

UNIVERSAL DESIGN GUIDE

PROVIDING ACCESSIBLE SOLUTIONS



Canon takes great care to consider *all* its customers when providing products and services.

Since its founding, Canon has been dedicated to the development of technology that helps improve and enrich people's lives based on its corporate philosophy of *Kyosei*, which Canon defines as...

“All people, regardless of race, religion, or culture, harmoniously living and working together into the future.”


In this spirit, Canon seeks to provide easy access for a wide range of users through Universal Design.

By means of extensive research and innovation, Canon strives to anticipate and help limit barriers that users may encounter when using its products. This enables more users to benefit from Canon technology.

Canon's ideas about Universal Design—as well as its efforts to realize them—are introduced in this guide.*



* Some product features and/or functions described in this guide may require optional equipment or may only be available for certain imageRUNNER ADVANCE models. Please check with Canon or your local Canon Authorized Dealer for more details.



Developing Network Multifunction Devices Through Comprehensive Universal Design Research

Canon strives to create user-friendly products with functionality, operability, and convenience in mind. To help achieve this, Canon has adopted a Universal Design approach. This guides product creation—from design stage through to final production—all from a customer's viewpoint.

By observing people's normal activities before, during, and after using its products, Canon is able to uncover a variety of issues that would remain unseen by merely looking at a device.

In pursuit of an amazing, easy-to-use office network multifunction device, the company launched the imageRUNNER ADVANCE Series, leveraging its accumulated knowledge in Universal Design.



Designing Products That are Easy to Use and Understand

Universal Design considers the way people use a product. Canon considers the different conditions of its customers and develops its products so they're easy to use for as many people as possible.

Canon has incorporated an array of functions into the imageRUNNER ADVANCE Series that focus on prioritizing ease of use.

Please note that the icons that follow are used to show which functions of the imageRUNNER ADVANCE Series help address the issues described.

THE BODY AND MOVEMENT



Difficult to reach

People who use wheelchairs and/or persons of shorter stature may have trouble reaching what they need. It's important that the device operation can be within reach.



One hand only

In the office, people hold documents with one hand and make copies or scans with their other hand. For those with missing or injured hands, it's important to be able to operate the device with only one hand.



Use of a walking aid

For those who use canes or have injuries or limited use of their lower extremities and need to use crutches, it's important to enable device operation with one hand.



Cannot use fingers

Some people may have injured or missing fingers. That's why device operation shouldn't be too demanding nor should job programming require the pressing of many buttons.



Limited strength

People have varying levels of physical strength in their upper and lower extremities. Opening and closing certain access areas on multifunction printers and copiers must be easy and require minimal effort.

EMOTIONS



Awareness of others

Long lines of people waiting as you perform job tasks at the device can cause tension. The limitation of emotional tension while working is important to help maintain productivity in the workplace.



Frustration

Investing much time and not getting the desired results from your work is frustrating. Easy-to-understand device operation panels, drivers and utilities, and instruction manuals are needed to support all functions.

SIGHT AND HEARING



Blurred vision

People with weak vision need operation panels that are easy to see. It also helps to have procedures that don't rely solely on vision.



Low vision

The operation panel of a multifunction device can be difficult to see in low light or in direct sunlight near a window. Innovations are needed to make viewing easier.



Difficulty viewing small text and numbers

It's helpful for operation panels to have large text so people with poor vision, can use them with little trouble.



Cannot visually differentiate

Some people have color blindness and cannot distinguish certain colors. It can also be difficult for people to differentiate words within a long list.



Hearing difficulty

Anyone can have trouble hearing small sounds in a noisy environment. There are also people with poor hearing or complete loss of hearing. Volume adjustment and innovations other than using sound are helpful to communicate with the user.

COGNITION



Cannot easily remember

Some people are unable to recall how to use a product, despite previous experience. Unfamiliar words and instructions can cause perplexity and stress for some.



Learning difficulties

Complex systems can be difficult to understand. It's hard to remember information if users don't understand the context. Therefore, it's helpful to devise products that can be operated intuitively, with little or no learning required.



