❶ Carefully remove all items from the box.

Document Support

Ink Cartridge Storage Box

BCI-3e BJ Tanks (C, M, Y, Bk)

Telephone Line

Power Cord

BC-33e Color BJ Cartridge

Output Tray

MultiPASS C755 Unit
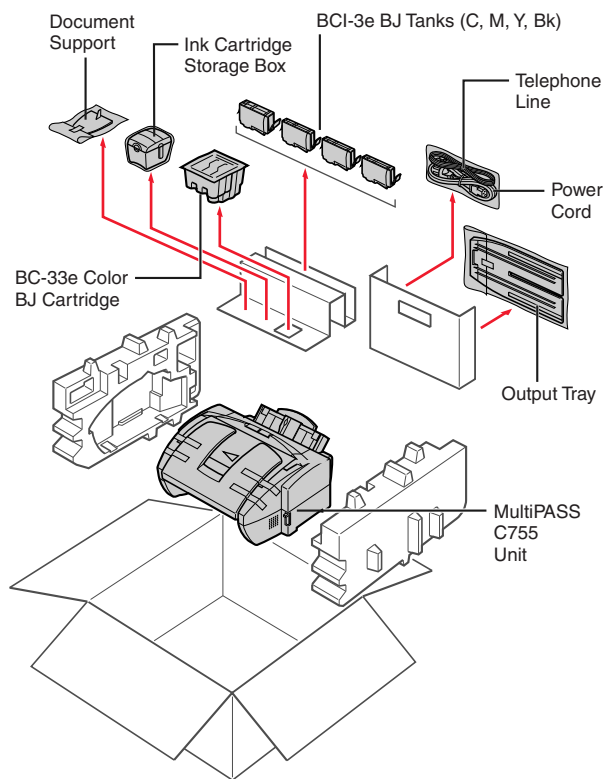
Remove these items from the documentation package: this *Quick Start Guide*, the Canon Creative for MultiPASS CD-ROM, the *Stand-alone Fax Manual*, Registration card, and Warranty card.

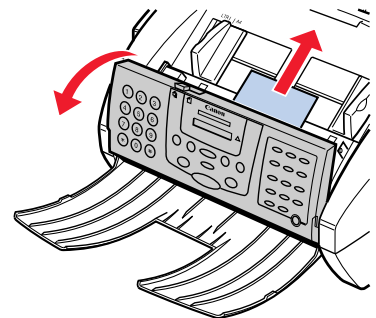**❷ Remove all shipping tape and materials from the unit.**

Tape (Check all surfaces)

Spacer
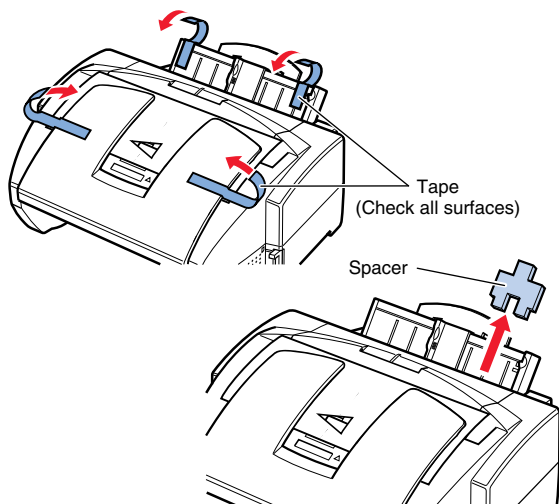
Note that tape may not be in the exact locations shown here.

