# Xerox® WorkCentre® 3210/3220
# Multifunction Laser Printer
## Evaluator Guide

**xerox**

# About this Guide

This Evaluator Guide introduces you to the WorkCentre® 3210/3220
black and white multifunction printer and aid you in your evaluation process

# Section 1: Introducing the Xerox WorkCentre® 3210/3220 Multifunction Printer Product Overview

**True office productivity on your desktop.** The WorkCentre 3210/3220 is a highly compact device complete with extensive features to increase performance and manage costs. This value-packed and reliable all-in-one print/copy/scan/fax device has been designed with individuals and small work teams in mind.

## Performance-tuned for busy professionals

The WorkCentre 3210/3220 puts a premium on efficiency, giving you the power and functions you need to stay on top of heavy workloads.

- **Fast output keeps pace with high demand**. Print speeds up to 28 ppm, and a rapid first-page-out time of less than 8.5 seconds, deliver documents fast.

- **Concurrent operation** means you can quickly scan a file when you need it, even while other jobs are printing.

- **Flexible paper handling**. Reliably feed a wide variety of media, including card stocks, transparencies, envelopes and papers ranging from 60-163 gsm.

- **Sharp, clear images and text**, with up to 1200 x 1200 enhanced image quality plus PCL® 6 and PCL® 5e printer languages. The WorkCentre 3220 includes Adobe® PostScript® 3™ compatibility.

- **Find your most-needed functions fast** with the user-friendly front panel with large, easy-to-read buttons and a two-line LCD display.

- **Set-up is easy**, thanks to an installation video, simplified network and driver installation.

- **No-hassle maintenance** An all-in-one user-replaceable print cartridge keeps intervention to a minimum, and a robust monthly duty cycle of up to 30,000 pages (3210) and 50,000 pages (3220) ensures reliable operation day after day.

## Outstanding overall value

The WorkCentre 3210/3220 delivers more for your money and helps small offices gain efficiency while keeping costs down.

- **Affordable** price lets you add superior office capabilities without breaking your budget.

- **Combines critical functions**. Operating one device that does the work of four reduces operating costs and service calls.

- **High productivity right out of the box**, with built-in networking and everything you need to start using this multifunction printer within a few minutes of setup.

- **Choose long-lasting high-capacity print cartridges** to lower your cost per print and minimise printer intervention.

- **An array of security features** such as Secure Fax Receive, which holds a fax until an authorised user logs in to retrieve it, along with SNMPv3 and IPv6 ensure that private data stays secure.

- **Xerox quality, reliability and performance** are backed by Xerox Service and Support with a standard one-year warranty.

- **Front panel USB port** offers convenient scanning to and printing from a USB memory drive.

# Section 1: Introducing the
# Xerox WorkCentre® 3210/3220 Multifunction Printer
## Product Overview

### Conserve resources and stay green

The WorkCentre 3210/3220's thoughtful design is tailored for the busiest offices and backed by superb support.

- **Energy Star qualified** to save on power consumption.

- **Reduce paper use** with automatic two-sided printing on the WorkCentre 3220.

- **Adjustable power save mode** puts you in control of your multifunction's power bill.

- **Increase toner yield** by using Toner Saver mode on draft documents.

- **One set of consumables** saves money and storage space. No more purchasing and storing supplies for separate print, fax and copy machines.

- **Save paper with digital workflows**, letting you distribute documents electronically instead of on paper.

### Small-office friendly

All the office-ready features you need, sized to fit your workspace.

- **Compact, quiet and lightweight.** The WorkCentre 3210/3220 fits perfectly in tight, busy spaces.

- **Colour scanning quickly** converts paper into electronic documents on your network, ready to be saved to a network or desktop folder, inserted into an application, sent to an email inbox (WorkCentre 3220) or stored on a USB memory drive.

- **Included scan software** provides helpful tools for editing and document manipulation, and for organising and distributing your scanned files.

- **Edit and organise** scanned files with Optical Character recognition scanning tools.

- **Advanced fax features** such as broadcast (multisend) faxing, fax forwarding and fax speed dials let you replace less cost-effective standalone fax machines with a single, well-integrated device.

- **PC/LAN Fax*** allows paperless faxing right from your desktop.

