Forms Printer 2500 Series

Quick Reference

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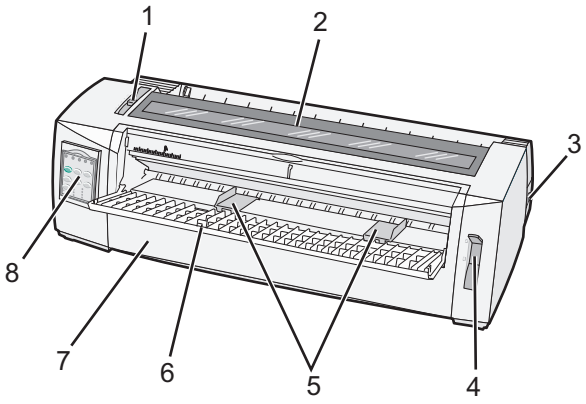
Learning about the printer

For additional setup and instructions on using the printer, see the *User's Guide* available on the Lexmark Web site at **http://support.lexmark.com**.

Printer overview

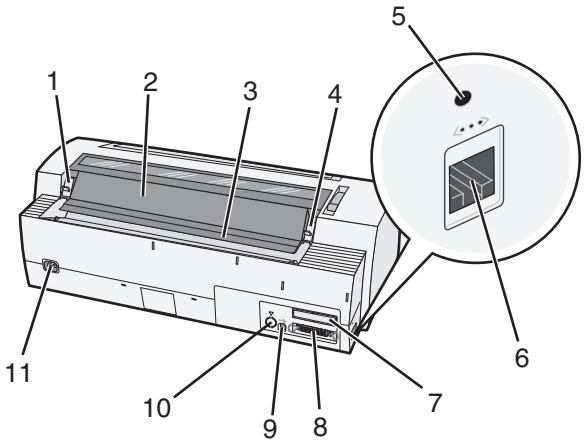
The Lexmark™ Forms Printer 2500 Series printers are available in 9- and 24-wire narrow- and wide-carriage models. Depending on the model you have chosen, your printer may look slightly different from the printer illustrated.

Printer front view



Part name	
1	Forms thickness lever
2	Ribbon access cover
3	Power switch
4	Paper select lever
5	Paper guides
6	Manual feeder
7	Front cover
8	Control panel

Printer back view



Part name	
1	Ribbon access cover latch
2	Acoustic flap
3	Tear off bar
4	Ribbon access cover latch
5	Recessed network button
6	Network connector
7	Optional serial interface knockout
8	Parallel connector
9	USB connector
10	Optional Tractor 2 connector knockout
11	Power cord connector

Understanding the printer features and functions

Feature/function	2580/2581	2590/2591
Multi-speed printing		
FastDft (Fast Draft) • 10 characters per inch (cpi) • 12 cpi	• 440 characters per second (cps) • 520 cps	• 410 cps • 520 cps
Draft	309 cps	274 cps
Courier Gothic	77 cps (Near-Letter-Quality mode)	91 cps (Letter-Quality mode)
Character spacing **Note:** Fast Draft supports only 10, 12, and 15 pitch.	Prints in 10, 12, 15, 17, and 20 cpi, as well as proportional spacing	Prints in 10, 12, 15, 17, 20, and 24 cpi, as well as proportional spacing

Feature/function	2580/2581	2590/2591
Resident fonts	• Fast Draft • Draft • Gothic • Courier	• Fast Draft • Draft • Gothic • Courier • Prestige • Presentor • Orator • Script
Print styles **Note:** This feature is available through printer commands.	Highlighting capability: • Double-high • Double-strike • Double-wide • Emphasized • Italics • Overscore • Subscript • Superscript • Underline	Highlighting capability: • Double-high • Double-strike • Double-wide • Emphasized • Italics • Overscore • Subscript • Superscript • Underline • Shading • Outline
Graphics printing **Note:** This feature supports existing graphics programs.	Resolution of up to 144 x 240 dots per square inch (dpi)	Resolution of up to 360 x 360 dpi
Multiple-part forms	Prints original plus five copies (six-part forms)	Prints original plus three copies (four-part forms)

Feature/function	All models
Control panel	Button control for Load/Unload, Tear Off, Font, Setup, Pitch, Macro, and paper movement functions. Control panel lights indicate current status.
Font lock	• Locks the font selection you make from the control panel so it is not changed by your program. • Font lock is deactivated when you turn the printer off unless it is set in the printer default settings.
Pitch lock	• Locks pitch selections you make from the control panel so they are not changed by your program • Pitch lock is deactivated when you turn the printer off unless it is set in the printer default settings.
Load/Unload	Loads and unloads continuous form paper (tractor fed)
Macro function	The printer has the capability of storing four unique document formats to enhance flexibility when using different styles of pre-printed forms.

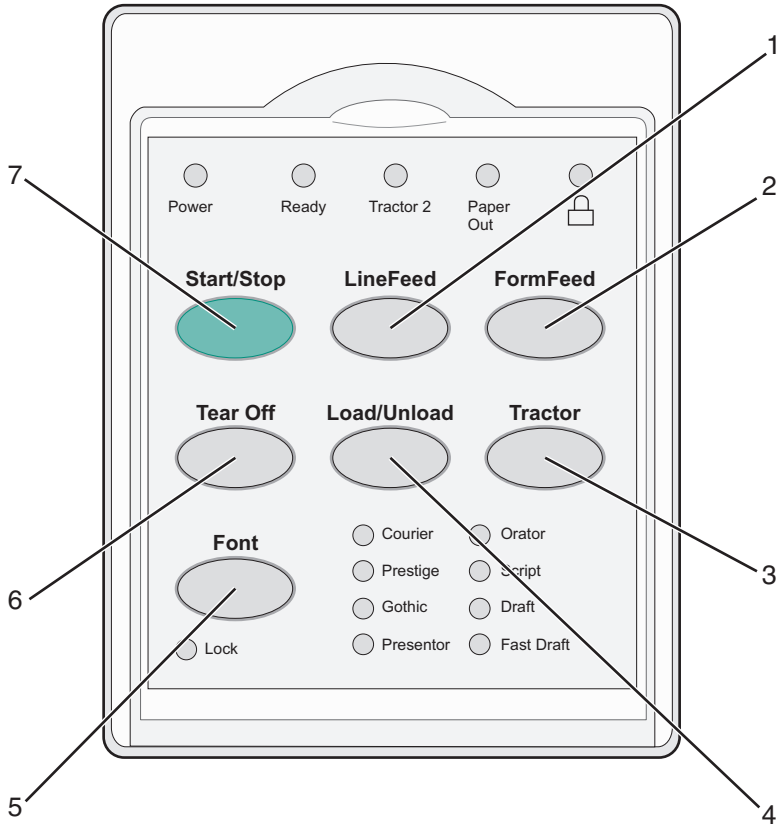
Feature/function	All models
Manual front loading for cut sheets	Enables printing on cut sheets or envelopes
Tear Off bar	• Assists in removing printed continuous forms at the perforation • Assists in tearing non-perforated forms • Reduces the amount of paper used, thus reducing costs
Adjustable tractor	Lets you handle continuous form paper without purchasing additional options. It can be repositioned to function as: • Push tractor • Pull tractor
Control panel disable	Limits control panel functions to the Start/Stop, FormFeed, Tear Off, and Load/Unload buttons only, thus limiting the potential that untrained operators may accidentally change forms settings
Ribbon cartridge	Contains the inked fabric ribbon
Printer tests	• Power-on Self Test • Printer test page—Determines whether your machine has print problems • Demonstration Print
Box and line drawings	Prints tables, charts, and other graphics as shown on your computer screen
Greek and math symbols	Prints a variety of symbols used in mathematical equations, including subscript and superscript
Code pages	Selects the characters and symbols corresponding to various country languages
Bar code function	These bar codes are resident in the printer: • 3 of 9 • Codabar (NW-7) • Code 39 • Code 128 • Interleaved 2 of 5 • UPC-A • UPC-E • EAN 8 • EAN 13 • PostNet **Note:** For more information on the Bar code function, see the *Technical Reference* available on the Lexmark Web site at **www.lexmark.com**.
Software compatibility	• Compatible with all programs that support IBM emulation or Epson emulation • Compatible with Okidata MICROLINE emulation (with the M320 turbo), which is standard on the 9-wire printer and 2580/2581 printer models.
Interface connection	Allows the printer to work with all computers with compatible interface connections Both parallel and USB interfaces are standard. The internal serial interface (RS-232) is optional for the 2580/2581 and 2590/2591 models. The Network option is standard on the 2580n/2581n and 2590n/2591n models.

Using the control panel

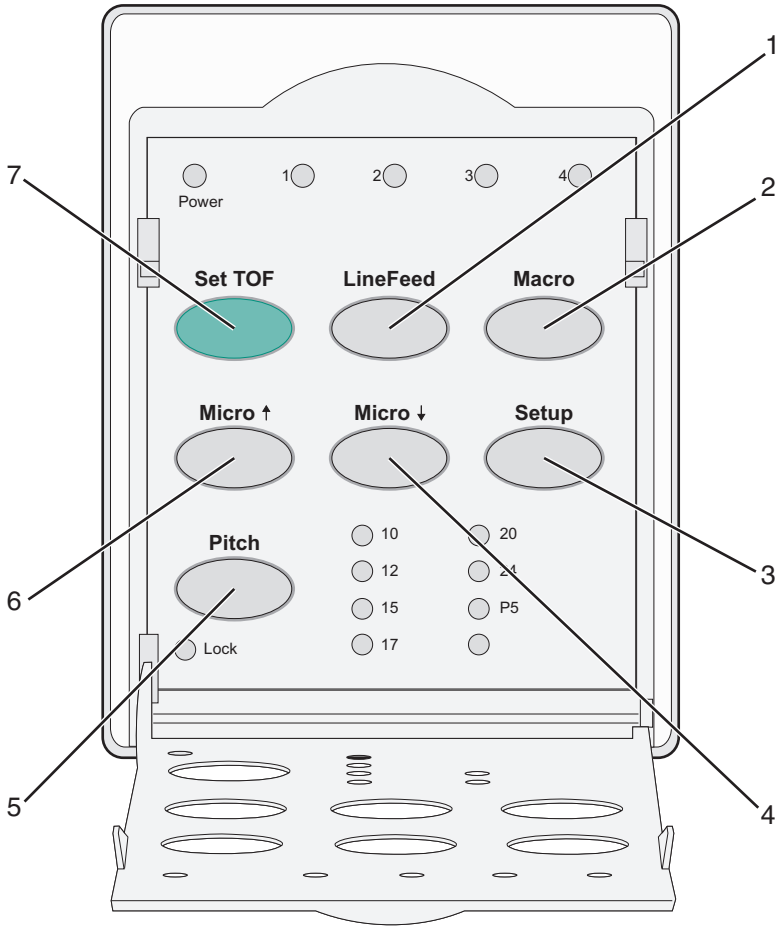
Understanding the control panel buttons

The control panel has two layers of functionality:

- Layer 1, with the control panel cover closed, contains basic functions like FormFeed, Tear Off, and taking the printer online/offline.
- Layer 2, with the control panel cover open, contains more advanced functionality. Use layer 2 to select a macro and change printer menu settings.



