Canon

Starter Guide

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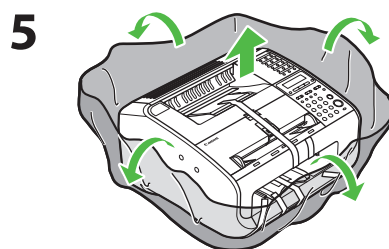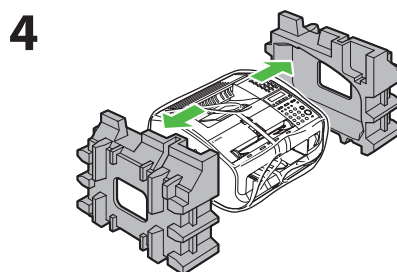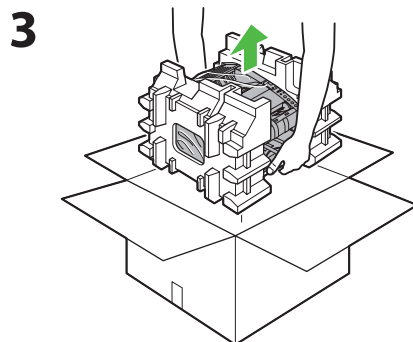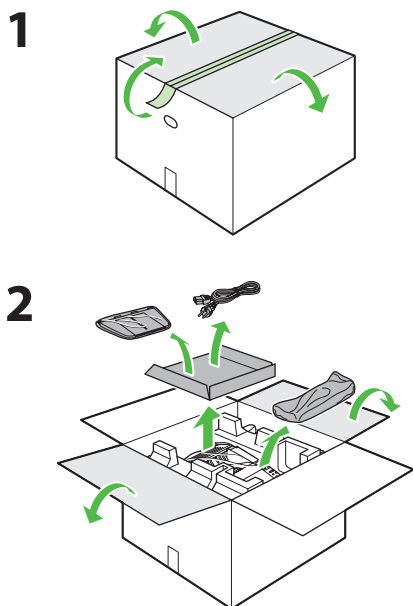
Unpacking the Machine

Remove all shipping tape and packing material from the machine.

1

2

3

4

5

6

7
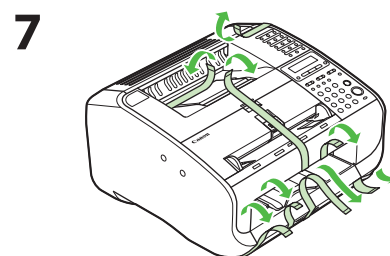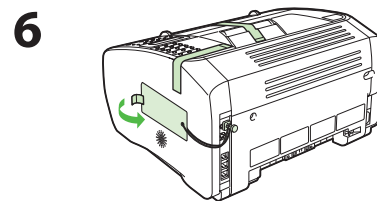
> ✎ **NOTE**
>
> Always hold the bottom when you lift the machine and lift it carefully, as shown in the illustration below.
>
>
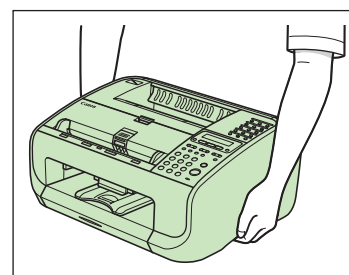
Unless otherwise mentioned, illustrations used in this manual are those taken when no optional equipment is attached to the FAX-L160.

The model FAX-L160 is used for illustration purposes in this manual.

When there is any difference between FAX-L160 and FAX-L140, it is clearly indicated in the text, e.g., "FAX-L160 Only".

Contents

What You Can Do with the Machine

You can use the following functions with FAX-L160/L140.
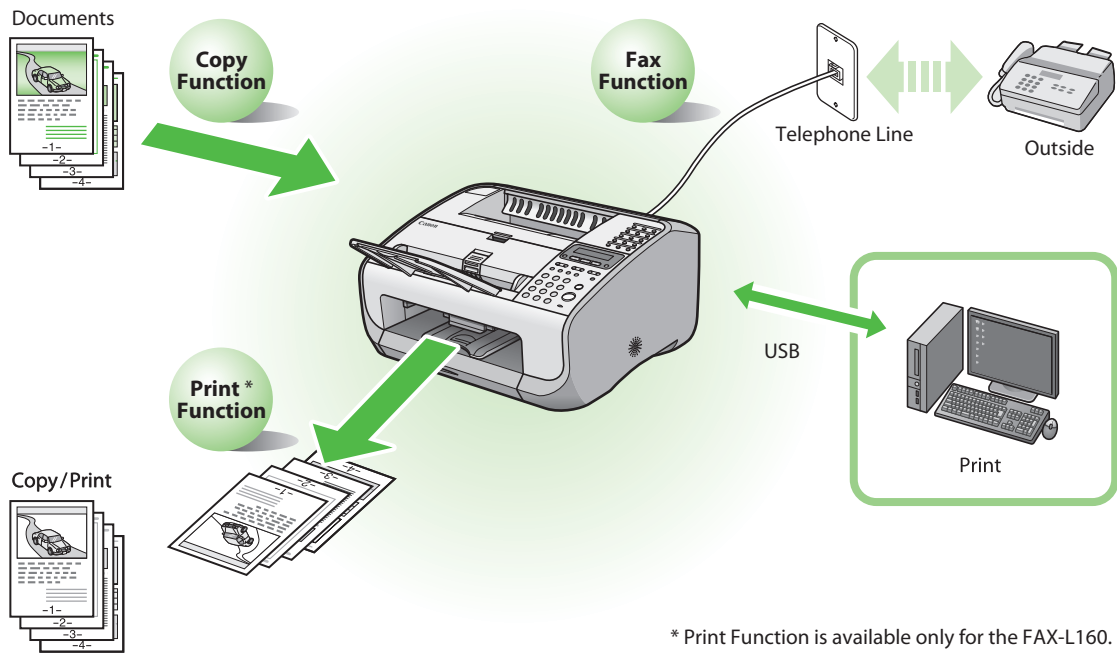
Documents

Copy Function

Fax Function

Telephone Line   Outside

USB

Print

Print * Function

Copy / Print

* Print Function is available only for the FAX-L160.

Find Your Purpose on the Machine

For using each function (FAX, COPY, PRINTER), follow the settings in the flowchart below.
For example, when you use copy function only, follow "Necessary Settings". When you use both copy and fax functions, follow "Necessary Settings" and "Fax Settings".

FAX-L160/L140

Unpacking the Machine

STARTING UP THE MACHINE SETUP
(COPY, FAX, PRINTER)

Necessary Settings

Install Toner Cartridge	p. 5
Load Paper	p. 7
Connect the Power Cord	p. 9
Set the Date and Time	p. 10

Fax Settings

Connect Telephone Cables	p. 11
Register Sender Information	p. 15
Set the Receive Mode	p. 16

Settings with Computer*

USB Connection

Install Software	p. 19
Connect USB Cable	p. 20

COPY   FAX   PRINTER

* FAX-L160 Only

Depending on the country of purchase, some default values may vary and some settings may not be available.

Set Up the Machine

Do You Have Everything?
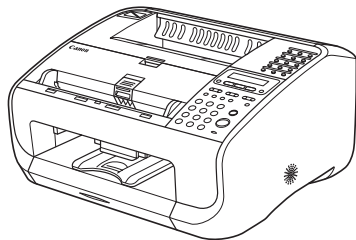
● Machine
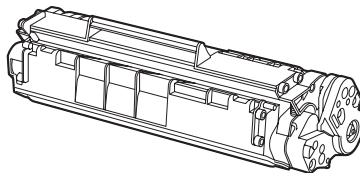
● Toner Cartridge
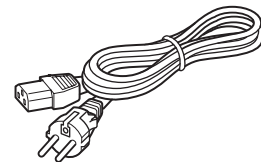
● Power Cord
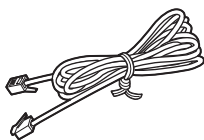
● Telephone Cable
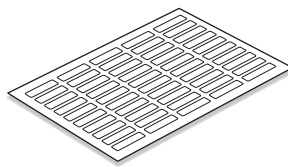
● Destination Labels
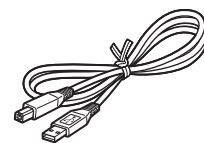
● USB Cable (FAX-L160 Only)
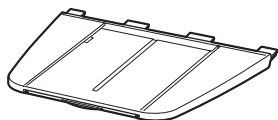
● Starter Guide (This Document)
● Reference Guide
● User Software CD (FAX-L160 Only)

● Document Feeder Tray

Optional Components
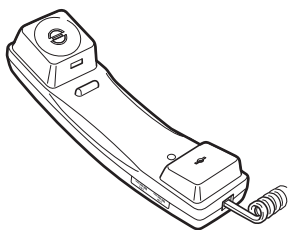
● Handset
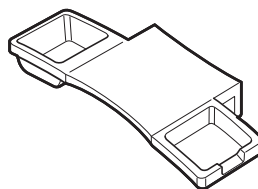
● Handset Cradle
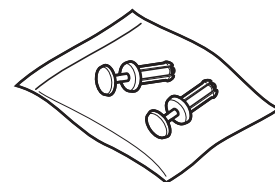
● Plugs with Pins

Manuals for the Machine
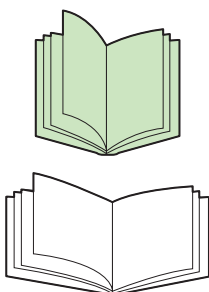
● Starter Guide (This Document): Machine set-up and software installation

● Reference Guide: Total operation features

Install Toner Cartridge

1 Remove the toner cartridge from the bag.
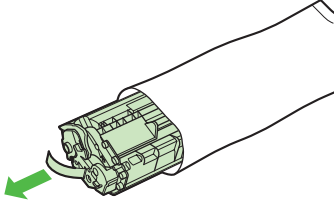
⚠ **CAUTION**

Do not open the drum protective shutter (A).

