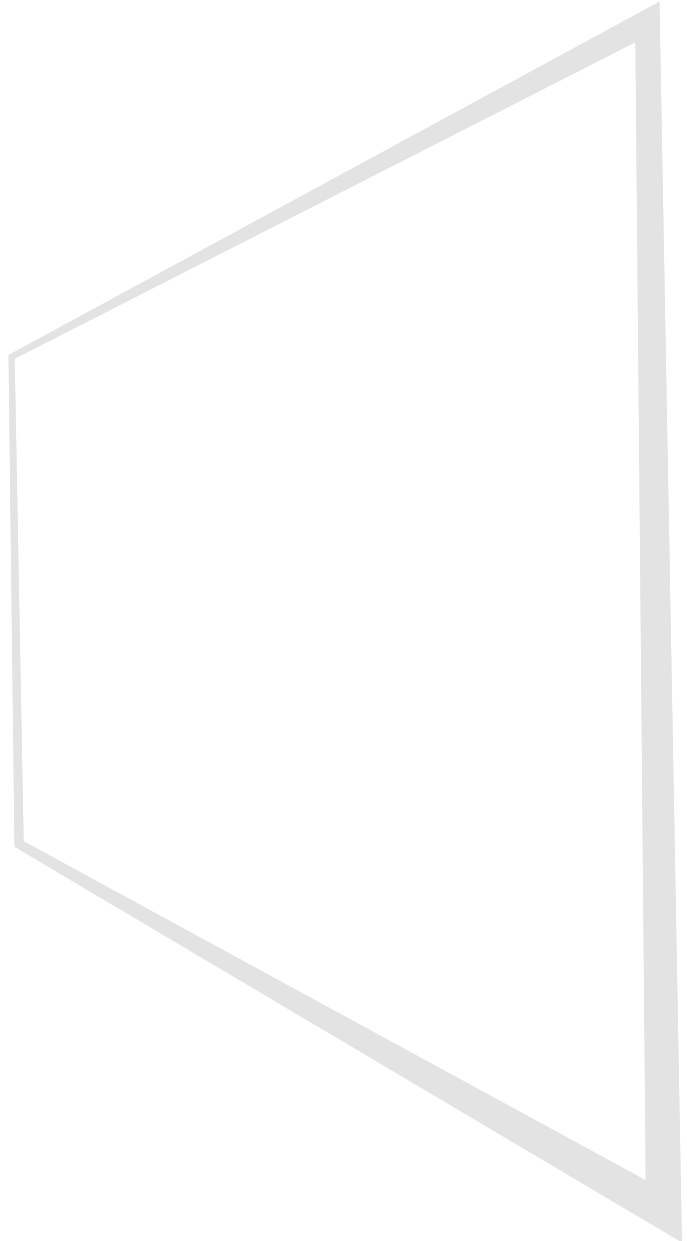
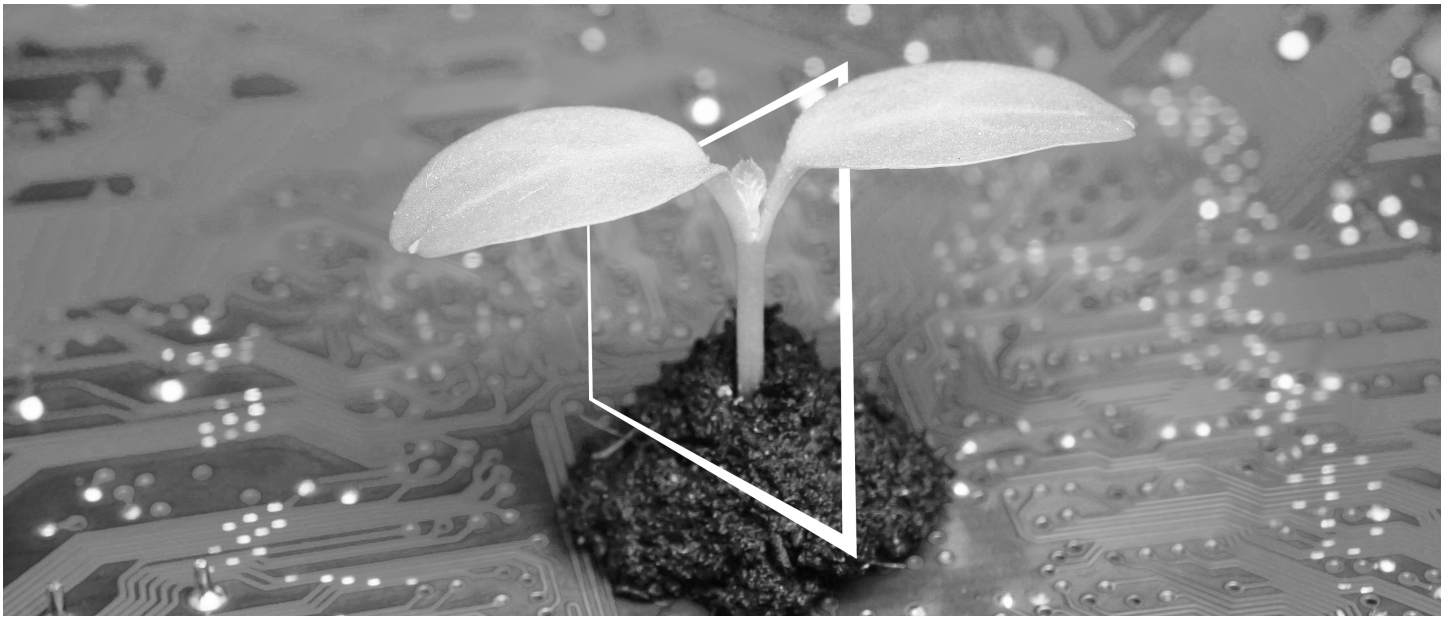


