90 g/m ²

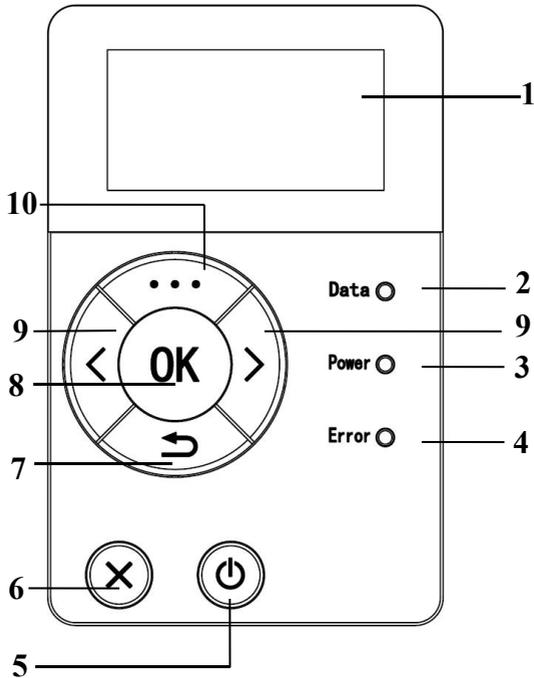
3.3 Print specifications

Automatic Duplex Printing		Yes
Simulation Language		GDI
Resolving Power		Up to 600 dpi
Printing Speed	Single-Sided Printing	30 ppm
	Duplex Printing	15 ipm
First Page Printing Time		Up to 8 seconds

4.General Information

This chapter will introduce the status information of the operation panel and LCD of the product.

4.1 Operation Panel Overview



1. LCD display

Display relevant information to help you set up and use this product.

2. Data indicator

When the data indicator flashes, it indicates that the device is receiving data or printing.

3. Power indicator

When the power indicator is always on, it means that the device is in standby or working state; when the power indicator is flashing, it means that the device is in sleep state; When the power indicator is off, it means that the device is not started and is turned off.

4. Error indicator

When the LCD displays an error, the error indicator is always on.

5. Power switch

Briefly press this key to turn on the power supply of the device, and long press to turn off the power supply of the device.

6. Clear

(1) Press this key to cancel the current setting.

(2) Press this key to cancel the prepared print job and clear it from the device memory.

7. Back

(1) Press this key to return to the previous menu;

(2) Press this key to select the previous digit when entering a number.

8. Confirm

Press this key to store the device settings. After changing the settings, the device returns to the previous menu.

9. < Or >

(1) Press the corresponding key to scroll through the menu and options;

(2) Press this key to enter a number, or to increase or decrease the number. Press OK when the desired number appears.

10. Menu

Press this key to open the device menu for corresponding print settings and device settings.

Prompt: After the device enters hibernation, short press any key to end hibernation.

4.2 Status Information

Device Status Information	Meaning
Cooling	The device is cooling. Please wait a few seconds or until the inside of the device is completely cooled.
Canceling Printing	The device is canceling the job.
Please Wait	The device is warming up.
Print Now	The device is printing.
Be Ready	The device is ready for printing.
Dormancy	In the sleep mode (power saving mode), it is equivalent to the power off state, but the device can still receive data, and the device can activate and start printing after receiving the print job.

5.Paper Handling

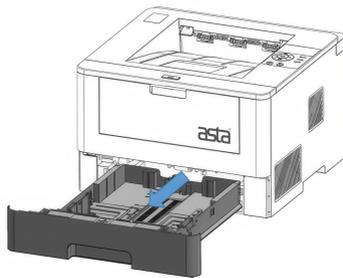
This chapter will introduce a series of settings such as paper type and paper loading method supported by this product.

5.1 Load Paper

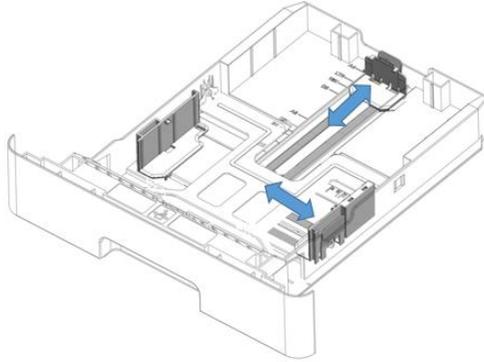
5.1.1 Load Trays

When loading paper of other sizes in the paper tray, you must also change the paper size settings in the device or on the computer.

1. Pull the tray completely out of the device.

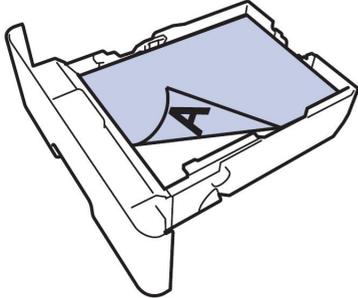
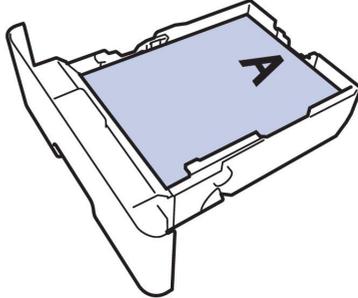


2. Press and slide the bin adjustment baffle to adjust to the size of the paper used.



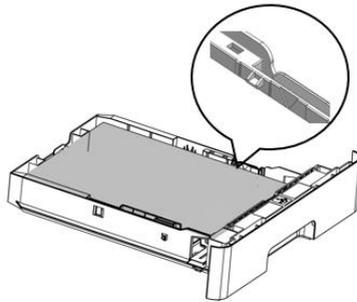
3. Fully unfold the stacked paper.
4. Load the paper into the tray with the printing side down.

When using letterhead paper or preprinted paper, load the paper in the correct direction as shown in the illustration.

Single-sided printing	Duplex printing
	
<p>Face down, top facing the front of the carton</p>	<p>Face up, bottom toward the front of the carton</p>

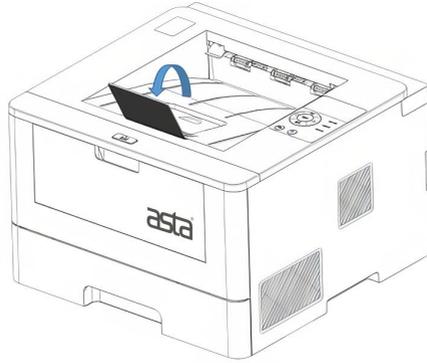
Do not place paper of different sizes in the paper tray at the same time, otherwise it may cause paper jam or paper feeding error.

