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# DocuColor 40 Pro/ CP Special Materials Information

Revision 2

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## Introduction

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In response to customer requests to use special materials in the DocuColor 40 Pro/ CP, Xerox has done extensive testing on a variety of materials. This guide contains descriptions of and details about the special materials that have been approved by Xerox for use in the DocuColor 40 Pro/ CP. As the Xerox on-going materials testing program discovers new information, materials, or develops recommendations, revisions will be made to this guide.

Each section of this guide describes a single material. Descriptions include:

- General information about the unique and approved material.
- Expectations of the feeding reliability and performance of the DocuColor 40 Pro/ CP when using the material.
- Usage techniques and applications to obtain optimum performance of the material when used with the DocuColor 40 Pro/ CP.

Each material described in this guide has specific conditions and requirements to produce acceptable performance. To achieve this performance and to meet the stated expectations, these conditions and requirements should be monitored carefully.

### WARRANTY DISCLAIMER

Xerox makes no guarantees or warranties, either express or implied, concerning the performance, use or replacement of non-Xerox branded media or throughput products. Customers should inquire directly of their paper distributor or manufacturer for any guarantees they may offer. When purchasing a particular media product for the first time, customers are advised to purchase small quantities to insure that their expectations are met.

The materials with Xerox part numbers listed in this guide, can be purchased by calling the Xerox Supply Net at 1-800-822-2200 from the United States and Canada.

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## Special Materials

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## Tabs

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### Material Description and Expectation:

Tabs are made of Xerox 90lb. Index or glossy coated cover, which has been converted into full one-half inch tabs and dividers that offer durability and stiffness. Tabs can be used to protect, organize, highlight, and divide important documents such as manuals, reports, catalogs, and price lists.

When 90lb Index tabs are run as described below, feeding will be optimized. However, performance will not equal the performance of Xerox 24lb Color Xpressions or other similar laser papers. Feeding performance will be good, but increased jamming may occur. Image mottle (light cloudy patches) may occur when printing on the larger portion of the tabs. Image mottle is more likely to occur when printing uniform halftone areas.

When Color Xpressions Tabs are run as detailed below, feeding will be optimized. However, performance will not equal the performance of Xerox 24lb Color Xpressions or other similar laser papers. Feeding performance will be good, but increased jamming may occur. Because coated papers are very susceptible to humidity, the material should be stored in moisture proof packaging when not in use to enable best feeding performance and image quality.

The recommended tabs are configured as five position tabs. The dimensions of each sheet is 9 x 11". Tabs are packaged in two different methods: straight and reverse precollated. Customers preferring a portrait style report with the first tab beginning at the upper right corner of the document and with the tabs running from top to bottom would choose straight collation (i.e. 1, 2, 3, 4, 5). Customers preferring landscape documents where the first tab would be at the lower left corner and proceed right would choose reverse collated (i.e. 5, 4, 3, 2, 1).

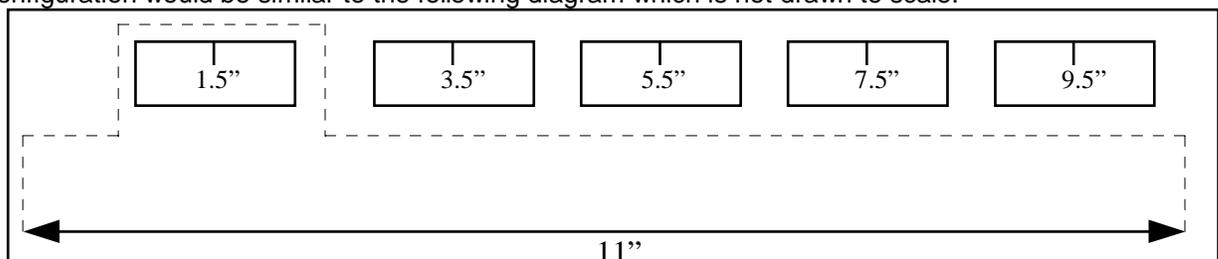
### Recommended Materials:

