XEROX®

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System Administration Guide

XE3022EN0-1

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Table of Contents

1 Before Using the Machine

Welcome to the Xerox family of WorkCentre products.

This System Administration Guide provides detailed information, technical specifications and procedures for using the integral features of the machine.

Xerox Welcome Center

If you need assistance during or after product installation, visit the Xerox website for on-line solutions and support.

http://www.xerox.com/support

If you require further assistance, contact our experts at the Xerox Welcome Center. A telephone number for the local representative may have been provided when the product was installed. For convenience and future reference, please record the telephone number in the space below.

Welcome Center or local representative telephone number:

#_____

Xerox US Welcome Center: 1-800-821-2797

Xerox Canada Welcome Center: 1-800-93-XEROX (1-800-939-3769)

Serial Number

When you call the Welcome Center you will need to provide the serial number which is located on the left side of the machine behind Cover A, as shown in the diagram.
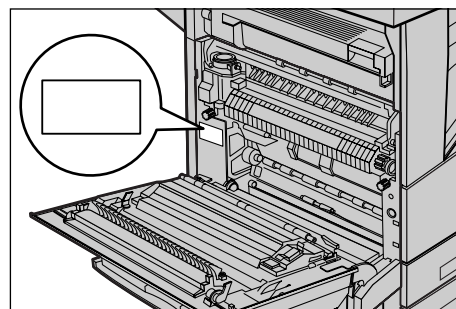
For your convenience, record the serial number in the space below.

Serial Number:

_____

Keep a record of any error messages. This information helps us solve problems faster.

Language Displayed on the Touch Screen

The language of the touch screen can be changed in the following two ways:

- To change the language for temporary use, press the <Language> button on the control panel, and then select the required language.

NOTE: The language returns to the default language after rebooting the machine.

- To change the default language, enter the System Administration mode, press the <Machine Status> button, and then select [Tools] > [System Settings] > [Common Service Settings] > [Screen/Button Settings] > [Default Language]. On the [Default Language] screen, select the required language as the default language. For more information, refer to the *Setups chapter on page 63.*

Conventions

This section describes the conventions used throughout this System Administration Guide. In this guide, you will find that some terms are used interchangeably:

- Paper is synonymous with media.

- Document is synonymous with original.

- Xerox WorkCentre 5222/5225/5230 is synonymous with the machine.

Orientation

Orientation is used to mean the direction of images on the page. When the image is upright, the paper (or other media) can be either long edge feed or short edge feed.

Long Edge Feed (LEF)

When loading documents long edge feed into the document feeder, load with one of the long edges facing into the document feeder, with the short edges facing the front and back of the document feeder. When loading paper long edge feed into a paper tray, place the paper with one of the long edges toward the left-hand side and one of the short edges toward the front of the tray.

Short Edge Feed (SEF)

When loading documents short edge feed into the document feeder, load with one of the short edges facing into the document feeder, with the long edges facing the front and back of the document feeder. When loading paper short edge feed into a paper tray, place the paper with one of the short edges toward the left-hand side and one of the long edges toward the front of the tray.

LEF Orientation   SEF Orientation
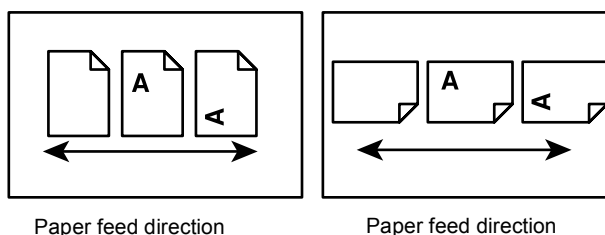
Paper feed direction   Paper feed direction

Text in [Square Brackets]

Indicates the names of the screens, tabs, buttons, features, and option categories. Square brackets are also used when referring to file and folder names on a PC.

For example:

- Select [Original Type] on the [Image Quality] screen.
- Select [Save].

Text in <Angle Brackets>

Indicates the names of the hard buttons, numeric or symbol buttons, lights on the control panel, or symbols on the power switch label.

For example:

- Press the <Machine Status> button to display the [Machine Information] screen.
- Press the <C> button on the control panel to clear the suspended job.

Italic Typeface

Italic typeface is used to indicate references to other sections and chapters.

For example:

- For more information, refer to "Loading Paper" on page 17.
- *Job Status – page 39.*

Warnings

Warnings are statements that alert you to the possibility of personal harm.

For example:

> ⚠ **WARNING**
>
> - If you need to pull out a tray to remove paper jam, contact your local Xerox representative.

Cautions

Cautions are statements that suggest the possibility of mechanical damage as a result of an action.

For example:

> ⚠ **CAUTION**
>
> - Always follow all warning instructions marked on or supplied with this product.

Notes

Notes are statements that provide additional information.

For example:

NOTE: If the document feeder is not installed, this feature is not available.

Related Information Sources

The following sources of information are available for the machine.

User Guide

This guide is intended for general users and describes how to use the features of the machine, such as copy, scan, and fax.

System Administration Guide

This guide is intended for the System Administrator and provides information such as the supported paper and media, troubleshooting tips, how to configure network and security settings, and how to replace consumables.

Quick Network Setup Guide

This guide is intended for the System Administrator and provides TCP/IP setup procedures.

Quick Use Guide

This guide is intended for general users and describes how to use some useful features on the machine and how to replace toner and drum cartridges.

Quick Scan Features Setup Guide

This guide is intended for the System Administrator and describes how to configure scanning services.

NOTE: Please note that the screens shown in these guides apply to a fully configured machine and therefore may not exactly represent the configuration being used.

2 Paper and Other Media

The machine is designed to use various paper types and other media. This chapter provides information on loading paper and other types of media into the machine.

Loading Paper

The machine can be equipped with various paper trays. Depending on the machine configuration, up to six paper trays are available including the Envelope Tray. This section provides information on how to load paper into each type of tray.

NOTE: Make sure the side and rear paper guides on the trays are properly positioned to match the size of paper loaded. If there is a gap between the paper stack and the guides, paper may not be fed into the machine properly, or paper jams may occur.

For information on the paper sizes and media types for each tray, refer to *Supported Paper Sizes and Types on page 23*.

For information on the acceptable range of paper sizes and capacity for each tray, refer to *Paper Supply in the Appendix chapter on page 423*.

Preparing Paper for Loading

Before loading paper into the paper trays, fan the edges. This procedure separates any sheets of paper that are stuck together and reduces the possibility of paper jams.

NOTE: To avoid paper jams and misfeeds, do not remove paper from its packaging until required.

Trays 1 & 2/Two Tray Module (Trays 3 & 4)

Trays 1 to 4 can be loaded with standard and non-standard sized paper.

NOTE: If the machine is processing a job, do not open the active paper tray.

1. Pull out the paper tray towards you.

NOTE: To avoid jams and misfeeds, do not load paper on top of any remaining paper in the tray. Remove the paper, and reload it on top of the new stock loaded.

2. If required, move the paper tray guides further out to load the new stock.
To adjust the side and rear guides, pinch the guide lever on each guide and slide the guides to their new position. To secure the guides in position, release the levers.
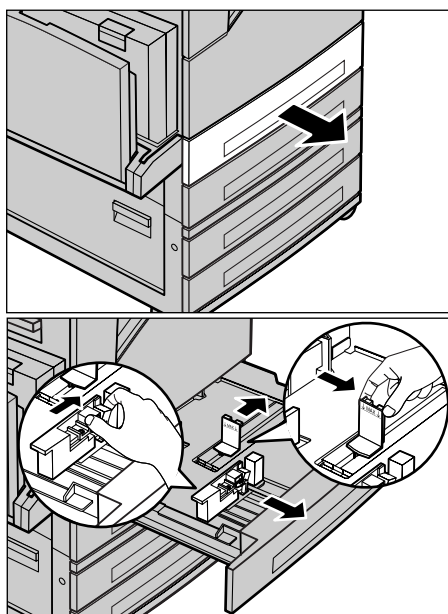
NOTE: When changing the size or type of stock in the tray, refer to *Paper Tray Settings in the Setups chapter on page 70.*

3. Load the paper neatly and tightly against the left-hand side of the tray.

NOTE: Do not load paper above the maximum fill line.

NOTE: When making single/double sided copies on perforated paper, load the paper to feed the opposite side of the perforated edge first. Feeding the perforated edge first may cause paper jams.
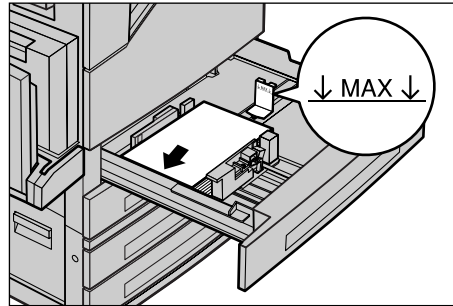
4. If the paper guides have been moved, slide the guides to just touch the edge of the paper.

NOTE: When loading standard size paper, set the guides onto the notches on the tray to match the paper size. The machine recognizes 8K/16K paper as standard sizes even though the paper trays have no notches for these sizes.
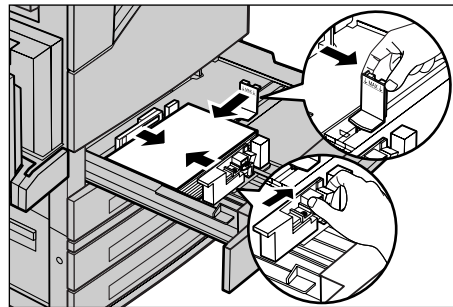
5. Close the paper tray.

NOTE: Paper can be loaded either short edge feed or long edge feed.

6. Set the machine to detect the paper size automatically, or manually specify the required size. For more information, refer to *Paper Size in the Setups chapter on page 70.*
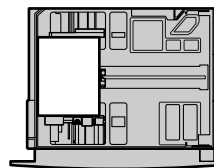
Long edge feed
(LEF)
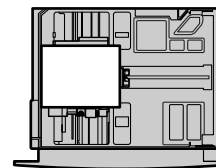
Short edge feed
(SEF)

NOTE: Paper sizes detected by the machine vary depending on the system settings. For more information, refer to *Paper Size Settings in the Setups chapter on page 78.*

High Capacity Tandem Tray (Trays 3 & 4)

The High Capacity Tandem Tray (Trays 3 and 4) allows you to load up to 2,000 sheets of paper.

NOTE: You cannot load custom size paper into the High Capacity Tandem Tray.

1. Pull out Tray 3 or 4.
The elevator in the tray lowers.

2. Place the paper stock tightly against the left rear corner of the tray.

NOTE: Do not load paper above the maximum fill line.
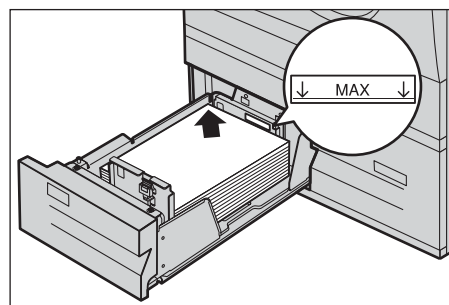
NOTE: Always load paper into the tray in the orientation shown in the diagram.

3. Close the tray.

The elevator rises and positions the paper for use.

Bypass Tray (Tray 5)

The bypass tray allows you to use a variety of paper types. The bypass tray is located on the left-hand side of the machine. A tray extension is provided to accommodate larger sized paper. After loading paper stock in the bypass tray, make sure that the bypass tray settings on the touch screen match the paper size and type of stock loaded. If they do not match, reprogramming is required. For more information on programming of the bypass tray, refer to the Copy chapter in the User Guide.

NOTE: To avoid paper jams, make sure that the paper size and paper type settings are identical to the paper stock loaded.

1. Load the paper neatly into the bypass tray, making sure that the paper stock is in the center of the tray.

NOTE: Do not load paper above the maximum fill line.

NOTE: When making single/double sided copies on perforated paper, load the paper to feed the opposite side of the perforated edge first. Feeding the perforated edge first might cause paper jams.

NOTE: If, when making copies or prints on thick-stock paper, the paper will not feed into the machine, apply a curl to the paper as shown in the illustration above. Note however, that excessively bending or folding the paper might cause paper jams.

NOTE: When loading envelopes, make sure the flaps are closed and that the envelopes are oriented on the tray so that the edge with the flaps will enter the machine first. However, when loading C5-size envelopes, set them long edge feed so that the edge with the flaps will face toward you.

2. Slide the side guides towards the paper until they are just touching the edge of the stock.
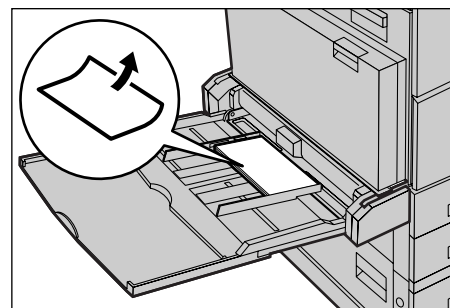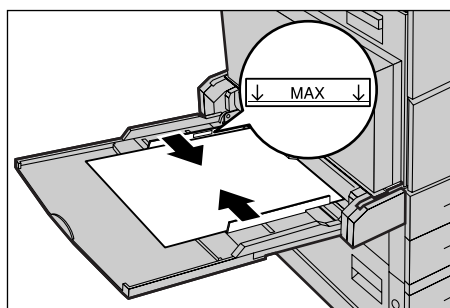
High Capacity Feeder (Tray 6)

The High Capacity Feeder (Tray 6) allows you to load up to 2,000 sheets of paper.

NOTE: You cannot load custom size paper into the High Capacity Feeder.

1. Pull out Tray 6.
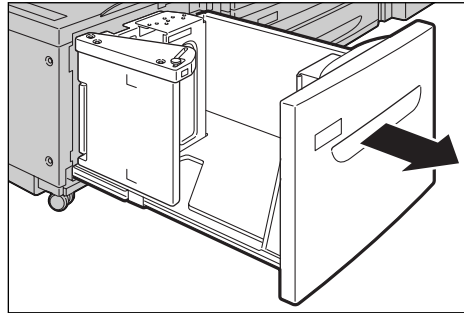
2. Remove the screw from the guide at the back of the tray, and remove the guide from the tray.
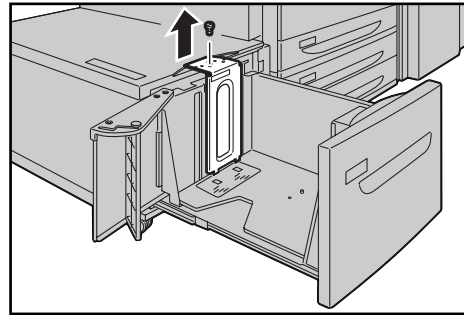
3. Insert the projections on the bottom of the guide into the paper size holes on the tray (1). Insert the projection on the tray into the paper size hole on the guide (2), and then tighten the screw removed in step 1.
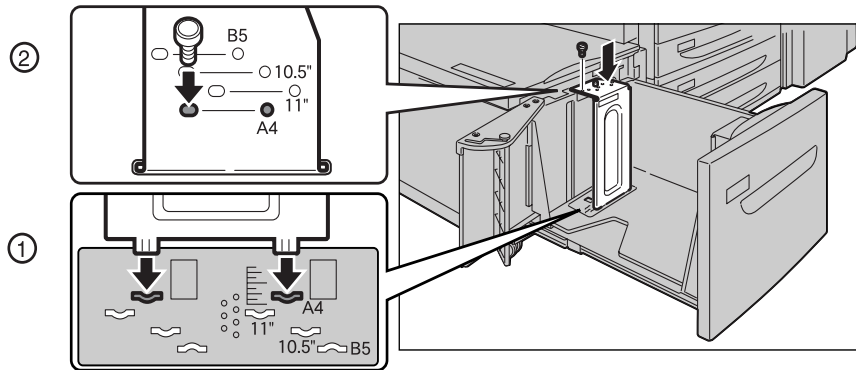
4. Remove the screw from the guide at the front of the tray, and remove the guide from the tray.
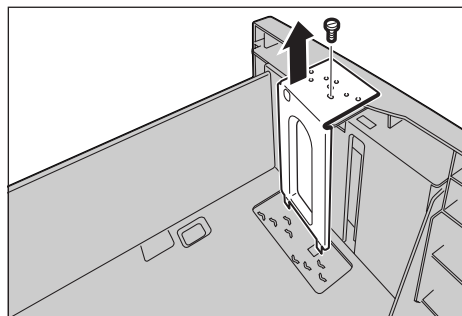
5. Insert the projections on the bottom of the guide into the paper size holes on the tray (1). Insert the projection on the tray into the paper size hole on the guide (2), and then tighten the screw removed in step 4.
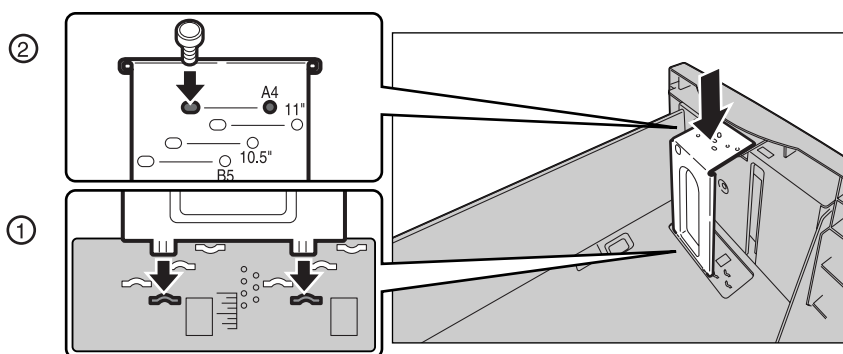
6. Pull up the end-guide lever along the slot (1), adjust the position of the lever to the size of the paper (2), and then push the lever back into its position (3).

NOTE: Do not use the slot at the left of the 8.5" slot on the end guide.
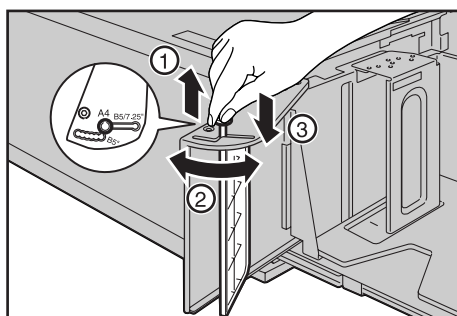
7. Open the end guide, and place the paper stack tightly against the right edge of the tray.

NOTE: Do not load paper above the maximum fill line.
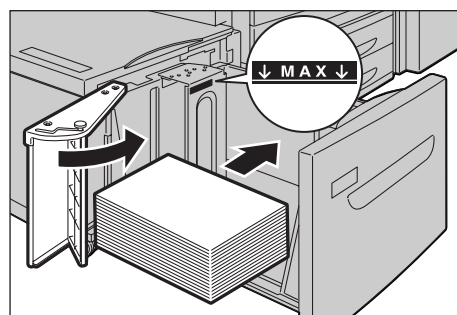
8. Close the end guide.

9. Push the tray in gently until it stops.
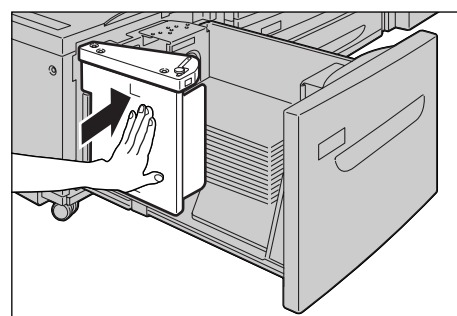
Envelope Tray

The Envelope Tray allows you to stack up to 43 mm of envelopes.

NOTE: Insert the Envelope Tray in the slot for Tray 1 only. Inserting the Envelope Tray in any other slot will damage it.

1. Pull out the Envelope Tray.
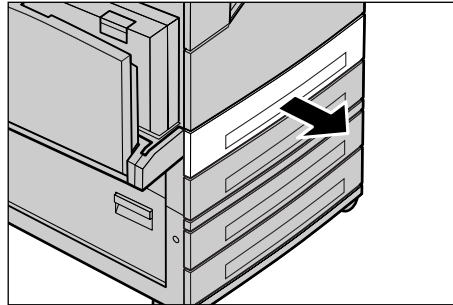
2. Load the envelopes in the Envelope Tray with the side to be printed face up and the edge with the flap against the left edge of the tray.

3. Adjust the paper guides to the size of the envelopes.
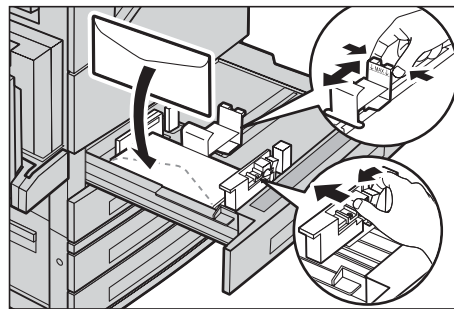
Auto Tray Switching

The machine automatically switches from one tray to another under the following conditions.

• When an active tray runs out of paper during printing.

• When the paper size of the selected tray differs from that detected upon document scanning.

• When the selected tray is open upon paper feeding.

• When the selected tray malfunctions upon paper feeding.

NOTE: The bypass tray is not subject to Auto Tray Switching.

NOTE: The paper tray and paper type priority settings can be programmed in the System Administration mode. For more information, refer to *Paper Tray Priority in the Setups chapter on page 71* and *Paper Size Settings in the Setups chapter on page 78.*

When not in use, the paper trays can be opened and loaded with paper while the machine is running. However, do not open an active paper tray. This will cause the machine to stop the job that is being processed.

Storing and Handling Paper

Always use high quality, xerographic grade paper in the machine. Damaged, curled, or damp paper can cause jams and image quality problems. Follow these simple rules to store paper.

- Store paper in dry conditions, away from extreme heat or cold, such as radiators or open windows.
- Store paper flat on a shelf or pallet above floor level.
- Leave the paper wrapped and boxed until ready to be used.
- Re-wrap partly used packages of paper.

NOTE: Do not store paper in the paper trays.

Supported Paper Sizes and Types

This section lists the sizes and types of paper that can be used with the machine.

Supported Paper Sizes

The following table lists the paper sizes supported by each paper tray, output tray, and the duplex module.

NOTE: For the capacity of each tray, refer to *Appendix* on page 421.

Standard Sizes

NOTE: The standard sizes of paper that can be detected vary depending on the paper size table specified by the System Administrator. For information on setting the paper size table, refer to *Paper Size Settings in the Setups chapter on page 78*.

Paper Trays - Standard Sizes

Paper Size	Dimensions (mm)		LEF/ SEF	Tray 1, 2 / Tray 3, 4 (Two Tray Module)	Tray 3, 4 (High Capacity Tandem Tray)	Tray 5 (Bypass Tray)	Tray 6 (High Capacity Feeder)	Envelope Tray
A6	105.0	148.0	LEF			O		
A5	148.0	210.0	SEF			O		
			LEF			O		
A4	210.0	297.0	SEF	O		O		
			LEF	O	O	O	O	
A3	297.0	420.0	SEF	O		O		
B6	128.5	182.0	SEF			O		
B5	182.0	257.0	SEF	O		O		
			LEF			O		
B4	257.0	364.0	SEF	O		O		
5.5 × 8.5"	139.7	215.9	SEF	O		O		
			LEF			O		

Paper Size	Dimensions (mm)		LEF/ SEF	Tray 1, 2 / Tray 3, 4 (Two Tray Module)	Tray 3, 4 (High Capacity Tandem Tray)	Tray 5 (Bypass Tray)	Tray 6 (High Capacity Feeder)	Envelope Tray
7.25 × 10.5"	184.2	266.7	SEF			O		
			LEF	O	O	O	O	
8.5 × 11"	215.9	279.4	SEF	O		O		
			LEF	O	O	O	O	
8.5 × 13"	215.9	330.2	SEF	O		O		
8.5 × 14"	215.9	355.6	SEF	O		O		
11 × 17"	297.4	431.8	SEF	O		O		
16K (Taiwan)	194.0	267.0	SEF			O		
			LEF			O		
8K (Taiwan)	267.0	388.0	SEF			O		
16K (China)	195.0	270	SEF			O		
			LEF			O		
8K (China)	270.0	390.0	SEF			O		
Postcard	100.0	148.0	LEF			O		
Prepaid Postcard	200.0	148.0	SEF			O		
4 x 6"	101.6	152.4	LEF			O		
European 3 (Chouyoukei 3) Envelope	120.0	235.0	LEF			O		
Commercial 10 Envelope	104.8	241.3	LEF			O		O
Monarch Envelope	98.4	190.5	LEF			O		O
DL Envelope	110.0	220.0	LEF			O		O
C4 Envelope	229.0	324.0	SEF			O		
C5 Envelope	162.0	229.0	LEF			O		O

O : Available

blank : Not available

Output Trays/Duplex Module - Standard Sizes

Paper Size	Dimensions (mm)		LEF/ SEF	Center Tray	Left Side Tray	Integrated Office Finisher	Office Finisher LX	Duplex Module
A6	105.0	148.0	LEF	O	O	O		
A5	148.0	210.0	SEF	O	O	O		O
			LEF	O	O	O		O
A4	210.0	297.0	SEF	O	O	O	O	O
			LEF	O	O	O	O	O
A3	297.0	420.0	SEF	O	O	O	O	O
B6	128.5	182.0	SEF	O	O	O		
B5	182.0	257.0	SEF	O	O	O		O
			LEF	O	O	O	O	O
B4	257.0	364.0	SEF	O	O	O	O	O
5.5 × 8.5"	139.7	215.9	SEF	O	O	O		O
			LEF	O	O	O		O
7.25 × 10.5"	184.2	266.7	SEF	O	O	O		O
			LEF	O	O	O	O	O
8.5 × 11"	215.9	279.4	SEF	O	O	O	O	O
			LEF	O	O	O	O	O
8.5 × 13"	215.9	330.2	SEF	O	O	O	O	O
8.5 × 14"	215.9	355.6	SEF	O	O	O	O	O
11 × 17"	297.4	431.8	SEF	O	O	O	O	O
16K (Taiwan)	194.0	267.0	SEF	O	O	O		O
			LEF	O	O	O	O	O
8K (Taiwan)	267.0	388.0	SEF	O	O	O	O	O
16K (China)	195.0	270	SEF	O	O	O		O
			LEF	O	O	O	O	O
8K (China)	270.0	390.0	SEF	O	O	O	O	O
Postcard	100.0	148.0	LEF	O	O	O		
Prepaid Postcard	200.0	148.0	SEF	O	O	O		
4 x 6"	101.6	152.4	LEF	O	O	O		
European 3 (Chouyoukei 3) Envelope	120.0	235.0	LEF	O	O	O		
Commercial 10 Envelope	104.8	241.3	LEF	O	O	O		
Monarch Envelope	98.4	190.5	LEF	O	O	O		
DL Envelope	110.0	220.0	LEF	O	O	O		
C4 Envelope	229.0	324.0	SEF	O	O	O		
C5 Envelope	162.0	229.0	LEF	O	O	O		

O : Available

blank : Not available

Paper Trays - Non-standard Sizes

Paper Size	Tray 1, 2 / Tray 3, 4 (Two Tray Modules)	Tray 3, 4 (High Capacity Tandem Tray)	Tray 5 (Bypass Tray)	Tray 6 (High Capacity Feeder)	Envelope Tray
Width	139.7-297.0 mm 5.5-11.8"	Not Available	88.9-297.0 mm 3.6-11.8"	Not Available	148.7-241.0 mm 5.9-9.6"
Length	182.0-431.8 mm 7.2-17.2"		98.4-431.8 mm 3.9-17.2"		98.4-162.0 mm 3.9-6.4"

Output Trays/Duplex Module - Non-standard Sizes

Paper Size	Center Tray	Left Side Tray	Integrated Office Finisher	Office Finisher LX	Duplex Module
Width	88.9-297.0 mm 3.6-11.9"	88.9-297.0 mm 3.6-11.9"	88.9-297.0 mm 3.6-11.9"	210.0-297.0 mm 8.4-11.9"	139.7-297.0 mm 3.5-11.9"
Length	98.4-431.8 mm 3.9-17.2"	98.4-432.0 mm 3.9-17.3"	98.4-431.8mm 3.9-17.2"	182.0-431.8 mm 7.3-17.2"	182.0-431.8 mm 5.1-17.2"

Supported Paper Types

The following table lists the paper types supported by each paper tray, duplex module, and the finisher.

⚠ **WARNING**

• Do not use conductive paper, e.g. carbonic paper or coated paper.

Paper Trays

Paper Type	Weight g/m^2	Tray 1	Tray 2, Tray 3, 4 (Two Tray Module/ High Capacity Tandem Tray)	Tray 5 (Bypass Tray)	Tray 6 (High Capacity Feeder)	Envelope Tray
Plain	60-105	O	O	O	O	
Plain Reload*[1]		O	O	O	O	
Recycled		O	O	O	O	
Custom Paper 1 - 5		O	O	O	O	
Punched		O	O	O	O	
Letterhead		O	O	O	O	
Pre-Printed		O	O	O	O	
Other		O	O	O	O	
Lightweight	56-63	O	O	O	O	
Heavyweight	106-169		O	O	O	
Extra Heavyweight	170-215		O	O	O	

Paper Type	Weight g/m²	Tray 1	Tray 2, Tray 3, 4 (Two Tray Module/ High Capacity Tandem Tray)	Tray 5 (Bypass Tray)	Tray 6 (High Capacity Feeder)	Envelope Tray
Bond Paper	170-215		O	O	O	
Envelope	170-215			O		O
Labels	–	O	O	O	O	
Transparency	–	O	O	O	O	

O : Available

blank : Not available

*1: Plain Reload refers to paper already printed on one side.

NOTE: When printing onto postcards or envelopes, Extra Heavyweight should be selected, and the size should be specified.

NOTE: Depending on the heavyweight paper used, the paper cannot be loaded Short Edge Feed. In that case, load the paper Long Edge Feed.

NOTE: Depending on the type of paper used and the operating environment, the paper may not be fed into the machine properly, or print quality may be negatively affected.

Output Trays/Duplex Module

Paper Type	Weight g/m^2	Center Tray	Left Side Tray	Integrated Office Finisher	Office Finisher LX	Duplex Module
Plain	60-105	O	O	O	O	O
Plain Reload*[1]		O	O	O	O	
Recycled		O	O	O	O	O
Custom Paper 1 - 5		O	O	O	O	O
Punched		O	O	O	O	O
Letterhead		O	O	O	O	O
Pre-Printed		O	O	O	O	O
Other		O	O	O	O	O
Lightweight	56-63	O	O	O	O	O
Heavyweight	106-169	O	O	O	O	
Extra Heavyweight	170-215	O	O	O	O	
Bond Paper	170-215	O	O	O	O	
Envelope	170-215	O	O	O		
Labels	–	O	O	O		
Transparency	–	O	O	O		

O : Available

blank : Not available

*1: Plain Reload refers to paper already printed on one side.

3 Maintenance

This chapter describes the maintenance tasks that are required periodically to maintain the machine in proper working order.

Ordering Supplies

A variety of supplies are available for the machine, including machine-specific consumables such as a toner cartridge, a drum cartridge, staple cartridges and refills. General-use supplies are also available, such as glass cleaners, cleaning solvents, paper and media products.

To obtain supplies, contact the local Xerox Sales Representative, giving the company name, the product number and the machine's serial number.

Use the space below to record the telephone number.

Supplies Telephone Number:

_____

NOTE: If you do not use the consumables recommended by Xerox, the performance of the machine may not be at its optimum level. Use only the consumables recommended by Xerox.

Cleaning the Machine

This section describes how to clean the machine to help maintain high performance.

> ⚠ **WARNING**
>
> • Do not use aerosol cleaners. Aerosol cleaners can be explosive or flammable when used on electromechanical equipment. Before cleaning this product, unplug the product from the electrical outlet. Always use materials specifically designated for this product. The use of other materials may result in poor performance and create a hazardous situation. Always unplug this equipment from the electrical outlet before cleaning.

Control Panel and Touch Screen

Clean the exterior of the machine, touch screen, and control panel on a regular basis to keep them free from dust, dirt, and fingerprint smudges. Wipe the exterior surfaces with a soft, firmly wrung cloth moistened with water. Do not use cleaning agents other than water or neutral detergent. Wipe off any excess water with a dry cloth.

Document Glass and Document Feeder Glass

Clean the document cover and document glass monthly to prevent streaks, smears, and other marks from appearing on copies or prints. If the optional document feeder is installed, also clean the film and document feeder glass.

1. Wipe the document cover and document glass with a soft cloth moistened with water or Xerox-approved cleaner to remove any marks, and then wipe with a soft, dry cloth.

2. If the document feeder is installed, wipe the document feeder glass and the film on the cover with a soft cloth moistened with water or Xerox-approved cleaner to remove any marks, and then wipe with a soft, dry cloth.

Feeder film

Document cover

Document feeder glass

Document glass
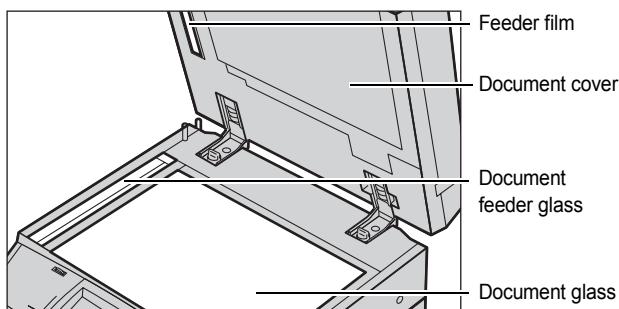
Document Feeder Rollers

If the machine is installed with a document feeder, clean the feeder rollers monthly to prevent streaks appearing on the output and to prevent document feeder paper jams.

1. Open the document feeder cover.

2. Wipe the document feeder rollers while turning them with a soft cloth moistened with water to remove any dirt.

3. Close the cover.

Document feeder rollers
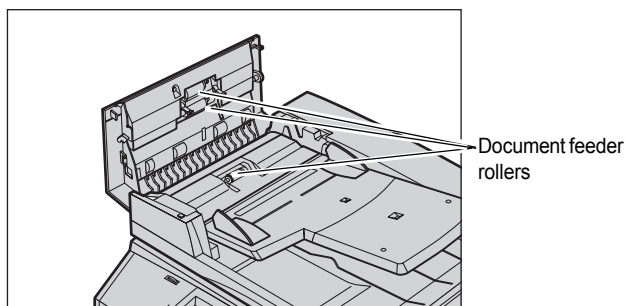
Replacing the Drum Cartridge

The drum cartridge is a customer replaceable unit. The machine will display a warning message before the drum reaches the end of its life. When the message is displayed, order a replacement cartridge to ensure continuous operation.

⚠ **CAUTION**

• Keep the drum and toner cartridges out of the reach of children. If a child accidentally swallows toner, spit it out, rinse mouth with water, drink water and consult a physician immediately.

• When replacing the drum and toner cartridges, be careful not to spill the toner. In case of any toner spills, avoid contact with clothes, skin, eyes and mouth as well as inhalation.

Removing the Old Drum Cartridge

1. Make sure that the machine is not operating, and open the front cover.
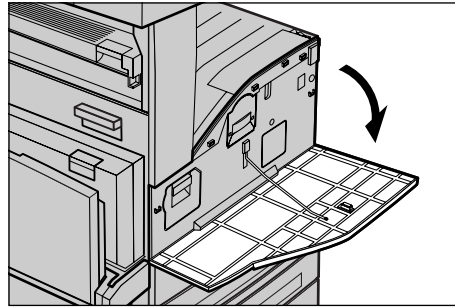
2. Open the bypass tray and then Cover A while lifting up the release lever.
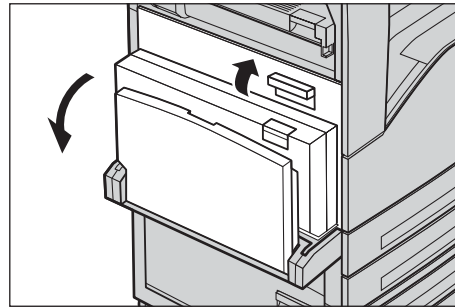
3. Lift up the colored lever, and slide the drum cartridge out until you can grasp the handle on top of the cartridge.
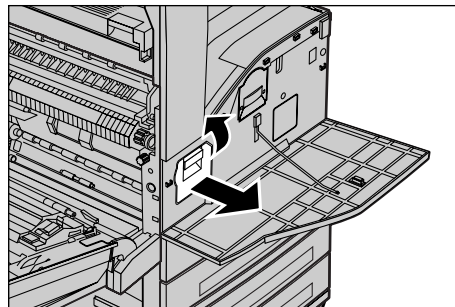
4. Hold the handle and remove the cartridge from the machine.
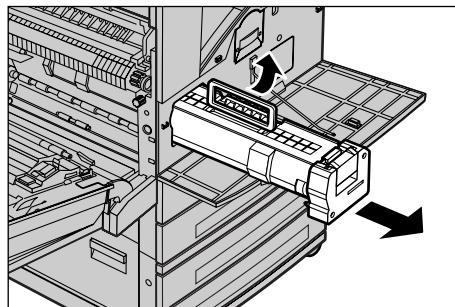
NOTE: When replacing the drum cartridge, make sure that the new cartridge is the correct one specified for the machine.

Inserting the New Drum Cartridge

1. Remove the new drum cartridge from the box.

2. Carefully remove the protective sheet from the cartridge by pulling up the sealing tape.
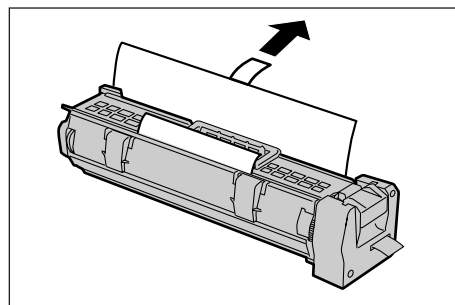
3. Insert the cartridge as shown in the illustration, and slide it into the machine until it clicks.
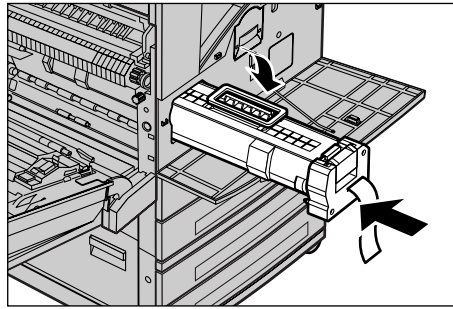
4. Pull the cartridge tape straight out without breaking it.
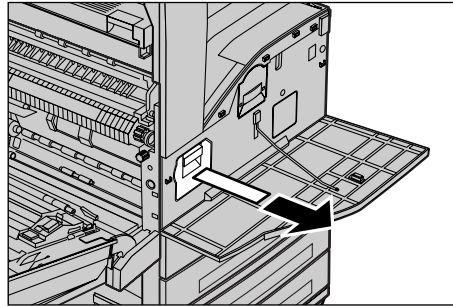
5. Push the cartridge again to ensure it is positioned correctly.
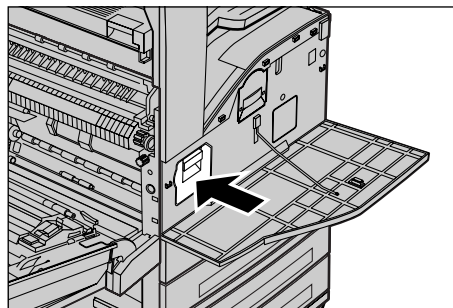
6. Close Cover A until it latches, and then close the bypass tray.
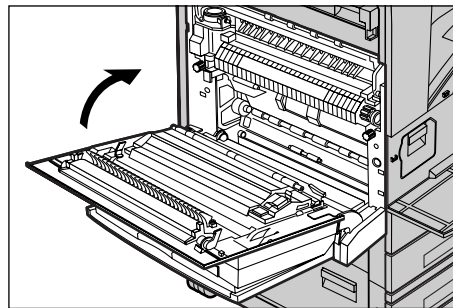
7. Close the front cover.

NOTE: If the front cover is not completely closed, a message will appear and the machine will not operate.
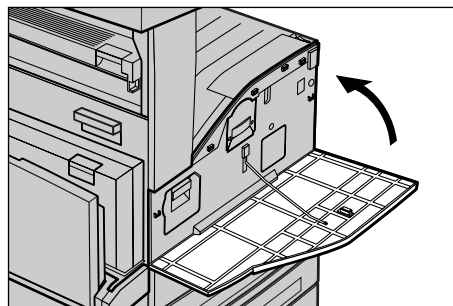
Replacing the Toner Cartridge

The toner cartridge is a customer replaceable unit. The touch screen will display a message when the cartridge needs to be replaced.

⚠ **WARNING**

- Use a broom or a wet cloth to wipe off spilled toner. Never use a vacuum cleaner for the spills.

⚠ **CAUTION**

- Keep the drum and toner cartridges out of the reach of children. If a child accidentally swallows toner, spit it out, rinse mouth with water, drink water and consult a physician immediately.

- When replacing the drum and toner cartridges, be careful not to spill the toner. In case of any toner spills, avoid contact with clothes, skin, eyes and mouth as well as inhalation.

- If toner spills onto your skin or clothing, wash it off with soap and water.

Removing the Old Toner Cartridge

1. Make sure that the machine is not operating, and open the front cover.

2. Pull the toner cartridge out until you can grasp the handle on top of the cartridge.

3. Hold the handle and remove the cartridge from the machine.
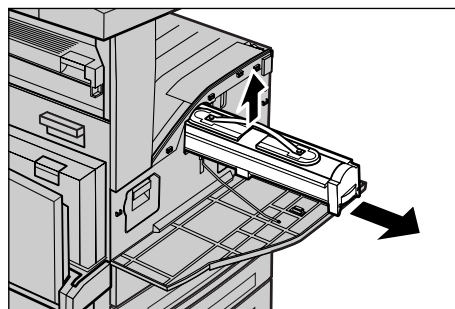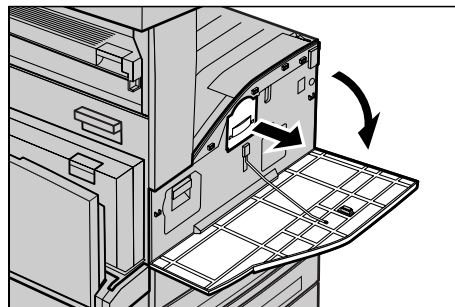
NOTE: Be careful when handling the empty cartridge to avoid spilling any residue toner.

Inserting the New Toner Cartridge

1. Remove the new toner cartridge from the box. Before removing the cartridge from the bag, shake it from side to side to evenly distribute the toner inside.

2. Insert the cartridge as shown in the illustration, and slide it into the machine until it clicks.

3. Close the front cover.

NOTE: If the front cover is not completely closed, a message will appear and the machine will not operate.
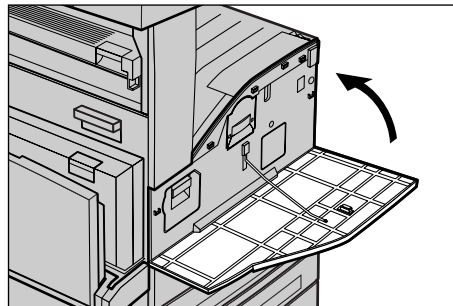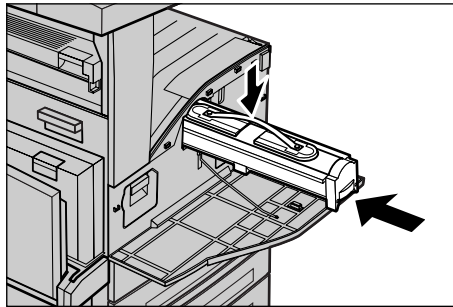
Loading Staples in the Integrated Office Finisher (Optional)

The Integrated Office Finisher contains an automatic stapler. When the finisher runs out of staples, a message appears on the touch screen. When this message is displayed, load a new staple case into the staple cartridge.

1. Make sure that the machine is not operating, and open the front cover of the finisher.
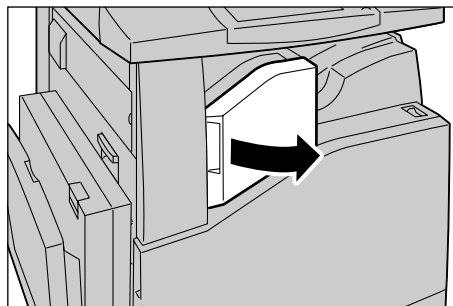
2. Take the staple cartridge out of the finisher.
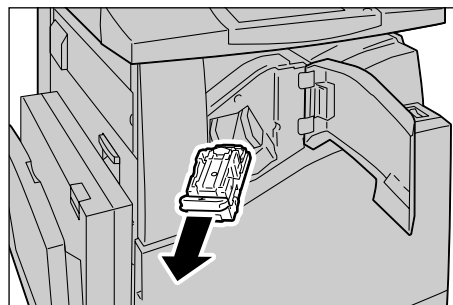
3. After removing the staple cartridge, check the inside of the finisher for any remaining staples.
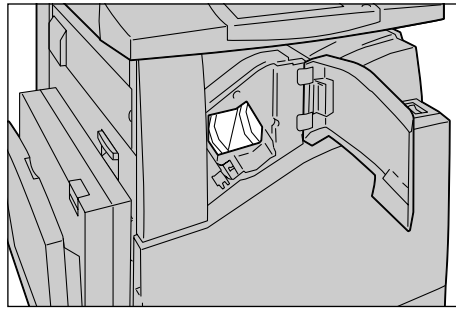
4. Pinch both sides of the empty staple case with your fingers (1), and remove the staple case from the cartridge (2).
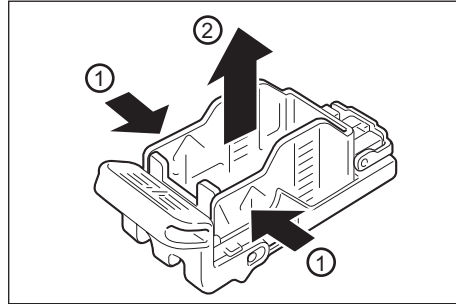
5. Insert the front side of the new staple case into the staple cartridge (1), and then push the rear side into the cartridge (2).
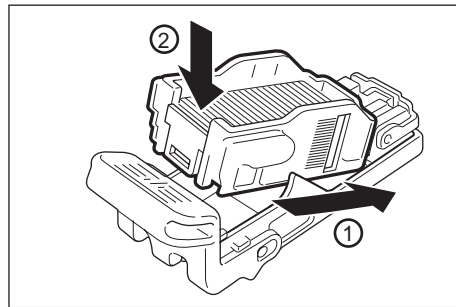
6. Return the staple cartridge to its original position
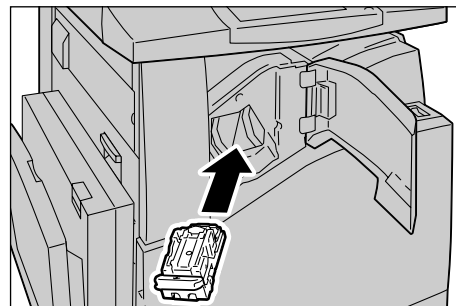
7. Close the front cover of the finisher.

NOTE: If the front cover is not completely closed, a message will appear and the machine will not operate.

Loading Staples in the Office Finisher LX (Optional)

The Office Finisher LX contains an automatic stapler. When the finisher runs out of staples, a message appears on the touch screen. When this message is displayed, load a new staple case into the staple cartridge.

1. Make sure that the machine is not operating, and open the front cover of the finisher.
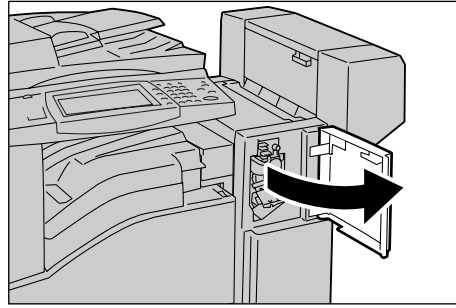
2. Hold the staple cartridge by the lever R1 and pull it to the right.

Lever R1
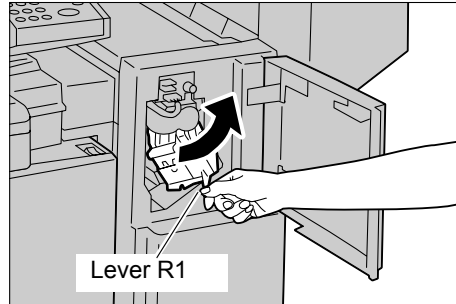
3. Hold the staple cartridge by the orange lever and remove it from the finisher.

NOTE: The staple cartridge is firmly inserted. A slight force is required to pull the cartridge out of the finisher.
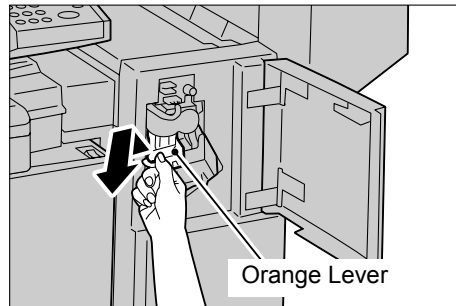
Orange Lever

4. Pinch both sides of the empty staple case with your fingers (1), and remove the staple case from the cartridge (2).
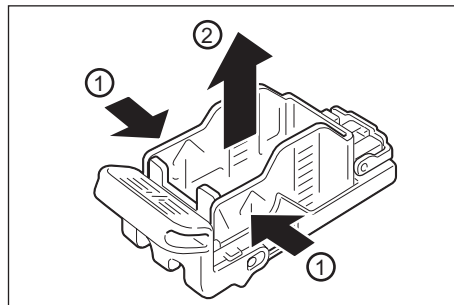
5. Insert the front side of the new staple case into the staple cartridge (1), and then push the rear side into the cartridge (2).

6. Hold the staple cartridge by the orange lever, and insert it into the finisher until it clicks.

7. Close the front cover of the finisher.
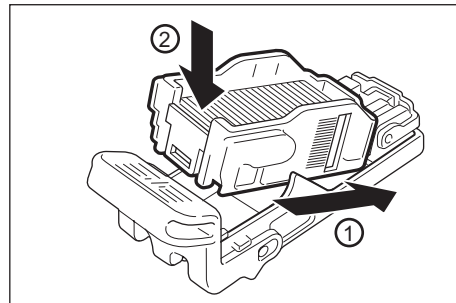
NOTE: If the front cover is not completely closed, a message will appear and the machine will not operate.

Loading the Booklet Staples in the Office Finisher LX (Optional)

If the optional Booklet Maker is installed, a message appears on the touch screen when the unit runs out of staples. When the message is displayed, load a new staple cartridge into the Booklet Maker. The Booklet Maker contains two staple cartridges.

1. Make sure that the machine is not operating, and open the side cover of the finisher.
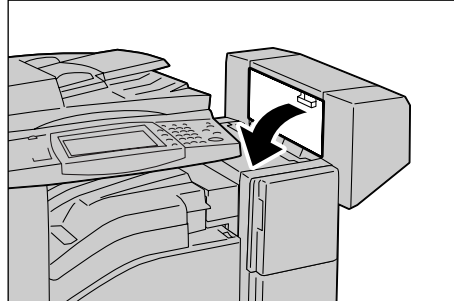
2. Hold the tabs on both sides of the booklet staple cartridge and pull the cartridge out of the finisher.
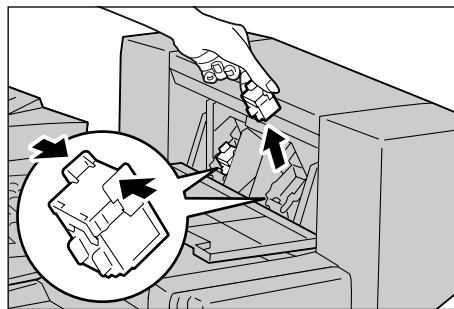
3. Hold the tabs on both sides of the new booklet staple cartridge, and insert it into the original position until it clicks.

NOTE: If you have trouble inserting the cartridge, make sure that the staples in the cartridge are properly in place.
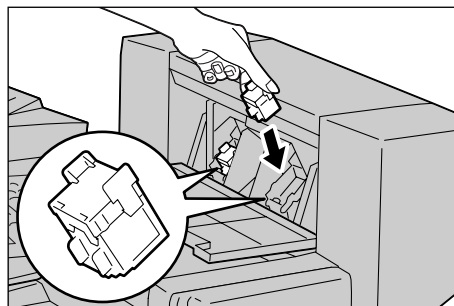
4. Repeat steps 2 and 3 to replace the other booklet staple cartridge.

5. Close the side cover of the finisher.

NOTE: If the side cover is not completely closed, a message will appear and the machine will not operate.

Emptying the Hole Punch Waste Container (Optional)

The Hole Punch Unit for the Office Finisher LX contains a hole punch waste container. When the hole punch waste container becomes full, a message appears on the touch screen. When the message is displayed, empty the hole punch waste container.

Make sure to discard all paper chads when emptying the hole punch waste container. If you do not empty the container completely, the container becomes full before a

message stating to empty the container appears again, and this can cause a
breakdown of the machine.

NOTE: Make sure you empty the hole punch waste container when the power is on. If
you empty the container when the power is off, the machine will not recognize that the
container has been emptied.

1. Make sure that the machine is not
operating, and open the front
transport cover of the finisher.
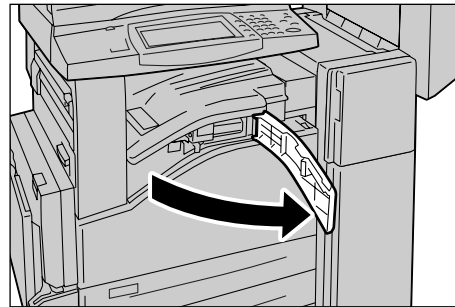
2. Pull out the hole punch waste
container.
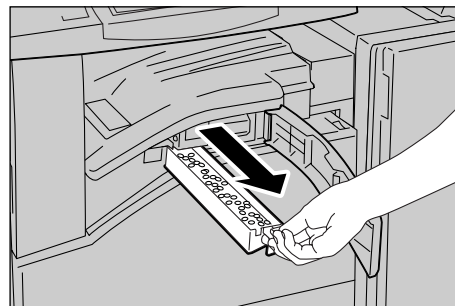
3. Empty the container.
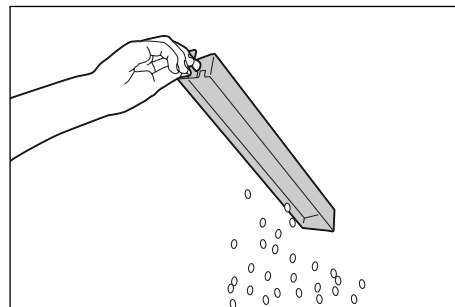
4. Insert the empty hole punch waste
container all the way into the
finisher.
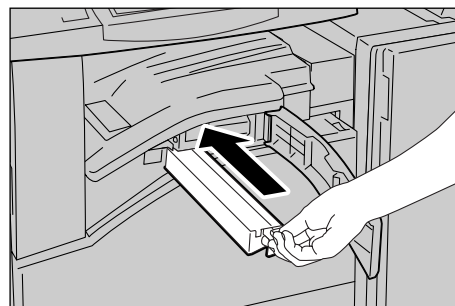
5. Close the front transport cover of the finisher.

NOTE: If the center front transport cover of the finisher is not completely closed, a
message will appear and the machine will not operate.

4 Job Status

This chapter contains information on the job status screens and the features available.

Job Status

This feature allows you to check the progress of incomplete jobs, or display the detailed information of completed jobs. The newest job will be displayed at the top of the list. You can also check, delete, or print documents stored in the public mailbox (polling box) of the machine. Use the scroll bar to switch between screens.

For more information on each button, refer to the following:

Active Jobs – page 40
Completed Jobs – page 41
Secure Print Jobs & More – page 42

1. Press the <Job Status> button on the control panel.

NOTE: Press the <Features> or <All Services> button at any time to exit.

<Job Status> button
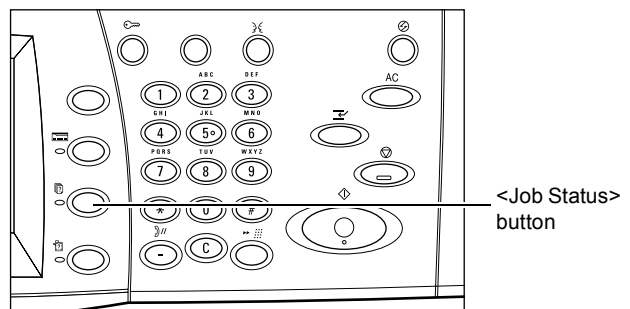
2. Select the required option.

Active Jobs	Completed Jobs	Secure Print Jobs & More	Print Waiting Jobs	View by Job Type

#	Owner	Name		Status	
001	White	Copy Job	00002	Printing	▲
002	Fuji	FileName1234	00003	Job in Progress	
003	Smith	FTP Transfer	00004	Transferring	
004	Brown	Fax Send	00005	Sending	
005	Smith	FileName234	00040	Held: Sample	▼

Active Jobs

This screen allows you to view incomplete jobs that are waiting, in progress, or suspended. It also allows you to view Secure Print, Sample Set, or Delayed Print documents that are currently stored in the machine. You can see job attributes or promote/delete jobs.

1. Press the <Job Status> button on the control panel.

2. Select the [Active Jobs] tab.

NOTE: Use the scroll bar to switch between screens.

3. Select a job to cancel or promote as required.

Print Waiting Jobs

Prints the jobs waiting in the incomplete jobs queue.

View by Job Type

Allows you to display only the selected type of jobs.

Owner

Displays the owner of each job.

Name

Identifies each job by job number and type.

Status

Displays the status of each job, such as printing, transferring, and sending.

Pop-up Menu

Selecting an active job in the [Active Jobs] screen displays the pop-up menu that allows you to delete the job, release the job, or view the details of the job. The items displayed on the menu are different depending on the job type and status.

- Delete - Deletes the job, or displays a page that asks whether or not to delete the job, depending on the job type.

- Release - Prints the stored document.

- Promote - Processes the job immediately after the one that is currently being processed.

- Job Details/Details - Displays a job screen where you can view the details of the job.

- Close Menu - Closes the pop-up menu.

Job Screen

A job screen allows you to view the details of a job or stored document and select the following buttons. The content of the screen and the buttons displayed vary depending on the service type and status of the job or stored document.

Delete

Cancels a job that is being processed or on hold, or deletes a stored document from the machine's memory.

Promote Job

Promotes a job to be processed immediately after the one being processed.

Last Original

Indicates the current scan batch is the last in a job to be scanned.

Next Original

Sequentially scans more sections in the same scan job.

Start

Starts scanning the next document or prints a job being held on the machine.

Release

Prints a stored document.

Completed Jobs

This screen allows you to view the completed jobs in the machine. You can select a job in the list to display detailed attributes for that job. The contents of each screen may differ depending on the type or status of the job.

1. Press the <Job Status> button on the control panel.

2. Select the [Completed Jobs] tab. Use the scroll bar to switch between screens.

Active Jobs	Completed Jobs	Secure Print Jobs & More	✓ Group Parent Jobs	View by Job Type
#	Owner	Name	Status	CompletionTime
001	User123	Copy Job	01234	Completed	4/6 8:10 AM
002	User234	FTP Trasfer	02468	Completed - Error	4/6 8:10 AM
003	User001	Fax Send	03702	Deleted	4/6 8:10 AM
004	User111	Copy Job	04936	Shutdown	4/6 8:10 AM
005	User001	Report	06170	Completed-Warned	4/6 8:10 AM

Group Parent Jobs

Select this check box to group all parent jobs, such as fax broadcasting jobs and jobs executed using a job flow sheet.

View by Job Type

Allows you to display only the selected type of jobs.

Owner

Displays the owner of each job.

Name

Identifies each job by job number and type.

Status

Displays the status of each job, such as completed, deleted, and shutdown.

Completion Time

Displays the completion date and time of each job.

Job Attributes

Select a job on the [Completed Jobs] screen to display the job attributes. The attributes displayed vary depending on the type of job.
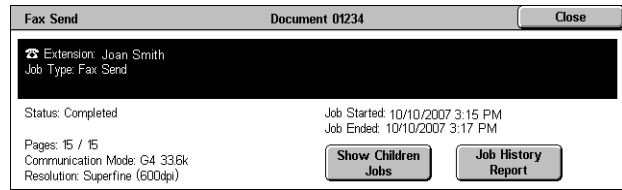
Show Children Jobs

Select this button to show all child jobs for the selected job. The button is displayed only when there are child jobs available.

Job History Report

Select this button to print a job history report for both parent and child jobs.

NOTE: The Job History Report feature is enabled by setting [System Settings] > [Common Settings] > [Reports] > [Print Reports Button] to [Enabled]. For more information, refer to *Reports in the Setups chapter on page 72.*

Secure Print Jobs & More

This screen allows you to check, print, or delete documents stored in the machine.

NOTE: Some of the features on this screen may not be displayed depending on the system settings and machine configuration.

For more information, refer to the following:

Charge Print – page 43
Private Charge Print – page 44
Secure Print – page 44
Sample Set – page 45
Delayed Print – page 46
Public Mailbox – page 46
Undelivered Faxes – page 47

1. Press the <Job Status> button on the control panel.

2. Select the [Secure Print Jobs & More] tab.

3. Select the required option.
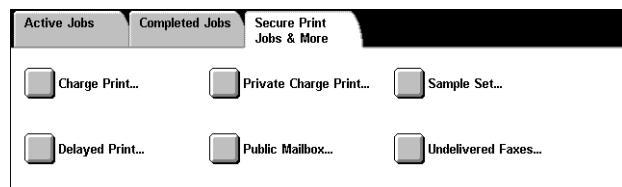
Charge Print

The Charge Print feature temporarily stores documents on the machine per billing ID. The feature prevents unauthorized printing by requiring users to log in to the machine before printing. Documents without a billing ID are stored under [No User ID], and do not require user login to be printed.

NOTE: Billing IDs can be set up on the print driver. For more information, refer to the online help provided for the print driver.

NOTE: This feature is displayed when one of the following is selected under [Tools] > [System Settings] > [Authentication/Security Settings] > [Authentication] > [Charge/Private Print Settings] > [Receive Control] in the System Administration mode:
  - [Save in Charge Print]
  - [According to Print Auditron] > [Job Login Failure] > [Save in Charge Print]
  - [According to Print Auditron] > [Job without User ID] > [Save in Charge Print]
  - [Save in Private Charge Print] > [Job without User ID] > [Save in Charge Print]

1. Select [Charge Print] on the [Secure Print Jobs & More] screen.

2. Select a billing user ID, and then the [Document List] button.
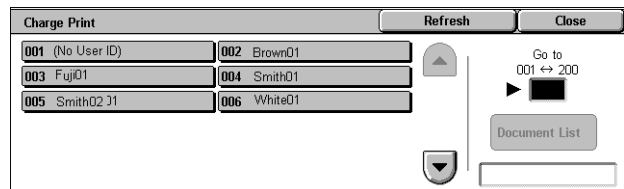
NOTE: Use the scroll buttons to switch between screens.

3. Enter the passcode for the billing user ID, and select [Confirm].

NOTE: The passcode entry screen will not appear if a passcode is not set up for the billing ID.

4. Select a document to print or delete.

5. Select the required option.

Refresh

Refreshes the displayed information.

Go to

Specifies the Charge Print number to be displayed on the screen. Enter a number within the range of 001 to 200 using the scroll buttons or the numeric keypad.

Document List

Displays the list of stored documents for the selected billing ID in the list. The following options are available:

• Delete - Deletes a document selected in the list.

• Print - Prints a document selected in the list. After printing, the document will be deleted.

Private Charge Print

The Private Charge Print feature temporarily stores documents per user ID, until a user logs in and manually prints them from the machine's control panel. This feature only displays documents of a logged-in user, and thus provides security and privacy to documents stored in the machine.

NOTE: This feature is displayed only when [System Settings] > [Authentication/ Security Settings] > [Authentication] > [Charge/Private Print Settings] > [Receive Control] > [Save in Private Charge Print] is selected.

1. Press the <Log In/Out> button.

2. Enter your user ID using the screen board or numeric keypad on the control panel, and select [Confirm].

3. Select [Private Charge Print] on the [Secure Print Jobs & More] screen.

NOTE: If you log in to the machine with the System Administrator's ID, a list of login user IDs is displayed on the screen. Select the desired user ID from the list or enter it in [Go to], and select [Document List]. The documents stored for the selected user ID will be displayed.
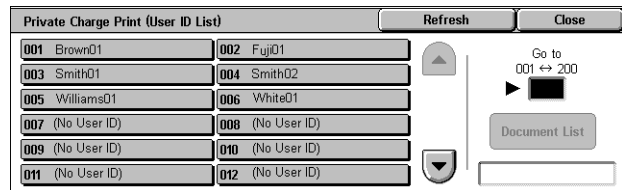
4. Select a document to print or delete.

5. Select the required option.
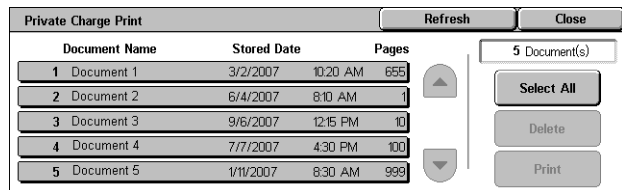
Refresh

Refreshes the displayed information.

Select All

Selects all documents in the list.

Delete

Deletes a document selected in the list.

Print

Prints a document selected in the list. After printing, the document will be deleted.

Secure Print

This feature allows you to print or delete passcode-protected stored documents. A secure print job requires a user ID and a passcode registered in the machine.

1. Select [Secure Print] on the [Secure Print Jobs & More] screen.

2. Select a user ID.

NOTE: Use the scroll buttons to switch between screens.
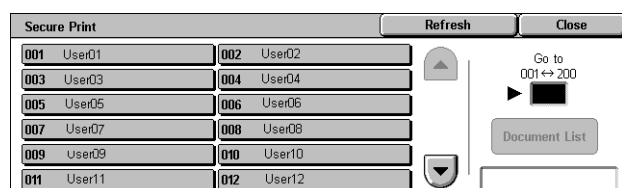
3. Select [Document List].

4. Enter the passcode for the user ID, and select [Confirm].

5. Select a document to print or delete.

6. Select the required option.

Refresh

Refreshes the displayed information.

Go to

Specifies the Secure Print number to be displayed on the screen. Enter a number within the range of 001 to 200 using the scroll buttons or the numeric keypad.

Document List

Displays the passcode entry screen for the selected user ID. Enter the passcode to display the list of stored documents. The following options are available:

• Select All - Selects all documents in the list.

• Delete - Deletes a document selected in the list.

• Print - Prints a document selected in the list. Select whether or not to delete the document after printing.

NOTE: Only the System Administrator can access the stored documents without entering the passcode.

Sample Set

This feature allows you to print a sample set of a document prior to printing the whole quantity. You can choose whether or not to print more sets after checking the print result.

1. Select [Sample Set] on the [Secure Print Jobs & More] screen.

2. Select a user ID.

NOTE: Use the scroll buttons to switch between screens.

3. Select [Document List].

4. Select a document to print or delete.

5. Select the required option.

Refresh

Refreshes the displayed information.

Go to

Specifies the Sample Set number to be displayed on the screen. Enter a number within the range of 001 to 200 using the scroll buttons or the numeric keypad.

Document List

Displays the list of stored documents for the selected user ID in the list. The following options are available:
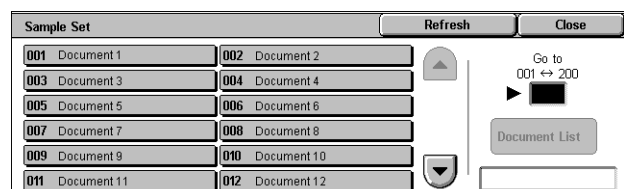
- Select All - Selects all documents in the list.

- Delete - Deletes a document selected in the list.

- Print - Prints a document selected in the list. After printing, the document will be deleted.

Delayed Print

This feature allows you to store documents on the machine for printing at a later time. You can check, print, or delete the stored documents before the specified print time.

1. Select [Delayed Print] on the [Secure Print Jobs & More] screen.

2. Select a document to print or delete.

NOTE: Use the scroll buttons to switch between screens.

3. Select the required option.

Refresh

Refreshes the displayed information.

Delete

Deletes a document selected in the list.

Print

Prints a document selected in the list.

Public Mailbox

This feature allows you to check, print, and delete documents stored in the public mailbox (polling box) on the machine for polling.

For more information, refer to the Fax chapter in the User Guide.

1. Select [Public Mailbox] on the [Secure Print Jobs & More] screen.

2. Select a document to print or delete.

NOTE: Use the scroll buttons to switch between screens.

3. Select the required option.

Refresh

Refreshes the displayed information.

Document/Type

Identifies each document by number and type.

Stored Date

Displays the date the document was stored.

Pages

Displays the number of printed, scanned, sent, or received pages.

Select All

Selects all the documents in the [Public Mailbox].

Print

Prints a document selected in the list.

Delete

Deletes a document selected in the list.

Undelivered Faxes

This feature allows you to delete or resend undelivered faxes. You can resend faxes to their original recipient or change the recipient.

1. Select [Undelivered Faxes] on the [Secure Print Jobs & More] screen.

2. Select a document to delete or resend.
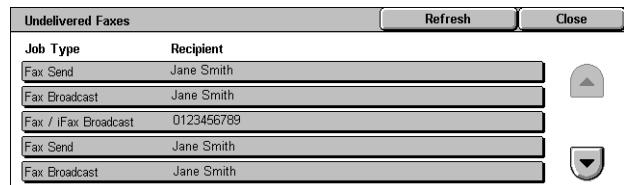
NOTE: Use the scroll buttons to switch between screens.

3. Press the <Start> button on the control panel to resend the fax to the original recipient. Alternatively, select to delete the document or send the document to a different recipient.
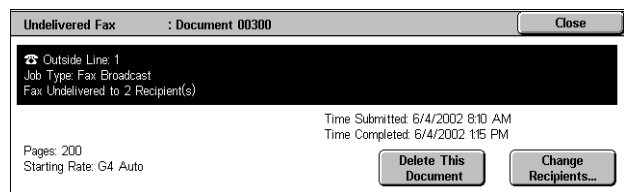
Delete This Document

Deletes the selected document. A confirmation screen will be displayed before the document is deleted.

Change Recipients

Displays the [Resend Fax] screen where you can specify a new fax recipient.

[Resend Fax] Screen

1. Select the [Change Recipients] button on the [Undelivered Fax] screen.

2. Specify a new recipient using the [New Recipients] or [Address Book] button.
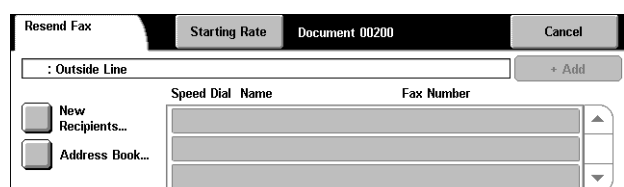
New Recipients

Displays a keyboard which allows you to directly enter a recipient. For information on how to enter a recipient on the keyboard, refer to the Fax chapter in the User Guide.

Address Book

Displays a page which allows you to select a recipient from the Address Book. For information on how to select a recipient from the Address Book, refer to the Fax chapter in the User Guide.

Starting Rate

Displays the [Starting Rate] screen where you can select the [G3 Auto] or [Forced 4800 bps] communication mode for fax transmissions. For more information, refer to the Fax chapter in the User Guide.

5 Machine Status

This chapter describes how to check the machine status, billing meter, and status of consumables. It also describes how to print various reports/lists and how to access the System Administration mode.

For information on each tab, refer to the following:

Machine Information – page 49
Faults – page 58
Supplies – page 58
Billing Information – page 59
Tools – page 60

1. Press the <Machine Status> button on the control panel.

NOTE: Press the <Features> or <All Services> button at any time to exit.
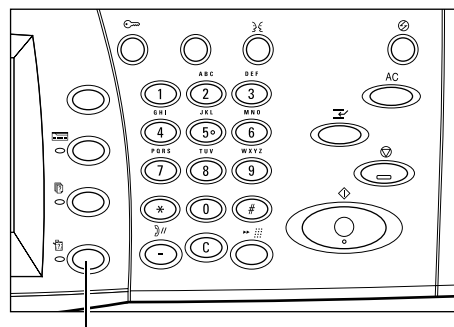
<Machine Status> button

2. Select the required option.
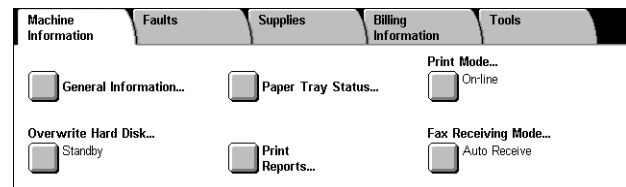
Machine Information

This section describes how to view general information about the machine, the status of paper trays and the hard disk, and how to change the print mode or fax receiving mode.

For more information on the features available, refer to the following:

General Information – page 50
Paper Tray Status – page 50
Print Mode – page 51
Overwrite Hard Disk – page 52
Print Reports – page 52
Automatically Printed Reports/Lists – page 57
Fax Receiving Mode – page 58

1. Press the <Machine Status> button on the control panel.

2. Select the [Machine Information] tab.

3. Select the required option.
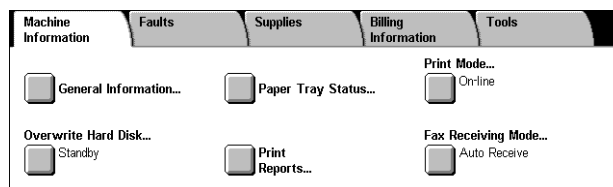
General Information

This feature allows you to view user support information, the machine's serial number and configuration, and the software versions of the machine components.

1. Select [General Information] on the [Machine Information] screen.

2. Select the required option.
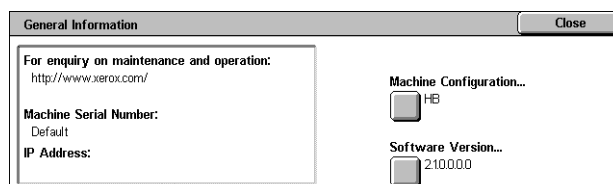
For enquiry on maintenance and operation

Displays the contact for technical support.

Machine Serial Number

Displays the serial number of the machine.

IP Address

Displays the IP address of the machine.

Machine Configuration

Displays the [Machine Configuration] screen where you can view the status of the machine components. The screen displays the hardware components and the options installed on the machine.

Software Version

Displays the [Software Version] screen where you can identify the software versions of the machine components.

Paper Tray Status

This feature allows you to check the status of each paper tray, including the bypass tray and optional trays. It also displays the size, type, and remaining amount of media in each tray.

1. Select [Paper Tray Status] on the [Machine Information] screen.

Print Mode

This feature allows you to change the default printer mode and emulation parameter settings.

For the lists of emulation parameters and their values, refer to *Emulation Parameters in the Appendix chapter on page 427.*

1. Select [Print Mode] on the [Machine Information] screen.

2. Select the required option.
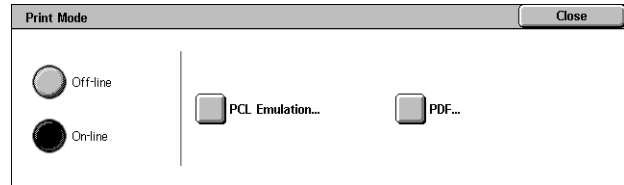
Off-line

Takes the printer off-line. The printer is unavailable in this mode.

On-line

Puts the printer on-line, ready to accept data.

PCL Emulation

Allows you to set parameter values for PCL emulation to print documents. For a list of parameters, refer to *PCL Emulation on page 427*.

1. Select [PCL Emulation] on the [Print Mode] screen.

2. Enter a 3-digit parameter item number in the [Item Number] field.

3. Select [Change Value] to change the displayed value, or select [Confirm] if no change is required.

4. If you selected [Change Value], enter the required value in the [New Value] field.

5. Select [Save].
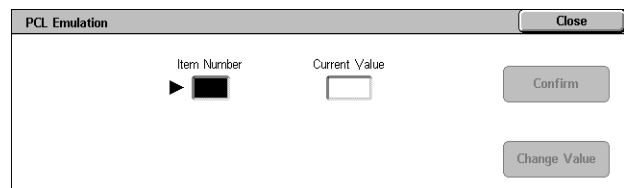
PDF

Allows you to set parameter values and a password for PDF direct printing.

NOTE: This feature is only available with the PostScript driver.

1. Select [PDF] on the [Print Mode] screen.

2. Select the required option
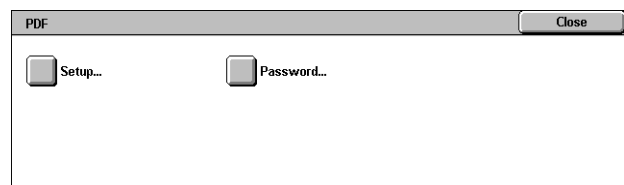
Setup

Allows you to set emulation parameter item values for PDF direct printing. For a list of PDF parameters, refer to *PDF Direct Printing on page 430*.

1. Select [Setup] on the [PDF] screen.

2. Enter a 3-digit parameter item number in the [Item Number] field.

3. Select [Change Value] to change the displayed value, or select [Confirm] if no change is required.

4. If you selected [Change Value], enter the required value in the [New Value] field.

5. Select [Save].

Password

Allows you to enter a password to restrict access to PDF direct printing.

1. Select [Password] on the [PDF] screen.

2. Enter a password using the keyboard.

3. Select [Next].

4. Re-enter the password.

5. Select [Save].

Overwrite Hard Disk

This feature displays the overwrite status of the hard disk.

NOTE: This option is displayed when [Authentication/Security Settings] > [Overwrite Hard Disk] is enabled.

1. Select [Overwrite Hard Disk] on the [Machine Information] screen.

Print Reports

This feature allows you to print various reports/lists for each service.

NOTE: [Print Reports] is displayed when [System Settings] > [Common Service Settings] > [Reports] > [Print Reports Button] is enabled. For more information, refer to *Reports in the Setups chapter on page 72.*

NOTE: Some of the reports/lists on this screen are not displayed unless you are logged in as the System Administrator.

NOTE: The reports/lists displayed on this screen vary depending on the enabled fax service.

1. Select [Print Reports] on the [Machine Information] screen.
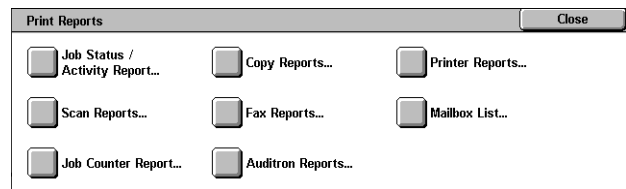
Job Status/Activity Report

NOTE: When Server Fax is enabled, the [Job Status] feature is displayed instead of the [Job Status/Activity Report] feature, and the [Activity Report] and [Stored Document List] options are not available.

1. Select [Job Status/Activity Report] on the [Print Reports] screen.

2. Select the required option.

3. Select the <Start> button on the control panel.
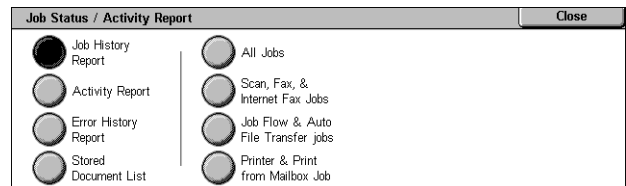
Job History Report

Lists the jobs recorded on the machine. The data for the last 200 jobs is printed. Print reports are available for [All Jobs], [Scan, Fax, & Internet Fax Jobs], [Job Flow & Auto File Transfer jobs], and [Printer & Print from Mailbox Job]. Selecting the [Include Child Jobs] check box prints one child job (related job) per line. Clearing the check box prints all child jobs in one line.

Activity Report

Lists activity results of incoming and outgoing fax communications.

Error History Report

Lists the 50 most recent errors that occurred in the machine.

Stored Document List

Lists the fax jobs queued on the machine.

Copy Reports

1. Select [Copy Reports] on the [Print Reports] screen.

2. Select the required option.

3. Select the <Start> button on the control panel.

Configuration Report

Lists common settings, such as hardware configuration, network information, and print and copy feature settings.

Printer Reports

1. Select [Printer Reports] on the [Print Reports] screen.

2. Select the required option. Use the scroll bars to switch between screens.
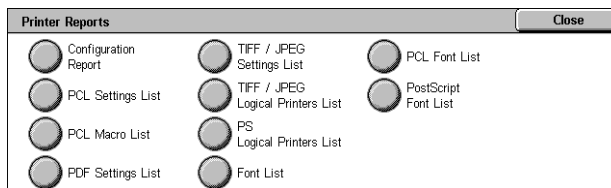
Printer Reports		Close
Configuration Report	TIFF / JPEG Settings List	PCL Font List
PCL Settings List	TIFF / JPEG Logical Printers List	PostScript Font List
PCL Macro List	PS Logical Printers List	
PDF Settings List	Font List	

3. Select the <Start> button on the control panel.

Configuration Report

Lists common settings, such as hardware configuration, network information, and print and copy feature settings.

PCL Settings List

Lists the PCL emulation mode settings.

PCL Macro List

Lists the macros registered for use with PCL emulation.

PDF Settings List

Lists the settings for PDF print mode.

TIFF/JPEG Settings List

Lists the settings for TIFF/JPEG print mode.

TIFF/JPEG Logical Printers List

Lists the settings for up to 20 logical printers created in TIFF/JPEG print mode.

PS Logical Printers List

Lists the logical printers created in PostScript mode.

Font List

Lists all the fonts available on the machine.

PCL Font List

Lists the fonts available in PCL emulation mode.

PostScript Font List

Lists the PostScript fonts available.

Scan Reports

NOTE: When Server Fax is enabled, the [Scan/Fax Reports] feature is displayed instead of the [Scan Reports] and [Fax Reports] features. The options available for the [Scan/Fax Reports] feature are identical to those of [Scan Reports].

1. Select [Scan/Fax Reports] on the [Print Reports] screen.

2. Select the required option.

3. Select the <Start> button on the control panel.

Scan / Fax Reports		Close
Reports	Configuration Report	
Job Template List	Scan / Fax Configuration Report	
Address Book	Domain Filter List	
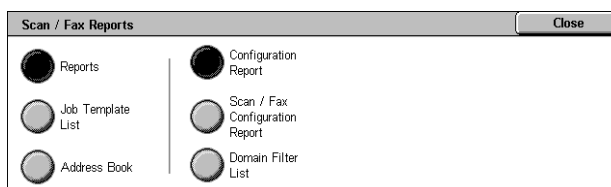
Reports

- Configuration Report - Lists common settings, such as hardware configuration, network information, and print and copy feature settings.

- Scan/Fax Configuration Report - Lists settings specific to fax and scan features.

- Domain Filter List - Lists domains registered for domain filtering.

Job Template List

Lists the job templates that can be used on the machine. For more information on job templates, refer to *Job Templates in the CentreWare Internet Services chapter on page 160*.

Address Book

Prints a list of recipient addresses and relay stations for the selected range of address numbers. Multiple ranges can be selected.

Fax Reports

NOTE: When Server Fax is enabled, the [Scan/Fax Reports] feature is displayed instead of the [Scan Reports] and [Fax Reports] features. The options available for the [Scan/Fax Reports] feature are identical to those of [Scan Reports].

1. Select [Fax Reports] on the [Print Reports] screen.

2. Select the required option.

3. Select the <Start> button on the control panel.

Reports

- Configuration Report - Lists common settings, such as hardware configuration, network information, and print and copy feature settings.

- Mailbox Selector List - Lists the settings for sorting into mailboxes.

- Scan/Fax Configuration Report - Lists settings specific to fax and scan features.

- Domain Filter List - Lists domains registered for domain filtering.

Address Book

Prints a list of recipient addresses and relay stations for the selected range of address numbers. Multiple ranges can be selected. Check boxes are available to print only group send settings or the settings for all address numbers.

Fax Comments List

Lists the comments saved for use on cover notes.

Billing Data List

Lists the billing data for fax jobs.

NOTE: This option is displayed when [Accounting] > [Accounting Type] > [Auditron Mode] > [Fax Service] is enabled.

Mailbox List

1. Select [Mailbox List] on the
[Print Reports] screen.

2. Select the required option.

3. Select the <Start> button on the
control panel.
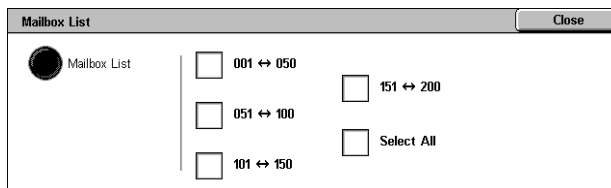
Mailbox List

Lists the mailbox settings and procedure when storing data in the mailbox.

Job Counter Report

1. Select [Job Counter Report] on
the [Print Reports] screen.

2. Select the required option.

3. Select the <Start> button on the
control panel.

Job Counter Report

Lists the job counter reports for each service.

Auditron Reports

1. Select [Auditron Reports] on the
[Print Reports] screen.

2. Select the required option.

3. Select the <Start> button on the
control panel.

When [Accounting Type] is [Accounting Disabled]

• Auditron Report (Print Jobs) - Displays the number of pages printed per user and by
all users.

When [Accounting Type] is [Local Accounting] and [Auditron Mode] is enabled

• Auditron Report (Print Jobs) - Displays an Auditron report for all print jobs completed
by the selected users.

• Auditron Report (Copy Jobs) - Displays an Auditron report for all copy jobs
completed by the selected users.

• Auditron Report (Fax Jobs) - This is displayed when [Fax] or [Internet Fax] is
enabled under [Auditron Mode], and displays an Auditron report for all fax jobs
completed by the selected users.

• Auditron Report (Scan Jobs) - This is displayed when [Scan to E-mail], [Scan to PC],
[Scan to Mailbox], or [Network Scanning] is enabled under [Auditron Mode], and
displays an Auditron report for all scan jobs completed by the selected users.

Automatically Printed Reports/Lists

This section describes the various reports/lists that can be printed automatically.

Job History Report

Lists the last 50 jobs processed on the machine. For more information, refer to *Job History Report on page 73*.

Activity Report

Lists activity results of incoming and outgoing fax communications. For more information, refer to *Activity Report on page 73*.

Transmission Report - Job Undelivered

Lists undelivered documents and their transmission status. For more information, refer to *Transmission Report - Job Undelivered on page 73*.

Transmission Report - Job Deleted

Lists transmissions cancelled by the user. For more information, refer to *Transmission Report - Job Deleted on page 73*.

Mailbox Report

Lists documents received into a mailbox. For more information, refer to *Mailbox Report on page 73*.

Broadcast/Multi-Poll Report

Lists the results of multi-poll transmissions. For more information, refer to *Broadcast/ Multi-Poll Report on page 73*.

Relay Broadcast Report

Lists the results of a relay broadcast when the broadcast ends. For more information, refer to *Relay Broadcast Report on page 73*.

Scan File Transfer Report

Shows the results of scan file transfers. For more information, refer to *Scan File Transfer Report on page 73*.

File Transfer Report - Fax Server

Shows the results of Server Fax transmissions. For more information, refer to *File Transfer Report - Fax Server on page 74*.

Job Flow Error Report

Notifies a job flow error. For more information, refer to *Job Flow Error Report on page 74*.

Copy Activity Report

Shows the usage report of a user's completed copy service session. For more information, refer to *Copy Activity Report in the Setups chapter on page 138.*

Fax Receiving Mode

This feature allows you to set the fax reception mode to [Manual Receive] or [Auto Receive].

NOTE: This feature is not displayed when Server Fax is enabled.

1. Select [Fax Receiving Mode] on the [Machine Information] screen.

Manual Receive

Starts receiving a fax or polling after you have answered the call and confirmed it is a fax.

Auto Receive

Receives a fax automatically.

Faults

This tab allows you to print a report of recent errors, the date and time of the errors, the error codes, and the status of each error. The status is either active or cleared.

NOTE: [Error History Report] is displayed when [System Settings] > [Common Service Settings] > [Reports] > [Print Reports Button] is enabled. For more information, refer to *Reports in the Setups chapter on page 72.*

1. Press the <Machine Status> button on the control panel.

2. Select the [Faults] tab.

3. Select [Error History Report] and press the <Start> button on the control panel.
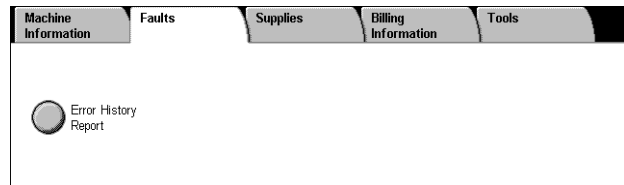
Supplies

This tab allows you to view the status of consumables.

1. Select the [Supplies] tab on the [Machine Status] screen.

Billing Information

This tab allows you to view the billing meter information.

For more information, refer to the following:

Billing Information – page 59
User Account Billing Information – page 59

1. Press the <Machine Status> button on the control panel.

2. Select the [Billing Information] tab.

3. Select the required option.
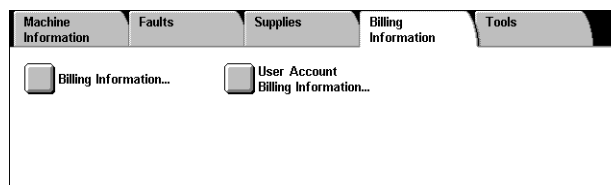
Billing Information

This feature allows you to view the total number of prints made on the machine. You can also view the machine's serial number.

1. Select [Billing Information] on the [Billing Information] screen.
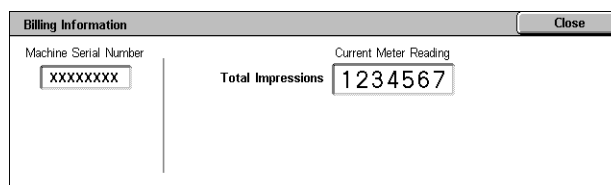
Machine Serial Number

Displays the serial number of the machine.

Current Meter Reading

• Total Impressions - Displays the number of total copies and prints.

User Account Billing Information

This feature displays the billing information of the currently logged-in user.

NOTE: This feature is available only when [Accounting] > [Accounting Type] is set to [Local Accounting], and the corresponding [Auditron Mode] is enabled.

1. Select [User Account Billing Information] on the [Billing Information] screen.
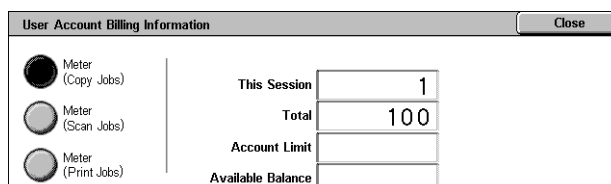
Meter (Copy Jobs)

Displays the meter readings for copy jobs.

Meter (Scan Jobs)

Displays the meter readings for scan jobs.

Meter (Print Jobs)

Displays the meter reading for print jobs.

Tools

On the [Tools] screen, the System Administrator can change various default presets on the machine, register mailboxes and job flow sheets, and configure authentication and security features.

To access all features on this screen, you must enter the machine in the System Administration mode. Use the following steps to enter the [Tools] screen in the System Administration mode.
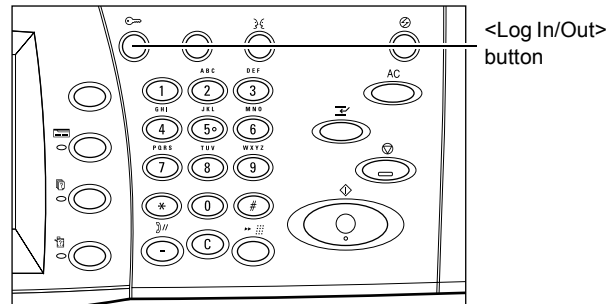
1. Press the <Log In/Out> button on the control panel.