A
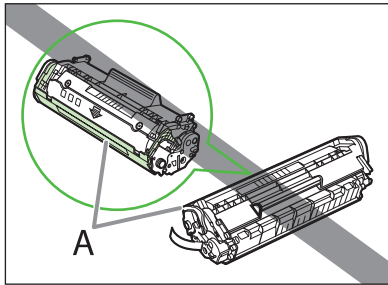
2 Gently rock the toner cartridge several times to evenly distribute the toner inside.
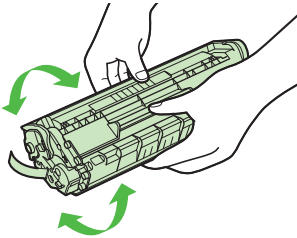
3 Place the toner cartridge on a flat surface and pull the seal completely out.
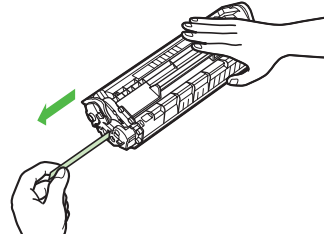
✎ **NOTE**

Do not pull the seal out at an angle.

⚠ **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.
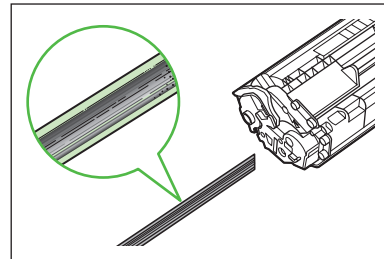
4 Open the toner cover by the notch (A).
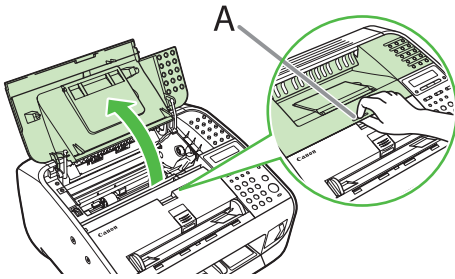
5 Hold the toner cartridge by its handle (A).
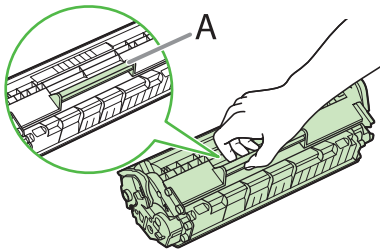
6 The arrow (B) on the toner cartridge should be facing away from you and pointing down.
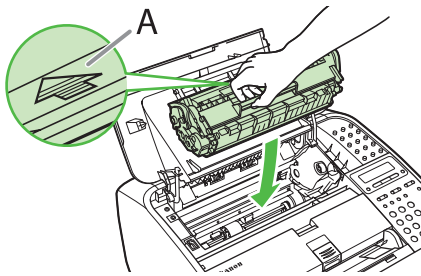
7 Insert the toner cartridge so that the guide (A) on the left side of the toner cartridge fits into the groove inside the machine and slide it down parallel to the guide.
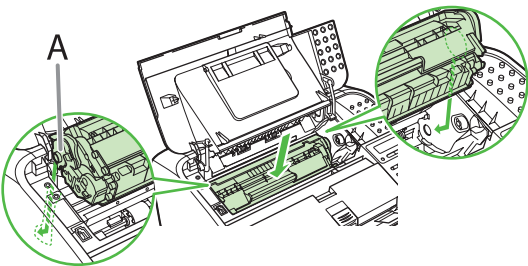
8 Push the toner cartridge to make sure it is properly set in the machine.
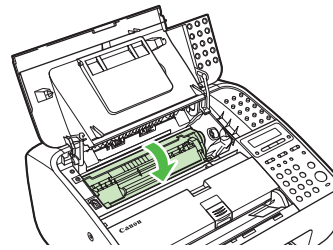
9 Close the toner cover.
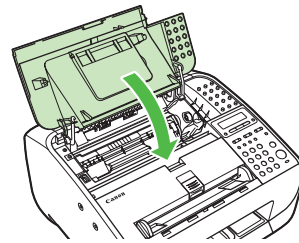
> ⚠ **CAUTION**
> Be careful not to get your fingers caught.

10 Open the paper delivery tray (A) and the extension (B).
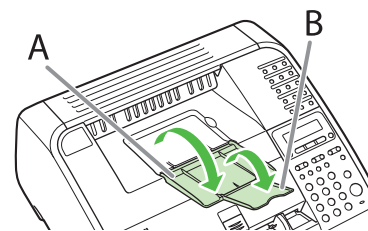
Load Paper

1 Lift the paper stack cover and pull it out completely.
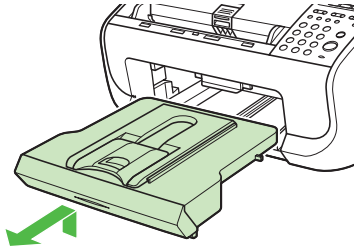
> **NOTE**
>
> Make sure the back end of the cover does not catch the front paper guide.

2 Pinch and slide the side paper guides to the size of paper.
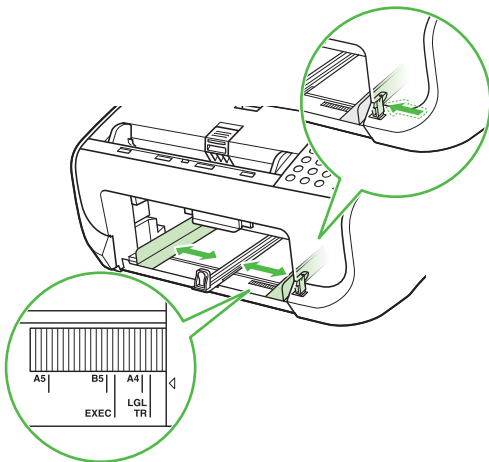
3 Pull out the paper guide rail as far as it will go.
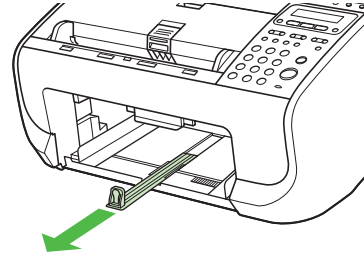
4 Fan the paper stack and even the edges.
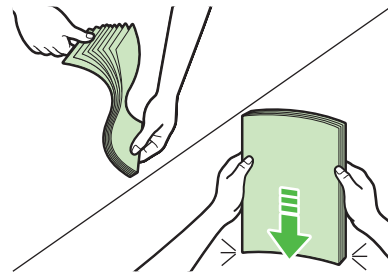
5 Insert the paper stack print side up.
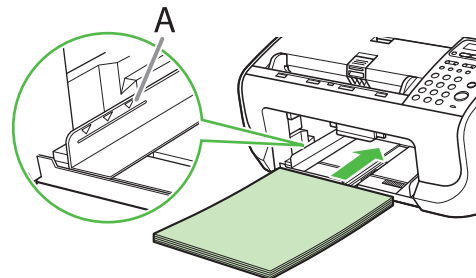
> **NOTE**
>
> Make sure the stack height does not exceed the limit mark (A).