Button		Function
1	LineFeed	Advances the paper one line
2	FormFeed	Advances the paper to the next Top-Of-Form
3	Tractor	Alternates between Tractor 1 and Tractor 2 if the optional Tractor 2 is installed
4	Load/Unload	Loads paper to the current Top-Of-Form or unloads paper to a parked position
5	Font	Selects one of the resident font styles **Note:** Repeatedly pressing the Font button cycles through the printer font selections. If you continue pressing Font through a second pass, the font selections will be locked.
6	Tear Off	Alternates the paper between Tear Off and Top-Of-Form
7	Start/Stop	Communicates the on/off status of the printer



Button		Function
1	LineFeed	Advances the paper one line. Press and hold **LineFeed** to advance the paper 5 micro movements, and then go into continuous feed.
2	Macro	To support different styles of pre-printed forms, selects between four document formats
3	Setup	Press to enter Setup mode. Lets you change the default values and modes of printer operation.
4	Micro ↓	Feeds the paper downward in small incremental movements. Press and hold to select continuous feed.
5	Pitch	Sets the character pitch to: 10 cpi, 12 cpi, 15 cpi, 17 cpi, 20 cpi, or proportional spacing **Notes:** • On 2590/2591 models, you can also select 24 cpi. • Fast Draft supports only 10, 12, and 15 pitch.
6	Micro ↑	Feeds the paper upward in small incremental movements. Press and hold to select continuous feed.
7	Set TOF	Sets the Top-Of-Form, which is the position of the first print line on the page

Understanding the control panel lights

The following tables describe the light patterns on the control panel.

Light	Light status	What it means
Power	On	The printer is online.
Ready	On	The printer is online and ready to print.
	Blinking	The printer is receiving data.
	Off	The printer is offline.
Tractor 2	On	Tractor 2 is activated. **Note:** The optional Tractor 2 Feeder must be installed.
Paper Out	Off	Paper is loaded in the printer.
	Blinking	The printer is out of paper.
	On	A printer error has occurred.
🔒	On	The control panel is locked, restricting the use of the following buttons: Start/Stop, FormFeed, Tear Off, and Load/Unload.
Font	On	One of the printer resident fonts is selected.
	Off	A downloaded font is selected.
Font Lock	On	Font Lock is active. Printer resident fonts are locked.

Light	Light status	What it means
Macro	On	The specified macro function is active.
	Off	No macro is being used, or Macros are disabled in the Setup menu.
Pitch	On	One of the printer resident pitches is selected.
Pitch Lock	On	Pitch Lock is active. Printer resident fonts are locked.

Using the Load/Unload function

Use the Load/Unload button to unload continuous forms from the printer to allow printing on either a cut form or an envelope.

The Load/Unload function works only when the tractor unit is in the push position.

You can also use the Load/Unload button to load continuous forms into the printer when the paper path is clear, or to change one type of pre-printed form to another.

Locking and unlocking the control panel

To restrict the use of printer functions to the Start/Stop, FormFeed, Tear Off, and Load/Unload buttons, lock the control panel. When the panel is locked, the 🔒 light comes on.

To lock the control panel:

1. Turn the printer off.
2. Press and hold **Load/Unload** and **Tractor** while turning the printer on.

To unlock the control panel:

1. Turn the printer off.
2. Press and hold **Load/Unload** and **Tractor** while turning the printer on.

Selecting a Tractor mode

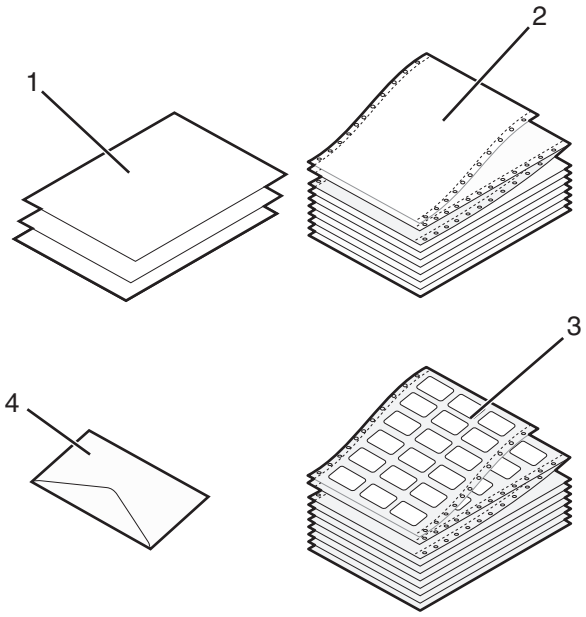
Note: Because this function unloads continuous forms from the currently selected tractor, tear off excess paper prior to initiating.

When the optional Tractor 2 Feeder is installed, you can press **Tractor** to unload the current continuous forms and switch to the continuous forms loaded in the other tractor source.

The Tractor 2 light comes on when the optional Tractor 2 Feeder is selected.

Loading paper

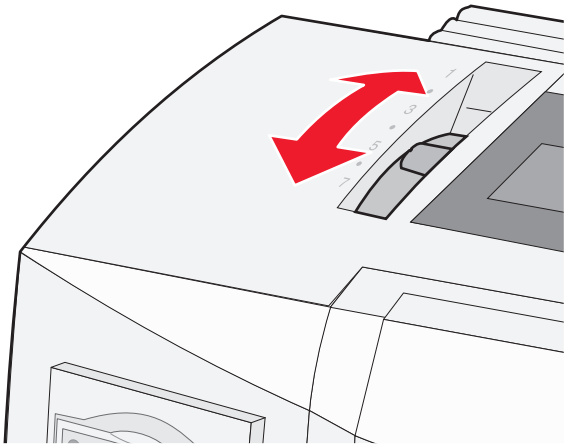
This section explains how to load continuous forms, cut form sheets, labels, and envelopes. It also includes information about paper orientation, setting the forms thickness lever, and using the push and pull tractors for different paper paths.



1	Cut (form) sheet
2	Continuous forms
3	Envelope
4	Labels

Setting the forms thickness lever

Use the forms thickness lever to make adjustments for printing on various forms depending on the paper thickness. When setting this lever, see one of the following tables depending on your printer model:



Paper type	Paper thickness	Paper weight	Forms thickness lever setting
Single forms (cut or continuous)	Thin	56 g/m^2 (15 lb) 65 g/m^2 (16 lb)	1
	Normal	68 g/m^2 (18 lb) 75 g/m^2 (20 lb)	1 or 2
	Thick	90 g/m^2 (24 lb)	2
Multiple-part forms		2-part 3-part 4-part 5-part 6-part	2 or 3 3 or 4 4 or 5 5 or 6 5, 6, or 7
Envelopes			4, 5, or 6

Notes:

- Print quality depends on the multiple-paper quality and the operating environment. Low-temperature printing may cause poor print quality, depending on the paper used.
- Printing speed becomes slower when the forms thickness lever setting is 4 or higher.

Paper type	Paper thickness	Paper weight	Forms thickness lever setting
Single forms (cut or continuous)	Thin	56 g/m^2 (15 lb) 65 g/m^2 (16 lb)	1
	Normal	68 g/m^2 (18 lb) 75 g/m^2 (20 lb)	1 or 2
	Thick	90 g/m^2 (24 lb)	2
Multiple-part forms		2-part 3-part 4-part 5-part 6-part	2 or 3 3 or 4 4 or 5 5 or 6 5, 6, or 7
Envelopes			4, 5, or 6

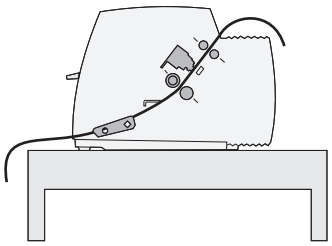
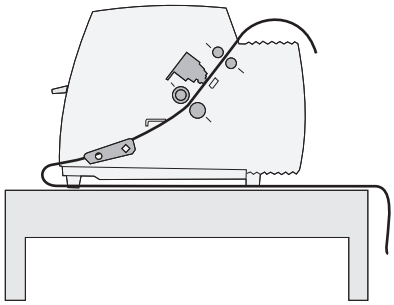
Note:

Print quality depends on the multiple-paper quality and the operating environment. Low-temperature printing may cause poor print quality, depending on the paper used.

Paper paths

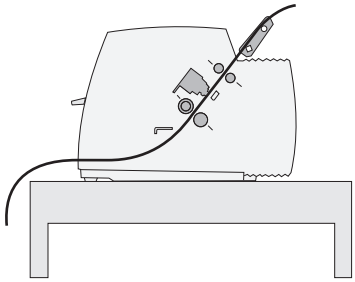
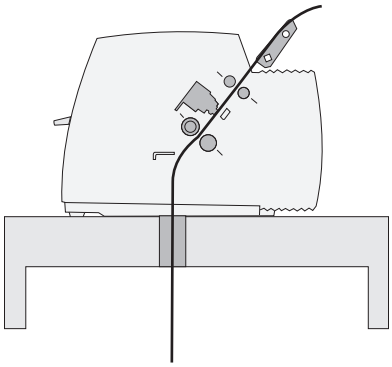
Paper paths for the push tractor

In these examples, the tractor pushes the paper from the front or the rear of the printer.

	
Front loading paper	Rear loading paper

Paper paths for the pull tractor

In these examples, the tractor pulls the paper from the front or the bottom of the printer.

	
Front loading paper	Bottom loading paper

Using the Tear Off function

Pressing the Tear Off button advances the perforation of a continuous form to the tear off position. You can set the Tear Off function to automatic or manual by adjusting the Auto Tear Off Setting in Setup mode:

- **On**—Sets the Tear Off function to move a continuous form automatically to the Tear Off position
- **Off**—Lets you move a continuous form manually to the Tear Off position

Note: On is the factory default setting.

