User's Guide

Basic

imagine the possibilities

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

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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.
- To save paper, you can print multiple pages on one single sheet of paper (see Advanced Guide).
- To save paper, you can print on both sides of the paper (double-sided printing) (see Advanced Guide).
- To save electricity, this machine automatically conserves electricity by substantially reducing power consumption when not in use.

Print with excellent quality and speed

- You can print with a resolution of up to 1,200 x 1,200 dpi effective output.
- Fast, on-demand printing.

  ML-331xD or ML-331xND:
  - For single-side printing, 31 ppm (A4) or 33 ppm (Letter).
  - For duplex printing, 15 ppm (A4) or 16 ppm (Letter).

  ML-371xD, ML-371xND, or ML-371xDW:
  - For single-side printing, 35 ppm (A4) or 37 ppm (Letter).
  - For duplex printing, 17 ppm (A4) or 18 ppm (Letter).

Convenience

- Samsung Easy Printer Manager and Samsung Printer Status (or Smart Panel) are a program that monitors and informs you of the machine's status and allows you to customize the machine's settings (see Advanced Guide).
- 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 Advanced Guide).

Key benefits

Wide range of functionality and application support

- Supports various paper sizes (see "Print media specifications" on page 83).

- Print watermark: You can customize your documents with words, such as "Confidential" (see Advanced Guide).

- 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 Advanced Guide).

- You can print in various operating systems (see "System requirements" on page 86).

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

Expand your machine's capacity

- This machine has an extra memory slot for adding more memory (see "Available accessories" on page 50).

- Zoran IPS Emulation compatible with PostScript 3 (PS) enables PS printing.

ZORAN	• Zoran IPS Emulation compatible with PostScript 3
	• ©1995-2005, Zoran Corporation. All rights reserved. Zoran, the Zoran logo, IPS/PS3, and OneImage are trademarks of Zoran Corporation.
	• 136 PS3 fonts
	• Contains UFST and MicroType from Monotype Imaging Inc.

Features by models

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

Features	ML-331xD	ML-331xND	ML-371xD	ML-371xND	ML-371xDW
Hi-Speed USB 2.0	?	?	?	?	?
IEEE 1284 parallel connector	?	?	?	?	?
Network Interface Ethernet 10/100 Base TX wired LAN		?			
Network Interface Ethernet 10/100/1000 Base TX wired LAN				?	?
Network Interface 802.11b/g/n wireless LAN					?
IPv6		?		?	?
Eco printing	?	?	?	?	?
Wi-Fi Protected Setup™ (WPS)					?
Duplex (2-sided) printing	?	?	?	?	?
Samsung Easy Printer Manager	?	?	?	?	?
Memory			?	?	?
Tray 2 (520 sheets)		?	?	?	?
SyncThru™ Web Service		?		?	?

(?: Included, ?: Optional, 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 42).
- Remove the driver and install it again (see "Installing the driver locally" on page 23).
- Select your machine as your default machine in your Windows.

? **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 72).

? **A paper jam has occurred.**

- Open and close the front door.
- Check the instructions on removing jammed paper in this manual and troubleshoot accordingly (see "Clearing paper jams" on page 66).

? **Printouts are blurry.**

- The toner level might be low or uneven. Shake the toner cartridge.
- Try a different print resolution setting.
- Replace the toner cartridge.

? **Where can I download the machine's driver?**

- Visit www.samsung.com/printer to download the latest machine's driver, and install it on your system.

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 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.

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.
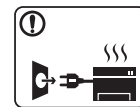
Do not remove the plug by pulling on the cord; do not handle the plug with wet hands.

This could result in electric shock or fire.

⚠ 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 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.

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.
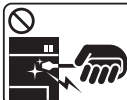
🖨 Operating method

⚠ 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.

⊘	Do not block or push objects into the ventilation opening. This could result in elevated component temperatures which can cause damage or fire.
✋	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.
🔌	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

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

⚠ Caution

⚠	Before moving the machine, turn the power off and disconnect all cords. 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.

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.

Use only No.26 AWG^a or larger, telephone line cord, if necessary.

Otherwise, it can cause damage to the machine.

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.

Make sure you plug the power cord into a grounded electrical outlet.

Otherwise, this could result in electric shock or fire.