❸ Open the document tray and remove the protective sheets.
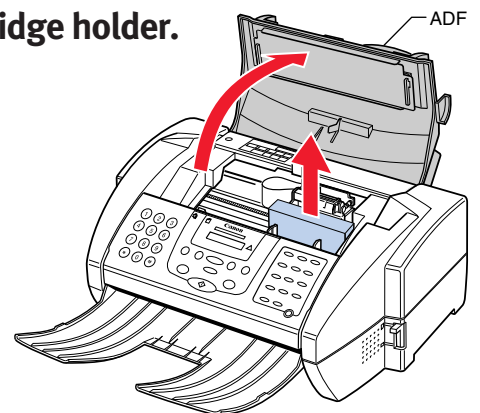
Protective Sheets

Document Tray
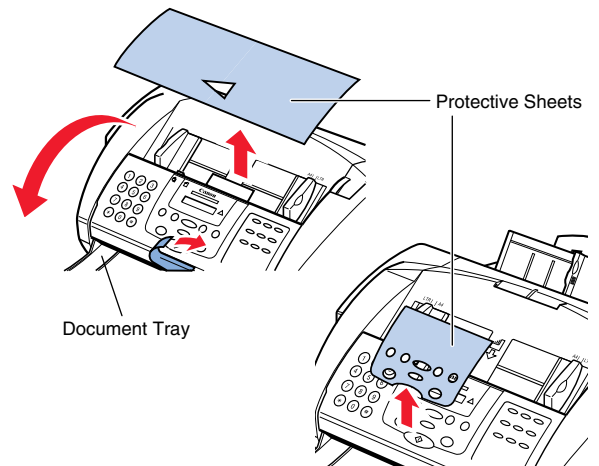
❹ Open the operation panel; it only opens slightly.

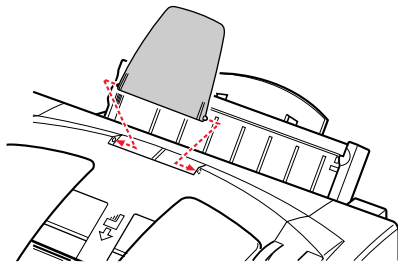Remove the protective sheet from the unit's Automatic Document Feeder (ADF).

Press the operation panel closed until it clicks into place.

❺ Open the Automatic Document Feeder (ADF), and remove any protective material from the cartridge holder.
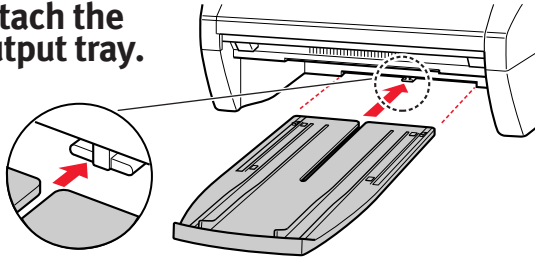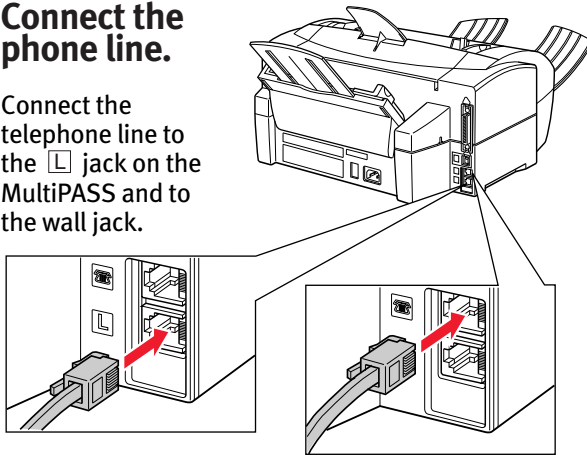
ADF

❶ **Attach the document support.**

❷ **Attach the output tray.**

❸ **Connect the phone line.**

Connect the telephone line to the ⬜ jack on the MultiPASS and to the wall jack.

To use the MultiPASS for receiving both faxes and voice calls, you must attach a telephone and/or answering machine to the ☎ jack on the unit.

Note If you use Caller ID with any of these configurations, place the Caller ID device between the MultiPASS and the wall jack.

