

Printing User Guide



**DocuColor 2240/1632
Printer/Copier**

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2. User Guide (Print)

Overview

Print Drivers

This chapter describes how to install print drivers for basic and special printing. It also explains the use of Internet Services, printing features and all the necessary steps for printing.

The print drivers for this machine are multi-environment drivers designed to enable printing from the workstation to a DocuColor 2240/1632 on the network. The print drivers contain a variety of feature options which enable you to customize your print jobs. The DocuColor 2240/1632 supports Adobe PostScript 3 version 3011.106, and PCL 6/5e Version 4.1.

Print drivers for this machine are included on the CD-ROM that came with your printer. Print drivers are installed on the user workstation to enable fast, efficient printing from your connected workstation.

Print driver installation procedures are provided for the following workstation environments:

- [Windows 95, 98, and Windows Me](#)
- [Windows NT 4.0](#)
- [Windows 2000 and Windows XP](#)
- [Macintosh](#)

Basic Printing

This section explains how to perform basic printing tasks.

Special Printing

The Special Printing section explains how to program special printing such as printing with special papers, and adjusting colors.

Internet Services

When the machine is in TCP/IP environment, Internet Services allows the user to change or check printer settings via a web browser.

Printer Environments

This machine can be set up in many different environments.

- When connected to a computer directly, it can be used as a local printer.
- When connected to a network, it can be used as a network printer.

This section explains the different printer environments that can be set up for this machine.

For details on how to connect this machine to a network, refer to the System Administrator's Guide.

As a Local Printer

Using parallel interface connects this machine directly to a computer.



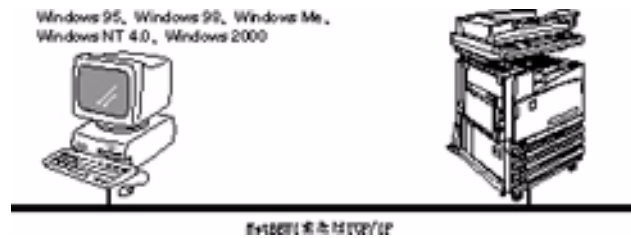
CAUTION: Use only parallel interface cable provided by our company. Using a parallel interface cable from another source may lead to electric wave obstruction.

As a Network Printer

Windows Network (SMB)

Server Message Block (SMB) is a protocol for sharing files or a printer on Windows 95, Windows 98, Windows Me, Windows NT 4.0, Windows 2000, and Windows XP. Using SMB, print data or settings can be sent directly to a printer on the same network (Ethernet interface) without going through a server.

For details on how to connect this machine to a Windows network using SMB, refer to the System's Administrator's Guide.



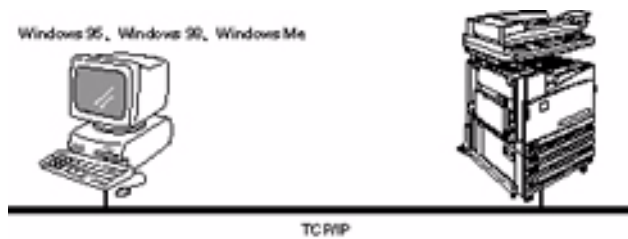
TCP/IP (LPD)

This machine supports TCP/IP (LPD). The different connections are briefly explained below.

For details on how to connect this machine to a Windows computer using TCP/IP, refer to the System's Administrator's Guide.

Windows 95/98/Me

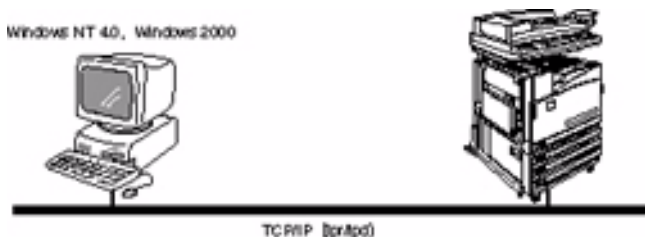
Using our TCP/IP Direct Print Utility, print data can be sent directly to a printer on the same network (Ethernet interface) without going through a server. TCP/IP Direct Print Utility is installed together with the print driver.



Windows NT 4.0/2000/XP

Using the LPR port for the operating system, print data can be sent directly for printing.

Once the printer registered on a Windows NT 4.0, Windows 2000, or Windows XP computer is shared, you can also send data from Windows 95, Windows 98, Windows Me to the shared printer for printing.



Internet Printing

This machine supports Internet Printing Protocol (IPP). Using IPP, you can print to a remote printer through the internet or intranet.

For details on how to set-up Internet printing from a Windows 2000, Windows XP, or Windows Me through Internet Printing Protocol, refer to the System Administrator's Guide.



NetWare

This machine can be used as a network operating system in an environment using Novell NetWare.

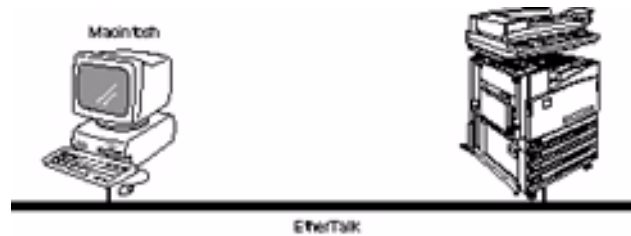
For details on how to connect this machine to a Novell NetWare-network, refer to the System Administrator's Guide.



EtherTalk (optional)

This machine supports EtherTalk protocol, and enables you to print from Macintosh.

For details on how to connect this machine to EtherTalk, refer to the System Administrator's Guide.

**Token Ring (optional)**

This machine supports Token Ring. And when installed with the optional interface board for Token Ring, you can use the printer in a network environment with NetWare or TCP/IP existing alone or together.

For details on how to connect this machine to a Windows computer using TCP/IP refer to the System Administrator's Guide.

A. Installing the Print Drivers

Overview

This section details the procedures for installing PostScript 3 Version 3011.106, and PCL 6/5 Version 4.1, print drivers onto a workstation and setting the print driver properties for the following operating systems.

- [Windows 95, Windows 98, or Windows Me](#)
- [Windows NT 4.0](#)
- [Windows 2000 and Windows XP](#)
- [Macintosh](#)

Windows 95/98/Me

Installing PostScript or PCL Print Driver

Prior to installing the AdobePS 4.4.X or PCL 6/5e Version 4.1 print driver perform the following.

- Obtain the Print Driver for your workstation's operating system. Drivers are available on a CD-ROM that came with your Printer. They are also typically available for downloading in self-extracting Zip file format from the internet at www.xerox.com.
- Obtain the printer's IP Address by printing a System Settings List or contacting your System Administrator.
- Check that the machine is physically connected to the network or to your computer.

For detailed instructions on how to connect the machine to a network, refer to the System Administrator's Guide.



- 1** From the *Start* menu on the Windows desktop, select **Settings**, and then **Printers**.
- 2** In the *Printers* window, double click **Add Printer**. The *Add Printer Wizard* screen is displayed.
- 3** Select **Next**. The *Local* or *Network Printer* screen is displayed.
- 4** Select how the printer is connected to your computer and then select **Next**.
 - Select **My Computer** or **Local Printer** if the Printer is directly cabled to your desktop or you are printing through a Spooler Utility (Windows 95/98/Me).
 - Select **Network Printer** if you will be printing through a print queue or a network server.

NOTE: *If you select Network printer, specify the path to the printer in the Network path or queue name.*

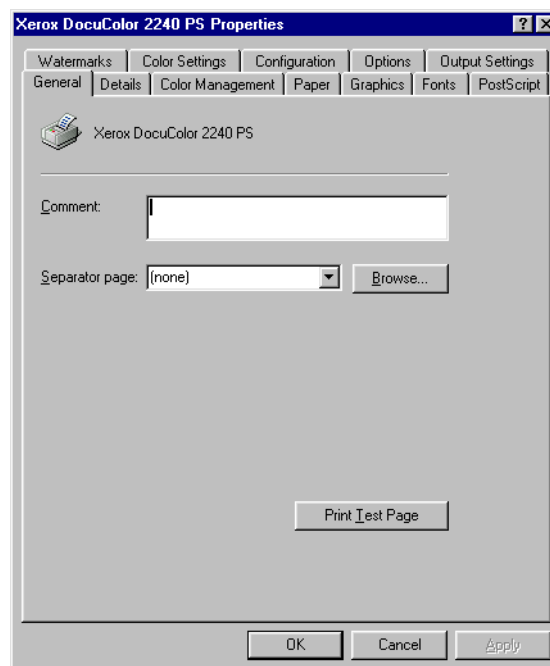
- 5** Insert the CD-ROM in the CD-ROM drive.
- 6** When the *Manufacturers and Printers* window displays, select **Have Disk....** The *Install From Disk* screen is displayed.
- 7** Enter the path for your driver files in the “Copy manufacturer’s files from:” box.
NOTE: You can also use the **Browse** button to specify a folder on the CD-ROM.
- 8** Select **OK** on the *Install From Disk* or *Open* screen.
- 9** Select your printer model from the Printers list and select **Next**.
- 10** Select the port that you are using from the Available ports list, then select **Next**.
- 11** When prompted, accept the default printer name, or give your printer a more descriptive name.
- 12** Select either **Yes** or **No** to make this printer your default Windows printer. Choose **Yes** if you will be printing primarily to this printer from your Windows applications. Select **Next**.
- 13** Print a Test Page.
- 14** Verify that the test page prints at the printer, then select **Finish**.
- 15** Read the End User License Agreement and select **Accept**.
- 16** Confirm that the printer has been added in the *Printers* window.
- 17** Continue to the next page in order to configure the print driver to complete the installation.

Configuring the PostScript Print Driver on Windows 95/98/Me

This section describes printer specific settings included in the print driver properties.

- [Configuration Tab](#)
- [Options Tab](#)
- [Output Settings Tab](#)
- [Color Settings Tab](#)

To view the print driver properties, select the printer icon in the *Printers* window, then select the **Properties** command on the *File* menu.



Configuration Tab Settings

This section describes the settings of the *Configuration* tab.



- 1** Select the function that you want to set in Features List.
 - The settings that can be selected vary depending on which options have been installed. Make these settings after confirming that option settings are complete.
- 2** Change the settings in the “Change Setting For” box area.
 - You can restore defaults by selecting the **Restore Defaults** button.
- 3** When all setting changes are completed, select **OK**.

Feature Settings

Image Enhancement

Specify whether to use the Image Enhancement function.

Selecting On, smooths out the boundaries between black and white when printing. This reduces jagged edges, thereby artificially increasing the resolution of the image. When printing an image (bitmap) composed of coarse halftone dots, smooth color gradation is impossible in certain situations. In this case, select Off.

NOTE: *The Image Enhancement feature is available only when Print Mode is set to **High Speed**.*

Draft Mode

Specify whether to reduce the amount of toner used when printing drafts. When you select On, the overall printed color becomes lighter. This is best for printing documents when print quality is not necessary.

Transparency Separators

Specify whether to use transparency separators and the source of the separators.

Select Auto for the paper source to automatically feed from the paper tray with paper of the same size and in the same orientation as the transparencies.

NOTE: *When using Transparency Separators, be sure to load paper of the same size and in the same orientation as transparencies into the paper tray.*

NOTE: *The Transparency Separators function cannot be used in the following situations:*

- When anything other than Manual feed is selected for Paper source in the *Paper* tab.
- When anything other than Transparency is selected for Paper type in the *Paper* tab.
- When anything other than Center Output Tray is selected for Output bin in the *Paper* tab.
- When the Duplex feature is selected in the *Paper* tab.

Stapling

Specify whether to staple printed documents as well as the position of the staple.

NOTE: *You can staple 2 to 50 sheets.*

NOTE: *You cannot use staples in the following situations:*

- When anything other than Finisher Tray is selected for Output bin in the *Paper* tab.
- When Job Offset is selected.

Job Offset

Shifting the output positions of adjacent jobs (print command) or copies (sets) is called Job Offset. The positions of adjacent jobs or sets of copies are shifted to either sides of the output tray.

Collated

Select whether to collate a multi-page file per set when they are printed.

Custom Paper Image Rotation

Select whether to correct the paper orientation when printing on custom paper. When printing on custom paper, select On to correct the orientation rotated at 90 degrees.

Bypass Feed Orientation

Specify the paper orientation when printing from the bypass tray. When you set the short side of the paper in the bypass tray feed direction, select **Landscape**. When you set the long side of the paper in the bypass tray, select **Portrait**.

- Substitute Tray** Specify what action to take when the paper size called for is not loaded in the machine.
- Use Printer Settings:** The settings can be confirmed on the printer control panel.
- Display message:** Display paper supply messages on the printer control panel. Printer will be unavailable until paper is supplied.
- Use Nearest Size (With Zoom):** Select the nearest paper size. Automatically reduces or enlarges images for printing, as necessary.
- Use Nearest Size (No Zoom):** Select the nearest paper size available and prints in equal size.
- Use Larger Size (With Zoom):** Print in equal size on paper larger than the original. Automatically reduces images for printing, as necessary.
- Use Larger Size (No Zoom):** Print on paper larger than the original.
- Available Printer Memory** Enter the amount of usable printer memory (in KB) in the Edit box. Normally, it is not necessary to change this setting.
- Available Font Cache** Enter the amount of memory available for the font cache (in KB) in the Edit box. Normally, it is not necessary to change this setting.

Specify Job Owner

The following selections are available:

Use Login Name: Use your Windows Login Name as the Job Owner Name. The Job Owner Name becomes the “Login User Name\Host Name”.

Enter Owner name: Select this if you want to specify a custom Job Owner Name, which is used for all the printer icons.

NOTE: *You can enter up to 31 alphanumeric characters for the Login Name and the Owner Name. If you enter more than 31 characters for either name, only the first 31 characters are used.*

Password: Enter the password for the Job Owner Name. The password can consist of 4 to 12 digits. Each digit entered displays as an asterisk (*).

Job Type User ID

Enter the User ID for the Job Type, which includes Secure Print, Sample Print, and Delayed Print.

Job Type User ID: Enter the User ID for the Job Type. The User ID can contain a maximum of 24 alphanumeric characters.

Password: Enter the password for the Job Type. You can enter up to 4 digits. Each digit entered displays as an asterisk (*).

Options Tab Settings

This section describes the settings of the *Options* tab.



- 1** Select the settings that you want to set in Hardware Options.
- 2** Change the settings in the “Change Settings For” box area.
 - You can restore defaults by selecting the **Restore Defaults** button.
- 3** When all setting changes are completed, select **OK**.

Settings

- Output Tray** Specify whether Finisher is installed and the type.
- Paper Detect by Tray** Specify either Statement Paper Detection, or A5 Paper Detection.

Output Settings Tab Settings

This section describes the settings in the *Output Settings* tab.

- You can restore defaults by selecting the **Restore Defaults** button.

Output Paper

- Output Size** Select the size of the paper used for output. The output is automatically enlarged or reduced, depending on the paper size selected in the Output Size and the paper size selected in the Paper tab.

Example: When you select 8 1/2 x 11 inches in Paper size in the *Paper* tab and 11 x 17 inches is selected in the Output Size, the output is automatically enlarged and printed.

