

User's Guide

Samsung Printer **Xpress**

M262x series

M282x series

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



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1. Introduction

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

- **Key benefits**
- **Features by models**
- **Useful to know**
- **About this user's guide**
- **Safety information**
- **Machine overview**
- **Control panel overview**
- **Turning on the machine**
- **Installing the driver locally**
- **Reinstalling the driver**

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Key benefits

Environmentally friendly



- To save toner and paper, this machine supports the Eco feature.
- To save paper, you can print multiple pages on a single sheet of paper (see "Using advanced print features" on page 154).
- To save paper, you can print on both sides of the paper (double-sided printing) (see "Using advanced print features" on page 154).
- To save electricity, this machine automatically conserves electricity by substantially reducing power consumption when not in use.
- We recommend using recycled paper for saving energy.

Print with excellent quality and speed



- You can print with a resolution of up to 4,800 x 600 dpi effective (600 x 600 x 3 bit) output.
- Fast, on-demand printing.
 - Samsung Printer Xpress M262x series
 - For single-side printing, 26 ppm (A4) or 27 ppm (Letter).

- Samsung Printer Xpress M282x Series
 - For single-side printing, 28 ppm (A4) or 29 ppm (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 146).
- 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 171).
- Samsung Easy Printer Manager and Samsung Printer Status are 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 177 or "Using Samsung Printer Status" on page 180).
- AnyWeb Print helps you screen-capture, preview, scrap, and print the screen more easily than when you use the ordinary program (see "Samsung AnyWeb Print" on page 172).
- 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 OS users.
- 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.

Key benefits

Wide range of functionality and application support



- Supports various paper sizes (see "Print media specifications" on page 73).
- Print watermark: You can customize your documents with words, such as "**CONFIDENTIAL**" (see "Using advanced print features" on page 154).
- 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 154).
- You can print in various operating systems (see "System requirements" on page 76).
- 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 116.

Features by models

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

Operating System

Operating System	Samsung Printer Xpress M262x series	Samsung Printer Xpress M282x series
Windows	•	•
Mac	•	•
Linux	•	•
Unix		•

(●: Included, Blank: Not available)

Software



You can install the printer driver and software when you insert the software CD into your CD-ROM drive.

For Windows, select the printer driver and software in the **Select Software to Install** window.

Software		Samsung Printer Xpress M262x series	Samsung Printer Xpress M282x series
SPL printer driver ^a		•	•
PCL printer driver		• (M262xND only)	•
PS printer driver			
XPS printer driver ^b		•	•
Samsung Easy Printer Manager	Device Settings	•	•
Samsung Printer Status		•	•
Direct Printing Utility ^b			
Samsung AnyWeb Print ^b		•	•

Features by models

Software	Samsung Printer Xpress M262x series	Samsung Printer Xpress M282x series
SyncThru™ Web Service	● (M262xND only)	●
SyncThru Admin Web Service	● (M262xND only)	●
Easy Eco Driver	●	●
Easy Capture Manager	●	●

a. Depending on the operating system you use, the installed printer driver may differ.

b. Download the software from the Samsung website and install it: (<http://www.samsung.com> > find your product > Support or Downloads). Before installing, check whether your computer's OS support the software.

(●: Included, Blank: Not available)

Variety feature

Features	Samsung Printer Xpress M262x series	Samsung Printer Xpress M282x series
Hi-Speed USB 2.0	●	●
Network Interface Ethernet 10/100 Base TX wired LAN	● (M262xND only)	●
Network Interface 802.11b/g/n wireless LAN		● (M282xDW only)

Features	Samsung Printer Xpress M262x series	Samsung Printer Xpress M282x series
IPv6	● (M262xND only)	● (M282xND/M282xDW only)
Eco printing	● (M262xND only)	●
Wi-Fi Protected Setup™ (WPS)		● (M282xDW only)
Double-sided printing	● (M262xD only)	●
Double-sided printing (Manual)	● (M2620/M2625/M2626 only)	
AirPrint	● (M262xND only)	●
Google Cloud Print™	● (M262xND only)	●

(●: 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 37).
- Remove the driver and install it again (see "Installing the driver locally" on page 20).
- Select your machine as your default machine in your Windows.



Where can I purchase option or consumables?

- 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 LED" on page 68).



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 60).



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 screenshots in this user'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



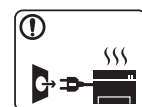
Do not use if the power cord is damaged or if the electrical outlet is not grounded.

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.

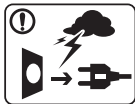







Do not remove the plug by pulling on the cord; do not handle the plug with wet hands.

This could result in electric shock or fire.







Safety information

Caution




	<p>During an electrical storm or for a period of non-operation, remove the power plug from the electrical outlet.</p> <p>This could result in electric shock or fire.</p>
	<p>Be careful, the paper output area is hot.</p> <p>Burns could occur.</p>
	<p>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.</p> <p>Otherwise, this could result in electric shock or fire.</p>
	<p>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.</p> <p>Otherwise, this could result in electric shock or fire.</p>
	<p>If the plug does not easily enter the electrical outlet, do not attempt to force it in.</p> <p>Call an electrician to change the electrical outlet, or this could result in electric shock.</p>
	<p>Do not allow pets to chew on the AC power, telephone or PC interface cords.</p> <p>This could result in electric shock or fire and/or injury to your pet.</p>

Operating method

Caution


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

Safety information


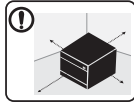

	Do not block or push objects into the ventilation opening. This could result in elevated component temperatures which can cause damage or fire.
	Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous radiation exposure.
	This machine's power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

Installation / Moving








Warning

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

Caution

	<p>Before moving the machine, turn the power off and disconnect all cords. The information below are only suggestions based on the units weight.</p> <p>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.</p> <p>Then lift the machine:</p> <ul style="list-style-type: none">• 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. <p>The machine could fall, causing injury or machine damage.</p>
	<p>Choose a flat surface with enough space for ventilation to place the machine. Also consider the space required to open the cover and trays.</p> <p>The place should be well-ventilated and be far from direct light, heat, and humidity.</p>
	<p>When using the machine for a long period of time or printing a large number of pages in a non-ventilated space, it could pollute the air and be harmful to your health. Place the machine in a well-ventilated space or open a window to circulate the air periodically.</p>






Safety information

	Do not place the machine on an unstable surface. The machine could fall, causing injury or machine damage.
	Use only No.26 AWG ^a 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.
	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 consumables or cleaning the inside, do not operate the machine. You could get injured.
	Keep cleaning consumables 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

	<p>Keep the power cable and the contact surface of the plug clean from dust or water.</p> <p>Otherwise, this could result in electric shock or fire.</p>
	<ul style="list-style-type: none">• 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

