User's Guide

BASIC

This guide provides information concerning installation, basic operation and troubleshooting on windows.

ADVANCED

This guide provides information about installation, advanced configuration, operation and troubleshooting on various OS environments.

Some features may not be available depending on models or countries.

BASIC

BASIC

5. Appendix

1. Introduction

This chapter provides information you need to know before using the machine.

Key benefits

Environmentally friendly

- To save toner and paper, this machine supports Eco feature (see "Eco printing" on page 57).

- To save paper, you can print multiple pages on one single sheet of paper (see "Using advanced print features" on page 225).

- To save paper, you can print on both sides of the paper (double-sided printing) (Manual) (see "Using advanced print features" on page 225).

- To save electricity, this machine automatically conserves electricity by substantially reducing power consumption when not in use.

Fast high resolution printing

- You can print in a full range of colors using cyan, magenta, yellow, and black.

- You can print with a resolution of up to 1,200 x 1,200 dpi effective output (600 x 600 x 2 bit).

- Fast, on-demand printing.
  - For single-side black and white printing, 18 ppm (A4) or 19 ppm (Letter).

  - For single-side color printing, 4 ppm (A4 or Letter).

Convenience

- You can print on the go from your smartphone or computer using Google Cloud Print enabled apps (see "Google Cloud Print" on page 196).

- Easy Capture Manager allows you to easily edit and print whatever you captured using the Print Screen key on the keyboard (see "Easy Capture Manager" on page 254).

- Samsung Easy Printer Manager and Printing Status is a program that monitors and informs you of the machine's status and allows you to customize the machine's settings (see "Using Samsung Easy Printer Manager" on page 261 or "Using Samsung Printer Status" on page 269).

- Samsung Easy Document Creator is an application to help users compile and share large documents or other scanned or faxed information digitally. (see "Using Samsung Easy Document Creator" on page 264).

- AnyWeb Print helps you screen-capture, preview, scrap, and print the screen of Windows Internet Explorer more easily, than when you use the ordinary program (see "Samsung AnyWeb Print" on page 256).

- Smart Update allows you to check for the latest software and install the latest version during the printer driver installation process. This is available only for Windows.

Key benefits

- If you have Internet access, you can get help, support application, machine drivers, manuals, and order information from the Samsung website, www.samsung.com > find your product > Support or Downloads.

Wide range of functionality and application support

- Supports various paper sizes (see "Print media specifications" on page 117).

- Print watermark: You can customize your documents with words, such as "**CONFIDENTIAL**" (see "Using advanced print features" on page 225).

- Print posters: The text and pictures of each page of your document are magnified and printed across the multiple sheets of paper and can then be taped together to form a poster (see "Using advanced print features" on page 225).

- You can print in various operating systems (see "System requirements" on page 120).

- Your machine is equipped with a USB interface and/or a network interface.

Supports various wireless network setting method

- Using the WPS (Wi-Fi Protected Setup™) button
  - You can easily connect to a wireless network using the WPS button on the machine and the access point (a wireless router).

- Using the USB cable or a network cable
  - You can connect and set various wireless network settings using a USB cable or a network cable.

- Using the Wi-Fi Direct
  - You can conveniently print from your mobile device using the Wi-Fi or Wi-Fi Direct feature.

> See "Introducing wireless set up methods" on page 161.

Features by models

Some features and optional goods may not be available depending on model or country.

Operating System

Operating System	CLX-330x Series CLX-330xW Series	CLX-330xFN Series CLX-330xFW Series
Windows	●	●
Macintosh	●	●
Linux	●	●
Unix		

(●: Included, Blank: Not available)

Software

Software	CLX-330x Series CLX-330xW Series	CLX-330xFN Series CLX-330xFW Series
SPL printer driver	●	●
PCL printer driver	●	●
PS printer driver	●	●
XPS printer driver[a]	●	●
Direct Printing Utility		

Features by models

Software		CLX-330x Series CLX-330xW Series	CLX-330xFN Series CLX-330xFW Series
Samsung Easy Printer Manager	Scan to PC settings	●	●
	Fax to PC settings		●
	Device Settings	●	●
Samsung Easy Document Creator		●	●
Samsung Printer Status		●	●
AnyWeb Print		●	●
SyncThru™ Web Service		● (CLX-330xW Series only)	●
SyncThru Admin Web Service		● (CLX-330xW Series only)	●
Easy Eco Driver		●	●
Fax	Samsung Network PC Fax		●
Scan	Twain scan driver	●	●
	WIA scan driver	●	●
	Samsung Scan Assistant	●	●

a. For XPS driver, You can install the XPS printer driver in the **Custom Installation** window (Refer to Software CD that was provided with your machine).

(●: Included, Blank: Not available)

Features by models

Variety feature

Features	CLX-330x Series CLX-330xW Series	CLX-330xFN Series CLX-330xFW Series
Hi-Speed USB 2.0	●	●
Network Interface Ethernet 10/100 Base TX wired LAN	● (CLX-330xW Series only)	●
Network Interface 802.11b/g/n wireless LAN[a]	● (CLX-330xW Series only)	● (CLX-330xFW Series only)
Google Cloud Print™	●	●
Eco printing（Control panel)	●	●
Duplex (2-sided) printing (Manual)[b]	●	●
USB memory interface	●	●
Automatic Document Feeder (ADF)		●

a. Depending on your country, wireless LAN card may not be available. For some counties, only 802.11 b/g can be applied. Contact your local Samsung dealer or the retailer where you bought your machine.
b. Windows only.

(●: Included, Blank: Not available)

Features by models

Features		CLX-330x Series CLX-330xW Series	CLX-330xFN Series CLX-330xFW Series
Fax	Multi-send		●
	Delay send		●
	Priority send		●
	Duplex send		
	Secure receive		●
	Duplex print		
	Send/ Receive forward - fax		●
	Send/ Receive forward - email		
	Send/ Receive forward - server		
Scan	Scanning to email		
	Scanning to SMB server		
	Scanning to FTP server		
	Duplex scan		
	Scan to PC	●	●

(●: Included, Blank: Not available)

Features by models

Features		CLX-330x Series CLX-330xW Series	CLX-330xFN Series CLX-330xFW Series
Copy	ID card copying	●	●
	Reduced or enlarged copying	●	●
	Collation	●	●
	Poster	●	●
	Clone	●	●
	Book		
	2-up/4-up	●	●
	Adjust background	●	●
	Margin shift		
	Edge erase		
	Gray enhance		
	Duplex copy		

(●: Included, Blank: Not available)

Useful to know

The machine does not print.

- Open the print queue list and remove the document from the list (see "Canceling a print job" on page 54).

- Remove the driver and install it again (see "Installing the driver locally" on page 30).

- Select your machine as your default machine in your Windows (see "Setting your machine as a default machine" on page 224).

Where can I purchase accessories or supplies?

- Inquire at a Samsung distributor or your retailer.

- Visit www.samsung.com/supplies. Select your country/region to view product service information.

The status LED flashes or remains constantly on.

- Turn the product off and on again.

- Check the meanings of LED indications in this manual and troubleshoot accordingly (see "Understanding the status LED" on page 106).

A paper jam has occurred.

- Open and close the scan unit (see "Front view" on page 20).

- Check the instructions on removing jammed paper in this manual and troubleshoot accordingly (see "Clearing paper jams" on page 102).

Printouts are blurry.

- The toner level might be low or uneven. Shake the toner cartridge (see "Redistributing toner" on page 79).

- Try a different print resolution setting (see "Opening printing preferences" on page 55).

- Replace the toner cartridge (see "Replacing the toner cartridge" on page 81).

Where can I download the machine's driver?

- You can get help, support application, machine drivers, manuals, and order information from the Samsung website, www.samsung.com > find your product > Support or Downloads.

About this user's guide

This user's guide provides information for your basic understanding of the machine as well as detailed steps to explain machine usage.

- Read the safety information before using the machine.

- If you have a problem using the machine, refer to the troubleshooting chapter.

- Terms used in this user's guide are explained in the glossary chapter.

- All illustrations in this user's guide may differ from your machine depending on its options or model you purchased.

- The screenshots in this administrator's guide may differ from your machine depending on the machine's firmware/driver version.

- The procedures in this user's guide are mainly based on Windows 7.

Conventions

Some terms in this guide are used interchangeably, as below:

- Document is synonymous with original.

- Paper is synonymous with media, or print media.

- Machine refers to printer or MFP.

General icons

Icon	Text	Description
⚠️	Caution	Gives users information to protect the machine from possible mechanical damage or malfunction.
✎	Note	Provides additional information or detailed specification of the machine function and feature.

Safety information

These warnings and precautions are included to prevent injury to you and others, and to prevent any potential damage to your machine. Be sure to read and understand all of these instructions before using the machine. After reading this section, keep it in a safe place for future reference.
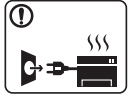
Important safety symbols

Explanation of all icons and signs used in this chapter

⚠️	**Warning**	Hazards or unsafe practices that may result in severe personal injury or death.
⚠️	**Caution**	Hazards or unsafe practices that may result in minor personal injury or property damage.
🚫	Do not attempt.	

Operating environment

⚠️ Warning

🚫	Do not use if the power cord is damaged or if the electrical outlet is not grounded. This could result in electric shock or fire.
🚫	Do not place anything on top of the machine (water, small metal or heavy objects, candles, lit cigarettes, etc.). This could result in electric shock or fire.
	• If the machine gets overheated, it releases smoke, makes strange noises, or generates an odd odor, immediately turn off the power switch and unplug the machine. • The user should be able to access the power outlet in case of emergencies that might require the user to pull the plug out. This could result in electric shock or fire.
🚫	Do not bend, or place heavy objects on the power cord. Stepping on or allowing the power cord to be crushed by a heavy object could result in electric shock or fire.
🚫	Do not remove the plug by pulling on the cord; do not handle the plug with wet hands. This could result in electric shock or fire.
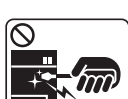
Safety information

⚠ Caution

	During an electrical storm or for a period of non-operation, remove the power plug from the electrical outlet. This could result in electric shock or fire.
	Be careful, the paper output area is hot. Burns could occur.
	If the machine has been dropped, or if the cabinet appears damaged, unplug the machine from all interface connections and request assistance from qualified service personnel. Otherwise, this could result in electric shock or fire.
	If the machine does not operate properly after these instructions have been followed, unplug the machine from all interface connections and request assistance from qualified service personnel. Otherwise, this could result in electric shock or fire.
	If the plug does not easily enter the electrical outlet, do not attempt to force it in. Call an electrician to change the electrical outlet, or this could result in electric shock.
	Do not allow pets to chew on the AC power, telephone or PC interface cords. This could result in electric shock or fire and/or injury to your pet.

Operating method

⚠ Caution

	Do not forcefully pull the paper out during printing. It can cause damage to the machine.
	Be careful not to put your hand between the machine and paper tray. You may get injured.
	Be care when replacing paper or removing jammed paper. New paper has sharp edges and can cause painful cuts.
	When printing large quantities, the bottom part of the paper output area may get hot. Do not allow children to touch. Burns can occur.
	When removing jammed paper, do not use tweezers or sharp metal objects. It can damage the machine.
	Do not allow too many papers to stack up in the paper output tray. It can damage the machine.

Safety information

⊘	Do not block or push objects into the ventilation opening. This could result in elevated component temperatures which can cause damage or fire.
⊘	Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous radiation exposure.
⊡→	This machine's power reception device is the power cord. To switch off the power supply, remove the power cord from the electrical outlet.

Installation / Moving

⚠ Warning

(icon)	Do not place the machine in an area with dust, humidity, or water leaks. This could result in electric shock or fire.

