LEXMARK™

X746x, X748x

User's Guide

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Safety information

Connect the power cord directly to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.

CAUTION—POTENTIAL INJURY: Do not use this product with extension cords, multioutlet power strips, multioutlet extenders, or other types of surge or UPS devices. The power rating capacity of these types of accessories can be easily overloaded by a laser printer and may result in poor printer performance, property damage, or potential fire.

Do not place or use this product near water or wet locations.

CAUTION—POTENTIAL INJURY: This product uses a laser. Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous radiation exposure.

This product uses a printing process that heats the print media, and the heat may cause the media to release emissions. You must understand the section in your operating instructions that discusses the guidelines for selecting print media to avoid the possibility of harmful emissions.

CAUTION—HOT SURFACE: The fuser and the inside of the printer near the fuser may be hot. To reduce the risk of injury from a hot component, allow the surface to cool before removing paper from this area.

CAUTION—HOT SURFACE: The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

CAUTION—POTENTIAL INJURY: The lithium battery in this product is not intended to be replaced. There is a danger of explosion if a lithium battery is incorrectly replaced. Do not recharge, disassemble, or incinerate a lithium battery. Discard used lithium batteries according to the manufacturer's instructions and local regulations.

CAUTION—POTENTIAL INJURY: The printer weight is greater than 18 kg (40 lb) and requires two or more trained personnel to lift it safely.

CAUTION—POTENTIAL INJURY: Before moving the printer, follow these guidelines to avoid personal injury or printer damage:

- Turn the printer off using the power switch, and then unplug the power cord from the wall outlet.
- Disconnect all cords and cables from the printer before moving it.
- Use the handholds located on both sides and rear of the printer to lift it.
- Make sure your fingers are not under the printer when you set it down.
- Before setting up the printer, make sure there is adequate clearance around it.
- Lift the printer off the optional drawer, and set it aside instead of trying to lift the drawer and printer at the same time.

Use only the power cord provided with this product or the manufacturer's authorized replacement.

CAUTION—POTENTIAL INJURY: To reduce risk of fire, use only the telecommunications (RJ-11) cord provided with this product or a UL Listed 26 AWG or larger replacement when connecting this product to the public switched telephone network.

CAUTION—SHOCK HAZARD: Make sure that all external connections (such as Ethernet and telephone system connections) are properly installed in their marked plug-in ports.

This product is designed, tested, and approved to meet strict global safety standards with the use of specific manufacturer's components. The safety features of some parts may not always be obvious. The manufacturer is not responsible for the use of other replacement parts.

CAUTION—POTENTIAL INJURY: Do not cut, twist, bind, crush, or place heavy objects on the power cord. Do not subject the power cord to abrasion or stress. Do not pinch the power cord between objects such as furniture and walls. If any of these things happen, a risk of fire or electrical shock results. Inspect the power cord regularly for signs of such problems. Remove the power cord from the electrical outlet before inspecting it.

Refer service or repairs, other than those described in the user documentation, to a service representative.

CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock when cleaning the interior or exterior of the printer, unplug the power cord from the electrical outlet and disconnect all cables to the printer before proceeding.

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

CAUTION—TIPPING HAZARD: Floor-mounted configurations require additional furniture for stability. You must use either a printer stand or printer base if you are using multiple input options. If you purchased a multifunction printer (MFP) that scans, copies, and faxes, then you may need additional furniture. For more information, see **www.lexmark.com/multifunctionprinters**.

CAUTION—SHOCK HAZARD: If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

CAUTION—POTENTIAL INJURY: To reduce the risk of equipment instability, load each tray separately. Keep all other trays closed until needed.

SAVE THESE INSTRUCTIONS.

Learning about the printer

Finding information about the printer

What are you looking for?	Find it here
Initial setup instructions: • Connecting the printer • Installing the printer software	Setup documentation—The setup documentation came with the printer and is also available at **http://support.lexmark.com**.
Additional setup and instructions for using the printer: • Selecting and storing paper and specialty media • Loading paper • Configuring printer settings • Viewing and printing documents and photos • Setting up and using the printer software • Configuring the printer on a network • Caring for and maintaining the printer • Troubleshooting and solving problems	*User's Guide* and *Quick Reference Guide*—The guides are available at **http://support.lexmark.com**. **Note:** These guides are also available in other languages.
Information on setting up and configuring the accessibility features of your printer	*Lexmark Accessibility Guide*—This guide is available at **http://support.lexmark.com**.
Help using the printer software	Windows or Mac Help—Open a printer software program or application, and then click **Help**. Click **?** to view context-sensitive information. **Notes:** • Help is automatically installed with the printer software. • The printer software is located in the printer program folder or on the desktop, depending on your operating system.

What are you looking for?	Find it here
The latest supplemental information, updates, and customer support: • Documentation • Driver downloads • Live chat support • E-mail support • Voice support	Lexmark support Web site— **http://support.lexmark.com** **Note:** Select your country or region, and then select your product to view the appropriate support site. Support telephone numbers and hours of operation for your country or region can be found on the support Web site or on the printed warranty that came with your printer. Record the following information (located on the store receipt and at the back of the printer), and have it ready when you contact customer support so that they may serve you faster: • Machine Type number • Serial number • Date purchased • Store where purchased
Warranty information	Warranty information varies by country or region: • **In the U.S.**—See the Statement of Limited Warranty included with this printer, or go to **http://support.lexmark.com**. • **In other countries and regions**—See the printed warranty that came with this printer.

Selecting a location for the printer

⚠️ **CAUTION—POTENTIAL INJURY:** The printer weight is greater than 18 kg (40 lb) and requires two or more trained personnel to lift it safely.

When selecting a location for the printer, leave enough room to open trays, covers, and doors. If you plan to install any options, then leave enough room for them also. It is important to:

- Set up the printer near a properly grounded and easily accessible electrical outlet.
- Make sure airflow in the room meets the latest revision of the ASHRAE 62 standard or the CEN Technical Committee 156 standard.
- Provide a flat, sturdy, and stable surface.
- Keep the printer:
  - Clean, dry, and free of dust.
  - Away from stray staples and paper clips.
  - Away from the direct airflow of air conditioners, heaters, or ventilators.
  - Free from direct sunlight and humidity extremes.
- Observe the recommended temperatures and avoid fluctuations:

Ambient temperature	15.6-32.2°C (60-90°F)
Storage temperature	-40° to 40°C (-40 to 104°F)

- Allow the following recommended amount of space around the printer for proper ventilation:
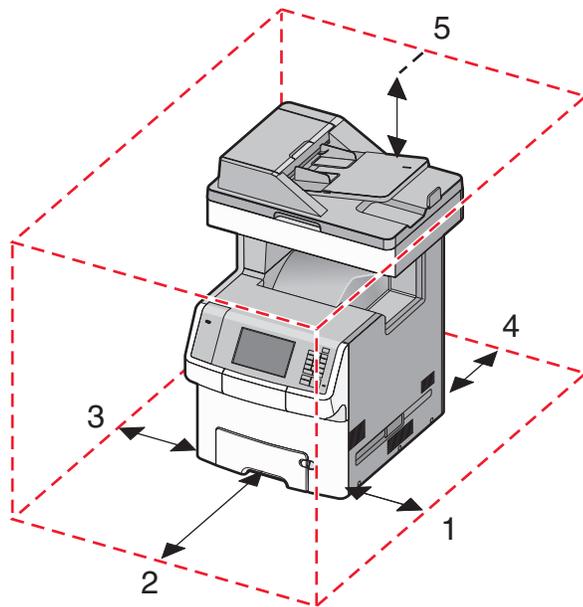
1	Right side	100 mm (3.9 in.)
2	Front	482.6 mm (19.5 in.)
3	Left side	100 mm (3.9 in.)
4	Rear	100 mm (3.9 in.)
5	Top	393.7 mm (15.5 in.)

Printer configurations

CAUTION—TIPPING HAZARD: Floor-mounted configurations require additional furniture for stability. You must use either a printer stand or printer base if you are using a high-capacity input tray, a duplex unit and an input option, or more than one input option. If you purchased a multifunction printer (MFP) that scans, copies, and faxes, you may need additional furniture. For more information, see **www.lexmark.com/multifunctionprinters**.

You can configure your basic printer by adding up to four 550‑sheet optional drawers and a 2000‑sheet high-capacity feeder. A caster base and a spacer are supported in any configurations.

Spacers are nonfunctional trays that can be used to add height to a printer stack. Spacers must be:

- Placed directly on a caster base or table top.
- Placed at the bottom of all tray stacks, and cannot be used with an optional 2000‑sheet high-capacity drawer.

  For information on installing the spacers, see the instruction sheet that came with the hardware.
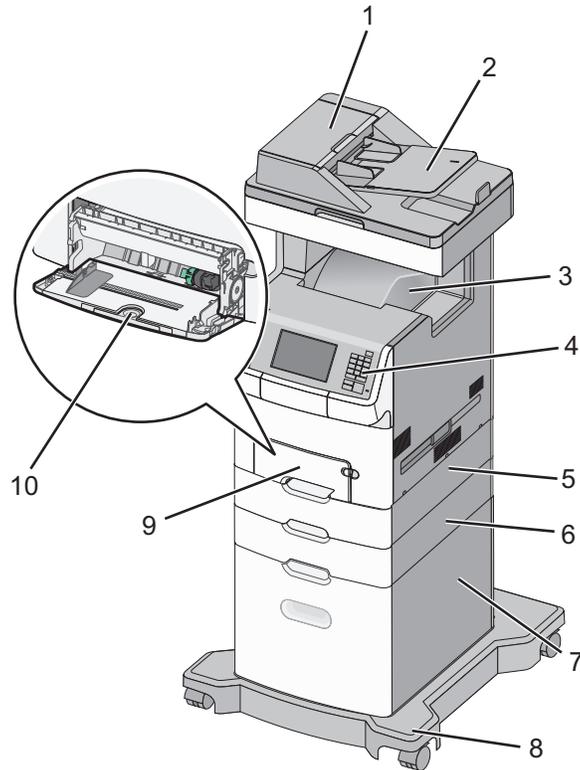
1	Automatic document feeder (ADF)
2	ADF tray
3	Standard bin
4	Printer control panel
5	Optional 550‑sheet drawer **Note:** This drawer is standard on the X748dte model.
6	Optional 550‑sheet drawer
7	Optional 2000‑sheet high capacity feeder
8	Caster base
9	Standard 550‑sheet drawer
10	Multipurpose feeder

Understanding the ADF and scanner glass

Automatic Document Feeder (ADF)	Scanner glass
Use the ADF for multiple-page documents.	Use the scanner glass for single pages, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings).

You can use the ADF or the scanner glass to scan documents.

Using the ADF

The Automatic Document Feeder (ADF) can scan multiple pages, including duplex pages. When using the ADF:

- Load the document into the ADF faceup, short edge first.
- Load up to 50 sheets of plain paper in the ADF input tray.
- Scan sizes from 148 x 210 mm (5.8 x 8.3 in.) to 215.9 x 355.6 mm (8.5 x 14 in.).
- Scan documents with mixed page sizes (letter and legal).
- Scan media weights from 52 to 120 g/m^2 (14 to 32 lb).
- Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

Using the scanner glass

The scanner glass can be used to scan or copy single pages or book pages. When using the scanner glass:

- Place a document facedown on the scanner glass in the upper left corner.
- Scan or copy documents up to 215.9 x 355.6 mm (8.5 x 14 in.).
- Copy books up to 25.4 mm (1 in.) thick.

Using the printer control panel

	Use the	To
1	Display	View printing, e-mailing, copying, and faxing options, as well as status and error messages.

2	Sleep button	Enable Sleep Mode or Hibernate Mode.
		
		The following are the statuses of the indicator light and the Sleep button:
		
		• Entering or waking from Sleep mode
		  – The indicator light is illuminated solid green.
		  – The Sleep button is illuminated.
		• Operating in Sleep mode
		  – The indicator light is illuminated solid green.
		  – The Sleep button is illuminated solid amber.
		• Entering or waking from Hibernate mode
		  – The indicator light is unilluminated.
		  – The Sleep button is blinking amber for 0.10 of a second, then goes completely unilluminated for 1.9 seconds in pulsing pattern.
		• Operating in Hibernate mode
		  – The indicator light is unilluminated.
		  – The Sleep button is blinking amber for 0.10 of a second, then goes completely unilluminated for 1.9 seconds in pulsing pattern.
		
		The following actions wake the printer from Sleep mode:
		• Touching the screen or pressing any hard button
		• Opening an input tray, cover, or door
		• Loading paper into the automatic document feeder (ADF)
		• Opening the scanner glass cover or lid.
		• Sending a print job from the computer
		• Performing a power-on reset (POR) with the main power switch

3	Keypad	Enter numbers, letters, or symbols.

	Use the	To
4	Dial pause button	• Cause a two- or three-second dial pause in a fax number. In the Fax To field, a dial pause is represented by a comma (,). • Redial a fax number. **Notes:** • Pressing ⏸ outside of the Fax menu causes an error beep. • Pressing ⏸ from the home screen redials the most recent fax number.
5	Indicator light	• **Off**—The printer is off. • **Blinking green**—The printer is warming up, processing data, or printing. • **Solid green**—The printer is on, but idle. • **Blinking red**— Operator intervention is needed.
6	Start button	• Initiate the current job indicated on the display. • Start a copy job with the default settings. **Note:** Pressing the button while scanning has no effect.
7	Stop button	Stop all printer activity. **Note:** A list of options is displayed once **Stopped** appears on the display.
8	Home button	Return to the home screen. **Note:** Pressing the Home button from the home screen resets all workflow factory defaults.
9	Back button	• Delete the right-most digit of the value in the Copy Count field. The factory default value of 1 appears if the entire number is deleted by pressing ⬅ numerous times. • Delete the right-most digit of a number entered manually in the Fax Destination List field. You can also press ⬅ to delete an entire shortcut entry. When an entire line is deleted, another press of ⬅ causes the cursor to move up one line. • Delete the character to the left of the cursor in the E-mail Destination List field. If the character is in a shortcut, then the shortcut is deleted.
10	USB port	Connect a flash drive to the printer. **Note:** Only the front USB port supports flash drives.

Understanding the home screen

Understanding the home screen

When the printer is turned on, the display shows a basic screen, referred to as the home screen. Touch the home screen buttons and icons to initiate an action such as copying, faxing, or scanning; to open the menu screen; or to respond to messages.

Note: Your home screen, icons, and buttons may vary depending on your home screen customization settings, administrative setup, and active embedded solutions.

Touch	To
Copy	Access the Copy menus and make copies.
E-mail	Access the E-mail menus and send e-mails.
Fax	Access the Fax menus and send fax.
☰	Access the printer menus. **Note:** These menus are available only when the printer is in the Ready state.
FTP	Access the File Transfer Protocol (FTP) menus and scan documents directly to an FTP server.
Status message bar	• Show the current printer status such as `Ready` or `Busy`. • Show printer conditions such as `Toner Low` or `Cartridge Low`. • Show intervention messages so the printer can continue processing.
Status/Supplies	• Display a warning or error message whenever the printer requires intervention to continue processing. • Access the messages screen for more information on the message, and how to clear it.
USB or USB Thumbdrive	View, select, print, scan, or e-mail photos and documents from a flash drive. **Note:** This button appears only when you return to the home screen while a memory card or flash drive is connected to the printer.
Bookmarks	Create, organize, and save a set of bookmarks (URL) into a tree view of folders and file links. **Note:** The tree view supports only bookmarks created from this function, and not from any other application.
Held Jobs	Display all current held jobs.

Other buttons that may appear on the home screen:

Touch	To
Search held jobs	Search on any of the following items: • User name for held or confidential print jobs • Job names for held jobs, excluding confidential print jobs • Profile names • Bookmark container or print job names • USB container or print job names for supported file types
Release Held Fax	Access the list of held faxes. **Note:** This button appears only when there are held faxes with a scheduled hold time previously set.
Lock Device	Open a password entry screen. Enter the correct password to lock the printer control panel. **Note:** This button appears only when the printer is unlocked and password has been set.
Unlock Device	Open a password entry screen. Enter the correct password to unlock the printer control panel. **Note:** This button appears only when the printer is locked. The printer control panel buttons and shortcuts cannot be used while this appears.
Cancel Jobs	Open the Cancel Jobs screen. The Cancel Jobs screen shows three headings: Print, Fax, and Network. The following options are available under the Print, Fax, and Network headings: • Print job • Copy job • Fax profile • FTP • E-mail send Each heading has a list of jobs shown in a column under it which can show only three jobs per screen. If more than three jobs exist in a column, then an arrow appears enabling you to scroll through the jobs.
Change Language	Launch the Change Language pop-up window that lets you change the primary language of the printer.

Features

Feature	Description
Menu trail line Sample: <u>Menus</u> > <u>Settings</u> > <u>Copy Settings</u> > Number of Copies	A menu trail line is located at the top of each menu screen. This feature shows the path taken to arrive at the current menu. Touch any of the underlined words to return to that menu. Number of Copies is not underlined since this is the current screen. If you touch an underlined word on the Number of Copies screen before the Number of Copies is set and saved, then the selection is not saved, and it does not become the default setting.
Attendance message alert 	If an attendance message affects a function, then this icon appears and the red indicator light blinks.
Warning 	If an error condition occurs, then this icon appears.
Printer IP address Sample: `123.123.123.123`	The IP address of your network printer is located at the top left corner of the home screen and appears as four sets of numbers separated by periods. You can use the IP address when accessing the Embedded Web Server so you can view and remotely configure printer settings even when you are not physically near the printer.

Using the touch-screen buttons

Note: Your home screen, icons, and buttons may vary depending on your home screen customization settings, administrative setup, and active embedded solutions.
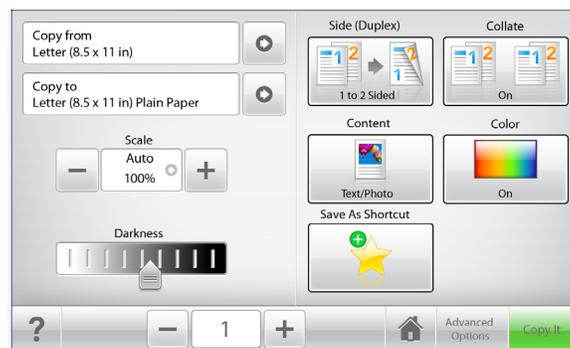
Touch	To
Copy It	Submit changes made in the copy settings and start the copy job.
Right arrow 	Scroll to the right.

Touch	To
Left arrow	Scroll to the left.
Home	Return to the home screen.
Right increase	Select a higher value.
Left decrease	Select a lower value.
Exit	Exit from the current screen.
Tips	Open a context-sensitive help dialog.

Other touch-screen buttons

Touch	To
Accept	Save a setting.
Cancel	• Cancel an action or a selection. • Exit a screen and return to the previous screen without saving changes.
Reset	Reset values on the screen.

Setting up and using the home screen applications

Notes:

- Your home screen may vary depending on your home screen customization settings, administrative setup, and active embedded applications.
- There may be additional solutions and applications available for purchase. For more information, go to **www.lexmark.com** or contact the place where you purchased the printer.

Accessing the Embedded Web Server

The Embedded Web Server is the printer Web page that lets you view and remotely configure printer settings even when you are not physically near the printer.

1 Obtain the printer IP address:

- From the printer control panel home screen
- From the **TCP/IP** section in the **Network/Ports** menu
- By printing a network setup page or menu settings page, and then finding the **TCP/IP** section

Note: An IP address appears as four sets of numbers separated by periods, such as `123.123.123.123`.

2 Open a Web browser, and then type the printer IP address in the address field.

The Embedded Web Server page appears.

Showing or hiding icons on the home screen

1 Open a Web browser, and then type the printer IP address in the address field.

Note: View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

2 Click **Settings** > **General Settings** > **Home screen customization**.

A list of basic printer functions appears.

3 Select the check boxes to specify which icons appear on the printer home screen.

Note: Cleared check box items are hidden.

4 Click **Submit**.

The selected icons appear on the home screen. For information about each of these icons, see .

Activating the home screen applications

Finding information about the home screen applications

Your printer comes with preinstalled home screen applications. Before you can use these applications, you must first activate and set up these applications using the Embedded Web Server. For more information on accessing the Embedded Web Server, see "Accessing the Embedded Web Server" on page 19.

For more information on configuring and using the home screen applications, do the following:

1 Go to **http://support.lexmark.com**.

2 Click **Software Solutions**, and then select either of the following:

- **Scan to Network**—This lets you find information about the Scan to Network application.
- **Other Applications**—This lets you find information about the other applications.

3 Click the **Manuals** tab, and then select the document for the home screen application.

Setting up Forms and Favorites

Icon	Description
	The application helps you simplify and streamline work processes by letting you quickly find and print frequently used online forms directly from the home screen. **Note:** The printer must have permission to access the network folder, FTP site, or Web site where the bookmark is stored. From the computer where the bookmark is stored, use sharing, security, and firewall settings to allow the printer at least a *read* access. For help, see the documentation that came with your operating system.

1 Open a Web browser, and then type the printer IP address in the address field.

   Note: View the printer IP address on the printer control panel home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

2 Click **Settings** > **Device Solutions** > **Solutions (eSF)** > **Forms and Favorites**.

3 Define the bookmarks, and then customize the settings.

4 Click **Apply**.

To use the application, touch **Forms and Favorites** on the printer home screen, and then navigate through form categories, or search for forms based on a form number, name, or description.

Setting up Scan to Network

Icon	Description
	The application lets you capture a digital image of a hard-copy document and route it to a shared network folder. You can define up to 30 unique folder destinations. **Notes:** • The printer must have permission to write to the destinations. From the computer where the destination is specified, use sharing, security, and firewall settings to allow the printer at least a *write* access. For help, see the documentation that came with your operating system. • The Scan to Network icon appears only when one or more destinations are defined.

1 Open a Web browser, and then type the printer IP address in the address field.

Note: View the printer IP address on the printer control panel home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

2 Click **Settings** > **Device Solutions** > **Solutions (eSF)** > **Scan to Network**.

3 Specify the destinations, and then customize the settings.

4 Click **Apply**.

To use the application, touch **Scan to Network** on the printer home screen, and then follow the instructions on the printer display.

Setting up My MFP

Icon	Description
	The application lets you customize your touch-screen settings and store those preferences in 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. **Note:** The icon appears only when a flash drive with My MFP settings is inserted into the USB port of the printer.

To set up My MFP, insert a flash drive into the USB port of the printer, and then follow the instructions on the printer display to run the setup wizard.

To use My MFP, insert the flash drive into the USB port of the printer when you want to copy, fax, or scan.

Understanding WS-Scan

Icon	Description
	The Web Services-Scan application lets you scan documents at the network printer, and then send the scanned image to your computer. WS-Scan is a Microsoft application that is similar to Scan to Network, but has the capability of sending the scanned image to a Windows-based application. To learn more about WS-Scan, see the Microsoft documentation.
	Note: The icon appears on the printer home screen only when there is a computer registered with the network printer. The computer must have either Windows 8, Windows 7, or Windows Vista operating system installed.

Setting up Remote Operator Panel

This application shows the printer control panel on your computer screen and lets you interact with the printer control panel, even when you are not physically near the network printer. From your computer screen, you can view the printer status, release held print jobs, create bookmarks, and do other print-related tasks you might normally do while standing at the network printer.

1 Open a Web browser, and then type the printer IP address in the address field.

Note: View the printer IP address on the printer control panel home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

2 Click **Settings** > **Device Solutions** > **Solutions (eSF)** > **Remote Operator Panel**.

3 Select the **Enabled** check box, and then customize the settings.

4 Click **Apply**.

To use the application, from the Embedded Web Server, click **Applications** > **Remote Operator Panel** > **Launch VNC Applet**.

Exporting and importing a configuration

You can export configuration settings into a text file, and then import it to apply the settings to other printers.

Exporting a configuration to a file

1 Open a Web browser, and then type the printer IP address in the address field.

Note: View the printer IP address on the printer control panel home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

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

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

4 From Installed Solutions, click the name of the application you want to configure.

5 Click **Configure** > **Export**.

6 Follow the instructions on the computer screen to save the configuration file, and then type a unique file name or use the default name.

> **Note:** If a `JVM Out of Memory` error occurs, then repeat the export process until the configuration file is saved.

Importing a configuration from a file

1 Open a Web browser, and then type the printer IP address in the address field.

> **Note:** View the printer IP address on the printer control panel home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

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

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

4 From Installed Solutions, click the name of the application you want to configure.

5 Click **Configure** > **Import**.

6 Browse to the saved configuration file that was exported from a previously configured printer, and then load or preview it.

> **Note:** If a timeout occurs and a blank screen appears, then refresh the Web browser, and then click **Apply**.

Additional printer setup

Installing internal options

⚠ **CAUTION—SHOCK HAZARD:** If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

Available internal options

- Memory cards
  - Printer memory
  - Flash memory
  - Fonts
- Firmware cards
  - Bar Code
  - IPDS
  - PrintCryption™
- Printer hard disk
- Lexmark™ Internal Solutions Ports (ISP)
  - RS-232-C Serial ISP
  - Parallel 1284-B ISP
  - MarkNet™ N8250 802.11 b/g/n Wireless ISP
  - MarkNet N8130 10/100 Fiber ISP
  - MarkNet N8120 10/100/1000 Ethernet ISP

Note: An external kit is needed to support the ISP.

Accessing the system board

⚠ **CAUTION—SHOCK HAZARD:** If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

Note: This task requires a flathead screwdriver.

1 Remove the system board cover.

    a Turn the screws on the cover counterclockwise to loosen them, but do not remove them.
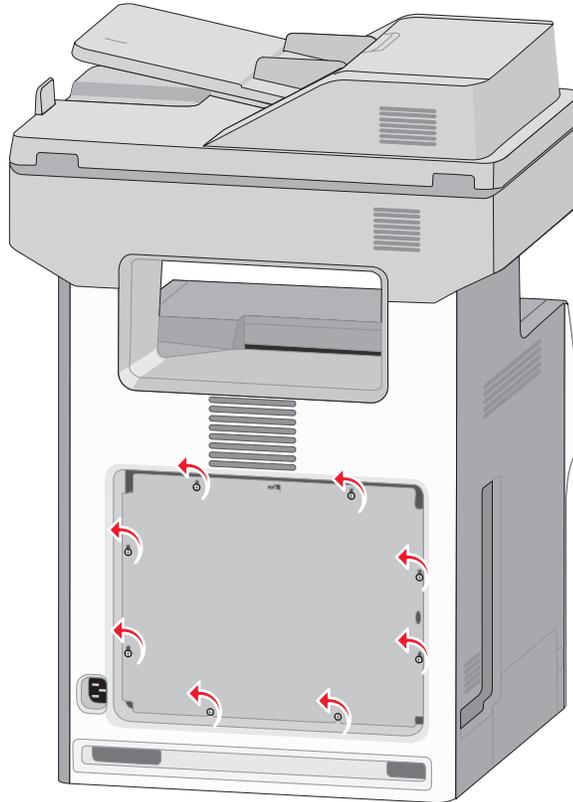
b Slide the cover slightly up until each screw is in the keyhole.
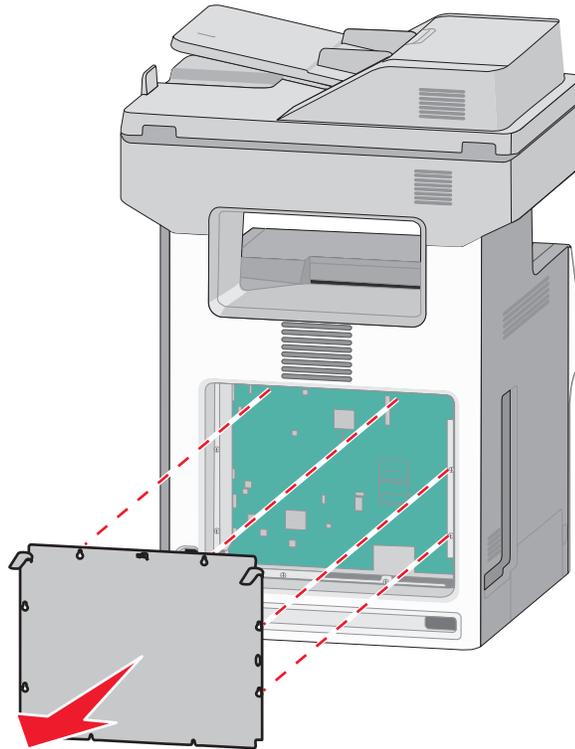
c Pull the cover to remove it.

2 Locate the appropriate connector on the system board.

Warning—Potential Damage: System board electronic components are easily damaged by static electricity. Touch something metal on the printer before touching any system board electronic components or connectors.
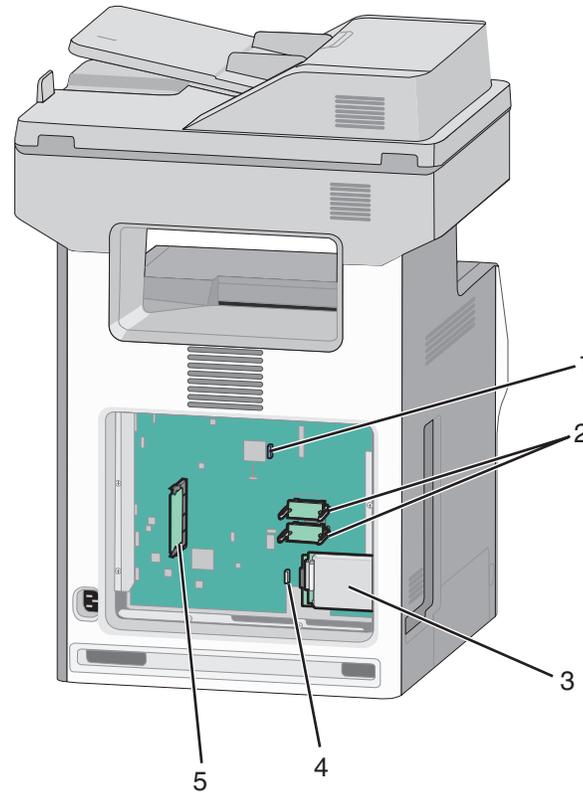
1	Fax card connector
2	Firmware and flash memory card connectors
3	Printer hard disk connector
4	Internal print server connector
5	Memory card connector

3 Reattach the system board cover.

   Warning—Potential Damage: System board electronic components are easily damaged by static electricity. Touch something metal on the printer before touching any system board electronic components or connectors.

a Align the keyholes with the screws.
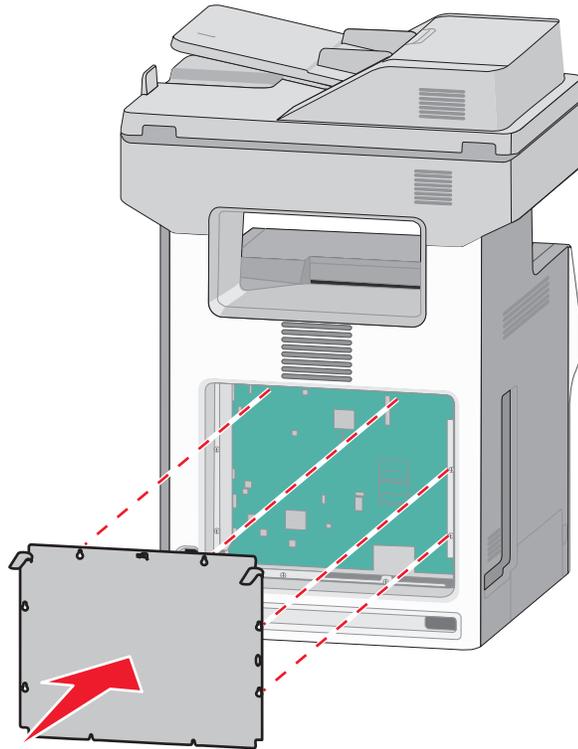
b Slide the cover down, and then turn each screw on the cover clockwise to tighten.
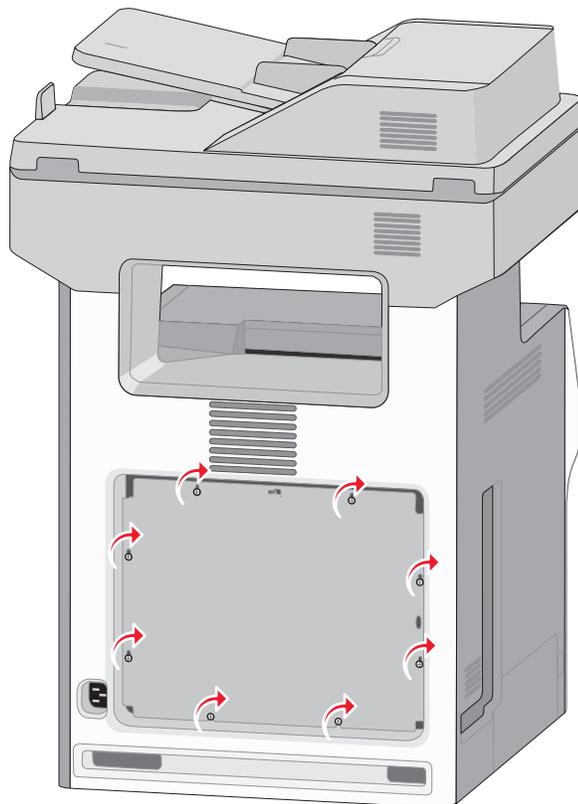
Installing a memory card

⚠️ **CAUTION—SHOCK HAZARD:** If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

Warning—Potential Damage: System board electronic components are easily damaged by static electricity. Touch something metal on the printer before touching any system board electronic components or connectors.

An optional memory card can be purchased separately and attached to the system board.

1 Access the system board.

For more information, see .

   Note: This task requires a flathead screwdriver.

2 Unpack the memory card.

   Warning—Potential Damage: Do not touch the connection points along the edge of the card. Doing so may cause damage.

3 Open the memory card connector latches.
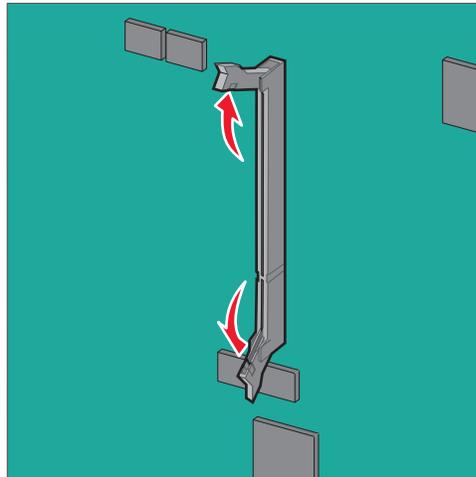
4 Align the notch (1) on the memory card with the ridge (2) on the connector.
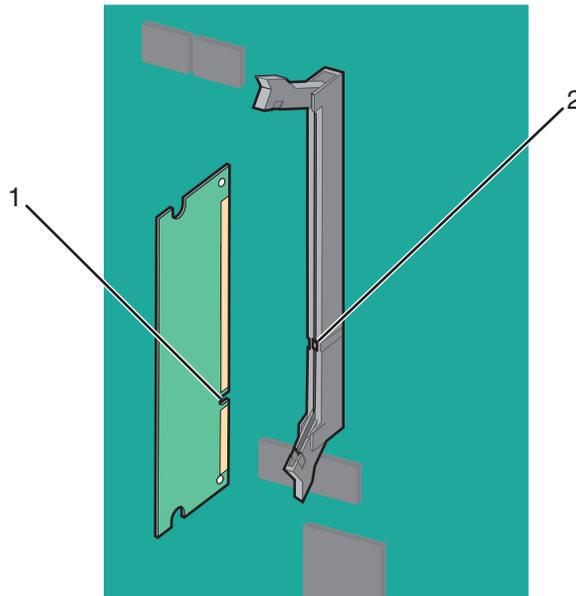
5 Push the memory card straight into the connector until it *clicks* into place, and then push the latches to firmly attach the card into the connector.
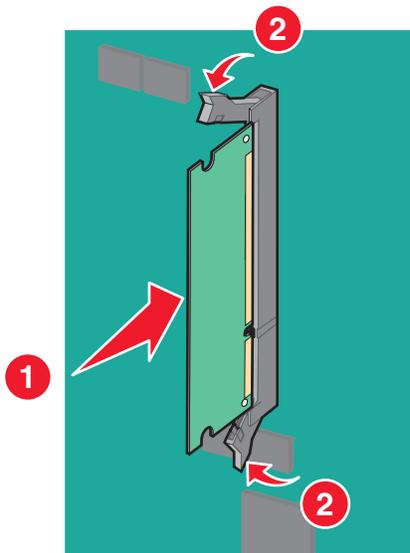
6 Reattach the system board cover.

Installing a flash memory or firmware card

The system board has two connections for an optional flash memory or firmware card. Only one of each may be installed, but the connectors are interchangeable.

CAUTION—SHOCK HAZARD: If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

Warning—Potential Damage: System board electronic components are easily damaged by static electricity. Touch something metal on the printer before touching any system board electronic components or connectors.

Note: This task requires a flathead screwdriver.

1 Access the system board.

For more information, see "Accessing the system board" on page 24.

2 Unpack the card.

Warning—Potential Damage: Avoid touching the connection points along the edge of the card.

3 Holding the card by its sides, align the plastic pins (1) on the card with the holes (2) on the system board.
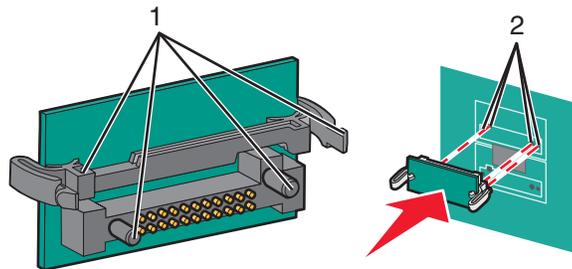
4 Push the card firmly into place.
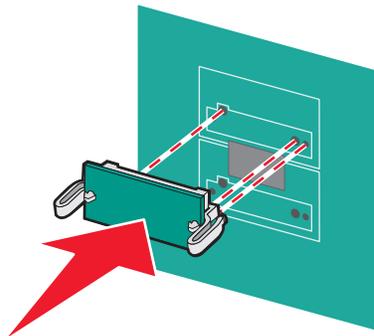
Warning—Potential Damage: Be careful not to damage the connectors.

Note: The entire length of the connector on the card must touch and be flush against the system board.

5 Reattach the system board cover.

Note: When the printer software and any options are installed, it may be necessary to manually add the options in the printer driver to make them available for print jobs. For more information, see "Adding available options in the print driver" on page 45.

Installing an Internal Solutions Port

The system board supports one optional Lexmark Internal Solutions Port (ISP).

CAUTION—SHOCK HAZARD: If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

Warning—Potential Damage: System board electronic components are easily damaged by static electricity. Touch something metal on the printer before touching any system board electronic components or connectors.

1 Access the system board.

For more information, see "Accessing the system board" on page 24.

 Note: This task requires a flathead screwdriver.

2 Unpack the ISP kit.
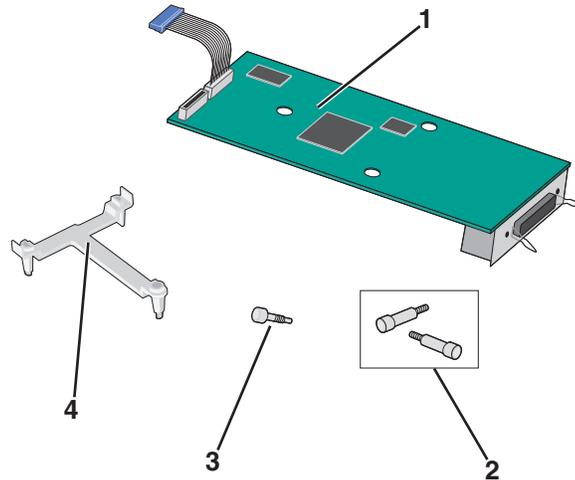
1	ISP solution
2	Screws for the ISP solution
3	Screw for the plastic bracket
4	Plastic bracket

3 Locate the appropriate holes on the system board where the posts of the plastic tee will be aligned.
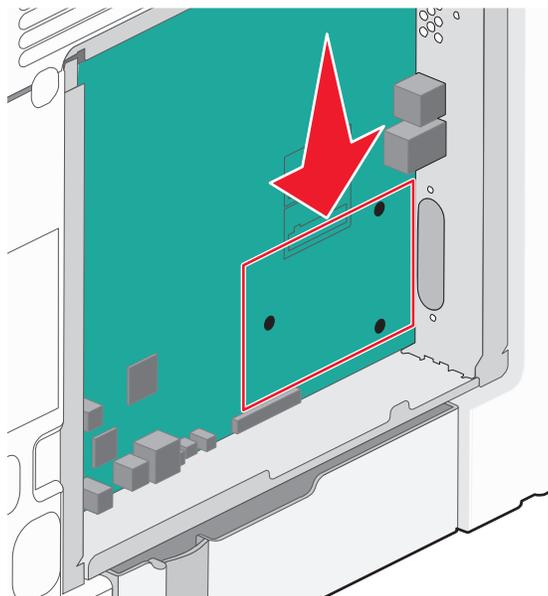
> **Note:** If an optional printer hard disk is currently installed, then remove it first. For more information, see "Removing a printer hard disk" on page 40.

4 Remove the screws, and then remove the metal cover from the ISP opening.
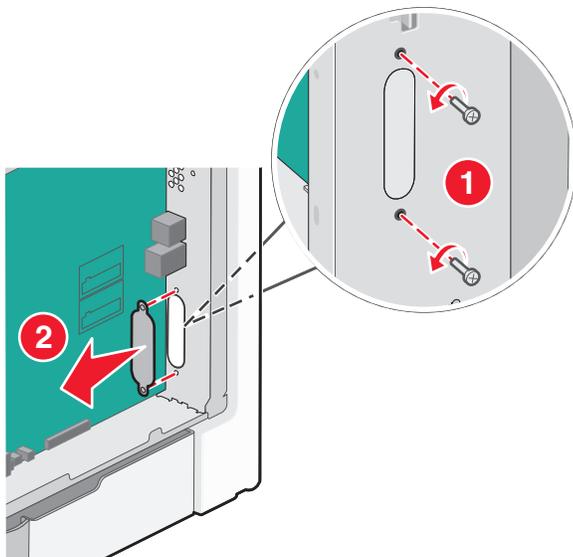
5 Attach the ISP solution to the system board.

   a Align the posts of the plastic tee to the holes on the system board.

   b Hold the edges of the ISP and guide it to the opening on the system board cage, and then gently allow it to rest on the plastic tee.
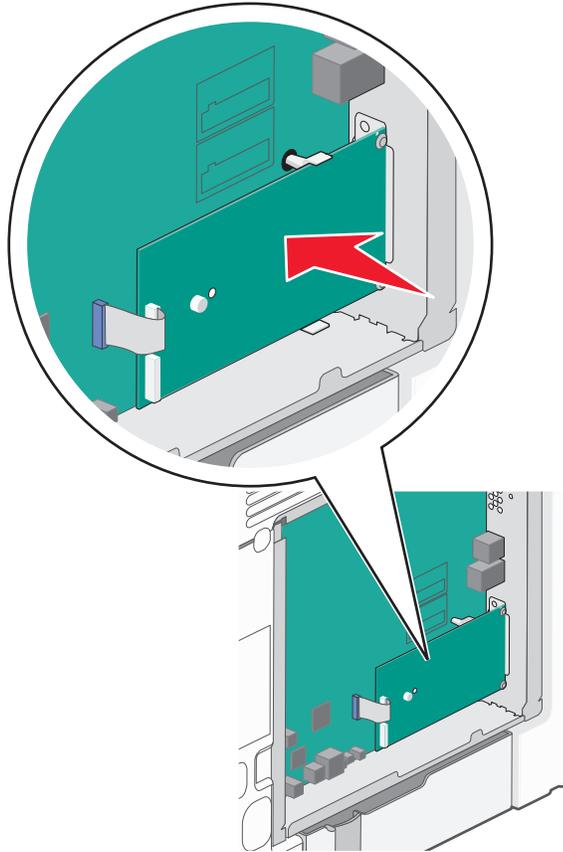
   c Use the provided screw to attach the plastic bracket to the ISP solution.
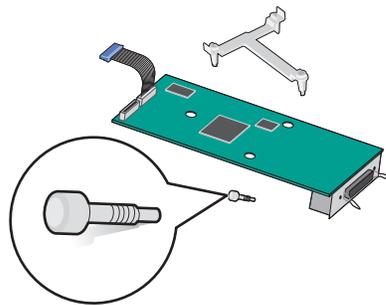
6 Connect the ISP solution interface cable into the color-coded receptacle on the system board.
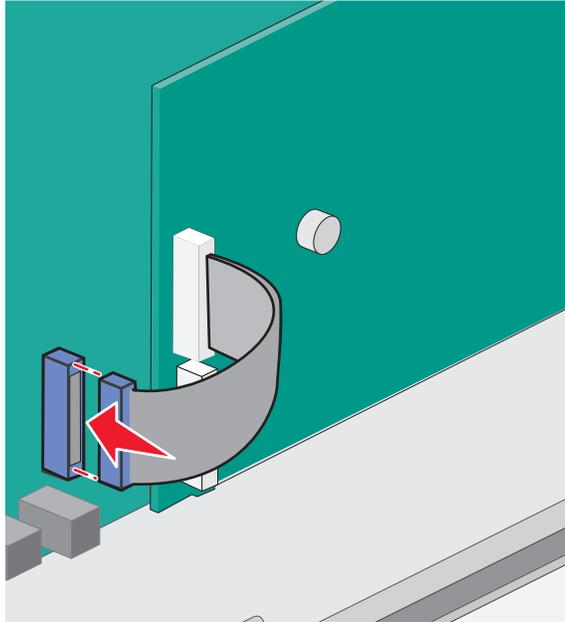
7 Firmly connect the ISP solution to the system board cage using the two screws.
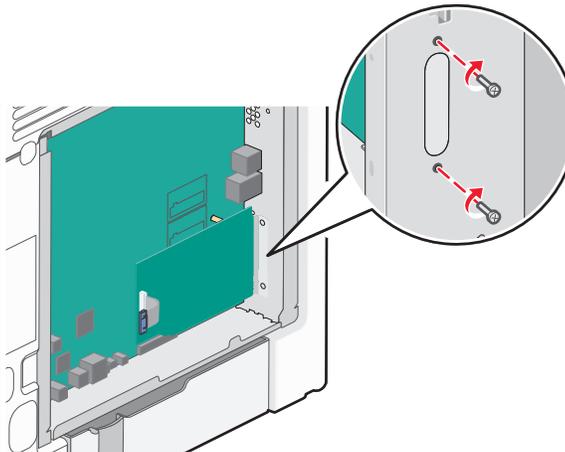
8 Reattach the system board cover.

Note: If you have removed an optional printer hard disk while installing the Internal Solutions Port, then reinstall the printer hard disk first before reattaching the system board cover. For more information, see "Installing a printer hard disk" on page 35.

Installing a printer hard disk

⚠ **CAUTION—SHOCK HAZARD:** If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

Warning—Potential Damage: System board electronic components are easily damaged by static electricity. Touch something metal on the printer before touching any system board electronic components or connectors.

1 Access the system board.

For more information, see .

 Note: This task requires a flathead screwdriver.

2 Unpack the printer hard disk.

3 Locate the appropriate holes on the system board where the posts of the plastic tee will be aligned.
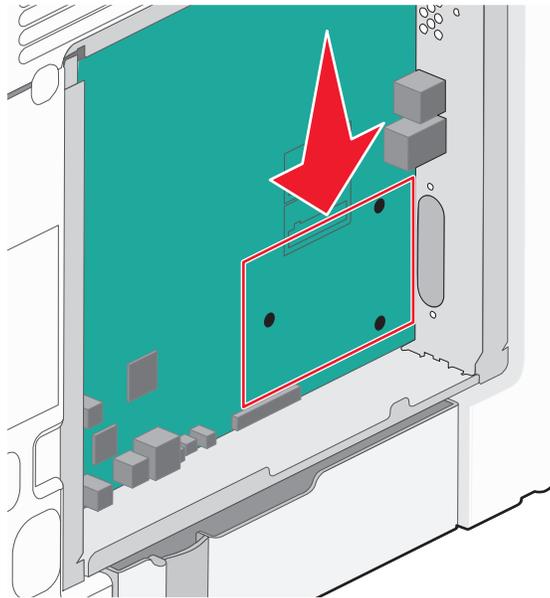
Note: If an optional ISP is currently installed, then the printer hard disk must be installed onto the ISP.

To install a printer hard disk onto the ISP:

a Using a flathead screwdriver, loosen the screws.

b Remove the screws attached to the printer hard disk mounting bracket, and then remove the bracket.
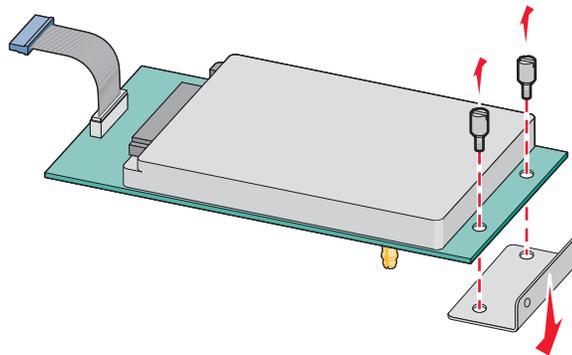
c Install the printer hard disk onto the ISP:

1 Hold the edges of the printed circuit board assembly, and then align the standoffs of the printer hard disk to the holes in the ISP.

2 Press down on the printer hard disk until the standoffs are in place.

Warning—Potential Damage: Do not press on the center of the printer hard disk. Doing so may cause damage to the hard disk.
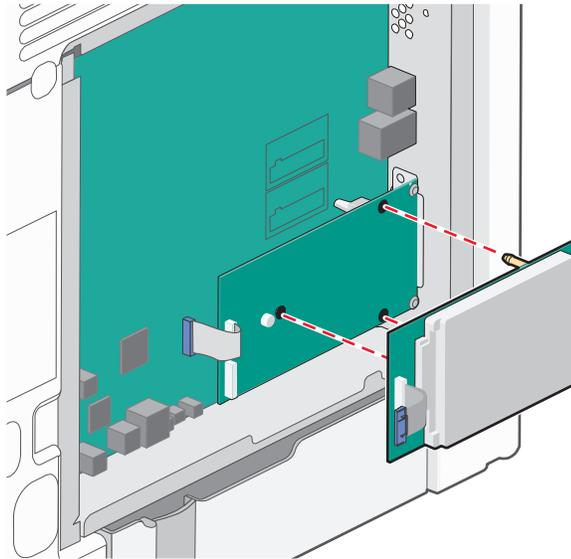
d Insert the plug of the printer hard disk interface cable into the receptacle of the ISP.

Note: The plugs and receptacles are color‑coded.
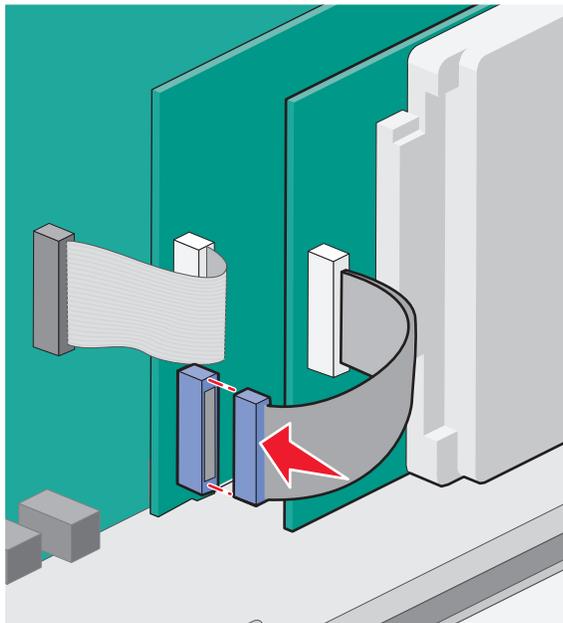
To install a printer hard disk directly on the system board:

a Hold the edges of the printed circuit board assembly, and then align the standoffs of the printer hard disk to the holes in the system board. Press down on the printer hard disk until the standoffs are in place.

Warning—Potential Damage: Do not press on the center of the printer hard disk. Doing so may cause damage to the hard disk.
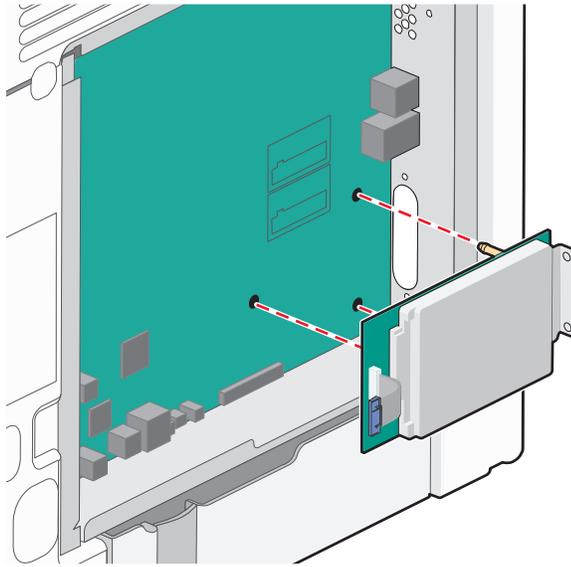
b Use the two provided screws to attach the printer hard disk mounting bracket.
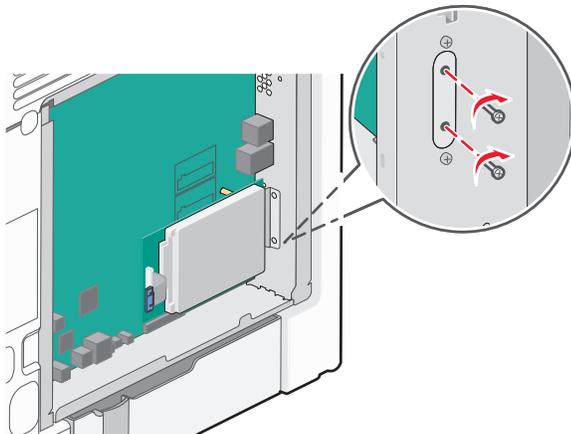
c Insert the plug of the printer hard disk interface cable into the receptacle of the system board.

Note: The plugs and receptacles are color‑coded.
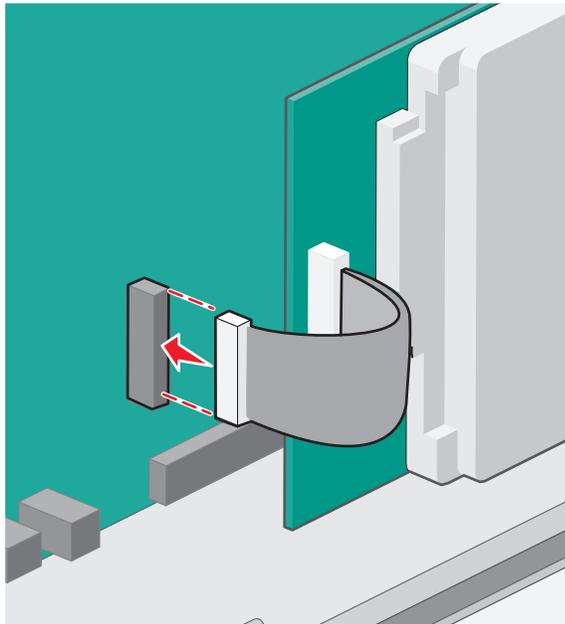
4 Reattach the system board cover.

Removing a printer hard disk

Warning—Potential Damage: System board electronic components are easily damaged by static electricity. Touch something metal on the printer before touching any system board electronic components or connectors.

1 Access the system board.

For more information, see .

Note: This task requires a flathead screwdriver.

2 Unplug the printer hard disk interface cable from the system board, leaving the cable attached to the printer hard disk. To unplug the cable, squeeze the paddle at the plug of the interface cable to disengage the latch before pulling the cable out.
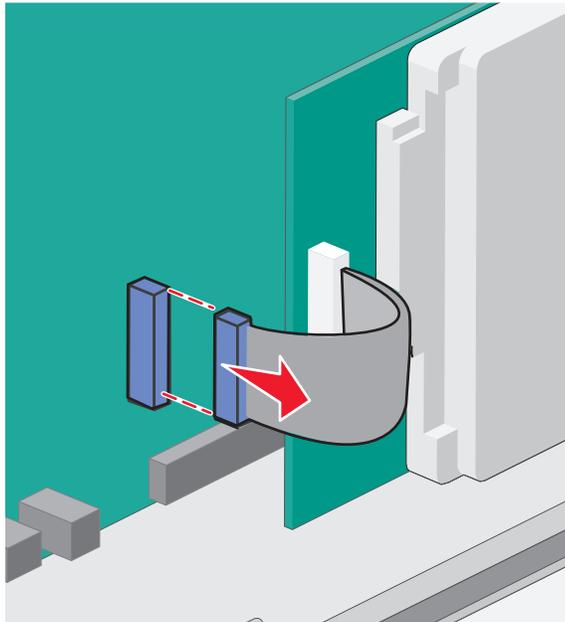
3 Remove the screws that connect the printer hard disk to the system board cage.
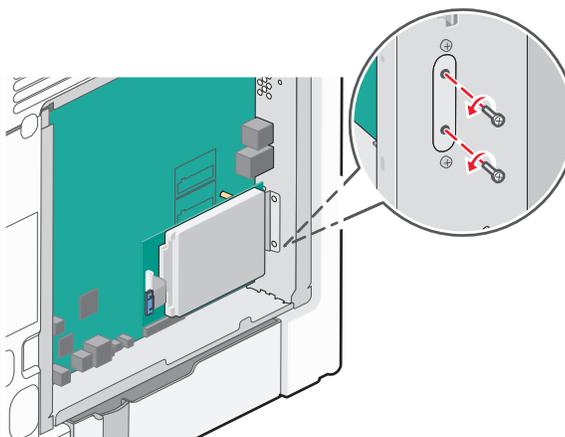
4 Remove the printer hard disk by pulling it upward to unseat the standoffs.
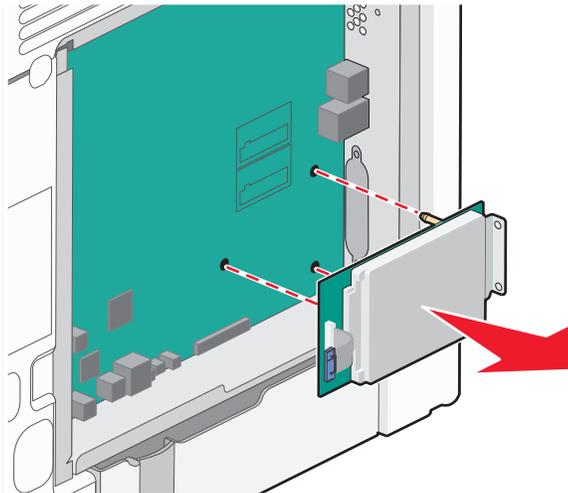
5 Set the printer hard disk aside.

6 Reattach the system board cover.

Installing hardware options

Order of installation

⚠ **CAUTION—POTENTIAL INJURY:** The printer weight is greater than 18 kg (40 lb), and requires two or more trained personnel to lift it safely.

⚠ **CAUTION—TIPPING HAZARD:** Floor-mounted configurations require additional furniture for stability. You must use either a printer stand or printer base if you are using a high-capacity input tray, a duplex unit and an input option, or more than one input option. If you purchased a multifunction printer (MFP) that scans, copies, and faxes, you may need additional furniture. For more information, see **www.lexmark.com/multifunctionprinters**.

⚠ **CAUTION—SHOCK HAZARD:** If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

Install the printer and any optional drawers in the following order:

- Optional 2,000‑sheet high‑capacity feeder
- Optional 550‑sheet drawer
- Optional 550‑sheet specialty media drawer
- Printer

For information on installing an optional drawer, see the setup documentation that came with the option.

Warning—Potential Damage: The trays in the optional 550‑sheet drawer and the optional 550‑sheet specialty media drawer are not interchangeable.

Installing optional drawers

CAUTION—POTENTIAL INJURY: The printer weight is greater than 18 kg (40 lb) and requires two or more trained personnel to lift it safely.

CAUTION—SHOCK HAZARD: If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

CAUTION—TIPPING HAZARD: Floor-mounted configurations require additional furniture for stability. You must use either a printer stand or printer base if you are using a high-capacity input tray, a duplex unit and an input option, or more than one input option. If you purchased a multifunction printer (MFP) that scans, copies, and faxes, you may need additional furniture. For more information, see **www.lexmark.com/multifunctionprinters**.

1 Unpack the optional drawer, and then remove all packing material.

Note: Optional drawers lock together when stacked. Remove stacked drawers one at a time from the top to the bottom.