- **Manage from your desktop** using CentreWare® Internet Services, which lets you configure, update, view status and receive event alerts remotely.

- **Expand paper capacity** as your requirements expand. An optional 250-sheet paper tray gives you 500-sheet total capacity to reduce paper-changing trips.

- **Workteam-ready,** this multifunction printer supports a diverse office environment with Microsoft® Windows®, Linux, Unix and Apple® Macintosh® systems.

*Windows only

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### WorkCentre® 3210 / 3220 Quick Facts

- Up to 24 ppm and 28 ppm
- 250-sheet paper capacity, expandable to 500 sheets
- 600 x 600 dpi (1200 x 1200 enhanced image quality)
- 360 MHz processor
- 128 MB memory (384 MB maximum)
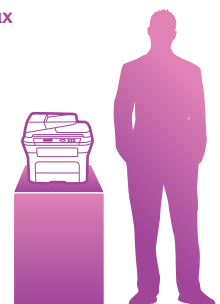- Colour scanning

**Print / Copy / Scan / Fax**

**A4**

**24 / 30 ppm**

**WxDxH:**
445.2 x 410.5 x 395.3 mm
**3210:** 13.8 kg
**3220:** 13.9 kg

# Section 1: Introducing the Xerox WorkCentre® 3210/3220 Multifunction Printer
## Features and Accessories

## WorkCentre 3210/3220 Features

The WorkCentre 3210/3220 comes with the full range of standard multifunction features, including print, copy, scan and fax.

### Print Capabilities

- Print speed of up to 28 ppm (A4) for the WorkCentre 3220, 24 ppm (A4) WorkCentre 3120

- Automatic two-sided output (WorkCentre 3220 only)

- First-Page-Out-Time (FPOT) as fast as 8.5 seconds (WorkCentre 3220), 9.5 seconds (WorkCentre 3210)

- Resolution of 600 x 600 dpi (1200 x 1200 enhanced image quality)

- Page description languages: PostScript® 3™ compatibility (3220), PCL® 6 and 5e emulations, PDF 1.4 (3220 only), GDI (3210 only)

- Print feature highlights: 256 levels of half tone (grey scale), watermarks, booklet printing, poster printing, N-up, fit-to-page, scaling, overlays, reduce/enlarge, toner saver, print from USB memory drive

### Copy Capabilities

- Automatic 1:2 duplex copy (3220 only)

- Manual 2:2 copy (via platen, no collation) (3220 only)

- First-Copy-Out Time (FCOT) as fast as 11 seconds

- Resolution of up to 600 x 600 dpi (1200 x 1200 interpolated)

- Copy feature highlights: ID card copy, collation (ADF only), darkness control, reduce/enlarge, 2-up/4-up, poster copying (Platen only), cloning (Platen only)

### Scan Capabilities

- Resolution of up to 4800 x 4800 enhanced dpi

- File Formats: PDF, JPEG, TIFF, Multipage TIFF, BMP

- Scan Destinations: Scan to e-mail (WorkCentre 3220 only), Network Scan to PC, Scan to application, scan to USB memory drive

- Scan Software: Xerox Scan to PC Desktop® Personal Edition

### Fax Capabilities

- Transmission Speed: As fast as 3 sec. per page transmission (via 33.6 Kbps modem)

- Resolution of up to 300 x 300 dpi

- Fax feature highlights: secure fax receive, Fax Forward to email (3220 only), two-sided fax receive (3220 only), PC/LAN Fax* (send only), fax forward to fax, junk fax barrier, searchable address book, auto reduction, battery backup, distinctive ring, broadcast (multisend) fax, up to 200 group dial/broadcast locations, 200 speed dial locations, delayed fax, memory receive, colour fax send, fax reports, 4 MB (225 pages)

### Reliability

- **Duty Cycle** of up to 50,000 pages per month (3220), or 30,000 pages per month (3210)

- **Warranty**: one-year on-site

### Paper Handling

- **Automatic Document Feeder (ADF)**: 50 sheets; Custom sizes: 142 x 148 mm to 216 x 356 mm; Weights: 60 – 105 gsm

- **Multipurpose Tray**: 1 sheet; Custom sizes: 76 x 127 mm to 216 x 356 mm; Weights: 60 – 163 gsm

- **Main Tray**: 250 sheets; Custom sizes: 76 x 127 mm to 216 x 356 mm; Weights: 60-105 gsm

- **Output Tray**: 150 sheets

## Optional Accessories

Optional accessories let you tailor-fit the WorkCentre 3210/3220 to your specific needs, with more capabilities, paper capacity and features.

