

XEROX®

Phaser® 8510/8560MFP



multifunction product

System Administrator Guide

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1 Overview

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- [PrintingScout Alerts](#) on page 1-2
- [PhaserSMART Technical Support](#) on page 1-2
- [Xerox Support Centre](#) on page 1-5
- [CentreWare Internet Services \(IS\)](#) on page 1-6

You can obtain information regarding your printer and its capabilities from the following sources.

Resources

Information	Source
Installation Guide*	Packaged with printer
Quick Use Guide*	Packaged with printer
User Guide (PDF)*	<i>Software and Documentation CD-ROM</i>
Advanced Features Guide (PDF)	www.xerox.com/support
Quick Start Tutorials	www.xerox.com/support
Video Tutorials	www.xerox.com/support
Recommended Media List	Recommended Media List (United States) Recommended Media List (Europe)
Printer Management Tools	www.xerox.com/office/pmtools
Knowledge Base	www.xerox.com/support
PhaserSMART	www.phaserSMART.com
Technical Support	www.xerox.com/support
Information about menu selection or error messages on control panel	Control panel Help (?) button
Information pages	Control panel menu

* Also available on the Support website.

PrintingScout Alerts

PrintingScout is an automated tool that is installed with the Xerox printer driver. It automatically checks the printer status when a print job is sent. If the printer is unable to print a job, PrintingScout automatically displays an alert on the user's computer screen to let them know that the printer needs attention. The user can click the alert to view instructions explaining how to fix the problem. PrintingScout provides real-time support to users, while eliminating many of the help calls requesting printer support. PrintingScout saves you time for more critical tasks.

PhaserSMART Technical Support

PhaserSMART Technical Support is an automated, internet-based support system that uses the user's default web browser to send diagnostic information from their printer to the Xerox website for analysis. PhaserSMART Technical Support examines the information, diagnoses the problem, and proposes a solution. If the problem is not resolved with the solution, PhaserSMART Technical Support assists the user in opening a Service Request with Xerox Customer Support.

PhaserSMART provides support to users, while eliminating many of the help calls requesting printer support. PhaserSMART Technical Support saves you time for more critical tasks.

How to Access PhaserSMART

Use one of the following options to access PhaserSMART Technical Support:

- PrintingScout
- Web
- CentreWare IS
- The printer driver
- Xerox Support Centre

Using PrintingScout Software

If PrintingScout displays an alert on your screen, do the following:

1. Click the alert to view instructions explaining how to fix the problem.
2. Follow the instructions on the screen.

Using a Web Browser

To access PhaserSMART Technical Support from the web:

1. Open your browser and go to www.phaserSMART.com.
2. Locate your printer's IP address:
 - a. On the control panel, press the **System** button.
 - b. Select **Information**, and then press the **OK** button.
 - c. Select **System Identification**, and then press the **OK** button.
 - d. Note the IP address.
3. Enter your printer's IP address in the browser window.
4. Follow the instructions on the screen.

Using CentreWare IS

To access PhaserSMART Technical Support from CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Support**.
4. Select the **PhaserSMART Diagnostic Tool** link.
5. Follow the instructions on the screen.

Using a Windows Printer Driver

To access PhaserSMART Technical Support from your printer driver:

1. Select **Start**, select **Settings**, and then select **Printers**.
2. Right-click the printer name, and then select **Properties**.
3. Select the **Troubleshooting** tab.
4. Select the **PhaserSMART Technical Support** link.
5. Follow the instructions on the screen.

Using the Xerox Support Centre

To access PhaserSMART Technical Support from the Xerox Support Centre:

1. Select one of the following options:
 - **Windows:** Double-click the **Xerox Support Centre** icon on your desktop.
 - **Macintosh:** Click the **Xerox Support Centre** icon in the dock.
2. Select your printer from the **Select Printer** drop-down list.
3. Select the **Solutions** tab.
4. Select the **Advanced Solutions** link.
5. Select the **Technical Support** link.
6. Click the **PhaserSMART** icon.



Xerox Support Centre

See also:

[Xerox Support Centre](#) on page 1-5

Xerox Support Centre

The **Xerox Support Centre** is a utility that is installed when running the driver installer. It is available for systems with Windows 2000 and later or Mac OS X, version 10.2 and higher.

The **Xerox Support Centre** appears on the desktop for Windows systems or is placed in the Mac OS X dock. It provides a central location for accessing the following information:

- User manuals and video tutorials
- Solutions to troubleshooting problems
- Printer and supplies status
- Supplies ordering and recycling
- Answers to frequently asked questions
- Default printer driver settings (Windows only)

Note: It is recommended that you use the Xerox driver installer instead of the Microsoft Add Printer Wizard. If you use the Microsoft Add Printer Wizard, the Xerox Support Centre is not installed on the PC. Also, the Xerox driver installer installs the Xerox printer driver, enabling you to work more efficiently by accessing printer features and resources to solve simple problems. This eliminates many of the help calls requesting printer support, saving you time for more critical tasks.

To start the Xerox Support Centre utility:

1. Select one of the following options:
 - **Windows:** Double-click the **Xerox Support Centre** icon on your desktop.
 - **Macintosh:** Click the **Xerox Support Centre** icon in the dock.
2. Select your printer from the **Select Printer** drop-down list.



Xerox Support Centre

CentreWare Internet Services (IS)

CentreWare IS provides a simple interface that enables you to manage, configure, and monitor networked printers from your desktop using an embedded web server. CentreWare IS gives administrators easy access to printer status, configuration, and diagnostic functions. It also provides users with access to printer status and special printing functions such as printing saved jobs. With CentreWare IS software, you can access and manage your printers over a TCP/IP network using a web browser.

CentreWare IS enables you to:

- Check supplies status from your desktop, saving a trip to the printer. Access job accounting records to allocate printing costs and plan supplies purchases.
- Define a network printer search and view a list of printers using Printer Neighborhood. The list provides current status information and allows you to manage printers independent of network servers and operating systems.
- Configure printers from your desktop. CentreWare IS makes it easy to copy settings from one printer to another.
- Define network, administration, and security features for a network printer.
- Set up and use a simple web-browser-based printing system. Marketing collateral, sales materials, business forms, or other standardized, frequently used documents can be saved as a group with their original driver settings then reprinted on demand at high speed from any user's browser. A printer with a hard drive is required to support these functions. In some printer models, a DX configuration is required to support these functions.
- Troubleshoot print-quality problems using built-in diagnostics.
- Define a link to your local web server's support page.
- Access online manuals and technical support information located on the Xerox website.

Note: CentreWare IS requires a web browser and a TCP/IP connection between the printer and the network (in Windows, Macintosh, or UNIX environments). TCP/IP and HTTP must be enabled in the printer. JavaScript is required to access the pages in Printer Neighborhood. If JavaScript is disabled, a warning message appears and the pages do not function properly.

To access CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).

For complete information about CentreWare IS, click the **Help** button in CentreWare IS to go to the *CentreWare IS Online Help*.

2 Network Installation Features

This chapter includes:

- [Using a Startup Network Configuration File](#) on page 2-2
- [Printer Driver Installation Features](#) on page 2-3
- [Discovery Protocols](#) on page 2-5

See also:

Advanced Features Guide at www.xerox.com/support

Using a Startup Network Configuration File

This section includes:

- [About the Configuration File](#) on page 2-2
- [Configuration File Requirements](#) on page 2-2
- [Specifying the Location of the Configuration File](#) on page 2-2

About the Configuration File

To configure printer settings or to perform other tasks, such as loading fonts, color tables, and job patches, you can create a startup network configuration file. When the printer is turned on or reset, the TFTP service on the TFTP server downloads the configuration file once an IP address is acquired and confirmed in the printer. The TFTP service processes the data in the configuration file as if it were a standard print job.

Configuration File Requirements

The configuration file must be:

- A valid PostScript or PCL file that contains the appropriate PostScript, PCL, or PJJ commands. For a list of the Xerox-unique PCL and PJJ commands, see [Printer Commands](#) on page B-1.
- Stored on a TFTP server that the printer can access over the TCP/IP network.

Specifying the Location of the Configuration File

To specify the location of the configuration file, do one of the following:

- If the printer is connected to a TCP/IP network in a DHCP/BOOTP environment, use the DHCP/BOOTP environment.
 - Use DHCP option 66 to specify the TFTP server IP address or hostname.
 - Use DHCP option 67 to specify the pathname of the configuration file.

For information on how to set these parameters, refer to your DHCP or BOOTP server documentation.

- If the printer is connected to a TCP/IP network in a non-DHCP environment, use CentreWare Internet Services (IS). On the **TCP/IP Settings** page, under **TFTP Settings**, do the following:
 - Enter the TFTP server IP address or hostname in the **TFTP Server Name** field.
 - Enter the pathname of the configuration file in the **Boot File Name** field.

For more information, see the *CentreWare IS Online Help*.

Printer Driver Installation Features

This section includes:

- [Walk-Up Printing Driver](#) on page 2-3
- [Walk-Up Installation](#) on page 2-3
- [Installation from the Printer's Hard Drive](#) on page 2-4
- [Auto-Configuring Driver](#) on page 2-4

Walk-Up Printing Driver

The Xerox Walk-Up Printing Driver enables printing from a PC or Macintosh to any Xerox PostScript-enabled printer. This is especially helpful for mobile professionals who travel to multiple locations and need to print to different printers. Instead of installing the printer drivers for each printer, you can download this driver from the web. Although it does not enable access to all printer-specific features, it does enable access to common printing features, such as 2-sided printing.

The driver contains basic features that are common to most of the PostScript-enabled printers, including:

- Portrait, landscape, and rotated landscape orientations
- Single-sided or two-sided printing
- Single or multiple pages per sheet (including booklet printing)
- Paper or transparency printing
- Page size selection

Note: For information about Xerox printer driver features that are available with specific operating systems, see [Printer Driver Features](#) in the *Advanced Features Guide* for your printer at www.xerox/support.

Walk-Up Installation

The Xerox Installer enables quick and easy installation of the printer driver. The installer is included on the *Software and Documentation CD-ROM*, supplied with the printer, and is available on the web. When you run the installer, the main screen lists the Xerox printers of that model discovered on the network or connected via USB. You can choose one of the discovered printers, enter the IP address of the desired printer, or use Walk-Up Technology.

This technology is especially helpful when there is more than one Xerox printer on the discovered printers list and you don't know the printer's IP address.

To use Walk-Up installation:

1. Select **Walk-Up Technology**, and then click the **Next** button on the main installer screen.
2. Walk up to the printer, and then press the **System** button on the control panel.
3. Select **Walk-Up Features**, and then **Select for Installation**.

The installer connects the computer to the printer, completes the driver installation, and then the printer prints a confirmation page.

Installation from the Printer's Hard Drive

You can install the printer driver from the printer's hard drive. This is especially useful if you do not have the *Software and Documentation CD-ROM*.

Note: If the printer does not have a hard drive but is connected to the internet, you can use this procedure to automatically connect to the web to install the driver.

To install the printer driver either from the hard drive or the web:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Support**.
4. Select **Software Installation** on the left navigation panel.
5. Select the **Printer Drivers** link.
6. Do one of the following:
 - If you are a Windows user, click **Windows Driver Installer** to install the driver, and then click the **Install** button to install the printer.
 - If you are a Macintosh user, click **Macintosh Driver Installer** to download the driver.

Auto-Configuring Driver

During installation, the bi-directional communication between the driver and a printer connected to a network identifies the printer's configuration (N, DN, DX, etc.) and the features available with the configuration such as, duplexing capability, additional trays, or a hard drive. The controls for settings, such as 2-sided printing, tray selection, and secure printing are displayed or hidden/grayed out, and the mimic displays the correct printer configuration. This driver feature prevents users from making incorrect selections during installation.

Discovery Protocols

This section includes:

- [Multicast DNS](#) on page 2-5
- [Service Location Protocol](#) on page 2-5

Multicast DNS

To change the Multicast DNS (Bonjour) settings:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Click the **Protocols** folder on the left navigation panel.
5. Select **TCP/IP**.
6. If prompted, enter your Admin or Key User name and password.
7. Under **DNS Settings**, in the **Multicast DNS Enable** field, select one of the following:
 - **On**: The printer can respond to Multicast DNS and be automatically discovered on an IP network by Apple Macintosh OS X technology.
 - **Off**: The printer cannot be automatically discovered.
8. If you select **On**, follow the instructions on the page. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.
9. Click the **Save Changes** button.

