

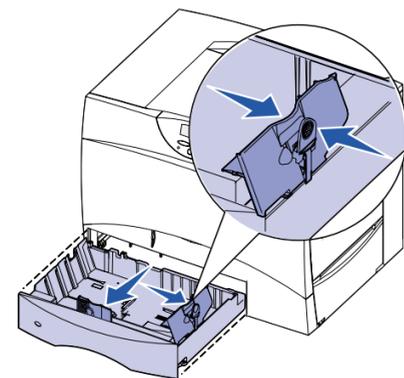
# Lexmark C750 Quick Reference

## Loading a 500-sheet tray

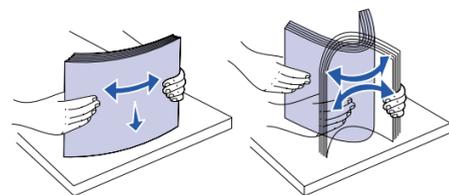
Follow these instructions to load the standard tray (tray 1) and all 500-sheet trays.

- 1 Remove the tray.
- 2 Squeeze the front guide lever and slide the guide to the front of the tray.
- 3 Squeeze the side guide lever and slide the guide to the correct position for the size paper you are loading.

Icons along the back of the tray indicate paper sizes.

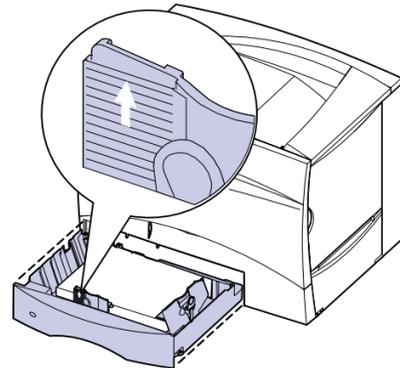


- 4 Flex the sheets back and forth to loosen them, and then fan them. Do not fold or crease the paper. Straighten the edges of the stack on a level surface.

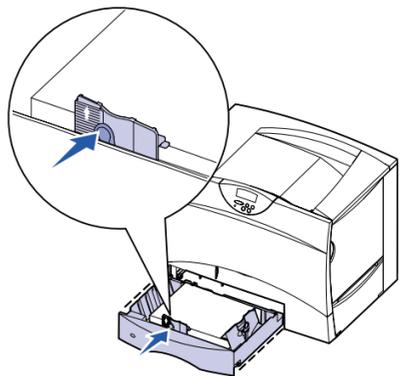


- 5 Place the paper against the back left corner of the tray, print side down. Do not bend or wrinkle the sheets.

**Note:** Do not exceed the maximum stack height. Overfilling the tray may cause a paper jam.



- 6 Squeeze the front guide lever and slide the guide until it lightly touches the stack of paper.

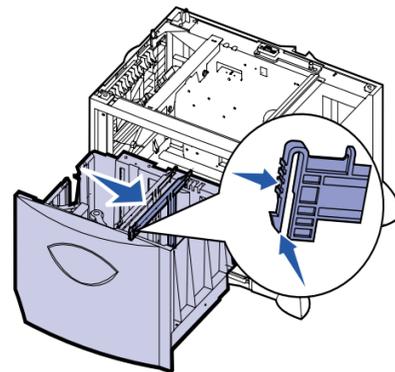


- 7 Reinstall the tray.

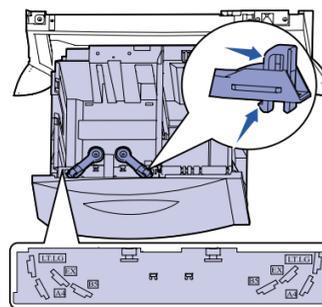
## Loading a 2000-sheet tray

Follow these instructions to load a 2000-sheet tray. *Do not load any print media other than paper in the 2000-sheet tray.*

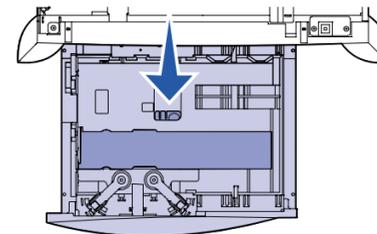
- 1 Pull open the tray.
- 2 Squeeze the side guide lever, lift the guide, and place it into the appropriate slot for the size paper you are loading.



- 3 Squeeze the two front guide levers and slide them to the correct position for the size paper you are loading.

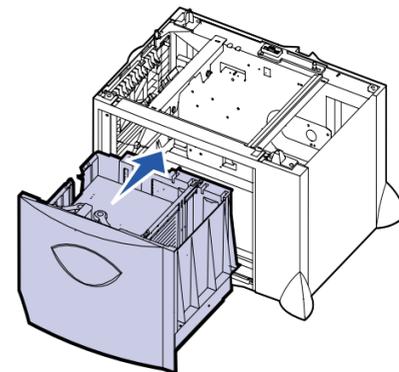


- 4 Slide the bottom support toward the front of the tray until it touches the front guide.



