



PHASER™ 5400 LASER PRINTER

USER GUIDE



XEROX
NETWORK PRINTERS



**Xerox Phaser™ 5400
Laser Printer
User Guide**

721P57660
September 2001

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Warranty

Printer Warranty

Xerox warrants that the Phaser 5400 Laser Printer will be free from defects in materials and workmanship for a period of one (1) year from the date of shipment. If the product proves defective during the warranty period, Xerox, at its option, will:

- (1) repair the product by means of telephone support or on-site service at no charge for parts or labor,
- (2) replace the product with a comparable product, or
- (3) refund the amount paid for the product, less a reasonable allowance for usage, upon its return.

Under this product warranty, the Customer must notify Xerox or its authorized service representative of the defect before the expiration of the warranty period. To obtain service under this warranty, the Customer must first contact Xerox Telephone Support personnel or that of its authorized service representative. Telephone Support personnel will work to resolve issues professionally and quickly, however the Customer must reasonably assist Xerox or its authorized representative.

If telephone support is unsuccessful, Xerox or its authorized service representative will provide warranty repair at Customer's site without charge as provided below.

- Service is available within the customary on-site service area in the United States and Canada for products purchased in the United States and Canada.
- Inside the European Economic Area, service is available within the customary on-site service area for products purchased in the EEA.
- Outside the US, Canada, & EEA, service is available within the customary on-site service area in the country of purchase.

Xerox reserves the right to charge for on-site service in exceptional cases.

A description of the customary on-site service area may be obtained from the local Xerox Customer Support Center or authorized Xerox distributor. On-site service is at Xerox or its authorized service representative's sole discretion and is considered an option of last resort.

If the Customer's product contains features that enable Xerox or its authorized service representative to diagnose and repair problems with the product remotely, Xerox may request that the Customer allow such remote access to the product.

In the maintenance of the product, Xerox may use new or equivalent to new parts or assemblies for equal or improved quality. All defective parts and assemblies become the property of Xerox. Xerox, at its option, may request the return of these parts.

Consumables Warranty

Xerox warrants that laser print cartridges will be free from defects in materials and workmanship for a period of one (1) year from date of installation. All other Customer Replaceable Consumables (CRCs) will be covered for a period of ninety (90) days (six (6) months where longer periods are required by law) from the date of installation, but not more than one (1) year from date of shipment. Under this warranty, the Customer must notify Xerox or its authorized service representative of the defect before the expiration of the warranty period. XEROX MAY REQUIRE THAT THE DEFECTIVE CRC BE RETURNED TO A DESIGNATED XEROX DEPOT OR THE XEROX REPRESENTATIVE FROM WHICH THE CRC WAS ORIGINALLY PURCHASED. Claims will be handled according to the current Xerox procedure.

These warranties shall not apply to any defect, failure or damage caused by improper use or improper or inadequate maintenance and care. Xerox shall not be obligated under these warranties:

- a) to repair damage resulting from attempts by personnel other than Xerox representatives to install, repair or service the product unless directed by a Xerox representative;
- b) to repair damage, malfunction, or degradation of performance resulting from improper use or connection to incompatible equipment or memory;
- c) to repair damage, malfunction, or degradation of performance caused by the use of non-Tektronix/Xerox printer supplies or consumables or the use of Tektronix/Xerox supplies not specified for use with this printer;
- d) to repair a product or CRC that has been modified or integrated with other products when the effect of such modification or integration increases the time or difficulty of servicing the product or CRC;
- e) to perform user maintenance or cleaning or to repair damage, malfunction, or degradation of performance resulting from failure to perform user maintenance and cleaning as prescribed in published product materials;
- f) to repair damage, malfunction, or degradation of performance resulting from use of the product in an environment not meeting the operating specifications set forth in the user manual;
- g) to repair this product after the limit of its duty cycle has been reached; all service thereafter shall be billed on a time and material basis;
- h) to replace CRCs that have been refilled, are used up, abused, misused, or tampered with in any way.

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For the software warranty please see the end user license agreement included with the software.

In certain geographies this product is warranted by Fuji Xerox. This statement of warranty does not apply in Japan – please refer to the warranty statement provided in the Japanese user manual for products purchased in Japan.

If you are an Australian consumer, you should be aware that the *Trade Practices Act 1974* and equivalent State and Territory legislation (collectively “**the Acts**”) contain special provisions designed to protect Australian consumers. Nothing in any Fuji Xerox warranty material excludes or limits the application of any provision of any of the Acts, where to do so would contravene the Acts or cause any part of this warranty to be void. In this warranty material, an implied condition or warranty, the exclusion of which from a contract with a “Consumer” (as defined in the Acts) would contravene any provision of the Acts or cause any part or all of this warranty to be void, is called a “Non-excludable Condition”. To the full extent permitted by law, Fuji Xerox’ sole and total liability to the customer for a breach of any Non-excludable Condition (including for any consequential loss suffered by the customer) is limited, except as otherwise stated herein, to (at Fuji Xerox’ option) replacing or repairing the goods, or resupplying, or paying the cost of the resupply of, the services, in respect of which the breach occurred. Subject to the above, all conditions and warranties which would or might otherwise be implied in a Consumer contract, whether by operation of statute, inference from circumstances, industry practice or otherwise, are excluded.

User safety summary

Your printer and the recommended consumable supplies have been designed and tested to meet strict safety requirements. Attention to the following notes will ensure the continued safe operation of your printer.

Electrical Safety

- Use the power cord supplied with your printer.
- Do not use a ground adapter plug to connect the printer to a power source receptacle that lacks a ground connection terminal.
- Plug the power cord directly into a properly grounded electrical outlet. Do not use an extension cord. If you do not know whether an outlet is grounded, ask an electrician to check the outlet.

Warning

Avoid the potential of severe electrical shock by ensuring the printer is properly grounded.

- Do not place the printer where people may step on the power cord.
- Do not place objects on the power cord.
- Do not obstruct the ventilation openings. These openings are provided to prevent overheating of the printer.

Warning

Do not push objects into slots and openings on the printer. Making a contact with a voltage point or shorting out a part could result in fire or electrical shock.

- If you notice unusual noises or odors, switch off the printer power immediately. Disconnect the power cord from the electrical outlet. Call an authorized service representative to correct the problem.
- The power cord is attached to the printer as a plug-in device at the back of the printer. In the event it is necessary to remove all electrical power from the printer, disconnect the power cord from the power receptacle.

- If any of the following conditions occur, switch off the printer power immediately, disconnect the power cord, and call an authorized service representative.
 - The power cord is damaged or frayed.
 - Liquid is spilled into the printer.
 - The printer is exposed to water.
 - Any part of the printer is damaged.

Maintenance Safety

- Do not attempt any maintenance procedure that is not specifically described in the documentation supplied with your printer.
- Do not use aerosol cleaners. The use of supplies that are not approved may cause poor performance and could create a dangerous condition.
- Do not remove the covers or guards that are fastened with screws unless you are installing optional equipment and are specifically instructed to do so. The power cord should be removed when performing these installations. Except for user installable options, there are no parts that you can maintain or service behind these covers.

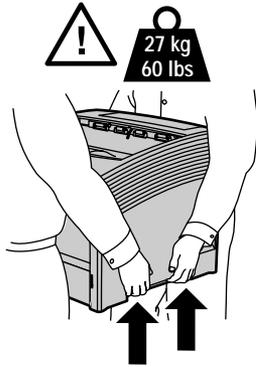
Operational Safety

Your printer and supplies were designed and tested to meet strict safety requirements. These include safety agency examination, approval, and compliance with established environmental standards.

Your attention to the following safety guidelines will help to ensure the continued safe operation of your printer.

- Use the material and supplies specifically designed for your printer. The use of unsuitable materials may result in poor performance and possibly a hazardous situation.
- Follow all warnings and instructions marked on, or supplied with, the printer, options and supplies.
- Place the printer in a dust free, well ventilated area where the temperature range is 5 degrees C to 35 degrees C (41 degrees F to 95 degrees F) and the relative humidity is 15 percent to 85 percent.
- Place the printer in an area where there is adequate space for ventilation, operation and servicing. The recommended minimal spacing is 76 cm (29.9 in.) in front of the printer, 50 cm (19.7 in.) above the printer, 30 cm (11.8 in.) behind the printer, 20 cm (7.9 in.) on the side of the printer with the fan exhaust, and 10 cm (4.0 in.) on the other side. Do not block or cover the slots and openings on the printer. Without adequate ventilation, the printer may overheat.
- For optimum performance, use the printer at elevations below 2,500 meters (8,200 ft.). Use at elevations above 2,500 meters (8,200 ft.) exceeds operability limits.
- Do not place the printer near a heat source.
- Do not place the printer in direct sunlight.
- Do not place the printer in line with the cold air flow from an air conditioning system.

- Place the printer on a level, solid surface with adequate strength for the weight of the machine. The base printer weight without any packaging materials is 27 kg (60 lbs.).
- The printer is heavy, and must be lifted by two people. The illustration below shows the proper technique for lifting the printer.



3925-01

- Exercise care in moving or relocating the printer, it is back-heavy and could tip backward. Follow the recommended procedure when moving the printer from one location to another. Refer to the *Xerox Phaser 5400 Laser Printer Installation Setup poster*.
- Do not place any liquids on the printer.

Warning

Be careful when working in areas inside the printer identified with a warning symbol. These areas may be very hot and could cause personal injury.

- Wait 10-15 seconds between switching the printer off and on.
- Keep hands, hair, neckties, etc., away from the exit and feed rollers.

While printing, follow these precautions:

- Do not remove the media source tray that you have selected in the driver or front panel.
- Do not open the covers.
- Do not switch off the printer power.
- Do not move the printer.

Symbols that may be marked on your product:

DANGER high voltage:



Protective ground (earth) terminal:



Hot surface on or in the printer. Use caution to avoid personal injury:



Use caution. Refer to the manual(s) for information:



Warning

If the product loses the ground connection, usage of knobs and controls (and other conductive parts) can cause an electrical shock. Electrical product may be hazardous if misused.

Warning

For your protection, do not defeat any interlocks.

Overview

Printer components

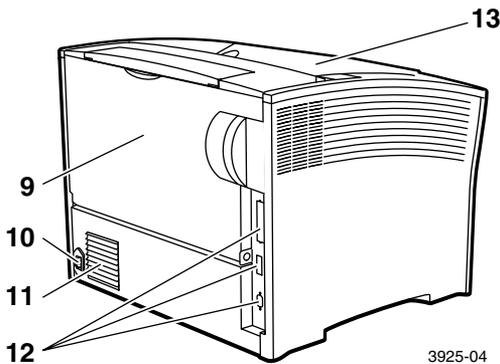
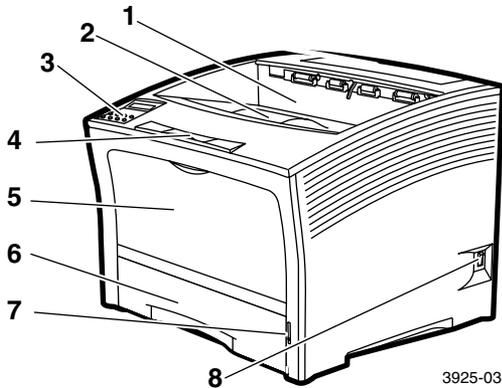
The base printer contains the following major components:

Front view

- 1 Standard output bin
- 2 Paper guide/curl extension
- 3 Control Panel
- 4 Paper support and stopper
- 5 Multi-sheet Bypass Feeder (shown closed)
- 6 Tray 1
- 7 Paper amount indicator
- 8 Power switch

Rear view

- 9 Rear cover (shown closed)
- 10 Power cord receptacle
- 11 Ventilation slots
- 12 Interface connectors (Parallel, USB, Ethernet)
- 13 Top cover (shown closed)



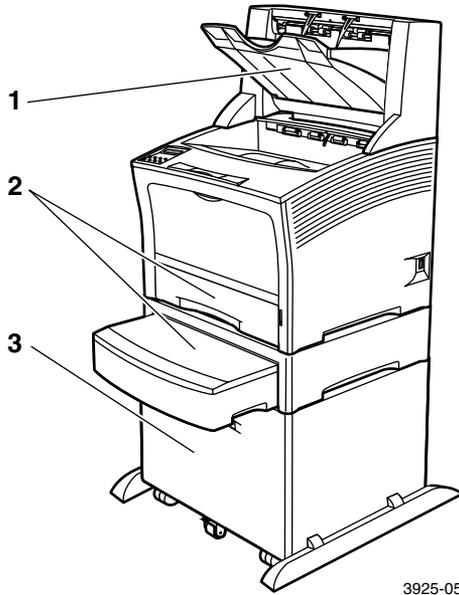
Printer options

Front view

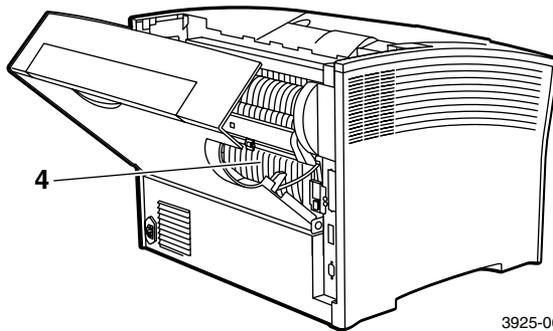
- 1 1,000-Sheet Stacker Bin
- 2 500-Sheet Feeder (A3/Ledger, shown as Tray 2 or A4/Letter, shown as Tray 1)
- 3 2,000-Sheet Feeder (shown as Tray 3)

Rear view

- 4 Duplex Module (shown installed)



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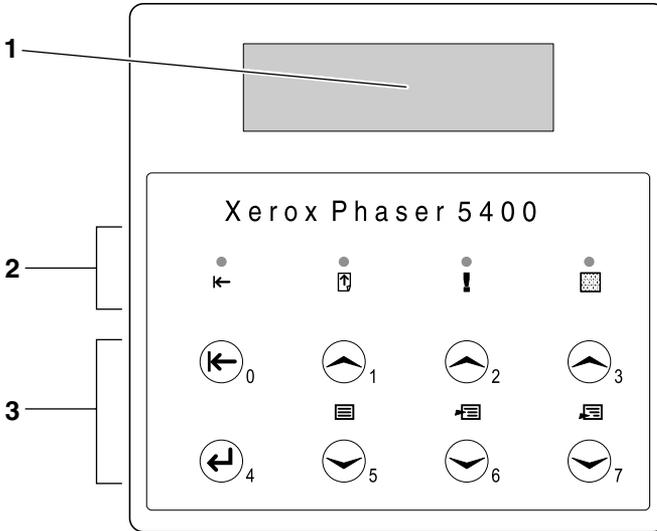


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Control panel

The Xerox Phaser 5400 control panel:

- Displays printer status and jobs in process.
- Provides the means to change printer settings.
- Allows you to print reports (such as the configuration report, which lists the printer's current settings).



3925-07

- 1 Display screen
- 2 Four indicator lights:
 - Online indicator light
 - Form Feed indicator light
 - Fault indicator light
 - Data indicator light
- 3 Eight control panel keys:
 - Online key (Password #0)
 - Enter key (Password #4)
 - Menu Up key (Password #1)
 - Menu Down key (Password #5)
 - Item Up key (Password #2)
 - Item Down key (Password #6)
 - Value Up key (Password #3)
 - Value Down key (Password #7)

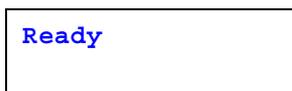
Display screen

The control panel's display screen:

- Provides access to a hierarchy of menus to configure and control the printer. Access the menus by pressing the **Menu** keys (labeled **1** or **5**). For more information on the menu structure, refer to the *Advanced Features and Troubleshooting Manual*.
- Displays information about the status of the printer (or the job in process):

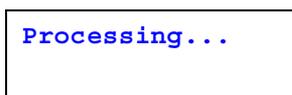
Examples:

- The printer is online and ready to accept print jobs:



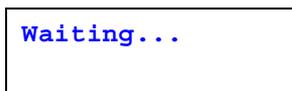
Ready

- The printer is processing data:



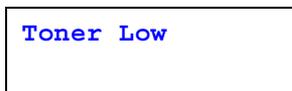
Processing...

