LEXMARK™

X6100 Series

User's Guide for Windows

www.lexmark.com

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This software and any accompanying documentation provided under this agreement are commercial computer software and documentation developed exclusively at private expense.

Safety information

- Use only the power supply provided with this product or the manufacturer's authorized replacement power supply.
- Connect the power supply cord to an electrical outlet that is near the product and easily accessible.
- Refer service or repairs, other than those described in the user documentation, to a professional service person.

CAUTION: Do not use the fax feature during a lightning storm. Do not set up this product or make any electrical or cabling connections, such as the power supply cord or telephone, during a lightning storm.

Mercury statement

This product contains mercury in the lamp (<5mg Hg). Disposal of mercury may be regulated due to environmental considerations. For disposal or recycling information, contact your local authorities or the Electronic Industries Alliance: www.eiae.org.

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Finding more information

Your All-In-One comes with many helpful resources.

Resource	Description
Box contents	These items are in the box with your All-In-One: • Power supply • Line cord • *Setup sheet* • Installation software CD • *User's Guide* • Black print cartridge • Color print cartridge
Setup sheet	The setup sheet provides instructions on how to set up your All-In-One hardware and software and information on setup troubleshooting.
User's Guide	The *User's Guide* provides information on: • Basic usage of your All-In-One • Printing, scanning, copying, and faxing • Printing digital photos • Creating projects • Maintaining your All-In-One • Setup and general troubleshooting
Help	The Help provides information on using the All-In-One software. To access the help: Click the **Lexmark X6100 Series All-In-One Center** icon on your desktop, and then click **Help**.

Resource	Description
Readme file	After you install your software, you can access the Readme file from the **Lexmark 6100 Series All-In-One** folder. The Readme file contains late-breaking information that does not appear in the User's Guide or the Help. To access the Readme file: Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Readme**.
Lexmark Web site	The Web site has information on: • Upgrades–Software upgrade information • Customer Care–Contact information, order status, warranty, and repair information • Downloads–Drivers • Reference–Printer documentation and product specifications You can get more information from the Lexmark Web site at: **http://support.lexmark.com/**.

Setting up your All-In-One

Set up the All-In-One

Multiple methods of setup are possible with the All-In-One you have purchased. The *Setup sheet* that came with your All-In-One provides basic setup instructions. However, you can also connect your All-In-One with equipment, such as a telephone, an answering machine, or a computer modem.

> **Note:** The X6100 Series All-In-One is an analog device that works best when directly connected to the wall jack. Other devices (such as a telephone or answering machine) can be successfully attached to pass through the All-In-One, as described in the setup steps. If you want a digital connection such as ISDN, DSL, or ADSL, a third party device is required.

Equipment	Benefits	See this section:
• All-In-One • phone cord	Make copies and send and receive faxes without the use of a computer.	"Connecting directly to a telephone wall jack" on page 5
• All-In-One • telephone • two phone cords	• Use the fax line as a normal telephone line. • Set up your All-In-One wherever your telephone is. • Make copies and send and receive faxes without the use of a computer.	"Connecting to a telephone" on page 5

Equipment	Benefits	See this section:
• All-In-One • telephone • answering machine • three phone cords	Receive both incoming voice messages and faxes.	"Connecting to an answering machine" on page 7
• All-In-One • telephone • computer modem • three phone cords	Increase the number of phone connection outlets.	"Connecting to a computer modem" on page 8

Note: The phone cord must be connected into the correct position.
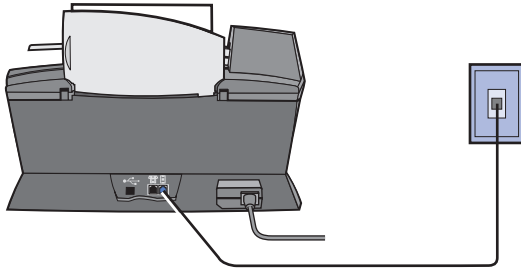
Telephone/
answering machine
port

Wall jack port

Connecting directly to a telephone wall jack

Connect a phone cord from the wall jack port on the All-In-One to the telephone wall jack.

Connecting to a telephone

If your All-In-One does not have a handset, you can connect a telephone to your All-In-One to use the fax line as a normal telephone line.
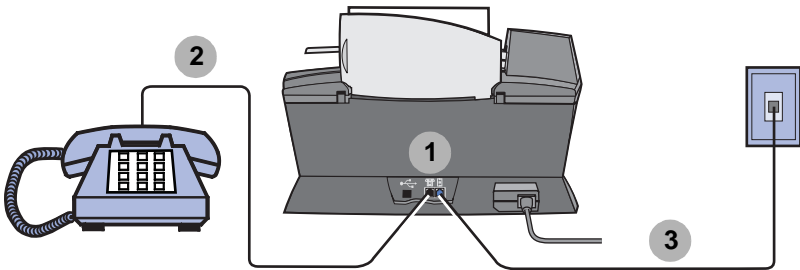
1 Remove the protective plug from the telephone/answering machine port on the back of the All-In-One.

2 Connect a phone cord from the telephone to the telephone/ answering machine port on the All-In-One.

3 Connect a phone cord from the wall jack port on the All-In-One to the telephone wall jack.

> **Note:** Special setup option shown on page 56 for manual receive modes.

Connecting to an answering machine
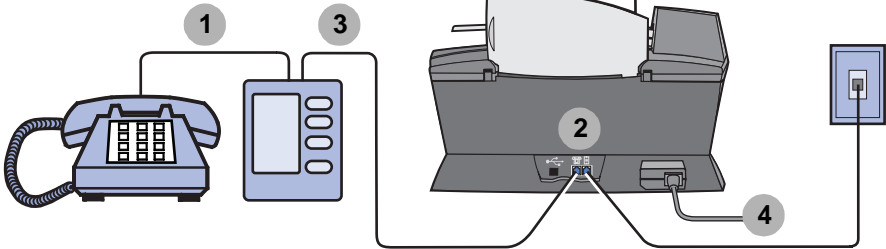
1 Connect a phone cord from the telephone to the answering machine.

2 Remove the protective plug from the telephone/answering machine port on the back of the All-In-One.

3 Connect a phone cord from the answering machine to the telephone/answering machine port on the All-In-One.

4 Connect a phone cord from the wall jack port on the All-In-One to the telephone wall jack.

> **Note:** Special setup option shown on page 57 for using answering machines with an X6170.

Connecting to a computer modem
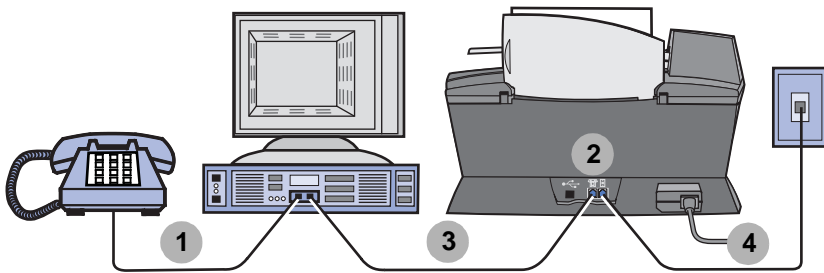
1 Connect a phone cord from the telephone to the computer modem.

2 Remove the protective plug from the telephone/answering machine port on the back of the All-In-One.

3 Connect a phone cord from the computer modem to the telephone/ answering machine port on the All-In-One.

4 Connect a phone cord from the wall jack port on the All-In-One to the telephone wall jack.

> **Note:** Special setup option shown on page 56 for manual receive modes.

Learning about your All-In-One

To set up your All-In-One, follow the instructions on the *Lexmark X6100 Series Setup sheet* to install the hardware and software. For setup troubleshooting, see page 87.

Understand the All-In-One parts

The Lexmark™ X6100 Series All-In-One is a color scanner, color printer, color copier, and color fax machine. This guide shows you how to use the All-In-One features.

> **Note:** You do not have to attach your All-In-One to your computer to make copies or send faxes.

The Lexmark X6100 Series is available in two models. One model has an Automatic Document Feeder (ADF), and the other does not. The table on page 12 describes each part.

A Lexmark X6100 Series with an ADF:

Automatic
Document
Feeder (ADF)

Paper
support

ADF input
tray

Control
panel

ADF exit
tray

Display

Top cover

Paper exit tray
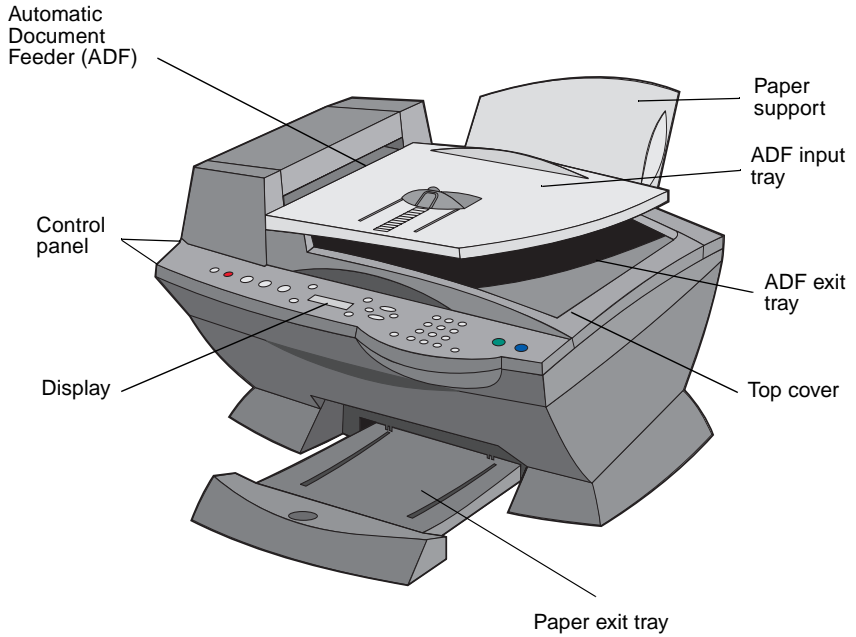
A Lexmark X6100 Series without an ADF:

Paper
support

Top cover

Control
panel

Display

Paper exit
tray

Scanner unit

Scanner lock

Scanner
support

USB cable port

Telephone/answering
machine port

Wall jack port

Power supply
connector
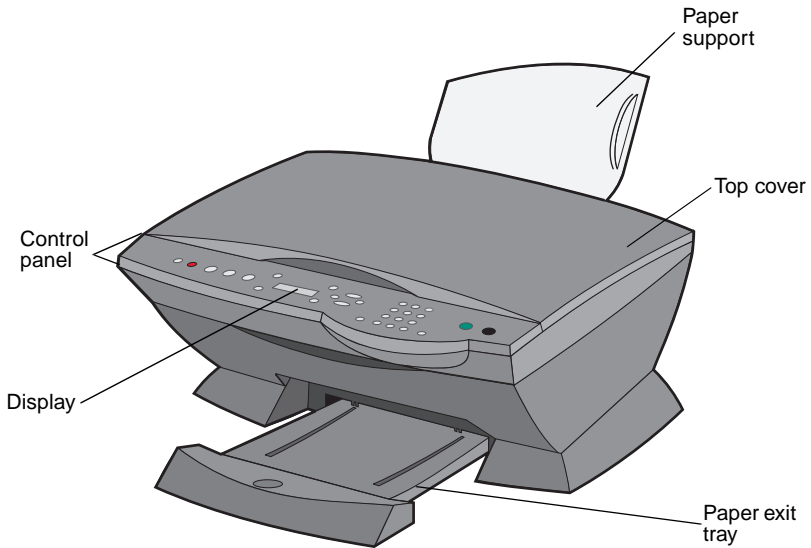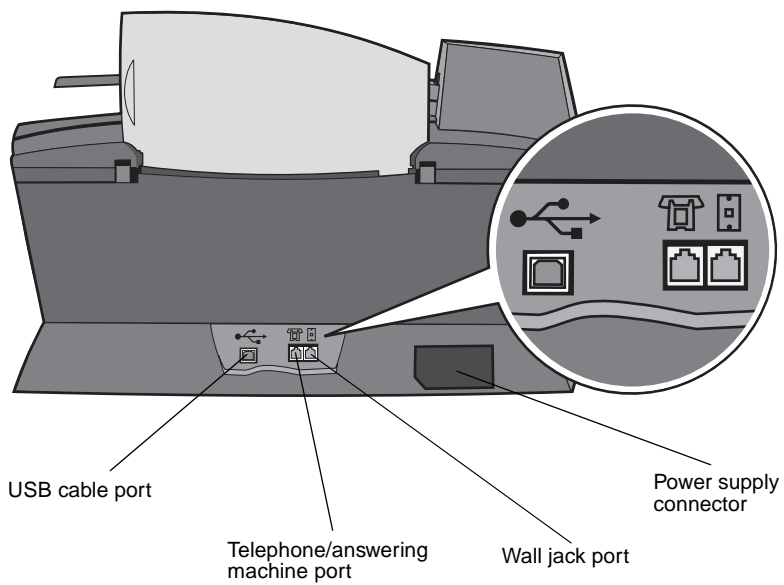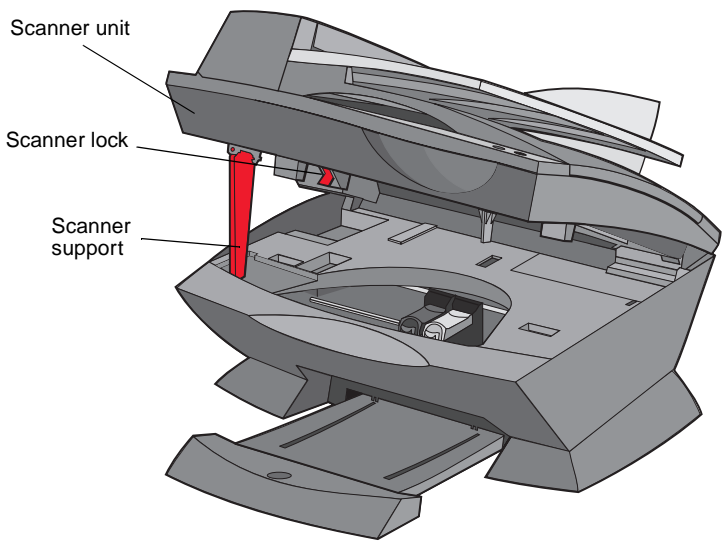
Use the:	When you want to:
Automatic Document Feeder (ADF)	Copy or fax multiple pages.
ADF exit tray	Pick up your original document after it has gone through the ADF.
ADF input tray	Load original documents in the All-In-One.
Display	Check the status of the All-In-One or view settings.
Control panel	Operate your All-In-One (attached to a computer or unattached). For more information, see page 13.
Paper exit tray	Stack paper as it exits the All-In-One.
Paper support	Load paper in the All-In-One.
Power supply connector	Supply power to the All-In-One.
Scanner lock	Lock or unlock the scanner. **Note:** Lock the scanner if you are moving your All-In-One. Unlock the scanner before use.
Scanner support	Keep the scanner unit open.
Scanner unit	• Install or change print cartridges. • Lock or unlock the scanner. **Note:** Lift the scanner unit to do these things.
Telephone/answering machine port	Connect an answering machine or telephone to your All-In-One.
Top cover	• Place an item on the scanner glass. • Remove an item from the scanner glass. **Note:** Lift or remove the top cover to do these things.
USB cable port	Connect your All-In-One to a computer.
Wall jack port	Connect the telephone line.

