
Xerox Document Services Platform

***DocuTech/DocuPrint 75/90 and DocuPrint 75 MX
Installation Planning Guide***

THE DOCUMENT COMPANY
XEROX®

701P40833
DocuSP version 3.74
October 2003

Xerox Corporation
Global Knowledge and Language Services
800 Phillips Road
Building 845-17S
Webster, New York 14580
USA

© 2003 by Xerox Corporation. All rights reserved.

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

Printed in the U.S.A., U.K., and France.

XEROX®, XEROX Europe®, and XEROX Canada Limited®, The Document Company, the stylized X, and all names identifying numbers used in connection with Xerox products mentioned in this publication are trademarks of XEROX CORPORATION. All non-Xerox brands and product names are trademarks or registered trademarks of their respective companies. Other company trademarks are also acknowledged.

While the information in this Guide is correct at the time of this publication, Xerox reserves the right at any time to change the information without notice. Changes are made periodically to this document. Changes and technical updates will be added in subsequent editions.

Table of Contents

1. Introduction	1-1
About this guide	1-1
Contents	1-1
Requirements	1-2
Telephone requirements	1-2
Service requirements	1-3
Canadian industry requirements	1-3
Electromagnetic Compatibility	1-4
United States	1-4
European Union	1-5
2. Safety notes	2-1
Symbology	2-1
European Union declaration of conformity	2-2
Certification to 1999/5/EC Radio Equipment and Telecommunications Terminal Equipment Directive	2-3
Electricity at Work Regulation - UK	2-4
The Regulation	2-5
Check your understanding	2-5
Your responsibility	2-7
Additional queries	2-7
Electrical safety	2-7
Printer	2-8
Power Connection cautions	2-8
Controller	2-8
Controller cautions	2-9
Printer power on/off indicator	2-9
Printer or controller - emergency power off	2-10
Printer - ozone information	2-11

Printer - laser safety	2-11
Printer - operational safety	2-12
3. Planning for the installation	3-1
Installation planning responsibilities	3-1
Xerox responsibilities	3-1
Customer responsibilities	3-2
Electrical requirements	3-2
Telephone line requirements	3-3
Installation planning tasks	3-4
Before scheduling delivery of the DocuTech /DocuPrint 75/90 system	3-4
4. Installation	4-1
If you encounter a problem	4-1
Preparing a location for the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX	4-2
Standard equipment location - space requirements	4-4
Other locations - space requirements	4-6
Product dimensions	4-9
Electrical requirements	4-10
Relocating the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX	4-12
Procedure	4-12
Space requirements	4-15
5. Product overview	5-1
Hardware components	5-1
Controller components	5-1
Printer components	5-2
Paper trays (trays 1-4)	5-3
Bypass tray (tray 5)	5-4
High Capacity feeder (tray 6)	5-5
Finisher	5-5
Top Tray	5-6
Stacker Tray	5-6
Stapling	5-6

Staple placement	5-7
Peripheral hardware components	5-7
Controller software	5-8
Modems	5-8
6. Maintenance and support services	6-1
Xerox support services	6-1
Customer support	6-1
Operator training	6-2
Supplies/Service	6-3
Routine maintenance	6-4
Meter reading and reporting	6-5
Consumable supplies tables	6-5
Dry ink (toner) and “dry ink low” message	6-9
Supplies checklist	6-10

1. Introduction

The DocuTech/DocuPrint 75/90 and DocuPrint 75 MX Installation Planning Guide contains information on preparing for the delivery and installation of the Xerox DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers.

About this guide

This guide is intended for the person responsible for coordinating the installation of the Xerox DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers and controller at your site. It lists the tasks you need to complete before installation can begin.

If you are a lead operator, or your job involves some programming and systems administration tasks, as well as coordinating the install of the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX system, use the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX Operator Guide to supplement the information in this manual.

Before using this Guide, become familiar with its contents and conventions.

Contents

This section lists the contents of this guide.

- “Introduction” gives a basic overview of the Installation Planning Guide and its contents. It also contains information on requirements and certifications required by USA and Canadian regulations.
- “Safety Notes” explains the various symbols, Cautions, and Warnings pertaining to the safe use and operation of the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX systems. It also contains information on requirements and certifications required by the European Union Declaration of Conformity and The UK Electricity at Work Regulation.

- “Planning for the installation” covers the roles and responsibilities for site selection and installation of the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX .
- “Installation” provides electrical and space requirements for the installation of the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX .
- “Product overview” provides a brief overview of the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX system and components.
- “Maintenance and supplies” contains information about the available support services and necessary supplies to maintain the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX , as well as supplies ordering information.

Requirements

Telephone requirements

USA FCC requirements:

1. The FCC has established rules that permit the device to be directly connected to the telephone network. Standardized jacks are used for these connections. This equipment should not be used on party lines or coin lines.
2. If this device is malfunctioning, it may also be causing harm to the telephone network; this device should be disconnected until repair has been made. If this is not done, the telephone company may temporarily disconnect service.
3. The telephone company may make changes in its technical operations and procedures; if such changes affect the compatibility or use of this device, the telephone company is required to give adequate notice of the changes. You will be advised of your right to file a complaint with the FCC.
4. If the telephone company requests information on what equipment is connected to their lines, inform them of:
 - a. The telephone number this unit is connected to
 - b. The ringer equivalence number
 - c. The USCO jack required
 - d. The FCC Registration number

Items “b” and “d” are indicated on the label.

The Ringer Equivalence Number (REN) is used to determine how many devices can be connected to your telephone line. In most areas, the sum of the RENs of all devices on any one line should not exceed five (5.0). If too many devices are attached, they may not ring correctly.

Service requirements

In the event of equipment malfunction, all repairs should be performed by Xerox or authorized agent. It is the responsibility of users requiring service to report the need for service to Xerox or to an authorized agent. Service can be obtained at:

USA: 1-800-821-2797

Canada: 1-800-939-3769

Europe: Local Welcome Center

DMO: Local Welcome Center

Canadian industry requirements

Notice: The Canadian Industry Canada label identifies certified equipment. This certification means that the equipment meets certain telecommunications network protective, operational and safety requirements. The Department does not guarantee the equipment will operate to the user's satisfaction.

1. Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunications company. The equipment must also be installed using an acceptable method of connection. In some cases, the company's inside wiring associated with a single line individual service may be extended by means of a certified connector assembly (telephone extension cord). The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations.
2. Repairs to certified equipment should be made by an authorized Canadian maintenance facility designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment.

3. Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines and internal metallic water pipe system, if present, are connected together. This precaution may be particularly important in rural areas.

CAUTION

Users should not attempt to make such connections themselves, but should contact the electric inspection authority, or electrician, as appropriate.

4. The Load Number (LN) assigned to each terminal device denotes the percentage of the total load to be connected to a telephone loop that is used by the device, to prevent overloading. The termination on a loop may consist of any combination of devices subject only to the requirement that the total of the Load Numbers of all the devices does not exceed 100.

For service in Canada call (800) 939-3769

Electromagnetic Compatibility

United States

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference, in which case the user will be required to correct the interference at his own expense.

Changes or modifications to this equipment not specifically approved by the Xerox Corporation may void the user's authority to operate this equipment.

Shielded cables must be used with this equipment to maintain compliance with FCC regulations.

This Class “A” digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la classe “A” est conforme à la norme NMB-003 du Canada.

European Union

WARNING

This is a Class A product. In a domestic environment, this product may cause radio interference, in which case the user may be required to take adequate measures.

Changes or modifications to this equipment not specifically approved by Xerox Europe may void the user’s authority to operate this equipment.

Shielded cables must be used with this equipment to maintain compliance with the EMC Directive (89/336/EEC).

WARNING

In order to allow this equipment to operate in proximity to Industrial, Scientific, and Medical (ISM) equipment, the external radiation from ISM equipment may have to be limited or special mitigation measures taken.

2. Safety notes

Please read the following instructions carefully before planning your install and/or operating the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX . Refer to them as needed to ensure the safe installation and operation of your equipment.

The safety testing and performance of this product have been verified using Xerox materials only

Your Xerox DocuTech/DocuPrint 75/90 and DocuPrint 75 MX and its supplies have been designed and tested to meet strict safety requirements. These include safety agency examination and approval, and compliance to established environmental standards.

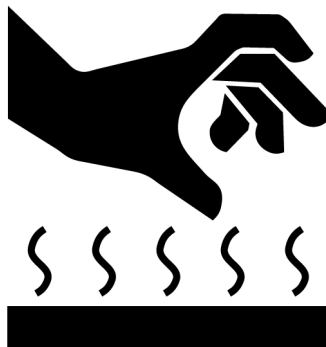
Follow all warnings and instructions marked on or supplied with the product.

Symbology

Various symbols are used on the printer and in the documentation.

The symbol on the printer that indicates a hot surface is shown in [Figure 2-1](#).

Figure 2-1. Hot surface symbol



Another symbol that indicates a heated surface is shown in [Figure 2-2](#).

Figure 2-2. Heated surface symbol**WARNING**

Warnings indicate possible serious personal injury if you do not strictly follow the practice, procedure, condition, or statement that follows the WARNING.

CAUTION

Cautions indicate that possible system damage or data loss will occur if you do not carefully follow the practice, procedure, condition or statement that follows the CAUTION.

European Union declaration of conformity

Approvals and certification

The CE marking applied to this product symbolizes Xerox Europe Declaration of Conformity with the following applicable Directives of the European Union as of the dates indicated below.

January 1, 1995: Council Directive 73/23/EEC amended by Council Directive 93/68/EC, Approximation of the laws of the member states related to low voltage equipment.

January 1, 1996: Council Directive 89/336/EC, approximation of the laws of the Member States related to electromagnetic compatibility.

March 9, 1999: Council Directive 1999/5/EC on radio equipment and telecommunications terminal equipment and the mutual recognition of their conformity.

April 7, 1999: Council Directive 1995/5/EC, approximation of the laws of the member states related to Radio Equipment and Telecommunications Terminal Equipment.

A full declaration, defining the relevant directives and referenced standards can be obtained from your Xerox Europe representative.

WARNING

Changes or modifications to this equipment not specifically approved by Xerox Europe may void user's authority to operate the equipment. Shielded cables must be used with this equipment to maintain compliance with the EMC Directive (89/336/EEC).

WARNING

This system is certified manufactured and tested in compliance with strict safety and radio frequency interference regulations. Any unauthorized alteration which includes the addition of new functions or the connection of external devices may impact this certification. Please contact your local Xerox Europe representative for a list of approved accessories.

Shielded cables must be used with this equipment to maintain compliance with the EMC Directive (89/336/EEC).

This equipment is not primarily intended for use in a domestic environment.

Certification to 1999/5/EC Radio Equipment and Telecommunications Terminal Equipment Directive

This Xerox product has been self-certified by Xerox for pan-European single terminal connection to the analogue public switched telephone network (PSTN) in accordance with Directive 1999/5/EC.

The product has been designed to work with the national PSTNs and compatibles PBXs of the following countries:

- Austria
- Belgium
- Denmark
- France
- Finland
- Germany
- Greece
- Iceland

- Ireland
- Italy
- Luxembourg
- Netherlands
- Norway
- Portugal
- Spain
- Sweden
- Switzerland
- United Kingdom

In the event of problems, you should contact your local Xerox representative at the first instance.

