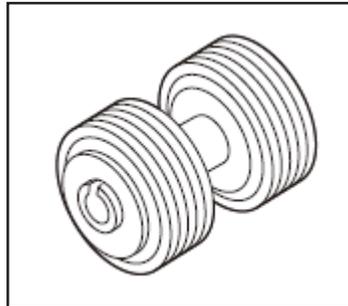


N7100 CONSUMABLE REPLACEMENT
AND CLEANING INSTRUCTIONS

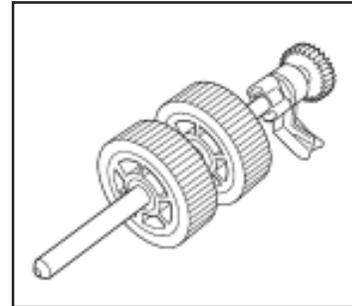


CONSUMABLES LIST

Description	Qty	Life	Fujitsu P/N
Brake Roller	1	200,000	PA03706-0001
Pick Roller	1		



Brake Roller



Pick Roller

Note: The Brake Roller and Pick Roller are included when ordering part number PA03706-0001

CHECKING THE LIFE OF THE CONSUMABLES

1. On the [Main Menu] or [Job Menu] window, press the [Consumable Alert] button.

HINT

The [Consumables Alert] button on the [Job Menu] window can be shown by pressing

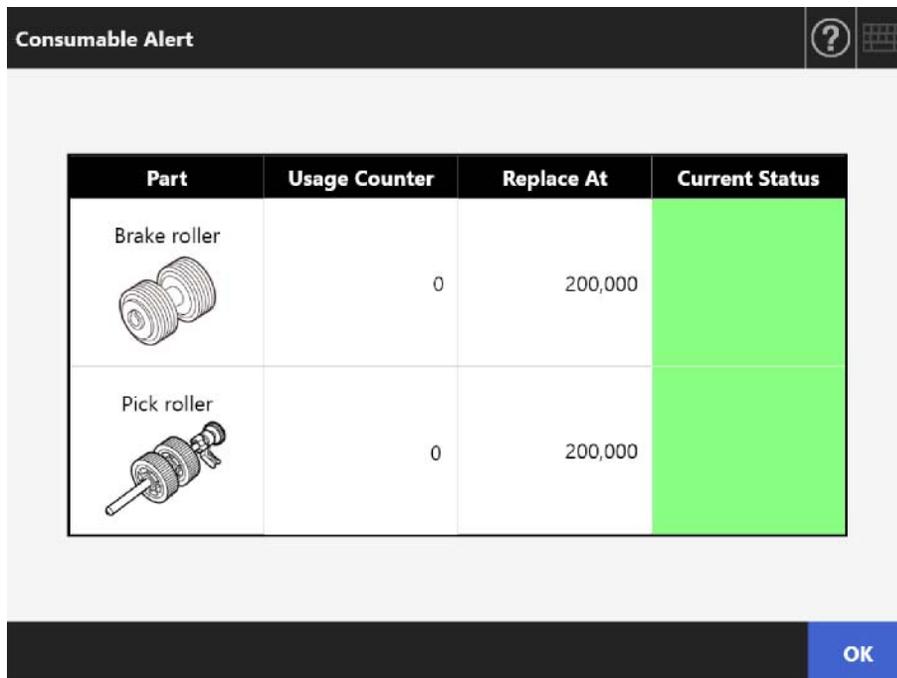


The [Consumable Alert] window appears.

2. Check which part needs to be replaced and press the [OK] button.

Parts whose [Usage Counter] value is bigger than the [Replace at] value should be replaced.

The value of [Usage Counter] is the exact number of scanned sheets.



3. Replace the part.
Refer to the following:
Replacing the Roller Set.

REPLACING THE ROLLER SET

The Roller Set is made up of the brake roller and the pick roller. The procedure for replacing each roller is as follows.

1. Turn off the scanner power and wait for at least 15 minutes.
2. Unplug the power cable from the AC outlet.
3. Remove any documents from the ADF paper chute.
4. Pull the cover release catch toward you, place your hands at both sides of the LCD cover, and open the LCD cover.