KONICA MINOLTA

bizhub C3100i
SETUP GUIDE

ORIGINAL INSTRUCTIONS





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1 Setup Guide

NOTICE

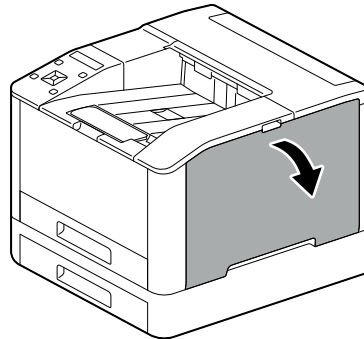
Please read the Safety information before setting up this machine.

1. Check the items included in the package.

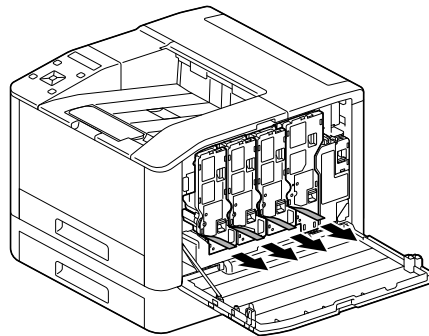
- Main unit
- Power cord

2. Pull out the tapes.

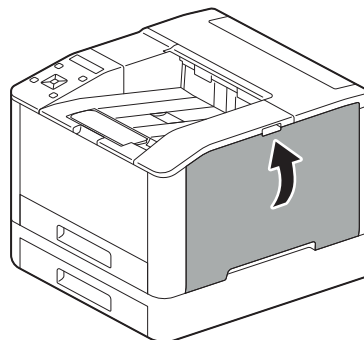
- 1** Remove all transport securing tapes from the system.
- 2** Open the right side cover.



- 3** Pull out the four tapes.