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

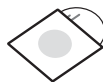
	<p>When storing consumables such as toner cartridges, keep them away from children.</p> <p>Toner dust can be dangerous if inhaled or ingested.</p>
	<p>Using recycled consumables, such as toner, can cause damage to the machine.</p> <p>In case of damage due to the use of recycled consumables, a service fee will be charged.</p>
	<p>For consumables that contain toner dust (toner cartridge, waste toner bottle, imaging unit, etc.) follow the instructions below.</p> <ul style="list-style-type: none">• When disposing of the consumables, follow the instructions for disposal. Refer to the reseller for disposal instructions.• Do not wash the consumables.• For a waste toner bottle, do not reuse it after emptying the bottle. <p>If you do not follow the instructions above, it may cause machine malfunction and environmental pollution. The warranty does not cover damages caused by a user's carelessness.</p>
	<p>When toner gets on your clothing, do not use hot water to wash it.</p> <p>Hot water sets toner into fabric. Use cold water.</p>
	<p>When changing the toner cartridge or removing jammed paper, be careful not to let toner dust touch your body or clothes.</p> <p>Toner dust can be dangerous if inhaled or ingested.</p>

Machine overview

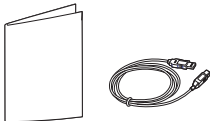
Accessories



Power cord



Software CD^a




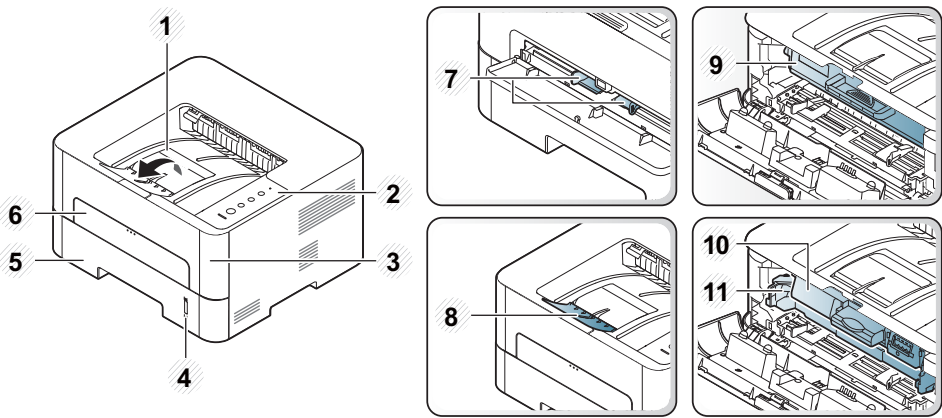
Misc. accessories^b

a. The software CD contains the printer 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 its model.
- Some features and optional goods may not be available depending on model or country.

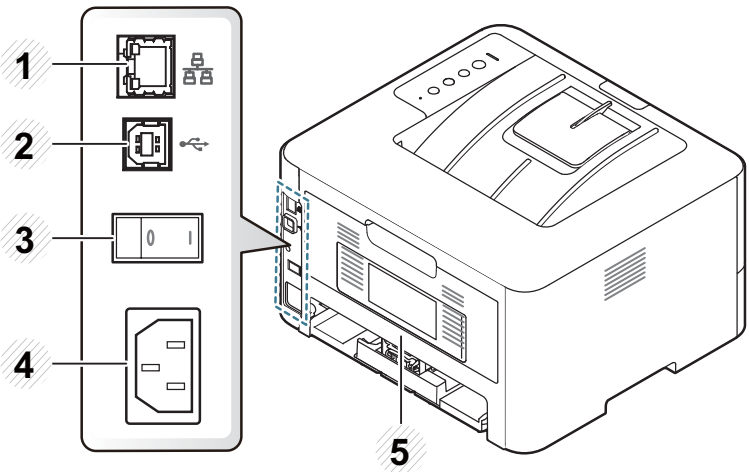


1	Output tray	7	Paper width guides on a manual feeder
2	Control panel	8	Output support
3	Front cover	9	Toner cartridge ^a
4	Paper level indicator	10	Toner cartridge ^b
5	Tray 1	11	Imaging unit ^b
6	Manual feeder		

a. Samsung Printer Xpress M2620 M2820 series only.
b. Samsung Printer Xpress M2625 M2626 M2825 M2826 series only.

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.



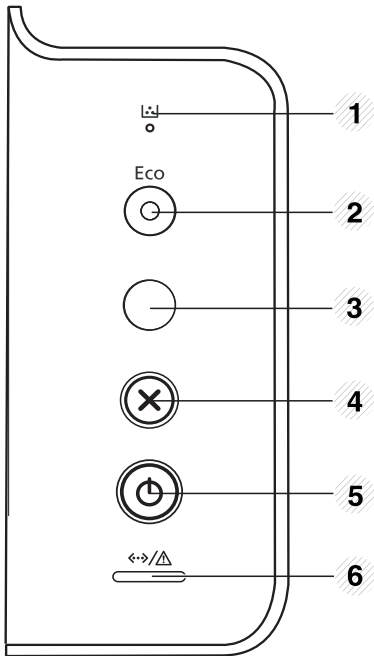
1	Network port ^a	4	Power receptacle
2	USB port	5	Rear cover
3	Power-switch ^b		

a. Network and wireless models only (see "Features by models" on page 6).
b. Only if the machine has a power switch.

Control panel overview



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



1		Toner	Shows the status of the toner (see "Toner LED/ Wireless LED/ Power LED/ Eco LED" on page 69).
2		Eco	Enters Eco mode to reduce toner consumption and paper usage (see "Eco options" on page 40).

3



Info sheet^a Prints a demo page and network configuration report (see "Printing a demo page" on page 24).



WPS^b Configures the wireless network connection easily without a computer (see "Wireless network setup" on page 115).






Print screen^c Press this button and the green LED will start blinking. If you want to print only the active screen, release the button when the green LED stops blinking. If you want to print the whole screen, release the button while it's blinking.



- **Print Screen** can only be used in the Windows and Mac 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 Easy Printer Manager program is installed. If you are a Mac OS user, you need to enable **Screen Print Settings** from the Easy Printer Manager to use the Print Screen feature.

Control panel overview

4		Cancel	<p>Stops an operation at any time and there are more functions.</p> <ul style="list-style-type: none">• Cancels the current job.• Prints demo page: Press and hold this button for about 2 seconds until the status LED blinks slowly, and release.• Supplies Info & Usage Counter: Press and hold this button for about 6 seconds and release.• Prints configuration reports/network configuration reports^d: Press and hold this button for about 4 seconds until the status LED blinks fast, and release.
5		Power	<p>You can turn the power on/off or wake the machine up from the power save mode with this button.</p>
6		Status LED	<p>Indicates the status of your machine (see "Understanding the LED" on page 68).</p>

a. M262xND/M282xND only.