2 Place the drawer near the printer.

3 Turn off the printer.

4 Align the printer with the drawer, and then lower the printer into place.

Note: A caster base and up to four spacers are supported in any printer configuration. For information on installing the caster base and spacer, see the instruction sheet that came with the option.
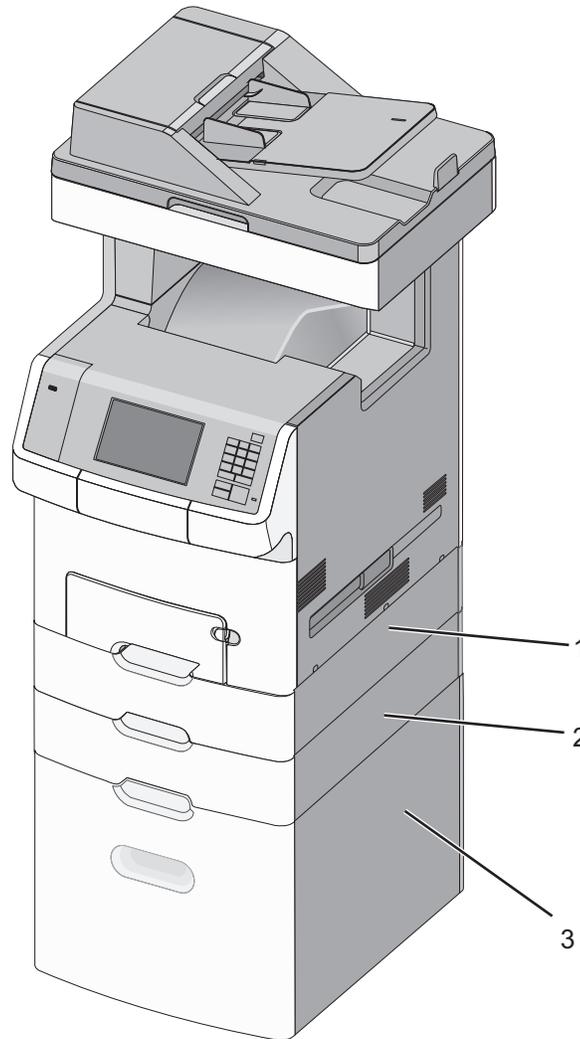
1	Optional 550‑sheet specialty media drawer
2	Optional 550‑sheet drawer
	Note: This drawer is standard in the X748dte printer model.
3	Optional 2000‑sheet drawer

5 Turn the printer back on.

Attaching cables

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

1 Open the access door by pulling it out to the right.
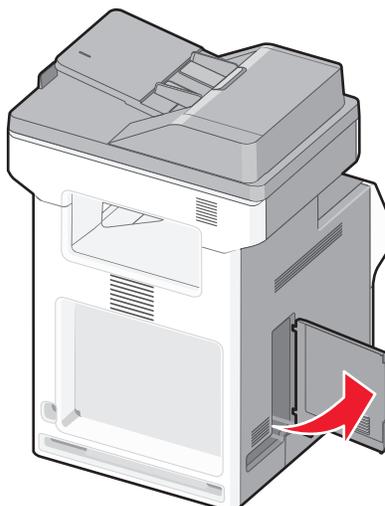
2 Match the appropriate cable to the corresponding port.
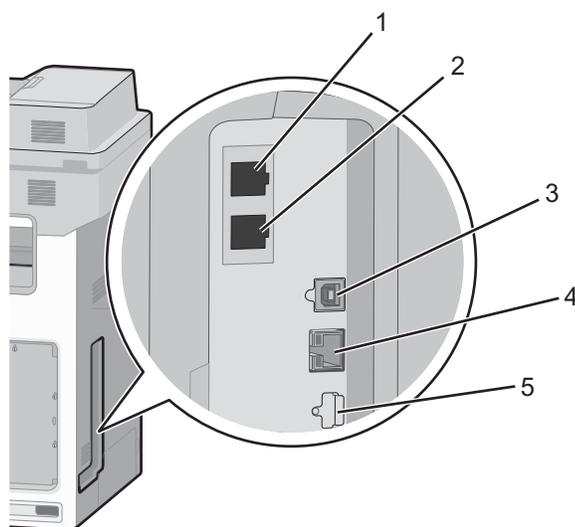
1	Fax port
2	Telephone port
3	Ethernet port
4	USB printer port
5	USB port

Warning—Potential Damage: Do not touch the USB cable, any network adapter, or the printer in the area shown while actively printing. A loss of data or a malfunction can occur.

3 Close the access door, and then neatly align the cable to the left.
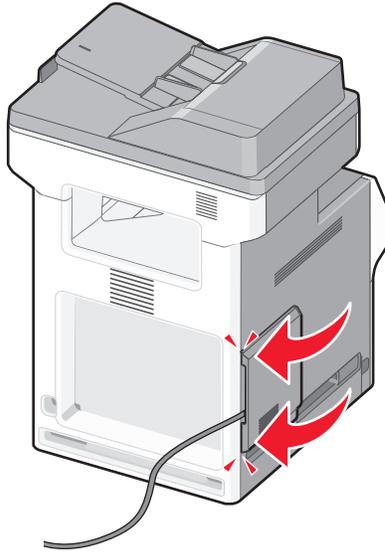
Note: You may choose to completely remove the access door and store it.

Setting up the printer software

Installing the printer

1 Obtain a copy of the software installer package.

2 Run the installer, and then follow the instructions on the computer screen.

3 For Macintosh users, add the printer.

Note: Obtain the printer IP address from the TCP/IP section in the Network/Ports menu.

Adding available options in the print driver

For Windows users

1 Open the printers folder.

In Windows 8

From the Search charm, type **run**, and then navigate to:

Run > type **control printers** > **OK**

In Windows 7 or earlier

a Click [icon], or click **Start** and then click **Run**.

b Type **control printers**.

c Press **Enter**, or click **OK**.

2 Select the printer you want to update, and then do either of the following:

- For Windows 7 or later, select **Printer properties**.
- For earlier versions, select **Properties**.

3 Navigate to the Configuration tab, and then select **Update Now ‑ Ask Printer**.

4 Apply the changes.

For Macintosh users

1 From System Preferences in the Apple menu, navigate to your printer, and then select **Options & Supplies**.

2 Navigate to the list of hardware options, and then add any installed options.

3 Apply the changes.

Networking

Note: A Service Set Identifier (SSID) is a name assigned to a wireless network. Wired Equivalent Privacy (WEP), Wi‑Fi Protected Access (WPA), WPA2, and 802.1X ‑ RADIUS are types of security used on a network.

Preparing to set up the printer on an Ethernet network

To configure your printer to connect to an Ethernet network, organize the following information before you begin:

Note: If your network automatically assigns IP addresses to computers and printers, continue on to installing the printer.

- A valid, unique IP address for the printer to use on the network
- The network gateway
- The network mask
- A nickname for the printer (optional)

    Note: A printer nickname can make it easier for you to identify your printer on the network. You can choose to use the default printer nickname, or assign a name that is easier for you to remember.

You will need an Ethernet cable to connect the printer to the network and an available port where the printer can physically connect to the network. Use a new network cable when possible to avoid potential problems caused by a damaged cable.

Preparing to set up the printer on a wireless network

Notes:

- Make sure your access point (wireless router) is turned on and is working properly.
- Do not connect the installation or network cables until prompted to do so by the setup software.

Make sure you have the following information before setting up the printer on a wireless network:

- **SSID**—The SSID is also referred to as the network name.
- **Wireless Mode (or Network Mode)**—The mode is either infrastructure or ad hoc.

- **Channel (for ad hoc networks)**—The channel defaults to automatic for infrastructure networks.

  Some ad hoc networks will also require the automatic setting. Check with your system support person if you are not sure which channel to select.

- **Security Method**—There are four basic options for Security Method:

  - WEP key

    If your network uses more than one WEP key, then enter up to four in the provided spaces. Select the key currently in use on the network by selecting the default WEP transmit key.

  - WPA or WPA2 preshared key or passphrase

    WPA includes encryption as an additional layer of security. The choices are AES or TKIP. Encryption must be set for the same type on the router and on the printer, or the printer will not be able to communicate on the network.

  - 802.1X–RADIUS

    If you are installing the printer on an 802.1X network, then you may need the following:

    - Authentication type

    - Inner authentication type

    - 802.1X user name and password

    - Certificates

  - No security

    If your wireless network does not use any type of security, then you will not have any security information.

    Note: Using an unsecured wireless network is not recommended.

Notes:

- If you do not know the SSID of the network that your computer is connected to, then launch the wireless utility of the computer network adapter, and then look for the network name. If you cannot find the SSID or the security information for your network, then see the documentation that came with the access point or contact your system support person.

- To find the WPA/WPA2 preshared key or passphrase for the wireless network, see the documentation that came with the access point, see the Embedded Web Server associated with the access point, or consult your system support person.

Installing the printer on a wireless network (Windows)

Before installing the printer on a wireless network, make sure:

- Your wireless network is set up and is working properly.

- The computer you are using is connected to the same wireless network where you want to set up the printer.

1 Connect the power cord to the printer, then to a properly grounded electrical outlet, and then turn on the printer.
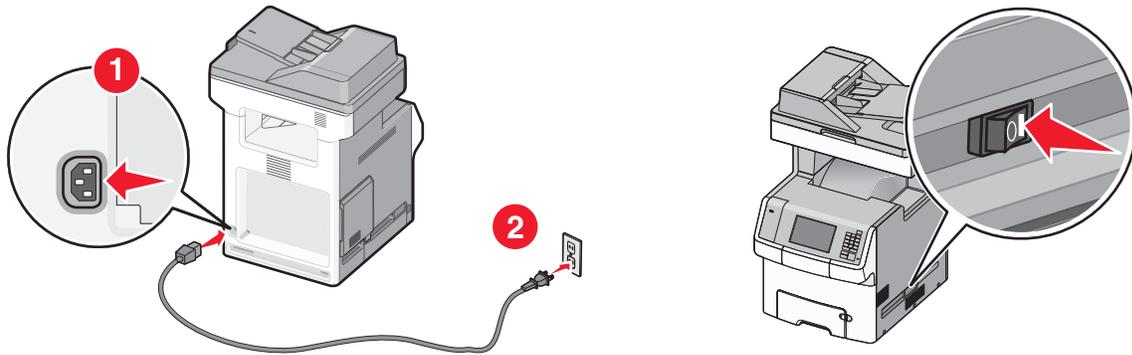
Note: Make sure the printer and the computer are fully on and ready.

Warning—Potential Damage: Do not connect the USB cable until instructed to do so on the computer screen.

2 Obtain a copy of the software installer package.

- From the *Software and Documentation* CD that came with your printer.
- From our Web site:
  Go to **http://support.lexmark.com**, and then navigate to:
  SUPPORT & DOWNLOAD > select your printer > select your operating system

3 Double-click the software installer package.

Wait for the installation dialog to appear.

If you are using the *Software and Documentation* CD and the installation dialog does not appear, then do the following:

In Windows 8

From the Search charm, type `run`, and then navigate to:

Apps list > **Run** > type `D:\setup.exe` > **OK**

In Windows 7 or earlier

a Click ⊞ or click **Start**, and then click **Run**.

b In the Start Search or Run dialog, type `D:\setup.exe`.

c Press **Enter** or click **OK**.

Note: `D` is the letter of your CD or DVD drive.

4 Click **Install**, and then follow the instructions on the computer screen.

5 Select **Wireless connection** when asked to choose a connection type.

6 From the Wireless Configuration dialog, select **Guided Setup (Recommended)**.

Note: Choose **Advanced Setup** only if you want to customize your installation.

7 Temporarily connect a USB cable between the computer on the wireless network and the printer.
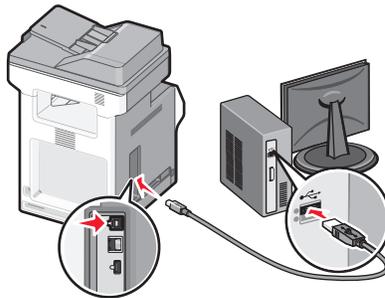
> **Note:** After the printer is configured, the software will instruct you to disconnect the temporary USB cable so you can print wirelessly.

8 Follow the instructions on the computer screen.

Note: For more information on allowing other computers on the network to use the wireless printer, see the *Networking Guide*.

Installing the printer on a wireless network (Macintosh)

Note: Make sure to disconnect the Ethernet cable when installing the printer on a wireless network.

Prepare to configure the printer

1 Connect the power cord to the printer, then to a properly grounded electrical outlet, and then turn on the printer.
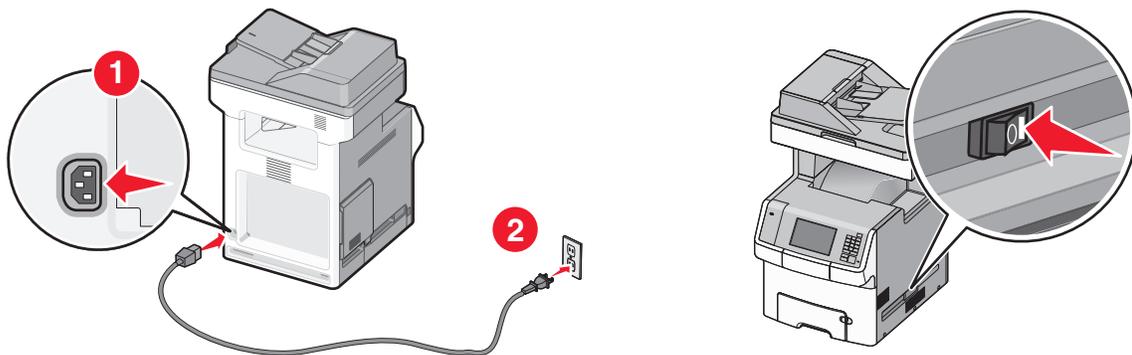
2 Locate the printer MAC address.

    a From the printer control panel, navigate to:

       ⌂ > **Reports** > ✔ > **Network Setup Page** > ✔

       or

       ☰ > **Reports** > **Network Setup Page**

    b In the Standard Network Card section, look for `UAA (MAC)`.

       Note: You will need this information later.

Enter the printer information

1 Access the AirPort options:

In Mac OS X version 10.5 or later

From the Apple menu, navigate to either of the following:

- **System Preferences** > **Network** > **Wi-Fi**
- **System Preferences** > **Network** > **AirPort**

In Mac OS X version 10.4

From the Finder, navigate to:

Applications > **Internet Connect** > **AirPort**

2 From the Network Name pop-up menu, select **print server [yyyyyy]**, where the **y**'s are the last six digits of the MAC address located on the MAC address sheet.

3 Open a Web browser.

4 From the Bookmarks menu, select **Show** or **Show All Bookmarks**.

5 Under COLLECTIONS, select **Bonjour** or **Rendezvous**, and then double-click the printer name.

Note: The application referred to as *Rendezvous* in Mac OS X version 10.2 is now called *Bonjour* by Apple Inc.

6 From the Embedded Web Server, navigate to the location of the wireless settings information.

Configure the printer for wireless access

1 Type the network name (SSID) in the appropriate field.

2 Select **Infrastructure** as your Network Mode setting if you are using an access point (wireless router).

3 Select the type of security you want to use to protect the wireless network.

4 Enter the security information necessary for the printer to connect to the wireless network.

5 Click **Submit**.

6 Open the AirPort application on the computer:

In Mac OS X version 10.5 or later

From the Apple menu, navigate to either of the following:

- **System Preferences** > **Network** > **Wi-Fi**
- **System Preferences** > **Network** > **AirPort**

In Mac OS X version 10.4

From the Finder, navigate to:

Applications > **Internet Connect** > **AirPort**

7 From the Network pop-up menu, select the name of the wireless network.

Configure your computer to use the printer wirelessly

To print on a network printer, each Macintosh user must install a custom printer driver file and create a print queue in the Printer Setup Utility or Print Center.

1 Install a printer driver file on the computer:

    a Obtain a copy of the software installer package.

        • From the *Software and Documentation* CD that came with your printer.

        • From our Web site:
        Go to **http://support.lexmark.com**, and then navigate to:
        SUPPORT & DOWNLOAD > select your printer > select your operating system

    b Double-click the installer package for the printer.

    c Follow the instructions on the computer screen.

    d Select a destination, and then click **Continue**.

    e From the Easy Install screen, click **Install**.

    f Type the user password, and then click **OK**.
    All necessary applications are installed in the computer.

    g Click **Close** when the installation is complete.

2 Add the printer:

    a For IP printing:

    In Mac OS X version 10.5 or later

      1 From the Apple menu, navigate to either of the following:

        • **System Preferences** > **Print & Scan**

        • **System Preferences** > **Print & Fax**

      2 Click **+**.

      3 If necessary, click **Add Printer or Scanner** or **Add Other Printer or Scanner**.

      4 Click the **IP** tab.

      5 Type the IP address of the printer in the address field, and then click **Add**.

    In Mac OS X version 10.4

      1 From the Finder, navigate to:
      Applications > **Utilities**

      2 Double-click **Printer Setup Utility** or **Print Center**.

      3 From the Printer List, choose **Add**, and then click **IP Printer**.

      4 Type the IP address of the printer in the address field, and then click **Add**.

    b For AppleTalk printing:

    Notes:

        • Make sure AppleTalk is activated on your printer.

        • This feature is supported only in Mac OS X version 10.5 or earlier.

In Mac OS X version 10.5

1 From the Apple menu, navigate to:

System Preferences > **Print & Fax**

2 Click **+**, and then navigate to:

AppleTalk > select the printer from the list > **Add**

In Mac OS X version 10.4

1 From the Finder, navigate to:

Applications > **Utilities**

2 Double-click **Printer Setup Utility** or **Print Center**.

3 From the Printer List, click **Add**.

4 Click **Default Browser** tab > **More Printers**.

5 From the first pop-up menu, select **AppleTalk**.

6 From the second pop-up menu, select **Local AppleTalk Zone**.

7 Select the printer from the list, and then click **Add**.

Changing port settings after installing a new network Internal Solutions Port

When a new Lexmark Internal Solutions Port (ISP) is installed in the printer, the printer configurations on computers that access the printer must be updated since the printer will be assigned a new IP address. All computers that access the printer must be updated with this new IP address.

Notes:

- If the printer has a static IP address, then you do not need to make any changes to the computer configurations.
- If the computers are configured to use the network name, instead of an IP address, then you do not need to make any changes to your computer configurations.
- If you are adding a wireless ISP to a printer previously configured for an Ethernet connection, then make sure the printer is disconnected from the Ethernet network when you configure the printer to operate wirelessly. If the printer is connected to the Ethernet network, then the wireless configuration completes, but the wireless ISP is inactive. To activate the wireless ISP, disconnect the printer from the Ethernet network, turn off the printer, and then turn it back on.
- Only one network connection is active at a time. To switch between Ethernet and wireless connection types, turn off the printer, connect the cable (to switch to an Ethernet connection) or disconnect the cable (to switch to a wireless connection), and then turn the printer back on.

For Windows users

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer control panel. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Open the printers folder.

In Windows 8

> From the Search charm, type **Run** and then navigate to:
>
> Apps list > **Run** > type **control printers** > **OK**

In Windows 7 or earlier

a Click ![Windows icon], or click **Start** and then click **Run**.

b In the Start Search or Run dialog, type **control printers**.

c Press **Enter**, or click **OK**.

3 To select the printer that has changed, do either of the following:

- Press and hold the printer, and then select **Printer properties**.
- Right-click the printer, and then select **Printer properties** (Windows 7 or later) or **Properties** (earlier versions).

  Note: If there is more than one copy of the printer, then update all of them with the new IP address.

4 Click the **Ports** tab.

5 Select the port from the list, and then click **Configure Port**.

6 Type the new IP address in the "Printer Name or IP Address" field.

7 Click **OK** > **Close**.

For Macintosh users

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer control panel. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Add the printer.

- For IP printing:

  a From the Apple menu, navigate to either of the following:

  - **System Preferences** > **Print & Scan**
  - **System Preferences** > **Print & Fax**

  b Click **+**.

  c Click the **IP** tab.

  d Type the printer IP address in the address field, and then click **Add**.

- For AppleTalk printing:

  Notes:

  - Make sure AppleTalk is activated on your printer.
  - This feature is supported only in Mac OS X version 10.5.

  a From the Apple menu, navigate to:
    System Preferences > **Print & Fax**

  b Click **+**, and then navigate to:
    AppleTalk > select the printer > **Add**

Setting up serial printing

Use serial printing to print even when the computer is far from the printer, or to print at a reduced speed.

After installing the serial or communication (COM) port, configure the printer and the computer. Make sure you have connected the serial cable to the COM port on your printer.

1 Set the parameters in the printer.

   a From the printer control panel, navigate to the menu for the port settings.

   b Locate the menu for the serial port settings, and then adjust the settings, if necessary.

   c Save the modified settings, and then print a menu settings page.

2 Install the printer driver.

   a Obtain a copy of the software installer package.

     • From the *Software and Documentation* CD that came with your printer

     • From our Web site:
      Go to **http://support.lexmark.com**, and then navigate to:
      SUPPORT & DOWNLOAD > select your printer > select your operating system

   b Double-click the software installer package.
     Wait for the installation dialog to appear.
     If the your are using the *Software and Documentation* CD and the installation dialog does not appear, then do the following:

     In Windows 8

      From the Search charm, type `run` and then navigate to:
      Apps list > **Run** > type `D:\setup.exe` > **OK**

     In Windows 7 or earlier

      1 Click or click **Start**, and then click **Run**.
      2 In the Start Search or Run dialog, type `D:\setup.exe`.
      3 Press **Enter**, or click **OK**.

      Note: `D` is the letter of your CD or DVD drive.

   c Click **Install**.

   d Follow the instructions on the computer screen.

   e Select **Advanced**, and then click **Continue**.

   f From the Configure Printer Connection dialog, select a port.

   g If the port is not in the list, then click **Refresh**, or navigate to:
     Add port > select a port type > enter the necessary information > **OK**

   h Click **Continue** > **Finish**.

3 Set the COM port parameters.

   After installing the printer driver, set the serial parameters in the COM port assigned to the printer driver.

   Note: Make sure the serial parameters in the COM port match the serial parameters you set in the printer.

   a Open Device Manager.

In Windows 8

From the Search charm, type **run** and then navigate to:

Apps list > **Run** > type **devmgmt.msc** > **OK**

In Windows 7 or earlier

1 Click ![Windows icon], or click **Start** and then click **Run**.

2 In the Start Search or Run dialog, type **devmgmt.msc**.

3 Press **Enter**, or click **OK**.

b Double-click **Ports (COM & LPT)** to expand the list of available ports.

c Do either of the following:

- Press and hold the COM port where you attached the serial cable to your computer (example: COM1).

- Right-click the COM port where you attached the serial cable to your computer (example: COM1).

d From the menu that appears, select **Properties**.

e On the Port Settings tab, set the serial parameters to the same serial parameters set in the printer.

Check the serial heading of the menu settings page for the printer settings.

f Click **OK**, and then close all the dialogs.

g Print a test page to verify printer installation.

Verifying printer setup

When all hardware and software options are installed and the printer is turned on, verify that the printer is set up correctly by printing the following:

- **Menu settings page**—Use this page to verify that all printer options are installed correctly. A list of installed options appears toward the bottom of the page. If an option you installed is not listed, then it is not installed correctly. Remove the option and install it again.

- **Network setup page**—If your printer is a network model and is attached to a network, print a network setup page to verify the network connection. This page also provides important information that aids network printing configuration.

Printing a menu settings page

From the home screen, navigate to:

![menu icon] > **Reports** > **Menu Settings Page**

Printing a network setup page

If the printer is attached to a network, then print a network setup page to verify the network connection. This page also provides important information that aids network printing configuration.

1 From the home screen, navigate to:

 > **Reports** > **Network Setup Page**

2 Check the first section of the network setup page, and confirm that the status is `Connected`.

If the status is `Not Connected`, then the LAN drop may not be active, or the network cable may be malfunctioning. Consult a system support person for a solution, and then print another network setup page.

Loading paper and specialty media

The selection and handling of paper and specialty media can affect how reliably documents print. For more information, see and .

Setting the paper size and type

From the home screen, navigate to:

⊞ > **Paper Menu** > **Paper Size/Type** > select a tray > select the paper size or type > **Submit**

Notes:

- The Paper Size setting is automatically set according to the position of the paper guides in each tray except the standard 550-sheet tray (Tray 1) and the multipurpose feeder.
- The Paper Size setting for Tray 1 and the multipurpose feeder must be set manually in the Paper Size menu.
- The factory default Paper Type setting is Plain Paper.
- The Paper Type setting must be set manually for all trays.

Configuring Universal paper settings

The Universal Paper Size is a user-defined setting that lets you print on paper sizes that are not preset in the printer menus. Set the Paper Size for the specified tray to Universal when the size you want is not available from the Paper Size menu. Then, specify all of the following Universal size settings for your paper:

- Units of Measure
- Portrait Width
- Portrait Height

Note: The smallest supported Universal size is 76 x 127 mm (3 x 5 in.); the largest size is 216 x 356 mm (8.5 x 14 in.).

1 From the home screen, navigate to:

⊞ > **Paper Menu** > **Universal Setup** > **Units of Measure** > select a unit of measure

2 Touch **Portrait Width** or **Portrait Height** > select the width or height > **Submit**.

Loading the standard or optional 550-sheet tray

The printer has one standard 550-sheet tray (Tray 1) and may have up to four optional 550-sheet trays including the special media tray. For narrow paper sizes such as A6 and envelopes, use the special media tray. For more information, see .

⚠ **CAUTION—POTENTIAL INJURY:** To reduce the risk of equipment instability, load each paper drawer or tray separately. Keep all other trays closed until needed.

1 Pull the tray completely out.

Note: Do not remove trays while a job prints or while `Busy` appears on the display. Doing so may cause a jam.
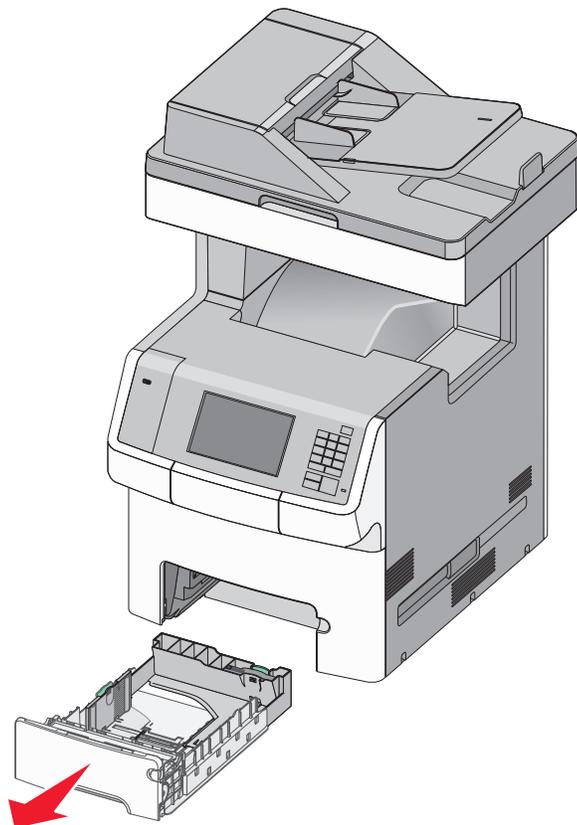
2 Squeeze and slide the width guide to the correct position for the paper size you are loading.
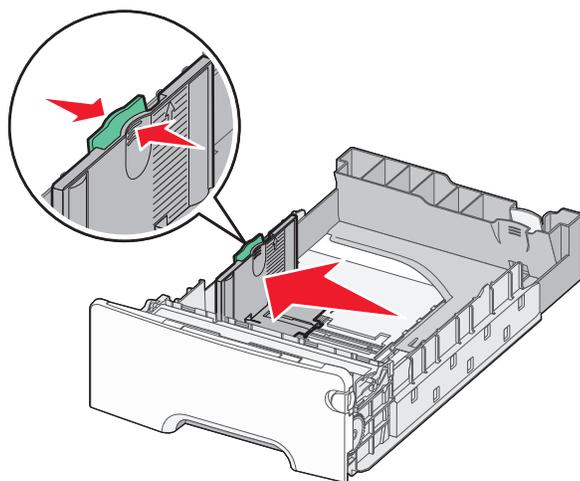
Note: Use the paper size indicators at the bottom of the tray to help position the length and width guides.
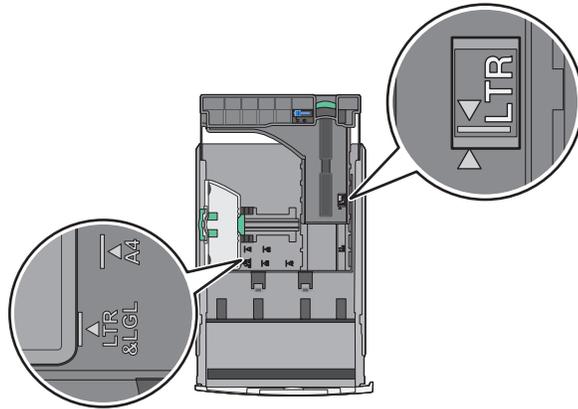
3 Squeeze and slide the length guide to the correct position for the paper size you are loading.

Notes:

- For some paper sizes like letter, legal, and A4, squeeze and slide the length guide backward to accommodate their length.

- The length guide has a locking device. To unlock the length guide, slide to the left the button on top of the length guide. To lock, slide the button to the right when a length has been selected.
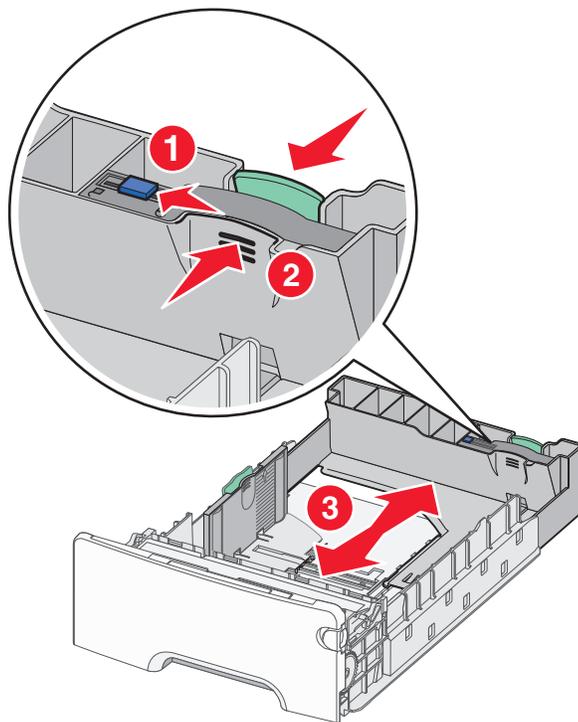
4 Flex the sheets back and forth to loosen them. Do not fold or crease the paper. Straighten the edges on a level surface.
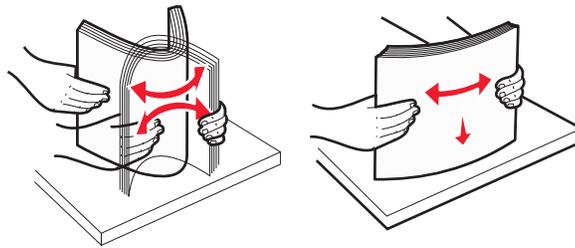
5 Load the paper stack toward the back of the tray with the recommended printable side faceup.

Notes:

- When loading preprinted letterhead for one-sided printing, place the header faceup toward the front of the tray.
- When loading preprinted letterhead for two-sided printing, place the header facedown toward the rear of the tray.
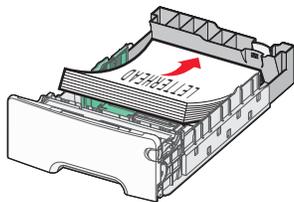
One-sided printing   **Two-sided (Duplex) printing**
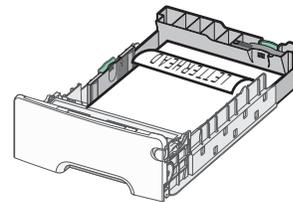
Note: Make sure paper does not exceed the maximum paper fill indicator located on the left side of the tray.
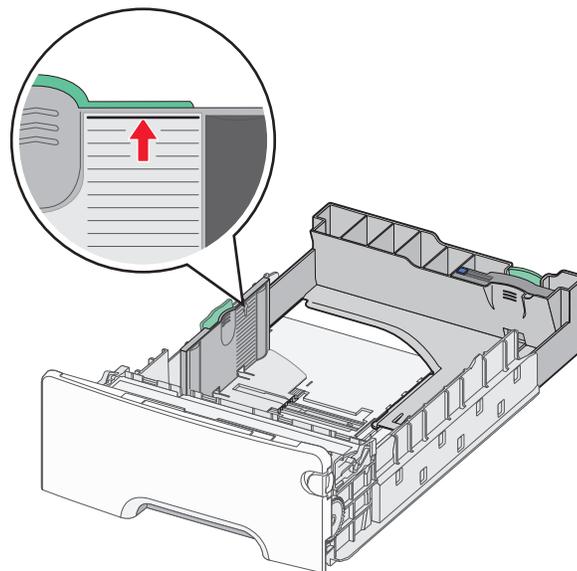
Warning—Potential Damage: Overloading the tray can cause paper jams and possible printer damage.

6 Insert the tray.
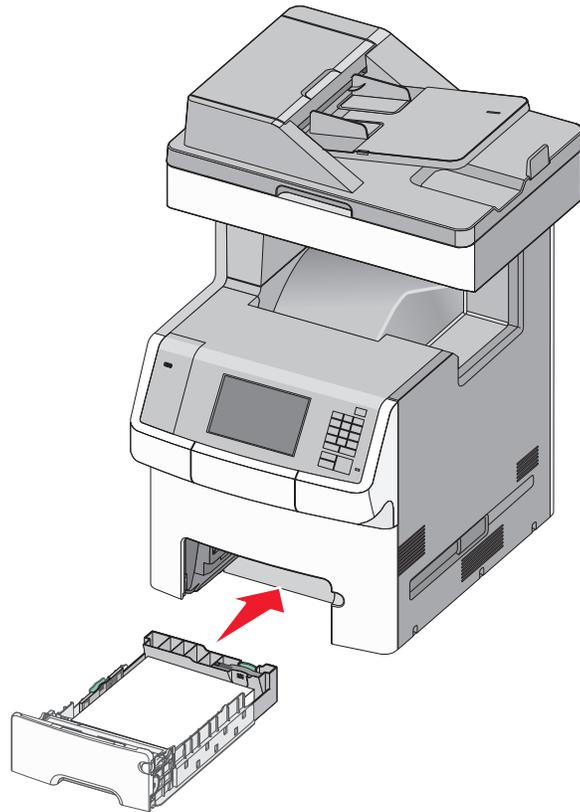
7 From the printer control panel, verify the paper size and paper type setting for the tray based on the paper you loaded.

Loading the optional 550‑sheet special media tray

The optional 550‑sheet special media tray (Tray 2) supports narrow paper sizes such as envelopes and A6.
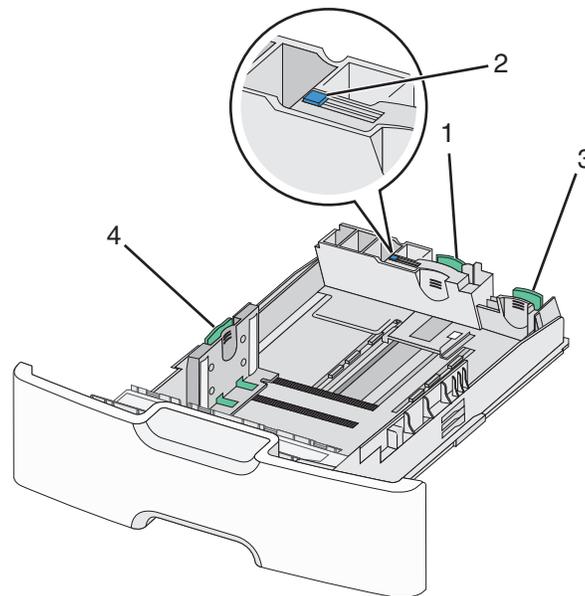
1	Primary length guide
2	Length guide lock
3	Secondary length guide
4	Width guide

⚠ **CAUTION—POTENTIAL INJURY:** To reduce the risk of equipment instability, load each paper drawer or tray separately. Keep all other trays closed until needed.

Notes:

- For instructions on loading paper sizes larger than A6 and envelopes, see .

- For a complete list of supported paper sizes, see the "Supported paper sizes, types, and weights" section in the *User's Guide*.

Loading narrow paper sizes such as envelopes and A6

1 Pull the tray completely out.

> **Note:** Do not remove trays while a job prints or while **Busy** appears on the display. Doing so may cause a jam.
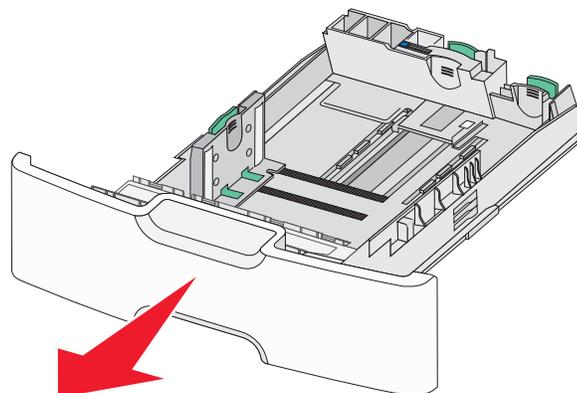
2 Squeeze and slide the primary length guide toward you until it stops.

Notes:

- The length has a locking device. To unlock the length guide, slide to the left the button on top of the length guide. To lock, slide the button to the right when a length has been selected.
- You can only slide the secondary length guide when the primary length guide reaches the edge of the width guide.
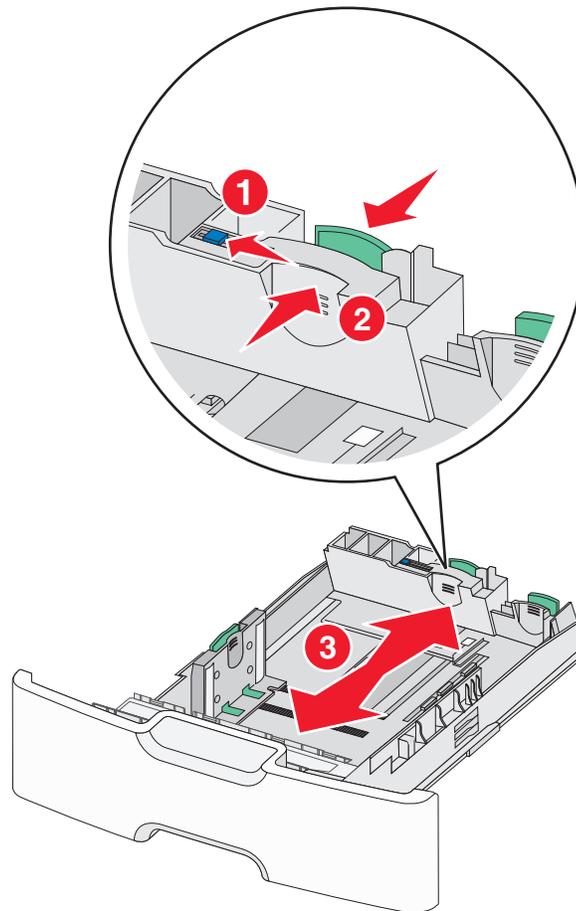
3 Squeeze and slide the width guide to the correct position for the paper size you are loading.
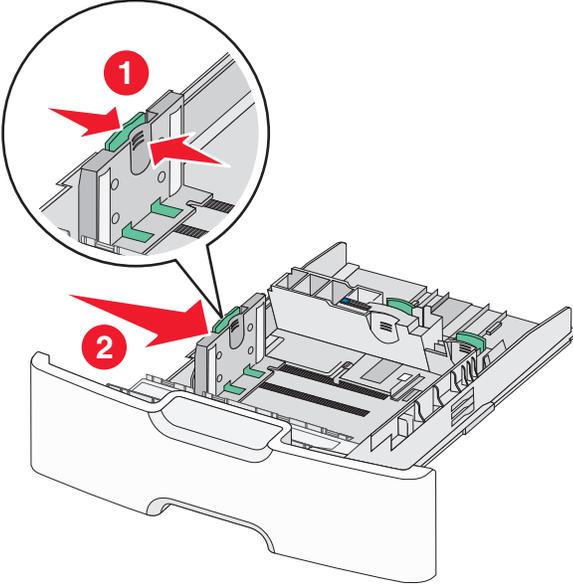
Note: Use the paper size indicators at the bottom of the tray to help position the width guide.
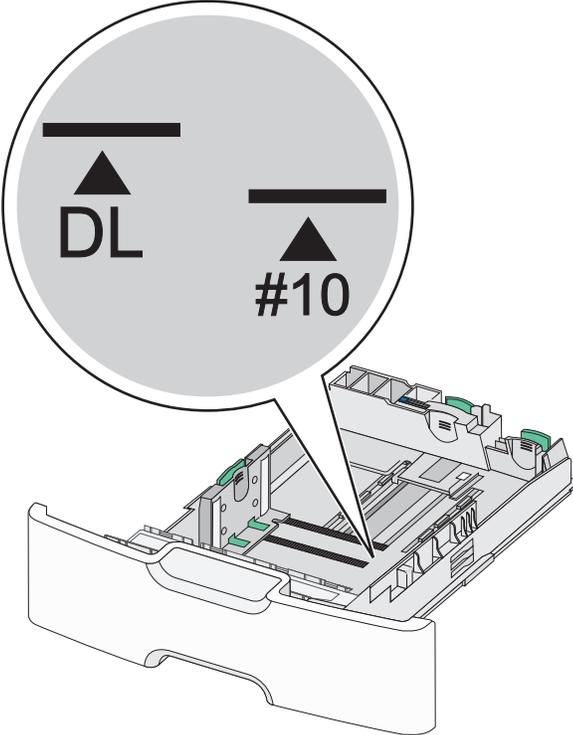
4 Squeeze and slide the secondary length guide to the correct position for the paper size you are loading.
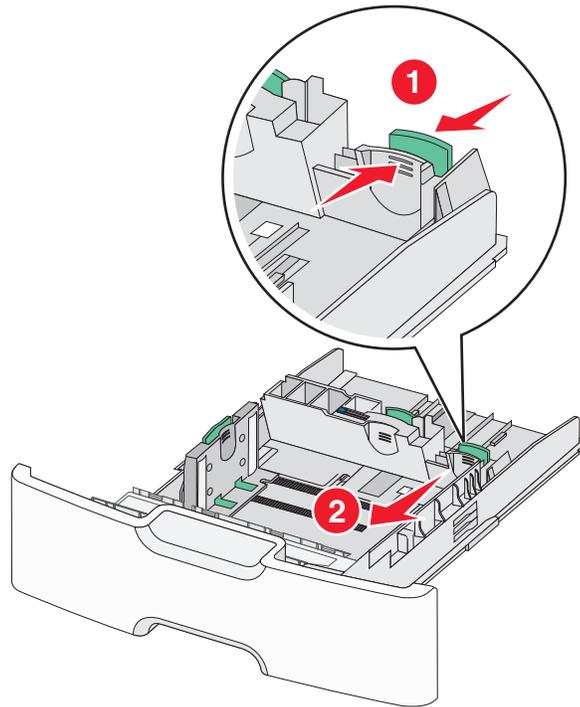
5 Flex the sheets back and forth to loosen them. Do not fold or crease the paper. Straighten the edges on a level surface.
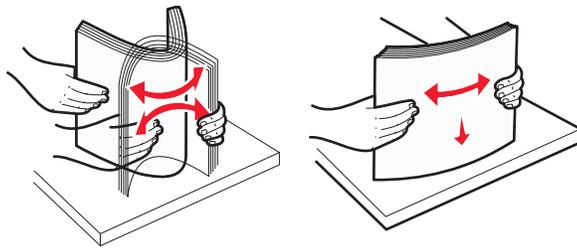
6 Load the paper stack with the recommended printable side faceup.

Notes:

- Load envelopes with the stamp side entering the printer first.
- Make sure the paper does not exceed the maximum paper fill indicator located on the side of the width guide.
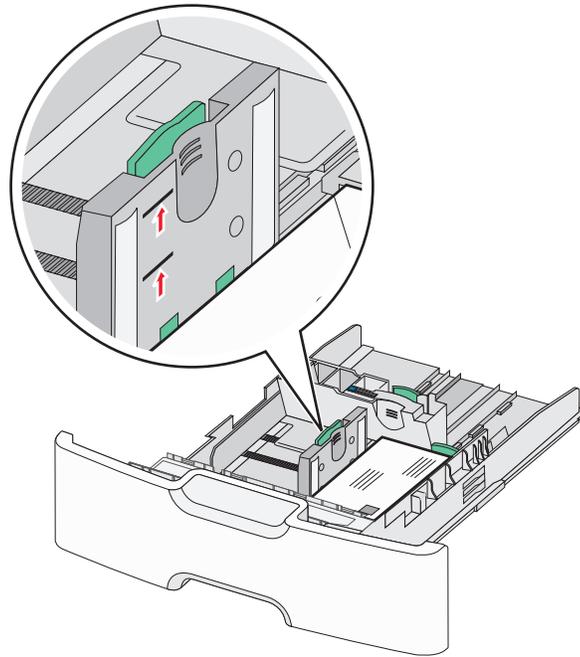
Warning—Potential Damage: Overloading the tray can cause paper jams and possible printer damage.

7 Insert the tray.
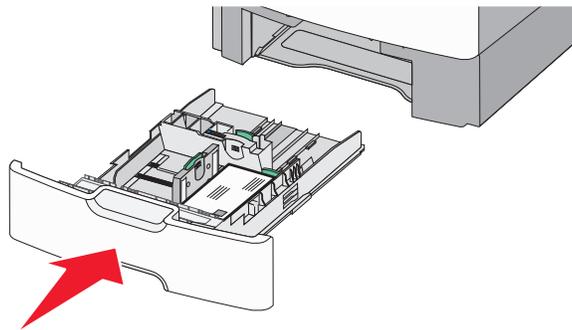
8 From the printer control panel, verify the paper size and paper type setting for the tray based on the paper you loaded.

Note: Return the secondary length guide to its original position when loading long papers such as legal, letter, and A4. Squeeze and slide the guide until it *clicks* into place.

Loading the 2,000-sheet high-capacity feeder

⚠️ **CAUTION—POTENTIAL INJURY:** To reduce the risk of equipment instability, load each paper tray separately. Keep all other trays closed until needed.

1 Pull the tray out.

2 Pull up and slide the width guide to the correct position for the paper size you are loading.
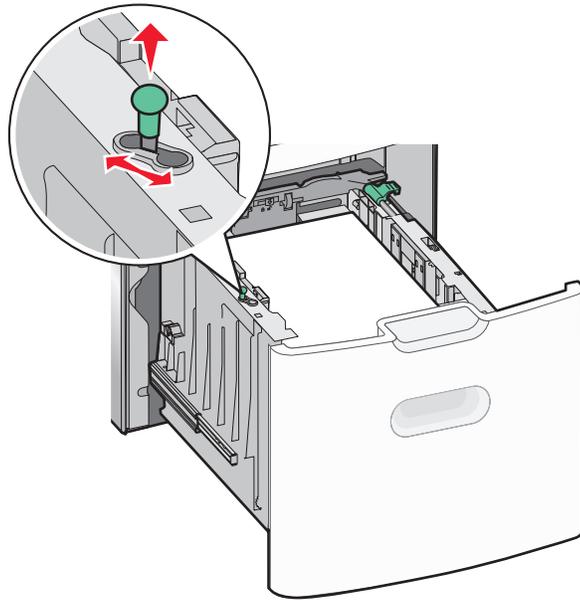
3 Unlock the length guide.
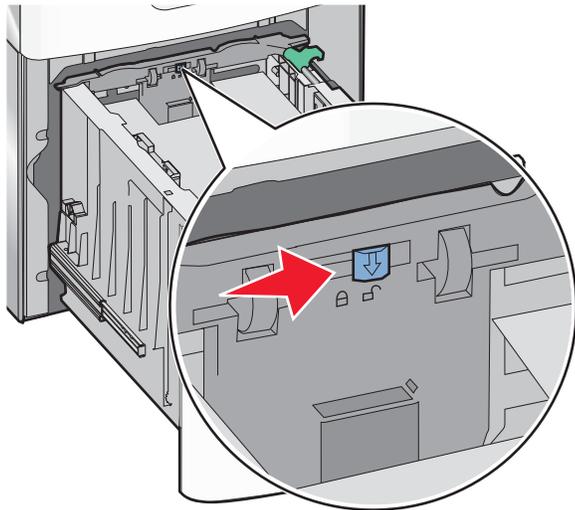
4 Push the length guide release latch to raise the length guide. Slide the guide to the correct position for the paper size you are loading, and then lock the guide.
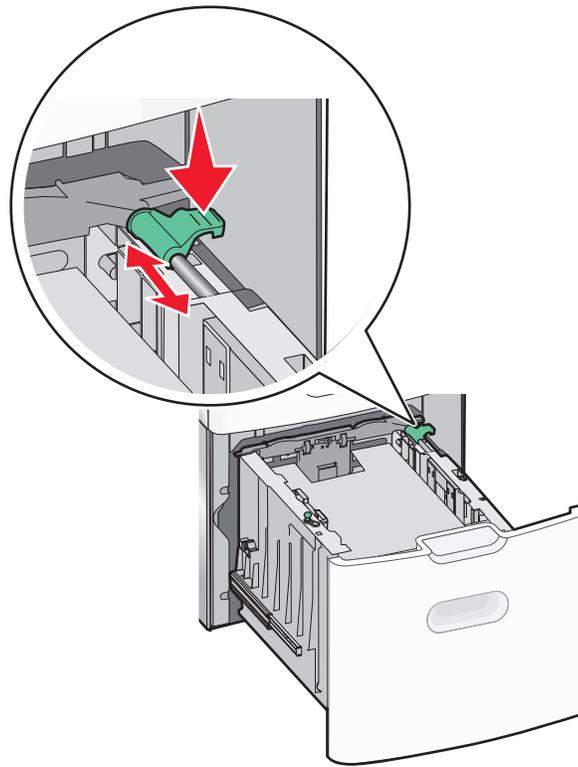
5 Flex the sheets back and forth to loosen them. Do not fold or crease the paper. Straighten the edges on a level surface.
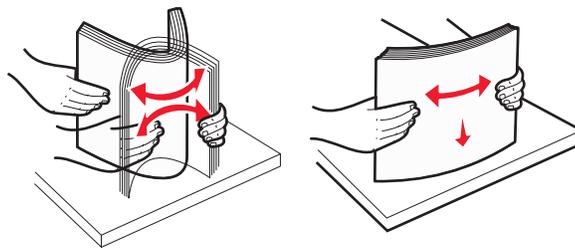
6 Load the paper stack:

- Printable side faceup for one-sided printing
- Printable side facedown for two-sided printing

One-sided printing	Two-sided printing
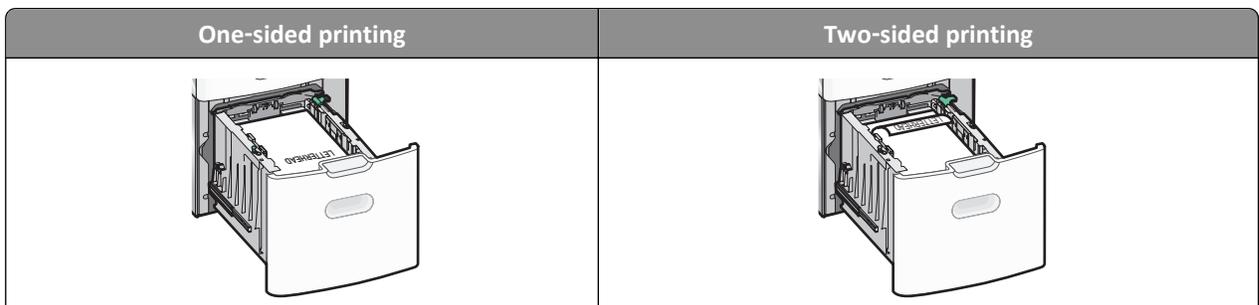
- Make sure paper does not exceed the maximum paper fill indicator located on the side of the tray.

   Warning—Potential Damage: Overloading the tray may cause paper jams and possible printer damage.
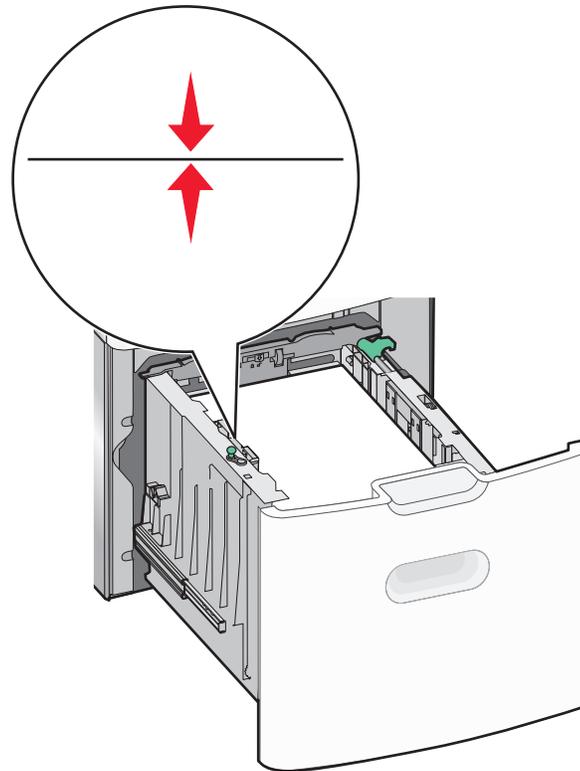
7 Insert the tray.

Loading the multipurpose feeder

The multipurpose feeder can hold approximately:

- 100 sheets of 75‑g/m^2 (20‑lb) paper
- 10 envelopes
- 75 transparencies

Note: Do not add or remove paper or specialty media while the printer prints from the multipurpose feeder or when the printer control panel indicator light is blinking. Doing so may cause a jam.
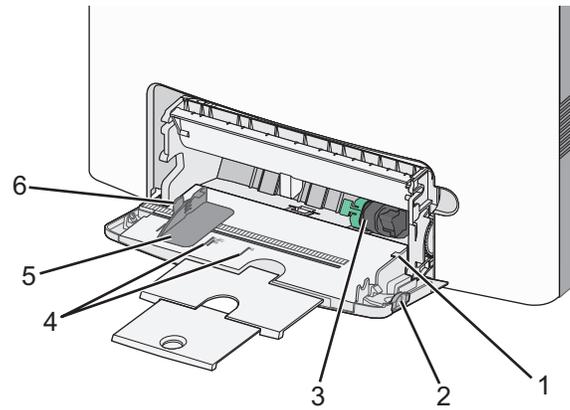
1	Maximum paper fill indicator
2	Tray release latch
3	Paper release lever
4	Paper size indicators
5	Paper width guide
6	Width guide release tab

1 Press the tray release latch to the left, and then pull the multipurpose feeder down.
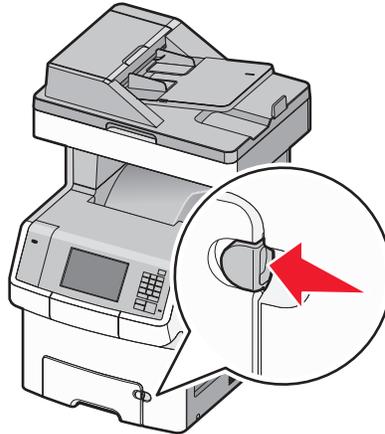
2 Gently pull the extension out until it is fully extended.
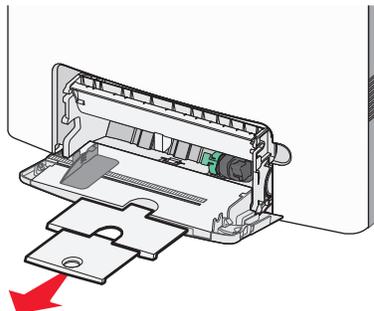
3 Flex the sheets back and forth to loosen them. Do not fold or crease the paper. Straighten the edges on a level surface.

Paper

Envelopes

Transparencies*

* Avoid touching the printable side of transparencies. Be careful not to scratch them.
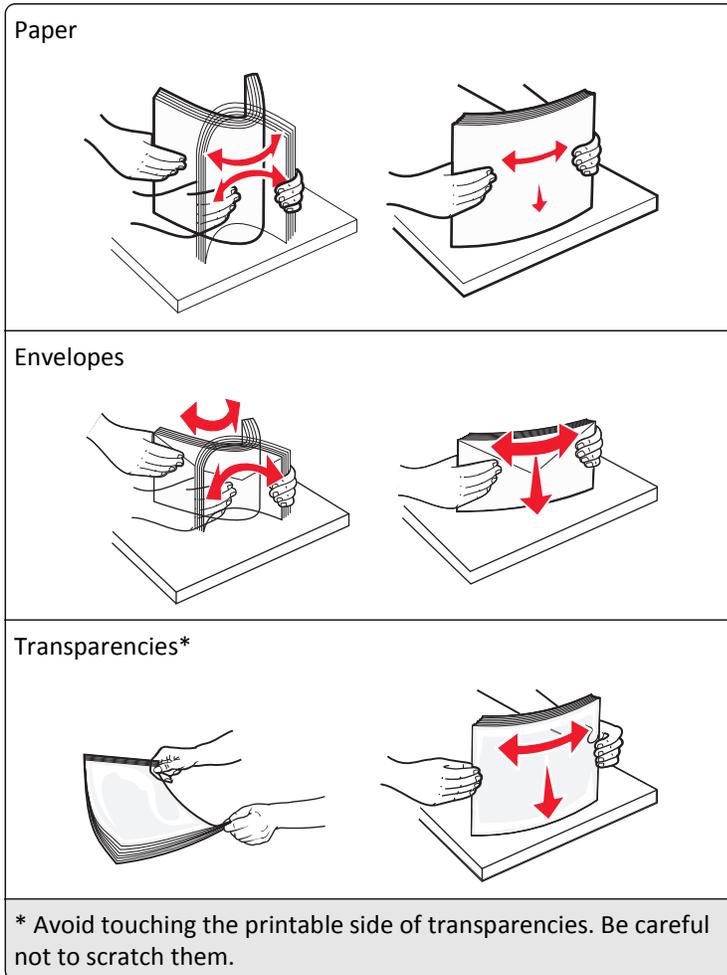
4 Load the paper or specialty media. Slide the stack into the multipurpose feeder until it comes to a stop.
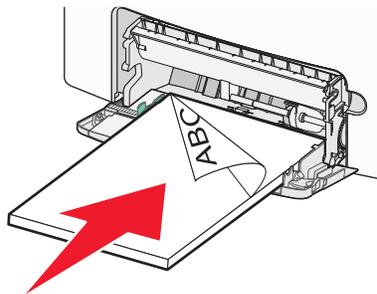
Notes:

- Make sure paper or specialty media does not exceed the maximum paper fill indicator.
- Load only one size and type of paper or specialty media at a time.
- Paper or specialty media should lie flat and fit loosely in the multipurpose feeder.
- If the paper or specialty media is pushed too far into the multipurpose feeder, then press the paper release lever to remove it.
- Load envelopes with the flap on the right side up and the stamp edge entering the printer first.

Warning—Potential Damage: Never use envelopes with stamps, clasps, snaps, windows, coated linings, or self-stick adhesives. These envelopes may severely damage the printer.
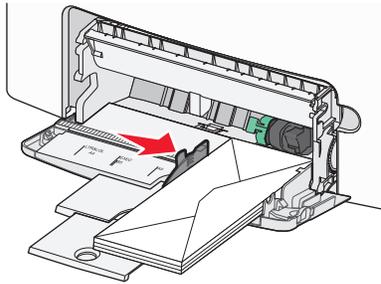
5 From the printer control panel, verify the paper size and paper type setting for the feeder based on the paper you loaded.

Linking and unlinking trays

The printer links when the specified paper size and type are the same. When a linked tray becomes empty, paper feeds from the next linked tray. To prevent trays from linking, assign a unique custom paper type name.

Unlinking trays

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **Paper Menu**.

3 Change the paper size and type settings of the tray so that they do *not* match the settings of any other tray, and then click **Submit**.

Warning—Potential Damage: Paper loaded in the tray should match the paper type name assigned in the printer. The temperature of the fuser varies according to the specified paper type. Printing issues may occur if settings are not properly configured.

Linking trays

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **Paper Menu**.

3 Change the paper type and size settings of the tray so that they match the settings of any other tray, and then click **Submit**.

Creating a custom name for a paper type

If the printer is on a network, then use the Embedded Web Server to define a name other than Custom Type [x] for each of the custom paper types loaded into the printer.

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Navigate to:

Settings > **Paper Menu** > **Custom Name** > type a name > **Submit**

Note: The custom name will replace Custom Type [x] under the Custom Types and Paper Size and Type menus.

3 Navigate to:

Custom Types > select a paper type > **Submit**

Assigning a custom paper type name

Assign a custom paper type name to a tray when linking or unlinking trays.

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **Paper Menu** > **Custom Names**.

3 Type a name for the paper type, and then click **Submit**.

4 Select a custom type, and then verify that the correct paper type is associated with the custom name.

Note: Plain Paper is the factory default paper type for all user-defined custom names.

Configuring a custom name

If the printer is on a network, then you can use the Embedded Web Server to define a name other than Custom Type [x] for each of the custom paper types loaded into the printer.

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **Paper Menu** > **Custom Types**.

3 Select a custom name you want to configure, select a paper or specialty media type, and then click **Submit**.

Paper and specialty media guidelines

Notes:

- Make sure that the paper size, type, and weight are set correctly on the computer or on the control panel.
- Flex and straighten specialty media before loading them.
- The printer may print at a reduced speed to prevent damage to the fuser.
- For more information on card stock and labels, see the *Card Stock & Label Guide* on the Lexmark support Web site at **http://support.lexmark.com**.

Paper guidelines

Paper characteristics

The following paper characteristics affect print quality and reliability. Consider these characteristics when evaluating new paper stock.

Weight

The printer can automatically feed paper weights from 60 to 220 g/m^2 (16 to 58 lb bond) grain long. Paper lighter than 60 g/m^2 (16 lb) might not be stiff enough to feed properly, causing jams. For best performance, use 75 g/m^2 (20 lb bond) grain long paper. For paper smaller than 182 x 257 mm (7.2 x 10.1 in.), we recommend 90 g/m^2 (24 lb) or heavier paper.

Note: Duplex is supported only for 63 g/m^2–170 g/m^2 (17 lb–45 lb bond) paper.

Curl

Curl is the tendency for paper to curl at its edges. Excessive curl can cause paper feeding problems. Curl can occur after the paper passes through the printer, where it is exposed to high temperatures. Storing paper unwrapped in hot, humid, cold, or dry conditions, even in the trays, can contribute to paper curling prior to printing and can cause feeding problems.

Smoothness

Paper smoothness directly affects print quality. If paper is too rough, toner cannot fuse to it properly. If paper is too smooth, it can cause paper feeding or print quality issues. Always use paper between 100 and 300 Sheffield points; however, smoothness between 150 and 200 Sheffield points produces the best print quality.

Moisture content

The amount of moisture in paper affects both print quality and the ability of the printer to feed the paper correctly. Leave paper in its original wrapper until it is time to use it. This limits the exposure of paper to moisture changes that can degrade its performance.

Condition paper before printing by storing it in its original wrapper in the same environment as the printer for 24 to 48 hours before printing. Extend the time several days if the storage or transportation environment is very different from the printer environment. Thick paper may also require a longer conditioning period.

Grain direction

Grain refers to the alignment of the paper fibers in a sheet of paper. Grain is either *grain long*, running the length of the paper, or *grain short*, running the width of the paper.

For 60 to 135 g/m^2 (16 to 36 lb bond) paper, grain long paper is recommended. For papers heavier than 135 g/m^2, grain short is recommended.

Fiber content

Most high-quality xerographic paper is made from 100% chemically treated pulped wood. This content provides the paper with a high degree of stability resulting in fewer paper feeding problems and better print quality. Paper containing fibers such as cotton can negatively affect paper handling.

