

[Basics](#)[Copying](#)[Printing](#)[Scanning](#)[Faxing](#)[Troubleshooting](#)[Index](#)

Edition: June 2002

The following paragraph does not apply to any country where such provisions are inconsistent with local law: LEXMARK INTERNATIONAL, INC., PROVIDES THIS PUBLICATION "AS IS" WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Some states do not allow disclaimer of express or implied warranties in certain transactions; therefore, this statement may not apply to you.

This publication could include technical inaccuracies or typographical errors. Changes are periodically made to the information herein; these changes will be incorporated in later editions. Improvements or changes in the products or the programs described may be made at any time.

Comments about this publication may be addressed to Lexmark International, Inc., Department F95/032-2, 740 West New Circle Road, Lexington, Kentucky 40550, U.S.A. In the United Kingdom and Eire, send to Lexmark International Ltd., Marketing and Services Department, Westhorpe House, Westhorpe, Marlow Bucks SL7 3RQ. Lexmark may use or distribute any of the information you supply in any way it believes appropriate without incurring any obligation to you. You can purchase additional copies of publications related to this product by calling 1-800-553-9727. In the United Kingdom and Eire, call +44 (0)8704 440 044. In other countries, contact your point of purchase.

References in this publication to products, programs, or services do not imply that the manufacturer intends to make these available in all countries in which it operates. Any reference to a product, program, or service is not intended to state or imply that only that product, program, or service may be used. Any functionally equivalent product, program, or service that does not infringe any existing intellectual property right may be used instead. Evaluation and verification of operation in conjunction with other products, programs, or services, except those expressly designated by the manufacturer, are the user's responsibility.

Lexmark and Lexmark with diamond design are trademarks of Lexmark International, Inc., registered in the United States and/or other countries.

© Copyright 2002 Lexmark International, Inc.
All rights reserved.

UNITED STATES GOVERNMENT RESTRICTED RIGHTS

This software and documentation are provided with RESTRICTED RIGHTS. Use, duplication or disclosure by the Government is subject to restrictions as set forth in subparagraph (c)(1)(ii) of the Rights in Technical Data and



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Computer Software clause at DFARS 252.227-7013 and in applicable FAR provisions: Lexmark International, Inc., Lexington, KY 40550.

Safety information

- Connect the power cord to a properly grounded electrical outlet that is near the product and easily accessible.
- Refer service or repairs, other than those described in the operating instructions, to a professional service person.
- Use only Lexmark replacement parts to maintain the safety of this product.
- Do not use the fax function during a lightning storm.

Warning

In the text of this book, a warning indicates possible machine damage or loss of data.

Copyright advisory

It may be illegal to copy certain materials without permission or license, including documents, images, and currency. If you are not sure whether you have permission, seek legal advice.

Electronic emission notices

Federal Communications Commission (FCC) compliance information statement

The Lexmark X125 has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

The FCC Class B limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult your point of purchase or service representative for additional suggestions.

The manufacturer is not responsible for any radio or television interference caused by using other than recommended cables or by unauthorized changes or modifications to this equipment. Unauthorized changes or modifications could void the user's authority to operate this equipment.

Note: To assure compliance with FCC regulations on electromagnetic interference for a Class B computing device, use a properly shielded and grounded cable such as Lexmark part number 12A2405. Use of a substitute cable not properly shielded and grounded may result in a violation of FCC regulations.

Any questions regarding this compliance information statement should be directed to:

Director of Lexmark Technology & Services
 Lexmark International, Inc.
 740 West New Circle Road
 Lexington, KY 40550
 (859) 232-3000

Industry Canada compliance statement

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Avis de conformité aux normes d'Industrie Canada

Cet appareil numérique de la classe B respecte toutes les exigences du Règlement sur le matériel brouilleur du Canada.

European Community (EC) directives conformity

This product is in conformity with the protection requirements of EC Council directives 89/336/EEC, 73/23/EEC and 1999/5/EC on the approximation and harmonization of the laws of the Member States relating to electromagnetic compatibility and safety of electrical equipment designed for use within certain voltage limits and on radio equipment and telecommunications terminal equipment.

A declaration of conformity with the requirements of the directives has been signed by the Director of Manufacturing and Technical Support, Lexmark International, S.A., Boigny, France.

This product satisfies the Class B limits of EN 55022 and safety requirements of EN 60950.

The United Kingdom Telecommunications Act 1984

This apparatus is approved under the approval number NS/G/1234/J/100003 for the indirect connections to the public telecommunications systems in the United Kingdom.

ENERGY STAR



The EPA ENERGY STAR Office Equipment program is a partnership effort with office equipment manufacturers to promote the introduction of energy-efficient products and to reduce air pollution caused by power generation.

Companies participating in this program introduce products that power down when they are not being used. This feature will cut the energy used by up to 50 percent. Lexmark is proud to be a participant in this program.

As an ENERGY STAR Partner, Lexmark International, Inc. has determined that this product meets the ENERGY STAR guidelines for energy efficiency.



[Basics](#)[Copying](#)[Printing](#)[Scanning](#)[Faxing](#)[Troubleshooting](#)[Index](#)

Telecommunications notices

FCC rules part 68

This equipment complies with Part 68 of the FCC Rules. A label on the back of the equipment shows its FCC registration number and ringer equivalence number (REN).

Your telephone company may ask you for these numbers in order to determine how many devices may be connected to your telephone line (in most areas, no more than five). If too many RENs are assigned to your telephone line, this device may not ring in response to an incoming call. Contact the telephone company to determine the maximum RENs for your calling area.

This equipment uses an RJ-11C Universal Service Order Code (USOC) jack, and is designed to be connected to the telephone network or premises wiring using a compatible jack that is FCC Part 68 compliant. An FCC compliant telephone cord is provided with this equipment. Refer to the setup documentation for instructions about connecting the fax telephone cable.

If you experience problems with this equipment that you cannot resolve, contact Lexmark International, Inc., for repair and warranty information. If the problems are causing harm to the telephone network, the telephone company may ask you to disconnect the equipment from the network until the problem is resolved. If the equipment causes harm to the telephone network, the telephone company will notify you in advance, or as soon as possible, that temporary discontinuance of service may be required. You will also be notified of your right to file a complaint with the FCC if you believe it is necessary.

The telephone company may make changes to its facilities, equipment, operations, or procedures that could affect the operation of this equipment. If this happens, the telephone company will notify you in advance so you can make necessary adjustments in order to maintain uninterrupted service.

This equipment cannot be used on telephone company-provided coin service.

Connection to party lines is subject to state tariffs.

To avoid damage caused by lightning strikes and other electrical surges, we recommend that you install an ac surge protector in the outlet to which this device is connected.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

The Telephone Consumer Protection Act of 1991 makes it unlawful to send a fax unless the following information is included (1) in a margin at the top or bottom of each transmitted page, or (2) on the first page of the transmission:

- Date and time the fax is sent
- Identification of the business, other entity, or individual sending the fax
- Telephone number of the sending machine or such business, other entity, or individual.

Network Compatibility Notice

Scope

This Network Compatibility Notice contains national requirements for proper operation of telecommunications equipment within specific countries and is based on the ETSI Document, a guide to the application of TBR 21, EG 201 121 V1.1.2 (1998-07).

The Lexmark X125 All-In-One has been tested for Pan-European single terminal connection to the public switched telephone network (PSTN). However, due to differences between the individual PSTNs provided in different countries, the approval does not, of itself, give an unconditional assurance of successful operation on every PSTN network termination point.

In the event of problems, you should contact your equipment supplier in the first instance.

Network compatibility

In accordance with the requirements of EG 201-121, no national network compatibility issues have been identified for the following countries:

Austria	Belgium	Denmark	Finland	France	Germany
Greece	Iceland	Ireland	Italy	Luxemburg	Netherlands
Norway	Portugal	Spain	Sweden	Switzerland	United Kingdom



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Lexmark is providing the following information to demonstrate telecommunications conformity for the Lexmark X125 All-In-One to Common Technical Regulation 21 (CTR 21) and EG 201-121.

- Using the X125 All-In-One in Germany
 - The X125 All-In-One requires a German Billing tone filter, Lexmark Part Number 14B5123, to be installed on any line which receives metering pulses in Germany.

Note: Metering pulses may or may not be present on analog lines in Germany. The subscriber may request that metering pulses be placed on the line, or can have them removed by calling the German Network Provider. Normally, metering pulses are not provided unless specifically requested by the subscriber at time of installation.

- Using the X125 All-In-One in Switzerland
 - The X125 All-In-One requires a Switzerland Billing tone filter, Lexmark Part Number 14B5109, to be installed on any line which receives metering pulses in Switzerland.

Note: The Lexmark filter must be used, as metering pulses are present on all analog telephone lines in Switzerland.