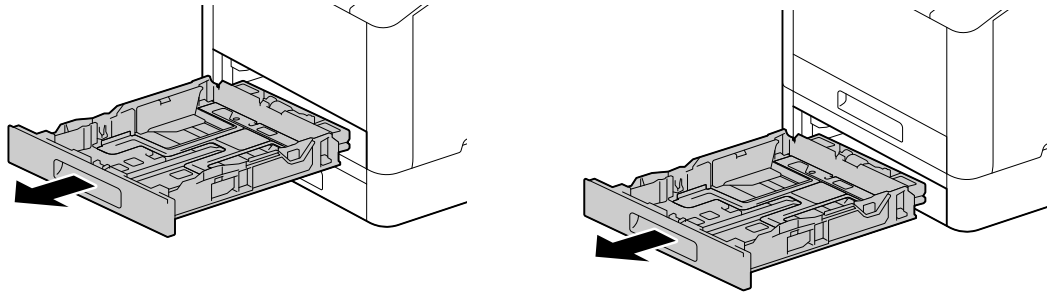


- 4** Close the right side cover.

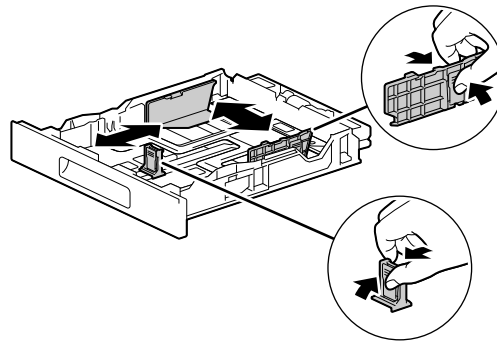


3. Load the paper into the tray.

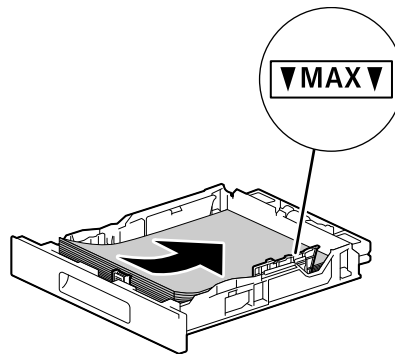
- 1 Supporting the paper tray with both hands, pull it out completely.



- 2 Move the paper guides to the position to fit the paper size.



- 3 Place the side you want to print on facing up, and load the paper with its leading edge aligned with the interior end of the tray.

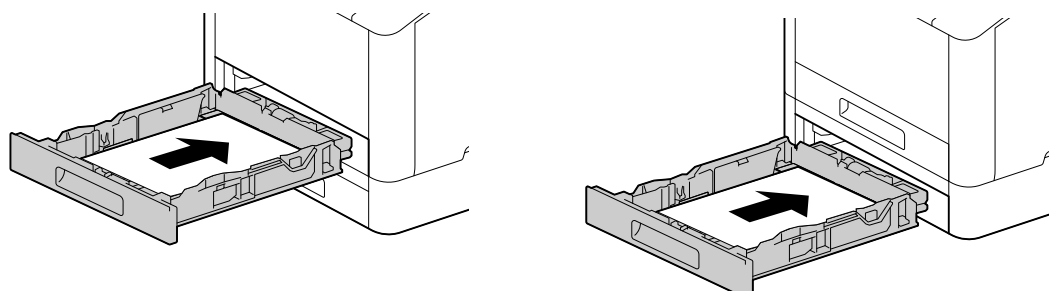


NOTICE

Do not load an excessive number of sheets such that the top of the stack is higher than the ▼ mark.

If paper is curled, flatten it before loading it.

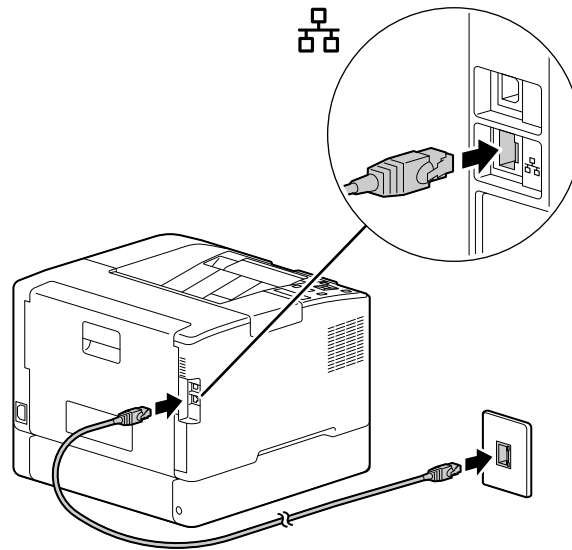
- 4 Insert the paper tray into the machine main unit, and press it in slowly until it stops.