- The printer is waiting for more data:



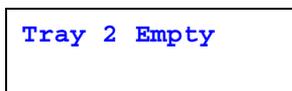
Waiting...

- The printer is low on toner:



Toner Low

- A tray is empty (in this case, Tray 2 is empty and no longer is being used to print):



Tray 2 Empty

- There is a problem (in this case, a paper jam has occurred while feeding from Tray 3):

Tray 3 Jam-
Open Tray 3

For information on using the menus, refer to the *Advanced Features and Troubleshooting Manual* on your printer's CD-ROM.

Power saver feature

Products that carry the ENERGY STAR® label are designed to use less energy, help you save money on Utility bills, and help protect the environment.

Your Phaser 5400 laser printer is preset at the factory to enter a "low power" state after a specified period of non-use. In this mode, the printer systems are shut down. When a print job is initiated, it will wake up the printer. The recovery time is approximately 30 seconds.

The default setting (*) for your printer to enter a power saver mode is 60 minutes. To change the default time setting, follow these steps on the control panel:

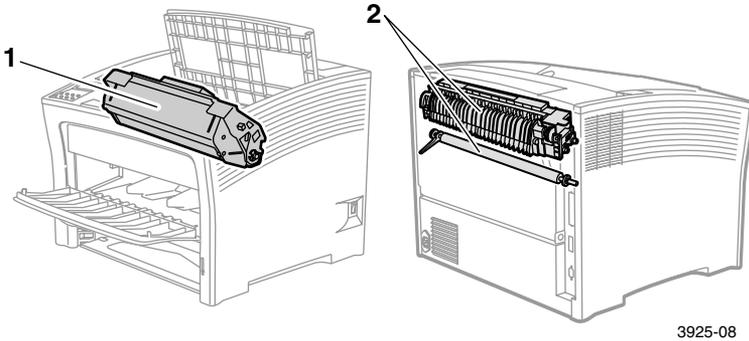
1. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **System Menu**.
2. Press the **Item** keys (labeled **2** or **6**) to scroll to **Power Saver**.
3. Press the **Value** keys (labeled **3** or **7**) to scroll to the appropriate selection: **Off**, **15**, **30**, **60***, **90**, **120**, or **180 minutes**.
4. Press the **Enter** key (labeled **4**).
5. Press the **On Line** key (labeled **0**) to exit the menus.

For additional information on power consumption and settings, refer to the *Advanced Features and Troubleshooting Manual*.

Xerox supplies and accessories

The following are the printer's Customer-Replaceable Consumables (CRCs):

- 1 Laser Print Cartridge (accessed through the top cover)
- 2 Maintenance Kit (Fuser and Bias Transfer Roll)



Your printer displays messages on the control panel when user intervention is required. Attention messages do not result in printer shutdown, but warn of an action that should be taken to avert a shutdown.

An empty Laser Print Cartridge or expended maintenance item may reduce print quality and/or prevent printing.

- Keep consumables and maintenance items in supply.
- Add or replace when prompted by the printer.

To order supplies and accessories, contact your local dealer, or visit the Xerox web site: **www.xerox.com/officeprinting**

Customer-Replaceable Consumables

Item	Average Life	Part Number
Laser Print Cartridge	20,000 prints*	113R00495
Maintenance Kit	200,000 prints	109R00521 for 110 V (60 Hz)
■ Contains: a Fuser Cartridge, Bias Transfer Roll, cleaning cloth, and instructions.		109R00522 for 220 V (50 Hz)

* Average life of a Laser Print Cartridge is based on page coverage of 5 percent using Letter- or A4-size paper. The printer displays a message on the control panel when the toner is low and when you need to replace the Laser Print Cartridge.

Xerox professional printing paper

Item	Size	Description	Part Number
Standard Papers			
Xerox 4024 DP	Letter (U. S.) 8.5 x 11 in.	20 lbs. (75 g/m ²)	3R721
Xerox Business Multi-purpose 4200	Letter (U. S.) 8.5 x 11 in.	20 lbs. (75 g/m ²)	3R2047
Xerox 4024 DP 3-hole punch	Letter (U. S.) 8.5 x 11 in.	20 lbs. (75 g/m ²)	3R2193
Xerox 4024 DP	Legal 8.5 x 14 in.	20 lbs. (75 g/m ²)	3R727
Xerox 4024 DP	Ledger 11 x 17 in.	20 lbs. (75 g/m ²)	3R729
Xerox Premier Paper	A4 (Metric Letter) 210 x 297 mm	80 g/m ²	3R91805
Xerox Business Paper	A4 (Metric Letter) 210 x 297 mm	80 g/m ²	3R91820
Xerox Cover Stock	Letter (U. S.) 8.5 x 11 in.	65 lbs. (243 g/m ²)	3R3041
Alternative Paper			
Xerox Image Series Smooth	Letter (U. S.) 8.5 x 11 in.	20 lbs. (75 g/m ²)	3R54
Recycled Paper			
Xerox Planet Plus	A4 (Metric Letter) 210 x 297 mm	80 g/m ²	3R90652

Xerox transparency film

Item	Size	Part Number
Xerox Clear	Letter (U. S.) 8.5 x 11 in.	3R3117
Xerox Paperback, Clear	Letter (U. S.) 8.5 x 11 in.	3R3028
Xerox Type C, Plain	A4 (Metric Letter) 210 x 297 mm	3R96002

Xerox labels

Size	Description	Part Number
A4 (Metric Letter) 210 x 297 mm	24 labels per sheet	3R96178
Letter (U.S.) 8.5 x 11 in.	30 labels per sheet	3R4469

Options

Option and Features	Part Number
Hard Disk Drive <ul style="list-style-type: none"> ■ 2+ Gbyte hard drive ■ Store resources, fonts, forms, and macros; enables uninterrupted large-job collation 	097S02806
A3-/Ledger-/Legal-size Cassette <ul style="list-style-type: none"> ■ Additional/Replacement - Tray only 	109R00523
A4-/Letter-size Cassette <ul style="list-style-type: none"> ■ Additional/Replacement - Tray only 	109R00524
500-Sheet Feeder with A3-/Ledger-size tray <ul style="list-style-type: none"> ■ Additional media tray and feeder ■ A3-/Ledger-size tray is interchangeable with Tray 1 or any 500-Sheet Feeder 	097S02711
500-Sheet Feeder with A4-/Letter-size tray <ul style="list-style-type: none"> ■ Additional media tray and feeder ■ A4-/Letter-size tray is interchangeable with Tray 1 or any 500-Sheet Feeder 	097S02712

Options (cont'd.)

Option and Features	Part Number
2,000-Sheet Feeder <ul style="list-style-type: none"> ■ Enables loading of up to 2,000 sheets of paper of A4- or Letter-size ■ Increased paper-printing capacity ■ Increased printing versatility and convenience 	097S02714
1,000-Sheet Stacker Bin <ul style="list-style-type: none"> ■ Enables stacking of up to 1,000 sheets of paper ■ Supplements the standard output bin 	097S02715
Duplex Module <ul style="list-style-type: none"> ■ Enables <i>automatic</i> duplex capability 	097S02713
Memory (DIMMs)	
<ul style="list-style-type: none"> ■ Increases the font capability and enhances the speed of data transfer and complex page processing ■ Memory kits available in three configurations, packaged in single units each: 	
<ul style="list-style-type: none"> ■ 16 Mbytes 	097S02356
<ul style="list-style-type: none"> ■ 32 Mbytes 	097S02357
<ul style="list-style-type: none"> ■ 64 Mbytes 	097S02358
Flash Memory (DIMMS)	097S02360
<ul style="list-style-type: none"> ■ Provides 8 Mbytes of memory for storage of downloaded fonts and overlays 	

Print Media

Storing paper

- Store the paper on a flat surface, in a relatively low-humidity environment.
- Avoid storing paper in such a way as to cause wrinkling, bending, curling, etc.
- Do not unwrap paper until you are ready to use it, and rewrap any paper you are not using.
- Do not expose paper to direct sunlight or high humidity.

Paper weights

Acceptable Weight	Input Source
60-200 g/m ² (16 lb. bond to 110 lbs. card stock)	Main 500-Sheet Tray Optional 500-Sheet Feeders 2,000-Sheet Feeder
60-135 g/m ² (16 lb. bond to 36 lbs. bond)	Multi-sheet Bypass Feeder
60-105 g/m ² (16 - 28 lbs. bond)	Duplex Module

Capacities of input sources

Input Source	Capacity
Tray 1	500
<ul style="list-style-type: none">■ Standard 500 sheet input source.	
Tray 2	500*
<ul style="list-style-type: none">■ Optional input source installed immediately below Tray 1.■ May be a 500-Sheet Feeder or the 2,000-Sheet Feeder.	
Tray 3	500*
<ul style="list-style-type: none">■ Optional input source installed immediately below Tray 2.■ Only available if Tray 2 is not the 2,000-Sheet Feeder.■ May be another 500-Sheet Feeder or the 2,000-Sheet Feeder.	
Multi-sheet Bypass Feeder	150
<ul style="list-style-type: none">■ Functions as either a single sheet manual feed tray or a tray for up to 150 sheets.	

* All capacities assume a typical paper weight of 80 g/m² (20 lbs.). Capacities will differ with other weights.

Note: Do not load paper above the indicated mark located on the back or side of the tray.

Supported media and media sizes

Media	Media Size	Tray 1, Tray 2, Tray 3			Multi-sheet Bypass Feeder
		A4/Letter	A3/Ledger	2,000 sheet feeder	
A3	297 x 420 mm	-	SEF ⁽²⁾	-	SEF
A4	210 x 297 mm	LEF	LEF	LEF	LEF
A5	148 x 210 mm	LEF ⁽²⁾	LEF ⁽²⁾	-	LEF
A6	105 x 148 mm	-	-	-	LEF ⁽¹⁾
B4-JIS	257 x 364 mm	-	SEF	-	SEF
B5-JIS	182 x 257 mm	LEF ⁽²⁾	LEF ⁽²⁾	-	LEF
Statement	5.5 x 8.5 in.	LEF ⁽³⁾	LEF ⁽³⁾	-	LEF
Executive	7.25 x 10.5 in.	LEF ⁽³⁾	LEF ⁽³⁾	-	LEF
Letter	8.5 x 11 in.	LEF	LEF	LEF	LEF
Folio	8.5 x 13 in.	-	SEF	-	SEF
Legal	8.5 x 14 in.	-	SEF	-	SEF
Ledger	11 x 17 in.	-	SEF ⁽³⁾	-	SEF
Envelopes					
COM-10	4.1 x 9.5 in.	LEF ⁽¹⁾⁽³⁾	-	-	LEF ⁽¹⁾
Monarch	3.8 x 7.5 in.	LEF ⁽¹⁾⁽³⁾	-	-	LEF ⁽¹⁾
DL	110 x 220 mm	LEF ⁽¹⁾⁽²⁾	-	-	LEF ⁽¹⁾
C5	162 x 229 mm	LEF ⁽¹⁾	-	-	LEF ⁽¹⁾
Transparencies					
A4	210 x 297 mm	LEF ⁽¹⁾	LEF ⁽¹⁾	-	LEF ⁽¹⁾
Letter	8.5 x 11 in.	LEF ⁽¹⁾	LEF ⁽¹⁾	-	LEF ⁽¹⁾
Labels					
A4	210 x 297 mm	LEF ⁽¹⁾	LEF ⁽¹⁾	-	LEF ⁽¹⁾
Letter	8.5 x 11 in.	LEF ⁽¹⁾	LEF ⁽¹⁾	-	LEF ⁽¹⁾

SEF = Short-Edge Feed, LEF = Long-Edge Feed

⁽¹⁾ Simplex (one-sided) printing only.

⁽²⁾ Only when Defaults = Millimeters in the Control Panel System Menu.

⁽³⁾ Only when Defaults = Inches in the Control Panel System Menu.

Custom paper sizes

Acceptable sizes	Tray 1, Tray 2, Tray 3			Multi-sheet Bypass Feeder
	A4/Letter	A3/Ledger	2,000 sheet feeder	
Simplex				
Width	148 - 297 mm 5.83 - 11.69 in.	210 - 297 mm 8.27 - 11.69 in.	None	76.2 - 305 mm 3 - 12 in.
Length	98.4 - 216 mm 3.875 - 8.5 in.	139.7 - 431.8 mm 5.5 - 17 in.	None	98.4 - 508 mm 3.875 - 20 in.
Duplex				
Width	182 - 297 mm 7.16 - 11.69 in.	210 - 297 mm 8.27 - 11.69 in.	None	182 - 297 mm 7.16 - 11.69 in.
Length	139.7 - 216 mm 5.5 - 8.5 in.	139.7 - 431.8 mm 5.5 - 17 in.	None	139.7 - 431.8 mm 5.5 - 17 in.

Unacceptable media

The following media are unacceptable for use in the printer. Their use may cause high rates of jamming and other paper-handling problems:

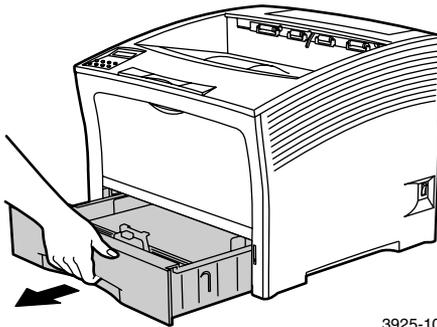
- Excessively thick or thin paper
- Heavily textured paper
- Paper that has already been printed on (pre-printed letterhead is allowed)
- Wrinkled, torn, or bent paper
- Moist or wet paper
- Curled paper
- Paper with an electrostatic charge
- Glued paper
- Paper with special coating
- Paper unable to withstand a temperature of 150 degrees C (302 degrees F)
- Thermal paper
- Carbon paper
- Paper with paper fasteners, ribbons, staples, tape, etc. attached
- Label stock with exposed backing sheet

Loading Media

Loading media in Tray 1, 2, or 3

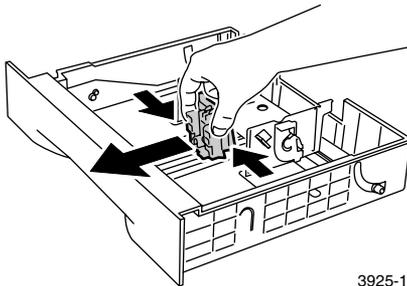
A4-/Letter-Size Tray

1. Remove the tray from the printer:
 - a. Pull out the tray until it stops.
 - b. Gently remove the tray from the printer while lifting up.
 - c. Place the tray on a flat surface.

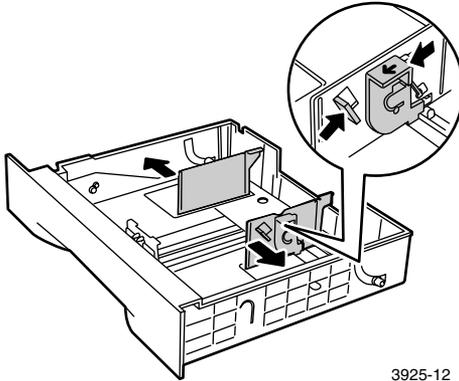


If you are loading paper of the same size, skip to Step 4.

