



Advanced Features Guide

Guide des fonctions avancées

Guida alle funzioni avanzate

Handbuch zu erweiterten Funktionen

Guía de características avanzadas

Guia de recursos avançados

Handleiding voor geavanceerde functies

Avancerade Funktionsguiden

Руководство по дополнительным функциям

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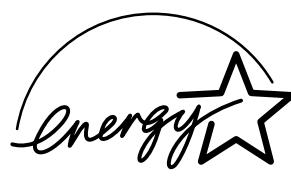
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1 Using Printer Driver Options

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See also:

Quick start tutorial at www.xerox.com/office/6300_6350support

Printer Driver Features

The following table displays many of the Xerox printer driver features that are available with specific operating systems. This section includes more information about these features and information about how to select the feature in the driver.

Feature	Windows 98 SE, Me	Windows NT 4.x	Windows, 2000, XP, Server 2003	Macintosh OS 9.x	Macintosh OS X, Version 10.2 and higher
Black & White printing (page 1-3)	●	●	●	●	●
Pages per sheet (page 1-4)	●	●	●	●	●
Booklet (page 1-5)	●	-	●	-	-
Separation Pages (page 1-7)	●	●	●	●	●
Cover Pages (page 1-8)	●	●	●	●	●
Scaling (page 1-10)	●	●	●	●	●
Watermarks (page 1-11)	●	-	●	-	-
Negative Images (page 1-13)	●	-	-	●	-
Mirror Images (page 1-13)	●	●	●	●	-
Image Smoothing (page 1-14)	●	●	●	●	●
Job Completion Notification	○	-	○	-	-
Secure Print (page 1-15)	■	■	■	■	■
Personal Print (page 1-15)	-	■	■	■	■
Proof Print (page 1-15)	■	■	■	■	■
Saved Print (page 1-15)	■	■	■	■	■

● = Supported.

■ = Only available when your printer has a hard drive.

○ = Only available when your printer is connected to your computer over a network.

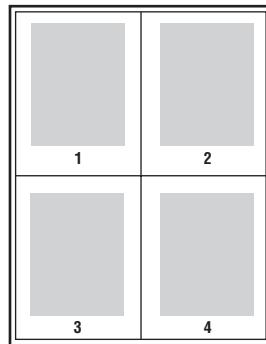
Printing in Black and White

If you want your output in black, white, and shades of gray, you can select **Black & White** in a supported printer driver:

Operating System	Steps
Windows 98 SE, Windows Me, Windows 2000, Windows XP, Windows Server 2003, Windows NT 4.x PostScript driver	<ol style="list-style-type: none">1. Select the TekColor tab.2. Select Black & White.
Mac OS 9 driver	<ol style="list-style-type: none">1. In the Print dialog box, select Print Quality/Color 1.2. Select Black & White from the Color Correction drop-down list.
Mac OS X (version 10.2 and higher) driver	<ol style="list-style-type: none">1. In the Print dialog box, select Image Quality from the drop-down list.2. Select Black and White from the Color Correction drop-down list.

Printing Multiple Pages to a Single Sheet (N-Up)

When printing a multiple-page document, you can print more than one page on a single sheet of paper. Print one, two, four, six, nine, or 16 pages per side.

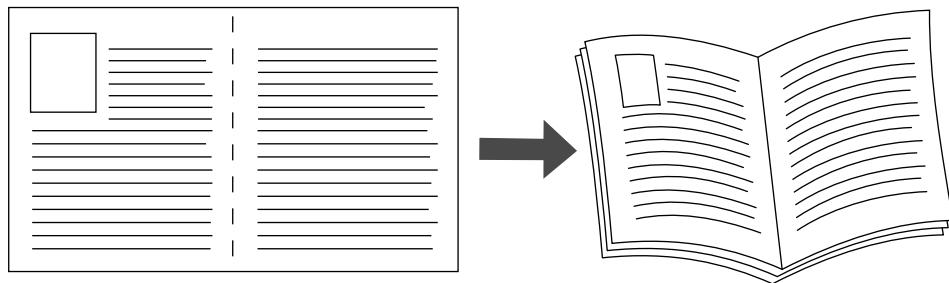


To print multiple pages on a single sheet of paper in a supported driver:

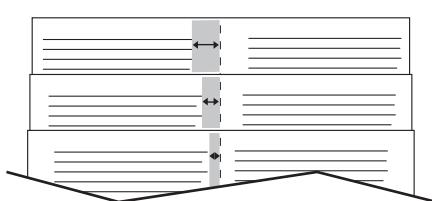
Operating System	Steps
Windows 98 SE, Windows Me PostScript driver	<ol style="list-style-type: none">1. Select the Setup tab.2. Click the More Layout Options button.3. Select the number of pages per side from the drop-down list. <p>When you print more than one page on a side, you can also print a border around each page.</p>
Windows 2000, Windows XP, Windows Server 2003 PostScript driver	<ol style="list-style-type: none">1. Select the Layout tab.2. Select the number of pages per side from the drop-down list.
Windows NT 4.x PostScript driver	<ol style="list-style-type: none">1. Select the Advanced tab.2. Under Document Options, select the number of pages per side for Page Layout (N-up) Option.
Mac OS 9 driver	<ol style="list-style-type: none">1. In the Print dialog box, select General.2. Select Layout from the drop-down list.3. Select the number of Pages per sheet and Layout direction.
Mac OS X (version 10.2 and higher) driver	<ol style="list-style-type: none">1. In the Print dialog box, select Layout.2. Select the number of Pages per Sheet and Layout Direction.

Printing Booklets

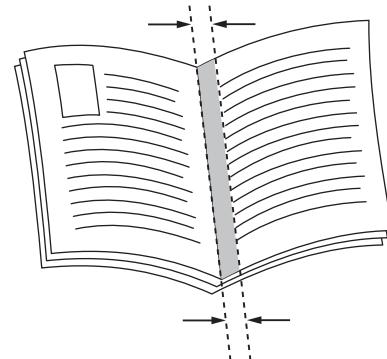
With 2-sided printing, you can print a document in the form of a small book. Create booklets for any paper size that is supported for 2-sided (duplex) printing. The driver automatically reduces each page image and prints four pages per sheet of paper (two on each side). The pages are printed in the correct order so that you can fold and staple the pages to create a booklet.



When you print booklets, you can also specify the *creep* and *gutter* in both Windows 98 and Windows Me drivers. The gutter is the horizontal distance from the fold to the page image (in points). The creep is the distance that page images are shifted inward (in 10ths of a point); this compensates for the thickness of the folded paper, which otherwise would cause the inner page images to shift slightly outward.



Creep



Gutter

To select booklet printing in a supported Windows driver:

Operating System	Steps
Windows 98 SE, Windows Me PostScript driver	<ol style="list-style-type: none">1. Select the Setup tab.2. Click the More Layout Options button.3. Select Print Booklet Style.4. If desired, specify the creep and gutter.
Windows 2000, Windows XP, Windows Server 2003 PostScript driver	<ol style="list-style-type: none">1. Select the Layout tab.2. Click the Advanced button.3. Under Document Options and Printer Features, select On for Booklet Layout.

Printing Separation Pages

A *separation page* (a divider page or slipsheet) can be inserted after a print job, between copies of a print job, or between individual pages of a print job. Specify the tray to use as the source for the separation pages.

To specify separation pages in a supported driver:

Operating System	Steps
Windows 98 SE, Windows Me, Windows 2000, Windows XP, Windows Server 2003, Windows NT 4.x PostScript driver	<ol style="list-style-type: none"> 1. Select the Output Options tab. 2. Under Separation Pages, select the location of the separation pages. 3. Select the tray to use for the separation pages from the Source drop-down list.
Mac OS 9 driver	<ol style="list-style-type: none"> 1. In the Print dialog box, select Advanced Options from the drop-down list. 2. Select the tray to use for the separation pages from the Separation Page Source drop-down list. 3. Select the Separation Page from the drop-down list.
Mac OS X (version 10.2 and higher) driver	<ol style="list-style-type: none"> 1. In the Print dialog box, select Printer Features from the drop-down list. 2. Under Feature Sets, select Advanced Options 1 from the drop-down list. 3. Select the tray to use for the separation pages from the Separation Pages Source drop-down list.

Printing Cover Pages

A cover page is the first or last page of a document. The printer enables you to choose a different paper source for the cover page than for the body of a document. For instance, use your company letterhead for the first page of a document, or use card stock for the first and last pages of a report.

- Use any applicable paper tray as the source for printing cover pages.
- Verify that the cover page is the same size as the paper used for the rest of your document. If you specify a different size in the driver than the tray you select as a cover pages source, your cover(s) print on the same paper as the rest of your document.

You have several choices for cover pages:

- **None:** Prints the first and last pages of your document from the same tray as the rest of your document.
- **First:** Prints the first page on paper from the specified tray.
- **First and Last:** Prints the first and last pages on paper from the specified tray.

Cover Page	Print Option	Pages Printed on Cover
First	1-sided printing	Page 1
	2-sided printing	Pages 1 and 2
Last	1-sided printing	Last page
	2-sided printing (odd-numbered pages)	Last page
	2-sided printing (even-numbered pages)	Last two pages

For the back of your front cover to remain blank when 2-sided printing, page two of your document must be blank. For the back cover of your document to remain blank, see the following table for inserting blank pages.

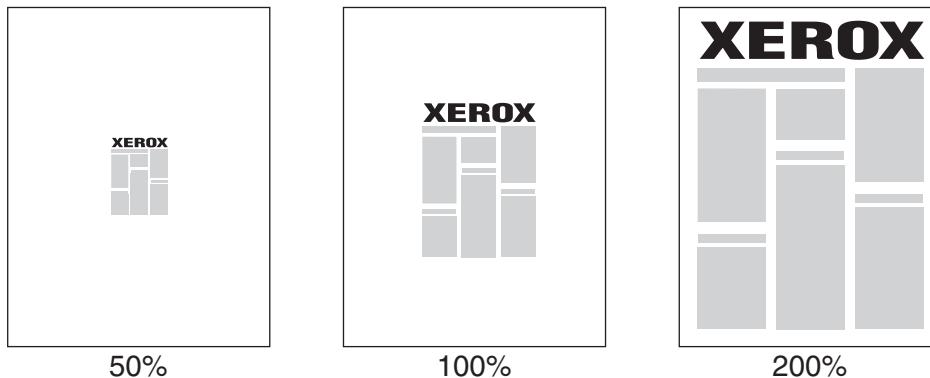
Print Option	Last Page of Text	Blank Pages
1-sided printing		Add one blank page at the end of the document.
2-sided printing	Odd-numbered	Add two blank pages at the end of the document.
	Even-numbered	Add one blank page at the end of the document.

To select cover pages in a supported driver:

Operating System	Steps
Windows 98 SE, Windows Me PostScript driver	<ol style="list-style-type: none"> 1. Select the Output Options tab. 2. Under Cover Pages, select First Page Only or First and Last Pages. 3. Select the tray to use for the covers from the Source drop-down list.
Windows 2000, Windows XP, Windows Server 2003, Windows NT 4.x PostScript driver	<ol style="list-style-type: none"> 1. Select the Paper/Quality tab. 2. Under Cover Pages, select First Page Only or First & Last Pages. 3. Select the tray to use for the covers from the Source drop-down list.
Mac OS 9 driver	<ol style="list-style-type: none"> 1. In the Print dialog box, select Cover Page. 2. Under Print Cover Pages, select Before Document or After Document. 3. Under Cover Page Paper Source select the tray to use for the covers from the drop-down list.
Mac OS X (version 10.2 and higher) driver	<ol style="list-style-type: none"> 1. In the Print dialog box, select Paper Feed. 2. Select First page from, and then select the tray to use for the covers. 3. Select Printer Features. 4. Under Feature Sets, select Advanced Options 2. 5. Select the tray to use for the cover pages from the Last Page Paper Source drop-down list.

Scaling

You can reduce or enlarge your page images when they are printed by selecting a scaling value between 25 and 400 percent. The default is 100 percent.