2. Enter the correct user ID using the numeric keypad on the control panel or the screen keyboard.
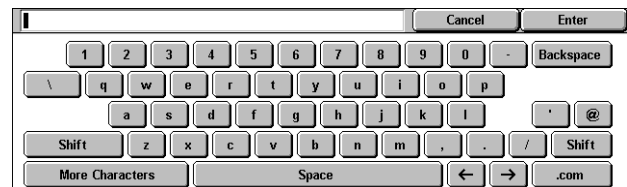
NOTE: The default System Administrator ID is "11111". If the Authentication feature is enabled, you may also be required to enter a passcode. The default passcode is "x-admin". To change the default user ID or passcode, refer to *System Administrator Settings on page 138*.

3. Press the <Machine Status> button.

4. Select the [Tools] tab.

5. Select the required option.
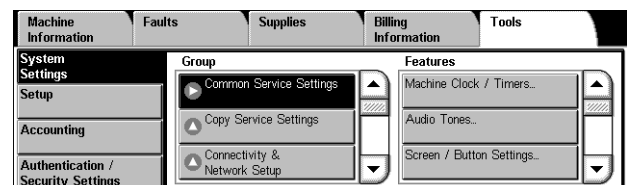
System Settings

This menu allows you to change various default presets on the machine.

For more information on the features available, refer to *System Settings on page 65*.

Setup

This menu allows you to program various items, such as mailboxes, job flow sheets, and the Address Book.

NOTE: This feature is available on the [Tools] screen even when you enter the screen in the general user's mode (when you skip Steps 1 and 2).

For more information on the features available, refer to *Setup on page 122*.

Accounting

This menu allows you to configure accounting functions and view jobs performed by each account.

For more information on the features available, refer to *Accounting on page 132*.

Authentication/Security Settings

This menu allows you to set up the authentication and security features.

For more information on the features available, refer to *Authentication/Security Settings on page 138*.

6 Setups

This chapter describes how to change the various defaults preset on the machine, how to register the various items such as mailboxes and destinations, and how to configure or change the System Administrator settings.

Setting Procedure

This section describes the basic setting procedure available in the System Administration mode. Follow the steps below.

1. Enter the System Administration Mode – page 63

2. Configure a Feature – page 64

3. Exit the System Administration Mode – page 64

1. Enter the System Administration Mode
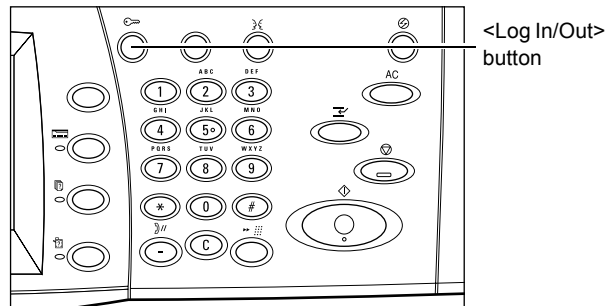
1. Press the <Log In/Out> button on the control panel.

<Log In/Out> button

2. Enter the correct user ID using the numeric keypad on the control panel or the screen keyboard. For information on how to use the keyboard, refer to New Recipients in the Fax chapter of the User Guide.
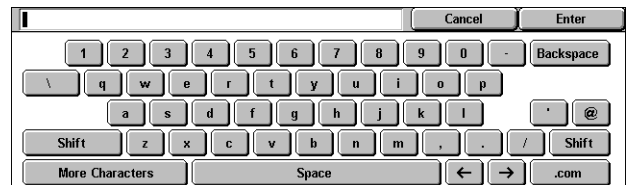
NOTE: The default System Administrator ID is "11111". If the Authentication feature is enabled, you may also be required to enter a passcode. The default passcode is "x-admin". To change the user ID or passcode, refer to *System Administrator Settings on page 138*.

2. Configure a Feature

1. Press the <Machine Status> button on the control panel.

<Machine Status> button
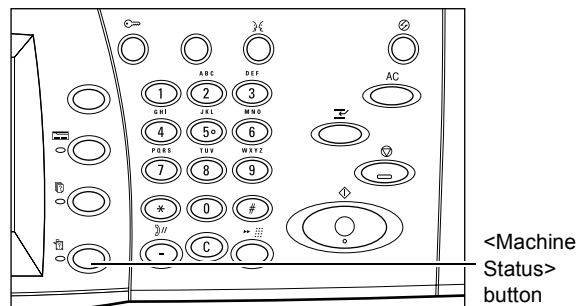
2. On the Machine Status screen, select the [Tools] tab.
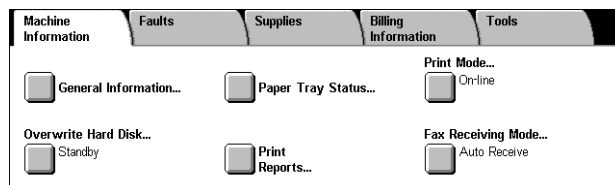
3. Select a menu item from the main menu displayed on the left side of the [Tools] screen.

4. Select a group in the [Group] menu.
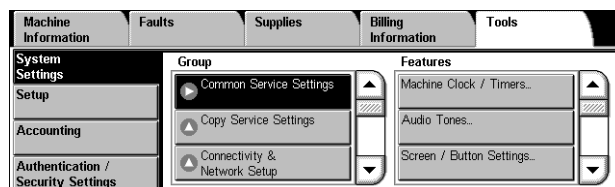
5. Select a feature in the [Features] menu, and then configure the feature.

NOTE: Some features display the [Change Settings] button. Select the button to change settings or to enter information using the screen keyboard. For information on how to use the keyboard, refer to New Recipients in the Fax chapter of the User Guide.

6. Select [Close].

3. Exit the System Administration Mode

1. Press the <Log In/Out> button on the control panel.

2. If the [Logout] screen appears, select [Logout] to exit the System Administration mode. If the [Reboot Machine] screen appears, select [Reboot Now] to exit the System Administration mode and to reboot the machine.

<Log In/Out> button
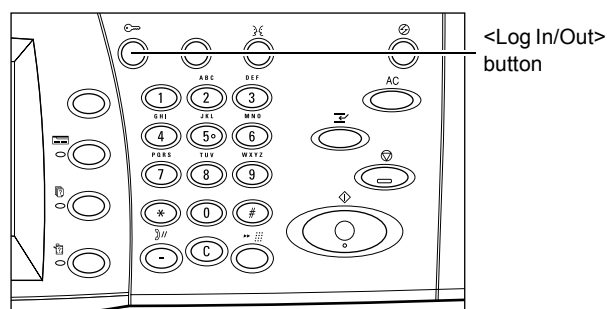
Main Menu on the [Tools] Screen

The main menu, displayed on the left side of the [Tools] screen, provides the following menu items. Refer to the respective sections for details. [Setup] is also available for general users.

System Settings – page 65

Setup – page 122

Accounting – page 132

Authentication/Security Settings – page 138
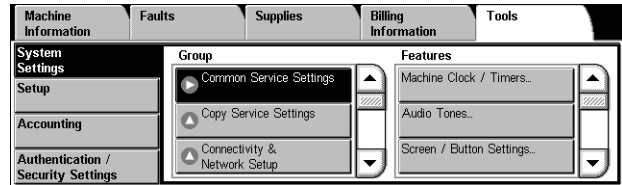
System Settings

The [System Settings] menu on the [Tools] screen is categorized into the following groups. For details, refer to the respective sections.

Common Service Settings – page 65
Copy Service Settings – page 84
Connectivity & Network Setup – page 90
Print Service Settings – page 100
Scan Service Settings – page 105
Fax Service Settings – page 109
E-mail/Internet Fax Service Settings – page 118
Mailbox/Stored Document Settings – page 120
Job Flow Service Settings – page 121

Common Service Settings

This section describes how to configure or change machine settings common to main services such as copy, fax, and scan. For more information, refer to the following:

Machine Clock/Timers – page 66
Audio Tones – page 67
Screen/Button Settings – page 68
Paper Tray Settings – page 70
Image Quality – page 72
Reports – page 72
Maintenance – page 74
Watermark – page 76
Other Settings – page 77

1. Select [System Settings], and then select [Common Service Settings] in the [Group] menu.
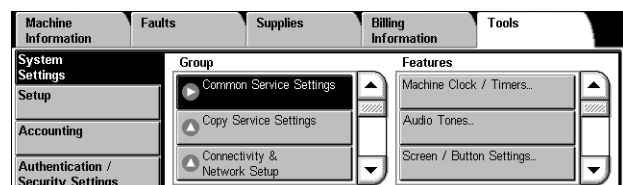
Machine Clock/Timers

This feature allows you to set the correct date, time, and other related values.

1. Select [Machine Clock/Timers] in the [Features] menu.

2. Change the required settings. Use the side tabs to switch between screens.

3. Select [Close].

Machine Clock / Timers			Close
Items	**Current Settings**		
1. Date	16/3/2007 (D/M/Y)	▲	
2. Time	7:05 PM		
3. Time Zone	GMT +9:00		
4. Daylight Savings	Adjust Off	▼	Change Settings
5. NTP Time Synchronization	Off		

Date

Specifies the current date. Select from three date formats: Y/M/D, M/D/Y, and D/M/Y. The date set here is printed on lists and reports.

Time

Specifies the current time. Select a 12- or 24-hour display format. If you select [12 Hour Clock], the buttons for specifying AM or PM are displayed. The time set here is printed on lists and reports.

Time Zone

Specifies the time zone relative to Greenwich Mean Time (GMT).

Daylight Savings

Specifies whether to automatically adjust the machine clock for Daylight Savings. Select [Adjust On] and then specify the start and end dates of the Daylight Savings time to automatically adjust the current time when the Daylight Savings time starts and ends.

NTP Time Synchronization

Specifies the parameters used to synchronize the time of the machine with that of the specified time server using the Network Time Protocol (NTP).

NOTE: If the time server connection fails, the machine maintains its own time without synchronization.

- Connection to Time Server

  Specifies whether to enable the connection to a time server.

- Connection Interval

  Specifies the time span between connections to the specified server, in the range from 1 to 500 hours.

- Time Server Address

  Specifies the IP address of the time server using the numeric keypad on the control panel.

Auto Clear

Specifies whether to automatically display the default screen if you do not perform any operation within the selected period of time. Select [On] and then select the time period in the range from 30 to 240 seconds.

Auto Job Release

Specifies whether to automatically release the current job to allow execution of the next job, if a problem such as a paper jam interrupts the current copy or scan job and is not resolved within the selected period of time. Select [On] and then select the time period in the range from 4 to 99 minutes.

Auto Print

Specifies whether to automatically print jobs if you do not perform any operation within the selected period of time. Select [On] and then select the time period in the range from 1 to 240 seconds.

Printer Lockout Duration

Specifies whether to prohibit printing of incoming documents (for example, faxes) for a specified duration. Select [On] and then specify the start and end times of the interval during which printing will be prohibited.

Power Saver/Energy Saver Timers

Specifies the time interval of inactivity before automatically switching the machine to Low Power Mode, a second time interval of inactivity before switching to Sleep Mode. Select the time period for each mode in the range from 1 to 240 minutes. You must select a longer time period for the Sleep Mode than for the Low Power Mode.

Audio Tones

This feature allows you to select the volume level of tones to be generated at various occasions. You can choose different volume levels for each item shown on the screen.

1. Select [Audio Tones] in the [Features] menu.

2. Change the required settings. Use the side tabs to switch between screens.

3. Select [Close].
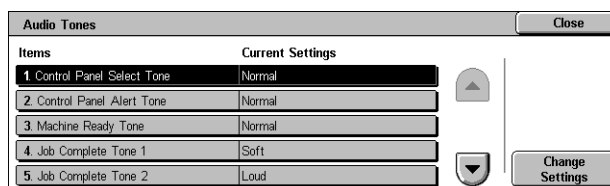
Control Panel Select Tone

Specifies the volume level of the tone generated when an appropriate button on the control panel is pressed and its action is accepted.

Control Panel Alert Tone

Specifies the volume level of the tone generated when an inappropriate button on the control panel is pressed.

Machine Ready Tone

Specifies the volume level of the tone generated when the machine becomes ready to copy or print, for example, after the power is switched on.

Job Complete Tone 1 / Job Complete Tone 2

Specifies the volume level of the tone generated when a job is completed successfully. Select a volume level, and then, under [Targeted Jobs], select the job types to apply the volume level to.

Fault Tone

Specifies the volume level of the tone generated when a job did not finish properly.

Alert Tone

Specifies the volume level of the tone generated when a job is suspended due to an error.

Out of Paper Warning Tone

Specifies the volume level of the tone generated when the machine runs out of paper.

Low Toner Alert Tone

Specifies the volume level of the tone generated when it is time to replace the toner cartridge.

Line Monitor Volume

Specifies the volume level of the tone generated for the line monitor, which allows you to hear call and response signals when connecting to a destination.

Ringing Volume

Specifies the volume level of the tone generated when a call is received.

Stored Programming Tone

Specifies the volume level of the tone generated each time an operation is performed during job memory registration. You cannot completely turn off the volume for this tone.

Auto Clear Alert Tone

Specifies the volume level of the tone generated just before the machine performs auto clear.

Base Tone

Specifies the volume level of the base tone generated when you toggle settings. The machine emits a base tone when it exits the interrupted mode.

Screen/Button Settings

This feature allows you to customize the initial screen and select the initial language to be displayed on the touch screen.

1. Select [Screen/Button Settings] in the [Features] menu.

2. Change the required settings. Use the side tabs to switch between screens.

3. Select [Close].

Screen / Button Settings		Close
Items	**Current Settings**	
1. Screen Default at Power On	Features	
2. Service Screen Default	All Services	
3. Service Screen After Auto Clear	Last Selection Screen	
4. Auto Display of Login Screen	Off	
5. All Services	-	Change Settings
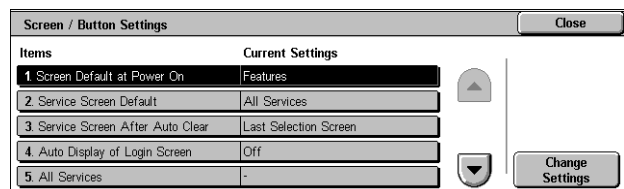
Screen Default at Power On

Specifies the initial screen to be displayed when the machine is switched on. Set the preset initial screen to the All Services, Job Status, or Machine Status screen. For information on the Job Status and Machine Status screens, refer to *Job Status on page 39 and Machine Status on page 49*.

Service Screen Default

Specifies the default features to be displayed when canceling the Energy Saver mode. Use the scroll buttons to switch between screens.

Service Screen After Auto Clear

Specifies the screen to be displayed after the machine performs Auto Clear.

Auto Display of Login Screen

Specifies whether to display the [Login] screen automatically when power is switched on, or when the Energy Saver mode is canceled.

All Services

Specifies the services and features available on the All Services screen. Select a button, and then select a service or feature to assign to the button. Use the scroll buttons to switch between screens.

NOTE: Assigning the [Setup] feature to a button enables users to directly access the [Tools] screen from the All Services screen. The button for the [Setup] feature will be displayed on the All Services screen as [Tools] in the System Administration mode, and as [Setup] in the general user mode.

Job Type on Job Status screen

Specifies the job types to be displayed when you select [Completed Jobs] on the [Job Status] screen.

Default Language

Specifies the default language to be displayed on the touch screen.

Reconfirm E-mail Recipient

Specifies whether to reconfirm e-mail recipients before transmission. Select [Confirmation Not Required] to disable this setting, [Always Reconfirm Recipient] to always require reconfirmation of recipients, or [Reconfirm If Multiple Recipients] to require reconfirmation only when multiple recipients are specified.

Reconfirm Fax Recipient

Specifies whether to reconfirm fax recipients before transmission. Select [Confirmation Not Required] to disable this setting, [Always Reconfirm Recipient] to always require reconfirmation of recipients, or [Reconfirm If Multiple Recipients] to require reconfirmation only when multiple recipients are specified.

Reconfirm Internet Fax Recipient

Specifies whether to reconfirm Internet Fax recipients before transmission. Select [Confirmation Not Required] to disable this setting, [Always Reconfirm Recipient] to always require reconfirmation of recipients, or [Reconfirm If Multiple Recipients] to require reconfirmation only when multiple recipients are specified.

Paper Tray Settings

This feature allows you to configure various settings for trays, and for paper to be loaded in the trays.

1. Select [Paper Tray Settings] in the [Features] menu.

2. Change the required settings.

3. Select [Close].
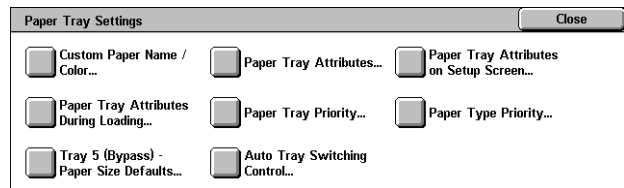
Custom Paper Name / Color

Specifies user-defined paper names and paper colors for Custom Paper Type 1 to 5 and Custom Paper Color 1 to 5 respectively. The settings are available for plain paper, bond paper, and recycled paper. Enter a name of up to 24 alphanumeric characters and symbols. Assigned names are displayed on the screens relating to paper supply.

Paper Tray Attributes

Specifies the size and type of paper loaded in the paper trays. The paper trays available vary depending on your machine configuration.

Select automatic detection of the paper size or specify a fixed size. Select a paper type from the list of preset types.

NOTE: The machine also displays a screen for changing/confirming the following settings when a paper tray is pulled out and then closed.

• Paper Size

Specifies automatic detection of the paper size for Tray 1 to Tray 4, and Tray 6 using the tray guide levers. If the guide levers in a paper tray are not in the correct position for the size of paper loaded in the tray, a size error will occur. This setting is not available for Tray 5 (Bypass).

NOTE: When loading trays with postcards, contact the Xerox Welcome Center to have the tray settings changed specially for the use of postcards.

– Custom Size

Displays the [Custom Size] screen. When you load non-standard size paper in Tray 1, Tray 2, Tray 3, or Tray 4, specify the paper width (X) and the paper height (Y) for that tray.

NOTE: Tray 6 does not support the [Custom Size] setting.

– Auto Detect

Enables the Auto Detect feature.

• Paper Type / Color

Specifies the paper type and color for each paper tray.

NOTE: When the Envelope Tray is installed, place a check mark in the [Envelope Feeder] check box on the [Tray 1] screen. Paper size, type, and color options for the Envelope Tray will then be selectable under [Paper Size] and [Paper Type].

Paper Tray Attributes on Setup Screen

Specifies whether to display the paper tray attributes on the [Setup] menu.

Paper Tray Attributes During Loading

Specifies whether to display the paper tray attributes on the control panel when the tray is opened to load paper. This setting does not apply to Tray 5 (Bypass).

Paper Tray Priority

Specifies the paper tray priority for Auto Tray Switching. Tray 5 (Bypass) is not available. For more information on Auto Tray Switching, refer to *Auto Tray Switching on page 22*.

Paper Type Priority

Specifies the paper type priority for Auto Tray Switching. This setting overrides the Paper Tray Priority. If the priority of paper types is set to the same value, then Auto Tray Switching will select a tray based on the Paper Tray Priority. Selecting [Auto Paper Off] prevents the paper type from being used by Auto Tray Switching. For more information on Auto Tray Switching, refer to *Auto Tray Switching on page 22*.

Tray 5 (Bypass) - Paper Size Defaults

Specifies the default paper sizes to be displayed on the [Tray 5 (Bypass)] screen of the [Paper Supply] feature. If you frequently use non-standard size paper for copying, assigning the paper size to a button will be helpful for you.

- A/B Series Size

  Displays standard paper sizes of the A/B series.

- Inch Size

  Displays standard paper sizes of the Inch series.

- Others

  Displays other paper sizes.

- Custom Size

  Allows you to enter a paper size. Specify the paper width (X) and the paper length (Y).

Auto Tray Switching Control

Specifies whether to enable Auto Tray Switching. For more information on Auto Tray Switching, refer to *Auto Tray Switching on page 22*.

- Auto Tray Switching

  Specifies the conditions to enable the Auto Tray Switching feature.

- Targeted Paper Type (Copy Jobs)

  Targets some paper types according to the settings in [Paper Tray Priority] or only one paper type.

- Targeted Paper Color (Copy Jobs)

  Targets all paper colors or only one paper color.

NOTE: In any of the following cases, Auto Tray Switching is not available.

- – If Tray 5 (Bypass) is selected.
- – If the specified tray holds paper other than Plain paper, Recycled paper, Side 2 paper, and Custom paper.
- – If the specified tray holds paper set under [Auto Paper Off] in the [Paper Type Priority] setting.

Image Quality

This feature allows you to configure various settings to adjust the quality of scanned data.

1. Select [Image Quality] in the [Features] menu.

2. Change the required settings.

3. Select [Close].

Image Quality		Close
Items	**Current Settings**	
1. Photo & Text Recognition	Normal	
2. Background Suppression (B/W Copy)	High Speed	
3. Background Suppression (Scan Jobs)	High Speed	
4. Image Enhancement	On	Change Settings
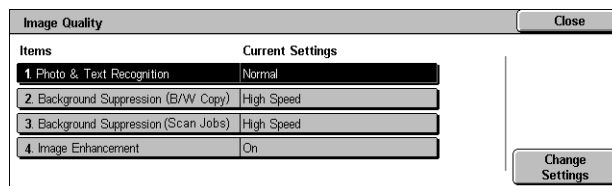
Photo & Text Recognition

Specifies the level at which the machine distinguishes between text and photos when [Original Type] is set to [Photo & Text] on the [Image Quality] screen. Select [More Text] to make very fine characters become more easily recognizable as text. Select [More Photo] to make halftone images on newspapers and flyers become more easily recognizable as photos.

Background Suppression (B/W Copy)

Specifies the method for detecting the background color for background suppression when making copies. Select [High Quality] to pre-scan the whole document to detect the background color. Select [High Speed] to sample a portion of the document to detect the background color.

NOTE: This function is available only for documents placed on the document glass.

NOTE: When [High Quality] is selected, a picture fragment may be produced if the [Corner Shift] option is set and [Reduce/Enlarge] is set to less than 60%.

Background Suppression (Scan Jobs)

Specifies the method for detecting the background color for background suppression when making scans. Select [High Quality] to pre-scan the whole document to detect the background color. Select [High Speed] to sample a portion of the document to detect the background color.

NOTE: This function is available only for documents placed on the document glass.

Image Enhancement

Specifies whether to perform smoothing on print data for copy and fax jobs. This will give smoother images on printed paper.

Reports

This feature allows you to specify how reports are to be automatically printed.

1. Select [Reports] in the [Features] menu.

2. Change the required settings. Use the side tabs to switch between screens.

3. Select [Close].

Reports		Close
Items	**Current Settings**	
1. Print Reports Button	Disabled	▲
2. Job History Report	No Report	
3. Activity Report	No Report	
4. Transmission Report-Job Undelivered	Print Report	▼ Change Settings
5. Transmission Report - Job Deleted	No Report	
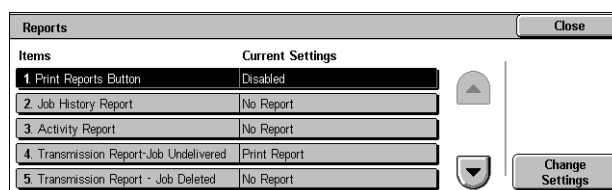
Print Reports Button

Specifies whether to display the [Print Reports] button on the [Billing Information] tab of the [Machine Information] screen. Refer to *Print Reports in the Machine Status chapter on page 52.*

Job History Report

Specifies whether to automatically print a Job History Report for every 50 jobs.

Activity Report

Specifies whether to automatically print an Activity Report for every 100 fax jobs. An Activity Report shows the result of transmissions and receptions.

Transmission Report - Job Undelivered

Specifies whether to automatically print a "Transmission Report - Job Undelivered" report for fax jobs. A "Transmission Report - Job Undelivered" report shows the list of documents where transmission failed.

Transmission Report - Job Deleted

Specifies whether to automatically print a "Transmission Report - Job Deleted" report for fax jobs when fax transmission jobs are interrupted. A "Transmission Report - Job Deleted" report shows the list of documents where transmission was cancelled.

Mailbox Report

Specifies whether to automatically print a Mailbox Report for fax jobs. A Mailbox Report shows the accumulation of documents in the Private Mailbox. For more information, refer to Remote Mailbox in the Fax chapter in the User Guide.

Broadcast/Multi-Poll Report

Specifies whether to automatically print a Broadcast/Multi-Poll Report for fax jobs. A Broadcast/Multi-Poll Report shows the results of transmissions and polling requests to multiple remote machines.

Relay Broadcast Report

Specifies whether to automatically print a Relay Broadcast Report for fax jobs. A Relay Broadcast Report shows the result of fax transmissions for relay broadcasting.

- Off

  Disables the feature.

- Send to Relay Station

  Sends a Relay Broadcast Report to relay stations.

- Print at Local Station

  Prints out a Relay Broadcast Report.

- Send to Relay, Print at Local

  Prints out a Relay Broadcast Report and sends it to the relay stations.

Scan File Transfer Report

Allows you to set whether to print a transmission report after the machine sends scanned data using a scan service.

- No Print

  Does not print a report regardless of whether data transmission is successfully completed or not.

- Print Report

  Automatically prints a transmission report for a successful transmission, and a "Transmission Report - Job Undelivered" for a transmission failure.

• Print when delivery fails

Prints a "Transmission Report - Job Undelivered" for a transmission failure.

File Transfer Report - Fax Server

Allows you to set whether to print a transmission report after the machine sends scanned data using the Server Fax service.

• No Print

Does not print a report regardless of whether data transmission is successfully completed or not.

• Print Report

Automatically prints a transmission report for a successful transmission, and a "Transmission Report - Job Undelivered" for a transmission failure.

• Print when delivery fails

Prints a "Transmission Report - Job Undelivered" for a transmission failure.

NOTE: When [IPv4 - IP Address] is not set under [Protocol Settings] in [Connectivity & Network Setup], no destination will be written in reports.

2 Sided Report

Specifies whether a report is to be automatically output to both sides of paper or one side only.

Recipient on Activity Report

Specifies the section of the destination's information to be printed on an Activity Report. Select [First 40 characters] or [Last 40 characters].

Job Flow Error Report

Specifies whether to automatically print a Job Flow Error Report.

Maintenance

This feature allows you to initialize the hard disk on the machine, to delete all document data stored in the machine, and to enter software options.

1. Select [Maintenance] in the [Features] menu.

2. Change the required settings.

3. Select [Close].
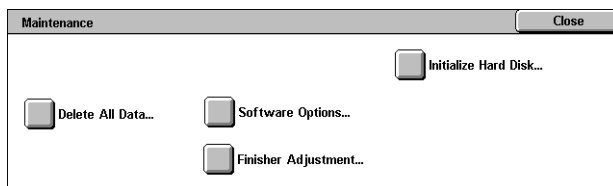
Initialize Hard Disk

This feature allows you to initialize the hard disk on the machine. After selecting [Initialize Hard Disk], select a partition, and then select [Start]. Then select [Yes] to execute initialization. After the initialization is completed, select [Confirm].

NOTE: This process may take a while depending on the machine configuration.

Delete All Data

This feature allows you to delete all document data on the machine. Select [Delete All Data], and then select [Start]. Then select [Yes] to execute deletion. After the deletion finishes, you need to switch the machine off and then on.

NOTE: This process may take a few hours depending on the machine configuration.

Software Options

Specifies software options. For information on setting procedures and software codes, refer to the instructions for the required software option package. Enter passwords for the software options using the keyboard screen and select [Reboot].

Finisher Adjustment

This feature allows you to configure the punch and booklet functions of the Office Finisher LX.

• Hole Punch Tool

  Displays the available hole punch tools. Select the hole punch tool installed on the Finisher.

• Adjust Punch Position/Booklet Fold Position

  – Punch Position, B4 or smaller - Allows you to adjust the punch position for paper smaller than the B4 size.

  – Punch Position, B4 or larger - Allows you to adjust the punch position for B4 or larger paper.

The following explains how to adjust the punch position.

1. Select [Punch Position, B4 or smaller] or [Punch Position, B4 or larger], and then select [Change Settings].

2. On the screen displayed, select [Sample Printout], and then select the tray to output a sample printout for. Press the <Start> button.

3. Enter the value of the current punch position into [Value A Before Adjustment].

4. Enter the desired punch position into [Desired Value A].

5. Select [Adjust] to apply the setting.

6. Select [Sample Printout] and then select the tray again, to output a sample printout. Check with the sample printout that the punch position has been adjusted.

  – Booklet Fold Position, B4 or smaller - Allows you to adjust the fold and staple positions for paper smaller than the B4 size.

  – Booklet Fold Position, B4 or larger - Allows you to adjust the fold and staple positions for B4 or larger paper.

The following explains how to adjust the fold and staple positions.

1. Select [Booklet Fold Position, B4 or smaller] or [Booklet Fold Position, B4 or larger], and then select [Change Settings].

2. Select [Sample Printout], and then select the tray to output a sample printout for. Press the <Start> button.

3. Select the option that best describes the current fold and staple positions.

4. Enter the desired fold and staple positions into [A] and [B].

5. Select [Adjust] to apply the settings.

6. Select [Sample Printout] and then select the tray again, to output a sample printout. Check with the sample printout that the fold and staple positions have been adjusted.

Watermark

This feature allows you to set the defaults for date and text information which can be added to the output as a watermark, for document management control.

1. Select [Watermark] in the [Features] menu.

2. Change the required settings. Use the side tabs to switch between screens.

3. Select [Close].

Watermark		Close
Items	Current Settings	
1 Date Format	20yy/mm/dd	Sample List
2. Default Watermark Effect	Off	
3. Default Watermark	Copy Prohibited	
4. Font Size	48 Points	Change Settings
5. Background Pattern	Fan	
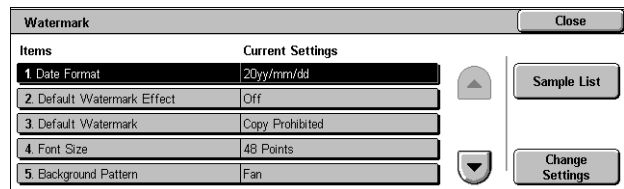
Date Format

Specifies the current date. Select from three date formats: 20yy/mm/dd, dd/mm/20yy, mm/dd/20yy.

Default Watermark Effect

Specifies the default setting of the Text Effect feature.

• Off

Does not use the Text Effect feature.

• Embossed

Embosses background text.

• Outline

Prints the outline of background text.

Default Watermark

Specifies the default watermark text from a list of preset and custom text strings.

Font Size

Specifies the default watermark font size. You can select from three preset font sizes or specify a value between 24 and 80 points using the scroll buttons.

Background Pattern

Specifies the background pattern to be used for the Watermark feature.

Density

Specifies the output density of the watermark text. You can select from Lighten, Normal, and Darken.

Watermark/Background Contrast

Specifies the level of contrast between watermark text and its background.

Force Watermark - Copy Job

Specifies whether to always enable the Watermark feature for copy jobs.

Force Watermark - Client Print

Specifies whether to always enable the Watermark feature for print jobs submitted from client computers.

Force Watermark - Mailbox Print

Specifies whether to always enable the Watermark feature for Mailbox Print jobs.

Custom Watermark 1 to 3

Specifies three user-defined text strings that appear in the [Text Default] list. A maximum of 32 alphanumeric and symbol characters can be entered.

Other Settings

This feature allows you to configure various other settings common to the main services such as copy, fax, and scan.

1. Select [Other Settings] in the [Features] menu.

2. Change the required settings. Use the side tabs to switch between screens.

3. Select [Close].

Other Settings		Close
Items	**Current Settings**	
1. Fax Service	Scan to Fax	
2. Offset Stacking (Center Tray)	Offset per Set	▲
3. Offset Stacking (Right Middle Tray)	Offset per Set	
4. Booklet Offset	Offset per Subset	
5. Extended Tray Module	Offset Stacking Module	▼ Change Settings
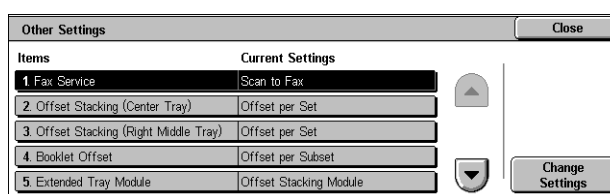
Fax Service

Switches between the Fax and Server Fax services.

NOTE: This setting appears when both Fax and Server Fax services are installed on the machine.

Offset Stacking (xxx Tray)

Specifies the output paper stacking position for the tray. The tray name displayed for this setting depend on the machine configuration. When printing, the machine can slightly offset the paper output position for each copy or print set. This allows you to identify the start of each set.

Booklet Offset

Specifies whether to offset the copies or prints processed using the Folding function of the Office Finisher LX Booklet Maker. This setting is effective only when the [Offset Stacking] setting for the Right Middle Tray is set to [Offset per Set].

Extended Tray Module

Select the type of Extended Tray Module used. If the Left Side Tray is installed, select [Offset Stacking Module] to use the Center Tray.

Auto Job Promotion

Specifies whether jobs can automatically be promoted, bypassing other jobs, when the machine is unable to complete the current job. For example, if there is no paper in the required paper tray for the current job.

NOTE: Stored documents, such as secure prints and sample prints, cannot be promoted.

Default Print Paper Size

Specifies the paper size to be used as the initial setting.

Odd Page 2 Sided

Specifies whether to add a blank page to a document that contains an odd number of pages, so that the document prints as an even number of pages.

Paper Size Settings

Specifies the paper size table used when the machine is set to detect standard sizes of documents and recording media automatically.

You can select from the following tables: [A/B Series (8 × 13")], [A/B Series], [A/B Series (8K/16K)], [A/B Series (8 × 13"/8 × 14")], and [Inch Series].

NOTE: When loading trays with postcards, contact the Xerox Welcome Center to have the tray settings changed specially for the use of postcards.

• Documents

  The machine automatically recognizes the sizes listed on the following page when a document is placed on the document glass or loaded in the document feeder.

Size	Width (mm)	Length (mm)	Document Glass					Document Feeder				
			A/B Series (8 × 13")	A/B Series	A/B Series (8K/16K)	A/B Series (8 x 13"/8 x 14")	Inch Series	A/B Series (8 × 13")	A/B Series	A/B Series (8K/16K)	A/B Series (8 x 13"/8 x 14")	Inch Series
A5 SEF	148.0	210.0	O	O	O	O		O*1	O*1	O*1	O*1	
A5 LEF	210.0	148.0	O	O	O	O		O	O			
5.5 × 8.5" LEF	215.9	139.7				O	O	O			O	O
5.5 × 8.5" SEF	139.7	215.9					O					O*1
B5 SEF	182.0	257.0		O	O	O			O	O		
B5 LEF	257.0	182.0		O	O	O		O*1	O	O	O*1	O*1
A4 SEF	210.0	297.0	O	O	O	O		O*1	O	O	O*1	O*1
A4 LEF	297.0	210.0	O	O	O	O	O	O	O	O	O	O
8.5 × 11" SEF (Letter)	215.9	279.4				O	O	O	O*1	O*1	O	O
8.5 × 11" LEF (Letter)	279.4	215.9	O		O	O	O	O	O*1	O*1	O	O
8.5 × 13" SEF (Legal)	215.9	330.2	O			O	O	O			O	
8.5 × 14" SEF (Legal)	215.9	355.6					O					O
B4 SEF	257.0	364.0		O	O	O		O*1	O	O	O*1	O*1
16K SEF	194.0	267.0			O							
16K LEF	267.0	194.0			O				O*1	O*1		
8K SEF	267.0	388.0			O				O*1	O*1		
A3 SEF	297.0	420.0	O	O	O	O	O	O	O	O	O	O
11 × 17" SEF	279.4	431.8	O		O	O	O	O	O*1	O*1	O	O
7.25 × 10.5" SEF (Executive)	184.2	266.7										
7.25 × 10.5" LEF (Executive)	266.7	184.2	O				O	O			O	O
C4 Envelope SEF	229.0	324.0										
C5 Envelope LEF	229.0	162.0										
C5 Envelope SEF	162.0	229.0										
Commercial 10 Envelope LEF	241.3	104.8										
DL Envelope LEF	220.0	110.0										
Monarch Envelope LEF	190.5	98.4										
European 0 Envelope LEF	235.0	120.0										
A6 SEF	105.0	148.0	O	O	O	O						
A6 LEF	148.0	105.0										
Postcard SEF	100.0	148.0										
Postcard LEF	148.0	100.0										
4 × 6" LEF	152.4	101.6										
4 × 6" SEF	101.6	152.4					O					
Prepaid Postcard LEF	200.0	148.0										
3.5 × 5.5" SEF	89.0	139.7										
5 × 7" SEF	127.0	177.8					O					
B6 LEF	182.0	128.0										
B6 SEF	128.0	182.0	O	O	O	O						

O: Available

Blank: Not available

*1: When scanning mixed sized originals, automatic size detection is not available.

• Paper Size

The machine automatically recognizes the sizes listed on the following pages when recording media is loaded in Trays 1, 2, Trays 3 and 4 (Two Tray Module), Trays 3 and 4 (High Capacity Tandem Tray), Envelope Tray, or Tray 6 (High Capacity Feeder).

NOTE: For [Tray 5 (Bypass)], 11 paper sizes can be selected as presets by the System Administrator from the sizes listed in the table on the following pages.

Size	Width (mm)	Length (mm)	Tray 1, 2 Tray 3 & 4 (Two Tray Module)					Tray 1 (Envelope Tray)					Tray 3 & 4 (HCTT)				
			A/B Series (8 × 13")	A/B Series	A/B Series (8K/16K)	A/B Series (8 × 13"/8 × 14")	Inch Series	A/B Series (8 × 13")	A/B Series	A/B Series (8K/16K)	A/B Series (8 × 13"/8 × 14")	Inch Series	A/B Series (8 × 13")	A/B Series	A/B Series (8K/16K)	A/B Series (8 × 13"/8 × 14")	Inch Series
A5 SEF	148.0	210.0	O	O	O	O											
A5 LEF	210.0	148.0															
5.5 × 8.5" LEF	215.9	139.7															
5.5 × 8.5" SEF	139.7	215.9					O										
B5 SEF	182.0	257.0	O	O	O	O	O										
B5 LEF	257.0	182.0		O	O										O	O	
A4 SEF	210.0	297.0	O	O	O	O	O										
A4 LEF	297.0	210.0	O	O	O	O	O						O	O	O	O	O
8.5 × 11" SEF (Letter)	215.9	279.4	O	O	O	O	O										
8.5 × 11" LEF (Letter)	279.4	215.9	O	O	O	O	O						O	O	O	O	O
8.5 × 13" SEF (Legal)	215.9	330.2	O	O	O	O	O										
8.5 × 14" SEF (Legal)	215.9	355.6	O	O	O	O	O										
B4 SEF	257.0	364.0	O	O	O	O	O										
16K SEF	194.0	267.0															
16K LEF	267.0	194.0		O	O												
8K SEF	267.0	388.0		O	O												
A3 SEF	297.0	420.0	O	O	O	O	O										
11 × 17" SEF	279.4	431.8	O	O	O	O	O										
7.25 × 10.5" SEF (Executive)	184.2	266.7															
7.25 × 10.5" LEF (Executive)	266.7	184.2	O			O	O						O			O	O
C4 Envelope SEF	229.0	324.0															
C5 Envelope LEF	229.0	162.0						O	O	O	O	O					
C5 Envelope SEF	162.0	229.0															
Commercial 10 Envelope LEF	241.3	104.8						O	O	O	O	O					
DL Envelope LEF	220.0	110.0						O	O	O	O	O					
Monarch Envelope LEF	190.5	98.4						O	O	O	O	O					
Youkei 0 Envelope LEF	235.0	120.0															
A6 SEF	105.0	148.0															
A6 LEF	148.0	105.0															
Postcard SEF	100.0	148.0															
Postcard LEF	148.0	100.0															
4 × 6" LEF	152.4	101.6															
4 × 6" SEF	101.6	152.4															
Prepaid Postcard LEF	200.0	148.0															
3.5 × 5.5" SEF	88.9	139.7															
B6 LEF	182.0	128.0															
B6 SEF	128.0	182.0															

O: Available

Blank: Not available

Size	Width (mm)	Length (mm)	Tray 6 (HCF)				
			A/B Series (8 × 13")	A/B Series	A/B Series (8K/16K)	A/B Series (8 x 13"/8 x 14")	Inch Series
A5 SEF	148.0	210.0					
A5 LEF	210.0	148.0					
5.5 × 8.5" LEF	215.9	139.7					
5.5 × 8.5" SEF	139.7	215.9					
B5 SEF	182.0	257.0					
B5 LEF	257.0	182.0		O	O		
A4 SEF	210.0	297.0					
A4 LEF	297.0	210.0	O	O	O	O	O
8.5 × 11" SEF (Letter)	215.9	279.4					
8.5 × 11" LEF (Letter)	279.4	215.9	O	O	O	O	O
8.5 × 13" SEF (Legal)	215.9	330.2					
8.5 × 14" SEF (Legal)	215.9	355.6					
B4 SEF	257.0	364.0					
16K SEF	194.0	267.0					
16K LEF	267.0	194.0					
8K SEF	267.0	388.0					
A3 SEF	297.0	420.0					
11 × 17" SEF	279.4	431.8					
7.25 × 10.5" SEF (Executive)	184.2	266.7					
7.25 × 10.5" LEF (Executive)	266.7	184.2	O			O	O
C4 Envelope SEF	229.0	324.0					
C5 Envelope LEF	229.0	162.0					
C5 Envelope SEF	162.0	229.0					
Commercial 10 Envelope LEF	241.3	104.8					
DL Envelope LEF	220.0	110.0					
Monarch Envelope LEF	190.5	98.4					
Youkei 0 Envelope LEF	235.0	120.0					
A6 SEF	105.0	148.0					
A6 LEF	148.0	105.0					
Postcard SEF	100.0	148.0					
Postcard LEF	148.0	100.0					
4 × 6" LEF	152.4	101.6					
4 × 6" SEF	101.6	152.4					
Prepaid Postcard LEF	200.0	148.0					
3.5 × 5.5" SEF	88.9	139.7					
B6 LEF	182.0	128.0					
B6 SEF	128.0	182.0					

O: Available

Blank: Not available

Millimeters/Inches

Specifies [Millimeters] or [Inches] as the unit for entering document or scan sizes.

Tray 1 Configuration

Specifies whether Tray 1 is used as the standard paper tray, or is replaced with the Envelope Tray (optional).

NOTE: Some models do not support the Envelope Tray (optional).

Keyboard Input Restriction

Specifies whether the machine is to allow entry of standard ASCII characters only, or characters including those specific to the selected language. Select [On (Standard ASCII Only)] to display standard ASCII characters only on the keyboard screen.

Operation of Up/Down Buttons

Specifies whether the machine is to allow the up and down buttons (scroll buttons) on the touch screen to provide fast scrolling when they are pressed continuously.

Display Consumables Screen

Specifies whether to display the consumables screen, and the event that causes the machine to display the consumables screen.

Data Encryption

Specifies whether to enable encoding when data is saved to RAM, NV-RAM, backed up memory chips, or the hard disk of the machine. Enter a 12-digit encoding code using the screen keyboard. When the setting is changed, the machine needs to be switched off and then on to make it effective. Note that all data corresponding to the encoding then will be initialized.

NOTE: Encrypted data cannot be recovered if a problem occurs on the hard disk.

Encryption Key for Confidential Data

Setting an encryption key allows you to encrypt confidential information, such as the passcodes of the System Administrator and mailboxes. This prevents interceptions and unauthorized access to the information during transmission across networks.

Select [Keyboard], and then use 4 to 12 alphanumeric characters to enter an encryption key.

NOTE: Once you change an encryption key, confidential information may not be able to be restored from a backup.

Service Rep. Restricted Operation

Specifies whether the Service Representative has full access to the security features of the machine, including the ability to change System Administrator settings.

NOTE: If you set [Service Rep. Restricted Operation] to [On], be careful not to forget the System Administrator ID and passcode. If you forget them, contact your Xerox Welcome Center to have all the machine settings returned to the factory default values.

Software Download

Specifies whether the machine is to allow software downloads.

Country

Specify the country code for the line type used in your area.

NOTE: When setting up Fax options, users in European countries and North American countries may be required to set the country code for the line. Also refer to "Country Code for Fax Option" in the Fax chapter of the User Guide.

Recipient Selection Method

Specifies whether any restrictions apply to the method of selecting recipients of fax, Internet Fax, Server Fax, and scanned (E-mail) documents. Select [Only From Address Book] to disable input of recipients from the keyboard screen and buttons on the control panel, and restrict recipients to only those registered in the Address Book.

Restrict User to Edit Address Book

Specifies whether to permit users to edit the Address Book.

Copy Service Settings

This section describes the features that allow you to change the default settings for each copy feature. For more information, refer to the following:

Copy Tab – page 84
Copy Defaults – page 85
Copy Control – page 88
Original Size Defaults – page 89
Reduce/Enlarge Presets – page 90

1. Select [System Settings], and then select [Copy Service Settings] in the [Group] menu.
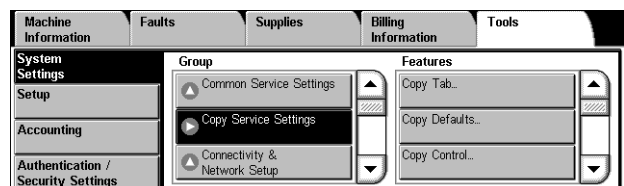
Copy Tab

This feature allows you to define the functions of the paper tray buttons and copy magnification buttons shown in [Paper Supply] on the [Copy] screen.

1. Select [Copy Tab] in the [Features] menu.

2. Change the required settings.

3. Select [Close].
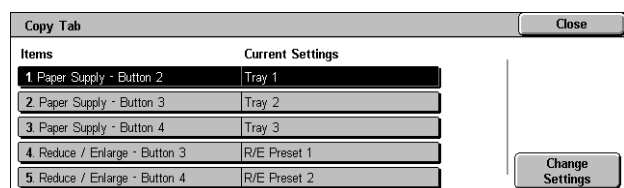
Paper Supply - Button 2 to 4

Specifies the paper trays for paper tray buttons 2 to 4 shown in [Paper Supply] on the [Copy] screen. This allocation allows you to easily select the paper trays you frequently use, with the exception of Trays 3 and 4 of the optional High Capacity Tandem Tray.

Reduce/Enlarge - Button 3 and 4

Specifies the magnifications for Reduce/Enlarge buttons 3 and 4 shown in [Reduce/Enlarge] on the [Copy] screen. This allocation allows you to easily select the copy magnifications you frequently use.

Copy Defaults

This feature allows you to set the default for each copy feature. The copy settings are returned to the defaults set here when the power is switched on, when the Energy Saver mode is cancelled, or when the <Clear All> button is pressed. If you set defaults for the features you frequently use, you can quickly copy documents without changing the settings each time.

1. Select [Copy Defaults] in the [Features] menu.

2. Change the required settings. Use the side tabs to switch between screens.

3. Select [Close].
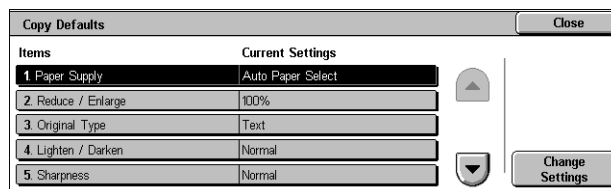
Paper Supply

Specifies the default for the [Paper Supply] feature on the [Copy] screen.

NOTE: If the default for [Reduce/Enlarge] is set to [Auto %], [Auto Paper Select] cannot be selected for [Paper Supply].

Reduce/Enlarge

Specifies the default for the [Reduce/Enlarge] feature on the [Copy] screen.

NOTE: If the default for [Paper Supply] is set to [Auto Paper Select], [Auto %] cannot be selected for [Reduce/Enlarge].

The preset options of the Reduce/Enlarge feature can be changed. For more information, refer to *Reduce/Enlarge Presets on page 90*.

Original Type

Specifies the default for the [Original Type] feature on the [Image Quality] screen.

Lighten/Darken

Specifies the default for the [Lighten/Darken] feature on the [Image Quality] screen.

Sharpness

Specifies the default for the [Sharpness] feature on the [Image Quality] screen.

Background Suppression

Specifies the default for the [Background Suppression] feature on the [Image Quality] screen.

2 Sided Copying

Specifies the default for the [2 Sided Copying] feature on the [Copy] screen.

Mixed Sized Originals

Specifies whether to enable [Mixed Sized Originals] on the [Layout Adjustment] screen by default.

Edge Erase - Top & Bottom Edges

Specifies the defaults for top and bottom margins of the [Edge Erase] feature on the [Layout Adjustment] screen. Set the margins within the range of 0-50 mm (0-2.0 inches) using the scroll buttons or the numeric keypad on the control panel.

Edge Erase - Left & Right Edges

Specifies the defaults for left and right margins of the [Edge Erase] feature on the [Layout Adjustment] screen. Set the margins within the range of 0-50 mm (0-2.0 inches) using the scroll buttons.

Image Shift - Side 1

Specifies the default position of [Side 1] in the [Image Shift] feature on the [Layout Adjustment] screen.

Image Shift - Side 2

Specifies the default position of [Side 2] in the [Image Shift] feature on the [Layout Adjustment] screen.

Image Rotation

Specifies the default for the [Image Rotation] feature on the [Layout Adjustment] screen.

Image Rotation Direction

Specifies the default image rotation direction in the [Image Rotation] feature on the [Layout Adjustment] screen.

Original Orientation

Specifies the default for the [Original Orientation] feature on the [Layout Adjustment] screen.

Copy Output

Specifies the default for [Collation] in the [Copy Output] feature on the [Copy] screen. The options available vary depending on your machine configuration.

Copy Output - Separator Tray

Specifies the default for [With Separators] > [Paper Supply] in the [Copy Output] feature on the [Copy] screen.

Output Destination

Specifies the default output tray.

NOTE: When the staple/punch/fold function is used, the output tray changes to [Finisher Tray] automatically.

Annotations - Font Size

Specifies the default font size of annotations.

Annotations - Position on Side 2

Specifies the default annotation position for side 2 of copy sheets. Selecting [Mirror Side 1] prints annotations in the position symmetrical to the print position on side 1.

Annotations - Comment

Specifies whether to enable the Comment feature by default.

Annotations - Apply Comment To

Specifies the default pages a comment is to be printed on. Select from [First Page Only], [All Pages], and [All Pages Except First].

Annotations - Stored Comment

Specifies the default text strings for [Comment] in the [Annotations] feature on the [Output Format] screen.

Annotations - Comment - Position

Specifies the default for [Comment] > [Position] in the [Annotations] feature on the [Output Format] screen.

Annotations - Date Stamp

Specifies whether to enable the Date Stamp feature by default.

Annotations - Apply Date Stamp To

Specifies the default pages a date is to be printed on. Select from [First Page Only], [All Pages], and [All Pages Except First].

Annotations - Date Stamp - Position

Set the default value for [Position] displayed when [Date] is selected under [Annotations] on the [Output Format] tab.

Annotations - Page Numbers

Specifies whether to enable the Page Numbers feature by default.

Apply Page Numbers To

Specifies the default pages that page numbers are to be printed on. Select from [All Pages] and [All Pages Except First].

Annotations - Starting Number

Specifies the default starting number to use when page numbers are printed on copies.

Annotations - Page Numbers - Position

Specifies the default for [Page Number] > [Position] in the [Annotations] feature on the [Output Format] screen.

Annotations - Bates Stamp

Specifies whether to enable the Bates Stamp feature by default.

Annotations - Apply Bates Stamp To

Specifies the default pages that bates stamps are to be printed on. Select from [All Pages] and [All Pages Except First].

Bates Stamp - Starting Number

Specifies the default starting number to use when bates stamps are printed on copies.

Bates Stamp - Number of Digits

Specifies the default value for [Number of Digits] displayed when [Bates Stamping] is selected for [Page Number] under [Annotations] on the [Output Format] tab.

Bates Stamp - Stored Prefix

Specifies the prefix strings for bates stamps.

Bates Stamp - Position

Specifies the default value for [Position] displayed when [Bates Stamping] is selected for [Page Number] under [Annotations] on the [Output Format] tab.

Sample Job

Specifies the default for the [Sample Job] feature on the [Job Assembly] screen.

Booklet Creation - Cover Tray

Specifies the default for [Covers] > [Paper Supply] > [Cover Tray] in the [Booklet Creation] feature on the [Output Format] screen.

Covers - Cover Tray

Specifies the default for [Paper Supply] > [Cover Tray] in the [Covers] feature on the [Output Format] screen.

Build Job - Segment Separator Tray

Specifies the default for [Copy Job] > [Chapter Start] > [Separators Tray] of the [Build Job] feature on the [Job Assembly] screen.

Copy Control

This feature allows you to implement operational control of the various copy features.

1. Select [Copy Control] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Memory Full Procedure

Specifies the default process to execute if the hard disk becomes full while reading documents. A message asking how to process the data read up to that point is displayed. You can predefine a processing method to be performed after the message has been displayed for a specified period. If you select [Cancel Job], the data will be discarded. If you select [Run Job], the data read up to that point will be processed.

Maximum Stored Pages

Specifies the maximum number of pages that can be stored in memory when you copy documents. Select a number in the range from 1 to 999.

Auto Paper Off

Specifies the paper tray used when you cancel [Auto Paper Select] in the [Paper Supply] feature by selecting [Auto %] or [Independent X-Y%] in the [Reduce/Enlarge] feature.

Mixed Sized Originals - 2 Sided Copy

Specifies the copy operation when a different paper size is detected when making 2 sided copies from mixed sized originals. Select [Copy to new sheet] to print to a new page. Select [Copy to Side 2] to copy onto the reverse side of the current page.

NOTE: Some areas of images may be cropped if you select [Copy to Side 2].

Fine-tune 100%

Specifies the actual magnification ratio for making copies on the document glass when [100%] is selected on the [Reduce/Enlarge] screen. Fine tune the value in the range of 98.0 to 102.0%.

Pseudo-Photo Gradation Mode

Specifies whether to perform gradation level correction for documents containing photographs. Select from [Error Diffusion] and [Dither].

Original Type - See-Through Paper

Specifies whether to display the [Text on See-Through Paper] option when [Text] is selected on the [Original Type] screen.

Annotations - Edit Comment 1 to 8

Specifies whether to allow users to edit Comment 1 to Comment 8 in the Annotation settings.

Bates Stamp - Edit Prefix 1 to 8

Specifies whether to allow users to edit Prefix 1 to Prefix 8 in the Annotation settings.

Maximum Number of Sets

Allows you to specify the maximum number of allowed copy sets between 1 and 999. Users will not be able to specify the number of copy sets larger than the value set here.

Original Size Defaults

This feature allows you to assign preset document size buttons. These are displayed when you use the [Original Size] feature on the [Layout Adjustment] screen. If you predefine frequently used document sizes, you can set the size of the original, quickly and easily.

1. Select [Original Size Defaults] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].
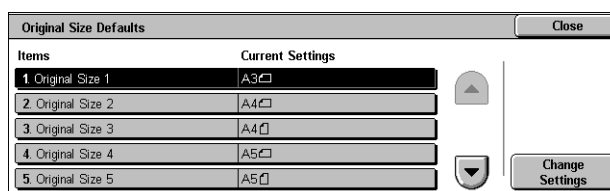
Original Size 1 to 11

Specifies the document sizes assigned to each of the 11 buttons.

• A/B Series Size

Specifies standard document sizes from A/B series. Use the scroll buttons to switch between screens.

• Inch Size

Specifies standard document sizes from Inch series. Use the scroll buttons to switch between screens.

• Others

Specifies other miscellaneous sizes. Use the scroll buttons to switch between screens.

• Custom Size

Specifies a user-defined size set using the scroll buttons.

Reduce/Enlarge Presets

This feature allows you to assign preset magnification buttons. These are displayed when you select [Proportional %] in the [Reduce/Enlarge] feature on the [Copy] screen. If you predefine frequently used magnifications, the original can be expanded or reduced, quickly and easily.

1. Select [Reduce/Enlarge Presets] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].
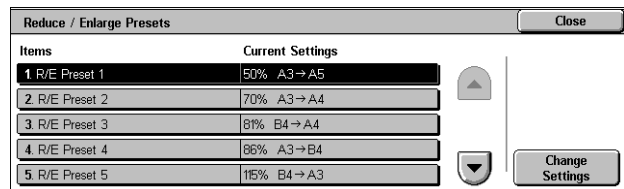
R/E Preset 1 to 7

Specifies the reduce/enlarge ratios assigned to each of the seven buttons. Select from 25 options in the range of 25-400%.

Connectivity & Network Setup

This section describes the features that allow you to change the default settings for the network configuration. For more information on network setups, refer to *Printer Environment Settings on page 225*.

NOTE: The options available may vary with the usage environment.

Port Settings – page 90
Protocol Settings – page 92
Machine's E-mail Address/Host Name – page 93
Proxy Server Settings – page 94
Outgoing/Incoming E-mail Settings – page 95
Remote Authentication Server Settings – page 96
Security Settings – page 97
Other Settings – page 100

1. Select [System Settings], and then select [Connectivity & Network Setup] in the [Group] menu.
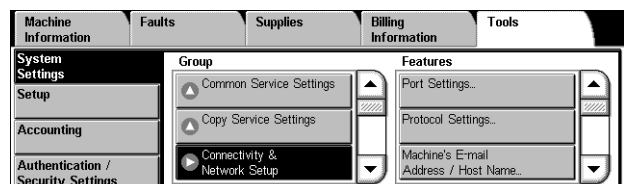
Port Settings

This feature allows you to set the print mode, port status, communication mode, and auto eject time for the communication ports.

1. Select [Port Settings] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.
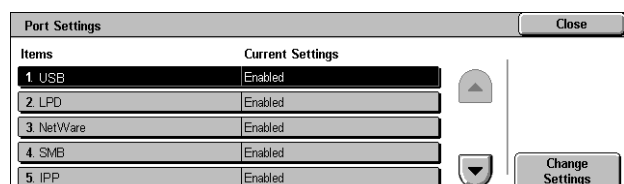
3. Select [Close].

USB

Specifies whether to enable the USB port and configures the port settings.

* Port Status

  Specifies whether to enable the USB port.

* Print Mode

  Specifies the PDL to be used for print jobs. Only pre-installed PDLs are available.

* PJL

  Specifies whether to enable the PJL (Printer Job Language).

* Auto Eject Time

  Specifies the time-out period when print data is not sent to the machine sequentially. If the specified time elapses, the remaining data inside the machine is automatically printed out. You can enter a time within the range of 5-1,275 seconds in 5-second increments.

* Adobe Communication Protocol

  Specifies the communication protocol format for Adobe Communication Protocol.

  – Standard - Select this option when the communication protocol is in ASCII format.

  – Binary - Select this option when the communication protocol is in binary format. Depending on the data, the print job may be completed faster than [Standard].

  – TBCP - Select this option to switch the specific control codes when the communication protocols involve both ASCII and binary formats.

  – RAW - Select this option when the communication protocol is in RAW format. Using this option allows you to correctly print EPS files from a Macintosh computer via USB.

LPD

Specifies whether to enable the LPD port, and specifies the port number and the maximum number of sessions.

NetWare

Specifies whether to enable the NetWare port.

SMB

Specifies whether to enable the SMB port.

IPP

Specifies whether to enable the IPP port, and specifies the port number.

EtherTalk

Specifies whether to enable the EtherTalk port.

Bonjour

Specifies whether to enable the Bonjour port.

Port 9100

Specifies whether to enable the Port 9100 port, and specifies the port number.

SNMP

Specifies whether to enable the SNMP agent.

FTP Client

Specifies whether to enable the FTP Client port.

Receive E-mail

Specifies whether to enable the mail receiving port.

Send E-mail

Specifies whether to enable the mail transmission port.

E-mail Notification Service

Specifies whether to enable the mail notification service.

UPnP Discovery

Specifies whether to enable the UPnP port, and specifies the port number.

WSD

Specifies whether to enable the WSD port, and specifies the port number.

Internet Services

Specifies whether to enable the Internet Services port, and specifies the port number.

SOAP

Specifies whether to enable the SOAP port, and specifies the port number to communicate with external applications.

WebDAV

Specifies whether to enable the WebDAV port, and specifies the port number and operation time limit.

Protocol Settings

This feature allows you to configure the machine settings that correspond with the protocol being used.

1. Select [Protocol Settings] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].
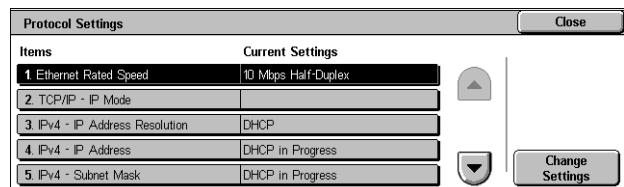
Ethernet Rated Speed

Specifies the Ethernet port speed according to the network environment to which the machine is connected.

TCP/IP - IP Mode

Specifies the IP operation mode. Selecting [Dual Stack] enables both IPv4 and IPv6 communications.

IPv4 - IP Address Resolution

Specifies how to get an IPv4 address for the machine. Selecting [STATIC] allows you to manually configure the IPv4 settings.

IPv4 - IP Address

Specifies the IP address in IPv4 format.

IPv4 - Subnet Mask

Specifies the subnet mask in IPv4 format.

IPv4 - Gateway Address

Specifies the gateway address in IPv4 format.

IPv4 - IP Filter

Specifies whether to filter access from remote machines. The IP addresses to be filtered can be specified in CentreWare Internet Services. For more details, refer to *Properties Features on page 174*.

IPv6 Address Manual Configuration

Specifies whether to set the IPv6 address manually. Selecting [Enabled] allows you to configure the IPv6 settings.

NOTE: Select [Enabled] when the machine is connected to a network on which IPv6 stateless address autoconfiguration is disabled, or when you want to set the static IPv6 address.

Manually Configured IPv6 Address

Specifies the IP address in IPv6 format.

Manually Configured IPv6 Prefix

Specifies the length of the IP address prefix between 0 to 128.

Manually Configured IPv6 Gateway

Specifies the gateway address in IPv6 format.

Auto Configured IPv6 Address

Displays the link-local address, auto stateless address 1 to 3, and auto gateway address.

IPv6 - IP Filter

Specifies whether to filter access from remote machines. The addresses to be filtered can be specified in CentreWare Internet Services. For more details, refer to *Properties Features on page 174*.

Machine's E-mail Address/Host Name

This feature allows you to set the e-mail address, host name, and domain name for the machine.

1. Select [Machine's E-mail Address/Host Name] in the [Features] menu.

2. Change the required settings.

3. Select [Close].

E-mail Address

Specifies the e-mail address of the machine. Enter an address of up to 128 characters.

Machine Name

Specifies the name of the machine.

Host Name

Specifies the host name of the machine. Enter a host name of up to 32 characters.

Domain Name

Specifies the domain name of the machine. Enter a domain name of up to 64 characters.

Proxy Server Settings

This feature allows you to set up the proxy server settings and HTTP/HTTPS server settings.

1. Select [Proxy Sever Settings] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Use Proxy Server

Specifies whether to enable the proxy server.

Proxy Server Setup

Specifies the proxy server assignment method. Select from [Different Proxy for Each Protocol] and [Same Proxy for All Protocols].

Addresses to Bypass Proxy Server

Specifies the addresses to bypass the proxy server. One address can be up to 64 characters long. When you specify multiple addresses, use semicolons to separate them.

HTTP Proxy Server Name

Specifies the HTTP proxy server name.

HTTP Proxy Server Port Number

Specifies the HTTP proxy server port number.

HTTP Proxy Server Authentication

Specifies whether to enable HTTP proxy server authentication.

HTTP Proxy Server Login Name

Specifies the HTTP proxy server login name.

HTTP Proxy Server Password

Specifies the HTTP proxy server password. Enter a password and then re-enter the password for confirmation.

HTTPS Proxy Server Name

Specifies the HTTPS proxy server name.

HTTPS Proxy Server Port Number

Specifies the HTTPS proxy server port number.

HTTPS Proxy Server Authentication

Specifies whether to enable HTTPS proxy server authentication.

HTTPS Proxy Server Login Name

Specifies the HTTPS proxy server login name.

HTTPS Proxy Server Password

Specifies the HTTPS proxy server password. Enter a password and then re-enter the password for confirmation.

Outgoing/Incoming E-mail Settings

This feature allows you to set the outgoing and incoming mail server settings.

1. Select [Outgoing/Incoming E-mail Settings] in the [Features] menu.

2. Change the required settings.

3. Select [Close].
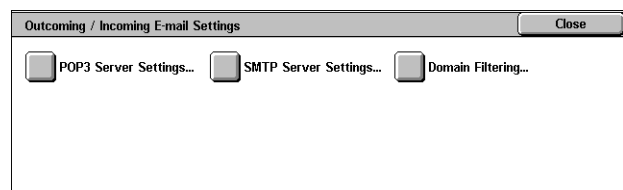
POP3 Server Settings

Specifies the POP3 server settings. Use the scroll buttons to switch between screens.

• POP3 Server Name / IP Address

    Specifies the server name or IP address of the POP3 server.

• POP3 Port Number

    Specifies the POP3 server port number.

• POP3 Polling Interval

    Specifies the POP3 server interval to poll the POP3 server. Enter a time in the range of 1 to 120 minutes.

• POP3 Login Name

    Specifies the POP3 server login name. Enter a login name of up to 64 characters.

• POP3 Password

    Specifies the POP3 server password. Enter a password of up to 32 characters and then re-enter the password for confirmation.

- POP Password Encryption

  Specifies whether to enable the POP password encryption using APOP.

SMTP Server Settings

Specifies the SMTP server settings. Use the scroll buttons to switch between screens.

- SMTP Server Name / IP Address

  Specifies the domain name or IP address of the SMTP server.

- SMTP Server Port Number

  Specifies the SMTP server port number.

- E-mail Send Authentication

  Specifies the SMTP server authentication method. If you select [POP before SMTP], POP server authentication is required before transmitting e-mails to the SMTP server. If you select [SMTP AUTH], the SMTP server authentication is enabled.

- SMTP AUTH Login Name

  Specifies the SMTP AUTH login name. Enter a login name of up to 64 characters. This entry is required only when [SMTP AUTH] is selected on the [E-mail Send Authentication] screen.

- SMTP AUTH Password

  Specifies the SMTP AUTH password. Enter a password of up to 36 characters and then re-enter the password for confirmation. This entry is required only when [SMTP AUTH] is selected on the [E-mail Send Authentication] screen.

Domain Filtering

Specifies domain name restrictions to filter incoming e-mail.

- Domain Filtering

  Specifies whether to enable domain filtering, and the type of filtering. Select from [Allow Domains] and [Block Domains] to enable filtering.

- Domain 1 to 50

  Specifies the domain names to be restricted or permitted according to the selection on the [Domain Filtering] screen.

Remote Authentication Server Settings

This feature allows you to set up the external authentication server and directory service settings. The options available may vary depending on your machine configuration.

1. Select [Remote Authentication Server Settings] in the [Features] menu.

2. Change the required settings.

3. Select [Close].
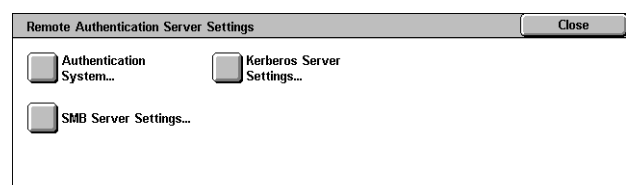
Authentication System Setup

- Authentication System

  Specifies the remote authentication service. Select from [Kerberos (Windows 2000)], [Kerberos (Solaris)], [LDAP], [SMB], and [Authentication Agent].

- Server Response Time-Out

  Specifies the time-out value for a response from the server.

- Search Time-Out

  Specifies the time-out value for user search on the server.

Kerberos Server Settings

Specifies the Kerberos servers. The following parameters are available for each Kerberos server. Use the scroll buttons to switch between screens.

- Kerberos Server 1 to 5

  – Primary Server Name / IP Address - Specifies the domain name or IP address of the primary server.

  – Primary Server Port Number - Specifies the primary server port number.

  – Secondary Server Name / IP Address - Specifies the domain name or IP address of the secondary server.

  – Secondary Server Port Number - Specifies the secondary server port number.

  – Domain Name - Specifies the Kerberos domain name. Enter a domain name up to 64 characters.

SMB Server Settings

Specifies the SMB server settings.

- SMB Server Setup

  Specifies the settings for the SMB server. Select [Domain Name] or [Domain & Server Names / Address].

- SMB Server 1 to 5

  – Domain Name - Specifies the domain name. This setting is mandatory. The domain name for SMB Server 1 will be the default domain name.

  – Server Name / IP Address - Specifies the server name or IP address of up to 64 characters. This setting is effective when [Domain & Server Names / Address] is selected in [SMB Server Setup].

Security Settings

This feature allows you to set up the security settings.

NOTE: It is necessary to specify the device certificate for the machine in order to specify the HTTP-SSL/TLS communications and S/MIME settings. For more information, refer to *Security - Encryption/Digital Signature on page 297*.

1. Select [Security Settings] in the [Features] menu.

2. Change the required settings.

3. Select [Close].
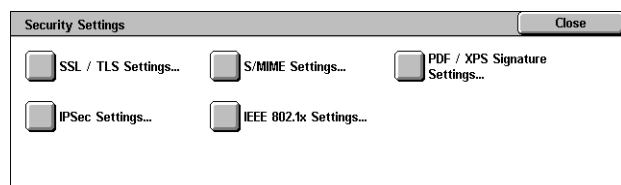
SSL/TLS Settings

Specifies the SSL/TLS settings.

- Device Certificate - Server

  Specifies the server certificate to attach to the e-mail address.

- HTTP - SSL/TLS Communication

  Specifies whether to enable SSL/TLS communications.

- HTTP - SSL/TLS Port Number

  Specifies the SSL/TLS communications port number.

- LDAP - SSL/TLS Communication

  Specifies whether to enable SSL/TLS communication using LDAP.

- Device Certificate - Client

  Specifies the client certificate to attach to the E-mail address.

- Verify Remote Server Certificate

  Specifies whether to enable verification of the remote server certificate.

S/MIME Settings

Specifies the S/MIME settings. Use the scroll buttons to switch between screens.

- Device Certificate - S/MIME

  Specifies the S/MIME certificate to attach to the E-mail address.

- S/MIME Communication

  Specifies whether to enable S/MIME communications.

- Receive Untrusted E-mail

  Specifies whether to receive an untrusted E-mail. Select [No] to block a non-S/MIME E-mail when S/MIME communication is enabled, and to block an E-mail with an incorrect signature/validation.

- Receive Untrusted Internet Fax

  Specifies whether to receive an untrusted Internet Fax. Select [No] to block a non-S/MIME Internet Fax when S/MIME communication is enabled, and to block an Internet Fax with an incorrect signature/validation.

- Message Digest Algorithm

  Specifies the message digest algorithm. Select from [SHA1] and [MD5].

- Message Encryption Method

  Specifies the message encryption method. Select from [3DES], [RC2-40], [RC2-64], and [RC2-128].

- Digital Signature - Outgoing E-mail

  Specifies whether to add a digital signature to an outgoing E-mail or to prompt the user to add the signature.

- Signature - Outgoing Internet Fax

  Specifies whether to add a signature to an outgoing Internet Fax or to prompt the user to add the signature.

- Certificate Auto Store

  Specifies the client certificate to attach to the E-mail address.

PDF/XPS Signature Settings

Specifies the PDF/XPS signature settings.

NOTE: XPS stands for XML Paper Specification.

- Device Certificate

  Specifies the certificate for the PDF/XPS signature. For information on certificates, refer to *Security - Encryption/Digital Signature on page 297*.

- PDF Signature

  Specifies whether to add a PDF signature, whether to add a visible or invisible signature, or whether to prompt the user to add a signature.

- XPS Signature

  Specifies whether to add a XPS signature, or whether to prompt the user to add a signature.

IPSec Settings

Allows you to configure the IPSec settings.

- IKE Authentication Method

  Specifies the authentication method.

- Preshared Key

  Specifies the preshared key. A preshared key is a password used for establishing trust between devices. This setting is valid when [IKE Authentication Method] is set to [Authenticate by Preshared Keys].

- Device Certificate

  Specifies the device certificate. This setting is valid when [IKE Authentication Method] is set to [Authenticate by Digital Signature].

- IPSec Communication

  Specifies whether to enable IPSec communications.

- IKE SA Life Time

  Specifies the IKE SA lifetime in the range of 60 to 28800 minutes in 1 minute increments. The value must be greater than the value set in [IPSec SA Life Time].

- IPSec SA Life Time

  Specifies the IPSec SA lifetime in the range of 300 to 28800 seconds in 1 second increments. The value must be smaller than the value set in [IKE SA Life Time].

- DH Group

  Specifies the DH group. [G2] ensures higher security than [G1].

- PFS Settings

  Specifies whether to enable the PFS (Perfect Forward Security).

- Destination IPv4 Address

  Specifies the destination address or the range of addresses in IPv4 format.

- Destination IPv6 Address

  Specifies the destination address or the range of addresses in IPv6 format.

- Communicate with Non-IPSec Device

  Specifies whether to enable communication with non-IPSec devices.

IEEE 802.1x Settings

Allows you to configure the IEEE 802.1x authentication settings.

- IEEE 802.1x

  Specifies whether to enable IEEE 802.1x authentication.

- Authentication Method

  Specifies the IEEE 802.1x authentication method.

- Login User Name

  Specifies the login user name for IEEE 802.1x authentication.

- Login Password

  Specifies the password for the login user name specified in [Login User Name].

- Server Certificate Verification

  Specifies whether to verify the server certificate. This setting is valid when [PEAP/MS-CHAPv2] is selected in [Authentication Method].

Other Settings

This feature allows you to set the e-mail receiving protocol and the output tray for e-mail printing.

1. Select [Other Settings] in the [Features] menu.

2. Change the required setting.

3. Select [Close].
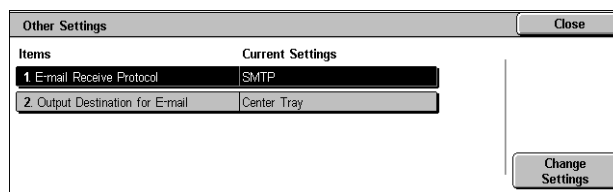
E-mail Receive Protocol

Specifies the protocol for receiving e-mail. Select from [SMTP] or [POP3].

Output Destination for E-mail

Specifies the output tray for e-mail printing. The available options vary depending on the machine configuration. Selecting [Auto] sets to the default output tray.

Print Service Settings

This section describes the features that allow you to change the default settings for the printer configuration. For more information, refer to the following:

Allocate Memory – page 101
Other Settings – page 103

1. Select [System Settings], and then select [Print Service Settings] in the [Group] menu.
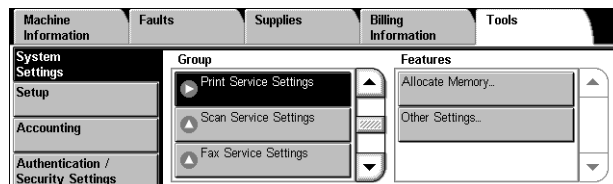
Allocate Memory

This feature allows you to specify memory capacities required for printing and for the receive buffer for each interface.

1. Select [Allocate Memory] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Allocate Memory		Close
Items	**Current Settings**	
1. PostScript Memory	16.00 MB	
2. Receiving Buffer - USB	64 KB	
3. Receiving Buffer - LPD	No Spooling: 1024 KB	
4. Receiving Buffer - NetWare	64 KB	Change Settings
5. Receiving Buffer - SMB	No Spooling: 1024 KB	
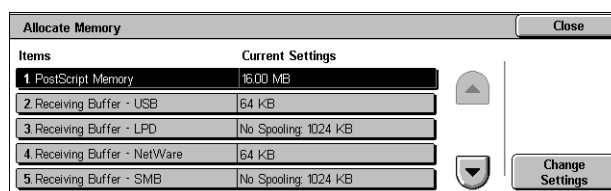
PostScript Memory

Specifies the PostScript memory capacity within the range of 16.00-96.00 MB in 0.25 MB increments using the scroll buttons or the numeric keypad. The currently available memory will be displayed at the top of the screen with the following message: "Memory Available: XXX MB."

Receiving Buffer - USB

Specifies the input buffer memory capacity for the USB interface within the range of 64-1024 KB in 32 KB increments using the scroll buttons or the numeric keypad. The currently available memory will be displayed at the top of the screen with the following message: "Memory Available: XXX MB."

Receiving Buffer - LPD

Specifies the input buffer memory capacity for the LPD interface. The currently available memory will be displayed at the top of the screen with the following message: "Memory Available: XXX MB."

NOTE: When printing with the receiving buffer spooling set to [Memory] or [Hard Disk], each page within a job is printed in the sequence assigned by the operating system. However, sometimes pages between different jobs may not be printed in the intended sequence if, for example, printing multiple copies of a single 1-page job. In this case, set spooling to [Off], the default, to maintain the intended printing sequence.

NOTE: If [Job Submission Order] is selected under [LPD Print Queue] in [Other Settings], this setting is fixed to [Spool to Hard Disk].

- No Spooling

  Specifies no spooling. Allows you to change the input buffer memory capacity within the range of 1024-2048 KB in 32 KB increments using the scroll buttons or the numeric keypad.

- Spool to Memory

  Specifies spooling to memory. Allows you to change the input buffer memory capacity within the range of 0.50-32.00 MB in 0.25 MB increments using the scroll buttons or the numeric keypad.

- Spool to Hard Disk

  Specifies spooling to the hard disk.

Receiving Buffer - NetWare

Specifies the input buffer memory capacity for the NetWare interface within the range of 64-1024 KB in 32 KB increments using the scroll buttons or the numeric keypad. The currently available memory will be displayed at the top of the screen with the following message: "Memory Available: XXX MB."

Receiving Buffer - SMB

Specifies the input buffer memory capacity for the SMB interface. The currently available memory will be displayed at the top of the screen with the following message: "Memory Available: XXX MB."

NOTE: When printing with the receiving buffer spooling set to [Memory] or [Hard Disk], each page within a job is printed in the sequence assigned by the operating system. However, sometimes pages between different jobs may not be printed in the intended sequence if, for example, printing multiple copies of a single 1-page job. In this case, set spooling to [Off], the default, to maintain the intended printing sequence.

• No Spooling

  Specifies no spooling. Allows you to change the input buffer memory capacity within the range of 64-1,024 KB in 32 KB increments using the scroll buttons or the numeric keypad.

• Spool to Memory

  Specifies spooling to memory. Allows you to change the input buffer memory capacity within the range of 0.50-32.00 MB in 0.25 MB increments using the scroll buttons or the numeric keypad.

• Spool to Hard Disk

  Specifies spooling to the hard disk.

Receiving Buffer - IPP

Specifies the input buffer memory capacity for the IPP interface. The currently available memory will be displayed at the top of the screen with the following message: "Memory Available: XXX MB."

NOTE: When printing with the receiving buffer spooling set to [Memory] or [Hard Disk], each page within a job is printed in the sequence assigned by the operating system. However, sometimes pages between different jobs may not be printed in the intended sequence if, for example, printing multiple copies of a single 1-page job. In this case, set spooling to [Off], the default, to maintain the intended printing sequence.

• No Spooling

  Specifies no spooling. Allows you to change the input buffer memory capacity within the range of 64-1,024 KB in 32 KB increments using the scroll buttons or the numeric keypad.

• Spool to Hard Disk

  Specifies spooling to the hard disk.

Receiving Buffer - EtherTalk

Specifies the input buffer memory capacity for EtherTalk interface within the range of 1024-2048 KB in 32 KB increments using the scroll buttons or the numeric keypad. The currently available memory will be displayed at the top of the screen with the following message: "Memory Available: XXX MB."

Receiving Buffer - Port 9100

Specifies the input buffer memory capacity for Port 9100 interface within the range of 64-1024 KB in 32 KB increments using the scroll buttons or the numeric keypad. The currently available memory will be displayed at the top of the screen with the following message: "Memory Available: XXX MB."

Other Settings

This feature allows you to specify a printable area and replacement method when paper runs short.

1. Select [Other Settings] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Other Settings		Close
Items	Current Settings	
1. Print Area	Standard	
2. Substitute Tray	Display Message	▲
3. Paper Type Mismatch	Display Confirmation Screen	
4. Unregistered Forms	Print	Change
5. Print User ID	Off	▼ Settings
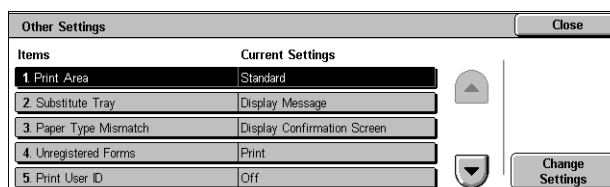
Print Area

Specifies the printable area. Select [Standard] to crop a margin 4.1 mm (0.16 inches) wide along all four edges of the paper. Select [Extended] to crop a margin of 2 mm (0.08 inches) along the edges.

Substitute Tray

Specifies the substitute tray when the machine cannot detect the paper tray corresponding to the document size with the auto paper selection.

• Display Message

Specifies a message prompt requesting paper supply be displayed without switching paper trays.

• Use Larger Size

Specifies switching to the tray loaded with the next larger size of paper and prints the document in its original size.

• Use Closest Size

Specifies switching to the tray loaded with the paper in the size closest to the selected paper. Image size may be automatically reduced as required.

NOTE: A job sent from a computer takes priority over a job instigated on the machine.

• Select Tray 5 (Bypass)

Specifies switching to the bypass tray.

Paper Type Mismatch

Specifies whether to print, display the confirmation screen, or display the paper supply screen when a paper type mismatch occurs.

Unregistered Forms

Specifies whether to abort a job which is specified to use form overlay when a form is not found (not registered) in the machine.

Print User ID

Specifies whether to print the user ID and the position to print the ID, when printing using a printer driver to distinguish between users. The user ID is a maximum of 64 characters set by the printer driver. For more information, refer to the printer driver online help.

Banner Sheet

Specifies whether to add sorting sheets (banner sheets). This is effective for sorting/classifying to differentiate printed sheets from the rest. You can add banner sheets before and/or at the end of the print job.

NOTE: Even if the Finisher is used, banner sheets will not be stapled. Banner sheets from print jobs from a Macintosh do not display the document name. Printing banner sheets also increments the billing meter.

Banner Sheet Tray

Specifies the tray for banner sheets.

PostScript Paper Supply

Specifies whether to use the DMS (Deferred Media Selection) feature of PostScript or to select a paper tray.

PostScript Font Absence

Specifies whether to substitute fonts automatically and continue the print job when a required font is not found. The substitute font is Courier.

NOTE: This feature is available only when PostScript is loaded.

PostScript Font Substitution

Specifies whether to use ATCx during font substitution.

NOTE: This feature is available only when PostScript is loaded.

XPS Print Ticket Processing

Specifies how the machine processes the print tickets written in XPS documents. Selecting [Off] does not process print tickets. Selecting [Standard Mode] uses the standard mode, and [Compatible Mode] uses the Microsoft-compliant mode to process print tickets.

NOTE: XPS stands for XML Paper Specification.

LPD Print Queue

Specifies the LPD print sequence. If [Job Submission Order] is selected, [Receiving Buffer - LPD] under [Allocate Memory] is automatically set to [Spool to Hard Disk].

Scan Service Settings

This section describes the features that allow you to configure or change machine settings specific to the scan features. For more information, refer to the following.

NOTE: When the Server Fax service is enabled, [Scan Service Settings] is displayed as [Scan/Fax Service Settings].

Scan Defaults – page 105
Scan to PC Defaults – page 106
Original Size Defaults – page 107
Output Size Defaults – page 107
Reduce/Enlarge Presets – page 108
Other Settings – page 108

1. Select [System Settings], and then select [Scan Service Settings] in the [Group] menu.
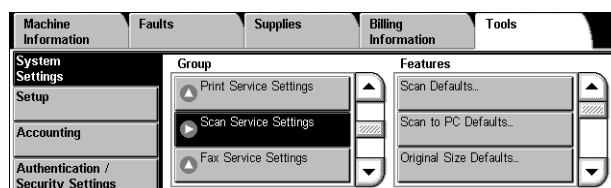
Scan Defaults

This feature allows you to configure or change various default settings for the scan features.

1. Select [Scan Defaults] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].
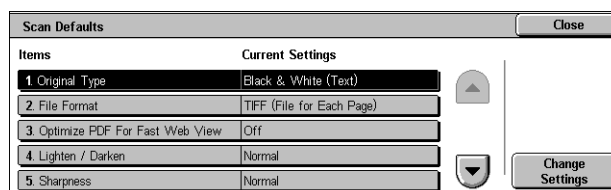
Original Type

Specifies the default for the [Original Type] feature on the [General Settings] screen.

File Format

Specifies the default for the [File Format] feature on the [E-mail Options] / [Filing Options] screen.

Optimize PDF For Fast Web View

Specifies the default status of the [Optimize PDF Fast Web View] check box that is displayed for the [PDF Multiple Pages per File] option of the [File Format] feature on the [E-mail Options] / [Filing Options] screen. Select [On] to place a check mark in the check box by default.

Lighten/Darken

Specifies the default for the [Lighten/Darken] feature on the [Advanced Settings] screen.

Sharpness

Specifies the default for the [Sharpness] feature on the [Advanced Settings] screen.

Background Suppression

Specifies the default for the [Background Suppression] feature on the [Advanced Settings] screen.

Original Orientation

Specifies the default for the [Original Orientation] feature on the [Layout Adjustment] screen.

Resolution

Specifies the default for the [Resolution] feature on the [Layout Adjustment] screen.

Mixed Sized Originals

Specifies the default setting of the [Original Size] feature on the [Layout Adjustment] screen. Select [On] to select the [Mixed Sized Originals] option by default.

Edge Erase

Specifies the default for the [Edge Erase] feature on the [Layout Adjustment] screen.

Edge Erase - Top & Bottom Edges

Specifies the default for the top and bottom margins of the [Edge Erase] feature on the [Layout Adjustment] screen. Set the margins within the range of 0-50 mm (0-2.0 inches) using the scroll buttons or the numeric keypad on the control panel.

Edge Erase - Left & Right Edges

Specifies the default for the left and right margins of the [Edge Erase] feature on the [Layout Adjustment] screen. Set the margins within the range of 0-50 mm (0-2.0 inches) using the scroll buttons or the numeric keypad on the control panel.

E-mail Subject

Specifies the default e-mail subject to be displayed under [Subject] on the [E-mail] screen.

Scan to PC Defaults

This feature allows you to configure or change the default settings for scanning and sending documents to specified destinations through the FTP or SMB protocol.

1. Select [Scan to PC Defaults] in the [Features] menu.

2. Change the setting.

3. Select [Close].
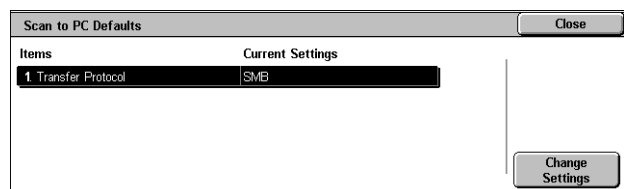
Transfer Protocol

Specifies the default transfer protocol.

Original Size Defaults

This feature allows you to configure or change the original size buttons on the [Original Size] feature on the [Layout Adjustment] screen.

1. Select [Original Size Defaults] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Original Size Defaults		Close
Items	**Current Settings**	
1. Original Size 1	A3⊿	▲
2. Original Size 2	A4⊿	
3. Original Size 3	A4⊿	
4. Original Size 4	A5⊿	▼
5. Original Size 5	B4⊿	Change Settings

Original Size 1 to 11

• A/B Series Size

Specifies standard document sizes in A/B series. Use the scroll buttons to switch between screens.

• Inch Size

Specifies standard document sizes in Inch series. Use the scroll buttons to switch between screens.

• Others

Specifies other miscellaneous sizes. Use the scroll buttons to switch between screens.

• Custom Size

Specifies a user-defined size set using the scroll buttons.

Output Size Defaults

This feature allows you to configure or change the output size buttons displayed when [Enter Output Size] is selected for the [Reduce/Enlarge] feature on the [Layout Adjustment] screen.

1. Select [Output Size Defaults] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Output Size Defaults		Close
Items	**Current Settings**	
1. Output Size 1	A3⊿	▲
2. Output Size 2	A4⊿	
3. Output Size 3	A4⊿	
4. Output Size 4	A5⊿	▼
5. Output Size 5	B4⊿	Change Settings
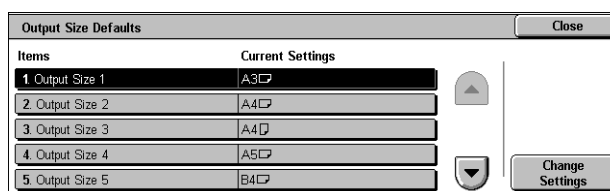
Output Size 1 to 8

• A/B Series Size

Specifies standard document sizes in A/B series.

• Inch Size

Specifies standard document sizes in Inch series.

• Others

Specifies other miscellaneous sizes.

Reduce/Enlarge Presets

This feature allows you to configure or change the reduction/enlargement ratio buttons that appear when [Proportional %] is selected for the [Reduce/Enlarge] feature on the [Layout Adjustment] screen.

1. Select [Reduce/Enlarge Presets] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Reduce / Enlarge Presets		Close
Items	Current Settings	
1. R/E Preset 1	50% A3→A5	
2. R/E Preset 2	70% A3→A4	
3. R/E Preset 3	81% B4→A4	
4. R/E Preset 4	86% A3→B4	Change Settings
5. R/E Preset 5	115% B4→A3	
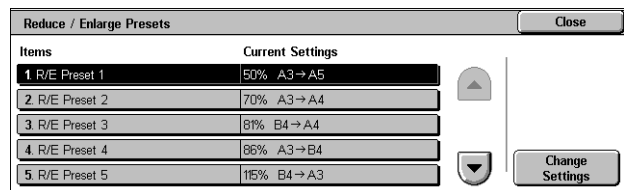
R/E Preset 1 to 7

• Preset %

Specifies the reduce/enlarge ratios assigned to each of the seven buttons. Select from 25 options in the range of 25-400%.

• Variable %

Specifies the reduce/enlarge ratios using the scroll buttons in the range of 25% to 400% in 1% increments.

Other Settings

This feature allows you to configure or change other machine settings specific to the scan features.

1. Select [Other Settings] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Other Settings		Close
Items	Current Settings	
1. Memory Full Procedure	Delete Job	
2. Maximum Stored Pages	999	
3. TIFF Format	TIFF V6	
4. Image Transfer Screen	Disabled	Change Settings

Memory Full Procedure

Specifies the default process to execute if the hard disk becomes full while reading documents. A message asking how to process the data read up to that point is displayed. You can predefine a processing method to be performed after the message has been displayed for a specified period. If you select [Cancel Job], the data will be discarded. If you select [Run Job], the data read up to that point will be processed.

Maximum Stored Pages

Specifies the maximum number of pages to be stored in memory through scanning. Select a number in the range from 1 to 999.

TIFF Format

Specifies the type of the TIFF format to be used when TIFF is selected for saving scanned data.

Image Transfer Screen

Specifies whether to display a confirmation message when scanning is finished. Select from [Disabled], [Display Message Only], and [Display Message and Screen].