The product has been tested to and is compliant with TBR21, a specification for terminal equipment for use on analogue switched telephone networks in the European Economic Area.

The product may be configured to be compatible with other country networks. Please contact your Xerox representative if it needs to be reconnected to another country's network. There are no user-adjustable settings in the product.

NOTE: Although this product can use either loop disconnect (pulse) or DTMF (tone) signalling, it is recommended that it is set to use DTMF signalling. DTMF signalling provides reliable and faster call set-up.

Modification, connection to external control software or to external control apparatus not authorized by Xerox will invalidate its certification.

Electricity at Work Regulation - UK

The Electricity at Work Regulation applies only to England and Wales.

The Regulation

The Electricity at Work Regulation 1989 came into force in England and Wales on 1 April 1990. This 1989 Regulation places a duty on all employers and self-employed persons to ensure the electrical systems in their premises are constructed, maintained and operated in such a manner as to prevent, so far as reasonably practical, danger. This includes ensuring all electrical equipment connected to such electrical systems are safely constructed, maintained and operated.

All Xerox equipment has been designed to exacting safety standards. They have all undergone a variety of stringent safety tests including earth bond, insulation resistance and electrical strength tests. Xerox Europe manufacturing plants have been awarded ISO 9000 quality certification and are subject to regular audits by the British Standards Institution or equivalent national standards body.

Xerox equipment which has been properly and regularly serviced and maintained should not have to undergo additional specific safety tests pursuant to the 1989 Regulation. Customers wishing to complete safety testing should contact their authorized Xerox representative.

Xerox equipment should, however, be properly and regularly serviced and maintained at all times.

Check your understanding

Please review the questions and answers that follow to ensure that you understand the Electricity at Work Regulation in England and Wales.

Question **What is the Electricity at Work Regulation?**

Answer The Electricity at Work Regulation 1989 came into force in England and Wales on the 1 April 1990. This 1989 Regulation places a duty on **all employers and self-employed persons** to ensure the electrical systems in their premises are constructed, maintained and operated in such a manner as to prevent, so far as reasonably practicable, danger. This includes ensuring all electrical products connected to such electrical systems are safely constructed, maintained and operated.

Question Does Xerox Europe comply with the Electricity at Work Regulation?

Answer The regulation places a duty on **all employers and self-employed persons** to ensure the electrical systems in their premises are, effectively safe.

This regulation does not impose on, amongst others, **manufacturers or suppliers** of such electrical systems. However, rest assured that all Xerox equipment which Xerox Europe and its authorized distributors supply to customers conforms with all the relevant safety legislation and standards.

Question Is Xerox equipment safe?

Answer All Xerox equipment supplied by Xerox Europe and their authorized distributors conforms to all relevant safety legislation and standards.

Question Is the Xerox equipment in my premises safe?

Answer All Xerox equipment supplied by Xerox Europe and their authorized distributors conforms to all relevant safety legislation and standards. However, like all electrical equipment, they have to be regularly serviced and maintained by competent persons. Xerox Europe Customer Service Engineers ensure Xerox equipment is serviced and maintained to exacting Xerox safety standards. If you would like your Xerox equipment to be serviced and maintained to such high standards, please contact your local Xerox Europe Customer Service Organization. They will be pleased to assist you.

Question Does the Xerox equipment in my premises comply with the Electricity at Work Regulations?

Answer All employers and self-employed persons must ensure that the electrical systems in their premises are safe. This will include ensuring Xerox equipment in such premises is safe.

Xerox Europe's Product Safety function has prepared a guide which contains a list of tests which may be completed by your Xerox Europe Customer Service Organization. **THESE TESTS MUST BE CARRIED OUT ONLY BY PERSONS WHO POSSESS THE RELEVANT SKILL, KNOWLEDGE AND EXPERIENCE TO CARRY OUT SUCH TESTS.**

Please contact the Xerox Europe Customer Service Organization for further information.

THE USE OF INAPPROPRIATE TEST PROCEDURES AND TEST EQUIPMENT MAY PROVIDE MISLEADING RESULTS AND MAY CAUSE DEATH, PERSONAL INJURY AND/OR DAMAGE TO PROPERTY.

Question I would like to carry out my own safety tests on the Xerox equipment in my premises.

Answer You may, of course, request such tests as you deem necessary to satisfy yourself that your Xerox equipment is safe. Your Xerox Europe Customer Support will be pleased to advise you on such testing.

Question I require records of all tests.

Answer After safety testing, your Xerox Europe Customer Service Engineer will provide you with a certificate which details the results of all tests completed.

In the event of any defect being noted, the Xerox equipment will be switched off and disconnected from the supply until the defect has been corrected. You will be advised of such action to enable such defects to be corrected.

Your responsibility

YOU MUST ENSURE THAT YOUR XEROX EQUIPMENT IS SAFE AT ALL TIMES.

Additional queries

Please contact your authorized local Xerox representative if you have any queries regarding the information provided in this document.

Electrical safety

Attention to the following requirements ensures the safe operation of your equipment.

Printer

- USA/Canada** The DocuTech/DocuPrint 75 printer requires a 115V AC outlet, dedicated 20 Amp, 3-wire circuit. The DocuTech/DocuPrint 90 requires a 208V AC outlet, dedicated 20 Amp, 3-wire circuit.
- Europe** The printer requires a 220-240V outlet, dedicated 13 Amp or 10 Amp circuit. The equipment must be connected to a grounded main outlet.

Power Connection cautions

Ensure that the power connection for your printer satisfies these requirements:

- The power receptacle for the printer must meet the requirements stated on the data plate on the rear of the printer.
- The socket outlet shall be installed near the equipment within reach of the 10 ft. (3 m) cable and shall be easily accessible.
- Use the power cable that is supplied with your printer and controller. Do not use an extension cord, or remove or modify the power cord plug.
- Plug the power cable directly into a correctly grounded electrical outlet. If you are not sure whether or not an outlet is correctly grounded, consult a qualified electrician.
- Do **not** use an adapter to connect the printer to an electrical outlet that lacks a ground connection terminal.
- The power cord is the disconnect device for this printer.
- Do **not** override or disable electrical or mechanical interlocks.
- Do **not** push objects into slots or openings on the printer. Electrical shock or fire may result.
- Do **not** obstruct ventilation openings. These openings prevent overheating of the printer.

Controller

- USA/Canada** The controller requires a dedicated 115V AC 20 Amp grounded receptacle for both the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX .

Europe The controller requires a 220-240V, 13 or 10 Amp grounded receptacle.

Controller cautions

Follow all safety cautions, warnings, and instructions marked on the controller.

- Ensure that the voltages and frequency rating of the power receptacle match the electrical rating label on the equipment.
- Do not make electrical or mechanical modifications to the equipment.
- Use the power cable that is supplied with your controller. Do not use an extension cord, or remove or modify the power cord plug. If the plug must be changed, a qualified electrician must install the plug correctly on the power cord.
- Plug the power cable directly into a correctly grounded electrical outlet or into the power strip that is connected to this outlet. If you are not sure whether or not the outlet is correctly grounded, consult a qualified electrician.
- Do **not** use an adapter to connect the controller to an electrical outlet that lacks a ground connection terminal.
- The power switch functions as a standby type of device only. The power cord serves as the primary disconnect device for the system.
- Do **not** push objects into slots or openings on the equipment. Electrical shock or fire may result.
- Do **not** obstruct ventilation openings. These openings prevent overheating of the controller.

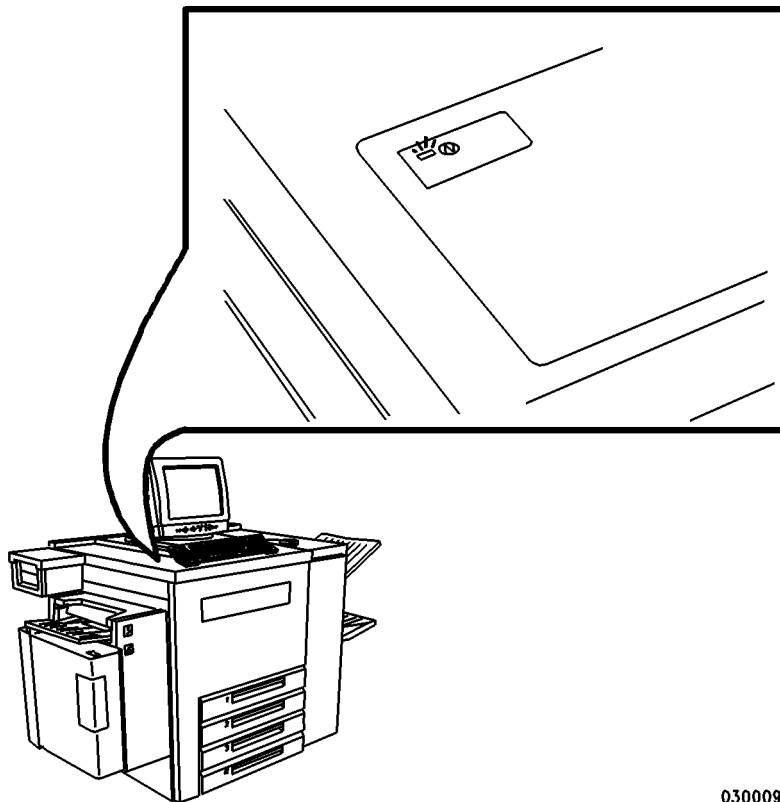
Printer power on/off indicator

A power-on/power-off indicator shows the state of the power for the printer. This indicator is located to the left on the top front of the printer and has a rectangular shape. This indicator glows green when printer power is on and emits no light, is colorless, when the printer power is off.

When you need to determine whether the printer power is on or off, view the power-on/power-off indicator rather than the message pane on the DocuSP Print Services main window. Under some conditions, the main window may not accurately indicate the state of the printer.

The printer power on/off indicator is shown in [Figure 2-3](#).

Figure 2-3. Power on/off indicator



0300099A-TAH

Printer or controller - emergency power off

If any of the following conditions occur, turn off the equipment immediately and disconnect the power cable from the electrical outlet. Contact an authorized Xerox Service Representative to correct the problem:

- The equipment emits unusual odors, or makes unusual noises.
- The power cable is damaged or frayed.

- A wall panel circuit breaker, fuse, or other safety device has been tripped.
- Liquid is spilled into the equipment.
- The equipment is exposed to water damage or flood.
- Any part of the equipment is physically damaged.

NOTE: The only method to remove all power from the printer is to disconnect the power cable from the electrical outlet.

Printer - ozone information

This product produces ozone during normal operation. The ozone produced is dependent on print volume and is heavier than air. Install the system in a well ventilated room with the minimum cubic size requirements listed below. Providing the correct environmental parameter will ensure that the concentration levels meet safe limits.

The minimum cubic volume requirement is: 1,765 cubic feet (50 cubic meters).

To determine if the room has the required volume to meet the ozone requirement, the length of the room multiplied by its width and height should be equal to or greater than the cubic volume listed above.

If you need additional information about ozone, please request the Xerox publication Ozone (part number 610P64653) by calling 1-800-828-6571 in the United States and Canada. In Xerox Europe countries, call the local welcome center.

Printer - laser safety

CAUTION

The use of controls, adjustments or performance of procedures other than those specified in this guide may result in hazardous light exposure.