- 5 Flex the sheets back and forth to loosen them, and then fan them.
- 6 Place the paper against the back left corner of the tray, print side down. Do not load bent or wrinkled paper.

**Note:** Do not exceed the maximum stack height. Overfilling the tray may cause a paper jam.

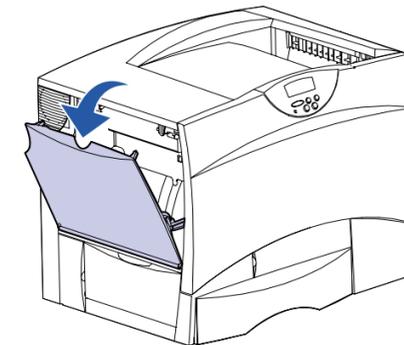


- 7 Close the tray.

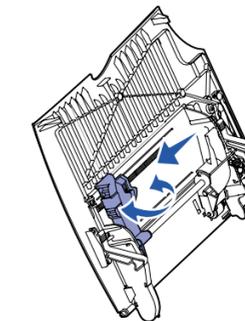
## Loading the multipurpose feeder

The multipurpose feeder accepts plain paper, envelopes, transparencies, card stock, and labels.

- 1 In your word processor, spreadsheet, browser, or other application, select **File** ▶ **Print**.
- 2 Click **Properties** (or **Options**, **Printer**, or **Setup** depending on the application) to view the printer driver settings.
- 3 Select **MP Feeder** from the Form Source list box.
- 4 Select your media type (envelopes, transparencies, glossy paper) from the Media Type list box.
- 5 Click **OK**, and then send your print job as usual.
- 6 Go to the printer. A display message prompts you to **Load Manual**.
- 7 Open the multipurpose feeder.



- 8 Reach down into the feeder. Squeeze the paper guide lever and slide the guide all the way towards the front of the printer.

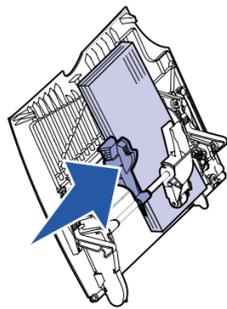


- 9 Place paper print side up, or envelopes flap side down in the feeder. Push the media in as far as it will go without forcing it.

**Note:** Arrange the media correctly for the size, type, and print method you are using. Do not overfill.



- 10 Squeeze the paper guide lever and slide the guide until it lightly touches the side of the stack.

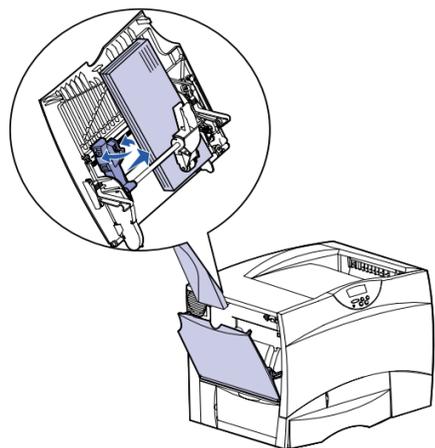


- 11 Press **Go**.

## Printing on specialty media

### Envelopes

You can print up to 10 envelopes using the multipurpose feeder. Make sure you load envelopes print side up (flaps down). See [Loading the multipurpose feeder](#) for detailed instructions.



## Transparencies and glossy paper

You can use the multipurpose feeder, tray 1, or any 500-sheet tray for transparencies or glossy paper. Load transparencies or glossy paper just as you would normal paper.

- 1 In your word processor, spreadsheet, browser, or other application, select **File** ▶ **Print**.
- 2 Click **Properties** (or **Options**, **Printer**, or **Setup** depending on the application) to view the printer driver settings.
- 3 Select the tray containing the specialty media from the Form Source list box.
- 4 Select your media type (transparencies, glossy paper, and so on) from the Media Type list box.
- 5 Click **OK**, and then send your print job as usual.

## Canceling a print job

To cancel a print job after it has started printing:

- 1 Press **Menu** until you see Job Menu, and then press **Select**.
- 2 Press **Menu** until you see Cancel Job, and then press **Select**.

## Printing a menu settings page

To verify Paper Size and Paper Type settings, and check installed options and memory, print a menu settings page:

- 1 Press **Menu** until you see Utilities Menu, and then press **Select**.
- 2 Press **Menu** until you see Print Menus, and then press **Select**. The menu settings page prints.

## Printing confidential jobs

If you want to print a job that is personal or confidential, and you do not want anyone else to see it, the printer can hold your job in memory until you arrive at the printer.