Xerox White Straight Collated Tabs	3R4417
Xerox White Straight Collated Tabs (3HD)	3R4418
Color Xpressions Glossy Coated Tabs Straight Collated	3R6254
Color Xpressions Glossy Coated Tabs Straight Collated (3HD)	3R6255
Xerox White Reverse Collated Tabs	3R4415
Xerox White Reverse Collated Tabs (3HD)	3R4416
Xerox Plastic Reverse Collated Tabs	3R5520
Xerox Plastic Reverse Collated Tabs (3HD)	3R5521

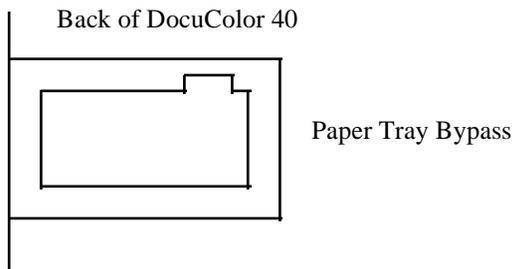
### Steps for Success:

For printing tabs from a digital front end:

1) Design a tab template to match the following diagram. The dimensions of the paper should be 9 x 11". The center of the five tabs should be 1.5", 3.5", 5.5", 7.5" and 9.5". The tabs are 1.5" wide. The configuration would be similar to the following diagram which is not drawn to scale:



2) Place tabs in the Paper Tray Bypass . The 9" side should be loaded as the lead edge (short edge feed) and the tab positions should be toward the rear of the DocuColor 40 Pro/ CP.



3) Select Paper Tray Bypass and 9 x 11" for the size input.

4) Select Heavy Weight Paper Mode.

For copying from the platen glass:

1) Design a template on an 8.5 x 11" paper with the spacing described for printing. The template should be placed on the glass with the tab information toward the rear of the machine.

2) Place tabs in the Paper Tray Bypass. The 9" side should be loaded as the lead edge (short edge feed) and the tab positions should be toward the front of the machine.

3) Select Paper Tray Bypass.

4) Select Heavy Weight Paper Mode.

5) Select Input Size; enter the following values: X = 279mm (11"), Y = 229mm (9")

6) Place the original .5" from the top of the platen glass (toward the operator). Cover the top .5" of the exposed platen glass with white paper.

#### Hints, Tips, and Test Results

Xerox tests have shown the following:

Skew may cause the printing to be uneven or off center on the tabs.

Load tabs carefully, do not bend the corners of the tabs. Tabs with bent corners may cause feeding related jams or degraded image quality. Remove bent tabs from the set and replace with a non damaged tab of the same position before loading in the Paper Tray Bypass.

Tabs should be loaded in groups of 5. Do not load materials above the fill line, located on the edge guide of the Paper Tray Bypass.

The DocuColor 40 Pro/ CP HCF 2500 is not currently enabled to feed tabs.

Toner saturation on electronic originals should be limited to a total of 220% (55% for each color). Higher toner saturation can result in poorly fused prints and damage to the heat roll.

## LaserCard

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### Material Description and Expectation:

LaserCard is a unique self-sealing laminated card designed for a variety of end-use applications: membership cards, student and library cards, health history cards, employee cards, and warranty cards. Features of LaserCard include: durability, ease of use, mylar overlamine for protection, waterproof, and tear resistant.

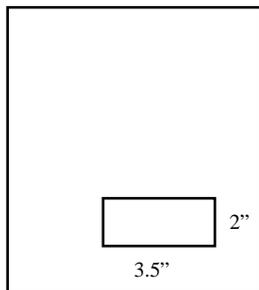
When LaserCards are run as detailed below, feeding will be optimized. However, performance will not equal the performance of Xerox 24lb Color Xpressions or other similar laser papers. Feeding performance will be good, but increased jamming may occur. Image mottle (light cloudy patches) may occur when printing on the parent sheet. Image mottle is more likely to occur when printing uniform halftone areas.

### Recommended Materials:

Xerox LaserCard      Must be ordered as Xerox custom product; call your Document Supply Account Manager, 1-800-822-2200

### Steps for Success:

1) Design a template similar to the following schematic (not drawn to scale). The card dimensions are 2 x 3.5". The actual placement of the card on the parent sheet may vary according to the application. Your template should match the media if the media has been custom made for your application.



