

X644e and X646e

Menus and Messages Guide



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Paper Menu

Use the Paper Menu to define settings relating to print media.

Default Source

Use this menu item to define the default print media source.

Menu item	Purpose	Values and descriptions		
Default Source	Identifies the default print media	Tray <x></x>	If the same size and type of print media	
	source.	MP Feeder	are in two sources (and the Paper Size and Paper Type menu items are	
		Envelope Feeder	correctly set), the sources are automatically linked. When one source	
		Manual Paper	is empty, print media automatically feeds from the next linked source.	
		Manual Env	Tray 1 is the factory default setting.	
			x represents the tray number, such as Tray 1 for the standard tray and Tray 2 for an optional tray.	
		Note: The MP Feeder value, which stands for the multipurpose feeder, is shown only when Configure MP is set to Cassette. See Configure MP for more information.		

Paper Size/Type

Note: Only installed print media sources appear for this menu item.

These menu items are used to set the size and type of print media loaded into a source, such as a tray, the multipurpose feeder, or the manual feed slot. Setting the size and type is a two-step process. In the first menu item, *Size* appears in bold letters. After selecting the print media size, the screen changes, and *Type* appears in bold letters. Select the print media type.

Menu item	Purpose	Values and descrip	otions
Tray <x> Size</x>	Identifies the default size for each source. Only installed sources appear. Note: For trays with automatic size sensing, only the value detected by the hardware appears.	A4* (non-US) A5 JIS B5 Letter* (US) Legal Executive Folio Statement Universal	If the same size and type of print media is in two sources (and the Paper Size and Paper Type menu items are correctly set), the sources are automatically linked. When one source is empty, print media automatically feeds from the next linked source. See Tray <x> Type for more information.</x>

Menu item	Purpose	Values and descrip	otions
Tray <x> Type</x>	Identifies the type of print media loaded in each source. Note: If a user-defined name is available, it appears instead of Custom Type <x>. If two or more custom types share the same name, the name only appears once in the Paper Type list.</x>	Plain Paper Card Stock Transparency Labels Vinyl Labels Bond Letterhead Preprinted Colored Paper Custom Type <x> (where x represents 1-6)</x>	Use this menu item to: Optimize print quality for the specified print media. Select sources through the software application by selecting type. Automatically link sources. Any sources containing the same type and size of print media are automatically linked by the MFP if the Paper Size and the Paper Type are set to the correct values.
MP Feeder Size	Identifies the size of print media inserted in the multipurpose feeder.	A4 (non-US)* A5 JIS B5 Letter (US)* Legal Executive Folio Statement Universal 7 3/4 Envelope 9 Envelope 10 Envelope DL Envelope B5 Envelope C5 Envelope Other Envelope	The multipurpose feeder only appears on the control panel when Configure MP is set to Cassette. Note: See Configure MP for more information.
MP Feeder Type	Identifies the type of print media inserted in the multipurpose feeder. Note: If a user-defined name is available, it appears instead of Custom Type <x>. If two or more custom types share the same name, the name only appears once in the Paper Type value list.</x>	Plain Paper* Card Stock Transparency Labels Vinyl Labels Bond Envelope Letterhead Preprinted Colored Paper Custom Type <x> (where x represents 1–6)</x>	The multipurpose feeder only appears on the control panel when Configure MP is set to Cassette. Custom Type 6 is the factory default for Custom Types. Note: See Configure MP for more information.

Menu item	Purpose	Values and descrip	otions	
Envelope Feeder Size	Identifies the size of envelope inserted in the envelope feeder. This menu item appears only if the optional envelope feeder is installed.	7 3/4 Envelope 9 Envelope 10 Envelope* (US) DL Envelope* (non-US) C5 Envelope B5 Envelope Other Envelope		
Envelope Feeder Type	Identifies the type of envelope inserted in the envelope feeder. This menu item appears only if the optional envelope feeder is installed.	Envelope Custom Type <x> (where x represents 1–6)</x>	Note: If a user-defined name is available, it appears instead of Custom Type <x>. If two or more custom types share the same name, the name only appears once in the Envelope Feeder Type value list.</x>	
Manual Paper Size	Identifies the print media size being manually loaded.	A4* (non-US) A5 JIS B5 Letter* (US) Legal Executive Folio Statement Universal		
Manual Paper Type	Identifies the print media type being manually loaded.	Plain Paper* Card Stock Transparency Labels Vinyl Labels Bond Letterhead Preprinted Colored Paper Custom Type <x> (where x represents 1–6)</x>		
Manual Envelope Size	Identifies the envelope size being manually loaded.	7 3/4 Envelope 9 Envelope 10 Envelope (US)* DL Envelope (non-US)* B5 Envelope C5 Envelope Other Envelope		
Manual Envelope Type	Identifies the envelope type being manually loaded.	Envelope* Custom Type <x> (v</x>	vhere x represents 1–6)	