5. Make sure that the paper is under the maximum paper capacity mark (▼). Paper jam will occur if the paper tray is too full.◦



6. Slowly push the tray fully into the device.

7. Open the paper receiving tray to prevent the paper from slipping from the paper outlet.

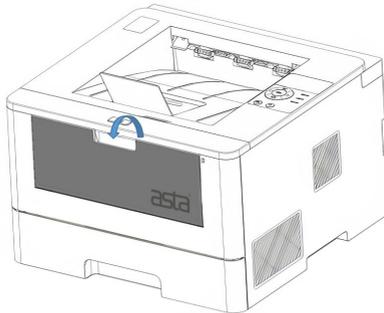


8. Send the print job to the device.

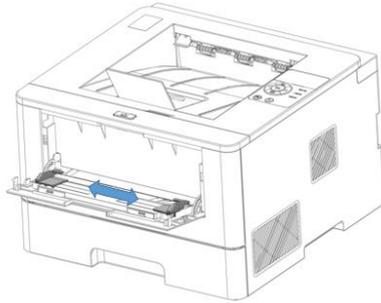
5.1.2 Loading The Manual Feed Tray

When loading other sizes and types of paper in the manual feed tray, you must also change the paper size and paper type settings in the device or on the computer.

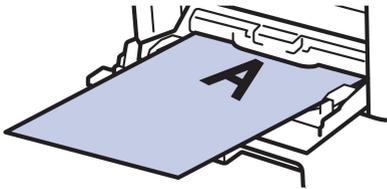
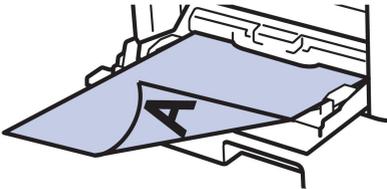
1. Open the manual feed tray and gently lower it.



2. Slide the guide of the manual feed tray to adjust the width of the paper used.



3. Load the paper into the manual feed tray with the printing side up. When using letterhead paper or preprinted paper, load the paper in the correct direction as shown in the illustration.

Single-sided printing	Duplex printing
	
Face up, top first	Face down, bottom first

4. Open the paper receiving tray to prevent the paper from slipping from the paper outlet.
5. Send the print job to the device.

5.2 Paper Setting

5.2.1 Change Paper size and paper type

When loading other sizes and types of paper in the paper tray or manual feed tray, you must change the paper size and paper type settings on the LCD screen at the same time.

5.2.2 Use special paper

The sample paper must be tested before purchase to ensure the ideal printing effect.

- Do not use inkjet paper, as this paper may cause paper jam or damage the equipment.
- If coated paper, rough paper, wrinkled or creased paper is used, the print quality may be reduced.

Keep the paper in its original packaging and seal it. Keep the paper flat and avoid moisture, direct sunlight and heat.

Important matters

Some types of paper may not work properly or may damage the device.

Do not use the following paper:

- Paper with excessive thread flow
- Very smooth or shiny paper
- Curled or warped paper

- Coated paper or chemically treated paper
- Broken, creased or folded paper
- Paper exceeding the weight specifications recommended in this manual
- Paper with labels or staples

- Letterhead paper with low-temperature dyeing or hot-melt printing
- Multi-layer paper or carbonless paper
- Inkjet printing paper

If any of the above types of paper is used, the equipment may be damaged. The resulting damage is not within the scope of warranty service of ASTA.

6.Windows Print Job

Before printing documents, read the first five chapters and install the printer driver.

Take Microsoft 2013 Word under Windows 10 operating system as an example to introduce how to use a printer to print documents.

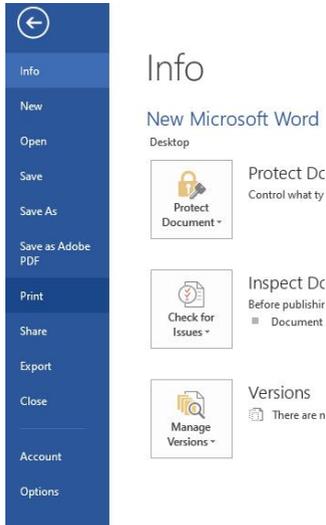
6.1 Enable Printer

1. Confirm that the power cable and USB cable are connected correctly.
2. Start the computer. To install the printer driver, see "2.2 Driver Installation Instructions".
3. Turn on the printer power switch. The status indicator and alarm indicator flash once, and the printer enters the standby state.

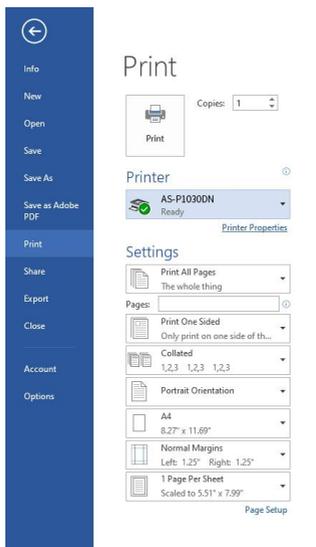
! Note: Please make sure to start the computer before starting the printer, otherwise the computer may not recognize the printer. If the computer does not recognize the printer, please restart the printer or plug the USB cable again.

6.2 Print A Document

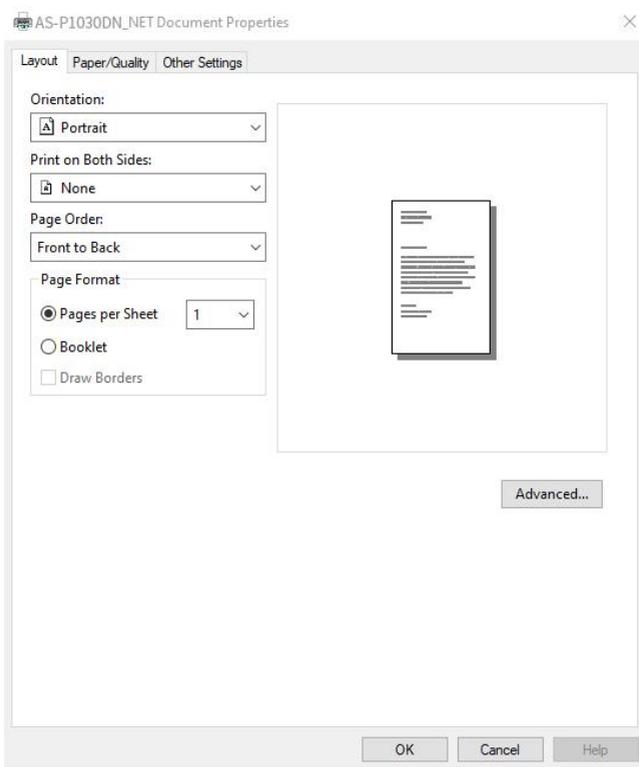
1. Select the Print option from the File menu.