Unacceptable paper

The following paper types are not recommended for use with the printer:

- Chemically treated papers used to make copies without carbon paper, also known as carbonless papers, carbonless copy paper (CCP), or no carbon required (NCR) paper
- Preprinted papers with chemicals that may contaminate the printer
- Preprinted papers that can be affected by the temperature in the printer fuser
- Preprinted papers that require a registration (the precise print location on the page) greater than ±2.3 mm (±0.9 in.), such as optical character recognition (OCR) forms

  In some cases, registration can be adjusted with a software application to successfully print on these forms.
- Coated papers (erasable bond), synthetic papers, thermal papers
- Rough-edged, rough or heavily textured surface papers, or curled papers
- Recycled papers that fail EN12281:2002 (European)
- Paper weighing less than 60 g/m^2 (16 lb)
- Multiple-part forms or documents

Selecting paper

Using the appropriate paper prevents jams and helps ensure trouble-free printing.

To help avoid paper jams and poor print quality:

- *Always* use new, undamaged paper.
- Before loading paper, know the recommended printable side of the paper. This information is usually indicated on the paper package.
- *Do not* use paper that has been cut or trimmed by hand.
- *Do not* mix paper sizes, types, or weights in the same tray; mixing results in jams.
- *Do not* use coated papers unless they are specifically designed for electrophotographic printing.

Selecting preprinted forms and letterhead

Use these guidelines when selecting preprinted forms and letterhead:

- Use grain long for 60 to 90 g/m^2 (16 to 24 lb) weight paper.
- Use only forms and letterhead printed using an offset lithographic or engraved printing process.

- Avoid papers with rough or heavily textured surfaces.

Use papers printed with heat-resistant inks designed for use in xerographic copiers. The ink must be able to withstand temperatures up to 190°C (374°F) without melting or releasing hazardous emissions. Use inks that are not affected by the resin in toner. Inks that are oxidation-set or oil-based generally meet these requirements; latex inks might not. When in doubt, contact the paper supplier.

Preprinted papers such as letterhead must be able to withstand temperatures up to 190°C (374°F) without melting or releasing hazardous emissions.

Using recycled paper and other office papers

As an environmentally conscientious company, Lexmark supports the use of recycled paper produced specifically for use in laser (electrophotographic) printers.

While no blanket statement can be made that all recycled paper will feed well, Lexmark consistently tests papers that represent recycled cut size copier papers available on the global market. This scientific testing is conducted with rigor and discipline. Many factors are taken into consideration both separately and as a whole, including the following:

- Amount of post-consumer waste (Lexmark tests up to 100% post-consumer waste content.)
- Temperature and humidity conditions (Testing chambers simulate climates from all over the world.)
- Moisture content (Business papers should have low moisture: 4–5%.)
- Bending resistance and proper stiffness means optimum feeding through the printer.
- Thickness (impacts how much can be loaded into a tray)
- Surface roughness (measured in Sheffield units, impacts print clarity and how well toner fuses to the paper)
- Surface friction (determines how easily sheets can be separated)
- Grain and formation (impacts curling, which also influences the mechanics of how the paper behaves as it moves through the printer)
- Brightness and texture (look and feel)

Recycled papers are better than ever; however, the amount of recycled content in a paper affects the degree of control over foreign matter. And while recycled papers are one good path to printing in an environmentally responsible manner, they are not perfect. The energy required to de-ink and deal with additives such as colorants and "glue" often generates more carbon emissions than does normal paper production. However, using recycled papers enables better resource management overall.

Lexmark concerns itself with the responsible use of paper in general based on life cycle assessments of its products. To gain a better understanding of the impact of printers on the environment, the company commissioned a number of life cycle assessments and found that paper was identified as the primary contributor (up to 80%) of carbon emissions caused throughout the entire life of a device (from design to end-of-life). This is due to the energy-intensive manufacturing processes required to make paper.

Thus, Lexmark seeks to educate customers and partners on minimizing the impact of paper. Using recycled paper is one way. Eliminating excessive and unnecessary paper consumption is another. Lexmark is well-equipped to help customers minimize printing and copying waste. In addition, the company encourages purchasing paper from suppliers who demonstrate their commitment to sustainable forestry practices.

Lexmark does not endorse specific suppliers, although a converter's product list for special applications is maintained. However, the following paper choice guidelines will help alleviate the environmental impact of printing:

1 Minimize paper consumption.

2 Be selective about the origin of wood fiber. Buy from suppliers who carry certifications such as the Forestry Stewardship Council (FSC) or The Program for the Endorsement of Forest Certification (PEFC). These certifications

guarantee that the paper manufacturer uses wood pulp from forestry operators that employ environmentally and socially responsible forest management and restoration practices.

3 Choose the most appropriate paper for printing needs: normal 75 or 80 g/m^2 certified paper, lower weight paper, or recycled paper.

Unacceptable paper examples

Test results indicate that the following paper types are at risk for use with laser printers:

- Chemically treated papers used to make copies without carbon paper, also known as *carbonless papers*
- Preprinted papers with chemicals that may contaminate the printer
- Preprinted papers that can be affected by the temperature in the printer fuser
- Preprinted papers that require a registration (the precise location on the page) greater than ± 2.3 mm (± 0.9 in.), such as optical character recognition (OCR) forms. In some cases, registration can be adjusted with a software application to successfully print on these forms.)
- Coated papers (erasable bond), synthetic papers, thermal papers
- Rough-edged, rough or heavily textured surface papers or curled papers
- Recycled papers that fail EN12281:2002 (European testing)
- Paper weighing less than 60 g/m^2 (16 lb)
- Multiple part forms or documents

For more information about Lexmark, visit **www.lexmark.com**. General sustainability-related information can be found at the **Environmental Sustainability** link.

Storing paper

Use these paper storage guidelines to help avoid jams and uneven print quality:

- For best results, store paper where the temperature is 21°C (70°F) and the relative humidity is 40%. Most label manufacturers recommend printing in a temperature range of 18 to 24°C (65 to 75°F) with relative humidity between 40 and 60%.
- Store paper in cartons when possible, on a pallet or shelf, rather than on the floor.
- Store individual packages on a flat surface.
- Do not store anything on top of individual paper packages.

Supported paper sizes, types, and weights

The following tables provide information on standard and optional paper sources and the sizes, types, and weights of paper they support.

Note: For an unlisted paper size, select the closest *larger* listed size.

Supported paper sizes

Paper size and dimension	Standard 550-sheet tray	Optional 550-sheet tray	Optional 2000-sheet high-capacity feeder	Multipurpose feeder	Optional 550-sheet specialty media drawer	Manual paper	Manual envelope	Duplex	ADF	Scanner glass
A4 210 x 297 mm (8.27 x 11.7 in.)	✓[2]	✓[1]	✓[1]	✓[2]	✓[1]	✓[2]	X	✓	✓[1,2,3,4]	✓[1,2,3,4]
A5 148 x 210 mm (5.83 x 8.27 in.)	✓[2]	✓[1]	X	✓[2]	✓[2]	✓[2]	X	✓	✓[1,2,3,4]	✓[1,2,3,4]
A6 105 x 148 mm (4.13 x 5.83 in.)	X		X	✓[2]	✓[2]	✓[2]	X	X	X	✓[2]
JIS B5 182 x 257 mm (7.17 x 10.1 in.)	✓[2]	✓[1]	X	✓[2]	✓[2]	✓[2]	X	✓	✓[1,2,3,4]	✓[1,2,3,4]
Letter 215.9 x 279.4 mm (8.5 x 11 in.)	✓[2]	✓[1]	✓[1]	✓[2]	✓[1]	✓[2]	X	✓	✓[1,2,3,4]	✓[1,2,3,4]
Legal 215.9 x 355.6 mm (8.5 x 14 in.)	✓[2]	✓[1]	✓[1]	✓[2]	✓[1]	✓[2]	X	✓	✓[1,2,3,4]	✓[1,2,3,4]
Executive 184.2 x 266.7 mm (7.25 x 10.5 in.)	✓[2]	✓[1]	X	✓[2]	✓[2]	✓[2]	X	✓	✓[1,2,3,4]	✓[1,2,3,4]
Oficio (México) 215.9 x 340.4 mm (8.5 x 13.4 in.)	✓[2]	✓[1]	X	✓[2]	✓[2]	✓[2]	X	✓	✓[2,3]	✓[2]
Folio 215.9 x 330.2 mm (8.5 x 13 in.)	✓[2]	✓[1]	X	✓[2]	✓[2]	✓[2]	X	✓	✓[1,2,3,4]	✓[1,2,3,4]

[1] Source supports paper size with *size sensing*.

[2] Source supports paper size without *size sensing*.

[3] Paper size is supported if set to US.

[4] Paper size is supported if set to metric.

[5] Paper size is supported if its length is between 8.27 in. (210 mm) and 14 in. (355.6 mm); and its width is between 5.5 in. (139.7 mm) and 8.5 in. (215.9 mm).

[6] This size setting formats the envelope for 215.9 x 355.6 mm (8.5 x 14 in.) unless the size is specified by the software program.

[7] Turn Size Sensing off to support universal sizes that are close to standard paper or specialty media sizes.

Paper size and dimension	Standard 550-sheet tray	Optional 550-sheet tray	Optional 2000-sheet high-capacity feeder	Multipurpose feeder	Optional 550-sheet specialty media drawer	Manual paper	Manual envelope	Duplex	ADF	Scanner glass
Statement 139.7 x 215.9 mm (5.5 x 8.5 in.)	X	X	X	√2	√2	√2	X	√	√ 1,2,3,4	√ 1,2,3,4
Universal[7] 148 x 210 mm to 215.9 x 355.6 mm (5.83 x 8.27 in. to 8.5 x 14 in.)	√2	√1	X	√1	√	√2	X	√5	√2	√2
Universal[7] 76.2 x 127 mm (3 x 5 in.) to 215.9 x 1219.2 mm (8.5 x 48 in.)	X	X	X	√2	X	X	X	X	X	X
7 3/4 Envelope (Monarch) 98.4 x 190.5 mm (3.875 x 7.5 in.)	X	X	X	√2	√2	X	√2	X	X	X
9 Envelope 98.4 x 226.1 mm (3.875 x 8.9 in.)	X	X	X	√2	√2	X	√2	X	X	X
Com 10 Envelope 104.8 x 241.3 mm (4.12 x 9.5 in.)	X	X	X	√2	√1	X	√2	X	X	X
DL Envelope 110 x 220 mm (4.33 x 8.66 in.)	X	X	X	√2	√1	X	√2	X	X	X
C5 Envelope 162 x 229 mm (6.38 x 9.01 in.)	X	X	X	√2	√1	X	√2	X	X	X
B5 Envelope 176 x 250 mm (6.93 x 9.84 in.)	X	X	X	√2	√2	X	√2	X	X	X
Other Envelope[6] 85.7 x 165 mm to 215.9 x 355.6 mm (3.375 x 6.50 in. to 8.5 x 14 in.)	X	X	X	√2	√2	X	√2	X	X	X

[1] Source supports paper size with *size sensing*.

[2] Source supports paper size without *size sensing*.

[3] Paper size is supported if set to US.

[4] Paper size is supported if set to metric.

[5] Paper size is supported if its length is between 8.27 in. (210 mm) and 14 in. (355.6 mm); and its width is between 5.5 in. (139.7 mm) and 8.5 in. (215.9 mm).

[6] This size setting formats the envelope for 215.9 x 355.6 mm (8.5 x 14 in.) unless the size is specified by the software program.

[7] Turn Size Sensing off to support universal sizes that are close to standard paper or specialty media sizes.

Supported paper types and weights

The printer supports 60–220‑g/m^2 (16–58‑lb) paper weights.

Note: Labels, transparencies, envelopes, and card stock always print at reduced speed.

Paper type	Standard or optional 550‑sheet tray	Optional 550‑sheet specialty media drawer	Optional 2,000‑sheet high‑capacity feeder	Multipurpose feeder	Manual Paper	Manual Envelope	Duplex
Paper • Plain • Bond • Colored • Letterhead • Preprinted • Light • Glossy • Heavy • Heavy Glossy • Recycled	✓	✓	✓	✓	✓	X	✓
Card stock	✓	✓	X	✓	✓	X	X
Transparencies	✓	✓	X	✓	✓	X	X
Labels • Paper • Vinyl	✓	✓	X	✓	✓	X	X
Envelopes	X	✓	X	✓	X	✓	X
Custom Type [x]	✓	✓	✓	✓	✓	✓	✓
Rough/Cotton	✓	✓	✓	✓	✓	X	✓

Printing

Printing forms and a document

Printing forms

Use Forms and Favorites to quickly and easily access frequently used forms or other information that is regularly printed. Before you can use this application, first set it up on the printer. For more information, see "Setting up Forms and Favorites" on page 20.

1 From the home screen, navigate to:

Forms and Favorites > select the form from the list > enter the number of copies > adjust other settings

2 Apply the changes.

Printing a document

1 From the Paper menu on the printer control panel, set the paper type and size to match the paper loaded.

2 Send the print job:

For Windows users

a With a document open, click **File** > **Print**.

b Click **Properties**, **Preferences**, **Options**, or **Setup**.

c Adjust the settings, if necessary.

d Click **OK** > **Print**.

For Macintosh users

a Customize the settings in the Page Setup dialog:

    1 With a document open, choose **File** > **Page Setup**.

    2 Choose a paper size or create a custom size to match the paper loaded.

    3 Click **OK**.

b Customize the settings in the Print dialog:

    1 With a document open, choose **File** > **Print**.
    If necessary, click the disclosure triangle to see more options.

    2 From the Print dialog and pop-up menus, adjust the settings if necessary.

       Note: To print on a specific paper type, adjust the paper type setting to match the paper loaded, or select the appropriate tray or feeder.

    3 Click **Print**.

Printing in black and white

From the home screen, navigate to:

> **Settings** > **Print Settings** > **Quality Menu** > **Print Mode** > **Black Only** > **Submit**

Adjusting toner darkness

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **Print Settings** > **Quality Menu** > **Toner Darkness**.

3 Adjust the toner darkness setting.

4 Click **Submit**.

Using Max Speed and Max Yield

The Max Speed and Max Yield settings let you choose between a faster print speed or a higher toner yield. Max Yield is the factory default setting.

- **Max Speed**—This lets you print in either black or color depending on what is set in the printer driver. The printer prints in color unless Black Only is selected in the printer driver.
- **Max Yield**—This lets you switch from black to color based on the color content found on each page. Frequent color mode switching can result in slower printing if the content of pages is mixed.

Using the Embedded Web Server

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **Print Settings** > **Setup Menu**.

3 From the Printer Usage list, select **Max Speed** or **Max Yield**.

4 Click **Submit**.

Using the printer control panel

1 From the home screen, navigate to:

> **Settings** > **Print Settings** > **Setup Menu**

2 From the Printer Usage list, select **Max Speed** or **Max Yield**.

3 Touch **Submit**.

Printing from a mobile device

For the list of supported mobile devices and to download a compatible mobile printing application, visit **http://lexmark.com/mobile**.

Note: Mobile printing applications may also be available from your mobile device manufacturer.

Printing from a flash drive

Printing from a flash drive

Notes:

- Before printing an encrypted PDF file, you will be prompted to enter the file password from the printer control panel.
- You cannot print files for which you do not have printing permissions.

1 Insert a flash drive into the USB port.
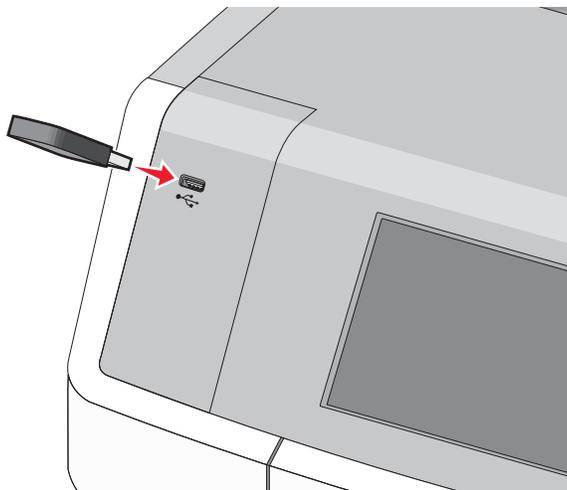
Notes:

- A flash drive icon appears on the home screen and in the held jobs icon when a flash drive is installed.
- If you insert the flash drive when the printer requires attention, such as when a jam has occurred, then the printer ignores the flash drive.
- If you insert the flash drive while the printer is processing other print jobs, then `Busy` appears. After these print jobs are processed, you may need to view the held jobs list to print documents from the flash drive.

Warning—Potential Damage: Do not touch the USB cable, any network adapter, any connector, the memory device, or the printer in the areas shown while actively printing, reading, or writing from the memory device. A loss of data can occur.

2 From the printer control panel, touch the document you want to print.

3 Touch the arrows to specify the number of copies for printing, and then touch **Print**.

   Notes:

   - Do not remove the flash drive from the USB port until the document has finished printing.
   - If you leave the flash drive in the printer after leaving the initial USB menu screen, then you can still print files from the flash drive as held jobs.

Supported flash drives and file types

Flash drive	File type
- Lexar JumpDrive 2.0 Pro (256MB, 512MB, or 1GB sizes) - SanDisk Cruzer Mini (256MB, 512MB, or 1GB sizes) **Notes:** - Hi-Speed USB flash drives must support the full-speed standard. Devices supporting only USB low-speed capabilities are not supported. - USB flash drives must support the File Allocation Table (FAT) system. Devices formatted with New Technology File System (NTFS) or any other file system are not supported.	Documents: - .pdf - .xps Images: - .dcx - .gif - .JPEG or .jpg - .bmp - .pcx - .TIFF or .tif - .png - .fls

Printing confidential and other held jobs

Storing print jobs in the printer

1 From the printer control panel, navigate to:

⊞ > **Security** > **Confidential Print**

Print job type	Description
Confidential	Lets you hold print jobs in the computer until you enter the PIN from the printer control panel **Note:** The PIN is set from the computer. It must be four digits, using the numbers 0–9.
Verify	Lets you print one copy of a print job while the printer holds the remaining copies. It allows you to examine if the first copy is satisfactory. The print job is automatically deleted from the printer memory once all copies are printed.
Reserve	Lets you store print jobs for printing at a later time. The print jobs are held until deleted from the Held Jobs menu.
Repeat	Lets you print *and* store print jobs in the printer memory for reprinting.

Notes:

- You can set the printer to store print jobs in the printer memory until you start the print job from the printer control panel. All print jobs that can be initiated by the user at the printer are called *held jobs*.
- Confidential, Verify, Reserve, and Repeat print jobs may be deleted if the printer requires extra memory to process additional held jobs.

2 Touch **Submit**.

Printing confidential and other held jobs

Note: Confidential and Verify print jobs are automatically deleted from memory after printing. Repeat and Reserve jobs are *held* in the printer until you delete them.

For Windows users

1 With a document open, click **File** > **Print**.

2 Click **Properties**, **Preferences**, **Options**, or **Setup**.

3 Click **Print and Hold**.

4 Select the print job type (Confidential, Repeat, Reserve, or Verify), and then assign a user name. For a confidential print job, also enter a four-digit PIN.

5 Click **OK** or **Print**.

6 From the printer home screen, release the print job.

- For confidential print jobs, navigate to:

  Held jobs > select your user name > **Confidential Jobs** > enter the PIN > **Print**

- For other print jobs, navigate to:

  Held jobs > select your user name > select the print job > specify the number of copies > **Print**

For Macintosh users

1 With a document open, choose **File** > **Print**.

If necessary, click the disclosure triangle to see more options.

2 From the print options or Copies & Pages pop-up menu, choose **Job Routing**.

3 Select the print job type (Confidential, Repeat, Reserve, or Verify), and then assign a user name. For a confidential print job, also enter a four-digit PIN.

4 Click **OK** or **Print**.

5 From the printer home screen, release the print job.

- For confidential print jobs, navigate to:

  Held jobs > select your user name > **Confidential Jobs** > enter the PIN > **Print**

- For other print jobs, navigate to:

  Held jobs > select your user name > select the print job > specify the number of copies > **Print**

Printing information pages

Printing a font sample list

1 From the home screen, navigate to:

 > **Reports** > **Print Fonts**

2 Touch **PCL Fonts** or **PostScript Fonts**.

Printing a directory list

A directory list shows the resources stored in a flash memory or on the printer hard disk.

From the home screen, navigate to:

 > **Reports** > **Print Directory**

Printing on specialty media

Tips on using letterhead

- Use letterhead designed specifically for laser printers.
- Print samples on the letterhead being considered for use before buying large quantities.

- Before loading letterhead, flex the stack to prevent sheets from sticking together.
- Page orientation is important when printing on letterhead. For information on how to load letterhead, see:
    - "Loading the standard or optional 550-sheet tray" on page 57
    - "Loading the multipurpose feeder" on page 69

Tips on using transparencies

Print samples on the transparencies being considered for use before buying large quantities.

When printing on transparencies:

- Feed transparencies from any tray or drawer, except the optional 2,000-sheet high-capacity feeder.
- Use transparencies designed specifically for laser printers. Check with the manufacturer or vendor to ensure transparencies are able to withstand temperatures up to 170°C (338°F) without melting, discoloring, offsetting, or releasing hazardous emissions.
- To prevent print quality problems, avoid getting fingerprints on the transparencies.
- Before loading transparencies, flex the stack to prevent sheets from sticking together.
- We recommend Lexmark part number 12A8240 for letter-size transparencies and Lexmark part number 12A8241 for A4-size transparencies.

Tips on using envelopes

Print samples on the envelopes being considered for use before buying large quantities.

- Use envelopes designed specifically for laser/LED printers. Check with the manufacturer or vendor to ensure that the envelopes can withstand temperatures up to 220°C (446°F) without sealing, wrinkling, curling excessively, or releasing hazardous emissions.
- For best performance, use envelopes made from 90 g/m^2 (24 lb bond) paper or 25% cotton. All-cotton envelopes must not exceed 70 g/m^2 (20 lb bond) weight.
- Use only new envelopes from undamaged packages.
- To optimize performance and minimize jams, do not use envelopes that:
    - Have excessive curl or twist
    - Are stuck together or damaged in any way
    - Have windows, holes, perforations, cutouts, or embossing
    - Have metal clasps, string ties, or folding bars
    - Have an interlocking design
    - Have postage stamps attached
    - Have any exposed adhesive when the flap is in the sealed or closed position
    - Have bent corners
    - Have rough, cockle, or laid finishes
- Adjust the width guides to fit the width of the envelopes.

Note: A combination of high humidity (over 60%) and the high printing temperature may wrinkle or seal envelopes.

Tips on using labels

Notes:

- Single-sided paper labels designed for laser/LED printers are supported for occasional use.
- It is recommended to print no more than 20 pages of paper labels a month.
- Vinyl, pharmacy, and dual-sided labels are not supported.

For detailed information on label printing, characteristics, and design, see the *Card Stock & Label Guide* available on the Lexmark Web site at **http://support.lexmark.com**.

When printing on labels:

- Use labels designed specifically for laser/LED printers. Check with the manufacturer or vendor to verify that:
  - The labels can withstand temperatures up to 210°C (410°F) without sealing, excessive curling, wrinkling, or releasing hazardous emissions.

    Note: Labels can be printed at a higher fusing temperature up to 220°C (428°F) if Label Weight is set to Heavy. Select this setting using the Embedded Web Server, or from the printer control panel Paper menu.

  - Label adhesives, face sheet (printable stock), and topcoats can withstand up to 25 psi (172 kPa) pressure without delaminating, oozing around the edges, or releasing hazardous fumes.
- Do not use labels with slick backing material.
- Use full label sheets. Partial sheets may cause labels to peel off during printing, resulting in a jam. Partial sheets also contaminate the printer and the cartridge with adhesive, and could void the printer and cartridge warranties.
- Do not use labels with exposed adhesive.
- Do not print within 1 mm (0.04 in.) of the edge of the label, of the perforations, or between die-cuts of the label.
- Be sure adhesive backing does not reach to the sheet edge. Zone coating of the adhesive at least 1 mm (0.04 in.) away from edges is recommended. Adhesive material contaminates the printer and could void the warranty.
- If zone coating of the adhesive is not possible, then remove a 1.6 mm (0.06 in.) strip on the leading and driver edge, and use a non-oozing adhesive.
- Portrait orientation works best, especially when printing bar codes.

Tips on using card stock

Card stock is heavy, single-ply specialty media. Many of its variable characteristics, such as moisture content, thickness, and texture, can significantly impact print quality. Print samples on the card stock being considered for use before buying large quantities.

- From the Paper menu, set the Paper Type to Card Stock.
- Select the appropriate Paper Texture setting.
- Be aware that preprinting, perforation, and creasing may significantly affect the print quality and cause jams or other paper handling problems.
- Check with the manufacturer or vendor to ensure the card stock can withstand temperatures up to 220°C (446°F) without releasing hazardous emissions.
- Do not use preprinted card stock manufactured with chemicals that may contaminate the printer. Preprinting introduces semi-liquid and volatile components into the printer.
- Use grain short card stock when possible.

Canceling a print job

Canceling a print job from the printer control panel

1 From the printer control panel, touch **Cancel Job** or press ❌ on the keypad.

2 Touch the print job you want to cancel, and then touch **Delete Selected Jobs**.

  Note: If you press ❌ on the keypad, then touch **Resume** to return to the home screen.

Canceling a print job from the computer

For Windows users

1 Open the printers folder, and then select your printer.

2 From the print queue, select the print job you want to cancel, and then delete it.

For Macintosh users

1 From System Preferences in the Apple menu, navigate to your printer.

2 From the print queue, select the print job you want to cancel, and then delete it.

Copying
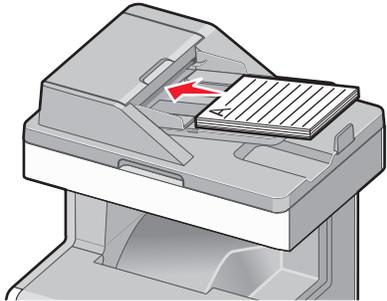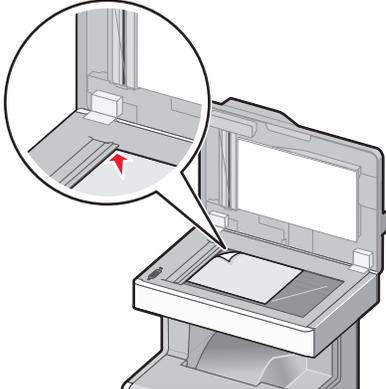
Automatic document feeder (ADF)	Scanner glass
Use the ADF for multiple-page documents.	Use the scanner glass for single-page documents, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings).

Making copies

Making a quick copy

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Notes:

- When loading a document into the ADF, adjust the paper guides.
- Make sure the size of the original document and the copy paper size are the same. Failure to set the proper size may result in a cropped image.
- Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 From the printer control panel, press ◇ to start copying.

Copying using the ADF

1 Load an original document faceup, short edge first into the ADF.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 Adjust the paper guides.

3 From the home screen, navigate to:

Copy > change the copy settings > **Copy It**

Copying using the scanner glass

1 Place an original document facedown on the scanner glass in the upper left corner.

2 From the home screen, navigate to:

Copy > change the copy settings > **Copy It**

3 If you have more pages to scan, then place the next document on the scanner glass, and then touch **Scan the Next Page**.

4 Touch **Finish the Job** to return to the home screen.

Copying film photos

1 Place a photo facedown on the upper left corner of the scanner glass.

2 From the home screen, navigate to:

Copy > **Content** > **Photo** > ✅ > **Photo/Film** > ✅ > **Copy It**

3 Touch **Scan the Next Page** or **Finish the Job**.

Copying on specialty media

Copying on transparencies

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Copy > **Copy from** > select the size of the original document > ✅

4 Touch **Copy to** > select the tray that contains transparencies > **Copy It**.

5 If there are no trays that support transparencies, then select **Manual Feeder** and then touch ✅.

6 Select the desired size of the transparencies, and then select a Manual Feeder type.

7 Load transparencies in the multipurpose feeder, and then touch **Copy It**.

Copying on letterhead

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Copy > **Copy from** > size of the original document > **Copy to** > **Manual Feeder**

4 Place the letterhead faceup, top edge first in the multipurpose feeder.

5 Select the size of the letterhead.

6 Navigate to:

Continue > **Letterhead** > **Continue** > **Copy It**

Customizing copy settings

Copying in black and white

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Copy > **Allow color copies** > **Off** > > **Submit**

Copying to a different size

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 On the home screen, touch **Copy**.

4 Touch **Copy from** > select the size of the original document > .

5 Touch **Copy to** > select the size of the copy > .

Note: The printer will scale the size automatically.

6 Touch **Copy It**.

Making copies using paper from a selected tray

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Copy > **Copy from** > size of the original document > **Copy to**

4 Touch **Manual Feeder** or select the tray that contains the paper type you want to use.

Note: If you choose Manual Feeder, then you will also need to select the paper size and type.

5 Touch **Copy It**.

Copying different paper sizes

Use the ADF to copy original documents with different paper sizes. Depending on the paper sizes loaded and the "Copy to" and "Copy from" settings, each copy is either printed on mixed paper sizes (Example 1) or scaled to fit a single paper size (Example 2).

Example 1: Copying on mixed paper sizes

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Copy > **Copy from** > **Mixed Sizes** > ✔ > **Copy to** > **Auto Size Match** > ✔ > **Copy It**

The scanner identifies the different paper sizes as they are scanned. Copies are printed on mixed paper sizes corresponding to the paper sizes of the original document.

Example 2: Copying on a single paper size

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Copy > **Copy from** > **Mixed Sizes** > ✔ > **Copy to** > **Letter** > ✔ > **Copy It**

The scanner identifies the different paper sizes as they are scanned, and then scales the mixed paper sizes to fit on the paper size selected.

Copying on both sides of the paper (duplexing)

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 On the home screen, touch **Copy**.

4 From the Sides (Duplex) area, touch the button for your preferred duplexing method.

The first number represents sides of the original documents; the second number represents sides of the copy. For example, select 1‑sided to 2‑sided if you have 1‑sided original documents and you want 2‑sided copies.

5 Touch ✓, and then **Copy It**.

Reducing or enlarging copies

Copies can be reduced to 25% of the original document size or enlarged to 400% of the original document size. The factory default setting for Scale is Auto. If you leave Scale set to Auto, the content of your original document will be scaled to fit the size of the paper onto which you are copying.

To reduce or enlarge a copy:

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 On the home screen, touch **Copy**.

4 From the Scale area, touch the arrows to enlarge or reduce your copies.

Touching "Copy to" or "Copy from" after setting Scale manually changes the scale value back to Auto.

5 Touch **Copy It**.

Adjusting copy quality

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Copy > **Content**

4 Touch the button that best represents the content type of the document you are copying:

- **Text**—Use when the content of the original document is mostly text or line art.
- **Graphics**—Use when the original document is mostly business‑type graphics such as pie charts, bar charts, and animations.
- **Text/Photo**—Use when the original document is a mixture of text, graphics, and photos.
- **Photo**—Use when the original document is mostly a photo or an image.

5 Touch ✓.

6 Touch the button that best represents the content source of the document you are copying:

- **Color Laser**—Use when the original document was printed using a color laser printer.
- **Black/White Laser**—Use when the original document was printed using a mono laser printer.
- **Inkjet**—Use when the original document was printed using an inkjet printer.

- **Photo/Film**—Use when the original document is a photo from film.
- **Magazine**—Use when the original document is from a magazine.
- **Newspaper**—Use when the original document is from a newspaper.
- **Press**—Use when the original document was printed using a printing press.
- **Other**—Use when the original document was printed using an alternate or unknown printer.

7 Touch ✅ > **Copy It**.

Collating copies

If you print multiple copies of a document, then you can choose to print each copy as a set (collated) or to print the copies as groups of pages (not collated).

Collated   **Not collated**
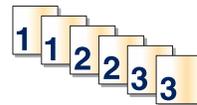
By default, Collate is set to On. If you do not want to collate your copies, then change the setting to Off:

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

   Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

   Copy > enter the number of copies > **Collate** > **Off** > ✅ > **Copy It**

Placing separator sheets between copies

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

   Notes:

   - If you are loading a document into the ADF, then adjust the paper guides.
   - Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 From the home screen, navigate to:

   Copy > **Advanced Options** > **Separator Sheets**

   Note: Set Collate to On to place the separator sheets between copies. If Collate is set to Off, then the separator sheets are added to the end of the print job.

3 Select one of the following:

   - **Between Copies**
   - **Between Jobs**

- **Between Pages**
- **Off**

4 Touch ✅ > **Copy It**.

Copying multiple pages onto a single sheet

In order to save paper, you can copy either two or four consecutive pages of a multiple-page document onto a single sheet of paper.

Notes:

- The Paper Size must be set to Letter, Legal, A4, or JIS B5.
- The Copy Size must be set to 100%.

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Copy > **Advanced Options** > **Paper Saver** > select desired output > ✅ > **Copy It**

Creating a custom copy job (job build)

The custom copy job or job build is used to combine one or more sets of original documents into a single copy job. Each set may be scanned using different job parameters. When a copy job is submitted and Custom Job is enabled, the scanner scans the first set of original documents using the supplied parameters, and then it scans the next set with the same or different parameters.

The definition of a set depends on the scan source:

- If you scan a document on the scanner glass, then a set consists of one page.
- If you scan multiple pages using the ADF, then a set consists of all scanned pages until the ADF becomes empty.
- If you scan one page using the ADF, then a set consists of one page.

For example:

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Copy > **Options** > **Custom Job** > **On** > **Done** > **Copy It**

When the end of a set is reached, the scan screen appears.

4 Load the next document faceup, short edge first into the ADF or facedown on the scanner glass, and then touch **Scan the Automatic Document Feeder** or **Scan the flatbed**.

  Note: If required, change the job settings.

5 If you have another document to scan, then repeat the previous step. Otherwise, touch **Finish the job**.

Placing information on copies

Placing the date and time at the top of each page

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

  Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

  Copy > **Advanced Options** > **Header/Footer**

4 Pick an area of the page where you want to place the date and time.

5 Touch **Yes** or **No** > ✓ > **Copy It**.

Placing an overlay message on each page

An overlay message can be placed on each page. The message choices are Urgent, Confidential, Copy, Custom or Draft. To place a message on the copies:

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

  Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

  Copy > **Advanced Options** > **Overlay** > select overlay message > ✓.

4 Touch **Copy It**.

Canceling a copy job

Canceling a copy job while the document is in the ADF

When the ADF begins processing a document, the scanning screen appears. To cancel the copy job, touch **Cancel Job** on the touch screen.

A "Canceling scan job" screen appears. The ADF clears all pages in the ADF and cancels the job.

Canceling a copy job while copying pages using the scanner glass

Touch **Cancel Job** on the touch screen.

A "Canceling scan job" screen appears. Once the job is canceled, the copy screen appears.

Canceling a copy job while pages are being printed

1 From the printer control panel, touch **Cancel Job** or press ![x] on the keypad.

2 Touch the job you want to cancel, and then touch **Delete Selected Jobs**.

Note: If you press ![x] on the keypad, then touch **Resume** to return to the home screen.

Understanding the copy screens and options

Copy from

This option opens a screen where you can enter the paper size of the original document.

- Touch a paper size that matches the original document.
- Touch **Mixed Sizes** to copy an original document that contains mixed paper sizes with the same width.
- Touch **Auto Size Sense** to allow the scanner to automatically determine the size of the original document.

Copy to

This option opens a screen where you can enter the paper size and type on which your copies will be printed.

- Touch the paper size and type that matches the paper loaded.
- If the settings for "Copy from" and "Copy to" are different, then the printer automatically adjusts the Scale setting to accommodate the difference.
- If the paper type or size that you want to copy onto is not loaded in one of the trays, then touch **Manual Feeder**, and manually load the paper in the multipurpose feeder.
- When "Copy to" is set to Auto Size Match, each copy matches the paper size of the original document. If a matching paper size is not in one of the trays, then `Paper size not found` appears and prompts to load a paper in a tray or multipurpose feeder.

Copies

This option allows you to set the number of copies to be printed.

Scale

This option creates an image from your copy that is proportionally scaled anywhere between 25% and 400%. Scale can also be set for you automatically.

- When you want to copy from one size of paper to another, such as from legal-size to letter-size paper, setting the "Copy from" and "Copy to" paper sizes automatically changes the scale to keep all the original document information on your copy.
- Touch the left arrow to decrease the value by 1%; touch the right arrow to increase the value by 1%.
- Hold your finger on an arrow to make a continuous increment change.
- Hold your finger on an arrow for two seconds to cause the pace of the change to accelerate.

Darkness

This option adjusts how light or dark your copies will turn out in relation to the original document.

Sides (Duplex)

Use this option to select duplex settings. You can print copies on one or two sides, make two-sided copies (duplex) of two-sided original documents, make two-sided copies from one-sided original documents, or make one-sided copies (simplex) from two-sided original documents.

Collate

This option keeps the pages of a print job stacked in sequence when printing multiple copies of the document. The factory default setting for Collate is on; the output pages of your copies will be ordered (1,2,3) (1,2,3) (1,2,3). If you want all the copies of each page to remain together, turn Collate off, and your copies will be ordered (1,1,1) (2,2,2) (3,3,3).

Content

This option lets you set the original document type and source.

Choose content type from Text, Text/Photo, Photo, or Graphics.

- **Text**—Use when the content of the original document is mostly text or line art.
- **Graphics**—Use when the original document is mostly business-type graphics such as pie charts, bar charts, and animations.
- **Text/Photo**—Use when the original document is a mixture of text, graphics, and photos.
- **Photo**—Use when the original document is mostly a photo or an image.

Choose content source from Color Laser, Black/White Laser, Inkjet, Photo/Film, Magazine, Newspaper, Press, or Other.

- **Color Laser**—Use when the original document was printed using a color laser printer.
- **Black/White Laser**—Use when the original document was printed using a mono laser printer.
- **Inkjet**—Use when the original document was printed using an inkjet printer.
- **Photo/Film**—Use when the original document is a photo from film.
- **Magazine**—Use when the original document is from a magazine.
- **Newspaper**—Use when the original document is from a newspaper.

- **Press**—Use when the original document was printed using a printing press.
- **Other**—Use when the original document was printed using an alternate or unknown printer.

Color

This option enables or disables color for the scanned image.

Advanced Options

Touching the Advanced Options button opens a screen where you can change the following settings:

- **Advanced Duplex**—Use to specify the document orientation, whether documents are one-sided or two-sided, and how documents are bound.

  Note: Some Advanced Duplex options are available only on select printers.

- **Advanced Imaging**—Use to change or adjust Auto Center, Background Removal, Color Balance, Color Dropout, Contrast, Mirror Image, Negative Image, Scan Edge to Edge, Shadow Detail, Sharpness, and Temperature settings before you copy the document.
- **Create Booklet**—Use to create a booklet. You can choose between 1-sided and 2-sided.

  Note: This option appears only when a print duplexer and printer hard disk are installed.

- **Cover Page Setup**—Use to set copy cover page and booklet cover page.
- **Custom Job**—Use to combine multiple scanning jobs into a single job.
- **Edge Erase**—Use to eliminate smudges or information around the edges of a document. You can choose to eliminate an equal area around all four sides of the paper, or pick a particular edge. Edge Erase will erase whatever is within the area selected, leaving nothing on that portion of the scan.
- **Header/Footer**—Use to turn on Date/Time, Page number, Bates number, or Custom text, and prints them in the specified header or footer location.
- **Margin Shift**—Use to increase the size of the margin of a specified distance by shifting the scanned image. This can be useful in providing space to bind or hole-punch copies. Use the increase or decrease arrows to set how much of a margin you want. If the additional margin is too large, then the copy will be cropped.
- **Overlay**—Use to create a watermark (or message) that overlays the content of your copy. You can choose from Urgent, Confidential, Copy, and Draft, or you can enter a custom message in the "Enter custom text" field. The word you pick will appear, faintly, in large print across each page.

  Note: A custom overlay can also be created by your system support person. When a custom overlay is created, a button with an icon of that overlay will be available.

- **Paper Saver**—Use to print two or more sheets of an original document together on the same page. Paper Saver is also called N-up printing. The N stands for Number. For example, 2-up would print two pages of your document on a single page, and 4-up would print four pages of your document on a single page. Touching Print Page Borders adds or removes the outline border surrounding the original document pages on the output page.
- **Separator Sheets**—Use to place a blank piece of paper between copies, pages, or print jobs. The separator sheets can be drawn from a tray that contains a type or color of paper that is different from the paper your copies are printed on.

Save As Shortcut

This option allows the current settings to be saved as a shortcut by assigning a number.

E-mailing
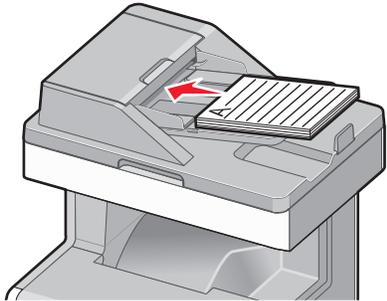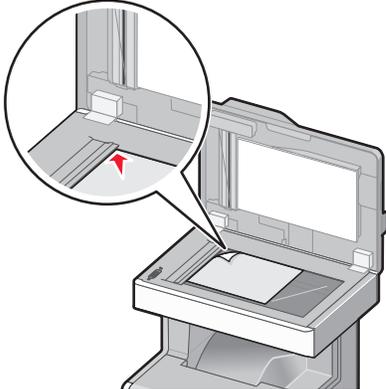
Automatic document feeder (ADF)	Scanner glass
Use the ADF for multiple-page documents.	Use the scanner glass for single-page documents, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings).

Getting ready to e-mail

Setting up the e-mail function

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:
- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings**.

3 Under Default Settings, click **E-mail/FTP Settings**.

4 Click **E-mail Settings** > **Setup E-mail Server**.

5 Fill in the fields with the appropriate information.

6 Click **Submit**.

Configuring e-mail settings

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:
- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings** > **E-mail/FTP Settings** > **E-mail Settings**.

3 Fill in the fields with the appropriate information.

4 Click **Submit**.

Creating an e-mail shortcut

Creating an e-mail shortcut using the Embedded Web Server

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings**.

3 Under Other Settings, click **Manage Shortcuts** > **E-mail Shortcut Setup**.

4 Type a unique name for the recipient, and then enter the e-mail address.

Note: If you are entering multiple addresses, then separate each address with a comma (,).

5 Select the scan settings (Format, Content, Color, and Resolution).

6 Enter a shortcut number, and then click **Add**.

If you enter a number that is already in use, then you are prompted to select another number.

Creating an e-mail shortcut using the printer control panel

1 From the home screen, navigate to:

E-mail > **Recipient** > type an e-mail address

To create a group of recipients, touch **Next address**, and then type the next recipient's e-mail address.

2 Touch .

3 Type a unique name for the shortcut, and then touch **Done**.

4 Verify that the shortcut name is correct, and then touch **OK**.

If the shortcut name is incorrect, then touch **Cancel**, and then reenter the information.

E-mailing a document

Sending an e-mail using the printer control panel

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

  Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

  Note: Make sure the size of the original document and the copy paper size are the same. Failure to set the proper size may result to a cropped image.

3 From the home screen, navigate to:

  E-mail > **Recipient**

4 Enter the e-mail address, or press ![#] and then enter the shortcut number.

  To enter additional recipients, touch **Next Address**, and then enter the address or shortcut number you want to add.

  Note: You can also enter an e-mail address using the address book.

5 Touch **Done** > **Send It**.

Sending an e-mail using a shortcut number

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

  Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 Press ![#], enter the shortcut number using the keypad, and then touch ![✓].

  To enter additional recipients, touch **Next address**, and then enter the address or shortcut number you want to add.

4 Touch **Send It**.

Sending an e-mail using the address book

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

  Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

  E-mail >**Recipient(s)** > ![address book icon] > enter the name of recipient > **Browse shortcuts**

4 Touch the name of the recipients.

To enter additional recipients, touch **Next address**, and then enter the address or shortcut number you want to add, or search the address book.

5 Touch **Done**.

Customizing e-mail settings

Adding e-mail subject and message information

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, touch **E-mail**.

4 Type an e-mail address.

5 Touch **Options** > **Subject**.

6 Type the e-mail subject.

7 Touch **Done** > **Message**.

8 Type an e-mail message.

9 Touch **Done** > **E-mail It**.

Changing the output file type

1 Load an original document into the ADF tray or on the scanner glass.

2 From the home screen, navigate to:

E-mail > **Recipient(s)** > type the e-mail address > **Done** > **Send as**

3 Select the file type you want to send.

Note: If you select Secure PDF, then you will be prompted to enter your password twice.

4 Touch > **Send It**.

Canceling an e-mail

- When using the ADF, touch **Cancel Job** while `Scanning` appears.
- When using the scanner glass, touch **Cancel Job** while `Scanning` appears, or while `Scan the Next Page`/`Finish the Job` appears.

Understanding the e-mail options

Recipients

This option lets you enter the destination of your e-mail. You may enter multiple e-mail addresses.

Subject

This option lets you enter a subject line for your e-mail.

Message

This option lets you enter a message that will be sent with your scanned attachment.

File Name

This option lets you customize the attachment file name.

Original Size

This option opens a screen where you can choose the size of the documents you are going to e-mail.

- Touch a paper size button to select that size as the Original Size setting. The e-mail screen appears with the new setting displayed.
- When "Original Size" is set to Mixed Sizes, you can scan an original document that contains mixed paper sizes.

Resolution

Adjusts the output quality of your e-mail. Increasing the image resolution increases the e-mail file size and the time needed to scan your original document. Image resolution can be decreased to reduce the e-mail file size.

Color

This option sets the output color for the scanned image. Touch to enable or disable color.

Content

This option lets you specify the content type and source of the original document.

Choose content type from Text, Text/Photo, Photo, or Graphics.

- **Text**—Use when the content of the original document is mostly text or line art.
- **Graphics**—Use when the original document is mostly business-type graphics such as pie charts, bar charts, and animations.
- **Text/Photo**—Use when the original document is a mixture of text, graphics, and photos.
- **Photo**—Use when the original document is mostly a photo or an image.

Choose content source from Color Laser, Black/White Laser, Inkjet, Photo/Film, Magazine, Newspaper, Press, or Other.

- **Color Laser**—Use when the original document was printed using a color laser printer.
- **Black/White Laser**—Use when the original document was printed using a mono laser printer.
- **Inkjet**—Use when the original document was printed using an inkjet printer.
- **Photo/Film**—Use when the original document is a photo from film.
- **Magazine**—Use when the original document is from a magazine.
- **Newspaper**—Use when the original document is from a newspaper.
- **Press**—Use when the original document was printed using a printing press.
- **Other**—Use when the original document was printed using an alternate or unknown printer.

Darkness

This option adjusts how light or dark your scanned documents will turn out in relation to the original document.

Send As

This option lets you set the output type for the scan image.

Select one of the following:

- **PDF**—Use this to create a single file with multiple pages. This can be sent as a secured or compressed file.
- **TIFF**—Use this to create multiple files or a single file. If Multi-page TIFF is turned off in the Settings menu of the Embedded Web Server, then TIFF saves one page in each file. The file size is usually larger than an equivalent JPEG.
- **JPEG**—Use this to create and attach a separate file for each page of your original document.
- **XPS**—Use this to create a single XPS file with multiple pages.
- **RTF**—Use this to create a file in editable format.
- **TXT**—Use this to create an ASCII text file with no formatting.

Page Setup

This option lets you change the Sides (Duplex), Orientation, and Binding.

- **Sides (Duplex)**— Specifies if the original document is simplex (printed on one page) or duplex (printed on both sides). This also identifies what needs to be scanned for inclusion in the e-mail.
- **Orientation**— Specifies the orientation of the original document, and then changes **Sides** and **Binding** to match the orientation.
- **Binding**— Specifies if the original document is bound on the long-edge or short-edge side.

Scan Preview

This option displays the first page of the image before it is included in the e-mail. When the first page is scanned, the scanning is paused and a preview image appears.

Advanced Options

Touching this button opens a screen where you can change the following settings:

- **Advanced Imaging**—Use to adjust the Background Removal, Color Balance, Color Dropout, Contrast, JPEG Quality, Mirror Image, Negative Image, Scan Edge to Edge, Shadow Detail, Sharpness, and Temperature settings before you e-mail the document.
- **Custom Job**—Use to combine multiple scanning jobs into a single job.
- **Edge Erase**—Use to eliminate smudges or information around the edges of a document. You can choose to eliminate an equal area around all four sides of the paper, or pick a particular edge. Edge Erase will erase whatever is within the area selected, leaving nothing on that portion of the scan.
- **Transmission Log**—Use to print the transmission log or transmission error log.

Faxing

Note: The fax function is available only in some printer models.
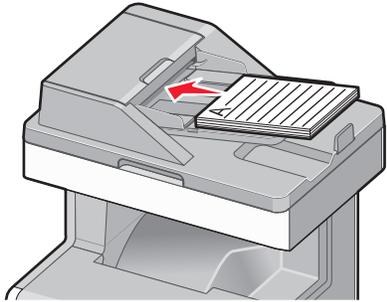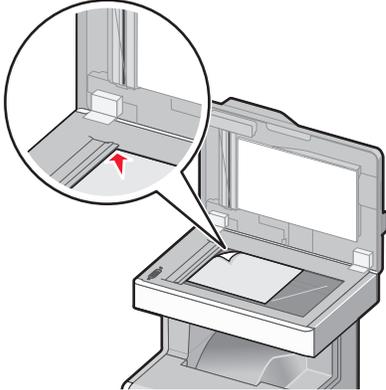
Automatic document feeder (ADF)	Scanner glass
Use the ADF for multiple‑page documents.	Use the scanner glass for single pages, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings).

Getting the printer ready to fax

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

Notes:

- The following connection methods are applicable only in some countries or regions.
- During the initial printer setup, clear the fax function check box and any other function you plan to set up later, and then touch **Continue**.
- The indicator light may blink red if the fax function is enabled and not fully set up.

Warning—Potential Damage: Do not touch cables or the printer in the area shown while actively sending or receiving a fax.
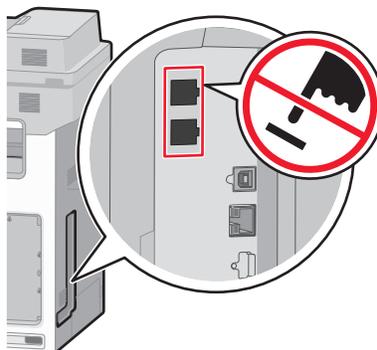
Initial fax setup

Many countries and regions require outgoing faxes to contain the following information in a margin at the top or bottom of each transmitted page, or on the first page of the transmission: station name (identification of the business, other entity, or individual sending the message) and station number (telephone number of the sending fax machine, business, other entity, or individual).

To enter your fax setup information, use the printer control panel, or use your browser to access the Embedded Web Server and then enter the Settings menu.

Note: If you do not have a TCP/IP environment, then you must use the printer control panel to enter your fax setup information.

Using the printer control panel for fax setup

When the printer is turned on for the first time or if the printer has been off for an extended time, a series of start-up screens appear. If the printer has fax capabilities, then the following screens appear:

Fax Name or Station Name

Fax Number or Station Number

1 When **Fax Name** or **Station Name** appears, enter the name to be printed on all outgoing faxes.

2 After entering the Fax Name or Station Name, touch **Submit**.

3 When **Fax Number** or **Station Number** appears, enter the printer fax number.

4 After entering the Fax Number or Station Number, touch **Submit**.

Using the Embedded Web Server for fax setup

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings** > **Fax Settings** > **Analog Fax Setup**.

3 In the Fax Name or Station Name field, enter the name to be printed on all outgoing faxes.

4 In the Fax Number or Station Number field, enter the printer fax number.

5 Click **Submit**.

Choosing a fax connection

Notes:

- The printer is an analog device that works best when directly connected to the telephone wall outlet. Other devices(such as a telephone or answering machine) can be successfully attached to pass through the printer, as described in the setup steps.
- If you want a digital connection such as ISDN, DSL, or ADSL, then a third-party device (such as a DSL filter) is required. Contact your DSL provider for a DSL filter. The DSL filter removes the digital signal on the telephone line that can interfere with the ability of the printer to fax properly.

- You *do not* need to attach the printer to a computer, but you *do* need to connect it to an analog telephone line to send and receive faxes.

Equipment and service options	Fax connection setup
Connect directly to the telephone line.	See .
Connect to a Digital Subscriber Line (DSL or ADSL) service.	See .
Connect to a Private Branch eXchange (PBX) or Integrated Services Digital Network (ISDN) system.	See .
Use a Distinctive Ring service.	See .
Connect through an adapter used in your area.	See .

Connecting to an analog telephone line

If your telecommunications equipment uses a US‑style (RJ11) telephone line, then follow these steps to connect the equipment:

1 Connect one end of the telephone cable that came with the printer to the printer LINE port.

2 Connect the other end of the telephone cable to an active analog telephone wall jack.
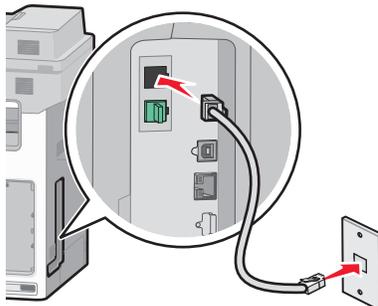
Connecting to a DSL service

If you subscribe to a DSL service, then contact the DSL provider to obtain a DSL filter and telephone cord, and then follow these steps to connect the equipment:

1 Connect one end of the telephone cable that came with the printer to the printer LINE port.

2 Connect the other end of the telephone cable to the DSL filter.

Note: Your DSL filter may look different than the one in the illustration.

3 Connect the DSL filter cable to an active telephone wall jack.
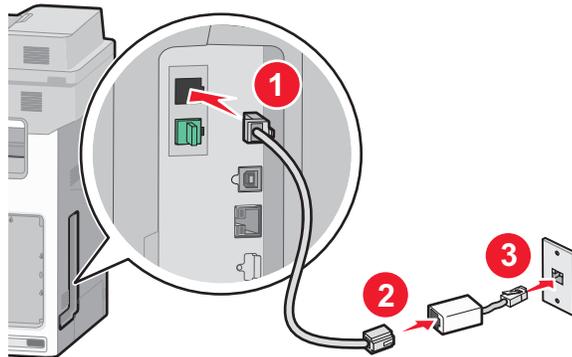
Connecting to a PBX or ISDN system

If you use a PBX or ISDN converter or terminal adapter, then follow these steps to connect the equipment:

1 Connect one end of the telephone cable that came with the printer to the printer LINE port ⬚.

2 Connect the other end of the telephone cable to the port designated for fax and telephone use.

> **Notes:**
>
> - Make sure the terminal adapter is set to the correct switch type for your region.
> - Depending on the ISDN port assignment, you may have to connect to a specific port.
> - When using a PBX system, make sure the call waiting tone is off.
> - When using a PBX system, dial the outside line prefix before dialing the fax number.
> - For more information on using the fax with a PBX system, see the documentation that came with your PBX system.

Connecting to a distinctive ring service

A distinctive ring service may be available from your telephone service provider. This service allows you to have multiple telephone numbers on one telephone line, with each telephone number having a different ring pattern. This may be useful for distinguishing between fax and voice calls. If you subscribe to a distinctive ring service, then follow these steps to connect the equipment:

1 Connect one end of the telephone cable that came with the printer to the printer LINE port ⬚.

2 Connect the other end of the telephone cable to an active analog telephone wall jack.
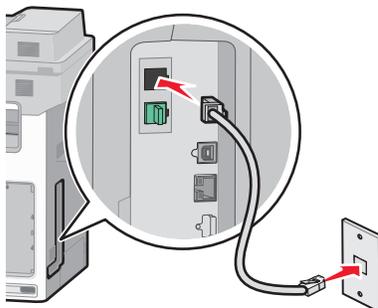
3 Change the Distinctive Rings setting to match the setting you want for the printer to answer:

Note: The factory default setting for distinctive rings is **On**. This allows the printer to answer single, double, and triple ring patterns.

a From the home screen, navigate to:

⊞ > **Settings** > **Fax Settings** > **Analog Fax Settings** > **Distinctive Rings**

b Select the pattern setting you want to change, and then touch **Submit**.

Connecting to an adapter for your country or region

The following countries or regions may require a special adapter to connect the telephone cable to the active telephone wall jack:

Country/Region

- Austria
- Cyprus
- Denmark
- Finland
- France
- Germany
- Ireland
- Italy
- New Zealand
- Netherlands
- Norway
- Portugal
- Sweden
- Switzerland
- United Kingdom

For some countries or regions, a telephone line adapter is included in the box. Use this adapter to connect an answering machine, telephone, or other telecommunications equipment to the printer.

1 Connect one end of the telephone cable that came with the printer to the printer LINE port 🔒

2 Connect the other end of the telephone cable to the adapter, and then connect the adapter to the active telephone wall jack.

Note: Your telephone adapter may look different than the one shown. It will fit the wall jack used in your location.
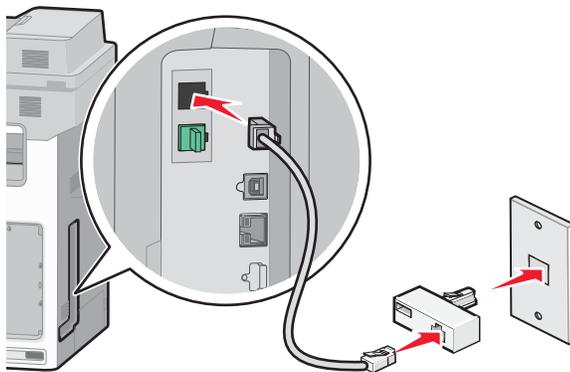
Setting the outgoing fax or station name and number

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings** > **Fax Settings** > **Analog Fax Setup**.

3 In the Fax Name or Station Name field, enter the name to be printed on all outgoing faxes.

4 In the Fax Number or Station Number field, enter the printer fax number.

5 Click **Submit**.

Setting the date and time

You can set the date and time so that they are printed on every fax you send. If there is a power failure, then you may have to reset the date and time.

1 Type the printer IP address in the address field of your Web browser.

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

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Security** > **Set Date and Time**.

3 In the Set Date & Time field, enter the current date and time.

4 Click **Submit**.

Note: It is recommended to use the network time.

Configuring the printer to observe daylight saving time

The printer can be set to automatically adjust for daylight saving time.

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **Security** > **Set Date and Time**.

3 Click the **Automatically Observe DST** check box.

4 In the Custom Time Zone Setup section, set the DST start and end dates.

5 Click **Submit**.

Creating shortcuts

Creating a fax destination shortcut using the Embedded Web Server

Instead of entering the entire phone number of a fax recipient on the printer control panel each time you want to send a fax, you can create a permanent fax destination and assign a shortcut number. A shortcut can be created to a single fax number or a group of fax numbers.

1 Type the printer IP address into the address field of your Web browser.

   If you do not know the IP address of the printer, you can:
   - View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
   - Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings** > **Manage Shortcuts** > **Fax Shortcut Setup**.

   Note: A password may be required. If you do not have an ID and password, get one from your system support person.

3 Type a unique name for the shortcut, and then enter the fax number.

   To create a multiple-number shortcut, enter the fax numbers for the group.

   Note: Separate each fax number in the group with a semicolon (;).

4 Assign a shortcut number.

   If you enter a number that is already in use, then you are prompted to select another number.

5 Click **Add**.

Creating a fax destination shortcut using the printer control panel

1 From the home screen, touch **Fax**, and then enter the fax number.

   To create a group of fax numbers, touch **Next number**, and then enter the next fax number.

2 Touch .

3 Type a unique name for the shortcut, and then touch **Done**.

4 Verify that the shortcut name and number are correct, and then touch **OK**.

   If the name or number is incorrect, then touch **Cancel**, and then reenter the information.

Sending a fax

Sending a fax using the printer control panel

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

   Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, touch **Fax**.

4 Enter the fax number or a shortcut using the touch screen or keypad.

To add recipients, touch **Next Number** and then enter the recipient's telephone number or shortcut number, or search the address book.

Note: To place a dial pause within a fax number, press (❚❚). The dial pause appears as a comma in the "Fax to" field. Use this feature if you need to dial an outside line first.

5 Touch **Fax It**.

Sending a fax using the computer

The printer driver fax option lets you send a print job to the printer, which sends the job as a fax. The fax option works as a normal fax machine, but is controlled through the printer driver instead of the printer control panel.

1 With a document open, click **File** > **Print**.

2 Select the printer, and then click **Properties**, **Preferences**, **Options**, or **Setup**.

3 Navigate to:

Fax tab > **Enable fax**

4 Enter the recipient fax number or numbers in the "Fax number(s)" field.

Note: Fax numbers can be entered manually or by using the Phone Book feature

5 If necessary, enter a prefix in the "Dialing prefix" field.

6 Select the appropriate paper size and page orientation.

7 If you want to include a cover page with the fax, then select **Include cover page with fax**, and then enter the appropriate information.

8 Click **OK**.

Notes:

- The Fax option is available for use only with the PostScript driver or the Universal Fax Driver. For information on installing these drivers, see the *Software and Documentation* CD.
- The Fax option must be configured and enabled in the PostScript driver under the Configuration tab before it can be used.
- If the **Always display settings prior to faxing** check box is selected, then you are prompted to verify the recipient information before the fax is sent. If this check box is cleared, then the queued document is sent automatically as a fax when you click **OK** on the Fax tab.

Sending a fax using shortcuts

Fax shortcuts are just like the speed dial numbers on a telephone or fax machine. A shortcut number (1–99999) can contain a single recipient or multiple recipients.

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

   Note: Do not place postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 Press ⊞ , and then enter the shortcut number using the keypad.

4 Touch **Fax It**.

Sending a fax using the address book

The address book enables you to search for bookmarks and network directory servers.

Note: If the address book feature is not enabled, then contact your system support person.

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

   Notes:

   - If you are loading a document into the ADF, then adjust the paper guides.
   - Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 From the home screen, navigate to:

   Fax >

3 Touch **Browse shortcuts** or, using the virtual keyboard, type the name or part of the name of the person whose fax number you want to find.

   Note: Do not attempt to search for multiple names at the same time.

4 Touch the name of the person you want to send the fax to, and then touch **Done** > **Fax It**.

Customizing fax settings

Changing the fax resolution

Settings range from Standard (fastest speed) to Super Fine (slowest speed but best quality).