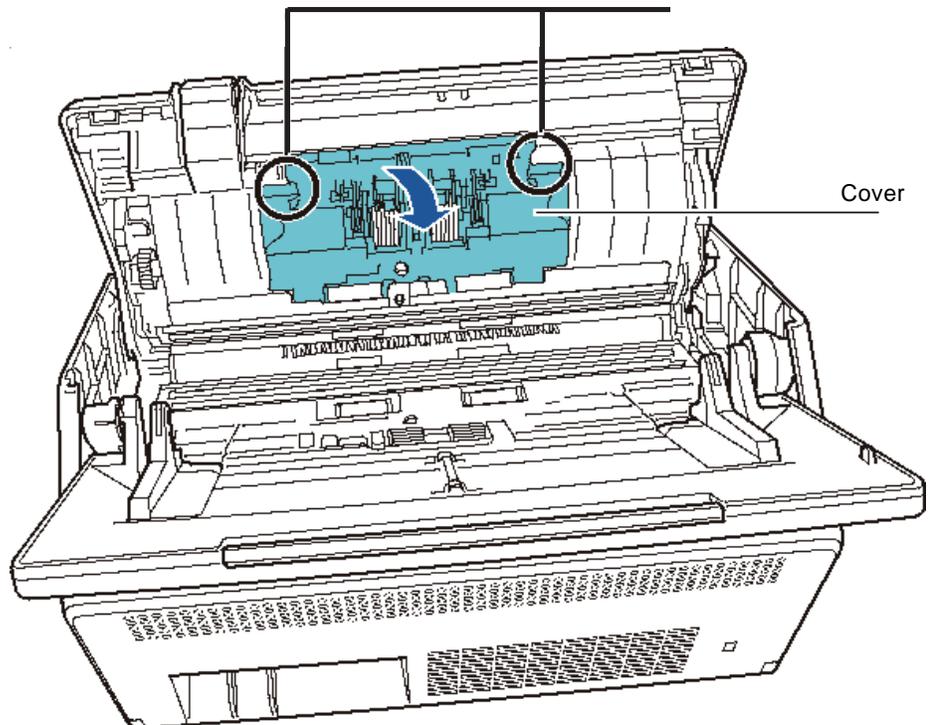


Be careful that the LCD cover does not shut on your fingers.

5. Replace the brake roller.

1. Open the cover of the brake roller.

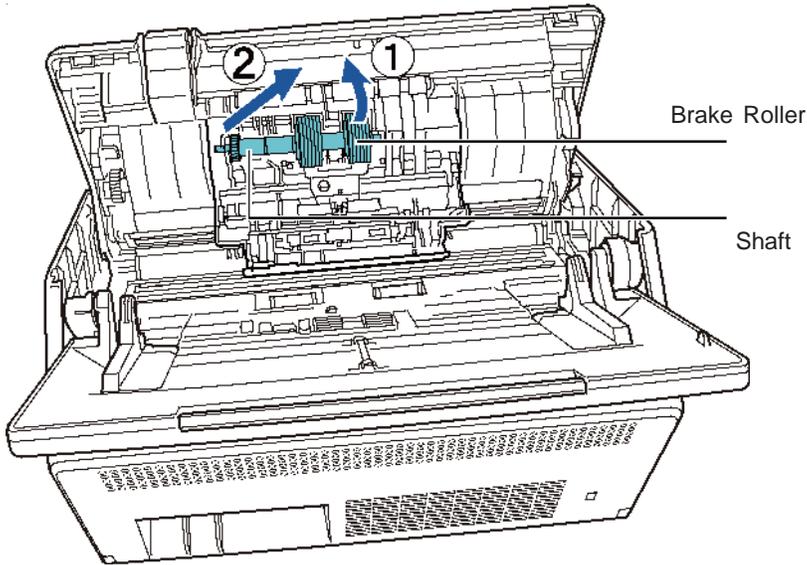
Hold both ends of the cover of the brake roller, and open it in the direction of the arrow.



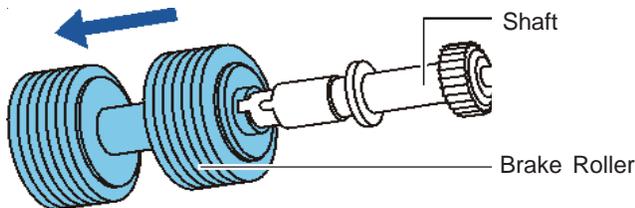
REPLACING THE ROLLER SET (CONT.)

2. Remove the shaft.

Lift the right side of the roller first, then pull out the shaft from the slot on the left.

