LEXMARK™

X925

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.

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—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—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.

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.
- Lift the printer off the optional drawer, and set it aside instead of trying to lift the drawer and printer at the same time.

  Note: Use the handholds located on both sides of the printer to lift it off the optional drawer.

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: 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—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 professional service person.

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 from 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 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—POTENTIAL INJURY: To reduce the risk of equipment instability, load each paper drawer or tray separately. Keep all other drawers or 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 too. It is important to:

- 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:
  - Away from the direct airflow of air conditioners, heaters, or ventilators
  - Free from direct sunlight, humidity extremes, or temperature fluctuations
  - Clean, dry, and free of dust
- Allow the following recommended amount of space around the printer for proper ventilation:
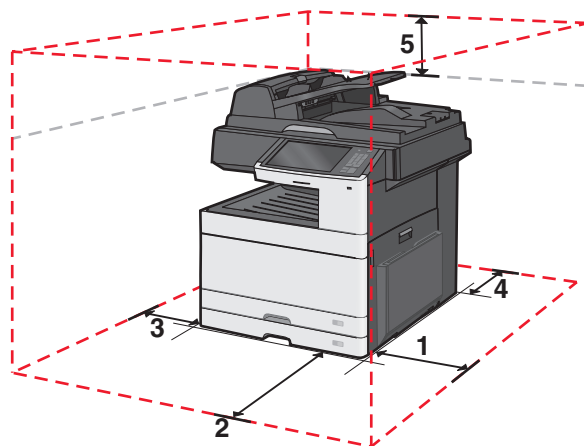
1	348 mm (13.7 in.)
2	609.6 mm (24 in.)
3	100 mm (3.94 in.)
4	100 mm (3.94 in.)
5	285 mm (11.22 in.)

Printer configurations

Basic model

Notes:

- The printer stand is a cabinet that can be converted into a caster base.
- If used with a printer stand, then the printer supports only one optional 550-sheet tray.
- If used with a caster base, then the printer supports a maximum of three optional 550-sheet trays.
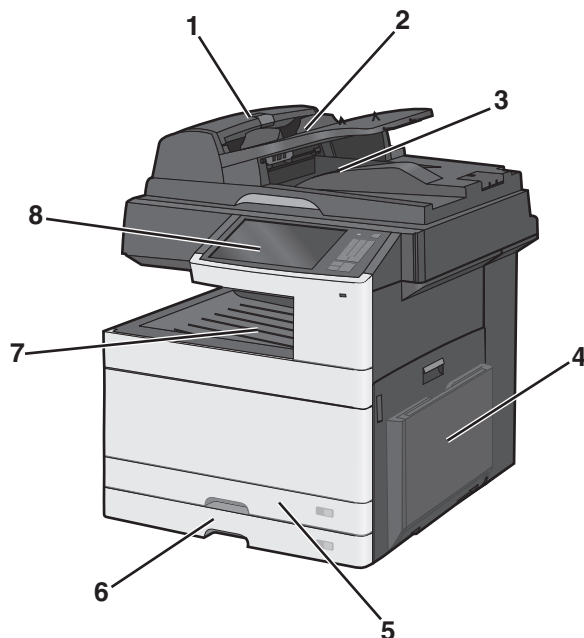
1	Automatic Document Feeder (ADF)
2	ADF input tray
3	ADF exit bin
4	Multipurpose feeder
5	Standard 150-sheet tray (Tray 1)
6	Standard 250-sheet tray (Tray 2)
7	Standard exit bin
8	Printer control panel

Configured model

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**.
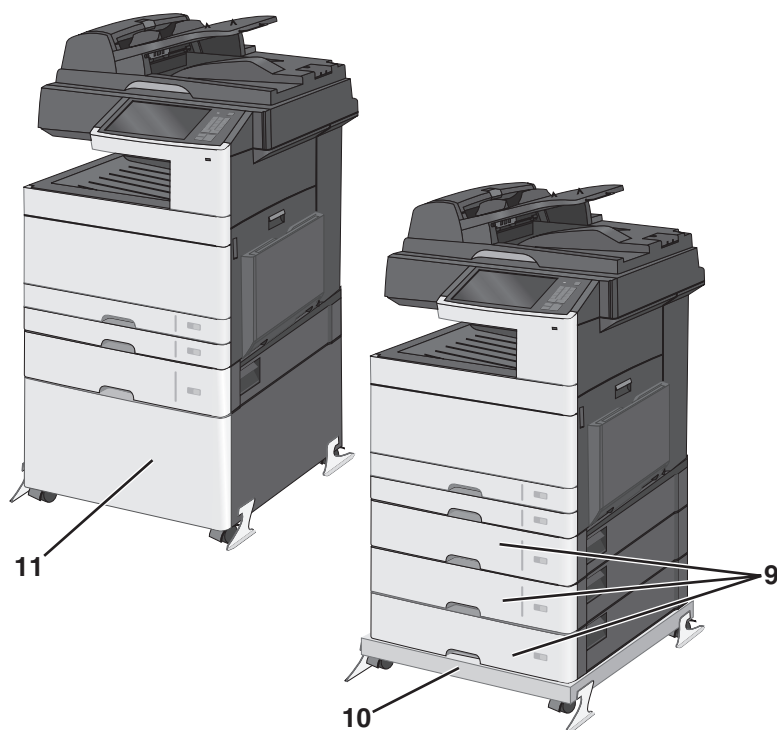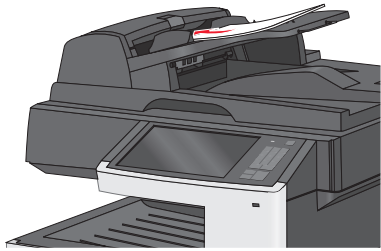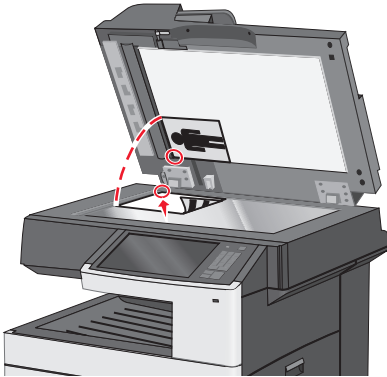
9	Optional 550‑sheet trays
10	Caster base (converted from a printer stand)
11	Printer stand

Basic functions of the scanner

The scanner provides copy, fax, and scan‑to‑network capability for large workgroups. You can:

- Make quick copies, or change the settings on the printer control panel to perform specific copy jobs.
- Send a fax using the printer control panel.
- Send a fax to multiple fax destinations at the same time.
- Scan documents and send them to your computer, an e‑mail address, a flash drive, or an FTP destination.
- Scan documents and send them to another printer (PDF by way of FTP).

Understanding the ADF and scanner glass

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

Using the ADF

- Load documents into the ADF faceup, as indicated by the ADF paper icon.
- Load up to 100 sheets of plain paper in the ADF input tray.
- Scan sizes from 76.2 x 139.7 mm (3.0 x 5.5 in.) to 296.9 x 431.8 mm (11.69 x 17 in.).
- Scan documents with mixed page sizes (Letter and Legal).
- Scan media weights from 64 to 120 g/m^2 (16 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

- Unlock the scanner glass by sliding the button to the left.
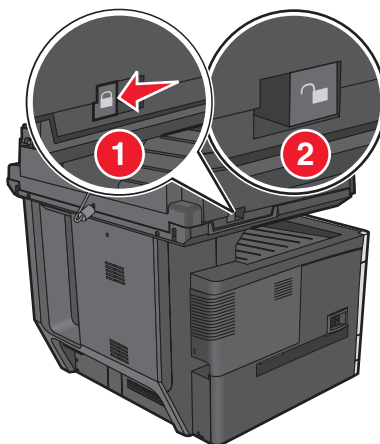
- Place documents facedown on the scanner glass in the upper left corner.

- Scan or copy documents up to 296.9 x 431.8 mm (11.69 x 17 in.).
- Copy books up to 25.4 mm (1 in.) thick.

Understanding the printer control panel

Item		Description
1	Display	Shows the status of the printer, and allows printer setup and operation
2	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**—The printer requires operator intervention is needed.
3	Sleep	Enables 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, Sleep button is unilluminated. • Operating in Sleep Mode—The indicator light is illuminated solid green, Sleep button is illuminated solid amber. • Entering or waking from Hibernate Mode—The indicator light is illuminated solid green, Sleep button is illuminated blinking amber. • Operating in Hibernate Mode—The indicator light is unilluminated, Sleep button is blinking amber for 1/10 of a second, then go completely unilluminated for 1.9 seconds in pulsing pattern. The following actions wake the printer from Sleep Mode: • Touching the screen or any hard button presses. • Opening an input tray, cover, or door. • Sending a print job from the computer. • Performing a Power On Reset (POR) with the main power switch.
4	Keypad	Lets you enter numbers, letter, or symbols
5	Submit	Lets you submit changes made in the printer settings
6	Stop/Cancel	Stops all printer activity **Note:** A list of option is displayed once `Stopped` appears on the display.

Item		Description
7	Home	Lets you navigate back to the home screen

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.
![menu icon]	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 allows you to change the primary language of the printer.

Using the touch-screen buttons

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

Sample touch screen
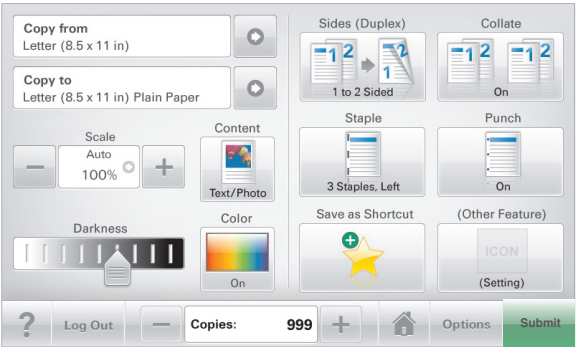
Touch	To
Submit	Submit changes made in the printer settings.
Sample Copy	Print a sample copy.
Right arrow	Scroll to the right.
Left arrow	Scroll to the left.
Home	Return to the home screen.
Right increase	Select a higher value.
Left decrease	Select a lower value.
Exit	Exit from the current screen.

Touch	To
Tips	Open a context-sensitive Help dialog on the touch screen.

Other touch-screen buttons

Touch	To
Accept	Save a setting.
Cancel	• Cancel an action or a selection. • Exit a screen and lets you return to the previous screen without saving changes.
Reset	Reset values on the screen.
Radio button	Select or clear an item.

Features

Feature	Description
Menu trail line: Menus > Settings > Copy Settings > 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.

Feature	Description
Warning	If an error condition occurs, then this icon appears.

Setting up and using the home screen applications

Notes:

- Your home screen, icons, and buttons may vary depending on your home screen customization settings, administrative setup, and active embedded applications. Some applications are supported only in some printer models.
- 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.

Finding the IP address of the printer

Note: Make sure your printer is connected to a network or to a print server.

You can find the printer IP address:

- From the top left corner of the printer 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.

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.

3 Press **Enter**.

    Note: If you are using a proxy server, then temporarily disable it to load the Web page correctly.

Showing or hiding icons on the home screen

1 From the Embedded Web Server, click **Settings** > **General Settings** > **Home screen customization**.

    A list of basic printer functions appears.

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

    Cleared check box items are hidden.

3 Click **Submit**.

Exporting and importing a configuration using the Embedded Web Server

You can export configuration settings into a text file that can then be imported and used to apply the settings to one or more additional printers.

Exporting a configuration

1 From the Embedded Web Server, click **Settings** or **Configuration**.

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

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

4 Click **Configure** > **Export**.

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

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

Importing a configuration

1 From the Embedded Web Server, click **Settings** or **Configuration**.

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

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

4 Click **Configure** > **Import**.

5 Browse to the saved configuration file, and then load or preview it.

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

Activating the home screen applications

Your printer comes with preinstalled home screen applications. You can activate and set up these applications using the Embedded Web Server. To access the Embedded Web Server, see "Accessing the Embedded Web Server" on page 22.

For detailed information about configuring and using the home screen applications, go to the Lexmark support Web site at **http://support.lexmark.com**.

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**.

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.

You can customize your printer connectivity and memory capacity by adding optional cards.

Available internal options

- Memory cards
  - Printer memory
  - Flash memory
  - Fonts
- Firmware cards
  - Bar Code
  - PrintCryption^{TM}
- Printer hard disk

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 Turn the screws clockwise to loosen them.
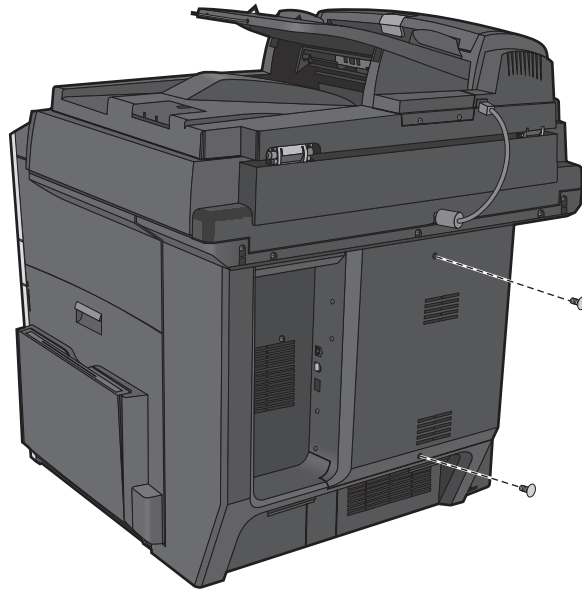
2 Pull the cover forward to remove it.

3 Use the following illustration to locate the appropriate connectors.

   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.
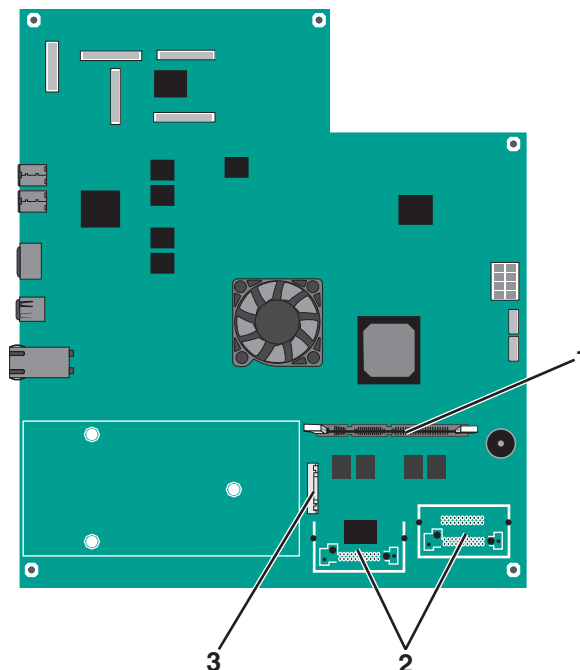
1	Memory card connector
2	Firmware and flash memory card connectors
3	ISP connector

4 Reattach the cover.

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.

Note: Avoid touching the connection points along the edge of the card.

3 On the system board, open the memory card connector latches.
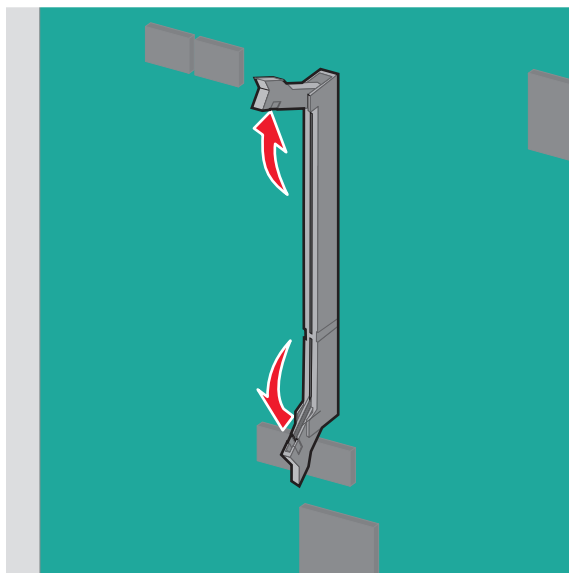
4 Align the notches on the memory card to the ridges on the connector.
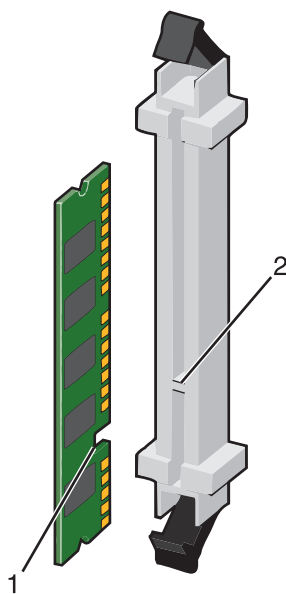
1	Notch
2	Ridge

5 Push the memory card straight into the connector until it *clicks* into place.
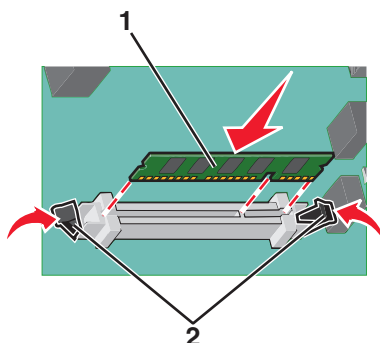
6 Reattach the system board cover.

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 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.

Note: This task requires a flathead screwdriver.

2 Unpack the card.

Note: Avoid touching the connection points along the edge of the card.

3 Holding the card by its sides, align the plastic pins on the card with the holes on the system board.
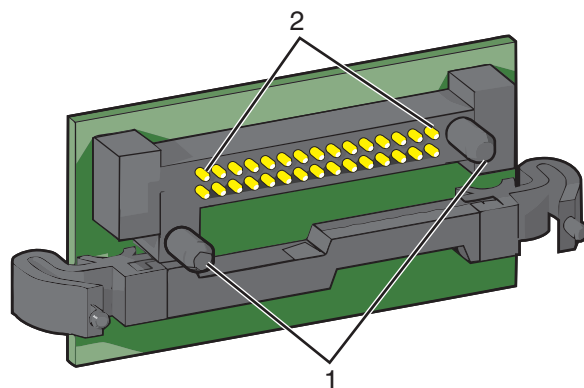
1	Plastic pins
2	Metal pins

4 Push the card firmly into place.
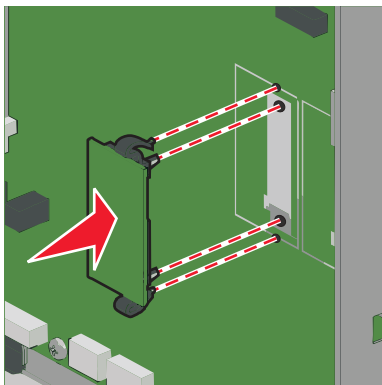
Notes:

- The entire length of the connector on the card must touch and be flush against the system board.
- Be careful not to damage the connectors.

5 Reattach the system board cover.

Installing an Internal Solutions Port

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

Note: This task requires a flathead screwdriver.

⚠ **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 .

2 Remove the printer hard disk.

For more information, see

3 Remove the two screws.
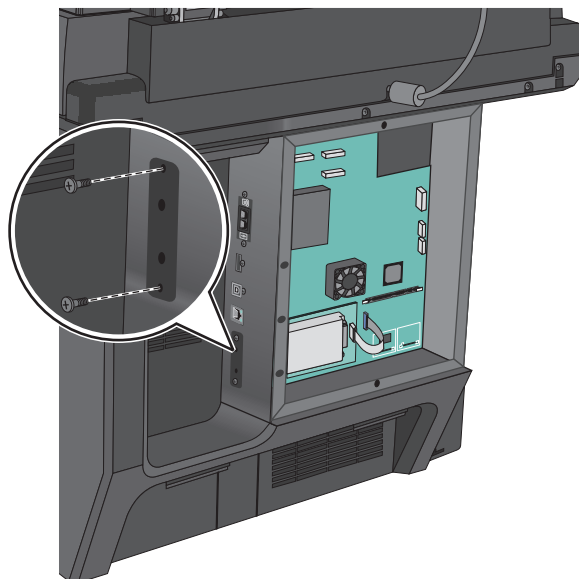
4 Unpack the ISP kit.
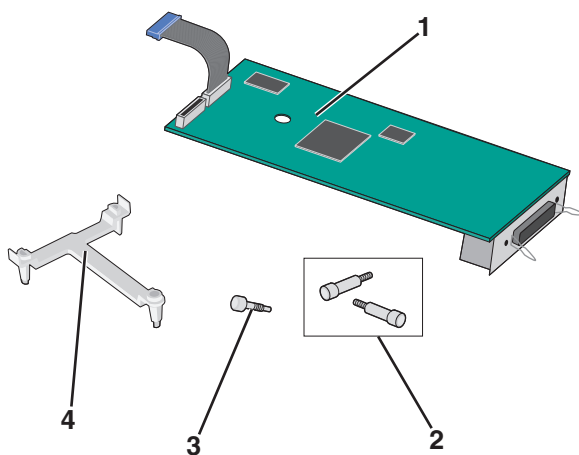
1	ISP solution
2	Screws for the ISP solution
3	Screws for the plastic bracket
4	Plastic bracket

5 Use the provided screws to attach the plastic bracket to the ISP solution.
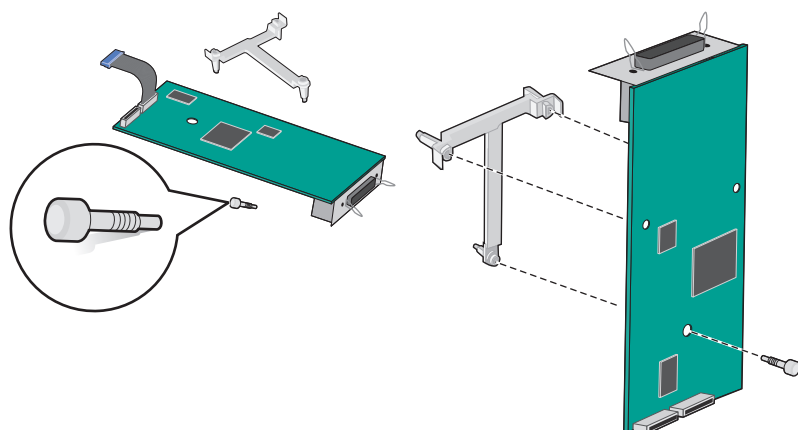
6 Use the provided screw to attach the ISP solution to the system board cage.
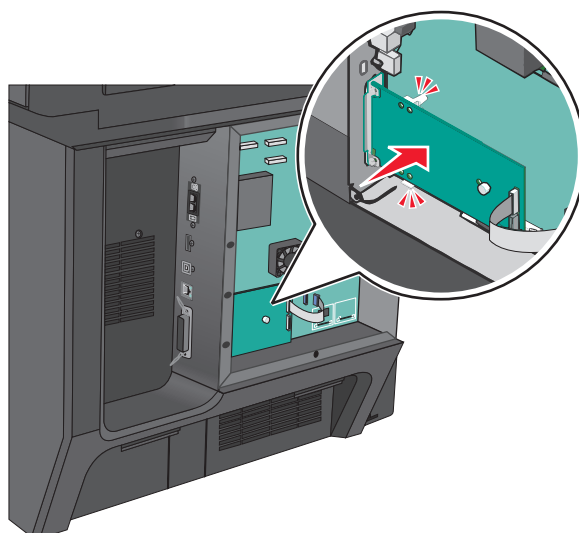
7 Connect the ISP solution interface cable into the receptacle of the system board.
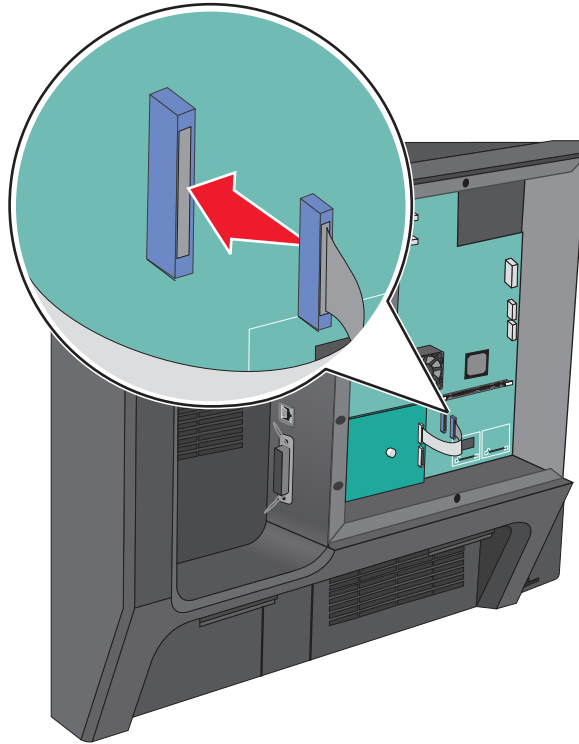
8 Firmly connect the ISP solution to the system board cage using two screws.
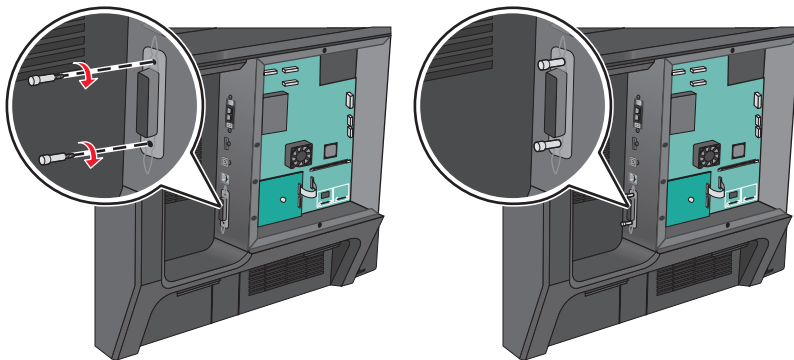
Installing a printer hard disk

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 "Accessing the system board" on page 27

2 Remove the metal bracket from the printer hard disk using a flathead screwdriver.
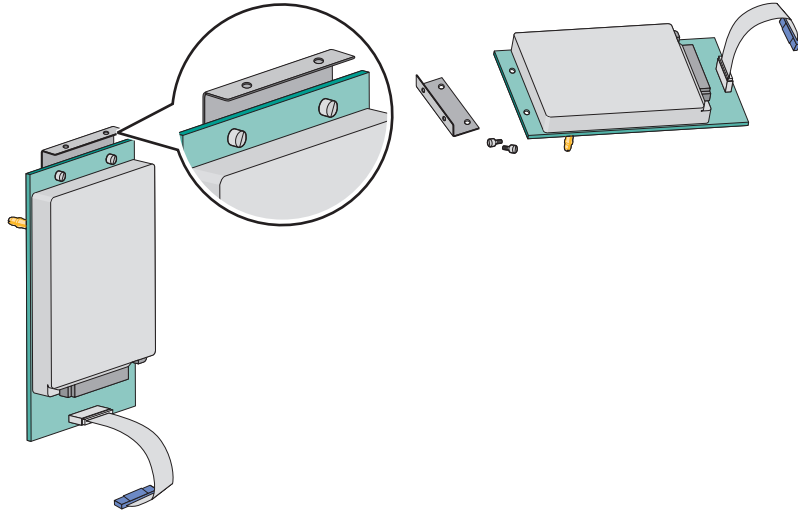
3 Connect the printer hard disk interface cable into the receptacle of the ISP board.
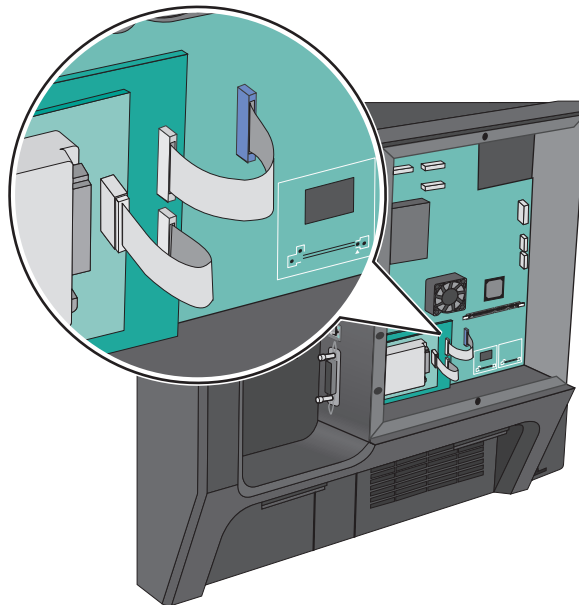
4 Reattach the system board cover.

Removing a printer hard disk

The printer hard disk is preinstalled in this device.

Note: This task requires a flathead screwdriver.

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 27.

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.
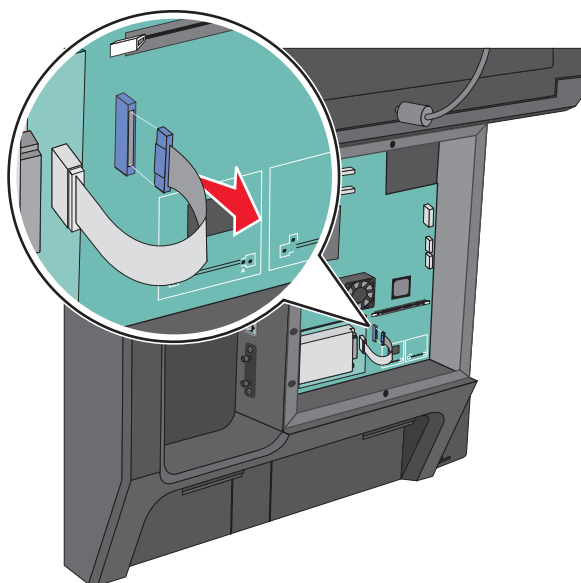
3 Remove the screws while holding the printer hard disk in place.
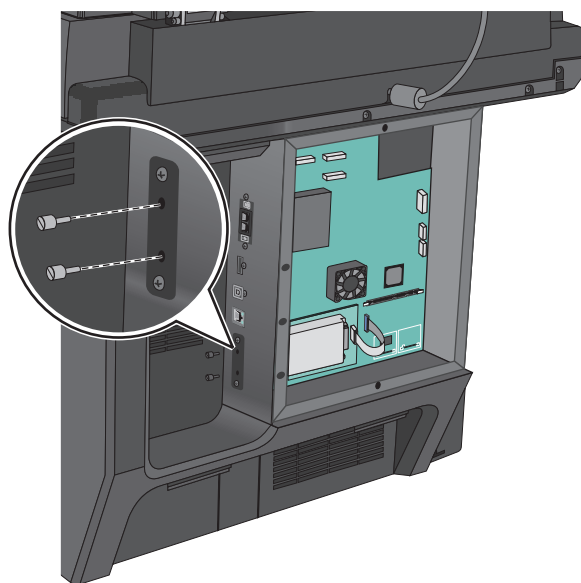
4 Remove the printer hard disk.
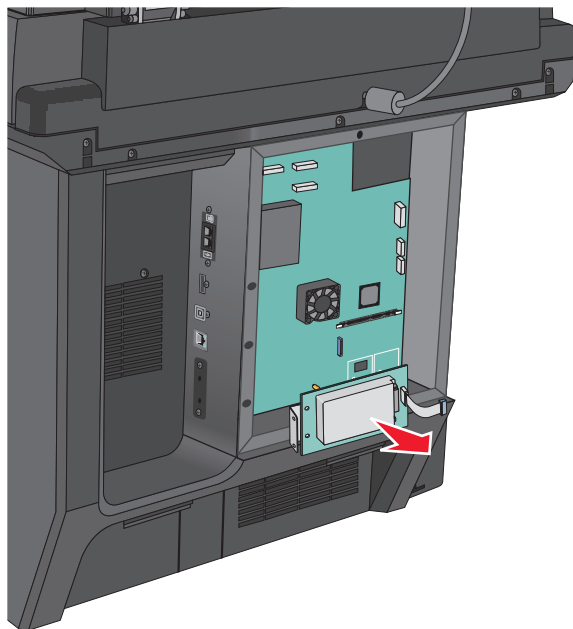
5 Reattach the system board cover.

Installing optional trays

Order of installation

⚠ **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**.

Install the printer and any options you have purchased in the following order:

- Printer stand
- Optional 550‑sheet trays
- Printer

For more information on converting a printer stand to caster base, and installing a printer stand, caster base or optional 550‑sheet tray, see the documentation that came with the printer option.

Installing a printer stand and optional tray

Note: If used with a printer stand, then the printer supports only one optional 550‑sheet tray.