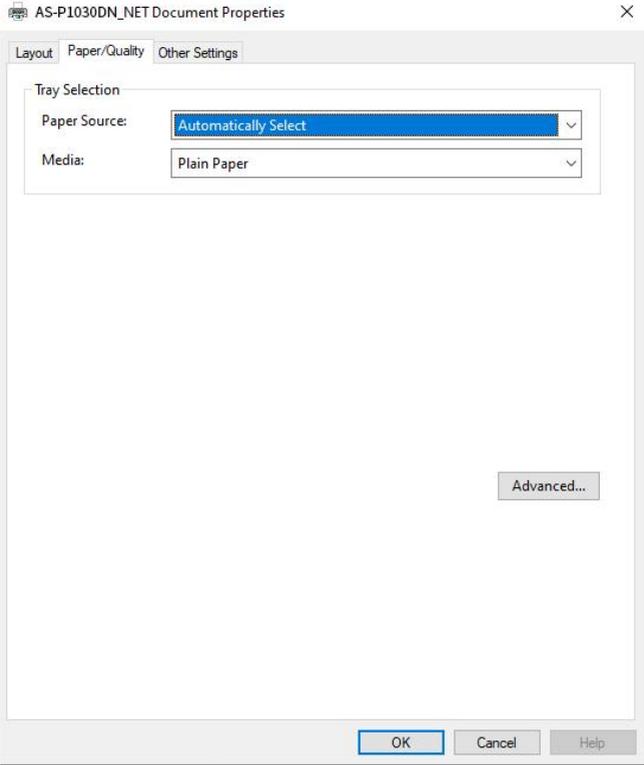
2. In the Print dialog box, click the Name drop-down list box and select AS-P1030DN.



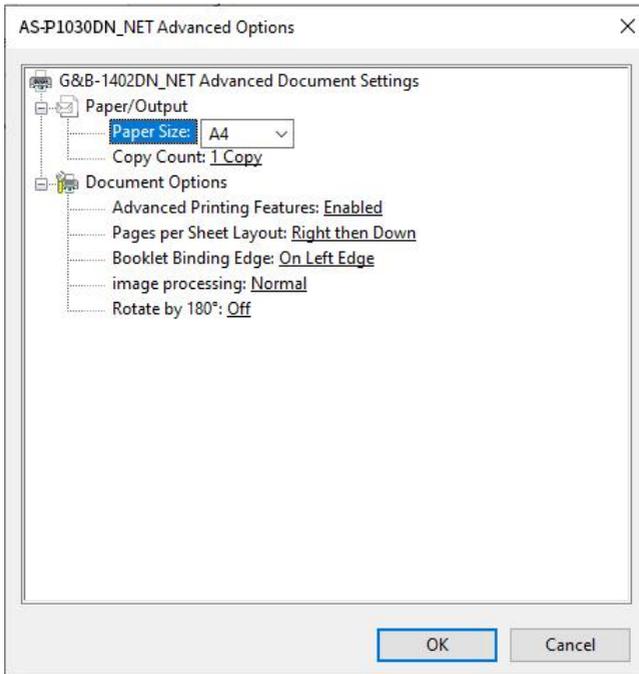
3. Make sure you have the correct size of paper in the tray.
4. Select the desired print page in the page range.
5. Enter the required number of copies (1~999) in the number field.
6. Select the scaling scale, version number, etc. in the scaling selection.
7. Select the printing direction and whether to print on both sides in Properties - Layout.



8. Select the source and type of paper in Properties - Paper/Quality.



9. Select the paper size, print resolution and other information in Properties - Advanced.



10. Change other printer settings if necessary.

11. Click OK.

12. Complete the print operation.

6.3 Print Settings

6.3.1 Basic Option



1. Name

Select the printer driver used to distribute the print job to the specified printer according to customer requirements.

2. Page Range

All: print the entire document (including blank pages).

Current page: print the page displayed on the screen.

Page range: enter the required number of pages to be printed in the blank space, and issue the specified page number printing job.

3. Copies

Enter the number of copies you want to print (1~999) in this field.

4. Collate

Select this option to print multiple multi-page documents in the original page order. When this option is selected, a complete copy will be printed, and then repeated according to the number of copies you selected. If this option is not selected, each page will be printed repeatedly according to the set number of copies.

5. Zoom

Select these options to reduce the page size of the document.

6. Number of pages per page

Scale and print according to version 1, 2, 4, 6, 8 and 16 of each paper.

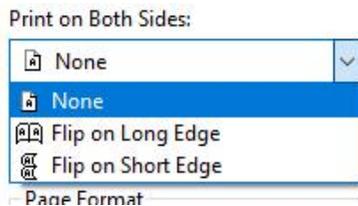
6.3.2 Properties - Layout

1. Orientation



Select the direction of the printout (portrait or landscape).

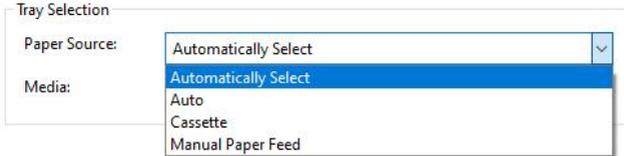
2. Print on Both Sides



Select whether to print on both sides, and select whether to flip the printed paper from the long side or from the short side.

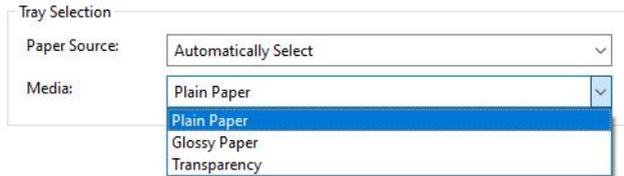
6.3.3 Properties - Paper/Quality

1. Paper source



Select the paper source setting according to the printing conditions or intention.

2. Media



Select the type of media you want to use. For best printing results, the device automatically adjusts the print settings based on the selected media type.

6.3.4 Properties - Other Settings

1. Zoom options

Zoom Options

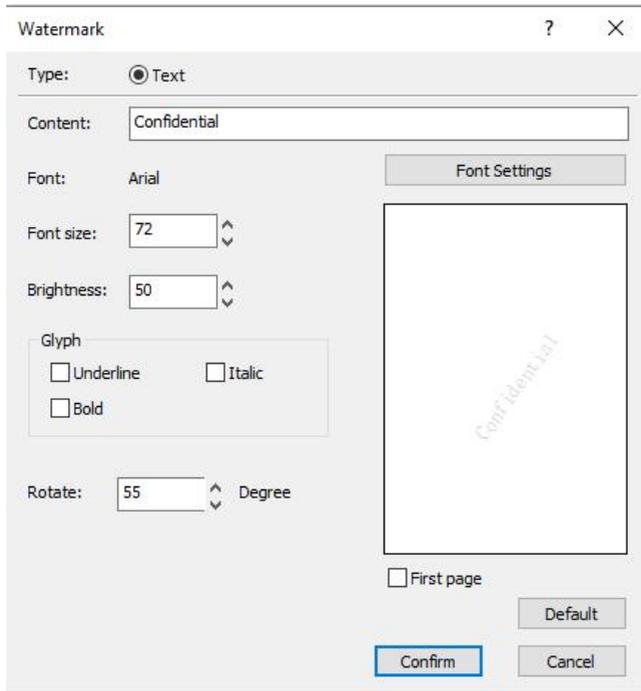
Zoom Ratio: %

Adjust the page size by adjusting the zoom ratio.