Service Location Protocol

To change the configuration of the Service Location Protocol (SLP) Service Agent in the printer:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Click the **Protocols** folder on the left navigation panel.
5. Select **TCP/IP**.
6. If prompted, enter your Admin or Key User name and password.
7. Under **Service Location Protocol (SLP) Settings**, in the **SLP Enable** field, select **On** or **Off**.
8. If you select **On**, follow the instructions on the page. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.
9. Click the **Save Changes** button.

3 Network Administration Features

This chapter includes:

- [Printer Neighborhood](#) on page 3-2
- [Job Accounting](#) on page 3-3
- [Usage Profile Reports](#) on page 3-4
- [Xerox Usage Analysis Tool](#) on page 3-5
- [Protocol Control](#) on page 3-6
- [Cloning](#) on page 3-13

Printer Neighborhood

Printer Neighborhood is a tool in CentreWare IS that enables you to search for printers on your network, check their status, and manage them remotely. You can also install, manage, and view printer usage information.

The default printer search mode is **Quick Phaser Search**, which quickly finds the Phaser printers on your local subnet. To search for all types of printers or to change other defaults, click the **Preferences** tab.

Note: Javascript is required in order to access and use pages in Printer Neighborhood. If Javascript is disabled, a warning message is displayed and the pages will not function properly.

To access Printer Neighborhood:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click the **Printer Neighborhood** button.

A list of network printers is displayed.

Job Accounting

The printer stores information about print jobs. This information is stored in a log file, which lists job records. Each job record contains fields such as user name, job name, pages printed, job times, and toner or ink used. Not all fields are supported by all printers. For more information about the fields supported, go to the *CentreWare IS Online Help* or *CentreWare Web Online Help*.

The job accounting values reported also vary depending on the protocol and print command used when each job was printed. For example, using Windows via the default standard TCP/IP port with the recommended PostScript driver specific to your model provides the printer with the most information about the job being printed. When using other drivers with various protocols, the operating system may enter unexpected information in certain fields, such as a job name listed as LST: or LST:BANNER.

The log file is stored either in the printer's RAM memory or on the hard drive if one is installed in the printer. It is recommended that a hard drive be used for job accounting.

- With a hard drive, the printer can store information about 5000 print jobs. The data in the log file is saved when the printer is turned off or reset.
- Without a hard drive, the printer can store information about the most recent 500 print jobs. The data in the log file is not saved when the printer is turned off or reset.

Note: Data in job accounting records may be a security risk because the names of users, as well as the titles, date, time, and length of printed jobs can be exposed. The content of print job pages is not stored in the job accounting system.

Job accounting can be enabled or disabled through CentreWare IS and CentreWare Web.

To access job accounting information using CentreWare IS:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Jobs**.

The **Job Accounting Links** page provides links that enable you to browse, download, clear, or disable job accounting records. For complete information on CentreWare IS job accounting, including clearing job information, downloading job information to a file, and job accounting file formats, click the **Help** button in CentreWare IS to view the online help.

To access CentreWare Web, go to www.xerox.com/office/pmtools.

Enabling or Disabling Job Accounting

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click the **Properties** tab.
4. Select the **Security** folder on the left navigation panel.
5. Select **Printer Security Settings**.
6. In the **Job Accounting Record** field, **Enabled** is checked by default. To disable all job accounting uncheck the **Enabled** check box.
7. Click the **Save Changes** button.

Usage Profile Reports

The printer generates reports accessible through CentreWare IS that detail device usage. Usage profile reports track multiple items, including:

- Printer information, such as printer name, date installed, total pages printed, options installed, and network ID.
- Supplies usage data, such as toner or ink. By tracking supplies usage, you can order supplies before they reach their end of life.
- Media and tray information, such as how often prints are made on paper compared to transparencies, and how often each tray is used.
- Job characteristics, such as size and timing of jobs.

Setting Up Usage Profile Reporting

To set up usage profile reporting:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Jobs**.
4. Select **Usage Profile Reports** on the left navigation panel.
5. Click the **Usage Profile Properties** link. Follow the instructions on the page to set up reports. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.
6. Click the **Save Changes** button.

Sending Usage Profile Reports

To send a usage profile report:

1. Launch your web browser.
2. Enter the printer's IP address in your browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Jobs**.
4. Select **Usage Profile Reports** on the left navigation panel.

5. Enter the desired email address in the **Send to Specific Address** field.
6. Click the **Send Usage Profile Report** button.

Note: To send usage profile reports using email, MaiLinX must be properly set up. See [MaiLinX Remote Printing](#) on page 3-10.

Xerox Usage Analysis Tool

The Xerox Usage Analysis Tool (UAT) enables you to collect and analyze enterprise-wide Xerox network printer usage data with customizable features:

- **Cost Analysis:** Track printing costs by groups of users or by groups of printers.
- **Print Job Analysis:** Analyze print jobs to review media type, color coverage, paper source, and other job specifics. Plan your next consumable order based on prior usage.
- **Printer Usage Analysis:** Track printer usage patterns to identify printers that are underworked or overused.
- **Reports:** Collect and present printer data in a number of formats with complete transaction and summary reports designed for Excel or other custom billing systems.

Note: Job accounting must be enabled in the printer for the Usage Analysis Tool is to be used. If job accounting is disabled, there are no records created in order for the UAT tool to function.

For complete information about using the Xerox Usage Analysis Tool provided by the application's online help system, go to www.xerox.com/office/uat.

System Requirements

- IP network
- Xerox printer with Ethernet interface (optional hard drive recommended)
- Xerox Usage Analysis Tool client:
 - A PC with an Intel Pentium III processor or higher, at least 128 MB of RAM, and at least 500 MB of hard drive space recommended.
 - Operating systems supported: Windows 2000, Windows XP, and Windows Server 2003 or later.
- Xerox Usage Analysis Tool server:
 - A PC with an Intel Pentium III processor or higher, at least 256 MB of RAM, and at least 1 GB of hard drive space recommended.
 - Operating systems supported: Windows 2000, Windows XP, and Windows Server 2003 or later.
- Framework: .NET Framework 1.1 (included with the Xerox Usage Analysis Tool)

Protocol Control

This section includes:

- [HTTP](#) on page 3-6
- [TCP/IP](#) on page 3-6
- [Port 9100](#) on page 3-7
- [LPR](#) on page 3-8
- [IPP](#) on page 3-8
- [SNMP](#) on page 3-9
- [Email Server](#) on page 3-9
- [MaiLinX Remote Printing](#) on page 3-10
- [MaiLinX Alerts](#) on page 3-11

See also:

[Discovery Protocols](#) on page 2-5

All network protocols, including network printing, printing services, printer discovery, and management protocols can be enabled or disabled on the printer. If a protocol is enabled, you can set configuration parameters.

Note: To secure protocols, disable any protocols you are not using. This prevents unauthorized access through applications that use these protocols. For example, if you want to use IPP for a secure printing channel, disable the other printing protocols, Port 9100 and LPR.

HTTP

By default, HTTP is enabled. For information on disabling HTTP, contact Xerox Technical Support at www.xerox.com/support.

See also:

[About HTTP, HTTPS, and SSL/TLS](#) on page 4-3

TCP/IP

To change TCP/IP settings:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **TCP/IP**.
6. Enter your Admin or Key User name and password, if prompted.
7. In the **BOOTP/DHCP** box, select one of the following:
 - **On:** The printer issues BOOTP and DHCP requests on startup.
 - **Off:** The printer does not issue BOOTP or DHCP requests on startup.

8. If you select **Off**, follow the instructions in the **TCP/IP Settings** section to manually enter the printer's TCP/IP information.
 - Enter the TFTP server IP address or hostname in the **TFTP Server Name** field.
 - Enter the pathname of the configuration file in the **Boot File Name** field.
9. Under **DDNS/WINS Settings**, in the **DDNS** box, select one of the following:
 - **On**: The printer registers its IP name and address so other devices on the network can refer to it by name.
 - **Off**: The printer does not register its IP name and address. If **DDNS** is **Off**, these values may be set by **BOOTP/DHCP** if enabled.
10. If you select **On**, follow the instructions in **DDNS/WINS Settings** to manually enter settings to identify the printer. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.
11. Click the **Save Changes** button.

Port 9100

To change Port 9100 settings:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **Port 9100**.
6. If prompted, enter your Admin or Key User name and password.
7. Select **On** or **Off** in the **Port 9100** box.
8. If you select **On**, follow the instructions on the page to select Port 9100 settings. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.
9. Click the **Save Changes** button.

LPR

To change LPR settings:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **LPR**.
6. If prompted, enter your Admin or Key User name and password.
7. Select **On** or **Off** in the **LPR** box.
8. If you select **On**, follow the instructions on the page to select LPR settings. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.
9. Click the **Save Changes** button.

IPP

To change IPP settings:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **IPP**.
6. If prompted, enter your Admin or Key User name and password.
7. Select **On** or **Off** in the **IPP (Internet Printing Protocol)** box.
8. If you select **On**, follow the instructions on the page to select IPP settings. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.

- Note:** To configure IPP for secure/encrypted printing, specify a username, password, and digest authentication (for Windows only). Every client that tries to print to the printer over IPP must enter this information. The user name and password are sent in plain text to the printer. If you specify digest authentication, the password is secured before it is sent to the printer.
9. Click the **Save Changes** button.

SNMP

For information on configuring SNMP, see [Configuring SNMP](#) on page 4-15.

FTP

To change FTP settings:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **FTP**.
6. If prompted, enter your Admin or Key User name and password.
7. Select **On** or **Off** in the **FTP** box.
8. If you select **On**, follow the instructions on the page to select FTP settings. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.
9. Click the **Save Changes** button.

Email Server

You can configure email server settings in CentreWare IS by either:

- Automatically identifying the SMTP email server (recommended).
- Manually specifying the SMTP email server.

You can also specify a return email address for undelivered email, such as MaiLinX alerts and usage profile reports, to your email address.

To configure email server settings:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **Email Server**.
6. If prompted, enter your Admin or Key User name and password.
7. Do one of the following:
 - To automatically identify the SMTP email server, click the **Use DNS to Identify SMTP Server (Automatic)** option, and then enter the **Primary Name Server IP Address** and the **Secondary Name Server IP Address** using the 4-byte IP address of the email server.
 - To manually specify the SMTP email server, click the **Specify SMTP Server Manually** option, and then enter the information for the email server. Set the 4-byte IP address of the SMTP Email Server to send alert notifications. If there is no DNS server, then only the IP Address is allowed.

8. (Optional) To specify an email address for returning undelivered email, enter your email address in the **Return Email Address** field.
9. Click the **Save Changes** button.

See also:

- [MaiLinX Alerts](#) on page 3-11
- [Usage Profile Reports](#) on page 3-4

MaiLinX Remote Printing

About MaiLinX Remote Printing

MaiLinX Remote Printing provides the following key features:

- The ability to send print jobs to a group of printers.
- Print services across firewalls and proxies.
- Status reporting using email messages.

MaiLinX Remote Printing consists of two parts:

- Client software installed on each user's workstation or PC enables users to send print jobs from Windows applications to Xerox printers over the Internet. The client software enables users to set up their Internet-connected printers and create groups and subgroups of printers for easy distribution of print jobs.
- A CentreWare IS Printing Service on a Xerox printer processes the print jobs from the clients.

System Requirements

- The client software requires an SMTP-capable email server/forwarder through which the client software on the user's computer can send email.
- Each printer requires an account on a POP3-capable email server from which it can retrieve email.

Setting Up MaiLinX Remote Printing

To set up your printer for remote printing:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **Remote Printing**.
6. If prompted, enter your Admin or Key User name and password.
7. Set the **MaiLinX Remote Printing** box to **On**. Follow the instructions on the **MaiLinX Remote Printing** page to set up your printer for remote printing. For more information including a description of the fields, click the **Help** button in CentreWare IS to view the online help.

MaiLinX Alerts

About MaiLinX Alerts

MaiLinX alerts enable the printer to automatically send email to you and/or specified users when the following conditions occur:

- The printer requires attention or when service is needed.
- The printer displays an error, warning, or alert.
- A reply to a MaiLinX Remote Printing message is desired.

For more information, click the **Help** button in CentreWare IS to view the online help.

Setting Up MaiLinX Alerts

To enable MaiLinX alerts:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left navigation panel.
5. Select **Mail Alerts**.
6. If prompted, enter your Admin or Key User name and password.
7. Select **On** in the **MaiLinX (and Usage Profile Properties)** box.
8. Follow the instructions on the page to specify up to three users to receive messages: Admin, Key User, and Service. You can also select advanced settings for:
 - Specifying email server settings.
 - Reading or changing default messages.
 - Reading or changing conditions and trigger settings.
9. Click the **Save Changes** button.

