

Version 3.0
October 2019
702P08155

Xerox® Phaser® 3330 Printer System Administrator Guide

© 2019 Xerox Corporation. All rights reserved. Unpublished rights reserved under the copyright laws of the United States. Contents of this publication may not be reproduced in any form without permission of Xerox Corporation.

Copyright protection claimed includes all forms of matters of copyrightable materials and information now allowed by statutory or judicial law or hereinafter granted, including without limitation, material generated from the software programs which are displayed on the screen such as styles, templates, icons, screen displays, looks, and so on.

Xerox® and Xerox and Design®, Phaser®, PhaserSMART®, PhaserMatch®, PhaserCal®, PhaserMeter™, CentreWare®, PagePack®, eClick®, PrintingScout®, Walk-Up®, WorkCentre®, FreeFlow®, SMARTsend®, Scan to PC Desktop®, MeterAssistant®, SuppliesAssistant®, Xerox Secure Access Unified ID System®, Xerox Extensible Interface Platform®, ColorQube®, ConnectKey®, Global Print Driver®, and Mobile Express Driver® are trademarks of Xerox Corporation in the United States and/or other countries.

Adobe® Reader®, Adobe® Type Manager®, ATM™, Flash®, Macromedia®, Photoshop®, and PostScript® are trademarks of Adobe Systems Incorporated in the United States and/or other countries.

Apple®, Bonjour®, EtherTalk™, TrueType®, iPad®, iPhone®, iPod®, iPod touch®, Mac®, and Mac OS® are trademarks of Apple Inc., registered in the U.S. and other countries. AirPrint® and the AirPrint Logo® are trademarks of Apple Inc.

Google Cloud Print™ web printing service, Gmail™ webmail service, and Android™ mobile technology platform are trademarks of Google, Inc.

HP-GL®, HP-UX®, and PCL® are trademarks of Hewlett-Packard Corporation in the United States and/or other countries.

IBM® and AIX® are trademarks of International Business Machines Corporation in the United States and/or other countries.

Microsoft®, Windows Vista®, Windows®, and Windows Server® are trademarks of Microsoft Corporation in the United States and other countries.

McAfee®, ePolicy Orchestrator®, and McAfee ePO™ are trademarks or registered trademarks of McAfee, Inc. in the United States and other countries.

Novell®, NetWare®, NDPS®, NDS®, IPX™, and Novell Distributed Print Services™ are trademarks of Novell, Inc. in the United States and other countries.

PANTONE® and other Pantone, Inc. trademarks are the property of Pantone, Inc.

SGI® and IRIX® are trademarks of Silicon Graphics International Corp. or its subsidiaries in the United States and/or other countries.

Sun, Sun Microsystems, and Solaris are trademarks or registered trademarks of Oracle and/or its affiliates in the United States and other countries.

UNIX® is a trademark in the United States and other countries, licensed exclusively through X/ Open Company Limited.

Wi-Fi CERTIFIED Wi-Fi Direct® is a trademark of the Wi-Fi Alliance.

Table of Contents

1 Introduction	7
Overview	8
Configuration Steps	8
More Information	9
2 Initial Setup	11
Physically Connecting the Printer	12
Assigning a Network Address	13
Accessing Administration and Configuration Settings.....	14
Accessing the Control Panel as a System Administrator	14
Accessing Xerox® CentreWare® Internet Services as a System Administrator	14
Initial Setup at the Control Panel	15
Initial Setup in Xerox® CentreWare® Internet Services	16
Accessing Xerox® CentreWare® Internet Services	16
Assigning a Printer Name and Location.....	16
Printing the Configuration Report.....	16
Restricting Access to the Printer	17
Using the Configuration Page	17
Changing the System Administrator Password.....	18
3 Network Connectivity.....	19
TCP/IP	20
Enabling TCP/IP at the Printer Control Panel	20
Configuring the Network Address Manually at the Control Panel.....	20
Configuring IP Settings in Xerox® CentreWare® Internet Services.....	21
SLP	23
Configuring SLP	23
SNMP	24
Enabling SNMP	24
Configuring SNMP Advanced Settings	24
Configuring SNMPv3.....	25
Configuring SNMPv1/v2c with SNMPv3.....	25
WINS.....	26
Configuring WINS.....	26
Configuring LPR/LPD	27
Raw TCP/IP Printing	28
Configuring Raw TCP/IP Settings	28
Configuring IPP.....	29
HTTP	30

Table of Contents

Enabling HTTP at the Control Panel	30
Configuring HTTP Settings in Xerox® CentreWare® Internet Services.....	30
Enabling or Disabling HTTP Web Services.....	31
Proxy Server	32
Configuring the Proxy Server.....	32
WSD	33
Enabling WSD.....	33
AirPrint	34
Configuring AirPrint	34
Configuring SNMP	35
Mopria.....	36
Google Cloud Print.....	37
NFC.....	38
Wireless Network Connection.....	39
Connecting to a Wireless Network Using the Wireless Install Wizard	39
Connecting to a Wireless Network Manually	39
Configuring Wi-Fi Direct.....	41
4 Security	43
Setting Access Rights	44
Authentication.....	44
Setting the Login Method	44
Configuring Authentication Settings	45
Configuring Local Authentication Settings	45
About User Permissions.....	47
Configuring User Roles.....	47
Enabling Xerox® Standard Accounting	48
Secure HTTP (SSL).....	49
Enabling HTTPS (SSL)	49
IP Filtering	50
Enabling IP Filtering.....	50
IPsec.....	51
Configuring IPsec.....	51
802.1X.....	52
Configuring 802.1X in Xerox® CentreWare® Internet Services	52
System Timeout.....	54
Setting System Timeout Values.....	54
USB Port Security.....	55
Enabling or Disabling USB Ports.....	55
Displaying or Hiding Network Settings	56
Security Certificates.....	57
Machine Digital Certificate	57
5 Printing.....	59
4 Xerox® Phaser® 3330 Printer System Administrator Guide	

Managing Banner Page Printing Options.....	60
Enabling Banner Page Printing in Xerox® CentreWare® Internet Services.....	60
Printing an Error Page	61
Configuring Default Print Settings.....	62
Enabling Print Spooling Settings.....	63
Printing Reports	64
Configuring Secure Print Settings.....	65
Configuring Secure Print	65
UNIX and Linux Printing	66
Xerox® Printer Manager	66
Printing with xeroxprint.....	67
Printing from a Linux Workstation.....	67
Print from USB.....	69
Enabling Print from USB.....	69
Setting the Delete Held Job After Timer.....	70
6 Accounting.....	71
Xerox® Standard Accounting.....	72
Enabling Xerox® Standard Accounting	72
Setting Service Tracking Options	72
Adding a User and Setting Usage Limits	73
Assigning Users to an Account	73
Usage Limits.....	75
Enabling Accounting in Print Drivers.....	76
Enabling Accounting in a Windows Print Driver	76
Enabling Accounting in an Apple Macintosh Print Driver.....	76
7 Administrator Tools	77
Monitoring Alerts and Status	78
Alert Notification	78
Energy Saving Settings	79
Setting the Power Saver Mode Timers in Xerox® CentreWare® Internet Services.....	79
Smart eSolutions and Billing Information.....	80
Smart eSolutions.....	80
View Usage and Billing Information.....	82
Cloning.....	83
Creating a Clone File.....	83
Installing a Clone File	83
Font Management Utility.....	84
Customizing Printer Contact Information.....	85
Restarting the Printer in Xerox® CentreWare® Internet Services.....	86
Resetting the Printer to Factory Default Settings	87
Updating the Printer Software	88
Updating the Printer Software	89

Table of Contents

Determining the Printer Software Version	89
Enabling Upgrades.....	89
Updating the Software Using a USB Flash Drive	89
Installing Software Upgrades in Xerox® CentreWare® Internet Services	89
Updating the Printer Software	90

Introduction

This chapter contains:

- [Overview](#) 8
- [More Information](#) 9

Overview

This guide is designed for a system administrator with network administrator rights who understands networking concepts and has experience creating and managing network user accounts.

Use this guide to help you install, configure, and manage your printer on a network.


 **Note:**

- Network features are not available when you are connected over USB.
- Embedded fax features are not available for all printer models.


Configuration Steps

When you configure the printer for the first time, complete the following tasks.

1. Connect your printer to a network with an Ethernet cable.
2. Confirm that your network recognizes your printer. By default, the printer receives an IP address from a DHCP server over a TCP/IP network. If you have a different type of network or want to assign a static IP address, refer to [TCP/IP](#).
3. Complete the installation wizard that launches automatically the first time the printer powers on. The installation wizard helps you configure basic printer settings such as your location, time zone, and date and time preferences.
4. To view the new IP address and ensure that the connection is successful, print a Configuration Report. For details, refer to [Printing the Configuration Report](#).
5. To access Xerox® CentreWare® Internet Services, open a Web browser, then type the IP address for your printer. Xerox® CentreWare® Internet Services is the administration and configuration software installed on the embedded Web server in the printer. It allows you to configure and administer the printer from a Web browser. For details, refer to [Accessing Xerox® CentreWare® Internet Services](#).

 **Note:** You can access most configuration settings in Xerox® CentreWare® Internet Services on the Properties tab.

6. Configure authentication. For details, refer to [Setting Access Rights](#).
7. Configure Security. For details, refer to [Security](#).
8. Enable services in Xerox® CentreWare® Internet Services. For details, refer to [About User Permissions](#).
9. Configure Accounting. For details, refer to [Accounting](#).

