

Infoprint Color 1220



# Setup Guide



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# Setup Guide

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## FCC emissions information


This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

(1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Any questions on this statement should be directed to your point of purchase.

Refer to the publications CD for details.

## Safety information

- If your product is NOT marked with this symbol , it MUST be connected to an electrical outlet that is properly grounded.
- The power cord must be connected to an electrical outlet that is near the product and easily accessible.
- Refer service or repairs, other than those described in the operating instructions, to a professional service person.
- This product is designed, tested, and approved to meet strict global safety standards with the use of specific Lexmark components. The safety features of some parts may not always be obvious. Lexmark is not responsible for the use of other replacement parts.
- Your product uses a laser.  
**CAUTION: Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous radiation exposure.**
- Your product uses a printing process that heats the print media, and the heat may cause the media to release emissions. You must understand the section in your operating instructions that discusses the guidelines for selecting print media to avoid the possibility of harmful emissions.

## Conventions

It may help you to recognize the caution, note, and warning conventions used in this book. These appear in the left column for easy reference.

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**CAUTION!** A caution identifies something that could cause you harm.

---

**Note:** A note provides information you may find useful.

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**Warning!** A warning identifies something that could damage your printer hardware or software.

## Attention!



This symbol identifies static-sensitive parts. Do not touch in the areas near these symbols without first touching the metal frame of the printer.

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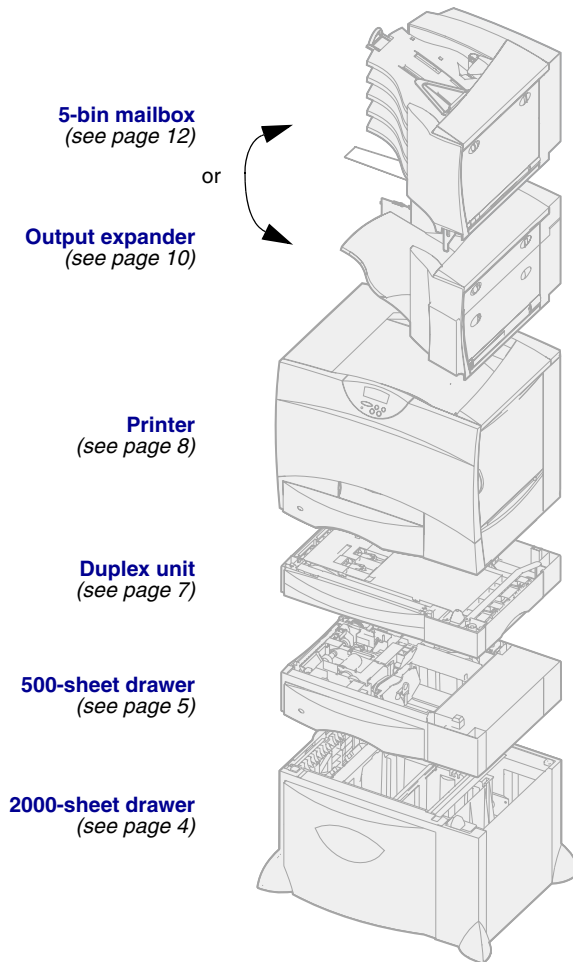
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# Introduction

## About your printer



Your printer is available in four models:

- A base model, with 1200 dots per inch (dpi) resolution, 64MB of standard memory, one 500-sheet tray, and USB and parallel connectors
- A network model, which has an Ethernet 10BaseT/100BaseTx print server installed, and USB and Ethernet connectors
- A network internet model with an ImageQuick firmware card installed
- A network model with duplexing capabilities, 128MB of standard memory, and one additional 500-sheet drawer

If you purchased a multifunction printer that scans, copies, and faxes, refer to the documentation that came with the device for information about setting up components other than the printer.

There are several different configuration options for your printer. Launch the publications CD and click Printer Overview for information about configuration options.

## **Other sources of information**

If you need more information after you have completed setup, refer to the other printer documentation.

### ***Publications CD***

The publications CD provides information about loading paper, clearing error messages, ordering and replacing supplies, installing maintenance kits, and troubleshooting. It also provides general information for administrators.

### ***Quick Reference and Clearing Jams cards***

The *Quick Reference* card and *Clearing Jams* card provide easy access to information about loading print media, printing confidential jobs, understanding common printer messages, and clearing paper jams.

### ***Drivers CD***

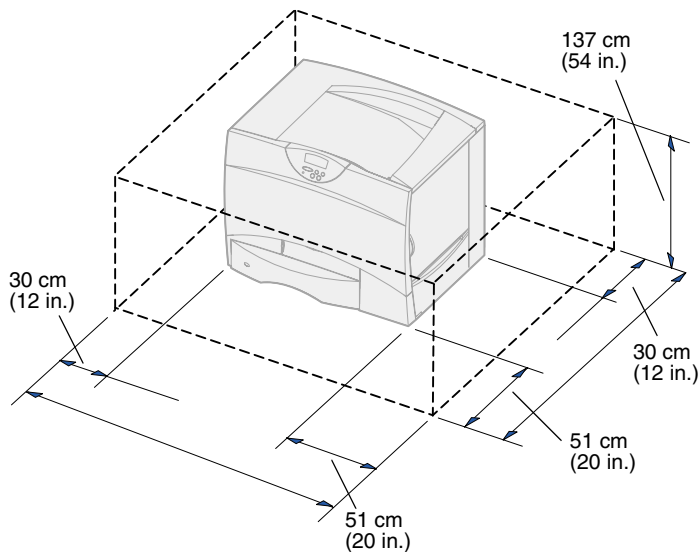
The drivers CD contains all the printer drivers necessary to get your printer up and running.

It also contains MarkVision™ Professional, other printer utilities, screen fonts, and additional documentation.



# Step 1: Unpack the printer

**CAUTION!** The printer weighs 47.7 kg (105 lb) and requires at least two people to lift it safely.



## 1 Select a location for your printer:

- Leave enough room to open the printer trays, covers, and doors; access options; and allow for proper ventilation.
- Provide the proper environment:
  - A firm, level surface
  - Away from the direct airflow of air conditioners, heaters, or ventilators
  - Free of temperature, sunlight, or humidity extremes or fluctuations
  - Clean, dry, and free of dust

**Note:** Leave the printer in the box until you are ready to install it. Then have someone help you lift it using the handholds (see “Positioning the printer” on page 8).

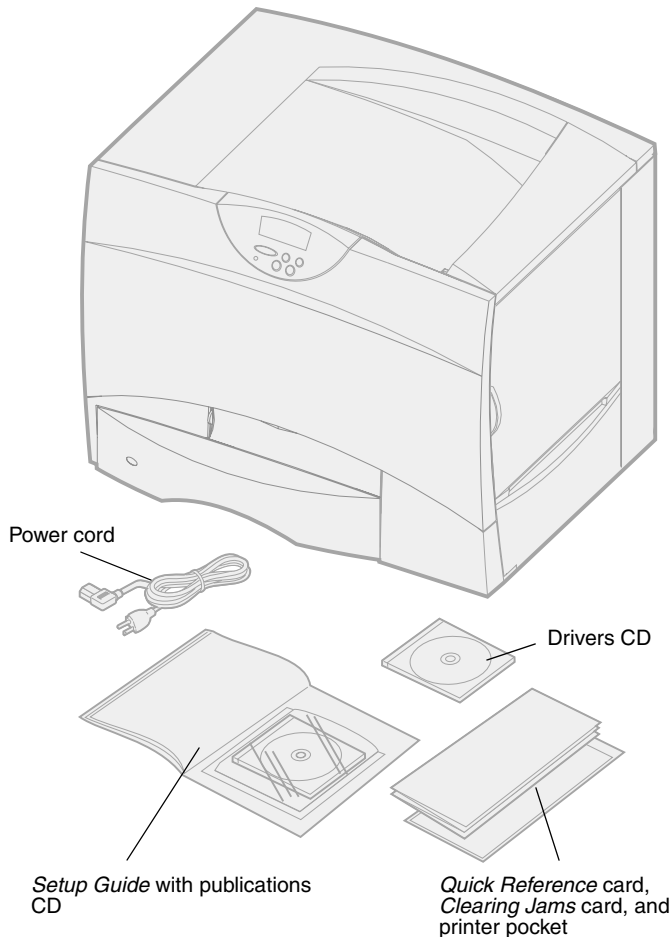
**2** Remove all items *except the printer* from the box.

Make sure you have the following items:

- Printer with one 500-sheet tray
- Power cord
- Four print cartridges (preinstalled)
- *Setup Guide* with a publications CD
- *Quick Reference* card, *Clearing Jams* card, and printer pocket
- Drivers CD

If any items are missing or damaged, contact your point of purchase.

Save the carton and packing materials in case you need to repack the printer.



# Step 2: Set up the printer and paper handling options

**Note:** Be sure to set up the items in the order listed in the table.

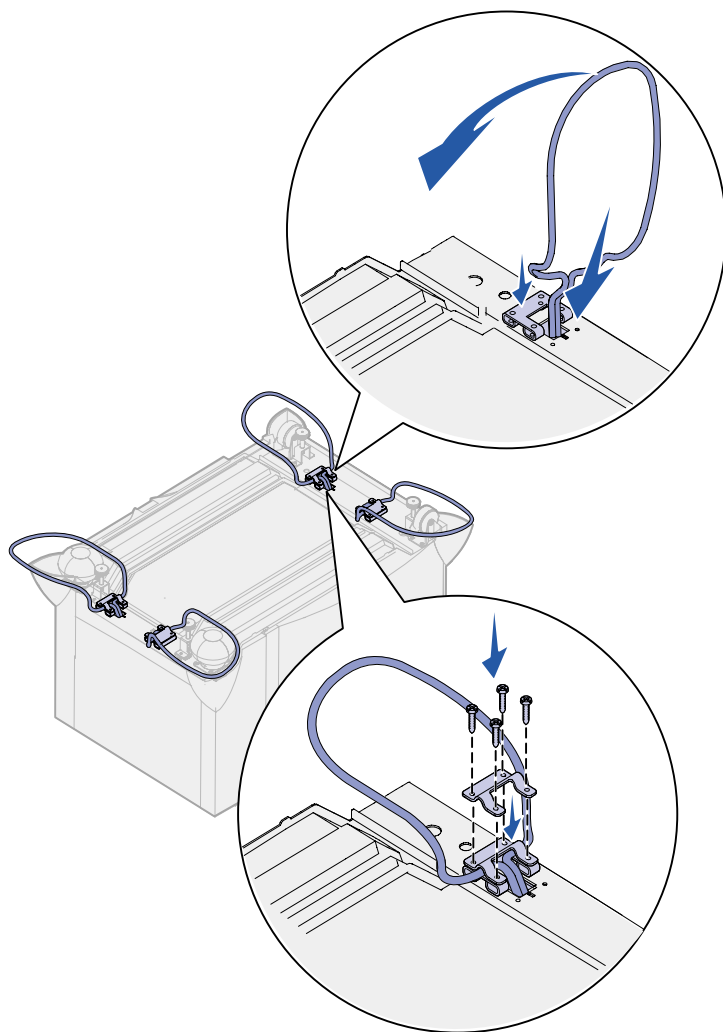
Use the following table to locate the instructions you need to set up your printer and any paper handling options you may have purchased.

Topic	Go to page...
Installing a 2000-sheet drawer	4
Installing a 500-sheet drawer	5
Installing a duplex unit	7
Positioning the printer	8
Installing an output expander	10
Installing a 5-bin mailbox	12

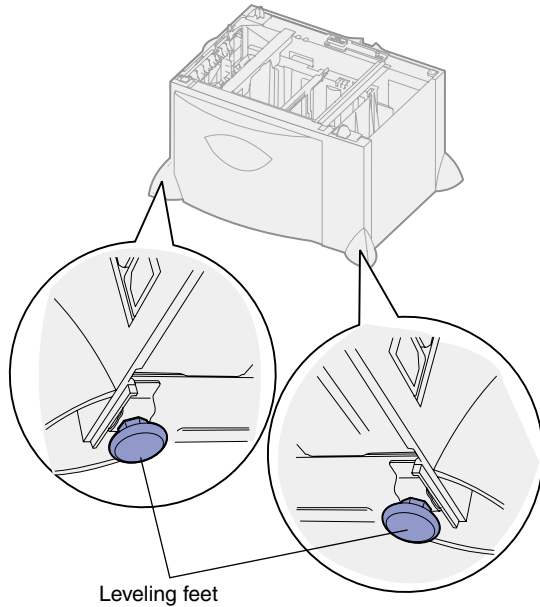
## Installing a 2000-sheet drawer

Your printer supports one optional 2000-sheet drawer.