2. Watermark

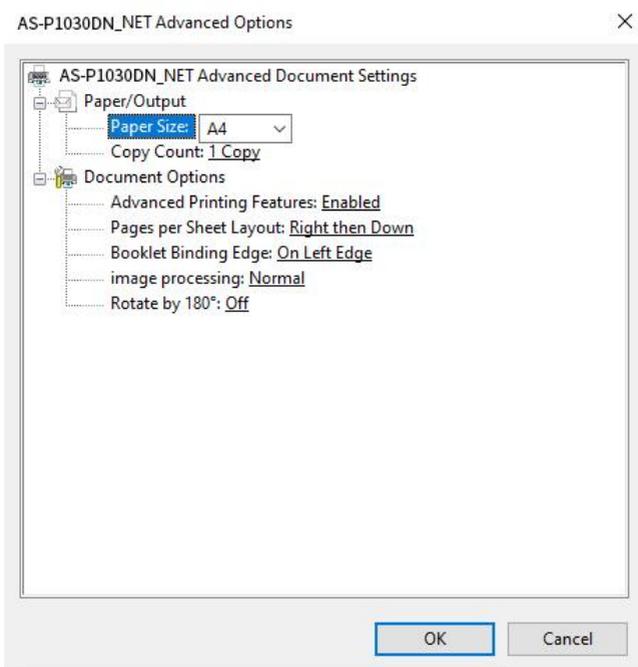
Watermark

Watermark printing



Watermark printing can be set here.

6.3.5 Advanced Document Settings



1. Paper size

Select the paper type.

2. Copies

Set the number of printed copies.

3. Print quality

Select the desired print resolution. Because print quality is related to speed, the higher the quality, the longer it takes to print the document.

4. Image processing

High quality printing can be started here.

5. Rotate 180 degrees

Select this function to rotate the printed content by 180 degrees.◦

6.4 Cancel The Print Job

Press "Clear" to cancel the current print job.

7.Troubleshooting

According to this section, solve the problems you may encounter when using this device. According to the fault information displayed on the LCD or status monitor of the device, you can quickly find the problem and solve most of the problems by yourself.

7.1 Identify Problems

Even if there is a problem with the device, you can solve most of the problems by yourself.

First, please check the following:

1. Check whether the power cord of the device is connected correctly and whether the power supply of the device is turned on.
2. Whether all orange protective parts of the equipment have been removed.
3. Whether the paper is correctly placed in the paper tray.
4. Check whether the interface cable is properly connected to the device and computer.
5. Check the device status displayed on the LCD screen or the ASTA status monitor on the computer.

7.2 Paper Jam Handling

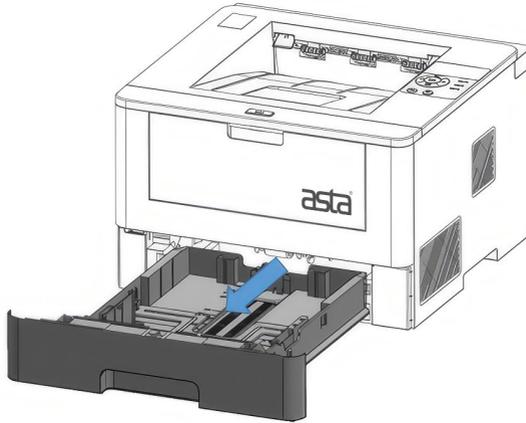
If the device has paper feeding fault during printing, please follow the fault information displayed on the LCD or status monitor of the device to solve the relevant problem by yourself.

Fault Information	Reason	Measures
Paper Take-Up Failed	When printing on the paper fed from the paper tray, although the paper pickup sensor displays the specified time of paper, the paper pickup sensor does not detect that the paper has passed	Check the paper tray to lay the paper flat
Paper Jam	When printing on the paper fed from the paper tray, after the paper pickup sensor detects that the paper has passed, the print sensor does not detect that the paper has passed	Remove the paper jam from the tray
Internal Paper Jam	After the print sensor detects that the paper has passed, the output sensor does not detect that the paper has passed	Open the front cover, take out the toner cartridge unit completely, and take out the paper jam
Feed Jam	After the print sensor detects that the paper has passed, although the specified time after	Open the front cover,

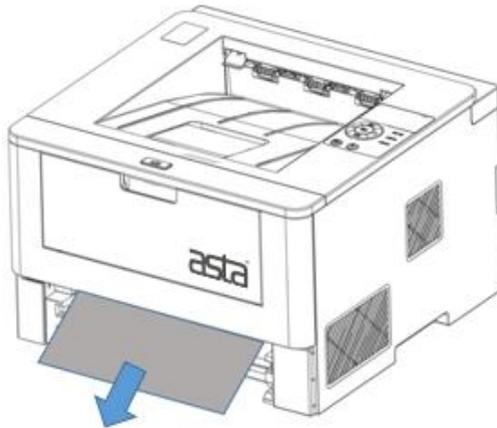
	the print sensor detects that the paper has passed, the print sensor is still in the state of paper passing	take out the toner cartridge unit completely, and take out the paper jam
Paper Jam	After the paper output sensor detects that the paper has passed, although the specified time after the paper output sensor detects that the paper has passed, the paper output sensor is still in the state of paper passing	Open the back cover, open the fixing back cover, and remove the paper jam
Reverse Paper Jam	During double-sided printing, the double-sided sensor does not detect the paper passing within the specified time after the first side is printed	Open the back cover and remove the paper jam
Paper Jam In Reverse Tray	When double-sided printing, the paper feeding sensor does not detect the paper passing after the double-sided sensor detects the paper passing	Pull out the paper tray and lift the double-sided unit to clear the paper jam
Paper Jam On The Back	When double-sided printing, after the double-sided sensor detects that the paper has passed, although the specified time after the double-sided sensor detects that the paper has passed, the double-sided sensor is still in the state of paper passing	Pull out the paper tray and lift the double-sided unit to clear the paper jam

7.2.1 Paper Jam In The Paper Box

1. Pull the tray completely out of the device.



2. Slowly pull out the jammed paper.



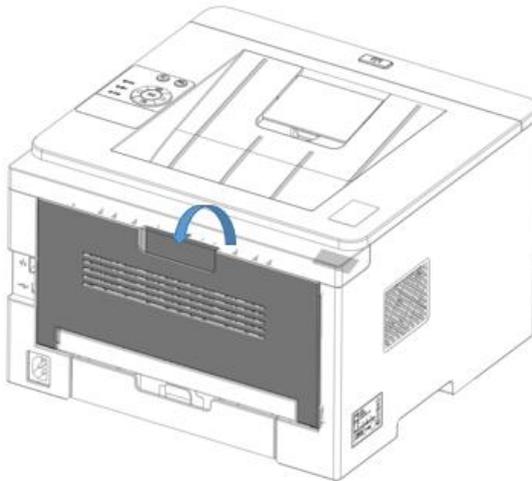
Pull the jammed paper down with both hands to easily remove the jammed paper.