### Paper Handling

250-sheet paper tray; Custom sizes: 76 x 127 mm to 216 x 356 mm; Weights 60-105 gsm

### Controller

- 256 MB memory upgrade

### Connectivity

- Wireless Network Adaptor

- European Power Converter*

- UK Power Converter

*not available in Denmark and Switzerland

### Toner

- High-capacity print cartridge (4,100 pages[1])

- Standard-capacity print cartridge (2,000 pages[1])

*Windows only

[1] Average standard pages. Declared yield in accordance with ISO/IEC 19752. Yield will vary based on image, area coverage and print mode.

# Section 2: Evaluating Desktop Multifunction Printers
## Overview

**Based on continuous study of our customers' productivity requirements**, Xerox recommends that the following criteria be used when evaluating which black and white laser printer to purchase for your office.

### Performance

Can the multifunction printer keep up with the demands of your daily and monthly workloads? Does it operate at speeds fast enough to accommodate the number of users it is being asked to support? Does its output quality match the requirements of those users?

### Value

Do both acquisition and operations costs of the multifunction printer meet your budget constraints? Does the device offer additional features such as reduced toner, power and paper consumption, that continue to save you money throughout its useful life? Does it meet or exceed user requirements for the printer(s), copy machine(s), fax machine(s) and scanner(s) it is intended to replace?

### Conservation

Does the multifunction printer actively support your office's sustainability goals? How efficiently will it conserve power and consumables such as toner and paper? Can it take the place of one or more less-efficient devices?

This section examines each of the above evaluation criteria in greater detail, covering the specific features and performance attributes you should look for in a black and white workteam multifunction printer. When the same criteria are used to evaluate every device under consideration, you'll see how the WorkCentre® 3210/3220 multifunction laser printer excels against other manufacturers' products.

# Section 2: Evaluating Desktop Multifunction Printers
## Productivity

**When evaluating for performance, first examine the speed of the multifunction printer and whether it is sufficient to support the number of users and their typical output**. Then match that with first-page-out time to gain a sense of actual throughput, i.e., how the multifunction printer will support the average job (typically three to five pages long in a busy small office or workgroup).

Next, review the amount of memory and processor speed. Complex print jobs with many graphics can significantly lengthen first-page-out times. Ensure that the multifunction printer's standard memory is sufficient, and that upgrades are available. In today's busy offices, a processor operating at 300MHz or faster is more likely to be able to support the wide range of documents you process.

Finally, keep in mind the third component of any performance equation: Ease of use. The best multifunction printer for a busy individual or small groups will be extremely easy to use and maintain, requiring little IT department intervention and freeing employees to continue working, not fixing the multifunction printer.

### How the WorkCentre® 3210/3220 exceeds the productivity requirement

#### Speed

The WorkCentre 3210/3220 has the power to support busy professionals and small work teams. With print and copy output speeds of up to 24 ppm or 28 ppm, the WorkCentre 3210/3220 easily handles demanding day-to-day workloads. Additionally, a first-page-out time as fast as 8.5 seconds (WorkCentre 3220) and 9.5 seconds (WorkCentre 3210) for printing and copying minimises the time users spend waiting for their jobs to start. The 50-sheet Automatic Document Feeder (ADF) makes it fast and easy to process multipage originals for copying, scanning or faxing.

#### Processor

A 360 MHz processor easily handles a heavy workload. And although its memory (128MB) is more than adequate for typical office jobs, a 256 MB upgrade (for a total of 384 MB) ensures that the WorkCentre 3210/3220 can handle the most complex jobs. It supports most printer languages used in the typical office, including PCL 6 and 5e emulations and Adobe® PostScript® 3™ (WorkCentre 3220 only).