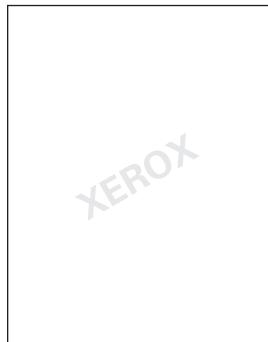


To select scaling in a supported driver:

Operating System	Steps
Windows 98 SE, Windows Me PostScript driver	<ol style="list-style-type: none"> 1. Select the Setup tab. 2. Click the More Layout Options button. 3. Specify the percentage to scale in the Percentage box.
Windows 2000, Windows XP, Windows Server 2003 PostScript driver	<ol style="list-style-type: none"> 1. Select the Layout tab. 2. Click the Advanced button. 3. Under Graphic, select the desired percentage for Scaling.
Windows NT 4.x PostScript driver	<ol style="list-style-type: none"> 1. Select the Advanced tab. 2. Under Graphic, select the desired percentage for Scaling.
Mac OS 9, Mac OS X (version 10.2 and higher) driver	<ol style="list-style-type: none"> 1. Select File. 2. Select Page Setup. 3. Specify the percentage in the box for Scale.

Printing Watermarks

A watermark is additional text that can be printed across one or more pages. For example, terms like Draft and Confidential, which you might stamp on a page before distribution, can be inserted with a watermark.



In some Windows drivers you can:

- Create a watermark
- Edit an existing watermark's text, color, location, and angle
- Place a watermark on either the first page or every page in a document
- Print a watermark in the foreground or background or blend with the the print job
- Use a graphic for the watermark

Note: Not all applications support watermark printing.

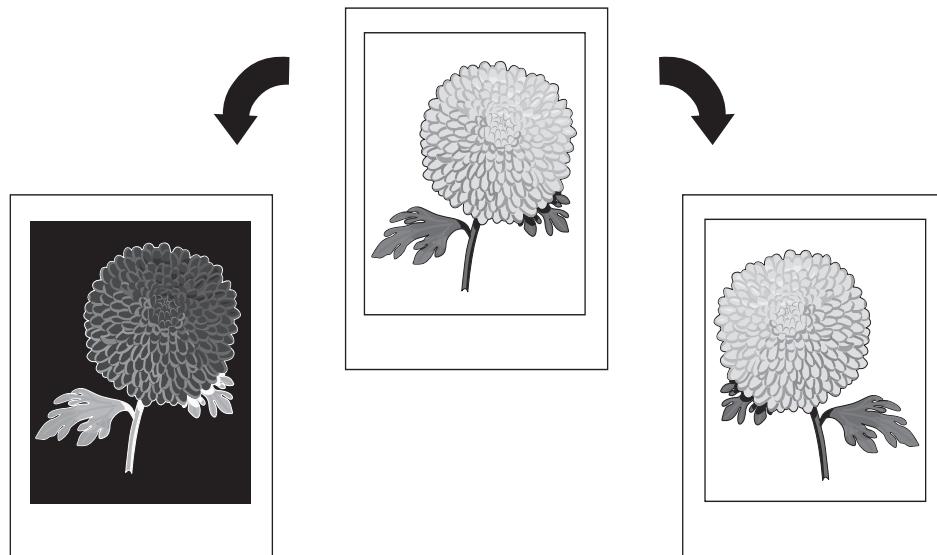
To select, create, and edit watermarks using a supported Windows driver:

Operating System	Steps
Windows 98 SE, Windows Me PostScript driver	<ol style="list-style-type: none"> 1. Select the Setup tab. 2. Click the More Layout Options button. 3. Click the Watermark button to display the Watermarks dialog box.
Windows 2000, Windows XP, Windows Server 2003 PostScript driver	<ol style="list-style-type: none"> 1. Select the Layout tab. 2. Click the Advanced button. 3. Select one of the following options in the Watermarks section under Document Options and Printer Features: <ul style="list-style-type: none"> ■ To use an existing watermark, select it from the Watermarks drop-down list. To modify the watermark, click the Edit button to display the Watermark Editor dialog box. ■ To create a new watermark, select New, and then click the Properties button to display the Watermark Editor dialog box. 4. To print the watermark in the foreground or background or to blend it with the job, select the option from the Watermark Options drop-down list. 5. To print the watermark on the first page only, select On from the First Page Only drop-down list.

Printing Negative and Mirror Images

You can print pages as a negative image (reverses the light and dark areas in your printed image) or mirror image (flips images horizontally on pages when printed).

Note: Negative images are not supported in Windows 2000, Windows XP, and Windows Server 2003.



To select negative or mirror images in a supported driver:

Operating System	Steps
Windows 98 SE, Windows Me PostScript driver	<ol style="list-style-type: none"> 1. Select the Setup tab. 2. Click the More Layout Options button. 3. Select Print as a Negative Image or Print as a Mirror Image.
Windows 2000, Windows XP, Windows Server 2003 PostScript driver	<ol style="list-style-type: none"> 1. Select the Layout tab. 2. Click the Advanced button. 3. Under Document Options and PostScript Options, select Yes for Mirrored Output.
Windows NT 4.x PostScript driver	<ol style="list-style-type: none"> 1. Select the Advanced tab. 2. Under Document Options and PostScript Options, select Yes for Mirrored Output.
Mac OS 9 driver	<ol style="list-style-type: none"> 1. Select File, select Page Setup, and then select PostScript Options from the drop-down list. 2. Select Invert Image (to print a negative image) or Flip Horizontal (to print a mirror image).

Smoothing Images

Image smoothing blends adjacent colors in low-resolution images for smoother color transitions. For example, use image smoothing to improve the appearance of a 72 dpi image downloaded from the web. Image smoothing is not recommended for images with resolutions of 300 dpi or higher.

Note: Print processing is slower when this option is selected.

To select image smoothing in a supported driver:

Operating System	Steps
Windows 98 SE, Windows Me PostScript driver	<ol style="list-style-type: none"> 1. Select the Setup tab. 2. Click the More Layout Options button. 3. Select Image Smoothing.
Windows 2000, Windows XP, Windows Server 2003 PostScript driver	<ol style="list-style-type: none"> 1. Select the Layout tab. 2. Click the Advanced button. 3. Under Document Options and Printer Features, select On for Image Smoothing.
Windows NT 4.x PostScript driver	<ol style="list-style-type: none"> 1. Select the Advanced tab. 2. Under Printer Features, select On for Image Smoothing.
Mac OS 9 driver	<ol style="list-style-type: none"> 1. In the Print dialog box, select Advanced Options from the drop-down list. 2. Select On for Image Smoothing.
Mac OS X (version 10.2 and higher) driver	<ol style="list-style-type: none"> 1. In the Print dialog box, select Image Quality from the drop-down list. 2. Select Image Smoothing.

Printing Secure, Personal, Proof, and Saved Print Jobs

These features are available if your printer has an internal hard drive. These jobs are stored on the hard drive and remain in the printer even when it is turned off.

Select one of the following special job types:

- **Secure Print:** Prints the job only after you enter the four-digit numeric password on the control panel.
- **Personal Print:** Prints the job when you select your user name on the printer's control panel or in CentreWare IS.
- **Proof Print:** Prints only one copy of the job so that you can proof the copy. If you want to print the remaining copies, select the job name on the printer's control panel.
- **Saved Print:** Stores the job on the hard drive so you can print it on demand from the control panel. The job is not deleted after printing. This is useful for any document you frequently print, such as tax forms, personnel forms, or requisition forms.

Note: Protected Jobs are another special job type. These are jobs that have been copied or moved from the Public Jobs group in CentreWare IS. For more information, click the **Help** button in CentreWare IS to view the online help.

Specifying Secure, Personal, Proof, and Saved Print Jobs

Use a supported driver to specify a job as a secure print, personal print, proof print, or saved print job:

Operating System	Steps
Windows 98 SE, Windows Me, Windows 2000, Windows XP, Windows Server 2003, Windows NT 4.x PostScript driver	<ol style="list-style-type: none">1. Select the Output Options tab.2. Select the job type under Walk-Up Features.<ul style="list-style-type: none">■ For a secure print job, enter a four-digit password to assign to this job.■ For a proof print or saved print job, enter the name you want to give this job.
Mac OS 9 driver	<p>In the Print dialog box, select the job type from the Job Type drop-down list.</p> <ul style="list-style-type: none">■ For a secure print job, enter a four-digit password to assign to this job.■ For a proof print or saved print job, enter the name you want to give this job in the Job Name field.
Mac OS X (version 10.2 and higher) driver	<p>In the Print dialog box, select the job type from the Job Types drop-down list.</p> <ul style="list-style-type: none">■ For a secure print job, enter a four digit number, ranging from 0000 through 9999, in the Job Password field.■ For a proof print or saved print job, enter a document name (up to 20 alpha characters) in the Document Name field.

Note: Personal print jobs are not supported in Windows 98 SE and Windows Me.

Printing or Deleting Secure Print Jobs

To print or delete a secure print job, specify the four-digit password on the control panel:

1. Select **Walk-Up Printing**, and then press the **OK** button.
2. Select **Secure Print Jobs**, and then press the **OK** button.
3. Scroll to your User Name, and then press the **OK** button.
4. Scroll to the correct number for the first digit of the numeric password, and then press the **OK** button to accept that digit.
5. Repeat Step 4 for the second, third, and fourth digits.

Note: If you enter less than four digits in the driver's **Password** field, enter zeros before your password so that there are four digits displayed on the control panel. For example, if you entered **222** in the driver, enter **0222** on the control panel. Use the **Back** button to return to a previous digit.

6. If you submitted more than one secure print job with that password, select the desired job or select **All of Them**, and then press the **OK** button.
7. Select **Print and Delete** or **Delete**, and then press the **OK** button to print or delete the job.

Printing or Deleting Personal Print Jobs

To print or delete a personal print job, select your user name on the control panel:

1. Select **Walk-Up Printing**, and then press the **OK** button.
2. Select **Personal Print Jobs**, and then press the **OK** button.
3. Select your User Name, and then press the **OK** button.
4. Select **Print and Delete** or **Delete**, and then press the **OK** button to print or delete all of your personal print jobs.

Printing or Deleting Proof and Saved Print Jobs

To print a saved print job, print the remaining copies of a proof print job, or delete a saved or proof print job, select the job name on the control panel:

1. Select **Walk-Up Printing**, and then press the **OK** button.
2. Select **Proof Print Jobs** or **Saved Print Jobs**, and then press the **OK** button.
3. Select your job name, and then press the **OK** button. (If you use the Windows NT printer driver, select **NT4User** as the job name.)
4. Select **Print and Delete** (for proof prints), **Print and Save** (for saved prints), or **Delete**, and then press the **OK** button.
5. If you are printing, scroll to the desired number of copies, and then press the **OK** button to print the job.

2 Using Fonts

This chapter includes:

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- [Viewing a List of Resident Fonts](#) on page 2-3
- [Printing Font Samples](#) on page 2-4
- [Downloading Fonts](#) on page 2-6

Types of Fonts

Your printer uses the following types of fonts:

- Resident fonts
- Fonts downloaded into printer memory
- Fonts downloaded with your print job from the application

Adobe Type Manager (ATM) software enables your computer to display these fonts on your computer screen as they will appear in your prints.

If you do not have ATM on your computer:

1. Install it from the *Software and Documentation CD-ROM*.
2. Install the printer's screen fonts for your computer from the ATM folder.

Viewing a List of Resident Fonts

To view a list of resident PCL or PostScript fonts, use CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Emulations** folder on the left sidebar.
5. Select **Font Files**.
6. Select either **PostScript** or **PCL**.

Printing Font Samples

This section includes:

- [Using the Control Panel](#) on page 2-4
- [Using CentreWare IS](#) on page 2-4
- [Using a Windows Printer Driver](#) on page 2-5

Use one of the following options to print a list of available PostScript or PCL fonts:

- The printer's control panel
- CentreWare IS
- The printer driver

Using the Control Panel

To print either a PostScript or PCL font list on the control panel:

1. Select **Information**, and then press the **OK** button.
2. Select **Information Pages**, and then press the **OK** button.
3. Select either **PCL Font List** or **PostScript Font List**, and then press the **OK** button to print.