Fax Service Settings

This section describes the features that allow you to change the default settings for the fax mode. For more information, refer to the following:

Screen Defaults – page 109
Fax Defaults – page 109
Fax Control – page 111
Fax Received Options – page 114
Reduce/Enlarge Presets – page 114
Original Size Defaults – page 115
Local Terminal Information – page 115
Internet Fax Control – page 116

1. Select [System Settings], and then select [Fax Service Settings] in the [Group] menu.
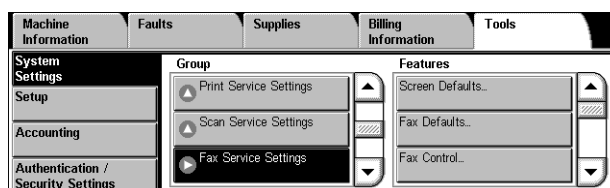
Screen Defaults

This feature allows you to define the initial settings for the fax feature screens.

1. Select [Screen Defaults] in the [Features] menu.

2. Change the required settings.

3. Select [Close].
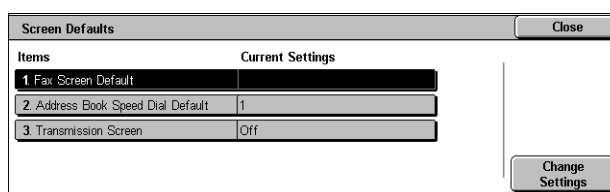
Fax Screen Default

Specifies the fax default screen to display when you select the Fax/Internet Fax service. Select from [Fax Recipients Programming Screen], [General Settings], and [Address Book].

Address Book Speed Dial Default

Specifies the default address book entry number to display at the top of the [Address Book] screen. Set the key number within the range of 1 to 500 using the scroll buttons or the numeric keypad on the control panel.

Transmission Screen

Specifies whether to display the transmission status while sending documents.

Fax Defaults

This feature allows you to set the default for each Fax/Internet Fax service. The settings are returned to the defaults set here when the power is switched on, when the Energy Saver mode is cancelled, or when the <Reset> button is pressed. If you set a default for the functions you frequently use, you can quickly send documents without changing the settings each time.

1. Select [Fax Defaults] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Fax Defaults		Close
Items	Current Settings	
1. Lighten / Darken	Normal	
2. Original Type	Text	
3. Resolution	Standard (200x100 dpi)	
4. Mixed Sized Originals	Off	Change Settings
5. Confirmation Options	No Report	
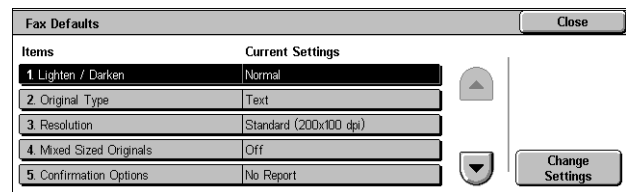
Lighten/Darken

Specifies the default for the [Lighten/Darken] feature on the [General Settings] screen.

Original Type

Specifies the default for the [Original Type] feature on the [General Settings] screen.

Resolution

Specifies the default for the [Resolution] feature on the [General Settings] screen.

Mixed Sized Originals

Specifies the default for the [Mixed Sized Originals] feature on the [Layout Adjustment] screen.

Confirmation Options

Specifies the default for the [Confirmation Options] feature on the [Fax Options] screen.

Delivery Receipts/Read Receipts

Specifies the default for the [Delivery Receipts/Read Receipts] feature on the [Internet Fax Options] screen.

NOTE: You can use [Read Receipts] only if the remote Internet Fax machine supports the feature.

Starting Rate

Specifies the default for the [Starting Rate] feature on the [Fax Options] and [Internet Fax Options] screens.

Delay Start - Specific Time

Specifies the default for the [Priority Send/Delay Start] feature on the [Fax Options] screen.

Transmission Header Text

Specifies the default for the [Transmission Header Text] feature on the [Fax Options] and [Internet Fax Options] screens.

Internet Fax Profile

Specifies the default for the [Internet Fax Profile] feature on the [Internet Fax Options] screen.

NOTE: Although [TIFF-S] can be received by any remote machine supporting Internet Fax, [TIFF-F] and [TIFF-J] may not be received. When you set to [TIFF-F] or [TIFF-J], check the capability of the remote machine in advance.

Internet Fax Subject

Specifies the default e-mail subject to be used for Internet Fax transmission.

Fax Control

This feature allows you to conduct operational control of the various fax features.

1. Select [Fax Control] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Fax Control		Close
Items	**Current Settings**	
1. Re-enter Recipients	Enter Once Only	
2. Re-enter Broadcast Recipients	Broadcast Disabled	
3. Re-enter Speed Dial Recipients	Enter Twice	
4. Re-enter Group Recipients	Enter Twice	Change Settings
5. Transmission Header Text - Polling	Display Header	
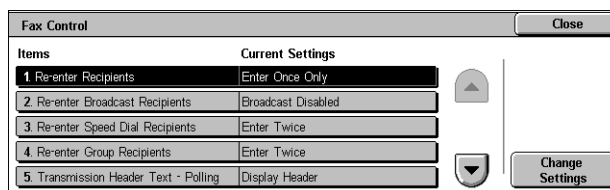
Re-enter Recipients

Specifies whether to re-enter a recipient address after once entering it, to reduce the risk of sending a fax to the wrong address. When [Enter Twice] is selected, you will be prompted to re-enter a specified address for confirmation.

Re-enter Broadcast Recipients

Specifies whether to re-enter Broadcasting recipient addresses after once entering them, or whether to enable or disable the Broadcasting feature itself. This setting is effective when you select [Enter Twice] under [Re-enter Recipients].

Re-enter Speed Dial Recipients

Specifies whether to re-enter a recipient address after once specifying it using Speed Dial. This setting is effective when you select [Enter Twice] under [Re-enter Recipients]. Selecting [Re-enter Fax Number or E-mail] prompts you to manually re-enter a fax number or e-mail address for confirmation.

Re-enter Group Recipients

Specifies whether to re-enter group addresses after once entering them, or whether to enable or disable the group dialing feature itself. This setting is effective when you select [Enter Twice] under [Re-enter Recipients], and also when you select [Enter Once Only] or [Enter Twice] under [Re-enter Broadcast Recipients].

Transmission Header Text - Polling

Specifies whether to send header information when you send documents with the [Store for Polling] feature on the [More Fax Options] screen.

Polled Documents - Auto Delete

Specifies whether to automatically delete the document data for the [Store for Polling] feature on the [More Fax Options] screen from memory after the remote machine has polled your document.

Rotate 90 degrees

Specifies whether to determine to rotate the image before reducing the image size. This setting is effective when you select [Auto %] in the [Reduce/Enlarge] feature.

Mixed Sized Originals Scan Mode

Specifies whether to scan non-standard size documents for fax or Internet Fax transmissions. Selecting [Standard Size Mode] is recommended if you always scan only standard-size documents.

NOTE: When [Standard Size Mode] is selected, some areas of the images may be lost in the following cases:

– If non-standard size documents are scanned

– If B4-size documents are scanned with [Paper Size Settings] set to [Inch Series]

Sender ID

Specifies whether to notify the remote machine of the machine's G3-ID (fax number) when you send documents with G3 in the [Communication Mode].

Save Undelivered Faxes

Specifies whether to save fax documents that could not be sent. Select [Yes] to display the Undelivered Faxes feature in the [Stored Print Jobs & More] tab in Job Status, from where you can resend the fax document.

Save Deleted Faxes

Specifies whether to store fax documents where the fax transmission was forcibly deleted.

Saved Faxes - Auto Delete

Specifies whether to automatically delete stored documents.

Transmission Interval

Specifies the period between transmissions within the range of 3 to 255 seconds using the scroll buttons or the numeric keypad on the control panel. The longer the transmission interval, the longer the total time spent for operation, but the machine can receive faxes during the standby time.

Batch Send

Specifies whether to send pending documents to an identical destination as a batch with a single transmission thereby reducing telephone charges.

Manual Send/Receive Default

Specifies the default for whether the [Manual Receive] or [Manual Send] button is to be selected when you use the [On-Hook] feature.

Fax Receiving Mode

Specifies the default for fax reception mode. Select from [Auto Receive] and [Manual Receive].

Border Limit

Specifies the value to divide a document onto two pages when the received documents are longer than the loaded paper size. Enter a value within the range of 0-127 mm (0-5.0 inches) using the scroll buttons or the numeric keypad on the control panel. We recommend you use this feature with the following [Auto Reduce on Receipt] feature.

Auto Reduce On Receipt

Specifies whether to reduce and reproduce an image onto a single page if the received document length exceeds the length of the loaded paper, but is within the value set in the Border Limit feature. We recommend you use this feature with the [Border Limit] feature. If this feature is set to [No] and the document length exceeds the paper length, image loss may occur.

Tray for Printing Incoming Faxes

Specifies the trays for incoming faxes. You can select one or more trays except Tray 5 (Bypass). If the trays selected here run out of paper, Tray 5 (Bypass) is used.

2 Pages Up On Receipt

Specifies whether to print consecutively received two documents onto one page. It is effective in saving paper. If the number of received pages is odd, a blank page will be added at the end. If the sizes of received pages are different, the larger size will be used.

NOTE: If the same size paper as the received document size is available, that paper will be printed even when you set this feature to [Yes].

2 Sided Printing

Specifies whether to print received documents or private mailbox documents onto both sides of a sheet. This is effective in saving paper.

NOTE: Some data may not allow you to use this feature even when you set it to [On].

Edge Erase - Top & Bottom Edges

Specifies the margin on the top and bottom of the received document by cutting off the original image. You can set the margins within the range of 0-20 mm (0-0.8 inches) using the scroll buttons or the numeric keypad on the control panel.

Edge Erase - Left & Right Edges

Specifies the margin on the left and right of the received document by cutting off the original image. You can set the margins within the range of 0-20 mm (0-0.8 inches) using the scroll buttons or the numeric keypad on the control panel.

**Reduce 8.5×11" SEF Original to A4 SEF**

Specifies whether a 8.5 × 11.0 inches (216 × 279 mm) size document is to be reduced to the A4 size when [Reduce/Enlarge] in the [Layout Adjustment] screen is set to [Auto %].

Pseudo-Photo Gradation Mode

Specifies whether to perform gradation level correction for documents containing photographs. Select from [Error Diffusion] and [Dither].

Mailbox Selector Setup

Specifies whether to sort the received documents to the mailboxes by the incoming line when more than one line is in use.

NOTE: When setting the mailbox selector feature, select a mailbox that has already been registered. If an unregistered mailbox is selected, the received document is automatically printed instead of stored in a mailbox.

Memory Full Procedure

Specifies the default process to execute if the hard disk becomes full while reading documents. A message asking how to process the data read up to that point is displayed. You can predefine a processing method to be performed after the message has been displayed for a specified period. If you select [Cancel Job], the data will be discarded. If you select [Run Job], the data read up to that point will be processed.

Maximum Stored Pages

Specifies the maximum number of pages that can be stored in memory when you copy documents. Select a number in the range from 1 to 999.

Mailbox Receive Display Priority 1 to 3

Specifies the display priority to the fax documents in mailboxes. Select from [F Code], [Remote Terminal ID], and [Remote Terminal Name].

Direct Fax

Specifies whether to enable or disable the Direct Fax feature.

Line 1 - Line Selection

Specifies whether to use Line 1 for both fax transmission and fax reception, or for fax reception only.

Fax Received Options

This feature allows you to sort received documents by incoming line to specified mailboxes or to the output trays.

1. Select [Fax Received Options] in the [Features] menu.

2. Change the required settings.

3. Select [Close].
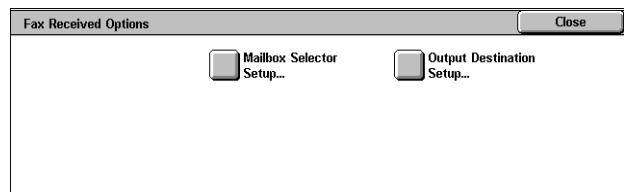
Mailbox Selector Setup

Specifies the mailbox for storing received documents sorted by the incoming line. Up to 200 mailboxes can be registered.

NOTE: Before using this feature, select [Enabled] in the [Mailbox Selector Setup] feature on the [Fax Control] screen.

• Fax Received - Line 1

Specifies whether incoming documents on this line are stored in a mailbox. Select [On] to display [Mailbox Number].

Output Destination Setup

Specifies the output tray for printing received documents sorted by the incoming line. The output tray for [Public Mailbox Printed Documents] can also be set.

• Fax Received - Line 1

Specifies the output tray.

• Public Mailbox Printed Documents

Specifies the output tray for documents printed from public mailboxes, both manually and automatically using job flow sheets.

Reduce/Enlarge Presets

This feature allows you to configure or change the reduction/enlargement ratio buttons that appear when [Preset %] is selected on the [Reduce/Enlarge] feature on the [Layout Adjustment] screen.

1. Select [Reduce/Enlarge Presets] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].
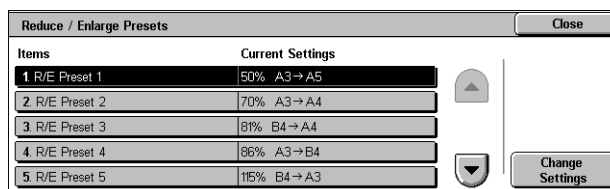
R/E Preset 1 to 7

• Preset %

Specifies the reduce/enlarge ratios assigned to each of the seven buttons. Select from 25 options in the range of 50-400%.

• Variable %

Specifies the reduce/enlarge ratios using the scroll buttons in the range of 50% to 400% in 1% increments.

Original Size Defaults

This feature allows you to configure or change the scan size buttons on the [Original Size] feature on the [Layout Adjustment] screen.

1. Select [Original Size Defaults] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].

Original Size 1 to 11

• A/B Series Size

Specifies standard document sizes in A/B series. Use the scroll buttons to switch between screens.

• Inch Size

Specifies standard document sizes in Inch series. Use the scroll buttons to switch between screens.

• Others
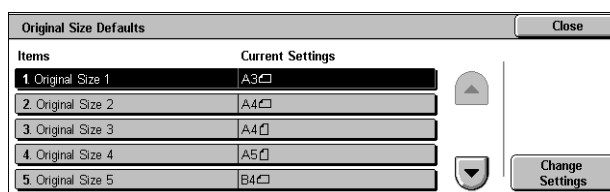
Specifies other miscellaneous sizes. Use the scroll buttons to switch between screens.

Local Terminal Information

This feature allows you to register or change the local terminal information.

1. Select [Local Terminal Information] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].
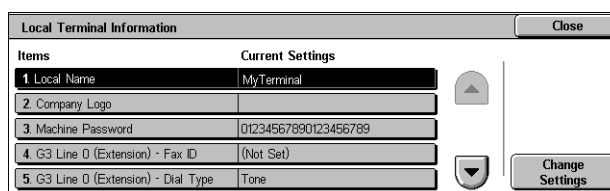
Local Name

Specifies the local name so that the remote machine can identify your machine. Enter up to 20 characters using the screen keyboard on the touch screen. The local name will be shown in the display or communication management report of the destination.

For information on the screen keyboard, refer to Cover Page in the Fax chapter of the User Guide.

Company Logo

Specifies the sender name (company logo). Enter up to 30 characters using the screen keyboard on the touch screen. The sender name is printed in the [Transmission Header Text] or [Cover Page].

Machine Password

Specifies a password to restrict the remote machines which can send documents. By setting a machine password, your machine can accept receiving or polling only from remote machines that send a correct machine password in F Code. Enter up to 20 digits using the screen keyboard on the touch screen. Permissible characters are 0 to 9, *, #, and <space>. When using this feature, you cannot receive documents from remote machines without the F Code function.

G3 Line 1

• Fax ID

Specifies the G3 ID (fax number). Enter up to 20 digits, comprising 0-9, +, and <space> characters.

• Dial Type

Specifies tone or pulse dialing.

• Line Type

Specifies subscriber line (PSTN) or private branch exchange (PBX) line type.

Internet Fax Control

This feature allows you to define Internet Fax control functions.

1. Select [Internet Fax Control] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].
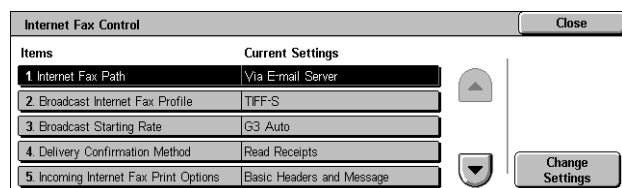
Internet Fax Path

Specifies the Internet Fax path. Select [Via E-mail Server] to send through a mail server. Select [Direct (P2P)] to bypass the SMTP server and send directly to an Internet Fax-capable machine.

Broadcast Internet Fax Profile

Specifies the default Internet Fax profile for broadcasting.

For more information on Internet Fax profile, refer to *Internet Fax Profile on page 110*.

NOTE: Although [TIFF-S] can be received by any remote machine supporting Internet Fax, [TIFF-F] and [TIFF-J] may not be received. When you set to [TIFF-F] or [TIFF-J], check the capability of the remote machine in advance.

Broadcast Starting Rate

Specifies the default starting rate for broadcasting Internet Fax.

Delivery Confirmation Method

Specifies the method of confirming delivery of an Internet Fax transmission. Select [Delivery Receipts] to receive a notification mail that informs you whether an Internet Fax is delivered to the destination. Select [Read Receipts] to receive a notification mail that informs you that an Internet Fax has been correctly handled at the destination.

Incoming Internet Fax Print Options

Specifies whether to print the header and body, the subject and body, or attached files of a received e-mail. This is effective in saving paper and printing the attached files.

Internet Fax Output Destination

Specifies the output tray for printing received e-mails.

Fax Transfer from Address Book

Specifies whether to restrict the forwarding of received e-mails as fax documents to an address not registered in the Address Book. If [On] is selected, and you attempt to forward a received e-mail to an address not registered in the Address Book, forwarding will not be executed, and e-mail data will be discarded.

Transmission Header - Fax Transfer

Specifies whether to use the [Transmission Header Text] feature when you forward a received e-mail to remote machines as a fax document. Select [On] to send header information at the top of each page of the document.

Fax Transfer Maximum Data Size

Specifies the maximum data size when you forward a received e-mail to remote machines as a fax document. Enter a size within the range of 1 to 65535 KB by using the scroll buttons or the numeric keypad. If [On] is selected, and you attempt to forward a received e-mail with a larger data size than specified, forwarding will not be executed, and e-mail data will be discarded.

E-mail/Internet Fax Service Settings

This section describes the features that allow you to configure or change machine settings for sending scanned documents as e-mail attachments. For more information, refer to the following.

NOTE: When the Server Fax feature is enabled, [E-mail/Internet Fax Service Settings] is displayed as [E-mail Service Settings].

E-mail Control – page 118

1. Select [System Settings], and then select [Email/Internet Fax Service Settings] in the [Group] menu.

2. Select [E-mail Control] in the [Features] menu.
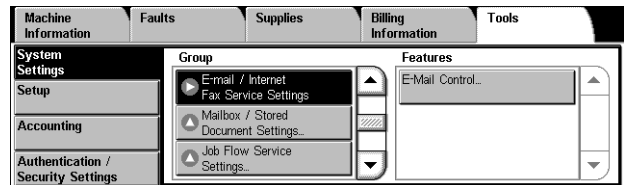
E-mail Control

This feature allows you to configure or change other machine settings for sending scanned documents as e-mail attachments.

1. Select [E-mail Control] in the [Features] menu.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Close].
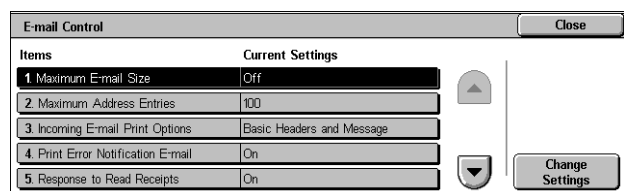
Maximum E-mail Size

Specifies whether to restrict the size of scanned data to be sent as e-mail attachments. Select [On] to enter the maximum size of data in the range from 50 to 65535 KB using the scroll buttons or the numeric keypad.

Maximum Address Entries

Specifies the maximum total number of To, Cc, and Bcc recipients of a single e-mail. Enter the number in the range from 1 to 100 using the scroll buttons or the numeric keypad.

Incoming E-mail Print Options

Specifies whether to print the header and body, the subject and body, or attached files of a received e-mail. This is effective in saving paper and printing the attached files.

Print Error Notification E-mail

Specifies whether to print error notification mails automatically when e-mails are not delivered due to an error.

Response to Read Receipts

Specifies whether to send the processing result to the host machine when an e-mail requesting acknowledgement is received.

Read Receipts

Specifies whether to request destinations to send back acknowledgement when opening e-mail.

Print Delivery Confirmation E-mail

Specifies whether to automatically print out transmission confirmation e-mails.

Max number of pages per Split Send

Specifies whether to split scanned data into multiple files by the selected number of pages. Select [On] to enter the number of pages in the range of 1 to 999 using the scroll buttons or the numeric keypad.

NOTE: Scanned data can be split into multiple files when PDF or multi-page TIFF is selected as the file format.

Allow Casual Users to Edit From Field

Specifies whether unauthorized users have permission to edit the From field mail address in the [Recipient(s)] feature on the [E-mail] screen.

Allow Guest Users to Edit From Field

Specifies whether guest users have permission to edit the From field mail address in the [Recipient(s)] feature on the [E-mail] screen.

Allow to edit From if Search found

Specifies whether registered authorized users have permission to edit the From field E-mail address, after a successful search on a remote directory service, in the [Recipient(s)] feature on the [E-mail] screen.

Allow to edit From if Search failed

Specifies whether registered authorized users have permission to edit the From field E-mail address, after a search failure on a remote directory service, in the [Recipient(s)] feature on the [E-mail] screen.

E-mail Sending When Search Failed

Specifies whether registered authorized users have permission to send an E-mail, after a search failure on a remote directory service.

Add Me to "To" Field

Specifies whether to automatically add the sender to the To field.

NOTE: If the number of specified destinations reaches the limit, the sender will not be added to the To field even if this setting is set to [Yes].

Add Me to "CC" Field

Specifies whether to automatically add the sender to the CC field.

NOTE: If the number of specified destinations reaches the limit, the sender will not be added to the CC field even if this setting is set to [Yes].

Edit E-mail Recipients

Specifies whether to permit users to edit e-mail recipients (To, CC, BCC). Selecting [No] prevents emails from being sent to incorrect destinations.

NOTE: If you set [Edit E-mail Recipients] to [No], set [Add Me to To Field] to [Yes].

Mailbox/Stored Document Settings

This section describes the features that allow you to configure various settings for mailboxes created for saving confidential incoming fax documents or scanned documents. For more information, refer to the following:

Mailbox Service Settings – page 120
Stored Document Settings – page 121

1. Select [System Settings], and then select [Mailbox/Stored Document Settings] in the [Group] menu.
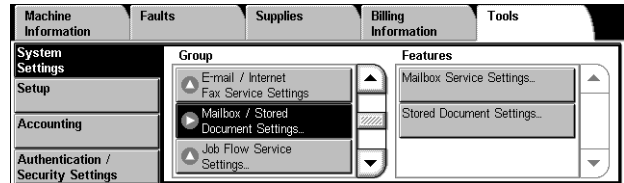
Mailbox Service Settings

This feature allows you to specify whether to discard documents once received from a client and whether received Internet Fax documents can be forwarded.

1. Select [Mailbox Service Settings] in the [Features] menu.

2. Change the required settings.

3. Select [Close].
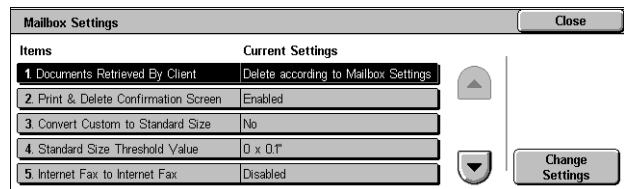
Documents Retrieved By Client

Specifies when and how to delete documents in mailboxes after they are retrieved.

• Delete according to Mailbox Settings

   Deletes documents according to the settings made for the individual mailbox.

• Force Delete

   Deletes documents immediately after they are retrieved.

Print & Delete Confirmation Screen

Specifies whether to display a confirmation message screen when deleting a document.

Convert Custom to Standard Size

Specifies whether to convert custom non-standard sized fax and Internet Fax documents to standard sized documents before transmission.

Standard Size Threshold Value

Specifies the size threshold for which custom sized documents are converted to standard sized documents.

Internet Fax to Internet Fax

Specifies whether to allow documents received through the Internet Fax service to be automatically retransmitted through the Internet Fax service.

Internet Fax to E-mail

Specifies whether to allow documents received through the Internet Fax service to be automatically retransmitted as e-mail.

Stored Document Settings

This feature allows you to select whether documents stored in a mailbox are automatically deleted. You can set how long documents are kept and what time they are deleted.

You can also select whether individual documents are deleted or not.

1. Select [Stored Document Settings] in the [Features] menu.

2. Change the required settings.

3. Select [Close].

Stored Document Settings		Close
Items	**Current Settings**	
1. Mailbox Document Expiration Date	Off	
2. Stored Document Expiration Date	Off	
3. Print Job Confirmation Screen	Disabled	
4. Min. Passcode Length for Stored Job	0 Digit(s)	Change Settings
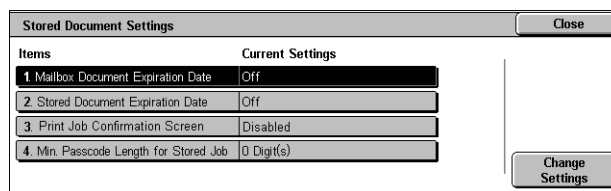
Mailbox Document Expiration Date

Specifies whether to delete documents from mailboxes when the specified period of time elapses. Enter the number of days to store documents in the range from 1 to 14 days, and enter the time documents are to be deleted using the scroll buttons or the numeric keypad.

Stored Document Expiration Date

Specifies the retention period for stored documents. Selecting [On] allows you to specify a retention period in the range of 4 to 23 hours, in 1 hour increments.

NOTE: If the machine is turned off before the specified period of time elapses, the stored document will be deleted when the machine is turned back on.

Print Job Confirmation Screen

Specifies whether to display a print confirmation screen on the control panel before the machine prints a print job. Selecting [Enabled] displays a confirmation screen, and allows you to change the number of print sets on the screen. Selecting [Disabled] does not display a confirmation screen, and prints one print set only.

Min. Passcode Length for Stored Job

Set the minimum number of digits allowed for a passcode between 0 and 12 digits. A passocde is required when Secure Print or Private Charge Print documents are to be stored or printed. A passcode must have digits equal to or longer than the value specified here.

Job Flow Service Settings

This feature allows you to configure the settings for accessing a pool server. A pool server is a remote server that stores and manages job flow sheets.

To use a pool server, the machine must be registered on the pool server in advance.

1. Select [System Settings], and then select [Job Flow Service Settings] in the [Group] menu.

2. Select the required setting.

Machine Information	Faults	Supplies	Billing Information	Tools
System Settings	Group			
Setup	Job Flow Service Settings...			
Accounting				
Authentication / Security Settings				
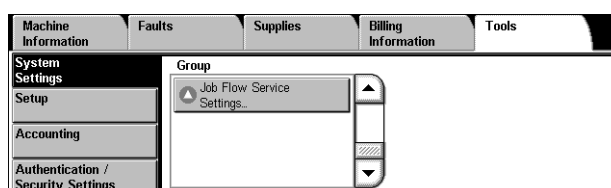
Pool Server

Specifies whether to use a pool server.

Pool Server Login Method

Specifies the pool server login method. Selecting [Show login screen] displays a login screen to enter the login name and the password each time the machine accesses the pool server.

Job Flow Sheet List Default

Specifies the default job flow sheet list to be displayed on the [Job Flow Sheets] screen. Selecting [Local Machine] displays the job flow sheet list stored in the machine. Selecting [Pool Server] displays the list stored in the pool server.

Setup

This section describes the Setup menu that is also available for general users. In this menu, you can register various items such as mailboxes, destination addresses and job flow sheets. For more information, refer to the following:

Create Mailbox – page 122
Stored Programming – page 124
Create Job Flow Sheet – page 125
Create Job Flow Sheet Keyword – page 127
Add Address Book Entry – page 127
Create Fax Group Recipients – page 131
Add Fax Comment – page 132
Paper Tray Attributes – page 132

1. Select [Setup] on the [Tools] screen.

2. Select a group in the [Group] menu.
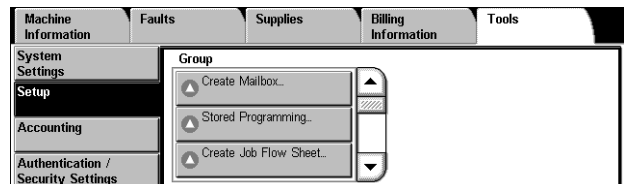
Create Mailbox

This feature allows you to create mailboxes for saving confidential incoming fax documents, scanned documents, or print documents. Fax documents in mailboxes can be printed out at a convenient time and scanned documents in mailboxes can be imported to computers. Documents can also be exported from computers to a mailbox using a print driver.

1. Select [Create Mailbox] in the [Group] menu.

2. Select a mailbox number to create a new mailbox.

3. Select [Create/Delete].
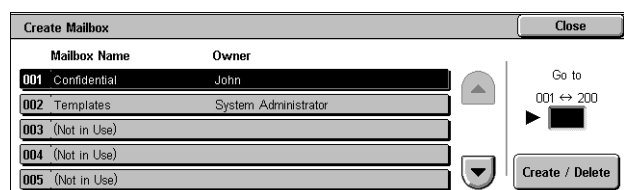
4. On the screen displayed, select [On] or [Off] under [Check M'box Passcode].

NOTE: If you select [On], go to step 5 to register a passcode. The machine will not allow the mailbox to be accessed unless the registered passcode is entered. If you select [Off], skip to step 8.

5. Enter a passcode (up to 20 digits max.) using the numeric keypad on the control panel.

6. Select the required [Target Operation] option.

7. Select [Save].

8. Change the required settings.

9. Select [Close].

NOTE: By selecting [Delete Mailbox], you can delete all documents in the mailbox and all job flow sheets created through the mailbox.

Mailbox Name

Specifies the mailbox name. Enter a name (up to 20 characters) to be assigned to the mailbox.

Check Mailbox Passcode

Checks the passcode for the target operation. Select an option for restricting access to the mailbox through the passcode. If you select [Save (Write)], the passcode entry screen appears when an attempt is made to edit any document in the mailbox. If you select [Print/Delete (Read)], the passcode entry screen appears when an attempt is made to print out or delete any document in the mailbox.

Delete Documents After Retrieval

Specifies whether to delete documents in the mailbox after they are printed out or retrieved, or after they are transferred and printed out through a job flow sheet.

Delete Expired Documents

Specifies whether to delete documents in the mailbox after the preset time or period elapses.

Link Job Flow Sheet to Mailbox

Displays the [Link Job Flow Sheet to Mailbox] screen.

[Link Job Flow Sheet to Mailbox] Screen

This feature allows you to link the mailbox to a job flow sheet that instructs how documents in the mailbox are to be processed. For more information on a job flow sheet, refer to *Create Job Flow Sheet on page 125*.

1. Select [Link Job Flow Sheet to Mailbox] on the [Mailbox XXX – Create/Delete] screen.

2. Change the required settings.

3. Select [Close].
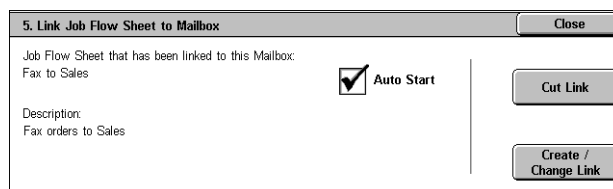
Cut Link

Removes linkage with a job flow sheet if any linkage has already been made.

Create/Change Link

Allows you to select a job flow sheet to be linked with the mailbox. For the displayed [Sheet Filtering], [Create], and [Edit/Delete] buttons, refer to *Create Job Flow Sheet on page 125*.

NOTE: The [Auto Start] check box and the [Start] button also appear on the [Link Job Flow Sheet to Mailbox] screen when the mailbox has been linked with any job flow sheet. Checking the [Auto Start] check box causes the linked job flow sheet to be automatically executed when a new document is saved in the mailbox. Selecting [Start] causes the execution of the linked job flow sheet to be started.

Stored Programming

This feature allows you to register a series of operations with job numbers.

Registering Operations with a Job Number

You can store up to 58 consecutive operations for each job number. To register the required operations with a job number, follow the steps below.

1. Select [Stored Programming] in the [Group] menu.

2. Select [Store], and then select a job number that reads "Not in Use".
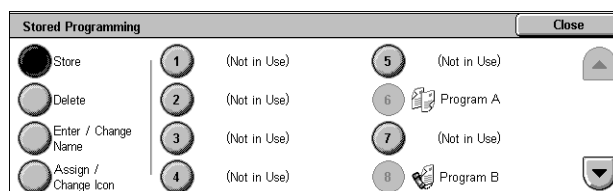
3. Perform the operations to be stored for the job number.

NOTE: You can store operations performed on the control panel, except operations performed in the [Setup] menu on the [Tools] screen.

4. Press the <Start> or <Clear All> button on the control panel.

Store

Selecting this button and then selecting a job number allows you to register a series of operations with the job number. To complete registering operations, press the <Start> or <Clear All> button on the control panel.

Delete

Selecting this button and then selecting a job number deletes the operations registered with the job number.

Enter/Change Name

Selecting this button and then selecting a job number allows you to enter a name for the job number using the screen keyboard. The name can be up to 18 characters long.

Assign/Change Icon

Selecting this button and then selecting a job number allows you to give an icon to the job number.

Create Job Flow Sheet

This feature allows you to create and edit job flow sheets. Job flow sheets are data that defines how to process scanned documents or documents stored in mailboxes. By using a job flow sheet, you can execute the defined flow automatically.

Job flow sheets are categorized into the following types: created on a remote application and stored on the machine, created and stored on the machine, and created on the machine and stored on a remote application. Only the job flow sheets created on the machine can be edited on the machine.

You can program job flow sheets with the following processing.

*   Document forwarding (Fax, Internet Fax, E-mail, FTP, and SMB)

*   Multiple document forwarding, multiple processing execution

*   Printing

Input	Output						
	Printer	**Fax**	**Internet Fax**	**E-mail**	**FTP**	**SMB**	**Server Fax**
Fax for polling	O	O	O	O	O	O	X
Scan	O	O	O	O	O	O	X
Received fax	O*1	O	O	O	O	O	X
Received Internet Fax	O	O	*2	*2	O	O	X
Print Stored	X	X	X	X	X	X	X

O: Available / X: Not available

*1: If the fax USB cable is disconnected while a received fax document is being printed, the document is not deleted after printing, even if the delete after printing setting is enabled in the mailbox settings.

*2: Depends on the System Administrator settings.

[Mailbox - Link Job Flow Sheet to Mailbox] Screen

1. Select [Create Job Flow Sheet] on the [Setup Menu] screen.

2. Change the required settings.

3. Select [Close].
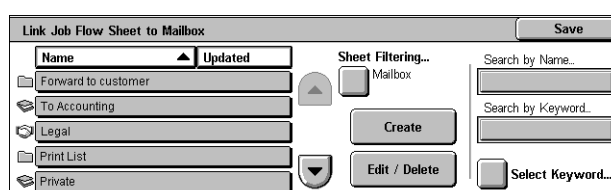
Sheet Filtering

Displays the [Sheet Filtering] screen allowing you to filter job flow sheets.

*   Owner - Filters job flow sheets by owner.

*   Target - Filters job flow sheets by target.

Create

Displays the [Create Job Flow Sheet] screen.

Edit/Delete

Displays the [Show Details] screen.

- Delete - Deletes the selected job flow sheet.
- Copy - Allows you to create a new job flow sheet by copying and modifying the selected job flow sheet.
- Edit - Allows you to modify the selected job flow sheet.

NOTE: The contents of this option are the same as [Show Details] on the [Select Job Flow Sheet] screen of a mailbox.

Search by Name

Displays the [Keyboard] screen. Enter the name of a job flow sheet to search.

Search by Keyword

Displays the [Keyboard] screen. Enter the keyword assigned to a job flow sheet to search.

Select Keyword

Displays the [Select Keyword] screen. Select a preset keyword assigned to a job flow sheet to search. For preset keywords, refer to *Create Job Flow Sheet Keyword on page 127*.

[Create Job Flow Sheet] Screen

Allows you to create a new job flow sheet.

1. Select [Create] on the [Job Flow Sheets] screen.

2. Change the required settings. Use the scroll buttons to switch between screens.

3. Select [Save].

NOTE: Select [Delete Settings] if you want to clear the current setting for the selected item.

NOTE: If a recipient's name and number in the Address Book is modified after assignment to a new job flow, those changes are not reflected in the job flow, which can result in documents being sent to the previous destination. The job flow must also be updated in order to send documents to the correct destination.

Name

Enter a name (up to 64 characters) to be assigned to the job flow sheet.

Description

Enter a comment (up to 128 characters) to be saved with the job flow sheet.

Keyword

For use in searching for a job flow sheet on the [Mailbox - Link Job Flow Sheet to Mailbox] screen, touch the box under [Keyword] to enter a keyword, or touch [Select Keyword] to select a keyword from the keywords registered in [Job Flow Sheet Keywords].

For details on [Job Flow Sheet Keywords], refer to *Create Job Flow Sheet Keyword on page 127*.

Send as Fax

Displays the screen for registering fax destinations or changing the settings of registered destinations. You can register up to 100 destinations.

Send as Internet Fax

Displays the screen for registering Internet Fax destinations or changing the settings of registered destinations. You can register up to 100 destinations.

Send as E-mail

Displays the screen for registering e-mail destinations or changing the settings of registered destinations. You can register up to 100 destinations.

Transfer via FTP (1)

Displays the screen for specifying a server to which documents are to be sent using the FTP protocols.

Transfer via FTP (2)

Displays the screen for specifying another server to which documents are to be sent using the FTP protocols.

Transfer via SMB (1)

Displays the screen for specifying a server to which documents are to be sent using the SMB protocols.

Transfer via SMB (2)

Displays the screen for specifying another server to which documents are to be sent using the SMB protocols.

Print

Specifies the number of copies to be printed out and the paper type to be used for printing.

Create Job Flow Sheet Keyword

Registering a keyword for Job Flow Search allows you to search for the job flow by keyword. Up to 12 characters are allowed for a job flow search keyword.

Add Address Book Entry

This feature allows you to program the Address Book with recipients of documents. Register destinations to which documents are to be occasionally sent through fax, Server Fax, Internet Fax, e-mail, FTP protocols, or SMB protocols. Destinations are registered under 3-digit Address Numbers by which you can quickly specify destinations when sending documents.

NOTE: You can program the Address Book with up to 500 destinations in total.

NOTE: When a new Address Book in CSV format is imported, all the previous addresses are replaced with the new data.

NOTE: Do not open the CSV file using software such as Microsoft Excel. Once opening the CSV file on the software, it is automatically edited and the edited file cannot be used for the machine.

NOTE: Address Numbers registered in the Address Book can be used as speed dial codes.

NOTE: If a recipient's name and number in the Address Book is modified after assignment to a new job flow, those changes are not reflected in the job flow, which can result in documents being sent to the previous destination. The job flow must also be updated in order to send documents to the correct destination.

1. Select [Add Address Book Entry] in the [Group] menu.

2. Select an Address Number.

3. Select [Create/Delete].

4. Change the required settings. Use the scroll buttons to switch between screens.

5. Select [Save].

NOTE: Depending on the selection for [Address Type] in step 4, the following items are displayed on the screen.

With [Fax] selected:

Item	Description	Default
Fax Number	Enter a fax number (up to 128 digits).	-
Name	Enter a recipient name (up to 18 characters).	-
Index	Enter a single alphanumeric character to use as a keyword for searching the Address Book.	-
Relay Station Setup	Specify whether or not the registered Address Number is to be identified as an initiating relay broadcast station when the machine is used as a relay broadcast station. **NOTE:** Before using the Relay Broadcast feature, enter the Address Numbers for initiating stations regardless of the initiating method from the stations.	Off
Starting Rate	Select a communication mode from among [G3 Auto] and [Forced 4800 bps].	G3 Auto

Item	Description	Default
Resolution	Select a resolution level to be used for transmission, from among [Panel], [Standard (200x100 dpi)], [Fine (200 dpi)], [Superfine (400dpi)], and [Superfine (600dpi)]. With [Panel] selected, the resolution level selected on the control panel is used.	Panel
Cover Page	Specify whether to attach a Cover Note. If you select [On], then select a comment for a recipient and/or a sender. **NOTE:** Unless registered beforehand, comments cannot be selected. For information on how to register comments, refer to *Add Fax Comment on page 132*.	Off
Maximum Image Size	Select the maximum image size, depending on recipients' paper size, from among [A3], [B4], and [A4]; or among [8.5 x 11"], [B4], and [11 x 17"] (depending on the country).	11 x 17"
Delay Start	Select whether to specify the transmission start time. If you select [On], then specify the start time.	Off
Remote Mailbox	Specify whether to send as confidential fax documents. If you select [On], then enter the recipient's mailbox number (3 digits) and passcode (4 digits).	Off
F Code	Specify whether to perform F Code transmission. If you select [On], then enter the appropriate F Code and password.	Off
Relay Broadcast	Specify whether to use the machine as an initiating relay broadcast station in order to use the registered Address Number as a relay station. If you select [On], enter a Relay Station ID, Broadcast recipients, and Print at Relay Station.	Off

NOTE: For Server Fax, the available information fields are [Fax Number], [Name], and [Index] only.

With [Internet Fax] selected:

Item	Description	Default
E-mail Address	Enter an e-mail address (up to 128 characters).	-
Name	Enter a recipient name (up to 18 characters).	-
Index	Enter a single alphanumeric character to search the Address Book.	-

Item	Description	Default
Starting Rate	Select a communication mode from [G3 Auto], and [Forced 4800 bps]. This feature is not available for Internet Fax recipients. However, the selected mode is applied to another Internet Fax machine which is used as a relay station for fax transmission.	G3 Auto
Resolution	Select a resolution level to be used for transmission, from among [Panel], [Standard (200x100 dpi)], [Fine (200 dpi)], [Superfine (400dpi)], and [Superfine (600dpi)]. With [Panel] selected, the resolution level selected on the control panel is used.	Panel
Maximum Image Size	Select the maximum image size, depending on recipient's paper size, from among [A3], [B4], and [A4]; or among [8.5 x 11"], B4, and [11 x 17"] (depending on the country).	11 x 17"
Internet Fax Profile	Select an Internet Fax profile from among [TIFF-S], [TIFF-F], and [TIFF-J]. An Internet Fax profile is an agreement between transmitting and receiving Internet Fax machines that limit image resolution, paper size, and other attributes.	TIFF-S
S/MIME Certificate	Select an S/MIME certificate to attach. Certificates must be set up in advance.	-

With [E-mail] selected:

Item	Description	Default
E-mail Address	Enter an e-mail address (up to 128 characters).	-
Name	Enter a recipient name (up to 18 characters).	-
Surname	Enter the family name of the recipient (up to 32 characters).	-
Given Name	Enter the given name of the recipient (up to 32 characters).	-
Business Phone	Enter the telephone number of the recipient (up to 20 characters). **NOTE:** This item can be renamed on the [Address Search (Directory Service)] screen.	-

Item	Description	Default
Office	Enter the company name or department name of the recipient (up to 40 characters). **NOTE:** This item can be renamed on the [Address Search (Directory Service)] screen.	-
Business Address	Enter the address of the recipient (up to 60 characters). **NOTE:** This item can be renamed on the [Address Search (Directory Service)] screen.	-
S/MIME Certificate	Select an S/MIME certificate to attach. Certificates must be set up in advance.	-

With [Server] selected:

Item	Description	Default
Name	Enter a recipient name (up to 18 characters).	-
Transfer Protocol	Select FTP or SMB as the transfer protocol.	FTP
Server Name/IP Address	Enter the name and IP address of the destination server.	-
Shared Name (SMB Only)	Enter a name assigned for sharing a folder.	-
Save In	Specify the location (or path) of the directory for saving documents.	-
User Name	Enter a user name if required by the destination server.	-
Password	Enter a password if required by the destination server.	-
Port Number	Select an appropriate port number to be used.	-

Create Fax Group Recipients

This feature allows you to group multiple address numbers. When a group number is specified, documents are then sent to all address numbers registered to that group. Up to 50 group numbers can be created, each containing up to 20 address numbers.

NOTE: This feature is not displayed when the Server Fax service is enabled.

1. Select [Create Fax Group Recipients] in the [Group] menu.

2. Select a group number.

3. Select [Create/Delete].
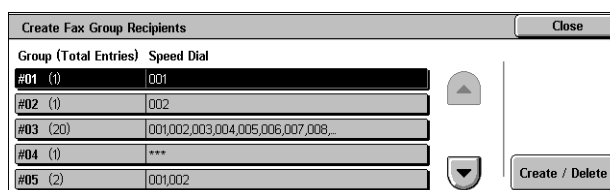
4. Enter a 3-digit Address Number using the numeric keypad on the control panel.

5. Select [Add to this group].

NOTE: You can use an asterisk to specify multiple Address Numbers at a time. If you enter "01*", Address Numbers from 010 to 019 are specified. If you enter "***", all the Address Numbers are specified.

NOTE: To delete a registered Address Number in a group, enter the Address Number, and then select [Delete from this group].

NOTE: If a recipient's name and number in the Address Book is modified after assignment to a new job flow, those changes are not reflected in the job flow, which can result in documents being sent to the previous destination. The job flow must also be updated in order to send documents to the correct destination.

Add Fax Comment

This feature allows you to register a comment to be used when attaching a cover note to a fax. You can register up to 50 comments; each comment can include up to 18 alphanumeric characters.

NOTE: This feature is not displayed when the Server Fax service is enabled.

1. Select [Add Fax Comment] in the [Group] menu.

2. Change the required settings.

3. Select [Close].

Paper Tray Attributes

This is the same as [Paper Tray Attributes] under [System Settings] > [Common Service Settings] > [Paper Tray Settings]. For details of the settings, refer to *Paper Tray Settings on page 70.*

For information on how to display or hide [Paper Tray Attributes] in the [Setup] menu, refer to *Paper Tray Attributes on Setup Screen on page 70*.

Accounting

The Accounting feature is used to impose different restrictions on individual users (accounts), and to track the total numbers of copied, faxed, scanned, and printed pages for each account. When the Accounting feature is active, users are prompted to enter their individual user information to use the machine. The type of user information prompted depends on the Accounting and Authentication settings. The [Accounting]

menu allows you to start configuring various Accounting settings. For more information, refer to the following sections:

Create/View User Accounts – page 133

View Accounts – page 134

Reset User Accounts – page 135

System Administrator's Meter (Copy Jobs) – page 136

Accounting Type – page 136

Accounting Login Screen Settings – page 137

Fax Billing Data – page 137

Auto Reset of User Billing Information – page 138

Copy Activity Report – page 138

NOTE: The items listed in the [Group] menu depend on the machine configuration.

Create/View User Accounts

This feature allows you to register user account information, such as user IDs, user names and passcodes, and to impose restrictions on the numbers of copied, faxed, printed, and scanned pages for each user. Up to 1,000 users can be registered.

NOTE: [Create/View User Accounts] is not displayed when [Network Access] or [Xerox Standard Accounting] is selected in [Accounting Type].

1. Select [Create/View User Accounts] in the [Group] menu.

2. Select an item number.

3. Select [Create/Delete].

4. When a new user account is to be created, a keyboard screen is displayed. Enter a user ID, and then select [Save].

5. Configure the required settings.

6. Select [Close].

User ID

Allows you to enter a user ID using the screen keyboard. You can enter up to 32 alphanumeric characters including spaces.

User Name

Allows you to enter a user name using the screen keyboard. You can enter up to 32 alphanumeric characters including spaces.

Passcode

Allows you to enter a passcode using the screen keyboard. You can enter 4 to 12 alphanumeric characters.

NOTE: The [Passcode] button appears when you have chosen the use of a passcode and you have enabled [Login to Local Accounts] in [Authentication/Security Settings].

E-mail Address

Allows you to enter the E-mail address. The specified address is the sender's address displayed on the [E-mail] screen. Enter up to 128 characters.

NOTE: The [E-mail Address] button appears when you have enabled [Login to Local Accounts] in [Authentication/Security Settings].

Account Limit

Displays the [Account No. XXX - Account Limit] screen. Select [Copy Service], [Fax Service], [Scan Service] or [Print Service] to specify feature access permissions and account limits for that service.

Feature Access - Displays the [Account No. xxx - Feature Access] screen. Select the access permissions for each service for that account.

Account Limit - Displays the [Account No. xxx - {Service} Limit] screen. Enter an account limit to specify the maximum number of pages allowed to be processed by that account. The maximum number can be entered within the range of 1-9,999,999 pages.

User Role

Allows you to select user authority to give to the user.

Select from [User], [System Administrator] and [Account Administrator].

- User - Gives the user general user privileges.

- System Administrator - Gives the user System Administrator privileges. However, operating mailboxes and job flow sheets, and changing the passcode of the System Administrator are not authorized.

- Account Administrator - Gives the user Account Administrator privileges. The user has the same privileges as the System Administrator, but only for account management.

- Add This User to Authorization Group - Allows you to select for the user an authorization group that has been registered under [Authentication/Security Settings]. By default, users belong to the DEFAULT authorization group.

NOTE: The [User Role] button appears when you have enabled [Login to Local Accounts] in [Authentication/Security Settings].

Reset Total Impressions

Deletes all data tracked for the selected account.

Reset User Account

Clears all settings and data for the selected account.

View Accounts

Selecting [Xerox Standard Accounting] in [Accounting] allows you to check the following for each registered user or group: (1) the maximum number of times that the account can be used for each service, and (2) how many times the account has been used for each service.

NOTE: You can register users and groups in CentreWare Internet Services. For more information, refer to *CentreWare Internet Services on page 147*.

1. Select [Accounting], and then select [View Accounts] in the [Group] menu.

2. Select [User Account] or [Group Account]. If you select [User Account], select also the User ID to be checked.

3. Click [Details].
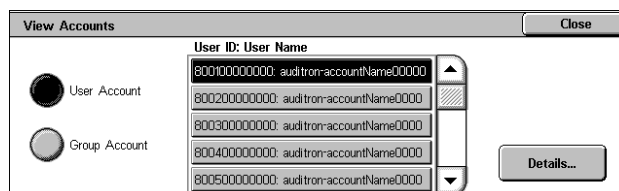
Reset User Accounts

This feature allows you to reset the parameters set for all users (accounts) and clear all data tracked by the machine. It also allows you to print an Auditron report for all services.

1. Select [Accounting], and then select [Reset User Accounts] in the [Group] menu.

2. Select the item to be printed or reset.

3. Select [Print Report] or [Reset].

4. Select [Close].
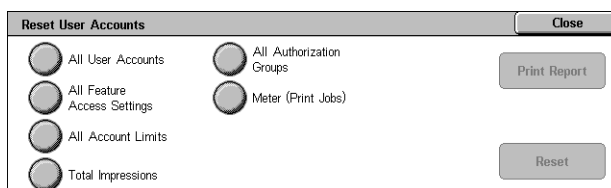
All User Accounts

Resets/Prints all the parameters of all accounts.

All Feature Access Settings

Resets/Prints the access settings for all features.

All Account Limits

Resets/Prints the upper limit imposed on the total number of pages to be copied and/or scanned. Resetting the account limits for all accounts returns them to the default value of 9,999,999.

Total Impressions

Resets/Prints all data tracked for all accounts including the System Administrator.

All Authorization Groups

Delinks users from authorization groups, and links those users to the Default Group. The settings configured in [Create Authorization Groups] are not reset.

Meter (Print Jobs)

Resets/Prints all data about the number of prints recorded by the machine.

Print Report

Prints the report that allows you to see the user-account parameters and records before resetting them.

Reset

Resets selected parameters or records.

System Administrator's Meter (Copy Jobs)

This feature allows you to check the System Administrator's Copy meter on the screen and to reset all System Administrator's meters.

1. Select [Accounting], and then select [System Administrator's Meter (Copy Jobs)] in the [Group] menu.

2. To clear the System Administrator's meters, select [Reset].

3. Select [Close].
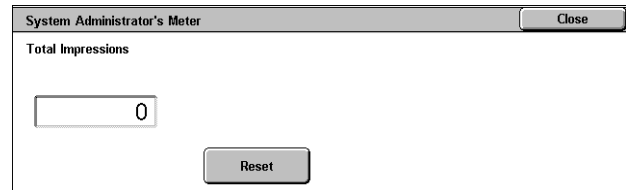
Accounting Type

This screen allows you to enable or disable the Accounting feature and to specify the types of jobs that require account administration.

NOTE: The buttons displayed on the screen vary depending on the [Login Type] setting in [Authentication].

1. Select [Accounting], and then select [Accounting Type] in the [Group] menu.

2. Select an accounting type. If buttons are displayed on the right part of the screen, select the required buttons to configure the detailed settings for the selected accounting type.

3. Select [Save].
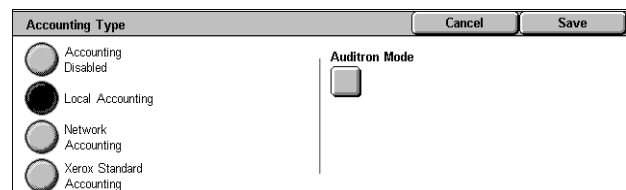
Accounting Disabled

Disables the Accounting feature.

Local Accounting

Enables the Accounting feature. User registration can be performed using the touch screen or the PC application.

Network Accounting

Performs Account Administration using user information managed by an external accounting service on a network. User registration is performed by the external server.

Xerox Standard Accounting

Performs Account Administration based on accounting users registered on the machine.

When an accounting type is selected, the following buttons may appear. The buttons displayed on the screen vary depending on the combination of the login type of the Authentication feature and the accounting type.

• Auditron Mode - Displays the [Auditron Mode] screen. Specify whether to perform Auditron Administration for each service.

- Verify User Details - Specifies whether to verify user details. Select [Off (Keep Logon Records] to allow access without verifying the User ID and Account ID. The entered information is logged on the machine. Select [On] to verify user information.

- Customize User Prompts - Specifies the type of user information used for the Accounting feature. Selecting [None] does not prompt users to enter their user ID or account ID for accounting purpose.

Accounting Login Screen Settings

This screen allows you to set the accounting login screen.

1. Select [Accounting], and then select [Accounting Login Screen Settings] in the [Group] menu.

2. Select the required setting.

Alternative Name for User ID

Displays a keyboard screen. Enter an alternative name for "User ID", which is displayed in a login screen on the touch screen and in CentreWare Internet Services, and is to be printed on reports. The name can be up to 15 characters long.

Mask User ID (***)

Specifies whether to display a user ID, or hide it with asterisks on the login screen.

Alternative Name for Account ID

Displays a keyboard screen. Enter an alternative name for "Account ID", which is displayed in a login screen on the touch screen and in CentreWare Internet Services, and is printed on reports. The name can be up to 15 characters long.

Mask Account ID (***)

Specifies whether to display an account ID, or hide it with asterisks on the login screen.

Store User Details

Specifies where to store user information.

Fax Billing Data

This screen allows you to make a fax billing setting.

1. Select [Accounting], and then select [Fax Billing Data] in the [Group] menu.

2. Set [Charge Rate per Unit].

3. Select [Close].

Charge Rate per Unit

Specify a charge rate per unit using numeric buttons on the screen.

Auto Reset of User Billing Information

This screen allows you to specify when to reset user billing information.

1. Select [Accounting], and then select [Auto Reset of User Billing Information] in the [Group] menu.

2. Select the required option, and set the time values accordingly.

3. Select [Save].

Copy Activity Report

This screen allows you to set the machine to automatically print reports showing the number of copy jobs processed for each user.

1. Select [Accounting], and then select [Copy Activity Report] in the [Group] menu.

2. Select the required option. If you select [Enabled], touching the [Company Name to be printed on Report] box allows you to enter the company name to be printed on reports. The company name can be up to 30 characters long.

3. Select [Save].

Authentication/Security Settings

The [Authentication/Security Settings] menu on the [Tools] screen is categorized into the following groups. For details, refer to the respective sections.

System Administrator Settings – page 138

Authentication – page 139

Allow User to Disable Active Settings – page 144

Job Status Default – page 144

Overwrite Hard Disk – page 145

System Administrator Settings

This section describes the features that allow you to change the System Administrator's login ID and passcode. The machine enters the System Administration mode only when a correct System Administrator login ID is entered. Before shipment, the default System Administrator login ID is set to "11111". For more information, refer to the following:

System Administrator's Login ID – page 139
System Administrator's Passcode – page 139

1. Select [Authentication/Security Settings], and then select [System Administrator Settings] in the [Group] menu.
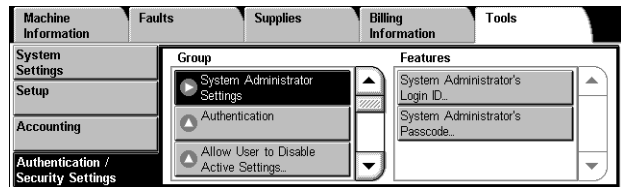
System Administrator's Login ID

This feature allows you to change the default System Administrator's Login ID. Program a new ID between 1 and 32 alphanumeric characters.

1. Select [System Administrator Login ID] in the [Features] menu.

2. Select [On].

3. Touch [Keyboard], and then use the screen keyboard or the numeric keypad on the control panel to enter a new System Administrator ID.

4. Select [Close] to close the keyboard screen.

5. Repeat steps 3 and 4, to enter the same System Administrator ID.

6. Select [Save].
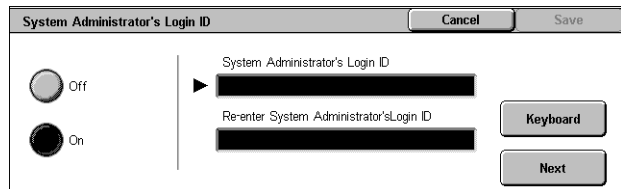
System Administrator's Passcode

This feature allows you to change the default System Administrator passcode. Program a new passcode between 4 and 12 alphanumeric characters including spaces.

1. Select [System Administrator's Passcode] in the [Features] menu.

2. Touch [Keyboard], and then use the screen keyboard or the numeric keypad on the control panel to enter a new System Administrator passcode.

3. Select [Close] to close the keyboard screen.

4. Repeat steps 2 and 3, to enter the same System Administrator passcode.

5. Select [Save].
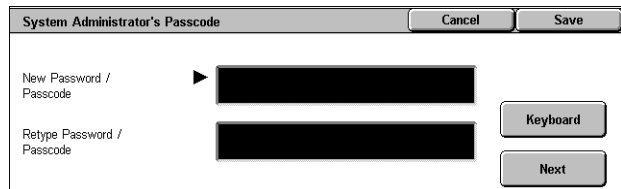
Authentication

This section describes the settings related to user authentication.

1. Select [Authentication] in the [Group] menu.
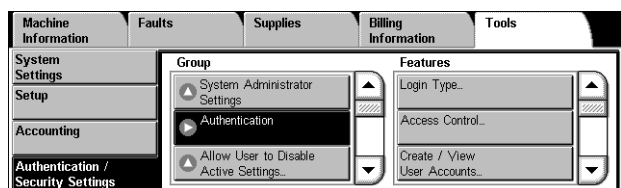
Login Type

This screen allows you to select an authentication type.

NOTE: The available options vary depending on the machine configuration.

NOTE: When [Login to Local Accounts] is selected, authentication is carried out based on the user information set for the Accounting feature.

1. Select [Login Type] in the [Features] menu.

2. Select the required option.

3. Select [Save].
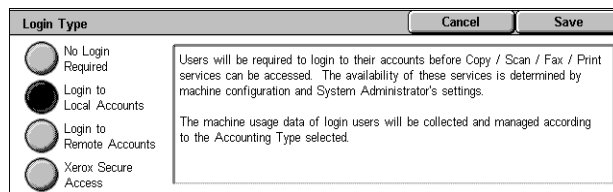
Access Control

This screen allows you to set whether to verify users when they access a target screen.

NOTE: The [Device Access] settings override the [Service Access] and [Feature Access] settings. The [Service Access] settings override the [Feature Access] settings.

1. Select [Access Control] in the [Features] menu.

2. Select the required button, and then change the settings as necessary.

3. Select [Close].
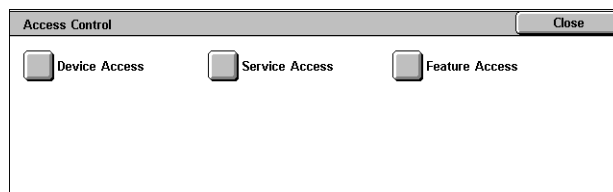
Device Access

Specifies whether to limit access to the following pathways.

• All Services Pathway - Verifies users when they access a service screen.

• Job Status Pathway - Verifies users when they access Job Status.

• Machine Status Pathway - Verifies users when they access Machine Status.
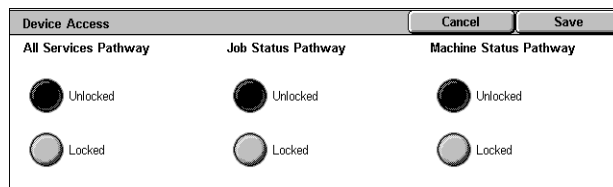
Service Access

Specifies whether to limit access to each service.

Selecting [Unlocked] for a service does not verify users upon accessing the service. Selecting [Locked (Show Icon)] verifies users, but shows the service icon to unauthenticated users. [Locked (Hide Icon)] verifies users, and hides the service icon to unauthenticated users.
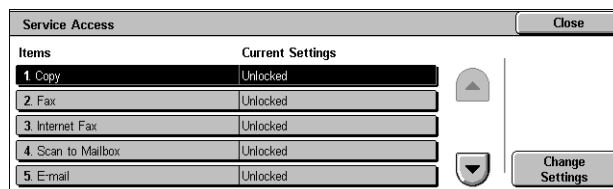
NOTE: The Locked/Unlocked status of a service is linked to the Disable/Enable status of the service in the Auditron Mode of the Accounting feature. When [Unlocked] is selected for the Copy service, for example, the Copy service is automatically set to [Disable Accounting] in the Accounting feature.

Feature Access

Specifies whether to verify users when they print or retrieve documents stored in mailboxes. You can select [Unlocked] or [Locked] for each mailbox operation.
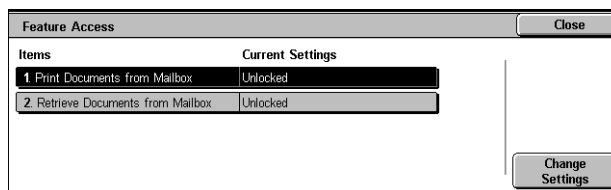
Create/View User Accounts

This feature is the same as [Create/View User Accounts] displayed under [Accounting]. For details, refer to *Create/View User Accounts on page 133*.

Reset User Accounts

This feature is the same as [Reset User Accounts] displayed under [Accounting]. For details, refer to *Reset User Accounts on page 135*.

Create Authorization Groups

This feature allows you to create the authorization groups to be assigned to users. The created groups will be selectable in [User Role] of [Create/View User Accounts]. Use the following procedure to create groups.

The machine displays the DEFAULT authorization group at the top of the group list. Users registered on the machine belong to this DEFAULT group by default. If necessary, you can also change the settings of this DEFAULT group using the following procedure.
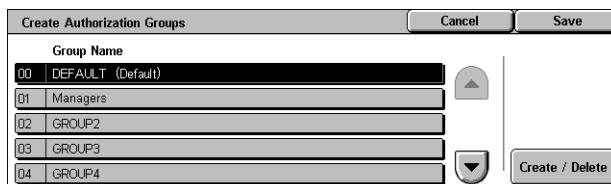
1. Select [Create Authorization Groups] in the [Features] menu.

2. Select a group from the list, and then select [Create/Delete].

3. Configure the required settings.

4. Select [Save].

Group Name

Allows you to enter a group name. The group name can be up to 32 characters long.

Restrict Recipient Selection Method

Specifies whether to permit the group members to specify recipients using the keyboard screen and buttons on the control panel, when [Recipient Selection Method] in [Common Service Settings] is set to [Only From Address Book].

NOTE: For information on [Recipient Selection Method], refer to *Recipient Selection Method on page 84*.

Restrict User to Edit Address Book

Specifies whether to permit the group members to edit Address Book, when [Restrict User to Edit Address Book] in [Common Service Settings] is set to [Yes].

NOTE: For information on [Restrict User to Edit Address Book], refer to *Restrict User to Edit Address Book on page 84*.

Allow user to disable active settings

Specifies whether to permit the group members to disable the Watermark feature during their user session, when [Allow User to Disable Active Settings] in [Authentication/Security Settings] is set to [Enable Active Settings].

NOTE: For information on [Allow User to Disable Active Settings], refer to *Allow User to Disable Active Settings on page 144*.

User Details Setup

This feature allows you to configure the settings for user ID authentication. The setting items displayed on the screen depend on what authentication type you have selected under [Login Type] in [Authentication].

1. Select [User Details Setup] in the [Features] menu.

2. Configure the required settings.

3. Select [Save].
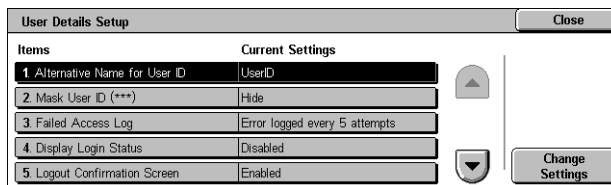
Alternative Name for User ID

Displays a keyboard screen. Enter an alternative name for the user ID, which is to be displayed on the touch screen and in CentreWare Internet Services, and is to be printed on reports. The name can be up to 15 characters long.

Mask User ID (***)

Specifies whether to display a user ID, or hide it with asterisks on a screen.

Failed Access Log

Displays the [Failed Access Log] screen. This feature allows you to specify the number of authentication failures within a certain period before the attempt is logged as an error.

1. Select [Failed Access Log] on the [User Details Setup] screen.

2. Select [On] to enable the feature.
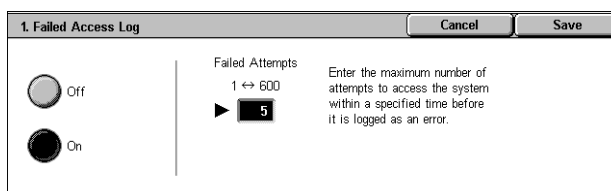
• Failed Attempts - Enter the maximum number of authentication failures to be allowed using the numeric keypad on the control panel.

Display Login Status

Specifies whether to display login status of the user on the upper-right corner of the login screen. Select [Enabled] to display, or [Disabled] to hide login status.

Logout Confirmation Screen

Specifies whether to display a logout confirmation screen every time a user session is to be ended using the <Log In/Out> button.

User ID for Login

Specifies whether to make the user ID entry field case-sensitive on the login screen that is displayed when a user ID is authenticated by a remote server.

NOTE: Once this setting is changed, all the registered information about users, as well as the mailboxes and job flow sheets linked to the users, are deleted. Before the deletion, a confirmation message is displayed.

Allow Guest User

Specifies whether to allow guest users to use the machine. When [On] is selected, set [Guest Passcode].

NOTE: [Allow Guest User] is displayed when [Login to Remote Accounts] is selected in [Login Type].

System Administrator Maximum Login Attempts

This feature allows you to deny access if the System Administrator ID, or a user ID that has the System Administrator privileges is mistyped a specified number of times.

1. Select [System Administrator Maximum Login Attempts] in the [Features] menu.

2. Select the required option. If you select [Limit Attempts], enter a value into the [Login Attempts] box using the arrow buttons.

3. Select [Save].
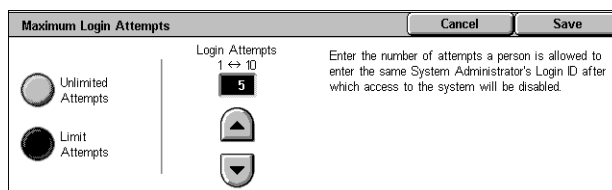
Passcode Policy

This feature allows you to configure passcode policy settings.

1. Select [Passcode Policy] in the [Features] menu.

2. Select the required option, and configure the settings.

3. Select [Close].
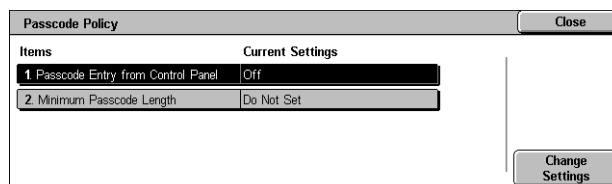
Passcode Entry from Control Panel

Specifies whether to prompt users to enter their passcode when they log in to the control panel. Regardless of this setting, passcode entry is always required for Remote Authentication.

Minimum Passcode Length

Specifies whether to set the minimum number of digits allowed for a passcode. If you select [Set], enter a value in the range of 4 to 12.

Charge / Private Print Settings

This feature allows you to specify how to treat the print jobs that are received when the machine is in the Authentication mode.

1. Select [Charge / Private Print Settings] in the [Features] menu.

2. Change the required setting.

3. Select [Close].
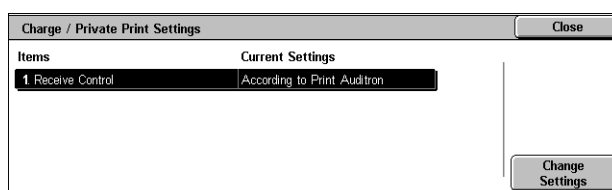
Receive Control

Specifies the receive control for externally submitted jobs.

- According to Print Auditron - The receiving control depends on the setting made on the machine. The options for [Job Login Success], [Job Login Failure], and [Job without User ID] are displayed.

- Save in Private Charge Print - Saves jobs with incorrect User ID in Private Charge Print. The [Job without User ID] option is available for printing the job. When [Save in Private Charge Print] is selected, a user ID must be 24 bytes or less. If the specified user ID on the print driver exceeds 24 bytes, the jobs will be cancelled without being saved.

- Save in Charge Print - Saves jobs in Charge Print. No other option is available. Unwanted jobs should be discarded on a regular basis.

- Job Login Success - Available only when [According to Print Auditron] is selected. Specifies how to treat the print jobs with a user ID or passcode authentication success. Select from [Print Job] and [Save in Private Charge Print].

- Job Login Failure - Available only when [According to Print Auditron] is selected. Specifies how to treat the print jobs with a user ID or passcode authentication failure. Select from [Save in Charge Print] and [Delete Job].

- Job without User ID - Specifies how to treat the jobs without a user ID (such as e-mail print jobs). Select from [Print Job], [Save in Charge Print] and [Delete Job].

Allow User to Disable Active Settings

This feature allows privileged users to temporarily disable the Watermark feature if it has been enabled by the System Administrator to be applied to all jobs.

If [Disable Active Settings] is selected, the setting automatically returns to [Enable Active Settings] when the login user is logged out.

NOTE: If this setting is set to [Disable Active Settings] while a job is in progress, the setting is not effective for the job.

1. Select [Allow User to Disable Active Settings] in the [Group] menu.

2. Select the required option.

3. Select [Save].
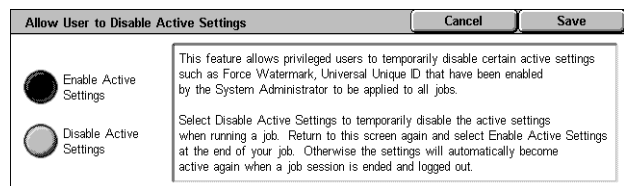
Job Status Default

This section describes the settings related to Job Status.

1. Select [Job Status Default] in the [Group] menu.
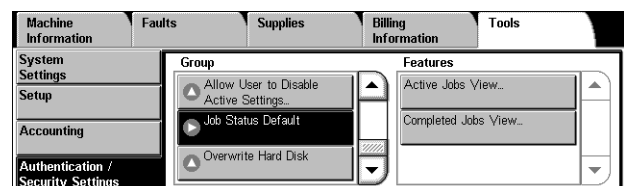
Active Jobs View

This feature allows you to hide the details of active jobs from general users, on the [Active Jobs] screen in Job Status.

1. Select [Active Jobs View] in the [Features] menu.

2. Select the required option.

3. Select [Save].
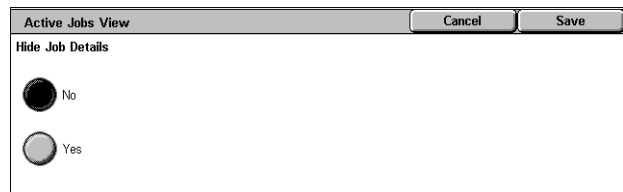
Hide Job Details

Select [No] to display, or [Yes] to hide the details of active jobs.

Completed Jobs View

This feature allows you to select whether to permit unauthenticated users or non-job owners to view the completed jobs executed by other users, on the [Completed Jobs] screen in Job Status.
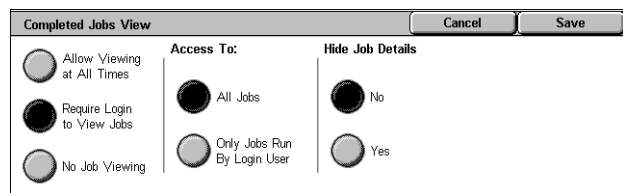
1. Select [Completed Jobs View] in the [Features] menu.

2. Select the required options.

3. Select [Save].

Access To:

Displayed when [Require Login to View Jobs] is selected. Select [All Jobs] to allow every user to view all completed jobs, or [Jobs Run by Login User Only] to view only the completed jobs executed by the login user.

Hide Job Details

Displayed when [Allow Viewing at All Times] or [Required Login to View Jobs] is selected. Select [No] to display, or [Yes] to hide the details of completed jobs.

Overwrite Hard Disk

In order to protect data stored on the hard disk from unauthorized retrieval, you can set the overwrite conditions to apply to data stored on the hard disk.

NOTE: When the Audit Log feature is enabled, the start and end times of every overwriting process are recorded.

1. Select [Overwrite Hard Disk] in the [Group] menu.
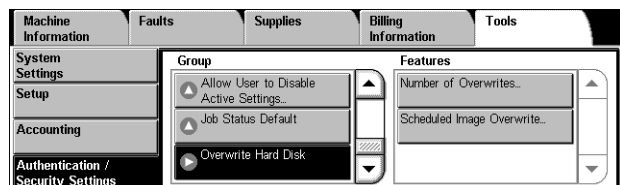
Number of Overwrites

Specifies whether to enable overwriting the hard disk. You can select the number of overwrite passes from one time or three times. When [1 Overwrite] is selected, "0" is written to the disk area. When [3 Overwrites] is selected, overwriting is carried out with the method recommended by the National Security Agency (NSA). [3 Overwrites]

ensures higher security than [1 Overwrite]. The setting also overwrites temporarily saved data such as copy documents.

Scheduled Image Overwrite

Specifies how often and when to overwrite data on the hard disk. At the specified time, overwriting starts and all jobs in progress, including a fax being received, are canceled. The machine will reboot after the overwriting process.

7 CentreWare Internet Services

The CentreWare Internet Services program uses the embedded web user interface which enables communication between a networked computer and the machine via HTTP. CentreWare Internet Services can be used to check the machine status and the status of each job, and to change the machine configuration.

This chapter explains how to enable and use CentreWare Internet Services for the machine. The following information is provided:

NOTE: For troubleshooting CentreWare Internet Services, refer to *CentreWare Internet Services in the Problem Solving chapter on page 375*.

Information Checklist

Before enabling the CentreWare Internet Services feature, make sure that the following items are available or have been performed.

Item	By
An existing operational computer with TCP/IP Internet or intranet accessibility is required. These procedures are not intended to install the TCP/IP stack itself.	Customer
Obtain and record the following information: • A Unique IP Address • Gateway Address • Subnet Mask (for IPv4) / Prefix (for IPv6)	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer

CentreWare Internet Services Environments

CentreWare Internet Services uses the embedded HTTP Server that resides in the machine. This allows communication with the machine through a web browser with access to the Internet or an intranet. By entering the IP Address of the machine as the URL (Universal Resource Locator) in the browser, direct access to the machine becomes available.

CentreWare Internet Services allows you to make not only the same basic settings as from the control panel, but also more specialized settings for the machine.

User ID and Passcode

Many of the features available within Internet Services will require the System Administrator login ID and passcode. The default user ID is "11111" and the default passcode is "x-admin". This ID and passcode can be changed by the System Administrator. A user will only be prompted for the System Administrator login ID and passcode once in a single browser session.

System Configuration

To use CentreWare Internet Services, you need to enable TCP/IP on the machine.

CentreWare Internet Services Installation

This section describes the settings required to use CentreWare Internet Services.

Installation Procedure

There are two stages required to enable CentreWare Internet Services.

Network Communication Setup

This requires the machine to be set up for CentreWare Internet Services.

Test Access

To make sure that CentreWare Internet Services has been set up correctly, you should access CentreWare Internet Services.

Network Communication Setup

Initially, boot the CentreWare Internet Services port.

1. Connect the machine to the network.
2. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.
4. Select [System Settings] in the menu at the left side of the screen.
5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Port Settings] in the [Features] menu.

7. Select [Internet Services] and [Change Settings].

8. Select [Port Status] and [Change Settings].

9. Select [Enabled] and [Save].

Set the port number for CentreWare Internet Services, if required.

10. At the [Internet Services] screen, select [Internet Services Port Number] and [Change Settings].

11. Use the keypad to enter the port number, and select [Save].

Next, establish TCP/IP.

1. Select [Connectivity & Network Setup] in the [Group] menu, and then select [Protocol Settings] in the [Features] menu.

2. Under [TCP/IP - IP Mode], select [IPv4 Mode], [IPv6 Mode], or [Dual Stack].

When [IPv4 Mode] or [Dual Stack] is selected in step 2

3. Select [IP Address Resolution], and then [Change Settings].

4. Select a method for establishing an IP address from [DHCP], [BOOTP], [RARP], [DHCP/Autonet], and [STATIC], and then select [Save].

NOTE: Use the DHCP server together with the Windows Internet Name Server (WINS) server.

If you selected [STATIC] in step 4, then proceed to step 5 to configure the protocol settings. Otherwise, proceed to step 11.

5. Select [IPv4 - IP Address], and then [Change Settings].

6. Use the keypad on the screen to enter an IP address for the machine in the format "xxx.xxx.xxx.xxx". When you have finished entering all values, select [Save].

7. Select [IPv4 – Subnet Mask], and then [Change Settings].

8. Using the same method as in step 6, enter a subnet mask.

9. Select [IPv4 – Gateway Address], and then [Change Settings].

10. Using the same method as in step 6, enter a gateway address.

NOTE: If you do not wish to set the gateway address, leave this field blank.

11. Select [IPv4 – IP Filter], and then [Change Settings].

12. Select [Enabled] to filter access to the machine.

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *Properties on page 173*.

13. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

When [IPv6 Mode] or [Dual Stack] is selected in step 2

3. Set [IPv6 Address Manual Configuration].

NOTE: Select [Enabled] when the machine is connected to a network on which IPv6 stateless address autoconfiguration is disabled, or when you want to set a static IPv6 address.

If you selected [Enabled] in step 3, proceed to step 4. Otherwise, proceed to step 10.

4. Select [Manually Configured IPv6 Address], and then [Change Settings].

5. Use the keypad on the screen to enter an IP address for the machine in the format "xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx". Select [Save].

6. Select [Manually Configured IPv6 Prefix], and then [Change Settings].

7. Enter an IP address prefix, and then select [Save].

8. Select [Manually Configured IPv6 Gateway], and then [Change Settings].

9. Using the same method as in step 5, enter a gateway address.

10. Select [IPv6 – IP Filter], and then select [Enabled] or [Disabled].

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *Properties Features on page 174*

11. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

Test Access

Follow the steps below to access CentreWare Internet Services.

1. At a client computer on the network, launch a web browser.

2. In the URL field, enter "http://" followed by the Internet address of the machine. Then press the <Enter> key on the keyboard.

If you use the domain name to specify the machine, use the following format.

> http://myhost.example.com

If you use the IP address to specify the machine, use one of the following formats depending on your machine configuration. The IPv6 format is supported on Windows Vista only. An IPv6 address needs to be enclosed in square brackets.

> IPv4:   http://xxx.xxx.xxx.xxx

> IPv6:   http://[xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx]

NOTE: If you have changed the port number from the default port number "80", append the number to the Internet address as follows. In the following examples, the port number is 8080.

> Domain name :   http://myhost.example.com:8080

> IPv4:   http://xxx.xxx.xxx.xxx:8080

> IPv6:   http://[xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx]:8080

3. Verify that the home page of CentreWare Internet Services is displayed.

The CentreWare Internet Services installation process is now completed.

If the test fails, refer to *CentreWare Internet Services in the Problem Solving chapter on page 375*.

NOTE: If the Accounting feature is enabled, you may be required to enter a user ID and passcode (if one is set up).

NOTE: When your access to CentreWare Internet Services is encrypted, enter "https://" followed by the Internet address, instead of "http://".

Selecting Transport Protocols

When using the NetWare, SMB, or SNMP port, change the transport protocol if required.

- NetWare: IPX/SPX, TCP/IP

- SMB: NetBEUI, TCP/IP

- SNMP: UDP, IPX

1. On the CentreWare Internet Services home page for the machine, select the [Properties] tab.

2. In the [Properties] frame, select [Port Status].

3. Select the required transport protocol.

NetWare: IPX/SPX, TCP/IP

SMB: NetBEUI, TCP/IP

SNMP: UDP, IPX

4. Select [Apply].

Screen Layout

The CentreWare Internet Services home page contains four panels without visible boundaries. You can change the left and right panel sizes by dragging the boundary between them.

Header Panel

Displays the header for all pages. The header includes the CentreWare Internet Services logo and the model of the machine. Just under this panel on most pages is the tab bar which corresponds to the five functions or page buttons. These are [Status], [Jobs], [Print], [Scan], [Properties], and [Support]. You can navigate through the pages when you click the text on each tab.

Logo Panel

Displays the company logo.

Menu Panel

Displays a navigation tree, listing the items available within each category, with the currently displayed item highlighted.
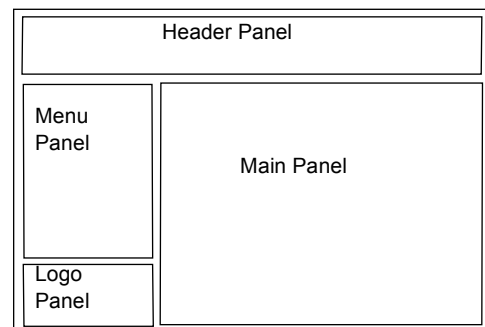
Main Panel

Displays information and settings for an item selected on the Menu Panel.

For more information about each function, refer to the following:

Services

The services supported by CentreWare Internet Services are subdivided into the following categories. The category is selected on the tab bar in the header panel.

Category Name	Services
Status	• General • Trays • Consumables
Jobs	• Active Jobs • Job History List • Error History
Print	• Job Submission
Scan	• Job Templates • Mailbox • Job Flow Sheets

Category Name	Services

Properties	• Configuration Overview
	• Description
	• General Setup
	  - Configuration
	  - Job Management
	  - Paper Tray Attributes
	  - Paper Settings
	  - Power Saver/Energy Server Settings
	  - Stored Document Settings
	  - Memory Settings
	  - Internet Services Settings
	  - Pool Server Settings
	  - Cloning
	  - Alert Notification
	  - Billing & Counters
	  - SMart eSolutions
	• Connectivity
	  - Port Status
	  - Physical Connections
	  - Protocols
	• Services
	  - Printing
	  - E-mail
	  - Internet Fax
	  - Fax
	  - Network Scanning
	  - Scan to Home
	  - Machine Software
	  - Xerox Services
	  - Custom Services

Properties	• Accounting
	  - Xerox Standard Accounting
	  - Accounting Configuration
	  - Accounting Login Screen Settings
	• Security
	  - Authentication Configuration
	  - User Details Setup
	  - Remote Authentication Servers
	  - IP Filtering
	  - Audit Log
	  - Machine Digital Certificate Management
	  - IPSec
	  - Certificate Management
	  - 802.1x
	  - SSL/TLS Settings
	  - PDF/XPS Security Settings
	  - Job Status Default
	  - System Administrator Settings

Support	• Software Upgrades • System Administrator • Xerox Support

Default User ID and Passcode

If the System Administration mode is enabled in CentreWare Internet Services settings, you will be prompted to enter the System Administrator user ID and passcode when some changes are made. The default user ID and passcode for the System Administrator are "11111" and "x-admin", respectively. This ID and passcode are the default, and can be changed by the System Administrator.

Status

The [Status] tab allows you to check the status of the paper trays, output trays, and consumables of the machine.

NOTE: The details displayed may differ from those shown on the machine's touch screen.

Follow the steps below to select features available on the [Status] tab.

1. Click [Status] on the Header Panel on the home page.

2. Click the required feature on the collapsible menu of the menu panel.

General

This page displays the machine information, IP address, and status. It also displays the [Refresh] and [Reboot Machine] buttons. Click the [Refresh] button to display the latest information.

Trays

This page displays the status of the paper tray and output tray.

Paper Supply

Trays

Lists the available paper trays: Tray 1, Tray 2, Tray 3 (optional), Tray 4 (optional), Tray 5 (Bypass), and Tray 6 (optional).

NOTE: The trays displayed depend on the machine configuration.

Status

Displays the status of each tray as [Ready], [Empty], [Not Available], or [Unknown].

NOTE: When the machine is in the Energy Saver mode, the status may be displayed as [Unknown].

% Full

Displays the percentage of paper remaining in each tray in 25% increments.

Paper Size

Displays the size of paper loaded in each tray.

Paper Color

Displays the color of paper loaded in each tray.

Paper Type

Displays the type of paper loaded in each tray.

Priority

Displays the priority set for each tray when Auto Tray Switching is selected. The highest priority is number 1. The greater the number, the lower the priority.

Output Destination

Trays

Lists the available output trays.

NOTE: Trays displayed will depend on the configuration.

Status

Displays the status of each output tray.

NOTE: If the output tray becomes full, remove the stack from the output tray.

Consumables

The consumables menu displays the status of the toner cartridge, drum cartridge, and other consumables. The status indicates when to replace each consumable.

Consumables

Toner Cartridges

Displays the status of the toner cartridge as [OK], [Reorder], [Replace], or [Fault]. It also displays the remaining toner in percentages.

NOTE: If [Replace] is displayed, replace the toner cartridge.

NOTE: Once a new toner cartridge is installed, a status will be displayed as [Ready].

SMart Kits

Drum Cartridges

Displays the status of the drum cartridge as [OK], [Reorder], [Replace], or [Fault]. It also displays the remaining drum life in percentages.

NOTE: If [Replace] is displayed, replace the drum cartridge.

Staple Cartridge

Displays the status of the staple cartridge as [OK], [Reorder], [Replace], or [Fault].

NOTE: If [Replace] is displayed, replace the staple cartridge.

Jobs

The [Jobs] tab displays a list of active and completed jobs. You can also delete jobs on this tab.

NOTE: The details displayed may differ from those shown on the machine's touch screen.

Follow the steps below to select the features available on the [Jobs] tab:

1. Click [Jobs] on the Header Panel of the home page.

2. On the collapsible menu of the Menu Panel, click [Active Jobs] to view the list of active jobs, click [Job History List] and then [Job History] or [Job History - Group Parent Jobs] to view the list of completed jobs or group parent jobs, or click [Error History] to view the list of errors.

Active Jobs

This page displays the list of active jobs being processed.

Job Name

Displays the name of a job.

Owner

Displays the name of the client (user) that has sent the job.

Status

Displays the status of the job.

Type

Displays the type of job.

Quantity

Displays the number of sets that have been processed.

Job History List

Job History

This page displays a list of completed jobs.

Job Name

Displays the name of a job.

Owner

Displays the name of the client (user) who sent the job.

Status

Displays the status of the job. The status includes [Completed], [Error], [Deleted], [Shutdown], [Cancelled], [Aborted], and [Unknown].

Type

Displays the type of job.

Page Count

Displays the number of pages printed (printed jobs only).

Output Destination

Displays the output destination, address, document receipt number, or name of the recipient server or file. If the output destination is unknown or not specified, "-" is displayed.

Host Interface

Displays the name of the host that has sent the job. If the host interface is unknown or not specified, "-" is displayed.

Time Completed

Displays the date and time the job was completed.

Job History - Group Parent Jobs

This page displays a list of completed group parent jobs.

Job Name

Displays the name of a group parent job.

Owner

Displays the name of the client (user) who sent the group parent job.

Status

Displays the status of the group parent job. The status includes [Completed], [Error], [Deleted], [Shutdown], [Cancelled], [Aborted], and [Unknown].

Type

Displays the type of group parent job.

Page Count

Displays the number of pages printed (printed jobs only).

Output Destination

Displays the output destination, address, document receipt number, or name of the recipient server or file. If the output destination is unknown or not specified, "-" is displayed.

Host Interface

Displays the name of the host that has sent the group parent job. If the host interface is unknown or not specified, "-" is displayed.

Time Completed

Displays the date and time the group parent job was completed.

Error History

This page displays a list of errors that have occurred.

Date & Time

Displays the date and time an error occurred.

Error Code

Displays the error code of the error.

Print

The [Print] tab allows you to specify printing and paper parameters, enter accounting information, and select the delivery method for your print job.

Follow the steps below to select the features available on the [Print] tab.

1. Click [Print] on the Header Panel of the home page.
The [Job Submission] page is displayed.

2. Set the required options.

Job Submission

Allows you to print documents stored in your computer. Specify the following settings, and click [Start] to submit the job.

Feature		Description
Printing	**Quantity**	Enter the number of sets to print within the range of 1 to 999.
	Collated	Specify whether or not to collate the output.
	2 Sided Printing	Specify whether to print 1-sided or 2-sided (flip on long edge or flip on short edge).
	Staple	Allows you to specify the staple position and the number of places to staple. **NOTE:** This option is displayed when a finisher is installed on the machine.
	Hole Punch	Allows you to specify the hole-punch position and the number of holes to punch. **NOTE:** This option is displayed when the Office Finisher LX is installed on the machine.
	Output Destination	Allows you to select an output tray.
Paper	**Paper Supply**	Allows you to select a paper tray.
	Paper Size	Allows you to select the output paper size.
	Paper Type	Allows you to select the type of paper to be used.

Feature		Description
Delivery	**Immediate Print**	Allows you to send a file directly to the machine to print.
	Sample Set	Allows you to print one set of a document prior to printing the whole quantity. **User ID** Enter the user ID for the Sample Set feature with up to 32 characters.
	Delayed Print	Allows you to print documents at the specified time within 24 hours. **Hour** Specify the hour value. **Minute** Specify the minute value.
	Secure Print	Allows you to print or delete passcode-protected stored documents. **User ID** Enter the user ID using up to 32 characters. **Enter Passcode** Enter the passcode for the user ID. The passcode can be up to 12 digits. **Retype Passcode** Re-enter the passcode for verification.
Accounting	**Account Type**	Specify the account type to be used. **NOTE:** This item is displayed only when Xerox Standard Accounting is enabled.
	Account ID	Specify the account type of Xerox Standard Accounting, and enter the group account ID with up to 48 characters. **NOTE:** This item is displayed only when Local Accounting, Xerox Standard Accounting, or Network Accounting is enabled. When Network Accounting is enabled, the item is displayed when [Customize User Prompts] is [Display User ID & Account ID Prompts] or [Display Account ID Prompt Only].
File Name		Allows you to specify the file to print. Clicking [Browse] opens the [Choose File] dialog box where you can select the file to print. You can print only files with the following exceptions: .pdf, .tif, .pcl, .ps, and .txt.
Submit Job		Click this button to print the file.

