

Canon

imageRUNNER
1025/1025N/1025iF

Quick Start Guide



Overview of Machine Functions

Set Up the Machine to Suit Your Purposes

Set Up the Machine

Make Fax Settings (imageRUNNER 1025iF Only)

Set Up Network Connection

Set Up Computers and Software

Appendix

Please read this guide before operating this product.
After you finish reading this guide, store it in a safe place for future reference.

ENG

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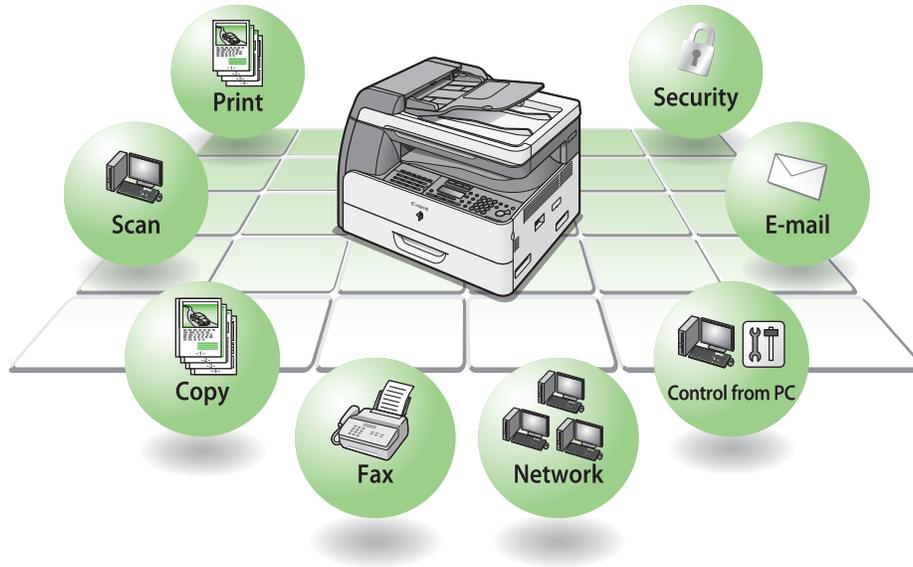
Overview of Machine Functions

This manual describes how to set the required settings to set up the machine and install the software. After you set up the machine, you can use the functions described in the illustration shown below.

For the details of each function, refer to the Basic Operation Guide and e-Manual.

 **NOTE**

Depending on the system configuration and product purchased, some features described in the manuals may not be functional. For details, see "Available Features," on p. 2.



Unless otherwise mentioned, illustrations used in this manual are those taken when no optional equipment is attached to the imageRUNNER 1025iF.

If there is any difference between the imageRUNNER 1025, 1025N or 1025iF, it is clearly indicated in the text, for instance "imageRUNNER 1025iF Only."

Available Features

The procedures described in this manual are based on the imageRUNNER 1025iF. Depending on the system configuration and product purchased, some features described in the manuals may not be functional. The table below shows the available features on a product basis.

✓: available
 —: not available
 opt. : optional

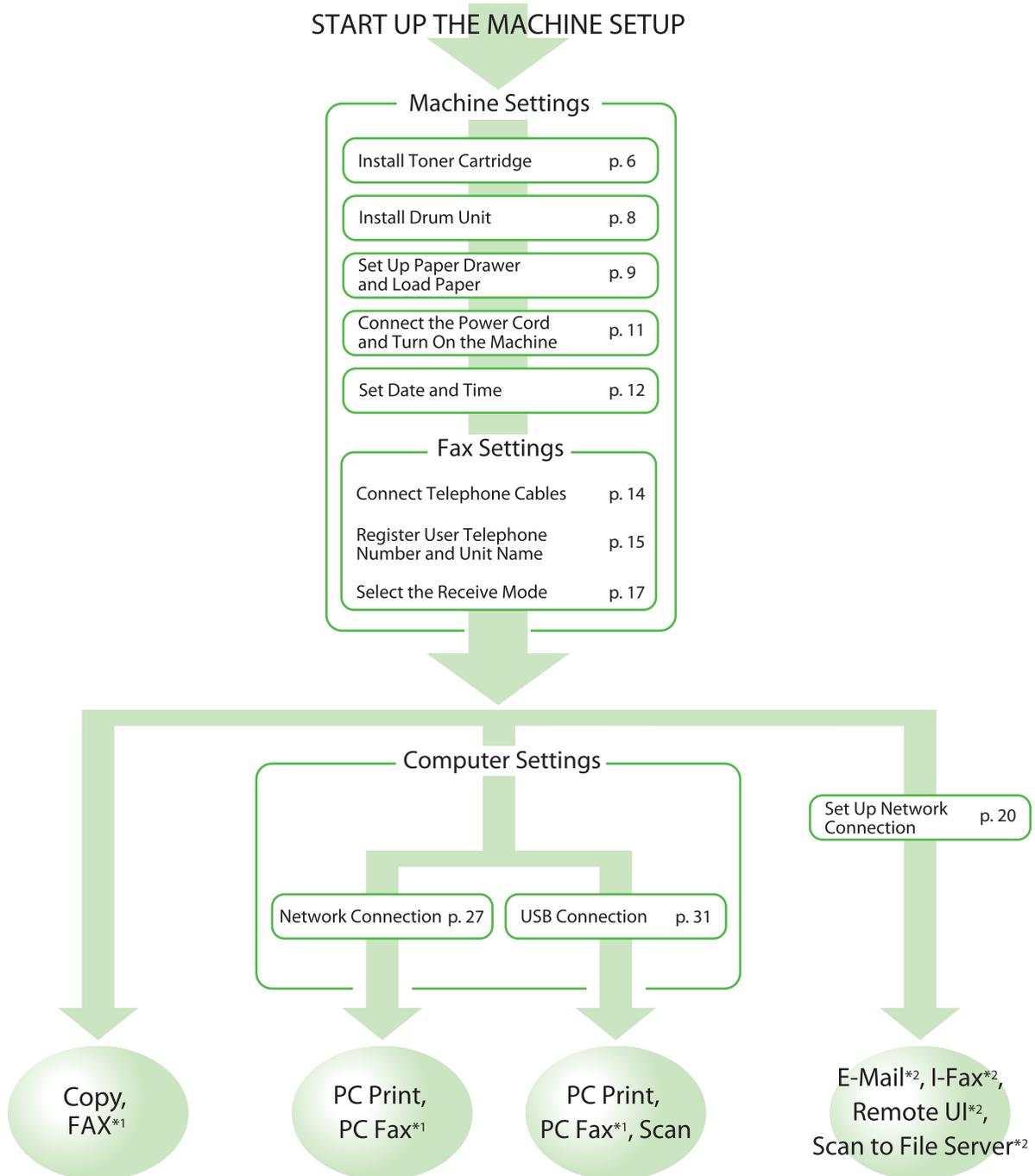
	Copy	Print (UFRII LT)	Print (PCL)	Scan	Fax	I-Fax/E-mail/FTP/SMB	RUI (Network Board)	ADF
imageRUNNER 1025	✓	✓	opt.	✓	—	—	opt.	—
imageRUNNER 1025N	✓	✓	opt.	✓	—	—	✓	✓
imageRUNNER 1025iF	✓	✓	opt.	✓	✓	✓	✓	✓

The Card Reader-E1, Cassette Feeding Module-N2, and Barcode Printing Kit are available options.

1 Set Up the Machine to Suit Your Purposes

Determine which machine functions (Copy, Fax, Scan, PC Print, PC Fax, Remote UI, E-Mail, I-Fax, Scan to File Server) you intend to use, and make the settings according to the flowchart below.

For example, if you intend to use only the Copy function, it is necessary to make only "Machine Settings." If you intend to use the PC Print and Fax functions in addition to the Copy function, the "Machine Settings," "Fax Settings," and "Computer Setting" are required.



*1 When using the fax function, you need to connect the telephone line cable.

*2 The machine must be connected to the network.

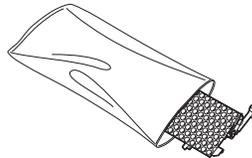
(To use the following functions, settings for each function is required: E-Mail, I-Fax, Remote UI, and Scan to File Server.)

2 Set Up the Machine

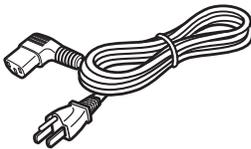
Items Included with the Machine



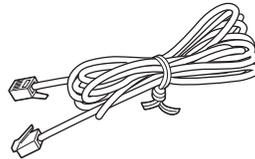
● Machine



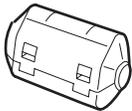
● Drum Unit



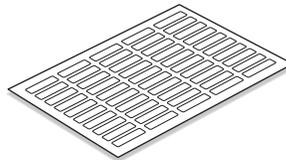
● Power Cord



● Telephone Cable*¹



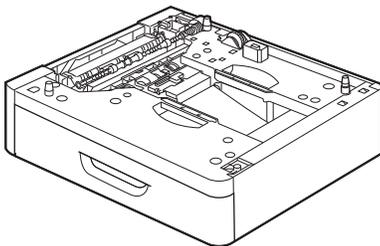
● Ferrite Core for USB Cable*²



● Destination Labels*¹

- Limited Warranty Notice
- Drum Unit Warranty Notice
- Installation Checklist
- Registration Card
- Unpacking Instruction Sheet
- Quick Start Guide (This Document)
- Basic Operation Guide
- User Software CD-ROM
- Manual CD-ROM

Optional Items

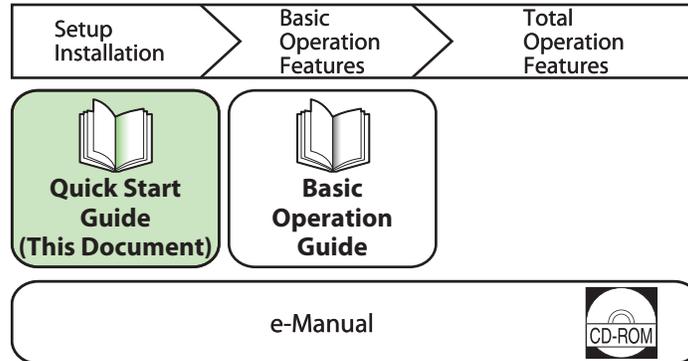


● Cassette Feeding Module-N2

*¹ imageRUNNER 1025iF Only

*² imageRUNNER 1025N and 1025iF Only

Manuals for the Machine



- **Quick Start Guide (This Document):**

The Quick Start Guide contains the machine setup and software installation. Read this guide before operating this product.

- **Basic Operation Guide:**

The Basic Operation Guide contains the basic operation features.

- **e-Manual** (located on the Manual CD-ROM):

The e-Manual is a web browser-based manual that you can see on your computer. This guide contains total operation features. (Also includes the Quick Start Guide contents and the Basic Operation Guide contents.)