[Basics](#)[Copying](#)[Printing](#)[Scanning](#)[Faxing](#)[Troubleshooting](#)[Index](#)

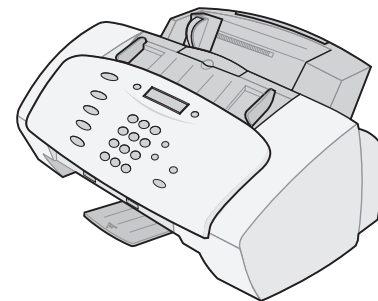
LEXMARK

X125

All-In-One

Tips for using this guide:

- Click the categories on the left side of the page to navigate through this guide, section by section.
- Click the left or right arrow in the lower right of the page to navigate through this guide, page by page.
- Click the **house** icon in the lower right of the page to return to the Home Page.
- Click **Notices** to view edition information.
- Select File ▶ Print ▶ Properties to print this guide. Select landscape orientation. Select the pages you want to print, and then click **OK**.
- To view notices or safety information click **Electronic emission notices** or **Safety information**.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

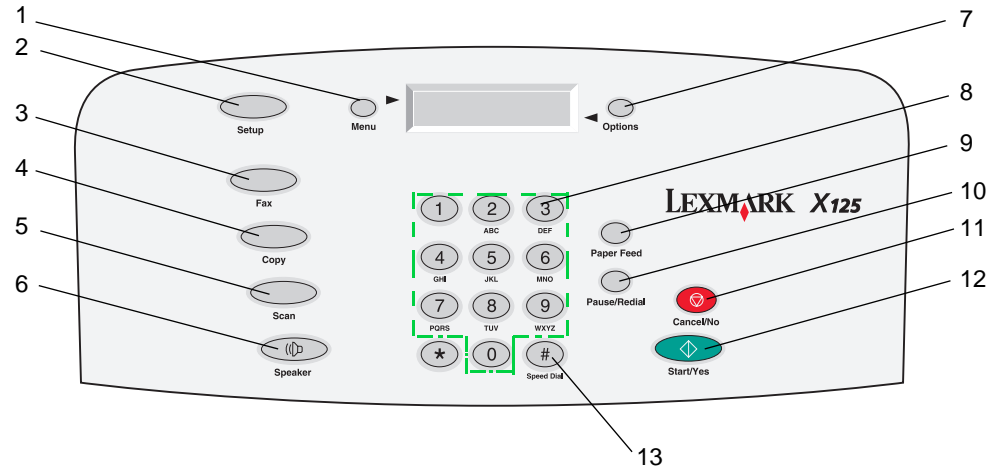
Index

With your Lexmark™ X125 All-In-One, you can scan, print, copy, and fax documents using your operator panel and the All-In-One software. Select a category below:

- **Using the operator panel**
- **Using the operator panel menus**
- **Using the Settings Utility**
- **Using the Settings dialog box**
- **Loading specialty paper**
- **Loading a document**
- **Maintaining the cartridges**



Using the operator panel



The table identifies the operator panel buttons and their functions:

#	Press:	To:
1	Menu	Scroll through available features on the display.

Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

#	Press:	To:
2	Setup	Access the system setup, maintain your cartridges, and print reports.
3	Fax	Initiate sending a fax.
4	Copy	Initiate a copy job.
5	Scan	Initiate a scan job.
6	Speaker	Listen as you manually dial and connect to another fax number.
7	Options	Scroll through the settings for the feature you select.
8	The keypad buttons	Dial a fax number or select a number of copies.
9	Paper Feed	Continue printing after reloading the paper tray.
10	Pause/Redial	Add a three-second pause when dialing or dial the last number called.
11	Cancel/No	Cancel a fax, copy, scan, or print job or clear an incorrect value on the display.
12	Start/Yes	Begin an action, such as faxing, or provide a Yes response when answering questions.
13	Speed Dial (# key)	Access the Speed Dial menu.



Using the operator panel menus

- 1 Press **Setup, Fax, Copy, or Scan**.
- 2 Press **Menu** until the menu item you want appears on the display.
- 3 Press **Options** to scroll through the available settings for the menu item you select.
- 4 Press **Start/Yes**.

Setup menu				
Set date/time <ul style="list-style-type: none"> • Month • Day • Year • Hour • Minute • AM/PM <p>You must use two digits for each number. For example, 05, 12, 20.</p>	Print report <ul style="list-style-type: none"> • Fax confirm • Transmit log • Receive log • Speed dial list • Self test 	Maintenance <ul style="list-style-type: none"> • Cartridge clean • Cartridge align • Scanner init 	Paper size <ul style="list-style-type: none"> • Letter • A4 • Legal 	Set language <ul style="list-style-type: none"> • English • French • Italian • German • Spanish • Dutch • Portuguese



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Setup menu (continued)			
Ring volume <ul style="list-style-type: none"> • Silent • Low • Mid • High 	Fax print <ul style="list-style-type: none"> • Letter Quality • Draft Quality 	Fax forwarding <ul style="list-style-type: none"> • Off • Forward • Print/forward 	Fax receive mode <ul style="list-style-type: none"> • ANS/FAX • FAX • TEL
Setup DRPD <ul style="list-style-type: none"> • Learn 			Default settings <ul style="list-style-type: none"> • Fax type • Fax resolution • Fax contrast • Fax memory Xmit • Copy type • Copy contrast • Copy size • Copy collate • Copy paper type • Scan type • Scan contrast • Scan format • Scan to See the following table.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Default settings				
Fax type <ul style="list-style-type: none"> • Black • Black Photo • Color 	Fax resolution <ul style="list-style-type: none"> • Standard • Fine • Superfine 	Fax contrast <ul style="list-style-type: none"> • Light to dark 	Fax memory Xmit <ul style="list-style-type: none"> • Yes • No 	
Copy type <ul style="list-style-type: none"> • Color Normal • Color Best • Black Draft • Black Normal • Black Photo • Color Draft 	Copy contrast <ul style="list-style-type: none"> • Light to dark 	Copy size <ul style="list-style-type: none"> • 100% • 93% • 90% • 80% • 75% • Custom 	Copy paper type <ul style="list-style-type: none"> • Plain • Coated • Glossy • Transparency 	Copy quantity Enter the number of copies (1-100).
Scan type <ul style="list-style-type: none"> • Color Normal • Color Best • Black Draft • Black Normal • Black Photo • Color Draft 	Scan contrast <ul style="list-style-type: none"> • Light to dark 	Scan format <ul style="list-style-type: none"> • BMP • JPG • TIF • TXT • RTF 		



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Fax menu				
# to dial Enter a fax number.	Fax type <ul style="list-style-type: none"> • Black • Black Photo • Color 	Fax resolution <ul style="list-style-type: none"> • Standard • Fine • Superfine 	Fax contrast <ul style="list-style-type: none"> • Light to dark 	Fax memory xmit <ul style="list-style-type: none"> • Yes • No

Copy menu				
Copy type <ul style="list-style-type: none"> • Color Normal • Color Best • Black Draft • Black Normal • Black Photo • Color Draft 	Copy contrast <ul style="list-style-type: none"> • Light to dark 	Copy size <ul style="list-style-type: none"> • 100% • 93% • 90% • 80% • 75% • Custom 	Copy paper type <ul style="list-style-type: none"> • Plain • Coated • Glossy • Transparency 	Copy quantity Enter the number of copies (1-100).



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Scan menu			
<p>Scan to</p> <ul style="list-style-type: none"> • User folder • Email 	<p>Scan type</p> <ul style="list-style-type: none"> • Color Normal • Color Best • Black Draft • Black Normal • Black Photo • Color Draft 	<p>Scan Contrast</p> <ul style="list-style-type: none"> • Light to dark 	<p>Scan Format</p> <ul style="list-style-type: none"> • BMP • JPG • TIF • TXT • RTF



Using the Settings Utility

When the All-In-One software is installed on your computer, you can open the Settings Utility to customize your jobs. Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.

Click...	When you want to...
Print ▶ Properties	Access the Settings dialog box to change the print settings and maintain the cartridges.
fax	Change the fax settings or set up your speed-dial list with your frequently dialed numbers.
copy	Change the default copy settings, including copy type, contrast, and size.
scan	Change the default scan settings, or set up your Scan-to destinations.

Using the Settings dialog box

The Settings dialog box has four tabs: Paper, Quality/Color, Layout, and Maintenance. Use these tabs to adjust the print settings and maintain the cartridges. To open the Settings dialog box, click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark Settings Utility ▶ Print ▶ Properties.

Click...	When you want to...
Paper	<ul style="list-style-type: none"> • Select a paper size and orientation. • Create a custom paper size. • Select a media type. • Select the number of copies. • Reverse the printing order of your document pages. The first page will be on top of the stack in the paper exit tray. • Collate your document. • Print your job in reverse order.
Quality/Color	Select a: <ul style="list-style-type: none"> • Color setting • Halftone setting • Print quality setting



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

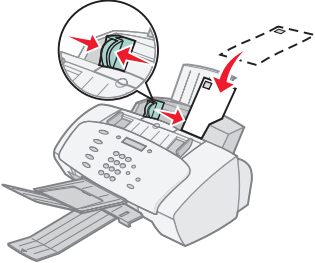
Index

Click...	When you want to... (continued)
Layout	<ul style="list-style-type: none"> • Select a layout option. • Create a custom layout option.
Maintenance	<ul style="list-style-type: none"> • View ink levels. • Clean the nozzles. • Align cartridges for best quality. • View cartridge part numbers. • Order supplies directly from the Lexmark Web site.