⚠ **CAUTION—POTENTIAL INJURY:** The printer weight is greater than 18 kg (40 lb) and requires two or more trained personnel to lift it safely.
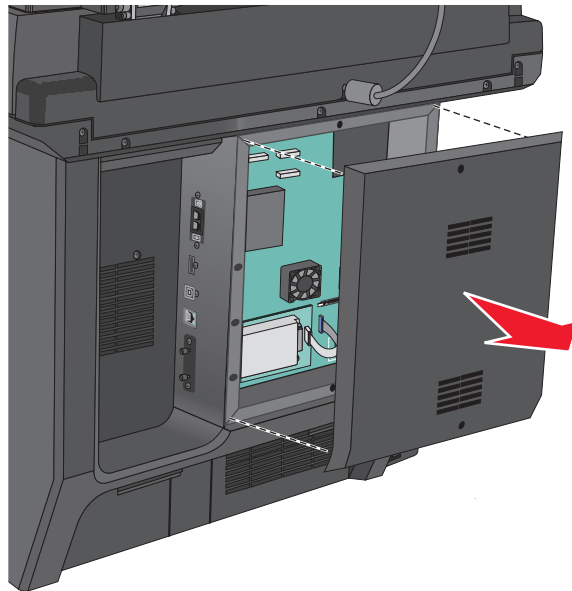
⚠ CAUTION—SHOCK HAZARD: If you are accessing the system board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the wall outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

Note: This task requires a screwdriver.

1 Unpack the optional tray and printer stand, and then remove all packing material.
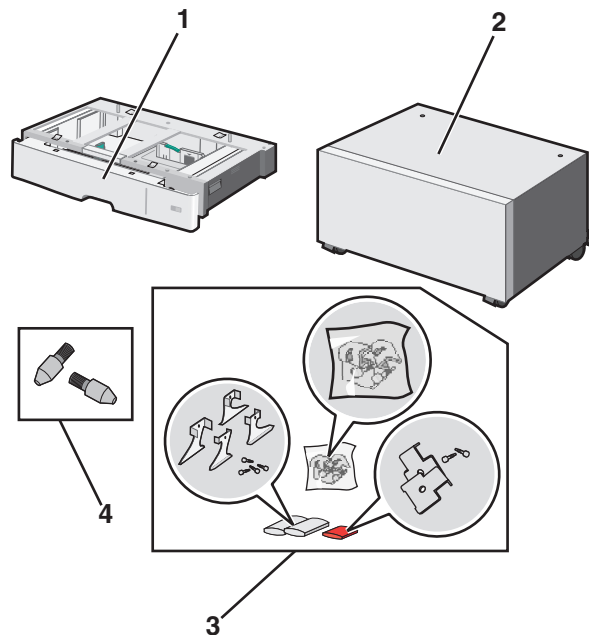
1	Optional 550‑sheet tray
2	Printer stand
3	Brackets and screws
4	Thumbscrews

2 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.

3 Attach the thumbscrews on top of the printer stand.
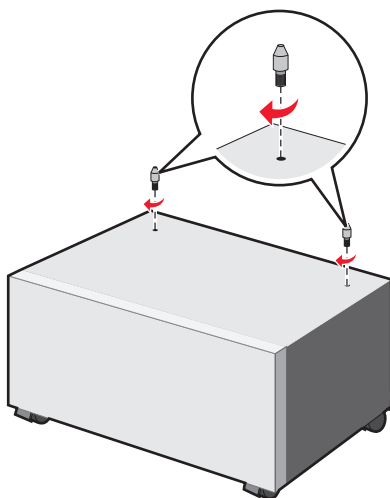
4 Align the optional tray to the printer stand, then lower the printer to the tray.
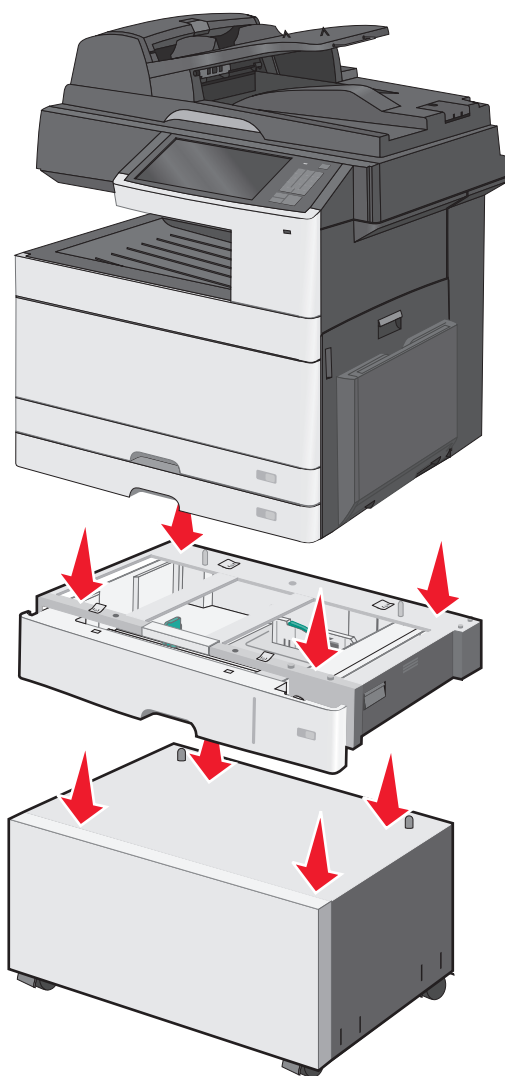
5 Lock the standard and optional trays together using the brackets that came with the optional tray.

   a Open the standard 250- and optional 550-sheet tray.
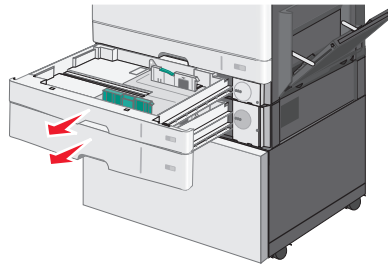
   b Remove the screw from the 250-sheet tray.
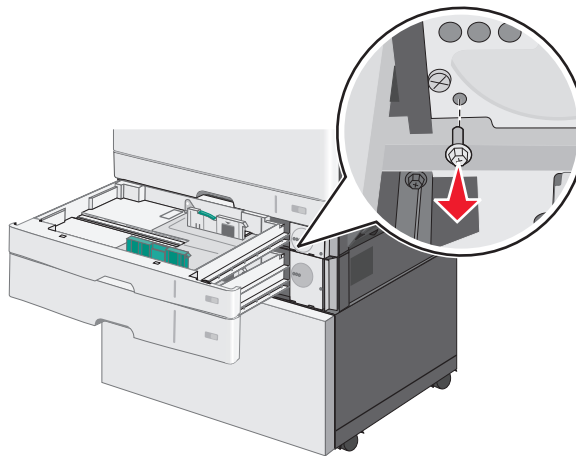
   c Place a bracket over the screw hole and secure it with the screw.
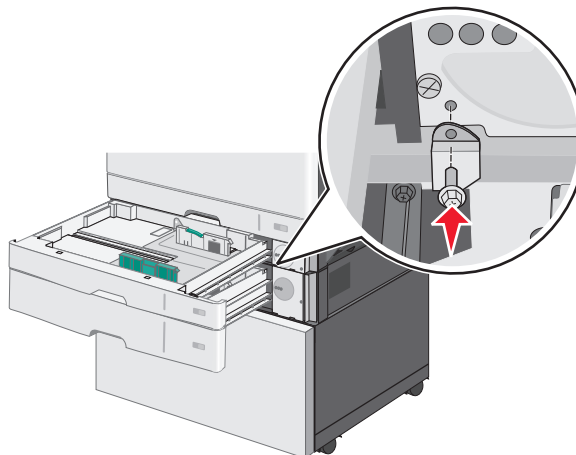
   d Close the trays.

6 Lock the optional 550-sheet tray to the printer stand.

   a Open the optional 550-sheet tray and remove the screw.
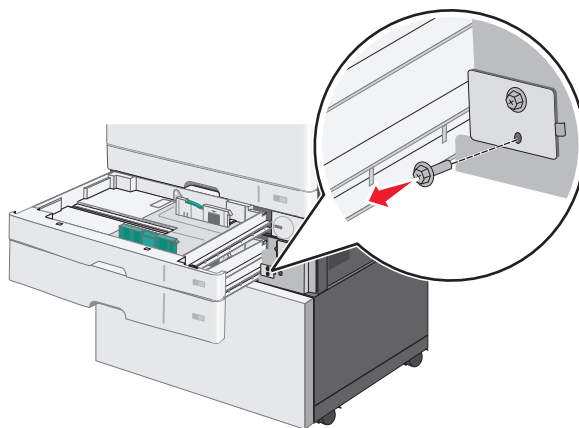
   b Open the printer stand.
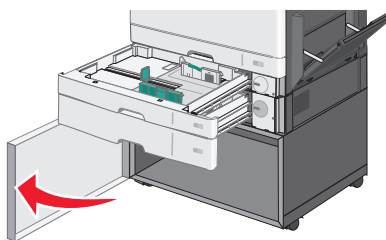
   c Place a bracket over the screw hole and secure it with the screw.
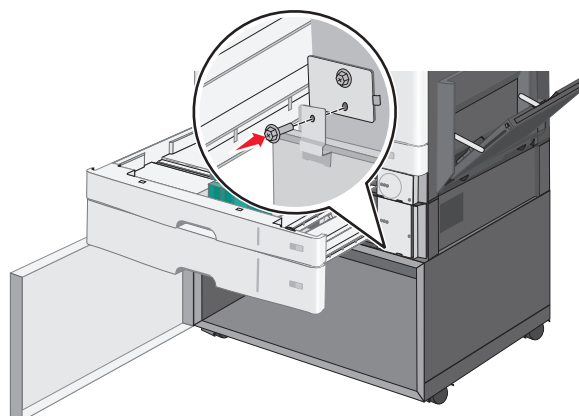
   d Close the optional tray and printer stand.

7 Plug in the electrical connections between trays.
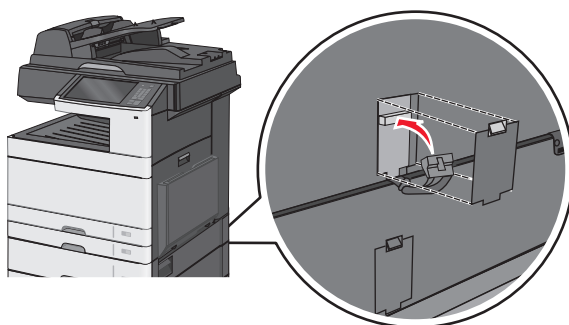
8 Attach brackets to the back of the printer, optional tray, and printer stand.
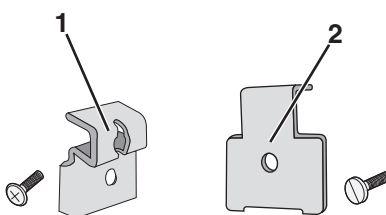
1	Bracket to lock optional tray to printer
2	Bracket to lock optional tray to printer stand

a Insert brackets on the slots located at the back of the optional tray and printer stand.
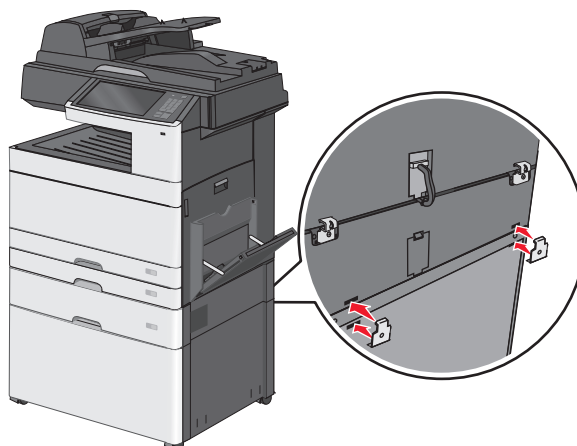
b Secure the brackets with screws.
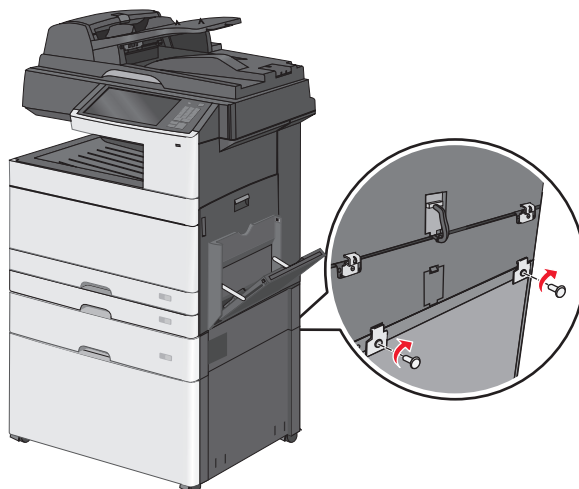
c Insert brackets on the slots located at the back of the printer and optional tray.
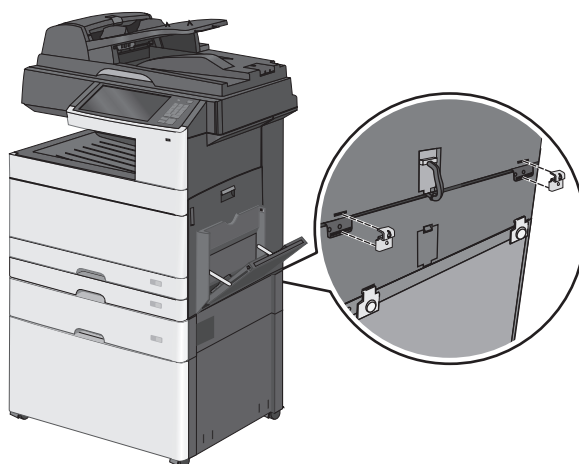
d Secure the brackets with screws.
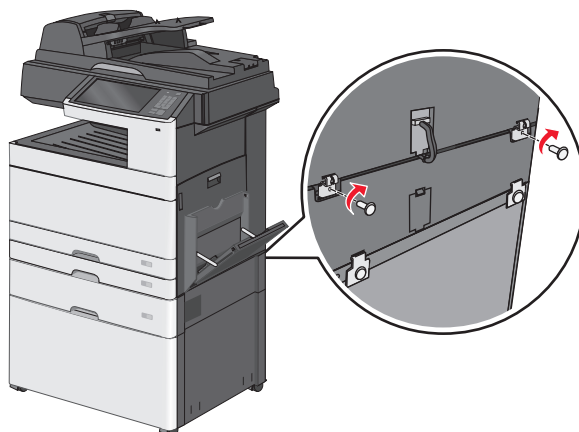
9 Insert the bases on the slots at the sides of the printer stand and secure them with screws.
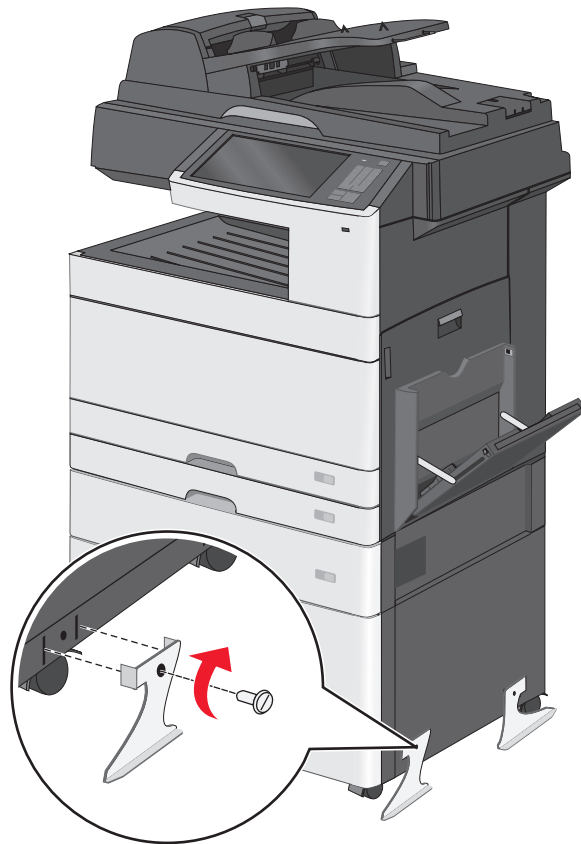
10 Turn the printer back on.

11 Set the printer software to recognize the optional input source.

For more information, see .

Installing 550‑sheet trays

Notes:

- The printer supports a maximum of three optional 550‑sheet trays.
- When installing three optional 550‑sheet trays, use a printer stand converted into a caster base.

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.

Note: This task requires a screwdriver.

1 Unpack the optional tray and the printer stand, and then remove all packing material.
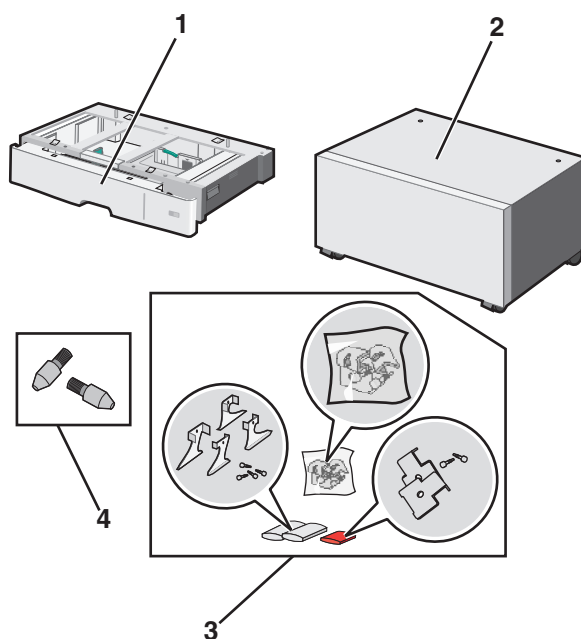
1	Optional 550-sheet tray
2	Printer stand
3	Brackets and screws
4	Thumbscrews

2 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.

3 Convert the printer stand into a caster base.

   a Remove the four screws inside the printer stand.
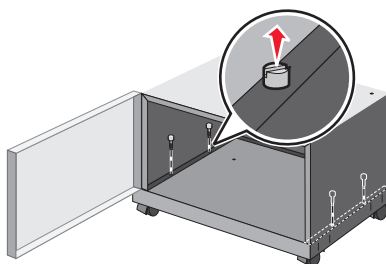
b Lift the upper portion of the printer stand, leaving the base.
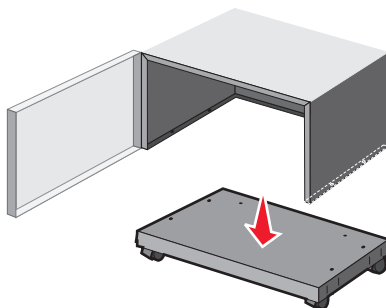
4 Attach the thumbscrews on the caster base.
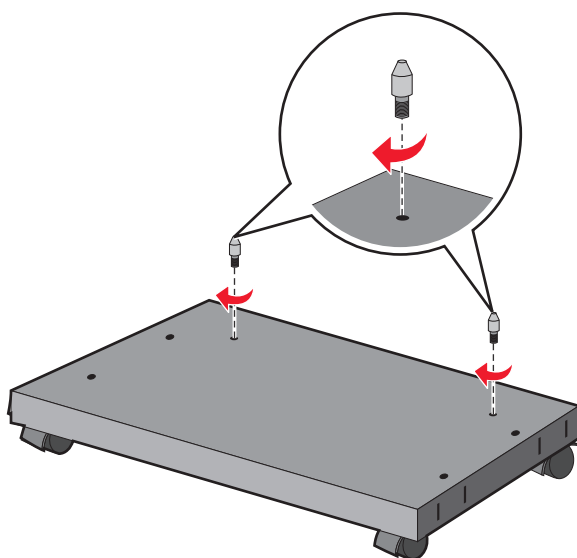
5 Align the trays to the caster base, then lower the printer to the trays.
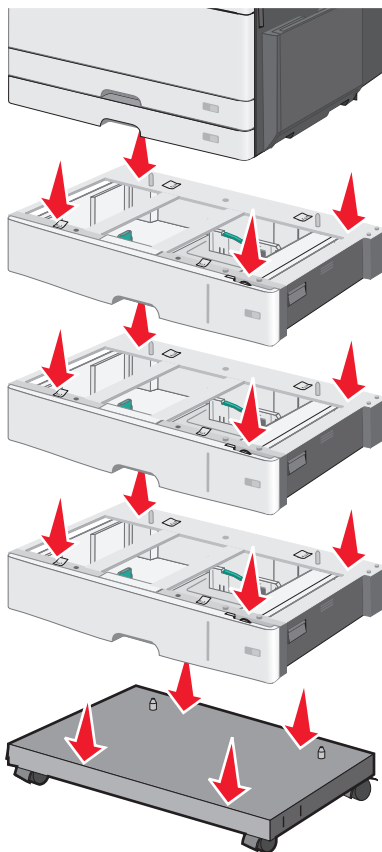
6 Lock the standard and optional trays together using the brackets that came with the optional tray.

a Open the standard 250- and optional 550-sheet tray.
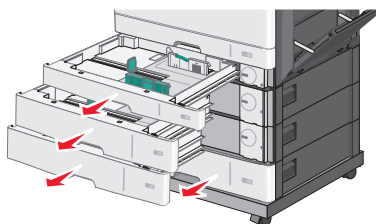
b Remove the screw from the 250‑sheet tray.
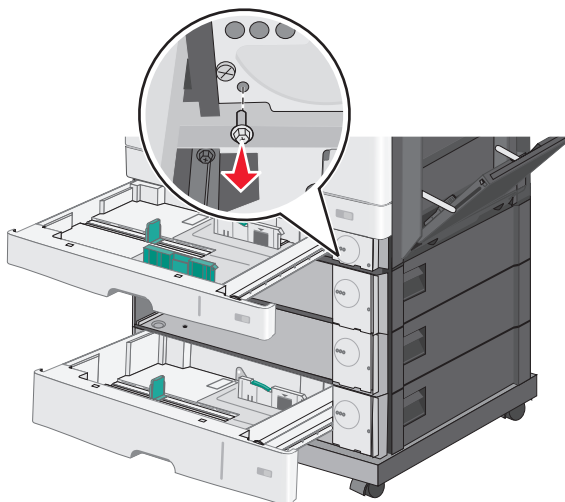
c Place a bracket over the screw hole and secure it with the screw.
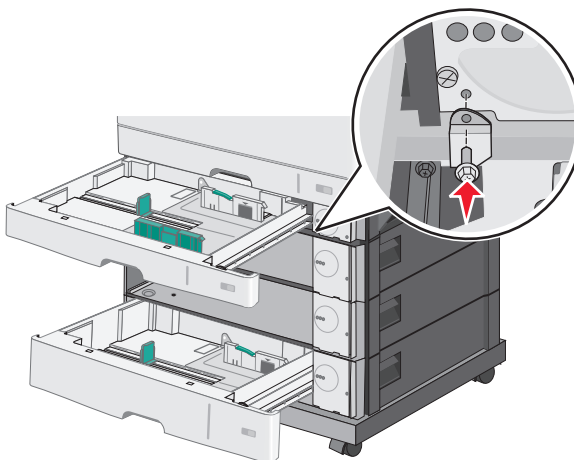
d Close the trays.

7 Lock the optional 550‑sheet trays together using the screws that came with the trays.

a Remove the upper optional 550‑sheet tray drawer. Leave the lower optional trays open.
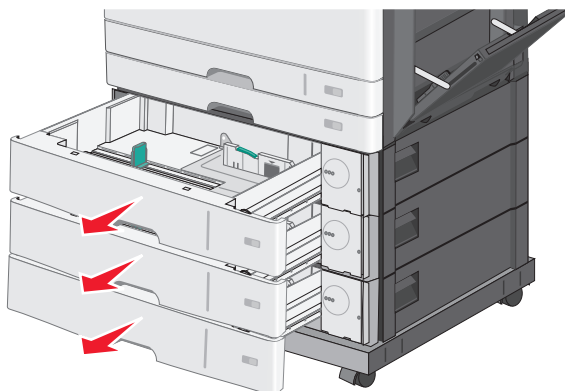
b Reach into the lower optional tray and insert a screw, pushing it upward to the optional tray above it.
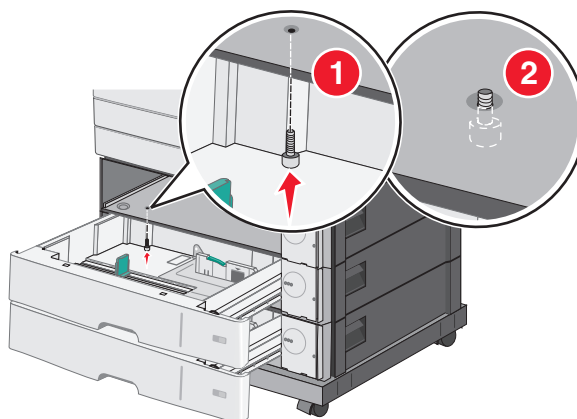
8 Plug in the electrical connections between trays.
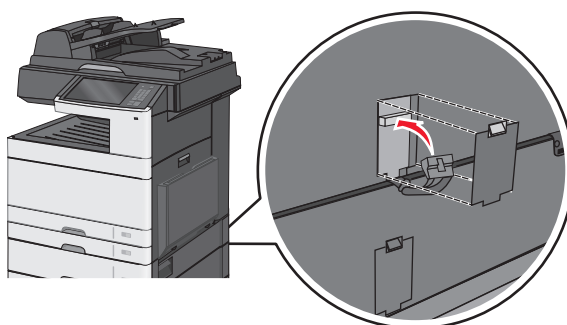
9 Attach brackets to the back of the printer and optional trays.

    a Insert brackets on the slots located at the back of the optional trays.
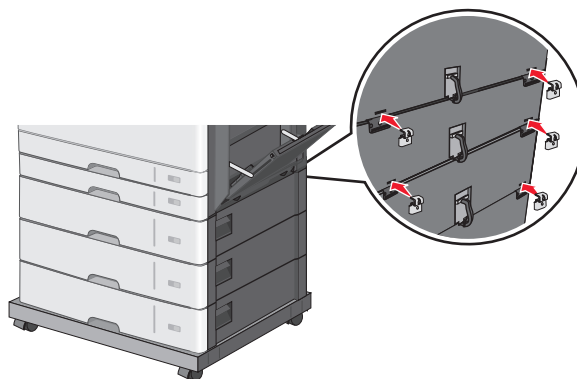
    b Secure the brackets with screws.
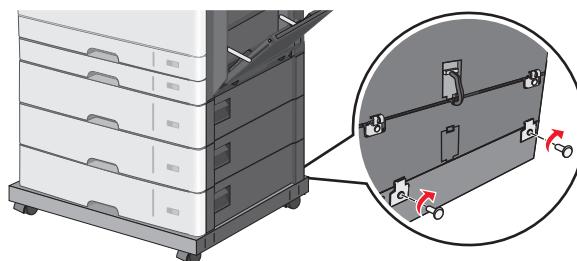
c Insert brackets on the slots located at the back of the printer and optional tray.
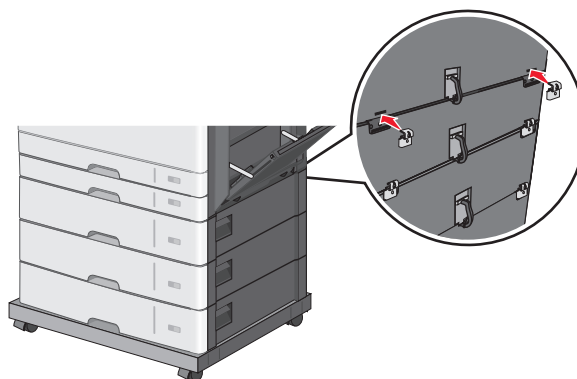
d Secure the brackets with screws.
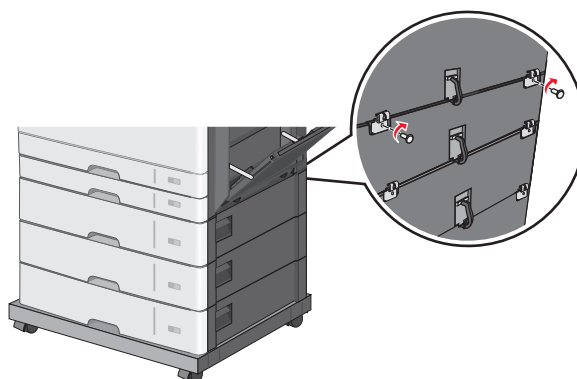
10 Insert the bases on the slots at the sides of the caster base and secure them with screws.
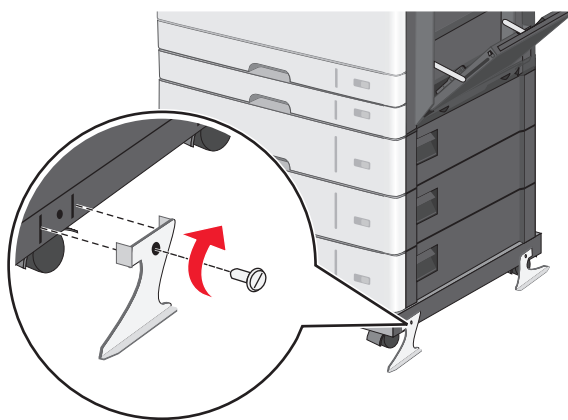
11 Turn the printer back on.

12 Set the printer software to recognize the optional input source.

For more information, see "Adding available options in the print driver" on page 53.

Attaching cables

⚠ **CAUTION—POTENTIAL INJURY:** 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.

Connect the printer to the computer using a USB cable or Ethernet cable.

Be sure to match the following:

- The USB symbol on the cable with the USB symbol on the printer
- The appropriate Ethernet cable to the Ethernet port
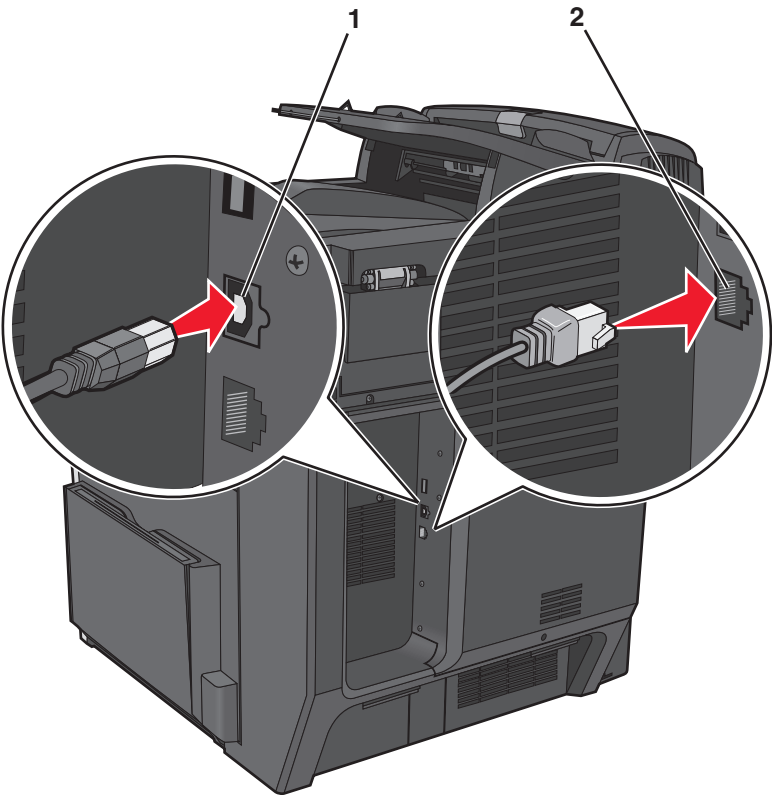
1	USB port
	Warning—Potential Damage: Do not touch the USB cable, any network adapter, or the printer in the area shown while actively printing. A loss of data or a malfunction can occur.
2	Ethernet port

Verifying printer setup

Once 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:

> **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.

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 , 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. Wireless Encryption Protocol (WEP) and Wi-Fi Protected Access (WPA) 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.
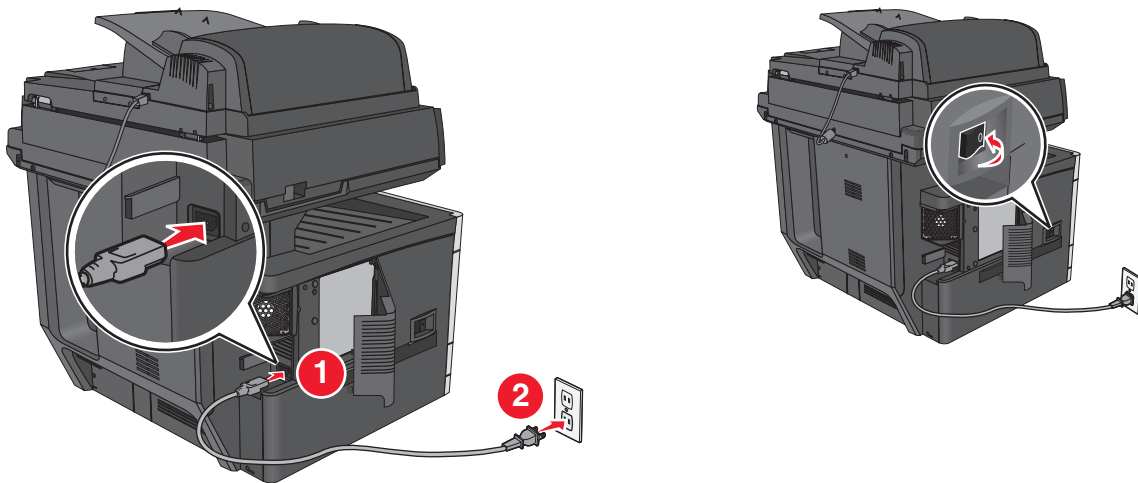
Note: Make sure the printer and the computer are fully on and ready.