#### Ease of use

Set-up has been simplified and streamlined; the multifunction printer is easily installed and can be quickly integrated into an existing network. Most configuration, monitoring and troubleshooting can be managed from the user's computer, and the highly intuitive front panel offers large, easy-to-read buttons for common functions. Its usability-conscious design gives the multifunction printer only a single customer-replaceable cartridge, keeping maintenance to a minimum.



**WorkCentre 3210/3220 shown with second 250-sheet paper tray (optional).**



**Whether printing, copying, scanning or faxing, the easy-to-navigate user interface intuitively guides users from start to finish.**

# Section 2: Evaluating Desktop Multifunction Printers
## Value

**When evaluating multifunction printers for value, consider not just initial purchase price but the total cost of ownership (TCO) of the device over its lifetime**. A low purchase price can be significantly offset if the multifunction printer requires considerable IT intervention, or users are constantly stopping their work to change paper and toner, or troubleshoot the device.

Consider the features that come in the box, as well. The ideal multifunction printer package should include everything needed to get the device performing on the network immediately. Security also plays a role in the value equation. Failure to protect a confidential fax, for example, could incur liabilities that far exceed the simple cost of the device.



The WorkCentre 3210/3220 includes a platen glass for single-sheet copying and a 50-sheet ADF for larger copy jobs.

### How the WorkCentre® 3210/3220 exceeds the value requirement

The WorkCentre 3210/3220 multifunction printer's value proposition starts with a surprisingly affordable price. It's a turnkey package with everything needed for setup, including USB and fax/phone cables, included in the box. It supports virtually any operating system typically found in today's office environments, including the full range of Microsoft® Windows®, Apple® Macintosh and Linux.

Moreover, it offers a rich array of productivity features at no additional charge:

### Print

The WorkCentre 3220 prints documents at speeds of up to 28 ppm (WorkCentre 3210 up to 24 ppm). Plus, you benefit from a range of advanced features, such as automatic two-sided printing (3220), watermarks, poster printing, N-up, fit-to-page, print from USB memory drive, and more.

### Copy

The WorkCentre 3220 copies documents at speeds of up to 28 ppm (WorkCentre 3210 up to 24 ppm). Paired with a 50-sheet ADF, the WorkCentre 3210/3220 helps users quickly process multipage originals. Plus, 1-sided : 2-sided copying (3220) saves paper on multipage copy jobs. And with a range of advanced features, such as ID Card Copy, collation, reduce/enlarge, 2-up/4-up, poster copying and cloning, the WorkCentre 3210/3220 is a versatile office copier.

### Scan

The WorkCentre 3210/3220 includes powerful scanning – in black and white and colour – that helps streamline your company's work processes, serving as a digital on-ramp for distributing, editing and archiving hard-copy documents. Built-in file formats include BMP, multipage PDF, JPEG, TIFF and multipage TIFF, and the 50-sheet ADF automates the scanning of lengthy documents.

The WorkCentre® 3210/3220 multifunction printer offers a number of scan destinations to support your work processes, including:

- **Scan to Email (available on the WorkCentre 3220)**: Sends scans to email recipients, with authentication for network security.

- **Network Scanning/Scan to Application**: Distributes scanned images to the user's PC or to an application.

- **Scan to USB Memory Device**: Scanned documents can be saved directly to any standard USB memory device for easy portability.

## Fax

The WorkCentre 3210/3220 offers workgroup-level fax features, with a 33.6 Kbps transmission speed; compression methods that include MH, MR, MMR, JBIG and JPEG; and 4 MB of dedicated memory. Its feature set includes auto redial, 200 speed dial settings, broadcast fax, delayed fax and secure fax receive. Two key fax features include:

- **PC Fax Send***: transmits paperless faxes directly from your PC via USB or over the network.

- **Fax Forward to Email (available on the WorkCentre 3220)**: Forwards received faxes to a specific email address, which saves paper and eases fax archival tasks.

- **Secure Fax Receive**: Holds confidential faxes until the recipient enters a code to release it.

- **Fax Forward to Fax**: Forwards received faxes to other fax devices for increased office efficiency.

- **Two-sided fax receive**: Reduces paper consumption and lowers costs (3220 only).

- **Distinctive ring**: Allows the assignment of specific ring tones to specific contacts for easy identification of incoming transmissions.