EtherTalk

To change EtherTalk settings:

- 1.** Launch your web browser.
- 2.** Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
- 3.** Click **Properties**.
- 4.** Select the **Protocols** folder on the left navigation panel.
- 5.** Select **EtherTalk**.
- 6.** If prompted, enter your Admin or Key User name and password.
- 7.** Select **On** or **Off** in the **EtherTalk** box.
- 8.** If you select **On**, follow the instructions on the page to select Ethertalk options. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.
- 9.** Click the **Save Changes** button.
- 10.** If prompted, enter your Admin or Key User name and password.

Cloning

Cloning enables you to configure one printer and then copy that configuration to another printer on the same network. You can access cloning using CentreWare IS or CentreWare Web.

- Using CentreWare IS, you can select the settings you want to clone from one printer to another printer.
- Using CentreWare Web, you can select the settings you want to clone from one printer to one or more printers.

To clone settings from one printer to another printer using CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select **Clone Settings**.
5. Enter your Admin or Key User name and password, if prompted.
6. On the **Clone Printer** page, select the settings you want to clone from the source printer or click **Check All** to select all the settings.
7. Enter the IP address or DNS Name of the destination printer in the **IP Address** or **DNS Name** field.
8. (Optional) To assign a printer name to the destination printer, enter this name in the **Printer Name (SNMP System Name)** field.
9. If the destination printer is located in a different domain/zone, modify the information in the **EtherTalk Zone** and/or **IP Domain Name** fields.
10. Click the **Clone Selected Settings** button.
A list of the selected settings to clone is displayed.
11. Click the **Clone** button to clone the destination printer with the selected settings from the source printer.

To access CentreWare Web, go to www.xerox.com/office/pmtools.

4 Security Features

This chapter includes:

- [Basic Concepts](#) on page 4-2
- [Securing the Printer in a High Security Environment](#) on page 4-5
- [Setting Up a Certificate](#) on page 4-6
- [Configuring SSL](#) on page 4-7
- [Configuring Administrator and Key User Settings](#) on page 4-8
- [Configuring the Print Host Access List](#) on page 4-9
- [Securing the Hard Drive](#) on page 4-10
- [Locking the Control Panel Menus](#) on page 4-13
- [Controlling Access to Color Printing](#) on page 4-13
- [Configuring SNMP](#) on page 4-15

Basic Concepts

This section includes:

- [About Admin and Key User Accounts](#) on page 4-2
- [About HTTP, HTTPS, and SSL/TLS](#) on page 4-3
- [About Certificates](#) on page 4-3
- [About Access Control Lists](#) on page 4-4

About Admin and Key User Accounts

Admin and Key User accounts in CentreWare IS enable you to limit access to specific printer functions by specifying passwords for user classes. CentreWare IS requires a name and password before access to the controlled printer functions are allowed.

The user classes are:

- **Admin:** The person with the ultimate management responsibility and authority for controlling all functions of the printer.
- **Key User:** A person who has some administrative responsibilities and who manages some or all of the printer functions.
- **Any User:** Includes the majority of people who will be sending print jobs to the printer.

Once the passwords are set, select the printer functions that each user class has the right to access. The three categories of printer functions are:

- Administrative Functions
- Web Server Printing
- Printer Neighborhood Functions

See also:

- [Configuring Administrator and Key User Settings](#) on page 4-8

About HTTP, HTTPS, and SSL/TLS

HTTP (Hyper Text Transfer Protocol) is the protocol used to communicate across the internet between the printer web server and the web browser (clients). Because the data is transmitted in plain text and passwords are only slightly encrypted, it is not secure; the data can be read or intercepted by other people.

HTTPS (Secure Hyper Text Transfer Protocol) is a secure version of HTTP. HTTPS provides authentication and encrypted communication to preserve the confidentiality of your data. Instead of using plain text, HTTPS uses either the SSL (Secure Socket Layer) protocol or the TLS (Transport Layer Security) protocol to encrypt data, thus ensuring reasonable protection from eavesdroppers and man-in-the-middle attacks.

Before using HTTPS, you must set up a certificate and select when to use SSL to encrypt data. You can set the printer to use SSL either to secure web pages that use passwords or to secure all web pages.

See also:

- [About Certificates](#) on page 4-3
- [Setting Up a Certificate](#) on page 4-6
- [Configuring SSL](#) on page 4-7

About Certificates

A certificate is an electronic message containing information about the printer and a digital signature. A certificate is stored in the printer and is used to validate the identity of the printer to clients and network servers and to allow encrypted communication.

For maximum security, before configuring passwords, set up a certificate and then configure SSL to encrypt data including passwords. You can set up a self-signed certificate or download a root-signed certificate, depending on your requirements.

See also:

- [Self-Signed Certificates](#) on page 4-3
- [Root-Signed Certificates](#) on page 4-4

Self-Signed Certificates

Setting up a self-signed certificate is a quick and easy way to establish a certificate on the printer. The printer automatically generates a default self-signed certificate when the printer is turned on for the first time. To modify the certificate so it is specific to your printer, use CentreWare IS to enter information about the location of the printer.

While self-signed certificates are safe for most applications and allow data encryption, they do not ensure valid authentication. Self-signed certificates are not necessarily secure because the certificate owner is only confirming his own identify instead of verification by a trusted third party. Although self-signed certificates encrypt the data that is exchanged, they do not prevent man-in-the-middle attacks.

If you want to use HTTPS, each printer must have a unique certificate that is accepted by each browser used to access the printer. This allows the printer web server to use HTTPS and encrypt data between the web browser and the printer. In addition, because each printer's certificate is unique, you must load a different certificate into the browser for each printer the browser will access.

Root-Signed Certificates

Root-signed certificates are from a trusted Certificate Authority (CA). Using a certificate signed by a CA enables you to load one certificate into each browser, allowing access to all printers. Certificates from a trusted third party are considered more secure than self-signed certificates. Unlike self-signed certificates, root-signed certificates are not susceptible to man-in-the-middle attacks.

See also:

[Setting Up a Certificate](#) on page 4-6

[Configuring SSL](#) on page 4-7

About Access Control Lists

Access control lists enable you to limit access to devices, as well as device configuration and management features. By default, access control lists are unrestricted, which means all computers and host systems are allowed access.

The printer has four access control lists that may be configured using CWIS:

- **Print Host Access List:** The computers from which users can print. For information on setting up the Print Host Access List, see [Configuring the Print Host Access List](#) on page 4-9.
- **Administrator Access List:** The computers from which you can change printer settings. For information on setting up the Administrator Access List, see [Configuring Administrator and Key User Settings](#) on page 4-8.
- **Key User Access List:** The computers from which key users can change printer settings. For information on setting up the Key User Access List, see [Configuring Administrator and Key User Settings](#) on page 4-8.
- **SNMP Access List:** The host machines that are authorized to access the printer using SNMP. For information on setting up the SNMP Access List, see [Configuring the SNMP Access Control List](#) on page 4-20.

Securing the Printer in a High Security Environment

If you are concerned about the security of your printer in a high security environment, such as a college or printing kiosk, you can configure settings in CentreWare IS to *lockdown* or fully secure the printer. If you are not concerned about the security of your printer, you may only need to set up a certificate and then configure SSL to encrypt data including passwords.

To fully secure a printer:

1. Set up a certificate. (See [Setting Up a Certificate](#) on page 4-6.)
2. Select when to use SSL. (See [Configuring SSL](#) on page 4-7.)

Note: The following steps may be completed in any order.

3. Select the Administrator and Key User Settings. (See [Configuring Administrator and Key User Settings](#) on page 4-8.)

Note: To prevent users from changing settings, clear the **Modify Configuration Web Pages** check box. To prevent users from viewing settings, clear the **View Configuration Web Pages** check box.

4. Set up the Print Host Access List. (See [Configuring the Print Host Access List](#) on page 4-9.)
5. Set up the removal of Unprinted Personal, Secure, and Proof Print Jobs. (See [Selecting the Automatic Removal of Secure, Personal, and Proof Jobs Option](#) on page 4-11.)
6. Select the **Hard Drive Overwrite** option. (See [Securing the Hard Drive](#) on page 4-10.)
7. Lock the control panel menus. (See [Locking the Control Panel Menus](#) on page 4-13.)
8. Configure SNMP. (See [Configuring SNMP](#) on page 4-15.)
9. Disable unused protocols. (See [Protocol Control](#) on page 3-6.)
10. Disable **Job Accounting**. (See [Enabling or Disabling Job Accounting](#) on page 3-4.)

Note: To secure protocols, disable any protocols you are not using. This prevents unauthorized access through applications that use these protocols. For example, if you want to use IPP for a secure printing channel, disable the other printing protocols, Port 9100 and LPR. Disabling some protocols also disables some printer functions, such as printer discovery and PrintingScout.

Setting Up a Certificate

To modify a self-signed certificate so it is specific to your printer or to install a downloaded root-signed certificate on the printer:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left navigation panel.
5. Select **SSL**.
6. Enter your Admin or Key User name and password, if prompted.

The **Current State** field displays the current state of the printer. Possible values include:

- **A Digital Certificate is not established on this machine.** This state displays if an error occurred when the certificate was created.
 - **A Self-Signed Certificate is established on this machine.** The printer creates a Self-Signed Certificate by default.
 - **A CSR has been created, and can be accessed through the following location.** This allows the administrator to access the Certificate Signing Request, or click **Install Signed Certificate** to upload a signed certificate to the printer. This state displays after a CSR is generated, and before a signed certificate is installed.
 - **A Digital Certificate has been installed on this machine.** This state displays after a Signed Digital Certificate is installed.
7. Click the **Create Certificate** button.
 8. Do one of the following:
 - To modify a Self-signed Digital Certificate, select **Self-Signed Certificate**.
 - To install a Signed Digital Certificate that includes a private key from a trusted Certificate Authority (CA), select **Install downloaded Certificate**.
 9. Click the **Next** button.
 10. Do one of the following:
 - If you select **Self-Signed Certificate**, enter the appropriate information in the fields, and then click the **Finish** button to save the settings. For more information, including a description of the fields, click the **Help** button in CentreWare IS to view the online help.
 - If you select **Install Downloaded Certificate**, click the **Browse** button to select the certificate from the PC's hard drive, and then click the **Finish** button to validate and install the certificate. Once the certificate is installed, the main SSL page displays.

See also:

[About Certificates](#) on page 4-3

Configuring SSL

Once a certificate is set up, you can select when to use SSL to secure the connection between the printer and the server.

Note: You can restrict user access to SSL pages in CentreWare IS. For more information, see [Configuring Administrator and Key User Settings](#) on page 4-8.

To configure SSL:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left navigation panel.
5. Select **SSL**.
6. If prompted, enter your Admin or Key User name and password.
7. In the **Use SSL** box, select one of the following options:
 - **Never** (the default): SSL authentication is not required.
 - **To Secure Passwords**: Secures web pages that use passwords. A certificate must exist on the printer before you can use this setting.
 - **To Secure Pages and Passwords**: Secures all web pages.
8. Click the **Save Changes** button.

See also:

[Setting Up a Certificate](#) on page 4-6

Configuring Administrator and Key User Settings

To prevent unauthorized changes to printer settings:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (http://xxx.xxx.xxx.xxx).
3. Click **Properties**.
4. Select the **Security** folder on the left navigation panel.
5. Select **Administrative Security Settings**.
6. If prompted, enter your Admin or Key User name and password.
7. In the **Administrator Settings** box, do one or both of the following:
 - In the **Host Access List** field, enter the IP addresses or host names of the computers allowed to change printer settings. Separate entries with a blank or a comma, specify ranges with a hyphen (-), and use an asterisk (*) to represent a group of numbers (e.g., 13.11.999.*). The default setting is **Unrestricted**, which allows all users to change printer settings.
 - In the **User Name** and **Password** fields, enter your user name and password (up to 10 alphanumeric characters). In **Verify Password**, re-enter the password. The user name and password should be kept secure.
8. Repeat Step 7 in the **Key User** box. When entering the user name and password, enter the user name and password for key users.

Note: If you want to use the Key User account, you must configure an Administrator account. If the Administrator account is empty, then Any User has the same permissions as the Administrator user.

9. In the **Feature Authorization Settings** box, select the check boxes next to the settings you want to enable for each type of user. Clear the check boxes next to the settings you want to prevent users from changing. The administrator has full rights and access to all functions. Any User may not have greater access to a function than the Key User.