Scan

This page allows you to create, modify, or delete job templates for Network Scanning jobs, and configure mailbox and job flow sheet settings.

1. Click [Scan] on the Header Panel of the home page.

2. On the collapsible menu of the Menu Panel, click [Job Template], [Mailbox] or [Job Flow Sheets].

Job Templates

This page allows you to view the list of job templates registered in the machine, create new templates, or modify the existing templates for the Network Scanning feature. Job templates can be created with different settings by selecting features such as resolution and file format. Up to 250 templates can be stored on the hard disk of the machine.

If you apply any template to a scan job, retrieve the job template first on the machine.

To create or change job templates from this screen, follow the steps below.

1. Click the [Scan] tab on the Header Panel of the CentreWare Internet Services home page.

2. Select [Job Templates].
The [New Distribution Template] page is displayed.

3. To add a new job template, enter information for the template in [Template Name], [Description (Optional)], and [Owner (Optional)], and click the [Add] button.
To edit an existing job template, select the name of the template from the [Templates] list in the Menu Panel.
The [Distribution] page is displayed.

4. Perform the necessary operations.

NOTE: When creating a new template, you cannot assign a template name that is already used by a different template. If the same template name is used, an error message will be displayed.

NOTE: To use the Network Scanning feature, make sure you also configure [Network Scanning] in the [Properties] tab.

Templates

This list in the Menu Panel is displayed only when there are any job templates registered on the machine, and displays the names of existing job templates. Clicking [New Template] displays the [New Distribution Template] page where you can create a new job template. Clicking the name of an existing job template displays the [Distribution] page where you can edit the scan options and filing destination of the existing job template.

New Distribution Template

The following table shows the information fields on the [New Distribution Template] page.

Feature		Description
General Information	**Template Name**	Enter the name of a new job template.
	Description (Optional)	Enter the description of the new job template. This setting is optional.
	Owner (Optional)	Enter the owner of the new job template. This setting is optional.
	Add	Displays the [Distribution] page where you can set up the scan options and filing destination for the new job template.

Distribution

The following table shows the information fields on the [Distribution] page.

Feature		Description
Description		Displays the description of the job template. Click this link to edit the description.
Owner		Displays the owner of the job template. Click this link to edit the owner.
Delete		Deletes the job template.
Copy		Makes a copy of the job template.
File	**File Destinations**	Displays the defined scan file repository.
	Edit	Displays a page where you can set a new scan file repository or edit an existing repository. **Filing Policy** Specify the filing policy for saving a new file when a file of the same name already exists in the file repository. • Rename New File – Adds a three-digit number from 001 to 999 to the name of the new file. File names increment sequentially when additional documents of the same name are scanned. • Append to Existing File – Adds a newly scanned file to the existing file. • Overwrite Existing File – Overwrites the previously scanned file with the new file. • Do not Save – Does not save the new file if a file with the same name already exists. • Add Date to Name – Adds the current date to the name of the new file. **File Destination** Select the desired file repository from the list of file repositories set in [Properties] > [Network Scanning] > [File Repository Setup].

Feature		Description
File (continued)	**Edit (continued)**	**Protocol** Displays the filing protocol set in [Properties] > [Network Scanning] > [File Repository Setup]. **Host Name/IP Address & Port** Displays the host name/IP address and port number of the filing protocol set in [Properties] > [Network Scanning] > [File Repository Setup]. **Document Path** Displays the path to the file repository set in [Properties] > [Network Scanning] > [File Repository Setup]. **Login Name** Displays the login name set in [Properties] > [Network Scanning] > [File Repository Setup].
Document Management Fields (Optional)	**Field Name, Field Label, Default Value**	Displays the meta data attributes for the job template. This setting is optional.
	Add	Displays the [Add Document Management Field] page where you can add field names, labels, and default values, and specify whether the fields are editable or not.
	Edit	Select an existing field and click this button to make changes to the field.
	Delete	Select an existing field and click this button to delete the field.
Network Scanning	**2 Sided Scanning**	Displays whether to scan 1-sided or 2-sided.
	Original Type	Displays the original type setting.
	Edit	Displays a page where you can edit the [Network Scanning] settings. **NOTE:** Some of the following options may not be available depending on other settings. **2 Sided Scanning** Allows you to specify whether to scan only one side or both sides of your document. Select [2 Sided, Rotate 2] when the images on both sides of your document are in opposite directions. • 1 Sided • 2 Sided • 2 Sided, Rotate Side 2 **Original Type** Allows you to scan at optimum image quality by selecting the type of the original document. • Photo & Text • Photo • Text

Feature		Description
Advanced Settings	**Lighten/Darken**	Displays the scan density setting.
	Background Suppression	Displays whether to suppress background colors when scanning.
	Resolution	Displays the scan resolution setting.
	Edit	Displays a page where you can edit the [Advance Settings] settings. Some of the following options may not be available depending on other settings. **Image Options** • Lighten/Darken - Allows you to adjust the density in seven levels from [Lighten +3] to [Darken +3]. **Image Enhancement** • Background Suppression - Allows you to suppress background colors or image bleed-through when scanning. **Resolution** Allows you to specify the scan resolution. • 200 x 200 dpi • 300 x 300 dpi • 400 x 400 dpi • 600 x 600 dpi

Feature		Description
Layout Adjustment	**Original Orientation**	Displays the original orientation setting.
	Original Size	Displays the original paper size setting.
	Reduce/ Enlarge	Displays the scan ratio setting.
	Output Size	Displays the output paper size setting.
	Edge Erase	Displays the top/bottom or left/right edge erase setting.
	Edit	Displays a page where you can edit the [Layout Adjustment] settings. **NOTE:** Some of the following options may not be available depending on other settings. **Original Orientation** Allows you to specify the orientation of originals. • Upright Images • Sideways Images (Top to Left) **Original Size** Allows you to specify the size of originals. • Auto Detect • Manual Size Input • Mixed Sized Originals **Reduce/Enlarge** Allows you to specify a reduction/enlargement ratio. • Auto % • Preset % • Calculator % **Output Size** Allows you to specify the output scan size. • Auto Detect **Edge Erase** Allows you to erase unwanted marks from each edge of scanned documents. • Top Edge/Bottom Edge • Left Edge/Right Edge

Feature		Description
Filing Options	**Document Name**	Displays the document name.
	Document Format	Displays the file format to use when saving scanned data.
	Edit	Displays a page where you can edit the [Filing Options] settings.
		NOTE: Some of the following options may not be available depending on other settings.
		Document Name Enter the document name. **Document Format** Allows you to specify the file format to use when saving scanned data. The following options are available. • PDF Images - One or More Images per File • TIFF - File for Each Page • mTIFF - One or More Images per File • XPS - One or More Images per File
		NOTE: For a description of each option, refer to the Scan/E-mail chapter in the User Guide.
Report options	**Confirmation Sheet**	Displays whether generation of confirmation sheets is enabled or disabled.
	Job Log	Displays whether generation of job logs is enabled or disabled.
	Edit	Displays a page where you can edit the [Report options] settings. Select whether or not to generate confirmation sheets and/or job logs.

Compression Capability	**Edit**	Click this button to newly configure or edit the file compression capability settings. Select whether to enable or disable the following compression formats. You can enable multiple compression formats at once.
		The default is [CCITT Group 4 (G4 MMR)]. JBIG2 is available for PDF data only.
		Compression Capability
		• CCITT Group 4 (G4 MMR)
		• JBIG2:
		   - Arithmetic Encoded
		   - Huffman Encoded

Mailbox

This page allows you to create and edit mailboxes.

Mailbox icons

Clicking the icon of a registered mailbox displays the [Mailbox Document List] page for that mailbox.

Mailbox Number

Displays the mailbox numbers. Clicking the number of a registered mailbox displays the [Mailbox Document List] page for that mailbox.

Mailbox Name

Displays the names of mailboxes. Clicking the name of a registered mailbox displays the [Mailbox Document List] page for that mailbox.

Number of Documents in this Mailbox

Displays the number of documents stored in each mailbox.

Document List

Displays the [Mailbox Document List] page where you can set the document processing settings for the selected mailbox.

Delete

Deletes the selected mailbox.

Edit

Displays the [Edit Mailbox] page, which allows you to edit the selected mailbox.

Create

Displays the [Mailbox Setup] page, which allows you to create the selected mailbox.

Mailbox Document List

The following table shows the information fields on the [Mailbox Document List] page.

Mailbox Number		Displays the number of the selected mailbox.
Mailbox Name		Displays the name of the selected mailbox.
Document Number		Displays the numbers of the documents stored in the mailbox.
Document Name		Displays the names of the documents.
Stored Date		Displays the dates on which the documents were stored.
Compression Format		Displays the compression formats of the documents.
Page Count		Displays the page counts of the documents.
Type		Displays the job types of the documents.
Accounting	Account Type	Specify the account type to be used. **NOTE:** This item is displayed only when Xerox Standard Accounting is enabled.
	Account ID	Specify the account type of Xerox Standard Accounting, and enter the group account ID with up to 48 characters. **NOTE:** This item is displayed only when Local Accounting, Xerox Standard Accounting, or Network Accounting is enabled. When Network Accounting is enabled, the item is displayed when [Customize User Prompts] is [Display User ID & Account ID Prompts] or [Display Account ID Prompt Only].
Retrieve	Retrieve Page	Select whether or not to retrieve one page of the selected document.
	Page Number	Enter the number of the page to be retrieved.
	Retrieving Format	Specify the file format to be used when retrieving the page.
	Retrieve	Select this button to retrieve the selected document.

Print Document	Paper Supply	Select the paper tray to be used to print the selected document.
	Output Destination	Select the output tray.
	Quantity	Select the number of copies to print.
	2 Sided Printing	Select whether to print only on one side or both sides of the paper.
	Staple	Select the staple position and number of places to staple.
	Hole Punch	Select the hole-punch position and the number of holes to punch.
	Batch Print	Select whether or not to batch print the selected documents.
	Print Document	Select this button to print the selected document(s).

Edit Mailbox

The following table shows the information fields on the [Edit Mailbox] page.

Mailbox	**Mailbox Number**	Displays the number of the selected mailbox.
	Mailbox Name	Allows you to edit the name of the selected mailbox.
	Mailbox Passcode	Allows you to edit the passcode to the mailbox. The passcode can be up to 20 characters long. The passcode is optional; you can leave the text box blank.
	Retype Passcode	Re-type the passcode for verification.
	Check Mailbox Passcode	Allows you to select whether and when the passcode for the mailbox is required.
	Owner	Displays the owner of the mailbox. If the mailbox is a shared mailbox, this shows "Shared".
	Linked Job Flow Sheet	Displays the name of the job flow sheet linked to the mailbox. This is only displayed when the mailbox has a linked job flow sheet.
	Auto Start Job Flow Sheet	Allows you to enable or disable the linked job flow sheet. This is only displayed when the mailbox has a linked job flow sheet.
	Delete Documents after Print or Retrieve	Allows you to set whether to automatically delete documents after they are printed or retrieved.
	Delete Expired Documents	Allows you to set whether to automatically delete documents when they reach the specified expiration dates.
	Number of Documents in this Mailbox	Displays the number of documents stored in the mailbox.
Link Job Flow Sheet to this Mailbox	**Sheet Type**	Select the type of sheets to be displayed in the [Job Flow Sheet List] page.
	Sheet Order	Select the display order of job flow sheets to be displayed in the [Job Flow Sheet List] page.
	Display Job Flow Sheets List	Displays the [Job Flow Sheet List] page where you can link job flow sheets to the mailbox, and create, edit, or delete job flow sheets.

Mailbox Setup

The following table shows the information fields on the [Mailbox Setup] page.

Mailbox	Mailbox Number	Displays the number of the selected mailbox.
	Mailbox Name	Allows you to enter the name of the mailbox.
	Mailbox Passcode	Allows you to enter the passcode to the mailbox. The password can be up to 20 characters long. The password is optional; you can leave the text box blank.
	Retype Passcode	Re-type the passcode for verification.
	Check Mailbox Passcode	Allows you to select whether and when the passcode for the mailbox is required.
	Delete Documents after Print or Retrieve	Allows you to set whether to automatically delete documents after they are printed or retrieved.
	Delete Expired Documents	Allows you to set whether to automatically delete documents when they reach the specified expiration dates.

Job Flow Sheets

This page allows you to create, edit, or view job flow sheets.

Sheet Type

Select the type of job flow sheets to be displayed in the Job Flow Sheets List. The [Personal] option is available only when the Accounting feature is enabled.

User Name

When [Personal] is selected for [Sheet Type], select the user name of the job flow sheets to be displayed. This is displayed only when the Accounting feature is enabled.

Sheet Order

Specify the display order of job flow sheets.

Display Job Flow Sheets List

Displays the [Job Flow Sheets List] page.

Job Flow Sheets List

The following table shows the information fields on the [Job Flow Sheets List] page.

Delete	Deletes the selected job flow sheet.
Sheet Type	Displays the type of the job flow sheet.
Job Flow Sheet Name	Displays the name of the job flow sheet.
Last updated	Displays the date and time when the job flow sheet was last updated.

Edit Job Flow Sheet	Displays the [Job Flow Sheets Common Attributes] page where you can edit the selected job flow sheet.
	NOTE: This button becomes active only when logged in as the System Administrator.
Create Job Flow Sheet	Displays the [Job Flow Sheets Common Attributes] page where you can create a new job flow sheet.
	NOTE: This button becomes active only when logged in as the System Administrator.

Job Flow Sheets Common Attributes

The following table shows the information fields on the [Job Flow Sheets Common Attributes] page.

Job Flow Sheet Name		Enter or change the name of the selected job flow sheet.
Description		Enter or change the description of the job flow sheet.
Job Flow		Displays the type of command set for the job flow sheet.
Total Destinations		Displays the number of destinations defined in the job flow sheet.
Sheet Type		Displays the access type ([Personal] or [Shared]) of the job flow sheet. This item is displayed only when the Authentication feature is enabled.
Keyword		Enter a keyword to be used when searching the job flow sheet. The keyword can be up to 12 characters.
Edit Job Flow Sheet	**Edit Destination**	Select a command to assign to the job flow sheet from [Print], [Send as Fax], [Send as Internet Fax], [Send as E-mail], [FTP Transfer], or [SMB Transfer]. Then click the [Edit Job Flow Sheet] button to display a page where you can configure the selected job flow sheet command.

Print

The following table shows the information fields on the [Print] page.

Job Flow Sheet Name	Displays the name of the job flow sheet.
Paper Supply	Select the paper tray for the job flow sheet.
Output Destination	Select the output paper tray.
Quantity	Specify the number of printouts.
2 Sided Printing	Select 1 sided or 2 sided output.
Staple	Specify the staple position and the number of places to staple.
Hole Punch	Specify the hole-punch position and the number of holes to punch.

Send as Fax

The following table shows the information fields on the [Send as Fax] page.

Job Flow Sheet Name	Displays the name of the job flow sheet.
Name	Enter the recipient's name.
Recipient Address	Enter the recipient's address.
Line Type	Displays the line type: [Extension] or [Outside Line].
Starting Rate	Select the fax communication mode from [G3 Auto] and [Forced 4800 bps].
Mailbox Number	Enter the mailbox number.
Mailbox Passcode	Enter the mailbox passcode.
Relay Broadcast	Select whether to enable relay broadcasting.
Print at Relay Station	Select whether to enable printing at the relay station. **NOTE:** This setting is valid only when the [Relay Broadcast] check box is selected.
Relay Station ID/Broadcast Recipients	Enter the speed dial codes of the relay station and relay broadcast destinations, separating each dial code with a comma. The first dial code you enter will be the code for the relay station. You can register up to 21 relay broadcast destinations. The dial code for the relay station must be a number between 0 and 99. Enter the dial codes for the relay broadcast destinations as follows: • When entering an individual code, enter it between 0 and 99. • When entering all codes, enter "**". • When entering all codes between n0 to n9 (for example, 20 to 29), enter "n*". • When entering a group code, enter "#n" (for example, #1 when entering the group code 1). **NOTE:** When the [Relay Broadcast] check box is not selected, this item becomes inactive and cannot be configured.
F Code	Enter the F code within 20 digits using numbers, # (number signs), and * (asterisks).
Password (F Code Communication)	Enter the password for the F code within 20 digits using numbers, # (number signs), and * (asterisks).

Send as Internet Fax

The following table shows the information fields on the [Send as Internet Fax] page.

Job Flow Sheet Name	Displays the name of the job flow sheet.
Recipient Name 1 - 10	Enter the name of the recipient using up to 36 characters. You can enter the names of up to 10 recipients.
Recipient Address 1 - 10	Enter the address of the recipient using up to 128 characters. You can enter the addresses of up to 10 recipients.
Message	Enter the body message of the e-mail.
Internet Fax Profile	Select the TIFF profile of Internet Fax from [TIFF-S], [TIFF-F], and [TIFF-J].
Header	Select the check box if adding the Internet Fax header at the top of scanned images.

Send as E-mail

The following table shows the information fields on the [Send as E-mail] page.

Job Flow Sheet Name	Displays the name of the job flow sheet.
Recipient Name 1 - 10	Enter the names of the recipients within 36 characters. You can enter the names of up to 10 recipients.
Recipient Address 1 - 10	Enter the addresses of the recipients within 128 characters. You can enter the addresses of up to 10 recipients.
Subject	Enter the subject of the e-mail.
File Format	Select the format of documents that will be attached to the e-mail. • mTIFF (Multiple Pages per File) • TIFF (File for Each Page) • PDF Images (Multiple Pages per File) • Optimize PDF For Fast Web View • XPS **NOTE:** For a description of each option, refer to File Format under the Scan/E-mail chapter in the User Guide.

FTP Transfer

The following table shows the information fields on the [FTP Transfer] page.

Job Flow Sheet Name	Displays the name of the job flow sheet.
Name	Enter the recipient name with up to 36 characters.
Server Name	Enter the FTP server name or IP address of the transfer destination.
Save in	Specify the directory in which to save documents.
Login Name	If the FTP server of the transfer destination requires user login, set the login name of the server with up to 32 characters.
Password	If the FTP server of the transfer destination requires password entry, set the password to the server with up to 32 characters.
File Format	Select the file format to be used when saving scanned documents. • mTIFF (Multiple Pages per File) • TIFF (File for Each Page) • PDF Images (Multiple Pages per File) • Optimize PDF For Fast Web View • XPS **NOTE:** For a description of each option, refer to File Format under the Scan/E-mail chapter in the User Guide.

SMB Transfer

The following table shows the information fields on the [SMB Transfer] page.

Job Flow Sheet Name	Displays the name of the job flow sheet.
Name	Enter the recipient name with up to 36 characters.
Server Name	Enter the server name or IP address of the transfer destination.
Shared Name	Enter the volume name of the destination in which documents will be saved.
Save in	Specify the directory in which to save documents.
Login Name	If the server of the transfer destination requires user login, set the login name to the server with up to 32 characters.
Password	If the server of the transfer destination requires password entry, set the password to the server with up to 32 characters.
File Format	Select the file format to be used when saving scanned documents. • mTIFF (Multiple Pages per File) • TIFF (File for Each Page) • PDF Images (Multiple Pages per File) • Optimize PDF For Fast Web View • XPS **NOTE:** For a description of each option, refer to File Format under the Scan/E-mail chapter in the User Guide.

Properties

This tab allows you to view and set the machine properties. These include the machine details and configuration, the CentreWare Internet Services settings, the port settings, protocol settings, emulation settings, and the memory settings. The items displayed will depend on the model and configuration of the machine.

NOTE: Some settings with data entry use bytes as units of data volume. Each character that you enter is one byte.

1. Click [Properties] on the Main Panel on the home page.

2. Select an item from the collapsible menu on the Menu Panel. To open each folder, click "+" on its left side to expand and access the items beneath the folder.

3. To change settings, use the drop-down list box, text boxes, and check boxes on the page.

The default settings in the drop-down list box are indicated with an asterisk (*).

4. After changes have been made, click [Apply].

• To cancel any changes you have made, click [Undo].

• To display the current machine settings, click [Refresh].

NOTE: Some settings will be available only after you restart CentreWare Internet Services or after the machine is switched off and on.

Properties Features

The following table lists the items that can be set.

Some items may not be displayed depending on your machine configuration.

Feature	Setting items
Configuration Overview	**Connectivity and Printing** Print Protocols – Clicking the [Settings] button displays the [Connectivity and Printing] page, which displays links to the following property settings pages. Some items may not appear depending on your machine configuration. • EtherTalk – Clicking the [Configure] button displays the [EtherTalk Compatible System] page. For details on the page, refer to *EtherTalk on page 183*. • NetWare – Clicking the [Configure] button displays the [NetWare] page. For details on the page, refer to *NetWare on page 183*. • TCP/IP – Clicking the [Configure] button displays the [TCP/IP] page. For details on the page, refer to *TCP/IP on page 185*. • Microsoft Networking – Clicking the [Configure] button displays the [Microsoft Networking] page. For details on the page, refer to *Microsoft Networking on page 189*. • LPD – Clicking the [Configure] button displays the [LPD] page. For details on the page, refer to *LPD on page 190*. • Port 9100 – Clicking the [Configure] button displays the [Port 9100] page. For details on the page, refer to *Port 9100 on page 190*. • HTTP – Clicking the [Configure] button displays the [HTTP] page. For details on the page, refer to *HTTP on page 193*. **Services** Clicking the [Settings] button for each service displays a configuration page, which displays links to various setting pages. Fill out the setting pages to set up each service. To display the configuration page for the next service, click the [Configure Next Service] button. Some items may not appear depending on your machine configuration. E-mail Settings: • SMTP Server – Clicking the [Configure] button displays the [SMTP Server] page. For details on the page, refer to *SMTP Server on page 191*. • LDAP Directory – Clicking the [Configure] button displays the [LDAP Server] page. For details on the page, refer to *LDAP Server on page 191*.

Feature	Setting items
Configuration Overview	**Services (continued)** • LDAP User Mappings – Clicking the [Configure] button displays the [LDAP User Mappings] page. For details on the page, refer to *LDAP User Mappings on page 192*. • LDAP Authentication – Clicking the [Configure] button displays the [LDAP Authentication] page. For details on the page, refer to *LDAP Authentication on page 192*. • E-mail Settings – Clicking the [Configure] button displays the [E-mail] page. For details on the page, refer to *E-mail on page 200*. Network Scanning: • File Repository Setup – Clicking the [Configure] button displays the [File Repository Setup] page. For details on the page, refer to *File Repository Setup on page 204*. • General Settings – Clicking the [Configure] button displays the [General] page. For details on the page, refer to *General on page 204*. Fax Settings: • Fax Settings – Clicking the [Configure] button displays the [Fax Settings] page. For details on the page, refer to *Fax Settings on page 202*. • Fax Repository Setup – Clicking the [Configure] button displays the [Fax Repository Setup] page. For details on the page, refer to *Fax Repository Setup on page 203*. • General Settings – Clicking the [Configure] button displays the [General] page. For details on the page, refer to *Defaults on page 201*. Internet Fax Settings: • SMTP Server – Clicking the [Configure] button displays the [SMTP Server] page. For details on the page, refer to *SMTP Server on page 191*. • POP3 Setup – Clicking the [Configure] button displays the [POP3 Setup] page. For details on the page, refer to *POP3 Setup on page 193*. • LDAP Directory – Clicking the [Configure] button displays the [LDAP Server] page. For details on the page, refer to *LDAP Server on page 191*. • LDAP User Mappings – Clicking the [Configure] button displays the [LDAP User Mappings] page. For details on the page, refer to *LDAP User Mappings on page 192*. • Internet Fax Settings – Clicking the [Configure] button displays the [Internet Fax] page. For details on the page, refer to *Internet Fax on page 201*.

Feature		Setting items
Description		Allows you to set and view information related to the machine, such as the name and installation location of the machine and the System Administrator's e-mail address. **Machine Model** Displays the model of your machine. **Serial Number** Displays the serial number of the machine. **Machine Name** Enter the name of the machine. **Location** Enter the location of the machine. **Contact Person** Enter the name of the System Administrator. **Administrator's E-mail Address** Enter the e-mail address of the System Administrator. **Machine's E-mail Address** Enter the e-mail address of the machine. **Comment** Enter a comment on the machine.
General Setup	**Configuration**	Displays information such as the memory capacity, available printer languages, and installed hardware/software. **Memory** Displays the size of the installed memory, amount of memory used for each port/protocol, and installed printer languages. **Available PDL** Lists the printer languages used by the machine and their versions. **Software** Displays the version of software (firmware) installed on the machine. **Hard Disk** Lists the names, and total and free sizes of the volumes on the hard disk. **Hardware** Lists the installed hardware components and their status.
	Job Management	**Job Deletion** Allows you to set whether to allow all users or only the System Administrator to delete jobs.
	Paper Tray Attributes	**Trays** Lists the paper trays installed. **Paper Type** Lists the paper type set for each tray. **Priority** Allows you to set the priority for specified paper trays.

Feature		Setting items
General Setup	**Paper Settings**	**Paper Type** Lists different paper types. **Paper Name** Enter the names for [Custom Paper 1] to [Custom Paper 5]. **Priority** Allows you to configure the priority settings for various paper types when the auto tray is selected.
	Power Saver/Energy Saver Settings	**Time to Low Power Mode** Allows you to specify the time-out period before the machine enters the Low Power Mode from user operation. **Time to Sleep Mode** Allows you to specify the time-out period before the machine enters the Sleep Mode from the Low Power Mode.
	Stored Document Settings	**Minimum Passcode Length for Stored Jobs** Allows you to specify the minimum number of digits the passcodes for the Secure Print jobs must contain.
	Memory Settings	Allows you to change the settings for the free space available and the print page buffer size for USB, EtherTalk, SMB, NetWare, LPD, IPP, Port9100, and PostScript memory. **Free Space** Displays the free memory space. **Print Page Buffer** Displays the memory buffer size. **USB** Enter the print page buffer for the USB interface between 64 KB and 1024 KB in 32 KB increments. **EtherTalk** Enter the print page buffer for the EtherTalk interface between 1024 KB and 2048 KB in 32 KB increments. **SMB** Select the spool destination for the job. • Spool to Memory – Enter a value between 512 KB and 32 MB (32768 KB) in 256 KB increments. • Spool to Hard Disk – The print page buffer text box will be blank and the value cannot be updated. • No Spooling – Enter a value between 64 KB and 1024 KB in 32 KB increments. **NetWare** Enter the print page buffer for NetWare between 64 KB and 1024 KB in 32 KB increments.

Feature		Setting items
General Setup	**Memory Settings (continued)**	**LPD** Allows you to select the spool destination for the job. • Spool to Memory – Enter a value between 512 KB and 32 MB (32768 KB) in 256 KB increments. • Spool to Hard Disk – The print page buffer text box will be blank and the value cannot be updated. • No Spooling – Enter a value between 1024KB and 2048KB in 32 KB increments. **IPP** Allows you to select the spool destination for the job. • Spool to Hard Disk – The print page buffer text box will be blank and the value cannot be updated. • No Spooling – Enter a value between 64 KB and 1024 KB in 32 KB increments. **Port 9100** Enter the print page buffer for the Port9100 interface between 64 KB and 1024 KB in 32 KB increments. **PostScript Memory** Enter the PostScript working memory between 16384 KB and 98304 KB in 256 KB increments.
	Internet Services Settings	Allows you to configure the settings for CentreWare Internet Services. **Auto Refresh Interval** Enter a time in seconds when the contents of the browser display will be refreshed automatically.
	Pool Server Settings	Allows you to set the pool server related information for job flow services. **Pool Server** Select to enable the pool server. **Login Details from Device** Select whether or not to use the login details defined by the machine. **User Name** Enter the user name to be used when accessing the pool server with up to 64 characters. **Password** Enter the password for the user name with up to 32 characters.

Feature		Setting items
General Setup	**Cloning**	This feature, provided by Xerox Standard Accounting, saves the settings of selected features in a configuration file, which can then be used to clone the settings onto other machines. To install configuration files to other machines, the machines must have the same version of software as this machine. **Create Clone File** Allows you to select which settings will be cloned from the following features. To select all the features, simply click [Clone]. To customize a configuration file, select only the desired features and click [Clone]. • Connectivity Settings • E-mail • Internet Fax • Job Management • Authentication • Administration • Fax • Network Scanning Setup • Network Scanning Templates • Audit Log **View Feature Details** Displays the details of the features in [Create Clone File]. Select the check boxes of the settings to be cloned. **Hide Feature Details** Hides the details of the features in [Create Clone File]. **Install Clone File** Click the [Browse] button to locate the configuration file to install, and click the [Install] button to start the installation. The [Browse] and [Install] buttons appear only when [Hide Feature Details] is selected.
	Alert Notification	**Setup E-mail Notification** Allows you to set up the automatic notification of the machine status, including consumables status, parts status, and paper tray status. This is displayed when [E-mail Notification Service] under [Port Settings] is set to [Enabled]. • Recipient's E-mail Address – Enter the e-mail addresses of the recipients of machine status e-mails. You can specify up to three e-mail addresses. • Send Notice – Allows you to enable or disable sending regular notices to the specified recipients. Mail Notice Status Settings: • Mail Notice Status – Allows you to specify the type of notification messages to send, including consumables, paper jams, paper tray status, and errors. • Recipient 1 - 3 – Allows you to specify which recipient will receive what notice.

Feature		Setting items
General Setup	**Alert Notification (continued)**	Notice Frequency Settings: • Notice Frequency – Allows you to select the frequency for sending status e-mails. • Notice Week Day – Allows you to select the day of the week on which to send status e-mails. • Notice Month Date – Allows you to select the date of the month on which to send status e-mails. • Notice Time – Allows you to specify the time to send status e-mails. • Next Notice Date – Displays the date on which the next e-mail will be sent. **Billing Meter Read Alerts** Allows you to set up the automatic notification of the machine's billing meter status. Recipient Group Addresses: • Billing Administrator E-mail Addresses – Enter the e-mail addresses of the recipients of Billing Meter Read e-mails. You can specify up to five e-mail addresses. • Send Alert – Select whether the e-mail is sent when billing meter reads are reported or if registration with the Xerox Communication Server is cancelled. **Supplies Data Sent Alerts** Allows you to set up the automatic notification of the machine's supplies (consumables) status. Recipient Group Addresses: • Supplies Administrator E-mail Addresses – Enter the e-mail addresses of the recipients of the Supplies Data e-mails. You can specify up to five e-mail addresses. • Send Alert – Select whether an e-mail is sent if registration with the Xerox Communication Server is cancelled.
	Billing & Counters	**Billing Information** Current Billing Information: Provides the current readings of the machine counters. • Serial Number – Identifies the machine's serial number. • Billing Meter – Identifies the total number of impressions. **Usage Counters** Usage Counters: • Usage Counters – Provides the current readings for the entire set of machine counters. It displays the usage amounts for impressions, sheets, images sent, and images received.

Feature		Setting items
General Setup	**SMart eSolutions**	Allows you to set up the SMart eSolutions feature, which enables automatic billing meter reading and machine supplies reporting. **Registration** Setup: • 1. Enable Proxy Server – Displays the [Proxy Server Settings] page. For details on the page, refer to *Proxy Server on page 194*. • 2. Register with Xerox Communication Server – Displays the [Xerox Communication Server] page. For details on the page, refer to *Xerox Communication Server on page 207*. • 3. Setup E-mail Notification (Billing Meter Read Alerts) – Displays the [Billing Meter Read Alerts] page. For details on the page, refer to *Billing Meter Read Alerts on page 180*. • 4. Setup E-mail Notification (Supplies Data Sent Alerts) – Displays the [Supplies Data Sent Alerts] page. For details on the page, refer to *Supplies Data Sent Alerts on page 180*. Status: • Meter Assistant – Displays whether the Meter Assistant feature is enabled. • Supplies Assistant – Displays whether the Supplies Assistant feature is enabled. **Meter Assistant** Last Meter Billing Read: Displays the last billing meter read reported to the Xerox Communication Server. • Meter Assistant – Displays whether the Meter Assistant feature is enabled. • Date – Displays the date on which the last billing meter read was reported. • Time – Displays the time at which the last billing meter read was reported. • Billing Meter – Displays the type of the last billing meter read. • Count – Displays the value of the information reported to the Xerox Communication Server. **Supplies Assistant** Last Supplies Data Sent: Displays the last supplies data sent to the Xerox Communication Server. • Supplies Assistant – Displays whether the Supplies Assistant feature is enabled. • Date – Displays the date on which the last supplies data was sent. • Time – Displays the time at which the last supplies data was sent. **Supplies Assistant (continued)** • Component – Displays the consumable on which the last supplies data was sent. • Current Level – Displays the remaining life of the consumable.

Feature		Setting items
Connectivity	**Port Settings**	Allows you to select whether to enable or disable different ports used on the machine. **USB** Select the check box to enable this port. **EtherTalk** Select the check box to enable this port. **NetWare** Select the check box to enable this port. You can also configure the transport protocol to be used. To enable the transport protocol, select [IPX/SPX] and/or [TCP/IP]. **SNMP** Select the check box to enable this port. You can also configure the transport protocol to be used. To enable the transport protocol, select [UDP] and/or [IPX]. **SMB** Select the check box to enable this port. You can also configure the transport protocol to be used. To enable the transport protocol, select [TCP/IP] and/or [NetBEUI]. **LPD** Select the check box to enable this port. **Port 9100** Select the check box to enable this port. **Send E-mail** Select the check box to enable this port. **Receive E-mail** Select the check box to enable this port. **E-mail Notification Service** Select the check box to enable this port. **Internet Services** Select the check box to enable this port. **FTP Client** Select the check box to enable this port. **IPP** Select the check box to enable this port. **UPnP Discovery** Select the check box to enable this port. **WebDAV** Select the check box to enable this port. **Bonjour** Select the check box to enable this port. **WSD** Select the check box to enable this port. **SOAP** Select the check box to enable this port.

Feature		Setting items
Connectivity	**Physical Connections**	**Ethernet** Allows you to select the Ethernet transmission rate. Rated Speed – You can select one of the following options. • Auto – Detects the Ethernet transmission rate automatically. • 10 Mbps Half-Duplex • 10 Mbps Full-Duplex • 100 Mbps Half-Duplex • 100 Mbps Full-Duplex MAC Address – Displays the MAC address of the machine. This is a display-only item. **USB** Allows you to configure the USB port settings. Auto Eject Time – Allows you to specify the time when the paper will be automatically ejected from the machine if no data are sent to the machine. Adobe Communication Protocol – Only displayed when PostScript is enabled. Select one of the following options: • Normal – Select this when the communication protocol is in ASCII format. • Binary – Select this when the communication protocol is in binary format. • TBCP – Select this to switch between the specific control codes when the communication protocols involve both ASCII and binary formats. • RAW – Select this when the communication protocol is in RAW format.
	Protocols	**EtherTalk** Allows you to configure the EtherTalk port settings. This is only displayed when PostScript is enabled. Protocol – Displays whether the protocol is enabled or disabled. Physical Connection – Displays "Ethernet". This is a display-only item. Printer Name – Enter the EtherTalk printer name. Printer Type – Displays the printer type. Zone Name – Enter the EtherTalk zone name. **NetWare** Allows you to configure the NetWare settings. General: • Protocol – Displays whether the protocol is enabled or disabled. • Physical Connection – Displays "Ethernet". This is a display-only item. • Network Address – Displays the network address in xxxxxxxx:xxxxxxxxxxxx format. • Filing Transport – Displays whether two transport protocols, IPX/SPX and TCP/IP, are enabled or disabled.

Feature		**Setting items**

Connectivity	**Protocols (continued)**	**NetWare (continued)**
		• Frame Type – Select the frame type.
		  - Auto: Automatically configures the active frame type.
		  - Ethernet II: Selects Ethernet frame type.
		  - Ethernet 802.3: Selects IEEE802.3 frame type.
		  - Ethernet 802.2: Selects IEEE802.3/IEEE802.2 frame type.
		  - Ethernet SNAP: Selects IEEE802.3/IEEE802.2/SNAP frame type.
		• Queue Poll Interval – Allows you to set the time interval from when print data enters the print queue until printing starts.
		• Printer Server Name – Enter the printer server (PServer) name.
		• New Print Server Password – Enter the PServer password.
		• Retype New Print Server Password – Re-enter the PServer password for verification.
		• Active Mode – Select the Active Mode for the machine when using NetWare.
		  - Directory: PServer Mode: Select this when using the machine server mode in directory service.
		  - Bindery: PServer Mode: Select this when using the machine server mode in bindery service.
		• Number of searches – Enter the maximum number of searches.
		• TBCP Filter – Select the check box to enable TBCP Filter when processing PostScript data. This is available only when the optional PostScript kit is installed. When the transmission data includes binary or EPS data, disable this feature.
		Service Advertising Protocol (SAP):
		• Protocol – Displays "Enabled". This is a display-only item.
		• SAP Frequency – Displays "60 seconds". This is a display-only item.
		Bindery Settings:
		• File Server Name – Enter the NetWare file server name.
		NetWare Directory Services (NDS):
		• NDS Tree – Enter the NDS tree name.
		• NDS Context – Enter the context name of the Print Server Object. Up to 511 characters can be entered, with the exception of + (plus sign), \ (backslash), and ~ (tilde).
		SLP:
		SLP will only be displayed when NetWare is selected in [Port Status] and TCP/IP is selected as the transport protocol.
		• Active Discovery – Allows you to enable or disable the automatic detection of the SLP directory agent.

Feature		Setting items

Connectivity	**Protocols (continued)**	**TCP/IP**
		Allows you to configure the TCP/IP settings.
		IP Mode:
		• IP Mode – Select an IP mode from [IPv4], [IPv6], and [Dual Stack].
		General:
		• Protocol – Displays whether the protocol is enabled or disabled.
		• Physical Connection – Displays "Ethernet". This is a display-only item.
		• Host Name – Enter the host name. If you change the host name of TCP/IP, the host name of SMB also changes.
		IPv4:
		• IP Address Resolution – Allows you to set the method for obtaining the IPv4 address by using the drop down menu to access the following options.
		  - STATIC: The user will specify all the addresses.
		  - DHCP: The addresses will automatically be set via DHCP.
		  - BOOTP: The addresses will automatically be set via BOOTP.
		  - RARP: The addresses will automatically be set via RARP.
		  - DHCP/Autonet: The addresses will be automatically set by Autonet via DHCP.
		• IP Address – Enter the IP address allocated to the machine in xxx.xxx.xxx.xxx format.
		• Subnet Mask – Enter the subnet mask in xxx.xxx.xxx.xxx format.
		• Gateway Address – Enter the gateway address in xxx.xxx.xxx.xxx format.
		IPv6:
		• Enable Manual Address – Select the check box to manually enter the IPv6 address and gateway address.
		• IP Address – Enter the IPv6 address in xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx format.
		• Automatically Configured Address 1 - 3 – Displays the automatically configured IPv6 global unicast addresses.
		• Link-Local Address – Displays the automatically configured IPv6 link local address.
		• Gateway Address – Enter the gateway address in xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx format.
		• Automatically Configured Gateway Address – Displays the automatically configured gateway address.
		Domain Name:
		• Domain Name – Enter the domain name.

Feature		Setting items
Connectivity	**Protocols (continued)**	**TCP/IP (continued)** DNS Configuration: IPv4: • Obtain DNS Server Address Automatically – Allows you to enable or disable the automatic setting of the IPv4 DNS server address via DHCP. • Preferred DNS Server – Enter the IPv4 address for the DNS domain primary server. • Alternate DNS Server 1 - 2 – Enter the IPv4 addresses for the DNS domain alternate server 1 and 2. IPv6: • Obtain IPv6 DNS Server Address Automatically – Allows you to enable or disable the automatic setting of the IPv6 DNS server. • Preferred DNS Server – Enter the IPv6 address for the DNS Domain primary server address. • Alternate DNS Server 1 - 2 – Enter the IPv6 addresses for the DNS Domain alternate server 1 and 2. • Dynamic DNS Registration (IPv4) – Specify whether to enable dynamic DNS server updates and/or to overwrite DNS settings upon updates. • Dynamic DNS Registration (IPv6) – Specify whether to enable dynamic DNS server updates and/or to overwrite DNS settings upon updates. • Generate Domain Search List Automatically – Select whether or not to automatically generate the domain search list. • Domain Name 1 - 3 – Enter the domain names for the domain name 1 to 3. • Connection Time-Out – Specify the maximum time period allowed for searching domains. • DNS Resolution via IPv6 First – Select whether or not to prioritize the resolution of the IPv6 DNS name over the IPv4 DNS name when [IP Mode] is set to [Dual Stack]. DHCP/DDNS: • Release Registration – Allows DHCP resources to be released when the machine is powering down. This is a display-only item and shows "Enabled". Zero-Configuration Networking: • Self Assigned Address (IPv4) – Allocates an IPv4 address without using a DHCP server. This check box is selected when [IP Address Resolution] is set to [Autonet]. This is a display-only item. • Self Assigned Address (IPv6) – Displays "Enabled". This is a display-only item.

Feature		**Setting items**
Connectivity	**Protocol (continued)**	**SNMP Configuration** Allows you to configure the following options when accessing the machine via SNMP. SNMP Properties: Enable SNMP v1/v2c Protocols – Allows you to enable or disable the SNMP v1/v2c protocols. Edit SNMP v1/v2c Properties – Displays the page which allows you to set the following SNMP v1/v2c properties. Community Names: • Community Name (Read Only) – Enter the community name used for display. • Community Name (Read/Write) – Enter the community name used for display and update. Default Trap Community Name: • TRAP Community Name – Enter the trap notification community name. System Administrator's Login ID: • System Administrator's Login ID – Enter the ID of the System Administrator. Enable SNMP v3 Protocol – Allows you to enable or disable the SNMP v3 protocol. Edit SNMP v3 Properties – Displays the page which allows you to set the following SNMP v3 properties. This button is active only when the Secure HTTP (SSL) feature is enabled. Administrator Account: • Account Enabled – Select to enable the System Administrator's account. • User Name – Displays the user name of the System Administrator. • Authentication Password (minimum 8 characters) – Enter the authentication password using 8 to 32 characters. • Confirm Authentication Password – Re-enter the authentication password for verification. • Privacy Password (minimum 8 characters) – Enter the privacy password using 8 to 32 characters. • Confirm Privacy Password – Re-enter the privacy password for verification. Print Drivers/Remote Clients Account: • Account Enabled – Select to enable the print drivers/remote clients account. This account allows client computers and drivers a limited access to the features on the machine. If the machine does not have SNMP v1/v2c enabled, and does not have this account enabled, SNMP clients will not be able to communicate with the machine. The default passwords should be used, unless the passwords have been changed on client computers. • Reset to default Password – Click this button to reset your password to the default.

Feature		Setting items
Connectivity	**Protocols (continued)**	**SNMP Configuration (continued)** Advanced – Displays a page that contains the [Add UDP IPv4], [Add UDP IPv6 Address], [Add IPX Address], and [Delete] buttons. • Add UDP IPv4 Address – This button displays the [SNMP Configuration - IPv4] page, which allows you to set the following settings. IP Trap Destination Address: - IP Address: Enter the IPv4 address of the SNMP agent that you are setting up to receive traps. - UDP Port Number: Enter the UDP port number of the SNMP agent. - SNMP Version: Select the SNMP version of the SNMP agent. Traps: - TRAP Community Name: Enter the trap community name of the SNMP agent. - Trap to be Received: Select the types of traps to receive from the SNMP agent. • Add UDP IPv6 Address – This button displays the [SNMP Configuration - IPv6] page, which allows you to set the following settings. IP Trap Destination Address: - IP Address: Enter the IPv6 address of the SNMP agent that you are setting up to receive traps. - UDP Port Number: Enter the UDP port number of the SNMP agent. - SNMP Version: Select the SNMP version of the SNMP agent. Traps: - TRAP Community Name: Enter the trap community name of the SNMP agent. - Trap to be Received: Select the types of traps to receive from the SNMP agent. • Add IPX Address – This button displays a page that allows you to set the following settings. IPX Trap Destination Address: - IPX External Network Number: Enter the IPX external network number of the SNMP agent that you are setting up to receive traps. - Physical MAC Address: Enter the physical MAC address of the SNMP agent. - IPX Socket Number: Enter the IPX socket number of the SNMP agent. - SNMP Version: Select the SNMP version of the SNMP agent. Traps: - TRAP Community Name: Enter the trap community name of the SNMP agent. - Trap to be Received: Select the types of traps to receive from the SNMP agent.

Feature		Setting items
Connectivity	**Protocols (continued)**	**SNMP Configuration (continued)** • Delete – Selecting a trap on the [SNMP Configuration > Advanced] page and clicking this button deletes the trap. You can select and delete multiple traps at once. **SSDP** Allows you to configure the SSDP protocol settings as follows: Protocol – Displays whether the protocol is enabled or disabled. Valid Advertising Period – Specify the time during which the advertising period remains valid. Maximum TTL – Specify the maximum TTL (time to live). **Microsoft Networking** Filing Destination: • Protocol – Displays whether the protocol is enabled or disabled. • Physical Connection – Displays "Ethernet". This is a display-only item. • Transport – Select a transport protocol from [TCP/IP], [NetBEUI], and [TCP/IP & NetBEUI]. • Maximum Connections – Enter the maximum number of simultaneous connections allowed. • Connection Timeout – "Displays "600 seconds". This is a display-only item. • Workgroup – Enter the name of the workgroup for the machine. • SMB Host Name – Enter the SMB host name with up to 15 characters. If a name of more than 16 characters is entered, the first 15 characters are registered as a name. • TBCP Filter – Select the check box to enable TBCP Filter when processing PostScript data. This is available only when the optional PostScript kit is installed. When the transmission data includes binary or EPS data, disable this feature. • Unicode Support – Specify whether or not to support Unicode support in the host name and workgroup name during SMB transmission. • Auto Master Mode – Allows you to enable or disable Auto Master Mode. • Password Encryption – Allows you to enable or disable password encryption during SMB transmission. WINS Server Server Information: • Protocol – Displays whether the protocol is enabled or disabled. • Obtain WINS Server Address Automatically – Select whether to obtain the WINS server address via DHCP. The check box can be selected only when a TCP/IP address is obtained via [DHCP] or [DHCP/Autonet].

Feature		Setting items
Connectivity	**Protocols (continued)**	**Microsoft Networking (continued)** • Primary Server IP Address & Port – Displays the primary server WINS IP address when [Obtain WINS Server Address Automatically] is disabled. Change the address as necessary. • Secondary Server IP Address & Port – Displays the secondary server WINS IP address when [Obtain WINS Server Address Automatically] is disabled. Change the address as necessary. **LPD** Allows you to configure the LPD protocol settings. Protocol – Displays whether the protocol is enabled or disabled. Physical Connection – Displays "Ethernet". Port Number – Enter the port number within the range of 1 to 65535. TBCP Filter – Select the check box to enable TBCP Filter when processing PostScript data. This is available only when the optional PostScript kit is installed. When the transmission data includes binary or EPS data, disable this feature. Connection Time-Out – Allows you to specify the connection time-out period when transmission fails. Maximum Number of Sessions – Enter the maximum number of sessions. **Port 9100** General: • Protocol – Displays whether the protocol is enabled or disabled. • Physical Connection – Displays "Ethernet". This is a display-only item. Port Information: • TCP Port Number – Enter the port number for Port 9100. • Bidirectional – Displays whether the bidirectional communication is enabled or disabled. • Maximum Connections per Port – Displays "8". This is a display-only item. • End of Job Timeout – Allows you to specify the connection time-out period when transmission fails. • PDL Switching – Displays whether the PDL Switching feature is enabled or disabled. This is a display-only item. • TBCP Filter – Select the check box to enable TBCP Filter when processing PostScript data. This is available only when the optional PostScript kit is installed. When the transmission data includes binary or EPS data, disable this feature.

Feature		**Setting items**
Connectivity	**Protocols (continued)**	**SMTP Server** Required Information: • SMTP Server IP Address / Host Name & Port – Enter the SMTP server address in the first text box. Up to 128 characters can be entered, including. (period) and - (hyphen). In the second text box, enter the SMTP port number. • WorkCentre E-mail Address – Enter the e-mail address of the machine. Optional Information: • Maximum Message Size (Message & Attachment) – Allows you to specify the maximum e-mail size. • Maximum Number of Pages per Split Send – Allows you to set the size in pages of an outgoing e-mail. • Login Credentials for the WorkCentre to access the SMTP Server to send automated emails – Specify the SMTP server authentication method. • Login Name – Specify the login name for SMTP authentication. • Password – Specify the password for SMTP authentication. • Retype Password – Re-enter the password for verification. **LDAP** Allows you to configure the LDAP protocol settings. LDAP Server • Server Information: - IP Address/Host Name & Port: In the first text box, enter the server name or IP address of the primary LDAP server in IPv4 or IPv6 format. In the second text box, enter the port number of the primary LDAP server. - Backup IP Address/Host Name & Port: In the first text box, enter the server name or IP address of the secondary LDAP server in IPv4 or IPv6 format. In the second text box, enter the port number of the secondary LDAP server. - LDAP Server: Select a directory application from [Microsoft Active Directory], [Novell NetWare], [IBM Lotus Domino 6], [Microsoft Exchange], and [Other Applications]. • Optional Information: - Search Directory Root: Enter a distinguished name that represents the search start point. Up to 255 characters can be used. - Login Name: Enter the login name of the LDAP server that requires authentication. Up to 128 characters can be used.

Feature		**Setting items**

Connectivity	**Protocols (continued)**	**LDAP (continued)**
		  - Password: Enter the password for the search login name using up to 32 characters. If the server does not require authentication, or a password is not required upon authentication, leave this text box blank.
		  - Retype Password: Re-enter the password for verification.
		  - Maximum Number of Search Results: Specify the maximum number of search result entries.
		  - Search Time-Out: Specify whether the server timeout limit will be used, or how many seconds the search should last.
		  - LDAP Referrals: Allows you to enable or disable LDAP referrals.
		  - LDAP Referral Hop Limit: Specify the referral hop limit from 1 to 5.
		• Search Name Order:
		  - Search Name Order: Specify the attribute for searching by name. [Search Entries by Name] will return matches for the first name and last name of the individual being searched. [Search Entries by Last Name] will return matches for the last name of the individual being searched. [Search Entries by First Name] will return matches for the first name of the individual being searched.
		LDAP User Mappings
		• Server Information:
		  - IP Address/Host Name & Port: Displays the primary LDAP server IP address and port number.
		  - LDAP Server: Displays the directory application to use. This is a display-only item.
		  - Backup IP Address/Host Name & Port: Displays the secondary LDAP server IP address and port number.
		  - Search Directory Root: Displays the distinguished name that represents the search start point.
		• Search:
		  - Properties: Displays "Imported Heading". This is a display-only item.
		  - Common Name: Specify the name attribute type.
		  - E-mail Address: Specify the e-mail address attribute type.
		  - Business Phone: Specify the business phone attribute type.
		  - Office: Specify the office attribute type.
		  - Business Address: Specify the business address attribute type.
		  - Home: Specify the home attribute type.
		LDAP Authentication
		• LDAP Authentication:
		  - Authentication Method: Specify the LDAP authentication method.

Feature		Setting items

Connectivity	**Protocols (continued)**	**LDAP (continued)**
		  - Attribute of Typed User Name: Specify the typed user name attribute.
		  - Attribute of Login User Name: Specify the login user name attribute.
		  - Use Added Text String: Specify whether to use additional user name characters.
		  - Text String Added to User Name: Enter the text string to be added to the user name.
		LDAP Group Access
		• System Administrator Authorization:
		  - System Administrator Access Group: Allows you to configure, test, and save the settings for the System Administrator Access Group. This group is used to control access to the [Tools] settings on the machine.
		• Account Administrator Authorization:
		  - Account Administrator Access Group: Allows you to configure, test, and save the settings for the Account Administrator Access Group. This group is used to control access to the [Accounting] settings on the machine.
		Custom Filters
		• E-mail Address Filter – Specify the text string to be used when searching e-mail addresses upon network authentication.
		POP3 Setup
		Allows you to configure the POP3 protocol settings.
		Server Information:
		• IP Address/Host Name & Port – In the first text box, enter the host name or IP address of the POP3 server in domain, IPv4, or IPv6 format using up to 128 characters. Enter the port number in the second text box.
		• POP Receive Password Encryption – Select to enable APOP authentication.
		• Login Name – Enter the POP user name.
		• Password – Enter the POP user password.
		• Retype Password – Re-type the password for verification.
		POP3 Settings:
		Polling Interval – Enter the interval to check the POP3 server between 1 and 120 minutes in 1 minute increments.
		HTTP
		Allows you to configure the following HTTP protocol settings.
		Connection – Displays whether the protocol is enabled or disabled.
		Physical Connection – Displays "Ethernet". This is a display-only item.

Feature		Setting items
Connectivity	**Protocols (continued)**	**HTTP (continued)** Keep Alive Timeout – Displays "60 seconds". This is a display-only item. Maximum Connections – Enter the maximum number of sessions between 1 and 15. Port Number – Enter the port to be used for HTTP communication. Secure HTTP (SSL) – Select whether or not to enable SSL/TLS communication. Secure HTTP Port Number – Enter the port number to be used for SSL/TLS communication. Connection Time-Out – Allows you to specify the connection time-out period when transmission fails. **Proxy Server** General: • Use Proxy Server – Specify whether to enable a proxy server. • Proxy Setup – Specify whether to use the same proxy for all protocols or to use a different proxy for each protocol. • Addresses to Bypass Proxy Server – Specify an addresses that bypass the proxy server. HTTP Server: • Server Name – Specify the HTTP server name. • Port Number – Specify the HTTP proxy server port number. • Authentication – Specify whether to enable HTTP proxy server authentication. • Login Name – Specify the HTTP proxy server login name. • Password – Specify the HTTP proxy server password. • Retype Password – Re-enter the password for verification. HTTPS Server: • Server Name – Specify the HTTPS proxy server name. • Port Number – Specify the HTTPS proxy server port number. • Authentication – Specify whether to enable HTTPS proxy server authentication. • Login Name – Specify the HTTPS proxy server login name. • Password – Specify the HTTPS proxy server password. • Retype Password – Re-enter the password for verification.

Feature		Setting items
Connectivity	**Protocols (continued)**	**IPP** Allows you to configure the following options when using IPP (Internet Printing Protocol). • Port Number: The default IPP port number 631 is displayed. • Add Port Number – Enter the port number. • TBCP Filter – Select the check box to enable TBCP Filter when processing PostScript data. This is only available when the optional PostScript kit is installed. When the transmission data includes binary data or EPS data, disable this feature. • Administrator Mode – Allows you to enable or disable the System Administration Mode. • DNS – Select whether to enable or disable DNS. • Connection Time-Out: Allows you to specify the connection time-out period when transmission fails. **UPnP Discovery** Allows you to specify the port number for UPnP. Port Number – Specify the UPnP port number. **WebDAV** Allows you to configure the following Web DAV protocol settings. Port Number – Specify the Web DAV port number. Connection Time-Out – Allows you to specify the connection time-out period when transmission fails. **Bonjour** Allows you to configure the following Bonjour protocol settings. Host Name – Specify the Bonjour host name. Printer Name – Specify the printer name. **WSD** Allows you to configure the following WSD protocol settings. General: • Port Number – Specify the WSD port number. • TBCP Filter – Select the check box to enable TBCP Filter when processing PostScript data. This is only available when the optional PostScript kit is installed. When the transmission data includes binary data or EPS data, disable this feature. • Data Receive Time-Out – Enter the time-out period for receiving data from WSD clients. • Notification Delivery Time-Out – Enter the time-out period for notification delivery to WSD clients. • Maximum TTL – Enter a value for the maximum TTL. • Maximum Number of Subscribers – Enter the maximum number of WSD clients.

Feature		Setting items

Services	**Printing**	**Print Mode**
		Allows you to specify the type of printer language to use when a print job is sent using USB, EtherTalk, SMB, NetWare, LPD, IPP, etc. Only the enabled protocols will be displayed.
		Auto – Allows you to set the machine so that it will automatically determine and use the most suitable language to print data received from the host device.
		PostScript – Sets PostScript as the printer language.
		PCL – Sets PCL as the printer language.
		TIFF/JPEG – Sets TIFF as the printer language.
		PJL – Allows you to enable or disable PJL (printer job language). PJL is a command independent of printer languages. You can specify the printer language to use for the next job regardless of the. printer language that is currently being used
		Language Emulations
		PostScript – Allows you to configure the following settings when PostScript is enabled.
		• Logical Printer Number – Enter the number of the logical printer to use.
		• Memory Settings – Select the logical printer to be used as the default when the machine is switched on.
		• Print Position of User Details – Select whether or not to print user information on outputs. When printing user information, select the print position.
		• Print User Details with Date – If printing user information, select whether to print the date with the user information.
		• Font Size of User Details – If printing user information, select the font size.
		• Edit – Displays a page which allows you to set the print parameters for the selected logical printer.
		  - Logical Printer Number: Displays the logical printer number specified in the [Language Emulations - PostScript] page.
		  - Paper Supply: Allows you to select the paper tray.
		  - Output Size: Allows you to select the paper size.
		  - Output Destination: Allows you to select the destination for your output.
		  - Print Quantity Setup: Allows you to select the print quantity setup that has priority over other settings.
		  - Quantity: Allows you to specify the print quantity.
		  - 2 Sided Printing: Allows you to select whether to print both sides of paper.

Feature		Setting items
Services	**Printing (continued)**	**Language Emulation (continued)** - Collated: Allows you to specify whether to collate the output. - Offset Stacking: Allows you to select the offset method. - Staple: Allows you to select the stapling method. - Image Enhancement: Allows you to specify whether to enable or disable image enhancement. - Resolution: Allows you to select output resolution. - Bypass Tray - Wait User: Allows you to specify whether to enable/disable this feature when Tray 5 (Bypass) is selected. - PostScript Paper Supply: Allows you to select how PostScript files created by UNIX applications are printed. PCL – Allows you to configure the settings when PCL is enabled. PCL: • Font Pitch – Allows you to specify the font pitch between 6.00 and 24.00 points in 0.01 point increments. • Font Size – Allows you to specify the font size between 4.00 and 50.00 points in 0.25 point increments. • Font Name – Allows you to select the required font from the list of fonts available. • Symbol Set – Allows you to select the desired symbol set from the list of symbol sets available. • Lines Per Page – Allows you to specify the page length (printing area) of one page. • Treat "LF" as "CR + LF" and "FF" as "CR + FF" – Allows you to enable or disable carriage return and line feed, and also carriage return and form feed, for the PCL mode. • Treat "CR" as "CR + LF" – Allows you to enable or disable carriage return and line feed for the PCL mode. • Paper Supply – Allows you to select the paper tray. • Output Size – Allows you to select the paper size. • Paper Size (Bypass) – Allows you to select the paper size for Tray 5 (Bypass). • Custom Paper Size: Width X – Allows you to specify a paper size width. • Custom Paper Size: Length Y – Allows you to specify a paper size length. • Output Destination – Allows you to select the destination for your output.

Feature		Setting items

Services	**Printing (continued)**	**Language Emulation (continued)**
		• Quantity – Allows you to specify the number of sets to print between 1 and 999.
		• 2 Sided Printing – Allows you to select whether to print both sides of paper.
		• Default Orientation – Allows you to specify the orientation of the original.
		• HexDump – Allows you to enable or disable hexadecimal memory dump for the PCL mode.
		• Image Enhancement – Allows you to enable or disable image enhancement.
		Macro/Font Management:
		• Macro Management – Allows you to configure or import a macro. To configure a macro, click the [Macro List] button and fill out the required items. To import a macro, click the [Import a Macro] button and specify the macro file to import.
		• Font Management – Allows you to configure or import a PDL font. To configure a font, click the [Font List] button and fill out the required items. To import a font, click the [Import a Font] button and specify the font file to import.
		• Paper Supply Command – Displays the numbers of the logical paper trays and physical paper trays specified via Paper (Media) Source Command.
		TIFF/JPEG – Allows you to configure the following settings when TIFF/JPEG is enabled.
		• Logical Printer Number – Enter the number of the logical printer to use.
		• Memory Settings – Select the logical printer to be used as the default when the machine is switched on.
		• Edit – Displays a page which allows you to set the print parameters for the selected logical printer.
		  - Logical Printer Number: Displays the logical printer number specified in the [Language Emulations - TIFF/JPEG] page.
		  - Document Size: Allows you to select image size or standard size.
		  - Paper Supply: Allows you to select the paper tray.
		  - Output Size: Allows you to select the paper size.
		  - Bypass Tray Feed Direction: Allows you to specify the paper feed direction when using the bypass tray.
		  - Output Destination: Allows you to select the destination for your output.
		  - Print Quantity Setup: Allows you to select the Print Quantity Setup that has priority over other settings.

Feature		Setting items
Services	**Printing (continued)**	**Language Emulation (continued)** - Quantity: Enter the number of sets to print when stored jobs is selected for Print Quantity Setup. - 2 Sided Printing: Allows you to select whether to print on both sides of paper. - Origin: Allows you to specify the origin of the coordinates. - Image Orientation: Allows you to select the orientation of the document. - Multiple-Up: Allows you to specify the settings for Multiple-Up. - Zoom: Allows you to specify the zoom ratio. - Independent Y%: Allows you to specify the Y% between 25 and 100%. - Independent X%: Allows you to specify the X% between 25 to 100%. - Up/Down Adjustment: Allows you to specify a value between -250 and 250 mm (-9.8–9.8 inches) to adjust the vertical position. - Left/Right Adjustment: Allows you to specify a value between -250 and 250 mm (-9.8–9.8 inches) to adjust the horizontal position. - Paper Margin: Allows you to specify a value between 0 and 99 mm for the paper margin. - Collated: Allows you to specify whether to collate the output. - Staple: Allows you to select the stapling method. - Image Enhancement: Allows you to enable or disable image enhancement. - Bypass Tray - Wait User: Allows you to specify whether to enable or disable this feature when Tray 5 (Bypass) is selected.

Feature		Setting items
Services	**E-mail**	Allows you to configure e-mail settings. **Defaults** From Address – Displays the sender's address. Message – Displays the default e-mail message. Signature – Displays the default e-mail signature. Confirmation Sheet – Displays whether to have a confirmation sheet printed after every e-mail transmission or only upon an error. Add Me to "To:" Field – Displays whether to automatically add the sender's address in the "To:" field. Edit – Click this button to edit the above information and other e-mail settings as follows. • Receiving Protocol – Select the receiving protocol from [SMTP] and [POP3]. • From Address – Enter the address to be displayed in the "From:" field. • From Name (Optional) – Enter the name to be displayed in the "From:" field. This setting is optional. • Incoming E-mail Print Options – Allows you to select the printing options for the header and contents of incoming e-mail. • Output Destination for Incoming E-mail – Select an output tray to use to print incoming e-mail. • Print Delivery Confirmation E-mail – Select whether and when to automatically print a delivery confirmation e-mail. • Print Error Notification E-mail – Select whether to automatically print error notices sent from the e-mail server. • Response to Read Receipts – Select whether to automatically send a confirmation e-mail when an e-mail that requests a delivery confirmation is received. • Domain Filtering – Specify whether to filter incoming e-mail. • Allow Authenticated Users to Edit "From:" Field when – Select from [Address Book (LDAP) Search Successful] and [Address Book (LDAP) Search Failure]. • Allows Guest Users to Edit "From:" Field – Select whether to allow guest users to edit the "From:" field. • Edit "From:" Field when Authorization is not Required – Select whether to allow users to edit the "From:" field when user authentication is not performed. • Allow Authenticated Users to send E-mail despite LDAP Search Failure – Select whether authenticated users have permission to send e-mail after a search failure on a remote directory service. • Subject – Specify the default e-mail subject.

Feature		Setting items
Services	**E-mail (continued)**	**Default (continued)** • Message – Specify the default e-mail message. • User – Select whether to include the sender's user name and e-mail address in the e-mail message. • Attachment – Select whether to include information about attachments, such as the number of pages and file format, in the e-mail message. • Device Information – Select whether to include machine information, such as the name, location, serial number, IP address, and Mac address, in the e-mail message. • Signature – Enter the default signature using up to 128 characters. • Confirmation Sheet – Specify whether to have a confirmation sheet printed after each e-mail transmission. Confirmation sheets can be always printed, not printed, or printed only upon an error. • Add Me to "To:" Field – Select whether to automatically add the sender's address to the "To:" field. • Add Me to "CC" Field – Select whether to automatically add the sender's address to the "CC:" field. • Edit E-mail Recipients – Specify whether to allow edit of the "To:", "CC:", and "From:" fields. **Public Address Book** Allows you to import or retrieve address information in CSV format. When a new Address Book in CSV format is imported, all previous addresses are replaced with the new data. Address Book File (*.CSV) – Allows you to import address information into the machine. Specify the file name or click [Browse] to locate the CSV file, and click [Import Now]. **NOTE:** Do not open the CSV file using software such as Microsoft Excel. Once opened in the software, it is automatically edited, and the edited file cannot be used in the machine Map Existing Address Book – Allows you to download the address information in a CSV file. Click this button to download the CSV file.
	Internet Fax	Allows you to configure Internet fax settings. **Defaults** Message – Displays the default Internet fax message. Signature – Displays the default Internet fax signature. Confirmation Sheet – Displays whether to have a confirmation sheet printed with every Internet fax transmission or only upon an error. Edit – Click this button to edit the above information and other Internet fax settings as follows.

Feature		Setting items
Services	**Internet Fax (continued)**	**Default (continued)** • Incoming Internet Fax Print Options – Allows you to select the printing options for the headers and contents of incoming Internet faxes. • Subject – Specify the default Internet fax subject. • Message – Specify the default Internet fax message. • User – Select whether to include the sender's user name and e-mail address in the Internet fax message. • Attachment – Select whether to include information about attachments, such as the number of pages and file format, in the Internet fax message. • Device Information – Select whether to include machine information, such as the name, location, serial number, IP address, and Mac address, in the Internet fax message. • Signature – Enter the default signature using up to 128 characters. • Confirmation Sheet – Select whether to have a confirmation sheet printed with each Internet fax transmission. Confirmation sheets can be always printed, not printed, or printed only upon an error. **Public Address Book** Allows you to import or retrieve address information in CSV format. When a new Address Book in CSV format is imported, all previous addresses are replaced with the new data. Address Book File (*.CSV) – Allows you to import address information into the machine. Specify the file name or click [Browse] to locate the CSV file, and click [Import Now]. **NOTE:** Do not open the CSV file using software such as Microsoft Excel. Once opened in the software, it is automatically edited, and the edited file cannot be used in the machine. Map Existing Address Book – Allows you to download the address information in a CSV file. Click this button to download the CSV file.
	Fax	Allows you to configure fax settings. **Fax Settings** Fax Service – Select whether to use the [Scan to Fax] or [Scan to Fax Server] feature. **Defaults** General: • Job Log – Displays the [Job Log] setting configured on the [General] page. • Confirmation Sheet – Displays whether to have a confirmation sheet printed with each fax transmission. Confirmation sheets can be always printed, not printed, or printed only upon an error.

Feature		Setting items

Services	**Fax (continued)**	• Edit – Displays the [General] page, which allows you to configure the following settings:
		  - Job Log: Specify whether to include user names and/or the domain names on job logs.
		  - Confirmation Sheet: Specify whether to have a confirmation sheet printed with each fax transmission. Confirmation sheets can be always printed, not printed, or printed only upon an error.
		Fax Repository Setup
		This is displayed when [Fax Service] under [Fax Settings] is set to [Scan to Fax Server].
		Fax Destination:
		• Protocol - Select a transfer protocol from [FTP], [SMB], and [SMTP].
		• Host Name/IP Address & Port – Enter the host name/IP address and post number of the transfer protocol.
		• Share – Enter the shared name. This appears only when [SMB] is selected in [Protocol].
		• Document Path – Specify the path to the file repository using up to 128 characters.
		• Login Name – Specify the login name to use.
		• Password – Specify the password for the login name.
		• Retype Password – Re-enter the password for verification.
		Fax Received Options
		Mailbox Selector:
		• Mailbox Selector Setup – Select whether or not to sort received documents into the mailboxes by the incoming line.
		Mailbox Selector Setup:
		• Change Settings – Selecting the check box of the incoming line to be edited and clicking this button displays a page which allows you to edit the following information for the selected line.
		  - Save Incoming Fax in Designated Mailbox: Specify whether to save incoming faxes in the specified mailbox.
		  - Mailbox Number: Enter the number of the mailbox in which to save incoming faxes.

Feature		Setting items
Services	**Network Scanning**	**General** Allows you to set up general information for the Network Scanning service. Network Scanning: • Confirmation Sheet – Allows you to select whether or not to print a confirmation sheet. When enabled, a sheet showing the success or failure of a job will be printed. • Localization – Displays the type of measurement: inches or millimeters. Distribution Templates: • Maximum Number of Job Templates – Displays the maximum number of job templates. • Refresh Start Time – Allows you to set the time the machine will retrieve templates from a server and store a copy on the machine for viewing from the control panel. Template Distribution Repositories: • Login Source – Select whether to prompt user login on the machine's control panel. Job Log: • Optional Information – Specify whether user names and/or domains are to be included with job logs. **File Repository Setup** Allows you to view and modify the file repository on the remote pool server. Default File Destination – Allows you to specify the default file destination for scanning. Click the [Edit] button to edit the following settings for the default file destination. • Friendly Name – Give a name to the file repository using up to 64 characters. • Protocol – Select a transfer protocol from [FTP], [Netware], [SMB], [HTTP], and [HTTPS]. • Host Name/IP Address & Port – Enter the host name/IP address and post number of the transfer protocol. This appears only when [FTP], [SMB], [HTTP], or [HTTPS] is selected in [Protocol]. • Validate Repository SSL Certificate - Place a check mark into this check box to validate the repository SSL certificate. This appears only when [HTTPS] is selected in [Protocol].

Feature		Setting items
Services	**Network Scanning (continued)**	**File Repository Setup (Continued)** • Share – Enter the shared name. This appears only when [SMB] is selected in [Protocol]. • Scriptpath and filename (from HTTP root) - Specify the script path and file name. This appears only when [HTTP] or [HTTPS] is selected in [Protocol]. • Document Path – Specify the path to the file repository using up to 128 characters. • Server Name - Specify the server name. This appears only when [Netware] is selected. • Server Volume - Specify the server volume. This appears only when [Netware] is selected. • NDS Context - Specify the NDS context. This appears only when [Netware] is selected. • NDS Tree - Specify the NDS tree. This appears only when [Netware] is selected. • Login Credentials to Access the Destination – Select [System] to specify the login name and password on this page. Select [Prompt at User Interface] to specify the user ID and password on the machine's control panel when requesting a job. Select [None] to disable authentication. [None] appears only when [HTTP] or [HTTPS] is selected. • Login Name – Specify the login name to use. • Password – Specify the password for the login name. • Retype Password – Re-enter the password for verification. Alternate File Destinations – Allows you to manage alternate file destinations for scanning. Select [Add], [Edit], or [Delete] to manage the destination list. **Validation Servers** Allows you to add, edit, or delete meta data validation servers. Add – Displays the [Add Validation Server] page, which allows you to configure the following settings. Server Information: • Protocol – Select the protocol of the server to be added. • Host Name/IP Address & Port – Enter the host name/IP address and port number of the server. • Path – Specify the path of the server. • Response Timeout – Specify the time in seconds after which the server will time out. Edit – Displays a page which allows you to edit the above settings for the selected server. Delete – Deletes the selected server. **Scan Template Management** Setup – Displays the steps required to set up a job template and status of each step (whether required or not). Template Management Service – Select whether or not to enable the template management service. **Default Template** Allows you to define the default job template. For more information on the options available, refer to the *Job Templates on page 160*.

Feature		Setting items
Services	**Network Scanning (continued)**	**Advanced** Template Pool Setup Allows you to view and modify the remote pool setups. Remote Template Repository: • Protocol – Select a transfer protocol from [FTP], [Netware], [SMB], [HTTP], and [HTTPS]. • Host Name/IP Address & Port – Enter the host name/IP address and post number of the transfer protocol. This appears only when [FTP], [SMB], [HTTP], or [HTTPS] is selected in [Protocol]. • Validate Repository SSL Certificate - Place a check mark into this check box to validate the repository SSL certificate. This appears only when [HTTPS] is selected in [Protocol]. • Share – Enter the shared name. This appears only when [SMB] is selected in [Protocol]. • Scriptpath and filename (from HTTP root) - Specify the script path and file name. This appears only when [HTTP] or [HTTPS] is selected in [Protocol]. • Document Path – Specify the path to the file repository using up to 128 characters. • Server Name - Specify the server name. This appears only when [Netware] is selected. • Server Volume - Specify the server volume. This appears only when [Netware] is selected. • NDS Context - Specify the NDS context. This appears only when [Netware] is selected. • NDS Tree - Specify the NDS tree. This appears only when [Netware] is selected. • Login Credentials to Access the Destination – Select [System] to specify the login name and password on this page. Select [Prompt at User Interface] to specify the user ID and password on the machine's control panel when requesting a job. Select [None] to disable authentication. [None] appears only when [HTTP] or [HTTPS] is selected. • Login Name – Specify the login name to use. • Password – Specify the password for the login name. • Retype Password – Re-enter the password for verification.
	Scan to Home	Allows you to configure the Scan to Home feature. This feature is available only when remote authentication is enabled. **General** Status – Select whether to enable or disable the Scan to Home feature. Friendly Name – Give a name to the home directory where Scan to Home jobs will be sent. The name can be up to 127 characters long. Determine Home Directory – Specify the method of determining the home directory. [LDAP Query] searches the home directory via LDAP. [No LDAP Query] determines the home directory using the machine's resource settings. Network Home Path – Set the home directory in UNC format with up to 128 characters. This item is displayed when [Determine Home Directory] is set to [No LDAP Query].

Feature		Setting items
Services	**Scan to Home (continued)**	LDAP Mapping for Home Directory – Displays the LDAP attribute for the home directory. To change this, click this link and enter it on the displayed [LDAP User Mappings] page. The attribute can be up to 64 characters long. Automatically Create Subdirectory – Specify whether or not to automatically create a sub-directory. Subdirectory – Enter the name of the sub-directory using up to 64 characters. Append "User Name" to Path – Specify whether to add the user name to the path of the home directory. Automatically Create "User Name" directory if one does not exist – Specify whether to create a directory of the user name. Directory Structure – Select the format of the directory path.
	Machine Software	Allows you to upgrade the machine's software. **Upgrades** Upgrades – Select whether to upgrade the machine software. **Manual Upgrade** Allows you to manually upgrade the machine software. Last Successful Upgrade – Displays the current software version of the machine's controller. Manual Upgrade – Specify the latest software file.
	Xerox Services	**Xerox Communication Server** This page enables machine communication with the Xerox Communication Server. The server is required for the Meter Assistant and Supplies Assistant features. General: • Machine Serial Number – Displays the machine's serial number. • Xerox Communication Server URL – Displays the address of the Xerox Communication Server. • Communication Server Registration Status – Displays whether the machine is registered with the Xerox Communication Server. To request registration, select the [Request Registration] check box. Communication Setup: • Server Communication – Allows you to specify whether to communicate with the Xerox Communication Server when [Communication Server Registration Status] is [Registered]. The check box cannot be selected when the status is [Not Registered] or [Pending].

Feature		Setting items
Services	**Xerox Services (continued)**	• Transmission Time – If the Xerox Communication Server support is enabled, specify the time at which Meter Assistant readings and supplies data are uploaded. • Transmission Interval (Supplies Assistant) –Displays the interval at which the supplies data is transmitted. • Date of Last Transmission – Displays the last Meter Assistant or Supplies Assistant transmission. Communication Log: Displays the transmission logs of the Xerox Communication Server. • Transmitted Data – Displays the transmitted data. • Date & Time – Displays the time and date the data was transmitted.
	Custom Services	**Validation Options** • Export User Name – Select the check box to have a user name sent with a validation request if the user is authenticated via the remote authentication server. **Custom Services** Allows you to enable or disable the Custom Services service by selecting or deselecting the check box.
Accounting	**Xerox Standard Accounting**	**Manage Accounting** This page displays a list of registered users. If registered users are listed over two or more pages, use the [Previous] or [Next] button to move between pages. The list can be sorted by clicking [ID] or [Name]. Add New User – Click this button to register new user information. User: • User ID – Enter up to 32 characters for a user ID. • User Name – Enter up to 32 characters for a user name. • Passcode – Enter 4 to 12 alphanumeric characters for a passcode. Usage Limits: Set the maximum number of impressions per page, within the range of 0 to 9999999. • Black Printed Impressions – Set the maximum number of impressions allowed for B/W printing. • Black Copied Impressions – Set the maximum number of impressions allowed for B/W copying. • Black Scanned Images – Set the maximum number of impressions allowed for B/W scanning. • Fax Images Sent – Set the maximum number of impressions allowed for fax transmission. • Internet Fax Images Sent – Set the maximum number of impressions allowed for Internet Fax transmission.

Feature		Setting items
Accounting	**Xerox Standard Accounting (continued)**	User Role: • User Role – Select a user role for the user. • Add This User to Authorization Group – Select an authorization group for the user. By default, users belong to Authorization Group 00 (Default Group). The groups in the list are defined under [Create Authorization Groups] in the [Security] folder. Select All – Click this button to select all the users listed. Limits & Access – To change user information, select the check box for the user, and then click the [Limits & Access] button. User: • User ID – Displays the user ID. • User Name – Enter up to 32 characters for a new user name. • Passcode – Enter 4 to 12 alphanumeric characters for a new passcode. Usage Limits - Allows you to change how many impressions the user is allowed to use for each item. To reset a User Limits value, select the [Reset] check box for the item. To reset all the Usage Limits values, click [Reset All]. User Role: • User Role – Select a user role for the user. • Add This User to Authorization Group – Select an authorization group for the user. By default, users belong to Authorization Group 00 (Default Group). The groups in the list are defined under [Create Authorization Groups] in the [Security] folder. Access Rights – Displays the group accounts linked to the user. To change group account information, click [Edit] to display the [Group Account Access] page. • Group Account Access – Displays the list of the group account information linked to the selected user. If information is listed over two to more pages, use the [Previous] or [Next] button to move between pages. The list can be sorted by clicking [Access], [ID], or [Name]. You can change information for the group accounts that are linked to the user. - Access: Select the check box for the group account to be linked to the user. To link all the group accounts to the user, click [Select All]. - ID: Displays the group account ID. - Name: Displays the group account name. - Default: Select a default group account for this user. Delete User – To delete a user, select the check box for the user, and then click the [Delete User] button. To delete all the users listed, click the [Select All] button and then the [Delete User] button. **Group Accounts** This page displays a list of registered group accounts. If group accounts are listed over two to more pages, use the [Previous] or [Next] button to move between pages. The list can be sorted by clicking [ID] or [Name].

Feature		Setting items
Accounting	**Xerox Standard Accounting (continued)**	Add Account – Click this button to register new group account information. • Account ID – Enter up to 32 characters for an account ID. • Account Name – Enter up to 32 characters for an account name View Usage – To see how many impressions have been used, select the check box for a group account, and click the [View Usage] button. Manage – To change group account information, select the check box for the group account, and click the [Manage] button. Account ID: • Account ID – Displays the Account ID. • Account Name – Enter up to 32 characters for a new account name. • Default for new users – To set this group account as default for new users, select the [Enable] check box. User Access: Select users to link to the group account. To link all the users, click [Select All]. Delete Account – To delete a group account, select the check box for the group account, and click the [Delete Account] button. **Report and Reset** Generate Report – Click this button to generate a report of registered group accounts/users in CSV format. To download the generated report, click [Download report by CSV format]. Reset Usage Data – Click this button to reset the usage data for all the registered group accounts/users. Auto Reset – Click this button to set the automatic reset of the usage data. The usage data can be reset every month, every quarter, or every year. You can also set the start date and time of the automatic reset. Reset to Default – Click this button to return all the registered group account/user settings to their defaults.

Feature		Setting items
Accounting	**Accounting Configuration**	Allows you to manage the Accounting feature. **Accounting Type** Select the type of account management to perform. **Verify User Details** Specify whether to check user details upon user authentication. This item becomes active only when [Accounting Type] is set to [Network Accounting]. **Verify User Details for Printer/Direct Fax Jobs** Specify whether to check user details upon user authentication for print and fax jobs. This item becomes active only when [Accounting Type] is set to [Network Accounting]. **Customize User Prompts** Specify whether to prompt entry of both a user ID and account ID or only a user ID or account ID upon authentication. This item becomes active only when [Accounting Type] is set to [Network Accounting]. **Authentication - (Required)** This item may not appear depending on your authentication and accounting settings. Authentication System – Displays the [Authentication System] page. For details on the page, refer to *Authentication System on page 217*. Kerberos Server – Displays the [Kerberos Server Settings] page. For details on the page, refer to *Kerberos Server on page 217*. SMB Server – Displays the [SMB Server Settings] page. For details on the page, refer to *SMB Server on page 218*. LDAP Server – Displays the [LDAP Server] page. For details on the page, refer to *LDAP Server on page 191*. LDAP User Mappings – Displays the [LDAP User Mappings] page. For details on the page, refer to *LDAP User Mappings on page 192*. LDAP Authentication – Displays the [LDAP Authentication] page. For details on the page, refer to *LDAP Authentication on page 192*. LDAP Group Access – Displays the [LDAP Group Access] page, refer to *LDAP Group Access on page 193*.

Feature		Setting items
Accounting	**Accounting Configuration (continued)**	Custom Filters – Displays the [Custom Filters] page. For details on the page, refer to *Custom Filters on page 193*.

Authentication Configuration

This item may not appear depending on your authentication and accounting settings.

Account Number – Enter the account number of the authentication configuration you want to edit.

Edit – Displays the [User Account Settings] page, which allows you to edit the authentication configurations for the specified account number.

User Identification:

• Account Number – Displays the specified account number.

• User Name – Enter the user name.

• User ID – Enter the user ID.

• Passcode – Enter the passcode for the user ID

• Retype Passcode – Re-enter the passcode for verification.

• Card ID – Enter the card ID for the user.

Feature Access:

• Copy Service - Feature Access – Specify the type of access control for copy jobs.

• Fax Service - Feature Access – Specify the type of access control for sending faxes.

• Scan Service - Feature Access – Specify the type of access control for scan jobs.

• Print Service - Feature Access – Specify the type of access control for print jobs.

Impressions / Limits:

• Black & White Copy Limit – Specify the limits for black and white copies.

• Black & White Scan Limit – Specify the limits for black and white scans.

• Black & White Print Limit – Specify the limits for black and white prints.

User Role:

• User Role – Select a user role for the user.

• Add This User to Authorization Group – Select an authorization group for the user. By default, users belong to Authorization Group 00 (Default Group). The groups in the list are defined under [Create Authorization Groups] in the [Security] folder.

Device Default State Configuration

This item may not appear depending on your authentication and accounting settings.

Device Access – Displays the [Authentication Configuration > Device Access] page. This page allows you to control access to the machine features. The following settings are invalid when [Login Type] is set to [No Login Required].

Authentication required for:

• All Services Pathway – To require user authentication to access the pathway to all services, select [Locked]. To not require user authentication, select [Unlocked].

Feature		Setting items

Accounting	**Accounting Configuration (continued)**	• Job Status Pathway – To require user authentication to access the pathway to job status information, select [Locked]. To not require user authentication, select [Unlocked].
		• Machine Status Pathway – To require user authentication to access the pathway to machine status information, select [Locked]. To not require user authentication, select [Unlocked].
		Service Access – Displays the [Authentication Configuration > Service Access] page, which allows you to set access control to certain services on the machine. The following settings are invalid when [Login Type] is set to [No Login Required].
		Authentication required for:
		• Installed Services – To require user authentication to access all services listed on this page, select [Lock All]. To not require user authentication, select [Unlock All].
		Set access controls for the following services by selecting one of the following options:
		  - [Unlocked]: Does not require user authentication upon accessing a service.
		  - [Locked (Hide Icon)]: Requires user authentication, and does not show the service menus to unauthenticated users.
		  - [Locked (Show Icon)]: Requires user authentication, but shows the service menus to unauthenticated users.
		• Copy – Select an access control option for the copy service.
		• Fax – Select an access control option for the fax service.
		• Internet Fax – Select an access control option for the Internet Fax service.
		• Scan to Mailbox – Select an access control option for the Scan to Mailbox service.
		• E-mail – Select an access control option for the E-mail service.
		• Network Scanning – Select an access control option for the Network Scanning service.
		• Scan to PC – Select an access control option for the Scan to PC service.
		• Print – Select an access control option for the Print service.
		• Send from Mailbox – Select an access control option for Send from Mailbox service.
		• Stored Programming – Select an access control option for the Stored Programming service.
		• Job Flow Sheets – Select an access control option for the Job Flow Sheets service.
		• Custom Services – Select an access control option for the Custom Services service.

Feature		Setting items
Accounting	**Accounting Login Screen Settings**	**Accounting Login Screen Settings** • Alternative Name for User ID – Enter an alternative name for "User ID", which is to be displayed in a login screen on the touch screen and in CentreWare Internet Services, and is to be printed on reports. The name can be up to 15 characters long. • Mask User ID (***) – Specifies whether to display a user ID, or hide it with asterisks on the login screen.

Feature		Setting items
Security	**Authentication Configuration**	Allows you to set up the Authentication feature. **Authentication Configuration** Login Type – Select the user login method. - No Login Required: Does not perform authentication. - Login to Local Accounts: Performs authentication using user information pre-registered on the machine. - Login to Remote Accounts: Performs authentication using user information pre-registered on a remote server. - Xerox Secure Access: Performs authentication using Xerox Secure Access. Mailbox Print– Select whether to require user authentication when printing documents stored in mailboxes. Mailbox to PC/Server – Select whether to require user authentication when retrieving documents from mailboxes. Non-account Print – Select whether to allow processing of print jobs without user name or password entry. Verify User Details for Printer/Direct Fax Jobs – Select whether to verify user details before processing print and direct fax jobs. Guest User – Select whether to allow non-registered users to use the machine as guest users. Guest Passcode – Enter a guest passcode. The password can be 4 to 12 digits. Retype Guest Passcode – Re-enter the passcode for verification. Save remote accounts in this machine – Select whether or not to save remote accounts on this machine. Delete Remote Accounts – This setting is active when [Save remote accounts in this machine] is set to [Enabled]. Select whether or not to automatically delete remote accounts saved on the machine, and how often to delete them. Week – This setting is active when [Delete Remote Accounts] is set to [Weekly]. Select a day of the week to delete remote accounts saved in the machine. Day – This setting is active when [Delete Remote Accounts] is set to [Monthly]. Select a date of the month to delete remote accounts saved on the machine. Time – This setting is active when [Delete Remote Accounts] is set to [Weekly] or [Monthly]. Select a time to delete accounts saved on the machine. **Authentication - Required** For details on each item, refer to *Authentication - (Required) on page 211*.

Feature		Setting items
Security	**Authentication Configuration**	**Authentication Configuration** For details on each item, refer to *Authentication Configuration on page 212*. **Device Default State Configuration** For details on each item, refer to *Device Default State Configuration on page 212*.
	User Details Setup	Allows you to configure the settings for user ID authentication. The items displayed on this page vary depending on the authentication method being selected. **Alternative Name for User ID** Enter a name you want to display on the machine's touch screen and CentreWare Internet Services, or to print on reports, instead of the user name. This name can be up to 15 characters long. **Mask User ID (***)** Specify whether or not to hide user IDs behind asterisks when entered. **Alternative Name for Account ID** Enter a name you want to display on the machine's touch screen and CentreWare Internet Services, or to print on reports, instead of the account ID. This name can be up to 15 characters long. **Mask Account ID (***)** Specify whether or not to hide account IDs behind asterisks when entered. **Failed Access Log** Allows you to specify the number of authentication failures within a certain period before the attempt is logged as an error. **Store User Details** Specify whether to store user details in the machine's hard disk or nonvolatile memory. **Remote Login User ID** Specify whether to distinguish lower case and upper case letters in user IDs for remote authentication. **User ID for Login** Specify whether or not to make the User ID text box case-sensitive when a user ID is authenticated by the remote server. **Minimum Passcode Length** Specify the minimum number of digits allowed for a passcode.

Feature		Setting items
Security	**Create Authorization Groups**	**Create Authorization Groups** Allows you to create authorization groups to assign to users. Up to 20 groups can be created including the Default Group. Edit – Displays the [Authorization Setup] page for a group number. **Authorization Setup** Allows you to configure settings for a group. • Group Name – Enter a group name of up to 32 characters. • Restrict Recipient Selection Method – Specifies whether or not to permit group members to specify recipients using the keyboard screen and buttons on the control panel, when the [Recipient Selection Method] setting is set to [Only From Address Book]. • Restrict User to Edit Address Book – Specifies whether or not to permit group members to edit Address Book, when the [Restrict User to Edit Address Book] setting is set to [Yes]. • Allow User to Disable Active Settings – Specifies whether or not to permit group members to disable the Watermark feature during a user session, when [Allow User to Disable Active Settings] is set to [Enable Active Settings]. • When Protection Code Is Detected – Specifies what to do if a protection code is detected in a job from a user in this group.
	Remote Authentication Servers	**Authentication System** • Authentication System Settings – Allows you to select the remote authentication method to use. • Server Response Time-Out – Specifies the time-out value for connection to the server. • Search Time-Out – Specifies the time-out value for search on the server. **Kerberos Server** Allows you to configure Kerberos servers 1 to 5. Primary Server Name/IP Address – Enter the server name or IP address of the primary server. Primary Server Port Number – Enter the port number of the primary server. Secondary Server Name/IP Address – Enter the server name or IP address of the secondary server. Secondary Server Port Number – Enter the port number of the secondary server. Realm Name – Specify a realm name.

Feature		Setting items
Security	**Remote Authentication Servers (continued)**	**SMB Server** SMB Server Setup – Specify the setup method for an SMB server. The options available for SMB servers 1 to 5 are: Domain Name – Specify a domain name. Server Name/IP Address – Specify a server name/IP address. **Xerox Secure Access Settings** Default Prompt – Displays the default prompt message to be displayed on the Xerox Secure Access login screen. To change the message, enter it using up to 255 characters. Default Title – Displays the default title for the Xerox Secure Access login screen. Local Login – Specify whether to allow login from the machine. Get Accounting Code – Specify whether to perform account management using account information received form the Xerox Secure Access server. Connection Time-Out – Allows you to specify the connection time-out period with the Xerox Secure Access server.

	IP Filtering	The IP Filtering feature provides security to the machine, by allowing you to register the IP addresses permitted to communicate with the machine.
		IPv4 Filtering
		IP Filtering:
		• IP Filtering – Select whether to enable the IP Filtering feature using IPv4 addresses.
		IP Filter Rule List:
		• Rule Number – Displays entry numbers 1 - 10 for IP addresses to be filtered.
		• Source IP/Mask – Displays the range of the IP addresses in "IPv4 address/prefix length" format.
		• Add – Displays the [Add IP Filter Rule - IPv4] page, which allows you configure the following settings:
		  - Source IP Address: Enter an IP address from which to permit communication with the machine.
		  - Source IP Mask: Enter the mask address of the IP address in prefix length format.
		• Edit – Displays the [Edit IP Filter Rule - IPv4] page, which allows you to edit the IP address selected in [IP Filter Rule List].
		• Delete – Displays the [Delete IP Filter Rule - IPv4], which allows you to delete the address selected in [IP Filter Rule List].
		IPv6 Filtering
		IP Filtering:
		• IP Filtering – Select whether or not to enable the IP Filtering feature using IPv6 addresses.