Using CentreWare IS

To print either a PostScript or PCL font list from CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Emulations** folder on the left sidebar.
5. Select **Font Files**.
6. Select either **PostScript** or **PCL**.
7. Print the list of fonts from your browser.

Using a Windows Printer Driver

To print either a PostScript or PCL font list from your printer driver:

1. Select **Start**, select **Settings**, and then select **Printers**.
2. Right-click the Phaser 6300/6350 printer, and then select **Properties**.
3. Select the **Troubleshooting** tab.
4. In the **Printer Information Pages** drop-down list, select **PostScript Font List** or **PCL Font List**.
5. Click the **Print** button.

Downloading Fonts

To supplement the resident fonts (which are always available for printing), you can download fonts from your computer to the printer's memory or to the printer's hard drive. Downloading fonts to a printer can improve printing performance and reduce network traffic.

You can list, print, and download PostScript, PCL, and TrueType fonts to your printer using the CentreWare Font Management Utility. This Windows and Macintosh utility helps you manage fonts, macros, and forms on a printer's hard drive.

To download and install the Font Management Utility:

1. Go to www.xerox.com/office/pmtools.
2. Select your printer from the **Select Product** drop-down list.
3. Click **Additional Utilities** in the **Printer Utilities** table.
4. Locate the CentreWare **Font Management Utility** option, and save the **.exe** file to your desktop.
5. Install the font manager.

Note: If you turn off the printer, the fonts you download to memory are deleted. You must download them again when you turn on the printer. Fonts downloaded to the hard drive are not deleted when you turn off the printer.

3 Printing on Other Specialty Media

This chapter includes:

- Determining Which Tray to Use on page 3-2
- Printing Specialty Media from Tray 1 (MPT) on page 3-3
- Printing Specialty Media from Trays 2–5 on page 3-4

Other specialty media can include business cards, postcards, trifold brochures, and weatherproof paper. To verify the media you can print, go to the *Recommended Media List* at www.xerox.com/office/6300_6350support.

See also:

Printing Basics in the *User Guide* at www.xerox.com/office/6300_6350support

To order paper, transparencies, or other specialty media, contact your local reseller or go to www.xerox.com/office/supplies.

Caution: Damage caused by using unsupported paper, transparencies, and other specialty media is not covered by the Xerox warranty, service agreement, or Total Satisfaction Guarantee. The Total Satisfaction Guarantee is available in the United States and Canada. Coverage may vary outside these areas; please contact your local representative for details.

Determining Which Tray to Use

To determine which tray to use and the control panel settings for printing the specialty media:

1. Find the media weight and size on the packaging label.
2. Print the Paper Tips page:
 - a. On the control panel, select **Information**, and then press the **OK** button.
 - b. Select **Information Pages**, and then press the **OK** button.
 - c. Select **Paper Tips**, and then press the **OK** button.
3. Find the media type, weight, and size on the Paper Tips page, and then find the corresponding trays.

For example, if you are using letter-size Thin Card Stock within a weight range of 100-163 g/m² (36-60 lb. Cover), load the media in any tray. On the control panel:

- a. Select **Thin Card Stock** if prompted for the paper type.
- b. Select **Letter (8.5 x 11 in.)** if prompted for the paper size.

See also:

[Printing Specialty Media from Tray 1 \(MPT\) on page 3-3](#)

[Printing Specialty Media from Trays 2–5 on page 3-4](#)

Printing Specialty Media from Tray 1 (MPT)

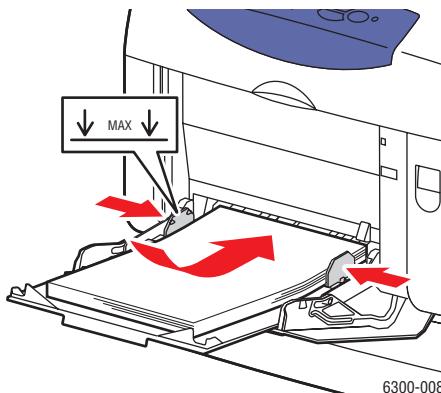
To verify the specialty media you can print from Tray 1 (MPT):

- See the *Recommended Media List* at www.xerox.com/office/6300_6350support.
- Print the Paper Tips page. See [Determining Which Tray to Use](#) on page 3-2.

To print specialty media in Tray 1 (MPT):

1. Open Tray 1 (MPT) by pulling out on the handle.
2. Pull out the tray extension, and open the paper guides.
3. Insert the paper into Tray 1 (MPT). If you are using preprinted or prepunched paper, follow these guidelines:
 - For **single-sided printing**, place the side to be printed **facedown** with the **top** of the page entering the printer first.
 - For **2-sided printing**, place the first side to be printed **faceup** with the **bottom** of the page entering the printer first.
 - For **prepunched paper**, place the paper with the holes toward the right side of the tray.

Note: Do not load the paper above the fill line inside the tray.



4. Adjust the paper guides to fit the paper.
5. On the control panel, select the paper type and size:
 - a. Select **Change setup**, and then press the **OK** button.
 - b. Select the paper type, and then press the **OK** button.
 - c. Select the paper size, and then press the **OK** button.
6. In the printer driver, select either the paper type or **Tray 1 (MPT)** as the paper source.
7. Submit your print job.

Printing Specialty Media from Trays 2-5

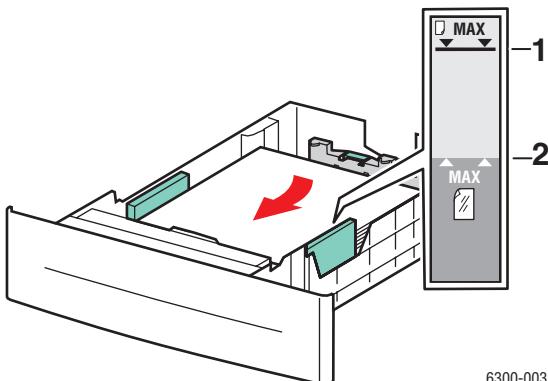
To verify the specialty media you can print from Trays 2-5:

- See the *Recommended Media List* at www.xerox.com/office/6300_6350support.
- Print the Paper Tips page. See [Determining Which Tray to Use](#) on page 3-2.

To print specialty media in Trays 2-5:

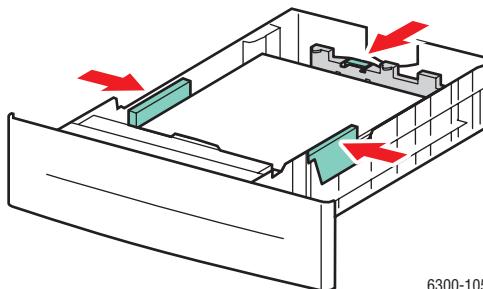
1. Pull out the tray.
2. If necessary, open the tray guides.
 - Squeeze the green tab on the length guide, and then slide it back. The guide clicks into place.
 - Slide the green side guides outward.
3. Fan the paper to release sheets that are stuck together.
4. Insert the paper into the tray. If you are using preprinted or prepunched paper, follow these guidelines:
 - For **single-sided printing**, place the side to be printed **faceup** with the **top** of the page toward the front of the tray.
 - For **2-sided printing**, place the side to be printed with the odd-numbered pages **facedown** and the **top** of the page toward the **back** of the tray.
 - For **prepunched paper**, place the paper with the holes toward the **right side** of the tray.

Note: Do not load the paper above the fill line indicated on the tray. Overloading the tray may cause jams. In the following illustration, **1** indicates the maximum fill line for paper and **2** indicates the maximum fill line for transparencies, labels, glossy paper, and thin card stock.



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5. If necessary, press the paper guides inward to fit the paper.



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6. Insert the tray into the tray slot, and push the tray completely into the printer.
7. On the control panel, select the paper type:
 - a. Select **Change setup**, and then press the **OK** button.
 - b. Select the paper type, and then press the **OK** button.
8. In the printer driver, select either the paper type or the appropriate tray as the paper source.
9. Submit your print job.

4 Networking

This chapter includes:

- [Printer Management Software](#) on page 4-2
- [Windows 2000, Windows XP, and Windows Server 2003](#) on page 4-4
- [Windows NT 4.x](#) on page 4-11
- [Windows 98 SE and Windows Me](#) on page 4-16
- [Macintosh](#) on page 4-20
- [Novell](#) on page 4-27
- [UNIX \(Linux\)](#) on page 4-28

This chapter provides detailed information for the system administrator. Additional information about print quality, maintenance, and troubleshooting issues is located in the *User Guide*.

See also:

User Guide at www.xerox.com/office/6300_6350support

Printer Management Software

This section includes:

- CentreWare Internet Services (IS) on page 4-2
- CentreWare Web on page 4-3

CentreWare Internet Services (IS)

CentreWare IS provides a simple interface that enables you to manage, configure, and monitor networked printers from your desktop using an embedded web server. CentreWare IS gives administrators easy access to printer status, configuration, and diagnostic functions. It also provides users with access to printer status and special printing functions such as printing saved jobs. With CentreWare IS software, you can access and manage your printers over a TCP/IP network using a web browser.

CentreWare IS enables you to:

- Check supplies status from your desktop, saving a trip to the printer. Access job accounting records to allocate printing costs and plan supplies purchases.
- Define a network printer search and view a list of printers using Printer Neighborhood. The list provides current status information and allows you to manage printers independent of network servers and operating systems.
- Configure printers from your desktop. CentreWare IS makes it easy to copy settings from one printer to another.
- Set up and use a simple web-browser-based printing system. Marketing collateral, sales materials, business forms, or other standardized, frequently used documents can be saved as a group with their original driver settings then reprinted on demand at high speed from any user's browser. A printer with a hard drive is required to support these functions. In some printer models, a DX configuration is required to support these functions.
- Troubleshoot print-quality problems using built-in diagnostics.
- Define a link to your local web server's support page.
- Access online manuals and technical support information located on the Xerox website.

Note: CentreWare IS requires a web browser and a TCP/IP connection between the printer and the network (in Windows, Macintosh, or UNIX environments). TCP/IP and HTTP must be enabled in the printer. JavaScript is required to access the pages in Printer Neighborhood. If JavaScript is disabled, a warning message appears and the pages do not function properly.

For complete information about CentreWare IS, click the **Help** button in CentreWare IS to go to the *CentreWare IS Online Help*.

Note:

Quick start tutorial at www.xerox.com/office/6300_6350support

CentreWare Web

CentreWare Web is a multi-vendor printer management, installation, and troubleshooting application. Use CentreWare Web to remotely manage, install, and troubleshoot printers on your network using a web browser. Printers are found through network or print server discovery and managed over TCP/IP networks using RFC-1759 SNMP (Simple Network Management Protocol).

With CentreWare Web you can:

- Remotely add ports, queues, and drivers to Windows 2000, Windows XP, Windows Server 2003, and NT 4.x SP6 print servers.
- Install, troubleshoot, upgrade, and clone wizards to aid all users in performing administrative tasks.
- Install CentreWare Web on a server for availability to all clients on the network with Internet access.
- Support multiple users and provide different levels of user access privileges for administrators or guests.
- Discover printers on local and remote subnets.
- Automatically discover printers as scheduled.
- Generate reports.
- Connect to printer web servers for additional printer-specific features, including help.

For more information, go to www.xerox.com/office/pmtools, and select your specific printer model to view the *CentreWare Web User Guide*.

Windows 2000, Windows XP, and Windows Server 2003

This section includes:

- [Preliminary Steps](#) on page 4-4
- [Quick CD-ROM Install Steps](#) on page 4-4
- [Other Methods of Installation](#) on page 4-5
- [Windows 2000, Windows XP, and Windows Server 2003 Troubleshooting](#) on page 4-9

Preliminary Steps

These preliminary steps must be performed for all printers:

1. Verify that the printer is plugged in, turned **On**, and connected to an active network.
2. Verify that the printer is receiving network information by monitoring the LEDs on the back of the printer or on the CentreDirect External Print Server. When the printer is connected to a functioning network and receiving traffic, its link LED is green, and its amber traffic LED is flashing rapidly.
3. Proceed to Quick CD-ROM Install Steps or Other Methods of Installation for the installation method desired.
4. Print the Configuration page and keep it for reference.