When **None** is selected the job is printed based on the paper size selected in the application.

Job Type

Job Type You can specify the print function from among Secure Print, Sample Print, and Delayed Print.

Secure Print: A function that temporarily stores print jobs in the printer, and prints the job when instructed from the printer control panel.

- If you want to output secure prints, set the User ID and password for Print Type in the Configuration tab.

Sample Print: A function that outputs only 1 set when multiple sets are specified. If the job is as specified, the remaining sets are printed.

Delayed Print: A function that temporarily stores print jobs in the printer, and prints them at a scheduled time.

Normal Print Select when you do not want to output secure prints, sample prints, or delayed prints.

Secure Print Select when you want to output secure prints.

Sample Print Select when you want to output sample prints.

NOTE: *The Collated setting must be selected in the Page Setup tab when using Job Type.*

Delayed Print Select when you want to output delayed prints.

User ID Displays the User ID for Job Type. The User ID displayed is the User ID specified on the Configuration tab. This option can only be selected when the setting on the Configuration tab has been completed. This is a display-only item and cannot be changed in User ID.

Password Displays the Job Type password specified in the Configuration tab. Each digit entered is displayed as an asterisk (*). This option can only be selected when the setting on the Configuration tab has been completed. This is a display-only item and cannot be changed in Password.

Retrieve Document Name Select the method of specifying the document name. If you have selected Auto Retrieve, the valid document name can be up to 24 alphanumeric characters.

Document Name When “Enter Document Name” is selected in the Stored Document Name list, you can specify a document name with a maximum of 24 alphanumeric characters.

Start Print Time Set the time that you want Delayed Print to be carried out. Place the cursor in the hour or minute box and press the up or down triangle to specify the starting time. You can also set the time by entering the time directly into the boxes.

- The default setting is 00:00

Color Settings Tab Settings

Settings

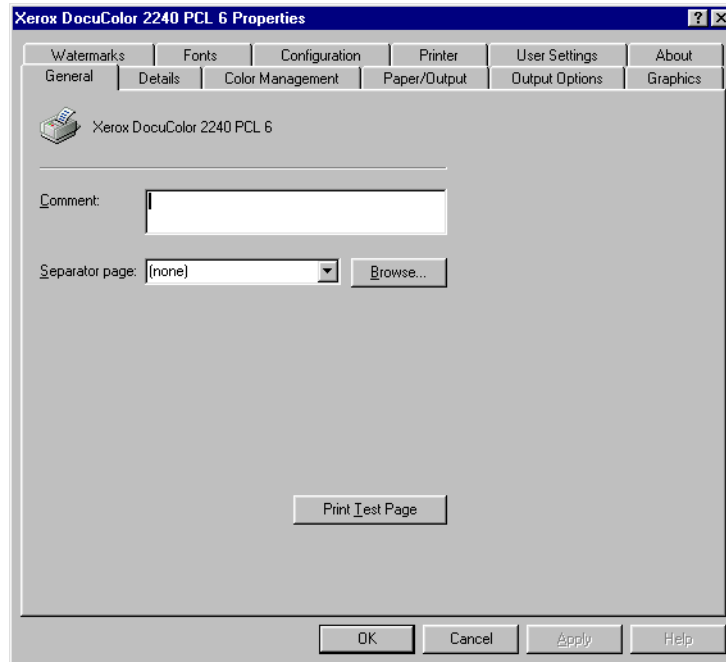
Output Color	Specify whether to print in color or black.
Print Mode	Specify whether to give priority to the print speed or the image quality. The printer/copier is capable of printing at three different resolutions: High Speed: 600 x 600 Standard: 1200 x 600 High Quality: 1200 x 1200 To change resolution settings, use the Print Mode selections. NOTE: <i>The Image Enhancement feature is not available when Standard or High Quality is selected.</i>
RGB Color Correction	Specify the coloration of the RGB Color Correction. Normal: This setting is optimized for printing documents that contain text and graphics, such as business documents. Photo: This setting is optimized for printing photos or images with gradations. Select this setting when printing images in RGB. Web Pages: This setting is optimized for printing web pages. Presentation: This setting is optimized for printing the color documents vividly, such as presentation documents.
Screen	You can adjust the image quality. Select Gradation to print photos and gradations clearly. Select Fineness to print the colors in illustrations, tables, or graphs evenly.
RGB Gamma Correction	Specify the brightness of the documents. The higher the value, the darker the print becomes.
Gray Guaranteed	Select On to print grays and black within documents in black toner only. This prevents neutral grays from exhibiting any kind of color shading or misregistration. This feature does not apply to images of the documents. NOTE: <i>For documents containing sweeps/gradients that include gray, it may be preferable to set this feature to Off.</i>

Configuring the PCL Print Driver on Windows 95/98/Me

This section describes the following printer specific settings included in the PCL 6/5e Version 4.1 Print Driver Properties and Printing Preferences.

- [Print Driver Properties](#)
- [Configuration Tab > Print Features](#)
Printer Tab
- [Document Default Properties](#)
Watermarks
Fonts
User Settings
Color Management
Paper Output
Output Options
Graphics

Print Driver Properties



- [Configuration Tab](#)
- [Printer Tab](#)

To view the *Configuration* or *Printer* tabs, select the printer icon in the printers window, then select **Properties** on the File menu.

Configuration Tab Settings

This describes *Print Features* in the *Configuration* tab.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the *Configuration* tab.
- 3** Select the items in *Print Features* that you want to set.
- 4** Change the settings in the list box that is displayed below the *Print Features* list.
- 5** When all setting changes are completed, select **OK**.

Print Features

- Print Page Mode** Set Print Page Mode to On to enhance printer performance with large complex jobs.
- Specify Job Owner** Use this feature to specify a job owner.
- Use Login Name:** Use your Windows Login Name as the Job Owner Name. The Job Owner Name becomes the “Login User Name\Host Name”.
- Enter Owner Name (For Administrator):** Select this if you want to specify a custom Job Owner Name, which is used for all the printer icons.
- Enter Owner Name (For User):** Select this if you want to specify a custom Job Owner Name for each Windows Login user.
- NOTE:** *You can enter up to 31 alphanumeric characters for the Login Name and the Owner Name. If you enter more than 31 characters for either name, only the first 31 characters are used.*
- Password:** Enter the password for the Job Owner Name. The password can consist of 4 to 12 digits. Each digit entered displays as an asterisk (*).
- Bypass Feed Orientation** Specify the paper orientation when printing from the bypass tray. When you set the short side of the paper in the bypass tray feed direction, select Landscape setting. When you set the long side of the paper in the bypass tray, select Portrait setting.
- Substitute Tray** Specify what action to take when the paper size called for is not loaded in the machine.
- Use Printer Settings:** The settings can be confirmed on the printer control panel.
- Display message:** Displays paper supply messages on the printer control panel. Printer will be unavailable until paper is supplied.
- Use Nearest Size (With Zoom):** Selects the nearest paper size. Automatically reduces or enlarges images for printing, as necessary.
- Use Nearest Size (No Zoom):** Selects the nearest paper size available and prints in equal size.

Printer Tab Settings

This describes the available *Printer* tab settings.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the *Printer* tab.
- 3** Select the **Auto Configuration** button or select the items manually in **Change Setting For:** that you want to set.
- 4** When all setting changes are completed, select **OK**.

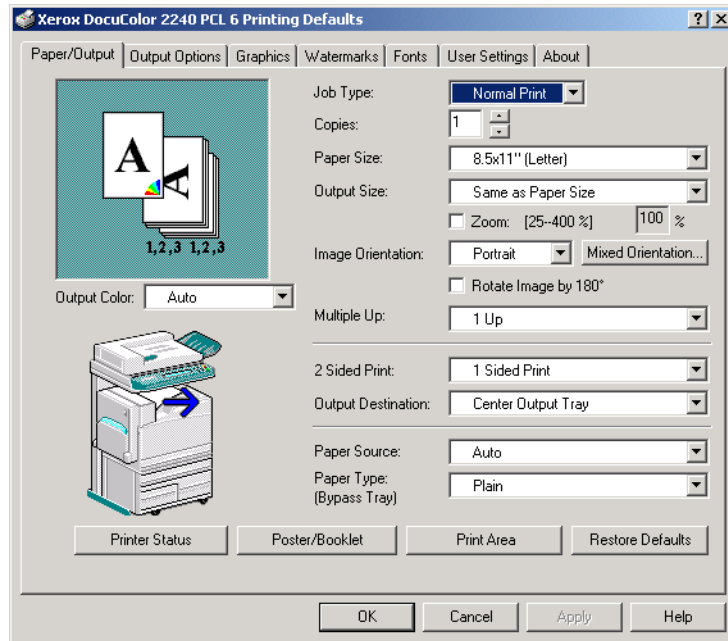
Finisher An optional output tray with stapling function that can be added to the side of the printer.

A5 & Statement Paper Detection Optional output functions to enable Trays 1 - 4 to detect certain paper sizes.

Document Default Properties

This describes the document default properties available in the Properties dialog box.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*





- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the appropriate tab to view or change the document default properties for all users of the selected printer. Select your changes on the following tabs:
 - [Color Management](#)
 - [Paper/Output](#)
 - [Output Options](#)
 - [Graphics](#)
 - [Watermarks](#)
 - [Fonts](#)
 - [User Settings](#)
- 3** When all setting changes are completed, select **OK**.
Specify your printing options from the following:
For additional detail about the contents on the tabs use On-line Help. For more information, refer to the B. Basic Printing section in this chapter.

Color Management

Allows you to associate color profile (s) with your color printer.

Paper/Output Tab

Selections include Job Type, Copies, Paper Size, Output Size, Image Orientation, Mixed Orientation, Multiple Up, Output Color, 2 Sided Print, Output Destination, Paper Source, Paper Type (Bypass Tray), or select Printer Status, Poster/Booklet, Print Area, or Restore Defaults buttons.

- Output Options Tab** Select from Front Cover, Feed Cover from, Transparency Separators, Job Offset, Stapling, or select Margin Shift Restore Defaults buttons.
- Graphic Tabs** Specify how you want to manipulate graphic images for your print job. Select from the following options: Output Color, Print Mode, Image Adjustment Mode, Image Types, Image Auto Correction, or select the Image Settings, Color Balance, Profile Settings, Detailed Settings, or Restore Defaults buttons.
- For more information on how to set graphic options refer to section C.) Special Printing in the User Guide (Print).*
- Watermarks Tab** Specify watermark settings. Selections for watermarks include First Page Only or In Background, Encircle, Text, Position, Angle, or select the Restore Defaults button.
- Fonts Tab** Use the TrueType Font control to select how TrueType Fonts will be processed and printed.
- User Settings Tab** The User Settings tab dialog provides options for you to save frequently used print driver settings and then recall these settings without having to configure again.

Windows NT 4.0

Installing PostScript or PCL Print Driver

Prior to installing the AdobePS 4.4.X or PCL 6/5e Version 4.1 print driver perform the following.

- Obtain the Print Driver for your client's operating system. Print drivers are available on a CD-ROM that came with your machine. They are also typically available for downloading in self-extracting Zip file format from the internet at www.xerox.com.
- Obtain the printer's IP Address by printing a System Settings List or contacting your System Administrator.
- Check that the machine is physically connected to the network or to your computer.

For detailed instructions on how to connect the machine to a network, refer to the System Administrator's Guide.



- 1** From the *Start* menu on the Windows desktop, select **Settings**, and then **Printers**.
- 2** In the *Printers* window, double click **Add Printer**. The *Add Printer Wizard* screen is displayed.
- 3** Verify that My Computer is selected, then select **Next**. The *Available ports* screen is displayed.
- 4** Perform one of the following steps:
 - Select an existing available port and continue to step 8.
 - Select **Add Port....**
- 5** Select **LPR Port** from the Available Printer Ports list, and then select **New Port....** The *Add LPR compatible printer* screen is displayed.

- 6** In the *LPR Compatible Printer* screen enter the following information:
- Type in the IP address of the Printer for the “Name or address of server providing lpd.”
 - Type in the case-sensitive name of your Printer, or enter the word **raw** for “Name of printer or print queue on that server.”
 - Select **OK**.

- 7** On the *Print Ports* screen, select **Close**.
- The Wizard will return you to the previous dialog box. Verify the new IP address you entered is in the list and correct.

NOTE: In the next step the port check box to the left of the address must be checked prior to selecting **Next**.

- 8** Verify that the port check box is checked, then select **Next**. The *Manufacturers and Printers* lists are displayed.

- 9** Insert the CD-ROM in the CD-ROM drive.

- 10** Select **Have Disk...** The *Install From Disk* screen is displayed.

- 11** Enter the path for your driver files in the “Copy manufacturer’s files from:” box.

NOTE: You can also use the **Browse** button to specify a folder in the CD-ROM.

- 12** Select the **.INF** file, then select **Open**.

- 13** When the *Install From Disk* screen is displayed, verify that the path and file name are correct and select **OK**.

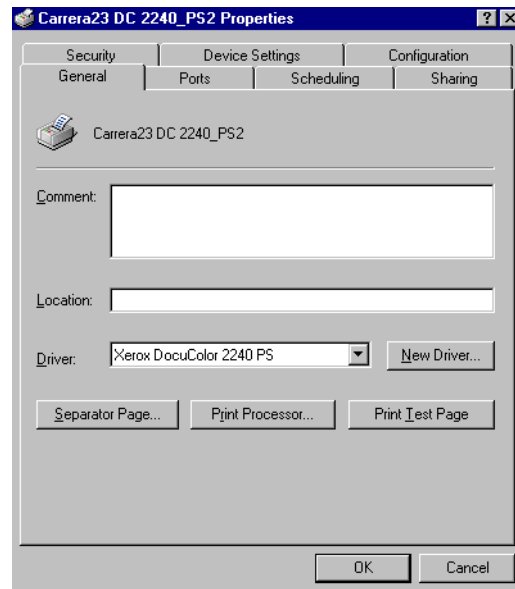
- 14** Select your printer model from the Printers list, and select **Next**.

- 15** When prompted, accept the default printer name, or give your printer a more descriptive name, then select **Yes** or **No** for making this your Windows default printer.
- 16** Select **Next**.
- 17** Select **Not shared** and select **Next**.
- 18** Select **Yes** to print a test page, then select **Finish**.
- 19** Read the End User License Agreement and select **Accept**.
- 20** Verify that the test page prints at the printer, then select **Yes**.
- 21** Confirm that the printer has been added in the *Printers* window.
- 22** Continue to the next page in order to configure the print driver to complete the installation.

Configuring PostScript Print Driver on Windows NT 4.0

This section describes the following Adobe PostScript printer specific settings included in the AdobePS 4.4.X print driver properties and document defaults.

Print Driver Properties



- [Installation Options in the *Device Settings* Tab](#)
- [Configuration Tab](#)

To view the *Device Settings* or *Configuration* tabs, select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.

Installable Options Settings

This section describes **Installable Options** in the *Device Settings* tab.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



- 1** Select the items you want to set in Installable Options on the *Device Settings* tab.
- 2** Change the settings in the Change Setting box located at the bottom of the tab.
- 3** When all setting changes are completed, select **OK**.

