

## Cleaning The Main Unit

---

It is important to keep parts that you may touch by hand clean when using the MFP/printer.

Example:

- > Control panel (LCD panel, hard keys)
- > Automatic Document Feeder (ADF) or Original Cover
- > Paper tray (Handle, guide plate, etc.)

When cleaning, be sure to note the following points.

1. When wiping off with alcohol, use a soft cloth moistened with IPA (isopropyl alcohol) or ethanol for disinfection.
2. Be sure to wear vinyl gloves when cleaning, or wash your hands thoroughly after cleaning.
3. Be sure NOT to use any sprays containing solvents or volatile components such as neutral detergent, glass cleaner, benzene, or thinner.

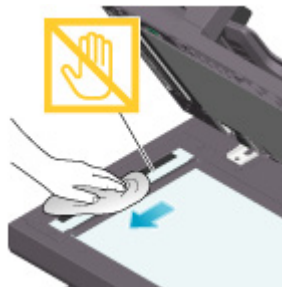
### Cleaning the Slit Scan Glass

Perform this procedure when the **Reverse Automatic Document Feeder** or **Reverse Automatic Document Feeder** is installed on the machine.

#### 1. Open the ADF.



#### 2. Wipe stains off the Slit Scan Glass using a dry, clean cloth.



#### NOTICE

 Do not touch the **Slit Scan Glass**.

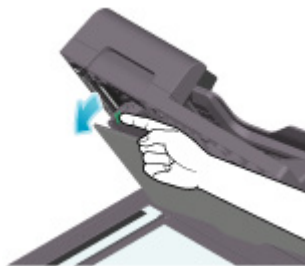
## Cleaning the Slit Scan Glass (back)

Cleaning is required when the **Reverse Automatic Document Feeder** is installed on this machine.

### 1. Open the ADF.



### 2. Open the Opening and Closing Guide.



➔ Release the lock lever of the **Opening and Closing Guide**, and open the **Opening and Closing Guide**.

### 3. Wipe stains off the Slit Scan Glass (back) using a dry, clean cloth.



#### NOTICE

✘ Do not touch the **Slit Scan Glass (back)**.

### 4. Close the Opening and Closing Guide you opened in step 2.



➔ Press the Hand mark in the center of the **Opening and Closing Guide**, and check that the **Opening and Closing Guide** is locked securely.

## Cleaning the original glass, control panel and roller

Wipe the surface using a soft, dry cloth.



### NOTICE

- ❏ Do not press the **Control Panel** hard, otherwise the **Touch Panel** may be damaged.



### CAUTION

- ❏ The inside of this product has areas subject to high temperature, which may cause burns. When checking the inside of the unit for malfunctions such as a paper misfeed, do not touch the locations (around the fusing unit, etc.) which are indicated by a "Caution HOT" caution label. A burn could result.

## Cleaning the outer cover and original pad

Wipe the surface using a soft cloth moistened with a mild household detergent.



### NOTICE

- ❏ Never use solvents, such as benzene or thinner, to clean the **Original Pad**.