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

   Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

   Fax > enter the fax number > **Options**

4 From the Resolution area, touch the arrows to change to the resolution you want.

5 Touch **Fax It**.

Making a fax lighter or darker

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Fax > enter the fax number > **Options**

4 From the Darkness area, touch the arrows to adjust the darkness of the fax.

5 Touch **Fax It**.

Sending a fax at a scheduled time

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

Fax > enter the fax number > **Options** > **Advanced Options** > **Delayed Send**

Note: If Fax Mode is set to Fax Server, the Delayed Send button will not appear. Faxes waiting for transmission are listed in the Fax Queue.

4 Touch the arrows to adjust the time the fax will be transmitted.

The time is increased or decreased in increments of 30 minutes. If the current time is shown, the left arrow is unavailable.

5 Touch **Fax It**.

Note: The document is scanned and then faxed at the scheduled time.

Viewing a fax log

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings** > **Reports** > **Fax Job Log** or **Fax Call Log**.

Blocking junk faxes

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings** > **Fax Settings** > **Analog Fax Setup** > **Block No Name Fax**.

Notes:

- This option blocks all incoming faxes that have a private caller ID or no fax station name.
- In the Banned Fax List field, enter the phone numbers or fax station names of specific fax callers you want to block.

Canceling an outgoing fax

Canceling a fax while the original documents are still scanning

- When using the ADF, touch **Cancel Job** while `Scanning…` appears.
- When using the scanner glass, touch **Cancel Job** while `Scanning…` appears or while `Scan the Next Page`/ `Finish the Job` appears.

Canceling a fax after the original documents have been scanned to memory

1 On the home screen, touch **Cancel Jobs**.

The Cancel Jobs screen appears.

2 Touch the job or jobs you want to cancel.

Only three jobs appear on the screen; touch the down arrow until the job you want appears, and then touch the job you want to cancel.

3 Touch **Delete Selected Jobs**.

The Deleting Selected Jobs screen appears, the selected jobs are deleted, and then the home screen appears.

Understanding the fax options

Content

This option lets you specify the content type and source of the original document.

Choose content type from Text, Text/Photo, Photo, or Graphics.

- **Text**—Use when the content of the original document is mostly text or line art.
- **Graphics**—Use when the original document is mostly business-type graphics such as pie charts, bar charts, and animations.

- **Text/Photo**—Use when the original document is a mixture of text, graphics, and photos.
- **Photo**—Use when the original document is mostly a photo or an image.

Choose content source from Color Laser, Black/White Laser, Inkjet, Photo/Film, Magazine, Newspaper, Press, or Other.

- **Color Laser**—Use when the original document was printed using a color laser printer.
- **Black/White Laser**—Use when the original document was printed using a mono laser printer.
- **Inkjet**—Use when the original document was printed using an inkjet printer.
- **Photo/Film**—Use when the original document is a photo from film.
- **Magazine**—Use when the original document is from a magazine.
- **Newspaper**—Use when the original document is from a newspaper.
- **Press**—Use when the original document was printed using a printing press.
- **Other**—Use when the original document was printed using an alternate or unknown printer.

Resolution

This options increases how closely the scanner examines the document you want to fax. If you are faxing a photo, a drawing with fine lines, or a document with very small text, then increase the Resolution setting. This will increase the amount of time required for the scan and will increase the quality of the fax output.

- **Standard**—Suitable for most documents
- **Fine 200 dpi**—Recommended for documents with small print
- **Super fine 300 dpi**—Recommended for original documents with fine detail
- **Ultra fine 600 dpi**—Recommended for documents with pictures or photos

Note: Fine 200 dpi and **Super fine 300 dpi** is displayed when color printing is selected.

Darkness

This option adjusts how light or dark your faxes will turn out in relation to the original document.

Color

This option enables or disables color in faxing.

Page Setup

This option lets you change the Sides (Duplex), Orientation, and Binding settings.

- **Sides (Duplex)**—Use to specify if the original document is simplex (printed on one page) or duplex (printed on both sides). This also identifies what needs to be scanned for inclusion in the fax.
- **Orientation**—Use to specify the orientation of the original document, and then changes Sides and Binding to match the orientation.
- **Binding**—Use to specify if the original document is bound on the long-edge or short-edge side.

Scan Preview

This option displays the first page of the image before it is included in the fax. When the first page is scanned, the scanning is paused and a preview image appears.

Delayed Send

This lets you send a fax at a later time or date.

1 Set up your fax.

2 From the home screen, navigate to:

Delayed Send > enter the date and time you want to send your fax > **Done**

Note: If the printer is turned off when the delayed fax is scheduled to be sent, then the fax is sent the next time the printer is turned on.

This setting can be especially useful in sending information to fax lines that are not readily available during certain hours, or when transmission times are cheaper.

Advanced Options

Touching the Advanced Options button opens a screen where you can change the following settings:

- **Advanced Imaging**—Use to adjust the Background Removal, Contrast, Color Balance, Negative Image, Mirror Image, Scan Edge to Edge, Shadow Detail, Sharpness, and Temperature settings before you fax the document.
- **Custom Job**—Use to combine multiple scanning jobs into a single job.
- **Edge Erase**—Use to eliminate smudges or information around the edges of a document. You can choose to eliminate an equal area around all four sides of the paper, or pick a particular edge. Edge Erase will erase whatever is within the area selected, leaving nothing on that portion of the scan.
- **Transmission Log**—Use to print the transmission log or transmission error log.

Holding and forwarding faxes

Holding faxes

This option lets you hold received faxes from printing until they are released. Held faxes can be released manually or at a scheduled day or time.

1 Open a Web browser, and then type the printer IP address in the address field.

   Notes:

   - View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
   - If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **Fax Settings** > **Analog Fax Setup** > **Holding Faxes**.

3 From the Held Fax Mode menu, select one of the following:

- **Off**
- **Always On**
- **Manual**
- **Scheduled**

4 If you selected Scheduled, then continue with the following steps:

a Click **Fax Holding Schedule**.

b From the Action menu, select **Hold faxes**.

c From the Time menu, select the time you want the held faxes released.

d From the Day(s) menu, select the day you want the held faxes released.

5 Click **Add**.

Forwarding a fax

This option lets you print and forward received faxes to a fax number, e-mail address, FTP site, or LDSS.

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings** > **Fax Settings**.

3 From the Fax Forwarding menu, select one of the following:

- **Print**
- **Print and Forward**
- **Forward**

4 From the "Forward to" menu, select one of the following:

- **Fax**
- **E-mail**
- **FTP**
- **LDSS**
- **eSF**

5 In the Forward to Shortcut field, enter the shortcut number where you want the fax forwarded.

Note: The shortcut number must be valid for the setting selected in the "Forward to" menu.

6 Click **Submit**.

Scanning

Using Scan to Network

Scan to Network lets you scan your documents to network destinations specified by your system support person. After the destinations (shared network folders) have been established on the network, the setup process for the application involves installing and configuring the application on the appropriate printer using its Embedded Web Server. For more information, see .

Scanning to an FTP address

Automatic document feeder (ADF)	Scanner glass
Use the ADF for multiple-page documents.	Use the scanner glass for single-page documents, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings).
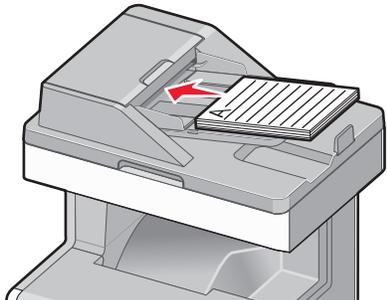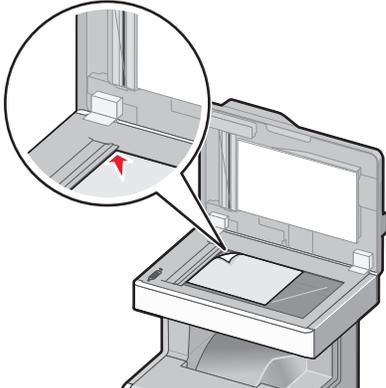
The scanner lets you scan documents directly to a File Transfer Protocol (FTP) server. Only one FTP address may be used at a time.

Once an FTP destination has been configured by your system support person, the name of the destination becomes available as a shortcut number, or it is listed as a profile under the Held Jobs icon.

Creating shortcuts

Instead of typing the entire FTP site address on the control panel each time you want to send a document to an FTP server, you can create a permanent FTP destination and assign a shortcut number.

Creating an FTP shortcut using the Embedded Web Server

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:
- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings**.

3 Under Other Settings, click **Manage Shortcuts**.

Note: A password may be required. If you do not have an ID and password, get one from your system support person.

4 Click **FTP Shortcut Setup**.

5 Enter the appropriate information.

6 Enter a shortcut number.

If you enter a number that is already in use, then you are prompted to select another number.

7 Click **Add**.

Creating an FTP shortcut using the touch screen

1 From the home screen, navigate to:

FTP > type the FTP address > > enter a name for the shortcut > **Done**

2 Verify that the shortcut name and number are correct, and then touch **OK**. If the name or number is incorrect, then touch **Cancel**, and then reenter the information.

If you enter a number that is already in use, then you are prompted to select another number.

3 Touch **Submit**.

Scanning to an FTP address

Scanning to an FTP address using the printer control panel

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 From the home screen, navigate to:

FTP > **FTP** > type the FTP address > **Send It**

Scanning to an FTP address using a shortcut number

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 Press , and then enter the FTP shortcut number.

4 Touch **Send It**.

Scanning to an FTP address using the address book

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

    Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, adjust the paper guides.

3 From the home screen, navigate to:

    FTP > **FTP** > > enter the name of recipient > **Browse shortcuts** > name of recipient > **Search**

Using the FTP options

FTP

This option lets you enter the IP address for the FTP destination.

Note: Addresses should be in dot notation form (for example: $yyy.yyy.yyy.yyy$).

File Name

This option lets you enter the file name of the scanned document.

Original Size

This option opens a screen where you can choose the size of the documents for FTP sending.

- Touch a paper size button to select that size as the Original Size setting. The FTP screen appears with the new setting displayed.
- When "Original Size" is set to Mixed Sizes, you can scan an original document that contains mixed paper sizes.
- When "Original Size" is set to Auto Size Sense, the scanner automatically determines the size of the original document.

Send As

This option lets you set the output type for the scan image.

Select one of the following:

- **PDF**—Use to create a single file with multiple pages. The PDF can be sent as a secured or compressed file.
- **TIFF**—Use to create multiple files or a single file. If Multi-page TIFF is turned off in the Settings menu, then TIFF saves one page in each file. The file size is usually larger than an equivalent JPEG.
- **JPEG**—Use to create and attach a separate file for each page of the original document.
- **XPS**—Use to create a single XPS file with multiple pages.
- **RTF**—Use to create a file in editable format.
- **TXT**—Use to create ASCII text file with no formatting.

Color

This option enables or disables color for the scanned image.

Resolution

This option adjusts the output quality of your file. Increasing the image resolution increases the file size and the time needed to scan your original document. Image resolution can be decreased to reduce the file size.

Page Setup

This option lets you change the Sides (Duplex), Orientation, and Binding.

- **Sides (Duplex)**— Specifies if the original document is simplex (printed on one page) or duplex (printed on both sides). This also identifies what needs to be scanned.
- **Orientation**— Specifies the orientation of the original document, and then changes the Sides and Binding settings to match the orientation.
- **Binding**— Specifies if the original document is bound on the long-edge or short-edge side.

Content

This option lets you specify the content type and source of the original document.

Choose content type from Text, Text/Photo, Photo, or Graphics.

- **Text**—Use when the content of the original document is mostly text or line art.
- **Graphics**—Use when the original document is mostly business-type graphics such as pie charts, bar charts, and animations.
- **Text/Photo**—Use when the original document is a mixture of text, graphics, and photos.
- **Photo**—Use when the original document is mostly a photo or an image.

Choose content source from Color Laser, Black/White Laser, Inkjet, Photo/Film, Magazine, Newspaper, Press, or Other.

- **Color Laser**—Use when the original document was printed using a color laser printer.
- **Black/White Laser**—Use when the original document was printed using a mono laser printer.
- **Inkjet**—Use when the original document was printed using an inkjet printer.
- **Photo/Film**—Use when the original document is a photo from film.
- **Magazine**—Use when the original document is from a magazine.
- **Newspaper**—Use when the original document is from a newspaper.
- **Press**—Use when the original document was printed using a printing press.
- **Other**—Use when the original document was printed using an alternate or unknown printer.

Scan Preview

This option displays the first page of the original document before it is scanned completely. When the first page is scanned, the scanning is paused and a preview image appears.

Advanced Options

Touching the Advanced Options button opens a screen where you can change the following settings:

- **Advanced Imaging**—Use to adjust the Background Removal, Color Balance, Color Dropout, Contrast, JPEG Quality, Negative Image, Mirror Image, Scan edge to edge, Shadow Detail, Sharpness, and Temperature image output settings before sending the image.

- **Edge Erase**—Use to eliminate smudges or information around the edges of a document. You can choose to eliminate an equal area around all four sides of the paper, or pick a particular edge. Edge Erase will erase whatever is within the area selected, leaving nothing on that portion of the scan.

- **Transmission Log**—Use to print the transmission log or transmission error log.

- **Custom Job**—Use to combine multiple scanning jobs into a single job.

Scanning to a computer or flash drive

Automatic document feeder (ADF)	Scanner glass
Use the ADF for multiple-page documents.	Use the scanner glass for single-page documents, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings).
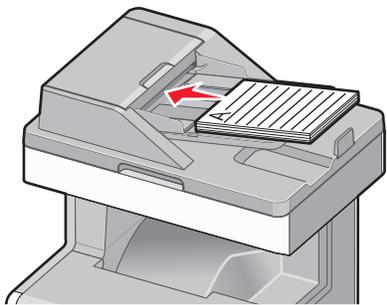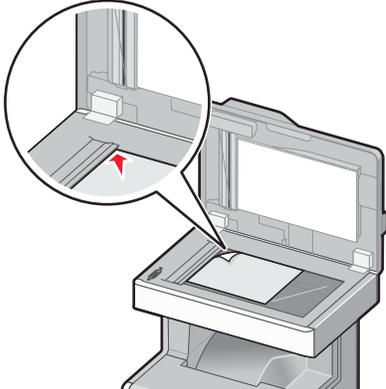
The scanner lets you scan documents directly to a computer or a flash drive. The computer does not have to be directly connected to the printer for you to receive Scan-to-PC images. You can scan the document back to the computer over the network by creating a scan profile from the computer and then downloading the profile to the printer.

Scanning to a computer

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.

- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Scan Profile** > **Create**.

3 Select your scan settings, and then click **Next**.

4 Select a location on your computer where you want to save the scanned output file.

5 Enter a scan name.

The scan name is the name that appears in the Scan Profile list on the display.

6 Click **Submit**.

7 Review the instructions on the Scan Profile screen.

A shortcut number was automatically assigned when you clicked **Submit**. You can use this shortcut number when you are ready to scan your documents.

   a Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

      Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

   b If you are loading a document into the ADF, then adjust the paper guides.

   c Press ⌗, and then enter the shortcut number using the keypad, or touch **Held Jobs** on the home screen, and then touch **Profiles**.

   d After entering the shortcut number, the scanner scans and sends the document to the directory or program you specified. If you touched **Profiles** on the home screen, then locate your shortcut on the list.

8 Return to the computer to view the file.

The output file is saved in the location or launched in the program you specified.

Scanning to a flash drive

1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

   Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2 If you are loading a document into the ADF, then adjust the paper guides.

3 Insert the flash drive into the USB port on the front of the printer.

The USB Drive home screen appears.

4 Select the destination folder, and then touch **Scan to USB drive**.

5 Adjust the scan settings.

6 Touch **Scan It**.

Using the ScanBack Utility

You can use the Lexmark ScanBack™ Utility instead of the Embedded Web Server to create scan-to-PC profiles. The ScanBack Utility can be downloaded from the Lexmark Web site home page on **http:\\support.lexmark.com**.

1 Set up your scan-to-PC profile:

   a Launch the ScanBack Utility.

   b Select the printer.

      If no printers are listed, then contact your system support person, or click **Setup** to manually search for an IP address or host name.

   c Follow the instructions on your computer screen to define the type of document being scanned and what kind of output you want to create.

    d Select any of the following:

- **Show MFP Instructions**—View or print the instructions.
- **Create Shortcut**—Save this group of settings to use again.

    e Click **Finish**.

    A dialog box appears with your scan profile information and the status of the received images.

2 Scan your original documents:

    a Load all pages in the ADF or on the scanner glass.

    b From the printer control panel, navigate to:

    Scan/Email > **Profiles** > select your scan profile > **Submit**

Note: Your output file is saved in a directory or launched in the application you specified.

Using the scan profile options

Original Size

This option sets the size of the documents you are going to scan. When Original Size is set to Mixed Sizes, you can scan an original document that contains mixed paper sizes (letter- and legal-size pages).

Resolution

This option adjusts the output quality of your file. Increasing the image resolution increases the file size and the time needed to scan your original document. Image resolution can be decreased to reduce the file size.

Color

This option enables or disables color for the scanned image.

Content

This option lets you specify the content type and source of the original document.

Choose content type from Text, Text/Photo, Photo, or Graphics.

- **Text**—Use when the content of the original document is mostly text or line art.
- **Graphics**—Use when the original document is mostly business-type graphics such as pie charts, bar charts, and animations.
- **Text/Photo**—Use when the original document is a mixture of text, graphics, and photos.
- **Photo**—Use when the original document is mostly a photo or an image.

Choose content source from Color Laser, Black/White Laser, Inkjet, Photo/Film, Magazine, Newspaper, Press, or Other.

- **Color Laser**—Use when the original document was printed using a color laser printer.
- **Black/White Laser**—Use when the original document was printed using a mono laser printer.
- **Inkjet**—Use when the original document was printed using an inkjet printer.
- **Photo/Film**—Use when the original document is a photo from film.
- **Magazine**—Use when the original document is from a magazine.
- **Newspaper**—Use when the original document is from a newspaper.

- **Press**—Use when the original document was printed using a printing press.
- **Other**—Use when the original document was printed using an alternate or unknown printer.

Darkness

This option adjusts how light or dark your scanned documents will turn out in relation to the original document.

Page Setup

This option lets you change the Sides (Duplex), Orientation, and Binding.

- **Sides (Duplex)**— Use this to specify if the original document is simplex (printed on one page) or duplex (printed on both sides). This also identifies what needs to be scanned for inclusion in the e-mail.
- **Orientation**— Use this to specify the orientation of the original document, and then change **Sides** and **Binding** to match the orientation.
- **Binding**— Use this to specify if the original document is bound on the long-edge or short-edge of the page.

Scan Preview

This option displays the first page of the image before it is included in the e-mail. When the first page is scanned, the scanning is paused and a preview image appears.

Advanced Options

Touching the Advanced Options button opens a screen where you can change the following settings:

- **Advanced Imaging**—Use to change or adjust Background Removal, Color Balance, Color Dropout, Contrast, JPEG Quality, Mirror Image, Negative Image, Scan Edge to Edge, Shadow Detail, Sharpness, and Temperature settings before scanning a document.
- **Custom Job**—Use to combine multiple scan jobs into a single scan job.
- **Edge Erase**—Use to remove smudges or information around the edges of a document. You can choose to eliminate an equal area around all four sides of the paper, or pick a particular edge. Edge Erase will erase whatever is within the area selected, leaving nothing on that portion of the scanned image.
- **Transmission Log**—Use to print the transmission log or transmission error log.

Understanding the printer menus

Menus list

Supplies	Paper Menu	Reports	Settings
Replace Supply	Default Source	Menu Settings Page	General Settings
Cyan Cartridge	Paper Size/Type	Device Statistics	Copy Settings
Magenta Cartridge	Configure MP	Network Setup Page	Fax Settings
Yellow Cartridge	Substitute Size	Network [x] Setup Page	E-mail Settings
Black Cartridge	Paper Texture	Shortcut List	FTP Settings
Separator Roll and Pick Assembly	Paper Loading	Fax Job Log	Flash Drive Menu
Waste Toner Bottle	Custom Types	Fax Call Log	OCR Settings
Fuser	Custom Names	Copy Shortcuts	Print Settings
Transfer Module	Custom Scan Sizes	E-mail Shortcuts	
	Universal Setup	Fax Shortcuts	
	Bin Setup	FTP Shortcuts	
		Profiles List	
		Print Fonts	
		Print Directory	
		Asset Report	

Security	Network/Ports	Help	Manage Shortcuts
Edit Security Setups	Active NIC	Print All Guides	Fax Shortcuts
Miscellaneous Security Settings	Network[1]	Copy Guide	E-mail Shortcuts
Confidential Print	Standard USB	E-mail Guide	FTP Shortcuts
Erase Temporary Data Files	Parallel [x]	Fax Guide	Copy Shortcuts
Security Audit Log	Serial [x]	FTP Guide	Profile Shortcuts
Set Date and Time	SMTP Setup	Print Defects Guide	
		Information Guide	
		Supplies Guide	

Option Card Menu

A list of installed DLEs (Download Emulators) appears.[2]

[1] Depending on the printer setup, this menu appears as Standard Network or Network [x].

[2] This menu appears only when one or more DLEs are installed.

Supplies menu

Use	To
Replace Supply All Photoconductors Cyan Photoconductor Magenta Photoconductor Yellow Photoconductor Black PC Unit Separator Pick Assembly and Roller	Provide the option to reset the supply counter for the supplies. • Select **Yes** to reset the supply counter. • Select **No** to exit. **Note:** Reset the supply counter manually after replacing a photoconductor.
Cyan Cartridge **Magenta Cartridge** **Yellow Cartridge** **Black Cartridge**	View the status of the cartridges, which can be any of the following: Early Warning Low Invalid Near End of Life Replace Missing Defective OK Unsupported
Separator Pick Assembly and Roller OK Replace	View the status of the separator pick assembly and roller.
Waste Toner Bottle Near Full Replace Missing OK	View the status of the waste toner bottle.
Fuser Early Warning Low Replace Missing OK	View the status of the fuser.
Transfer Module Early Warning Low Replace Missing OK	View the status of the transfer module.

Paper menu

Default Source menu

Use	To
Default Source Tray [x] MP Feeder Manual Paper Manual Envelope	Set a default paper source for all print jobs. **Notes:** • Tray 1 (standard tray) is the factory default setting. • From the Paper menu, Configure MP Feeder must be set to Cassette for MP Feeder to appear as a menu setting.

Paper Size/Type menu

Use	To
Tray [x] Size A4 A5 JIS B5 Letter Legal Executive Oficio (México) Folio Universal	Specify the paper size loaded in each tray. **Notes:** • The factory default setting depends on the value of Paper Sizes in the General Settings menu. • For trays with automatic paper size sensing, only the size detected by the tray appears.
Tray [x] Type Plain Paper Card Stock Transparency Recycled Glossy Heavy Glossy Labels Vinyl Labels Bond Letterhead Preprinted Colored Paper Light Paper Heavy Paper Rough/Cotton Custom Type [x]	Specify the type of paper loaded in each tray. **Notes:** • Plain Paper is the factory default setting for Tray 1. Custom Type [x] is the factory default setting for all other trays. • If available, a user-defined name will appear instead of Custom Type [x]. • Use this menu item to configure automatic tray linking.
Note: Only installed trays are listed in this menu.	

Use	To
MP Feeder Size A4 A5 A6 JIS B5 Letter Legal Executive Oficio (México) Folio Statement Universal 7 3/4 Envelope 9 Envelope 10 Envelope DL Envelope C5 Envelope B5 Envelope Other Envelope	Specify the paper size loaded in the multipurpose feeder. **Notes:** • Letter is the US factory default setting. A4 is the international factory default setting. • From the Paper menu, Configure MP Feeder must be set to Cassette for MP Feeder Size to appear as a menu item.
MP Feeder Type Plain Paper Card Stock Transparency Recycled Glossy Heavy Glossy Labels Vinyl Labels Bond Envelope Rough Envelope Letterhead Preprinted Colored Paper Light Paper Heavy Paper Rough/Cotton Custom Type [x]	Specify the type of paper loaded in the multipurpose feeder **Notes:** • Custom Type [x] is the factory default setting. • From the Paper menu, Configure MP Feeder must be set to Cassette for MP Feeder Type to appear as a menu item.
Note: Only installed trays are listed in this menu.	

Use	To
Manual Paper Size A4 A5 A6 JIS B5 Letter Legal Executive Oficio (México) Folio Statement Universal	Specify the size of the paper being manually loaded. **Note:** Letter is the US factory default setting. A4 is the international factory default setting.
Manual Paper Type Plain Paper Card Stock Transparency Recycled Glossy Heavy Glossy Labels Vinyl Labels Bond Letterhead Preprinted Colored Paper Light Paper Heavy Paper Roug/Cotton Custom Type [x]	Specify the type of paper being manually loaded. **Note:** Plain paper is the factory default setting.
Manual Envelope Size 7 3/4 Envelope 9 Envelope 10 Envelope DL Envelope C5 Envelope B5 Envelope Other Envelope	Specify the size of the envelope being manually loaded. **Note:** 10 Envelope is the US factory default setting. DL Envelope is the international factory default setting.
Manual Envelope Type Envelope Rough Envelope Custom Type [x]	Specify the type of envelope being manually loaded. **Note:** Envelope is the factory default setting.
Note: Only installed trays are listed in this menu.	

Configure MP menu

Use	To
Configure MP Cassette Manual First	Determine when the printer selects paper from the multipurpose feeder. **Notes:** • Cassette is the factory default setting. Cassette configures the multipurpose feeder as the automatic paper source. • Manual sets the multipurpose feeder only for manual-feed print jobs. • First configures the multipurpose feeder as the primary paper source.

Substitute Size menu

Use	To
Substitute Size Off Statement/A5 Letter/A4 All Listed	Substitute a specified paper size if the requested paper size is not available. **Notes:** • All Listed is the factory default setting. All available substitutions are allowed. • Off indicates that no size substitutions are allowed. • Setting a size substitution lets the print job continue without **Change Paper** appearing.

Paper Weight menu

Use	To
Plain Weight Light Normal Heavy	Specify the relative weight of the plain paper loaded. **Note:** Normal is the factory default setting.
Card Stock Weight Light Normal Heavy	Specify the relative weight of the card stock loaded. **Note:** Normal is the factory default setting.
Transparency Weight Light Normal Heavy	Specify the relative weight of the transparencies loaded. **Note:** Normal is the factory default setting.
Recycled Weight Light Normal Heavy	Specify the relative weight of the recycled paper loaded. **Note:** Normal is the factory default setting.

Use	To
Glossy Weight Light Normal Heavy	Specify the relative weight of the glossy paper loaded. **Note:** Normal is the factory default setting.
Heavy Glossy Weight Light Normal Heavy	Specify the relative weight of the heavy glossy paper loaded. **Note:** Normal is the factory default setting.
Labels Weight Light Normal Heavy	Specify the relative weight of the labels loaded. **Note:** Normal is the factory default setting.
Vinyl Labels Weight Light Normal Heavy	Specify the relative weight of the vinyl labels loaded. **Note:** Normal is the factory default setting.
Bond Weight Light Normal Heavy	Specify the relative weight of the bond paper loaded. **Note:** Normal is the factory default setting.
Envelope Weight Light Normal Heavy	Specify the relative weight of the envelope loaded. **Note:** Normal is the factory default setting.
Rough Envelope Weight Light Normal Heavy	Specify the relative weight of the rough envelope loaded. **Note:** Normal is the factory default setting.
Letterhead Weight Light Normal Heavy	Specify the relative weight of the letterhead loaded. **Note:** Normal is the factory default setting.
Preprinted Weight Light Normal Heavy	Specify the relative weight of the preprinted paper loaded. **Note:** Normal is the factory default setting.
Colored Weight Light Normal Heavy	Specify the relative weight of the colored paper loaded. **Note:** Normal is the factory default setting.
Light Weight Light	Specify the relative weight of the paper loaded.

Use	To
Heavy Weight Heavy	Specify the relative weight of the paper loaded.
Rough/Cotton Weight Light Normal Heavy	Specify the relative weight of the cotton paper loaded. **Note:** Normal is the factory default setting.
Custom [x] Weight Light Normal Heavy	Specify the relative weight of the custom paper loaded. **Notes:** • Normal is the factory default setting. • The options appear only when the custom type is supported.

Paper Loading menu

Use	To
Card Stock Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Card Stock as the paper type.
Recycled Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Recycled as the paper type.
Glossy Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Glossy as the paper type.
Heavy Glossy Loading Off Duplex	Determine and set two-sided printing for all print jobs that specify Heavy Glossy as the paper type.
Labels Loading Off Duplex	Determine and set two-sided printing for all print jobs that specify Labels as the paper type.
Vinyl Labels Loading Off Duplex	Determine and set two-sided printing for all print jobs that specify Vinyl Labels as the paper type.
Bond Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Bond as the paper type.
Notes: • Off is the factory default setting for all Paper Loading menus. • Duplex sets the printer default to two-sided printing for every print job unless one-sided printing is selected from the Print Properties settings in Windows or from the Print Dialog settings in Macintosh. • If Duplex is selected, then all print jobs are sent through the duplex unit, including one-sided print jobs.	

Use	To
Letterhead Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Letterhead as the paper type.
Preprinted Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Preprinted as the paper type.
Colored Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Colored as the paper type.
Light Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Light as the paper type.
Heavy Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Heavy as the paper type.
Rough/Cotton Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Rough or Cotton as the paper type.
Custom [x] Loading Duplex Off	Determine and set two-sided printing for all print jobs that specify Custom [x] as the paper type. **Note:** Custom [x] Loading is available only if the custom paper type is supported.
Notes:	
• Off is the factory default setting for all Paper Loading menus. • Duplex sets the printer default to two-sided printing for every print job unless one-sided printing is selected from the Print Properties settings in Windows or from the Print Dialog settings in Macintosh. • If Duplex is selected, then all print jobs are sent through the duplex unit, including one-sided print jobs.	

Custom Types menu

Use	To
Custom Type [x] Paper Card Stock Transparency Glossy Labels Vinyl Labels Envelope	Associate a paper or specialty media type with a user-defined custom name created in the Embedded Web Server or in MarkVision™ Professional. **Notes:** • Paper is the factory default setting. • The custom paper type must be supported in the selected tray or multipurpose feeder in order to print from that source.

Use	To

Recycled
    Paper
    Card Stock
    Transparency
    Glossy
    Labels
    Vinyl Labels
    Envelope
	Specify a paper type when the Recycled setting is selected in other menus.
	Notes:
	
	- Paper is the factory default setting.
	- The custom paper type must be supported in the selected tray or multipurpose feeder in order to print from that source.

Custom Scan Sizes menu

Use	To

Custom Scan Size [x]
    Scan Size Name
    Width
    Height
    Orientation
    2 scans per side
        Off
        On
	Specify a custom scan size name, size, and page orientation.
	Notes:
	
	- 8.5 inches is the U.S. factory default setting for Width. 216 mm is the international factory default setting for Width.
	- 14 inches is the U.S. factory default setting for Height. 356 mm is the international factory default setting for Height.
	- Portrait is the factory default setting for Orientation.
	- Off is the factory default setting for 2 scans per side.

Custom Names menu

Use	To
Custom Name [x] [none]	Specify a custom name for a paper type. This name replaces Custom Type [x] in the printer menus.

Universal Setup menu

Use	To

Units of Measure
    Inches
    Millimeters
	Specify the unit of measure.
	Note: Inches is the US factory default setting. Millimeters is the international factory default setting.

Portrait Width
    3–48 inches
    76–1219 mm
	Set the width for a portrait page orientation.
	Notes:
	
	- 8.5 inches is the US factory default setting. 216 mm is the international factory default setting.
	- If the specified width exceeds the maximum, then the printer uses the maximum width allowed.
	- The width can be increased in 0.01-inch or in 1-mm increments.

Use	To
Portrait Height 3–48 inches 76–1219 mm	Set the height for a portrait page orientation. **Notes:** • 14 inches is the US factory default setting. 356 mm is the international factory default setting. • If the specified height exceeds the maximum, then the printer uses the maximum height allowed. • The height can be increased in 0.01-inch or in 1-mm increments.
Feed Direction Short Edge Long Edge	Specify the feed direction. **Notes:** • Short Edge is the factory default setting. • Long Edge appears only when the paper or specialty media can be loaded in either direction.

Reports menu

Reports menu

Use	To
Menu Settings Page	Print a report containing information about the paper loaded in trays, installed memory, total page count, alarms, timeouts, printer control panel language, TCP/IP address, status of supplies, status of the network connection, and other information.
Device Statistics	Print a report containing printer statistics such as supply information and details about printed pages.
Network Setup Page	Print a report containing information about the network printer settings, such as the TCP/IP address. **Note:** This menu item appears only in network printers or printers connected to print servers.
Network [x] Setup Page	Print a report containing information about the network printer settings, such as the TCP/IP address. **Note:** This menu item appears only when there is more than one network option installed and only in network printers or printers connected to print servers.
Shortcut List	Print a report containing information about configured shortcuts.
Fax Job Log	Print a report containing information about the last 200 completed faxes. **Note:** This menu item is available only when Enable Job Log is set to On in the Fax Settings menu.
Fax Call Log	Print a report containing information about the last 100 attempted, received, and blocked calls. **Note:** This menu item is available only when Enable Job Log is set to On in the Fax Settings menu.

Use	To
Copy Shortcuts	Print a report containing information about copy shortcuts.
E-mail Shortcuts	Print a report containing information about e-mail shortcuts.
Fax Shortcuts	Print a report containing information about fax shortcuts.
FTP Shortcuts	Print a report containing information about FTP shortcuts.
Profiles List	Print a list of profiles stored in the printer.
Print Fonts	Print a report of all the fonts available for the printer language currently set in the printer.
Print Directory	Print a list of all the resources stored on an optional flash memory card or in printer hard disk. **Notes:** • Job Buffer Size must be set to 100%. • Make sure the optional flash memory or printer hard disk is installed correctly and working.
Asset Report	Print a report containing asset information including the printer serial number and model name. The report contains text and UPC barcodes that can be scanned into an asset database.

Network/Ports menu

Active NIC menu

Use	To
Active NIC Auto [list of network cards]	**Notes:** • Auto is the factory default setting. • This menu item appears only when an optional network card is installed.

Standard Network or Network [x] menus

Note: Only active ports appear in this menu. All inactive ports are omitted.

Use	To
PCL SmartSwitch On Off	Set the printer to automatically switch to PCL emulation when a print job requires it, regardless of the default printer language. **Notes:** • On is the factory default setting. • When Off is used, the printer does not examine incoming data. The printer uses PostScript emulation if PS SmartSwitch is set to On. It uses the default printer language specified in the Setup menu if PS SmartSwitch is set to Off.

Use	To
PS SmartSwitch On Off	Set the printer to automatically switch to PS emulation when a print job requires it, regardless of the default printer language. **Notes:** • On is the factory default setting. • When Off is used, the printer does not examine incoming data. The printer uses PCL emulation if PCL SmartSwitch is set to On. It uses the default printer language specified in the Setup menu if PCL SmartSwitch is set to Off.
NPA Mode Off Auto	Set the printer to perform the special processing required for bidirectional communication following the conventions defined by the NPA protocol. **Notes:** • Auto is the factory default setting. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
Network Buffer Auto 3KB to [maximum size allowed]	Set the size of the network input buffer. **Notes:** • Auto is the factory default setting. • The value can be changed in 1-KB increments. • The maximum size allowed depends on the amount of memory in the printer, the size of the other link buffers, and whether Resource Save is set to On or Off. • To increase the maximum size range for the Network Buffer, disable or reduce the size of the parallel, serial, and USB buffers. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
Job Buffering Off On Auto	Temporarily store print jobs in the printer hard disk before printing. This menu only appears when a formatted disk is installed. **Notes:** • Off is the factory default setting. • On buffers print jobs on the printer hard disk. • Auto buffers print jobs only when the printer is busy processing data from another input port. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
Mac Binary PS On Off Auto	Set the printer to process Macintosh binary PostScript print jobs. **Notes:** • Auto is the factory default setting. • Off filters print jobs using the standard protocol. • On processes raw binary PostScript print jobs.

Use	To
Standard Network Setup OR Network [x] Setup Reports Network Card TCP/IP IPv6 Wireless AppleTalk	Display and set the printer network settings. **Note:** The Wireless menu appears only when the printer is connected to a wireless network.

Reports menu

To access the menu, navigate to any of the following:

- **Network/Ports** menu > **Networks/Ports** > **Standard Network** > **Standard Network Setup** > **Reports**
- **Network/Ports** menu > **Networks/Ports** > **Network [x]** > **Network [x] Setup** > **Reports**

Use	To
Print Setup Page	Print a report containing information about the network printer settings, such as the TCP/IP address.

Network Card menu

To access the menu, navigate to any of the following:

- **Network/Ports menu** > **Network/Ports** > **Standard Network** > **Standard Network Setup** > **Network Card**
- **Network/Ports menu** > **Network/Ports** > **Network [x]** > **Network [x] Setup** > **Network Card**

Use	To
View Card Status Connected Disconnected	View the connection status of the network card.
View Card Speed	View the speed of an active network card.
Network Address UAA LAA	View the network addresses.
Job Timeout 0, 10–255 seconds	Set the amount of time it takes for a network print job to be canceled. **Notes:** - 90 seconds is the factory default setting. - A setting value of 0 disables the timeout. - If a value of 1–9 is selected, then the setting is saved as 10.
Banner Page Off On	Allow the printer to print a banner page. **Note:** Off is the factory default setting.

TCP/IP menu

To access the menu, navigate to either of the following:

- **Network/Ports** > **Standard Network** > **Standard Network Setup** > **TCP/IP**
- **Network/Ports** > **Network [x]** > **Network [x] Setup** > **TCP/IP**

Note: This menu is available only in network printers or printers that are attached to print servers.

Use	To
Set Hostname	Set the current TCP/IP hostname.
IP Address	View or change the current TCP/IP address.
	Note: Manually setting the IP address sets the Enable DHCP and Enable Auto IP settings to Off. It also sets Enable BOOTP and Enable RARP to Off on systems that support BOOTP and RARP.
Netmask	View or change the current TCP/IP netmask.
Gateway	View or change the current TCP/IP gateway.
Enable DHCP On Off	Specify the DHCP address and parameter assignment. **Note:** On is the factory default setting.
Enable RARP On Off	Specify the RARP address assignment setting. **Note:** Off is the factory default setting.
Enable BOOTP On Off	Specify the BOOTP address assignment setting. **Note:** On is the factory default setting.
Enable AutoIP Yes No	Specify the Zero Configuration Networking setting. **Note:** Yes is the factory default setting.
Enable FTP/TFTP Yes No	Send files to the printer using the built-in FTP server. **Note:** Yes is the factory default setting.
Enable HTTP Server Yes No	Enable the built-in Web server (Embedded Web Server) which lets you monitor and manage the printer remotely using a Web browser. **Note:** Yes is the factory default setting.
WINS Server Address	View or change the current WINS server address.
Enable DDNS Yes No	View or change the current DDNS setting. **Note:** Yes is the factory default setting.
Enable mDNS Yes No	View or change the current mDNS setting. **Note:** Yes is the factory default setting.
DNS Server Address	View or change the current DNS server address.
Backup DNS Server Address [x]	View or change the current DNS server address.

Use	To
Enable HTTPS Yes No	View or change the current HTTPS setting. **Note:** Yes is the factory default setting.

IPv6 menu

To access the menu, navigate to any of the following:

- **Network/Ports menu** > **Standard Network** > **Standard Network Setup** >**IPv6**
- **Network/Ports menu** > **Network [x]** > **Network [x] Setup** > **IPv6**

Note: This menu is available only in network printers or printers that are attached to print servers.

Use	To
Enable IPv6 On Off	Enable IPv6 in the printer. **Note:** On is the factory default setting.
Auto Configuration On Off	Specify whether or not the network adapter accepts the automatic IPv6 address configuration entries provided by a router. **Note:** On is the factory default setting.
Set Hostname **View Address** **View Router Address**	Set the host name. **Note:** These settings can be changed only from the Embedded Web Server.
Enable DHCPv6 On Off	Enable DHCPv6 in the printer. **Note:** On is the factory default setting.

Wireless menu

Note: This menu is available only in printer models connected to a wireless network.

To access the menu, navigate to any of the following:

- **Network/Ports** > **Standard Network** > **Standard Network Setup** >**Wireless**
- **Network/Ports** > **Network [x]** > **Network [x] Setup** > **Wireless**

Use	To
Wi‑Fi Protected Setup (WPS) Start Push Button Method Start PIN Method	Establish a wireless network and enable network security. **Notes:** • Start Push Button Method connects the printer to a wireless network by pressing buttons on both the printer and the access point (wireless router) within a given period of time. • Start PIN Method connects the printer to a wireless network by using a PIN on the printer and entering it into the wireless settings of the access point.

Use	To
Enable/Disable WPS Auto-detection Enable Disable	Automatically detect the connection method that an access point with WPS uses—Start Push Button Method or Start PIN Method. **Note:** Disable is the factory default setting.
Network Mode Infrastructure Ad hoc	Specify the network mode. **Notes:** • Ad hoc is the factory default setting. This configures wireless connection directly between the printer and a computer. • Infrastructure lets the printer access a network using an access point.
Compatibility 802.11b/g 802.11b/g/n	Specify the wireless standard for the wireless network. **Note:** The 802.11b/g/n is the factory default setting.
Choose Network	Select an available network for the printer to use.
View Signal Quality	View the quality of the wireless connection.
View Security Mode	View the encryption method for the wireless network.

AppleTalk menu

Note: This menu is available only in printer models connected to a wired network or when an optional network card is installed.

To access the menu, navigate to any of the following:

- **Network/Ports** > **Standard Network** > **Standard Network Setup** > **AppleTalk**
- **Network/Ports** > **Network Setup [x]** > **AppleTalk**

Use	To
Activate Yes No	Enable or disable AppleTalk support. **Note:** Yes is the factory default setting.
View Name	Show the assigned AppleTalk name. **Note:** The name can be changed only from the Embedded Web Server.
View Address	Show the assigned AppleTalk address. **Note:** The address can be changed only from the Embedded Web Server.
Set Zone [list of zones available on the network]	Provide a list of AppleTalk zones available on the network. **Note:** The factory default setting is the default zone for the network. If no default zone exists, then the zone marked with an asterisk (*) is the default setting.

Standard USB menu

Use	To
PCL SmartSwitch On Off	Set the printer to automatically switch to PCL emulation when a print job received through a USB port requires it, regardless of the default printer language. **Notes:** • On is the factory default setting. • When set to Off, the printer does not examine incoming data. The printer uses PostScript emulation if the PS SmartSwitch is set to On. It uses the default printer language specified in the Setup menu if the PS SmartSwitch is set to Off.
PS SmartSwitch On Off	Set the printer to automatically switch to PS emulation when a print job received through a USB port requires it, regardless of the default printer language. **Notes:** • On is the factory default setting. • When set to Off, the printer does not examine incoming data. The printer uses PCL emulation if the PCL SmartSwitch is set to On. It uses the default printer language specified in the Setup menu if the PCL SmartSwitch is set to Off.
NPA Mode On Off Auto	Set the printer to perform the special processing required for bidirectional communication following the conventions defined by the NPA protocol. **Notes:** • Auto is the factory default setting. Auto sets the printer to examine data, determine the format, and then process it appropriately. • The printer automatically restarts when changing the setting from the printer control panel. The menu selection is then updated.
USB Buffer Disabled Auto 3K to [maximum size allowed]	Set the size of the USB input buffer. **Notes:** • Auto is the factory default setting. • Disabled turns off job buffering. Any jobs already buffered on the printer hard disk are printed before normal processing resumes. • The USB buffer size value can be changed in 1-K increments. • The maximum size allowed depends on the amount of memory in the printer, the size of the other link buffers, and whether Resource Save is set to On or Off. • To increase the maximum size range for the USB Buffer, disable or reduce the size of the parallel, serial, and network buffers. • The printer automatically restarts when the setting is changed from the printer control panel. The menu selection is then updated.

Use	To
Job Buffering Off On Auto	Temporarily store print jobs in the printer hard disk before printing. **Notes:** • Off is the factory default setting. • On buffers jobs on the printer hard disk. • Auto buffers print jobs only if the printer is busy processing data from another input port. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
Mac Binary PS On Off Auto	Set the printer to process Macintosh binary PostScript print jobs. **Notes:** • Auto is the factory default setting. • On processes raw binary PostScript print jobs. • Off filters print jobs using the standard protocol.
ENA Address yyy.yyy.yyy.yyy	Set the network address information for an external print server. **Note:** This menu is available only when the printer is attached to an external print server through the USB port.
ENA Netmask yyy.yyy.yyy.yyy	Set the netmask information for an external print server. **Note:** This menu is available only when the printer is attached to an external print server through the USB port.
ENA Gateway yyy.yyy.yyy.yyy	Set the gateway information for an external print server. **Note:** This menu is available only when the printer is attached to an external print server through the USB port.

Parallel [x] menu

Note: This menu appears only when an optional parallel card is installed.

Use	To
PCL SmartSwitch On Off	Set the printer to automatically switch to PCL emulation when a print job received through a serial port requires it, regardless of the default printer language. **Notes:** • On is the factory default setting. • When set to Off, the printer does not examine incoming data. The printer uses PostScript emulation if PS SmartSwitch is set to On. It uses the default printer language specified in the Setup menu if PS SmartSwitch is set to Off.

Use	To
PS SmartSwitch On Off	Set the printer to automatically switch to PS emulation when a print job received through a serial port requires it, regardless of the default printer language. **Notes:** • On is the factory default setting. • When set to Off, the printer does not examine incoming data. The printer uses PCL emulation if PCL SmartSwitch is set to On. It uses the default printer language specified in the Setup menu if PCL SmartSwitch is set to Off.
NPA Mode On Off Auto	Set the printer to perform the special processing required for bidirectional communication following the conventions defined by the NPA protocol. **Notes:** • Auto is the factory default setting. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
Parallel Buffer Disabled Auto 3K to [maximum size allowed]	Set the size of the parallel input buffer. **Notes:** • Auto is the factory default setting. • Disabled turns off job buffering. Any print jobs already buffered on the printer hard disk are printed before normal processing resumes. • The parallel buffer size setting can be changed in 1-KB increments. • The maximum size allowed depends on the amount of memory in the printer, the size of the other link buffers, and whether Resource Save is set to On or Off. • To increase the maximum size range for the Parallel Buffer, disable or reduce the size of the USB, serial, and network buffers. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
Job Buffering Off On Auto	Temporarily store print jobs on the printer hard disk before printing. **Notes:** • Off is the factory default setting. • On buffers print jobs on the printer hard disk. • Auto buffers print jobs only if the printer is busy processing data from another input port. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
Advanced Status On Off	Enable bidirectional communication through the parallel port. **Notes:** • On is the factory default setting. • Off disables parallel port negotiation.

Use	To
Protocol Standard Fastbytes	Specify the parallel port protocol. **Notes:** • Fastbytes is the factory default setting. It provides compatibility with most existing parallel ports and is the recommended setting. • Standard tries to resolve parallel port communication problems.
Honor Init On Off	Determine if the printer honors printer hardware initialization requests from the computer. **Notes:** • Off is the factory default setting. • The computer requests initialization by activating the Init signal from the parallel port. Many personal computers activate the Init signal each time the computer is turned on.
Parallel Mode 2 On Off	Determine if the parallel port data is sampled on the leading or trailing edge of a strobe. **Note:** On is the factory default setting.
Mac Binary PS On Off Auto	Set the printer to process Macintosh binary PostScript print jobs. **Notes:** • Auto is the factory default setting. • Off filters print jobs using the standard protocol. • On processes raw binary PostScript print jobs.
ENA Address yyy.yyy.yyy.yyy	Set the network address information for an external print server. **Note:** This menu item is available only if the printer is attached to an external print server through the USB port.
ENA Netmask yyy.yyy.yyy.yyy	Set the netmask information for an external print server. **Note:** This menu item is available only if the printer is attached to an external print server through the USB port.
ENA Gateway yyy.yyy.yyy.yyy	Set the gateway information for an external print server. **Note:** This menu item is available only if the printer is attached to an external print server through the USB port.

Serial [x] menu

Note: This menu appears only when an optional serial card is installed.

Use	To
PCL SmartSwitch On Off	Set the printer to automatically switch to PCL emulation when a print job received through a serial port requires it, regardless of the default printer language. **Notes:** • On is the factory default setting. • When set to Off, the printer does not examine incoming data. The printer uses PostScript emulation if PS SmartSwitch is set to On. It uses the default printer language specified in the Setup menu if PS SmartSwitch is set to Off.
PS SmartSwitch On Off	Set the printer to automatically switch to PS emulation when a print job received through a serial port requires it, regardless of the default printer language. **Notes:** • On is the factory default setting. • When set to Off, the printer does not examine incoming data. The printer uses PCL emulation if PCL SmartSwitch is set to On. It uses the default printer language specified in the Setup menu if PCL SmartSwitch is set to Off.
NPA Mode On Off Auto	Set the printer to perform the special processing required for bidirectional communication following the conventions defined by the NPA protocol. **Notes:** • Auto is the factory default setting. Auto sets the printer to examine data, determine the format, and then processes it appropriately. • When set to On, the printer performs NPA processing. If the data is not in NPA format, it is rejected as bad data. • When set to Off, the printer does not perform NPA processing. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
Serial Buffer Disabled Auto 3K to [maximum size allowed]	Set the size of the serial input buffer. **Notes:** • Auto is the factory default setting. • Disabled turns off job buffering. Any jobs already buffered on the disk are printed before normal processing is resumed. • The serial buffer size setting can be changed in 1-KB increments. • The maximum size allowed depends on the amount of memory in the printer, the size of the other link buffers, and whether Resource Save is set to On or Off. • To increase the maximum size range for the Serial Buffer, disable or reduce the size of the parallel, serial, and network buffers. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.

Use	To
Job Buffering Off On Auto	Temporarily store print jobs on the printer hard disk before printing. **Notes:** • Off is the factory default setting. The printer does not buffer print jobs on the printer hard disk. • On buffers print jobs on the printer hard disk. • Auto buffers print jobs only if the printer is busy processing data from another input port. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
Protocol DTR DTR/DSR XON/XOFF XON/XOFF/DTR XONXOFF/DTRDSR	Select the hardware and software handshaking settings for the serial port. **Notes:** • DTR is the factory default setting. • DTR/DSR is a hardware handshaking setting. • XON/XOFF is a software handshaking setting. • XON/XOFF/DTR and XON/XOFF/DTR/DSR are combined hardware and software handshaking settings.
Robust XON On Off	Determine whether the printer communicates availability to the computer. **Notes:** • Off is the factory default setting. • This menu item applies only to the serial port if Serial Protocol is set to XON/XOFF.
Baud 1200 2400 4800 9600 19200 38400 57600 115200 138200 172800 230400 345600	Specify the rate at which data can be received through the serial port. **Notes:** • 9600 is the factory default setting. • 138200, 172800, 230400, and 345600 baud rates are only displayed in the Standard Serial menu. These settings do not appear in the Serial Option 1, Serial Option 2, or Serial Option 3 menus.
Data Bits 7 8	Specify the number of data bits sent in each transmission frame. **Note:** 8 is the factory default setting.

Use	To
Parity Even Odd None Ignore	Set the parity for serial input and output data frames. **Note:** None is the factory default setting.
Honor DSR On Off	Determine whether the printer uses the DSR Signal. **Notes:** • Off is the factory default setting. • DSR is a handshaking signal used by most serial cables. The serial port uses DSR to distinguish data sent by the computer from data created by electrical noise in the serial cable. The electrical noise can cause stray characters to print. Set this to On to prevent stray characters from printing.

SMTP Setup menu

Use	To
Primary SMTP Gateway **Primary SMTP Gateway Port** **Secondary SMTP Gateway** **Secondary SMTP Gateway Port**	Specify SMTP server gateway and port information. **Note:** 25 is the default SMTP gateway port.
SMTP Timeout 5–30	Specify the amount of time in seconds before the server stops trying to send an e-mail. **Note:** 30 is the factory default setting.
Reply Address	Specify a reply address of up to 128 characters in the e-mail sent by the printer.
Use SSL Disabled Negotiate Required	Set the printer to use SSL for increased security when connecting to the SMTP server. **Notes:** • Disabled is the factory default setting. • Negotiate lets the SMTP server determine if SSL is used.
SMTP Server Authentication No authentication required Login/Plain CRAM-MD5 Digest-MD5 NTLM Kerberos 5	Specify the type of user authentication required for "scan to e-mail" privileges. **Note:** "No authentication required" is the factory default setting.

Use	To
Device-Initiated E-mail None Use Device SMTP Credentials **User-Initiated E-mail** None Use Device SMTP Credentials Use Session User ID & Password Use Session E-mail address & Password Prompt User	Specify what credentials will be used when communicating to the SMTP server. Some SMTP servers require credentials to send an e-mail. **Notes:** • None is the factory default setting for Device-Initiated E-mail and User-Initiated E-mail. • Device Userid and Device Password are used to log in to the SMTP server when Use Device SMTP Credentials is selected.
Device Userid	
Device Password	
Kerberos 5 Realm	
NTLM Domain	

Security menu

Edit Security Setups menu

Use	To
Edit Backup Password	Create a backup password. **Note:** This menu item appears only when a backup password exists.
Edit Building Blocks	Edit the internal accounts, NTLM, various setups, password, and PIN.
Edit Security Templates	Add or edit a security template.
Edit Access Controls	Control access to printer menus, firmware updates, held jobs, and other access points.

Miscellaneous Security Settings menu

Use	To
Login Restrictions Login failures Failure time frame Lockout time Panel Login Timeout Remote Login Timeout	Limit the number and time frames of failed login attempts from the printer control panel before *all* users are locked out. **Notes:** • "Login failures" specifies the number of failed login attempts before users are locked out. Settings range from 1–10 attempts. 3 attempts is the factory default setting. • "Failure time frame" specifies the time frame during which failed login attempts can be made before users are locked out. Settings range from 1–60 minutes. 5 minutes is the factory default setting. • "Lockout time" specifies how long users are locked out after exceeding the login failures limit. Settings range from 1–60 minutes. 5 minutes is the factory default setting. 1 indicates the printer does not impose a lockout time. • "Panel Login Timeout" specifies how long the printer remains idle on the home screen before automatically logging off the user. Settings range from 1–900 seconds. 30 seconds is the factory default setting. • "Remote Login Timeout" specifies how long a remote interface remains idle before automatically logging off the user. Settings range from 1–120 minutes. 10 minutes is the factory default setting.
Security Reset Jumper Access controls="No Security" No Effect Reset factory security defaults	Adjust the security settings. **Notes:** • "Access controls='No Security'" retains all the security information that the user has defined. "No Security" is the factory default setting. • "No Effect" means the reset has no effect on the printer security configuration. • "Reset factory security defaults" deletes all security information that the user has defined, and restores the factory default settings in the Miscellaneous Security menu.
LDAP Certificate Verification Demand Try Allow Never	Allow the user to request a server certificate. **Notes:** • "Demand" means a server certificate is requested. If a bad certificate is provided or if no certificate is provided, then the session is terminated immediately. "Demand" is the factory default setting. • "Try" means a server certificate is requested. If no certificate is provided, then the session proceeds normally. If a bad certificate is provided, then the session is terminated immediately. • "Allow" means a server certificate is requested. If no certificate is provided, then the session proceeds normally. If a bad certificate is provided, then it will be ignored and the session proceeds normally. • "Never" means no server certificate is requested.
Minimum PIN Length 1–16	Limit the digit length of the personal identification number (PIN). **Note:** 4 is the is the factory default setting.

Confidential Print menu

Use	To
Max Invalid PIN Off 2–10	Limit the number of times an invalid PIN can be entered. **Notes:** • This menu appears only when a formatted, non‑defective printer hard disk is installed. • Once the limit is reached, the print jobs for that user name and PIN are deleted.
Confidential Job Expiration Off 1 hour 4 hours 24 hours 1 week	Limit the amount of time a confidential print job stays in the printer before it is deleted. **Notes:** • If the "Confidential Job Expiration" setting is changed while confidential print jobs reside in the printer RAM or printer hard disk, then the expiration time for those print jobs does not change to the new default value. • If the printer is turned off, then all confidential jobs held in the printer RAM are deleted.
Repeat Job Expiration Off 1 hour 4 hours 24 hours 1 week	Set a time limit on how long the printer stores print jobs.
Verify Job Expiration Off 1 hour 4 hours 24 hours 1 week	Set a time limit on how long the printer stores print jobs needing verification.
Reserve Job Expiration Off 1 hour 4 hours 24 hours 1 week	Set a time limit on how long the printer stores print jobs for printing at a later time.
Note: Off is the factory default setting.	

Erase Temporary Data Files menu

Erase Temporary Data Files deletes *only* print job data on the printer hard disk that *are not* currently in use by the file system. All permanent data on the hard disk are preserved, such as downloaded fonts, macros, and held jobs.

Note: This menu appears only when a formatted, working hard disk is installed.

Use	To

Wiping Mode
    Off
    Auto
    Manual
	Specify the mode for erasing temporary data files.
	Note: Auto is the factory default setting.

Automatic Method
    Single pass
    Multi‑pass
	Specify a method for automatic disk wiping.
	Notes:
	
	  • Single pass is the factory default setting.
	  • Highly confidential information should be erased using *only* the Multiple pass method.

Manual Method
    Single pass
    Multi‑pass
	Specify a method for manual disk wiping.
	Note: Single pass is the factory default setting.

Scheduled Method
    Single pass
    Multi‑pass
	Specify a method for a scheduled disk wiping.
	Note: Single pass is the factory default setting.

Security Audit Log menu

Use	To

Export Log	Enable an authorized user to export the security log.
	Notes:
	
	  • To export the log from the printer control panel, attach a flash drive to the printer.
	  • To export the log from the Embedded Web Server, download the log to a computer.

Delete Log
    Yes
    No
	Specify whether audit logs are deleted.
	Note: Yes is the factory default setting.

Use	To

Configure Log
Enable Audit
    Yes
    No
Enable Remote Syslog
    Yes
    No
Remote Syslog Server
    [256 character string]
Remote Syslog Port
    1–65535
Remote Syslog Method
    Normal UDP
    Stunnel
Remote Syslog Facility
    0–23
Log full behavior
    Wrap over oldest entries
    E-mail log then delete all entries
Admin's e-mail address
    [256 character string]
Digitally sign exports
    Off
    On
Severity of events to log
    0–7
Remote Syslog non-logged events
    No
    Yes
E-mail log cleared alert
    No
    Yes
E-mail log wrapped alert
    No
    Yes
E-mail % full alert
    No
    Yes
% full alert level
    1–99
E-mail log exported alert
    No
    Yes
E-mail log settings changed alert
    No
    Yes
Log line endings
    LF (\n)
    CR (\r)
    CRLF (\r\n)
	Specify whether and how the audit logs are created.
	
	Notes:
	
	• "Enable Audit" determines if events are recorded in the secure audit log and remote syslog. No is the factory default setting.
	• "Enable Remote Syslog" determines if logs are sent to a remote server. No is the factory default setting.
	• "Remote Syslog Server" determines the value used to send logs to the remote syslog server. 4 is the factory default setting.
	• "Remote Syslog Port" identifies the port over which the printer transmits logged events to a remote server.
	• "Remote Syslog Method" identifies the protocol used by the printer to transmit logged events to a remote server. Normal UDP is the factory default setting.
	• "Remote Syslog Facility" determines the Facility value that the printer uses when sending events to the remote syslog server. 4 is the factory default setting.
	• "Log full behavior" determines how the printer resolves if the log entirely fills its allotted memory. "Wrap over oldest entries" is the factory default setting.
	• The value of the "Admin's e-mail address setting can be a single e-mail address or a comma-delimited list of e-mail addresses.
	• "Digitally sign exports" determines if the printer automatically signs each exported security log. Off is the factory default setting.
	• "Severity of events to log" records the severity value of each event. 4 is the factory default setting.
	• "Remote Syslog non-logged events" determines if the printer sends events to the remote server that have a severity level greater than the value of the "Severity of events to log" setting. No is the factory default setting.
	• "E-mail log cleared alert" determines if the printer sends an e-mail to the administrator every time a log is deleted via printer control panel or EWS. No is the factory default setting.
	• "E-mail log wrapped alert" determines if the printer sends the administrator an e-mail when log entries are wrapping. No is the factory default setting.
	• "% full alert level" determines if the space occupied by log equals or exceeds the value of the full alert level. 90 is the factory default setting.
	• "E-mail % full alert" determines if the printer sends the administrator an e-mail when the log fills a certain amount of its allotted space. No is the factory default setting.
	• "E-mail log exported alert" determines if the printer sends the administrator an e-mail when there is a log exported. No is the factory default setting.
	• "E-mail log settings changed alert" determines if the printer sends the administrator an e-mail when the value of the Enable Audit Log setting is toggled.

Set Date and Time menu

Use	To
Current Date and Time	View the current date and time settings for the printer.
Manually Set Date and Time	Enter the date and time. **Notes:** • Date/Time is set in YYYY-MM-DD HH:MM:SS format. • Manually setting the date and time sets Enable NTP to No.
Time Zone	Select the time zone. **Note:** GMT is the factory default setting.
Automatically Observe DST 　On 　Off	Set the printer to use the applicable daylight saving time (DST) start and end times associated with the printer Time Zone setting. **Note:** On is the factory default setting and uses the applicable Daylight Saving Time associated with the Time Zone setting.
Custom Time Zone Setup 　UTC Offset 　DST Start Week 　DST Start DayOff 　DST Start Month 　DST Start Time 　DST End Week 　DST End Day 　DST End Month 　DST End Time 　DST Offset	Select the time zone.
Enable NTP 　On 　Off	Enable or disable Network Time Protocol, which synchronizes the clocks of printers on a network. **Note:** On is the factory default setting.
NTP Server	View the NTP server address.
Enable Authentication 　Off 　On	Change the authentication setting to On or Off. **Notes:** • Off is the factory default setting. • If the authentication setting is enabled, then the printer will ask for the user credentials, such as user ID and password.

Settings menu

General Settings menu

Use	To
Display Language English Francais Deutsch Italiano Espanol Greek Dansk Norsk Nederlands Svenska Portugues Suomi Russian Polski Magyar Turkce Cesky Simplified Chinese Traditional Chinese Korean Japanese	Set the language of the text appearing on the display.
Eco-Mode Off Energy Energy/Paper Paper	Minimize the use of energy, paper, or specialty media. **Note:** Off is the factory default setting. This resets the printer to its factory default settings.
ADF Loaded Beep Enabled Disabled	Specify whether the ADF sounds a beep when paper is loaded. **Note:** Disabled is the factory default setting.
Quiet Mode Off On	Minimize the printer noise. **Note:** Off is the factory default setting. This supports the performance specifications for the printer.
Run Initial setup Yes No	Run the setup wizard.