Do not overload wall outlets and extension cords.

This can diminish performance, and could result in electric shock or fire.

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 110 V 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.

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 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.

The machine should only be repaired by a Samsung service technician.

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.

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 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.

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.

Safety information

⚠ When toner gets on your clothing, do not use hot water to wash it.

Hot water sets toner into fabric. Use cold water.

Machine overview
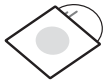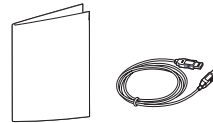
Accessories

Power cord	Quick installation guide
Software CD[a]	Misc. accessories[b]

a. The software CD contains the printer driver and 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 its model.
- Some features and optional goods may not be available depending on model or country.
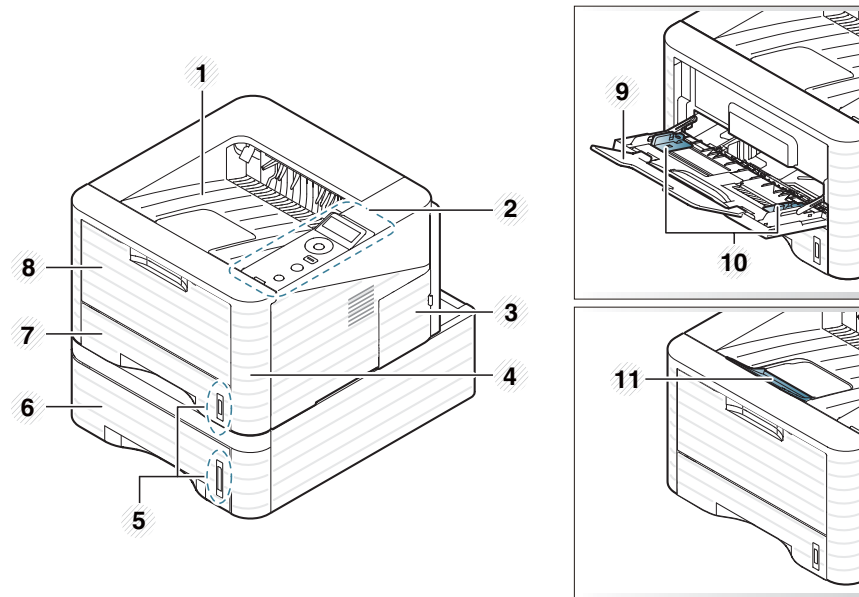
1	Output tray	4	Front cover	7	Tray 1	10	Paper width guides on a multi-purpose tray
2	Control panel	5	Paper level indicator	8	Multi-purpose tray	11	Output support
3	Control board cover	6	Tray 2	9	Multi-purpose tray paper extension		

Machine overview

Rear view

- This illustration may differ from your machine depending on its model.
- Some features and optional goods may not be available depending on model or country.
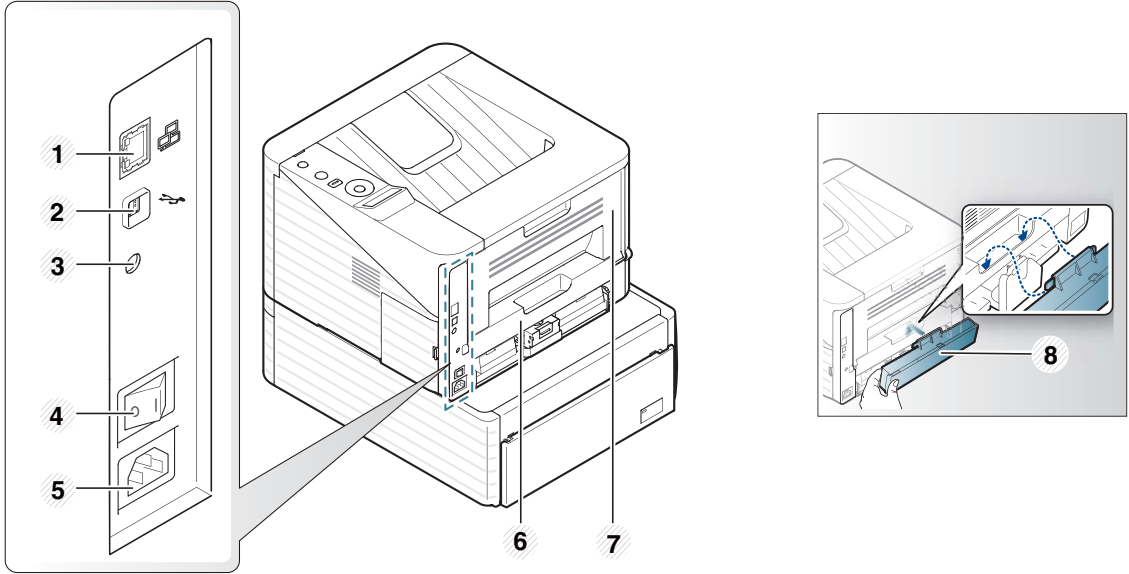