2. Gently squeeze the length guide, lift it up, and slide it all the way out of the tray.

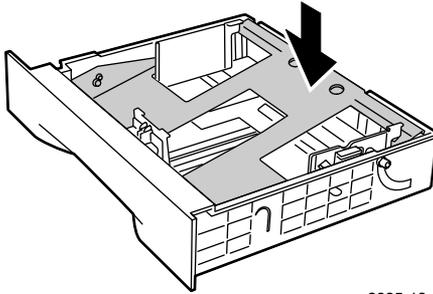


3. Gently squeeze the side guides and slide them all the way out of the tray.



3925-12

4. If the tray's metal base plate remains raised, press it down to lock it.

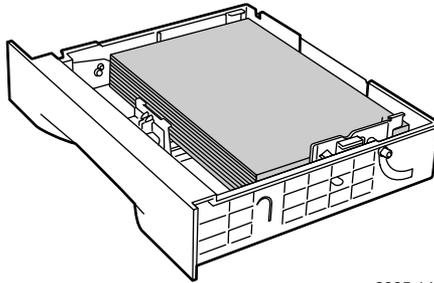


3925-13

Note

To reduce the possibility of misfeeds and jams, fan the stack of paper before inserting it into the tray.

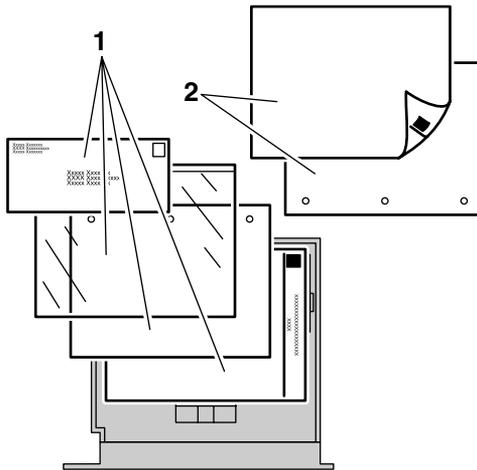
- 5. Align the four corners of the paper stack and insert it into the tray following the simplex and duplex instructions below. Make sure that the paper is placed at the center of the tray, under the retaining clips on both sides.



3925-14

Top view of tray:

- 1. Simplex printing, 2. Duplex printing

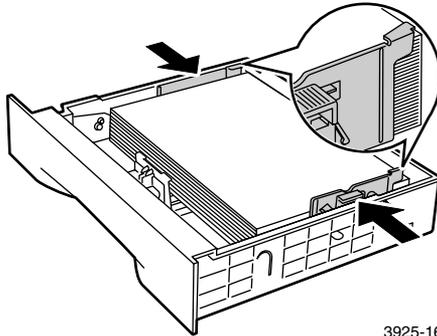


3925-15

6. While pressing the side guides, adjust them to the paper width.

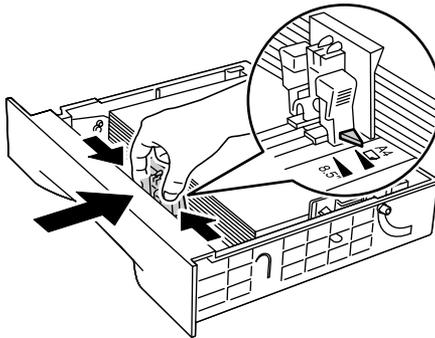
Note

To avoid misfeeds and jams, make sure that the stack is under the retaining clips on both sides and adjust the side guides to the correct size.



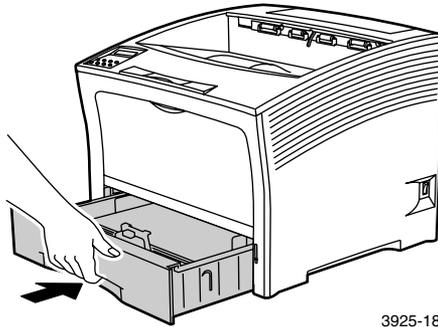
3925-16

7. When the side guides are aligned, adjust the length guide to the paper length.



3925-17

8. Insert the tray completely into the printer. Make sure that it is properly seated.

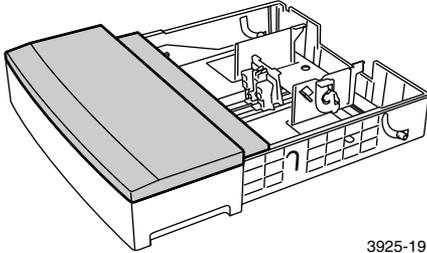


3925-18

9. If you changed the type of paper in the tray, use the control panel to specify the paper type:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Tray Menu**.
 - b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Tray 1 Type, Tray 2 Type, or Tray 3 Type**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to the correct paper type (plain, preprinted, letterhead, etc.).
 - d. Press the **Enter** key (labeled **4**).
 - e. Press the **On Line** key (labeled **0**) to exit the menus.

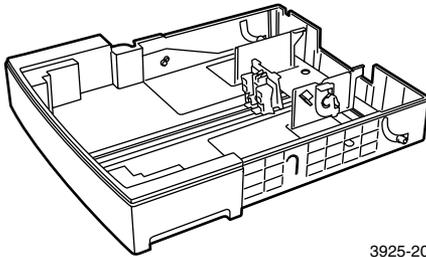
A3-/Ledger-Size Tray

1. Remove the tray from the printer:
 - a. Pull out the tray until it stops.
 - b. Gently remove the tray from the printer while lifting up.
 - c. Place the tray on a flat surface.



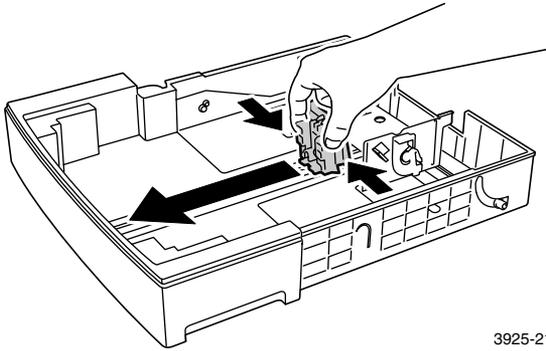
3925-19

2. Remove the tray cover.
If you are loading paper of the same size, skip to Step 5.



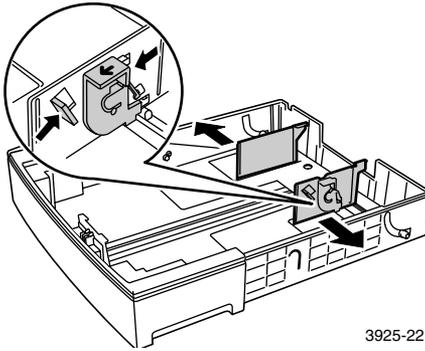
3925-20

3. Gently squeeze the length guide, lift it up, and slide it all the way out of the tray.



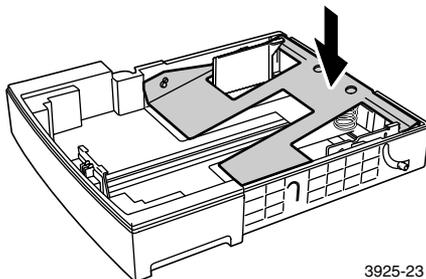
3925-21

4. Gently squeeze the side guides and slide them all the way out of the tray.



3925-22

5. If the tray's metal base plate remains raised, press it down to lock it.

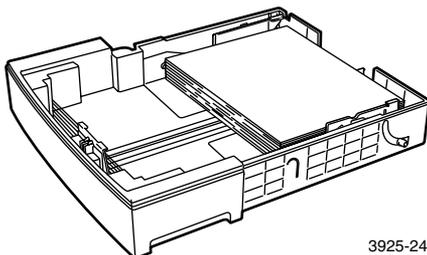


3925-23

Note

To reduce the possibility of misfeeds and jams, fan the stack of paper before inserting it into the tray.

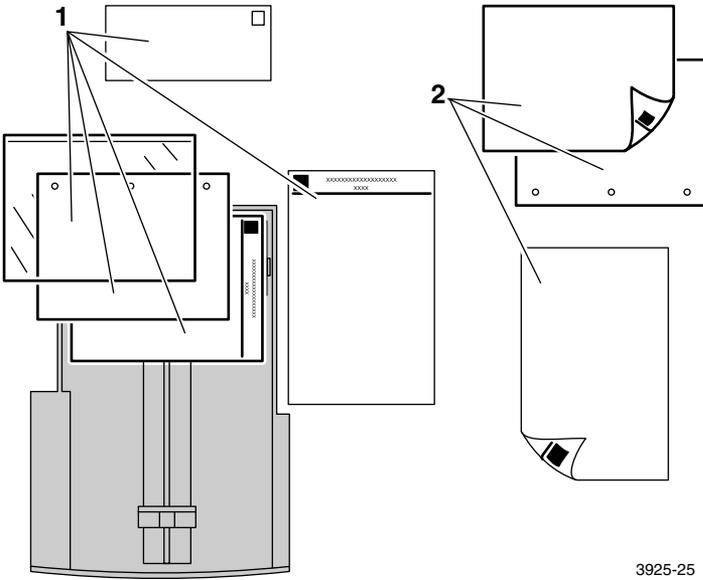
6. Align the four corners of the paper stack and insert it into the tray with the side to be printed on facing up. Make sure that the paper is placed at the center of the tray, under the retaining clips on both sides.



3925-24

Top view of tray:

1. Simplex printing, 2. Duplex printing

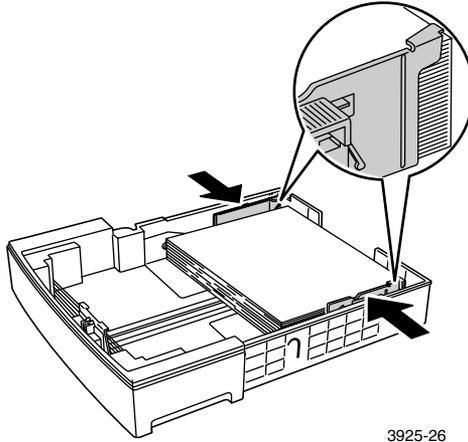


3925-25

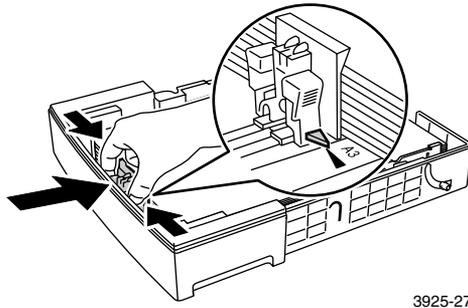
7. While pressing the side guides, adjust them to the paper width.

Note

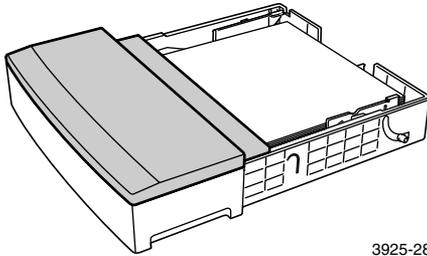
To avoid misfeeds and jams, make sure that the stack is under the retaining clips on both sides and adjust the side guides to the correct size.



8. When the side guides are aligned, adjust the length guide to the paper length.

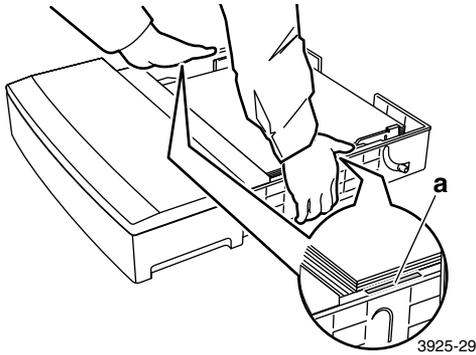


9. Replace the tray cover.



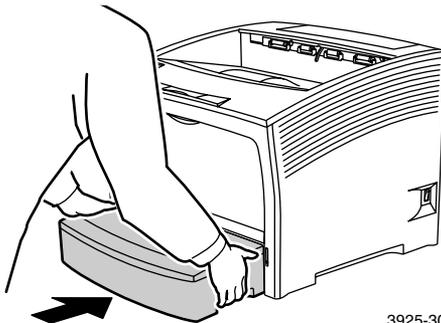
3925-28

10. Hold the tray at the green labels (a) and insert it into the printer.



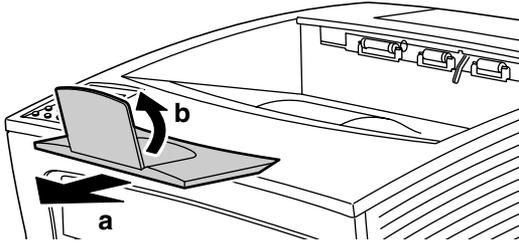
3925-29

11. Push the tray completely into the printer. Make sure that it is properly seated.



3925-30

12. When using large-size media:
 - a. Pull out the paper support.
 - b. Lift up the stopper.

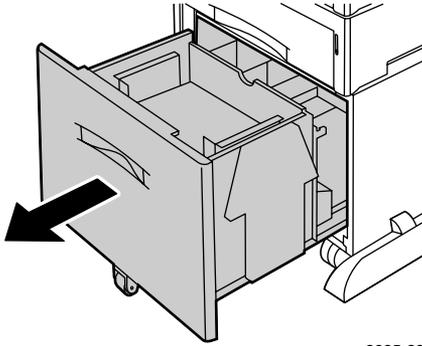


3925-31

13. If you changed the type of paper in the tray, use the control panel to specify the paper type:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Tray Menu**.
 - b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Tray 1 Type, Tray 2 Type, or Tray 3 Type**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to the correct paper type (plain, preprinted, letterhead, etc.).
 - d. Press the **Enter** key (labeled **4**).
 - e. Press the **On Line** key (labeled **0**) to exit the menus.

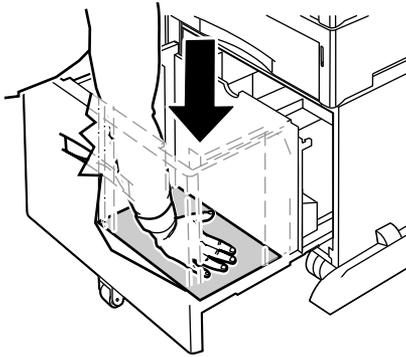
2,000-Sheet Feeder

1. Pull out the tray until it stops.



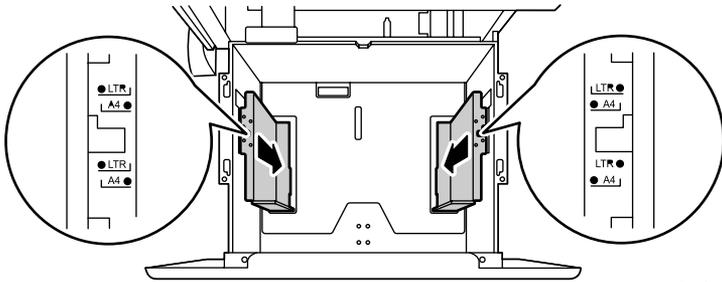
3925-32

2. Push down the tray before loading paper.
If you are loading paper of the same size, skip to Step 4.



3925-33

- Adjust the paper guides to the size of the paper by opening the release tabs and inserting them into the desired guide holes.



3925-34

- Prepare a stack of paper for loading by fanning it and holding it with both hands.