Loading specialty paper

Follow these guidelines when loading specialty paper:

Load up to:	Make sure:
100 sheets of paper (depending on thickness)	<ul style="list-style-type: none"> • The print side is facing you. • The paper is against the right side of the paper support.
10 envelopes	<ul style="list-style-type: none"> • The print side is facing you. • The envelopes are loaded vertically against the right side of the paper support. • The stamp location is in the upper left corner. • The paper guide rests against the edge of the envelopes. 
10 greeting cards, index cards, postcards, or photo cards	<ul style="list-style-type: none"> • The print side is facing you. • The cards are loaded vertically against the right side of the paper support. • The paper guide rests against the edge of the cards.
25 sheets of photo paper	<ul style="list-style-type: none"> • The glossy or coated side is facing you. • The paper guide rests against the edge of the photo paper.

Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Load up to:	Make sure:
25 transparencies	<ul style="list-style-type: none"> • The rough sides of the transparencies are facing you. • The paper guide rests against the edge of the transparencies.
100 sheets of custom size paper	<ul style="list-style-type: none"> • The print side is facing you. • Your paper size fits within these dimensions: Width: <ul style="list-style-type: none"> – 76 mm to 216 mm – 3.0 in. to 8.5 in. Length: <ul style="list-style-type: none"> – 127 mm to 432 mm – 5.0 in. to 17.0 in. • The paper guide rests against the edge of the paper.
25 iron-on transfers	<ul style="list-style-type: none"> • You read the loading instructions on the iron-on packaging. • The print side (blank side) is facing you. • The paper guide rests against the edge of the iron-on transfers.



Loading a document

To load documents for copying, scanning, and faxing:

- 1 Place your document face down and top down in the document support.
Document Loaded appears on the operator panel display.
- 2 Slide the document guides until they rest against both edges of your document.
- 3 When copying, scanning, or faxing documents using your All-In-One, make sure:
 - Your document is at least 76 mm (3.0 in.) long and 140 mm (5.5 in.) wide.
 - You remove all staples and paper clips.
 - You let ink and correction fluid dry completely.



Maintaining the cartridges

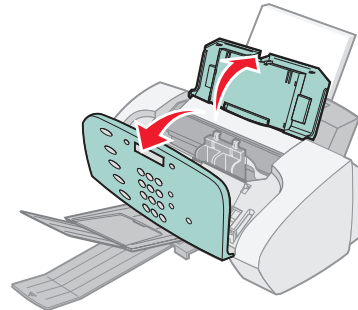
Replacing the cartridges

Your All-In-One uses the following cartridges:

Black	Color	High Yield Black	High Yield Color	Photo
12A1970	15M0120	12A1975	15M0125	12A1990

- 1 Make sure the All-In-One is on.
- 2 Pull the operator panel toward you, and then open the cartridge access door.

The cartridge carrier moves to the loading position, unless the All-In-One is busy.



Basics

Copying

Printing

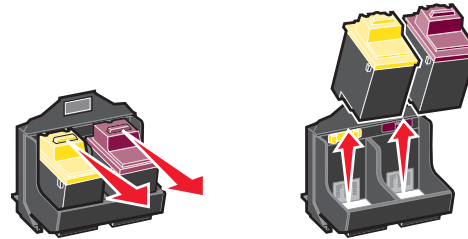
Scanning

Faxing

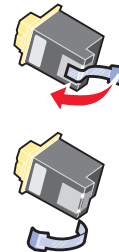
Troubleshooting

Index

- 3 Pull the old cartridges toward you, and then lift them out. Store them in an air-tight container or dispose of them.



- 4 Install the new or replacement cartridges.
 - a If you are installing new cartridges, remove the sticker and transparent tape on the bottom of the cartridges.



Warning: Do **not** touch the gold contact area of the cartridges.

Basics

Copying

Printing

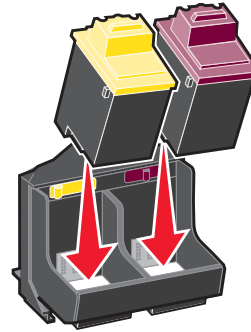
Scanning

Faxing

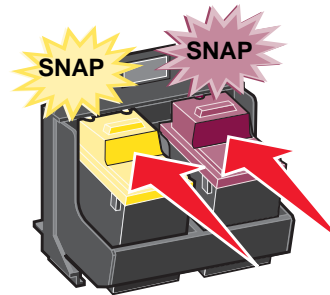
Troubleshooting

Index

b Insert the cartridges into the carrier.



c Push back firmly on the cartridges until they **snap** securely into place.



5 Close the cartridge access door, and then close the operator panel.

Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

- 6 From the operator panel, press **Options** to select which cartridges were changed.
- 7 Press **Start/Yes**.
- 8 From the operator panel, press **Options** to select the cartridge type you installed.
- 9 Press **Start/Yes**.

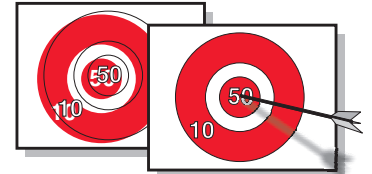
Note: If you installed a new cartridge, an alignment page prints. Select the pattern that comes closest to forming a straight line. To align your cartridges, continue with step 5 in the next section.

Aligning the cartridges

To improve print quality, you may need to align the cartridges.

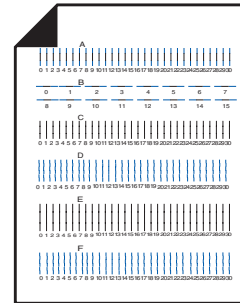
To align the cartridges using the operator panel:

- 1 Press **Setup**.
- 2 Press **Menu** until Maintenance appears on the display.
- 3 Press **Options** until Cartridges Align appears.



4 Press **Start/Yes**.

An alignment page prints with several patterns. A number appears under each pattern. The test pattern that prints is similar to the one shown:



- 5 For each alignment group on the test page, find the number that comes closest to forming a straight line.
- 6 Use the keypad buttons to enter the number you selected from the test page. You must use two digits for each number. For example, 05, 12, 20.
- 7 Press **Start/Yes**.

Preserving the cartridges

To ensure the longest life from your print cartridges and optimum performance from your All-In-One:

- Keep a new print cartridge in its packaging until you are ready to install it.
- Do not remove a print cartridge from the All-In-One except to replace, clean, or store it in an air-tight container. The print cartridge does not print correctly if it is removed from the All-In-One and left exposed for an extended period of time.
- If a print cartridge runs out of ink, leave the empty cartridge in the All-In-One until you are ready to replace it. Printing with only one of the print cartridges in the All-In-One may cause printing problems.

Lexmark's All-In-One warranty does not cover repair of failures or damage caused by a refilled cartridge. Lexmark does not recommend use of refilled cartridges. Refilling cartridges can affect print quality and cause damage to the All-In-One. For best results, use Lexmark supplies.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

The following section includes information about:

- **Copying a document**
- **Customizing the copy settings**



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Copying a document

Copy a document using the operator panel on your All-In-One:

- 1 Load your document. For help, see page 15.
- 2 Press **Copy**.
- 3 Press the keypad buttons to select the number of copies.
- 4 Press **Start/Yes**.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Customizing the copy settings

Use the operator panel or the software to change the quantity, copy type, contrast, size, and paper type.

Using the operator panel:	Using the computer:
<ol style="list-style-type: none">1 Press Copy, and then press Menu repeatedly to review the copy settings.2 Press Options to change the settings.	<ol style="list-style-type: none">1 Make sure you have installed the All-In-One software. For help, refer to the <i>Quick Reference</i>.2 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.3 Click copy.4 Adjust the settings, and then click OK.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

The following section includes information about:

- **Printing a document**
- **Customizing the print settings**
- **Customizing print settings for specialty paper**
- **Creating projects**



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Printing a document

- 1 With your document open, select File ▶ Print.
- 2 To customize print settings, click Properties or Printing Preferences.
- 3 From the Settings dialog box, click **OK** or **Print** (depending on the program).

Customizing the print settings

The software includes several programs that let you perform printing tasks. The Settings dialog box lets you make changes to the print settings.

Customizing a single document

You can use the Settings dialog box to adjust the print settings in the program of your choice. The new settings apply only to the documents that you are currently creating in the program.

- 1 Open the program File menu.
- 2 Select Print (or Printer) Setup.
- 3 In the Printer Setup dialog box, click Properties, Options, or Setup (depending on the program).



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

The Settings dialog box has three tabs: Paper, Quality/Color, and Layout. Each tab has settings for operating the All-In-One and its software.

Click...	When you want to...
Paper	<ul style="list-style-type: none"> • Select a paper size and orientation. • Select a media type. • Set the number of copies to print. • Reverse the printing order of your document pages. The first page will be on top of the stack in the paper exit tray. • Collate your document. <p>This software option lets you automatically print one complete copy of a multiple-page document before the next copy begins, and so on.</p>



- Basics
- Copying
- Printing
- Scanning
- Faxing
- Troubleshooting
- Index

Click...	When you want to... (continued)
Layout	<p>Select a layout</p> <ul style="list-style-type: none">• Standard• Draft• Confidential• For Review• Urgent• 2 per sheet• 4 per sheet• 9 per sheet• 2x2 Poster• Booklet• Duplex <p>Create a custom layout with any of these features</p> <ul style="list-style-type: none">• Watermark• Header• Footer• Multiple sheets per page (N-Up)• Two-sided printing (duplex)• Booklet• Custom poster sizes 3x3 or 4x4• Custom banner for A4 or letter sizes



- Basics
- Copying
- Printing
- Scanning
- Faxing
- Troubleshooting
- Index

Click...	When you want to... (continued)
Quality/Color	Select <ul style="list-style-type: none">• A color setting• Halftone settings• A print quality setting• The Dry Time Delay option• The default settings

Note: Click the **Help** button on any tab in the Print Properties to access the All-In-One driver Help.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Customizing all documents from Windows

Opening the Lexmark X125 Properties from Windows lets you apply the settings to **all** documents.

