










Tools Menu Map




To have access to all the **Tools** options you must be logged in as an Administrator.





Device Settings			
✂ Enter PagePack Passcode			
📁 General	Energy Saver	<ul style="list-style-type: none"> • Intelligent Ready • Job Activated • Scheduled • Fast Resume 	
	Date & Time	<ul style="list-style-type: none"> • Time Zone (GMT Offset) • Date • Time 	
	Languages/Keyboard Selection	<ul style="list-style-type: none"> • Languages • Keyboard Layout 	
	Custom Keyboard Button		
	Xerox Customer Support		
	Entry Screen Defaults	<ul style="list-style-type: none"> • Default Pathway • Services Pathway Default • Job Status Pathway Default 	
	Measurements	<ul style="list-style-type: none"> • Units • Numeric Separator 	
	Paper Size Preference	<ul style="list-style-type: none"> • Inches • Metric 	
	Audio Tones	<ul style="list-style-type: none"> • Fault Tone • Conflict Tone • Selection Tone 	
	Low Supply Warning		
	Supply Counter Reset		
	📁 Paper Management	Paper Type & Color	<ul style="list-style-type: none"> • Plain • Recycled
		Paper Substitution	<ul style="list-style-type: none"> • Enable • Disable
		Paper Size Preference	<ul style="list-style-type: none"> • Inches • Metric
Standard Size Required		<ul style="list-style-type: none"> • Enable • Disable 	
Tray Settings			
Tray Contents			



Device Settings		
 Timers	Auto Resume Timer	<ul style="list-style-type: none"> • Auto Resume • Wait for User
	Held Job Timeout	<ul style="list-style-type: none"> • Enable • Disable
	System Timeout	<ul style="list-style-type: none"> • Enable • Disable
 Input	Auto Color Detection	<ul style="list-style-type: none"> • Scan from Document Glass • Scan from Document Feeder
	Photo/Text Settings	<ul style="list-style-type: none"> • Recognition
 Output	Contention Management	<ul style="list-style-type: none"> • Priority • First In, First Out
	Out of Staples Options	<ul style="list-style-type: none"> • Complete job without stapling • Fault / Hold Job
	Output Location	<ul style="list-style-type: none"> • Copy • Fax • Print
	Within Job Offsetting	<ul style="list-style-type: none"> • Enable • Disable
	Staple Productivity Mode	<ul style="list-style-type: none"> • Enable • Disable
 Quick Setup Home		
 Display Brightness		
 Configuration/Information Pages		<ul style="list-style-type: none"> • Administrator Only • Open to All Users • Print Configuration at Power On • Print Now
 Reset UI to Factory Settings		
 Interrupt Printing Enablement		<ul style="list-style-type: none"> • Enable • Disable



Service Settings		
 Copy Service Settings	Feature Defaults	
	Edge Erase Presets	
	Image Shift Presets	
	Reduce/Enlarge Presets	
	Reading Order Options	<ul style="list-style-type: none"> • Scan Order • Print Order
	Auto Image Rotation	<ul style="list-style-type: none"> • When Auto R/E Selected • When Auto Paper Selected







Service Settings

 Embedded Fax Settings	Fax Setup	<ul style="list-style-type: none"> • Enable • Disable
	Feature Defaults	
	Fax Country Setting	
	Line 1 Setup	
	Line 2 Setup	
	Incoming Fax Defaults	<ul style="list-style-type: none"> • Auto Answer Delay • Junk Fax Prevention • Paper Settings • Ring Volume • Secure Receive • Default Output Options
	Transmission Defaults	<ul style="list-style-type: none"> • Automatic Redial Setup • Automatic Resend • Audio Line Monitor • Send Header Text • Batch Send
	Mailbox & Polling Policies	<ul style="list-style-type: none"> • Received Documents • Stored Documents
	Mailbox Setup	
	Setup Fax Reports	<ul style="list-style-type: none"> • Activity Report • Confirmation Report • Broadcast & Multipoll Report
	Print Fax Reports	<ul style="list-style-type: none"> • Activity Report • Protocol Report • Dial Directory Report • Group Directory Report • Options Report • Pending Jobs Report • Print Now
 Job Sheets	Banner Sheets	<ul style="list-style-type: none"> • Print Banner Sheet • Print Driver Override • Banner Sheet Identification
	Output Error Sheets	<ul style="list-style-type: none"> • Enable • Disable
	Paper Type & Color	<ul style="list-style-type: none"> • Paper Type • Paper Color
 Service Plan		

Network Settings	
 Online/Offline	<ul style="list-style-type: none"> • Online • Offline
 TCP/IP Settings	<ul style="list-style-type: none"> • TCPIP Enablement • Dynamic Addressing • IP Address / Host Name • Subnet & Gateway • DNS Configuration
 Advanced Settings	<ul style="list-style-type: none"> • Ethernet Physical Media • HTTP Settings • 802.1x
 Network Logs	<ul style="list-style-type: none"> • Basic • Enhanced • Download Basic Log File

Accounting Settings	
 Accounting Mode	<ul style="list-style-type: none"> • None • Auxiliary Access • Xerox Standard Accounting • Network Accounting
 Copy Activity Report	<ul style="list-style-type: none"> • Enable • Disable

Security Settings		
 Authentication	Job Deletion	<ul style="list-style-type: none"> • All Users • System Administrator Only
 Image Overwrite Security	Immediate Overwrite	<ul style="list-style-type: none"> • Disable • Enable
	On Demand Overwrite	<ul style="list-style-type: none"> • Standard • Full • Overwrite Now
	Valid Recipients	<ul style="list-style-type: none"> • Allow any valid E-mail Address • Limit to Address Book entries only
	IP Sec	<ul style="list-style-type: none"> • Disable IP Sec

Troubleshooting		
 Support Pages	<ul style="list-style-type: none"> • Troubleshooting Print Quality Page • Jet Test Pages • Print 	
 Fix Image Quality	<ul style="list-style-type: none"> • Print Test Pages • Light Lines • Smears • Advanced 	
 Automatic Light Lines Fix	<ul style="list-style-type: none"> • Quick Fix • Full Fix 	
 Resets	Software Reset	<ul style="list-style-type: none"> • All Software • Network Software • Copy Software • Reset
	Supply Counter Reset	<ul style="list-style-type: none"> • Document Feeder Feed Roller
 Network	Echo Test	<ul style="list-style-type: none"> • Protocol • Start Test
 Fax	Fax Protocol Report	<ul style="list-style-type: none"> • Protocol Report • Print Now