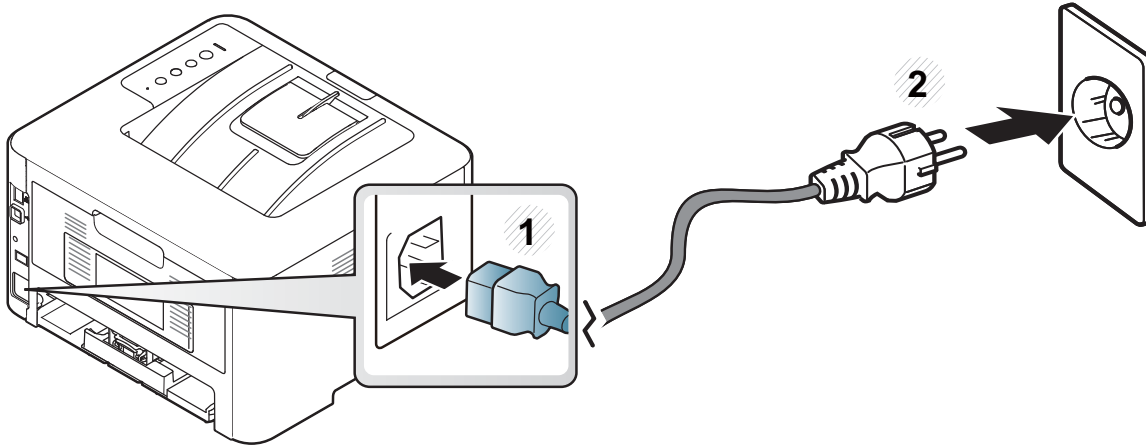
b. M282xDW only.

c. M262x/M262xD only.

d. Network and wireless models only (see "Features by models" on page 6).

Turning on the machine

- 1 Connect the machine to the electricity supply first.
Press the power key or turn the switch on if the machine has a power switch.



- 2 Press  (**Power**) on the control panel.

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 106).



- If you are a Mac, Linux, or Unix OS user, refer to the "Software installation" on page 94.
- The installation window in this User's Guide may differ depending on the machine and interface in use.
- 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.
- 2 Insert the supplied software CD into your CD-ROM drive.



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

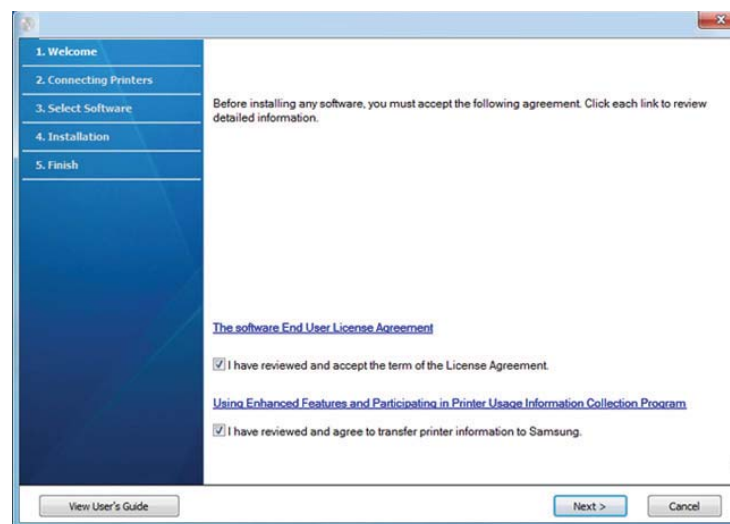
X:**Setup.exe** replacing "X" with the letter, which represents your CD-ROM drive and click **OK**.

- For Windows 8,

If the installation window does not appear, from **Charms**, select **Search** > **Apps** and search for **Run**. Type in X:\Setup.exe, replacing "X" with the letter that represents your CD-ROM drive and click **OK**.

If "**Tap to choose what happens with this disc.**" pop-up window appears, click the window and select **Run Setup.exe**.

- 3 Read and check **The software End User License Agreement** and **Using Enhanced Features and Participating in Printer Usage Information Collection Program** (optional). Then, click **Next**.



- 4 Follow the instructions in the installation window.

Installing the driver locally

From the Windows 8 Start Screen



- **Samsung Printer Experience** app can only be used in the **Start** screen when V4 driver is installed. The V4 driver is automatically downloaded from the Windows Update if your computer is connected to the Internet. If not, you can manually download the V4 driver from Samsung website, www.samsung.com > find your product > Support or downloads.
- You can download Samsung Printer Experience app from the **Windows Store**. You need have a Microsoft account to use the Windows **Store**.
 - 1 From **Charms**, select **Search**.
 - 2 Click **Store**.
 - 3 Search and click **Samsung Printer Experience**.
 - 4 Click **Install**.
- If you install the driver using the supplied software CD, V4 driver is not installed. If you want to use the V4 driver in the **Desktop** screen, you can download from the Samsung website, www.samsung.com > find your product > Support or downloads.
- If you want to install Samsung's printer management tools, you need to install them using the supplied software CD .

- 1 Make sure that your computer is connected to the Internet and powered on.
- 2 Make sure that the machine is powered on.
- 3 Connect the computer and the machine with a USB cable.
The driver is automatically installed from the **Windows Update**.

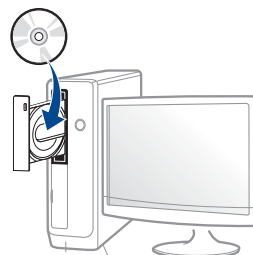
Reinstalling the driver

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** > **Uninstall Samsung Printer Software**.
 - For Windows 8,
 - 1 From Charms, select **Search** > **Apps**.
 - 2 Search and click **Control Panel**.
 - 3 Click **Programs and Features**.
 - 4 Right-click the driver you want to uninstall and select **Uninstall**.
 - 5 Follow the instructions in the window.
- 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 20).



From the Windows 8 Start Screen

- 1 Make sure that the machine is connected to your computer and powered on.
- 2 Click on the **Uninstall Samsung Printer Software** tile in the **Start** screen.
- 3 Follow the instructions in the window.



- If you cannot find a Samsung Printer Software tile, uninstall from the desktop screen mode.
- If you want to uninstall Samsung's printer management tools, from the **Start** screen, right-click the app > **Uninstall** > right-click the program you want to delete > **Uninstall** and follow the instruction in the window.



2. 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.

