

Infoprint Color 1228



# Setup Guide



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# Setup Guide

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## FCC emissions information

This color laser printer has been tested and found to comply with the limits for a Class A digital device, pursuant to 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. Refer to the *Publications* CD for additional details.

Any questions on this statement should be directed to:

Director of Lab Operations  
Lexmark International, Inc.  
740 West New Circle Road  
Lexington, KY 40550  
(859) 232-3000

## 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 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 and warning conventions used in this book. These appear in the left column for easy reference.

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

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

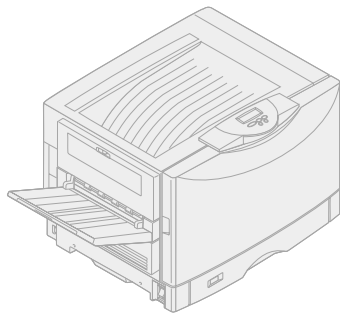
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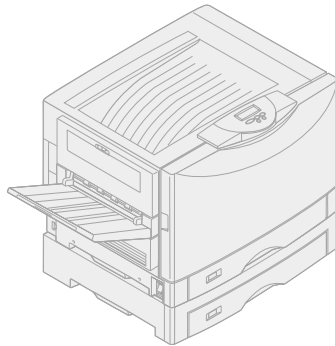
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# Introduction

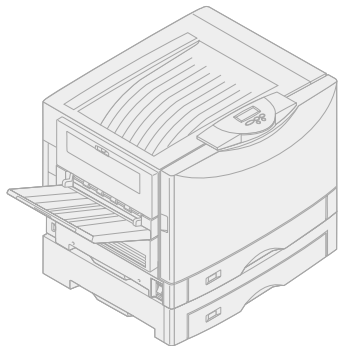
## About your printer



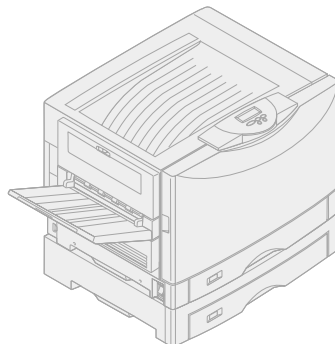
**Base printer**



**Network model**



**Network internet model**



**Duplex network model**

Your printer is available in four models:

- **The base printer** with 2400 IQ resolution, 64MB of standard memory, one 550-sheet tray, multipurpose feeder, and USB and parallel connectors.
- **Network model** with 64MB of standard memory, an Ethernet 10BaseT/100BaseTx print server installed, an additional 550-sheet drawer, and USB and Ethernet connectors.
- **Network internet model** with an ImageQuick firmware card installed.
- **Duplex network model** with network and duplexing capabilities.

To customize your printer you can purchase a variety of input options including a high-capacity feeder.

If you purchased your printer as part of a multifunction device, refer to the documentation that came with the device for information about setting up components other than the printer.

## 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***

The *Quick Reference* provides easy access to information about loading print media, printing confidential jobs, understanding printer messages, and clearing jams.

### ***Drivers CD***

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

Depending on which version of the drivers CD shipped with your printer, it may also contain MarkVision™ Professional, other printer utilities, worldwide customer support phone numbers, screen fonts, and additional documentation.



# Step 1: Unpack your printer

**CAUTION!** The printer weighs 69.9 kg (154 lb) and requires at least four people to lift it safely. Anytime you move or lift the printer make sure you have enough people to help you. Use the handholds on the side of the printer when lifting.

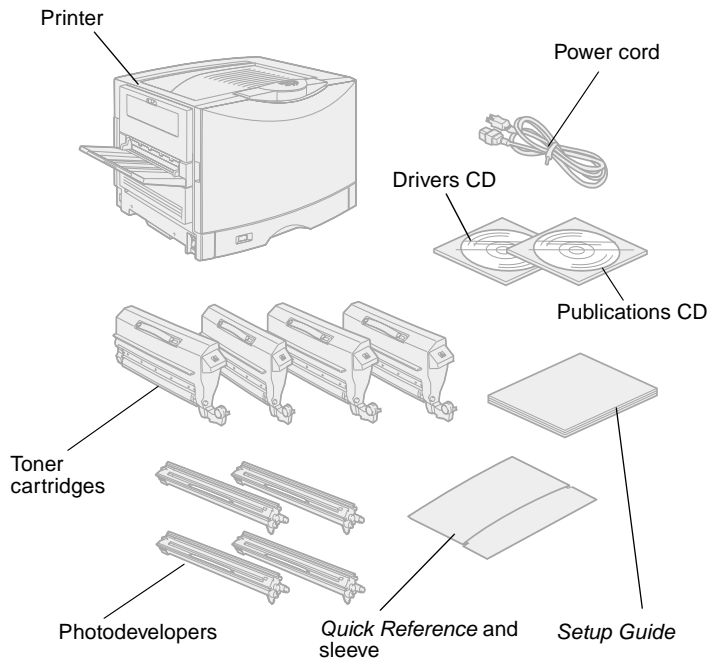
**Note:** Leave the printer in the box until you are ready to install memory options or place it into position.

Remove all items from the box *except the printer*. Make sure you have the following items:

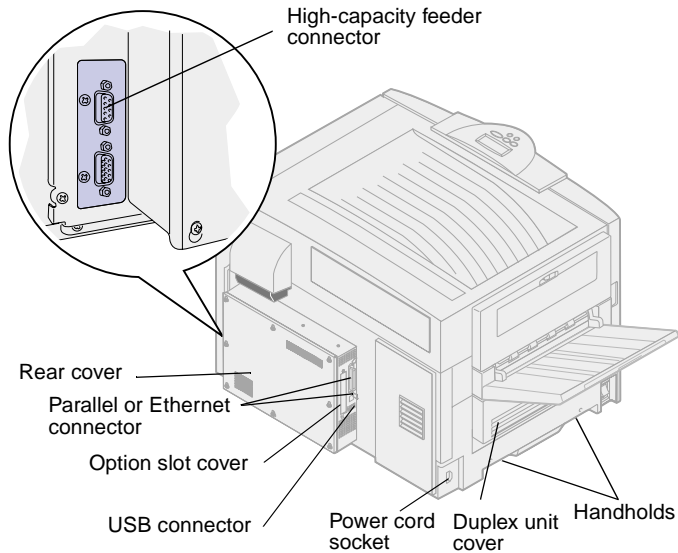
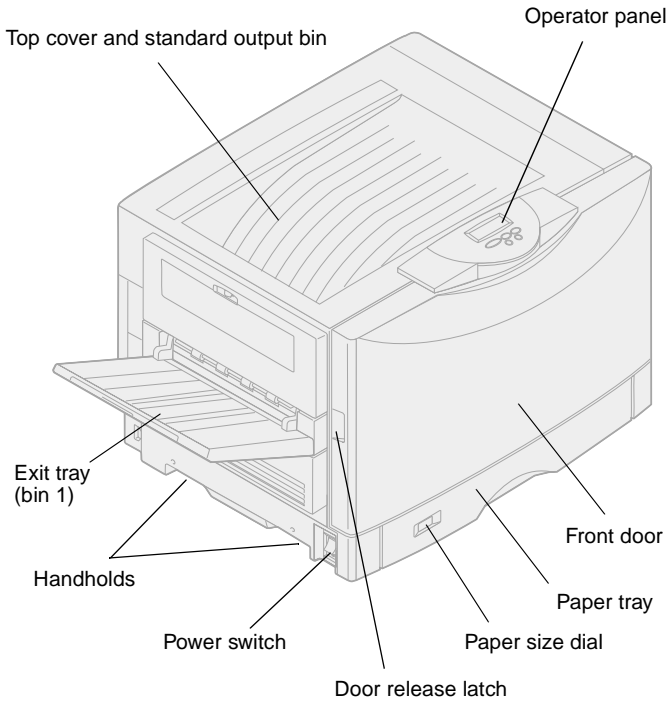
- Printer
- Power cord
- Four toner cartridges
- Four photodevelopers
- *Setup Guide*
- *Publications CD*
- *Quick Reference* and sleeve
- Drivers CD

If any items are missing or damaged, refer to the place where you bought your printer.

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



Familiarize yourself with the names and locations of items on the front and rear of your new printer. This will help you during printer setup. We use the same terms throughout this book and on the publications CD.



# Step 2: Select a location for your printer



Choosing the correct location for your new printer is vital to ensuring the printer provides you with the quality of service you expect.

Consider these factors when selecting a place to set up your printer:

- The type of environment necessary for optimum printer performance
- The amount of space required for your printer and all its options

## Considering environmental issues

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**Note:** Adequate ventilation is important if you expect to print high volumes of materials or print continuously.

When choosing a place to set up the printer, look for:

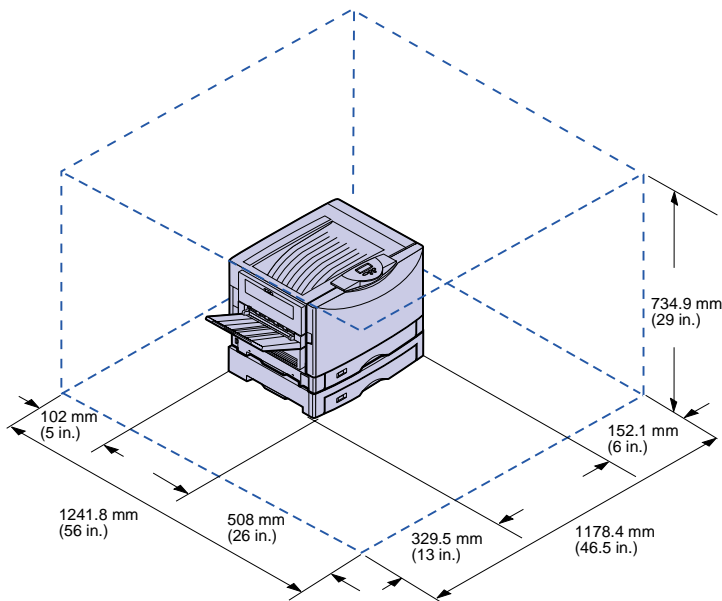
- A firm, level surface
- An area that is:
  - Well ventilated
  - Clean, dry, and free of dust
  - Away from direct sunlight
  - Free of temperature or humidity extremes or fluctuations
  - Away from the direct airflow of heaters, air conditioners, or ventilators

## Allowing enough space

When choosing a place to set up your printer, be sure to allow enough space for the printer and any options you may have purchased. It's also important to allow space for proper ventilation around the printer.

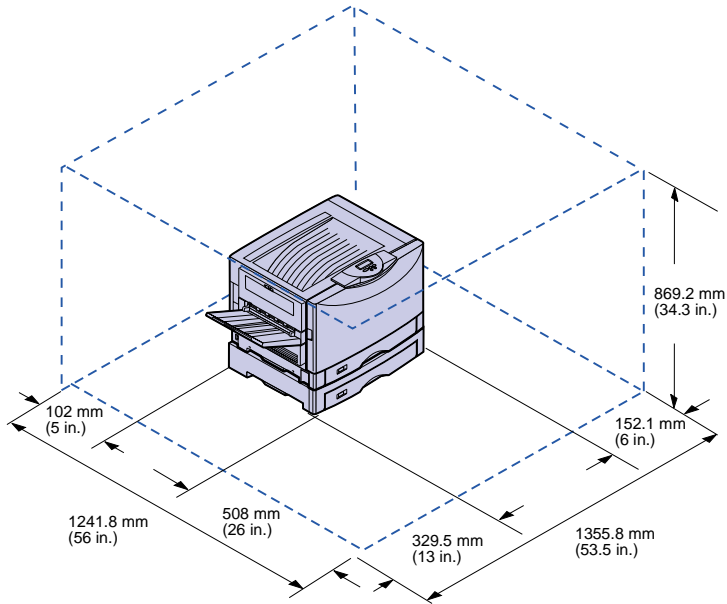
### *Base printer*

When selecting a location for your printer, make sure you have at least the amount of space indicated in the figure.