## Media Handling

The WorkCentre 3210/3220 handles a wide range of media, from transparencies to card stock, so employees needn't worry about media restrictions. All paper trays support media weights from 60 - 105 gsm; the bypass tray supports up to 163 gsm for heavier paper stock.

The WorkCentre 3210/3220 also boasts ample media capacity to avoid interruptions and keep users productive. Built to support busy individuals or small workgroups, the WorkCentre 3210/3220 includes a 250-sheet paper tray, plus a single-sheet multipurpose tray, 50-sheet ADF, and automatic two-sided printing. For consistently heavy print demands, a second 250-sheet tray is available.

*Windows only



**The WorkCentre 3210/3220 is an office-space saver – combining print, copy, scan and fax functions in one convenient, compact device.**

# Section 2: Evaluating Desktop Multifunction Printers
## Conservation

**Increasingly, organisations are asked to develop and commit to "sustainability plans" intended to eliminate unnecessary use of resources** and reduce the carbon footprint of operations and manufacturing processes. Successful implementation of "green" practices can also deliver substantial cost savings, providing an additional incentive to ensure that the multifunction printer you select is as environmentally friendly as possible.

Environmental considerations in multifunction printers generally focus on reducing energy and consumables usage. Multifunction printers in this class should meet stringent Energy Star requirements, offer automatic two-sided printing to reduce paper use plus options to reduce toner consumption, and provide the means to avoid paper entirely by enabling more efficient electronic-document distribution.



**The integrated print cartridge reduces the number of separate consumables. When necessary, the front-access panel makes cartridge replacement fast and easy.**

### How the WorkCentre® 3210/3220 exceeds the conservation requirement

At Xerox, we've led the way in good sustainability practices for years, developing some of the most environmentally friendly document production systems in the industry. The WorkCentre 3210/3220 is no exception.

### Energy usage

The WorkCentre 3210/3220 is a very compact and extremely quiet device. It meets Energy Star requirements and includes an adjustable power-save mode. It consumes a low 450 W of energy when printing and 12 W in power save mode.

### Device consolidation

In addition to energy efficiency, the WorkCentre 3210/3220 combines high-performance printing, copying, scanning and faxing capabilities into a single device. This conserves office space and supplies storage.

### Consumables consumption

Automatic two-sided output (print, copy, fax), and PC/LAN Fax can significantly reduce paper usage without compromising performance or print quality. The WorkCentre 3210/3220 makes it easy to scan documents into the network, avoiding the paper trail entirely. And by consolidating print, fax and copy into the same device, you'll need only one set of consumables.

The WorkCentre 3210/3220 features a toner-saver mode. It uses an integrated print cartridge, minimising the quantity of consumables you'll need to change. There are two options when purchasing print cartridges for the WorkCentre 3210/3220:

- Standard-capacity print cartridge – lower-cost cartridge for price-sensitive offices, with 2,000-page capacity[1]
- High-capacity print cartridge – maximises the time between consumables purchases, with 4,100-page capacity[1]

[1] Average standard pages. Declared yield in accordance with ISO/IEC 19752. Yield will vary based on image, area coverage and print mode.

# Section 3: Technical Specifications, Supplies and Support Resources
## Configuration Summary

**The following sections provide details about the various WorkCentre® 3210/3220 configurations,** available options and supplies, and more helpful information.