Settings

Output Tray	Specify whether Finisher is installed and the type.
Paper Detect by Tray	Specify either Statement Paper Detection, or A5 Paper Detection.

Configuration Tab Settings

This section describes the settings of the *Configuration* tab.

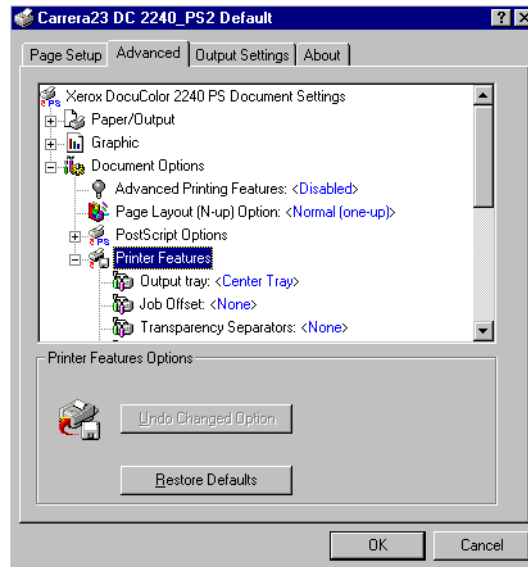
Specify Job Owner

- Use Login Name** Use your Windows Login Name as the Job Owner Name. The Job Owner Name becomes the "Login User Name\Host Name".
- Enter Owner Name (For Administrator)** Select this if you want to specify a custom Job Owner Name, which is used for all the printer icons.
- Enter Owner Name (For User)** Select this if you want to specify a custom Job Owner Name for each Windows Login user.
- NOTE:** *You can enter up to 31 alphanumeric characters for the Login Name and the Owner Name. If you enter more than 31 characters for either name, only the first 31 characters are used.*
- Password** Enter the password for the Job Owner Name. The password can consist of 4 to 12 digits. Each digit entered displays as an asterisk (*).

Job Type User Setting

- Enter the User ID and password for the Job Type, which includes Secure Print, Sample Print, and Delayed Print.
- User ID** Enter the User ID for Print Type. The User ID can contain up to a maximum of 24 alphanumeric characters.
- Password** Enter the password for the Job Type. You can enter up to 4 digits. Each digit entered displays as an asterisk (*).

Print Driver Document Defaults



- [Printer Specific Sections in the *Printer Features* of the *Advanced* Tab](#)
- [Output Settings Tab](#)

To view the *Advanced* or *Output Settings* tabs, select the printer icon in the *Printers* window, then select **Document Defaults** on the *File* menu.

Advanced Tab Settings

This section describes the settings of *Printer Features* in the *Advanced* tab.

NOTE: *The settings that can be selected vary depending on which options have been installed.*



- 1** Select the items in **Printer Features** under **Document Options** located in the on the *Advanced* tab that you want to set.
- 2** Change the settings in the Change Setting box located at the bottom of the tab.
- 3** When all setting changes are completed, select **OK**.

Printer Features Settings

- Output Tray** Set the destination for the output.
- The items that can be selected vary according to whether the Center Tray or Finisher has been installed.
- Job Offset** Shifting the output positions of adjacent jobs (print command) or copies (sets) is called Job Offset. The positions of adjacent jobs or sets of copies are shifted to either sides of the output tray.
- Transparency Separators** Specify whether to use transparency separators and the source of the separators.
- Select Auto for three paper source to automatically feed from the paper tray with paper of the same size and in the same orientation as the transparencies.
- NOTE:** *When using Transparency Separators, be sure to load paper of the same size and in the same orientation as transparencies into the paper tray.*
- NOTE:** *The Transparency Separators function cannot be used in the following situations:*
- When anything other than Manual feed is selected for Paper source in the Paper tab.
 - When anything other than Transparency is selected for Media type in the Advanced tab.
 - When anything other than Center Output Tray is selected for Output Destination of Printers Features in the Advanced tab.
- Bypass Feed Orientation** Specify the paper orientation when printing from the bypass tray. When you set the short side of the paper in the bypass tray feed direction, select **Landscape**. When you set the long side of the paper in the bypass tray, select **Portrait**.
- Print Mode** Specify whether to give priority to the print speed or the image quality. The printer/copier is capable of printing at three different resolutions:
- High Speed:** 600 x 600
- Standard:** 1200 x 600
- High Quality:** 1200 x 1200
- To change resolution settings, use the Print Mode selections.
- NOTE:** *The Image Enhancement feature is not available when Standard or High Quality is selected.*

Output Color	Specify whether to print in color or black.
RBG Color Correction	<p>Specify the coloration of the RBG Color Correction.</p> <p>Normal: This setting is optimized for printing documents that contain text and graphics, such as business documents.</p> <p>Photo: This setting is optimized for printing photos or images with gradations. Select this setting when printing images in RBG.</p> <p>Web Pages: This setting is optimized for printing web pages.</p> <p>Presentation: This setting is optimized for printing the color documents vividly, such as presentation documents.</p>
RBG Gamma Correction	Specify the brightness of the documents. The higher the value, the darker the print becomes.
Screen	You can adjust the image quality. Select Gradation to print photos and gradations clearly. Select Fineness to print the colors in illustrations, tables, or graphs evenly.
Image Enhancement	<p>Specify whether to use Image Enhancement.</p> <p>Selecting On, smooths out the boundaries between black and white when printing. This reduces jagged edges, thereby artificially increasing the resolution of the image. When printing an image (bitmap) composed of coarse halftone dots, smooth color gradation is impossible in certain situations. In this case, select Off.</p> <p>NOTE: <i>The Image Enhancement feature is available only when Print Mode is set to High Speed.</i></p>
Draft Mode	Specify whether to reduce the amount of toner used when printing drafts. When you select On, the overall printed color becomes lighter. This is best for printing documents when print quality is not necessary.
Gray Guaranteed	<p>Select On to print grays and black within documents in black toner only. This prevents neutral grays from exhibiting any kind of color shading or misregistration. This feature does not apply to images of the documents.</p> <p>NOTE: <i>For documents containing sweeps/gradients that include gray, it may be preferable to set this feature to Off.</i></p>

- Stapling** Select whether to staple printed documents as well as the position of the staple.
- You can staple 2 to 50 sheets.
 - You can only staple when Finisher Tray is selected for Output Destination in the *Advanced* tab.
 - You cannot use staples when Job Offset is selected.
- Custom Page Image Rotation** Select whether to correct the paper orientation when printing on custom paper. When printing on custom paper, select On to correct the orientation rotated at 90 degrees.
- Substitute Tray** Specify what action to take when the paper size called for is not loaded in the machine.
- Use Printer Settings:** The settings can be confirmed on the printer control panel.
- Display message:** Display paper supply messages on the printer control panel. Printer will be unavailable until paper is supplied.
- Use Nearest Size (With Zoom):** Select the nearest paper size. Automatically reduces or enlarges images for printing, as necessary.
- Use Nearest Size (No Zoom):** Select the nearest paper size available and prints in equal size.
- Use Larger Size (With Zoom):** Print in equal size on paper larger than the original. Automatically reduces images for printing, as necessary.
- Use Larger Size (No Zoom):** Print on paper larger than the original.

Output Settings Tab Settings

This section describes the settings in the *Output Settings* tab.

Job Type

Job Type

You can specify the print function from among Secure Print, Sample Print, and Delayed Print.

Secure Print: A function that temporarily stores print jobs in the printer, and prints the job when instructed from the printer control panel.

- [If you want to output secure prints, set the User ID and password for Print Type in the Configuration tab.](#)

Sample Print: A function that outputs only 1 set when multiple sets are specified. If the job is as specified, the remaining sets are printed.

Delayed Print: A function that temporarily stores print jobs in the printer, and prints them at a scheduled time.

Normal Print

Select when you do not want to output secure prints, sample prints, or delayed prints.

Secure Print

Select when you want to output secure prints.

Sample Print

Select when you want to output sample prints.

NOTE: *The Collated setting must be selected in the Page Setup tab when using Job Type.*

Delayed Print

Select when you want to output delayed prints.

User ID

Displays the User ID for Job Type. The User ID displayed is the User ID specified on the Configuration tab. This option can only be selected when the setting on the Configuration tab has been completed. This is a display-only item and cannot be changed in User ID.

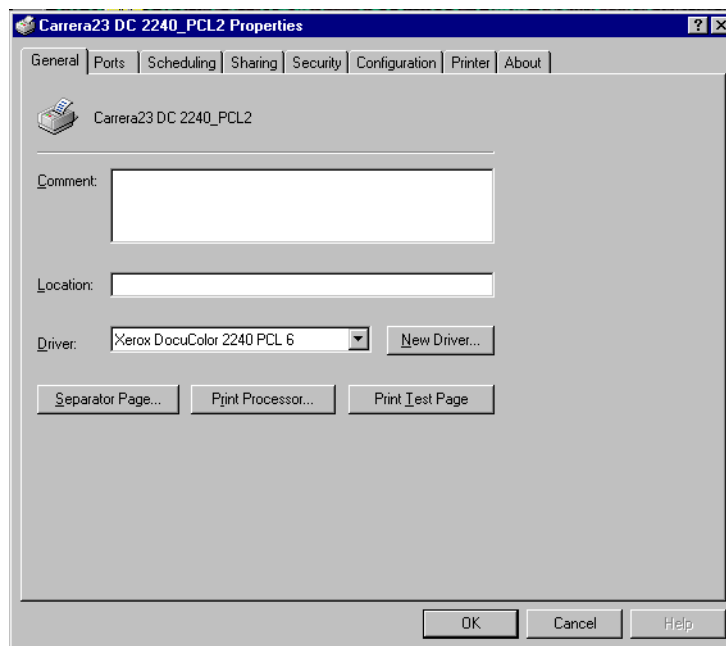
-
- Password** Displays the Job Type password specified in the Configuration tab. Each digit entered is displayed as an asterisk (*). This option can only be selected when the setting on the Configuration tab has been completed. This is a display-only item and cannot be changed in Password.
- Retrieve Document Name** Select the method of specifying the document name. If you have selected Auto Retrieve, the valid document name can be up to 24 alphanumeric characters.
- Document Name** When Enter Document Name is selected in the Stored Document Name list, you can specify a document name with a maximum of 24 alphanumeric characters.
- Start Print Time** Set the time that you want Delayed Print to be carried out. Place the cursor in the hour or minute box and press the up or down triangle to specify the starting time. You can also set the time by entering the time directly into the boxes.
- The default setting is 00:00

Configuring the PCL Print Driver on Windows NT 4.0

This section describes the following printer specific settings included in the PCL 6/5e Version 4.1 Print Driver Properties and Printing Preferences.

- [Print Driver Properties](#)
[Configuration Tab > Print Features](#)
[Printer Tab](#)
- [Document Defaults](#)

Print Driver Properties



- [Configuration Tab](#)
- [Printer Tab](#)

To view the *Configuration* or *Printer* tabs, select the printer icon in the *Printers* window, then select **Properties** on the *File* menu.

Configuration Tab Settings

This describes *Print Features* in the *Configuration* tab.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the *Configuration* tab.
- 3** Select the items in *Print Features* that you want to set.
- 4** Change the settings in the list box that is displayed below the *Print Features* list.
- 5** When all setting changes are completed, select **OK**.

Print Features

- EMF Spooling** Select On to specify the spool format of the print data in the hard drive as RAW format. As it takes time to convert print data, the processing time is extended.
- Print Page Mode** Select Print Page Mode to On to enhance printer performance with large complex jobs.
- Specify Job Owner** Use this feature to specify a job owner.
Use Login Name: Use your Windows Login Name as the Job Owner Name. The Job Owner Name becomes the “Login User Name\Host Name”.
Enter Owner Name (For Administrator): Select this if you want to specify a custom Job Owner Name, which is used for all the printer icons.
Enter Owner Name (For User): Select this if you want to specify a custom Job Owner Name for each Windows Login user.
NOTE: *You can enter up to 31 alphanumeric characters for the Login Name and the Owner Name. If you enter more than 31 characters for either name, only the first 31 characters are used.*
Password: Enter the password for the Job Owner Name. The password can consist of 4 to 12 digits. Each digit entered displays as an asterisk (*).
- Bypass Feed Orientation** Specify the paper orientation when printing from the bypass tray. When you set the short side of the paper in the bypass tray feed direction, select **Landscape**. When you set the long side of the paper in the bypass tray, select **Portrait**.
- Substitute Tray** Specify what action to take when the paper size called for is not loaded in the machine.
Use Printer Settings: The settings can be confirmed on the printer control panel.
Display message: Display paper supply messages on the printer control panel. Printer will be unavailable until paper is supplied.
Use Nearest Size (With Zoom): Select the nearest paper size. Automatically reduces or enlarges images for printing, as necessary.
Use Nearest Size (No Zoom): Select the nearest paper size available and prints in equal size.

Printer Tab Settings

This describes *Printer* tab.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the *Printer* tab.
- 3** Select the **Auto Configuration** button or select the items manually in **Change Setting For:** that you want to set.
- 4** When all setting changes are completed, select **OK**.

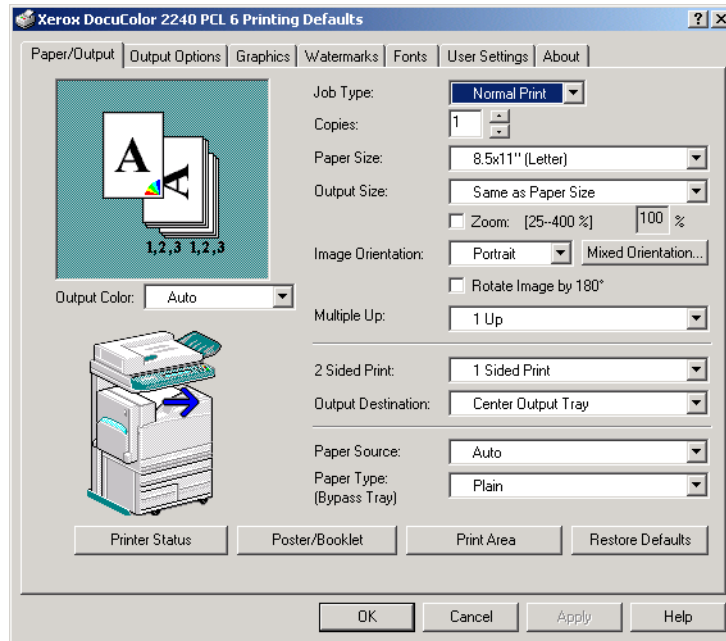
Finisher An optional output tray with stapling function that can be added to the side of the printer.

A5 & Statement Paper Detection Optional output functions to enable Trays 1 - 4 to detect certain paper sizes.

Document Defaults

This describes *the Document Defaults*.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



123...

1 Select the printer icon in the *Printers* window, then select **Document Defaults** from the *File* menu.

2 Select your changes on the following tabs:

- Paper/Output
- Output Options
- Graphics
- Watermarks
- Fonts
- User Settings

3 When all setting changes are completed, select **OK**.

Specify your printing options from the following:

NOTE: For additional detail about the contents on the tabs use on-line help. Refer to the *On-line Help procedure in the B.) Basic Printing section in the User Guide (Print)*.