6 Push back the paper guide rail to the front edge of paper.
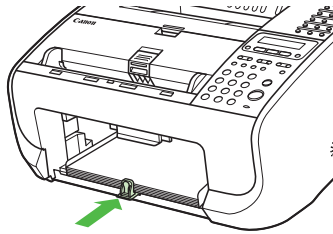
> **NOTE**
> – If loading paper shorter than A4, pinch and slide the front paper guide (A) to match the paper size.
> – If loading paper other than A4, make sure to set the correct paper size in the machine. (See Chapter 2, "Document and Paper," in the Reference Guide.)
>
>
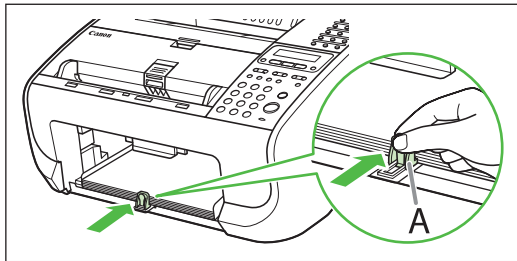
7 Insert the paper stack cover.
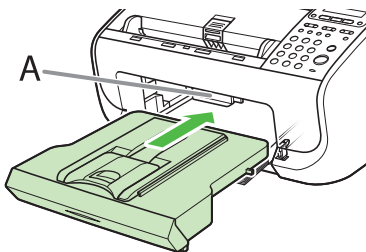
> **NOTE**
> Make sure the back end of the cover does not catch and lower the scanning platform (A).

8 Pull out the document delivery tray (A) and the extension (B).
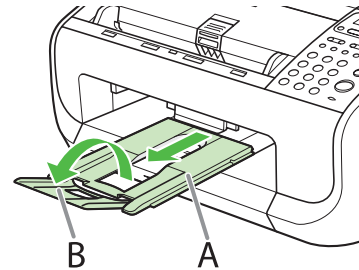
> **CAUTION**
> Do not open or close the document delivery tray extension without extending the document delivery tray first.

9 Attach the document feeder tray.
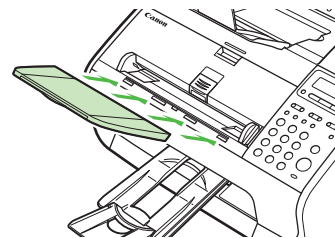
> **NOTE**
> If the document you load falls down from the document feeder, extend the document feeder tray extension.
>
>
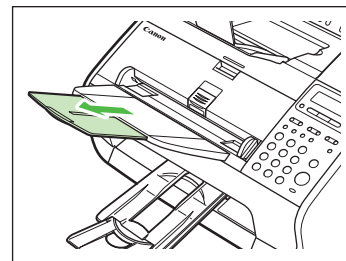
Connect the Power Cord

1 Connect the power cord into the rear socket on the back side of the machine and the wall outlet.
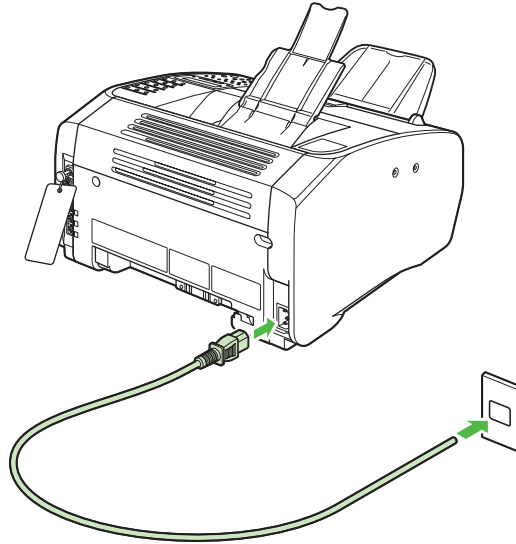
2 The machine enters the standby mode.

Ex.

```
30/06 2007 SAT 15:50
FaxOnly        STANDARD
```

What if...

● **The LCD display is turned off:**
The machine may enter the sleep mode while you are setting up the machine. Press [Energy Saver] to turn the machine back on and continue the setup.

● **<CLOSE COVER/TONER COVER> is displayed:**
Make sure that the toner cover and scanning platform are closed properly. (See "Install Toner Cartridge," on p. 5.)

● **<SET PAPER AGAIN/SET TONER AGAIN> is displayed:**
Check the installation of the toner cartridge and the placement of the paper. (See "Install Toner Cartridge," on p. 5 and "Load Paper," on p. 7.)

⚠ **WARNING**

This product emits low level magnetic flux. If you use a cardiac pacemaker and feel abnormalities, please move away from this product and consult your doctor.

📝 **NOTE**

– If you loaded paper other than A4, make sure to set the correct paper size in the machine. (See Chapter 2, "Document and Paper," in the Reference Guide.)
– Any data stored in the memory, including received fax documents, will be deleted if you unplug the power cord from the machine.
– During electrical storms, disconnect the power cord from the power outlet. (Please note that received documents stored in the machine's memory may be lost when you unplug the machine.)
– Whenever you unplug the machine, wait at least five seconds before you plug it in again.
– Do not plug the machine into an uninterruptible power supply (UPS).

Set the Date and Time

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

```
FAX-L160
```
[OK]

[Left/Right]

[Menu]

[Clear]

[Stop/Reset]

Numeric
Buttons

[✳]
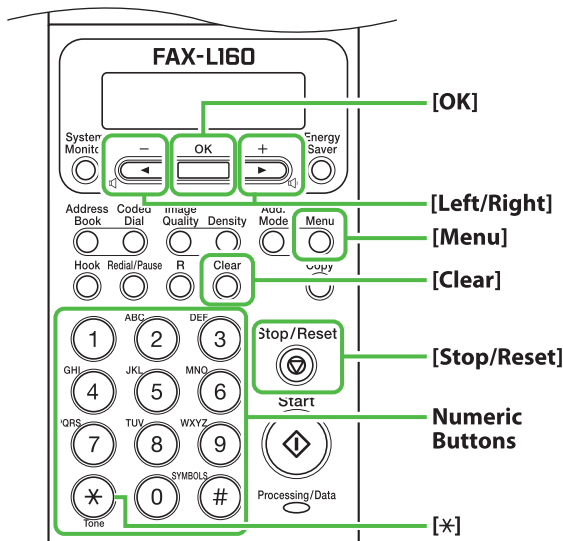
● Entering Information
– Numeric keys: Enters numbers.
– [◄ ▬] or [▬ ►]: Moves the cursor position.
– [OK]: Confirms the entry.

---

1 Press [Menu].

2 Press [◄ ▬] or [▬ ►] to select <8 TIMER SETTINGS>, then press [OK].

3 Press [◄ ▬] or [▬ ►] to select <1 DATE&TIME SETTING>, then press [OK].

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

Ex.
```
DATE&TIME SETTING
15:50      31 12 '07
```

> **NOTE**
>
> If you accidently enter an incorrect number, press [◄ ▬] or [▬ ►] to move the cursor to the number that needs correcting and overwrite it.

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

> **NOTE**
>
> – You can select one of the following three date formats in <2 DATE TYPE SELECT>.
> – <DD/MM YYYY>
> – <YYYY MM/DD>
> – <MM/DD/YYYY>
> – By default, <4 DAYLIGHT SV.TIME> in the <8 TIMER SETTINGS> menu is set to <ON>.
>   If you want to set <4 DAYLIGHT SV.TIME> in the <8 TIMER SETTINGS> menu to <OFF>, see Chapter 1, "Before Using the Machine," in the Reference Guide

What if...

● **The LCD display is turned off:**
The machine may enter the sleep mode while you are setting up the machine. Press [Energy Saver] to turn the machine back on and continue the setup.

Before FAX Setting

Connect Telephone Cables

● Connect the supplied telephone cable to the telephone line jack (A) on the back side of the machine and the wall jack.

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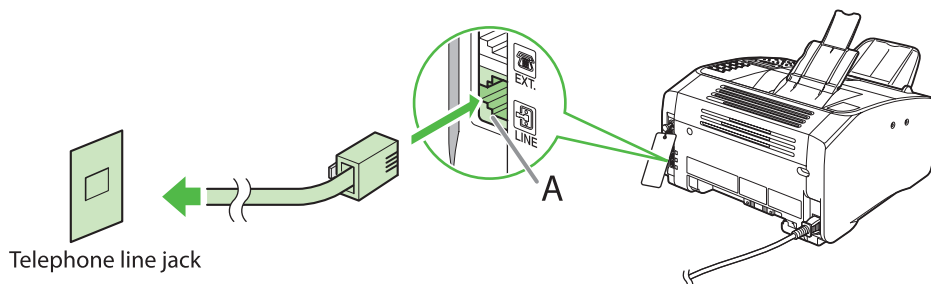
● If you want to connect your own external telephone or telephone with built-in answering machine, connect it to external device jack (B) on the back side of machine.