Unclear cause-and-effect relationships

Some people become stressed when they don't understand how something happened. To help limit such situations, solutions are needed to easily show and describe cause-and-effect relationships.

Providing Accessible Solutions

Innovations of the imageRUNNER ADVANCE Series that help promote access to technology.



Voice Guidance and Voice Operation Kits[^]

On certain imageRUNNER ADVANCE models* users can manually navigate the operation panel and perform basic functions such as copy, scan,** and fax by listening to audible instructions and using a keypad.

They can also perform some basic copy functions[†] through voice input by using the Voice Operation Kit. This can help people with poor vision or those who may have problems using the touch-panel.

Voice Operation Kit is shown.

[^] Voice Operation Kit and Voice Guidance Kit are two separate options.
^{*} Not compatible with uniFLOW or MEAP applications; ask your local Canon Dealer for details. See back page for compatible devices.

^{**} Email must be set up as a "favorite" button in advance in order to scan to email.
[†] The Voice Operation Kit cannot be used to perform fax, print, or scan functions.

Easy-to-Hear Notifications



Entry Tone
Pressing Keys
(Single "beep" sound)

Extra Warning Tone
Paper jam or replace toner
(Continuous "beep" sound)

Users can differentiate between the urgency of the notifications, because of the different tones used to indicate the device status. This can be helpful for those who may have problems with vision.

Volume Adjustment



The volume adjustment screen is accessed simply by pressing a button. This is useful to quickly lower or raise the volume for incoming faxes, etc.



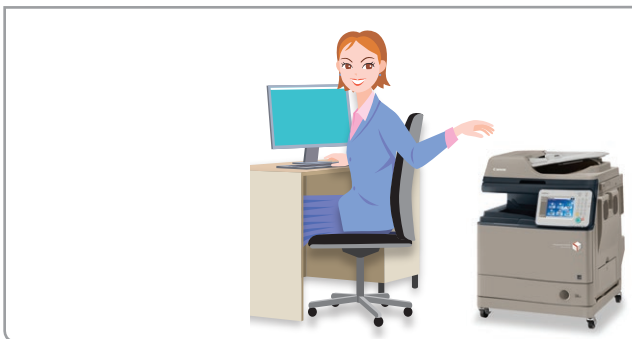
ADF Access Handle



People who use wheelchairs can easily close the Automatic Document Feeder (ADF), while in a seated position, with a handle allowing them to better reach the feeder.



Base Plate with Casters



An imageRUNNER ADVANCE system* can be set on a base plate with casters. This helps to lower the height of the device so one can perform operations while sitting at his or her desk.

*Only available for imageRUNNER ADVANCE 500iF/400iF.



Easy-to-Access Main Power Switch



The main power switch is on the front of the device for easy accessibility. And a protective cover helps prevent someone from unintentionally pressing the switch.

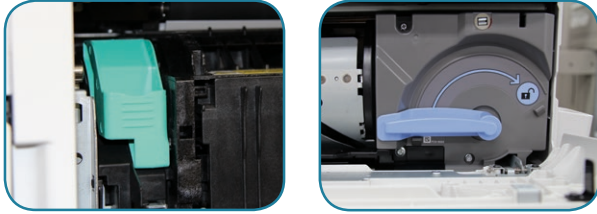


Color Perception



Canon chooses colors for the operation panel, labels, and interior levers with consideration for people who see them differently. The colors selected are based on what most users can distinguish visually.

Distinguishing Shapes and Colors of Levers

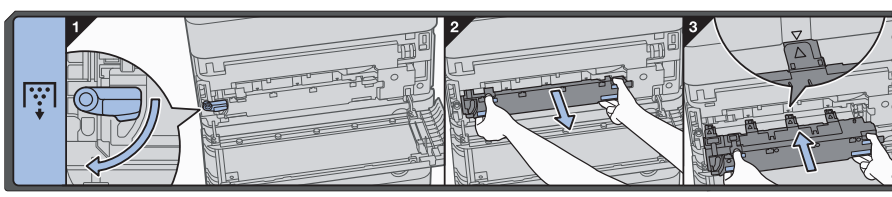


Levers to open and access potential paper jam areas are green while handles for replenishing consumables are blue. All levers are large so they stand out clearly and are easy to grip. They also have built-in safety features.