Quick CD-ROM Install Steps

To install the printer driver:

1. Insert the *Software and Documentation CD-ROM* into the computer's CD-ROM drive. If the installer does not launch, do the following:
 - a. Click **Start**, and then click **Run**.
 - b. In the **Run** window, type: **<CD drive>:\INSTALL.EXE**.
2. Select your desired language from the list.
3. Select **Install Printer Driver**.
4. Click **I Agree** to accept the Xerox Software License Agreement.
5. In the **Select Printer** dialog box, the default **Use Walk-Up Technology (recommended for network printers)** is selected. Click **Next**.
6. Follow the Use Walk-Up Technology instructions displayed.
7. Click **Exit Program**.

Note: If the Walk-Up Technology dialog box remains onscreen after you have completed Steps 1–6, click the **Cancel** button, and then click **Select from the following discovered printers**. Follow the onscreen prompts to complete the installation procedure.

Other Methods of Installation

Your printer can also be installed on a Windows 2000, Windows XP, or Windows Server 2003 network using one of these methods:

- Microsoft TCP/IP Protocol
- Microsoft IPP Port

To monitor or configure your printer, use CentreWare IS with a web browser if your printer is connected to a Windows 2000, Windows XP, or a Windows Server 2003 network with the TCP/IP protocol enabled.

Note: The CentreWare methods are not discussed in this section.

See also:

[Printer Management Software](#) on page 4-2 (CentreWare IS)

Microsoft TCP/IP Protocol

Note: For Windows XP, select **Classic Look** or the Windows XP procedures will not match the steps below. To select Classic Look, click **Start**, click **Settings**, and then click **Taskbar and Start Menu**. Select the **Start Menu** tab, and then select the **Classic Start menu**. Click **OK**.

To verify that TCP/IP is installed:

1. Right-click the **My Network Places** icon on the desktop, and then click **Properties**.
2. Right-click **Local Area Connection**, and then click **Properties**.
3. Click the **General** tab to verify that **Internet Protocol (TCP/IP)** is installed.
 - If the **Internet Protocol (TCP/IP)** box is checked, the software is installed.
 - If the **Internet Protocol (TCP/IP)** box is not checked, the software is not installed. Install TCP/IP software using the documentation provided by Microsoft, and then return to this document.

Adding the Printer

To add the printer:

1. On the desktop click **Start**, and then click **Settings**.
2. Select one of these options:
 - **Windows 2000:** Click **Printers**, double-click **Add Printer** to launch the Add Printer Wizard, and then click **Next**.
 - **Windows XP or Windows Server 2003:** Click **Printers and Faxes**. Double-click **Add Printer** to launch the Add Printer Wizard, and then click **Next**.
3. Click the **Local Printer** button, and then click **Next**.
4. Click the **Create a New Port** button.
5. Select **Standard TCP/IP Port** from the New Port Type drop-down menu, and then click **Next**.
6. Click **Next**.
7. Enter the IP Address of the printer you want to use in the **Printer Name or IP Address** edit box. Click **Next**.
8. Select one of these options:
 - Click **Finish** in the **Confirmation** window if the data is correct.
 - Click the **Back** button to correct the data if it is incorrect, and then click **Finish** in the **Confirmation** window.

Configuring the Printer

To configure the printer:

1. Insert the *Software and Documentation CD-ROM* into the computer's CD-ROM drive and click **Have Disk**.
2. Click the **Browse** button, and then select the directory which contains the Windows 2000 or Windows XP drivers.
3. Select the ***.INF** file, and then click **Open**.
4. Verify that the path and filename are correct, and then click **OK**.
5. Enter a name for the printer and select whether you want that printer to be the default. Click **Next**.
6. Select one of these options:
 - If the printer is not shared, click **Next**.
 - If the printer is shared, enter a **Share Name**, check the **Share** box, and then click **Next**.

Printing a Test Page

You are prompted to print a test page.

- 1.** Select one of these options:
 - Click **Yes** to print a test page, and then click **Next**.
 - Click **No** if you do not want to print a test page, and then click **Next**.
- 2.** Select one of these options in the **Completing the Add Printer Wizard** screen:
 - Click the **Finish** button if the data presented is correct. Proceed to Step 3.
 - Click the **Back** button to correct the data if incorrect, and then click **Finish** in the Add Printer Wizard when the data is correct. Proceed to Step 3.
- 3.** If you printed a test page, you are prompted to confirm that the test page printed:
 - Click **Yes** if the test page printed successfully.
 - Click **No** if the test page did not print or printed incorrectly.

See also:

[Windows 2000, Windows XP, and Windows Server 2003 Troubleshooting](#) on page 4-9

Microsoft IPP Port

Follow these steps to obtain the printer's URL and create an Internet Printing Protocol (IPP) printer.

Obtaining the Printer's URL (Network Path)

To obtain the printer's URL:

- 1.** Launch your web browser.
- 2.** Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
- 3.** Select **Properties**.
- 4.** Select the **Protocols** folder on the left sidebar.
- 5.** Select **IPP**. The Network Path field on the IPP Settings page displays the printer's URL.

Creating an IPP Printer

To create an IPP printer:

1. On the desktop, click **Start**, click **Settings**, and then click **Printers**.
2. Double-click **Add Printer** to launch the Microsoft Add Printer Wizard.
3. Select **Network Printer**, and then click **Next**.
4. When prompted for **Network Path** (Windows 9x) or **URL** (Windows NT, Windows 2000, Windows XP), enter the printer's URL in the following format:

http://printer-ip-address/ipp

Note: Substitute your printer's IP address or DNS name for printer-ip-address.

5. Click **Next**.

Configuring the Printer

To configure the printer:

1. Insert the *Software and Documentation CD-ROM* into the computer's CD-ROM drive and click **Have Disk**.
2. Click the **Browse** button, and then select the directory which contains the Windows 2000 or Windows XP drivers.
3. Select the ***.INF** file, and then click **Open**.
4. Verify that the path and filename are correct, and then click **OK**.
5. Enter a name for the printer and select whether you want that printer to be the default. Click **Next**.
6. Select one of these options:
 - If the printer is not shared, click **Next**.
 - If the printer is shared, enter a **Share Name**, check the **Share** box, and then click **Next**.

Windows 2000, Windows XP, and Windows Server 2003 Troubleshooting

Note: For Windows XP, select Classic Look or the Windows XP procedures will not match the steps below. To select Classic Look, click **Start**, click **Settings**, and then **Taskbar and Start Menu**. Select the **Start Menu** tab, and then select **Classic Start menu**. Click **OK**.

This Troubleshooting section assumes you have completed the following tasks:

- Loaded a Phaser printer PCL or PostScript printer driver.
- Printed and kept a current copy of the Configuration page.

Verifying Settings

To verify settings:

1. Verify the settings on the Configuration page.
 - **IP Address Source** is set to: **DHCP**, **Control Panel**, **BOOTP**, or **Auto IP** (depending on your network configuration).
 - **Current IP Address** is set correctly. (Note this address if it is assigned by Auto IP, DHCP, or BOOTP.)
 - **Subnet Mask** is set correctly (if used).
 - **Default Gateway** is set correctly (if used).
 - **LPR** is enabled. Verify that the LPR and AppSocket settings are set as desired.
 - **Interpreters: Auto, PCL, or PostScript** (depending on your driver).
2. Verify that the client is logged into the network and printing to the correct print queue. The user should also have access to the Phaser printer queue.

Verifying Driver Installation

To verify driver installation:

1. Right-click **My Network Places** on the desktop, and then click **Properties**.
2. Right-click **Local Area Connection**, and then click **Properties**.
3. Select the **General** tab. View the list of installed network protocols to verify that TCP/IP is installed. (For more information, contact your network administrator.)
4. Click **Install** to install any components not listed, and then restart your computer.
5. Click **Start**, click **Settings**, and then click **Printers**.
6. Right-click the printer icon, and then click **Properties**.
7. Select the **Advanced** tab. Verify that the correct printer driver is installed.
8. Select the **Ports** tab. Verify that the IP Address in the **Print to the Following Ports** list is identical to the one on the Configuration page. You may need to click the **Configure Port** button to see the IP address. If necessary, re-select the TCP/IP number used for the printer.

Printing a Test Page

To print a test page:

1. Select the **General** tab.
2. Click **Print Test Page**. If the printer does not print, select **PhaserSMART Technical Support** on the **Troubleshooting** tab of your Windows printer driver to access PhaserSMART Technical Support.

See also:

www.xerox.com/office/6300_6350support

Windows NT 4.x

This section includes:

- [Preliminary Steps](#) on page 4-11
- [Quick CD-ROM Install Steps](#) on page 4-11
- [Other Methods of Installation](#) on page 4-12
- [Windows NT 4.x Troubleshooting](#) on page 4-14

Preliminary Steps

These preliminary steps must be performed for all printers:

1. Verify that the printer is plugged in, turned **On**, and connected to an active network.
2. Verify that the printer is receiving network information by monitoring the LEDs on the back of the device or on the CentreDirect External Print Server. When the printer is connected to a functioning network and receiving traffic, its link LED is green, and its amber traffic LED is flashing rapidly.
3. Proceed to Quick CD-ROM Install Steps or Other Methods of Installation for the installation method desired.
4. Print a Configuration page and keep it for reference.

Quick CD-ROM Install Steps

To use the quick CD-ROM install option:

1. Insert the *Software and Documentation CD-ROM* into the computer's CD-ROM drive. If the installer does not launch, do the following:
 - a. Click **Start**, and then click **Run**.
 - b. In the **Run** window, type: <CD drive>:\INSTALL.EXE.
2. Select your desired language from the list.
3. Select **Install Printer Driver**.
4. Click **I Agree** to accept the Xerox Software License Agreement.
5. In the **Select Printer** dialog box, the default **Use Walk-Up Technology (recommended for network printers)** is selected. Click **Next**.
6. Follow the Use Walk-Up Technology instructions displayed.
7. Click **Exit Program**.

Note: If the Walk-Up Technology dialog box remains onscreen after you have completed Steps 1–6, click the **Cancel** button, and then click **Select from the following discovered printers**. Follow the onscreen prompts to complete the installation procedure.

Other Methods of Installation

Install your printer on a Windows NT 4.x network using Microsoft TCP/IP Protocol.

To monitor or configure your printer, use CentreWare IS with a web browser if your printer is connected to a Windows NT 4.x network with TCP/IP protocol enabled.

Note: The CentreWare methods are not discussed in this section.

See also:

[Printer Management Software](#) on page 4-2 (CentreWare IS)

Quick Install Steps (Microsoft TCP/IP Protocol)

Note: This procedure is only performed by the system administrator.

To install the Microsoft TCP/IP Printing software:

1. Right-click the **My Network Places** icon on the desktop, and then click **Properties**.
2. Select the **Protocols** tab to verify that the TCP/IP protocol has been installed.
3. Select the **Services** tab and verify that Microsoft TCP/IP Printing software is installed. If it is not installed, install it, and then return to this document.

Adding the Printer

To add the printer:

1. Open the **Control Panel**, and then double-click the **Printers** icon.
2. Double-click **Add Printer** to launch the **Add Printer Wizard**, and then click **Next**.
3. Verify that **My Computer** is selected, and then click **Next**.
4. Click **Add Port**, and then select the LPR Port from the list displayed.
5. Click **New Port**.
6. Enter the IP address for your printer and a printer name of 31 characters or less (no spaces).
7. Select **OK**.
8. Verify that the new IP address you entered is listed correctly. If the check box next to the IP address is not checked, select the check box, and then click **Next**.