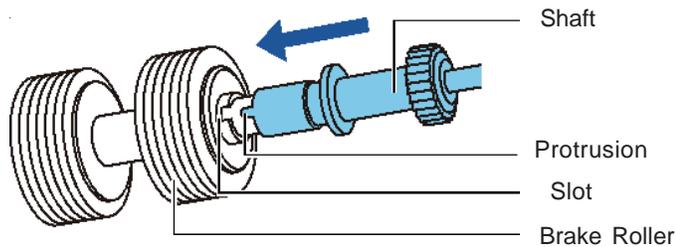


3. Remove the brake roller from its shaft



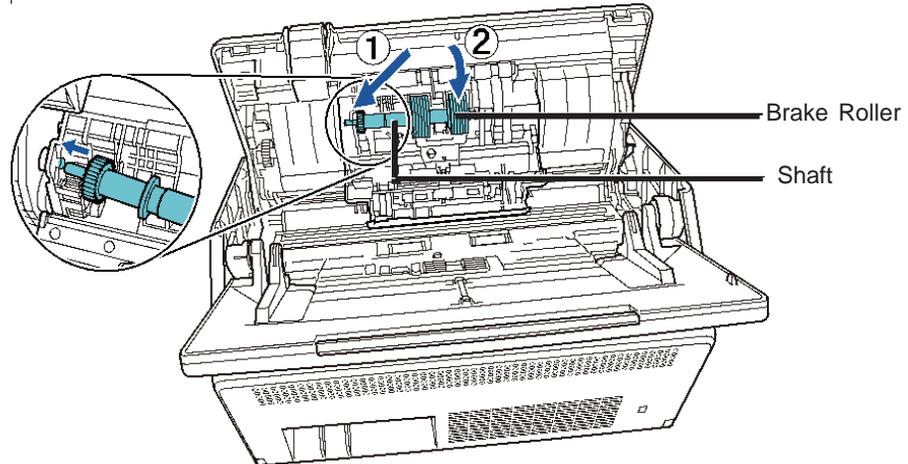
4. Attach a new brake roller on the shaft.

Insert the protrusion on the shaft into the slot.



REPLACING THE ROLLER SET (CONT.)**5. Install the brake roller with the shaft on the scanner.**

Fit the left end of the shaft in the slot, then install the rest of the shaft in place.

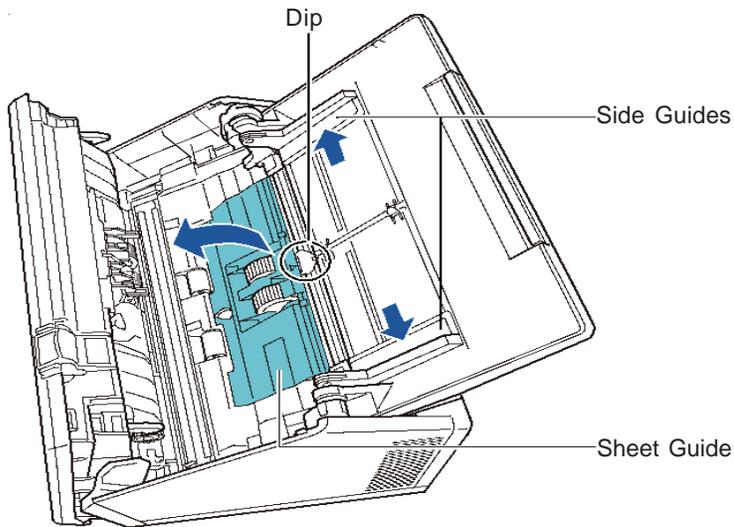
**6. Close the cover of the brake roller.****ATTENTION**

Make sure that the shaft is attached properly. If it is not correctly attached, document jams and other feeding errors may occur.

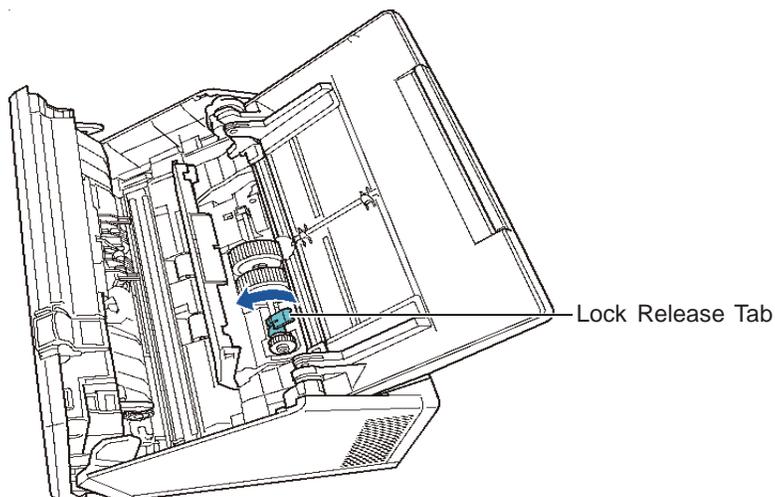
REPLACING THE ROLLER SET (CONT.)

1. Open the sheet guide.

Slide the side guides all the way, and pull the sheet guide open from the dip.