⚠ Caution

(icon)	Before moving the machine, turn the power off and disconnect all cords. The information below are only suggestions based on the units weight. If you have a medical condition that prevents you from lifting, do not lift the machine. Ask for help, and always use the appropriate amount of people to lift the device safety. Then lift the machine: • If the machine weighs under 20 kg (44.09 lbs), lift with 1 person. • If the machine weighs 20 kg (44.09 lbs) - 40kg (88.18 lbs), lift with 2 people. • If the machine weighs more than 40 kg (88.18 lbs), lift with 4 or more people. The machine could fall, causing injury or machine damage.
(!)	Do not place the machine on an unstable surface. The machine could fall, causing injury or machine damage.
(!)	Use only No.26 AWGᵃ or larger, telephone line cord, if necessary. Otherwise, it can cause damage to the machine.
(!)	Make sure you plug the power cord into a grounded electrical outlet. Otherwise, this could result in electric shock or fire.

Safety information

⚠	Use the power cord supplied with your machine for safe operation. If you are using a cord which is longer than 2 meters (6 feet) with a 110V machine, then the gauge should be 16 AWG or larger. Otherwise, it can cause damage to the machine, and could result in electric shock or fire.
🚫	Do not put a cover over the machine or place it in an airtight location, such as a closet. If the machine is not well-ventilated, this could result in fire.
🚫	Do not overload wall outlets and extension cords. This can diminish performance, and could result in electric shock or fire.
✆	The machine should be connected to the power level which is specified on the label. If you are unsure and want to check the power level you are using, contact the electrical utility company.

a. AWG: American Wire Gauge

Maintenance / Checking

⚠ Caution

🚫	Unplug this product from the wall outlet before cleaning the inside of the machine. Do not clean the machine with benzene, paint thinner or alcohol; do not spray water directly into the machine. This could result in electric shock or fire.
🚫	When you are working inside the machine replacing supplies or cleaning the inside, do not operate the machine. You could get injured.
⚠	Keep cleaning supplies away from children. Children could get hurt.
🚫	Do not disassemble, repair or rebuild the machine by yourself. It can damage the machine. Call a certified technician when the machine needs repairing.
⚠	To clean and operate the machine, strictly follow the user's guide provided with the machine. Otherwise, you could damage the machine.

Safety information

⊙	Keep the power cable and the contact surface of the plug clean from dust or water. Otherwise, this could result in electric shock or fire.
⊗	• Do not remove any covers or guards that are fastened with screws. • Fuser units should only be repaired by a certified service technician. Repair by non-certified technicians could result in fire or electric shock. • The machine should only be repaired by a Samsung service technician.

Supply usage

⚠ Caution

⊘	Do not disassemble the toner cartridge. Toner dust can be dangerous if inhaled or ingested.
⊘	Do not burn any of the supplies such as toner cartridge or fuser unit. This could cause an explosion or uncontrollable fire.

⊙	When storing supplies such as toner cartridges, keep them away from children. Toner dust can be dangerous if inhaled or ingested.
⊘	Using recycled supplies, such as toner, can cause damage to the machine. In case of damage due to the use of recycled supplies, a service fee will be charged.
⊙	When toner gets on your clothing, do not use hot water to wash it. Hot water sets toner into fabric. Use cold water.
⊙	When changing the toner cartridge or removing jammed paper, be careful not to let toner dust touch your body or clothes. Toner dust can be dangerous if inhaled or ingested.

Machine overview

Accessories
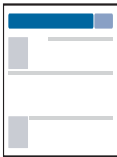
Power cord	Quick installation guide
Software CD[a]	Misc. accessories[b]
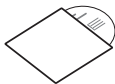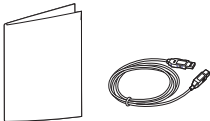
a. The software CD contains the print drivers, user's guide, and software applications.
b. Miscellaneous accessories included with your machine may vary by country of purchase and specific model.

Machine overview

Front view

> - This illustration may differ from your machine depending on your model. There are various types of machine.
> - Some features and optional goods may not be available depending on model or country (see "Features by models" on page 7).

CLX-330x Series / CLX-330xW Series

1	Scanner lid	7	Toner cartridges
2	Handle	8	Waste toner container
3	Tray	9	Imaging unit

4	Front door	10	Scan unit[a] [b]
5	Output support	11	USB port
6	Control panel	12	Scanner glass

a. Close the scanner lid before opening the scan unit.
b. Be careful not to pinch your fingers.

Machine overview

CLX-330xFN Series / CLX-330xFW Series

b. Be careful not to pinch your fingers.
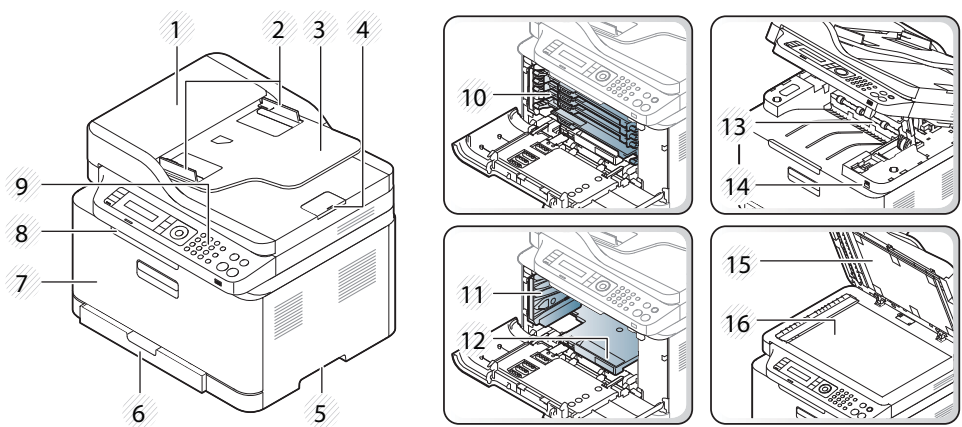
1	Document feeder cover	9	Control panel
2	Document feeder width guide	10	Toner cartridge
3	Document feeder input tray	11	Waste toner container
4	Document feeder output support	12	Imaging unit
5	Handle	13	Scan unit[a][b]
6	Tray	14	USB port
7	Front cover	15	Scanner lid
8	Document output tray	16	Scanner glass

a. Close the scanner lid before opening the scan unit.

Machine overview

Rear view

> • This illustration may differ from your machine depending on your model. There are various types of machine.
>
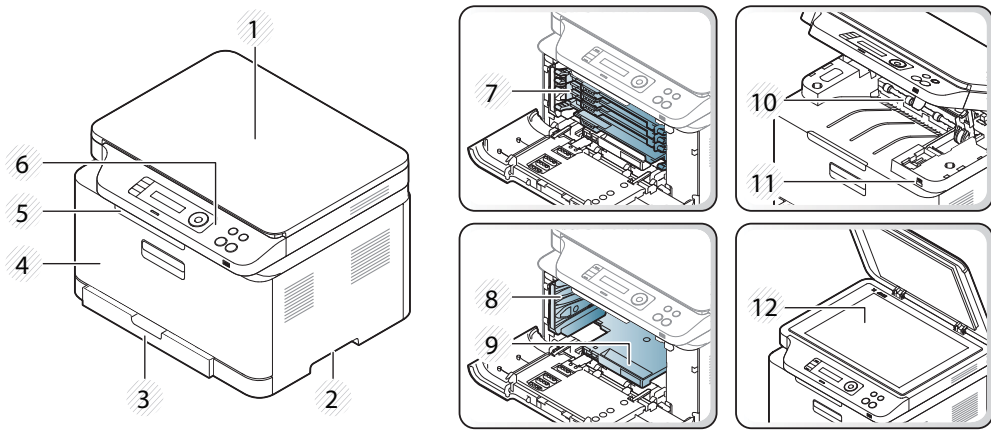> • Some features and optional goods may not be available depending on model or country (see "Features by models" on page 7).

CLX-330x Series / CLX-330xW Series
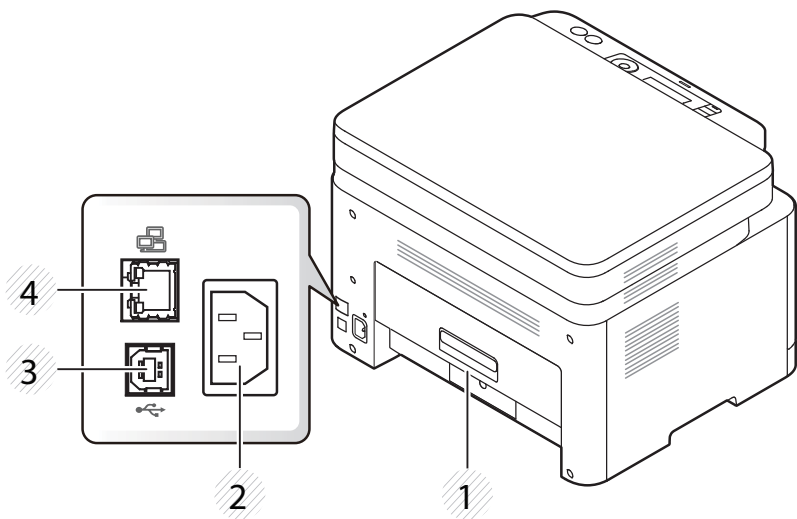
1	Rear cover	3	USB port
2	Power receptacle	4	Network port[a]

a. CLX-330xW Series only.

CLX-330xFN Series / CLX-330xFW Series
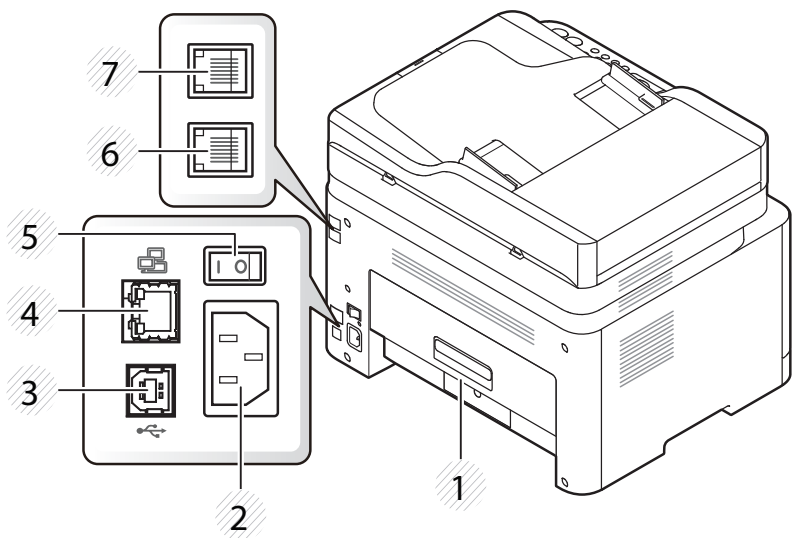
1	Rear cover	5	Power-switch
2	Power receptacle	6	Telephone line socket (**LINE**)
3	USB port	7	Extension telephone socket (**EXT.**)
4	Network port		

Control panel overview

> • This control panel may differ from your machine depending on its model. There are various types of control panels.
> • Some features and optional goods may not be available depending on model or country (see "Features by models" on page 7).