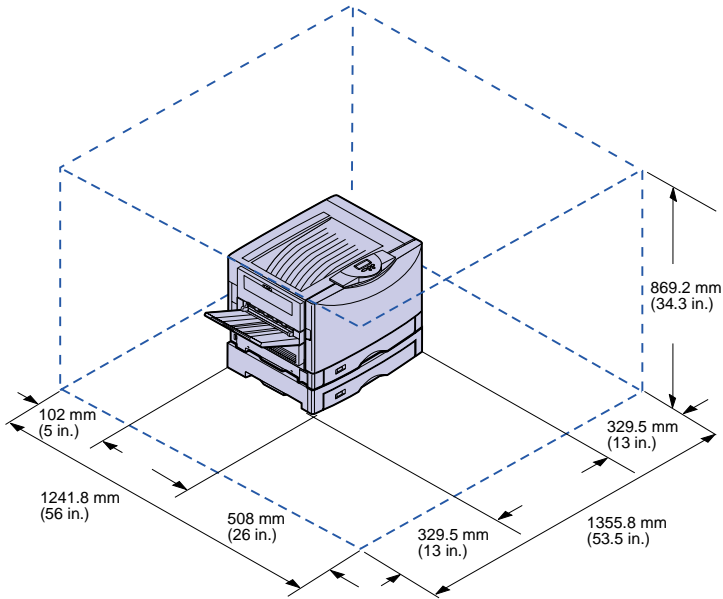
## Network and internet printers

The network and internet models are configured with two 550-sheet drawers. Make sure you have at least the amount of space indicated in the figure.



## Duplex network printers

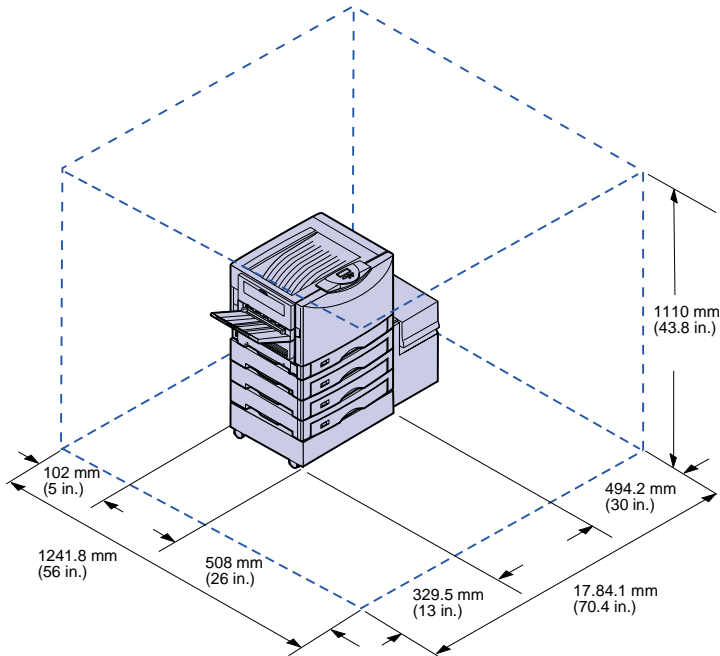
The duplex network printer is configured with two 550-sheet drawers and an internal duplex unit. Make sure you have at least the amount of space indicated in the figure.



## **Printer with high-capacity feeder**

You can add a high-capacity feeder to your printer if you have a printer cabinet or if you have a printer stand with optional drawers.

When attaching a high-capacity feeder, make sure you provide the additional space indicated in the figure.



# Step 3: Set up the printer and paper handling options

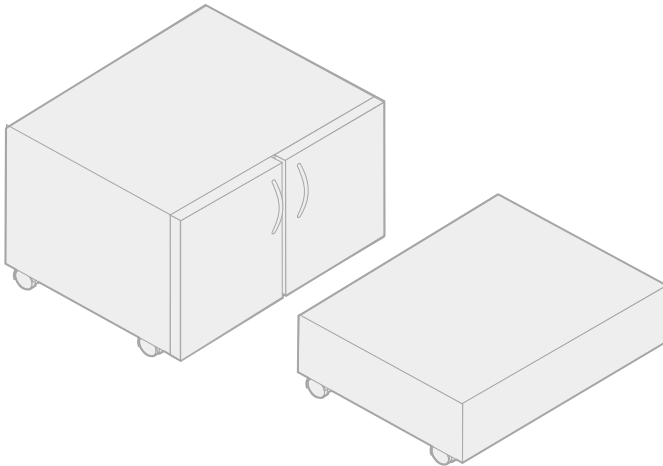
**Note:** Be sure to set up the items in the order listed in the table.

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 the printer base or cabinet	9
Installing a 550-sheet drawer	10
Positioning the printer	11
Installing an optional duplex unit	12
Installing an optional high-capacity feeder	15



## Installing the printer base or cabinet



You can purchase an optional printer cabinet or printer base.

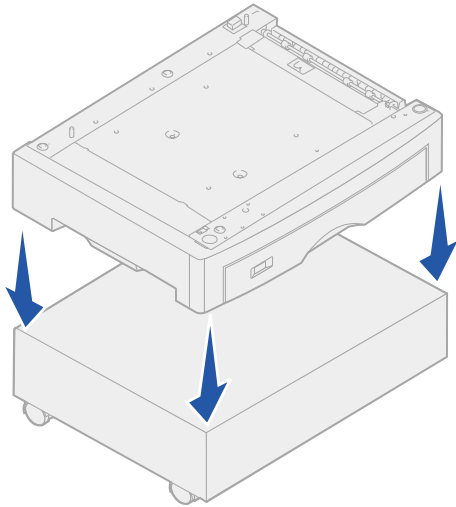
The instructions for installing the printer cabinet or printer base are the same.

To install the printer cabinet:

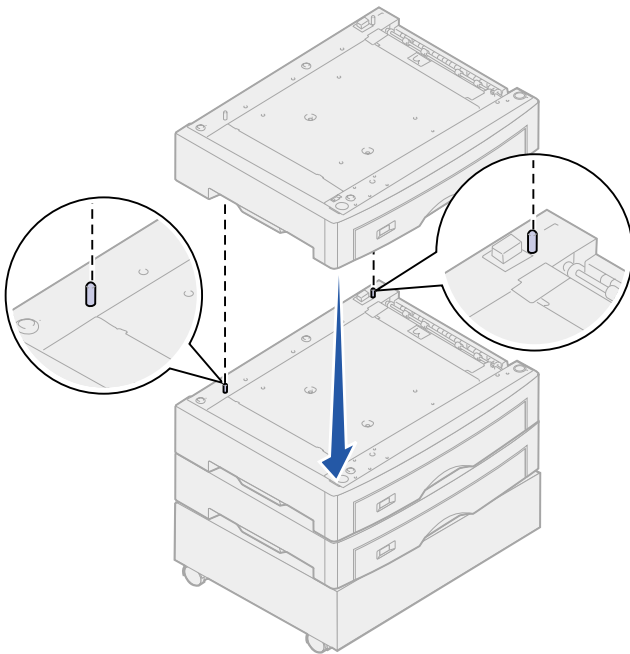
- 1** Remove the printer cabinet from the box.
- 2** Remove all packing material from the printer cabinet.
- 3** Follow the instructions that came with the option to assemble or prepare the cabinet or base for installation.
- 4** Place the printer cabinet in the location you have chosen for your printer.

## Installing a 550-sheet drawer

Your printer supports a total of up to three optional 550-sheet drawers.



- 1** Unpack the 550-sheet drawer and remove any packing material.
- 2** Place the 550-sheet drawer on the optional printer cabinet, optional printer base, or in the location you have chosen for your printer.



- 3** If you have additional 550-sheet drawers:
  - a** Align the positioning posts on the lower drawer with the holes in the 550-sheet drawer.
  - b** Lower the 550-sheet drawer into place. Make sure it is seated securely on the other drawer.
- 4** Go to “Positioning the printer” on page 11.

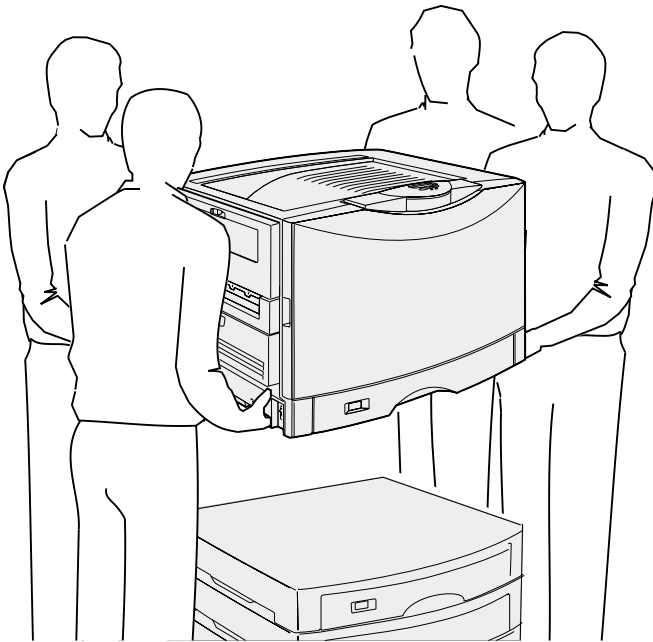
## Positioning the printer

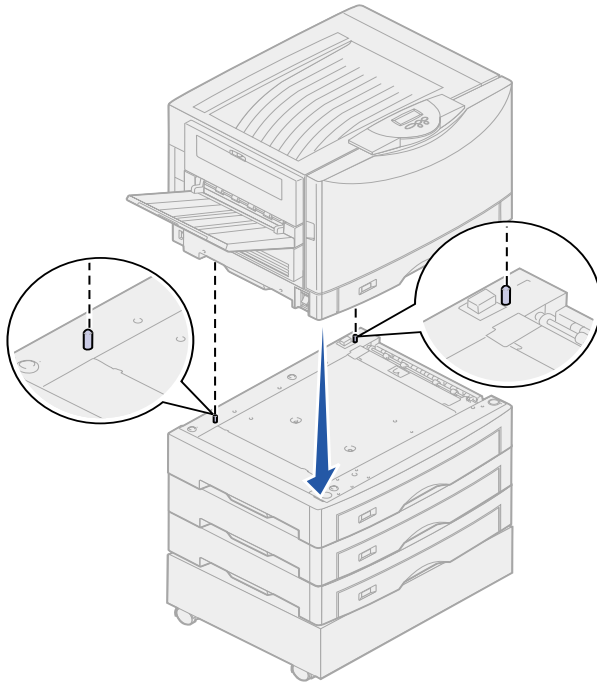
Once you have selected a location and set up any optional 550-sheet drawers, you are ready to position the printer.

**CAUTION!** The printer weighs 69.9 kg (154 lb) and requires at least four people to lift it safely. Anytime you move or lift the printer make sure you have enough people to help you. Use the handholds on the side of the printer when lifting.

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

Use the handholds on the sides of the printer.





- 2** Have three other people help you place the printer in the location you have chosen.

If you are installing the printer on a 550-sheet drawer, align the positioning posts on the option with the holes in the printer. Make sure the printer is seated securely on the option.

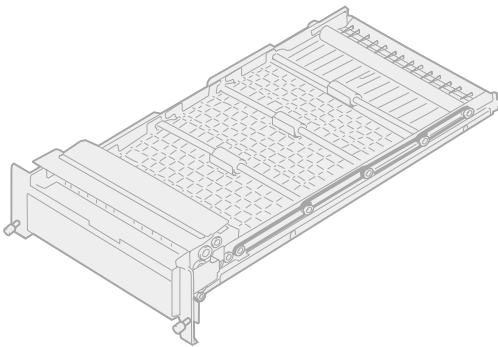
- 3** Remove any tape or packing material from the outside of the printer.

