capsul

MB3300 MFP

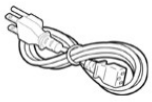
Quick Start Guide

GET IT READY

1 Unpack the MFP

Inside the box: the MFP, power cord, USB cable, and a CD with the driver and manual. Keep the box and packing for future moves.

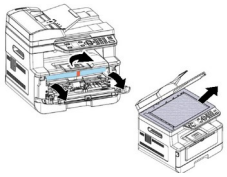

MFP

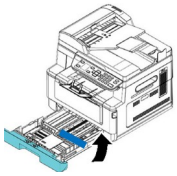

Power cord


USB cable

2 Remove the packing

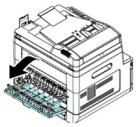
Remove the tape from the document feeder and the paper tray. Take out the packing inside the front cover and under the document cover.

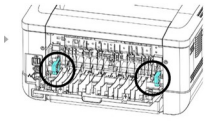

Front cover and scanner

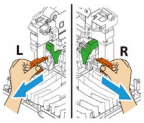

Paper tray

3 Remove shipping spacers

Open the rear cover and remove the orange spacer on each side of the paper path. They protect the MFP during shipping.


Open the rear cover


Find both spacers



Pull them out

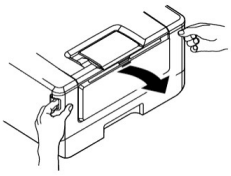
4 Get the toner ready

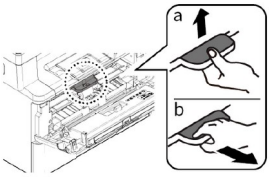
Open the front cover and pull out the drum and toner by its handle.

Remove the tape and label from the drum, and pull the toner's seal all the way out. Tilt the toner up and down, then side to side, 10 times.

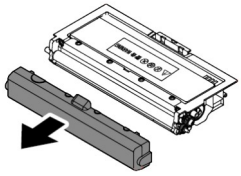
Click the toner into the drum, slide the assembly in, press the toner down, and close the cover.

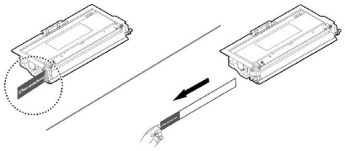
Careful: don't touch the drum's surface, and don't leave the drum out in the light for more than a few minutes.

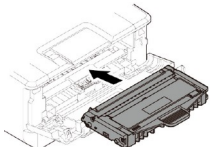

Open the front cover

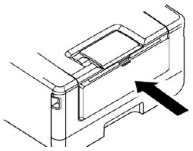


Pull out the drum


Remove the sheet

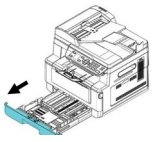

Pull out the seal

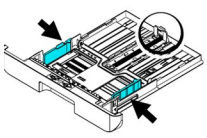

Slide it back in

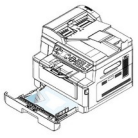

Close the cover

5 Load paper

Pull out the tray, slide the guides to your paper size, and load paper print side down. Push the tray back in and lift the paper stopper.


Pull out the tray

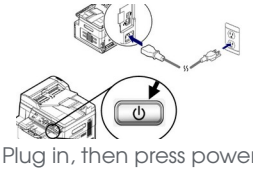

Set the guides


Load paper, push it in

6 Turn it on

Plug in the power cord and press the power button. Its light stays on while the MFP is on.

To turn it off, hold the power button for 3 seconds.


Plug in, then press power

Next: turn over to connect and print

Help and downloads: **capsuloffice.com/support**

capsul

MB3300 MFP
Quick Start Guide

CONNECT TO WI-FI AND PRINT

7 Connect to Wi-Fi from your phone

1. Find the MFP's network name next to the Wi-Fi symbol on its screen, or press Menu › Information › AP Mode SSID. It looks like PRT-53BEFD.
2. On your phone, open Settings › Wi-Fi and join that network. A "no internet" warning is normal.
3. Open your phone's web browser and go to 192.168.200.1.
4. Tap Properties at the top right, then Wi-Fi settings › Search AP. Choose your network, enter its password, and tap Connect. A notice that the wired network will turn off is normal.
5. The MFP's IP address appears on its screen. Switch your phone back to your usual Wi-Fi.

The MFP's setup page

192.168.200.1

Write your MFP's IP address here

Want pictures? The Wi-Fi Setup Guide is at capsuloffice.com/support.

8 Print. No driver needed.

Computers and phones on the same network print with what's already built in.

Windows

1. Open Settings › Printers & scanners.
2. Select Add device (Add a printer or scanner on Windows 10), then choose the Capsul MB3300.

Mac

1. Open System Settings › Printers & Scanners.
2. Click Add Printer, Scanner, or Fax, then choose the Capsul MB3300.

iPhone or iPad

1. Open the document, tap Share, then Print.
2. Choose the Capsul MB3300 and tap Print.

Android

1. Install Mopria Print Service from Google Play.
2. Choose Print in your app, then pick the Capsul MB3300.

9 Other ways to connect

Network cable

Plug a cable from your router into the LAN port on the back. The IP address shows on the screen once it connects.

USB cable

For one computer. Install the driver first, and plug in the cable only when the installer asks for it.

Driver (optional)

Only needed to scan to your computer or to print over USB. Download it from the support site below.

Drivers, the full user manual, and help: **capsuloffice.com/support**

Everything you need, nothing you don't.

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