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.
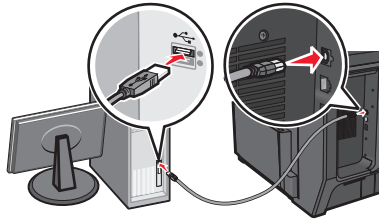
   Note: After the printer is configured, the software will instruct you to disconnect the temporary USB cable so you can print wirelessly.

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.
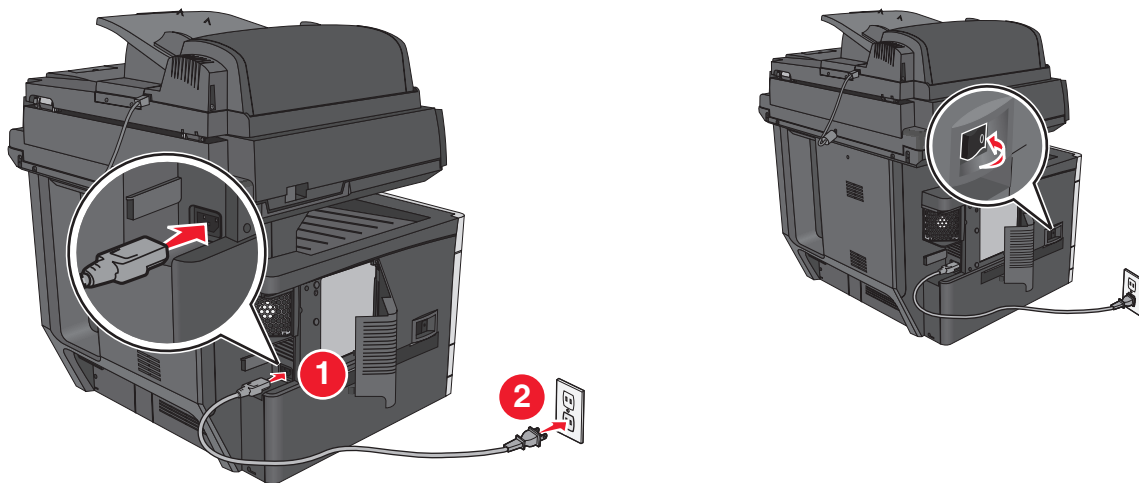
2 Locate the printer MAC address.

    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 ISP

Notes:

- If the printer has a static IP address, then you do not need to make any changes.
- If the computers are configured to use the network name, instead of an IP address, then you do not need to make any changes.
- 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.

For Windows users

1 Open the printers folder.

2 From the shortcut menu of the printer with the new ISP, open the printer properties.

3 Configure the port from the list.

4 Update the IP address.

5 Apply the changes.

For Macintosh users

1 From System Preferences in the Apple menu, navigate to the list of printers, and then select **+** > **IP**.

2 Type the IP address in the address field.

3 Apply the changes.

Setting up serial printing (Windows only)

After installing the serial or communication (COM) port, configure the printer and the computer.

Note: Serial printing reduces print speed.

1 Set the parameters in the printer.

    a From the 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 settings.

2 From your computer, open the printers folder, and then select your printer.

3 Open the printer properties, and then select the COM port from the list.

4 Set the COM port parameters in Device Manager.

Use the Run dialog box to open the command prompt, and then type `devmgmt.msc`.

Minimizing your printer's environmental impact

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 63.

Using recycled paper

As an environmentally conscious company, Lexmark supports the use of recycled office paper produced specifically for use in laser/LED printers. For more information on recycled papers that work well with your printer, see "Using recycled paper and other office papers" on page 78.

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 236</u>.

Saving energy

Using Eco‑Mode

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** > **General Settings** > **Eco‑Mode** > select a setting > **Submit**.

Choose	To
Off	Use factory default settings for all settings associated with Eco-Mode. This setting supports the performance specifications of your 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. • When the printer enters Sleep mode, the printer control panel display and the standard exit bin lights are turned off. • If scanning is supported, the scanner lamps are activated only when a scan job is started.
Energy/Paper	Use all the settings associated with Energy mode and Paper mode.
Paper	• Enable the automatic duplex feature. • Turn off print log features.

Reducing printer noise

To select a Quiet Mode setting 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** > **General Settings** > **Quiet Mode** > select a setting > **Submit**.

Choose	To
Off **Note:** Selecting **Photo** from the 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 your printer.
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, 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.

Adjusting Sleep mode

1 From the home screen, navigate to:

[icon] > **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 operating mode. When operating in Hibernate mode, the printer is essentially off, and all other systems and devices are powered down safely.

Note: The Hibernate and Sleep modes can be scheduled.

Using the Embedded Web Server

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** > **General Settings** > **Sleep Button Settings**.

3 From the Press Sleep Button or Press and Hold Sleep Button drop-down, select **Hibernate**.

4 Click **Submit**.

Using the printer control panel

1 From the home screen, navigate to:

⊞ > **Settings** > **General Settings** > **Press Sleep Button** or **Press and Hold Sleep Button** > **Hibernate**

2 Touch **Submit**.

Adjusting the brightness of the printer display

To save energy, or if you have trouble reading the display, adjust its brightness settings.

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 in the TCP/IP section in the Network/Ports menu. 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**.

3 In the Screen Brightness field, enter the brightness percentage you want for the display.

4 Click **Submit**.

Setting the standard exit bin light

To save energy, you can dim or turn off the output lighting for the standard exit bin.

Available settings are Off, Dim, and Bright.

The factory default setting for Normal/Standby Mode is Bright.

When Eco-Mode is set to Energy or Energy/Paper, then the light setting is Dim.

When in Sleep Mode, then the light is off.

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, 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** > **General Settings** > **Output Lighting**.

3 From the Normal/Standby Mode list, select the light setting for the standard exit bin when in Ready or Standby mode.

4 Click **Submit**.

Using the printer control panel

1 From the home screen, navigate to:

▤ > **Settings** > **General Settings** > **Output Lighting**

2 Touch the arrow button next to `Normal/Standby Mode` to select the light settings for the standard exit bin when in Ready or Standby Mode.

3 Touch **Submit**.

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.

Loading paper and specialty media

Setting the paper size and type

The Paper Size setting is automatically sensed according to the position of the paper guides in each tray except the multipurpose feeder. The Paper Size setting for the multipurpose feeder must be set manually from the Paper Size menu. The Paper Type setting must be set manually for all trays that do not contain plain paper.

From the home screen navigate to:

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

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 maximum setting for Portrait Width and Portrait Height is 3–48 inches.

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 a standard 150-sheet (Tray 1) and 250-sheet tray (Tray 2), and it may have one or more optional 550-sheet trays. All 550-sheet trays support the same paper sizes and types.

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

1 Pull the tray out.
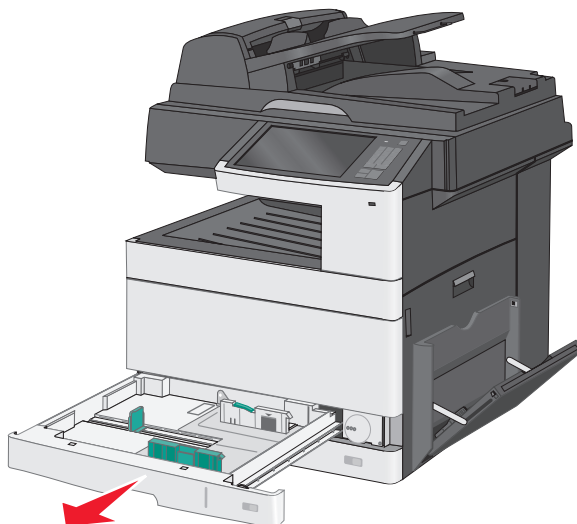
Notice the size indicators at the bottom of the tray. Use these indicators to help position the guides.
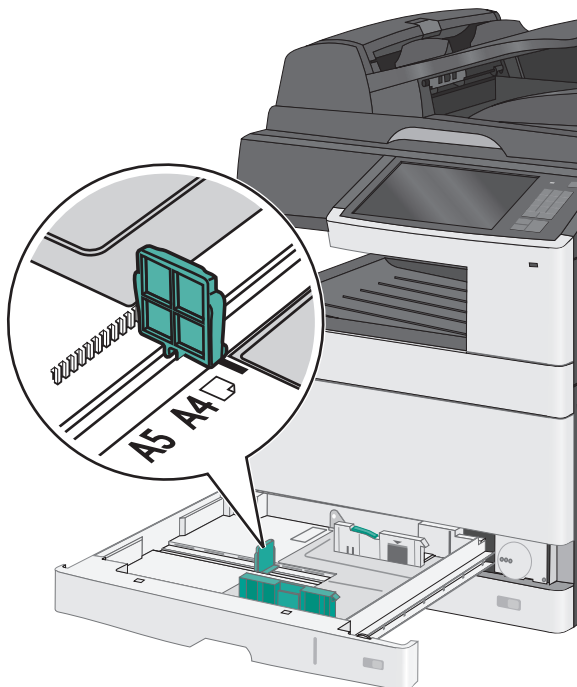
2 Make sure to release the width guide lock at the rear of the tray. Squeeze and then slide the width guide to the correct position for the paper size you are loading.
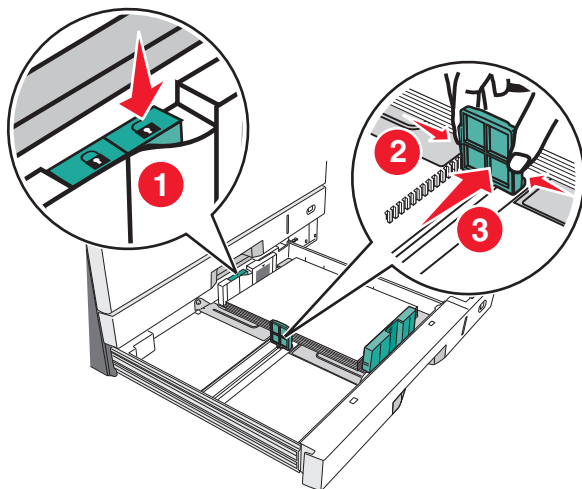
Note: Always use the width guide lock at the rear of the tray to prevent the margins from being knocked out of adjustment.

3 Squeeze and then slide the length guide to the correct position for the paper size you are loading.
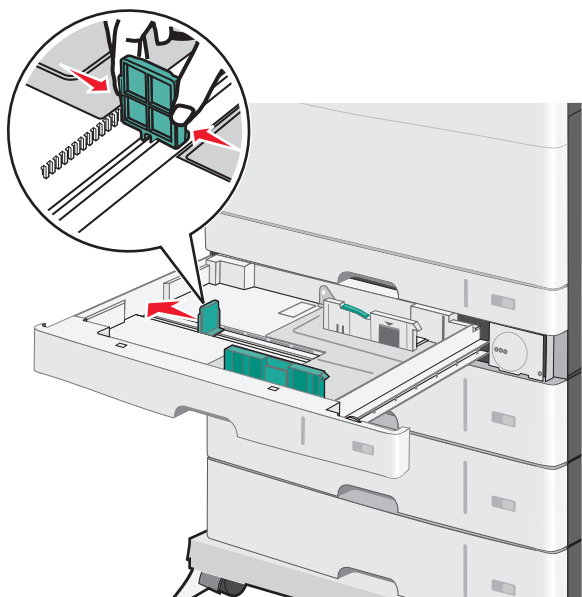
4 Flex the sheets back and forth to loosen them. Do not fold or crease the paper. Straighten the edges on a level surface.
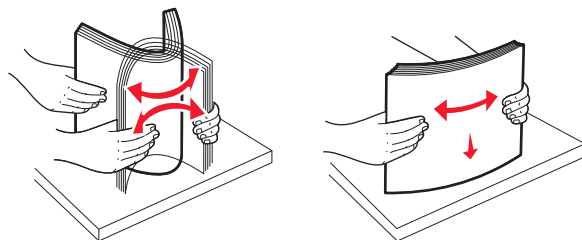
5 Load the paper stack with the recommended print side faceup.

Notes:

- If the paper is longer than A4, then load it in short-edge orientation.
- If the paper is shorter than A4, then load it in long-edge orientation.
- Make sure the paper is below the maximum fill line located on the edge of the paper tray. Overloading the tray can cause paper jams and possible printer damage.
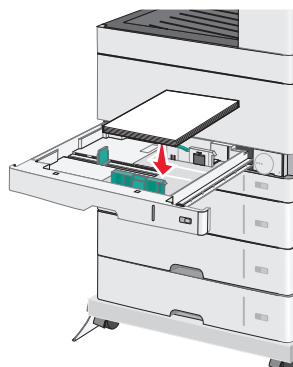
Long-edge orientation	**Short-edge orientation**
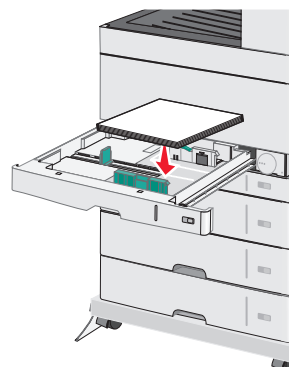
6 Adjust both the width and length guides to lightly touch the edge of the paper stack. Make sure the paper fits loosely in the tray, lies flat, and is not bent or wrinkled.

7 Turn the wheel clockwise to set the paper size.
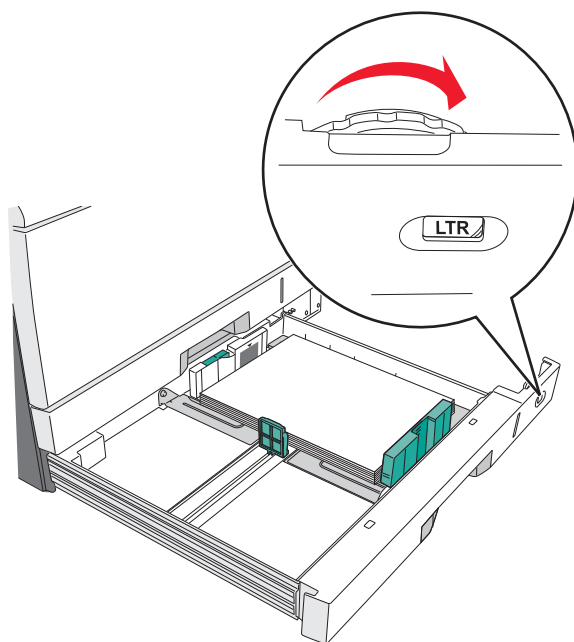
8 Lock the width guide.
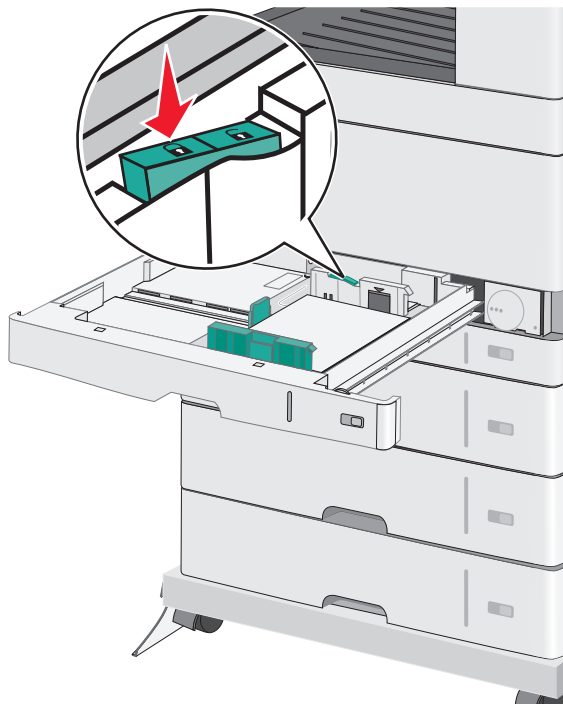
9 Insert the tray.
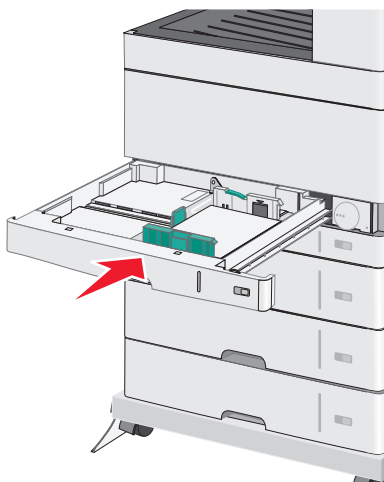
10 From the printer control panel, verify the Paper Size and Paper Type for the tray based on the paper you loaded.

Loading the multipurpose feeder

The multipurpose feeder can hold several sizes and types of print media, such as transparencies, labels, card stock, and envelopes. It can be used for single-page or manual printing, or as an additional tray.

The multipurpose feeder can hold approximately:

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

- 20 transparencies

Note: Do not add or remove paper or specialty media when the printer is printing from the multipurpose feeder or when the printer control panel indicator light is blinking. Doing so may cause a jam.

1 Pull down the multipurpose feeder door.

2 Gently pull the extension until it is fully extended.
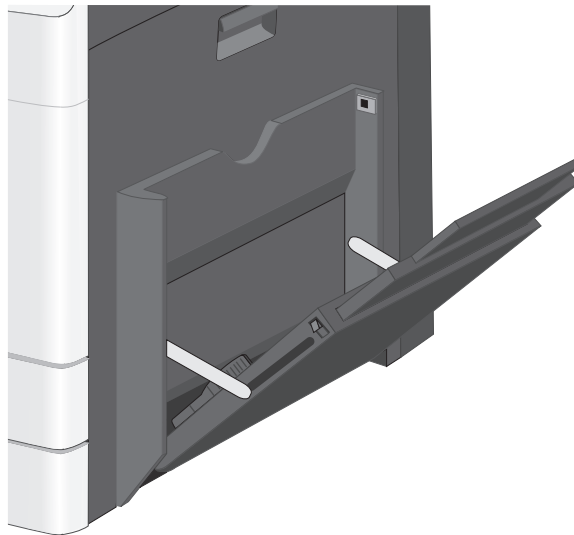
3 Flex the sheets of paper or specialty media back and forth to loosen them. Do not fold or crease them. Straighten the edges on a level surface.

Paper
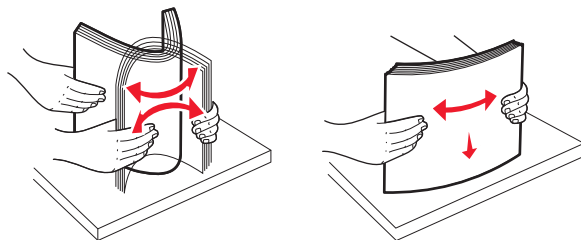
Envelopes
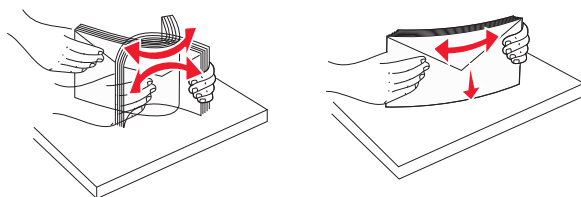
Transparencies

Note: Avoid scratching or touching the print side.
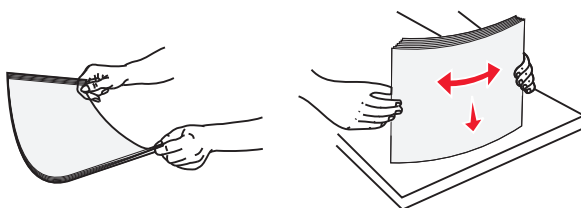
4 Load the paper or specialty media. Slide the stack gently into the multipurpose feeder until it comes to a stop.

Notes:

- Load A3-, A6-, 11x17, JIS B4-, Statement- and legal-size media in short-edge orientation.
- Load A4-, A5-, Exec-, JIS B5- and letter-size media in long-edge orientation.
- Load envelopes flap side up in short-edge orientation.
- Do not exceed the maximum amount of media that the multipurpose feeder can hold.
- Load only one size and type of paper at a time.
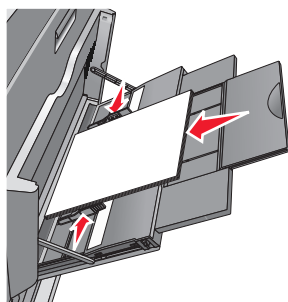
Long-edge orientation   **Short-edge orientation**
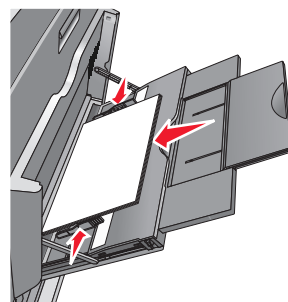
Warning—Potential Damage: Never use envelopes with stamps, clasps, snaps, windows, coated linings, or self-stick adhesives. These envelopes may severely damage the printer.

5 Adjust the width guide to lightly touch the edge of the stack. Make sure the paper or specialty media fits loosely in the multipurpose feeder, lies flat, and is not bent or wrinkled.
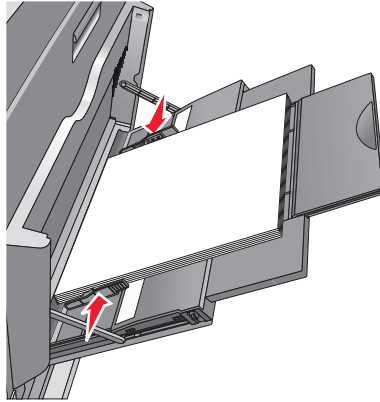
6 From the printer control panel, set the Paper Size and Paper Type for the multipurpose feeder (MP Feeder Size and MP Feeder Type) based on the paper or specialty media loaded.

Linking and unlinking trays

Linking trays

Tray linking is useful for large print jobs or for printing multiple copies. When one linked tray is empty, paper feeds from the next linked tray. When the Paper Size and Paper Type settings are the same for any trays, the trays are automatically linked. The Paper Size setting is automatically sensed according to the position of the paper guides in each tray except Tray 1 and the multipurpose feeder. The Paper Size setting for the multipurpose feeder must be set manually from the Paper Size menu. The Paper Type setting must be set for all trays from the Paper Type menu. The Paper Type menu and the Paper Size menu are both available from the Paper Size/Type menu.

Unlinking trays

Note: Trays that do not have the same settings as any other tray are not linked.

Change one of the following tray settings:

- Paper Type

  Paper Type names describe the paper characteristics. If the name that best describes your paper is used by linked trays, assign a different Paper Type name to the tray, such as Custom Type [x], or define your own custom name.

- Paper Size

  Load a different paper size to automatically change the Paper Size setting for a tray. Paper Size settings for the multipurpose feeder are not automatic; they must be set manually from the Paper Size menu.

Warning—Potential Damage: Do not assign a Paper Type name that does not accurately describe the type of paper loaded in a tray. The temperature of the fuser varies according to the specified Paper Type. Prints may not be properly processed if an inaccurate Paper Type is selected.

Creating a custom name for a paper type

1 From the home screen, navigate to:

▤ > **Paper Menu** > **Custom Names**

2 Type a custom paper type name, and then apply the changes.

3 Touch **Custom Types**, and then verify if the new custom paper type name has replaced the custom name.

Assigning a custom paper type

Using the Embedded Web Server

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 Types**.

3 Select a custom paper type name, and then select a paper type.

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

4 Click **Submit**.

Using the printer control panel

1 From the home screen, navigate to:

▤ > **Paper Menu** > **Custom Types**

2 Select a custom paper type name, and then select a paper type.

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

3 Touch **Submit**.

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 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 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** > **Paper Menu** > **Custom Types** > select the custom name you want to configure > select a paper or specialty media type > **Submit**.

Paper and specialty media guidelines

Paper guidelines

Paper characteristics

The following paper characteristics affect print quality and reliability. Consider these factors before printing on them:

Weight

The printer trays and multipurpose feeder can automatically feed paper weights between 60–176 g/m^2 (16–47-lb) grain long paper. The 2100-sheet tray can automatically feed paper weights up to 60–135 g/m^2 (16–36-lb) grain long paper. Paper lighter than 60 g/m^2 (16 lb) might not be stiff enough to feed properly, and may cause jams.

Note: Two-sided printing is supported for 60–176 g/m^2 (16–47-lb) 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; smoothness between 150 and 250 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.

Store paper 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 60–176 g/m^2 (16–47-lb) paper, grain long paper 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 grain long for 60–90-g/m^2 (16–24-lb) paper.
- Use only forms and letterhead printed using an offset lithographic or engraved printing process.
- Avoid paper with rough or heavily textured surfaces.
- 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.
- Print samples on preprinted forms and letterheads considered for use before buying large quantities. This determines whether or not the ink in the preprinted form or letterhead will affect print quality.
- When in doubt, contact your paper supplier.

Using recycled paper and other office papers

As an environmentally conscious company, Lexmark supports the use of recycled office paper produced specifically for use in laser and LED (electrophotographic) printers. In 1998, Lexmark presented to the US government a study demonstrating that recycled paper produced by major mills in the US fed as well as non-recycled paper. However, no blanket statement can be made that *all* recycled paper will feed well.

Lexmark consistently tests its printers with recycled paper (20–100% post-consumer waste) and a variety of test paper from around the world, using chamber tests for different temperature and humidity conditions. Lexmark has found no reason to discourage the use of today's recycled office papers, but generally the following property guidelines apply to recycled paper.

- Low moisture content (4–5%)
- Suitable smoothness (100–200 Sheffield units, or 140–350 Bendtsen units, European)

  Note: Some much smoother papers (such as premium 24 lb laser and LED papers, 50–90 Sheffield units) and much rougher papers (such as premium cotton papers, 200–300 Sheffield units) have been engineered to work very well in laser and LED printers, despite surface texture. Before using these types of paper, consult your paper supplier.

- Suitable sheet-to-sheet coefficient of friction (0.4–0.6)
- Sufficient bending resistance in the direction of feed

Recycled paper, paper of lower weight (<60 g/m^2 [16 lb bond]) and/or lower caliper (<3.8 mils [0.1 mm]), and paper that is cut grain-short for portrait (or short-edge) fed printers may have lower bending resistance than is required for reliable paper feeding. Before using these types of paper for laser or LED (electrophotographic) printing, consult your paper supplier. Remember that these are general guidelines only and that paper meeting these guidelines may still cause paper feeding problems in any laser or LED printer (for example, if the paper curls excessively under normal printing conditions).

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 percent. Most label manufacturers recommend printing in a temperature range of 18–24°C (65–75°F) with relative humidity between 40 and 60 percent.
- Store paper in cartons, 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.
- Take paper out of the carton or wrapper only when you are ready to load it in the printer. The carton and wrapper help keep the paper clean, dry, and flat.

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: To use a paper size that is unlisted, configure a Universal Paper Size.

Supported paper sizes

Paper size and dimension	150-sheet tray	250-sheet tray	520-sheet tray	MP Feeder	Manual Paper	Manual Envelope	Duplex	ADF	Scanner glass
A4 210 x 296.93 mm (8.27 x 11.69 in.)	✓	✓[1]	✓[1]	✓[3]	✓[3]	✓	✓	✓	✓
A5 148.08 x 210 mm (5.83 x 8.27 in.)	X	✓[1]	✓[1]	✓[3]	✓[3]	X	✓	✓[1]	✓[1]
A6 105 x 148.08 mm (4.13 x 5.83 in.)	X	X	X	✓[3]	✓[3]	X	X	X	✓[1]
JIS B5 182 x 257 mm (7.17 x 10.1 in.)	X	✓	✓	✓[3]	✓[3]	X	✓	✓[1]	✓[1]
Letter 216 x 279 mm (8.5 x 11 in.)	✓	✓[2]	✓[2]	✓[3]	✓[3]	X	✓	✓	✓
Legal 216 x 356 mm (8.5 x 14 in.)	✓	✓	✓	✓[3]	✓[3]	X	✓	✓[2]	✓[2]
Executive 184 x 267 mm (7.25 x 10.5 in.)	X	X	X	✓[3]	✓[3]	X	✓	✓[2]	✓[2]
JIS B4 257 x 364 mm (10.12 x 14.33 in.)	✓	✓	✓	✓[3]	✓[3]	X	✓	✓	✓[1]
A3 296.93 x 420 mm (11.69 x 16.54 in.)	✓	✓	✓	✓[3]	✓[3]	X	✓	✓	✓

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

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

[3] Source supports size without *size sensing*.

[4] Source supports size with *size sensing*.

Paper size and dimension	150-sheet tray	250-sheet tray	520-sheet tray	MP Feeder	Manual Paper	Manual Envelope	Duplex	ADF	Scanner glass
11x17 279 x 432 mm (11 x 17 in.)	✓	✓[2]	✓[2]	✓[3]	✓[3]	X	✓	✓	✓
Oficio (México) 216 x 340 mm (8.5 x 13.4 in.)	X	X	X	✓[3]	✓[3]	X	✓	✓[4]	✓[4]
Folio 216 x 330 mm (8.5 x 13 in.)	X	X	X	✓[3]	✓[3]	X	✓	✓[1]	✓[1]
Statement 140 x 216 mm (5.5 x 8.5 in.)	X	X	X	✓[3]	✓[3]	X	✓	✓[2]	✓[2]
Universal 89.92–296.93 mm x 148.08–1219.20 mm (3.54–11.69 x 5.83–48 in.)	X	X	X	✓[3]	✓[3]	X	✓	✓[4]	✓[4]
7 3/4 Envelope (Monarch) 98 x 191 mm (3.875 x 7.5 in.)	X	X	X	✓[3]	X	✓	X	X	X
9 Envelope 98 x 226 mm (3.875 x 8.9 in.)	X	X	X	✓[3]	X	✓	X	X	X
Com 10 Envelope 105 x 241 mm (4.12 x 9.5 in.)	X	X	X	✓[3]	X	✓	X	X	X
DL Envelope 110 x 220 mm (4.33 x 8.66 in.)	X	X	X	✓[3]	X	✓	X	X	X
C5 Envelope 162 x 229 mm (6.38 x 9.01 in.)	X	X	X	✓[3]	X	✓	X	X	X
B5 Envelope 176 x 250 mm (6.93 x 9.84 in.)	X	X	X	✓[3]	X	✓	X	X	X

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

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

[3] Source supports size without *size sensing*.

[4] Source supports size with *size sensing*.

Paper size and dimension	150-sheet tray	250-sheet tray	520-sheet tray	MP Feeder	Manual Paper	Manual Envelope	Duplex	ADF	Scanner glass
Other Envelope 86 x 165 mm to 216 x 356 mm (3.375 x 6.50 in . to 8.5 x 14 in.)	X	X	X	✓[3]	X	✓	X	X	X
[1] Paper size is supported if set to metric.									
[2] Paper size is supported if set to US.									
[3] Source supports size without *size sensing*.									
[4] Source supports size with *size sensing*.									

Supported paper types and weights

The printer engine supports 60–120 g/m (16–74 lb) paper weights. The duplex unit supports 64–128 g/m (17–34 lb) paper weights.

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

Paper type	150-sheet tray	250-sheet tray	520-sheet tray	MP Feeder	Manual Paper	Manual Envelope	Duplex	ADF	Flatbed
Paper • Plain • Bond • Glossy • Heavy Glossy • Colored • Custom Type [x] • Letterhead • Light • Heavy • Preprinted • Rough/ Cotton • Recycled	✓	✓	✓	✓	✓	X	✓	✓	✓
Card stock	✓	✓	✓	✓	✓	X	X	X	✓
Transparencies	✓	✓	✓	✓	✓	X	X	X	✓
Labels • Paper • Vinyl	✓	✓	✓	✓	✓	X	X	X	✓
Envelopes	X	X	X	✓	X	✓	X	X	✓

Printing

Printing a document

Printing a document

1 From 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 options 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 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** > **Print Settings** > **Quality Menu** > **Toner Darkness**.