Configuring the Printer

To configure the printer:

1. Insert the *Software and Documentation CD-ROM* into the computer's CD-ROM drive, and then click **Have Disk**.
2. Click the **Browse** button and select the directory containing the Windows NT drivers.
3. Select the ***.INF** file, and then click **Open**. Verify that the path and filename are correct, and then click **OK**.
4. Select the correct printer, and then click **OK**.
5. Enter a name for the printer, select whether you want that printer to be the default, and then click **OK**.
6. Select one of these options:
 - If the printer is not shared, click **Next**.
 - If the printer is shared, enter a Share Name, check the **Share** box, and then click **Next**.

Printing a Test Page

You are prompted to print a test page.

1. Select one of these options:
 - Click **Yes** to print a test page, and then click **Next**.
 - Click **No** if you do not want to print a test page, and then click **Next**.
2. Select one of these options:
 - Click the **Finish** button if the data presented is correct. Proceed to Step 3.
 - Click the **Back** button to correct the data if incorrect, and then click **Finish** when the data is correct. Proceed to Step 3.
3. If you printed a test page, you are prompted to confirm that the test page printed:
 - Click **Yes** if the test page printed successfully.
 - Click **No** if the test page did not print or printed incorrectly.

See also:

[Windows NT 4.x Troubleshooting](#) on page 4-14

Windows NT 4.x Troubleshooting

This troubleshooting section assumes you have completed the following tasks:

- Loaded a PostScript printer driver.
- Printed and kept a current copy of the Configuration page.

Verifying Settings

To verify settings:

1. Verify the settings in the Configuration page.
 - **IP Address Source** is set to: **DHCP**, **Control Panel**, **BOOTP**, or **Auto IP** (depending on your network configuration).
 - **Current IP Address** is set correctly. (Note this address if it is assigned by Auto IP, DHCP, or BOOTP.)
 - **Subnet Mask** is set correctly (if used).
 - **Default Gateway** is set correctly (if used).
 - **LPR** is enabled. Verify that the LPR and AppSocket settings are set as desired.
 - **Interpreters: Auto, PCL, or PostScript** (depending on your driver).
2. Verify that the client is logged into the network and printing to the correct print queue. The user should also have access to the Phaser print queue.

Verifying Installation

To verify printer installation:

1. Right-click the **My Network Places** icon on the desktop and select **Properties**.
2. Click the **Protocols** tab to verify that the TCP/IP protocol has been installed.
3. Click **Add** to install any components not listed, and then restart your computer.
4. Click **Start**, click **Settings**, and then click **Control Panel**.
5. Double-click **Services**.
6. Locate **TCP/IP Print Server**, and then verify these column entries:
 - **Status column: Started**
 - **Startup column: Automatic**
7. Click **Start**, click **Settings**, and then click **Printers**.
8. Right-click the printer icon, and then select **Properties**. Verify that you have installed the correct driver for your printer.
9. Select the **Ports** tab. Verify that the IP Address in the **Print to the Following Port** list is identical to the one on the Configuration page. You may need to click the **Configure Port** button to view the IP address. If necessary, re-select the TCP/IP number used for your printer.

Printing a Test Page

To print a test page:

1. Select the **General** tab.
2. Click **Print Test Page**. If the printer does not print, select **PhaserSMART Technical Support** on the **Troubleshooting** tab of your Windows printer driver to access PhaserSMART Technical Support.

See also:

www.xerox.com/office/6300_6350support

Windows 98 SE and Windows Me

This section includes:

- [Preliminary Steps](#) on page 4-16
- [Quick CD-ROM Install Steps](#) on page 4-17
- [Other Methods of Installation](#) on page 4-17
- [Windows 98 SE and Windows Me Troubleshooting](#) on page 4-19

Preliminary Steps

Follow these preliminary steps:

1. Verify that the printer is plugged in, turned on, and connected to an active network.
2. Verify that the printer is receiving network information by monitoring the LEDs on the back of the device or on the CentreDirect External Print Server. When the printer is connected to a functioning network and receiving traffic, its link LED is green, and its amber traffic LED is flashing rapidly.
3. Print a Configuration page and verify that the desired protocol is enabled, and then follow one of these options:
 - Proceed to Step 4 if you do not have a TCP/IP address configured for your printer.
 - Proceed to Step 5 if you do have a TCP/IP address configured for your printer.
4. Do one of the following if you *do not* have a TCP/IP address configured for your computer:
 - Contact your system administrator to ensure that configuration is made according to your company guidelines.
 - Configure your PC with a unique address such as 192.1.1.1.
5. If you have a TCP/IP address, and then follow these steps to verify the IP address for your PC:
 - a. Click **Start**, and then click **Run**.
 - b. Enter **winipcfg** in the **Open** field. (If the file is not found, TCP/IP may not be installed.)
 - c. Click **OK**.
 - d. Select your network adapter from the list. The IP address is listed in the IP Address field.

Note: For more information about installing and configuring TCP/IP in Windows environments, go to your Microsoft Windows documentation.

6. Proceed to Quick CD-ROM Install Steps or Other Methods of Installation for the installation method desired.

See also:

- [Quick CD-ROM Install Steps](#) on page 4-17
- [Other Methods of Installation](#) on page 4-17

Quick CD-ROM Install Steps

To use quick CD-ROM installation:

1. Insert the *Software and Documentation CD-ROM* into the computer's CD-ROM drive. If the installer does not launch, do the following:
 - a. Click **Start**, and then click **Run**.
 - b. In the **Run** window, type: <CD drive>:\INSTALL.EXE.
2. Select your desired language from the list.
3. Select **Install Printer Driver**.
4. Click **I Agree** to accept the Xerox Software License Agreement.
5. In the **Select Printer** dialog box, the default **Use Walk-Up Technology (recommended for network printers)** is selected. Click **Next**.
6. Follow the Use Walk-Up Technology instructions displayed.
7. Click **Exit Program**.

Note: If the Walk-Up Technology dialog box remains onscreen after you have completed Steps 1–6, click the **Cancel** button, and then click **Select from the following discovered printers**. Follow the onscreen prompts to complete the installation procedure.

Other Methods of Installation

Install your printer on a Windows 98 SE or Windows Me network using PhaserPort software.

PhaserPort Software

The Windows installer installs PhaserPort for Windows (for those installations using PostScript drivers). PhaserPort for Windows is a Xerox print monitor for printing over Windows 98 SE or Windows Me TCP/IP peer-to-peer networks. PhaserPort can be used to add or remove TCP/IP ports.

Note: PhaserPort is the preferred utility for PostScript installations.

Adding a Port

To add a printer port:

1. Open **Printer Properties** for the printer you would like to attach to the new TCP/IP port.
2. Click **Start**, click **Settings**, and then click **Printers**.
3. Right-click the printer to be attached to the new TCP/IP port, and then click **Properties**.

4. Click the **Details** tab, and then click the **Add Port** button.
5. Select **Other**.
6. From the list of available printer-port monitors, select **PhaserPort**, and then click **OK**.

Configuring a Port

PhaserPort enables you to:

- Choose a name for the new port.
- Identify a printer by its DNS Name or IP Address.

To install a port using PhaserPort:

1. In the **Add PhaserPort** window:
 - Enter a unique name for the port being added in the **Description** section.
 - Enter the printer host name or IP Address in the **DNS/Address** section.
2. Click **OK**.

Changing a PhaserPort IP Address

If the printer's IP address is changed, you must change the IP address for the device's corresponding port:

1. Click **Start**, click **Settings**, and then click **Printers**.
2. Right-click the printer to be changed to a new PhaserPort IP address, and then click **Properties**.
3. Select the **Details** tab.
4. Verify that PhaserPort appears in the **Print to the Following Port** field.
5. Click **Port Settings**. The **Configure PhaserPort** dialog box appears.
6. Do one of the following:
 - a. If you know the correct IP address or DNS name for the printer, enter that information.
 - b. If you don't know the printer's IP address or DNS name, click **Browse** to display a list of printers on the network.
 - c. Double-click the appropriate printer. PhaserPort automatically enters the information into the **Configure PhaserPort** dialog box.

Note: To search the network again, click **Refresh**. To expand the search to other subnets, click **Advanced**.

7. Click **OK**.
8. Click **OK** again to apply the changes.

Windows 98 SE and Windows Me Troubleshooting

This Troubleshooting section assumes you have completed the following tasks:

- Verified that the printer is plugged in, turned on, and connected to an active network.
- Installed a PostScript print driver.
- Verified that the printer is receiving network information by monitoring the LEDs on the back of the device or on the CentreDirect External Print Server. When the printer is connected to a functioning network and receiving traffic, its link LED is green, and its amber traffic LED is flashing rapidly.
- Printed and kept a current copy of the Configuration page.

Verifying Settings

To verify settings:

1. Right-click **Network Neighborhood** on the desktop, and then click **Properties**.
2. Click the **Configuration** tab. A list of installed network components appears for the Client for Microsoft networks.
3. If any of the necessary components are not installed, install them, and then restart the system. When the system is restarted, return to this document.
4. Click **Start**, click **Settings**, and then click **Printers**. The **Printers** window appears.
5. Right-click the printer icon, and then click **Properties**.
6. Select the **Details** tab.
7. Verify the following:
 - a. The printer driver name in the **Print Using the Following Driver** list. If necessary, re-select or install a new printer driver.
 - b. The **Port** name in the **Print to the Following Port** list. If necessary, re-select the correct name.

Note: Send a print job to the printer. If the printer does not print, select **PhaserSMART Technical Support** on the **Troubleshooting** tab of your Windows printer driver to access PhaserSMART Technical Support.

See also:

www.xerox.com/office/6300_6350support

Macintosh

This section includes:

- [Requirements](#) on page 4-20
- [Quick CD-ROM Install Steps](#) on page 4-20
- [Enabling and Using EtherTalk for Mac OS 9.x](#) on page 4-20
- [Enabling and Using TCP/IP for Mac OS 9.x](#) on page 4-21
- [Enabling or Using TCP/IP or AppleTalk for Mac OS X, Version 10.2 and Higher](#) on page 4-23
- [Macintosh Troubleshooting \(Mac OS 9.x, Mac OS X, Version 10.2 and Higher\)](#) on page 4-25

Requirements

- A workstation with the appropriate printer driver installed.
- A working knowledge of the operating system (Mac OS 9.x or Mac OS X, version 10.2 or higher) being used on the workstation.
- Proper cabling to connect the printer to the network.

Quick CD-ROM Install Steps

To use the quick CD-ROM installation option:

1. Insert the *Software and Documentation CD-ROM* into the computer's CD-ROM drive.
2. Double-click the installer on the *Software and Documentation CD-ROM* to install the printer driver.

Enabling and Using EtherTalk for Mac OS 9.x

If you use EtherTalk, Macintosh computers do not require IP addresses.

To create a desktop printer:

1. Open the **AppleTalk Control Panel**. Verify that the Ethernet port is the selected network port.
2. Open the **Chooser**, and then click the **LaserWriter** printer driver.
3. Select the printer.
4. Click **Create** to create the desktop printer.

Enabling and Using TCP/IP for Mac OS 9.x

This section provides installation and troubleshooting steps for Macintosh OS 9.x.

Setting Up the Macintosh Ethernet Port for TCP/IP

To set up your Macintosh for TCP/IP:

1. On the control panel, select **TCP/IP**, and then select **Ethernet**.
2. Specify how you will obtain the IP address from the **TCP/IP** tab:
 - **Manually:** Specify the IP address, **Subnet Mask**, **Router Address**, and **Name Server Address** in the dialog box.
 - **Using DHCP Server:** Automatically finds the IP address.
3. Close the dialog box.