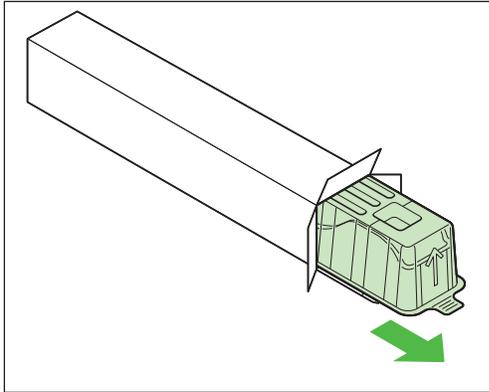
Install Toner Cartridge

This section describes the installation procedure for the toner cartridge.

 **NOTE**

A toner cartridge is not included with the machine..

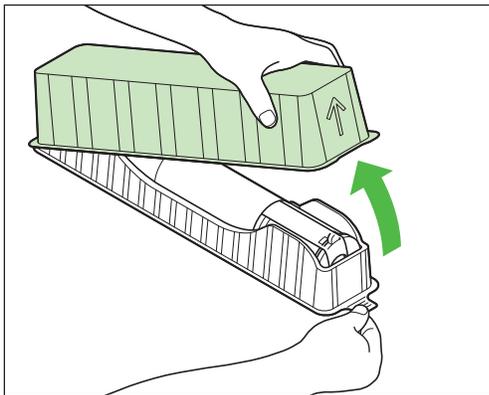
1 Remove the plastic case from the box.



2 Open the case and remove the toner cartridge.

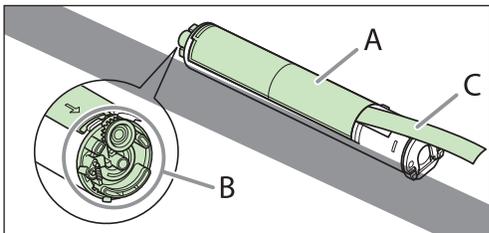
 **NOTE**

Keep the box and case for future use.

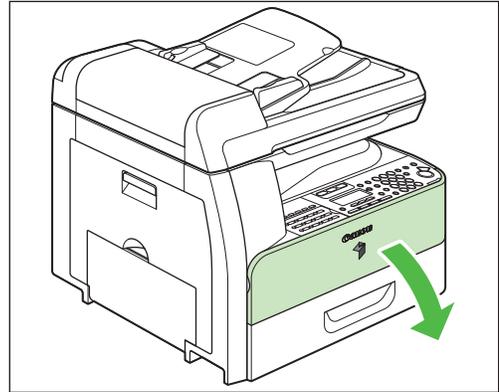


 **CAUTION**

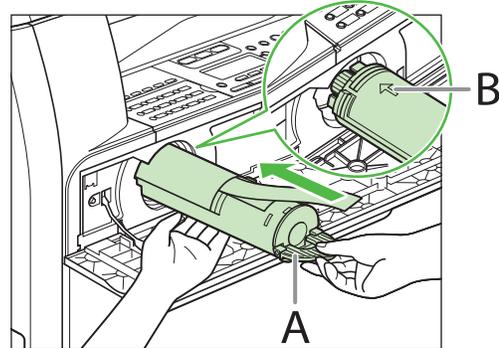
- Do not touch the portions (A) and (B).
- Do not pull out the seal (C) before inserting the cartridge into the machine as the toner may spill out.



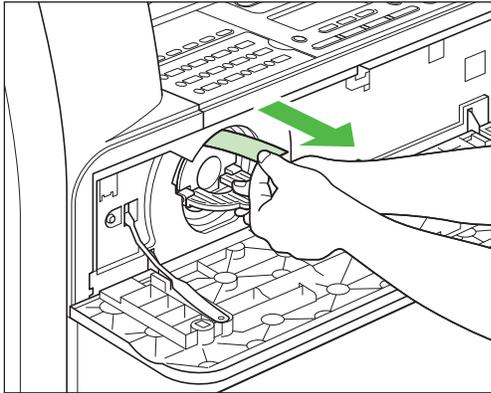
3 Open the front cover.



4 Pull the toner cartridge lever (A) towards you and insert the cartridge into the machine with the arrow (B) pointing towards the machine.



- 5** Holding the cartridge steady with one hand, pull out the seal completely with the other hand.



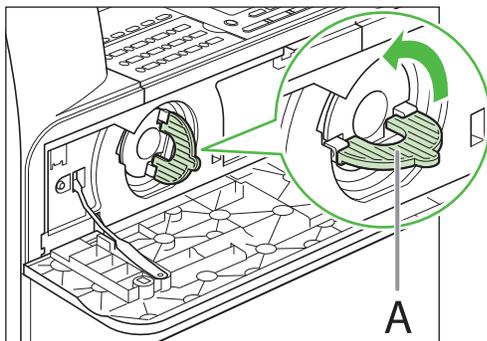
CAUTION

- If toner is adhered on the removed seal, be careful that your hands or clothes do not get dirty from touching the toner.
- If your hands or clothes get dirty from touching the toner, wash them immediately in cold water. Do not use hot water. If you do, the toner may be set permanently.

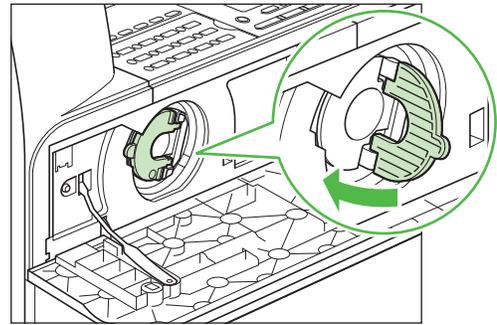
NOTE

Do not pull out the seal at an angle.

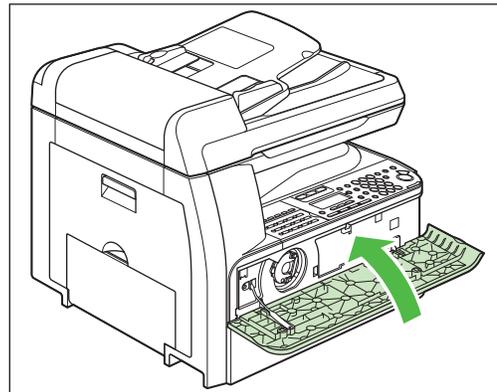
- 6** Turn the cartridge lever (A) as far as it will go counterclockwise.



- 7** Push down the lever.



- 8** Close the front cover.



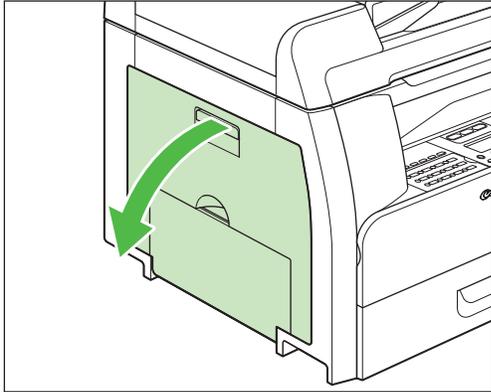
CAUTION

- Be careful not to get your fingers caught.
- If you cannot close the front cover, do not force it to close. Open the front cover and pull out the toner cartridge, then reinsert the cartridge into the machine.

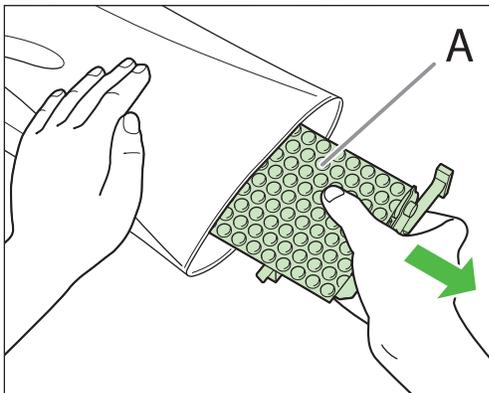
Install Drum Unit

This section describes the installation procedure for the drum unit.

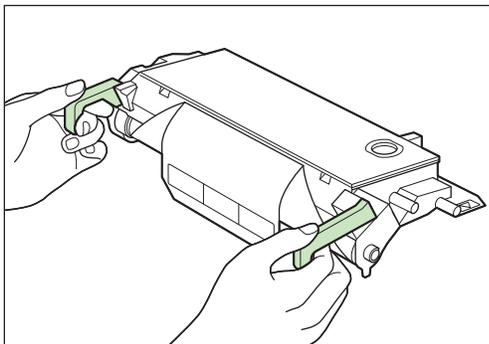
- 1** Open the left cover.



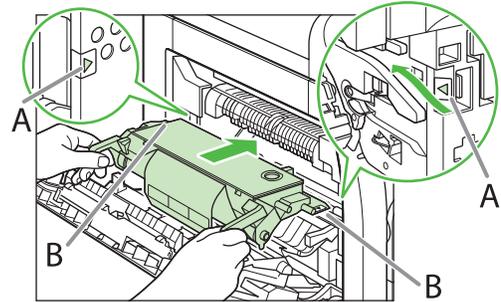
- 2** Open the package of the new drum unit and remove the protective packing material (A).



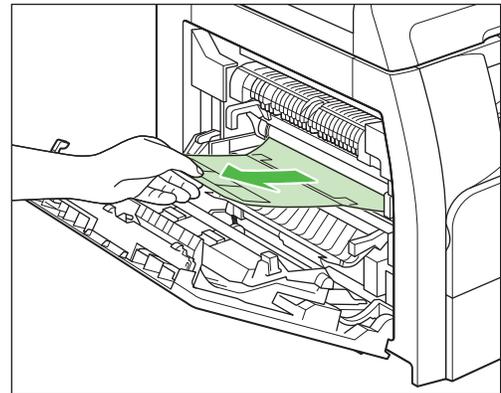
- 3** Hold the unit by its grips on both sides.



- 4** Align the ► marks on both sides of the drum unit (B) with the ► marks on the machine (A), and push the unit into the machine as far as it will go.

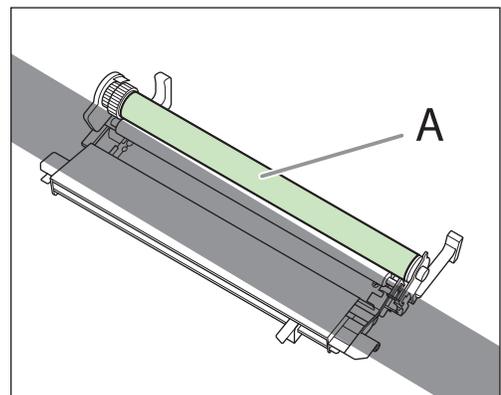


- 5** After the unit is completely inserted, remove the orange paper.

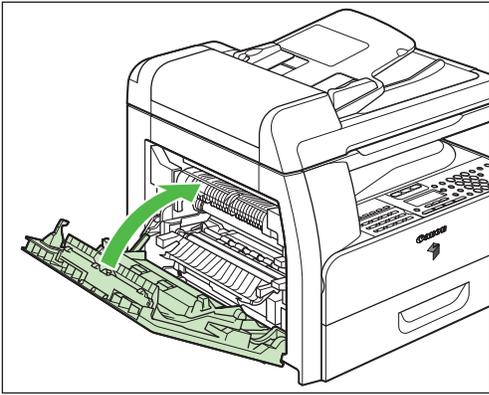


! CAUTION

Do not touch the drum (A) as the image quality of printouts may deteriorate.