## Installing an optional duplex unit

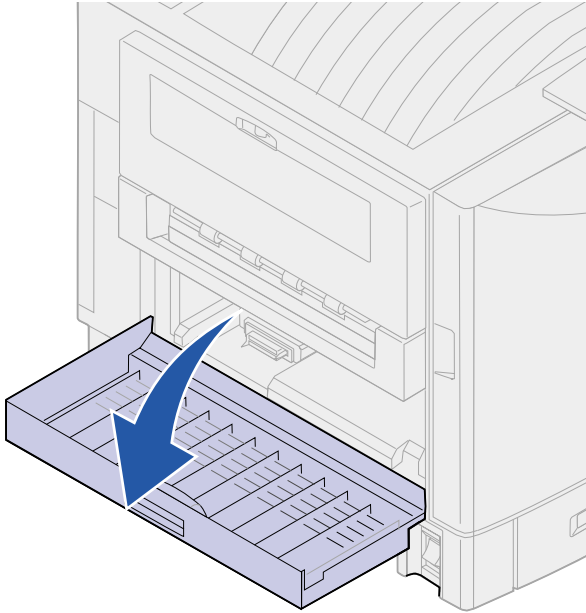
Your printer supports an optional duplex unit that provides two-sided printing.

To install the duplex unit:

- 1** Remove the duplex unit from its packing material.
- 2** Remove any shipping tape and additional packing material from the duplex unit.

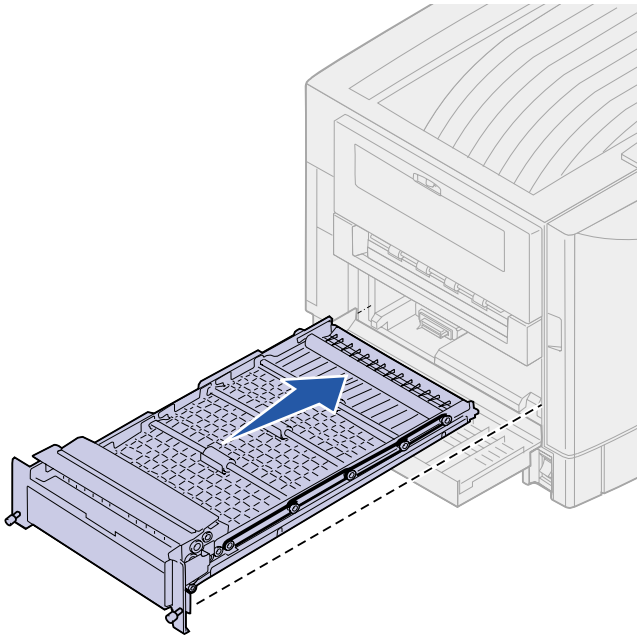


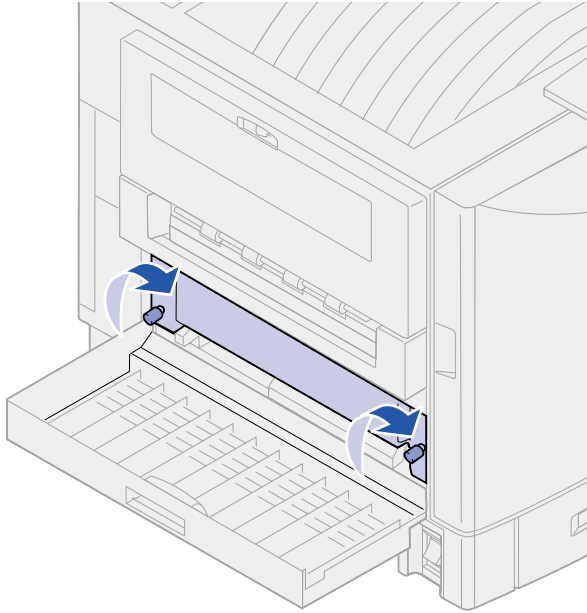
- 3 Open the duplex unit access door on the left side of the printer.



- 4 Align the duplex unit with the slots in the printer.

- 5 Slide in the duplex unit.



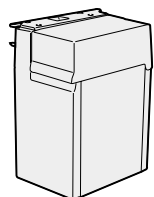


- 6** Align the thumbscrews on the duplex unit with the holes in the printer.
- 7** Tighten the thumbscrews .
- 8** Close the duplex unit door.

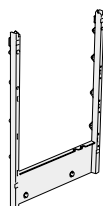
## Installing an optional high-capacity feeder

Your printer supports an optional high-capacity feeder. You can load up to 3,000 sheets of paper in the high-capacity feeder.

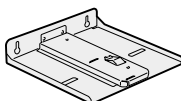
**Note:** You must have an optional printer cabinet or an optional printer stand with optional drawers to install a high-capacity feeder.



High-capacity feeder



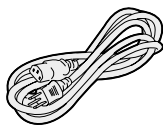
Docking frame



Guide rail



Interface cable



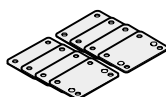
Power cord



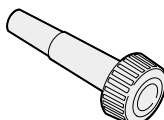
Four docking frame screws



Cable holder



Eight height adjustment spacers

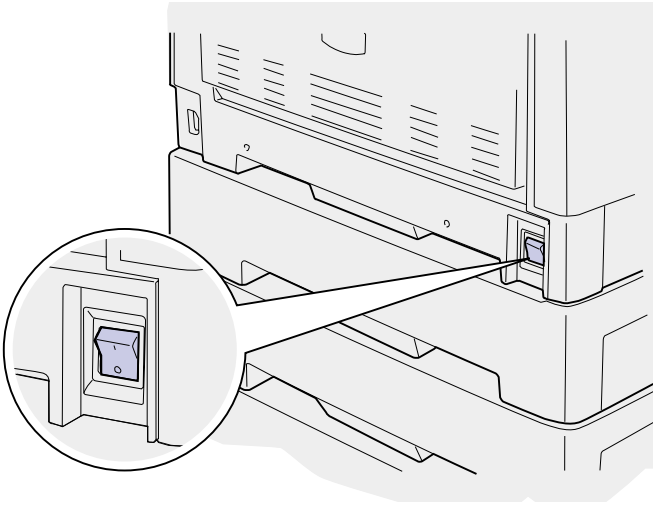


Wrench

- 1 Remove and unpack all items from the box.
- 2 Make sure you have the following items:
  - High-capacity feeder
  - Docking frame
  - Guide rail
  - Interface cable
  - Power cord
  - Four docking frame screws
  - Cable holder
  - Eight height adjustment spacers
  - Wrench

If any items are missing or damaged, refer to the place where you bought your printer.

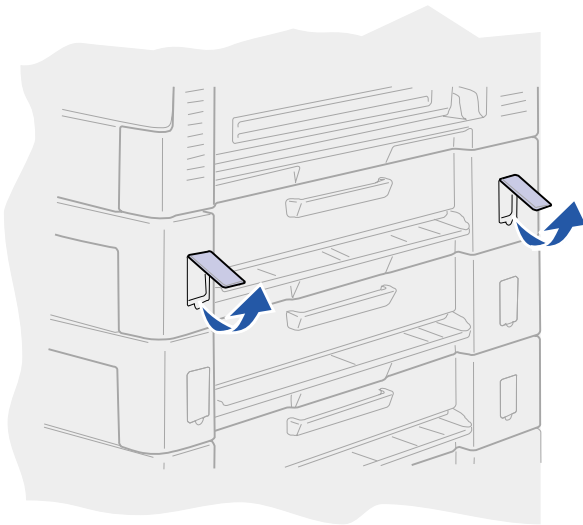
- 3 Make sure the printer power switch is in the Off position.



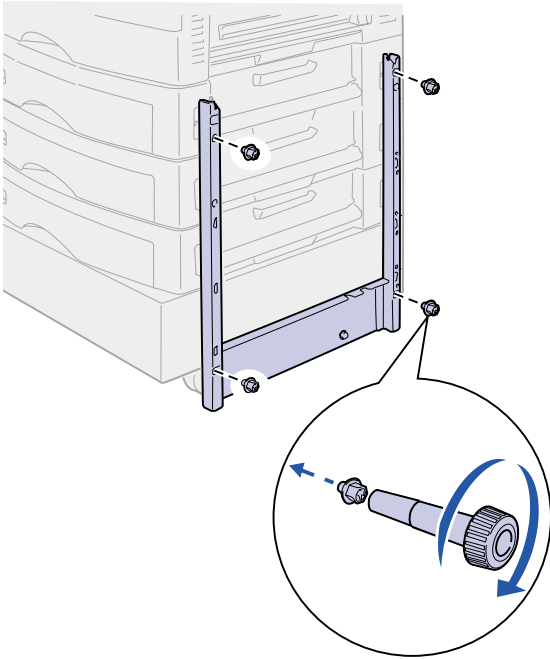
### **Attaching the docking frame**

- 1 Remove the two side covers from the top 550-sheet drawer.

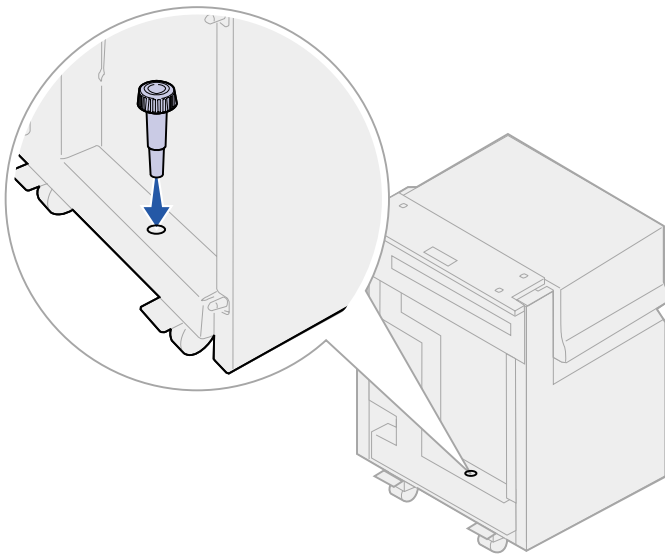
You may need to use a small flathead screwdriver to pry the covers up and outward.





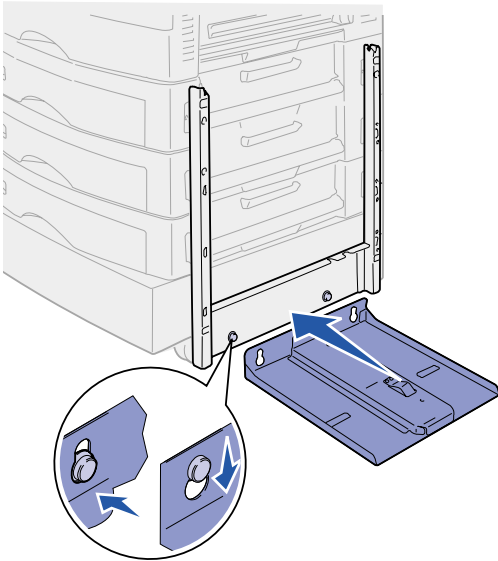


- 2** Insert two screws through the top screw holes of the docking frame and into the holes in the 550-sheet drawer.
- 3** Use the wrench to tighten the screws.
- 4** Insert two screws through the bottom screw holes of the docking frame and into the holes in the printer cabinet or printer base.
- 5** Tighten the screws.

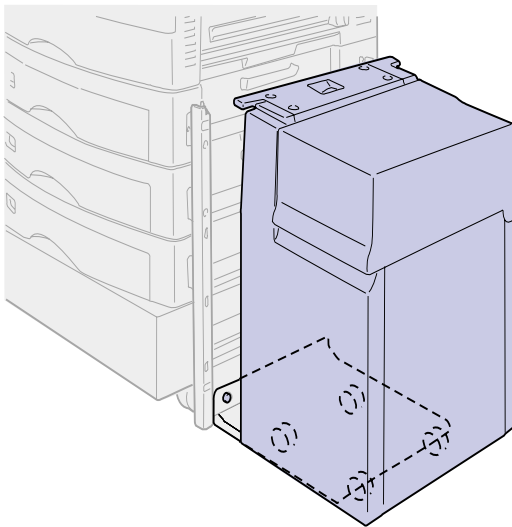


- 6** Place the wrench in the holder on the high-capacity feeder.