| | | WorkCentre 3210 | WorkCentre 3220 |
|---|---|---|---|
| **Speed** | | Up to 24 ppm (A4) | Up to 28 ppm (A4) |
| **Duty Cycle** | | Up to 30,000 pages / month | Up to 50,000 pages / month |
| **Paper Handling**<br>Paper input | Standard | **Automatic Document Feeder:** 50 sheets; Custom Sizes: 142 x 148 mm to 216 x 356 mm | |
| | | **Multipurpose Tray:** 1 sheet; Sizes: 76 x 127 mm to 216 x 356 mm | |
| | | **Main Tray 1:** 250 sheets; Custom sizes: 76 x 127 mm to 216 x 356 mm | |
| | Optional | **Tray 2:** 250 sheets; Custom sizes: 76 x 127 mm to 216 x 356 mm | |
| Automatic two-sided printing | | NA | Standard |
| Paper output | | 150 sheets | |
| **Print**<br>First-page-out-time | | As fast as 9.5 seconds | As fast as 8.5 seconds |
| Print resolution | | 600 x 600 dpi (1200 x 1200 enhanced image quality) | |
| Processor | | 360 MHz | |
| Memory (std / max) | | 128 MB / 384 MB | |
| Connectivity | | 10/100 Base-TX Ethernet, USB 2.0 | |
| Page description languages | | PCL® 6 and PCL®5e emulations, GDI (for Mac and Linux) | PCL® 6 and PCL®5e emulations, PDF 1.4, PostScript® 3™ compatibility |
| Print features | | Custom-size pages, Watermarks, Poster printing, N-Up, Fit to Page, Scaling, Overlays, Reduce/Enlarge, Toner Saver,<br>Print from USB memory drive , booklet printing | |
| **Copy**<br>First-page-out-time | | As fast as 11 seconds | |
| Copy resolution | | Up to 600 x 600 dpi (1200 x 1200 interpolated) | |
| Copy features | | Reduce/Enlarge (25 – 400 %), Auto background suppression, 3 level darkness control, Collation (ADF only), ID Card Copy, N-Up (2-up, 4-up),<br>Clone (platen only), Poster Copying (platen only) | |
| | | NA | Two-sided (automatic 1:2 duplex copy, Manual 2:2 copying (no collation)) |
| **Fax** | | Embedded fax (33.6 Kbps with MH/MR/MMR/JBIG/JPEG compression) | |
| Fax features | | Secure fax receive, PC/LAN Fax (send only)*, Fax forward to fax, Junk fax barrier, Searchable address book, Auto reduction,<br>Battery backup, Distinctive ring, Broadcast (multisend) fax, Up to 200 group dial/broadcast locations, 200 speed dial locations,<br>Delayed fax, Memory receive, Colour fax send, Fax reports, Up to 300 x 300 dpi, 4 MB (225 pages) | |
| | | NA | Fax forward to email, Two-sided fax receive |
| **Scan**<br>Scan destinations | | Scan to application, Network Scan to PC, Scan to USB memory drive | Scan to application, Network Scan to PC, Scan to USB memory drive,<br>Scan to email (up to 200 entries) |
| Scan features | | Scan to PC Desktop® SE Personal Edition; PDF; JPEG; TIFF; Multi-page TIFF; BMP; Colour Scanning; USB, TWAIN, WIA drivers, Up to 4800 x 4800 enhanced dpi | |
| **Security** | | IP Filtering, SNMPv3, Port Control, IPv6, Secure IPP, Scan-to-email with user authentication, Secure fax receive | |
| **Warranty** | | One-year on-site warranty. Plus optional service extensions available | |

*Windows only

# Section 3: Technical Specifications, Supplies and Support Resources
## Specifications

| | Specifications |
|---|---|
| **Device Management** | CentreWare® Internet Services, CentreWare Web, WebJet Admin Interface |
| **Print Driver Support** | Windows® 2000/XP (32/64 bit)/Vista/2003 Server/2008 Server<br>Mac OS® X version 10.3 and above<br>Various Linux® OS (via USB interface only) including Red Hat® 8-9, Fedora™ Core 1-4,<br>Mandrake® 9.2-10.1 and SUSE® 8.2-9.2<br>Mandriva 2005, 2006, 2007 (32/64 bit)<br>Ubuntu 6.06-7.04<br>Debian 3.1-4.0<br>UNIX AT&T system V (4.2) BSD4.3<br>HP-UX (Rel 9x & 10x), SCO 5.x<br>SUN OS 5.5, Sparc or Solaris 2.5<br>Xerox Global Print Driver™, Xerox Mobile Express Driver™ (WorkCentre 3220) |
| **Media Handling**<br>Supported Sizes | **ADF:** 142 x 148 mm to 216 x 356 mm<br>**Multipurpose Tray:** 76 x 127 mm to 216 x 356 mm<br>**Main Tray:** 76 x 127 mm to 216 x 356 mm<br>**Tray 2 (optional):** 76 x 127 mm to 216 x 356 mm |
| Supported Weights | **ADF:** 60 – 105 gsm<br>**Multipurpose Tray** – 60 to 163 gsm<br>**Main Tray** – 60 to 105 gsm<br>**Tray 2 (optional):** 60 to 105 gsm |
| **Operating Environment** | **Temperature:** 10 to 32° C<br>**Relative Humidity:** 20 to 80%<br>**Sound Pressure:**<br>• Standby Mode: 26 db(A)<br>• Printing: 3210: 49 dB(A); 3220: 50 dB(A) |
| **Electrical** | Power: 220–240 VAC, 50/60 Hz<br>**Power Consumption:**<br>• Power Save Mode: 12W<br>• Printing: 450W<br>• ENERGY STAR® qualified |
| **Dimensions** | **Width:** 445.2 mm<br>**Depth:** 410.5 mm<br>**Height:** 395.3 mm<br>**Weight:** 3210: 13.8 kg; 3220: 13.9 kg |
| **Certifications** | Listed UL 60950-1/CSA 609501-1-03<br>CE Mark applicable to Directives 2006/95/EC, 2004/108/EC, and 99/5/EC<br>FCC Part 15 Class B<br>FCC Part 68 |