6 Close the left cover.

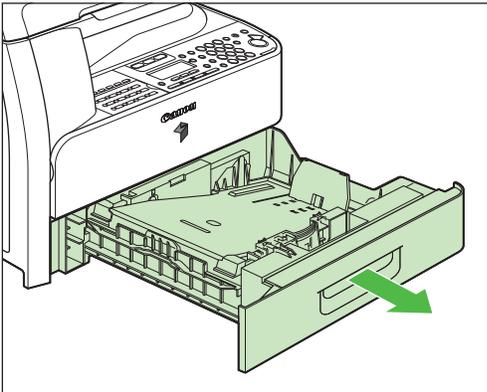


CAUTION

Be careful not to get your fingers caught.

Set Up Paper Drawer and Load Paper

1 Pull out the paper drawer until it stops.

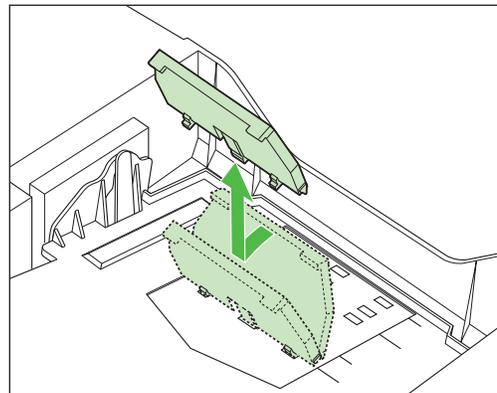


If you use LTR size, go to step 4. If you use other sizes, go to step 2.

NOTE

Make sure all shipping tape/packing materials on the machine have been removed.

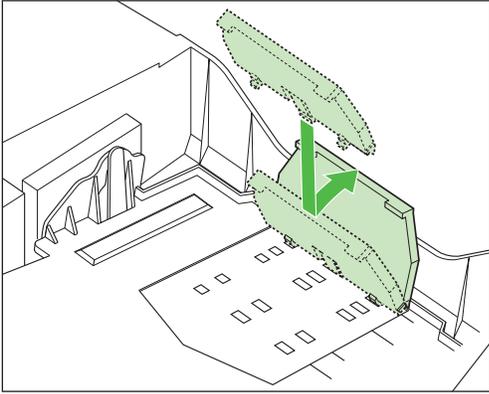
2 Incline the rear paper end guide until it is unlocked, then remove it from the paper drawer.



NOTE

By default, the guide is set to LTR.

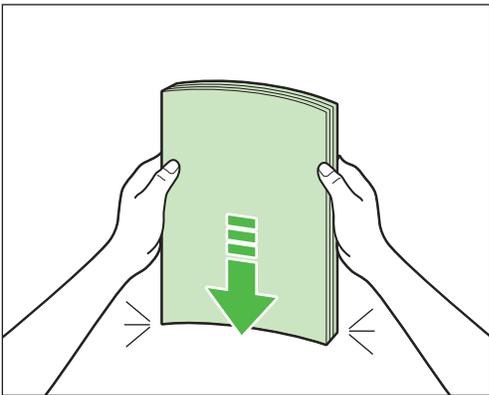
- 3** Attach the guide to the slots of the desired paper size.



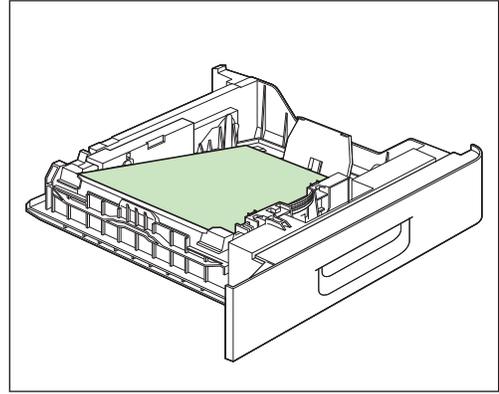
NOTE

Make sure to set the guide to the mark for the size of the paper to be loaded correctly. If the guide is positioned incorrectly, it may cause paper jams, dirty prints, etc.

- 4** Even the edges of the paper stack.

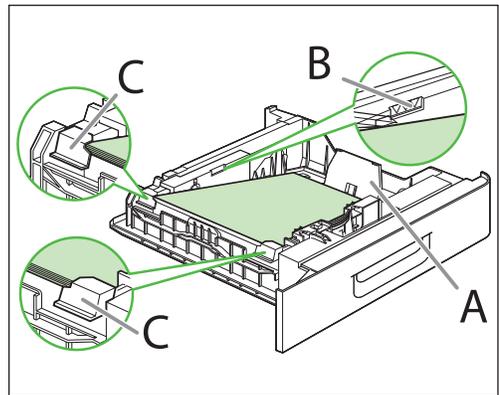


- 5** Load the paper stack of the appropriate size with the print side facing up.



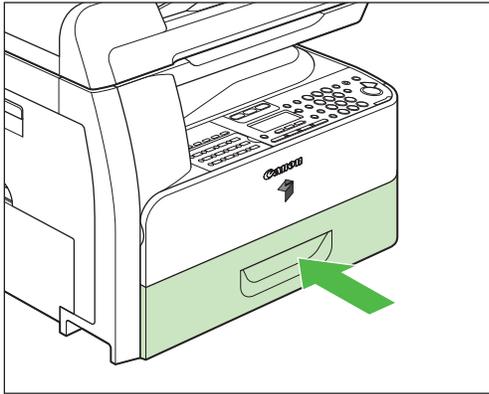
NOTE

- When loading paper, be careful not to cut your fingers on the edges of the paper.
- Make sure the back edge of the paper stack touches the rear paper end guide (A), the paper stack should not exceed the load limit mark (B), and the load is under the small fins (C) on the paper guides.



- The paper drawer holds approximately 500 sheets of paper (21 lb bond (80 g/m²)).

- 6** Gently insert the paper drawer as far as it will go.



CAUTION

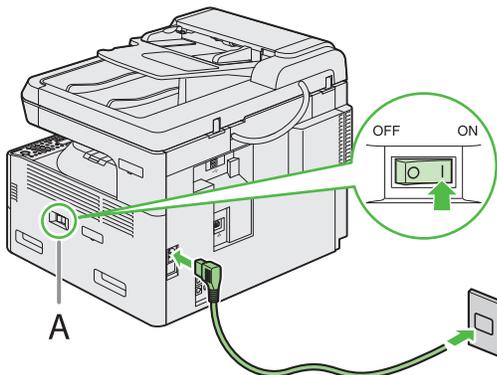
Be careful not to get your fingers caught.

NOTE

- In the same manner, load the paper into the optional paper drawer. For attaching the optional paper drawer, see the instruction sheet that comes with the optional paper drawer.
- For details on loading paper in the stack bypass, see Chapter 2, “Originals and Print Media,” in the Basic Operation Guide.

Connect the Power Cord and Turn ON the Machine

- 1** Connect the power cord to the rear socket on the back side of the machine and to the wall outlet, and press the [I] side of the main power switch (A) to ON.



NOTE

- Do not connect the machine and the computer with a USB cable at this time. Connect the machine and the computer with a USB cable only during the software installation procedure.
- If you want to use the optional paper drawer, attach the Cassette Feeding Module-N2 to the machine before turning ON the machine. (For instructions on how to attach the Cassette Feeding Module-N2, see the instruction sheet that comes with the Cassette Feeding Module-N2.)

- 2** The machine enters the standby mode.

- Without optional drawer

100%	LTR	01
□ A ■	TEXT	

- With optional drawer

100%	AUTO	01
□ A ■	TEXT	

What if...

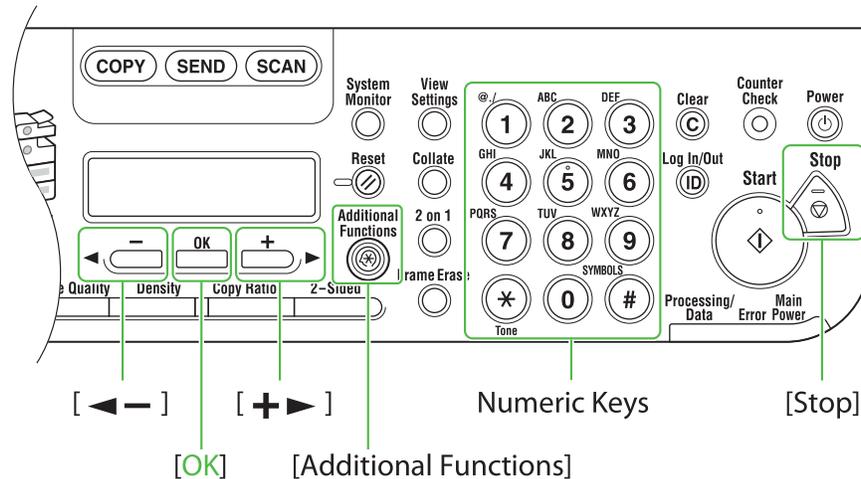
- **The display returns to the standby mode:**
The machine may enter the standby mode (Auto Clear function) while you are setting it up. Make the setting again from the main menu.
- **The display turned off:**
The machine may enter the sleep mode while you are setting it up. Press [Power] to turn the machine back ON and continue the setup.
- **<CLOSE COVER/FRONT OR LEFT COVER> is displayed:**
Make sure that the front or left cover is closed properly. (See “Install Toner Cartridge,” on p. 6, or “Install Drum Unit,” on p. 8.)
- **<OUT OF TONER/CHANGE TONER> is displayed:**
Make sure that the toner cartridge is installed properly. (See “Install Toner Cartridge,” on p. 6.)
- **<DRUM IS NOT SET/INSERT THE DRUM> is displayed:**
Make sure that the drum unit is installed properly. (See “Install Drum Unit,” on p. 8.)
- **<LOAD PAPER> is displayed:**
Make sure that paper is loaded in the paper drawer properly. (See “Set Up Paper Drawer and Load Paper,” on p. 9.)

Set Date and Time

Before using the machine, you MUST set the current date and time. The date and time set are used as a standard for timer settings functions.

● Information About the Keys

- Use ①–⑨ [numeric keys] to enter numbers.
- Press [◀] or [▶] to move the cursor position.
- Press [OK] to set the entry and to proceed to the next screen.
- Press [C] [Clear] to delete entire entry.



What if...

● The display returns to the standby mode:

The machine may enter the standby mode (Auto Clear function) while you are setting it up. Make the setting again from the main menu.

● The display turned off:

The machine may enter the sleep mode while you are setting it up. Press [Power] to turn the machine back ON and continue the setup.