**Note:** This only works with Lexmark C750 custom printer drivers. These drivers are located on the drivers CD that shipped with your printer and on the Web at [www.lexmark.com](http://www.lexmark.com).

To a print confidential job:

- 1 In your word processor, spreadsheet, browser, or other application, select **File** ▶ **Print**.
- 2 Click **Properties** (or **Options**, **Printer**, or **Setup** depending on the application) to view the printer driver settings.
- 3 Click **Help** and refer to the topic *confidential print* or *print and hold*. Follow the instructions.

**Note:** If you send a large file to a shared network printer, it remains in the printer memory until you print it. This could prevent others from printing. Retrieve your print jobs as soon as possible. To check the amount of memory in your printer, see [Printing a menu settings page](#).

- 4 Go to the printer and use the operator panel to retrieve your confidential print job:

- a Press **Menu** until you see Confidential Job, and then press **Select**.
- b Press **Menu** until you see your user name, and then press **Select**.
- c Enter your four-digit personal identification number (PIN) using the numbered buttons on the operator panel. As you enter your PIN, asterisks appear on the display.
- d Press **Menu** until you see Print A Job, and then press **Select**. (Print All Jobs sends all jobs with the same user name and PIN immediately to the printer.)
- e Press **Menu** until you see the job you want to print, and then press **Select**.
- f Press **Go** to send the job to the printer.

After the job prints, the job is deleted from printer memory and the printer returns to the Ready state.

## Common printer messages

Message	Actions
<b>2XX Paper Jam</b> <b>Change Tray &lt;x&gt;</b> The printer is requesting a different size or type of paper than what is loaded.	<ul style="list-style-type: none"> <li>• Remove the currently loaded paper from the specified tray, and then load the requested paper.</li> <li>• Press <b>Select</b> to clear the message and print on the media currently loaded in the tray.</li> <li>• Cancel the current job.</li> </ul>
<b>Load Manual</b> The printer is ready for paper to be inserted into the multipurpose feeder.	<ul style="list-style-type: none"> <li>• Load the multipurpose feeder with the paper specified on the second line of the display.</li> <li>• Press <b>Select</b> or <b>Go</b> to ignore the manual feed request and print on paper already installed in one of the paper trays.</li> <li>• Cancel the current job.</li> </ul>
<b>Check &lt;source&gt; Paper Guide</b> The guide in the paper source is set incorrectly or the paper is loaded incorrectly.	Move the guide to the proper position or load the paper correctly.
<b>Waiting</b> The printer has received data to print but is waiting for a command or additional data.	<ul style="list-style-type: none"> <li>• Press <b>Go</b> to print the contents of the buffer.</li> <li>• Cancel the current job.</li> </ul>
<b>Not Ready</b> The printer is not ready to process data.	Press <b>Go</b> to ready the printer to receive jobs.
<b>Flushing Buffer</b> The printer is discarding the current print job.	<ul style="list-style-type: none"> <li>• Wait for the message to clear.</li> <li>• Sometimes this message means the driver data did not match what the printer was expecting. If the situation recurs, try printing from another Lexmark C750 printer driver.</li> </ul>

Message	Actions
<b>No Jobs Found. Retry?</b> The PIN you entered on the operator panel does not match the one you specified when you sent the print job.	<ul style="list-style-type: none"> <li>• Press <b>Go</b> to reenter the PIN.</li> <li>• Press <b>Return</b> until the printer returns to the Ready state.</li> </ul>
<b>Clear Paper Path</b> Paper is jammed.	Refer to the <i>Lexmark C750 Clearing Jams</i> reference card for instructions to clear the paper path.
<b>ITU/Fuser Maint</b> The image transfer unit and fuser require maintenance.	Replace the image transfer unit and the fuser. Refer to the <i>Lexmark C750 Publications CD</i> for information about ordering and replacing these maintenance items.
<b>80 Fuser Maintenance</b> The fuser needs replacing.	Replace the fuser. Refer to the <i>Lexmark C750 Publications CD</i> for information about ordering and replacing the fuser.
<b>81 ITU Maintenance</b> The image transfer unit needs replacing.	Replace the image transfer unit. Refer to the <i>Lexmark C750 Publications CD</i> for information about ordering and replacing the image transfer unit.
<b>82 Oiler Nearly Exhausted</b> or <b>82 Oiler Exhausted</b> The web oiler on the fuser needs replacing.	Replace the web oiler. Refer to the <i>Lexmark C750 Publications CD</i> for information about ordering and replacing the web oiler.

## If you need more information

- Refer to the *Lexmark C750 Setup Guide* or the *Lexmark C750 Publications CD* for helpful information about using and maintaining your printer.
- Contact your administrator or Help desk if you have questions about network printing.