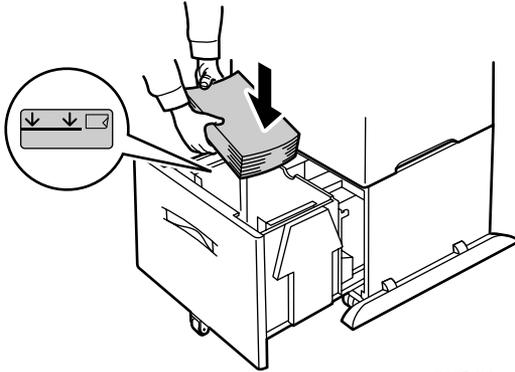


3925-35

5. Gently load the stack of paper into the tray.

Note

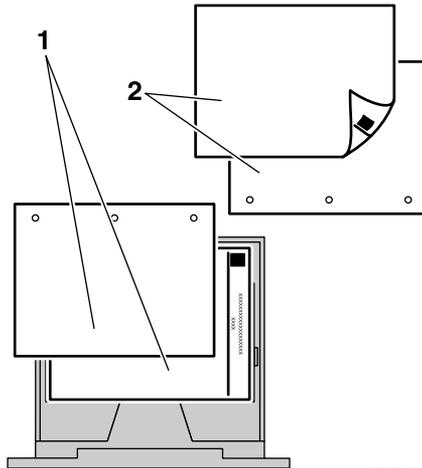
Make sure that the stack does not exceed the maximum level indicated on the tray; misfeeds may occur.



3925-36

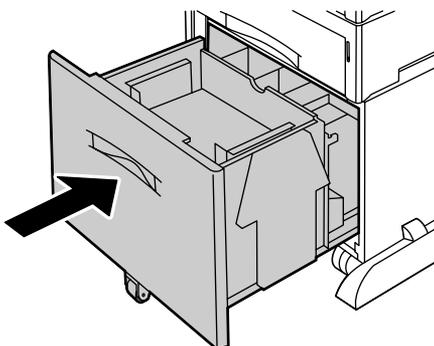
Top view of tray:

1. Simplex printing
2. Duplex printing



3925-37

6. Push the tray all the way back into the feeder.



3925-38

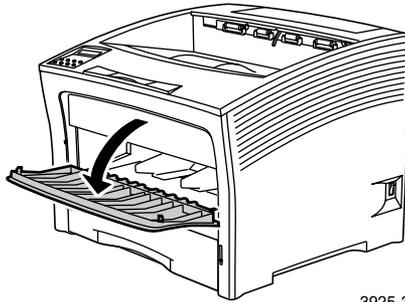
7. If you changed the type of paper in the tray, use the control panel to specify the paper type:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Tray Menu**.
 - b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Tray 2 Type** or **Tray 3 Type**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to the correct paper type (plain, preprinted, letterhead, etc.).
 - d. Press the **Enter** key (labeled **4**).
 - e. Press the **On Line** key (labeled **0**) to exit the menus.

Multi-sheet Bypass Feeder

1. Open the Multi-sheet Bypass Feeder door by pulling the latch at the top center.

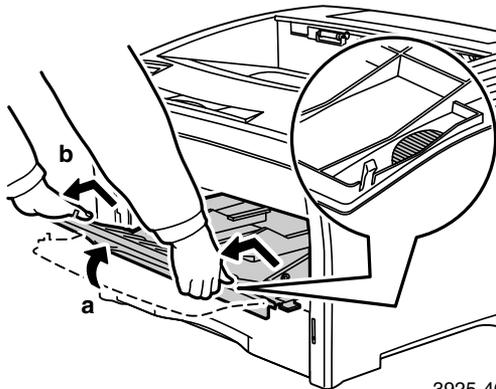
Caution

To prevent possible damage to the Multi-sheet Bypass Feeder, do not exert strong pressure on it or place any heavy objects on it.



3925-39

2. If you intend to load envelopes, postcards or other small-size paper, you need to extend the Multi-sheet Bypass Feeder.
 - a. Hold both sides of the feeder where indicated and tilt it up slightly.
 - b. Gently lift up the feeder and pull out toward you until it stops.

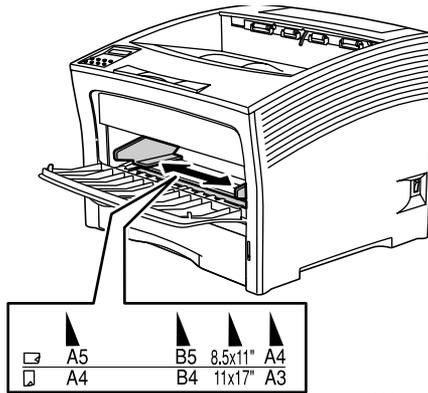


3925-40

- Adjust the paper guide to fit the media you intend to use.

Note

To prevent possible jams, be sure to adjust the guides correctly and do not overload the tray.

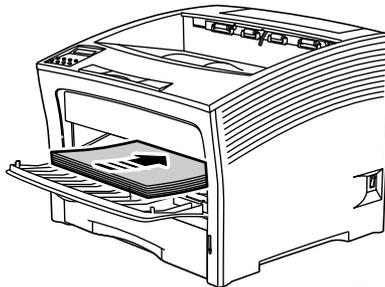


3925-41

- Align the four corners of the paper and place it into the tray with the side to be printed facing *up*.

Note

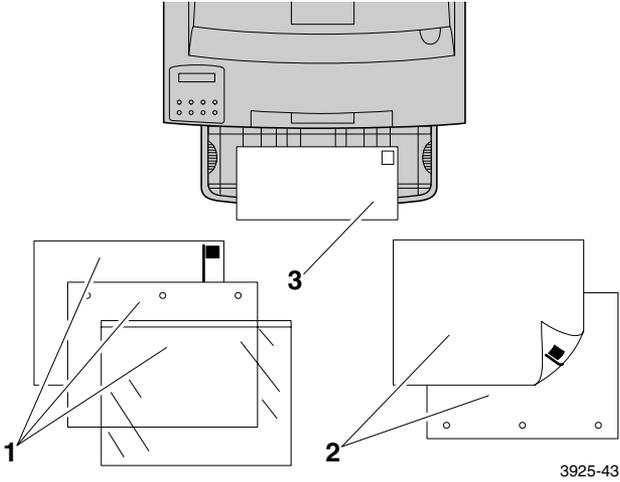
Be sure to insert the paper all the way in until it gently touches the stopper inside the printer.



3925-42

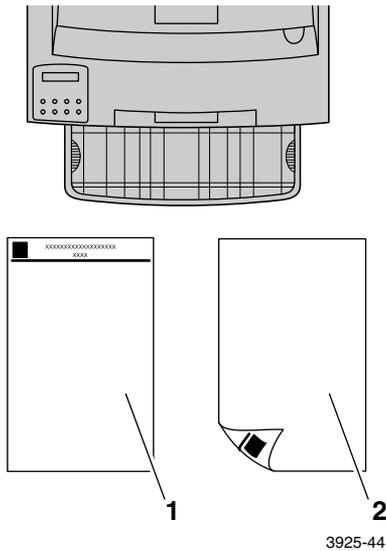
Long-Edge Feed Orientation

1. Simplex orientations,
2. Duplex orientations,
3. Envelope orientation

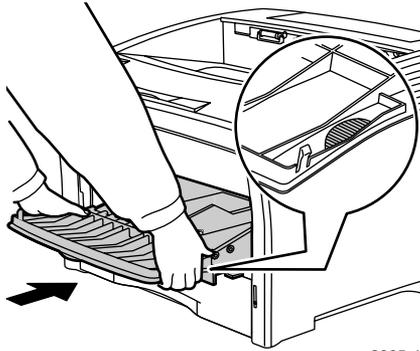


Short-Edge Feed Orientation

1. Simplex orientation,
2. Duplex orientation

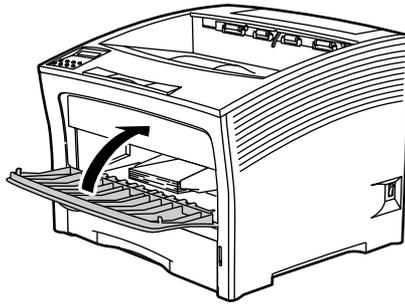


5. If you extended the Multi-sheet Bypass Feeder in Step 2, return it to its normal position:
 - a. Hold both sides of the Multi-sheet Bypass Feeder where indicated.
 - b. Push the feeder straight back into the printer until it stops.



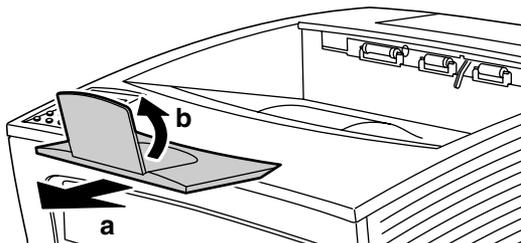
3925-45

6. When the media fits within the Multi-sheet Bypass Feeder enclosure, close the door.



3925-46

7. When using large-size media:
 - a. Pull out the paper support.
 - b. Lift up the stopper.



3925-31

8. If you changed the type or size of paper in the Multi-sheet Bypass Feeder, use the control panel to specify the paper type and/or size:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Tray Menu**.
 - b. If you changed the type of media, press the **Item** keys (labeled **2** or **6**) to scroll to **MBF Type**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to the correct paper type (plain, preprinted, letterhead, etc.).
 - d. Press the **Enter** key (labeled **4**).
 - e. If you changed the size of the media, press the **Item** keys to scroll to **MBF Size**.
 - f. Press the **Value** keys to scroll to the correct paper size (letter, A4, etc.).
 - g. Press the **Enter** key.
 - h. Press the **On Line** key (labeled **0**) to exit the menus.

Printing Jobs

When you print a job, you can use the print driver to select the following features:

- Paper source
- Output bin — see *page 38*.
- Paper size and media to use:
 - Special paper — see *page 39*.
 - First page different — see *page 39*.
 - Envelopes — see *page 41*.
 - Labels — see *page 43*.
 - Transparencies — see *page 45*.
- Single- or double-sided printing (if the Duplex Module is installed); see *page 47*.
- Orientation — see *page 49*.

For information on the following features, refer to the printer driver help or the *Advanced Features and Troubleshooting Manual* on your printer's CD-ROM:

- Collating copies
- Custom (nonstandard) paper sizes, suitable for the Multi-sheet Bypass Feeder or any of the 500-sheet paper trays.
- Draft mode, which reduces the amount of toner required per page at the expense of lower print quality (intended for occasional proof printing of high-density documents).
- Booklet-style printing (if your printer has the optional Duplex Module).

- N-up, where N number of pages are printed on a single physical sheet of paper (useful for previewing a document's layout).
- Secure printing and proof printing (if your printer has the optional hard drive).
- Edge-to-edge printing, where text and images are printed to the physical edge of the page. (There may be some loss of data at the edge due to mechanical and physical restraints.)
- Watermark and overlay, which print background text across the first page or every page of the document.

Output

Standard Bin

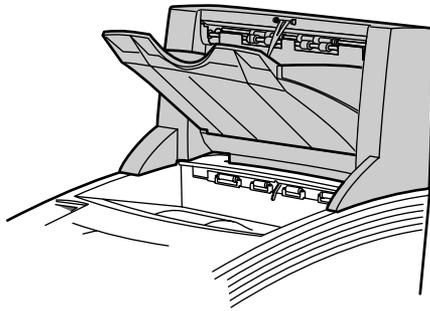
The Standard Output Bin holds approximately 500 sheets.

Direct your print job to the Standard Bin in one of two ways:

- From the printer's driver, select **Standard Bin**.
- From the printer's control panel, select **Output Dest.**

1,000-Sheet Stacker Bin

The 1,000-Sheet Stacker Bin is an optional output device for your printer.



3925-48

It can be used as an additional 1,000-sheet capacity output bin to supplement the 500-Sheet Standard Output Bin.

Direct your print job to the Stacker Bin in one of two ways:

- From the printer's driver, select **Stacker Bin**.
- From the printer's control panel, select **Output Dest.**

Refer to the *Advanced Features and Troubleshooting Manual* on the printer's CD-ROM for detailed instructions on configuring the 1,000-Sheet Stacker Bin for use.

Printing on special paper

You can print on letterhead, preprinted paper, prepunched paper, color paper, and card stock. Check the allowable paper size on *page 12*. Check the allowable paper weight on *page 10*.

At the printer:

1. Insert the special paper into either a tray or the Multi-sheet Bypass Feeder. For letterhead, preprinted, and prepunched paper, be sure that the special paper is oriented correctly, depending upon whether you will be printing single-sided or double-sided.
 - For the A4/Letter tray, see *page 17*; for A3/Ledger tray, see *page 23*; or for the 2,000-Sheet Feeder, see *page 29*.
 - For the Multi-sheet Bypass Feeder, see *page 33*.
2. If you changed the type of paper in a tray or the type or size of paper in the Multi-sheet Bypass Feeder, use the control panel to select the paper type and size.
 - For the A4/Letter tray, see *page 19*; for A3/Ledger tray, see *page 26*; or for the 2,000-Sheet Feeder, see *page 30*.
 - For the Multi-sheet Bypass Feeder, see *page 35*.

(Trays 1, 2, and 3 have paper size sensors, so you don't need to specify the paper size.)

For the Windows 95/98/Me (PS/PCL5e) operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox Phaser 5400 laser printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Output** tab.
5. Click the **Select Paper** button.
6. From the **Select Paper** dialog box, select the **Document Body** tab.
7. From the drop-down list under **Media Type**, select the type of paper.
8. If you want another paper used for the cover:
 - a. From the **Select Paper** dialog box, select the **First Page** tab.
 - b. Check the **First Page Different** box.

- c. From the drop-down list under **Media Type**, select the type of paper.
9. Click the **OK** button to save the paper selections.
10. Click the **OK** button to save the properties.
11. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox Phaser 5400 laser printer driver.
3. Open the **Properties** dialog box.
4. Select your tab:
 - For Windows 2000, select the **Paper/Quality** tab.
 - For Windows NT, select the **Advanced** tab and **Paper/Output**.
5. From the drop-down list under **Media**, select any special paper type.
6. For Windows 2000, click the **Advanced** button if you want another paper type for the cover. For Windows NT, skip to Step #7.
7. Under **Document Options**, select **Enabled** from the drop-down list for **First Page Different**.
8. Open the **First Page Different** option by clicking on the + sign.
9. From the **First Page Media Type** drop-down list, choose the type you want to use.
10. For Windows 2000, click the **OK** button to save the Advanced options, then click **OK** to save the properties. For Windows NT, click the **OK** button to save the properties.
11. Send the job to the printer.

For the Windows NT (PCL6) operating system:

Note

PCL6 does not support Media Type.

Printing envelopes

At the printer:

1. Insert the envelopes:
 - A4/Letter tray — see *page 17*.
 - Multi-sheet Bypass Feeder — see *page 33*.
2. Be sure that the envelopes are oriented in the following manner:
 - Surface to be printed is **face-up**.
 - Top of the envelope enters the printer **first**.
3. If you changed the paper type in a tray or the type or size of the envelopes in the Multi-sheet Bypass Feeder, use the control panel to select the paper type and size. Ordinarily the type should be set to **Envelope**. Refer to *page 19* for the A4/Letter tray and *page 35* for the Multi-sheet Bypass Feeder.

For the Windows 95/98/Me (PS/PCL5e) operating system:

1. Create an envelope document of the correct size.
 - Many applications include a tool for creating an envelope document. For example, Microsoft Word includes an **Envelopes and Labels** feature under the **Tools** menu.
 - Otherwise, create a document using the following selections:
 - Paper size: the size of the envelope
 - Orientation: Landscape
2. In your application, select **File** and then **Print**.
3. Select the Xerox Phaser 5400 laser printer driver.
4. Open the **Properties** dialog box.
5. Select the **Paper/Output** tab.
6. From the drop-down list under **Orientation**, select **Landscape**.
7. Click the **Select Paper** button.
8. From the **Select Paper** dialog box, select the **Document Body** tab.
9. From the drop-down list under **Paper Size**, select the size of envelope.