Use the control panel

The control panel buttons help you scan, copy, fax, and customize documents. When **Power** is lit, the All-In-One is on. You can select a mode from the Mode area, select or change settings using several of the buttons, and initiate a scan, copy, or fax from the Start buttons on the far right.

The display features:

- All-In-One status
- Messages
- Menus

The table beginning on page 13 describes each button function.
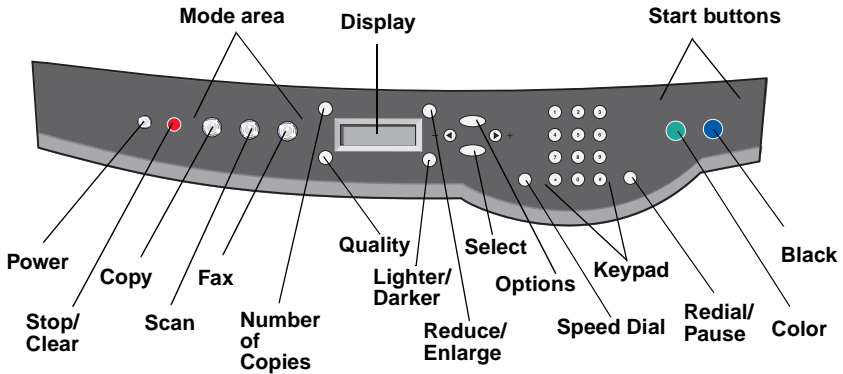
Press:	To:
Power	• Turn your All-In-One on or off.
Stop/Clear	• Cancel a scan, print, or copy job in progress. • Clear a fax number or end a fax transmission and return the display to the fax default. • Exit a menu. • Clear current settings and return to default settings.
Copy	Enter copy mode. **Note:** This button is lit when the All-In-One is in copy mode.

Press:	To:
Scan	Enter scan mode (possible when the All-In-One is attached to a computer). **Note:** This button is lit when the All-In-One is in scan mode.
Fax	Enter fax mode. The All-In-One can receive a fax while in any mode. **Note:** This button is lit when the All-In-One is in fax mode.
Quality	• Select from the following copy qualities: Quick, Normal, Better, or Best. • Select a fax resolution: Standard, Fine, Superfine, or Ultrafine. • Select a scan resolution when the All-In-One is attached to a computer.
Number of Copies	Specify a number (1-99) of copies.
Lighter/Darker	Lighten or darken a copy or fax.
Reduce/Enlarge	Customize the size of your original document by a percentage, Fit to Page, or to poster size.
Left arrow − ◀	• Decrease a number on the display. • Scroll through a list on the display.
Select	Choose the option that appears on the display.
Options	Scroll through the list of menu headings (see page 15).
Right arrow ▶ +	• Increase a number. • Scroll through a list on the display.
Speed Dial	Use the speed dial feature while the All-In-One is in fax mode. **Note:** If you press **Speed Dial** when your All-In-One is in copy or scan mode, the All-In-One will automatically switch to fax mode.

Press:	To:
A keypad number or symbol	• In fax mode: Enter fax numbers. Get through an automated answering system. Select letters when creating a Speed Dial list. Type numbers to enter or edit the date and time shown on the All-In-One display. • In copy mode: Select the number of copies you want to make.
Redial/Pause	• Redial the last number entered when the machine is in fax mode. • Insert a three-second pause in the number to be dialed. Enter a pause only when you have already begun entering the number. **Note:** If you press **Redial/Pause** when your All-In-One is in copy or scan mode, the All-In-One automatically switches to fax mode.
Color	Start a color copy, fax, or scan job. **Note:** In the Mode area, make sure the mode you want is lit.
Black	Start a black and white copy, fax, or scan job. **Note:** In the Mode area, make sure the mode you want is lit.

Enter text on the control panel

If you want to create a speed dial list using the control panel, you need to enter text using the keypad buttons.

To enter text:

1 Find the number button that corresponds to the letter you want to enter and press it repeatedly until the correct letter appears.

2 Press the right arrow button to move to the next character space.

>   **Note:** To enter a space between words, press the right arrow button twice.

3 Repeat the above steps until you are finished entering text.

4 Press **Select**.

Use the All-In-One software

The All-In-One software includes the:

- Fax Setup Utility (page 16)
- Lexmark All-In-One Center (page 19)
- Print Properties (page 19)
- Lexmark Photo Editor (page 21)
- Lexmark X6100 Series Solution Center (page 22)
- Optical Character Recognition (page 23)

Using the Fax Setup Utility

Use this utility to adjust the fax send and receive settings. When you save the settings, they apply to every fax you send or receive. You can also use this utility to create and edit your speed dial list.

- Click **Start** ▶ **Programs** ▶ **Lexmark X6100 Series** ▶ **Fax Setup Utility**.

- From the Lexmark All-In-One Center, click the **Maintain/ Troubleshoot** tab and then click **Display the Fax Setup Utility**.

Fax Setup Utility

| Send | Receive | Connection/Dialing | Speed Dial | Group Speed Dial |

When sending faxes

Personal information to include:

Your name: _____

Your fax number: _____

Maximum send speed: `33600`

Send fax with this print quality: `Standard`

☑ Scan the entire document before dialing the number

☑ Use error correction

Print fax usage report: `Print for all`

Print fax activity report: `On request`

| Defaults | Save Settings | Close | Help |

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The following table contains the Fax Setup Utility tabs.

On this tab:	You can:
Send	• Enter your name and fax number. • Select a maximum send speed and a print quality for outgoing faxes. • Choose whether to scan the entire document before dialing the number. • Choose whether to use error correction. • Select when to print a fax usage report. • Select when to print a fax activity report.
Receive	• Choose whether you want a header (the sender's fax number and name) to appear on each page you receive. • Choose whether you want to print a footer (date, time, and page number) on each page. • Automatically reduce an incoming fax to fit to the paper size loaded or print it on two sheets of paper. • Select whether you want to forward a fax or print it, and then forward it.
Connection/Dialing	• Select the number of times you want the machine to redial and the time between those attempts if the fax cannot be sent on the first try. • Select the phone line format you want to use (Pulse, Touch-tone, Behind a PBX). • Enter a dialing prefix. • Choose how (manually, if fax tones are detected, or after a certain amount of rings) you want to answer incoming calls. • Choose a distinctive ring.
Speed Dial	Add to, create, or edit the speed dial list.
Group Speed Dial	Create a group number and name and add phone numbers to the group.

Using the Lexmark All-In-One Center

To access the Lexmark All-In-One Center, the software driver for your Lexmark X6100 Series:

- Double-click the **Lexmark X6100 Series All-In-One Center** desktop icon.
- Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark All-In-One Center**.

You can use the Lexmark All-In-One Center to:

- Scan, copy, print, and do other tasks.
- View images you have scanned or saved.
- Select copy and scan settings.
- Access troubleshooting and maintenance information.
- Access the Fax Setup Utility (see page 16).

Using Print Properties

You can change your All-In-One settings in Print Properties. To open Print Properties:

1 With your document open, click **File ▶ Print**.
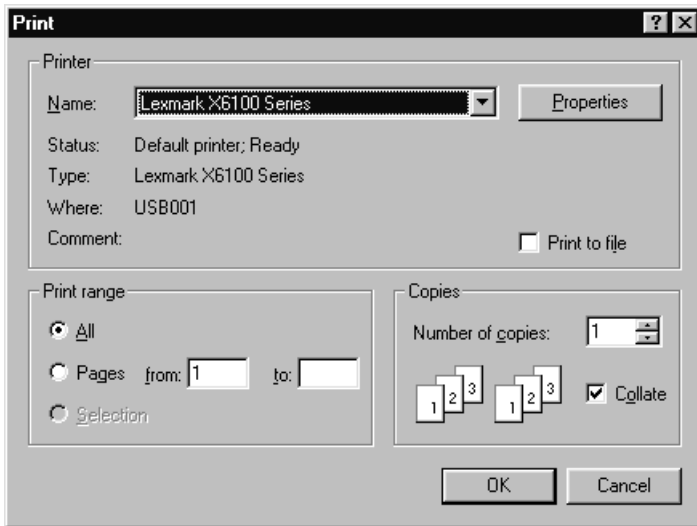
2 In the Print dialog box, click **Properties**, **Preferences**, **Options**, or **Setup** (depending on your program or operating system).

The Print Properties screen appears.
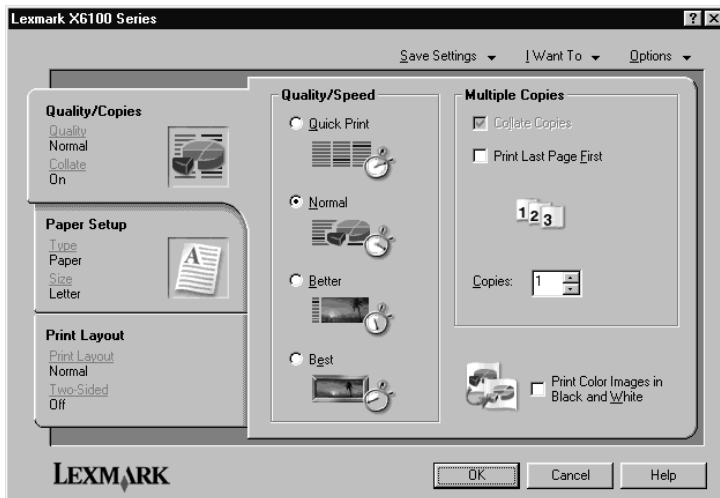
The I Want To menu helps you select the All-In-One settings needed to print a variety of things such as photos, banners, and envelopes.

Use the tabs (Quality/Copies, Paper Setup, and Print Layout) along the left side of the Print Properties dialog box to select your All-In-One print settings.

Using the Lexmark X6100 Series Photo Editor

The Photo Editor lets you adjust photo attributes (brightness, contrast, red eye reduction, and orientation) of scanned images. You can also crop an image or erase part of it.

To access the Lexmark X6100 Series Photo Editor, click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark Photo Editor**.
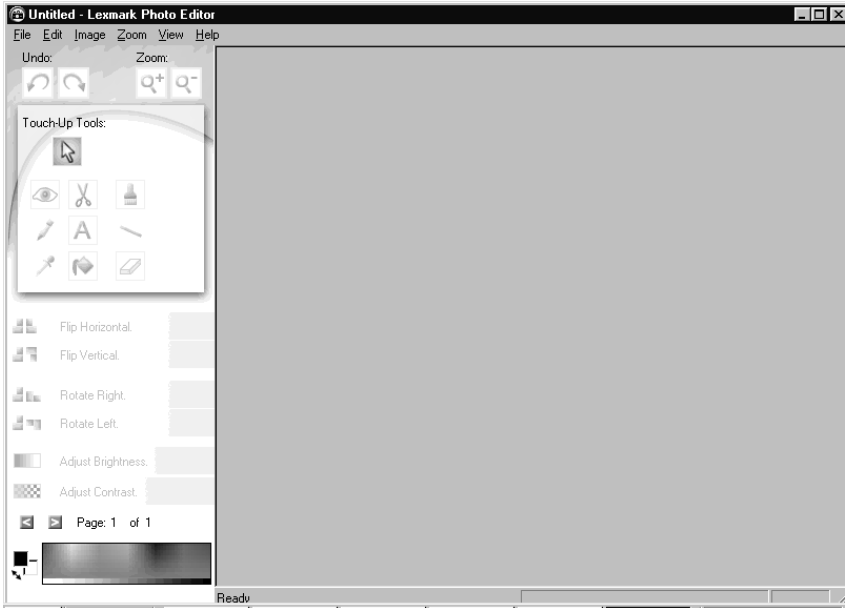
Using the Lexmark Solution Center

The Lexmark Solution Center (LSC) provides All-In-One help and information about printer status, paper type detected, and ink levels. There are two ways to open the LSC:

- Click **Start** ▸ **Programs** ▸ **Lexmark X6100 Series** ▸ **Lexmark Solution Center**.
- From the All-In-One Center, click the **Maintain/Troubleshoot** tab and click on a topic.
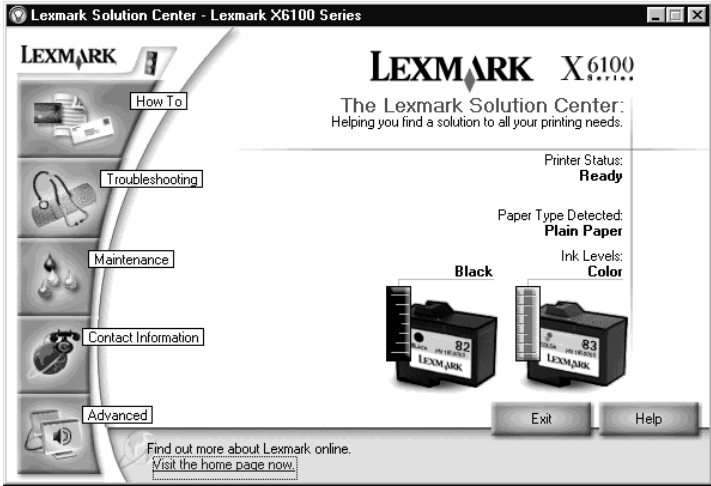
The following table describes the LSC tabs:

From this area or tab:	You can:
Printer Status	• Check printer status • Check ink levels
How To 	• Learn about basic features. • Print, scan, copy, and fax instructions. • Look at project information.

From this area or tab:	You can:
Troubleshooting	• Check the current All-In-One status. • View recommended Help topics. • View common troubleshooting topics. • Search for more specific troubleshooting topics.
Maintenance	• Install a new print cartridge. • Order new cartridges. • Print a test page. • Clean your print cartridges to fix horizontal streaks. • Align the cartridges.
Contact Information	• Order ink cartridges or supplies. • Get an All-In-One software update. • See special offers. • Register your All-In-One. • View Lexmark phone numbers. • Visit the Lexmark Customer Support Web site.
Advanced	• Change voice or appearance options. • See software version information. • Change the network printing settings.

Using Optical Character Recognition

You can use Optical Character Recognition (OCR) to edit document text.

1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

2 From the Productivity Tools list, select **Edit text found in a scanned document (OCR)**.

3 Follow the steps on your screen, and then click **Send Now**.

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Loading paper and originals

The basic functions of your All-In-One are the copy, scan, print, and fax functions. First, learn how to load paper into your All-In-One with the following instructions. Then, read on to learn how to copy, scan, print, and fax.