Feature		Setting items

Security	**IP Filtering (continued)**	IP Filter Rule List:
		• Rule Number – Displays entry numbers 1 - 10 IP addresses to be filtered.
		• Source IP/Mask – Displays the ranges of the IP addresses in "IPv6 address/prefix length" format.
		• Add – Displays the [Add IP Filter Rule - IPv6] page, which allows you configure the following settings:
		  - Source IP Address: Enter an IP address from which to control access to the machine.
		  - Source IP Mask: Enter the mask address of the IP address in prefix length format.
		• Edit – Displays the [Edit IP Filter Rule - IPv6] page, which allows you to edit the IP address selected in [IP Filter Rule List].
		• Delete – Displays the [Delete IP Filter Rule - IPv6], which allows you to delete the address selected in [IP Filter Rule List].

	Audit Log	Audit logs record who used what services on the machine and when. The Audit Log feature can monitor unauthorized use, or attempts at unauthorized use, of the machine. HTTPS must be configured before enabling this feature. **Audit Log** Select whether or not to enable the Audit Log feature.
	Machine Digital Certificate Management	Allows you to create and upload certificates for SSL communication. **Create New Self Signed Certificate** Allows you to create a self-signed certificate for SSL communication. Clicking this button displays a page which allows you to enter the following items. Self Signed Certificate: • Public Key Size – Select the size of the public key to be assigned to the certificate. • Issuer – Enter the issuer of the certificate using up to 64 characters. • Apply – Click this button to generate the certificate. **Upload Signed Certificate** Allows you to upload a certificate to the machine. You can upload PKCS#7 and PKCS#12 format certificates. This button becomes active when SSL communication is enabled. Click this button to display a page which allows you to enter the following items. • Password – Enter the password to the certificate using up to 36 characters. • Retype Password – Re-enter the password for verification. • File Name – Click the [Browse] button to specify the file to import. • Import – Imports the certificate to the machine.

Feature		Setting items
Security	**IP Sec**	Allows you to set up the IP Sec (Security Architecture for Internet Protocol) feature. **Protocol** Select whether or not to enable the IPSec feature. **IKE Authentication Method** Select the IKE authentication method from [Pre-Shared Key] and [Digital Signature]. **Shared Key** Specify the shared secret to be used when [IKE Authentication] is set to [Pre-Shared Key]. **Verify Shared Key** Re-enter the shared secret for verification. This is displayed only when [IKE Authentication] is set to [Pre-Shared Key]. **Device Certificate** Displays the following message: "Device Certificate becomes effective when Digital Signature is selected as IKE Authentication Method. This certificate is set up on the Certificate Management page." **IKE SA Life Time** Specify the IKE SA lifetime. **IPSec SA Life Time** Specify the IPSec lifetime. **DH Group** Select a DH Group. [G2] ensures higher security than [G1]. **PFS** Select whether or not to enable the PFS (Perfect Forward Security) feature. **Specify Destination IPv4 Address** Specify the destination address in IPv4 format. **Specify Destination IPv6 Address** Specify the destination address in IPv6 format. **Communicate with Non-IPSec Device** Select whether or not to allow communication with non-IP Sec devices.
	Certificate Management	**Category** Select the category of certificates to be displayed in the Certificate List. The following options are available. Local Device – Displays all certificates. Trusted Certificate Authorities – Displays SSL server certificates. Intermediate Certificate Authorities – Displays SSL server certificates. Others – Displays S/MIME certificates and scan file certificates. **Certificate Purpose** Select the type of certificates to display in the Certificate List.

Feature		Setting items

Security	**Certificate Management (continued)**	**Certificate Order**
		Select the display order of certificates.
		Display the list
		Displays the [Certificate List] page, which lists the certificates in the selected category and purpose. The items displayed in the list are as follows:
		• Previous – Displays the previous page when the Certificate List is in multiple pages.
		• Next – Displays the next page when the Certificate List is in multiple pages.
		• Category – Displays the selected certificate category.
		• Certificate Purpose – Displays the selected certificate purpose.
		• Issued To – Displays the owner of the certificate.
		• Validity – Displays the validity status of the certificate.
		• Certificate Details – Displays the [Certificate Details] page, which shows the details of the selected certificate. The items displayed on the page are as follows:
		  - Use this certificate – Click this button to use this certificate.
		  - Delete: Click this to delete the certificate.
		Certificate Details:
		  - Category: Displays the category of the certificate.
		  - Issued To: Displays the owner of the certificate.
		  - Issuer: Displays the issuer of the certificate.
		  - Serial Number: Displays the serial number of the certificate.
		  - Public Key Size: Displays the size of the public key assigned to the certificate.
		  - Valid From: Displays the validity start date and time.
		  - Valid Until: Displays the validity end date and time.
		  - Validity: Displays the validity status of the certificate.
		  - Certificate Purpose: Displays the usage purpose of the certificate.
		  - Certificate Selection Status: Displays the certificate's usage status on the machine.
		  - E-mail Address: Displays the e-mail address associated with the certificate.
		  - Export this certificate: Exports the certificate to a client computer's certificate folder in PKCS#7 format.

Feature		Setting items
Security	**802.1x**	Allows you to set up the 802.1 authentication feature. **Enable IEEE 802.1x** Select whether or not to enable IEEE 802.1x authentication. **Authentication Method** Specify the IEEE 802.1 x authentication method. **Login Name (Device Name)** Enter a user name for IEEE 802.1 authentication. **Password** Enter the password for the user name. **Retype Password** Re-enter the password for verification. **Certificate Validation** Select whether or not to validate the server certificate when [Authentication Method] is [PEAP/MS-CHAPv2].
	SSL/TLS Settings	Allows you to configure SSL/TLS communication. **HTTP - SSL / TLS Communication** Select to enable HTTPS SSL/TLS communication. **HTTPS - SSL/TLS Communication Port Number** Enter the number of the port to be used for HTTPS-SSL/TLS communication. **LDAP - SSL/TLS Communication** Select to enable LDAP SSL/TLS communication. **S/MIME Communication** Select to use a certificate for e-mail transmission/reception via S/MIME communication. This check box becomes active only when a certificate for S/MIME communication is registered on the machine. **Verify Remote Server Certificate** Select to verify the validity of server certificates sent from the SSL/TLS server during SSL/TLS communication.
	S/MIME Settings	**Message Digest Algorithm** Select a message digest algorithm from [SHA1] and [MD5]. **Message Encryption Method** Select the encryption method to use when encrypting e-mail messages sent from the machine. **Certificate Auto Store** Select the check box to automatically save S/MIME certificates when they are attached to e-mails sent from the addresses registered in the Address Book. **Receive Untrusted E-mail** Select the check box if do not want to receive untrusted e-mails, such as those without a certificate. **Digital Signature - Outgoing E-mail** Select whether to always add a digital signature to outgoing e-mails. **Receive Untrusted Internet Fax** Select the check box if you do not want to receive untrusted Internet faxes, such as those without a certificate. **Digital Signature - Outgoing Internet Fax** Select whether to always add a digital signature to outgoing Internet faxes.

Feature		Setting items
Security	**PDF/XPS Security Settings**	**PDF Signature** Select whether to add a digital signature to PDF files. The machine must have a digital certificate to use this feature. **XPS Signature** Select whether to add a digital signature to XPS files. The machine must have a device certificate to use this feature.
	Watermark	**Watermark** Date Format – Select the date format to be used for the Watermark feature. Default Watermark Effect – Select a type of Watermark text. Font size – Select a font size of Watermark text. Background Pattern – Select a Watermark background pattern. Density – Select a density of Watermark text. Watermark/Background Contrast – Select the contrast level to be applied between Watermark text and the background. **Force Watermark** Copy Job – Specify whether or not to always enable the Watermark feature for copy jobs. Client Print – Specify whether or not to always enable the Watermark feature for print jobs. Mailbox Print – Specify whether or not to always enable the Watermark feature for Mailbox Print jobs.
	Job Status Default	**Completed Jobs View** Completed Jobs View – Specify whether or not to allow all users or only authenticated users to view completed jobs. Access To – Specify whether to display all completed jobs or only the jobs of a job owner. This is selectable only when [Completed Jobs View] is set to [Require Login to View Jobs]. Hide Job Details – Select whether to display or hide details of completed jobs. **Active Jobs View** Hide Job Details – Select whether to display or hide details of active jobs.
	System Administrator Settings	Allows you to set the System Administrator's ID and password. **Administrator's Login ID** Specify the System Administrator's ID with up to 32 characters. **Administrator's Passcode** Specify the System Administrator's passcode with up to 32 characters. **Retype Administrator's Passcode** Re-enter the System Administrator's passcode for verification. **Maximum Login Attempts** Specify the number of System Administrator login attempts before reporting a login failure.

Support

This page provides support information for the machine, including a link for software updates and contacts for technical support.

Follow the steps below to select the features available on the [Support] tab.

1. Click [Support] on the Header Panel of the home page.
The [Support] page is displayed.

2. Set the required options.

NOTE: The System Administrator can edit the information on this page, except for the software upgrade website.

Software Upgrades

Click this link to access our software upgrade website: http://www.xerox.com

For information on how to upgrade the software version of the machine, refer to *Machine Software Upgrade in the Appendix chapter on page 430*.

System Administrator

Name

Identifies the System Administrator.

Phone Number

Displays the telephone number of the System Administrator.

Location

Identifies the location of the System Administrator.

Xerox Support

Customer Support Phone Number

Displays the telephone number of the customer support representative.

Services Phone Number

Displays the telephone number of the service representative.

Supply Phone Number

Displays the telephone number of the consumable support representative.

8 Printer Environment Settings

This chapter describes how to set up the printing environment for the machine. Some models require a Printer Kit to use the print feature on the machine.

The following information is provided:

Windows TCP/IP – page 225
NetWare – page 228
UNIX TCP/IP – page 232
EtherTalk – page 249
Microsoft Networking – page 251
TCP/IP (LPD or Port9100) – page 255
USB Port – page 259
IPP (Internet Printing Protocol) – page 262

Windows TCP/IP

This section explains how to set up the machine to operate in a Windows TCP/IP environment. The following information is provided:

Quick Network Setup (DHCP) – page 225
Quick Network Setup (Static IP) – page 226

Quick Network Setup (DHCP)

Prerequisites for Quick Network Setup Using TCP/IP

1. Confirm that an existing operational network utilizing TCP/IP is available.

2. Confirm that the Ethernet cable is plugged into the multifunction machine and into an operational Ethernet port on the network.

NOTE: The Ethernet cable is an RJ45 type and is not supplied by Xerox.

Configuring an IP Address via DHCP

On startup, the multifunction device defaults to DHCP to obtain its network configurations. A DHCP server delivers an IP address, as well as other configuration settings to the machine. If you use a DHCP server to allocate an IP address to the machine, then proceed as follows:

Procedure for Quick Network Setup Using TCP/IP

1. Power on the machine.

2. Wait a minute or so while the machine negotiates an IP address.

3. Print the Configuration Report.

    1) Select the <Machine Status> button on the machine.

    2) On the [Machine Information] screen, select [Print Reports].

    3) Select [Printer Reports].

4) Select [Configuration Report].

5) Press the <Start> button on the machine.

4. Read the Configuration Report to confirm that an IP address has been allocated and that it is a valid IP address on your network.

NOTE: If the IP address starts with 169.xxx.xxx.xxx, then the DHCP server has not properly allocated an address or DHCP is not enabled on your network.

5. Record the IP address allocated.

6. From a computer, open a web browser (such as Internet Explorer), and then enter the machine's IP address. If connected properly, you should see the CentreWare Internet Services web page for your machine.

NOTE: CentreWare Internet Services is a powerful tool for configuring the machine remotely. The default user ID is "11111" and the passcode is "x-admin". The user name and passcode are case sensitive and should be changed after install.

7. Load the print drivers on the computers that will be accessing the machine.

Quick Network Setup (Static IP)

Prerequisites for Manual Setup of the Network Using a Static IP Address

NOTE: On startup, the WorkCentre multifunction machine defaults to DHCP to obtain its network configurations, so DHCP must be turned off by manually entering a static IP address.

Before installing, record the following information for use during setup:

TCP/IP Address:
Gateway Address:
Subnet Mask (for IPv4) / Prefix (for IPv6):
DNS Server Address:

Procedure for Manual Setup of the Network Using a Static IP Address

1. Power on the machine.

2. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

4. Select [System Settings] in the menu at the left side of the screen.

5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Protocol Settings] in the [Features] menu.

7. Under [TCP/IP - IP Mode], select [IPv4 Mode], [IPv6 Mode], or [Dual Stack].

When [IPv4 Mode] or [Dual Stack] is selected in step 7

8. Select [IP Address Resolution], and then [Change Settings].

9. Select [STATIC], and then select [Save].

10. Select [IPv4 - IP Address], and then [Change Settings].

11. Use the keypad on the screen to enter an IP address for the machine in the format "xxx.xxx.xxx.xxx". Select [Save].

12. Select [IPv4 – Subnet Mask], and then [Change Settings].

13. Using the same method as in step 11, enter a subnet mask.

14. Select [IPv4 – Gateway Address], and then [Change Settings].

15. Using the same method as in step 11, enter a gateway address.

NOTE: If you do not wish to set the gateway address, leave this field blank.

16. Select [IPv4 – IP Filter], and then [Change Settings].

17. Select [Enabled] to filter access to the machine.

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

18. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

When [IPv6 Mode] or [Dual Stack] is selected in step 7

8. Set [IPv6 Address Manual Configuration] to [Enabled].

9. Select [Manually Configured IPv6 Address], and then [Change Settings].

10. Use the keypad on the screen to enter an IP address for the machine in the format "xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx". Select [Save].

11. Select [Manually Configured IPv6 Prefix], and then [Change Settings].

12. Enter an IP address prefix, and then select [Save].

13. Select [Manually Configured IPv6 Gateway], and then [Change Settings].

14. Using the same method as in step 10, enter a gateway address.

15. Select [IPv6 – IP Filter], and then select [Enabled] or [Disabled].

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

16. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

NetWare

This section explains how to install the machine onto a NetWare network. The following information is provided:

Information Checklist

Before installing the machine onto a network, make sure that the following items are available or have been performed.

Item	By
An existing operational NetWare network is required. These procedures are not designed to install a NetWare network.	Customer
NetWare versions 3.x, 4.x, 5.x or 6.x	Customer
Obtain and record the following information, if required: • IPv4 address • Gateway address • Subnet mask • Host name **NOTE:** Only the IPv4 format is available for addresses.	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer
Install the print driver.	Customer

If problems arise during the machine installation, refer to *Problem Solving on page 341*. for assistance.

NetWare Environments

System configuration

The machine supports NetWare PServer mode in Bindery or NDS. NetWare 3.x/4.x/ 5.x/6.x is required to support Bindery. NetWare 4.11 or later is required to support NDS. In the PServer mode, the machine will function as a print server and print jobs from the print queue. The machine uses one file server user license.

NOTE: The machine does not support RPrinter mode.

Target computers

The NetWare versions and NetWare client computers require the following environments.

NetWare versions

A Novell-accredited computer which can be installed with NetWare 3.x/4.x/5.x/6.x.

NetWare client computers

A Novell-accredited computer which can run Windows 2000, Windows XP or Windows Server 2003.

NOTE: When using the LPD port by Novell Distributed Print Services (NDPS), activate the LPD port on the machine and set the IP address.

IPX/SPX frame types

The machine supports the following Ethernet interfaces.

• 10Base-T (Twisted Pair Cable)

• 100Base-TX (Twisted Pair Cable)

The machine supports the following frame types.

• Ethernet II specification

• IEEE802.3 specification

• IEEE802.3/802.2 specification

• IEEE802.3/802.2/SNAP specification

The machine sends out packets of each frame type on the connected network. It automatically uses the frame type which corresponds to the first response. However, if more than one protocol is running simultaneously on the same network, the machine will use the same frame type as used by the NetWare server.

NOTE: Some network components, such as the hub, may not support automatic frame type setup. If the data link indicator light of the port does not light up, match the IPX/SPX setting of the frame type of the machine, to the frame type of the file server.

NetWare Installation

This section describes the installation procedures to use the machine in a NetWare environment.

Installation Procedure

The installation procedure is as follows.

Network Communication Setup

Enable the NetWare port.

When using IPX:

Set the Netware port to [Enabled] using the touch screen or CentreWare Internet Services.

When using TCP/IP:

Set the Netware port to [Enabled] using the touch screen or CentreWare Internet Services. Set the IP address on the control panel or CentreWare Internet Services.

For more information, refer to *Network Communication Setup on page 230*.

NetWare Setup

For more information, refer to *NetWare Setup on page 231*.

Computer Setup

For more information, refer to *Computer Setup on page 231*.

Test Print

For more information, refer to *Test Print on page 231*.

Network Communication Setup

Use this procedure to set up the network communication parameters of the machine.

At the machine, perform these steps.

NOTE: Keep the SNMP port enabled while you use the machine on the TCP/IP network.

NOTE: Some of the configuration options for this protocol are only available from CentreWare Internet Services. Refer to *CentreWare Internet Services on page 147*.

First, enable the NetWare port.

1. Connect the machine to the network.

2. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

4. Select [System Settings] in the menu at the left side of the screen.

5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Port Settings] in the [Features] menu.

7. Select [NetWare], and then [Change Settings].

8. Select [Port Status], and then [Change Settings].

9. Select [Enabled], and then [Save].

Next, establish TCP/IP if you use an IP Address for the NetWare network.

1. Select [Connectivity & Network Setup] in the [Group] menu, and then select [Protocol Settings] in the [Features] menu.

2. Under [TCP/IP - IP Mode], select [IPv4 Mode] or [Dual Stack].

NOTE: [IPv6 Mode] is not available for Netware settings.

3. Select [IP Address Resolution], and then [Change Settings].

4. Select a method for establishing an IP address from [DHCP], [BOOTP], [RARP], [DHCP/Autonet], and [STATIC], and then select [Save].

NOTE: Use the DHCP server together with the Windows Internet Name Server (WINS) server.

If you selected [STATIC] in step 4, then proceed to step 5 to configure the protocol settings. Otherwise, proceed to step 11.

5. Select [IPv4 - IP Address], and then [Change Settings].

6. Use the keypad on the screen to enter an IP address for the machine in the format "xxx.xxx.xxx.xxx". Enter a value (0 to 255) into the highlighted field and select [Next]. The next 3 digits are highlighted. When you have finished entering all values, select [Save].

7. Select [IPv4 – Subnet Mask], and then [Change Settings].

8. Using the same method as in step 6, enter a subnet mask.

9. Select [IPv4 – Gateway Address], and then [Change Settings].

10. Using the same method as in step 6, enter a gateway address.

NOTE: If you do not wish to set the gateway address, leave this field blank.

11. Select [IPv4 – IP Filter], and then [Change Settings].

12. Select [Enabled] to filter access to the machine.

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

13. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

NetWare Setup

Use PCONSOLE or NetWare Administrator (NWADMIN) to create a print queue, print server and printer, and assign the respective objects. For information on how to use PCONSOLE or NWADMIN, refer to the manual which comes with NetWare.

There are two ways to type the name: typeful (OU, O, etc.) and typeless. The user must use the typeful name in order for it to work.

Example: ou=xxxx.o=yyyy.c=zzzzz

When using in the PSERVER mode, set as follows.

• Printer server name – Use the same device name as the target printer.

• Printer location – Set as Auto Load.

• Printer Type – Set as Parallel.

• Parallel Setting – Set as Auto Load.

For NetWare 5, only NWADMIN is available for use.

Computer Setup

Install the PCL print driver on the NetWare client computer. Refer to the HTML document on the PCL Print Driver CD-ROM.

Test Print

To make sure that the machine has been installed on the network correctly, submit a test print from each client computer. Perform the following steps.

1. Open a document on a client computer.

2. Select the machine as the printer.

3. Print the document on the machine and verify that it prints correctly.

4. Make sure that the print driver is installed on every computer that will be sending jobs to the machine.

5. Repeat the test for all computers that will be sending jobs to the machine.

The installation process is now complete.

If the test print fails, refer to *Problem Solving chapter on page 341.*

UNIX TCP/IP

This section explains how to set up the machine to operate in a UNIX TCP/IP environment. The UNIX Workstation Operating Systems (OS) supported are Solaris, SunOS, and HP-UX. The following information is provided:

Information Checklist

Before installing the UNIX TCP/IP features on the machine, make sure that the following items are available or have been performed.

Item	By
An existing operational network utilizing a UNIX TCP/IP protocol is required. These steps are not designed to install the UNIX TCP/IP network.	Customer
SunOS 4.1x, Solaris 1.x, 2.x, 7.x, 8.x, 9.x, 10.x, HP-UX 9.x, 10.x, 11.x	Customer
Make sure that the correct IP Address is being used for the machine.	Customer
Make sure that the Gateway Address is set correctly.	Customer
Make sure that the Subnet Mask (for IPv4) or Prefix (for IPv6) is set correctly.	Customer
Make sure that the Host Name is set correctly.	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer

If you encounter problems during the installation of the machine, refer to *Problem Solving chapter on page 341.*

UNIX TCP/IP Environments

System configuration

The machine uses the Line Printer Daemon Protocol (LPD) that supports TCP/IP as the transport protocol. With the LPD, use the machine as a UNIX network printer.

The LPD supports spool mode, this is where print jobs from clients are spooled once before output. It also supports non-spool mode, this is where print jobs are output sequentially, without spooling.

Target computers

The target computers are as follows.

- Workstation or personal computer with RFC 1179 Line Printer Daemon Protocol

Interface

The LPD is available on the following interfaces:

- Ethernet 100Base-TX
- Ethernet 10Base-T

The applicable frame types conform to Ethernet II (Ethernet interface).

UNIX TCP/IP Installation

This section explains how to install the machine in a UNIX TCP/IP environment.

Installation Procedure

There are three stages.

Network Communication Setup

The machine needs to be set up and configured for TCP/IP.

Computer Setup

The computer OS needs to be configured for the machine.

Test Print

A print job should be submitted to make sure that the machine has been installed and configured correctly.

Network Communication Setup

Use this procedure to set up the network communication parameters of the machine.

NOTE: Keep the SNMP port enabled while you use the machine on the TCP/IP network.

NOTE: Some of the configuration options for this protocol are only available from CentreWare Internet Services. Refer to *CentreWare Internet Services on page 147*.

Follow the steps below to establish TCP/IP.

1. Connect the machine to the network.

2. Press the <Log In/Out> button on the control panel, and then type in the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

4. Select [System Settings] in the menu at the left side of the screen.

5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Protocol Settings] in the [Features] menu.

7. Under [TCP/IP - IP Mode], select [IPv4 Mode], [IPv6 Mode], or [Dual Stack].

When [IPv4 Mode] or [Dual Stack] is selected in step 7

8. Select [IP Address Resolution], and then [Change Settings].

9. Select a method for establishing an IP address from [DHCP], [BOOTP], [RARP], [DHCP/Autonet], and [STATIC], and then select [Save].

NOTE: Use the DHCP server together with the Windows Internet Name Server (WINS) server.

If you selected [STATIC] in step 9, then proceed to step 10 to configure the protocol settings. Otherwise, proceed to step 16.

10. Select [IPv4 - IP Address], and then [Change Settings].

11. Use the keypad on the screen to enter an IP address for the machine in the format "xxx.xxx.xxx.xxx". When you have finished entering all values, select [Save].

12. Select [IPv4 – Subnet Mask], and then [Change Settings].

13. Using the same method as in step 11, enter a subnet mask.

14. Select [IPv4 – Gateway Address], and then [Change Settings].

15. Using the same method as in step 11, enter a gateway address.

NOTE: If you do not wish to set the gateway address, leave this field blank.

16. Select [IPv4 – IP Filter], and then [Change Settings].

17. Select [Enabled] to filter access to the machine.

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

18. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

When [IPv6 Mode] or [Dual Stack] is selected in step 7

8. Set [IPv6 Address Manual Configuration].

NOTE: Select [Enabled] when the machine is connected to a network on which IPv6 stateless address autoconfiguration is disabled, or when you want to set a static IPv6 address.

If you selected [Enabled] in step 8, proceed to step 9. Otherwise, proceed to step 15.

9. Select [Manually Configured IPv6 Address], and then [Change Settings].

10. Use the keypad on the screen to enter an IP address for the machine in the format "xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx". Select [Save].

11. Select [Manually Configured IPv6 Prefix], and then [Change Settings].

12. Enter an IP address prefix, and then select [Save].

13. Select [Manually Configured IPv6 Gateway], and then [Change Settings].

14. Using the same method as in step 10, enter a gateway address.

15. Select [IPv6 – IP Filter], and then select [Enabled] or [Disabled].

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

16. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

Workstation Setup

This section explains how to set up Solaris, SunOS, and HP-UX workstations. Refer to the relevant instructions below:

Solaris – page 236
SunOS – page 237
HP-UX – page 238

Print language/mode/logical printer

A printer name for the logical printer should correspond to the print language/mode to be used for printing, or to the Logical Printer Number which was registered through CentreWare Internet Services.

Printer Name	Print Language/Mode/Logical Printer
PS*	PostScript
PSASC/PSA*	PostScript
PSBIN/PSB*	PostScript
PCL	PCL
LP	Print language specified on the touch screen of the machine.
DUMP/DMP	Dump mode
AUTO/ATO	Auto detection mode
TIFF/TIF	TIFF direct print
TIFF%n	TIFF (%n: Logical Printer Numbers 1 to 20 which were registered through CentreWare Internet Services.)
PS%n*	PostScript (%n: Logical Printer Numbers 1 to 10 which were registered through CentreWare Internet Services.)

*: Requires PostScript Kit

You can also add output parameters to the above printer name. The parameters are the same as those for -C option. Insert "_" between the printer name and output parameter, for example "PS_A4".

NOTE: If a different printer name is specified, the print language or mode specified on the touch screen of the machine is used.

NOTE: When setting print languages/modes from the same workstation to a single printer, it is recommended to set one kind of each. If two or more kinds of languages/modes are set, the workstation may display the same job number for some queues (lpq).

NOTE: To print an ASCII-format PostScript file, specify PSASC for data processing with TBCP enabled.

NOTE: To print a binary-format PostScript file, specify PSBIN for data processing with TBCP disabled.

NOTE: When specifying PS, the machine functions as if PSBIN is specified.

NOTE: You cannot use -C option when specifying the printer name with the output parameter.

NOTE: For details about -C option, refer to *-C Option on page 245*.

NOTE: Lowercase characters can also be used for a printer name.

NOTE: Up to 64 characters can be used for a printer name.

NOTE: Output parameters in the print data take priority over the printer name.

Solaris

Follow the steps below to set up a Solaris workstation to communicate with the machine.

1. Log in as root at a client workstation.

2. Use the Solaris ADMINTOOL to add the machine to the system host files.

NOTE: Refer to the Solaris documentation for instructions on using the ADMINTOOL.

1) Select [Browse].
2) Select [Printers].
3) Select [Edit].
4) Select [Add].
5) Select [Local Printer].
6) Enter the [Host Name] in the Printer Name field and then select [OK].
7) Select [File].
8) Select [Exit].

3. Verify connectivity to the machine by using a UNIX command such as ping, as shown in the following example:

```
ping PrinterName
PrinterName is alive
```

NOTE: The remote queue name must be set to lp to spool jobs to the machine.

SunOS

Follow the steps below to set up a SunOS workstation to communicate with the machine.

1. Log in at a client workstation as root and add the machine to the /etc/hosts file. For example:

```
IP address [tab] PrinterName
```

NOTE: If an NIS server is running on the same segment of the network as the machine, log in at the NIS server as root and add the machine to the master hosts file. For example:

```
IP address [tab] PrinterName
```

2. Verify connectivity to the machine, by using a UNIX command such as ping, as shown in the following example:

```
ping PrinterName

PrinterName is alive
```

3. Edit the /etc/printcap file to contain an entry for the machine queue using the following example:

```
PrinterName:\

:lp=:\

:rm=PrinterName:\

:mx#0:\

:sd=/var/spool/lpd/PrinterName:\

:lf=/var/spool/lpd/PrinterName/log:
```

1) `PrinterName` is the local client name of the machine.

2) `lp=` is the local device name for the printer output. For remote printers, this parameter must be set to nothing.

NOTE: The recommended remote queue name is lp.

3) `rm=` is the remote device. This is the IP hostname for the machine on the local client. The remote printer name defaults to lp, the default printer.

4) `mx#0` indicates that there is no limit on the document size.

5) `sd=` is the path to the queue for the machine.

6) `lf=` is the error log file name.

4. The machine can be designated as the default print queue. It will then be unnecessary to include the PrinterName in the lpr command line.

1) To designate the machine as the default print queue, add the following to the /etc/printcap file. This is an addition to the information entered in the previous step.

```
lp PrinterName:\

:lp=:\

:rm=PrinterName:\

:mx#0:\

:sd-/var/spool/lpd/PrinterName:
```

5. Create the spool directory identified in the printcap file and set the access attributes, as shown in the example below. The spool directory should be located

on a disk partition large enough to hold copies of documents that will be submitted.

```
cd /var / spool / lpd
mkdir PrinterName
chmod 744 PrinterName
```

HP-UX

Follow the steps below to set up an HP-UX workstation to communicate with the machine.

1. Log in as root at a client and add the machine to the /etc/hosts file. For example:

```
Ip address [tab] PrinterName
```

2. Verify connectivity to the machine, by using a UNIX command such as ping from a terminal command window, as shown in the following example:

```
ping PrinterName
```

NOTE: Select CTRL+C to cancel the ping command.

3. There are two methods to install the machine on an HP-UX workstation. Refer to one of the following sections to complete the installation:

Using the Command Window TTY Method – page 238
Using the System Administrator Manager (SAM) GUI Method – page 239

Using the Command Window TTY Method

Follow the steps below to use the command window to manually enter command strings.

1. Open a command window on the desktop. From the command prompt (#), enter the information below. Remember that UNIX commands are case-sensitive.

1) Type `su` to access the superuser mode.

2) Type `sh` to run the Bourne shell.

3) Type `lpshut` to stop the print service.

4) Type the following command on one line:

```
lpadmin -pqueuename -v/dev/null -mrmodel -ocmrcmodel-
osmrsmodel -ob3 -orc -ormhostname -orplp
```

NOTE: The queuename is the name of the print queue being created. The hostname is the `PrinterName` for the machine from the etc/hosts file.
The remote queue name must be set to `lp` to spool jobs to the machine. This is set by the `-orplp` command.

2. Type `lpsched` to start the print service.

3. Type `enable queuename` to enable the queue to print to the machine.

4. Type `accept queuename` to enable the queue to start accepting jobs from the HP-UX workstation.

NOTE: The queuename is the name of the print queue that has been created.

5. Type `exit` to exit the Bourne shell.

6. Type `exit` to exit superuser mode.

7. Type `exit` to close the command window.

8. Continue with *Test Print on page 239*.

Using the System Administrator Manager (SAM) GUI Method

Follow the steps below to use the HP System Administrator Manager (SAM) GUI (Graphical User Interface).

NOTE: Refer to the HP-UX documentation for additional information on using the System Administrator Manager (SAM).

1. Start the SAM application.

2. Select the [Printers and Plotters] icon.

3. Select [Actions] from the Menu Bar.

4. Select [Add Remote Printer/Plotter] from the pull-down menu.

5. Enter the following information into the form displayed in the [Add Remote Printer/ Plotter] dialog box:

   1) Printer Name

   2) Remote System Name

   3) For the Remote Printer Name, enter "lp".

NOTE: The Printer Name is the name of the print queue being created. The Remote System Name is the PrinterName for the machine from the etc/hosts file.
The Remote Printer Name must be set to lp to spool jobs to the machine.

   4) Enable [Remote Printer on a BSD system] by selecting the check box.

   5) Make sure that the [Remote Cancel Model] is set correctly,

   6) Make sure that the [Remote Status Model] is set correctly.

   7) Make sure that the [Default Request Priority] is set correctly.

   8) Make sure that the [Allow Anyone to Cancel a Request] check box is set correctly.

   9) Make sure that the [Make This Printer the Default Destination] check box is set correctly.

6. Select [OK].

7. Read and respond to any system messages displayed.

8. Continue with *Test Print on page 239*.

Test Print

To make sure that the machine has been installed on the UNIX TCP/IP network correctly, a test print should be submitted from each client workstation. Perform the following steps.

1. Start the Open Windows application.

2. Send a test print to the machine.

3. Repeat the procedure for all workstations that will be sending jobs to the machine.

The UNIX TCP/IP installation is now complete.

If the test print fails, refer to *Problem Solving chapter on page 341.*

Printing

Solaris/HP-UX

This section describes printing from workstations running Solaris or HP-UX. Refer to the manuals supplied with the workstation for full details.

Print (lp)

The lp command is used for printing.

Command format

```
lp [-d printer name] [-n number of copies] File name
```

Command options

The following command options are available.

- `-d printer name`

Specify the printer name registered by the lpadmin command as the -d option. If this option is omitted, the default printer lp will be used.

- `-n number of copies`

This option specifies the number of copies. If one lp command is issued to print multiple files, the number of copies specified will apply to all the files. However, this is only effective when the machine is in the spool mode. In the non-spool mode, the client must be a Windows NT machine to use this option.

NOTE: Some options which are not listed here (e.g. -m option) and which are not processed by the workstation sending the print instructions, will not be valid.

NOTE: In the spool mode, up to 32 files can be printed by one lp command. Any files specified after the 32nd file will be ignored.

Example

To print a file named file1 to a printer named fxPS, enter the following command:

```
%lp -dfxPS file1
```

To output three copies of file1 and then three copies of file 2 to fxPS, enter the following command:

```
%lp -dfxPS -n3 file1 file2
```

Delete (cancel)

The cancel command is used to delete print data.

Command format

```
cancel [printer name] [job number]
```

Command options

The following command options are available.

- `Printer name`

This option specifies the printer name. The cancel command can be effectively used with the combined use of -a, -e and -u as shown below. This option is only valid in the spool mode.

-a   Deletes all the print data belonging to the user issuing the command, from the specified printer.

-e   Deletes all the print data from the specified printer.

-u user name Deletes all the print data belonging to the specified user, from the specified printer.

- `job number`

This option specifies the job number of the print data to be deleted. These numbers can be checked by issuing an lpstat command.

This option is only valid in the spool mode.

NOTE: Print data which consists of multiple files sent in one print instruction cannot be deleted file by file. All the files will be deleted together.

NOTE: This command is invalid if no options are specified, or if there is no print data which matches the option.

NOTE: You can only delete print data from the same workstation used to send the print data. You cannot delete print data sent by other workstations.

NOTE: When a command to delete print data is received, the file will be deleted even if it is in the process of being printed. Any unprinted data will be cancelled after the file has been deleted.

Example

To delete the print data from printer fxPS for job number 27, enter the following command.

```
%cancel fxPS-27
```

To delete all the print data from printer fxPS, enter the following command.

```
%cancel fxPS -e
```

SunOS

This section describes printing from a workstation running SunOS. See the manuals supplied with the workstation for full details.

Print (lpr)

The lpr command is used to print.

Command format

```
/usr/ucb/lpr [-P printer name] [-# number of copies]
[-C parameter] File name
```

Command options

The following command options are available.

- `-P printer name`

This option specifies the printer name registered at /etc/printcap. If this option is omitted, print data will be output to the default printer lp.

- `-# number of copies`

This option specifies the number of copies. If one lpr command is issued to print multiple files, the number of copies specified by this option will apply to all the files.

This option is only valid in the spool mode.

- `-C parameter`

To print from the machine using the PostScript language, use the -C option to specify the form of output.

This option is valid in the spool mode. In the non-spool mode, the client must be a Windows NT machine to use this option.

NOTE: If the PostScript logical printer and the -C option are configured simultaneously using CentreWare Internet Services, some functions may not work as expected. Also, when specifying the PostScript logical printer as a default printer on UNIX, it is recommended not to use the -C option by lpr. Refer to the -C option of the lpr command.

NOTE: Some options which are not listed here (e.g. -m option) and which are not processed by the workstation sending the print instructions, will not be valid.

NOTE: In the spool mode, up to 32 files can be specified in one lpr command. Any files specified after the 32nd file will be ignored.

Example

To print a file named file1 to a printer named fxPS, enter the following command:

```
%lpr -PfxPS file1
```

To print three copies of file1 and three copies of file 2 to fxPS, enter the following:

```
%lpr -PfxPS -#3 file1 file2
```

To print a file named file1 to a printer named fxPS as an A4-sized (210 × 297 mm/ 8.3 ×11.7 inches) duplex job, enter the following command:

```
%lpr -PfxPS -C,DUP,A4 file1
```

Delete (lprm)

The lprm command is used to delete print data.

Command format

```
/usr/ucb/lprm [-P printer name] job number
```

Command options

The following command options are available.

- `-P printer name`

This option specifies the printer name registered with /etc/printcap. If this option is omitted, the default printer lp will be used.

- `job number`

This option specifies the job number of the print data to be deleted. A job number is a serial number between 1 and 999 determined by the workstation. These numbers can be checked by issuing an lpq command.

Instead of a job number, you can specify a user name or "-".

This option is invalid in the non-spool mode.

- `User name` is only valid when you log in as a superuser. When this option is taken, all the print data you specify will be deleted.

This option is only valid in the spool mode.

- -

  You can delete all your print data by specifying this option. If this option is issued by a superuser, all the print data received by the machine will be deleted.

This option is only valid in the spool mode.

NOTE: Print data which consist of multiple files sent in one print instruction cannot be deleted file by file. All the files will be deleted together.

NOTE: This command is invalid if no options are specified, or if there is no print data which matches the option.

NOTE: You can delete only print data from the same workstation used to send the print data. You cannot delete print data sent by other workstations.

NOTE: When a command to delete print data is received, the file will be deleted even if it is in the process of being printed. Any unprinted data will be cancelled after the file has been deleted.

Example

To delete the print data from printer fxPS for job number 351, enter the following command:

```
%lprm -PfxPS 351
```

Printer Status

Solaris/HP-UX

The lpstat command is used to inquire about the status of the machine.

NOTE: In the non-spool mode, this function is available to Windows NT clients but not to HP-UX/Solaris clients.

Command format

```
lpstat [option]
```

Command options

The following command options are available.

If no option is specified, all the print data-related information will be displayed.

The sequence of the options does not affect the outcome.

To use more than one argument at the same time, separate them by commas and enclose all the arguments with " ".

E.g. %lpstat -u `"user1,user2,user3"`

- `-o [printer name]`

This option displays the print data for the specified printer.

- `-t`

This option displays all the information.

- `-u [user name]`

This option displays information about print data received from specified users.

- `-v [printer name]`

This option displays the printer name and the path name for the machine. The printer name is specified in the argument.

NOTE: Long file names will be truncated.

NOTE: Information for a maximum of 64 print instructions can be displayed.

NOTE: If two or more types of print languages/modes are set up on a single workstation, identical job numbers may be displayed when an inquiry command (lpstat) is issued.

Example

To inquire about the print data received by a printer named fxPS, enter the following command:

```
%lpstat -ofxPS
```

SunOS

The lpq command is used to inquire about the status of the machine.

NOTE: In the non-spool mode, this function is available to Windows NT clients but not to SunOS clients.

Command format

```
/usr/ucb/lpq [-P printer name] [-l] [user name]
[+interval]
```

Command options

The following command options are available.

- `-P printer name`

This option specifies the printer name registered at /etc/printcap. If this option is omitted, the default printer lp will be used.

- `-l`

This option displays information about the workstation which is sending the print instruction in long format.

- `User name`

This option displays information about print data received from a specified user.

- `+interval`

This option is used to specify the inquiry interval period for the duration of printing, until all the data received has been printed. The interval is set up in seconds.

The screen of the client is refreshed each time the information is returned.

NOTE: Long file names will be truncated.

NOTE: Information for a maximum of 64 print instructions can be displayed.

NOTE: If two or more types of print languages/modes are set up on a single workstation, identical job numbers may be displayed when an inquiry command (lpq) is issued.

Examples

- To inquire about the print data received by a printer named fxPS, enter the following command:

```
%lpq -PfxPS
```

- To display a printer named fxPS in long format, enter the following command:

```
%lpq -PfxPS -l
```

-C Option

On SunOS, the -C option can be used to specify the print format if the machine prints with the PostScript language in spool mode.

This section explains the functions which can be specified and printing operations which will be affected using the -C option.

NOTE: When the PostScript logical printer that was configured using CentreWare Internet Services and the -C option have been specified simultaneously, some of the actions cannot be guaranteed to work. Also, when specifying the PostScript logical printer as a default printer on UNIX, it is recommended not to use the -C option.

Function

The following items can be set up using the -C option.

Selecting a paper tray

When selecting a paper tray, specify either a paper size or a tray. If the paper size is specified, the machine automatically searches and selects the tray.

The following parameters can be specified.

Parameter	Description
INTRAY1/intray1	Selects Tray 1.
INTRAY2/intray2	Selects Tray 2.
INTRAY3/intray3	Selects Tray 3.
INTRAY4/intray4	Selects Tray 4.
INTRAY5/intray5	Selects Tray 5 (manual feed).
INMF/inmf	Selects Tray 5 (manual feed).
A3/a3	Selects the tray which has A3 (297 × 420 mm/11.7 × 16.5 inches) paper loaded.
B4/b4	Selects the tray which has B4 (257 × 364 mm/10.1 × 14.3 inches) paper loaded.
A4/a4	Selects the tray which has A4 (210 × 297 mm/8.3 × 11.7 inches) paper loaded.
B5/b5	Selects the tray which has B5 (182 × 257 mm/7.2 × 10.1 inches) paper loaded.
A5/a5	Selects the tray which has A5 (148 × 210 mm/5.8 × 8.3 inches) paper loaded.
LETTER/letter	Selects the tray which has letter size (216 × 279 mm/8.5 × 11.0 inches) paper loaded.
LEGAL/legal	Selects the tray which has legal size (216 × 356 mm/8.5 × 14.0 inches) paper loaded.
INHC/inhc	Selects the High Capacity Tray.

NOTE: If multiple parameters are specified in the first lpr command, data may not be printed correctly.

NOTE: The system default is used if no tray number is specified, or a specified tray or specified size of paper is not loaded.

NOTE: This option is for specifying paper size only. Paper is selected but the document size is not resized to fit the actual paper size.

NOTE: If the print data specifies a paper tray, the setting takes priority over any -C option.

NOTE: If an invalid combination is specified, the machine may not operate correctly.

NOTE: For some print languages, the specification may be invalid.

Selecting a paper output tray

The following parameter can be specified.

Parameter	Description
STACKER%n/stacker%n	Delivers prints to a finisher tray. (%n: bin number 1)
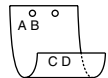
Selecting a paper type

The following parameters can be specified.

Parameter	Description
PTS/pts	Selects plain paper.
PT1/pt1	Selects thick paper 1.
POH/poh	Selects transparency.
PTP/ptp	Selects tracing paper.
PRC/prc	Selects recycled paper.

Specifying double-sided printing

The following parameters can be specified.

Parameter	Description
DUP/dup	Double-sided printing as follows:
TUMBLE/tumble	Double-sided printing as follows:
SIMP/simp	Single-sided printing

NOTE: If multiple parameters are specified in an lpr command, data may not print correctly.

NOTE: The system default is used if no parameter is specified.

NOTE: If the print data specifies double-sided or single-sided printing, those specifications take priority over any -C option.

Specifying paper size and double-sided printing

Select a paper size and a binding option. The following parameters can be specified:

Parameter	Description
A3D/a3d	Double-sided printing on A3 (297 × 420 mm/11.7 × 16.5 inches) paper and long-edge binding
A3T/a3t	Double-sided printing on A3 (297 × 420 mm/11.7 × 16.5 inches) paper and short-edge binding
A4D/a4d	Double-sided printing on A4 (210 × 297 mm/8.3 × 11.7 inches) paper and long-edge binding
A4T/a4t	Double-sided printing on A4 (210 × 297 mm/8.3 × 11.7 inches) paper and short-edge binding
B4D/b4d	Double-sided printing on B4 (257 × 364 mm/10.1 × 14.3 inches) paper and long-edge binding
B4T/b4t	Double-sided printing on B4 (257 × 364 mm/10.1 × 14.3 inches) paper and short-edge binding
A5D/a5d	Double-sided printing on A5 (148 × 210 mm/5.8 × 8.3 inches) paper and long-edge binding
A5T/a5t	Double-sided printing on A5 (148 × 210 mm/5.8 × 8.3 inches) paper and short-edge binding
B5D/b5d	Double-sided printing on B5 (182 × 257 mm/7.2 × 10.1 inches) paper and long-edge binding
B5T/b5t	Double-sided printing on B5 (182 × 257 mm/7.2 × 10.1 inches) paper and short-edge binding

NOTE: If multiple parameters are specified in an lpr command, data may not print correctly.

NOTE: The system default is used if no parameter is specified.

NOTE: If the print data specifies double-sided or single-sided printing, those specifications take priority over any -C option.

Specifying collation

The following parameter can be specified.

Parameter	Description
COLLATE/collate	Sorts prints electronically.

NOTE: For some print languages, the collation parameter may be invalid.

Specifying the print mode

The following print mode parameters can be specified.

Parameter	Description
GC/gc	Selects quality priority.
GB/gb	Selects speed priority.

NOTE: If several parameters are specified in the first lpr command, data may not print.

NOTE: The system default is used if no parameter is specified.

Specifying stapling

The following parameters can be specified for stapling.

Parameter	Description
STAPLETL	Places one staple in the upper left corner of the prints.
STAPLETD	Places two staples at the top of the prints.
STAPLETR	Places one staple in the upper right corner of the prints.
STAPLELD	Places two staples on the left side of the prints.
STAPLERD	Places two staples on the right side of the prints.
STAPLEBL	Places one staple in the lower left corner of the prints.
STAPLEBD	Places two staples at the bottom of the prints.
STAPLEBR	Places one staple in the lower right corner of the prints.

NOTE: If several parameters are specified in the first lpr command, data may not print.

NOTE: For some print languages, the stapling parameter may be invalid.

Printing

To specify the output format for printing, enter the following command:

```
-C,[parameter],[parameter]
```

Enter a "," (comma) after -C followed by the parameters which specify the output format. To specify multiple parameters, separate them with ",".

For example, to print a file named "file1", two-sided on A4 (210 × 297 mm/8.3 × 11.7 inches) on printer fxPS, enter the following command:

```
%lpr -PfxPS -C,DUP,A4 file1
```

NOTE: If a parameter string of the -C option exceeds 64 characters, the operation may not function correctly.

EtherTalk

This section explains how to set up the machine to operate on an EtherTalk network. The following information is provided:

Information Checklist – page 249
EtherTalk Environments – page 249
EtherTalk Installation – page 250
Installation Procedure – page 250
Network Communication Setup – page 250
Computer Setup – page 250
Test Print – page 251

Information Checklist

Before installing EtherTalk on the machine, make sure that the following items are available or have been performed.

Item	By
An existing operational EtherTalk network with Macintosh workstations equipped with Ethernet network interface cards is required. These procedures are not designed to install an EtherTalk network.	Customer
Macintosh System versions 7.5 or later, 8.x, 9.x, or Mac OS X 10.x	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer
Install the Adobe PS print driver, or PPD (optional).	Customer

If problems are encountered during the machine installation, refer to *Problem Solving on page 341*.

EtherTalk Environments

System configuration

As the machine supports EtherTalk protocol, you can print from a Macintosh.

NOTE: You will need the optional PostScript Kit to use EtherTalk for printing.

Target computers

The machine supports a Macintosh or Power Macintosh with the following OS:

*   Mac OS 7.5 or later, 8.x, 9.x, or Mac OS X 10.x

EtherTalk Installation

This section describes the installation procedure for using the machine in an EtherTalk environment.

Installation Procedure

There are three stages required to install the machine on an EtherTalk network.

Network Communication Setup

This requires the machine to be set up for EtherTalk.

Workstation Setup

Install the print driver (Adobe PS) for Macintosh.

Test Print

A test print should be submitted to make sure that the machine has been installed and configured correctly.

Network Communication Setup

This procedure is used to set up the network communication parameters of the machine.

At the machine, perform these steps.

NOTE: Keep the SNMP port enabled while you use the machine on the TCP/IP network.

NOTE: Some of the configuration options for this protocol are only available from CentreWare Internet Services. Refer to *CentreWare Internet Services on page 147*.

Initially, boot the EtherTalk port.

1. Connect the machine to the network.

2. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

4. Select [System Settings] in the menu at the left side of the screen.

5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Port Settings] in the [Features] menu.

7. Select [EtherTalk], and then [Change Settings].

8. Select [Port Status] and then [Change Settings].

9. Select [Enabled], and then [Save].

Computer Setup

Install the print driver (Adobe PS) for Macintosh. Install the screen font if necessary. Refer to the CentreWare Printer Drivers Guide.

Test Print

To make sure that the machine has been installed on the network correctly, a test print should be submitted from each client computer. Perform the following steps.

1. Open a sample document on a client computer.

2. Select the machine using the Chooser (Mac OS 9.2) or the Print Center (Mac OS X 10.x).

3. Print the document on the machine and verify that it prints correctly.

4. Make sure that the driver is installed on every computer that will be sending jobs to the machine.

5. Repeat the test for all computers that will be sending jobs to the machine.

The installation process is now complete.

If the test print fails, refer to *Problem Solving on page 341*.

Microsoft Networking

This section explains how to set up the machine to operate on a Microsoft network. The following information is provided:

Information Checklist

Before starting the Microsoft networking installation procedures, make sure that the following items are available or have been performed.

Item	By
An existing operational Microsoft network is required. These procedures are not designed to install a Microsoft network.	Customer
Obtain and record the following information, if required: • IP address • Gateway address • Subnet mask (for IPv4) / Prefix (for IPv6) • Host name	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer
Install the print driver.	Customer

If problems are encountered during the installation, refer to *Problem Solving on page 341*.

SMB Environments

Server Message Block (SMB) is a protocol for sharing files or printers on Windows OS. This section explains the installation procedure for connecting a printer to a Windows network through SMB.

System configuration

As the machine supports SMB protocol, you can send print data directly to the machine on the same network without going through the server.

You can use either NetBEUI, TCP/IP, or even both as the transport protocol for SMB. You will need to set up the IP address on the machine and the computer if you are using TCP/IP.

NOTE: Windows XP/Windows Server 2003/Windows Vista do not support NetBEUI.

NOTE: You can make SMB settings through CentreWare Internet Services. For more information on how to make SMB settings, refer to *CentreWare Internet Services on page 147*.

Target computers

The following computers support printing through SMB.

Connection	OS	Protocol
Windows network	Windows 95 Windows 98 Windows Me	NetBEUI TCP/IP
	Windows NT 4.0	NetBEUI TCP/IP
	Windows 2000	NetBEUI TCP/IP
	Windows XP Windows Server 2003 Windows Vista	TCP/IP

NOTE: NetBEUI is not recommended by Microsoft to be used as a protocol in new networks. It is recommended that this protocol is only used in small networks where existing legacy clients require it.

SMB Installation

This section describes the installation procedure for using the machine on an SMB network.

Installation Procedure

The installation procedure is as follows.

Network Communication Setup

Enable the SMB port.

When using NetBEUI:

Set the SMB port to [Enabled] using the touch screen or CentreWare Internet Services.

When using TCP/IP:

Set the SMB port to [Enabled] and set the IP address using the touch screen or CentreWare Internet Services.

Computer Setup

Install the print driver on the computer.

Test Print

A print job should be submitted to make sure that the machine has been installed and configured correctly.

Network Communication Setup

This procedure is used to set up the network communication parameters of the machine.

At the machine, perform these steps.

NOTE: Keep the SNMP port enabled while you use the machine on the TCP/IP network.

NOTE: Some of the configuration options for this protocol are only available from CentreWare Internet Services. Refer to the *CentreWare Internet Services on page 147*.

Initially, boot the SMB port.

1. Connect the machine to the network.

2. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

4. Select [System Settings] in the menu at the left side of the screen.

5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Port Settings] in the [Features] menu.

7. Select [SMB], and then [Change Settings].

8. Select [Port Status] and [Change Settings].

9. Select [Enabled], and then [Save].

Next, establish TCP/IP if you use an IP address for your network environment.

1. Select [Connectivity & Network Setup] in the [Group] menu.

2. Select [Protocol Settings] in the [Features] menu.

3. Under [TCP/IP - IP Mode], select [IPv4 Mode], [IPv6 Mode], or [Dual Stack].

When [IPv4 Mode] or [Dual Stack] is selected in step 3

4. Select [IP Address Resolution], and then [Change Settings].

5. Select a method for establishing an IP address from [DHCP], [BOOTP], [RARP], [DHCP/Autonet], and [STATIC], and then select [Save].

NOTE: Use the DHCP server together with the Windows Internet Name Server (WINS) server.

If you selected [STATIC] in step 5, then proceed to step 6 to configure the protocol settings. Otherwise, proceed to step 12.

6. Select [IPv4 - IP Address], and then [Change Settings].

7. Use the keypad on the screen to enter an IP address for the machine in the format "xxx.xxx.xxx.xxx". When you have finished entering all values, select [Save].

8. Select [IPv4 – Subnet Mask], and then [Change Settings].

9. Using the same method as in step 7, enter a subnet mask.

10. Select [IPv4 – Gateway Address], and then [Change Settings].

11. Using the same method as in step 7, enter a gateway address.

NOTE: If you do not wish to set the gateway address, leave this field blank.

12. Select [IPv4 – IP Filter], and then [Change Settings].

13. Select [Enabled] to filter access to the machine.

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

14. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

When [IPv6 Mode] or [Dual Stack] is selected in step 3

4. Set [IPv6 Address Manual Configuration].

NOTE: Select [Enabled] when the machine is connected to a network on which IPv6 stateless address autoconfiguration is disabled, or when you want to set a static IPv6 address.

If you selected [Enabled] in step 4, proceed to step 5. Otherwise, proceed to step 11.

5. Select [Manually Configured IPv6 Address], and then [Change Settings].

6. Use the keypad on the screen to enter an IP address for the machine in the format "xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx". Select [Save].

7. Select [Manually Configured IPv6 Prefix], and then [Change Settings].

8. Enter an IP address prefix, and then select [Save].

9. Select [Manually Configured IPv6 Gateway], and then [Change Settings].

10. Using the same method as in step 6, enter a gateway address.

11. Select [IPv6 – IP Filter], and then select [Enabled] or [Disabled].

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

12. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

Computer Setup

Install the print driver on the client computer. Refer to the HTML document on the PCL Print Driver CD-ROM.

Test Print

Make sure the machine has been installed on the network correctly by submitting a test print from each client computer. Perform the following steps.

1. Open a document on a client computer.

2. Select the machine as the printer.

3. Print the document on the machine and verify that it prints correctly.

4. Make sure that the print driver is installed on every computer that will be sending jobs to the machine.

5. Repeat the test for all computers that will be sending jobs to the machine.

The installation process is now complete.

TCP/IP (LPD or Port9100)

This section explains how to set up the machine to print from a Windows computer through LPD or Port9100. The following information is provided:

Information Checklist

Before starting these procedures, make sure that the following items are available or have been performed.

Item	By
An existing operational network utilizing TCP/IP is required. These procedures are not designed to install a network.	Customer
Obtain and record the following information: • IP address • Gateway address • Subnet mask (for IPv4) / Prefix (for IPv6) • Host name	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer
Install the print driver.	Customer

If problems are encountered during machine setup, refer to *Problem Solving on page 341*.

TCP/IP (LPD or Port9100) Environments

System configuration

As the machine supports the LPD and Port9100 protocol, you can print directly from a Windows computer.

When printing from Windows NT4.0/Windows 2000/Windows XP/Windows Server 2003/Windows Vista computers through the LPD port, use the OS standard LPR port.

When printing through Port9100, change the necessary settings on the computers.

The transport protocol for LPD and Port9100 can be TCP/IP.

You will also need to set up the IP address on the machine and the Windows computers.

NOTE: Windows NT 4.0 does not support printing through Port9100.

Target computers

The following computers support printing through LPD or Port9100.

Connection	OS	Protocol
LPD port	Windows NT 4.0 Windows 2000 Windows XP Windows Server 2003 Windows Vista	TCP/IP
Port9100	Windows 2000 Windows XP Windows Server 2003 Windows Vista	TCP/IP

NOTE: The optional PostScript Kit is required when you print from a Macintosh.

TCP/IP (LPD or Port9100) Installation

This section describes how to set up the machine to use the LPD and Port9100 protocols.

Installation Procedure

There are three stages to enable printing on the machine through LPD or Port9100.

Network Communication Setup

Enable the following ports using the touch screen or CentreWare Internet Services.

- Printing through LPD: LPD port
- Printing through Port9100: Port9100 port

Set the IP address using the touch screen.

Computer Setup

This requires the computers in the networking environment to be configured to communicate with the machine.

Test Print

A print job should be submitted to make sure that the machine has been installed and configured correctly.

Network Communication Setup

This section describes how to set up the network communication parameters of the machine.

At the machine, perform these steps.

NOTE: Keep the SNMP port enabled while you use the machine on the TCP/IP network.

NOTE: Some of the configuration options for this protocol are only available from CentreWare Internet Services. Refer to *CentreWare Internet Services on page 147*.

Initially, boot the LPD port or Port9100.

1. Connect the machine to the network.

2. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

4. Select [System Settings] in the menu at the left side of the screen.

5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Port Settings] in the [Features] menu.

7. If you are using the LPD port, select [LPD] and [Change Settings]. If you are using Port9100, select [Port9100] and [Change Settings].

8. Select [Port Status] and [Change Settings].

9. Select [Enabled] and [Save].

Next, establish TCP/IP.

1. Select [Connectivity & Network Setup] in the [Group] menu, and then select [Protocol Settings] in the [Features] menu.

2. Under [TCP/IP - IP Mode], select [IPv4 Mode], [IPv6 Mode], or [Dual Stack].

When [IPv4 Mode] or [Dual Stack] is selected in step 2

3. Select [IP Address Resolution], and then [Change Settings].

4. Select a method for establishing an IP address from [DHCP], [BOOTP], [RARP], [DHCP/Autonet], and [STATIC], and then select [Save].

NOTE: Use the DHCP server together with the Windows Internet Name Server (WINS) server.

If you selected [STATIC] in step 4, then proceed to step 5 to configure the protocol settings. Otherwise, proceed to step 11.

5. Select [IPv4 - IP Address], and then [Change Settings].

6. Use the keypad on the screen to enter an IP address for the machine in the format "xxx.xxx.xxx.xxx". When you have finished entering all values, select [Save].

7. Select [IPv4 – Subnet Mask], and then [Change Settings].

8. Using the same method as in step 6, enter a subnet mask.

9. Select [IPv4 – Gateway Address], and then [Change Settings].

10. Using the same method as in step 6, enter a gateway address.

NOTE: If you do not wish to set the gateway address, leave this field blank.

11. Select [IPv4 – IP Filter], and then [Change Settings].

12. Select [Enabled] to filter access to the machine.

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to the *CentreWare Internet Services on page 147*.

13. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

When [IPv6 Mode] or [Dual Stack] is selected in step 2

3. Set [IPv6 Address Manual Configuration].

NOTE: Select [Enabled] when the machine is connected to a network on which IPv6 stateless address autoconfiguration is disabled, or when you want to set a static IPv6 address.

If you selected [Enabled] in step 3, proceed to step 4. Otherwise, proceed to step 10.

4. Select [Manually Configured IPv6 Address], and then [Change Settings].

5. Use the keypad on the screen to enter an IP address for the machine in the format "xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx". Select [Save].

6. Select [Manually Configured IPv6 Prefix], and then [Change Settings].

7. Enter an IP address prefix, and then select [Save].

8. Select [Manually Configured IPv6 Gateway], and then [Change Settings].

9. Using the same method as in step 5, enter a gateway address.

10. Select [IPv6 – IP Filter], and then select [Enabled] or [Disabled].

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

11. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

Computer Setup

Install print drivers on each client computer that will be sending print jobs to the machine, and map to the machine as a printer. Refer to the HTML document on the PCL Print Driver CD-ROM or to the document provided with the optional PostScript Kit.

Test Print

To make sure that the machine has been installed on the network correctly, a test print should be submitted from each client computer. Perform the following steps.

1. Open a document on a client computer.

2. Select the machine as the printer to which the selected document will be sent.

3. Print the document on the machine and verify that it prints correctly.

4. Make sure that the driver is installed on every computer that will be sending jobs to the machine.

5. Repeat the test for all computers that will be sending jobs to the machine.

The installation process is now complete.

If the test print fails, refer to *Problem Solving on page 341*.

USB Port

This section explains how to set up the machine in a USB port environment. The following information is provided:

Information Checklist

Before starting the USB port installation procedures, make sure that the following items are available or have been performed.

Item	By
USB Cable	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer
Install the print driver.	Customer

NOTE: The installation procedures will install the machine on the USB port of the host computer. The procedures are not intended to connect the host computer to other computers.

If problems are encountered during the installation of the machine, refer to *Problem Solving on page 341*.

USB Port Environment

System configuration

The machine can be connected directly to the USB port of a host computer. A document file can be sent from the host computer via the USB port to the machine for printing. Other computers can be connected via a network to the host computer. Each computer has a queue that can hold a number of files.

The document file is sent from the queue in the computer to the queue in the host computer, and then onto the queue in the machine to be printed.

Target computers

The following computers support printing through the USB port.

• Windows 2000/Windows ME/Windows XP/Windows Server 2003/Windows Vista

• Mac OS 8.6 through 9.2.2

• Mac OS X 10.X (10.1.5 or later)

NOTE: The optional PostScript Kit is required when you print from a Macintosh.

USB Port Installation

Follow these installation procedures for using the machine on a USB port.

Installation Procedure

There are three stages required to install the machine on a USB port.

USB Port Communication Setup

This requires the machine to be set up for USB port printing.

Computer Setup

This requires the computer to be configured to print to the machine.

Test Print

A print job should be submitted to make sure that the machine has been installed and configured correctly.

USB Port Communication Setup

This section describes how to set up USB communication on the machine. The following parameters can be set depending on your requirements. These setups must be done without the USB cable connected.

This procedure is used to set up the USB communication parameters for the machine.

At the machine, perform these steps.

NOTE: Some of the configuration options for this protocol are only available from CentreWare Internet Services. Refer to *CentreWare Internet Services on page 147*.

1. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

2. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

3. Select [System Settings] in the menu at the left side of the screen.

4. Select [Connectivity & Network Setup] in the [Group] menu.

5. Select [Port Settings] in the [Features] menu.

6. Select [USB], and [Change Settings].

7. Select the item to be set, and then select [Change Settings].

8. Select the required value, and then [Save].

9. Repeat steps 7 and 8, if required.

Depending on your requirements, select the following communication parameters on the machine.

- Port Status
- Print Mode
- PJL
- Auto Eject Time
- Adobe Communication Protocol

NOTE: Adobe Communication Protocol can be set when the PostScript Kit (optional) has been installed.

Computer Setup

Before starting Computer Setup, make sure that the USB cable is disconnected from the computer.

Then perform the following steps.

1. Refer to the HTML document on the PCL Print Driver CD-ROM or to the document provided with the optional PostScript Kit, and install the print drivers for the machine on the computer that will be sending jobs to the machine.

2. Connect the USB cable to the machine and the computer.

3. Continue with *Test Print on page 261*.

Test Print

To make sure that the machine has been installed on the USB port correctly, submit a test print from each client computer. Perform the following steps.

1. Open a document on a computer.

2. Select the machine as the printer.

3. Print the document on the machine and verify that it prints correctly.

4. Repeat the test for all computers that will be sending jobs to the machine.

The installation process is now complete.

If the test print fails, refer to *Problem Solving on page 341*.

IPP (Internet Printing Protocol)

This section explains how to set up the machine to operate in an IPP (Internet Printing Protocol) environment. The following information is provided:

Information Checklist – page 262
IPP Environment – page 262
IPP Installation – page 263
Installation Procedure – page 263
Network Communication Setup – page 263
Computer Setup – page 265
Test Print – page 265

Information Checklist

Before starting the IPP installation procedures, make sure that the following items are available or have been performed.

Item	By
An existing operational TCP/IP network is required. These procedures are not designed to install a network.	Customer
Obtain and record the following information: • IP address • Gateway address • Subnet mask (for IPv4) / Prefix (for IPv6) • Host name	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer
Install the print driver.	Customer

If problems are encountered during the installation of the machine, refer to *Problem Solving on page 341*.

IPP Environment

System configuration

The machine supports Internet Printing Protocol (IPP). As Windows 2000/Windows XP/ Windows Server 2003/Windows Me/Windows Vista are installed with the client software needed to output to an IPP printer, you can specify this printer using the Add Printer Wizard. Using IPP, you can print to a remote printer through the Internet or intranet.

The transport protocol for IPP can be TCP/IP.

Target computers

The following computers support IPP.

Connection	OS	Protocol
IPP port	Windows 2000 Windows XP Windows Server 2003 Windows Me Windows Vista	TCP/IP

NOTE: For Internet printing from a Windows Me computer, the IPP port should be installed. For the IPP port installation, see the Windows Me documentation.

IPP Installation

Use the following procedure to install and use the machine in an IPP environment.

Installation Procedure

There are three stages.

Network Communication Setup

The machine needs to be set up for IPP.

Computer Setup

The computer needs to be configured to submit print data to the machine.

Test Print

A print job should be submitted to make sure that the machine has been installed and configured correctly.

Network Communication Setup

This section describes how to set up the network communication parameters for the machine.

At the machine, perform these steps.

NOTE: Keep the SNMP port enabled while you use the machine on the TCP/IP network.

NOTE: Some of the configuration options for this protocol are only available from CentreWare Internet Services. Refer to *CentreWare Internet Services on page 147*.

Initially, enable the IPP port.

1. Connect the machine to the network.

2. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

4. Select [System Settings] in the menu at the left side of the screen.

5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Port Settings] in the [Features] menu.

7. Select [IPP], and then [Change Settings].

8. Select [Port Status], and then [Change Settings].

9. Select [Enabled], and then [Save].

Next, establish TCP/IP.

1. Select [Connectivity & Network Setup] in the [Group] menu, and then select [Protocol Settings] in the [Features] menu.

2. Under [TCP/IP - IP Mode], select [IPv4 Mode], [IPv6 Mode], or [Dual Stack].

When [IPv4 Mode] or [Dual Stack] is selected in step 2

3. Select [IP Address Resolution], and then [Change Settings].

4. Select a method for establishing an IP address from [DHCP], [BOOTP], [RARP], [DHCP/Autonet], and [STATIC], and then select [Save].

NOTE: Use the DHCP server together with the Windows Internet Name Server (WINS) server.

If you selected [STATIC] in step 4, then proceed to step 5 to configure the protocol settings. Otherwise, proceed to step 11.

5. Select [IPv4 - IP Address], and then [Change Settings].

6. Use the keypad on the screen to enter an IP address for the machine in the format "xxx.xxx.xxx.xxx". When you have finished entering all values, select [Save].

7. Select [IPv4 – Subnet Mask], and then [Change Settings].

8. Using the same method as in step 6, enter a subnet mask.

9. Select [IPv4 – Gateway Address], and then [Change Settings].

10. Using the same method as in step 6, enter a gateway address.

NOTE: If you do not wish to set the gateway address, leave this field blank.

11. Select [IPv4 – IP Filter], and then [Change Settings].

12. Select [Enabled] to filter access to the machine.

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

13. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

When [IPv6 Mode] or [Dual Stack] is selected in step 2

3. Set [IPv6 Address Manual Configuration].

NOTE: Select [Enabled] when the machine is connected to a network on which IPv6 stateless address autoconfiguration is disabled, or when you want to set a static IPv6 address.

If you selected [Enabled] in step 3, proceed to step 4. Otherwise, proceed to step 10.

4. Select [Manually Configured IPv6 Address], and then [Change Settings].

5. Use the keypad on the screen to enter an IP address for the machine in the format "xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx". Select [Save].

6. Select [Manually Configured IPv6 Prefix], and then [Change Settings].

7. Enter an IP address prefix, and then select [Save].

8. Select [Manually Configured IPv6 Gateway], and then [Change Settings].

9. Using the same method as in step 5, enter a gateway address.

10. Select [IPv6 – IP Filter], and then select [Enabled] or [Disabled].

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

11. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

Computer Setup

Install a print driver on each client computer that will be sending print jobs to the machine, and map to the machine as a printer. Refer to the HTML document on the PCL Print Driver CD-ROM for additional information.

"/ipp" needs to be entered at the end of the string in order for the printer to be detected.

If you specify the printer using the IP address, use one of the following formats depending on your machine configuration. The IPv6 format is supported on Windows Vista only. An IPv6 address needs to be enclosed in square brackets.

> (For IPv4) http://xxx.xxx.xxx.xxx/ipp

> (For IPv6) http://[xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx]/ipp

Test Print

To make sure that the machine has been installed on the network correctly a test print should be submitted from each client computer. Perform the following steps.

1. Open a document on a client computer.

2. Select the machine as the printer to which the selected document will be sent.

3. Print the document on the machine and verify that it prints correctly.

4. Make sure that the driver is installed on every computer that will be sending jobs to the machine.

5. Repeat the test for all computers that will be sending jobs to the machine.

The installation process is now complete.

9 E-mail Environment Settings

This chapter explains how to set up the e-mail feature on the machine. Some models do not support the e-mail feature. Some models require optional kits to use the e-mail feature. For details, contact the Xerox Welcome Center.

In this chapter, the following information is provided:

E-mail Overview

You can send and receive e-mails using the machine.

When sending and receiving an e-mail, the following features are available.

- Scan to E-mail
- E-mail Print
- E-mail Notification Service
- Notify Job End by E-mail

Scan to E-mail

You can send the scanned documents as an e-mail attachment to one or more e-mail address destinations. You can select the format of the scanned data to be TIFF, PDF, or XPS.

E-mail Print

You can send an e-mail from a computer to the machine, with a TIFF or PDF document attached. Upon receiving the e-mail, the machine will print it out automatically.

E-mail Notification Service

You can configure the machine to send an e-mail to a specified address. The e-mail will give notice whenever an error occurs on the machine, or a history of failed e-mail reception requests or print requests.

You can also configure the machine so that an e-mail is sent notifying the completion of a print job which has been requested from your computer.

Notify Job End by E-mail

This is one of the E-mail Notification Service features described in the previous paragraph.

You can configure the machine to notify the end of a print job via e-mail. On your print driver, enable this feature and specify the addresses to notify of print job completion. For information about how to make these settings, refer to the print driver's Help.

Information Checklist

Before enabling the e-mail feature, make sure that the following items are available or have been performed.

Item	By
An existing operational network utilizing TCP/IP is required. These procedures are not designed to install a network.	Customer
Obtain and record the following information: • IP address • Gateway address • Subnet mask (for IPv4) / Prefix (for IPv6) • Machine Host name • Machine E-Mail Account • SMTP Server Address or Server Name • DNS Server Name if Mail Server Names are used instead of Mail Server Addresses. • LDAP Server Address if global search is required.	Customer
Set up the mail server and e-mail accounts.	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer

NOTE: You must have an Internet service provider if you wish to acquire an E-mail account through ISP.

If problems are encountered during machine setup, refer to *Problem Solving on page 341*.

E-mail Environments

System Requirements

The following are required for the machine.

- Scan To E-mail Kit is required to send scanned documents as e-mail attachments.
- The machine is connected to the network using TCP/IP.
- The environment allows the sending and receiving of e-mail.

Item	Correspondent Specifications
ITU-T Recommendations	ITU-T T.37, T.30, F.185 and E.164
E-mail forwarding	RFC2304, RFC2305
DSN function	RFC1891, 1894
MDN function	RFC2298
SMTP receiving	RFC821, 822, 1869
POP3 receiving	RFC1939
MIME version	Version1.0 (RFC2049)

NOTE: A file may not be printed if the format differs from those in the above table.

NOTE: It is recommended to use Microsoft Outlook Express 5.5/6.0 or Netscape 7 as the e-mail software.

E-mail Installation

This section describes how to enable the e-mail feature.

Installation Procedure

To use the e-mail feature, configure the following settings on the machine.

Network Communication Setup

Use the touch screen to set the following ports to [Enabled].

- Receive E-mail
- Send E-mail
- E-mail Notification Service

Then, set the IP address.

Finally, set the other items required for the e-mail feature.

Test Mail

An e-mail job should be submitted to make sure that the machine has been installed and configured correctly.

Network Communication Setup

NOTE: Some of the configuration options for this protocol are only available from CentreWare Internet Services. Refer to *CentreWare Internet Services on page 147*.

NOTE: Keep the SNMP port enabled while you use the machine on the TCP/IP network.

Initially, activate the ports for e-mail.

1. Connect the machine to the network.

2. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

4. Select [System Settings] in the menu at the left side of the screen.

5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Port Settings] in the [Features] menu.

7. Select the required port and then [Change Settings].

   • Scan to E-mail: [Send E-mail]

   • E-mail Print: [Receive E-mail]

   • E-mail Notification Service/Notify Job End by E-mail: [E-mail Notification Service]

8. Select [Port Status], and then [Change Settings].

9. Select [Enabled], and then [Save].

Next, establish TCP/IP.

1. Select [Connectivity & Network Setup] in the [Group] menu, and then select [Protocol Settings] in the [Features] menu.

2. Under [TCP/IP - IP Mode], select [IPv4 Mode], [IPv6 Mode], or [Dual Stack].

When [IPv4 Mode] or [Dual Stack] is selected in step 2

3. Select [IP Address Resolution], and then [Change Settings].

4. Select a method for establishing an IP address from [DHCP], [BOOTP], [RARP], [DHCP/Autonet], and [STATIC], and then select [Save].

NOTE: Use the DHCP server together with the Windows Internet Name Server (WINS) server.

If you selected [STATIC] in step 4, then proceed to step 5 to configure the protocol settings. Otherwise, proceed to step 11.

5. Select [IPv4 - IP Address], and then [Change Settings].

6. Use the keypad on the screen to enter an IP address for the machine in the format "xxx.xxx.xxx.xxx". When you have finished entering all values, select [Save].

7. Select [IPv4 – Subnet Mask], and then [Change Settings].

8. Using the same method as in step 6, enter a subnet mask.

9. Select [IPv4 – Gateway Address], and then [Change Settings].

10. Using the same method as in step 6, enter a gateway address.

NOTE: If you do not wish to set the gateway address, leave this field blank.

11. Select [IPv4 – IP Filter], and then [Change Settings].

12. Select [Enabled] to filter access to the machine.

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

13. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

When [IPv6 Mode] or [Dual Stack] is selected in step 2

3. Set [IPv6 Address Manual Configuration].

NOTE: Select [Enabled] when the machine is connected to a network on which IPv6 stateless address autoconfiguration is disabled, or when you want to set a static IPv6 address.

If you selected [Enabled] in step 3, proceed to step 4. Otherwise, proceed to step 10.

4. Select [Manually Configured IPv6 Address], and then [Change Settings].

5. Use the keypad on the screen to enter an IP address for the machine in the format "xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx". Select [Save].

6. Select [Manually Configured IPv6 Prefix], and then [Change Settings].

7. Enter an IP address prefix, and then select [Save].

8. Select [Manually Configured IPv6 Gateway], and then [Change Settings].

9. Using the same method as in step 5, set a gateway address.

10. Select [IPv6 – IP Filter], and then select [Enabled] or [Disabled].

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

11. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

E-mail Setting Setup

Finally, set the other items required for the e-mail feature.

1. Select [System Settings] in the menu at the left side of the screen.

2. Select [Connectivity & Network Setup] in the [Group] menu.

3. Select the following items, and then [Change Settings].

- [Machine's E-mail Address/Host Name]
    - E-mail Address
    - Machine Name
    - Host Name – This is the TCP/IP and SMB Host Name of the device.
    - Domain Name – This is the DNS information.
- [Outgoing/Incoming E-mail Settings] > [POP3 Server Settings]: when receiving E-mail via POP3
    - POP3 Server Name/IP Address – If server name is used, then DNS needs to be configured properly via CentreWare Internet Services.
    - POP3 Port Number
    - POP3 Polling Interval
    - POP3 Login name – POP3 login name used for SMTP Authentication
    - POP3 Password – POP3 password used for SMTP Authentication
    - POP Password Encryption
- [Outgoing/Incoming E-mail Settings] > [SMTP Server Settings]: when sending or receiving E-mail via SMTP
    - SMTP Server Name/IP Address – If server name is used then DNS needs to be configured properly via CentreWare Internet Services.
    - SMTP Server Port Number
    - E-mail Send Authentication
    - SMTP AUTH Login Name – SMTP login name used for SMTP Authentication.
    - SMTP AUTH Password – SMTP password used for SMTP Authentication.
- [Outgoing/Incoming E-mail Settings] > [Domain Filtering]: if required
    - Domain Filtering – This field will be populated ONLY if restriction is required on sending e-mail to certain domains.
    - Domain 1 to 50
- [Other Settings]
    - E-mail Receive Protocol
    - Output Destination for E-mail

4. Select [Save]

Test Mail

To make sure that the e-mail feature has been set up successfully, perform the following steps:

Scan to E-mail

1. Load a document.

2. Select [E-mail] on the All Services screen.

3. Select the required features for the job.

4. Enter the e-mail address of the recipient.

5. Press the <Start> button.

The document will be scanned and converted to the format that you specified. Then it will be sent as an e-mail attachment.

E-mail Print

1. Use your e-mail software to create an e-mail and then attach a TIFF or PDF document.

2. Enter the e-mail address of the receiving machine.

3. Send the e-mail.

4. After the machine has received the e-mail, printing starts automatically.

10 Scanner Environment Settings

This chapter explains how to set up scanning services in the supported environments. Some models do not support scanning services. Some models require optional kits to use scanning services. For details, contact the Xerox Welcome Center.

In this chapter, the following information is provided.

Scanning Overview

Scanning Services brings the versatility of network scanning to the workstation. By combining the power of the machine, CentreWare Internet Services, and third-party applications, scanning services provides a network solution for all scanning requirements.

Scanning features can be programmed and documents can then be scanned and transferred to a file server. You can access those documents from your workstation, or share them with other users connected to the network.

The stored scanned document can be opened by any software application that can view or edit TIFF/PDF/XPS files.

NOTE: XPS stands for XML Paper Specification.

Scanning with the machine

Scanning services enables multiple users to use the machine to scan and store documents. With the power of the local area network, multiple users can access the machine and use it to scan documents.

To perform network scanning, the machine must be installed on a local area network using TCP/IP protocol. To retrieve a scanned document file, it must be transferred to a file server.

NOTE: ASCII characters are used for the user name, password, and all job template fields when assigned using Scanning Services.

Scanning Process

The machine has five types of scanning functions.

- Scan to E-mail
- Scan to Mailbox
- Network Scanning
- Scan to PC (FTP)
- Scan to PC (SMB)

The setup procedures are as follows.

Scan to E-mail Setup

Hard copies can be scanned at the machine and sent to remote clients as e-mail attachments in Single TIFF, Multi TIFF, PDF, or XPS format. SMTP and POP3 mail servers are used to send and receive e-mail respectively.

NOTE: XPS stands for XML Paper Specification.

Prerequisites for Scan to E-mail Setup

1. Confirm that an existing operational network using TCP/IP is available.

2. Confirm that DNS and the Domain Name have been correctly setup for the multifunction machine.

3. Confirm that the following ports are enabled:

- Scan to E-mail: [Send E-mail]
- E-mail Print: [Receive E-mail]
- E-mail Notification Service/Notify Job End by E-mail: [E-mail Notification Service]

Data to Set Up E-mail	Install Requirement	Comments
SMTP mail server Host Name or IP address	Required	If using an external mail server, your Internet Service Provider will provide you with the mail server name or IP address.
SMTP login/password	Required*	
WorkCentre E-mail address	Required	
Local e-mail addresses	Optional	A Local Address Book can be created to store e-mail addresses.
LDAP server address can be enabled	LDAP Host Name	Displays only e-mail addresses on the corporate (LDAP) internal address book.

* Only if the SMTP server requires login and password for authentication.

Procedure for Scan to E-mail Setup

1. From a workstation, open up a web browser (such as Internet Explorer), and then enter the Internet address of the machine. If connected properly, you should see the CentreWare Internet Services web page for your machine.

NOTE: If you use the IP address to specify the machine, use one of the following formats depending on your machine configuration. The IPv6 format is supported on Windows Vista only. An IPv6 address needs to be enclosed in square brackets.

(For IPv4) http://xxx.xxx.xxx.xxx

(For IPv6) http://[xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx]

NOTE: If you have changed the port number from the default port number "80", append the number to the Internet address as follows. In the following examples, the port number is 8080.

(For IPv4) http://xxx.xxx.xxx.xxx:8080

(For IPv6) http://[xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx]:8080

2. Set up the SMTP server configuration via CentreWare Internet Services:

1) Click the [Properties] tab.

2) Click the [Connectivity] folder, and then the [Protocol Settings] folder.

3) Click [SMTP Server].

4) Enter the SMTP mail server Host Name or IP address and Port number (the default is port 25).

5) Click on [Apply].

3. Set up the Machine E-mail address:

1) Click the [Properties] tab.

2) Click on [Description].

3) Set [Machine's E-mail Address].

4) Click on [Apply].

4. On the machine, load a sample document that you want to e-mail into the document feeder.

5. Select the [E-mail] button on the touch screen.

6. There are three ways to specify an e-mail destination:

- Select [New Recipients] to type in e-mail addresses using the screen keyboard.
- Select [Address Book], and then select [List all public entries] or [Search Public] from the drop-down menu to select e-mail addresses.
- If LDAP is enabled, you can select [Address Book], and then select [Search Network] from the drop-down menu to select e-mail addresses.

7. Press the <Start> button on the machine.

8. Verify that the recipient(s) received the e-mail with the document attached.

Scan to E-mail Troubleshooting

For internal corporate mail servers, substitute the word "Corporate" for "ISP" in the following troubleshooting table.

Symptom	Possible Cause	Resolution/Validation
SMTP error at multifunction machine	Incorrect Mail Server of Host Name	Validate that the correct ISP mail server name has been entered in the SMTP Host Name field.
	Incorrect settings in Microsoft Outlook Express	Verify that you can access the ISP mail server from within Microsoft Outlook Express and that all settings are correct.
	Incorrect multifunction machine e-mail address entered	Verify that the machine is using the correct e-mail address in the From: field. The E-mail address must match what the ISP's mail server is expecting.
	ISP requires SMTP authentication to their e-mail server	Check with your ISP to determine if this is a requirement. If so, enable SMTP authentication for the multifunction machine via CentreWare Internet Services.
	ISP does not allow e-mail on the standard port number 25	Check with your ISP to determine if this is a problem. Ask if they can accept e-mail on another port number. If so, change the SMTP port number for the multifunction machine via CentreWare Internet Services.
	ISP requires login to the e-mail account via Microsoft Outlook Express before allowing e-mail to be sent	Check with your ISP to determine if this is a requirement. If so, log in to the Microsoft Outlook Express account, and then try sending the e-mail. If this is successful, you can set Outlook Express to check e-mail every 5 or 10 minutes for the multifunction machine's e-mail account.

Scan to Mailbox Setup

This feature allows documents to be stored in a mailbox (public or private) for future processing.

Prerequisites for Scan to Mailbox Setup

Confirm that an existing operational network utilizing TCP/IP is available.

Target Computers

- Windows 2000/Windows XP/Windows Server 2003/Windows Vista

Data to Set Up Scan to Mailbox	Install Requirement	Comments
Mailboxes are created on the machine	Required	For additional information, refer to *Setup on page 122*.
Scan Driver is installed	Optional	This utility can be installed from the CD-ROM to view/print scanned documents.

Data to Set Up Scan to Mailbox	Install Requirement	Comments
CentreWare Internet Services	Optional	CentreWare Internet Services can be used to create/edit mailboxes and view/print scanned documents stored in mailboxes.

Procedure for Scan to Mailbox Setup through CentreWare Internet Services

1. From a workstation, open up a web browser (such as Internet Explorer), and then enter the Internet address of the machine. If connected properly, you should see the CentreWare Internet Services web page for your machine.

NOTE: If you use the IP address to specify the machine, use one of the following formats depending on your machine configuration. The IPv6 format is supported on Windows Vista only. An IPv6 address needs to be enclosed in square brackets.

(For IPv4) http://xxx.xxx.xxx.xxx

(For IPv6) http://[xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx]

NOTE: If you have changed the port number from the default port number "80", append the number to the Internet address as follows. In the following examples, the port number is 8080.

(For IPv4) http://xxx.xxx.xxx.xxx:8080

(For IPv6) http://[xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx]:8080

2. Create mailboxes:

1) Click the [Scan] tab.

2) Click the [Mailboxes] folder.

3) Click the [Create] button for a mailbox.

4) Enter the appropriate information.

5) Click on [Apply].

NOTE: If a passcode is set for a mailbox, users are prompted for the passcode when they access the mailbox.

3. From the touch screen, select [Scan to Mailbox].

1) Select the number of the mailbox to which you want to send a scanned document.

2) Load a sample document into the document feeder.

3) Press the <Start> button on the machine.

4. Verify that the scanned document is in the mailbox:

1) Select the number of the mailbox to which the scanned document was sent.

2) Select [Document List].

Procedure for Scan to Mailbox Setup through the Control Panel

1. Press the <Machine Status> button on the control panel.

2. Select the [Tools] tab.

3. On the [Tools] screen, select [Setup] in the menu at the left side of the screen, and then select [Create Mailbox] in the [Group] menu.

4. Select a mailbox number, and then select [Create/Delete].

5. Enter the information required.

NOTE: If a passcode is set for a mailbox, users are prompted for the passcode when they access the mailbox.

6. On the All Services screen, select [Scan to Mailbox].

1) Select the number of the mailbox to which you want to send a scanned document.

2) Load the sample document into the document feeder.

3) Press the <Start> button on the machine.

7. Verify that the scanned document is in the mailbox:

1) Select the number of the mailbox to which the document was sent.

2) Select [Document List].

Computer Setup

To retrieve scanned documents, install the scan driver or activate CentreWare Internet Services. For more information about the operating environment for the scan driver and the installation method, refer to the HTML document on the PCL Print Driver CD-ROM. For more information on how to retrieve the document, refer to *CentreWare Internet Services on page 147*.

Network Scanning Setup

Network Scanning uses the FTP, SMB, HTTP, HTTPS (HTTP over SSL/TLS), or Netware protocol to transfer scanned documents onto a server or a client. Templates and repositories (folders) need to be set up to enable Network Scanning. For details on how to set up templates and repositories, refer to *CentreWare Internet Services on page 147.*

Prerequisites for Network Scanning Setup

1. Confirm that an existing operational network utilizing TCP/IP is available.

2. Confirm that the following ports are enabled:

1) TCP/IP Port

2) FTP Client, SMB, or Netware Port (if the FTP, SMB, or Netware protocol is used.)

3. Confirm that your transfer protocol (FTP, SMB, HTTP, HTTPS, or Netware) is configured correctly.

For more details about each protocol settings, refer to the following section:

FTP: *Scan to PC Setup (FTP) on page 283*.

SMB: *Scan to PC Setup (SMB) on page 284*.

HTTP/HTTPS: *HTTP on page 193*. For HTTPS, also refer to *Configuration of HTTPS (SSL/TLS) Communication Encryption on page 298*.

Netware: *NetWare on page 183*.

4. A repository (folder) needs to be created on the server to hold scanned documents.

Data to Set Up Network Scanning	Install Requirement	Comments
Templates are created via CentreWare Internet Services or any other Xerox Network Scanning Solutions.	Required	Refer to *Job Templates on page 160*.
Repositories are created via CentreWare Internet Services or any other Xerox Network Scanning Solutions.	Required	Refer to *Network Scanning on page 204*.
Remote Authentication Server's IP Address	Optional	If Remote Authentication is required, then the Authentication feature needs to be enabled.

Procedure for Network Scanning Setup

1. Create templates and repositories via CentreWare Internet Services.

2. On the control panel, select [Network Scanning].

3. Select a template from the list. You can change any other value from the control panel without impacting the template configuration; only the current job will be affected.

4. Load a sample document into the document feeder.

5. Press the <Start> button on the machine. The job is sent to the server using the protocol as defined within the template.

6. Log on to the server. Navigate to the repository (folder) that was specified earlier. Your scanned document is located in that repository.

NOTE: If the authentication feature is enabled for the Network Scanning service, a separate login screen appears when [Network Scanning] is selected on the All Services screen. Users can use the service after authenticated.

Computer Setup

For more information about programming templates using CentreWare Internet Services, refer to *CentreWare Internet Services on page 147*.

Scan to Home Setup

The Scan to Home feature is supported through the Network Scanning service. Essentially, it is a template file (.xst) stored locally on the machine, but in a different directory than the Network Scanning templates or mailbox folders.

Users access the Scan to Home template by selecting the [Network Scanning] button on the All Services screen on the control panel. The machine queries LDAP to acquire the authenticated user's home directory, or uses the network home path predefined on the machine.

Prerequisites for Scan to Home Setup

1. Ensure the machine is fully functioning on the network prior to installation.

2. Install the Network Scanning kit.

3. Ensure that the TCP/IP and HTTP protocols are configured on the machine and fully functional. This is required to access CentreWare Internet Services to configure Network Scanning.

4. Ensure that the SMB port is enabled and the protocol is configured correctly.

5. If required, configure the LDAP protocol for the system (or an authenticated user) to log in to the LDAP server. LDAP is configured through CentreWare Internet Services using the following path: open your web browser, enter the IP address of the machine, click [Properties], click [Connectivity], click [Protocols], and finally, click [LDAP]. For more information, refer to *CentreWare Internet Services chapter on page 147.*

Procedures for Scan to Home Setup

The Scan to Home feature only works with Remote Authentication.

At Your Workstation:

Enabling Remote Authentication

1. Open your web browser and enter the IP address of the machine in the [Address] or [Location] field. Click [Enter].

2. Click the [Properties] tab.

3. Click [Security].

4. Click [Authentication Configuration].

5. In the [Login Type] box, select [Login to Remote Accounts].

6. Click [Apply]. The machine will reboot.

Selecting an Authentication System

1. Refresh the web browser.

2. On the [Properties] page, click [Security].

3. Click [Remote Authentication Servers].

4. Click [Authentication System], and then under [Authentication System Settings], click an authentication system. For more information on the settings for each authentication system, refer to *Remote Authentication Setup on page 332*.

5. Click [Apply]. The machine will reboot.

Configuring the Scan to Home Settings

1. Refresh the web browser.

2. On the [Properties] page, click [Services].

3. Click [Scan to Home].

4. Click [General].

5. On the [Scan to Home] page:

   a. On the [Status] line, place a check mark in the [Enabled] box.

   b. In the [Friendly Name] box, type in a user-recognizable name of up to 127 characters for the template that will appear in [Template Details] on the machine's touch screen.

   c. On the [Determine Home Directory] line, select the method of determining the home directory.

   Selecting [LDAP Query] queries the LDAP server with the user's authenticated login name and retrieves the user's home directory to set up the template scanning path to that directory.
   Selecting [No LDAP Query] uses the path specified under [Network Home Path].

   d. When [LDAP Query] was selected in step c, click [LDAP Mapping for Home Directory], and then specify an LDAP home directory.
   When [No LDAP Query] is selected in step c, specify a base directory path in [Network Home Path].

   e. If required, create a scanning subdirectory within the user's home directory, by enabling [Automatically Create Subdirectory] and then specifying a general name in [Subdirectory].

   f. If required, set [Append "User Name" to Path], [Automatically Create "User Name" directory if one does not exist], and [Directory Structure].

Scan to PC Setup (FTP)

Files can be scanned on the multifunction machine and routed on to a server or a client using FTP protocol. Directory structures (repositories) need to be created on the server to hold the scanned documents.