CLX-330x Series / CLX-330xW Series

Control panel overview

| 1	**WPS**[a]	Configures the wireless network connection easily without a computer (see "Using the WPS button" on page 172).
	Print Screen[b]	Press this button and the display will **Print Screen?** on the display screen. If you want to print only the active screen, select the **Active**. If you want to print the whole screen, select **Full**. • **Print Screen** can only be used in the Windows and Macintosh operating systems. • You can only use this function with USB-connected machine. • When printing the active window/whole monitor screen using the print screen button, the machine may use more toner depending on what is being printed. • You can only use this function if the machine's Samsung Easy Printer Manager program is installed. If you are a Macintosh OS user, you need to enable **Screen Print Settings** from the Samsung Easy Printer Manager to use the Print Screen feature.
2	**Scan to**	Switches between scan and copy mode. The **Scan to** LED turns on on scan mode and turns off on copy mode.
3	**Display screen**	Shows the current status and displays prompts during an operation.
4	**Arrows**	Scrolls through the options available in the selected menu and increases or decreases values.
5	**Menu**	Opens Menu mode and scrolls through the available menus (see "Menu overview" on page 33).
6	**OK**	Confirms the selection on the screen.
7	**Stop/Clear**	Stops an operations at any time.

Control panel overview

8	Power/Wakeup	⏻	Turns the power on or off, or wakes up the machine from the power save mode. If you need to turn the machine off, press this button for more than three seconds.
9	**Start**	◈	Starts a job.
10	**Back**	↩	Sends you back to the upper menu level.
11	**Status LED**		Indicates the status of your machine (see "Understanding the status LED" on page 106).
12	**Eco**		Turn into eco mode to reduce toner consumption and paper usage when pc-printing and copying only (see "Eco printing" on page 57).
13	**Direct USB**		Allows you to directly print files stored on a USB memory device when it is inserted into the USB port on the front of your machine.

a. CLX-330xW Series only.
b. CLX-330x Series only.

Control panel overview

CLX-330xFN Series / CLX-330xFW Series

1	**WPS**[a]	Configures the wireless network connection easily without a computer (see "Using the WPS button" on page 172).
	Darkness[b]	Adjusts the brightness level to make a copy for easier reading, when the original contains faint markings and dark images.
2	**ID Copy**	Allows you to copy both sides of an ID card like a driver's license on a single side of paper (see "ID card copying" on page 61).
3	**Display screen**	Shows the current status and displays prompts during an operation.
4	**Copy**	Switches to Copy mode.
5	**Fax**	Switches to Fax mode.

Control panel overview

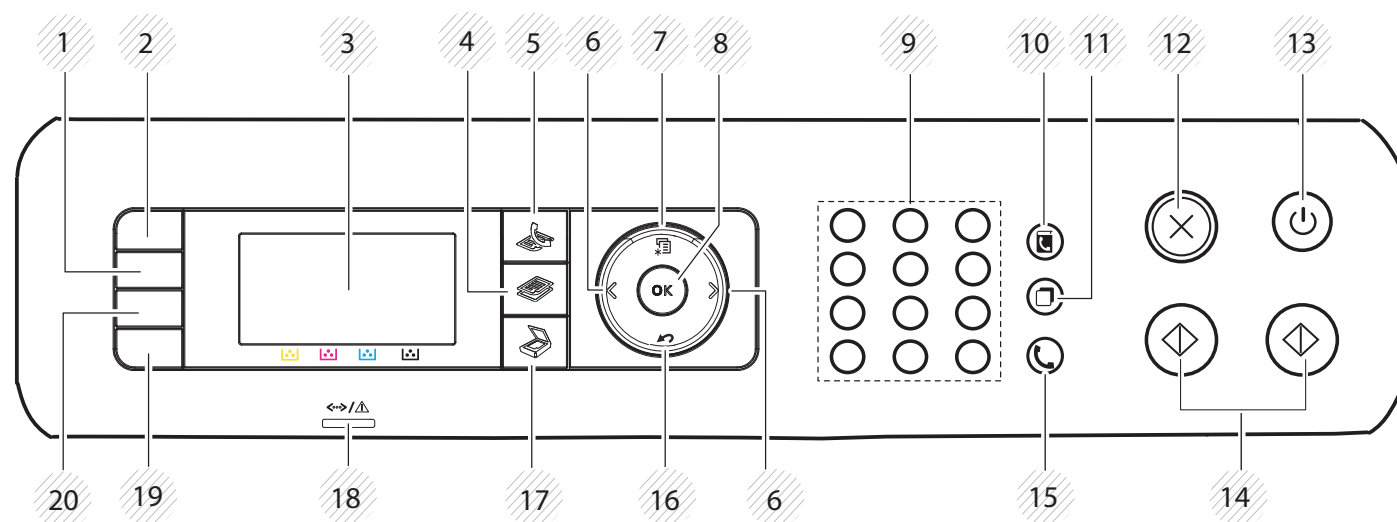| 6	**Arrows**		Scrolls through the options available in the selected menu and increases or decreases values.
7	**Menu**	![Menu icon]	Opens Menu mode and scrolls through the available menus (see "Menu overview" on page 33).
8	**OK**		Confirms the selection on the screen.
9	**Numeric keypad**		Dials a number or enters alphanumeric characters (see "Keypad letters and numbers" on page 220).
10	**Address Book**	![Address Book icon]	Allows you to store frequently used fax numbers or search for stored fax numbers (see "Setting up the fax address book" on page 221).
11	**Redial/ Pause**	![Redial icon]	Redials the recently sent fax number or received caller ID in ready mode, or inserts a pause(-) into a fax number in edit mode (see "Redialing the fax number" on page 244).
12	**Stop/ Clear**	![Stop icon]	Stops an operations at any time.
13	**Power/ Wakeup**	![Power icon]	Turns the power on or off, or wakes up the machine from the power save mode. If you need to turn the machine off, press this button for more than three seconds.
14	**Start**	![Start icon]	Starts a job.
15	**On Hook Dial**	![On Hook Dial icon]	When you press this button, you can hear a dial tone. Then enter a fax number. It is similar to making a call using speaker phone (see "Receiving manually in Tel mode" on page 250).
16	**Back**	![Back icon]	Sends you back to the upper menu level.
17	**Scan**	![Scan icon]	Switches to Scan mode.
18	**Status LED**		Indicates the status of your machine (see "Understanding the status LED" on page 106).

Control panel overview

19	**Eco**	Turn into eco mode to reduce toner consumption and paper usage when pc-printing and copying only (see "Eco printing" on page 57).
20	**Direct USB**	Allows you to directly print files stored on a USB memory device when it is inserted into the USB port on the front of your machine.

a. CLX-330xFW Series only.
b. CLX-330xFN Series only.

Turning on the machine

1 Connect the machine to the electricity supply first.

Turn the switch on if the machine has a power switch.

 Illustrations on this user's guide may differ from your machine depending on its options or models. Check your machine type (see "Front view" on page 20).

2 Power is turned on automatically.

For CLX-330x/330xW Series, press (**Power/Wakeup**) button on the control panel.
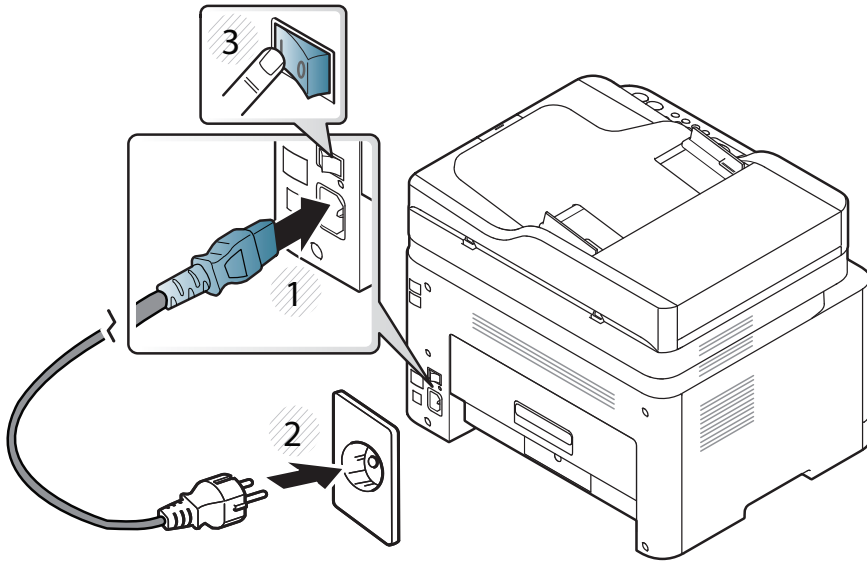
 If you want to turn the power off, press and hold (**Power/Wakeup**) button for about 3 seconds.

Installing the driver locally

A locally connected machine is a machine directly attached to your computer using the cable. If your machine is attached to a network, skip the following steps below and go on to installing a network connected machine's driver (see "Installing driver over the network" on page 151).

> - If you are a Macintosh or Linux operating systems user, refer to the "Installation for Macintosh" on page 142 or "Installation for Linux" on page 144.
> - The installation window in this User's Guide may differ depending on the machine and interface in use.
> - Selecting **Custom Installation** allows you to choose which programs to install. When the installation window appears, select **Custom Installation**. You can select the XPS printer driver or other software applications in the **Select Software** window.
> - Only use a USB cable no longer than 3 meters (118 inches).

Windows

1 Make sure that the machine is connected to your computer and powered on.

> If the "**Found New Hardware Wizard**" appears during the installation procedure, click **Cancel** to close the window.

2 Insert the supplied software CD into your CD-ROM drive.

If the installation window does not appear, click **Start** > **All programs** > **Accessories** > **Run**.

X:**Setup.exe** replacing "X" with the letter, which represents your CD-ROM drive and click **OK**.

3 Select **Install Now**.
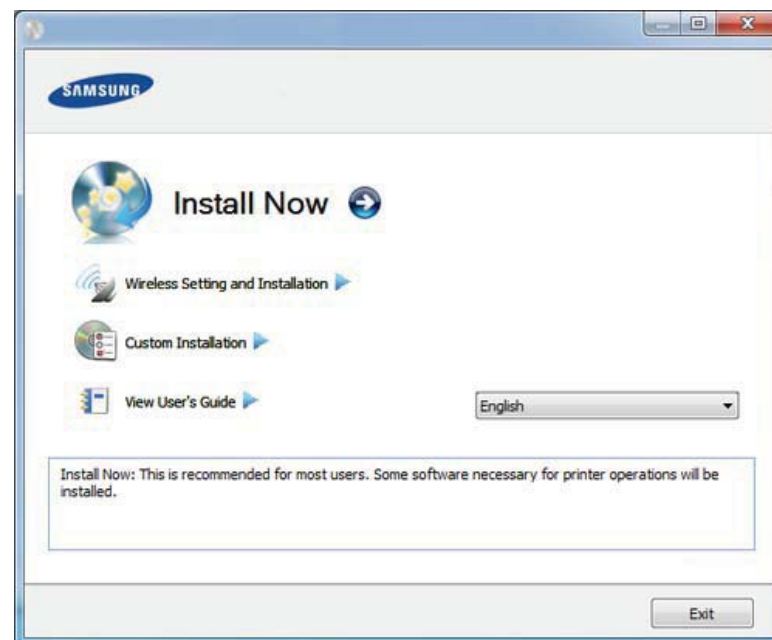
4 Read the **License Agreement**, and select **I accept the terms of the License Agreement**. Then, click **Next**.

5 Follow the instructions in the installation window.

Reinstalling the driver

If the printer driver does not work properly, follow the steps below to reinstall the driver.

Windows

1 Make sure that the machine is connected to your computer and powered on.

2 From the **Start** menu, select **Programs** or **All Programs** > **Samsung Printers** > **your printer driver name** > **Uninstall**.

3 Follow the instructions in the installation window.

4 Insert the software CD into your CD-ROM drive and install the driver again (see "Installing the driver locally" on page 30).