Your own telephone

Telephone line jack
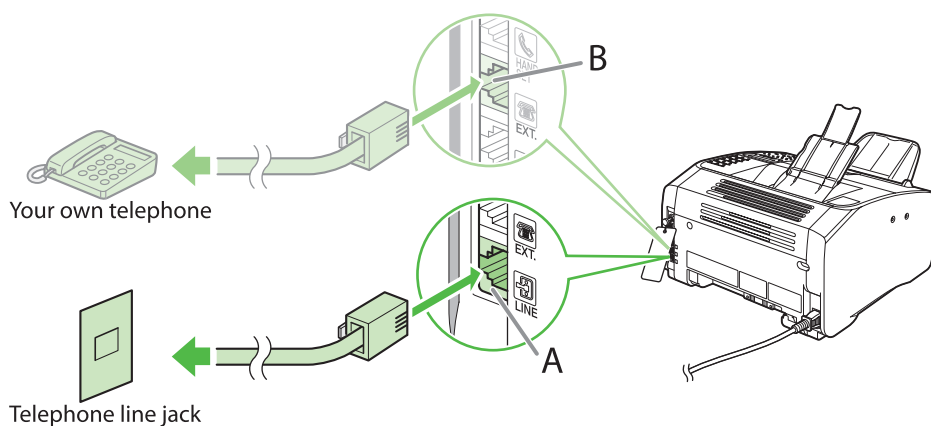
● If you have the optional handset, connect the cable to the handset jack (C) on the back side of the machine.

Optional handset

Telephone line jack
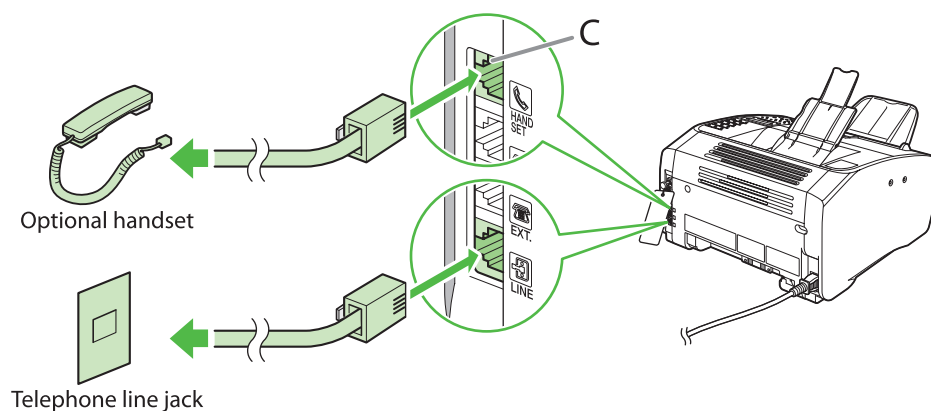
NOTE

External telephone and handset are both available to connect together.

Install Optional Handset

1
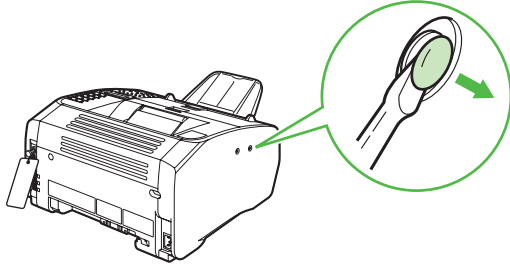
Use a screwdriver to remove the covers on the left side of the machine.

2
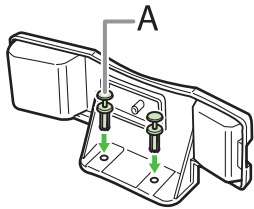
Insert the plugs with pins (A) into the holes on the handset cradle.

> **NOTE**
>
> Do not insert the pins all the way into the plugs at this point.

3
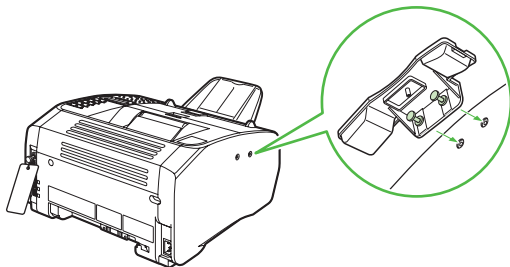
Insert the plugs (with the cradle) into the holes on the machine.

4
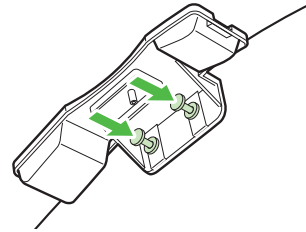
Carefully push the pins into the plugs as far as they will go.

5
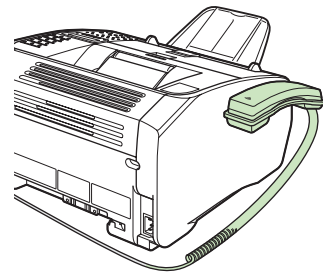
Place the handset on the cradle.

6
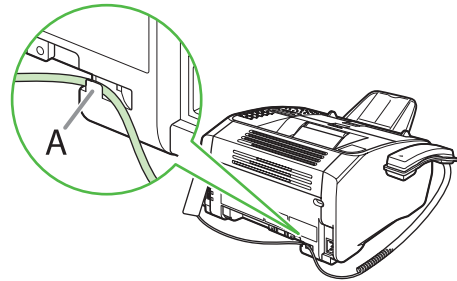
Hook the handset cable on the retainer (A) at the back of the machine to retain the slack.

> **NOTE**
>
> If using the optional handset or an external telephone, make sure to set the fax receive mode to <FaxTel> or <MANUAL>. For how to set the receive mode, see "Set the Receive Mode," on p. 16.

If Necessary to Use Pulse Dialing

By default, telephone line type on the machine is set to <TOUCH TONE>. When you use tone dialing, skip the following procedure.

When you use pulse dialing, follow the procedure below and change the telephone line type setting to <ROTARY PULSE> on the machine.

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

1 Press [Menu].

2 Press [◄ ─] or [✛ ►] to select <5 FAX SETTINGS>, then press [OK].

3 Press [◄ ─] or [✛ ►] to select <2 USER SETTINGS>, then press [OK].

4 Press [◄ ─] or [✛ ►] to select <4 TEL LINE TYPE>, then press [OK].

5 Press [◄ ─] or [✛ ►] to select the telephone type, then press [OK].

    <TOUCH TONE>:   Tone dialing (Default)
    <ROTARY PULSE>: Pulse dialing

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

Set the Machine for Sending Faxes

Entering Information

Use the following keys to enter information in the machine.

- **[OK]**
- **[Left/Right]**
- **[Clear]**
- **Numeric Buttons**
- **[✱]**
- **[#]**
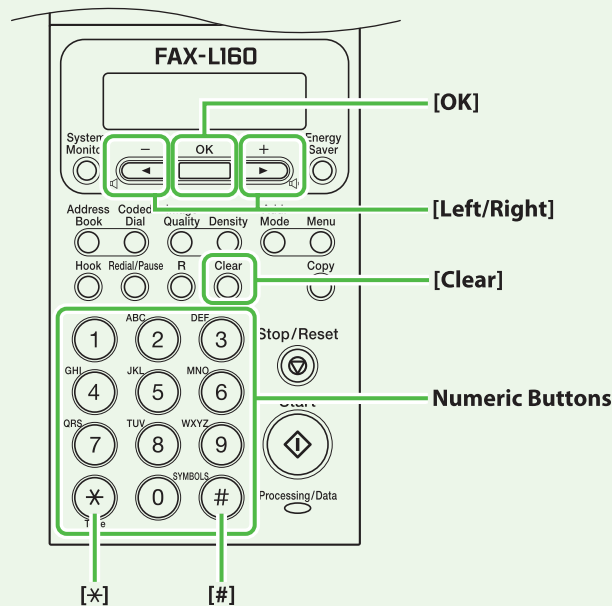
You can enter the following characters in each input mode:

✱	↱[A]	[1]
①		1
②	A B C a b c Ä ä Å å Æ æ à Ç ç	2
③	D E F d e f É é è	3
④	G H I g h i ì í î	4
⑤	J K L j k l	5
⑥	M N O m n o Ñ ñ Ö ö Ø ø ò	6
⑦	P Q R S p q r s β	7
⑧	T U V t u v Ü ü ù ú	8
⑨	W X Y Z w x y z	9
⓪	0	
#	(space) – . ✱ # ! " , ; : ^ ` _ = / | ' ? $ @ % & + ( ) [ ] { } < >	#

- Use the numeric keys to enter characters.
  Press the numeric key 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. Hold [Clear] to delete the entire entry.