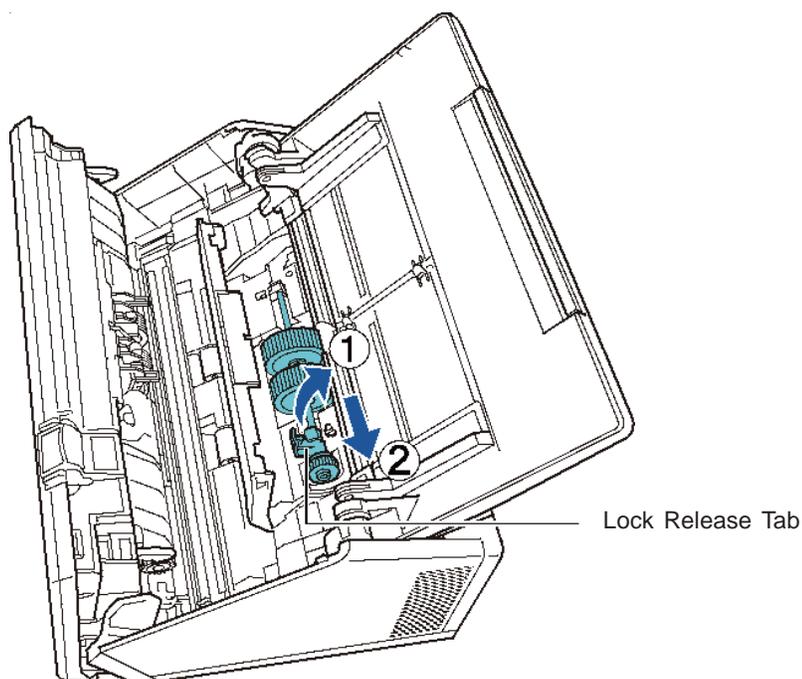


2. Rotate the lock release tab on the shaft in the direction of the arrow.



REPLACING THE ROLLER SET (CONT.)**3. Remove the pick roller.**

Slightly lift the Lock release tab of the shaft (by approximately 5 mm), slide the shaft to the direction of the arrow below, and lift it up all the way.

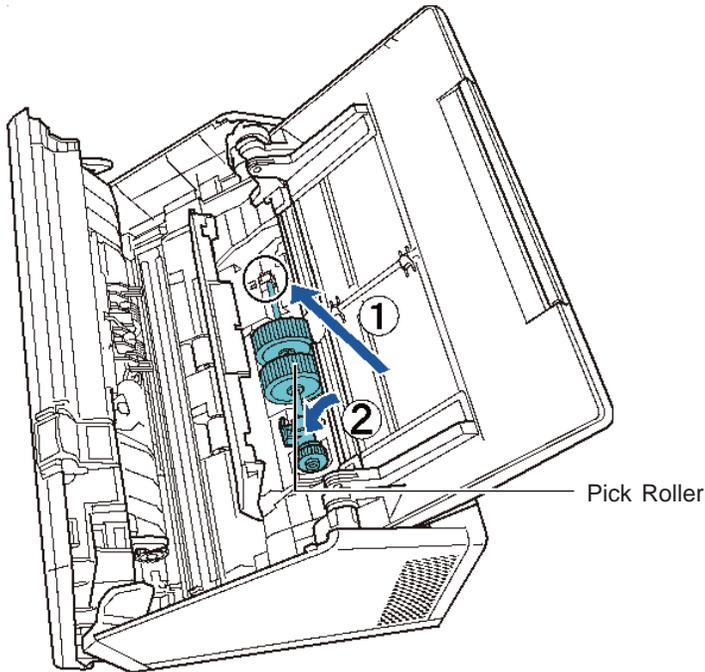
**ATTENTION**

Be careful not to touch the gear near the lock release tab on the shaft as it contains grease.

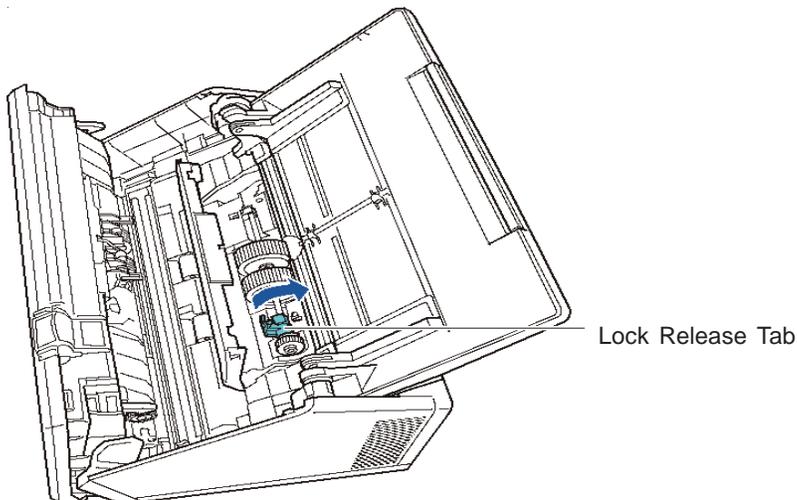
REPLACING THE ROLLER SET (CONT.)

4. Install a new pick roller on the scanner.

Insert the left end of the shaft into the slot of the scanner, and lower the other end gradually.



5. Rotate the lock release tab on the shaft in the direction of the arrow.



ATTENTION

Make sure that the pick roller is installed properly. Otherwise, paper jams or other feeding errors may occur.