3. Replace the tray into the device.

7.2.2 Paper Jam At The Rear Of The Device

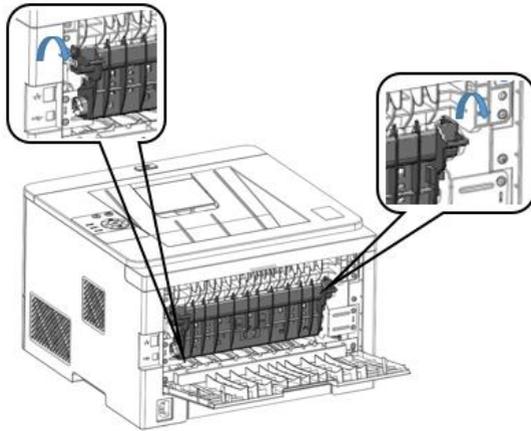
If the LCD or status monitor of the device shows that the paper jam is at the rear of the device, perform the following steps:

1. Keep the equipment on and wait for about 10 minutes to allow the internal fan to cool the hot parts in the equipment.



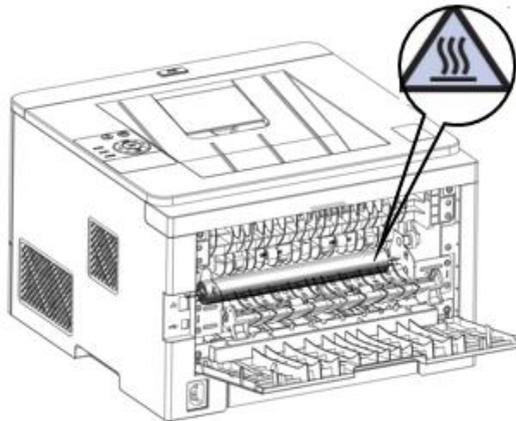
2. Open the rear cover.

3. Press and hold the green label pasting structure on the left and right sides, and open the rear cover of the fuser unit in the direction shown by the arrow.

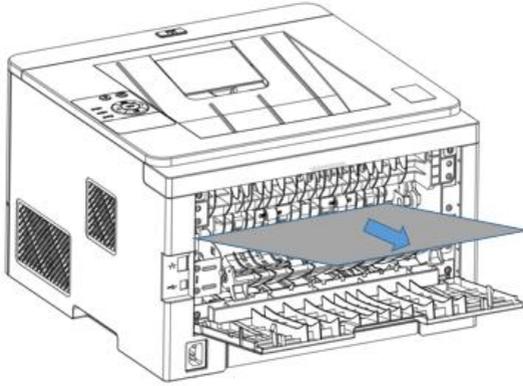


! Caution :

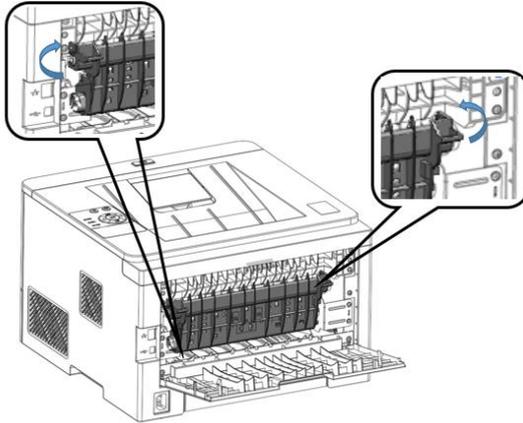
The temperature of parts inside the equipment will be very high. Please wait for the equipment to cool before touching the internal parts.



4. Gently pull the jammed paper out of the fixing unit with both hands.



5. Close the rear cover of the fuser unit.

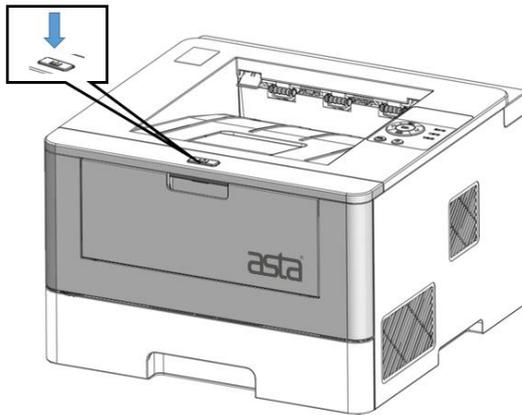


6. Close the rear cover until it locks in the closed position.

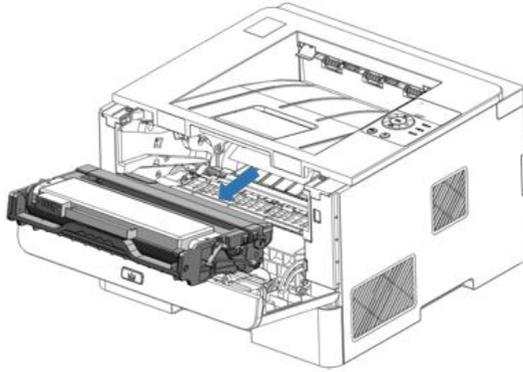
7.2.3 Paper Jam Inside The Device

If the LCD display or status monitor of the device shows that the paper jam position is inside the device, perform the following steps:

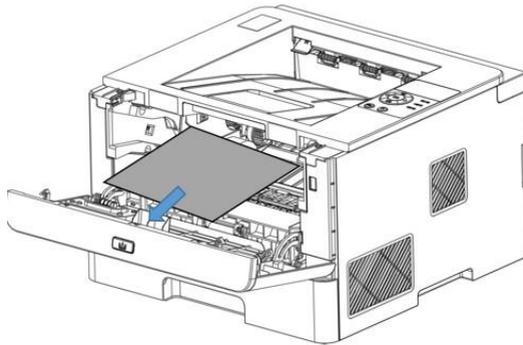
1. Open the front cover.



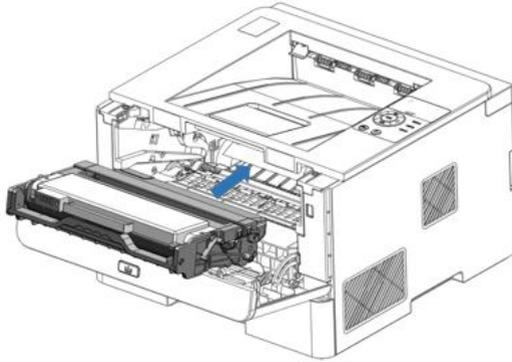
2. Remove the toner cartridge.



