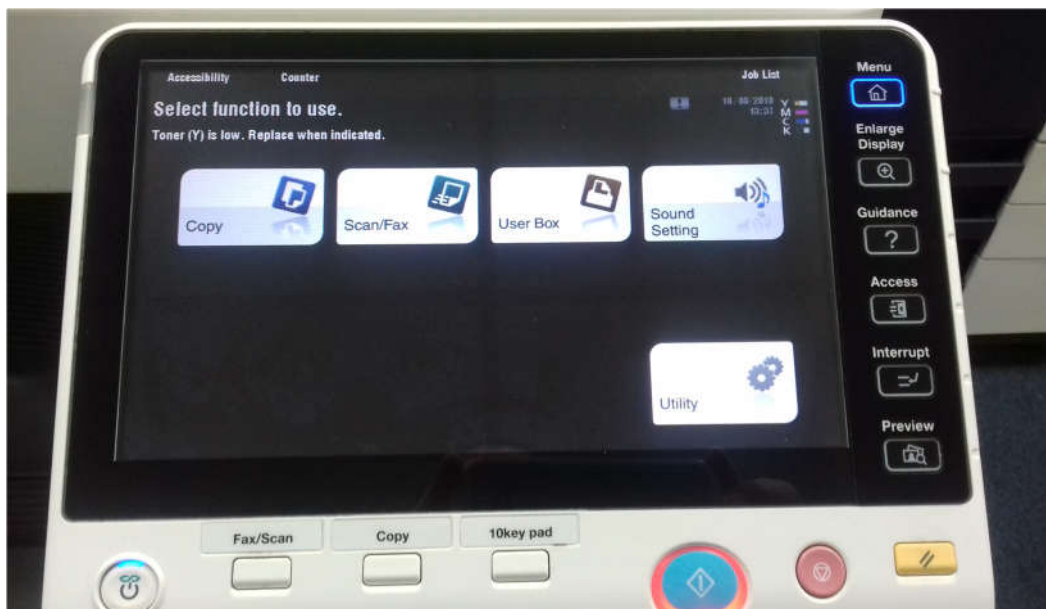


SOLUTIONS IN OFFICE EQUIPMENT TELECOMMS IT SERVICES TECHNOLOGY

How to default a 4 series and 8 series konica minolta to black and white.

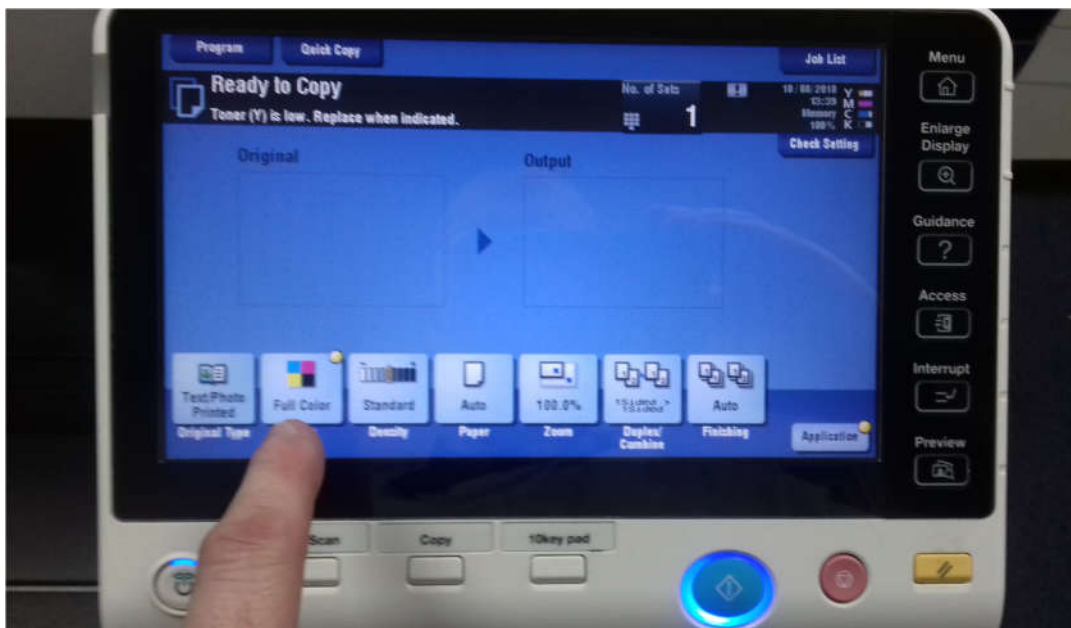
First go to home screen picture below.