REPLACING THE ROLLER SET (CONT.)

6. Close the sheet guide.

Make sure that both ends of the sheet guide are locked firmly.

7. Close the LCD cover.

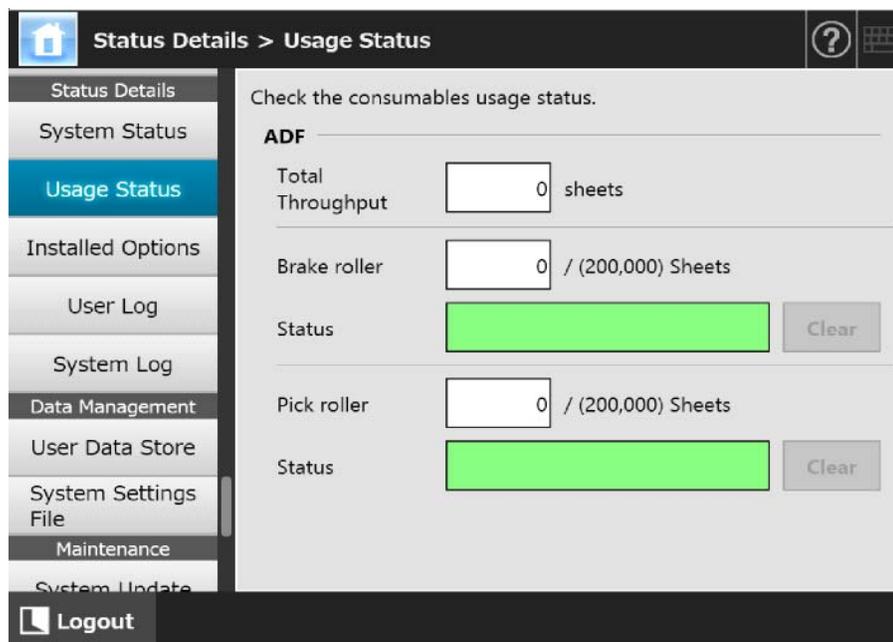
You should hear a click.



Be careful that the LCD cover does not shut on your fingers.

8. Connect the power cable, and turn on the scanner.

9. Reset the Roller Set usage counter.



After part replacement, the usage counter can be reset to return the part status to normal.

1. Select [Usage Status] under [Status Details].

The [Usage Status] window appears.

2. Press the [Clear] button for the part replaced.

The counter reset confirmation window appears.

3. Press the [OK] button.

CLEANING SUPPLIES AND PARTS TO CLEAN
Cleaning Supplies

Cleaning Supplies	Part No.	Remarks
Cleaner F1 	PA03950-0352	1 bottle (100 ml) Used to lightly moisten the cloths before wiping parts clean. When a large amount of the cleaner is used, it may take some time until it is dry. Use an appropriate amount to moisten the cloths. Also, wipe off Cleaner F1 well from the part with a dry cloth.
Cleaning Paper 	CA99501-0012	1 pack (10 sheets) Used with Cleaner F1.
Cleaning Wipe 	PA03950-0419	1 pack (24 sheets) Pre-moistened with Cleaner F1, Cleaning Wipes are used instead of moistened cloths.
CLEANING CLOTH (25/PK)	CG90000-120001	

Contact your FUJITSU scanner dealer or an authorized FUJITSU scanner service provider to obtain these products. For more details, refer to the following web page:

<http://www.fujitsu.com/global/about/resources/shop/computing/peripheral/scanners/>

Part to Clean	Cleaning Frequency
Brake roller	Clean after every 1,000 sheets are scanned.
Feed roller	
Eject roller	
Pick roller	
Idler roller	
Glass	
Ultrasonic sensor	

ATTENTION

Cleaning frequency may be increased depending on the condition of documents. When the following types of documents are scanned, the scanner parts need to be cleaned more frequently than indicated above.

- Coated paper
- Documents with large areas of printing
- Specially treated paper such as carbonless paper
- Paper containing large amounts of calcium carbonate filler
- Documents written in pencil
- Documents with insufficiently fused toner

Cleaning the Exterior of the Scanner

Cleaning the Scanner Body

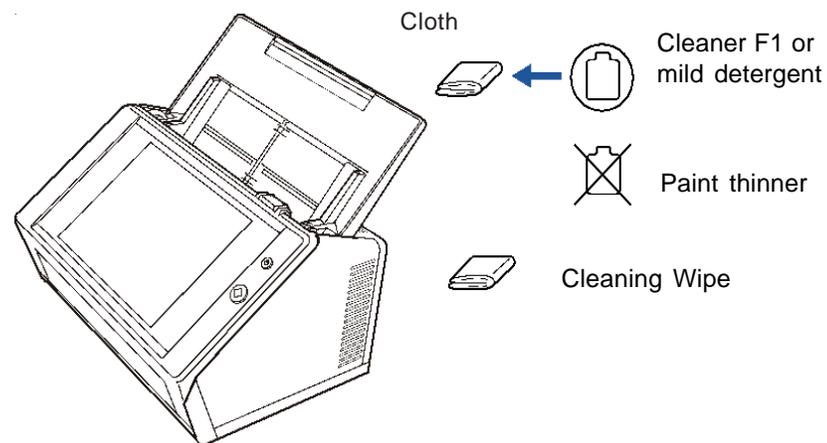
The scanner exterior (other than the touch panel), the ADF paper chute, and the stacker must be cleaned using a dry cloth or a cloth slightly moistened with Cleaner F1 or a mild detergent. Cleaning Wipes can also be used.

