



# My MFP

## Administrator's Guide

**February 2011**

**[www.lexmark.com](http://www.lexmark.com)**

---

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

© 2011 Lexmark International, Inc.

All rights reserved.

740 West New Circle Road  
Lexington, Kentucky 40550

## **Edition notice**

February 2011

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

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

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

For Lexmark technical support, visit [support.lexmark.com](http://support.lexmark.com).

For information on supplies and downloads, visit [www.lexmark.com](http://www.lexmark.com).

If you don't have access to the Internet, you can contact Lexmark by mail:

Lexmark International, Inc.  
Bldg 004-2/CSC  
740 New Circle Road NW  
Lexington, KY 40550  
USA

© 2011 Lexmark International, Inc.

All rights reserved.

## **Trademarks**

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

All other trademarks are the property of their respective owners.

## **UNITED STATES GOVERNMENT RIGHTS**

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

# Contents

<b>Edition notice.....</b>	<b>2</b>
<b>Overview.....</b>	<b>5</b>
<b>Configuring the application.....</b>	<b>6</b>
Configuring My MFP.....	6
Using My MFP Setup Wizard .....	6
Enabling My MFP Setup Wizard to launch automatically .....	6
Customizing My MFP settings.....	7
<b>Using the application.....</b>	<b>8</b>
Using My MFP.....	8
Deleting My MFP data from your USB drive.....	8
<b>Troubleshooting.....</b>	<b>9</b>
My MFP Troubleshooting.....	9
Error reading USB drive .....	9
Nothing happens when USB drive is inserted.....	9
I forgot the password to My MFP .....	9
<b>Notices.....</b>	<b>10</b>
<b>Index.....</b>	<b>13</b>



# Overview

*My MFP* is an embedded Java application installed as a flash file on multifunction printers (MFPs) that support the *Embedded Solutions Framework* (eSF). The application lets you customize your touch-screen settings and store those preferences on a flash drive. Each time you want to copy, fax, or scan, insert the flash drive into the USB port of the printer. All your personal preferences are automatically uploaded, including job settings, home screen preferences, and address book.

# Configuring the application

## Configuring My MFP

### Using My MFP Setup Wizard

- 1 Insert a flash drive into your printer USB port.

The contents of the drive appear on the display.

- 2 Touch **Back** to return to the home screen.

**Note:** To configure the My MFP Setup Wizard to launch automatically the first time you insert your flash drive, see “Enabling My MFP Setup Wizard to launch automatically” on page 6. If the setup wizard launches automatically, then skip to step 3.

- 3 From the home screen, touch **Run My MFP Setup Wizard**.

- 4 Select **Yes, setup my preferences**, and then touch **OK**.

**Note:** If you choose **No** at this step, then you will not be prompted to set up My MFP in the future when you insert the same flash drive into a printer. If you want to set up My MFP later, then you will need to manually delete all .mymfp files from the flash drive. For more information, see “Deleting My MFP data from your USB drive” on page 8.

- 5 Enter your name, and then touch **OK**.

- 6 You can choose to enter an e-mail address for your profile, and then touch **OK**. Otherwise, touch **Skip**.

- 7 You can choose to enter a password, and then touch **OK**. Otherwise, touch **Skip**.

- 8 If necessary, enter the password again, and then touch **OK**.

### Enabling My MFP Setup Wizard to launch automatically

You can configure the My MFP Setup Wizard to launch automatically for every *first* time that a flash drive is inserted into the printer.

- 1 Type the printer IP address or host name in the address field of your Web browser.

If you do not know the IP address or host name of the printer, then you can:

- View the information on the printer control panel home screen, or in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or menu settings page, and then locate the information in the TCP/IP section.

- 2 Click **Settings** or **Configuration**.

- 3 Click **Device Solutions** > **Solutions (eSF)**, or click **Embedded Solutions**.

- 4 Click **My MFP** > **Configure** tab.

- 5 Select **Automatically show first-time wizard**, and then click **Apply**.

## Customizing My MFP settings

- 1 From the home screen, touch **My MFP Configuration**.
- 2 Touch the arrows to select which options to configure.

You can:

- Select home screen icons.
- Import an image as a home screen wallpaper.
- Import one or more address book files.

**Note:** The address book files must have been exported to your flash drive as *comma-separated values (CSV)* files from Windows Address Book, Lotus Notes, or Mozilla Thunderbird.

- Set preferences for Copy, Fax, E-mail, Scan to USB, and FTP functions.
- Edit your name.
- Password-protect your data.
- Add or edit your e-mail address.
- Remove the My MFP profile from your flash drive.

# Using the application

## Using My MFP

My MFP lets you use the printer with a personalized profile. Each time you insert your flash drive into the USB port of a printer that supports My MFP, your preferred settings are automatically loaded.