Then tap on the copy tab
the screen below is what you will see.

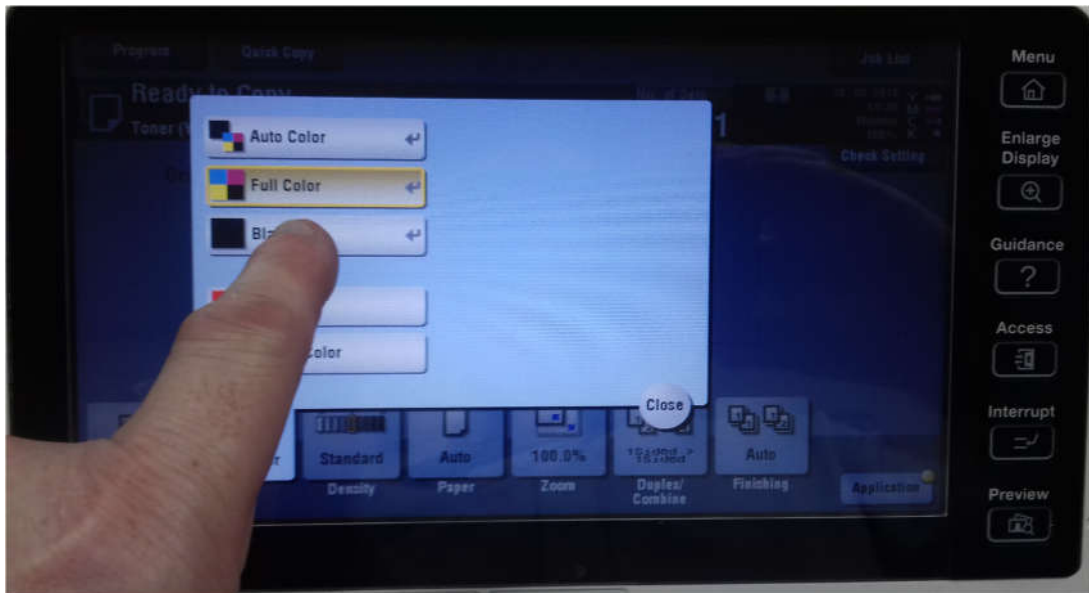


Then touch the color tab as seen below.