Configure MP

This menu item is used to configure the multipurpose feeder as another source or manual feeder. If the multipurpose feeder is linked with another tray, the MFP can select print media from the multipurpose feeder before selecting print media from another tray.

Menu item	Purpose	Values and descript	tions
Configure MP Determines when the MFP selects print media loaded in the multipurpose feeder.	Cassette*	MFP treats the multipurpose feeder like any other tray. If a print job requests a size or type that is only loaded in the multipurpose feeder, the MFP pulls print media from the multipurpose feeder for the job.	
		Manual	MFP treats the multipurpose feeder like a manual feed tray, and Load Manual appears when a single sheet of print media needs to be inserted in the feeder.
		First	MFP pulls print media from the multipurpose feeder until it is empty, regardless of the source or size requested for the job.

Envelope Enhance

Use this setting to disable the optional envelope conditioner hardware when printing envelopes. This hardware significantly lessens the wrinkling or creasing of some envelopes.

Note: When printing envelopes a bubble may form between the envelope layers. When the bubble reaches the end of the envelope during the fusing process, a wrinkle or crease forms. To prevent this situation, pressure on a roller in the fuser is released periodically. This is *envelope conditioning*.

Menu item	Purpose	Values and descriptions	
Envelope Enhance	Disables the optional envelope conditioner hardware.	On* Off	This menu item is shown if optional envelope conditioner hardware is installed. Turning Envelope Enhance to Off does not allow the fuser to release pressure during fusing.

Substitute Size

This menu item is used to determine whether the MFP can substitute another print media size if the requested size is not currently installed in any of the MFP sources. If, for example, Substitute Size is set to Letter/A4, and only letter size paper is installed in the MFP when a request is received to print on A4 paper, the MFP substitutes letter for A4 and prints the job instead of showing a change paper request.

Menu item	Purpose	Values and descript	ions
Substitute Size	Substitute Size The MFP substitutes the specified print media size if the requested size is not loaded.	Off	MFP prompts the user to load the requested paper size. No size substitutions are allowed.
		Statement/A5	Prints A5 size jobs on statement size paper if only statement size paper is loaded, and prints statement size jobs on A5 paper if only A5 paper is loaded.
		Letter/A4	Prints A4 size jobs on letter size paper if only letter size paper is loaded, and prints letter size jobs on A4 size paper if only A4 size paper is loaded.
	All listed*	Substitutes both Letter/A4 and Statement/A5 which means all available substitutions are allowed.	

Paper Texture

These menu items are used to set the print media texture for each of the defined print media types. This allows the MFP to optimize the print quality for the specified print media.

Menu item	Purpose	Values and descriptions	
Plain Texture	Identifies the texture of the print	Smooth	Note: The default for Bond Texture
Transparency Texture	media loaded in a specific source.	Normal* Rough	is Rough.
Glossy Texture			
Labels Texture			
Bond Texture			
Envelope Texture			
Letterhead Texture			
Preprinted Texture			
Colored Texture			
Vinyl Labels Texture	Identifies the texture of the vinyl labels loaded in a specific source.	Smooth Normal* Rough	Shown if vinyl labels are supported in the specified source.

Menu item	Purpose	Values and descriptions	
Card Stock Texture	Identifies the texture of the card stock loaded in a specific source.	Smooth Normal* Rough	Shown if Card Stock is supported in the specified source.
Custom <x> Texture</x>	Identifies the texture of the custom print media loaded in a specific source. (x represents 1–6.)	Smooth Normal* Rough	Shown if the custom type is supported in the specified source.

Paper Weight

These menu items are used to set the paper weight for each of the defined print media types. This allows the MFP to optimize the print quality for the print media weight.