Use	To

Keyboard
    Keyboard Type
       English
       Francais
       Francais Canadien
       Deutsch
       Italiano
       Espanol
       Greek
       Dansk
       Norsk
       Nederlands
       Svenska
       Suomi
       Portugues
       Russian
       Polski
       Swiss German
       Swiss French
       Turkce
       Korean
    Custom Key [x]
    Accents/Symbols Tab
       On
       Off
    Russian/Polish Tab
       On
       Off
    Korean Tab
       On
       Off
	Specify a language and custom key information for the printer keyboard. The additional tabs enable access to accent marks and symbols from the keyboard.

Paper Sizes
    U.S.
    Metric
	Specify the unit of measurement for paper sizes.
	
	 Notes:
	
	 • U.S. is the factory default setting. Metric is the international factory setting.
	 • Initial setting is determined by your country or region selection in the initial setup wizard.

Scan to PC Port Range [port range]	Specify a valid port range for printers behind a port blocking firewall. **Note:** 9751:12000 is the factory default setting.

Use	To

Displayed Information
Left side
Right side
Custom Text [x]
    [text entry]
	Specify what is displayed on the upper corners of the home screen.
	For Left side and Right side, select from the following options:
	    None
	    IP Address
	    Hostname
	    Contact Name
	    Location
	    Date/Time
	    mDNS/DDNS Service Name
	    Zero Configuration Name
	    Cartridge Level
	    Custom Text [x]
	Notes:
	• IP Address is the factory default setting for Left side.
	• Date/Time is the factory default setting for Right side.

Displayed Information (continued)
[x] Cartridge
[x] Photoconductor
Fuser
Transfer Module
	Customize the display information for the supplies.
	Select from the following options:
	    When to display
	        Do not display
	        Display
	    Message to display
	        Default
	        Alternate
	    Default
	        [text entry]
	    Alternate
	        [text entry]
	Notes:
	• Off is the factory default setting for Display When Supply Registers.
	• Default is the factory default setting for Message to display.

Use	To

Displayed Information (continued)
 	
   Waste Toner Bottle
   Paper Jam
   Load Paper
   Service Errors
	Customize the display information for certain menus.
	Select from the following options:
	   Activate
	      Yes
	      No
	   Type of Message to Display
	      Default
	      Alternate
	   Default Message
	      [text entry]
	   Alternate Message
	      [text entry]
	
	Notes:
	
	• No is the factory default setting for Activate.
	• Default is the factory default setting for Type of Message to Display.

Home screen customization
 	
   Change Language
   Copy
   Copy Shortcuts
   Fax
   Fax Shortcuts
   E‑mail
   E‑mail Shortcuts
   FTP
   FTP Shortcuts
   Search Held Jobs
   Held Jobs
   USB Drive
   Profiles and Solutions
   Bookmarks
   Jobs by User
   Forms and Favorites
	Change the icons that appear on the home screen.
	For each icon, select from the following options:
	   Display
	   Do Not Display

Date Format
 	
   MM‑DD‑YYYY
   DD‑MM‑YYYY
   YYYY‑MM‑DD
	Format the date.

Time Format
 	
   12 hour A.M./P.M.
   24 hour clock
	Format the time.

Screen Brightness 20–100	Specify the brightness of the display.

Use	To
One Page Copy On Off	Set copies from the scanner glass to only one page at a time. **Note:** Off is the factory default setting.
Output Lighting Standard Bin LED Normal/Standby Mode Bright Dim Off Power Saver Bright Dim Off	Set the output lighting for the standard bin. **Notes:** • Bright is the factory default setting in Normal/Standby Mode. • Dim is the factory default setting in Power Saver. • This menu item appears only when an integrated output light is present or when an optional output bin with an indicator light is installed.
Audio Feedback Button Feedback On Off Volume 1–10	Set the audio volume for the buttons. **Notes:** • On is the factory default setting for Button Feedback. • 5 is the factory default setting for Volume.
Show Bookmarks On Off	Specify whether bookmarks are displayed from the Held Jobs area. **Note:** On is the factory default setting.
Allow Background Removal On Off	Specify whether image background removal is allowed. **Note:** On is the factory default setting.
Allow Custom Job Scans On Off	Scan multiple jobs to one file. **Note:** On is the factory default setting. If On is selected, then the Allow Custom Job Scans setting can be enabled for specific jobs.
Scanner Jam Recovery Job level Page level	Specify how a scanned job should be reloaded if a paper jam occurs in the ADF. **Notes:** • Job level is the factory default setting. • If Job level is selected, then the entire job must be rescanned if any pages jam. • If Page level is selected, then rescan from the jammed page forward.
Web Page Refresh Rate 30–300	Specify the number of seconds between Embedded Web Server refreshes. **Note:** 120 is the factory default setting.
Contact Name	Specify a contact name. **Note:** The contact name will be stored on the Embedded Web Server.

Use	To
Location	Specify the location. **Note:** The location will be stored on the Embedded Web Server.
Alarms Alarm Control Cartridge Alarm	Set an alarm when the printer requires operator intervention. For each alarm type, select from the following options: Off Single Continuous **Notes:** • Single is the factory default setting for Alarm Control. Single sounds three quick beeps. • Off is the factory default setting for Cartridge Alarm. Off means no alarm will sound. • Continuous repeats three beeps every 10 seconds.
Timeouts Standby Mode Disabled 1–240	Specify the number of minutes of inactivity before the printer enters a lower power state. **Note:** 15 is the factory default setting.
Timeouts Sleep Mode 1–180	Set the amount of time in seconds the printer waits after a job is printed before it goes into a reduced power state. **Notes:** • 20 is the factory default setting. • Lower settings conserve more energy, but may require longer warm-up times. • Select the lowest setting if the printer shares an electrical circuit with room lighting or you notice lights flickering in the room. • Select a high setting if the printer is in constant use. Under most circumstances, this keeps the printer ready to print with minimum warm-up time.
Timeouts Hibernate Timeout Disabled 20 seconds 1–3 hours 6 hours 1–3 days 1–2 weeks 1 month	Set the amount of time before the printer enters Hibernate mode. **Note:** 3 days is the factory default setting.
Timeouts Screen Timeout 15–300	Set the amount of time in seconds the printer waits before returning the control panel to a Ready state. **Note:** 30 is the factory default setting.

Use	To
Timeouts Print Timeout Disabled 1–255	Set the amount of time in seconds the printer waits to receive an end-of-job message before canceling the remainder of the print job. **Notes:** • 90 is the factory default setting. • When the timer expires, any partially printed page still in the printer is printed, and then the printer checks to see if any new print jobs are waiting. • Print Timeout is available only when using PCL emulation. This setting has no effect on PostScript emulation print jobs.
Timeouts Wait Timeout Disabled 15–65535	Set the amount of time in seconds the printer waits for additional data before canceling a print job. **Notes:** • 40 is the factory default setting. • Wait Timeout is available only when the printer is using PostScript emulation. This setting has no effect on PCL emulation print jobs.
Timeouts Job Hold Timeout 5–255	Set the amount of time the printer waits for user intervention before it holds jobs that require unavailable resources and continues to print other jobs in the print queue. **Notes:** • 30 is the factory default setting. • This menu appears only when a printer hard disk is installed.
Print Recovery Disabled Auto Continue 5–255	Let the printer automatically continue printing from certain offline situations when not resolved within the specified time period. **Note:** Disabled is the factory default setting.
Print Recovery Jam Recovery Auto On Off	Specify whether the printer reprints jammed pages. **Notes:** • Auto is the factory default setting. The printer reprints jammed pages unless the memory required to hold the pages is needed for other printer tasks. •
Print Recovery Page Protect Off On	Successfully print a page that may not have printed otherwise. **Notes:** • Off is the factory default setting. Off prints a partial page when there is not enough memory to print the whole page. • On sets the printer to process the whole page so that the entire page prints.

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Use	To
Press Sleep Button Sleep Hibernate Do Nothing	Determine how the printer, when in idle state, reacts to a short press of the Sleep button. **Notes:** • Sleep is the factory default setting. • Touch anywhere on the display or press a button on the control panel to exit Sleep or Hibernate mode.
Press and Hold Sleep Button Do Nothing Sleep Hibernate	Determine how the printer, when in idle state, reacts to a long press of the Sleep button. **Notes:** • Do Nothing is the factory default setting. • Touch anywhere on the display or press a button on the control panel to exit Sleep or Hibernate mode.
Factory Defaults Do Not Restore Restore Now	Use the printer factory default settings. **Note:** Do Not Restore is the factory default setting.

Copy Settings menu

Use	To
Content Type Text Graphics Text/Photo Photo	Specify the content of the original document. **Note:** Text/Photo is the factory default setting.
Content Source Black/White Laser Color Laser Inkjet Photo/Film Magazine Newspaper Press Other	Specify how the original document was produced. **Note:** Color Laser is the factory default setting.
Color On Off	Specify whether copies are printed in color. **Note:** On is the factory default setting.
Allow color copies On Off	Enable or disable color in copying. **Notes:** • On is the factory default setting. • Off hides all color-specific menus. • This setting overrides the Color setting.

Use	To
Auto Color Detect Color Sensitivity 1–9 Area Sensitivity 1–9	Set the amount of color the printer can detect from the original document. **Note:** This menu item is applicable only when Color is set to Auto.
Sides (Duplex) 1 sided to 1 sided 1 sided to 2 sided 2 sided to 1 sided 2 sided to 2 sided	Specify whether an original document is two-sided or one-sided, and then to specify whether the copy should be two-sided or one-sided. **Note:** 1 sided to 1 sided is the factory default setting. This setting is selected when using a one-sided original document for a one-sided copy job.
Paper Saver Off 2 on 1 Portrait 2 on 1 Landscape 4 on 1 Portrait 4 on 1 Landscape	Copy two or four sheets of a document on one page. **Note:** Off is the factory default setting.
Print Page Borders On Off	Specify whether a border is printed. **Note:** Off is the factory default setting.
Collate Off [1,1,1,2,2,2] On [1,2,1,2,1,2]	Stack the pages of a print job in sequence when printing multiple copies. **Note:** On is the factory default setting.
Original Size Letter Legal Executive Folio Statement Oficio (Mexico) Universal Auto Size Sense Mixed Sizes A4 A5 A6 JIS B5 Custom Scan Size [x] Book Original Business Card 3 x 5 4 x 6 ID Card	Specify the size of the original document. **Note:** Letter is the U.S. factory default setting. A4 is the international factory default setting.

Use	To
Copy To Source Tray [x] Auto Size Match Manual Feeder	Specify the paper source for copy jobs. **Note:** Tray 1 is the factory default setting.
Transparency Separators On Off	Place a sheet of paper between transparencies. **Note:** On is the factory default setting.
Separator Sheets Off Between Copies Between Jobs Between Pages	Place a sheet of paper between pages, copies, or jobs. **Note:** Off is the factory default setting.
Separator Sheet Source Tray [x] Manual Feeder	Specify the paper source for the separator sheet. **Note:** Tray 1 is the factory default setting.
Darkness 1–9	Lighten or darken the output. **Note:** 5 is the factory default setting.
Number of Copies 1–999	Specify the number of copies for the copy job. **Note:** 1 is the factory default setting.

Header/Footer
[Location]
   Off
   Date/Time
   Page number
   Custom text
Print on
   All pages
   First page only
   All but first page
Custom text
	Specify header or footer information and its location on the page.
	For the location, select from the following options:
	• Top left
	• Top middle
	• Top right
	• Bottom left
	• Bottom middle
	• Bottom right
	Notes:
	• Off is the factory default setting for the location.
	• All pages is the factory default setting for Print on.

Overlay Confidential Copy Draft Urgent Custom Off	Specify the overlay text printed on each page of the copy job. **Note:** Off is the factory default setting.
Custom Overlay	Specify the custom overlay text.

Use	To
Allow priority copies On Off	Save custom copy settings as shortcuts. **Note:** On is the factory default setting.
Custom Job scanning Off On	Scan a document that contains mixed paper sizes into a single copy job. **Notes:** • Off is the factory default setting. • This menu appears only when a formatted, working hard disk is installed.
Allow Save as Shortcut On Off	Save custom copy settings as shortcuts. **Note:** On is the factory default setting.
Background Removal -4 to 4	Adjust the amount of background visible on a copy. **Note:** 0 is the factory default setting.
Auto Center Off On	Automatically align the content at the center of the page. **Note:** Off is the factory default setting.
Color Balance Cyan - Red Magenta - Green Yellow - Blue	Enable an equal balance of colors in the output.
Color Dropout Color Dropout None Red Green Blue Default Red Threshold 0–255 Default Green Threshold 0–255 Default Blue Threshold 0–255	Specify which color to drop and to adjust the dropout setting for each color threshold. **Notes:** • None is the factory default setting for Color Dropout. • 128 is the factory default setting for each color threshold.
Contrast 0–5 Best for content	Specify the contrast used for the output. **Note:** Best for content is the factory default setting.
Mirror Image Off On	Create a mirror image of the original document. **Note:** Off is the factory default setting.
Negative Image Off On	Create a negative image of the original document. **Note:** Off is the factory default setting.

Use	To
Shadow Detail -4 to 4	Adjust the amount of shadow detail visible on a copy. **Note:** 0 is the factory default setting.
Scan edge to edge Off On	Specify if the original document is scanned edge-to-edge. **Note:** Off is the factory default setting.
Sharpness 1–5	Adjust the amount of sharpness of a copy. **Note:** 3 is the factory default setting.
Temperature -4 to 4	Specify warm or cool outputs. Cool values generate a bluer output than the default while warm values generate a redder output than the default.
Sample Copy Off On	Create a sample copy of the original document. **Note:** Off is the factory default setting.

Fax Settings menu

Fax Mode (Analog Fax Setup) menu

Analog Fax Setup mode sends the fax job through a telephone line.

General Fax Settings

Use	To
Restore Factory Defaults	Restore the factory defaults of all fax settings.
Optimize Fax Compatibility	Optimize fax compatibility with other fax machines.
Station Name	Specify the name of the fax in the printer.
Station Number	Specify the telephone number assigned to the fax.
Station ID Station Name Station Number	Specify how the fax is identified. **Note:** Station Number is the factory default setting.
Enable Manual Fax On Off	Set the printer to fax manually, which requires a line splitter and a telephone handset. **Notes:** • Off is the factory default setting. • Use a regular telephone to answer an incoming fax job and to dial a fax number. • Press **# 0** on the numeric keypad to go directly to the Manual Fax function.
Memory Use All receive Mostly receive Equal Mostly send All send	Define the allocation of non-volatile memory between sending and receiving fax jobs. **Note:** Equal is the factory default setting.

Use	To
Cancel Faxes Allow Don't Allow	Specify whether canceling of fax jobs is allowed. **Note:** Allow is the factory default setting.
Fax number masking Off From left From right	Specify the direction from where digits are masked in an outgoing fax number. **Notes:** • Off is the factory default setting. • The number of characters masked is determined by the Digits to Mask setting.
Digits to Mask 0–58	Specify the number of digits to mask in an outgoing fax number. **Note:** 0 is the factory default setting.

Fax Cover Page
Fax Cover Page
  Off by default
  On by default
  Never use
  Always use
Include to Field
  On
  Off
Include from Field
  On
  Off
From
Include Message Field
  On
  Off
Message
Include Logo
  On
  Off
Include Footer [x]
  On
  Off
Footer [x]
	Configure the fax cover page.
	Notes:
	• Off by default is the factory default setting for Fax Cover Page.
	• Off is the factory default setting for all other menu items.

Fax Send Settings

Use	To
Resolution Standard Fine 200 dpi Super Fine 300 dpi	Specify quality in dots per inch (dpi). A higher resolution gives better print quality, but increases the fax transmission time for outgoing faxes. **Note:** Standard is the factory default setting.

Use	To
Original Size Letter Legal Executive Folio Statement Oficio (Mexico) Universal Mixed Sizes A4 A5 A6 JIS B5 Custom Scan Size [x] Book Original Business Card 3 x 5 in. 4 x 6 in.	Specify the size of the original document. **Note:** Mixed Sizes is the U.S. factory default setting. A4 is the international factory default setting.
Sides (Duplex) Off Long edge Short edge	Specify the orientation of the original documents loaded in the ADF for two-sided scanning. **Note:** Off is the factory default setting.
Content Type Text Graphics Text/Photo Photo	Specify the content of the original document. **Note:** Text is the factory default setting.
Content Source Black/White Laser Color Laser Inkjet Photo/Film Magazine Newspaper Press Other	Specify how the original document was produced. **Note:** Color Laser is the factory default setting.
Darkness 1–9	Lighten or darken the output. **Note:** 5 is the factory default setting.
Dial Prefix	Enter a dialing prefix, such as 99. A numeric entry field is provided.
Dialing Prefix Rules Prefix Rule [x]	Establish a dialing prefix rule.
Automatic Redial 0–9	Specify the number of times the printer tries to send the fax to a specified number. **Note:** 5 is the factory default setting.

Use	To
Redial frequency 1–200	Specify the number of minutes between redials. **Note:** 3 is the factory default setting.
Behind a PABX Yes No	Enable or disable switchboard blind dialing without a dial tone. **Note:** No is the factory default setting.
Enable ECM Yes No	Enable or disable Error Correction Mode for fax jobs. **Note:** Yes is the factory default setting.
Enable Fax Scans On Off	Fax files that are scanned at the printer. **Note:** On is the factory default setting.
Driver to fax Yes No	Allow the print driver to send fax jobs. **Note:** Yes is the factory default setting.
Allow Save as Shortcut On Off	Save fax numbers as shortcuts in the printer. **Note:** On is the factory default setting.
Dial Mode Tone Pulse	Specify the dialing sound. **Note:** Tone is the factory default setting.
Max Speed 2400 4800 9600 14400 33600	Specify the maximum speed in baud at which faxes are sent. **Note:** 33600 is the factory default setting.
Custom Job scanning On Off	Scan a document that contains mixed paper sizes into a single file. **Notes:** • Off is the factory default setting. • This menu item appears only when a formatted, working hard disk is installed.
Scan Preview On Off	Show whether a preview appears on the display for scan jobs. **Notes:** • Off is the factory default setting. • This menu item appears only when a formatted, working hard disk is installed.
Background Removal -4 to 4	Adjust the amount of background visible on a scanned image. **Note:** 0 is the factory default setting.
Color Balance Cyan - Red Magenta - Green Yellow - Blue	Enable an equal balance of colors in the scanned image.

Use	To
Color Dropout Color Dropout None Red Green Blue Default Red Threshold 0–255 Default Green Threshold 0–255 Default Blue Threshold 0–255	Specify which color to drop and to adjust the dropout setting for each color threshold. **Notes:** • None is the factory default setting for Color Dropout. • 128 is the factory default setting for each color threshold.
Contrast 0–5 Best for content	Specify the contrast in the scanned image. **Note:** Best for content is the factory default setting.
Mirror Image Off On	Create a mirror image of the original document. **Note:** Off is the factory default setting.
Negative Image Off On	Create a negative image of the original document. **Note:** Off is the factory default setting.
Shadow Detail -4 to 4	Adjust the amount of shadow detail visible. **Note:** 0 is the factory default setting.
Scan edge to edge Off On	Specify whether the original document is scanned edge-to-edge. **Note:** Off is the factory default setting.
Sharpness 1–5	Adjust the sharpness of a fax. **Note:** 3 is the factory default setting.
Temperature -4 to 4	Specify warm or cool outputs. Cool values generate a bluer output than the default while warm values generate a redder output than the default. **Note:** 0 is the factory default setting.
Enable Color Fax Scans Off by default On by default Never use Always use	Enable color faxing. **Note:** Off by default is the factory default setting.
Auto Convert Color Faxes to Mono Faxes On Off	Convert all outgoing faxes to black and white. **Note:** On is the factory default setting.

Fax Receive Settings

Use	To
Enable Fax Receive On Off	Allow the printer to receive fax jobs. **Note:** On is the factory default setting.
Enable Caller ID On Off	Display the caller ID information of an incoming fax. **Note:** On is the factory default setting.
Fax Job Waiting None Toner Toner and Supplies	Remove fax jobs from the print queue when the job requires specific unavailable resources. **Note:** None is the factory default setting.
Rings to Answer 1–25	Specify the number of rings before answering an incoming fax job. **Note:** 3 is the factory default setting.
Auto Reduction On Off	Scale an incoming fax job so that it fits the size of the paper loaded in the designated fax source. **Note:** On is the factory default setting.
Paper Source Auto Tray [x] Multipurpose Feeder Manual Feeder	Specify the paper source for printing incoming fax jobs. **Note:** Auto is the factory default setting.
Separator Sheets Off Before Job After Job	Enable the printer to include separator sheets for incoming fax jobs. **Note:** Off is the factory default setting.
Separator Sheet Source Tray [x] Manual Feeder	Specify the paper source for the separator sheet. **Note:** Tray 1 is the factory default setting.
Sides (Duplex) Off On	Enable two-sided printing for incoming fax jobs. **Note:** Off is the factory default setting.
Fax Footer On Off	Print the transmission information at the bottom of each page from a received fax. **Note:** Off is the factory default setting.
Fax Footer Time Stamp Print Time Receive Time	Print the time when the fax was received. **Note:** Receive Time is the factory default setting.

Use	To
Max Speed 2400 4800 9600 14400 33600	Specify the maximum speed in baud at which faxes are received. **Note:** 33600 is the factory default setting.
Fax Forwarding Print Print and Forward Forward	Enable forwarding of received faxes to another recipient. **Note:** Print is the factory default setting.
Forward to Fax E‑mail FTP LDSS eSF	Specify the type of recipient to which faxes are forwarded. **Notes:** • Fax is the factory default setting. • This menu item is available only from the Embedded Web Server.
Forward to Shortcut	Enter the shortcut number which matches the recipient type (Fax, E‑mail, FTP, LDSS, or eSF).
Block No Name Fax Off On	Enable blocking of incoming faxes sent from devices with no station ID or fax ID specified. **Note:** Off is the factory default setting.
Banned Fax List	Enable the list of blocked fax numbers stored in the printer.
Holding Faxes Held Fax Mode Off Always On Manual Scheduled Fax Holding Schedule	Enable the printer to hold received faxes from printing until they are released. Held faxes can be released manually or at a scheduled day or time. **Note:** Off is the factory default setting.
Enable Color Fax Receive On Off	Enable the printer to receive fax in color and print it in grayscale. **Note:** On is the factory default setting.

Fax Log Settings

Use	To
Transmission Log Print log Do not print log Print only for error	Enable printing of a transmission log after each fax job. **Note:** Print log is the factory default setting.
Receive Error Log Print Never Print on Error	Enable printing of a receive error log. **Note:** Print Never is the factory default setting.

Use	To
Auto Print Logs On Off	Enable automatic printing of fax logs. **Notes:** • On is the factory default setting. • Logs print after every 200 fax jobs.
Log Paper Source Tray [x] Manual Feeder	Specify the source of the paper used for printing logs. **Note:** Tray 1 is the factory default setting.
Logs Display Remote Station Name Dialed Number	Specify whether printed logs display the dialed number or the station name or fax name returned. **Note:** Remote Station Name is the factory default setting.
Enable Job Log On Off	Enable access to the Fax Job log. **Note:** On is the factory default setting.
Enable Call Log On Off	Enable access to the Fax Call log. **Note:** On is the factory default setting.

Speaker Settings

Use	To
Speaker Mode Always Off On until Connected Always On	Specify the mode of the speaker. **Note:** On until Connected is the factory default setting. A sound is issued until the fax connection is made.
Speaker Volume High Low	Set the speaker volume to high or low. **Note:** High is the factory default setting.
Ringer Volume Off On	Enable or disable the ringer volume. **Note:** On is the factory default setting.

Answer On

Use	To
All Rings Single Ring Only Double Ring Only Triple Ring Only Single or Double Rings Only Single or Triple Rings Only Double or Triple Rings Only	Specify ring patterns when the printer is answering calls. **Note:** All Rings is the factory default setting.

Fax Mode (Fax Server Setup) menu

Fax Server mode sends the fax job to a fax server for transmission.

To access the menu from the home screen, navigate to:

⊞ > **Settings** > **Fax Settings** > **Fax Server Setup**

Use	To
To Format	Specify the information using the virtual keyboard on the printer control panel.
Reply Address	
Subject	
Message	
SMTP Setup	Specify the SMTP setup information.
Primary SMTP Gateway	Specify the SMTP server port information.
Secondary SMTP Gateway	

Image Format
    PDF (.pdf)
    XPS (.xps)
    TIFF (.tif)
	Specify the image type for scan-to-fax jobs.

Content Type
    Text
    Text/Photo
    Graphics
    Photo
	Specify the content of the original document.
	Note: Text is the factory default setting.

Content Source
    Color Laser
    Inkjet
    Photo/Film
    Magazine
    Newspaper
    Press
    Other
	Specify how the original document was produced.
	Note: Color Laser is the factory default setting.

Fax Resolution
    Standard
    Fine 200 dpi
    Super Fine 300 dpi
    Ultra Fine 600 dpi
	Specify the resolution level for scan to fax.

Darkness 1–9	Lighten or darken the output. **Note:** 5 factory default setting.

Orientation
    Portrait
    Landscape
	Specify the orientation of the scanned image.

Use	To

Original Size
  Letter
  Legal
  Executive
  Folio
  Statement
  Oficio (Mexico)
  Universal
  Auto Size Sense
  Mixed Sizes
  A4
  A5
  A6
  JIS B5
  Custom Scan Size [x]
  Business Card
  3 x 5 in.
  4 x 6 in.
	Specify the paper size of the document that is being scanned.
	
	Note: Mixed Sizes is the US factory default setting. A4 is the international factory default setting.

Use Multi-Page TIFF
  On
  Off
	Provide a choice between single-page TIFF files and multiple-page TIFF files. For a multiple-page scan to fax job, either one TIFF file is created containing all the pages, or multiple TIFF files are created with one file for each page of the job.
	
	Notes:
	
	• On is the factory default setting.
	• This menu item applies to all scan functions.

Enable Analog Receive
  Off
  On
	Enable analog fax receive.
	Note: Off is the factory default setting.

E-mail Settings menu

Use	To

E-mail Server Setup
  Subject
  Message
  File Name
	Specify e-mail server information.

E-mail Server Setup
  Send me a copy
    Never appears
    On by default
    Off by default
    Always On
	Send a copy of the e-mail to the sender.
	Note: Never appears is the factory default setting.

Use	To

E-mail Server Setup
  Max E-mail size
    0–65535 KB
	Specify the maximum e-mail size.
	Note: E-mails bigger than the specified maximum size are not sent.

E-mail Server Setup Size Error Message	Send a message when an e-mail is greater than the configured size limit.
E-mail Server Setup Limit destinations	Specify a domain name, such as a company domain name, and then limit e-mail destinations only to that domain name. **Notes:** • E-mail can be sent only to the specified domain. • The limit is one domain.

E-mail Server Setup
  Web Link Setup
    Server
    Login
    Password
    Path
    File Name
    Web Link
	Define the e-mail server Web link settings.
	Note: The characters *** : ? < >** | are invalid entries for a path name.

Format
  PDF (.pdf)
  TIFF (.tif)
  JPEG (.jpg)
  XPS (.xps)
  RTF (.rtf)
  TXT (.txt)
	Specify the file format.
	Note: PDF (.pdf) is the factory default setting.

PDF Settings
  PDF Version
    1.2–1.7
    A–1a
    A–1b
  PDF Compression
    Normal
    High
  Secure PDF
    Off
    On
  Searchable PDF
    Off
    On
	Configure the PDF settings.
	Notes:
	
	• 1.5 is the factory default setting for PDF Version.
	• Normal is the factory default setting for PDF Compression. This menu item appears only when a formatted, working hard disk is installed.
	• Off is the factory default setting for Secure PDF and Searchable PDF. Secure PDF requires you to enter your password twice.

Use	To
Content Type Text Graphics Text/Photo Photo	Specify the content of the original document. **Note:** Text/Photo is the factory default setting.
Content Source Black/White Laser Color Laser Inkjet Photo/Film Magazine Newspaper Press Other	Specify how the original document was produced. **Note:** Color Laser is the factory default setting.
Color Off On	Specify whether the printer captures and transmits content in color. **Note:** On is the factory default setting.
Resolution 75 dpi 150 dpi 200 dpi 300 dpi 400 dpi 600 dpi	Specify the resolution of the scan in dots per inch. **Note:** 150 dpi is the factory default setting.
Darkness 1–9	Lighten or darken the output. **Note:** 5 is the factory default setting.
Orientation Portrait Landscape	Specify the orientation of the scanned image. **Note:** Portrait is the factory default setting.

Use	To
Original Size Letter Legal Executive Folio Statement Oficio (Mexico) Universal Mixed Sizes A4 A5 A6 JIS B5 Custom Scan Size [x] Book Original Business Card 3 x 5 in. 4 x 6 in.	Specify the size of the original document. **Note:** Letter is the U.S. factory default setting. A4 is the international factory default setting.
Sides (Duplex) Off Long Edge Short Edge	Specify the orientation of the original document loaded in the ADF for two-sided scanning. **Note:** Off is the factory default setting.
JPEG Quality Best for content 5–90	Set the quality of a JPEG photo image in relation to file size and quality of the image. **Note:** Best for content is the factory default setting.
Text Default 5–90	Set the quality of a text image in relation to file size and quality of the image. **Note:** 75 is the factory default setting.
Text/Photo Default 5–90	Set the quality of a text or photo image in relation to file size and the quality of the image. **Note:** 75 is the factory default setting.
Photo Default 5–90	Set the quality of a photo image in relation to file size and the quality of the image. **Note:** 50 is the factory default setting.
E-mail images sent as Attachment Web Link	Specify how the images are sent. **Note:** Attachment is the factory default setting.
Use Multi-Page TIFF On Off	Provide a choice between single-page TIFF files and multiple-page TIFF files. For a multiple-page scan-to-e-mail job, either one TIFF file is created containing all the pages, or multiple TIFF files are created with one file for each page of the job. **Note:** On is the factory default setting.
TIFF Compression LZW JPEG	Specify the format used in compressing TIFF files. **Note:** LZW is the factory default setting.

Use	To
Transmission Log Print log Do not print log Print only for error	Specify whether to print the transmission log. **Note:** Print log is the factory default setting.
Log Paper Source Tray [x] Manual Feeder	Specify the paper source for printing e-mail logs. **Note:** Tray 1 is the factory default setting.
E-mail Bit Depth 1 bit 8 bit	Enable the Text/Photo mode to produce smaller file sizes by using 1-bit images when Color is set to Off. **Note:** 8 bit is the factory default setting.
Custom Job scanning On Off	Copy a document that contains mixed paper sizes. **Notes:** • Off is the factory default setting. • This menu item appears only when a formatted, working hard disk is installed.
Scan Preview On Off	Specify whether a preview appears on the display for scan jobs. **Notes:** • Off is the factory default setting. • This menu item appears only when a formatted, working hard disk is installed.
Allow Save as Shortcut On Off	Save e-mail addresses as shortcuts. **Notes:** • On is the factory default setting. • When set to Off, the Save As Shortcut button does not appear on the e-mail Destination screen.
Background Removal -4 to 4	Adjust the amount of background visible on a scanned image. **Note:** 0 is the factory default setting.
Color Balance Cyan - Red Magenta - Green Yellow - Blue	Enable an equal balance of colors in the output.

Use	To
Color Dropout Color Dropout None Red Green Blue Default Red Threshold 0–255 Default Green Threshold 0–255 Default Blue Threshold 0–255	Specify which color to drop and to adjust the dropout setting for each color threshold. **Notes:** • None is the factory default setting for Color Dropout. • 128 is the factory default setting for each color threshold.
Contrast 0–5 Best for content	Specify the contrast of the output. **Note:** Best for content is the factory default setting.
Mirror Image Off On	Create a mirror image of the original document. **Note:** Off is the factory default setting.
Negative Image Off On	Create a negative image of the original document. **Note:** Off is the factory default setting.
Shadow Detail -4 to 4	Adjust the amount of shadow detail visible on a scanned image. **Note:** 0 is the factory default setting.
Scan edge to edge Off On	Specify whether the original document is scanned edge-to-edge. **Note:** Off is the factory default setting.
Sharpness 1–5	Adjust the amount of sharpness on a scanned image. **Note:** 3 is the factory default setting.
Temperature -4 to 4	Specify warm or cool outputs. Cool values generate a bluer output than the default while warm values generate a redder output than the default. **Note:** 0 is the factory default setting.
Use cc:/bcc: Off On	Enable the use of the cc: and bcc: fields. **Note:** Off is the factory default setting.

FTP Settings menu

Use	To

Format
  PDF (.pdf)
  TIFF (.tif)
  JPEG (.jpg)
  XPS (.xps)
  RTF (.rtf)
  TXT (.txt)
	Specify the file format.
	Note: PDF (.pdf) is the factory default setting.

PDF Settings
  PDF Version
    1.2–1.7
    A–1a
    A–1b
  PDF Compression
    Normal
    High
  Secure PDF
    Off
    On
  Searchable PDF
    Off
    On
	Configure the PDF settings.
	Notes:
	• 1.5 is the factory default setting for PDF Version.
	• Normal is the factory default setting for PDF Compression. This menu item appears only when a formatted, working hard disk is installed.
	• Off is the factory default setting for Secure PDF and Searchable PDF. Secure PDF requires you to enter your password twice.

Content Type
  Text
  Graphics
  Text/Photo
  Photo
	Specify the content of the original document.
	Note: Text/Photo is the factory default setting.

Content Source
  Black/White Laser
  Color Laser
  Inkjet
  Photo/Film
  Magazine
  Newspaper
  Press
  Other
	Specify how the original document was produced.
	Note: Color Laser is the factory default setting.

Color
  Off
  On
	Specify whether the printer captures and transmits content in color.
	Note: On is the factory default setting.

Use	To
Resolution 75 dpi 150 dpi 200 dpi 300 dpi 400 dpi 600 dpi	Specify the quality of the scan in dots per inch (dpi). **Note:** 150 dpi is the factory default setting.
Darkness 1–9	Lighten or darken the output. **Note:** 5 is the factory default setting.
Orientation Portrait Landscape	Specify the orientation of the scanned image. **Note:** Portrait is the factory default setting.
Original Size Letter Legal Executive Folio Statement Oficio (Mexico) Universal Mixed Sizes A4 A5 A6 JIS B5 Custom Scan Size [x] Book Original Business Card 3 x 5 in. 4 x 6 in.	Specify the size of the original document. **Note:** Letter is the U.S. factory default setting. A4 is the international factory default setting.
Sides (Duplex) Off Long edge Short edge	Specify the orientation of the original documents loaded in the ADF for two-sided scanning. **Note:** Off is the factory default setting.
JPEG Quality Best for content 5–90	Set the quality of a JPEG photo image in relation to the file size and quality of the image. **Notes:** • Best for content is the factory default setting. • 5 reduces the file size, but the quality of the image is lessened. • 90 provides the best image quality, but the file size is very large.
Text Default 5–90	Set the quality of the text in relation to the file size and quality of the image. **Note:** 75 is the factory default setting.

Use	To
Text/Photo Default 5–90	Set the quality of a text/photo image in relation to the file size and quality of the image. **Note:** 75 is the factory default setting.
Photo Default 5–90	Set the quality of a photo image in relation to the file size and quality of the image. **Note:** 50 is the factory default setting.
Use Multi-Page TIFF On Off	Provide a choice between single-page TIFF files and multiple-page TIFF files. For a multiple-page scan-to-FTP job, either one TIFF file is created containing all the pages, or multiple TIFF files are created with one file for each page of the job. **Note:** On is the factory default setting.
TIFF Compression LZW JPEG	Specify the format used in compressing TIFF files. **Note:** LZW is the factory default setting.
Transmission Log Print log Do not print log Print only for error	Specify whether to print the transmission log. **Note:** Print log is the factory default setting.
Log Paper Source Tray [x] Manual Feeder	Specify a paper source when printing FTP logs. **Note:** Tray 1 is the factory default setting.
FTP bit Depth 1 bit 8 bit	Enable the Text/Photo mode to have smaller file sizes by using 1-bit images. **Note:** 8 bit is the factory default setting.
File Name	Type a base file name.
Custom Job Scanning On Off	Copy a document that contains mixed paper sizes into a single scan job. **Note:** Off is the factory default setting.
Scan Preview On Off	Specify whether a preview appears on the display for scan jobs. **Notes:** • Off is the factory default setting. • This menu item appears only when a formatted, working printer hard disk is installed.
Allow Save as Shortcut On Off	Enable shortcut creation for FTP addresses. **Note:** On is the factory default setting.
Background Removal -4 to 4	Adjust the amount of background visible on a copy. **Note:** 0 is the factory default setting.
Color Balance Cyan-Red Magenta-Green Yellow-Blue	Enable an equal balance of colors in the output.

Use	To
Color Dropout Color Dropout 　None 　Red 　Green 　Blue Default Red Threshold 　0–255 Default Green Threshold 　0–255 Default Blue Threshold 　0–255	Specify which color to drop and to adjust the dropout setting for each color threshold. **Notes:** • None is the factory default setting for Color Dropout. • 128 is the factory default setting for each color threshold.
Contrast 0–5 Best for content	Specify the contrast of the output. **Note:** Best for content is the factory default setting.
Mirror Image Off On	Create a mirror image of the original document. **Note:** Off is the factory default setting.
Negative Image Off On	Create a negative image of the original document. **Note:** Off is the factory default setting.
Shadow Detail -4 to 4	Adjust the amount of shadow detail visible on a scanned image. **Note:** 0 is the factory default setting.
Scan edge to edge Off On	Specify whether the original document is scanned edge-to-edge. **Note:** Off is the factory default setting.
Sharpness 1–5	Adjust the amount of sharpness of the scanned image. **Note:** 3 is the factory default setting.
Temperature -4 to 4	Enable the user to specify warm or cool outputs. Cool values generate a bluer output than the default while warm values generate a redder output than the default. **Note:** 0 is the factory default setting.

Flash Drive menu

Scan Settings

Use	To
Format PDF (.pdf) TIFF (.tif) JPEG (.jpg) XPS (.xps) RTF (.rtf) TXT (.txt)	Specify the file format. **Note:** PDF (.pdf) is the factory default setting.
PDF Settings PDF Version 　　1.2–1.7 　　A–1a 　　A–1b PDF Compression 　　Normal 　　High Secure PDF 　　Off 　　On Searchable PDF 　　Off 　　On	Configure the PDF settings. **Notes:** • 1.5 is the factory default setting for PDF Version. • Normal is the factory default setting for PDF Compression. • Off is the factory default setting for Secure PDF and Searchable PDF. Secure PDF requires you to enter your password twice.
Content Type Text Graphics Text/Photo Photo	Specify the content of the original document. **Note:** Text/Photo is the factory default setting.
Content Source Black/White Laser Color Laser Inkjet Photo/Film Magazine Newspaper Press Other	Specify how the original document was produced. **Note:** Color Laser is the factory default setting.
Color On Off	Specify whether the printer captures and transmits content in color. **Note:** On is the factory default setting.

Use	To
Resolution 75 dpi 150 dpi 200 dpi 300 dpi 400 dpi 600 dpi	Specify the resolution of the scan in dots per inch (dpi). **Note:** 150 dpi is the factory default setting.
Darkness 1–9	Lighten or darken the output. **Note:** 5 is the factory default setting.
Orientation Portrait Landscape	Specify the orientation of the scanned image. **Note:** Portrait is the factory default setting.
Original Size Letter Legal Executive Folio Statement Oficio (Mexico) Universal Mixed Sizes A4 A5 A6 JIS B5 Custom Scan Size [x] Book Original Business Card 3 x 5 in. 4 x 6 in.	Specify the size of the original document. **Note:** Letter is the U.S. factory default setting. A4 is the international factory default setting.
Sides (Duplex) Off Long edge Short edge	Specify the orientation of the original documents loaded in the ADF for two-sided scanning. **Note:** Off is the factory default setting.
JPEG Quality Best for content 5–90	Set the quality of a JPEG photo image in relation to file size and quality. **Notes:** • Best for content is the factory default setting. • 5 reduces the file size, but the quality of the image is lessened. • 90 provides the best image quality, but the file size is very large.
Text Default 5–90	Set the quality of the text in relation to file size and the quality of the image. **Note:** 75 is the factory default setting.

Use	To
Text/Photo Default 5–90	Set the quality of a text/photo image in relation to file size and quality. **Note:** 75 is the factory default setting.
Photo Default 5–90	Set the quality of a photo image in relation to file size and quality. **Note:** 50 is the factory default setting.
Use Multi-Page TIFF On Off	Provide a choice between single-page TIFF files and multiple-page TIFF files. For a multiple-page scan-to-FTP job, either one TIFF file is created containing all the pages, or multiple TIFF files are created with one file for each page. **Note:** On is the factory default setting.
TIFF Compression LZW JPEG	Specify the format used in compressing TIFF files. **Note:** LZW is the factory default setting.
Scan Bit Depth 1 bit 8 bit	Enable the Text/Photo mode to produce smaller file sizes by using 1-bit images. **Note:** 8 bit is the factory default setting.
File Name	Type a base file name.
Custom Job Scanning On Off	Copy a document that contains mixed paper sizes. **Note:** Off is the factory default setting.
Scan Preview On Off	Specify whether a preview appears on the display for scan jobs. **Notes:** • Off is the factory default setting. • This menu item appears only when a formatted, working hard disk is installed.
Background Removal -4 to 4	Adjust the amount of background visible on a copy. **Note:** 0 is the factory default setting.
Color Balance Cyan - Red Magenta - Green Yellow - Blue	Enable an equal balance of colors in the output.
Color Dropout Color Dropout None Red Green Blue Default Red Threshold 0–255 Default Green Threshold 0–255 Default Blue Threshold 0–255	Specify which color to drop and to adjust the dropout setting for each color threshold. **Notes:** • None is the factory default setting for Color Dropout. • 128 is the factory default setting for each color threshold.

Use	To
Contrast 0–5 Best for content	Specify the contrast of the scanned image. **Note:** Best for content is the factory default setting.
Mirror Image Off On	Create a mirror image of the original document. **Note:** Off is the factory default setting.
Negative Image Off On	Create a negative image of the original document. **Note:** Off is the factory default setting.
Shadow Detail -4 to 4	Adjust the amount of shadow detail visible on a scanned image. **Note:** 0 is the factory default setting.
Scan edge to edge Off On	Specify whether the original document is scanned edge-to-edge. **Note:** Off is the factory default setting.
Sharpness 1–5	Adjust the amount of sharpness on a scanned image. **Note:** 3 is the factory default setting.
Temperature -4 to 4	Specify warm or cool outputs. Cool values generate a bluer output than the default while warm values generate a redder output than the default. **Note:** 0 is the factory default setting.

Print Settings

Copies 1–999	Specify a default number of copies for each print job. **Note:** 1 is the factory default setting.
Paper Source Tray [x] MP Feeder Manual Paper Manual Envelope	Set a default paper source for all print jobs. **Note:** Tray 1 is the factory default setting.
Color Color Black only	Specify whether to print the document in color. **Note:** Color is the factory default setting.
Collate On [1,2,1,2,1,2] Off [1,1,1,2,2,2]	Stack the pages of a print job in sequence when printing multiple copies. **Note:** On is the factory default setting.
Sides (Duplex) 1 sided 2 sided	Enable two-sided printing for incoming print jobs. **Note:** 1 sided is the factory default setting.

Duplex Binding Long Edge Short Edge	Define binding for two-sided pages in relation to page orientation. **Notes:** • Long Edge is the factory default setting. This assumes binding along the long edge of the page (left edge for portrait and top edge for landscape). • Short Edge assumes binding along the short edge of the page (top edge for portrait and left edge for landscape).
Paper Saver Orientation Auto Landscape Portrait	Specify the orientation of a multiple-page document. **Note:** Auto is the factory default setting.
Paper Saver Off 2-Up 3-Up 4-Up 6-Up 9-Up 12-Up 16-Up	Print multiple-page images on one side of the paper. **Note:** Off is the factory default setting.
Paper Saver Border None Solid	Print a border on each page image. **Note:** None is the factory default setting.
Paper Saver Ordering Horizontal Reverse Horizontal Reverse Vertical Vertical	Specify the positioning of multiple-page images. **Notes:** • Horizontal is the factory default setting. • Positioning depends on the number of page images and whether they are in portrait or in landscape orientation.
Separator Sheets Off Between Copies Between Jobs Between Pages	Specify whether to insert blank separator sheets. **Note:** Off is the factory default setting.
Separator Sheet Source Tray [x] Manual	Specify the paper source for separator sheets. **Note:** Tray 1 is the factory default setting.
Blank Pages Do Not Print Print	Specify whether to insert blank pages in a print job. **Note:** Do Not Print is the factory default setting.

OCR Settings menu

Use	To
Auto Rotate On Off	Automatically rotate scanned documents for proper orientation. **Note:** On is the factory default setting.
Despeckle Off On	Remove specks from a scanned image. **Note:** Off is the factory default setting.
Inverse Detection On Off	Recognize and make the white text on a black background editable. **Note:** On is the factory default setting.
Auto Contrast Enhance Off On	Automatically adjust the contrast to improve OCR quality. **Note:** Off is the factory default setting.
Recognized Languages English French German Spanish Italian Portugues Danish Dutch Norwegian Swedish Finnish Hungarian Polish	Set the language or languages that the OCR can recognize. For each language, select from the following options: Off On **Note:** The language is enabled by default. If it is set to a value that is not in the list of recognized languages, English is enabled by default.

Print Settings

Setup menu

Use	To
Printer Language PS Emulation PCL Emulation	Set the default printer language. **Notes:** • PS Emulation is the factory default printer language. PS emulation uses a PS interpreter for processing print jobs. • PCL Emulation uses a PCL interpreter for processing print jobs. • Setting a printer language as the default does not prevent a software program from sending print jobs that use another printer language.

Use	To
Job Waiting On Off	Specify if print jobs are removed from the print queue when they require unavailable printer options or custom settings. These print jobs are stored in a separate print queue, so other jobs print normally. When the missing information or options are obtained, the stored jobs print. **Notes:** • Off is the factory default setting. • This menu item appears only when a non-read-only printer hard disk is installed. This requirement ensures that stored jobs are not deleted if the printer loses power.
Print Area Normal Whole Page	Set the logical and physical printable area. **Notes:** • Normal is the factory default setting. When attempting to print data in the non-printable area defined by the Normal setting, the printer clips the image at the boundary. • Whole Page allows images to be moved into the non-printable area defined by the Normal setting, but the printer clips the image at the Normal setting boundary. This setting affects only pages printed using a PCL 5e interpreter. This setting has no effect on pages printed using the PCL XL or PostScript interpreter.
Printer Usage Max Yield Max Speed	Set the printer for a faster print speed or a higher toner yield. **Note:** Max Yield is the factory default setting.
Black Only Mode On Off	Set the printer to print text and graphics using only the black toner cartridge. **Note:** Off is the factory default setting.
Download Target RAM Flash Disk	Set the storage location for downloads. **Notes:** • RAM is the factory default setting. Downloads stored in RAM are temporary. • Storing downloads in flash memory or on a printer hard disk places them in permanent storage. Downloads remain in flash memory or on the printer hard disk even when the printer is turned off. • This menu item appears only when a flash or printer hard disk is installed. • The menu setting reverts to its factory default value after each power-on reset (POR).

Use	To
Resource Save On Off	Specify how the printer handles temporary downloads, such as fonts and macros stored in the RAM, when the printer receives a print job that requires more memory than is available. **Notes:** • Off is the factory default setting. Off sets the printer to retain downloads only until memory is needed. Downloads are deleted in order to process print jobs. • On sets the printer to retain downloads during language changes and printer resets. If the printer runs out of memory, **38 Memory Full** appears, but downloads are not deleted.
Print All Order Alphabetical Oldest First Newest First	Specify the order in which held and confidential jobs are printed when Print All Order is selected. **Notes:** • Alphabetical is the factory default setting. • Print jobs always appear in alphabetical order on the printer control panel.

Finishing menu

Use	To
Sides (Duplex) 1 sided 2 sided	Specify whether two-sided (duplex) printing is set as the default for all print jobs. **Notes:** • 1 sided is the factory default setting. • When two-sided printing is selected and the media is not the same on both sides, the media must be loaded in the trays in a different orientation. • When two-sided printing is selected and the media is not the same on both sides, the media must be loaded in the trays in a different orientation. • You can set two-sided printing in the software program. For Windows users, click **File** > **Print**, and then click **Properties**, **Preferences**, **Options**, or **Setup**. For Macintosh users, choose **File** > **Print**, and then adjust the settings from the print dialog and pop-up menus.
Duplex Binding Long Edge Short Edge	Define binding for duplexed pages in relation to paper orientation. **Notes:** • Long Edge is the factory default setting. Long Edge assumes binding along the long edge of the page (left edge for portrait and top edge for landscape). • Short Edge assumes binding along the short edge of the page (top edge for portrait and left edge for landscape).
Copies 1–999	Specify the default number of copies for each print job. **Note:** 1 is the factory default setting.

Use	To
Blank Pages Do Not Print Print	Specify whether blank pages are inserted in a print job. **Note:** Do Not Print is the factory default setting.
Collate Off (1,1,1,2,2,2) On (1,2,1,2,1,2)	Stack the pages of a print job in sequence when printing multiple copies. **Notes:** • Off is the factory default setting. • On stacks the print job in sequence.
Separator Sheets Off Between Copies Between Jobs Between Pages	Specify whether blank separator sheets are inserted. **Notes:** • Off is the factory default setting. • Between Copies inserts a blank sheet between each copy of a print job if Collate is set to On. If Collate is set to Off, then a blank page is inserted between each set of printed pages, such as after all page 1's and after all page 2's. • Between Jobs inserts a blank sheet between print jobs. • Between Pages inserts a blank sheet between each page of a print job. This setting is useful when printing transparencies or when inserting blank pages in a document.
Separator Source Tray [x] Manual Feeder	Specify the paper source for separator sheets. **Note:** Tray 1 (standard tray) is the factory default setting.
Paper Saver Off 2-Up 3-Up 4-Up 6-Up 9-Up 12-Up 16-Up	Specify that multiple-page images be printed on one side of a paper. **Notes:** • Off is the factory default setting. • The number selected is the number of page images that prints per side.
Paper Saver Ordering Horizontal Reverse Horizontal Reverse Vertical Vertical	Specify the positioning of multiple-page images. **Notes:** • Horizontal is the factory default setting. • Positioning depends on the number of page images and whether they are in portrait or landscape orientation.
Paper Saver Orientation Auto Landscape Portrait	Specify the orientation of a multiple-page document. **Note:** Auto is the factory default setting. The printer chooses between portrait and landscape.

Use	To
Paper Saver Border None Solid	Print a border on each page image. **Note:** None is the factory default setting.

Quality menu

Use	To
Print Mode Color Black Only	Specify whether to print images in color. **Note:** Color is the factory default setting.
Color Correction Auto Off Manual	Adjust the color output on the printed page. **Note:** Auto is the factory default setting.
Print Resolution 1200 dpi 4800 CQ	Specify the output resolution in dots per inch (dpi) or in color quality (CQ). **Note:** 4800 CQ is the factory default setting.
Toner Darkness 1–5	Lighten or darken the output. **Note:** 4 is the factory default setting.
Enhance Fine Lines On Off	Enable a print mode preferable for files such as architectural drawings, maps, electrical circuit diagrams, and flow charts. **Note:** Off is the factory default setting.
Color Saver On Off	Reduce the amount of toner used for graphics and images. **Notes:** • Off is the factory default setting. • On overrides the Toner Darkness setting.
RGB Brightness -6 to 6	Adjust the brightness of the output. **Note:** 0 is the factory default setting.
RGB Contrast 0–5	Adjust the contrast of the output. **Note:** 0 is the factory default setting.
RGB Saturation 0–5	Adjust saturation in color outputs. **Note:** 0 is the factory default setting.

Use	To
Color Balance Cyan -5 to 5 Magenta -5 to 5 Yellow -5 to 5 Black -5 to 5 Reset Defaults	Enable an equal balance of colors in the output. **Note:** 0 is the factory default setting.
Color Samples sRGB Display sRGB Vivid Display—True Black Vivid Off—RGB US CMYK Euro CMYK Vivid CMYK Off—CMYK	Print sample pages for each of the RGB and CMYK color conversion tables used in the printer.
Manual Color RGB Image RGB Text RGB Graphics	Customize the RGB color conversions. Select from the following options: Vivid sRGB Display Display—True Black sRGB Vivid Off **Notes:** • sRGB Display is the factory default setting for RGB Image. • sRGB Vivid is the factory default setting for RGB Text and RGB Graphics.
Manual Color (continued) CMYK Image CMYK Text CMYK Graphics	Customize the CMYK color conversions. Select from the following options: US CMYK Euro CMYK Vivid CMYK Off **Note:** US CMYK is the U.S. factory default setting. Euro CMYK is the international factory default setting.
Color Adjust	Initiate a recalibration of color conversion tables and allow the printer to make adjustments for color variations in output.
Spot Color Replacement	Assign specific CMYK values to named spot colors. **Note:** This menu is available only on the Embedded Web Server.

Use	To
RGB Replacement	Match the colors of the output with that of the original document. **Note:** This menu is available only on the Embedded Web Server.

Job Accounting menu

Note: This menu item appears only when a formatted, non-defective printer hard disk is installed. Make sure the printer hard disk is not read/write- or write-protected.

Use	To
Job Accounting Log Off On	Determine and set if the printer creates a log of the print jobs it receives. **Note:** Off is the factory default setting.
Job Accounting Utilities	Print and delete log files or export them to a flash drive.
Accounting Log Frequency Weekly Monthly	Determine and set how often a log file is created. **Note:** Monthly is the factory default setting.
Log Action at End of Frequency None E-mail Current Log E-mail & Delete Current Log Post Current Log Post & Delete Current Log	Determine and set how the printer responds when the frequency threshold expires. **Note:** None is the factory default setting.
Disk Near Full Level Off 1–99	Specify the maximum size of the log file before the printer executes the Disk Near Full Action. **Note:** 5 is the factory default setting.
Disk Near Full Action None E-mail Current Log E-mail & Delete Current Log E-mail & Delete Oldest Log Post Current Log Post & Delete Current Log Post & Delete Oldest Log Delete Current Log Delete Oldest Log Delete All Logs Delete All But Current	Determine and set how the printer responds when the printer hard disk is nearly full. **Notes:** • None is the factory default setting. • The value defined in Disk Near Full Level determines when this action is triggered.

Use	To
Disk Full Action None E‑mail & Delete Current Log E‑mail & Delete Oldest Log Post & Delete Current Log Post & Delete Oldest Log Delete Current Log Delete Oldest Log Delete All Logs Delete All But Current	Determine and set how the printer responds when disk usage reaches the maximum limit (100MB). **Note:** None is the factory default setting.
URL to Post Logs	Determine and set where the printer posts job accounting logs.
E‑mail Address to Send Logs	Specify the e‑mail address to which the device sends job accounting logs.
Log File Prefix	Specify the prefix you want for the log file name. **Note:** The current host name defined in the TCP/IP menu is used as the default log file prefix.

Utilities menu

Use	To
Remove Held Jobs Confidential Held Not Restored All	Delete confidential and held jobs from the printer hard disk. **Notes:** • Selecting a setting affects only print jobs that are resident in the printer. Bookmarks, print jobs on flash drives, and other types of held jobs are not affected. • Not Restored removes all Print and Hold jobs that are *not* restored from the printer hard disk or memory.
Format Flash Yes No	Format the flash memory. **Warning—Potential Damage:** Do not turn off the printer while the flash memory is being formatted. **Notes:** • Yes deletes all data stored in flash memory. • No cancels the format request. • Flash memory refers to the memory added by installing a flash memory card in the printer. • The flash memory option card must not be read/write- or write-protected. • This menu item appears only when a non-defective flash memory card is installed.

Use	To
Delete Downloads on Disk Delete Now Do Not Delete	Delete downloads from the printer hard disk, including all held jobs, buffered jobs, and parked jobs. **Notes:** • Delete Now sets the printer to delete the downloads and allows the display to return to the originating screen after the deletion. • Do Not Delete sets the printer display to return to the main Utilities menu for touch-screen printer models. When selected in non-touch-screen printer models, Do Not Delete sets the printer to return to the originating screen after the deletion.
Activate Hex Trace	Assist in isolating the source of a print job problem. **Notes:** • When activated, all data sent to the printer is printed in hexadecimal and character representation, and control codes are not executed. • To exit or deactivate Hex Trace, turn off or reset the printer.
Coverage Estimator Off On	Provide an estimate of the percentage coverage of toner on a page. The estimate is printed on a separate page at the end of each print job. **Note:** Off is the factory default setting.

XPS menu

Use	To
Print Error Pages Off On	Print a page containing information on errors, including XML markup errors. **Note:** Off is the factory default setting.

PDF menu

Use	To
Scale to Fit Yes No	Scale page content to fit the selected paper size. **Note:** No is the factory default setting.
Annotations Do Not Print Print	Print annotations in a PDF. **Note:** Do Not Print is the factory default setting.

PostScript menu

Use	To
Print PS Error On Off	Print a page containing the PostScript error. **Note:** Off is the factory default setting.

Use	To
Lock PS Startup Mode On Off	Enable users to disable the SysStart file. **Note:** Off is the factory default setting.
Font Priority Resident Flash/Disk	Establish the font search order. **Notes:** • Resident is the factory default setting. • This menu item appears only when a formatted, non-defective flash memory option card or printer hard disk is installed. • Make sure the flash memory option or printer hard disk is not read/write-, write-, or password-protected. • Job Buffer Size must not be set to 100%.
Image Smoothing On Off	Enhance the contrast and sharpness of low-resolution images and smoothen their color transitions. **Notes:** • Off is the factory default setting. • Image Smoothing has no effect on images that are 300 dpi or higher in resolution.

PCL Emul menu

Use	To
Font Source Resident Disk Download Flash All	Specify the set of fonts used in the Font Name menu. **Notes:** • Resident is the factory default setting. It shows the factory default set of fonts downloaded in the RAM. • Flash and Disk settings show all fonts resident in that option. Make sure the flash option is properly formatted and is not read/write-, or password-protected. • Download shows all the fonts downloaded in the RAM. • All shows all fonts available to any option.
Font Name Courier 10	Identify a specific font and where it is stored. **Note:** Courier 10 is the factory default setting.
Symbol Set 10U PC-8 12U PC-850	Specify the symbol set for each font name. **Notes:** • 10U PC-8 is the US factory default setting. 12U PC-850 is the international factory default setting. • A symbol set is a set of alphabetical and numeric characters, punctuation, and special symbols. Symbol sets support the different languages or specific programs such as math symbols for scientific text. Only the supported symbol sets are shown.

Use	To
PCL Emulation Settings Point Size 1.00–1008.00	Change the point size for scalable typographic fonts. **Notes:** • 12 is the factory default setting. • Point size refers to the height of the characters in the font. One point equals approximately 0.014 of an inch. This can be increased or decreased in 0.25-point increments.
PCL Emulation Settings Pitch 0.08–100.00	Specify the font pitch for scalable monospaced fonts. **Notes:** • 10 is the factory default setting. • Pitch refers to the number of fixed-space characters per inch (cpi). This can be increased or decreased in 0.01-cpi increments. • For non-scalable monospaced fonts, the pitch appears on the display but cannot be changed.

PCL Emulation Settings
Orientation
    Portrait
    Landscape
	Specify the orientation of text and graphics on a page.
	Notes:
	• Portrait is the factory default setting. It prints text and graphics parallel to the short edge of the page.
	• Landscape prints text and graphics parallel to the long edge of the page.

PCL Emulation Settings Lines per Page 1–255	Specify the number of lines that print on each page. **Notes:** • 60 is the US factory default setting. 64 is the international default setting. • The printer sets the amount of space between each line based on the Lines per Page, Paper Size, and Orientation settings. Select the paper size and orientation before setting Lines per Page.

PCL Emulation Settings
A4 Width
    198 mm
    203 mm
	Set the printer to print on A4-size paper.
	Notes:
	• 198 mm is the factory default setting.
	• The 203-mm setting sets the width of the page to allow the printing of eighty 10-pitch characters.

PCL Emulation Settings
Auto CR after LF
    On
    Off
	Specify whether the printer automatically performs a carriage return (CR) after a line feed (LF) control command.
	Note: Off is the factory default setting.

PCL Emulation Settings
Auto LF after CR
    On
    Off
	Specify whether the printer automatically performs a line feed (LF) after a carriage return (CR) control command.
	Note: Off is the factory default setting.

Use	To
Tray Renumber Assign MP Feeder Off None 0–199 Assign Tray [x] Off None 0–199 Assign Manual Paper Off None 0–199 Assign Manual Envelope Off None 0–199	Configure the printer to work with printer software or programs that use different source assignments for trays, drawers, and feeders. **Notes:** • Off is the factory default setting. • None ignores the Select Paper Feed command. This selection appears only when it is selected by the PCL 5e interpreter. • 0–199 allows a custom setting to be assigned.
Tray Renumber View Factory Defaults MPF Default = 8 T1 Default = 1 T2 Default = 4 T3 Default = 5 T4 Default = 20 T5 Default = 21 Env Default = 6 MPaper Default = 2 MEnv Default = 3	Display the factory default setting assigned to each tray, drawer, or feeder.
Tray Renumber Restore Defaults Yes No	Return all tray, drawer, and feeder assignments to the factory default settings.

HTML menu

Use		To
Font Name	Joanna MT	Set the default font for HTML documents.
Albertus MT	Letter Gothic	**Note:** The Times font is used in HTML documents that do not specify a font.
Antique Olive	Lubalin Graph	
Apple Chancery	Marigold	
Arial MT	MonaLisa Recut	
Avant Garde	Monaco	
Bodoni	New CenturySbk	
Bookman	New York	
Chicago	Optima	
Clarendon	Oxford	
Cooper Black	Palatino	
Copperplate	StempelGaramond	
Coronet	Taffy	
Courier	Times	
Eurostile	TimesNewRoman	
Garamond	Univers	
Geneva	Zapf Chancery	
Gill Sans	NewSansMTCS	
Goudy	NewSansMTCT	
Helvetica	New SansMTJA	
Hoefler Text	NewSansMTKO	
Intl CG Times		
Intl Courier		
Intl Univers		

Use	To
Font Size 1–255 pt	Set the default font size for HTML documents. **Notes:** • 12 pt is the factory default setting. • Font size can be increased in 1-point increments.
Scale 1–400%	Scale the default font for HTML documents. **Notes:** • 100% is the factory default setting. • Scaling can be increased in 1% increments.
Orientation Portrait Landscape	Set the page orientation for HTML documents. **Note:** Portrait is the factory default setting.