Register Sender Information

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

Guidelines for Entering Information

The sender information you register in the machine appears in the header of each page received by your recipient.
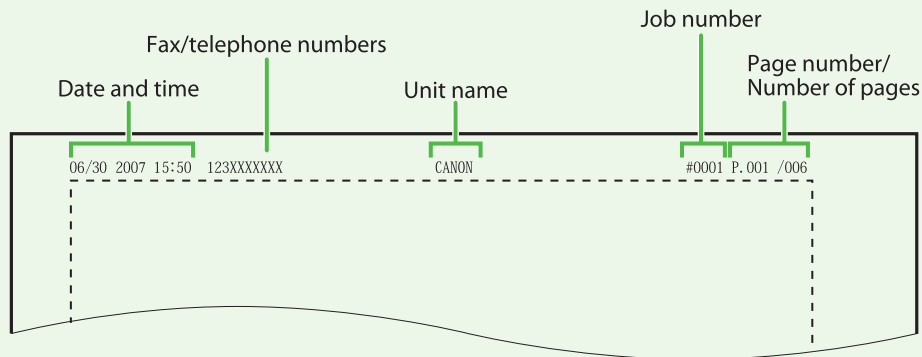
Date and time   Fax/telephone numbers   Unit name   Job number   Page number/Number of pages

06/30 2007 15:50   123XXXXXXX   CANON   #0001 P.001 /006

1 Press [Menu].

2 Press [◀ ─] or [+ ▶] to select <5 FAX SETTINGS>, then press [OK].

3 Press [◀ ─] or [+ ▶] to select <2 USER SETTINGS>, then press [OK].

4 Press [◀ ─] or [+ ▶] to select <1 UNIT TELEPHONE #>, then press [OK].

5 Use the numeric keys to enter your fax number (up to 20 digits including spaces), then press [OK]. (For information on how to enter characters, see p. 14.)

Ex.
```
UNIT  TELEPHONE  #
123XXXXXXX
```

📝 **NOTE**

You can enter a space, -, and + by pressing [#] key in <1 UNIT TELEPHONE #>.

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

7 Press [◀ ─] or [+ ▶] to select <2 UNIT NAME>, then press [OK].

8 Use the numeric keys to enter the unit name (up to 32 characters) (your name, company name, etc.), then press [OK]. (For information on how to enter characters, see p. 14.)

Ex.
```
UNIT NAME          [A]
Canon
```

9 Press [Stop/Reset] to return to the standby mode.

What if...

● **The LCD display is turned off:**
The machine may enter the sleep mode while you are setting up the machine. Press [Energy Saver] to turn the machine back on and continue the setup.

Set the Machine for Receiving Faxes

Select the Receive Mode that Suits Your Needs

The receive mode determines how the machine responds to incoming faxes and voice calls. Select the mode which is most suitable for you from the chart below. For details, see "About the Receive Modes," on p. 17.

	NO		NO		NO
Receive fax call only (No voice call)	→	Receive voice call by telephone with built-in answering machine	→	Receive fax and/or voice call by picking up telephone or pressing hook button	↓
YES		YES		YES	
↓		↓		↓	↓
\<FaxOnly\>		**\<AnsMode\>**		**\<MANUAL\>**	**\<FaxTel\>**

> 📝 **NOTE**
>
> – The remote reception function is useful when the receive mode is set to \<MANUAL\> and 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 Chapter 3, "Sending and Receiving" in the Reference Guide.
> – Your telephone with built-in answering machine or answering machine must be connected directly to the machine for \<AnsMode\> to work. (See "Connect Telephone Cables," on p. 11.)
> – The external telephone must be connected to the machine for \<FaxTel\> or \<MANUAL\> to work. (See "Connect Telephone Cables," on p. 11.)
> – By default, \<FaxOnly\> is selected in \<1 RX MODE\>. If external telephone is connected to the machine and receives a fax or voice call, the external telephone rings. You can answer the voice call while the external telephone is ringing.
>   To disable the incoming ring, press [Menu] → \<5 FAX SETTINGS\> → \<4 RX SETTINGS\> → \<2 INCOMING RING\> then select \<OFF\>.
> – Voice mail greeting is not supported with \<AnsMode\>.
> – The \<NET SW.\> mode is available for certain countries only and requires subscription to a network switch service. Contact your telephone company for availability.

Set the Receive Mode

1 Press [Menu].

2 Press [◄ ▬] or [➕ ►] to select \<5 FAX SETTINGS\>, then press [OK].

3 Press [◄ ▬] or [➕ ►] to select \<1 RX MODE\>, then press [OK].

4 Press [◄ ▬] or [➕ ►] to select the receive mode, then press [OK].

5 Press [Stop/Reset] to return to the standby mode.
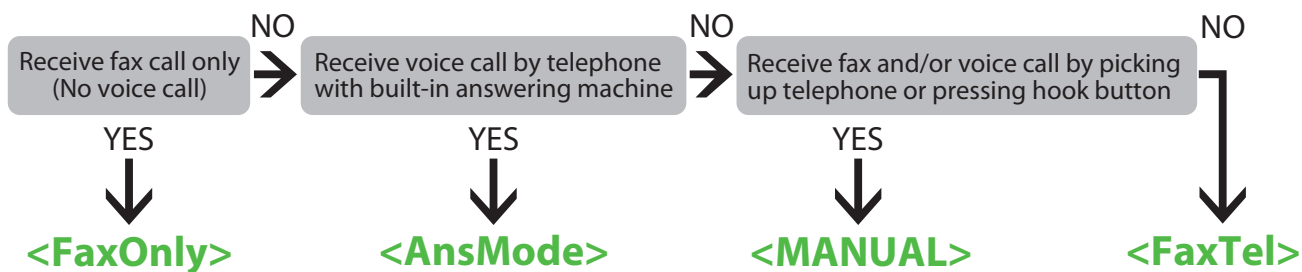
What if...

● **The LCD display is turned off:**
The machine may enter the sleep mode while you are setting up the machine. Press [Energy Saver] to turn the machine back on and continue the setup.

About the Receive Modes

<FaxOnly>

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

● Upon Receiving FAX

The machine receives faxes automatically.
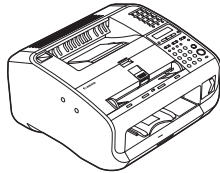
● Upon Receiving VOICE CALL

The machine does not respond.

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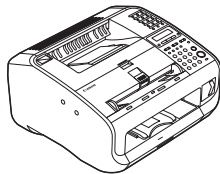
Receives faxes automatically and routes voice calls to the telephone with built-in answering machine.

● Upon Receiving FAX

The telephone with built-in answering machine rings, and the machine receives fax automatically.
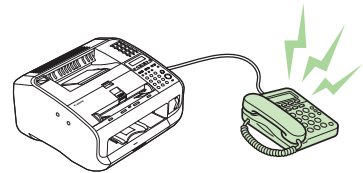
● Upon Receiving VOICE CALL

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

<MANUAL>
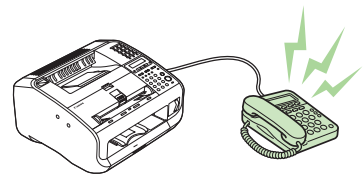
Rings for every call, whether it is a fax call or a voice call. For a fax call, you have to manually activate reception of the fax.

● Upon Receiving FAX

The external telephone rings. To receive the fax, you can either pick up the receiver and press [Start] key or press [Hook] key and press [Start] key. Alternatively, you can use the remote reception function through the external telephone.
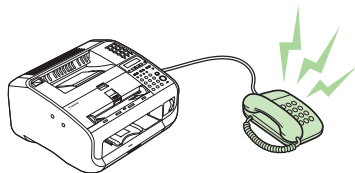
● Upon Receiving VOICE CALL

The external telephone rings. Answer the call.

<FaxTel>
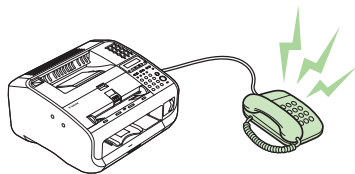
Automatically switches between fax calls and voice calls. Receives faxes automatically and the machine rings for voice calls.

● Upon Receiving FAX

The machine receives fax automatically.
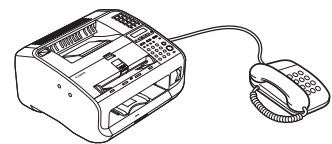
● Upon Receiving VOICE CALL

The machine rings. Answer the call.
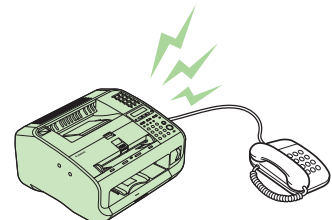
Software Settings with Computer (FAX-L160 Only)

USB Connection

By connecting the computer and the machine with the USB cable, you can print documents sent from the computer. Before connecting them, install the printer driver first.