## Attaching the guide rail and feeder



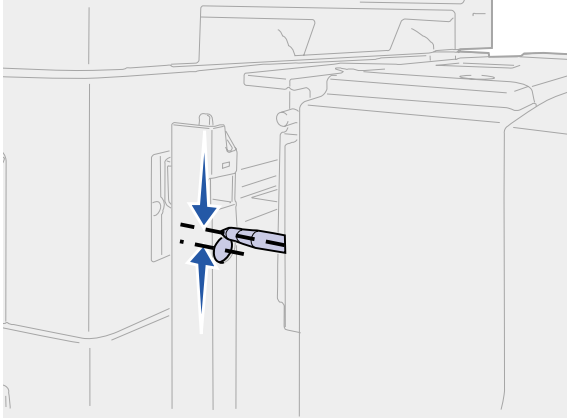
- 1 Align the two holes on guide rail with the studs on the docking frame.
- 2 Slide the guide rail down until it is fully seated on the docking rail.



- 3 Place the high-capacity feeder on the guide rail.

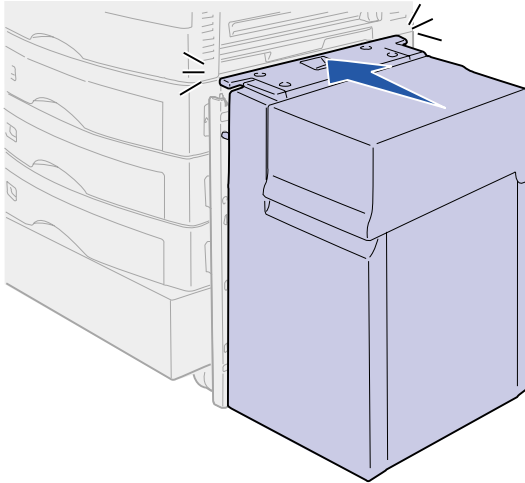
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**Note:** Make sure all four casters are on the guide rail.



- 4 Roll the high-capacity feeder toward the printer and check the alignment of the pins with the holes in the docking frame.

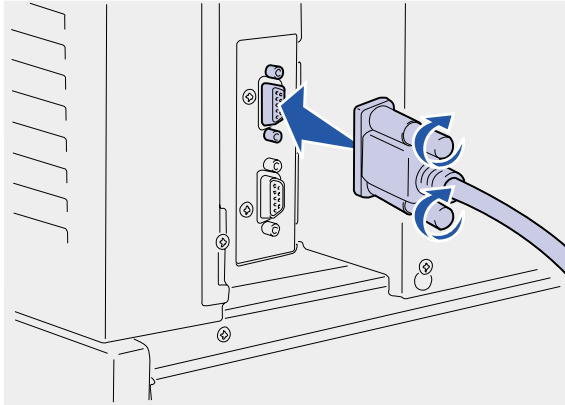
If the pins do not align with the holes in the docking frame, see “Installing height adjustment spacers” on page 21.



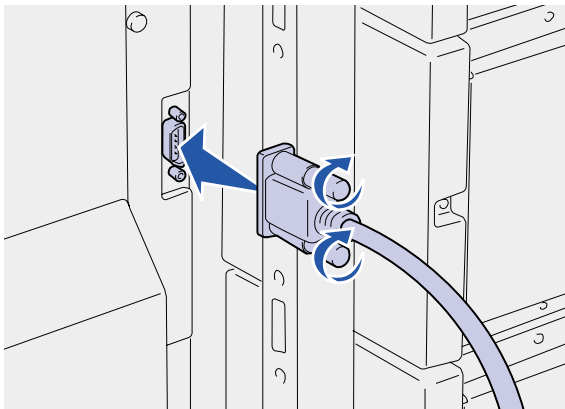
- 5 Roll the high-capacity feeder toward the printer until the feeder locks to the docking frame.

When the feeder is in the correct position, you hear a *click* when it locks.

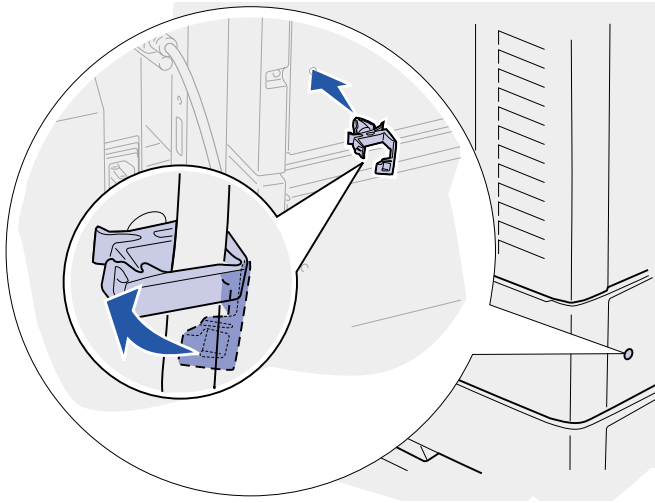
**CAUTION!** Do not install the high-capacity feeder power cord at this time.



**6** Attach the interface cable to the back of the printer and tighten the thumbscrews.



**7** Attach the interface cable to the side of the high-capacity feeder and tighten the thumbscrews.



- 8** Insert the point on the cable holder into the hole on the back of the top optional drawer.
- 9** Place the high-capacity feeder cable into the holder.
- 10** Close the cable holder.

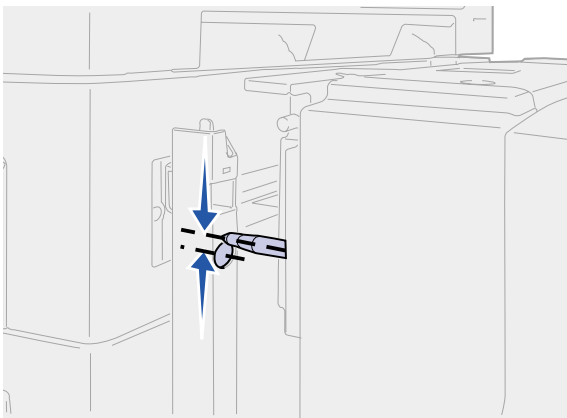
### ***Installing height adjustment spacers***

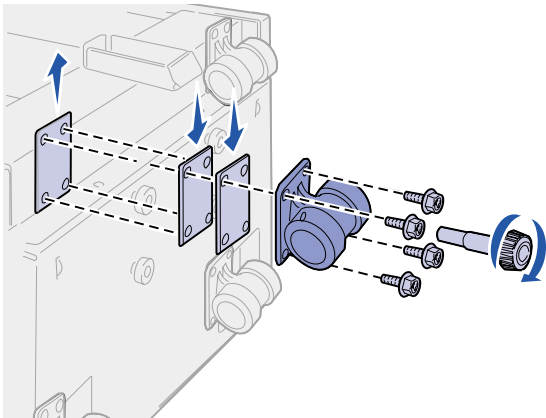
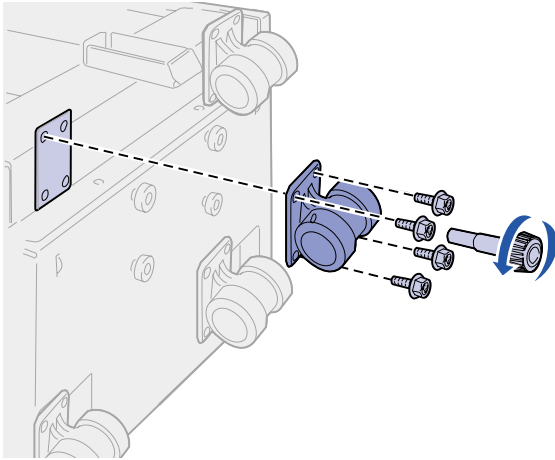
If the pins on the high-capacity feeder did not align with the holes in the docking frame you can adjust the height of the feeder.

You can either remove the factory installed spacer or add two spacers between each caster and the bottom of the high-capacity feeder.

Use the following steps to add or remove spacers.

- 1** Determine the height difference between high-capacity feeder alignment pins and the docking frame.





- 2** Place the high-capacity feeder on the floor or adequate work surface.
- 3** Remove the four screws securing one of the casters to the high-capacity feeder.
- 4** Add or remove spacers.

To add spacers:

- a** Insert the four screws through the caster.
- b** Place the spacers on the screws.
- c** Align and insert the screws into the screw holes on the high-capacity feeder.

To remove the factory installed spacer:

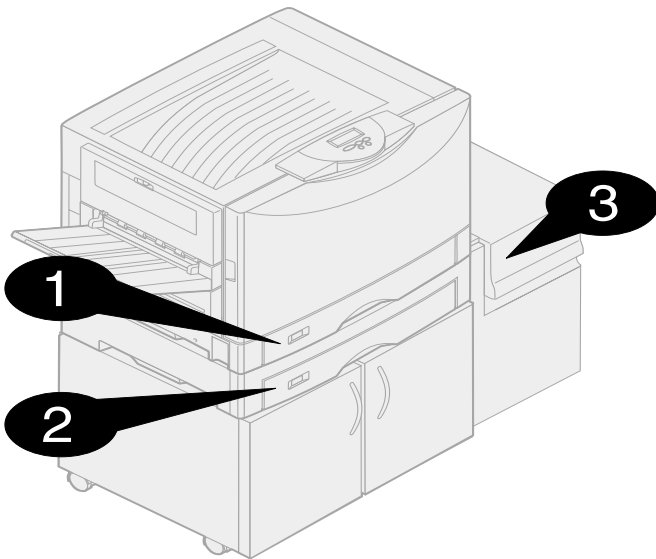
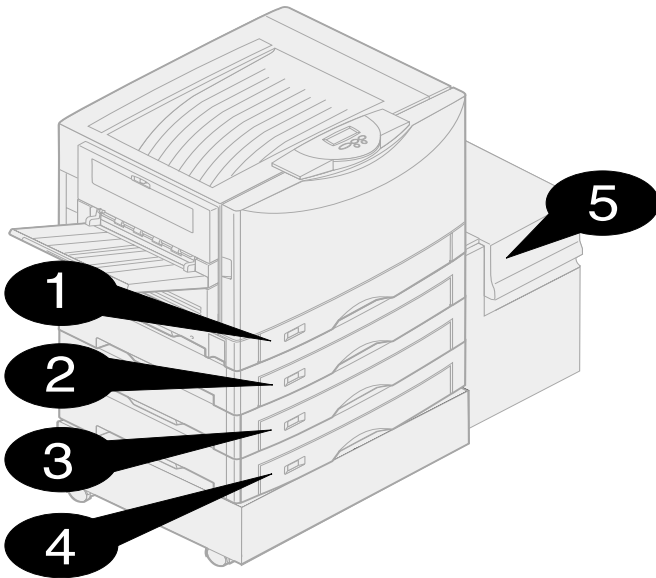
- a** Remove the spacer from the top of the caster.
- b** Insert the four screws through the caster.
- c** Align and insert the screws into the screw holes on the high-capacity feeder.

- 5** Tighten the four screws to secure the caster to the high-capacity feeder.
- 6** Repeat steps 3 through 5 to add or remove spacers on the remaining three casters.
- 7** Return to step 5 on page 19.

## Attaching the paper tray labels

Paper tray labels are included with each paper tray option. Use the labels to indicate the tray number and help identify paper jams and change paper tray menu options.

Refer to the illustrations to determine where to place the tray numbers for your printer configuration.



# Step 4: Install memory and option cards

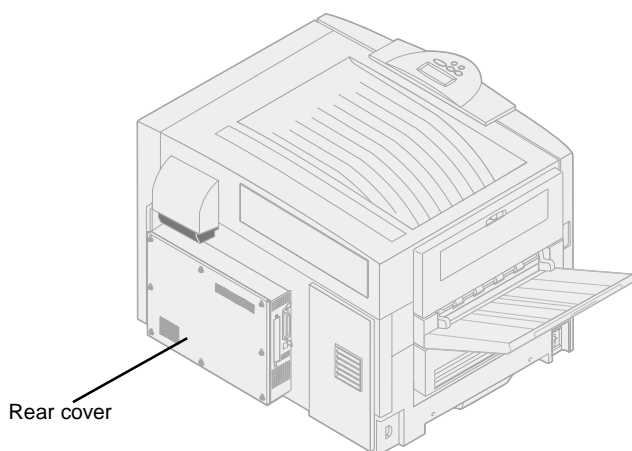
You can customize your printer memory capacity and connectivity by adding optional cards or hard disk.