**Warning!** If you have an optional duplex unit, you must install one 500-sheet drawer between the duplex unit and the 2000-sheet drawer.



- 1** Unpack the 2000-sheet drawer and remove any packing material.
- 2** Place the drawer in the location you have chosen for your printer.
- 3** If you are installing a 500-sheet drawer on top of the 2000-sheet drawer, attach stabilizing bars to each corner.
  - a** Turn the drawer upside down.
  - b** Place the lower bracket piece over the holes on the drawer.
  - c** Insert the stabilizing bar into the opening by the bracket and then lay it flat.
  - d** Place the upper bracket piece over the bar, aligning its holes with the holes in the lower bracket piece.
  - e** Screw the bracket into place using four screws.
  - f** Repeat steps b–e for the remaining three corners.
  - g** Turn the drawer right-side up.



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**Note:** You will install the power cord for the 2000-sheet drawer later.

## Installing a 500-sheet drawer

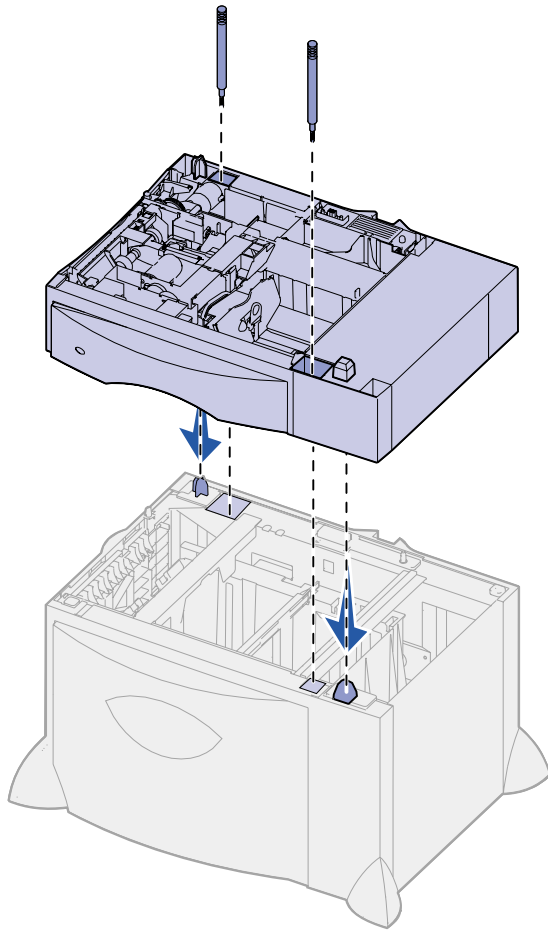
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**Warning!** If you have an optional duplex unit and a 2000-sheet drawer, you must install one 500-sheet drawer between the duplex unit and the 2000-sheet drawer.

- 4 Adjust the four leveling feet on the bottom of the drawer.
- 5 Continue with “Installing a 500-sheet drawer” on page 5 or “Positioning the printer” on page 8.

Your printer supports up to three additional 500-sheet drawers. However, if you install a 2000-sheet drawer, you can only add one additional 500-sheet drawer.

- 1 Unpack the 500-sheet drawer and remove any packing material.



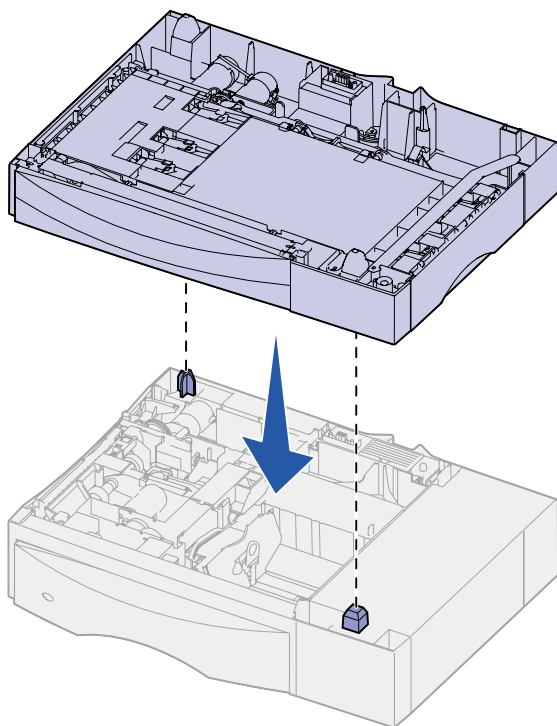
- 2** Place the drawer in the location you have chosen for your printer or install it on another drawer:
  - a** Align the holes in the 500-sheet drawer with the positioning posts on the lower drawer.
  - b** Lower the 500-sheet drawer into place. Make sure it is seated securely on the other drawer.
- 3** If you are installing a 500-sheet drawer on top of a 2000-sheet drawer, secure them with stabilizing screws.
  - a** Insert the screws through the holes next to the positioning posts on the 500-sheet drawer.
  - b** Hand-tighten the screws.

Even when fully inserted, the screws allow some space between the drawers.
- 4** Install another 500-sheet drawer, or continue with “Installing a duplex unit” on page 7 or “Positioning the printer” on page 8.

## Installing a duplex unit

Your printer supports an optional duplex unit that lets you print on both sides of a sheet of paper.

**Warning!** If you have a 2000-sheet drawer, you must install one 500-sheet drawer between the duplex unit and the 2000-sheet drawer.



- 1** Unpack the duplex unit and remove any packing material.
- 2** Place the duplex unit in the location you have chosen for your printer or install it on a 500-sheet drawer:
  - a** Align the positioning posts on the drawer with the holes in the duplex unit.
  - b** Lower the duplex unit into place. Make sure it is seated securely on the drawer.
- 3** Continue with “Positioning the printer” on page 8.

## Positioning the printer

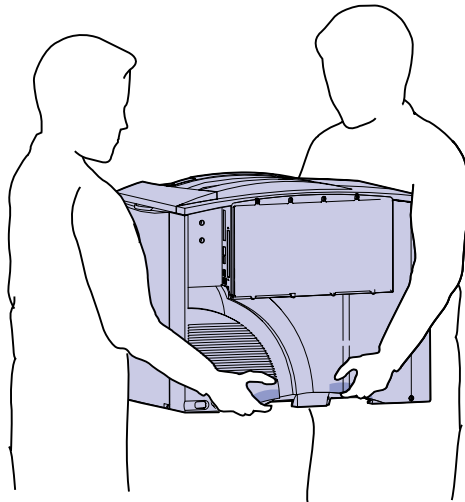
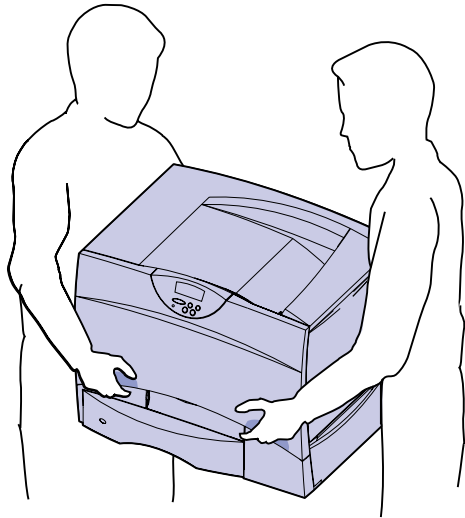
Once you have selected a location and set up any optional drawers or a duplex unit, you are ready to position the printer.

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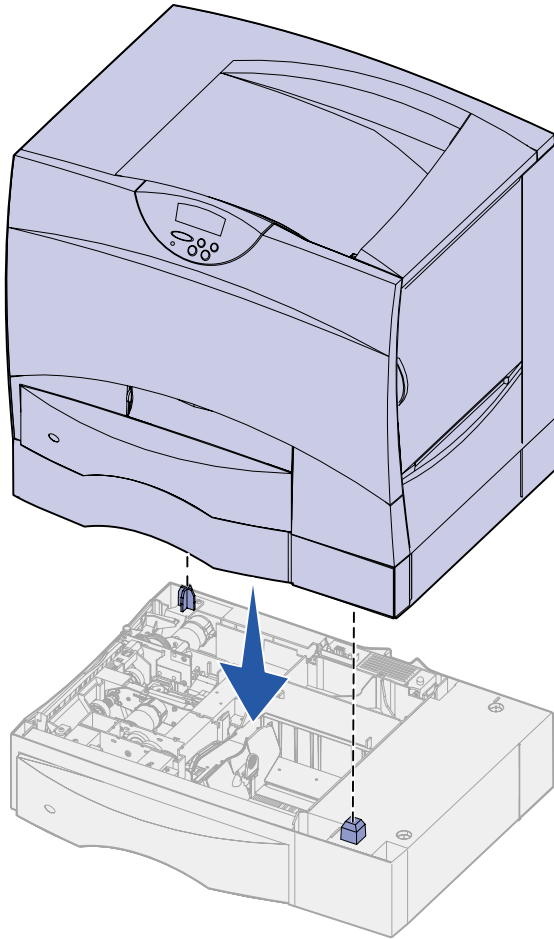
**CAUTION!** The printer weighs 47.7 kg (105 lb) and requires at least two people to lift it safely.

- 1 Have someone help you lift the printer out of the box.

Use the handholds on the front and rear of the printer.







- 2** Have someone help you place the printer in the location you have chosen.

If you are installing the printer on an optional drawer or a duplex unit, align the positioning posts on the option with the holes in the printer. Make sure the printer is seated securely on the option.

- 3** Remove any tape or packing material from the outside of the printer.

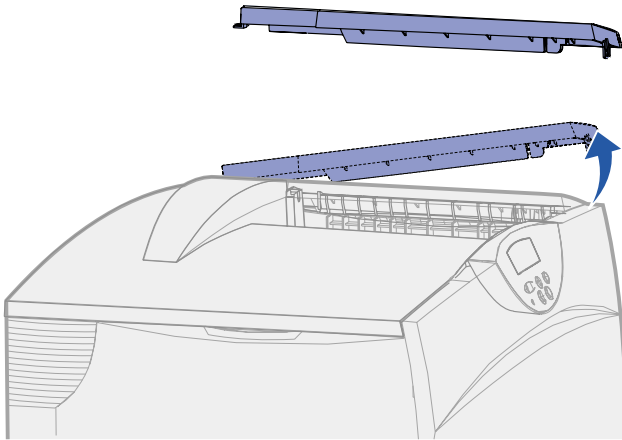
## Installing an output expander

Your printer supports an optional output expander that lets you stack up to 650 sheets of paper in one bin.

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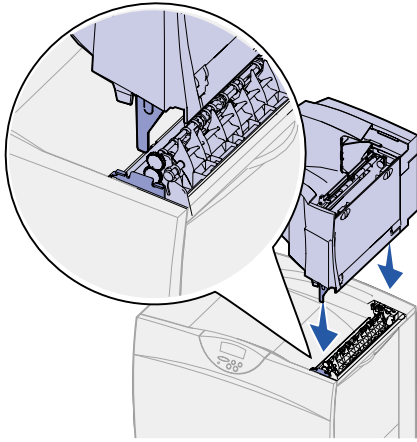
**Note:** After you unpack the output expander, install it immediately. Otherwise, the edges of the mounting brackets could damage tabletops or fabrics.

- 1 Unpack the output expander and remove any packing material.
- 2 Remove the printer top cover.