2. Menu Overview and Basic Setup

This chapter provides information about the overall menu structure and the basic setup options.

Menu overview

The control panel provides access to various menus to set up the machine or use the machine's functions.

	• Some menus may not appear on the display depending on options or models. If so, it is not applicable to your machine.
	• Some menu names may differ from your machine depending on its options or the models.
	• The menus are described in the Advanced Guide (see "Useful Setting Menus" on page 199).

Accessing the menu

1 Select the Fax, Copy, or Scan button on the control panel depending on the feature to be used.

2 Select ▦ (**Menu**) until the menu you want appears on the bottom line of the display and press **OK**.

3 Press the arrows until the needed menu item appears and press **OK**.

4 If the setting item has sub menus, repeat step 3.

5 Press **OK** to save the selection.

6 Press ⊗ (**Stop/Clear**) to return to the ready mode.

Menu overview

Fax Feature[a]		Fax Setup[a]	
Darkness	**Send Forward**	**Sending**	**Change Default**
Normal	Forward to Fax	Redial Times	Resolution
Dark+1- Dark+5	**Rcv. Forward**	Redial Term	Darkness
Light+5- Light+1	Forward to Fax	Prefix Dial	Original Size
Resolution	Forward to PC	ECM Mode	**Auto Report**
Standard	Forward&Print	Fax Confirm.	On
Fine	**Secure Receive**	Image TCR	Off
Super Fine	Off	Dial Mode[b]	**Manual TX/RX**
Photo Fax	On	**Receiving**	On
Original Size	Print	Receive Mode	Off
Multi Send	**Add Page**	Ring To Answer	
Delay Send	**Cancel Job**	Stamp RCV Name	
Priority Send		RCV Start Code	
		Auto Reduction	
		Discard Size	
		Junk Fax Setup	
		DRPD Mode[b]	

a. CLX-330xFN Series/ CLX-330xFW Series only.
b. This option may not be available depending on your country.

Menu overview

Copy Feature		Copy Setup
Original Size	**Adjust Bkgd.**	Change Default
Reduce/Enlarge	**Off**	Original Size
Darkness	**Auto**	Copies
Normal	**Enhance Lev.1**	Copy Collation
Dark+1- Dark+5	**Enhance Lev.2**	Reduce/Enlarge
Light+5- Light+1	**Erase Lev.1- Erase Lev.4**	Darkness
Original Type		Original Type
Text		Adjust Bkgd.
Text/Photo		
Photo		
Magazine		
Layout		
Normal		
2-Up		
4-Up		
ID Copy		

Menu overview

Scan Feature	Scan Setup	Print Setup	
USB Feature	**Change Default**	**Orientation**	**Screen**
Original Size	USB Default	Portrait	Normal
Original Type		Landscape	Enhance
Resolution		**Copies**	Detailed
Color Mode		[1 - 999]	**Clear Text**
File Format		**Resolution**	Off
Darkness		Normal	Minimum
		Best	Normal
		Trapping	Maximum
		Off	**Auto CR**
		Minimum	LF
		Normal	LF+CR
		Maximum	**Emulation**
		Document Type	Emulation Type
		Standard	Setup
		Photo	
		Biz Graphic	
		CAD	
		Web Page	

Menu overview

System Setup			
Machine Setup	**Paper Setup**	**Report**	**Maintenance**
Machine ID[a]	Paper Size	Configuration	CLR Empty Msg.[d]
Fax Number[a]	Paper Type	Supplies Info.	Supplies Life
Date & Time[a]	Margin	Address Book[a]	Image Mgr.
Clock Mode[a]	**Sound/Volume**[a]	Fax Confirm.[a]	Custom Color
Language	Key Sound	Fax Sent[a]	Tone Adjust.
Power Save	Alarm Sound	Fax Received[a]	Serial Number
Auto Power Off[b]	Speaker	Schedule Jobs[a]	TonerLow Alert
Wakeup Event	Ringer	Junk Fax[a]	
System Timeout		Network Conf.[c]	
Job Timeout		Usage Counter	
Altitude Adj.		Fax Options[a]	
Humidity			
Auto Continue			
Paper Substit.			
PrintBlankPage			
Eco Settings			

a. CLX-330xFN Series/ CLX-330xFW Series only.
b. CLX-330x Series/CLX-330xW Seriesonly
c. CLX-330xW Series/ CLX-330xFN Series/ CLX-330xFW Seriesonly.
d. This option only appears when small amount of toner is left in the cartridge.

Menu overview

Network [a]	
TCP/IP (IPv4)	**Wireless**
DHCP	Wi-Fi ON/OFF[b]
BOOTP	Wi-Fi Direct[c]
Static	WPS Setting[b]
TCP/IP (IPv6)	WLAN Setting[c]
IPv6 Activate	WLAN Default[b]
DHCPv6 Config	WLAN Signal [b]
Ethernet Speed	**Clear Setting**
Automatic	**Network Conf.**
10Mbps Half	**Protocol Mgr.**
10Mbps Full	Net. Activate
100Mbps Half	Http Activate
100Mbps Full	WINS
	SNMP V1/V2
	UPnP(SSDP)
	MDNS
	SetIP
	SLP

a. CLX-330xW Series/ CLX-330xFN Series/ CLX-330xFW Series only.
b. CLX-330xW Series/ CLX-330xFW Series only.
c. CLX-330xFW Series only.

Machine's basic settings

> 📝
> - You can set the machine's settings by using the **Device Settings** in Samsung Easy Printer Manager program.
>   - For Windows and Macintosh users, you set from **Samsung Easy Printer Manager** > 🖶 (**Switch to advanced mode**) > **Device Settings**, see "Device Settings" on page 263.
> - It may be necessary to press **OK** to navigate to lower-level menus for some models.

After installation is complete, you may want to set the machine's default settings.

To change the machine's default settings, follow these steps:

> 📝
> It may be necessary to press **OK** to navigate to lower-level menus for some models.

1 Select ⁎▤ (**Menu**) button on the control panel.

2 Press **System Setup** > **Machine Setup**.

3 Select the option you want, then press **OK**.

- **Language:** change the language that is displayed on the control panel.

- **Date & Time:** When you set the time and date, they are used in delay fax and delay print. They are printed on reports. If, however, they are not correct, you need to change it for the correct time being.

> 📝
> Enter the correct time and date using arrows or numeric keypad (see "Keypad letters and numbers" on page 220).
> - Month = 01 to 12
> - Day = 01 to 31
> - Year = requires four digits
> - Hour = 01 to 12
> - Minute = 00 to 59

- **Clock Mode:** You can set your machine to display the current time using either a 12-hour or 24-hour format.

- **Power Save:** When you are not using the machine for a while, use this feature to save power.

Machine's basic settings

> - When you press the **Power/Wakeup** button, start printing, or a fax is received, the product will wake up from the power saving mode.
>
> - Press ▦(**Menu**) > **System Setup** > **Machine Setup** > **Wakeup Event** > **Button Press** > **On** on the control panel. When you press any button except **Power/Wakeup** button, the machine wake up from the power save mode.

> - **Altitude Adjust:** Print quality is affected by atmospheric pressure, which atmospheric pressure is determined by the height of the machine above sea level. Before you set the altitude value, determine the altitude where you are (see "Altitude adjustment" on page 219).

4 Select the option you want, then press **OK**.

5 Press **OK** to save the selection.

6 Press ⊗(**Stop/Clear**) to return to ready mode.

> Refer to below links to set other settings useful for using the machine.
>
> - See "Entering various characters" on page 220.
> - See "Keypad letters and numbers" on page 220.
> - See "Setting the paper size and type" on page 47.
> - See "Setting up the fax address book" on page 221.

Media and tray

This chapter provides information on how to load print media into your machine.

> ⚠ • Using print media that does not meet these specifications may cause problems or require repairs. Such repairs are not covered by Samsung's warranty or service agreements.
>
> • Make sure not to use the inkjet photo paper with this machine. It could cause damage to the machine.
>
> • Using inflammable print media can cause a fire.
>
> • Use designated print media (see "Print media specifications" on page 117).

> ⚠ The use of inflammable media or foreign materials left in the printer may lead to overheating of the unit and, in rare cases may cause a fire.

Tray overview

To change the size, you need to adjust the paper guides.
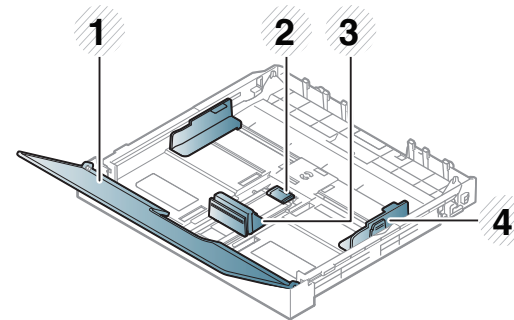
1 Paper cover
2 Guide lock
3 Paper length guide
4 Paper extend lever

> ⚠ If you do not adjust the guide, it may cause paper registration, image skew, or jamming of the paper.
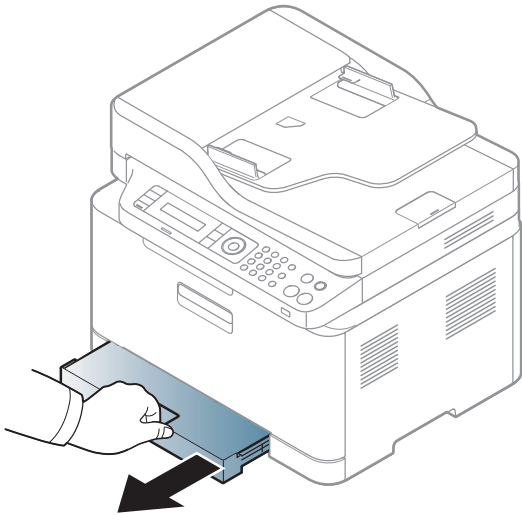
Media and tray
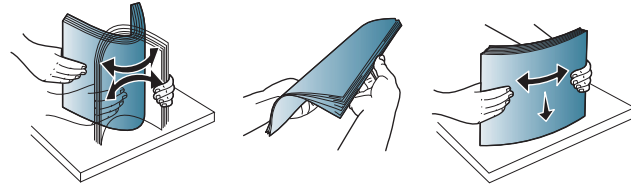
Loading paper in the tray

📝 Illustrations on this user's guide may differ from your machine depending on its options or models. Check your machine type (see "Front view" on page 20).

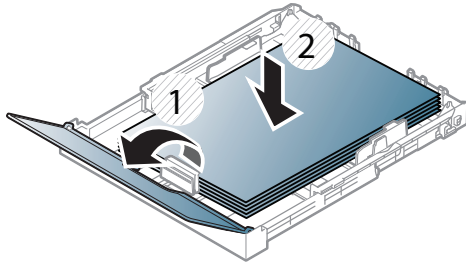1 Pull out the paper tray (see "Tray overview" on page 41).