- **Printing a demo page**
- **Media and tray**
- **Basic printing**

24

25

36

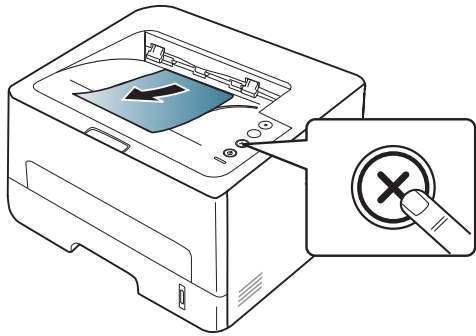


Printing a demo page

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

To print a demo page:

In ready mode, press and hold  (**Cancel**) button for about 2 seconds until the status LED blinks, and release.



For a model with a **Info** sheet () button, press the button to print a demo page.

Media and tray

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



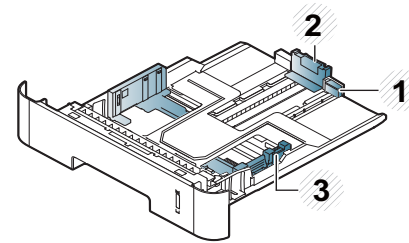
- Using print media that does not meet these specifications may cause problems or require repairs. Such repairs are not covered by Samsung's warranty or service agreements.
- Make sure not to use the inkjet photo paper with this machine. It could cause damage to the machine.
- Using inflammable print media can cause a fire.
- Use designated print media (see "Print media specifications" on page 73).



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 Tray extension guide
- 2 Paper length guide
- 3 Paper width guide

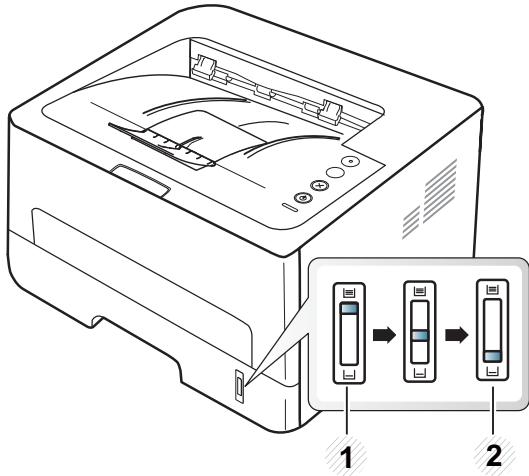


If you do not adjust the guide, it may cause paper registration, image skew, or jamming of the paper.

Media and tray



Paper quantity indicator shows the amount of paper in the tray.



- 1 Full
- 2 Empty

Paper type available for duplex printing

Depending on the power voltage your machine uses, available paper types for duplex printing differs. Refer to the below table.

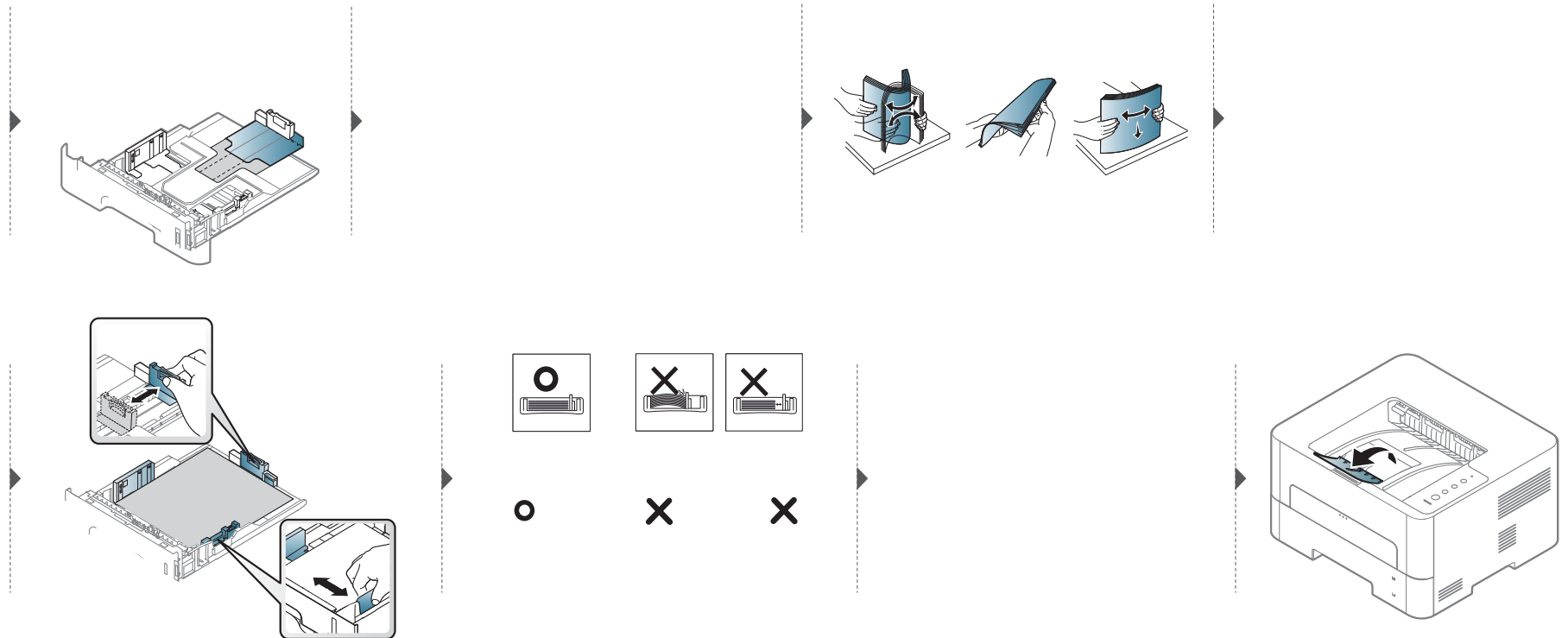
Power voltage	Available paper
110V	Letter, Legal, US Folio, Oficio
220V	A4

Media and tray

Loading paper in the tray



When printing using the tray, do not load paper on the manual feeder, it may cause a paper jam.