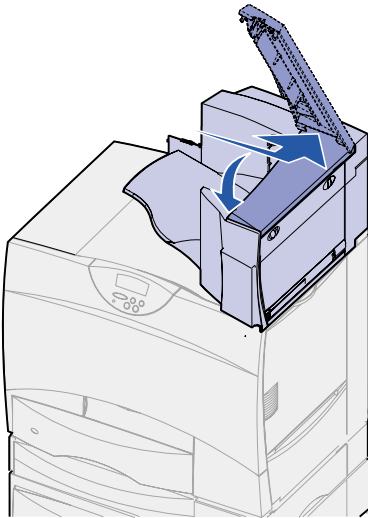


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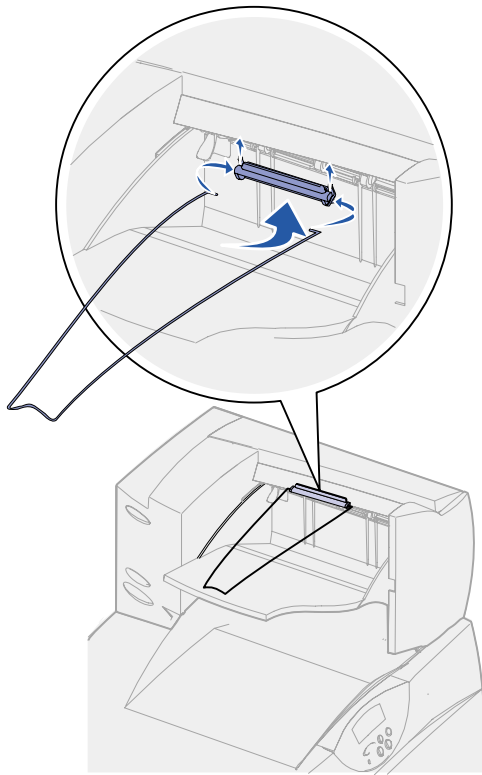
**Warning!** The output expander tray is designed to hold the weight of print material only. Do not use it as a shelf; excess weight may cause it to disengage from the output expander.



- 3** Align the mounting brackets on the bottom of the output expander with the slots in the top of the printer.
- 4** Lower the output expander into place.



- 5** Attach the printer top cover to the output expander.



- 6** Attach the output expander paper bail to the top cover.
- 7** Go to "Step 3: Set up the print supplies" on page 15.

## Installing a 5-bin mailbox

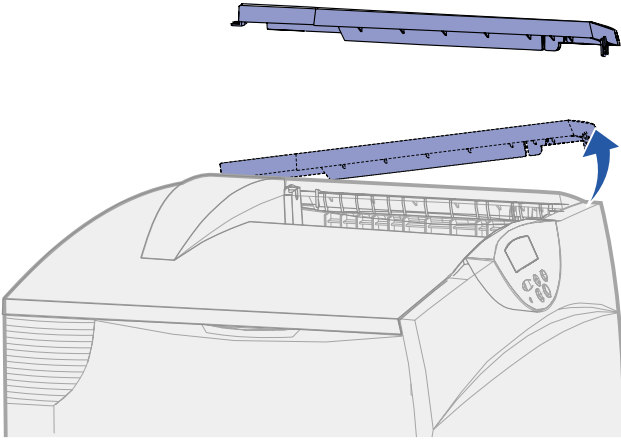
Your printer supports a 5-bin mailbox that lets you collate and stack up to 500 sheets of paper.

---

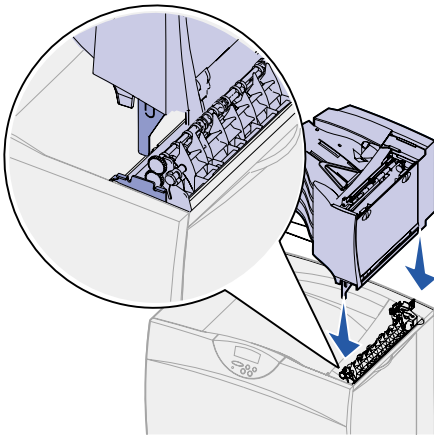
**Note:** After you unpack the mailbox, install it immediately. Otherwise, the edges of the mounting brackets could damage tabletops or fabrics.

- 1** Unpack the mailbox and remove any packing material.

- 2 Remove the printer top cover.

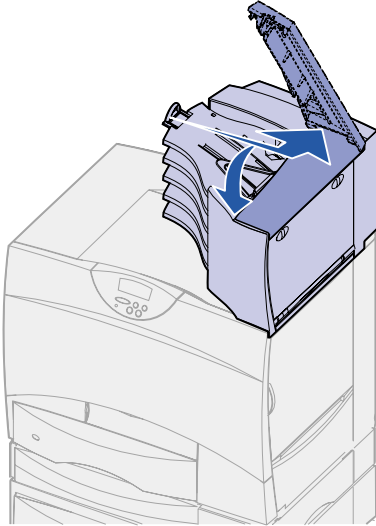


**Warning!** The mailbox is designed to hold the weight of print material only. Do not use it as a shelf; excess weight may damage it.

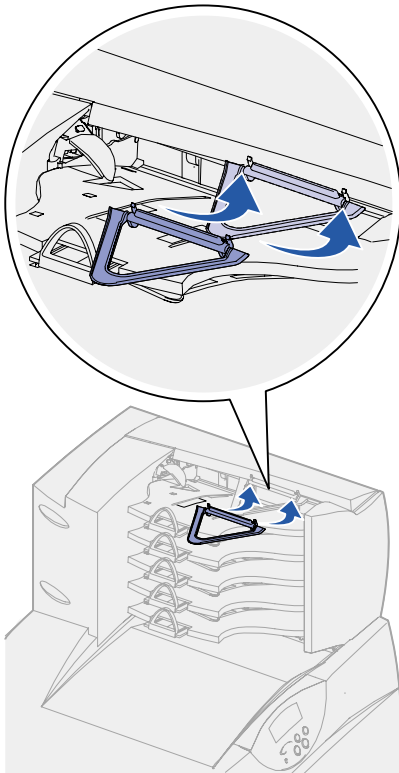


- 3 Align the mounting brackets on the bottom of the mailbox with the slots in the top of the printer.
- 4 Lower the mailbox into place.

- 5** Attach the printer top cover to the mailbox.



- 6** Attach the mailbox paper bail to the top cover.



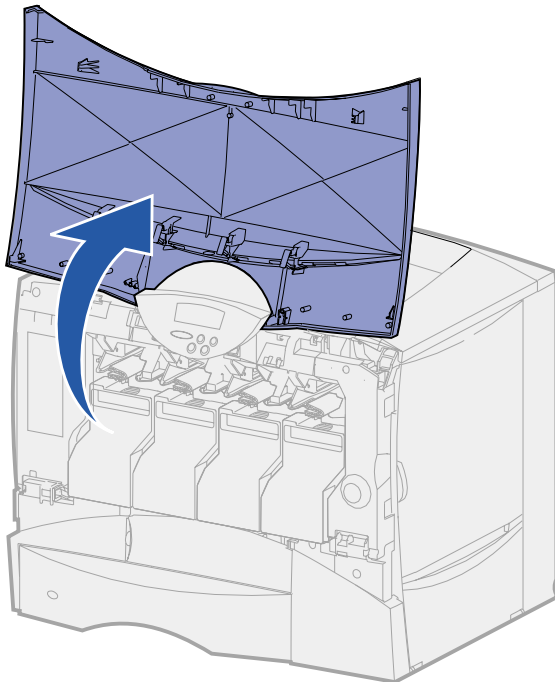
# Step 3: Set up the print supplies

This step describes how to prepare the print cartridges and remove the packing materials inside the printer.

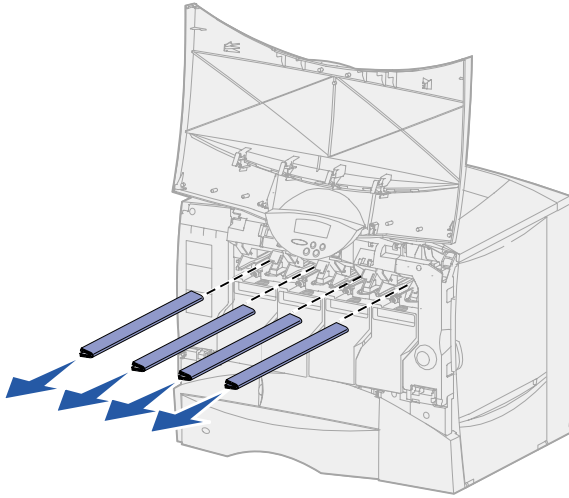
**To avoid damage, do not turn on the printer until you have completed this step and removed all packing materials.**

## Setting up the print cartridges

- 1 Open the printer front cover.

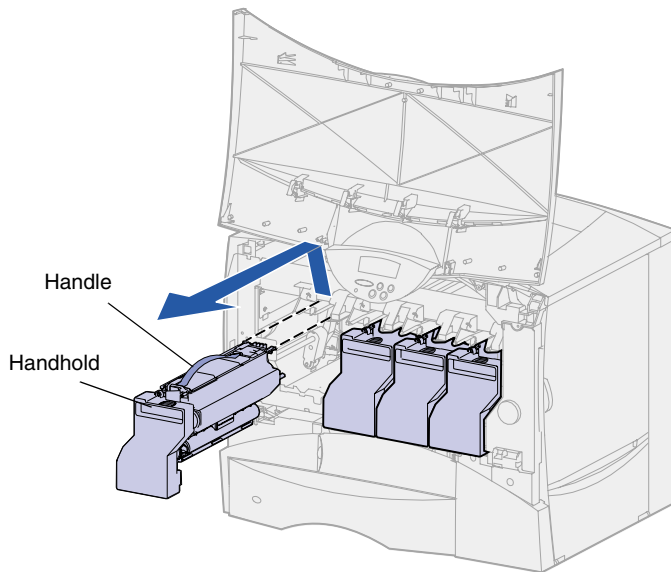


- 2** Remove the packing material on top of the cartridges.

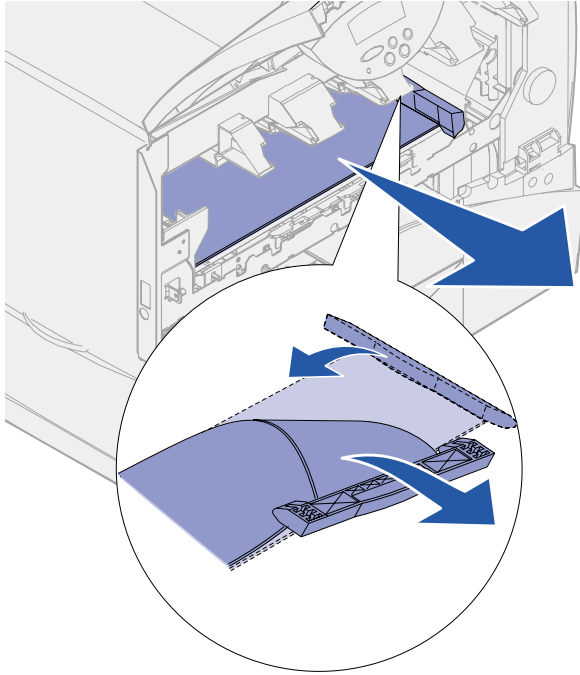


- 3** Remove the print cartridges. For each cartridge:

- a** Pull up slightly on the handhold.
- b** Pull the cartridge straight out and use the handle to lift it off the guides.
- c** Set the cartridge on a hard, flat, clean surface in the upright position.