- 1 Insert your flash drive into the USB port.  
If you have set password-protect for your profile, then enter your password to continue.
- 2 Select the function you want to use.  
If individual functions such as print, copy, or fax are protected by a password or PIN, then you must enter the correct credentials to use those functions.
- 3 When you are finished, remove your flash drive from the printer.

## Deleting My MFP data from your USB drive

### Using the My MFP interface

- 1 Touch **My MFP Configuration**.
- 2 From the Welcome screen use the arrows to scroll through the list of options until you see Remove My MFP data from the drive.
- 3 Touch **Remove My MFP data from the drive**.
- 4 Select **Delete profile**, and touch **Save Setting** to clear your My MFP settings from your USB drive.

### Manually deleting the data

- 1 Insert your USB drive into a computer.
- 2 Locate all files beginning with .mymfp (they will be grouped together).
- 3 Delete all files beginning with .mymfp.

# Troubleshooting

## My MFP Troubleshooting

### Error reading USB drive

Some flash drives may not be compatible with the printer. At a minimum, the flash drive should:

- Be USB 2.0-compatible
- Support the Full Speed standard (low-speed devices will not work)
- Have a USB type “A” connector
- Support the FAT file system (NTFS file system not supported)

For a list of tested and approved flash drives, visit the Lexmark Web site at [www.lexmark.com](http://www.lexmark.com).

### Nothing happens when USB drive is inserted

If nothing happens within a few seconds after you insert your USB drive into the MFP, then use of USB drives may be disabled on the device. Contact your system support person for more information.

### I forgot the password to My MFP

If you forget the password for your My MFP profile, then you must delete the profile from your USB drive, insert the drive into an MFP, and then run the setup wizard again. To manually delete the My MFP profile from your USB drive:

- 1 Insert your USB drive into a computer.
- 2 Locate the .mymfp.preferences file, as well as any other files beginning with .mymfp (they will be grouped together).
- 3 Delete all files beginning with .mymfp.

# Notices

## LEXMARK SOFTWARE LICENSE AGREEMENT

PLEASE READ CAREFULLY BEFORE INSTALLING AND/OR USING THIS SOFTWARE: This Software License Agreement ("License Agreement") is a legal agreement between you (either an individual or a single entity) and Lexmark International, Inc. ("Lexmark") that, to the extent your Lexmark product or Software Program is not otherwise subject to a written software license agreement between you and Lexmark or its suppliers, governs your use of any Software Program installed on or provided by Lexmark for use in connection with your Lexmark product. The term "Software Program" includes machine-readable instructions, audio/visual content (such as images and recordings), and associated media, printed materials and electronic documentation.

BY USING AND/OR INSTALLING THIS SOFTWARE, YOU AGREE TO BE BOUND BY ALL THE TERMS AND CONDITIONS OF THIS LICENSE AGREEMENT. IF YOU DO NOT SO AGREE, DO NOT INSTALL, COPY, DOWNLOAD, OR OTHERWISE USE THE SOFTWARE PROGRAM. IF YOU DO NOT AGREE WITH THE TERMS OF THIS LICENSE AGREEMENT, PROMPTLY RETURN THE PRODUCT UNUSED AND REQUEST A REFUND OF THE AMOUNT YOU PAID. IF YOU ARE INSTALLING THIS SOFTWARE PROGRAM FOR USE BY OTHER PARTIES, YOU AGREE TO INFORM THE USERS THAT USE OF THE SOFTWARE PROGRAM INDICATES ACCEPTANCE OF THESE TERMS.

- 1 STATEMENT OF LIMITED WARRANTY.** Lexmark warrants that the media (e.g., diskette or compact disk) on which the Software Program (if any) is furnished is free from defects in materials and workmanship under normal use during the warranty period. The warranty period is ninety (90) days and commences on the date the Software Program is delivered to the original end-user. This limited warranty applies only to Software Program media purchased new from Lexmark or an Authorized Lexmark Reseller or Distributor. Lexmark will replace the Software Program should it be determined that the media does not conform to this limited warranty.
- 2 DISCLAIMER AND LIMITATION OF WARRANTIES.** EXCEPT AS PROVIDED IN THIS LICENSE AGREEMENT AND TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, LEXMARK AND ITS SUPPLIERS PROVIDE THE SOFTWARE PROGRAM "AS IS" AND HEREBY DISCLAIM ALL OTHER WARRANTIES AND CONDITIONS, EITHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, TITLE, NON-INFRINGEMENT, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND ABSENCE OF VIRUSES, ALL WITH REGARD TO THE SOFTWARE PROGRAM. This Agreement is to be read in conjunction with certain statutory provisions, as that may be in force from time to time, that imply warranties or conditions or impose obligations on Lexmark that cannot be excluded or modified. If any such provisions apply, then to the extent Lexmark is able, Lexmark hereby limits its liability for breach of those provisions to one of the following: replacement of the Software Program or reimbursement of the price paid for the Software Program.
- 3 LICENSE GRANT.** Lexmark grants you the following rights provided you comply with all terms and conditions of this License Agreement:
  - a Use.** You may Use one copy of the Software Program. The term "Use" means storing, loading, installing, executing, or displaying the Software Program. If Lexmark has licensed the Software Program to you for concurrent use, you must limit the number of authorized users to the number specified in your agreement with Lexmark. You may not separate the components of the Software Program for use on more than one computer. You agree that you will not Use the Software Program, in whole or in part, in any manner that has the effect of overriding, modifying, eliminating, obscuring, altering or de-emphasizing the visual appearance of any trademark, trade name, trade dress or intellectual property notice that appears on any computer display screens normally generated by, or as a result of, the Software Program.
  - b Copying.** You may make one (1) copy of the Software Program solely for purposes of backup, archiving, or installation, provided the copy contains all of the original Software Program's proprietary notices. You may not copy the Software Program to any public or distributed network.