1 Press [Additional Functions].

2 Press [◀] or [▶] to select <6. TIMER SETTINGS>, then press [OK].

```
ADD . FUNCTIONS
6 . TIMER SETTINGS
```

3 Confirm that <1. DATE&TIME SETTING> is displayed, then press [OK].

```
TIMER SETTINGS
1 . DATE&TIME SETTING
```

4 Use ①–⑨ [numeric keys] to enter the date (month/day/year) and time (in 24-hour/military time format), then press [OK].

Ex.

```
DATE & TIME SETTING
06 / 30 ' 08 15 : 50
```

Enter the month, day and year using two digits (including zeros).

Enter the time in 24-hour notation, as four digits (including zeros) without a space.

Examples:

May 6 → 0506

2008 → 08

9:05 a.m. → 0905

4:18 p.m. → 1618

NOTE

If you make a mistake when entering values, press [◀] or [▶] to move the cursor to the number to be corrected and overwrite it.

5 Press  [Stop] to return to the standby mode.

 **NOTE**

- You can select one of the following three date formats in <3. DATE TYPE SELECT>.
 - <MM/DD/YYYY>
 - <DD/MM YYYY>
 - <YYYY MM/DD>
- You can also set the time zone and daylight saving time. For instructions, see “Introduction of the Machine” in the e-Manual.

3 Make Fax Settings (imageRUNNER 1025iF Only)

This section describes how to make the fax settings.

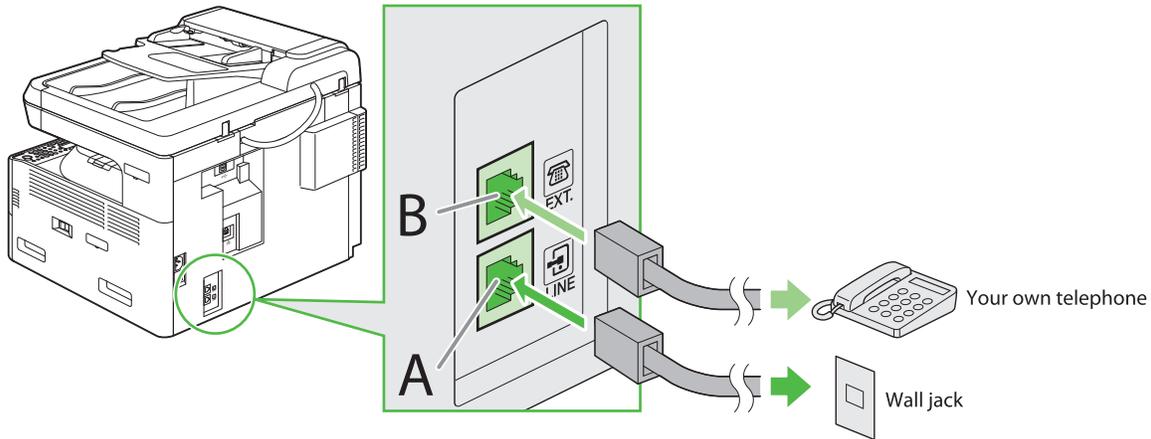
 **NOTE**

If you are using the imageRUNNER 1025/1025N, skip the procedure described in this section and go to “Set Up Network Connection,” on p. 20.

Connect Telephone Cables

- 1 Connect the telephone cable to the telephone line jack (A) on the back side of the machine and the other end to the wall jack.

If you want to connect your own external telephone or telephone with built-in answering machine, connect the cable to the external device jack (B) on the back side of the machine.

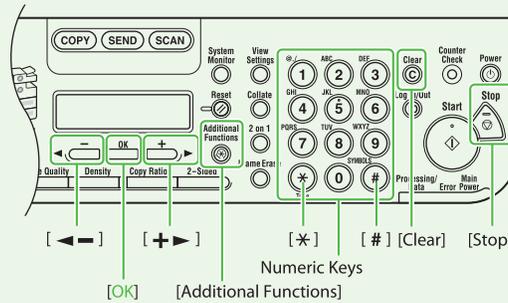


Register User Telephone Number and Unit Name

This section describes the procedure for registering the user telephone number and unit name. For instructions for entering information, refer to "Information About the Keys" below.

Information About the Keys

Use the keys shown below to enter information in the machine.



You can enter the following characters in each input mode:

	:a	:1
[1]	@._-/	1
[2]	abcABC	2
[3]	defDEF	3
[4]	ghiGHI	4
[5]	jklJKL	5
[6]	mnoMNO	6
[7]	pqrPQRS	7
[8]	tuvTUV	8
[9]	wxyWXYZ	9
[0]		0
[*]	↶ :a → :1 ↷	
[#]	- . * # ! " , ; : ^ \ _ = / ' ? \$ @ % & + \ ` () [] { } < >	

- Use 0–9 [numeric keys] to enter characters. Press 0–9 [numeric keys] repeatedly until the required character appears.
- Press # to enter symbols.
- Press * to switch between input modes:
<:a>: Letter mode
<:1>: Number mode
- Press [←] or [→] to move the cursor position.
- Press © [Clear] to delete the character at the cursor position. Press and hold © [Clear] to delete the entire entry.
- Press [OK] to set the entry and to proceed to the next screen.

What if...

- **The display returns to the standby mode:**
The machine may enter the standby mode (Auto Clear function) while you are setting it up. Make the setting again from the main menu.
- **The display turned off:**
The machine may enter the sleep mode while you are setting it up. Press ⏻ [Power] to turn the machine back ON and continue the setup.

1 Press * [Additional Functions].

2 Press [←] or [→] to select <3. TX/RX SETTINGS>, then press [OK].

```
ADD . FUNCTIONS
3 . TX / RX SETTINGS
```

3 Press [←] or [→] to select <2. FAX SETTINGS>, then press [OK].

```
TX / RX SETTINGS
2 . FAX SETTINGS
```

3 Make Fax Settings (imageRUNNER 1025iF Only)

- 4** Confirm that <1. USER SETTINGS> is displayed, then press [OK].

```
FAX SETTINGS
1 . USER SETTINGS
```

- 5** Confirm that <1. UNIT TELEPHONE #> is displayed, then press [OK].

```
USER SETTINGS
1 . UNIT TELEPHONE #
```

- 6** Use 0-9 [numeric keys] to enter your fax/telephone number (20 digits maximum, including spaces), then press [OK].

Ex.

```
UNIT TELEPHONE #
1 2 3 X X X X X X X X _
```



NOTE

You can enter the numbers (0-9), space, and + in <1.UNIT TELEPHONE #>. Press [+>] to enter the space and press # to enter +.

- 7** Press [Additional Functions] twice.

- 8** Press [←] or [→] to select <1. COMMON SETTINGS>, then press [OK].

```
TX / RX SETTINGS
1 . COMMON SETTINGS
```

- 9** Confirm that <1. TX SETTINGS> is displayed, then press [OK].

```
COMMON SETTINGS
1 . TX SETTINGS
```

- 10** Confirm that <1. UNIT NAME> is displayed, then press [OK].

```
TX SETTINGS
1 . UNIT NAME
```

- 11** Use 0-9 [numeric keys] to enter the unit name (24 characters maximum) (your name, company name, etc.), then press [OK].

Ex.

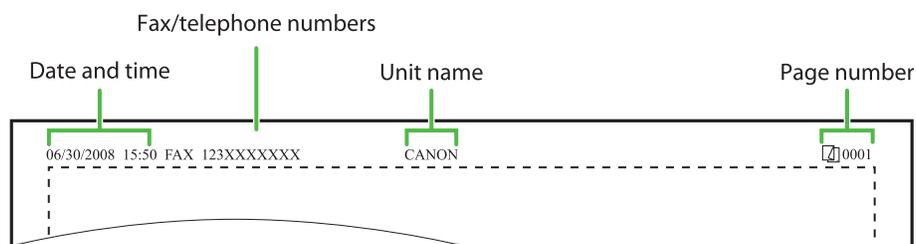
```
UNIT NAME           : a
C a n o n
```

- 12** Press [Stop] to return to the standby mode.

About Sender Information

Before sending documents, you MUST register your fax number, unit name, and the current date and time in the machine.

The sender information you register in the machine appears in the header of each page received by your recipient.



Select the Receive Mode that Suits Your Needs

About the Receive Modes

<FaxOnly>

Receives faxes automatically. When you use only the fax function, select this mode without connecting an external telephone.

●When Receiving FAX

The machine receives faxes automatically.



●When Receiving VOICE CALL

The machine does not respond.

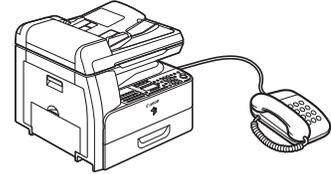


<FaxTel>

Automatically switches between fax calls and voice calls. The machine receives faxes automatically and rings for voice calls.

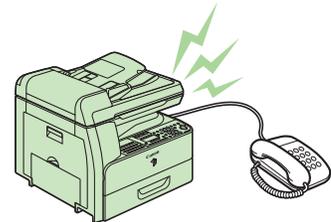
●When Receiving FAX

The machine receives faxes automatically.



●When Receiving VOICE CALL

The machine rings. Answer the call.

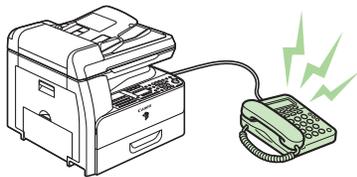


<Ans Mode>

Receives faxes automatically and routes voice calls to the telephone with built-in answering machine.

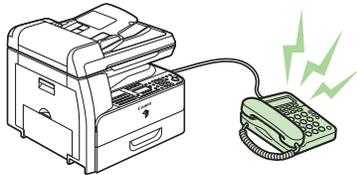
●When Receiving FAX

The telephone with built-in answering machine rings and the machine receives faxes automatically.



●When Receiving VOICE CALL

The telephone with built-in answering machine rings and records voice messages.

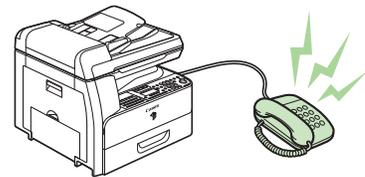


<Manual>

Rings for every call, whether it is a fax call or a voice call. For a fax call, you have to manually activate the machine to receive the fax.

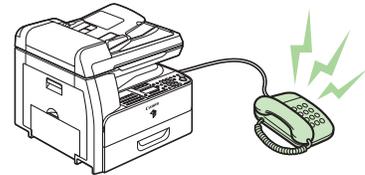
●When Receiving FAX

The external phone rings. To receive the fax, you can either pick up the receiver and press the [Start] key, or press the [Hook] key followed by the [Start] key. Alternatively, you can use the remote reception function through the external telephone.