- 1 Click Start ▶ Settings ▶ Printers.
- 2 From the Printers folder, right-click the **Lexmark X125** icon.
- 3 From the sidebar menu, select Properties or Printing Preferences.

The Lexmark X125 Properties has four tabs: General, Details, Color Management, and Printer Settings. Each tab has settings for operating the All-In-One and its software.

Click this tab...	When you want to...
General	<ul style="list-style-type: none"> • Add a comment. • Insert a separator page. • Print a test page.
Details	<ul style="list-style-type: none"> • Add or delete printer ports or drivers. • Select a printer driver. • Capture printer ports. • Set timeout settings. • Customize spool and port settings.
Color Management	Set color profiles for the All-In-One.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Click this tab...	When you want to...
Printer Settings	<ul style="list-style-type: none"> • View the current settings. • Change the settings. <p>Note: Click Change to access the Lexmark X125 Settings. To learn more about the Settings, see page 11.</p>

Customizing print settings for specialty paper

When you install the software, the default settings are assigned to the Lexmark X125 Settings. Use the default settings for printing most documents on plain paper. To change print settings for specialty paper, use the following table:

When printing on...	Click...	To make these selections...
Envelopes	Paper	<ol style="list-style-type: none"> 1 From the Paper Size area, scroll to select the appropriate envelope size. 2 Select Landscape Orientation. <p>Note: Your application may override the envelope settings in the Lexmark X125 Settings.</p>



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

When printing on...	Click...	To make these selections... (continued)
Greeting cards, index cards, postcards, or photo cards	Paper	<ol style="list-style-type: none"> 1 From the Paper Size area, scroll to select the appropriate card size. 2 From the Media Type area, select Greeting Card Stock.
Iron-on transfers	Paper	From the Media Type area, select Iron-On Transfer. Note: You may want to print an image on paper before printing it on an iron-on transfer.
Custom size paper	Paper	<ol style="list-style-type: none"> 1 In the Paper Size area, click Custom. 2 Enter the name of your custom paper size. 3 Enter the dimensions of your custom paper size.
Photo paper	Paper	From the MediaType area, select Glossy/Photo Paper. Note: When printing photos, remove each photo as it exits the All-In-One and let it dry before stacking.
Transparencies	Paper	From the Paper Type area, select Transparency.
	Quality/Color	Select Normal Print Quality. Note: When printing transparencies, remove each transparency as it exits the All-In-One and let it dry before stacking.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

When printing on...	Click...	To make these selections... (continued)
Coated paper	Paper	From the Media Type area, select Coated Paper.

Creating projects

Two-sided printing (duplex)

You can conserve paper by printing on both sides of the paper.

- 1 With your document open, select File ▶ Print.
- 2 Customize the settings for a two-sided document.
 - a Open the Settings dialog box. For help, see page 26.
 - b Click the Paper tab to select the page size and orientation.
 - c Click the Layout tab, and then select Duplex from the Options area.
 - d Click **OK**.
- 3 Click **OK** again.

After the first side of your two-sided document prints, the software prompts you to reload the paper.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

- 4 Follow the instructions on the computer screen or the printed instruction page.
- 5 Click **OK**.

To return to single-sided printing:

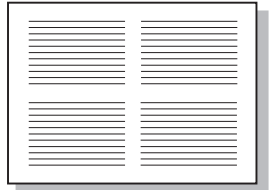
- 1 From the Settings dialog, click the Layout tab.
- 2 From the Options area, select Standard.
- 3 Click **OK**.



Printing a handout

You can conserve paper by printing handouts or multiple page images on a single sheet of paper.

- 1 With your document open, select File ▶ Print.
- 2 Customize the settings for handouts.
 - a Open the Settings dialog box. For help, see page 26.
 - b Click the Paper tab to select the page orientation and document size.
 - c Click the Layout tab.
 - d Click **New**.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

- e Enter a name for the new layout.
 - f Click N-Up.
 - Scroll to select Pages per Sheet.
 - Adjust Print Page Borders.
 - g To print your handout on one side of the paper, click **OK**.
 To print your handout on both sides of the paper:
 - Click Duplex.
 - Select Long Edge Binding or Short Edge Binding.
 - Click **OK**.
- 3 Print your handouts.
 - 4 From the Settings dialog box, click **OK**.
 - 5 Click **OK** again.
 - If you format your handouts to print on one side of each page, return to normal printing.
 - If you format your handouts for two-sided printing, continue printing the second side of your handouts. For help, see page 33.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

To return to normal printing:

- 1 From the Settings dialog box, click the Layout tab.
- 2 From the Options area, select Standard.
- 3 Click **OK**.

Printing a booklet

You can print and bundle your document to make a booklet.

- 1 With your document open, select File ▶ Print.
- 2 Customize the settings for booklets.
 - a Open the Settings dialog box. For help, see page 26.
 - a From the Paper tab, select Portrait as the page orientation.
 - b Select a paper size. Choices include Statement, Letter, A4, or A5.
 - c Click the Layout tab.
 - d Select Booklet or, for longer booklets, customize a booklet layout:
 - From the Options area, click **New**.
 - Enter a name for the customized layout.
 - Select the Booklet tab.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

- In the Booklet Paper Size area, select On.
- Select the number of sheets per bundle.

Note: A bundle is any number of sheets of paper folded together. When printing with a heavier paper stock, select a smaller number of Sheets Per Bundle.

- Select Instruction page.
- e Click **OK**.

3 Print, and then assemble your booklet.

- a From the Print dialog box, click **OK**. The first side of your document prints.
- b After the first side of your booklet is finished printing, the software prompts you to reload the paper.

Note: For help reloading and printing two-sided documents, see page 33.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

c Click **OK**.

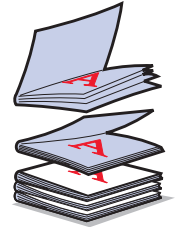
Note: To return to normal printing, see page 34.

d Assemble your booklet.

Assembling a booklet

Once your document prints, stack the bundles and bind the booklet.

- 1 Take the first bundle from the paper exit tray, fold it in half, and set it aside.
- 2 Fold and stack the rest of your bundles, one on top of the other, until your booklet is complete.
- 3 Bind the bundles.



Basics

Copying

Printing

Scanning

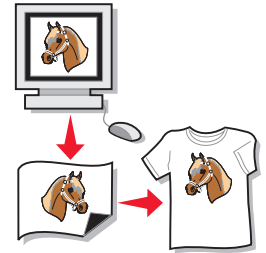
Faxing

Troubleshooting

Index

Customizing T-shirts

- 1 Load iron-on transfer paper with the blank side facing you in the paper support.
- 2 Open the image editing program supplied with your All-In-One.
- 3 Create or select the image of your choice.
- 4 Select the mirror option.
- 5 With your document open, select File ▶ Print.
- 6 Select Properties.
- 7 From the Paper tab, select the Media Type, Paper size, and Orientation for your document.
- 8 From the Quality/Color tab, select the Print Quality for your document.
- 9 Click **OK**.
- 10 Click **OK** again.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Creating awards and certificates

- 1 Create awards or certificates in a word processing or image editing program.
- 2 Center and enlarge the text for the heading.
- 3 Reduce the font and customize your award or certificate for the specified occasion.
- 4 Use clip art or create your own graphics.
- 5 With your document open, select File ▶ Print.
- 6 Select Properties.
- 7 From the Paper tab, select the Media Type, Paper size, and Orientation for your document.
- 8 From the Quality/Color tab, select the Print Quality for your document.
- 9 Click **OK**.
- 10 Click **OK** again.



Note: You may want to print your award or certificate on card stock.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Creating signs

Create a sign in a word processing or image editing program.

- 1 Create or select graphics of your choice.
- 2 From the application File menu, select Print.
- 3 Select Properties.
- 4 From the Paper tab, select the Media Type, Paper size, and Orientation for your document.
- 5 From the Quality/Color tab, select the Print Quality for your document.
- 6 Click **OK**.
- 7 Click **OK** again.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Personalizing objects

- 1 Select an object that you want to cover with decorative paper.
- 2 Create or select an image in an image editing program.
- 3 With your document open, select File ▶ Print.
- 4 Select Properties.
- 5 From the Paper tab, select the Media Type, Paper size, and Orientation for your document.
- 6 From the Quality/Color tab, select the Print Quality for your document.
- 7 Click **OK**.
- 8 Click **OK** again.
- 9 Fit the image to the specified object, trimming any excess paper.
- 10 Attach the image to the object.

Note: Use self-adhesive label paper to make this step easier.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

The following section includes information about:

- **Scanning a document**
- **Customizing the scan settings**
- **Using special scan features**
- **Personalizing business cards, letterhead, and envelopes**
- **Calibrating the scanner**



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Scanning a document

When scanning, copying, or faxing documents using your All-In-One, make sure:

- Your document is at least 76 mm (3.0 in.) long and 140 mm (5.5 in.) wide.
- You remove all staples and paper clips.
- You let ink and correction fluid dry completely.