Paper/Output Tab

Selections include Job Type, Copies, Paper Size, Output Size, Image Orientation, Mixed Orientation, Multiple Up, Output Color, 2 Sided Print, Output Destination, Paper Source, Paper Type (Bypass Tray), or select Printer Status, Poster/Booklet, Print Area, or Restore Defaults buttons.

Output Options

Select from Front Cover, Feed Cover from, Transparency Separators, Job Offset, Stapling, or select Margin Shift or Restore Defaults buttons.

Graphics Specify how you want to manipulate graphic images for your print job. Select from the following options: Output Color, Print Mode, Image Adjustment Mode, Image Types, Image Auto Correction, or select the Image Settings, Color Balance, Profile Settings, Detailed Settings, or Restore Defaults buttons.

For more information on how to set graphic options refer to section C. Special Printing in the User Guide (Print).

Watermarks Specify watermark settings. Selections for watermarks include First Page Only or In Background, Encircle, Text, Position, Angle, or select the Restore Defaults button.

Fonts Use the TrueType Font control to select how TrueType Fonts will be processed and printed.

User Settings The User Settings tab dialog provides options for you to save frequently used print driver settings and then recall these settings without having to configure again.

Windows 2000 and Windows XP

Installing PostScript or PCL Print Driver

Prior to installing the AdobePS 4.4.Xor PCL 6/5e Version 4.1 print driver perform the following.

- Obtain the Print Driver for your workstation's operating system. Print drivers are available on a CD-ROM that came with your Printer. They are also typically available for downloading in self-extracting Zip file format from the Internet at www.xerox.com.
- Obtain the printer's IP Address by printing a System Settings List or contacting your System Administrator.
- Check that the machine is physically connected to the network or to your computer.

For detailed instructions on how to connect the machine to a network, refer to the System Administrator's Guide.



- 1** To begin the print driver installation select one of the following.
 - Windows 2000: from the *Start* menu, select **Settings**, and then **Printers**.
 - Windows XP: from the *Start* menu, and then **Printers and Faxes**.
- 2** In the Printers window select one of the following.
 - Windows 2000: double click **Add Printer**.
 - Windows XP: from Printer Tasks, select **Add a printer**.
- 3** When the Add Wizard displays, select **Next**. The *Local or Network Printer* screen is displayed.
- 4** Select either **Local Printer** or **Network Printer**.
 - If Local printer is selected, deselect the "Automatically detect and install my Plug and Play printer" check box.
 - If Network printer is selected, specify the target printer in the "Connect to printer" dialog box.

- 5** Select **Next**. The *Select the Printer Port* screen is displayed.
- 6** Select one of the following and then select **Next**.
 - Use the following port.
 - Create a new port.
- 7** Insert the CD-ROM in the CD-ROM drive.
- 8** When the *Add Printer Wizard* window displays Manufacturers and Printers lists, select **Have Disk...** The *Install From Disk* screen is displayed.
- 9** Enter the path for your driver files in the “Copy manufacturer’s files from:” box.

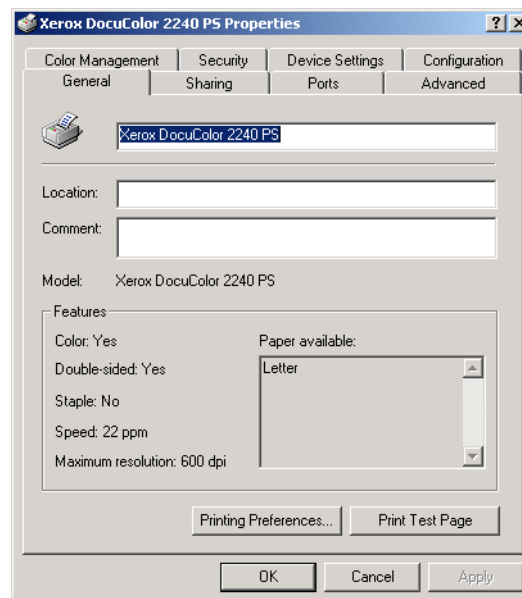
NOTE: You can also use the **Browse** button to specify a folder in the CD-ROM.
- 10** Select the **.INF** file, then select **Open**.
- 11** When the *Install From Disk* screen is displayed, verify that the path and file name are correct and select **OK**.
- 12** Select your printer model from the Printers list and select **Next**.
- 13** Enter the printer name, set whether you want to use it as your default printer, and select **Next**.
- 14** Select **Do not share this printer**, and select **Next**
- 15** Select **Yes** to print a test page, then select **Next**.
- 16** Select **Finish**.
- 17** Verify that the test page prints at the printer then select **Yes**.
- 18** Confirm that the printer has been added in the *Printers* window.
- 19** Continue to the next page in order to configure the print driver to complete the installation.

Configuring the PostScript Print Driver on Windows 2000/XP

This section describes the following printer specific settings included in the AdobePS 4.4.X Print Driver Properties and Printing Preferences.

- [Print Driver Properties](#)
 - [Device Settings Tab > Installable Options](#)
 - [Configuration Tab](#)
- [Printing Preferences](#)
 - [Advanced Options Dialog Box > Printer Features](#)
 - [Output Setting Tab](#)

Print Driver Properties



- [Installable Options](#) in the *Device Settings* Tab
- [Configuration](#) Tab

Installable Options Settings

This describes **Installable Options** in the *Device Settings* tab.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the *Device Settings* tab.
- 3** Select the items you want to set in *Installable Options*.
- 4** Change the settings in the underlined menu that is displayed on the right of the option.
- 5** When all setting changes are completed, select **OK**.

Settings

- | | |
|-----------------------------|---|
| Memory | Specify the amount of printer memory. <ul style="list-style-type: none">• The default setting is Normal 512MB |
| Output Tray | Specify whether Finisher is installed and the type. |
| Paper Detect by Tray | Specify either Statement Paper Detection, or A5 Paper Detection. |

Configuration Tab Settings

This section describes the settings of the *Configuration* tab.

123...

- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the *Configuration* tab.
- 3** Change the settings that you want to set.
- 4** When all setting changes are completed, select **OK**.

Specify Job Owner

- | | |
|---|--|
| Use Login Name | Use your Windows Login Name as the Job Owner Name. The Job Owner Name becomes the "Login User Name\Host Name". |
| Enter Owner Name (For Administrator) | Select this if you want to specify a custom Job Owner Name, which is used for all the printer icons. |
| Enter Owner Name (For User) | Select this if you want to specify a custom Job Owner Name for each Windows Login user. |
| Password | Enter the password for the Job Owner Name. The password can consist of 4 to 12 digits. Each digit entered displays as an asterisk (*). |

NOTE: You can enter up to 31 alphanumeric characters for the *Login Name* and the *Owner Name*. If you enter more than 31 characters for either name, only the first 31 characters are used.

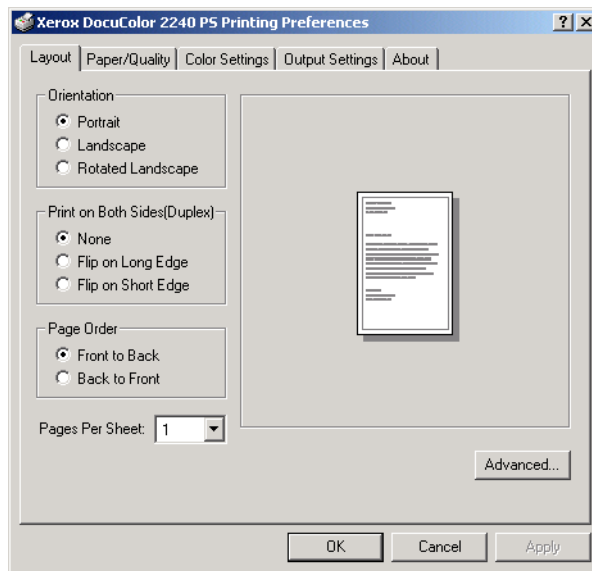
Job Type User Setting

Enter the User ID and password for the Job Type, which includes Secure Print, Sample Print, and Delayed Print.

User ID Enter the User ID for Print Type. The User ID can contain up to a maximum of 24 alphanumeric characters.

Password Enter the password for the Job Type. You can enter up to 4 digits. Each digit entered displays as an asterisk (*).

Printing Preferences



- Sections specific to the printer in **Printer Features** of the *Advanced Options* Dialog Box
- *Output Settings* Tab

Advanced Options Dialog Box Settings

This section describes the settings of the *Advanced Options* dialog box displayed when selecting *Advanced* in the *Layout* tab.

123...

- 1** Select the printer icon in the *Printers* window, then select **Printing Preferences** from the *File* menu.
- 2** On the *Layout* tab, select **Advanced...**
- 3** Select the items in *Printer Features*.
- 4** Change the settings on the menu displayed to the right.
- 5** When all setting changes are completed, select **OK**.

Printer Features Settings

Output Tray Set the destination for the output.

- The items that can be selected vary according to whether the Center Tray or Finisher Tray has been installed.

Job Offset Shifting the output positions of adjacent jobs (print command) or copies (sets) is called Job Offset. The positions of adjacent jobs or sets of copies are shifted to the front and the next job or set of copies is shifted to the back.

Transparency Separators Specify whether to use transparency separators and the source of the separators.

Select Auto for three paper source to automatically feed from the paper tray with paper of the same size and in the same orientation as the transparencies.

NOTE: *When using Transparency Separators, be sure to load paper of the same size and in the same orientation as transparencies into the paper tray.*

NOTE: *The Transparency Separators function cannot be used in the following situations:*

- When anything other than Manual feed is selected for Paper source in the *Paper/Quality* tab.
- When anything other than Transparency is selected for Media type in the *Paper/Quality* tab.
- When anything other than Center Output Tray is selected for Output Destination in the *Advanced Options* tab.

Bypass Feed Orientation Specify the paper orientation when printing from the bypass tray. When you set the short side of the paper in the bypass tray feed direction, select **Landscape**. When you set the long side of the paper in the bypass tray, select **Portrait**.

Print Mode Specify whether to give priority to the print speed or the image quality. The printer/copier is capable of printing at three different resolutions:

High Speed: 600 x 600

Standard: 1200 x 600

High Quality: 1200 x 1200

To change resolution settings, use the Print Mode selections.

NOTE: *The Image Enhancement feature is not available when Standard or High Quality is selected.*

Output Color

Specify your output printing options select either Color or Black.

RGB Color Correction

Specify the coloration of the RBG Color Correction.

Normal: This setting is optimized for printing documents that contain text and graphics, such as business documents.

Photo: This setting is optimized for printing photos or images with gradations. Select this setting when printing images in RBG.

Web Pages: This setting is optimized for printing web pages.

Presentation: This setting is optimized for printing the color documents vividly, such as presentation documents.

RGB Gamma Correction

Specify the brightness of the documents. The higher the value, the darker the print becomes.

Screen

You can adjust the image quality. Select Gradation to print photos and gradations clearly. Select Fineness to print the colors in illustrations, tables, or graphs evenly.

Image Enhancement

Specify whether to use the Image Enhancement function.

Selecting On, smooths out the boundaries between black and white when printing. This reduces jagged edges, thereby artificially increasing the resolution of the image. When printing an image (bitmap) composed of coarse halftone dots, smooth color gradation is impossible in certain situations. In this case, select Off.

NOTE: *The Image Enhancement feature is available only when Print Mode is set to High Speed.*

Draft Mode	Specify whether to reduce the amount of toner used when printing drafts. When you select On, the overall printed color becomes lighter. This is best for printing documents when print quality is not necessary.
Gray Guaranteed	<p>Select On to print grays and black within documents in black toner only. This prevents neutral grays from exhibiting any kind of color shading or misregistration. This feature does not apply to images of the documents.</p> <p>NOTE: <i>For documents containing sweeps/gradients that include gray, it may be preferable to set this feature to Off.</i></p>
Stapling	<p>Select whether to staple printed documents as well as the position of the staple.</p> <ul style="list-style-type: none"> • You can staple 2 to 50 sheets. • You can only staple when Finisher Tray is selected for Output Destination in the <i>Advanced Options</i> tab. • You cannot use staples when Job Offset is selected.
Custom Paper Image Rotation	Select whether to correct the paper orientation when printing on custom paper. When printing on custom paper, select On to correct the orientation rotated at 90 degrees.
Substitute Tray	<p>Specify what action to take when the paper size called for is not loaded in the machine.</p> <p>Use Printer Settings: The settings can be confirmed on the printer control panel.</p> <p>Display message: Display paper supply messages on the printer control panel. Printer will be unavailable until paper is supplied.</p> <p>Use Nearest Size (With Zoom): Select the nearest paper size. Automatically reduces or enlarges images for printing, as necessary.</p> <p>Use Nearest Size (No Zoom): Select the nearest paper size available and prints in equal size.</p> <p>Use Larger Size (With Zoom): Print in equal size on paper larger than the original. Automatically reduces images for printing, as necessary.</p> <p>Use Larger Size (No Zoom): Print on paper larger than the original.</p>

Output Setting Tab Settings

This section describes the settings in the *Output Settings* tab.

123...

- 1** Select the printer icon in the *Printers* window, then select **Printing Preferences** from the *File* menu.
- 2** Select the **Output Settings** tab.
- 3** Change the settings that you want to set.
- 4** When all setting changes are completed, select **OK**.

Job Type

Job Type

You can specify the print function from among Secure Print, Sample Print, and Delayed Print.

Secure Print: A function that temporarily stores print jobs in the printer, and prints the job when instructed from the printer control panel.

- [If you want to output secure prints, set the User ID and password for Print Type in the Configuration tab.](#)

Sample Print: A function that outputs only 1 set when multiple sets are specified. If the job is as specified, the remaining sets are printed.

Delayed Print: A function that temporarily stores print jobs in the printer, and prints them at a scheduled time.

Normal Print

Select when you do not want to output secure prints, sample prints, or delayed prints.