1	Network port	3	IEEE 1284 parallel connector	5	Power receptacle	7	Rear cover
2	USB port	4	Power-switch	6	Duplex unit	8	Tray back cover

This control panel may differ from your machine depending on its model. There are various types of control panels.

Type A

1	**Eco**	Enters eco mode to reduce toner consumption and paper usage (see "Eco options" on page 45).

2	(Cancel)	Stops an operation at any time and there are more functions. • **Cancels the current job.** • **Prints demo page:** Press and hold this button for about 5 seconds until the status LED blinks, and release. • **Prints configuration reports:** Press and hold this button for about 3 seconds until the status LED blinks, and release.
3	(Power)	You can turn the power on and off with this button.
4	(Status LED)	Shows the status of your machine (see "Status LED" on page 73).
5	(Jam LED)	Shows the jam occurrance status of your machine (see "Clearing paper jams" on page 66).

Type B

1	**Display**	Shows the current status and prompts during an operation.
2	**⊡ (Menu)**	Enters menu mode and scrolls through the available menus.
3	**OK**	Confirms the selection on the display.

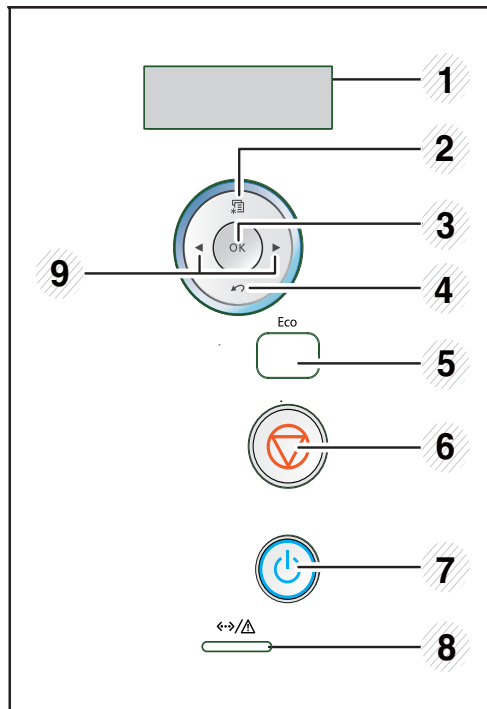| 4	**↶ (Back)**	Sends you back to the upper menu level.
5	**Eco**	Enters eco mode to reduce toner consumption and paper usage (see "Eco options" on page 45).
6	**⊘ (Cancel)**	Stops an operation at any time.
7	**⏻ (Power)**	You can turn the power on and off with this button.
8	**‹··›/⚠ (Status LED)**	Shows the status of your machine (see "Status LED" on page 73).
9	**Arrows**	Navigates available values by moving to the next or previous options.

Control panel overview

Type C

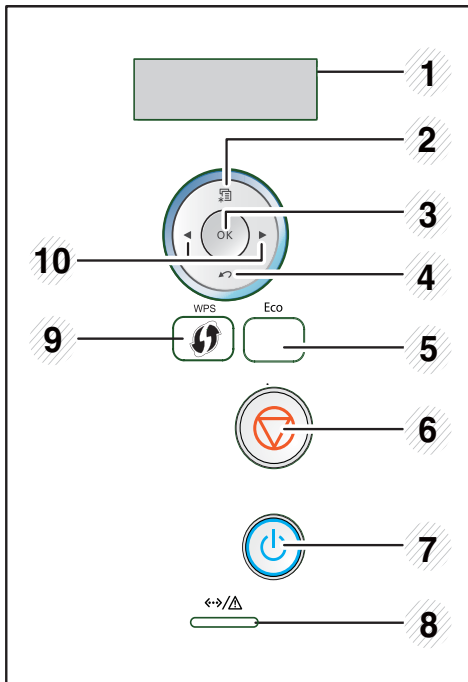| 1	**Display**	Shows the current status and prompts during an operation.
2	(Menu)	Enters menu mode and scrolls through the available menus.
3	**OK**	Confirms the selection on the display.
4	(Back)	Sends you back to the upper menu level.