 **Note:** Not all printer models support these features.

More Information

You can obtain more information about your printer from these sources:

Resource	Location
<i>Installation Guide</i>	Packaged with the printer.
Other documentation for your printer	www.xerox.com/office/3330docs
Technical support information for your printer, including online technical support, Online Support Assistant, and driver downloads.	www.xerox.com/office/3330support
Information about menus or error messages	Press the control panel Help (?) button.
Information Pages	Print from the control panel, or from Xerox® CentreWare® Internet Services, click Status → Information Pages .
Xerox® CentreWare® Internet Services Documentation	In Xerox® CentreWare® Internet Services, click Help .
Order supplies for your printer	www.xerox.com/office/3330supplies
A resource for tools and information, including interactive tutorials, printing templates, helpful tips, and customized features to meet your individual needs.	www.xerox.com/office/businessresourcecenter
Local sales and support center	www.xerox.com/office/worldcontacts
Printer registration	www.xerox.com/office/register
Xerox® Direct online store	www.direct.xerox.com/

Initial Setup

This chapter contains:

- [Physically Connecting the Printer.....](#) 12
- [Assigning a Network Address](#) 13
- [Accessing Administration and Configuration Settings.....](#) 14
- [Initial Setup in Xerox® CentreWare® Internet Services](#) 16
- [Changing the System Administrator Password.....](#) 18

Physically Connecting the Printer

1. Connect the power cord to the printer. Plug in the power cord to an electrical outlet.
2. Connect one end of a Category 5 or better Ethernet cable to the Ethernet port on the back of the printer. Connect the other end of the cable to a correctly configured network port.
3. Turn on the printer.

Assigning a Network Address

The printer acquires a network address automatically from a DHCP server by default. To assign a static IP address, refer to [Configuring the Network Address Manually at the Control Panel](#).

Accessing Administration and Configuration Settings

You can access the administration and configuration settings from the control panel or from the Properties tab in Xerox® CentreWare® Internet Services. The control panel consists of a display and buttons that you press to control the functions available on the printer. Xerox® CentreWare® Internet Services is the administration and configuration software installed on the embedded Web server in the printer. It allows you to configure and administer the printer from a Web browser.

The administrator password is required when accessing locked settings in Xerox® CentreWare® Internet Services or at the control panel. Most printer models have a default configuration that restricts access to some settings. Access is restricted for settings on the Properties tab in Xerox® CentreWare® Internet Services, and settings at the control panel.

Accessing the Control Panel as a System Administrator

If you have not changed the administrator password, you can continue to access the administrator functions at the control panel with the default password. The default administrator password is 1111, or the device serial number. You can obtain the serial number from inside the front door of the printer, from the configuration report, and from the home page of the Xerox® CentreWare® Internet Services.

To change the administrator password at the control panel:

1. At the printer control panel, press the **Menu** button.
2. Use the **arrow** buttons to navigate through the menus.
3. If your menu selection is locked, use the **arrow** buttons to enter the administrator password, then press **OK**. The password is case-sensitive.
4. Make other selections as needed.

Accessing Xerox® CentreWare® Internet Services as a System Administrator

Before you begin:

- Locate your printer IP address using the Configuration Report. For details, refer to [Printing the Configuration Report](#).
- Ensure that TCP/IP and HTTP are enabled. If you disabled either of these protocols, enable them at the control panel before you access Xerox® CentreWare® Internet Services.
- Many features in Xerox® CentreWare® Internet Services require an administrator user name and password. The system administrator user name is **admin** and the default administrator password is 1111, or the device serial number. You can obtain the serial number from inside the front door of the printer, from the configuration report, and from the home page of the Xerox® CentreWare® Internet Services.

Accessing Xerox® CentreWare® Internet Services

At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.

Initial Setup at the Control Panel

Installation Wizard

The Installation wizard starts the first time you turn on the printer. The wizard prompts you with a series of questions to help you configure basic printer settings.



Note: You can change these settings at any time.

For details, refer to the *User Guide* for your printer.

Setting Altitude Adjustment

Atmospheric pressure, determined by altitude, can affect print quality. If the printer is located at an elevation greater than 8200 feet or 2500 meters, to improve print quality, you can use Altitude Adjustment.

To set Altitude Adjustment:

1. At the printer control panel, press the Menu button.



Note: To navigate through the menu, use the arrow buttons.

2. Navigate to **Tools**, then press **OK**.
3. Navigate to **Setup**, then press **OK**.
4. Navigate to **Machine Settings**, then press **OK**.
5. Navigate to **Altitude Adjustment**, then press **OK**.
6. To set the high altitude adjustment, select **On**, then press **OK**.

Initial Setup in Xerox® CentreWare® Internet Services

Xerox® CentreWare® Internet Services is the administration and configuration software installed on the embedded Web server in the printer. This software allows you to configure and administer the printer from a Web browser.

Before you begin:

- TCP/IP and HTTP must be enabled to access Xerox® CentreWare® Internet Services. If you disable either of these services, enable them at the printer before you access Xerox® CentreWare® Internet Services.
- Locate your printer IP address using the Configuration Report.



Note: If your printer is locked, type the system administrator user name and password to access the Properties tab. The administrator user name is **admin** and the default administrator password is 1111, or the device serial number. You can obtain the serial number from inside the front door of the printer, from the configuration report, and from the home page of the Xerox® CentreWare® Internet Services.

Accessing Xerox® CentreWare® Internet Services

At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.

Assigning a Printer Name and Location

The Description page displays the printer model information and product code or serial number. It also provides a place to assign a name and location to the printer. Asset tags let you enter unique identifiers for inventory management.

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Description**.
2. For Machine Name, type a name for the printer.
3. For Location, type the location of the printer.
4. For Customer Asset Tag Number and Xerox® Asset Tag Number, type unique identifiers as needed.
5. To enter a physical location or address for the printer, in the Geo-Location field, enter the geographic latitude and longitude coordinates in decimal form.
6. Click **Apply**.

Printing the Configuration Report

The Configuration Report lists all current settings of the printer. A configuration report prints at startup by default.

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Services**.
2. Click **Printing** → **Reports**.
3. For Configuration Report, click **Print**.

Restricting Access to the Printer

To lock or unlock the printer, you can select preset services and tools permissions for non-logged-in users.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Login/Permissions/Accounting**.
2. Click **User Permissions**.
3. To define Access Rights to Services, Pathways, and Tools for Guest User, for Service/Pathway options, select the radio button.
4. Click **Save**.

Using the Configuration Page

The Configuration page provides current detailed configuration information about the device. You can refer to this page to view information such as installed options, network setup information, installed software versions, and so on. You can print the page for reference.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**General Setup**→**Configuration**.
2. To print the configuration report, click **Print System Data List**.

Changing the System Administrator Password

Xerox recommends that you change the default administrator password after you configure the printer. Ensure that you store the password in a secure location. The default administrator password is 1111, or the device serial number. You can obtain the serial number from inside the front door of the printer, from the configuration report, and from the home page of the Xerox® CentreWare® Internet Services.

1. In Xerox® CentreWare® Internet Services, click **Properties**.
2. Click **Maintenance**→**Administrator Password**.
3. Type the password, then type the password again to verify.
4. To save the new password, for **Select to save new password**, select the check box.
5. Click **Save**.

Network Connectivity

This chapter contains:

• TCP/IP	20
• SLP	23
• SNMP	24
• Configuring SNMPv3.....	25
• WINS.....	26
• Configuring LPR/LPD	27
• Raw TCP/IP Printing	28
• Configuring IPP.....	29
• HTTP	30
• Proxy Server	32
• WSD	33
• AirPrint	34
• Configuring SNTP	35
• Mopria.....	36
• Google Cloud Print.....	37
• NFC	38
• Wireless Network Connection.....	39


TCP/IP

Computers and printers primarily use TCP/IP protocols to communicate over an Ethernet network. Generally, Macintosh computers use either TCP/IP or the Bonjour protocol to communicate with a network printer. For Macintosh OS X systems, TCP/IP is preferred. Unlike TCP/IP, however, Bonjour does not require printers or computers to have IP addresses.

With TCP/IP protocols, each printer and computer must have a unique IP address. Many networks and cable and DSL routers have a Dynamic Host Configuration Protocol (DHCP) server. A DHCP server automatically assigns an IP address to every computer and printer on the network that is configured to use DHCP.

If you use a Cable or DSL router, refer the documentation for your router for information on IP addressing.


Enabling TCP/IP at the Printer Control Panel

 **Note:** By default, TCP/IP is enabled. If you disable TCP/IP, enable it at the printer control panel before you access Xerox® CentreWare® Internet Services.

1. At the printer control panel, press the Menu button.
2. Navigate to **Tools**, then press **OK**.
3. Navigate to **Setup**, then press **OK**.
4. Navigate to **Network Settings**, then press **OK**.
5. To enable TCP/IPv4, navigate to **TCP/IPv4**, then press **OK**.
 - a. Navigate to **IPv4**, then press **OK**.
 - b. Navigate to **On**, then press **OK**.
6. To enable TCP/IPv6, navigate to **TCP/IPv6**, then press **OK**.
 - a. Navigate to **IPv6**, then press **OK**.
 - b. Navigate to **On**, then press **OK**.

Configuring the Network Address Manually at the Control Panel

1. At the printer control panel, press the Menu button.
2. Navigate to **Tools**, then press **OK**.

 **Note:** To access this feature at the control panel, log in as an administrator.

3. Navigate to **Setup**, then press **OK**.
4. Navigate to **Network Settings**, then press **OK**.
5. Navigate to **TCP/IPv4**, then press **OK**.
6. Navigate to **Static**, then press **OK**.
7. Navigate to **IPv4 Address**, then press **OK**.
8. Using the alphanumeric keypad, enter the IPv4 address, then press **OK**.

9. Using the alphanumeric keypad, enter the subnet mask, then press **OK**.
10. Using the alphanumeric keypad, enter the gateway address, then press **OK**.
11. To return to the Ready screen, press the **Menu** button.

Configuring IP Settings in Xerox® CentreWare® Internet Services

If your printer has a valid network address, you can configure TCP/IP settings in Xerox® CentreWare® Internet Services. For details, refer to [Assigning a Network Address](#).

Configuring IPv4

You can use IPv4 or IPv6 in addition to or in place of the other.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **TCP/IP**.
3. For Protocol, select **Enabled**.
4. For Host Name, type a unique name for your printer.
5. For IP Address Resolution, select an option. Fields that appear depend on the option that you select.
 - **STATIC**: This option disables dynamic addressing and allows you to type a static IP address. Type the Machine IP Address, Subnet Mask, and Gateway Address.
 - **BOOTP**: This option allows the printer to obtain an IP address from a BOOTP server that does not respond to DHCP requests.
 - **DHCP**: This option allows your DHCP server to assign an IP address to the printer. Dynamic DNS Registration is enabled.
6. For Domain Name, type the fully qualified domain name of your authentication server.
7. For DNS Configuration, type the IP address for up to three servers.
8. To send a release request to the DHCP and DNS servers, for Dynamic DNS Registration, select **Enabled**. If the servers grant the request, when the printer is powered off, the current IP address and dynamic DNS name are released.
9. For Zero-Configuration Networking, perform the following steps.
 - To configure the printer to assign itself an address if a DHCP server does not provide one, for Self-Assigned Address, select **Enabled**.
 - To allow users to see and connect to the printer using Bonjour, for Multicast DNS, select **Enabled**.
10. Click **Apply**.