Load plain paper into the paper support

1 Place the paper against the right side of the paper support.

> **Note:** Do not force the paper into the All-In-One.
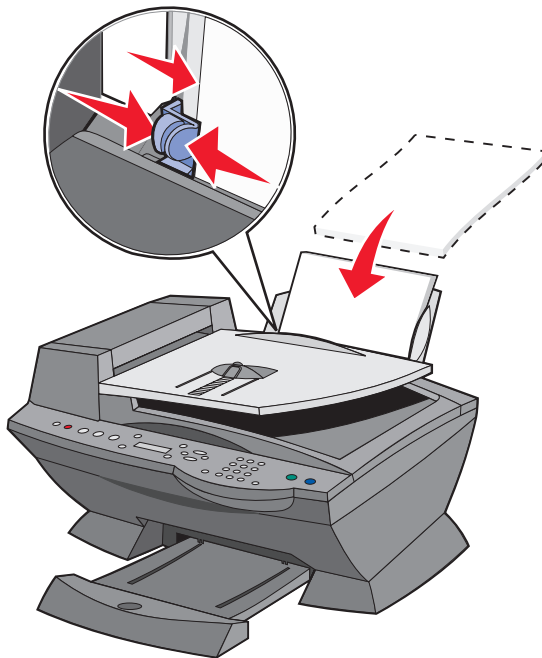
2 Squeeze and slide the paper guide to the left edge of the paper.

Note: The top of letter size paper should be slightly above the paper support.

Load banner paper into the paper support

1 Place a stack of banner paper (20 sheets or less) on the top cover, and feed in the first sheet.
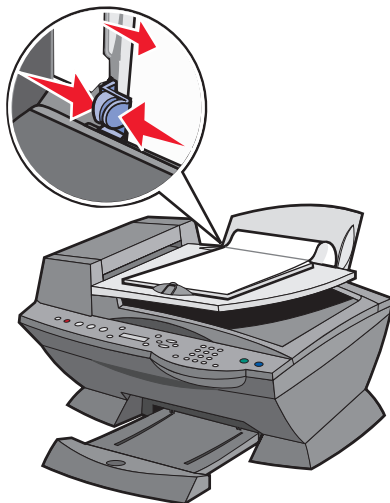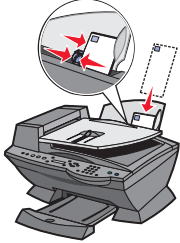
2 Place the paper against the right side of the paper support.

3 Squeeze and slide the paper guide to the left edge of the paper.

Note: Once the All-In-One begins printing, wait until you can see the leading edge of the banner exiting the All-In-One, and then carefully unfold the paper down to the floor in front of the All-In-One.
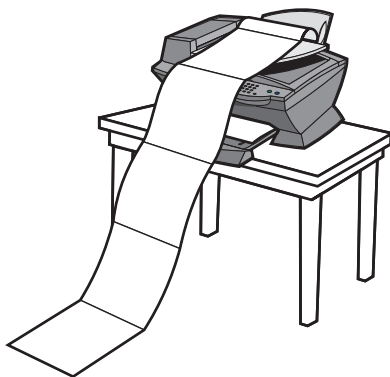
Follow these guidelines when loading paper in the paper support.

Load up to:	Make sure:
100 sheets of plain paper	• The paper is loaded vertically against the right side of the paper support. • The paper guide is against the left edge of the paper. **Note:** To load letterhead, make sure the front of the letterhead faces you, and feed the top of the letterhead into the All-In-One first.
10 envelopes	• The print side of the envelopes faces 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 left edge of the envelopes. • You choose to print the envelope with Landscape orientation. • You select the correct envelope size. Select the next biggest size if the exact envelope size is not listed, and set the left and right margins so that your envelope text will be correctly positioned on the envelope. **Note:** You can load a single envelope into the paper support without removing plain paper.
10 greeting cards, index cards, postcards, or photo cards	• The print side of the cards faces you. • The cards are loaded vertically against the right side of the paper support. • The paper guide rests against the left edge of the cards.
25 sheets of coated, photo, or glossy paper	• The glossy or coated side of the paper faces you. • The paper guide rests against the left edge of the photo paper.
10 transparencies	• The rough side of the transparencies faces you. • The paper guide rests against the left edge of the transparencies. **Note:** You can load a single transparency into the paper support without removing plain paper.

Load up to:	Make sure:

100 sheets of custom size paper	• The print side of the paper faces you.
	• Your paper size fits within these dimensions:
	Width
	    • 76 - 216 mm
	    • 3.0 - 8.5 inches
	Length
	    • 127 - 432 mm
	    • 5.0 - 17.0 inches
	• The paper guide rests against the left edge of the paper.

25 iron-on transfers	• You follow the loading instructions on the iron-on transfer packaging. • The blank side of the transfers faces you. • The paper guide is against the left edge of the iron-on transfers.
20 sheets of banner paper	• The banner paper is designed for use with inkjet printers. • You select **Letter Banner** or **A4 Banner** in Print Properties. For help, see "Using Print Properties" on page 19. Failure to do so will cause a paper jam. • You remove any paper from the paper support before inserting banner paper. • Place a stack of banner paper with only the number of sheets you need to print your banner on top of the All-In-One.

Note: The paper exit tray can hold up to 50 sheets of paper.

Load an original document into the ADF

You can load up to 50 sheets of your original document (text side up) in the ADF (available on some models) for scans, copies, and faxes.

Note: You can load A4, Letter, or legal size paper into the ADF text side up.
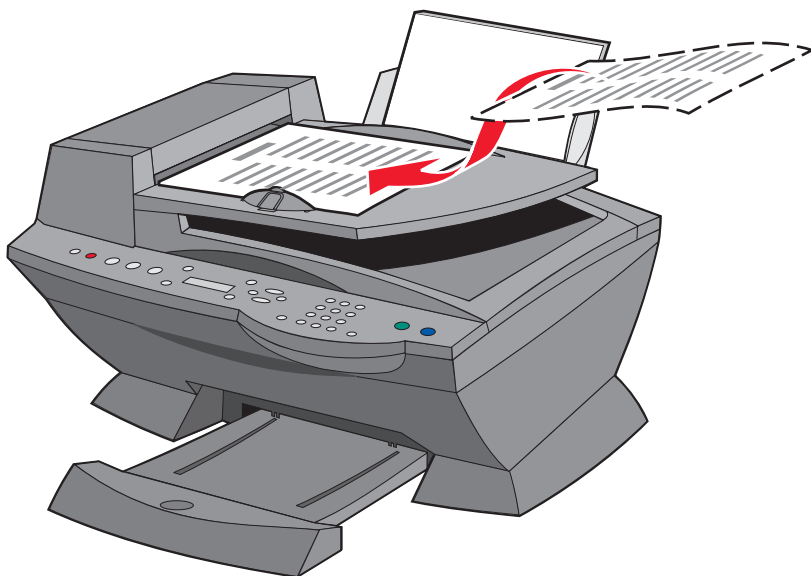
Note: You cannot load small images in the ADF. Place small images on the scanner glass.

Note: Make sure you select paper type and paper size in Print Properties. For help, see "Using Print Properties" on page 19.

Load an original document on the scanner glass

1 Make sure your computer and your All-In-One are on.

2 Open the top cover.

3 Place the original document face down on the scanner glass in the upper left corner.
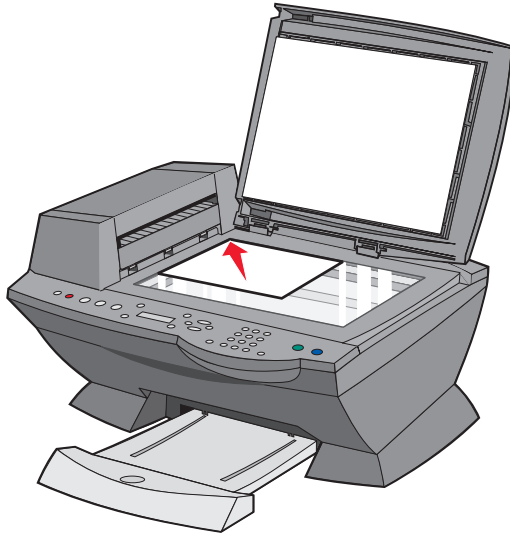
4 Close the top cover.

> **Note:** Make sure you select paper type and paper size in Print Properties. For help, see "Using Print Properties" on page 19.

Copying

You can use your All-In-One to copy in several ways.

Copy using the control panel and the scanner glass

1 Make sure your All-In-One is on.
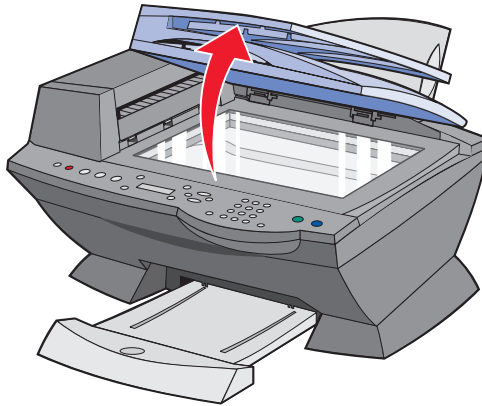
2 Open the top cover.

3 Place the item you want to copy face down on the scanner glass in the upper left corner. Make sure the top of the document faces left.
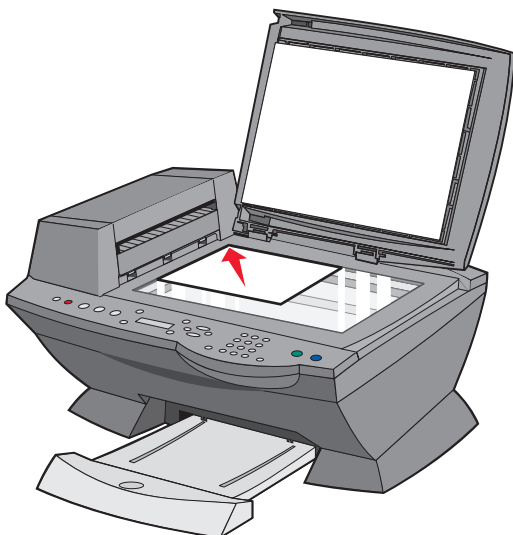
4 Close the top cover, and then load paper in the paper support.
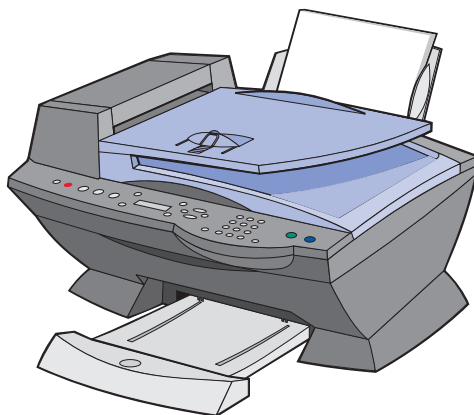
5 From the Mode area on the control panel, press **Copy** to enter copy mode.

6 If you want to make more than one copy, press the numbers on the keypad that correspond with the number of copies you want to make.

7 From the Start area on the control panel, press **Color** to create a color copy of a color image or press **Black** to create a black and white copy.

`Copying` appears on the display.

Copy using the control panel and the ADF

1 Make sure your All-In-One is on and blank paper is loaded in the paper support.

2 Load up to 50 sheets of your document face-up into the ADF (available on some models).
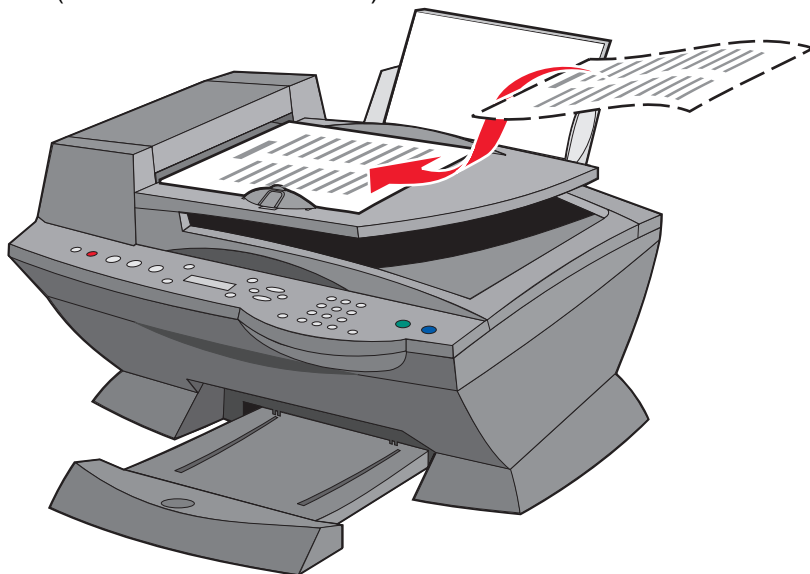
3 From the Mode area on the control panel, press **Copy** to enter copy mode.

4 From the control panel, customize your document. See page 37 for setting and menu options.

5 From the Start area on the control panel, press **Color** to create a color copy of a color image or press **Black** to create a black and white copy.

`Copying` appears on the display.

Copy using the All-In-One software and scanner glass

1 Make sure blank paper is loaded in the paper support.

2 Make sure your computer and your All-In-One are on.

3 Open the top cover.
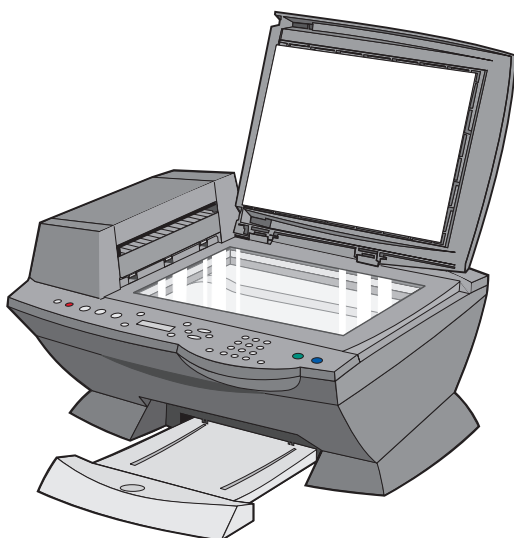
4 Place the item you want to copy face down on the scanner glass in the upper left corner.
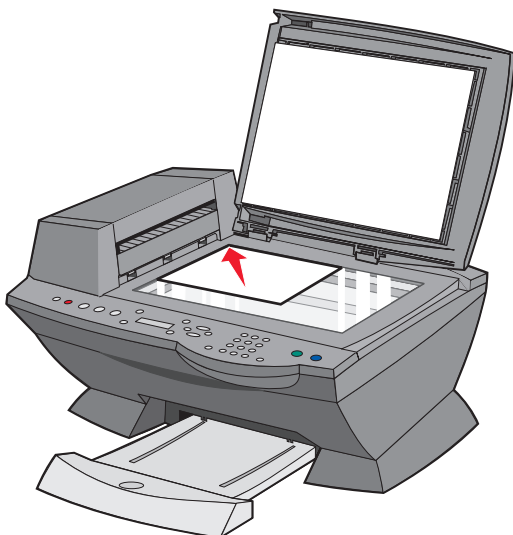
5 Close the top cover.
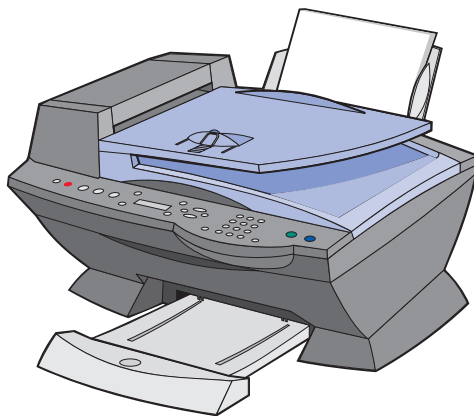
6 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center icon**.