Creating an LPR Printer with LaserWriter 8.5.1 or Higher

To create an LPR printer:

1. Open the **Desktop Printer Utility**. (This utility, or an alias to it, can be found in the *PhaserTools* folder.)
2. Click **Printer (LPR)** in **Create Desktop**, and then click **OK**.
3. Click **Change** in the **PostScript Printer Description (PPD)** file.
4. Select the appropriate PPD from the list, and then click **Select**. If your printer PPD is not listed, install it from the *Software and Documentation CD-ROM*.
5. Click **Change** in **LPR Printer Selection**.
6. Enter information in the following fields:
 - **Printer Address:** Enter the printer's IP address or domain name.
 - **Queue:** Enter **PS** (use uppercase), and then click **OK**.
7. Close the dialog box. When prompted, click **Save**.
8. Enter a name for the desktop printer in **Save Desktop Printer As** field, and then click **Save**.
9. Two methods are available for printing through LPR:
 - Use the new Desktop Printer (LPR).
 - Use the LaserWriter 8.5.1 printer driver (any printer can be selected). Click **File**, and then click **Print** to select the appropriate LPR printer in the **Printer** drop-down list.

Creating an AppSocket Printer with LaserWriter 8.6

Xerox provides Macintosh AppSocket printing with PhaserPort for Mac OS on the *Software and Documentation CD-ROM*. PhaserPort for Mac OS provides a bi-directional, high-speed communications channel using the new plug-in communication architecture of Apple LaserWriter version 8.6.

AppSocket provides feedback about print job status which is not available through LPR.

PhaserPort for Mac OS System Requirements

Note: PhaserPort is not supported by Mac OS X.

System requirements include:

- A printer installed on a TCP/IP network
- PowerPC-based Macintosh
- Apple's LaserWriter version 8.6 or later, with Desktop Printing enabled
- Open Transport version 1.1 or later networking. TCP/IP networking provided by MacTCP software is not supported. The Macintosh must be properly configured to communicate with the printer.

Creating a Desktop Printer with PhaserPort for Mac OS

To create a desktop printer using PhaserPort for Mac OS:

1. Launch the **PhaserPort Printer Tool**.
2. Enter the printer's IP address or DNS name in the **Printer Internet Address** field.
3. Enter a name for the desktop printer in the **Desktop Printer Name** field.
4. Click **Verify** to contact the printer over the TCP/IP network, and then verify its network configuration.
5. Click **Create** to create the desktop printer.
6. Click **Quit** to exit the PhaserPort Printer Tool.
7. In the **Finder**, click the newly created desktop printer icon.
8. Click **Change Setup** in the **Finder's Printing** menu.
9. Select the **PostScript Printer Description** file and provide configuration information. You can also select the **Auto Setup** button, and then Macintosh automatically attempts to determine the correct settings for the printer.

Note: Certain utilities, such as Adobe Font Downloader, are not compatible with PhaserPort for Mac OS software because they attempt to directly communicate with the printer using the AppleTalk protocol. If you use Mac OS software, create an AppleTalk desktop printer, and then delete this printer after running and exiting the non-compatible software.

Enabling or Using TCP/IP or AppleTalk for Mac OS X, Version 10.2 and Higher

Verify that you are running Mac OS X, version 10.2 or higher. The previous versions of Mac OS X do not fully support PostScript printing and printer features.

Setting Up the Macintosh Ethernet Port for TCP/IP

To set up your Macintosh for TCP/IP:

1. Select **Network** from the **System Preferences** application.
2. Select **Built-In Ethernet** from the **Show** menu.
3. Specify how you will obtain the IP address from the **TCP/IP** tab:
 - **Manually:** Specify the IP address, **Subnet Mask**, **Router Address**, and **Name Server Address** in the dialog box.
 - **Using DHCP:** Automatically finds the IP address.
4. Click **Apply**, and then close the dialog box.

Setting Up the Macintosh Ethernet Port for AppleTalk

To set up your Macintosh for AppleTalk:

1. Select **Network** from the **System Preferences** application.
2. Select **Built-In Ethernet** from the **Show** menu.
3. Select **Make AppleTalk Active** in the **AppleTalk** tab.
4. Click **Apply**, and then close the dialog box.

Creating an LPR Printer with Mac OS X, Version 10.2 and Higher

To create an LPR printer:

1. Open the **Print Center** utility. In Mac OS X, version 10.3 or higher, open the **Printer Setup Utility**. The utility is located in a directory called **Utilities** in the **Applications** directory.
2. Select **Add**, then select one of the following options:
 - **Version 10.2:** Select **IP Printing** from the pull-down menu.
 - **Version 10.3 and higher:** Select **LPD/LPR** in the **Printer Type** field.
3. Enter the printer's IP address in the **Printer Address** field.
4. Select the appropriate **PPD** from the list in the **Printer Model** pull-down list. If your printer PPD is not listed, install it from the *Software and Documentation CD-ROM*.
5. Click **Add** to complete the configuration.

Creating an AppleTalk Printer with Mac OS X, Version 10.2 and Higher

To create an AppleTalk printer:

1. Verify that **AppleTalk** is enabled in **System Preferences**.
2. Open the **Print Center** utility. In Mac OS X, version 10.3 or higher, open the **Printer Setup Utility**. The utility is located in a directory called **Utilities** in the **Applications** directory.
3. Select **Add Printer**, and then select **AppleTalk** from the pull-down list.
4. Select the appropriate zone.
5. Select your printer from the list provided.
6. Select the appropriate **PPD** from the list in the **Printer Model** drop-down list. If your printer PPD is not listed, install it from the *Software and Documentation CD-ROM*.
7. Click **Add** to complete the configuration.

Creating a Bonjour Printer with Mac OS X, Version 10.2 and Higher

To create a Bonjour printer:

1. Open the **Print Center** utility. In Mac OS X, version 10.3 or higher, open the **Printer Setup** utility. The utility is located in **Utilities** in the **Applications** directory.
2. Select one of the following options:
 - **Version 10.2:** Click **Add**.
 - **Version 10.3 and higher:** From the top pull-down menu, select **Bonjour**.
 A list appears displaying name of your printer, followed by a series of numbers. For example, *Your Printer's Name xx:xx:xx*. Each numbered segment represents the last section of your printer's hardware address. Your PPD is automatically selected.
3. Click **Add** to complete the installation.

Macintosh Troubleshooting (Mac OS 9.x, Mac OS X, Version 10.2 and Higher)

The following procedure eliminates cabling, communication, and connection problems. Once you complete these steps, print a test page from your software application.

Note: If the job prints, no further system troubleshooting is necessary. If there are print-quality problems, see the *User Guide* at www.xerox.com/office/6300_6350support.

Macintosh Troubleshooting OS 9.x Step-By-Step

Perform these steps *only* for Mac OS 9:

1. Open the **Chooser**, and then click the **LaserWriter** driver.
2. Do one of the following:
 - If the printer's name appears, your device is communicating through the network. You do not need to perform any additional steps.
 - If the printer's name does *not* appear, proceed to Step 3.
3. Verify that the printer is plugged in, turned **On**, and connected to an active network.
4. Verify the cable connection from the network to the printer.
5. Follow these steps:
 - a. From the printer's control panel, verify that **EtherTalk** is enabled. If it is not, enable it in the control panel, and then reset the printer.
 - b. Print the Configuration page and verify that **EtherTalk** is enabled.
 - c. From the Configuration page, verify the Zone. If you have multiple zones on your network, verify that your printer appears in the desired zone.
6. If you are still unable to print, access **PhaserSMART** Technical Support through CentreWare IS:
 - a. Launch your web browser.
 - b. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
 - c. Select **Support**.
 - d. Click the **PhaserSMART Diagnostic Tool** link to access PhaserSMART.

See also:

www.xerox.com/office/6300_6350support

Macintosh Troubleshooting OS X, Versions 10.2 and Higher

Perform these steps *only* for Mac OS X, versions 10.2 and higher:

1. Open the **Network Utility**, and then click the **Ping** tab.
2. Enter the printer's IP address.
3. Click **Ping**. If you do *not* get a response, confirm that your TCP/IP settings are correct for your printer and computer.
4. For **AppleTalk**, follow the steps below. For **TCP/IP** proceed to Step 5.
 - a. From the printer's control panel, verify that **EtherTalk** is enabled. If it is not, enable it in the control panel, and then reset the printer.
 - b. Print the Configuration page and verify that **EtherTalk** is enabled.
 - c. From the Configuration page, verify the **Zone**. If you have multiple zones on your network, verify that your printer appears in the desired zone.
5. If you are still unable to print, access **PhaserSMART** Technical Support through CentreWare IS:
 - a. Launch your web browser.
 - b. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
 - c. Select **Support**.
 - d. Click the **PhaserSMART Diagnostic Tool** link to access PhaserSMART.

See also:

www.xerox.com/office/6300_6350support

Novell

This section includes:

- [Novell Distributed Print Services \(NDPS\) on page 4-27](#)
- [Xerox NDPS Gateway Software on page 4-27](#)
- [Quick Install Steps on page 4-28](#)
- [Additional Resources on page 4-29](#)

Novell Distributed Print Services (NDPS)

Novell Distributed Print Services (NDPS) are products built on Novell's printing architecture that enables administrators to take advantage of built-in printer intelligence to manage network printing resources from anywhere on the network, improve network printing performance, and reduce network printing issues for end-users.

The Xerox NDPS Solution enables you to use Novell NDPS with many of the latest Xerox printers. It includes administrative tools that work with NetWare Administrator so that users can easily configure and manage their network printer services.

To access Xerox printers in this environment, Xerox NDPS Gateway software must be installed on an Novell server.

Xerox NDPS Gateway Software

The current release of the Xerox NDPS Solution for Novell NDPS supports IP protocol. It enables the user to manage Xerox printers in Novell NetWare NDPS environments.

The Xerox NDPS Solution software contains these features:

- Support for IP networking
- Simplified installation, driver download, and configuration of the Xerox printers in a Novell NetWare NDPS network
- Automatic installation, when users connect to a printer, to eliminate individual driver installation
- Status retrieval and remote management of NDPS-supported networked printers using NetWare Administrator
- CentreWare IS access for printer management of networked printers.

For more information, see the *Xerox NDPS User Guide* and download the latest version of the Xerox NDPS Gateway software at www.xerox.com/office/pmtools.

UNIX (Linux)

This section includes:

- [Quick Install Steps](#) on page 4-28
- [Additional Resources](#) on page 4-29

Your printer supports connection to a variety of UNIX platforms through the network interface. The workstations currently supported by CentreWare for UNIX/Linux to a network-connected printer are:

- Sun Solaris
- IBM AIX
- Hewlett-Packard HP-UX
- DEC UNIX
- Linux (i386)
- Linux (PPC)
- SGI IRIX

The following procedures enable you to connect your printer using any of the supported versions of UNIX or Linux listed above.

Quick Install Steps

Perform the following procedures to set up the printer and install the appropriate drivers.

From the Printer

To set up the printer:

1. Verify that both TCP/IP protocol and the proper connector are enabled.
2. On the control panel, select one of these IP address options:
 - Allow the printer to set up a DHCP address.
 - Enter the IP address manually.
3. Print the Configuration page and keep it for reference.

From Your Computer

To install the printer:

1. Go to www.xerox.com/office/drivers.
2. Select your printer, the platform you are running (UNIX), and file type (**Drivers**).
3. Click **Go to Downloads**.
4. From the list of files provided, download the **PrinterPackageXPXX** and the file that matches your operating system.
5. Print a test page and verify the print quality of the printed page.

6. Launch your web browser.
7. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
8. Select **Support**.
9. Click the **PhaserSMART Diagnostic Tool** link to access PhaserSMART.

Note: If print-quality problems exist, or your job did not print, see the *User Guide* at www.xerox.com/office/6300_6350support or access PhaserSMART Technical Support through CentreWare IS.

Additional Resources

Access the Xerox website for the latest CentreWare for UNIX drivers at www.xerox.com/office/drivers. To download printer drivers:

1. Select your printer, the platform you are running (**UNIX**), and the files you would like to download (**Drivers**).
2. Click **Go to Downloads**.
3. Select the appropriate CentreWare printer driver for your platform.
4. Download the **PrinterPackageXPXX**. It provides the printer-specific features of CentreWare for UNIX driver.