Prerequisites for Scan to PC Setup (FTP)

1. Confirm that an existing operational network utilizing TCP/IP is available.

2. FTP Server/Client exists and is running.

3. A repository (folder) needs to be created on the FTP server to hold the scanned document.

4. Confirm that the following ports are enabled:

   1) TCP/IP

   2) FTP Client

Data to Set Up Scan to PC (FTP)	Install Requirement	Comments
Repositories need to be set up on the FTP server.	Required	This is the location or path of the directory for saving scanned documents.

Data to Set Up Scan to PC (FTP)	Install Requirement	Comments
Server IP Address	Required	This is the IP address of the FTP server.
FTP Login/password information	Optional	This is required if the FTP server requires login/password authentication. Most FTP servers require a login/password.
Remote Authentication Server's IP Address	Optional	If Remote Authentication is required, then the Authentication feature needs to be enabled.

Procedure for Scan to PC Setup (FTP)

1. On the control panel, select [Scan to PC].

2. Enter all the information required. See the User Guide for more detailed information.

3. Load a sample document into the document feeder.

4. Press the <Start> button on the machine.

5. Log on to the FTP server. Navigate to the directory path (repository) that was set up earlier on the server. Your scanned document can be found in the specified directory.

NOTE: If Remote Authentication has been enabled, a separate login screen appears when the Scan to PC (FTP) service is selected. Documents are not scanned unless the authentication server authenticates user access.

Scan to PC Setup (SMB)

Files can be scanned on the multifunction machine and routed on to a server or a client using the SMB protocol. Directory structures (repositories) need to be created on the server to hold the scanned documents.

Prerequisites for Scan to PC Setup (SMB)

1. Confirm that an existing operational network utilizing TCP/IP is available.

2. An SMB Server exists and is running.

3. A repository (folder) needs to be created on the SMB server to hold the scanned document.

4. Confirm that the following ports are enabled:

1) TCP/IP Port

2) SMB Port

Data to Set Up Scan to PC (SMB)	Install Requirement	Comments
Server IP address	Required	This is the IP address of the SMB server.

Data to Set Up Scan to PC (SMB)	Install Requirement	Comments
Server Shared Name	Required	This is the name assigned to the shared folder on the SMB server.
Repository – directory path, where the document will be stored on the SMB server	Required	This is the location or path of the directory for saving scanned documents.
SMB Login/password information	Optional	This is required if the SMB server requires login/password authentication. Most SMB servers require a login/password.
Remote Authentication Server's IP Address	Optional	If Remote Authentication is required, then the Authentication feature needs to be enabled.

Procedure for Scan to PC Setup (SMB)

1. On the control panel, select [Scan to PC].

2. Enter all the information required. See the User Guide for more detailed information.

3. Load a sample document into the document feeder.

4. Press the <Start> button on the machine.

5. Log on to the SMB server. Navigate to the directory path (repository) that was set up earlier on the server. Your scanned document can be found in the specified directory.

NOTE: If Remote Authentication has been enabled, a separate login screen appears when the Scan to PC (SMB) service is selected. Documents are not scanned unless the authentication server authenticates user access.

Job Flow Service Setup

To use the Job Flow service, you need to enable the SOAP port, the SNMP port, and the Internet Services (HTTP) port, and then to set the IP address. The procedure for configuring the machine is as follows.

NOTE: The configuration can also be performed using CentreWare Internet Services. For details, refer to *CentreWare Internet Services on page 147*.

1. Enter the System Administration mode, and press the <Machine Status> button on the control panel and then select the [Tools] tab on the touch screen.

NOTE: For details on how to enter the System Administration mode, refer to *Setting Procedure on page 63*.

2. Enable the SOAP port.

    a. Ensure that [System Settings] is selected in the menu at the left side of the screen.

    b. Select [Connectivity & Network Setup] in the [Group] menu.

    c. Select [Port Settings] in the [Features] menu.

    d. Select [SOAP] and then select [Change Settings].

    e. Select [Port Status] and then select [Change Settings].

    f. Select [Enabled] and then select [Save].

    g. Select [Close] to display the [Port Settings] screen.

3. Enable the SNMP port.

    a. Select [SNMP] and then select [Change Settings].

    b. Select [Port Status] and then select [Change Settings].

    c. Select [Enabled] and then select [Save].

    d. Select [Close] to display the [Port Settings] screen.

    e. Enable the [Internet Service (HTTP)] port using the same procedure as stated above.

    f. Select [Close] repeatedly until the [Tools] screen is displayed.

4. Set an IP address.

    a. Select [Protocol Settings] in the [Features] menu.

    b. Select [TCP/IP - IP Mode] and then select an IP operation mode.

    c. According to the selected mode, configure the required protocol settings.

NOTE: For details on the protocol settings, refer to *Protocol Settings on page 92*.

    d. Select [Close] until the [Tools] screen is displayed.

5. Press the <Log In/Out> button on the control panel.

NOTE: If you changed any settings, the machine will reboot to register and enable the new settings. After the machine is rebooted, print a Configuration Report to confirm that the ports are enabled and TCP/IP is correctly configured.

6. Configure the SNMP port.

Start the transport protocol for the SNMP port using CentreWare Internet Services.

    a. Start a web browser on a computer.

    b. Access CentreWare Internet Services, by referring to *CentreWare Internet Services on page 147*.

    c. In CentreWare Internet Services, click the [Properties] tab.

    d. Click [Port Status].

    c. Select the [UDP] check box next to [SNMP].

    d. Click [Apply].

    e. If prompted, enter the System Administrator user ID and passcode, and click [OK].

    f. Click the [Reboot] button when it is displayed. If a [Reboot] button fails to be displayed, click the [Status] tab and then click [Reboot Machine] on the [Status] screen.

11 Internet Fax

This chapter explains how to set up the Internet Fax service of the machine. The following information is provided:

Internet Fax Overview

If the Fax Kit and the Internet Fax Kit are installed on the machine, you can send and receive scanned data as attachments, via an intranet or the Internet. This differs from a facsimile that transmits the data via a telephone line.

Some models do not support the Internet Fax service. Some models require optional kits to use the Internet Fax service. For details, contact the Xerox Welcome Center.

Information Checklist

Before enabling this service, make sure that the following items are available or have been performed.

Item	By
An existing operational network utilizing TCP/IP is required. These procedures are not designed to install a network.	Customer
Obtain and record the following information: • IP address • Gateway address • Subnet mask (for IPv4) / Prefix (for IPv6) • Host name	Customer
Set up the mail server and e-mail accounts.	Customer
Test the machine to make sure that it is fully installed and functioning correctly.	Customer
Install the Fax Kit and the Internet Fax Kit.	Customer

Internet Fax Environments

System Requirements

The following are required for the machine.

- The Fax Kit and the Internet Fax Kit

- The machine connected to the network using TCP/IP

- The environment allowing the sending and receiving of e-mails

Item	Correspondent Specifications
ITU-T Recommendations	ITU-T T.37, T.30, F.185 and E.164
Internet Fax format	Sending: RFC2301 (TIFFprofileS/F/J) and 600 x 600 dpi Receiving: RFC2301 (TIFFprofileS/F/J/C)
Facsimile forwarding	RFC2304, RFC2305
DSN function	RFC1891, 1894
MDN function	RFC2298
SMTP receiving	RFC821, 822
POP3 receiving	RFC1939
MIME version	Version1.0 (RFC2049)

NOTE: A file may not be printed if the format differs from those in the above table.

Internet Fax Installation

This section describes how to enable the Internet Fax service.

Installation Procedure

To use the Internet Fax service, configure the following settings on the machine.

Network Communication Setup

Use the touch screen to set the following ports to [Enabled].

- Receive E-mail

- Send E-mail

Then, set the IP address.

Finally, set the other items required for the Internet Fax service.

Test Internet Fax

An Internet Fax job should be submitted to make sure that the machine has been installed and configured correctly.

Network Communication Setup

NOTE: Some of the configuration options for this protocol are only available from CentreWare Internet Services. Refer to *CentreWare Internet Services on page 147*.

NOTE: Keep the SNMP port enabled while you use the machine on the TCP/IP network.

Initially, activate the port.

1. Connect the machine to the network.

2. Press the <Log In/Out> button on the control panel, and then type the System Administrator login ID to enter the System Administration mode.

NOTE: The passcode may also be required depending on the machine configuration.

3. Press the <Machine Status> button on the control panel, and then select the [Tools] tab on the screen.

4. Select [System Settings] in the menu at the left side of the screen.

5. Select [Connectivity & Network Setup] in the [Group] menu.

6. Select [Port Settings] in the [Features] menu.

7. Select [Receive E-mail] and then [Change Settings].

8. Select [Port Status] and then [Change Settings].

9. Select [Enabled] and then [Save].

10. On the [Port Settings] screen, select [Send E-mail] and then [Change Settings].

11. Select [Port Status] and then [Change Settings].

12. Select [Enabled] and then [Save].

Next, establish TCP/IP.

1. Select [Connectivity & Network Setup] in the [Group] menu, and then select [Protocol Settings] in the [Features] menu.

2. Under [TCP/IP - IP Mode], select [IPv4 Mode], [IPv6 Mode], or [Dual Stack].

When [IPv4 Mode] or [Dual Stack] is selected in step 2

3. Select [IP Address Resolution], and then [Change Settings].

4. Select a method for establishing an IP address from [DHCP], [BOOTP], [RARP], [DHCP/Autonet], and [STATIC], and then select [Save].

NOTE: Use the DHCP server together with the Windows Internet Name Server (WINS) server.

If you selected [STATIC] in step 4, then proceed to step 5 to configure the protocol settings. Otherwise, proceed to step 11.

5. Select [IPv4 - IP Address], and then [Change Settings].

6. Use the keypad on the screen to enter an IP address for the machine in the format "xxx.xxx.xxx.xxx". When you have finished entering all values, select [Save].

7. Select [IPv4 – Subnet Mask], and then [Change Settings].

8. Using the same method as in step 6, enter a subnet mask.

9. Select [IPv4 – Gateway Address], and then [Change Settings].

10. Using the same method as in step 6, enter a gateway address.

NOTE: If you do not wish to set the gateway address, leave this field blank.

11. Select [IPv4 – IP Filter], and then [Change Settings].

12. Select [Enabled] to filter access to the machine.

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to *CentreWare Internet Services on page 147*.

13. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

When [IPv6 Mode] or [Dual Stack] is selected in step 2

3. Set [IPv6 Address Manual Configuration].

NOTE: Select [Enabled] when the machine is connected to a network on which IPv6 stateless address autoconfiguration is disabled, or when you want to set a static IPv6 address.

If you selected [Enabled] in step 3, proceed to step 4. Otherwise, proceed to step 10.

4. Select [Manually Configured IPv6 Address], and then [Change Settings].

5. Use the keypad on the screen to enter an IP address for the machine in the format "xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx". Select [Save].

6. Select [Manually Configured IPv6 Prefix], and then [Change Settings].

7. Enter an IP address prefix, and then select [Save].

8. Select [Manually Configured IPv6 Gateway], and then [Change Settings].

9. Using the same method as in step 5, enter a gateway address.

10. Select [IPv6 – IP Filter], and then select [Enabled] or [Disabled].

NOTE: If you do not wish to use the IP filter feature, select [Disabled].

NOTE: Use CentreWare Internet Services to register the IP addresses which are not allowed to access the machine. Refer to the *CentreWare Internet Services on page 147*.

11. When you have finished establishing TCP/IP, select [Close] on the [Protocol Settings] screen.

Finally, set the other items required for the Internet Fax service.

1. Select [Connectivity & Network Setup] in the [Group] menu, and then select [Protocol Settings] in the [Features] menu.

2. Select the following items, and then [Change Settings].

- [Machine's E-mail Address/Host Name]
  - E-mail Address
  - Machine Name
  - Host Name

- – Domain Name
- • [Outgoing/Incoming E-mail Settings] > [POP3 Server Settings]: when receiving E-mail via POP3
  - – POP3 Server Name/IP Address
  - – POP3 Port Number
  - – POP3 Polling Interval
  - – POP3 Login Name
  - – POP3 Password
  - – POP Password Encryption
- • [Outgoing/Incoming E-mail Settings] > [SMTP Server Settings]: when sending or receiving E-mail via SMTP
  - – SMTP Server Name/IP Address
  - – SMTP Server Port Number
  - – E-mail Send Authentication
  - – SMTP AUTH Login Name
  - – SMTP AUTH Password
- • [Outgoing/Incoming E-mail Settings] > [Domain Filtering]: if required
  - – Domain Filtering
  - – Domain 1 to 50
- • [Other Settings]
  - – E-mail Receive Protocol
  - – Output Destination for E-mail
- • [Security Settings] > [S/MIME Settings]
  - – Device Certificate - S/MIME
  - – S/MIME Communication
  - – Receive Untrusted E-mail
  - – Receive Untrusted Internet Fax
  - – Message Digest Algorithm
  - – Message Encryption Method
  - – Digital Signature - Outgoing E-mail
  - – Signature - Outgoing Internet Fax
  - – Certificate Auto Store

3. Select [Save].

Test Internet Fax

To make sure that Internet Fax has been set up successfully, perform the following steps:

Sending:

1. Load a document.

2. Select [Internet Fax] on the All Services screen.

3. Select the required features for the job.

4. Enter the E-mail address of the recipient.

5. Press the <Start> button.

The document will be scanned and converted to TIFF format. Then it will be sent as an e-mail attachment.

Receiving:

When the machine receives an Internet Fax, printing starts automatically.

12 Server Fax

This chapter explains how to set up the Server Fax service of the machine. The following information is provided:

Server Fax Overview

If your machine is equipped with the Network Scanning Kit and the Server Fax Kit, you can use the Server Fax service that sends and receives image data through a separate, networked fax server with its own links to the telephone system.

A document scanned on the machine is converted into a TIFF file, and a job log is sent along with the image data to the fax server. The transferred image resides in a directory on the fax server (commonly known as a fax repository). The server monitors the repository for documents to be faxed, and faxes any documents it finds per the routing instructions contained in the job log.

As stated in this chapter, you will be setting up a network connection to a Xerox-certified, third party fax server (server running fax management software) which will receive, store, and redirect incoming documents to the server's fax boards, or other destinations determined by fax server software setup.

NOTE: Some models do not support the Server Fax service.

NOTE: The Fax and Internet Fax services, and the Server Fax service are mutually exclusive. While the Fax Server service is enabled, even if the Fax Kit and Internet Fax Kit are installed on the machine, they are detected as "not installed". During that time, therefore, Fax/Internet Fax transmission and reception are disabled and configuration reports show that the machine does not support the Fax or Internet Fax service. Also note that Mailbox to Fax (fax transmission using a job flow sheet) and Direct Fax are not available when the Server Fax service is enabled.

Server Fax Environments

System Requirements

The following are required to set up and use the Server Fax service.

- Network Scanning Kit
- Server Fax Kit
- Machine connection to a network using TCP/IP
- A fax server installed on the same network

Server Fax Installation

This section describes how to enable the Server Fax service.

Installation Procedure

To use the Server Fax service, configure the following for the machine and a fax server. For details, refer to the following sections.

Fax Server Installation and Configuration

1. Install and configure a fax server.
2. Create a fax repository on the server.
3. Create a user account (login name) and password for the machine on the server.
4. Set to monitor the fax repository for incoming documents.

Machine Configuration

1. Set TCP/IP and HTTP.
2. Enable the port to be used for the Server Fax service.
3. Enable the Server Fax service.
4. Configure the Server Fax settings.

Test Server Fax Transmission

Submit a Server Fax job to make sure that the Server Fax service has been configured correctly.

Fax Server Installation and Configuration

1. Install and configure a Xerox-certified, third party fax server following the fax management software manufacturer's instructions. The transfer protocols available for the Server Fax service are FTP, SMB, and SMTP. If the fax server uses TCP/IP to communicate, it is recommended that the server is assigned a static IP address.

2. Follow the fax server software manufacturer's instructions to create a fax repository (a directory to store transferred images).

3. Create a user account (login name) and password for the machine on the server. Make sure that the machine has full access rights to the fax repository.

4. Configure the fax server, referring to the fax management software manufacturer's documentation, so that it is able to monitor the fax repository for incoming documents.

NOTE: Follow the fax server software manufacturer's instructions for any other settings required to use the Fax Server service.

Machine Configuration

1. Set TCP/IP and HTTP for the machine. This is required to access CentreWare Internet Services, which can be used to configure Server Fax settings from a networked computer. For details on how to set TCP/IP and HTTP, refer to *CentreWare Internet Services Installation on page 148*.

2. Enable the port to be used for the Server Fax service. The transfer protocols available for the Server Fax service are FTP, SMB, and SMTP. For details on how to enable a port, refer to *Port Settings on page 90*.

NOTE: To verify that TCP/IP and HTTP are correctly configured and the port is enabled, you can print a Configuration Report. For information on the Configuration Report, refer to *Machine Status on page 49*.

3. Follow the steps below to enable the Server Fax service, to set the fax repository (the directory on the Server Fax server to store transferred images), and then to set the protocol.

1) Start a web browser on a computer.

2) In the URL field, enter "http://" followed by the Internet address of the machine. Then press the <Enter> key on the keyboard.

NOTE: If you use the IP address to specify the machine, use one of the following formats depending on your machine configuration. The IPv6 format is supported on Windows Vista only. An IPv6 address needs to be enclosed in square brackets.

(For IPv4) http://xxx.xxx.xxx.xxx

(For IPv6) http://[xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx]

NOTE: If you have changed the port number from the default port number "80", append the number to the Internet address as follows. In the following examples, the port number is 8080.

(For IPv4) http://xxx.xxx.xxx.xxx:8080

(For IPv6) http://[xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx:xxxx]:8080

The following describes how to enable the Server Fax service. If the Fax service is not installed on the machine, skip steps 3) to 7) and proceed to step 8).

3) In CentreWare Internet Services, click the [Properties] tab.

4) Expand the [Services] folder, and then expand the [Fax] folder.

5) Click [Fax Settings], and then under [Fax Service], select [Scan to Fax Server].

6) Click the [Apply] button.

7) On the right frame of the screen, click [Reboot Machine] to reflect the setting.

The following describes how to configure the repository settings. The repository settings can only be configured using CentreWare Internet Services.

8) In CentreWare Internet Services, click the [Properties] tab.

9) Expand the [Services] folder, and then expand the [Fax] folder.

10) Click [Defaults].

11) On the [General] screen, set [Job Log] and [Confirmation Sheet].

12) Click [Apply] to reflect the settings.

13) On the tree in the left frame, click [Fax Repository setup].

14) On the right frame, set the items under [Fax Destination].

15)Select a protocol.

NOTE: When [FTP] or [SMB] is selected, faxes will be sent to the destination specified under [Fax Destination]. When [SMTP] is selected, faxes will be sent to the destination specified in the E-mail settings.

• When [FTP] or [SMB] is selected

Set the server that is to be used for the Server Fax service.

– IP Address/Host Name & Port (If the port number is blank or set to "0", the default port number (FTP:21 or SMB:139) will be used.)

NOTE: The IP address must be in IPv4 format.

– Share (SMB only)

– Document path

– Login name

– Password

– Retype password

• When [SMTP] is selected

The SMTP server settings conform to the E-mail settings. For details on the SMTP server settings, refer to *Scan to E-mail Setup on page 276*.

On the [Fax Repository Setup] screen, the following SMTP settings are required.

– Domain name (The IPv6 format is not supported.)

– E-mail address display format

16)Click [Apply] to reflect the settings.

Test Server Fax Transmission

To make sure that Server Fax has been set up correctly, perform the following steps:

1. Load a document.

2. Make sure that the Server Fax service is enabled.

3. Select [Fax] on the All Services screen.

4. Select the required features for the job.

5. Specify a destination.

6. Press the <Start> button.

13 Security - Encryption/Digital Signature

This chapter describes how to configure the encryption and digital signature features for the machine.

The following information is provided:

NOTE: Some of the features described in this chapter are optional, and may not apply to your machine configuration.

Types of Encryption/Digital Signature Services Available

The communication data between the machine and computers on a network can be encrypted.

Encryption for the machine, as described in this chapter, is set up using CentreWare Internet Services.

NOTE: For details on CentreWare Internet Services, refer to *CentreWare Internet Services on page 147*.

The quickest and easiest, although not the most reliable, method to use to set up initial HTTP communication encryption is the generation of a self-signed certificate (as stated under *Configuration of HTTPS (SSL/TLS) Communication Encryption on page 298*).

To manage digital certificates stored in the machine, click [Machine Digital Certificate Management] in the [Security] folder on the [Properties] page of CentreWare Internet Services.

Encryption of HTTP Communications from a Client to the Machine (Server Certificate)

The SOAP port, Internet service (HTTP) port, IPP port, and WebDAV port use the HTTP server of the machine.

The SSL/TLS suite of protocols is used in the encryption of HTTP communications from a client to the machine. A user of a client computer accesses the machine's HTTP server by typing "https://", followed by the Internet address of the machine, into the [Address] box of a web browser application. The machine then offers the client a Digital Certificate, which the client accepts (after reviewing the validity of same). Upon acceptance of the Digital Certificate, a Public Key exchange takes place, encryption algorithms are agreed upon between the two parties, and the client uses the server's Public Key to communicate with the server using digitally signed and encrypted data. Digital certificates imported from a Certificate Authority, or self-signed certificates created with CentreWare Internet Services, can be used as SSL/TLS certificates on the machine's HTTP server.

Encryption of HTTP Communications from the Machine to a Remote Server (Client Certificate)

The SSL/TLS suite of protocols is used to encrypt HTTP communications with a remote server.

No client certificate is typically required for this activity. However, if a remote server is set to require an SSL client certificate, an SSL/TLS client certificate must be registered on the machine.

Digital certificates imported from a Certificate Authority can be used as SSL/TLS certificates on the machine's HTTP server.

NOTE: When Remote Server Certificate Validation is enabled, under [SSL/TLS Settings] in CentreWare Internet Services, the root certificate of the remote server must be registered to the machine (imported with Internet Services) to verify the digital certificate.

E-mail Encryption/Digital Signature

S/MIME certificates, imported from a Certificate Authority (in PKCS7 format), can be used on the machine's HTTP server for e-mail encryption.

To import S/MIME certificates, use [Machine Digital Certificate Management] in the [Security] folder on the [Properties] page of CentreWare Internet Services.

Encryption/Digital Signature of Scanned Files (PDF/XPS Documents)

While no digital signatures are required to encrypt PDF and XPS documents, these documents can be signed with imported PKCS12 digital signatures.

When digital signatures are added to PDF or XPS documents, scan file certificates imported to the machine from a Certificate Authority are typically used.

To import PKCS12 scan file certificates, use [Machine Digital Certificate Management] in the [Security] folder on the [Properties] page of CentreWare Internet Services.

IPsec

IPsec (typically used to encrypt FTP) can be enabled from the [Security] folder on the [Properties] page of CentreWare Internet Services.

Configuration of HTTPS (SSL/TLS) Communication Encryption

Installation Overview

Configuration on the Machine

Two methods are available depending on the type of certificate.

- Create a self-signed certificate on the machine with CentreWare Internet Services, and enable HTTPS. This method is used primarily for server certificates.

- Enable HTTPS, and import a signed certificate from a Certificate Authority using [Machine Digital Certificate Management] in the [Security] folder on the [Properties] page of CentreWare Internet Services.

NOTE: To see [Machine Digital Certificate Management], at least one certificate must have been created and stored on the machine. This is one of the reasons for creating a self-signed certificate.

NOTE: The [Trusted Certificate Management] folder does not appear under the [Security] folder until you enable [HTTPS (SSL/TLS) Communication].

Configuration on a Computer

Use Internet addresses beginning with "https" in web browser applications.

Configuring Certificates with CentreWare Internet Services

Configuration on the Machine

Two methods are available to configure certificates with CentreWare Internet Services: creating a self-signed certificate (for SSL server), and importing a signed certificate from a Certificate Authority.

This section describes how to create a self-signed certificate (for SSL server).

NOTE: When SSL communication is performed using a self-signed certificate created on the machine, or using a certificate with which the character code is indicated by UTF-8, the following occur:

- If Internet Explorer is used with Windows 98SE or earlier, the issuer/issuing place of the certificate will not be displayed correctly.

- SSL connection will not be made if Internet Explorer is used with Mac OS X 10.2 or later.

    This is because the operating system cannot recognize the character code (UTF-8) of the certificate. Use Netscape 7 in the above-mentioned OS environments.

For information on importing certificates with CentreWare Internet Services, refer to *Properties in the CentreWare Internet Services chapter on page 173.*

NOTE: When a certificate is to be imported, if the same certificate has been already registered in [Local Device] or [Others], the certificate cannot be imported. Delete the registered certificate before importing.

1. Start a web browser.

2. Enter the machine's Internet address (beginning with "https") into the Address box of your web browser, and press the <Enter> key.

Example: https://192.168.1.1/

3. Click the [Properties] tab.

4. Click [+] on the [Security] folder to display the items in the folder.

5. Click on [Machine Digital Certificate Management].

6. Generate a certificate.

a. Click the [Create Self-Signed Certificate] button.

b. Set [Public Key Size] as necessary.

c. Set [Issuer] as necessary.

d. Click the [Apply] button. When a screen to enter the user ID and passcode appears, enter the System Administrator user ID and passcode, and then click [OK].

NOTE: The default System Administrator user ID and passcode are "11111" and "x-admin" respectively.

7. Refresh the web browser.

8. Click [+] on the left of the [Security] folder to display the items in the folder.

9. Click [SSL/TLS Settings].

10. Select the [Enable] check box for [HTTP - SSL/TLS Communication].

11. Check [HTTP - SSL/TSL Communication Port Number].

12. Apply the settings.

    a. Click [Apply].

    b. The right frame on the web browser will change to the machine reboot display.

    c. Click [Reboot Machine]. The machine will be unavailable for a short period of time.

Configuration on a Computer

The following describes the configuration for a computer.

When encrypting communication between a web browser and the machine, enter an address beginning with "https" instead of "http" into the address column in the web browser.

    Example: https://192.168.1.1/

When encrypting IPP communications (Internet printing), enter an address beginning with "https", instead of "http", as the URL of a printer that is selected from [Add Printer].

NOTE: You will typically be presented with a Digital Certificate, which you need to accept in order to send encrypted files to the device. Digital Certificates represent the Public Key of the machine to which you are sending and must be accepted in order to allow the encryption process to take place.

No settings are needed to use the SOAP or WebDAV port.

Configuration of E-mail Encryption/Digital Signature

Installation Overview

Configuration on the Machine

Import an S/MIME certificate from a Certificate Authority (in PKCS7 format), and then configure the certificate on the machine using CentreWare Internet Services.

Configuration on a Computer

No special configuration is needed for remote computer receipt of encrypted e-mail. For sending encrypted e-mail to the machine, however, you will need a copy of the machine's S/MIME certificate on your computer to allow you to encrypt email to be sent to the machine. The S/MIME certificate represents the Public Key of the machine, allowing encryption to take place.

Configuring S/MIME Certificates with CentreWare Internet Services

To configure S/MIME certificates with CentreWare Internet Services, first enable HTTP communications (as stated under Configuration of HTTP Communication Encryption in this section). Next, import an S/MIME certificate from a Certificate Authority (in PKCS7 format). Finally, enable S/MIME.

1. Start a web browser.

2. Enter the machine's Internet address, beginning with "https", into the [Address] box of your web browser to access CentreWare Internet Services.

Example: https://192.168.1.1/

3. Click the [Properties] tab.

4. Confirm that the machine's e-mail address (under [Description]) is filled in. To use the E-mail service with this machine, [E-mail] has to be enabled and configured.

5. Click [+] on the left of the [Security] folder to display the items in the folder.

6. Click [Machine Digital Certificate Management].

7. Click [Upload Signed Certificate].

NOTE: When a certificate is to be imported, if the same certificate has been already registered in [Local Device] or [Others], the certificate cannot be imported. Delete the existing certificate before importing the new one.

    a. Enter the password into [Password].

    b. Re-enter the password into [Retype Password].

    c. Enter the name of the file you want to import, or select the file to be imported by clicking the [Browse] button.

    d. Click the [Import] button. When a screen to enter a user name and passcode appears, enter the System Administrator user ID and passcode, and then click [OK].

NOTE: The default System Administrator user ID and passcode are "11111" and "x-admin" respectively.

8. Refresh the web browser.

9. Click [+] on the left of [Security] to display the items in the folder.

10. Configure the certificate.

    a. Click [Certificates Management].

    b. Select [Local Device] for [Category], select [S/MIME] for [Certificate Purpose], and then click the [Display the List] button. If necessary, enter the System Administrator user ID and passcode and click [OK].

    c. Place a check mark in the box in front of the certificate you wish to view details for.

    d. Click the [Certificate Details] button.

    e. Click the [Use this certificate] button.

    f. Click [Reboot Machine]. The machine will reboot and the setting values will be reflected.

11. Refresh the web browser.

12. Click [+] on the left of [Security] to display the items in the folder.

13. Click [SSL/TLS Settings].

14. Select the [Enabled] check box for [S/MIME Communication].

15. Apply the settings.

    a. Click [Apply]. The Main Panel will display the [Reboot Machine] button.

    b. Click [Reboot Machine]. The machine will be unavailable for a short period of time.

16. Configure the settings for S/MIME.

    a. Refresh the web browser.

    b. Click [+] on the left of [Security] to display the items in the folder.

    c. Click [S/MIME Settings] and set the following items.

- Message Digest Algorithm

  Select a message digest algorithm from [SHA1] and [MD5].

- Message Encryption Method

  Select a contents encryption method from [3DES], [RC2-40], [RC2-64], and [RC2-128].

- Certificate Auto Store

  Place a check mark into the box to automatically save an S/MIME certificate attached to an e-mail received from an address registered in your address book.

- Receive Untrusted E-mail

  Decide whether or not you wish to receive untrusted e-mail.

- Digital Signature - Outgoing E-mail

  Decide whether or not to add a digital signature to outgoing e-mail, and the method to use if a signature is required.

- Receive Untrusted Internet Fax

  Decide whether or not you wish to receive untrusted Internet Faxes.

- Digital Signature - Outgoing Internet Fax

  Decide whether or not to add a digital signature to outgoing Internet Faxes, and the method to use if a signature is required.

    d. Click the [Apply] button.

Configuration on a Computer

The following describes the configuration for a remote, networked computer.

Sending Scanned Data by S/MIME Encrypted E-mail from the Machine to a Computer

An S/MIME certificate MUST be imported, configured, and stored on the machine as stated in this chapter. For details, refer to *Configuring S/MIME Certificates with CentreWare Internet Services on page 300*.

When importing the S/MIME certificate, make sure that a root certificate is included for use with *Supported E-mail Applications on page 303*.

Receiving E-mail with S/MIME Digital Signature from the Machine

No settings are required on a recipient computer.

Sending S/MIME Encrypted E-mail by E-mail Printing from a Computer to the Machine

It is necessary to register the S/MIME certificate of the machine on the computer.

There are two methods to set an S/MIME certificate of the machine on the computer:

• Sending e-mail attached with an S/MIME digital signature from the machine to the computer.

   In the [Digital Signature - Outgoing E-mail] settings, configure to attach the digital signature to e-mails.

• Exporting an S/MIME certificate to the computer using CentreWare Internet Services and registering the exported S/MIME certificate in the certificate store of the e-mail application.

   Exporting of certificates is accomplished under [Trusted Certificates Management] of the [Security] folder on the [Properties] page of CentreWare Internet Services. For information on exporting certificates with CentreWare Internet Services, refer to *Properties in the CentreWare Internet Services chapter on page 173.*

For information on how to register a certificate in an e-mail application, refer to the manuals provided with the e-mail application.

Sending E-mail Attached with an S/MIME Digital Signature from a Computer to the Machine

It is necessary to register a personal certificate of a sender's e-mail address, an intermediate certificate authority certificate of the personal certificate, and a root certificate on the machine.

For information on importing certificates with CentreWare Internet Services, refer to *Properties in the CentreWare Internet Services chapter on page 173.*

Supported E-mail Applications

E-mail applications that can send and receive e-mail to and from the machine are as follows:

• Outlook 2000/2002/2003

• Outlook Express 6

• Netscape 7.x

Configuration of Scan File Signatures (PDF/XPS Documents)

Installation Overview

Configuration on the Machine

Import a certificate from a Certificate Authority (in PKCS12 format), and then configure the certificate on the machine using CentreWare Internet Services.

Configuration on a Computer

Prepare for verification of the PDF or XPS signature.

Configuring Scan File certificates with CentreWare Internet Services

To configure certificates with CentreWare Internet Services, first enable HTTP communications (as stated under Configuration of HTTP Communication Encryption in this section). Next, import a certificate from a Certificate Authority (in PKCS12 format). Finally, set the certificate as a scan file certificate.

1. Start a web browser.

2. Enter the machine's IP address, beginning with "https," into the [Address] box of your web browser to access CentreWare Internet Services.

Example: https://192.168.1.1/

3. Click the [Properties] tab.

4. Click [+] on the left of [Security] to display the items in the folder.

5. Click [Machine Digital Certificate Management].

6. Click on [Upload Signed Certificate].

NOTE: When a certificate is to be imported, if the same certificate has been already registered in [Local Device] or [Others], the certificate cannot be imported. Delete the existing certificate before importing the new one.

　　a. Enter the password into [Password].

　　b. Re-enter the password into [Re-enter Password].

　　c. Enter the name of the file you want to import, or select the file to be imported by clicking the [Browse] button.

　　d. Click the [Import] button. Enter the System Administrator user ID and passcode, and then click [OK].

NOTE: The default System Administrator user ID and passcode are "11111" and "x-admin" respectively.

7. Refresh the web browser.

8. Click [+] on the left of [Security] to display the items in the folder.

9. Configure the certificate.

　　a. Click on [Digital Certificate Management].

　　b. Select [Local Device] for [Category], select [Scan File] for [Certificate Purpose], and then click the [Display the List] button.

　　c. Place a check mark in the box in front of the certificate you wish to view details for.

　　d. Click the [Certificate Details] button.

　　e. Click the [Use this certificate] button.

　　f. Click [Reboot Machine]. The machine will reboot and the setting values will be reflected.

10. Configure the settings for PDF/XPS signatures.

　　a. Refresh the web browser.

　　b. Click [+] on the left of [Security] to display the items in the folder.

　　c. Click [PDF/XPS Security Settings] and then set the following items:

　　　• PDF Signature

　　　　Select [Do not add signature], [Always add visible signature], [Always add invisible signature], or [Select during send].

　　　• XPS Signature

　　　　Select [Do not add signature], [Always add signature], or [Select during send].

　　d. Click the [Apply] button.

Configuration on a Computer

Confirm that the digital certificate to be used by the machine to encrypt PDF and XPS files has been imported and registered on the recipient's computer. This will assure the ability to conduct two way digital signing of files, should this capability be required.

Configuration of IPsec

IPsec (IPsecurity) is comprised of the IP Authentication Header and IP Encapsulating Security Payload protocols, which secure IP communications at the network layer of the protocol stack, using both authentication and data encryption techniques.

The ability to send IPsec encrypted data to the printer is provided by the use of a public cryptographic key, following a network negotiating session between the initiator (client computer) and the responder (printer or server). To send encrypted data to the printer, the computer and the printer have to establish a Security Association with each other by verifying a matching password (shared secret) to each other. If this authentication is successful, a session public key will be built and used to send IPsec encrypted data over the TCP/IP network to the printer.

Providing additional security during the Public Key negotiating process, Digital Certificates can alternatively be used in place of the Shared Secret, to encrypt the Public Key information being exchanged between communicating parties. The Digital Certificate resides on the machine (managed as stated in *Configuration of E-mail Encryption/Digital Signature on page 300*) and MUST also have been imported and stored on the computer that is encrypting data being sent to the machine.

Certificates add digital signatures (individualized checksums verifying data integrity) to datagrams during the public key negotiating process, greatly assisting in securing data from network sniffers.

To enable IPsec

1. Open your web browser, and enter the IP address of the machine in the [Address] box to access CentreWare Internet Services.

2. In CentreWare Internet Services, click the [Properties] tab.

3. Expand the [Security] folder.

4. Select [IPsec] in the directory tree.

5. Enable the protocol by placing a checkmark in the [Enabled] box.

6. Select [Pre-Shared Key] to use the Shared Secret (between this machine and remote computers also possessing the secret). Note that if you select [Digital Signature], the [Shared Secret] boxes will be grayed out and you will have to supply a certificate stored on this machine to the remote computer that wishes to send IPsec encrypted data to this machine. Refer to the *Configuration of E-mail Encryption/Digital Signature on page 300* for full information.

7. Enter the shared secret (a password) in the [Shared Secret] and [Verify Shared Secret] boxes.

8. Select [Enabled] (default setting) for [Communicate with Non-IPsec Device], so that computers not set up for encryption can still communicate with this machine.

9. Configure other available settings by referring to *Properties in the CentreWare Internet Services chapter on page 173*.

10. Click [Apply], and enter the System Administrator user ID and passcode, if prompted. The default is "11111" and "x-admin".

14 Authentication and Account Administration

The machine has a unique Authentication feature that restricts the ability to use functions, and an Account Administration feature that manages the use of each machine feature.

Some models do not support some of the features described in this chapter. Some models require an optional kit to use some of the features described in this chapter.

This chapter contains information on the features used to change the settings and on the setting procedures.

Overview of Authentication

This section is an overview of the Authentication feature used with the machine.

Users Controlled by Authentication

The following is an explanation about the different user types that are controlled by the Authentication feature.

Users are classified into the following six types. The Authentication feature restricts operations according to the user type.

- System Administrator
- Authenticated Users (with System Administrator Privileges)
- Authenticated Users (with Account Administrator Privileges)
- Authenticated Users (with no System Administrator or Account Administrator Privileges)
- Unauthenticated Users
- General Users

System Administrator

This is a user who can enter the System Administration mode and change the machine settings.

The System Administrator uses a special user ID called a System Administrator ID.

To enter the System Administration mode, enter the System Administrator ID into the user ID entry field on the authentication screen.

Authenticated Users (with System Administrator Privileges)

These are users who are assigned System Administrator privileges.

When a restricted service is used, this type of user must enter a user ID on the authentication screen.

This type of user has the same privileges as the System Administrator for machine operations, except:
- Operating mailboxes and job flow sheets
- Changing the passcode of the System Administrator.

Authenticated Users (with Account Administrator Privileges)

These are users who are registered on the machine and assigned Account Administrator privileges.

When a restricted service is used, this type of user must enter a user ID on the authentication screen.

This type of user has the same privileges as the System Administrator for account management. They are permitted to register/delete/edit/view account information.

Authenticated Users (with No System Administrator or Account Administrator Privileges)

These are users who are registered on the machine and assigned no System Administrator or Account Administrator privileges.

When a restricted service is used, this type of user must enter a user ID on the authentication screen.

Unauthenticated Users

These are users who are not registered on the machine.

An Unauthenticated User cannot use services that are restricted.

General Users

These are users other than the System Administrator in non-authentication mode.

Types of Authentication

The following three types of authentication are used by the machine depending on where user information is stored.

Local Machine Authentication

Local Machine Authentication uses the user information registered for the Accounting feature to manage authentication. Therefore, the Accounting feature must be enabled when you use Local Machine Authentication. The print or fax data sent directly from a computer can be received on the machine after being authenticated. The authentication information pre-configured on a client's fax print driver is cross-checked with the information registered on the machine.

Remote Authentication

Remote Authentication uses a remote authentication server to manage authentication. No user information is registered on the machine.

NOTE: A registered user ID on the remote authentication server can be a maximum of 32 characters, and the passcode a maximum of 128 characters. For SMB authentication, the passcode can be a maximum of 32 characters.

Xerox Secure Access

A system such as the magnetic-card, IC-card, or biometrics system is used for authentication. If prompted, users need to enter their user information on the machine's control panel.

For accounting purposes, Xerox Secure Access can work with Network Accounting.

Functions Controlled by Authentication

The following explains the functions that are restricted by the Authentication feature.

Restriction depends on which of the following two ways the machine is used.

- Local Access
- Remote Access

For more information on the restrictions to mailboxes and job flow sheets using the Authentication feature, refer to *Authentication for Job Flow Sheets and Mailboxes on page 310*.

Local Access

Direct operation of the machine from the control panel is called Local Access.

The functions restricted by Local Access are as follows.

Device Access

- All Services Pathway - verifies users when they access a service screen.
- Job Status Pathway - verifies users when they access the Job Status screen.
- Machine Status Pathway - verifies users when they access the Machine Status screen.

Service Access

- Copy
- Fax
- Internet Fax
- Scan to Mailbox
- E-mail
- Network Scanning
- Scan to PC
- Send from Mailbox
- Stored Programming
- Job Flow Sheets
- Custom Services

Feature Access

- Print Documents from Mailbox

- Retrieve Documents from Mailbox

Remote Access

Operation of the machine through a network using CentreWare Internet Services is called Remote Access.

The functions restricted by Remote Access are as follows.

Print

Printing is limited to print jobs sent from a computer.

To use the Accounting feature, use the print driver to set account information such as user ID and passcode.

If verification using account information fails for a print job, the print data will be either saved in the machine or deleted depending on the Charge Print settings.

NOTE: Printing is not limited when [Login Type] is set to [Login to Remote Accounts] in the System Administration mode. For more information about [Login to Remote Accounts], refer to *Login Type on page 140*.

Direct Fax

Direct Fax from a computer is restricted.

To use the Authentication feature, use the fax driver to set authentication information such as user ID and passcode.

The fax jobs sent to the machine that fail authentication are set to Charge Print and are either saved to the machine or deleted, depending on the selected setup option.

NOTE: Direct Fax is not restricted when [Login Type] is set to [Login to Remote Accounts] in the System Administration mode. For more information about [Login to Remote Accounts], refer to *Login Type on page 140.*

CentreWare Internet Services

If the Authentication feature is enabled, authentication is required to access the CentreWare Internet Services home page even if you are not using the Authentication feature for any service.

NOTE: Only the System Administrator is allowed access when [Login Type] is set to [Login to Remote Accounts] in the System Administration mode. For more information about [Login to Remote Accounts], refer to *Login Type on page 140*.

Authentication for Job Flow Sheets and Mailboxes

The following explains the restrictions for job flow sheets and mailboxes when the Authentication feature is enabled.

NOTE: When a user account is deleted, the mailboxes and job flow sheets associated with the account are also deleted. Any documents stored in the mailboxes will also be deleted.

NOTE: When the Authentication feature is used with a remote account server, the user information stored in the machine may be temporarily deleted to restrict user access. When this happens, the mailboxes and job flow sheets associated with the

user will also be deleted. When using a remote authentication server to manage authentication, use of mailboxes and job flow sheets in the System Administration mode is recommended.

NOTE: For mailboxes and job flow sheets, Authenticated Users who are given the System Administrator privileges have the same access level as Authenticated Users with no System Administrator privileges.

Job Flow Sheet Types

There are four types of job flow sheets that can be used with the machine.

NOTE: You can create Mailbox Job Flow Sheets with the machine.

Generally Shared Job Flow Sheet

This job flow sheet is created by a General User without using the Authentication feature.

When the Authentication feature is not enabled, this job flow sheet is shared and its settings may be changed by any user.

When the Authentication feature is enabled, this job flow sheet can only be operated by a System Administrator.

Mailbox Job Flow Sheet

This job flow sheet is created by a General User or a System Administrator using [Mailbox] on the [Setup] screen.

The owner of this job flow sheet is set to the mailbox it was created from. Any user who has access to the mailbox can use and change its settings.

This job flow sheet is available for all users when the Authentication feature is not enabled. When the Authentication feature is enabled, only a System Administrator can operate this job flow sheet.

System Administrator Shared Job Flow Sheet

This job flow sheet is created by a System Administrator.

When the Authentication feature is not enabled, this job flow sheet is shared and its settings may be changed by any user.

When the Authentication feature is enabled, the parent job flow sheet can be shared by all Authenticated Users. Only a System Administrator can change its settings.

To create a System Administrator Shared Job Flow Sheet, operate the machine as a System Administrator.

Personal Job Flow Sheet

This job flow sheet is created by an Authenticated User when the Authentication feature is enabled.

When the Authentication feature is enabled, this job flow sheet is available for the System Administrator, and the authenticated user who created the job flow sheet.

This job flow sheet can only be operated by a System Administrator when the Authentication feature is not enabled.

Operation of the job flow sheets varies depending on whether the Authentication feature is enabled. The following explains the operations available.

- When the Authentication feature is not enabled

- When the Authentication feature is enabled

When the Authentication Feature is Not Enabled

The following table shows the relationship with the job flow sheet for each user type when the Authentication feature is not enabled.

The job flow sheet operations available vary, depending on whether the job flow sheet was created using [Create Mailbox] or [Create Job Flow Sheet] on the [Setup] screen.

Created using [Create Mailbox] on the [Setup] screen

Job Flow Operations	General Users				System Administrator			
	Generally Shared	Mailbox	Shared by System Administrators	Personal	Generally Shared	Mailbox	Shared by System Administrators	Personal
Create	X	O	X	X	X	X	O	X
Display	O	O	O	X	O	O	O	O
Edit	O	O	X	X	O	O	O	O
Copy*	O	O	O	X	O	O	O	O
Delete	O	O	X	X	O	O	O	O
Select/Run	O	O	O	X	O	O	O	O
Link to Mailbox	O	O	O	X	O	O	O	O

O: Operation available

X: Operation not available

* The owner of a copied job flow sheet becomes a duplicate user.

NOTE: Job flow sheets created from [Create Mailbox] on the [Setup] screen can only be used, changed, copied and deleted from the mailbox where they were created. The applicable users are all the users that can use the mailbox.

NOTE: When job flow sheets not available for operation, depending on changes made to the authentication status, are linked to a mailbox, you can still use them, but are not allowed to change/copy them. If you release the link, the job flow sheet will no longer be displayed and will be disabled.

Created using [Create Job Flow Sheet] on the [Setup] screen

Job Flow Operations	General Users				System Administrator			
	Generally Shared	Mailbox	Shared by System Administrators	Personal	Generally Shared	Mailbox	Shared by System Administrators	Personal
Create	O	X	X	X	X	X	O	X
Display	O	X	O	X	O	O	O	O
Edit	O	X	X	X	O	O	O	O

Job Flow Operations	General Users				System Administrator			
	Generally Shared	Mailbox	Shared by System Adminis-trators	Personal	Generally Shared	Mailbox	Shared by System Adminis-trators	Personal
Copy*	O	X	O	X	O	O	O	O
Delete	O	X	X	X	O	O	O	O
Select/Run	O	X	O	X	O	O	O	O

O: Operation available

X: Operation not available

* The owner of a copied job flow sheet becomes a duplicate user.

When the Authentication Feature is Enabled

The following table shows the relationship with the mailboxes for each user type when the Authentication feature is enabled.

NOTE: You can perform the same operations regardless of whether job flow sheets are created using [Create Mailbox] or [Create Job Flow Sheet] on the [Setup] screen.

When [Login to Local Accounts] is selected, or when authenticated as a user other than a guest user in [Login to Remote Accounts]

NOTE: If authenticated as a guest user in Remote Authentication, you are treated as an unauthenticated user (general user) and cannot operate job flow sheets.

Job Flow Operations	Unauthenticated Users (General Users)			
	Generally Shared	Mailbox	Shared by the System Administrator	Personal
Create	X	X	X	X
Display	X	X	X	X
Edit	X	X	X	X
Copy*	X	X	X	X
Delete	X	X	X	X
Select/Run	X	X	X	X
Link to Mailbox	X	X	X	X

Job Flow Operations	Authenticated Users				
	Generally Shared	Mailbox	Shared by System Adminis-trators	Personal (owner)	Personal (other)
Create	X	X	X	O	X
Display	X	X	O	O	X

Job Flow Operations	Authenticated Users				
	Generally Shared	Mailbox	Shared by System Administrators	Personal (owner)	Personal (other)
Edit	X	X	X	O	X
Copy*	X	X	O	O	X
Delete	X	X	X	O	X
Select/Run	X	X	O	O	X
Link to Mailbox	X	X	O	O	X

Job Flow Operations	System Administrator			
	Generally Shared	Mailbox	Shared by the System Administrator	Personal
Create	X	X	O	X
Display	O	O	O	O
Edit	O	O	O	O
Copy*	O	O	O	O
Delete	O	O	O	O
Select/Run	O	O	O	O
Link to Mailbox	O	O	O	O

O: Operation available

X: Operation not available

* The owner of a copied job flow sheet becomes a duplicate user.

Types of Mailboxes

The following three types of mailboxes can be used with the machine.

Generally Shared Mailbox

This is a mailbox created by a General User without using the Authentication feature.

When the Authentication feature is not enabled, this mailbox is shared and its settings may be changed by all users.

When the Authentication feature is enabled, this mailbox can only be operated by a System Administrator.

System Administrator Shared Mailbox

The System Administrator Shared Mailbox is a mailbox created by a System Administrator.

When the Authentication feature is not enabled, this mailbox is shared by all users.

When the Authentication feature is enabled, this mailbox is shared by all Authenticated Users.

Only a System Administrator can change the settings.

To create a System Administrator Shared Mailbox, operate the machine as a System Administrator.

Personal Mailbox

This is a mailbox created by an Authenticated User using the Authentication feature.

Only the Authenticated User that created the mailbox can use it.

When the Authentication feature is not enabled, this mailbox can only be operated by a System Administrator.

Operation of the mailboxes differs depending on whether the Authentication feature is enabled. The following explains the operations available.

- When the Authentication feature is not enabled
- When the Authentication feature is enabled

When the Authentication Feature is Not Enabled

The following table shows the relationship with the mailboxes for each user type when the Authentication feature is not enabled.

Mailbox Operations		General Users			System Administrator		
		Generally Shared	Shared by the System Administrator	Personal	Generally Shared	Shared by the System Administrator	Personal
Create		O	X	X	X	O	X
Display		O	O	X	O	O	O
Delete		O	X	X	O	O	O
Change Settings		O	X	X	O	O	O
Display Document		O	O	X	O	O	O
Delete Document		O	O	X	O	O	O
Store Document[*1]		O	O	X	O	O	O
Print Document[*1]		O	O	X	O	O	O
Job Flow Sheet	Display	O	O	X	O	O	O
	Link	O	X	X	O	O	O
	Auto Run	O	O	X	O	O	O
	Manual Run	O	O	X	O	O	O

O: Operation available

X: Operation not available

*1: When documents are stored or retrieved using a mailbox, authentication is not applicable to the following operations.

- Confidential fax reception
- Confidential Internet Fax reception
- Retrieving documents that use scan driver or Mailbox Viewer 3

NOTE: When job flow sheets not available for operation, depending on changes made to the authentication status, are linked to a mailbox, you can still use them, but are not allowed to change/copy them. If you release the link, the job flow sheet will no longer be displayed and will be disabled.

When the Authentication Feature is Enabled

The following table shows the relationship with the mailboxes for each user type when the Authentication feature is enabled. For more information on the Authentication feature, refer to *Login Type on page 140*.

When [Login to Local Accounts] is selected, or when a user is authenticated as a user other than a guest user in [Login to Remote Accounts]

NOTE: If authenticated as a guest user in Remote Authentication, you are treated as an unauthenticated user (general user) and cannot operate job flow sheets.

Mailbox Operations		Unauthenticated Users (General Users)		
		Generally Shared	Shared by the System Administrator	Personal
Create		X	X	X
Display		X	O*2	X
Delete		X	X	X
Change Settings		X	X	X
Display Document		X	O*2	X
Delete Document		X	O*2	X
Store Document*1		X	O*2	X
Print Document*1		X	O*2	X
Job Flow Sheet	Display	X	X*3	X
	Link	X	X	X
	Auto Run	X	X*3	X
	Manual Run	X	X*3	X

Mailbox Operations	Authenticated Users			
	Generally Shared	Shared by the System Administrator	Personal (owner)	Personal (other)
Create	X	X	O	X
Display	X	O	O	X
Delete	X	X	O	X

Mailbox Operations	**Authenticated Users**			
	Generally Shared	**Shared by the System Administrator**	**Personal (owner)**	**Personal (other)**
Change Settings	X	X	O	X
Display Document	X	O	O	X
Delete Document	X	O	O	X
Store Document[*1]	X	O	O	X
Print Document[*1]	X	O	O	X
Job Flow Sheet — Display	X	O	O	X
Job Flow Sheet — Link	X	X	O	X
Job Flow Sheet — Auto Run	X	O	O	X
Job Flow Sheet — Manual Run	X	O	O	X

Mailbox Operations	**System Administrator**		
	Generally Shared	**Shared by the System Administrator**	**Personal**
Create	X	O	X
Display	O	O	O
Delete	O	O	O
Change Settings	O	O	O
Display Document	O	O	O
Delete Document	O	O	O
Store Document[*1]	O	O	O
Print Document[*1]	O	O	O
Job Flow Sheet — Display	O	O	O
Job Flow Sheet — Link	O	O	O
Job Flow Sheet — Auto Run	O	O	O
Job Flow Sheet — Manual Run	O	O	O

O: Operation available

X: Operation not available

*1: When documents are stored or retrieved using a mailbox, authentication is not applicable to the following operations.

- Confidential fax reception

- Confidential Internet Fax reception

- Retrieving documents that use a scan driver or Mailbox Viewer 3.

*2: You can use them only when mailbox operations are permitted in the Authentication feature settings of the System Administration mode.

*3: You can perform display, auto run and manual run operations for job flow sheets linked to a mailbox.

NOTE: When job flow sheets not available for operation, depending on changes made to the authentication status, are linked to a mailbox, you can still use them, but are not allowed to change/copy them. If you release the link, the job flow sheet will no longer be displayed and will be disabled.

Linking Job Flow Sheets to Mailboxes

The ways to link job flow sheets to mailboxes differ, depending on whether the Authentication feature is enabled. The following explains the relationships available:

- When the Authentication feature is not enabled

- When the Authentication feature is enabled

NOTE: When job flow sheets not available for operation, depending on changes made to the authentication status, are linked to a mailbox, you can still use them, but are not allowed to change/copy them. If you release the link, the job flow sheet will no longer be displayed and will be disabled.

When the Authentication Feature is Not Enabled

The following table shows the relationship with the mailboxes for each user type when the Authentication feature is not enabled.

Mailbox / Job Flow	General Users			System Administrator		
	Generally Shared	Shared by the System Administrator	Personal	Generally Shared	Shared by the System Administrator	Personal
Mailbox	O	X	X	O	O	O
Generally Shared	O	X	X	O	O	O
Shared by the System Administrator	O	X	X	O	O	O
Personal	X	X	X	O	O	O

O: Relationship available

X: Relationship not available

When the Authentication Feature is Enabled

The following table shows the relationship with the mailboxes for each user type when the Authentication feature is enabled.

When [Login to Local Accounts] is selected, or when a user is authenticated as a user other than a guest user in [Login to Remote Accounts]

NOTE: If authenticated as a guest user in Remote Authentication, you are treated as an unauthenticated user (general user) and cannot operate job flow sheets or mailboxes.

Mailbox / Job Flow	Unauthenticated Users (General Users)		
	Generally Shared	**Shared by the System Administrator**	**Personal**
Generally Shared	X	X	X
Shared by the System Administrator	X	X	X
Personal (own)	X	X	X
Personal (other)	X	X	X

Mailbox / Job Flow	Authenticated Users			
	Generally Shared	**Shared by the System Administrator**	**Personal (owner)**	**Personal (other)**
Generally Shared	X	X	X	X
Shared by the System Administrator	X	X	O	X
Personal (own)	X	X	O	X
Personal (other)	X	X	X	X

Mailbox / Job Flow	System Administrator		
	Generally Shared	**Shared by the System Administrator**	**Personal**
Generally Shared	O	O	O
Shared by the System Administrator	O	O	O
Personal (own)	O	O	O
Personal (other)	O	O	O

O: Relationship available

X: Relationship not available

Overview of Account Administration

This section is an overview of the Account Administration feature used with the machine.

Types of Account Administration

The Account Administration feature operates in conjunction with the Authentication feature when the authentication type is [Login to Local Accounts], and operates independently when the authentication type is [No Login Required], [Login to Remote Accounts], or [Xerox Secure Access].

The machine supports the following three Account Administration types.

Local Accounting

Account Administration is performed based on the user information registered on the machine using a variety of counters automatically created for each user.

Network Accounting

You can perform Account Administration using the user information managed by a remote server.

This is for unified management of user information and Account Administration by multiple devices.

Xerox Standard Accounting

Account Administration is performed based on the user information and account information pre-registered on the machine. Account Administration uses each counter created automatically for individual users. Auditron reports are created in CSV format using CentreWare Internet Services. For information on the print driver or fax driver settings, refer to the online help of each driver. For information on the user information settings, account information settings, and how to create a report, refer to *Xerox Standard Accounting on page 326*.

NOTE: When setting the user information or account information for another WorkCentre 5222/5225/5230 machine, it is recommended to use the Cloning feature of CentreWare Internet Services.

Management Features and Services

The following explains the features and services that can be managed using the Account Administration feature.

Features and Services that Can be Managed with Account Administration

The features and services that can be managed using the Accounting feature vary depending on whether the user information is stored in the machine or in a remote account server.

NOTE: For more information on the Accounting feature, refer to *Accounting Type on page 136*.

- Local Accounting
- Network Accounting
- Xerox Standard Accounting

Local Accounting

The features and services that can be managed using the local Account Administration feature are as follows:

Services	Restricted Use			Total Usage Per Account
	Accounting	**Feature Restrictions** *1	**Account Limit** *2	
Copy	O	O	O	O
Print	O	O	O	O
Charge Print and Private Charge Print	O	O	O	O
Scan	O	O	O	O
Fax, Internet Fax	O	X	X	O
Direct Fax	O	X	X	O
Report/List	X	X	X	X

O: Manageable

X: Not manageable

*1: You can select features available for each user. For more information, refer to *Account Limit on page 134*.

*2: This feature forbids any actions beyond the number of pages specified. For more information on setting the restrictions, refer to *Account Limit on page 134*.

For more information on the setting methods, refer to *Create/View User Accounts in the Setups chapter on page 133.*

Network Accounting

When you are using Network Accounting with the machine, user information is managed through a remote account server.

The features and services that can be managed using the Network Accounting feature are as follows:

Services	Restricted Use			Total Usage Per Account
	Accounting	**Feature Restrictions** *1	**Account Limit** *2	
Copy	O	O	X	X
Print	O	O	X	X
Charge Print and Private Charge Print	O	O	X	X
Scan	O	O	X	X
Fax, Internet Fax	O	X	X	X

Services	Restricted Use			Total Usage Per Account
	Accounting	Feature Restrictions *1	Account Limit *2	
Direct Fax	O	X	X	X
Report/List	X	X	X	X

O: Manageable

X: Not manageable

*1: You can select features available for each user. For more information, refer to *Account Limit on page 134*.

*2: This feature forbids any actions beyond the number of pages specified. For more information on setting the restrictions, refer to *Account Limit on page 134*.

Xerox Standard Accounting

The features and services that can be managed in Xerox Standard Accounting are as follows:

Corresponding Service	Restrictions on Use			Per-user Usage Count
	Accounting	Feature Restrictions *1	Account Limit *2	
Copy	O	O	O	O
Print	O	O	O	O
Charge Print, Private Charge Print	O	O	O	O
Scan Service	O	O	O	O
Fax, Internet Fax	O	O	O	O
Direct Fax	O	O	O	O
Report/List	X	X	X	X

O: Manageable

X: Not manageable

*1: You can select features available for each user. For more information, refer to *Account Limit on page 134*.

*2: This feature stops further machine operation if the number of pages has reached the specified maximum number. For more information, refer to the CentreWare Internet Services online help.

Jobs that Can be Managed for Each Service

The types of jobs you can manage using the Account Administration feature vary for print, scan, and fax services.

This section lists the items that can be managed for each service.

Print

The items you can manage for print jobs using the Account Administration feature are as follows:

Jobs		Account Information Required	User Type	Manageable Items
Regular Print	Print driver for the machine	Yes	Verified	Pages/sheets
	Other print drivers	-[2]	Not verified	Pages/sheets
Secure Print	Store documents	Yes	-	-
	Print documents	No[1]	Verified	Pages/sheets
Sample Print	Sample Print store/print documents	Yes	Verified	Pages/sheets
	Sample Print Print stored documents	No[1]	Verified	Pages/sheets
Delayed Print	Store documents	Yes	-	-
	Print documents	No[1]	Verified	Pages/sheets
Charge Print	Store documents	No	-	-
	Print documents	Yes	Verified	Pages/sheets
Private Charge Print	Store documents	No[3]	-	-
	Print documents	Yes	Verified	Pages/sheets
E-mail Print		-[2]	Not verified	Pages/sheets

*1: Account information is not required for printing as print jobs are verified when received by the machine.

*2: Printing available only if [Non-account Print] is enabled in CentreWare Internet Services.

*3: Authentication is required depending on the [Receive Control] settings in the [Authentication] feature. For more information, refer to *Receive Control on page 144*.

Fax

The items you can manage for fax jobs using the Account Administration feature are as follows:

Jobs		Account Information Required	User/ Document Type	Manageable Items
Send	Automatically	Yes	Verified	Sent faxes/pages, transmissions
	Manually	Yes	Verified	Sent faxes/pages, transmissions

	Jobs	Account Information Required	User/ Document Type	Manageable Items
Receive/ Print	Automatically	No	Incoming faxes	Receptions/pages, transmissions, printed pages/sheets
	Manually	Yes	Incoming faxes	Receptions/pages, transmissions, printed pages/sheets
Confidential Receive	Receiving confidential documents	No	Incoming faxes	Receptions/pages, transmissions
	Printing confidential documents	Yes[*1]	Verified	Printed pages/sheets
Polling	Storing documents for polling	Yes[*1]	–	–
	Automatic sending (confidential)	No	Not verified	Sent faxes/pages
	Printing polled documents	Yes	Verified	Polls/pages, transmissions, printed pages/sheets
	Printing documents for polling	Yes[*1]	Verified	Printed pages/sheets
Relay Broadcast	Receiving relayed documents	No	Incoming faxes	Receptions/pages, transmissions
	Relay broadcasting, printing	No	Relay broadcasting	Sent faxes/pages, transmissions, printed pages/sheets
Direct Fax		Yes	Verified	Sent faxes/pages, transmissions
Internet Fax Send		Yes	Verified	Sent Internet Faxes/ pages
Internet Fax Receive/ Print	Printing received documents automatically	No	Incoming Internet Fax	Receptions/pages, printed pages/sheets
	Automatic confidential receiving	No	Incoming Internet Fax	Receptions/pages
	Printing confidential documents	Yes[*1]	Verified	Printed pages/sheets
Forward Internet Fax Documents	Receiving relayed Internet Fax documents	No	Incoming Internet Fax	Receptions/pages
	Automatic fax forwarding	No	Incoming Internet Fax, forwarded faxes	Sent faxes/pages, transmissions

*1: If [Print Service] on the [Auditron Mode] screen is set to [Off] in the System Administration mode, no authentication is required to access mailboxes shared by the System Administrator, and the machine will print the job as unauthenticated.

When using the Account Administration feature for fax jobs, note the following:

- Sending documents from different user accounts to the same destination will not be counted as combined sending.

- The communication rate is calculated using the machine's built-in timer. Accordingly, the fees calculated may be slightly different from those calculated by the telephone company.

- When you receive faxes divided into pages, the machine counts the page numbers received instead of the page numbers printed.

- Fax jobs are not counted in the following cases:

    – When dialing a fax number using the numeric keypad on the control panel or the On-hook feature.

    – When using a speed dial code in which the billing information is not registered.

    – When a phone conversation took place, including the one before a transmission.

Scan

The items you can manage for scan jobs using the Account Administration feature are as follows:

Services	Account Information Required	User Type	Manageable Items
E-mail	Yes	Verified	Scanned pages, sent pages
Scan to Mailbox	Yes	Verified	Scanned pages, stored pages
Scan to PC	Yes	Verified	Scanned pages, uploaded pages
Network Scanning	Yes	Verified	Scanned pages, sent pages

Xerox Standard Accounting

Overview

When enabled, Xerox Standard Accounting (XSA) tracks the numbers of Copy, Print, Network Scanning, E-mail, Internet Fax and Fax jobs (when these features are installed on the machine), for each user. Usage limits can also be applied to users to restrict the total numbers of copy, print, fax and scan jobs that a user can perform. Administrators can print a report which contains all XSA data.

XSA is set up through CentreWare Internet Services, the machine's HTTP pages displayed on your web browser. Administrators must create accounts and specify limits before users are authorized to access the machine.

When XSA is set up, users must enter their account details at the machine to use the device. When they have finished their job, their XSA allocation is reduced by the number of prints, copies or scans performed. When XSA is enabled, users must enter their account details in the print driver to print documents from their computers.

The XSA feature is mutually exclusive from any other accounting feature. If XSA is enabled at the device, the following applies:

- You cannot enable Local Accounting or Network Accounting.

- Each device supports unique XSA User IDs and Group Accounts.

- All user IDs must be assigned to one or more group accounts.

NOTE: The XSA settings and account data are stored in the machine. It is strongly recommended that you back up the settings and data regularly using the Cloning hot link available under the XSA folder of Internet Services as described in this section. Should the machine lose your XSA data and settings you can restore them from the backup file that you produced using the Cloning process.

Installation Checklist

Before starting the installation procedure, please ensure the following items are available or have been performed.

1. Ensure that your device is fully functioning on the network.

2. Ensure that the TCP/IP and HTTP protocols are configured on the device and fully functioning. This is required to access CentreWare Internet Services to configure Xerox Standard Accounting. The Internet Services function is accessed through the embedded HTTP server on the machine and allows the System Administrator to configure XSA with a web browser.

To verify that the TCP/IP and HTTP protocols are correctly configured, print a Configuration Report described in the Machine Status chapter.

Enabling Xerox Standard Accounting (from Internet Services)

At Your Computer

1. Open your web browser and enter the TCP/IP address of the machine in the Address bar. Press <Enter>.

2. Click the [Properties] tab.

3. In the left pane of the screen, expand the [Accounting] folder, and then select [Accounting Configuration].

4. Select [Xerox Standard Accounting] from the [Accounting Type] drop-down list.

5. Click [Apply] and enter the Administrator User name and passcode when prompted (default of 11111 and x-admin).

6. Click [OK].

7. Click the [Reboot Machine] button when it displays on screen.

Creating a Group Account

1. On the [Properties] tab of Internet Services, expand the [Accounting] folder, and then the [Xerox Standard Accounting] folder.

2. Click the [Group Accounts] link to create a new group account.

3. In the Group Accounts Account ID box, enter an ID for the new group account (for example 001). The Group Account can be up to 32 numeric characters. Group Account ID's must be unique.

4. Enter a name for the group account in the Account Name box (for example Xerox). A group name can be up to 32 alphanumeric characters. Group Account names must be unique.

5. Click [Apply]. The account will now be available in the Group Accounts list. You may have to refresh your browser, or click another link, and then click on Group Accounts again to see the new group.

Creating a User Account and Setting Usage Limits

NOTE: At least one group account must be created before you create user accounts.

1. On the [Properties] tab of Internet Services, expand the [Accounting] folder, and then the [Xerox Standard Accounting] folder.

2. Click [Manage Accounting].

3. Click [Add New User].

4. Enter an ID for the user. The user ID can be up to 32 alphanumeric characters (for example: A10). User ID's must be unique.

NOTE: Up to 9999 User ID's can be registered.

5. Enter a user name (for example Jane Smith). The user name can be up to 32 alphanumeric characters. User names must be unique.

6. Specify the usage limits for this account in the User Limits boxes. The maximum value for each limit is 9999999.

7. Click the [Apply] button when you have finished setting the usage limits.

Maximum Usage Limits and Resetting Individual Usage Limits

The first time users log in to the device after they have reached their maximum usage limit, a message displays on the user interface. The message notifies the users that they have reached their limit for the feature. The users will not be able to use the feature until their limit is reset.

If a user performs a copy job at the machine, and midway through the job the limit is exceeded, the job will not continue.

If a user performs a scan job at the machine, and midway through the job their limit is exceeded, the job will be cancelled.

If the user's limit is reached before a print job is completed, the machine will notify the user that the limit has been reached. The job will be deleted from the print queue. The job may run over due to sheets committed to the paper path.

NOTE: The system administrator has unlimited access to the machine.

To Reset User Limits

1. On the [Properties] tab of Internet Services, expand the [Accounting] folder, and then the [Xerox Standard Accounting] folder.

2. Click [Manage Accounting].

3. Place a checkmark in the box for the required User ID.

4. Click [Limits & Access].

5. Check [Reset] boxes, and click [Apply].

Using XSA at the machine

When you enable XSA, users must enter a valid user name at the machine to access any services to which access restriction has been applied. Refer to *Enabling Xerox Standard Accounting (from Internet Services)on page 326* in this section for the specific service restricting procedure.

At the Machine

1. Press the <All Services> button (if necessary) to display all the available service buttons.

2. Press any button representing a service to which restricted access has been applied.

3. When the "Press the Log In / Out button" message displays on screen, press the <Log In / Out> button.

4. Enter a User ID and touch [Confirm].

NOTE: If the user is a member of more than one Group Account, he or she will be asked to select the account that they wish to log into.

5. When the user is logged in, the selected service screen will be displayed. The user can now use that service, with usage tracked by XSA.

Resetting Usage Data

At Your Computer

1. Open your web browser and enter the TCP/IP address of the machine in the Address or Location field. Press <Enter>.

2. Click the [Properties] tab.

3. Expand the [Accounting] folder, and then the [Xerox Standard Accounting] folder.

4. Click [Report and Reset].

5. To reset all usage data to zero, click the [Reset Usage Data] button.

6. Click [OK] to confirm.

NOTE: Do not click the [Reset to Default] button unless you intend to delete all users, accounts and usage data from your machine.

Printing a Usage Report

At Your Computer

1. Open your web browser and enter the TCP/IP address of the machine in the Address or Location field. Press <Enter>.

2. Click the [Properties] tab.

3. Expand the [Accounting] folder, and then the [Xerox Standard Accounting] folder.

4. Click [Report and Reset].

5. Click the [Generate Report] button.

6. Follow any additional displayed prompts to save the XSA Report.csv (comma separated value) file to your computer.

Enabling XSA in your Print Drivers

Refer to the driver Help for the steps to follow to enable XSA in your print drivers.

Backing Up XSA data and settings and Cloning to another device

The Cloning feature enables you to copy XSA account information to a file on your computer. You can then use this file to restore the data on the same machine or to clone the data to other machines. You can only clone XSA accounts to another Xerox device that supports the XSA feature.

Check that the device you want to clone settings to supports XSA

1. At a networked computer, open your web browser and enter the TCP/IP address of the machine you want to clone settings to. Press <Enter>.

2. Click the [Properties] tab.

3. See if Xerox Standard Accounting is shown in the [Accounting] folder. If it is not, you cannot clone to this machine.

4. Click the [General Setup] folder in the directory tree.

5. From the display of available hot links, verify that [Cloning] is among them.

To make a Back-up file

1. At your computer, open your web browser and enter the TCP/IP address of the machine with the settings you want to copy, in the Address bar. Press <Enter>.

2. Click the [Properties] tab.

3. Expand the [Accounting] folder, and then the [Xerox Standard Accounting] folder.

4. Select [Cloning], and then select [Clone].

5. Click [Save] on the dialog box that appears.

6. A dialog box will prompt you to specify the name and location for the cloned file. Ensure the extension reads .dat .

7. Click [Save]. The .dat file can now be used to restore the information to the same machine or to clone other machines.

To Restore Settings or Clone Settings to another Machine

NOTE: This procedure will cause the machine to reboot and be inaccessible over the network for several minutes.

1. Open your web browser and enter the TCP/IP address of the machine you wish to restore or clone the settings to. Press <Enter>.

2. Click the [Properties] tab.

3. Expand the [General Setup] folder.

4. Select [Cloning].

5. In the [Install Clone File] portion of the displayed dialog, click [Browse].

6. Locate the .dat clone file.

7. Click [Install].

NOTE: It may be necessary for you to use your web browser to view the Xerox Standard Accounting set up of Users and Groups on the new machine.

802.1x Authentication

The machine supports 802.1x authentication based on the Extensible Application Protocol (EAP). 802.1x can be enabled for devices connected through both wired and wireless Ethernet networks. As described here, the 802.1x configuration is used to authenticate the machine, rather than individual users. After the machine has been authenticated, it will be accessible to users on the network.

The System Administrator can configure the machine to use one EAP type. EAP types currently supported on the machine are: EAP-MD5, EAP-MS-CHAPv2, and PEAP/MS-CHAPv2.

Before you configure 802.1x authentication, the following configuration is required.

• Create a user name and password on your authentication server which will be used to authenticate the machine.

• Ensure your 802.1x authentication server and authentication switch are available on the network.

Configuring 802.1x with CentreWare Internet Services

Use the following procedure to configure 802.1x with CentreWare Internet Services.

NOTE: 802.1x can be configured also on the control panel of the machine. For details, refer to *IEEE 802.1x Settings on page 99*.

1. In CentreWare Internet Services, click the [Properties] tab.

2. Expand the [Security] folder.

3. Select [802.1x] in the directory tree.

4. Select the [Enabled] check box for [Enable IEEE 802.1x].

5. From [Authentication Method], select the required authentication method.

6. In [Login Name: (Device Name)], [Password], and [Retype Password], enter the user name and password required by your authentication switch and server.

7. If you selected [PEAP/MS-CHAPv2] in step 5, set whether or not to validate the server certificate under [Certificate Validation].

8. Click [Apply].

9. If prompted, enter the System Administrator user ID and passcode.

NOTE: The default System Administrator user ID and passocde are "11111" and "x-admin" respectively.

Local Machine Authentication Setup

When [Login to Local Accounts] is enabled, the System Administrator can define passcodes for authorized users (and guests, when the selection is available) to use to authenticate to the system and access restricted services.

Preparations:

1. Ensure the machine is fully functional on the network.

2. Ensure that the TCP/IP and HTTP protocols are configured on the machine and fully functional. Refer to those topics in this guide for configuring information as required. This is required to access CentreWare Internet Services to configure authentication. The Internet Services function is accessed through the embedded HTTP server on the machine and allows System Administrators to configure Authentication settings by using an Internet browser.

At Your Workstation:

1. Open your web browser and enter the TCP/IP address of the machine in the [Address] or [Location] field. Click [Enter] to access CentreWare Internet Services.

2. Click the [Properties] tab.

3. Expand the [Accounting] folder, and then click [Accounting Configuration]. On the page displayed, select [Local Accounting] from the [Accounting Type] drop-down list.

4. Click [Apply] to reboot the machine.

5. Expand the [Security] folder, and then click [Authentication Configuration]. On the page displayed, select [Login to Local Accounts] from the [Login Type] drop-down list.

6. Click [Apply] to reboot the machine.

7. Expand the [Security] folder, and then click [Authentication Configuration]. On the page displayed, place a check mark in the [Enabled] box for each service that you wish to restrict access to.

8. Click [Next].

9. To configure authentication for each account user, enter an account number in the [Account Number] box and click [Edit].

10. Fill in the settings for the user.

NOTE: Set [Feature Access] as required. DO NOT set a service to "No Access", unless you wish to deny user access to that specific service.

11. Click [Apply].

NOTE: You can also use the control panel on the machine to configure local machine authentication. The menu path to follow there is: press the <Log In/Out> button, enter the System Administration mode, press the <Machine Status> button, touch the [Tools] tab on the screen, and finally touch [Authentication/Security Settings] at the left side of the menu on the screen. For more details, refer to *Authentication/Security Settings on page 138*.

Remote Authentication Setup

When [Login to Remote Accounts] is enabled, machine users will be prompted to provide their user ID and passcode to be validated by the designated authentication server. If this validation is successful, the machine and any restricted services will be available for individual use.

Preparations:

1. Ensure the machine is fully functional on the network.

2. Ensure that the TCP/IP, with DNS/WINS enabled, and HTTP protocols are configured on the machine and fully functional. Refer to those topics in this guide for configuring information as required. This is required to access CentreWare Internet Services to configure authentication. CentreWare Internet Services is accessed through the embedded HTTP server on the machine and allows the System Administrator to configure Authentication settings by using a web browser.

3. Ensure the authentication server to be used is functional on your network. Refer to your manufacturer's documentation for instructions to complete this task.

At Your Workstation:

1. Open your web browser and enter the TCP/IP address of the machine in the [Address] or [Location] field. Click [Enter] to access CentreWare Internet Services.

2. Click the [Properties] tab.

3. Expand the [Accounting] folder, and then click [Accounting Configuration]. On the page displayed, select [Local Accounting] from the [Accounting Type] drop-down list.

4. Click [Apply] to reboot the machine.

5. Expand the [Security] folder, and then click [Authentication Configuration]. On the page displayed, select [Login to Remote Accounts] from the [Login Type] drop-down list.

6. Click [Apply] to reboot the machine.

7. Expand the [Security] folder, and then click [Authentication Configuration]. On the page displayed, place a checkmark in the [Enabled] box for each service that you wish to restrict access to.

NOTE: If the [Guest User] box is available and configurable, consider whether it is advisable in your network environment to allow simple passcode, guest access to this restricted service machine. The default setting is [Off].

8. Click [Next].

9. Click [Configure] for [Authentication System].

10. Select your system from the [Authentication System Settings] drop-down list. Configure the [Server Response Time-Out] and [Search Time-Out] settings. Click [Apply].

11. For further configuration, refer to one of the following sections depending on the system selected in [Authentication System Settings] in step 10:

    Configuring Remote Authentication for Kerberos (Windows 2000) – page 333

    Configuring Remote Authentication for Kerberos (Solaris) – page 333

    Configuring Remote Authentication for SMB – page 333

    Configuring Remote Authentication for LDAP – page 334

Configuring Remote Authentication for Kerberos (Windows 2000)

At your Workstation:

1. Click the [Properties] tab.

2. Expand the [Security] folder, and then the [Remote Authentication Servers] folder.

3. Click [Kerberos Server].

4. Under [Kerberos Server 1 (Default)], enter the IP address and port of the primary server (domain controller running the key distribution center service).

5. Enter the IP address and port of the secondary server (domain controller), if necessary.

6. Enter the Windows 2000 domain in the [Domain Name] box. For example (in uppercase): EXAMPLE.COM

7. Enter details for up to four alternate domain controllers and backups, if required.

8. Click [Apply].

Configuring Remote Authentication for Kerberos (Solaris)

At Your Workstation:

1. Click the [Properties] tab.

2. Expand the [Security] folder, and then the [Remote Authentication Servers] folder.

3. Click [Kerberos Server].

4. Under [Kerberos Server 1 (Default)], enter the IP address and port of the primary server (the server running the key distribution center service).

5. Enter the IP address and port of the secondary server, if necessary.

6. Enter the domain in the [Domain Name] box. For example: example.com

7. Enter details for up to four alternate servers and backups, if required.

8. Click [Apply].

Configuring Remote Authentication for SMB

At Your Workstation:

1. Click the [Properties] tab.

2. Expand the [Security] folder, and then the [Remote Authentication Servers] folder.

3. Click [SMB Server].

4. From the [SMB Server Setup] drop-down menu, select your desired method.

5. Enter the domain name (up to 64 characters) in the [Domain Name] box. This setting is mandatory.

6. Enter the IP Address of the domain controller in the [Server Name/IP Address] box (if [By Domain Name and Server Address / IP Address] was selected for [SMB Server Setup]).

7. Repeat steps 7 and 8 for the configuration of up to four additional backup domain controllers, if applicable.

8. Click [Apply].

Configuring Remote Authentication for LDAP

Refer to your LDAP server documentation for the full range of information that can be entered into this LDAP dialog to fully support both e-mail applications and authentication using your LDAP server.

The path to the LDAP dialog is as follows:

At Your Workstation:

1. Click the [Properties] tab.

2. Expand the [Connectivity] folder, the [Protocols] folder, and then the [LDAP] folder.

3. Click [LDAP Server].

4. Under [Server Information], enter the IP address (or host name) in the box supplied.

NOTE: If entering a fully qualified host name (for example, ldapserver.xerox.com), make sure that the specified domain name matches the machine's TCP/IP configuration (domain name shown under DNS on the machine's Configuration Report).

5. Enter the port number (default of 389).

6. If available, decide whether or not to use encryption (Authentication with SSL) when accessing the LDAP server.

7. Specify the LDAP server environment from the [LDAP Server] drop-down list.

8. If required, enter the path to the LDAP objects to limit the LDAP search in the [Search Directory Root] field. The entry should be in base DN format (for instance, ou=people, dc=xerox, dc=com).

9. In [Login Name], [Password], and [Retype Password], enter the machine's login name and password (if required). Note that, quite often, to simply supply address information for e-mail, no login is required.

10. Enter your required number for [Maximum Number of Search Results].

11. Enter the required time to wait for [Search Time-Out]. Alternatively, you may select [Wait LDAP Server Limit].

12. Place a checkmark in the [LDAP Referrals] box if you would like the server to refer to additional LDAP servers, when user information is initially unavailable.

13. If you enabled [LDAP Referrals], enter the number of additional servers to check for user information, into [LDAP Referral Hop Limit].

14. For [Search Name Order], select the method that you would like LDAP to use to perform searches.

15. Click [Apply].

LDAP User Mappings

You can click the [LDAP User Mappings] link to specify the attributes to search for within the LDAP database. Make sure that any entries made in the [Imported Heading] boxes are in LDAP nomenclature. For example, you would enter sn (surname) to search for the user's last name, and givenName to search for the users first name. Enter cn (Common Name) to search for the most commonly used name (given name joined to surname) to identify specific users within the LDAP system.

LDAP Authentication

To set LDAP for authentication, click the [LDAP Authentication] link. For [Authentication Method], choose either [Direct Authentication] or [Authentication of User Attributes]. [Direct Authentication] sets authentication with the LDAP server with the user name and password entered by the user. [Authentication of User Attributes] sets authentication with the LDAP server to the attributes listed on this dialog, such as samAccountName. Unless you are very familiar with LDAP, do not add text strings to the User Name.

LDAP Group Access

LDAP server user groups can be used to control access to certain areas of the machine. For example, the LDAP server may contain a group of users called "Admin". You can configure the "Admin" group on the machine so that the members of that group will have administrator access to the machine. When a user logs in to the machine with their network authentication account, the machine performs an LDAP lookup to determine if the user is a member of any groups. If the LDAP server confirms that the user is a member of the "Admin" group, the user will have administrator access. In the [System Administrator Access Group] box, enter the name of the group, defined at the LDAP server, that you want to provide with System Administrator access to the machine. Repeat the process for other LDAP group access boxes.

Custom Filters

For [E-mail Address Filter], in the box provided, type in the LDAP search string (filter) that you wish to apply. The filter defines a series of conditions that the LDAP search must fulfill in order to return the information you seek. The form of the typed search string (filter) is LDAP objects placed inside parenthesis. For example, to find all users that have an E-Mail attribute (mail enabled), type (objectClass=user) (mail=*). If you are not familiar with LDAP search strings, use a web browser search to find examples.

Network Authentication Setup

Network authentication uses the user information managed on a remote Accounting server to manage authentication (access) to available machine services.

Enabling Network Authentication

To enable Network Authentication for use with this machine, at your networked workstation, perform the following steps:

1. Open your web browser and enter the TCP/IP address of the machine in the [Address] or [Location] field. Click [Enter] to access CentreWare Internet Services.

2. Click the [Properties] tab.

3. Expand the [Security] folder, and then click [Authentication Configuration]. On the page displayed, select [Login to Remote Accounts] from the [Login Type] drop-down list.

4. Click [Apply] to reboot the machine.

5. Expand the [Accounting] folder, and then click [Accounting Configuration]. On the page displayed, select [Network Accounting] from the [Accounting Mode] drop-down list.

6. Click [Apply] to reboot the machine.

7. Expand the [Security] folder, and then click [Authentication Configuration]. On the page displayed, place a checkmark in the [Enabled] box for each service that you wish to restrict access to. Do not place a checkmark in the [Non-account Print] box if you wish to enable users without accounts to continue to print.

8. From the [Verify User Details] drop-down menu, select either [Yes] or [No (keep logon records)]. The [Yes] selection will verify user information. When [No (keep logon records)] is selected, a user ID and account ID must be entered at the machine, but user information will not be checked. A logon record will be kept by the machine, however.

9. If the [Guest User] box is available and configurable, consider whether it is advisable in your network environment to allow simple password, guest access to this restricted service machine. The default setting is [Off].

10. If you wish to allow guest access, enter your guest passcode twice in the boxes provided.

11. Click [Apply].

12. Refresh your web browser, and then click [User Details Setup] to configure the [Store User Details] setting. Note that you can set either NVM or the hard disk as the destination for saved authentication information. [User Details Setup] also allows you to configure the characteristics of the login prompt for user authentication.

Configuring Communications Between the Accounting Server and the Machine

Refer to the remote Accounting server manufacturer's documentation for the specific procedures to follow to configure communications between the server and the machine.

The server will contact the machine based upon Accounting service parameters set up at the server, such as the machine's IP address and polling frequency.

Required network communications and server settings will be stated by the server's manufacturer.

The following is a sample list of setup requirements for Equitrac's Accounting service:

• Enable TCP/IP and HTTP on the machine.

• Set up a static or reserved DHCP IP address for the machine.

• Enable TCP/IP port 80 communications at the machine.

• Download the Controller Interface for Xerox from the Equitrac web site.

• Install the Controller Interface for Xerox at the server.

- Verify that you have purchased a license for the Controller Interface for Xerox, as well as a license for each device communicating with the server.

- Register each multifunction device at the server (using the device's IP address for identification).

Enabling the Accounting Option in Workstation Print Drivers

Use the Windows [Add Printer] dialogs to add the machine's print driver to individual, networked workstations.

In the print driver default setting dialogs, locate and then enable the Accounting option. This step assures that print jobs from individual workstations will be recognized by the authentication system, rather than being unrecognized and deleted by the machine.

For Windows operating systems, the default setting dialogs are accessed by right-mouse clicking on the printer's icon in the [Printers] window for Windows 2000, or in the [Printers and Faxes] window for Windows XP. Select [Properties] from the displayed menu, and then locate and enable the Accounting option.

Xerox Secure Access Setup

Xerox Secure Access enables customers to leverage Xerox Partner Solutions to provide user authentication with an optional card reader. Users can access the features available at the machine once they have been authenticated.

Secure Access and Accounting

For accounting purposes, Xerox Secure Access works with Network Accounting. To configure Xerox Secure Access with Network Accounting, refer to *Network Authentication Setup on page 335*.

NOTE: Secure Access cannot be enabled at the same time as Foreign Device Interface.

Information Checklist

1. Ensure that the machine is fully functional on the network. TCP/IP and HTTP protocols must be configured so that Internet Services can be accessed.

2. Ensure that the Xerox Partner authentication solution (Secure Access Server, Controller, and Card Reader) is installed and communicating with the machine. Follow the installation instructions from the manufacturer of the authentication solution to correctly set the devices up.

3. Ensure that SSL (Secure Sockets Layer) is configured on the machine. The Xerox Partner authentication solution communicates with the machine via HTTPS.

4. Ensure that Network Accounting is configured. Enter the machine's IP address on your web browser to access CentreWare Internet Services. Click the [Properties] tab, expand the [Security] folder, click [Authentication Configuration], and select [Xerox Secure Access] for [Login Type], matched to [Network Accounting] for [Accounting Type].

For instructions on setting up your Network Accounting server, refer to the instructions that came with your accounting package, as well as *Network Authentication Setup on page 335*.

You may also need another Authentication Server (running LDAP in an ADS environment, for example) to communicate with the Secure Access Server providing that server with user credentialing information. A second Authentication

Server may be necessary for web User Interface Authentication, if this feature is additionally desired.

Configuring Xerox Secure Access to Work with Remote Authentication

At Your Workstation:

1. Open your web browser and enter the TCP/IP address of the machine in the [Address] or [Location] field. Click [Enter] to access CentreWare Internet Services.

2. Click the [Properties] tab.

3. Expand the [Security] folder, and then click [Authentication Configuration]. The [Authentication Configuration > Step 1 of 2] page appears.

4. Select [Xerox Secure Access] from the [Login Type] drop-down list.

5. Click [Apply] to reboot the machine.

6. Expand the [Security] folder, and then click [Authentication Configuration]. On the [Authentication Configuration > Step 1 of 2 area] page:

a) Select the [Enabled] box for each service that you wish to restrict access to. Do not place a checkmark in the [Non-account Print] box if you wish to enable users without accounts to continue to print.

b) Click [Apply], and then reboot the machine following the prompt.

c) Click [Next]. The [Authentication Configuration > Step 2 of 2] page appears.

7. On the [Authentication Configuration > Step 2 of 2] page, select [Configure] for [Authentication System]. The [Authentication System] page appears.

Enabling Specific Xerox Secure Access Settings

1. Open your web browser and enter the TCP/IP address of the machine in the [Address] or [Location] field. Click [Enter].

2. Click the [Properties] tab.

3. Expand the [Security] folder, and then the [Remote Authentication Servers] folder.

4. Click [Xerox Secure Access Settings].

5. In [Xerox Secure Access Settings]:

a) Enter text into the [Default Prompt] and [Default Title] boxes to create the prompt and prompt title that will be displayed on the machine's screen informing users how to authenticate themselves at the machine.

NOTE: If the [Default Prompt] and [Default Title] have been configured on the Secure Access server, then that information will override the information entered here.

b) Select the [Enable] box for [Local Login] to allow users to log in locally to the machine.

c) Select the [Enable] box for [Get Accounting Code] to get user accounting data from a networked Accounting Server (if used).

d) Configure the [Connection Time-Out] setting.

e) Click [Apply].

Adding the Secure Access to the Server

1. On the Windows 2000 desktop, from the [Start] menu, click [Settings] and then [Printers].
   On the Windows XP desktop, from the [Start] menu, click [Printers and Faxes].
   On the Windows Vista desktop, from the [Start] menu, click [Control Panel] and then [Printer(s)].

2. Click [Add Printer].

3. When the [Add Printer Wizard] screen displays, click [Next].

4. Select [Local Printer]. Make sure that the [Automatically detect and install my Plug and Play printer] box is unchecked. Click [Next].

5. Select [Create a new port] and choose [Secure Access Port] from the [Type] drop-down menu. ([Secure Access Port] becomes available when it is installed). Click [Next].

6. When prompted, enter the IP address of the machine.

7. Enter a name for the print queue (such as raw). If you selected the Standard TCP/IP port, you can accept the default name provided by Windows. Click [Next].

8. You will be prompted for a print driver. Select [Have Disk] and browse to the location of your print driver.

9. Select the .INF file, and then click [Open].

10. When the [Install from Disk] screen displays, verify that the path and file name are correct and click [OK].

11. Select the model that corresponds to your machine, and then click [Next].

12. Enter a name for your machine and select either [Yes] or [No] for making the machine your default Windows printer. Select [Yes] if you will be printing primarily to the machine from your Windows applications. Click [Next].

13. If the [Printer Sharing] screen displays, select [Do not share this printer], unless the machine is directly connected to your workstation and you wish to share it with other network users. Click [Next].

14. Select [Yes] to print a test page. Click [Next].

15. Click [Finish].

Using Secure Access

1. Read the machine's User Interface prompt to determine what needs to be done to be authenticated at the machine. Authentication methods include swiping a card, placing a proximity card near the reader, or entering a user ID or PIN (personal identification number).

2. If the machine requests further information such as accounting details, enter this information at the User Interface.

3. The machine will confirm successful authentication allowing access to previously locked system features.

4. When finished using system features, press the <Login/Out> button twice on the machine's control panel to close your account.