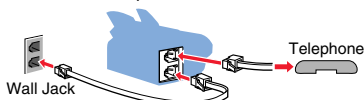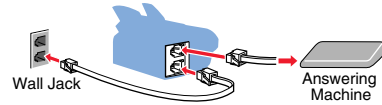**Recommended Device Connections ———— Receive Modes**

MultiPASS Only ——————————————— Fax Only or DRPD

Wall Jack

MultiPASS and Telephone ——————— Fax/Tel, DRPD, or Manual

Wall Jack Telephone

Recommended Device Connections ———— Receive Modes

MultiPASS and Answering Machine ————— Ans.Machine

Wall Jack Answering Machine

MultiPASS, Answering Machine and Telephone —— Ans.Machine

Wall Jack Answering Machine Telephone
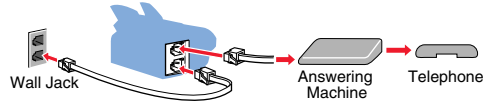
MultiPASS and PC Modem ————————— Fax Only or DRPD

Wall Jack PC
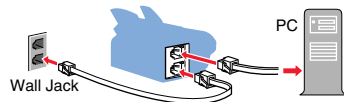
❹ **Connect your computer to the MultiPASS.**

USB Cable Users–Do not connect the cable now.

Make sure the computer is turned off.

Connect a USB or parallel cable to your computer and then to the MultiPASS.

USB connection Parallel cable connection

❺ **Connect the power cord to the MultiPASS and to a wall outlet.**

The MultiPASS has no power switch. The power is on as long as the unit is plugged in.

⚠ **Caution**

Spilled ink can stain any surface.
Open BJ cartridges and tanks very carefully.
See your *User's Manual* for complete details
on BJ cartridge and tank maintenance.

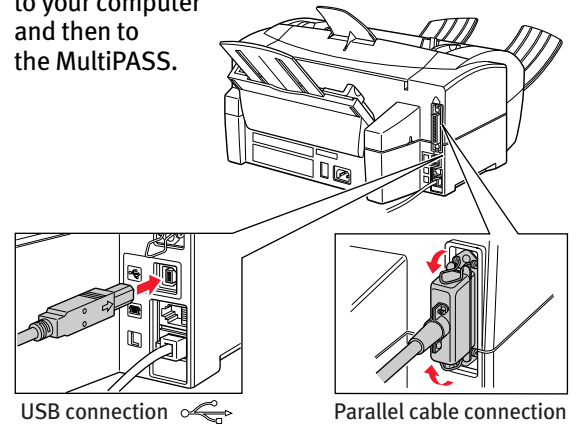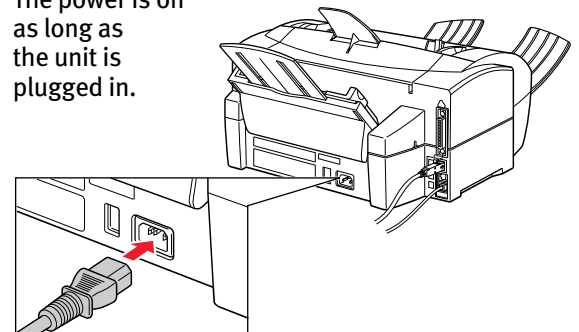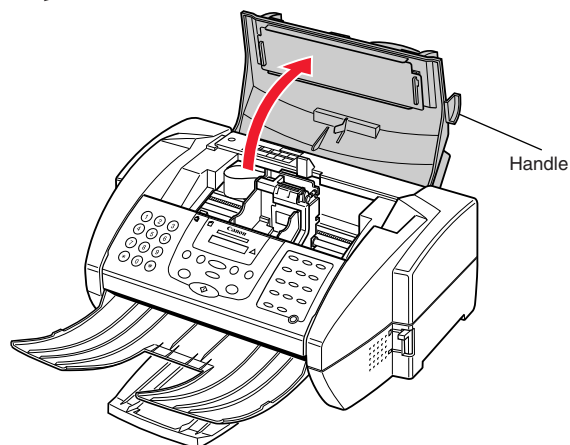Make sure the MultiPASS is plugged in.
The LCD reads:

> PUT IN CARTRIDGE

❶ **Open the ADF.**

Handle

⚠ **Caution**

Do not touch the ribbon cable, the small
circuit board, the guide rail, or the round
shaft. Touching these parts may adversely
affect operation of the unit and/or affect
print quality.