This equipment complies with international safety standards and is certified as a Class 1 Product.

With specific regard to lasers, the equipment complies with laser product performance standards set by governmental, national, and international agencies as a Class 1 Laser Product. It does not emit hazardous light, as the beam is totally enclosed during all phases of customer operation and maintenance.

Printer - operational safety

Safety Quality Standards The equipment is manufactured under a BS5750 Quality system accepted by the British Standards Institution.

Other National Standards The Xerox DocuTech/DocuPrint 75/90 and DocuPrint 75 MX is also certified in compliance with applicable standards by various national bodies.

Do these To ensure the continued safe operation of your printer, follow these safety guidelines at all times:

- Always connect equipment to a correctly grounded power outlet. If in doubt, have the outlet checked by a qualified electrician.
- Always follow all warnings and instructions that are marked on or are supplied with the equipment.
- Always exercise care when moving or relocating the equipment. Please contact your local Xerox Service Department to arrange relocation of the printer to a location outside of your building.
- Always locate the printer on a solid support surface (not on plush carpet) that has adequate strength to support the weight of the printer.
- Always locate the printer in an area that has adequate ventilation and room for servicing. Refer to the space requirements in the *DocuTech/DocuPrint 75/90 and DocuPrint 75 MX Installation Planning Guide*.
- Always use materials and supplies that are specifically designed for your Xerox equipment. Use of unsuitable materials may result in poor performance and possibly a hazardous situation.

Do not do these To ensure the continued safe operation of your printer:

- Never use an adapter plug to connect equipment to a power source that lacks a ground connection terminal.
- Never obstruct ventilation openings. They are provided to prevent overheating.
- Never push objects of any kind into the ventilation openings.
- Never attempt any maintenance function that is not specifically described in the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX documentation.
- Never remove any covers or guards that are fastened with screws. There are no operator serviceable areas within these covers.
- Never locate the printer near a radiator or any other heat source.
- Never override or “cheat” any of the electrical or mechanical interlock devices.
- Never operate the equipment if you notice unusual noises or odors. Disconnect the power cord from the power outlet and call the Xerox Welcome Center.

Your Xerox DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printer is certified, manufactured, and tested in compliance with strict safety and radio frequency interference regulations. Any unauthorized alteration that includes the addition of new functions or the connection of external devices may invalidate this certification. Please contact your local Xerox representative or the Xerox Welcome Center for a list of approved accessories.

Welcome Center phone numbers:

- USA - (800) 821-2797
- Canada - (800) 939-3769
- Europe - Local Welcome Center
- DMO - Local Welcome Center

**Additional
information -
Europe**

If you need any additional safety information concerning the equipment or the Xerox supplied materials, you may call the following number: **01707 353434**

**Additional
information - all
other areas**

If you need any additional safety information concerning the equipment or the Xerox supplied materials, please contact the Xerox Welcome Centre.

3. Planning for the installation

Installation planning responsibilities

This section describes your responsibilities and the responsibilities Xerox has to you. You will see that some areas overlap and are joint responsibilities.

Xerox responsibilities

Your Xerox representative's responsibilities prior to, during, and after installation of the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers are:

- | | |
|-----------------------|---|
| Site Selection | <ul style="list-style-type: none">• Assist in site selection.• Inspect and approve the site. |
| Installation | <ul style="list-style-type: none">• Schedule the delivery of the hardware.• Monitor installation activities.• Assist you in ordering any supplies required.• Install the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers. |
| Training | <ul style="list-style-type: none">• Provide initial operations training.• Provide information and assistance in registering for Xerox Customer Education classes. |
| Service | <ul style="list-style-type: none">• Review preventive maintenance schedules and service procedures.• Provide ongoing DocuSP controller and DocuTech/DocuPrint 75/90 and DocuPrint 75 MX maintenance.• Assist in resolving hardware and software problems. |

Customer responsibilities

Your responsibilities prior to, during and after installation of the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers are:

Site Personnel Identify a person at your site to be the primary interface with Xerox.

Site Selection and Preparation Select and prepare the site for DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers installation. The following electrical, telephone, and network services are required:

Electrical requirements

USA/Canada The **printer** requires a dedicated 115V AC 20 Amp grounded receptacle for the DocuTech/DocuPrint 75. A 208VAC 20Amp, 50/60hz grounded receptacle for the DocuTech/DocuPrint 90. The power receptacle for the printer must meet the requirements stated on the data plate on the rear of the printer.

The **controller** requires a dedicated 115V AC 20 Amp grounded receptacle.

Europe The **printer** requires a a 220-240V 13 or 10 Amp grounded receptacle for the DocuTech/DocuPrint 75. A 200-240VAC 16 Amp, 50hz grounded receptacle for the DocuTech/DocuPrint 90. The power receptacle for the printer must meet the requirements stated on the data plate on the rear of the printer

The **controller** requires a 220-240V 13 or 10 Amp grounded receptacle.

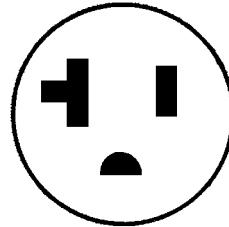
NOTE: Power adapter boxes will be available that will allow the system to be plugged into a 208VAC/30A service in NASG or 200-240VAC/30A in ESG/ACO.

WARNING

Do not remove or modify the power cord plug. Do not use a two-prong adapter to connect the three-prong plug to an ungrounded receptacle. Personal injury or damage to the printer could occur.

A typical USA 20 Amperes receptacle is illustrated in [Figure 3-1](#).

Figure 3-1. USA 20 Amp receptacle



- The power receptacle for the printer must be within easy reach of the printer's 10 ft. (3 m) power cord from the right rear corner of the printer and the receptacle shall be easily accessible. **Do not** use an extension cord.
- If a Phone Share device is used an additional 115V AC 15 or 20 Amp power receptacle is required within 6 ft. (1.8 m) of the PhoneShare device location. For detailed information about using a Phone Share device, refer to the section, Telephone line requirements.
- All configurations require one 115 VAC, 3 wire, 15 Amp receptacle for the outlet strip that provides receptacles for the controller and its peripheral devices.
- Use the power strip to connect the telephone line with the controller external modem. The power strip has two special surge-suppressor jacks, one labeled "In" and the other labeled "Out." From the wall jack, insert the phone line into the power strip "In" jack. From the power strip "Out" jack, insert the phone line into the controller external modem.

Telephone line requirements

NOTE: The telephone line for the Sixth Sense feature must be an analog telephone line (not a digital telephone line).

- The Sixth Sense connection requires either a dedicated analog telephone line or a PhoneShare device to share an analog telephone line with up to three other devices.

- The telephone jack or PhoneShare device must be within the 14 ft. (4.25 m) length of the printer's telephone cord. If a PhoneShare device is used, it must also be placed within the 25 ft. (7.6 m) length of the telephone cord from the telephone jack, and within the 6 ft. (1.8 m) length of the power cord from its assigned power receptacle.
- Call the Xerox Welcome Center and provide the telephone number of this line for entry into the Sixth Sense on-line support system. If a PhoneShare device is used, also provide the port number on the PhoneShare device that the printer is using.
- One 10BaseT or 100BaseT Ethernet connection for the controller.
- One telephone line.

- Training**
- Select personnel to train.
 - Set up training schedule.

Client Workstations Make sure all client workstations that will be submitting print jobs have the proper hardware, operating system, and networking software required by the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printer as client platforms.

Applications Work with your Xerox Systems Analyst to determine requirements for initial applications.

Installation planning tasks

To aid you in installation planning, this section provides a list describing tasks you and your Xerox representative must complete in the days before scheduling installation. If you have questions about any of these activities, contact your sales or service representative.

Before scheduling delivery of the DocuTech /DocuPrint 75/90 system

The following activities should be completed before you schedule a delivery date for the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers:

- Select a location for the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers.
- Prepare the site:
 - Install any required electrical service. Order Xerox receptacle kits if required. Refer to the section, Electrical Requirements, if necessary.
 - Install any required Ethernet hardware.
 - Reserve a network address and hostname for each DocuSP controller workstation.
- Identify networked client workstations that will submit jobs. Ensure that the hardware, operating system and network protocols are supported by the DocuSP control.

After the preceding activities are complete, schedule a delivery date for the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers. This should be done with your Xerox sales representative.

4. Installation

This chapter provides the information you need when you plan the first installation of the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX by the carrier or Xerox service representative. It is also needed when you want to relocate the equipment at some time in the future.

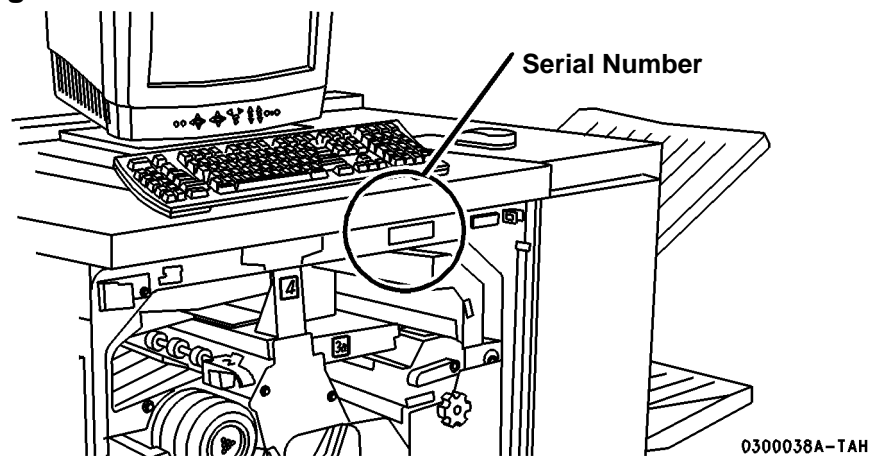
If you encounter a problem

In case of problems with the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX installation, consult the Problem solving chapter of this document. If you still cannot resolve the problem, please contact your printer administrator for assistance.

In some cases, the printer administrator may not be available, or the problem may require more assistance. In those situations, please locate the printer serial number inside the printer's front door, to the left of the red button, as shown in [Figure 4-1](#).