Visual Instructions



Visual illustrations are placed near the levers and have the same colors, so that what needs to be done can be clear and easy to understand.



Easy-to-Read Operation Panel



The large, bright, full-color touch-panel provides easy readability. Large text on the operation panel is easy to distinguish and read. Common buttons have distinct colors and bumps that can be understood by touch. Concave keys are easy to press.

Beginning with third generation imageRUNNER ADVANCE models, "flick" and "pinch" features allow users to switch pages and scroll lists by swiping their finger up/down and left/right. The Main Menu and function screens can be enlarged by using two fingers. Users can zoom in and out of documents in the preview screen.

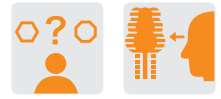


Pinch



Flick

Reversed Display



The touch-panel display can be “reversed” to allow light-colored characters to be shown on a darker background. This provides clarity and contrast for users with certain visual impairments.

Braille Labels



Transparent peel-and-stick Braille labels can be attached to the operation panel to help users identify hard keys and common areas on the device.

Adjustable Operation Panel



The angle and position of the operation panels can be adjusted on most imageRUNNER ADVANCE models. This helps people who may have trouble reaching the device, such as those in wheelchairs, to operate it easily. This also helps reduce glare on the screen for better viewing.

Tilt

Adjustable Upright

Easy Paper Jam Clearance



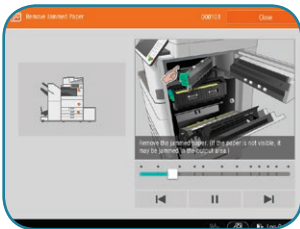
Doors open wide for easy access to clear jammed paper. All the doors are designed to be easily opened with little effort.

Easy Toner Bottle Replacement



The imageRUNNER ADVANCE Series feature toner bottles that were designed to be replaced using one hand. Certain models allow changing toner bottles on the fly for better productivity for certain color models.

Easy-to-Understand Explanations



Removing jammed paper or replacing consumables can be accomplished simply by following the animated instructions or video explanations on the screen.

Easy Paper Replacement



Paper drawers can be opened with minimal effort. Side guides in the drawers can be adjusted with only one hand, and the device can automatically detect the paper size that's been loaded in the drawer to help save time.



ID Card for Printing



The imageRUNNER ADVANCE Series models can work with ID cards to manage device access. Print jobs can be stored and then printed after logging in with an ID card. This can aid in keeping important information safe and helps people with poor vision to identify and pick up their own printouts.



Job Done Notice



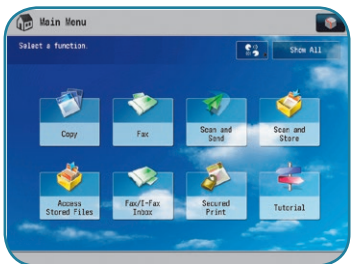
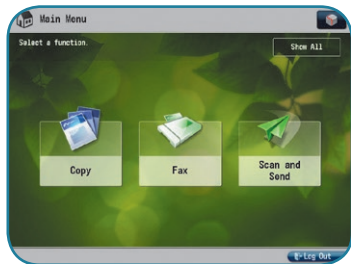
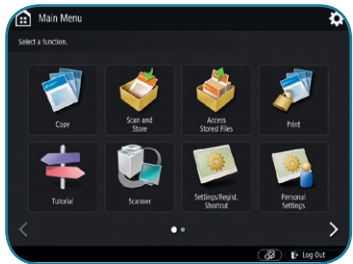
The device can send email notifications to a compatible mobile phone or computer to confirm when copy, fax, or scan transmissions are completed. If your computer uses screen reading software it can read the email out loud as an audible announcement of finished jobs.