3 Adjust the toner darkness setting.

4 Click **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, 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.

The USB Drive home screen appears.
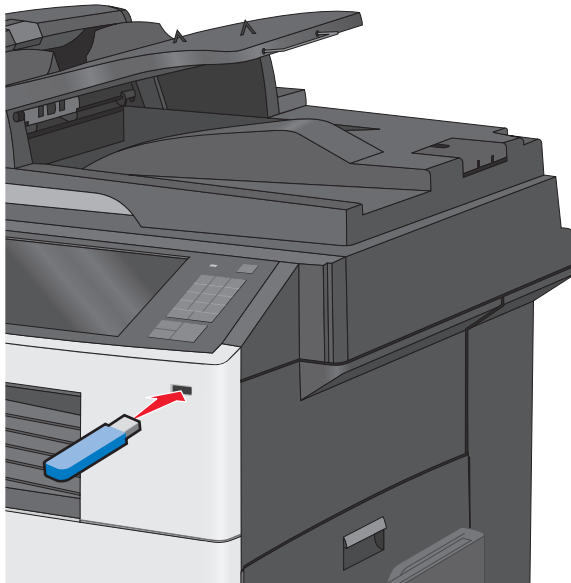
Notes:

- 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 **Print from USB**, and then select the document you want to print.

3 Touch the arrows to increase the number of copies to print, 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 FAT (*File Allocation Tables*) system. Devices formatted with NTFS (*New Technology File System*) or any other file system are not supported.	Documents: • .pdf • .xps Images: • .dcx • .gif • .JPEG • .jpg • .bmp • .pcx • .TIFF • .tif • .png

Printing on specialty media

Tips on using letterhead

- Use letterhead designed specifically for laser/LED printers.
- Print samples on the letterhead being considered for use before buying large quantities.
- Before loading letterhead, flex the sheets to prevent them from sticking together.
- Page orientation is important when printing on letterhead.

Source	Print side	Paper orientation
Standard and optional trays (simplex printing)	Preprinted letterhead design is placed faceup.	When feeding short edge, the top edge of the sheet with the logo is placed at the right side of the tray. When feeding long-edge, the letter head should go to the rear of the printer.
Standard and optional trays (duplex printing)	Preprinted letterhead design is placed facedown.	The top edge of the sheet with the logo is placed at the right side of the tray.
Multipurpose feeder (simplex printing)	Preprinted letterhead design is placed facedown.	The top edge of the sheet with the logo should enter the multipurpose feeder first.
Multipurpose feeder (duplex printing)	Preprinted letterhead design is placed faceup.	The top edge of the sheet with the logo should enter the multipurpose feeder last.

Note: Check with the manufacturer or vendor to determine whether the chosen preprinted letterhead is acceptable for laser/LED printers.

Tips on using transparencies

- Print samples on the transparencies being considered for use before buying large quantities.
- Feed transparencies from the standard tray or from the multipurpose feeder.
- From the Paper menu, set the Paper Type to Transparency.
- Use transparencies designed specifically for laser/LED printers. Transparencies must be able to withstand temperatures of 230°C (446°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 transparencies. For ordering information, see the Lexmark Web site at **www.lexmark.com**.

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 high printing temperature may wrinkle or seal envelopes.

Tips on using labels

Note: Use paper label sheets for occasional use only. 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, 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.

Printing confidential and other held jobs

Storing print jobs in the printer

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*.

Note: Confidential, Verify, Reserve, and Repeat print jobs may be deleted if the printer requires extra memory to process additional held jobs.

Print job type	Description
Confidential	Confidential lets you hold print jobs in the computer until you enter the PIN from the control panel. **Note:** The PIN is set from the computer. It must be four digits, using the numbers 0–9.
Verify	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	Reserve allows the printer to store print jobs for printing at a later time. The print jobs are held until deleted from the Help Jobs menu.
Repeat	Repeat prints *and* stores print jobs in the printer memory for reprinting.

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:

[icon] > **Reports** > **Print Directory**

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**—Prints in color unless Black Only is selected in the driver. Prints in black only if the Black Only driver setting is selected.
- **Max Yield**—Switches 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 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 **Configuration** > **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 Navigate to:

[icon] > **Settings** > **Print Settings** > **Setup Menu**

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

3 Touch **Submit**.

Canceling a print job

Canceling a print job from the printer control panel

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

2 Touch the print 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.

Canceling a print job from the computer

For Windows users

1 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 or click **Start**, and then click **Run**.
>
> **b** In the Start Search or Run dialog, type **control printers**.
>
> **c** Press **Enter**, or click **OK**.
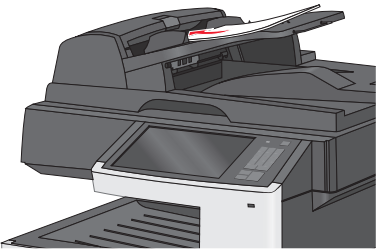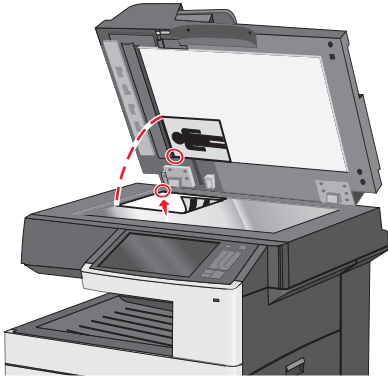
2 Double-click the printer icon.

3 Select the print job you want to cancel.

4 Click **Delete**.

For Macintosh users

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

- **System Preferences** > **Print & Scan** > select your printer > **Open Print Queue**
- **System Preferences** > **Print & Fax** > select your printer > **Open Print Queue**

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

Copying

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).

Making copies

Making a quick 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 Adjust the paper guides when loading a document into the ADF.

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 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** > **Scan the Next Page** or **Finish the Job**

Copying on transparencies or letterhead

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

2 From the home screen, navigate to:

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

3 Touch **Copy to**, and then select the tray or feeder that contains the specialty media.

If you select the multipurpose feeder, then specify the size and type of the paper loaded.

4 Apply the changes, and then send the job.

Customizing copy settings

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.
- **Graphic**—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**—Use when the original document was printed using a black/white laser printer.
- **Inkjet**—Use when the original document was printed using a 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.

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** > **Separator Sheets**

Note: Collate must be set to On for the separator sheets to be placed between copies. If Collate is set to Off, then the separator sheets are added to the end of the print job.

4 Select one of the following:

- **Between Copies**
- **Between Jobs**
- **Between Pages**
- **Off**

5 Touch , and then **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 ❌ on the keypad.

2 Touch the 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.

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.
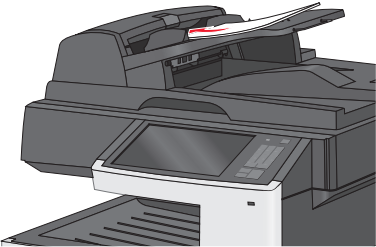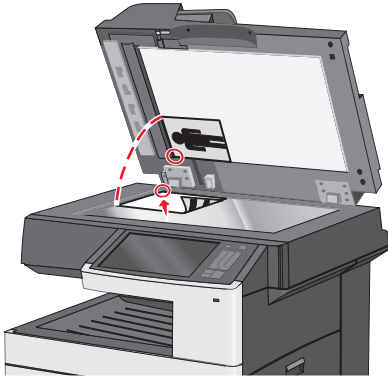
Save As Shortcut

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

Using the advanced options

These options, among other things, allow you to customize the advanced imaging settings, combine multiple jobs into one, and clean the edges of the document.

E-mailing

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 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 touch screen

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 and number are correct, and then touch **OK**.

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

E-mailing a document

Sending an e-mail using the touch screen

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 facedown into the ADF tray or 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)** > 📖

4 Search for the e-mail shortcut or address.

5 Apply the changes, and then send the job.

Customizing e-mail settings

Adding e-mail subject and message information

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

Notes:

- Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF tray. Place these items on the scanner glass.
- The ADF indicator light comes on when the paper is loaded properly.

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

3 From the home screen, navigate to:

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

4 Touch **Subject**, then type the e-mail subject, and then touch **Done**.

5 Touch **Message**, then type your message, and then touch **Done**.

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, and then apply the changes.

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.
- When "Original Size" is set to Auto Size Sense, the scanner automatically determines the size of the original document.

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.

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.
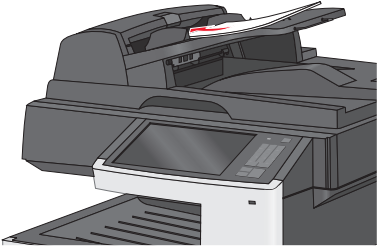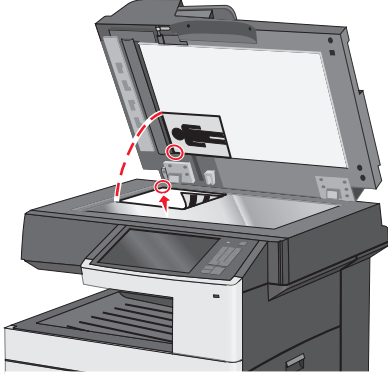
Scan Preview

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.

Using the advanced options

These options, among other things, allow you to customize advanced imaging settings, combine multiple jobs into one, and clean the edges of a document.

Faxing

Note: Faxing is available only in some printer models.

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.

The following connection methods are applicable only in some countries or regions.

Note: During the initial printer setup, deselect Fax 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.
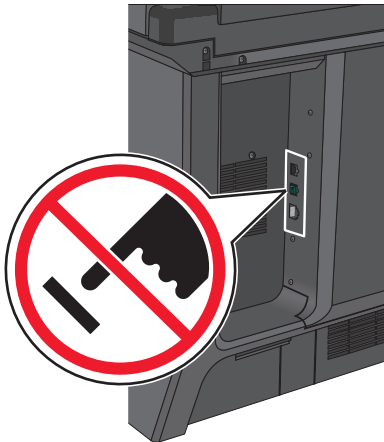
Initial fax setup

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**.

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.
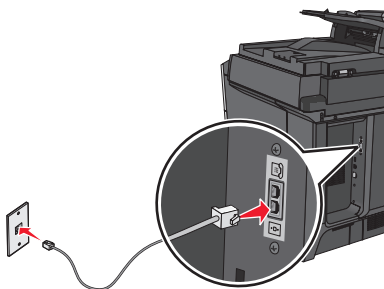
Connecting to a DSL service

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.
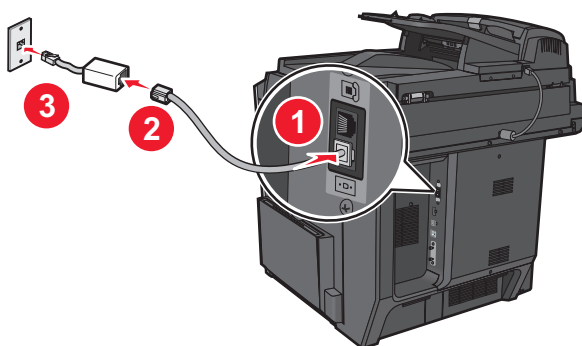
Connecting to a PBX or ISDN system

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 company. This service lets you 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 scanner to the scanner LINE port.

2 Connect the other end of the telephone cable to an active analog telephone wall jack.
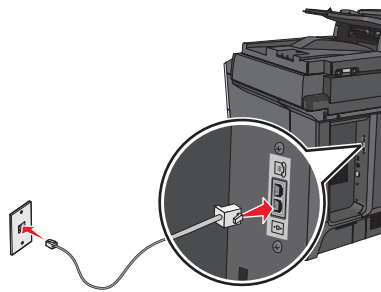
3 Change the distinctive rings setting to match the setting you want for the scanner to answer.

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

a From the home screen, navigate to:

> **Settings** > **Fax Settings** > **Analog Fax Setup**

b From the Answer On field, select the distinctive rings setting you want, 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.
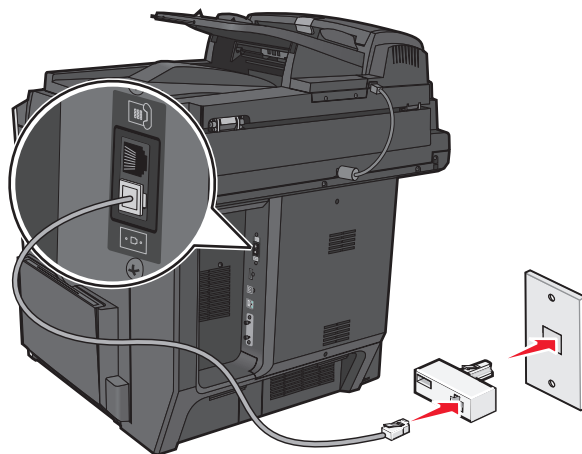
Setting the outgoing fax or station name and number

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 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 Select the **Automatically Observe DST** checkbox, and then enter the DST start and end dates in the Custom Time Zone Setup section.

4 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 touch screen

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

   To create a group of fax numbers, touch **Next number**, and then enter the next fax number.

4 Navigate to:

   📧 > enter a name for the shortcut > **Done** > **OK** > **Fax It**

Sending a fax

Sending a fax using the touch screen

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" box. Use this feature if you need to dial an outside line first.

5 Touch **Fax It**.

Sending a fax using the computer

For Windows users

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

2 Select the printer, and then click **Properties**, **Preferences**, **Options**, or **Setup**.

3 Click **Fax** > **Enable fax**, and then enter the recipient fax number or numbers.

4 If necessary, configure other fax settings.

5 Apply the changes, and then send the fax job.

Notes:

- The fax option is available only with the PostScript driver or the Universal Fax Driver. For more information, go to **http://support.lexmark.com**.
- To use the fax option with the PostScript driver, configure and enable it in the Configuration tab.

For Macintosh users

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

2 Select the printer.

3 Enter the recipient fax number, and then configure other fax settings, if necessary.

4 Send the fax job.

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 facedown into the ADF or 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 > 🖼 > **Browse shortcuts**

4 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.

5 Touch **Done** > **Fax It**.

Customizing fax settings

Changing the fax resolution

Settings range from Standard (fastest speed) to Ultra Fine (slowest speed, 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 facedown, long edge first into the ADF tray or facedown on the scanner glass.

> **Notes:**
> - Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF tray. Place these items on the scanner glass.
> - The ADF indicator light comes on when the paper is loaded properly.

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

3 From the home screen, navigate to:

> **Fax** > enter the fax number > **Options**

4 Adjust the fax darkness, and then 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.

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 **Reports**.

3 Click **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.

Using the advanced options

These options, among other things, allow you to customize advanced imaging settings, combine multiple jobs into one, and clean the edges of a document.

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 scanner IP address in the address field.

   Notes:

   - View the scanner IP address on the scanner 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:
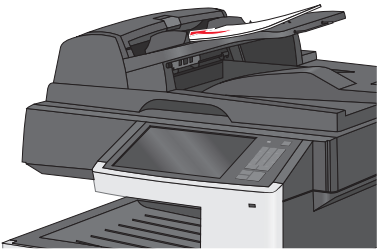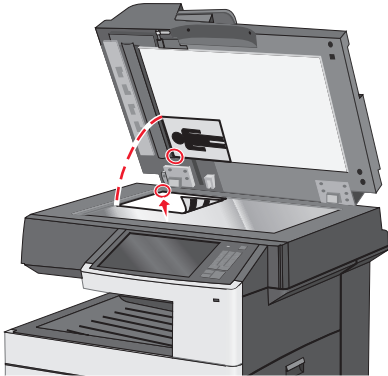
- **Fax**
- **E-mail**
- **FTP**
- **LDSS**
- **eSF**

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

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).

Creating shortcuts

Instead of entering the entire FTP site address on the printer 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. There are two methods for creating shortcut numbers: using the Embedded Web Server and using the printer touch screen.

Creating an FTP shortcut 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 Navigate to:

Settings > Other Settings area > **Manage Shortcuts** > **FTP Shortcut Setup**

3 Enter the appropriate information.

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

4 Enter a shortcut number.

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

5 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 touch screen

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**
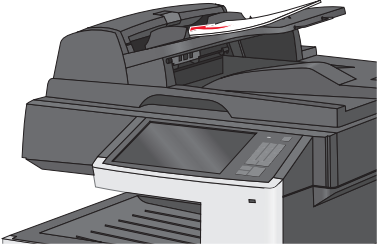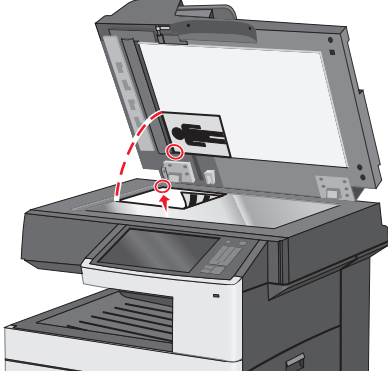
Scanning to an FTP address using a shortcut number

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**

Scanning to a computer or to a flash drive

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).

Scanning to a computer using the Embedded Web Server

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

> **Notes:**
>
> - View the scanner IP address on the scanner 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 **Scan Profile** > **Create Scan Profile**.

3 Select your scan settings, and then click **Next**.

4 Select a location on your computer where you want to save the scan image.

5 Type a scan name.

> **Note:** The scan name is the name that appears in the Scan Profile list on the display.

6 Click **Submit**.

> **Note:** Clicking **Submit** automatically assigns a shortcut number. You can use this shortcut number when you are ready to scan your documents.

7 Review the instructions on the Scan Profile screen.

   a Load an original document facedown, long edge first into the ADF tray or facedown on the scanner glass.

   > **Notes:**
   >
   > - Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF tray. Place these items on the scanner glass.
   > - The ADF indicator light comes on when paper is loaded properly.

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

    c Do either of the following:

- Press **#**, and then enter the shortcut number using the keypad.
  The scanner scans and sends the document to the directory you specified.

- From the scanner home screen, navigate to:
  Held Jobs > **Profiles** > locate your shortcut on the list.

8 View the file from the computer.

    Note: 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**.

Understanding the Scan Center features

The Scan Center software lets you modify scan settings and select where to send the scanned output. Scan settings modified with the Scan Center software can be saved and used for other scan jobs.

The following features are available:

- Scan and send images to your computer
- Convert scanned images to text
- Preview the scanned image and adjust the brightness and contrast
- Make larger scans without losing detail
- Scan two-sided documents

Using the ScanBack Utility

You can use the Lexmark ScanBack^{TM} Utility to create scan-to-PC profiles. The ScanBack Utility can be downloaded from the Lexmark Web site at **http://support.lexmark.com**.

1 Set up a scan-to-PC profile:

    a Launch the ScanBack Utility.

    b Select the scanner you want to use.

       If no scanners are listed, then contact your system support person to obtain a list, 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 final directions.
- **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 original documents:

   a Load original documents in the ADF or on the scanner glass.

   b From the scanner control panel, navigate to:

   Scan/Email > **Profiles** > select your scan profile > **Submit**

Note: The scanned image is saved in a directory or launched in the application you specified.

Understanding 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.

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.

Darkness

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

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.

Using the advanced options

These options, among other things, allow you to customize the advanced imaging settings, combine multiple jobs into one, and clean the edges of the document.

Understanding the printer menus

Menus list

Supplies	Paper Menu	Reports	Network/Ports
Replace Supply	Default Source	Menu Settings Page	Active NIC
Cyan Cartridge	Paper Size/Type	Device Statistics	Standard Network or Network [x][1]
Magenta Cartridge	Configure MP	Network Setup Page	Standard USB
Yellow Cartridge	Substitute Size	Network [x] Setup Page	Parallel [x]
Black Cartridge	Paper Weight	Shortcut List	Serial [x]
Cyan Imaging Unit	Paper Loading	Fax Job Log	SMTP Setup
Magenta Imaging Unit	Custom Types	Fax Call Log	
Yellow Imaging Unit	Custom Names	Copy Shortcuts	
Black Imaging Unit	Custom Scan Sizes	E-mail Shortcuts	
Separator Pick Assembly and Roller	Universal Setup	Fax Shortcuts	
Waste Toner Bottle		FTP Shortcuts	
Fuser		Profiles List	
Transfer Module		Print Fonts	
Maintenance Kit		Print Directory	
		Asset Report	

Security	Settings	Help	Manage Shortcuts
Edit Security Setups	General Settings	Print All Guides	Fax Shortcuts
Miscellaneous Security Settings	Copy Settings	Copy Guide	E-mail Shortcuts
Confidential Print	Fax Settings	E-mail Guide	FTP Shortcuts
Erase Temporary Data Files	E-mail Settings	Fax Guide	Copy Shortcuts
Security Audit Log	FTP Settings	FTP Guide	Profile Shortcuts
Set Date and Time	Flash Drive Menu	Print Defects Guide	
	Print Settings	Information Guide	
		Supplies Guide	

Option Card Menu

A list of installed *download emulators* (DLEs) 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

Menu item	Description

Replace Supply
  Separator Pick Assembly and Roller
  Waste Toner Bottle
	Lets you reset the supply counter for the separator pick assembly and roller
	
	• Select **Yes** to reset the supply counter.
	• Select **No** to exit.

Cyan Cartridge
  Early Warning
  Low
  Invalid
  Near End of Life
  Replace
  Missing
  Defective
  OK
  Unsupported
	Shows the status of the cyan toner cartridge

Magenta Cartridge
  Early Warning
  Low
  Invalid
  Near End of Life
  Replace
  Missing
  Defective
  OK
  Unsupported
	Shows the status of the magenta toner cartridge

Yellow Cartridge
  Early Warning
  Low
  Invalid
  Near End of Life
  Replace
  Missing
  Defective
  OK
  Unsupported
	Shows the status of the yellow toner cartridge

Menu item	Description
Black Cartridge Early Warning Low Invalid Near End of Life Replace Missing Defective OK Unsupported	Shows the status of the black toner cartridge
Cyan Imaging Unit Early Warning Low Replace Missing OK	Shows the status of the cyan imaging unit
Magenta Imaging Unit Early Warning Low Replace Missing OK	Shows the status of the magenta imaging unit
Yellow Imaging Unit Early Warning Low Replace Missing OK	Shows the status of the yellow imaging unit
Black Imaging Unit Early Warning Low Replace Missing OK	Shows the status of the black imaging unit
Separator Pick Assembly and Roller OK Replace	Shows the status of the separator pick assembly and roller
Waste Toner Bottle Near Full Replace Missing OK	Shows the status of the waste toner bottle

Menu item	Description
Fuser Early Warning Low Replace Missing OK	Shows the status of the fuser
Transfer Module Early Warning Low Replace Missing OK	Shows the status of the transfer module
Maintenance Kit OK Replace	Shows the status of the maintenance kit

Paper menu

Default Source menu

Menu item	Description
Default Source Tray [x] MP Feeder Manual Paper Manual Envelope	Sets 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. • If the same size and type of paper are in two trays and the Paper Size and Paper Type settings match, then the trays are automatically linked. When one tray is empty, the print job continues using the linked tray.

Paper Size/Type menu

Menu item	Description
Tray [x] Size (LEF) Letter Legal JIS B4 A3 11 x 17 Universal (LEF) A4	Specifies the paper size loaded in each tray **Notes:** • Letter is the US factory default setting. A4 is the international factory default setting. • For trays with automatic size sensing, only the size detected by the hardware appears. • If the same size and type of paper are in two trays and the Paper Size and Paper Type settings match, then the trays are automatically linked. When one tray is empty, the print job continues using the linked tray.
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 Paper Custom Type [x]	Specifies 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 appears instead of Custom Type [x]. • If the same size and type of paper are in two trays and the Paper Size and Paper Type settings match, then the trays are automatically linked. When one tray is empty, the print job continues using the linked tray.
Note: Only installed trays are listed in this menu.	

Menu item	Description
MP Feeder Size Letter Legal Executive JIS B4 A3 11 x 17 Oficio (México) Folio Statement Universal 7 3/4 Envelope 9 Envelope 10 Envelope DL Envelope C5 Envelope B5 Envelope Other Envelope A4 A5 A6 JIS B5	Specifies 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 to appear as a menu setting.
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 Paper Custom Type [x]	Specifies the type of paper loaded in the multipurpose feeder **Notes:** • Plain Paper 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.
Note: Only installed trays are listed in this menu.	

Menu item	Description
Manual Paper Size Letter Legal Executive JIS B4 A3 11 x 17 Oficio (México) Folio Statement Universal A4 A5 A6 JIS B5	Specifies the size of the paper loaded manually **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 Rough/Cotton Paper Custom Type [x]	Specifies the type of paper loaded manually **Note:** Plain Paper is the factory default setting.
Manual Envelope Size 10 Envelope DL Envelope C5 Envelope B5 Envelope 7 3/4 Envelope 9 Envelope Other Envelope	Specifies the size of the envelope loaded manually **Note:** 10 Envelope is the US factory default setting. DL Envelope is the international factory default setting.
Note: Only installed trays are listed in this menu.	

Menu item	Description
Manual Envelope Type Envelope Rough Envelope Custom Type [x]	Specifies the type of envelope loaded manually **Note:** Envelope is the factory default setting.
Note: Only installed trays are listed in this menu.	

Configure MP menu

Menu item	Description
Configure MP Cassette Manual First	Determines 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

Menu item	Description
Substitute Size All Listed Off Statement/A5 Letter/A4 11 x 17/A3	Substitutes 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 a Change Paper message appearing.

Paper Weight menu

Menu item	Description
Plain Weight Normal Heavy Light	Specifies the relative weight of the plain paper loaded **Note:** Normal is the factory default setting.
Card Stock Weight Normal Heavy Light	Specifies the relative weight of the card stock loaded **Notes:** • Normal is the factory default setting. • Settings appear only if card stock is supported.

Menu item	Description
Transparency Weight Normal Heavy Light	Specifies the relative weight of the transparencies loaded **Note:** Normal is the factory default setting.
Recycled Weight Normal Heavy Light	Specifies the relative weight of the recycled paper loaded **Note:** Normal is the factory default setting.
Glossy Weight Normal Heavy Light	Specifies the relative weight of the glossy paper loaded **Note:** Normal is the factory default setting.
Heavy Glossy Weight Heavy	Specifies the relative weight of the glossy paper loaded **Note:** Heavy is the factory default setting.
Labels Weight Normal Heavy Light	Specifies the relative weight of the labels loaded **Note:** Normal is the factory default setting.
Vinyl Labels Weight Normal Heavy Light	Specifies the relative weight of vinyl labels loaded **Note:** Normal is the factory default setting.
Bond Weight Normal Heavy Light	Specifies the relative weight of the bond paper loaded **Note:** Normal is the factory default setting.
Envelope Weight Normal Heavy Light	Specifies the relative weight of the envelopes loaded **Note:** Normal is the factory default setting.
Rough Envelope Weight Heavy Light Normal	Specifies the relative weight of the envelopes loaded **Note:** Heavy is the factory default setting.
Letterhead Weight Normal Heavy Light	Specifies the relative weight of the letterhead loaded **Note:** Normal is the factory default setting.
Preprinted Weight Normal Heavy Light	Specifies the relative weight of the preprinted paper loaded **Note:** Normal is the factory default setting.

Menu item	Description

Colored Weight
  Normal
  Heavy
  Light
	Specifies the relative weight of the colored paper loaded
	Note: Normal is the factory default setting.

Light Weight Light	Specifies the relative weight of the paper loaded **Note:** Light is the factory default setting.
Heavy Weight Heavy	Specifies the relative weight of the paper loaded **Note:** Heavy is the factory default setting.

Rough/Cotton Weight
  Normal
  Heavy
  Light
	Specifies the relative weight of the cotton paper loaded
	Note: Normal is the factory default setting.

Custom [x] Weight
  Normal
  Heavy
  Light
	Specifies the relative weight of the custom paper loaded
	Notes:
	
	• Normal is the factory default setting.
	• Settings appear only if the custom type is supported.

Paper Loading menu

Use	To

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
  Duplex
  Off
	Determine and set two-sided printing for all print jobs that specify Heavy Glossy as the paper type.

Vinyl Labels Loading
  Duplex
  Off
	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: • Duplex sets the printer default to two-sided printing for every print job unless one-sided printing is selected from Printing Preferences or the Print dialog. • Off is the factory default setting for all the menus.	

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.
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 when the custom type is supported.
Notes:	
• Duplex sets the printer default to two‑sided printing for every print job unless one‑sided printing is selected from Printing Preferences or the Print dialog.	
• Off is the factory default setting for all the menus.	

Custom Types menu

Menu item	Description
Custom Type [x] Paper Card Stock Transparency Glossy Rough/Cotton Labels Vinyl Labels Envelope	Associates a paper or specialty media type with a factory default `Custom Type [x]` name or a user‑defined Custom Name created from the Embedded Web Server or from MarkVision^{TM} Professional **Notes:** • Paper is the factory default setting. • The custom media type must be supported by the selected tray or multipurpose feeder in order to print from that source.

Menu item	Description
Recycled Paper Card Stock Transparency Glossy Rough/Cotton Labels Vinyl Labels Envelope	Specifies a paper type when the Recycled setting is selected in other menus **Notes:** • Paper is the factory default setting. • The custom media type must be supported by the selected tray or multipurpose feeder in order to print from that source.

Custom Names menu

Menu item	Definition
Custom Name [x] [none]	Specify a custom name for a paper type. This name replaces the `Custom Type [x]` name in the printer menus.

Custom Scan Sizes menu

Menu item	Description

Custom Scan Size [x]
Scan Size Name
Width
    1–11.69 inches (25–297 mm)
Height
    1–17 inches (25–432 mm)
Orientation
    Portrait
    Landscape
2 scans per side
    Off
    On
	Specifies a custom scan size name, scan sizes, and options. The custom scan size name replaces `Custom Scan Size [x]` in the printer menus.
	
	Notes:
	
	• 11.69 inches is the US factory default setting for Width. 297 millimeters is the international factory default setting for Width.
	• 17 inches is the US factory default setting for Height. 432 millimeters 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.

Universal Setup menu

Menu item	Description
Units of Measure Inches Millimeters	Identifies the unit of measure **Note:** Inches is the US factory default setting. Millimeters is the international factory default setting.

Menu item	Description
Portrait Width 3–48 inches 76–1219 mm	Sets the portrait width **Notes:** • 11.69 inches is the US factory default setting. Inches can be increased in 0.01-inch increments. • 296.9 mm is the international factory default setting. Millimeters can be increased in 1-mm increments. • If the width exceeds the maximum, then the printer uses the maximum width allowed.
Portrait Height 3–48 inches 76–1219 mm	Sets the portrait height **Notes:** • 48 inches is the US factory default setting. Inches can be increased in 0.01-inch increments. • 1219 mm is the international factory default setting. Millimeters can be increased in 1-mm increments. • If the height exceeds the maximum, then the printer uses the maximum height allowed.
Feed Direction Short Edge Long Edge	Specifies the feed direction **Notes:** • Short Edge is the factory default setting. • Long Edge appears only if the longest edge is shorter than the maximum width supported by the tray.

Reports menu

Reports menu

Menu item	Description
Menu Settings Page	Prints a report on the current printer menu settings. The report also contains information about the status of the supplies and a list of hardware options that are successfully installed.
Device Statistics	Prints a report containing printer statistics, such as supply information and details about printed pages
Network Setup Page	Prints a report containing information about the network printer settings, such as the TCP/IP address information **Note:** This menu item appears only in network printers or printers connected to print servers.

Menu item	Description
Network [x] Setup Page	Prints a report containing information about the network printer settings, such as the TCP/IP address information **Notes:** - This menu item is available when there is more than one network option installed. - This menu item appears only in network printers or printers connected to print servers.
Shortcut List	Prints a report containing information about configured shortcuts
Fax Job Log	Prints 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	Prints 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.
Copy Shortcuts	Prints a report containing information about copy shortcuts
E-mail Shortcuts	Prints a report containing information about e-mail shortcuts
Fax Shortcuts	Prints a report containing information about fax shortcuts
FTP Shortcuts	Prints a report containing information about FTP shortcuts
Profiles List	Prints a list of profiles stored in the printer
Print Fonts	Prints a report of all the fonts available for the printer language currently set in the printer
Print Directory	Prints a list of all the resources stored on an optional flash memory card or printer hard disk **Notes:** - Job Buffer Size must be set to 100%. - Make sure that the flash memory card or hard disk is installed correctly and working.
Print Demo	Prints demo files that are available in the firmware, the flash option, and the disk option
Asset Report	Prints 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

Menu item	Description
Active NIC Auto [list of available network cards]	**Notes:** • Auto is the factory default setting. • This menu item appears only if 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.

Menu item	Description
PCL SmartSwitch On Off	Sets 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.
PS SmartSwitch On Off	Sets 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 Auto Off	Sets 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.

Menu item	Description
Network Buffer Auto 3KB to [maximum size allowed]	Sets 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 stores print jobs on the printer hard disk before printing. This menu only appears if 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 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 Auto On Off	Sets 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.
Standard Network Setup Reports Network Card TCP/IP IPv6 Wireless AppleTalk **Network [x] Setup** Reports Network Card TCP/IP IPv6 Wireless AppleTalk	Displays and sets the printer network settings. **Note:** The Wireless menu appears only when the printer is connected to a wireless network.