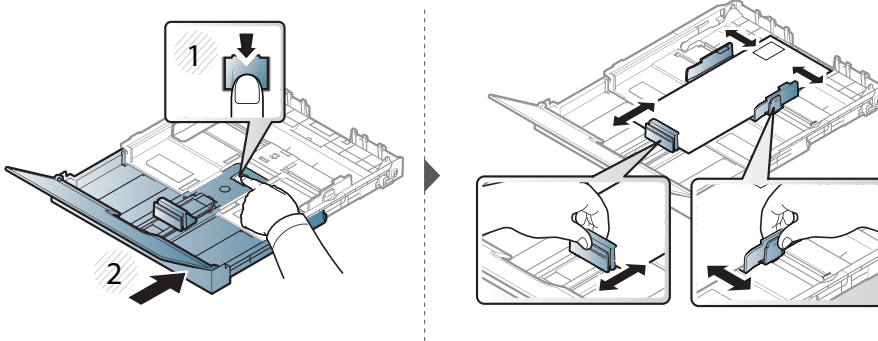2 Flex or fan the edge of the paper stack to separate the pages before loading papers.
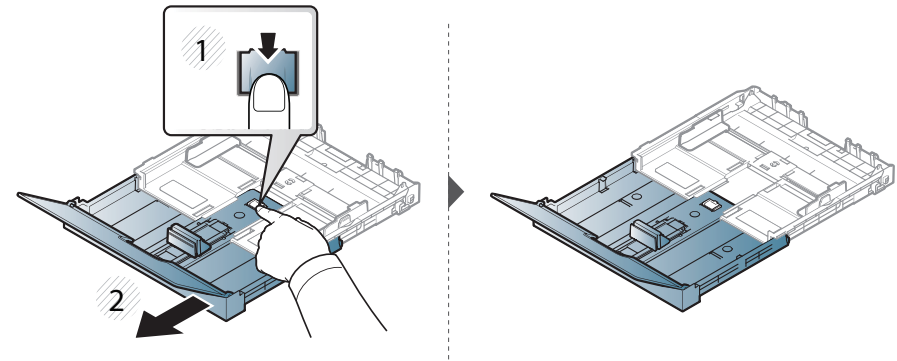
Media and tray

3 Open the paper cover and place the paper with the side you want to print facing up.


For paper smaller than Letter-sized, press and unlatch the guide lock in the tray, push the tray in manually. Then adjust the paper length guide and paper width guide.

For paper longer than Legal-sized, press and unlatch the guide lock in the tray, pull the tray out manually. Then adjust the paper length guide and paper width guide.

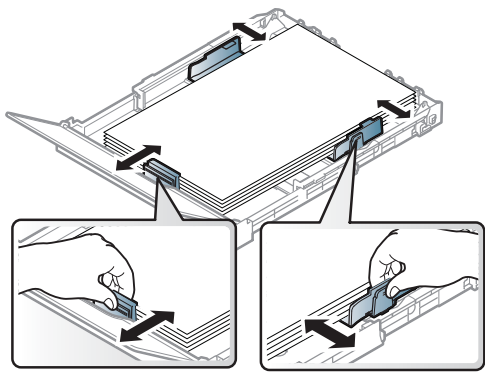> • Do not push the paper width guide too far causing the media to warp.
>
> • Do not use a paper with a leading-edge curl, it may cause a paper jam or the paper can be wrinkled.
>
> • If you do not adjust the paper width guide, it may cause paper jams.
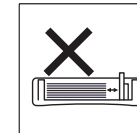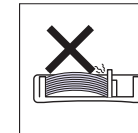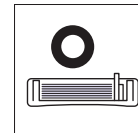
Media and tray

4 Squeeze the paper width guide and slide it to the edge of the paper stack without causing it to bend.

5 When you print a document, set the paper type and size for the tray (see "Setting the paper size and type" on page 47).

> The settings made from the machine driver override the settings on the control panel.
>
> **a** To print in application, open an application and start the print menu.
> **b** Open **Printing Preferences** (see "Opening printing preferences" on page 55).
> **c** Press the **Paper** tab in **Printing Preferences**, and select an appropriate paper type.
> For example, if you want to use a label, set the paper type to **Label**.
> **d** Select **Auto Select** (or **Manual Feeder**) in paper source, then press **OK**.
> **e** Start printing in application.

Printing on special media

The table below shows the special media usable in tray.

The media is also shown in the **Printing Preferences**. To get the highest printing quality, select the proper media type from the **Printing preferences** window > **Paper** tab > **Paper Type** (see "Opening printing preferences" on page 55).

For example, if you want to print on labels, select **Labels** for **Paper Type**.

> • When using special media, we recommend you feed one sheet at a time (see "Print media specifications" on page 117).
> • Illustrations on this user's guide may differ from your machine depending on its options or models. Check your machine type (see "Front view" on page 20).

To see for paper weights for each sheet, refer to "Print media specifications" on page 117.

Types	Trayª
Plain	●
Thick	●
Thin	●

Media and tray

Types	Traya
Bond	●
Color	●
CardStock	●
Labels	●
Preprinted	●
Cotton	●
Recycled	●
Archive	●
Glossy Photo	●
Matte Photo	●

a. The paper types available manual feeding in tray.

(●: Supported, Blank: Not supported)

Labels

To avoid damaging the machine, use only labels designed for use in laser printers.
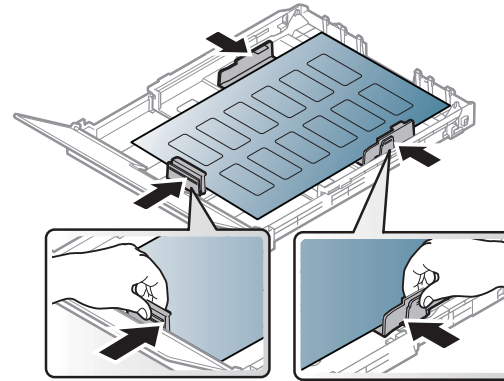

- When selecting labels, consider the following factors:
  - **Adhesives:** Should be stable at your machine's fusing temperature about 170°C (338°F).
  - **Arrangement:** Only use labels with no exposed backing between them. Labels can peel off sheets that have spaces between the labels, causing serious jams.
  - **Curl:** Must lie flat with no more than 13 mm of curl in any direction.
  - **Condition:** Do not use labels with wrinkles, bubbles, or other indications of separation.
- Make sure that there is no exposed adhesive material between labels. Exposed areas can cause labels to peel off during printing, which can cause paper jams. Exposed adhesive can also cause damage to machine components.

Media and tray

- Do not run a sheet of labels through the machine more than once. The adhesive backing is designed for only a single pass through the machine.

- Do not use labels that are separating from the backing sheet or are wrinkled, bubbled, or otherwise damaged.

Card stock/ Custom-sized paper
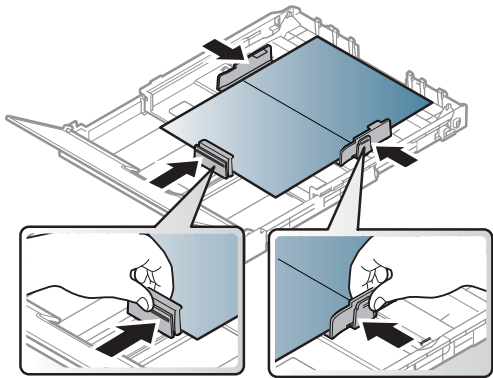
- In the software application, set the margins to at least 6.4 mm (0.25 inches) away from the edges of the material.

Preprinted paper

When loading preprinted paper, the printed side should be facing up with an uncurled edge at the front. If you experience problems with paper feeding, turn the paper around. Note that print quality is not guaranteed.
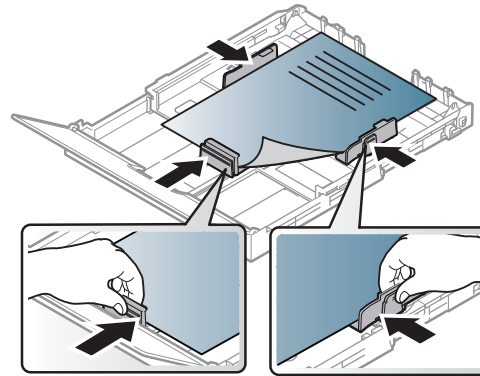
- Must be printed with heat-resistant ink that will not melt, vaporize, or release hazardous emissions when subjected to the machine's fusing temperature for 0.1 second (about 170℃ (338℉)).

- Preprinted paper ink must be non-flammable and should not adversely affect machine rollers.

- Before you load preprinted paper, verify that the ink on the paper is dry. During the fusing process, wet ink can come off preprinted paper, reducing print quality.

Media and tray

Setting the paper size and type

After loading paper in the paper tray, set the paper size and type using the control panel buttons.

> • You can set the machine's settings by using the **Device Settings** in Samsung Easy Printer Manager program.
>   - For Windows and Macintosh users, you set from **Samsung Easy Printer Manager** > ⊞ **(Switch to advanced mode)** > **Device Settings**, see "Device Settings" on page 263.
> • It may be necessary to press **OK** to navigate to lower-level menus for some models.

> It may be necessary to press **OK** to navigate to lower-level menus for some models.

1 Select 🔳 (**Menu**) button on the control panel.

2 Press **System Setup** > **Paper Setup** > **Paper Size** or **Paper Type**.

3 Select the tray and the option you want.

4 Press **OK** to save the selection.

5 Press ⊗ (**Stop/Clear**) to return to ready mode.

> • The settings set from the machine driver override the settings on the control panel.
>   **a** To print from an application, open an application and start the print menu.
>   **b** Open **Printing Preferences** (see "Opening printing preferences" on page 55).
>   **c** Press the **Paper** tab and select an appropriate paper.
> • If you want to use special-sized paper such as billing paper, select the **Paper** tab > **Size** > **Edit...** and set **Custom Paper Size Settings** in the **Printing Preferences** (see "Opening printing preferences" on page 55).

Media and tray

Using the output support

> The surface of the output tray may become hot if you print a large number of pages at once. Make sure that you do not touch the surface, and do not allow children near it.

The printed pages stack on the output support, and the output support will help the printed pages to align. The printer sends output to the output tray by default.


> Illustrations on this user's guide may differ from your machine depending on its options or models. Check your machine type (see "Front view" on page 20).
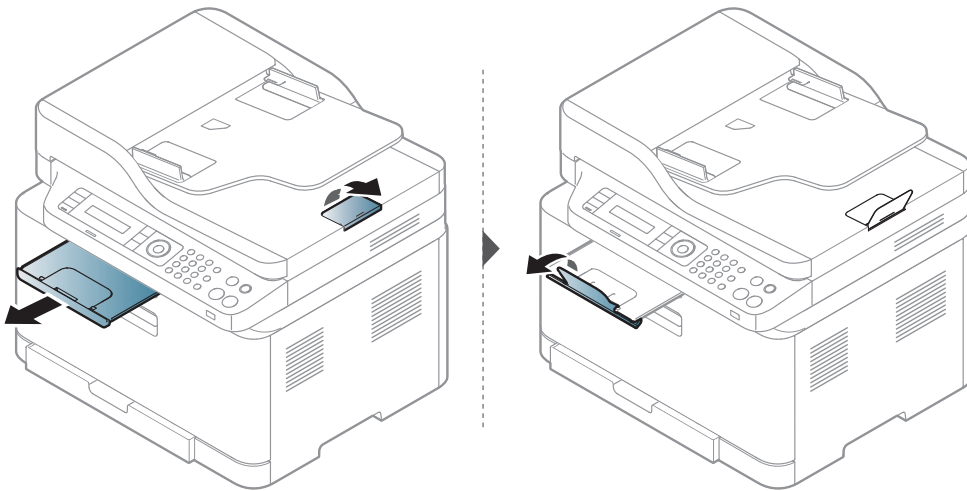
Media and tray

Preparing originals

- Do not load paper smaller than 142 x 148 mm (5.6 x 5.8 inches) or larger than 216 x 356 mm (8.5 x 14 inches).

- Do not attempt to load the following s of paper, in order to prevent paper jam, low print quality and machine damage.
  - Carbon-paper or carbon-backed paper
  - Coated paper
  - Onion skin or thin paper
  - Wrinkled or creased paper
  - Curled or rolled paper
  - Torn paper

- Remove all staples and paper clips before loading.