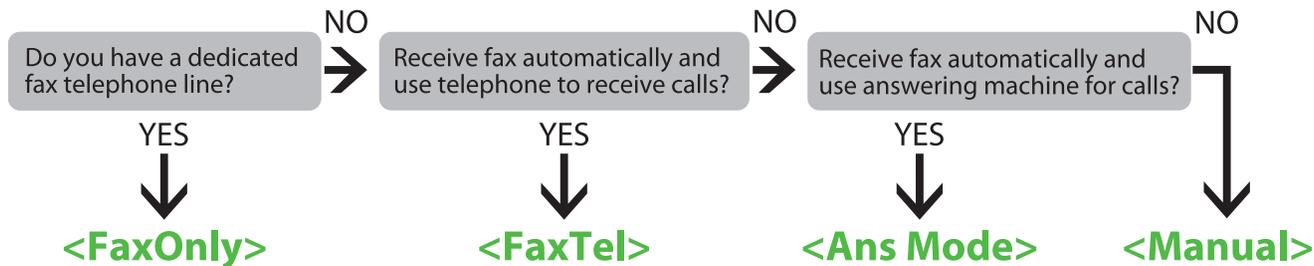
●When Receiving VOICE CALL

The external telephone rings. Answer the call.



3 Make Fax Settings (imageRUNNER 1025iF Only)

The receive mode determines how the machine responds to incoming faxes and voice calls. Select the mode that most suits your needs from the chart below. For more information about the receive modes, see “About the Receive Modes,” on p. 17.



NOTE

- The remote reception function is useful when the receive mode is set to <Manual> and your machine is connected to an external telephone. You can receive faxes by picking up the external telephone and pressing a two-digit remote reception ID (the default setting is 25). For details, see “Fax,” in the e-Manual.
- Your telephone with built-in answering machine or answering machine must be connected directly to the machine to use <Ans Mode>. (See “Connect Telephone Cables,” on p. 14.) Make sure that the auto answering function of the telephone built-in answering or answering machine is activated.
- The external telephone must be connected to the machine to use <FaxTel> or <Manual>. (See “Connect Telephone Cables,” on p. 14.)
- By default, <FaxOnly> is selected in <RX MODE>. If an external telephone is connected to the machine and receives a fax or voice call, the external telephone rings. You can answer voice calls while the external telephone is ringing.
- To disable the incoming ring, press [Additional Functions] → <TX/RX SETTINGS> → <FAX SETTINGS> → <RX SETTINGS> → <INCOMING RING>, then select <OFF>.
- Voice mail is not supported with <Ans Mode>.
- DRPD (Distinctive Ring Pattern Detection) service assigns two or more telephone numbers with distinctive ring patterns to a single telephone line, allowing you to have both a fax number(s) and a telephone number(s), using only one telephone line. Your machine automatically monitors incoming calls and the ring pattern, to let you know if the call is fax or voice call. Set the ring patterns assigned by your telephone company for a fax or voice call. Contact your telephone company for information on availability.

What if...

● The display returns to the standby mode:

The machine may enter the standby mode (Auto Clear function) while you are setting it up. Make the setting again from the main menu.

● The display turned off:

The machine may enter the sleep mode while you are setting it up. Press [Power] to turn the machine back ON and continue the setup.

1 Press [Additional Functions].

2 Press [] or [] to select <3. TX/RX SETTINGS>, then press [OK].

```
ADD . FUNCTIONS
3 . TX / RX SETTINGS
```

3 Press [] or [] to select <2. FAX SETTINGS>, then press [OK].

```
TX / RX SETTINGS
2 . FAX SETTINGS
```

4 Press [] or [] to select <3. RX SETTINGS>, then press [OK].

```
FAX SETTINGS
3 . RX SETTINGS
```

5 Press [] or [] to select <2. RX MODE>, then press [OK].

```
RX SETTINGS
2 . RX MODE
```

6 Press [] or [] to select the receive mode, then press [OK].

7 Press [Stop] to return to the standby mode.

If Necessary to Use Pulse Dialing

By default, the telephone line type on the machine is set to tone dialing. If you use tone dialing, skip the following procedure. If you use pulse dialing, follow the procedure below and change the telephone line type setting on the machine to the pulse dialing.

If you do not know the type of telephone line you use, contact your local telephone company.

- 1** Press  [Additional Functions].
- 2** Press [] or [] to select <3. TX/RX SETTINGS>, then press [OK].
- 3** Press [] or [] to select <2. FAX SETTINGS>, then press [OK].
- 4** Confirm that <1. USER SETTINGS> is displayed, then press [OK].
- 5** Press [] or [] to select <2. TEL LINE TYPE>, then press [OK].
- 6** Press [] or [] to select the telephone line type, then press [OK].
 - <TOUCH TONE>: Tone dialing (default)
 - <ROTARY PULSE>: Pulse dialing
- 7** Press  [Stop] to return to the standby mode.

4 Set Up Network Connection

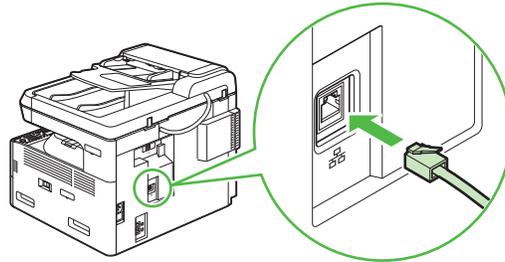
This section describes the network connection.

NOTE

If you are using the imageRUNNER 1025 without optional network board installed, skip the procedure described in this section.

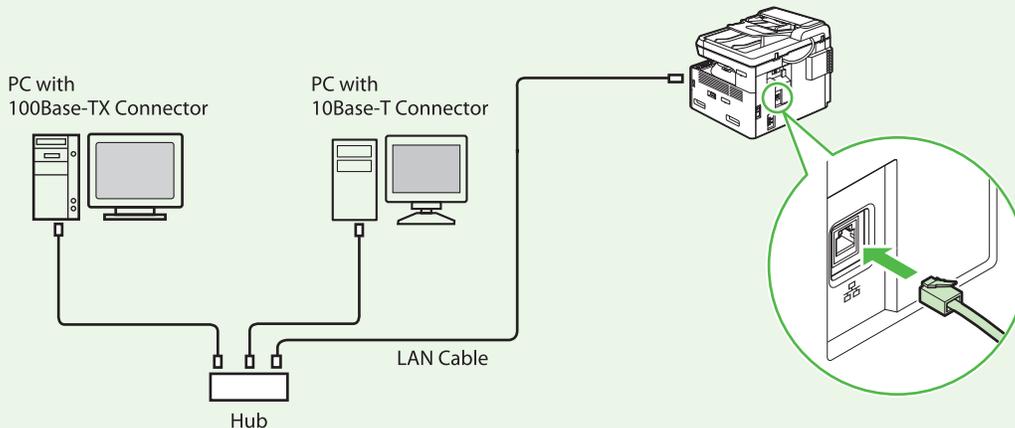
Connect the LAN Cable

- 1 Connect a LAN cable that is compatible with the LAN connector of this machine.



Compatible LAN Cables

A category 5 or greater twisted pair LAN cable is compatible with the machine. Connect one end to the 10Base-T/100Base-TX port on the back of the machine and the other end to a network router or a hub.



NOTE

- The machine does not come with a LAN cable.
- You can use the imageRUNNER 1025 in a network environment if the optional network board is installed.
- If you use the machine as a local printer, connect the machine directly to a computer using a USB cable. (See “USB Connection,” on p. 31.)

Set Up Network Connection

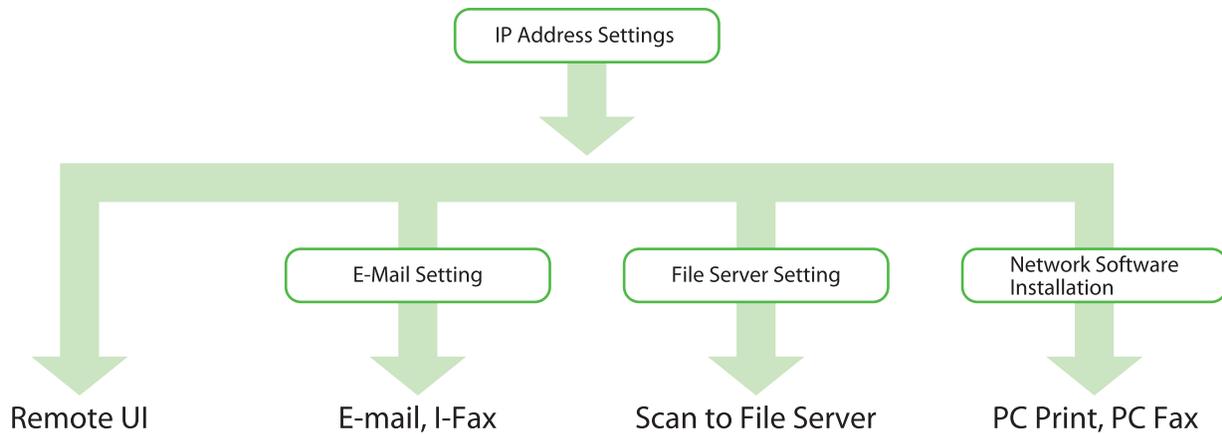
To use the machine by connecting to the network, you must set up the IP address.

An IP (Internet Protocol) address is an identification number assigned to each individual computer connected to the Internet.

To use the following functions, you must set up the IP address in advance.

- Remote UI: Access and change the machine settings from a web browser on the computer by using the Remote UI software.
- E-Mail: Send scanned documents attached to e-mail message through a network.
- Scan to File Server: Send a scanned document to a file server from the computer.
- I-Fax: Send a document to a machine that is compatible with I-fax.
- PC Print: Print documents on a computer.
- PC Fax: Fax a document on a computer.

The flow chart below indicates the settings needed for each function.



Specify the IP Address Settings

An IP address must be specified in order to enable communication between the machine and computer.

NOTE

- It is recommended that the network administrator perform the following procedures.
- Before performing the following procedure, make sure that the machine is turned ON and connected to a network.

Automatic Setting

By default, the IP address is assigned to the machine automatically by the DHCP server. Therefore, all you have to do when using DHCP is just to connect the network cable. After connecting the LAN cable, wait for 30 seconds until the machine obtains the IP address.

NOTE

This machine also supports automatic IP addresses using BOOTP and RARP protocols. If you use these protocols, follow the procedures on "Manual Setting" and select <ON> in step 6, and then select <ON> in <2.BOOTP> or <3.RARP>.

Check IP Address Setting

To confirm IP address settings, follow the procedure below.

What if...

● The display returns to the standby mode:

The machine may enter the standby mode (Auto Clear function) while you are setting it up. Make the setting again from the main menu.

● The display turned off:

The machine may enter the sleep mode while you are setting it up. Press  [Power] to turn the machine back ON and continue the setup.

1 Press  [Additional Functions].

2 Press [] or [] to select <9. SYSTEM SETTINGS>, then press [OK].

```
ADD . FUNCTIONS
9 . SYSTEM SETTINGS
```

3 Press [] or [] to select <5. NETWORK SETTINGS>, then press [OK].

```
SYSTEM SETTINGS
5 . NETWORK SETTINGS
```

4 Press [] or [] to select <6. VIEW IP ADDRESS>, then press [OK].

```
NETWORK SETTINGS
6 . VIEW IP ADDRESS
```

5 Press [] or [] to select <1. IP ADDRESS>, <2. SUBNET MASK>, or <3. GATEWAY ADDRESS>, then press [OK].

If the machine is communicating with the network properly, the IP address, subnet mask and gateway address are displayed.