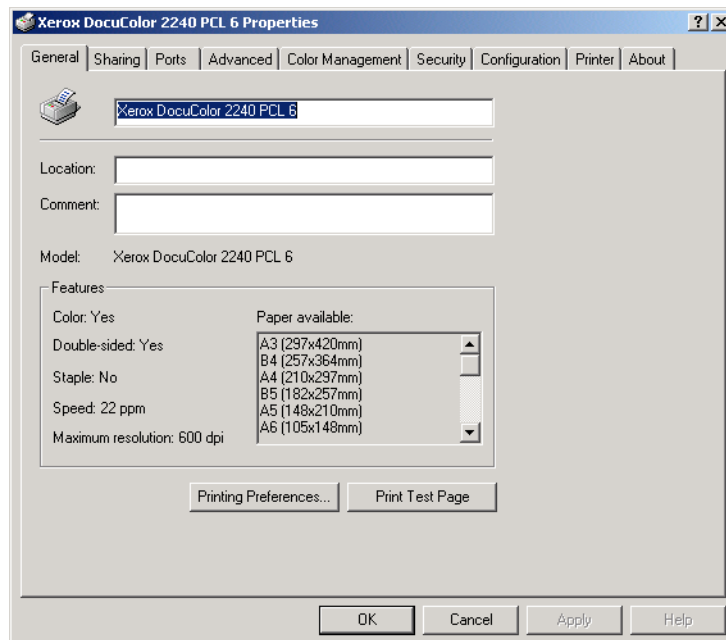
- Secure Print** Select when you want to output secure prints.
- Sample Print** Select when you want to output sample prints.
- NOTE:** *The Collated setting must be selected in the Page Setup tab when using Job Type.*
- Delayed Print** Select when you want to output delayed prints.
- User ID** Displays the User ID for Job Type. The User ID displayed is the User ID specified on the Configuration tab. This option can only be selected when the setting on the Configuration tab has been completed. This is a display-only item and cannot be changed in User ID.
- Password** Displays the Job Type password specified in the Configuration tab. Each digit entered is displayed as an asterisk (*). This option can only be selected when the setting on the Configuration tab has been completed. This is a display-only item and cannot be changed in Password.
- Retrieve Document Name** Select the method of specifying the document name. If you have selected Auto Retrieve, the valid document name can be up to 24 alphanumeric characters.
- Document Name** When “Enter Document Name” is selected in the Stored Document Name list, you can specify a document name with a maximum of 24 alphanumeric characters.
- Start Print Time** Set the time that you want Delayed Print to be carried out. Place the cursor in the hour or minute box and press the up or down triangle to specify the starting time. You can also set the time by entering the time directly into the boxes.
- The default setting is 00:00

Configuring the PCL Print Driver on Windows 2000/XP

This section describes the following printer specific settings included in the PCL 6/5e Version 4.1 Print Driver Properties and Printing Preferences.

- [Print Driver Properties](#)
 - [Configuration Tab](#)
 - [Printer Tab](#)
- [Printing Defaults](#)
 - [Advanced Tab](#)

Print Driver Properties



- [Configuration Tab](#)
- [Printer Tab](#)

Configuration Tab Settings

This describes *Print Features* in the *Configuration* tab.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the *Configuration* tab.
- 3** Select the items in *Print Features* that you want to set.
- 4** Change the settings in the list box that is displayed below the *Print Features* list.
- 5** When all setting changes are completed, select **OK**.

Print Features

- EMF Spooling** Select On to specify the spool format of the print data in the hard drive as RAW format. As it takes time to convert print data, the processing time is extended.
- Print Page Mode** Select Print Page Mode to On to enhance printer performance with large complex jobs.
- Specify Job Owner** Use this feature to specify a job owner.
- Use Login Name:** Use your Windows Login Name as the Job Owner Name. The Job Owner Name becomes the “Login User Name\Host Name”.
- Enter Owner Name (For Administrator):** Select this if you want to specify a custom Job Owner Name, which is used for all the printer icons.
- Enter Owner Name (For User):** Select this if you want to specify a custom Job Owner Name for each Windows Login user.
- NOTE:** *You can enter up to 31 alphanumeric characters for the Login Name and the Owner Name. If you enter more than 31 characters for either name, only the first 31 characters are used.*
- Password:** Enter the password for the Job Owner Name. The password can consist of 4 to 12 digits. Each digit entered displays as an asterisk (*).
- Bypass Feed Orientation** Specify the paper orientation when printing from the bypass tray. When you set the short side of the paper in the bypass tray feed direction, select **Landscape**. When you set the long side of the paper in the bypass tray, select **Portrait**.
- Substitute Tray** Specify what action to take when the paper size called for is not loaded in the machine.
- Use Printer Settings:** The settings can be confirmed on the printer control panel.
- Display message:** Display paper supply messages on the printer control panel. Printer will be unavailable until paper is supplied.
- Use Nearest Size (With Zoom):** Select the nearest paper size. Automatically reduces or enlarges images for printing, as necessary.
- Use Nearest Size (No Zoom):** Select the nearest paper size available and prints in equal size.

Printer Tab Settings

This describes *Printer* tab.

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the *Printer* tab.
- 3** Select the **Auto Configuration** button or select the items manually in **Change Setting For:** that you want to set.
- 4** When all setting changes are completed, select **OK**.

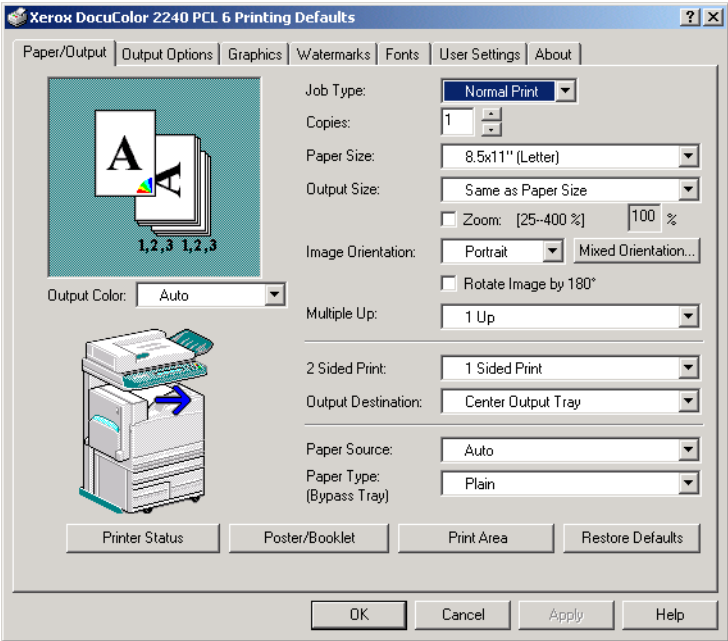
Finisher An optional output tray with stapling function that can be added to the side of the printer.

A5 & Statement Paper Detection Optional output functions to enable Trays 1 - 4 to detect certain paper sizes.

Printing Defaults

This describes *the Printing Defaults on the Advanced tab.*

NOTE: *In order to print correctly, it is necessary to make appropriate settings in this tab.*



USER GUIDE (PRINT)



- 1** Select the printer icon in the *Printers* window, then select **Properties** from the *File* menu.
- 2** Select the *Advanced* tab.
- 3** Select the **Printing Defaults** button to view or change the document default properties for all users of the selected printer. Select your changes on the following tabs:
 - [Paper/Output](#)
 - [Output Options](#)
 - [Graphics](#)
 - [Watermarks](#)
 - [Fonts](#)
 - [User Settings](#)
 - [About](#)
- 4** When all setting changes are completed, select **OK**.
Specify your printing options from the following:
For additional detail about the contents on the tabs use on-line help. Refer to the On-line Help procedure in the B. Basic Printing section in the User Guide (Print).

Paper/Output Tab

Selections include Job Type, Copies, Paper Size, Output Size, Image Orientation, Mixed Orientation, Multiple Up, Output Color, 2 Sided Print, Output Destination, Paper Source, Paper Type (Bypass Tray), or select Printer Status, Poster/Booklet, Print Area, or Restore Defaults buttons.

- Output Options** Select from Front Cover, Feed Cover from, Transparency Separators, Job Offset, Stapling, or select Margin Shift Restore Defaults buttons.
- Graphics** Specify how you want to manipulate graphic images for your print job. Select from the following options: Output Color, Print Mode, Image Adjustment Mode, Image Types, Image Auto Correction, or select the Image Settings, Color Balance, Profile Settings, Detailed Settings, or Restore Defaults buttons.
- For more information on how to set graphic options refer to section C.) Special Printing in the User Guide (Print).*
- Watermarks** Specify watermark settings. Selections for watermarks include First Page Only or In Background, Encircle, Text, Position, Angle, or select the Restore Defaults button.
- Fonts** Use the TrueType Font control to select how TrueType Fonts will be processed and printed.
- User Settings** The *User Settings* tab provides options for you to save frequently used print driver settings and then recall these settings without having to configure again.
- About** The *About* tab displays the name, version, and copyright information of the print driver.

Macintosh

Installing PostScript Print Driver

There are three steps to install the print driver:

- Use the installer CD-ROM that you received with the printer to install the printer to the Macintosh.
- Configure the PPD File.
- Configure the print driver.

Prior to installing the AdobePS 4.4.X print driver perform the following.



- 1** Insert the CD-ROM in the CD-ROM drive.
- 2** Copy the PPD (PostScript Printer Description) file to the **System Folder\Extensions\Printer Descriptions** folder on your workstation.
- 3** Locate the **Adobe PostScript Print Driver** file.
- 4** Double click the **Adobe PS Installer** icon. The *Introduction* screen is displayed.
- 5** Select **Continue** on the Introduction screen.
- 6** On the *Licensing* screen, select **Accept**.
- 7** Review the *Read Me* file then select **Continue**.
- 8** Verify the location for the print driver file and select **Install**.
- 9** When the installation completes, select **Restart** to reboot the workstation.

Configure the PPD File

- 10** In the Apple Chooser, select the Adobe Postscript or Apple LaserWriter printer.
- 11** Select the appropriate **AppleTalk zone** (if applicable) and the printer name.
- 12** Select **Create** (for initial installation) or **Setup** (for all subsequent installations) and select the PPD file for the printer. The *PPD* screen is displayed.
- 13** On the *PPD* screen, select **Select PPD**.
- 14** If it is not already selected, highlight the Printer's PPD in the list and select **Select**.
- 15** Select **OK**.
- 16** Confirm that the printer has been added.
- 17** Continue to the next page in order to configure the print driver to complete the installation.

Setting the Print Driver Properties on Macintosh

This section describes printer specific settings included in the print driver properties.

NOTE: Typically, *Installable Options* is automatically set according to the 1-directional communications with the printer. It is not necessary to change the setting.

- [Installable Options on the *Option* menu](#)
- [Printer Specific Options](#)

Configure Settings

This describes Installable Options.

NOTE: In order to print correctly, it is necessary to make appropriate settings in this tab.



- 1** Select the printer using the Chooser and select **Setup**. The *Current Printer Description File (PPD) Selected* screen is displayed.
- 2** Select **Configure** on the *Current Printer File (PPD) Selected* screen. The *Installable Options* list is displayed.
- 3** Set the option menu items in *Installable Options*. Select **OK**.

Settings

Memory Specify the amount of printer memory.

- [The default setting is Standard 512MB](#)

Output Tray Set the destination for the output.

- [The items that can be selected vary according to whether Finisher has been installed.](#)

Paper Detect by Tray Specify either Statement Paper Detection, or A5 Paper Detection.

Printer Specific Options Settings

This describes *Printer Specific Options*, used to set the print driver.

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- 1** On the *File* menu of the application, select **Print**.
- 2** Select **Printer Specific Options**.
- 3** Select the features you want to set.

Settings

This section describes the settings of the *Printer Specific Options* list.

- Output Tray** Set the destination for the output.
- The items that can be selected vary according to whether the Side Output Tray or Finisher Tray has been installed.
- Job Offset** Shifting the output positions of adjacent jobs (print command) or copies (sets) is called Job Offset. The positions of adjacent jobs or sets of copies are shifted to the front and the next job or set of copies is shifted to the back.
- Collated** Selects whether to collate a multi-page file per set when they are printed.

Transparency Separators

Specify whether to use transparency separators and the source of the separators.

Select Auto for three paper source to automatically feed from the paper tray with paper of the same size and in the same orientation as the transparencies.

NOTE: *When using Transparency Separators, be sure to load paper of the same size and in the same orientation as transparencies into the paper tray.*

NOTE: *The Transparency Separators function cannot be used in the following situations:*

- When anything other than Manual feed is selected for Paper source in the *Paper/Quality* tab.
- When anything other than Transparency is selected for Media type in the *Paper/Quality* tab.
- When anything other than Center Output Tray is selected for Output Destination in the *Advanced Options* tab.
- When print on both sides is selected.

Bypass Feed Orientation

Specify the paper orientation when printing from the bypass tray. When you set the short side of the paper in the bypass tray feed direction, select **Landscape**. When you set the long side of the paper in the bypass tray, select **Portrait**.

Paper Type (Bypass Tray)

Select the type of the paper set in the bypass tray.

Print Mode

Specify whether to give priority to the print speed or the image quality. The printer/copier is capable of printing at three different resolutions:

High Speed: 600 x 600

Standard: 1200 x 600

High Quality: 1200 x 1200

To change resolution settings, use the Print Mode selections.

NOTE: *The Image Enhancement feature is not available when Standard or High Quality is selected.*

Output Color

Specify your output printing options select either Color or Black.

RGB Color Correction	<p>Specify the coloration of the RGB Color Correction.</p> <p>Normal: This setting is optimized for printing documents that contain text and graphics, such as business documents.</p> <p>Photo: This setting is optimized for printing photos or images with gradations. Select this setting when printing images in RGB.</p> <p>Web Pages: This setting is optimized for printing web pages.</p> <p>Presentation: This setting is optimized for printing the color documents vividly, such as presentation documents.</p>
RGB Gamma Correction	<p>Specify the brightness of the documents. The higher the value, the darker the print becomes.</p>
Screen	<p>You can adjust the image quality. Select Gradation to print photos and gradations clearly. Select Fineness to print the colors in illustrations, tables, or graphs evenly.</p>
Image Enhancement	<p>Specify whether to use the Image Enhancement function.</p> <p>Selecting On, smooths out the boundaries between black and white when printing. This reduces jagged edges, thereby artificially increasing the resolution of the image. When printing an image (bitmap) composed of coarse halftone dots, smooth color gradation is impossible in certain situations. In this case, select Off.</p> <p>NOTE: <i>The Image Enhancement feature is available only when Print Mode is set to High Speed.</i></p>
Draft Mode	<p>Specify whether to reduce the amount of toner used when printing drafts. When you select On, the overall printed color becomes lighter. This is best for printing documents when print quality is not necessary.</p>
Gray Guaranteed	<p>Select On to print grays and black within documents in black toner only. This prevents neutral grays from exhibiting any kind of color shading or misregistration. This feature does not apply to images of the documents.</p> <p>NOTE: <i>For documents containing sweeps/gradients that include gray, it may be preferable to set this feature to Off.</i></p>
Stapling	<p>Select whether to staple printed documents as well as the position of the staple.</p> <ul style="list-style-type: none"> • You can staple 2 to 30 sheets. • You can only staple when Finisher Tray is selected for Output Destination in the <i>Advanced Options</i> tab. • You cannot use staples when Job Offset is selected.

B. Basic Printing

Paper

This section identifies differences in paper usage as compared to paper usage when copying. Other than these, there are no differences between using paper for copying and printing.

For more information on how to load paper, refer to the User Guide (Copier).

Differences From Copying

Tray 5 (Bypass)

When using Tray 5 (Bypass), there is a restriction on the orientation of loading paper.

When printing with Tray 5 (Bypass), be sure to select **Tray 5 (Bypass)** from the *Paper Source* menu on the *Tray/Output* tab, and then select the correct paper type from the *Paper Tray (Bypass)* menu on the print driver screen.

Refer to On-line Help of the print driver for details on printing special papers like transparencies.

For details on loading paper in Tray 5 (Bypass), refer to the User Guide (Copier).

Caution for Printing

If the paper size or type used for printing is different from the selection on the print driver, or if the paper is loaded in an unsuitable paper tray, it may cause paper to jam.

Automatic Tray Switching

To enable the Auto Tray Switch feature, Auto must be selected from the Paper Source menu on the Tray/Output tab.