For details about printing documents, see Chapter 5, "Printing (FAX-L160 Only)" in the Reference Guide.

Print
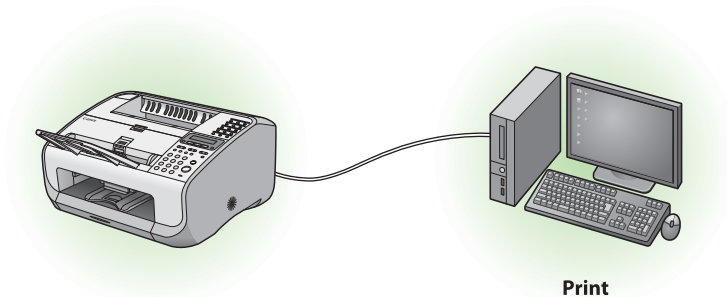
System Requirements

Microsoft Windows 2000
CPU: Intel Pentium/133 MHz or faster
Memory: 128 MB or more

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

Microsoft Windows Server 2003
CPU: Intel Pentium/Celeron series
133 MHz or faster
Memory: 128 MB or more

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

About the Printer Driver

The printer driver is included in the user software CD.

UFRII LT Driver

Canon UFRII LT printer driver enables you to print from any application software to the machine. Taking full advantage of your PC's processing power to compress the print data, this driver executes the high-speed data processing.

Installation Procedure

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].**

- **For Windows 2000/XP/Server 2003/Vista, log on as an administrator to install the software.**

- **Make sure the machine is turned on before connecting the USB cable.**

- **On the screen shown at each step, click the circled button to proceed.**

1
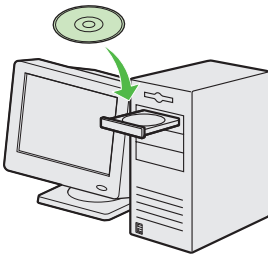
2
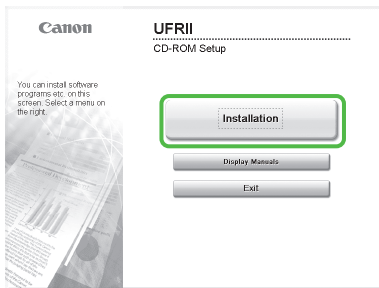
If the UFRII CD-ROM Setup screen is not displayed, click [start] on the Windows taskbar → [My Computer]. Windows Vista: click [start] on the Windows taskbar → [Computer]. Windows 2000: double-click [My Computer] on the Windows desktop. Open the CD-ROM icon, then double-click [MInst] ([MInst.exe]).

3
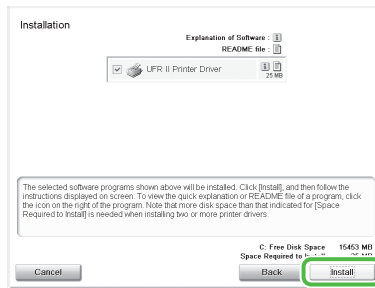
NOTE

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

4
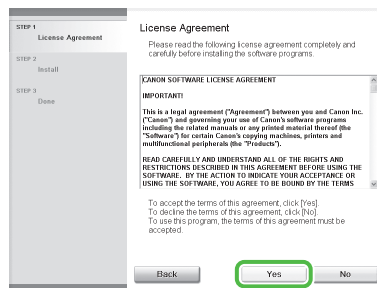
5
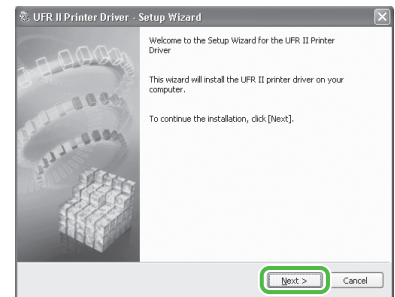
6
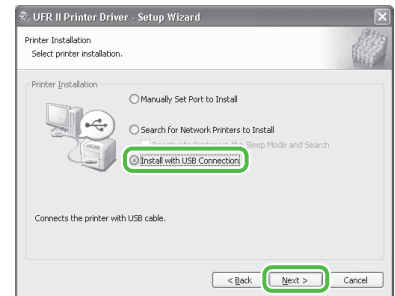
Select [Install with USB Connection], click [Next>].

NOTE

The machine only supports [Install with USB Connection].

7
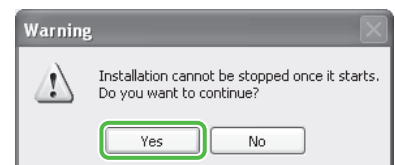
8
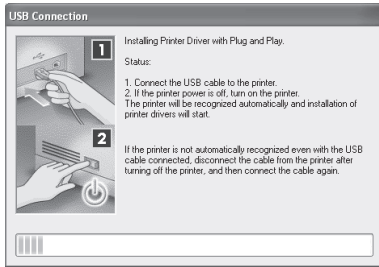
Complete steps 9 and 10 before the progress bar in the screen is full.

> 🖉 **NOTE**
>
>
>
> If the dialog box shown above appears, press [Retry] to continue the installation.
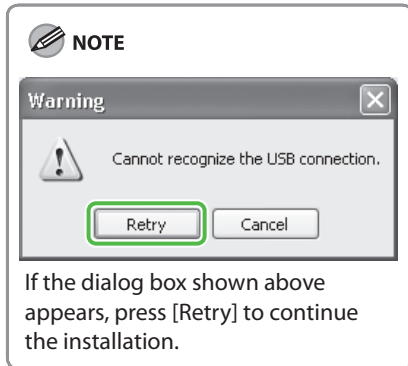
9
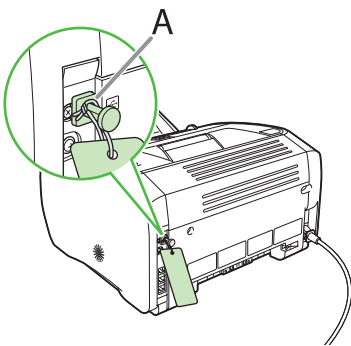
Remove the attachment (A) which covers the USB port on the back of the machine.

10
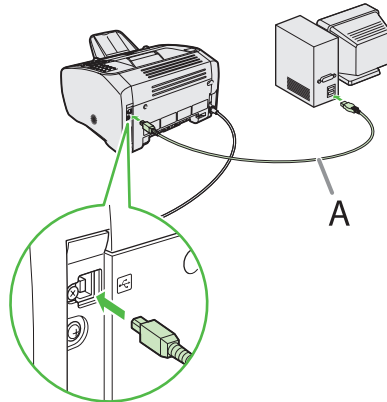
Connect the machine and your computer with a USB cable (A).

> 🖉 **NOTE**
>
> If the Found New Hardware Wizard appears, click [Cancel] and continue the installation.
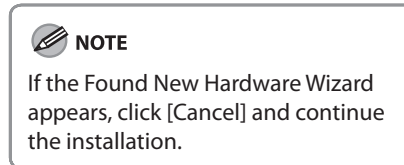
11
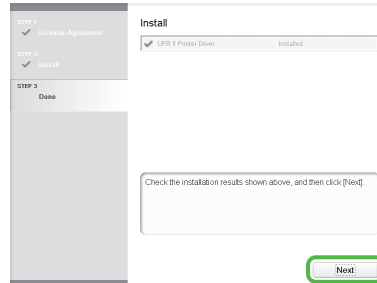
12
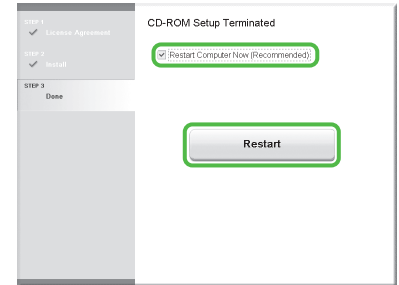
After checking [Restart Computer Now (recommended)] button, you can restart your computer by clicking the [Restart] button.

13
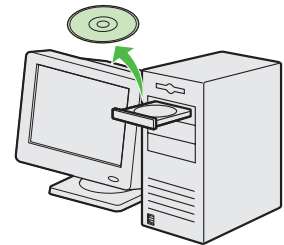
You have now completed installation.

Checking the Installation

Check if the driver is installed successfully and if this machine has been set as the default printer.

> **NOTE**
>
> When you open the [Print] dialog box from an application, if this machine is selected in the [Printer] area, it has been set up as the default printer.

1 Open the [Printers and Faxes] folder (Windows 2000: the [Printers] folder).

Windows XP/Server2003: Click [start] on the Windows taskbar → click [Printers and Faxes].
Windows Vista: Click [start] on the Windows taskbar → click [Control Panel] → [Hardware and Sound] → double-click [Printer].
Windows 2000: [Start] → [Settings] → [Control Panel] → double-click [Printers].
Make sure the corresponding printer driver icon is displayed.