Round Shaft   Guide Rail

Circuit Board

Ribbon Cable
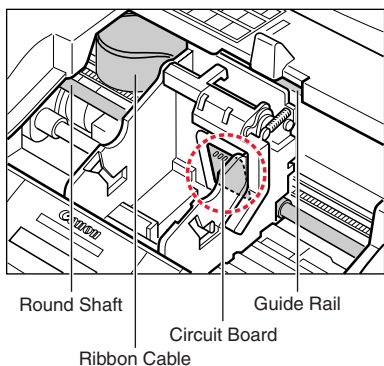
❷ **Raise the blue cartridge lock lever on the cartridge holder.**
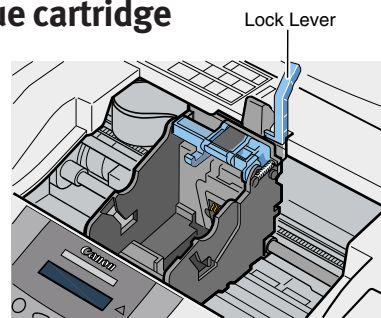
Lock Lever

❸ **Remove the cartridge from its package, and remove these protective materials:**
  - **Orange cap**
  - **Orange tape**

Cap

Tape

Do Not Touch
these areas
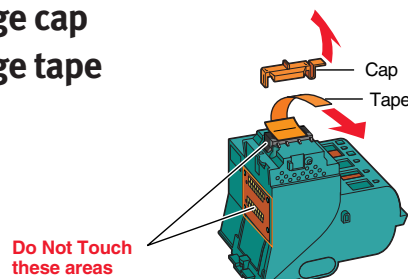
❹ **Set the cartridge into the cartridge holder.**
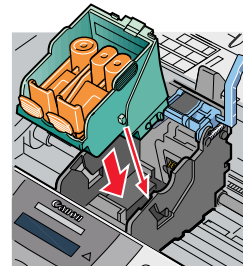
❺ **Lower the blue cartridge lock lever until it locks into place.**

❻ **Remove the two orange pieces.**

Press in on the
tabs to remove
the pieces.

4 | Install the BJ Tanks

❶ Pick up the yellow BJ tank.

- **Pull up the orange tape.**
- **Remove the plastic wrapper from the tank.**

❷ Twist off the orange protective cap.

To prevent spills, do not press the side of the BJ tank.

❸ Insert the yellow BJ tank into the right slot of the cartridge.
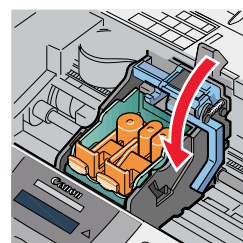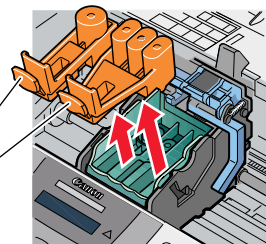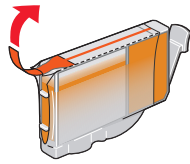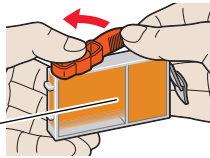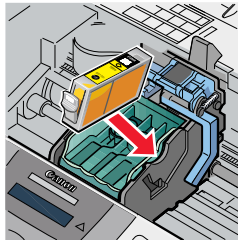
❹ Press down on the top of the BJ tank until it locks into place.
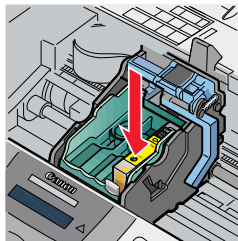
❺ Install the other 3 BJ tanks as shown.