The All-In-One Main Page appears.

7 Click **See More Copy Settings**.

8 Select a quantity and color for your copies.

> **Note:** To choose a paper size or further customize your copy job, click **Display Advanced Copy Settings**.

9 Click **Copy Now**.

Copy using the All-In-One software and ADF

1 Make sure your computer and All-In-One are on and paper is loaded in the paper support.

2 Load up to 50 sheets of your document face-up into the ADF (available on some models).

3 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

4 Click **See More Copy Settings**.

5 Select a quantity and color for your copies.

Note: To choose a paper size or further customize your copy job, click **Display Advanced Copy Settings**.

6 Click **Copy Now**.

Control panel menus

When you press the **Options** button repeatedly, the following menu headings appear.

Copy mode

From this sub menu:	You can:
`BLANK PAPER SIZE`	Specify the size of the paper loaded in the paper support: • `Letter` • `Legal` • `B5` • `A4` • `A5` • `A6` • `3x5` • `4x6` • `L` • `2L` **Note:** For other specialty sizes, see the All-In-One Center.
`BLANK PAPER TYPE`	Specify the type of paper loaded in the paper support: • `Auto Detect` (default) • `Plain` • `Coated` • `Photo` • `Transparency` Auto Detect optimizes the setting according to the type of paper loaded. **Note:** For other specialty types, see the All-In-One Center.

From this sub menu:	You can:
`REPEAT IMAGE`	Specify how many copies of one image you want on one page: • `1 x per page` • `4 x per page` • `9 x per page` • `16 x per page`
`COLOR`	Adjust the color intensity of the copy.
`ORIGINAL SIZE`	Specify the size of the document on the glass. Auto detect is the default. **Note:** Specify an original size other than Auto Detect to confine the scan area to the size of the original selected.
`CONTENT TYPE`	Specify the type of document on the scanner glass.
`COLLATE-BLACK`	Collate multiple black and white copies. **Note:** You can collate color copies from the All-In-One software.
`KEY PRESS TONE`	Turn on or off the sound that is made when you press a control panel button. The options are: • `Off` • `Low` (default) • `High`
`MAINTENANCE`	• Check ink levels. • Change cartridges. • Align cartridges. • Clean cartridges. • Print a test page.
`POWER SAVE`	Select a time to begin reducing power: • `After 30 min` (default) • `After 60 min` • `Never` • `Immediately` • `After 10 min`
`CLEAR SETTINGS`	Select when you want your All-In-One to return to the default settings: • `After two min` • `Never`

From this sub menu:	You can:
`SET DEFAULTS`	Set your default settings to: • **`Use Factory`** • **`Use Current`**
`LANGUAGE`	Select a language for all display text.

Note: The option currently selected is noted with an asterisk (*) on the display.

Scanning

You can use your All-In-One to scan in several ways.

Scan using the control panel and the scanner glass

1 Make sure your All-In-One is on and connected to your computer.

2 Open the top cover.

3 Place the item you want to scan face down on the scanner glass in the upper left corner.
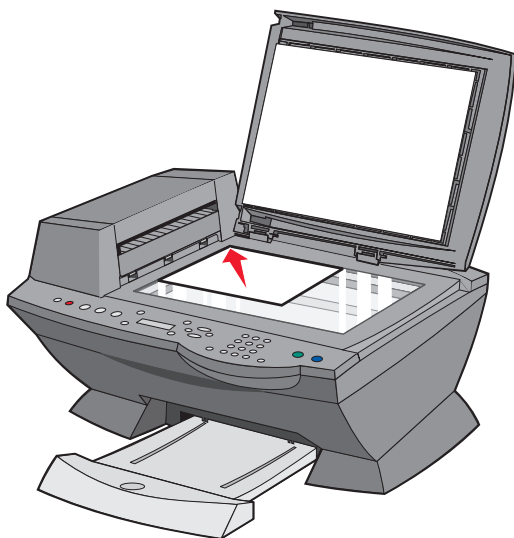
4 Close the top cover.
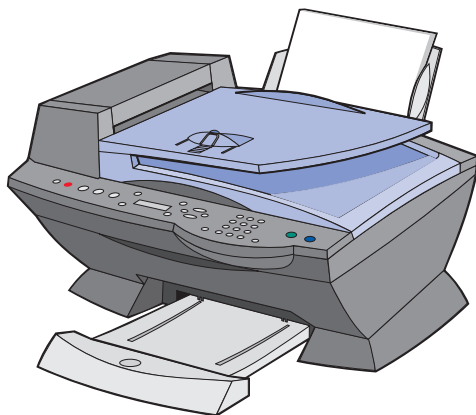
5 From the Mode area on the control panel, press **Scan** to put the All-In-One in scan mode.

6 Press the right arrow button to scroll through the list of possible programs to which you can scan.

7 Press **Select** when the program to which you want to scan appears.

8 From the Start area on the control panel, press **Black** to begin a black and white scan or **Color** to begin a color scan.

Scan using the All-In-One software and the scanner glass

1 Make sure your computer and All-In-One are on.

2 Open the top cover.
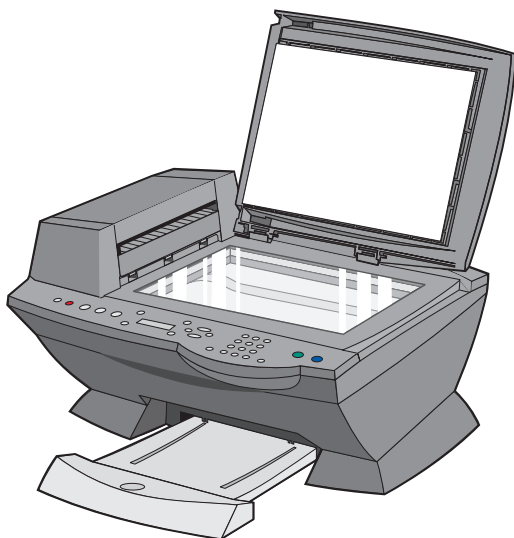
3 Place the item you want to scan face down on the scanner glass in the upper left corner.
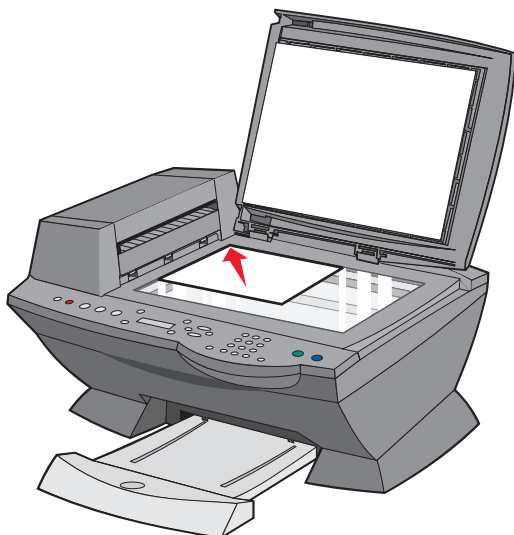
4 Close the top cover.
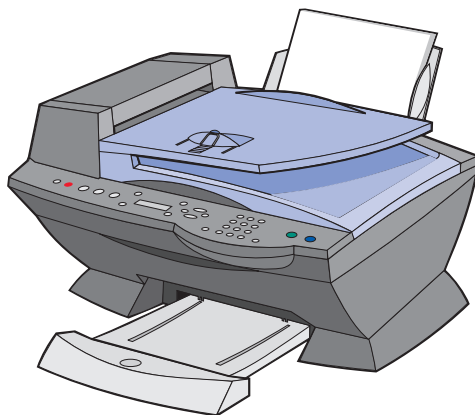
5 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.
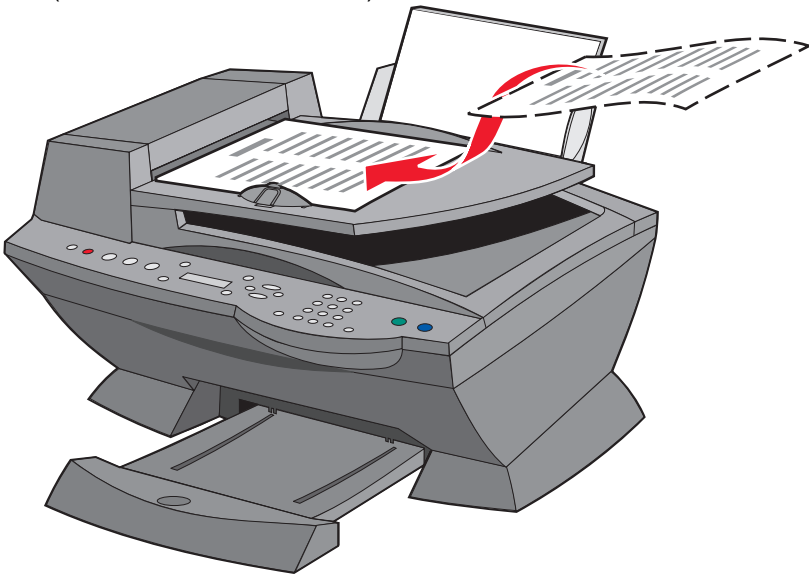
The All-In-One Main Page appears.

6 From the Send scanned image to: drop-down box, select your scan destination.

7 Click **See More Scan Settings**.

8 Answer the other questions on your screen to further customize your scan job.

9 Click **Scan Now**.

Scan using the control panel and the ADF

1 Make sure your computer and All-In-One are on.

2 Load up to 50 sheets of the original document face up into the ADF (available on some models).
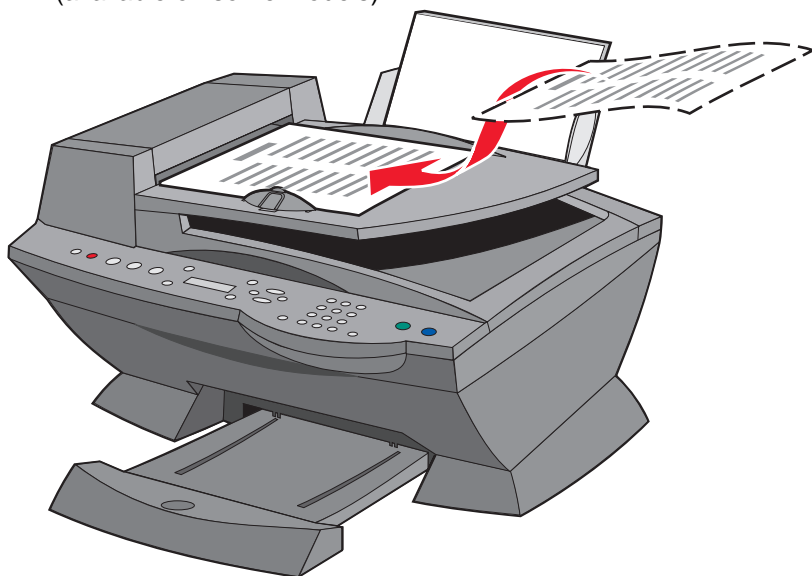
3 From the Mode area on the control panel, press **Scan** to put the All-In-One in scan mode.

4 Press the right arrow button to scroll through the list of possible programs to which you can scan.

5 Select the program to which you want to scan.

6 From the Start area on the control panel, press **Black** to begin a black and white scan or **Color** to begin a color scan.

Scan using the All-In-One software and the ADF

> **Note:** Some programs do not support multiple page scanning.

1 Make sure your computer and All-In-One are on.

2 Load up to 50 sheets of the original document face up into the ADF (available on some models).
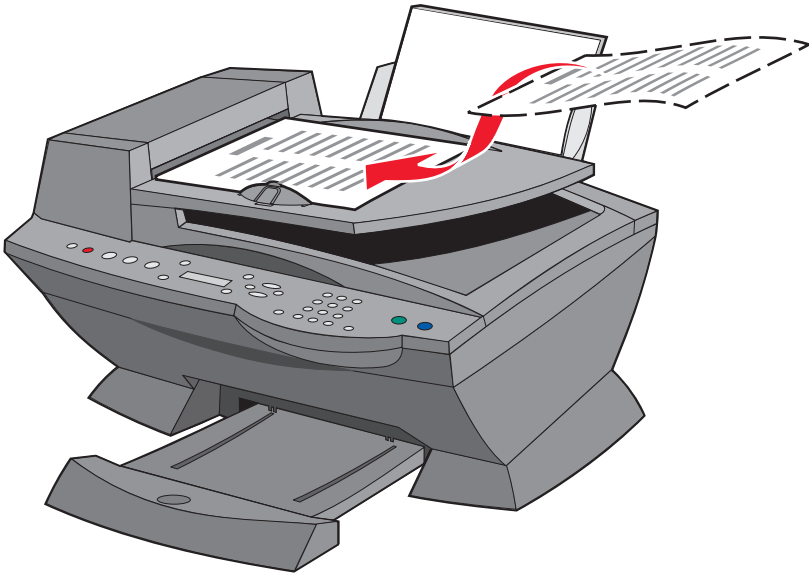
3 Double-click the **Lexmark X6100 Series All-In-One Center** desktop icon.

The All-In-One Main Page appears.

4 From the Send scanned image to: drop-down box, select your scan destination.

> **Note:** If you want to further customize your scan, click **See More Scan Settings** for more customizing options.

5 Click **Scan Now**.

Scan multiple images

You can scan multiple images at once to save time:

1 Put the first sheet on the scanner glass.

2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

3 From the Send scanned image to: drop-down box, select your scan destination.

4 Click **See More Scan Settings**.

5 Click **Display Advanced Scan Settings**.

The Advanced Scan Settings dialog box appears.

6 Select **Scan multiple items before output**.

7 Click **OK**.

8 Click **Scan Now**.

9 When you are prompted to do so, place the next page on the scanner glass.

E-mail a scanned image or document

You can send photographs to people through e-mail:

1 Open the top cover.

2 Place the photograph you want to scan face down on the scanner glass.

3 Close the top cover.

4 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

5 Click **Preview Now**.

6 From the Productivity Tools area, click **E-mail an image or document**.

7 From the What is being scanned? menu, select **Photo**.

8 Follow the instructions on the screen to prepare the photograph for e-mail.

9 Click **Attach Now**.

10 Write a note to accompany the attached photo, and then send it.

Save an image on your computer

1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

2 From the Productivity Tools area, click **Save an image on my computer**.

3 Follow the directions to save an image on your computer.

Edit text found in a scanned document using Optical Character Recognition

1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

2 From the Productivity Tools list, click **Edit text found in a scanned document (OCR)**.

3 Follow the steps on your screen.

Enlarge or reduce documents

1 Make sure you have paper loaded in the paper support.

2 Open the top cover.

3 Place the document or pattern you want to enlarge or reduce face down on the scanner glass.

4 Close the top cover.

5 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

6 Click **Preview Now**.

7 From the Productivity Tools area, select **Enlarge or reduce an image**.

8 Follow the instructions on the screen to select the size of your new image.

9 When you are finished customizing your image, click **Print Now**.

Control panel menus

When you press the **Options** button repeatedly, the following menu headings appear.