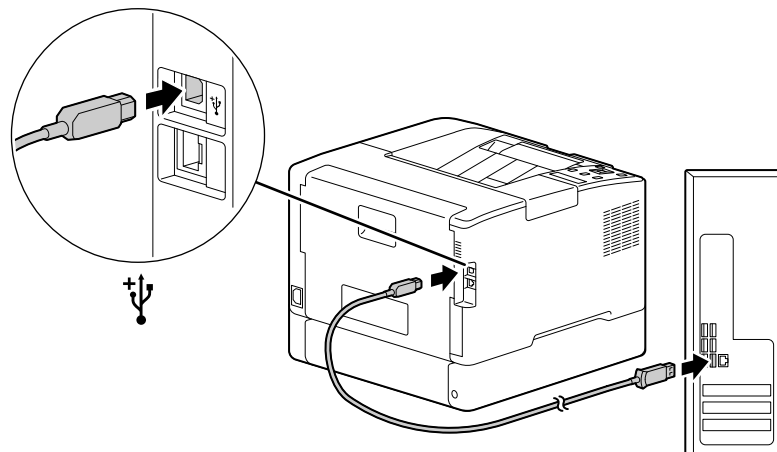
4. When using with a wired LAN or USB, connect the cable.

If you want to make a wireless LAN connection, proceed to step 5.

Connecting to a Wired Network

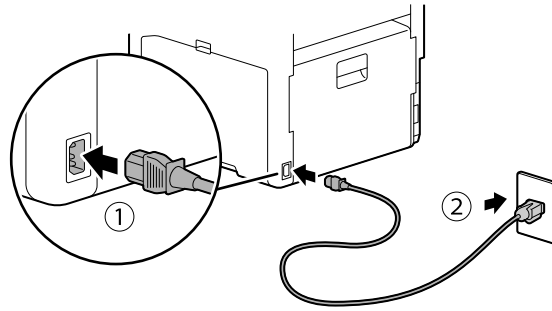



Connecting to a Computer With USB

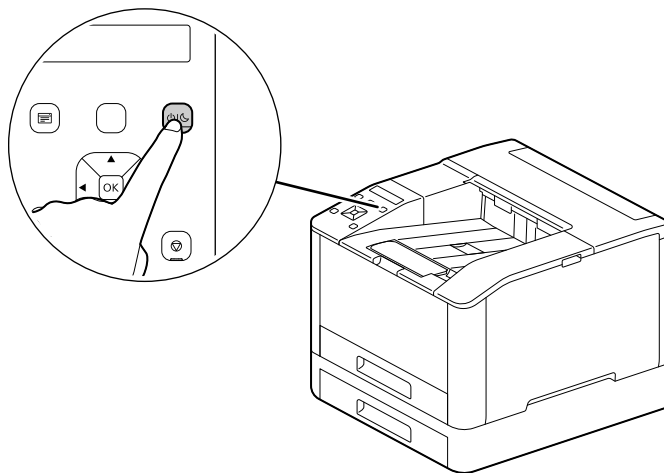


5. Turning on the machine.

- 1 Connect the power cord to this machine and an outlet.