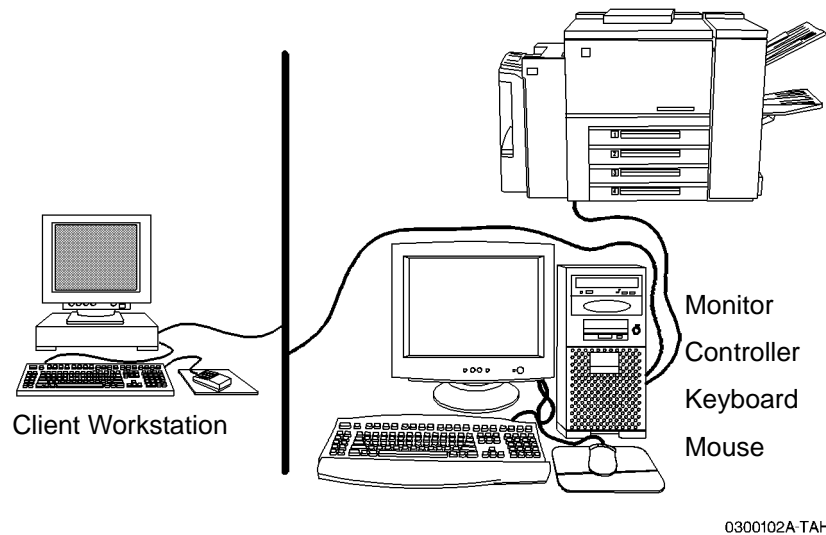
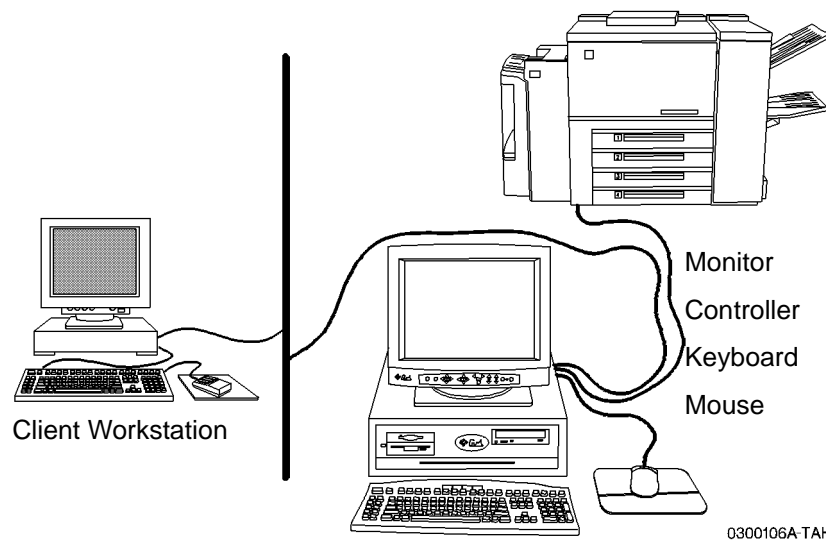
With the serial number ready, contact the Xerox Customer Support Center **via** the Welcome Center phone number:

- USA: 1-800-821-2797
- Canada: 1-800-939-3769
- Europe: Local Welcome Centre
- DMO: Local Welcome Center

Figure 4-1. Printer serial number

Preparing a location for the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX

The printer and controller components are shown in [Figure 4-2](#) and [Figure 4-3](#). The client workstations and the local network are provided by the customer site.

Figure 4-2. Ultra10/Ultra 30 Controller and printer components**Figure 4-3. SunBlade 150 controller and printer components**

The controller consists of a CPU, a monitor, a keyboard, a mouse, and an external modem. The controller may have other accessories such as an external disk drive and a tape drive for backups.

NOTE: External and Internal Modems are optional with the system and can be obtained by request for no additional charge.

The printer has an attachable shelf for holding any peripherals. In addition, the printer has an internal modem.

Only one wall outlet is required to power the controller provided that you use the power strip. The power strip has eight outlets and a ten-foot cord.






NOTE: Xerox Europe provides its own modems and power strip.

NOTE: *In the USA & Canada only*, if installing in a hallway or exit route, allow a minimum of 44 inches (1118 mm) additional clearance in front of the printer in order to meet the fire code regulations.

Figures 4 through 8 in the following section are presented in the order of preferred placement. The dimensions assume a movable installation (carpet no deeper than 0.25 inches or 7 mm). Additional access measurements are shown in [Table 4-2](#).

The symbols used in the space requirements figures are defined in [Figure 4-4](#).

Figure 4-4. Symbols used in figures

 = CPU	 = Table
 = Peripherals	 = Printer
 = Peripherals	

T300036A-TAH

Always attempt to place the equipment in the standard location before selecting any other location.

Standard equipment location - space requirements

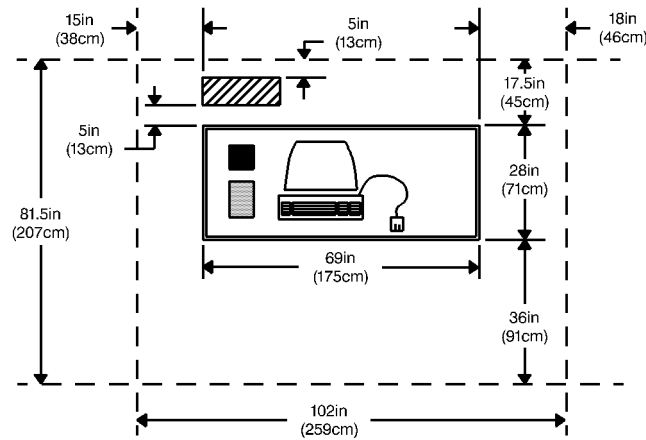
The preferred location of the equipment is called the standard location, shown in [Figure 4-5](#). The standard location requires:

- CPU on floor, between the printer and the wall
- Monitor, controller modem, keyboard and mouse on top of the printer

WARNING

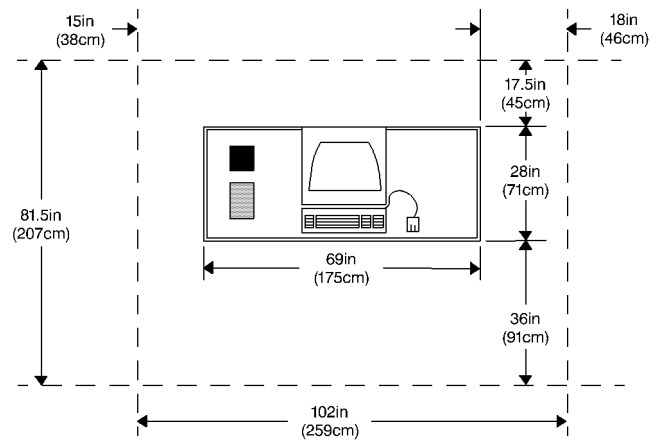
There must be a minimum of 5 inches (127 mm) between the controller CPU and the wall.

Figure 4-5. Ultra 10/Ultra 30 standard location space requirements



0300030A-TAH

Figure 4-6. SunBlade 150 standard location space requirements



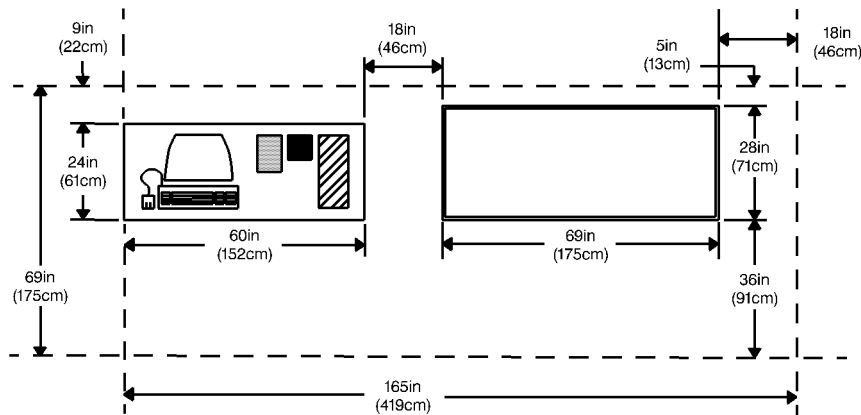
0300108A-TAH

Other locations - space requirements

If you cannot use the standard location, it is recommended that you place all of the controller equipment on a table. When you use a table, be sure to place the CPU on the side of the table that is closest to the printer.

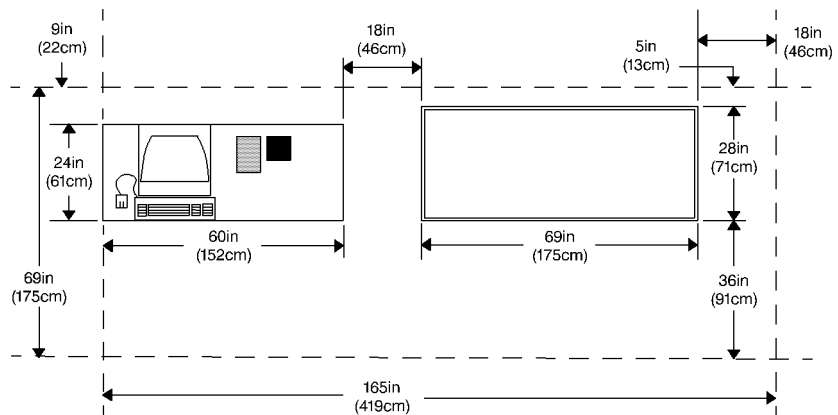
The location of all controller components on a table to the left of the printer is shown in [Figure 4-7](#). and [Figure 4-8](#).

Figure 4-7. Ultra 10/Ultra 30 all controller components on a table to the left of the printer



0300033A-TAH

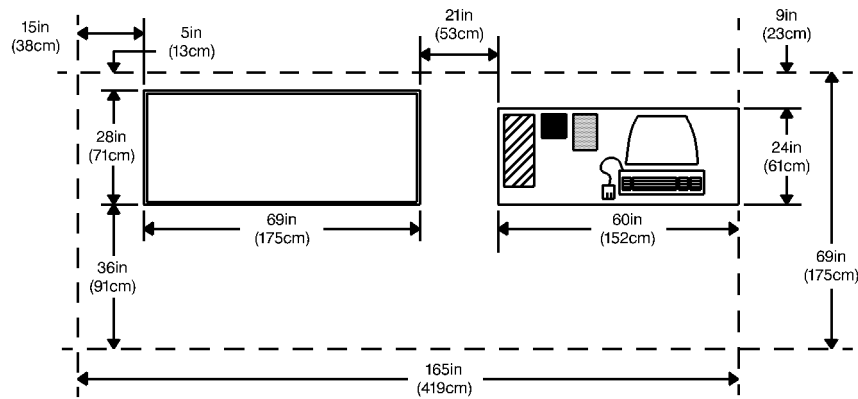
Figure 4-8. SunBlade 150 all controller components on a table to the left of the printer



0300109A-TAH

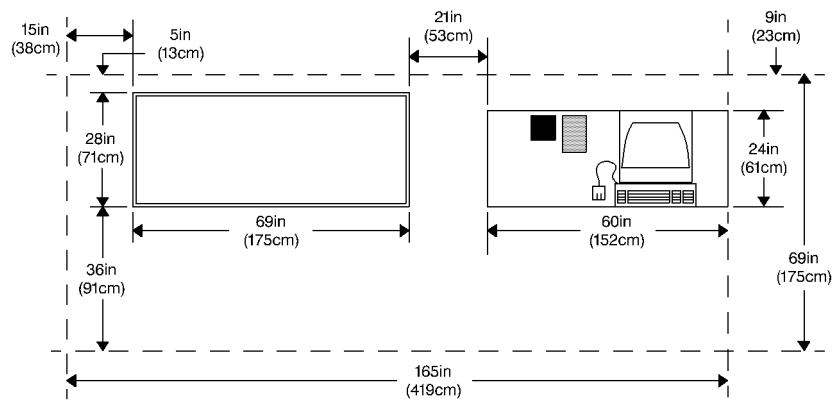
If necessary, you can place all controller components on a table to the right of the printer as shown in [Figure 4-9](#). and [Figure 4-10](#).