5 Managing Your Printer

This chapter includes:

- [Printer Settings](#) on page 5-2
- [Printer Security](#) on page 5-12
- [Analyzing Printer Usage](#) on page 5-14

Printer Settings

This section includes:

- [Controlling Startup Page Printing](#) on page 5-2
- [Selecting Tray 1 \(MPT\) Behavior](#) on page 5-3
- [Setting the Duration for Tray 1 \(MPT\) Prompts](#) on page 5-4
- [Setting the Duration for Tray 2 - 5 Prompts](#) on page 5-5
- [Changing the Power Saver Timeout](#) on page 5-6
- [Changing the Power Saver Timeout](#) on page 5-6
- [Changing Intelligent Ready Mode](#) on page 5-7
- [Changing the Load Paper Timeout](#) on page 5-8
- [Setting the Control Panel Language](#) on page 5-9
- [Setting the Printer Date and Time](#) on page 5-9
- [Setting the Timing for the Low Toner Warning Message](#) on page 5-10

Note: Print the Menu Map to view the path to select other menu options.

Controlling Startup Page Printing

The printer can produce a Startup page each time the printer is turned on or reset. The factory default is **On**. You can print the Startup page at any time from the **Information Pages** menu.

To turn on/off automatic printing of the Startup page, use one of the following options:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To turn on/off automatic printing of the Startup page on the control panel:

1. Select **Printer Setup**, and then press the **OK** button.
2. Select **Printer Controls**, and then press the **OK** button.
The **Startup Page** is highlighted. The end of the line displays the setting (**On** or **Off**).
3. Press the **OK** button to change the setting.

Using CentreWare IS

To turn on/off the automatic printing of the Startup page using CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left sidebar.
5. Select **Printer Defaults**.
6. Select **Off** or **On** from the **Startup Page** drop-down list to change the setting.
7. Click the **Save Changes** button at the bottom of the page.

Printing the Startup Page from the Control Panel

To print the Startup page on the control panel:

1. Select **Information**, and then press the **OK** button.
2. Select **Information Pages**, and then press the **OK** button.
3. Select **Startup Page**, and then press the **OK** button to print.

Note: You can also print the Startup page from the **Troubleshooting** tab of the Windows printer driver.

Selecting Tray 1 (MPT) Behavior

The Tray 1 (MPT) behavior setting specifies how Tray 1 (MPT) paper size and type are determined when you load paper in the tray, but do not set the paper size and type on the control panel.

Setting	Behavior
Adaptive (Default)	The next print job that requests a paper size and type not in any other tray uses the paper in Tray 1 (MPT) and determines its paper size and type.
Previous	The next print job uses the most recently set paper size and type.
Bypass	The next print job uses the paper in Tray 1 (MPT) and determines its paper size and type.

To set the Tray 1 (MPT) behavior settings, use one of the following options:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To select a Tray 1 (MPT) behavior setting on the control panel:

1. Select **Paper Tray Setup**, and then press the **OK** button.
2. Select **Paper Handling Setup**, and then press the **OK** button.
3. Select **Tray 1 (MPT) Behavior**, and then press the **OK** button.
4. Select the appropriate behavior setting, and then press the **OK** button.

Using CentreWare IS

To select a Tray 1 (MPT) behavior setting using CentreWare IS:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left sidebar, and then select **Printer Defaults**.
5. Select the appropriate behavior setting in the **Tray 1 (MPT) Behavior** drop-down list.
6. Click the **Save Changes** button at the bottom of the page.

Setting the Duration for Tray 1 (MPT) Prompts

The Tray 1 (MPT) prompt setting specifies the amount of time the prompt displays on the control panel after paper is loaded in Tray 1 (MPT). The Tray 1 (MPT) prompt asks the person that loaded the paper to confirm the current tray setup or to specify the paper type and size.

Setting	Behavior
None	Turns the tray setup prompt off.
30 seconds (Default)	Displays the tray setup prompt for 30 seconds after paper is loaded in Tray 1 (MPT).
Infinite	Displays the tray setup prompt after paper is loaded in Tray 1 (MPT) until a control panel selection is made.

To select a Tray 1 prompt timeout, use either:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To change the Tray 1 (MPT) Prompt Timeout on the control panel:

1. Select **Paper Tray Setup**, and then press the **OK** button.
2. Select **Paper Handling Setup**, and then press the **OK** button.
3. Select **Tray 1 (MPT) Prompt**, and then press the **OK** button.
4. Select the appropriate prompt setting, and then press the **OK** button.

Using CentreWare IS

To select the Tray 1 (MPT) prompt timeout using CentreWare IS:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left sidebar, and then select **Printer Defaults**.
5. Select the appropriate prompt setting in the **Tray 1 (MPT) Prompt** drop-down list.
6. Click the **Save Changes** button at the bottom of the page.

Setting the Duration for Tray 2 - 5 Prompts

The Tray 2 - 5 prompt setting specifies the amount of time the prompt displays on the control panel after paper is loaded in Trays 2 - 5. The Tray 2 - 5 Prompt asks the person that loaded the paper to confirm the current tray setup or to specify the paper type.

Setting	Behavior
None (Default)	Turns the tray setup prompt off.
30 seconds	Displays the tray setup prompt for 30 seconds after loading paper in Trays 2 - 5.
Infinite	Displays the tray setup prompt after paper is loaded in Trays 2 - 5 until a control panel selection is made.

To select a Tray 2 - 5 prompt timeout, use either:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To change the Tray 2 - 5 prompt timeout on the control panel:

1. Select **Paper Tray Setup**, and then press the **OK** button.
2. Select **Paper Handling Setup**, and then press the **OK** button.
3. Select **Tray 2 - 5 Prompt**, and then press the **OK** button.
4. Select the appropriate prompt setting, and then press the **OK** button.

Using CentreWare IS

To select the Tray 2 - 5 prompt timeout using CentreWare IS:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select **General** on the left sidebar, and then select **Printer Defaults**.
5. Select the appropriate prompt setting in the **Tray 2 - 5 Prompt** drop-down list.
6. Click the **Save Changes** button at the bottom of the page.

Changing the Power Saver Timeout

To save energy, the printer enters a Power Saver, low-energy consumption mode after a pre-defined period of time since its last activity. In this mode, most printer electrical systems are shut down. When a print job is sent to the printer, the printer enters Warmup mode. You can also warm up the printer by pressing the **OK** button on the control panel.

If you find that the printer is going into Power Saver mode too often and you do not want to wait while the printer warms up, increase the length of time before the printer goes into Power Saver mode.

To change the Power Saver Timeout value, use one of the following options:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To change the Power Saver Timeout value on the control panel:

1. Select **Printer Setup**, and then press the **OK** button.
2. Select **Printer Controls**, and then press the **OK** button.
3. Select **Power Saver**, and then press the **OK** button.
4. Press the **Up Arrow** or **Down Arrow** button to scroll to a selected Power Saver Timeout value. Select a larger value if you want to extend the length of time before the printer goes into Power Saver mode.
5. Press the **OK** button.

Using CentreWare IS

To change the Power Saver Timeout value using CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left sidebar, and then click **Warmup**.
5. Select a value from the **Power Saver Timeout** drop-down list.
6. Click the **Save Changes** button at the bottom of the page.

Changing Intelligent Ready Mode

Intelligent Ready mode is an automated system that:

- Monitors the printer's usage.
- Warms up the printer when you are most likely to need it based on past usage patterns.
- Activates the Power Saver mode when the printer times out.

To turn on/off the Intelligent Ready mode, use one of the following options:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To turn Intelligent Ready mode on/off on the control panel:

1. Select **Printer Setup**, and then press the **OK** button.
2. Select **Printer Controls**, and then press the **OK** button.
3. Select **Intelligent Ready**.
4. Press the **OK** button to turn on/off Intelligent Ready.
5. Select **Exit**, and then press the **OK** button to return to the main menu.

Using CentreWare IS

To select Intelligent Ready mode or to schedule warmup/standby settings using CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left sidebar, and then select **Warmup**.
5. Select **Intelligent Ready**, **Scheduled**, or **Job Activated** from the **Warmup Mode** drop-down list to change the setting.
6. If you selected **Scheduled** in Step 5, make selections for each day's warmup setting and standby setting.
7. Click the **Save Changes** button at the bottom of the screen.

Note: Although the control panel selections only enable you to turn Intelligent Ready mode on or off, CentreWare IS enables you to specify particular printer Warmup modes and settings.

Changing the Load Paper Timeout

When your print job is formatted for a type or size of paper that is not loaded in the printer, the printer's control panel displays a message requesting you to load the appropriate paper. The Load Paper Timeout value controls the amount of time the printer waits before printing on another type or size of paper.

To change the Load Paper Timeout value, use one of the following options:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To change the Load Paper Timeout value on the control panel:

1. Select **Paper Tray Setup**, and then press the **OK** button.
2. Select **Paper Handling Setup**, and then press the **OK** button.
3. Select **Load Paper Timeout**, and then press the **OK** button.
4. Scroll to the desired timeout value. The values (**None**, **1**, **3**, **5**, or **10** minutes, **1** hour or **24** hours) indicate the length of time you want the printer to wait for you to load paper before printing. If you select a value of **None**, the printer does not wait for paper to be inserted and immediately picks paper from the default tray.
5. Press the **OK** button to save the change.

Using CentreWare IS

To change the Load Paper Timeout value using CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left sidebar, and then select **Printer Defaults**.
5. Scroll to the desired **Load Paper Timeout** value in **Timeout Settings**. The values (**None**, **1**, **3**, **5**, or **10** minutes, **1** or **24** hours) indicate the length of time you want the printer to wait for you to load paper before printing. If you select a value of **None**, the printer does not wait for paper to be inserted and immediately picks paper from the default tray.
6. Click the **Save Changes** button at the bottom of the screen.

Setting the Control Panel Language

To select the default control panel language, use one of the following options:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To select the default language on the control panel:

1. Select **Printer Setup**, and then press the **OK** button.
2. Select **Control Panel Setup**, and then press the **OK** button.
3. Select **Language**, and then press the **OK** button.
4. Select the desired language, and then press the **OK** button.

Using CentreWare IS

To change the default control panel language using CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left sidebar, and then select **Printer Defaults**.
5. In the **User Preferences** area, select the language from the **Set Control Panel Language** drop-down list.
6. Click the **Save Changes** button at the bottom of the screen.

Setting the Printer Date and Time

Some printer features, like Scheduled Warmup mode and Job Accounting, rely on the printer date and time settings to initiate functions and report usage information. To change the printer date and time, use one of the following options:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To change the printer's date and time setting on the control panel:

1. Select **Printer Setup**, and then press the **OK** button.
2. Select **Printer Controls**, and then press the **OK** button.
3. Select **Date and Time**, and then press the **OK** button. The printer displays the current settings for the **Year**, **Month**, **Day**, **Hour**, **Minute**, and **Second**.
4. To change one of the date/time settings:
 - a. Select the appropriate setting, and then press the **OK** button.
 - b. Press the **Up Arrow** or **Down Arrow** button to select a value, and then press the **OK** button.

Using CentreWare IS

To change the printer's date and time setting using CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left sidebar, and then select **Date and Time**. The window displays the printer's current date and time setting.
5. To change the date or time, select the new values from the drop-down lists.
6. Click the **Save Changes** button at the bottom of the screen.

Setting the Timing for the Low Toner Warning Message

The printer detects when the toner is running low and displays a warning message on the control panel. You can set the supply level at which this warning message first appears.

To set the timing for the low toner warning message, use either:

- The printer's control panel
- CentreWare IS

Using the Control Panel

To change the timing for the low toner warning message on the control panel:

1. Select **Printer Setup**, and then press the **OK** button.
2. Select **Printer Controls**, and then press the **OK** button.
3. Select **Low Toner Warning Level**, and then press the **OK** button.
4. Select the remaining number of pages that can be printed after the Low Toner message appears. Use the **Up Arrow** and **Down Arrow** buttons to select the approximate number of pages remaining (**0** to **4500**).

Using CentreWare IS

To change the timing for the low toner warning message using CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **General** folder on the left sidebar, and then select **Printer Defaults**.
5. Select a value from the **Low Toner Warning Level** drop-down list to change the setting.
6. Click the **Save Changes** button at the bottom of the screen.