Scan mode

From this sub menu:	You can:
`ORIGINAL SIZE`	Specify the size of the document on the scanner glass. **Note:** Leave this on Auto Detect (default) unless the size of the document you printed is not satisfactory.
`POWER SAVE`	Select a time to begin reducing power: • `After 10 min` • `After 30 min` (default) • `After 60 min` • `Never` • `Immediately`

From this sub menu:	You can:
`CLEAR SETTINGS`	Select when you want your All-In-One to return to the default settings: • **`After two minutes`** • **`Never`**
`SET DEFAULTS`	Set your default settings to: • **`Use Factory`** • **`Use Current`**
`LANGUAGE`	Select a language for all display text.

Note: The option currently selected is noted with an asterisk (*) on the display.

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Printing

Print a document

1 Make sure your computer and your All-In-One are on.

2 With your document open, click **File ▶ Print**.

3 To change the All-In-One settings, click **Properties, Options, Setup,** or **Preferences** (depending on the program or operating system), and then make changes to the settings.

4 Click **OK**.

5 From the Print dialog box, click **OK** or **Print** (depending on the program).

Print collated copies

When your All-In-One is attached to your computer, you can print black and white or color collated copies. To print collated copies:

1 Make sure you have paper loaded in the paper support.

2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center icon**.

The All-In-One Main Page appears.

3 Click **See More Copy Settings.**

4 Select the **Collate Copies** check box.

5 Click **Copy Now**.

When you are using your All-In-One without a computer, you can print black and white collated copies:

1 Make sure you have paper loaded in the paper support.

2 Press **Copy**.

3 Press **Options** repeatedly until `Collate - Black` appears.

4 Press the right arrow to scroll to the amount of pages you want to collate.

5 Press **Select**.

Print more than one page on a sheet of paper

1 Make sure paper is loaded.

2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center icon**.

The All-In-One Main Page appears.

3 From the Productivity Tools area, click **More than one page on a sheet of paper**.

4 Follow the instructions on your screen.

Print an image as a multi-page poster

1 Make sure you have paper loaded in the paper support.

2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center icon**.

The All-In-One Main Page appears.

3 Under Productivity Tools, click **Print an image as a multi-page poster**, and then follow the instructions to print your poster.

Print last page first

1 Make sure you have paper loaded in the paper support.

2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center icon**.

The All-In-One Main Page appears.

3 Click **See More Copy Settings**.

4 Select the **Print Last Page First** check box.

5 Click **Copy Now**.

Print repeating images

You can print the same image multiple times, as few as two per page and as many as eight per page, on one sheet of paper:

1 Load A4 or letter size paper in the paper support.

2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

3 From the Productivity Tools menu, click **Repeat an image several times on one page**.

4 Follow the instructions on your screen, and then click **Print Now**.

Print two images on one page

You can print two images on one page to save paper or create interesting documents:

1 Make sure you have paper loaded.

2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

3 Click **View Saved Images**.

4 From the Productivity Tools menu, click **Print two different pictures on one page (2 on 1)**.

5 Follow the instructions on your screen.

Print a banner

1 Place a stack of banner paper (20 sheets or less) on the top cover, and feed in the first sheet.
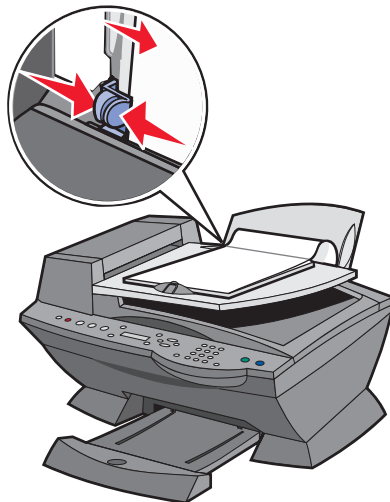
2 With your document open, click **File ▸ Print.**

3 Click **Properties**.

4 From the I Want To menu, click **Print a banner**.

5 Follow the instructions on your screen.

6 Click **OK**.

7 Click **OK**.

8 Click **OK**.

Note: Once the All-In-One begins printing, wait until you can see the leading edge of the banner exiting the All-In-One, and then carefully unfold the paper down to the floor in front of the All-In-One.
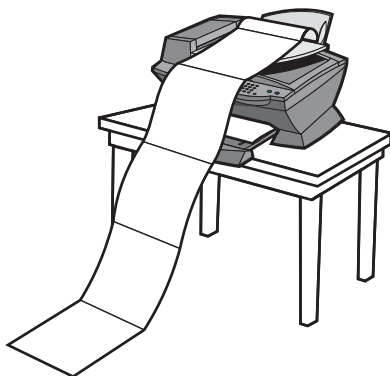
Faxing

You can use your All-In-One to send color or black and white faxes. You can send and receive (see page 55) A4, legal, and letter size documents.

If you want to...	In this way...	See this topic:
Receive a fax	The All-In-One always answers the call.	"Automatically" on page 56
	You answer calls and decide to accept a fax.	"Manually" on page 56
	The answering machine answers calls or the All-In-One detects fax tones and accepts a fax.	"Answering machine" on page 57
Send a fax	Using the control panel and scanner glass	"Use the control panel and scanner glass" on page 57
	Using the control panel and ADF	"Use the control panel and ADF" on page 60
	Using the All-In-One Center	"Use the All-In-One Center" on page 61
	Sending a fax from your PC	"Send a fax from your PC" on page 61
Customize a fax job	Using the Fax Setup Utility	"To customize your settings" on page 67
	Using the control panel	"Use the control panel" on page 67

Receive a fax

You can choose to receive a fax automatically, manually, or through an answering machine.

Note: For your All-In-One to receive a color fax, the machine from which you are receiving must also support color faxes.

Automatically

Recommended for a dedicated fax line.

Your All-In-One will automatically accept incoming faxes. If you change your settings and want to reset to automatic answering mode:

1 From the control panel, press **Fax**.

2 Press **Options** until `Answer fax when` appears.

3 Press the right arrow to choose `After 1 ring`, `After 2 rings`, `After 3 rings` (default), or `After 5 rings`.

4 Press **Select**.

When the number of rings that you set is detected, the All-In-One automatically receives your fax.

Manually

Recommended for a shared fax and telephone line.

You can choose to accept incoming faxes by setting your All-In-One to manual answering mode.

1 From the control panel, press **Fax**.

2 Press **Options** until `Answer fax when` appears.

3 Press the right arrow to choose `Manual-Press #`.

4 Press **Select**.

5 When it rings, pick up a telephone that is connected to the external jack of the All-In-One and listen for the fax calling tone.

6 Press the pound (**#**) key on the telephone to accept the incoming fax.

7 Hang up the telephone.

The All-In-One receives your fax.

> **Note:** To successfully accept an incoming fax, you must use the telephone that is directly attached to the All-In-One.

Answering machine

Recommended for a shared fax and telephone line.

To receive a fax if you are connected through an answering machine:

1 From the control panel, press **Fax**.

2 Press **Options** until `Answer fax when` appears.

3 Press the right arrow to choose `Fax Tone Heard`.

4 Press **Select**.

When a ring is detected, the answering machine picks up the call.

- If a fax is detected, the All-In-One receives the fax, and disconnects the answering machine.
- If not, the answering machine completes the call.

> **Note:** To successfully accept an incoming fax, you must use the telephone that is directly attached to the All-In-One.

> **Note:** You must set up the equipment as shown on page 5 and 6 to work properly.

Send a fax

Use the control panel and scanner glass

1 Make sure your All-In-One is on.

2 Open the top cover.

3 Put the first page of your document face down on the scanner glass in the upper left corner.
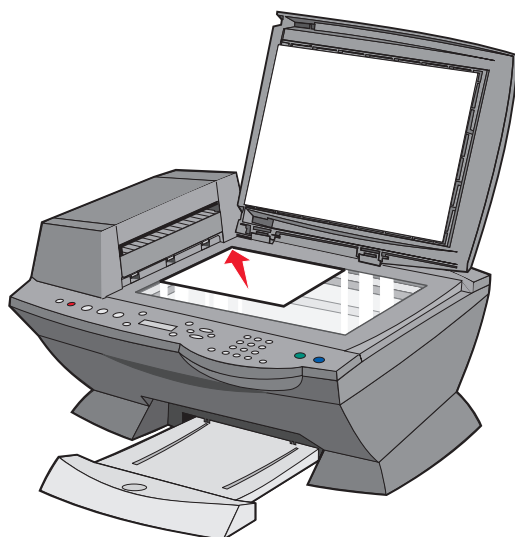
4 Close the top cover.
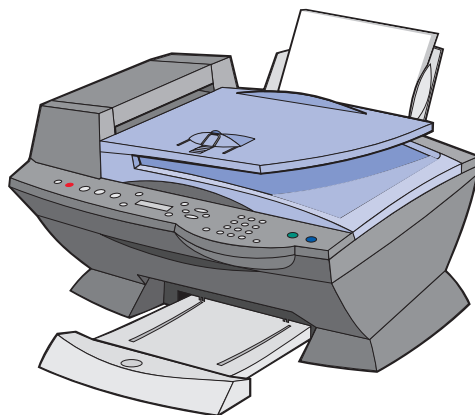
5 On the control panel, press **Fax**.

6 Using the numbers on the keypad, enter the fax number.

7 Press **Black** or **Color.**

8 Do you have another page?

- If not, press 2 to answer **No**.

- If yes, press 1, then follow these steps:

    1 When your machine prompts you for another page, place the second page of your document face down on the scanner glass.

    2 Press **Select**.

    3 Repeat these steps until you have scanned the last page of your document. Then, press 2 to answer **No**.

    > **Note:** To send a color fax from your All-In-One, the machine to which you are sending a fax must also support color faxes.

Use the control panel and ADF

1 Make sure your All-In-One is on.

2 Load up to 50 sheets of your original document face up in the ADF.
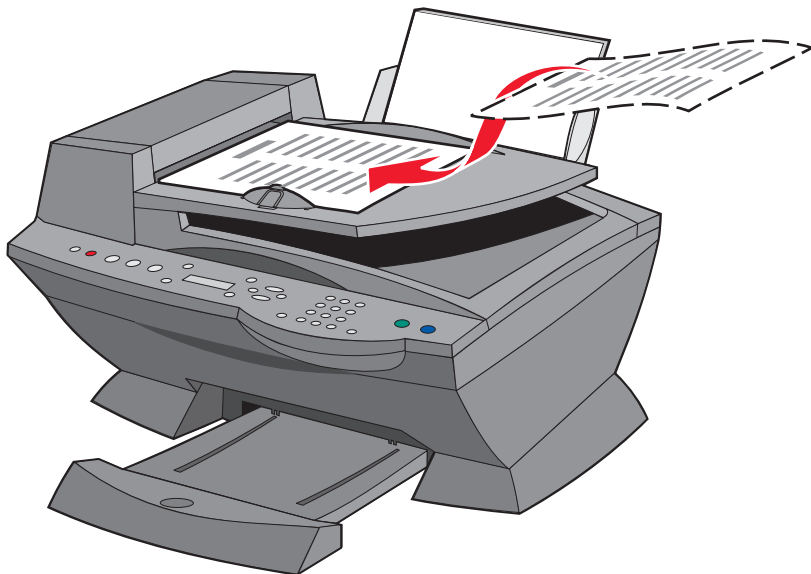
3 On the control panel, press **Fax.**

4 Use the keypad to:

- Enter the fax number, and then press **Black** or **Color**.
- Press **Speed Dial**, and then:
- Use the arrow keys to scroll through the list to find the number you want, and then press **Black** or **Color**.
- Use the keypad to enter a two-digit number (viewable in the upper left of the display), and then press **Black** or **Color**.

> **Note:** If you do not have a Speed Dial list but want to create one, see page 62.

The All-In-One scans your document and sends your fax to the number you entered.

Use the All-In-One Center

1 Make sure your All-In-One is attached to a computer.

2 Load up to 50 sheets of your original document face-up in the ADF.

3 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

4 Under Productivity Tools, click **Fax an image or document**.

5 Follow the instructions on your screen to complete the task.

> **Note:** All faxes sent through the fax driver use the Fine resolution.

Send a fax from your PC

You can create a soft copy document on your computer and send a black and white fax of it to someone else.

> **Note:** You cannot receive soft copy faxes, only send them. All incoming faxes will print from your All-In-One.

To send a fax from your computer program using the fax modem in your All-In-One:

1 With your document open, click **File ▶ Print**.

2 In the printer list, select the **Fax Lexmark X6100 Series** printer.

3 To send a soft copy fax, follow the instructions in the program that launches.

> **Note:** All faxes sent using the soft copy fax feature appear in Fine resolution.

Customize a fax job

There are several fax features on your Lexmark X6100 Series that make sending faxes more efficient.

Setting Up Speed Dial

Using the computer (recommended)

1 Click **Start** ▸ **Programs** ▸ **Lexmark X6100 Series** ▸ **Lexmark All-In-One Center** ▸ **Fax Setup Utility**.

2 Click the **Speed Dial** tab.

3 Follow the instructions on the Speed Dial tab to add a new number to your speed dial list.

4 Press **Save Settings** after you finish your updates. Nothing is saved until you press this button.

Using the control panel

1 Press **Fax**.

2 Press **Options** until you see `Edit speed dials.`

3 Press **Select**.

4 Enter the fax number and press **Select**.

5 Enter the name using the keypad. Press the key more than once to scroll through letters.

6 Press **Select** when you are finished.

> **Note:** If you are using a PC with Chinese or Japanese languages, you are unable to enter a name.

Using Speed Dial

To make sending faxes easier, you can enter up to 100 speed dial numbers. You can enter 80 individual fax numbers and 20 groups that can hold up to 5 phone numbers each.

1 Press **Fax**.

2 Press **Speed Dial**.

3 The first speed dial number in the list appears.

4 Scroll through the list using the left and right arrow buttons or use the keypad to enter the two-digit speed dial number.

5 Press **Color** or **Black**.

Sending a multi-page fax to a group

You can send a multi-page fax to as many as 5 people at once.

To send a broadcast fax immediately

1 Press **Fax**.

2 Enter a fax number.

3 Press **Black** or **Color** to send the fax immediately or press **Select** to enter another fax number.

4 Press **Black** or **Color** to send the fax to both numbers or press **Select** to enter another fax number. Continue this procedure until all of the fax numbers (up to 5 numbers) have been entered.

To delay sending a broadcast fax

1 On the control panel, press **Fax**.

2 When the default screen appears, press **Options** until `Delay Until` appears.

3 Press **Select**.

4 Enter the time you want your fax to send.

5 Press **Select**.

6 If your All-In-One is in 24 hour mode, the screen will return to the default display. If the machine is set to 12 hour mode, press **1** for AM or **2** for PM.

7 Using the keypad, enter the fax number.

8 Press **Black** or **Color** to send your fax to this number or press **Select** to enter another fax number (you can do this up to 5 times and the delayed fax will be sent to as many numbers as you entered).

> **Note:** At the designated time, the fax numbers are dialed and the fax transmitted to all of the designated fax numbers. If the fax transmission is unsuccessful to any of the numbers on the broadcast list, the unsuccessful numbers will be tried again at the end of the list.