Figure 4-9. Ultra 10/Ultra 30 all controller components on a table to the right of the printer



0300034A-TAH

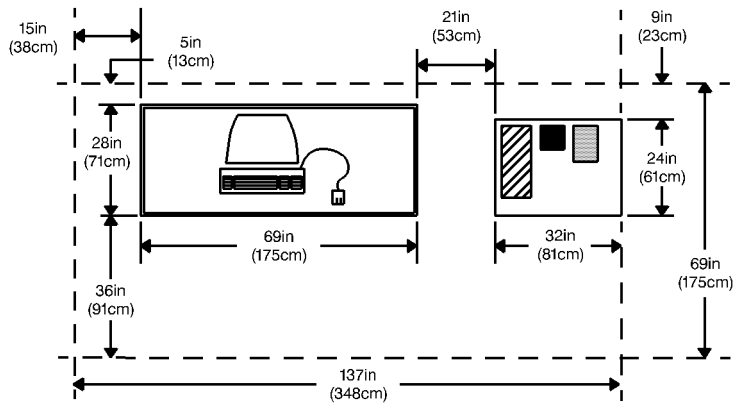
Figure 4-10. SunBlade 150 all controller components on a table to the right of the printer



0300110A-TAH

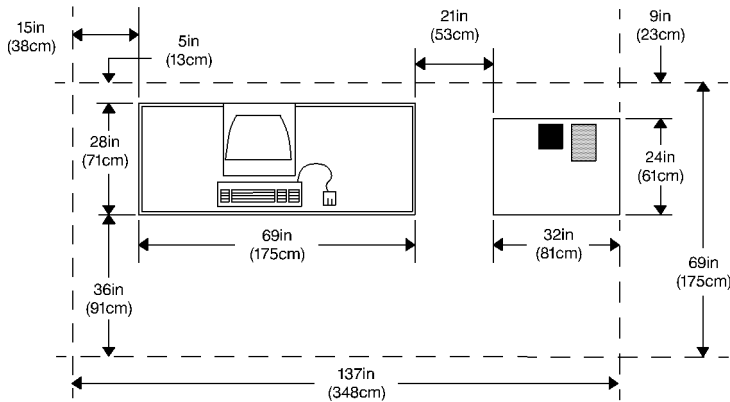
A less desirable alternative is to place the CPU on a table to the right of the printer as shown in [Figure 4-11](#). and [Figure 4-12](#). Other components would then be placed on top of the printer.

Figure 4-11. Ultra 10/Ultra 30 CPU on a table to the right of the printer



0300031A-TAH

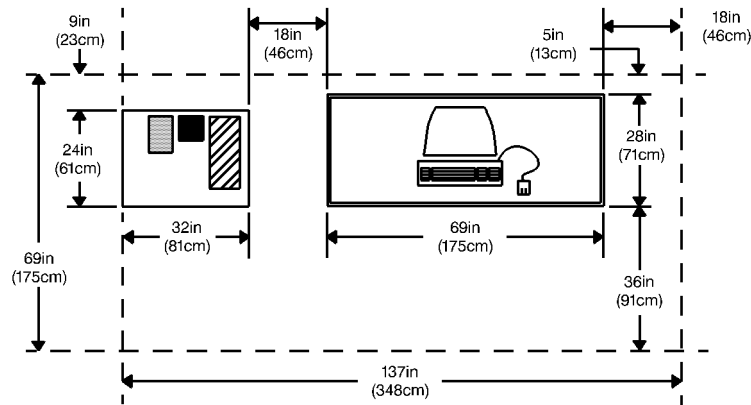
Figure 4-12. SunBlade 150 CPU on a table to the right of the printer



0300112A-TAH

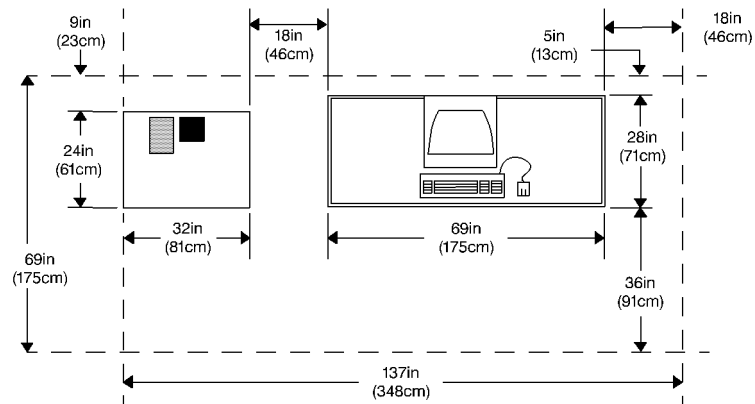
Your last choice is to place the CPU on a table to the left of the printer as shown in [Figure 4-13](#). and [Figure 4-14](#).

Figure 4-13. Ultra 10/Ultra 30 CPU on a table to the left of the printer



0300032A-TAH

Figure 4-14. SunBlade 150 CPU on a table to the left of the printer



0300113A-TAH

Product dimensions

The dimensions for the table on which the controller components may be placed are shown in the space requirements figures.

The unpackaged dimensions and weights of the printer and various options are listed below in [Table 4-1](#). Take these into account when determining the installation location.

Table 4-1. Unpackaged dimensions

Product	Unpackaged Weight	Unpackaged Dimensions D x W x H
Printer	353 lb (161 kg)	28 x 30 x 40 in.(711 x 762 x 1016 mm)
Bypass Tray	8 lb(4 kg)	19.25 x 16.5 x 5 in.(489 x 419 x 127 mm)
High Capacity Feeder with Integral Bypass Tray	38 lb(17 kg)	19.5 x 17.75 x 22.5 in.(495 x 451 x 572 mm)
Finisher	92 lb(43 kg)	26 x 25 x 40 in.(660 x 610 x 1016 mm)

Access dimensions to the printer are shown in [Table 4-2](#). The HCF/Bypass is a combination of the High Capacity Feeder with the Bypass Tray.

Table 4-2. Access dimensions

Input Device	Output Device	Left Side Access to Printer	Right Side Access to Printer	Total Access to Printer	Printer
Bypass Tray	Finisher	15 in. (381 mm)	18 in. (457 mm)	102 in. (2591 mm)	69 in. (1753 mm)
HCF/Bypass	Finisher	15 in. (381 mm)	18 in. (457 mm)	102 in. (2591 mm)	69 in. (1753 mm)

Electrical requirements

WARNING

Do not connect the power cord at this time.

USA/Canada The **DocuTech/DocuPrint 75 printer** requires a dedicated 115V AC 20 Amp grounded receptacle.

The **DocuTech/DocuPrint 90 printer** requires a dedicated 208V AC 20Amp, 50/60hz grounded receptacle.

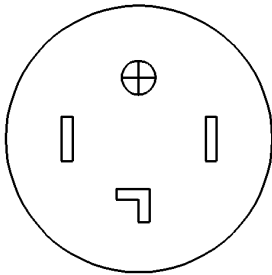
The **controller** requires a dedicated 115V AC 20 Amp grounded receptacle.

Europe The **DocuTech/DocuPrint 75 printer** requires a 220-240V 13 or 10 Amp grounded receptacle.

The **DocuTech/DocuPrint 90 printer** requires a 200-240V AC 16 Amp, 50 hz grounded receptacle.

The **controller** requires a 220-240V 13 or 10 Amp grounded receptacle.

The following figures will define power cord options for the DocuTech/DocuPrint 90.

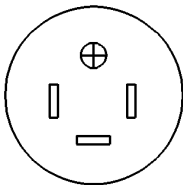


208/220V 30 Amp, NEMA 14-30R, 4-Wire Receptacle (L, L, N, G)

Kit XPN: 600S3277

Used on: 1065, 1090, 5100(some), 5380, 5385 & 5388

Requires: **Optional** AC Adapter Box with Power Cord P/N 101K43860



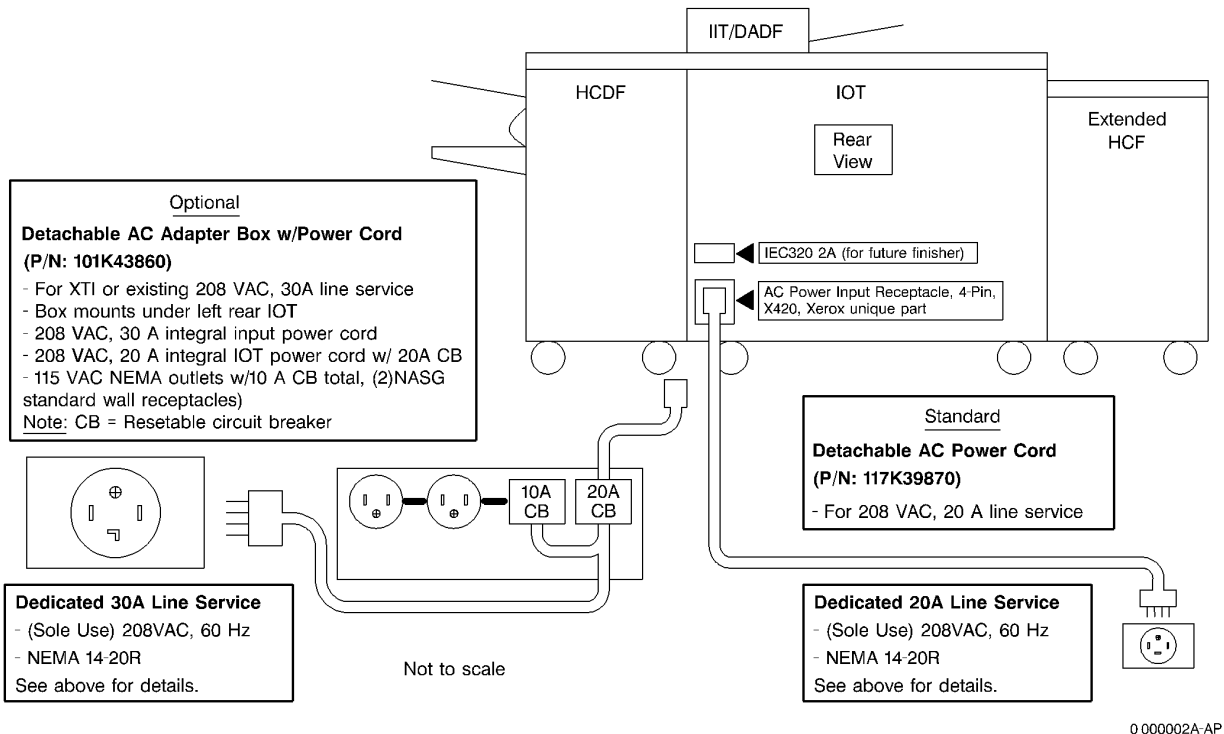
208/220V 20 Amp, NEMA 14-20R, 4-Wire Receptacle (L, L, N, G)

Kit XPN: 604K05820

Uses/Requires: **Standard** Power Cord P/N: 117K39870

0 000001A-AP.

The following diagram defines the AC power options for the printer DocuTech/DocuPrint 90.



Relocating the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX

Before relocating the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX , review the Safety notes chapter, and the information in this chapter on Preparing a location for the DocuTech/DocuPrint 75/90 and DocuPrint 75 MX .

Relocation to a site on the same floor or to a different floor **via** an elevator can be handled without assistance from Xerox. If you need to relocate to a different building, contact Xerox.