If not, they are not displayed.

If the machine does not obtain the IP address 30 seconds after you connect the LAN cable, turn OFF the main power switch, and then turn it ON again and wait for another 90 seconds. If the machine still does not obtain an IP address, ask your network administrator.

NOTE

We recommend you to take note of the IP address you confirmed here. You will need the IP address when you use the Remote UI function. For details on the Remote UI function, see "Using the Remote UI" in the e-Manual.

6 Press  [Stop] to return to the standby mode.

Manual Setting

This is the setting for the static IP address. If the machine obtains IP address automatically in "Automatic Setting," on p. 22, skip this procedure.

What if...

- **The display returns to the standby mode:**

The machine may enter the standby mode (Auto Clear function) while you are setting it up. Make the setting again from the main menu.

- **The display turned off:**

The machine may enter the sleep mode while you are setting it up. Press  [Power] to turn the machine back ON and continue the setup.

1 Press  [Additional Functions].

2 Press [] or [] to select <9. SYSTEM SETTINGS>, then press [OK].

```
ADD . FUNCTIONS
 9 . SYSTEM SETTINGS
```

3 Press [] or [] to select <5. NETWORK SETTINGS>, then press [OK].

```
SYSTEM SETTINGS
 5 . NETWORK SETTINGS
```

4 Confirm that <1. TCP/IP SETTINGS> is displayed, then press [OK].

```
NETWORK SETTINGS
 1 . TCP / IP SETTINGS
```

5 Confirm that <1. IP ADDRESS AUTO.> is displayed, then press [OK].

```
TCP / IP SETTINGS
 1 . IP ADDRESS AUTO .
```

6 Press [] or [] to select <OFF>, then press [OK].

```
IP ADDRESS AUTO .
                                OFF
```

7 Confirm that <2. IP ADDRESS> is displayed, then press [OK].

```
TCP / IP SETTINGS
 2 . IP ADDRESS
```

8 Use  [numeric keys] to enter the IP address, then press [OK].

Ex.

```
IP ADDRESS
0 0 0 . 0 0 0 . 0 0 0 . 0 0 0
```

9 Confirm that <3. SUBNET MASK> is displayed, then press [OK].

```
TCP / IP SETTINGS
 3 . SUBNET MASK
```

10 Use  [numeric keys] to enter the subnet mask, then press [OK].

Ex.

```
SUBNET MASK
0 0 0 . 0 0 0 . 0 0 0 . 0 0 0
```

11 Confirm that <4. GATEWAY ADDRESS> is displayed, then press [OK].

```
TCP / IP SETTINGS
 4 . GETEWAY ADDRESS
```

12 Use  [numeric keys] to enter the gateway address number, then press [OK].

Ex.

```
GATEWAY ADDRESS
0 0 0 . 0 0 0 . 0 0 0 . 0 0 0
```

13 Turn the main power switch on the right side of the machine to "O" side, wait at least 10 seconds, and then press the main power switch to "I" side.

NOTE

- Change to the IP address, subnet mask, and gateway address settings will be effective after restarting the machine.
- If you send documents via e-mail and I-fax, specify the E-mail/I-fax settings. (See "Network Settings," in the e-Manual.)
- For instructions for confirming IP address settings, see "Check IP Address Setting," on p. 22.

5 Set Up Computers and Software

Types of Connection between a Computer and the Machine

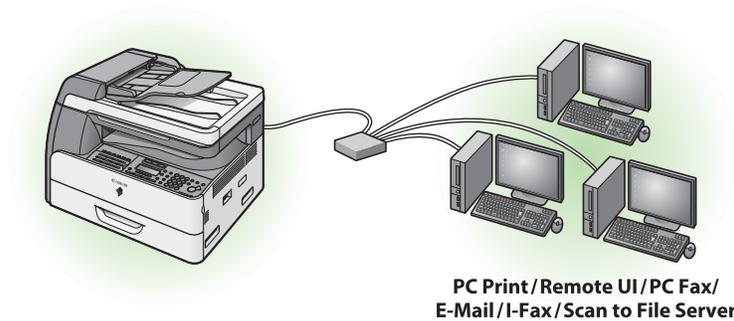
There are two ways to connect the machine with computers: USB connection and network connection.

Network Connection (For details about the set up, see p. 27.)

The following functions are available with network connection: PC Print, Remote UI, PC Fax, E-Mail/I-Fax, Scan to File Server.

For more information on how to use each function with network connection, refer to the following:

PC Print	→	"Print," in the e-Manual
Remote UI	→	"Settings from a PC," in the e-Manual
PC Fax	→	"Fax," in the e-Manual
E-Mail/I-Fax	→	"E-Mail"/"Fax," in the e-Manual
Scan to File Server	→	"Scan," in the e-Manual

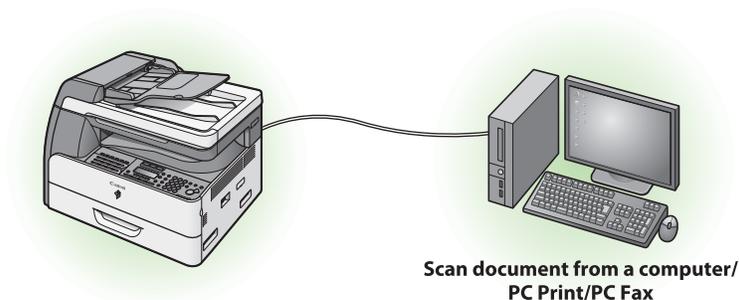


USB Connection (For details about the set up, see p. 31.)

The following functions are available with USB connection: Scan document from a computer, PC Print, PC Fax.

For more information on how to use each function with USB connection, refer to the following:

Scan document from a computer	→	"Scan," in the e-Manual
PC Print	→	"Print," in the e-Manual
PC Fax	→	"Fax," in the e-Manual



NOTE

- The scanner driver is available only through a USB connection.
- You can use the USB connection and network connection together.
- Do not connect the machine and the computer with a USB cable before installing the software.

System Requirements

Microsoft Windows 2000

CPU: Intel Pentium/133MHz or faster
Memory: 128MB or more

Microsoft Windows XP

CPU: Intel Pentium/Celeron series
300MHz or faster
Memory: 128MB or more

Microsoft Windows Server 2003*

CPU: Intel Pentium/Celeron series
133MHz or faster
Memory: 128MB or more

Microsoft Windows Vista

CPU: Intel Pentium 800MHz or faster
Memory: 512MB or more

Microsoft Windows Server 2008*

CPU: Minimum: Intel Itanium 2 processor/1 GHz (x86 processor), 1.4 GHz (x64 processor) or faster
Memory: 512 MB or more

* Network Only

About User Software CD-ROM

The User Software CD-ROM consists of the following Drivers and Software.

Drivers



UFRII LT Driver

Using the UFRII LT Driver, the data processing tasks conventionally executed within the printer are appropriately divided between the host computer and the printer to greatly reduce the overall printing time. The workload can be delegated to match the output data, thus realizing a significant increase in speed through optimization.



Fax Driver*

The Fax Driver is conceptually akin to a printer driver. A user selects [Print] from any Windows application software, selects the Canon Fax Driver as the printer, and specifies its destination(s) and options. The Fax Driver then converts this into an image that conforms to standard fax protocols, to be printed or stored on the recipient fax machine(s).



PCL Printer Driver**

This is Hewlett-Packard's PCL printer driver, which includes the PCL5c, PCL5e, and PCL6 drivers. The PCL5c printer driver is for color printers, while the PCL5e and PCL6 printer drivers are for black-and-white printers. PCL6 is an advanced version of PCL5e and offers superior printing quality and speed. This machine supports the PCL5e and PCL6 printer drivers.



Scanner Driver***

Scanner Driver enables computer to use the machine as scanner.



iR Toolbox***

iR Toolbox is a program that allows you to easily import images scanned with a scanner into an application, attach them to e-mail messages, save them to the computer, etc.

* Only for the imageRUNNER 1025iF.

** The PCL printer driver is optional.

*** Available only through a USB connection.

Bundled Programs



NetSpot Device Installer (NSDI)

The NetSpot Device Installer enables you to set up the machine for network operations.

When you start this program, click [Additional Software Programs] (See step 3 of “Installation Procedure” in “Network Connection,”) then follow the instructions that appear on the screen. For details, see the Readme file and online help for this program.



NOTE

The NetSpot Device Installer is not supported on Windows 64-bit version.

Canon Font Manager*

Font Manager is a comprehensive program that helps you manage your fonts in Microsoft Windows.

PCL_Barcode*

30 barcode scalable fonts are included.

- * Comes with the PCL printer driver. For the installation procedure, refer to the following.
- To install Canon Font Manager, double-click the CD-ROM icon, then click [Canonfm] → [Setup.exe].
 - To use PCL Barcode, copy the scalable fonts into the [Fonts] directory. The [Fonts] directory is located in the [WINDOWS (WINNT)] folder in the local disk. You can also find the directory on the Control Panel of the Windows.

Network Connection

Before Installation

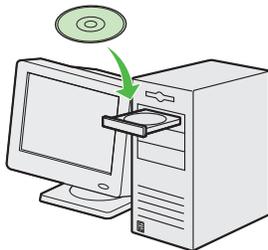
- The following procedures are explained using sample screens from Windows XP Professional. In the following procedures, the imageRUNNER 1025iF is used as an example.
- Log on as an Administrator to install the software.
- Click on the circled button on each screen to proceed to the next step.
- Make sure the machine is turned ON.
(See “Connect the Power Cord and Turn ON the Machine,” on p. 11.)
- Make sure the network cable is connected to the machine.
(See “Connect the LAN Cable” on p. 20.)
- Make sure an IP address is assigned to the machine.
(See “Set Up Network Connection,” on p. 21.)

Installation Procedure

1

Connect the machine to the network correctly, and confirm that the power is ON.

2



Insert the User Software CD-ROM.

3



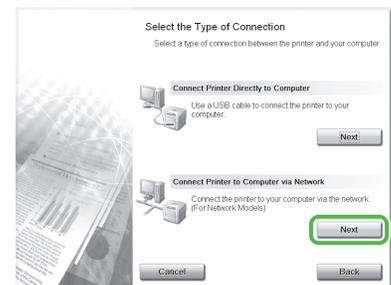
If the CD-ROM Setup screen is not displayed, click [start] on the Windows task bar → [My Computer].

Windows Vista/Server 2008: click [Start] on the Windows task bar → [Computer].

Windows 2000/Server 2003: double-click [My Computer] on the Windows desktop.

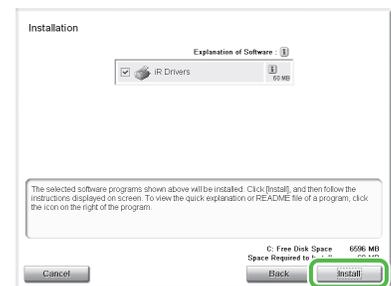
Double-click the CD-ROM icon, then double-click [MInst] ([MInst.exe]).