Configuring IPv6

IPv6 hosts can automatically configure themselves when connected to a routed IPv6 network using the Internet Control Message Protocol Version 6 (ICMPv6). ICMPv6 performs error reporting for IP along with other diagnostic functions. When first connected to a network, a host sends a link-local multicast router solicitation request for configuration parameters. If suitably configured, routers respond to this request with a router advertisement packet containing network-layer configuration parameters.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **TCP/IP**.
3. To enable TCP/IPv6, for Protocol, select **Enabled**.
4. Under Default Dynamic Host Configuration Protocol (DHCP) Settings, select how DHCP operates for IPv6.
5. To specify an address manually, perform the following steps.
 - For Manual Address, select **Enabled**.
 - Select a Router Prefix from the menu, or to populate the prefix for manual entry address, click **Add**.
6. To configure DNSv6, perform the following steps.
 - Enter a valid IPv6 Domain Name.
 - For Primary DNSv6 Server Address, enter an IP address.
 - For Secondary DNSv6 Server Address, enter an IP address.
 - To enable Dynamic DNSv6 Registration, select **Enable**.
7. Click **Apply**.

SLP

Printers use Service Location Protocol (SLP) to announce and look up services on a local network without prior configuration. When SLP is enabled, the printer becomes a Service Agent (SA) and announces its services to User Agents (UA) on the network using SLP.

Directory Agents (DA) are components that cache services. They are used in larger networks to reduce the amount of traffic. DAs are optional. If a DA is present, then User Agents (UAs) and System Agents (SAs) are required to use it instead of communicating directly with the printer.

Configuring SLP

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Connectivity** → **Protocols**.
2. Click **SLP**.
3. For Protocol, select **Enable**.
4. For Directory Agent, type the IP address for the Directory Agent (DA) as needed.
 - To group services, under Scope 1, 2, and 3, type a name as needed. Printers cannot recognize services that are in different scopes.
 - For Message Type, select an option.
 - **Multicast**: This option routes multicast packets between subnets for service discovery.
 - **Broadcast**: If your network does not support multicast routing, select this option.
5. Under Multicast Radius, type a value from 0 through 255.
6. For Maximum Transmission Unit (MTU), type a value from 484 through 32768.
7. For Registration Lifetime, type a value in hours.
8. Click **Apply**.

SNMP

Simple Network Management Protocol (SNMP) is a set of network protocols designed to allow you to manage and monitor devices on your network.

You can use the SNMP configuration pages in Xerox® CentreWare® Internet Services to:

- Enable or disable Authentication Failure Generic Traps.
- Enable SNMPv3 to create an encrypted channel for secure printer management.
- Assign privacy, authentication protocols, and keys to Administrative and key user accounts.
- Assign read and write access to User accounts.
- Limit SNMP access to the printer using hosts.

Enabling SNMP

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **SNMP**.
3. For Protocol, select **Enable**.
4. Click **Apply**.

Configuring SNMP Advanced Settings

You can add, edit, or delete IP addresses for Network Management workstations that receive traps from the device.

Configuring SNMP Advanced Settings

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **SNMP**.
3. Click **Add IP Address**.
4. For IP Trap Destination Address, type the IP address of the host running the SNMP manager that receives traps.
5. Type the UDP Port Number.
6. To add the traps, perform the following steps.
 - Under TRAP Community Name, type a name.
 - Select the type of traps that the SNMP manager receives under Traps to be Received.
7. Click **Apply**.

Configuring SNMPv3

SNMPv3 is the current standard version of SNMP defined by the Internet Engineering Task Force (IETF). It provides three important security features:


- Message integrity to ensure that a packet has not been tampered with in transit
- Authentication to verify that the message is from a valid source
- Encryption of packets to prevent unauthorized access

Configuring SNMPv1/v2c with SNMPv3


SNMP version 1 (SNMPv1) is the initial implementation of the SNMP protocol. SNMPv1 operates over protocols such as User Datagram Protocol (UDP).

SNMPv2c includes improvements in performance, confidentiality, and manager-to-manager communications over SNMPv1, however it uses the simple-community based security scheme of SNMPv1.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **SNMPv3**.
3. For Allow SNMPv3 with SNMPv1/v2c, select **Enable**.
4. For SNMPv3, select **Enable**.

 **Note:** Some options become editable after you enable SNMPv3.

5. For User Name, type the administrative user name for SNMPv3 authentication.
6. For Authentication Password, type a password. The Authentication Password is used to generate a key used for authentication.
7. For Algorithm, select an encryption checksum algorithm.
8. For Privacy Password, type a password. The Privacy Password is used for encryption of SNMPv3 data. The passphrase used to encrypt the data must match the passphrase on the Server.

 **Note:** Ensure that the passwords are at least eight characters in length. You can include any characters except control characters.

9. Click **Apply**.

WINS

When running WINS, the printer registers its IP address and NetBIOS Host Name with a WINS server. WINS allows the printer to communicate using host name only. Using Microsoft Networking removes significant overhead for systems administrators.

Configuring WINS

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Connectivity** → **Protocols**.
2. Click **WINS**.
3. For Protocol, select **Enable**.
4. For Primary Server IP Address, type the IP address for your primary server.
5. For Secondary Server IP Address, enter the IP Address as needed.



Note: If DHCP is configured, WINS IP addresses are overridden.

6. Click **Apply**.

Configuring LPR/LPD

The Line Printer Daemon (LPD) and Line Printer Remote (LPR) protocols provide printer spooling and network print server functionality for UNIX-based systems, such as HP-UX, Linux, and Macintosh.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **LPR/LPD**.
3. For Protocol, select **Enable**.
4. Type an LPR/LPD Port Number or use the default port number of 515.
5. Click **Apply**.

Raw TCP/IP Printing

Raw TCP/IP is used to open a TCP socket-level connection over Port 9100, and stream a print-ready file to the printer input buffer. It then closes the connection either after sensing an End Of Job character in the PDL or after expiration of a preset timeout value. Port 9100 does not require an LPR request from the computer or the use of an LPD running on the printer. Raw TCP/IP printing is selected in Windows as the Standard TCP/IP port.

Configuring Raw TCP/IP Settings

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **Raw TCP/IP Printing**.
3. For Protocol, select **Enable**.
4. Ensure that Port Number is set to 9100.
5. Click **Apply**.

Enabling Raw TCP/IP Printing at the Control Panel

1. At the printer control panel, press the Menu button.
2. Navigate to **Tools**, then press **OK**.



Note: To access this feature at the control panel, log in as an administrator.

3. Navigate to **Setup**, then press **OK**.
4. Navigate to **Network Settings**, then press **OK**.
5. Navigate to **Network Services**, then press **OK**.
6. Navigate to **Port 9100**, then press **OK**.
7. Navigate to **On**, then press **OK**.
8. To return to the Ready screen, press the **Menu** button.

Configuring IPP

Internet Printing Protocol (IPP) is a standard network protocol that allows you to print and manage jobs remotely.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **IPP**.
3. For Protocol, select **Enable**.
4. Enter additional information as needed.
5. For Secure IPP Connection with SSL/TLS, select **Enable**.
6. Click **Apply**.

HTTP

Hypertext Transfer Protocol (HTTP) is a request-response standard protocol between clients and servers. Clients that make HTTP requests are called User Agents (UAs). Servers that respond to these requests for resources, such as HTML pages, are called Origin Servers. There can be any number of intermediaries, such as tunnels, proxies, or gateways between User Agents and Origin Servers.

Enabling HTTP at the Control Panel

1. At the printer control panel, press the **Menu** button.
2. Navigate to **Tools**, then press **OK**.



Note: To access this feature at the control panel, log in as an administrator.

3. Navigate to **Setup**, then press **OK**.
4. Navigate to **Network Settings**, then press **OK**.
5. Navigate to **Network Services**, then press **OK**.
6. Navigate to **HTTP**, then press **OK**.
7. Navigate to **On**, then press **OK**.
8. To return to the Ready screen, press the **Menu** button.

Configuring HTTP Settings in Xerox® CentreWare® Internet Services

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **HTTP**.
3. To enable the protocol, for Protocol, select **Enable**.
4. For Keep Alive Timeout, enter the time that the printer waits for a response from a connected user before it terminates the connection. Increasing the Keep Alive Timeout can cause slow connections.
5. Change the Port Number as needed.



Note: If a machine digital certificate is configured, you can edit the following fields.

6. For HTTP Security Mode, select an SSL security option.
7. To allow connections to the device using SSL v3 only, for Require SSL v3, select **Enable**.
8. Click **Apply**.

Enabling or Disabling HTTP Web Services

You can enable or disable Web Services on the Web Services page. This page provides a list of all available Web services on your printer, and displays the configuration status of each service.

To enable or disable Web Services:

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Services**.
2. Click **Web Services**.
3. To enable or disable individual services, select the check box next to one or more services. To enable or disable all services at one time, click **Enable All** or **Disable All**.
4. If additional settings are required for a selected service, the status column indicates the required update and a **Settings** button appears. Click **Settings** to configure the service.
5. Click **Apply** to save the new settings or **Undo** to retain the previous settings.

For more information about Xerox Extensible Interface Platform® and Web services, see the documentation included in the Xerox Extensible Interface Platform® Software Development Kit (SDK). For information on how to download the SDK, go to www.office.xerox.com/eip/enus.html.

Proxy Server

A proxy server acts as a go-between for clients seeking services and servers that provide them. The proxy server filters client requests and if the requests meet the proxy server filtering rules, it grants the request and allows the connection.

A proxy server has two main purposes:

- To keep any devices behind it anonymous for security purposes.
- To cache content from resources, such as Web pages from a Web server, to increase resource access time.