## Removing the system board access cover

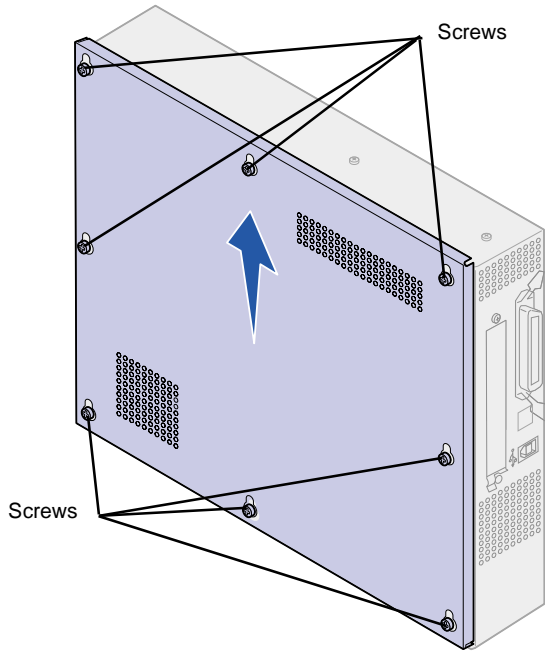
You must remove the system board cover to install memory cards, a firmware card, a hard disk, or an option card.

**CAUTION!** If you are installing memory or option cards after initial printer setup, turn the printer off and unplug the power cord. If you have any other devices connected to the printer, turn them off as well and unplug any cables going to the printer.

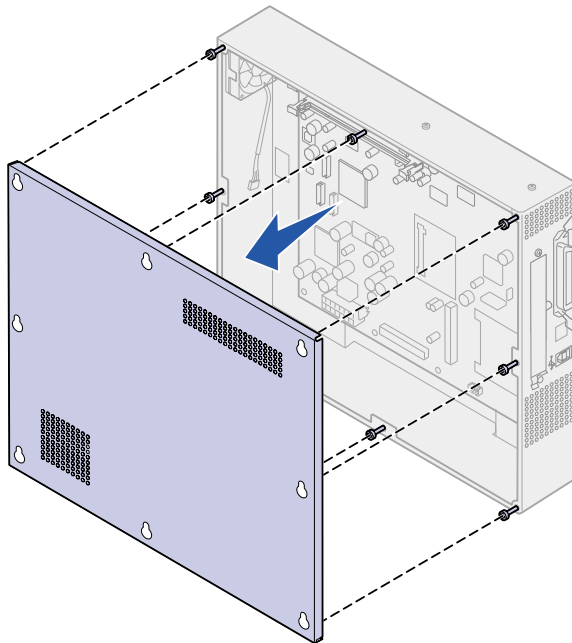
You need a number 2 Phillips screwdriver to remove the system board cover.



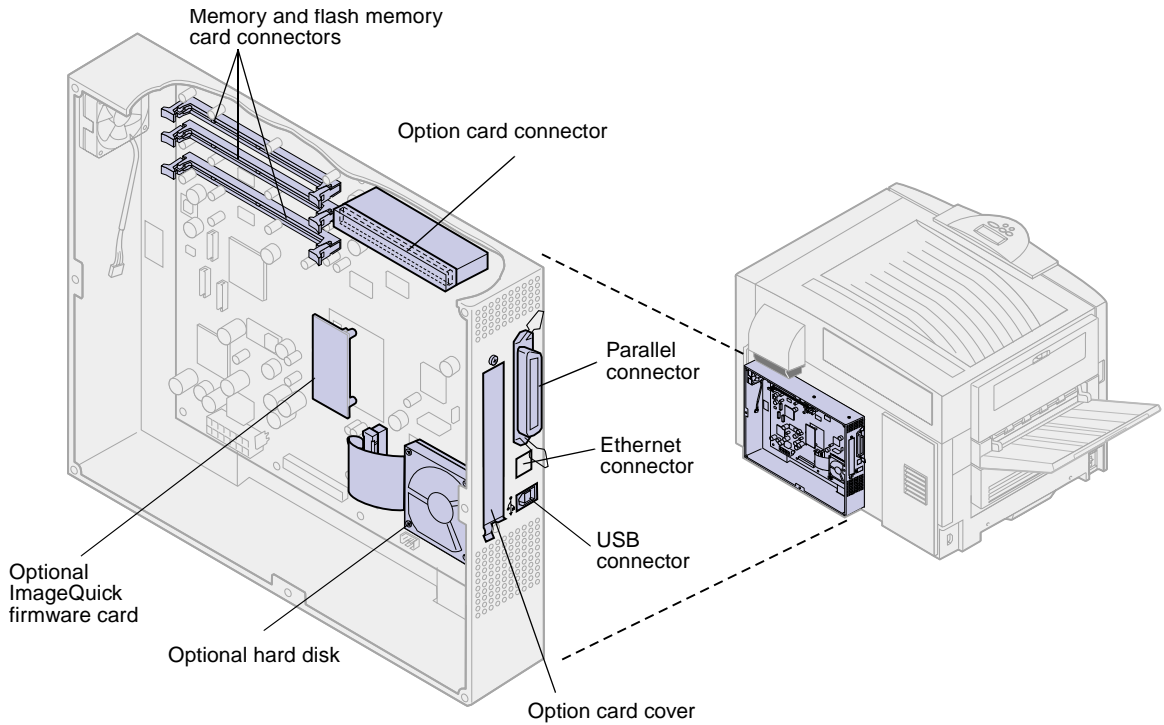




- 1 Loosen the eight screws on the system board cover. Do not remove the screws completely.
- 2 Slide the cover up and away from the printer.



**3** Use the illustration to locate the connector for the card you want to install.



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

To install a...	Go to page...
Memory card	27
Firmware card	28
Hard disk	30
Option card	31

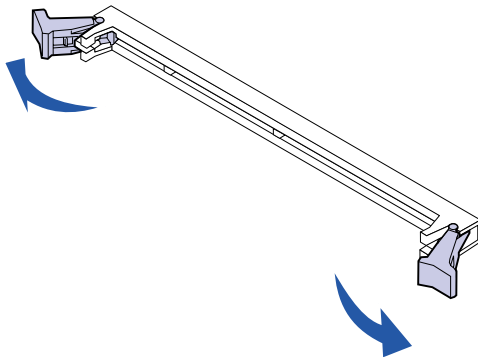
## Installing a memory card

---

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

---

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

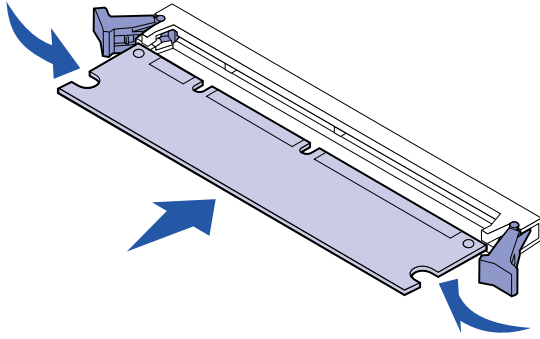


Complete the following instructions to install either a printer memory card or a flash memory card. Memory cards must have 168-pin connectors.

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.

- 1** Remove the system board access cover (see page 24).
- 2** Push open the latches on both ends of the memory connector you want to use.
- 3** Unpack the memory card.

Avoid touching the connection points along the edge of the card. Save the packaging.



## Installing a firmware card

---

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

- 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.

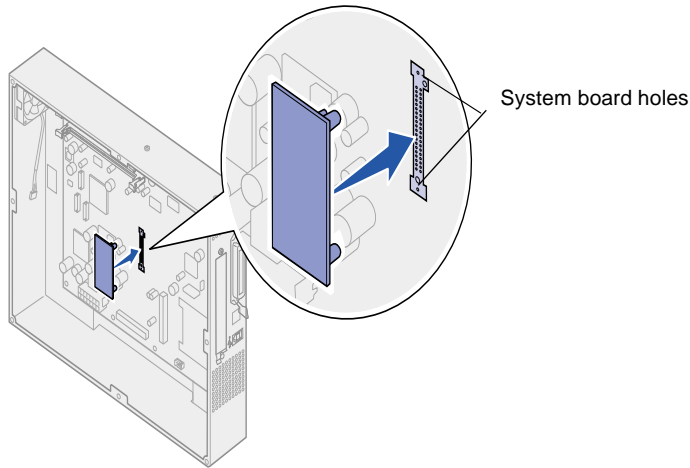
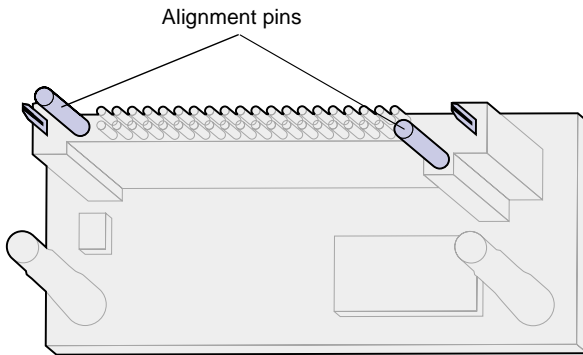
Follow the instructions in this section to install a firmware card.

If you have a network internet model, an ImageQuick™ firmware card is already installed.

If an option card has been installed, you need to remove the option card before installing the firmware card.

- 1 Remove the system board access cover (see page 24).

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



**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 connectors.

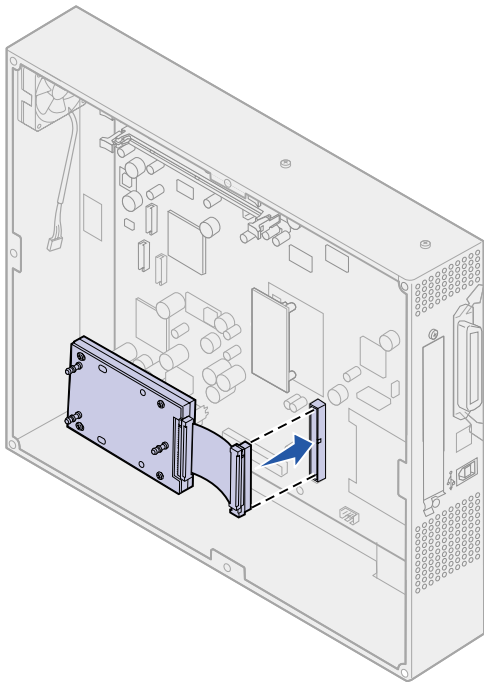
## Installing a hard disk

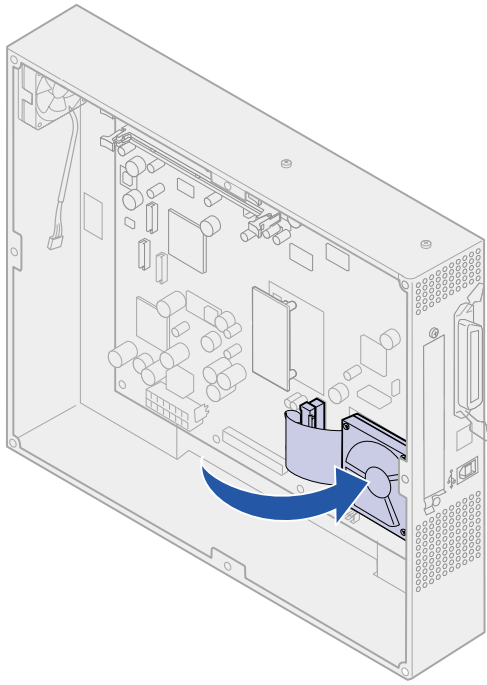
**Warning!** Hard disks are easily damaged by static electricity. Touch something metal such as the printer frame before you touch the hard disk.

Follow the instructions in this section to install an optional hard disk.

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

- 1** Remove the system board access cover (see page 24).
- 2** Align and press the ribbon cable connector into the connector on the system board.





- 3 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.