Network Reports menu

This menu is available from the Network/Ports menu:

Network/Ports > **Standard Network** or **Network [x]** > **Standard Network Setup** or **Network Setup** > **Reports** or **Network Reports**

Menu item	Description
Print Setup Page	Prints a report containing information about the network printer settings, such as the TCP/IP address

Network Card menu

This menu is available from the Network/Ports menu:

Network/Ports > **Standard Network** or **Network [x]** > **Standard Network Setup** or **Network [x] Setup** > **Network Card**

Menu item	Description
View Card Status Connected Disconnected	Lets you view the connection status of the Network Card
View Card Speed	Lets you view the speed of a currently active network card
Network Address UAA LAA	Lets you view the network addresses
Job Timeout 0 10–225	Sets the amount of time in seconds before a network print job is canceled **Note:** 90 seconds is the factory default setting.
Banner Page Off On	Allows the printer to print a banner page **Note:** Off is the factory default setting.

TCP/IP menu

This menu is available from the Network/Ports menu:

Network/Ports > **Standard Network** or **Network [x]** > **Standard Network Setup** or **Network [x] Setup** > **TCP/IP**

Note: This menu is available only in network models or printers attached to print servers.

Menu item	Description
Activate On Off	Activates TCP/IP **Note:** On is the factory default setting.
Set Hostname	Lets you set the current TCP/IP hostname **Note:** This can be changed only from the Embedded Web Server.

Menu item	Description
IP Address	Lets you 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	Lets you view or change the current TCP/IP netmask
Gateway	Lets you view or change the current TCP/IP gateway
Enable DHCP On Off	Specifies the DHCP address and parameter assignment setting **Note:** On is the factory default setting.
Enable RARP On Off	Specifies the RARP address assignment setting **Note:** On is the factory default setting.
Enable BOOTP On Off	Specifies the BOOTP address assignment setting **Note:** On is the factory default setting.
Enable AutoIP Yes No	Specifies the Zero Configuration Networking setting **Note:** Yes is the factory default setting.
Enable FTP/TFTP Yes No	Enables the built-in FTP server, which allows you to send files to the printer using File Transfer Protocol. **Note:** Yes is the factory default setting.
Enable HTTP Server Yes No	Enables the built-in web server (Embedded Web Server). When enabled, the printer can be monitored and managed remotely using a web browser. **Note:** Yes is the factory default setting.
WINS Server Address	Lets you view or change the current WINS server address
Enable DDNS Yes No	Lets you view or change the current DDNS setting **Note:** Yes is the factory default setting.
Enable mDNS Yes No	Lets you view or change the current mDNS setting **Note:** Yes is the factory default setting.
DNS Server Address	Lets you view or change the current DNS server address
Enable HTTPS Yes No	Lets you view or change the current HTTPS setting **Note:** Yes is the factory default setting.

IPv6 menu

This menu is available from the Network/Ports menu:

Network/Ports > **Standard Network** or **Network [x]** > **Standard Network Setup** or **Network [x] Setup** > **IPv6**

Note: This menu is available only for network models or printers attached to print servers.

Menu item	Description
Enable IPv6 On Off	Enables IPv6 in the printer **Note:** On is the factory default setting.
Auto Configuration On Off	Specifies whether the network adapter accepts the automatic IPv6 address configuration entries provided by a router **Note:** On is the factory default setting.
Set Hostname	Lets you set the hostname
View Address	**Note:** These settings can be changed only from the Embedded Web Server.
View Router Address	
Enable DHCPv6 On Off	Enables DHCPv6 in the printer **Note:** On is the factory default setting.

Wireless menu

Use the following menu items to view or configure the wireless internal print server settings.

Note: This menu is available only for models connected to a wireless network.

The Wireless menu is available from the Network/Ports menu:

Network/Ports > **Standard Network** or **Network [x]** > **Standard Network Setup** or **Network [x] Setup** > **Wireless**

Menu item	Description
WPS PBC Mode	Lets you connect 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
WPS PIN Mode	Lets you connect the printer to a wireless network by using a PIN on the printer and entering it into the wireless settings of the access point
WPS Auto Detect Disable Enable	Automatically detects the connection method that an access point with WPS uses— WPS Push Button Configuration (PBC) or WPS Personal Identification Number (PIN) **Note:** Disable is the factory default setting.
Network Mode Ad hoc Infrastructure	Specifies 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.

Menu item	Description
Compatibility 802.11b/g/n 802.11n 802.11b/g	Specifies the wireless standard for the wireless network **Note:** The 802.11b/g/n is the factory default setting.
Choose Network [list of available networks]	Lets you select an available network for the printer to use
View Signal Quality	Lets you view the quality of the wireless connection
View Security Mode	Lets you view the encryption method that a wireless network uses

Note: *Wi-Fi Protected Setup (WPS)* is a simple and secure configuration that allows you to establish a wireless network and enable network security without requiring prior knowledge of Wi-Fi technology. It is no longer necessary to configure the network name (SSID) and WEP key or WPA passphrase for network devices.

AppleTalk menu

This menu is available from the Network/Ports menu:

Network/Ports > **Standard Network** or **Network [x]** > **Standard Network Setup** or **Network [x] Setup** > **AppleTalk**

Menu item	Description
Activate Yes No	Activates AppleTalk support **Note:** Yes is the factory default setting.
View Name	Shows the assigned AppleTalk name **Note:** The name can be changed only from the Embedded Web Server.
View Address	Shows the assigned AppleTalk address **Note:** The address can be changed only from the Embedded Web Server.
Set Zone [default] [list of zones available on the network]	Provides a list of AppleTalk zones available on the network **Note:** When "default" is selected, the printer uses the AppleTalk zone that the router identifies as the default zone for the network. If no default zone exists, then the zone marked with an * is the default setting.

Standard USB menu

Menu item	Description
PCL SmartSwitch On Off	Sets 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.

Menu item	Description
PS SmartSwitch On Off	Sets 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 Auto On Off	Sets 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. • Changing this setting from the printer control panel and then exiting the menus causes the printer to restart. The menu selection is then updated.
USB Buffer Auto 3KB to [maximum size allowed] Disabled	Sets 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-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 USB 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.
Job Buffering Off On Auto	Temporarily stores print jobs on 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 Auto On Off	Sets 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.

Menu item	Description
ENA Address YYY.YYY.YYY.YYY	Sets 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	Sets 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	Sets 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.

Parallel [x] menu

Menu item	Description
PCL SmartSwitch On Off	Sets 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	Sets 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 Auto On Off	Sets 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.

Menu item	Description
Parallel Buffer Auto 3KB to [maximum size allowed] Disabled	Sets 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 stores 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	Enables bidirectional communication through the parallel port **Notes:** • On is the factory default setting. • Off disables parallel port negotiation.
Protocol Fastbytes Standard	Specifies 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 Off On	Determines 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	Determines if the parallel port data is sampled on the leading or trailing edge of a strobe **Note:** On is the factory default setting.

Menu item	Description
Mac Binary PS Auto On Off	Sets 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	Sets 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	Sets 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	Sets 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

Menu item	Description
PCL SmartSwitch On Off	Sets 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	Sets 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.

Menu item	Description
NPA Mode Auto On Off	Sets 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 Auto 3KB to [maximum size allowed] Disabled	Sets 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.
Job Buffering Off On Auto	Temporarily stores 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	Selects 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.

Menu item	Description
Robust XON Off On	Determines 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 9600 19200 38400 57600 115200 138200 172800 230400 345600 1200 2400 4800	Specifies 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 8 7	Specifies the number of data bits sent in each transmission frame **Note:** 8 is the factory default setting.
Parity None Ignore Even Odd	Sets the parity for serial input and output data frames **Note:** None is the factory default setting.
Honor DSR Off On	Determines 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

Menu item	Description
Primary SMTP Gateway	Specifies SMTP server gateway and port information **Note:** 25 is the default SMTP gateway port.
Primary SMTP Gateway Port	
Secondary SMTP Gateway	
Secondary SMTP Gateway Port	

Menu item	Description
SMTP Timeout 5–30	Specifies the amount of time in seconds before the server stops trying to send an e-mail **Note:** 30 seconds is the factory default setting.
Reply Address	Specifies a reply address of up to 128 characters in the e-mail sent by the printer
Use SSL Disabled Negotiate Required	Sets the printer to use SSL for increased security when connecting to the SMTP server **Notes:** • Disabled is the factory default setting. • When the Negotiate setting is used, the SMTP server determines if SSL will be used.
SMTP Server Authentication No authentication required Login/Plain CRAM-MD5 Digest-MD5 NTLM Kerberos 5	Specifies the type of user authentication required for scan to e-mail privileges **Note:** "No authentication required" is the factory default setting.
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 **Device Userid** **Device Password** **Kerberos 5 Realm** **NTLM Domain**	Specifies 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 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.

Security menu

Editing Security Setups menu

Menu item	Description
Edit Backup Password	Creates a backup password **Note:** This menu item will only appear if a backup password exists.

Menu item	Description
Edit Building Blocks	Edits the Internal Accounts, NTLM, various Setups, Password, and PIN
Edit Security Templates	Adds or edits a Security Template
Edit Access Controls	Controls access to printer menus, firmware updates, held jobs, and other access points

Miscellaneous Security Settings menu

Menu item	Description
Login Restrictions Login failures Failure time frame Lockout time Panel Login Timeout Remote Login Timeout	Limits 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 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. 1indicates 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 the user off. 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 the user off. Settings range from 1–120 seconds. 10 minutes is the factory default setting.
Security Reset Jumper Access controls="No Security" No Effect Reset factory security defaults	Changes the value of 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 device's security configuration. • "Reset factory security defaults" deletes all security information that the user has defined, and assigns the factory default value to each setting in the Miscellaneous Security Settings section of both the panel and the Web page.

Menu item	Description
LDAP Certificate Verification Demand Try Allow Never	Allows 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, the session is terminated immediately. "Demand" is the factory default setting. • "Try" means a server certificate is requested. If no certificate is provided, the session proceeds normally. If a bad certificate is provided, the session is terminated immediately. • "Allow" means a server certificate is requested. If no certificate is provided, the session proceeds normally. If a bad certificate is provided, it will be ignored and the session proceeds normally. • "Never" means no server certificate is requested.
Minimum PIN Length 1–16	Limits the digit length of the PIN. **Note:** 4 is the is the factory default setting.

Confidential Print menu

Menu item	Description
Max Invalid PIN Off 2–10	Limits the number of times an invalid PIN can be entered **Notes:** • This menu appears only if a formatted, non-defective printer hard disk is installed. • Once the limit is reached, the print job for that user name and that PIN are deleted.
Confidential Job Expiration Off 1 hour 4 hours 24 hours 1 week	Limits the amount of time a confidential print job stays in the printer before it is deleted **Notes:** • If the Job Expiration setting is changed while confidential print jobs reside on 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 printer RAM are deleted.
Repeat Job Expiration Off 1 hour 4 hours 24 hours 1 week	Sets a time limit on how long the printer stores print jobs
Verify Job Expiration Off 1 hour 4 hours 24 hours 1 week	Sets a time limit on how long the printer stores print jobs needing verification
Note: Off is the factory default setting.	

Menu item	Description

Reserve Job Expiration
  Off
  1 hour
  4 hours
  24 hours
  1 week
	Sets 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

Menu item	Description
Export Log	Enables an authorized user to export the security log **Notes:** • To export the log from the printer control panel, a flash drive must be attached to the printer. • From the Embedded Web Server, the log can be downloaded to a computer.

Menu item	Description
Delete Log Yes No	Specifies whether audit logs are deleted **Note:** Yes is the factory default setting.
Configure Log Enable Audit Enable Remote Syslog Remote Syslog Server Remote Syslog Port Remote Syslog Method Remote Syslog Facility Log full behavior Admin's e-mail address Digitally sign exports Severity of events to log Remote Syslog non-logged events E-mail log cleared alert E-mail log wrapped alert E-mail % full alert % full alert level E-mail log exported alert E-mail log settings changed alert Log line endings	Specifies whether and how the audit logs are created **Note:** Factory default settings enable the security audit log.

Set Date and Time menu

Menu item	Description
Current Date and Time	Lets you view the current date and time settings for the printer
Manually Set Date and Time	**Note:** Date/Time is set in YYYY-MM-DD HH:MM:SS format.
Time Zone	**Note:** GMT is the factory default setting.
Automatically Observe DST On Off	**Note:** On is the factory default setting and uses the applicable Daylight Saving Time associated with the Time Zone setting.
Custom Time Zone Setup 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	Enables the user to set up the time zone

Menu item	Description
Enable NTP On Off	Enables Network Time Protocol, which synchronizes the clocks of devices on a network **Note:** On is the factory default setting.
NTP Server	Lets you view the NTP Server Address
Enable Authentication Off On	Lets you change the authentication setting to on or off **Note:** Off is the factory default setting.

Settings menu

General Settings menu

Menu item	Description
Display Language English Francais Deutsch Italiano Espanol Dansk Norsk Nederlands Svenska Portugues Suomi Russian Polski Greek Magyar Turkce Cesky Simplified Chinese Traditional Chinese Korean Japanese	Sets the language of the text appearing on the display **Note:** Some languages may not be available for all printers.

Menu item	Description
Eco-Mode Off Energy Energy/Paper Paper	Minimizes the use of energy, paper, or specialty media **Notes:** • Off is the factory default setting. Off resets the printer to its factory default settings. • Energy minimizes the power used by the printer. Performance may be affected, but print quality is not. • Energy/Paper minimizes the use of power, and of paper and specialty media. • Paper minimizes the amount of paper and specialty media needed for a print job. Performance may be affected, but print quality is not.
ADF Loaded Beep Enabled Disabled	Specifies whether the ADF sounds a beep when paper is loaded **Note:** Enabled is the factory default setting.
Quiet Mode Off On	Reduces the amount of noise produced by the printer **Notes:** • Off is the factory default setting. This setting supports the performance specifications of your printer. • On configures the printer to produce as little noise as possible. This setting is best suited for printing text and line art. • For optimal printing of color-rich documents, set Quiet Mode to Off. • Selecting Photo from the printer driver may disable Quiet Mode. This setting will provide better print quality and full speed printing.
Run Initial setup Yes No	Instructs the printer to run the setup wizard **Notes:** • Yes is the factory default setting. • After completing the setup wizard by selecting Done at the country or region selection screen, the default becomes No.

Menu item	Description

Keyboard
  Keyboard Type
    English
    Francais
    Francais Canadien
    Deutsch
    Italiano
    Espanol
    Greek
    Dansk
    Norsk
    Nederlands
    Svenska
    Suomi
    Portuguese
    Russian
    Polski
    Swiss German
    Swiss French
    Korean
    Magyar
    Turkish
    Czech
    Simplified Chinese
    Traditional Chinese
    Japanese
  Custom Key [x]
	Specifies a language for the printer control panel virtual keyboard

Paper Sizes
  US
  Metric
	Specifies the default paper measurements
	
	Notes:
	
	• Initial setting is determined by your country or region selection in the initial setup wizard.
	• Changing this setting also changes the default for each input source in the Paper Size/Type menu.

Scan to PC Port Range [port range]	Specifies a valid port range for printers behind a port blocking firewall. The valid ports are specified by two sets of numbers separated by a semicolon. **Note:** 9751:12000 is the factory default setting.

Menu item	Description
Displayed Information Left side Right side Custom Text [x]	Specifies what is displayed on the upper left and right corners of the home screen For the Left side and Right side menus, select from the following options: None IP Address Hostname Contact Name Location Date/Time mDNS/DDNS Service Name Zero Configuration Name Custom Text [x] Model Name **Notes:** • IP Address is the factory default setting for "Left side." • Date/Time is the factory default setting for "Right side."
Displayed Information [x] Toner [x] Imaging Unit Fuser Transfer Module	Customize the displayed information for supplies. For the [x] Toner, [x] Imaging Unit, Fuser, and Transfer Module menus, choose from the following options: When to display Do not display Display Message to Display Default Alternate Default [text entry] Alternate [text entry] **Notes:** • Do not display is the factory default setting for When to display. • Default is the factory default setting for Message to Display.

Menu item	Description

Displayed Information
Waste Toner Bottle
Paper Jam
Load Paper
Service Errors
	Specifies what is displayed for Waste Toner Bottle, Paper Jam, Load Paper, and Service Errors. Available options for each button are:
	Display
	  No
	  Yes
	Message to Display
	  Default
	  Alternate
	Default
	  [text entry]
	Alternate
	  [text entry]
	
	Notes:
	
	• No is the factory default setting for Display.
	• Default is the factory default setting for 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
	Lets you add or remove icons and buttons that appear on the home screen
	Available selections for each icon or button are:
	  Do not display
	  Display

Date Format MM-DD-YYYY DD-MM-YYYY YYYY-MM-DD	Specifies the format for the printer date
Time Format 12 hour A.M./P.M. 24 hour clock	Specifies the format for the printer time **Note:** 12 hour is the factory default setting.
Screen Brightness 20–100	Specifies the brightness of the printer control panel display **Note:** 100 is the factory default setting.

Menu item	Description
One Page Copy Off On	Sets copying from the scanner glass to only one page at a time **Note:** Off is the factory default setting.
Output Lighting Normal/Standby Mode Off Dim Bright	Sets the amount of light from the standard bin **Notes:** • Dim is the factory default setting if Eco-Mode is set to Energy or Energy/Paper. • Bright is the factory default setting if Eco-Mode is set to Paper or Off.
Audio Feedback Button Feedback On Off Volume 1–10	Sets the audio volume for the buttons **Notes:** • On is the factory default setting for Button Feedback. • 5 is the factory default setting for Volume.
Tactile Touchscreen Feedback On Off	Provides touch screen sensation feedback **Note:** On is the factory default setting.
Show Bookmarks Yes No	Specifies whether bookmarks are displayed from the Held Jobs area **Note:** Yes is the factory default setting.
Allow Background Removal On Off	Specifies whether image background is removed in copy, fax, e-mail, FTP, or scan-to-USB jobs **Note:** On is the factory default setting.
Allow Custom Job Scans On Off	Lets you scan multiple documents into one file **Note:** On is the factory default setting. If On is selected, the Allow Custom Job Scans setting can be enabled for specific jobs.
Scanner Jam Recovery Job level Page level	Specifies how a scan job should be reloaded if a paper jam occurs in the ADF **Notes:** • If Job level is selected, then the entire scan job must be scanned again if a paper jam occurs. • If Page level is selected, then only the jammed page forward must be scanned again.
Web Page Refresh Rate 30–300	Specifies the number of seconds between Embedded Web Server refreshes **Note:** 120 seconds is the factory default setting.
Contact Name	Specifies a contact name for the printer **Note:** The contact name will be stored on the Embedded Web Server.

Menu item	Description
Location	Specifies the location of the printer **Note:** The location will be stored on the Embedded Web Server.
Alarms Alarm Control Cartridge Alarm	Sets an alarm to sound when the printer requires operator intervention Available options for each alarm type are: Single Continuous Off **Notes:** • Single is the factory default setting. Single sounds three quick beeps. • Continuous repeats three beeps every 10 seconds. • Off means no alarm will sound.
Timeouts Standby Mode 1–240 Disabled	Specifies the number of minutes of inactivity before the system enters a lower power state **Note:** 15 minutes is the factory default setting.
Timeouts Sleep Mode Disabled 1–240 min	Sets the amount of time the printer waits, after a print job is finished, before it goes into a reduced power state **Notes:** • 5 minutes 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. • 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 1 hour 2 hours 3 hours 6 hours 1 day 2 days 3 days 1 week 2 weeks 1 month	Sets the amount of time before the printer enters Hibernate mode **Note:** 3 days is the factory default setting.

Menu item	Description
Timeouts Screen Timeout 15–300 sec	Sets the amount of time in seconds the printer waits before the printer displays `Ready` **Note:** 30 seconds is the factory default setting.

Timeouts
Print Timeout
  Disabled
  1–255 sec
	Sets 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 seconds 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 sec
	Sets the amount of time in seconds the printer waits for additional data before canceling a print job
	Notes:
	
	• 40 seconds 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 sec	Sets the amount of time the printer waits for user intervention before it holds jobs that require unavailable resources and continues to process print jobs in the print queue **Notes:** • 30 seconds is the factory default setting. • This menu appears only when a printer hard disk is installed.

Print Recovery
Auto Continue
  Disabled
  5–255
	Lets 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
	Specifies 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.
	• On sets the printer to always reprint jammed pages.
	• Off sets the printer to never reprint jammed pages.

Menu item	Description

Print Recovery
  Page Protect
    Off
    On
	Lets the printer 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.

Press Sleep Button
  Sleep
  Hibernate
  Do Nothing
	Determines how the printer responds when pressing the Sleep button in idle state
	Notes:
	
	• Sleep is the factory default setting for Press Sleep Button.
	• Sleep or Hibernate sets the printer to operate at a lower power configuration.
	• If the printer is in Sleep Mode, then the touch screen appears off and the Sleep button turns amber in color.
	• Touch anywhere on the touch screen or press a button on the printer control panel to exit Sleep Mode.
	• If the printer is in Hibernate mode, then the touch screen is completely off and the Sleep button turns amber in color and blinks.

Press and Hold Sleep Button
  Do Nothing
  Sleep
  Hibernate
	Determines how the printer responds when pressing the Sleep button when the printer is idle
	Notes:
	
	• Do Nothing is the factory default setting.
	• Sleep or Hibernate sets the printer to operate at a lower power configuration.
	• If the printer is in Sleep Mode, then the touch screen appears off and the Sleep button turns amber in color.
	• Press and hold the Sleep button for 3 seconds or longer to enter Hibernate mode.
	• Touch anywhere on the touch screen or press a button on the printer control panel to exit Sleep Mode.

Factory Defaults
  Do Not Restore
  Restore Now
	Returns the printer settings to the factory default settings
	Notes:
	
	• Do Not Restore is the factory default setting. It keeps the user-defined settings.
	• Restore Now returns all printer settings to the factory default settings except Network/Ports menu settings. All downloads stored in RAM are deleted. Downloads stored in flash memory or on a printer hard disk are not affected.

Menu item	Description
Export Compressed Log Files Export	Exports compressed log files to a flash drive

Copy Settings menu

Menu item	Description
Content Type Text/Photo Photo Text Graphics	Specifies the content of the original document **Note:** Text/Photo is the factory default setting.
Content Source Color Laser Inkjet Photo/Film Magazine Newspaper Press Other Black and White Laser	Specifies how the original document was produced **Note:** Color Laser is the factory default setting.
Color On Off	Specifies whether copies are printed in color **Note:** On is the factory default setting.
Allow color copies On Off	Lets you 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.
Auto Color Detect Color Sensitivity 1–9 Area Sensitivity 1–9	Sets 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.

Menu item	Description
Sides (Duplex) 1 sided to 1 sided 1 sided to 2 sided 2 sided to 1 sided 2 sided to 2 sided	Specifies whether an original document is two-sided or one-sided, and then specifies whether the copy should be two-sided or one-sided **Notes:** • **1 sided to 1 sided**—The original page has printing on one side and the copied page also has printing on one side. • **1 sided to 2 sided**—The original page has printing on one side while the copied page has printing on both sides. For example, if the original document is six sheets, the copy is three sheets with printing on both sides. • **2 sided to 1 sided**—The original page has printing on both sides while the copied page has printing on only one side. For example, if the original document is three sheets with an image on each side of each sheet, then the copy is six sheets with only one image on one side of each sheet. • **2 sided to 2 sided**—The original page has printing on both sides and the copy mimics the original exactly.
Paper Saver Off 2 on 1 Portrait 2 on 1 Landscape 4 on 1 Portrait 4 on 1 Landscape	Allows copying two or four sheets of a document on one page **Note:** Off is the factory default setting.
Print Page Borders Off On	Specifies whether a border is printed on the page **Note:** Off is the factory default setting.
Collate On [1,2,1,2,1,2] Off [1,1,1,2,2,2]	Keeps the pages of a print job stacked in sequence when printing multiple copies **Note:** On is the factory default setting.

Menu item	Description
Original Size Letter Legal Executive Tabloid Folio Statement Universal 4 x 6 in. 3 x 5 in. Business Card ID Card Custom Scan Size [x] A3 A4 A5 Oficio (Mexico) A6 JIS B4 JIS B5 Book Original Auto Size Sense Mixed Sizes	Specifies the paper size of the original document **Notes:** • Letter is the U.S. factory default setting. • A4 is the international factory default setting.
Copy To Source Tray [x] Auto Size Match Manual Feeder	Specifies the paper source for copy jobs **Note:** Tray 1 is the factory default setting.
Transparency Separators On Off	Places a sheet of paper between transparencies **Note:** On is the factory default setting.
Separator Sheets Off Between Copies Between Jobs Between Pages	Places a sheet of paper between pages, copies, or jobs **Note:** Off is the factory default setting.
Separator Sheet Source Tray [x] Manual Feeder	Specifies the separator sheet source **Note:** Tray 1 is the factory default setting.
Darkness 1–9	Specifies the level of darkness for the copy job **Note:** 5 is the factory default setting.
Number of Copies 1–999	Specifies the number of copies for the copy job **Note:** 1 is the factory default setting.

Menu item	Description

Header/Footer
  [Location]
    Off
    Date/Time
    Page number
    Custom text
  Print on
    All pages
    First page only
    All but first page
  Enter custom text
	Specifies header/footer information and its location on the page
	For the location, choose from the following options:
	• Top left
	• Top middle
	• Top right
	• Bottom left
	• Bottom middle
	• Bottom right
	Notes:
	• Off is the factory default setting for [Location].
	• All pages is the factory default setting for "Print on."

Overlay
  Off
  Confidential
  Copy
  Draft
  Urgent
  Custom
	Specifies the type of overlay printed on each page of the copy job
	Note: Off is the factory default setting.

Custom Overlay	Specifies the custom overlay text **Note:** A maximum of 64 characters is allowed.

Allow priority copies
  On
  Off
	Allows interruption of a print job to copy a page or document
	Note: On is the factory default setting.

Custom Job scanning
  Off
  On
	Lets you copy, in a single copy job, a document that contains mixed paper sizes
	Notes:
	• Off is the factory default setting.
	• This menu appears only if a valid printer hard drive is installed.

Allow Save as Shortcut
  On
  Off
	Lets you save custom copy settings as shortcuts
	Note: On is the factory default setting.

Background Removal -4 to 4	Adjusts the amount of background visible on a copy **Note:** 0 is the factory default setting.

Auto Center
  Off
  On
	Lets you automatically center the content on the page
	Note: Off is the factory default setting.

Color Balance
  Cyan - Red
  Magenta - Green
  Yellow - Blue
	Enables an equal balance of colors in the output

Menu item	Description

Color Dropout
Color Dropout
  None
  Red
  Green
  Blue
Default Red Threshold
  0–255
Default Green Threshold
  0–255
Default Blue Threshold
  0–255
	Specifies which color to drop and adjusts 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 Best for content 0–5	Specifies the contrast used for the copy job **Note:** Best for content is the factory default setting.
Mirror Image Off On	Creates a mirror image of the original document **Note:** Off is the factory default setting.
Negative Image Off On	Creates a negative image of the original document **Note:** Off is the factory default setting.
Shadow Detail -4 to 4	Adjusts the amount of shadow detail visible on a copy **Note:** 0 is the factory default setting.
ADF Skew Fix Off On	Corrects slight skew in the scanned image **Note:** Off is the factory default setting
Scan edge to edge Off On	Specifies if the original document is scanned edge-to-edge **Note:** Off is the factory default setting.
Sharpness 1–5	Adjusts the amount of sharpness of a copy **Note:** 3 is the factory default setting.
Temperature -4 to 4	Enables 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.
Sample Copy Off On	Creates 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 by way of a telephone line.

General Fax Settings

Menu item	Description
Restore Factory Defaults	Restores the factory defaults of all fax settings
Optimize Fax Compatibility	Optimizes fax compatibility with other fax machines
Fax Name or Station Name	Specifies the name of the fax in the printer
Fax Number or Station Number	Specifies the number assigned to the fax
Station ID Fax Name or Station Name Fax Number or Station Number	Specifies how the fax is identified
Enable Manual Fax Off On	Sets the printer to fax manually, which requires a line splitter and a telephone handset **Notes:** • Use a regular telephone to answer an incoming fax job and to dial a fax number. • Touch **#**, and then **0** on the numeric keypad to go directly to the Manual Fax function.
Memory Use Equal Mostly sent All send All receive Mostly receive	Defines the allocation of non-volatile memory between sending and receiving fax jobs **Notes:** • Equal is the factory default setting. Equal splits the memory for sending and receiving fax jobs into equal amounts. • Mostly sent specifies that most of the memory is set to send fax jobs. • All send specifies that all the memory is set to send fax jobs. • All receive specifies that all the memory is set to receive fax jobs. • Mostly receive specifies that most of the memory is set to receive fax jobs.
Cancel Faxes Allow Don't Allow	Specifies whether the printer cancels fax jobs
Fax number masking Off From left From right	Specifies the direction from where digits are masked in an outgoing fax number **Note:** The number of characters masked is determined by the "Digits to mask" setting.
Digits to mask 0–58	Specifies the number of digits to mask in an outgoing fax number

Fax Cover

Menu item	Description

Fax Cover Page
   Off by default
   On by default
   Never use
   Always use
	Configures 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.

Include To field
   Off
   On	

Include From field
   Off
   On	

From	

Include Message field
   Off
   On	

Message	

Include Logo
   Off
   On	

Include Footer [x]
   Off
   On	

Footer [x]	

Fax Send Settings

Menu item	Description

Resolution
   Standard
   Fine 200 dpi
   Super Fine 300 dpi
   Ultra Fine 600 dpi
	Specifies quality in dots per inch (dpi). A higher resolution gives greater print quality, but increases the fax transmission time for outgoing faxes.
	
	Note: Standard is the factory default setting.

Menu item	Description
Original Size 　Mixed Sizes 　Letter 　Legal 　Executive 　Tabloid 　Folio 　Statement 　Universal 　4 x 6 in. 　3 x 5 in. 　Business Card 　Custom Scan Size [x] 　A3 　A4 　A5 　Oficio (Mexico) 　A6 　JIS B4 　JIS B5 　Book Original 　Auto Size Sense 　Mixed Sizes	Specifies the paper size of the original document **Note:** Mixed Sizes is the U.S. factory default setting. A4 is the international factory default setting.
Content Type 　Text 　Graphics 　Text/Photo 　Photo	Specifies the content of the original document **Note:** Text is the factory default setting.
Content Source 　Color Laser 　Inkjet 　Photo Film 　Magazine 　Newspaper 　Press 　Other 　Black and White Laser	Specifies how the original document was produced **Note:** Color Laser is the factory default setting.
Darkness 　1–9	Lightens or darkens the output **Note:** 5 is the factory default setting.
Dial Prefix	Lets you enter a dialing prefix, such as 99. A numeric entry field is provided.
Dialing Prefix Rules 　Prefix Rule [x]	Establishes a dialing prefix rule

Menu item	Description
Automatic Redial 0–9	Specifies the number of times the printer tries to send the fax to a specified number **Note:** 5 is the factory default setting.
Redial Frequency 1–200	Specifies the number of minutes between redials
Behind a PABX No Yes	Enables switchboard blind dialing without a dial tone
Enable ECM Yes No	Enables Error Correction Mode for fax jobs
Enable Fax Scans On Off	Lets you fax files that are scanned at the printer
Driver to fax Yes No	Allows the print driver to send fax jobs
Allow Save as Shortcut On Off	Lets you save fax numbers as shortcuts in the printer
Dial Mode Tone Pulse	Specifies the dialing sound, either as a tone or a pulse
Max Speed 33600 2400 4800 9600 14400	Specifies the maximum speed in baud at which faxes are sent
Custom Job scanning Off On	Lets you scan a document that contains mixed paper sizes into a single file
Scan Preview Off On	Specifies whether a preview appears on the display for scan jobs
Background Removal -4 to 4	Adjusts the amount of background visible on a scanned image **Note:** 0 is the factory default setting.
Color Balance Cyan - Red Magenta - Green Yellow - Blue	Enables an equal balance of colors in the scanned image

Menu item	Description

Color Dropout
Color Dropout
  None
  Red
  Green
  Blue
Default Red Threshold
  0–255
Default Green Threshold
  0–255
Default Blue Threshold
  0–255
	Specifies which color to drop and adjusts 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 Best for content 0–5	Specifies the contrast in the scanned image **Note:** Best for content is the factory default setting.
Mirror Image Off On	Creates a mirror image of the original document **Note:** Off is the factory default setting.
Negative Image Off On	Creates a negative image of the original document **Note:** Off is the factory default setting.
Shadow Detail -4 to 4	Adjusts the amount of shadow detail visible **Note:** 0 is the factory default setting.
ADF Skew Fix Off On	Corrects slight skew in the scanned image **Note:** Off is the factory default setting
Scan edge to edge Off On	Specifies if the original document is scanned edge-to-edge prior to faxing **Note:** Off is the factory default setting.
Sharpness 0–5	Adjusts the sharpness of a fax **Note:** 3 is the factory default setting.
Temperature -4 to 4	Enables 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.
Enable Color Fax Scans Off by default On by default Never use Always use	Enables color faxing **Note:** Off by default is the factory default setting.
Auto Convert Color Faxes to Mono Faxes On Off	Converts all outgoing faxes to black and white **Note:** On is the factory default setting.