Media and tray

Loading in manual feeder

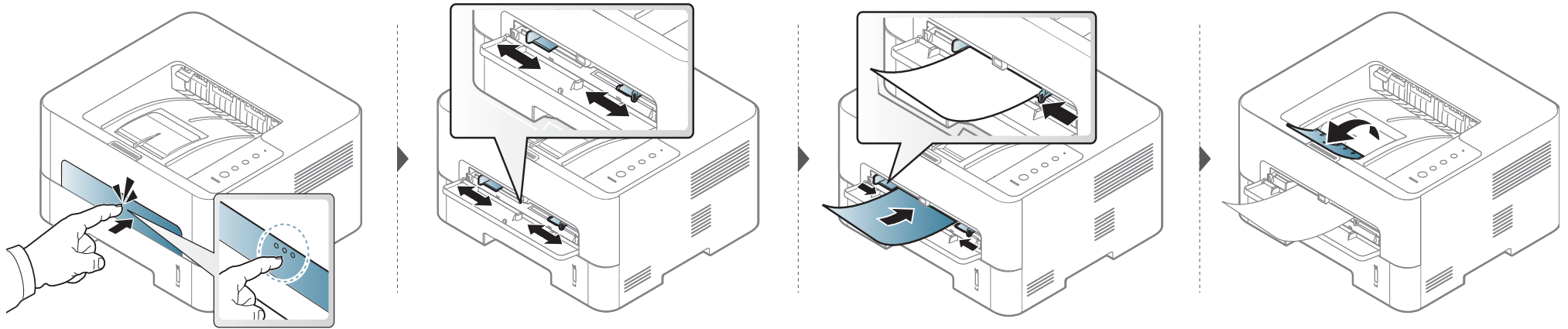
The manual feeder can hold special sizes and types of print material, such as postcards, note cards, and envelopes.



Tips on using the manual feeder

- Load only one type, size and weight of print media at time in the manual feeder.
- If you select **Manual Feeder** for the paper source in your software application, you need to press Print screen or Demo page, or WPS button each time you print a page and load only one type, size and weight of print media at a time on the manual tray.
- To prevent paper jams, do not add paper while printing when there is still paper in the manual feeder.
- Print media should be loaded face up with the top edge going into the manual feeder first and be placed in the center of the tray.
- To ensure printing quality and to prevent paper jams, only load the available paper (see "Print media specifications" on page 73).
- Flatten any curl on postcards, envelopes, and labels before loading them into the manual feeder.
- When printing on special media, you must follow the loading guidelines (see "Printing on special media" on page 30).
- When papers overlap when printing using the manual feeder, open tray 1 and remove the overlapping papers then try printing again.
- When paper does not feed well while printing, push the paper in manually until it starts feeding automatically.
- When the machine is in a power save mode, the machine does not feed paper from the manual feeder. Wake up the machine by pressing the power button before using the manual feeder.

Media and tray



Media and tray

Printing on special media

The table below shows the special media usable in each tray.

The media types are 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 38).

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 73).
- **Printing the special media (Face up)**
If special media are printed out with curl, wrinkles, crease, or black bold lines, open the rear cover and try printing again. Keep the rear cover opened during printing.

To see for paper weights for each sheet, refer to "Print media specifications" on page 73.

Types	Tray	Manual feeder
Plain	•	•
Thick	•	•
Thicker		•
Thin	•	•
Bond	•	•
Color		•
CardStock	•	•
Labels		•
Transparency		•
Envelope		•
Thick Envelope		•
Preprinted		•
Cotton		•
Recycled	•	•
Archive	•	•

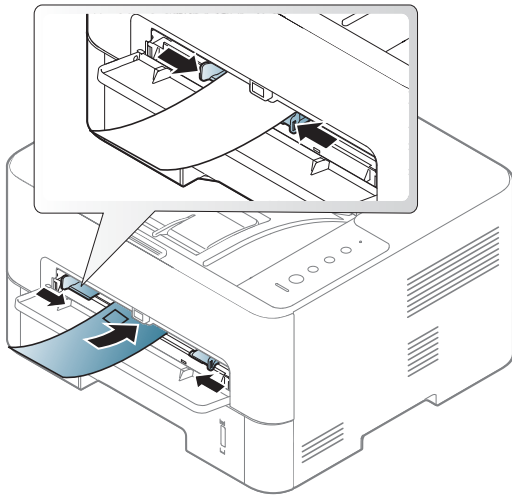
(●: Included, Blank: Not available)

Media and tray

Envelope

Printing successfully on envelopes depends upon the quality of the envelopes.

To print an envelope, place it as shown in the following figure.

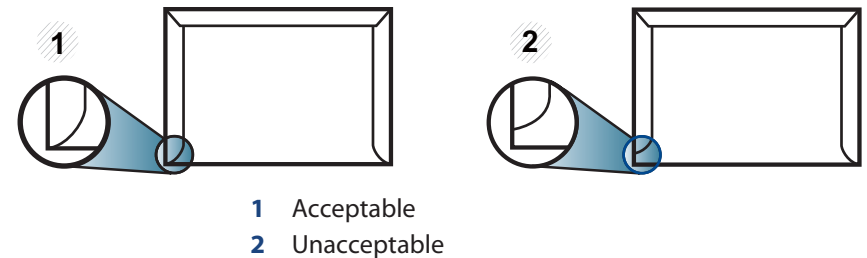


If envelopes are printed out with wrinkles, crease, or black bold lines, open the rear cover and try printing again. Keep the rear cover opened during printing.

If you select **Envelope** from the **Printing Preferences** window, but the printed images get easily erased, select **Thick Envelope** and try printing again. However, this might cause some noise when printing.

- When selecting envelopes, consider the following factors:
 - Weight:** should not exceed 90 g/m² otherwise; jams may occur.
 - Construction:** should lie flat with less than 6 mm curl and should not contain air.

- Condition:** should not be wrinkled, nicked, nor damaged.
- Temperature:** should resist the heat and pressure of the machine during operation.
- Use only well-constructed envelopes with sharp and well-creased folds.
- Do not use stamped envelopes.
- Do not use envelopes with clasps, snaps, windows, coated lining, self-adhesive seals, or other synthetic materials.
- Do not use damaged or poorly made envelopes.
- Be sure the seam at both ends of the envelope extends all the way to the corner of the envelope.

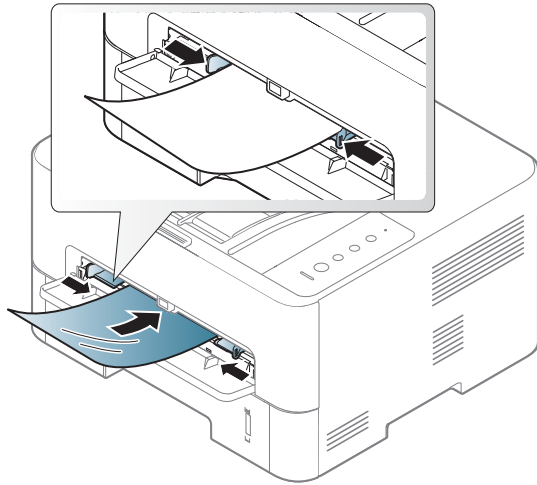


- Envelopes with a peel-off adhesive strip or with more than one flap that folds over to seal must use adhesives compatible with the machine's fusing temperature for 0.1 second (about 170°C (338 °F)). The extra flaps and strips might cause wrinkling, creasing, or jams, and may even damage the fuser.
- For the best print quality, position margins no closer than 15 mm from the edges of the envelope.
- Avoid printing over the area where the envelope's seams meet.

