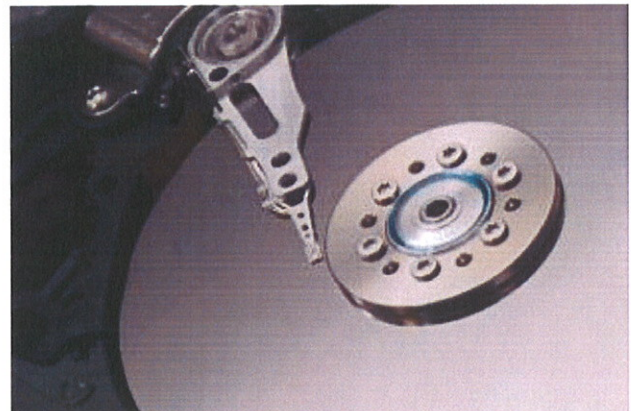


Hard Disk Drive Format Technology

Procedures for imageRUNNER, imageRUNNER ADVANCE and imagePRESS Devices

**Learn how to remove user data from the imageRUNNER, imageRUNNER ADVANCE
& imagePRESS Devices
prior to end of lease or reallocation of device to new location**

The imageRUNNER, imageRUNNER ADVANCE and imagePRESS devices that contain hard disk drives come standard with the Hard Disk Drive Format feature (see supported device list on the following page). The Hard Disk Drive Format feature assists customers in complying with applicable regulations or internal corporate policies which may require the overwriting of sensitive data prior to equipment removal.



The standard Hard Disk Drive Format feature will perform a one-pass overwrite of customer data areas on the hard disk. The Hard Disk Drive Format feature may be enabled by a system administrator. When the device is equipped with an optional HDD Data Erase kit, the Hard Disk Format feature can be configured to erase data with a three pass overwrite with random data. The configuration of the overwrite mode is selectable by an administrator in the Systems/Settings menu. On the imageRUNNER ADVANCE devices, the optional HDD Data Erase kit also includes an additional choice to perform a DoD 5022.22M compliant 3-pass overwrite.

It is recommended that the HDD Format feature be used by the customer to overwrite all customer data from the device hard disk drive prior to removing the device from the customer location. The HDD Format procedure is initiated by selecting the “Initialize All Data/Settings” option within the System/Settings menu for the

imageRUNNER/imagePRESS devices and Settings-Registration menu for the imageRUNNER ADVANCE. The data that this procedure overwrites includes contacts from the address book, data in Mail Boxes, data in Advanced Boxes for the imageRUNNER ADVANCED, and all other customer data and settings. It not only deletes the File Allocation table (FAT) associated with all user areas on the disk, but it also overwrites all user data areas on the hard disk [see list below for a listing of items overwritten].

Overwritten Data after invoking the HDD Format (Initialize All Data/Settings) feature:

- Data stored in Mail Boxes and Advanced Box (for imageRUNNER ADVANCE)
- Data stored in Fax/I-Fax Inbox (Confidential Fax Inbox/Memory RX Inbox)
- Address data stored in the Address Book
- Scan settings registered for the Sending function
- Mode Memory settings registered for the Copy or Mail Box function
- MEAP applications and license files
- Data saved from MEAP applications
- The password for the SMS (Service Management Service) login service of MEAP
- User authentication information registered in the Local Device Authentication system of SSO-H (Single Sign-On H)
- Unsent documents (reserved documents and documents set with the Delayed Send mode)
- Job history
- Settings/Registration settings
- Forms registered for the Superimpose Image mode
- Registered forwarding settings
- Key Pair and Server Certificate registered in [Certificate Settings] in [Device Management] in Management Settings (from the Settings/Registration screen)

This procedure may be performed only under the password protected System Manager login. A detailed set of instructions is provided below to assist the customer and/or service technician in activating the HDD “Initialize all Data/Settings”.

HDD Format Feature (Initialize All Data/Settings) is supported by the following Devices:

imageRUNNER

iR 105+ / 9070/ 8070/ 6570/ 5570/ 5070/ 4570/ 3570/ 2870/ 2270 / iR 7105/ 7095/ 7086/ 5075/ 5065 / 5055/

5050/3245/3235/3230/3225/3045/ 3035/ 3030/ 3025 / iR C5068/ C5058/ C6870U/ C5870U/ C3170U/ C3170i /
CiR C5185/ C5180/ C4580/ C4080/ C3480/ C3380/ C3080/ C2880/ C2550

imageRUNNER ADVANCE

C9075 PRO / C9065 PRO / 8000 Series / C7065 / C7055 / 6000 Series / C5051 / C5045 / C5035 / C5030

imagePRESS

C7000VP/C6000VP/C6000/1135P/1125P/1110P/1110S/C1/C1+

Additional Information on Data and Settings Backup:

Back up any necessary data before initiating the “Initialize All Data/Settings” procedure on the machine.

You can back up the following data:

- Address Book, Additional Functions Settings, Forwarding Settings, and User Inbox Document Data, Advanced Box Data (for imageRUNNER ADVANCE) (For information on exporting this data, see the Remote UI Guide.)
- License files for MEAP applications (For information on downloading license files, see the MEAP SMS Administrator Guide.)
- User authentication information registered in SDL (Simple Device Login)
- User authentication information registered in the Local Device Authentication System of SSO (Single Sign-On) (For information on exporting authentication information, see the MEAP SMS Administrator Guide.)
- Settings which can be sent using the Device Information Delivery mode (Can only be backed up if you have another imageRUNNER / imagePRESS machine with the Device Information Delivery mode. It is not necessary to back up this data if you want to use the data already registered in the other imageRUNNER / imagePRESS device. (For more information on the Device Information Delivery mode, see the Device Product Reference Guide.)
- Data saved from MEAP applications Depending on the MEAP application, you may be able to back up this data. (For more information, see the MEAP SMS Administrator Guide.)

The instructions below outline the procedures to properly perform an “Initialize All Data/ Settings” on a supported device:

Procedure to Initialize All Data/Settings

(WARNING: DATA WILL BE ERASED. Before using the 'Initialize All Data/Settings' feature, make sure that the data you are erasing is no longer needed or is backed up. Canon will not be liable for any damages resulting from the loss of data. This procedure will not erase documents or data stored outside of the imageRUNNER / imagePRESS hard disk drive.)

Step 1 for imageRUNNER/imagePRESS

On the imageRUNNER/imagePRESS Device (see above for supported devices), press the Additional Functions key, then select the System Settings button. (If assigned, you will need to enter the administrator password to access this menu), then select Initialize All Data/ Settings. When prompted to confirm if you want to proceed with this procedure, press YES. (It may take up to 30 minutes to initialize the hard disk and overwrite the user partition)

Step 1 for imageRUNNER ADVANCE

On the imageRUNNER ADVANCE Device (see above for supported devices), press the Settings / Registration key, then, select the Management Settings. Under Management Settings select Data Management then select Initialize All Data/Settings. (The default overwrite setting is once with Null data. If the optional data erase kit is installed, the administrator can set the number of overwrites at up to three times.). When prompted to confirm if you want to proceed with this procedure, press YES. (it may take up to 30 minutes to initialize the hard disk and overwrite the data.)

Step 2 for all supported devices

After the Hard Disk is initialized, press the main power switch to OFF.