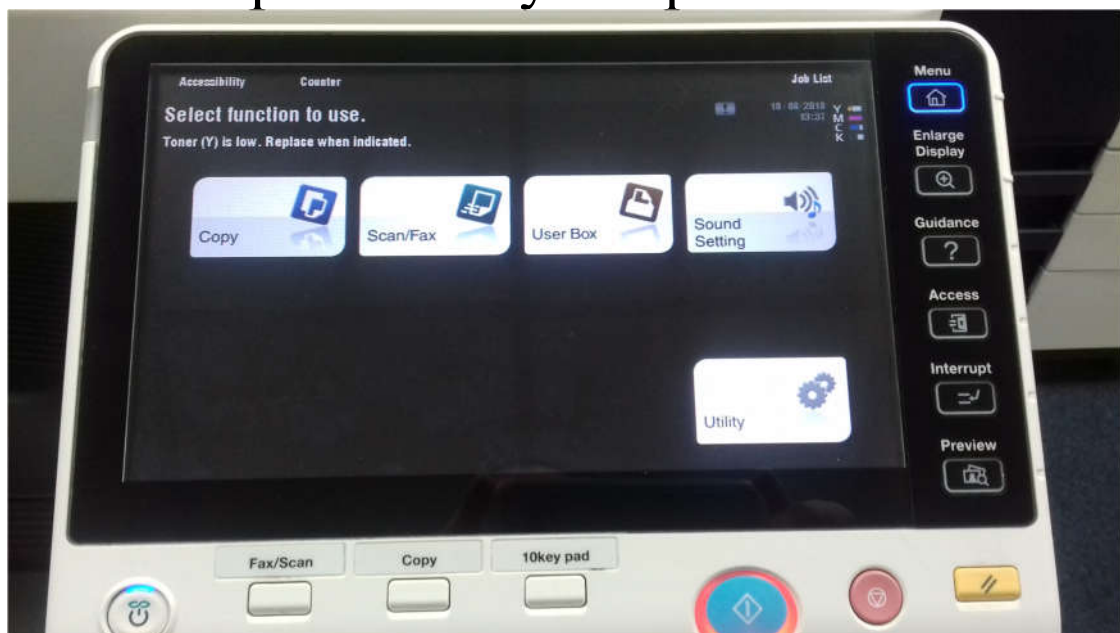
Then touch the the black tab.

See below.

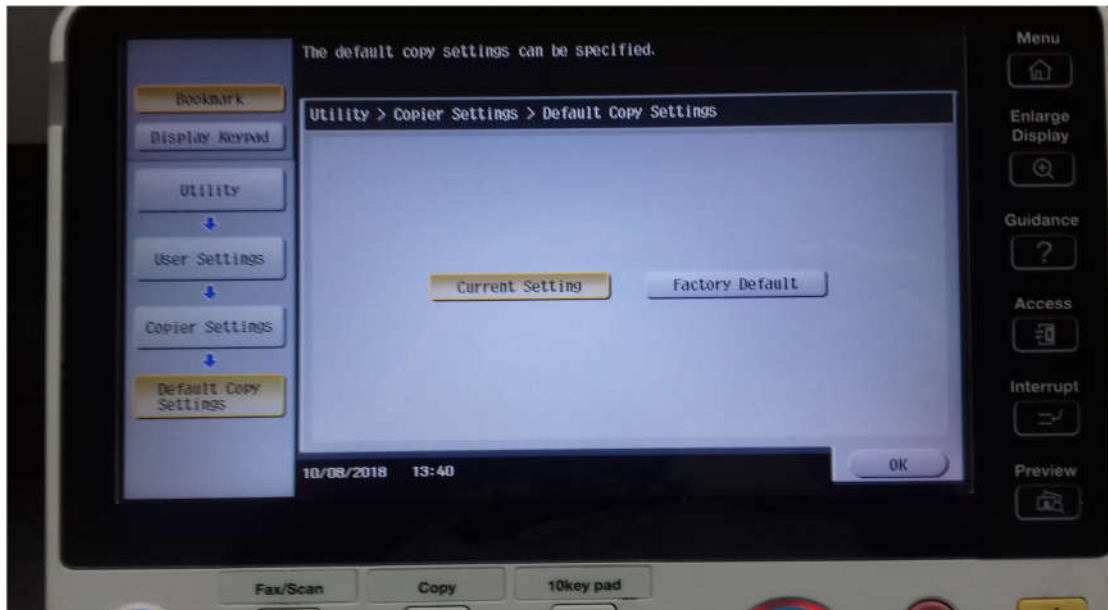


Then go to the home screen by pressing the top right hand side marked menu with a home sign.

Then press utility see picture below.



- 1 Then tap (utility)
- 2 then (user settings)
- 3 then (copier settings)
- 4 then (default copy settings)
- 5 then you will see below.



- 6 If the current setting tab is orange tap ok on the screen.

The above sequence 1 to 6 must be done quickly or it will time out.

Then press close till you see the home screen and your done, you will now see on the copy screen that the color tab is now black.