Fax Receive Settings

Menu item	Description
Enable Fax Receive On Off	Allows fax jobs to be received by the printer **Note:** On is the factory default setting.
Fax Job Waiting None Toner Toner and Supplies	Removes fax jobs that request specific unavailable resources from the print queue **Note:** None is the factory default setting.
Rings to Answer 1–25	Specifies the number of rings before answering an incoming fax job **Note:** 3 is the factory default setting.
Auto Reduction On Off	Scales 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] Multi-Purpose Feeder	Specifies the paper source selected to supply paper for the printer to print an incoming fax
Sides (Duplex) Off On	Enables two-sided printing for incoming fax jobs
Separator Sheets Off Before Job After Job	Enables the printer to include separator sheets for incoming fax jobs
Separator Sheet Source Tray [x] Manual Feeder	Specifies where the printer picks the separator sheet
Fax Footer Off On	Prints the transmission information at the bottom of each page from a received fax **Note:** Off is the factory default setting.
Max Speed 33600 2400 4800 9600 14400	Specifies the maximum speed in baud at which faxes are received
Fax Forwarding Print Print and Forward Forward	Enables forwarding of received faxes to another recipient

Menu item	Description
Forward to Fax E-mail FTP LDSS eSF	Specifies the type of recipient to which faxes are forwarded **Note:** This menu is available only from the printer Embedded Web Server.
Forward to Shortcut	Lets you enter the shortcut number which matches the recipient type (Fax, E-mail, FTP, LDSS, or eSF)
Block No Name Fax Off On	Enables blocking of incoming faxes sent from devices with no station ID specified
Banned Fax List	Enables the list of banned fax numbers stored in the printer
Holding Faxes Held Fax Mode Off Always On Manual Scheduled	Enables fax holding all of the time or according to set schedule **Note:** Off is the factory default setting.
Enable Color Fax Receive On Off	Enables the device to receive fax in color

Fax Log Settings

Menu item	Description
Transmission Log Print log Do not print log Print only for error	Enables printing of a transmission log after each fax job
Receive Error Log Print Never Print on Error	Enables printing of a receive error log following a received error
Auto Print Logs On Off	Enables automatic printing of fax logs **Note:** Logs print after every 200 fax jobs.
Log Paper Source Tray [x] Manual Feeder	Specifies the source of the paper used for printing logs
Logs Display Remote Fax Name or Remote Station Name Dialed Number	Specifies whether printed logs display the dialed number or the station name returned

Menu item	Description
Enable Job Log On Off	Enables access to the Fax Job log
Enable Call Log On Off	Enables access to the Fax Call log

Speaker Settings

Menu item	Description
Speaker Mode On until Connected Always On Always Off	Specifies the mode of the speaker. **Notes:** • On until Connected is the factory default setting. A sound is issued until the fax connection is made. • Always On turns the speaker on. • Always Off turns the speaker off.
Speaker Volume High Low	Controls the volume setting **Note:** High is the factory default setting.
Ringer Volume On Off	Controls the fax speaker ringer volume **Note:** On is the factory default setting.

Answer On

Menu item	Description
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	Specifies ring patterns when device 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.

Menu item	Description
To Format	Lets you enter the information using the virtual keyboard on the printer touch screen
Reply Address	
Subject	
Message	

Menu item	Description
SMTP Setup	Specifies SMTP setup information
Primary SMTP Gateway	Specifies SMTP server port information
Secondary SMTP Gateway	

Image Format
    PDF (.pdf)
    XPS (.xps)
    TIFF (.tif)
	Specifies the image type for scan to fax

Content Type
    Text
    Text/Photo
    Graphics
    Photo
	Specifies the content of the original document
	Note: Text is the factory default setting.

Content Source
    Color Laser
    Inkjet
    Photo/Film
    Magazine
    Newspaper
    Press
    Other
	Specifies 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
	Specifies the resolution level for scan to fax

Darkness 1–9	Lightens or darkens the output **Note:** 5 factory default setting.

Orientation
    Portrait
    Landscape
	Specifies the orientation of the scanned image

Menu item	Description
Original Size Letter Legal Executive Tabloid Folio Statement Universal 4 x 6 in. 3 x 5 in. Business Card Custom Scan Size [x] A3 A4 A5 Oficio (Mexico) JIS B4 JIS B5 Book Original Auto Size Sense Mixed Sizes	Specifies the paper size of the document that is being scanned **Note:** Letter is the US factory default setting. A4 is the international factory default setting.
Use Multi‑Page TIFF On Off	Provides 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	Enables analog fax receive **Note:** Off is the factory default setting.

E-mail Settings menu

Menu item	Description
E-mail Server Setup Subject Message	Specifies e-mail server information **Notes:** • The subject is limited to 255 characters. • The message is limited 512 characters.

Menu item	Description

E-mail Server Setup
Send me a copy
  Never appears
  On by default
  Off by default
  Always On
	Sends a copy of the e-mail back to the sender
	Note: Never appears is the factory default setting.

E-mail Server Setup Max E-mail size 0–65535 KB	Specifies the maximum e-mail size in kilobytes **Note:** E-mails above the specified size are not sent.
E-mail Server Setup Size error message	Sends a message when an e-mail is larger than the configured size limit
E-mail Server Setup Limit destinations	Specifies a domain name, such as a company domain name, and then limits e-mail destinations to that domain name only **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
  Web Link
	Defines the e-mail server path name; for example: **/directory/path**
	Note: The characters *** : ? < >** | are invalid entries for a path name.

Format PDF (.pdf) TIFF (.tif) JPEG (.jpg) XPS (.xps)	Specifies the format of the scanned file **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
  Off
  On
Searchable PDF
  Off
  On
	Configures 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 and Searchable PDF. Secure requires you to enter your password twice.

Menu item	Description
Content Type Text/Photo Photo Text Graphics	Specifies the content of the original document **Note:** Text/Photo is the factory default setting.
Content Source Color Laser Inkjet Photo/Film Magazine Newspaper Press Other Black/White Laser	Specifies how the original document is produced **Note:** Color Laser is the factory default setting.
Color On Off	Specifies whether copies are printed in color **Note:** On is the factory default setting.
Resolution 150 dpi 200 dpi 300 dpi 400 dpi 600 dpi 75 dpi	Specifies the resolution of the scan in dots per inch **Note:** 150 dpi is the factory default setting.
Darkness 1–9	Lightens or darkens the output **Note:** 5 is the factory default setting.
Orientation Portrait Landscape	Specifies the orientation of the scanned image **Note:** Portrait is the factory default setting.

Menu item	Description
Original Size Letter Legal Executive Tabloid Folio Statement Universal 4 x 6 in. 3 x 5 in. Business Card Custom Scan Size [x] A3 A4 A5 Oficio (Mexico) A6 JIS B4 JIS B5 Book Original Auto Size Sense Mixed Sizes	Specifies the paper size of the original document **Notes:** • A4 is the international factory default setting. • Letter is the U.S. factory default setting.
Sides (Duplex) Off Long edge Short edge	Specifies how the text and graphics are oriented on the page **Notes:** • Off 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).
JPEG Quality Best for content 5–90	Sets the quality of a JPEG photo image in relation to file size and quality of the image **Notes:** • Best for content is the factory default setting. • 5 reduces the file size and quality of the image. • 90 provides the best image quality, but the file size is very large. • This menu setting applies to all scan functions.
Text Default 5–90	Sets 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	Sets 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	Sets the quality of a photo image in relation to file size and the quality of the image **Note:** 50 is the factory default setting.

Menu item	Description
E-mail images sent as Attachment Web Link	Specifies how the images are sent **Note:** Attachment is the factory default setting.
Use Multi-Page TIFF On Off	Provides 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. **Notes:** • On is the factory default setting. • This menu setting applies to all scan functions.
Transmission Log Print log Do not print log Print only for error	Specifies whether the transmission log prints **Note:** Print log is the factory default setting.
Log Paper Source Tray [x] Manual Feeder	Specifies the paper source for printing e-mail logs **Note:** Tray 1 is the factory default setting.
E-mail Bit Depth 8 bit 1 bit	Enables 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 Off On	Lets you copy, in a single copy job, a document that contains mixed paper sizes **Note:** Off is the factory default setting.
Scan Preview Off On	Specifies whether a preview appears on the display for scan jobs **Note:** Off is the factory default setting.
Allow Save as Shortcut On Off	Lets you 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	Adjusts the amount of background visible on a scanned image **Note:** 0 is the factory default setting.
Color Balance Cyan - Red Magenta - Green Yellow - Blue	Enables an equal balance of colors in the output

Menu item	Description

Color Dropout
Color Dropout
  None
  Red
  Green
  Blue
Default Red Threshold
  0–255
Default Green Threshold
  0–255
Default Blue Threshold
  0–255
	Specifies which color to drop and adjusts 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 Best for content 0–5	Specifies the contrast of the output **Note:** Best for content is the factory default setting.
Mirror Image Off On	Creates a mirror image of the original document **Note:** Off is the factory default setting.
Negative Image Off On	Creates a negative image of the original document **Note:** Off is the factory default setting.
Shadow Detail -4 to 4	Adjusts the amount of shadow detail visible on a scanned image **Note:** 0 is the factory default setting.
ADF Skew Fix Off On	Corrects slight skew in the scanned image **Note:** Off is the factory default setting
Scan edge to edge Off On	Specifies whether the original document is scanned edge-to-edge **Note:** Off is the factory default setting.
Sharpness 1–5	Adjusts the amount of sharpness on a scanned image **Note:** 3 is the factory default setting.
Temperature -4 to 4	Enables 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.
Use cc:/bcc: Off On	Enables the use of the cc: and bcc: fields **Note:** Off is the factory default setting.

FTP Settings menu

Menu item	Description
Format PDF (.pdf) TIFF (.tif) JPEG (.jpg) XPS (.xps)	Specifies the format of the FTP file **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
    Off
    On
Searchable PDF
    Off
    On
	Configures 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 and Searchable PDF. Secure requires you to enter your password twice.

Content Type Text/Photo Photo Text Graphics	Specifies the content of the original document **Note:** Text/Photo is the factory default setting.
Content Source Color Laser Inkjet Photo/Film Magazine Newspaper Press Other Black and White Laser	Specifies how the original document was produced **Note:** Color Laser is the factory default setting.
Color On Off	Specifies whether copies are printed in color **Note:** On is the factory default setting.

Menu item	Description
Resolution 150 dpi 200 dpi 300 dpi 400 dpi 600 dpi 75 dpi	Specifies the quality of scanned images in dots per inch (dpi). **Note:** 150 dpi is the factory default setting.
Darkness 1–9	Lightens or darkens the output **Note:** 5 is the factory default setting.
Orientation Portrait Landscape	Specifies the orientation of the scanned image **Note:** Portrait is the factory default setting.
Original Size Letter Legal Executive Tabloid Folio Statement Universal 4 x 6 in. 3 x 5 in. Business Card Custom Scan Size [x] A3 A4 A5 Oficio (Mexico) A6 JIS B4 JIS B5 Book Original Auto Size Sense Mixed Sizes	Specifies the paper size of the original document **Notes:** • A4 is the international factory default setting. • Letter is the U.S. factory default setting.
Sides (Duplex) Off Long edge Short edge	Specifies how the text and graphics are oriented on the page **Note:** Off is the factory default setting.

Menu item	Description
JPEG Quality Best for content 5–90	Sets the quality of a JPEG photo image in relation to file size and the 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. - This menu setting applies to all scan functions.
Text Default 5–90	Sets the quality of the text in relation to file size and the quality of the image **Note:** 75 is the factory default setting.
Text/Photo Default 5–90	Sets the quality of a text/photo image in relation to file size and the quality of the image **Note:** 75 is the factory default setting.
Photo Default 5–90	Sets the quality of a photo image in relation to file size and the quality of the image **Note:** 50 is the factory default setting.
Use Multi-Page TIFF On Off	Provides 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. **Notes:** - On is the factory default setting. - This menu setting applies to all scan functions.
TIFF Compression LZW JPEG	Specifies 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	Specifies whether to print the transmission log **Note:** Print log is the factory default setting.
Log Paper Source Tray [x] Manual Feeder	Specifies a paper source when printing FTP logs **Note:** Tray 1 is the factory default setting.
FTP bit Depth 8 bit 1 bit	Enables the Text/Photo mode to have 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 Off On	Lets you copy a document that contains mixed paper sizes into a single scan job **Note:** Off is the factory default setting.
Scan Preview Off On	Specifies whether a preview appears on the display for scan jobs **Note:** Off is the factory default setting.

Menu item	Description
Allow Save as Shortcut On Off	Enables shortcut creation for FTP addresses **Note:** On is the factory default setting.
Background Removal -4 to 4	Adjusts the amount of background visible on a copy **Note:** 0 is the factory default setting.
Color Balance Cyan - Red Magenta - Green Yellow - Blue	Enables 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
	Specifies which color to drop and adjusts 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	Specifies the contrast of the output **Note:** Best for content is the factory default setting.
Mirror Image Off On	Creates a mirror image of the original document **Note:** Off is the factory default setting.
Negative Image Off On	Creates a negative image of the original document **Note:** Off is the factory default setting.
Shadow Detail -4 to 4	Adjusts the amount of shadow detail visible on a scanned image **Note:** 0 is the factory default setting.
ADF Skew Fix Off On	Corrects slight skew in the scanned image **Note:** Off is the factory default setting
Scan edge to edge Off On	Specifies whether the original document is scanned edge-to-edge **Note:** Off is the factory default setting.
Sharpness 1–5	Adjusts the amount of sharpness of a scanned image **Note:** 3 is the factory default setting.

Menu item	Description
Temperature -4 to 4	Enables 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.

Flash Drive menu

Scan Settings

Menu item	Description

Format
    PDF (.pdf)
    TIFF (.tif)
    JPEG (.jpg)
    XPS (.xps)
	Specifies the format of the file to be sent through FTP
	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
	Configures 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/Photo
    Photo
    Text
    Graphics
	Specifies the content of the original document
	Note: Text/Photo is the factory default setting.

Content Source
    Color Laser
    Inkjet
    Photo/Film
    Magazine
    Newspaper
    Press
    Other
    Black and White Laser
	Specifies how the original document was produced
	Note: Color Laser is the factory default setting.

Menu item	Description
Color On Off	Specifies whether copies are printed in color **Note:** On is the factory default setting.
Resolution 150 dpi 200 dpi 300 dpi 400 dpi 600 dpi 75 dpi	Specifies the resolution of the scan in dots per inch (dpi) **Note:** 150 dpi is the factory default setting.
Darkness 1–9	Lightens or darkens the output **Note:** 5 is the factory default setting.
Orientation Portrait Landscape	Specifies the orientation of the scanned image **Note:** Portrait is the factory default setting.
Original Size Letter Legal Executive Tabloid Folio Statement Universal 4 x 6 in. 3 x 5 in. Business Card Custom Scan Size [x] A3 A4 A5 Oficio (Mexico) A6 JIS B4 JIS B5 Book Original Auto Size Sense Mixed Sizes	Specifies the paper size of the document **Note:** Letter is the U.S. factory default setting. A4 is the international factory default setting.
Sides (Duplex) Off Long edge Short edge	Specifies how the text and graphics are oriented on a page **Note:** Off is the factory default setting.

Menu item	Description
JPEG Quality Best for content 5–90	Sets 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. • This menu applies to all scan functions.
Text Default 5–90	Sets the quality of the text in relation to file size and the quality of the image **Note:** 75 is the factory default setting.
Text/Photo Default 5–90	Sets the quality of a text/photo image in relation to file size and the quality **Note:** 75 is the factory default setting.
Photo Default 5–90	Sets the quality of a photo image in relation to file size and the quality **Note:** 50 is the factory default setting.
Use Multi-Page TIFF On Off	Provides 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. **Notes:** • On is the factory default setting. • This menu applies to all scan functions.
TIFF Compression LZW JPEG	Specifies the format used in compressing TIFF files. **Note:** LZW is the factory default setting.
Scan Bit Depth 8 bit 1 bit	Enables the Text/Photo mode to have smaller file sizes by using 1-bit images when Color is set to Off **Note:** 8 bit is the factory default setting.
File Name	Lets you enter a base file name **Note:** A maximum of 53 characters is allowed.
Custom Job Scanning Off On	Lets you copy a document containing mixed paper sizes in a single copy job **Note:** Off is the factory default setting.
Scan Preview Off On	Specifies whether a preview appears on the display for scan jobs **Note:** Off is the factory default setting.
Background Removal -4 to 4	Adjusts the amount of background visible on a copy **Note:** 0 is the factory default setting.
Color Balance Cyan - Red Magenta - Green Yellow - Blue	Enables an equal balance of colors in the scanned image

Menu item	Description
Color Dropout Color Dropout None Red Green Blue Default Red Threshold 0–255 Default Green Threshold 0–255 Default Blue Threshold 0–255	Specifies which color to drop and adjusts 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 Best for content 0–5	Specifies the contrast of the scanned image **Note:** Best for content is the factory default setting.
Mirror Image Off On	Creates a mirror image of the original document **Note:** Off is the factory default setting.
Negative Image Off On	Creates a negative image of the original document **Note:** Off is the factory default setting.
Shadow Detail -4 to 4	Adjusts the amount of shadow detail visible on a scanned image **Note:** 0 is the factory default setting.
ADF Skew Fix Off On	Corrects the slight skew on the scanned image **Note:** Off is the factory default setting
Scan edge to edge Off On	Specifies whether the original document is scanned edge-to-edge **Note:** Off is the factory default setting.
Sharpness 1–5	Adjusts the amount of sharpness on a scanned image **Note:** 3 is the factory default setting.
Temperature -4 to 4	Enables 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.

Print Settings

Copies 1–999	Specifies 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	Sets a default paper source for all print jobs **Note:** Tray 1 is the factory default setting.
Color Color Black Only	Specifies 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)	Stacks 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	Specifies whether prints are on one side or on both sides of the page **Note:** 1 sided is the factory default setting.
Duplex Binding Long Edge Short Edge	Defines the way two-sided pages are bound and how the printing on the back of the page is oriented in relation to the printing on the front of the page **Notes:** • 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).
Paper Saver Orientation Auto Landscape Portrait	Specifies the orientation of a multiple-page document **Note:** Auto is the factory default setting. The printer chooses between portrait and landscape
Paper Saver Off 2-Up 3-Up 4-Up 6-Up 9-Up 12-Up 16-Up	Specifies 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 printed per side.
Paper Saver Border None Solid	Prints a border on each page image **Note:** None is the factory default setting.

Paper Saver Ordering Horizontal Reverse Horizontal Reverse Vertical Vertical	Specifies 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.
Separator Sheets Off Between Copies Between Jobs Between Pages	Specifies 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 the print job. This setting is useful when printing transparencies or when inserting blank pages in a document for notes.
Separator Sheet Source Tray [x] Manual Feeder	Specifies the paper source for separator sheets **Notes:** • Tray 1 is the factory default setting. • From the Paper menu, Configure MP must be set to Cassette in order for Manual Feeder to appear as a menu setting.
Blank Pages Do Not Print Print	Specifies whether blank pages are inserted in a print job **Note:** Do Not Print is the factory default setting.

Print Settings

Setup menu

Menu item	Description
Printer Language PS Emulation PCL Emulation	Sets the default printer language **Notes:** • PS Emulation is the factory default printer language. • Setting a printer language as the default does not prevent a software program from sending print jobs that use another printer language.

Menu item	Description
Job Waiting Off On	Specifies that print jobs be removed from the print queue if they require unavailable printer options or custom settings. They are stored in a separate print queue, so other jobs print normally. When the missing information and/or options are obtained, the stored jobs print. **Notes:** • Off is the factory default setting. • This menu 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	Sets 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 the image to be moved into the non-printable area defined by the Normal setting, but the printer will clip the image at the Normal setting boundary. Whole Page only affects 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 Speed Max Yield	Sets color toner use in printing **Notes:** • Max Speed is the default printer setting. • The printer driver is capable of overriding this setting
Black Only Mode Off On	Sets the printer to print text and graphics using only the black print cartridge **Note:** Off is the factory default setting.
Download Target RAM Flash Disk	Sets the storage location for downloads **Notes:** • RAM is the factory default setting. Storing downloads in RAM is 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 appears only when a flash and/or disk option is installed.

Menu item	Description
Resource Save Off On	Specifies how the printer handles temporary downloads, such as fonts and macros stored in RAM, when the printer receives a job that requires more memory than is available **Notes:** • Off is the factory default setting. Off sets the printer to retain the downloads only until memory is needed. Downloads are deleted in order to process print jobs. • On retains the downloads during language changes and printer resets. If the printer runs out of memory, then **38 Memory Full** appears, and downloads are not deleted.
Print All Order Alphabetical Oldest First Newest First	Specifies the order in which held and confidential jobs are printed when Print All is selected **Note:** Alphabetical is the factory default setting. Print jobs always appear in alphabetical order on the printer control panel.

Job Accounting menu

Note: This menu item appears only if a formatted, non-defective printer hard disk is installed. The printer hard disk cannot be read/write- or write-protected.

Menu item	Description
Job Accounting Log Off On	Determines if the printer creates a log of the print jobs it receives **Note:** Off is the factory default setting.
Job Accounting Utilities	Lets you print and delete log files or export them to a flash drive
Accounting Log Frequency Monthly Weekly	Determines 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	Determines how the printer responds when the frequency threshold expires **Note:** None is the factory default setting.
Disk Near Full Level 1–99 Off	Specifies the maximum size of the log file before the printer executes the Disk Near Full Action **Note:** 5MB is the factory default setting.

Menu item	Description
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	Determines 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.
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	Determines how the printer responds when disk usage reaches the maximum limit (100MB) **Note:** None is the factory default setting.
URL to Post Logs	Determines where the printer posts job accounting logs
E‑mail Address to Send Logs	Specifies the e‑mail address to which the device sends job accounting logs
Log File Prefix	**Note:** The current host name defined in the TCP/IP menu is used as the default log file prefix.

Finishing menu

Menu item	Description
Sides (Duplex) 1 sided 2 sided	Specifies whether duplex (2‑sided) printing is set as the default for all print jobs **Notes:** • 1 sided is the factory default setting. • You can set 2‑sided printing from 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.

Menu item	Description
Duplex Binding Long Edge Short Edge	Defines the way duplexed pages are bound and how the printing on the back of the page is oriented in relation to the printing on the front of the page **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	Specifies a default number of copies for each print job **Note:** 1 is the factory default setting.
Blank Pages Do Not Print Print	Specifies whether blank pages are inserted in a print job **Note:** Do Not Print is the factory default setting.
Collate On (1,2,1,2,1,2) Off (1,1,1,2,2,2)	Stacks the pages of a print job in sequence when printing multiple copies **Notes:** • On is the factory default setting. No pages will be collated. • The On setting stacks the print job sequentially. • Both settings print the entire job the number of times specified by the Copies menu setting.
Separator Sheets Off Between Copies Between Jobs Between Pages	Specifies 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 the print job. This setting is useful when printing transparencies or inserting blank pages in a document for notes.
Separator Source Tray [x] Manual Feeder	Specifies the paper source for separator sheets **Note:** Tray 1 (standard tray) is the factory default setting.

Menu item	Description
Paper Saver Off 2-Up 3-Up 4-Up 6-Up 9-Up 12-Up 16-Up	Specifies that multiple-page images be printed on one side of a sheet of paper **Notes:** • Off is the factory default setting. • The number selected is the number of page images that will print on each page.
Paper Saver Ordering Horizontal Reverse Horizontal Reverse Vertical Vertical	Specifies the positioning of multiple-page images **Notes:** • Horizontal is the factory default setting. • Positioning depends on the number of images and whether the images are in portrait or landscape orientation.
Paper Saver Orientation Auto Landscape Portrait	Specifies the orientation of a multiple-page sheet **Note:** Auto is the factory default setting. The printer chooses between portrait and landscape.
Paper Saver Border None Solid	Prints 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 Image Q	Specify the printed output resolution.
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.

Use	To
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.
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.

Use	To

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.
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.

Utilities menu

Menu item	Description

Remove Held Jobs
   Confidential
   Held
   Not Restored
   All
	Removes 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
	Formats 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 option card in the printer.
	• A flash memory option card must be installed in the printer and operating properly for this menu item to be available.
	• The flash memory option card must not be read/write- or write-protected.

Menu item	Description
Delete Downloads on Disk Delete Now Do Not Delete	Removes downloads from the printer hard disk, including all held jobs, buffered jobs, and parked jobs **Notes:** • Delete Now configures the printer control panel to return to the originating screen after the deletion process is completed. • Do Not Delete sets the printer control panel to return to the main Utilities menu.
Activate Hex Trace	Assists 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 the printer off or reset the printer.
Coverage Estimator Off On	Provides 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

Menu item	Description
Print Error Pages Off On	Prints a page containing information on errors, including XML markup errors **Note:** Off is the factory default setting.

PDF menu

Menu item	Description
Scale to Fit No Yes	Scales page content to fit the selected paper size **Note:** No is the factory default setting.
Annotations Do Not Print Print	Prints annotations in a PDF **Note:** Do Not Print is the factory default setting.

PostScript menu

Menu item	Description
Print PS Error Off On	Prints a page containing the PostScript error **Note:** Off is the factory default setting.

Menu item	Description
Lock PS Startup Mode Off On	Enables users to disable the SysStart file **Note:** Off is the factory default setting.
Font Priority Resident Flash/Disk	Establishes the font search order **Notes:** • Resident is the factory default setting. • This menu item is available only if a formatted flash memory option card or printer hard disk is installed and operating properly. • 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 Off On	Enhances the contrast and sharpness of low-resolution images and smooths 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

Menu item	Description
Font Source Resident Disk Download Flash All	Specifies the set of fonts used by the Font Name menu item **Notes:** • Resident is the factory default setting. Resident shows the factory default set of fonts downloaded in RAM. • Flash and Disk settings show all fonts resident in that option. • The Flash option must be properly formatted and cannot be read/write-, write-, or password-protected. • Download shows all the fonts downloaded in RAM. • All shows all fonts available to any option.
Font Name Courier 10	Identifies a specific font and the option where it is stored **Note:** Courier 10 is the factory default setting. Courier 10 shows the font name, font ID, and the storage location in the printer. The font source abbreviation is R for Resident, F for Flash, K for Disk, and D for download.

Menu item	Description

Symbol Set
  10U PC-8
  12U PC-850
	Specifies 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 alphabetic 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.

PCL Emul Settings
  Pitch
    0.08–100
	Specifies 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).
	• Pitch can be increased or decreased in 0.01-cpi increments.
	• For nonscalable monospaced fonts, the pitch appears on the display but cannot be changed.

PCL Emul Settings
  Orientation
    Portrait
    Landscape
	Specifies the orientation of text and graphics on the page
	Notes:
	• Portrait is the factory default setting. Portrait 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 Emul Settings
  Lines per Page
    1–255
    60
    64
	Specifies 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 desired Paper Size and Orientation before setting Lines per Page.

PCL Emul Settings
  A4 Width
    198 mm
    203 mm
	Sets 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 Emul Settings
  Auto CR after LF
    Off
    On
	Specifies whether the printer automatically performs a carriage return (CR) after a line feed (LF) control command
	Note: Off is the factory default setting.

PCL Emul Settings
  Auto LF after CR
    Off
    On
	Specifies whether the printer automatically performs a line feed (LF) after a carriage return (CR) control command
	Note: Off is the factory default setting.

Menu item	Description

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 Env
    Off
    None
    0–199
	Configures the printer to work with printer software or programs that use different source assignments for trays and feeders
	
	Notes:
	
	• Off is the factory default setting.
	• None is not an available selection. It is only displayed when it is selected by the PCL 5 interpreter. It also ignores the Select Paper Feed command.
	• 0–199 allows a custom setting to be assigned.

Tray Renumber
  View Factory Defaults
    None
	Displays the factory default setting assigned to each tray or feeder

Tray Renumber
  Restore Defaults
    Yes
    No
	Returns all tray and feeder assignments to the factory default settings

HTML menu

Menu Item		Description
Font Name		Sets the default font for HTML documents
Albertus MT	Joanna MT	**Note:** The Times font is used in HTML documents that do not specify a font.
Antique Olive	Letter Gothic	
Apple Chancery	Lubalin Graph	
Arial MT	Marigold	
Avant Garde	MonaLisa Recut	
Bodoni	Monaco	
Bookman	New CenturySbk	
Chicago	New York	
Clarendon	Optima	
Cooper Black	Oxford	
Copperplate	Palatino	
Coronet	StempelGaramond	
Courier	Taffy	
Eurostile	Times	
Garamond	TimesNewRoman	
Geneva	Univers	
Gill Sans	Zapf Chancery	
Goudy	NewSansMTCS	
Helvetica	NewSansMTCT	
Hoefler Text	New SansMTJA	
Intl CG Times	NewSansMTKO	
Intl Courier		
Intl Univers		

Menu item	Description
Font Size 1–255 pt	Sets 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%	Scales the default font for HTML documents **Notes:** • 100% is the factory default setting. • Scaling can be increased in 1% increments.
Orientation Portrait Landscape	Sets the page orientation for HTML documents **Note:** Portrait is the factory default setting.

Menu item	Description
Margin Size 8–255 mm	Sets the page margin for HTML documents **Notes:** • 19 mm is the factory default setting. • Margin size can be increased in 1-mm increments.
Backgrounds Print Do Not Print	Specifies whether to print backgrounds on HTML documents **Note:** Print is the factory default setting.

Image menu

Menu item	Description
Auto Fit On Off	Selects the optimal paper size, scaling, and orientation **Note:** On is the factory default setting. It overrides scaling and orientation settings for some images.
Invert Off On	Inverts bi-tonal monochrome images **Notes:** • Off is the factory default setting. • This setting does not apply to GIF or JPEG images.
Scaling Best Fit Anchor Center Fit Height/Width Fit Height Fit Width Anchor Top Left	Scales 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 Rev Portrait Rev Landscape	Sets the image orientation **Note:** Portrait is the factory default setting.

PictBridge menu

Menu item	Description
Photo Size Auto L 2L Hagaki Postcard Card Size 100 x 150 mm 4 x 6 in 8 x 10 in Letter A4 A5 JIS B5	Controls the printed size of each photo printed from a PictBridge-enabled device **Notes:** • Auto is the factory default setting. • If both the printer and the PictBridge-enabled camera have a value for this setting, the value in the camera supersedes the value in the printer.
Layout Auto Off 2 Up 3 Up 4 Up 6 Up 9 Up 12 Up 16 Up Index Print	Determines the maximum number of images that can be printed on one side of paper **Notes:** • Auto is the factory default setting. • If both the printer and the PictBridge-enabled camera have a value for this setting, the value in the camera supersedes the value in the printer.
Quality Normal Draft Fine	Determines which resolution, toner darkness, and color saver values the device uses when printing photos sent from a PictBridge-enabled device **Notes:** • Normal is the factory default setting. • If both the printer and the PictBridge-enabled camera have a value for this setting, the value in the camera supersedes the value in the printer.
Paper Source MP Feeder Tray [x] Manual Paper	Identifies the printer default input source when printing photos from a PictBridge-enabled device **Notes:** • MP Feeder is the factory default setting. • A photo size larger than the size of the media installed in the printer input source cannot be selected.

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

Securing the memory before moving the printer

Statement of Volatility

Your printer contains various types of memory that are capable of storing device and network settings, information from embedded solutions, and user data. The types of memory—along with the types of data stored by each—are described below.

- **Volatile memory**—Your device utilizes standard *Random Access Memory* (RAM) to temporarily buffer user data during simple print and copy jobs.

- **Non-volatile memory**—Your device may utilize 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.

- **Hard disk memory**—Some devices have a hard disk drive installed. The printer hard disk is designed for device-specific functionality and cannot be used for long term storage for data that is not print-related. The hard disk does not provide the capability for users to extract information, create folders, create disk or network file shares, or FTP information directly from a client device. The hard disk can retain buffered user data from complex scan, print, copy, and fax jobs, as well as form data, and font data.

There are several circumstances under which you might wish to erase the contents of the memory devices installed in your printer. A partial list includes:

- The printer is being decommissioned
- The printer hard drive 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 hard drive

Note: Not all printers have a hard disk installed.

In high-security environments, it may be necessary to take additional steps to ensure that confidential data stored on the printer hard disk cannot be accessed once the printer—or its hard disk—is removed from your premises. While most data can be erased electronically, you may want to consider one or more of the following actions before disposing of a printer or hard disk:

- **Degaussing**—Flushes the hard drive 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: While most data can be erased electronically, the only way to guarantee that all data is completely erased is to physically destroy each memory device on which data could have been stored.

Erasing volatile memory

The volatile memory (RAM) installed on your printer requires a power source to retain information. To erase the buffered data, simply power down the device.

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 2ABC and 6MNO 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 reboot several times during this process.

   Note: Wipe All Settings securely removes device settings, solutions, jobs, faxes, and passwords on the printer.

4 Touch **Back** > **Exit Config Menu**.

The printer will 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, the touch screen displays a list of functions.