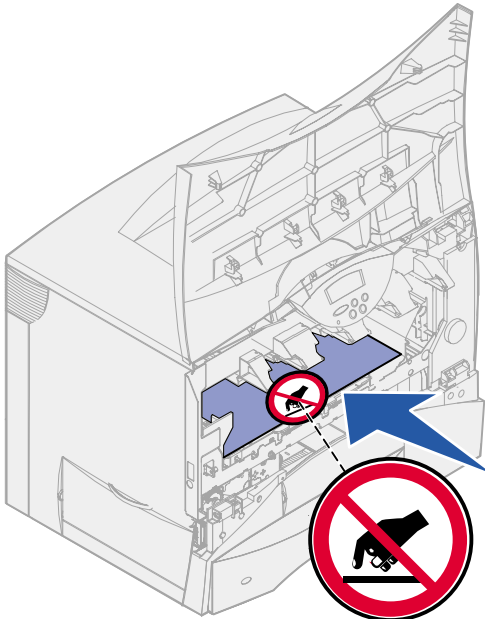
**4** Remove the packing material from the image transfer unit belt:

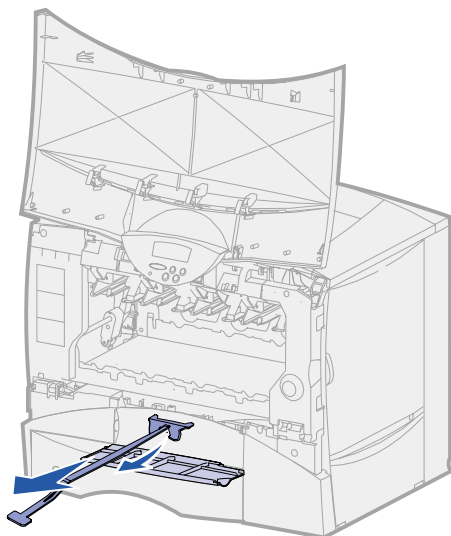
- a** Grasp the material located on the right side on the inside of the machine.
- b** Gently but firmly pull the material up and out of the printer.

Make sure you also remove the packing material covering the top of the transfer belt.

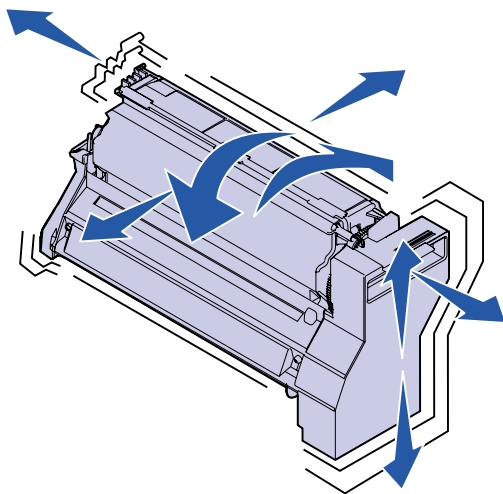
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**Warning!** Do not touch the image transfer unit belt with your fingers.





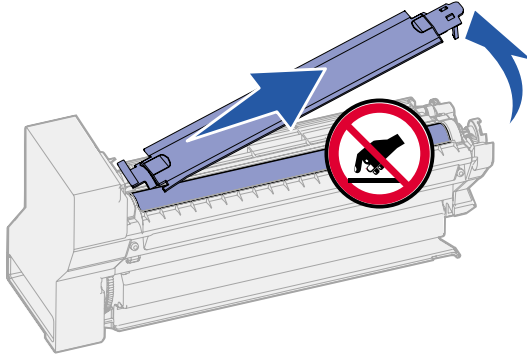
- 5** Open the front access door and pull the plastic shim out of the printer.



- 6** Reinstall the print cartridges. For each cartridge:
- a** Shake the cartridge in all directions to distribute the toner.
  - b** Turn the cartridge over so that the handle is on the bottom.

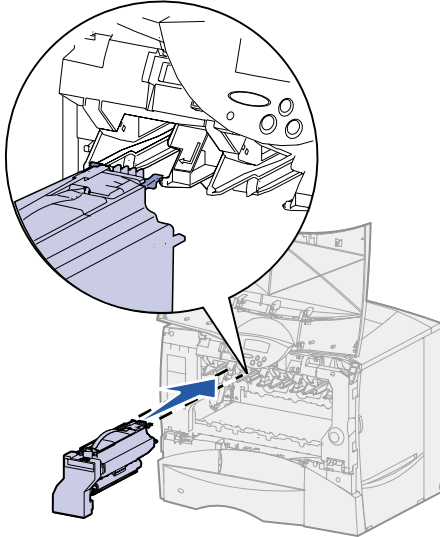
---

**Warning!** Failure to remove the packing material from the print cartridges damages the printer.



---

**Warning!** Do not touch the photoconductor drum on the bottom of the print cartridge.

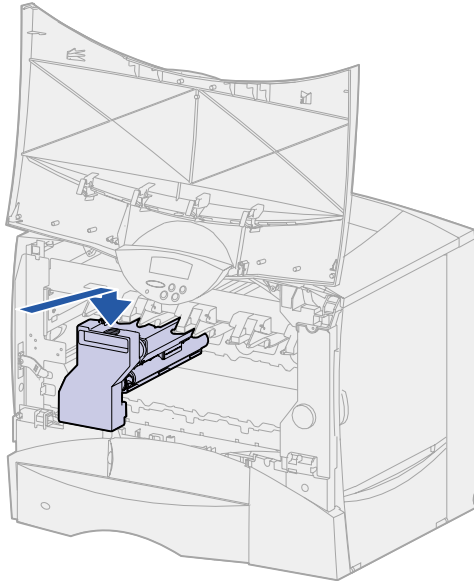


- c** Remove the plastic packing material from the photoconductor drum.  
Discard the packing material.
- d** Turn the cartridge so that the handle is on the top.

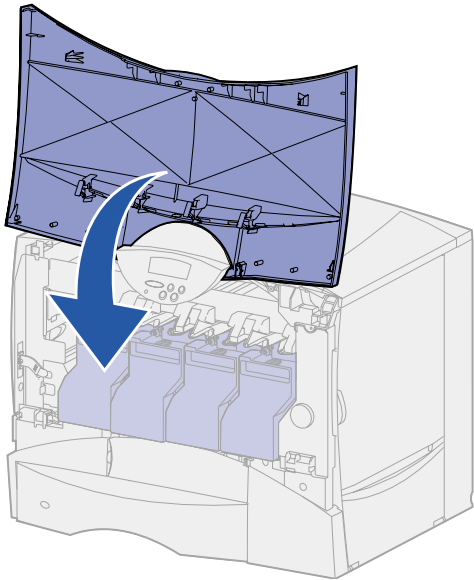
- e** Holding the cartridge by the handle, rest the spokes on the cartridge on top of the guides inside the printer.  
Be sure to match the cartridge color with the colored label in the printer.

- f** Slide the cartridge in as far as it will go.

The cartridge lowers into place.

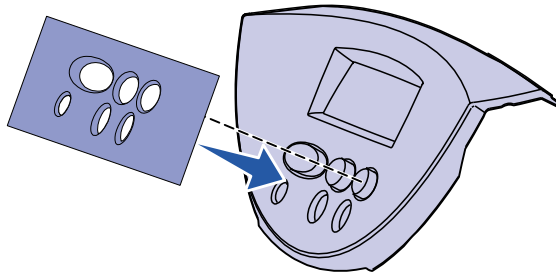


- 7** Close the front cover.



**Warning!** If the front cover does not close completely, reopen the cover and press in firmly on the cartridges to make sure they are fully seated.

## Attaching an adhesive operator panel overlay



If English is not your preferred language and your printer shipped with an adhesive operator panel overlay, attach the overlay that has the appropriately translated button names:

- 1** Locate the adhesive overlay packaged with your printer.
- 2** Peel the protective backing off the overlay.
- 3** Align the holes in the overlay with the buttons on the operator panel, and then press it into place.
- 4** Peel the protective covering away from the overlay.

Refer to the publications CD for instructions on changing the language of the text displayed on the operator panel.

### What do I do next?

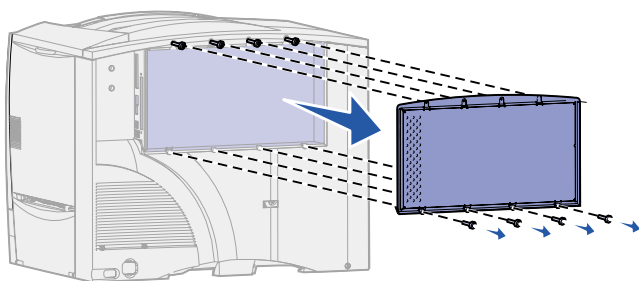
Task	Go to page...
Install memory and option cards	22
Load paper	31

# Step 4: Install memory and option cards

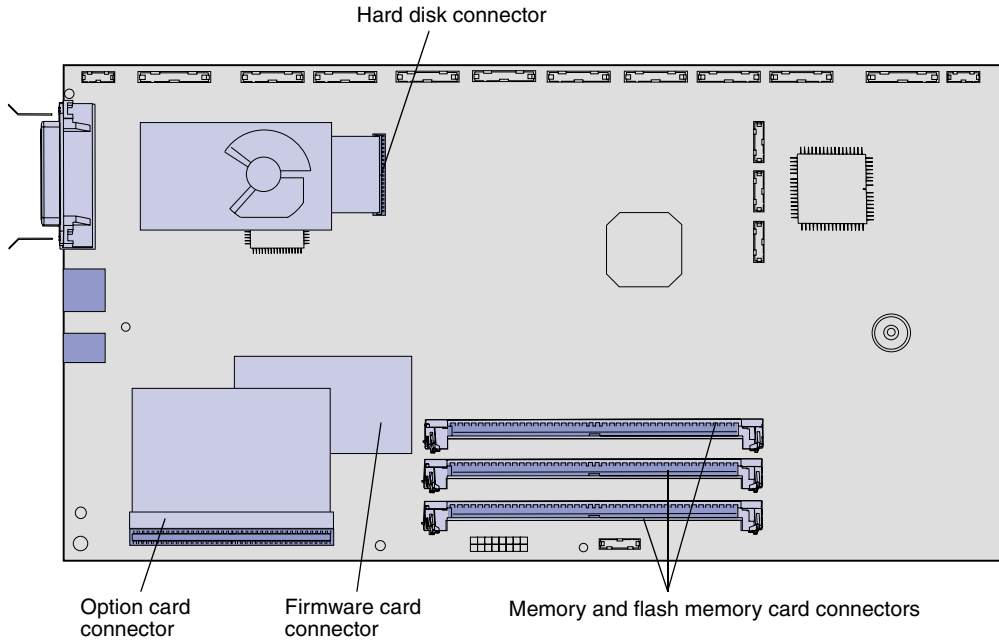
**CAUTION!** If you are installing memory or option cards sometime after setting up the printer, turn the printer off and unplug the power cord and any other cables before continuing.

You can customize your printer memory capacity and connectivity by adding optional cards or hard disk.

## Removing the system board access cover



- 1** Locate the access cover on the back of the printer.
- 2** Loosen the four screws at the top of the access cover, but do not remove the screws completely.
- 3** Remove the four screws at the bottom of the cover.
- 4** Slide the cover down to remove it.
- 5** Use the illustration on page 23 to locate the connector for the card you want to install.



**6** Use the following table to locate the instructions you need.

To install a...	Go to page...
Memory card	24
Firmware card	25
Hard disk	26
Option card	28

## Installing a memory card

Follow the instructions in this section to install either a printer memory card or a flash memory card. Memory cards must have 168-pin connectors.

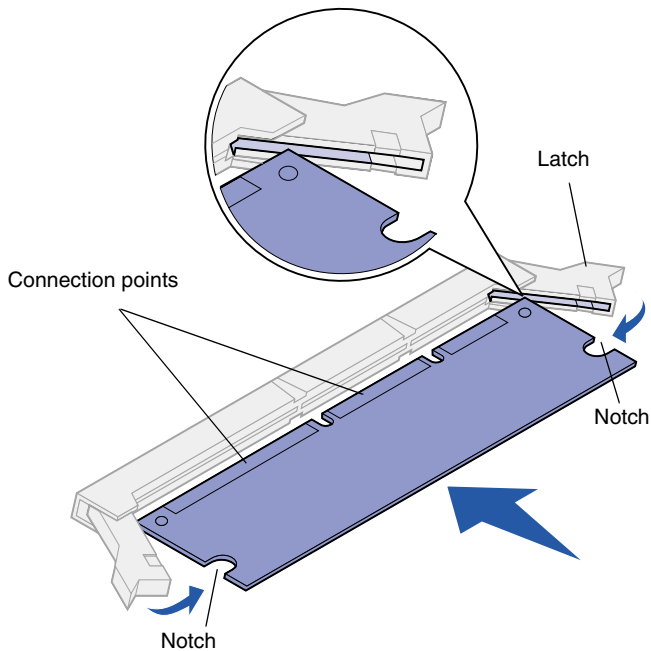
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**Note:** Memory options designed for other printers may not work with your printer.