Note: The Tear Off function works only when the tractor unit is in the push position, and the correct page length is set in the Setup menu or from your program. For more information, see "Using Setup mode" on page 37.

Setting the Tear Off position

When Auto Tear Off is set to On, it moves the top perforation of a continuous form to the Tear Off position when all of the following are true:

- The printer has finished printing.
- The paper has advanced to the Top-Of-Form on the next page.
- No data, printer control codes, or escape codes have been sent to the printer after advancing to the Top-Of-Form.
- The print buffer has not received data for one second.

If you have already set your Top-Of-Form and now want to change the Tear Off position, follow these steps:

1. Press **Start/Stop** to take the printer offline.
2. Press and hold **Tear Off** until the printer beeps.

   The ⎕ light blinks.
3. Open the control panel cover to access layer 2.
4. Press **Micro** ↑ or **Micro** ↓ to move the paper to the desired Tear Off position.
5. Close the control panel cover.

   The printer beeps twice. The paper rolls backward, then goes to the new Tear Off position.
6. Press **Start/Stop**.

   The paper remains at the current Tear Off position until you send another job to the printer. The paper moves from the Tear Off position to the Top-Of-Form and begins printing.

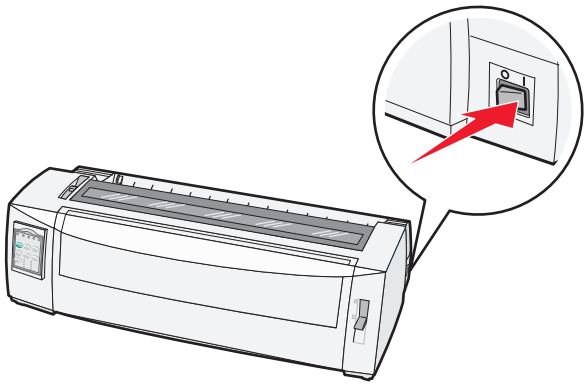
Loading continuous paper

Loading continuous forms using the push tractor

You can load continuous paper utilizing four different paper paths, depending on whether you have the push tractor installed or the pull tractor installed. The factory default setting for your printer is the push tractor position.

Note: If you have installed the optional Auto Sheet Feeder or Tractor 2, see the documentation that came with your option for paper loading instructions.

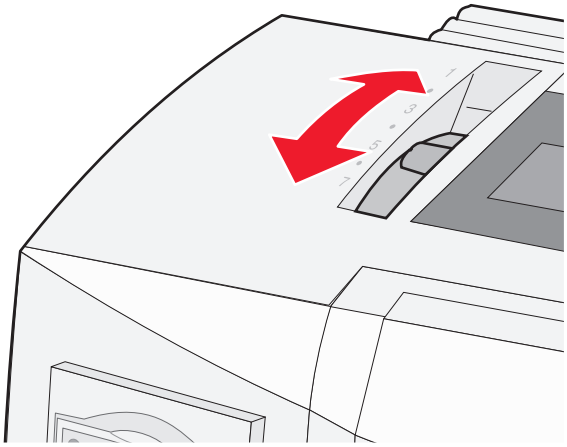
1. Turn the printer on.



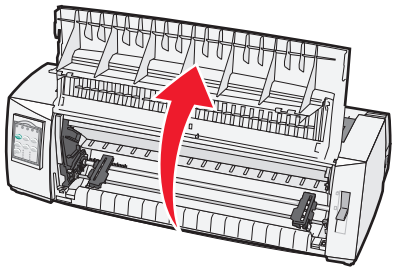
2. Make sure the paper path is clear.

   Note: If a cut form or envelope is loaded in the printer, press **FormFeed** to remove it.

3 Set the forms thickness lever to a setting corresponding with the paper thickness you are using.

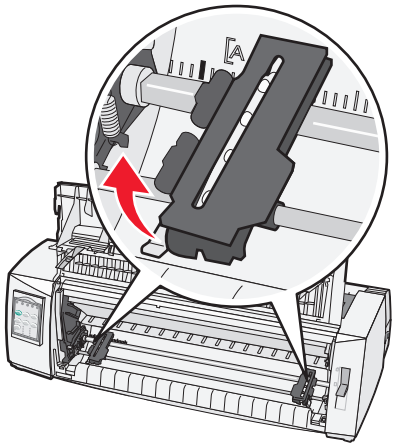


4 Pull the front cover up.

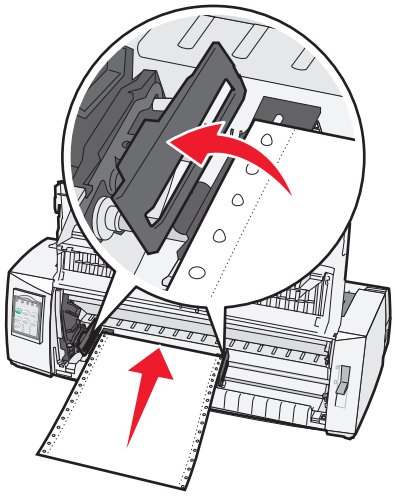


5 Move the paper select lever down to the position.

6 Pull the left and right tractor locking levers up to unlock the tractors.



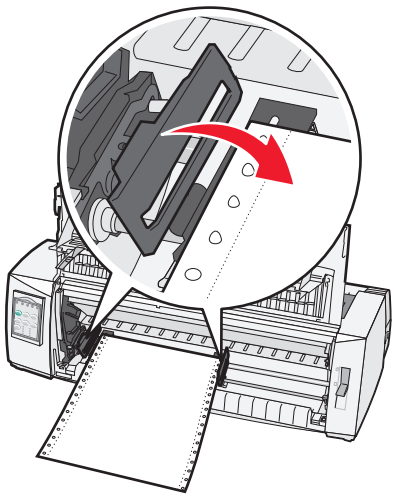
7 Open the left and right tractor doors, and then place the paper holes over the second or third pins of the tractor unit.



If necessary, move the left or right tractor to adjust the tractors to the paper width.

Note: Keeping the left tractor positioned to the left of the rubber tractor stop keeps your paper within the paper sensor area.

8 Close the left and right tractor doors.



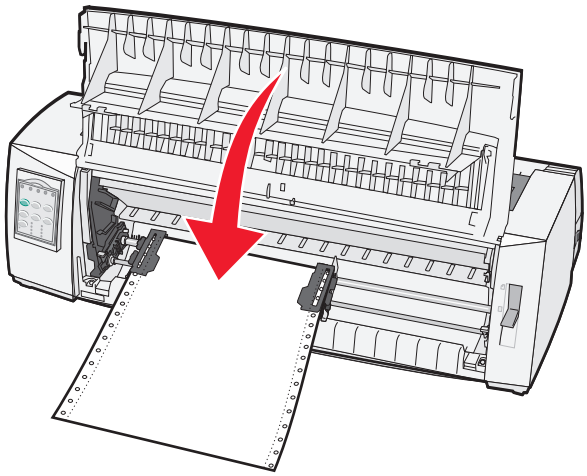
9 Move the tractor to align the left margin on your paper with the **[A** symbol printed on the rear plate.

Note: The distance from the **[A** symbol to the left edge of the paper determines the width of the left margin.

10 Push the left tractor locking lever down to lock the tractor in place.

11 Remove slack from the paper, and then lock the right locking lever.

12 Close the front cover.



13 Press **Start/Stop** to load the paper to Top-Of-Form and put the printer online.

If Auto Tear Off is set to On, the printer moves the paper to the Tear Off bar.

Note: When you use the push tractor to print continuous forms, line spacing within the first 1.5 inches of the first form may not be uniform.

Front loading continuous forms using the pull tractor

Make sure the tractor is in the pull position.

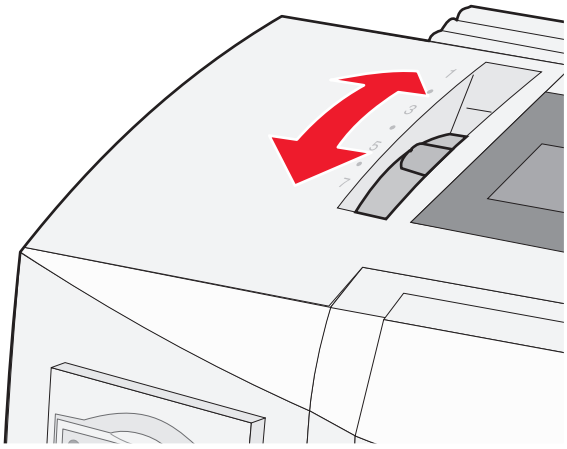
Note: If you have installed the optional Auto Sheet Feeder or Tractor 2, see the documentation that came with your option for paper loading instructions.

1 Turn the printer on.

2 Make sure the paper path is clear.

Note: If a cut form or envelope is loaded in the printer, press **FormFeed** to remove it.

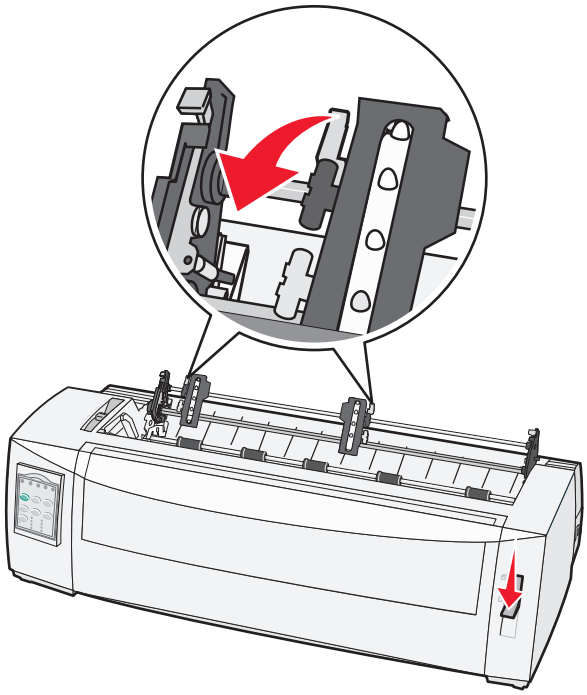
3 Set the forms thickness lever to a setting corresponding with the paper thickness you are using.