You can copy a document using the operator panel or the software that came with your All-In-One.

Using the operator panel

- 1 Load your document. For help, see page 15.
- 2 Press **Scan**.
- 3 Press **Options** to select the destination of your scan (Folder or E-mail).

Use the Setting Utility to customize a scan-to destination. For help, see **Using special scan features**.

- 4 Press **Start/Yes**.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Using the software

- 1 Load your document. For help, see page 15.
- 2 Make sure you have installed the All-In-One software. For help, refer to the *Quick Reference*.
- 3 Click Start ▶ Programs ▶ ViewAhead Photo Center ▶ Launch ViewAhead Photo Editor.
- 4 From the Lexmark X125 Scan dialog box, select Get a Picture.
- 5 From the sidebar menu, select Scan an Image or Open a File.
- 6 Preview your document.
 - Click **Preview**.
 - Move and size the dashed box to select the area of the document you want to scan.
- 7 Customize the scan settings.
- 8 Reload your original document into the document support.
- 9 Press **Scan** on the operator panel.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Customizing the scan settings

Use the operator panel or the software to change the scan type, contrast, size, and file type:

Using the operator panel...	Using the software...
<ol style="list-style-type: none">1 Press Scan, and then press Menu repeatedly to review the settings.2 Press Options to change the settings.	<ol style="list-style-type: none">1 Make sure you have installed the All-In-One software. For help, refer to the <i>Quick Reference</i>.2 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.3 Click scan.4 Adjust the settings, and then click OK.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Using special scan features

- Scanning a document to an e-mail
- Scanning a document to a folder
- Scanning to Text (OCR)
- Scanning to an application

Scanning a document to an e-mail

To scan a document to an e-mail, you must have an e-mail program installed on your computer and it must support MAPI (Messaging Application Program Interface).

- 1 Load the document. For help, see page 15.
- 2 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.
- 3 To customize the settings from the Settings Utility, click **scan**.
- 4 In the Scan to Entry box, type 2. (This is the Scan to Email option.)
- 5 Select a file type.
- 6 Click **OK**.
- 7 Press **Scan** on the operator panel.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

8 Press **Start/Yes**.

Once your document is scanned, the computer launches your e-mail program and opens a new message. Then, it adds the document text to the message, or it attaches the scanned image to the message.

Scanning a document to a folder

- 1 Load the document. For help, see page 15.
- 2 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.
- 3 To customize the settings from the Settings Utility, click **scan**.
- 4 In the Scan to Entry box, type 1.
This is the Scan to Folder option.
- 5 Select a User Folder and File Type.
- 6 Click **OK**.
- 7 Press **Scan** on the operator panel.
- 8 Press **Start/Yes**.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Scanning to Text (OCR)

Use the OCR (Optical Character Recognition) to scan an image of text which can be modified in word processing programs. Use the OCR software to convert typed documents, but not handwritten ones.

- 1 Load the document. For help, see page 15.
- 2 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.
- 3 Click **scan** to customize the settings.
- 4 Customize an OCR scan-to destination:
 - Enter a Display Name.
 - Select a word processing program to scan to.
 - Select TXT as the File Type.
- 5 Press **Scan** on the operator panel.

You can now edit the document in the word processing program.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Scanning to an application

- 1 Load the document. For help, see page 15.
- 2 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.
- 3 To customize the settings from the Settings Utility, click **scan**.
- 4 Customize a scan-to destination:
 - Enter a Display Name.
 - Enter an application to scan to in the Application box.
- 5 From the application list, select the program you want to scan to.
- 6 Select the file type you want to scan to.
- 7 Click **OK**.
- 8 Press **Scan** on the operator panel.
- 9 Press **Start/Yes**.



Basics

Copying

Printing

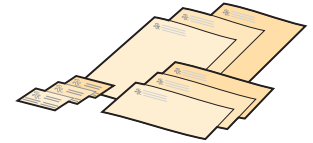
Scanning

Faxing

Troubleshooting

Index

Personalizing business cards, letterhead, and envelopes



- 1 Load the business cards, paper, or envelopes in the paper support. For help, see page 13.
- 2 Load the document containing the company logo into the document support. For help, see page 15.
- 3 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.
- 4 Open the Settings dialog box. For help, see page 11.
- 5 Click the Paper tab and then select a paper size.
- 6 Select a scan-to application.
- 7 Select an image editing program, and modify the scanned document.
- 8 Press **Start/Yes** on the operator panel.
- 9 With your document open, select File ▶ Print ▶ Properties.
- 10 From the Paper tab, select the Media Type, Paper size, and Orientation for your document.
- 11 From the Quality/Color tab, select the Print Quality for your document.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

- 12 Click **OK**.
- 13 Click **OK** again.

Calibrating the scanner

If you see streaks in your scanned or copied images, you may need to calibrate the scanner.

To start the scanner calibration:

- 1 Place a clean, white sheet of paper in the document support.
- 2 Press **Setup**.
- 3 Press **Menu** until Maintenance appears on the top line of the display.
- 4 Press **Options** until Scanner Init appears on the bottom line.
- 5 Press **Start/Yes**.

Note: Starting the scanner calibration takes approximately one minute.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

The following section includes information about:

- **Faxing a document**
- **Using advanced fax features**
- **Using the Speed Dial menu**
- **Using the speaker**
- **Receiving a fax**
- **Fax forwarding**
- **Customizing the fax settings**
- **Setting up your All-In-One with equipment**



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Faxing a document

When scanning, copying, or faxing documents using your All-In-One, make sure:

- Your document is at least 76 mm (3.0 in.) long and 140 mm (5.5 in.) wide.
- You remove all staples and paper clips.
- You let ink and correction fluid dry completely.

- 1 Load your document. For help, see page 15.
- 2 Press **FAX**.
- 3 Press the keypad buttons to enter a fax number.
- 4 Press **Start/Yes**.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Using advanced fax features

- 1 Load your document. For help, see page 15.
- 2 Press **Fax**.
- 3 Press the keypad buttons to enter the fax number.
- 4 Press **Menu** to scroll through the advanced fax features.
- 5 Press **Options** to change the settings of the feature you select.
- 6 Press **Start/Yes**.

From this menu...	Select this option...	When you want to...
Fax type	Black	Fax a document quickly.
	Black Photo	Fax good-quality graphics at a medium speed.
	Color	Fax a document containing color at a slow speed. Note: You can fax only one color document at a time.
Fax resolution	Standard	Fax a document quickly, but with normal resolution.
	Fine	Fax a document at a medium speed with good resolution.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

From this menu...	Select this option...	When you want to...
	Superfine	Fax a document with the best resolution, but at the slowest speed.
Fax contrast	Light to dark	Change how light or dark your fax prints.
Fax memory Xmit	Yes	Scan your documents into memory before faxing.
	No	Fax documents automatically.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Using the Speed Dial menu

You can store up to 70 speed dial numbers on your computer using the Settings Utility. You can store up to 59 individual names and numbers, ten small-group numbers to send a fax to groups of people on your individual list, and one large-group number to send a fax to all of the individuals and groups listed.

To set up your speed dial numbers:

- 1 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.
- 2 Click **fax**.
- 3 Click **Setup**.
- 4 Enter the individual fax numbers or e-mail addresses.
- 5 Click **OK**.
- 6 Click **OK** again.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Once the speed-dial numbers are set up, you are ready to fax using Speed Dial.

- 1 Load your document. For help, see page 15.
- 2 Press **Speed Dial** (the # button).
- 3 Press **Options** to select the speed-dial destination, or enter a speed-dial number using the operator panel keypad.
- 4 Press **Start/Yes**.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Using the speaker

To dial a fax number, listen to an automated answering system, and then send a fax.

- 1 Load the document. For help, see page 15.
- 2 Press **Speaker**.
- 3 Dial the number using the keypad buttons.
- 4 Listen to the answering message when your call is answered.

Note: You can adjust the volume control by pressing **Speaker**, and then press **Menu** until Speaker Volume appears. Select the volume you want using **Options** on the operator panel.

- 5 Press **Start/Yes** when you hear the fax tones.

Note: The speaker is not available when faxes are waiting for automatic redial.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Receiving a fax

Your All-In-One has three modes for receiving faxes: Fax, Ans/Fax, and Tel. The current mode appears in the upper right of the operator panel display.

Select this mode...	When you want to...
Fax	Receive faxes automatically without using your telephone handset. Your All-In-One receives all incoming calls as faxes.
Ans/Fax	Connects your All-In-One with an answering machine to automatically receive both incoming voice messages and faxes.
Tel	Manually receives faxes by pressing either *9* on your telephone keypad or by pressing Start/Yes twice on your All-In-One operator panel.