The system board has three connectors for optional memory cards. You can install any combination of printer memory and flash memory cards in the connectors. However, the printer only recognizes one flash memory card at a time.

---

**Warning!** Printer memory and flash memory cards are easily damaged by static electricity. Touch something metal on the printer before you touch a memory card.



- 1** Remove the system board access cover (see page 22).
- 2** Unpack the memory card.  
Avoid touching the connection points along the edge of the card. Save the packaging.
- 3** Push open the latches on both ends of the memory connector you want to use.
- 4** Align the notches on the bottom of the card with the notches on the connector.
- 5** Push the memory card firmly into the connector until the latches on either end of the connector *snap* into place.  
It may require some force to fully seat the card.
- 6** Make sure each latch fits over the notch on the end of the card.



## Installing a firmware card

**Note:** Firmware cards designed for other printers may not work with your printer.

**Warning!** Firmware cards are easily damaged by static electricity. Touch something metal on the printer before you touch a card.

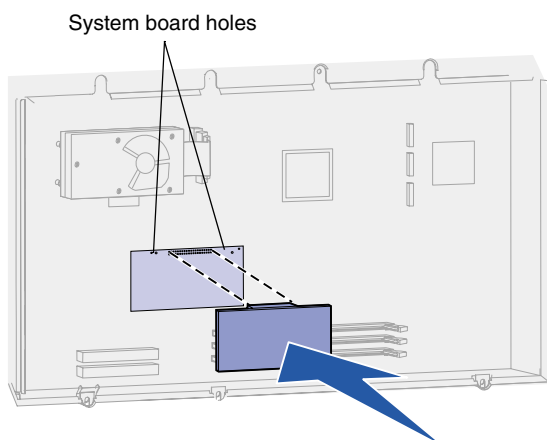
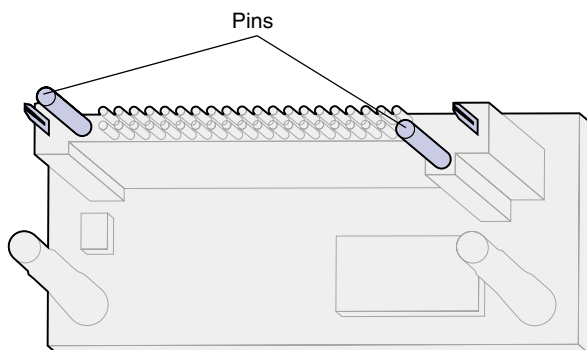
Follow the instructions in this section to install a firmware card.

If an option card has been installed, you must remove it before installing the firmware card.

If your printer is a network internet model, an ImageQuick™ firmware card is already installed.

- 1 Remove the system board access cover (see page 22).
- 2 Unpack the firmware card.

Avoid touching the metal pins on the bottom of the card. Save the packaging.



- 3 Holding the card by its sides, align the pins on the card with the holes on the system board.
- 4 Push the firmware card firmly into place.

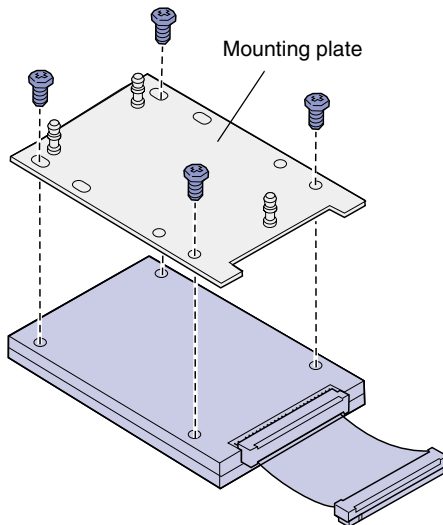
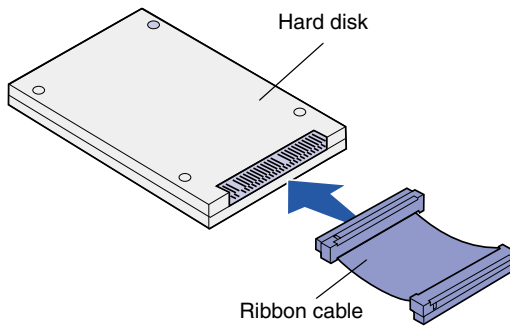
The entire length of the connector on the firmware card must touch the system board.

Be careful not to damage the card's connectors.

## Installing a hard disk

Follow the instructions in this section to install an optional hard disk. You need a small Phillips screwdriver to attach the hard disk to the mounting plate.

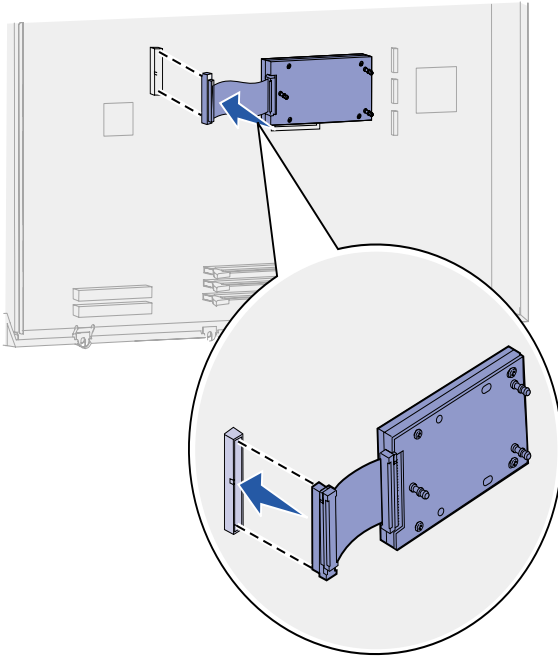
**Warning!** Hard disks are easily damaged by static electricity. Touch something metal on the printer before you touch a disk.



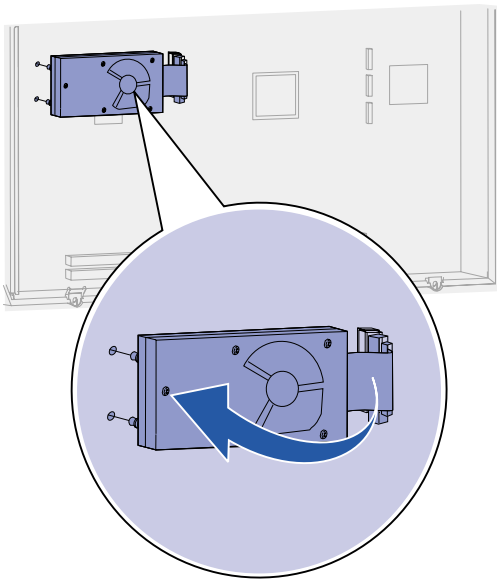
If an option card has been installed, you may need to remove it before installing the hard disk.

- 1** Remove the system board access cover (see page 22).
- 2** Remove the mounting plate, hard disk, ribbon cable, and attachment screws from the package.
- 3** Align the ribbon cable connector with the connector pins on the hard disk.
- 4** Attach the ribbon cable to the hard disk.
- 5** Align the screw holes on the mounting plate with the holes in the hard disk.
- 6** Secure the mounting plate to the hard disk with the screws.

- 7** Press the ribbon cable connector into the connector on the system board.



- 8** Flip the hard disk over, and then press the three posts on the mounting plate into the holes on the system board. The hard disk *snaps* into place.



## Installing an option card

Your printer has one expansion card slot that supports a number of option cards. The following table describes their function.

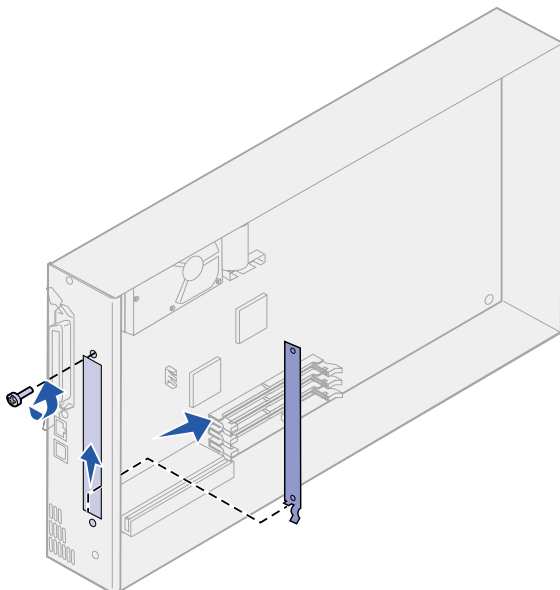
Card	Function
MarkNet internal print server	Adds an Ethernet or Token-Ring port so you can connect your printer to a network. Install a MarkNet™ N2501e or N2401e internal print server if you received either of these cards as part of a multifunction printer upgrade.
USB/Parallel 1284-C Interface Card	Adds a Universal Serial Bus (USB) port or a parallel port.
Coax/Twinax Adapter for SCS	Adds a coaxial/twinaxial port.
Tri-Port Adapter	Adds LocalTalk, serial, and infrared ports. For details on setting up and using the Tri-Port Adapter, refer to the documentation that shipped with the card.
Infrared Adapter	Adds infrared functionality.

**Note:** The network, network internet, and network duplex models ship with an Ethernet print server already installed.

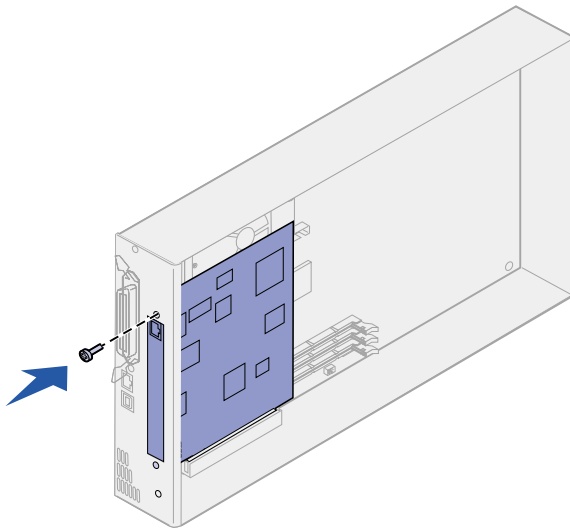
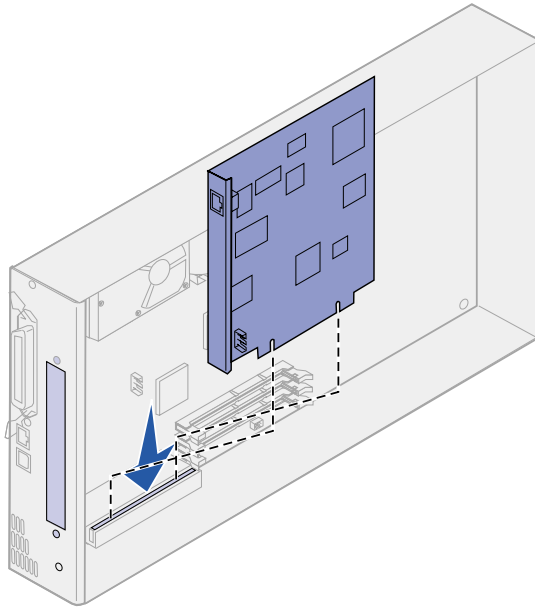
You need a small Phillips screwdriver to install these options.

- 1 Remove the system board access cover (see page 22).
- 2 Remove the screw from the metal plate that covers the connector slot, and then lift the plate off.

Save the screw.



**Warning!** Option cards are easily damaged by static electricity. Touch something metal on the printer before you touch an option card.