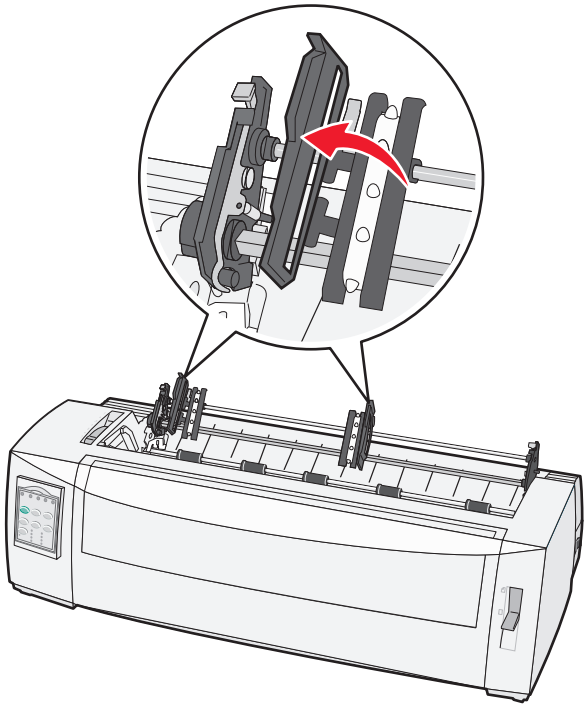
4 Remove the ribbon access cover.

5 Move the paper select lever down to the position.

6 Pull the left and right tractor locking levers up to unlock the tractors.



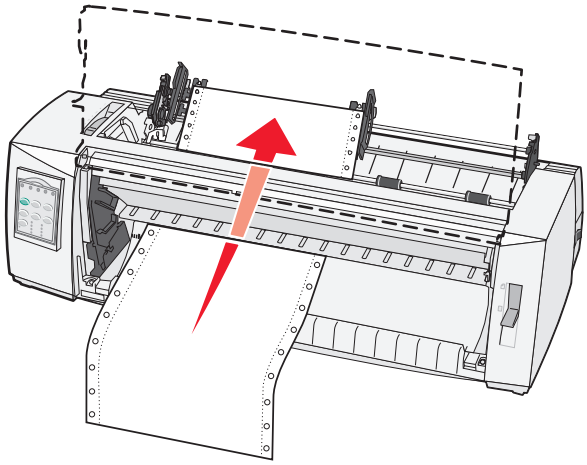
7 Open the left and right tractor doors.



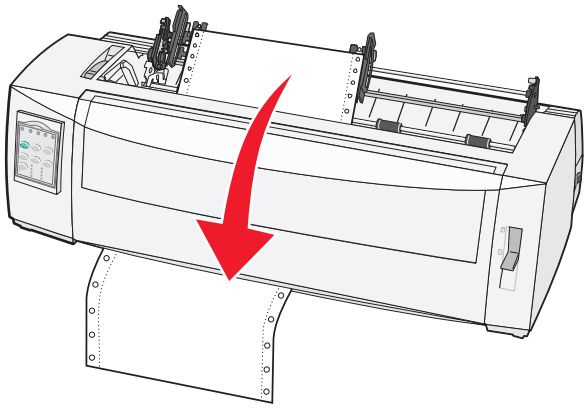
8 Open the front cover.

9 Insert paper into the front of the printer between the metal and plastic plates.

Push or pull the paper through the paper path until it passes the printhead.



10 Close the front cover.



11 Place the paper holes over the tractor pins.

If necessary, move the left or right tractor to adjust the tractors to the paper width.

Note: If you have trouble moving the right tractor to the paper width, roll the rubber tractor stop out of the seated position. Move the tractor to the paper width, load the paper, and then lock the right tractor.

12 Close the left and right tractor doors.

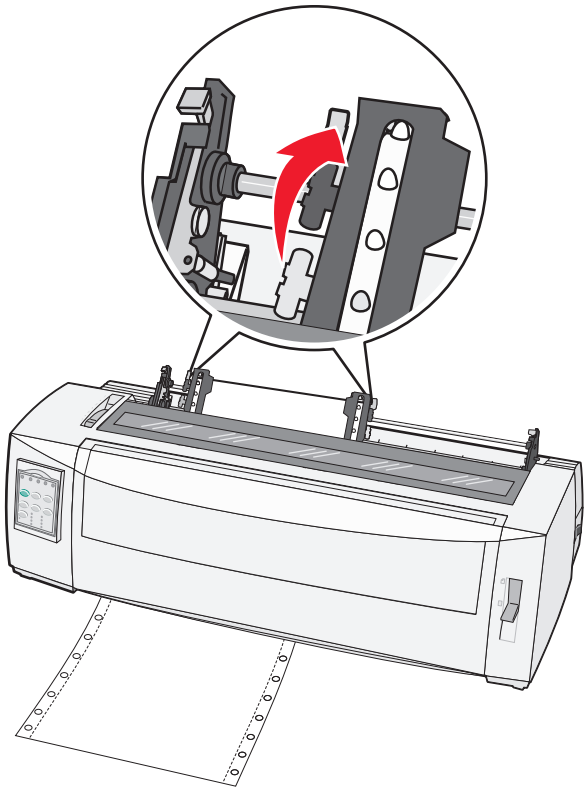
13 Replace the ribbon access cover.

14 Move the tractor to align the left margin on the paper with the **[A** symbol printed on the rear plate.

Note: The distance from the **[A** symbol to the left edge of the paper determines the width of the left margin.

15 Push the left tractor locking lever down to lock the tractor in place.

16 Remove slack from the paper, and then lock the right locking lever.



17 Open the control panel cover to access layer 2.

18 Press **Micro ↑**, **Micro ↓**, or **LineFeed** to move the paper to the Top-Of-Form you want to use.

Notes:

- Use the second form to set Top-Of-Form alignment.
- To do this, align the horizontal lines (located on the platen) with the Top-Of-Form you want.

19 Press **Set TOF** to set the Top-Of-Form.

Note: Top-Of-Form is not saved if the printer is turned off or runs out of paper when using the pull tractor.

20 Make sure the printer is online, and the Ready light is on solid.

Note: If not, press **Start/Stop** until the Ready light is on solid.

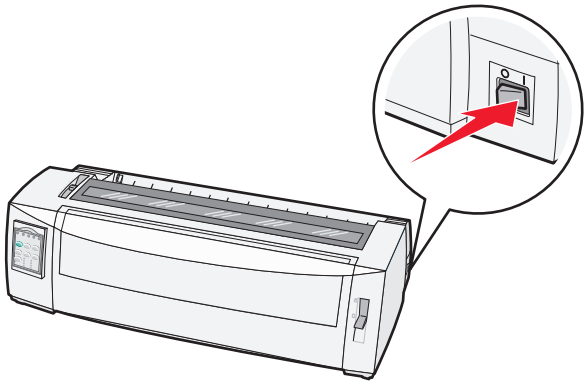
Bottom loading continuous forms using the pull tractor

Notes:

- Make sure the tractor is in the pull position.
- Use a furniture type with a paper-feed opening in the middle of it.
- Because the printer uses a pull function for bottom loading, it is especially useful for paper that has a tendency to curl, is very heavy, or is very light weight.

Note: If you have installed the optional Auto Sheet Feeder or Tractor 2 Feeder, see the documentation that came with the option for paper loading instructions.

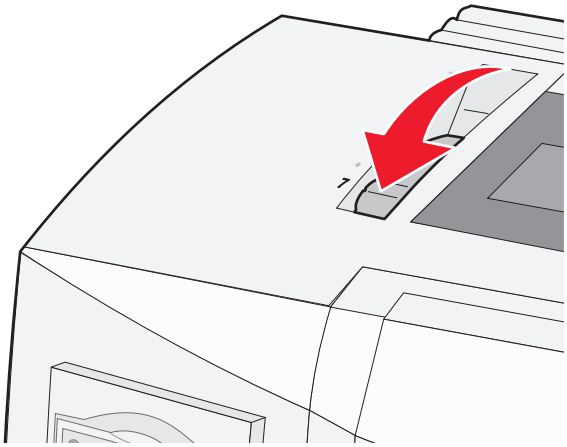
1 Turn the printer on.



2 Make sure the paper path is clear.

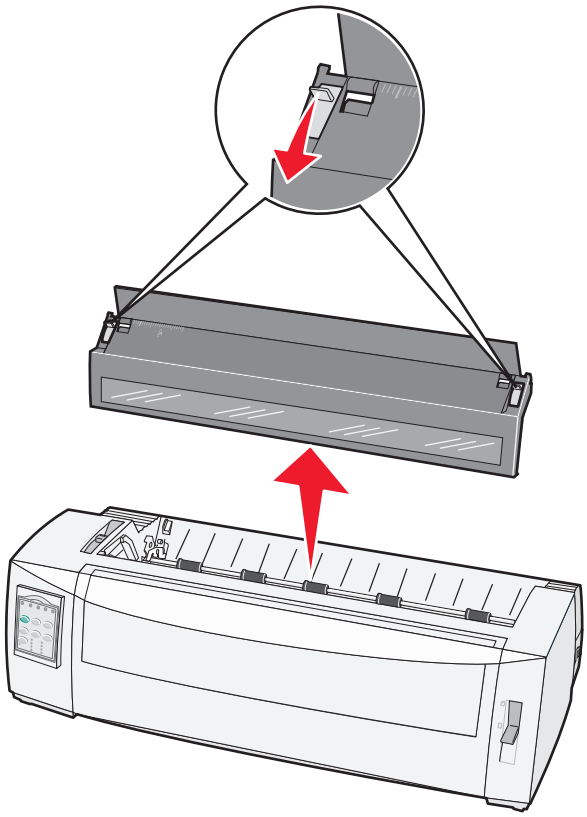
Note: If a cut form or envelope is loaded in the printer, press **FormFeed** to remove it.