15 Problem Solving

This chapter describes solutions to problems that you may come across while using the machine. The machine has certain built-in diagnostic capabilities to help identify problems and faults, and displays error messages whenever problems or conflicts occur. There is also a section on troubleshooting common faults.

Fault Clearance Procedure

If a fault or problem occurs, there are several ways in which you can identify the type of fault. Once a fault or problem is identified, establish the probable cause, and then apply the appropriate solution.

- If a fault occurs, first refer to the screen messages and animated graphics and clear the fault in the order specified.

- If the problem is not solved by following the screen messages and graphics, refer to *Common Problems on page 358* and apply the appropriate solution as described.

- Also refer to the fault codes displayed on the touch screen in Machine Status mode. Refer to *Fault Codes on page 382* for an explanation of some of the fault codes and corresponding corrective actions.

- In some cases, it may be necessary to switch the machine off and then on. Refer to Power On/Off in the Product Overview chapter of the User Guide.

NOTE: Failure to leave at least 20 seconds between a power off and a power on can result in damage to the hard disk in the machine.

- If the problem persists, or a message indicates that you should call for service, refer to *Network-related Problems on page 362*.

NOTE: In the event of a power failure, all the queued jobs will be saved on the machine's hard disk. The machine will resume processing queued jobs when the power to the machine is restored.

Paper Jams

When a sheet of paper jams inside the machine, the machine stops the operation and beeps, and a message is displayed on the touch screen. Follow the instructions displayed to remove the jammed paper.

Gently remove the paper taking care not to tear it. If paper is torn while it is being removed from the machine, remove all the torn pieces making sure that none remain inside. If a paper jam message is displayed again, paper is probably jammed at another location. Clear this by following the message on the display.

When you have finished clearing a paper jam, printing automatically resumes from the point before the paper jam occurred.

⚠ **WARNING**

• If you need to pull out a tray to remove paper jam, contact your local Xerox representative.

⚠ **CAUTION**

• Do not attempt to remove a paper jammed deeply inside the product, particularly a paper wrapped around a fuser or a heat roller. Switch off the product promptly and contact your local Xerox representative.

This section describes how to clear paper jams in the following locations:

Tray 6
(High Capacity
Feeder)
Top Cover

Tray 6
(High Capacity
Feeder)
Front Cover

Office Finisher LX
Top Cover

Office Finisher LX
Front Cover

Office Finisher LX
Transport Cover F

Tray 3
Tray 4
(High Capacity
Tandem Tray)
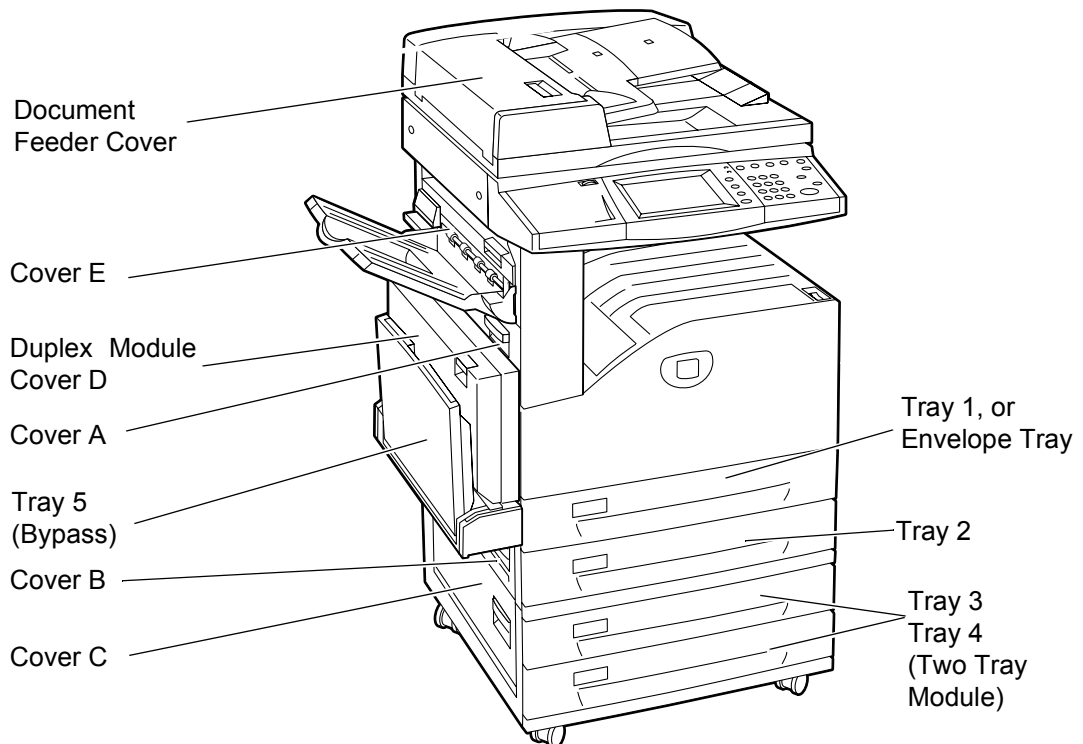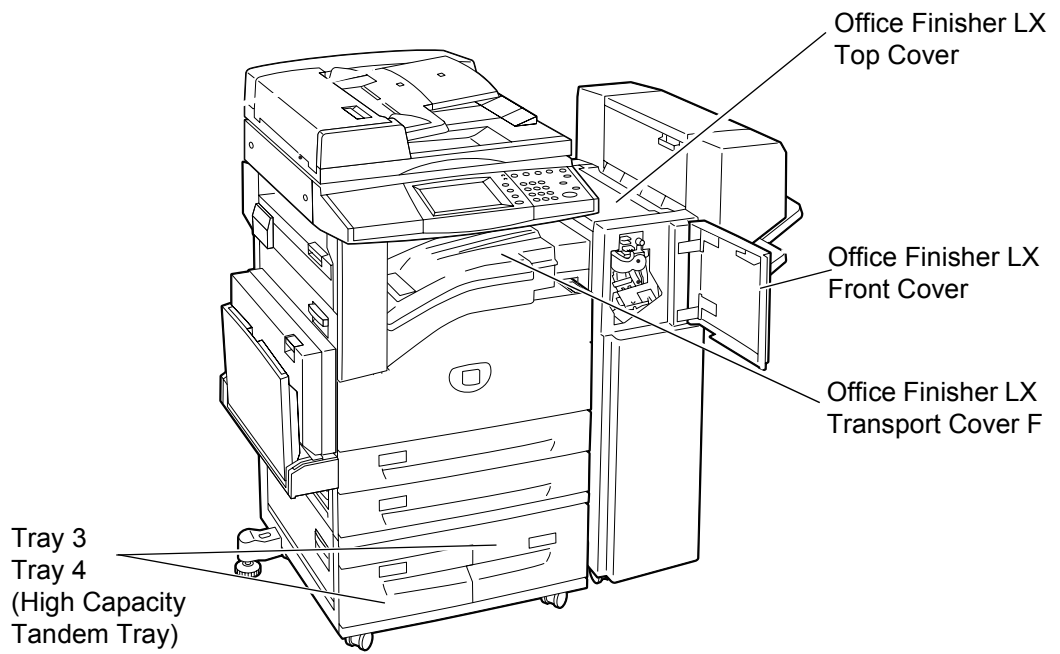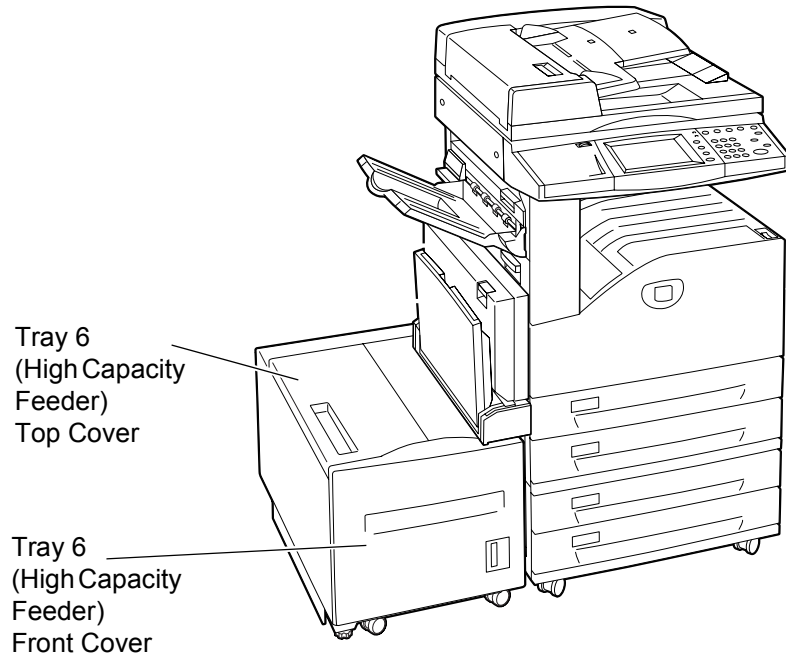
Integrated Office Finisher
Top Cover
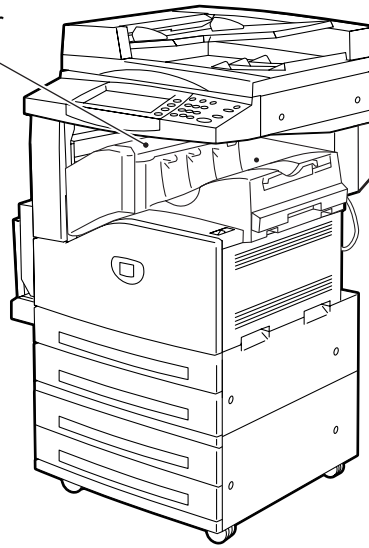
Paper Jams in Cover A – page 345

Paper Jams in Cover B – page 346

Paper Jams in Cover C – page 347

Paper Jams in Cover E – page 347

Paper Jams in Trays 1 and 2, Trays 3 and 4 (Optional), and the Envelope Tray (Optional) – page 348

Paper Jams in the High Capacity Tandem Tray (Optional) – page 348

Paper Jams in Tray 5 (Bypass) – page 349

Paper Jams in the High Capacity Feeder (Optional) – page 349

Paper Jams in the Integrated Office Finisher (Optional) – page 351

Paper Jams in the Office Finisher LX (Optional) – page 351

Media jams happen for a variety of reasons. Check the guidelines below to reduce potential jams in the machine.

- Use only recommended media. Refer to *Supported Paper Sizes in the Paper and Other Media chapter on page 23* and *Appendix on page 421* for a list of recommended media types.

- Protect unused media by storing it in its wrapper, on a flat surface.

- The orientation of the media in the paper tray must match the orientation of the documents.

- Check the maximum fill line in the tray to make sure the paper tray is not overloaded.

- Do not use media that is torn, wrinkled, or folded.

Paper Jams in Cover A

Follow the steps below to clear paper jams in Cover A using green levers A1 and A2. Follow the messages on the touch screen and remove jammed paper from the specified location.

Green Lever A1

1. Open the bypass tray, and then open Cover A while lifting up the release lever.
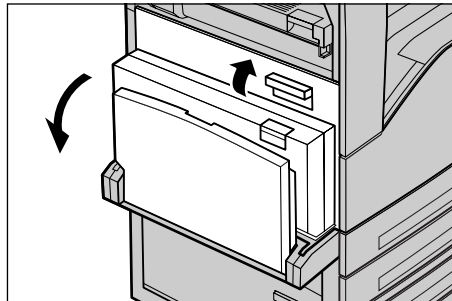
2. If the jammed paper is inside the fuser unit, rotate the green lever A1 in the direction of the arrow to feed the paper from the top of the fuser unit.
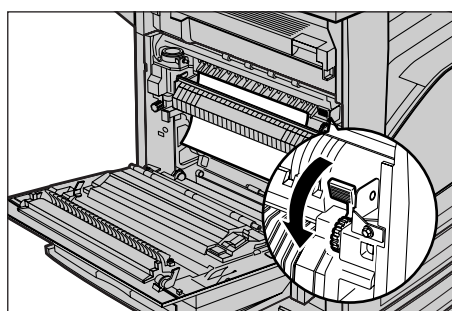
3. Pull out the paper from the machine in the direction of the arrow.

4. Close Cover A until it latches, and then close the bypass tray.
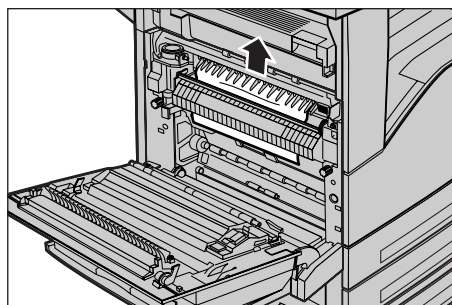
Green Lever A2

1. Open the bypass tray, and then open Cover A while lifting up the release lever.
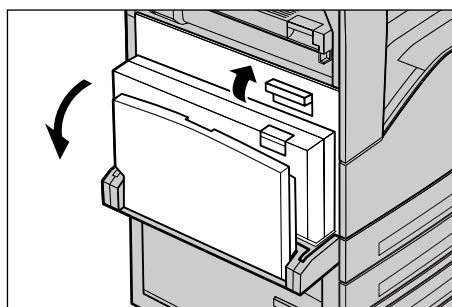
2. If the jammed paper is inside the fuser unit, lower the green lever A2 in the direction of the arrow to open the fuser unit cover.
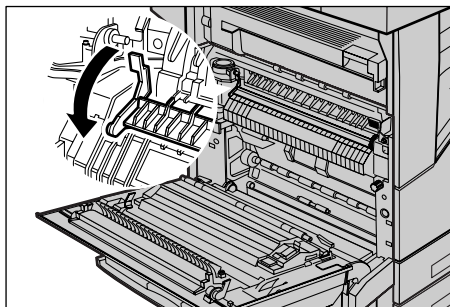
3. If the jammed paper is found in the fuser unit, hold the green lever and carefully remove the paper from the machine.

NOTE: Be careful not to touch the fuser unit. It may be hot.

4. Close Cover A until it latches, and then close the bypass tray.
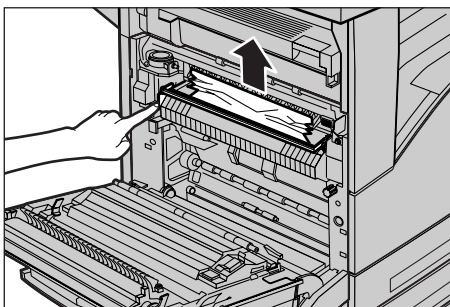
Paper Jams in Cover B

Follow the steps below to rectify paper jams in Cover B.

1. Open Cover B while lifting up the release lever.
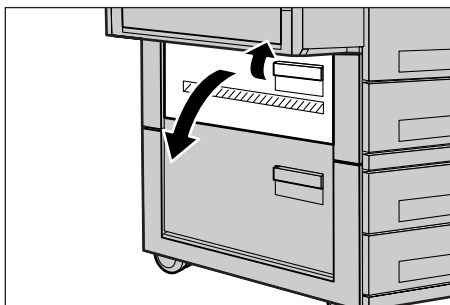
2. Remove the jammed paper.

3. Close Cover B until it latches.

NOTE: Firmly press the center of the cover to close it.
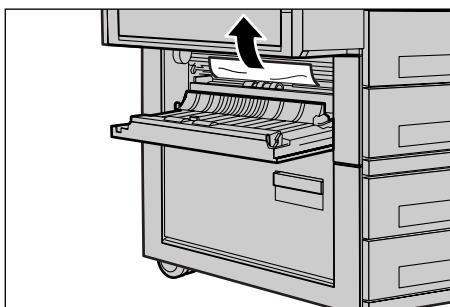
Paper Jams in Cover C

Follow the steps below to clear paper jams in Cover C.

1. Open Cover C while lifting up the release lever.
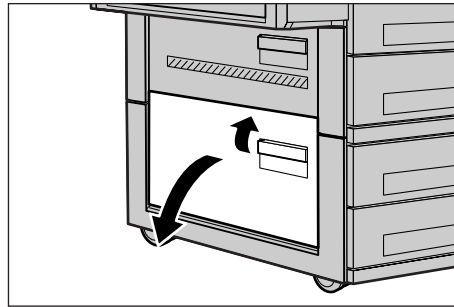
2. Remove the jammed paper.

3. Close Cover C until it latches.
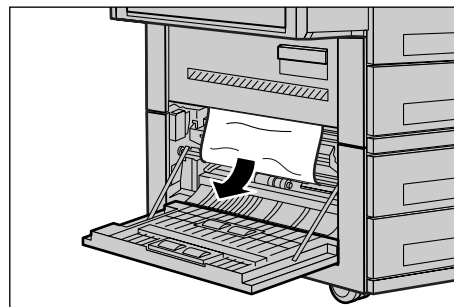
Paper Jams in Cover E

Follow the steps below to clear paper jams in Cover E.

1. Open the bypass tray, and then open Cover A while lifting up the release lever.
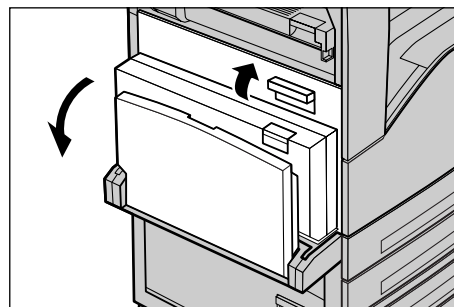
2. Lift up the handle to open Cover E.
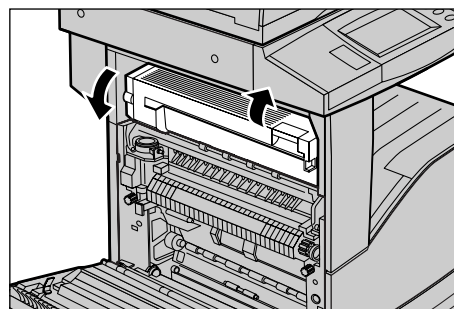
3. Remove the jammed paper.

4. Close Cover E.

5. Close Cover A until it latches, and then close the bypass tray.
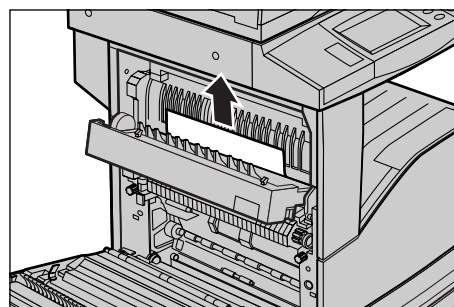
Paper Jams in Trays 1 and 2, Trays 3 and 4 (Optional), and the Envelope Tray (Optional)

Follow the steps below to clear paper jams in Trays 1 to 4, and the Envelope Tray of the machine.

1. Open Tray 1, 2, 3 or 4, or the Envelope Tray.

2. Remove the jammed paper.

3. Close the paper tray.
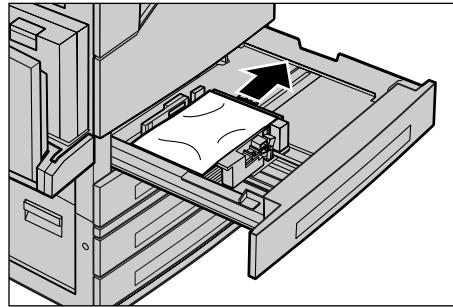
Paper Jams in the High Capacity Tandem Tray (Optional)

Follow the steps below to clear paper jams in the High Capacity Tandem Tray.

In Tray 3

1. Pull out Tray 3 of the High Capacity Tandem Tray.

2. Remove the jammed paper.

3. Close Tray 3.
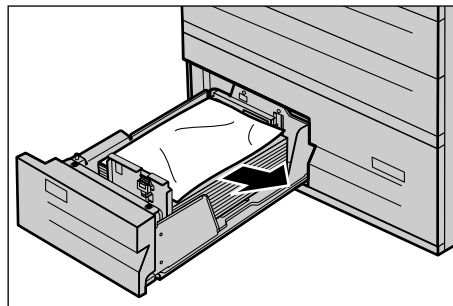
In Tray 4

1. Pull out Tray 4 of the High Capacity Tandem Tray.

2. Remove the jammed paper.

3. If paper is jammed underneath the inner cover, open the cover and remove the paper.

4. Close Tray 4.
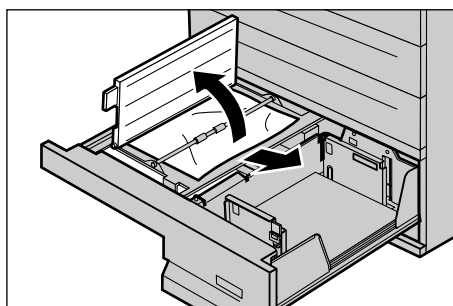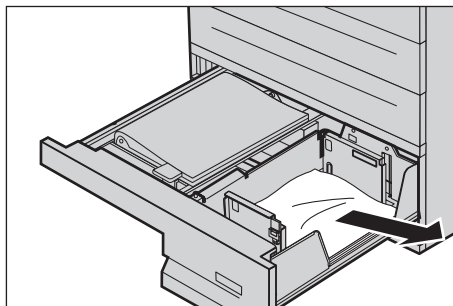
Paper Jams in Tray 5 (Bypass)

Follow the steps below to clear paper jams in the bypass tray.

1. Remove the jammed paper in the bypass tray.
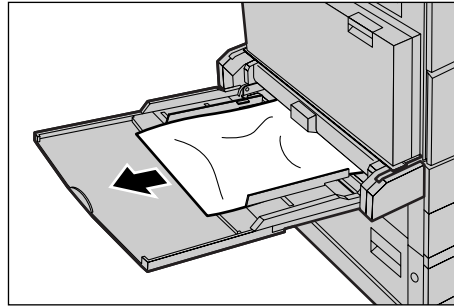
Paper Jams in the Duplex Module Cover D (Optional)

Follow the steps below to clear paper jams in the Duplex Module.

1. Open the bypass tray.

2. Open the Duplex Module Cover D while lifting up the release lever.

3. Remove the jammed paper inside the Duplex Module.

4. Close the Duplex Module Cover D until it latches.

5. Close the bypass tray.
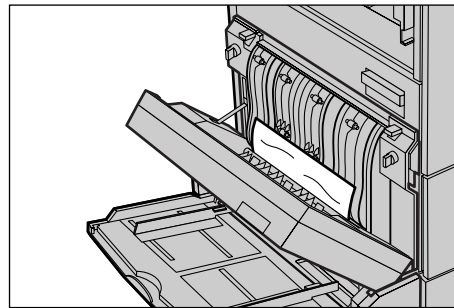
Paper Jams in the High Capacity Feeder (Optional)

Follow the steps below to clear paper jams in/around the High Capacity Feeder (Tray 6).

At the Exit of Tray 6

1. Make sure that the screw is removed from the left side of Tray 6.

NOTE: The screw should have been removed during the installation of Tray 6.
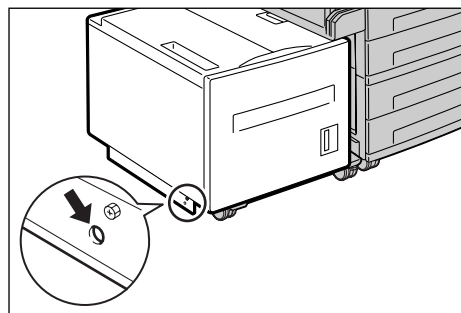
2. Hold the handle on the top left of Tray 6, and move Tray 6 to the left of the machine.

3. Remove the jammed paper.

4. Gently put Tray 6 back into position.
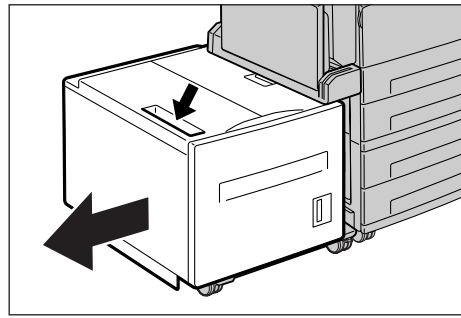
Under the Top Cover of Tray 6

1. Open the top cover of Tray 6.
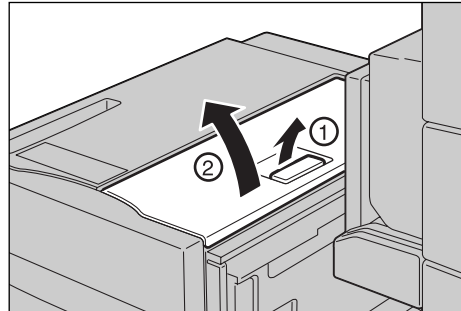
2. Remove the jammed paper.

3. Close the top cover.
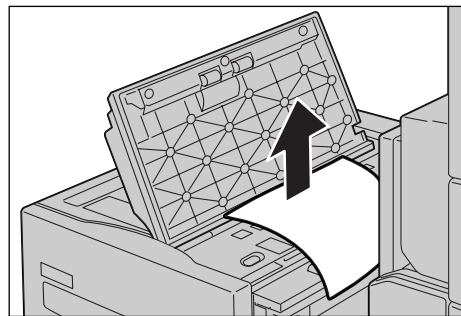
In Tray 6

1. Pull out Tray 6.
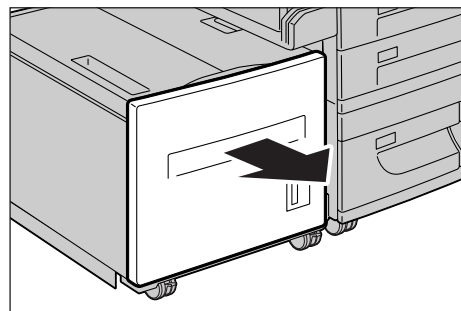
2. Remove the jammed paper.

3. Close Tray 6.
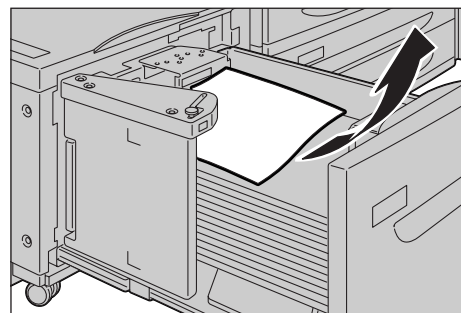
Paper Jams in the Integrated Office Finisher (Optional)

Follow the steps below to clear paper jams in the Integrated Office Finisher Top Cover.

Integrated Office Finisher Top Cover

1. Open the Integrated Office Finisher top cover.

2. Turn the wheel to remove the jammed paper.
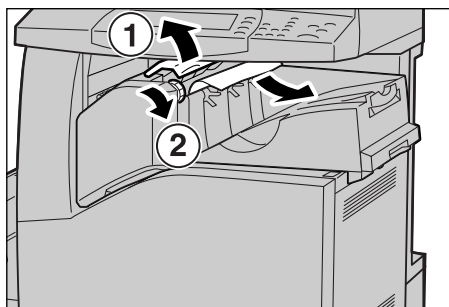
3. Close the Integrated Office Finisher top cover.

NOTE: If a paper jam message appears again or you cannot see the jammed paper inside the machine, the Integrated Office Finisher must be removed to clear the jam. For details on how to remove the Integrated Office Finisher, refer to the manual provided with the Integrated Office Finisher.

Paper Jams in the Office Finisher LX (Optional)

Follow the steps below to clear paper jams in the Office Finisher LX (optional).

Office Finisher LX Top Cover

1. Use the lever shown in the illustration to open the Office Finisher LX top cover.
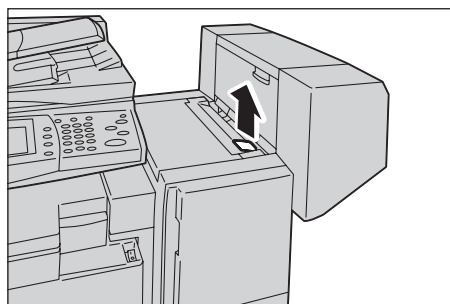
The top cover opens.

2. Remove the jammed paper.
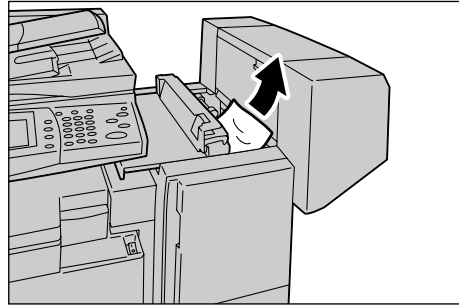
3. Close the Office Finisher LX top cover.

Office Finisher LX Transport Cover F

1. Open the Office Finisher LX Transport Cover F.
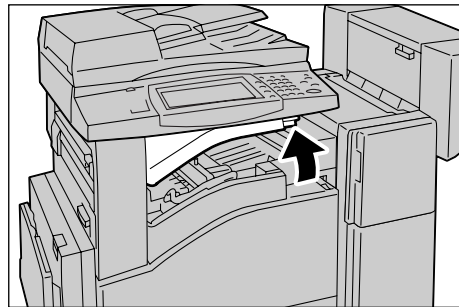
2. Remove the jammed paper.
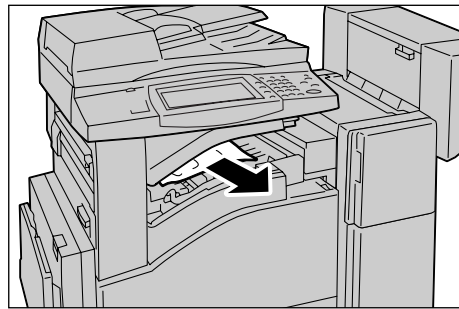
3. Close the Office Finisher LX Transport Cover F.

NOTE: If a paper jam message appears again or you cannot see the jammed paper inside the machine, the Office Finisher LX must be removed to clear the jam. For details on how to remove the Office Finisher LX, refer to the manual provided with the Office Finisher LX.

Document Jams

If a document jams in the document feeder, the machine stops, and an error message is displayed on the touch screen. Clear the document jam according to the instructions displayed, and then reload the document in the document feeder.

Follow the steps below to clear document jams in the document feeder.

1. Open the document feeder cover, and then remove the jammed document. If prompted on the touch screen, turn the green wheel to feed the jammed document out of the document feeder.
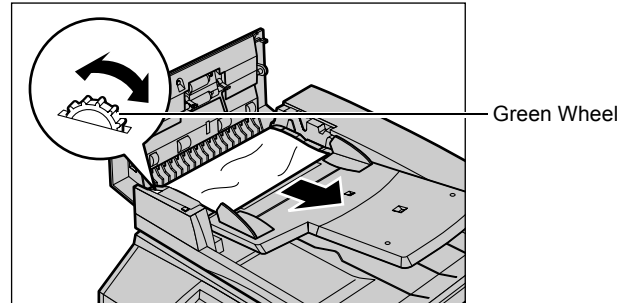
Green Wheel

2. If a double-sided document is jammed underneath the inner cover, open it and turn the green wheel to remove the document.

3. Close the inner cover, and then the document feeder cover.

Inner Cover
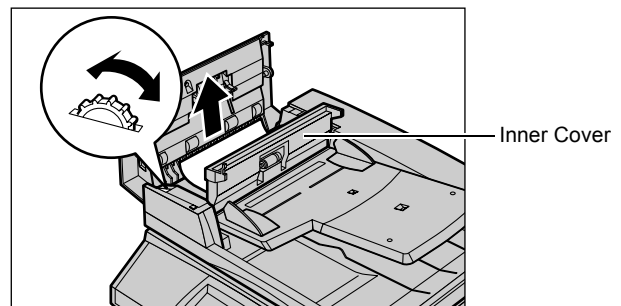
Stapler Faults

The following describes stapler troubles when the Finisher (optional) is installed.

Follow the procedures on the following pages when copies are not stapled or when staples are bent. Contact your Xerox Welcome Center if the problem persists after you have tried the following solutions.

> **⚠ CAUTION**
> • Be careful in removing jammed staples.

Unstapled	Bent staple
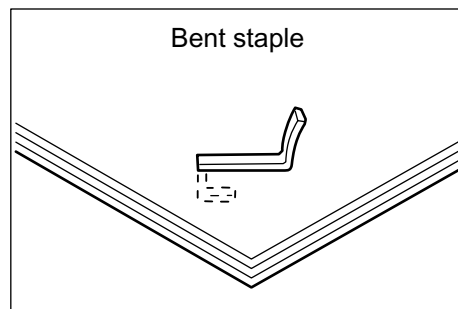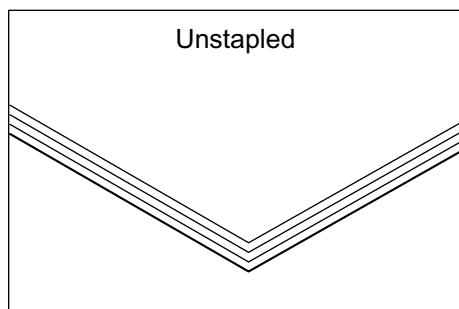
If staples are stapled on the copies in the manner shown in the figures below, contact your Xerox Welcome Center.

One side of staple rising up	Staple bent in reverse direction

Flattened staple	Entire staple rising up

Staple rising up with center pressed in
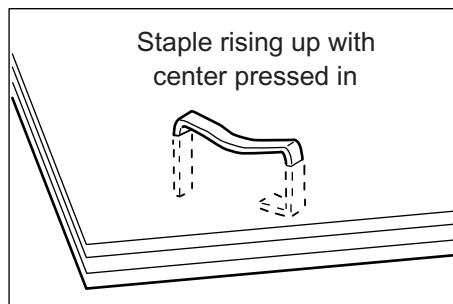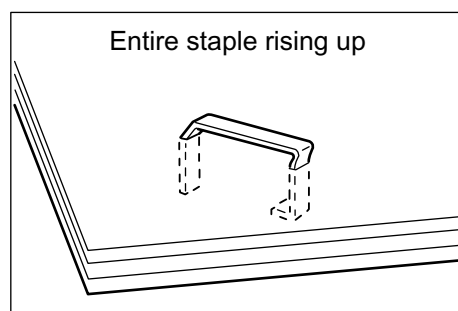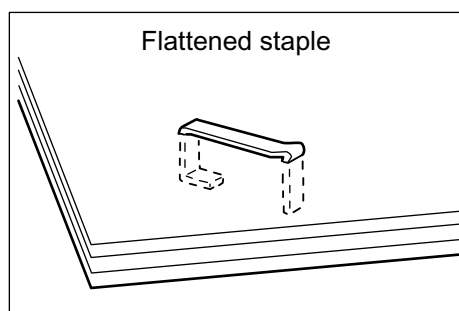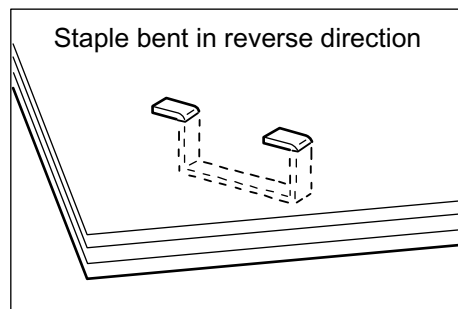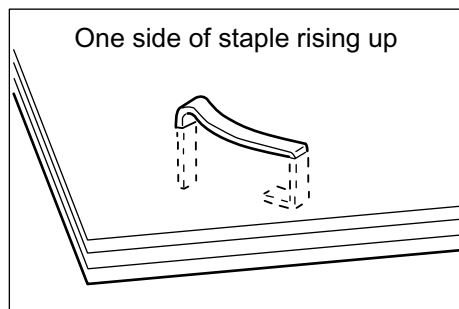
Staple Jams in the Integrated Office Finisher (Optional)

The following describes how to clear staple jams when the Integrated Office Finisher (optional) is installed.

1. Make sure that the machine has stopped, and then open the front cover on the Integrated Office Finisher.
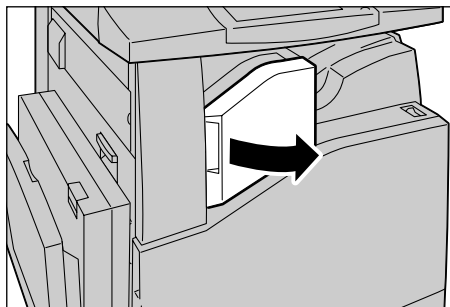
2. Take the staple cartridge out of the finisher.
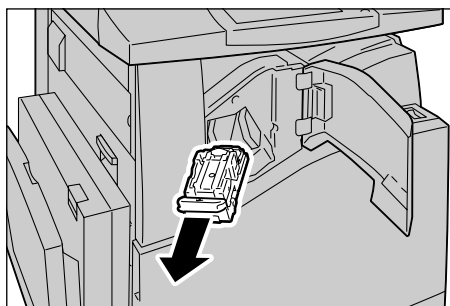
3. After removing the staple cartridge, check the inside of the Integrated Office Finisher for any remaining staples.
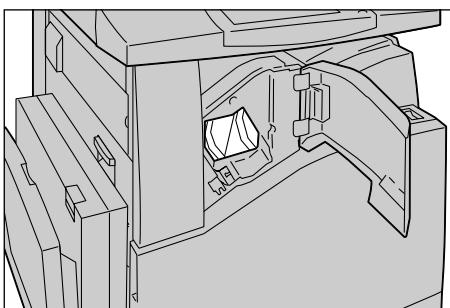
4. Pull up the front lever on the staple cartridge.
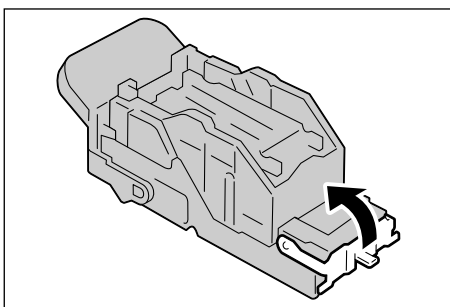
5. Remove the entire staple sheet including the jammed staple.

NOTE: Remove the entire staple sheet. Do not remove the jammed staple only.
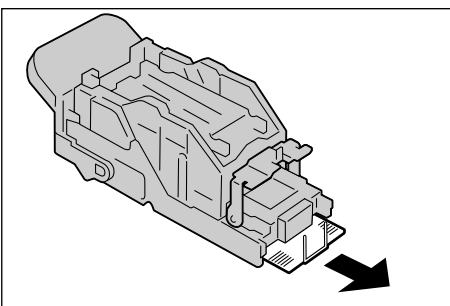
6. Pull down the front lever on the staple cartridge until it clicks into place.
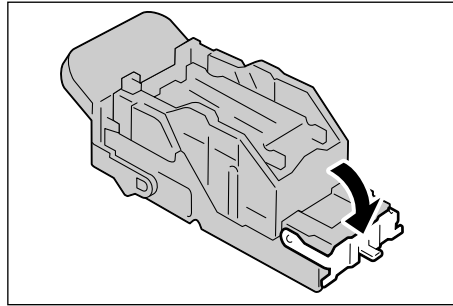
7. Return the staple cartridge to its original position.
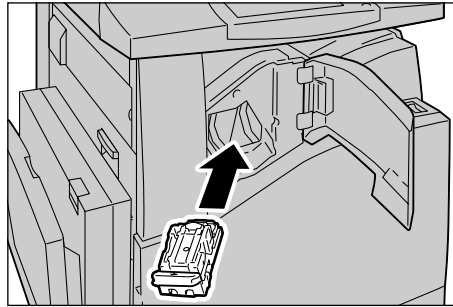
8. Close the front cover of the Integrated Office Finisher.

If the staples cannot be removed after carrying out the above procedures, contact your Xerox Welcome Center.

Staple Jams in the Office Finisher LX (Optional)

The following describes how to clear staple jams when the Office Finisher LX (optional) is installed.

1. Make sure that the machine has stopped, and then open the front cover on the Office Finisher LX.
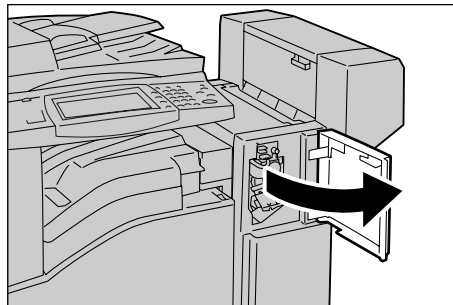
2. Hold the staple cartridge by Lever R1, and slide the cartridge rightward.

Lever R1
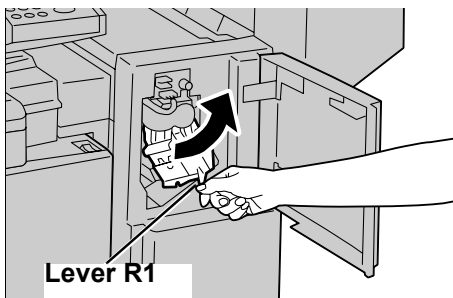
3. Hold the staple cartridge by the orange lever, and lift up to remove the cartridge. Check the inside of the Office Finisher LX for any remaining staples.
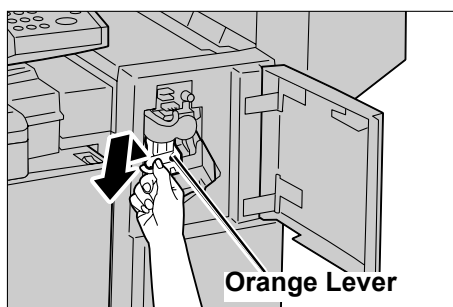
Orange Lever

4. Pull up the front lever on the staple cartridge.

5. Remove the entire staple sheet including the jammed staple.

NOTE: Remove the entire staple sheet. Do not remove the jammed staple only.

6. Pull down the front lever on the staple cartridge until it clicks into place.

7. Hold the staple cartridge by the orange lever, and return the cartridge to its original position.

Orange Lever
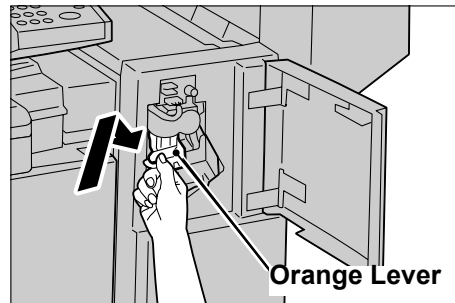
8. Close the front cover of the Office Finisher LX.

If the staples cannot be removed after carrying out the above procedures, contact your Xerox Welcome Center.

Common Problems

If you are experiencing difficulties using the machine, check the suggestions in the following tables for advice. If this does not remedy the problem, refer to *Fault Clearance Procedure on page 341*.

Symptom	Recommendation
The machine will not power on.	• Check the power cord. • Check that the power switch is in the ON position. • Check that the RESET button on the back of the machine is not in the tripped (popped up) position. Push the button to reset. • Check that the AC outlet is supplying voltage. Connect another appliance to the outlet to verify the voltage supply.
The document will not feed through the document feeder.	• Check that the document feeder is not overloaded. The document feeder can hold a maximum of 50 sheets. • Check that the document is fully inserted into the document feeder.
The machine does not display the High Capacity Tandem Tray (or one of the paper trays) as one of the Paper Supply selections.	• Check that no paper trays are open. If a tray is ajar, the machine cannot sense its connection. • Open and close each paper tray and the High Capacity Tandem Tray. If this does not rectify the problem, then power the machine off and then on.
The machine does not display the finisher options.	• Check that the cables from the finisher are securely connected to the machine. • Slide the Finisher into its correct position. • The machine configures itself when additional options are attached.
The machine does not accept documents into memory.	• Check with the System Administrator about available memory. • If memory is almost full, print and delete unnecessary files.
The machine displays a memory full error message.	• Check with the System Administrator about available memory. • Divide the remaining pages of the job into several small jobs and run the job again.
The machine displays a tray fault.	• Follow the steps below. 1. Open the paper tray. 2. Move the paper tray guides away from the paper. 3. Move the paper tray guides against the paper so that they are just touching the paper. 4. Power the machine off and then on.

Symptom	Recommendation
Deformed transparencies	• Check that [Transparency] is selected in [Paper Type]. The machine automatically adjusts the handling for transparencies. Transparencies tolerate less heat than paper.
Blank output	• Check that the document is loaded face up in the document feeder. • If the cartridge is new, the toner may not be dispensed. Repeat the job. • Reinstall the drum cartridge and the toner cartridge. • Replace the drum cartridge. • Replace the toner cartridge if the screen message for replacement is displayed.
Streaks, solid or dotted lines, or spots	• Clean the document glass, the CVT glass, the areas under the platen cover, the document feeder, and the paper guides. • Completely remove the ROS cleaner and reinsert the ROS cleaner to clean the raster output scanner. • If the machine has been idle for an extended period of time, or if the toner or drum cartridge is new, begin the job again. • Run the job using the document glass. • Check the quality of the document. Use [Edge Erase] to remove lines and marks from the edges of the document. • Replace the drum cartridge. • Load fresh paper. • Check the humidity of the machine location.
Output is too light or too dark.	• Load fresh paper. • Check the quality of the document. • Select [Lighten/Darken] on the touch screen. • Run off more prints until the copy quality improves. • Replace the drum cartridge.
Uneven print	• Replace the drum cartridge. • Replace the toner cartridge if the screen message for replacement is displayed.
Blurred images	• Load fresh paper. • Replace the drum cartridge. • Replace the toner cartridge if the screen message for replacement is displayed.
Missing characters	• Load fresh paper. • Reinstall the drum cartridge. • Replace the toner cartridge if the screen message for replacement is displayed. • Replace the drum cartridge.
Gloss variations (coining)	• Check the quality of the documents. • If the document has large areas of solid density, adjust the contrast.

Symptom	Recommendation
Light copies when scanning glossy, shiny, or coated documents through the document feeder	• Use the document glass instead of the document feeder.
Bluish or reddish copies	It is not recommended to place the machine near a window as the images of printed sheets may become bluish or reddish. If the machine is placed near a window, follow these precautions: • Do not power on the machine with the platen cover opened. • Wake up the machine from Energy Saver mode with the platen cover closed. • Power the machine off/on with the platen cover closed if images are bluish or reddish. Repeat as necessary.
Ghosting	• Check the quality of the documents. • If transparencies are used, select [Transparency] in [Paper Type]. The machine automatically adjusts the quality for transparencies. • Feed the document SEF. • Replace the drum cartridge.
Washout	• Check the quality of the documents. • If the image is lighter near the borders, select a darker image quality setting on the touch screen. • Replace the drum cartridge.
Solid density variations	• Check the quality of the documents. • Select [Lighten/Darken] on the touch screen. • Replace the drum cartridge.
Image loss	• When copying a document from a larger paper size to a smaller size, reduce the image to fit onto the smaller paper size. • If you are using A4 (210 × 297 mm/8.5 × 11.0 inches) paper, set a slightly smaller document size (for example, copy 90% instead of 100%), or select [Copy All] on the [Reduce/Enlarge] screen. • Select [Auto Center] in [Image Shift].
White stripes appear 210 mm from the top of the output.	• When choosing Bond Paper, Plain Paper, Recycled Paper, or Custom Paper as paper type, change the paper type in the Image Quality to Extra Heavyweight D. • When choosing Heavyweight 1S as paper type, change the paper type in the Image Quality to Extra Heavyweight A, B, C, or S. For more information about the paper type in the Image Quality, refer to *Paper Tray Settings in the Setups chapter on page 70*.
Poor transfer of toner onto side 2 when manually making a double-sided copy.	• Load the side 2 paper in Tray 5 (Bypass Tray).

Symptom	Recommendation
Misregistration on a double-sided copy of business cards.	When printing a name card from Tray 5 (Bypass Tray), the lead edge registration may be different between side 1 and side 2 (maximum 4.4 mm). • Adjust the position of the image on the output copy paper. Refer to Image Shift in the Copy chapter of the User Guide.
Output does not reflect the selections made on the touch screen.	• Select [Save] after each selection on the touch screen, if available.
The finisher does not stack output correctly.	• Check that the paper tray guides are locked into position against the paper.
Pages in the set are not stapled.	• Check that the paper tray guides are locked into position against the paper.
Paper delivered to an output tray is not properly stacked up.	• Flip over the paper stack in the paper tray, or rotate it head to toe.
Paper curls.	• Check that the paper is loaded correctly. Load paper in Trays 1, 2, 3 and 4 seam side up. • Load paper in the High Capacity Tandem Tray and bypass tray seam side down. • Load custom media in the bypass tray. • Refer to *Paper and Other Media on page 17* for procedures.
Cannot store a document for secure polling due to full memory.	• Cancel the operation, then repeat the same operation later when additional memory is available.

Network-related Problems

Problem Solving Procedure

This section enables you to identify network-related machine problems. Use the following steps to identify and solve a problem.

1. Resolve any local copier or fax problems first. Do not attempt to resolve a network problem if the local copier and fax functions are not operating correctly.

2. Check that the machine has power and is switched on.

3. Check that the network cable is connected to the machine.

4. Check that the network cable is connected to the computer.

5. Check that the correct print driver for the machine is selected at the computer.

6. Check that the software application being used to send print jobs is set up correctly.

7. If printing and faxing options are not available from a computer, re-install the print driver on the computer.

8. Call the local Xerox Welcome Center, where a representative will assist in the diagnosis and solution of the problem.

SMB

This section explains the troubleshooting procedures and restrictions while using an SMB environment.

Troubleshooting

The possible causes, confirmation methods, and actions are as follows.

When the machine is not found from client computers

Cause	Confirmation Method	Action
The transport protocol is different between the client and the machine.	When selecting [Searching as another computer] ([Start] > [Find] > [Computer]) on the client, the machine can be found. When opening the network computer to search for the machine, it cannot be found.	Match the SMB transport protocol between the machine and each client.
The network (subnet) is invalid.	When selecting [Searching as another computer] ([Start] > [Find] > [Computer]) on the client, the machine can be found. When opening the network computer to search for the machine, it cannot be found.	Set up the machine and client computers on the same networks.

Cause	Confirmation Method	Action
The host name specified for the machine is already defined for a different machine.	Check if the host name is duplicated in the SMB status information of the System Settings List.	Use CentreWare Internet Services to change the host name to a different name, or reset the machine settings to the initial values.
The function to search for computer names is not available in IPv6 environment.	Check if Windows Vista displays the machine in a list of networked computers.	Edit the file "hosts" saved in "C:\Windows\system32\driver \etc" to associate the computer name with the IPv6 address, and then type "\\computer name" in the Address bar on Explorer.

When the machine or other SMB machines are not found from client computers

Cause	Confirmation Method	Action
If the SMB [Auto Master Mode] is [On], there are limits to the number of machines that can retain the machine information. The number varies with the network environment.	The machine or other SMB machines cannot be found using the network computer icon.	Check the SMB [Auto Master Mode] setting. If set to [On], change the setting to [Off].

When printing fails

Cause	Confirmation Method	Action
The machine is processing a print request from another client. (The receiving buffer is set to non-spool mode.)	Check that the machine has a print job in progress. (This indicates whether there are files ready to print, and displays any write error dialogs.)	After the machine has processed the print request, send a print job or change the mode to the spool mode.
The number of sessions exceeds the maximum.	Check that the machine is processing simultaneous requests (such as a print request or status inquiry request) from multiple clients. (This indicates remote clients unable to use the machine, and displays any write error dialogs.)	Wait for a while, and send a print request again.

When the document cannot be deleted from the printer window

Cause	Confirmation Method	Action
An attempt is made to delete all documents displayed in the printer window. (System Administrator only)	Check whether the attempt has been made to delete the print job from the Printer menu in the printer window.	Delete the print job from the Document menu in the printer window.

Cause	Confirmation Method	Action
The document owner is invalid.	Check whether the owner of the selected document matches the Windows log-in name.	Use the owner name of the document to log in to Windows, and then delete the document.
Service Pack 4.0 or later is not installed in the system. (In Windows NT 4.0)	Check the Service Pack version displayed when you start Windows NT 4.0.	Install Service Pack 4.0 or later.

Other

Problem	Action
Job history displays a message that the document name is undefined instead of the correct job name.	Change the [Receiving Buffer - SMB Spool] setting from [Memory] to [Hard Disk].

Restrictions

This section explains the restrictions that apply while using SMB.

Machine settings

• The IP address is a unique address administered system-wide. Consult with the system administrator when setting the necessary parameters.

• The subnet mask and gateway settings may also be required, depending on the networking environment. Consult with the system administrator when setting the necessary parameters.

• When a port is enabled and there is insufficient memory, the port may be disabled automatically. In this case, disable all unused ports and reallocate the memory.

• The [Receiving Buffer - SMB] memory allocation needs to be set in response to the operating environment. If the memory allocation is too small, it may prevent receiving messages.

Client settings

• The IP address is a unique address administered system-wide. Consult with the system administrator when setting the necessary parameters.

When the machine is switched off

The following actions take place when the machine is switched off.

• When [Receiving Buffer - SMB] is set to [Spool to Memory]:

All print data spooled in machine memory, including the data currently being printed, is deleted. There is no print data on the machine when the machine is switched on.

However, if the machine is switched off immediately after a print request, the print data may be stored on the client. In this case, the print request can be reissued when the machine is switched on, and the print data is printed on the machine.

• When [Receiving Buffer - SMB] is set to [Spool to Hard Disk]:

All print data spooled on the machine hard disk, including the data currently being printed, is retained. A print request can be reissued when the machine is switched on, and the print data is printed on the machine.

- When [Receiving Buffer - SMB] is set to [No Spooling]:

All print data in the receiving buffer, including the data currently being printed, is deleted. There is no print data on the machine when the machine is switched on.

However, if the machine is switched off immediately after a print request, the print data may be stored on the client. In this case, the print request can be reissued when the machine is switched on, and the print data is printed on the machine.

When printing

- When [Receiving Buffer - SMB] is set to [Spool to Hard Disk] or [Spool to Memory]:

Print data cannot be received if the print data size exceeds the available capacity of the hard disk or memory allocation.

NOTE: If the print data exceeds the receiving buffer capacity, the client may retransmit the same print data. In this case, stop the client and make sure that the client does not transmit the print data.

- When [Receiving Buffer - SMB] is set to [No Spooling]:

Print requests cannot be received from a client if a print request from another client is being processed.

- When the client IP address or computer name is changed:

The machine cannot perform query processing and cancel processing. Switch off the machine and then switch it on with the receiving buffer empty of print data.

NOTE: Stopping printing or forced deleting of print data in the machine receiving buffer can be performed using the control panel. For information, refer to *Job Status on page 39*.

- When the machine is offline:

If a client issues a print request when the machine is offline, the print data cannot be received, and a write error is generated and displayed in an error dialog box on the client.

- Deleting jobs:

On Windows NT 4.0, jobs can be deleted if Service Pack 4 or later is installed. Deleting a job while receiving print data generates a write error. In this case, the button to retry printing on the error dialog box is disabled.

Printing using an SMB environment

- On Windows NT 4.0, Windows 2000, Windows XP or Windows Vista, printing in an SMB environment is not available when Unicode support is active.

- On Windows XP or Windows Vista, the user name may not be correctly displayed when printing on an SMB port.

- On Windows Vista in IPv6 environment, the machine is not displayed in a list of networked computers.

Authentication using SMB

- When SMB authentication is performed using the assigned IP address or host name, authentication is successful if the user name and passcode matches the authentication server, even if the domain name does not match.

Netware

This section explains what to do when problems occur while using Netware.

Troubleshooting

The causes, confirmation methods, and actions are as follows:

When printing fails

*: For setting and confirmation methods, refer to the Netware online documentation.

Cause	Confirmation Method	Action
A network component does not conform to the automatic setting of the frame type.	Check that the data link port light is on in the network component connected to the machine. Then check that frame types of the file server are unified in the network.	Set the machine to the frame type specified for the file server to be connected.
A fault occurred on the network between the client and the machine.	Use NWADMIN to check whether the target printer object is viewed.	Replace the network cable between the client and the machine.
The user name or group name of the print job is not registered in the print queue.	Use NWADMIN or PCONSOLE to check whether the user name or group name of the job has been registered in the print queue.	Re-send the print job to a print queue in which the user name or group name has been registered correctly.
		Use NWADMIN or PCONSOLE to register a user name or group name of the job in the print queue.*
Print jobs cannot be sent to the print queue.	Use NWADMIN or PCONSOLE to check whether the Allow Users To Submit Print Jobs option is set to Yes.*	Use NWADMIN or PCONSOLE to set the Allow Users to Submit Print Jobs to Yes.*
The user name or group name of the job is not defined in the print server.	Use NWADMIN or PCONSOLE to check whether the user name or group name of the job is registered in the target print server.*	Re-send the print job to a print queue in which the user name or group name has been registered correctly.*
		Use NWADMIN or PCONSOLE to register the user name or group name of the job in the print server.*
The print job is in a print queue that is not assigned to the machine.	Use NWADMIN or PCONSOLE to check whether the machine is assigned to the print queue.	Re-send the print job to the print queue assigned to the machine.*
		Use NWADMIN or PCONSOLE to assign the target queue to the machine.*
The data format of the print job does not match the print environment setting of the client.	–	If using Windows on the client, disable Ctrl-D.

Cause	Confirmation Method	Action
The number of print queues assigned exceeds the maximum number that the machine can support.	Use NWADMIN or PCONSOLE to check whether the required print queue is assigned to the machine.*	Re-send the print job to the print queue assigned to the machine.*
No slave file server is specified (bindery service mode).	Use PCONSOLE to check whether a slave file server is registered.*	Use PCONSOLE to register a slave file server.*
Incorrect printer type.	Use PCONSOLE to check the printer type.*	Use PCONSOLE to specify [Remote Parallel, LPT1]. Then reboot the machine.*
The setting for the slave file server is incorrect (bindery mode).	Use PCONSOLE to check the setting.*	Use PCONSOLE to specify the correct setting.*
The actual number of the page of the print job is different from the page number set in the machine.	Use NWADMIN to check whether the starting paper number is the same as that of the print job.*	Use NWADMIN or PCONSOLE to match the [Starting paper] number with the paper number of the print job.*
The IPX checksum is set to an invalid level.	Use the Set command on the file server console to check whether the IPX checksum is set to level 2.	Enter the following command on the file server console to set the IPX checksum to level 0 or level 1. Set Enable IPX Checksum = x (x: 0 or 1)
The NCP packet signature is set to an invalid level.	Use the Set command on the file server console to check whether the NCP packet signature is set to level 3.	Enter the following command on the file server console to set the NCP packet signature to level 0, 1, or 2 and then restart the file server. set NCP Packet Signature Option = x (x: 0, 1, or 2)
The default machine name is invalid.	Print the System Settings List, and then check that the 6 least significant digits of the Ethernet address are correct.	Specify the correct Ethernet address, or assign a name other than the default.
No directory tree name is specified.	Print the System Settings List, and then check that a tree name is specified.	Specify a tree name.
No context is specified.	Print the System Settings List, and then check that a context is specified.	Specify a context.
Another printer object has been connected.	Use NWADMIN to check that the object is correctly assigned to the required print server.*	Use PCL Print Driver CD-ROM or CentreWare Internet Services to specify the correct file server name, tree name, context name, and active mode.
The file server goes down.	Select [Network Neighborhood] of Windows to search for the file server.	Activate the file server.

Cause	Confirmation Method	Action
A printer having the same machine name exists on the network.	Switch off the machine, and then use NWADMIN to check that the printer object is in the job standby status.	Use PCL Print Driver CD-ROM to specify another machine name.
The Netware port is not activated.	Print the System Settings List, and then check that the port is activated.	Activate the Netware port.
	Print the System Settings List. When using IPX/SPX, check that the network number remains set to 00000000 (Netware server down). When using TCP/IP, check that the IP address remains set to 0.0.0.0 (fixed IP address not specified) or an address supply server (DHCP server down).	When using IPX/SPX, start the Netware server. When using TCP/IP, set the fixed IP address or start the address supply server (DHCP).
Invalid printer configuration.	Use NWADMIN or PCONSOLE to check that the printer configuration is correct.*	Use NWADMIN or PCONSOLE to set the following items. Printer type: Parallel Port: LPT 1 Printer Location: Auto Load (Local).*

When a switch off/on message is displayed

Cause	Confirmation Method	Action
A fault occurred in the Netware interface.	–	Switch the machine off and on.

When the required printing result is not obtained

Cause	Confirmation Method	Action
The specified print language of the print job is different from one specified in the machine.	Check the print language of the machine.	Specify the same print language of the print job as that of the machine.

- When there is no notification of error

When there is no message displayed on the client which has sent print request, the possible causes, confirmation methods, and actions are as follows.

- When there is no notification of printer error

Cause	Confirmation Method	Action
The user is not registered in the Notify list of the print server.	Use PCONSOLE to check whether the user name or group name of the job is registered.	Register the user name or group name of the job.

- When there is no notification of the completion of the job

Cause	Confirmation Method	Action
When sending the print job from the client, the NOTIFY option is not specified.	When sending the print job, check whether the NOTIFY option has been specified.	When sending the print job, specify the NOTIFY option.
NetwareCASTOFF has been executed on the client.	–	Execute NetwareCASTON on the client.

UNIX

This section explains the troubleshooting procedures while using a UNIX environment.

Troubleshooting

The possible causes, confirmation methods, and actions are as follows.

When printing fails

Cause	Confirmation Method	Action
The IP address is not correct.	Check whether the IP address of the machine is correct.	Specify the correct IP address for the machine.
A network error occurs on the network between the client and the machine.	Use the PING command to check the communication status.	Check the error.
The printer entry setting is not correctly defined on the client.	Check the printer entry setting on the client. Check the /etc/printcap file of the client or use the lpstat command to troubleshoot.	Define the correct printer entry setting.
The system is in offline.	Check if the online lamp is off.	Exit the pause or the machine setting mode, and then check if the online lamp comes on.
The print data size sent in one print command exceeds the buffer memory size (in spool mode).	Check the upper limit of the receiving data size, and then compare it with the size of print data to be sent as one job.	When the print data size exceeds the maximum receiving data size in one file, divide the file into files smaller than the maximum, and then re-send the print request.
		When the print data size exceeds the maximum receiving data size in multiple files, reduce the number of files to be printed at one time.
A fault occurred during print processing.	Check the LPD error message displayed on the control panel.	Switch the machine off and on.

Cause	Confirmation Method	Action
The specified transmission speed is different from the transmission speed of the network.	Check whether the transmission speed is specified correctly.	Specify the correct transmission speed.
The client and machine are in different rings connected via a bridge, and the source routing is inactivated.	Check whether the source routing is specified correctly.	Activate the source routing.
The data format of the print job does not match the print environment of the client (print data sent from the client contains TBCP).	–	Specify PSASC as the printer name.
The data format of the print job does not match the print environment of the client (print data sent from the client is in the binary notation).	–	Set the logical printer name to PSBIN to print a binary file in the PostScript language.
Print paper is out.	Check the paper refilling message on the control panel.	Load the paper into the paper tray. When changing the paper size, specify the new size, if required.
The selected transport protocol does not match the client.	Check the transport protocol selected from the control panel.	Select the transport protocol matching the client.

When the required printing result is not obtained

Cause	Confirmation Method	Action
The specified print language is different from the print language of the print data.	Check the specified print language and the print language of the print data.	Specify a print language matching that of the print data.

TCP/IP

This section explains the troubleshooting procedures and restrictions while using TCP/IP.

Troubleshooting

The possible causes, confirmation methods, and actions are as follows.

When using Windows 2000/Windows XP/Windows Server 2003/ Windows Vista

When printing fails

Cause	Confirmation Method	Action
The correct IP address is not specified.	Check whether the IP address of the machine is correct.	Specify the correct IP address for the machine.
When [Receiving Buffer - LPD] is set to [Spool to Memory], the size of print data sent in one print request exceeds the maximum size specified.	Check the maximum receiving data size on the touch screen of the machine, and then compare it with the size of print data to be sent as one request.	When the print data size exceeds the maximum size in one file, divide the file into smaller files than the maximum receiving data size, and then send the print request again.
		When the print data size exceeds the maximum size in multiple files, reduce the number of files to be printed at one time.
A fault occurred during print processing.	Check the error message on the touch screen.	Switch the machine off and on, and then retry printing.
The selected transport protocol does not conform with the client.	Check the selected transport protocol on the touch screen.	Select a transport protocol conforming with the client.
The print data format to be processed by the machine does not match the data format sent from the client.	–	Disable the output function of Ctrl-D.

When the required printing result is not obtained

Cause	Confirmation Method	Action
The specified print language is different from the print language of the print data.	Check the specified print language and the print language of the print data.	Specify a print language matching that of the print data.
The print driver that accompanies the machine is not being used (a third party print driver is being used).	Check whether the print driver that accompanies the machine is selected.	Select the print driver that accompanies the machine. If the print driver is not found, install and select it. If a third party print driver is used, you may have unexpected results.

When using Macintosh OS X

When printing fails

Cause	Confirmation Method	Action
The LPD port is not active.	Check whether the LPD port has been activated.	Activate the port if printing on a machine detected using Bonjour.

Restrictions

This section explains the restrictions for TCP/IP.

Machine settings

- The IP address is a unique address administered system-wide. Consult with the system administrator when setting the necessary parameters.

- The subnet mask and gateway settings may also be required, depending on the networking environment. Consult with the system administrator when setting the necessary parameters.

- When a port status is enabled and there is insufficient memory, the port status may be disabled automatically. In this case, disable all unused ports and reallocate the memory.

- The [Receiving Buffer - LPD] memory allocation needs to be set in response to the operating environment. If the memory allocation is too small, it may prevent receiving messages.

Client settings

- The IP address is a unique address administered system-wide. Consult with the system administrator when setting the necessary parameters.

- Consult with the Network Information Service (NIS) administrator when setting up the network parameters (IP address and other parameters) from a host running NIS.

When the machine is switched off

The following actions take place when the machine is switched off.

- When [Receiving Buffer - LPD] is set to [Spool to Memory]:

  All print data spooled in machine memory, including the data currently being printed, is deleted. There is no print data on the machine when the machine is switched on.

  However, if the machine is switched off immediately after a print request, the print data may be stored on the client. In this case, the print request can be reissued when the machine is switched on, and the print data is printed on the machine.

- When [Receiving Buffer - LPD] is set to [Spool to Hard Disk]:

  All print data spooled on the machine hard disk, including the data currently being printed, is retained. A print request can be reissued when the machine is switched on, and the print data is printed on the machine.

- When [Receiving Buffer - LPD] is set to [No Spooling]:

  All print data in the receiving buffer, including the data currently being printed, is deleted. There is no print data on the machine when the machine is switched on.

However, if the machine is switched off immediately after a print request, the print data may be stored on the client. In this case, the print request can be reissued when the machine is switched on, and the print data is printed on the machine.

When printing

- When [Receiving Buffer - LPD] is set to [Spool to Hard Disk] or [Spool to Memory]:

  Print data cannot be received if the print data size exceeds the available capacity of the hard disk or memory allocation.

NOTE: If the print data exceeds the receiving buffer capacity, the client may retransmit the same print data. In this case, stop the client and make sure that the client does not transmit the print data.

- When [Receiving Buffer - LPD] is set to [No Spooling]:

  Print requests cannot be received from a client if a print request from another client is being processed.

- When the client IP address or computer name is changed:

  When the client IP address or computer name is changed, the machine cannot perform query processing and cancel processing. Switch the machine off and on with the receiving buffer empty of print data.

NOTE: Stopping printing or forced deleting of print data in the machine receiving buffer can be performed using the control panel. For information, refer to *Job Status on page 39*

EtherTalk

This section explains the troubleshooting procedures and restrictions while using EtherTalk.

Troubleshooting

The possible causes, confirmation methods, and actions are as follows.

Problem	Cause	Action
A job was printed on a different machine than the assigned machine.	If there are multiple machines on the network with the same name, the machine names are changed automatically depending on the power-on timing of each machine. Print jobs intended to be printed on one machine are sent to another machine.	Change the machine names so that all machine names on the network are unique.
The machine cannot be accessed from a client.	The machine name, used by the client to recognize the machine, cannot be registered if the machine is switched on when not connected to the network.	Switch on the machine after connecting to the network. If the machine is switched on when not connected to the network, switch off the machine, connect to the network, and switch on the machine again.

Restrictions

This section explains the restrictions that apply while using EtherTalk.

Machine Name

The machine name recognized by the client cannot have duplicates on the network. If another machine on the network has the same machine name, the machine name is changed automatically when the machine starts.

- Name Change Rules

The machine name is changed as follows:

- When the machine name is 31 characters or less in length

  A numeral is appended to the end of the machine name. If another machine on the network still has the same name as the machine, the numeral is incremented.

- When the machine name is 32 characters in length

  The last character in the machine name is replaced with a numeral. If another machine on the network still has the same name as the machine, the numeral is incremented.

If the [Protocol Settings] in the [Properties] tab of CentreWare Internet Services is accessed after the machine is initialized with a changed name, the old machine name is displayed. However, the changed machine name is registered on the network, and the client can access the machine using the new machine name. If the machine is switched off and on again after the machine name is changed, the machine attempts to start with the changed machine name. At this point, if there is another machine on the network with the same name, the machine name is changed following the rules above.

It is recommended that all machines on the network be setup with unique machine names.

Zone Name

The zone name can be set using the [Protocol Settings] in the [Properties] tab of CentreWare Internet Services. However, if the assigned zone name does not exist on the network connected to the machine, the zone name is changed to the default zone name. When setting the zone name, make sure that the zone name exists on the network connected to the machine.

Bonjour

This section explains the restrictions for Bonjour.

Restrictions

Bonjour operating environment

Bonjour can be used on Macintosh computers running Mac OS X 10.2 or later using the Printer Setup Utility or Safari. The Bonjour discovery function is enabled on the same subnet.

Machine Name

- If the machine name or host name settings are changed, print jobs may be printed on printers other than the specified printer.

- If there are multiple machines on the network with the same machine name or host name, a numeral is appended automatically to one of the names so that all names on the network are unique.

- If the machine name or host name is changed, there are restrictions on the number of characters and the type of characters that are valid for name registration. Therefore, it is recommended that the machine name and host name are not changed.

CentreWare Internet Services

This section explains the troubleshooting procedures while using CentreWare Internet Services.

Troubleshooting

The possible causes, confirmation methods, and actions are as follows.

Problem	Confirmation Method	Action
Cannot access CentreWare Internet Services.	Check if the machine is switched on.	Switch on the machine.
	Print out the System Settings List to check if CentreWare Internet Services port is activated.	Activate the CentreWare Internet Services port.
	Check if the Internet address is correctly entered.	Check the Internet address. If Services cannot be accessed, enter the IP address to make the connection.
	Check if the proxy server is used.	Depending on the proxy server, connections may not be possible. Set your browser so that it will not try to access the machine through a proxy server.
The "please wait" message is displayed.	–	Wait for a while as instructed. If nothing happens, click the [Refresh] button. If this does not help, check that the machine is working correctly.
The [Refresh Status] button is not working.	Check if you are using the specified OS and browser.	Use the specified OS and browser.
Selecting menu in the left frame does not change the right frame connection.		
The screen display is distorted.	–	Change the window size of the browser.
The latest information is not displayed.	–	Click the [Refresh Status] button.

Problem	Confirmation Method	Action
Clicking the [Apply] button does not reflect the new settings.	Check if the entered value is correct.	Enter the correct value. If the entry is not valid, it will be changed within the limit automatically .
Clicking the [Apply] button will display messages like "the server has returned ineffective or unrecognizable response" or "no data".	Check if the user ID and passcode are correct.	Enter the correct user ID and passcode.
		Reboot the machine.
Cannot delete the job.	–	Wait for a while and then click the [Refresh Status] button.

Scanning Services

This section explains the troubleshooting procedures and restrictions while using scan functions.

Troubleshooting

The possible causes, confirmation methods, and actions are as follows.

When SMB transmission to Windows Server 2003 fails

Cause	Confirmation Method	Action
The machine and Windows clock settings do not match as specified by the SMB signature.	SMB transmission fails even with a correct user name and password.	Set the machine and Windows clock settings so that they match.

Other

Problem	Action
On Windows Server 2003, Windows XP or Windows Vista, cannot perform SMB transfers for users without a password.	Change the network access settings as follows. 1. Boot Windows and select [Control Panels] > [Administrative Tools] > [Local Security Policy]. 2. Select [Security Settings] > [Local Policies] > [Security Options]. 3. Set [Accounts: Limit local account use of blank passwords to console logon only] to [Disabled].
Cannot perform SMB transfers using a DFS access path (\\domainname\ sharename)	DFS access path specification is not supported. Specify a UNC format path (\\hostname\sharename).
In IPv6 environment without a DNS server, scan data cannot be transferred using the Scan to PC (SMB) service.	Scan data cannot be transferred if a destination server is specified using the computer name. Use the IPv6 format to specify the server.

Restrictions

This section explains the restrictions that apply while using scan functions.

NOTE: For information on the network scan driver and Mailbox Viewer 3, refer to the Readme file on the driver CD-ROM.

When retrieving a document from a mailbox

*   If [Delete Document After Retrieval] is switched off, the same document can be accessed by many clients. If [Delete Document After Retrieval] is switched on, the document can only be accessed by 1 client. Documents stored or read by a client cannot be seen by other clients. In either case, documents can be added to an accessed mailbox.

*   Documents retrieved using CentreWare Internet Services cannot be deleted using CentreWare Internet Services, regardless of the [Delete Document After Retrieval] setting.

Using a network scan driver and Mailbox Viewer 3 simultaneously

A single computer using a network scan driver and Mailbox Viewer 3 simultaneously cannot connect to the machine.

A maximum of 3 computers can retrieve a document from the machine simultaneously using either a network scan driver or Mailbox Viewer 3.

When polling from another fax machine

A scanned document is not transmitted when polling the machine from another fax machine.

Using TIFF files

TIFF files created using a Network Scanning server application or Mailbox Viewer 3 are compressed using MMR, MH, or JBIG compression method. Software that supports these compression methods is required to open TIFF files.

NOTE: Mailbox Viewer 3 cannot create TIFF files using the JBIG compression method.

Write capacity limit

The maximum write capacity for a single page is 297 × 432 mm. The largest standard size is A3 or 11 × 17 inches.

Number of stored document pages (mailbox)

The maximum number of document pages that can be written to a mailbox in a single write operation is 999 pages. The maximum number also changes in response to the size of the document and resolution.

Network access in an SMB environment

*   On Windows 2000, Windows XP, Windows Server 2003 and Windows Vista, if the number of shared resources other than those of shared folders, such as printers, is 256 or more, the shared resources are displayed in the shared resources list.

*   The list of workgroup names, server names, shared names, and others on the network are not displayed in alphabetical order.

E-mail Services

This section explains what to do when a problem occurs while using E-mail Print, Mail Notice Service, Internet Fax, or Scan to E-mail feature.

Troubleshooting

The possible causes, confirmation methods, and actions are as follows.

Problem	Confirmation Method	Action
Cannot receive e-mail. (E-mail Print, Internet Fax)	Check if the E-mail address of the machine is set.	Set the E-mail address of the machine.
	Check if [Receive E-mail] is activated.	Activate [Receive E-mail].
	Check if the SMTP Server IP Address or POP3 Server IP Address is set correctly.	Set the SMTP Server IP Address or POP3 Server IP Address.
	Check if the POP3 Server Login Name or POP3 Server Password is set correctly.	Set the POP3 Server Login Name or POP3 Server Password.
	Use CentreWare Internet Services to check if [Enter Rejected Domain Names] is selected in [Domain Filtering] and your domain is included in the list of rejected domain names.	Set [Domain Filtering] to [Off]. Or remove your domain name from the list of rejected domain names.
	Check if your SMTP or POP3 server functions correctly.	Check your SMTP or POP3 server.
Cannot send e-mail. (E-mail Notification Service, Internet Fax, Scan to E-mail)	Check if the E-mail address of the machine is set.	Set the E-mail address of the machine.
	Check if [E-mail Notification Service] is activated.	Activate [Mail Notice Service].
	Check if [Send E-mail] is activated.	Activate [Send E-mail].
	Check if the SMTP Server IP Address or POP3 Server IP Address is set correctly.	Set the SMTP Server IP Address or POP3 Server IP Address.
	Use CentreWare Internet Services to check if the E-mail Notification Service settings are set correctly.	Set the E-mail Notification Service settings.
	Use CentreWare Internet Services to check if the recipient e-mail addresses are set correctly.	Set the recipient e-mail addresses.
	Check if your SMTP or POP3 server functions correctly.	Check your SMTP or POP3 server.

Internet/Intranet Connection

This section explains the troubleshooting procedures and restrictions while using Internet and intranet connections.

Troubleshooting

The possible problems and actions are as follows.

When you cannot connect to the Internet/intranet

Problem	Action
Authentication service on a remote server is not supported on the machine.	Basic authentication only is supported on the machine. NTLM/digest is not supported. Change to authentication using SSL as security considerations require.
The remote cooperation service and the machine model options do not match.	If using remote services, purchase the corresponding product, model, or options as necessary.
The IP address is not set correctly.	Check the IP address setting. If the IP address is not set correctly, supply a fixed IP address, or use DHCP or Autonet to assign an IP address.
The IP gateway address is not set correctly.	Enter the correct IP gateway address if connected to a proxy server or a web server through an IP gateway.
The subway mask is not set correctly.	Enter the correct subway mask that matches the operating environment.
The DNS server address is not set correctly.	Check the DNS server address.

The DNS server address cannot be resolved.	Set the DNS server for resolving addresses.
	• When using a proxy server:
	  Enter the DNS server address for resolving the proxy server address.
	• When not using a proxy server:
	  Enter the DNS server address for resolving the recipient addresses.

The address to bypass proxy server setting is incorrect.	Check whether only the address to bypass proxy is specified. If the server is accessed using a direct IP address while specifying an address to bypass proxy in FQDN format, the registered server does not become an excluded object. Therefore, an IP address can be used as the bypass proxy address. Similarly, if the server is accessed using FQDN format while specifying a direct IP address for the bypass proxy address, the registered server does not become an excluded object. Therefore, an FDQN format can be used as the bypass proxy address.
The connected server or proxy server is down.	Check that the server or proxy server you wish to connect to is operating normally.
The network drops out or is disconnected.	Check the network cable connections. A spanning tree environment is recommended to construct a strong environment against network interruptions.
Cannot communicate due to the load on the server application.	Wait a while and try again.

Problem	Action
An error occurred, but no message is displayed on the control panel.	No message is displayed on the control panel even when an error occurs during execution of background processes. Display the [Job Status] screen or print a job history report and check the results.
Cannot connect due to proxy server, firewall, or web server access restrictions.	Check if any of the following access restrictions are set. • Address (port) restrictions • SSL usage restrictions • User access restrictions (including access privileges) • Content blocking • Scheme restrictions (for example, HTTP disable) • Transfer data size restrictions • Used method restrictions (for example, POST disable) • HTTP header restrictions (for example, specific browsers) • Time restrictions (for example, time-limited access)
A certificate is not registered for using the iFlow service.	The iFlow service cannot be used without certificate authentication. Obtain a certificate for the required machine and register the certificate on the machine.

When you cannot connect to a web server

Problem	Action
The settings are not for using the proxy server.	In a proxy environment, the web server cannot be connected without the proxy server settings. Enter the settings for using the proxy server.
The settings are for using a proxy server in a non-proxy environment.	For environments where connecting via a proxy is not required, such as connecting to an intranet, the settings should not be set for using a proxy server.
The proxy server address is not set correctly.	When setting up a proxy server, the web server cannot be connected if the proxy server address is not set correctly. Enter the correct proxy server address.
The user name and/or password are entered incorrectly when proxy server authentication is set.	Register the user name and password on the machine to grant connection access to the proxy server.

Restrictions

This section explains the restrictions that apply while using Internet or intranet connections.

Internet/Intranet connections

Connection to the Internet or an intranet depends on various settings, including the destination web server, the used server application, proxy server, and firewall types.

When connecting to the Internet or an intranet using server application software, proxy, or firewall supplied by another company, the following conditions are required.

• Windows 2000, Windows XP, Windows Server 2003 or Windows Vista operating system

• Conformance with the following conditions:

 – RFC2616: Hypertext Transfer Protocol HTTP/1.1
  (Normal connections, SSL connections, Proxy authentication)

    – RFC2617: HTTP Authentication: Basic and Digest Access Authentication (Basic authentication support only, others are not supported)

    – RFC2817: Upgrading to TLS Within HTTP/1.1

    – RFC2818: HTTP Over TLS

- HTTP/HTTPS scheme compatibility, GET/CONNECT/HOST method compatibility

IPv6 Addresses

Restrictions

This section explains the restrictions on network connection using an IPv6 address.

CentreWare Internet Services

- When SSL is enabled, "http://[IPv6 address]" entered on a web browser is not redirected to "https://[IPv6 address]". Directly specify "https://[IPv6 address]".

Printing

- The following operating systems support IPv6 printing.

    – Windows Vista

    – Mac OS except Mac OS X 10.4 and earlier

    – Linux distributions with CUPS that supports IPv6

- The WINS protocol does not support IPv6 communication.

- On an IPv6 network without a DNS server, the machine cannot be connected to Windows Vista via SMB.

- Netware does not support IPv6 communication. Use IPv4 for Netware.

- Bonjour does not support IPv6 communication. Use IPv4 for Bonjour.

Scanning

- When IPv6 is enabled and IPv4 is disabled on the machine, the Browse function of the Scan to PC (SMB) service is not available.

- In an IPv6 network with no DNS server installed, the file transfer using the Scan to PC service fails if a destination server is specified using the computer name. Directly specify the IPv6 address.

Discovery

- IPv6 devices cannot be searched in UPnP. Use the WSD discovery function for IPv6 device search.

Authentication

- In an IPv6 network without a DNS server, SMB authentication fails if an SMB server is specified using the computer name. Directly specify the IPv6 address.

Connection to External Applications (Custom Services)

- External applications, such as DocuShare, cannot be specified in IPv6 address format. The machine supports only the domain name format or the IPv4 format to access external applications. In IPv6 environment, use a DNS server and specify applications in domain name format.

Fault Codes

When a fault occurs, the touch screen displays a message on how to clear the fault.

Some faults indicate customer maintenance, while others require the attention of the System Administrator. The following table represents some of the fault codes and their corresponding corrective actions. These may appear in the Print Queue or Faults List available in the Machine Status mode.

Code	Description and Remedy
002-500	An error occurred during the scan processing. Try scanning again, or check the restrictions on Xerox Standard Accounting. Contact the Xerox Welcome Center if the problem persists.
002-770	The job template could not be processed due to insufficient hard disk space. Delete unnecessary data from the hard disk.
003-750	No document was saved for the double-sided Booklet Creation feature. Check the setting of the double-sided Booklet Creation feature.
003-751	The specified document area is too small. Select a higher resolution or a larger scan area.
003-752	The selected resolution was too high for scanning mixed size documents using the document feeder. Specify less than 600 dpi for the resolution setting and scan again.
003-753	The selected resolution was too high for scanning mixed size documents using the document feeder. Specify 200 dpi for the resolution setting and scan again.
003-754 003-755	An error occurred in the document scanner. Reset the document, and scan again.
003-756	The document pages are blank. Correctly load the document.
003-757	The scan job could not be processed with the specified resolution due to insufficient memory. Specify less than 400 dpi for the resolution setting.
003-760	Incompatible scan options are selected. Check the selected options.
003-761	The paper size in the tray selected by auto tray switching, differs from the paper size in the tray selected at the tray selection. Either change the paper size for the tray, or change the paper type priority setting.
003-764	The machine cannot perform [Form Overlay] since the scanned document contains one page only. Make sure that the document contains at least two pages: a page with a form image (which must be the first page of the document) and a page that the form image will overlay.
003-780	Compression of scanned data was unsuccessful. Lower the resolution or reduction/enlargement ratio to reduce the data size, or divide the document in smaller segments.
003-795	The reduction/enlargement ratio exceeds the setting range when the scanned document is enlarged/reduced to the specified paper size. Directly enter the reduction/enlargement ratio, or change the paper size.
003-981	Stapling mixed size documents is available only for documents with the same width. Cancel the staple feature or set the documents with the same width.

Code	Description and Remedy
005-210 005-274 005-275 005-280 005-283 005-284 005-285 005-286	An error occurred with the document feeder. Contact the Xerox Welcome Center.
005-500	An error occurred with the document feeder. Contact the Xerox Welcome Center.
012-210 012-211 012-212 012-213 012-221 012-223 012-224 012-225 012-226 012-227 012-228 012-229 012-230 012-231 012-232 012-233 012-234 012-243 012-246 012-247 012-249 012-259 012-260 012-263 012-264 012-265 012-266 012-268 012-269 012-280 012-282 012-283 012-284 012-285 012-291 012-293 012-295 012-295 012-296	The Finisher malfunctioned. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
012-500	An error occurred during data writing to the Finisher ROM. Or the data in the ROM has been erased, and the machine cannot perform properly. Contact the Xerox Welcome Center.

Code	Description and Remedy
013-210 013-211 013-212 013-213 013-220	The Finisher malfunctioned. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
016-210 016-211 016-212 016-213 016-214 016-215 016-216 016-217 016-218 016-219 016-220 016-221 016-222 016-223 016-224 016-225 016-226 016-227 016-228 016-229 016-230 016-231 016-232 016-240	An error occurred on the software. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
016-324	The data in the hard disk is being overwritten. Wait until the processing is completed. To cancel the processing, switch off the machine, and then switch it on again.
016-400	An 802.1x authentication error occurred. The user name or password set in the machine is not correct, or switch settings on the authentication server have a problem.
016-401	The 802.1x authentication method selected on the machine is not supported by the authentication server. Change the 802.1x authentication method on the control panel.
016-402	A connection timeout error occurred between the machine and the 802.1x authentication server. Check the connection between the machine and the authentication server.
016-403	An 802.1x authentication certificate error occurred. The root certificate for the server certificate of the authentication server is not stored in the machine, or is invalid. Import a valid root certificate into the machine. Or, set [Server Certificate Verification] to [Disabled].
016-404	An 802.1x authentication error occurred. Try again. Contact the Xerox Welcome Center if the problem persists.
016-450	The SMB host name already exists. Change the host name.
016-453	A dynamic DNS error occurred. The IPv6 address and host name were not updated. Check if the address of the DNS server has been correctly set on the machine. Also check if the DNS server supports dynamic update for IPv6 addresses.

Code	Description and Remedy
016-454	Unable to retrieve the IP address from DNS. Check the DNS configuration and IP address retrieve setting.
016-455	Connection to the SNTP server was timed out. Check the network cable connection and the IP address of the SNTP server.
016-456	Received a message from the SNTP server saying that it was not synchronized with the standard time source. Check the SNTP server settings.
016-500 016-501 016-502	An error occurred during data write processing. Contact the Xerox Welcome Center.
016-503	Unable to resolve the name of the SMTP server when e-mail was transmitted. Check if the SMTP server is set correctly using CentreWare Internet Services. Also, check that the DNS server is set correctly.
016-504	Unable to resolve the name of the POP3 server when e-mail was transmitted. Check if the POP3 server is set correctly using CentreWare Internet Services. Also, check that the DNS server is set correctly.
016-505	Unable to log in to the POP3 server when transmitting e-mail. Check if the user name and password used for the POP3 server are set correctly using CentreWare Internet Services.
016-513	An SMTP server connection timeout error occurred. The SMTP server or network is overloaded. Wait for a while, and try again.
016-514	An XPS error occurred. Use a print driver on XPS Viewer to submit a print job.
016-515	The memory space for XPS data is not sufficient. Change the print mode to a higher processing mode. If the problem persists, add memory. If the problem still persists, use a print driver on XPS Viewer to submit a print job.
016-516	An XPS print ticket error occurred. Check if you used the correct print steps on your application. If the problem persists, contact the application vender.
016-518	A PostScript error occurred. Disable either the booklet-creation or Watermark feature.
016-519	The print volume reached the limit. If necessary, change the limit of print volume.
016-522	An LDAP server SSL authentication error occurred. An SSL client certificate could not be acquired. The LDAP server requires an SSL client certificate. Set the SSL client certificate on the machine.
016-523	An LDAP server SSL authentication error occurred. The LDAP server's SSL certificate is not trusted. Register the root certificate of the LDAP server SSL certificate on the machine.
016-524	An LDAP server SSL authentication error occurred. The server certificate will expire soon. Change to a valid LDAP server SSL certificate, or set [LDAP - SSL/TLS Communication] under [SSL/TLS Settings] to [Disabled] to avoid the error.
016-525	An LDAP server SSL authentication error occurred. The server certificate has expired. Change to a valid LDAP server SSL certificate, or set [LDAP - SSL/TLS Communication] under [SSL/TLS Settings] to [Disabled] to avoid the error.

Code	Description and Remedy
016-526	An LDAP server SSL authentication error occurred. The server name set on the machine is not the same as the information in the certificate. Set the correct LDAP server address on the machine and in the certificate. Or, set [LDAP - SSL/TLS Communication] under [SSL/TLS Settings] to [Disabled] to avoid the error.
016-527	An LDAP server SSL authentication error occurred. The error was caused by the software. Contact the Xerox Welcome Center.
016-529	A timeout error occurred upon connection to the Remote Download server. Check if the Remote Download server is correctly installed and working on the network.
016-533	A Kerberos server authentication protocol error occurred. The machine and the Kerberos server clocks have a time difference that exceeds the Kerberos server clock skew value. Check that the machine and Kerberos server clocks have the correct time.
016-534	A Kerberos server authentication protocol error occurred. The realm name set on the machine does not exist on the Kerberos server, or the Kerberos server address set on the machine is not correct. If the machine is to be connected to Windows 2000 or Windows 2003 Server, make sure the realm name is in uppercase.
016-535	The specified file does not exist on the Remote Download server. Check the name of the file.
016-536	The host name of the Remote Download server could not be resolved on the DNS server. Check if the machine is connected to the DNS server, and if the Remote Download server is registered on the DNS server.
016-537	A timeout error occurred upon connection to the Remote Download server. Check the status of the port on the Remote Download server.
016-538	A data-write error occurred upon downloading data from the Remote Download server. Remove unnecessary data from the HDD, or replace the HDD.
016-539	A Kerberos server authentication protocol error occurred. The problem was caused by the software. Contact the Xerox Welcome Center.
016-543	The specified realm or domain may have been deleted from Authentication Agent. Try refreshing the realm list on the machine, or re-register the domain name with Authentication Agent.
016-545	A clock-skew error occurred between Authentication Agent and Active Directory. Adjust the time on the computers. If Windows Time is deactivated on the computer which Authentication Agent is installed on, activate it. For more details, refer to the manual provided with Authentication Agent.
016-546	A general user tried to obtain the information of another user. Contact the Xerox Welcome Center.
016-548	The machine has not been registered on Authentication Agent. Register the machine with Authentication Agent. For details, refer to the manual provided with Authentication Agent.
016-553	The current version of Authentication Agent is not supported by the interface installed on the machine. Upgrade Authentication Agent. Before upgrading, make sure that the interface on the machine supports the upgraded version of Authentication Agent.