Printer Security

This section includes:

- [Selecting Administrative Settings](#) on page 5-12
- [Selecting Printing Security Settings](#) on page 5-13
- [Selecting the Secure Socket Layer \(SSL\) Settings](#) on page 5-13
- [Locking the Control Panel Menus](#) on page 5-13

CentreWare IS enables you to configure varying levels of user access, printer feature authorization, and control panel selections in the following settings:

- Administrative Security Settings
- Printing Security Settings
- Secure Socket Layer (SSL) Setting
- Control Panel Lockout Setting

For more information about these settings, click the **Help (?)** button in CentreWare IS.

Selecting Administrative Settings

Administrative settings in CentreWare IS enable you to select settings based on three levels of user security:

- **Any user:** Includes the majority of people who will be sending print jobs to the printer.
- **Key user:** A person who has some administrative responsibilities and who manages some or all of the printer functions.
- **Administrator:** The person with the ultimate management responsibility and authority for controlling all functions of the printer.

To prevent unauthorized changes to printer settings, select appropriate user rights in CentreWare IS:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left sidebar, and then select **Administrative Security Settings**.
5. Enter the appropriate **Administrator** and **Key User** information.
6. Select the appropriate feature authorization settings for each user category in the **Feature Authorization** table.
7. Click the **Save Changes** button at the bottom of the screen.

Selecting Printing Security Settings

Printing security settings enable you to:

- Remove unprinted secure, personal, and proof jobs.
- Overwrite hard drive security options.
- Select jam recovery options.

To set printing security settings:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left sidebar, and then select **Printing Security Settings**.
5. Select the appropriate options.
6. Click the **Save Changes** button at the bottom of the screen.

Selecting the Secure Socket Layer (SSL) Settings

To configure a secure connection between the printer and the server:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left sidebar, and then select **SSL**.
5. Select the appropriate options.
6. Click the **Save Changes** button at the bottom of the screen.

Locking the Control Panel Menus

Lock the control panel menus to prevent others from changing settings in the printer setup menus. To lock or unlock the printer's control panel menus:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select the **Security** folder on the left sidebar, and then select **Control Panel Lockout**.
5. Click the checkbox for each control panel menu item you want to lock.
6. Click the **Save Changes** button at the bottom of the page.

Analyzing Printer Usage

This section includes:

- [Job Accounting](#) on page 5-14
- [Usage Profile Reports](#) on page 5-15
- [MaiLinX Alerts](#) on page 5-16
- [Xerox Usage Analysis Tool](#) on page 5-17

Job Accounting

Job accounting is available through CentreWare IS and CentreWare Web.

The printer stores information about print jobs in a log file. The log file is stored either in the printer's memory or on an optional hard drive if one is installed in the printer. If the log file is stored in the printer's memory, it is lost when the printer is reset. It is recommended that a hard drive be used for job accounting.

The log file lists job records. Each record contains fields such as user name, job name, pages printed, job times, and toner or ink used. Not all fields are supported by all printers. For more information, go to the *CentreWare IS Online Help* or *CentreWare Web Online Help*.

The job accounting values reported vary depending on the protocol and print command used when each job was printed. For example, using NPRINT over NetWare provides the printer with the most information about the job being printed. When using Windows and NetWare, the job name is often LST: or LST:BANNER. Other jobs from other ports may provide less information about the job.

Using CentreWare IS

To access job accounting information using CentreWare IS:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. On the right side of the main CentreWare IS page, click **Jobs**.

The Job Accounting Links page provides links that enable you to browse, download, and clear job accounting records.

For complete information on CentreWare IS job accounting, including clearing job information, downloading job information to a file, and job accounting file formats, click the **Help** button in CentreWare IS to go to the *CentreWare IS Online Help*.

Usage Profile Reports

The printer generates reports accessible through CentreWare IS that detail device usage. Usage profile reports track multiple items, including:

- Printer information, such as printer name, date installed, total pages printed, options installed, and network ID.
- Supplies usage data, such as toner or ink. By tracking supplies usage, you can order supplies before they reach their end of life.
- Media and tray information, such as how often prints are made on paper compared to transparencies, and how often each tray is used.
- Job characteristics, such as size and timing of jobs.

Setting Up Usage Profile Reporting

To set up usage profile reporting:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Select **Jobs**.
4. Select **Usage Profile Reports** on the left sidebar.
5. Click the **Usage Profile Properties** link. Follow the instructions on the page to set up reports.
6. Click the **Save Changes** button at the bottom of the screen.

For complete information about usage profile reporting, including descriptions of each field in the report, click the **Help** button in CentreWare IS to go to *CentreWare IS Online Help*.

Using CentreWare IS

To send a usage profile report using CentreWare IS:

1. Enter the printer's IP address in your browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
2. Click **Jobs**.
3. Select **Usage Profile Reports** on the left sidebar.
4. Enter the desired email address in the **Send to Specific Address** field.
5. Click the **Send Usage Profile Report** button.

Note: To send usage profile reports using email, MaiLinX must be properly set up. See [MaiLinX Alerts](#) on page 5-16.

MaiLinX Alerts

MaiLinX alerts enable the printer to automatically send email to the system administrator and others under the following conditions:

- When printer errors, warnings, and alerts occur.
- When the printer requires attention (for example, when service is required or supplies need to be replenished).
- When a reply to a CentreWare IS Remote Internet Printing message is desired. For more information about CentreWare IS Remote Internet printing, click the **Help** button in CentreWare IS to go to *CentreWare IS Online Help*.

Three designated users can receive messages:

- SysAdmin
- Service
- Key

Printer messages reporting errors, alerts, and warnings can be individually assigned to any of these users. You can customize the message text and the subject line in the Status Notification messages. Status Notification is supplied by the printer's Simple Mail Transport Protocol (SMTP) client.

Setting Up CentreWare IS Status Notification

To set up status notification using CentreWare IS:

1. Launch your web browser.
2. Enter the printer's IP address in the browser's **Address** field (<http://xxx.xxx.xxx.xxx>).
3. Click **Properties**.
4. Select **Mail Alerts** on the left sidebar. Follow the instructions on the page to select mail alert options.
5. Click the **Save Changes** button at the bottom of the screen.

For complete information about CentreWare IS Status Notification, click the **Help** button in CentreWare IS to go to *CentreWare IS Online Help*.

Xerox Usage Analysis Tool

The Xerox Usage Analysis Tool is a Windows client/server application that enables system administrators to automatically track Xerox printer usage and obtain job accounting records. The tool supports large networks with many users and printers. Job accounting and printer usage data is stored in a database. The application can be run on multiple clients using a single server. The data can be exported to a spreadsheet for viewing, analysis, and billing.

Go to www.xerox.com/office/uat for complete information about using the Xerox Usage Analysis Tool provided by the application's online help system.

A Printer Specifications

Physical Specifications

Printer

- Width: 429 mm (17.2 in.)
- Depth: 580 mm (23.2)
- Height: 457 mm (18.3 in.)
- Weight: 35 kg (77 lb.)

Optional 550-Sheet Feeder

- Width: 429 mm (17.2 in.)
- Depth: 509 mm (20.4 in.)
- Height: 130 mm (5.2 in.)
- Weight: 6.8 kg (15 lb.)

Optional 1100-Sheet High-Capacity Feeder

- Width: 429 mm (17.2 in.)
- Depth: 509 mm (20.4 in.)
- Height: 341 mm (13.42 in.)
- Weight: 21 kg (46 lb.)

Environmental Specifications

Temperature

- Storage: 0–35 degrees C /32–95 degrees F
- Operating: 5–32 degrees C / 41–90 degrees F
- Optimal Print Quality Range: 15–28 degrees C

Relative Humidity

- Storage: 15% – 85%
- Operating: 15% – 85%
- Optimal Print Quality Range: 20% – 70%

Electrical Specifications

Available in five (5) configurations: Phaser 6300N, 6300DN, 6350DP, 6350DT, 6350DX

- 110–127 VAC, 50/60 Hz
- 220–240 VAC, 50/60 Hz
- ENERGY STAR qualified printer

Performance Specifications

Resolution

- 2400 dpi

Print Speed

- Phaser 6350 printer: Up to 36 pages per minute (ppm) color, black and white
- Phaser 6300 printer: Up to 26 ppm color and 36 ppm black and white

Controller Specifications

- 800 MHz processor

Memory

- 256 MB PC333 DRAM standard on Phaser 6300N, 6300DN, and 6350DP configurations
- 512 MB PC333 DRAM standard on Phaser 6350DT and 6350DX configurations
- Upgradeable to a total of 1 GB

Page Description Languages (PDL)

- PCL
- Adobe PostScript 3

Fonts

- PostScript
- PCL

Interfaces

- Ethernet 10BaseT and 100BaseTx
- USB

B Regulatory Information

Xerox has tested this product to electromagnetic emission and immunity standards. These standards are designed to mitigate interference caused or received by this product in a typical office environment.

United States (FCC Regulations)

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy. If it is not installed and used in accordance with these instructions, it may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiver.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/television technician for help.

Any changes or modifications not expressly approved by Xerox could void the user's authority to operate the equipment. To ensure compliance with Part 15 of the FCC rules, use shielded interface cables.

Canada (Regulations)

This Class B digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la classe B est conforme à la norme NMB-003 du Canada.

European Union (Declaration of Conformity)

Xerox Corporation declares, under our sole responsibility, that the product to which this declaration relates is in conformity with the following standards and other normative documents:

Low Voltage Directive 73/23/EEC as amended

EN 60950:2000

Electromagnetic Compatibility Directive 89/336/EEC as amended

EN 55022:1998+A1:2000 +A2:2003

EN 55024:1998+A1:2000 +A2:2003

EN 61000-3-2:2000

EN 61000-3-3:1995+A1:2000

Radio & Telecommunications Terminal Equipment Directive 1999/5/EC as amended

EN 300 330-2 V1.1.1

EN 300 440-2 V1.1.1

EN 301 489-3 V1.3.1

This product, if used properly in accordance with the user's instructions, is neither dangerous for the consumer nor for the environment.

A signed copy of the Declaration of Conformity for this product can be obtained from Xerox.

C Material Safety Data Sheet

For Material Safety Data information regarding your Phaser 6300/6350 printer, go to www.xerox.com/office/msds. For the Customer Support Center phone numbers, see the information sheet that shipped with your printer or go to www.xerox.com/office/contacts.

D Product Recycling and Disposal

All Countries

If you are managing the disposal of your Xerox product, please note that the product contains lead, mercury, and other materials whose disposal may be regulated due to environmental considerations in certain countries or states. The presence of lead and mercury is fully consistent with global regulations applicable at the time that the product was placed on the market.

European Union

Some equipment may be used in both a domestic/household and a professional/business application.

Domestic/Household Environment



Application of this symbol on your equipment is confirmation that you should not dispose of the equipment in the normal household waste stream.

In accordance with European legislation, end of life electrical and electronic equipment subject to disposal must be segregated from household waste.

Private households within EU member states may return used electrical and electronic equipment to designated collection facilities free of charge. Please contact your local disposal authority for information.

In some member states, when you purchase new equipment, your local retailer may be required to take back your old equipment free of charge. Please ask your retailer for information.

Professional/Business Environment



Application of this symbol on your equipment is confirmation that you must dispose of this equipment in compliance with agreed national procedures.

In accordance with European legislation, end of life electrical and electronic equipment subject to disposal must be managed within agreed procedures.

Prior to disposal, please contact your local dealer or Xerox representative for end of life takeback information.

North America

Xerox operates an equipment takeback and reuse/recycle program. Contact your Xerox sales representative (1-800-ASK-XEROX) to determine whether this Xerox product is part of the program. For more information about Xerox environmental programs, visit www.xerox.com/environment.html or for recycling and disposal information, contact your local authorities.

In the United States, you may also refer to the Electronic Industries Alliance website at www.eiae.org.

Other Countries

Please contact your local waste authorities and request disposal guidance.

E

Acknowledgements

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