# Section 3: Technical Specifications, Supplies and Support Resources
## Supplies

| | Description | Details | Part Number |
|---|---|---|---|
| **Supplies** | Standard-Capacity Print Cartridge | 2,000 pages[1] | 106R01485 |
| | High-Capacity Print Cartridge | 4,100 pages[1] | 106R01486 |
| **Accessories** | 250-sheet tray | Increases total paper capacity to 500 sheets | 098N02204 |
| | 256 MB memory upgrade | | 098N02189 |
| | Wireless Network Adaptor | European Power Converter* | 097S03741 |
| | | UK Power Converter | 097S03742 |
| **Extended Service Agreements** | WorkCentre 3210 | 1 Year Additional (total of 2 years)[2] | 3210ES2 |
| | | 2 Years Additional (total of 3 years)[2] | 3210ES3 |
| | | 3 Years Additional (total of 4 years)[2] | 3210ES4 |
| | WorkCentre 3220 | 1 Year Additional (total of 2 years)[2] | 3220ES2 |
| | | 2 Years Additional (total of 3 years)[2] | 3220ES3 |
| | | 3 Years Additional (total of 4 years)[2] | 3220ES4 |

[1] Average standard pages. Declared yield in accordance with ISO/IEC 19752. Yield will vary based on image, area coverage and print mode.
[2] Available for purchase during first 90 days of ownership.
* not available in Denmark and Switzerland

# Section 3: Technical Specifications, Supplies and Support Resources
## Support and Additional Information Sources

### Unrivalled Service and Support

Behind every Xerox product is a large network of customer support that's unrivalled in the industry and available when you need it. Xerox service professionals use leading-edge technologies to keep you up and running. They're even linked to the engineers who designed your product, so you can be confident when you choose Xerox. And genuine Xerox supplies are always readily available.

### Additional Information Sources

**What's in the box**

- WorkCentre® 3210/3220 Multifunction Printer

- Print Cartridge (2,000[1] print capacity)

- Software (Scan to PC Desktop® SE Personal Edition with single license for support for OmniPage and PaperPort)

- Documentation CD (with User Manual, Quick Installation Guide and Warranty Statement)

- Power cord, USB cable, fax cord

**WorkCentre 3210/3220 Front Panel**

The front panel offers tools and information pages to help with machine setup, feature selections, operational problem solutions and media feed and supply issues.

**Customer Documentation**

- Read Me First

- Quick Reference Guide

- User Manual

- Print Drivers (Postscript and PCL)

- Scan Driver

- Scan Software by Nuance®

- Control Centre Management Software

[1] Average standard pages. Declared yield in accordance with ISO/IEC 19752. Yield will vary based on image, area coverage and print mode.

### On the Web

Visit www.xerox.com/office for:

- Product, supplies, and support information

- Downloading drivers

- Finding your local reseller

- Online documentation

Visit www.xerox.com/office/support for:

- Support and service information, including the same troubleshooting Knowledge Base used by Xerox Customer Support staff to provide the latest technical information on:
  - Application issues
  - Errors
  - Print-quality issues
  - Troubleshooting

# Notes

For more information on the Xerox WorkCentre® 3210/3220 please contact your
Xerox sales representative, call or visit us on the web at **www.xerox.com/office.**