2) Load LaserCard in the Paper Tray Bypass or HCF 2500.

3) Select Heavy Weight Paper Mode

### Hints, Tips, and Test Results

Xerox tests have shown the following:

Printing within .25" of the edge of the card should be avoided or deletions are likely to occur.

To avoid jams and poor image quality, the material should be stored in the sealed package or placed in a resealable container.

To improve feeding reliability, fan sheets vigorously before loading.

Toner saturation on electronic originals should be limited to a total of 220% (55% for each color). Higher toner saturation can result in poorly fused prints and damage to the heat roll.

## Teslin®

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### Material Description and Expectation:

Teslin® is a synthetic material composed of a single layer, highly filled microporous, polyolefin plastic film. Teslin® is water, chemical, and abrasion resistant. The material is tear resistant in the cross direction. Teslin® can be used for telecards, identifications documents or badges, electronic gift certificates, signage, and short run menus. Teslin® has a matte finish and provides excellent image quality under optimum conditions.

When Teslin® is run as detailed below, feeding performance will not equal the performance of Xerox 24lb Color Xpressions or other similar laser papers. Feeding performance will be good, but increased jamming may occur. Feeding reliability and image quality degrade with humidity levels greater than 50%. As media quality may vary, Xerox guarantees the quality and consistency of Xerox branded products only.

### Recommended Materials:

Teslin 1000 **spid** 10mil 8.5 x 11" and 11 x 17"  
Teslin 1400 **spid** 14mil 8.5 x 11" and 11 x 17"

Custom sheet sizes are available on request. For more information or ordering call PPG Industries, 1-800-437-8318.

Teslin® is a registered trademark of PPG Industries Inc.

### Steps For Success:

- 1) Load Teslin® in the Paper Tray Bypass or HCF 2500. Use the Paper Tray Bypass for simplex only.
- 2) Select Heavy Weight Paper mode.

### Hints, Tips, and Test Results

Xerox tests have shown the following:

Manual duplex applications should be run from the HCF 2500 only.

To avoid jams and poor image quality, the material should be stored in the sealed package or placed in a resealable container.

Improperly clearing paper jams can cause machine damage. Pull the transfer drawer out carefully to clear any jams.

Toner saturation on electronic originals should be limited to a total of 220% (55% for each color). Higher toner saturation can result in poorly fused prints and damage to the heat roll.

To improve feeding reliability, fan sheets before loading.

## DocuCard

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### Material Description and Expectation:

The DocuCard is a printable membership identification card made from Xerox 90lb Index paper and a 7mil material that has been specially coated to accept toner. DocuCards have a variety of end use applications: membership cards, student and library cards, health history cards, employee cards, and warranty cards. DocuCards are heat, tear, and water resistant. The only compatible DocuCard configuration is the 1up (non WindoWell) card.

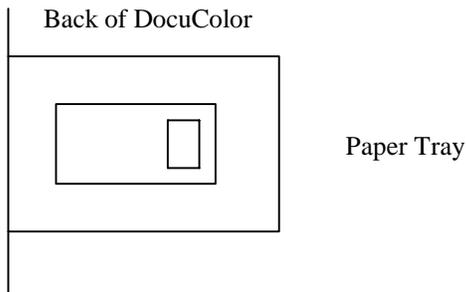
When DocuCards are run as detailed below, feeding will be optimized. However, performance will not equal the performance of Xerox 24lb Color Xpressions or other similar laser papers. Feeding performance will be good, but increased jamming may occur. Image mottle (light cloudy patches) may occur when printing on the parent sheet. Image mottle is more likely to occur when printing uniform halftone areas. DocuCards should only be used with machines equipped with catch trays. DocuCards are not compatible with the DocuColor 40 Pro/ CP Stacker/Stapler or Sorter due to poor stacking.