NOTE: *The Auto Tray Switch feature is displayed as Disable Auto Tray Switch in the Common Menu and Internet Services.*

Outputting Paper

To use the Job Offset feature you must first configure the setting on the *Configuration* tab of the print driver.

Refer to the On-line Help of the print driver for details.

Prior to Printing

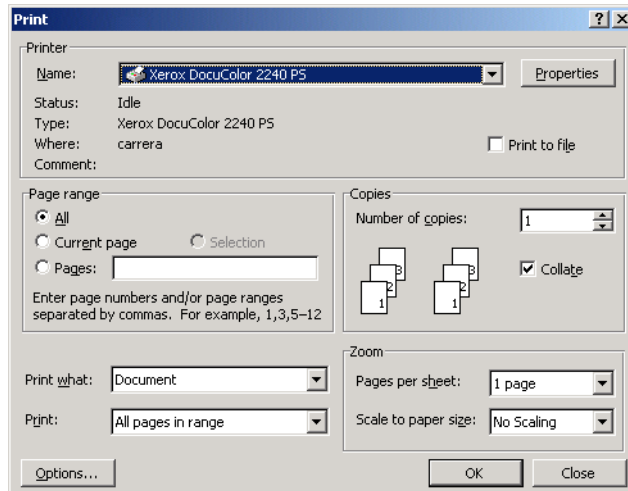
In order to print from your computer, you must first install a print driver. Print drivers are software that convert print data or instructions from the computer into data that can be interpreted by the printer.

Printing Procedure

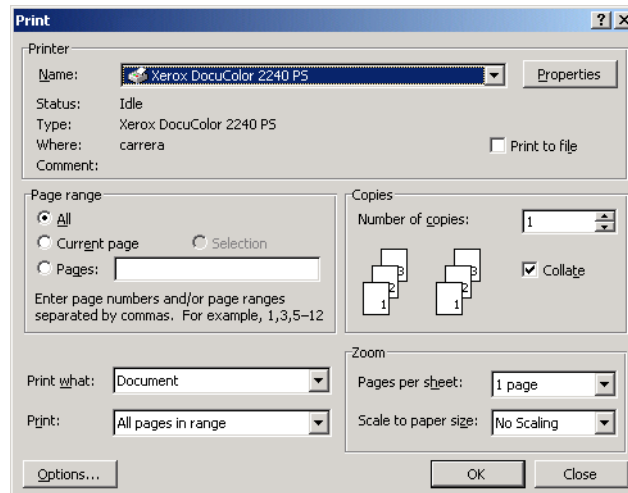
The printing procedure will differ according to the application program used. For details, refer to your application program manual.



- 1 Select **Print** from the application program *File* menu. The *Print* screen is displayed.



- 2 Select the Printer and then select **Properties**. The *Printer Properties* screen is displayed.
- 3 Select the desired printing options for your print job.



- 4 Select **OK**.

Setting Printing Features

Typically, printing features are set on the printer properties dialog box that is displayed when entering either printing from the application program or selecting *Properties* from the *File* menu on the printer icon.

From the *Properties* screen, select the desired features in each tab.

NOTE: Refer to the *On-line Help* of the printer driver for details on the options of the printer driver and how to select the options.

For more information on how to use *On-line Help*, refer to *Using On-line Help*, on the next page.

NOTE:

- For Windows 95/98/Me, select **Properties**.
- For Windows NT 4.0, select options from the tabs that are displayed by selecting **Document Defaults** and **Properties** from the *File* menu.
- For Windows 2000 and Windows XP, select options from the tabs that are displayed by selecting **Printing Preferences** and **Properties** from the *File* menu.
- For Windows 98, Windows Me, Windows 2000 and Windows XP, options are also displayed on the *Color Management* tab.
- For complete settings details, refer to the *Driver Configuration* information at the beginning of this chapter.

Using On Line Help

On-line Help explains the print driver options and the basic printing process.

View Details of Each Option

On the active properties dialog box of the print driver, select the “question mark” button on the top right corner of the window, and after the cursor has changed to a “question mark”, select the desired option.

View Basic Printing Process

On the active properties dialog box of the print driver, select the **Help** button on the bottom right corner of the window to display a *Help* window, which explains the currently displayed screen. Select the **Contents** button at the top left corner of the *Help* window to display the contents of the printing process.

Double-clicking the title of the desired process will display the explanation.

Switching Printer Off-line

When the printer is switched off-line, it cannot receive data. Receiving data will be interrupted and will not be printed.



- 1** On the control panel, press the **Machine Status** button. The *Machine Status* screen is displayed.
- 2** Select **Print Mode** located on the *Machine Status* tab. The *Print Mode* screen is displayed.
- 3** Select **Off-line**.
- 4** Select **Close**.

Cancel Print/Check Print Job Status

Cancel Print from the Workstation



- 1** From the *Start* menu, select **Settings** and then select **Printers**.
- 2** Open the icon of the printer model.
- 3** In the window displayed, select any document name and then press **Delete** on the keyboard.

Canceling a Print Job Using Internet Services

You can cancel printing from your workstation using Internet Services via a browser.

For more information on Internet Services, refer to the Internet Services section D in the User Guide (Print).

Canceling a Print Job From the Printer

There are three options available for canceling a print job at the machine. You can cancel a print job that is in process, one that is currently being printed or one that is stored for printing at a later time.

Canceling a Print Job in Process

- Either press the **Stop** button on the control panel or select **Stop** on the following screen.
- The job currently being processed will be discontinued.

Canceling a Print Job During Print



- 1** Either press the **Stop** button on the control panel or select **Stop**. The job currently being processed will be discontinued.
- 2** To stop printing, either press the **Stop** button on the control panel or select **Stop** on the following screen.

NOTE: *The page that is currently printing will be printed.*

Canceling Jobs Stored in the Printer

You can interrupt the printer from receiving data and empty the buffer using the procedure below.

123...

- 1** On the control panel, press **Job Status**. The *Job Status* screen is displayed.
- 2** On the *Job Status* screen, select **Current/Pending Jobs**. A list of jobs in process or waiting is displayed.
- 3** Select the job that you want to delete. The job status is displayed.
- 4** Select **Stop**. The job processing will be discontinued.
- 5** Select **Close**.

C. Special Printing

Specifying Output Color for Printing in a PCL Driver

You can specify the output color for printing.
 From the *Output Color* menu of either the *Paper/Output* or *Graphics* tab, select **Black** or **Auto**.

Printing with Black

To print in black and white, select **Black** from the *Output Color* menu.

Print Mode

Specify whether to give priority to the print speed or the image quality. The printer/copier is capable of printing at three different resolutions:

High Speed: 600 x 600

Standard: 1200 x 600

High Quality: 1200 x 1200

To change resolution settings, use the Print Mode selections.

NOTE: *The Image Enhancement feature is not available when Standard or High Quality is selected.*

Options	Contents
High Speed	Prints faster but with a loss of image quality.
Standard	The average mode of High Speed and High Quality.
High Quality	Prints with better quality but slower

NOTE: *If printing is slow even when High Speed has been selected, try setting **Print Page Mode** on the Configuration tab to **On**. The printing time may be shortened.*

Image Adjustment Mode

Options	Contents
Recommended	A unique system of our company to adjust image quality.

The possible feature combinations of Print Mode and Output Color and other options of the *Graphics* tab are as follows:

NOTE: When **Black** has been selected for **Output Color**, only **Recommended** can be selected for *Image Adjustment*.

Black & High Speed

The possible feature combinations when **Black** for *Output Color* and **High Speed** for Print Mode have been selected:

Graphics Options		Image Adjustment Mode	Recommended
Image Settings	Brightness		Available
	Chroma		NA
	Contrast		Available
Color Balance	Black		Available
	Cyan		NA
	Magenta		NA
	Yellow		NA
Profile Settings	Color Correction Temperature/ Gamma		Available
	ICC Profile		Available
Detailed Settings:	Text	Change All Colors to Black	Available
	Graphic	Change All Colors to Black	Available
		Thicken Fine Lines	Available
		Paint Only Enclosed Areas	Available
	Photo	Image Compression	Available
		Smoothing	Available
		High Speed Image Processing	Available
	All	Image Enhancement	Available
		Draft Mode	Available
		Resolution	Available

Black & Standard

The possible feature combinations when **Black** for *Output Color* and **Standard** for Print Mode have been selected:

Graphics Options		Image Adjustment Mode	Recommended
Image Settings	Brightness		Available
	Chroma		NA
	Contrast		Available
Color Balance	Black		Available
	Cyan		NA
	Magenta		NA
	Yellow		NA
Profile Settings	Color Correction Temperature/ Gamma		Available
	ICC Profile		Available
Detailed Settings:	Text	Change All Colors to Black	Available
		Graphic	Change All Colors to Black
	Graphic	Thicken Fine Lines	Available
		Paint Only Enclosed Areas	Available
		Photo	Image Compression
	Photo	Smoothing	Available
		High Speed Image Processing	Available
		All	Image Enhancement
	Draft Mode		Available
	Resolution		Available

Black & High Quality

The possible feature combinations when **Black** for *Output Color* and **High Quality** for Print Mode have been selected:

Graphics Options		Image Adjustment Mode	Recommended
Image Settings	Brightness		Available
	Chroma		NA
	Contrast		Available
Color Balance	Black		Available
	Cyan		X
	Magenta		X
	Yellow		X
Profile Settings	Color Correction Temperature/ Gamma		Available
	ICC Profile		Available
Detailed Settings:	Text	Change All Colors to Black	Available
	GraphIC	Change All Colors to Black	Available
		Thicken Fine Lines	Available
		Paint Only Enclosed Areas	Available
	Photo	Image Compression	Available
		Smoothing	Available
		High Speed Image Processing	Available
	All	Image Enhancement	NA
		Draft Mode	Available
		Resolution	Available



- 1** Select **Print** from the *File* menu.
- 2** Check **Printer**, and then select **Properties**.
- 3** Select the *Graphics* tab.
- 4** Select **Black** from the *Output Color* drop-down list.
NOTE: You can also select from *Output Color* on the *Paper/Output* tab.
- 5** Select the mode from the *Print Mode* drop-down list box.
- 6** Select **OK**.

Printing with Auto

Auto Before printing, the printer can detect the colors on every document page, and then switch automatically to Color when colors other than black and white are used, and to Black when only black and white are used. Select **Auto** from the *Output Color* menu.

Output Color Recognition

When this feature is checked, pages with only some degree of unevenness in color will be detected as black and white. When the box has not been checked, only pages with even degree of color will be detected as black and white.

You can also configure the *Print Mode*, *Image Adjustment Mode* and *Image Auto Correction* settings. However, pages detected as black and white will be printed with the settings of *Black* mode.

Display the *Graphics* tab to configure these settings.

Print Mode

Specify whether to give priority to the print speed or the image quality. The printer/copier is capable of printing at three different resolutions:

High Speed: 600 x 600

Standard: 1200 x 600

High Quality: 1200 x 1200

To change resolution settings, use the Print Mode selections.

NOTE: *The Image Enhancement feature is not available when **Standard** or **High Quality** is selected.*

Options	Contents
High Speed	Prints faster but with a loss of image quality.
Standard	The average mode of High Speed and High Quality.
High Quality	Prints with better quality but slower

NOTE: *If printing is slow even when High Speed has been selected, try setting **Print Page Mode** on the Configuration tab to **On**. The printing time may be shortened.*

Image Adjustment Mode

The available options in Image Adjustment mode are:

- [Recommended](#)
- [ICM \(System\)](#)

NOTE: *The ICM (System) setting is not available for Windows NT 4.0 Operating System.*

- [CMS \(Application\)](#)
- [Complimentary Color Conversion](#)

Recommended

When **Recommended** has been selected, select the image type from the *Image Types list* box.

Options	Contents
Normal	Prints documents with a mixture of texts, graphs and photos, fast.
Photo	Reproduces photos and gradation more accurately. Suitable for printing of images in RGB.
Presentation	Adjusts colors vividly for printing. Suitable for presentation materials.
Web Pages	Effectively reproduces screen displays like web pages.

ICM (System) Changes colors using the ICM feature of Windows 98, Windows Me, Windows 2000, and Windows XP.

When ICM (System) has been selected, select the way of converting colors from the *Intent* list box.

NOTE: *Prior to using the ICC profile of this machine, register it on the Color Management tab of the print driver.*

Options	Contents
Saturation	Converts colors to improve the reproduction of graphics in presentation materials.
Perceptual	Converts colors to improve the reproduction of images like photos.
Colorimetric	Reproduces suitably only colors that can be reproduced by the printer and converts others not within the reproduction range to other colors.

CMS (Application) The print driver does not convert any colors. When printing from an application program with its own Color Management System (CSM), the print driver will receive instruction on color data converted according to the printer characteristics. In this case, select this item to prevent double color conversion by the print driver.

Complementary Color Conversion Selecting this will enable the Auto Correction for you to select an option.

Image Auto Correction

When the document to be printed includes photo images, you can correct the image quality according to the special characteristics of the photo images. You can perform automatic correction according to the characteristics of the specified image type.

NOTE: *Image Auto Correction cannot be selected when ICM (System) or CMS (Application) has been selected for Image Adjustment Mode.*

The possible feature combinations of Print Mode, Image Adjustment Mode and other options of the *Graphics* tab are as follows:

Options	Contents
Normal	Corrects imbalances in photo images like too bright or dark, or too greyish. Images with insufficient contrast and saturation will be automatically corrected.
Portrait	Automatically corrects the brightness, contrast and saturation suitable for images of people.
Landscape	Automatically corrects the brightness, contrast and saturation suitable for images of scenery.
Map	Automatically corrects maps and on-site photos to reproduce the text and detailed portions clearly.