5	**Eco**	Enters eco mode to reduce toner consumption and paper usage (see "Eco options" on page 45).
6	(Cancel)	Stops an operation at any time.
7	(Power)	You can turn the power on and off with this button.
8	(Status LED)	Shows the status of your machine (see "Status LED" on page 73).
9	(WPS)	If your wireless access point supports Wi-Fi Protected Setup™(WPS), you can configure the machine easily without a computer (see Advanced Guide).
10	**Arrows**	Navigates available values by moving to the next or previous options.

Turning on the machine

1 Connect the machine to the electricity supply first.

Turn the switch on if the machine has power switch.
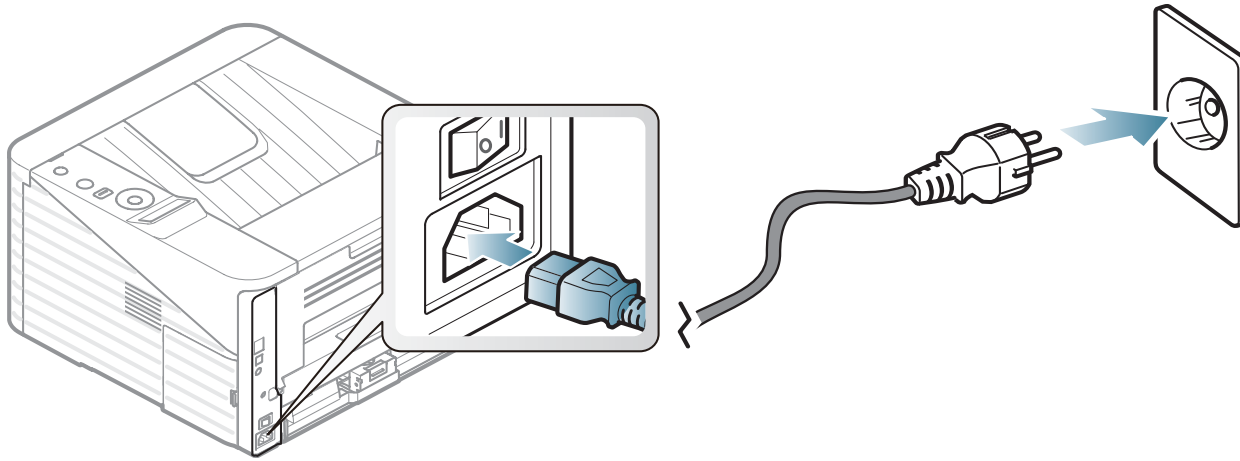
2 Press the ⏻ (**Power**) button, then release.

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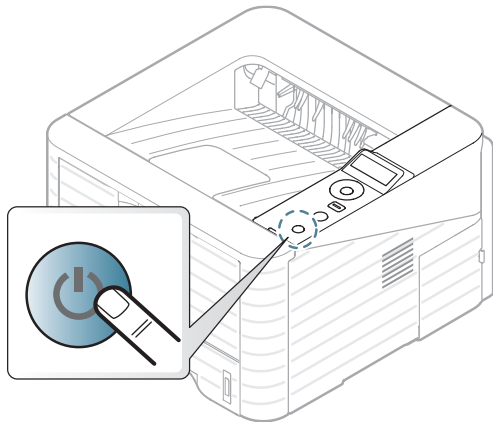
A locally connected machine is a machine directly attached to your computer using the cable. If your machine is attached to a network, skip the following steps below and go on to installing a network connected machine's driver (see Advanced Guide).

- If you are a Macintosh, Linux, or Unix OS user, refer to the Advanced guide.
- The installation window in this User's Guide may differ depending on the machine and interface in use.
- Selecting **Advanced Installation** > **Custom Installation** allows you to choose which programs to install.
- 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.