Configuring the Proxy Server

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **Proxy Server**.
3. To configure the printer to detect proxy settings automatically, for Auto Detect Proxy Settings, select **Enabled**.



Note: If Auto Detect Proxy Settings is enabled, you cannot edit the fields for HTTP Proxy Server, Name or IP Address, and IPv4 Address and Port.

4. For HTTP Proxy Server, select **Enabled**.
5. Select the Name or IP Address type.
6. Type the appropriately formatted address and port number.
7. If your proxy server requires authentication, next to Authentication, select **Enabled**.
8. If authentication is enabled, next to Login Name, type the login name for the proxy server.
9. Type the password, then type the password again to verify.
10. To save the new password, click **Select to save new password**.
11. To add a proxy exception list, for Exception List, type the URL.
12. To use the configured default proxy settings script, for Use Automatic Configuration script, type the URL.
13. Click **Apply**.

WSD

Web Services for Devices (WSD) is technology from Microsoft that provides a standard method for discovering and using network connected devices. It is supported in Windows Vista, Windows Server 2008, and newer operating systems. WSD is one of several supported communication protocols.

Enabling WSD

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Connectivity** → **Protocols**.
2. Click **WSD**.
3. For Protocol, select **Enable**.
4. Click **Apply**.

AirPrint

Use AirPrint to print from a wired or wireless device directly without using a print driver. AirPrint is a software feature that allows you to print from wired or wireless Apple iOS-based mobile devices and Mac OS-based devices without the need to install a print driver. AirPrint-enabled printers allow you to print or fax directly from a Mac, an iPhone, iPad, or iPod touch.

If you specify the geographical latitude and longitude of the printer, use decimal form. For latitude, type a coordinate value from –90 through 90. For longitude, type a coordinate value from –180 through 180.

For example, use coordinates such as 45.325026, -122.766831.



Note:

- When HTTP, IPP, and Bonjour mDNS protocols are enabled, AirPrint is enabled by default. If you disable HTTP, IPP, or Bonjour, AirPrint is disabled.
- Not all iOS applications support printing using AirPrint.
- Wireless devices must join the same wireless network as the printer. A system administrator can connect the printer by its wired network interface.
- The device that submits the AirPrint job must be on the same subnet as the printer. To allow devices to print from different subnets, configure your network to pass multicast DNS traffic across subnets.
- AirPrint-enabled printers work with all models of iPad, iPhone (3GS or later), and iPod touch (3rd generation or later), running the latest version of iOS.
- The Mac OS device must be Mac OS 10.7 or later.

Configuring AirPrint

To configure AirPrint:

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **AirPrint**.
3. Configure HTTP, IPP, and Multicast DNS Registration as required.
4. To enable software upgrades, for Software Upgrades, click **Details**.
5. To create a certificate, for Machine Digital Certificate, click **Details**.
6. For Protocol, select **Enabled**.
7. To edit the name and location for your printer that appears in the list of AirPrint-enabled printers on connected devices, next to Device Name, click **Edit**.
8. Click **Apply**.

Configuring SNTP

Simple Network Time Protocol (SNTP) synchronizes the internal clocks of computers over a network connection.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **SNTP**.
3. For Name or IP Address, select an option.
4. Type the appropriately formatted IP address.
5. For Enable SNTP Broadcast, select the check box.
6. Click **Apply**.

Mopria

Mopria is a software feature that enables users to print from mobile devices without requiring a print driver. You can use Mopria to print from your mobile device to Mopria-enabled printers.



Note:

- Only Mopria-enabled devices support Mopria printing.
- Ensure that you have the latest version of the Mopria Print Service installed on your mobile device. You can obtain a free download from the Google Play Store.
- Wireless devices must join the same wireless network as the printer. A system administrator can connect the printer by its wired network interface.
- Ensure that the device that submits the Mopria job is on the same subnet as the printer. To allow devices to print from different subnets, configure your network to pass multicast DNS traffic across subnets.
- The name and location of your printer appears in a list of Mopria-enabled printers on connected devices.

To configure Mopria:

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **Mopria**.
3. For Protocol, select **Enable**.
4. Click **Apply**.

Google Cloud Print

Google Cloud Print allows you to print documents from an Internet-connected device without using a print driver. Documents stored in the cloud, a personal computer, tablet, or smartphone can be sent to the printer from anywhere.

Before you begin:

- Set up a Google email account.
- Configure the printer to use IPv4.
- Configure Proxy Server settings as needed.



Note: Verify that the security configuration of your firewall supports Google Cloud Print.

To register the printer to Google Cloud Print web printing service:

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.



Note: Locate your printer IP address using the Configuration Report. For details, refer to [Printing the Configuration Report](#).


2. Click **Properties**→**Connectivity**→**Protocols**→**Google Cloud Print**.
3. Click **Enable Google Cloud Print**.
4. To be redirected to the Google website, click **Register**, then at the prompt, click **OK**.
5. Log in to your Google email account.
6. Follow the onscreen instructions to register the printer with Google Cloud Print.
7. To complete the printer registration and return to Xerox® CentreWare® Internet Services, click **Finish Registration**.
8. From the Google Cloud Print window in Xerox® CentreWare® Internet Services, click **Apply**.
9. To update the Registration Status displayed in your Web browser, refresh the Xerox® CentreWare® Internet Services page.
10. To access the Google Cloud Print feature, in your Google account, click **Manage Your Printer**.



Note: The default printer name appears in this format: Model name (MAC address).

NFC

Near field communication (NFC) is a technology that enables devices to communicate when they are within 10 centimeters of each other. You can use NFC to obtain the network interface to establish a TCP/IP connection between your device and the printer.

 **Note:** To use NFC, purchase and install the optional NFC Enablement Kit.

To enable NFC:



1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**NFC**.
2. For NFC, select **NFC Enabled**.
3. Click **Apply**.
4. For the new settings to take effect, restart your printer.

Wireless Network Connection

A wireless local area network (WLAN) provides the means to connect two or more devices in a LAN without a physical connection. The printer can connect to a wireless LAN that includes a wireless router or wireless access point. Before connecting the printer to a wireless network, the wireless router must be configured with a service set identifier (SSID), a passphrase, and security protocols.

Connecting to a Wireless Network Using the Wireless Install Wizard

Before you begin, ensure that you have the wireless network Service Set Identifier (SSID), encryption type, and passphrase. For details, refer to [Connecting to a Wireless Network Manually](#).

1. At the printer control panel, press the **Menu** button.
2. Navigate to **Tools**, then press **OK**.
 -  **Note:** To access this feature at the control panel, log in as an administrator.
3. Navigate to **Setup**, then press **OK**.
4. Navigate to **Network Settings**, then press **OK**.
5. Navigate to **Wireless**, then press **OK**.
6. Navigate to **Wi-Fi**, then press **OK**.
7. Navigate to **On**, then press **OK**.
8. Navigate to **WLAN Settings**, then press **OK**.
9. Navigate to **Wizard**, then press **OK**.
10. To connect to a network, from the list of available networks, select a network.
11. If you selected a secure wireless network, at the prompt, enter the passphrase.
 -  **Note:** The network passphrase is case-sensitive.
12. At the prompt, navigate to **Yes**, then press **OK**.
13. To return to the Ready screen, press the **Menu** button.

Connecting to a Wireless Network Manually

When connecting to a wireless network that does not include a WPS-compliant router, set up and configure the printer manually. Before starting, you must get the setup and configuration information, such as name and passphrase, from the router. After you collect the network information, you can set up the printer from the control panel or from Xerox® CentreWare® Internet Services. For the easiest manual connection, use Xerox® CentreWare® Internet Services.

Before you begin:

- The wireless router must be connected and properly configured for the network before you install the printer. For details, see your router documentation.
- Use the instructions provided with your wireless router or access point to record the following information:

Network Connectivity

- Name (SSID)
- Security Options (Encryption Type)
- Passphrase



Note: The network name and passphrase are case sensitive.

Configuring the Printer for Wireless LAN WPA-Enterprise

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **Wireless Setup**.
3. Click **Edit Settings**.
4. For Network Name SSID, select an option.
5. To refresh the list of available networks, click **Refresh**.
6. For Security Type, select **WPA/WPA2-Enterprise**.
7. For 802.1x Authentication, select an authentication protocol.
 - If you select **EAP-TTLS**, select an Inner Authentication Protocol, then type an Identity Name, User Name, and User Password.
 - If you select **PEAP**, type a User Name and Password.
8. For Root Certificate Setup, upload a Root Certificate.
9. For Client Certificate Setup, upload a Client Certificate, then enter the Private Key Password.
10. For Address Acquisition, select a protocol option.
11. Click **Apply**.

Configuring the Printer for Open System

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **Wireless Setup**.
3. Click **Edit Settings**.
4. For Network Name SSID, select an option.
5. To refresh the list of available networks, click **Refresh**.
6. For Security Type, select **Open System**.
7. For Encryption Type, select an option.
8. For Security Key or Passphrase, type the passphrase.
9. For Address Acquisition, select a protocol option.
10. Click **Apply**.

Configuring the Printer for Shared Key or WPA/WPA2-Personal

1. Click **Wireless Setup**.
2. Click **Edit Settings**.
3. For Network Name SSID, select an option.

4. To refresh the list of available networks, click **Refresh**.
5. For Security Type, select **Shared Key** or **WPA/WPA2-Personal**.
6. For Encryption Type, select an option.
7. For Security Key or Passphrase, type the passphrase.
8. For Address Acquisition, select a protocol option.
9. Click **Apply**.

Configuring Wi-Fi Direct

You can connect to your printer from a Wi-Fi mobile device, such as a tablet, computer, or smart phone, using Wi-Fi Direct.



Note: Wi-Fi Direct is disabled by default.

To configure Wi-Fi Direct:

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **Wi-Fi Direct**.
3. For Wi-Fi Direct, select **On**.
4. For Device Name, type a name to appear in a list of available wireless networks and devices.
5. For IP Address, use the default or type a new IP Address.
6. To set the printer as Group Owner for a Wi-Fi Direct group, similar to a wireless access point, select **Activate**.
7. Enter a Network Key or use the default value.
8. To hide the Network Key, select the check box.
9. Click **Apply**.