- c** Reservation of Rights. The Software Program, including all fonts, is copyrighted and owned by Lexmark International, Inc. and/or its suppliers. Lexmark reserves all rights not expressly granted to you in this License Agreement.
- d** Freeware. Notwithstanding the terms and conditions of this License Agreement, all or any portion of the Software Program that constitutes software provided under public license by third parties ("Freeware") is licensed to you subject to the terms and conditions of the software license agreement accompanying such Freeware, whether in the form of a discrete agreement, shrink-wrap license, or electronic license terms at the time of download. Use of the Freeware by you shall be governed entirely by the terms and conditions of such license.
- 4** TRANSFER. You may transfer the Software Program to another end-user. Any transfer must include all software components, media, printed materials, and this License Agreement and you may not retain copies of the Software Program or components thereof. The transfer may not be an indirect transfer, such as a consignment. Prior to the transfer, the end-user receiving the transferred Software Program must agree to all these License Agreement terms. Upon transfer of the Software Program, your license is automatically terminated. You may not rent, sublicense, or assign the Software Program except to the extent provided in this License Agreement.
- 5** UPGRADES. To Use a Software Program identified as an upgrade, you must first be licensed to the original Software Program identified by Lexmark as eligible for the upgrade. After upgrading, you may no longer use the original Software Program that formed the basis for your upgrade eligibility.
- 6** LIMITATION ON REVERSE ENGINEERING. You may not alter, reverse engineer, reverse assemble, reverse compile or otherwise translate the Software Program, except as and to the extent expressly permitted to do so by applicable law for the purposes of inter-operability, error correction, and security testing. If you have such statutory rights, you will notify Lexmark in writing of any intended reverse engineering, reverse assembly, or reverse compilation. You may not decrypt the Software Program unless necessary for the legitimate Use of the Software Program.
- 7** ADDITIONAL SOFTWARE. This License Agreement applies to updates or supplements to the original Software Program provided by Lexmark unless Lexmark provides other terms along with the update or supplement.
- 8** LIMITATION OF REMEDIES. To the maximum extent permitted by applicable law, the entire liability of Lexmark, its suppliers, affiliates, and resellers, and your exclusive remedy shall be as follows: Lexmark will provide the express limited warranty described above. If Lexmark does not remedy defective media as warranted, you may terminate your license and your money will be refunded upon the return of all of your copies of the Software Program.
- 9** LIMITATION OF LIABILITY. To the maximum extent permitted by applicable law, for any claim arising out of Lexmark's limited warranty, or for any other claim whatsoever related to the subject matter of this Agreement, Lexmark's liability for all types of damages, regardless of the form of action or basis (including contract, breach, estoppel, negligence, misrepresentation, or tort), shall be limited to the greater of \$5,000 or the money paid to Lexmark or its authorized remarketers for the license hereunder for the Software Program that caused the damages or that is the subject matter of, or is directly related to, the cause of action.
- IN NO EVENT WILL LEXMARK, ITS SUPPLIERS, SUBSIDIARIES, OR RESELLERS BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT, EXEMPLARY, PUNITIVE, OR CONSEQUENTIAL DAMAGES (INCLUDING BUT NOT LIMITED TO LOST PROFITS OR REVENUES, LOST SAVINGS, INTERRUPTION OF USE OR ANY LOSS OF, INACCURACY IN, OR DAMAGE TO, DATA OR RECORDS, FOR CLAIMS OF THIRD PARTIES, OR DAMAGE TO REAL OR TANGIBLE PROPERTY, FOR LOSS OF PRIVACY ARISING OUT OR IN ANY WAY RELATED TO THE USE OF OR INABILITY TO USE THE SOFTWARE PROGRAM, OR OTHERWISE IN CONNECTION WITH ANY PROVISION OF THIS LICENCE AGREEMENT), REGARDLESS OF THE NATURE OF THE CLAIM, INCLUDING BUT NOT LIMITED TO BREACH OF WARRANTY OR CONTRACT, TORT (INCLUDING NEGLIGENCE OR STRICT LIABILITY), AND EVEN IF LEXMARK, OR ITS SUPPLIERS, AFFILIATES, OR REMARKETERS HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, OR FOR ANY CLAIM BY YOU BASED ON A THIRD-PARTY CLAIM, EXCEPT TO THE EXTENT THIS EXCLUSION OF DAMAGES IS DETERMINED LEGALLY INVALID. THE FOREGOING LIMITATIONS APPLY EVEN IF THE ABOVE-STATED REMEDIES FAIL OF THEIR ESSENTIAL PURPOSE.
- 10** TERM. This License Agreement is effective unless terminated or rejected. You may reject or terminate this license at any time by destroying all copies of the Software Program, together with all modifications, documentation, and merged portions in any form, or as otherwise described herein. Lexmark may terminate your license upon notice if you fail to comply with any of the terms of this License Agreement. Upon such termination, you agree to destroy