Media and tray

Transparency

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

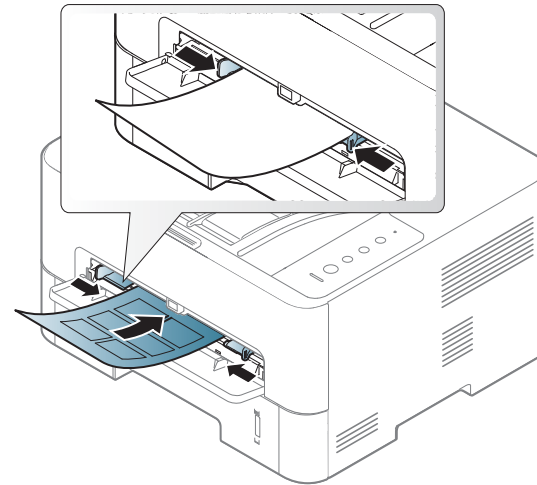


- Must withstand the machine's fusing temperature.
- Place them on a flat surface after removing them from the machine.
- Do not leave unused transparencies in the paper tray for long. Dust and dirt may accumulate on them, resulting in spotty printing.
- To avoid smudging caused by fingerprints, handle them carefully.
- To avoid fading, do not expose printed transparencies to prolonged sunlight.
- Ensure that transparencies are not wrinkled, curled, or have any torn edges.
- Do not use transparencies that separate from the backing sheet.

- To prevent transparencies from sticking to each other, do not let the printed sheets stack up as they are being printed out.
- Recommended media: Transparency for a color laser printer by Xerox, such as 3R 91331(A4), 3R 2780 (Letter)

Labels

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

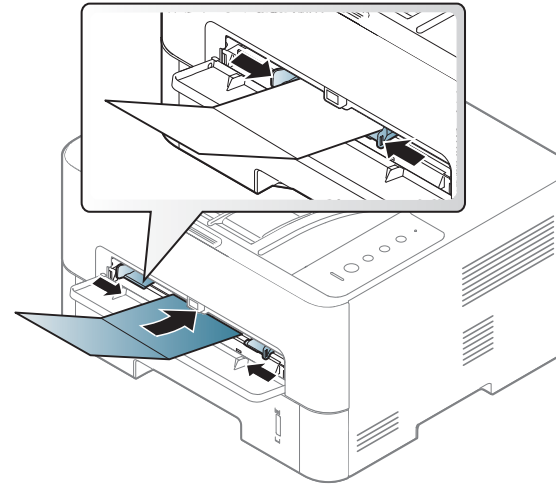


- When selecting labels, consider the following factors:
 - **Adhesives:** Should be stable at your machine's fusing temperature. Check your machine's specifications to view the fusing temperature (about 170°C (338°F)).

Media and tray

- **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.
- 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

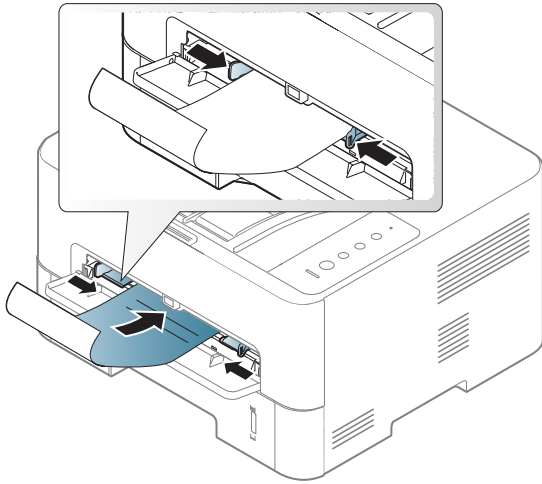


- In the software application, set margins at least 6.4 mm (0.25 inches) away from the edges of the material.

Media and tray

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°C (338°F)).
- 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.

Setting the paper size and type

After loading paper in the paper tray, set the paper size and type.

Open the **Printing Preferences** (see "Opening printing preferences" on page 38) and set the paper size and type in the **Paper** tab.



If you want to use special-sized paper such as billing paper, select **Custom** in the **Paper** tab in the **Printing Preferences** (see "Opening printing preferences" on page 38).

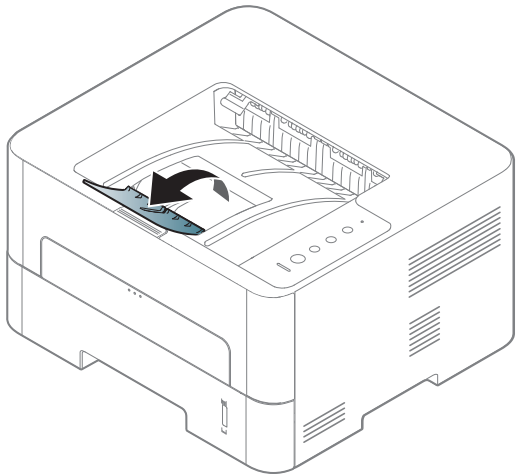
Media and tray

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 allow children near it.

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



Basic printing

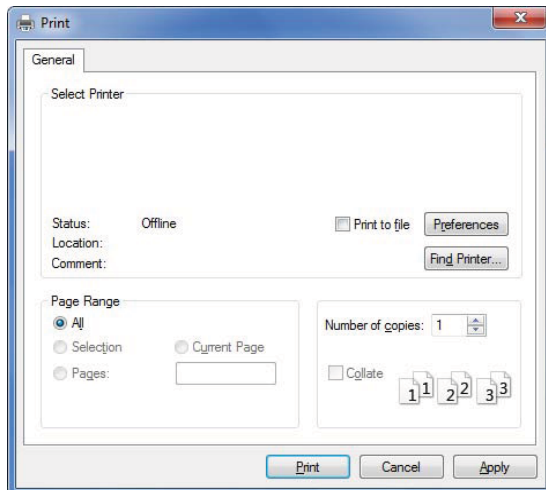
Printing



- If you are a Mac, Linux, or Unix OS user, refer to the "Software installation" on page 94.

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 38).



5

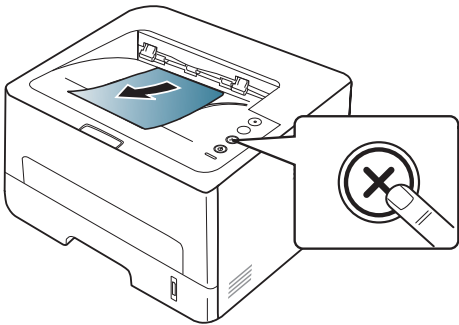
To start the print job, click **OK** or **Print** in the **Print** window.