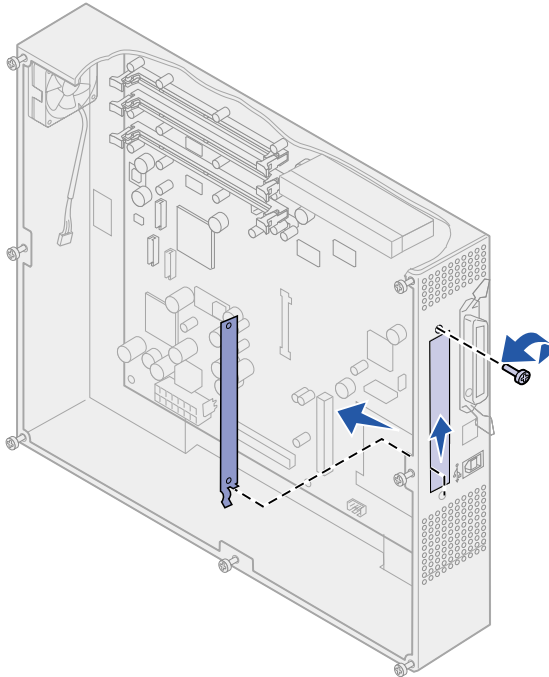
## Installing an option card

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 to 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, internet network, and duplex network printers 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 24).
- 2** Remove the screw from the metal plate that covers the connector slot, and then lift the plate off.

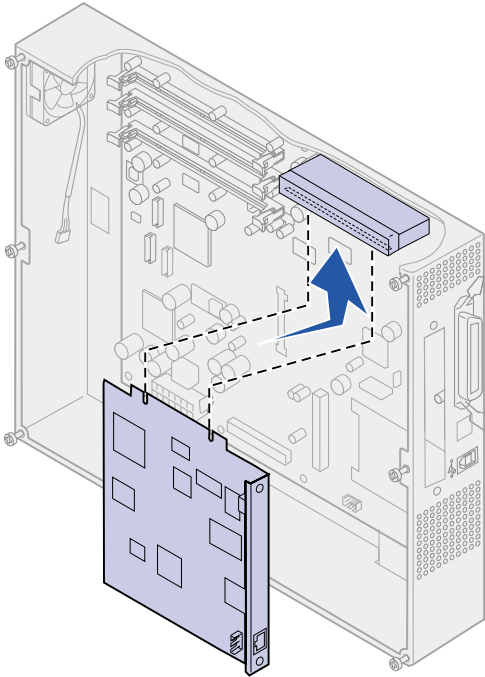
Save the screw.

---

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

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

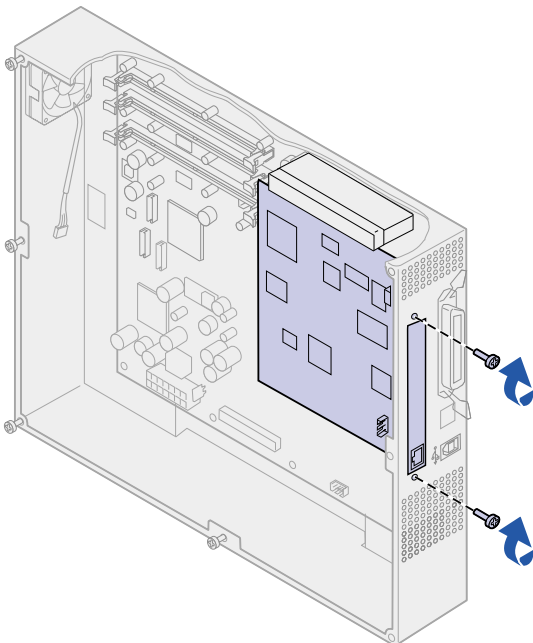




- 4 Align the connector on the option card with the connector on the system board.

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

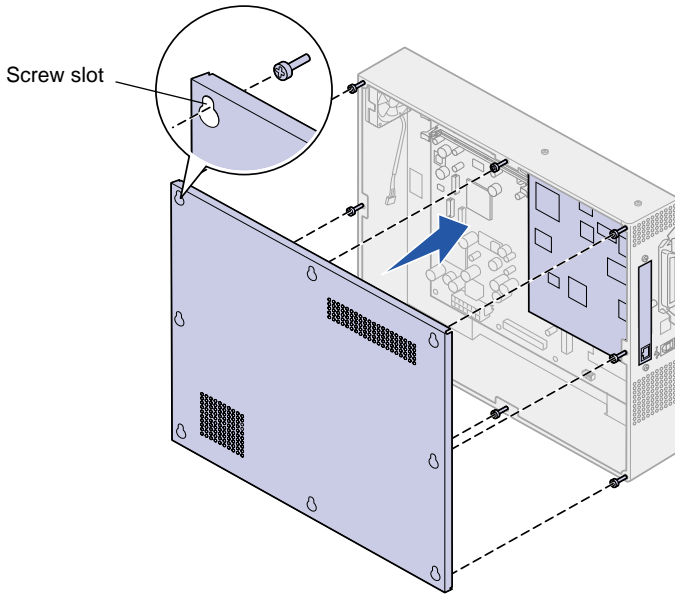
- 5 Push the option card firmly into the option card connector.



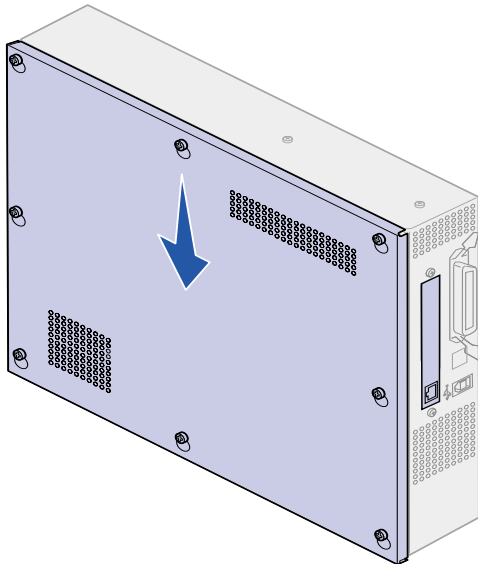
- 6 Secure the card to the system board with the screws.

## Reinstalling the system board access cover

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



- 1 Align the holes on the access cover with the screws on the printer as shown.
- 2 Place the cover against the printer and slide it down.



- 3 Tighten the eight screws.

# Step 5: Attach cables

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

## Network printing

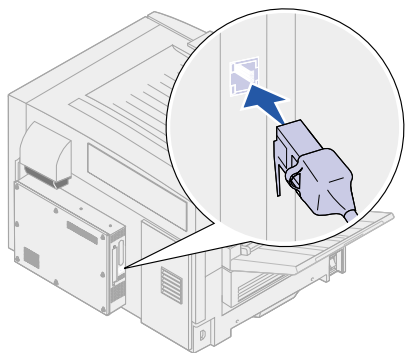
You can attach your printer to a network using standard network cables.

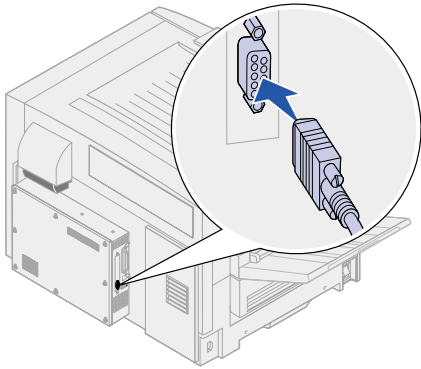
A 10BaseT/100BaseTX Fast Ethernet port is standard on the network, internet network, and duplex network printers. You can add a Token-Ring or 10Base2 Ethernet port to any printer model by installing an optional internal print server.

To attach the printer to a network:

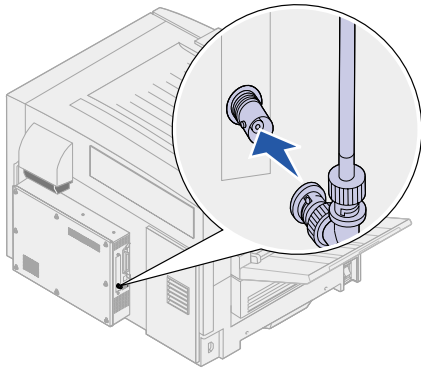
- 1** Make sure the printer is turned off and unplugged.
- 2** Connect the printer to a LAN drop or hub using standard cabling that is compatible with your network:

— 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

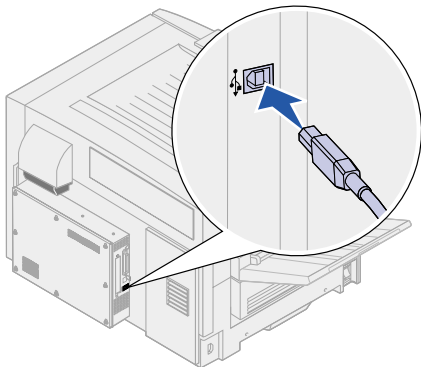
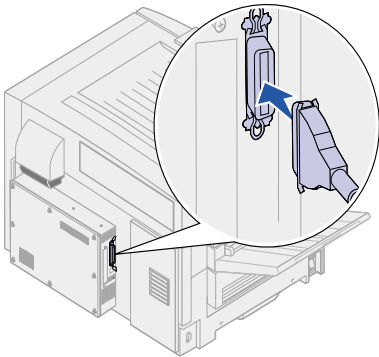


— Ethernet 10Base2 networks (Thin Coax) use a BNC T-connector

The printer automatically adjusts itself for the network speed.

## Local printing

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



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

- A USB port requires a USB printer cable.
- A parallel port requires an IEEE-1284 compliant parallel cable.

If you install an optional USB/Parallel Interface Card to the network, internet network, or duplex network printer, 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.

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.

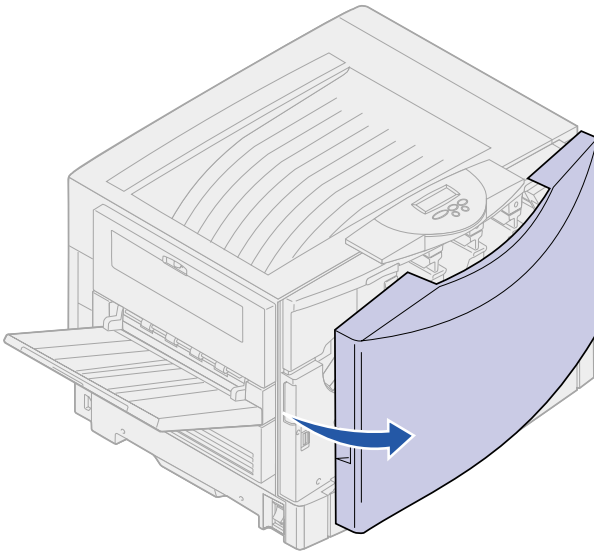
# Step 6: Install printer supplies

## Opening the top cover

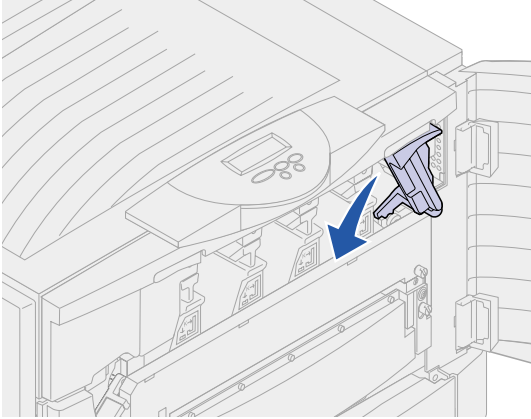
To access the printer supplies you must open the top cover.

To open the top cover:

- 1** Remove any shipping tape and packing material from the front of the printer.
- 2** Open the front door.



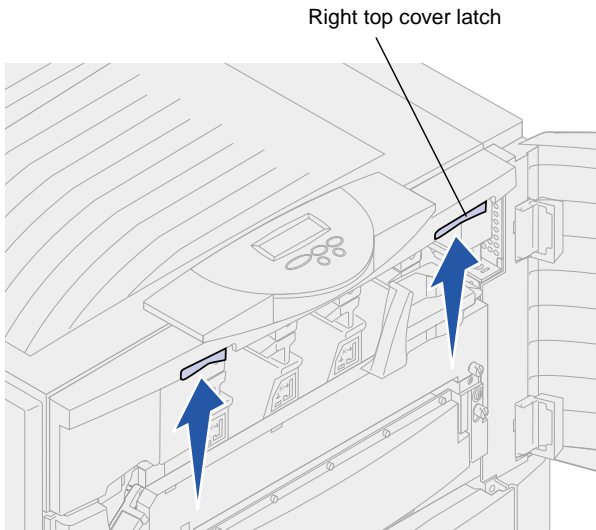
- 3 Rotate the top cover locking lever to the left.