3 Set the forms thickness lever to 7.

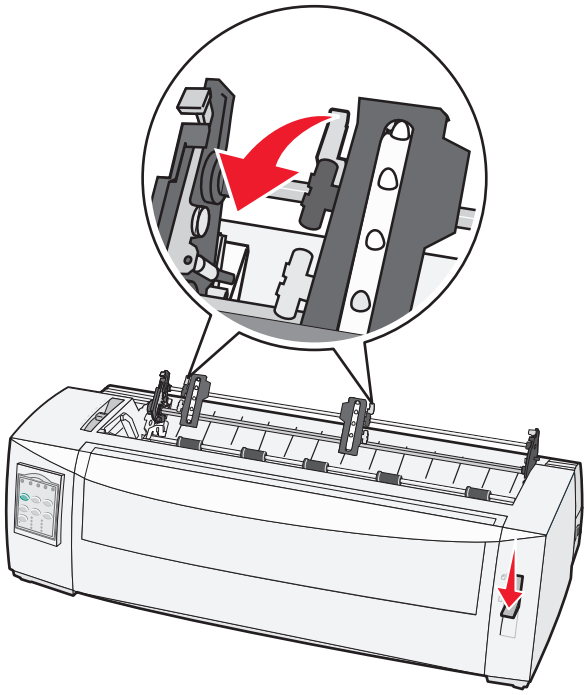


4 Move the paper select lever down to the position.

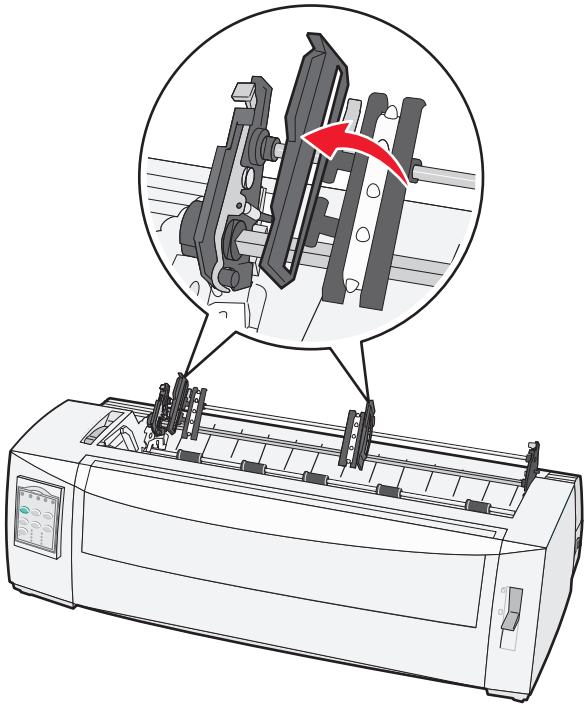
5 Remove the ribbon access cover.



6 Pull the left and right tractor locking levers up to unlock the tractors.



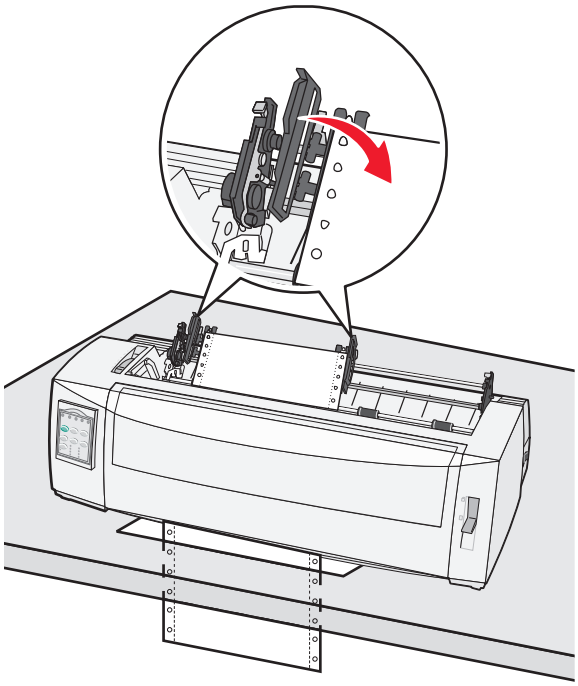
7 Open the left and right tractor doors.



8 Insert the paper through the bottom slot of the printer.

Push or pull the paper through the paper path until it passes the printhead.

9 Place the paper holes over the tractor pins.



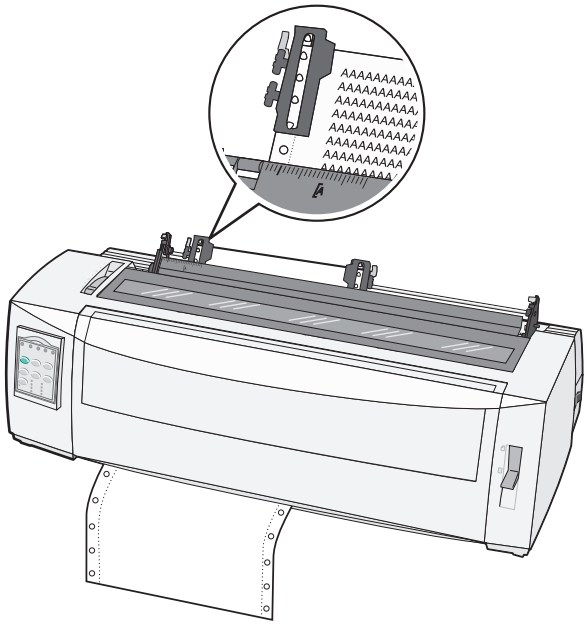
If necessary, move the left or right tractor to adjust the tractors to the paper width.

Note: If you have trouble moving the right tractor to the paper width, roll the rubber tractor stop out of the seated position. Move the tractor to the paper width, load the paper, and then lock the right tractor.

10 Close the left and right tractor doors.

11 Replace the ribbon access cover.

12 Move the tractor to align the left margin on the paper with the **[A** symbol printed on the rear plate.



Note: The distance from the **[A** symbol to the left edge of the paper determines the width of the left margin.

13 Push the left tractor locking lever down to lock the tractor in place.

14 Remove slack from the paper, and then lock the right locking lever.

15 Open the control panel cover to access layer 2.

16 Press **Micro ↑**, **Micro ↓**, or **LineFeed** to move the paper to the Top-Of-Form you want to use.

17 Press **Set TOF** to set the Top-Of-Form.

Note: Top-Of-Form is not saved if the printer is turned off or runs out of paper when using the pull tractor.

18 Make sure the printer is online, and the Ready light is on solid.

Note: If not, press **Start/Stop** until the Ready light is on solid.

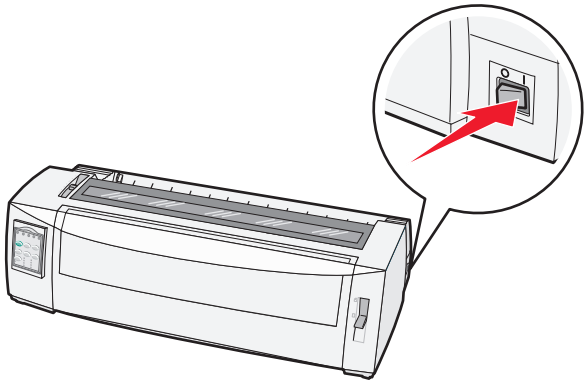
Loading cut forms

Cut forms can be single sheets, envelopes, or multiple-part forms. They are placed one at a time into the manual feeder.

Loading a cut form or envelope manually

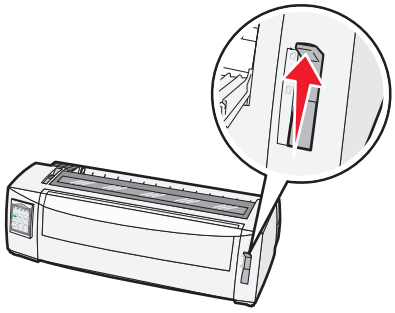
Note: If you have installed the optional Auto Sheet Feeder or Tractor 2 Feeder, see the documentation that came with the option, for paper loading instructions.

1. Turn the printer on.

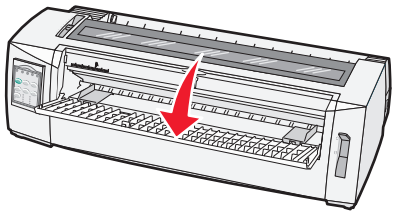


2. Make sure the paper path is clear.
3. If continuous forms are currently loaded, tear off the leading edge of the continuous form, and then press **Load/Unload** to park the continuous forms.

   The Paper Out light blinks.
4. Set the forms thickness lever to a corresponding setting for the type of paper you are using.
5. Move the paper select lever up to the position.

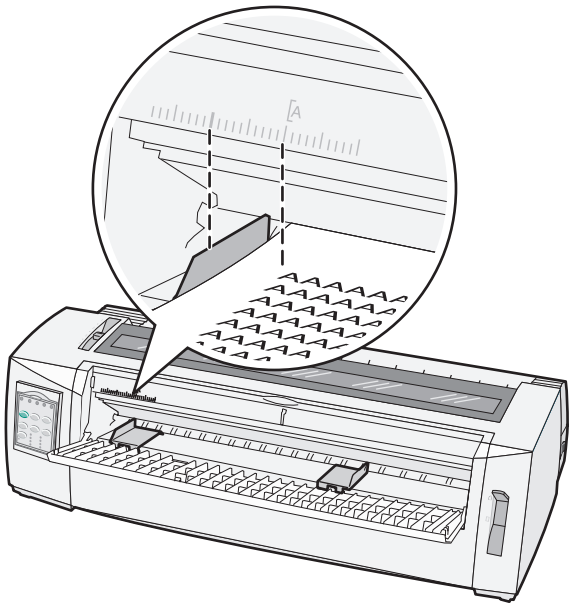


6. Open the manual feeder.



7 Move the left paper guide so that the print start position you want aligns with the **[A** symbol printed on the margin guide.

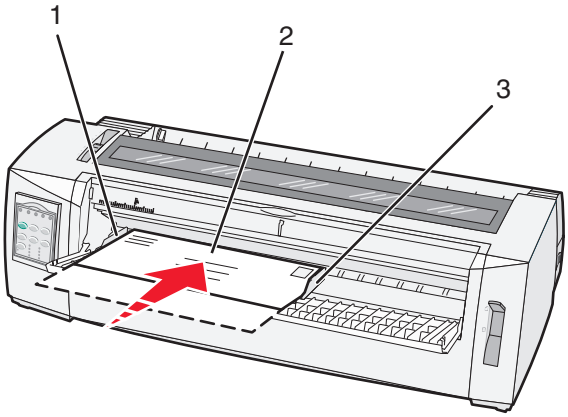
The distance from the left paper guide to the **[A** symbol determines the width of the left margin.



8 Place a cut form or an envelope against the left paper guide.

Note: If you are loading a preprinted form or envelope, put the top edge in first with the printed side up.

9 Move the right paper guide so the guide aligns with the right edge of the cut form or envelope.



1	Left paper guide
2	Cut form or envelope
3	Right paper guide

10 Insert the cut form or envelope into the printer until the Paper Out light stops blinking.

Notes:

- If Auto Cut Sheet Load is set to On, the paper feeds automatically to the Top-Of-Form.

- If Auto Cut Sheet Load is set to Off, press **FormFeed**.

11 Make sure the printer is online, and the Ready light is on solid.

Note: If not, press **Start/Stop** until the Ready light is on solid.