To change the fax receive mode:

- 1 Press **Setup**, and then press **Menu** until you see Fax Receive Mode on the display.
- 2 Press **Options** until you see the mode you want to select.
- 3 Press **Start/Yes**.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Using Distinctive Ring Pattern Detection (DRPD)

Distinctive ring is a service provided by some telephone companies that assigns two phone numbers to one phone line, each of which makes your phone ring differently. If you subscribe to this service, you can program your All-In-One to have a distinctive ring pattern and phone number and for incoming faxes:

- 1 Press **Setup**, and then press **Menu** until you see Setup DRPD on the display.
- 2 Press **Options** until you see Learn, and then press **Start/Yes**.
- 3 Dial the telephone number that you will use as a fax number.
- 4 Press **Setup**.
- 5 Press **Menu** until you see Fax Receive Mode on the display.
- 6 Press **Options** until you see DRPD, and then press **Start/Yes**.

The All-In-One detects the ring pattern and answers all incoming faxes on the second ring.

Note: DRPD now appears as a fourth option in the Fax Receive Mode menu.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Fax forwarding

You can forward any faxes you receive to another fax machine.

- 1 Press **Setup**.
- 2 Press **Menu** until Fax Forwarding appears on the display.
- 3 Press **Options** until Forward appears.
- 4 If you want to both print a copy of the received fax and forward it to another machine, press **Options** until Print/Forward appears.

If you do not want to print a copy of the received fax, skip this step.

- 5 Press **Start/Yes**.
- 6 Enter the fax number you want your faxes forwarded to.
- 7 Enter the starting month, day, hour, and minute you want Fax Forwarding to begin. If you want to begin immediately, press **Start/Yes**.
- 8 Enter the ending month, day, hour, and minute you want fax forwarding to end.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Canceling fax forwarding

- 1 Press **Setup**.
- 2 Press **Menu** until Fax Forwarding appears on the display.
- 3 Press **Options** until Off appears on the bottom line of the display.
- 4 Press **Start/Yes**.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Customizing the fax settings

You can use the operator panel or the software to change the fax type, resolution, and contrast.

Using the operator panel...	Using the software...
<ol style="list-style-type: none">1 Press Fax, and then press Menu repeatedly to review the fax settings.2 Press Options to change the settings.	<ol style="list-style-type: none">1 Make sure you have installed the All-In-One software. For help, refer to the <i>Quick Reference</i>.2 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility.3 Click fax.4 Adjust the settings, and then click OK.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

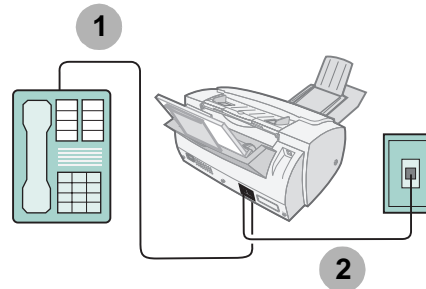
Index

Setting up your All-In-One with equipment

CAUTION! Do not make these connections during an electrical storm.

Connecting the All-In-One with a telephone (optional)

Connecting to the EXT outlet



- 1 Connect a phonenumber from the telephone to the EXT outlet on the All-In-One.
- 2 Connect a phonenumber from the LINE outlet on the All-In-One to the telephone wall jack.

Use one of the following modes:

Fax

Tel



Basics

Copying

Printing

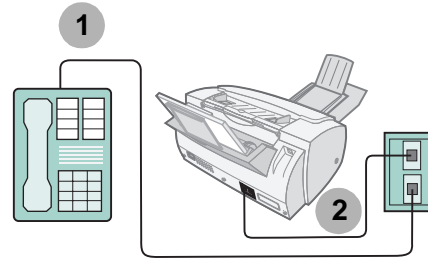
Scanning

Faxing

Troubleshooting

Index

Connecting directly to the wall jack



- 1 Connect a phoneline from the telephone to a telephone wall jack.
- 2 Connect a phoneline from the LINE outlet on the All-In-One to a telephone wall jack.

Use one of the following modes:

Fax

Tel



Basics

Copying

Printing

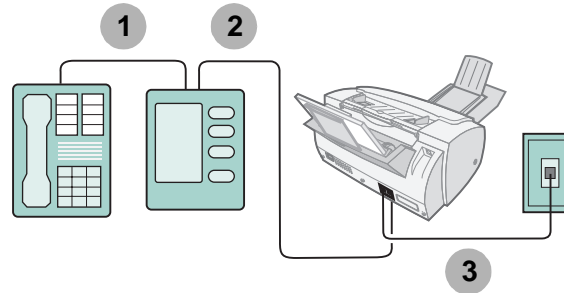
Scanning

Faxing

Troubleshooting

Index

Connecting the All-In-One with an answering machine



- 1 Connect a phonenumber from the telephone to the answering machine.
- 2 Connect a phonenumber from the answering machine to the EXT outlet on the All-In-One.
- 3 Connect a phonenumber from the LINE outlet on the All-In-One to the telephone wall jack.

Use one of the following modes:

Tel

Ans/Fax



Basics

Copying

Printing

Scanning

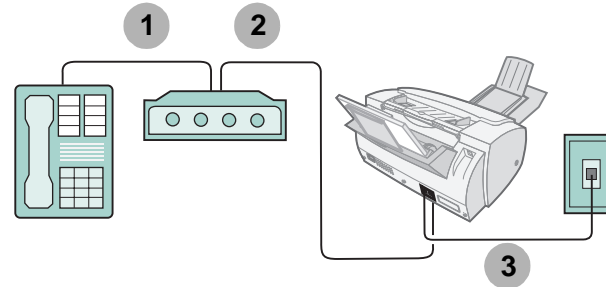
Faxing

Troubleshooting

Index

Connecting the All-In-One to a computer modem

Set up without an answering machine



- 1 Connect a phonenumber from the telephone to the computer modem.
- 2 Connect a phonenumber from the computer modem to the EXT outlet on the All-In-One.
- 3 Connect a phonenumber from the LINE outlet on the All-In-One to the telephone wall jack.

Use one of the following modes:

Fax

Tel

Ans/Fax



Basics

Copying

Printing

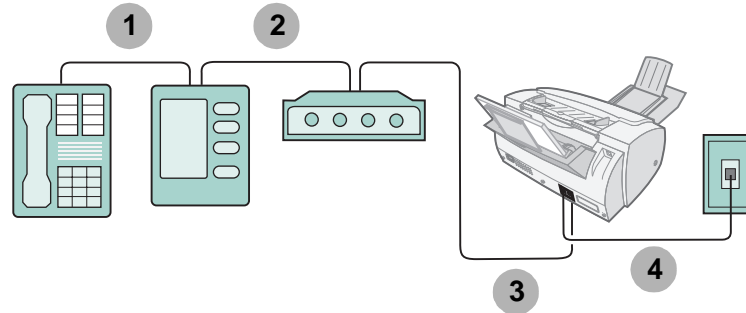
Scanning

Faxing

Troubleshooting

Index

Set up with an answering machine



- 1 Connect a phonenumber from the telephone to the answering machine.
- 2 Connect a phonenumber from the answering machine to the computer modem.
- 3 Connect a phonenumber from the computer modem to the EXT outlet on the All-In-One.
- 4 Connect a phonenumber from the LINE outlet on the All-In-One to the telephone wall jack.

Use one of the following modes:

Tel

Ans/Fax

Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

When the All-In-One has a problem, first make sure:

- The power cord is plugged into your All-In-One and into a properly grounded electrical outlet.
- Your telephone cord is securely attached to the LINE outlet and to the telephone wall jack.
- Your telephone has a dial tone.
- The operator panel and the cartridge access door are completely closed.
- Ready appears on the display.
- The sticker and transparent covering the bottom of the cartridges are removed.
- The USB cable is securely attached to the computer and to the All-In-One.
- The paper is loaded correctly.

If you are still experiencing a problem, click the topic that matches the problem you are having.

- **General problems**
- **Fax problems**
- **Operator panel display error messages**
- **Cartridge maintenance**



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

General problems

Problem:	Solution:
Paper jam	<p>Your All-In-One may have a paper jam in either the document path or the paper path. To clear a paper jam:</p> <ol style="list-style-type: none"> 1 Open the operator panel and remove any paper from the document path. 2 If paper is still jammed in the All-In-One, open the cartridge access door and remove any paper from the paper path. 3 Close the cartridge access door, and then close the operator panel firmly until it snaps into place. 4 Press Cancel/No.
Document does not print	<ul style="list-style-type: none"> • Make sure the All-In-One is connected to the computer correctly. Check the cable connections to the All-In-One and the computer. • Make sure the cartridges are properly installed. • Make sure the sticker and tape are removed from the bottom of the print cartridges. • Use an undamaged USB cable. • The print cartridge may be out of ink. • Make sure you select the All-In-One as the default printer.