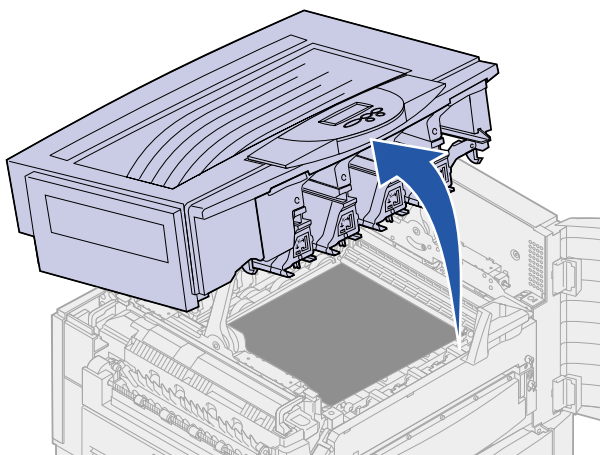


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**Note:** The top cover will open very quickly, keep both hands on the top cover when opening.

- 4 Place both hands on the lifting points and squeeze the right top cover latch.





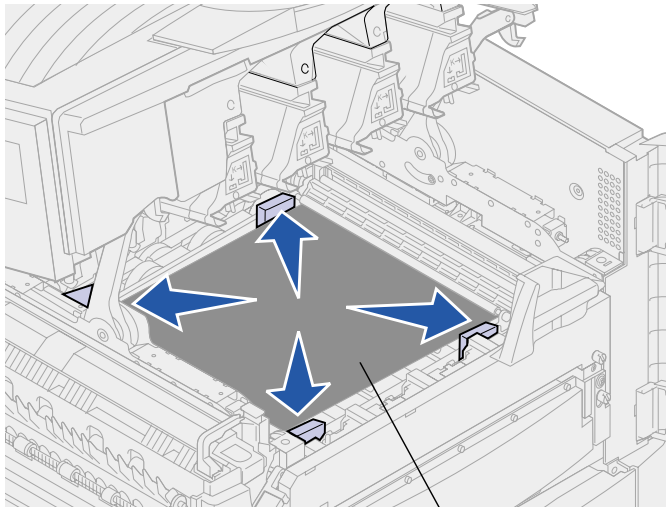
- 5** Lift the top cover until it stops.
- 6** Remove any shipping tape and yellow packing material from inside the printer.



## Installing the photodevelopers

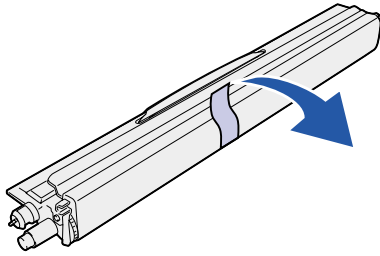
Your printer ships with four color-coded photodevelopers which you must place inside the top cover. Each photodeveloper has its own color-coded position inside the printer.

**Warning!** Do not touch, drop, or place anything on the transfer belt. Touching the surface of the transfer belt or placing items on it may damage it.



Transfer belt

- 1 Lift and remove the four shipping spacers from the transfer belt.
- 2 Remove any shipping tape and packing material from inside the printer.



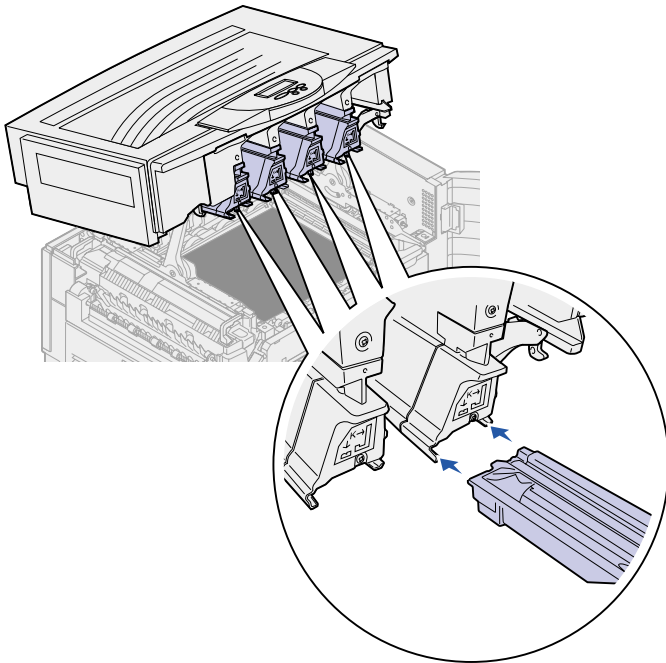
- 3** Remove one of the photodevelopers from its packing material.

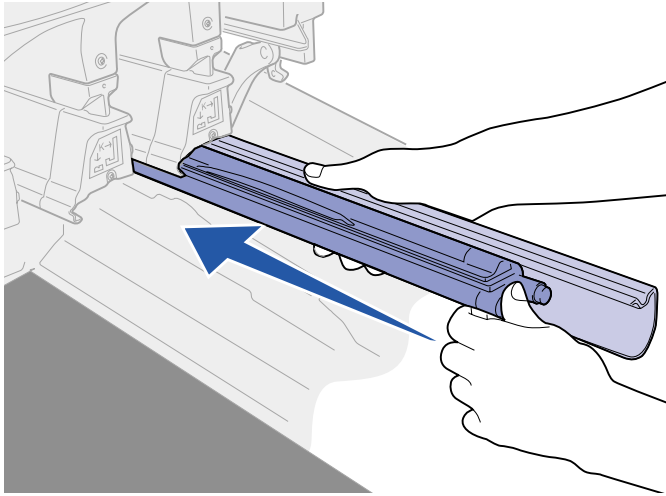
You can install the photodevelopers in any order. However, it may be easier to install them from left to right: black, yellow, cyan, and magenta.

- 4** Remove the tape from the photodeveloper.

The photodeveloper has a cover over the green glass tube. Do not touch the glass. Touching the glass may damage it and reduce print quality. Do not remove the cover until you begin installing the photodeveloper.

- 5** Align the photodeveloper with the slot in the printer as shown.





- 6 While holding the photodeveloper with your left hand and the photodeveloper cover with your right hand, slide the photodeveloper in until the unit is fully seated.

As the photodeveloper slides in, remove the photodeveloper cover.

- 7 Repeat steps 3 through 6 to install the remaining photodevelopers.

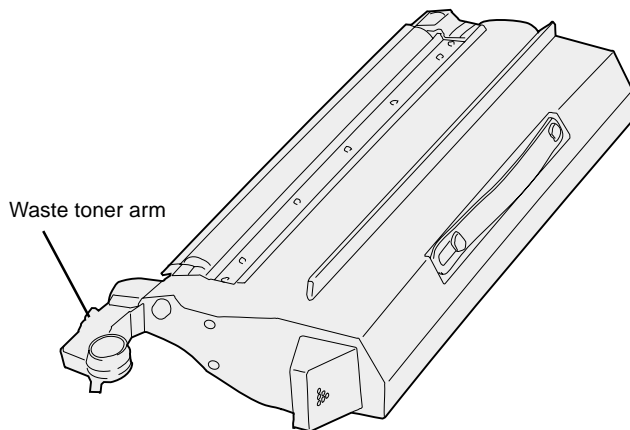
## Installing the toner cartridges

Your printer ships with four color-coded starter toner cartridges. Starter toner cartridges have a yield of up to 8,000 pages.

You must install the toner cartridges inside the top cover of the printer. Each cartridge has its own color-coded position.

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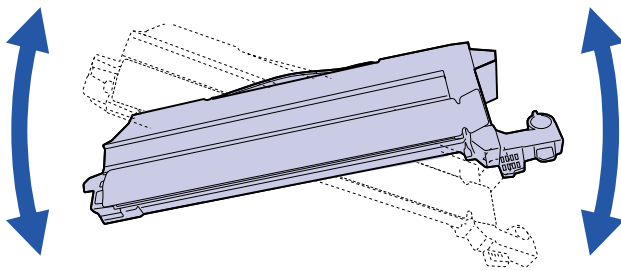
**Note:** Use a brush or cold water to remove any toner that has soiled clothing.



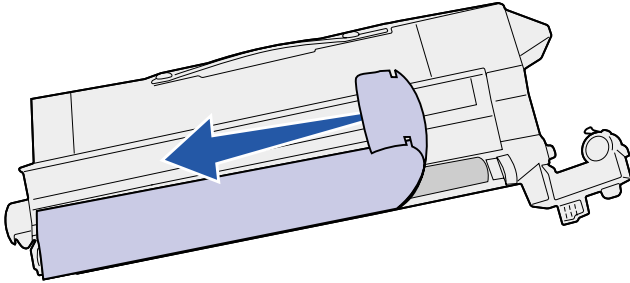
- 1 Remove one of the toner cartridges from its packing material.

You can install the cartridges in any order. However, it may be easier to install them from left to right: black, yellow, cyan, and magenta.

- 2 Gently shake the toner cartridge to distribute the toner evenly.

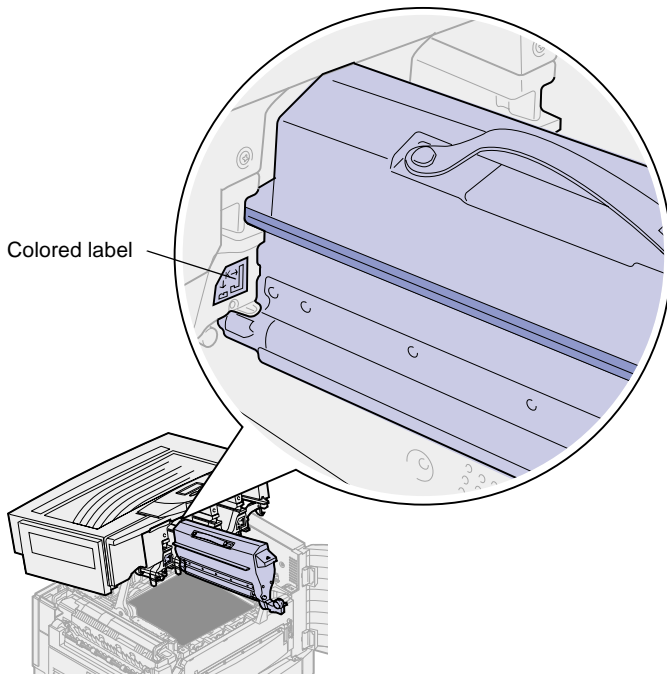


- 3 Remove the shipping tape and any additional packing material.

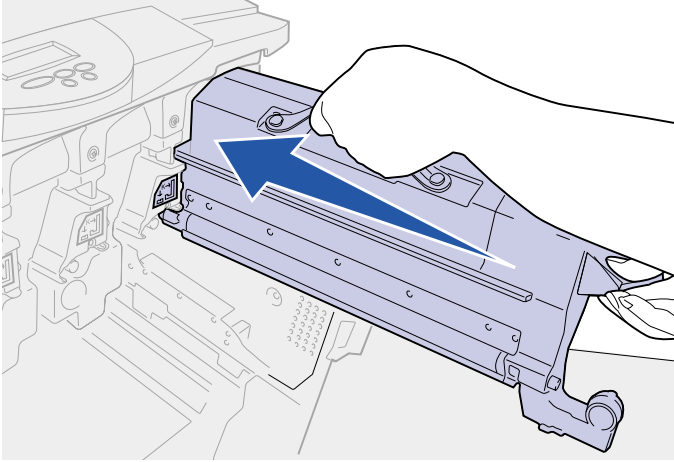


- 4 Align the toner cartridge with its slot in the printer.