Code	Description and Remedy
016-554	An Authentication Agent error occurred. The login name or password for obtaining domain user information was not correct. Enter the correct login name and password.
016-555	A timeout occurred while Authentication Agent was to be connected to the database or to Active Directory. Check if Authentication Agent is able to be connected to the database or to Active Directory. For more details, refer to the manual provided with Authentication Agent.
016-556	A timeout occurred, because the database connected to Authentication Agent was overloaded. Wait for a while, and then try again. If the problem persists, check the status of Authentication Agent. For more details, refer to the manual provided with Authentication Agent.
016-557	An error occurred on Authentication Agent. Check the status of Authentication Agent. For details, refer to the manual provided with Authentication Agent.
016-558	The machine received an unknown error from Authentication Agent. Contact the Xerox Welcome Center.
016-559	A Remote Download parameter error occurred. Check if the parameters used to access the Remote Download server, are set correctly.
016-560	A communication error occurred between Authentication Agent and the machine. Check the network cable connection and Authentication Agent settings. Also print a Configuration Report, and if a DNS address is set under "Server Name/IP Address", check if the DNS server is working.
016-562	The database for temporary users on Active Directory or Authentication Agent stores multiple entries with the same IC card information. Modify the entries so that the temporary user information is not duplicated in the database.
016-564	A Remote Download server authentication error occurred. Check the login name and password to access the Remote Download server. If the problem persists, contact the Xerox Welcome Center.
016-569	An error occurred on Authentication Agent. Contact the Xerox Welcome Center.
016-574	The machine failed to transfer data via FTP using the Scan to PC service because the host or server name of the FTP server could not be resolved. Check the connection to the DNS server. Check if the FTP server name is registered correctly on the DNS server.
016-575	The machine failed to transfer data via FTP using the Scan to PC service because the DNS server address was not registered. Specify the correct DNS server address. Or, specify the destination FTP server using its IP address.
016-576	The machine failed to transfer data via FTP using the Scan to PC service because it could not connect to the FTP server. Ensure that both the destination FTP server and the machine are available for network communication by checking the following: • The IP address of the server is set correctly. • The network cables are plugged in securely.
016-577	Connection to the FTP service of the destination server failed. Take one of the following actions: • Check if the FTP service of the server is activated. • Check if the FTP port number of the server is correctly registered on the machine.
016-578	The machine failed to transfer data via FTP using the Scan to PC service due to unsuccessful login to the FTP server. Check if the login name (user name) and password are correct.

Code	Description and Remedy
016-579	The machine failed to transfer data via FTP using the Scan to PC service because the scanned image could not be saved in the FTP server after connection. Check if the FTP server's save location is correct.
016-580	The machine failed to transfer data via FTP using the Scan to PC service because the file or folder name on the FTP server could not be retrieved after connection. Check the access privilege to the FTP server.
016-581	The machine failed to transfer data via FTP using the Scan to PC service because the suffix of the file or folder name exceeded the limit after connection. Change the file name, or change the destination folder on the FTP server. Or, move or delete files from the destination folder.
016-582	The machine failed to transfer data via FTP using the Scan to PC service because file creation was not successful on the FTP server after connection. Take one of the following actions: • Check if the specified file name can be used in the save location. • Check if enough space is available in the save location.
016-583	The machine failed to transfer data via FTP using the Scan to PC service because lock folder creation was not successful on the FTP server after connection. Take one of the following actions: • If any lock directory (.LCK) exists in the forwarding destination, delete it manually, and then try executing the job again. • Check if the specified folder name can be used in the save location. • Check if the same folder name exists in the save location. • Check if enough space is available in the save location.
016-584	The machine failed to transfer data via FTP using the Scan to PC service because folder creation was not successful on the FTP server after connection. Take one of the following actions: • Check if the specified folder name can be used in the save location. • Check if the same folder name exists in the save location. • Check if enough space is available in the save location.
016-585	The machine failed to transfer data via FTP using the Scan to PC service because file deletion was not successful on the FTP server after connection. Check the access privilege to the FTP server.
016-586	The machine failed to transfer data via FTP using the Scan to PC service because lock folder deletion was not successful on the FTP server after connection. Take one of the following actions: • Check the access privilege to the FTP server. • If any lock directory (.LCK) exists in the forwarding destination, delete it manually, and then retry executing the job.
016-587	The machine failed to transfer data via FTP using the Scan to PC service because folder deletion was not successful on the FTP server after connection. Check the access privilege to the FTP server.
016-588	The machine failed to transfer data via FTP using the Scan to PC service because the data could not be written in the FTP server after connection. Check if enough space is available in the save location.
016-589	The machine failed to transfer data via FTP using the Scan to PC service because the data could not be read from the FTP server after connection. Check the access privilege to the FTP server.

Code	Description and Remedy
016-590	The machine failed to transfer data via FTP using the Scan to PC service because the file could not be saved in the FTP server; [File Name Conflict] may be set to [Do Not Save]. Set [File Name Conflict] to any item other than [Do Not Save].
016-591	The machine failed to transfer data via FTP using the Scan to PC service because the filing policy was invalid. When [File Name Conflict] is set to [Rename New File], make sure the file format is not Multiple-Page.
016-592	The machine failed to transfer data via FTP using the Scan to PC service because access to the NEXTNAME.DAT file was not successful after connection to the FTP server. When [File Name Conflict] is set to [Rename New File], check if the NEXTNAME.DAT file is correct.
016-593	The machine failed to transfer data via FTP using the Scan to PC service because an internal error occurred after connection to the FTP server. Try again. If the problem persists, contact the Xerox Welcome Center.
016-594 016-595 016-596	The machine failed to transfer data via FTP using the Scan to PC service because a network error occurred. Try again. If the problem persists, contact the Xerox Welcome Center.
016-597	The file transfer via FTP using the Scan to PC service was cancelled after connection to the FTP server, because the same file or folder name existed on the FTP server. Make sure that the multiple machines are not accessing the same folder on the server, and then try again. If the problem persists, contact the Xerox Welcome Center.
016-700	The job was suspended because the number of the digits for the Security Print or Charge Print passcode set on the print driver was less than the value specified in [Min. Passcode Length for Stored Job] on the machine. On the print driver, set the passcode string equal to or longer than the value specified in [Min. Passcode Length for Stored Job].
016-701	An error occurred due to insufficient memory for the PCL decomposer. Lower the resolution if possible.
016-702	A page compression error occurred. The machine could not compress any page due to insufficient free space in the buffer. Change the [Print Mode] setting to [High Speed], or add memory to increase the page buffer size.
016-703	An e-mail specifying a non-registered or invalid mailbox number was received. When sending a fax or Internet Fax: • Contact the Xerox Welcome Center. When receiving e-mail, fax, or Internet Fax: • Register the mailbox with the specified number. • Send an e-mail to a valid mailbox. • Contact the Xerox Welcome Center if the problem persists.
016-704	The hard disk runs out of space, because the mailboxes are full. Delete unnecessary documents from the mailboxes.
016-705	The Secure Print, Print to Mailbox, or Charge Print data was not stored in the mailbox, or the data scanned on the machine was not stored in the mailbox. The probable causes are as follows: • The optional kit is not installed on the machine. • The print driver is not for the machine. Contact the Xerox Welcome Center if the problem persists.

Code	Description and Remedy
016-706	The hard disk ran out of space, because the number of Secure Print users reached its maximum. Delete unnecessary Secure Print jobs from the machine.
016-707	The Sample Print feature is not available due to a malfunction of the hard disk. Contact the Xerox Welcome Center.
016-708	An annotation cannot be added due to insufficient hard disk space. Delete unnecessary documents from the disk.
016-710	The Delayed Print job could not be executed. Take one of the following actions: • Delete unnecessary data from the hard disk to increase free space. • Reset the settings of Print to Mailbox and Sample Print. • Reduce the number of stored Delayed Print jobs to less than 100 jobs.
016-711	Refer to 016-985.
016-712	Refer to 003-751.
016-713	The entered mailbox passcode is not correct. Enter the correct passcode.
016-714	The specified mailbox does not exist. Create a new mailbox or specify an existing mailbox.
016-716	The TIFF file could not be spooled as the size of the file exceeded the remaining space on disk. Increase the size of the PCL form area.
016-717	A [Transmission Report - Job Undelivered] or [Activity Report] was requested, but the information was not in memory. Take one of the following actions: • Divide Internet Fax document pages to reduce the size of a job, to increase memory and HDD's free space. • Execute a new scan job or an Internet Fax job after scan and Internet Fax jobs stored in the memory space are finished. • Output a report before 200 or more jobs are logged.
016-718	Unable to process PCL print data due to insufficient memory. Take one of the following actions: • Lower the resolution. • Cancel the Multiple-Up or 2 Sided Print feature, and try again.
016-719	Unable to process PCL print data due to insufficient print page buffer memory. Increase the print page buffer.
016-720	The PCL print data contains an invalid command. Check the print data, and then try again.
016-721	A print error occurred. The Auto Tray Switching setting conflicts with the Paper Type Priority settings. When the Auto Tray Switching feature is enabled, select an option other than [Auto Paper Off] for trays on the [Paper Type Priority] screen.
016-722	The specified staple position is not supported. Change the staple position, and try again.
016-723	The specified hole-punch position is not supported. Change the hole-punch position, and try again.
016-724	The specified staple and hole-punch positions are not a valid combination.
016-725	A scanned document saved in a mailbox could not be converted to fax data using the job flow sheet. Send the document not by using the Job Flow Sheets service, but by using Fax service.

Code	Description and Remedy
016-726	The printer language was not selected automatically. The probable causes are as follows: • PostScript data was sent to the machine, but the PostScript Kit was not installed on the machine. • PDF data was sent directly to the machine using the lpr command, but the HDD was defective. Contact the Xerox Welcome Center. • PCL data was sent to the machine, but the optional emulation kit was not installed on the machine.
016-727	The Print to Mailbox job was cancelled, because there was no data for the job. Check if the document is blank.
016-728	The TIFF file contains unsupported tags. Check the print data.
016-729	The TIFF file could not be printed, because the resolution of the TIFF file was too high. Lower the resolution of the TIFF file, and try again.
016-731	The print job was interrupted. Try printing the data again.
016-732	The form specified in the emulation setting is not registered in the host computer. Resend the form data.
016-733	The IP address after the @ character could not be obtained. Enter the e-mail address correctly. Or, the DNS Internet address after the @ character could not be resolved. Set the DNS server address correctly.
016-734	Printing a simple transmission report failed. Set the [E-mail Receive Protocol] on the sender's end to [SMTP].
016-735	An attempt was made to print a job template while it was being updated. Wait a while, and then try printing the template again.
016-736	A lock directory was not created. • Check that there is space on the target disk. • Check the access permissions. • Delete any existing lock directory.
016-737	The lock directory was not deleted. Delete the lock directory.
016-738	The Booklet Creation feature does not support the paper size specified. Select a paper size supported by the Booklet Creation feature.
016-739	The specified paper size is not appropriate. Make sure that the combination of the document and paper sizes is feasible for the Booklet Creation feature.
016-740	The Booklet Creation feature does not support the paper tray specified. Select a paper tray supported by the Booklet Creation feature.
016-741	Unable to move onto the downloading mode.
016-742	The product ID in the downloaded data is invalid. Try downloading again.
016-743	The downloaded files are not supported. Download files available for the model of your machine.
016-744	An error occurred to the data being downloaded. Check if the connection between the external device and the machine is secured, and try executing the operation again.
016-745	An XPJL error occurred while downloading. Try executing the job again. Contact the Xerox Welcome Center if the problem persists.

Code	Description and Remedy
016-746	Received a PDF file containing unsupported functions. Use a print driver to print the file.
016-747	An error occurred while annotation image data was being processed due to insufficient memory. Take one of the following actions: • Increase the annotation image size. • Reduce the number of the images in [Page Layout] > [Repeat Image]. • Contact the Xerox Welcome Center if the problem persists.
016-748	Unable to print due to insufficient hard disk space. Reduce the number of pages in print data, for instance by dividing the print data, or by printing one copy at a time when making multiple copies.
016-749	The printer language received from a print driver is not supported on the machine. Use the machine's print driver. If the problem persists, contact the Xerox Welcome Center. Or, the printer language received for the Internet Fax job is not supported on the machine. Request the sender to send the document with a printer language supported by the machine.
016-750	Printing banner sheets was cancelled. Enter the System Administration mode on the touch screen. Press the <Machine Status> button, and select the [Tools] tab on the [Machine Status] screen. From [System Settings] > [Print Service Settings] > [Other Settings], select [Banner Sheet] and set [Start Sheet], and also select [Banner Sheet Tray] and set [Tray 1].
016-751	An error occurred due to insufficient memory, when the PDF Direct Print mode is set to PostScript. Use the machine print driver, or increase the PostScript memory.
016-752	An error occurred due to insufficient memory. Change the print mode to a higher speed mode. If the problem persists, add memory.
016-753	The entered password is invalid for the PDF file. Set the correct password on ContentsBridge.
016-755	A print error occurred. The PDF file is print protected. Use Adobe Reader to cancel the print protection.
016-756	The use of the service is restricted.
016-757	A wrong password was entered. Enter the correct password.
016-758	The account is not authorized for copying.
016-759	The maximum number of copies has been reached.
016-760	An error occurred during PostScript processing. Take one of the following actions. • Change to the high speed print mode on the print driver. • Increase PostScript memory.
016-761	An image output error occurred. Change to the high speed print mode on the print driver.
016-762	The specified print language is not supported on the machine. Specify the print language in [Print Mode] under [Port Settings].
016-763	The POP server was not found. Check if the address of the POP server is correctly set on the machine. Also check the network cable connection.
016-764	Unable to connect to the SMTP server.
016-765	Unable to send e-mail due to insufficient hard disk space on the SMTP server.

Code	Description and Remedy
016-766	An error occurred on the SMTP server.
016-767	Unable to send e-mail due to the wrong e-mail address. Verify the e-mail address, and try sending the e-mail again.
016-768	Unable to connect to the SMTP server due to the incorrect e-mail address of the machine. Check the e-mail address of the machine.
016-769	The SMTP server does not support delivery confirmation (DSN). Send e-mail without the DSN setting.
016-770	The Direct Fax function is not available. Check with the System Administrator whether the function is enabled. If it is enabled, contact the Xerox Welcome Center.
016-771	Unable to resolve the data repository domain name. Check the DNS connection. Also check if the domain name is correct.
016-772	Unable to access the data repository. Specify the correct DNS address. Alternatively, directly specify the IP address of the repository.
016-773	The IP address of the machine is not set correctly. Check the DHCP environment. Alternatively, manually assign an IP address to the machine.
016-774	Unable to process compression conversion due to insufficient hard disk space. Delete unnecessary data from the disk.
016-775	Unable to process the image conversion due to insufficient hard disk space. Delete unnecessary data from the disk.
016-776	An error occurred during image conversion processing. Check the data in CentreWare Internet Services.
016-777	An error occurred on the hard disk during image processing, probably due to a hard disk malfunction. For details on replacing the hard disk, contact the Xerox Welcome Center.
016-778	Conversion of the scanned image was discontinued due to insufficient disk space. Delete unnecessary data from the disk.
016-779	An error occurred during conversion processing of the scan image. Instruct scanning again.
016-780	An error occurred on the disk during conversion processing of the scanned image, probably due to a disk malfunction. For details on replacing the hard disk, contact the Xerox Welcome Center.
016-781	Unable to connect to the server during file forwarding by a Network Scanning server application. Ask the System Administrator to check the network and server.
016-782	Unable to connect to the server for a Network Scanning server application. Verify the login user name, password and other information that are entered.
016-783	Unable to find the specified server path during file forwarding by a Network Scanning server application. Check the path name of the server currently set to the job template.
016-784	A write to server error occurred during file forwarding by a Network Scanning server application. Confirm that there is sufficient space in the directory on the server, and that access rights are present.
016-785	The file could not be sent by a Network Scanning server application due to insufficient space on the server. Delete unnecessary data from the server.

Code	Description and Remedy
016-786	The scanned data could not be written due to insufficient space on the hard disk. Delete unnecessary data, or initialize the hard disk if the saved data are not needed.
016-787	The server IP address set to the job template is incorrect. Specify the correct job template.
016-788	Failed to retrieve the file from the web browser. Take one of the following actions, and then try retrieving again. • Refresh the browser page. • Restart the browser. • Switch the machine off and then back on.
016-789	The mail processing was interrupted due to insufficient hard disk space. Lower the image resolution or reduction/enlargement ratio, or divide the document into smaller segments to send.
016-791	Access to the destination for the Scan to PC service or to the Network Scanning server application failed. Check if you are authorized to access the specified destination or server.
016-792	A job history report was to be printed, but the specified job history could not be retrieved. The specified job history is not available.
016-793	The hard disk has run out of space. Delete unnecessary data, or initialize the hard disk if the saved data is not needed.
016-794	The media was incorrectly inserted. Insert the media correctly.
016-795 016-796 016-797	A read error occurred on the media. Check the contents stored on the media using a computer.
016-798	The print job could not be processed. The hard disk drive or memory may not be installed properly on the machine, or may be damaged. Contact the Xerox Welcome Center.
016-799	The print data contains invalid parameters. Check the print data and print options, and try printing again.
016-981	A HDD access error occurred. The HDD is full. Divide pages to reduce the size of a job, or lower the resolution. Or, delete unnecessary Secure-Print, Delayed-Print, pending-fax, or mailbox documents to increase the HDD free space.
016-982	The hard disk has run out of space. Delete unnecessary data from the hard disk or documents in mailboxes.
016-985	The e-mail size exceeded the maximum size. Try one of the following procedures, and resend the e-mail. • Reduce the number of document pages. • Lower the scan resolution using [Resolution]. • Reduce the document size using [Reduce/Enlarge]. • Increase the maximum value using [Maximum E-mail Size] on the [Tools] screen.
018-400	An IPSec setting error occurred. The preshared key or device certificate, which is required for the selected authentication method, is not specified. Specify the preshared key or device certificate according to the authentication method.
018-500	The job cannot be printed with the specified print parameter combination (i.e., file size, paper size, paper tray, 2-sided print request, output tray, etc.). Set the appropriate combination of print parameters and try again.

Code	Description and Remedy
018-501	The machine did not have a server certificate/secret key when it was powered on, and thus could not enable the SSL server required for Xerox Secure Access authentication. Generate a server certificate or disable the Xerox Secure Access feature.
018-502 018-503	Your computer is not permitted to log in to the SMB server. Check the properties settings of your user account to see if your computer has access permission to the SMB server.
018-504	Connection to the Xerox Secure Access server has timed out. Try the authentication process again.
018-505 018-506	One of the following problems has occurred. If the error occurred during SMB authentication: • The user ID or passcode you entered was not correct, and thus the authentication failed. • The time setting of the SMB server and that of the machine do not match (Windows Server 2003 only). If the error occurred during SMB file transfer using Scan to PC: • The user ID or passcode you entered was not correct, and thus the login to the SMB server failed. • The time setting of the SMB server and that of the machine do not match (Windows Server 2003 only). • The user is not permitted to use Windows Sharing (Mac OS X 10.4 only). Take one of the following actions. • Check with the System Administrator for the correct user ID and passcode. • Make sure to match the time setting of the SMB server and that of the machine (Windows Server 2003 only). • Check if you are permitted to use Windows Sharing (Mac OS X 10.4 only).
018-507	The authentication with the Xerox Secure Access server was not successful due to a communication error, machine internal error, or code error. Try the authentication process again.
018-508	The Xerox Secure Access server did not recognize the user ID or password you entered. Enter the correct user ID and password and try again.
018-509	A parameter in the template is invalid. Check the parameters specified in the template.
018-524	A network error occurred. The probable cause are as follows: 1) The DNS server is not registered on the machine, but the server is specified in the job template with the domain name. 2) The protocol (SMB, FTP, etc.) specified in the job template is not enabled on the machine.
018-525	The partition for job templates is full in the HDD, or the HDD is defective. Wait for a while, and try again. Contact the Xerox Welcome Center if the problem persists.
018-526	A scanning error occurred. The machine is now polling job templates. Wait for a while, and try again.
018-527	An internal error occurred. Wait for a while, and try again. Contact the Xerox Welcome Center if the problem persists.
018-528	A scanning error occurred. Check if the Custom Services settings are correct.
018-529	During the Custom Services scanning process, another Custom Services scan job was requested. Wait for a while, and try again.

Code	Description and Remedy
018-530	A Custom Services authentication error occurred. Check the authentication settings.
018-531	The scan job could not be executed. Try again. Contact the Xerox Welcome Center if the problem persists.
018-532	There are too many scan jobs in process to create a new job. Up to three jobs can be transferred via networks at the same time. Or the system has too small space to create a new scan job. Wait for a while, and try again. If the problem persists, switch off the machine and then switch it on again.
018-543	The following problems were identified with the shared name specified when you logged into the SMB server to save scan data using the Scan to PC service. • The shared name does not exist on the server. • The shared name includes illegal characters. • Macintosh computers do not have access right to the shared name. Make sure that the shared name you specified is correct.
018-547	The maximum number of users had already been reached when you logged in to the SMB server to save scan data using the Scan to PC service. Take one of the following actions: • Check the maximum number of users that are allowed to simultaneously access the shared folder. • Check whether the number of users that are allowed to simultaneously access the server has reached the maximum.
018-556	An HTTP server error occurred. Check if the specified drive and folder is available on the HTTP server, and try again. Contact the Xerox Welcome Center if the problem persists.
018-557	The specified file name contains invalid characters. Modify the file name, and try again.
018-558	The specified folder or file does not exist on the HTTP server. Check the folder and file names.
018-559	The job was cancelled because the same file name existed. Select an option other than [Do Not Save] in [File Name Conflict].
018-560	Login to the HTTP server failed. Check if your computer is connected to the HTTP server. Also check if the login name, login password, HTTP server name, and HTTP server path are correct.
018-561	Connection to the HTTP server failed. Check if your computer is connected to the HTTP server. Also check if the HTTP server name and path are correctly set.
018-562 018-563	An HTTP server error occurred. Check if your computer is connected to the HTTP server. Also check the HTTP server settings.
018-564	A host name solution error occurred. Check if the HTTP server is registered on the DNS server, if the HTTP server is connected to the DNS server, and if the DNS server is registered on the machine.
018-565	A proxy name solution error occurred. Check if the proxy server is registered on the DNS server, if the HTTP server is connected to the DNS server, and if the DNS server is registered on the machine.
018-566	Connection to the HTTP server failed. Check the network cable connection on the machine, and also check if your computer is connected to the HTTP server.
018-567	An error occurred during communication with the HTTP server. Check if your computer is connected to the HTTP server.

Code	Description and Remedy
018-568	SSL access to the HTTP server failed. Check if your computer is connected to the HTTP server. Also check if the SSL is enabled, and if the HTTP server name and path are correctly set.
018-569	The HTTP server certificate may have a problem. Check if your computer is connected to the HTTP server. Also check if the SSL server certificate for the HTTP server is registered on the machine and if the certificate is valid. If the SSL certificate is not registered on the HTTP server, disable the [Verify Remote Server Certificate] setting.
018-570	A client certificate authentication error occurred on the HTTP server. Check if your computer is connected to the HTTP server. Also check if the SSL client certificate is registered on the machine, and if the device certificate is registered on the HTTP server.
018-571	An internal error occurred. Try again. Contact the Xerox Welcome Center if the problem persists.
018-572	The specified Netware context name may contain invalid characters. Check the context name.
018-573	The specified Netware server or tree name may contain invalid characters. Check the server name and the tree name.
018-574	The specified Netware volume name may contain invalid characters. Check the volume name.
018-575	The specified Netware user name or password may contain invalid characters. Check the user name and password.
018-576	The specified Netware path may contain invalid characters. Check the path name.
018-577	The specified file name may contain invalid characters. Check the file name.
018-578	The specified server or tree name does not exist. Check the network cable connection on the machine. Also check if your computer is connected to the Netware server, and if the server and tree names are correct. If the error persists, run DSREPAIR at the server console on the Netware server.
018-579	The hard disk on the Netware server may be full. Check if your computer is connected to the Netware server, and check the free space of the server. If the problem persists, run DSREPAIR at the server console on the Netware server.
018-580	The specified volume name does not exist on the Netware server. Check if your computer is connected to the Netware server, and if the volume name is correct. If the problem persists, run DSREPAIR at the server console on the Netware server.
018-581	The specified folder path does not exist on the Netware server. Check if your computer is connected to the Netware server, and if the folder path is correct. If the problem persists, run DSREPAIR at the server console on the Netware server.
018-582	Access to the Netware server was denied. Check if your computer is connected to the Netware server, and if you are authorized to access and work with the Netware server. If the problem persists, run DSREPAIR at the server console on the Netware server.
018-583	A hard disk error occurred on the Netware server. Check the status of the HDD on the Netware server. Also check if your computer is connected to the Netware server. If the problem persists, run DSREPAIR at the server console on the Netware server.

Code	Description and Remedy
018-584	Communication with the Netware server was interrupted. Check if your computer is connected to the Netware server. If the problem persists, run DSREPAIR at the server console on the Netware server.
018-585	Connection to the Netware server failed. Check if your computer is connected to the Netware server, and if the specified folder or file is in use by another user. If the problem persists, run DSREPAIR at the server console on the Netware server.
018-586	Login to the Netware server was denied. Check if your PC is connected to the Netware server. Also check the login name, login password, volume name, server name, tree name, and context name are correct. If the problem persists, run DSREPAIR at the server console on the Netware server.
018-587	The same file name exists. Change the setting of the File Name Conflict feature to any option other than [Do Not Save].
018-588	An error occurred during communication with the server. When the File Name Conflict feature is set to an option other than [Do Not Save], the multi-page TIFF format is not available.
018-589	An error occurred during communication with the server. When the File Name Conflict feature is set to an option other than [Do Not Save], check if NEXTNAME.DAT is correct.
018-590	The same file name exists on the server. Ensure the folder is not accessed from other clients, and try again. Contact the Xerox Welcome Center if the problem persists.
018-591	The number of suffixes attached to folder or file names exceeded the limit. Change the names of existing folders or files, or move the folders or files into another folder.
018-592	A LOCK directory could not be created. Manually delete the exiting lock directory (*.LCK) from the save destination, and try again. Or, if the same folder name exists in the save destination, specify another folder name.
018-593	The LOCK directory could not be deleted. Manually delete the exiting lock directory (*.LCK) from the save destination, and try again.
018-596	An LDAP protocol error occurred. Try again. If the problem persists, contact the Xerox Welcome Center.
018-701	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 1 (operations error) during the address book query. Check that the [LDAP Server/Directory Service] settings in [Remote Server/Directory Service] are correct, and check if the problem occurred on the server side.
018-702	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 2 (protocol error) during the address book query. Review the LDAP server settings and repeat the same operation.
018-703	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 3 (time limit exceeded) during the address book query. Review the search conditions and search root entry, then repeat the same operation. Contact the network administrator if the problem persists.

Code	Description and Remedy
018-704	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 4 (size limit exceeded) during the address book query. Review the search conditions and search root entry, then repeat the same operation. Contact the network administrator if the problem persists.
018-705	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 5 (compare false) during the address book query. The compare operation returned false. Check the LDAP server status.
018-706	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 6 (compare true) during the address book query. The compare operation returned true, indicating there is no problem.
018-707	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 7 (authentication method not supported) during the address book query. Change the authentication method and review the authentication settings.
018-708	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 8 (strong authentication required) during the address book query. Check that there are no errors in the authentication settings, and strengthen subsequent authentication.
018-710	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 10 (referral) during the address book query. There is nothing registered in the specified search range. Check the authentication settings status.
018-711	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 11 (admin limit exceeded) during the address book query. Check the server operating status.
018-712	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 12 (unavailable critical extension) during the address book query. Check the server operating status.
018-713	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 13 (confidentiality required) during the address book query. Check the server operating status.
018-714	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 14 (SASL bind in progress) during the address book query. Wait a while, then repeat the same operation. Contact the network administrator if the problem persists.
018-716	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 16 (no such attribute) during the address book query. The specified attribute does not exist. Check the LDAP server status.
018-717	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 17 (undefined attribute type) during the address book query. The attribute type specified is invalid. Check the LDAP server status.
018-718	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 18 (inappropriate matching) during the address book query. Filter type not supported for the specified attribute. Check the LDAP server status.

Code	Description and Remedy
018-719	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 19 (constraint violation) during the address book query. An attribute value specified violates some constraint. Check the LDAP server status.
018-720	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 20 (attribute or value exists) during the address book query. An attribute type or value already exists. Check the LDAP server status.
018-721	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 21 (invalid attribute syntax) during the address book query. An invalid attribute syntax was specified. Check the LDAP server status.
018-732	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 32 (no such object) during the address book query. The specified e-mail address does not exist in the directory. Review the input e-mail address and check the e-mail address is registered on the LDAP server.
018-733	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 33 (alias problem) during the address book query. The alias (name) in the directory points to a nonexistent entry. Check the LDAP server status.
018-734	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 34 (invalid DN syntax) during the address book query. An invalid DN syntax was specified. Check the user name and password. Check the LDAP server authentication settings and other status.
018-735	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 35 (is leaf) during the address book query. The object specified is a leaf node. Check the LDAP server status.
018-736	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 36 (alias dereferencing problem) during the address book query. The error occurred while dereferencing an alias. Check the LDAP server status.
018-748	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 48 (inappropriate authentication) during the address book query. Inappropriate authentication was specified. Check the LDAP server authentication settings.
018-749	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 49 (invalid credentials) during the address book query. Invalid credentials (user name or password) were specified. Check the user name and password. Check the LDAP server authentication settings.
018-750	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 50 (insufficient access rights) during the address book query. User has insufficient access to perform the operation. Check the LDAP server access rights.
018-751	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 51 (busy) during the address book query. The server is too busy. Wait a while, then repeat the same operation. Contact the network administrator if the problem persists.

Code	Description and Remedy
018-752	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 52 (unavailable) during the address book query. The server is unavailable. Wait a while, then repeat the same operation. Contact the network administrator if the problem persists.
018-753	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 53 (unwilling to perform) during the address book query. The server is unwilling to perform the operation. Wait a while, then repeat the same operation. Contact the network administrator if the problem persists.
018-754	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 54 (loop detect) during the address book query. A loop was detected (service-related problem). Check the LDAP server service operating status.
018-764	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 64 (naming violation) during the address book query. A naming violation occurred (update-related problem). Check the LDAP server status.
018-765	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 65 (object class violation) during the address book query. An object class violation occurred (update-related problem). Check the LDAP server status.
018-766	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 66 (not allowed on nonleaf) during the address book query. The operation is not allowed on a nonleaf object (update-related problem). Check the LDAP server status.
018-767	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 67 (not allowed on RDN) during the address book query. The operation is not allowed on an RDN (update-related problem). Check the LDAP server status.
018-768	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 68 (entry already exists) during the address book query. The entry already exists (update-related problem). Check the LDAP server status.
018-769	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 69 (object class mods prohibited) during the address book query. Object class modifications are prohibited (update-related problem). Check the LDAP server status.
018-770	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 70 (search result too large) during the address book query. Review the search conditions and search root entry, then repeat the same operation. Contact the network administrator if the problem persists.
018-771	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 71 (affects multiple DSAs) during the address book query. Check the LDAP server status.
018-780	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 80 (unknown error) during the address book query. Check the LDAP server status.

Code	Description and Remedy
018-781	An LDAP server protocol error occurred in the address book operation. The machine could not connect to the server. Use the following methods: • Check the network cables are connected. • Check the target server's operating status. Check that the server name in the [LDAP Server/Directory Service] settings in [Remote Server/Directory Service] is correct.
018-782	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 82 (program error or SSL authentication error) during the address book query. Check the LDAP server status.
018-783	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 83 (send message encoding error) during the address book query. Check the LDAP server status.
018-784	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 84 (receive message decoding error) during the address book query. Check the LDAP server status.
018-785	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 85 (search result timeout) during the address book query. Review the search conditions and search root entry, then repeat the same operation. Contact the network administrator if the problem persists.
018-786	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 86 (unknown authentication method specified) during the address book query. Check the LDAP server status.
018-787	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 87 (invalid search filter supplied) during the address book query. Review the search conditions. Contact the network administrator if the problem persists.
018-788	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 88 (operation cancelled) during the address book query. Check the LDAP server status.
018-789	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 89 (parameter error) during the address book query. Check the LDAP server status.
018-790	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 90 (memory allocation error) during the address book query. Check the LDAP server status.
018-791	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 91 (server connection error) during the address book query. Check the LDAP server status.
018-792	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 92 (unsupported function) during the address book query. Check the LDAP server status.
018-793	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 93 (result not returned) during the address book query. Check the LDAP server status.

Code	Description and Remedy
018-794	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 94 (result no longer available) during the address book query. Check the LDAP server status.
018-795	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 95 (result still available) during the address book query. Check the LDAP server status.
018-796	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 96 (client loop detected) during the address book query. Check the LDAP server status.
018-797	An LDAP server protocol error occurred in the address book operation. The server returned the RFC2251 specification protocol error 97 (maximum number of reference hops exceeded) during the address book query. Check the LDAP server status.
024-742	The number of print pages for the Booklet Creation job exceeded the number of maximum pages. Reduce the print pages or disable the Booklet Creation feature.
024-746	The selected option (i.e., paper size, paper tray, output tray, or double-sided printing) is incompatible with the specified paper type. Check the print parameters.
024-747	An invalid print parameter combination was set. Check the print parameters.
024-748	In Bates Stamping settings, the number of digits specified in [Number of Digits] does not match the value specified in [Starting Number]. For details on these settings, refer to the Annotation feature in the Copy chapter of the User Guide.
024-775	Refer to 024-742.
024-985	An error occurred in the bypass tray. Check the document size, orientation and paper type, and then try executing the same operation again.
026-700	A protocol which is not supported on the machine was received from the LDAP server during the address book query. Try executing the same operation again. Contact the Xerox Welcome Center if the problem persists.
026-701	The number of address book queries exceeded the handling capacity of the machine. Wait a while, and perform the same operation again. If there was only one address book query, the problem may be in the machine software. Contact the Xerox Welcome Center.
026-702	The number of transactions from the LDAP server exceeded the handling capacity of the machine. Wait a while and perform the same operation. Contact the Xerox Welcome Center if the problem persists.
027-400	A communication error occurred. If another error message is displayed, clear the problem first. If the control panel is being used by a user, wait until the user operation is completed. If the machine is communicating with a remote device, wait until the communication is completed. If the problem persists even after you take the above actions, switch off the machine, and then switch it on again. If the problem still persists, contact the Xerox Welcome Center.
027-442	The auto stateless IPv6 address 1 of the machine is duplicated on the network. Change the auto stateless IPv6 address 1 of the machine, or the address of the other device.

Code	Description and Remedy
027-443	The auto stateless IPv6 address 2 of the machine is duplicated on the network. Change the auto stateless IPv6 address 2 of the machine, or the address of the other device.
027-444	The auto stateless IPv6 address 3 of the machine is duplicated on the network. Change the auto stateless IPv6 address 3 of the machine, or the address of the other device.
027-445	The IPv6 address manually set for the machine is invalid. Correct the IPv6 address.
027-446	The IPv6 address manually set for the machine is duplicated on the network. Change the IPv6 address of the machine, or the address of the other device.
027-447	The link-local IPv6 address of the machine is duplicated on the network. Change the link-local address of the machine, or the address of the other device.
027-452	The specified IP address already exists. Change the IP address.
027-500	Unable to resolve the name of the SMTP server when reply e-mail was transmitted. Check using CentreWare Internet Services to see if the SMTP server is set correctly.
027-501	Unable to resolve the name of the POP3 server when using the POP3 protocol. Check using CentreWare Internet Services to see if the POP3 server is set correctly.
027-502	Unable to log in to the POP3 server when using the POP3 protocol. Check using CentreWare Internet Services to see if the user name and password used for the POP3 server are set correctly.
027-503	An error occurred in the POP server. Try again. Contact the Xerox Welcome Center if the problem persists.
027-504	An error occurred in the SMTP server. Try again. Contact the Xerox Welcome Center if the problem persists.
027-513	The machine failed to transfer data via SMB using the Scan to PC service because access to the SMB server was not permitted. When the server is Macintosh, a folder with the same name as the specified file may exist on the server. Change the settings so that a file or a folder can be read and written at the save location. When the server is Macintosh, change the folder name on the server, or the file name to be transferred.
027-514	The machine failed to transfer data via SMB using the Scan to PC service because the machine could not resolve the host name or the server name of the SMB server when accessing DNS. Check the connection to DNS. Check if the SMB server name has been registered on DNS.
027-515	During data transfer via SMB using the Scan to PC service, access to DNS failed because the DNS server was not set correctly. Set the DNS server address. Or, specify the destination SMB server address using its IP address.

Code	Description and Remedy
027-516	The machine failed to transfer data via SMB using the Scan to PC service because the SMB server was not found. Take one of the following actions, and try again: • Check the following to see if the destination SMB server and the machine are set up properly for network communication: 　- Check if the network cables are plugged in securely. 　- Check the TCP/IP settings. 　- Check the communication status of port 137 (UDP), port 138 (UDP), and port 139 (TCP). • Check the following to see if the computer correctly works as an SMB server. 　- Check if the file sharing service for Microsoft Network is activated. 　- Check if [NetBIOS over TCP/IP] for TCP/IP is activated. 　- Check if the file sharing service (using communication through port 137 (UDP), port 138 (UDP), and port 139 (TCP)) are authorized for the Firewall settings. • For communication that exceeds the subnet, check the WINS server settings, and check if the server address can be resolved correctly. • For Windows NT 4.0 Server/Workstation, use the following steps to see if the NetBIOS interface device is activated on the destination SMB server: 　1. Select [Start] > [Settings] > [Control Panel]. 　2. Display [Services], then select [Messenger]. 　3. Select [Startup] > [Auto] > [OK], then select [Close]. 　4. Select [Devices] in [Control Panel], then select [NetBIOS Interface]. 　5. Select [Startup] > [Auto] or [Manual] > [OK], then select [Close]. 　6. Reboot the computer.
027-518	The machine failed to transfer data via SMB using the Scan to PC service because the specified password was incorrect. When the server is Macintosh, the specified user may not have been registered as a user who is permitted to use Windows Sharing. Check the password for the shared folder. When the server is Macintosh, specify a user who is permitted to use Windows Sharing.
027-519	During data transfer via SMB using the Scan to PC service, an error occurred because the save location or file name specified for the scanned image had one of the following problems. • The specified save location does not exist on the server. • Illegal characters are used in the save location or the file name. • Because the specified save location has the Distributed File System (DFS) settings, it is linked to other shared folders. Take one of the following actions: • Check if the save location is correct. • Check if the specified file name is available on the SMB server. • Check the Distributed File System (DFS) settings. The DFS settings can be checked using the following steps: 　1. Select [Start] > [Programs] > [Administrative Tools] > [Distributed File System]. 　2. Select the specified save location from the left side frame of the [Distributed File System] window, and then check the target information displayed on the right side frame of the window. 　3. Specify the SMB server, shared name, and save location based on the information you checked in step 2.
027-520	During data transfer via SMB using the Scan to PC service, the file name or folder name could not be retrieved. Check the access privilege to the SMB server.

Code	Description and Remedy
027-521	During data transfer via SMB using the Scan to PC service, the suffix of the file name or folder name exceeded the limit on the SMB server. Change the file name or destination folder on the SMB server. Or, move or delete the files from the destination folder.
027-522	During data transfer via SMB using the Scan to PC service, the scanned image file could not be created on the SMB server due to one of the following reasons: • The specified file name already exists on the server. • The specified file name is already used. • The specified file name already exists as a directory. • Illegal characters are used in the file name. Take one of the following actions: • Check if the specified file name can be used in the save location. • Check whether or not the specified file name has been used by another user. • Check whether or not the specified file name has been used for another file or folder.
027-523	During data transfer via SMB using the Scan to PC service, a lock folder could not be created on the SMB server due to the following reason: • The specified lock folder already exists. Take one of the following actions: • If any lock directory (.LCK) exists in the forwarding destination, manually delete it, and then try again. • Check if the same name is being used for another folder.
027-524	During data transfer via SMB using the Scan to PC service, a folder could not be created on the SMB server because the same folder already exists. Check if the specified name is being used for another file or folder on the SMB server.
027-525	During data transfer via SMB using the Scan to PC service, a file could not be deleted from the SMB server due to one of the following reasons: • The file does not exist. • The file is opened. • The specified file name is being used as a directory. Check whether or not the file is not being used by another user at the specified save location.
027-526	During data transfer via SMB using the Scan to PC service, a lock folder could not be deleted from the SMB server due to one of the following reasons: • The file does not exist. • The directory is not empty. • The specified directory name does not exist. If any lock directory (.LCK) exists in the forwarding destination, manually delete it, and then try again.
027-527	During data transfer via SMB using the Scan to PC service, a folder could not be deleted from the SMB server due to one of the following reasons: • The file does not exist. • The directory is not empty. • The specified directory name does not exist. Check whether or not the file is not being used by another user at the specified save location.
027-528	During data transfer via SMB using the Scan to PC service, no space is available at the save location on the SMB server. Check if the save location has free space.

Code	Description and Remedy
027-529	During data transfer via SMB using the Scan to PC service, an unexpected error has occurred on the SMB server, or an unexpected internal error has occurred on the machine. Log in to the server from another computer using the same user name to see if a file can be written into the same save location on the server. If the problem persists, it may be an internal error. Contact the Xerox Welcome Center.
027-530	During data transfer via SMB using the Scan to PC service, a file could not be saved because [Do Not Save] had been selected for [File Name Conflict]. Select any option other than [Do Not Save] for [File Name Conflict].
027-531	During data transfer via SMB using the Scan to PC service, an error occurred because the filing policy was invalid. When selecting [Rename New File] in [File Name Conflict], make sure that the file format is not Multi-Page.
027-532	During data transfer via SMB using the Scan to PC service, an error occurred when accessing to the NEXTNAME.DAT file. If [Rename New File] has been selected for [File Name Conflict], check if the NEXTNAME.DAT file is correct.
027-533	During data transfer via SMB using the Scan to PC service, an internal error occurred. Try executing the same operation. If the problem persists, contact the Xerox Welcome Center.
027-543	The SMB server (NetBIOS) name is invalid. Check if the name of the SMB server is correct.
027-547	An SMB protocol error occurred. Prohibited characters were detected in the specified domain name. Check the domain name, and that the correct domain name is set on the machine. Check the domain using the following procedure: 1. Select [System Settings] > [Connectivity & Network Setup] > [Remote Server/Directory Service] > [SMB Server Settings] in System Administration mode. 2. Select the corresponding SMB server and check the domain name.
027-548	An SMB protocol error occurred. Prohibited characters were detected in the specified user name. Check the user name settings.
027-549	An SMB protocol error occurred. Perform the same operation again. Contact the Xerox Welcome Center if the problem persists.
027-564	An SMB protocol error occurred. The SMB server could not be found. Check that the authentication server and the machine can communicate across the network. For example, check the following: • Check the network cable connections. • Check the TCP/IP settings. • Check the port settings: port 137 (UDP), port 138 (UDP), port 139 (TCP).
027-565	An SMB protocol error occurred. Perform the same operation again. Contact the Xerox Welcome Center if the problem persists.
027-566	An SMB protocol error occurred. SMB (TCP/IP) is not activated. Using CentreWare Internet Services, open the [Port Status] page on the [Properties] tab, and check that TCP/IP for SMB is enabled.
027-569	The SMB (TCP/IP) port is not enabled. Enable the port with CentreWare Internet Services.

Code	Description and Remedy
027-572 027-573 027-574 027-576 027-578	An SMB protocol error occurred. Perform the same operation again. Contact the Xerox Welcome Center if the problem persists.
027-584	An SMB protocol error occurred. The SMB server is operating in share security mode. The SMB server is probably set on the Windows 95, Windows 98, or Windows ME OS. Set the SMB server on an OS other than Windows 95, Windows 98, or Windows ME.
027-585	An SMB protocol error occurred. Access to the server is not allowed at this time. Check the login allowed time.
027-586	An SMB protocol error occurred. The password has expired. Obtain a valid password.
027-587	An SMB protocol error occurred. The password must be changed. Log in to the server on Windows, and change the password.
027-588	An SMB protocol error occurred. The user account is invalid. Enable the user.
027-589	An SMB protocol error occurred. The user account is locked out. Cancel the lockout.
027-590	An SMB protocol error occurred. The user account has expired. Obtain a valid user account.
027-591	An SMB protocol error occurred. The user account is restricted. The blank password is invalid. Set a password for the user account.
027-599	An SMB protocol error occurred. Perform the same operation again. Contact the Xerox Welcome Center if the problem persists.
027-702	The certificate for addresses does not exist. Register the certificate with the machine.
027-703	The certificate for addresses has expired. Register a valid certificate with the machine.
027-704	The certificate for addresses is not trusted. Register a valid certificate with the machine.
027-705	The certificate for addresses has been revoked. Register a valid certificate with the machine.
027-706	The machine has no S/MIME certificate for the machine's e-mail address. Import an S/MIME certificate into the machine.
027-707	The S/MIME certificate for the machine's e-mail address has expired. Import a valid S/MIME certificate into the machine.
027-708	The S/MIME certificate for the machine's e-mail address is not trusted. Import a trusted S/MIME certificate into the machine.
027-709	The S/MIME certificate for the machine's e-mail address has been revoked. Import a valid S/MIME certificate into the machine.
027-710	The machine has no S/MIME certificate for the received e-mail. Ask the sender to attach an S/MIME certificate to e-mail.
027-711	The S/MIME certificate for the sender was not retrieved from the received e-mail. Import a sender's S/MIME certificate into the machine, or ask the sender to attach an S/MIME certificate to e-mail.

Code	Description and Remedy
027-712	The S/MIME certificate for the received e-mail has expired or is not trusted. Ask the sender to send e-mail with a valid certificate.
027-713	The reception of the e-mail was rejected, because the e-mail contents had been altered during transmission. Notify the sender of the possibility of falsification, and request the sender to resend the e-mail.
027-714	The reception of the e-mail was rejected, because the sender written in the "From" field differs from the e-mail address registered with the signature. Notify the sender of the possibility of impersonation, and ask the sender to resend the e-mail.
027-715	The S/MIME certificate for the received e-mail has not been registered on the machine or is not effective on the machine. Import the sender's S/MIME certificate into the machine, or if it has been imported, register the certificate on the machine so that it becomes effective.
027-716	The reception of the e-mail was rejected, because the S/MIME certificate was not trusted. Ask the sender to send e-mail with a trusted certificate.
027-730	The number of the document pages attached to the SMTP e-mail was more than the maximum number of pages allowed for the Split Send feature. Reduce the number of the document pages, and try again.
027-731	A Job Template server access limit error occurred. Wait until the Netware job in process is completed, and try again.
027-732	A Job Template server access error occurred. Check if the hard disk on the server is working correctly and has sufficient free space, and try again.
027-733	A Job Template server SSL error occurred. Check if the SSL is enabled on the server.
027-734	The job template certificate may have a problem. Check if your computer is connected to the HTTP server via the HTTP protocol. Also check if a valid SSL server certificate for the HTTP server is registered on the machine. If the device certificate is not registered on the Job Template server, disable the SSL certificate verification setting.
027-735	Data was to be transferred with SSL, but the SSL was disabled on the machine. Enable the SSL, or use the HTTP protocol.
027-736	A server certificate verification error occurred. Enable the server certificate verification setting on the machine.
027-737	An error occurred during reading of data from the job template server. Check the access rights of the directory in which the job template is stored.
027-739	Unable to find the specified job template server. Check the path to the job template server.
027-740	Unable to log in to the job template server. Verify that the correct login user name, password and other information are entered.
027-741	Unable to connect to the job template server. Ask the network administrator to check the network or server.
027-742	The job template could not be stored into memory due to insufficient disk space. Delete unnecessary data from the disk.
027-743	The settings on the job template server are incorrect. Check the settings of the job template server.

Code	Description and Remedy
027-744	There is a problem in the domain name of the job template server. Check the connection to the server. Also check if the domain name is registered on the DNS server.
027-745	The address of the DNS server is not registered on the machine. Register the address of the DNS server on the machine, or directly specify the job template server with its IP address.
027-746	The protocol setting of the job template server is not correct. Set up the correct port.
027-750	Fax forwarding or printing, or Internet Fax forwarding was attempted for a scanned document. Fax forwarding and printing, and Internet Fax forwarding cannot be performed for scanned documents.
027-751	An error occurred while a job flow sheet is being processed. Check the job flow sheet.
027-752	The job flow sheet has a parameter that requires user input. Take one of the following actions: • Link the mailbox with a job flow sheet that does not require user input. • Set the default value for the parameter on the job flow sheet.
027-753	The required port is not activated. Activate the port.
027-754	XPS or PDF Signature settings written in the job flow sheet are invalid. Check the XPS or PDF Signature settings both on the machine settings and on the job flow sheet. If the settings are not the same, change either of them.
027-772	An error occurred during communication with the server. Use only ASCII characters for the host name in [Machine's E-mail Address/Host Name]. For details, refer to *Machine's E-mail Address/Host Name on page 93*. If the problem persists, check if the server supports the HELO command.
027-773	A timeout error occurred. Wait for a while, and try again.
027-774	The e-mail address contains unsupported characters. Use only ASCII characters for the address.
027-775	Too many addresses were specified. Reduce the number of addresses.
027-776	An error occurred during communication with the server. Use only ASCII characters for the host name in [Machine's E-mail Address/Host Name]. For details, refer to *Machine's E-mail Address/Host Name on page 93*. If the problem persists, check if the server supports the EHLO command.
027-777	The server does not support SMTP-AUTH. In [SMTP Server Settings], set [E-mail Send Authentication] to [Off]. For details, refer to *SMTP Server Settings on page 96*.
027-778	The server does not support SMTP-AUTH. Check the authentication types supported on the server. The machine supports the following authentication types: PLAIN (plain text), LOGIN (BASE64), and CRAM-MD5 (challenge-response).
027-779	The SMTP authentication failed. Check the login name and password required for authentication.
027-796	The e-mail without an attachment was discarded. The machine is configured to print only e-mail attachments. To also have the machine print the body text and header of e-mail, change the settings on [Properties] in CentreWare Internet Services.

Code	Description and Remedy
027-797	The output destination is not correct. Specify the correct destination, and resend the e-mail.
033-310	If the machine is equipped with two or more lines, the Fax Billing feature cannot be set to ON. Contact the Xerox Welcome Center to disable the Fax Billing feature, or to change the machine to the single-line configuration.
033-363	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
033-710	The document for polling has been deleted. Store the document again.
033-712	The memory is full. Delete unnecessary data.
033-713	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
033-716	The mailbox specified from the remote machine does not exist. Register the mailbox on the machine.
033-717	The mailbox passcode specified on the remote machine is incorrect. Notify the correct passcode.
033-718	There are no fax documents or no documents for polling in the mailbox specified on the remote machine. If required, store documents in the mailbox.
033-719	The fax job was cancelled when the machine was switched off and on. Send the document again.
033-721	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
033-722	The scan job was cancelled. The document is jammed inside the machine, or the number of scanned pages has reached the limit value. If the problem is a document jam, clear the jam first. Reload only the document pages that have not been scanned, and press the <Start> button to continue the job.
033-724	Unable to receive the image data, because the data size that can be received per a fax transmission exceeds its upper limit. Request the sender to divide the document into smaller segments to send, or lower the resolution. If the problem persists, check if memory is installed correctly. If the problem persists, contact the Xerox Welcome Center.
033-725	The hard disk is full. Delete unnecessary data on the hard disk to increase the available hard disk space.
033-726	The received document was printed single sided. The 2-sided printing feature is not available for a mixed size document.
033-727	The orientation of the received pages could not be changed, because the data size was too large. They were printed without rotation.
033-728	The Auto Print formatting of the received fax document was interrupted by a manual print operation. No user action is required. The machine will automatically resume the Auto Print job after the manual printing is done.
033-731	The Auto Print processing for the received fax document was interrupted by a manual print operation. No user action is required.
033-733	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
033-734	Fax printing was suspended, because a job report was generated while the fax print job was being prepared. No user action is required.

Code	Description and Remedy
033-735	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
033-736	The transmission was cancelled, because the data size exceeded its upper limit.
033-737	A fax error occurred. Perform the same operation again.
033-738	Abnormal JBIG image data was received. No user action is required.
033-740	The print job for the received fax document was cancelled. No user action is required.
033-741 033-742	A fax error occurred. Perform the same operation again. Contact the Xerox Welcome Center if the problem persists.
033-743 033-744 033-745 033-746	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
033-747	The job was suspended. No user action is required.
033-749	The machine rectified a memory problem automatically for printout. No user action is required.
033-750	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
033-751	Outputting an activity report was suspended, because the machine was in Sleep mode. After the machine exits the Sleep mode, the machine will output the report.
033-755	Unable to print the fax document due to a malfunction of the fax service. Take one of the following actions: • Switch off the machine, and then switch it on again. • Make sure that the Fax Card is connected to the machine. • Print an error history report to clear problems. Contact the Xerox Welcome Center if the problem persists.
034-211 034-212	An error occurred in the fax controller. Contact the Xerox Welcome Center.
034-500	An incorrect telephone/fax number was dialed. Check the number, then perform the same operation again.
034-501	The telephone cable may not be connected securely. Check the cable connection, and resend the document. Refer to Machine Components in the Product Overview chapter of the User Guide.
034-505	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
034-506	The remote copy function (to make multiple copies of a received document) may not be supported on the destination machine. Check if the destination machine supports the remote copy function.
034-507	Communication failed, because the specified password was not correct. Make sure that the password and telephone number are correct. The destination machine may be set not to release its ID number. This error code is also displayed when a polling request is rejected.
034-508 034-509 034-510	A fax error occurred. If sending a fax, check the fax settings, fax number, and other settings, then perform the same operation again. Contact the Xerox Welcome Center if the problem persists.

Code	Description and Remedy
034-511	An error occurred during relay broadcasting. Check that the relay station is correctly registered with the speed dial code. Also, check the destination numbers registered at the relay station.
034-512	An endless loop was detected in the remote relay broadcasting. Check that the relay station is correctly registered with the speed dial code. Also, check the destination numbers registered at the relay station.
034-513	Received an invalid command. This is a Xerox remote maintenance system operational error. No user action is required.
034-514	Received an unsupported request. This is a Xerox remote maintenance system operational error. No user action is required.
034-515	There is a problem on the remote machine. Check the remote machine status.
034-519	The number of broadcasting destinations exceeded the limit value. Wait until the active and pending jobs are completed, or reduce the number of destinations, and then try again.
034-520	The number of active and pending jobs exceeded the limit value. Wait until the jobs are completed, and then try again.
034-521	An internal error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
034-522	There is no telephone line available for manual fax transmission. Wait until the job in progress is completed, and try again.
034-523	The destination machine is too busy to accept your fax. Wait a while, and then try again.
034-527	A dial control error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
034-528	Manual fax transmission is not available while the machine is in dialing mode. Wait a while, and then try again.
034-529	The received document cannot be printed using the paper loaded on the machine. Try one of the following. • Check that the proper size paper is loaded on the machine. • Check that the trays are correctly installed and detected on the machine.
034-530	Operation timed out. Perform the operation within the specified time frame.
034-550	An error occurred during writing to the FaxCard-ROM. Contact the Xerox Welcome Center.
034-700	The G3 DP (Dial Pulse) connection timed out. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
034-701	The software needs to be reset. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
034-702	Communication failed due to an incorrect fax number. Check the number, and try again. If a speed dial button was used, check the correct number is registered with the button.
034-728	An invalid number was specified. Check the destination number, and try again. Contact the Xerox Welcome Center if the problem persists.
034-730 034-731	Refer to 034-508.

Code	Description and Remedy
034-734	An internal error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
034-796	The fax number is invalid. Check the number, and try again.
034-797	A communication parameter error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
034-798	A parameter error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
034-799	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
035-550	An error occurred during data write processing. Contact the Xerox Welcome Center.
035-700	A fax error occurred. Perform the same operation again. Contact the Xerox Welcome Center if the problem persists.
035-701	Unable to communicate due to an incorrect phone number. Check the phone number, and perform the same operation again. If DP (Dial Pulse) is used for G3, check that "∗" and "#" are not included in the phone number.
035-702 035-703	The other party cancelled the transmission. Ask the other party to check their machine status, and resend the document if necessary.
035-704	The specified feature (such as polling) is not supported by the remote machine. Contact the other party to check the supported functions.
035-705 035-706	The destination machine may have a problem. Check the destination machine, and try again.
035-707	No password or an invalid password was specified for the fax data. This code is only to notify that the machine received such a document.
035-708 035-709 035-710 035-712 035-713	The destination machine may have a problem. Check the destination machine, and try again.
035-714	Refer to 035-702.
035-715	Refer to 035-507.
035-716 035-717 035-718 035-719	A communication error occurred. Ask the sender to try again.
035-720	The destination machine could not receive the document you sent. Check if: • the destination machine has paper in paper trays. • the destination machine has no paper jam. • the destination machine has enough memory. • the destination machine supports G3 reception. When using remote broadcasting, check if the machine supports the feature. When sending data directly to a remote mailbox, check if the passcode is correct.
035-721 035-722	A communication error occurred. Ask the sender to try again.

Code	Description and Remedy
035-723 035-724	A communication error occurred. Fax transmission: Check the fax number. Check if the specified features are supported on the destination machine. Fax reception: Ask the sender to try again.
035-725	Refer to 034-511.
035-726	A communication error occurred. Fax transmission: Check the fax number. Check if the specified features are supported on the destination machine. Fax reception: Ask the sender to try again.
035-727 035-728 035-729	A communication error occurred. Ask the sender to try again.
035-730 035-731 035-732 035-733 035-734 035-735 035-736 035-737 035-738 035-739 035-740 035-741 035-742	A communication error occurred. Fax transmission: Check the fax number. Check if the specified features are supported on the destination machine. Fax reception: Ask the sender to try again.
035-743 035-744 035-745	Communication failed. The fax number is not correct, or the specified features are not supported on the destination machine. Enter the correct fax number, and check the features supported on the destination machine.
035-746	The fax network did not respond. Check the following, and send the document again. • Is the telephone line correctly connected to the machine? • The other party may not be connected to the fax network, or there may be some problem with the network. When you are connected to a fax network that requires an access code, enter two pauses after the access code, and then dial the fax number.
035-747 035-748	Transmission was stopped, because the <Stop> button was pressed while the machine was dialing or sending data. No user action is required.
035-749	The machine dialed the fax number the specified number of time, but the destination machine did not answer. Check the telephone line connection to the destination machine.
035-750	Transmission was cancelled, because the machine was switched off or the <RESET> button was pressed while the machine was dialing or sending data. Switch the machine on again and resend the document. Contact the Xerox Welcome Center if the problem persists.
035-751 035-752	Transmission was cancelled, because the <Stop> button was pressed while the machine was dialing or sending data. No user action is required.
035-762	Refer to 034-508.

Code	Description and Remedy
036-500 to 036-542 036-700 to 036-777	A fax error occurred. Check the fax settings and the fax number, and then try again. Contact the Xerox Welcome Center if the problem persists.
036-778 036-779	Communication was interrupted on the destination machine. Ask the sender to try again.
036-780 036-781 036-782 036-783 036-784 036-785	A fax error occurred. Check the fax settings and the fax number, and then try again. Contact the Xerox Welcome Center if the problem persists.
036-786 036-787	Refer to 034-507.
036-788 036-789	The polling feature was to be used, but the target machine did not store the documents to be polled. Check the target machine, and try again.
036-790 036-791	Communication failed due to an invalid request. Check the procedure in the User Guide and perform the operation again.
036-792 036-793	Refer to 034-508.
036-795	The remote copy function (to make multiple copies of a received document) is not supported on the destination machine. Check if the remote copy function is supported on the destination machine.
036-796	The general fax mode was used, because the remote copy function (to make multiple copies of a received fax document) was not supported on the destination machine.
036-797 036-798 036-799	Refer to 034-508.
041-210 041-211	An error occurred in the tray module. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
047-211	A hardware problem occurred in the paper output assembly. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
047-212	An error occurred in the OCT2 unit. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
047-213	An error occurred in the Finisher. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
047-214	An error occurred in the Duplex Module. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
047-215	A communication error occurred between the main unit and the Exit Module. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
047-216	An error occurred in the Finisher. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.

Code	Description and Remedy
047-217	A communication error occurred between the main unit and the High Capacity Feeder. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
047-218	A communication error occurred between the main unit and a tray module. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
062-210	The document feeder malfunctioned. Contact the Xerox Welcome Center.
062-211	An error occurred in the document feeder. Contact the Xerox Welcome Center.
062-277	A communication error occurred between the scanner and the feeder. Contact the Xerox Welcome Center.
062-394	Data could not be written in memory space. Switch off the machine, and then switch it on again.
062-790	The scanned document is copy-prohibited. Refer to Illegal Copies in the Before Using the Machine chapter in the User Guide, to verify the types of documents that can be copied.
071-210 071-211	An error occurred when Tray 1 was used. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
072-210 072-211	An error occurred when Tray 2 was used. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
073-210 073-211	An error occurred when Tray 3 was used. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
074-210 074-211	An error occurred when Tray 4 was used. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
077-211	An error occurred with the Tray Module. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
077-215	An error occurred when the Two Tray Module was used. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
078-210	An error occurred when Tray 1 of the High Capacity Tandem Tray was used. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
078-211	An error occurred when Tray 2 of the High Capacity Tandem Tray was used. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
078-212	An error occurred in the High Capacity Feeder. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
078-213 078-214	Tray 5 (Bypass) malfunctioned. Switch off the machine, and then switch it on again. If the problem persists, contact the Xerox Welcome Center.
078-250	An error occurred in the High Capacity Feeder. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
081-799	The e-mail to fax job was cancelled. The fax destination may be incorrect. Check the number, and try again.
112-700	The hole punch waste container is full. Empty the container. For information on how to empty the hole punch waste container, refer to *Emptying the Hole Punch Waste Container (Optional) on page 37*.

Code	Description and Remedy
116-220	The machine failed to move onto the Download mode. Contact the Xerox Welcome Center.
116-392	The Printer or PostScript kit is attached to an improper slot on the controller board. Attach the Printer or PostScript kit to the correct slot.
116-701	Unable to print double-sided due to insufficient memory. Check if memory is installed correctly. If the problem persists, contact the Xerox Welcome Center.
116-702	Data was printed using a substitute font. Check the print data.
116-703	An error occurred during PostScript processing. Check the print data, or disable bi-directional communication on the print driver.
116-713	The data was divided because the hard disk ran out of space. Delete unnecessary data from the hard disk.
116-720	A print error occurred due to insufficient memory. Close unused ports or delete unnecessary data.
116-740	A print error occurred. A parameter value is greater than the limit value. Check the print settings.
116-749	The print job was stopped, because the specified font was not found. Install the font, or enable the font substitution setting in the print driver.
116-752	The description in the PDF print job ticket has a problem. Repeat the same procedure. Contact the Xerox Welcome Center if the problem persists.
116-771 116-772 116-773 116-774 116-775 116-776 116-777 116-778	The parameter values were corrected, because the machine encountered a problem when printing the data. If the received image is incomplete or damaged, ask the sender to check the image and to resend the data. When Internet Fax forwarding is enabled, check with the recipient if the image has no problem.
116-780	The document attached to the received e-mail has a problem. Check the attached document.
116-790	• If the machine did not staple any print sets, check that the specified stapling position is appropriate, and then try again. • If a user stops a confidential Fax or Internet Fax print job while the machine is printing the data of the job, the machine will not staple the first print set. Manually staple the first set in that case.
123-400	The machine has detected a software-related problem. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
124-328	A punch unit was not found. Specify a punch unit following the screen instructions.
124-701	Due to a malfunction in the specified tray (left side tray), the output destination was changed to the center tray. Contact the Xerox Welcome Center. The other trays are available.
124-702	Due to a malfunction in the specified tray (finisher tray), the output destination was changed to the center tray. Contact the Xerox Welcome Center. The other trays are available.
124-705	The punch setting was cancelled. Check the punch position, and try again.

Code	Description and Remedy
124-706	The folding setting was cancelled. Check the folding setting, and try again.
124-708	The output destination was changed to the center tray. Check if the specified size paper is loaded in a paper tray.
124-709	The document exceeded the maximum number of pages that can be stapled. Reduce the number of pages, or cancel the stapling setting, then try printing again.
133-210 133-211 133-212 133-213 133-214 133-215 133-216 133-217 133-218 133-219 133-220 133-221 133-222 133-223 133-224	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
133-226	The specified country code is not supported. Contact the Xerox Welcome Center.
133-280 133-281 133-282 133-283	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.
133-700	The staple/punch settings were cancelled. Specify appropriate staple/punch positions.
133-710	The received fax data was printed using Tray 5 (Bypass), as the selected tray was not available for fax printing.
134-210 134-211	A fax error occurred. Switch off the machine, and then switch it on again. Contact the Xerox Welcome Center if the problem persists.

Screen Messages

Along with fault codes, the following messages are displayed on the touch screen on some occasions.

Message	Description and Remedy
A fault has occurred. Switch off the machine. Ensure that the screen disappears before switching it on. If the problem persists, call for service.	A fault has occurred. Switch off the machine and wait until the touch screen is completely off, and then restart the machine. If the problem persists, write down the fault code (xxx-yyy) displayed on the screen. Switch off the machine and contact the Xerox Welcome Center.

Message	Description and Remedy
A fault has occurred. The machine has rebooted. If the problem persists, call for service.	The machine was restarted due to a fault. Resume normal operations. If the problem persists, contact the Xerox Welcome Center.
Processing has been cancelled due to an error. See User Guide for information on fault code.	The machine operation has stopped due to a fault. Restart the job.

Xerox Welcome Center

If you need any additional help on using your machine, you can:

1) Refer to the User Guide or this System Administration Guide.

2) Visit our Customer Web Site at www.xerox.com or contact the Xerox Welcome Center. For details, refer to *Xerox Welcome Center in the Before Using the Machine chapter on page 13*.

Please have your serial number at hand when contacting Xerox.

The Welcome Center will want to know the following information: the nature of the problem, the serial number of the machine, the fault code (if any), as well as the name and location of your company. Follow the steps below to look up the serial number of the machine.

1. Press the <Machine Status> button on the control panel. Press the <Features> or <All Services> button at any time to exit.
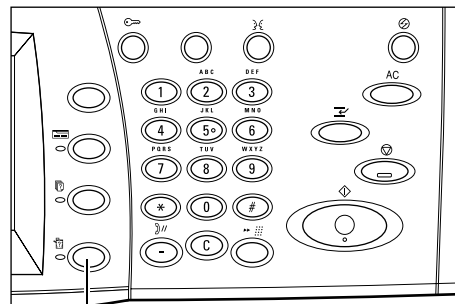
<Machine Status> button

2. On the [Machine Information] screen, select [General Information].
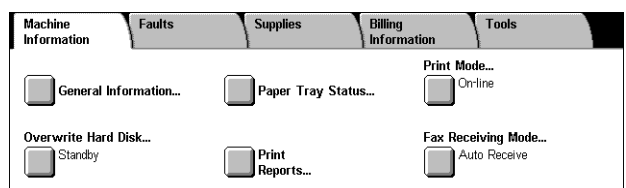
3. The serial number will be displayed.
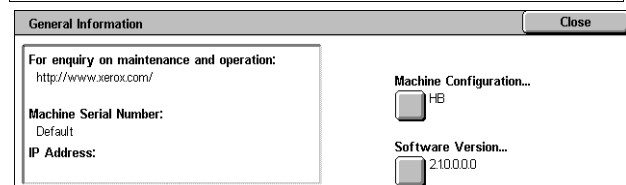
NOTE: The serial number is also found on the metal plate on the left side of the machine behind Cover A. For more information, refer to *Serial Number in the Before Using the Machine chapter on page 13*.

16 Appendix

This chapter describes the machine specifications, emulation parameters supported on the machine, how to upgrade the machine software, and how to configure Xerox Extensible Interface Platform.

Specifications – page 421
Emulation Parameters – page 427
Machine Software Upgrade – page 430
Xerox Extensible Interface Platform (XEIP) – page 431

Specifications

Use the specifications listed below to identify the capabilities of the machine. The machine adheres to strict specifications, approvals and certifications. These specifications are designed to provide for the safety of users and to ensure that the machine operates in a fully functional state. Note that improvements in specifications and the appearance of the product may be made without prior notice.

For more information on the specifications, contact your Xerox Representative.

Machine Specifications

Machine Size (Standard Configuration)

With the Document Feeder and Tray 5 (Bypass):

(W × D × H) 640 × 650 × 832 mm (25.2 x 25.7 x 32.8 inches).

With the Document Glass Cover and Tray 5 (Bypass):

(W × D × H) 640 × 652 × 751 mm (25.2 x 25.7 x 29.6 inches).

Space Requirements

(W × D) 1,340 × 1,185 mm (52.8 × 46.7 inches)

With the Office Finisher LX: (W × D) 2,140 × 1,187 mm (84.3 × 46.7 inches)

NOTE: For installations in a walkway, add an additional 610 mm (24.0 inches).

Machine Weight

WorkCentre with the Document Glass Cover: 64.0 kg (140.8 lb)*

* Including the interface cable, the Duplex unit, and the Exit 2 unit (model-A)

Copier Speed

From Tray 1 / 1 sided:

WorkCentre 5222

    A4/8.5 x 11" LEF: 23 cpm (cycles per minute) (1 sided)

    A4/8.5 x 11" LEF: 23 cpm (cycles per minute) (2 sided)

    A3/11 × 17" SEF: 13 cpm (cycles per minute) (1 sided)

    A3/11 × 17" SEF: 8 cpm (cycles per minute) (2 sided)

WorkCentre 5225

A4/8.5 x 11" LEF: 25 cpm (cycles per minute) (1 sided)

A4/8.5 x 11" LEF: 25 cpm (cycles per minute) (2 sided)

A3/11 × 17" SEF: 14 cpm (cycles per minute) (1 sided)

A3/11 × 17" SEF: 9 cpm (cycles per minute) (2 sided)

WorkCentre 5230

A4/8.5 x 11" LEF: 30 cpm (cycles per minute) (1 sided)

A4/8.5 x 11" LEF: 30 cpm (cycles per minute) (2 sided)

A3/11 × 17" SEF: 16 cpm (cycles per minute) (1 sided)

A3/11 × 17" SEF: 11 cpm (cycles per minute) (2 sided)

First Copy Out Time

From Tray 1/A4 or 8.5 x 11" LEF: 4.3 seconds or less

Warm-up Time

Cold Start: Within 26 seconds (varies with machine configuration)

Document Glass

Capacity: A document within 30 mm of thickness can be copied with the document glass cover / feeder closed.

Document Sizes: (Standard size) A5 LEF to A3 SEF (5.5 x 8.5 to 11 x 17 SEF)

(Custom size) width: Up to 297 mm (0.6 to 11.7") / length: Up to 432 mm (0.6 to 17.0").

Auto Size Sensing: Yes

NOTE: The standard sizes of documents that can be detected vary depending on the paper size table specified by the System Administrator. For information on setting the paper size table, refer to *Paper Size Settings in the Setups chapter on page 78.*

Document Feeder

Capacity:75 sheets of 50 to 80 g/m^2

Document Sizes:

Maximum document size:
                297 mm (W) x 432 mm (11.7 x 17.0")

Minimum document size:
                139.7 mm (W) x 210 mm (5.5 x 8.3")

Long Document Scan feature for Fax mode:
                297 mm (W) × 600 mm (11.7 × 23.6")

NOTE: The Long Document Scan feature is not available in the double-sided mode. When using this feature to scan long documents which exceed 432 mm (17.0 inches), the operator must feed the document one sheet at a time. The paper weight should be between 60 and 90 g/m^2.

Document Weight: 38 to 128 g/m^2 (50 to 128 g/m^2 in double-sided mode)

Mixed Sizes: Yes - If so specified on the machine and the lead edges of documents have the same dimension.

Auto Size Sensing: Yes

NOTE: The standard sizes of documents that can be detected vary depending on the paper size table specified by the System Administrator. For information on setting the paper size table, refer to *Paper Size Settings in the Setups chapter on page 78.*

Paper Supply

NOTE: The standard sizes of documents that can be detected vary depending on the paper size table specified by the System Administrator. For information on setting the paper size table, refer to *Paper Size Settings in the Setups chapter on page 78.*

Tray 1, Tray 2, and Trays 3 & 4 (Two Tray Module)

Capacity: 500 sheets of 80 g/m^2 (20 lb bond) paper per tray

NOTE: The paper stack must not exceed 54 mm (2.1 inches) in height.

Paper Weights:

> 60 to 105 g/m^2 for Tray 1
> 60 to 215 g/m^2 for Tray 2, Trays 3 & 4, (Two Tray Module)

Paper Sizes: For width: 139.7 to 297.0 mm (5.5 to 11.8") / For length: 182.0 to 431.8 mm (7.2 to 17.2")

Auto Size Sensing: Yes

Tray 5 (Bypass)

Capacity: Approx. 100 sheets*

*: Standard paper 4200 3R2047 20lb

NOTE: The paper stack must not exceed 10 mm (0.4 inch) in height.

Paper Weight: 60 to 215 g/m^2

Paper Sizes: For width: 88.9 to 297.0 mm (3.6 to 11.8") / For length: 98.4 to 431.8 mm (3.9 to 17.2")

Auto Size Sensing: Yes

Trays 3 & 4 (High Capacity Tandem Tray)

Capacity: Approximately 2,000 sheets (800/1,200 sheets)

Paper Sizes: A4 LEF, 7.25 x 10.5" LEF, 8.5 x 11" LEF

Paper Weight: 60 to 215 g/m^2

Tray 6 (High Capacity Feeder)

Capacity: Approximately 2,000 sheets

Paper Sizes: A4 LEF, 7.25 x 10.5" LEF, 8.5 x 11" LEF

Paper Weight: 60 to 215 g/m^2

Double-sided Module

Paper Sizes: For width: 148.7 to 241.0 mm (5.9 to 9.6") / For length: 98.4 to 162.0 mm (3.9 to 6.4")

Paper Weight: 60-105 g/m^2

Envelope Tray

Supported Envelope Types: Commercial 10 Envelope LEF, Monarch Envelope LEF, DL Envelope LEF, C5 Envelope LEF

Stackability (Height): 43 mm or less

Auto Size Sensing: No

Paper Output

Center Tray

Capacity:
Without Finisher: 500 sheets of 80 g/m^2 (20 lb bond) paper

With the Office Finisher LX: 250 sheets of 80 g/m^2 (20 lb bond) paper

Paper Sizes: A6 LEF, A5 SEF, A5 LEF, A4 SEF, A4 LEF, A3 SEF, B6 SEF, B5 SEF, B5 LEF, B4 SEF, 5.5 x 8.5" SEF, 5.5 x 8.5" LEF, 7.25 x 10.5" SEF, 7.25 x 10.5" LEF, 8.5 x 11" SEF, 8.5 x 11" LEF, 8.5 x 13" SEF, 8.5 x 14" SEF, 11 x 17" SEF, 16K (Taiwan) SEF, 16K (Taiwan) LEF, 8K (Taiwan) SEF, 16K (China) SEF, 16K (China) LEF, 8K (China) SEF, Postcard LEF, European 3 (Chouyoukei 3) Envelope LEF, Commercial 10 Envelope LEF, Monarch Envelope LEF, DL Envelope LEF, C4 Envelope SEF, C5 Envelope LEF

Left Side Tray

Capacity: 100 sheets of 80 g/m^2 (20 lb bond) paper

Paper Sizes: A6 LEF, A5 SEF, A5 LEF, A4 SEF, A4 LEF, A3 SEF, B6 SEF, B5 SEF, B5 LEF, B4 SEF, 5.5 x 8.5" SEF, 5.5 x 8.5" LEF, 7.25 x 10.5" SEF, 7.25 x 10.5" LEF, 8.5 x 11" SEF, 8.5 x 11" LEF, 8.5 x 13" SEF, 8.5 x 14" SEF, 11 x 17" SEF, 16K (Taiwan) SEF, 16K (Taiwan) LEF, 8K (Taiwan) SEF, 16K (China) SEF, 16K (China) LEF, 8K (China) SEF, Postcard LEF, European 3 (Chouyoukei 3) Envelope LEF, Commercial 10 Envelope LEF, Monarch Envelope LEF, DL Envelope LEF, C4 Envelope SEF, C5 Envelope LEF

Integrated Office Finisher

Capacity: 500 sheets of A4 LEF, 8.5 x 11" LEF

250 sheets of A4 SEF, 8.5 x 11" SEF, B5 SEF, B4 SEF

200 sheets of A3 SEF, 11 x 17" SEF

NOTE: When selecting the Mixed Sized Originals feature to output the different size documents, the maximum capability is 250 sheets.

Paper Sizes: A6 LEF, A5 SEF, A5 LEF, A4 SEF, A4 LEF, A3 SEF, B6 SEF, B5 SEF, B5 LEF, B4 SEF, 5.5 x 8.5" SEF, 5.5 x 8.5" LEF, 7.25 x 10.5" SEF, 7.25 x 10.5" LEF, 8.5 x 11" SEF, 8.5 x 11" LEF, 8.5 x 13" SEF, 8.5 x 14" SEF, 11 x 17" SEF, 16K (Taiwan) SEF, 16K (Taiwan) LEF, 8K (Taiwan) SEF, 16K (China) SEF, 16K (China) LEF, 8K (China) SEF, Postcard LEF, European 3 (Chouyoukei 3) Envelope LEF, Commercial 10 Envelope LEF, Monarch Envelope LEF, DL Envelope LEF, C4 Envelope SEF, C5 Envelope LEF

Paper Weight: 60 to 215 g/m^2

Set Size: 50 sheets of 90 g/m^2 or less paper (24 lb bond)

Staples: 5,000 or more per cartridge. Staples up to 50 sheets of 90 g/m^2 or lighter paper.

Office Finisher LX

Capacity:

Center Tray (Exit 2): 200 sheets

Finisher Tray (without Booklet Maker):

>   For paper of more than 216.0 mm in length:

>>   When not stapled: 1000 sheets

>>   When stapled: 75 sets or 750 sheets

>   For paper of 216.0 or less in length:

>>   When not stapled: 2000 sheets

>>   When stapled:
>>   100 sets or 1000 sheets (1 staple), 75 sets or 750 sheets (2 staples)

Finisher Tray (with Booklet Maker):

>   For paper of more than 216.0 mm in length:

>>   When not stapled: 1000 sheets

>>   When stapled:
>>   75 sets (1 staple/2 staples), 50 sets (center staple), or 750 sheets

>   For paper of 216.0 or less in length:

>>   When not stapled: 2000 sheets

>>   When stapled:
>>   100 sets or 1000 sheets (1 staple), 75 sets or 750 sheets (2 staples)

Paper Sizes: A4 SEF, A4 LEF, A3 SEF, B5 LEF, B4 SEF, 7.25 x 10.5" LEF, 8.5 x 11" SEF, 8.5 x 11" LEF, 8.5 x 13" SEF, 8.5 x 14" SEF, 11 x 17" SEF, 16K (Taiwan) LEF, 8K (Taiwan) SEF, 16K (China) LEF, 8K (China) SEF

Staples: 5,000 or more per cartridge

Booklet Staples: 2,000 or more per cartridge

>   Staples up to 50 sheets of 90 g/m^2 or lighter paper

Punched holes: 2 & 3 holes, 2 & 4 holes, or 4 holes

Electrical Specifications

Frequency

50/60 Hz +/-3 Hz

Electrical Voltage

110-127 VAC & 220-240 VAC

Power Consumption

Maximum average - 1.3 KVA (@110 V AC), 1.524 KVA (@127 VAC), 1.76 KVA (@220 VAC), 1.92 KVA (@240 VAC)

Specifications for the Fax Service

Fax Transmission Speed

Automatic fallback: 33.6 Kbps

Page Transmission Time - ITU No. 1 document

33.6 Kbps (standard): less than 4* seconds (*: reference data)

Telephone Line Type

Standard public analogue switched telephone line or equivalent

Compatibility

Super G3, ECM, G3

Resolution Capability

Standard: 200 × 100 dpi (8 × 3.85 lines/mm)

Fine: 200 × 200 dpi (8 × 7.7 lines/mm)

Superfine: 400 × 400 dpi (16 × 15.4 lines/mm)

Superfine: 600 × 600 dpi

Resolution Conversion

Available for sending and receiving; smooth on receiving

Image Compression

JBIG, MH, MR, MMR

Long Page Scan Feature

600 mm (23.6 inches) maximum length

NOTE: This feature is only available when the document feeder is used.

NOTE: This feature is not available in double-sided mode.

NOTE: When using this feature to scan long documents which exceed 432 mm (17.0 inches), the operator must feed the document one sheet at a time. The paper weight should be between 60 and 90 g/m^2.

Connection Approvals

EU/EEA: certified to TBR21

USA: approved to FCC Pt 68

Canada: approved to DOC CS-03

Other countries: certified to national PTT standards

Emulation Parameters

The emulation parameters for PCL and PDF direct printing can be changed as necessary.

For information on how to change parameter values, refer to *Print Mode in the Machine Status chapter on page 51.*

PCL Emulation

Parameter	Item No.	Value
Paper Tray	201	0: Auto (Default) 1: Tray 1 2: Tray 2 3: Tray 3 4: Tray 4 5: Tray 5 (Bypass) 6: Tray 6 (HCF) Selects the paper tray. When [Auto] is selected, the machine automatically selects the tray that contains the paper whose size is specified on the [Paper Supply] screen.
Auto Size	202	3: A3 4: A4 (Default*) 5: A5 14: B4 15: B5 21: 8.5 × 14" 22: 8.5 × 13" 23: 8.5 × 11" (Default*) 24: 11 × 17" 30: 8K Sets the default paper size when the machine is set to select the paper size automatically. Only available when [Paper Tray] is set to [Auto]. * The default value will be either [4] or [23] depending on the region.
Bypass Size	203	3: A3 4: A4 (Default*) 5: A5 14: B4 15: B5 21: 8.5 × 14" 22: 8.5 × 13" 23: 8.5 × 11" (Default*) 24: 11 × 17" 25: Custom Sets the paper size for the bypass tray. Only available when [Paper Tray] is set to [Tray 5 (Bypass)]. * The default value will be either [4] or [23] depending on the region.
Orientation	205	0: Portrait (Default) 1: Landscape Sets the document orientation.

Parameter	Item No.	Value
2 Sided Print	206	0: Off (Default) 1: On Sets whether to enable double-sided printing.
Default Font	207	0: CG Times 1: CG Times Italic 2: CG Times Bold 3: CG Times Bold Italic 4: Univers Medium 5: Univers Medium Italic 6: Univers Bold 7: Univers Bold Italic 8: Univers Medium Condensed 9: Univers Medium Condensed Italic 10: Univers Bold Condensed 11: Univers Bold Condensed Italic 12: Antique Olive 13: Antique Olive Italic 14: Antique Olive Bold 15: CG Omega 16: CG Omega Italic 17: CG Omega Bold 18: CG Omega Bold Italic 19: Garamond Antiqua 20: Garamond Kursiv 21: Garamond Halbfett 22: Garamond Kursiv Halbfett 23: Courier (Default) 24: Courier Italic 25: Courier Bold 26: Courier Bold Italic 27: Letter Gothic 28: Letter Gothic Italic 29: Letter Gothic Bold 30: Albertus Medium 31: Albertus Extra Bold 32: Clarendon Condensed 33: Coronet 34: Marigold 35: Arial 36: Arial Italic 37: Arial Bold 38: Arial Bold Italic 39: Times New 40: Times New Italic 41: Times New Bold 42: Times New Bold Italic 43: Symbol 44: Wingdings 45: Line Printer 46: Times Roman 47: Times Italic 48: Times Bold 49: Times Bold Italic 50: Helvetica 51: Helvetica Oblique 52: Helvetica Bold 53: Helvetica Bold Oblique 54: CourierPS 55: CourierPS Oblique 56: CourierPS Bold 57: CourierPS Bold Oblique 58: SymbolPS 59: Palatino Roman 60: Palatino Italic 61: Palatino Bold 62: Palatino Bold Italic 63: ITC Bookman Light 64: ITC Bookman Light Italic 65: ITC Bookman Demi 66: ITC Bookman Demi Italic 67: Helvetica Narrow 68: Helvetica Narrow Oblique 69: Helvetica Narrow Bold 70: Helvetica Narrow Bold Oblique 71: New Century Schoolbook Roman 72: New Century Schoolbook Italic 73: New Century Schoolbook Bold 74: New Century Schoolbook Bold Italic 75: ITC Avant Garde Book 76: ITC Avant Garde Book Oblique 77: ITC Avant Garde Demi 78: ITC Avant Garde Demi Oblique 79: ITC Zapf Chancery Medium Italic 80: ITC Zapf Dingbats

Parameter	Item No.	Value
Symbol Set	208	0: Roman 8 (Default) 18: Microsoft Publishing 1: ISO 8859-1 Latin 1 19: Math 8 2: ISO 8859-2 Latin 2 20: PS Math 3: ISO 8859-9 Latin 5 21: Pi Font 4: ISO 8859-10 Latin 6 22: Legal 5: PC-8 23: ISO 4 United Kingdom 6: PC-8 DN 24: ISO 6 ASCII 7: PC-775 25: ISO 11 Swedish:names 8: PC-850 26: ISO 15 Italian 9: PC-852 27: ISO 17 Spanish 10: PC-1004 (OS/2) 28: ISO 21 German 11: PC Turkish 29: ISO 60 Norwegian v1 12: Windows 3.1 Latin 1 30: ISO 69 French 13: Windows 3.1 Latin 2 31: Windows 3.0 Latin 1 14: Windows 3.1 Latin 5 32: Windows Baltic 15: DeskTop 33: Symbol 16: PS Text 34: Wingdings 17: MC Text
Font Size	209	400-5000 (Default: 1200): Specifies the point size of a font in increments of 25. The value of 100 represents 1 point.
Font Pitch	210	600-2400 (Default: 1000): Specifies the pitch size of a font. The value of 100 represents the pitch size of 1.
Form Line	211	5-128 (Default: 64 or 60*): Specify the number of lines on a page. * The default value will be [64] if the default value of the item 202/203 is [4], or [60] if the value for 202/203 is [23].
No. of Sets	212	1-999 (Default: 1): Specify the number of print sets.
Image Enhance	213	0: Off 1: On (Default) Sets whether to enable the enhanced image mode.
Hex Dump	214	0: Off (Default) 1: On Sets whether to enable a hex dump.
Draft Mode	215	0: Off (Default) 1: On Sets whether to enable the draft mode.
Binding	217	0: LEF (Default) 1: SEF Specifies which edge of paper is to be bound.
Line Termination	218	0: Off (Default) 1: Add-LF (Appends an LF to CR) 2: Add-CR (Appends a CR to LF and FF) 3: CR-XX (Appends a CR to LF and FF, and LF to CR)
Default Custom Paper Size	219 (Length) 220 (Width)	Item No. 219: 984 to 4318 (Default: 2100) Item No. 220: 890 to 2970 (Default: 2970) (Unit: 1/10 mm)

PDF Direct Printing

Parameter	Item No.	Value
Print Sets	401	1-999 (Default: 1): Specify the number of print sets.
2 Sided Print	402	0: Off (Default) 1: LEF Binding 2: SEF Binding Specifies which edge of paper is to be bound for double-sided printing.
Print Mode	403	0: Standard (Default) 1: Fast 2: High Quality Selects the print mode.
Sort	404	0: Off (Default) 1: On Sets whether to enable sorting.
Layout	405	0: Auto Reduce/Enlarge (Default) 1: Booklet 2: Two-up 3: Four-up 4: 100% (actual size) Specifies layout options. "0" (Auto Reduce/Enlarge) prints with magnification to fit the paper size selection. "1" (Booklet) performs duplex printing. "2" (Two-up) and "3" (Four-up) print two and four pages on a single sheet of paper, respectively.
Paper Size	406	0: Auto 1: A4 or Letter (Default) Sets the paper size.
Password	-	Enter a password up to 32 characters.

Machine Software Upgrade

To upgrade the software, you must first obtain the upgrade software and then install it.

Prepare for the Upgrade

It is important to obtain the correct upgrade file for your machine. Determine the software version you are currently running, as follows:

1. Open your web browser and enter http:// and the TCP/IP address of the machine in the [Address] or [Location] field. Click [Enter].

2. Click the [Properties] tab.

3. Click the [General Setup] folder.

4. Click [Configuration].

5. Scroll down to [Software] to see your system software version. Write down the version number. Note whether the Controller ROM is listed as Controller ROM or Controller + PS ROM. This will determine which file to download from Xerox.com.

6. Download the software file:

a) Obtain the new software upgrade file (Controller ROM or Controller + PS ROM) for your machine from the www.xerox.com web site, or from your Xerox Customer Support Representative.

b) Download the upgrade file to a local or network drive. You will be able to delete the file after the upgrade procedure.

c) Extract the .bin file from the .zip archive.

At Your Workstation

1. Verify that the machine is switched on and running, and is not in Energy Saver mode.

2. Open your web browser and enter the TCP/IP address of the machine in the [Address] or [Location] field, and then press [Enter].

3. Click the [Properties] tab.

4. Click the [Services] folder.

5. Click the [Machine Software] folder.

6. In the [Machine Software] folder:

a) Click [Upgrades]. Place a check mark in the [Enabled] check box, and then click [Apply].

b) Click [Manual Upgrade]. Click [Browse] and move through your file system to the new software. Click [Install Software] to install the software.

NOTE: The [Manual Upgrade] link provides the ability to upgrade software manually, after enabling with the [Upgrades] link.

Xerox Extensible Interface Platform (XEIP)

Xerox Extensible Interface Platform enables independent software vendors and partners to develop customized programs to access directly from the machine. Users can enter their user ID at the machine and access a set of features and options designed specifically for their business needs.

For example, a hospital could customize the machine to help better manage patient forms. By selecting [Custom Services] on the All Services screen and then selecting a button on the [Custom Services] screen, a healthcare worker could access the hospital's web-based document management system and browse a list of patient forms.

Users can quickly scan and capture paper documents, preview thumbnails, and add them to frequently used document storage location. For example:

• A tutor can scan notes directly to a specific course repository for students to access

• A student can scan assessment papers to their course folder for their tutor to mark.

Xerox Extensible Interface Platform utilizes web-based Xerox Partner solutions including Omtool™, Equitrac™, and FreeFlow™ SMARTsend™ to enable users to access document repositories at the machine's control panel.

Additional resources may be required on the machine depending on the solution.

For further information, contact your Xerox Sales Representative.

Configuring XEIP

At your workstation

1. Open your web browser.

2. Enter the IP address of the machine in the [Address] or [Location] field.

3. Click [Enter] to access CentreWare Internet Services.

4. Enable the machine for EIP applications:

   a) Click the [Properties] tab.

   b) Click the [Services] folder, and then the [Custom Services] link.

   c) On the [Custom Services] page, select the [Enabled] button.

   d) Click [Apply].

5. Generate a digital certificate (if needed):

   a) Click the [Properties] tab.

   b) Click the [Security] folder, and then the [Machine Digital Certificate Management] link.

   c) Click the [Create New Self Signed Certificate] button. The [Machine Digital Certificate Management] page refreshes and displays the [Self-Signed Certificate] area.

   d) In the [Self-Signed Certificate] area, click [Apply].

6. Enable SSL:

   a) Click the [Properties] tab.

   b) Click the [Security] folder, and then the [SSL/TLS Settings] link.

   c) If prompted, enter your System Administrator ID and passcode. The default System Administrator ID and passcode are "11111" and "x-admin" respectively.

   d) In the [SSL/TLS Settings] area, on the [HTTP-SSL/TLS Communication] line, place a check mark in the [Enabled] box.

   e) Click [Apply].

   f) If changes were made to the SSL settings, the machine will reboot.

7. Enable the ports:

   a) Click the [Properties] tab.

   b) Click the [Connectivity] folder, and then [Port Settings].

   c) On the SNMP line, place a check mark in the [Enabled] box.

   d) On the SMB line, place a check mark in the [Enabled] box.

   e) On the FTP line, place a check mark in the [Enabled] box.

   f) On the SOAP line, place a check mark in the [Enabled] box.

   g) Click [Apply].

8. Ensure that TCP/IP is configured:

   a) Click the [Properties] tab.

   b) Click the [Connectivity] folder, and then the [Protocols] folder.

   c) In the [Protocols] folder, click [TCP/IP].

   d) In [IP Mode], ensure that TCP/IP is configured.

f) Click [Apply]. EIP applications can now register to the machine.

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