ATTENTION

Do not use paint thinner or other organic solvents. The shape or color may be changed.

Make sure that water does not get inside the scanner when cleaning.

When a large amount of Cleaner F1 or a mild detergent is used, it may take some time until it is dry. Use a small amount to moisten the cloths. Also, wipe off Cleaner F1 well from the part with a dry cloth.



Cleaning the Touch Panel

To prevent the touch panel screen from becoming dirty, it should be regularly cleaned with a soft, dry cloth.

Take care when cleaning the touch panel. It can be easily damaged, and should never be scratched or banged with hard objects.

ATTENTION

Do not wipe the touch panel with a damp cloth.

Dust on the panel surface may become stuck between the panel and frame, causing the touch panel to malfunction.

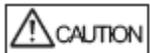
Cleaning Inside the Scanner

Clean the interior of the scanner with a cloth slightly moistened with Cleaner F1 or the Cleaning Wipe.

Scanning repeatedly may cause dust and paper dust to accumulate inside the scanner resulting in a scanning error.

As a guideline, the inside of the scanner should be cleaned every 1,000 sheets scanned.

However, this criteria varies according to the type of documents scanned. For example, it may be necessary to clean the scanner more frequently when documents with insufficiently fused toner are scanned.



The glass scanner windows inside the ADF can become hot when the scanner is used.

Turn off the scanner, unplug the power cable, and wait for at least 15 minutes before cleaning.

ATTENTION

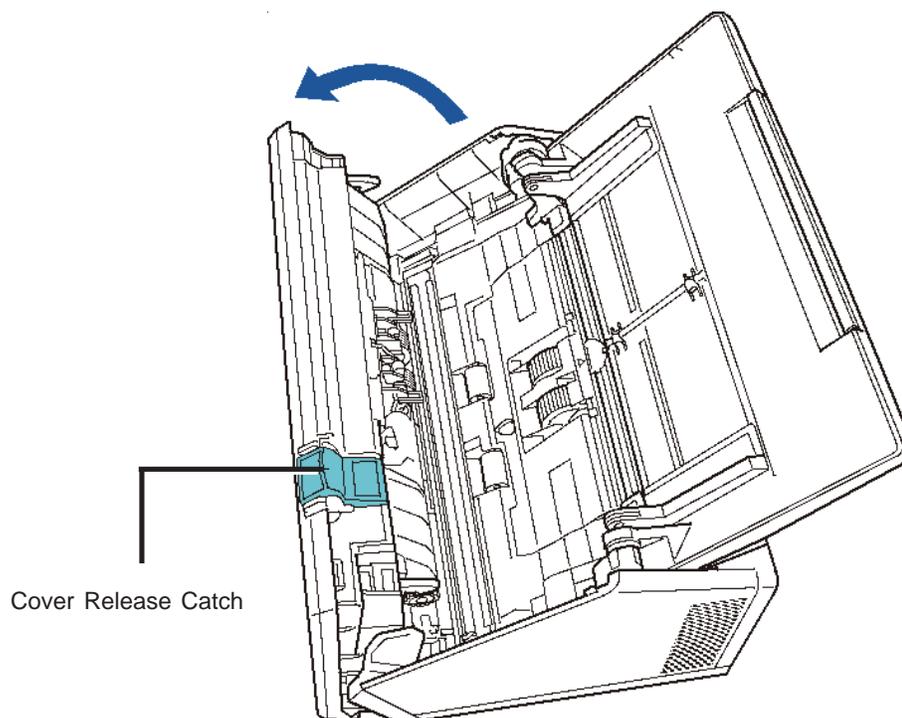
Do not use water or mild detergent to clean the inside of the scanner.

When a large amount of the cleaner is used, it may take some time until it is dry.

Use a small amount to moisten the cloths. Also, wipe off Cleaner F1 well from the part with a dry cloth.

Cleaning Inside the Scanner (cont.)