### Recommended Materials:

Xerox 1up DocuCards Must be ordered as Xerox custom product; call your Document Supply Account Manager, 1-800-822-2200

### Steps for Success:

- 1) Design a template with the following dimensions: Card size: 2.75" x 3.5"; placement on the page: 9.125" from top, .75" from bottom, and 2.56" from sides
- 2) Place DocuCards in the Paper Tray Bypass . The 8.5" side should be loaded as the lead edge (short edge feed) and the card should be loaded face up and toward the rear of the DocuColor 40 Pro/ CP. A maximum of 20 cards may be placed in the tray.



- 3) Select Heavy Weight Paper Mode
- 4) The catch tray must be unloaded every 40-60 sheets.

### Hints, Tips, and Test Results

Xerox tests have shown the following:

To avoid jams and poor image quality, the material should be stored in the sealed package or placed in a resealable container.

Printing within .25" of the edge of the card should be avoided or deletions are likely to occur.

Over loading DocuCards in the Paper Tray Bypass may cause jams (a maximum of 20 sheets can be placed in the tray).

DocuCards should be unloaded from the output catch tray frequently (40-60 sheets) to avoid jamming.

## **Color Xpressions Gloss and Matte Labels**

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### Material Description and Expectation:

Color Xpressions Gloss and Matte labels are coated paper labels with glossy and matte finishes that offer photographic like image quality. Color Xpressions labels offer a variety of end use applications: wine bottle labels, commemorative items, real-estate labels, and many types of promotional materials. There are two configurations for both the gloss and matte finishes: 1up and 4up.

When Color Xpressions Labels are run as detailed below, feeding will be optimized. However, performance will not equal the performance of Xerox 24lb Color Xpressions or other similar laser papers. Feeding performance will be good, but increased jamming may occur. Because coated papers are very susceptible to humidity, the material should be stored in moisture proof packaging when not in use to enable best feeding performance and image quality.

### Recommended Materials:

Color Xpressions Gloss Label	1up 3R5770
	4up 3R5771
Color Xpressions Matte Label	1up 3R5772
	4up 3R5773

### Steps for Success:

- 1) Load labels in Paper Tray Bypass or HCF 2500.
- 2) Select Heavy Weight Mode.
- 3) Remove sheets from exit tray frequently (40-60 sheets) and fan them to avoid sheets sticking together.

### Hints, Tips, and Test Results

Xerox tests have shown the following:

To avoid jams and poor image quality, the material should be stored in the sealed package or placed in a resealable container.

Improperly clearing paper jams can cause machine damage. Pull the transfer drawer out carefully to clear any jams.

Toner saturation on electronic originals should be limited to a total of 220% (55% for each color). Higher toner saturation can result in poorly fused prints and damage to the heat roll.

To improve feeding reliability, fan sheets before loading.

Coated labels exit the machine extremely hot and will stick together if not removed from the exit tray frequently.

Avoid loading labels above the fill line in the Paper Tray Bypass. Jams or misfeeds may result if too many labels are loaded into the tray.

## **Neato® CD Labels and Jewel Cases**

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### Material Description and Expectation:

Neato® CD labels and jewel cases are used to create and personalize CD's and their cases. The CD labels are plain paper labels designed two per sheet and the jewel cases are an index stock designed two per sheet. Software with templates of the labels and jewel cases are provided by Neato®.

When Neato® CD labels and jewel cases are run as detailed below, feeding will be optimized. However, performance will not equal the performance of Xerox 24lb Color Xpressions or other similar laser papers. Feeding performance will be good, but increased jamming may occur. Image mottle (light cloudy patches) may occur when printing on the labels or cases. Image mottle is more likely to occur when printing uniform halftone areas.

### Recommended Materials:

Neato® CD Labels  
Jewel Case Inserts

For more information or ordering call Neato Inc., 1-800-984-9800.

### Steps for Success:

- 1) Select applicable template for labels or jewel cases.
- 2) Load labels or jewel cases in Paper Tray Bypass or HCF 2500.
- 3) Select Heavy Weight Mode.

### Hints, Tips, and Test Results:

Xerox tests have shown the following:

To improve feeding reliability, fan sheets before loading.

For full bleed labels or jewel cases, design document so the print extends across the dye cut edge of the label or jewel case.

Avoid loading labels and jewel cases above the fill line in the Paper Tray Bypass. Jams or misfeeds may result if too many labels are loaded into the tray.