Use	To
Margin Size 8–255 mm	Set the page margin for HTML documents. **Notes:** • 19 mm is the factory default setting. • Margin size can be increased in 1-mm increments.
Backgrounds Do Not Print Print	Specify whether to print backgrounds on HTML documents. **Note:** Print is the factory default setting.

Image menu

Use	To
Auto Fit On Off	Select the optimal paper size, scaling, and orientation. **Note:** On is the factory default setting. It overrides scaling and orientation settings for some images.
Invert On Off	Invert bitonal monochrome images. **Notes:** • Off is the factory default setting. • This setting does not apply to GIF or JPEG images.
Scaling Anchor Top Left Best Fit Anchor Center Fit Height/Width Fit Height Fit Width	Scale the image to fit the selected paper size. **Notes:** • Best Fit is the factory default setting. • When Auto Fit is set to On, Scaling is automatically set to Best Fit.
Orientation Portrait Landscape Reverse Portrait Reverse Landscape	Set the image orientation. **Note:** Portrait is the factory default setting.

Help menu

The Help menu consists of a series of Help pages that are stored in the multifunction printer (MFP) as PDF files. They contain information about using the printer and performing various tasks, including copying, scanning, and faxing.

English, French, German, and Spanish translations are stored in the printer.

Other translations are available on the Lexmark Web site at **www.lexmark.com**.

Menu item	Description
Print All Guides	Prints all the guides
Copy Guide	Provides information about making copies and changing settings
Fax Guide	Provides information about sending faxes using fax numbers, shortcut numbers, or the address book, and about changing settings
E-mail Guide	Provides information about sending e-mails using addresses, shortcut numbers, or the address book, and about changing settings
FTP Guide	Provides information about scanning documents directly to an FTP server using an FTP address, shortcut numbers, or the address book, and about changing settings
Print Defects Guide	Provides help in resolving repeating defects in copies or prints
Information Guide	Provides help in locating additional information
Supplies Guide	Provides part numbers for ordering supplies

Saving money and the environment

Lexmark is committed to environmental sustainability and is continually improving its printers to reduce their impact on the environment. We design with the environment in mind, engineer our packaging to reduce materials, and provide collection and recycling programs. For more information, see:

- The Notices chapter
- The Environmental Sustainability section of the Lexmark Web site at **www.lexmark.com/environment**
- The Lexmark recycling program at **www.lexmark.com/recycle**

By selecting certain printer settings or tasks, you may be able to reduce your printer's impact even further. This chapter outlines the settings and tasks that may yield a greater environmental benefit.

Saving paper and toner

Studies show that as much as 80% of the carbon footprint of a printer is related to paper usage. You can significantly reduce your carbon footprint by using recycled paper and the following printing suggestions, such as printing on both sides of the paper and printing multiple pages on one side of a single sheet of paper.

For information on how you can quickly save paper and energy using one printer setting, see "Using Eco-Mode" on page 211.

Using recycled paper

As an environmentally conscious company, Lexmark supports the use of recycled office paper produced specifically for use in laser printers. For more information on recycled papers that work well with your printer, see "Using recycled paper and other office papers" on page 76.

Conserving supplies

Use both sides of the paper

If your printer model supports two-sided printing, then you can control whether print appears on one or two sides of the paper.

Notes:

- Two-sided printing is the default setting in the print driver.
- For a complete list of supported products and countries, go to **http://support.lexmark.com**.

Place multiple pages on one sheet of paper

You can print up to 16 consecutive pages of a multiple-page document onto one side of a single sheet of paper by setting multiple page printing (N-Up) for the print job.

Check your first draft for accuracy

Before printing or making multiple copies of a document:

- Use the preview feature to see how the document looks like before you print it.
- Print one copy of the document to check its content and format for accuracy.

Avoid paper jams

Correctly set the paper type and size to avoid paper jams. For more information, see <u>"Avoiding jams" on page 245</u>.

Saving energy

Using Eco‑Mode

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **General Settings** > **Eco‑Mode** > select a setting

Use	To
Off	Use the factory default settings for all settings associated with Eco‑Mode. Off supports the performance specifications of the printer.
Energy	Reduce energy use, especially when the printer is idle. • Printer engine motors do not start until it is ready to print. You may notice a short delay before the first page is printed. • The printer enters Sleep mode after one minute of inactivity.
Energy/Paper	Use all the settings associated with Energy and Paper modes.
Plain Paper	• Enable the automatic two‑sided (duplex) feature. • Turn off print log features.

3 Click **Submit**.

Reducing printer noise

To select a Quiet Mode setting using the Embedded Web Server:

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **General Settings** > **Quiet Mode** > select a setting

Use	To
On	Reduce printer noise. • Print jobs will process at a reduced speed. • Printer engine motors do not start until a document is ready to print. There will be a short delay before the first page is printed. • If your printer has faxing capability, then fax sounds are reduced or disabled, including those made by the fax speaker and ringer. The fax is placed in standby mode. • The alarm control and cartridge alarm sounds are turned off. • The printer will ignore the Advance Start command.
Off **Note:** Selecting Photo from the printer driver may disable Quiet Mode and provide better print quality and full speed printing.	Use factory default settings. This setting supports the performance specifications of the printer.

3 Click **Submit**.

Adjusting Sleep mode

1 From the home screen, navigate to:

▤ > **Settings** > **General Settings** > **Timeouts** > **Sleep Mode**

2 In the Sleep Mode field, select the number of minutes the printer is idle before it enters Sleep mode.

3 Apply the changes.

Using Hibernate mode

Hibernate is an ultra-low-power saving mode.

Notes:

• Three days is the default amount of time before the printer enters Hibernate mode.
• Make sure to wake the printer from Hibernate mode before sending a print job. A hard reset or a long press of the Sleep button wakes the printer from Hibernate mode.
• If the printer is in Hibernate mode, then the Embedded Web Server is disabled.

1 From the home screen, navigate to:

▤ > **Settings** > **General Settings**

2 Touch **Press Sleep Button** or **Press and Hold Sleep Button**.

3 Touch **Hibernate** > ✔.

Adjusting the brightness of the printer display

To save energy, or if you have trouble reading from the display, adjust the brightness of the display.

Using the Embedded Web Server

1 Open a Web browser, and then type the printer IP address in the address field.

> **Notes:**
>
> - The IP address is located on the upper portion of the home screen. It appears as four sets of numbers separated by periods, such as 123.123.123.123.
> - If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Select **Settings** > **General Settings**.

3 In the Screen Brightness field, enter the brightness percentage you want for the display.

4 Apply the changes.

Using the control panel

1 From the home screen, navigate to:

📋 > **Settings** > **General Settings**

2 In the Screen Brightness field, enter the brightness percentage you want for the display.

3 Apply the changes.

Restoring factory default settings

If you want to keep a list of the current menu settings for reference, then print a menu settings page before restoring the factory default settings. For more information, see <u>"Printing a menu settings page" on page 55</u>.

If you want a more comprehensive method of restoring the printer factory default settings, then perform the Wipe All Settings option. For more information, see <u>"Erasing non-volatile memory" on page 216</u>.

Warning—Potential Damage: Restoring factory defaults returns most printer settings to the original factory default settings. Exceptions include the display language, custom sizes and messages, and network/port menu settings. All downloads stored in the RAM are deleted. Downloads stored in the flash memory or in a printer hard disk are not affected.

From the home screen, navigate to:

📋 > **Settings** > **General Settings** > **Factory Defaults** > **Restore Now** > **✓**

Recycling

Lexmark provides collection programs and environmentally progressive approaches to recycling. For more information, see:

- The Notices chapter
- The Environmental Sustainability section of the Lexmark Web site at **www.lexmark.com/environment**
- The Lexmark recycling program at **www.lexmark.com/recycle**

Recycling Lexmark products

To return Lexmark products for recycling:

1 Go to **www.lexmark.com/recycle**.

2 Find the product type you want to recycle, and then select your country or region from the list.

3 Follow the instructions on the computer screen.

Note: Printer supplies and hardware not listed in the Lexmark collection program may be recycled through your local recycling center. Contact your local recycling center to determine the items they accept.

Recycling Lexmark packaging

Lexmark continually strives to minimize packaging. Less packaging helps to ensure that Lexmark printers are transported in the most efficient and environmentally sensitive manner and that there is less packaging to dispose of. These efficiencies result in fewer greenhouse emissions, energy savings, and natural resource savings.

Lexmark cartons are 100% recyclable where corrugated recycling facilities exist. Facilities may not exist in your area.

The foam used in Lexmark packaging is recyclable where foam recycling facilities exist. Facilities may not exist in your area.

When you return a cartridge to Lexmark, you can reuse the box that the cartridge came in. Lexmark will recycle the box.

Returning Lexmark cartridges for reuse or recycling

Lexmark Cartridge Collection Program diverts millions of Lexmark cartridges from landfills annually by making it both easy and free for Lexmark customers to return used cartridges to Lexmark for reuse or recycling. One hundred percent of the empty cartridges returned to Lexmark are either reused or demanufactured for recycling. Boxes used to return the cartridges are also recycled.

To return Lexmark cartridges for reuse or recycling, follow the instructions that came with your printer or cartridge and use the prepaid shipping label. You can also do the following:

1 Go to **www.lexmark.com/recycle**.

2 From the Toner Cartridges section, select your country or region.

3 Follow the instructions on the computer screen.

Securing the printer

Locking the system board

To limit access to the system board, attach a security lock to the printer in the location identified in the illustration. The printer is compatible with most laptop computer security locks.
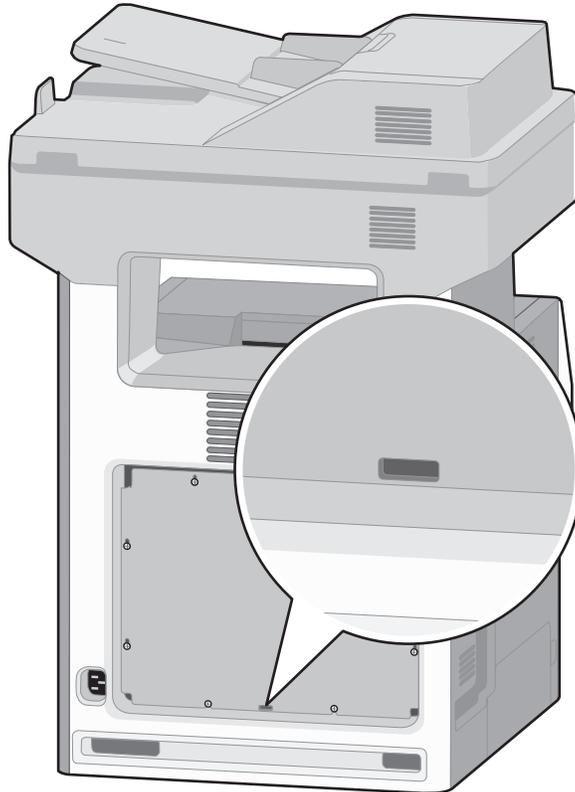
Statement of Volatility

Your printer contains various types of memory that can store device and network settings, and user data.

Types of memory	Description
Volatile memory	Your printer uses standard *Random Access Memory* (RAM) to temporarily buffer user data during simple print and copy jobs.
Non-volatile memory	Your printer may use two forms of non-volatile memory: EEPROM and NAND (flash memory). Both types are used to store the operating system, device settings, network information, scanner and bookmark settings, and embedded solutions.

Types of memory	Description
Hard disk memory	Some printers have a hard disk drive installed. The printer hard disk is designed for device-specific functionality. This lets the device retain buffered user data from complex scan, print, copy, and fax jobs, as well as form data, and font data.

Erase the content of any installed printer memory in the following circumstances:

- The printer is being decommissioned.
- The printer hard disk is being replaced.
- The printer is being moved to a different department or location.
- The printer is being serviced by someone from outside your organization.
- The printer is being removed from your premises for service.
- The printer is being sold to another organization.

Disposing of a printer hard disk

Note: Some printer models may not have a printer hard disk installed.

In high-security environments, it may be necessary to take additional steps to make sure that confidential data stored in the printer hard disk cannot be accessed when the printer—or its hard disk—is removed from your premises.

- **Degaussing**—Flushes the hard disk with a magnetic field that erases stored data
- **Crushing**—Physically compresses the hard disk to break component parts and render them unreadable
- **Milling**—Physically shreds the hard disk into small metal bits

Note: Most data can be erased electronically, but the only way to guarantee that all data is completely erased is to physically destroy each hard disk where data is stored.

Erasing volatile memory

The volatile memory (RAM) installed in your printer requires a power source to retain information. To erase the buffered data, simply turn off the printer.

Erasing non-volatile memory

- **Individual settings, device and network settings, security settings, and embedded solutions**—Erase information and settings by selecting **Wipe All Settings** in the Configuration menu.
- **Fax data**—Erase fax settings and data by selecting **Wipe All Settings** in the Configuration menu.

1 Turn off the printer.

2 Hold down **2** and **6** while turning the printer on. Release the buttons only when the screen with the progress bar appears.

The printer performs a power-on sequence, and then the Configuration menu appears. When the printer is fully powered up, the touch screen displays a list of functions, instead of the standard home screen icons.

3 Touch **Wipe All Settings**.

The printer will restart several times during this process.

Note: Wipe All Settings securely removes device settings, solutions, jobs, faxes, and passwords from the printer memory.

4 Touch **Back** > **Exit Config Menu**.

The printer will perform a power-on reset, and then return to normal operating mode.

Erasing printer hard disk memory

Notes:

- Some printer models may not have a printer hard disk installed.
- Configuring Erase Temporary Data Files in the printer menus lets you remove residual confidential material left by print jobs by securely overwriting files that have been marked for deletion.

Using the printer control panel

1 Turn off the printer.

2 Hold down **2** and **6** while turning the printer on. Release the buttons only when the screen with the progress bar appears.

The printer performs a power-on sequence, and then the Configuration menu appears. When the printer is fully turned on, a list of functions appears on the printer display.

3 Press the up or down arrow button until `Wipe Disk` appears, and then select one of the following:

- **Wipe disk (fast)**—This lets you overwrite the disk with all zeroes in a single pass.
- **Wipe disk (secure)**—This lets you overwrite the disk with random bit patterns several times, followed by a verification pass. A secure overwrite is compliant with the DoD 5220.22‑M standard for securely erasing data from a hard disk. Highly confidential information should be wiped using this method.

4 Press the up or down arrow button until `Yes` appears, and then proceed with disk wiping.

Notes:

- A status bar will indicate the progress of the disk wiping task.
- Disk wiping can take from several minutes to more than an hour, during which the printer will be unavailable for other user tasks.

5 Navigate to:

Back > **Exit Config Menu**

The printer will perform a power-on reset, and then return to normal operating mode.

Configuring printer hard disk encryption

Enable the hard disk encryption to prevent loss of sensitive data in the event the printer or its hard disk is stolen.

Note: Some printer models may not have a printer hard disk installed.

Using the Embedded Web Server

1 Open a Web browser, and then type the printer IP address in the address field.

 Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Settings** > **Security** > **Disk Encryption**.

 Note: Disk Encryption appears in the Security Menu only when a formatted, non-defective printer hard disk is installed.

3 From the Disk encryption menu, select **Enable**.

 Notes:

- Enabling disk encryption will erase the content of the printer hard disk.
- Disk encryption can take from several minutes to more than an hour, during which the printer will be unavailable for other user tasks.

4 Click **Submit**.

Using the printer control panel

1 Turn off the printer.

2 Hold down **2** and **6** while turning the printer on. Release the buttons only when the screen with the progress bar appears.

The printer performs a power-on sequence, and then the Configuration menu appears. Once the printer is fully powered up, the touch screen displays a list of functions, instead of standard home screen icons such as Copy or Fax.

3 Touch **Disk Encryption** > **Enable**.

 Note: Enabling disk encryption will erase the contents of the printer hard disk.

4 Touch **Yes** to proceed with disk wiping.

 Notes:

- Do not turn off the printer during the encryption process. Doing so may result in loss of data.
- Disk encryption can take from several minutes to more than an hour, during which the printer will be unavailable for other user tasks.
- A status bar will indicate the progress of the disk wiping task. After the disk has been encrypted, the printer will return to the Enable/Disable screen.

5 Touch **Back** > **Exit Config Menu**.

The printer will perform a power-on reset, and then return to normal operating mode.

Finding printer security information

In high-security environments, it may be necessary to take additional steps to make sure that confidential data stored in the printer cannot be accessed by unauthorized persons. For more information, visit the **Lexmark security Web page**.

You can also see the *Embedded Web Server — Security: Administrator's Guide* for additional information:

1 Go to **www.lexmark.com**, and then navigate to **Support & Downloads** > select your printer.

2 Click the **Manuals** tab, and then select *Embedded Web Server — Security: Administrator's Guide*.

Maintaining the printer

Cleaning the printer parts

Cleaning the interior of the printer

Note: You may need to perform this task after every few months.

Warning—Potential Damage: Damage to the printer caused by improper handling is not covered by the printer warranty.

1 Make sure that the printer is turned off and unplugged from the wall outlet.

⚠️ **CAUTION—SHOCK HAZARD:** To avoid the risk of electric shock when cleaning the interior of the printer, unplug the power cord from the wall outlet and disconnect all cables to the printer before proceeding.

2 Remove paper from the standard bin and multipurpose feeder.

3 Remove any dust, lint, and pieces of paper around and from inside the printer using a soft brush or vacuum.

4 Use a dry cloth to wipe away loose toner particles.

Warning—Potential Damage: To avoid overexposing the photoconductor unit or imaging unit, do not the leave the door open for more than 10 minutes.

Cleaning the exterior of the printer

1 Make sure that the printer is turned off and unplugged from the wall outlet.

⚠️ **CAUTION—SHOCK HAZARD:** To avoid the risk of electric shock when cleaning the exterior of the printer, unplug the power cord from the wall outlet and disconnect all cables to the printer before proceeding.

2 Remove all paper from the printer.

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

Warning—Potential Damage: Do not use household cleaners or detergents, as they may damage the finish of the printer.

4 Wipe only the outside of the printer.

Warning—Potential Damage: Using a damp cloth to clean the interior may cause damage to your printer.

5 Make sure all areas of the printer are dry before beginning a new print job.

Cleaning the scanner glass

Make sure you clean the ADF glass. A small speck of dirt on the ADF glass can cause a streak that goes down the entire length of the scanned page.

1 Slightly dampen a soft, lint-free cloth or paper towel with water.

2 Open the scanner cover.
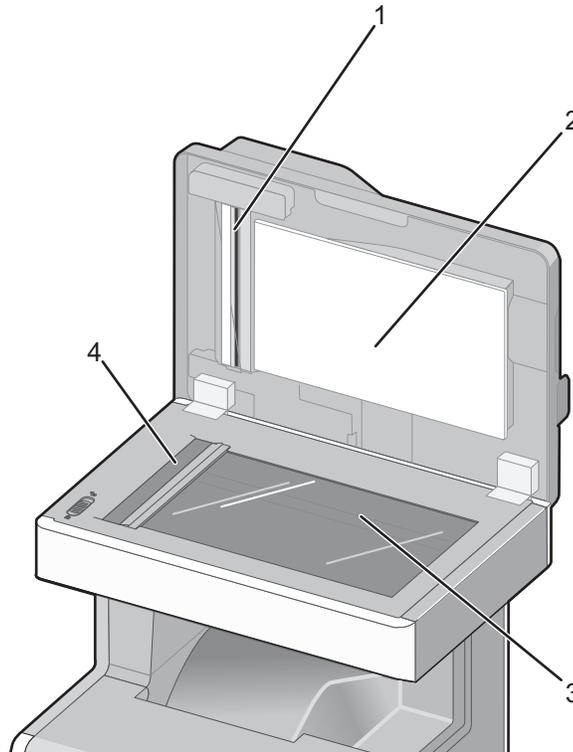
1	White underside of the ADF cover
2	White underside of the scanner cover
3	Scanner glass
4	ADF glass

3 Wipe the areas shown and let them dry.

4 Close the scanner cover.

Cleaning the ADF parts

Clean the ADF parts periodically to maintain optimal printing performance. Residue on the ADF parts may cause print quality issues and false 290–294 paper jam messages.

1 Turn the printer off.

2 Slightly dampen a soft, lint-free cloth with water.

3 Open the ADF cover.
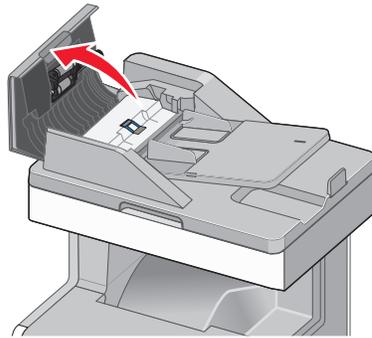
4 Remove the pick roller assembly.
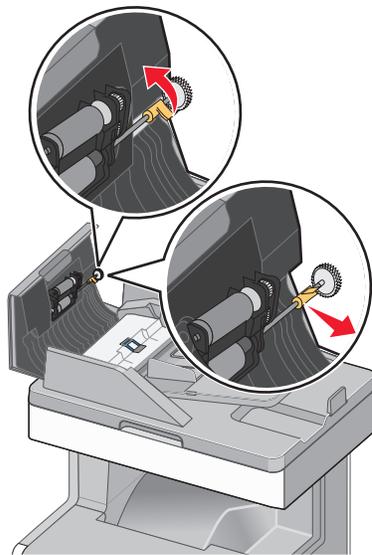
5 Wipe the surface of both pick rollers.

6 Replace the pick roller assembly.
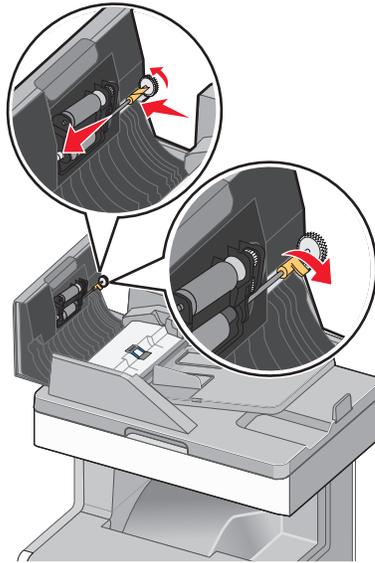
7 Wipe the entire surface under the ADF cover, including the two small white rollers.

8 Wipe the separator pad, and then wipe the pick pad.
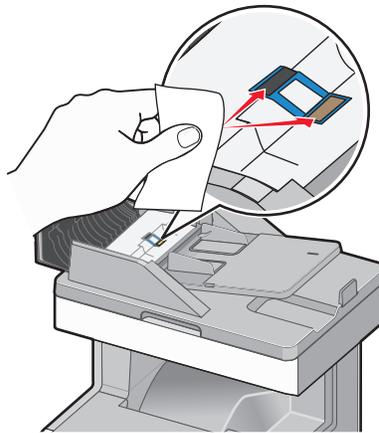
9 Pull the flap up as shown, and then wipe the sensor behind it.
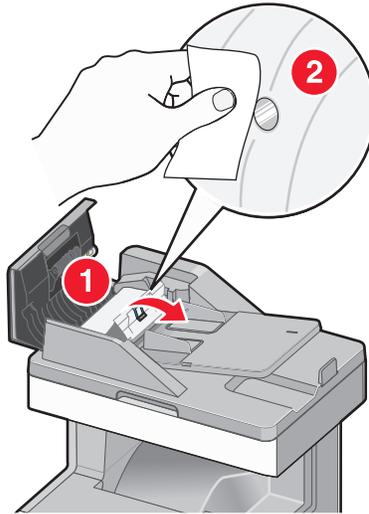
10 Close the flap, and then close the ADF cover.
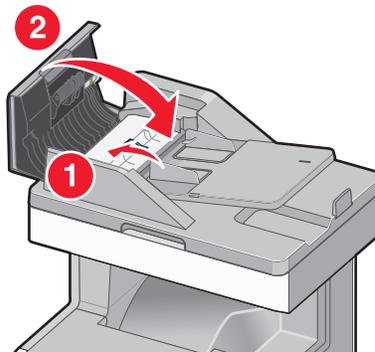
Cleaning the printhead lenses

Clean the printhead lenses when you encounter print quality problems.

1 Open the top access cover, and then open the front door.
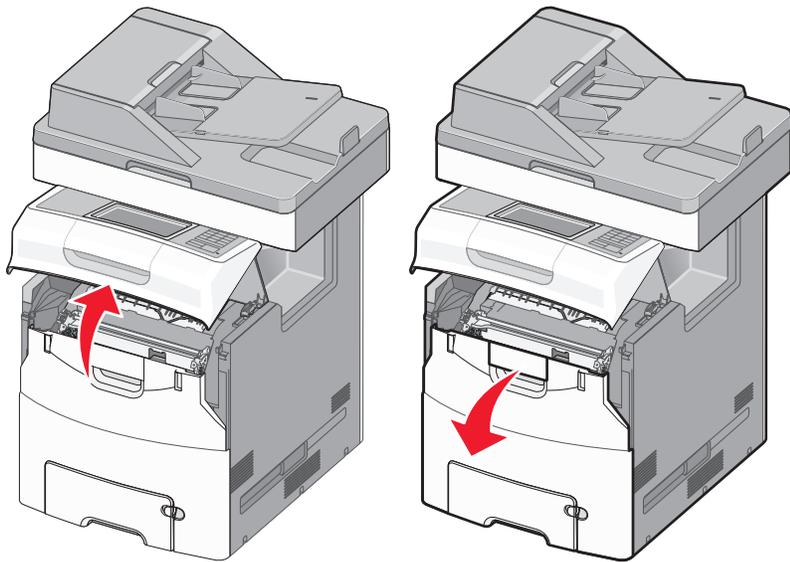
Warning—Potential Damage: To avoid overexposing the photoconductors, do not leave the front door open for more than 10 minutes.

2 Remove all four toner cartridges.

Note: Do not remove the photoconductors for this procedure.

3 Locate the four printhead lenses.
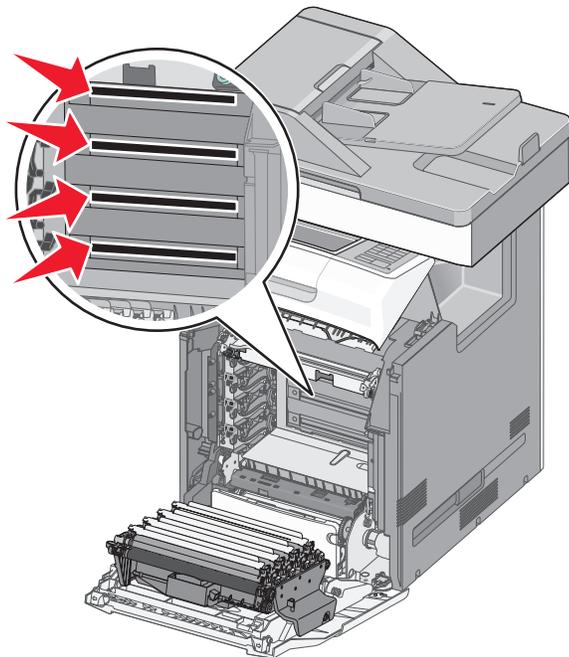
4 Clean the lenses using compressed air.

Warning—Potential Damage: Do not touch the printhead lenses. Doing so may cause damage.

5 Reinstall the toner cartridges.

6 Close the front door, and then close the top access cover.
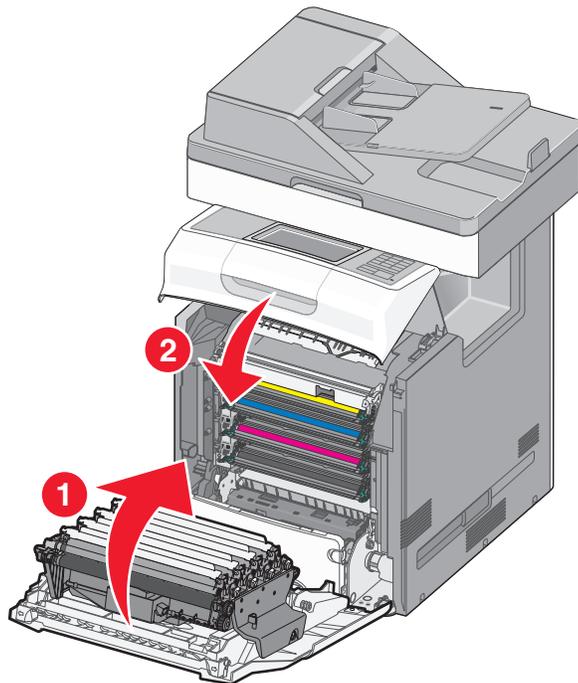
Checking the status of parts and supplies

A message appears on the display when a replacement supply item is needed or when maintenance is required. For more information, see "Supplies menu" on page 131.

Checking the status of parts and supplies on the printer control panel

From the home screen, touch **Status/Supplies** > **View Supplies**.

Checking the status of parts and supplies from the Embedded Web Server

Note: Make sure the computer and the printer are connected to the same network.

1 Open a Web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the Web page correctly.

2 Click **Device Status** > **More Details**.

Ordering parts and supplies

To order parts and supplies in the U.S., contact Lexmark at 1-800-539-6275 for information about Lexmark authorized supplies dealers in your area. In other countries or regions, go to the Lexmark Web site at **www.lexmark.com** or contact the place where you purchased the printer.

Notes:

- Each gauge displays the estimated life left for the supply or part. For more information, see .
- All life estimates for printer supplies assume printing on letter- or A4-size plain paper.
- The printer is designed to send a "low" message to signal when a replacement supply item needs to be purchased and then a "replace" message when the new supply item, except the waste toner bottle, should be installed.
- The printer displays a "near full" message when a new waste toner bottle needs to be purchased.
- The ADF replacement parts only post a "replace" message when they reach their expected life.

Ordering a toner cartridge

When a message appears on the printer display indicating which toner cartridge needs to be replaced, immediately order a new toner cartridge.

For information on replacing a toner cartridge, see the instruction sheet that came with the supply.

Estimated cartridge yield is based on the ISO / IEC 19798 standard (with about 5% coverage per color). Extremely low print coverage (less than 1.25% for a color) for extended periods of time may negatively affect actual yield for that color and may cause cartridge parts to fail prior to exhaustion of toner.

Part name	Lexmark Return Program Cartridge	Regular cartridge
Black High Yield Toner Cartridge	X746H1KG	X746H2KG
Yellow Toner Cartridge	X746A1YG	X746A2YG
Yellow High Yield Toner Cartridge[*]	X748H1YG	X748H2YG
Magenta Toner Cartridge	X746A1MG	X746A2MG
Magenta High Yield Toner Cartridge[*]	X748H1MG	X748H2MG
Cyan Toner Cartridge	X746A1CG	X746A2CG
Cyan High Yield Toner Cartridge[*]	X748H1CG	X748H2CG
[*] These toner cartridges are supported only in X748x printer models.		

Ordering a fuser or a transfer module

A message on the printer display appears when the fuser or transfer module needs to be replaced.

For information on replacing the fuser or transfer module, see the instruction sheet that came with the supply.

Part name	Part number
Fuser	40X8112 (100 V)
	40X8110 (115 V)
	40X8111 (230 V)
Transfer module	40X8307

Ordering a waste toner bottle

A message on the printer display appears when the waste toner bottle needs to be replaced.

For information on replacing the waste toner bottle, see the instruction sheet that came with the supply.

Note: Waste toner bottle reuse is not recommended.

Part name	Part number
Waste toner bottle	C734X77G

Ordering ADF replacement parts

Order ADF replacement parts if you experience problems with paper double-feeding or failing to feed through the ADF.

For information on replacing the ADF parts, see the instruction sheets that came with the parts.

Part name	Part number
ADF pick assembly	40X5188
Separator pad	40X5187
ADF pick pad	40X5189

Ordering a photoconductor

A message will appear on the printer display when a photoconductor needs to be replaced.

For information on replacing a photoconductor, see the instruction sheet that came with the supply.

Part name	Part number
Photoconductor	C734X20G
Photoconductor, Multi-Pack	C734X24G

Notes:

- All four photoconductors should be replaced at the same time.
- Reset the maintenance counter back to zero after installing the four new photoconductors.

Using genuine Lexmark parts and supplies

Lexmark printers, parts, and supplies are designed to perform together for superior print quality. We recommend that you use only genuine Lexmark parts and supplies to help extend the life of your product.

Lexmark's warranty does not cover damage caused by non-Lexmark parts and supplies.

Storing supplies

Choose a cool, clean storage area for the printer supplies. Store supplies right side up in their original packing until you are ready to use them.

Do not expose supplies to:

- Direct sunlight
- Temperatures above 35°C (95°F)
- High humidity above 80%
- Salty air
- Corrosive gases
- Heavy dust

Replacing parts and supplies

Replacing a toner cartridge

1 Open the printer top access cover, and then open the front door.

> **Warning—Potential Damage:** To avoid overexposing the photoconductors, do not leave the front door open for more than 10 minutes.
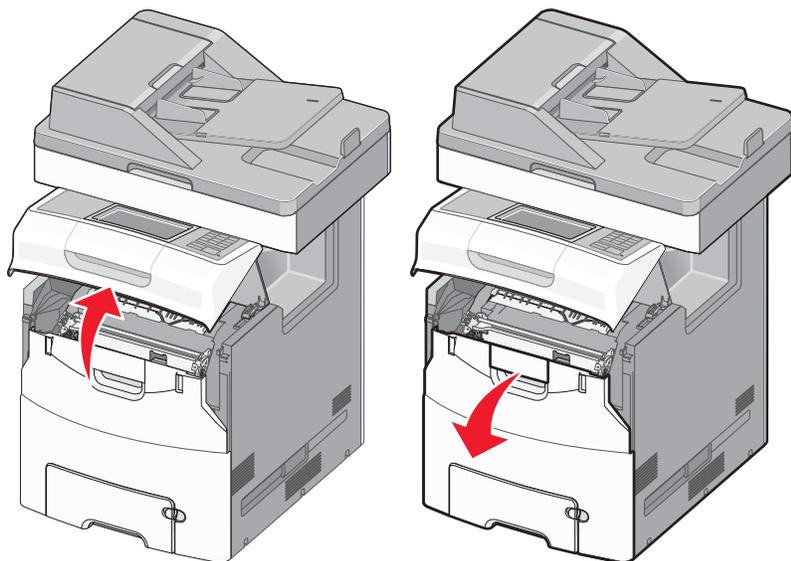
2 Pull the green tabs of the specified cartridge up and out to remove the cartridge from the printer.
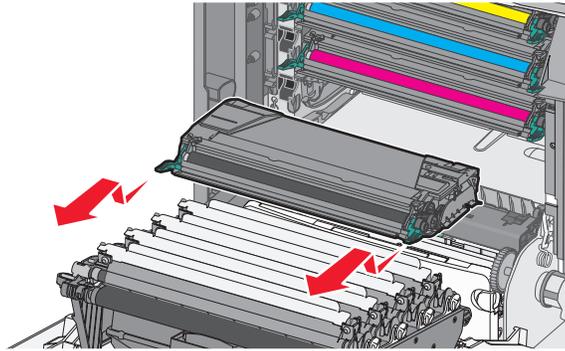
3 Unpack the replacement toner cartridge.

4 Place the old cartridge in the recycling bag.

5 Place the bag in the shipping box used for the replacement part.

6 Shake the replacement cartridge front-to-back and side-to-side to redistribute the toner.
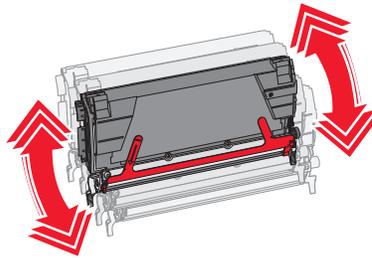
7 Remove the red packing strip from the cartridge.

8 Insert the cartridge into the printer.
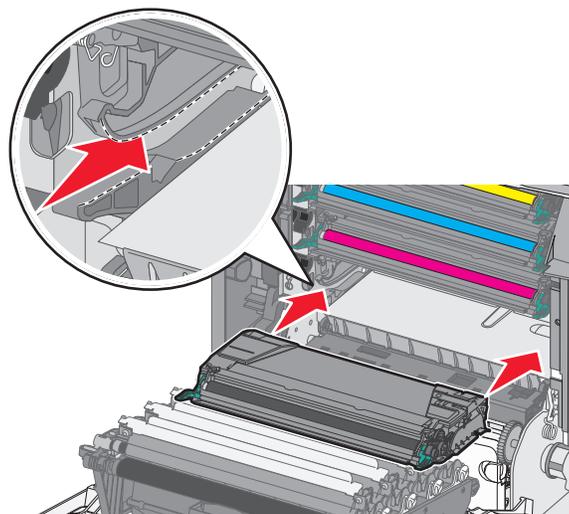
9 Close the front door, and then close the printer top access cover.
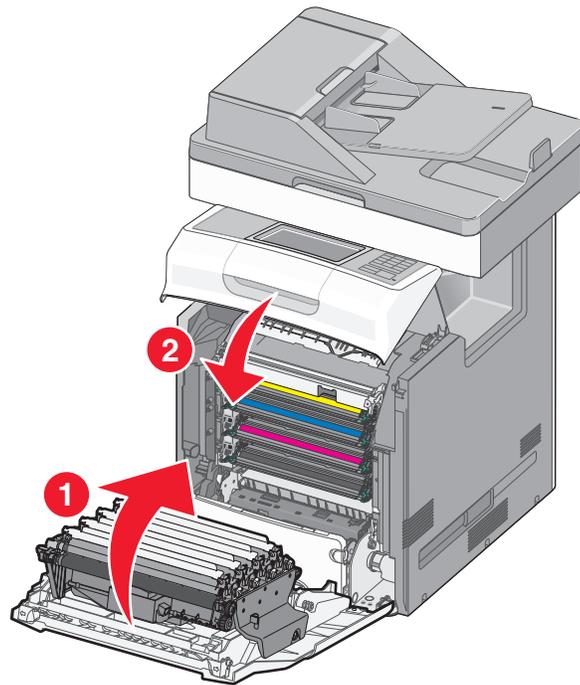
Note: When print becomes faded, order a new toner cartridge immediately. A message on the printer display specifies what color cartridge is low in toner. You can try to extend the life of the cartridges by pulling them out of the printer and shaking them to redistribute the toner.

Replacing the ADF parts

Note: The printer comes with a spare separator pad and air filter, located under the scanner. To access the spare parts, remove the slotted screw.
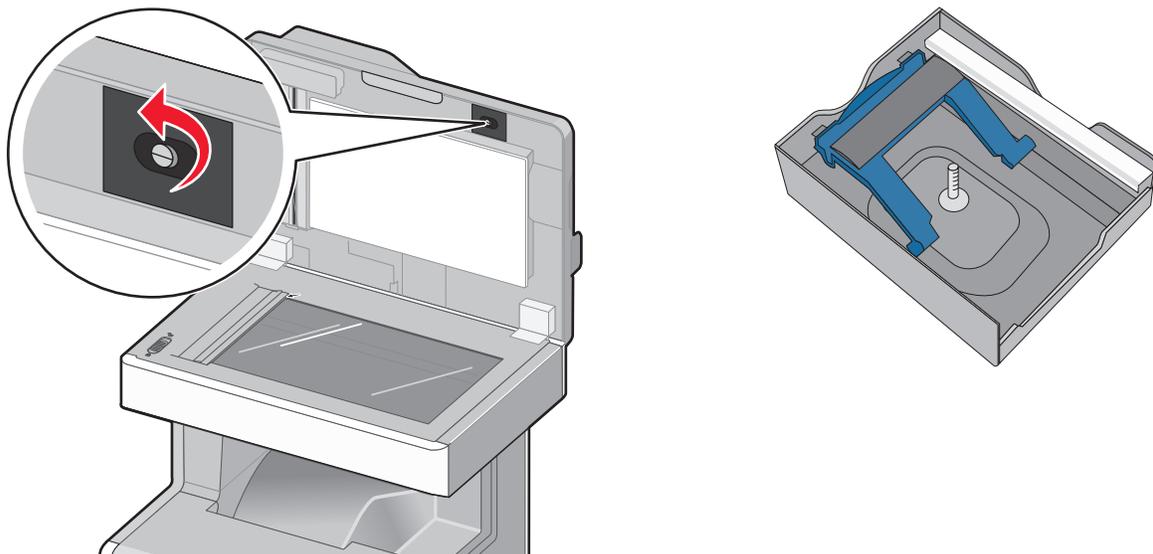
Note: It is recommended that the ADF area and parts be cleaned periodically.

Replacing the pick roller assembly

1 Turn the printer off, and then open the ADF cover.
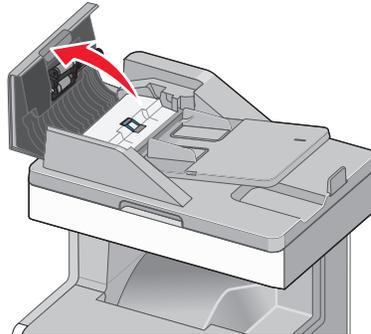
2 Replace the pick roller assembly, as shown.
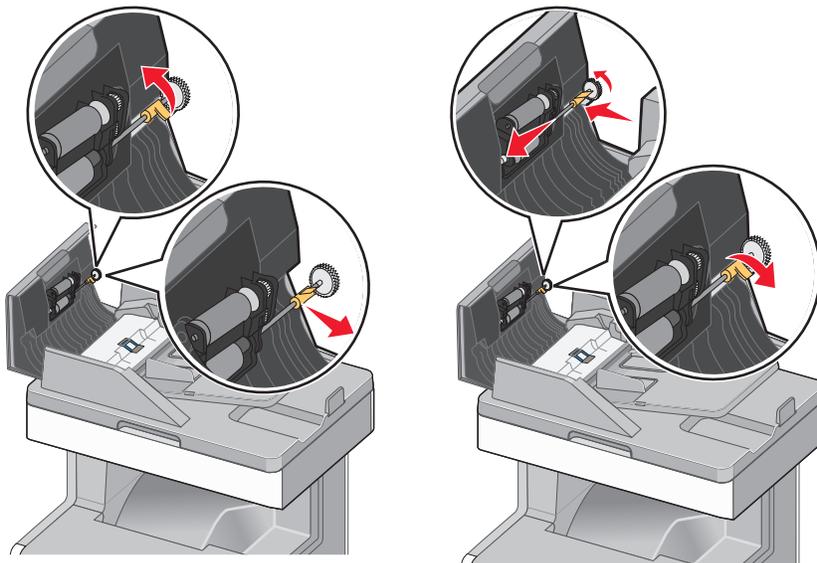
3 Dispose of the old pick roller assembly.
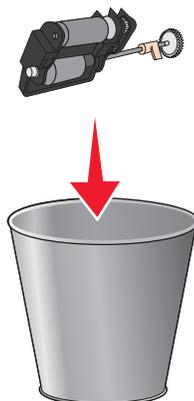
Replacing the separator pad

1 With the ADF cover still open, pull up on the separator pad to remove it.
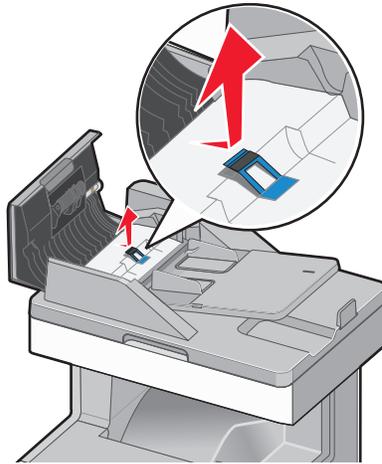
2 Replace the separator pad.
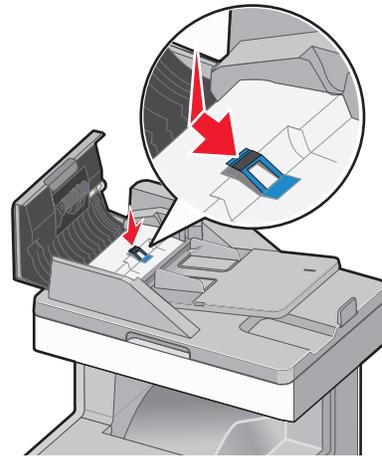
3 Dispose of the old separator pad.
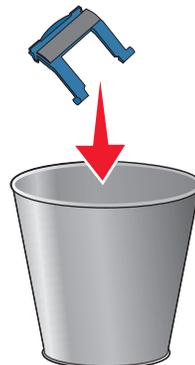
Replacing the pick pad

1 With the ADF cover still open, pull straight up on the pick pad to remove it.
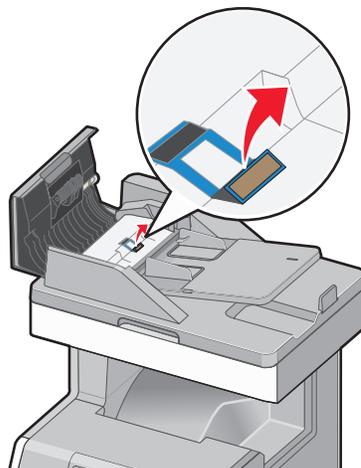
2 Replace the pick pad with a new one, and then discard the old pad.
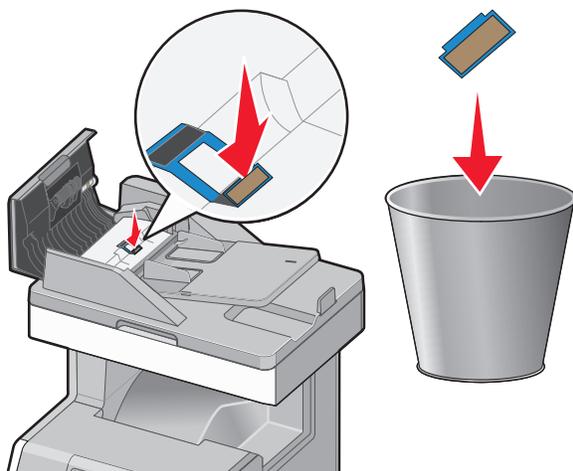
3 Open the flap to access the sensor lens underneath, and then wipe the lens clean.
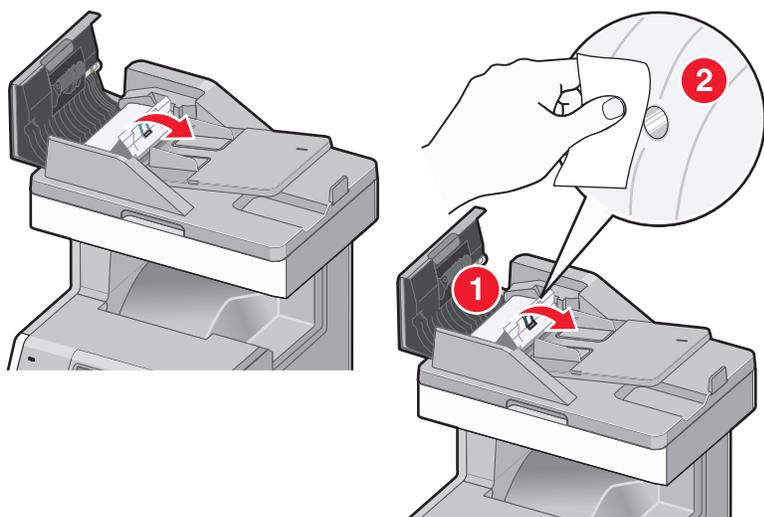
4 Close the flap, and then close the ADF cover.
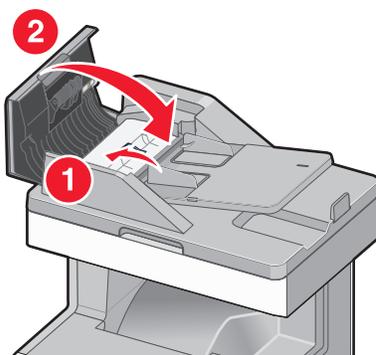
Replacing the air filter

1 Locate the air filter on the back of the printer, and then remove the cover.
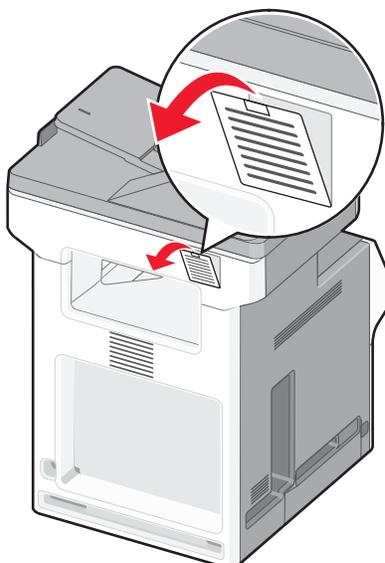
2 Remove the old air filter, and then discard it.
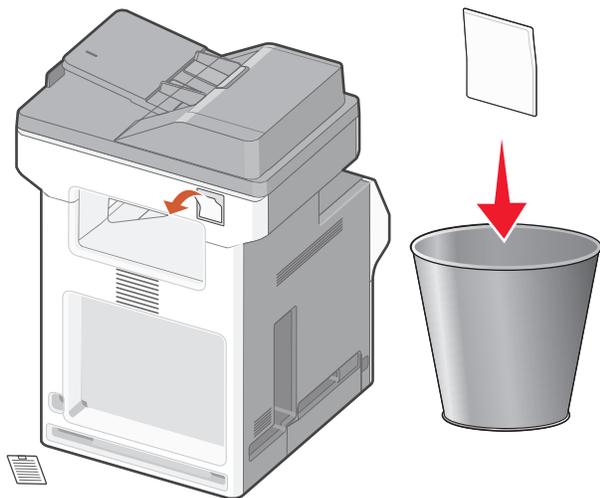
3 Replace the air filter, and then replace the cover.
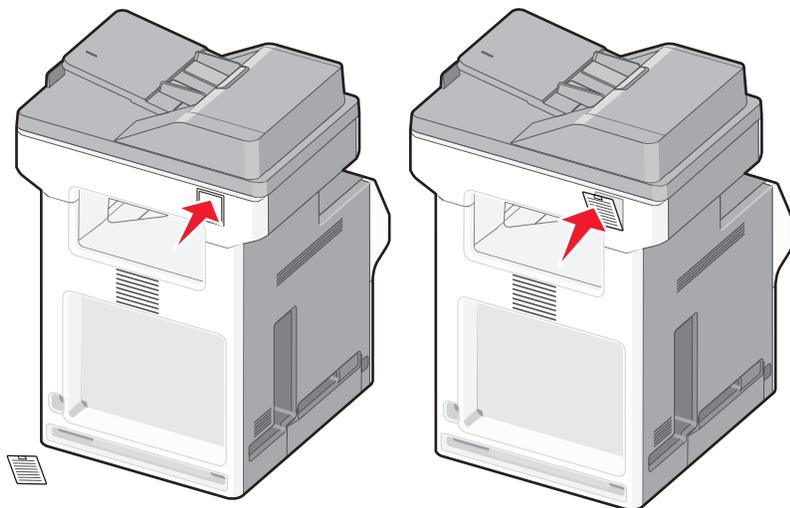
4 Turn the printer on.

Replacing the waste toner bottle

1 Locate the waste toner bottle release button on the left side of the printer.

2 Press the release button to the left, and then pull the waste toner bottle out to remove it from the printer.
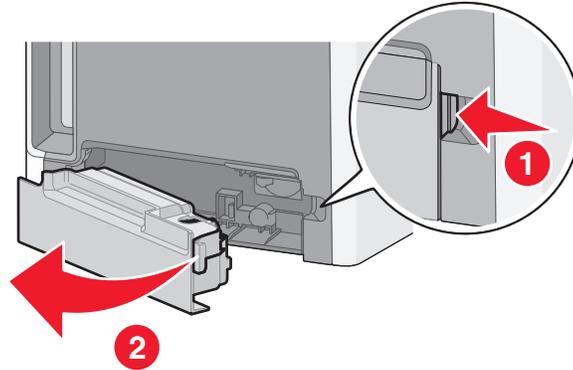
3 Unpack the replacement waste toner bottle.
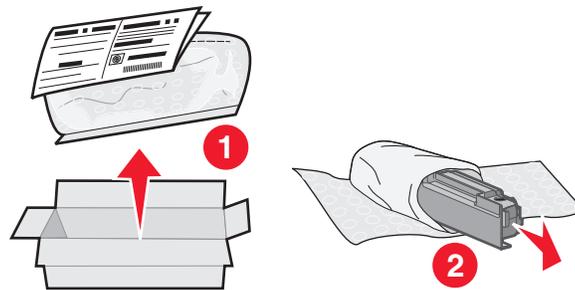
4 Peel the seal from the side of the full waste toner bottle, and then place it over the hole to seal off the waste toner bottle.
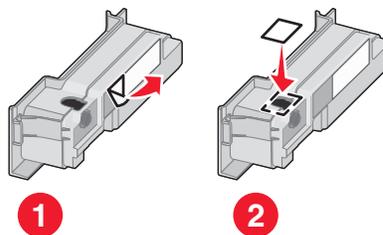
5 Place the sealed waste toner bottle in the recycling bag.

6 Place the bag into the shipping box used for the replacement part.
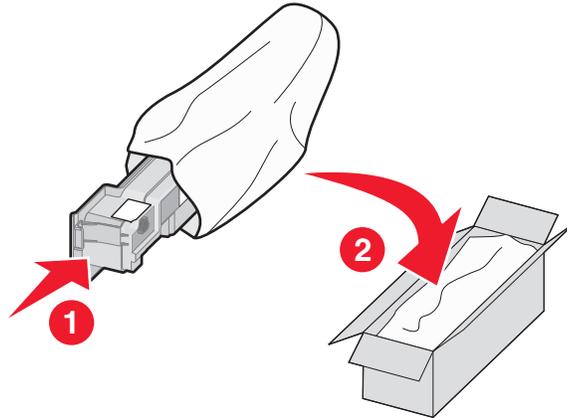
7 Peel the recycling label off and place it on the shipping box.
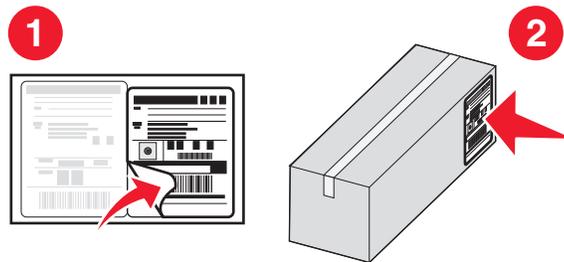
8 Insert the new waste toner bottle into the printer.
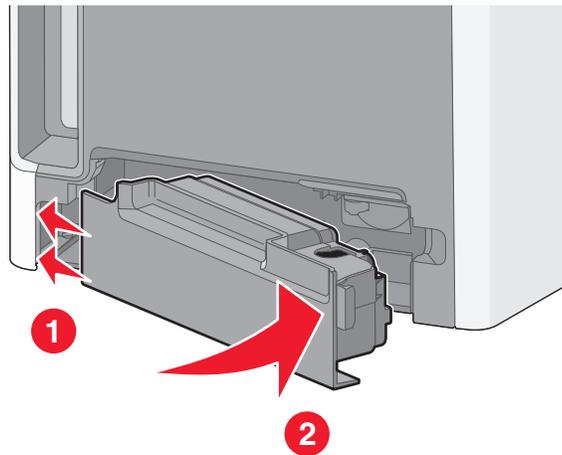
Replacing a photoconductor

1 Open the top access cover, and then open the front door.
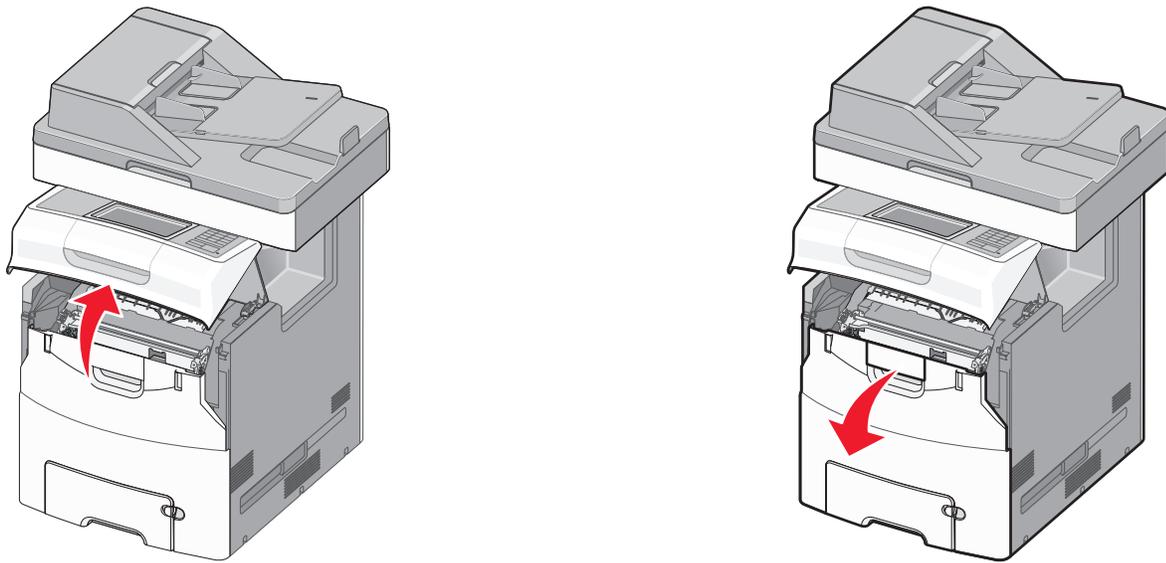
Warning—Potential Damage: To avoid overexposing the photoconductors, do not leave the front door open for more than 10 minutes.

2 Pull the specified photoconductor up, and then slide it to the right to remove it from the printer.
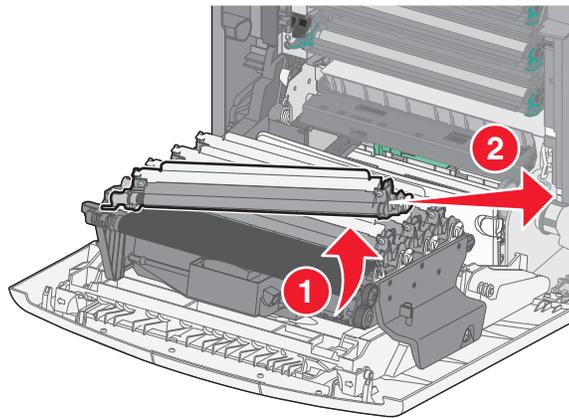
3 Unpack the replacement photoconductor.
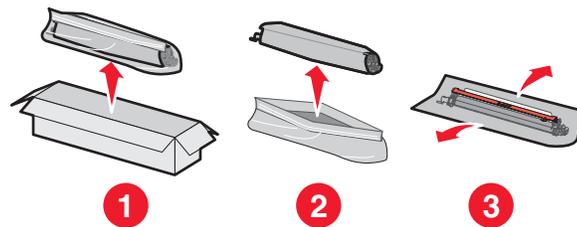
4 Align and insert the left end of the photoconductor, and then press the right end into place.
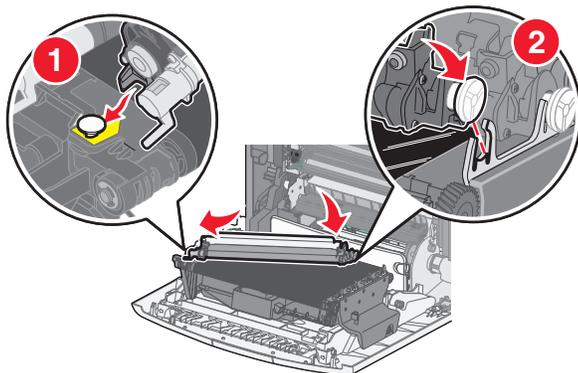
5 Remove the red packing strip from the top of the photoconductor.
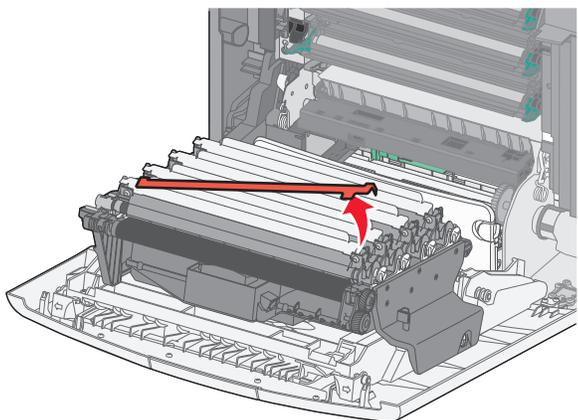
6 Close the front door, and then close the top access cover.
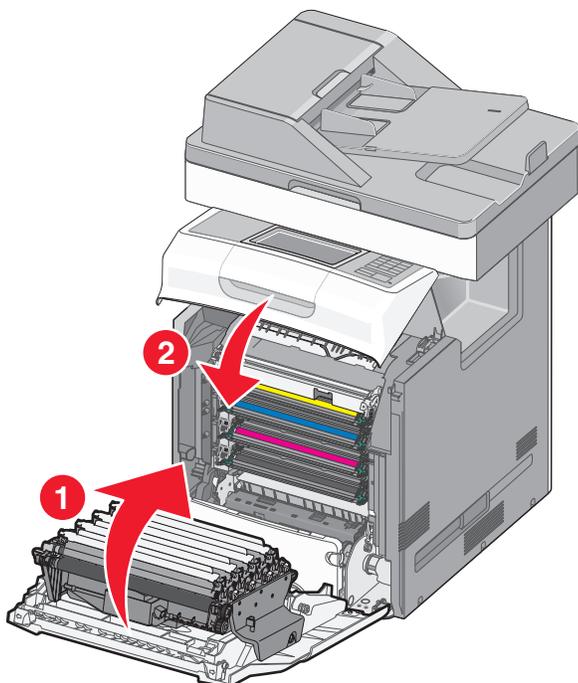
Resetting the maintenance counter

Reset the maintenance counter after installing the new photoconductors. Use any *one* of the following procedures:

When a "replace" or "low" message does not appear

Follow this procedure when the photoconductors are replaced and no "replace" or "low" message appears:

1 From the home screen, navigate to:

    ▤ > **Supplies Menu** > **Replace Supply**.