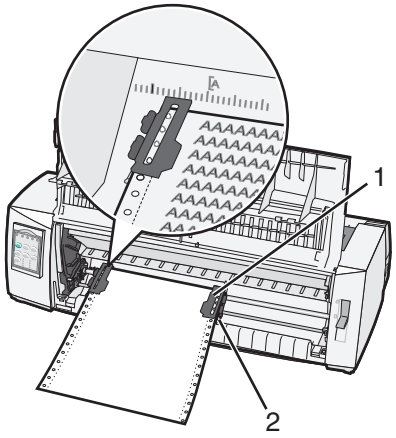
Aligning the left margin

You can manually change the first print position at the left margin. The first print position is indicated by the **[A** symbol. You can also set the left margin in your program.

Notes:

- Setting the left margin in your program adds that amount to the left margin setting on the printer. For example, if you set the left margin at one inch on the printer, and also have the left margin set at one inch in your program, the printer begins printing two inches from the left edge of the page.
- The location of the **[A** symbol depends on the position of the tractor unit.
- For the purposes of these instructions, the tractor is shown in the push position with continuous paper.

1 Locate the left margin for continuous forms by locating the **[A** symbol on the printer.



1	Tractor (in push position)
2	Right locking lever

2 Continue to load paper utilizing different paper paths, depending on whether you have the push tractor installed or the pull tractor installed. For help, see one of the following sections in this chapter:

- "Loading continuous forms using the push tractor" on page 15
- "Front loading continuous forms using the pull tractor" on page 18
- "Bottom loading continuous forms using the pull tractor" on page 21
- "Loading a cut form or envelope manually" on page 26

Setting Top-of-Form

Top-of-Form sets the first line of print. Use the control panel to save your Top-of-Form settings for continuous forms, cut forms, and for each macro enabled.

Setting Top-Of-Form for continuous forms in push mode

1. Clear the paper path.

   The Paper Out light blinks if no paper is loaded. If the Paper Out light is off, tear off excess forms, and then press **Load/Unload**. If a cut form is loaded, press **FormFeed** to clear the paper path.

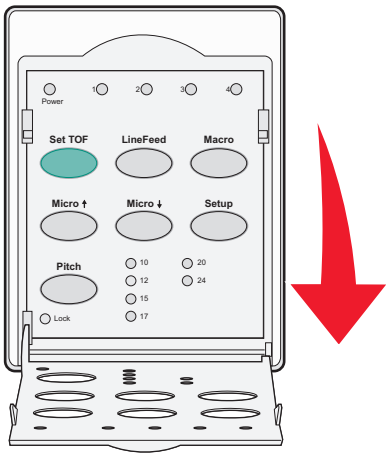
2. Make sure the paper select lever is in the position.

3. Load continuous form paper on the push tractor feed pins (or the Tractor 2 feed pins if you are using the optional Tractor 2 Feeder).

4. Press **FormFeed**.

   The paper moves to the current Top-Of-Form, and the Paper Out light goes off.

5. Open the control panel cover to access layer 2.



6. Press any paper movement button (**LineFeed**, **Micro ↑**, **Micro ↓**) to align the horizontal lines located on the platen with the Top-Of-Form you want.

   Note: If you press and hold a paper movement button, the paper advances in micro movements and then goes into continuous feed.

7. Press **Set TOF** to set and save your Top-Of-Form.

8. Close the control panel cover.

9. To verify the new Top-Of-Form, press **Load/Unload** to unload the continuous forms paper, and then press **FormFeed** to reload the continuous forms paper.

   The continuous forms paper loads to the current Top-Of-Form setting.

10. Press **Start/Stop** to set the printer online.

    Note: If Auto Tear Off is set to On, the paper will advance to the Tear Off position. Sending a print job or pressing **Tear Off** returns the paper to the current Top-Of-Form.

Setting Top-Of-Form for continuous forms in pull mode

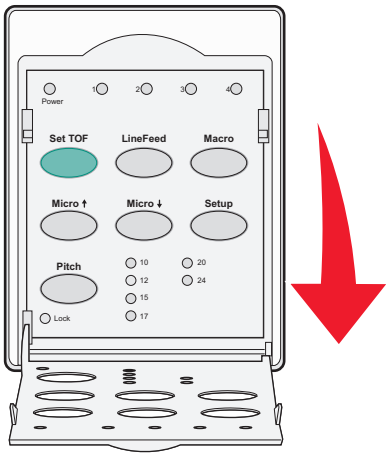
1 Turn the printer on.

The Paper Out light blinks if no paper is loaded.

2 Move the paper select lever down to the position.

3 Load continuous form paper on the pull tractor feed pins.

4 Open the control panel cover to access layer 2.



5 Press any paper movement button (**Micro ↑**, **Micro ↓**, or **LineFeed**) to move the paper to the Top-Of-Form position.

Note: Use the second sheet of continuous forms paper to set Top-Of-Form.

6 Press **Set TOF** to set and save Top-Of-Form.

7 Close the control panel cover.

Note: Top-Of-Form is not saved if the printer is turned off or runs out of paper when the printer is in pull tractor mode.

8 Press **Start/Stop** to set the printer online.

Setting Top-Of-Form for a cut form or an envelope

Top-Of-Form can range from minus one inch to plus 22 inches from the top of a cut form.

1 Clear the paper path.

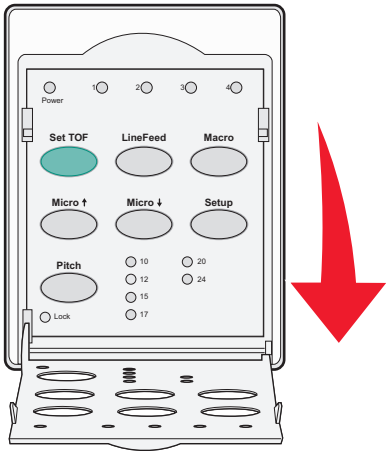
The Paper Out light blinks if no paper is loaded. If the Paper Out light is off, tear off excess forms, and then press **Load/Unload**. If a single form is loaded, press **FormFeed** to clear the paper path.

2 Move the paper select lever up to the position.

3 Load a cut sheet of paper or an envelope through the manual feeder.

- If Auto Cut Sheet is set to On, the printer will move the paper or envelope to the current Top-Of-Form.
- If Auto Cut Sheet is set to Off, press **FormFeed** when the Paper Out light goes off.

4 Open the control panel cover to access layer 2.



5 Press any paper movement button (**Micro ↑**, **Micro ↓**, **LineFeed**) to align the horizontal lines located on the platen with the Top-Of-Form you want.

Note: If you press and hold a paper movement button, the paper will advance in micro movements and then go into continuous feed mode.

6 Press **Set TOF** to set and save your Top-Of-Form.

7 Close the control panel cover.

8 Press **Start/Stop** to put the printer online.

Setting Top-Of-Form in a macro

Each macro has a separate Top-Of-Form setting. To set Top-Of-Form in a macro, you must first select that macro.

1 Open the control panel cover to access layer 2.

2 Press **Macro** to select the macro you want to use.

Note: The procedure for setting Top-Of-Form depends on the paper and print mode you are using. For help, see one of the following sections in this chapter:

- “Setting Top-Of-Form for continuous forms in push mode” on page 29
- “Setting Top-Of-Form for continuous forms in pull mode” on page 30
- “Setting Top-Of-Form for a cut form or an envelope” on page 30

Paper and specialty media guide

Paper types and sizes supported by the printer

The printer supports paper weights of 56–90 g/m^2 (15-24 lb) and envelope weights of 75–90 g/m^2 (20-24 lb).

Paper types	Single	Multiple part	Envelopes
Cut Forms	76 mm (3.0 in.) to 297 mm (11.7 in.)*	76 mm (3.0 in.) to 297 mm (11.7 in.)*	152 mm (6.0 in.) to 241 mm (9.5 in.)
Continuous Forms	76 mm (3.0 in.) to 254 mm (10.0 in.)	76 mm (3.0 in.) to 254 mm (10.0 in.)	Not applicable
Hole-to-hole widths	63 mm (2.5 in.) to 241 mm (9.5 in.)	63 mm (2.5 in.) to 241 mm (9.5 in.)	Not applicable
* When the optional Auto Sheet Feeder or the Tractor 2 Feeder is installed, the cut form maximum width is 215 mm (8.5 in.) for manual loading.			

Paper types	Single	Multiple part	Envelopes
Cut Forms	76 mm (3.0 in.) to 559 mm (22.0 in.)	76 mm (3.0 in.) to 559 mm (22.0 in.)	110 mm (4.1 in.) to 152 mm (6.0 in.)
Continuous Forms	76 mm (3.0 in.) (no maximum)	76 mm (3.0 in.) (no maximum)	Not applicable

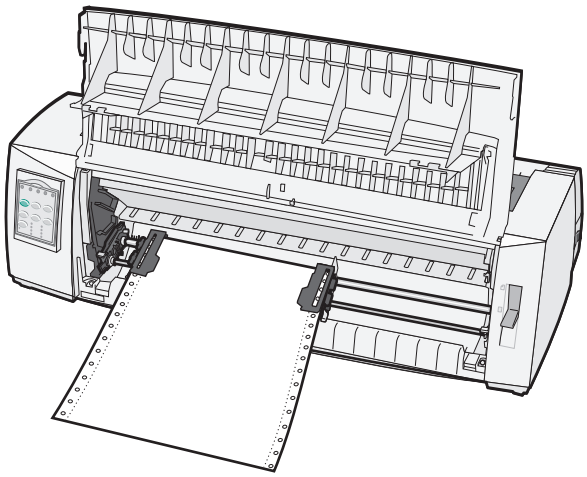
Paper types	Single	Multiple part	Envelopes
Cut Forms	0.058 mm (0.0023 in.) to 0.114 mm (0.0045 in.)	See the following note.	0.42 mm (0.017 in.)
Continuous Forms	0.058 mm (0.0023 in.) to 0.114 mm (0.0045 in.)	See the following note.	0.42 mm (0.017 in.)
Note: For 2580/2581 printers, the maximum thickness of multiple part forms is 0.512 mm (0.0202 in.). For 2590/2591 printers, the maximum thickness is 0.36 mm (0.015 in.).			

Changing tractor positions

The tractor unit can be installed in the push tractor position or the pull tractor position. This section describes how to change the tractor unit position.