**3** Unpack the option card.  
Save the packing materials.

**4** Align the connector on the option card with the connector on the system board.

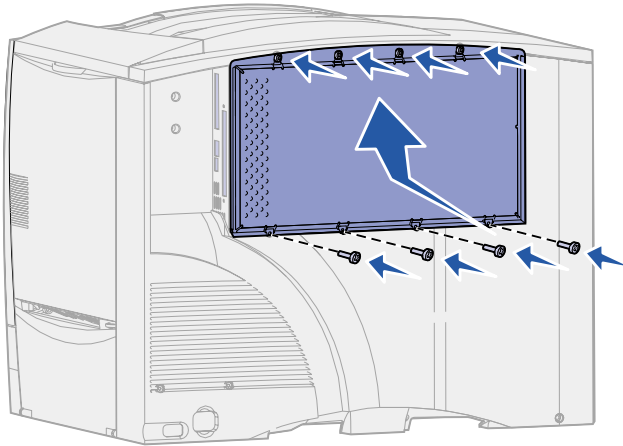
The cable connectors on the side of the option card must fit through the connector slot.

**5** Push the option card firmly into the option card connector.

**6** Secure the card to the system board with the screw.

## Replacing the system board access cover

After you have finished installing cards on the printer system board, you must replace the system board access cover.



- 1** Align the slots at the top of the access cover with the screws near the top of the printer.
- 2** Slide the cover up under the top cover lip as far as it will go, and then tighten the screws at the top of the cover.
- 3** Insert and tighten the four screws to the bottom of the cover.

# Step 5: Load paper

The following table lists page numbers where you can find loading instructions for the standard and optional trays, as well as for the multipurpose feeder.

Source	Paper sizes supported	Paper types supported	Capacity	Go to page...
500-sheet trays	Letter, A4, A5, Legal, Executive, JIS B5, Folio <sup>1</sup> , Statement <sup>1</sup> , Universal <sup>2,3</sup>	Paper, transparencies, labels, card stock	<ul style="list-style-type: none"> <li>• 500 sheets of 20 lb paper</li> <li>• 400 transparencies</li> <li>• 250 sheets of labels or card stock<sup>4 5</sup></li> </ul>	32
2000-sheet tray	Letter, A4, A5, Legal, Executive, JIS B5	Paper	<ul style="list-style-type: none"> <li>• 2000 sheets of 20 lb paper</li> </ul>	34
Multipurpose feeder	Letter, A4, A5, Legal, Executive, JIS B5, Folio <sup>1</sup> , Statement <sup>1</sup> , Universal <sup>2,3</sup>	Paper, transparencies, labels, card stock	<ul style="list-style-type: none"> <li>• 100 sheets of 20 lb paper</li> <li>• 85 transparencies</li> <li>• 85 sheets of labels or card stock<sup>4</sup></li> </ul>	37
	7 <sup>3</sup> / <sub>4</sub> , 9, 10, DL, C5, B5, other <sup>2</sup>	Envelopes	10 envelopes	

<sup>1</sup> Supported as selected paper with tray size sensing turned off in the appropriate trays.

<sup>2</sup> When selected, the page is formatted for 215.9 x 355.6 mm (8.5 x 14 in.) unless otherwise specified.

<sup>3</sup> Load narrow media with the length in the feed direction (portrait).

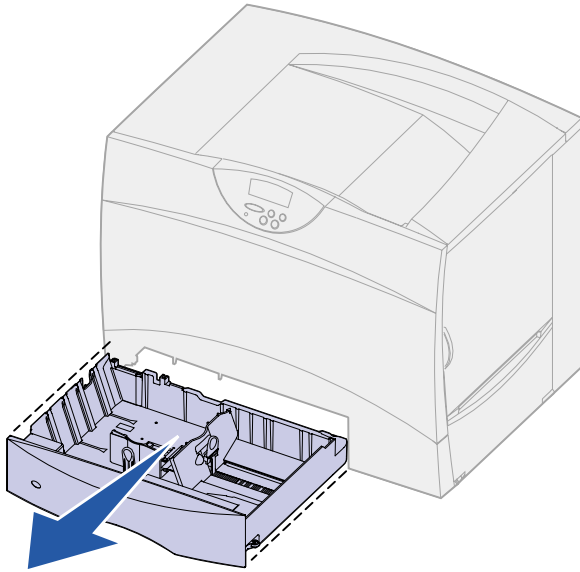
<sup>4</sup> If you print large quantities of labels or other glossy print media, replace the fuser housing with a web oiler field upgrade kit. Refer to the publications CD for more information.

<sup>5</sup> Capacity will vary with media weight and construction.

## Loading the 500-sheet trays

Follow these instructions to load any of the 500-sheet trays.

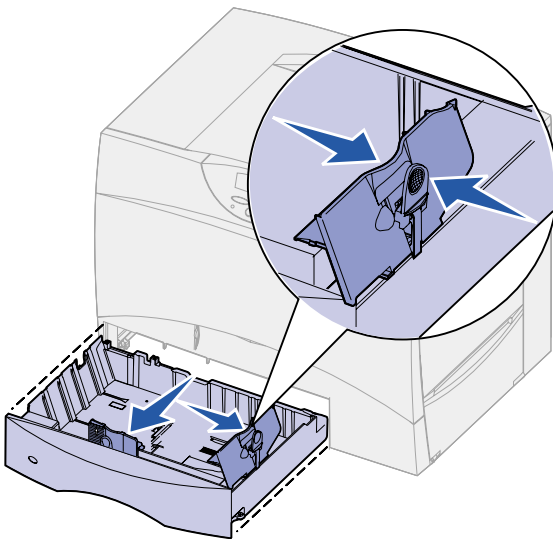
**1** Remove the tray.



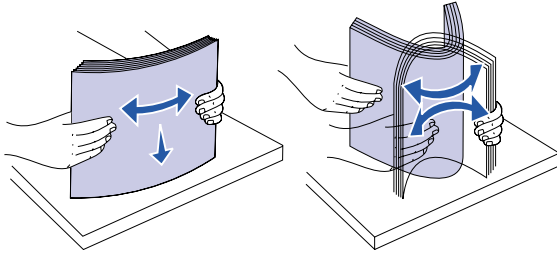
**2** Squeeze the front guide lever and slide the guide to the front of the tray.

**3** Squeeze the side guide lever and slide the guide to the correct position for the size paper you are loading.

Icons along the back of the tray indicate paper sizes.





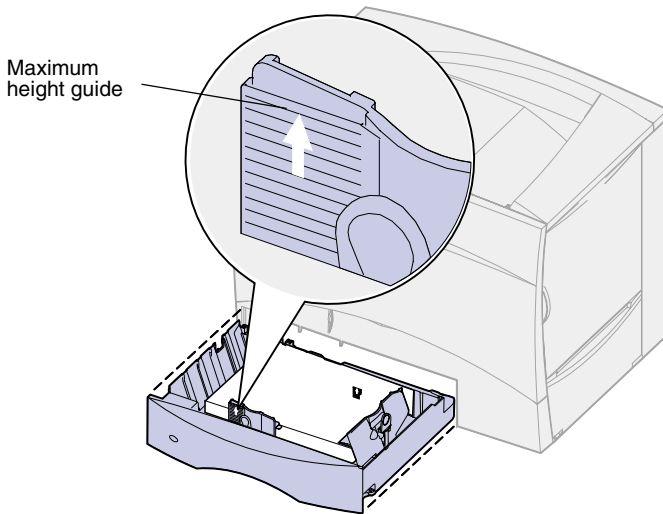


- 4 Flex the sheets back and forth to loosen them, and then fan them.

Do not fold or crease the paper. Straighten the edges of the stack on a level surface.

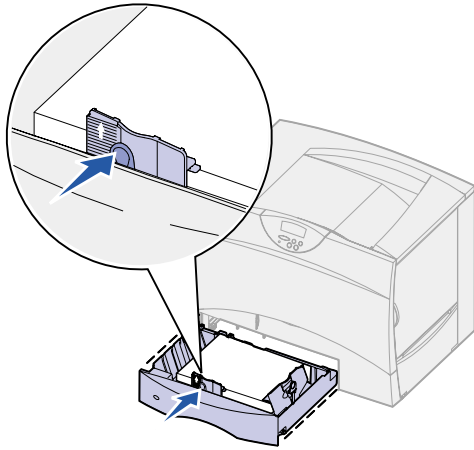
- 5 Place the paper against the back left corner of the tray, print side down.

Do not load bent or wrinkled paper.



---

**Note:** Do not exceed the maximum stack height indicated on the front guide. Overfilling the tray may cause jams.



**6** Squeeze the front guide lever and slide the guide until it lightly touches the stack of paper.

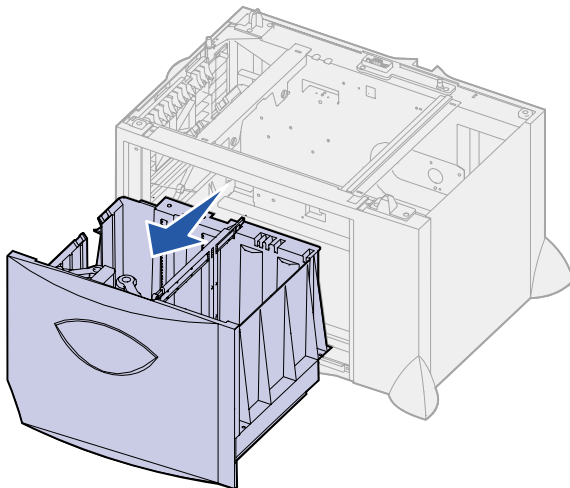
**7** Reinstall the tray.

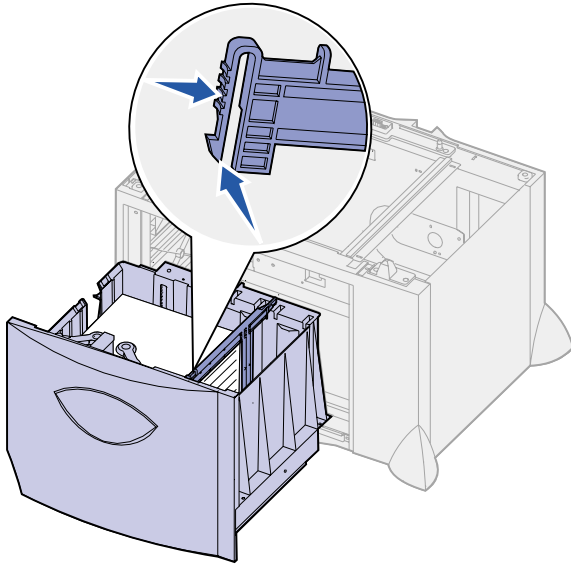
Make sure the tray is pushed completely into the printer.

## Loading the 2000-sheet tray

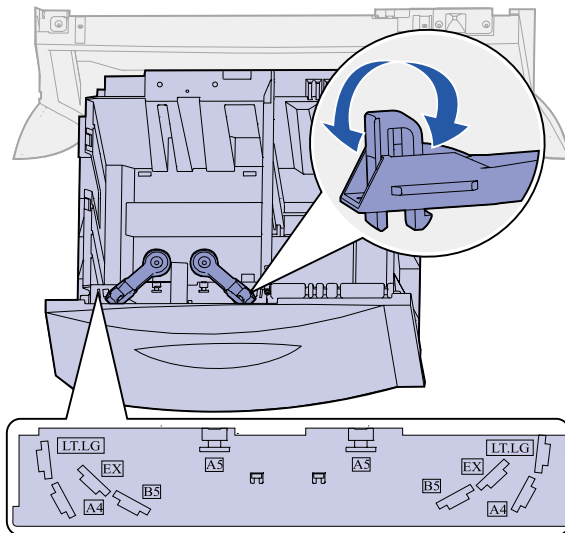
Follow these instructions to load a 2000-sheet tray. *Do not load any print media other than paper in the 2000-sheet tray.*

**1** Pull open the tray.

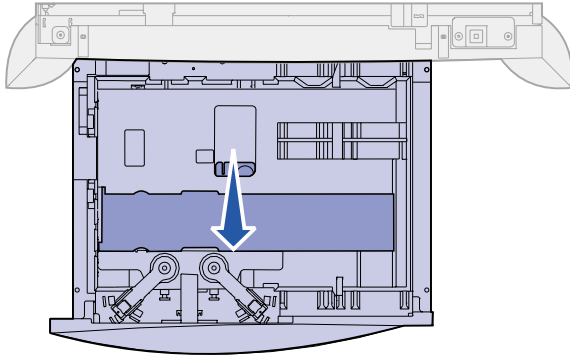




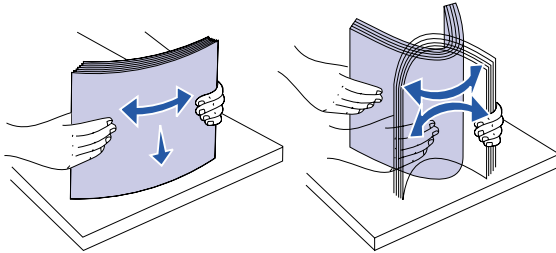
- 2 Squeeze the side guide lever, lift the guide, and place it into the appropriate slot for the size paper you are loading.