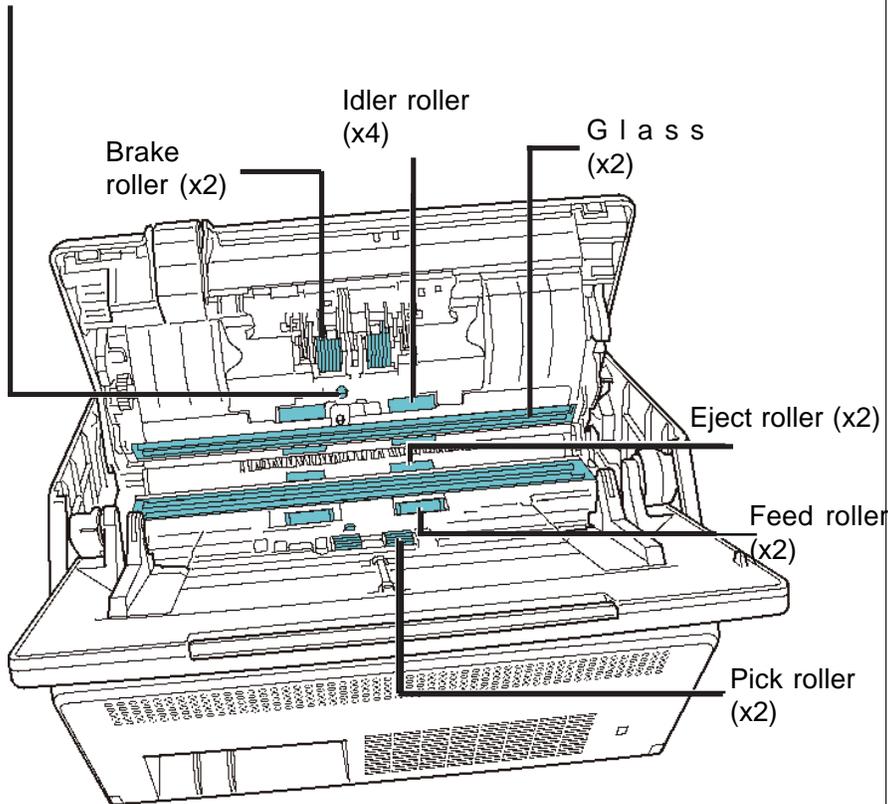
Pull the cover release catch toward you and open the LCD cover.



Be careful that the LCD cover does not shut on your fingers.

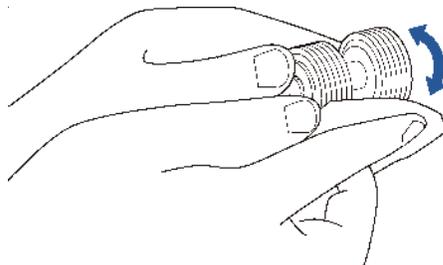
Clean the following parts with a soft cloth slightly moistened with Cleaner F1 or with the Cleaning Wipe.

Ultrasonic sensor (x2)
(Also on the ADF paper chute)



Brake roller (x2)

Remove the brake rollers from the scanner to clean.



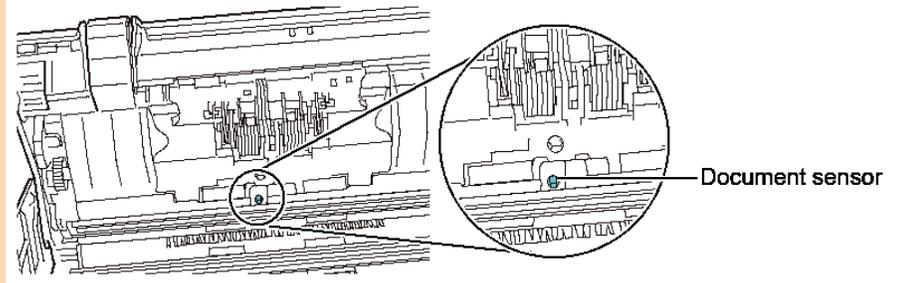
Gently wipe the dirt and dust off from along the slots on the surface of the brake rollers. Take care not to damage the soft rubber.

CLEANING INSIDE THE SCANNER (CONT.)**Ultrasonic sensor (x2)**

Clean lightly with a soft cloth to wipe their surfaces clean. If you have trouble wiping them with the cloth, use a cotton swab.

ATTENTION

Be careful when cleaning not to catch the cloth or the Cleaning Wipe in the document detection sensor.

**Idler roller (x4)**

Gently rotate the idler rollers by hand as you wipe them clean. Take care not to damage the soft rubber. The idler rollers should be cleaned carefully and thoroughly, as dirty idler rollers can adversely affect the paper pickup performance.

Glass (x2)

Clean lightly with a soft cloth to wipe their surfaces clean.

HINT

If the glass is dirty, a vertical line may appear on the scanned image.

Pick roller (x2)

Gently wipe the dirt and dust off from along the slots on the surface of the roller as you rotate it manually. Take care not to damage the soft rubber. The pick roller should be cleaned carefully and thoroughly, as a dirty pick roller can adversely affect the paper pickup performance.