3. Slowly pull out the jammed paper.



4. Install the toner cartridge into the device.

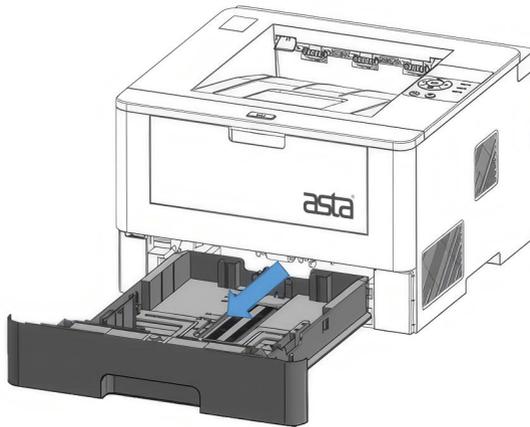


5. Close the front cover.

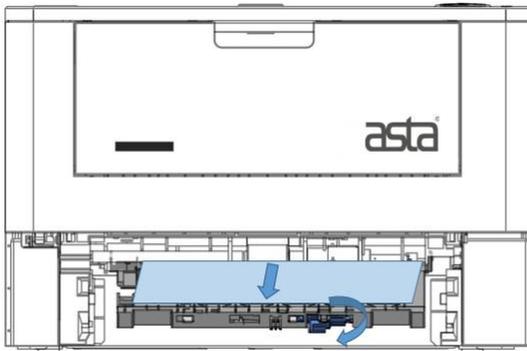
7.2.4 Paper Jam In Double-sided Unit

If the LCD display or status monitor of the device shows that the paper jam position is in the double-sided unit, perform the following steps:

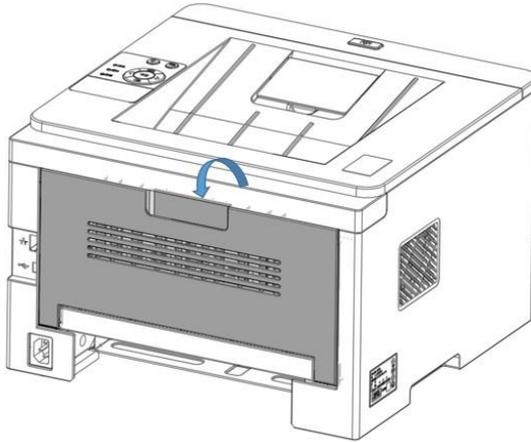
1. Pull the tray completely out of the device.



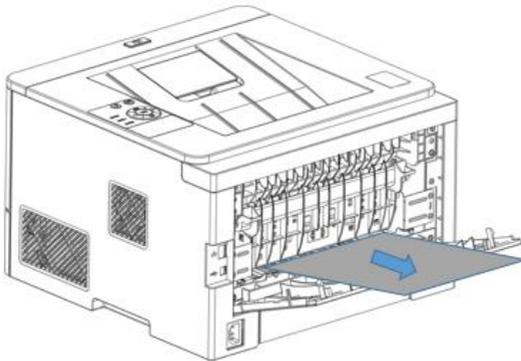
2. From the front of the device, lift the double-sided unit from the device and take out the jammed paper.



3. If there is no paper jam in the duplex unit, open the back cover.



4. Gently pull the jammed paper out of the back of the device with both hands.



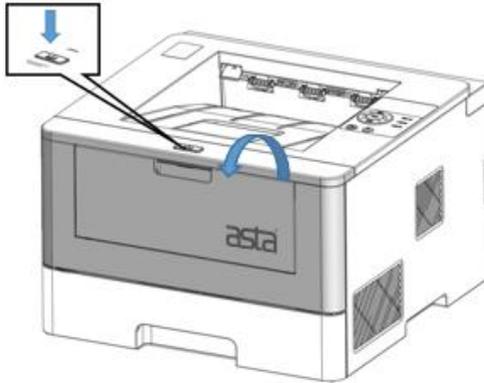
5. Close the rear cover until it locks in the closed position.
6. Close the duplex unit.
7. Replace the tray into the device.

8. Routine Maintenance

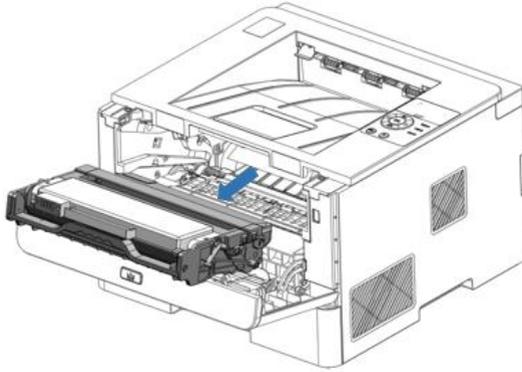
This chapter solves your daily maintenance problems during use and helps to extend the service life of the printer.

8.1 Replace Toner

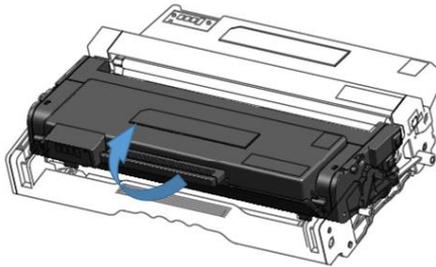
1. Make sure the device is powered on.
2. Open the front cover.



3. Remove the toner cartridge from the device.

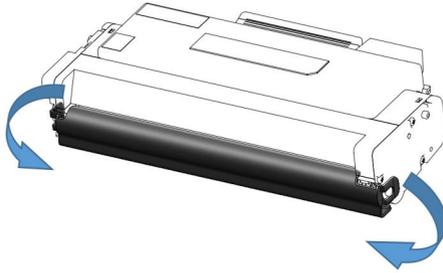


4. Remove the toner cartridge from the drum unit.

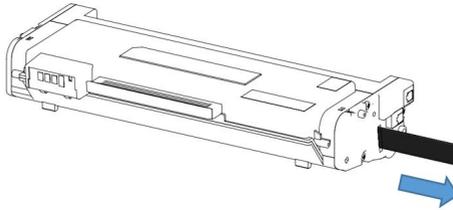


5. Unpack the new toner cartridge.

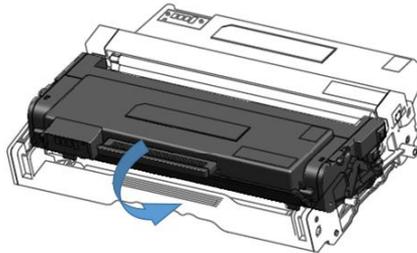
6. Remove the protective cover.