2 Touch the buttons that indicate which of the four photoconductors you replaced.

- All
- Cyan Photoconductor
- Magenta Photoconductor
- Yellow Photoconductor
- Black Photoconductor

3 When `[color] photoconductor replaced` appears, touch **Yes**.

4 Touch 🏠 to return to the home screen.

When a "replace" or "low" message appears

Follow this procedure when the photoconductors are replaced and `84 Replace [color] photoconductor`, `84 [color] photoconductor nearly low`, or `84 [color] photoconductor low` still appears:

1 From the home screen, navigate to:

    Status/Supplies > **Supply Replaced**

2 When `Replaced [color] photoconductor` appears, touch **Yes.**

    Notes:

- All four photoconductors should be replaced at the same time for optimum print quality.
- `Ready` appears when the counter is reset.

Moving the printer

⚠ **CAUTION—POTENTIAL INJURY:** The printer weight is greater than 18 kg (40 lb) and requires two or more trained personnel to lift it safely.

Before moving the printer

⚠ **CAUTION—POTENTIAL INJURY:** Before moving the printer, follow these guidelines to avoid personal injury or printer damage:

- Turn the printer off using the power switch, and then unplug the power cord from the wall outlet.
- Disconnect all cords and cables from the printer before moving it.
- Use the handholds located on both sides and rear of the printer to lift it.
- Make sure your fingers are not under the printer when you set it down.

- Before setting up the printer, make sure there is adequate clearance around it.
- Lift the printer off the optional drawer, and set it aside instead of trying to lift the drawer and printer at the same time.

Use only the power cord provided with this product or the manufacturer's authorized replacement.

Warning—Potential Damage: Damage to the printer caused by improper moving is not covered by the printer warranty.

Moving the printer to another location

The printer and options can be safely moved to another location by following these precautions:

- Any cart used to move the printer must have a surface able to support the full footprint of the printer. Any cart used to move the options must have a surface able to support the dimensions of the options.
- Keep the printer in an upright position.
- Avoid severe jarring movements.

Shipping the printer

When shipping the printer, use the original packaging or call the place of purchase for a relocation kit.

Managing the printer

Finding advanced networking and administrator information

This chapter covers basic administrative support tasks using the Embedded Web Server. For more advanced system support tasks, see the *Networking Guide* on the *Software and Documentation* CD and the *Embedded Web Server Administrator's Guide* on the Lexmark Web site at **http://support.lexmark.com**.

Checking the virtual display

1 Open an Embedded Web Server associated with your printer.

Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Check the virtual display that appears in the top left corner of the screen.

The virtual display works as an actual display would work on a printer control panel, showing printer messages.

Viewing reports

You can view some reports from the Embedded Web Server. These reports are useful for assessing the status of the printer, the network, and supplies.

To view reports from a network printer:

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Reports**, and then click the type of report you want to view.

Setting up e‑mail alerts

Configure the printer to send you e‑mail alerts when the supplies are getting low or when the paper needs to be changed or added, or when there is a paper jam.

1 Type the printer IP address into the address field of your Web browser.

If you do not know the IP address of the printer, you can:

- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings**.

3 Under Other Settings, click **E-mail Alert Setup**.

4 Select the items for notification, and type the e-mail addresses.

5 Click **Submit**.

Note: For information on setting up the e-mail server, contact your system support person.

Clearing jams

By carefully selecting paper and specialty media and loading it properly, you should be able to avoid most jams. If jams occur, then follow the steps outlined in this chapter.

Note: Jam Recovery is set to Auto by default. The printer reprints jammed pages unless the memory required to hold the pages is needed for other printer tasks.

Avoiding jams

Load paper properly

- Make sure paper lies flat in the tray.
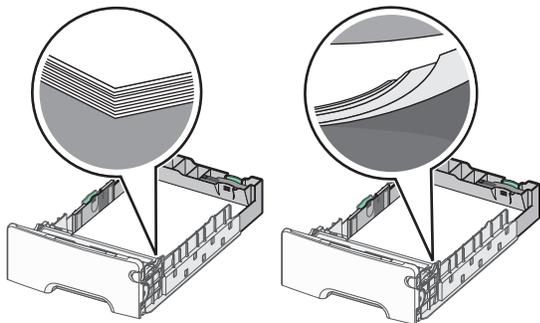
Correct paper loading   Incorrect paper loading

- Do not remove a tray while the printer is printing.
- Do not load a tray while the printer is printing. Load it before printing, or wait for a prompt to load it.
- Do not load too much paper. Make sure the stack height does not exceed the maximum paper fill indicator.
- Make sure the guides in the tray or the multipurpose feeder are properly positioned and are not pressing too tightly against the paper or envelopes.
- Push the tray in firmly after loading paper.

Use recommended paper

- Use only recommended paper or specialty media.
- Do not load wrinkled, creased, damp, bent, or curled paper.
- Flex and straighten paper before loading it.
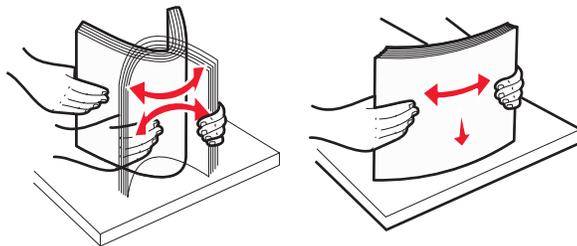
- Do not use paper that has been cut or trimmed by hand.
- Do not mix paper sizes, weights, or types in the same stack.

- Make sure all paper sizes and types are set correctly in the printer control panel menus.
- Store paper per manufacturer recommendations.

Understanding jam numbers and locations

When a jam occurs, a message indicating the jam location appears on the printer display. Open doors and covers, and remove trays to access jam locations. To resolve any paper jam message, you must clear all jammed papers from the paper path.

Area name	Jam numbers	What to do
Inside the printer	200–201	Open the front door, and then remove the jammed paper from behind the toner cartridge area.
		Open the front door, and then remove the jammed paper from under the photoconductor units.
		Open the front door, and then remove the jammed paper from under the fuser.
Inside the printer	202–203	Open the front door, and then remove the jammed paper from fuser area.
		Open the top access cover, and then remove the jammed paper.
Inside the printer	230	Open the front door, and then remove the jammed paper located between the front door and Tray 1.
Standard output bin	202–203	Remove all paper from the standard output bin, and then remove the jammed paper.
Tray [x]	24x	Open each tray, and then remove any jams.
Multipurpose feeder	250	Remove all paper from the multipurpose feeder, and then remove the jammed paper.
Automatic Document Feeder (ADF)	29y.xx	Open the ADF cover, and then remove any jammed paper.
		Open the duplex cover, and then remove the jammed paper.
Scanner cover		Open the scanner cover, and then remove any jammed paper.

200–201 paper jams

Paper jam in the toner cartridge area

1 Open the printer top access cover.
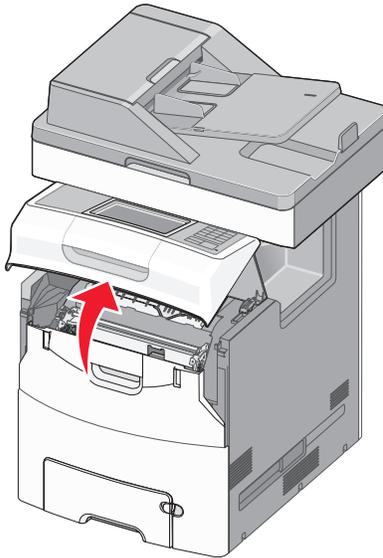
CAUTION—HOT SURFACE: The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

2 Open the front door.
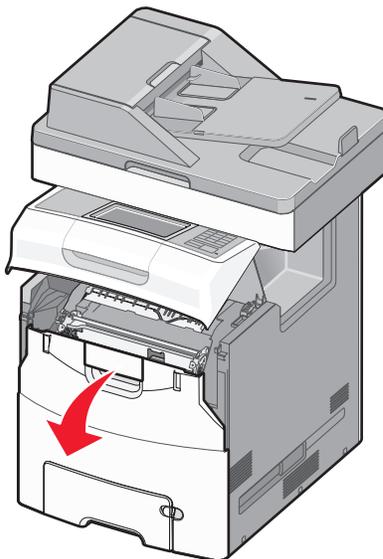
Warning—Potential Damage: To avoid overexposing the photoconductor units, do not leave the front door open for more than 10 minutes.

3 Firmly grasp the jammed paper on each side, and then gently pull the paper up and out to remove it from behind the toner cartridge area.

Note: Make sure all paper fragments are removed.
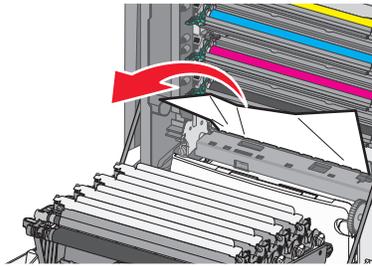
4 Close the front door, and then close the top access cover.

5 From the printer control panel, touch **Continue, jam cleared**.

Paper jam under the photoconductor units

1 Ope the printer top access cover.

> ⚠ **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

2 Open the front door.

> **Warning—Potential Damage:** To avoid overexposing the photoconductor units, do not leave the front door open for more than 10 minutes.

3 If lodged under the photoconductor units, then firmly grasp the jammed paper on each side, and then gently pull it out .
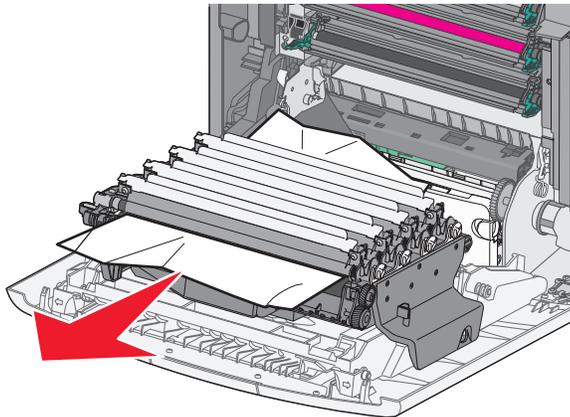
> **Note:** Make sure all paper fragments are removed.

4 If the jammed paper is lodged too tightly under the photoconductor units, then remove the photoconductor units and place them on a flat surface.

> **Warning—Potential Damage:** Be careful not to touch the photoconductor drum. Doing so may affect the print quality of future print jobs.
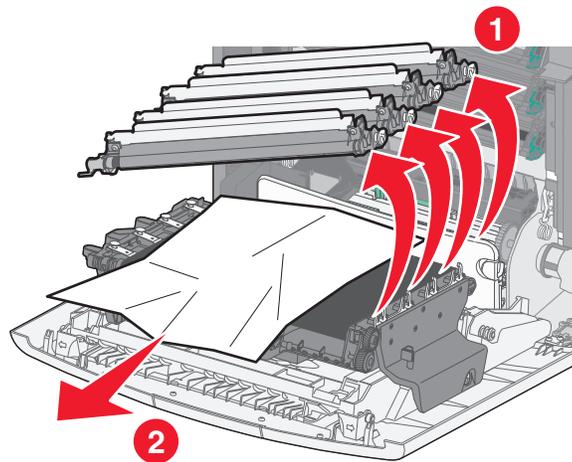
5 Firmly grasp the jammed paper on each side, and then gently pull it out.

   Note: Make sure all paper fragments are removed.

6 Reinstall each photoconductor unit.

7 Close the front door, and then close the printer top access cover.

8 From the printer control panel, touch **Continue, jam cleared**.

Paper jam in the fuser area

1 Open the printer top access cover.

   ⚠ **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

2 Open the front door.

   Warning—Potential Damage: To avoid overexposing the photoconductor units, do not leave the front door open for more than 10 minutes.

3 Determine where the jammed paper is located, and then remove it:

   a If the jammed paper is visible under the fuser, then firmly grasp the paper on each side, and then gently pull it out.

      Note: Make sure all paper fragments are removed.

   b If the jammed paper paper is visible at the top paper guide in the fuser assembly, then firmly grasp the paper on each side, and then gently pull it out.

      Note: Make sure all paper fragments are removed.

c If the jammed paper is not visible, then remove the fuser unit:

Warning—Potential Damage: Do not touch the roller at the center of the fuser unit. Doing so may damage the fuser.

1 Turn the screws on the fuser counterclockwise to loosen them.

2 Using the handholds on each side, lift and pull the fuser out of the printer.

⚠ **CAUTION—HOT SURFACE:** The fuser might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

d Place the fuser on a flat surface with the blue thumb screws facing you.

e Pull and then rotate the green rectangular knob clockwise to unlock the top paper guide.

f Press the green arrow tab to the left, and then lift the top paper guide.

g Firmly grasp the jammed paper on each side, and then gently pull it out.

Note: Make sure all paper fragments are removed.

h Close the top paper guide. Make sure both sides of the paper guide are firmly seated.

i Pull and then rotate the green rectangular knob counterclockwise to firmly secure the top paper guide.

j Reinstall the fuser unit:

1 Align the fuser unit using the handholds on each side, and then place it back into the printer.
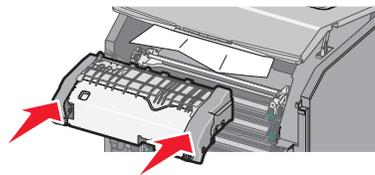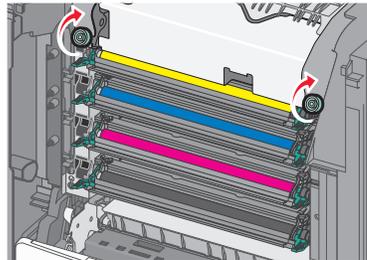
2 Turn the screws clockwise to fasten the fuser securely.

4 Close the front door, and then close the top access cover.

5 From the printer control panel, touch **Continue, jam cleared**.

202–203 paper jams

If the jammed paper is visible in the standard exit bin, then firmly grasp the paper on each side, and then gently pull it out.

Note: Make sure all paper fragments are removed.

Paper jam in the fuser area

1 Open the printer top access cover.

> ⚠ **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

2 Open the front door.

> **Warning—Potential Damage:** To avoid overexposing the photoconductor units, do not leave the front door open for more than 10 minutes.

3 Determine where the jammed paper is located, and then remove it:

  a If the jammed paper is visible under the fuser, then firmly grasp the paper on each side, and then gently pull it out.

  > **Note:** Make sure all paper fragments are removed.
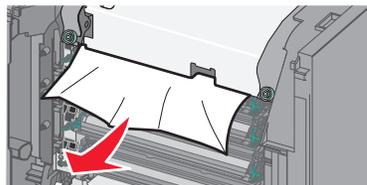
  b If the jammed paper is visible at the top paper guide in the fuser assembly, then firmly grasp the paper on each side, and then gently pull it out.

  > **Note:** Make sure all paper fragments are removed.

c If the jammed paper is not visible, then remove the fuser unit:

   1 Turn the screws on the fuser counterclockwise to loosen them.

   2 Using the handholds on each side, lift and pull the fuser out of the printer.

       ⚠️ **CAUTION—HOT SURFACE:** The fuser might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

d Place the fuser on a flat surface with the blue thumb screws facing you.

e Pull and then rotate the green rectangular knob clockwise to unlock the top paper guide.

f Press the green arrow tab to the left, and then lift the top paper guide.

g Firmly grasp the jammed paper on each side, and then gently pull it out.

   Note: Make sure all paper fragments are removed.

h Close the top paper guide. Make sure both sides of the paper guide are firmly seated.

i Pull and then rotate the green rectangular knob counterclockwise to firmly secure the top paper guide.

j Reinstall the fuser unit:

  1 Align the fuser unit using the handholds on each side, and then insert it back into the printer.
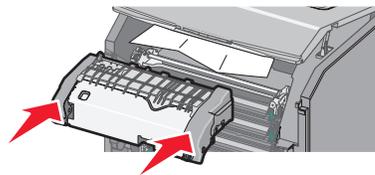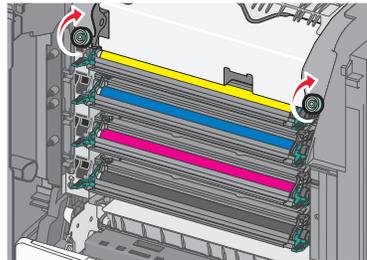
  2 Turn the screws clockwise to fasten the fuser securely.

4 Close the front door, and then close the top access cover.

5 From the printer control panel, touch **Continue, jam cleared**.

Paper jam inside the printer top access cover

1 Open the printer top access cover.
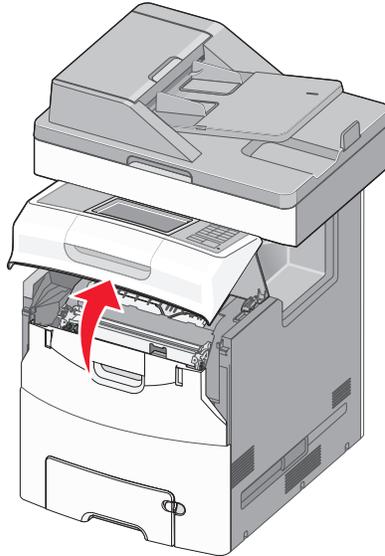
Warning—Potential Damage: To avoid overexposing the photoconductors, do not leave the front door open for more than 10 minutes.

CAUTION—HOT SURFACE: The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

2 Open the front door.
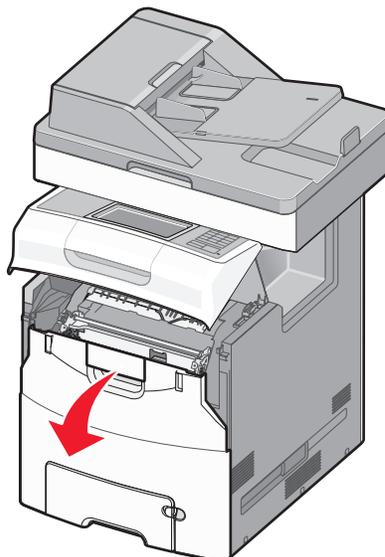
3 Firmly grasp the jammed paper on each side, and then gently pull it out.

   Note: Make sure all paper fragments are removed.

4 Close the front door, and then close the top access cover.

5 From the printer control panel, touch **Continue, jam cleared**.

24x paper jam

Paper jam in Tray 1

1 Open Tray 1.
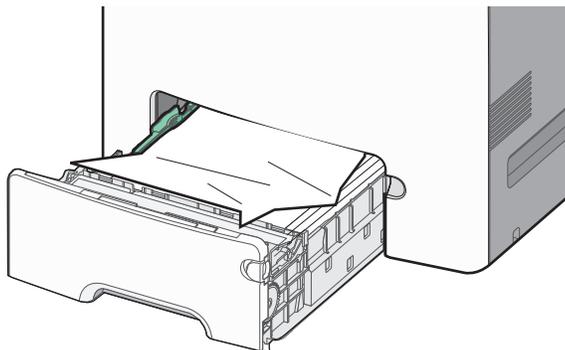
2 Firmly grasp the jammed paper on each side, and then gently pull it out.

Note: Make sure all paper fragments are removed.
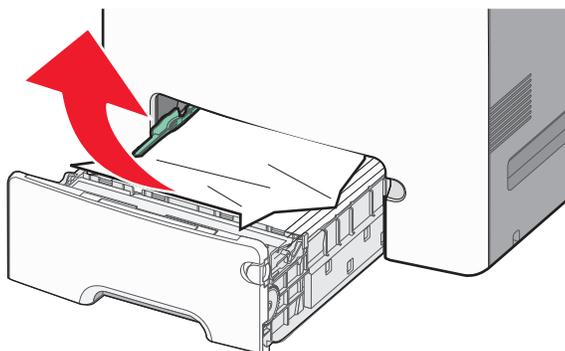
3 Close Tray 1.

4 From the printer control panel, touch **Continue, jam cleared**.

Paper jam in one of the optional trays

1 Open the specified tray.

2 Firmly grasp the jammed paper on each side, and then gently pull it out.

Note: Make sure all paper fragments are removed.
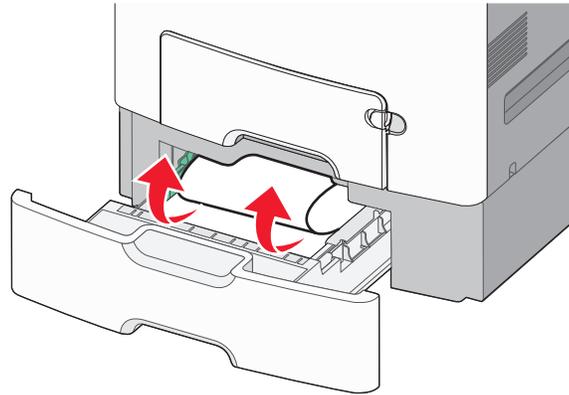
3 Close the tray.

4 From the printer control panel, touch **Continue, jam cleared**.

250 paper jam

1 Press the paper release lever, and then remove any jammed pages from the multipurpose feeder.

   Note: Make sure all paper fragments are removed.
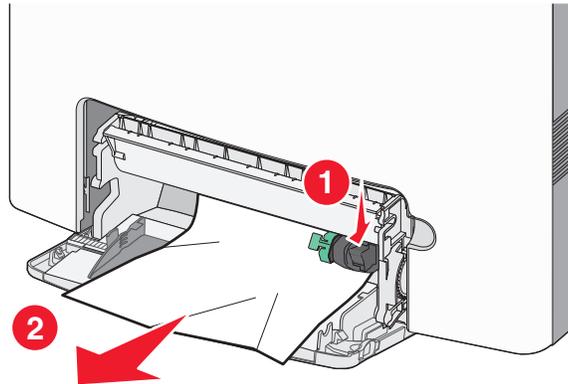
2 Load new paper into the multipurpose feeder.

3 From the printer control panel, touch **Continue, jam cleared**.

29y.xx paper jams

1 Remove all original documents from the Automatic Document Feeder (ADF).

2 Open the ADF cover, firmly grasp the jammed paper on each side, and then gently pull it out.

   Note: Make sure all paper fragments are removed.
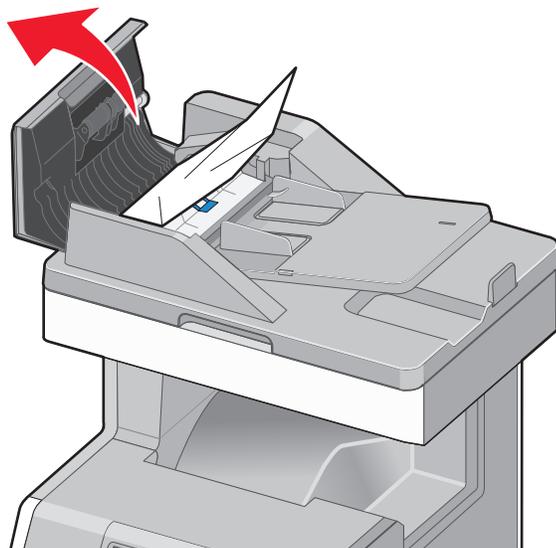
3 Close the ADF cover.

4 Open the duplex cover, firmly grasp the jammed paper on each side, and then gently pull it out.

   Note: Make sure all paper fragments are removed.
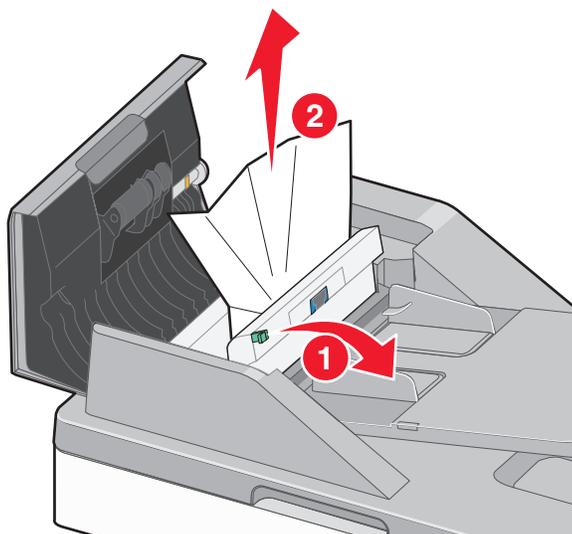
5 Open the scanner cover, firmly grasp the jammed paper on each side, and then gently pull it out.

   Note: Make sure all paper fragments are removed.
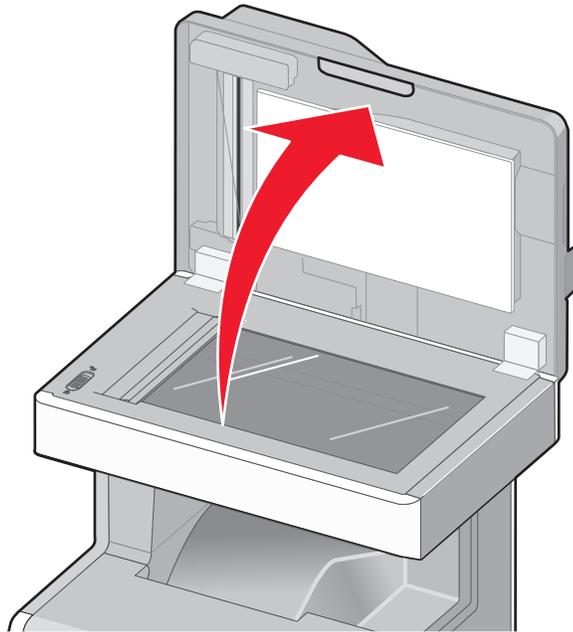
6 Close the scanner cover.

7 Reload original documents into the ADF, straighten the stack, and then adjust the paper guide.

Troubleshooting

Solving basic printer problems

If there are basic printer problems, or the printer is unresponsive, make sure:

- The power cord is plugged into the printer and a properly grounded electrical outlet.
- The electrical outlet is not turned off by any switch or breaker.
- The printer is not plugged into any surge protectors, uninterrupted power supplies, or extension cords.
- Other electronic equipment plugged into the outlet is working.
- The printer is turned on. Check the printer power switch.
- The printer cable is securely attached to the printer and the host computer, print server, option, or other network device.
- All options are properly installed.
- The printer driver settings are correct.

Once you have checked each of these possibilities, turn the printer off, wait for about 10 seconds, and then turn the printer back on. This often fixes the problem.

Understanding the printer messages

Adjusting color

Wait for the process to complete.

An error has occurred with the USB drive. Please remove and reinsert drive.

Try one or more of the following:

- Remove and reinsert the flash drive.
- If the error message remains, the flash memory may be defective and require replacement.

Change [paper source] to [custom type name]

Try one or more of the following:

- From the printer control panel, touch **Use current [paper source]** to ignore the message and print from the selected tray.
- Load the correct paper size and type in the tray, verify the paper size and type settings are specified in the Paper menu on the printer control panel, and then touch **Paper loaded, continue**.
- Touch **Reset active bin** to reset the active tray for a linked set of trays.

  Note: This applies only to printers with tray linking capability.

- Touch **Cancel job** to cancel the print job.

Change [paper source] to [custom string]

Try one or more of the following:

- From the printer control panel, touch **Use current [paper source]** to ignore the message and print from the selected tray.
- Load the correct paper size and type in the tray, verify the paper size and type settings are specified in the Paper menu on the printer control panel, and then touch **Paper loaded, continue**.
- Touch **Reset active bin** to reset the active tray for a linked set of trays.

  Note: This applies only to printers with tray linking capability.

- Touch **Cancel job** to cancel the print job.

Change [paper source] to [paper type] [paper size]

Try one or more of the following:

- From the printer control panel, touch **Use current [paper source]** to ignore the message and print from the selected tray.
- Load the correct paper size and type in the tray, verify the paper size and type settings are specified in the Paper menu on the printer control panel, and then touch **Paper loaded, continue**.
- Touch **Reset active bin** to reset the active tray for a linked set of trays.

  Note: This applies only to printers with tray linking capability.

- Touch **Cancel job** to cancel the print job.

Close front door

Close the front door of the printer.

Close top access cover

Close the printer top access cover to clear the message.

Disk corrupted

The printer attempted to recover data on a corrupted hard disk. The printer hard disk cannot be repaired.

From the home screen, touch **Format disk** to reformat the printer hard disk and clear the message.

Note: Formatting deletes all the files stored in the printer hard disk.

Disk full, scan job canceled

Try one or more of the following:
- Touch **Continue** to clear the message and continue scanning.
- Delete fonts, macros, and other data stored in the printer hard disk.
- Install a hard disk with higher capacity.

Disk near full. Securely clearing disk space.

Try one or more of the following:

- Touch **Continue** to clear the message and continue printing.
- Delete fonts, macros, and other data stored on the printer hard disk.
- Install a hard disk with higher capacity.

Disk problem

The printer hard disk must be reformatted.

Touch **Format disk** to reformat the printer hard disk and clear the message.

Note: Formatting deletes all the files stored on the printer hard disk.

Error reading USB drive. Remove USB.

An unsupported flash drive is inserted. Remove the flash drive, and then install a supported one.

Fax memory full

There is not enough memory to send the fax job.

Touch **Continue** to clear the message.

Fax partition inoperative. Contact system administrator.

The fax partition appears to be corrupted. Try one or more of the following:

- Touch **Continue** to clear the message.
- Turn the printer off and then back on to reset the printer. If the message appears again, then contact your system support person.

Fax server 'To Format' not set up. Contact system administrator.

The printer is in Fax Server mode, but the Fax Server setup has not been completed.

Try one or more of the following:

- Touch **Continue** to clear the message.
- Complete the Fax Server setup. If the message appears again, contact your system support person.

Fax Station Name not set up

The Fax Station Name has not been entered. Sending and receiving faxes is disabled until fax is configured properly.

Try one or more of the following:

- Touch **Continue** to clear the message.
- Complete the Analog Fax Setup. If the message appears again, contact your system support person.

Fax Station Number not set up

The Fax Station Number has not been entered. Sending and receiving faxes is disabled until fax is configured properly.

Try one or more of the following:

- Touch **Continue** to clear the message.
- Complete the Analog Fax Setup. If the message appears again, contact your system support person.

Insert Tray [x]

Insert the specified tray into the printer.

Install Tray [x]

Try one or more of the following:

- Install the specified tray:
    1 Turn the printer off.
    2 Unplug the power cord from the wall outlet.
    3 Install the specified tray.
    4 Connect the power cord to a properly grounded electrical outlet.
    5 Turn the printer back on.
- Cancel the print job.

Load [paper source] with [custom type name]

Try one or more of the following:

- Load the tray or feeder with the correct paper type and size.
- From the printer control panel, touch **Paper loaded, continue** to clear the message and continue printing.

    If the printer finds a tray that has the correct paper type and size, then it feeds from that tray. If the printer cannot find a tray with the correct paper type and size, then it prints from the default paper source.
- Cancel the print job.

Load [paper source] with [custom string]

Try one or more of the following:

- Load the tray or feeder with the correct paper type and size.
- From the printer control panel, touch **Paper loaded, continue** to clear the message and continue printing.

    If the printer finds a tray that has the correct paper type and size, then it feeds from that tray. If the printer cannot find a tray with the correct paper type and size, then it prints from the default paper source.
- Cancel the print job.

Load [paper source] with [paper size]

Try one or more of the following:

- Load the tray or feeder with the correct paper size.
- From the printer control panel, touch **Paper loaded, continue** to clear the message and continue printing.

  If the printer finds a tray that has the correct paper type and size, then it feeds from that tray. If the printer cannot find a tray with the correct paper type and size, then it feeds from the default paper source.
- Cancel the print job.

Load [paper source] with [paper type] [paper size]

Try one or more of the following:

- Load the tray or feeder with the correct paper size and type.
- From the printer control panel, touch **Paper loaded, continue** to clear the message and continue printing.

  If the printer finds a tray that has the correct paper type and size, then it feeds from that tray. If the printer cannot find a tray with the correct paper type and size, then it feeds from the default paper source.
- Cancel the print job.

Load Manual Feeder with [custom type name]

Try one or more of the following:

- Load the feeder with the correct paper size and type.
- From the printer control panel, touch **Prompt each page, paper loaded** or **Do not prompt, paper loaded** to clear the message and continue printing.
- Touch **Automatically select paper** to use the paper loaded in the tray.
- Cancel the print job.

Load Manual Feeder with [custom string]

Try one or more of the following:

- Load the feeder with the correct paper size and type.
- From the printer control panel, touch **Prompt each page, paper loaded** or **Do not prompt, paper loaded** to clear the message and continue printing.
- Touch **Automatically select paper** to use the paper loaded in the tray.
- Cancel the print job.

Load Manual Feeder with [paper size]

Try one or more of the following:

- Load the feeder with the correct paper size and type.
- From the printer control panel, touch **Prompt each page, paper loaded** or **Do not prompt, paper loaded** to clear the message and continue printing.
- Touch **Automatically select paper** to use the paper loaded in the tray.
- Cancel the print job.

Load Manual Feeder with [paper type] [paper size]

Try one or more of the following:

- Load the feeder with the correct paper size and type.
- From the printer control panel, touch **Prompt each page, paper loaded** or **Do not prompt, paper loaded** to clear the message and continue printing.
- Touch **Automatically select paper** to use the paper loaded in the tray.
- Cancel the print job.

Memory full, cannot print faxes

There is not enough memory to print the fax job.

Touch **Continue** to clear the message without printing. Held faxes will attempt to print after the printer has been restarted.

No analog phone line connected to modem, fax is disabled.

Make sure the analog phone line is plugged into the modem.

Paper changes needed

Try one or more of the following:

- Touch **Use current supplies** to clear the message and continue printing.
- Cancel the current print job.

Remove packaging material, [area name]

Remove any remaining packaging material from the specified location.

Remove paper from standard output bin

Remove the stack of paper from the standard exit bin.

Replace separator pad

Install a new separator pad.

Restore held jobs?

Try one or more of the following:

- Touch **Restore** to restore all held jobs stored on the printer hard disk.
- Touch **Do not restore** if you do not want any print jobs to be restored.

Scanner ADF Cover Open

The ADF cover is open. The message clears when the cover is closed.

Scan Document Too Long

The scan job exceeds the maximum number of pages. Touch **Cancel Job** to clear the message.

SMTP server not set up. Contact system administrator.

An error occurred on the SMTP server, or the SMTP server is not configured properly. Touch **Continue** to clear the message. If the message appears again, contact your system support person.

Some held jobs were not restored

Touch **Continue** to delete the specified job.

Note: Held jobs that are not restored stay on the hard disk and are inaccessible.

Supply needed to complete job

A supply needed to complete the job is missing. Try one of the following:

- Touch **Prompt for supplies** to view all error messages that indicate what supplies are needed to continue processing the current job.
  1 Order the missing supply immediately.
  2 Install the supply. For more information, see the instruction sheet that came with the supply.
- Touch **Cancel job** to clear the message and cancel the print job.

Tray [x] paper size unsupported

The paper size in the specified tray is unsupported. Replace it with a supported paper size.

Unsupported disk

An unsupported disk has been inserted. Remove the unsupported disk, and then install a supported one.

Weblink server not set up. Contact system administrator

An error occurred on the Web link server, or the Web link server is not configured properly.

Touch **Continue** to clear the message. If the message appears again, then contact your system support person.

31.xx Missing or defective [color] cartridge

Try one or more of the following:

- Install the missing toner cartridge.

  For instructions on removing and installing a cartridge, touch **More Information**.
- Remove and reinstall the defective toner cartridge.

  Note: If the message is not cleared, then replace the defective cartridge.
- Touch **Continue** to clear the message.

32.xx [color] cartridge part number unsupported by device

Remove the unsupported toner cartridge, and then install a supported one.

34 Incorrect paper size, open [src]

Try one or more of the following:

- Load the appropriate paper or specialty media in the proper tray.
- Confirm that the wheel on tray 1 is set to the paper size loaded in the tray. Make sure this size is the size you are trying to print.
- Touch **Continue** to clear the message and print using a different tray.
- Check length and width guides of the tray and make sure the paper is properly loaded in the tray.
- Make sure the Print Properties or Print dialog settings have the correct paper size and type.
- Check that the paper size is correctly set. For example, if the MP Feeder Size is set to Universal, make sure the paper is large enough for the data being printed.
- Cancel the print job.

35 Insufficient memory to support Resource Save feature

Try one or more of the following:

- Touch **Continue** to disable Resource Save and continue printing.
- To enable Resource Save after receiving this message, make sure the link buffers are set to Auto, and then exit the menus to activate the link buffer changes. When `Ready` appears, enable Resource Save.
- Install additional memory.

37 Insufficient memory to collate job

Try one or more of the following:

- Touch **Continue** to print the portion of the job already stored and begin collating the rest of the print job.
- Cancel the current print job.

37 Insufficient memory for Flash Memory Defragment operation

Try one or more of the following:
- Touch **Continue** to stop the defragment operation and continue printing.
- Delete fonts, macros, and other data in printer memory.
- Install additional printer memory.

37 Insufficient memory, some Held Jobs were deleted

The printer deleted some held jobs in order to process current jobs.

Touch **Continue** to clear the message.

37 Insufficient memory, some held jobs will not be restored

The printer was unable to restore some or all of the confidential or held jobs on the printer hard disk.

Touch **Continue** to clear the message.

38 Memory full

Try one or more of the following:
- Touch **Cancel job** to clear the message.
- Install additional printer memory.

39 Complex page, some data may not have printed

Try one or more of the following:
- Touch **Continue** to clear the message and continue printing.
- Cancel the current print job.
- Install additional printer memory.

51 Defective flash detected

Try one or more of the following:
- Touch **Continue** to clear the message and continue printing.
- Cancel the current print job.

52 Not enough free space in flash memory for resources

Try one or more of the following:
- Touch **Continue** to clear the message and continue printing.

  Downloaded fonts and macros not previously stored in flash memory are deleted.
- Delete fonts, macros, and other data stored in flash memory.
- Upgrade to a larger capacity flash memory card.

53 Unformatted flash detected

Try one or more of the following:

- Touch **Continue** to stop the defragment operation and continue printing.
- Format the flash memory. If the error message remains, the flash memory may be defective and require replacing.

54 Network [x] software error

Try one or more of the following:

- Touch **Continue** to continue printing.
- Turn the printer off, wait for about 10 seconds, and then turn the printer back on.
- Upgrade (flash) the network firmware in the printer.

54 Serial option [x] error

Try one or more of the following:

- Check that the serial cable is properly connected and is the correct one for the serial port.
- Check that the serial interface parameters (protocol, baud, parity, and data bits) are set correctly on the printer and host computer.
- Touch **Continue** to continue printing.
- Turn the printer power off and then back on to reset the printer.

54 Standard network software error

Try one or more of the following:

- Touch **Continue** to continue printing.
- Turn the printer off and then back on to reset the printer.
- Upgrade (flash) the network firmware in the printer or print server.

55 Unsupported option in slot [x]

1 Turn the printer off.

2 Unplug the power cord from the wall outlet.

3 Remove the unsupported option card from the printer system board, and then replace it with a supported card.

4 Connect the power cord to a properly grounded electrical outlet.

5 Turn the printer back on.

56 Parallel port [x] disabled

Try one or more of the following:

- Touch **Continue** to clear the message.

  The printer discards any data received through the parallel port.

- Make sure the Parallel Buffer menu item is not set to Disabled.

56 Serial port [x] disabled

Try one or more of the following:

- Touch **Continue** to clear the message.

  The printer discards any data received through the serial port.

- Make sure the Serial Buffer menu is not set to Disabled.

56 Standard USB port disabled

Try one or more of the following:

- Touch **Continue** to clear the message.

  The printer discards any data received through the USB port.

- Make sure the USB Buffer menu item is not set to Disabled.

56 USB port [x] disabled

Try one or more of the following:

- Touch **Continue** to clear the message.

  The printer discards any data received through the USB port.

- Make sure the USB Buffer menu is not set to Disabled.

57 Configuration change, some held jobs were not restored

Something has changed in the printer to invalidate the held jobs. Possible changes include:

- The printer firmware has been updated.
- Paper input options needed for the print job were removed.
- The print job was created using data from a device in the USB port and the device is no longer in the USB port.
- The printer hard disk contains print jobs that were stored while installed in a different printer model.

Touch **Continue** to clear the message.

58 Input config error

1 Turn the printer off.

2 Unplug the power cord from the wall outlet.

3 Check if all tray configurations are correct. Remove unnecessary trays if needed.

4 Connect the power cord to a properly grounded electrical outlet.

5 Turn the printer back on.

58 Too many disks installed

1 Turn the printer off.

2 Unplug the power cord from the wall outlet.

3 Remove the excess disks.

4 Connect the power cord to a properly grounded electrical outlet.

5 Turn the printer back on.

58 Too many flash options installed

1 Turn the printer off.

2 Unplug the power cord from the wall outlet.

3 Remove the excess flash memory.

4 Connect the power cord to a properly grounded outlet.

5 Turn the printer back on.

58 Too many trays attached

1 Turn the printer off.

2 Unplug the power cord from the wall outlet.

3 Remove the additional trays.

4 Connect the power cord to a properly grounded outlet.

5 Turn the printer back on.

59 Incompatible tray [x]

Try one or more of the following:
- Remove the specified tray.
- Touch **Continue** to clear the message and continue printing without using the specified tray.

61 Remove defective disk

Try one or more of the following:
- Remove the defective printer hard disk.
- Install a different printer hard disk before performing any operations that require a printer hard disk.

62 Disk full

Try one or more of the following:

- Touch **Continue** to clear the message and continue processing.
- Delete fonts, macros, and other data stored on the printer hard disk.
- Install a printer hard disk with larger capacity.

63 Unformatted disk

Try one or more of the following:

- Touch **Continue** to clear the message and continue printing.
- Format the printer hard disk.

If the error message remains, the hard disk may be defective and require replacing.

80.xx Fuser near life warning

1 Order a replacement fuser immediately.

2 When print quality is reduced, install the new fuser, following the instruction sheet that came with the replacement part.

3 Touch **Continue** to clear the message and continue printing.

80.xx Fuser life warning

- Order a replacement fuser immediately. When print quality is reduced, install the new fuser, following the instruction sheet that came with the replacement part.
- Touch **Continue** to clear the message and continue printing.

80.xx Replace fuser

Replace the fuser using the instruction sheet that came with the replacement part.

80.xx Fuser missing

1 Replace the fuser, following the instruction sheet that came with the replacement part.

2 Touch **Continue** to clear the message and continue printing.

82.xx Replace waste toner bottle

1 Replace the waste toner bottle.

For instructions on replacing the waste toner bottle, from the printer control panel touch **More Information**.

2 Touch **Continue** to clear the message and continue printing.

82.xx Waste toner bottle missing

Reinsert the waste toner bottle into the printer.

82.xx Waste toner bottle nearly full

Order a replacement waste toner bottle immediately.

1 Replace the waste toner bottle.

For instructions on installing the waste toner bottle, from the printer control panel touch **More Information**.

2 Touch **Continue** to clear the message and continue printing.

83.xx Replace transfer module

Replace the transfer module, following the instruction sheet that came with the replacement part.

83.xx Transfer module life warning

1 Replace the transfer module, following the instruction sheet that came with the replacement part.

2 Touch **Continue** to clear the message and continue printing.

83.xx Transfer module missing

Insert the transfer module into the printer.

83.xx Transfer module near life warning

1 Order a replacement transfer module immediately.

2 From the printer control panel, touch **Continue** to clear the message and continue printing.

3 When print quality is reduced, install the new transfer module.

For instructions on installing the transfer module, see the instruction sheet that came with the replacement part or touch **More Information** on the printer home screen.

84.xx [color] photoconductor missing

Install the specified color photoconductor, following the instruction sheet that came with the replacement part.

84.xx [color] photoconductor nearly low

1 Order a replacement photoconductor.

2 When print quality is reduced, install the new photoconductor, following the instruction sheet that came with the replacement part.

3 Touch **Continue** to clear the message and continue printing.

84.xx [Color] photoconductor low

1 Order a replacement photoconductor immediately.

2 When print quality is reduced, install the new photoconductor, following the instruction sheet that came with the replacement supply.

Notes:

- All four photoconductors should be replaced at the same time.
- Make sure to reset the maintenance counter after replacing the photoconductors for optimum print quality.

3 Touch **Continue** to clear the message and continue printing.

84.xx Replace [color] photoconductor

1 Replace the photoconductor, following the instruction sheet that came with the replacement supply.

Notes:

- All four photoconductors should be replaced at the same time.
- Make sure to reset the maintenance counter after replacing the photoconductors for optimum print quality.

2 From the printer control panel, touch **Continue** to clear the message and continue printing.

88 Replace [color] cartridge

The specified print or toner cartridge is empty.

1 Replace the specified cartridge.

For instructions on replacing cartridge, from the printer control panel, touch **More Information**.

2 Touch **Continue** to clear the message and continue printing.

88.xx [Color] cartridge critically low

The specified print cartridge is critically low.

1 For instructions on replacing a print cartridge, from the printer control panel touch **More Information**.

2 Touch **Continue** to clear the message and continue printing.

88.xx [color] cartridge low

1 Remove the specified cartridge.

Warning—Potential Damage: Be careful not to touch the photoconductor drum. Doing so may affect the print quality of future print jobs.

2 Firmly shake the cartridge side-to-side and front-to-back several times to redistribute the toner.

3 Reinsert the cartridge, and then touch **Continue** to clear the message and continue printing.

Notes:

- Repeat this procedure multiple times until the print remains faded. When the print remains faded, replace the cartridge.
- Have a new cartridge available when the current one no longer prints satisfactorily.

88.xx [color] cartridge nearly low

Order a replacement for the specified print cartridge.

88.xx [Color] cartridge very low

The specified print cartridge is very low.

1 For instructions on replacing a print cartridge, from the printer control panel touch **More Information**.

2 Touch **Continue** to clear the message and continue printing.

29y.xx Close flatbed cover and load originals if restarting job

Try one or more of the following:

- Touch **Cancel job** to cancel the job and clear the message.
- Touch **Scan from automatic feeder** to resume the scan job from the ADF immediately following the last successfully scanned page.
- Touch **Scan from flatbed** to resume the scan job from the scanner glass immediately following the last successfully scanned page.
- Touch **Finish job without further scanning** to end the scan job at the last successfully scanned page.

  Note: This does not cancel the scan job. All successfully scanned pages will be processed further for copying, faxing, and e-mailing.

280.06 Paper missing

Try one or more of the following:

- Touch **Continue** to clear the message.
- Touch **Cancel job** to cancel the job and clear the message.
- Touch **Scan from automatic feeder** to resume the scan job from the ADF immediately following the last successfully scanned page.
- Touch **Scan from flatbed** to resume the scan job from the scanner glass immediately following the last successfully scanned page.
- Touch **Finish job without further scanning** to end the scan job at the last successfully scanned page.

  Note: This does not cancel the scan job. All successfully scanned pages will be processed further for copying, faxing, or e-mailing.

- Touch **Restart job** to clear the message and start a new scan job with the same settings as the previous job.

840.01 Scanner disabled by admin

Print without the scanner or contact your system support person.

840.02 Scanner disabled. Contact system administrator if problem persists.

Try one or more of the following:

- Touch **Continue with scanner disabled** to return to the home screen, and then contact your system support person.
- Touch **Reboot and automatically enable scanner** to cancel the job.

    Note: This attempts to bring the scanner back online.

1565 Emulation error, load emulation option

The printer automatically clears the message in 30 seconds, and then disables the download emulator on the firmware card.

Solving printing problems

Multiple-language PDF files do not print

The PDF files may contain unavailable fonts.

1 Open the document you want to print in Adobe Acrobat.

2 Click the printer icon > **Advanced** > **Print as image** > **OK** > **OK**.

Printer control panel display is blank or displays only diamonds

The printer self test failed. Turn the printer off, wait about 10 seconds, and then turn the printer on.

If `Ready` does not appear, then turn the printer off and contact Customer Support.

Error message about reading USB drive appears

Make sure the flash drive is supported.

Print jobs do not print

Try one or more of the following:

MAKE SURE THERE IS NO PROBLEM WITH YOUR PRINTER

From the printer control panel, check the status. If necessary, follow the recovery instructions.

MAKE SURE THE PRINTER IS READY TO PRINT

Make sure `Ready` appears on the display before sending a print job.

CHECK IF A SUPPLY IS MISSING OR NEEDS REPLACEMENT

Remove and then reinstall or replace the supply.

CHECK IF THE STANDARD EXIT BIN IS FULL

Remove the paper stack from the standard exit bin.

CHECK IF THE PAPER TRAY IS EMPTY

Load paper in the tray.

MAKE SURE THE CORRECT PRINTER SOFTWARE IS INSTALLED

- Verify that you are using the correct printer software.
- If the printer is connected to your computer through a USB port, then make sure you are running a supported operating system and using a compatible printer software.

MAKE SURE THE INTERNAL PRINT SERVER IS WORKING PROPERLY

- Make sure the internal print server is properly installed and that the printer is connected to the network.
- Print a network setup page and check that the status shows `Connected`. If the status is `Not Connected`, then check the network cables, and then try printing the network setup page again. Contact your system support person to make sure the network is functioning correctly.

The printer software is available on the Lexmark Web site at **http://support.lexmark.com**.

MAKE SURE YOU ARE USING A RECOMMENDED **USB,** SERIAL, OR **E**THERNET CABLE

For more information, visit the Lexmark Web site at **http://support.lexmark.com**.

MAKE SURE PRINTER CABLES ARE SECURELY CONNECTED

Check the cable connections to the printer and print server to make sure they are secure.

For more information, see the setup documentation that came with the printer.

Confidential and other held jobs do not print

These are possible solutions. Try one or more of the following:

PARTIAL JOB, NO JOB, OR BLANK PAGE PRINTS

The print job may contain a formatting error or invalid data.
- Delete the print job, and then print it again.
- For PDF documents, recreate the PDF and then print it again.

If you are printing from the Internet, then the printer may be reading multiple job titles as duplicates and deleting all jobs except the first one.

- For Windows users, open Print Properties. From the Print and Hold dialog, select the "Keep duplicate documents" check box under the User name text box before entering a PIN number.

- For Macintosh users, save each print job, naming each job differently, and then send the individual jobs to the printer.

MAKE SURE THE PRINTER HAS SUFFICIENT MEMORY

Free up additional printer memory by scrolling through the list of held jobs and deleting some of them.

Print job takes longer than expected

Try one or more of the following:

REDUCE THE COMPLEXITY OF THE PRINT JOB

Eliminate the number and size of fonts, the number and complexity of images, and the number of pages in the print job.

TURN OFF THE PAGE PROTECT SETTING

From the home screen, navigate to:

> **Settings** > **General Settings** > **Print Recovery** > **Page Protect** > **Off** >

CHANGE THE ENVIRONMENTAL SETTINGS

When using Eco-Mode or Quiet Mode settings, you may notice a reduction in performance.

Printing slows down

Try one or more of the following:

MAKE SURE TO USE PAPER NOT NARROW ENOUGH TO INVOKE THE SLOWDOWN MODE

Place larger paper such as Letter and A4 in the tray, and then print the same file.

Note: The slowdown mode functions as designed. This is to protect the fuser from becoming damaged by large temperature differentials across its length.

CONTACT CUSTOMER SUPPORT

If the problem continues, then the printer may need to be serviced. For more information, contact customer support.

Job prints from the wrong tray or on the wrong paper

CHECK THE PAPER TYPE AND PAPER SIZE SETTINGS

Make sure the paper type setting matches the paper loaded in the tray:

1 From the printer control panel Paper menu, check the paper type and paper size settings.

2 Before sending the job to print, specify the correct type setting:
- For Windows users, specify the paper type from Print Properties.
- For Macintosh users, specify the paper type from the Print dialog.

Incorrect characters print

- Make sure the printer is not in Hex Trace mode. If `Ready Hex` appears on the display, you must exit Hex Trace mode before you can print your job. Turn the printer off and back on to exit Hex Trace mode.
- Make sure the SmartSwitch settings are set to On in the Network and USB menus.

Tray linking does not work

These are possible solutions. Try one or more of the following:

LOAD THE SAME SIZE AND TYPE OF PAPER

- Load the same size and type of paper in each tray to be linked.
- Move the paper guides to the correct positions for the paper size loaded in each tray.

USE THE SAME PAPER SIZE AND PAPER TYPE SETTINGS

- Print a menu settings page and compare the settings for each tray.
- If necessary, adjust the settings from the Paper Size/Type menu.

Note: The standard 550-sheet tray and the multipurpose feeder do not automatically sense the paper size. You must set the size from the Paper Size/Type menu.

Large jobs do not collate

These are possible solutions. Try one or more of the following:

MAKE SURE COLLATE IS SET TO ON

From the Finishing menu or Print Properties, set Collate to On.

Note: Setting Collate to Off in the software overrides the setting in the Finishing menu.

REDUCE THE COMPLEXITY OF THE PRINT JOB

Reduce the complexity of the print job by eliminating the number and size of fonts, the number and complexity of images, and the number of pages in the job.

MAKE SURE THE PRINTER HAS ENOUGH MEMORY

Add printer memory or an optional hard disk.

Unexpected page breaks occur

INCREASE THE PRINT TIMEOUT VALUE

1 From the home screen, navigate to:

⊞ > **Settings** > **General Settings** > **Timeouts**

2 Touch the left or right arrow next to `Print Timeout` until the desired value appears.

3 Touch **Submit**.

Solving copy problems

Copier does not respond

These are possible solutions. Try one or more of the following:

CHECK THE DISPLAY FOR ERROR MESSAGES

Clear any error messages.

CHECK THE POWER

Make sure the printer is plugged in, the power is on, and `Ready` appears.

Scanner unit does not close

Make sure there are no obstructions:

1 Lift the scanner unit.

2 Remove any obstruction keeping the scanner unit open.

3 Lower the scanner unit.

Poor copy quality

These are some examples of poor copy quality:

- Blank pages
- Checkerboard pattern
- Distorted graphics or pictures
- Missing characters
- Faded print

- Dark print
- Skewed lines
- Smudges
- Streaks
- Unexpected characters
- White lines in print

Try one or more of the following:

CLEAR ANY ERROR MESSAGES

Check the display and clear any error messages.

REPLACE THE TONER OR PRINT CARTRIDGE

When the print remains faded, replace the toner or print cartridge.

CLEAN THE SCANNER GLASS

The scanner glass may be dirty. Clean the scanner glass with a clean, lint-free cloth dampened with water.

For more information, see "Cleaning the scanner glass" on page 221.

ADJUST THE TONER DARKNESS OF THE COPY

Adjust the toner darkness from the Copy menus.

MAKE SURE THE QUALITY OF THE ORIGINAL DOCUMENT IS SATISFACTORY

Check the quality of the original document.

PLACE THE ORIGINAL DOCUMENT PROPERLY

Make sure the document or photo is loaded facedown on the scanner glass in the upper left corner.

MAKE SURE TO USE THE APPROPRIATE COPY SETTINGS

When patterns (moiré) appear in the output:
- On the Copy screen make sure the Content Type and Source settings are appropriate for the document being scanned.
- From the Copy screen, navigate to:

  Advanced Options > **Advanced Imaging** > **Sharpness** > lower the Sharpness setting
- On the Copy screen, make sure no scaling is being selected.

When the text is light or disappearing:

- From the Copy screen, navigate to:

  Content > **Text** > ✓ > select the appropriate source for the original document being copied > ✓

- From the Copy screen, navigate to:

  Advanced Options > **Advanced Imaging** > **Sharpness** > increase the current setting

- From the Copy screen, navigate to:

  Advanced Options > **Advanced Imaging** > **Background removal**, and then reduce the current setting

- From the Copy screen, navigate to:

  Advanced Options > **Advanced Imaging** > **Contrast** > increase the current setting

- From the Copy screen, navigate to:

  Advanced Options > **Advanced Imaging** > **Shadow detail** > reduce the current setting

When the output appears washed out or overexposed:

- On the Copy screen make sure the Content Type and Source settings are appropriate for the document being scanned.
- From the Copy screen, adjust the Darkness setting.
- From the Copy screen, navigate to:

  Advanced Options > **Advanced Imaging** > **Shadow detail** > reduce the current setting

- From the Copy screen, navigate to:

  Advanced Options > **Advanced Imaging** > **Background removal** > reduce the current setting

Partial document or photo copies

These are possible solutions. Try one or more of the following:

CHECK THE DOCUMENT PLACEMENT

Make sure the document or photo is loaded facedown on the scanner glass in the upper left corner.

CHECK THE PAPER SIZE SETTING

Make sure the paper size setting matches the paper loaded in the tray:

1 From the printer control panel, check the Paper Size setting from the Paper menu.

2 Before sending the job to print, specify the correct size setting:
   - For Windows users, specify the size from Print Properties.
   - For Macintosh users, specify the size from the Page Setup dialog.

Solving scanner problems

Checking an unresponsive scanner

If your scanner is not responding, then make sure:

- The printer is turned on.
- The printer cable is securely attached to the printer and the host computer, print server, option, or other network device.
- The power cord is plugged into the printer and a properly grounded electrical outlet.
- The electrical outlet is not turned off by any switch or breaker.
- The printer is not plugged into any surge protectors, uninterrupted power supplies, or extension cords.
- Other electrical equipment plugged into the outlet is working.

Once you have checked each of these possibilities, turn the printer off and then back on. This often fixes the problem with the scanner.

Scan was not successful

These are possible solutions. Try one or more of the following:

CHECK THE CABLE CONNECTIONS

Make sure the network or USB cable is securely connected to the computer and the printer.

AN ERROR MAY HAVE OCCURRED IN THE PROGRAM

Turn off and then restart the computer.

Scanning takes too long or freezes the computer

These are possible solutions. Try one or more of the following:

OTHER SOFTWARE PROGRAMS MAY BE INTERFERING WITH SCANNING

Close all programs not being used.

THE SCAN RESOLUTION MAY BE SET TOO HIGH

Select a lower scan resolution.

Poor scanned image quality

These are possible solutions. Try one or more of the following:

CHECK THE DISPLAY FOR ERROR MESSAGES

Clear any error messages.

THE SCANNER GLASS MAY BE DIRTY

Clean the scanner glass with a clean, lint-free cloth dampened with water. For more information, see "Cleaning the scanner glass" on page 221.

ADJUST THE SCAN RESOLUTION

Increase the resolution of the scan for a higher quality output.

CHECK THE QUALITY OF THE ORIGINAL DOCUMENT

Make sure the quality of the original document is satisfactory.

CHECK THE DOCUMENT PLACEMENT

Make sure the document or photo is loaded facedown on the scanner glass in the upper left corner.

Partial document or photo scans

These are possible solutions. Try one or more of the following:

CHECK THE DOCUMENT PLACEMENT

Make sure the document or photo is loaded facedown on the scanner glass in the upper left corner.

CHECK THE PAPER SIZE SETTING

Make sure the paper size setting matches the paper loaded in the tray:

1   From the printer control panel, check the Paper Size setting from the Paper menu.

2   Before sending the job to print, specify the correct size setting:
    - For Windows users, specify the size from Print Properties.
    - For Macintosh users, specify the size from the Page Setup dialog.

Cannot scan from a computer

These are possible solutions. Try one or more of the following:

CHECK THE DISPLAY FOR ERROR MESSAGES

Clear any error messages.

CHECK THE POWER

Make sure the printer is plugged in, the power is on, and `Ready` appears.

CHECK THE CABLE CONNECTIONS

Make sure the network or USB cable is securely connected to the computer and the printer.

Solving fax problems

Fax and e-mail functions are not set up

The indicator light blinks red until you set up fax and e-mail. To set up fax and e-mail, follow these steps:

Note: Before completing these instructions for a printer on a network, make sure the fax cables are connected.

1 From the home screen, navigate to:

[icon] > **General Settings** > **Run initial setup** > **Yes** > **Submit**

2 Turn the printer off, and then turn it back on.

3 From the printer control panel, touch your language.

4 Touch your country or region, and then touch **Continue**.

5 Select your time zone, and then touch **Continue**.

6 Touch **Fax** and **E-mail** to clear the icons, and then touch **Continue**.

Note: You can use these same steps to disable fax and e-mail.

Caller ID is not shown

Contact your telecommunications company to verify that your telephone line is subscribed to the caller ID service.

If your region supports multiple caller ID patterns, you may have to change the default setting. There are two settings available: FSK (pattern 1) and DTMF (pattern 2). The availability of these settings by way of the Fax menu depends on whether your country or region supports multiple caller ID patterns. Contact your telecommunications company to determine which pattern or switch setting to use.

Cannot send or receive a fax

These are possible solutions. Try one or more of the following:

CHECK THE DISPLAY FOR ERROR MESSAGES

Clear any error messages.

CHECK THE POWER

Make sure the printer is plugged in, the power is on, and `Ready` appears.

CHECK THE PRINTER CONNECTIONS

Make sure the cable connections for the following hardware are secure, if applicable:

- Telephone
- Handset
- Answering machine

CHECK THE TELEPHONE WALL JACK

1 Plug a telephone into the wall jack.

2 Listen for a dial tone.

3 If you do not hear a dial tone, then plug a different telephone into the wall jack.

4 If you still do not hear a dial tone, then plug a telephone into a different wall jack.

5 If you hear a dial tone, then connect the printer to that wall jack.

REVIEW THIS DIGITAL PHONE SERVICE CHECKLIST

The fax modem is an analog device. Certain devices can be connected to the printer so that digital telephone services can be used.

- If you are using an ISDN telephone service, then connect the printer to an analog telephone port (an R-interface port) on an ISDN terminal adapter. For more information and to request an R-interface port, contact your ISDN provider.

- If you are using DSL, then connect to a DSL filter or router that will support analog use. For more information, contact your DSL provider.

- If you are using a PBX telephone service, then make sure you are connecting to an analog connection on the PBX. If none exists, consider installing an analog telephone line for the fax machine.

CHECK FOR A DIAL TONE

- Place a test call to the telephone number to which you want to send a fax to make sure that it is working correctly.

- If the telephone line is being used by another device, then wait until the other device is finished before sending a fax.

- If you are using the On Hook Dial feature, then turn up the volume to verify a dial tone.

TEMPORARILY DISCONNECT OTHER EQUIPMENT

To ensure the printer is working correctly, connect it directly to the telephone line. Disconnect any answering machines, computers with modems, or telephone line splitters.

CHECK FOR JAMS

Clear any jams, and then make sure that `Ready` appears.

TEMPORARILY DISABLE CALL WAITING

Call Waiting can disrupt fax transmissions. Disable this feature before sending or receiving a fax. Call your telephone company to obtain the keypad sequence for temporarily disabling Call Waiting.

VOICE MAIL SERVICE MAY BE INTERFERING WITH THE FAX TRANSMISSION

Voice Mail offered through your local telephone company may disrupt fax transmissions. To enable both Voice Mail and the printer to answer calls, you may want to consider adding a second telephone line for the printer.

THE PRINTER MEMORY MAY BE FULL

1 Dial the fax number.

2 Scan the original document one page at a time.

Can send but not receive faxes

Try one or more of the following:

LOAD PAPER

If the tray is empty, then load paper in the tray or feeder.