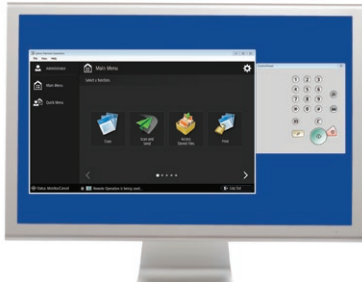
Customizable Menus/One-Touch Operation

The touch-panel can be customized to help make popular functions easier to find. This helps to simplify operation and key location as well as to help improve productivity.

Combinations of settings can be registered as a single button on the touch-panel. This can help reduce workload when used for common settings. Customized menus and the menu background can be linked to individual users.



Remote Operator's Software



The operation panel and touch-screen can be emulated on a computer screen. This allows users with limited mobility to access and operate system functions from anywhere via a network-connected computer. This software is not screen reader compatible.

Remote UI



By using a standard Web browser, authorized users can easily check information such as job progress and remaining toner and paper, register destinations, and change settings, helping to spend less time at the device.



Easy Access from Mobile Devices



With a variety of applications compatible with certain iPhone, iPad, and Android devices, all of which are used in a range of business situations, users can easily perform print and scan operations. In an environment without wireless LAN, direct connection with an MFP device allows users to print documents from their compatible mobile device with the Canon PRINT Business app and also access data scanned using an MFP device from their mobile device.



Detection of Originals Left in ADF



On most imageRUNNER ADVANCE models, if the originals have been forgotten in the Auto Document Feeder (ADF) and should be removed, an LED light flashes to notify users.

If the originals have been left on the platen glass, an on-screen indicator is displayed and the device beeps.

Part of the feeder has been built with transparent material to make it easier for users to see whether any scanned originals remain in the feeder.



Multiple Language Support



The on-screen language can be switched to accommodate different languages spoken in the workplace. Available languages include English (U.S.A.), English (UK), French, Italian, German, and Spanish.

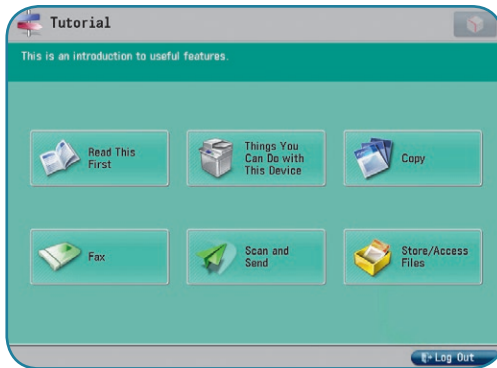
With My ADVANCE, personalization features can be used if the device is configured with an authentication solution. Users can choose to have the UI display in their preferred language, which will be displayed each time that user logs in.



Accessing Operator Instructions

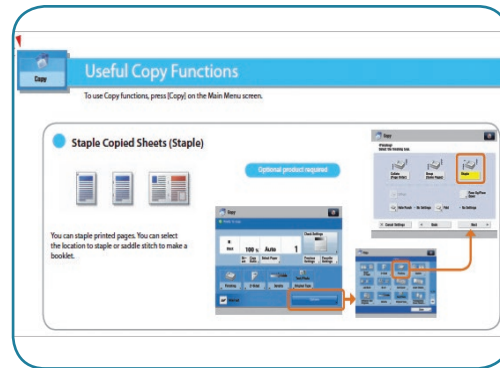


Canon provides easy-to-use operating instructions for end users in several formats.



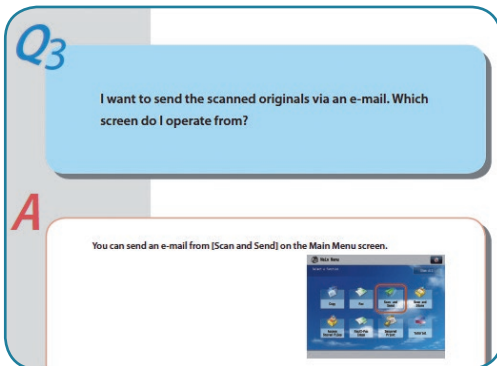
Help Keys and Tutorials for Useful Functions

The main functions can be checked on the touch-screen at the device.