Note: To prevent users in the **Key User** or **Any User** classes from using CentreWare IS to change printer settings, clear the **Modify Configuration Web Pages** check box. If you want to prevent users in the **Key User** or **Any User** classes from viewing CentreWare IS pages that control printer settings, clear the **View Configuration Web Pages** check box.

10. Click the **Save Changes** button.

See also:

[About Admin and Key User Accounts](#) on page 4-2

Configuring the Print Host Access List

To prevent unauthorized printing to your printer:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left navigation panel.
5. Select **Printing Security Settings**.
6. If prompted, enter your Admin or Key User name and password.
7. Enter the IP addresses or host names of the computers allowed printing access in the **Host Access List** field. Separate entries with a blank or a comma, specify ranges with a hyphen (-), and use an asterisk (*) to represent a group of numbers (e.g., 13.62.156.*). The default setting is **Unrestricted**, which allows all users to access the printer to print their jobs.
8. Click the **Save Changes** button.

See also:

[About Access Control Lists](#) on page 4-4

Securing the Hard Drive

This section includes:

- [Selecting the Hard Drive Overwrite Security Option](#) on page 4-10
- [Selecting the Automatic Removal of Secure, Personal, and Proof Jobs Option](#) on page 4-11

Selecting the Hard Drive Overwrite Security Option

When a file is deleted from the printer's hard drive, only the file name is deleted; the data in the file remains on the hard drive, regardless of the operating system. An unauthorized person could, possibly, retrieve the data in the file that was deleted.

Printers with a hard drive have a Hard Drive Overwrite Security option. This option overwrites the data stored on the hard drive of a file marked for deletion using DOD5200.28-M, a U.S. Department of Defense three-pass overwriting process: first with a pattern of 0's, next with a pattern of 1's, and finally with a random pattern of bits. This is done before the file's directory entry is removed and the storage space on the hard drive is marked as available for reuse. The random pattern of bits stays on the hard drive until it is overwritten by another file.

By default, the Hard Drive Overwrite Security option is disabled. To select the Hard Drive Overwrite Security option, use one of the following methods:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To select the Hard Drive Overwrite Security option:

1. On the control panel, press the **System** button.
2. Select **General Setup**, and then press the **OK** button.
3. Select **File Security**, and then press the **OK** button.

Note: If File Security is locked on the control panel, use CentreWare IS to select the Hard Drive Overwrite Security option.

4. Select **Overwrite Removals**, and then press the **OK** button.
5. Select **On** or **Off**, and then press the **OK** button.

Using CentreWare IS

To select the Hard Drive Overwrite Security option:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left navigation panel.

5. Select **Printing Security Settings**.
6. If prompted, enter your Admin or Key User name and password.
7. Under **Hard Drive Overwrite Security Options**, select one of the following options:
 - **Never overwrite files/jobs**: Disables the printer's overwrite feature.
 - **Always overwrite when deleting files/jobs**: Sets the printer to always overwrite the files on the hard drive when they are deleted.
8. Click the **Save Changes** button.

Selecting the Automatic Removal of Secure, Personal, and Proof Jobs Option

The printer enables you to store secure, personal, and proof jobs on the hard drive and then print them later. You can choose how long these jobs remain on the hard drive. This feature is useful when someone:

- Forgets about an unprinted secure, personal, or proof job that was stored on the hard drive.
- Sends a secure job to the printer, but does not walk to the printer to print the job.
- Stores a proof job, prints it once, and then forgets to delete it.

To set the automatic removal of secure, personal, and proof print files from the hard drive, use one of the following methods:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To select the automatic removal of secure, personal, and proof print files from the hard drive:

1. On the control panel, press the **System** button.
2. Select **General Setup**, and then press the **OK** button.
3. Select **File Security**, and then press the **OK** button.

Note: If File Security is locked on the control panel, use CentreWare IS to select the Hard Drive Overwrite Security option.

4. To remove all secure, personal, and proof print job files:
 - a. Select **Remove Job Files**, and then press the **OK** button.
 - b. Select **On** or **Off**, and then press the **OK** button.

Note: Remove Job Files does not remove saved or protected print job files.

5. To remove all secure, personal, and proof print files every day at a set time:
 - a. Select **Daily Removal**, and then press the **OK** button.
 - b. Select **On** or **Off**, and then press the **OK** button.
 - c. Select **Remove At HH:MM**, and then press the **OK** button.

- d. Enter the hour, and then press the **OK** button.
 - e. Enter the minute, and then press the **OK** button.
 6. To remove all secure, personal, and proof print files after the files are a certain age or older:
 - a. Select **Age-based Removal**, and then press the **OK** button.
 - b. Select **On** or **Off**, and then press the **OK** button.
 - c. If you selected **On**, select **Remove At Age**, and then press the **OK** button.
 - d. Enter **1** to **999** hours, and then press the **OK** button.

Note: To reset all items in the File Security menu to their default values, select **Reset File Security**.

Using CentreWare IS

To select the automatic removal of secure, personal, and proof print files from the hard drive:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left navigation panel.
5. Select **Printing Security Settings**.
6. If prompted, enter your Admin or Key User name and password.
7. Under **Remove Unprinted Personal, Secure and Proof Jobs**, select one or more of the following options:
 - **Upon Save Changes:** All personal, secure, and proof jobs are removed when you click the **Save Changes** button.
 - **At this time each day (24hr):** All unprinted personal, secure, and proof jobs are removed at this time each day.
 - **When jobs are:** All unprinted, personal, secure, and proof jobs are removed when they are this age or older.

Note: Files deleted using one of these options are overwritten if the Hard Drive Overwrite Security option has been enabled. For more information, see [Selecting the Hard Drive Overwrite Security Option](#) on page 4-10.

8. Click the **Save Changes** button.

Locking the Control Panel Menus

To prevent others from changing settings in the printer setup menus, you can lock some of the control panel menus. This is useful when printers are located in public places, such as schools, libraries, and office/print centers.

Use CentreWare IS to lock or unlock the control panel menus:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left navigation panel.
5. Select **Control Panel Lockout**.
6. If prompted, enter your Admin or Key User name and password.
7. Select the check box of each control panel menu item you want to lock.

Note: If you lose the Admin password and **Reset NVRAM** is locked on the control panel, a Fee-For-Service call is required to reset the password and to enable changes to printer settings. When the password is reset, you must reconfigure the printer settings because all the stored data is deleted.

8. Click the **Save Changes** button.

Controlling Access to Color Printing

To control the user's access to color printing, you can require the use of a 4-digit numeric password to print in color.

To require a password:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left navigation panel.
5. Select **Printing Security Settings**.
6. Enter a 4-digit numeric password in the **Color Permission PIN** field.
7. Click the **Save Changes** button.

Note: You will not be able to use the TekColor tab until you enter a numeric password in the driver.

To enter a password in the driver:

1. Access the driver.

Note: Usually you access the driver by clicking **Print** in your application, and then clicking **Properties**.

2. On the **Layout** tab, click the **Advanced** button.
3. In the **Color Access** field, enter the numeric password.

The TekColor tab is now available for use and the user can print in color.

Controlling Access to Color Copying

To control the user's access to color copying, you can set the printer's control panel to require a numeric password to copy in color.

1. Press the **System** button.
2. Select **General Setup** menu, and then press the **OK** button.
3. Select **System Controls**, and then press the **OK** button.
4. Select **Copy Password**, and then press the **OK** button.
5. Select **Enable Password**, and then press the **OK** button.
6. Use the **Up** and **Down Arrow** buttons to select a password and then press the **OK** button.

Configuring SNMP

This section includes:

- [Configuring SNMP for Maximum Security](#) on page 4-15
- [Configuring SNMP v1/v2c](#) on page 4-16
- [Configuring SNMP v3](#) on page 4-18
- [Configuring the SNMP Access Control List](#) on page 4-20
- [Disabling SNMP](#) on page 4-20

If you are using SNMP, you must configure it using CentreWare IS. If you are not using SNMP, disable it to prevent unauthorized access through applications that use SNMP. For information on disabling SNMP, see [Disabling SNMP](#) on page 4-20.

SNMP is a set of protocols designed to help manage complex networks. SNMP compliant devices store data about themselves in MIBs and return this data to the SNMP requestors. The SNMP configuration pages provide control over SNMP security, including the methods to configure:

- Administrative and Key User Accounts with privacy and authentication protocols and keys associated with each account.
- SNMP user account read or read/write access.
- An access control list that limits SNMP access to the printer specific hosts.

Note: The **Current State** field on the **SNMP Configuration** page identifies the SNMP enable/disable status. Possible values include **SNMP v3 Enabled**, **SNMP v1/v2c Enabled**, and **All SNMP Protocols Disabled**.

Configuring SNMP for Maximum Security

Note: A SSL certificate must be established on the printer to enable SNMP v3. In most cases, a certificate is automatically established when the printer is first turned on and no other action is required.

Use CentreWare IS to configure SNMP for maximum security:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select **SSL**:
 - a. Select the **Security** folder on the left navigation panel, and then select **SSL**.
 - b. If prompted, enter your Admin or Key User name and password.
 - c. On the **SSL** page, for **Use SSL**, select **To Secure Pages and Passwords**.

5. Restrict access to the CentreWare IS SNMP and SSL pages:
 - a. On the **Properties** tab, select **Security**.
 - b. Select **Administrative Security Settings** on the left navigation panel.
 - c. If prompted, enter your Admin or Key User name and password.
 - d. On the **Administrative Security Settings** page, clear the **View Configuration Web Pages** and **Modify Configuration Web Pages** check boxes for users who should not have access to these pages.
6. Configure SNMP v3 by setting up the SNMP Administrative and Key User accounts:
 - a. Select the **Protocols** folder on the left navigation panel, and then select **SNMP**.
 - b. If prompted, enter your Admin or Key User name and password.
 - c. On the **SNMP Configuration** page, click the **Configure SNMP v3** button and set up the SNMP Administrative account. For more information, see [Configuring SNMP v3](#) on page 4-18, or click the **Help** button in CWIS help.

Configuring SNMP v1/v2c

Configuring SNMP v1/v2c Community Names

To configure SNMP v1/v2c community names:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **SNMP**.
6. If prompted, enter your Admin or Key User name and password.
7. On the **SNMP Configuration** page, click the **Configure SNMP v1/v2c** button.
8. To set community names for GET/SET SNMP queries and traps, enter information (up to 32 alphanumeric characters) in one or more of the following fields:

Note: These names are not displayed on this page, but are shown as a row of asterisks (*).

- **GET Community Name:** Allows a host to perform SNMP GETS on the printer using this community name.
- **SET Community Name:** Allows a host to perform SNMP SETS on the printer using this community name.
- **Trap Community Name:** Allows a host to receive traps from the printer using this community name.

Note: Hosts must have these community names configured in their applications to access the printer using **SNMP v1/v2c**.

9. Click the **Apply** button to save the changes.

Adding or Editing Traps for SNMP v1/v2c

To add or edit traps for SNMP v1/v2c:

1. On the **SNMP Configuration** page: Click the **Configure SNMP v1/v2c** button, and then click the **Configure Traps** button.

The **Configure Traps** page lists the current Trap Destination Addresses for the SNMP protocol.

- The **Address** column lists the Trap Destination IP address or DNS Name.
 - The **Version/Type** column lists the SNMP Trap version or Inform Request for sending to the specified trap address. SNMP Trap versions include SNMP v1 Traps, SNMP v2c Traps, and SNMP v2c Inform Requests.
 - The **Traps** column lists the types of traps to send to the Trap Destination Address. Traps to be received include Printer Traps, Job Monitoring Traps, Cold Start, and Authentication Traps.
2. Do one of the following:
 - To add traps for SNMP v1/v2c, click the **Add Destination** button, and then go to Step 3.
 - To edit the settings for a Trap Destination Address, click the corresponding **Edit** button, and then go to Step 3.
 - To delete a Trap Destination Address, click the corresponding **Delete** button.
 3. To add or edit a Trap Destination IP Address, click the **IP Address** radio button, and then enter the IP Address in the fields.
 4. To add or edit a Trap Destination DNS Name, click the **DNS Name** radio button, and then enter the DNS Name in the field.
 5. For a non-standard UDP port, enter the UDP Port Number in the field.
 6. Select the SNMP trap version to send to the specified address. SNMP versions include SNMP v1 Traps (default), SNMP v2c Traps, and SNMP v2c Inform Requests. SNMP v1 Traps is the default.
 7. Enter the community name of the destination device in the **Community Name** field.
 8. For **Traps to be received**, select the check boxes of the different types of traps to send to the specified address. Traps to be received include Printer Traps (default), Job Monitoring Traps, Cold Start Traps, and Authentication Traps. At least one trap type must be selected.
 9. Click the **Apply** button to save the changes.