7. Pull out sealing strip.

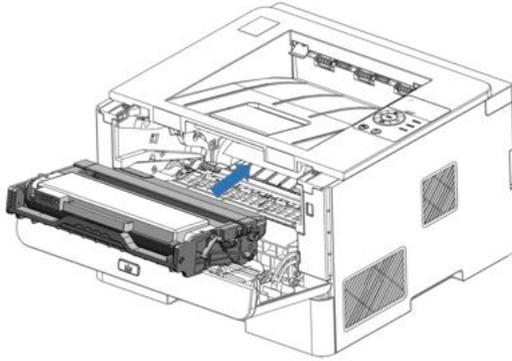


8. Install the new toner cartridge into the drum frame until it locks into place and clicks.



Make sure the toner cartridge is properly loaded, otherwise it may deviate from the drum.

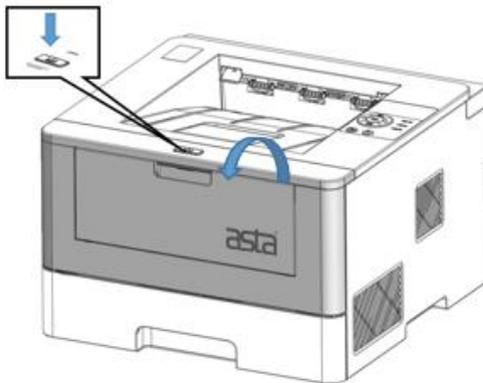
9. Replace the toner cartridge unit into the device.



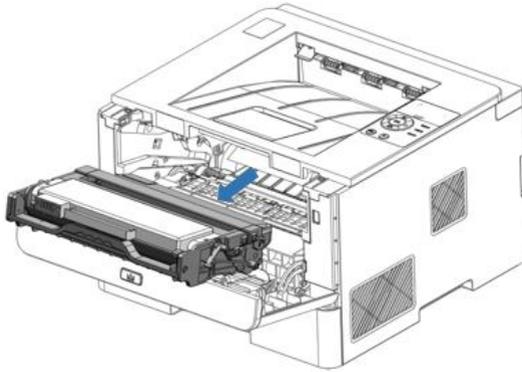
10. Close the front cover of the equipment.

8.2 Replace Drum unit

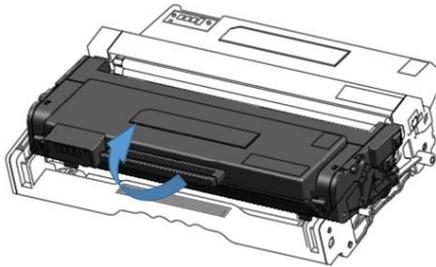
1. Make sure the device is powered on.
2. Open the front cover.



3. Remove the toner cartridges from the device.

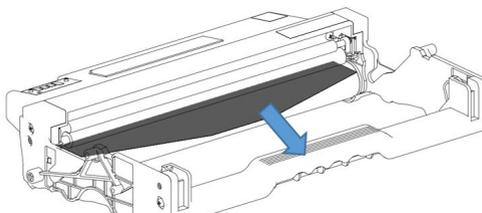
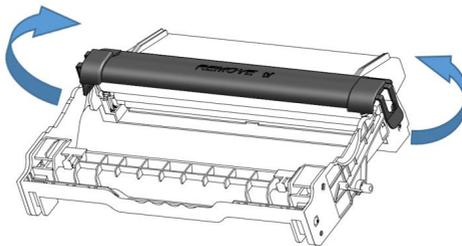


4. Remove the toner cartridge from the drum unit.

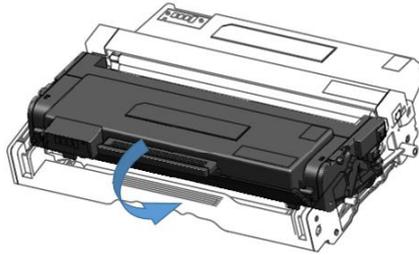


5. Unpack the new drum unit.

6. Remove the protective cover and then the isolation paper.

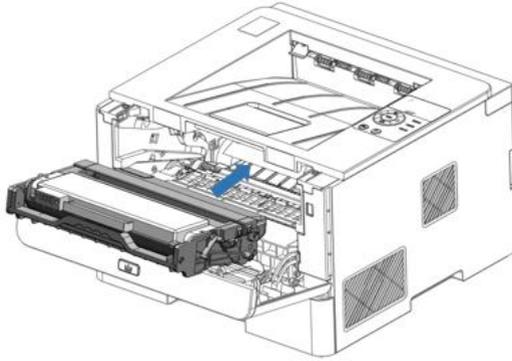


7. Install the toner cartridge into the new drum unit until it locks into place and clicks.



Make sure the toner cartridge is properly loaded, otherwise it may deviate from the drum.

8. Put the toner cartridge back to the device.



9. Close the front cover of the equipment.

8.3 Cleaning Equipment

Please use a soft, lint-free dry cloth to clean the outside and inside of the equipment regularly.

When you replace the toner cartridge or drum unit, make sure to clean the inside of the device. If the printed page is stained by toner, please use a soft, lint-free dry cloth to clean the inside of the device.



Caution

It is prohibited to use flammable materials, any type of spray or organic solvents/liquids containing alcohol or ammonia to clean the inside or outside of this product, otherwise fire may result. Please use a soft, lint-free dry cloth to clean the equipment.

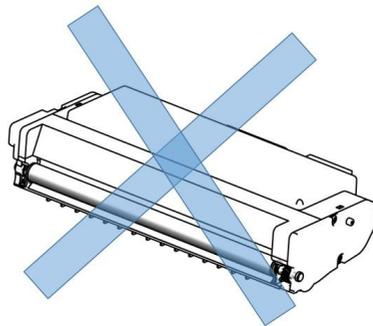
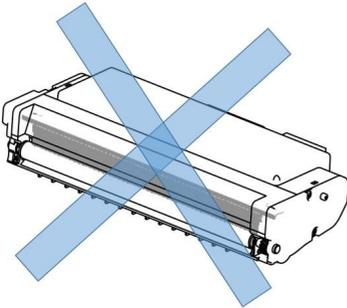


! Caution :

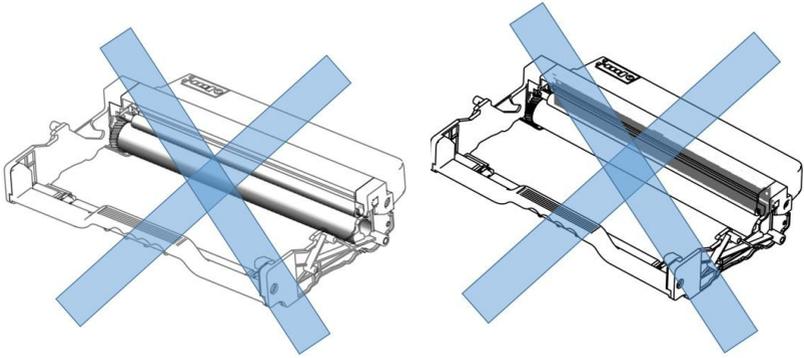
Do not use isopropyl alcohol to wipe the dust on the operation panel, otherwise the panel may break.