- Make sure any glue, ink, or correction fluid on the paper is completely dry before loading.

- Do not load originals that include different sizes or weights of paper.

- Do not load booklets, pamphlets, transparencies, or documents with other unusual characteristics.

Loading originals

You can use the scanner glass or the document feeder to load an original for copying, scanning, and sending a fax.

 Illustrations on this user's guide may differ from your machine depending on its options or models. Check your machine type (see "Front view" on page 20).
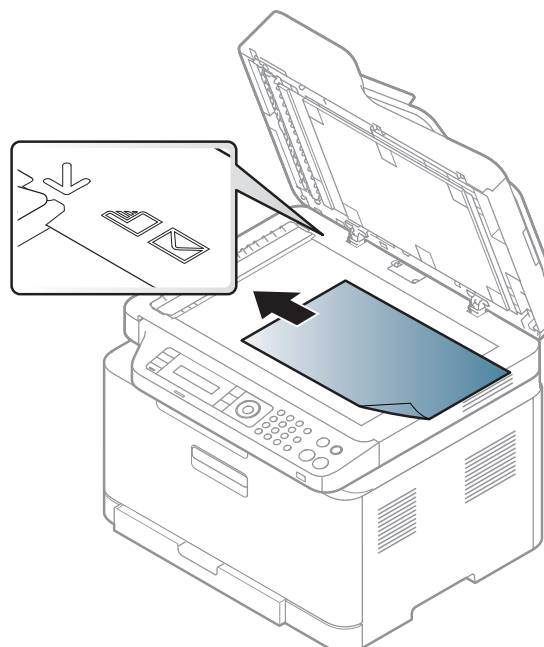
On the scanner glass

Using the scanner glass, you can copy or scan originals. You can get the best scan quality, especially for colored or gray-scaled images. Make sure that no originals are in the document feeder. If an original is detected in the document feeder, the machine gives it priority over the original on the scanner glass.

Media and tray

1 Lift and open the scanner lid.
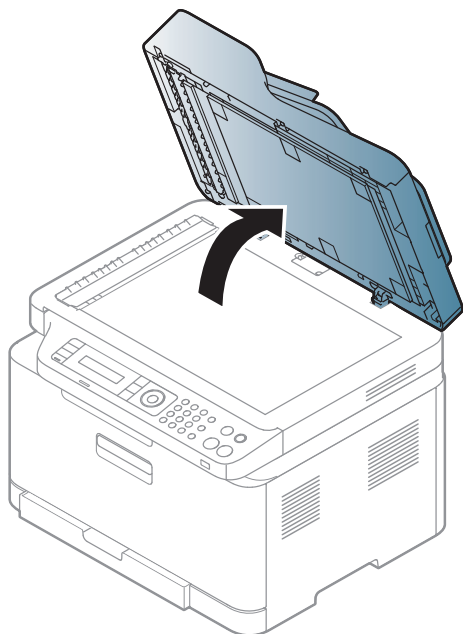
2 Place the original face down on the scanner glass. Align it with the registration guide at the top left corner of the glass.

3 Close the scanner lid.

Media and tray

> • Leaving the scanner lid open while copying may affect copy quality and toner consumption.
>
> • Dust on the scanner glass may cause black spots on the printout. Always keep it clean (see "Cleaning the machine" on page 89).
>
> • If you are copying a page from a book or magazine, lift the scanner lid until its hinges are caught by the stopper and then close the lid. If the book or magazine is thicker than 30 mm, start copying with the scanner lid open.

> ⚠ • Be careful not to break the scanner glass. You may get hurt.
>
> • Do not put hands while closing the scanner lid. The scanner lid may fall on your hands and get hurt.
>
> • Do not look the light from inside of the scanner while copying or scanning. It is harmful to eyes.

In the document feeder

Using the document feeder, you can load up to 40 sheets of paper (80 g/m^2, 20 lbs bond) for one job.
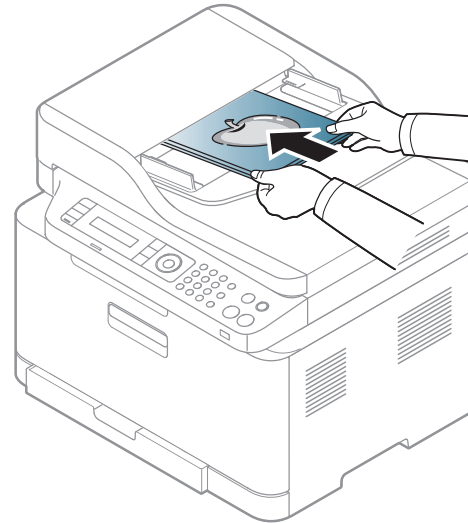
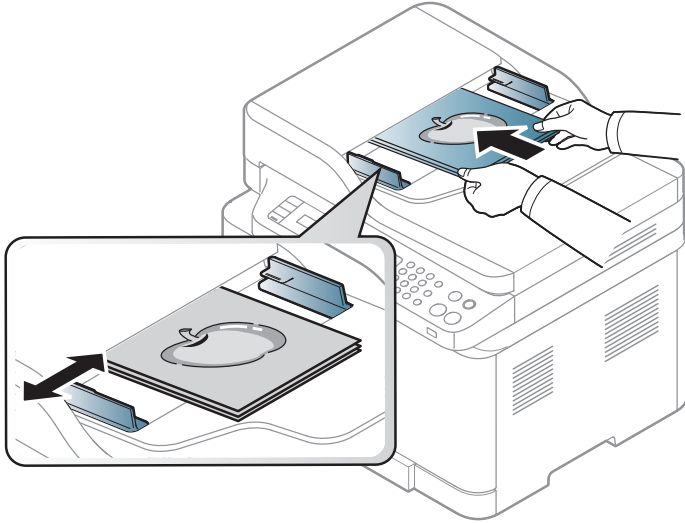**1** Flex or fan the edge of the paper stack to separate the pages before loading originals.
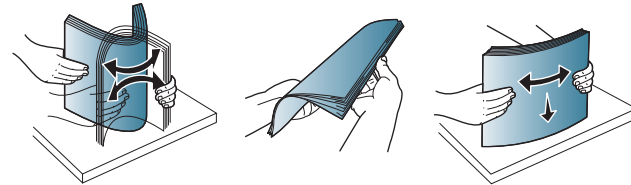
2 Load the original face up into the document feeder input tray. Make sure that the bottom of the original stack matches the paper size marked on the document input tray.

Media and tray

3   Adjust the document feeder width guides to the paper size.

 Dust on the document feeder glass may cause black lines on the printout. Always keep the glass clean (see "Cleaning the machine" on page 89).

Basic printing

> For special printing features, refer to the Advanced Guide (see "Using advanced print features" on page 225).

Printing

> If you are a Macintosh or Linux operating systems user, refer to the Advanced Guide (see "Macintosh printing" on page 231 or "Linux printing" on page 233).

The following **Printing Preferences** window is for Notepad in Windows 7.

1   Open the document you want to print.

2   Select **Print** from the **File** menu.

3   Select your machine from the **Select Printer** list.
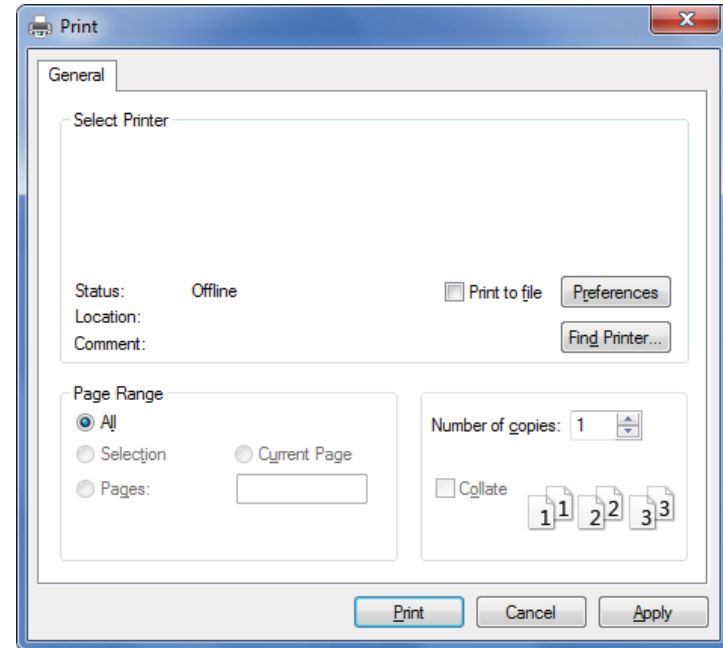
4   The basic print settings including the number of copies and print range are selected within the **Print** window.

> To take advantage of the advanced printing features, click **Properties** or **Preferences** from the **Print** window (see "Opening printing preferences" on page 55).

5   To start the print job, click **OK** or **Print** in the **Print** window.

Basic printing

Canceling a print job

If the print job is waiting in the print queue or print spooler, cancel the job as follows:

- You can access this window by simply double-clicking the machine icon ( ) in the Windows task bar.

- You can also cancel the current job by pressing (**Stop/Clear**) on the control panel.

Basic printing

## Opening printing preferences

> * The **Printing Preferences** window that appears in this user's guide may differ depending on the machine in use.
>
> * When you select an option in **Printing Preferences**, you may see a warning mark ⊗ or ⚠ . An ⚠ mark means you can select that certain option but it is not recommended, and an ⊗ mark means you cannot select that option due to the machine's setting or environment.

1 Open the document you want to print.

2 Select **Print** from the file menu. The **Print** window appears.

3 Select your machine from the **Select Printer**.

4 Click **Properties** or **Preferences**.
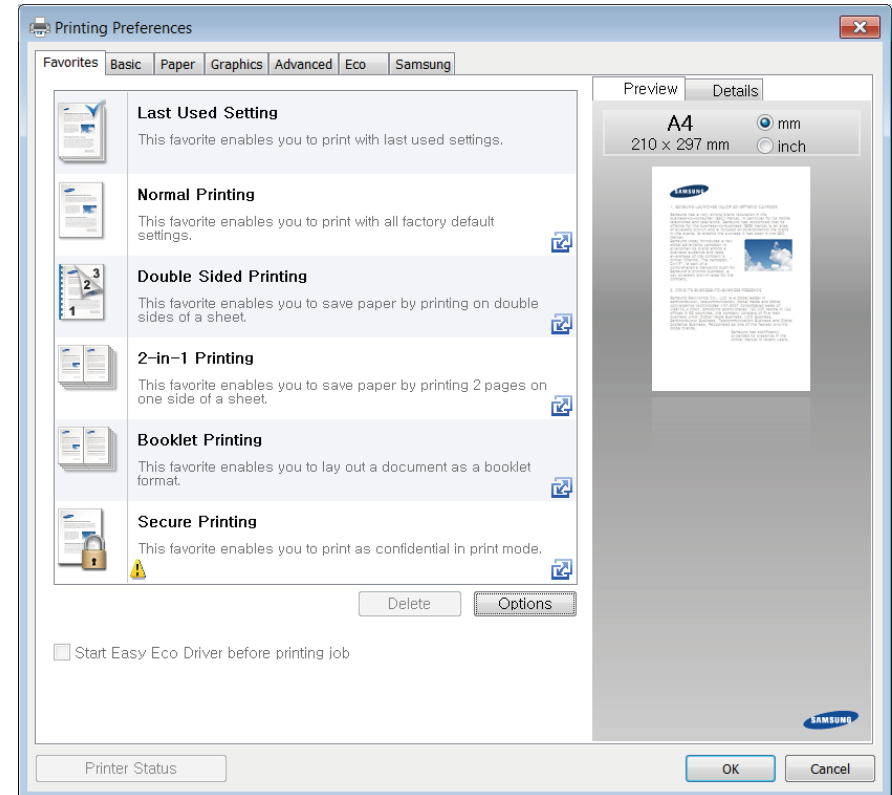
> * You can apply **Eco** features to save paper and toner before printing (see "Easy Eco Driver" on page 257).
>
> * You can check the machine's current status pressing the **Printer Status** button (see "Using Samsung Printer Status" on page 269).
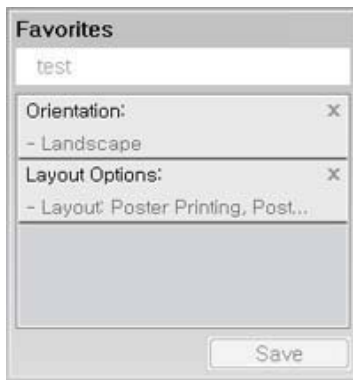
Basic printing

Using a favorite setting

The **Favorites** option, which is visible on each preferences tab except for the **Samsung** tab, allows you to save the current preferences for future use.