4

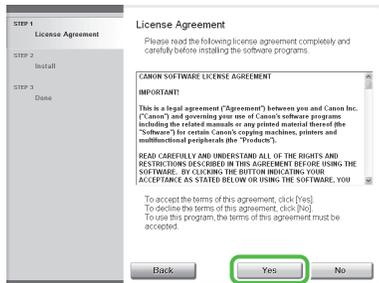


If installing the software on a computer running Windows Server 2003/Server 2008, the display in this step does not appear.

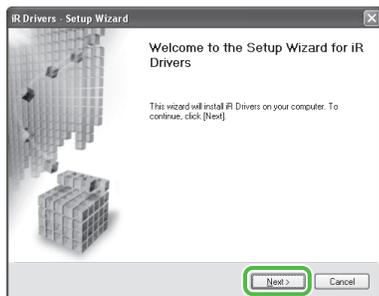
5



6

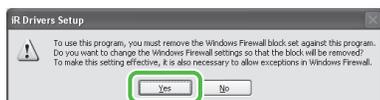


7

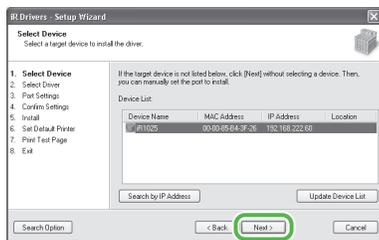


NOTE

If the Windows firewall is applied to the operating system, the dialog box below may appear. Click [Yes] and continue the installation.

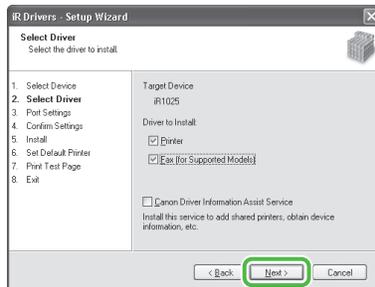


8



- ① Select your machine on the list. Make sure that the machine name is highlighted.
- ② Click [Next>].

9



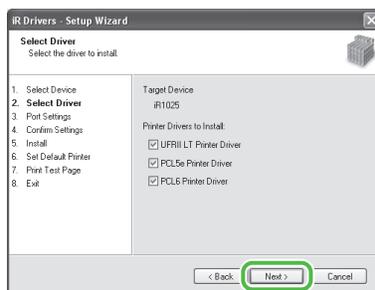
Select [Printer] and [FAX], if you use imageRUNNER 1025iF.
Select only [Printer], if you use imageRUNNER 1025 or 1025N.

NOTE

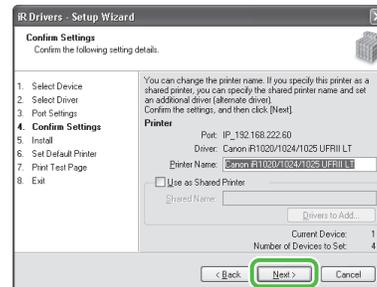
In any of the following conditions, select [Canon Driver Information Assist Service] to install the DIAS service.

1. If you want to get device information via a print server as a shared network printer
2. When your computer is connected to a local printer by USB cable or Centronics cable
3. If you want to get device information in the Auto Create Printer environment, using Terminal Service

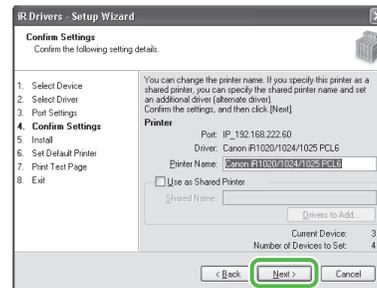
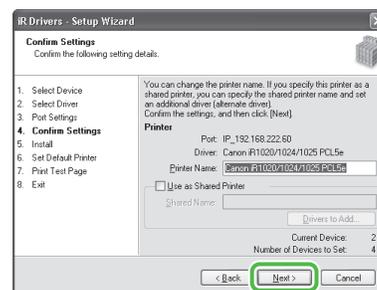
If you use the optional PCL Printer Kit, the screen below is displayed. Confirm that the required drivers are selected and click [next].



10



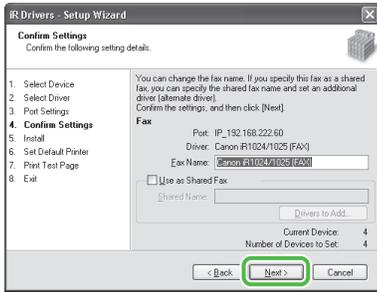
Repeat this step for each driver that you have selected.
For the PCL printer users, the screens below are displayed.



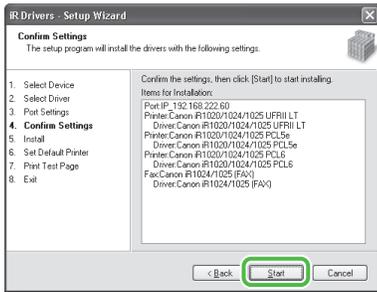
NOTE

To share the printer with Windows 2000/XP/Server 2003/Vista/Server 2008, select [Use as Shared Printer]. If necessary, you can change the name of shared printer. If you want to set the operating system on which driver will run, click [Driver to add] to install an alternate driver so that a client computer can install the driver via a network.

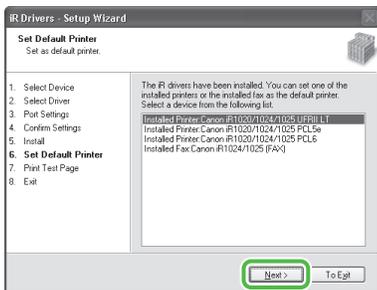
11



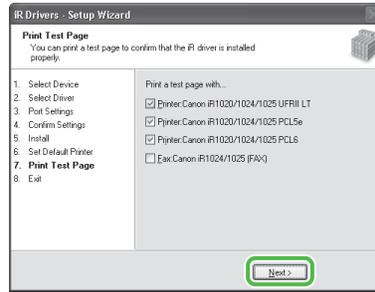
12



13



14

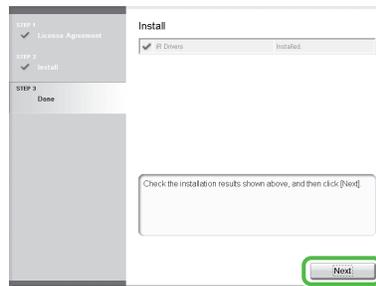


A printer test page is printed out from the machine.

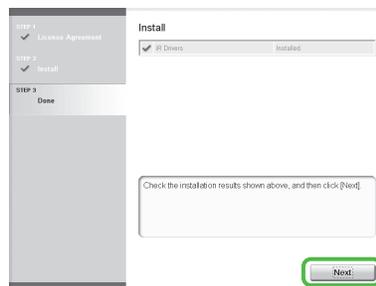
NOTE

If you select the [Fax:Canon iR1024/1025 (FAX)], [Fax Sending Settings] screen appears. Specify the necessary information such as name, telephone number, etc then send the test page. If you want to cancel the operation, press [Cancel] on this screen.

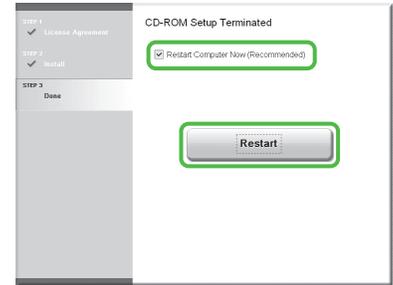
15



16

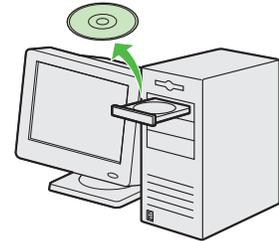


17



After checking the [Restart Computer Now (recommended)] box, you can restart your computer by clicking [Restart].

18



Remove the User Software CD-ROM. Installation is complete.

NOTE

If you have several computers that you want to connect to the machine through a network, repeat the procedure from step 1 for each computer.

Check Installation

Verify that the driver has been installed successfully and that the machine has been set as the default printer.



NOTE

If the name of your machine is selected on the [Printer] screen from an application, it is set as the default printer.

1 Open the [Printers and Faxes] folder (for Windows 2000: The [Printers] dialog box).

Windows XP/Server 2003: From the Windows task bar, click [start] → select [Printers and Faxes].

Windows Server 2008: From the Windows task bar, click [Start] → select [Control Panel] → double-click [Printers].

Windows Vista: From the Windows task bar, click [Start] → select [Control Panel] → [Hardware and Sound] → double-click [Printers].

Windows 2000: From the Windows task bar, click [Start] → [Settings] → [Control Panel] → double-click [Printers].

Make sure the corresponding printer driver icon is displayed.

2 Set your machine as the default printer.

Right-click the printer icon for this machine. Select [Set as Default Printer] from the [File] menu.

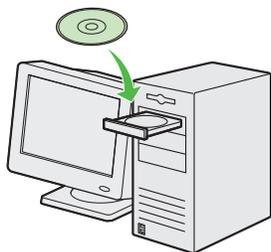
USB Connection

Before Installation

- Do not connect the USB cable before installing the software. If you connect the USB cable before installing the software and the Found New Hardware Wizard screen appears, click [Cancel].
- The following procedures are explained using sample screens from Windows XP Professional.
- Log on as an Administrator to install the software.
- Make sure the machine is turned ON before connecting the USB cable.
- Click on the circled button on each screen to proceed to the next step.
- A USB cable is not included with the machine.

Installation Procedure

1



Insert the User Software CD-ROM.

2

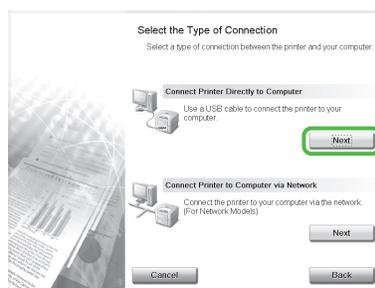


If the CD-ROM Setup screen is not displayed, click [start] on the Windows task bar → [My Computer].

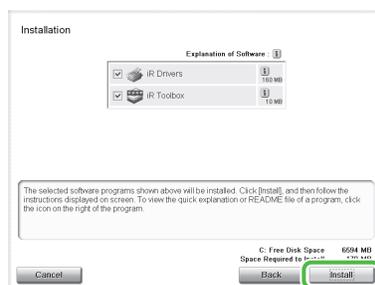
Windows Vista: Click [Start] on the Windows task bar → [Computer].
Windows 2000: double-click [My Computer] on the Windows desktop.

Double-click the CD-ROM icon, then double-click [MInst] ([MInst.exe]).