Black (BCI-3eBK)
Cyan (BCI-3eC)
Magenta (BCI-3eM)
Yellow (BCI-3eY)
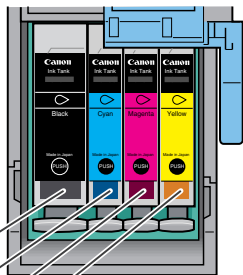
❻ Close the ADF cover.

When the ALARM light stops flashing, the printer is ready.

5 | Load a Stack of Paper

The sheet feeder is the larger capacity tray behind the ADF.

ADF (holds documents to be faxed, copied, or scanned)

Sheet Feeder (holds blank paper for printing or receiving faxes)
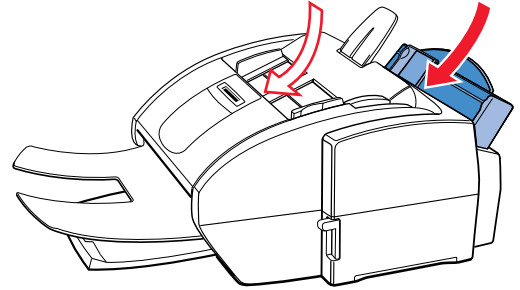
❶ Pull the paper rest up until it stops.

Move the paper guide to the left to match the size of your paper.

Sheet Feeder
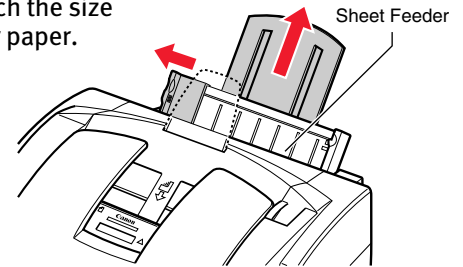
Fan a stack of paper. Fan the edge that will feed into the MultiPASS first; then tap the stack on a flat surface to even its edges.

❷ Insert the stack of paper.

Make sure the print side of the paper is face-up. Align the right edge of the stack with the right side of the sheet feeder.

No gaps here

Tab
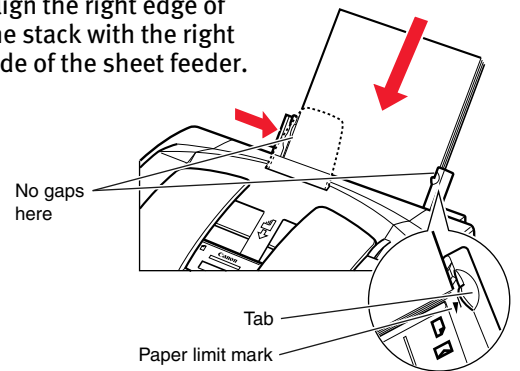
Paper limit mark

> **Note**
> Do not fill the sheet feeder above the limit mark (▶|). The sheet feeder holds up to 100 sheets of plain paper (20 lb or 75 g/m^2).

Adjust the paper guide snugly against the side of the stack of paper.

6
Install the MultiPASS Software
Your MultiPASS comes with a Setup program that makes installing the MultiPASS software easy and fast.
You install the MultiPASS software from the Canon Creative for MultiPASS CD-ROM.

➡️ **Important!** The MultiPASS must be plugged in. If you have a previous version of the MultiPASS Desktop Manager installed, you must remove it. See your *MultiPASS Desktop Manager Software Guide* for details.

> **Note**
>
> **Windows® 2000/NT Users**: Administrator Privileges are required to install and remove the MultiPASS Desktop Manager software.
>
> **Stand-alone Fax Users**: If you plan to use the MultiPASS as a stand-alone fax machine, see the *Stand-alone Fax Manual* for instructions on how to program your name and fax number. Then select your Receive mode based on how you set up your phone connection in Step **2**.