Feed roller (x2) and eject roller (x2)

When cleaning, turn on the power and let the feed rollers and eject rollers rotate.

1 Connect the power cable, and turn on the scanner.

ATTENTION

The scanner needs to be on only when cleaning the feed rollers and eject rollers.

CLEANING INSIDE THE SCANNER (CONT.)

2 On the [Main Menu] or [Job Menu] window, press the [Maintenance] button.

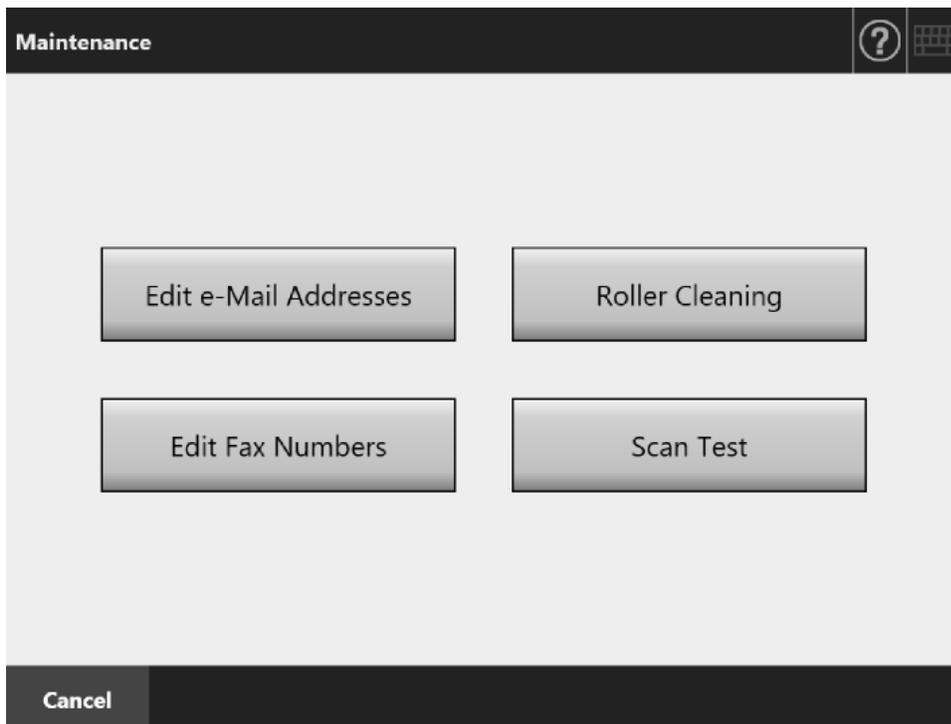
HINT

The [Maintenance] button on the [Job Menu] window can be shown by pressing .



The [Maintenance] window appears.

3 Press the [Roller Cleaning] button.

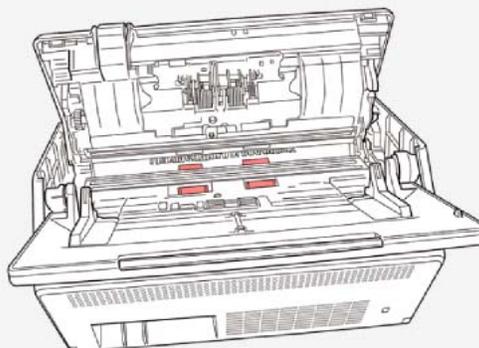


CLEANING INSIDE THE SCANNER (CONT.)

The [Roller Cleaning] window appears.

Roller Cleaning

Press the [Cleaning] button or the keyboard [C] key to step the feed rollers and eject rollers forward. Press the [OK] button after the feed rollers and eject rollers have been cleaned.



Cleaning

OK

4 Open the LCD cover.

5 Lightly press a soft cloth slightly moistened with Cleaner F1 or the Cleaning Wipe against the surface of the rollers.

6 Press the [Cleaning] button on the [Roller Cleaning] window.

When the button is pressed, the feed rollers and eject rollers rotate slightly.

Pressing the button continuously rotates the feed rollers and eject rollers for a fixed amount every few seconds.

Gently clean the rollers as you rotate them. Take care not to damage the soft rubber.

Stop pressing the button to stop the rollers rotating.

The pick rollers should be cleaned carefully and thoroughly, as black residue on the rollers can adversely affect the paper pickup

HINT

Pressing the [Cleaning] button seven times rotates the feed rollers and eject rollers approximately one complete revolution.

When Help is shown, close it before pressing the [Cleaning] button.

7 When you have finished cleaning the rollers, press the [OK] button, and close the [Roller Cleaning] window.

ATTENTION

When cleaning the feed rollers or eject rollers, be careful not to touch the rollers with your fingers while they are rotating.

Close the LCD cover.

You should hear a click.



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