To avoid printing quality problems, do not touch the shaded part shown in the figure below.

Toner cartridge:

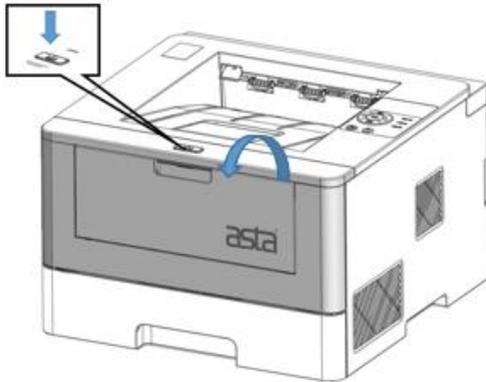


Drum unit:

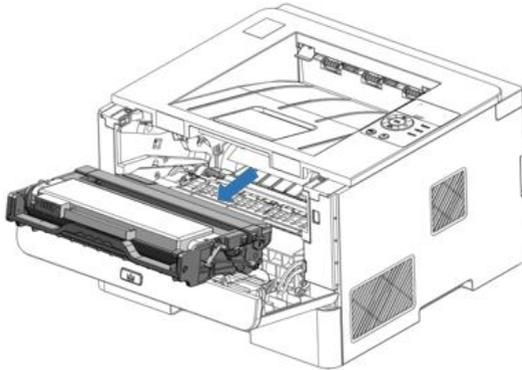


8.3.1 Clean The Toner Drum Unit

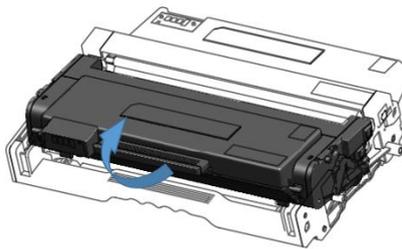
1. Power off the device.
2. Open the front cover.



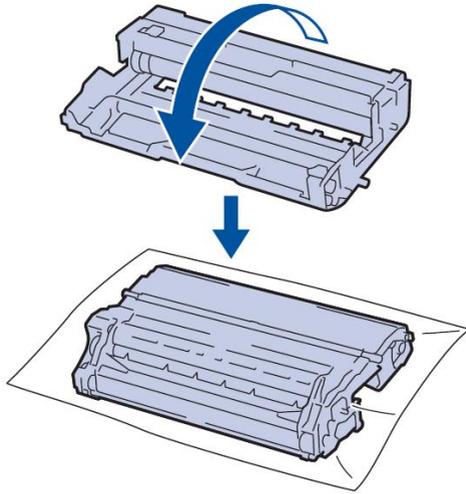
3. Remove the toner cartridge from the device.



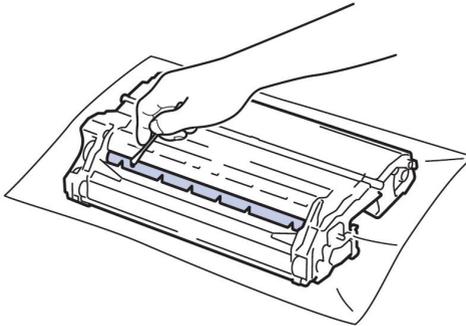
4. Remove the toner cartridge from the toner drum unit.



5. Turn the drum frame to the other side as shown in the figure below. Make sure that the gear of the toner drum unit is on the left.



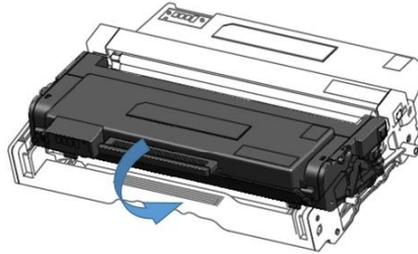
6. Please gently wipe the toner drum surface with a dry cotton swab until the mark is completely removed.



! Caution :

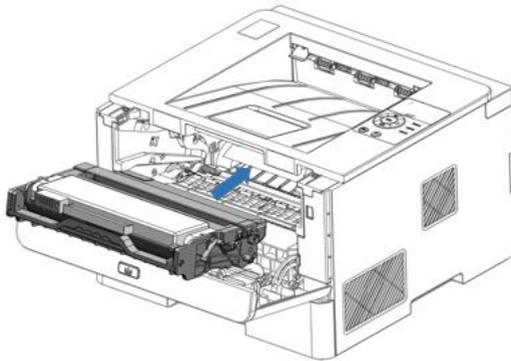
Do not use sharp objects or any liquid to clean the surface of the toner drum.

7. Install the toner cartridge into the drum frame until it locks into place and clicks.



Make sure the toner cartridge is properly loaded, otherwise it may deviate from the drum.

8. Put the toner cartridge back into the device.

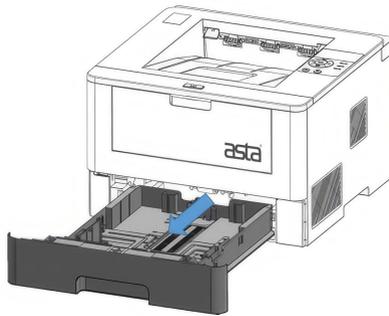


9. Close the front cover of the equipment.

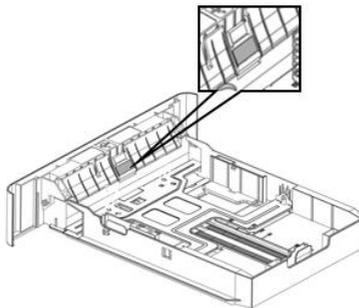
10. Press  to turn on the device.

8.3.2 Cleaning The Take-Up Roller

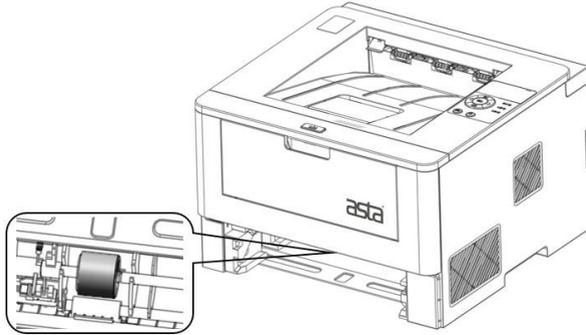
1. Press  and hold to power off the device.
2. Pull the tray completely out of the device.



3. If there is paper or object stuck in the paper box, please take it out.
4. Screw out the lint-free cloth soaked in warm water, and then use this cloth to wipe the dust on the separation pad in the paper box.



5. Wipe the dust on the take-up roller inside the equipment.



6. Reload the paper, and then close the paper tray back into the device.

7. Press  to turn on the device.