NOTE: *ICM (System) only will be display in Windows 98, Windows Me, Windows 2000, and Windows XP.*

Auto & High Speed

The possible feature combinations when Auto for Output Color and High Speed for Print Mode have been selected:

Graphics Options		Image Adjustment Mode	Recommended	ICM Adj. (System)	CMS Adj. (Application)	Complementary Color Conversion	
Image Settings	Brightness	Available	Available	NA	NA	Available	
	Chroma	Available	Available	NA	NA	Available	
	Contrast	Available	Available	NA	NA	Available	
Color Balance	Black	Available	Available	Available	Available	Available	
	Cyan	Available	Available	Available	Available	Available	
	Magenta	Available	Available	Available	Available	Available	
	Yellow	Available	Available	Available	Available	Available	
Profile Settings	Color Temperature/ Gamma	Available	Available	NA	NA	Available	
	ICC Profile	Available	Available	NA	NA	Available	
Detailed Settings:	Text	Change All Colors to Black	NA	NA	NA	NA	
		Graphic	Change All Colors to Black	NA	NA	NA	NA
	Graphic	Thicken Fine Lines	Available	Available	Available	Available	Available
		Paint Only Enclosed Areas	Available	Available	Available	Available	Available
		Photo	Image Compression	Available	Available	Available	Available
	Smoothing		Available	Available	Available	Available	Available
	High Speed Image Processing		Available	Available	Available	Available	Available
	All	Image Enhancement	Available	Available	Available	Available	Available
		Draft Mode	Available	Available	Available	Available	Available
		Resolution	Available	Available	Available	Available	Available

Auto & Standard

The possible feature combinations when Auto for Output Color and Standard for Print Mode have been selected:

Graphics Options		Image Adjustment Mode	Recommended	ICM Adj. (System)	CMS Adj. (Application)	Complementary Color Conversion
Image Settings	Brightness	Available	Available	NA	NA	Available
	Chroma	Available	Available	NA	NA	Available
	Contrast	Available	Available	NA	NA	Available
Color Balance	Black	Available	Available	Available	Available	Available
	Cyan	Available	Available	Available	Available	Available
	Magenta	Available	Available	Available	Available	Available
	Yellow	Available	Available	Available	Available	Available
Profile Settings	Color Temperature/ Gamma	Available	Available	NA	NA	Available
	ICC Profile	Available	Available	NA	NA	Available
Detailed Settings:	Text	Change All Colors to Black	NA	NA	NA	NA
	Graphic	Change All Colors to Black	NA	NA	NA	NA
		Thicken Fine Lines	Available	Available	Available	Available
		Paint Only Enclosed Areas	Available	Available	Available	Available
	Photo	Image Compression	Available	Available	Available	Available
		Smoothing	Available	Available	Available	Available
		High Speed Image Processing	Available	Available	Available	Available
	All	Image Enhancement	NA	NA	NA	NA
		Draft Mode	Available	Available	Available	Available
		Resolution	Available	Available	Available	Available

Auto & High Quality

The possible feature combinations when Auto for Output Color and High Quality for Print Mode have been selected:

Graphics Options		Image Adjustment Mode	Recommended	ICM Adj. (System)	CMS Adj. (Application)	Complementary Color Conversion
Image Settings	Brightness	Available	Available	NA	NA	Available
	Chroma	Available	Available	NA	NA	Available
	Contrast	Available	Available	NA	NA	Available
Color Balance	Black	Available	Available	Available	Available	Available
	Cyan	Available	Available	Available	Available	Available
	Magenta	Available	Available	Available	Available	Available
	Yellow	Available	Available	Available	Available	Available
Profile Settings	Color Temperature/ Gamma	Available	Available	NA	NA	Available
	ICC Profile	Available	Available	NA	NA	Available
Detailed Settings:	Text	Change All Colors to Black	NA	NA	NA	NA
	GraphIC	Change All Colors to Black	NA	NA	NA	NA
		Thicken Fine Lines	Available	Available	Available	Available
		Paint Only Enclosed Areas	Available	Available	Available	Available
	Photo	Image Compression	Available	Available	Available	Available
		Smoothing	Available	Available	Available	Available
		High Speed Image Processing	Available	Available	Available	Available
	All	Image Enhancement	NA	NA	NA	NA
		Draft Mode	Available	Available	Available	Available
		Resolution	Available	Available	Available	Available

Printing with Auto

This section describes the possible feature combinations when Auto for Output Color and High Speed for Print Mode have been selected.



- 1** Select **Print** from the *File* menu.
- 2** Check **Printer** and then select **Properties**.
- 3** Select the *Graphics* tab.
- 4** Select **Auto** from the *Output Color* drop-down list.
NOTE: You can also select from *Output Color* on the *Paper/Output* tab.
- 5** Select the mode from the *Print Mode* drop-down list.
- 6** Select the mode from the *Image Adjustment Mode* drop-down list.
- 7** When **Recommended** has been selected, select the image type from the *Image Type* list.
When **ICM (System)** has been selected, select the way of converting colors from the *Indent* list.
- 8** Select **OK**.

Adjusting Color for Printing

This section explains how to configure detailed color settings for printing. These settings are configured on the *Graphics* tab. There are four tabs on the *Graphics* tab. The options are as follows:

Options	Contents
Image Settings	Adjusts the brightness, chroma, and contrast of the whole document or of each of the elements like text, graphic, and photos.
Color Balance	Fine-tunes the toner density of black, cyan, magenta, and yellow. Can be set in low, medium, or high density.
Profile Settings	Configures settings like color temperature/gamma correction and ICC profile that match the characteristics of devices (like monitor and scanner) in order to reproduce document image faithfully.
Detailed Settings	Adjusts the detailed image quality settings of the whole document or each of the elements like text, graphic, and photos.

Adjusting Image Settings (Brightness/Chroma/Contrast)

The brightness/chroma/contrast of the whole document or of each of the elements like text, graphic, and photos can be adjusted.

You can adjust the brightness/chroma/contrast within the range of -100 to 100 in units of 1. When adjusting for each of the elements within the page will be detected automatically and will be set to the appropriate value respectively.

Options	Contents
Brightness	Expresses the degree of lightness/darkness of color. The higher the brightness, the closer the color is to white.
Chroma	Expresses the degree of vividness of color. The higher the chroma, the more vivid is the color.
Contrast	Expresses the degree of change of lightness/darkness/ from white to black. The higher the contrast, the more sudden is the change of degree.

Display the *Image Settings* tab to adjust these settings.

NOTE: When *Output Color* of the *Graphics* tab has been set to **Black**, the *chroma* setting cannot be adjusted regardless of the *Print Mode* setting.

NOTE: When *Image Adjustment Mode* of the *Graphics* tab has been set to **ICM (System)** or **CMS (Application)**, the *brightness/chroma/contrast* setting cannot be adjusted. *ICM (System)* will only be displayed in *Windows 98*, *Windows Me*, *Windows 2000*, and *Windows XP*.



- 1** Select **Print** from the *File* menu.
- 2** Check **Printer**, and then select **Properties**.
- 3** Select the *Graphics* tab and then **Image Settings**.
 - The *Graphics* tab will be opened with the Image Setting tab displayed.
- 4** Select either **Apply to All Elements** or **Apply to Selected Element**.
- 5** When **Apply to Selected Element** has been selected, select the element from the list box on the right.
- 6** Adjusts the settings of brightness, chroma, and contrast.
 - You can either enter the value or use the slider bar to adjust the value to be within the range of -100 to 100, in units of 1.
- 7** Select **OK**.

Adjusting Color Balance

You can adjust the toner density of Cyan, Magenta, Yellow, Black (CMYK) for printing. Each color can be adjusted to low/medium/high density and in seven levels each within the range of -3 to 3.

Display the *Color Balance* tab to adjust these settings.

NOTE: When **Output Color** of the *Graphics* tab has been selected as *Black*, only black can be adjusted here.

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- 1** Select **Print** from the *File* menu.
- 2** Check **Printer**, and then select **Properties**.
- 3** Select the *Graphics* tab and then the **Color Balance** button.
 - The *Graphics* tab will be opened with the *Color Balance* tab displayed.
- 4** Check the **Adjust Color Balance** check box.
- 5** Select the color to be adjusted from the list box below.
- 6** Adjust the density.
 - Use the up and down arrow buttons located below the graphs of low/medium/high density to adjust the settings.
- 7** Select **OK**.

Adjusting Profile Settings

You can correct profile settings to match the characteristics of devices (like monitor and scanner) in order to reproduce graphic images consistently for printing. There are two types of profile settings:

- [Color Temperature/Gamma Correction](#)
- [ICC Profile](#)

For Color Temperature/Gamma Correction, you can specify the appropriate Color Temperature and Gamma Correction for all elements of a document.

Options	Contents
Color Temperature	Changes the color tone of all the document elements to match the setting of the monitor in use. Select the option closest to the characteristics of the monitor. Options available: 5000 K (D50), 6500 K (D65), 9300 K.
Gamma Correction	Changes the brightness of all the document elements. Options available: 1.0, 1.4, 1.8, 2.2, 2.6

For *Profile Settings*, you can specify the ICC profile for **Monitor** and **Input Image**. ICC profile is a file that describes the characteristic about the device color. The selectable ICC profile applies only to the monitor and RBG scanner.

Options	Contents
Monitor	Specifies the ICC profile that is applicable to text, drawing, table and graph. Options available: Off and Browse... . Usually, select the ICC profile of the monitor in use.
Input Image	IICC profile appropriate to the image data. Options available: Off , Same as Monitor , and Browse... . Usually, select the ICC profile of the RBG scanner which entered the image.

Browse... is displayed when ICC profile has been previously specified.

For both **Monitor** and **Input Image**, you can read the ICC profile from any folder. In the selection dialog box of ICC profile, only files with the ICC profile extension (.icm) will be displayed. Up to 128 file names with the full path can be specified.

The default directories when opening the selection dialog box of ICC profile are as follows:

NOTE: *x is the drive name.*

- Windows 95/98/Me
x:\windows\system\color\
- Windows NT 4.0:
x:\winnt\
- Windows 2000
x:\winnt\system\spool\drivers\color\
- Windows XP
x:\winnt\system\spool\drivers\color\

Display the *Profile Settings* tab to adjust these settings.

NOTE: When **Output Color** of the **Graphics** tab has been set to **Black**, the **chroma** setting cannot be adjusted regardless of the **Print Mode** setting.

NOTE: When **Image Adjustment Mode** of the **Graphics** tab has been set to **ICM (System)** or **CMS (Application)**, or **Complementary Color Conversion**, the setting cannot be adjusted. **ICM (System)** will only be displayed in **Windows 98**, **Windows Me**, **Windows 2000**, and **Windows XP**.



- 1** Select **Print** from the *File* menu.
- 2** Check **Printer**, and then select **Properties**.
- 3** Select the *Graphics* tab and then the **Profile Settings** button.
 - The *Graphics* tab will be opened with the *Profile Setting* tab displayed.
- 4** Select either **Color Temperature/Gamma** or **ICC Profile**.
- 5** Specify the detailed settings of the selected item.
- 6** Select **OK**.

Adjusting Detailed Settings

You can adjust the detailed settings of image quality for the entire document or specific elements like text, graphics, and photos.

The options are as follows:

Options for the Text Group

The following settings are effective for text data only.

Options	Contents
Change All Colors to Black	<p>If the check box is checked, text in colors other than white/black will be printed in black when printing color documents in black and white. This makes colored text in fine print easier to see when the text is close in color to the background.</p> <p>NOTE: <i>This option is available when Output Color on the Graphics or Paper/Output tab has been selected as Black.</i></p>

Options for the Graphic Group

The following settings are effective for drawing data such as lines.

Options	Contents
Change All Colors to Black	If the box is checked, drawing/table/graph in colors other than white/black will be printed in black when printing color documents in black and white. This makes colored fine lines easier to see. NOTE: <i>This option is available when Output Color on the Graphics or Paper/Output tab has been selected as Black.</i>
Thicken Fine Lines	If the box is selected, fine lines will be thickened for printing.
Paint Only Enclosed Areas	If the box is checked, areas defined as O will not be filled for printing.

Options for the Photo Group

These settings are effective only for images like photos.

Options	Contents
Image Compression	<p>Compresses image data like photos within the page for printing. Options for compression include High Quality and High Compression. High Quality compresses without loss of image quality. Suitable for data with many images of the same color like those scanned images in black and white of business documents.</p> <p>High Compression is suitable for images like photos. Generally, the compression effect is high, but there might be a little loss of image quality. To compress without loss of image quality, select High Quality.</p> <p>NOTE: <i>Selecting High Quality when printing documents consisting of only photos will slow down the printing speed. When this occurs, it is recommended to select High Compression.</i></p>
Smoothing	<p>When this box is checked, the method of resolution conversion of image data will be changed and the image will be smoothed. If this is not checked, the printing speed will be faster.</p>
High Speed Image Processing	<p>When this box is checked, the images inside the document will be processed for printing with a shortened processing time.</p>

Options for the Whole Document

These settings are effective for the whole document.

Options	Contents
Image Enhancement	<p>When this is checked, edges of the whole document will be smoothed. With this selection the effect of density smoothing might be lost for some documents that contain images (bitmaps) whose density seems to be smoothed. When this happens, uncheck the check box. Checking and unchecking the check box does not change the printing speed.</p> <p>NOTE: <i>This option is available when Print Mode on the Graphics tab has been selected as High Speed.</i></p>
Draft Mode	<p>When this box is checked, less toner will be used for printing. In general. The colors will be lighter when this feature is used compared to when it is not used. Suitable for printing documents whose image quality is not very important, like draft.</p>
Resolution	<p>Specifies the resolution to be used in the application program when printing.</p> <p>Options available: Normal (600 dpi), Layout (300 dpi) and Lines (200 dpi).</p> <p>Although the resolution of this machine is 600 dpi, selecting Layout (300 dpi) or Lines (200 dpi) will inform the application program which cannot usually print at 600 dpi, to print at 300 or 200 dpi.</p> <p>Even if Layout (300 dpi) or Lines (200 dpi) has been selected for printing, it will not effect the print result much although the dots might become coarser when fonts have been downloaded.</p>

Display the *Detailed Settings* tab to configure these settings.

NOTE: Depending on the application program, the way to display the printer properties dialog box may differ. Refer to the application program documentation for details on how to display printer properties.

123...

- 1** Select **Print** from the *File* menu.
- 2** Check **Printer**, and then select **Properties**.
- 3** Select the *Graphics* tab and then the **Detailed Settings** button.
 - *The Graphics tab will be opened with the Detailed Setting tab displayed.*
- 4** Select the desired options then select **OK**.

Secure Print

Secure Print allows you to add a password to your print data on the computer, send it to the printer for temporary storing; and then print out the data using the control panel on the printer. You can also save print data in the printer without a password and print frequently-used data just from the printer without having to send print instructions from a workstation. *For more information on how to set the user name and password before printing, refer to the driver properties settings, in the User Guide (Print).*

Setting Secure Print Jobs

In order to use Secure Print, you need to set the user name and password.



- 1** From the **Start** menu, select **Settings** then select **Printers** to display the printer properties.
- 2** Select the *Configuration* tab.
- 3** Select **Secure/Sample Print User ID** from the Print Features list box.
Enter the **User ID** using 24 characters or less at the Secure/Sample Print User ID text box.
NOTE: *The User ID entered here will be displayed as the user ID on the Secure Print screen on the printer. You can enter the same user more than once if it is used with different passwords.*
- 4** Enter the password at the Password text box.
- 5** Select **OK**.

Printing Secure Print Jobs

After setting and sending the Secure Print job at the workstation, execute print at the printer to output the data.

NOTE: You can also check or delete print jobs saved in the machine using the same procedure of executing print instruction at the printer

At the Workstation

This procedure uses Windows 98 Notepad as an example. The procedure is the same when using other operating systems.

123...

- 1** Select **Print** from the *File* menu.
- 2** Select the Printer icon, then select **Properties**.
- 3** Select **Printing Preferences** on the *General* tab.
- 4** Select the **Tray/Output** tab.
- 5** Select **Secure Print**. The *Secure Print* screen is displayed.
- 6** Select **Secure Print** from the *Print Type* drop-down list box.
- 7** From **Stored Document Name** in the Secure Print Settings group, select either **Enter Document Name** or **Auto Retrieve**.
- 8** Select **OK**.
- 9** Select **OK** on the *Tray/Output* tab.