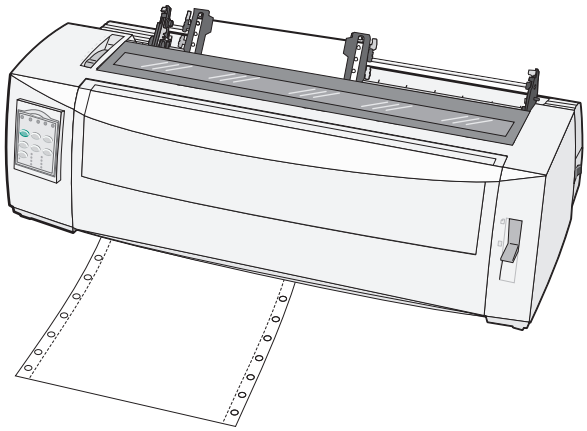
Push tractor position

The printer comes with the tractor unit installed in the push tractor position, at the front of the printer. Using the front push tractor is the most convenient way to load continuous forms, and allows you to use the Tear Off feature of the printer.



Pull tractor position

The front tractor unit can be removed and installed at the top of the printer. It then functions as a pull tractor and supports front and bottom paper loading.

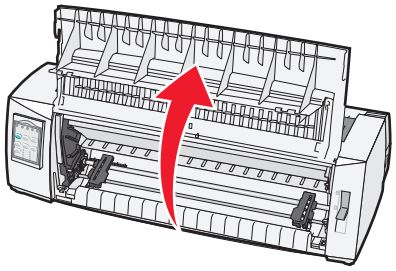


Converting the push tractor to pull tractor position

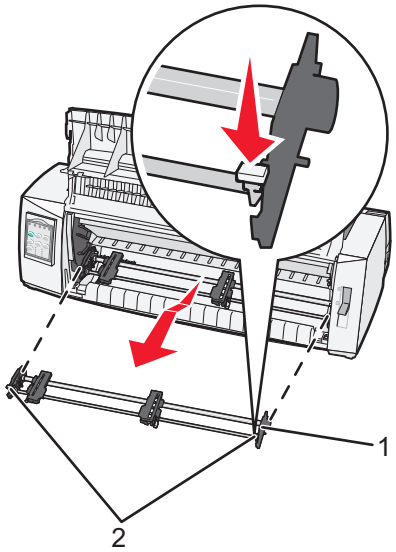
1 Make sure the printer is off.

2 Make sure paper is not loaded in the printer.

3 Pull the front cover up and out of the way.



4 Hold down the latching levers while you lift and pull the tractor unit out of the printer.

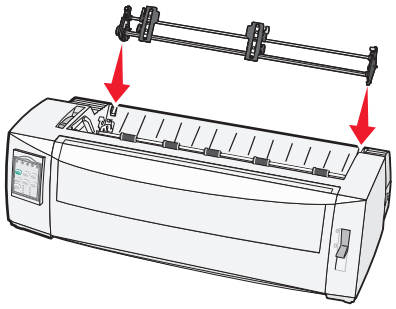


1	Tractor unit
2	Latching levers

5 Remove the ribbon access cover.

6 Turn the tractor unit around so that the latching levers are upright, facing you.

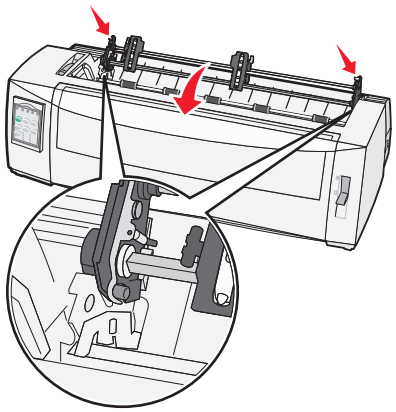
7 Place the tractor against the back slant of the printer along the tractor guides.



8 To slide the tractor feeder into the printer:

a Hold down the latching levers and gently push the tractor feeder into the printer until it stops.

b Continue holding down the latching levers, and tilt the tractor feeder toward the front of the printer until the hooks at the end of the latching levers fit around the posts on the printer frame.



c Release the latching levers.

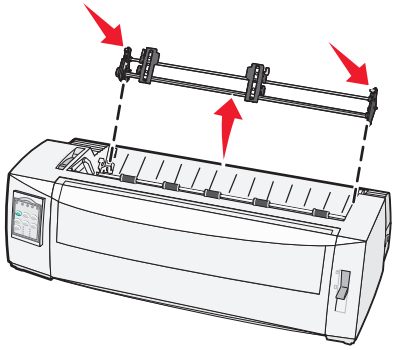
Note: The tractor unit fits into place at a 40° angle.

Converting the pull tractor to push tractor position

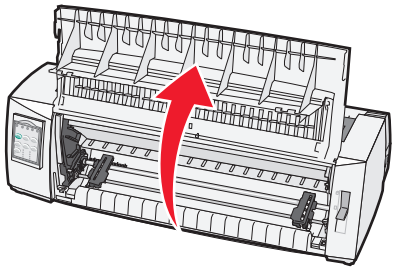
1 Make sure the printer is off.

2 Make sure paper is not loaded in the printer.

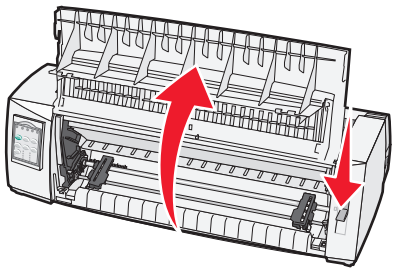
3 Hold down the latching levers while you lift and pull the tractor unit out of the printer.



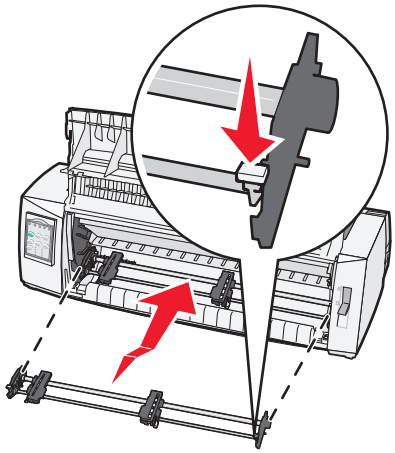
4 Pull the front cover up and out of the way.



5 Make sure the paper select lever is set to the position.



6 While holding down the latching levers, fit the left and right locks onto the posts in the printer.



7 Release the latching levers.

8 Close the front cover.

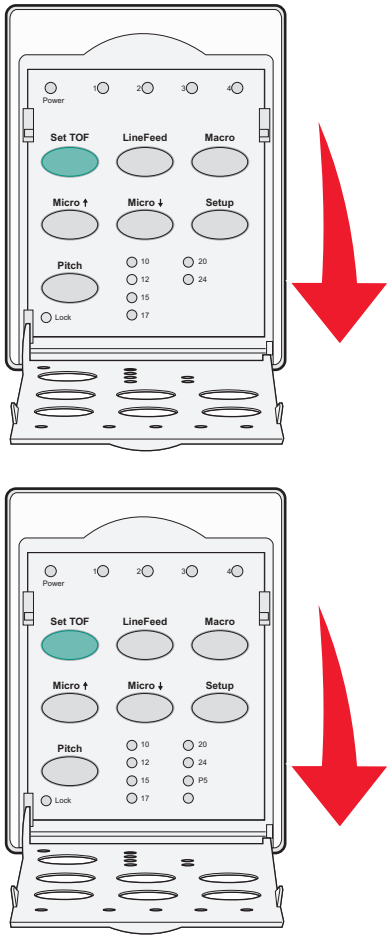
Understanding Setup mode and menu options

The printer is preset at the factory for font, pitch, form length, and other settings. These are called factory default settings. This chapter describes how to change the factory default settings, how to set up macros, and how to set form length.

Using Setup mode

Note: Make sure continuous forms are loaded in the printer when using Setup mode.

1 Open the control panel to access layer 2.



2 Press **Setup** to put the printer in Setup mode and print the Main menu.

3 Press **LineFeed** to print a list of available options you can change.

To Select	Press
Exit and Save Setup	Set TOF
Print All	LineFeed
Forms Macro Options	Macro

To Select	Press
Data Options	Micro ↑
Control Options	Micro ↓
Emulation Options	Setup
Interface Options	Pitch

4 Select any option from the Main menu by pressing the corresponding button.

Note: A new menu will print each time you press a button, displaying the new selection.

5 After you make all your selections, the printer will print a page with your changes reflected.

6 Press **Set TOF** until the printer returns to the Main menu, or press **Pitch** from any menu containing a **Return to Main menu** selection.

7 Press **Set TOF** again to exit Setup mode.

New settings are saved only when the printer exits Setup mode.

Note: If the printer runs out of paper while you are using Setup mode, load more paper into the Tractor pins, and then press **Setup** to continue.

Changing menu settings (an example)

Note: Make sure continuous forms are loaded in the printer when using Setup mode.

The following is an example of how to change the Menu Language setting.

1 With the printer in Setup mode, press **Micro ↓** to print the Control Options menu.

2 Press **Pitch** to print more Control Options.

Control Options	Current	Press
Return to Main menu	Off	Set TOF
Uni-Dir Printing	On	LineFeed
Auto Ready Cut Sheet	Enabled	Macro
Paper Out Alarm	Enabled	Micro ↑
Bi-Di alignment		Micro ↓
Demo Print		Setup
(More)		Pitch

3 To change the Menu Language, press **Macro**.

Control Options	Current	Press
Return to Main menu	English	Set TOF
Return to previous page	Enabled	LineFeed
Menu Language		Macro
TOF Read		Micro ↑

Control Options	Current	Press
Quiet		Micro ↓

4 Press the button that corresponds to the language you want, or press **Setup** to print more Menu Language options.

5 For this example, press **Macro** to select French.

Menu Language	
To Select	**Press**
No Change	Set TOF
English	LineFeed
French	Macro
German	Micro ↑
Italian	Micro ↓
(More)	Setup
Return to Main menu	Pitch

Printer menus now print in French.

6 Press **Pitch** to return to the Main menu or press **Set TOF** (No Change) to go back one menu and change another setting.

7 If you return to the Main menu, press **Set TOF** to exit Setup mode and save the new setting.

Notes:

- New settings are saved only when the printer exits Setup mode.
- If the printer runs out of paper while you are using Setup mode, load more paper into the Tractor pins, and then press **Setup** to continue.

Main Menu options

Main menu options

Note: Use Setup mode to configure the printer according to your needs. To print a list of all default settings, press **LineFeed** from the Main menu.

The following list items will appear at the top of the Main menu page:

Forms Macro Options

Forms Macro Options customizes macros to print a variety of forms.

Data Options

Data Options defines how information sent to the printer is processed.

Control Options

Control Options define how the printer performs many basic tasks.