2 Set as default printer.

Double-click the printer icon of this machine. Click [Set as Default Printer] on the [Printer] menu.

Appendix

Uninstallation Procedure (FAX-L160 Only)

Before uninstallation, make sure of the following:
- You have the installation software available for installation.
- No application is running on your computer.

> **NOTE**
> – For uninstallation in Windows 2000/XP/Server 2003/Vista, you must be the user with administrative privileges.
> – If you want to remove the manuals installed from [Easy Installation], you can manually uninstall them by selecting the [Additional Software Programs] on the UFRII CD-ROM Setup screen and click [Uninstall].

Uninstalling the UFRII LT Driver

1 Click [start] on the Windows taskbar → [(All) Programs] → [Canon Printer Uninstaller] → [UFRII Printer Driver Uninstaller].

The [Delete Printer] dialog box appears.

2 Select [Canon L90/L160/L230 UFRII LT], then click [Delete].
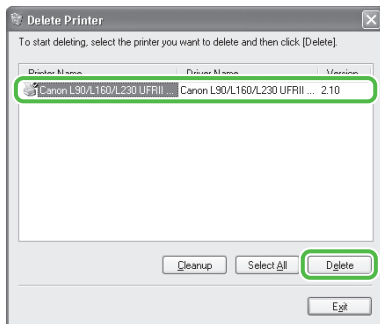
3 Click [Yes].

Uninstallation proceeds automatically and the next dialog box appears.
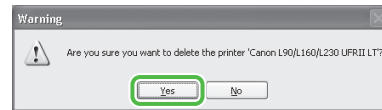
4 Click [Exit].
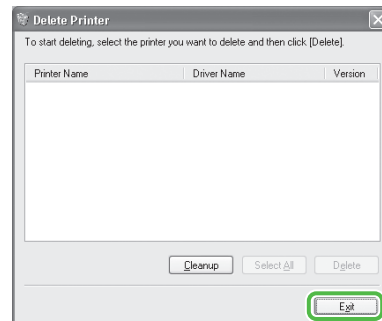
> **NOTE**
> Restart your computer if asked to do so.

Using Online Help (FAX-L160 Only)

The user software CD includes programs (driver software and application software) which the supplied instruction guides do not cover. When you utilize such programs, refer to online Help and context sensitive Help following the instructions below.

You can locate additional help in the online Help file provided with the driver software. In the [Properties] dialog box, you can click [Help] to display information about every feature and option in the drivers.
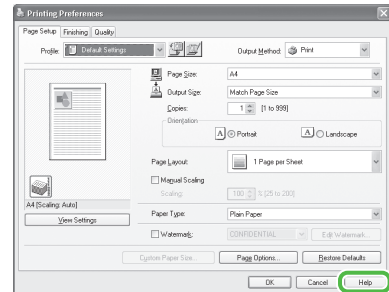
In the Help dialog box, you can click [Contents], then double-click your desired title to display information.
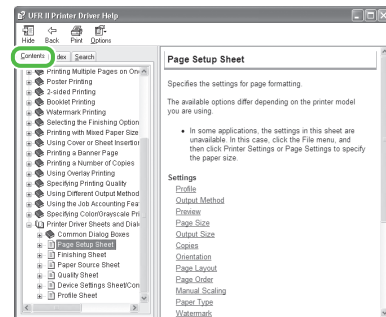
In the Help dialog box, you can click [Index], then double-click your desired keyword in the list to display information. To search for the desired keyword quickly, enter a keyword in the upper text box. The nearest keyword is located in the list below.
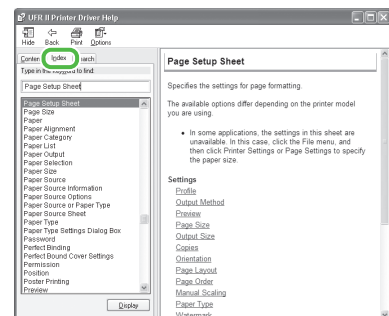
Specifications

General

● **Type**	Personal Desktop
● **Power Source**	220–240V, 50/60Hz (Power requirements differ depending on the country in which you purchased the product.)
● **Power Consumption**	Max: Less than 700W
● **Warm-up Time**	Less than 12.0 sec.* (temperature: 20°C, humidity: 65%; from when the power is turned on until standby display appears) ***** Warm-up time may differ depending on the condition and environment of the machine.
● **Weight**	Approx. 8.7 kg (including toner cartridge)
● **Dimensions**	400 mm (W) × 386 mm (D) × 221 mm (H) (without optional handset attached) 484 mm (W) × 386 mm (D) × 221 mm (H) (with optional handset attached)
● **Installation Space**	600 mm (W) × 780 mm (D) (without optional handset) 684 mm (W) × 780 mm (D) (including optional handset)
● **Environmental Conditions**	Temperature: 7.5°C–35°C Humidity: 5%–90% RH
● **Display Languages**	ENGLISH / GERMAN / FRENCH / SPANISH / ITALIAN / SWEDISH / NORWEGIAN / DUTCH / FINNISH / DANISH / PORTUGUESE / CZECH / SLOVENE / HUNGARIAN / RUSSIAN / TURKISH / POLISH
● **Acceptable Documents**	Size (W × L): Max. 216 × 400 mm / Min. 148 × 105 mm Quantity (for 75 g/m^2 paper): Max. 30 A4- or Letter-size sheets / Max. 10 Legal-size sheets or the stack height of 5 mm Weight: 64 to 105 g/m^2 See Chapter 2, "Document and Paper," in the Reference Guide.
● **Acceptable Paper Stock**	Paper Size Setting: A4, B5[*1], A5[*1], Executive[*1], Envelope[*1] (COM10, Monarch, DL, ISO-C5 (162 × 229 mm)), Oficio, Brazil-Oficio, Mexico-Oficio, Folio, Government-LTR, Government-LGL, Foolscap, LTR, LGL, Custom paper, 76 × 127 to 216 × 356 mm[*1] Weight: 64 to 128 g/m^2 Quantity: Max. stack height: 15 mm (Approx. 150 sheets of 80 g/m^2 paper) Paper Type Setting: PLAIN PAPER, PLAIN PAPER L[*2], HEAVY PAPER, HEAVY PAPER H[*3], TRANSPARENCY See Chapter 2, "Document and Paper," in the Reference Guide.
● **Printable Area**	Area within these margins (A4 paper): Top edge 6 mm, Bottom edge 6 mm, Left edge 5 mm, Right edge 5 mm Note that the margin widths are approximate and there may be slight variations in actual use. See Chapter 2, "Document and Paper," in the Reference Guide.
● **Scanning Area**	Area within these margins: Top edge 2 mm, Bottom edge 2 mm, Left edge 1 mm, Right edge 1 mm Note that the margin widths are approximate and there may be slight variations in actual use. See Chapter 2, "Document and Paper," in the Reference Guide.

[*1]   Only for PC printing.
[*2]   If paper curls excessively when printed with <PLAIN> selected, select <PLAIN L>.
[*3]   If print fixing is not sufficient when printed with <HEAVY> selected, select<HEAVY H>.

Facsimile

● **Applicable Line**	Public Switched Telephone Network (PSTN)*4
● **Compatibility**	G3
● **Data Compression Schemes**	MH, MR, MMR
● **Modem Speed**	33.6 Kbps Automatic fallback
● **Transmission Speed**	Approx. 3 seconds/page*5 at 33.6 Kbps, ECM-MMR, transmitting from the memory
● **Transmission/Reception Memory**	Maximum approx. 346 pages*5 (total pages of transmission/reception)
● **Fax Resolution**	STANDARD: 8 pels/mm × 3.85 lines/mm FINE: 8 pels/mm × 7.7 lines/mm SUPER FINE: 8 pels/mm × 15.4 lines/mm PHOTO: 8 pels/mm × 7.7 lines/mm
● **Dialing**	− Speed dialing One-touch speed dialing (15 recipients) Coded dialing (100 recipients) Group dialing (15 × 50 recipients) Address Book dialing (with Address Book key) − Regular dialing (with numeric keys) − Automatic redialing − Manual redialing (with Redial/Pause key) − Sequential broadcast (131 recipients) − Automatic reception − Remote reception by telephone (Default ID: 25) − ACTIVITY REPORT (after every 60 transactions) − TX (Transmission)/RX (Reception) REPORT − TTI (Transmit Terminal Identification)

Telephone

● **Connection**	− Optional handset − External telephone/external telephone with built in answering machine or answering machine/data modem

Copier

● **Scanning Resolution**	TEXT/PHOTO mode, TEXT mode, PHOTO mode: 203 dpi × 300 dpi
● **Printing Resolution**	600 dpi × 600 dpi
● **Magnification**	0.50 (50%) to 2.00 (200%) in 0.01 (1%) increments
● **First Copy Time**	Less than 23.0 sec. (A4)
● **Copy Speed**	Direct: A4 12 cpm
● **No. of Copies**	Max. 99 copies

*4 The Public Switched Telephone Network (PSTN) currently supports 28.8 Kbps modem speed or lower, depending on telephone line conditions.
*5 Based on ITU-T Standard Chart No. 1, MMR standard mode.