3 Touch **Wipe Disk**, and then touch 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 Touch **Yes** to 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 Touch **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 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 contents 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. When the printer is fully turned on, a list of functions appears on the printer display.

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.

Maintaining the printer

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 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 outside 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.

Cleaning the scanner glass

Clean the scanner glass if you encounter print quality problems, such as streaks on copied or scanned images.

1 Slightly dampen a soft, lint-free cloth or paper towel with water.

2 Open the scanner cover.
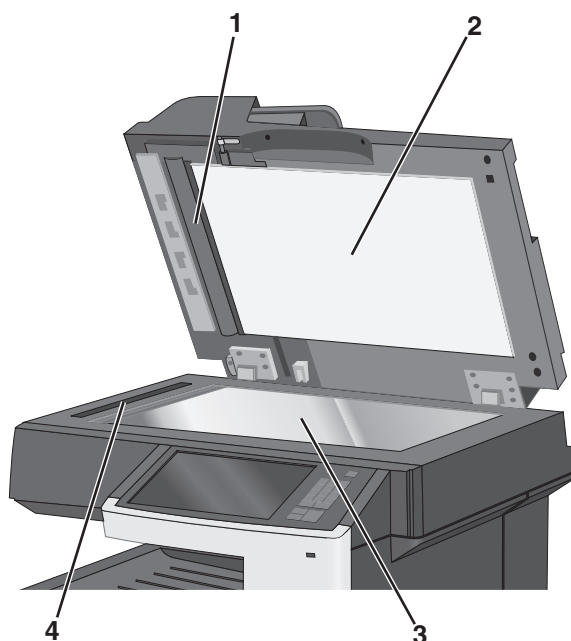
1	White underside of the ADF cover
2	White underside of the scanner cover

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 28x paper jam messages.

1 Turn the printer off.

2 Slightly dampen a soft, lint-free cloth with water.

3 Open the ADF cover.
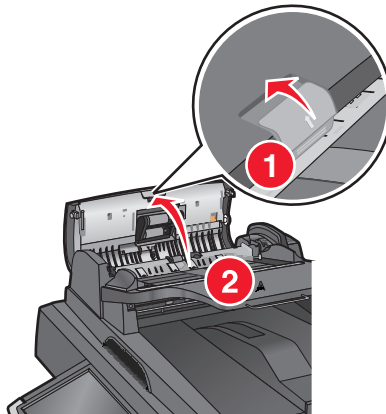
4 Remove the pick roller assembly.
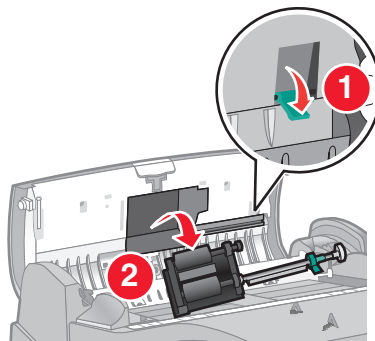
5 Wipe the surface of both pick rollers.

6 Reinsert the pick roller assembly.
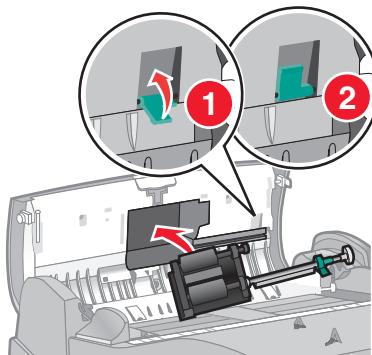
7 Wipe the entire surface under the ADF cover, including the two small white rollers.

8 Close the ADF cover.
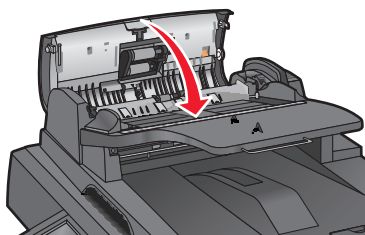
Cleaning the printhead lenses

1 Open the front door.
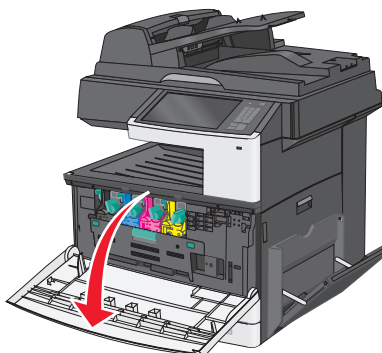
2 Turn the toner lock lever to the right and pull the toner cartridge out.
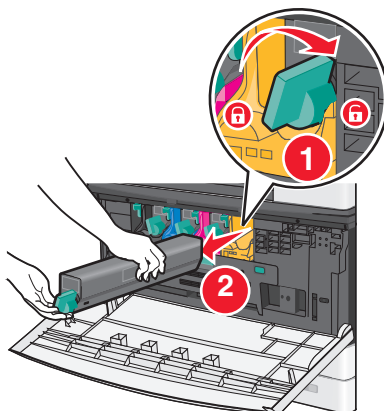
3 Remove the imaging unit:

   a Open the internal cover.
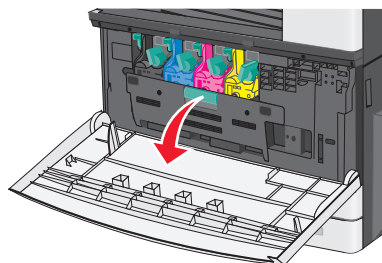
   b Push the imaging unit lock lever up and pull out the imaging unit.
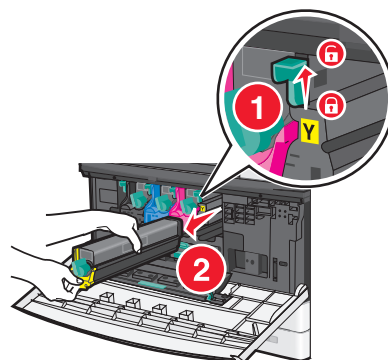
4 Locate the LED wipe at the end of the imaging unit. Make sure it is in the correct position.
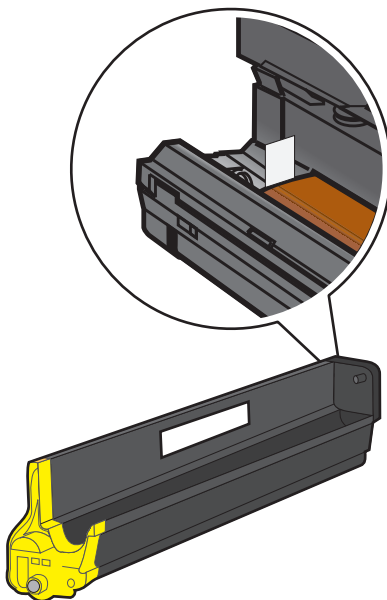
5 Reinstall the imaging unit. When inserted into the printer, the LED wipe will rub across the row of LEDs, thus cleaning the printhead lenses.
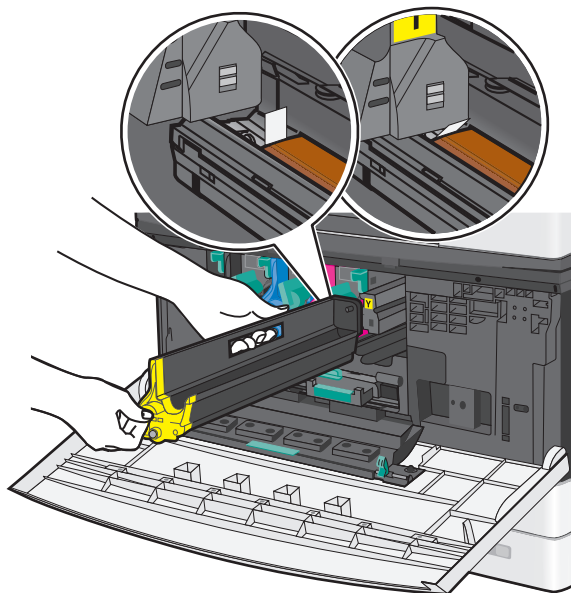
a Insert the imaging unit into the printer until it *clicks* into place.
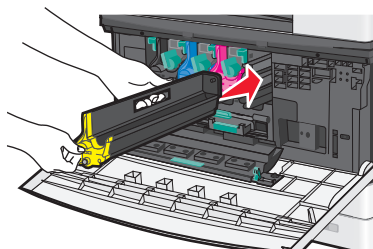
b Using both hands, push the sides of the internal cover firmly until the cover *clicks* into place.
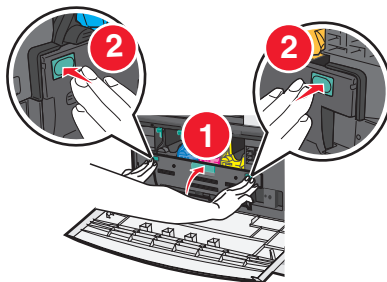
6 Insert the toner cartridge into the printer and then turn the toner lock lever to the left.
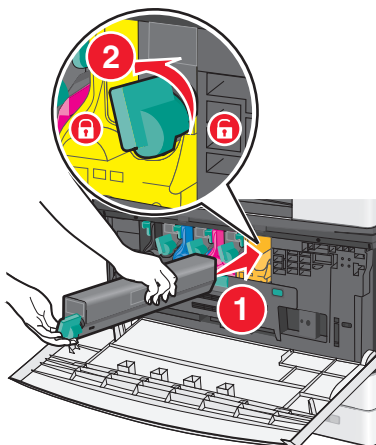
7 Repeat step 2–6 to for all imaging units.

8 Close the front door.
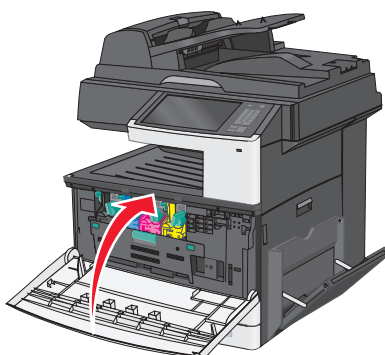
Storing supplies

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

Checking the status of supplies

A message appears on the display when a replacement supply item is needed or when maintenance is required.

Checking the status of supplies from the printer control panel

From the home screen, touch **Status/Supplies** > **View Supplies**.

Checking the status of supplies from a network computer

Note: The computer must be connected to the same network as the 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 **Device Status**.

The Device Status page appears, displaying a summary of supply levels.

Ordering supplies

To order 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.

Note: All life estimates for printer supplies assume printing on letter- or A4-size plain paper.

Ordering toner cartridges

When `88.xx [color] cartridge low`, or `88.xx [color] cartridge nearly low` appears, order a new cartridge.

When `88.2x Replace [color] cartridge` appears, replace the specified cartridge.

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	Part number
Black high-yield toner cartridge	X925H2KG
Cyan high-yield toner cartridge	X925H2CG
Magenta high-yield toner cartridge	X925H2MG

Part name	Part number
Yellow high-yield toner cartridge	X925H2YG

Ordering imaging units

When `84.xx [Color] imaging unit low`, or `84.xx [Color] imaging unit nearly low` appears, order a replacement imaging unit.

When `84.xx Replace [color] imaging unit and [color] cartridge` appears, replace the specified imaging unit and toner cartridge.

Part name	Part number
Black imaging unit	C925X72G
Yellow imaging unit	C925X75G
Magenta imaging unit	C925X74G
Cyan imaging unit	C925X73G

Ordering a fuser or a transfer module

When `80.xx Fuser life warning`, `80.xx Fuser near life warning`, or `83.xx Transfer module life warning` appears, order a replacement fuser or a transfer module.

When `80.xx Replace fuser` or `83.xx Replace transfer module` appears, install the new fuser or the new transfer module. For installation information, see the documentation that came with the part.

Part name	Part number
Fuser	40X6013 (110 volts)
	40X6093 (220 volts)
Transfer module	40X6011

Ordering a waste toner bottle

When `82.xx Waste toner bottle nearly full` appears, order a replacement waste toner bottle.

When `82.xx Replace waste toner bottle` appears, replace the waste toner bottle.

Note: Waste toner bottle reuse is not recommended.

Part name	Part number
Waste toner bottle	C925X76G

Ordering ADF replacement parts

Order ADF replacement parts if you experience problems with paper double-feeding or failing to feed through the ADF.

Part name	Part number
ADF separator roll	40X6328
ADF pick roll	40X6327

Replacing supplies

Replacing an imaging unit

1 Open the front door.
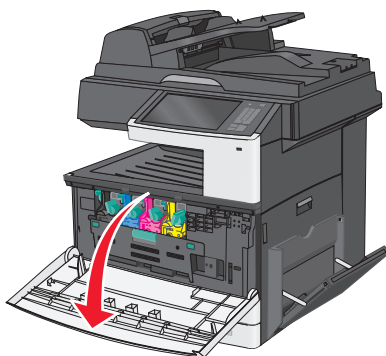
Warning—Potential Damage: To avoid overexposing the imaging units, do not leave the door open for more than 10 minutes.

2 Open the internal cover.
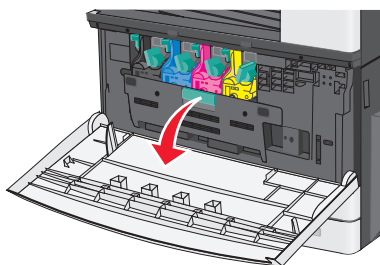
3 Push the imaging unit lock lever up and pull out the imaging unit with the toner cartridge attached to it.
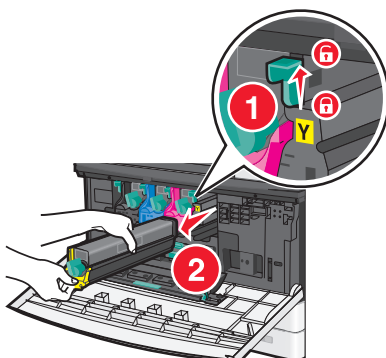
4 Unpack the replacement imaging unit.

5 Peel off the black protective sheet and the toner sealing tape.
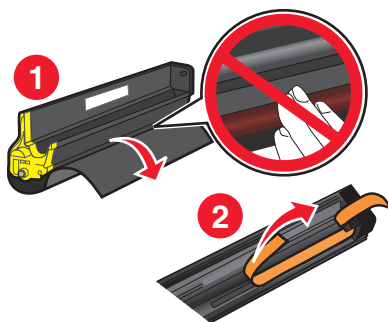
6 Insert the imaging unit into the printer until it *clicks* it into place.
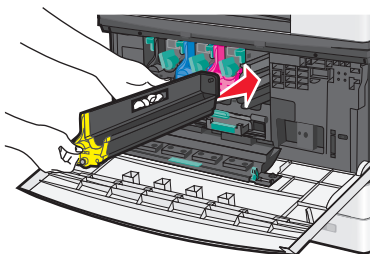
7 Using both hands, push the sides of the internal cover firmly until the cover *clicks* into place.
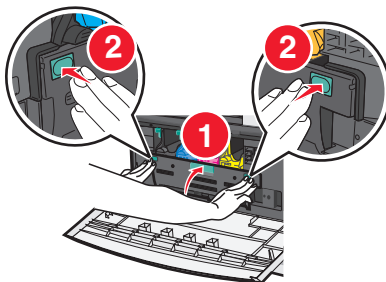
8 Unpack the toner cartridge, and then shake it to redistribute the toner.
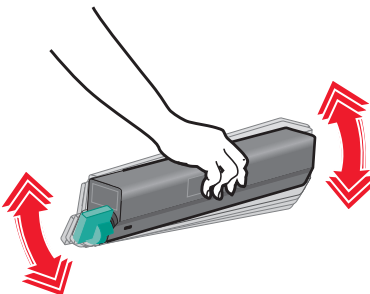
9 Peel off the toner sealing tape.
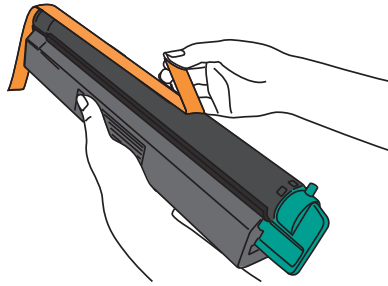
10 Insert the toner cartridge and turn the lock lever to the left.
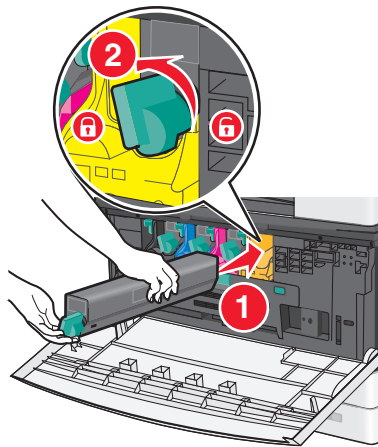
11 Close the front door.
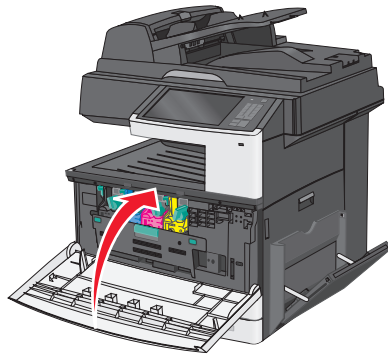
Replacing a toner cartridge

1 Open the front door.

> **Warning—Potential Damage:** To avoid overexposing the imaging units, do not leave the door open for more than 10 minutes.
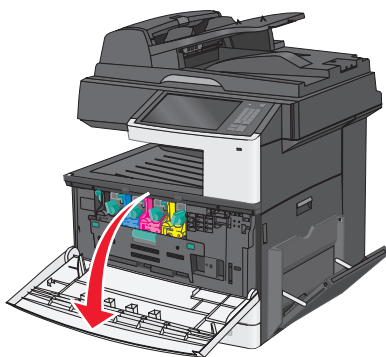
2 Turn the toner lock lever to the right and pull the toner cartridge out.
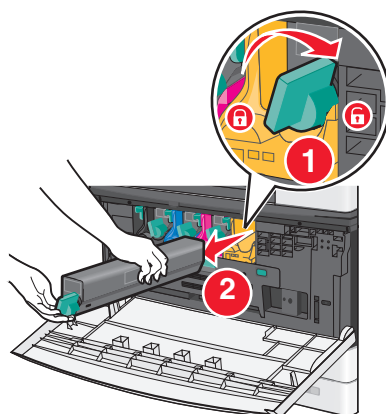
3 Unpack the toner cartridge, and then shake it to redistribute the toner.
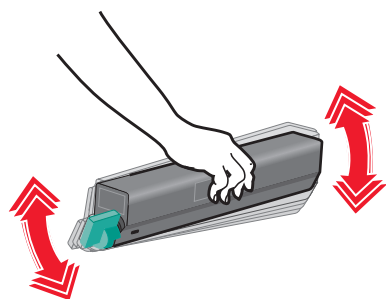
4 Peel off the toner sealing tape.
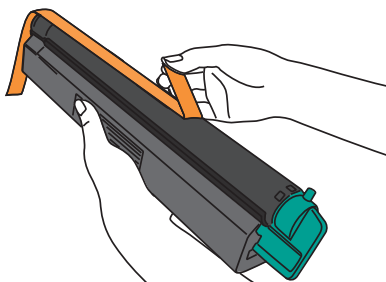
5 Insert the new cartridge into the printer and then turn the toner lock lever to the left.
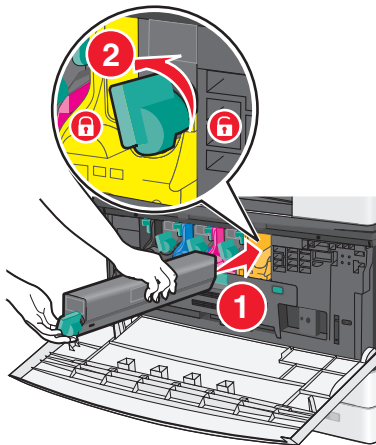
6 Close the front door.
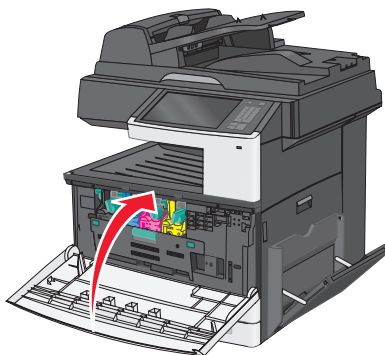
Replacing the waste toner bottle

1 Turn the printer off.

2 Open the front door.
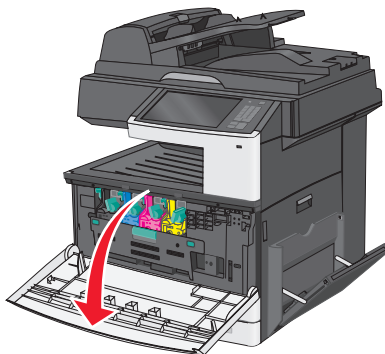
3 Open the internal cover.
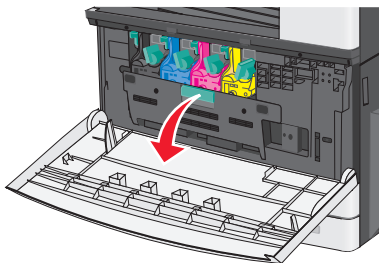
4 Pull out the used waste toner bottle.
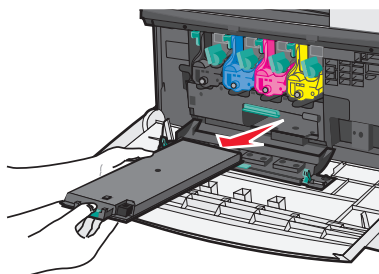
5 Unpack the new waste toner bottle.
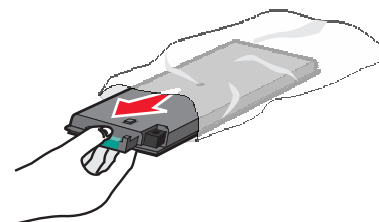
6 Insert the new waste toner bottle into the printer.
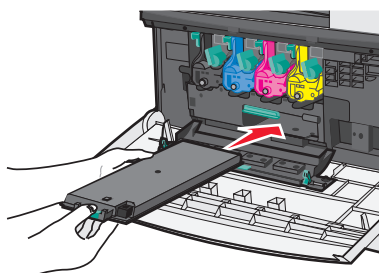
7 Using both hands, push the sides of the internal cover firmly until it *clicks* into place.
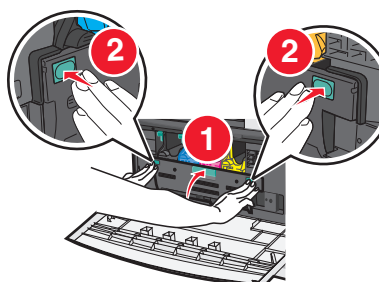
8 Close the front door.
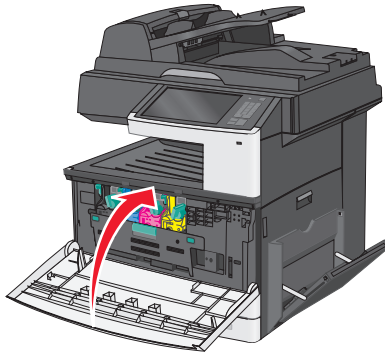
9 From the printer control panel, reset the Waste Toner Bottle counter in the Supplies menu.

Moving the printer

Before 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.

⚠️ **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 electrical outlet.
- Disconnect all cords and cables from the printer before moving it.
- Lift the printer off the optional tray, and then set it aside instead of trying to lift the tray and printer at the same time.

Note: Use the handholds located on both sides of the printer to lift it.

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.

Administrative support

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, go to the **Lexmark security Web page** or see the *Embedded Web Server—Security: Administrator's Guide* at **http://support.lexmark.com**.

Using the Embedded Web Server

If the printer is installed on a network, then the Embedded Web Server is available for a range of functions including:

- Viewing a virtual display of the printer control panel
- Checking the status of the printer supplies
- Configuring printer settings
- Configuring network settings
- Viewing reports

To access the Embedded Web Server for your printer:

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

   Notes:

   - If you do not know the IP address of the printer, then print a network setup page, and then locate the IP address in the TCP/IP section.
   - If you are using a proxy server, then temporarily disable it to load the Embedded Web Server correctly.

2 Press **Enter**.

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.

Checking the status of the 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 **Device Status**.

The device status shows the following:
- Paper tray settings
- Level of toner in the print cartridge
- Percentage of life remaining in the maintenance kit
- Capacity measurements of certain printer parts

Setting up e‑mail alerts

You can have the printer send you an e‑mail when the supplies are getting low or when the paper needs to be changed, 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 address to receive the alerts.

5 Click **Submit**.

Note: Contact your system support person to set up the e‑mail server.

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.

Restoring factory default settings

If you want to retain a list of the current menu settings for reference, then print a menu settings page before restoring the factory default settings.

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 RAM are deleted. Downloads stored in flash memory or on a printer hard disk are not affected.

From the home screen, navigate to:

▤ > **Settings** > **General Settings** > **Factory Defaults** > **Restore Now** > **Submit**

Clearing jams

By carefully selecting paper and loading it properly, you can avoid most jams. If jams occur, follow the steps outlined in this chapter.

If Jam Recovery is set to On, then the printer prints a new copy of the page that jammed. If Jam Recovery is set to Auto, then the printer reprints the jammed page if enough printer memory is available.

Avoiding jams

Paper tray recommendations

- Make sure the paper lies flat in the tray.
- Do not remove a tray while the printer is printing.
- Do not load a tray while the printer is printing. Load it prior to printing, or wait for a prompt to load it.
- Do not load too much paper. Make sure the stack height does not exceed the indicated maximum height.
- 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.

Paper recommendations

- Use only recommended paper or specialty media.
- Do not load wrinkled, creased, damp, bent, or curled paper.
- Flex and straighten paper before loading it.
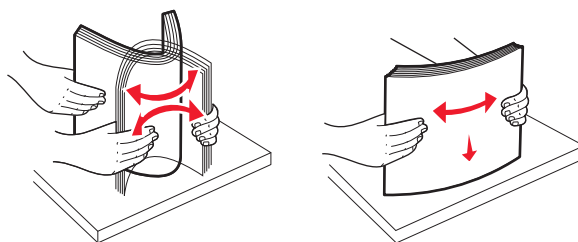
- Do not use paper that has been cut or trimmed by hand.
- Do not mix paper sizes, weights, or types in the same stack.
- Make sure all sizes and types are set correctly in the printer control panel menus.
- Store paper per manufacturer recommendations.

Understanding jam numbers and locations

When a jam occurs, a message indicating the jam location appears on the display. Open doors and covers and remove trays to access jam locations. To resolve any paper jam message, you must clear all jammed paper from the paper path.
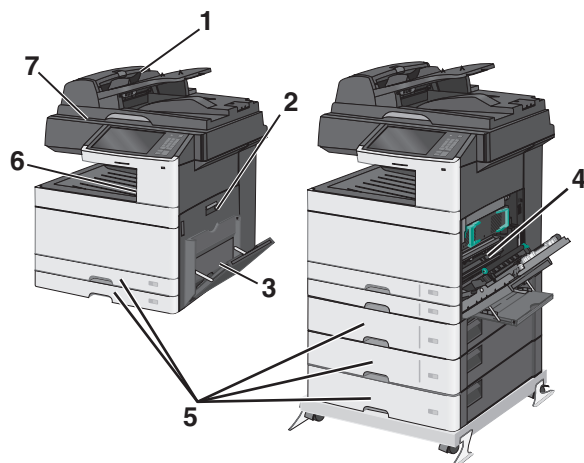
Area	Jam numbers	What to do
1	280-289	1 Remove all paper from the ADF. 2 Flex and stack the paper. 3 Reload the ADF. 4 Adjust the paper guide. 5 Touch **Continue, jam cleared**.
2	200-201	Open the side cover, and then remove any jams.
3	250	1 Remove all media from the multipurpose feeder. 2 Flex and stack the media. 3 Reload the multipurpose feeder. 4 Adjust the paper guide. 5 Touch **Continue, jam cleared**.
4	230–239	Open the side cover, lower the duplex unit, and then remove the jam.
5	24x	Open each tray, and then remove any jams.
6	203	Grasp any jammed paper visible in the standard exit bin.
7	451	Open the scan cover, and then remove any jams.

200 paper jam

1 Open the side door.

> ⚠ **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.

2 Pull the jammed paper up and out to remove it from the paper path.
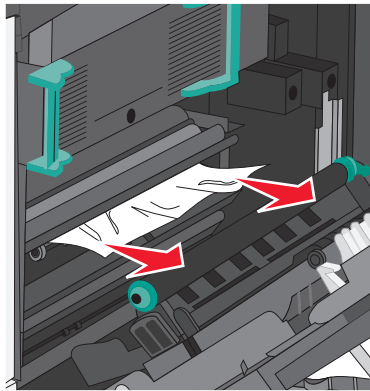
Notes:

- Make sure all paper fragments are removed.
- If the page is in the fuser, the fuser nip release lever should be lowered and should be switched to envelope mode.
- After removing the jammed page, return the lever to the proper position.

3 Close the side door.

4 Touch **Continue, jam cleared**.

201 paper jam

1 Open the side door.

> ⚠ **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.

2 Determine where the jam is located, and then remove it:

   a If the paper is visible under the fuser, then grasp it on each side and pull it out.
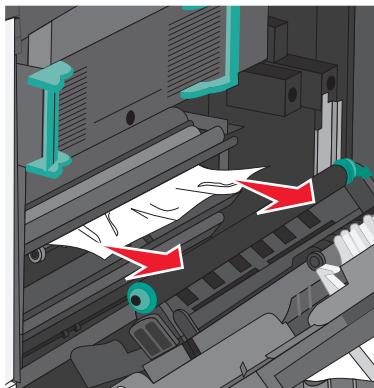
   b If the paper is not visible, then you will need to remove the fuser unit.

      Warning—Potential Damage: Do not touch the center of the fuser unit. Doing so will damage the fuser.

      1 Lift the handles on each side of the fuser, and then pull to remove the fuser unit.
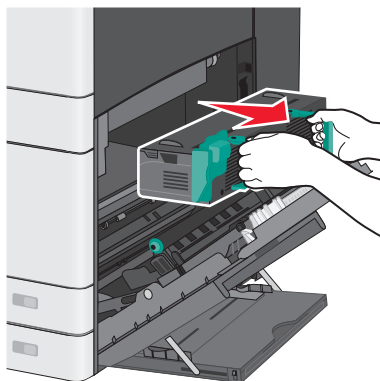
      2 Remove the jammed paper.
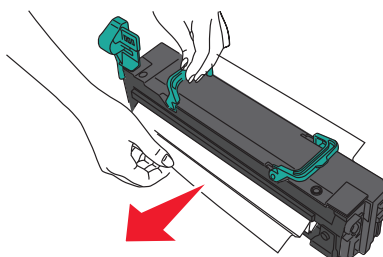
      Notes:

- Make sure all paper fragments are removed.
- Pull the jammed paper downwards.

- If the paper is in the fuser, then the fuser nip release lever should be lowered and should be switched to envelope mode.
- After removing the jammed paper, return the lever to the proper position.

3 Align the fuser unit using the handles on each side, and then place it back into the printer.
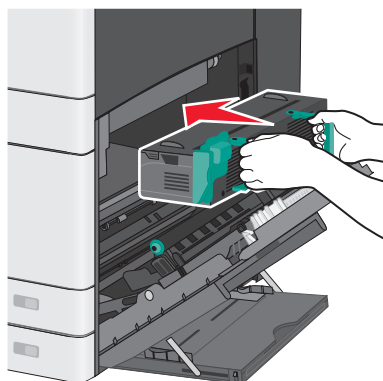
3 Close the side door.

4 Touch **Continue, jam cleared**.

203 paper jam

1 Grasp any jammed paper visible in the standard exit bin, and then gently pull it out.
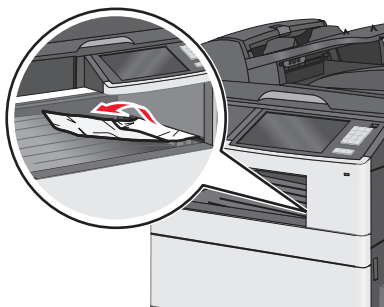
Notes:

- Make sure all paper fragments are removed.
- If the page is in the fuser, then the fuser nip release lever should be lowered and should be switched to envelope mode.
- After removing the jammed page, return the lever to the proper position.