- Basics
- Copying
- Printing
- Scanning
- Faxing
- Troubleshooting**
- Index

Problem:	Solution:
Document prints slowly	<ul style="list-style-type: none">• Close applications not in use.• Select Normal or Draft on the Quality/Color tab of the Settings dialog box.• Consider purchasing more random access memory (RAM) for your computer. <p>Note: Photos or documents containing graphics may take longer to print than regular text.</p>
Paper misfeeds or multiple sheets feed	<p>Make sure:</p> <ul style="list-style-type: none">• You use a paper recommended for inkjet printers.• You do not force the paper into the All-In-One.• You do not load too much paper in the All-In-One.• You load the paper correctly.• The paper guide rests against the left edge of the paper and does not cause the paper to bow in the paper support.• You select the correct paper type and size from the Paper tab of the Settings dialog box.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Problem:	Solution:
Vertical, straight lines are not smooth	<p>To improve the print quality of vertical, straight lines in tables, borders, or graphs:</p> <ul style="list-style-type: none"> • Select Color or Color Graphic from the Quality/Color tab of the Settings dialog box. • Align the cartridges. For help, see Aligning the cartridges. • Clean the print nozzles. For help, see Cleaning the print cartridge nozzles.
Characters are missing or unexpected	<ul style="list-style-type: none"> • Make sure the paper is loaded correctly and is a supported type. Try feeding one sheet at a time. Refer to the Help for a list of supported paper types. To access the Help, click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Help. • Make sure you do not have hard-coded spaces at the left margin of your document. • You may need to clean the cartridge nozzles. For help, see Cleaning the print cartridge nozzles. • You may need to align the cartridges. For help, see Aligning the cartridges. • Make sure you select the All-In-One as the default printer from your program.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Problem:	Solution:
Print is too dark or smudged	Make sure: <ul style="list-style-type: none">• You let the ink dry before handling the document.• You select the correct paper type and size from the Paper tab of the Settings dialog box.• The paper is straight and unwrinkled.• You select the appropriate quality for the paper type.• You may need to clean the cartridge nozzles. For help, see Cleaning the print cartridge nozzles.
Characters with white lines	<ul style="list-style-type: none">• The print cartridge may be running out of ink.• Remove and reinstall the print cartridge.• You may need to clean the cartridge nozzles. For help, see Cleaning the print cartridge nozzles.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Problem:	Solution:
<p>Print quality is poor at the edges of the page</p>	<p>Like other printers, the All-In-One cannot print in the extreme left, right, top, or bottom edges of a page. Use these minimum settings.</p> <ul style="list-style-type: none"> • Left and right margins: <ul style="list-style-type: none"> – 6.35 mm (0.25 in.) each for all paper sizes except A4 – 3.37 mm (0.133 in.) each for A4 size paper. • Top margin: <ul style="list-style-type: none"> – 1.7 mm (0.067 in.) • Bottom margin: <ul style="list-style-type: none"> – 16.51 mm (0.65 in.)
<p>Colors are faded or not printing correctly</p>	<ul style="list-style-type: none"> • Check the ink level graphic on the Cartridges tab of the Print Control Program. A cartridge may be out of or low on ink. • Use a different color setting. • Use a different brand of paper. Every paper brand accepts ink differently and prints with slight color variations. • Install a new color cartridge. The color cartridge may have run out of one or more ink colors. • Clean the cartridge nozzles. For help, see Cleaning the print cartridge nozzles. • Wipe the cartridge nozzles. For help, see Wiping the print cartridge nozzles and contacts.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Problem:	Solution:
Transparencies or photos contain white lines	<ul style="list-style-type: none"> • Select Color or Color Graphic from the Quality/Color tab of the Settings dialog box. • Clean the cartridge nozzles. For help, see Cleaning the print cartridge nozzles. • Wipe the cartridge nozzles. For help, see Wiping the print cartridge nozzles and contacts.
Transparencies or glossy photo papers stick together	<ul style="list-style-type: none"> • Remove each page as it exits the All-In-One and let it dry completely before stacking. • Use transparencies or photo papers designed for an inkjet printer.
Envelopes do not feed properly	<p>If regular paper feeds without problems, make sure:</p> <ul style="list-style-type: none"> • You load the envelopes correctly. • You use an envelope size supported by the All-In-One. For a list of supported paper sizes, see 100 sheets of custom size paper. • You select the envelope size from the Paper tab of the Settings dialog box.
Documents are printing black and white instead of color.	The print settings may be incorrect. For help, see Customizing the print settings .



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Fax problems

Problem:	Solution:
The machine is not working. The display is blank. The buttons do not work.	Check the power cord connection.
When the Speaker button is pressed from the Ready display, there is not a dial tone.	<ul style="list-style-type: none"> • Ensure that the telephone cord is properly connected. • Connect the All-In-One to another telephone and press the Speaker button. If you hear a dial tone, the problem may be with the telephone that you were using, not with the All-In-One.
The numbers stored in the Speed Dial memory do not dial correctly.	<p>Make sure the numbers are stored in the memory correctly. To print the Speed Dial list:</p> <ol style="list-style-type: none"> 1 Press Setup. 2 Press Menu until you see Print Report. 3 Press Options until you see Speed Dial List. 4 Press Start/Yes to print the list.
The document does not feed into the machine.	<ul style="list-style-type: none"> • Make sure the document is not wrinkled or folded and is not too thick or too thin. • Make sure that the operator panel is firmly closed. • Make sure the document is loaded far enough into the All-In-One for Document Loaded to appear on the display.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Problem:	Solution:
Incoming faxes are not received automatically.	<ul style="list-style-type: none"> • Make sure the fax receive mode is set to Ans/Fax or Fax. The current receive mode is in the upper right of the display. • Make sure all extension phones are hung up. • Make sure there is paper in the paper support. • Wait for more memory to become available.
Faxes cannot be received manually.	<p>Make sure you do one of the following:</p> <ul style="list-style-type: none"> • Press Start/Yes twice on the All-In-One operator panel. • Press *9* on your telephone keypad, and then hang up.
The machine will not send a fax.	<ul style="list-style-type: none"> • Make sure the document is loaded correctly. • Check the machine you are sending to for problems.
Incoming faxes are incomplete or contain blank spaces.	<ul style="list-style-type: none"> • Check the machine you are sending to for problems. • Check the telephone for line noise. • Make a copy to ensure your All-In-One is functioning properly. • Check the ink levels, the cartridges may be running out of ink.
There are spots on incoming faxes.	<ul style="list-style-type: none"> • Check the telephone for line noise. • Print a nozzle test pattern to be sure the cartridge nozzles are clean. For help, see Cleaning the print cartridge nozzles.
You are receiving poor quality faxes.	<ul style="list-style-type: none"> • The machine sending you a fax may have a dirty scanner bed. • Check the telephone line for noise.
Stretched words on incoming faxes.	The machine sending you a fax may have had a temporary document jam.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Problem:	Solution:
The machine dials a number, but fails to make a connection with another fax machine.	The fax machine you are dialing may be turned off, out of paper, or cannot answer incoming calls.
Pages have a small strip of text printed at the top with a large blank area below.	You may have selected the wrong paper size setting. See the Loading specialty paper section.
Incoming faxes have missing characters at the bottom edge of a page.	From the Settings Utility, click fax . From the Miscellaneous area, set Auto Reduction On.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Operator panel display error messages

Message:	Solution:
Add Cartridge	Open the operator panel, and then open the cartridge access door. Install the cartridges. Close the cartridge access door, and then close the operator panel. Press Options until the correct cartridge appears on the display, and then press Start/Yes .
Add Paper (You may hear a beep warning.)	Load paper in the paper support.
Cancel Pressed, Please Wait	Wait for the All-In-One to stop faxing the current job.
Change All Ink Change Black Ink Change Color Ink	Open the operator panel, and then open the cartridge access door. Install or reinstall the indicated cartridge(s). Close the cartridge access door, and then close the operator panel. Press Options until the correct cartridge displays.
Change Black Ink	Replace the black cartridge, and then select New Right. This resets the monitoring system, and then prints any faxes in memory.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Message:	Solution:
Check Cartridge Add Cartridges	<ol style="list-style-type: none"> 1 Open the operator panel, and then open the cartridge access door. Install a black cartridge or a photo cartridge. Close the cartridge access door, and then close the operator panel. Press Options until the correct cartridge displays. 2 Cancel the print job: <ul style="list-style-type: none"> – Click Start ▶ Settings ▶ Printers. – Double-click Lexmark X125 Printer icon. The active print jobs display. – Right-click the print job you want to stop, and then click Cancel Printing. 3 Print your document.
Document Out, Please Wait	Wait for all documents loaded in the document support to scan completely.
Enter Fax Number To Dial (with beep warning and return to Ready state)	Use the Settings Utility to set up speed-dial numbers.
Fax Speed #? Undefined	Enter an assigned speed-dial number. Use the Settings Utility to set up speed-dial numbers. For help, see Customizing the fax settings .



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Message:	Solution:
Learning DRPD Failed (with beep warning and return to Ready state)	Check your telephone line connection.
Load Document (with beep warning)	Load your document in the document support, and then press Start/Yes .
Memory Full!	Your All-In-One is low on memory. The job is stopped. Try to send your job again when more memory is available. If you are using the fax function when this error message appears, the sending machine should see a transmission error and send the fax again.
Memory Full (with return to Ready state)	Wait for memory to become available, and send your job again, or turn Memory XMIT off from the Setup menu or the Settings Utility. For help, see Customizing the fax settings .
Memory Full, Continue	Press Start/Yes to print the fully-scanned pages and continue scanning. Press Cancel/No to cancel copying.
Memory Full, To Abort, Cancel	Press Start/Yes to print the scanned pages in memory, and then continue the scanning process. Press Cancel/No to cancel the copy or fax job.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Message:	Solution:
Memory To Print	Your copy job will print after the print job is complete.
Open Cover And Remove Paper Jam	Open the operator panel and remove the jammed document.
PC Not Available (with beep warning and return to Ready state)	<ul style="list-style-type: none"> • Most of the time, when PC Not Available appears on your operator panel display, you are attempting to make multiple copies while your All-In-One is set to a color copy mode. If you would like to make multiple black and white copies without a computer, you can change the color mode to Black Draft, Black Normal, or Black Photo using the menus on your operator panel display. • If you would like to make multiple color copies, you must attach your All-In-One to your computer using a USB cable. <ul style="list-style-type: none"> – If you have installed the All-In-One software on your computer, click Start ▶ Programs ▶ Lexmark X125 Settings Utility. Use the Lexmark X125 Settings Utility to adjust the copy settings. – For All-In-One CD software installation instructions, refer to the <i>Quick Reference</i>. • If PC Not Available appears on your operator panel and you are not attempting to make multiple copies, verify that a standard USB cable is connected to the computer and that the computer is on and not in sleep mode.
Remove Paper Jam Then Press Start	Clear the Paper jam , and then press Start/Yes .