Procedure

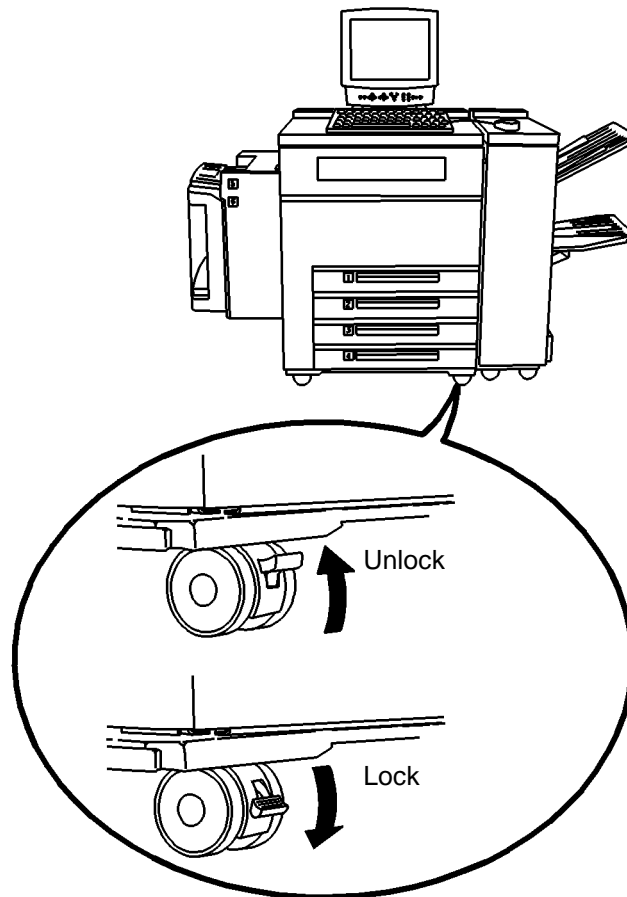
Use the following procedure to relocate your printer and controller:

- Power-off the printer and unplug the telephone cord, power cord and any network connections.

- Power-off the peripherals, the modem, the CPU, and then the monitor using the correct shutdown procedure.
- Unplug the power strip from the wall.
- Unplug the CPU, the monitor, the modem, and the peripherals from the power strip.
- Disconnect the CPU from the printer.
- Disconnect the CPU from the monitor, keyboard and mouse.
- If the monitor, keyboard and mouse are on the top of the printer, remove them before moving the printer.

To remove the monitor:

1. Ensure that the monitor is unplugged from the power strip.
 2. Face the back of the monitor.
 3. Tilt the back of the monitor upwards.
 4. Locate the two retainers (one on each side of the base of the monitor) holding the wire brackets in place.
 5. Unscrew the two 12 mm screws from each of the two retainers.
 6. Remove the retainers.
 7. Save all removed hardware. (You will need this hardware when you reinstall the monitor.)
 8. With the monitor back tilted upwards, rotate the rear wire bracket upward, then lift upward to remove.
 9. Face the front of the monitor.
 10. Tilt the front of the monitor upward.
 11. Rotate the front wire bracket upward, then lift to remove.
 12. Save all removed hardware. (You will need this hardware when you attempt to reinstall the monitor.)
 13. Lift up the monitor and place it on a wheeled cart for transport to the new location.
- Unlock the printer front and rear right wheels by pressing the lever upward on each set of casters, as shown in [Figure 4-15](#). Do not unlock the left wheels. To enable better steering and avoid tipping, unlock the right wheels and move the printer from the left to right.

Figure 4-15. Unlock and lock actions for the casters

0300039A-TAH

- Push the printer from the right side (the side with the swivel casters) so that you can steer it easily.
- At the new location, ensure that the safety requirements can be met.
- Attempt to place the equipment in the preferred location as shown in this chapter, in [Figure 4-5](#). If the standard location is not possible, use one of the other locations.
- Ensure that the space requirements are met.
- Re-establish all power strip, controller, modem, and printer connections.

To replace the monitor:

1. Place the monitor on the printer.
2. Tilt the front of the monitor upwards.
3. Install the ends of the front wire bracket into the front two holes. (The wire bracket crosses over the base of the monitor.)

4. Rotate the wire bracket down into place.
 5. Tilt the back of the monitor upward.
 6. Install the ends of the rear wire bracket into the rear two holes. (The wire bracket crosses over the base of the monitor.)
 7. Rotate the wire bracket down into place.
 8. Install the two retainers around the two wire brackets.
 9. Secure the retainers using two 12 mm screws per retainer.
- Ensure that you have used the “In” and “Out” surge-suppressor jacks when you re-established the modem connections.
 - Plug the power strip into the wall receptacle.
 - Power on the controller using the correct power-on procedure.
 - Power on the printer using the correct power-on procedure. Reenter the printer telephone number if it has changed and inform the Welcome Center of the new number.
 - Lock the printer casters in position by pressing the caster wheel lever down.

Space requirements

The dimensions shown in Figures 4-8 and in [Table 4-2](#) in this chapter are also required when you relocate the controller and printer.

5. Product overview

This chapter will introduce the controller and overview the capabilities of the printer.

Hardware components

The main DocuTech/DocuPrint 75/90 and DocuPrint 75 MX components are:

- Controller (CPU with external modem, CD-ROM drive, diskette drive, monitor, keyboard and mouse)

NOTE: External and Internal Modems are optional but can be available on request for no additional charge.

- Printer (with internal modem)

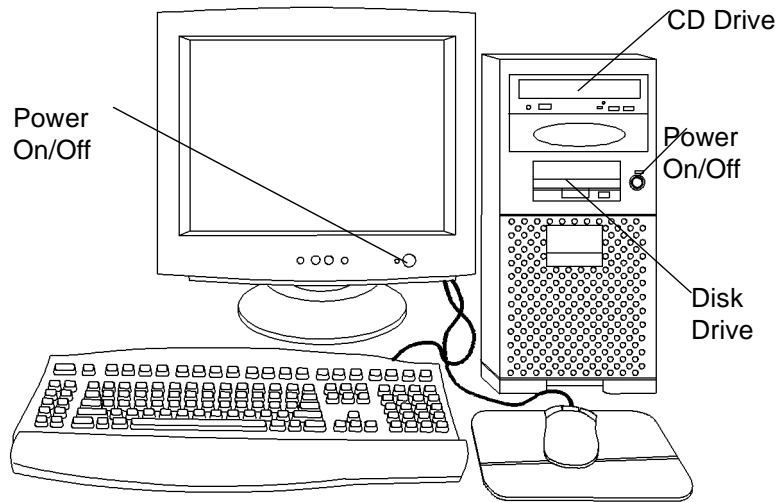
Peripheral components may include:

- External SCSI Hard Drive
- External Tape Drive

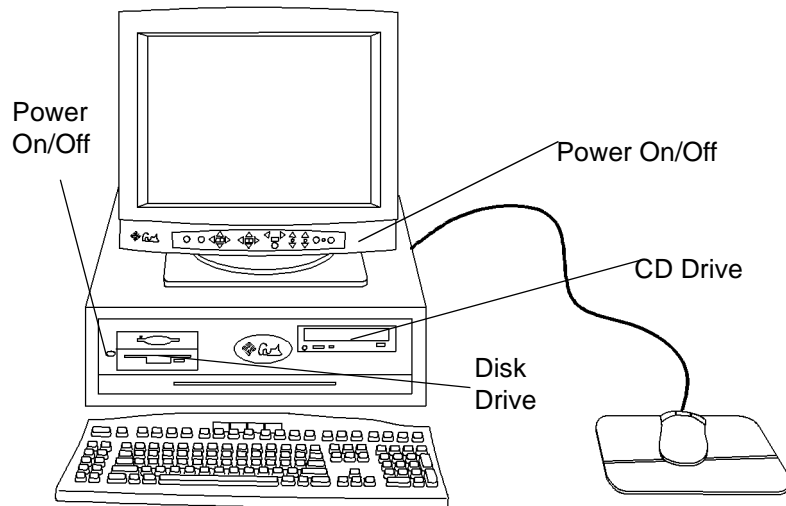
Peripheral components may be contained within a special accessory shelf that is attached to the printer.

Controller components

The main controller components are shown in [Figure 5-1.](#) and [Figure 5-2.](#)

Figure 5-1. Ultra 10/Ultra 30 controller components

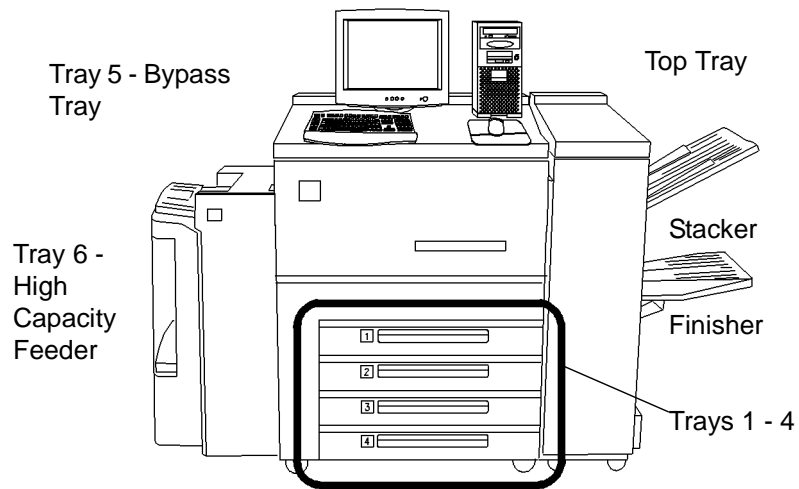
0300103A-TAH

Figure 5-2. SunBlade 150 controller components

0300104A-TAH

Printer components

The main components of the printer are shown in [Figure 5-3](#).

Figure 5-3. Printer components

0300115A TAH

The main components of the printer are shown in [Figure 5-3](#).

The following information sources are provided to assist you:

- **Power-on/power-off indicator** is on the top front of the printer. It glows green when on and emits no light when off.
- **Labels** are affixed at the points of need throughout the system. They depict information about loading the paper stock.
- **Green or Gold colored areas** act as markers.
 - **Gold colored areas** typically indicate the handle or levers to push or pull when removing Replaceable Modules or Cartridges.
 - **Green colored areas** are where you clear jams.

Paper trays (trays 1-4)

The Paper Trays hold up to 500 sheets of 20 lb. (75 gsm) stock each. You can adjust the trays to hold many sizes of paper, from 5.5 x 8.5 inches (140 x 216 mm) up to 11 x 17 inches (279 x 432 mm or A3). To handle 12 x 18 inch paper, a tray must be specially set up. If you wish to dedicate a tray permanently to handle this size paper please contact the Xerox Welcome Center.