Configuring SNMP v3

When configuring SNMP v3, you can set up:

- Administrative, Key, Any User, and Driver accounts with Privacy and Authentication Keys associated with each account.
- SNMP user read and write access.
- An access control list that limits SNMP printer access to the specific hosts. See [Configuring the SNMP Access Control List](#) on page 4-20.

To configure and enable SNMP v3:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **SNMP**.
6. If prompted, enter your Admin or Key User name and password.
7. On the **SNMP Configuration** page, click the **Configure SNMP v3** button.
8. Click the **Configure Account(s)** button. A series of pages display that enable you to configure SNMP v3 and the **Administrative User**, **Key User**, and **Any User/Driver** settings. The first page displays Administrative User account information after the account has been created.
9. Do one of the following:
 - To create the Administrative User account and to enable SNMP v3, enter a user name or accept the default name **admin**, and then click the **Create** button.
 - To configure the Key User and other account settings, click the **Next** button.
 - To delete the Administrative User account and disable SNMP v3, click the **Delete** button. This also deletes all other accounts, including the Key User and Any User settings.

The Administrative User Account Settings

These settings include:

- **User Name:** The Administrative User account name defined on the **Configure SNMP v3: Administrative User Account** page.
- **Authentication Protocol:** The protocol associated with the Authentication Key; selected on the **Configure SNMP v3: Administrative User Account** page.
- **Authentication Key:** The Authentication Key defined on the **Configure SNMP v3: Administrative User Account** page is displayed as a row of asterisks (*) here.
- **Privacy Protocol:** The protocol associated with the Privacy Key; selected on the **Configure SNMP v3 Administrative User Account** page.
- **Privacy Key:** The Privacy Key defined on the **Configure SNMP v3: Administrative User Account** page is displayed as a row of asterisks (*) here.
- **MIB Access:** The Administrative User account's MIB access permissions, which are set to **Read/Write** by default.

The Key User Account Settings

These settings include:

- **User Name:** The Key User account name defined on the **Configure SNMP v3: Key User Account** page.
- **Authentication Protocol:** The protocol associated with the Authentication Key; selected on the **Configure SNMP v3 Key User Account** page.
- **Authentication Key:** The **Authentication Key** defined on the **Configure SNMP v3: Key User Account** page is displayed as a row of asterisks (*) here.
- **Privacy Protocol:** The protocol associated with the Privacy Key; selected on the **Configure SNMP v3: Key User Account** page.
- **Privacy Key:** The privacy key defined on the **Configure SNMP v3: Administrative User Account** page is displayed as a row of asterisks (*) here.
- **MIB Access:** The Key User account's MIB access permissions selected on the **Configure SNMP v3: Key User Account** page. MIB access for the Key User account can be set to **Read** or **Read/Write**.

Note: SNMP Read and SNMP Write access for the Any User account must be equal to or less than the read and write access privileges set for the Key User account. Once the Key User account is created, if the Any User account is set to have read and/or write access, but the Key User account access is not set, the Key User account is set with the same access privileges as the Any User account by default. Similarly, if the Key User account does not have SNMP Write access, the Any User account cannot be set with write access.

The Any User/Driver Account Settings

These settings include:

- **User Name:** Displays **anyuser** by default and cannot be changed.
- **MIB Access:** Displays the Any User account's MIB access permissions selected on the **Configure SNMP v3: Other Account Settings** page. This can be set to **Read** or **Read/Write**.
- **SNMP Read:** Displays a check symbol if SNMP Read access is enabled. SNMP Read access can be enabled for the Any User account after the Key User account is created.
- **SNMP Write:** Displays a check symbol if SNMP Write access is enabled. SNMP Write access can be enabled for the Any User account after the Key User account is created.
- **Driver Account Enabled:** Displays a check symbol if the **Driver Account** is enabled (default).

Note: If the **Driver Account** is disabled, it breaks communication between the printer and any applications using SNMP v3, such as Xerox printer drivers and PrintingScout. For a complete list of applications disabled, see [Disabling SNMP](#) on page 4-20.

Configuring the SNMP Access Control List

These settings include:

To set up a list of hosts that are authorized to access the printer using SNMP:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocol** folder on the left navigation panel.
5. Select **SNMP**.
6. If prompted, enter your Admin or Key User name and password.
7. Enter up to ten host IP addresses in the **SNMP Access Control List** field. Separate entries with a blank or a comma, specify ranges with a hyphen (-), and use an asterisk (*) to represent a group of numbers (e.g., 13.62.156.*).
8. Click the **Save Changes** button.

See also:

[About Access Control Lists](#) on page 4-4

Disabling SNMP

If you are not using SNMP, disable it to prevent unauthorized access through applications that use these protocols. If you disable SNMP, the following driver features are also disabled:

- PrintingScout alerts
- Walk-Up Printing Installer
- Smart Trays
- PhaserSMART
- Auto supplies ordering
- Consumable levels
- Warning and error status
- Synchronization with installed options, such as hard drive, memory, and extra trays

To disable SNMP:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Protocols** folder on the left navigation panel.
5. Select **SNMP**.
6. If prompted, enter your Admin or Key User name and password.
7. Click the **Disable SNMP Now** button.
8. Click the **Save Changes** button.

5 Printing Features

This chapter includes:

- [Secure, Personal, Personal Saved, Proof, Print With and Saved Print Jobs](#) on page 5-2
- [Smart Trays](#) on page 5-2
- [Paper Tips Page](#) on page 5-2

Secure, Personal, Personal Saved, Proof, Print With and Saved Print Jobs

These features are available if your printer has an internal hard drive. These jobs are stored on the hard drive and remain in the printer even when it is turned off.

Note: For information about special job types, see [Printing Special Job Types](#) in the *Advanced Features Guide* for your printer at www.xerox.com/support.

Select one of the following special job types:

- **Normal:** Prints the job without requiring a password.
- **Personal Print:** Prints the job when you select your user name on the control panel or in CentreWare IS.
- **Secure Print:** Prints the job only after you enter the four-digit numeric password on the control panel.
- **Proof Print:** Prints only one copy of the job so that you can proof the copy. If you want to print additional copies, select the job name on the control panel.
- **Saved Print:** Stores the job on the hard drive so you can print it on demand from the control panel. The job is not deleted after printing.
- **Personal Saved Job:** Stores the job on the hard drive, with your passcode so that only you can print it from the control panel in order to print it. The job is not deleted after printing.
- **Print With:** Prints existing stored personal and/or shared saved jobs along with the current job. The current job is deleted after printing.

Smart Trays

The Smart Trays feature in the Windows drivers enables you to view the size and type of media in each tray of the printer before sending the job. In Windows environments, when you access the printer properties, the driver queries the printer for the current paper and tray configuration and displays that information on the **Paper/Quality** tab.

Paper Tips Page

For information on the supported media types and corresponding trays, print the Paper Tips page:

1. On the control panel, select **Information**, and then press the **OK** button.
2. Select **Information Pages**, and then press the **OK** button.
3. Select **Paper Tips Page**, and then press the **OK** button.

6 Fax Features

This chapter includes:

- [Fax Defaults](#) on page 6-2
- [Fax Individual Directory Help](#) on page 6-5
- [Fax Group Directory Help](#) on page 6-7
- [Print Fax Reports Help](#) on page 6-9
- [Clear Pending Fax Jobs Help](#) on page 6-9
- [Clear Received Fax Jobs Help](#) on page 6-9

Fax Defaults

View, set, or change general system fax settings from the **Fax Defaults** page. Making changes to system default settings through CentreWare IS is the same as making the corresponding changes from the system control panel. When you are satisfied with your selections, click **Save Changes** to keep the settings or click **Discard Changes** to keep the previous settings.

Note: For additional information, see the *User Guide* on the *Software and Documentation CD-ROM*.

Fax Configuration

Select settings for the following options to configure the fax function:

Country: Select your Country from the drop-down list. All available countries for the system are displayed in the list. Regions 1-8 in the country list are provided to allow for future support of additional countries. The default setting is None.

Note: When the Country setting is changed, Dial Type, Redial Count, Redial Time Interval, Dial Pause, and Dial Delay are set to their default settings.

Line ID: Enter the fax telephone number in this field. Line ID can be up to 20 characters in length.

Line Name: Enter the Line Name in this field. Line Name can be up to 30 characters in length.

Dial Type: Select the Dial Type setting from the drop-down list. The default setting is Tone.

- **Pulse:** The telephone line uses Pulse dialing.
- **Tone:** The telephone line uses Tone dialing.

Line Monitor Volume: Select the audio Line Monitor Volume setting from the drop-down list. The default setting is 2/Med.

- **0/Off:** Turns the audio line monitor volume Off.
- **1/Low:** Sets the audio line monitor volume to Low.
- **2/Med:** Sets the audio line monitor volume to Medium.
- **3/High:** Sets the audio line monitor volume to High.

Auto Activity Report: This setting turns On or Off automatic printing of an activity report after every 50 faxes or errors. The default setting is On. If Auto Activity Report is set to On, an activity report is printed after 50 of any of the following occur:

- Faxes transmitted.
- Faxes received.
- Errors during fax transmission or reception.

Starting Rate: This setting specifies the initial fax transmission and reception rate. The default settings are 33.6 kbps (Super G3) for the Phaser 8560MFP system, system. The following values are supported:

- **4800 bps**
- **9600 bps**

- 14.4 kbps (G3)
- 19.2 kbps
- 28.8 kbps
- 33.6 kbps (Super G3)

Error Correction Mode: This setting turns Off or On automatic error correction during fax transmission and reception. The default setting is On.

Fax Send Setup

Transmission Report: This setting specifies when a fax Transmission Report is printed. Transmission Reports provide feedback about the fax transmission, such as when it was sent, call duration, etc. The default setting is Error Only.

- **Always:** A Transmission Report is printed for each fax sent.
- **Never:** A Transmission Report is not printed for any fax sent.
- **Error Only:** A Transmission Report is only printed when a fax error occurs for one or more recipients.

Note: You can override this setting at the control panel.

Report with reduced 1st page: This setting turns On or Off printing a reduced image of the first faxed page on the Transmission Report. The default setting is On.

Redial Count: This setting determines the number of redial attempts the system makes after encountering a busy signal. The default setting is 3 Times.

Redial Time Interval: This setting specifies how many minutes the system waits to redial after encountering a busy signal. The default setting is 3 Minutes.

Auto Resend Policy: This setting specifies what the system does with fax pages after an interruption. The default setting is Unsent pages.

- **Unsent pages:** Send pages that were not sent.
- **All pages:** Resend all pages.

Auto Resend Count: This setting specifies the number of times to restart a fax transmission after an interruption. The default setting is 3 Times.

Resolution: This setting determines the fax print resolution. The default setting is Fine (200 x 200). The following values are supported:

- **Standard (200 x 100)**
- **Fine (200 x 200)**
- **Super Fine (200 x 400)**

Transmission Header: This setting turns Off or On including the Line Name in the Transmission Header. The default setting is On.

Dial Pause: This setting determines the duration of each pause when dialing to send a fax. Select the Dial Pause number of seconds from the drop-down list. The default setting is 3 Seconds or 2 Seconds for South Africa and Region 5.

Dial Delay: This setting determines the delay after hearing the dial tone before dialing to send a fax. Select the Dial Delay number of seconds from the drop-down list. The default setting is 0 Seconds.

Fax Receive Setup

Paper Supply: This setting determines which tray the system takes paper from to print fax jobs. If no value is selected for Paper Supply, this field defaults to Tray 2.

- **Auto Select:** The system determines which tray to use depending on the fax job.
- **Tray 1:** The system takes paper from Tray 1.
- **Tray 2:** The system takes paper from Tray 2.
- **Tray 3:** The system takes paper from Tray 3*.
- **Tray 4:** The system takes paper from Tray 4*.

* Available only if optional tray is installed.

Fax Receive: This setting turns Off or On answering incoming telephone calls and scanning them for fax information. The default setting is On.

Answer Delay: This setting specifies the number of rings that occur before the system answers incoming telephone calls. The default setting is 1 Ring, except for Australia and Region 1, whose default setting is 2 Rings.

Secure Receive: This setting turns On or Off requiring a numeric password to print received faxes. The default setting is Off.