CHECK THE RING COUNT DELAY SETTINGS

The ring count delay sets the number of times the phone rings before the printer answers. If you have extension phones on the same line as the printer, or subscribe to the telephone company's Distinctive Ring service, then keep the Ring Delay setting at 4.

1 Type the printer IP address in the address field of your Web browser.

If you do not know the IP address of the printer, then you can:
- View the IP address on the printer control panel in the TCP/IP section under the Networks/Ports menu.
- Print a network setup page or the menu settings pages and locate the IP address in the TCP/IP section.

2 Click **Settings** > **Fax Settings** > **Analog Fax Setup**.

3 In the Rings to Answer field, enter the number of times you want the phone to ring before the printer answers.

4 Click **Submit**.

REPLACE THE TONER OR PRINT CARTRIDGE

Replace the toner or print cartridge.

Can receive but not send faxes

These are possible solutions. Try one or more of the following:

THE PRINTER IS NOT IN FAX MODE

On the home screen, touch **Fax** to put the printer in Fax mode.

THE DOCUMENT IS NOT LOADED PROPERLY

Load the original document faceup, short edge first into the ADF or facedown on the scanner glass in the upper left corner.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

MAKE SURE THE SHORTCUT NUMBER IS SET UP PROPERLY

- Check to make sure the shortcut number has been programmed for the number that you want to dial.
- As an alternative, dial the telephone number manually.

Received fax has poor print quality

Try one or more of the following:

RESEND THE DOCUMENT

Ask the person who sent you the fax to:
- Check that the quality of the original document is satisfactory.
- Resend the fax. There may have been a problem with the quality of the telephone line connection.
- Increase the fax scan resolution, if possible.

REPLACE THE CARTRIDGE

When **88 Cartridge low** appears or when the prints appear faded, replace the cartridge.

MAKE SURE THE FAX TRANSMISSION SPEED IS NOT SET TOO HIGH

Decrease the incoming fax transmission speed:

1 Type the printer IP address in the address field of your Web browser.

Note: If you do not know the IP address of the printer, then print a network setup page and locate the IP address in the TCP/IP section.

2 Click **Settings** > **Fax Settings** > **Analog Fax Setup**.

3 In the Max Speed box, click one of the following:

2400

4800

9600

14400

33600

4 Click **Submit**.

Solving home screen application problems

An application error has occurred

CHECK THE SYSTEM LOG FOR RELEVANT DETAILS

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 **System** tab > **Log**

5 From the Filter menu, select an application status.

6 From the Application menu, select an application, and then click **Submit**.

MAKE SURE THE FILE NAME YOU WANT TO SCAN TO IS NOT ALREADY IN USE

Verify that the file to which you want to scan is not open by another application or user.

To help prevent errors, make sure either **Append time stamp** or **Overwrite existing file** is selected in the destination configuration settings.

ADJUST THE SCAN SETTINGS

In the destination configuration settings, lower the scan settings. For example, to lower the scan resolution, disable Color, or change the "Content type" setting to Text.

CONTACT CUSTOMER SUPPORT

If you still cannot isolate the problem, then contact customer support.

Forms and Favorites troubleshooting

Forms are not available or are not working

MAKE SURE THE BOOKMARK POINTING TO THE FORM IS IN THE BOOKMARKS ROOT FOLDER

If the bookmark pointing to the form was created in a subfolder of the Bookmarks folder, then it will not be available under the Forms solution. Delete the bookmark and recreate it under the Bookmarks root folder.

MAKE SURE THE BOOKMARK IS POINTING TO THE CORRECT LOCATION

The printer does not validate bookmarks. If the URL or network location that was specified when the bookmark was created is incorrect, then the printer will not be able to access the document.

MAKE SURE THE BOOKMARK IS CREATED WITH FORMS AND FAVORITES

If the bookmark is created using another application, then it cannot be accessed in Forms and Favorites.

A network destination stopped working or is invalid

MAKE SURE THE PRINTER AUTHENTICATION IS CONFIGURED

If the application is configured to use MFP authentication credentials, then the printer authentication settings must be configured from the Embedded Web Server.

For more information on configuring the printer authentication settings, see the *Embedded Web Server Administrator's Guide* available on **www.lexmark.com**.

MAKE SURE DESTINATION IS SHARED AND HAS A VALID NETWORK ADDRESS

Check that the folder or source file is set to be shared across the network.

If the destination has been moved, then the network address may have changed. The destination network address can be accessed from the Embedded Web Server.

MAKE SURE THE PRINTER IS CONNECTED TO THE NETWORK

Make sure that all appropriate network cables are securely connected and that the network settings of the printer are correctly configured. For information on networking the printer, see the *Networking Guide* on the *Software and Documentation* CD that came with the printer.

IF THE SOURCE FILE AND PRINTER RESIDE IN DIFFERENT DOMAINS, THEN MAKE SURE THE DOMAIN INFORMATION IS SPECIFIED

If the source file exists within a different domain than the printer, then you can edit the destination from the application configuration page and enter the appropriate domain information in the Network Address and Network Domain fields. If you do not know the network address of the computer where your source file resides, then consult your system support person.

You can also add the domain name to the Domain Search Order list under the printer network setup.

CHECK THE SYSTEM LOG FOR RELEVANT DETAILS

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 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 **System** tab > **Log**.

5 From the Filter menu, select an application status.

6 From the Application menu, select an application, and then click **Submit**.

Scan to Network troubleshooting

The application icon is missing from the home screen

MAKE SURE TO ENABLE AT LEAST ONE VALID DESTINATION

DISPLAY THE APPLICATION ICON WHEN NO DESTINATIONS ARE AVAILABLE

1 From the Embedded Web Server, click **Settings** or **Configuration**.

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

3 Click the name of the application > **Configure**.

4 From the Home Screen Button section, select **Always show button** under Display Option, and then click **Apply**.

Printer cannot scan to the selected destination

MAKE SURE THE DESTINATION IS VALID

Verify that the destination is valid in the application configuration settings.

If the destination has been moved, then the network address may have changed. The destination network address can be accessed from the Embedded Web Server.

IF THE PRINTER AND DESTINATION RESIDE IN DIFFERENT DOMAINS, THEN MAKE SURE THE DOMAIN INFORMATION IS SPECIFIED

If the destination exists within a different Windows domain than the printer, then you can edit the destination from the application configuration page and enter the appropriate Windows domain information in the domain field as part of the Network Folder Address. You can also add the domain name to the Domain Search Order list under the printer network setup.

MAKE SURE THE FIREWALL SOFTWARE IS ALLOWING COMMUNICATION

If the destination resides on a computer that uses a newer version of the Windows operating system (Windows XP or later), and the Windows Firewall is enabled, then the printer may have difficulty sending information to the destination if the destination and the printer reside on different subnets. The Windows Firewall must either be configured to allow communication with the subnet the printer resides on, or the destination should be set up on the same subnet as the printer. For more information, contact your system support person.

MAKE SURE A FILE WITH THE DEFAULT FILE NAME DOES NOT ALREADY EXIST IN THE DESTINATION

If the three configuration settings for the File Name section of the application configuration page are not selected (allow user to enter file name; append time stamp; overwrite existing file), and a file using the default file name already exists within the destination, then there will be no method in place to distinguish the newly scanned file from the file present in the destination. The printer will not be able to overwrite the old file, the new file will not receive a time stamp to differentiate it from the old file, and the user will not be able to give the new file a different name. In this case, the old file must either be removed from the destination, or one of the previously mentioned settings must be turned on.

MAKE SURE THE NETWORK IS FUNCTIONING AND THE PRINTER CAN COMMUNICATE

Verify all network connections and that the network settings of the printer are configured appropriately. For information on networking the printer, see the *Networking Guide* on the *Software and Documentation CD* that came with the printer.

FOR NETWORKS USING LDAP AUTHENTICATION, MAKE SURE LDAP SETTINGS HAVE BEEN CONFIGURED CORRECTLY

Verify that LDAP settings are configured appropriately in your printer setup, and in the setup dialog. For more information on LDAP settings, contact your system support person.

MAKE SURE YOU HAVE PERMISSION TO SAVE SCANS TO THIS DESTINATION

On the application Edit Destination screen, clear the contents of the Path Suffix field; or on the destination server, change the user home folder to match the contents of the Path Suffix field.

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**.

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.

Solving option problems

Option does not operate correctly or quits after it is installed

Try one or more of the following:

RESET THE PRINTER

Turn the printer off, wait for about 10 seconds, and then turn the printer on.

CHECK TO SEE IF THE OPTION IS CONNECTED TO THE PRINTER

1 Turn the printer off using the power switch.

2 Unplug the power cord from the wall outlet, and then from the printer.

3 Check the connection between the option and the printer.

MAKE SURE THE OPTION IS INSTALLED CORRECTLY

Print a menu settings page and check to see if the option is listed in the Installed Options list. If the option is not listed, then reinstall it. For more information, see the hardware setup documentation that came with the option, or go to **www.lexmark.com** to view the option instruction sheet.

MAKE SURE THE OPTION IS SELECTED

From the computer you are printing from, select the option.

For more information, see .

Paper tray problems

Try one or more of the following:

MAKE SURE THE PAPER IS LOADED CORRECTLY

1 Open the paper tray.

2 Check for paper jams or misfeeds.

3 Make sure the paper guides are aligned against the edges of the paper.

4 Make sure the paper tray closes properly.

RESET THE PRINTER

Turn the printer off, wait about 10 seconds, and then turn the printer on.

Make sure the paper tray is installed correctly

If the paper tray is listed on the menu settings page, but paper jams when it enters or exits the tray, then it may not be properly installed. Reinstall the paper tray. For more information, see the hardware setup documentation that came with the paper tray, or go to **http://support.lexmark.com** to view the paper tray instruction sheet.

2,000‑sheet drawer problems

Check the drawer connection

Make sure the 2,000‑sheet drawer is properly connected to the printer.

Load paper

If the tray is empty, then load paper in the tray or feeder.

Clear any jams

Open the tray or feeder, and then remove any jammed paper.

Avoid paper jams

- Flex the paper.
- Make sure the drawer is properly installed.
- Make sure paper is loaded correctly.
- Make sure the paper stack you load does not exceed the maximum fill line indicated in the tray.
- Make sure the paper or specialty media meets specifications and is not damaged.
- Make sure the guides are positioned correctly for the paper size loaded.

Memory card

Make sure the memory card is securely connected to the printer system board.

Cannot detect flash memory card

Make sure the flash memory card is securely connected to the printer system board.

Cannot detect printer hard disk

Make sure the printer hard disk is securely connected to the printer system board.

Internal Solutions Port does not operate correctly

Try one or more of the following:

CHECK THE INTERNAL SOLUTIONS PORT (ISP) CONNECTIONS

Make sure the ISP is securely connected to the printer system board.

CHECK THE CABLE

Make sure you are using the correct cable and that it is securely connected to the Internal Solutions (ISP) port.

MAKE SURE THE NETWORK SOFTWARE IS CONFIGURED CORRECTLY

For information on installing the network printing software, see the *Networking Guide* on the *Software and Documentation* CD.

Internal print server does not operate correctly

Try one or more of the following:

CHECK THE PRINT SERVER CONNECTIONS

- Make sure the internal print server is attached securely to the printer system board.
- Make sure you are using the correct cable and that it is securely connected.

MAKE SURE THE NETWORK SOFTWARE IS CONFIGURED CORRECTLY

For more information on installing the network printing software, do the following:

1 Open the *Software and Documentation* CD.

2 Click **Additional**.

3 Under Publications on this CD, select **Networking Guide**.

USB/parallel interface card does not operate correctly

CHECK THE USB/PARALLEL INTERFACE CARD CONNECTION

Make sure the USB/parallel interface card is securely connected to the printer system board.

CHECK THE CABLE

Make sure you are using the correct cable and that it is securely connected.

Solving paper feed problems

Paper frequently jams

Try one or more of the following:

CHECK THE PAPER

Use recommended paper and specialty media. For more information, see the chapter about paper and specialty media guidelines.

MAKE SURE THERE IS NOT TOO MUCH PAPER IN THE PAPER TRAY

Make sure the paper does not exceed the maximum paper fill indicator located in the tray or feeder.

MAKE SURE THE ENTIRE PAPER STACK IS SITTING FLAT IN THE TRAY

Before loading the paper, do the following:
- Flex the sheets back and forth to loosen them. Do not fold or crease the paper.
- Straighten the edges on a level surface.

CHECK THE PAPER GUIDES

Move the guides in the tray to the correct positions for the paper size loaded.

LOAD PAPER FROM A FRESH PACKAGE

The paper may have absorbed moisture due to high humidity. Store paper in its original wrapper until you use it.

Paper jam message remains after jam is cleared

CHECK THE PAPER PATH

The paper path is not clear. Clear jammed paper from the entire paper path, and then touch **Continue**.

Jammed pages are not reprinted

TURN ON JAM RECOVERY

1 From the home screen, navigate to:

   ⊞ > **Settings** > **General Settings** > **Print Recovery**

2 Touch the arrows next to `Jam Recovery` until `On` or `Auto` appears.

3 Touch **Submit**.

Solving print quality problems

If these suggestions do not correct the problem, then contact customer support. You may have a printer part that requires adjustment or replacement.

Characters have jagged or uneven edges
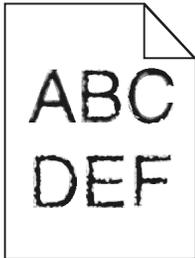
If you are using downloaded fonts, verify that the fonts are supported by the printer, the host computer, and the software program.

Clipped images

Try one or more of the following:

CHECK THE GUIDES

Move the width and length guides in the tray to the correct positions for the paper size loaded.

CHECK THE PAPER SIZE SETTING

Make sure the paper size setting matches the paper loaded in the tray:

1 From the printer control panel Paper menu, check the Paper Size setting.

2 Before sending the job to print, specify the correct size setting:

- For Windows users, specify the size from Print Properties.
- For Macintosh users, specify the size from the Page Setup dialog.

Fine horizontal lines appear on color pages

You may notice fine, horizontal lines in photographs or pages with a high concentration of color. This can occur when the printer is in Quiet Mode. To fix this, set Quiet Mode to **Off (Image/Photo)**.

Gray background
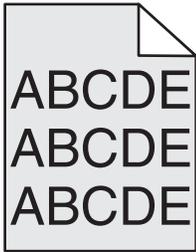
CHECK THE TONER DARKNESS SETTING

Select a lighter Toner Darkness setting:

- From the printer control panel Quality menu, change the setting.
- For Windows users, change the setting from Print Properties.
- For Macintosh users, change the setting from the Print dialog.

THE TONER CARTRIDGE MAY BE WORN OR DEFECTIVE

Replace the toner cartridge.

Incorrect margins
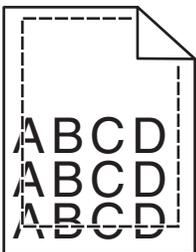
These are possible solutions. Try one or more of the following:

CHECK THE PAPER GUIDES

Move the guides in the tray to the correct positions for the paper size loaded.

CHECK THE PAPER SIZE SETTING

Make sure the paper size setting matches the paper loaded in the tray:

1 From the printer control panel Paper menu, check the Paper Size setting.

2 Before sending the job to print, specify the correct size setting:

- For Windows users, specify the size from Print Properties.
- For Macintosh users, specify the size from the Page Setup dialog.

Light colored line, white line, or incorrectly colored line appears on prints
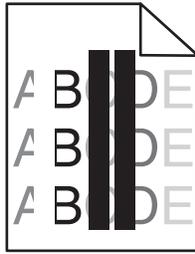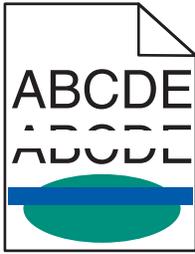
Try one or more of the following:

MAKE SURE THERE IS NO DEFECTIVE TONER CARTRIDGE

Replace the defective toner cartridge.

MAKE SURE THE PHOTOCONDUCTOR UNIT IS NOT DEFECTIVE

Replace the defective photoconductor unit.

MAKE SURE THE TRANSFER MODULE IS NOT DEFECTIVE

Replace the defective transfer module.

CLEAN THE PRINTHEAD LENSES

1 Open the front door, and then the internal cover.

2 Locate the printhead wipers.

3 Gently pull the printhead wiper out until it stops, and then slowly slide it back into place.

4 Clean the remaining three printhead lenses.

Paper curl

Try one or more of the following:

CHECK THE PAPER TYPE AND WEIGHT SETTINGS

Make sure the paper type and weight settings match the paper loaded in the tray or feeder:

1 From the printer control panel Paper menu, check the Paper Type and Paper Weight settings.

2 Before sending the print job, specify the correct paper type setting:

- For Windows users, specify the paper type from Print Properties.
- For Macintosh users, specify the paper type from the Print dialog.

LOAD PAPER FROM A FRESH PACKAGE

Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you use it.

Print irregularities
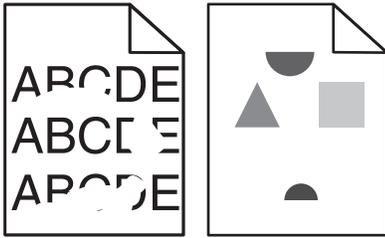
Try one or more of the following:

LOAD PAPER FROM A FRESH PACKAGE

The paper may have absorbed moisture due to high humidity. Store paper in its original wrapper until you use it.

CHECK THE PAPER TYPE AND WEIGHT SETTINGS

Make sure the paper type and weight settings match the paper loaded in the tray or feeder:

1 From the printer control panel Paper menu, check the Paper Type and Paper Weight settings.

2 Before sending the print job, specify the correct paper type setting:

- For Windows users, specify the paper type from Print Properties.
- For Macintosh users, specify the paper type from the Print dialog.

AVOID TEXTURED PAPER WITH ROUGH FINISHES

MAKE SURE THERE IS NO DEFECTIVE TONER CARTRIDGE

Replace the worn or defective toner cartridge.

MAKE SURE THE TRANSFER MODULE IS NOT DEFECTIVE

Replace the defective transfer module. For more information, see the instruction sheet that came with the replacement part.

MAKE SURE THE FUSER IS NOT DEFECTIVE

Replace the defective fuser. For more information, see the instruction sheet that came with the replacement part.

Print is too dark
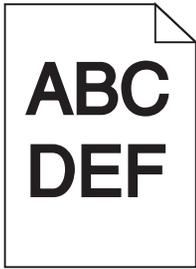
Try one or more of the following:

CHECK THE DARKNESS, BRIGHTNESS, AND CONTRAST SETTINGS

The Toner Darkness setting may be too dark, the Brightness setting may be too dark, or the Contrast setting may be too high.

- Change these settings from the printer control panel Quality menu.
- For Windows users, change these settings from Print Properties.
- For Macintosh users:
    1 Choose **File** > **Print**.
    2 From the "Orientation pictures" menu, choose **Printer Features**.
    3 Choose a lower value for the Toner Darkness, Brightness, and Contrast settings.

LOAD PAPER FROM A FRESH PACKAGE

The paper may have absorbed moisture due to high humidity. Store paper in its original wrapper until you use it.

AVOID TEXTURED PAPER WITH ROUGH FINISHES

CHECK THE PAPER TYPE SETTING

Make sure the paper type setting matches the paper loaded in the tray or feeder:

- From the printer control panel Paper menu, check the Paper Type setting.
- For Windows users, check this setting from Print Properties.
- For Macintosh users, check this setting from the Print dialog.

Print is too light
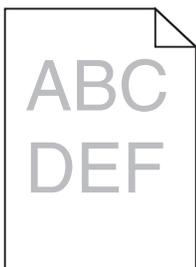
Try one or more of the following:

CHECK THE DARKNESS, BRIGHTNESS, AND CONTRAST SETTINGS

The Toner Darkness setting may be too light, the Brightness setting may be too light, or the Contrast setting may be too low.

- Change these settings from the printer control panel Quality menu.
- For Windows users, change these settings from Print Properties
- For Macintosh users:
  1. Choose **File** > **Print**.
  2. From the print options pop-up menu, choose **Printer Features**.
  3. Choose a higher value for the Toner Darkness, Brightness, and Contrast settings.

LOAD PAPER FROM A FRESH PACKAGE

The paper may have absorbed moisture from high humidity. Store paper in its original wrapper until you use it.

AVOID TEXTURED PAPER WITH ROUGH FINISHES

CHECK THE PAPER TYPE SETTING

Make sure the Paper Type setting matches the paper loaded in the tray or feeder:

- From the printer control panel Paper menu, check the Paper Type setting.
- For Windows users, check this setting from Print Properties.
- For Macintosh users, check this setting from the Print dialog.

MAKE SURE THE PRINT OR TONER CARTRIDGE IS NOT LOW ON TONER

1. Remove the cartridge.

   Warning—Potential Damage: Be careful not to touch the photoconductor drum. Doing so may affect the print quality of future print jobs.

2. Firmly shake the cartridge side-to-side and front-to-back several times to redistribute the toner.

3. Reinsert the cartridge.

   Note: If print quality does not improve, then replace the cartridge of the color that is not printing.

CONTACT CUSTOMER SUPPORT

If the problem continues, then the printer may need to be serviced.

Printer is printing blank pages
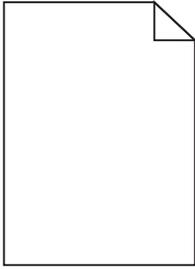
Try one or more of the following:

MAKE SURE THERE IS NO PACKING MATERIAL LEFT ON THE PRINT OR TONER CARTRIDGE

Remove the cartridge and make sure the packing material is properly removed. Reinstall the cartridge.

MAKE SURE THE PRINT OR TONER CARTRIDGE IS NOT LOW ON TONER

1 Remove the cartridge.

Warning—Potential Damage: Be careful not to touch the photoconductor drum. Doing so may affect the print quality of future print jobs.

2 Firmly shake the cartridge side-to-side and front-to-back several times to redistribute the toner.

3 Reinsert the cartridge.

Note: If print quality does not improve, then replace the cartridge of the color that is not printing.

CONTACT CUSTOMER SUPPORT

If the problem continues, then the printer may need to be serviced.

Repeating defects appear on prints
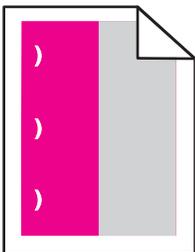
Try one or more of the following:

REPLACE THE PRINT OR TONER CARTRIDGE

Replace the cartridge of the color with the repeating defect, if the defects occur in the following instances:

- Every 33 mm (1.30 in.) of the page
- Every 35.3 mm (1.39 in.) of the page

REPLACE THE PHOTOCONDUCTOR

Replace the photoconductor of the color with the repeating defect, if the defects occur in the following instances:

- Every 28.3 mm (1.11 in.) of the page
- Every 72.4 mm (2.85 in.) of the page

REPLACE THE FUSER

Replace the fuser if print defects occur in the following instances:

- Every 47.4 mm (1.87 in.) of the page
- Every 94.8 mm (3.73 in.) of the page
- Every 113 mm (4.45 in.) of the page

Shadow images appear on prints
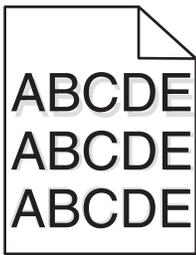
CHECK THE PAPER TYPE AND WEIGHT SETTINGS

Make sure the paper type and weight settings match the paper loaded in the tray:

1 From the Paper menu on the printer control panel, check the Paper Type and Paper Weight settings.

2 Before sending the job to print, specify the correct paper type setting:

- For Windows users, specify the paper type from Print Properties.
- For Macintosh users, specify the paper type from the Print dialog.

MAKE SURE THE PHOTOCONDUCTOR IS NOT DEFECTIVE

Replace the defective photoconductor.

MAKE SURE THE PRINT OR TONER CARTRIDGE IS NOT LOW ON TONER

1 Remove the cartridge.

Warning—Potential Damage: Be careful not to touch the photoconductor drum. Doing so may affect the print quality of future print jobs.

2 Firmly shake the cartridge side-to-side and front-to-back several times to redistribute the toner.

3 Reinsert the cartridge.

Note: If print quality does not improve, then replace the cartridge.

CONTACT CUSTOMER SUPPORT

If the problem continues, the printer may need to be serviced.

Skewed print

Try one or more of the following:

CHECK THE PAPER GUIDES

Adjust the length and width guides in the tray to the correct positions for the paper size loaded.

- Make sure the guides are not too far from the paper stack.
- Make sure the guides are not pressing too lightly against the paper stack.

CHECK THE PAPER

Make sure you are using paper that meets the printer specifications.

MAKE SURE THE PRINTER IS CLEAN OR IS NOT CONTAMINATED WITH PAPER DUST

Clean the exterior of the printer

1 Make sure that the printer is turned off and unplugged from the wall outlet.

   Warning—Potential Damage: To avoid the risk of electric shock when cleaning the exterior of the printer, unplug the power cord from the wall outlet and disconnect all cables to the printer before proceeding.

2 Remove paper from the standard exit bin.

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

   Warning—Potential Damage: Do not use household cleaners or detergents, as they may damage the finish of the printer.

4 Wipe only the exterior of the printer, making sure to include the standard exit bin.

   Warning—Potential Damage: Using a damp cloth to clean the interior may cause damage to your printer.

5 Make sure the paper support and standard exit bin are dry before beginning a new print job.

MAKE SURE THE PAPER FEED ROLLERS ARE CLEAN AND ARE NOT CONTAMINATED WITH DUST

1 Turn the printer off using the power switch, and then unplug the power cord from the wall outlet.

2 Remove the paper feed rollers.

   Note: For instructions on how to remove and reinstall the paper feed rollers, see the setup sheet that came with the rollers inside the compartment box of Tray 1.

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

4 Clean the paper feed rollers.

Warning—Potential Damage: Do not touch the rubber. Doing so will damage the rollers.

5 Reinstall the paper feed rollers.

Note: Make sure to replace the worn or defective paper feed rollers.

Solid color pages

MAKE SURE THE PHOTOCONDUCTOR IS NOT DEFECTIVE AND IS INSTALLED CORRECTLY

Remove and then reinstall the photoconductor. If the problem continues, then the photoconductor may need to be replaced.

Black or white streaks appear on transparencies or paper
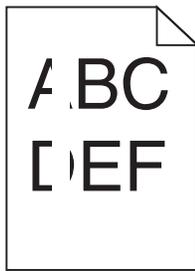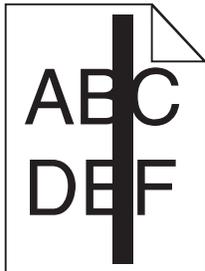
Try one or more of the following:

ENSURE THAT THE FILL PATTERN IS CORRECT

If the fill pattern is incorrect, choose a different fill pattern from your software program.

CHECK THE PAPER TYPE

- Use only the recommended transparencies.
- Ensure that the Paper Type setting matches what is loaded in the tray or feeder.
- Ensure that the Paper Texture setting is correct for the type of paper or specialty media loaded in the tray or feeder.

MAKE SURE THE PRINT CARTRIDGE IS NOT LOW ON TONER

When `88.xx [color] cartridge low` appears, make sure the toner is distributed evenly within the print cartridge:

1 Remove the print cartridge.

> **Warning—Potential Damage:** Be careful not to touch the photoconductor drum. Doing so may affect the print quality of future print jobs.

2 Firmly shake the cartridge side-to-side and front-to-back several times to redistribute the toner.

3 Reinsert the print cartridge.

If the problem continues, the printer may need to be serviced. For more information, contact Customer Support.

Streaked horizontal lines appear on prints
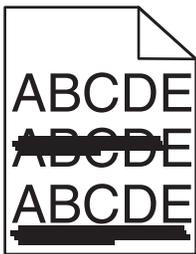
Try one or more of the following:

SELECT ANOTHER TRAY OR FEEDER

- From the printer control panel Paper Menu, select Default Source.
- For Windows users, select the paper source from Print Properties.
- For Macintosh users, select the paper source from the Print dialog and pop-up menus.

MAKE SURE THERE IS NO WORN, DEFECTIVE, OR EMPTY TONER CARTRIDGE

Replace the worn, defective, or empty toner cartridge.

CLEAR THE PAPER PATH AROUND THE TONER CARTRIDGE

> ⚠ **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching.

Clear any paper you see or clean any visible toner from the paper path. If the problem persists, then contact Customer Support.

Streaked vertical lines appear on prints
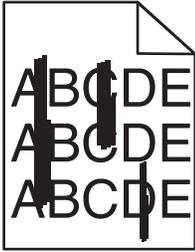
Try one or more of the following:

SELECT ANOTHER TRAY OR FEEDER

- From the printer control panel Paper menu, select Default Source
- For Windows users, select the paper source from Print Properties.
- For Macintosh users, select the paper source from the Print dialog and pop-up menus.

MAKE SURE THERE IS NO WORN, DEFECTIVE, OR EMPTY TONER CARTRIDGE

Replace the worn, defective, or empty toner cartridge.

CLEAR THE PAPER PATH AROUND THE TONER CARTRIDGE

Check the paper path around the toner cartridge.

CAUTION—HOT SURFACE: The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching.

Clear any paper you see.

MAKE SURE THERE IS NO TONER IN THE PAPER PATH

Toner fog or background shading appears on the page

Try one or more of the following:

MAKE SURE THE TONER CARTRIDGE IS INSTALLED CORRECTLY OR IS NOT DEFECTIVE

Reinstall or replace the defective toner cartridge.

MAKE SURE THE TRANSFER MODULE IS NOT WORN OR DEFECTIVE

Replace the worn or defective transfer module.

MAKE SURE THE PHOTOCONDUCTOR UNIT IS NOT WORN OR DEFECTIVE

Replace the word or defective photoconductor unit.

MAKE SURE THE FUSER IS NOT WORN OR DEFECTIVE

Replace the worn or defective fuser.

MAKE SURE THE PRINTER HAS RECALIBRATED RECENTLY

Perform color adjust from the Quality menu.

MAKE SURE THE APPLICATION HAS NOT SPECIFIED AN OFF‑WHITE BACKGROUND

Check the application settings.

MAKE SURE NO TONER IS IN THE PAPER PATH

Contact customer support.

Toner rubs off
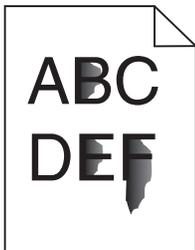
Try one or more of the following:

CHECK THE PAPER TYPE AND WEIGHT SETTINGS

Make sure the paper type and weight settings match the paper loaded in the tray or feeder:

1 From the printer control panel Paper menu, check the Paper Type and Paper Weight settings. Change the Paper Weight setting from Normal to Heavy.

2 Before sending the print job, specify the correct paper type setting:
   - For Windows users, specify the paper type from Print Properties.
   - For Macintosh users, specify the paper type from the Print dialog.

CHECK THE PAPER TEXTURE SETTING

From the printer control panel Paper menu, make sure the Paper Texture setting matches the paper loaded in the tray or feeder. If necessary, change the Paper Texture setting from Normal to Rough.

MAKE SURE THE FUSER IS NOT WORN OR DEFECTIVE

Replace the worn or defective fuser. For more information, see the instruction sheet that came with the replacement part.

Toner specks

Try one or more of the following:

MAKE SURE THERE IS NO DEFECTIVE TONER CARTRIDGE

Replace the defective or worn cartridges.

MAKE SURE THE PHOTOCONDUCTOR UNIT IS NOT DEFECTIVE

Replace the defective photoconductor unit.

CALL CUSTOMER SUPPORT

Transparency print quality is poor

Try one or more of the following:

CHECK THE TRANSPARENCIES

Use only transparencies that meet the printer specifications.

CHECK THE PAPER TYPE SETTING

Make sure the paper type setting is set to Transparency:

1 From the printer control panel Paper menu, check the Paper Type setting.

2 Before sending the job to print, specify the correct type setting:
   - For Windows users, specify the type from Print Properties.
   - For Macintosh users, specify the type from the Print dialog.

Solving color quality problems

FAQ about color printing

What is RGB color?

Red, green, and blue light can be added together in various amounts to produce a large range of colors observed in nature. For example, red and green can be combined to create yellow. Televisions and computer monitors create colors in this manner. RGB color is a method of describing colors by indicating the amount of red, green, or blue needed to produce a certain color.

What is CMYK color?

Cyan, magenta, yellow, and black inks or toners can be printed in various amounts to produce a large range of colors observed in nature. For example, cyan and yellow can be combined to create green. Printing presses, inkjet printers, and color laser printers create colors in this manner. CMYK color is a method of describing colors by indicating the amount of cyan, magenta, yellow, and black needed to reproduce a particular color.

How is color specified in a document to be printed?

Software programs typically specify document color using RGB or CMYK color combinations. Additionally, they allow users to modify the color of each object in a document. For more information, see the software program Help topics.

How does the printer know what color to print?

When a user prints a document, information describing the type and color of each object is sent to the printer. The color information is passed through color conversion tables that translate the color into the appropriate amounts of cyan, magenta, yellow, and black toner needed to produce the desired color. The object information determines the application of color conversion tables. For example, it is possible to apply one type of color conversion table to text while applying a different color conversion table to photographic images.

Why doesn't the printed color match the color I see on the computer screen?

The color conversion tables used in Auto Color Correction mode generally approximate the colors of a standard computer monitor. However, because of technology differences that exist between printers and monitors, there are many colors that can also be affected by monitor variations and lighting conditions. For recommendations on how the printer color sample pages may be useful in solving certain color-matching problems, see the question, "How can I match a particular color (such as a corporate logo)?"

The printed page appears tinted. Can I adjust the color?

Sometimes a printed page may appear tinted (for example, everything printed seems to be too red). This can be caused by environmental conditions, paper type, lighting conditions, or user preference. In these instances, adjust the Color Balance setting to create a more preferable color. Color Balance provides the user with the ability to make subtle adjustments to the amount of toner being used in each color plane. Selecting positive or negative values for cyan, magenta, yellow, and black (from the Color Balance menu) will slightly increase or decrease the amount of toner used for the chosen color. For example, if a printed page has a red tint, then decreasing both magenta and yellow could potentially improve the color balance.

My color transparencies seem dark when they are projected. Is there anything I can do to improve the color?

This problem most commonly occurs when projecting transparencies with reflective overhead projectors. To obtain the highest projected color quality, transmissive overhead projectors are recommended. If a reflective projector must be used, then adjusting the Toner Darkness setting to 1, 2, or 3 will lighten the transparency. Make sure to print on the recommended type of color transparencies.

What is manual color correction?

When manual color correction is enabled, the printer employs user-selected color conversion tables to process objects. However, Color Correction must be set to Manual, or no user-defined color conversion will be implemented. Manual color correction settings are specific to the type of object being printed (text, graphics, or images), and how the color of the object is specified in the software program (RGB or CMYK combinations).

Notes:

- Manual color correction is not useful if the software program does not specify colors with RGB or CMYK combinations. It is also not effective in situations in which the software program or the computer operating system controls the adjustment of colors.

- The color conversion tables—applied to each object when Color Correction is set to Auto—generate preferred colors for the majority of documents.

To manually apply a different color conversion table:

1 From the Quality menu, select **Color Correction**, and then select **Manual**.

2 From the Quality menu, select **Manual Color**, and then select the appropriate color conversion table for the affected object type.

Object type	Color conversion tables
RGB Image RGB Text RGB Graphics	• **Vivid**—Produces brighter, more saturated colors and may be applied to all incoming color formats. • **sRGB Display**—Produces an output that approximates the colors displayed on a computer monitor. Black toner usage is optimized for printing photographs. • **Display—True Black**—Produces an output that approximates the colors displayed on a computer monitor. Uses only black toner to create all levels of neutral gray. • **sRGB Vivid**—Provides an increased color saturation for the sRGB Display color correction. Black usage is optimized for printing business graphics. • **Off**—No color correction is implemented.
CMYK Image CMYK Text CMYK Graphics	• **US CMYK**—Applies color correction to approximate the SWOP (Specifications for Web Offset Publishing) color output. • **Euro CMYK**—Applies color correction to approximated EuroScale color output. • **Vivid CMYK**—Increases the color saturation of the US CMYK color correction setting. • **Off**—No color correction is implemented.

How can I match a particular color (such as a corporate logo)?

From the printer Quality menu, nine types of Color Samples sets are available. These are also available from the Color Samples page of the Embedded Web Server. Selecting any sample set generates a multiple-page printout consisting of hundreds of colored boxes. Either a CMYK or RGB combination is located on each box, depending on the table selected. The observed color of each box is obtained by passing the CMYK or RGB combination labeled on the box through the selected color conversion table.

By examining Color Samples sets, a user can identify the box whose color is the closest to the desired color. The color combination labeled on the box can then be used for modifying the color of the object in a software program. For more information, see the software program Help topics. Manual color correction may be necessary to utilize the selected color conversion table for the particular object.

Selecting which Color Samples set to use for a particular color-matching problem depends on the Color Correction setting being used (Auto, Off, or Manual), the type of object being printed (text, graphics, or images), and how the color of the object is specified in the software program (RGB or CMYK combinations). When the printer Color Correction setting is set to Off, the color is based on the print job information; and no color conversion is implemented.

Note: The Color Samples pages are not useful if the software program does not specify colors with RGB or CMYK combinations. Additionally, certain situations exist in which the software program or the computer operating system adjusts the RGB or CMYK combinations specified in the program through color management. The resulting printed color may not be an exact match of the Color Samples pages.

What are detailed Color Samples and how do I access them?

Detailed Color Samples sets are available only through the Embedded Web Server of a network printer. A detailed Color Samples set contains a range of shades (displayed as colored boxes) that are similar to a user-defined RGB or CMYK value. The likeness of the colors in the set are dependent on the value entered in the RGB or CMYK Increment box.

To access a detailed Color Samples set from the Embedded Web Server:

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

Note: 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 locate the information in the TCP/IP section.

2 Click **Configuration** > **Color Samples** > **Detailed Options**.

3 Select a color conversion table.

4 Enter the RGB or CMYK color number.

5 Enter an increment value from 1–255.

Note: The closer the value is to 1, the narrower the color sample range will appear.

6 Click **Print**.

Embedded Web Server does not open

Try one or more of the following:

CHECK THE NETWORK CONNECTION

Make sure the printer and computer are turned on and connected to the same network.

CHECK THE ADDRESS ENTERED IN THE WEB BROWSER

- Depending on the network settings, you may need to type "`https://`" instead of "`http://`" before the printer IP address to access the Embedded Web Server. For more information, contact your system support person.
- Make sure printer IP address is correct.

TEMPORARILY DISABLE WEB PROXY SERVERS

Proxy servers may block or restrict you from accessing certain Web sites including the Embedded Web Server. For more information, contact your system support person.

Contacting customer support

When you call customer support, describe the problem you are experiencing, the message on the display, and the troubleshooting steps you have already taken to find a solution.

You need to know your printer model type and serial number. For more information, see the label on the inside top front cover of the printer. The serial number is also listed on the menu settings page.

In the U.S. or Canada, call 1-800-539-6275. For other countries or regions, visit the Lexmark Web site at **http://support.lexmark.com**.

Notices

Product information

Product name:

Lexmark X746x, X748x

Machine type:

7526

Model(s):

576, 776

Edition notice

October 2014

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For Lexmark technical support, visit **http://support.lexmark.com**.

For information on supplies and downloads, visit **www.lexmark.com**.

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ITC Bookman	International Typeface Corporation
ITC Mona Lisa	International Typeface Corporation
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Univers	Linotype-Hell AG and/or its subsidiaries

All other trademarks are the property of their respective owners.

AirPrint and the AirPrint logo are trademarks of Apple, Inc.

Licensing notices

All licensing notices associated with this product can be viewed from the root directory of the documentation CD.

Federal Communications Commission (FCC) compliance information statement

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

The FCC Class A limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference, in which case the user will be required to correct the interference at his own expense.

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

Note: To assure compliance with FCC regulations on electromagnetic interference for a Class A computing device, use a properly shielded and grounded cable such as Lexmark part number 1021231 for parallel attach or 1021294 for USB attach. Use of a substitute cable not properly shielded and grounded may result in a violation of FCC regulations.

Modular component notice

This product may contain the following modular component(s):

Lexmark regulatory type/model LEX-M01-003; FCC ID: IYLM01003; IC: 2376A-M01003

Noise emission levels

The following measurements were made in accordance with ISO 7779 and reported in conformance with ISO 9296.

Note: Some modes may not apply to your product.

1-meter average sound pressure, dBA	
Printing	53
Scanning	54
Copying	54
Ready	35

Values are subject to change. See **www.lexmark.com** for current values.

Waste from Electrical and Electronic Equipment (WEEE) directive

The WEEE logo signifies specific recycling programs and procedures for electronic products in countries of the European Union. We encourage the recycling of our products.

If you have further questions about recycling options, visit the Lexmark Web site at **www.lexmark.com** for your local sales office phone number.

India E-Waste notice

This product complies with the India E-Waste (Management and Handling) Rules, 2011, which prohibit use of lead, mercury, hexavalent chromium, polybrominated biphenyls, or polybrominated diphenyl ethers in concentrations exceeding 0.1% by weight and 0.01% by weight for cadmium, except for the exemption set in Schedule II of the Rules.

Product disposal

Do not dispose of the printer or supplies in the same manner as normal household waste. Consult your local authorities for disposal and recycling options.

Battery notice

This product contains Perchlorate material. Special handling may apply. For more information, go to **http://www.dtsc.ca.gov/hazardouswaste/perchlorate/**.

Temperature information

Ambient operating temperature	15.6-32.2°C (60-90°F)
Shipping and storage temperature	-40° to 40°C (-40 to 104°F)

Static sensitivity notice

This symbol identifies static-sensitive parts. Do not touch in the areas near these symbols without first touching the metal frame of the printer.

ENERGY STAR

Any Lexmark product bearing the ENERGY STAR emblem on the product or on a start-up screen is certified to comply with Environmental Protection Agency (EPA) ENERGY STAR requirements as configured when shipped by Lexmark.

Mercury statement

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

Laser notice

The printer is certified in the U.S. to conform to the requirements of DHHS 21 CFR, Chapter I, Subchapter J for Class I (1) laser products, and elsewhere is certified as a Class I laser product conforming to the requirements of IEC 60825-1.

Class I laser products are not considered to be hazardous. The printer contains internally a Class IIIb (3b) laser that is nominally a 7 milliwatt gallium arsenide laser operating in the wavelength of 655-675 nanometers. The laser system and printer are designed so there is never any human access to laser radiation above a Class I level during normal operation, user maintenance, or prescribed service condition.

Laser advisory label

A laser notice label may be affixed to this printer as shown:

DANGER - Invisible laser radiation when cartridges are removed and interlock defeated. Avoid exposure to laser beam.

PERIGO - Radiação a laser invisível será liberada se os cartuchos forem removidos e o lacre rompido. Evite a exposição aos feixes de laser.

Opasnost - Nevidljivo lasersko zračenje kada su kasete uklonjene i poništena sigurnosna veza. Izbjegavati izlaganje zracima.

NEBEZPEČÍ - Když jsou vyjmuty kazety a je odblokována pojistka, ze zařízení je vysíláno neviditelné laserové záření. Nevystavujte se působení laserového paprsku.

FARE - Usynlig laserstråling, når patroner fjernes, og spærreanordningen er slået fra. Undgå at blive udsat for laserstrålen.

GEVAAR - Onzichtbare laserstraling wanneer cartridges worden verwijderd en een vergrendeling wordt genegeerd. Voorkom blootstelling aan de laser.

DANGER - Rayonnements laser invisibles lors du retrait des cartouches et du déverrouillage des loquets. Eviter toute exposition au rayon laser.

VAARA - Näkymätöntä lasersäteilyä on varottava, kun värikasetit on poistettu ja lukitus on auki. Vältä lasersäteelle altistumista.

GEFAHR - Unsichtbare Laserstrahlung beim Herausnehmen von Druckkassetten und offener Sicherheitssperre. Laserstrahl meiden.

ΚΙΝΔΥΝΟΣ - Έκλυση αόρατης ακτινοβολίας laser κατά την αφαίρεση των κασετών και την απασφάλιση της μανδάλωσης. Αποφεύγετε την έκθεση στην ακτινοβολία laser.

VESZÉLY – Nem látható lézersugárzás fordulhat elő a patronok eltávolításakor és a zárószerkezet felbontásakor. Kerülje a lézersugárnak való kitettséget.

PERICOLO - Emissione di radiazioni laser invisibili durante la rimozione delle cartucce e del blocco. Evitare l´esposizione al raggio laser.

FARE – Usynlig laserstråling når kassettene tas ut og sperren er satt ut av spill. Unngå eksponering for laserstrålen.

NIEBEZPIECZEŃSTWO - niewidzialne promieniowanie laserowe podczas usuwania kaset i blokady. Należy unikać naświetlenia promieniem lasera.

ОПАСНО! Невидимое лазерное излучение при извлеченных картриджах и снятии блокировки. Избегайте воздействия лазерных лучей.

Pozor – Nebezpečenstvo neviditeľného laserového žiarenia pri odobratých kazetách a odblokovanej poistke. Nevystavujte sa lúčom.

PELIGRO: Se producen radiaciones láser invisibles al extraer los cartuchos con el interbloqueo desactivado. Evite la exposición al haz de láser.

FARA – Osynlig laserstrålning när patroner tas ur och spärrmekanismen är upphävd. Undvik exponering för laserstrålen.

危险 - 当移除碳粉盒及互锁失效时会产生看不见的激光辐射，请避免暴露在激光光束下。

危險 - 移除碳粉匣與安全連續開關失效時會產生看不見的雷射輻射。請避免曝露在雷射光束下。

危険 - カートリッジが取り外され、内部ロックが無効になると、見えないレーザー光が放射されます。 このレーザー光に当たらないようにしてください。

Power consumption

Product power consumption

The following table documents the power consumption characteristics of the product.

Note: Some modes may not apply to your product.

Mode	Description	Power consumption (Watts)
Printing	The product is generating hard-copy output from electronic inputs.	560
Copy	The product is generating hard-copy output from hard-copy original documents.	600
Scan	The product is scanning hard-copy documents.	85
Ready	The product is waiting for a print job.	55
Sleep Mode	The product is in a high-level energy-saving mode.	11
Hibernate	The product is in a low-level energy-saving mode.	0.5
Off	The product is plugged into an electrical outlet, but the power switch is turned off.	0

The power consumption levels listed in the previous table represent time-averaged measurements. Instantaneous power draws may be substantially higher than the average.

Values are subject to change. See **www.lexmark.com** for current values.

Sleep Mode

This product is designed with an energy-saving mode called *Sleep Mode*. The Sleep Mode saves energy by lowering power consumption during extended periods of inactivity. The Sleep Mode is automatically engaged after this product is not used for a specified period of time, called the *Sleep Mode Timeout*.

Factory default Sleep Mode Timeout for this product (in minutes):	20

By using the configuration menus, the Sleep Mode Timeout can be modified between 1 minute and 240 minutes. Setting the Sleep Mode Timeout to a low value reduces energy consumption, but may increase the response time of the product. Setting the Sleep Mode Timeout to a high value maintains a fast response, but uses more energy.

Hibernate Mode

This product is designed with an ultra-low power operating mode called *Hibernate mode*. When operating in Hibernate Mode, all other systems and devices are powered down safely.

The Hibernate mode can be entered in any of the following methods:

- Using the Hibernate Timeout
- Using the Schedule Power modes
- Using the Sleep/Hibernate button

Factory default Hibernate Timeout for this product in all countries or regions	3 days

The amount of time the printer waits after a job is printed before it enters Hibernate mode can be modified between one hour and one month.

Off mode

If this product has an off mode which still consumes a small amount of power, then to completely stop product power consumption, disconnect the power supply cord from the electrical outlet.

Total energy usage

It is sometimes helpful to calculate the total product energy usage. Since power consumption claims are provided in power units of Watts, the power consumption should be multiplied by the time the product spends in each mode in order to calculate energy usage. The total product energy usage is the sum of each mode's energy usage.

European Community (EC) directives conformity

This product is in conformity with the protection requirements of EC Council directives 2004/108/EC, 2006/95/EC, and 2011/65/EU on the approximation and harmonization of the laws of the Member States relating to electromagnetic compatibility, safety of electrical equipment designed for use within certain voltage limits, and on the restrictions of use of certain hazardous substances in electrical and electronic equipment.

The manufacturer of this product is: Lexmark International, Inc., 740 West New Circle Road, Lexington, KY, 40550 USA. The authorized representative is: Lexmark International Technology Hungária Kft., 8 Lechner Ödön fasor, Millennium Tower III, 1095 Budapest HUNGARY, A declaration of conformity to the requirements of the Directives is available upon request from the Authorized Representative.

This product satisfies the Class A limits of EN 55022 and safety requirements of EN 60950-1.

Radio interference notice

Warning

This is a product that complies with the emission requirements of EN55022 Class A limits and immunity requirements of EN55024. This product is not intended to be used in residential/domestic environments.

This is a Class A product. In a domestic environment, this product may cause radio interference, in which case the user may be required to take adequate measures.

Industry Canada compliance statement

This Class A digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Standard ICES-003.

Avis de conformité aux normes de l'industrie du Canada

Cet appareil numérique de classe A est conforme aux exigences de la norme canadienne relative aux équipements pouvant causer des interférences NMB-003.

Regulatory notices for telecommunication terminal equipment

This section contains regulatory information pertaining to products that contain telecommunication terminal equipment such as facsimile.

Notice to users of the US telephone network: FCC requirements

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

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

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

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

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

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

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

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

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

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

Telephone companies report that electrical surges, typically lightning transients, are very destructive to customer terminal equipment connected to AC power sources. This has been identified as a major nationwide problem. It is recommended that the customer install an appropriate AC surge arrestor in the AC outlet to which this device is connected. An appropriate AC surge arrestor is defined as one that is suitably rated, and certified by UL (Underwriter's Laboratories), another NRTL (Nationally Recognized Testing Laboratory), or a recognized safety certification body in the country/region of use. This is to avoid damage to the equipment caused by local lightning strikes and other electrical surges.

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device, including fax machines, to send any message unless said message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message, and the telephone number of the sending machine or such business, other entity, or individual. (The telephone number provided may not be a 900 number or any other number for which charges exceed local or long-distance transmission charges.)

See your user documentation in order to program this information into your fax machine.

South Africa telecommunications notice

This modem must be used in conjunction with an approved surge protection device when connected to the PSTN.

Notice to users of the Canadian telephone network

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

Telephone companies report that electrical surges, typically lightning transients, are very destructive to customer terminal equipment connected to AC power sources. This has been identified as a major nationwide problem. It is recommended that the customer install an appropriate AC surge arrestor in the AC outlet to which this device is connected. An appropriate AC surge arrestor is defined as one that is suitably rated, and certified by UL (Underwriter's Laboratories), another NRTL (Nationally Recognized Testing Laboratory), or a recognized safety certification body in the country/region of use. This is to avoid damage to the equipment caused by local lightning strikes and other electrical surges.

This equipment uses CA11A telephone jacks.

Avis réservé aux utilisateurs du réseau téléphonique du Canada

Ce produit est conforme aux spécifications techniques d'Industrie Canada. Le numéro REN (ringer equivalence number : numéro d'équivalence de sonnerie) fournit une indication du nombre maximum de terminaux pouvant être connectés à l'interface téléphonique. En bout de ligne, le nombre d'appareils qui peuvent être connectés n'est pas directement limité, mais la somme des REN de ces appareils ne doit pas dépasser cinq. Le numéro REN du modem est indiqué sur l'étiquette produit située à l'arrière de l'équipement.

Les compagnies de téléphone constatent que les surtensions électriques, en particulier celles dues à la foudre, entraînent d'importants dégâts sur les terminaux privés connectés à des sources d'alimentation CA. Il s'agit-là d'un problème majeur d'échelle nationale. En conséquence, il vous est recommandé de brancher un parasurtenseur dans la prise de courant à laquelle l'équipement est connecté. Utilisez un parasurtenseur répondant à des caractéristiques nominales satisfaisantes et certifié par le laboratoire d'assureurs UL (Underwriter's Laboratories), un autre laboratoire agréé de type NRTL (Nationally Recognized Testing Laboratory) ou un organisme de certification agréé dans votre région ou pays. Ceci prévient tout endommagement de l'équipement causé par les orages et autres surtensions électriques.

Cet équipement utilise des prises de téléphone CA11A.

Notice to users of the New Zealand telephone network

The following are special conditions for the Facsimile User Instructions. The grant of a telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to its network. It indicates no endorsement of the product by Telecom, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of telepermitted equipment of a different make or model, nor does it imply that any product is compatible with all of Telecom's network services.

This equipment shall not be set up to make automatic calls to the Telecom's 111 Emergency Service.

This equipment may not provide for the effective hand-over of a call to another device connected to the same line.

This equipment should not be used under any circumstances that may constitute a nuisance to other Telecom customers.

Some parameters required for compliance with Telecom's telepermit requirements are dependent on the equipment associated with this device. The associated equipment shall be set to operate within the following limits for compliance to Telecom's specifications:

- There shall be no more than 10 call attempts to the same number within any 30 minute period for any single manual call initiation, and
- The equipment shall go on-hook for a period of not less than 30 seconds between the end of one attempt and the beginning of the next call attempt.
- The equipment shall be set to ensure that automatic calls to different numbers are spaced such that there is not less than 5 seconds between the end of one call attempt and the beginning of another.

Using this product in Switzerland

This product requires a Swiss billing tone filter (Lexmark part number 80D1877) to be installed on any line which receives metering pulses in Switzerland. The filter must be used, as metering pulses are present on all analog telephone lines in Switzerland.

Utilisation de ce produit en Suisse

Cet appareil nécessite l'utilisation d'un filtre de tonalité de facturation suisse (nº de référence Lexmark : 80D1877) devant être installé sur toute ligne recevant des impulsions de comptage en Suisse. Ce filtre doit être utilisé pour toute installation car ces impulsions existent sur toutes les lignes téléphoniques suisses.

Verwendung dieses Produkts in der Schweiz

Für dieses Produkt muss ein schweizerischer Billing Tone Filter zur Zählzeichenübertragung (Lexmark Teilenummer 80D1877) für jede Leitung installiert werden, über die in der Schweiz Zeitsteuertakte übertragen werden. Die Verwendung des Filters ist obligatorisch, da in allen analogen Telefonleitungen in der Schweiz Zeitsteuertakte vorhanden sind.

Uso del prodotto in Svizzera

Questo prodotto richiede un filtro toni Billing svizzero, (codice Lexmark 80D1877) da installare su tutte le linee che ricevono impulsi remoti in Svizzera. È necessario utilizzare il filtro poiché gli impulsi remoti sono presenti su tutte le linee analogiche in Svizzera.

Regulatory notices for wireless products

This section contains the following regulatory information pertaining to wireless products that contain transmitters, for example, but not limited to, wireless network cards or proximity card readers.

Exposure to radio frequency radiation

The radiated output power of this device is far below the radio frequency exposure limits of the FCC and other regulatory agencies. A minimum separation of 20 cm (8 inches) must be maintained between the antenna and any persons for this device to satisfy the RF exposure requirements of the FCC and other regulatory agencies.

Industry Canada (Canada)

This device complies with Industry Canada specification RSS-210. Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

This device has been designed to operate only with the antenna provided. Use of any other antenna is strictly prohibited per regulations of Industry Canada.

To prevent radio interference to the licensed service, this device is intended to be operated indoors and away from windows to provide maximum shielding. Equipment (or its transmit antenna) that is installed outdoors is subject to licensing.

The installer of this radio equipment must ensure that the antenna is located or pointed such that it does not emit RF fields in excess of Health Canada limits for the general population; consult Safety Code 6, obtainable from Health Canada's Web site www.hc-sc.gc.ca/rpb.

The term "IC:" before the certification/registration number only signifies that the Industry Canada technical specifications were met.

Industry Canada (Canada)

Cet appareil est conforme à la norme RSS-210 d'Industry Canada. Son fonctionnement est soumis aux deux conditions suivantes :

(1) cet appareil ne doit pas provoquer d'interférences et (2) il doit accepter toute interférence reçue, y compris celles risquant d'altérer son fonctionnement.

Cet appareil a été conçu pour fonctionner uniquement avec l'antenne fournie. L'utilisation de toute autre antenne est strictement interdite par la réglementation d'Industry Canada.

En application des réglementations d'Industry Canada, l'utilisation d'une antenne de gain supérieur est strictement interdite.

Pour empêcher toute interférence radio au service faisant l'objet d'une licence, cet appareil doit être utilisé à l'intérieur et loin des fenêtres afin de garantir une protection optimale.

Si le matériel (ou son antenne d'émission) est installé à l'extérieur, il doit faire l'objet d'une licence.

L'installateur de cet équipement radio doit veiller à ce que l'antenne soit implantée et dirigée de manière à n'émettre aucun champ HF dépassant les limites fixées pour l'ensemble de la population par Santé Canada. Reportez-vous au Code de sécurité 6 que vous pouvez consulter sur le site Web de Santé Canada www.hc-sc.gc.ca/rpb.

Le terme « IC » précédant le numéro de d'accréditation/inscription signifie simplement que le produit est conforme aux spécifications techniques d'Industry Canada.

Notice to Users in the European Union

Products bearing the CE mark are in conformity with the protection requirements of EC Council directives 2004/108/EC, 2006/95/EC, 1999/5/EC, and 2011/65/EU on the approximation and harmonization of the laws of the Member States relating to electromagnetic compatibility, safety of electrical equipment designed for use within certain voltage limits, radio equipment and telecommunications terminal equipment, and on the restrictions of use of certain hazardous substances in electrical and electronic equipment.

Compliance is indicated by the CE marking.

$$ C \epsilon $$

The manufacturer of this product is: Lexmark International, Inc., 740 West New Circle Road, Lexington, KY, 40550 USA. The authorized representative is: Lexmark International Technology Hungária Kft., 8 Lechner Ödön fasor, Millennium Tower III, 1095 Budapest HUNGARY. A declaration of conformity to the requirements of the Directives is available upon request from the Authorized Representative.

This product satisfies the Class A limits of EN 55022 and safety requirements of EN 60950-1.

Refer to the table at the end of the Notices section for further compliance information.

This product may be used in the countries indicated in the table below.

AT	BE	BG	CH	CY	CZ	DE	DK	EE
EL	ES	FI	FR	HR	HU	IE	IS	IT
LI	LT	LU	LV	MT	NL	NO	PL	PT

RO	SE	SI	SK	TR	UK			

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STATEMENT OF LIMITED WARRANTY FOR LEXMARK LASER PRINTERS, LEXMARK LED PRINTERS, AND LEXMARK MULTIFUNCTION LASER PRINTERS

Lexmark International, Inc., Lexington, KY

This limited warranty applies to the United States and Canada. For customers outside the U.S., refer to the country-specific warranty information that came with your product.

This limited warranty applies to this product only if it was originally purchased for your use, and not for resale, from Lexmark or a Lexmark Remarketer, referred to in this statement as "Remarketer."

Limited warranty

Lexmark warrants that this product:

—Is manufactured from new parts, or new and serviceable used parts, which perform like new parts

—Is, during normal use, free from defects in material and workmanship

If this product does not function as warranted during the warranty period, contact a Remarketer or Lexmark for repair or replacement (at Lexmark's option).

If this product is a feature or option, this statement applies only when that feature or option is used with the product for which it was intended. To obtain warranty service, you may be required to present the feature or option with the product.

If you transfer this product to another user, warranty service under the terms of this statement is available to that user for the remainder of the warranty period. You should transfer proof of original purchase and this statement to that user.

Limited warranty service

The warranty period starts on the date of original purchase as shown on the purchase receipt and ends 12 months later provided that the warranty period for any supplies and for any maintenance items included with the printer shall end earlier if it, or its original contents, are substantially used up, depleted, or consumed. Fuser Units, Transfer/Transport Units, Paper Feed items, if any, and any other items for which a Maintenance Kit is available are substantially consumed when the printer displays a "Life Warning" or "Scheduled Maintenance" message for such item.

To obtain warranty service you may be required to present proof of original purchase. You may be required to deliver your product to the Remarketer or Lexmark, or ship it prepaid and suitably packaged to a Lexmark designated location. You are responsible for loss of, or damage to, a product in transit to the Remarketer or the Lexmark designated location.

When warranty service involves the exchange of a product or part, the item replaced becomes the property of the Remarketer or Lexmark. The replacement may be a new or repaired item.

The replacement item assumes the remaining warranty period of the original product.

Replacement is not available to you if the product you present for exchange is defaced, altered, in need of a repair not included in warranty service, damaged beyond repair, or if the product is not free of all legal obligations, restrictions, liens, and encumbrances.

As part of your warranty service and/or replacement, Lexmark may update the firmware in your printer to the latest version. Firmware updates may modify printer settings and cause counterfeit and/or unauthorized products, supplies, parts, materials (such as toners and inks), software, or interfaces to stop working. Authorized use of genuine Lexmark products will not be impacted.

Before you present this product for warranty service, remove all print cartridges, programs, data, and removable storage media (unless directed otherwise by Lexmark).

For further explanation of your warranty alternatives and the nearest Lexmark authorized servicer in your area contact Lexmark on the World Wide Web.

Remote technical support is provided for this product throughout its warranty period. For products no longer covered by a Lexmark warranty, technical support may not be available or only be available for a fee.

Extent of limited warranty

Lexmark does not warrant uninterrupted or error-free operation of any product or the durability or longevity of prints produced by any product.

Warranty service does not include repair of failures caused by:

—Modification or unauthorized attachments

—Accidents, misuse, abuse or use inconsistent with Lexmark user's guides, manuals, instructions or guidance

—Unsuitable physical or operating environment

—Maintenance by anyone other than Lexmark or a Lexmark authorized servicer

—Operation of a product beyond the limit of its duty cycle

—Use of printing media outside of Lexmark specifications

—Refurbishment, repair, refilling or remanufacture by a third party of products, supplies or parts

—Products, supplies, parts, materials (such as toners and inks), software, or interfaces not furnished by Lexmark

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Patent acknowledgment

The use of this product or service is subject to the reasonable, non-discriminatory terms in the Intellectual Property Rights (IPR) Disclosure of Certicom Corp. at the IETF for Elliptic Curve Cryptography (ECC) Cipher Suites for Transport Layer Security (TLS) implemented in the product or service.

The use of this product or service is subject to the reasonable, non-discriminatory terms in the Intellectual Property Rights (IPR) Disclosure of Certicom Corp. at the IETF for TLS Elliptic Curve Cipher Suites with SHA-256/382 and AES Galois Counter Mode (GCM) implemented in the product or service.

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