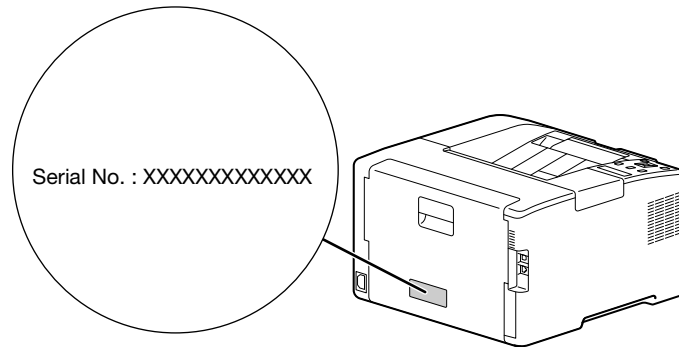


- 2 Press the  (Power Supply / Power Saver) button.



6. Setting up initial settings of the machine.

- 1 Press the ▲ or ▼ button to select a language, then press the **OK** button.
- 2 Press the **OK** button.
- 3 You can change the machine administrator's password for Internet Services.
 - The machine administrator's default password is the 13-digit serial number indicated on the back of the machine. Follow the on-screen instructions to enter the current password (serial number), a new password containing at least 4 digits, and the same new password again.



- You can also select [Skip] with the ▲ or ▼ button and change the password later. If you select [Skip], the machine administrator's password can only be changed from the Internet Services. For details on Internet Services, refer to the [User's Guide].

- 4 Press the **OK** button.

7. When using with a wireless LAN, make the following settings.

This section describes how to connect using WPS (push button method).

- 1 Hold down the WPS key on the Control Panel.
- 2 Follow the on-screen instructions to press the WPS button attached to the wireless LAN access point within 2 minutes.



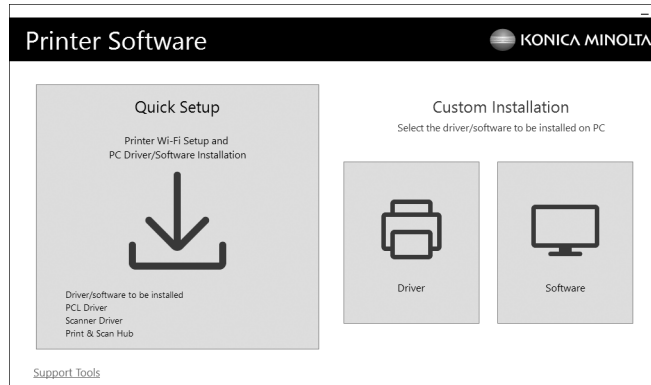
Tips

When connection to an access point or wireless router is complete, the machine will restart automatically. For details, refer to the [User's Guide].

8. Install the software.

Windows

- 1 Extract [Printer Software] after downloading to the computer, and double-click on "Launcher.exe" in the generated folder.
- 2 Click on [Quick Setup].



- 3 Follow the on-screen instructions to complete the setup.

Tips


If you want to select and install only the software you need, select the desired software from [Custom Installation]. For details, refer to the [User's Guide].

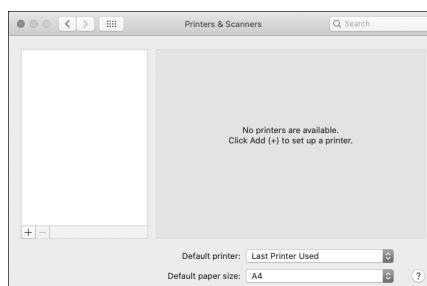
Mac

This section describes how to add this machine via Bonjour connection using macOS 10.15 as an example.

NOTICE

When you want to use a USB connection or manually set the IP address, refer to the [User's Guide].

- 1 Download software to your computer.
- 2 Double-click on the downloaded dmg file.
- 3 Double-click the pkg file in the folder.
- 4 Follow the on-screen instructions to complete the setup.
- 5 From the [Apple] menu, open [System Preferences], and click on [Printers & Scanners].
- 6 Click on  .



- 7 From [Name], select the name for the machine displayed as [Bonjour Multifunction] or [Bonjour] in the [Kind] column.
- 8 From [Use], select a driver compatible with the machine.
- 9 Click on [Add].
- 10 Specify an optional accessory already installed on the machine, and click [OK].
- 11 Make sure that the machine is displayed in [Printers].