The software CD should automatically run and an installation window will appear.

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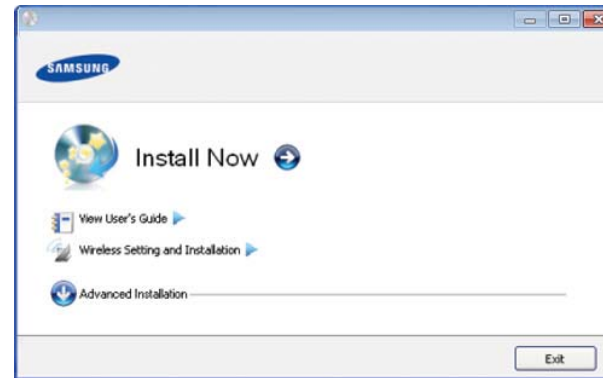
4 Read **License Agreement**, and select **I accept the terms of the License Agreement**. Then, click **Next**.

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 23).

2. Menu overview and basic setup

After installation is complete, you may want to set the machine's default settings. Refer to the next section if you would like to set or change values. This chapter provides information about the overall menu structure and the basic setup options.

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

- These menus can be accessed by pressing 🔲 (**Menu**) button. Press the arrows until the needed menu item appears and press **OK**.

- An asterisk (*) appears next to the currently selected menu.

- Some menus may not appear on the display depending on options or models. If so, it is not applicable to your machine.

- For models that do not have the display screen on the control panel, this feature is not applicable.

- Some menu names may differ from your machine depending on its options or the models.

Items	Options
Information	Menu Map
	Configuration
	Supplies Info.
	Demo Page
	PCL Font
	PS Font
	EPSON Font
	Usage Counter
	Account Report
Layout	Orientation
	Common Margin
	MP Tray
	Tray X
	Emulation Mar.
	Duplex
Paper	Copies
	MP Tray/ [Tray <x>]
	Paper Source
	Tray Chaining

Menu overview

Items	Options
Graphic	**Resolution** **Darken Text**
System Setup	**Language** **Power Save** **Wakeup Event** **Altitude Adj.** **Auto CR** **Job Timeout** **Maintenance** **Toner Save** **Eco Setup** **Clear Setting**
Emulation	**Emulation Type** **Setup**

Items	Options
Network	**TCP/IP (IPv4)** **TCP/IP (IPv6)** **Ethernet Speed** **802.1x** **Wireless** **Clear Setting** **Network Conf**. **Net. Activate** **Http Activate**
Custom[a]	
Job Management	**Active Job** **Store Job** **File Policy**

a. You can start applications. You need to register the application from the SyncThru™ Web Service before you start the application.

Printing a demo page

Print a demo page to make sure that the machine is operating correctly.

1 Press ⊡ (**Menu**) button on the control panel.

2 Press **Information** > **OK** > **Demo Page** > **OK**.

3 Press **Print?** > **Yes** > **OK**.

A demo page prints out.

> If your machine does not have a display screen, press and hold ⊙ (**Cancel**) button for about 5 seconds until the status LED blinks, and release.

Changing the display language

To change the language that is displayed on the control panel, follow these steps:

For models that do not have the display screen on the control panel, this feature is not applicable.

---

1 Press (**Menu**) button on the control panel.

2 Press **System Setup** > **OK** > **Language** > **OK**.

3 Press **OK** to select the language you want.

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 83).
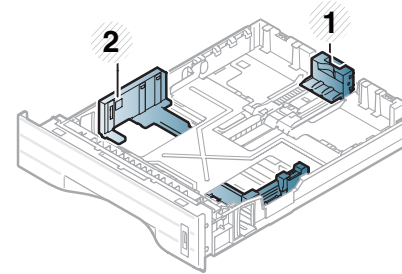
> ⚠ The use of inflammable media or foreign materials left in the printer may lead to overheating of the unit and, in rare cases may cause a fire.

Tray overview

To change the size, you need to adjust the paper guides.

1 Paper length guide
2 Paper width guide

The duplex unit is preset to Letter/LGL or A4 size, depending on your country. To change the paper size, adjust the guide as shown below.

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