all copies of the Software Program together with all modifications, documentation, and merged portions in any form.

- 11 TAXES.** You agree that you are responsible for payment of any taxes including, without limitation, any goods and services and personal property taxes, resulting from this Agreement or your Use of the Software Program.
- 12 LIMITATION ON ACTIONS.** No action, regardless of form, arising out of this Agreement may be brought by either party more than two years after the cause of action has arisen, except as provided under applicable law.
- 13 APPLICABLE LAW.** This Agreement is governed non-exclusively by the laws of the country in which you acquired the Software Program (or, if that country has a federal system of government, then this Agreement will be governed by the laws of the political subdivision in which you acquired the Software). If you acquired the Software in the United States, the laws of the Commonwealth of Kentucky shall govern. No choice of law rules in any jurisdiction will apply.
- 14 UNITED STATES GOVERNMENT RESTRICTED RIGHTS.** The Software has been developed entirely at private expense and is provided with RESTRICTED RIGHTS. Use, duplication and disclosure by the Government is subject to restrictions as set forth in subparagraph (c) (1) (ii) of the Rights in Technical Data and Computer Software clause at DFARS 252.227-7013 and in similar FAR provisions (or any equivalent agency regulation or contract clause).
- 15 CONSENT TO USE OF DATA.** You agree that Lexmark, its affiliates, and agents may collect and use information you provide in relation to support services performed with respect to the Software Program and requested by you. Lexmark agrees not to use this information in a form that personally identifies you except to the extent necessary to provide such services.
- 16 EXPORT RESTRICTIONS.** You may not (a) acquire, ship, transfer, or reexport, directly or indirectly, the Software Program or any direct product therefrom, in violation of any applicable export laws or (b) permit the Software Program to be used for any purpose prohibited by such export laws, including, without limitation, nuclear, chemical, or biological weapons proliferation.
- 17 CAPACITY AND AUTHORITY TO CONTRACT.** You represent that you are of the legal age of majority in the place you sign this License Agreement and, if applicable, you are duly authorized by your employer or principal to enter into this contract.
- 18 ENTIRE AGREEMENT.** This License Agreement (including any addendum or amendment to this License Agreement that is included with the Software Program) is the entire agreement between you and Lexmark relating to the Software Program. Except as otherwise provided for herein, these terms and conditions supersede all prior or contemporaneous oral or written communications, proposals, and representations with respect to the Software Program or any other subject matter covered by this License Agreement (except to the extent such extraneous terms do not conflict with the terms of this License Agreement, any other written agreement signed by you and Lexmark relating to your Use of the Software Program). To the extent any Lexmark policies or programs for support services conflict with the terms of this License Agreement, the terms of this License Agreement shall control.

# Index

## C

customizing My MFP settings 7

## D

delete profile, My MFP 8

## E

enabling My MFP Setup Wizard to launch automatically 6

## H

how to use My MFP 8

## M

My MFP

deleting your profile 8

enabling Setup Wizard to launch automatically 6

setting up 6

troubleshooting, forgot password 9

using 8

My MFP settings

customizing 7

My MFP Setup Wizard

automatically launch, enabling 6  
using 6

## N

notices 2

## O

overview 5

## P

preferences, My MFP

deleting your profile 8

## S

setting up My MFP 6

settings, My MFP

deleting your profile 8

## T

troubleshooting

error reading USB drive 9

forgot My MFP password 9

nothing happens when USB drive is inserted 9

## U

usb drive

error reading 9

nothing happens when inserted 9

using My MFP 8