- Basics
- Copying
- Printing
- Scanning
- Faxing
- Troubleshooting**
- Index

Message:	Solution:
Resource Busy Try Later (with beep warning and return to prior state)	Wait for current computer-to-printer port activity to complete, and then send the job again.
Scan To Undefined (with beep warning)	Use the Lexmark Settings Utility to define the scan destination.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

Cartridge maintenance

Cleaning the print cartridge nozzles

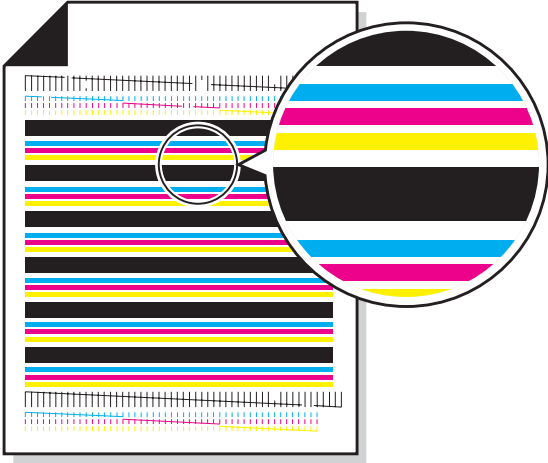
To improve print quality, you may need to clean the nozzles. You can use the operator panel or the Settings Utility to clean the nozzles.

Using the operator panel:	Using the computer:
<ol style="list-style-type: none"> 1 Load paper in the All-In-One. 2 Press Setup. 3 Press Menu until Maintenance appears on the display. 4 Press Options until Cartridge Clean appears. 5 Press Start/Yes. 	<ol style="list-style-type: none"> 1 Load paper in the All-In-One. 2 Click Start ▶ Programs ▶ Lexmark X125 ▶ Lexmark X125 Settings Utility. 3 Click print. 4 Click Properties. 5 From the Maintenance tab, select Clean printheads.



- Basics
- Copying
- Printing
- Scanning
- Faxing
- Troubleshooting**
- Index

The All-In-One feeds a sheet of paper and prints a nozzle test pattern similar to the one shown.



- 1 Examine the test pattern.
- 2 If the printed bars of the printout fade on either side or are shorter than the other bars, the cartridge is running low on that particular color ink. If this is the case, you need to replace the print cartridge. For help, see **Maintaining the cartridges**. If this is not the case, go to step 3.
- 3 Print your document again to verify the print quality has improved.

Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

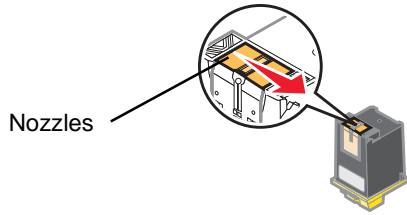
Index

- 4 If print quality does not improve, remove and reinstall the print cartridge.
- 5 Repeat the **Cleaning the print cartridge nozzles** procedure.
- 6 If print quality is still unacceptable, wipe the print cartridge nozzles. For help, see the next section.

Wiping the print cartridge nozzles and contacts

If the print quality does not improve after **Cleaning the print cartridge nozzles**, dried ink may be on the nozzles or contacts.

- 1 Remove the print cartridges.
- 2 Dampen a clean, lint-free cloth with water.
- 3 Hold the cloth against the nozzles for about three seconds. Gently blot and wipe dry in one direction.



Basics

Copying

Printing

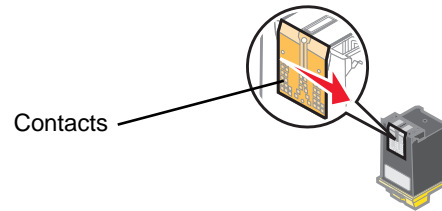
Scanning

Faxing

Troubleshooting

Index

- 4 Hold a clean, damp section of cloth against the contacts for about three seconds. Gently blot and wipe dry in one direction.



- 5 Let the nozzles and contacts dry completely.
- 6 Reinstall the print cartridges, and then print your document again.
- 7 If the print quality has not improved, try **Cleaning the print cartridge nozzles** up to two more times.
- 8 If print quality is still unsatisfactory, replace your print cartridges.



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

A

- aligning
 - cartridges 19
- awards
 - creating 40

B

- blank spaces 78
- booklets
 - assembling 38
 - printing 36
- business cards
 - personalizing 51

C

- calibrating
 - scanner 52
- cards
 - loading 13
 - setting recommendations 32
- cartridges
 - aligning 19
 - installing 17
 - part numbers 16
 - preserving 21
 - removing 17
- certificates

- creating 40
- copy settings
 - customizing 24
- copying
 - instructions 23
- creating
 - awards 40
 - certificates 40
 - signs 41
- custom size paper
 - loading 14
 - setting recommendations 32

D

- documents
 - copying 23
 - faxing 54
 - loading 15
 - printing 26
 - scanning 44
- DRPD
 - using 61

E

- Electronic emission notices ii
 - Industry Canada compliance statement iii
- envelopes

- loading 13
 - personalizing 51
 - setting recommendations 31
- error messages 80

F

- fax
 - receiving 60
 - sending 54
- fax features
 - advanced 55
- fax forwarding
 - canceling 63
 - using 62
- fax problems
 - document does not feed 77
 - incomplete 78
 - margins 79
 - missing characters 79
 - no dial tone 77
 - not connecting 79
 - not dialing correctly 77
 - not receiving automatically 78
 - not sending faxes 78
 - not working 77
 - poor quality 78
 - small strip of text 79
 - spots 78
 - words stretched 78



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

fax settings
 customizing 64
 faxing
 instructions 54

G

greeting cards
 loading 13
 setting recommendations 32

H

handouts
 printing 34

I

index cards
 loading 13
 setting recommendations 32
 installing cartridges 17
 instructions
 copying 23
 faxing 54
 printing 26
 scanning 44
 iron-on transfers
 loading 14
 setting recommendations 32

K

keypad 4

L

letterhead
 personalizing 51
 loading
 cards 13
 custom size paper 14
 documents 15
 envelopes 13
 greeting cards 13
 index cards 13
 iron-on transfers 14
 photo cards 13
 photo paper 13
 postcards 13
 specialty paper 13
 transparencies 14

M

messages
 error 80
 multiple sheets feed 72

N

notices

Electronic emission notices ii
 safety information ii
 Telecommunications notices v
 nozzles
 cleaning 85
 wiping 87

O

operator panel 3
 ordering supplies 12

P

paper jam 71
 part numbers
 black cartridges 16
 color cartridges 16
 photo cartridge 16
 personalizing
 business cards 51
 envelopes 51
 letterheads 51
 photo cards
 loading 13
 setting recommendations 32
 photo paper
 loading 13
 setting recommendations 32
 photo papers stick together 76



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

postcards
 loading 13
 setting recommendations 32
 print quality
 envelopes do not feed 76
 faded colors 75
 margins 75
 missing characters 73
 paper misfeeds 72
 photos contain white lines 76
 smudged 74
 too dark 74
 transparencies contain white lines 76
 transparencies stick together 76
 unexpected characters 73
 vertical straight lines not smooth 73
 white lines 74
 print settings
 customizing 26
 printing
 instructions 26

R

receiving
 fax 60
 removing cartridges 17

S

safety information ii
 scan settings
 customizing 46
 scanner
 calibrating 52
 scanning
 instructions 44
 to a file 48
 to an application 50
 to an e-mail 47
 to Text (OCR) 49
 set up
 answering machine 67
 computer modem 68
 telephone 65
 setting recommendations
 cards 32
 custom size paper 32
 envelopes 31
 greeting cards 32
 index cards 32
 iron-on transfers 32
 photo cards 32
 photo paper 32
 postcards 32
 transparencies 32
 signs
 creating 41

speaker
 using 59
 specialty paper
 custom size paper 14
 envelopes 13
 greeting cards 13
 index cards 13
 iron-on transfers 14
 loading 13
 photo cards 13
 photo paper 13
 postcards 13
 transparencies 14
 speed dial
 programming 57
 supplies
 ordering 12

T

Telecommunications notices v
 test page
 nozzle test pattern 86
 test pattern
 alignment 20
 transparencies
 loading 14
 setting recommendations 32
 T-shirts
 customizing 39



Basics

Copying

Printing

Scanning

Faxing

Troubleshooting

Index

two-sided printing 33

W

wiping nozzles 87