Start up your system in this order:

Windows 95/98/2000/NT Parallel Cable Users

1. Make sure your computer is turned off.

2. Be sure the MultiPASS is plugged in and connected to the computer.

3. Make sure the Canon Creative CD is NOT yet inserted in your CD drive.

4. Now turn on the computer.

5. If any Windows applications start automatically, close them before you start installation. This is very important. Make sure **NO** programs are running, including any virus protection programs.

Make sure Windows starts.

Click **Cancel** if you see a screen similar to these: "New Hardware Found", "Update Device Driver Wizard", or "Add New Hardware Wizard".

Make sure you return to the Windows desktop.

When you see the Windows desktop, follow these steps.

1. Insert the Canon Creative CD into your CD drive. (This CD contains all the device software for your MultiPASS, including the MultiPASS Printer and Fax drivers, MultiPASS ODBC, and ScanGear™ for MultiPASS.) Setup starts automatically.

> **Note**
>
> If Setup does not start automatically, from the taskbar, click **Start** and then **Run**. You see the Run screen.
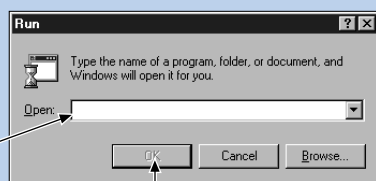
If anything is displayed in the Open box, replace it by typing `X:\SETUP` (where `X:` is your CD drive). Then click **OK**.

2. Follow the on-screen instructions to finish installation.

- Normally you click **Next** or **Finish** to move from one screen to the next.

- Be sure to read each screen carefully. When specifying your fax information, you must enter a fax heading and specify a Receive mode. Select your Receive mode based on how you set up your phone connection in Step **2**.

When installation is complete, the Setup program determines whether or not your computer needs to be restarted.

> **Note**
>
> The next time you start your computer, you may see the "New Hardware Found" screen. Wait a few seconds while the system updates itself; the screen will disappear.

The next time you start your system, double-click on the Canon Creative Launcher icon on your desktop. From here you can install the Canon Creative software, run the software programs after they are installed, register the MultiPASS, view the online manuals, and find out how to order supplies and get help from Canon.

Windows 98—USB Cable Users

1. Make sure the MultiPASS C755 is NOT connected to your computer.

2. Turn on your computer.

3. Insert the Canon Creative CD into your CD drive. Setup starts automatically.

4. When prompted, connect the USB cable to your computer and then to the MultiPASS (see Step **2** for details).

5. Follow the instructions on each screen to complete software installation.

Windows 2000—USB Cable Users

1. Make sure the MultiPASS C755 is NOT connected to your computer.

2. Turn on your computer.

3. Connect the USB cable to your computer and then to the MultiPASS (see Step **2** for details). Windows recognizes the new device and starts Plug & Play for your USB port.

4. Follow the instructions on each screen. When you see this screen:
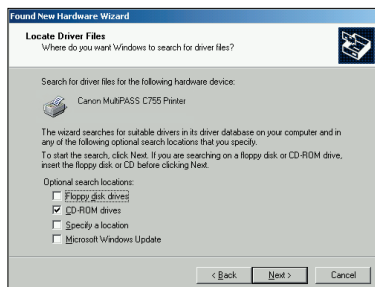
Insert the Canon Creative CD into your CD drive and wait for the drive to start up. Make sure **CD-ROM drive** is checked, and be sure to uncheck the other options. Then click **Next**.

5. Continue to follow the instructions on each screen to complete software installation.

After using this *Quick Start Guide* to unpack and set up your new MultiPASS unit, you'll want to look at the rest of your documentation.

MultiPASS C755 User's Manual (online)

This manual offers detailed information on how to operate your new MultiPASS. It describes how to use the MultiPASS as a color printer and covers the basics on how to send and receive faxes. It also includes maintenance, troubleshooting, and specifications.