Sending a delayed fax using speed dial

1 On the control panel, press **Fax**.

2 When the default screen appears, press **Options** until `Delay Until` appears.

3 Press **Select**.

4 Enter the time you want your fax to send.

5 Press **Select**.

6 If your All-In-One is in 24 hour mode, the screen will return to the default display. If the machine is set to 12 hour mode, press **1** for AM or **2** for PM.

7 Press **Speed Dial** and then:

- Use the arrow buttons to scroll through the speed dial list to find the desired fax number, and then press **Black** or **Color**.

  OR

- Press the keypad buttons to enter a two-digit number (viewable in the upper left corner of the display), and then press **Black** or **Color**.

Manually dialing a fax while listening to a telephone line

The manual dialing feature lets you dial a telephone number while listening to the call through a speaker on the All-In-One. It is useful when you must navigate an automated answering system before sending your fax.

1 On the control panel, press **Fax**.

2 Press **Options** repeatedly until `On Hook Dial` appears.

3 Press **Select**.

You can now hear the dial tone of the phone line.

4 Enter the number to which you want to send a fax.

> **Note:** Press the keypad numbers to navigate an automated answering system, if necessary.

5 Press **Black** or **Color** when you hear fax tones.

Distinctive ring patterns

Distinctive ring is a service provided by some telephone companies that assigns multiple phone numbers to a single telephone line. If you subscribe to this service, you can program your All-In-One to have a distinctive ring pattern and phone number for incoming faxes.

To use distinctive ring for faxing:

1 Order the distinctive ring service from your telephone company.

2 On the control panel, press **Fax**.

3 Press **Options** repeatedly until `Advanced Fax` appears. Press **Select**.

4 Press **Options** repeatedly until `Distinctive ring` appears.

5 Select a distinctive ring:

- `Any (default; This setting answers any type of ring.)`
- `Single ring`
- `Double ring`
- `Triple ring`

To customize your settings

Use the Fax Setup Utility

You can adjust the fax settings in the Fax Setup Utility. These settings apply to the faxes you send or receive.

1 Click **Start ▸ Programs ▸ Lexmark X6100 Series ▸ Fax Setup Utility**.

2 Click each tab and change the settings as desired.

3 Press **Save Settings** after you finish your updates. Nothing is saved until you press this button.

4 Click **Close**.

Use the control panel

You can use the control panel to customize your fax jobs. Press **Fax** to enter Fax mode, and then press **Options** repeatedly to see each sub menu.

> **Note:** You can also use the Fax Utility Software to adjust most of the All-In-One fax settings. For more information, see "Using the Fax Setup Utility" on page 16.

From this sub menu:	You can:
`PENDING FAXES`	Cancel any faxes that have not been sent.
`PRINT REPORTS`	Print: • An activity report (the last 40 sent and received faxes) • A send log • A receive log • A settings list (lists settings such as ringer volume, fax quality, redial attempts)

From this sub menu:	You can:
`ANSWER FAX WHEN`	Select how a fax is received. • Automatically: **After 1 ring** **After 2 rings** **After 3 rings** (default) **After 5 rings** • Manually: Press # on external phone connected to the All-In-One. • Fax tone heard: When an answering machine is connected to the external phone jack on the All-In-One. **Note:** For more information, see page 57.
`DELAY UNTIL`	Enter a specific time to send a fax. For help, see page 63. **Note:** Make sure the date and time are entered correctly before you set a specific time to send a fax.
`ON HOOK DIAL`	Press **Select** to use On Hook Dial and dial the number when you hear a dial tone. For more information, see page 65.
`RINGER TONE`	Choose a tone for incoming rings: • **Off** • **Low** (default) • **High**
`KEY PRESS TONE`	Turn on or off the sound that is made when you press a control panel button. The options are: • **Off** • **Low** (default) • **High**
`SPEAKER VOLUME`	Turn the All-In-One speaker volume (affects All-In-One fax sounds) to: • **Off** • **Low** (default) • **High**

From this sub menu:	You can:
`EDIT SPEED DIAL`	Do these things to your speed dial list: • Add to it • Remove a number from it • Modify it • Print it **Note:** For more information, see page 62.
`EDIT TIME/DATE`	Edit the time and date. **Note:** Make sure you enter a number into each of the available spaces. For example, 01:00 for 1:00.
`PERSONALIZE FAX`	Enter your name or the name of your business and your number. This information appears as a heading to identify you and your fax machine to the fax recipient.
`BLANK PAPER SIZE`	Choose: • `A4` • `Letter` • `Legal` **Note:** If no asterisk (*****) is present, a paper size that is not supported by fax has been selected through the copy menu.
`BLANK PAPER TYPE`	Specify the type of paper loaded in the paper support: • `Auto Detect` (default) • `Plain` • `Coated` • `Photo` • `Transparency` Auto Detect optimizes the setting according to the type of paper loaded. **Note:** For other specialty types, see page 27.
`FAX FORWARD`	• Turn this feature off (default). • Enter a number to forward the fax to. • Print the fax and forward it.
`ADVANCED FAX`	Press **Select** to see a menu of advanced fax options (page 70).

From this sub menu:	You can:
`MAINTENANCE`	• Check ink levels. • Change cartridges. • Align cartridges. • Clean cartridges. • Print a test page. **Note:** Some links will not work while a job is in progress.
`CLEAR SETTINGS`	Select when you want your All-In-One to return to the default settings: • `After two minutes` • `Never`
`SET DEFAULTS`	Set your default settings to: • `Use Factory` • `Use Current`

Advanced Fax options

From this Advanced Fax option:	You can select:
`Redial attempts`	The number of times you want the machine to try again if your fax does not go through: • `0 times` • `1 time` • `2 times` (default) • `3 times` • `4 times` • `5 times`
`Redial interval`	The time the machine waits before attempting a fax call again: • `1 min` • `2 min` • `3 min` (default) • `4 min` • `5 min` • `6 min` • `7 min` • `8 min`

From this Advanced Fax option:	You can select:
`Fax confirmation`	• **Off** (no status page is printed) • **Print for all** (prints a status report after each fax you send including jobs that have errors). • **Print for errors** (prints a status report only after jobs that did not send). (default)
`Activity report generation`	• **On request** (you can ask for the report to print). (default) • **After 40 faxes** (report is automatically generated after 40 faxes print).
`Fit fax to page`	• **Try to fit** (default) • **Two pages**
`Fax footer`	• **On** (if you want the machine to insert the time, date, and page number at the bottom of each incoming fax). (default) • **Off**
`Dialing method`	• **Touch Tone** (default) • **Pulse** • **Behind a PBX** (Dial tone detect off) - send a fax without waiting for a dial tone
`Ring pattern`	• **Any** (default) • **Single ring** • **Double ring** • **Triple ring** **Note:** You can choose distinctive rings, if they are available from your local telephone service. If they are not available, select **Any**. See "Distinctive ring patterns" on page 65 for setup instructions.
`Dial prefix`	• **None** (default) • **Create** - you can create an up to 8 character prefix to be added to the beginning of each number dialed.
`Scan before dial`	• **Yes** (default) • **Yes** - Only works with standard or fine black and white faxes.

From this Advanced Fax option:	You can select:
`Max send speed`	A bps speed: • **33,600** (default) • **31,200** • **28,800** • **26,400** • **24,000** • **21,600** • **19,200** • **16,800** • **14,400** • **12,000** • **9,600** • **7,200** • **4,800** • **2,400**
`Error correction`	• **On** (default) • **Off** **Note:** Typically, error correction should be on. However, you can turn error correction off if you have an older computer or have trouble sending a fax.
`Language`	Your language

From this Advanced Fax option:	You can select:
`Country code`	• `Argentina` • `Australia` • `Austria` • `Belgium` • `Brazil` • `Bulgaria` • `Canada` • `Chile` • `Columbia` • `Croatia` • `Czech Republic` • `Denmark` • `Ecuador` • `Egypt` • `Estonia` • `Finland` • `France` • `Germany` • `Greece` • `Guam` • `Hong Kong` • `Hungary` • `India` • `Indonesia` • `Ireland` • `Israel` • `Italy` • `Japan` • `Latvia` • `Lithuania` • `Luxembourg` • `Malaysia` • `Mexico` • `Netherlands` • `New Zealand` • `Norway`

From this Advanced Fax option:	You can select:
`Country code` (continued)	• `Peoples Republic of China` • `Peru` • `Philippines` • `Poland` • `Portugal` • `Puerto Rico` • `Romania` • `Russia` • `Saudi Arabia` • `Singapore` • `Slovenia` • `South Africa` • `Spain` • `Sweden` • `Switzerland` • `Taiwan` • `Thailand` • `Turkey` • `UAE` • `UK` • `USA` • `Venezuela` • `Virgin Islands`

Note: The option currently selected is noted with an asterisk (*) on the display.

Networking

A network is a group of devices connected to each other for the purpose of sharing information. You can purchase a network adapter from Lexmark separately. Here is a quick look at what you can do if you are considering using your All-In-One across a network:

- Print from multiple computers if your All-In-One is attached to a computer.
- Copy using the control panel.
- Use the Print to fax feature. However, Fax Setup Utility functions are not available. Fax setup must be done from the control panel.

> **Note:** You cannot use your All-In-One to scan across a network.
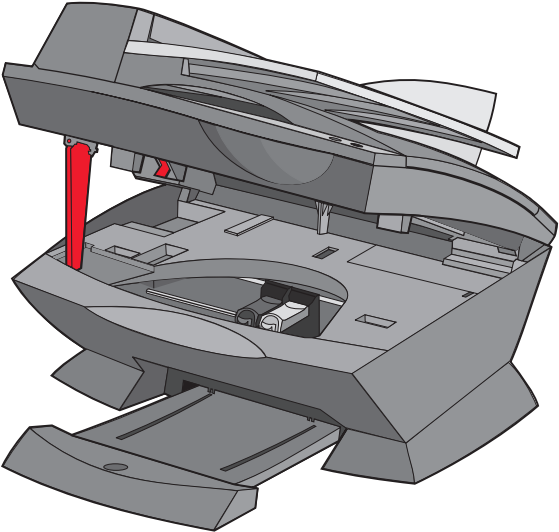
Maintaining your All-In-One

Replace the print cartridges

The Lexmark X6100 Series uses the following cartridges:

| Item:	Part number:
Black cartridge	82
Color cartridge	83 or 88

Note: For information about ordering supplies, see page 86.

1 Make sure the All-In-One is on.

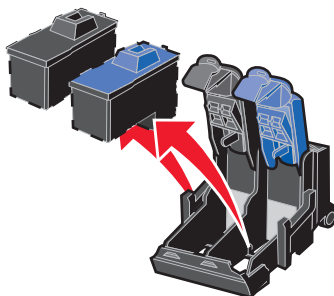**2** Lift the scanner unit until the scanner support keeps it open.

The print cartridge carrier moves and stops at the loading position, unless the All-In-One is busy.
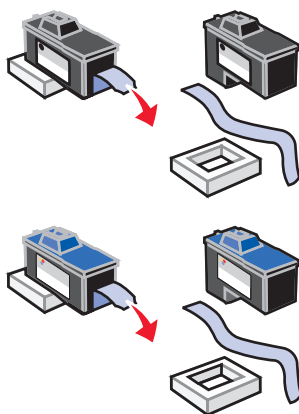
3 Squeeze the tabs on the cartridge lids, and then lift the lids.
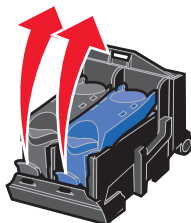
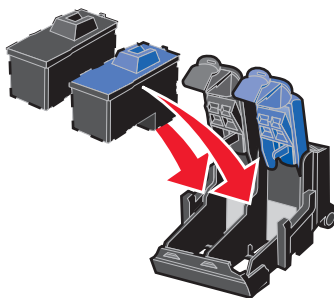**4** Remove the old cartridges. Store them in an air-tight container or dispose of them.

5 If you are installing new cartridges, remove the foam, sticker, and transparent tape from the bottom of the cartridges.
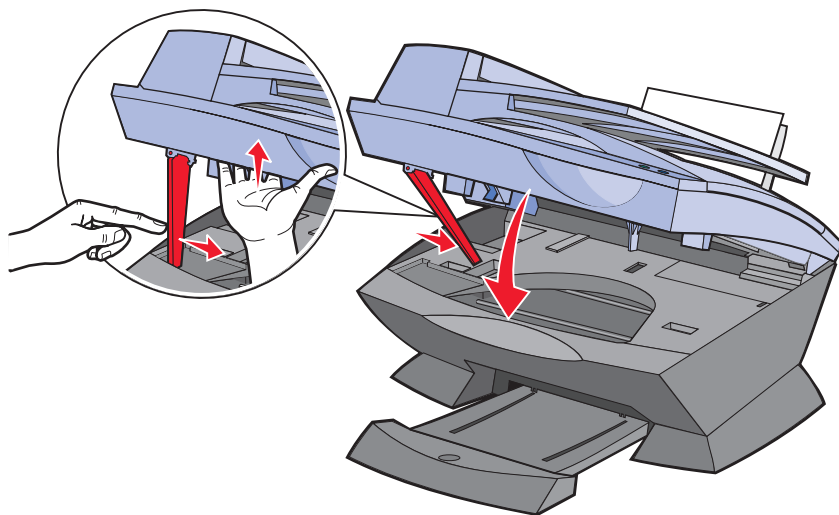

Warning: Do *not* touch the gold contact area on the cartridges.

6 Insert the black cartridge in the left carrier and the color cartridge in the right carrier.
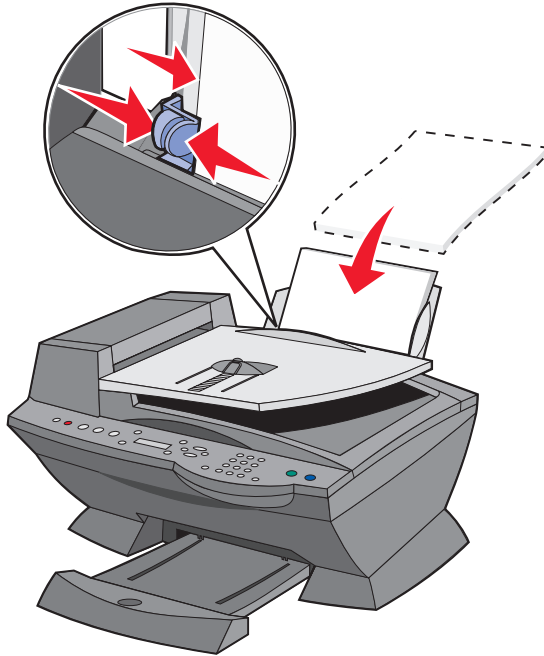
7 Snap the lids closed.

8 Lift the scanner unit, and then push the scanner support to the right while lowering the scanner unit until it is completely closed.

9 Load paper into the paper support.

10 Use the buttons on the control panel to answer the questions that appear on the display:

a If the color cartridge you installed is new (it has never been used), press **Select.**

If it is old (it has been used), press the right arrow button once, and then press **Select.**

b If the part number that appears is the number of the cartridge you are using, press **Select**.

If it is not the number of the cartridge you are using, press the right arrow button until the correct part number appears, and then press **Select**.

c If the black cartridge you installed is new, press **Select.**

If it is old, press the right arrow button once, and then press **Select.**

The part number that appears should be the number of the cartridge you are using.

d Press **Select** to choose the part number that appears.

e If you installed new cartridges, continue with "Align the print cartridges" to ensure proper installation.