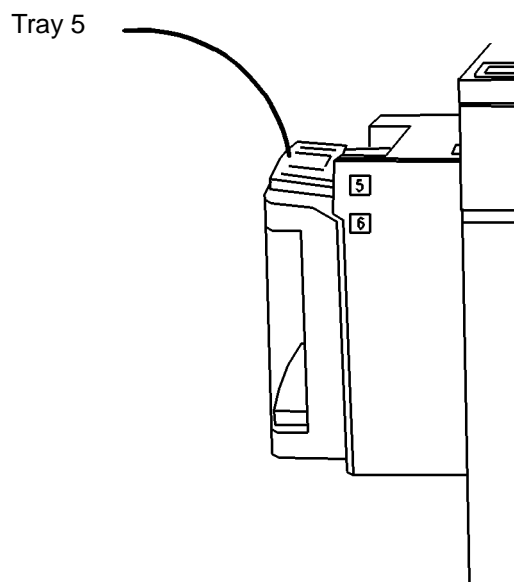
Bypass tray (tray 5)

The Bypass Tray (Tray 5) is an additional paper tray designed for quick and easy loading of both standard and non-standard paper. It can physically extend to accommodate different stock sizes and orientations. You can load a maximum of 50 sheets of standard weight 20 pound (75 gsm) stock. If using a heavier stock, fill the tray only to the maximum-fill line.

The Bypass Tray has a capability of 4 to 12 inches (102 to 305 mm); 5.83 to 18 inches (148 x 457 mm).

The Bypass Tray can also hold non-standard size and weight paper such as transparencies, labels, covers, index, and bond paper. The Bypass Tray is shown below in [Figure 5-4](#).

Figure 5-4. Bypass Tray

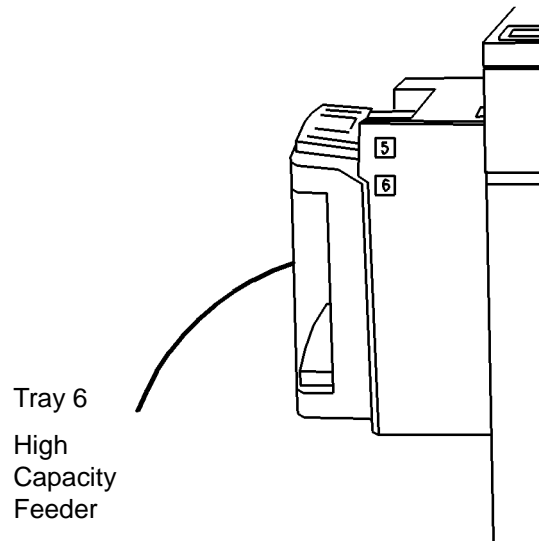


0300007A-TAH

High Capacity feeder (tray 6)

The High Capacity Feeder (Tray 6) is located under the Bypass Tray and saves you from having to load the other individual paper trays with 8.5 x 11 inch (216 x 279 mm) paper often. The High Capacity Feeder can only feed 8.5 x 11 inch (216 x 279 mm) or A4 Long Edge Feed (LEF) paper and cannot be adjusted to hold any other sizes or orientations. The capacity is 3100 or 5100 sheets of 20 pound (75 g/m²) paper depending on which High Capacity Feeder is part of your system.

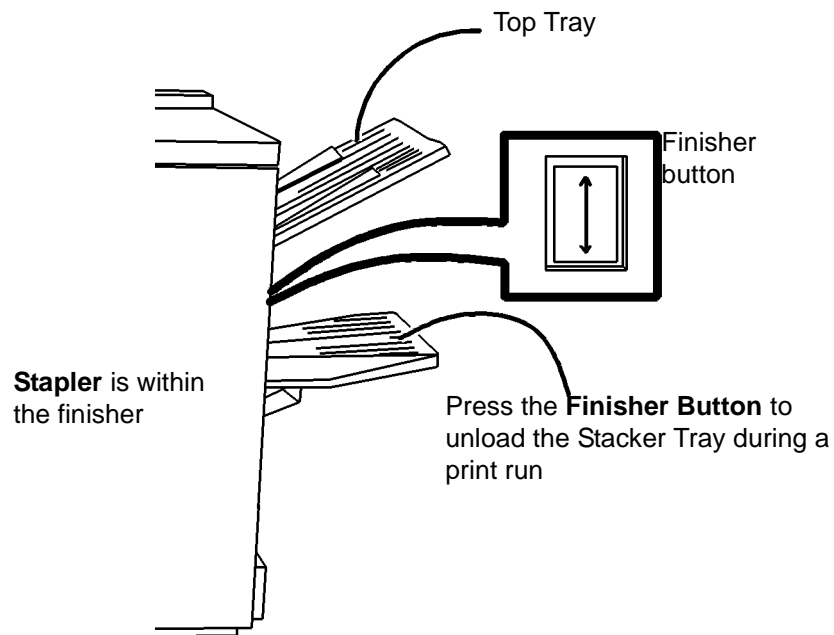
Figure 5-5. High Capacity Feeder



030008A-TAH

Finisher

The **Finisher** consists of the Top Tray and the Stacker Tray, as shown in [Figure 5-6](#).

Figure 5-6. Finisher components

0300011A-TAH

Top Tray

The Top Tray holds up to 250 prints.

The top tray is inherent to the design of the inverter. If a sheet is too short, it will be sent to the top tray when completed.

Stacker Tray

The Stacker Tray is the output tray for all other jobs. The Stacker Tray has two staplers, each with a 5000-staple cartridge, that can staple sheets ranging in size from 6.7 x 8 inch (170 x 203 mm) to 12 x 18 inch (305 x 457 mm) of 16 to 110 lb. (60 to 200 gsm) stock. Up to a maximum of 50 sheets of 20 lb. (80 gsm) can be stapled.

Stapling

Removing any of the output while the printer is running may produce finished sets that are incorrectly stapled.

To ensure that the stapling of thin sets is satisfactory, the printer performs the following actions.

After 30 finished sets of 15 sheets, the printer:

1. cycles down
2. raises a message to empty the Stacker
3. waits until the sets are removed
4. raises the Stacker Tray
5. cycles up and resumes printing.

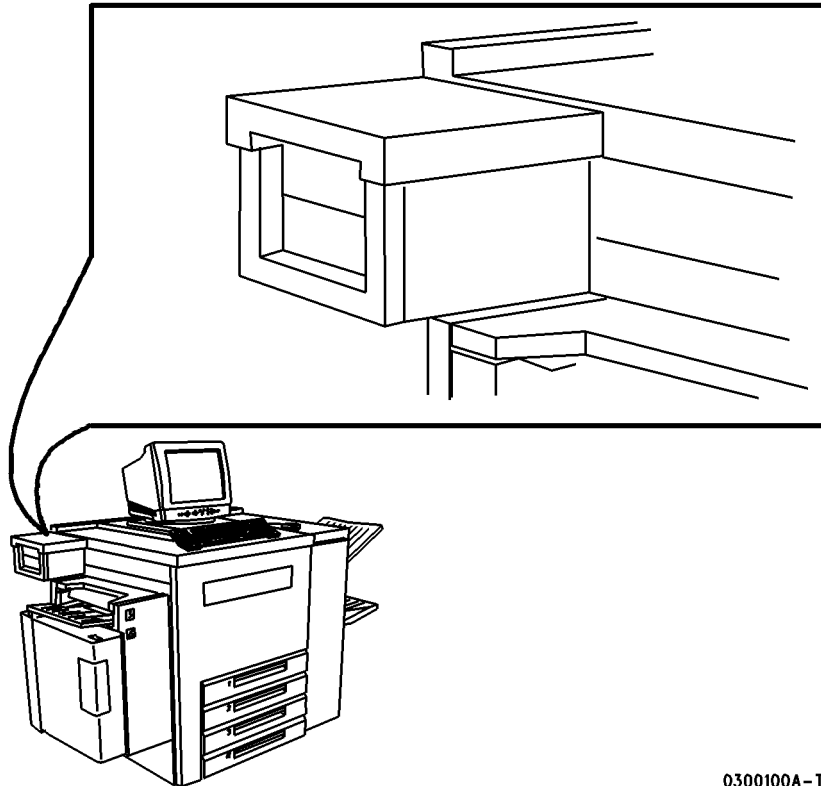
Staple placement

For information about the limitations of portrait and landscape staple placement, refer to the Staple Placement section in the Operator Guide.

Peripheral hardware components

You may have peripheral components such as an External SCSI Hard Drive, External Tape Drive and an External Modem on a special accessory shelf as shown in [Figure 5-7](#).

Figure 5-7. Special accessory shelf



0300100A-TAH

Controller software

The controller runs the DocuSP Print Services software. This software gives the printer operator the ability to manage the jobs and the printer. For detailed information on how to use the DocuSP Print Services software, refer to the DocuSP On-line Help.

Modems

The controller has an external modem that is on or off according to the site requirements for this modem or as needed by Xerox service.

NOTE: External and Internal Modems are optional but can be available on request for no additional charge.

The printer has an internal modem that is normally on to enable the Sixth Sense diagnostics feature or as needed by Xerox service.

6. Maintenance and support services

After the installation of your DocuTech/DocuPrint 75/90 and DocuPrint 75 MX printers, there are a few ongoing tasks that must be performed. These tasks may include all or some of the following:

- Maintaining an adequate inventory of consumable supplies
- Overseeing routine maintenance and meter reporting
- Arranging additional operator training
- Printing additional documentation
- Placing service calls for hardware problems

Xerox support services

Many services are provided in support of your Xerox printer. This section contains information on the following services:

- Customer Support Center
- Customer Education
- Supplies Order Service

Prior to installation, your sales representative is available to answer your questions about products, services or billing. However, if you need assistance in resolving application-related problems or questions, call Customer Support (refer to the following section of this chapter). Your systems analyst is also available to assist you with applications development.

Customer support

The Customer Support Center is available to address your applications problems or to direct you to the appropriate documentation.

The key to effective use of the support center is correct identification of the problem. Before calling the support center, it is helpful to have the following information available:

- A list of any error messages
- An explanation of how output is different from what you expected
- An assessment of whether the symptoms follow a pattern or occur randomly
- A list of special conditions that may have caused the problem:
 - New applications
 - Changes made to the software
 - Recent service performed
 - Previous conditions under which the application has printed properly

The Xerox Customer Support Center provides 24 hour support. To contact the Xerox Customer Support Center, call:

- USA: 1-800-821-2797
- Canada: 1-800-939-3769
- Europe: Local Welcome Centre
- DMO: Local Welcome Center

Operator training

Operator training is conducted either at your location or at a Xerox Customer Education Center shortly after the printer is installed. The training includes hands-on practice running basic jobs, performing routine maintenance, and solving problems. Determine the number of operators you want to attend the initial training and schedule training dates and times through your sales representative.

Customer training materials use the Phased Action Learning (PAL) concept. Customer trainers walk through the materials with the operators. In addition, the customer can elect to have an experienced operator trained as a Coach to provide additional training to new operators.

A PAL Plus Learner's Kit is shipped with all new systems but must be ordered by the Analyst for upgrade customers as part of the Customer Documentation Kit. If more than one is needed, it can be ordered through their Customer Training Specialist (CTS) or PS Analyst, or customers can order it themselves from the Customer Education price list by calling 1-800-445-5554.

Supplies/Service

To avoid downtime, always have an adequate amount of the necessary supplies. To do this, you need to establish a procedure for checking and ordering supplies. A supplies checklist is provided at the end of this chapter to help you with this task. It lists the supplies needed for the printer and contains a column for you to enter the date when you want to place the order and a column to record the date of the actual order. The consumable supplies table, also located at the end of this chapter, contains a list of supplies available for the printer.