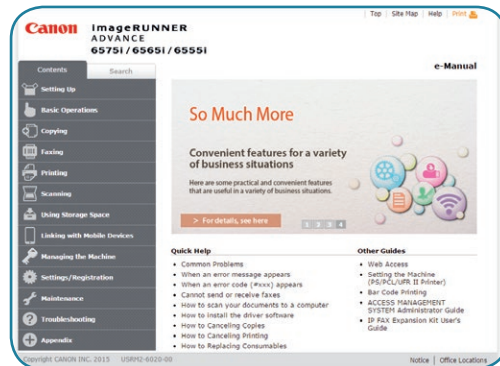
Quick Reference

The main functions can be checked in product manuals, which are available in paper-based and electronic formats.



Frequently Asked Questions (FAQs)

Descriptions of problems that often occur are available as FAQs.



Full-text Search in Manuals

Desired functions can be found using a full-text search function with HTML format manuals.



Products and Their Features

FEATURE		imageRUNNER ADVANCE							
		C355iF/ C255iF	500iF/ 400iF	C3500 Series	4500 Series	C5500 Series	6500 Series	C7500 Series	8500 Series
1	Voice Guidance	N/A	N/A	Optional	Optional	Optional	Optional	Optional	Optional
2	Voice Operation	N/A	N/A	Optional	Optional	Optional	Optional	Optional	Optional
3	Easy-to-Hear Notifications	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
4	Volume Adjustment	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
5	ADF Access Handle	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional
6	Easy-to-Access Power Switch	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
7	Color Perception	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
8	Shapes and Colors of Levers	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
9	Visual Directions	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
10	Easy-to-Read Operation Panel	Standard	Standard*	Standard	Standard	Standard	Standard	Standard	Standard
11	Reversed Display	Standard	Standard**	Standard	Standard	Standard	Standard	Standard	Standard
12	Braille Labels	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional
13	Adjustable Operation Panel	Standard	Standard	Standard	Standard	Standard	Optional***	Optional***	Optional***
14	Easy Paper Jam Clearance	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
15	Easy Toner Bottle Replacement	Standard	Standard	Standard	Standard	Standard [▲]	Standard	Standard [▲]	Standard
16	Easy-to-Understand Explanations	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
17	Easy Paper Replacement	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
18	ID Card for Printing	Optional	Optional	Optional	Optional	Optional	Optional	Optional	Optional
19	Job Done Notice	Standard	N/A	Standard	Standard	Standard	Standard	Standard	Standard
20	Customizable Menus/One-Touch Operation	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
21	Remote Operator's Software	Standard	Optional	Standard	Standard	Standard	Standard	Standard	Standard
22	Remote UI	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
23	Easy Access from Mobile Devices	Standard	Standard [■]	Standard	Standard	Standard	Standard	Standard	Standard
24	Detection of Originals Left in ADF	Standard	N/A	Standard	Standard [†]	Standard	Standard	Standard	Standard
25	Multiple Language Support	Standard	Standard**	Standard	Standard	Standard	Standard	Standard	Standard
26	Help Key and Tutorials for Useful Functions	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
27	Quick Reference	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
28	Frequently Asked Questions	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard
29	Full-text Search in Manuals	Standard	Standard	Standard	Standard	Standard	Standard	Standard	Standard

* "Flick and Pinch" not supported.

** My ADVANCE personalization not supported.

*** It's possible to adjust the angle of the operation panel with the addition of an optional upright panel.

▲ "Easy Toner Bottle Replacement" features toner cover auto-open capability.

■ "Direct Connection" not supported.

† "Detection of Originals Left in ADF" not available on DADF.



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