Security

This chapter contains:

- Setting Access Rights 44
- Configuring Authentication Settings 45
- About User Permissions 47
- Enabling Xerox® Standard Accounting 48
- Secure HTTP (SSL)..... 49
- IP Filtering 50
- IPsec..... 51
- 802.1X..... 52
- System Timeout..... 54
- USB Port Security 55
- Displaying or Hiding Network Settings 56
- Security Certificates 57

For reference: www.xerox.com/security

Setting Access Rights

You can control access to services and features by setting up authentication and authorization. Personalization allows the printer to retrieve user information to customize features.

Authentication

Authentication is the process of confirming your identity. When the system administrator enables authentication, the printer compares the information that you provide to another source of information, such as an LDAP directory. The information can be a user name and password, or the information stored on a magnetic, proximity, or smart card. If the information is valid, you are considered an authenticated user.

There are several ways to authenticate a user:

- **Local Authorization:** This option enables local authentication. To prove their identity, users type their user name and password at the control panel or in Xerox® CentreWare® Internet Services. The printer compares the user credentials to the information stored in the user database. If you have a limited number of users, or do not have access to an authentication server, use this authentication method.
- **Network Authorization:** This option enables network authentication. To prove their identity, users type their user name and password at the control panel or in Xerox® CentreWare® Internet Services. The printer compares the user credentials to the information stored on an authentication server.



Note: The printer can use one of the following authentication server types: Kerberos (Unix, Linux, or Windows ADS), SMB (Windows 2000/2003), or LDAP.

- **Convenience Authentication:** This option enables authentication for a proximity card reader. Users swipe a pre-programmed identification card at the control panel. To use this method, purchase and install a USB card reader and an authentication server that supports the Xerox® Convenience Authentication API.

Setting the Login Method

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Login/Permissions/Accounting**.
2. Click **Login Methods**.
3. To set the authentication method used to log in to the control panel, select an option.
 - **Convenience:** This method requires users to swipe a pre-programmed identification card through a Proximity Card Reader at the control panel. This method requires a USB card reader and an authentication server that supports the Xerox® Convenience Authentication API.
 - **No Authentication:** To disable the log in feature, select this option.
4. If you select Convenience as the authentication method, you can configure the printer to allow users to log in at the control panel. For Allow Alternate Touch UI Method, select **User can login at device if card is not available**.
5. If you select Passcode, for Create Passcode, type your desired password, then click **Apply**.

Configuring Authentication Settings

Configuring Local Authentication Settings

When you configure local authentication, users prove their identity by typing a user name and password at the control panel or in Xerox® CentreWare® Internet Services. The printer compares the user credentials to the information stored in the user database. If you have a limited number of users, or do not have access to an authentication server, use this authentication method.

Configuring Convenience Authorization Settings

When Convenience Authorization is enabled, users swipe a pre-programmed identification card through a Proximity Card Reader at the control panel. To use this method, purchase and install a USB card reader and an authentication server that supports the Xerox® Convenience Authentication API.

To configure access rights using Convenience Authorization:

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Login/Permissions/Accounting**.
2. Click **Login Methods**.
3. Set the login method to **Convenience** authentication.
4. For Convenience Authorization Setup, click the Pencil icon.
5. For Server Communication, select an address type. Type the appropriately-formatted address or host name of your server and change the default port number as needed.
6. For Path, type the HTTP path that your authentication server provides.
7. Click **Save**.

Configuring a Card Reader Policy

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Login/Permissions/Accounting**.
2. Click **Login Methods**.
3. Set the login method to **Convenience** authentication.
4. For Card Reader Detection Policy, click the Pencil icon.
5. For USB Card Reader Detection Policy, select an option.
 - To allow printer use when the USB card reader is disconnected, select **No**.
 - To prevent printer use when the USB card reader is disconnected, select **Yes**.
6. Click **Save**.

Configuring the Customized Blocking Screen

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Login/Permissions/Accounting**.
2. Click **Login Methods**.
3. Set the login method to **Convenience** authentication.
4. For Customized Blocking Screen, click the Pencil icon.
5. In the Window Title field, type text to appear as a title at the top of the touch screen.

Security

6. In the Instructional Text field, type instructions for users that appear below the title. For example, type **To log in, swipe your employee badge over the card reader.**
7. Click **Save**.

About User Permissions

You can control access to service and tools, and printing times and methods for a group of users.

Print permissions are rules that allow you to control printing methods for a group of users. For example:

- Restrict 1-sided printing, requiring users to print 2-sided.
- Restrict a Job Type, such as Secure Print.

Services and Tools permissions are rules that allow you to control access to features or configuration settings for a group of users. You can configure Services and Tools to:

- Restrict access to specific services, such as Copy, Email, or Fax.
- Restrict access to settings managed on the Tools menu at the control panel.
- Restrict access to settings managed on the Properties tab in Xerox® CentreWare® Internet Services.



Note: Not all options listed are supported on all printers. Some options apply only to a specific printer model, configuration, operating system, or driver type.

Configuring User Roles

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Login/Permissions/Accounting**.
2. Click **User Permissions**.
3. To define Access Rights to Services, Pathways, and Tools for Guest User, for Service/Pathway options, select the radio button.
4. Click **Save**.

Enabling Xerox® Standard Accounting

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Login/Permissions/Accounting**.
2. Click **Accounting Methods**.
3. Click **Edit**.
4. For Current Accounting Method, select **Xerox Standard Accounting**.
5. Click **Save**.

Secure HTTP (SSL)

To establish an HTTP Secure (HTTPS) connection to the printer, you can use SSL to encrypt data sent over HTTP.

You can also enable SSL encryption for the following features.

- Configuring the printer in Xerox® CentreWare® Internet Services
- Printing from Xerox® CentreWare® Internet Services
- Printing using IPP
- Managing scan templates
- Scanning to destinations



Note: SSL encryption is protocol-independent. You can turn on or turn off SSL for each protocol or scan destination as needed.

Before you begin:

- Ensure that the printer has an established Machine Digital Certificate.
- Ensure DNS is enabled and configured.
- Ensure that the date and time configured on the printer is correct. The time that is set on the printer is used to set the start time for the Xerox® Device Certificate. A Xerox® Device Certificate is installed when you enable HTTP (SSL).

Enabling HTTPS (SSL)

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Connectivity**→**Protocols**.
2. Click **HTTP**.
3. To enable the protocol, for Protocol, select **Enabled**.
4. For Keep Alive Timeout, enter the time that the printer waits for a response from a connected user before it terminates the connection. Increasing the Keep Alive Timeout can cause slow connections.
5. Change the Port Number as needed.
6. If a machine digital certificate is configured, you can edit the following security fields.
 - a. For HTTP Security Mode, select an SSL security option.
 - b. To allow connections to the device using SSL v3 only:
 - For the HTTP Security Mode, select **Require SSL**.
 - For Require SSL v3, select **Enable**.
7. Click **Apply**.

IP Filtering

You can prevent unauthorized network access by creating an IP Filter to block or allow data sent from particular IP addresses.

Enabling IP Filtering

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Security**.
2. Click **IP Filtering**.
3. To enable IP filtering, select IPv4 Filtering Enabled, IPv6 Filtering Enabled, or both.
4. To permit access to the device, type the IP Address and Port or Prefix as needed.
5. Click **Apply**.

IPsec

Internet Protocol Security (IPsec) is a group of protocols used to secure Internet Protocol (IP) communications by authenticating and encrypting each IP data packet. It allows you to control IP communication by creating protocol groups, policies, and actions.

You can control IP communication on the printer for the following:

- | | |
|--|---|
| <ul style="list-style-type: none"> • DHCP v4/v6 (TCP and UDP) • DNS (TCP and UDP) • FTP (TCP) • HTTP (Scan Out, TCP port 80) • HTTPS (Scan Out, TCP port 443) • HTTPS (Web Server, TCP port 443) • ICMP v4/v6 • IPP (TCP port 631) | <ul style="list-style-type: none"> • LPR Print (TCP port 515) • Port 9100 Print (TCP port 9100) • SMTP (TCP/UDP port 25) • SNMP (TCP/UDP port 161) • SNMP Traps (TCP/UDP port 162) • WS-Discovery (UDP port 3702) • Up to 10 additional services |
|--|---|

Configuring IPsec

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Security**.
2. Click **IPsec**.
3. To enable the protocol, for Protocol, select **Enable**.
4. To remove IPsec connections, click **Flush All IPsec Connections**.
5. For Shared Secret, enter the shared key value.
6. For Verify Shared Secret, reenter the shared key value.
7. Click **Apply**.

802.1X

802.1X is an Institute for Electrical and Electronics Engineers (IEEE) standard that defines a method for port-based network access control or authentication. In an 802.1X secured network, the printer must be authenticated by a central authority, typically a RADIUS server, before it can access the physical network.

You can enable and configure the printer to be used in an 802.1X secured network from the printer control panel or in Xerox® CentreWare® Internet Services.

Before you begin:

- Ensure that your 802.1X authentication server and authentication switch are available on the network.
- Determine the supported authentication method.
- Create a user name and password on your authentication server.



Note: This procedure causes the printer to restart and be unavailable over the network for several minutes.

Configuring 802.1X in Xerox® CentreWare® Internet Services

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Security**.
2. Click **802.1X**.
3. For 802.1X, select **Enabled**.
4. For Authentication Method, select an option.
5. For Credentials, type the user name and password.
6. To upload a root certificate, do the following steps.
 - a. For Upload Root Certificate, to locate and select the file, click **Browse** or **Choose File**.
 - b. Click **Upload**.
7. To upload a client certificate, do the following steps.
 - a. To locate and select the Client Certificate, for Upload Client Certificate, click **Browse** or **Choose File**.
 - b. To assign a private password, for Private Key Password, type a password.
 - c. Click **Upload**.
8. Click **Apply**.

Enabling and Configuring 802.1X at the Control Panel

1. At the printer control panel, press the Menu button.
2. Navigate to **Tools**, then press **OK**.



Note: To access this feature at the control panel, log in as an administrator.

3. Navigate to **Setup**, then press **OK**.

4. Navigate to **Network Settings**, then press **OK**.
5. Navigate to **Network Services**, then press **OK**.
6. Navigate to **802.1X**, then press **OK**.
7. Navigate to **On**, then press **OK**.
8. Navigate to the Authentication Method used on your network, then press **OK**.