- 3 Squeeze the two front guide levers and slide the guide to the correct position for the size paper you are loading.

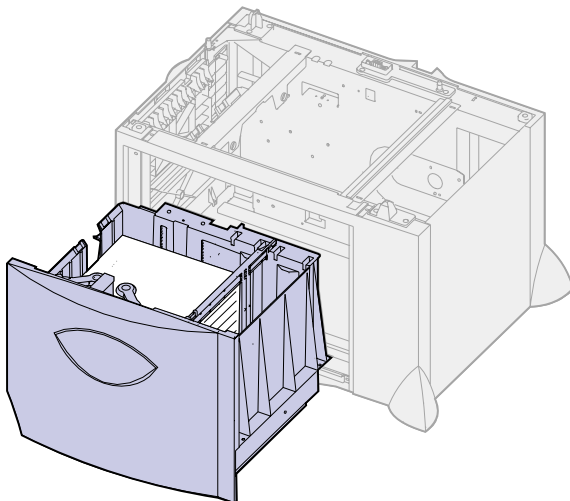


- 4 Slide the bottom support toward the front of the tray until it touches the front guide.



- 5 Flex the sheets back and forth to loosen them, and then fan them.

Do not fold or crease the paper. Straighten the edges of the stack on a level surface.



- 6 Place the paper against the back left corner of the tray, print side down.

Do not load bent or wrinkled paper.

- 7 Close the tray.

Make sure the tray is pushed completely into the printer.

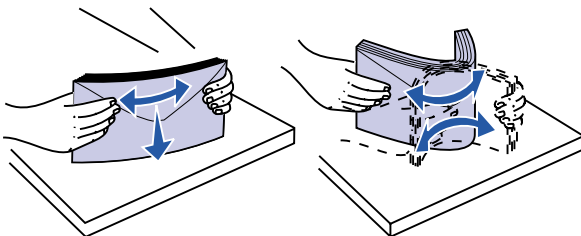
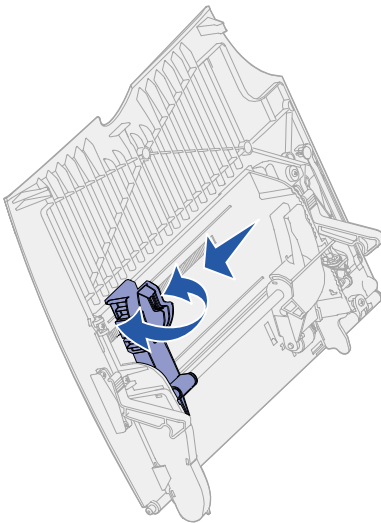
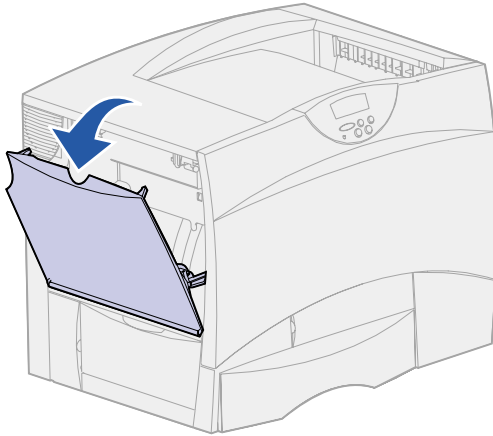
---

**Note:** Do not exceed the maximum stack height. Overfilling the tray may cause jams.

## Loading the multipurpose feeder

You can use the multipurpose feeder one of two ways:

- **Paper tray**—As a paper tray, you can load print media in the feeder with the intention of leaving the media in the feeder.
- **Manual bypass feeder**—As a manual bypass feeder, you send a print job to the feeder while specifying the type and size of media from your computer. The printer then prompts you to load the appropriate print media before it prints.

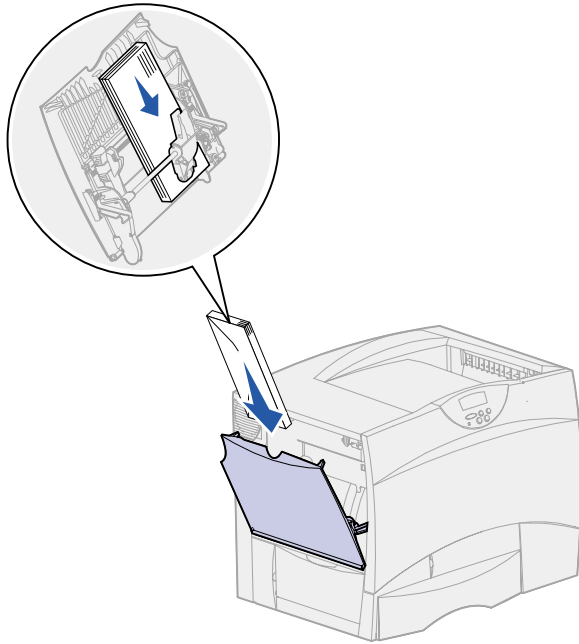


Follow these instructions to load the multipurpose feeder.

- 1 Open the multipurpose feeder.
- 2 Squeeze the paper guide lever and slide the guide all the way toward the front of the printer.

- 3 Flex the sheets back and forth to loosen them, and then fan them.

Do not fold or crease the print media. Straighten the edges of the stack on a level surface.



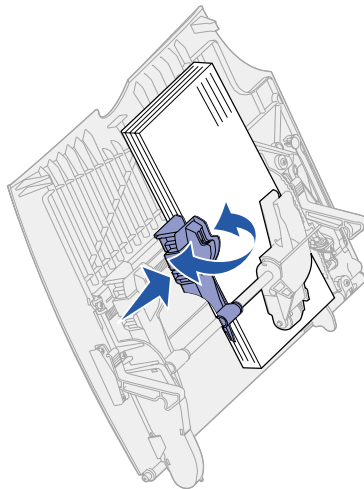
**4** Arrange the stack of print media correctly for the size, type, and print method you are using.

**5** Place the print media, print side up, along the left side of the multipurpose feeder, and then push it in as far as it will go.

Do not force the print media.

---

**Note:** Do not exceed the maximum stack height. Overfilling the feeder may cause jams.



**6** Squeeze the paper guide lever and slide the guide until it lightly touches the side of the stack.

# Step 6: Attach cables

Your printer can be attached to a network or locally (directly to a computer).

## Network printing

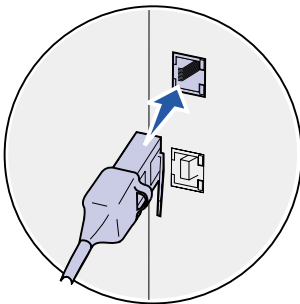
You can attach your printer to a network using standard network cables.

A 10BaseT/100BaseTX Fast Ethernet port is standard on network, network internet, and network duplex models. You can add a Token-Ring or 10Base2 Ethernet port to any printer model by installing an optional MarkNet internal print server.

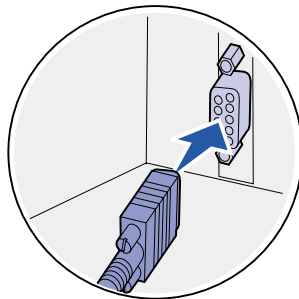
To attach the printer to a network:

- 1 Make sure the printer is turned off and unplugged.
- 2 Connect the printer to a LAN drop or hub using standard cabling that is compatible with your network.

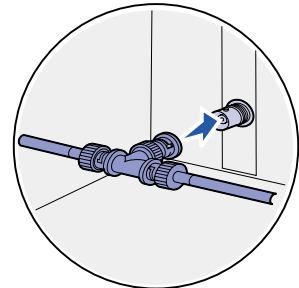
The printer automatically adjusts itself for the network speed.



Token-Ring, Ethernet 10BaseT, or Ethernet 100BaseTX networks (Category 5) use an RJ-45 connector.



Token-Ring networks (Shielded Twisted Pair) use a DB9 connector.



Ethernet 10Base2 networks (Thin Coax) use a BNC T connector.

## Local printing

You can attach your printer locally using either the USB port or parallel port.

**Note:** All Windows operating systems support parallel connections. However, only the Windows 98, Windows Me, and Windows 2000 operating systems support USB connections. Some other operating systems also support USB connections. Refer to your computer documentation to see if your system supports USB.

- A USB port is standard on all printer models.
- A parallel port requires an IEEE-1284 compliant parallel cable.

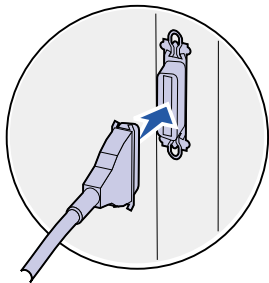
If you install an optional USB/Parallel Interface Card to a network model, network internet model, or network duplex model, you need a 1284 A-C parallel cable or a USB cable.

If you have installed an optional Tri-Port Adapter, you can locally attach the printer with a serial cable. For details on LocalTalk or infrared connections, refer to the documentation that shipped with the Tri-Port Adapter.

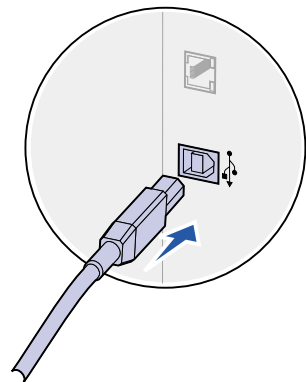
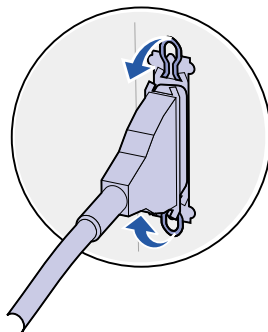
Check your point of purchase for appropriate cable part numbers.

To attach the printer to a computer:

- 1** Make sure the printer, computer, and any other attached devices are turned off and unplugged.
- 2** Connect the printer to the computer using a parallel or USB cable.



Use an IEEE-1284 compliant parallel cable to ensure that you can access all of your printer functions.

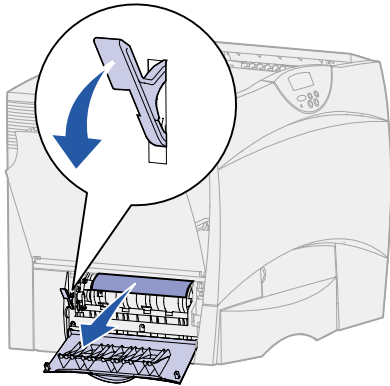


Be sure to match the USB symbol on the cable to the USB symbol on the printer.