Printer (FAX-L160 Only)	
● **Printing Method**	Electrophoto Method (on-demand fixing)
● **Paper Handling**	Paper feeder: 150 sheets (Height: max. 15 mm)
● **Paper Delivery**	100 sheets (64 g/m^2–75 g/m^2)
● **Print Speed**	Direct: A4 14 cpm
● **Printing Resolution**	600 dpi × 600 dpi
● **Number of Tones**	256
● **Toner Cartridge**	Canon FX9 S-Cartridge

> 📝 **NOTE**
>
> Specifications are subject to change without notice.

Important Safety Instructions

The following symbols are used throughout the manuals for the machine and indicate the warnings, cautions and notes you should keep in mind when using the machine.

⚠ **WARNING**

Indicates a warning that may lead to death or serious injury if not observed.

⚠ **CAUTION**

Explains how to avoid actions that could injure you or damage your machine.

✎ **NOTE**

Explains operating restrictions and how to avoid minor difficulties.

Handling and Maintenance
- Follow all warnings and instructions marked on the machine.
- Do not subject the machine to strong physical shocks or vibrations.
- Always unplug the machine before moving or cleaning it.
- To avoid paper jams, never unplug the power cord, open the cartridge cover, or add or remove paper in the machine while printing.
- When transporting the machine, be sure to remove the toner cartridge from the machine.
  Place the toner cartridge in its original protective bag or wrap it in a thick cloth to prevent exposure to light.
- Always hold the bottom when you lift the machine. Never lift it by any of its trays or attachments.
- Do not insert any objects into the slots or openings on the machine since they may touch dangerous voltage points or short out parts. This could result in fire or electric shock.
- Do not allow small objects (such as pins, paper clips, or staples) to fall into the machine. If something does fall into it, unplug the machine immediately and contact your local authorized Canon dealer or the Canon help line.
- To avoid spillage in or around the machine, do not eat or drink near it. If you spill liquid or if any substance falls into it, unplug the power cord immediately and contact your local authorized Canon dealer or the Canon help line.
- Keep the machine clean. Dust accumulation can prevent the machine from operating properly.
- Unplug the machine from the wall outlet and contact your local authorized Canon dealer or the Canon help line in any of the following cases:
  - When the power cord or plug is damaged or frayed.
  - If liquid has spilled into the machine.
  - If the machine has been exposed to rain or water.
  - If the machine does not operate normally when you have followed the instructions in this guide. Adjust only those controls that are covered by the instructions in this guide. Improper adjustment of other controls may result in damage and may require extensive work by a qualified technician to restore the product to normal operation.
  - If the machine has been dropped.
  - If the machine exhibits a distinct change in performance, indicating a need for servicing.

Location
- Place the machine on a flat, stable, vibration-free surface that is strong enough to support its weight.
- Place the machine in a cool, dry, clean, well ventilated place.
- Make sure the area is free from dust.
- Make sure the location is not exposed to high temperature or humidity.
- Keep the machine away from direct sunlight as this can damage it. If you have to place it near a window, install heavy curtains or blinds.
- Do not use the machine near water. Make sure that no wet or humid objects come into contact with the machine.
- Do not use or store the machine outdoors.
- Do not install the machine near devices that contain magnets or generate magnetic fields, such as speakers.
- If possible, place the machine near an existing telephone line outlet for easy connection of the telephone line cord, and to avoid the expense of installing a new outlet.
- Place the machine near a standard 220–240 V AC (50/60 Hz) power outlet.
- To ensure reliable operation of the machine and to protect it from overheating (which can cause it to operate abnormally and create a fire risk), do not block the exhaust vent. Never block or cover any openings on the machine by placing it on a bed, sofa, rug, or other similar surface. Do not place the machine in a cupboard or built-in installation, or near a radiator or other heat source unless proper ventilation is provided. Leave enough space around all sides of the machine.
- Do not stack boxes or furniture around the power outlet. Keep the area free so you can reach the outlet quickly. If you notice anything unusual (smoke, strange odors, noises) around the machine, unplug the power cord immediately. Contact your local authorized Canon dealer or the Canon help line.
- Do not allow anything to rest on the power cord, and do not place the machine where the cord will be walked on. Make sure the cord is not knotted or kinked.

⚠ **WARNING**

Except as specifically described in the manuals of the machine, do not attempt to service the machine yourself. Never attempt to disassemble the machine: opening and removing its interior covers will expose you to dangerous voltages and other risks. For all service, contact your local authorized Canon dealer or the Canon help line.

Model Names
F152800 (FAX-L160/L140)

As an ENERGY STAR Partner, Canon Inc. has determined that this product meets the ENERGY STAR Program for energy efficiency.

The International ENERGY STAR Office Equipment Program is an international program that promotes energy saving through the use of computers and other office equipment.

The program backs the development and dissemination of products with functions that effectively reduce energy consumption. It is an open system in which business proprietors can participate voluntarily.

The targeted products are office equipment, such as computers, displays, printers, facsimiles, and copiers. The standards and logos are uniform among participating nations.

Laser Safety Information
Laser radiation could be hazardous to the human body. For this reason, laser radiation emitted inside this equipment is hermetically sealed within the protective housing and external cover. No radiation can leak from the machine in the normal operation of the product by the user.
This machine is classified as a Class 1 Laser Product under IEC 60825-1: 1993, EN60825-1: 1994.

220–240 V Model
The label shown below is attached to the laser scan unit on the machine.

DANGER - Invisible laser radiation when open.
AVOID DIRECT EXPOSURE TO BEAM.
CAUTION - CLASS 3B. INVISIBLE LASER RADIATION WHEN OPEN.
AVOID EXPOSURE TO THE BEAM,
VARNING - KLASS 3B OSYNLIG LASERSTRÅLNING NÄR DENNA
DEL ÄR ÖPPNAD. STRÅLEN ÄR FARLIG.
ATTENTION - RAYONNEMENT LASER INVISIBLE DE CLASSE 3B.
EN CAS D'OUVERTURE ÉVITEZ L'EXPOSITION AU FAISCEAU.
VORSICHT - UNSICHTBARE LASERSTRAHLUNG KLASSE 3B, WENN ABDECKUNG
GEÖFFNET. NICHT DEM STRAHL AUSSETZEN.
PRECAUCIÓN - RADIACIÓN LÁSER INVISIBLE DE CLASE 3B PRESENTE AL ABRIR.
EVITE LA EXPOSICIÓN AL HAZ.
VAROITUS - LUOKAN 3B NÄKYMÄTTÖMÄLLE LASER-SÄTEILYÄ AVATTUNA.
VÄLTÄ ALTISTUMISTA SÄTEELLE.
注 意 - ここを開くとクラス3B不可視レーザ放射が出ます。ビームに身をさらさないこと。
注 意 - 打开时，存在不可见的3B类激光辐射，请避免接触该激光束
注 意 - 打開機器蓋板時有有3B級不可視雷射光釋出．應避免曝射
주 의 - 열리면 등급 3B 비가시 레이저 방사선이 방출됩니다.
광선에 노출을 피하십시오.   FC6-5293

This machine has been classified under IEC 60825-1: 1993, EN60825-1: 1994 and conforms to the following classes:

CLASS 1 LASER PRODUCT
LASER KLASSE 1
APPAREIL A RAYONNEMENT LASER DE CLASSE 1
APPARECCHIO LASER DI CLASSE 1
PRODUCTO LASER DE CLASE 1
APARELHO A LASER DE CLASSE 1

⚠ **CAUTION**
Use of controls, adjustments, or performance of procedures other than those specified in the manuals for the machine may result in hazardous radiation exposure.

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– Passports
– Postage Stamps (canceled or uncanceled)
– Immigration Papers
– Identifying Badges or Insignias
– Internal Revenue Stamps (canceled or uncanceled)
– Selective Service or Draft Papers
– Bonds or Other Certificates of Indebtedness
– Checks or Drafts Issued by Governmental Agencies
– Stock Certificates
– Motor Vehicle Licenses and Certificates of Title
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Considerable effort has been made to make sure that the manuals for the machine are free of inaccuracies and omissions. However, as we are constantly improving our products if you need an exact specification, please contact Canon.

Canon

230V