**Note:**

- When the printer is in FIPS 140 mode, EAP-TLS authentication is required.
 - To configure 802.1X settings for EAP-TLS, use Xerox® CentreWare® Internet Services.
9. Using the alphanumeric keypad, enter the user name, then press **OK**.
 10. Using the alphanumeric keypad, enter the password, then press **OK**.
 11. To return to the Ready screen, press the **Menu** button.


System Timeout

You can specify how long the printer waits to log out an inactive user.

Setting System Timeout Values

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Security**.
2. Click **System Timeout**.
3. For Touch User Interface System Timer, type the time that the printer waits before it logs a user out of the touch screen.
4. To instruct the printer to display a warning message before it logs a user out of the touch screen, under Warning Screen, touch **Enabled**.
5. For Web System Timer, type the amount of time the system waits before it logs an inactive user out of Xerox® CentreWare® Internet Services.
6. Click **Apply**.

Setting the System Timeout Values at the Control Panel

1. At the printer control panel, press the Menu button.
2. Navigate to **Tools**, then press **OK**.
 **Note:** To access this feature at the control panel, log in as an administrator.
3. Navigate to **Setup**, then press **OK**.
4. Navigate to **Machine Settings**, then press **OK**.
5. Navigate to **User Interface**, then press **OK**.
6. Navigate to **Menu Timeout**, then press **OK**.
7. Specify the time the printer waits to log out an inactive user at the control panel. Use the Up and Down arrows to select the desired time, then press **OK**.
8. To return to the Ready screen, press the **Menu** button.

USB Port Security

You can prevent unauthorized access to the printer through USB ports by disabling the ports.



Note: If USB ports are disabled, you cannot use a USB card reader for authentication, update the software, or print from a USB Flash drive.

Enabling or Disabling USB Ports

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Security**.
2. Click **USB Port Security**.
3. To enable a port, next to a port, select **Enabled**.
4. To disable the ports, clear the check box.
5. Click **Apply**.

Displaying or Hiding Network Settings

You can show or hide the IPv4 address or host name of the printer on the control panel touch screen.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Security**.
2. Click **Display Network Settings**.
3. Select **Show IPv4 Address** or **Show Host Name**. To hide network information, select **Hide Network Information**.
4. Click **Apply**.

Security Certificates

A digital certificate is a file that contains data used to verify the identity of the client or server in a network transaction. A certificate also contains a public key used to create and verify digital signatures. One device proves its identity to another by presenting a certificate trusted by the other device. Or, the device can present a certificate signed by a trusted third party and a digital signature proving its ownership of the certificate.

A digital certificate includes the following data:

- Information about the owner of the certificate
- The certificate serial number and expiration date
- The name and digital signature of the certificate authority (CA) that issued the certificate
- A public key
- A purpose defining how the certificate and public key can be used

There are three types of certificates:

- A Device Certificate is a certificate for which the printer has a private key. The purpose specified in the certificate allows it to be used to prove identity.
- A CA Certificate is a certificate with authority to sign other certificates.
- A Trusted Certificate is a self-signed certificate from another device that you want to trust.

Machine Digital Certificate

A digital certificate is a file that contains data used to verify the identity of the client or server in a network transaction. A certificate also contains a public key used to create and verify digital signatures. One device proves its identity to another by presenting a certificate trusted by the other device. Or, the device can present a certificate signed by a trusted third party and a digital signature proving its ownership of the certificate.

Creating a Certificate

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Security**.
2. Click **Machine Digital Certificate**.
3. Click **Create New Certificate**, then select an option.
4. Click **Continue**.
5. For the selected certificate type, complete the fields.
6. Click **Apply**.

Printing

This chapter contains:

- [Managing Banner Page Printing Options..... 60](#)
- [Printing an Error Page 61](#)
- [Configuring Default Print Settings..... 62](#)
- [Enabling Print Spooling Settings..... 63](#)
- [Printing Reports 64](#)
- [Configuring Secure Print Settings 65](#)
- [UNIX and Linux Printing..... 66](#)
- [Print from USB 69](#)
- [Setting the Delete Held Job After Timer 70](#)

Managing Banner Page Printing Options

You can set the printer to print a banner page with each print job. The banner page contains information identifying the user and job name. You can set this option in the print driver, in Xerox® CentreWare® Internet Services, or at the control panel.



Note: Enable Banner page printing in the print driver and at the control panel or in Xerox® CentreWare® Internet Services or a banner page does not print.

Enabling Banner Page Printing in Xerox® CentreWare® Internet Services

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Services**.
2. Click **Printing**→**Banner Page**.
3. For Banner Page Settings, select **Enabled**.
4. Click **Apply**.

Printing an Error Page

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Services**.
2. Click **Printing**→**Error Page**.
3. To print an error page when a print job fails, for Error Page Settings, select **Enable**.
4. Click **Apply**.

Configuring Default Print Settings

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Services**.
2. Click **Printing**→**General**.
3. Configure as needed.
4. Click **Apply**.

Enabling Print Spooling Settings

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Services**.
2. Click **Printing**→**Print Spooling**.
3. To enable print spooling, for Print Spooling Settings, select **Enabled**.
4. Click **Apply**.

Printing Reports

Your printer has a printable set of reports. These include configuration and font information, demonstration pages, and more.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Services**.
2. Click **Printing**→**Reports**.
3. To print a report, next to the report name, click **Print**.

Configuring Secure Print Settings

You can configure Secure Print settings to specify how the printer behaves when a user sends a Secure Print job to the printer.

Configuring Secure Print

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Services**.
2. Click **Printing**→**Secure Print**.
3. Enter a value for the minimum passcode length.
4. Click **Apply**.

UNIX and Linux Printing

The Xerox® Print Driver package provides tools for you to manage printers connected in UNIX and Linux environments.

The Xerox® print drivers provide a GUI-based driver dialog for printer feature selections. You can select print drivers based on your operating system.

Xerox® Printer Manager

Xerox® Printer Manager is an application that allows you to manage and print to multiple printers in UNIX and Linux environments.

Xerox® Printer Manager allows you to:

- Configure and check the status of network connected printers.
- Set up a printer on your network as well as monitor the operation of the printer once installed.
- Perform maintenance checks and view supplies status at any time.
- Provide a common look and feel across the many different suppliers of UNIX and Linux operating systems.

Installing the Xerox® Printer Manager

Before you begin:

Ensure that you have root or superuser privileges to install Xerox® Printer Manager.

To install the Xerox® Printer Manager:

1. Download the appropriate package for your operating system. To locate print drivers for your printer, go to www.xerox.com/office/drivers.
2. On the print driver website, navigate to your printer model.
3. For your printer model, click **Drivers & Downloads**.
4. From the Operating System menu, select your operating system.
5. To identify the print driver for your printer model, review the list of available print drivers.



Note: For additional information on each driver, click **Description**.

6. To select the print driver for your printer model and operating system, click its name.
7. To begin the download, read the End User License Agreement, then click **accept**. The file automatically downloads to the default location for your computer file downloads.
8. To install the Xerox® Print Driver package:
 - a. Open the package with your OS package manager.

- b. To install using a command-line utility, change to the directory where you downloaded the file. Then for your operating system, type the appropriate command-line utility to run the installer.

For example:

- **Red Hat:** rpm -U <filename>.rpm
- **Debian-based Linux:** dpkg -i <filename>.deb
- **AIX:** rpm -U <filename>.rpm
- **HPUX:** <filename>.depot.gz
- **Solaris:** pkgadd -d <filename>.pkg



Note: Most installations create a Xerox directory in `/opt/Xerox/prtsys`. For additional information about utilities included in the OS package manager, refer to the manual included with the package. For example, `man xeroxprtmgr`.

Launching Xerox® Printer Manager

To launch Xerox® Printer Manager, do one of the following tasks.

- For UNIX, log in as root. From a terminal window, type `xosdprtmgr`, then press **Enter** or **Return**.
- For Linux, type `sudo xeroxprtmgr`, then press **Enter** or **Return**.

Printing with xeroxprint

Xerox has its own print command. You can use the following command:

```
xeroxprint -d<Some_Queue> -o [Options] <Somefile>
```

Printing from a Linux Workstation

To print from a Linux workstation, install either a Xerox® print driver for Linux or a CUPS print driver. You do not need both drivers.

Xerox recommends that you install one of the full-featured custom print drivers for Linux. To locate drivers for your printer, refer to www.xerox.com/office/drivers.

If you use CUPS, ensure that CUPS is installed and running on your workstation. The instructions for installing and building CUPS are contained in the *CUPS Software Administrators Manual*, written and copyrighted by Easy Software Products. For complete information on CUPS printing capabilities, refer to the *CUPS Software Users Manual* available from www.cups.org/documentation.php.

Installing the PPD on the Workstation

1. If available, download the Xerox® PPD for CUPS from the Drivers and Downloads page on the Xerox Support website.
2. Copy the PPD into the CUPS `ppd/Xerox` folder on your workstation. If you are unsure of the location of the folder, use the Find command to locate the PPD files.
3. Follow the instructions that are included with the PPD.

Adding the Printer

1. Verify that the CUPS daemon is running.
2. Open a Web browser and type <http://localhost:631/admin>, then click **Enter** or **Return**.
3. For User ID, type **root**. For password, type the root password.
4. Click **Add Printer** and follow the onscreen prompts to add the printer to the CUPS printer list.

Printing with CUPS

CUPS supports the use of both the System V (lp) and Berkeley (lpr) printing commands.

1. To print to a specific printer in System V, type: **lp -dprinter filename**, then click **Enter**.
2. To print to a specific printer in Berkeley, type: **lpr -Pprinter filename**, then click **Enter**.

Print from USB

This feature allows you to print a file that is stored on a USB Flash Drive from the USB port on the printer control panel.

Before you begin:

Enable USB ports. For details, refer to [USB Port Security](#).

Enabling Print from USB

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Services**.
2. Click **USB**.
3. For Enable Print from USB, select **Enable**.
4. Click **Save**.

Setting the Delete Held Job After Timer

When the Delete Held Job After timer expires, jobs held in the Active Jobs and Personal & Secure Job tabs are deleted.