10. If you want to use a particular source, such as the Multi-sheet Bypass Feeder, select it from the drop-down list under **Paper Tray**.
11. From the drop-down list under **Media Type**, select the media type.
12. Click the **OK** button to save the paper selections.
13. Click the **OK** button to save the properties.
14. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox Phaser 5400 laser printer driver.
3. Open the **Properties** dialog box.
4. Select the **Layout** tab.
5. Under **Orientation**, select **Landscape**.
6. Click the **Advanced** button.
7. From the drop-down list under **Paper Size**, select the envelope size.
8. Click the **OK** button to save the properties.
9. Send the job to the printer.

For the Windows NT (PCL6) operating system:

Note

PCL6 does not support Media Type.

Guidelines for envelope printing:

- Use only the supported envelope sizes.
- Never use envelopes with windows or metal clasps; they will damage the printer.
- Never have exposed gummed surfaces.

- Keep unused envelopes in their packaging to avoid the effects of moisture and dryness, which can affect print quality and cause wrinkling.
- Only print single-sided.
- Don't load envelopes above the indicated mark.
- Envelopes cannot be sent to the 1,000-Sheet Stacker Bin.

Printing labels

You can print labels from the trays or the Multi-sheet Bypass Feeder.

At the printer:

1. Insert the label sheets into the trays or the Multi-sheet Bypass Feeder in the following manner:
 - Side to be printed is **face-up** in trays.
 - The long edge of the sheet enters the printer **first**.
 - Don't load labels above the indicated mark on the back of the tray or side of the Multi-sheet Bypass Feeder.
2. If you changed the type of media in a tray or the type or size in the Multi-sheet Bypass Feeder, use the control panel to select the media type and size.
 - For the A4/Letter tray, see *page 19*; for A3/Ledger tray, see *page 26*; or for the 2,000-Sheet Feeder, see *page 30*.
 - For the Multi-sheet Bypass Feeder, see *page 35*.(Trays 1, 2, or 3 have paper-size sensors, so you don't need to specify the paper size.)

For the Windows 95/98/Me (PS/PCL5e) operating system:

1. Create a document with text located in the correct areas. Refer to the instructions included with the labels for margin settings.
2. In your application, select **File** and then **Print**.
3. Select the Xerox Phaser 5400 laser printer driver.
4. Open the **Properties** dialog box.
5. Select the **Paper/Output** tab.
6. Click the **Select Paper** button.

7. From the **Select Paper** dialog box, select the **Document Body** tab.
8. From the drop-down list under **Media Type**, select **Labels**.
9. Click the **OK** button to save the media selections.
10. Click the **OK** button to save the properties.
11. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox Phaser 5400 laser printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Quality** tab.
5. From the **Media** drop-down list, select **Labels**.
6. Click the **OK** button to save the properties.
7. Send the job to the printer.

For the Windows NT (PCL6) operating system:

Note

PCL6 does not support Media Type.

Guidelines for printing on labels:

- Use Xerox labels; refer to *page 8* for information.
- If any of the labels on a sheet are missing, do not use that sheet; it may damage printer components.
- Only print single-sided.
- Labels cannot be sent to the 1,000-Sheet Stacker Bin.

Printing transparencies

You can print transparencies from the trays or the Multi-sheet Bypass Feeder.

At the printer:

1. Insert the transparencies into a tray or the Multi-sheet Bypass Feeder:
 - Rough side is **up**.
 - Smooth side is **down**.
 - The stripe enters the printer first.
 - Don't load transparencies above the indicated mark on the back of the tray or side of the Multi-sheet Bypass Feeder.
2. If you changed the type of media in a tray or the type or size in the Multi-sheet Bypass Feeder, use the control panel to select the media type and size:
 - For the A4/Letter tray, see *page 19*; for A3/Ledger tray, see *page 26*; or for the 2,000-Sheet Feeder, see *page 30*.
 - For the Multi-sheet Bypass Feeder, see *page 35*.(Trays 1, 2, and 3 have paper size sensors, so you don't need to specify the paper size.)

For the Windows 95/98/Me (PS/PCL5e) operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox Phaser 5400 laser printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Output** tab.
5. Click the **Select Paper** button.
6. From the **Select Paper** dialog box, select the **Document Body** tab.
7. From the drop-down list under **Media Type**, select the **Transparency**.
8. Click the **OK** button to save the media selections.
9. Click the **OK** button to save the properties.
10. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox Phaser 5400 laser printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Quality** tab.
5. From the **Media** drop-down list, select **Transparencies**.
6. Click the **OK** button to save the properties.
7. Send the job to the printer.

For the Windows NT (PCL6) operating system:

Note

PCL6 does not support Media Type.

Guidelines for printing on transparencies:

- Use Xerox transparencies; refer to *page 8* for information.
- Only print single-sided.
- Transparencies cannot be sent to the 1,000-Sheet Stacker Bin.

Printing two-sided (duplex) jobs

With the optional Duplex Module installed, you can print two-sided (duplex) jobs.

Use only the paper sizes listed in the table on *page 12*. Do not use envelopes, postcards, transparencies, or label paper for duplex jobs. Use paper with a weight of 60-105 g/m² (16-28 lbs. bond).

Refer to *pages 15 through 34* for the proper orientation of drilled paper and letterhead when printing duplex.

For the Windows 95/98/Me (PS/PCL5e/PCL6), Windows NT (PCL6), and Windows 2000 (PCL6) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox Phaser 5400 laser printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Output** tab.
5. Select the type of **Duplex** from the pull-down menu:
 - **Long edge binding**
 - **Short edge binding**

You must have configured the printer (on the **Printer Configuration** tab) to include the Duplex Module.

6. Click the **OK** button to save the properties.
7. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox Phaser 5400 laser printer driver.
3. Open the **Properties** dialog box.
4. Select the **Layout** tab.
5. Select either **Flip on Long Edge** or **Flip on Short Edge**.
6. Click the **OK** button to save the properties.
7. Send the job to the printer.

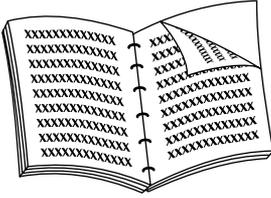
At the printer:

If your printer driver doesn't include duplex mode, you can select it on the printer's control panel. However, all jobs sent to the printer are then double-sided unless they are sent using a printer driver that specifically says to print the job single-sided. (The driver setting always overrides the control panel setting.)

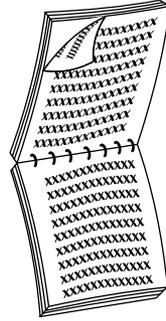
8. On the Xerox Phaser 5400 control panel, select duplex printing:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **System Menu**.
 - b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Duplex**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to either **Long Edge** or **Short Edge**. Refer to the figures on *page 49* to determine this value.
 - d. Press the **Enter** key (labeled **4**).
 - e. Press the **On Line** key (labeled **0**) to exit the menus.

Available binding preferences (how the page turns) and duplex settings (Long-Edge/Short-Edge):

Portrait Orientation

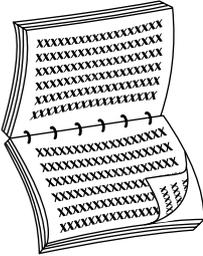


Long-Edge Binding

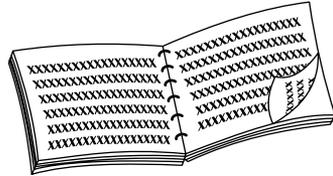


Short-Edge Binding

Landscape Orientation



Long-Edge Binding



Short-Edge Binding

Troubleshooting

If your printer is not operating properly, check the following:

- The printer is plugged in and switched on.
- The data cable is correctly connected to the printer.
- The media trays are inserted correctly and the doors are securely closed.
- Is there a control panel error message displayed?
- Your computer has the correct driver installed and properly configured for your printer.

For detailed troubleshooting information, refer to the following:

- *Advanced Features and Troubleshooting Manual* on the CD-ROM that was shipped with your printer.
- infoSMART™ Knowledge Base (troubleshooting knowledge database) on the Xerox Printer web site:
www.xerox.com/officeprinting/infoSMART

Replacing the Laser Print Cartridge

Troubleshooting may require that you replace the Laser Print Cartridge.

Warning

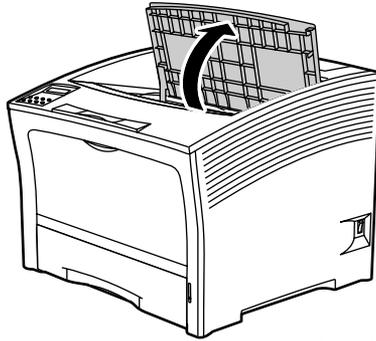
To avoid possible injury, never touch the Fuser area inside the printer (where a label indicates high temperature).

Caution

Do not expose the Laser Print Cartridge to direct sunlight or artificial light for more than 15 minutes. Overexposure will permanently damage the photosensitive imaging drum.

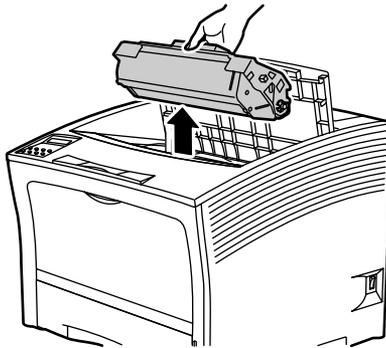
Do not open the drum shutter or touch the blue imaging drum surface.

1. Open the top cover.



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2. Lift out the used cartridge.



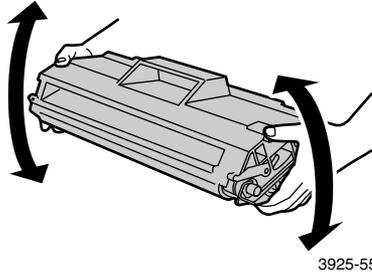
3925-54

Wrap the used Laser Print Cartridge by placing it in the packing from your new cartridge and return it as directed.

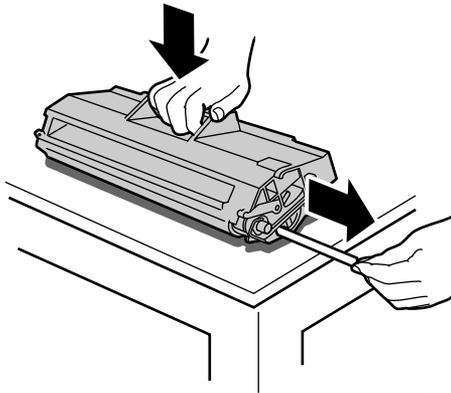
3. After removing the new cartridge from its packing, shake it seven to eight times to free the toner.

Note

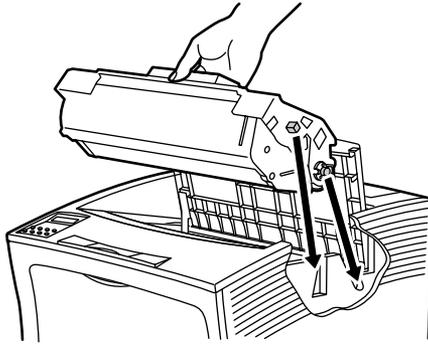
Be sure to shake the Laser Print Cartridge as directed to distribute the toner inside the cartridge. Print quality may be degraded if the toner is not evenly distributed.



4. Place the cartridge on a flat surface. With one hand, press down the cartridge. With the other hand, grasp the end tab of the sealing tape and pull the tape straight out horizontally.

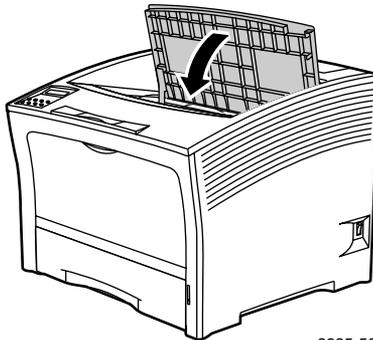


5. Holding the cartridge as shown, lower it into the printer, and then insert the cartridge's two projecting parts into the printer's guide channels. Be sure to push the cartridge all the way into the printer.



3925-57

6. Close the top cover until it locks in place.



3925-58

Troubleshooting print quality

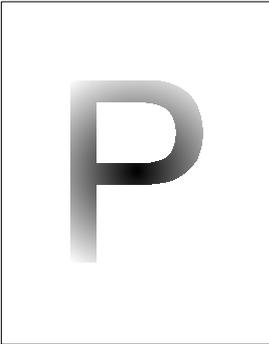
If you notice a problem with the quality of your prints, you may need to replace one of the supplies, such as the laser print cartridge.

To diagnose the problem, check these items:

- Check the control panel for messages on replacing supplies.
- Print the Test Print pages from the printer's control panel:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Print Menu**.
 - b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Test Print**.
 - c. Press the **Enter** key (labeled **4**).
The Test Print pages should print.
 - d. Examine the pages for the following symptoms.

Symptom: Light or faint prints

The overall image is lighter than normal.



3925-59

Possible causes and solutions:

- The paper stock may be damp. Replace the paper stock.
- If you are using Draft Mode, turn off Draft Mode.
- The toner level may be low. If the Laser Print Cartridge is low on toner, replace it.

Symptom: Blank prints

The entire printed page is blank with no visible print.



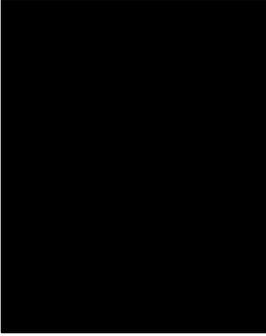
3925-60

Possible causes and solutions:

- If you just installed a new Laser Print Cartridge, the yellow sealing tape may still be in place. Remove the tape.
- Multiple sheets may have been fed from the paper tray at the same time. Remove the paper from the paper tray and fan it. Also, ensure that the paper is correctly loaded in the tray.
- Printable data may not have been received from the computer. To test this, print a Configuration Sheet, as described on the previous page. If the Configuration Sheet is normal, check the Interface cable between the computer and printer, the printer set up, and application software. If the configuration Sheet is blank, contact your Customer Support Center.
- The Laser Print Cartridge may be defective or low on toner. Replace the Laser Print Cartridge.

Symptom: Black prints

The entire printed page is black.



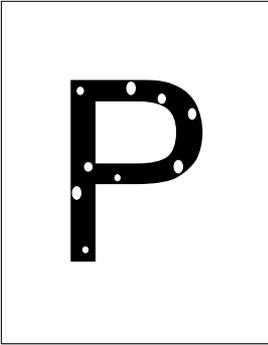
3925-61

Possible causes and solutions:

- The Laser Print Cartridge may be defective. Replace the Laser Print Cartridge.
- The Printer's power supply may have failed; contact your Customer Support Center.

Symptom: Spot deletions

Areas of the print are extremely light or missing.



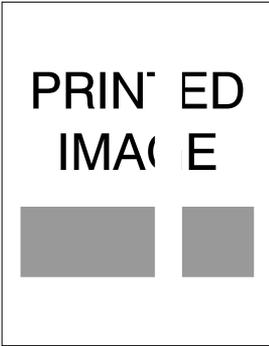
3925-62

Possible causes and solutions:

- The paper stock may be damp. Replace the paper stock.
- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.

Symptom: Vertical line deletions

There are localized print deletions forming narrow lines.



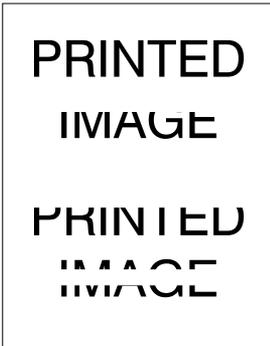
3925-63

Possible causes and solutions:

- The Laser Print Cartridge may not be installed correctly. Remove then re-install the Laser Print Cartridge.
- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.

Symptom: Horizontal line deletions

There are localized print deletions appearing as bands running across the paper.