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  (**Cancel**) on the control panel.



Basic printing

Opening printing preferences

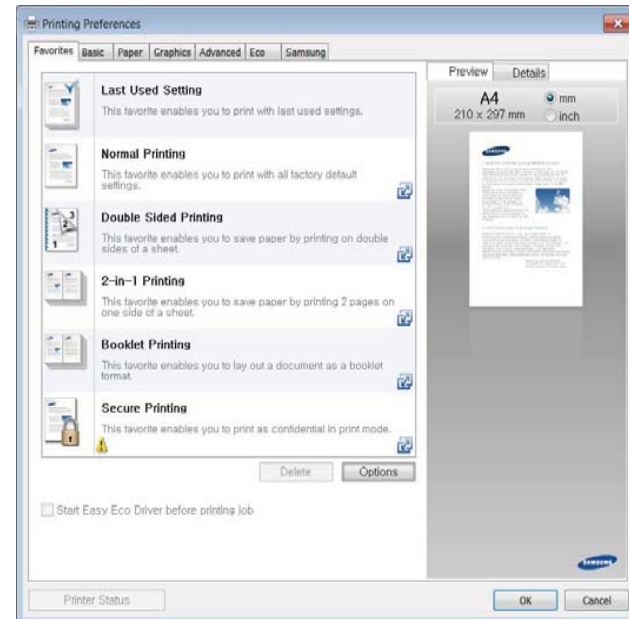


- The **Printing Preferences** window that appears in this user's guide may differ depending on the machine in use. However, the composition of the **Printing Preferences** window is similar.
- When you select an option in **Printing Preferences**, you may see a warning mark  or . An  mark means you 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.
- 3 Select your machine from the **Select Printer**.
- 4 Click **Properties** or **Preferences**.



The screenshot may differ depending on model.



- You can apply **Eco** features to save paper and toner before printing (see "Easy Eco Driver" on page 173).
- You can check the machine's current status using the **Printer Status** button (see "Using Samsung Printer Status" on page 180).

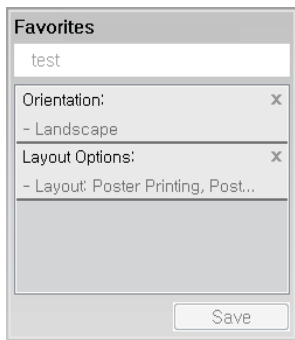
Basic printing

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.

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 **Double-sided printing (Long Edge)**, **Multiple Pages per Side (2)**, **Skip blank pages**, and **Toner Save**. Some features may not be available depending on model.

Basic printing




Depending on the printer driver you use, **Skip blank pages** may not work properly. If **Skip blank pages** feature does not work properly, set the feature from the Easy Eco Driver (see "Using advanced print features" on page 154).


Setting Eco mode on the control panel



- The settings set from the machine's driver override the settings on the control panel.
- If you set the Eco mode on with a password from the SyncThru™ Web Service (**Settings** tab > **Machine Settings** > **System** > **Eco Settings**), the **Onforce** message appears. You have to enter the password to change the Eco mode status.

- 1 Press  (**Eco**) button on the control panel.
When the LED on the button lights up, the Eco mode is enabled.

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 set from the machine's control panel.
- **None:** Disables Eco mode.
- **Eco Printing:** Enables Eco mode. Activate the various eco items you want to use.

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.
- Refer 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 saved or reduced amount may differ depending on the operating system used, computing performance, application software, connection method, media type, media size, job complexity, etc.



3. Maintenance

This chapter provides information about purchasing consumables, option and maintenance parts available for your machine.

- **Ordering consumables and option** 42
- **Available consumables** 43
- **Available maintenance parts** 44
- **Storing the toner cartridge** 45
- **Redistributing toner** 47
- **Replacing the toner cartridge** 49
- **Replacing the imaging unit** 52
- **Cleaning the machine** 53
- **Tips for moving & storing your machine** 57



Ordering consumables and option



Available option may differ from country to country. Contact your sales representatives to obtain the list of available consumables, and maintenance parts.

To order Samsung-authorized consumables, option, and maintenance parts, contact your local Samsung dealer or the retailer where you purchased your machine. You can also visit **www.samsung.com/supplies**, and then select your country/region to obtain the contact information for service.

Available consumables

When consumables reach the end of their life spans, you can order the following types of consumables for your machine:

Type	Model	Average yield ^a	Part name
Toner cartridge	Samsung Printer Xpress M2620 M2820 series	Approx. 1,500 pages	MLT-D115S
		Approx. 3,000 pages	MLT-D115L
	Samsung Printer Xpress M2625 M2626 M2825 M2826 series	Approx. 1,000 pages	MLT-D116S
		Approx. 2,500 pages	MLT-D116L ^b
Imaging unit	Samsung Printer Xpress M2625 M2626 M2825 M2826 series	Approx. 9,000 pages	MLT-R116

a. Declared yield value in accordance with ISO/IEC 19752.

b. China and India only



Depending on the options, percentage of image area, and job mode used, the toner cartridge's lifespan may differ.



When purchasing new toner cartridges or other consumables, these must be purchased in the same country as the machine you are using. Otherwise, new toner cartridges or other consumables will be incompatible with your machine due to different configurations of toner cartridges and other consumables according to the specific country conditions.



Samsung does not recommend using non-genuine Samsung toner cartridge such as refilled or remanufactured toner. Samsung cannot guarantee non-genuine Samsung toner cartridge's quality. Service or repair required as a result of using non-genuine Samsung toner cartridges will not be covered under the machine's warranty.

Available maintenance parts

To purchase maintenance parts, contact the source where you bought the machine. Replacing maintenance parts can be performed only by an authorized service provider, dealer, or the retailer where you bought the machine. The warranty does not cover the replacement of any maintenance parts once it has reached its “Average yield”.

Maintenance parts are replaced at specific intervals to avoid print quality and paper feed problems resulting from worn parts, see table below. The purpose of which is to maintain your machine in top working condition. The maintenance parts below should be replaced when the life span of each item has been met.

Parts	Average yield ^a
Fuser unit	Approx. 100,000 pages
Transfer roller	Approx. 100,000 pages
Forward roller	Approx. 50,000 pages
Pick-Up roller	Approx. 50,000 pages
Semi-Reverse roller	Approx. 50,000 pages

a. It will be affected by the operating system used, computing performance, application software, connecting method, media type, media size and job complexity.