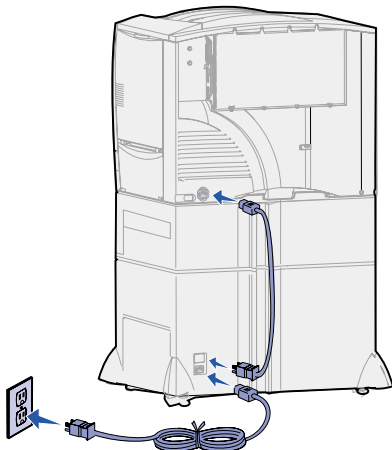


# Step 7: Verify printer setup

## Turning on the printer

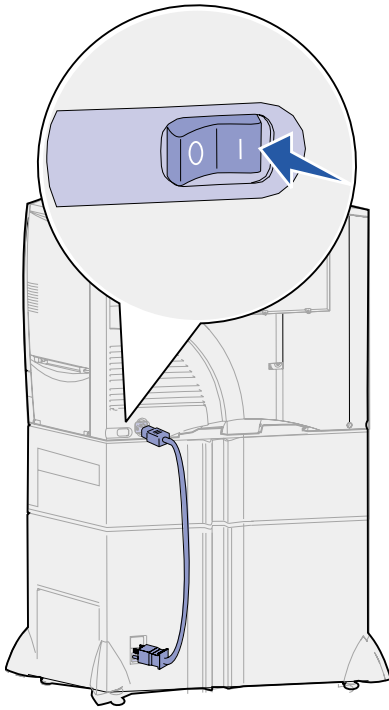


- 1 Remove the shipping paper from the left access door. Hold down the lever and pull the paper out.



- 2 Plug one end of the printer power cord into the socket at the back of the printer and the other end into a properly grounded outlet.

If you installed an optional 2000-sheet drawer, plug the printer power jumper cord into the back of the drawer, and then plug the drawer's cord into a properly grounded outlet.



- 3 Turn on the printer. **Setup Required** appears on the operator panel.

If the printer is attached locally (directly to a computer), leave the computer and any other attached devices turned off. You will turn these on in a later step.

- 4 Press **Go**. The message **Performing Self Test** appears on the operator panel display while the printer warms up. After the printer completes its internal tests, the **Ready** message indicates the printer is ready to receive jobs.

If you see **Setup Required** instead of the **Ready** message, check to make sure you have removed all the packing materials and that you have installed the options correctly. See Steps 1 through 6 for detailed instructions.

If you see a message other than **Setup Required** or **Ready**, refer to the publications CD for instructions on clearing the message. Click **Printing**, and then click **Understanding printer messages**.

- 5 If you attached your printer to a network, continue with “Printing a network setup page.”

Otherwise, go on to “Printing a menu settings page” on page 43.

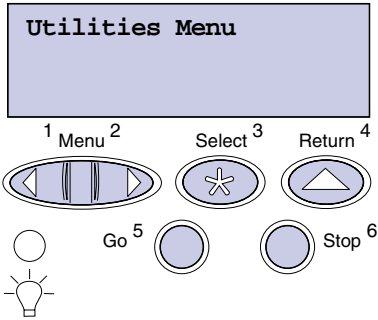
## Printing a network setup page

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**Note:** If an optional MarkNet card is installed in slot 1, you see Print Net1 Setup on the display. If the card is installed in slot 2, you see Print Net2 Setup.

If the printer is attached to a network, print a network setup page to verify the network connection. This page also provides important information that helps you configure for network printing.

- 1 Press **Menu** until you see Utilities Menu, and then press **Select**.
- 2 Press **Menu** until you see Print Net Setup, and then press **Select**. The network setup page prints and the printer returns to Ready status.



## Printing a menu settings page

**Note:** For more information about using the printer operator panel and changing menu settings, refer to the publications CD.

**3** Check the first section on the network setup page and confirm that Status is “Connected.”

If Status is “Not Connected,” your LAN drop may not be active or your network cable may be malfunctioning. Consult your network support person, and then print another network setup page to verify that you are connected to your network.

Save the network setup page for later use.

Print the menu settings page to review the default printer settings and to verify that printer options are installed correctly.

- 1** Press **Menu** until you see Utilities Menu, and then press **Select**.
- 2** Press **Menu** until you see Print Menus, and then press **Select** to print the page.

The message **Printing Menus** is displayed.

- 3** Verify that the options you installed are correctly listed under “Installed Features.”

If an option you installed is not listed, turn the printer off, unplug the power cord, and reinstall the option.

- 4** Verify the amount of memory installed is correctly listed under “Printer Information.”

- 5** Verify that the paper trays are configured for the sizes and types of paper you loaded.

### What do I do next?

Task	Go to page...
Configure for TCP/IP	44
Install printer drivers	46

# Step 8: Configure for TCP/IP

If you have TCP/IP available on your network, we recommend that you assign an IP address to the printer.

## Setting the printer IP address

*If your network is using DHCP, an IP address is automatically assigned after you connect the network cable to the printer.*

- 1 Look for the address under the TCP/IP heading on the network setup page you printed in “Printing a network setup page” on page 42.
- 2 Go to “Verifying the IP settings” on page 45 and begin with step 2.

---

**Note:** You can find instructions for other methods of setting the IP address in the online documentation on the drivers CD that shipped with your printer. Launch the CD, click **View Documentation**, and then **Network Printer Install**.

*If your network is not using DHCP, you must manually assign an IP address to the printer. One of the easiest ways is to use the operator panel:*

- 1 Press **Menu** until you see Network Menu, and then press **Select**.
- 2 Press **Menu** until you see Standard Network, and then press **Select**.

Standard Network appears if you purchased a printer with a network port on the printer system board. If you have an optional MarkNet card installed in slot 1 or 2, you see Network Option 1 or Network Option 2.

- 3 Press **Menu** until you see Std Net Setup (or Network 1 Setup or Network 2 Setup), and then press **Select**.
- 4 Press **Menu** until you see TCP/IP, and then press **Select**.
- 5 Press **Menu** until you see Set IP Address, and then press **Select**.

- 6 Change the address by pressing **Menu** to increase or decrease each number. Press **Select** to move to the next segment. Press **Select** when you are finished.

The message **saved** appears briefly.

- 7 Press **Menu** until you see Set IP Netmask, and then press **Select**.
- 8 Repeat step 6 to set the IP Netmask.
- 9 Press **Menu** until you see Set IP Gateway, and then press **Select**.
- 10 Repeat step 6 to set the IP Gateway.
- 11 When you are finished, press **Go** to return the printer to the Ready state.

## Verifying the IP settings

- 1 Print another network setup page. Look under the “TCP/IP” heading and make sure the IP address, netmask, and gateway are what you expected.

See “Printing a network setup page” on page 42 if you need help.

- 2 Ping the printer and verify that it responds. For example, at a command prompt on a network computer type “ping” followed by the new printer IP address:

```
ping xxx.xxx.xxx.xx
```

If the printer is active on the network, you should receive a reply.

---

**Note:** On Windows computers, click Start ▶ Programs ▶ Command Prompt.

## Configuring for Pull Printing

If your printer has an optional ImageQuick firmware card installed, it can be configured for Pull Printing once an IP address has been assigned.

For detailed configuration instructions, refer to the CD that shipped with the ImageQuick card.

# Step 9: Install printer drivers

A printer driver is software that lets your computer communicate with your printer.

The following table is a quick guide to finding the specific installation instructions you need.

Type of printer installation	Network environment or operating system	Go to page
Network (Ethernet or Token-Ring connections)	Windows 95/98/Me, Windows NT 4.0, Windows 2000	46
	Macintosh	47
Local (parallel or USB connections)	Windows 95/98/Me, Windows NT 4.0, Windows 2000	48
	Macintosh	49

## Network printing

The following instructions explain how to install printer drivers on printers attached to a network.

### *Windows*

In Windows network environments, your printer can be configured for direct printing or for shared printing.

### Supported printing methods

- Direct IP printing—when you just want to print directly to a printer on your network
- Shared printing (point and print, peer-to-peer)—when you need to centrally manage network printers

Detailed information about using each of these printing methods is on the drivers CD. Click **View Documentation** and look for information about network printer installation.

---

**Note:** Using a custom printer driver and a custom network port provides enhanced functionality, such as printer status alerts.

## Supported network printer ports

- Microsoft IP port (Windows NT 4.0 and Windows 2000)
- Custom network port (Windows 95/98/Me, Windows NT 4.0, and Windows 2000)

## Supported printer drivers

- Windows system printer drivers
- Custom printer drivers

System drivers are built into Windows operating systems. Custom drivers are available on the drivers CD.

## Creating ports and installing drivers

*Read the detailed instructions on the drivers CD. Click **View Documentation** and look for information about network printer installation for your specific Windows environment.*

*If you choose to install without using the instructions on the drivers CD, you need a basic understanding of network printing on TCP/IP networks, installing printer drivers, and the process involved in creating new network ports.*

## Macintosh

Your printer connects automatically to AppleTalk networks and becomes readily visible to other network clients.

---

**Note:** A PostScript Product Description (PPD) file provides detailed information about the capabilities of a printer to Macintosh drivers or applications.

For Mac OS 8.6–9.x, you must create a printer object (icon) on the desktop of each network client using the LaserWriter 8 printer driver and the custom printer PPD file. For Mac OS X, use Add Printer to create a queue in the print center, using the PostScript Printer Module and the custom printer PPD file.

Information about creating the printer object on your AppleTalk clients is on the drivers CD that shipped with your printer.

A PPD installer is on the drivers CD. Launch the PPD installer and follow the instructions to install the PPDs.

## Other network environments

Contact your point of purchase to obtain information about support for other network environments.

## Local printing

In order to print, you must install a printer driver on the computer attached to the printer.

### *Windows*

Not all Windows operating systems support all types of connections. In addition to the following information, you may need to refer to the documentation that shipped with your computer and your Windows software.

### Installation instructions

*Read the detailed online instructions on the drivers CD. Click **View Documentation** and look for information about local printer installation. Detailed instructions are provided for parallel and USB connections.*

### Supported connections

Parallel or USB refers to the type of printer cable you used in “Attach cables” on page 39 to attach the printer to your computer.

- Parallel (works with Windows 95/98/Me, Windows NT 4.0, and Windows 2000)
- USB (works with Windows 98/Me and Windows 2000 only)

---

**Note:** Using a custom printer driver and a custom network port provides enhanced functionality, such as printer status alerts.

### Supported printer drivers

- Windows system printer drivers
- Custom printer drivers

System drivers are built into Windows operating systems. Custom drivers are available on the drivers CD.



## **Macintosh**

You must install the printer's PPD and use it with the LaserWriter 8 printer driver or the Adobe PostScript driver.

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**Note:** A PostScript Product Description (PPD) file provides detailed information about the capabilities of a printer to Macintosh drivers or applications.

For Mac OS 8.6–9.x, you must use the LaserWriter 8 printer driver and the custom printer PPD file to create your printer object. For Mac OS X, use Add Printer to create a queue in the print center, using the PostScript Printer Module and the custom printer PPD file.

Information about creating the printer object on your AppleTalk clients is on the drivers CD that shipped with your printer.

A PPD installer is on the drivers CD. Launch the PPD installer and follow the instructions to install the PPDs.

# Step 10: Distribute information to users



## Discovering printer users

Several types of users may need access to the information stored on the publications CD:

- Users sending print jobs
- Network printer administrators
- Help desk personnel
- Information Technology support staff

## Finding helpful information

Launch the CD and browse the contents to see a complete list of the available information. If you have a version of Acrobat capable of full text searching, we have created catalog entries to help you find the information you need.

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**Note:** The publications CD is shipped inside the *Setup Guide*.

The type of helpful information provided on the publications CD includes:

- Tips for successful printing
- Ways to improve print quality
- Information about using the printer operator panel
- Instructions for replacing a print cartridge
- Solutions to common printing problems
- Methods for clearing paper jams

## Distributing the information

You can give users access to the information on the publications CD in several ways:

- Give the publications CD to a system administrator or the Help desk.
- Copy the entire contents of the CD (or just specific topics) to a shared network drive or Intranet site.

Each topic on the publications CD is a separate PDF. Launch the CD, click **Other resources**, and then click **File locations**.

- Print the information on the publications CD and store it near the printer for easy access. For printing instructions, launch the CD and then click **Navigation**.

## Storing quick reference cards

In addition to the publications CD, your printer shipped with one or more quick reference cards. We recommend that you store these cards in their convenient printer pocket. You can attach the pocket to the printer or any flat surface near the printer.

## Congratulations!

You are now ready to use your new printer. Save this book if you anticipate purchasing printer options in the future.



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Setup Guide

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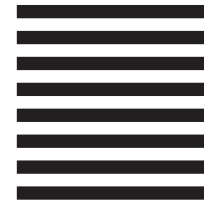
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