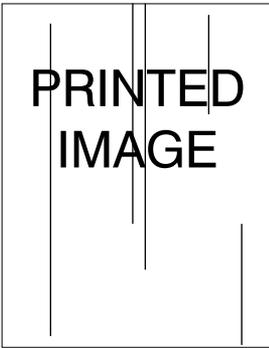
3925-64

Possible causes and solutions:

- The paper stock may be defective with creases, folds, etc. Replace the paper stock.
- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.

Symptom: Vertical dark streaks

There are black lines running across the print.



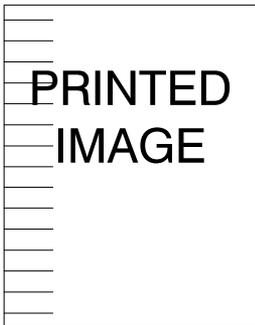
3925-65

Possible causes and solutions:

- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.
- The fuser may be defective. Replace the fuser (in the Maintenance Kit).

Symptom: Repetitive horizontal dark streaks

There are black lines running across the page.



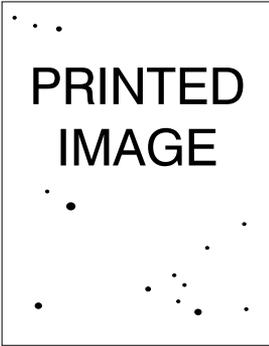
3925-66

Possible causes and solutions:

- The paper path may be contaminated with toner. Print several blank sheets of paper to remove the toner accumulations.
- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.
- The fuser may be defective. Replace the fuser (in the Maintenance Kit).
- The Bias Transfer Roll may be defective. Replace the Bias Transfer Roll (in the Maintenance Kit).

Symptom: Dark spots or marks

There are dark spots or marks on the page in a random pattern.



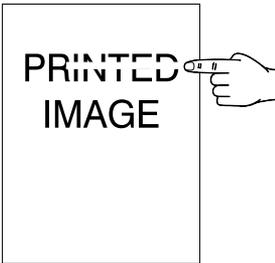
3925-67

Possible causes and solutions:

- The paper path may be contaminated with toner. Print several blank sheets of paper to remove the toner accumulations.
- The Laser Print Cartridge may be defective. Replace the Laser Print Cartridge.
- The fuser may be defective. Replace the fuser (in the Maintenance Kit).
- The Bias Transfer Roll may be defective. Replace the Bias Transfer Roll (in the Maintenance Kit).

Symptom: Unfused or partially fused image

The printed image is not fully fused to the paper and easily rubs off.



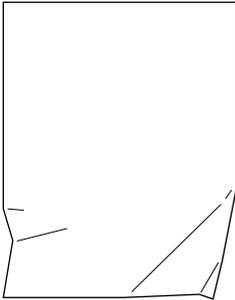
3925-68

Possible causes and solutions:

- The paper stock may be damp. Replace the paper stock.
- Heavy or unusual paper stock may be in the tray. Replace that paper with approved media. If you need to use heavy card stock, make sure that the fuser temperature is set correctly for that paper type; refer to the *Advanced Features and Troubleshooting Manual* for more information.
- The fuser may be defective. Replace the fuser (in the Maintenance Kit).
- Make sure that the printer is located in the recommended environment for temperature (between 10 to 32 degrees C) and relative humidity (between 15 percent to 85 percent). Move the printer to a suitable area, away from air conditioning vents, open loading docks, etc.

Symptom: Wrinkled prints

The prints are wrinkled, creased, or torn.



3925-69

Possible causes and solutions:

- The paper stock may be in poor condition. Replace the paper stock.
- The paper stock may be damp. Replace the paper stock.
- The fuser may be at the end of its life. Replace the fuser (contained in the Maintenance Kit).

Symptom: Blurred prints

The image is blurred at the edges.



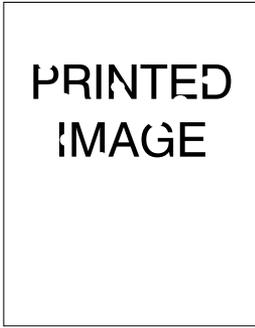
3925-70

Possible causes and solutions:

- The paper stock may be in poor condition. Replace the paper stock.
- The paper stock may be damp. Replace the paper stock.

Symptom: Random deletions

The page has random light areas and deletions.



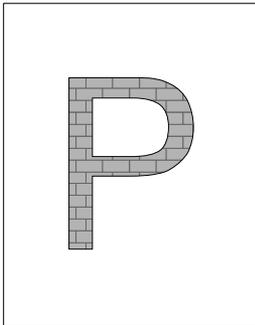
3925-71

Possible causes and solutions:

- The paper stock may be in poor condition. Replace the paper stock.
- The paper stock may be damp. Replace the paper stock.

Symptom: Grainy graphics

A graphic image is coarse or grainy (like a brick or checkerboard pattern) rather than a smooth halftone.



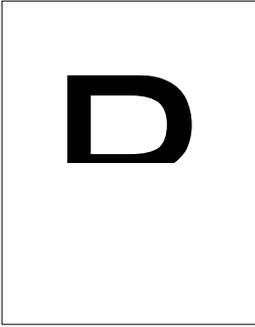
3925-72

Possible causes and solutions:

- The printer may have tried to print a complex graphic image with inadequate memory. Consider adding additional memory to the printer.
- Check that you are using the correct printer driver.

Symptom: Broken page image

The printed image is missing all of the image after a straight line.



3925-73

Possible causes and solutions:

- The printer may have tried to print a complex graphic image with inadequate memory. Consider adding additional memory to the printer.

Paper Jams

Warning

To avoid possible personal injury, avoid contact with the printer's fuser area, which may be very hot.

Caution

Do not use tools or sharp objects to clear paper jams since this may damage the printer. Do not touch the surface of the print drum; touching the drum may damage it.

Preventing paper jams

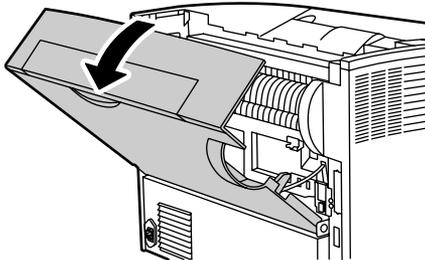
- To reduce the frequency of paper and transparency jams, the use of Xerox media is recommended; refer to *page 7* for information.
- Use only the recommended sizes and weights of paper in the trays; refer to *page 10* for information on acceptable weights and *page 12* for acceptable sizes.
- After removing a paper jam, be sure to remove any paper scraps.
- Avoid damp paper stock.

Clearing a duplex jam

1. Open the rear cover.

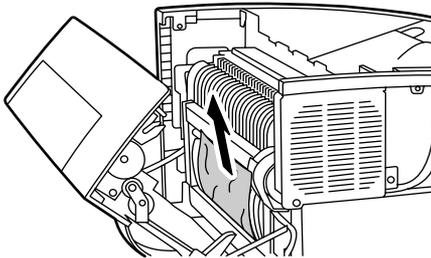
Warning

To avoid possible injury, never touch the Fuser area (where a label indicating high temperature is located). The fuser may be hot.



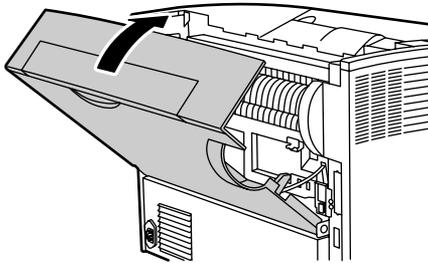
3925-74

2. Check and carefully pull out any jammed paper.



3925-75

3. Close the rear cover.



3925-76

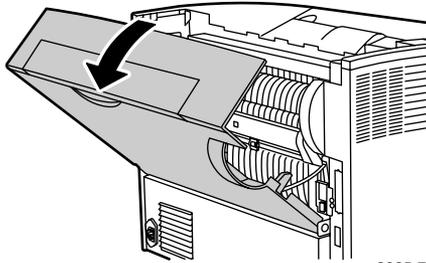
4. Check the control panel display. If the jam has been cleared and all covers are closed, the control panel should display **Processing** or **Ready**. If a paper jam message remains, there is still paper jammed in the printer.

Clearing an exit jam

1. Open the rear cover.

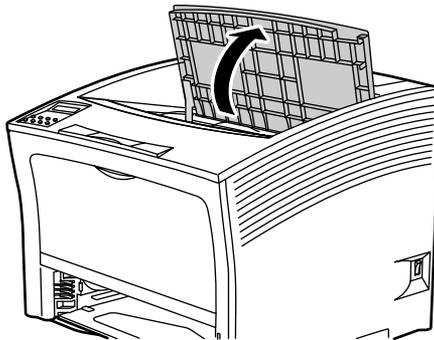
Warning

To avoid possible injury, never touch the Fuser area (where a label indicating high temperature is located). The fuser may be hot.



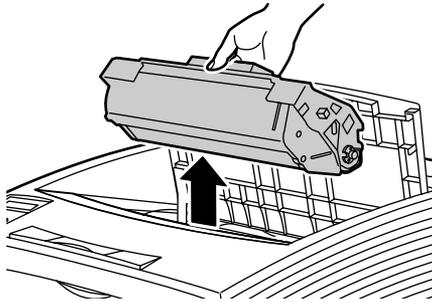
3925-77

2. Open the top cover all the way to the back until it stops. Remove any paper that may be the output bin.



3925-78

3. Pull out the Laser Print Cartridge and set it down on a flat surface.

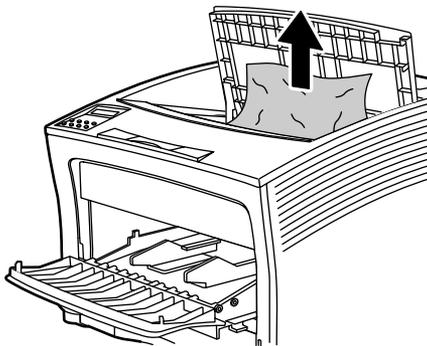


3925-79

4. Check the area where the Laser Print Cartridge was located and remove any jammed paper.

Warning

To avoid possible injury, be careful not to touch the rollers, which may be hot.

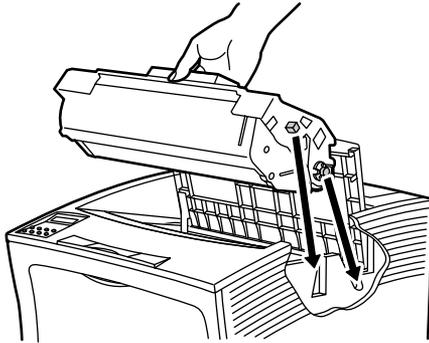


3925-80

5. Reinstall the cartridge, inserting the two projecting parts into the printer's guide channels.

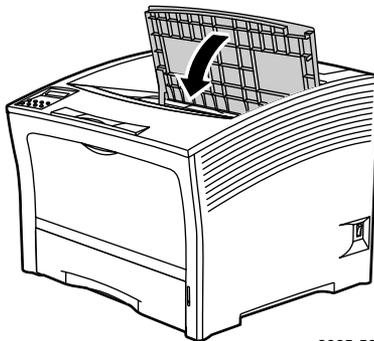
Note

Be sure to push the cartridge all the way into the printer.



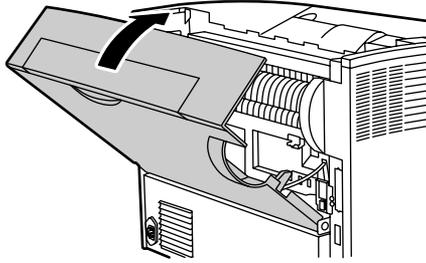
3925-57

6. Close the top cover.



3925-58

7. Close the rear cover.

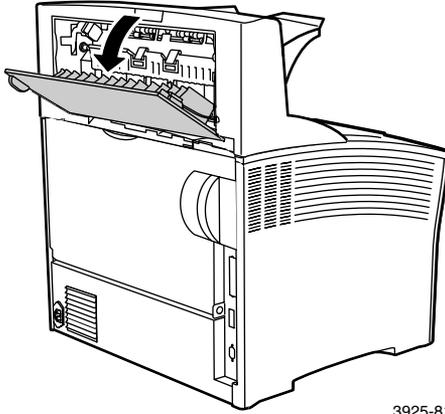


3925-76

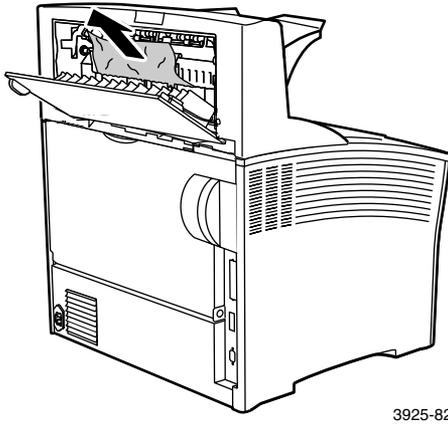
8. Check the control panel display. If the jam has been cleared and all covers are closed, the control panel should display **Processing** or **Ready**. If a paper jam message remains, there is still paper jammed in the printer.

Clearing a stacker jam

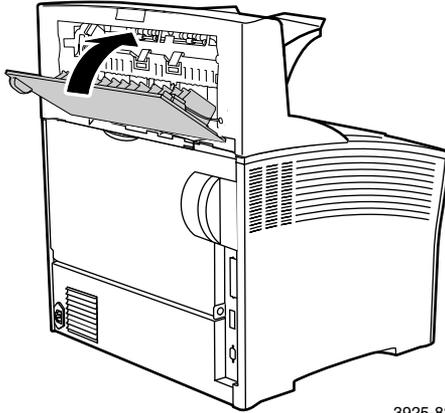
1. Open the Stacker Bin's rear cover.



2. Remove any jammed paper inside the open cover.



3. Close the Stacker Bin's rear cover.



3925-83

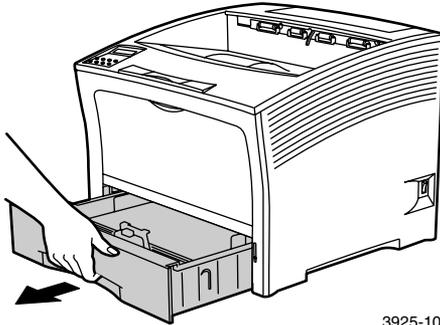
4. Check the control panel display. If the jam has been cleared and all covers are closed, the control panel should display **Processing** or **Ready**. If a paper jam message remains, there is still paper jammed in the printer.

Clearing a Tray 1 jam

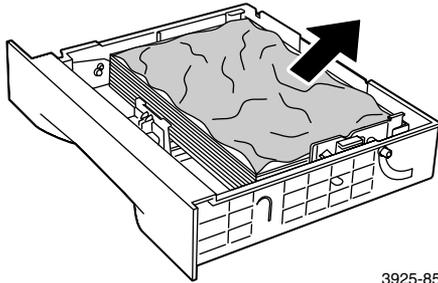
1. Pull Tray 1 completely out of the printer.

Note

To remove the tray from the printer, pull it out, then gently remove it from the printer while lifting up.

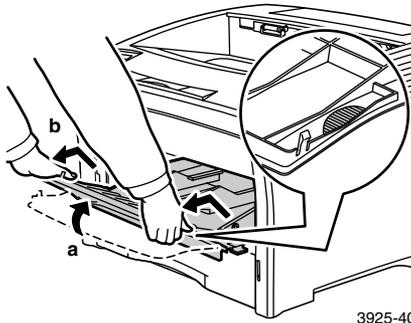


2. Check for any jammed paper in the feeder. If there is wrinkled paper in the tray, remove it.

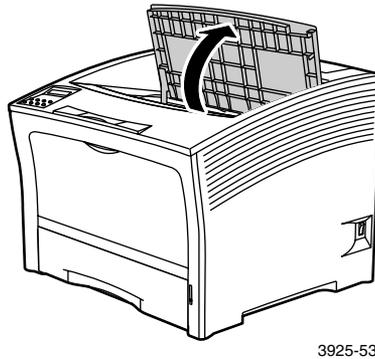


3. Open the Multi-sheet Bypass Feeder by lifting and extending it.
 - a. Hold both sides where indicated and tilt up the feeder slightly.
 - b. Gently lift up the feeder and pull it out toward you until it stops.