It is important that you check your supplies regularly and order before you run out. Plan on approximately five working days for the delivery after placing the order. You can make arrangements to receive them sooner in emergency situations.

Your sales representative can help you submit the initial order of supplies needed for installation. These items include paper, dry ink, and staple cartridges.

Once your printer volume is established, planning ahead and buying Xerox supplies in quantity can save you money. Your supply specialists can help you.

You may find it helpful to keep an extra FCRU and XCRU available as well as paper feed roll cartridges on hand to avoid down time while waiting for the supplies to arrive.

For Supplies/Service, call:

- USA: 1-800-821-2797
- Canada: 1-800-939-3769
- Europe: Local Welcome Centre

- DMO: Local Welcome Center

Table 6-1. Telephone numbers for orders

Type of Order	Number to Call
Supplies	USA: (800) 822-2200 (T&M) Canada - English: (800) 668-0199 Canada - French: (800) 733-9400 (T&M) Xerox Europe: Contact your local representative. DMO: Local representative.
CRUs	USA: (800) 821-2797 (FSMA) Canada: (800) 668-0199 (FSMA) Canada - Toronto: (800) 733-9400 (T&M) Xerox Europe: Contact your local representative. DMO: Contact your local representative.

Please provide the following information when placing orders:

- Your customer number (provided by your sales representative)
- Your printer model
- Your supply order, including the following information:
 - Item name
 - Part number
 - Quantity desired
 - If your company requires a purchase order for payment of an invoice, you need to provide the purchase order number to Xerox at the time you place the order

Routine maintenance

There are a number of routine maintenance tasks that must be performed to ensure maximum efficiency of your printer. These tasks include the following:

- Replacing the Customer Replaceable Units (CRUs) as necessary
- Cleaning the exterior surfaces of the system

Step-by-step instructions on performing these routine maintenance tasks are contained in your DocuTech/DocuPrint 75/90 and DocuPrint 75 MX Operator Guide.

You need to decide how many operators will be responsible for performing these maintenance tasks. Most maintenance procedures are covered in the initial operator training provided shortly after installation.

Meter reading and reporting

As print jobs are processed, the DocuSP controller accumulates, saves and maintains usage data.

During the last five working days of each month, you need to review and transmit the data to Xerox for billing purposes.

Refer to the section on Billing in the DocuSP On-line Help for complete information on how to view and print the billing meter readings.

Consumable supplies tables

The following tables list the supplies that are available from Xerox for your printer. Use these tables to help you determine your needs.

NOTE: Use the referenced telephone number for the Xerographic CRU and emergency orders only

* Obtain the Paper Feed Roll Cartridge through the Xerox service representative.

Table 6-2. CRUs and consumable supplies

Item	USA & Canada Part Number	XE Part Number	DMO Latin Part Number
Fuser CRU	DT/DP 75, DP 75 MX: FSMA 109R492 T&M 109R491 DT/DP 90: FSMA 109R512 T&M 109R511	DT/DP 75: FSMA 109R499 T&M 109R498 DT/DP 90: FSMA 109R519 T&M 109R518	DT/DP 75: 60/115 (Hz/Vac): FMSA-109R493 T&M-109R494 60/230 (Hz/Vac): FMSA-109R497 T&M-109R496 DT/DP 90: 60/208 (Hz/Vac): FSMA-109R513 T&M-109R514 60/230 (Hz/Vac) FSMA-109R517 T&M-109R516
Xerographic CRU	DT/DP 75, DP 75 MX: FSMA 113R132 T&M 113R131 DT/DP 90: FSMA 113R621 T&M 113R620	DT/DP 75: FSMA 113R134 T&M 113R133 DT/DP 90: FSMA 113R623 T&M 113R622	DT/DP 75: FMSA 113R175 T&M 113R174 DT/DP 90: FSMA 113R625 T&M 113R624
Paper Feed Roll Cartridge CRU	FSMA 108R148	108R150	108R150
Dry Ink (Toner)	6R1007 for 2 Pack 6R1006 for 6 Pack DP 75 MX: 6R1147 for 2 Pack 6R1148 for 6 Pack	6R90321 for 6 Pack	6R1007 for 2 Pack 6R1006 for 6 Pack
Staple Cartridge	108R53 for 3 Pack	108R53 for 3 Pack	108R53 for 3 Pack

The following symbols are used in the consumable supplies table:

* 5/16-inch drilled holes

** Rainbow pack contains 750 sheets each of blue and yellow, 500 sheets each of green and pink, and 250 sheets each of buff, gray, goldenrod, and ivory.

Table 6-3. Additional Consumable supplies for USA customers

Item	Description	U.S. part number
Paper	Xerox paper quantities are 10 reams (5,000 sheets) to a carton unless otherwise noted below	
8.5 x 11 inch	4024 Dual Purpose Paper	3R721
A4	4024 Dual Purpose Paper	3R2594
8.5 x 14 inch	4024 Dual Purpose Paper	3R727
8.5 x 11 inch	4024 Dual Purpose Paper, 3-hole	3R723
8.5 x 11 inch	4024 Dual Purpose Paper, 3-hole*	3R2193
8.5 x 11 inch	4024 Dual Purpose Paper, 4-hole	3R1983
8.5 x 11 inch	4024 Dual Purpose Paper, 4-hole*	3R3008
8.5 x 11 inch	4024 Dual Purpose Paper, 7-hole	3R1984
8.5 x 11 inch	4024 Dual Purpose Paper, 7-hole*	3R3010
8.5 x 11 inch	4024 Smooth	3R2675
8.5 x 14 inch	4024 Smooth	3R2677
8.5 x 11 inch	Dual Purpose Colors, Blue	3R3052
8.5 x 11 inch	Dual Purpose Colors, Blue, 3-hole	3R3068
8.5 x 14 inch	Dual Purpose Colors, Blue	3R3084
8.5 x 11 inch	Dual Purpose Colors, Green	3R3056
8.5 x 11 inch	Dual Purpose Colors, Green, 3-hole	3R3072
8.5 x 14 inch	Dual Purpose Colors, Green	3R3088
8.5 x 11 inch	Dual Purpose Colors, Pink	3R3058
8.5 x 11 inch	Dual Purpose Colors, Pink, 3-hole	3R3074
8.5 x 14 inch	Dual Purpose Colors, Pink	3R3090
8.5 x 11 inch	Dual Purpose Colors, Yellow	3R3054
8.5 x 11 inch	Dual Purpose Colors, Yellow, 3-hole	3R3070
8.5 x 14 inch	Dual Purpose Colors, Yellow	3R3086
8.5 x 11 inch	Dual Purpose Colors, Buff	3R3060
8.5 x 11 inch	Dual Purpose Colors, Buff, 3-hole	3R3076
8.5 x 14 inch	Dual Purpose Colors, Buff	3R3092

Table 6-3. Additional Consumable supplies for USA customers

Item	Description	U.S. part number
8.5 x 11 inch	Dual Purpose Colors, Goldenrod	3R3062
8.5 x 11 inch	Dual Purpose Colors, Goldenrod, 3-hole	3R3078
8.5 x 14 inch	Dual Purpose Colors, Goldenrod	3R3094
8.5 x 11 inch	Dual Purpose Colors, Ivory	3R3064
8.5 x 11 inch	Dual Purpose Colors, Ivory, 3-hole	3R3080
8.5 x 14 inch	Dual Purpose Colors, Ivory	3R3096
8.5 x 11 inch	Dual Purpose Colors, Gray	3R3066
8.5 x 11 inch	Dual Purpose Colors, Gray, 3-hole	3R3802
8.5 x 14 inch	Dual Purpose Colors, Gray	3R3098
8.5 x 11 inch**	Dual Purpose Colors, Rainbow Pack 35,000 sheets/carton - 250 sheets/pack**	3R3107
8.5 x 11 inch	10 Series Dual Purpose Paper	3R2950
8.5 x 11 inch	10 Series Dual Purpose Paper, 3-hole	3R2952
8.5 x 11 inch	10 Series Dual Purpose Paper, 3-hole*	3R3016
8.5 x 14 inch	10 Series Dual Purpose Paper	3R2954
8.5 x 11 inch	10 Series Smooth	3R54
8.5 x 14 inch	10 Series Smooth	3R83
8.5 x 11 inch	4024 Dual Purpose, reinforced 3-hole	3R2057
Image LX (Laser Xerographic Paper)	White 8.5 x 11 inch (5000 sheets/carton)	3R3874
Image LX	White 8.5 x 11 inch 3-hole (5000 sheets/carton)	3R3875
Image LX	White 8.5 x 14 inch (4000 sheets/carton)	3R3876
Image LX	White 11 x 17 inch (4000 sheets/carton)	3R3877
Transparencies	Xerox transparencies are packaged 100 sheets to a box	
8.5 x 11 inch	Clear, with a white strip on the edge	3R2780
Labels (Gummed)	Xerox labels are packaged 100 sheets to a box	

Table 6-3. Additional Consumable supplies for USA customers

Item	Description	U.S. part number
8.5 x 11 inch	33 labels per sheet	3R3139
8.5 x 11 inch	6 labels per sheet	3R3146
8.5 x 11 inch	Custom form (uncut)	Contact Xerox Supplies Order Service
Cleaning supplies	Lint-free towels	35P2163
Cartridge tape	4 mm blank cartridge, 8 GB	109R00314
Diskettes	3.5 inch, double sided, dual density, 1.44 MB, unformatted. Packaged 10 per box.	8R3704

Dry ink (toner) and “dry ink low” message

Dry ink (toner) usage is related to the amount of area that needs to be printed (covered). The greater the area of coverage, the more dry ink used; for example, a typical office memo would have these approximate values:

- text only - 6% area coverage
- a solid area of 1 x 2 inches (25 x 51 mm) - 8% area coverage
- a solid area of 1.25 x 7.5 inches (32 x 191mm) that is 8.75% of the memo area - 15% area coverage

Table 3 shows the dry ink usage and area coverage. For example, at 6% area coverage, the system will produce approximately 21,700 prints. This information will help you estimate how long it will be before the system displays a “dry ink low” message.

Table 6-4. Dry ink (toner) usage and area coverage

AREA COVERAGE	PRINTS PER CARTRIDGE	PRINTS PER CARTON - 2 PACK 6R849	PRINTS PER CARTON - 6 PACK 6R821
4%	30,400	60,800	182,400
5%	25,000	50,000	150,000
6%	21,700	43,400	130,200
7%	19,100	38,200	114,600

Table 6-4. Dry ink (toner) usage and area coverage

AREA COVERAGE	PRINTS PER CARTRIDGE	PRINTS PER CARTON - 2 PACK 6R849	PRINTS PER CARTON - 6 PACK 6R821
8%	17,100	34,200	102,600
9%	15,400	30,800	92,400
10%	14,000	28,200	84,600
15%	9,700	19,400	58,200

Supplies checklist

Use the following table to help record the supplies and accessories you require, the date on which the order should be placed and the actual date of the order.

Table 6-5. Supplies checklist

Item	Description	Quantity	Date of order	Date ordered
Paper				
Fuser CRU				
Xerographic CRU				
Paper Feed Roll Cartridge				
Dry Ink (Toner)				
Staple Cartridge				
Labels				

Table 6-5. Supplies checklist

Item	Description	Quantity	Date of order	Date ordered
Transparencies				
Cleaning supplies				
Other				