Secure Receive Password: Enter the 4-digit password that is required to print received faxes in this field. If a password is already defined, this field displays ****.

Junk Fax Prevention: This setting turns On or Off only printing faxes that are received from telephone numbers in the individual speed dial directory. The default setting is Off.

2-Sided Fax Printing: This setting specifies 2-sided fax printing options. The default setting is 1-1. The following values are supported:

- **1-1:** Print faxes single-sided (on one side of a sheet of paper).
- **1-2:** Print faxes double-sided (on both sides of a sheet of paper).

Fax Individual Directory Help

The **Fax Individual Directory** page lists all individual directories on the system. A maximum of 200 individual directories can be stored on the Phaser 8560MFP system. Buttons and links on this page enable you to add, edit, import, export, or delete fax individual directories.

The individual directory list is sorted by default by the individual directory number. Click the column titles to sort the directory list by Number (No.), Name, or Phone Number.

Click the **Add** button to add an individual directory. This button is not available for selection if the maximum number of individual directories already exist on the system. For additional information, see [Adding Individual Directory Entry Help](#) on page 6-5.

To modify individual directory information including name, phone number, or starting rate, click the directory name, or click the **Edit link** in the individual directory list. For additional information, see [Editing Individual Directory Help](#) on page 6-6.

Click the **Import** button to import an individual directory list to the system from your computer or from the network. Individual directory list CSV files are supported. This button is not available for selection if maximum number of individual directories already exist on the system. For additional information, see [Importing Individual Directory Help](#) on page 6-6.

Click the **Export** button to download all fax individual directories as a CSV file to your computer. This button is not available for selection if no individual directories exist on the system.

Select a directory by clicking the checkbox in the left column next to the directory number. Click the **Select All** checkbox to select all individual directory entries. Click the **Delete Selected** button to remove a selected individual directory. The Delete Selected button is not available if no individual directories are selected, or if no individual directories exist on the system.

Directories display 10 per page. If more than 10 directories exist, navigate through the pages to locate a directory by clicking the left or right arrows, or click the drop-down list to select a page to display.

Adding Individual Directory Entry Help

Add an individual directory on the Add Individual Directory Entry page. A maximum of 200 individual directories can be stored on the Phaser 8560MFP system. When you are satisfied with the changes, click **Save Changes** to add the individual directory entry, or click **Discard Changes** to return to the Fax Individual Directory page without saving.

No.: Select the individual directory number from the drop-down list. Numbers already registered to individual directories are not available for selection.

Name: Enter the Name of the individual directory in this field. Individual directory Name can be up to 30 characters in length.

Phone Number: Enter the individual directory telephone number in this field. Phone Number can be up to 40 digits in length.

Starting Rate: Select the initial fax transmission and reception rate from the drop-down list. The default setting is Use System Setting. Use System Setting sets the Starting Rate to 33.6 kbps (Super G3) for the Phaser 8560MFP system. The following values are supported:

- **Use System Setting**
- **4800 bps**
- **9600 bps**
- **14.4 kbps (G3)**
- **19.2 kbps**
- **28.8 kbps**
- **33.6 kbps (Super G3)**

Editing Individual Directory Help

Modify an individual directory entry Name, Phone Number, or Starting Rate on the Edit Individual Directory page. When you are satisfied with the changes, click **Save Changes** to modify the individual directory entry, or click **Discard Changes** to keep the previous settings.

No.: This field displays the individual directory number. This number cannot be changed.

Name: Individual directory Name displays in this field. Name can be up to 30 characters in length.

Phone Number: Individual directory telephone number displays in this field. Phone Number can be up to 40 digits in length.

Starting Rate: The selected initial fax transmission and reception rate displays here. The default setting is Use System Setting. Use System Setting sets the Starting Rate to 33.6 kbps (Super G3) for the Phaser 8560MFP system. The following values are supported:

- **Use System Setting**
- **4800 bps**
- **9600 bps**
- **14.4 kbps (G3)**
- **19.2 kbps**
- **28.8 kbps**
- **33.6 kbps (Super G3)**

Importing Individual Directory Help

Import an individual directory CSV file to the system from your computer or from the network using the Import Individual Directory page.

Enter the file name in the **File** field, or click the **Browse** button to locate the file on your computer or on the network. The File field can contain a maximum of 30 characters.

Click the **Import** button to upload the selected individual directory file to the system.

Fax Group Directory Help

The Fax Group Directory page lists all group directories on the system. A maximum of 100 group directories can be stored on the Phaser 8560MFP system. Buttons and links on this page enable you to add, edit, or delete fax group directories.

Note: A fax individual directory must be added or imported before a fax group directory can be populated with group members. A fax group directory should contain at least one group member.

The group directory list is sorted by default by the group directory number. Click the column titles to sort the directory list by Group Number (Group No.) or Group Name.

Click the **Add** button to add a group directory. This button is not available for selection if the maximum number of group directories already exist on the system. For additional information, see [Adding Group Directory Help](#) on page 6-7 and [Adding New Group Members Help](#) on page 6-8.

To modify group directory information including group name and group directory members, click the directory name, or click the **Edit** link in the group directory list. For additional information, see [Adding New Group Members Help](#) on page 6-8.

Select a directory by clicking the checkbox in the left column next to the directory number. Click the **Select All** checkbox to select all group directories. Click the **Delete Selected** button to remove a selected group directory. The Delete Selected button is not available if no group directories are selected, or if no group directories exist on the system.

Directories display 10 per page. If more than 10 directories exist, navigate through the pages to locate a directory by clicking the left or right arrows, or click the drop-down list to select a page to display.

Adding Group Directory Help

Add the group directory number and name on the Add Group Directory page. When you are satisfied with the changes, click **Next** to save the new group directory name and number, and add new group members, or click **Discard Changes** to return to the Fax Group Directory page without saving. A maximum of 100 group directories can be stored on the Phaser 8560MFP system.

Group No.: Select the group directory number from the drop-down list. Numbers already registered to group directories are not available for selection.

Group Name: Enter the name of the group directory in this field. Group directory name can be up to 30 characters in length.

Adding New Group Members Help

Select members to add to the fax group directory on the Add New Group Members page. A fax group directory should contain at least one group member. A fax group directory on the Phaser 8560MFP system can contain a maximum of 200 group members.

Group Information

The Group No. and Group Name specified on the Add Group Directory page is displayed here.

Select New Members

To add individual or group members to the fax group directory, click the checkbox in the left column next to the directory number, or click the **Select All** checkbox to select all members in the list, and then click the **Add to Group** button.

The group members list is sorted by default by the individual or group directory numbers. Both individual and group directories display in the list. Click the column titles to sort the directory list by Number (No.), Name, Phone Number, or Type (Individual or Group).

New member directories available for selection display 10 per page. If more than 10 directories exist, navigate through the pages to locate a directory by clicking the left or right arrows, or click the drop-down list to select a page to display.

Editing Group Directory Help

Modify group directory **Name**, or **Group Members** on the Edit Group Directory page. When you are satisfied with the changes, click **Save Changes** to modify the group directory, or click **Discard Changes** to keep the previous settings. A fax group directory should contain at least one group member. A fax group directory on the Phaser 8560MFP system can contain a maximum of 200 group members.

Group Information

The Group No. and Group Name specified on the Add Group Directory page is displayed here. Group Name can be up to 30 characters in length.

Group Members

To add members to the fax group directory, click the **Add New Members** button. This button is not available for selection if the maximum number of members already exist in the group. For more information, see [Adding New Group Members Help](#) on page 6-8.

To delete members from the fax group directory, click the checkbox in the left column next to the directory number, or click the **Select All** checkbox to select all members in the list, and then click the **Delete Selected** button. The **Delete Selected** button is not available if no members were selected, or if no members exist in the group.

The group members list is sorted by default by the individual or group directory numbers. Both individual and group directories display in the list. Click the column to sort the group members list by Number (No.), Name, Phone Number, or Type (Individual or Group).

Group directories display 10 per page. If more than 10 directories exist, navigate through the pages by clicking the left or right arrows, or click the drop-down list to select a page to display.

Print Fax Reports Help

You can print the following fax reports that detail fax activity, directories, pending jobs, and protocol monitor information:

- **Activity Report**
- **Dial Directory Report**
- **Group Directory Report**
- **Pending Jobs Report**
- **Protocol Monitor Report**

Select the radio button next to a fax report type, and then click the button on this page to print it.

Clear Pending Fax Jobs Help

This page provides two options to delete pending fax jobs from the system's hard drive.

To delete all pending fax jobs from the system hard drive, select the **Clear All Pending Fax Jobs** radio button, and then click the **Clear Fax Job(s)** button.

Note: All pending fax jobs will be deleted, including jobs that may not be yours.

To delete one pending fax job associated with a specific Job ID, select the **Clear One Pending Fax Job** radio button, enter the Job ID associated with the job, and then click the **Clear Fax Job(s)** button.

To find the Job ID associated with a specific pending fax job, click the **Print the Pending Jobs Report** link. On the Print Fax Reports page, select the **Pending Jobs Report** radio button, and then click **Submit** button to print the report.

Clear Received Fax Jobs Help

Click the **Clear Received Fax Jobs** button to delete all received fax jobs from the system.

Note: All received fax jobs will be deleted, including jobs that may not be yours.

7 Scanning Features

This chapter includes:

- [Overview](#) on page 7-2
- [Public Folder Help](#) on page 7-2
- [Private Folder Help](#) on page 7-3
- [Create Folder Help](#) on page 7-4
- [Administrative General Settings Help](#) on page 7-5
- [Administrative Folder Cleanup Help](#) on page 7-6

Overview

The scanning procedure used with the Phaser 8560MFP product differs from that of desktop scanners. Because the product is normally connected to a network rather than directly to a single computer, you select a destination for the scanned image at the Phaser 8560MFP product.

Phaser 8560MFP products: You can store scanned images on the Phaser 8560MFP product's hard drive in either the Public Folder or a private folder. You can also scan images directly to your computer where they can be placed in folders, attached to email, or imported into applications.

Note: For additional information, see the *User Guide* on the *Software and Documentation CD-ROM*.

Public Folder Help

The **Public Folder** page displays a snapshot of all images and scans currently stored in the Public Folder on the system hard drive. The Public Folder is a temporary holding location for scans. You can set maintenance schedules to clean off the hard drive at various times.

Note: Other users may be adding or deleting scans at the time the page is displayed. To view an updated list of the current images, click the **Update View** button from top of the image list.

Contents of the field columns can be sorted in ascending or descending order by clicking the column titles. Fields displayed on this page include:

- **Image:** Displays a thumbnail of the image.
- **File Name:** Displays the system-generated file name given to the scan job.
- **Date & Time:** Displays the date and time the scan was saved to the folder.
- **Total Pages:** Displays the total number of pages contained in the scan job.

A maximum of 10 thumbnail images display per page. If there are more than 10 images, they display on subsequent pages. To navigate between the pages, click the left or right arrows at the bottom of the page or enter the page number.

Deleting Scans

To delete scans from the public folder, select the scan you want to delete and click the **Delete** button. To delete all scans, click the **Delete All** button at the bottom of the page. If no images are present, the delete button is not available for selection.

Retrieving Scans

To retrieve a scanned image from the system hard drive, select the desired file type from the drop-down list associated with that file, and then click the **Go** button. You can retrieve up to 3 image files at a time. If you do not select a file format, the field defaults to JPEG-Higher Quality. Images can be retrieved in the following formats:

- JPEG-Higher Quality
- JPEG-Smaller File
- BMP
- GIF
- TIFF
- PDF-Higher Quality
- PDF-Smaller File

Note:

- JPEG and PDF Higher Quality options provide higher image quality with larger file size than the Smaller File options. The JPEG and PDF Smaller File options provide smaller file size with lower image quality.
- TIFF and PDF formats can contain multiple pages. The default format for multiple page scans is TIFF.

Private Folder Help

The Private Folder page displays a thumbnail image of all scans saved in the folder from the system's control panel. You can set maintenance schedules to clean off the hard drive at various times.

Fields displayed on this page include:

Image: Displays a thumbnail of the image. If the file is a multi-page file, such as a TIFF or a PDF file, the thumbnail is the first page of the file.

File Name: Displays the system-generated file name for the scan.

Date & Time: Displays the date and time the scan was saved to the folder.

Total Pages: Displays the total number of pages contained in the scan job.

A maximum of 10 thumbnail images displays per page. If there are more than 10 images, they display on subsequent pages. To navigate between the pages, click the left or right arrows at the bottom of the page, or enter the page number.