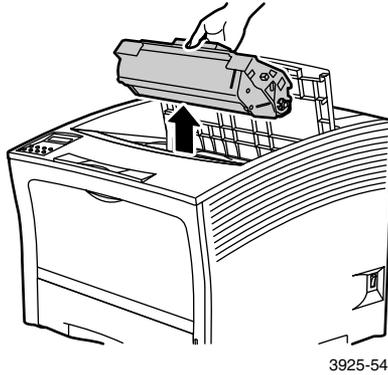
Check for any jammed paper inside the Multi-sheet Bypass Feeder.



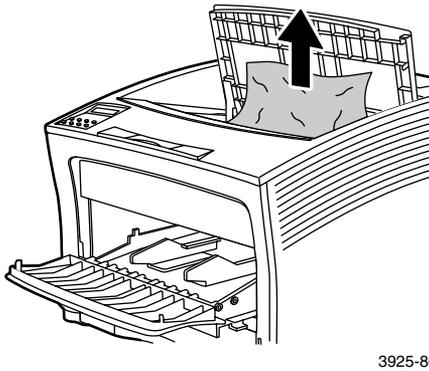
4. Remove any paper that may be in the output bin. Open the top cover all the way until it stops.



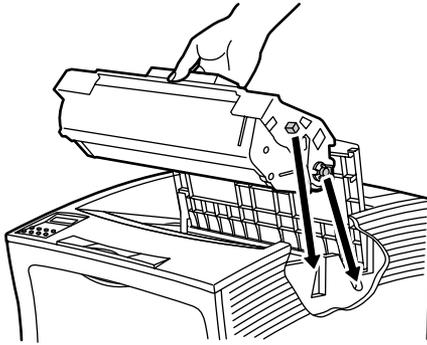
5. Pull out the Laser Print Cartridge and set it down on a flat surface.



6. Check the area where the Laser Print Cartridge was located and remove any jammed paper.

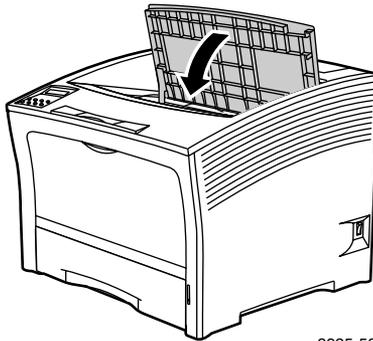


7. Reinstall the cartridge, inserting the two projecting parts into the printer's guide channels. Be sure to push the cartridge all the way into the printer.



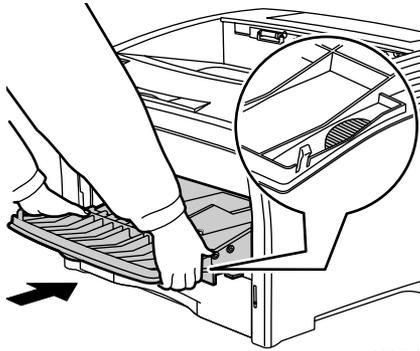
3925-57

8. Close the top cover.



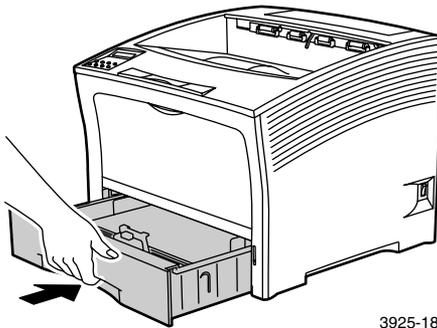
3925-58

9. Reinsert the Multi-sheet Bypass Feeder. Hold both sides of the feeder where indicated and push it straight back until it stops.



3925-45

10. Reinstall Tray 1.



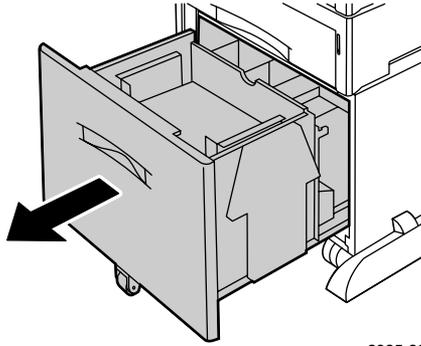
3925-18

11. Check the control panel display. If the jam has been cleared and all covers are closed, the control panel should display **Processing** or **Ready**. If a paper jam message remains, there is still paper jammed in the printer.

Clearing a Tray 2 or Tray 3 jam

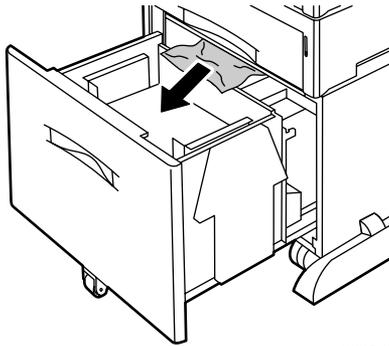
Feeding from the 2,000-sheet feeder

1. Open the feeder's front door.



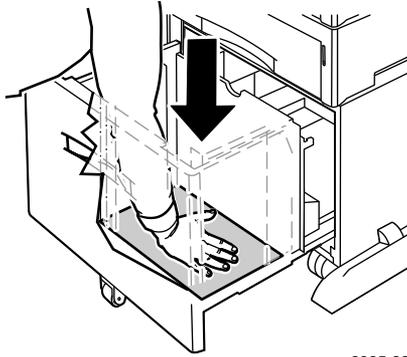
3925-32

2. Remove any jammed or wrinkled paper.



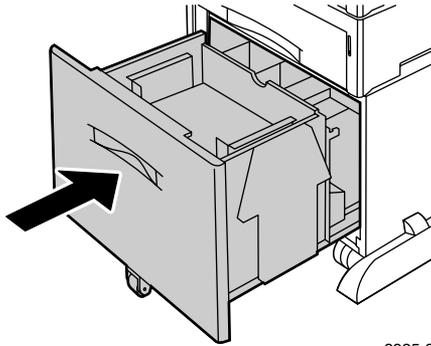
3925-87

3. Push down the tray.



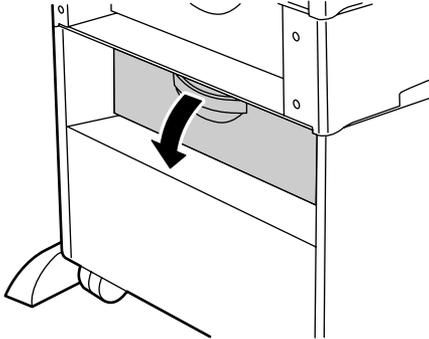
3925-33

4. Push back the feeder's front door.



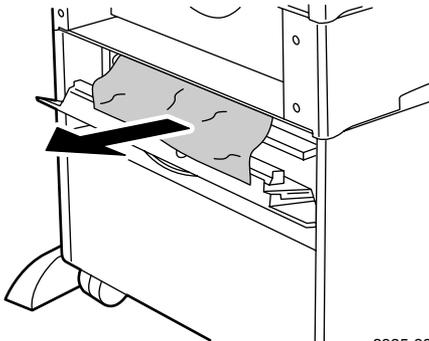
3925-38

5. Open the feeder's rear cover.



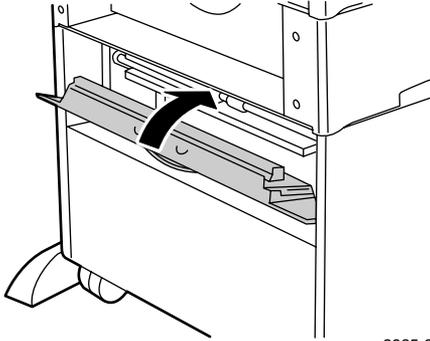
3925-88

6. Remove any jammed or wrinkled paper.



3925-89

7. Close the feeder's rear cover.



3925-90

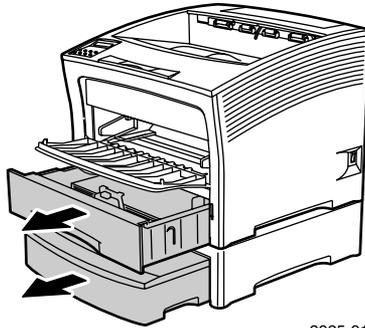
8. Check the control panel display. If the jam has been cleared and all covers are closed, the control panel should display **Processing** or **Ready**. If a paper jam message remains, there is still paper jammed in the printer.

Feeding from the 500-sheet feeder

1. Pull all trays completely out of the printer.

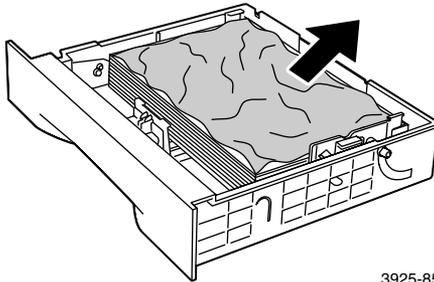
Note

To remove a tray from the printer, pull out the tray until it stops, then gently remove it from the printer while lifting up.



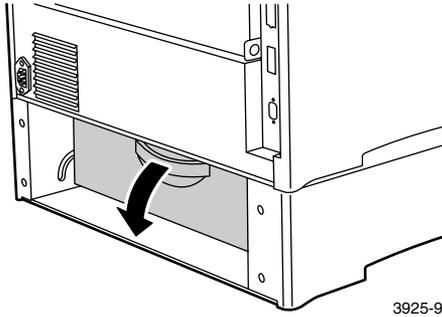
3925-91

2. If there is wrinkled paper in a tray, remove the paper.



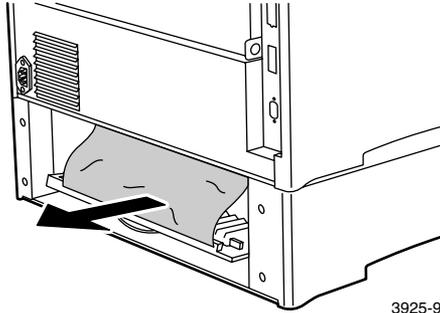
3925-85

3. Open the feeder's rear cover.



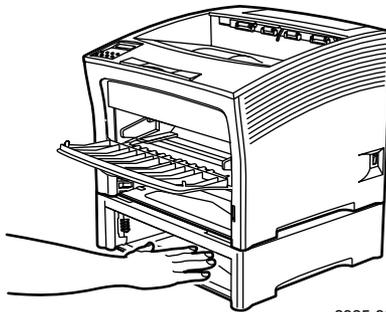
3925-92

4. Remove any jammed paper.



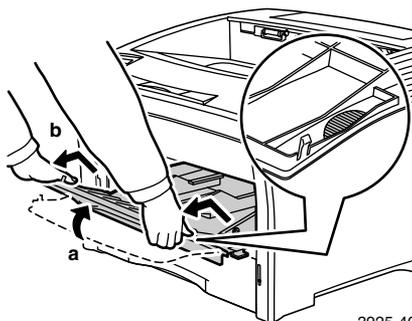
3925-93

5. Check inside the printer and remove any jammed paper.



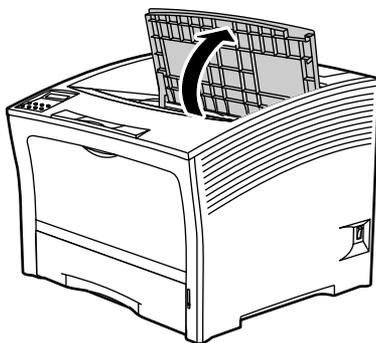
3925-95

6. Open the Multi-sheet Bypass Feeder by lifting and extending it.
 - a. Hold both sides of the feeder where indicated and tilt it up slightly.
 - b. Gently lift up the feeder and pull it out toward you until it stops.



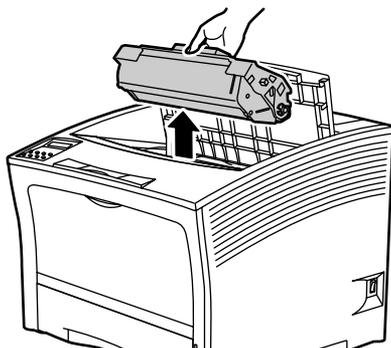
3925-40

7. Open the top cover all the way until it stops. Remove any paper that may be in the output bin.



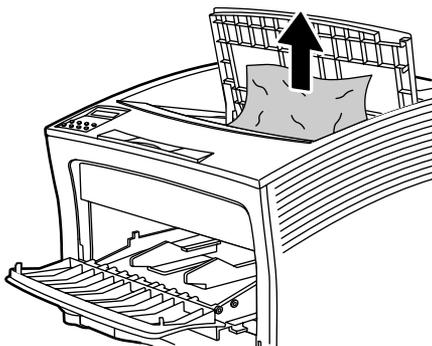
3925-53

8. Pull out the Laser Print Cartridge and set it down on a flat surface.



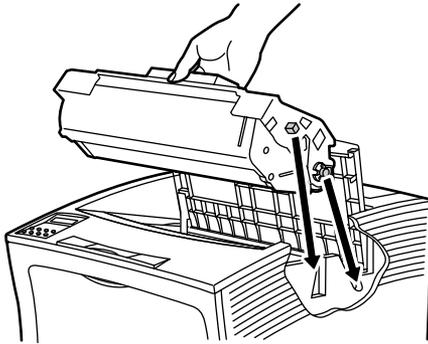
3925-54

9. Check the area where the Laser Print Cartridge was located and remove any jammed paper. Remove any paper remaining in the Multi-sheet Bypass Feeder or in the Tray 1 opening.



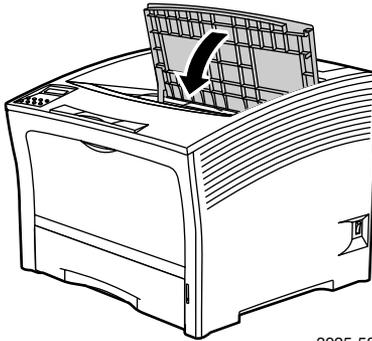
3925-80

10. Reinstall the cartridge, inserting the two projecting parts into the printer's guide channels. Be sure to push the cartridge all the way into the printer.



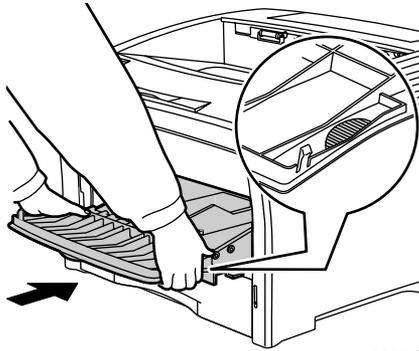
3925-57

11. Close the top cover.



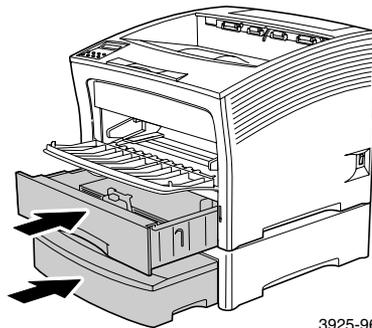
3925-58

12. Reinsert the Multi-sheet Bypass Feeder. Hold both sides of the feeder where indicated and push it straight back until it stops.