Menu item	Purpose	Values and descriptions		
Plain Weight	Identifies the relative weight of the	Light	Note: Card Stock is shown on the	
Card Stock Weight	print media loaded in a specific source, and ensures the toner	Normal*	control panel only if it is supported in a specified source.	
Transparency Weight	adheres properly to the printed page.	Heavy		
Labels Weight				
Bond Weight				
Envelope Weight				
Letterhead Weight				
Preprinted Weight				
Colored Weight				
Vinyl Labels Weight	Identifies the relative weight of the vinyl labels loaded in a specific source.	Light Normal* Heavy	Shown if vinyl labels are a supported type.	
Custom <x> Weight</x>	Identifies the relative weight of the custom paper loaded in a specific source. (x represents 1–6.)	Light Normal* Heavy	Shown if the custom type is supported in the specified source.	

Paper Loading

These menu items are used to set the loading orientation for each print media type. A source is loaded with preprinted print media, and then the MFP can be notified that the print media is loaded for duplex (two-sided) printing. Use the application software to indicate simplex (one-sided) printing. When simplex printing is selected, the MFP automatically inserts blank pages to print the simplex job correctly.

Paper Loading is only shown on the control panel if a duplex unit is installed.

Menu item	Purpose	Values and descriptions	
Card Stock Load	Properly handles the specific	Duplex	Duplex is for two-sided printing on
Labels Loading	preprinted print media whether the job is a duplex job (two-sided) or a		the print media, and off indicates that duplex printing is turned off.
Bond Loading	simplex job (single-sided).		
Letterhead Loading			
Preprinted Loading			
Colored Loading			
Vinyl Labels Loading		Duplex Off*	Shown if vinyl labels are supported in the specified source.
Custom <x> Loading</x>	Properly handles preprinted custom paper whether the job is a duplex job (two-sided) or a simplex job (single-sided). x represents 1–6.	Duplex Off*	Shown if the custom type is supported in the specified source.

Custom Types

This menu item is used to define a name for each custom paper type. Assign names using a utility such as MarkVision or from the control panel.

Menu item	Purpose	Values and descriptions	
Custom Type <x></x>	Specifies the type of print media associated with each Custom Type available in the Paper Type menu.	Paper* Card Stock Transparency Labels Vinyl Labels Envelope	The custom type print media must be supported in the designated source in order to assign a user-defined name. Once the name is assigned, the name appears instead of Custom Type <x>.</x>

Custom Names

This menu item is used to define a custom name for each print media.

Menu item	Purpose	Values and descriptions	
<user-defined Custom Name></user-defined 	Specifies the name of print media associated with each Custom Name x> available in the Paper Type menu where x is 1–6.	[user-defined name], such as: Stephen's labels Mary's card stock	The custom print media must be supported in the designated source to assign a user-defined name.

Universal Setup

These menu items are used to specify the height and width of the Universal Paper Size. By specifying the height and width for Universal Paper Size, the MFP uses the Universal setting like other paper sizes, including support for duplex and n-up. For more information on n-up, see **Multipage Print**.

Menu item	Purpose	Values and descriptions		
Units of Measure	Determines the unit of measure used to enter the Universal Height and Width.	Inches Millimeters	Inches is the US default, and Millimeters is the international default.	
Portrait Width	Sets the portrait width of the universal media. Note: If the value set exceeds the maximum width, the MFP uses the maximum value allowed in inches or millimeters.	3 inches to 14.17 inches in 0.01 inch increments 76 mm to 360 mm in 1 mm increments	Shows either inches or millimeters from Units of Measure setting; 8.5 inches is the US default, and 216 mm is the international default.	
Portrait Height	Sets the portrait height of the universal media. Note: If the value set exceeds the maximum height, the MFP uses the maximum value allowed in inches or millimeters.	3 inches to 14.17 inches in 0.01 inch increments 76 mm to 360 in 1 mm increments	Shows either inches or millimeters from Units of Measure setting; 14 inches is the US default, and 356 millimeters is the international default.	
Feed Direction	Specifies the feed direction of the Universal Paper Size.	Short Edge* Long Edge	Feed Direction is only shown if the Long Edge value is available. Long Edge exists if the longest edge is shorter than the maximum physical width that the tray can accommodate. See Duplex Bind on page 68 for more information about short and long edges.	

Reports

Note: After a report prints, the MFP returns to the home screen.