To save a **Favorites** item, follow these steps:

1   Change the settings as needed on each tab.

2   Enter a name for the item in the **Favorites** input box.

3   Click **Save**.

4   Enter name and description, and then select the desired icon.

5   Click **OK**. When you save **Favorites**, all current driver settings are saved.

> To use a saved setting, select it in the **Favorites** tab. The machine is now set to print according to the settings you have selected.
>
> To delete saved settings, select it in the **Favorites** tab and click **Delete**.

Using help

Click the option you want to know on the **Printing Preferences** window and press **F1** on your keyboard.

Basic printing

Eco printing

The **Eco** function cuts toner consumption and paper usage. The **Eco** function allows you to save print resources and lead you to eco-friendly printing.

If you press the **Eco** button from the control panel, eco mode is enabled. The default setting of Eco mode is **Multiple Pages per Side** (2) and **Toner Save**.

Setting Eco mode on the control panel

> • You can set the machine's settings by using the **Device Settings** in Samsung Easy Printer Manager program.
>   - For Windows and Macintosh users, you set from **Samsung Easy Printer Manager** > **(Switch to advanced mode)** > **Device Settings**, see "Device Settings" on page 263.
> • It may be necessary to press **OK** to navigate to lower-level menus for some models.

> • The settings set from the machine's driver override the settings on the control panel.
> • It may be necessary to press **OK** to navigate to lower-level menus for some models.

1 Select (**Menu**) > **System Setup** > **Machine Setup** > **Eco Settings** on the control panel.

2 Select the option you want and press **OK**.
- **Default Mode:** Select this to turn on or off the eco mode.
  - **Off**: Set the eco mode off.
  - **On**: Set the eco mode on.

> If you set the eco mode on with a password from the SyncThru™ Web Service (**Settings** tab > **Machine Settings** > **System** > **Eco** > **Settings**) or Samsung Easy Printer Manager (**Device Settings** > **Eco**), the **On force** message appears. You have to enter the password to change the eco mode status.

- **Select Temp.:** Follow the settings from Syncthru™ Web Service or Samsung Easy Printer Manager. Before you select this item, you must set the eco function in SyncThru™ Web Service (**Settings** tab > **Machine Settings** > **System** > **Eco** > **Settings**) or Samsung Easy Printer Manager (**Device Settings** > **Eco**).
  - **Default Eco**: The machine is set to **Default Eco** mode.
  - **Custom Eco**: Change any necessary values.

3 Press **OK** to save the selection.

Basic printing

Setting eco mode on the driver

Open the Eco tab to set Eco mode. When you see the eco image ( ), that means the eco mode is currently enabled.

Eco options

- **Printer Default:** Follows the settings from the machine's control panel.

- **None:** Disables Eco mode.

- **Eco Printing:** Enables eco mode. Activate the various Eco items you want to use.

- **Password:** If the administrator fixed to enable the Eco mode, you have to enter the password to change the status.

Result simulator

Result Simulator shows the results of reduced emission of carbon dioxide, used electricity, and the amount of saved paper in accordance with the settings you selected.

- The results are calculated on the basis that the total number of printed paper is one hundred without a blank page when the Eco mode is disabled.

- Refers to the calculation coefficient about CO2, energy, and paper from **IEA**, the index of Ministry of Internal Affairs and Communication of Japan and www.remanufacturing.org.uk. Each model has a different index.

- The power consumption in printing mode refers to the average printing power consumption of this machine.

- The actual amount displayed is only an estimate as the actual amount may differ depending on the operating system used, computing performance, application software, connection method, media type [thickness], media size, job complexity, etc.

Basic copying

 For special printing features, refer to the Advanced Guide (see "Copy" on page 202).

Basic copy

1 **CLX-330x Series**/**CLX-330xW Series**: Make sure that the **Scan to** button's LED is off.

CLX-330xFN Series/**CLX-330xFW Series**: Select (copy) on the control panel.

2 Place a single document face down on the document glass, or load the documents face up into the document feeder (see "Loading originals" on page 49).

3 If you want to customize the copy settings including **Reduce/Enlarge**, **Darkness**, **Contrast**, **Original Type**, and more by using the control panel buttons (see "Changing the settings for each copy" on page 59).

4 Enter the number of copies using the arrow or number keypad, if necessary.

5 Press (**Start**).

 If you need to cancel the copying job during the operation, press (**Stop/Clear**) and the copying will stop.

Changing the settings for each copy

Your machine provides default settings for copying so that you can quickly and easily make a copy.

 • If you press the (**Stop/Clear**) button twice while setting the copy options, all of the options you have set for the current copy job will be canceled and returned to their default status. Or, they will automatically return to their default status after the machine completes the copy in progress.

 • Accessing menus may differ from model to model (see "Accessing the menu" on page 33).

 • It may be necessary to press **OK** to navigate to lower-level menus for some models.

Darkness

If you have an original containing faint marking and dark images, you can adjust the brightness to make a copy that is easier to read.

Basic copying

1 **CLX-330x Series**/**CLX-330xW Series**: Make sure that the **Scan to** button's LED is off.

CLX-330xFN Series/**CLX-330xFW Series**: Select (copy) on the control panel.

2 Select (**Menu**) > **Copy Feature** > **Darkness** on the control panel.

3 Select the option you want and press **OK**.

For example, the **Light+5** being the lightest, and the **Dark+5** being the darkest.

4 Press (**Stop/Clear**) to return to ready mode.

Darkness

The **Darkness** menu lets you increase or decrease the difference between the bright and dark areas of an image.

1 **CLX-330x Series**/**CLX-330xW Series**: Make sure that the **Scan to** button's LED is off.

CLX-330xFN Series/**CLX-330xFW Series**: Select (copy) on the control panel.

2 Select (**Menu**) > **Copy Feature** > **Darkness** on the control panel.

3 Select the option you want and press **OK**.

4 Press (**Stop/Clear**) to return to ready mode.

Original

The original setting is used to improve the copy quality by selecting the document for the current copy job.

1 **CLX-330x Series**/**CLX-330xW Series**: Make sure that the **Scan to** button's LED is off.

CLX-330xFN Series/**CLX-330xFW Series**: Select (copy) on the control panel.

2 Select (**Menu**) > **Copy Feature** > **Original Type** on the control panel.

3 Select the option you want and press **OK**.

- **Text**: Use for originals containing mostly text.

- **Text/Photo**: Use for originals with mixed text and photographs.

 If texts in the printout is blurry, select **Text** to get the clear texts.

- **Photo**: Use when the originals are photographs.

- **Magazine**: Use when the originals are magazine.

4 Press (**Stop/Clear**) to return to ready mode.

Basic copying

Reduced or enlarged copy

You can reduce or enlarge the size of a copied image from 25% to 400% from the document feeder or scanner glass.

 - This feature may not be available depending on model or optional goods (see "Variety feature" on page 9).
 - If the machine set to Eco mode, reduce and enlarge features are not available.

To select from the predefined copy sizes

1 **CLX-330x Series**/**CLX-330xW Series**: Make sure that the **Scan to** button's LED is off.

   CLX-330xFN Series/**CLX-330xFW Series**: Select (copy) on the control panel.

2 Select (**Menu**) > **Copy Feature** > **Reduce/Enlarge** on the control panel.

3 Select the option you want and press **OK**.

4 Press (**Stop/Clear**) to return to ready mode.

To scale the copy by directly entering the scale rate

1 **CLX-330x Series**/**CLX-330xW Series**: Make sure that the **Scan to** button's LED is off.

   CLX-330xFN Series/**CLX-330xFW Series**: Select (copy) on the control panel.

2 Select (**Menu**) > **Copy Feature** > **Reduce/Enlarge** > **Custom** on the control panel.

3 Enter the copy size you want using the numeric keypad.

4 Press **OK** to save the selection.

5 Press (**Stop/Clear**) to return to ready mode.

 When you make a reduced copy, black lines may appear at the bottom of your copy.

ID card copying

Your machine can print 2-sided originals on one sheet.

The machine prints one side of the original on the upper half of the paper and the other side on the lower half without reducing the size of the original. This feature is helpful for copying a small-sized item such as business card.
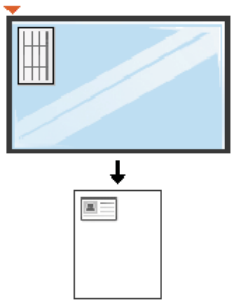
Basic copying

> • The original must be placed on the scanner glass to use this feature.
>
> • If the machine set to Eco mode, this feature is not available.

Depending on the model, the operating procedure may differ.

1 Press **ID Copy** on the control panel.

2 Place the front side of an original facing down on the scanner glass where arrows indicate as shown. Then, close the scanner lid.

3 **Place Front Side and Press [Start]** appears on the display.

4 Press ◈ (**Start**).

Your machine begins scanning the front side and shows **Place Back Side and Press [Start]**.
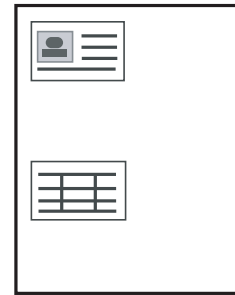
5 Turn the original over and place it on the scanner glass where arrows indicate as shown. Then, close the scanner lid.
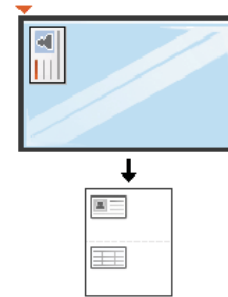
6 Press ◈ (**Start**) button.

> • If you do not press the ◈ (**Start**) button, only the front side will be copied.
>
> • If the original is larger than the printable area, some portions may not be printed.

Basic scanning

> For special scanning features, refer to the Advanced Guide (see "Scan features" on page 236).

Basic Scanning

This is the normal and usual procedure for scanning originals.

This is a basic scanning method for USB-connected machine.

> • It may be necessary to press **OK** to navigate to lower-level menus for some models.
> • If you want to scan using the network, refer to the Advanced Guide (see "Scanning from network connected machine" on page 237).

1 Place a single document face down on the document glass, or load the documents face up into the document feeder (see "Loading originals" on page 49).

2 **CLX-330xFN Series/CLX-330xFW Series**: Select ⬚(scan) > **Scan to PC** on the control panel.

OR

CLX-330x Series/CLX-330xW Series: Press **Scan to** > **Scan to PC** on the control panel.