Deleting Scans

For information about deleting scans, see [Deleting Scans](#) on page 7-3

Create Folder Help

To set up a private folder on the system, click the **Create folder** icon from the navigation tree. Enter a unique folder name up to a maximum of 10 alphanumeric characters in length. If you enter a folder name that is already in use, an error message displays. If you want to password protect your folder, enter and verify a 4-digit numeric password. After you click the **Save Changes** button, the new folder displays in the navigation tree.

Note:

- A maximum of 50 folders can be created at any one time. If you try to create a folder after the maximum number has been reached, the system displays an error message.
- The folder name is not case-sensitive.
- If no password is associated with a private folder, the folder is accessible to anyone on the network accessing the system.
- When you finish scanning into a password protected private folder, press the **Clear/Clear All** button on the system control panel twice. This prevents the next person that uses the system from scanning files to or deleting files from that folder.

Administrative General Settings Help

You can perform a variety of maintenance functions from the Administrative General settings page.

Private Folder Operations

You can perform various functions using the Private Folder Operations panel. They can perform specific folder maintenance such as deleting folder contents, deleting a folder completely, or resetting a private folder password. The fields in this section are:

Select a Private Folder: Select the desired private folder. All private folders display in the drop-down list. To delete all images in a selected folder only, select the folder, and then click **Delete Images**. To delete a folder completely, select the folder, and then click **Delete Folder**.

Change Numeric Password/Confirm Numeric Password: Enter a new 4-digit numeric password in the field and confirm the entry. Click **Save Password** to reset the password to the value entered.

Note: You do not need to know the original numeric password in order to reset it. If a user forgets their password, you can reset it and forward the new value to the user.

Scan Policies

To disable general scanning access to the public folder, ensure the checkbox next to **Allow scanning to Public Folder** is unchecked. This setting disables control panel access to the public folder and forces users to save scanned jobs only to their private folders only.

Note: The contents of the public folder can still be viewed through CentreWare IS. Users can still copy and delete files from the public folder; however, they can no longer scan files to the public folder.

To require users to create a numeric password associated with a private folder, check the box next to **Require Numeric Password When Creating Private Folder**. If this box remains unchecked, users are able to create private folders without numeric passwords.

Check **Prompt for Numeric Password When Scanning to Private Folder** to force users to enter a numeric password to access a private folder when scanning a file from the control panel. This provides security for the private folder.

Administrative Folder Cleanup Help

At times the you may need to perform immediate or scheduled system maintenance to purge old scanned documents or images. You have the option to set up schedules or to immediately delete files at any given time.

Immediate Cleanup Options

To immediately delete all images contained in the public folder and all private folders, click the radio button next to **Delete all scanned images now**, and then click **Delete Images**.

Note: If users have not already copied their images from the device prior to running this process, they will lose their scan jobs.

To selectively delete images from the public folder and all private folders matching an aging criteria, click the radio button next to **Delete all scanned images older than** field, enter the desired numeric value for time between 1 and 999, and then select either hours or days from the drop-down list. If you select this option but enter no aging criteria, the default value of 1 day is used.

Scheduled Cleanup Options

To delete all Public folder images only using aging criteria, click the checkbox next to **Delete all Public Folder images older than** field, enter the desired numeric value for time between 1 and 999, and then select either hours or days from the drop-down list. If you select this option but enter no aging criteria, the default value of 1 day is used.

To delete all Private folder images only using aging criteria, click the checkbox next to **Delete all Private folder images older than** field, enter the desired numeric value for time between 1 and 999, and then select either hours or days from the drop-down list. If you select this option but enter no aging criteria, the default value of 1 day is used.

When you are satisfied with your selections, click the **Save Changes** button.

8 Glossary

Terms and Abbreviations

Terms and Abbreviations	Definitions
access control list	A CentreWare IS feature that enables you to limit access to devices, as well as device configuration and management features.
Admin account	A CentreWare IS feature that enables you to limit access to specific printer functions by specifying a name and password. The Admin account has the most permissions. The administrator must know the Admin name and password to access the printer functions in CentreWare IS.
authentication	A CentreWare IS feature that requires users to login with a network user ID and password for security and tracking purposes.
bi-directional	A type of connection in which communications are sent and received simultaneously.
BOOTP	BOOTP (Boot Parameter Protocol) is a protocol that allows a network user to be automatically configured (receive an IP address) and have an operating system boot or initiated without user involvement.
CentreWare Internet Services (IS)	CenterWare IS is a printer administration and support tool. With CenterWare IS software, you can access printer status and manage your printer over a TCP/IP network using a web browser.
CentreWare Web	A web-based, device-management solution for Windows 2000 environments where you use a browser for administration.
certificate	An electronic message containing information about the printer and a digital signature, which is stored in the printer. A certificate is used to validate the identity of the printer to clients and network servers and to allow encrypted communication.
DHCP	DHCP (Dynamic Host Configuration Protocol) is a protocol in which UNIX, Windows, NT, and Window 2000 servers can dynamically allocate TCP/IP addresses.
DNS	DNS (Domain Name System) is used in the Internet for translating names of network nodes into addresses.

Terms and Abbreviations	Definitions
driver	Software that is loaded on the client workstation that prepares data to be sent to the printer.
EtherTalk	A type of network connection (provided by EtherTalk software installed in a Macintosh computer) that enables use of AppleTalk network services on an Ethernet network.
FTP	FTP (File Transfer Protocol) is a basic TCP/IP connectivity utility used to transfer data between computers.
host	A computer or other device on a TCP/IP network.
HTTP	HTTP (Hyper Text Transfer Protocol) is a non-secure protocol used to communicate across the internet between the printer web server and the web browser (clients).
HTTPS	HTTPS (Secure Hyper Text Transfer Protocol) is a secure protocol used to provide authentication and encrypted communication to preserve the confidentiality of your data.
Internet	The global collection of networks that are connected together and share a common range of IP addresses.
IP	The network protocol used for sending network packets over a TCP/IP network.
IP address	A unique 32-bit address for a host on a TCP/IP network or Internet working.
IPP	IPP (Internet Printing Protocol) is an application-level protocol that is used for distributed printing on the Internet and intranets, designed and implemented by Xerox research to validate the IPP specification and as an aid in developing IPP servers.
job accounting	The purpose of job accounting is to collect and report information about all jobs that print. The information collected identifies the submitter of the job and the resources used to print the job.
Key User account	A CentreWare IS feature that enables you to limit access to specific printer functions by specifying a name and password. You can set up a Key User account that is password protected. The Key User has the ability to change some printer settings. CentreWare IS requires the name and password before access to the printer function is allowed.
LPR	LPR (Line Printer Remote) is an application-level printing protocol that uses TCP/IP to establish connections between printers and workstations on a network.
MaiLinX alerts	A feature in CentreWare IS that allows the printer to automatically send email to you and others under certain conditions.
MaiLinX remote printing	A feature in CentreWare IS that enables you to print to Xerox printers over the Internet, directly from Windows applications. The print jobs are sent as email.
mDNS	mDNS (multicast DNS) is a multicast-based discovery protocol that enables you to find your printer on an Apple network or another device that uses multicast-based discovery.

Terms and Abbreviations	Definitions
MIB	MIB (Management Information Base) provides specific information about the state of hardware components and software processes. MIB is used as part of network management tools and functions.
network	A collection of connected devices, such as computers and printers. A network is a tool for communication that allows users to store and retrieve information, share printers, and exchange information.
network address	The network portion of an IP address. For a class A network, the network address is the first byte of the IP address. For a class B network, the network address is the first two bytes of the IP address.
network connection	The software and protocol that connect network devices, such as PCs and printers.
PCL	PCL (Printer Control Language) is the PDL language created by Hewlett-Packard. It became an industry standard and is now available in almost all printer platforms for the office (e.g., PCL 5).
PJL	PJL (Printer Job Language) and PCL commands are used to control job settings and printer defaults.
PhaserSMART Technical Support	PhaserSMART Technical Support is an automated, internet-based support system that uses the user's default web browser to send diagnostic information from their printer to the Xerox website for analysis.
Port 9100	A printing protocol known as AppSocket, RAW, or Windows TCPmon.
PostScript	A page description language created by Adobe and used in most Xerox Phaser printers.
printer driver	Enables your computer and printer to communicate; provides access to the features of your printer.
printer discovery	Software mechanism for finding printers typically on a network.
Printer Neighborhood	A tool in CentreWare IS that enables you to search for printers on your network, check their status, and manage them remotely.
PrintingScout alerts	PrintingScout is a tool that is installed with the Xerox printer driver. It automatically checks the printer status when a print job is sent. If the printer is unable to print a job, PrintingScout automatically displays an alert on the user's computer screen to let them know that the printer needs attention. The user can click the alert to view instructions explaining how to fix the problem.
printing kiosk	A digital imaging/print platform that is used to connect a laptop computer to a network for printing to a printer, and then paying for the output. A printing kiosk is sometimes located in an airport or library.
protocol	The rules that control the transmitting and receiving of data.
SLP	SLP (Service Location Protocol) is a protocol that provides a flexible and scalable framework for providing hosts with access to information about the existence, location, and configuration of networked services. SLP is useful in enterprise networks.
Smart Trays	A driver feature that displays the current paper type and size available in each printer tray.

Terms and Abbreviations	Definitions
SMTP	SMTP (Simple Mail Transfer Protocol) is a protocol for sending e-mail messages between servers.
SNMP	SNMP (Simple Network Management Protocol) is a protocol used to help manage complex networks. SNMP-compliant devices store data about themselves in MIBs (Management Information Bases) and return this data to the SNMP requestors.
SSL	SSL (Secure Socket Layer) is a protocol that has become the universal standard on the Web for authenticating sites and for encrypting communications between users and Web servers. Because SSL is built into all major browsers and Web servers, simply installing a digital certificate or Server ID enable SSL capabilities.
TCP/IP	TCP/IP (Transmission Control Protocol/Internet Protocol) is a set of communication protocols that is supported by a variety of computer platforms. TCP controls data transfer, and IP controls data routing.
TFTP	TFTP (Trivial File Transfer Protocol) is a version of the TC/IP FTP protocol that uses UDP and has no directory or pass capability.
TLS	TLS (Transport Layer Security) is a protocol for establishing a secure connection between the client and the server. TLS is capable of authenticating both the client and the server and creating an encrypted connection between the two. HTTP uses TLS to establish secure connections.
UDP	UDP (User Datagram Protocol) is a minimal message-oriented transport layer protocol found on domain name servers (DNS).
Walk-Up Printing Driver	The Xerox Walk-Up Printing Driver enables printing from a PC to any Xerox Postscript-enabled printer. For more information, see Walk-Up Printing Driver on page 2-3.
Walk-Up Technology	The Xerox Print Driver Installer (Windows) is a software utility that provides for quick and easy installation of the printer driver. One choice for installation is Walk-Up Technology. For more information, see Walk-Up Installation on page 2-3.
Xerox Usage Analysis Tool	The Xerox Usage Analysis Tool enables you to collect and analyze enterprise-wide Xerox network printer usage data with customizable features.

A Configuration Card Parameters

The printer has a configuration card that stores network parameters and configuration (N, DN, DX, etc.) data. The configuration card is hot swappable, enabling you to share or replace it, providing an alternative to on-site service.

Network settings are saved on the configuration card. If the configuration card is removed from an old printer and inserted into a new printer, the saved settings on the configuration card are copied to the new printer when it is powered on. The new printer assumes the identity of the old printer, eliminating the need to reconfigure network settings.

This appendix includes:

- [General Information Parameters](#) on page A-2
- [PostScript Parameters](#) on page A-2
- [PCL Parameters](#) on page A-3
- [USB 2.0 Parameters](#) on page A-3
- [Hard Drive Parameters](#) on page A-3
- [Network Information Parameters](#) on page A-3
- [PhaserShare Series B Interface for Ethernet Network Parameters](#) on page A-3
- [EtherTalk Parameters](#) on page A-4
- [TCP/IP Parameters](#) on page A-4
- [DNS Parameters](#) on page A-4
- [SLP Parameters](#) on page A-5
- [SSDP Parameter](#) on page A-5
- [NBNS \(WINS\) Parameters](#) on page A-5
- [Access Control Parameter](#) on page A-5
- [LPR Parameters](#) on page A-5
- [AppSocket \(Port 9100\) Parameters](#) on page A-5
- [IPP \(Internet Printing Protocol\) Parameters](#) on page A-6
- [SNMP Parameters](#) on page A-6
- [HTTP \(CentreWare IS\) Parameters](#) on page A-6
- [FTP Parameters](#) on page A-6
- [Status Notification Parameter](#) on page A-7
- [MaiLinX Remote Printing Parameters](#) on page A-7

General Information Parameters

- Printer Name
- Startup Page Enabled
- Printer ID
- Sys/Start Job
- Job Timeout
- Load Paper Timeout
- Power Saver Timeout
- Intelligent Ready
- Paper Source
- Tray 1 Paper Type and Size
- Tray 2 Paper Type
- Tray 3 Paper Type
- Tray 4 Paper Type
- Custom Units
- Cleaning Page Source

Note: The Tray 3 and Tray 4 parameters are only stored on the printer configuration card if the tray is installed in the printer.