1. At the printer control panel, press the **Menu** button.
2. Navigate to **Tools**, then press **OK**.



Note: To access this feature at the control panel, log in as an administrator.

3. Navigate to **Setup**, then press **OK**.
4. Navigate to **Machine Settings**, then press **OK**.
5. Navigate to **User Interface**, then press **OK**.
6. Navigate to **Held Job Timeout**, then press **OK**.
7. Navigate to **Enable**, then press **OK**.
8. To select the desired time, press the arrow buttons, or enter a value using the numeric keypad.
9. Touch **OK**.

Accounting

This chapter contains:

- Xerox® Standard Accounting..... 72
- Enabling Accounting in Print Drivers..... 76

Xerox® Standard Accounting

Xerox® Standard Accounting tracks the numbers of copy, print, scan, and fax jobs for each user. You can set limits to restrict the total number of jobs by type that a user can produce. You can generate reports listing usage data for individual users and groups.

When Xerox® Standard Accounting is enabled, users must log in to the printer before they can access services. Before they can print documents from their computer to the printer, they must provide their account details in the print driver.



Note:

- If Xerox® Standard Accounting is enabled, you cannot enable other accounting modes.
- Install device drivers and enable accounting in those drivers for all user computers.

The maximum limits for IDs and accounts are as follows:

- 1000 unique Xerox® Standard Accounting user IDs
- 500 General Accounts
- 500 Group Accounts

All user IDs must be assigned to one or more group accounts. Xerox® Standard Accounting settings and account data are stored in the printer. Xerox recommends that you use the Cloning feature to back up settings. If Xerox® Standard Accounting settings are lost or deleted, you can restore them using the cloning backup file. For details, refer to [Cloning](#).

Enabling Xerox® Standard Accounting

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Login/Permissions/Accounting**.
2. Click **Accounting Methods**.
3. For Accounting Method, click **Edit**.
4. To enable Xerox Standard Accounting, for Current Accounting Method, select **Xerox Standard Accounting**.
5. Click **Save**.

Setting Service Tracking Options

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Login/Permissions/Accounting**.
2. Click **Accounting Methods**.
3. For Accounting Workflow, click **Edit**.



Note: To enable service tracking options, ensure that User Accounts are configured.

4. To set your service tracking options, log in.
 - a. If your accounting User ID has been assigned administrator privileges, enter your User ID. Then click **Login**.
 - b. If you are the administrator, for Login as Machine Administrator, click **Authenticate**.
5. To turn off tracking of Prints, select **Disable**.

6. To configure the printer to track Prints, select **Enable**.
7. Click **Save**.

Adding a User and Setting Usage Limits

Before you can associate users with an accounting group, ensure that user information is added or imported to the user database.

Adding a User

To add a user:

1. Click **Accounting Methods**.
2. For Users & Limits, click **Edit**.
3. To add a new user, click **Add New User**.
4. Type a unique User ID for the new user. The user enters this information at the printer control panel to access services Xerox Standard Accounting tracks.
5. Type a unique user name for the new user. The entry in this field helps you locate the user in the User Information Database of the printer. The user does not need to enter this information at the printer control panel.
6. To give the user accounting management access, select **Grant Accounting Management Access**.
7. Click **Apply**.

Setting Usage Limits

To set usage limits for a user:

1. Click **Accounting Methods**.
2. For Users & Limits, click **Edit**.
3. To limit usage for services, click **Limit Access**.
4. For each service, type the maximum number of impressions or sent images allowed for the user.
5. To reset the maximum number allowed to the default setting, click **Reset** for each service, or **Reset All** for all services.
6. Click **Apply**.



Note:

- You can also set usage limits when you create user accounts.
- Not all options listed are supported on all printers. Some options apply only to a specific printer model, configuration, operating system, or driver type.

Assigning Users to an Account

1. In Xerox® CentreWare® Internet Services, click **Properties** → **Login/Permissions/Accounting**.
2. Click **Accounting Methods**.

3. For Users & Limits, click **Edit**.
4. On the Accounting page, next to Users and Limits, click **Edit**.
5. Select the check box next to the User ID of the user that you want to add to an account.
6. To set limits for the user, click **Limit Access**.
7. For Access Rights, to assign or limit Group Account Access or General Account Access, click **Edit**.
8. Select the check box next to the User ID of the user that you want to add to an account.
9. Click **Save Changes**.

General and Group Accounts

You can create a group account to track and limit the number of prints for a group of users. The number of prints of each user are tracked against the user account and the group account. You can limit the usage for each user.

You can create a general account to track the total usage for a group of users. The number of prints of each user are not tracked against the user account. The usage is tracked only against the general account. You cannot specify usage limits for a general account.

If users are associated with a group account and a general account, they can access the printer using the accounting code for either account. If a user accesses the printer using the group account, individual prints are tracked against the user and group accounts. If the user accesses the printer using a general account, the usage is tracked only against the general account and not the user account.

Creating a Group Account

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Login/Permissions/Accounting**.
2. Click **Accounting Methods**.
3. For Group Accounts, click **Edit**.
4. Type a unique Account ID number and a unique Account Name for the new group.
5. Click **Add Account**.
6. To edit the account name, click **Manage**.
7. To view usage details for an account, click **View Usage**.
8. To make an account the default account for new users, select the radio button next to the account.
9. To delete an account, click **Delete Account**.

Creating a General Account

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Login/Permissions/Accounting**.
2. Click **Accounting Methods**.
3. For General Accounts, click **Edit**.
4. Type a unique Account ID number and a unique Account Name for the new group.
5. Click **Add Account**.
6. To edit the account name, click **Manage**.

7. To view usage details for an account, click **View Usage**.
8. To make an account the default account for new users, select the radio button next to the account.
9. To delete an account, click **Delete Account**.

Usage Limits

When users reach their maximum usage limit, they can no longer use that feature until the administrator resets their limit. When they log in to the printer, they are presented with a notification message that indicates that their limit has been reached for that feature.

Any impressions made after users reach their limit are subtracted from their limit once it is reset. If the user limit is reached before a print job completes, an error report print that notifies the user that their limit has been reached. The job is deleted from the print queue, and any sheets remaining in the paper path finish printing.

Note:

- The maximum number of impressions or images sent is 16,000,000.
- Cover sheets, banner pages, fax acknowledgment reports, and scan confirmation reports count as impressions.
- Not all options listed are supported on all printers. Some options apply only to a specific printer model, configuration, operating system, or driver type.

You can set usage limits for Black Printed Impressions. A black printed impression is a printed page for every black and white print job and received server fax document.

Downloading a Usage Report

The usage report lists the number of impressions recorded for each user and each account.

To generate a usage report:

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Login/Permissions/Accounting**.
2. Click **Accounting Methods**.
3. For Report and Reset, click **Edit**.
4. Click **Generate Report**.
5. Right-click the **Right-click to download** link and save the .csv file to your computer.

Resetting Usage Limits

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Login/Permissions/Accounting**.
2. Click **Accounting Methods**.
3. Click **Report and Reset**.
4. To reset usage data for all users and accounts to zero, click **Reset Usage Data**.
5. To reset to factory defaults, click **Reset to Default**.

Enabling Accounting in Print Drivers

Enabling Accounting in a Windows Print Driver

1. From the Start menu, select **Printers and Faxes**.
2. Right-click the printer in the list, then select **Printer Properties**→**Configuration**→**Accounting**.
3. From the Accounting System menu, select **Xerox Standard Accounting**, or **Xerox Network Accounting**.
4. To prompt users to type their User ID and Account ID each time they print, select **Always Prompt**. If you do not want users to log in, select **Do Not Prompt** and type the user information in the Default User ID and Default Account ID fields. Select **Mask User ID** and **Mask Account ID** to show characters as asterisks when an ID is entered.
5. To show the last entered code when a user is prompted for an Account ID, select **Remember Last Entered Codes**.
6. If you are using Xerox Standard Accounting with an external accounting device, select **Auxiliary Accounting Interface**.
7. To specify the default User ID and Account ID, type them in the Default User ID and Default Account ID fields, then select the default account type.
8. Click **OK**.
9. Click **OK** to exit.

Enabling Accounting in an Apple Macintosh Print Driver

Users must select this preset each time they print or send a LAN fax using the print driver.

1. Open a document and select **File**, then select **Print**.
2. Select the Xerox® printer.
3. From the menu, select **Accounting**.
4. For Accounting System, select **Xerox Standard Accounting**, or **Xerox Network Accounting**.
5. If you want users to type their User ID and Account ID every time they print, select **Prompt for Every Job**.
6. To show characters as asterisks when the user types an ID, select **Mask User ID** and **Mask Account ID**.
7. To specify the default User ID and Account ID, type them in the Default User ID and Default Account ID fields, then select the default account type.
8. To use Xerox Standard Accounting with an external accounting device, select **Auxiliary Accounting Interface**.
9. To save your settings, click the **Presets** menu, then select **Save As**.
10. Type a name for the preset.
11. Click **OK**.

Administrator Tools

This chapter contains:

- [Monitoring Alerts and Status](#)..... 78
- [Energy Saving Settings](#)..... 79
- [Smart eSolutions and Billing Information](#)..... 80
- [Cloning](#) 83
- [Font Management Utility](#)..... 84
- [Customizing Printer Contact Information](#) 85
- [Restarting the Printer in Xerox® CentreWare® Internet Services](#)..... 86
- [Resetting the Printer to Factory Default Settings](#) 87
- [Updating the Printer Software](#) 88
- [Updating the Printer Software](#) 89
- [Updating the Printer Software](#) 90

Monitoring Alerts and Status

The Description and Alerts page displays printer information, such as printer name and location, as well as a list of any current alerts. You can view alert information, such as the status code, description of the issue, and the suggested skill level required to resolve the problem.

To view alerts:

1. In Xerox® CentreWare® Internet Services, click **Status**→**Alerts**.
2. To update the page, click **Refresh**.

Alert Notification

There are several ways to set the printer to send out notifications when alerts occur. Possible alert types include low supply status, paper supply status, and paper jams.