Align the print cartridges

There are two instances when you align your print cartridges: after installing new cartridges and to solve print quality problems.

After installing new cartridges

After you install your print cartridges, a message appears on the control panel display.

1 Make sure paper is loaded in the paper support.

2 Press **Select** to print an alignment page.

Alignment Page Printing appears on the display and an alignment page prints. Once the alignment page prints, your automatic alignment is complete.

To solve print quality problems

Align your cartridges to solve print quality problems such as:

- Characters are not properly formed or are not aligned at the left margin.
- Vertical, straight lines are wavy.

1 Load paper in the paper support.

2 On the control panel, press **Copy**.

3 Press **Options** until **Maintenance** appears.

4 Press the right arrow until **`Align Cartridges`** appears, and then press **Select**.

An alignment page prints. Once this page prints, your automatic alignment is complete.

Improve print quality

If you are not satisfied with the print quality of your document, make sure you:

- Use the appropriate paper for the document. For example, use photo paper if you are using a photo cartridge.

- Use paper that is a heavier weight, bright white, or coated.

- Select a higher print quality:

  1 From your software application, click **File ▶ Print**.

  The Print dialog box appears.

  2 From the Print dialog box, click **Properties**, **Preferences**, or **Options**.

  3 From the Quality/Speed area, select **Better** or **Best**.

If your document still does not have the print quality you want, follow these steps:

1 Reinsert the print cartridges:

  a Remove the print cartridges. For help, see page 77.
  b Insert the print cartridges. For help, see page 78.
 **c** Print your document again.

2 Clean the print nozzles:

Using the control panel

    a Load paper in the All-In-One. For help, see page 24.

    b Press **Copy**.

    c Press **Options** until `Maintenance` appears on the display.

    d Press the right arrow until `Clean Cartridges` appears on the display.

    e Press **Select**. A nozzle page prints, forcing ink through the nozzles to clean the clogged nozzles.

    f Print your document again to verify that your print quality has improved.

    g If you are not satisfied with the print quality, continue with step 3, and then print your document again.

Using the Lexmark All-In-One Center

    a Load paper. For help, see page 24.

    b Click **Start ▸ Programs ▸ Lexmark X6100 Series ▸ Lexmark X6100 Series All-In-One Center**.

    c From the Maintenance tab, click **Clean to fix horizontal streaks**.

    d Click **Print**. A nozzle page prints, forcing ink through the nozzles to clean the clogged nozzles.

    e Print your document again to verify that your print quality has improved.

    f If you are not satisfied with the print quality, continue with step 3, and then print your document again.

3 Wipe the print cartridge nozzles and contacts:

    a Remove the print cartridges. For help, see page 77.

    b Dampen a clean, lint-free cloth with water.

c Gently hold the cloth against the nozzles for about three
seconds, and then wipe in the direction shown.
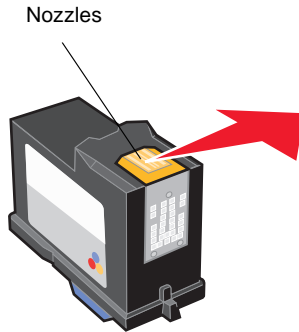
Nozzles

d Using another clean section of the cloth, gently hold the cloth
against the contacts for about three seconds, and then wipe in
the direction shown.
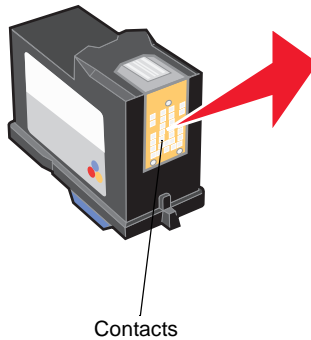
Contacts

e With another clean section of the cloth, repeat steps c through d.

f Let the nozzles and contacts dry completely.

g Reinsert the print cartridges.

h Clean the print nozzles. For help, see page 83.

i Print your document again.

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j If the print quality does not improve, repeat step 3 up to two more times.

k If print quality is still not satisfactory, replace the print cartridges. For information, see page 76.

Preserve the print 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 airtight container. The print cartridges do not print correctly if left exposed for an extended period because the ink dries.

Lexmark's warranty does not cover repair of failures or damage caused by a refilled cartridge. We do 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.

Clean the scanner glass

Clean the scanner glass when ink smudges, fingerprints, or dirt are apparent.

To clean:

- Dampen a clean, lint-free cloth with a non-abrasive cleaning solvent.
- Gently wipe the scanner glass clean.

> **Note:** Make sure all ink or corrective fluid on the document is dry before placing the document on the scanner glass.

Order supplies

To order All-In-One supplies or to locate a dealer near you, contact the Lexmark Web site at www.lexmark.com.

Item:	Part number:
Black cartridge	82
Color cartridge	83 or 88
USB cable	12A2405

Troubleshooting

Setup troubleshooting

If you experience problems while setting up your All-In-One, make sure:

- You unlock the scanner bed by pushing the scanner lock down. For help locating the scanner lock, see the picture of the All-In-One on page 11.
- You only have one Lexmark X6100 Series attached to your computer.
- Your operating system is compatible with your All-In-One. The Lexmark X6100 Series supports these operating systems:

Windows 98	Windows 2000
Windows Me	Windows XP

General troubleshooting

When your All-In-One has a problem, before contacting Lexmark Customer Support, check the following items.

If your All-In-One is *not* attached to a computer, make sure:

- The power supply is firmly plugged into your All-In-One and an electrical outlet.

- You installed the print cartridges correctly. The black cartridge is inserted in the left carrier and the color cartridge in the right carrier. For help, see page 76.

- You removed the sticker and tape from the bottom of both print cartridges. For help, see page 76.

- The paper is loaded correctly. For help, see page 24.

If your All-In-One *is* attached to a computer, make sure:

- Both your computer and your All-In-One are on.

- The All-In-One is connected directly to your computer.

- The All-In-One is set as your default printer.

- The USB cable is securely attached to your computer and to your All-In-One. To purchase a USB cable, part number 12A2405, visit the Lexmark Web site at www.lexmark.com.

Anytime your All-In-One has a problem, make sure:

- You unlock the scanner:

  1 Press **Power** to turn the All-In-One off.
  2 Unlock the scanner.
  3 Press **Power** to turn the All-In-One back on.

   > **Note:** If you have not unlocked the scanner, you will hear a loud banging noise when you turn the All-In-One on.

- You install both of the print cartridges. The Lexmark X6100 Series only works if you have both cartridges installed. For help installing the cartridges, see page 76.
- You remove the stickers, transparent tape, and foam from the bottom of the print cartridges. For an illustration, see page 77.

Problem:	Go to:
Document does not print	page 89
Document prints slowly	page 89
Document misfeeds or jams	page 90
Document prints poorly	page 93
Document is too light or too dark	page 93
Display language is not preferable	page 95
Date and time on the display are incorrect	page 95
All-In-One is not communicating with the computer	page 96
Black and white copy quality is unsatisfactory	page 96

Problem:	Go to:
Document has a checkerboard pattern	page 97
Scanned image is unsatisfactorily cropped	page 98
Edges of scanned documents are cropped	page 99
Scanner unit will not close	page 99
Fax settings need adjustment	page 99
All-In-One is scanning and copying without a pre-scan	page 99
Error messages and flashing lights	page 100
Cannot send a fax	page 104
Cannot receive a fax	page 105
Received fax is blank	page 105
Received fax has poor print quality	page 105

Document does not print

- Make sure the cartridges are properly installed. For help, see page 76.
- Use an undamaged USB cable.
- Check your All-In-One status to make sure your document is not being held or paused.

  To check All-In-One status:

  1 Click **Start ▸ Settings ▸ Printers**.
  2 Double-click the **Lexmark X6100 Series** icon, and then click **Printer**.
  3 Make sure no check mark appears next to **Pause Printing**.
  4 Print a test page.

- Check the software program.

Document prints slowly

- Close programs not in use.

- Reduce the print quality resolution (Quick and Normal print more quickly than Better and Best).

> **Note:** Photos or documents containing graphics may take longer to print than regular text.

- Consider purchasing more Random Access Memory (RAM) for your computer.

Document misfeeds or jams

Paper misfeeds or multiple sheets feed

- Use a paper recommended for inkjet printers.
- Do not force the paper into the All-In-One.
- Do not load too much paper into the All-In-One. For help, see page 24.
- Make sure the paper guide rests against the left edge of the paper and does not cause the paper to bow in the paper support.
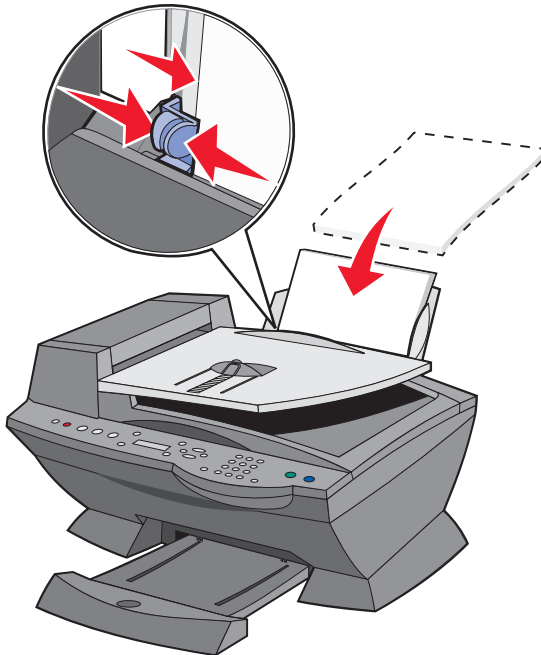
- Place the All-In-One on a flat, level surface.
- Select the correct paper type and size.
- If you are printing a banner, make sure you select Letter Banner or A4 Banner in Print Properties. For help, see page 19.

Paper jams

If a paper jam occurs in the paper support, remove the paper from the All-In-One. If the paper is lodged too far into the All-In-One and cannot be removed:

1 Press **Power** to turn the All-In-One off.

2 Pull slowly and firmly on the paper to remove it.

If you cannot reach the paper because it is too far into the All-In-One:

a Lift the scanner unit, and then pull the paper out.
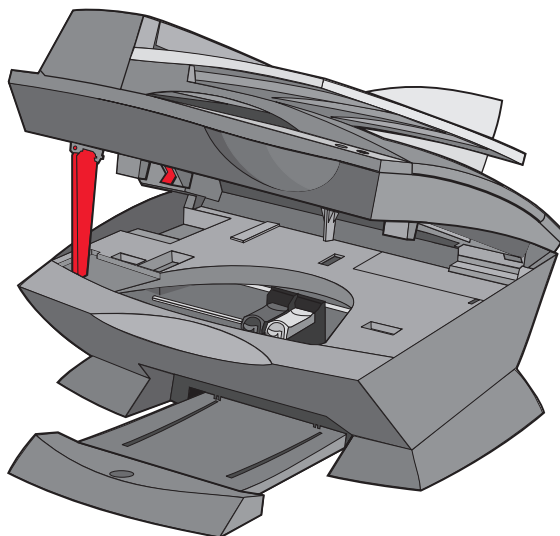
b Lower the scanner unit to close it.
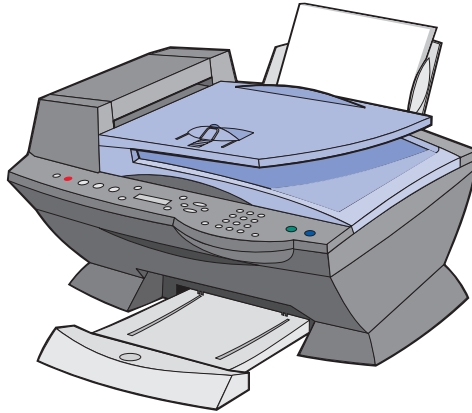
3 Press **Power** to turn the All-In-One on, and then print your document.

> **Note:** If you are printing a banner, make sure you select Letter Banner or A4 Banner in Print Properties. For help, see "Using Print Properties" on page 19.

If a paper jam occurs in the ADF:

1 Turn the All-In-One off.

2 Open the ADF.
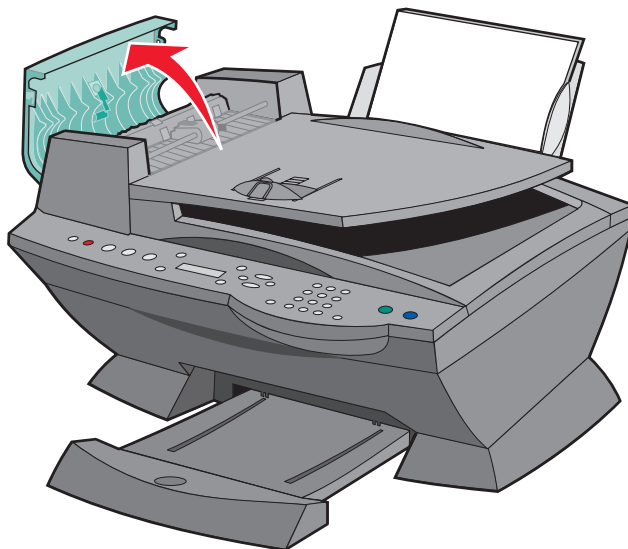
3 Remove the paper jam.

4 Close the ADF.

5 Turn the All-In-One on.

6 Print any missing pages.

Document prints poorly

Document is too light or too dark

You can lighten or darken your document from the control panel.

1 On the control panel, press **Lighter/Darker**.

2 Press the right arrow to darken your document or the left arrow to lighten it.

3 When the asterisk (*****) on the display moves to a satisfactory position, press **Select**.

Vertical, straight lines are not smooth

To improve the print quality of vertical, straight lines in tables, borders, and graphs:

- Test the cartridge alignment. For help, see page 81.
- Clean the nozzles. For help, see page 83.

Characters are missing or unexpected

Make sure the scanner glass is clean.

1 Dampen a clean lint-free cloth.

2 Gently wipe the scanner glass.

> **Note:** Make sure all ink or corrective fluid on the document is dry before placing the document on the scanner glass.

Print is too dark or smudged

- Let the ink dry before handling the paper.
- Select the correct paper type and size in Properties, Preferences, or from the All-In-One Center.
- Make sure the paper is straight and unwrinkled.
- Select the appropriate Quality for the paper type. If you are printing on inkjet paper, select **Quick Copy** from the Quality/Copies tab of Properties, Preferences, or from the All-In-One Center.
- Clean the cartridge nozzles. For help, see page 83.

Printed pages have alternating bands of light and dark print (intermittent printing)

If your document has alternating bands of light and dark print, you might need to select the highest print quality.

1 With your document open, click **File** ▸ **Print**.

2 In the Print dialog box, click **Properties**, **Preferences**, **Options**, or **Setup** (depending on your program or operating system).