3



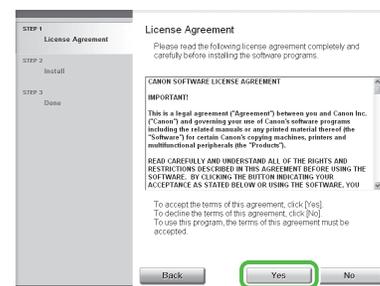
4



NOTE

If the disk space is insufficient to install the software, an error message is displayed. Free the disk space, and then try again.

5



6



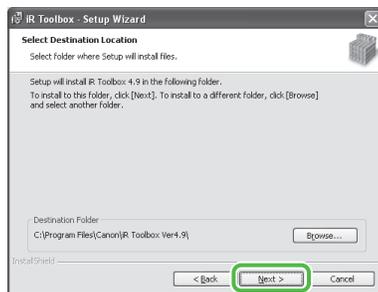
7



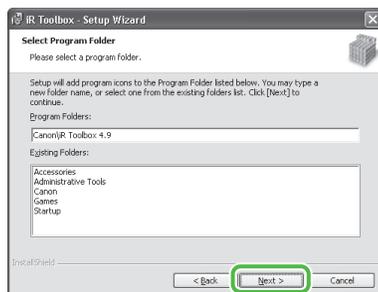
8



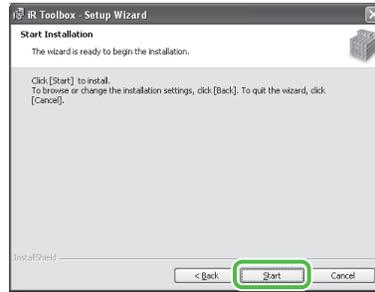
9



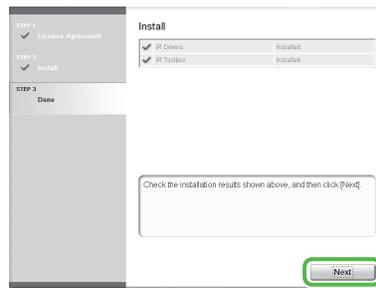
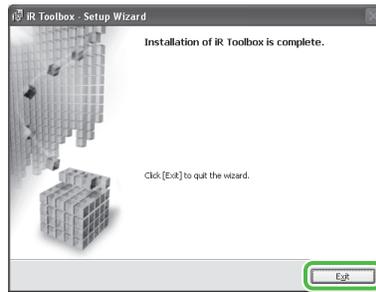
10



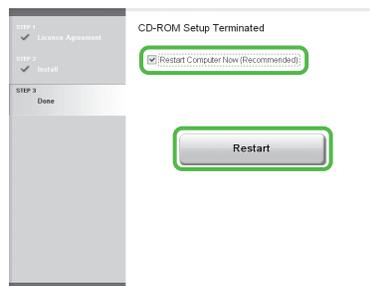
11



12

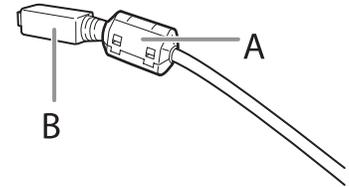


13



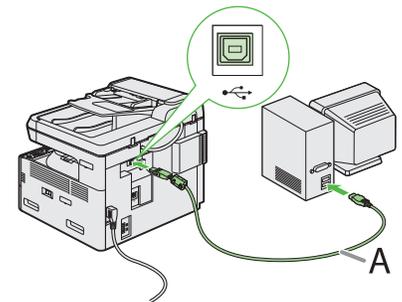
After checking the [Restart Computer Now (recommended)] box, you can restart your computer by clicking [Restart].

14



Attach the ferrite core (A) as close as possible to the B-type side (square) of the USB cable (B). (imageRUNNER 1025N/1025iF Only)

15

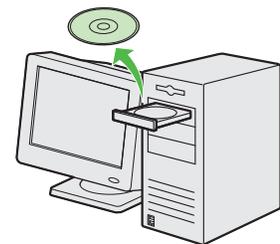


Connect the machine and your computer with a USB cable (A).

NOTE

- A USB cable is not included.
- If the Found New Hardware Wizard appears, click [Cancel] and continue the installation.

16



Remove the User Software CD-ROM. Installation is complete.

Check Installation

Verify that the driver has been installed successfully and that the machine has been set as the default printer.

**NOTE**

If the name of your machine is selected on the [Printer] screen from an application, it is set as the default printer.

- 1** Open the [Printers and Faxes] folder (Windows 2000: The [Printers] dialog box).
Windows XP: From the Windows task bar, click [start] → select [Printers and Faxes].
Windows Vista: From the Windows task bar, click [Start] → select [Control Panel] → [Hardware and Sound] → double-click [Printers].
Windows 2000: From the Windows task bar, click [Start] → [Settings] → [Printers].

Make sure the corresponding printer driver icon is displayed.
- 2** Set your machine as the default printer.
Right-click the printer icon for this machine. Click [Set as Default Printer] from the [File] menu.
- 3** Open the [Scanners and Cameras] folder (Windows 2000: The [Scanners and Cameras Properties] dialog box).
Windows XP: From the Windows task bar, click [start] → select [Control Panel] → [Printers and Other Hardware] → [Scanners and Cameras].
Windows Vista: From the Windows task bar, click [Start] → select [Control Panel] → [Hardware and Sound] → double-click [Scanners and Cameras].
Windows 2000: From the Windows task bar, click [Start] → [Settings] → [Control Panel] → double-click [Scanners and Cameras].

Make sure the corresponding scanner driver icon is displayed.
- 4** Check if there is the [Canon iR Toolbox 4.9] icon on the Windows desktop.
If the [Canon iR Toolbox 4.9] icon is displayed on the Windows desktop, installation of the iR Toolbox 4.9 has been successful.

6 Appendix

User Manual CD-ROM (e-Manual)

The User Manual CD-ROM (e-Manual) is a software that enables you to select and view the HTML Manuals included on the CD-ROM via your computer screen. The manual describes all of the functions and troubleshooting for the machine. Follow the instructions below to use the User Manual CD-ROM (e-Manual).

System Requirements

The User Manual CD-ROM (e-Manual) can be used in the following system environments.

- Target Operating System

Windows: 2000 SP4, XP, Vista (Internet Explorer 6.0 is required if you are using Windows 2000 SP4.)

Mac: OS X 4.x

- Target Browser

Windows: Internet Explorer 6.0, 7.0

Mac: Safari 2.0x

- Flash Player

Flash Player 8.0 or later



NOTE

- The memory and CPU required to run each operating system are also required.
- A display resolution of 1024 x 768 pixels or higher is required.
- The User Manual CD-ROM (e-Manual) may not operate correctly if Flash Player is not installed or a version of Flash Player earlier than Flash Player 8.0 is installed in your computer.

Using the User Manual CD-ROM (e-Manual)

When using the e-Manual with Windows, follow the steps below.

● Install the e-Manual on your computer.

1. Insert the User Manual CD-ROM on your computer.
2. Select the language.
3. Click [Install] button.
4. The installation starts automatically.
5. When the installation finished, press [OK].
6. To display the e-Manual, double-click the short cut icon [imageRUNNER1025_Manual_us] on the desktop.

● Display the e-Manual directly from the CD-ROM.

1. Insert the User Manual CD-ROM on your computer.
2. Select the language.
3. To display the e-Manual, click [Display manual].

● When using the e-Manual with Macintosh, follow the steps below.

1. Insert the User Manual CD-ROM in your computer.
2. Drag-and-drop the [imageRUNNER1025_Manual_us] folder into the location you want to save it.
3. Open the [imageRUNNER1025_Manual_us] folder.
4. Double click index.html, and the e-Manual is displayed.

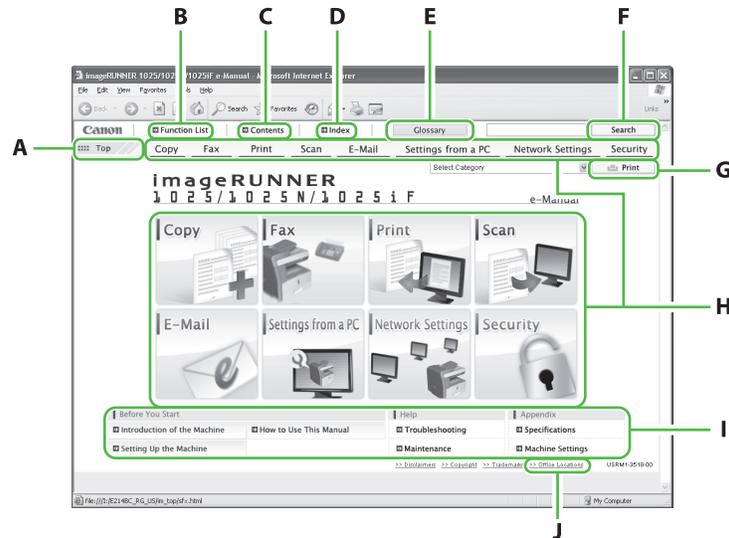
 **NOTE**

- If you want to create a desktop shortcut, select the check box during installation of the e-Manual.
- If the menu is not displayed automatically after you insert the CD-ROM, click [Start] on the Windows task bar → [My Computer]. (Windows Vista: click [Start] on the Windows task bar → [Computer]. Windows 2000: double-click [My Computer] on the Windows desktop.) Open the User Manual CD-ROM icon, then double-click start.exe.
- Depending on the operating system you are using, a security protection message may be displayed. In this case, allow the contents to be displayed.

When you start the e-Manual, the screen below is displayed.

CAUTION

If you are using a browser such as Internet Explorer for Windows XP, ActiveX blocks pop-ups in the background. If the e-Manual is not displayed properly, look for an information bar at the top of the page and click the information bar.



A [Top]

Click to return to the top page.

B [Function List]

Click to display the topic pages for function categories.

C [Contents]

Click to display the topic pages for Contents.

D [Index]

Click to display the topic pages for Index.

E [Glossary]

Click to display the glossary in a separate window.

F [Search]

Click to display a list of the topic page titles that include the phrase you enter. Click a title to display the corresponding topic page.

G [Print]

Click to print all categories or a single category.

H Function Categories

Select a function category to display a list of image icons for the topics corresponding to that function. Click an image icon or [Display Function List] to display the topic pages for the function category.

I Appendix Categories

Select an appendix category to display the topic pages not related to functions, such as the maintenance and troubleshooting topics.

J [Office Locations]

Click to display Canon contact details in a separate window.

NOTE

- When performing a search, make sure to enter a phrase that will match a keyword. Depending on the phrase you enter, the correct search results may not be displayed.
- Topic pages can be printed by page or by category.
- The background color and images of the Topic Page may not be printed, depending on the web browser settings.

Contacting Service Center

If you have a problem with your machine and you cannot solve it even if you refer to the manuals or online help, please contact your local authorized Canon dealer from whom you purchased the equipment (if under warranty), or with whom you have a servicing contact. If you are not sure who to contact, and have both purchased and are using the equipment in the U.S.A., please refer to the "SUPPORT" page on Canon USA's Web site (<http://www.usa.canon.com>).

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