> If you see **Not Available** message, check the port connection，or select **Enable Scan from Device Panel** in **Samsung Easy Printer Manager** > ⬚ Switch to advanced mode > **Scan to PC Settings**.

3 Select the scan destination you want and press **OK**.

Default setting is **My Documents**.

> • You can create and save the frequently used settings as a profile list. Also you can add and delete the profile and save each profile to a different path.
> • To change the **Samsung Easy Printer Manager** > ⬚ Switch to advanced mode > **Scan to PC Settings**.

4 Select the option you want and press **OK**.

5 Scanning begins.

> Scanned image is saved in computer's **C:\Users\users name\My Documents**. The saved folder may differ, depending on your operating system or the application you are using.

Basic faxing

> • For special faxing features, refer to the **Advanced Guide** (see "Fax features" on page 244).

> • You cannot use this machine as a fax via the internet phone. For more information ask your internet service provider.
> • We recommend using traditional analog phone services (PSTN: Public Switched Telephone Network) when connecting telephone lines to use a fax machine. If you use other Internet services (DSL, ISDN, VoIP), you can improve the connection quality by using the Micro-filter. The Micro-filter eliminates unnecessary noise signals and improves connection quality or Internet quality. Since the DSL Micro-filter is not provided with the machine, contact your Internet service provider for use on DSL Micro-filter.

1 Line port
2 Micro filter
3 DSL modem / Telephone line (see "Rear view" on page 22).
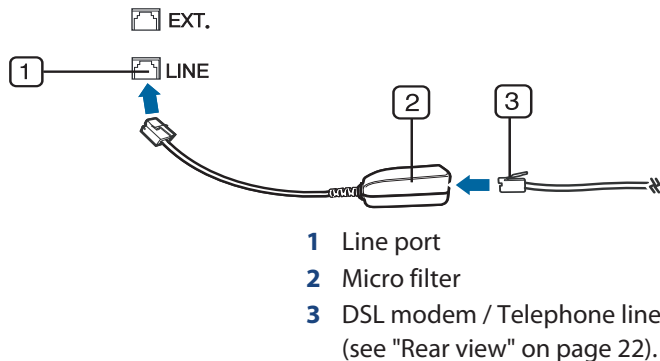
Preparing to fax

Before you send or receive a fax, you need to connect the supplied line cord to your telephone wall jack (see "Rear view" on page 22). Refer to the Quick Installation Guide how to make a connection. The method of making a telephone connection is different from one country to another.

Sending a fax

> When you place the originals, you can use either the document feeder or the scanner glass. If the originals are placed on both the document feeder and the scanner glass, the machine will read the originals on the document feeder first, which has higher priority in scanning.

1 Place a single document face down on the document glass, or load the documents face up into the document feeder (see "Loading originals" on page 49).

2 Select (fax) on the control panel.

3 Adjust the resolution and the darkness to suit your fax needs (see "Adjusting the document settings" on page 66).

Basic faxing

4 Enter the destination fax number (see "Keypad letters and numbers" on page 220).

5 Press ◁▷ **(Start)** on the control panel. The machine starts to scan and send the fax to the destinations.

> • If you want to send a fax directly from your computer, use **Samsung Network PC Fax** (see "Sending a fax in the computer" on page 245).
>
> • When you want to cancel a fax job, press ⊗(**Stop/Clear**) before the machine starts transmission.
>
> • If you used the scanner glass, the machine shows the message asking to place another page.

Sending a fax manually

Perform the following to send a fax using (On Hook Dial) on the control panel.

> If your machine is a handset model, you can send a fax using the handset (see "Variety feature" on page 9).

1 Place a single document face down on the document glass, or load the documents face up into the document feeder (see "Loading originals" on page 49).

2 Select (fax) on the control panel.

3 Adjust the resolution and the darkness to suit your fax needs (see "Adjusting the document settings" on page 66).

4 Press (**On Hook Dial**) on the control panel or lift the handset.

5 Enter a fax number using the number keypad on the control panel.

6 Press ◁▷ **(Start)** on the control panel when you hear a high-pitched fax signal from the remote fax machine.

Sending a fax to multiple destinations

You can use the multiple send feature, which allows you to send a fax to multiple locations. Originals are automatically stored in memory and sent to a remote station. After transmission, the originals are automatically erased from memory.

> You cannot send faxes with this feature if you chosen super fine as an option or if the fax is in color.

Basic faxing

1 Place a single document face down on the document glass, or load the documents face up into the document feeder (see "Loading originals" on page 49).

2 Select ✆(fax) on the control panel.

3 Adjust the resolution and the darkness to suit your fax needs (see "Adjusting the document settings" on page 66).

4 Select 🗐 (**Menu**) > **Fax Feature** > **Multi Send** on the control panel.

5 Enter the number of the first receiving fax machine and press **OK**.

You can press speed dial numbers or select a group dial number using the (**Address book**) button.

6 Enter the second fax number and press **OK**.

The display asks you to enter another fax number to send the document.

7 To enter more fax numbers, press **OK** when **Yes** appears and repeat steps 5 and 6.

 > • You can add up to 10 destinations.
 >
 > • Once you have entered a group dial number, you cannot enter another group dial number.

8 When you have finished entering fax numbers, select **No** at the **Another No.?** prompt and press **OK**.

The machine begins sending the fax to the numbers you entered in the order in which you entered them.

Multi send report is printed after sending faxes.

Receiving a fax

Your machine is preset Fax mode at the factory. When you receive a fax, the machine answers the call on a specified number of rings and automatically receives the fax.

Adjusting the document settings

Before starting a fax, change the following settings according to your original's status to get the best quality.

 > It may be necessary to press **OK** to navigate to lower-level menus for some models.

Basic faxing

Resolution

The default document settings produce good results when using typical text-based originals. However, if you send originals that are of poor quality, or contain photographs, you can adjust the resolution to produce a higher quality fax.

1 Select (fax) > (**Menu**) > **Fax Feature** > **Resolution** on the control panel.

2 Select the option you want and press **OK**.

- **Standard**: Originals with normal sized characters.

- **Fine**: Originals containing small characters or thin lines or originals printed using a dot-matrix printer.

- **Super Fine**: Originals containing extremely fine detail. **Super Fine** mode is enabled only if the machine with which you are communicating also supports the Super Fine resolution.

 - For memory transmission, **Super Fine** mode is not available. The resolution setting is automatically changed to **Fine**.
 - When your machine is set to **Super Fine** resolution and the fax machine with which you are communicating does not support **Super Fine** resolution, the machine transmits using the highest resolution mode supported by the other fax machine.

- **Photo Fax**: Originals containing shades of gray or photographs.

3 Press (**Stop/Clear**) to return to ready mode.

Darkness

You can select the degree of darkness of the original document.

 The darkness setting is applied to the current fax job. To change the default setting (see "Fax" on page 205).

1 Select (fax) > (**Menu**) > **Fax Feature** > **Darkness** on the control panel.

2 Select a darkness level you want.

3 Press (**Stop/Clear**) to return to ready mode.

Using USB memory device

This chapter explains how to use a USB memory device with your machine.

About USB memory

USB memory devices are available with a variety of memory capacities to give you more room for storing documents, presentations, downloaded music and videos, high resolution photographs or whatever other files you want to store or move.

You can do the following tasks on your machine by using a USB memory device.

- Scan documents and save them on a USB memory device
- Print data stored on a USB memory device
- Restore backup files to the machine's memory
- Format the USB memory device
- Check the available memory space

Plugging in a USB memory device

Lift the scanner lid slightly and insert your USB memory device into the USB memory port. Close the scanner lid again before using the device.
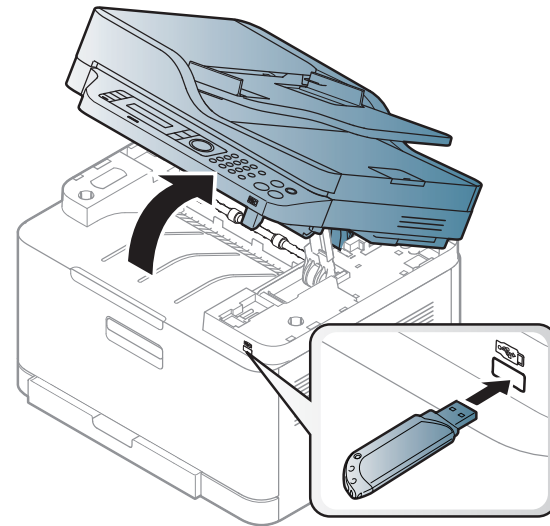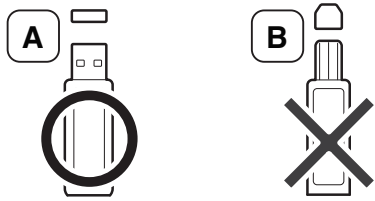

The USB memory port on the front of your machine is designed for USB V1.1 and USB V2.0 memory devices. Your machine supports USB memory devices with FAT16/FAT32 and a sector size of 512 bytes.
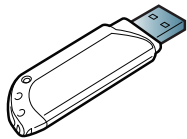
Check your USB memory device's file system from your dealer.

Using USB memory device

You must use only an authorized USB memory device with an A plug connector.

Use only a metal-shielded USB memory device.

Only use a USB memory device that has obtained compatibility certification; otherwise, the machine might not recognize it.

> ⚠ • Do not remove the USB memory device while the machine is in operation or writing to or reading from USB memory. The machine warranty does not cover damage caused by user's misuse.
> • If your USB memory device has certain features such as security settings and password settings, your machine may not automatically detect it. For details about these features, see the user's guide of the USB memory device.

Scanning to a USB memory device

> 📝 • Accessing menus may differ from model to model (see "Accessing the menu" on page 33)
> • It may be necessary to press **OK** to navigate to lower-level menus for some models.

You can scan a document and save the scanned image onto a USB memory device.

Scanning

1 Insert a USB memory device into the USB memory port on your machine.

2 Place a single document face down on the document glass, or load the documents face up into the document feeder (see "Loading originals" on page 49).

3 Select ⬚(scan) > **Scan To USB** > **OK** on the control panel.

The machine begins scanning.

To scan multiple pages, select **Yes** while **Another Page? Yes/No** appears. After scanning is complete, you can remove the USB memory device from the machine.

Using USB memory device

Customizing Scan to USB

You can specify image size, file format, or color mode for each scanning to USB job.

1 Select ⬙(scan) > ⬒(**Menu**) > **Scan Feature** > **USB Feature** on the control panel.

2 Select the setting option you want appears.

- **Original Size:** Sets the image size.

- **Original Type:** Sets the original document's .

- **Resolution:** Sets the image resolution.

- **Color Mode:** Sets the color mode. If you select **Mono** in this option, you cannot select JPEG in **File Format**.

- **File Format:** Sets the file format in which the image is to be saved. If you select **JPEG** in this option, you cannot select **Mono** in **Color Mode**.

- **Darkness:** Sets the brightness level to scan an original.

3 Select the desired status you want and press **OK**.

4 Repeat steps 2 and 3 to set other setting options.

5 Press ⊗(**Stop/Clear**) to return to ready mode.

You can change the default scan settings. Refer to the Advanced Guide.

Printing from a USB memory device

You can directly print files stored on a USB memory device.

File s supported by Direct Print option.

- PRN: Only files created by provided driver with your machine are compatible.

> If you print PRN files created from other machine, the printout would be different.

- TIFF: TIFF 6.0 Baseline

- JPEG: JPEG Baseline

- PDF: PDF 1.7 or lower version.

- XPS

To print a document from a USB memory device

1 Insert a USB memory device into the USB memory port on your machine, and then press **Direct USB**.

2 Select **USB Print**.