Emulation Options

Emulation Options determine how the printer interacts with the program.

Interface Options

Interface Options define how information is transferred from the computer to the printer.

Forms Macro options

Note: Use Setup mode to configure the printer according to your needs. To print a list of all default settings, press **LineFeed** from the Main menu.

The following list items outline and explain the Forms Macro functions and settings you can use with the printer:

Default Macro

Default Macro lets you select the macro default you want when the printer is powered on. Select Disabled if you do not want to use a macro as the default.

Note: Enabled is the factory default setting.

Character options

Use the following options to select character option changes, as detailed:

- **Default Font**—Select the font you want from the available fonts listed.
- **Font Lock**—Select Yes to set Font Lock as the default even after the printer has been turned off and back on.
- **Default Pitch**—Select the pitch you want as the default from the available pitches listed.

  Note: Not all pitches are available in all fonts.
- **Pitch Lock**—Select Yes to set Pitch Lock as the default even after the printer has been turned off and back on.
- **Code Page**—Select one of the following code pages for different language sets: 437, 850, 858, 860, 861, 863, 865, 437G, 813, 851, 853T, 857, 869, 920, 1004, or 1053.

  Notes:

  - Eastern European, Baltic, and Middle Eastern language code page configurations can be selected by holding down specific key combinations when the printer is turned on. For more information, see the *Technical Reference* available on the Lexmark Web site at **www.lexmark.com**.
  - 437 is the factory default setting.
- **Character Set**—Select Character Set 1 or Character Set 2.

Note: Character Set 1 is the factory default setting for the US, and Character Set 2 is the factory default setting for the European Union.

Paper Handling Options

Use the following options to select paper handling option changes, as detailed:

- Auto Tear Off
  - **On**—Continuous forms automatically advance to the Tear Off bar position.
  - **Off**—You can manually advance the perforation of a continuous form to the Tear Off bar position.

    Note: On is the factory default setting.
- Auto Cut Sheet Load
  - **On**—Cut sheet paper automatically loads to the current Top-Of-Form position.
  - **Off**—You must press **FormFeed** to load paper.

    Note: On is the factory default setting.
- Auto Sheet Feeder

  On—Automatically loads paper if the optional Auto Sheet Feeder is installed.

  Note: Off is the factory default setting.
- Form Length

  This option lets you set the form length (in lines per page) from one line to a maximum of 22 inches.
- Left Margin

  This option lets you set the left margin to any inch increment from 0” to 3”.
- Right Margin

  This option lets you set the right margin to any inch increment from 4” to 8”. If you have a wide carriage model, the maximum right margin is 13.6”.
- Lines Per Inch

  Lets you specify the number of text lines in an inch from 3 to 8.

  Note: 6 is the factory default setting.
- Eject by FF
  - **On**—Lets you eject loaded cut sheet paper by pressing **FormFeed**.

    Note: On is the factory default setting.

Data options

Note: Use Setup mode to configure the printer according to your needs. To print a list of all default settings, press **LineFeed** from the Main menu.

The following list items outline and explain the Data options and settings you can use with the printer:

Buffer

- **Minimum**—Sets the receive buffer size to zero
- **Maximum**—For 2580/2581 models, sets the receive buffer size to 64KB or 480KB, depending on whether *NLQ* II (Near Letter Quality) Download is enabled
- **Maximum**—For 2590/2591 models, sets the receive buffer size to 47.5KB or 480KB, depending on whether Download is enabled

  Note: Maximum is the factory default setting.

Auto LF

Requires a line feed to occur.

- **On**—A line feed is performed for each *Carrier Return* (CR) code received.
- **Off**—A line feed does not occur when a CR code is received.

Note: Off is the factory default setting.

Auto CR

Requires a CR to occur.

- **On**—A CR is performed for each line feed code received.
- **Off**—A CR does not occur when a line feed code is received.

Note: Off is the factory default setting.

Zero Slash

- **On**—The zero (0) prints with a slash down the middle.
- **Off**—The zero (0) prints without a slash down the middle.

Note: Off is the factory default setting.

Download to NLQ II (available for 2580/2581 models only)

- **Enabled**—Reserves a portion of the receive buffer for downloading fonts
- **Disabled**—Uses the entire buffer as a receive buffer

Note: Enabled is the factory default setting.

Download (available for 2590/2591 models only)

- **Enabled**—Reserves a portion of the receive buffer for downloading fonts
- **Disabled**—Uses the entire buffer as a receive buffer

Note: Enabled is the factory default setting.

Code Page Sub.

- **Enabled**—Substitutes code page 858 for 850 to allow older programs access to the European characters
- **Disabled**—No code page substitution

Note: Disabled is the factory default setting.

Control options

Note: Use Setup mode to configure the printer according to your needs. To print a list of all default settings, press **LineFeed** from the Main menu.

The following list items outline and explain the Control options and settings you can use with the printer:

Uni-Dir Printing

- **On**—The printer prints unidirectionally by line (in NLQ mode).
- **Off**—The printer prints one line and a return line of print bidirectionally. Proportional Spacing is an exception; when this pitch is selected, the printer still prints unidirectionally.

  Note: Off is the factory default setting.

Auto Ready Cut Sheet

Customizes how the printer goes to the Ready state after a cut sheet is loaded.

- **On**—The printer automatically goes to the Ready state after a cut sheet is loaded.
- **Off**—The printer remains offline after a cut sheet is loaded. Press **Start/Stop** to return the printer to the Ready state.

  Note: On is the factory default setting.

Paper Out Alarm

- **Enabled**—An alarm sounds when the printer runs out of paper.
- **Disabled**—No alarm sounds when the printer runs out of paper.

  Note: Enabled is the factory default setting.

Demo Print

- **Enabled**—Prints a Demo page
- **Disabled**—Does not print a Demo page

  Note: Enabled is the factory default setting.

Menu Language

Select the language you want the menus to print in. Available languages are: English, French, German, Italian, Spanish, and Brazilian Portuguese.

Note: English is the factory default setting.

TOF Read

- **Enabled**—Verifies the Top-Of-Form before printing begins on continuous forms
- **Disabled**—Does not verify the Top-Of-Form before printing on continuous forms

  Note: Enabled is the factory default setting.

Quiet

- **Enabled**—The printer prints at a quieter noise level.
- **Disabled**—The printer prints at the normal noise level.

  Note: Disabled is the factory default setting.

Note: Printing speed slows in Quiet mode.

Emulation options

Note: Enter Setup mode to configure the printer according to your needs. For more information, see "Using Setup mode" on page 37. To print a list of all default settings, press **LineFeed** from the Main menu.

Make Emulation option selections from IBM (the factory default setting), Epson, or OKI mode. For more information regarding data stream changes, see the *Technical Reference* available on the Lexmark Web site at **www.lexmark.com/publications**.

IBM mode

Proprinter III, available only on 2580/2581 printers, enables compatibility with the Proprinter III.

- **On**—The printer emulates a Proprinter III.
- **Off**—The printer operates with added capabilities.

AGM, available only on 2590/2591 models, lets you use the high-resolution 24-wire graphics commands. These commands are similar to those used with the Epson LQ570/LQ 1070.

- **On**—Graphics commands are available.
- **Off**—Graphics commands are not available.

  Note: Off is the factory default setting.

Epson mode

- Table Select lets you select Italic Character Table or Epson Extended Graphic Character Table.

  Note: Graphics is the factory default setting.

- Int'l Char Set lets you select the character set associated with the language you want to print in.

  Supported international character sets for Epson mode are: USA, France, Germany, U.K., Denmark, Sweden, Italy, and Spain I.

  The following character sets are also supported, but only through host commands used by Epson FX850/FX 1050: Japan, Norway, Denmark II, Korea (2580/2581 models only), Spain II, Latin America, and Legal.

  Note: USA is the factory default setting.

OKI mode

OKI mode lets you select from the following functions:

- 7 or 8 Bit Graphics
- Paper Out Override
- Reset Inhibit
- Print Suppress Effective
- Print DEL Code

Interface options

Note: Use Setup mode to configure the printer according to your needs. To print a list of all default settings, press **LineFeed** from the Main menu.

The following list items outline and explain the Interface options and settings you can use with the printer:

Interface Selection

Unless turned off, the Auto setting automatically selects the printer interface from the available connection cables.

The following connection cables are available: parallel cable, USB cable, serial cable (only available when an optional serial interface is installed), and network cable (only available on network models).

Note: Auto is the factory default setting.

Honor Init.

- **Enabled**—Honors the initialization signal on the parallel port
- **Disabled**—Ignores the initialization signal on the parallel port

  Note: Enabled is the factory default setting.

Maintaining the printer

Periodically, certain tasks are required to maintain optimum print quality.

Ordering supplies

Use the listed part numbers to order printer supply items you will need.

Supply item	Part number
Parallel cable	• 1329605 (10-foot cable) • 1427498 (20-foot cable)
USB cable	12A2405
Serial adapter and cable	12T0154 (Serial Interface option) 1038693 (50-foot cable)
Printer ribbon	• 11A3540 (2400/2500 series standard re-inking ribbon) • 11A3550 (2500 series high yield re-inking ribbon) **Note:** Printer ribbons can be ordered from the Lexmark Web site at www.lexmark.com.

Removing the ribbon cartridge

1. Turn the printer off.
2. Lift the left and right release latches on the ribbon access cover to remove it.
3. Place the ribbon access cover on a flat surface.
4. Set the forms thickness lever to position 7.
5. Squeeze the left and right latches on the ribbon cartridge to lift it out of the printer.

Cleaning the printer

Preparing the printer for cleaning

1. Turn the printer off.
2. Unplug the power cord from the wall outlet.

   CAUTION—HOT SURFACE: The printhead may be hot. If so, allow it to cool before touching.
3. Squeeze the left and right latches on the ribbon cartridge, and then lift it out of the printer.

Cleaning the inside of the printer

Every few months, use a soft brush and a vacuum to remove dust, ribbon lint, and pieces of paper from the printer. Vacuum any dust from around the printhead and from inside the printer.

Cleaning the outside of the printer

Clean the outside of the printer with a damp cloth and mild soap. Do not use spray or chemical cleaners anywhere on your printer. Do not use liquids or spray near the air vents. For stubborn ink stains on the outside of the printer, use a commercial mechanic's hand cleaner.

Recycling Lexmark products

To return Lexmark products to Lexmark for recycling:

1. Visit our Web site at **www.lexmark.com/recycle**.
2. Find the product type you want to recycle, and then select your country from the list.
3. Follow the instructions on the computer screen.