- Tray 1 Mode
- Tray 1 Prompt
- Tray 2 - N Mode
- Tray 2 - N Prompt
- Letter/A4 Substitution
- 2-Sided Printing
- Power Saver
- Metric Defaults

PostScript Parameters

- Printer Quality
- TekColor Correction
- Error Info
- Image Smoothing
- User Defined Screens

PCL Parameters

- Font Number
- Pitch
- Point Size
- Symbol Set
- Orientation
- Form Length
- Line Termination
- Draft Mode
- Color Mode

USB 2.0 Parameters

- On/Off
- Language
- Wait Timeout

Hard Drive Parameters

The hard drive parameters are only stored on the configuration card if the printer has an internal hard drive.

- Overwrite Deleted Files
- Daily Removal
- Time
- Age-based Removal
- Age

Network Information Parameters

- Wait Timeout
- Sys Admin Contact
- Printer Location

PhaserShare Series B Interface for Ethernet Network Parameters

- Network Speed/Type
- Network Address

EtherTalk Parameters

- On/Off
- Language
- Filtering
- Name
- Printer Type
- Zone
- Network Node

TCP/IP Parameters

- On/Off
- Host Name
- Host Name Requested
- IP Address
- Network Mask
- Router/Gateway
- DHCP/BOOTP
- IP Address Source
- DHCP Server
- DHCP Lease Expiration
- DHCP Lease Renewal
- DDNS
- SMTP Server
- SMTP Reverse Path

DNS Parameters

- On/Off
- Primary Server
- Secondary Server
- Multicast DNS (Bonjour) Enable

SLP Parameters

- On/Off
- Directory Agent Discovery Enable
- Directory Agent
- Scope 1
- Scope 2
- Scope 3
- SLP Multicast Enable
- SLP Multicast TTL
- SLP MTU

SSDP Parameter

- On/Off
- SSDP TTL

NBNS (WINS) Parameters

- Node Type
- WINS Servers

Access Control Parameter

- Host Access List

LPR Parameters

- On/Off
- Filtering
- Enable Banners

AppSocket (Port 9100) Parameters

- On/Off
- Language
- Filtering

IPP (Internet Printing Protocol) Parameters

- On/Off
- Language
- Filtering
- Network Path

SNMP Parameters

- SNMP v1/v2c
- SNMP v3
- Host Access List
- Admin Account
- Key User Account
- Any User Account
- Drivers Account

HTTP (CentreWare IS) Parameters

- On/Off
- Custom Link
- Refresh Delay
- Administrator Password
- Key User Password
- Use SSL
- Machine Digital Certificate

FTP Parameters

- On/Off
- Language
- Filtering
- Login Password

Status Notification Parameter

- On/Off
- SysAdmin Email Address
- Service Email Address
- Key User email Address

MaiLinX Remote Printing Parameters

- On/Off
- Language
- Filtering
- POP3 Server
- POP3 User Name
- POP3 Password
- POP3 Polling Interval
- Printing Password
- Authorized Users

B Printer Commands

Printer Control Language (PCL) and Printer Job Language (PJM) commands can be used to control print job settings and printer defaults. In addition to the standard PCL and PJM commands, the Phaser printers support Xerox-unique PCL and PJM commands. This appendix lists the most commonly used standard and Xerox-unique PCL and PJM commands.

This appendix includes:

- [Phaser PCL Commands](#) on page B-2
- [Phaser PJM Commands](#) on page B-5

See also:

HP PCL 5 Printer Language Reference Manual for standard PCL commands.

Phaser PCL Commands

This section includes:

- [Media Size](#) on page B-2
- [Media Type](#) on page B-3
- [Input Trays](#) on page B-4

Media Size

The following table lists the PCL commands for the media sizes supported by the Phaser 8560MFP multifunction product. For information on the corresponding trays supported, print the Paper Tips page. See [Paper Tips Page](#) on page 5-2.

Media Size	PCL 5 Command*
A4 (210 x 297 mm)	<Esc>&l26A
A5 (148 x 210 mm)	<Esc>&l25A
A6 (105 x 148 mm)	<Esc>&l24A
B5 Envelope (176 x 250 mm)	<Esc>&l100A
B5-ISO (176 x 257 mm)	<Esc>&l65A
B5-JIS (182 x 257mm)	<Esc>&l45A
Statement (5.5 x 8.5 in.)	<Esc>&l15A
Executive (7.25 x 10.5 in.)	<Esc>&l1A
Letter (8.5 x 11 in.)	<Esc>&l2A
US Folio (8.5 x 13 in.)	<Esc>&l10A
Legal (8.5 x 14 in.)	<Esc>&l3A
Index Card (3.0 x 5.0 in)	<Esc>&l78A
A7 Envelope (5.25 x 7.25 in.)	<Esc>&l84A
#10 Commercial Envelope (4.1 x 9.5 in.)	<Esc>&l81A
Monarch Envelope (3.8 x 7.5 in.)	<Esc>&l80A
C5 Envelope (162 x 229 mm)	<Esc>&l91A
DL Envelope (110 x 220 mm)	<Esc>&l90A
Baronial (#5 ½) (4.375 x 5.75 in)	<Esc>&l208A
#6 ¾ (3.625 x 6.5 in.)	<Esc>&l83A
Custom	<Esc>&l101A

* The character that follows the "&" in the command is the lowercase letter "L".

Media Type

The following table lists the PCL commands for the media types supported by the Phaser 8560MFP multifunction product.

Media Type	PCL 5 Command
Plain Paper	<Esc>&n6WdPaper
Transparency	<Esc>&n13WdTransparency
Card Stock	<Esc>&n10WdCardStock
Envelope	<Esc>&n9WdEnvelope
Labels	<Esc>&n6WdLabel
Letterhead	<Esc>&n11WdLetterhead
Colored Paper	<Esc>&n13WdColoredPaper
Preprinted	<Esc>&n11WdPreprinted
Prepunched	<Esc>&n11WdPrepunched
2nd Side	<Esc>&n8Wd2ndSide
Special	<Esc>&n8WdSpecial

Input Trays

The following table lists the PCL commands for the input trays supported by the Phaser 8560MFP multifunction product. The table also lists the alternate tray used if the optional input tray is not installed.

Note: When more than one command is listed, you can use either command.

Input Trays	PCL 5 Command*	Alternate Tray
Tray 1 in multi-sheet mode	<Esc>&l4H <Esc>&6H	n/a
Tray 1 in manual feed mode	<Esc>&l2H <Esc>&l3H	n/a
Tray 2	<Esc>&l1H	n/a
Tray 3	<Esc>&l5H	Tray 2
Tray 4	<Esc>&l8H <Esc>&l20H	Tray 1
Autoselect	<Esc>&l7H	n/a
Current tray/page eject	<Esc>&l10H	n/a

* The character that follows the "&" in the command is the lowercase letter "L".

Phaser PJJ Commands

The following table lists some of the HP PJJ and Xerox-unique PJJ commands.

See also:

HP Printer Job Language Technical Reference for the standard set of PJJ commands.

PJJ Command	Values	Description
@PJJ FSDELETE NAME= <i>pathname</i>	*	Deletes a file from the internal hard drive.
@PJJ FSDIRLIST NAME= <i>pathname</i>	*	Lists PJJ system files and directories.
@PJJ FSDOWNLOAD FORMAT: BINARY SIZE= <i>size</i> NAME= <i>pathname</i>	*	Downloads a new file to the internal hard drive. If there is an existing file, it is erased.
@PJJ FSAPPEND FORMAT: BINARY SIZE= <i>size</i> NAME= <i>pathname</i>	*	Appends data to an existing file, or if the file doesn't exist, creates the file and loads it with the given data.
@PJJ FSINIT VOLUME= <i>value</i>	*	Initializes the internal hard drive.
@PJJ FSMKDIR NAME= <i>pathname</i>	*	Creates the specified directory on the internal hard drive.
@PJJ FSUPLOAD NAME= <i>pathname</i>	*	Uploads file from the printer to the host.
@PJJ USTATUS	*	Allows the printer to send unsolicited status messages for device status changes, end-of-job status, and pages printed. Status can be sent at specified time intervals.
@PJJ USTATUSOFF	n/a	Turns off all status responses.
@PJJ XCLIENTJOBID= <i>value</i>	Exactly 48 bytes (first byte is 8 and the 8 last bytes represent a time in the format <i>hhmmssshs</i>).	Sets the client job id used with PrintingScout.
@PJJ XJFILENAME= <i>filename</i>	Roman-8 characters 1-255	Sets the file name for Job Accounting.
@PJJ XJAHOSTNAME= <i>hostname</i>	Roman-8 characters 1-255	Sets the host name for Job Accounting.

PJL Command	Values	Description
@PJL XJAJOBNAME= <i>“jobname”</i>	Roman-8 characters 1-255	Sets the job name for Job Accounting.
@PJL XJAUSERNAME= <i>“username”</i>	Roman-8 characters 1-255	Sets the user name for Job Accounting.
@PJL XJOBPASSWORD= <i>value</i>	4-digit string (1-9)	Assigns the job password used by Secure Print.
@PJL XJOBPASSWORD	4-digit string (1-9)	Assigns the job password used by Personal Saved Print jobs.
@PJL XPERSONALJOB	n/a	Starts a Personal Print job.
@PJL XPERSONALSAVEDJOB	n/a	Starts a Personal Saved print job.
@PJL XPRINTWITHJOB	n/a	Starts a Print With print job.
@PJL XPRINTWITHJOB= <i>xxx</i>	<i>xxx</i> is the Job ID of the Saved or Personal Saved job that is to be printed with the Print With job.	Prints the existing Saved or Personal Saved Job with the Print With job.
@PJL XPROOFJOB	n/a	Starts a Proof Print job.
@PJL XSAVEDJOB	n/a	Starts a Saved Print job.
@PJL XSECUREJOB	n/a	Starts a Secure Print job.
@PJL DEFAULT XIGNOREFF	ON, OFF	Ignores FormFeed commands when printing PCL blank pages.
@PJL SET/DEFAULT XLINETERMINATION= <i>value</i>	ON, OFF	Terminates a line.
@PJL SET/DEFAULT XMEDIASOURCE= <i>value</i>	ANY, TRAY <i>n</i>	Sets the media source.
@PJL SET XMEDIATYPE= <i>value</i>	ANY or any supported media type, such as PAPER and LABEL.	Sets the media type.

PJJ Command	Values	Description
@PJJ SET/DEFAULT XPCLTRAYSWITCH= <i>value</i>	ON, OFF	Switches trays when a tray goes empty. If AutoSelect is chosen as the paper source (tray) in PCL, then tray switching is always active, regardless of the value. When the current tray goes empty, the printer attempts to switch to another tray containing the same size and type of paper. This command only takes effect when a specific tray, such as Tray 2, is selected in the job. When this command is ON, tray switching still occurs when the tray goes empty. When this command is OFF, no switching occurs and the user is prompted to load paper.
@PJJ DEFAULT XPCLPAPERSRC <i>x = y</i>	<i>x</i> is 0, 1, 2, 3, 4, 5, 6, 7, 8, 20, 21, 22, 23, which is the number in the <Esc>&l#H tray selection commands. <i>y</i> is -1 for AutoSelect, 0 for the current tray (eject page), 1 for Tray 1, 2 for Tray 2, etc., and 99 for the factory defaults.	Overrides the tray selected in the <Esc>&l#H PCL tray selection commands.
@PJJ SET/DEFAULT XSLIPSHEET	OFF, JOB, SET, PAGE	Inserts a slip sheet between the selected option.
@PJJ SET XSLIPSHEETSOURCE	TRAYX	Selects the slip sheet from the specified tray.

* See the *HP Printer Job Language Technical Reference* for the values.

C Acknowledgements

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JPEG Library

This software is based in part on the work of the Independent JPEG Group.

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