Storing the toner cartridge

Toner cartridges contain components that are sensitive to light, temperature and humidity. Samsung suggests users follow these recommendations to ensure optimal performance, highest quality, and longest life from your new Samsung toner cartridge.

Store this cartridge in the same environment in which the printer will be used. This should be in controlled temperature and humidity conditions. The toner cartridge should remain in its original and unopened package until installation – if original packaging is not available, cover the top opening of the cartridge with paper and store in a dark cabinet.

Opening the cartridge package prior to use dramatically shortens its useful shelf and operating life. Do not store on the floor. If the toner cartridge is removed from the printer, follow the instructions below to store the toner cartridge properly.

- Store the cartridge inside the protective bag from the original package.
- Store lying flat (not standing on end) with the same side facing up as if it were installed in the machine.
- Do not store consumables in any of the following conditions:
 - Temperature greater than 40°C (104°F).
 - Humidity range less than 20% and greater than 80%.
 - An environment with extreme changes in humidity or temperature.
 - Direct sunlight or room light.
 - Dusty places.
 - A car for a long period of time.
 - An environment where corrosive gases are present.
 - An environment with salty air.

Handling instructions

- Do not touch the surface of the photoconductive drum in the cartridge.
- Do not expose the cartridge to unnecessary vibrations or shock.
- Never manually rotate the drum, especially in the reverse direction; this can cause internal damage and toner spillage.

Toner cartridge usage

Samsung Electronics does not recommend or approve the use of non-Samsung brand toner cartridges in your printer including generic, store brand, refilled, or remanufactured toner cartridges.



Samsung's printer warranty does not cover damage to the machine caused by the use of a refilled, remanufactured, or non-Samsung brand toner cartridges.

Storing the toner cartridge

Estimated cartridge life

Estimated cartridge life the life of the toner cartridge (or imaging unit) yield depends on the amount of toner that print jobs require. The actual print yield may vary depending on the print density of the pages you print on, operating environment, percentage of image area, printing interval, media type and/or media size. For example, if you print a lot of graphics, the consumption of the toner is higher and you may need to change the cartridge more often.

Redistributing toner

When the toner cartridge is near the end of its life:

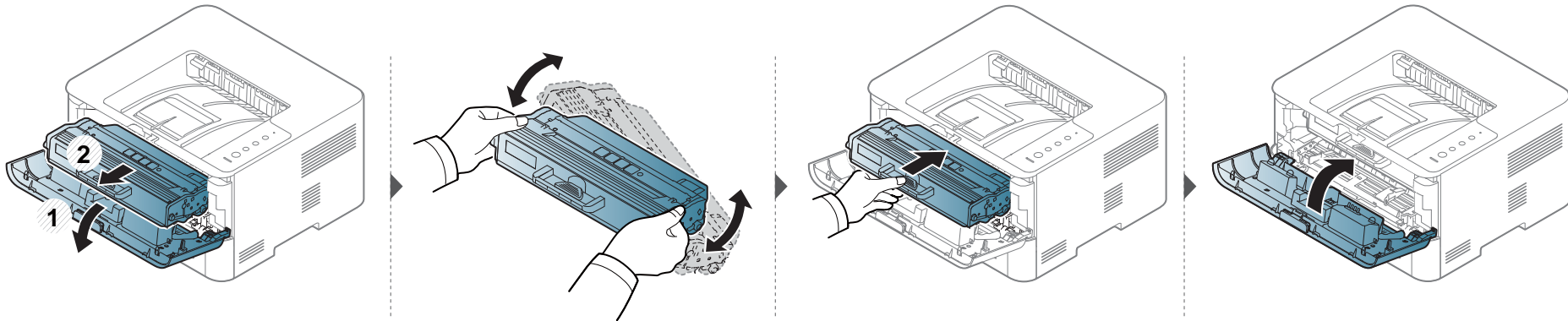
- White streaks or light printing occurs and/or density variation side to side.
- The **Toner** LED blinks orange.

If this happens, you can temporarily improve print quality by redistributing the remaining toner in the cartridge. In some cases, white streaks or light printing will still occur even after you have redistributed the toner.



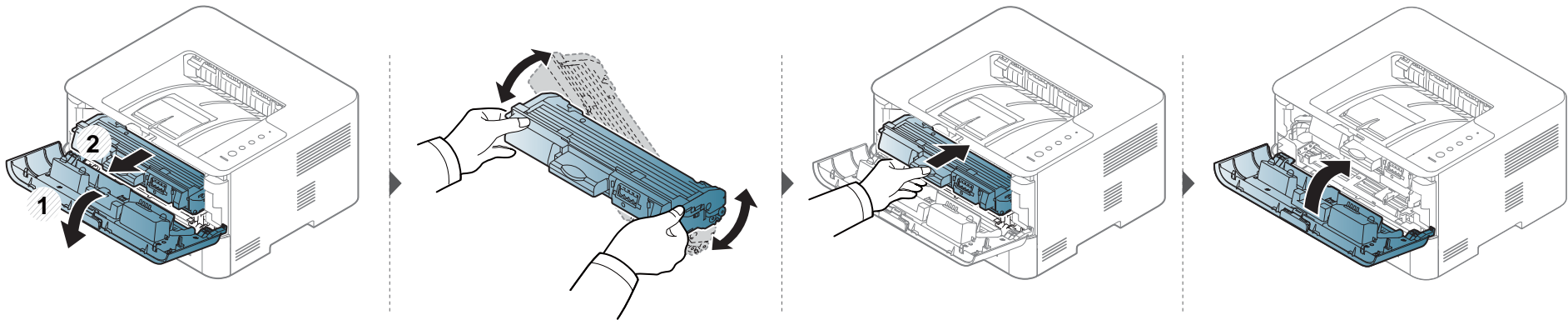
- Before opening the front cover, close the output support first.
- If toner gets on your clothing, wipe it off with a dry cloth and wash clothing in cold water. Hot water sets toner into fabric.

Samsung Printer Xpress M2620 M2820 series



Redistributing toner

Samsung Printer Xpress M2625 M2626 M2825 M2826 series



Replacing the toner cartridge



- Before opening the front cover, close the output support first.
- Do not use sharp objects such as a knife or scissors to open the toner cartridge package. They might scratch the drum of the cartridge.
- If toner gets on your clothing, wipe it off with a dry cloth and wash clothing in cold water. Hot water sets toner into fabric.
- Shake the toner cartridge thoroughly, it will increase the initial print quality.
- Do not touch the green underside of the toner cartridge. Use the handle on the cartridge to avoid touching this area.

When a toner cartridge has reached the end of life, the machine will stop printing.

Replacing the toner cartridge

Samsung Printer Xpress M2620 M2820 series



Click this link to open an animation about replacing a toner cartridge.