3 Select **Best** on the Quality/Copies tab.

Print quality is poor at the edges of the page

Like other All-In-Ones, the Lexmark X6100 Series cannot print in the extreme left, right, top, or bottom edges of a page. Use these minimum settings:

- Left and right margins:
  - 6.35 mm (0.25 inches) for all paper sizes except A4
  - 3.37 mm (0.133 inches) for A4 size paper
- Top margin:

  1.7 mm (0.067 inches)

- Bottom margin:

  16.51 mm (0.65 inches)

Colors are faded or not printing completely

- Check the ink level graphic on the Cartridges tab of the Printing Control Program.
- Use a different color setting.

Display language is not preferable

If the language on the All-In-One display is not the language you prefer, follow these steps to change it:

1 On the control panel, press **Options** until `Language` appears on the display.

2 Use the right arrow to scroll through the list of languages.

3 When your preferred language appears on the display, press **Select** to save that language as the default.

Date and time on the display are incorrect

To set the current date and time:

1 On the control panel, press **Fax**.

2 Press **Options** until `EDIT DATE/TIME:` appears on the display.

To change the date:

a Press **Select**.

b Use the keypad buttons to enter the date you want your All-In-One to display.

c Press **Select**.

> **Note:** If the date is entered incorrectly, the date shown will be the default.

To change the time:

a Press the right arrow once, and then press **Select**.

b Use the keypad buttons to enter the time you want your All-In-One to display.

c Press **Select**.

d Press **1** for AM, **2** for PM, or **3** for 24 hour time.

> **Note:** If the time is entered incorrectly, the time shown will be the default.

All-In-One is not communicating with the computer

- Disconnect, and then reconnect both ends of the USB cable. For help, see your setup documentation.
- Unplug the power supply from the electrical wall outlet, and then reconnect the power supply. (For help, see your setup documentation.) Plug the power supply back in and turn the power back on.
- Restart your computer. If problems persist, see "Remove and reinstall the software" on page 103.

Black and white copy quality is unsatisfactory

You might need to change an Advanced Copy Setting in the All-In-One Center.

1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

2 Click **See More Copy Settings**.

3 Click **Display Advanced Copy Settings**, and then the **Scan** tab.

4 From the Color depth drop-down menu, select **Gray**.

5 Click **OK**.

Document has a checkerboard pattern

If you scan or copy from a printed source and see a checkerboard pattern on your document, follow the instructions below to eliminate the pattern.

For scanning:

1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

2 Click **See More Scan Settings.**

3 From the What is being scanned? menu, select **Magazine/ Newspaper**.

4 Click **Scan Now**.

For copying:

1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

2 Click **See More Copy Settings.**

3 Click **Display Advanced Copy Settings**.

4 Select the **Image Patterns** tab.

5 Make sure the second box is checked to remove image patterns from magazine or newspaper documents.

6 Click **OK**.

Scanned image is unsatisfactorily cropped

You can turn auto-cropping off or adjust how the image is cropped.

To turn auto-cropping off:

1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

2 Click **See More Scan Settings**.

3 Click **Display Advanced Scan Settings**.

4 Select the **Scan** tab.

5 Click **Select area to be scanned**, and then select a size from the drop-down menu.

6 Click **OK**.

To adjust how the image is cropped:

1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

2 Click **See More Scan Settings**.

3 Click **Display Advanced Scan Settings**.

4 Click the **Scan** tab.

5 Select **Auto-crop the scanned item**.

6 Slide the Tolerance bar to the left to crop less or to the right to crop more.

7 Click **OK**.

Edges of my document are cropped

If your document is cropped on the edges:

1 On the control panel, press **Copy** or **Fax**.

2 Press **Options until `Reduce/Enlarge` appears on the display.**

3 Press the right arrow until `Fit to Page` appears.

4 Press **Select**.

Scanner unit will not close

To close the scanner unit after installing print cartridges, unlocking the scanner bed, or removing a paper jam, follow these steps:

1 Using both hands, lift the scanner unit.

2 With one hand, move the scanner support to the right and with the other hand, lower the scanner unit.

> **Note:** Make sure the scanner unit closes completely.

Fax settings need adjustment

1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

2 In the upper left corner, click **Maintain/Troubleshoot**.

3 Under Fax Setup Utility, click **Display the Fax Setup Utility**.

4 Adjust the settings you want to change.

5 Click **Save Settings**.

All-In-One is scanning and copying without a pre-scan

1 On the control panel, press **Scan** or **Copy**.

2 Press **Options** until `ORIGINAL SIZE` appears.

Press **Select** to choose `Auto Detect` (default).

3 On the control panel, press **Reduce/Enlarge** and then press the right arrow until `Fit to Page` appears.

4 Press **Color** or **Black**.

The scanner pre-scans your original document to determine its size, fits it onto the specified paper size, and then scans your original document.

Error messages and flashing lights

Use this section to understand All-In-One software error messages on your computer screen or control panel display and blinking lights on your All-In-One.

Ink Low message

A print cartridge is running out of ink. The Ink Low warning occurs when your cartridges are about 25% full, 15% full, and 5% full. When one of these messages appears, you can:

- Click **OK**.
- Click the **?** to get information about ordering supplies.
- Order a new cartridge or locate a dealer near you from the Lexmark Web site at www.lexmark.com.

For help installing a new cartridge, see page 76.

Paper Jam message

If your All-In-One has a paper jam:

1 Click **Start ▸ Programs ▸ Lexmark X6100 Series ▸ Lexmark X6100 Series Solution Center**.

2 Click the **Troubleshooting** tab on the left side of the screen.

3 Click **How to clear and avoid paper jams**.

4 Follow the instructions on the display to clear the message. For more help on clearing paper jams, see page 91.

Paper Out message

If your All-In-One is out of paper, **`Load paper then press Select`** appears on the display.

1 Follow these instructions to clear the message from the display.

2 Print your document.

> **Note:** If your All-In-One has a paper jam, see page 100 for help.

Hardware Error: 401

The All-In-One scanner is stalled.

1 Press **Power** to turn your All-In-One off.

2 Unplug your All-In-One.

3 Make sure the scanner is unlocked.

4 Plug in your All-In-One.

5 Press **Power** to turn your All-In-One on.

Cartridge Error: 50C

Your print cartridge has a short.

1   Press **Power** to turn your All-In-One off.

2   Unplug your All-In-One.

3   Plug in your All-In-One.

4   Turn your All-In-One on.

5   Remove and reinstall the cartridges.

> **Note:** If this does not resolve the problem, see "More troubleshooting options" on page 103 or replace your cartridges.

Hardware Error: 502

The All-In-One is stalled.

1   Press **Power** to turn your All-In-One off.

2   Unplug your All-In-One.

3   Check for paper jams.

4   Plug in your All-In-One.

5   Press **Power** to turn your All-In-One on.

Power light blinks twice

The print cartridge carrier might be stalled. Check your computer screen for error messages.

1 Turn the All-In-One off.

2 Wait a few seconds, and then turn the All-In-One on.

Remove and reinstall the software

If the All-In-One is not functioning properly or if a communications error message appears when you try to use your All-In-One, you may need to remove it, and then reinstall the printer software.

1 From your desktop, click **Start ▸ Programs ▸ Lexmark X6100 Series ▸ Uninstall Lexmark X6100 Series**.

2 Follow the instructions on your screen to remove the All-In-One software.

3 Restart your computer before reinstalling the All-In-One software.

4 Insert the CD, and then follow the instructions on your screen to install the software.

More troubleshooting options

If the preceding solutions do not solve the problem you are having with your All-In-One:

- Refer to the Lexmark Solution Center software for more troubleshooting information:

  1 Click **Start ▸ Programs ▸ Lexmark X6100 Series ▸ Lexmark X6100 Series Solution Center**.

  2 Click the **Troubleshooting** tab on the left side of the screen.

- Go to http://support.lexmark.com/ for help.

Fax troubleshooting

Find the problem below that best matches the problem you are having:

Symptom:	Problem:	Solution:
Cannot send fax	Is the AIO turned on?	Press the **Power** button. The power light comes on.
	Are the fax number, country code, and date/time set correctly?	You must set your fax number, your country code, and your time/date. To set your fax number, see "PERSONALIZE FAX" on page 69. To set your country code, see "Country code" on page 73. To set your time/date, see "EDIT TIME/DATE" on page 69.
	Is the AIO using an unsupported line (DSL, ISDN, or cable modem)?	See "Using an unsupported line" on page 106.
	Is the telephone line in use by another device?	Wait until the other device is finished before sending a fax.
	Is the original document loaded correctly?	Load the original document face down in the back left corner of the scanner glass or text-side up on the ADF.
	Is there a paper jam?	See "Paper jams" on page 91.
	Is the memory full?	Dial the receiving number first, and then scan your original document one page at a time.
	Are the connections (power supply, telephone, handset, answering machine) loose?	Make sure all the connections are secure.
	Is Speed Dial set correctly?	See "Setting Up Speed Dial" on page 62.
	Does the AIO detect the dial tone?	See "Manually dialing a fax while listening to a telephone line" on page 65 to set the On Hook Dial feature.

Symptom:	Problem:	Solution:
Cannot receive fax	Is the paper loaded correctly?	See "Load plain paper into the paper support" on page 24 or "Load an original document into the ADF" on page 28.
	Are the sticker and tape removed from the print cartridges?	Remove the sticker, transparent tape, and foam from the bottom of the print cartridges. For an illustration, see page 77.
	Is a print cartridge low or out of ink?	Replace the print cartridge with a new cartridge.
	Is Distinctive Ring set correctly?	See "Distinctive ring patterns" on page 65.
	Is there a paper jam?	See "Paper jams" on page 91.
	Is Call Waiting set correctly?	Since Call Waiting can disrupt fax transmissions, disable this feature before sending or receiving a fax. Call your telephone company to obtain the keypad sequence for temporarily disabling Call Waiting.
Received fax is blank	Is the original fax loaded upside down?	Make sure the original fax is loaded correctly.
	Is the receiving fax machine out of ink?	Replace the print cartridge with a new cartridge.
	Are both the black and color cartridges installed?	Install both print cartridges. The AIO only works if you have both cartridges installed. For help installing the cartridges, see page 76.
	Are the date and time set correctly?	See "EDIT TIME/DATE" on page 69.
Received fax has poor print quality	Does the original document have poor quality?	Make sure the quality of the original document is satisfactory.
	Is the ink low on the receiving fax machine?	Replace the print cartridge with a new cartridge.

Using an unsupported line

The fax modem in your AIO is an analog device and cannot be used on an ISDN, DSL, or PBX digital phone service. However, you can connect certain devices to your AIO that let you use the fax function in addition to these digital phone services.

To connect without an unsupported line:

Connect an active telephone cable from the AIO to the telephone wall jack.

To connect with an unsupported line:

- If you use an ISDN phone service, you can connect to an analog telephone port (an R-interface port) on an ISDN terminal adapter. For more help and to request an R-interface port, contact the ISDN provider.
- If you use a DSL (Digital Subscriber Line) phone service, you can connect to a DSL filter or router that will allow for some analog (rather than digital) use.
- If you use a PBX phone service, you can install an analog phone line for a fax machine.

Notices

Federal Communications Commission (FCC) compliance information statement

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the America's Carriers Telecommunication Association (ACTA). On the back of this equipment is a label that contains, among other information, a product identifier in the format US:AAAEQ##TXXXX. If requested, this number must be provided to your telephone company.

This equipment uses the RJ-11C Universal Service Order Code (USOC) jack.

A plug and jack used to connect this equipment to the premises' wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. It is designed to be connected to a compatible modular jack that is also compliant. See page 3 for more information.

The Ringer Equivalence Number (REN) is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact your local telephone company. For products approved after July 23, 2001, the REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point (e.g., 03 is a REN of 0.3). For earlier products, the REN is separately shown on the label.

If this equipment causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. If advance notice is not practical, the Telephone Company will notify the customer as soon as possible. You will also be advised of your right to file a complaint with the FCC.

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

If trouble is experienced with this equipment, for repair or warranty information, please contact Lexmark International, Inc. at www.lexmark.com. If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect the equipment until the problem is resolved.

This equipment contains no user serviceable parts. For repair and warranty information, please contact Lexmark International, Inc. See the previous paragraph for contact information.

Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission, or corporation commission for information.

If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified installer.

Telephone companies report that electrical surges, typically lightning transients, are very destructive to customer terminal equipment connected to AC power sources. This has been identified as a major nationwide problem. It is recommended that the customer install an AC surge arrestor in the AC outlet to which this device is connected. This is to avoid damage to the equipment caused by local lightning strikes and other electrical surges.

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device, including

FAX machines, to send any message unless said message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message, and the telephone number of the sending machine or such business, other entity, or individual. (The telephone number provided may not be a 900 number or any other number for which charges exceed local or long-distance transmission charges.)

See the section in this publication entitled Personalize Fax, on page 12, in order to program this information into your fax machine.

Notice to users of the Canadian telephone network

This product meets the applicable Industry Canada technical specifications.

The Ringer Equivalence Number (REN) is an indication of the maximum number of terminals allowed to be connected to a telephone interface. The terminus of an interface may consist of any combination of devices, subject only to the requirement that the sum of the Ringer Equivalence Numbers of all the devices does not exceed five. The modem REN is located on the rear of the equipment on the product labeling.

Telephone companies report that electrical surges, typically lightning transients, are very destructive to customer terminal equipment connected to AC power sources. This has been identified as a major nationwide problem. It is recommended that the

customer install an AC surge arrestor in the AC outlet to which this device is connected. This is to avoid damage to the equipment caused by local lightning strikes and other electrical surges.

This equipment uses CA11A telephone jacks.

Using the X6100 Series All-In-One in Germany

The X6100 Series 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. 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 the time of installation.

Using the X6100 Series All-In-One in Switzerland

The X6100 Series All-In-One requires a Swiss billing tone filter (Lexmark part number 14B5109) to be installed on any line which receives metering pulses in Switzerland. The Lexmark filter must be used, as metering pulses are present on all analog telephone lines in Switzerland.

The Lexmark X6100 Series 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 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

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computing device, use a properly shielded and grounded cable such as Lexmark part number 1329605 for parallel attach or 12A2405 for USB attach. 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.

Avis de conformité aux normes de l'industrie du 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 telecomunications 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.

Japanese VCCI notice

この装置は、情報処理装置等電波障害自主規制協議会（ＶＣＣＩ）の基準に基づくクラスＢ情報技術装置です。この装置は、家庭環境で使用することを目的としていますが、この装置がラジオやテレビジョン受信機に近接して使用されると、受信障害を引き起こすことがあります。
取扱説明書に従って正しい取り扱いをして下さい。

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.

Safety information

- Use only the power supply provided with this product or the manufacturer's authorized replacement power supply.
- Connect the power supply cord to an electrical outlet that is near the product and easily accessible.
- Refer service or repairs, other than those described in the user documentation, to a professional service person.

CAUTION: Do not use the fax feature during a lightning storm. Do not set up this product or make any electrical or cabling

connections, such as the power supply cord or telephone, during a lightning storm.

Mercury statement

This product contains mercury in the lamp (<5mg Hg). Disposal of mercury may be regulated due to environmental considerations. For disposal or recycling information, contact your local authorities or the Electronic Industries Alliance: www.eiae.org.

Conventions

It may help you to recognize the caution and warning conventions used in this document.

CAUTION: A caution identifies something that could cause you harm.

Warning: A warning identifies something that could damage your product hardware or software.

Copyright advisory

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www.lexmark.com