At the Printer



- 1** Press the **Job Status** button on the control panel. The *Job Status* screen is displayed.
- 2** Select the **Secure Print** button.
- 3** Select your User ID, then select **Show Document List**.
 - Refresh the document list by selecting **Refresh Status**.
 - If a password has been set, the password screen will be displayed.
 - Information about the saved document will be displayed on the specific user ID screen.
- 4** Select the document to be printed, then the **Print** button. The *Confirmation* screen is displayed.
- 5** Review the contents displayed, then select from one of the following selections:
 - If Print was selected in the previous step: **Print and Delete**, **Print and Save**, or **Cancel**.
 - If Delete was selected in the previous step: **Yes** or **No**.
- 6** Select **Close** repeatedly until the *Job Status* screen is displayed.

Delayed Print

Delayed Print temporarily stores your print job and allows you to start print time. You can also start printing prior to the specified time using the control panel. *For more information on how to set the user name and password before printing, refer to the driver properties settings, in the User Guide (Print).*

Setting Delayed Print Jobs

123...

- 1** From the **Start** menu, select **Settings** then select **Printers** to display the Printing Preferences.
- 2** Select one of the following:
 - **PostScript Driver:** Select **Delayed Print** on the *Output Settings* tab.
 - **PCL Driver:** Select **Delayed Print** on the *Paper/Output* tab.
- 3** Enter the time on a 24-hour basis to start printing in the *Start Print Time* box.
- 4** Select **OK**.

Printing Delayed Print Jobs

After setting and sending the Delayed Print job at the workstation, the print job will print at the specified time. When printing delayed print jobs before the specified time set, use the control panel on the machine.



At the Workstation

- 1** From the *Start* menu, select **Settings** then select **Printers** to display the Printing Preferences.
- 2** Select one of the following:
 - **PostScript Driver:** Select **Delayed Print** on the *Output Settings* tab.
 - **PCL Driver:** Select **Delayed Print** on the *Paper/Output* tab.
- 3** From Retrieve Document Name in Delayed Print Settings, select either **Enter Document Name** or **Auto Retrieve**.
- 4** Select **OK**, then select **OK** on the *Output Settings* or *Paper/Output* tab.

At the Printer

- 1** Press the **Job Status** button on the control panel.
- 2** Select the **Delayed Print** button.
- 3** Select the document to be printed, then the **Print** button. The *Confirmation* screen is displayed.
- 4** Review the contents displayed, then select **Yes** to print the job or **No** to delete the job.
- 5** Select **Close** repeatedly until the *Job Status* screen is displayed.

Sample Print

When printing multiple copies, sample print allows you to print out the first set to check the printing result prior to printing the remaining copies from the printer control panel.

In order to use Sample Print, you need to set the user name prior to printing.

Up to 200 users and 1,000 files per user can be set. You can save up to 9,999 files or until the hard disk is full.

Setting Sample Print Jobs



- 1** From the *Start* menu, select **Settings** then select **Printers** to display the printer properties.
- 2** Select the *Configuration* tab.
- 3** Select **Secure/Sample Print User ID** from the *Print Features* list box.
- 4** Enter the **User ID** using 24 characters or less at the Secure/Sample Print User ID text box.
NOTE: *The user ID entered here will be displayed as the user ID on the Sample Print screen on printer.*
- 5** Select **OK**.

Printing Sample Print Jobs

After setting and sending the Sample Print job at the workstation, execute the print instruction at the printer to print out the data.

NOTE: *You can also check or delete print jobs saved in the machine using the same procedure of executing print instruction at the printer.*

At the Workstation

This procedure uses Notepad of Windows 98 as an example. The procedure is the same when using other operating systems.



- 1** Select **Print** from the *File* menu.
- 2** Select the Printer icon, then select **Properties**.
- 3** Select **Printing Preferences** on the *General* tab.
- 4** Select the *Output Settings* tab.
- 5** Select **Secured Print** from the *Job Type* drop-down list box.
- 6** From **Stored Document Name** in Secure Print Settings, select either **Enter Document Name** or **Auto Retrieve**.
- 7** Select **OK**.
- 8** Select **OK** on the *Output Settings* tab to start the Sample Print.

D. Internet Services

Overview

Internet Services are a series of Web (HTML) Pages located within the printer that give you access to the printer from your client workstation using a web browser. You can use Internet Services to:

- [Print from you workstation'](#)
- [Review print jobs](#)
- [Obtain machine and consumable status](#)
- [Download scanned originals](#)
- [Create and edit scan templates](#)
- [Configure the printer \(with access rights\)](#)

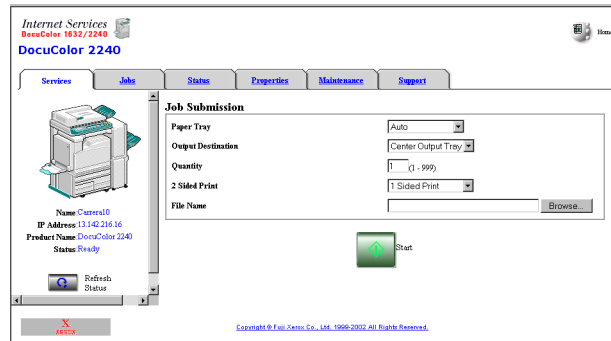
Introduction

Internet Services is the embedded HTTP server application that resides in the Printer. Using a browser (Netscape Navigator 4.x or Internet Explorer 5.x) you can access any DocuColor 2240/1632 on an IP network using TCP/IP protocol. Simply enter the printer/copier's IP address as the URL in the browser.

Screen Structure

The *Internet Services* screen is made up of four frames.

NOTE: *Selecting the Help button located at the bottom frame will display the on-line Help file which provides information on Internet Services.*



Top Frame

Each feature page will display a link to the Home Page, as well as tabs for moving to each feature.

Bottom Frame

Typically, it displays links to the Home Page of our company, the copyright screen and the Help file.

Select the Help button for details on each of the features available on Internet Services.

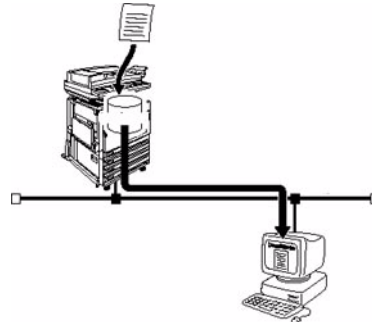
Right and Left Frames

The contents of these frames will change according to the features selected.

NOTE: *You can drag the line separating the left and right frames to change the size of these frames. The position of the line separating the top and bottom frames cannot be changed.*

System Structure

To use Internet Services, you need to activate an environment using TCP/IP and enable this software on the machine.



Target Operating System

The OS and browsers that can be used for Internet Services are as follows:

- Microsoft Windows 95
- Microsoft Windows 98
- Microsoft Windows 98 Second Edition
- Microsoft Windows Millennium Edition
- Microsoft Windows NT Workstation 4.0 (Service Pack 4 or later)
- Microsoft Windows NT Server 4.0 (Service Pack 4 or later)
- Microsoft Windows 2000 Professional (Service Pack 2 or later)
- Microsoft Windows 2000 Server (Service Pack 2 or later)
- Microsoft Windows XP Professional Edition
- Microsoft Windows XP Home Edition
- Macintosh OS 10 (Update 1.1 or later)
- Macintosh OS 9.0

Browsers

For Windows 95, Windows 98, Windows Me, Windows NT 4.0, Windows 2000, Windows XP:

- [Netscape Communicator version 4.51 or later](#)
- [Internet Explorer version 5.0 or later](#)

For Macintosh:

- [Netscape Communicator version 4.5 or later](#)
- [Internet Explorer version 5.0 or later](#)

Configuring the Browser

Prior to using Internet Services, check the following setting for your browser.

Netscape Communicator



- 1** From the *Edit* menu, select **Preferences**.
- 2** From the Category tree, select **Advanced**.
- 3** Select the + sign on the left of **Advanced**.
- 4** Select **Cache** under Advanced.
- 5** Select **Once per session** or **Every time for Document in cache is compared to document on network**.
- 6** Select **OK**.

Internet Explorer



- 1** Select **Internet Options** from the *Display* menu for version 4.x, and **Internet Options** from the *Tools* menu for version 5.x.
- 2** Select **Settings** for **Temporary Internet files** on the *General* tab.
- 3** For Check for newer versions of stored pages on the *Settings* tab, select either **Every visit to the page** or **Every time you start Internet Explorer**.
- 4** Select **OK**.

Proxy Server and Port Number

Prior to using Internet Services, check the proxy server setting and port number.

Proxy Server Setting

When using Internet Services, it is recommended to make direct connection without going through a proxy server.

NOTE: *When connection through a proxy server has been made, it may take a long time to set the IP address using the browser and the screen may not be displayed. When this occurs, set the IP address at the browser without going through a proxy server. For details on how to define these settings, refer to the browser documentation.*

Port Number Setting

The default port number of Internet Services is “80”. The port number can be changed on the Properties screen > Protocol Settings > HTTP. The port numbers that can be set at “80” or “8,000” to “9,999”

To enter the port number at the browser after it has been changed, you need to add a “:” after IP address or Internet address before adding it.

For example, specify the port number as follows after it has been defined as “8080”.

http://IP address: 8080 or **http://Internet address: 8080**

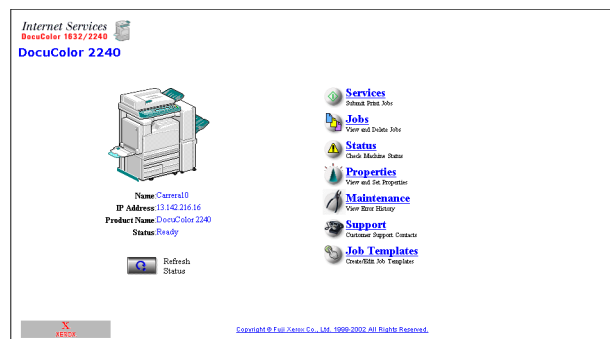
NOTE: *The port number can be checked in the “Maintenance” item on the “Printer Settings List”. For details on printing the “Printer Settings”, refer to the System Administrator’s Guide.*

Accessing Internet Services from the Workstation

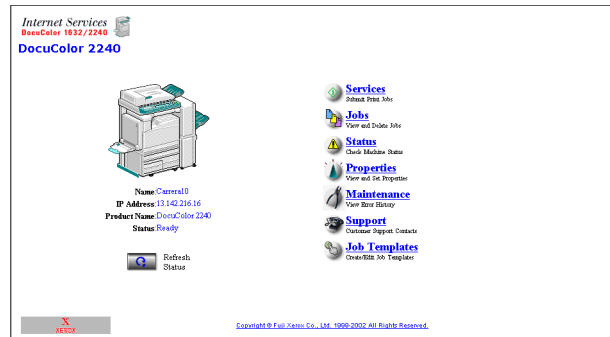
To access the Printer's Internet Services from your workstation, set your browser so that it will not try to access the Printer through a proxy server.

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- 1 Open your Internet Browser program on your workstation.
- 2 Enter the Printer's IP Address (as seen on the System Settings List) into the Address or Location field of the browser.
- 3 Press the **Enter** key on your keyboard. The Home Page for the machine is displayed.



Internet Services Features



There are seven features that are available within Internet Services. Each contains specific options, depending on the task you are performing. The following list shows the features and their usage:

- Services** You can process print-ready documents using the Services Page.
- Jobs** Allows you to view the active processed Job list/job history list and delete jobs.
- Status** Allows you to review the status of the Printer's Trays and Consumables and displays the host device status.
- Properties** Allows you to configure the Printer for job processing and network communications, as well as to download scanned originals from the Printer to your desktop.
- Maintenance** Displays the Printer's error history.
- Support** Provides an editable, Internet hot link to an external Customer Support Site.
- Job Template** Allows you to create, edit, copy, and delete job templates that can be applied to jobs on the machine.

For more information on Job Template, refer to the Internet Services Online help system, or the User Guide (Scan).

NOTE: *The rectangular button, containing a semi-circular arrow, is meant to be used to Refresh the current screen.*

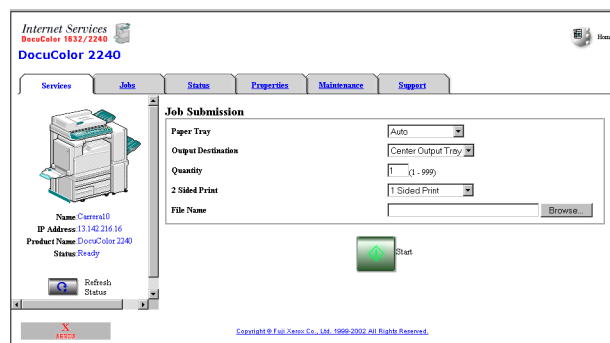
Printing Documents Using the Services Feature

Print-ready documents can be quickly and easily submitted for printing using the Services feature. A print-ready document is a file that has been formatted and saved for printing from the application that created it or was printed to file by a print driver.

NOTE: *Selecting print and/or finishing options from the Services feature will override, but not reformat existing PostScript or PCL print-ready documents.*

The following formats can be printed from the Services page:

- PostScript
- PDF



Printing Documents

To Submit a Document for Printing

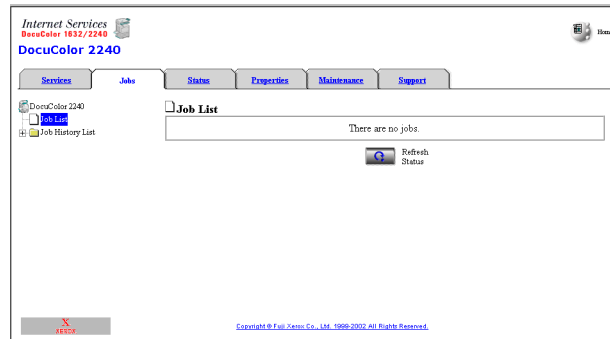


- 1** Access Internet Services.
- 2** Select the *Services* tab or select **Services** from the machine's Home Page.
- 3** Select your printing options from the drop-down lists according to your job requirements:
 - Paper Tray
 - Output Destination
 - No. of Sets
 - 2 Sided Print
 - File Name
- 4** Type the path and file name or select **Browse** to locate the print-ready file to process.
- 5** When finished with your selections, select the **Start** button to process your job.

NOTE: *Do not exit the Job Submission Page until the page redraws after your job has been submitted.*

Viewing/Deleting Jobs Using the Jobs Feature

You can view all active print jobs that are being processed. Details of the jobs include the job name, owner, status and type of job, and the number of sets processed.



Viewing the Active Jobs List

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- 1 Access Internet Services.
For more information on how to access Internet Services, refer to Accessing Internet Services From the Workstation, in the User Guide (Print).
- 2 Select the **Jobs** tab or select **Jobs** on the machine's Home Page. The *Job List* page is displayed.
- 3 Select the **Refresh Status** button to update the job lists and status information.

NOTE: Automatic update will not be carried over if a job is being processed even if **Auto Refresh Interval** is specified.

Deleting Jobs



- 1** Access Internet Services.
*For more information on how to access Internet Services, refer to *Accessing Internet Services From the Workstation*, in the User Guide (Print).*
- 2** Select the *Jobs* tab or select **Jobs** on the machine's Home Page. The *Job List* page is displayed.
- 3** Select the check box to the left of the job(s) that you wish to delete.
- 4** Select the **Delete** button displayed in the top right corner of the screen's right panel. The selected job(s) will be deleted.