To configure email alerts:

1. In Xerox® CentreWare® Internet Services, click **Properties**→**General Setup**.
2. Click **Alert Notification**.
3. For Alert Preferences, enable options as needed.
4. For Alert Recipient, enter the recipient email addresses.
5. For Toner Cartridge Reorder Notification, enter the percentage of toner life remaining that triggers a reorder alert.
6. To display the reorder message on the control panel, select **Display Low Toner Reorder Message**.
7. For Smart Kit Drum Reorder Notification, enter the percentage of life remaining that triggers an alert.
8. To display the status on the control panel, select **Drum Cartridge Status**.
9. Click **Apply**.


Energy Saving Settings

Setting the Power Saver Mode Timers in Xerox® CentreWare® Internet Services

1. In Xerox® CentreWare® Internet Services, click **Properties**→**General Setup**.
2. Click **Power Management**.
3. For each timer, specify the time that the printer waits before it enters each power saver mode.
4. Click **Apply**.

Setting the Power Saver Mode Timers at the Control Panel

The printer exits Energy Saver mode when it receives a print job, or when you press the Power Saver button. The sum of the two timers cannot exceed 120 minutes.

1. At the printer control panel, press the Menu button.
2. Navigate to **Tools**, then press **OK**.
 **Note:** To access this feature at the control panel, log in as an administrator.
3. Navigate to **Setup**, then press **OK**.
4. Navigate to **Machine Settings**, then press **OK**.
5. Navigate to **Power Saver Timer**, then press **OK**.
6. Select the Timer you want to change, then press **OK**.
 - **Low Power Save:** Set the time when the printer shifts from Ready mode to low-power mode.
 - **Very Low Power Save:** Set the time when the printer shifts from low-power mode to sleep mode.
7. To select the desired time, press the arrow buttons, or enter a value using the numeric keypad.
 - Specify how long the printer remains idle before it goes from ready mode to low-power mode.
 - Specify how long the printer remains idle before automatically going from low-power mode to sleep mode.
8. Press **OK**.
9. To return to the Ready screen, press the **Menu** button.

Smart eSolutions and Billing Information

Smart eSolutions

Smart eSolutions is a suite of features that simplifies printer ownership and administration. It provides free services to enable administration of metered billing and supplies replenishment plans for printers on a network.

Before you can use Smart eSolutions, register the printer for Smart eSolutions. There are three ways to register the printer for Smart eSolutions:

- **Automatic registration** is available as a standard feature on many printer models.
- **Xerox® Device Agent-Lite** is an option for small and medium-sized businesses. To download the client, refer to www.xerox.com/smarteresolutions.
- **Xerox® CentreWare® Web** is a browser-based software tool that installs, configures, manages, monitors, and reports on all network printers and multifunction printers, regardless of manufacturer. Xerox® CentreWare® Web is suited for large enterprise businesses. For details, refer to www.xerox.com/centrowareweb.



Note: Smart eSolutions is not available in all countries. See your Xerox representative for details.

Before You Begin

- If your network uses an HTTP proxy server, provide information about your proxy server on the HTTP Proxy Server page.
- Ensure that the printer recognizes your DNS server. For details, refer to [Configuring IPv4](#).

Enabling Smart eSolutions

To enable Smart eSolutions:

1. In Xerox® CentreWare® Internet Services, click **Status**→**SMart eSolutions**.
2. For Smart eSolutions, click **Settings**.
3. For Enrollment, select **Enrolled**.
4. For Daily Transaction Time, type the time of day that you want the printer to communicate with Xerox.
5. If your network uses an HTTP proxy server, provide information about your proxy server on the HTTP Proxy Server page. For HTTP Proxy Server, click **Configure**. For details, refer to [Proxy Server](#).
6. To test communication, click **Test Communication Now**.
7. Click **Apply**.

MeterAssistant

MeterAssistant automatically submits meter reads to Xerox from network printers. This process eliminates the need to collect and report meter read information manually.



Note: If the count is zero, no data has been transmitted to Xerox.

To view the last transmission of Billing Meter information for your printer:

1. In Xerox® CentreWare® Internet Services, click **Status**→**SMart eSolutions**.
2. Click **MeterAssistant™**.
3. To configure email alerts, for Meter Email Alerts, click **Settings**.
4. Configure settings as needed, then click **Apply**.

For details on setting up alerts, refer to [Alert Notification](#).

SuppliesAssistant

SuppliesAssistant monitors the remaining life of the toner or ink, and other printer consumables. When Smart eSolutions is configured to communicate with Xerox, SuppliesAssistant also monitors the usage of consumables. The data reported to Xerox is used to replenish supplies.

1. In Xerox® CentreWare® Internet Services, click **Status**→**SMart eSolutions**.
2. Click **SuppliesAssistant**. The supply list appears with the current % Life Remaining of each supply item.



Note: If the % Life Remaining is unknown, no data has been transmitted to Xerox.

Maintenance Assistant

Maintenance Assistant provides options for troubleshooting your printer. You can send detailed diagnostic information to Xerox®, start online troubleshooting sessions with Xerox®, and download usage information to your computer in .csv format.

1. In Xerox® CentreWare® Internet Services, click **Status**→**SMart eSolutions**.
2. Click **Maintenance Assistant**.
3. Click one of the following:
 - **Send Diagnostic Information to Xerox**
 - **Start an Online Troubleshooting Session at www.xerox.com**
 - **Download file to your computer:** Right-click and download the **UsageLog.csv** file to your computer.

View Usage and Billing Information

Billing Information

The Billing Information page displays current readings for printer counters that are used for billing. You can view the number of impressions made in color or black and white, as well as the total number of impressions. The impression counts shown are used for billing.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**General Setup**→**Billing & Counters**.
2. Click **Billing Information**.
3. To update the page, click **Refresh**.

Viewing Usage Counters

The Usage Counters page displays the total number of pages printed or generated by the printer. You can see usage amounts for impressions made, sheets, images used, and images printed, copied, and faxed.

1. In Xerox® CentreWare® Internet Services, click **Properties**→**General Setup**→**Billing & Counters**.
2. Click **Usage Counters**.
3. To update the page, click **Refresh**.

Cloning

Cloning allows you to save your current printer settings to a file to use as a backup and restore file for your printer. You can also use a clone file to copy your printer settings to other printers.



Note: If you are using a clone file to copy your printer settings to another printer, ensure that both printers are the same model and have the same version of software installed.

To determine the software version:

1. In Xerox® CentreWare® Internet Services, click **Properties**→**General Setup**→**Configuration**.
2. To verify the software installed on your printer, scroll down to **Printer Setup**.

Creating a Clone File

1. In Xerox® CentreWare® Internet Services, click **Properties**→**General Setup**→**Cloning**.
2. Select the features to clone to other printers. All features are selected by default.
3. To view the specific attributes that can be cloned for individual features, click **View Feature Details**.
4. Click **Clone**.
5. To download the clone file, for Cloning Instructions, click the **Cloning.dlm** file.

Installing a Clone File

1. In Xerox® CentreWare® Internet Services, click **Properties**→**General Setup**→**Cloning**.
2. Click **Browse**, navigate to the location of the clone file, then click **Open**.
3. Click **Install**.
4. Click **OK**.



Note: When the process is complete, the printer restarts automatically.

Font Management Utility

The CentreWare® Font Management Utility allows you to manage fonts on one or more printers on your network. You can download the Xerox® CentreWare® Font Management Utility on the Xerox website at www.xerox.com/office/3330drivers.

Use the utility to download soft fonts to your printer, such as your company branded fonts or unicode fonts to support multiple languages. You can then add, delete, or export the fonts to a file. You can add or delete printers in the utility printer list to display only those printers you want to manage.

Customizing Printer Contact Information

The support page in Xerox® CentreWare® Internet Services displays contact information for service and supplies as well as contact information for your system administrator. You can customize this information to display your company details for printer users.

To customize printer contact information:

1. In Xerox® CentreWare® Internet Services, click **Support**.
2. Click **Edit Settings**.
3. Update the fields with your information, then click **Apply**.

Restarting the Printer in Xerox® CentreWare® Internet Services

1. In Xerox® CentreWare® Internet Services, click **Status**→**General**.
2. Click **Reboot Machine**, then click **OK**.

Resetting the Printer to Factory Default Settings

1. In Xerox® CentreWare® Internet Services, click **Status**→**General**.
2. To restore the original network default settings, click **Network Factory Default**.

Updating the Printer Software

You can update your printer when Xerox releases a new version of printer software or firmware.

Before you begin:

- Determine the current software version of your printer.
- Download the latest software update file in **.dlm** format from the Xerox Support website at www.xerox.com/office/3330support.

Updating the Printer Software

You can update your printer when Xerox releases a new version of printer software or firmware.

Before you begin:

- Determine the current software version of your printer.
- Download the latest software update. From the Xerox Support website at www.xerox.com/office/3330support, select the **.hd** file.

Determining the Printer Software Version

1. In Xerox® CentreWare® Internet Services, click **Properties**→**General Setup**→**Configuration**.
2. To verify the software installed on your printer, scroll down to **Software Versions**.

Enabling Upgrades

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Maintenance**.
2. Click **Upgrade Management**.
3. For Software Upgrade, select **Enabled**.

Updating the Software Using a USB Flash Drive

1. Copy the software **.dlm** file to your USB Flash drive.
2. Insert your USB Flash drive in a USB port on the printer.
3. Navigate to **Print from USB**, then press **OK**.
4. Select the file, then touch **OK**.
5. When the process completes, the printer restarts automatically.
6. To verify that the software has updated, check the configuration report.

Installing Software Upgrades in Xerox® CentreWare® Internet Services

To install software upgrades in Xerox® CentreWare® Internet Services:

1. In Xerox® CentreWare® Internet Services, click **Properties**→**Maintenance**.
2. Click **Firmware Upgrade**.
3. To locate and select the firmware upgrade file in **.dlm** format, click **Browse** or **Choose File**.
4. Click **Open**.
5. Click **Install Software**.
6. To verify that the software has updated, check the configuration report.



Note: Software installation begins several minutes after you submit the software to the printer. Xerox® CentreWare® Internet Services is unavailable while the software is installing.

Updating the Printer Software

You can update your printer when Xerox releases a new version of printer software or firmware.

Before you begin:

- Determine the current software version of your printer.
- Download the latest software update. From the Xerox Support website at www.xerox.com/office/3330support, select the **.hd** file.