3925-45

13. Reinstall all paper trays.

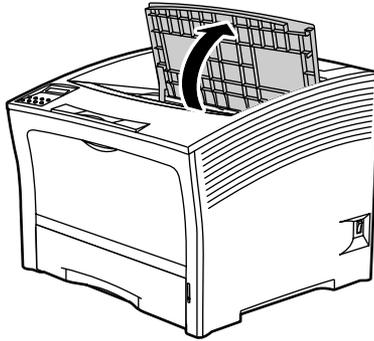


3925-96

14. Check the control panel display. If the jam has been cleared and all covers are closed, the control panel should display **Processing** or **Ready**. If a paper jam message remains, there is still paper jammed in the printer.

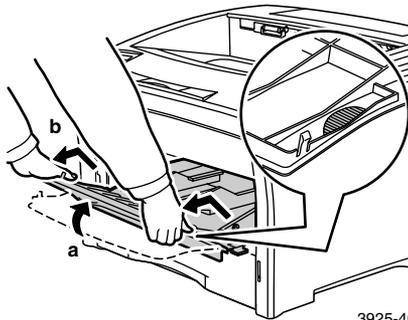
Clearing a jam at the Laser Print Cartridge

1. Open the top cover all the way to the back until it stops.



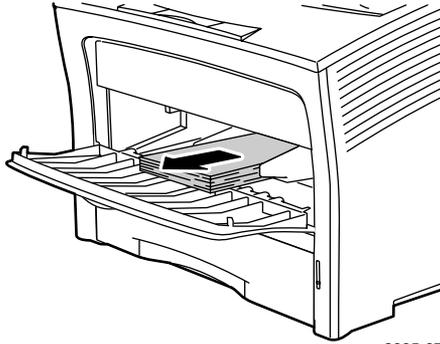
3925-53

2. Open the Multi-sheet Bypass Feeder by lifting and extending it.
 - a. Hold both sides of the feeder where indicated and tilt it up slightly.
 - b. Gently lift up the feeder and pull it out toward you until it stops.



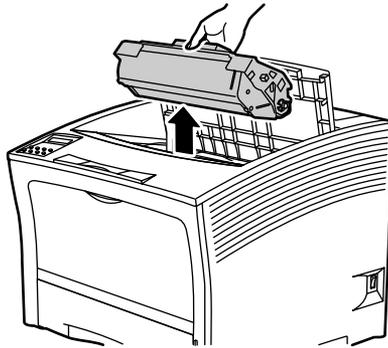
3925-40

3. Remove all paper.



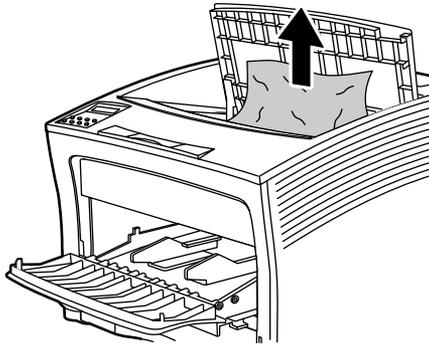
3925-97

4. Pull out the Laser Print Cartridge and set it down on a flat surface.



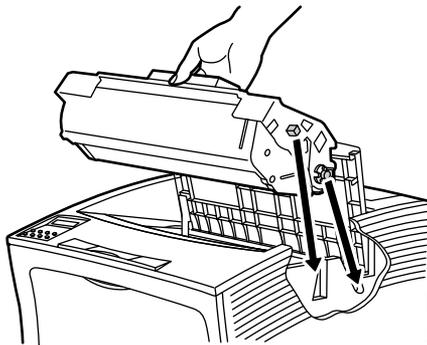
3925-54

5. Check the area where the Laser Print Cartridge was located and remove any jammed paper.



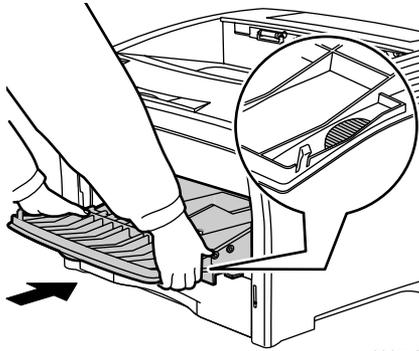
3925-80

6. Reinstall the cartridge, inserting the two projecting parts into the printer's guide channels. Be sure to push the cartridge all the way into the printer.



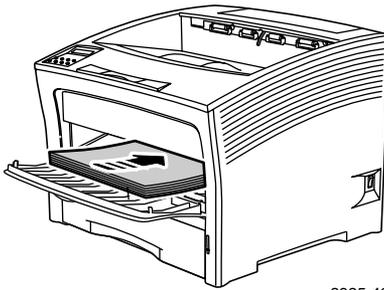
3925-57

7. Reinsert the Multi-sheet Bypass Feeder. If it was extended, hold both sides of the feeder where indicated and push it straight back until it stops.



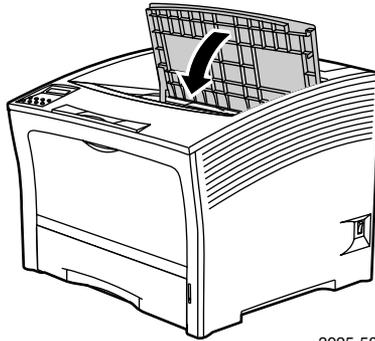
3925-45

8. Reload the Multi-sheet Bypass Feeder.



3925-42

9. Close the top cover.



3925-58

10. Check the control panel display. If the jam has been cleared and all covers are closed, the control panel should display **Processing** or **Ready**. If a paper jam message remains, there is still paper jammed in the printer.

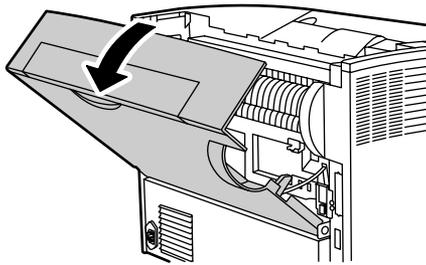
Paper size/type mismatch

1. Open the rear cover.

Warning

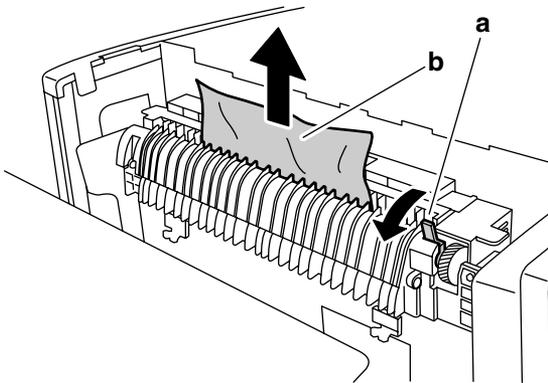
To avoid possible injury, never touch the Fuser area (where a label indicating high temperature is located). The fuser may be hot.

Load any tray with the paper size needed for the job printing. Check to make sure that the size menu for the Multi-sheet Bypass Feeder is correctly set.



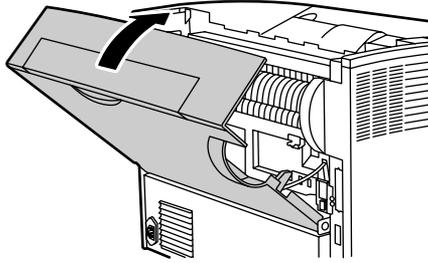
3925-74

2. Inspect for jammed paper. If visible, carefully pull out paper:
 - a. Open the lever on the side of the fuser.
 - b. Pull the jammed paper straight up and out.



3925-98

3. Close the rear cover.



3925-76

4. Check the control panel display. If the jam has been cleared and all covers are closed, the control panel should display **Processing** or **Ready**. If a paper jam message remains, there is still paper jammed in the printer.

Getting Help

The Xerox Phaser 5400 Laser Printer's CD-ROM guides you to the various resources available for installing and learning more about your Xerox printer. Use the CD-ROM to install your printer driver software and view and/or print user documentation. Live Internet links on the CD-ROM let you access the Xerox web site, where you can find product, supplies, and support information.

Xerox Phaser 5400 Laser Printer CD-ROM

- Copy of this User Guide
- *Quick Network Install Guide*
- *Advanced Features and Troubleshooting Manual*
- Installation Setup poster
- Supplies/Options instructions
- Printer drivers
- ReadMe release notes
- Material Safety Data Sheets (MSDS)
- Software utilities
- Electronic registration software
- Font Manager
- Adobe Acrobat Reader
- Adobe Type Manager (ATM)

Xerox web site

To link to product and supplies information, download printer drivers, view documents, and access support information:

www.xerox.com/officeprinting

infoSMART™ Knowledge Base

To access the troubleshooting knowledge database used by Xerox Customer Support staff:

www.xerox.com/officeprinting/infoSMART

Technical support

To view technical support information:

www.xerox.com/officeprinting/support

On-line documentation

To view documentation about a printer:

www.xerox.com/officeprinting/documentation

Local sales and support centers

To find your local sales and support centers:

www.xerox.com/officeprinting/contacts

Customer Support Centers

To view updated information: www.xerox.com/officeprinting/contacts

Argentina (54)-114-378-5444	Finland 0800 11 8388	Puerto Rico 1-800-835-6100
Australia 1-800-811-177	France 0825 393 490	Singapore 1-800-356-5565
Austria +43 (1) 7956 7083	Germany 01805 004392	ASEAN +(65) 251 3006
Belgium-French +32 (70) 222 045	Hong Kong 2513-2513	Spain 902 160236
Belgium-Dutch +32 (70) 222 047	Italy 199 112 088	Sweden +46 (771) 1788 08
Bolivia +(5913) 469-090	Japan +81 03-3448-3040	Switzerland +41 (848) 845107
Brazil 0800-21-8400	Korea 82 (2) 528 4661	Taiwan (02) 2757 1567
Canada 1-800-835-6100	Mexico +52 (5) 628-1091	Thailand 2-645-3600
Chile 800 200 600	The Netherlands 0900 202 1154	UK 0870 241 3459
Colombia 571-636-3011	New Zealand 0 800 449 177	US 1-800-835-6100
Denmark 7010 7288	Norway 8150 0308	Venezuela +58 (2) 265 2625
Ecuador 593 (2) 520-480		

Specifications

Material Safety Data Sheet (MSDS)

MSDS Number: A12

Date: August 19, 1997

Revision: January 22, 2001

Distributor: Xerox Corporation Rochester, New York 14644

Telephone Number(s):

Safety Information: (800) 828-6571

Health Emergency: (716) 422-2177

Transportation Emergency (Chemtrec): (800) 424-9300

Section 1 - Product Identification

Trade Names/Synonyms	Part Number
Xerox Phaser 5400 Laser Printer	113R00495

Chemical Name: None

OSHA/WHMIS Status: Article

Ingredients (percent by weight)	CAS Number
Styrene / n-Butyl acrylate copolymer (45-60 percent)	25767-47-9
Iron oxide (40-50 percent)	1309-38-2
Polypropylene wax (2-3 percent)	9003-07-0
Silica treated with dimethylsilicone (<2 percent)	67762-90-7

Section 2 - Emergency and First Aid

Primary Route of Entry: Inhalation

Eyes: Flush with water for several minutes.

Skin: Wash with soap and water.

Inhalation: Remove from exposure.

Ingestion: Dilute stomach contents with several glasses of milk or water.

Symptoms of Overexposure: Minimal respiratory tract irritation may occur as with exposure to large amounts of any non-toxic dust.

Medical Conditions Generally Aggravated by Exposure: None

Additional Information: None

Section 3 - Toxicology and Health Information

This material has been evaluated by Xerox Corporation. The toxicity data noted below is based on the test results of similar xerographic toners.

Oral LD₅₀: >5 g/kg (rats) practically non-toxic.

Dermal LD₅₀: >5 g/kg (rabbits) practically non-toxic.

Inhalation LC₅₀: >2.0 mg/l (rats, 4 hour exposure) practically non-toxic.

Eye Irritation: Non-irritating.

Skin Sensitization: Not a sensitizer.

Skin Irritation: Not an irritant.

Human Patch: Non-irritating, non-sensitizing.

Mutagenicity: No mutagenicity detected in Ames Assay.

Carcinogens: None present.

Aquatic LC₅₀: >1000 mg/l (fathead minnows) non-toxic.

TLV: 10 mg/m³ (total dust)

PEL: 15 mg/m³ (total dust) 5 mg/m³ (respirable dust)

STEL: None Established

Ceiling: None Established

Xerox Exposure Limit: 2.5 mg/m³ (total dust) 0.4 mg/m³ (respirable dust)

Additional Information: The results obtained from a Xerox' sponsored Chronic Toner Inhalation Study demonstrated no lung change in rats for the lowest (1mg/m³) exposure level (such as, the level most relevant to potential human exposure). A very slight degree of fibrosis was noted in 25 percent of the animals at the highest (16mg/m³) exposure level. These findings are attributed to "lung overloading", a generic response to excessive amounts of any dust retained in the lungs for a prolonged period. This study was conducted using a special test toner to comply with EPA testing protocol. The test toner was ten times more respirable than commercially available Xerox toner, and would not be functionally suitable for Xerox equipment.

Section 4 - Physical Data

Appearance/Odor: Black powder / faint odor

Boiling Point: Not Applicable

Solubility in Water: Negligible

Evaporation Rate: Not Applicable

Vapor Density (Air = 1): Not Applicable

Volatile: Not Applicable percent (Weight) Not Applicable percent (Volume)

Softening Range: 85 - 100 degrees C (

Melting Point: Not Applicable

Specific Gravity (H₂O = 1): ~1.7 g/ml

Vapor Pressure (mm Hg): Not Applicable

pH: Not Applicable

Section 5 - Fire and Explosion Data

Flash Point (Method Used): Not Applicable

Flammable Limits: LEL: Not Applicable, UEL: Not Applicable

NFPA 704: Health - 0, Fire - 3, Reactivity - 0

Extinguishing Media: Water, dry chemical, carbon dioxide or foam.

Special Fire Fighting Procedures: Avoid inhalation of smoke. Wear protective clothing and self-contained breathing apparatus.

Fire and Explosion Hazards: Toner is a combustible powder. Like most organic materials in powder form, it can form explosive mixtures when dispersed in air.

Section 6 - Reactivity Data

Stability: Stable

Hazardous Polymerization: Will Not Occur

Hazardous Decomposition Products: Products of combustion may be toxic. Avoid breathing smoke.

Incompatibility (Materials to Avoid): None known

Section 7 - Special Protection Information

Respiratory Protection: None required when used as intended.

Eye Protection: None required when used as intended.

Protective Gloves: None required when used as intended.

Other: For use other than normal customer - operating procedures (such as in bulk toner processing facilities), goggles and respirators may be required. For more information, contact Xerox.

Section 8 - Special Precautions

Handling and Storage: None

Conditions to Avoid: Avoid prolonged inhalation of excessive dust.

Section 9 - Spill, Leak, and Disposal Procedures

For Spills or Leakage: Sweep up or vacuum spilled toner and carefully transfer into sealable waste container. Sweep slowly to minimize generation of dust during clean up. If a vacuum is used, the motor must be rated as dust tight. A conductive hose bonded to the machine should be used to reduce static buildup (See Section 5). Residue can be removed with soap and cold water. Garments may be washed or dry-cleaned, after removal of loose toner.

Waste Disposal Method: This material is not a hazardous waste according to Federal Regulation 40 CFR 261 when disposed. State and Local requirements; however, may be more restrictive. Consult with the appropriate State and Local waste disposal authorities for additional information. Incinerate only in a closed container.

Section 10 - Transportation Information

DOT Proper Shipping Name: Not Applicable (Not Regulated)

Hazard Classification: Not Applicable

ID Number: Not Applicable

Packing Group: Not Applicable

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