MultiPASS Desktop Manager Software Guide (online)

To use the PC faxing and scanning features of the MultiPASS, you must install the MultiPASS Desktop Manager software. Then use the online *Software Guide* to find out how to use the MultiPASS Desktop Manager to define and control all of the features of the MultiPASS.

Stand-alone Fax Manual (printed)

If you are NOT going to connect the MultiPASS to your computer, use this manual to find out how you use the operation panel on the MultiPASS to control all your faxing and receiving functions.

The *User's Manual* and *Software Guide* are provided in Adobe® Acrobat® PDF format. You can access the manuals in one of two ways:

- Double-click the Canon Creative Launcher icon on your desktop.

- Browse the Canon Creative for MultiPASS CD-ROM from your CD drive.

Next, click the **"Manuals, Supplies, and Help"** button. Then click on the button that corresponds to the manual you want to read. If you do not have Adobe Acrobat 4.0 loaded on your computer, simply follow the instructions to load it. (You must use Adobe Acrobat 4.0; do not use other versions.) You can also open the manuals from the MultiPASS program list.

Printing an Image or Document

To print an image or a document, make sure you have paper loaded in the sheet feeder (see Step **5**). Then simply start the application program that you used to create the image or document. With the document open, select the **Print** command. (Normally you choose **Print** or **Print Setup** from the File menu.) Make sure the Canon MultiPASS printer is selected as your default printer. After specifying any special printing parameters, select OK to start the print job. See your online *MultiPASS C755 User's Manual* for details.
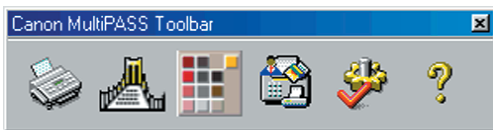
Faxing or Scanning an Image or Document

For faxing, you load the document face-down in the Automatic Document Feeder (ADF), dial the number you are faxing to, and then press the **Start** button on the MultiPASS.

For scanning, you load the image or document face-down in the ADF, then press the **Start** button on the MultiPASS.

Start
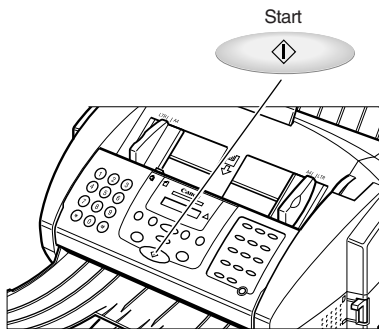
When scanning, the Toolbar will launch on your Windows desktop:


Now you simply click a button on the Toolbar to scan a document or image to a particular destination. See your online *MultiPASS Desktop Manager Software Guide* for complete details on using the Toolbar.

Copying an Image or Document

To copy an image or a document, make sure you have paper loaded in the sheet feeder. Next, place the image or document you want to copy face-down in the ADF. On the operation panel, press the **Copy** button and then press the **Start** button. (To make multiple copies, press **Copy**, enter the number of copies with the numeric buttons, and then press **Start**. To make one color copy, press **Color** so the light comes on, press **Copy**, and then press **Start**. See your online *MultiPASS C755 User's Manual* for details.)

Color/B&W   Start   Copy
Numeric Buttons
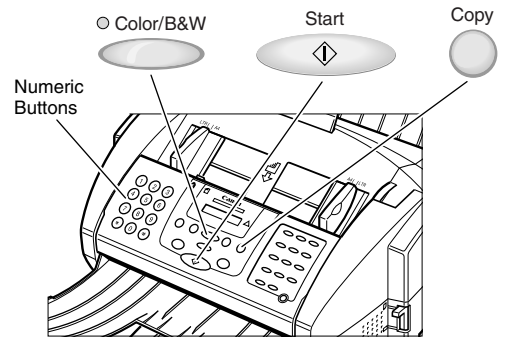
> **Note**
>
> **MultiPASS Hardware Cannot Initialize**
>
> If you see this error message, refer to the *Troubleshooting* chapter in your online *MultiPASS C755 User's Manual* for details.

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