2 Touch **Continue, jam cleared**.

230 paper jam

1 Open the side door.

2 Hold onto the handles of the duplexing unit, open the cover, and then remove any jammed paper.

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.
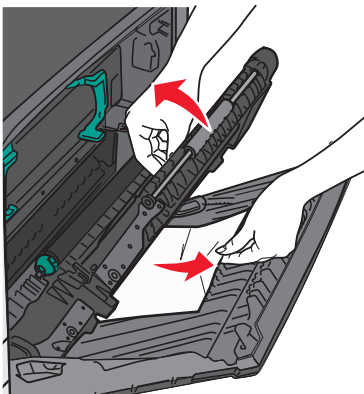
3 Close the cover on the duplexing unit.
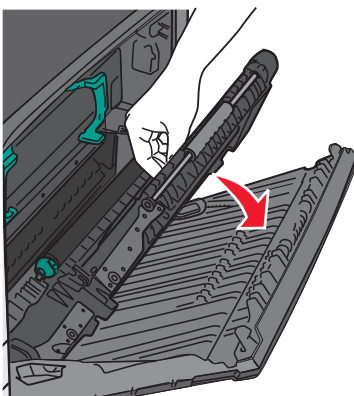
4 Close the side door.

5 Touch **Continue, jam cleared**.

231–239 paper jams

1 Open the side door.

2 Hold onto the handles of the duplexing unit, open the cover, and then remove any jammed paper.

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.
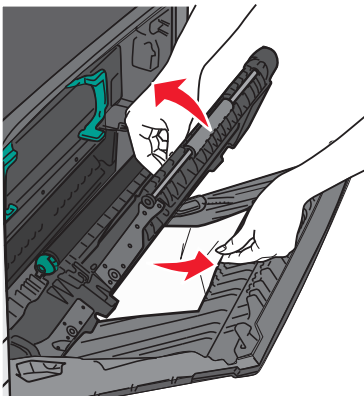
3 Close the cover of the duplexing unit.
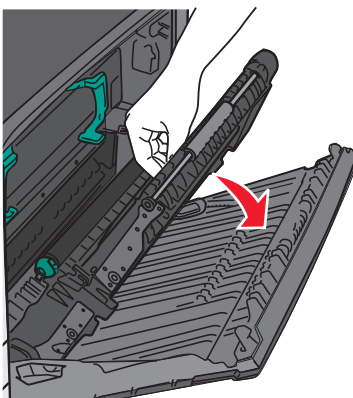
4 Close the side door.

5 Touch **Continue, jam cleared**.

24x paper jam

Paper jam in Tray 1

1 Check the side access door to trays and then pull the jammed pages out.
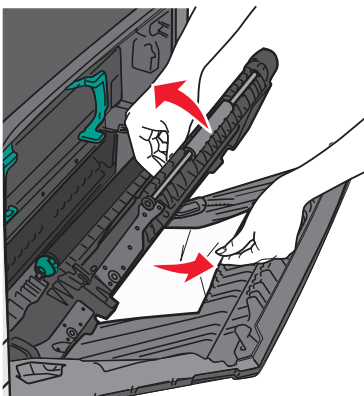
Note: Make sure all paper fragments are removed.

2 Open Tray 1, and then pull the jammed pages straight up and out.
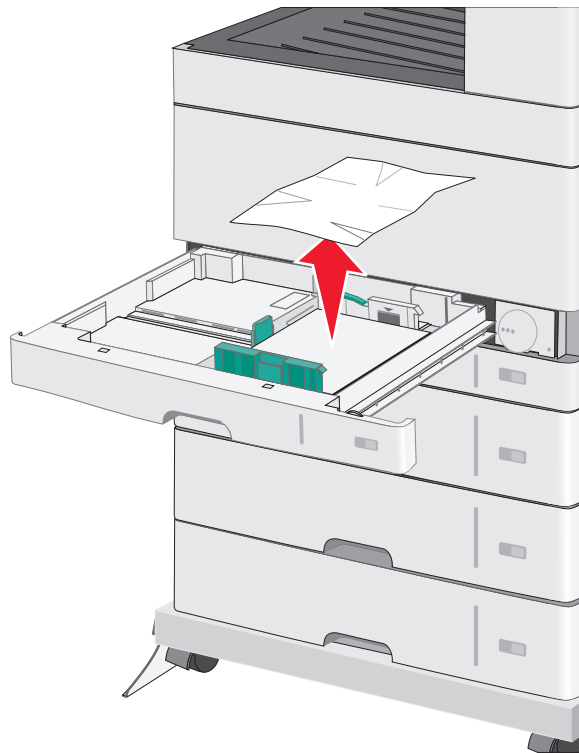
   Note: Make sure all paper fragments are removed.

3 Close Tray 1.

4 Touch **Continue, jam cleared**.

Paper jam in one of the optional trays

1 Check the side access door to trays and then pull the jammed pages out.
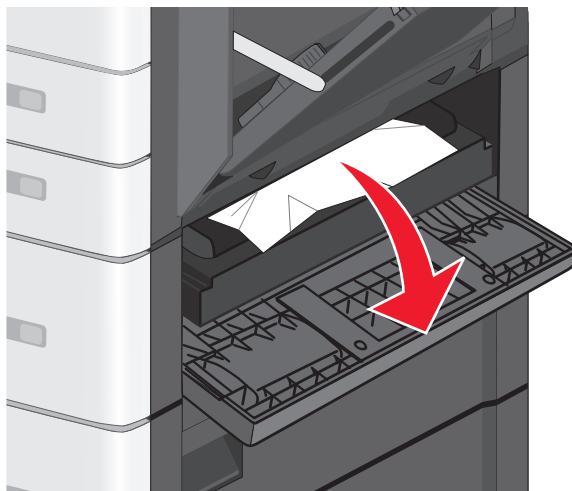
   Note: Make sure all paper fragments are removed.

2 Open the specified tray, and then pull the jammed pages out.
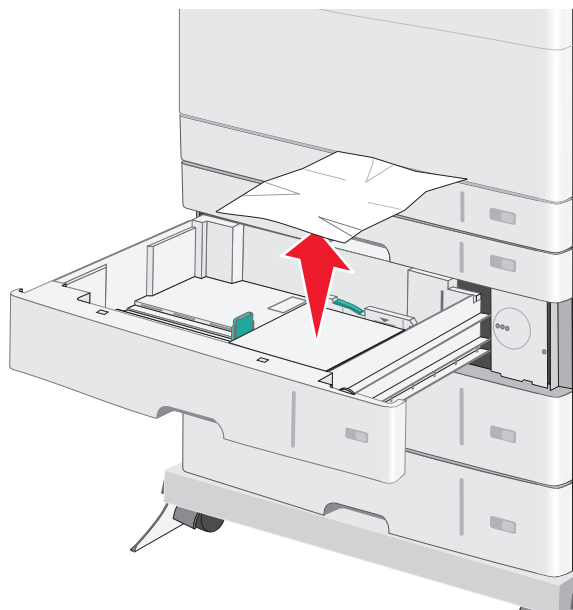
  Note: Make sure all paper fragments are removed.

3 Close the tray.

4 Touch **Continue, jam cleared**.

250 paper jam

1 Remove any jammed pages from the multipurpose feeder.

2 Load paper into the multipurpose feeder.

3 Touch **Continue, jam cleared**.

280–289 paper jams

1 Remove all original documents from the ADF.

2 Open the ADF cover.
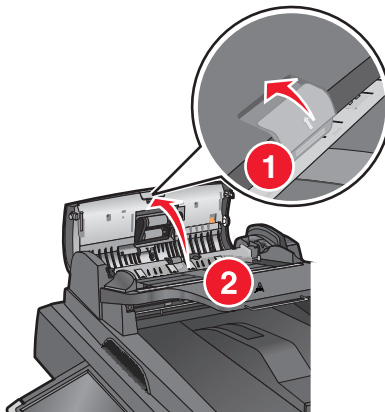
3 Grasp the jammed paper on each side, and then gently pull it out.

 Note: Make sure all paper fragments are removed.

4 Close the ADF cover.
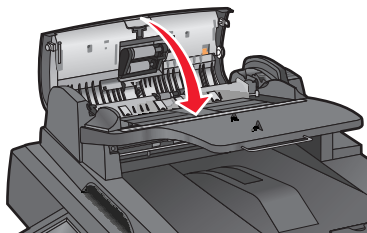
5 Reload original documents back into the ADF, straighten the stack, and then adjust the paper guide.

6 From the printer control panel, touch **Continue, jam cleared**.

290–292 paper jams

290 paper jam

Close the ADF cover.

291 paper jam

Close the scanner glass cover.

292 paper jam

Try one of more of the following:

- Close the ADF cover.
- Close the scanner cover.
- Contact your system support system person.

451 paper jam

1 Open the scanner cover, and then remove any jammed paper.

2 Close the scanner cover.

3 Touch **Continue, jam cleared**.

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:

- 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 printer control panel Paper menu, and then touch **Paper changed, continue**.
- Touch **Cancel job** to cancel the print job.

Change [paper source] to [custom type name] load [orientation]

Try one or more of the following

- 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 printer control panel Paper menu, and then touch **Paper changed, continue**.
- Touch **Cancel job** to cancel the print job.

Change [paper source] to [custom string]

Try one or more of the following:

- 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 printer control panel Paper menu, and then touch **Paper changed, continue**.
- Touch **Cancel job** to cancel the print job.

Change [paper source] to [custom string] load [orientation]

Try one or more of the following:

- 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 printer control panel Paper menu, and then touch **Paper changed, continue**.
- Touch **Cancel job** to cancel the print job.

Change [paper source] to [paper size] [paper type]

Try one or more of the following:

- 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 printer control panel Paper menu, and then touch **Paper changed, continue**.
- Touch **Cancel job** to cancel the print job.

Change [paper source] to [paper size] [paper type] load [orientation]

Try one or more of the following:

- 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 printer control panel Paper menu, and then touch **Paper changed, continue**.
- Touch **Cancel job** to cancel the print job.

Close [tray] door

Close the specified tray door.

Close front or side door

Close the front or side door of the printer.

Disk corrupted

The printer attempted a hard disk recovery on a corrupted hard disk, and the hard disk cannot be repaired. The 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.

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 USB device has been inserted. Remove the USB device, and then install a supported one.

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 [src] with [custom type name]

Try one or more of the following:

- Load the specified paper in the tray or feeder.
- 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, it feeds from that tray. If the printer cannot find a tray with the correct paper type and size, it prints from the default paper source.

- Cancel the print job.

Load [src] with [custom string]

Try one or more of the following:

- Load the specified paper in the tray or feeder.
- 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, it feeds from that tray. If the printer cannot find a tray with the correct paper type and size, it prints from the default paper source.

- Cancel the print job.

Load [src] with [size]

Try one or more of the following:

- Load the specified paper in the tray or feeder.
- 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, it feeds from that tray. If the printer cannot find a tray with the correct paper type and size, it feeds from the default paper source.

- Cancel the print job.

Load [src] with [type] [size]

Try one or more of the following:

- Load the specified paper in the tray or feeder.
- 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, it feeds from that tray. If the printer cannot find a tray with the correct paper type and size, 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 specified paper in the manual feeder.
- 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 specified paper in the manual feeder.
- 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 specified paper in the manual feeder.
- 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 specified paper in the manual feeder.
- 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.

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 paper from standard output bin

Remove the paper stack from the standard output 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.

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. Touch **Cancel** to clear the message.

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.

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.

30.xx Missing [color] cartridge and/or [color] imaging unit

Try one or more of the following:

- Remove and reinstall the specified toner cartridge or imaging unit. For instructions on removing a toner cartridge or imaging unit, touch **More information**.
- Install a new toner cartridge or imaging unit, following the instruction sheet that came with the replacement part.

31.xx Missing or defective [color] cartridge

Try one or more of the following:

1 Remove and reinstall the specified print cartridge.

For instructions on removing a print cartridge, touch **More Information**.

2 Touch **Continue** to clear the message.

 Note: If the message is not cleared, then replace the defective print cartridge.

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.

36 Printer service required

Touch **Continue** to clear the message or contact customer support.

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 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.

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.

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 parallel port 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 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.

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.

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 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 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 Replace transfer module

Replace the transfer module, following the instruction sheet that came with the replacement part.

84 Defective [color] imaging unit

The specified imaging unit is either missing or not functioning properly. Try one or more of the following:

- Remove the specified imaging unit, and then reinstall it.
- Remove the specified imaging unit , and then install a new one.

84.xx [color] imaging unit nearly low

1 Order a replacement imaging unit.

2 When print quality is reduced, install the new imaging unit, following the instruction sheet that came with the replacement part.

3 Touch **Continue** to clear the message and continue printing.

84.xx [color] imaging unit low

1 Order a replacement imaging unit immediately.

2 When print quality is reduced, install the new imaging unit, following the instruction sheet that came with the replacement part.

3 Touch **Continue** to clear the message and continue printing.

84.xx Replace [color] imaging unit and [color] cartridge

1 Replace the imaging unit and color cartridge, following the instruction sheets that came with the replacement parts.

2 Touch **Continue** to clear the message and continue printing.

84 Unsupported [color] imaging unit

Replace the specified imaging unit to continue printing.

88.xx [color] cartridge nearly low

1 Order a replacement toner cartridge.

2 Remove the specified cartridge.

3 Firmly shake the cartridge side‑to‑side and front‑to‑back several times to redistribute the toner.

4 Reinsert the cartridge, and then touch **Continue** to clear the message and continue printing.

Note: Repeat this procedure multiple times until the print remains faded, and then replace the cartridge.

88.xx [color] cartridge low

1 Order a replacement toner cartridge immediately.

2 Remove the specified cartridge.

3 Firmly shake the cartridge side‑to‑side and front‑to‑back several times to redistribute the toner.

4 Reinsert the cartridge, and then touch **Continue** to clear the message and continue printing.

Note: Repeat this procedure multiple times until the print remains faded, and then replace the cartridge.

88.2x Replace [color] cartridge

The specified toner cartridge is empty.

1 Replace the specified toner cartridge.

2 Touch **Continue** to clear the message and continue printing.

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 ETHERNET 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.

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 .

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 218.

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:

 📋 > **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 locate the information in the TCP/IP section.

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

3 Click **Device Solutions** > **Solutions (eSF)** > **System** tab > **Log**.

4 From the Filter menu, select an application status.

5 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, lower the scan resolution, disable Color, or change the Content type to Text.

CONTACT CUSTOMER SUPPORT

If you still cannot isolate the problem, then contact customer support.

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.

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**.

Memory card

Make sure the memory card is securely connected to the printer system board.

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

These are possible solutions. 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 stack of paper you load does not exceed the maximum stack height indicated in the tray or on the multipurpose feeder.

CHECK THE PAPER GUIDES

Move the guides in the tray to the correct positions for the paper size loaded.

THE PAPER MAY HAVE ABSORBED MOISTURE DUE TO HIGH HUMIDITY

- Load paper from a fresh package.
- 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
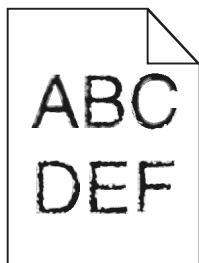
If you are using downloaded fonts, verify that the fonts are supported by the printer, the host computer, and the software program.

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

ABCDE
ABCDE
ABCDE
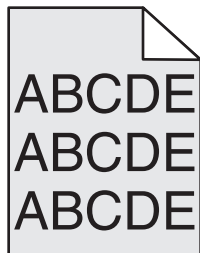
CHECK THE TONER DARKNESS SETTING

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
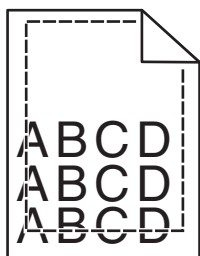
ABCD
ABCD
ABCD

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
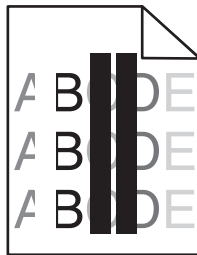
Try one or more of the following:

MAKE SURE THERE IS NO DEFECTIVE TONER CARTRIDGE

Replace the defective toner cartridge.

MAKE SURE THE IMAGING UNIT IS NOT DEFECTIVE

Replace the defective imaging unit.

MAKE SURE THE TRANSFER MODULE IS NOT DEFECTIVE

Replace the transfer module.

CLEAN THE PRINTHEAD LENSES

Remove and reinstall the imaging unit. The LED wipe at the end of the imaging unit will rub across the row of LEDs, thus cleaning the 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
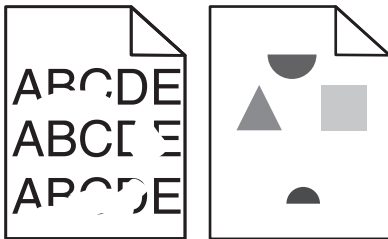
Try one or more of the following:

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
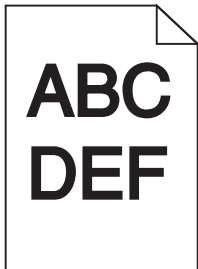
Try one or more of the following:

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 drop-down 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.

MAKE SURE THERE IS NO DEFECTIVE TONER CARTRIDGE

Replace the defective toner cartridge.

Print is too light
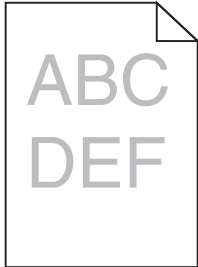
Try one or more of the following:

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 Orientation pictures drop-down 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 TONER 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 toner cartridge.

2 Firmly shake the cartridge side-to-side and front-to-back several times to redistribute the toner.

3 Reinsert the toner cartridge.

  Note: If print quality does not improve, replace the print cartridge.

If the problem continues, the printer may need to be serviced. For more information, contact customer support.

MAKE SURE THERE IS NO DEFECTIVE TONER CARTRIDGE

Replace the defective toner cartridge.

Printer is printing blank pages
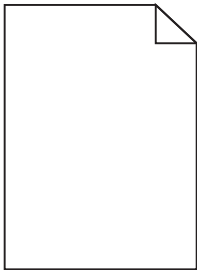
Try one or more of the following:

MAKE SURE THERE IS NO PACKING MATERIAL LEFT ON THE TONER OR PRINT CARTRIDGE

Remove the cartridge and make sure the packing material is properly removed. Reinstall the cartridge.

MAKE SURE THE TONER OR PRINT CARTRIDGE IS NOT LOW ON TONER

When `88.xx [color] cartridge low` appears, make sure that toner is distributed evenly among all four cartridges:

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.
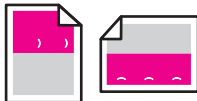
2 Firmly shake the cartridge side-to-side and front-to-back several times to redistribute the toner.

3 Reinsert the cartridge.

  Note: If print quality does not improve, then replace the cartridge of the color that is not printing.

If the problem continues, then the printer may need to be serviced. For more information, contact customer support.

Repeating defects appear on a page

Cause	Solution
If marks occur repeatedly in only one color and multiple times on a page:	

Cause	Solution
The transfer module is defective.	Replace the transfer module if the defects occur every: • 38 mm (1.50 in.)
An imaging unit is defective.	Replace the imaging unit if the defects occur every: • 41.0 mm (1.61 in.) • 75.0 mm (2.95 in.)
If marks occur down the page repeatedly in all colors:	
The fuser is defective.	Replace the fuser if the defects occur every: • 141 mm (5.55 in.)

Shadow images appear on prints
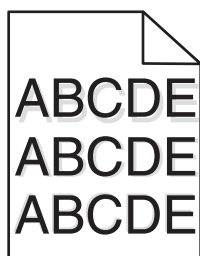
CHECK THE PAPER TYPE AND WEIGHT SETTINGS

Make sure the paper type and weight settings match the paper loaded in the tray:

1 From the printer control panel Paper menu, check the Paper Type and Paper Weight settings.

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.

MAKE SURE THE IMAGING UNIT IS NOT DEFECTIVE

Replace the imaging unit.

MAKE SURE THE TONER CARTRIDGE IS NOT LOW ON TONER

When `88.xx [color] cartridge low` appears, make sure the toner is distributed evenly within the toner cartridge.

1 Remove the toner 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 toner cartridge.

Note: If print quality does not improve, replace the toner cartridge.

If the problem continues, the printer may need to be serviced. For more information, contact Customer Support.

Skewed print

These are possible solutions. Try one or more of the following:

CHECK THE PAPER GUIDES

Move 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.

Solid color pages

Try one or more of the following:

MAKE SURE THE IMAGING UNIT IS INSTALLED CORRECTLY AND IS NOT DEFECTIVE

Remove and then reinstall the imaging unit. If the problem continues, the imaging unit may need to be replaced.

MAKE SURE THE TONER CARTRIDGES ARE INSTALLED CORRECTLY, ARE NOT DEFECTIVE AND NOT LOW ON TONER

- Remove and reinstall the toner cartridges.
- Make sure toner is distributed evenly within the toner cartridge:

  1 Remove the toner 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 toner cartridge.

Note: If print quality does not improve, replace the toner cartridge.

- If the problem continues, the printer may need to be serviced. For more information, contact customer support.

Streaked horizontal lines appear on prints
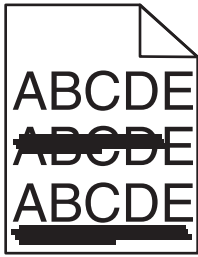
Try one or more of the following:

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
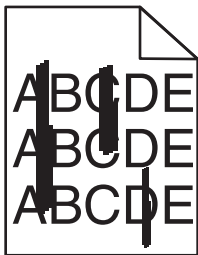
Try one or more of the following:

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

Cause	Solution
Toner cartridge may be defective or installed incorrectly.	Reinstall or replace the toner cartridge.
Transfer module may be worn or defective.	Replace the transfer module.
Imaging unit may be worn or defective.	Replace the imaging unit.
Fuser may be worn or defective.	Replace the fuser.
Toner may be in the paper path.	Call for service.
Printer may not have recalibrated recently.	Perform color adjust from the Quality menu.
Application may specify an off-white background.	Check the application.

Toner rubs off

Cause	Solution
Specialty media is being used.	Make sure the correct Paper Type is selected.
The Paper Weight setting in the Paper Menu is wrong for the type of paper being used.	Change the Paper Weight from Normal to Heavy. If necessary, change Paper Texture from Normal to Rough.
Fuser is worn or defective.	Replace the fuser.
Fuser is in envelope mode.	Open the side door. Make sure that the green lever on the left side of the fuser is not in envelope mode.

Toner specks

Cause	Solution
Toner cartridges may be worn or defective.	Replace the defective or worn cartridges.
Toner is in the paper path.	Call for service.
The imaging unit may be defective.	Replace the defective imaging unit.

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.

Uneven print density
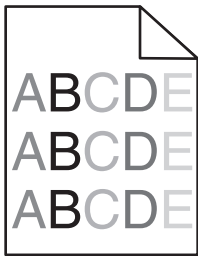
Try one or more of the following:

MAKE SURE THERE IS NO DEFECTIVE OR WORN TONER CARTRIDGE

Replace the worn or defective toner cartridge.

MAKE SURE THE IMAGING UNIT IS NOT DEFECTIVE

Replace the defective imaging unit.

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 (known as *CMYK color*) 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/LED 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 applications typically specify document color using RGB or CMYK color combinations. Additionally, they commonly let you modify the color of each object in a document. For more information, see the software application Help section.

How does the printer know what color to print?

When you print 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 type information lets different color conversion tables be used for different types of objects. 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.

Should I use PostScript or PCL emulation printer software? What settings should I use for the best color?

The PostScript driver is strongly recommended for best color quality. The default settings in the PostScript driver provide preferred color quality for the majority of printouts.

Why doesn't the printed color match the color that 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 color in a corporate logo)?"

The printed page appears tinted. Can I slightly adjust the color?

Sometimes you may consider printed pages to 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, adjusting the Color Balance setting may create more preferable color. Color Balance lets you 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 under the Color Balance menu will slightly increase (or decrease) the amount of toner used for the chosen color. For example, if you believe the overall printed page to be too red, then decreasing both magenta and yellow could potentially improve color.

My color transparencies seem dark when being 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. For more information about the paper and media specifications, see the *User's Guide* on the *Software and Documentation* CD.

What is manual color correction?

The color conversion tables applied to each object when using the default Auto Color Correction setting generate preferred color for the majority of documents. Occasionally, you may want to apply a different color table mapping. This customization is accomplished using the Manual Color menu and the Manual Color Correction setting.

Manual Color Correction applies to RGB and CMYK color conversion table mappings as defined in the Manual Color menu.

You can select any of the different color conversion tables for RGB or CMYK:

Color conversion table	Settings
RGB	- sRGB Display - Display–True Black - sRGB Vivid - Vivid - Off
CMYK	- US CMYK - Euro CMYK - Vivid CMYK - Off

Note: The Manual Color Correction setting is not useful if the software application does not specify colors with RGB or CMYK combinations. It is also not effective in situations where the software application or the computer operating system controls the adjustment of colors.

How can I match a particular color (such as a corporate logo)?

Occasionally, you may have a need for the printed color of a particular object to closely match a specific color. For example, you may need to match the color of a corporate logo. While instances can occur in which the printer cannot exactly reproduce the desired color, you should be able to identify adequate color matches for the majority of cases.

The Color Samples menu item can provide useful information in helping solve this particular type of color-matching problem. The nine Color Samples values correspond to color conversion tables in the printer. Selecting any of the Color Samples values 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.

You can examine the color samples pages and 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 application. For instructions, see the software application Help. Manual Color Correction may be necessary to utilize the selected color conversion table for the particular object.

Selecting which Color Samples pages 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 application (RGB or CMYK combinations). When the printer Color Correction setting is set to Off, the color is based on the print job information; no color conversion is implemented.

Note: The Color Samples pages are not useful if the software application does not specify colors with RGB or CMYK combinations. Additionally, certain situations exist where the software application or the computer operating system adjusts the RGB or CMYK combinations specified in the application through color management. The resulting printed color may not be an exact match of the Color Samples pages.

The following table can help identify which Color Sample pages to use for color matching.

Color specification and object to be printed	Color Correction setting	Sample pages to use
RGB—Text	Auto	sRGB Vivid
	Manual	Manual Color RGB Text Setting
RGB—Graphic	Auto	sRGB Vivid
	Manual	Manual Color RGB Graphic Setting
RGB—Image	Auto	sRGB Display
	Manual	Manual Color RGB Image Setting
CMYK—Text	Auto	US CMYK or Euro CMYK
	Manual	Manual Color CMYK Text Setting
CMYK—Graphic	Auto	US CMYK
	Manual	Manual Color CMYK Graphic Setting
CMYK—Image	Auto	US CMYK
	Manual	Manual Color CMYK Image Setting

What are Detailed Color Samples and how do I access them?

These pages require the use of the Embedded Web Server. The Embedded Web Server is a series of resident pages stored in the network printer firmware. To access these pages, browse to the IP address of the network printer. Click **Configuration Menu**, and then click **Detailed Color Samples**.

For more information about using the Embedded Web Server, see the *User's Guide* on the *Software and Documentation* CD.

Detailed Color Samples are pages similar to the default pages of color samples accessible from the Quality menu using the printer control panel. The default color samples available using this method have an increment value of 10% for red, green, and blue. If you find a value on this page that is close, but would like to scan more colors in a nearby area, then you can use the Detailed Color Samples to select the desired color values and a more specific increment. This provides a way to print multiple pages of colored boxes that surround a specific color of interest.

There are nine conversion tables available with the following three options:

- **Print**—Prints the default pages
- **Detailed**—Lets you enter individual red, green, and blue values and a specific increment of color
- **Reset**—Lets you clear the existing information and enter new values

The process can be duplicated for Cyan (C), Magenta (M), Yellow (Y), and Black (K) color conversion tables, too. Collectively, these values are known as CMYK color. The default increment is 10% for Black and 20% each for Cyan, Magenta, and Yellow.

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 X925, XS925

Machine type:

7541

Model(s):

032, 036, 096

Edition notice

October 2014

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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

Lexmark regulatory type/model LEX-M05-001: FCC ID: IYLLEXM05001; IC: 2376A-M05001

Lexmark regulatory type/model LEX-M05-002: FCC ID: IYLLEXM05002; IC: 2376A-M05002

Licensing notices

All licensing notices associated with this product can be viewed from the root directory of the installation software CD.

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 (one-sided), 55 (two-sided)
Scanning	54
Copying	54

1-meter average sound pressure, dBA	
Ready	39

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.

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.

Temperature information

Ambient operating temperature	15.6 to 32.2°C (60 to 90°F)
Shipping temperature	-40 to 43.3°C (-40 to 110°F)
Storage temperature and relative humidity	1 to 35°C (34 to 95°F)
	8 to 80% RH

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.

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.	623
Copy	The product is generating hard-copy output from hard-copy original documents.	632
Scan	The product is scanning hard-copy documents.	156
Ready	The product is waiting for a print job.	135
Sleep Mode	The product is in a high-level energy-saving mode.	25.9
Hibernate	The product is in a low-level energy-saving mode.	5

Mode	Description	Power consumption (Watts)
Off	The product is plugged into a wall 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):	5

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 wall 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.

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.

European Community (EC) directives conformity

This product is in conformity with the protection requirements of EC Council directives 2004/108/EC and 2006/95/EC on the approximation and harmonization of the laws of the Member States relating to electromagnetic compatibility and safety of electrical equipment designed for use within certain voltage limits.

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.

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.

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.

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 14B5109 or 80D1877) to be installed on any line which receives metering pulses in Switzerland. The Lexmark filter must be used, as metering pulses are present on all analog telephone lines in Switzerland.

Utilisation de ce produit en Suisse

Cet appareil nécessite l'utilisation d'un filtre de tonalité de facturation suisse (nº de référence Lexmark : 14B5109 ou 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 14B5109 oder 80D1877) für jede Leitung installiert werden, über die in der Schweiz Zeitsteuertakte übertragen werden. Die Verwendung des Lexmark 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 14B5109 o 80D1877) da installare su tutte le linee che ricevono impulsi remoti in Svizzera. È necessario utilizzare il filtro Lexmark poiché gli impulsi remoti sono presenti su tutte le linee analogiche in Svizzera.

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, and 1999/5/EC 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 radio equipment and telecommunications terminal equipment.

Compliance is indicated by the CE marking.

$$\mathsf{C}\,\mathsf{E}$$

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.

Refer to the table at the end of the Notices section for further compliance information.

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, and 1999/5/EC 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 radio equipment and telecommunications terminal equipment.

Compliance is indicated by the CE marking.

$$C \in$$

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.

Products equipped with 2.4GHz Wireless LAN option are in conformity with the protection requirements of EC Council directives 2004/108/EC, 2006/95/EC, and 1999/5/EC 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 radio equipment and telecommunications terminal equipment.

Compliance is indicated by the CE marking.

$$C \in \textcircled{!}$$

Operation is allowed in all EU and EFTA countries, but is restricted to indoor use only.

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 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			

Česky	Společnost Lexmark International, Inc. tímto prohlašuje, že výrobek tento výrobek je ve shodě se základními požadavky a dalšími příslušnými ustanoveními směrnice 1999/5/ES.
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Deutsch	Hiermit erklärt Lexmark International, Inc., dass sich das Gerät dieses Gerät in Übereinstimmung mit den grundlegenden Anforderungen und den übrigen einschlägigen Bestimmungen der Richtlinie 1999/5/EG befindet.

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English	Hereby, Lexmark International, Inc., declares that this type of equipment is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.
Español	Por medio de la presente, Lexmark International, Inc. declara que este producto cumple con los requisitos esenciales y cualesquiera otras disposiciones aplicables o exigibles de la Directiva 1999/5/CE.
Eesti	Käesolevaga kinnitab Lexmark International, Inc., et seade see toode vastab direktiivi 1999/5/EÜ põhinõuetele ja nimetatud direktiivist tulenevatele muudele asjakohastele sätetele.
Suomi	Lexmark International, Inc. vakuuttaa täten, että tämä tuote on direktiivin 1999/5/EY oleellisten vaatimusten ja muiden sitä koskevien direktiivin ehtojen mukainen.
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Magyar	Alulírott, Lexmark International, Inc. nyilatkozom, hogy a termék megfelel a vonatkozó alapvetõ követelményeknek és az 1999/5/EC irányelv egyéb elõírásainak.
Íslenska	Hér með lýsir Lexmark International, Inc. yfir því að þessi vara er í samræmi við grunnkröfur og aðrar kröfur, sem gerðar eru í tilskipun 1999/5/EC.
Italiano	Con la presente Lexmark International, Inc. dichiara che questo questo prodotto è conforme ai requisiti essenziali ed alle altre disposizioni pertinenti stabilite dalla direttiva 1999/5/CE.
Latviski	Ar šo Lexmark International, Inc. deklarē, ka šis izstrādājums atbilst Direktīvas 1999/5/EK būtiskajām prasībām un citiem ar to saistītajiem noteikumiem.
Lietuvių	Šiuo Lexmark International, Inc. deklaruoja, kad šis produktas atitinka esminius reikalavimus ir kitas 1999/5/EB direktyvos nuostatas.
Malti	Bil-preżenti, Lexmark International, Inc., jiddikjara li dan il-prodott huwa konformi mal-ħtiġijiet essenzjali u ma dispożizzjonijiet oħrajn relevanti li jinsabu fid-Direttiva 1999/5/KE.
Nederlands	Hierbij verklaart Lexmark International, Inc. dat het toestel dit product in overeenstemming is met de essentiële eisen en de andere relevante bepalingen van richtlijn 1999/5/EG.
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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:

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—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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