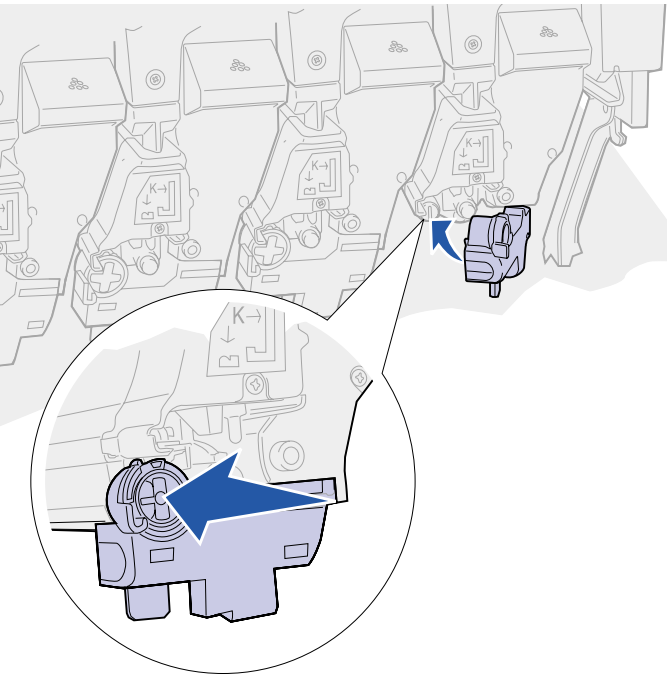
The toner cartridge is placed to the right of the corresponding colored label.



- 5** Slide the toner cartridge in until the cartridge is fully seated.



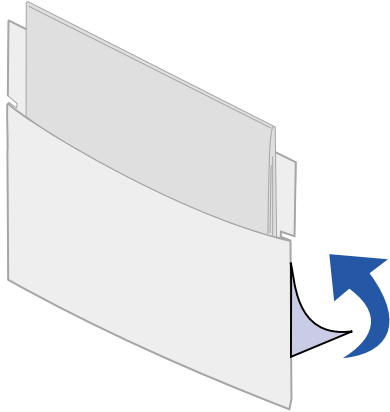
- 6** Push the waste toner arm onto the photodeveloper until it *snaps* into place.
- 7** Repeat steps 2 through 6 to install the remaining toner cartridges.



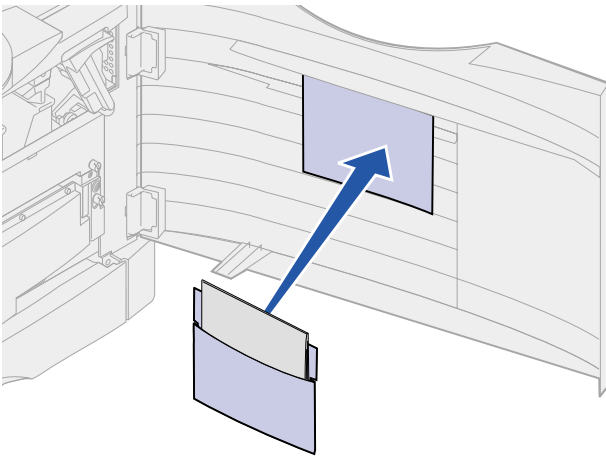
## Attaching the *Quick Reference* booklet sleeve

The adhesive sleeve that came with your printer is a handy place to store your *Quick Reference*.

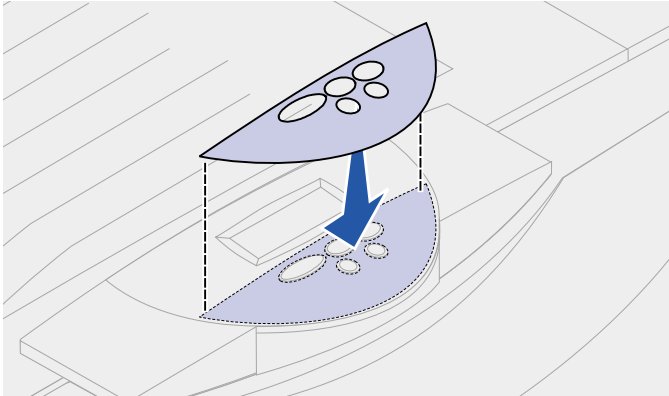
- 1 Remove the protective paper from the back of the *Quick Reference* pouch.



- 2 Firmly press the adhesive-backed sleeve onto the area inside the front door.



## Attaching an adhesive operator panel overlay



If English is not your preferred language attach the overlay that has the appropriately translated button names:

- 1** Locate the adhesive overlay packaged with your printer.
- 2** Peel the 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 covering away from the overlay.

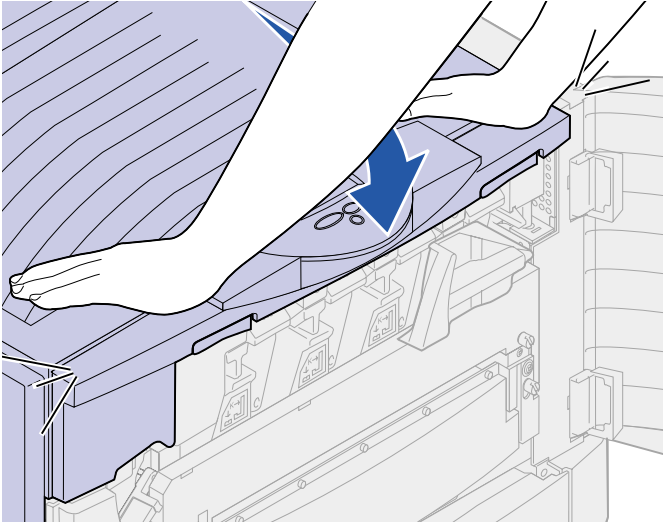
Refer to the publications CD for instructions on changing the language of the text displayed on the operator panel.

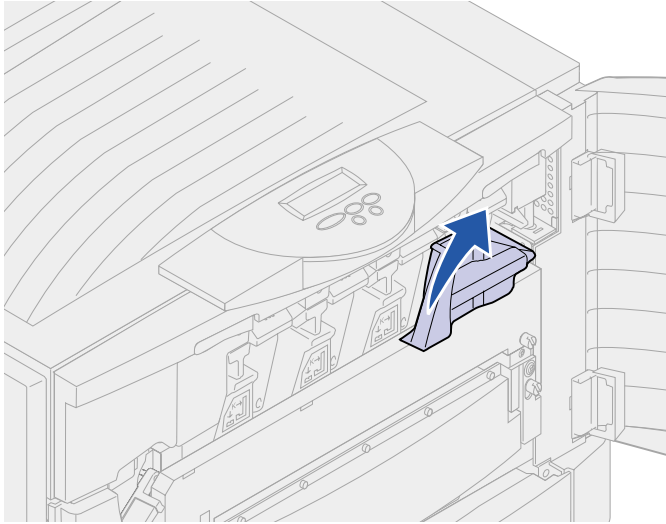


## Closing the top cover

**CAUTION!** Before closing the top cover, make sure the area under the cover is free of hands, clothing, and other items.

- 1 Place both hands on the top cover as shown.
- 2 Press down firmly until the top cover *clicks* into place.





**3** Rotate the top cover locking lever to the right.

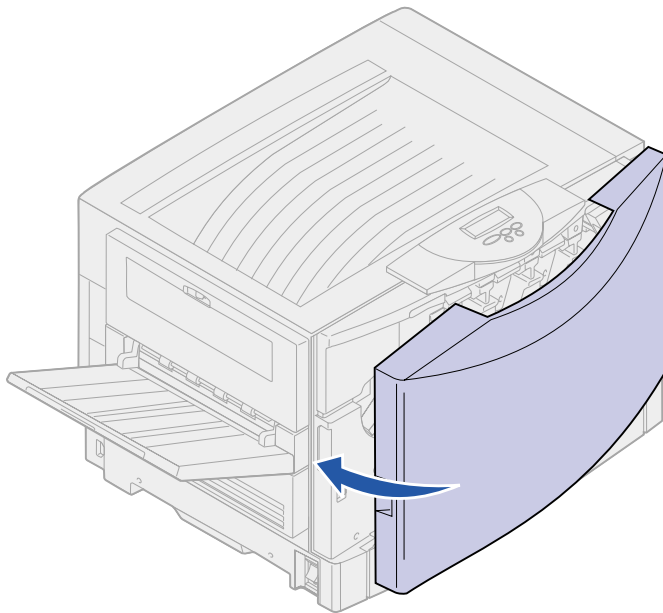
If you cannot rotate the locking lever, the cover is not fully closed.

**a** Place both hands on the lifting points and squeeze the right top cover latch.

**b** Lift the top cover.

**c** Press down firmly until the top cover clicks into place.

**4** Close the front door.



# Step 7: 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	Paper types	Capacity	Go to page...
Tray 1	Letter, A4, Legal, Tabloid <sup>1</sup> , A3, B4	Paper, glossy paper	<ul style="list-style-type: none"> <li>• 550 sheets of 20 lb paper</li> <li>• 130 sheets of glossy paper</li> </ul>	52
Trays 2-4	Letter, A4, Legal, Tabloid <sup>1</sup> , A3, B4, Universal <sup>1</sup>	Paper	<ul style="list-style-type: none"> <li>• 550 sheets of 20 lb paper</li> </ul>	52
Heavy media tray	Letter, A4, Legal, Tabloid <sup>1</sup> , A3, Universal <sup>1</sup>	Paper, glossy paper, transparencies, labels, card stock	<ul style="list-style-type: none"> <li>• 150 transparencies</li> <li>• 250 sheets of labels or card stock</li> <li>• 500 sheets of glossy paper</li> </ul>	52
Multipurpose feeder	Letter, A4, A5, Legal, Tabloid <sup>2</sup> , A3, Executive, B4, JIS B5, Universal <sup>1</sup>	Paper, glossy paper, transparencies, labels, card stock	<ul style="list-style-type: none"> <li>• 100 sheets of 20 lb paper</li> <li>• 50 sheets of glossy paper</li> <li>• 50 transparencies</li> <li>• 30 sheets of labels</li> <li>• 50 sheets card stock</li> </ul>	59
	7 <sup>3</sup> / <sub>4</sub> , 9, 10, DL, C4, C5, B5, other <sup>3</sup>	Envelopes	10 envelopes	
High capacity feeder	Letter, A4	Paper	3000 sheets of 20 lb paper	63

<sup>1</sup> Tabloid paper is 278.8 x 430.8 mm (11 x 17 in.)

<sup>2</sup> Universal setting lets you select the following custom sizes:

- 139.7 x 210 mm to 215.9 x 355.6 mm (5.5 x 8.27 to 8.5 x 14 in.),
- 69.85 x 127 mm to 229 x 355.6 mm (2.75 x 5 to 9.01 x 14 in.)
- 148 x 182 mm to 215.9 x 355.6 mm (5.83 x 7.17 to 8.5 x 14 in.)

<sup>3</sup> You can use other envelope sizes if they are: 98.4 x 162 mm to 176 x 250 mm (3.87 x 6.38 to 6.93 x 9.84 in.)

Your printer supports a wide variety of paper types, sizes, and weights. The standard tray (tray 1) and optional trays 2, 3, and 4 are marked with stack height letters A, B, and C. The optional heavy media tray is marked with stack height letters D, E, and F.

The following table lists recommended media, weights, and the stack height guide to use when loading the paper trays.

Stack height letter	Recommended media
A	Lexmark Glossy Paper <sup>*</sup> : Letter (P/N 12A5950), A4 (P/N 12A5951)
B	11x17, Legal, B4, A3 (90–105 g/m <sup>2</sup> , 24–28 lb bond)
C	Letter, A4 (60–105 g/m <sup>2</sup> , 16–28 lb bond) 11x17, Legal, B4, A3 (60 - 90 g/m <sup>2</sup> , 16 - 24 lb bond)
D	Lexmark Transparency <sup>**</sup> : Letter (P/N 12A5940), A4 (P/N 12A5941)
E	Lexmark Glossy Paper <sup>*</sup> : Letter (P/N 12A5950), A4 (P/N 12A5951) Paper Labels: Letter, A4 (up to 180 g/m <sup>2</sup> , 48 lb bond)
F	Letter, A4 (105–128 g/m <sup>2</sup> , 28–34 lb bond)

\* Lexmark Glossy Paper is 120 g/m<sup>2</sup>, 80 lb. book, 32 lb bond.

\*\* Lexmark Transparency weight is 120 g/m<sup>2</sup>.

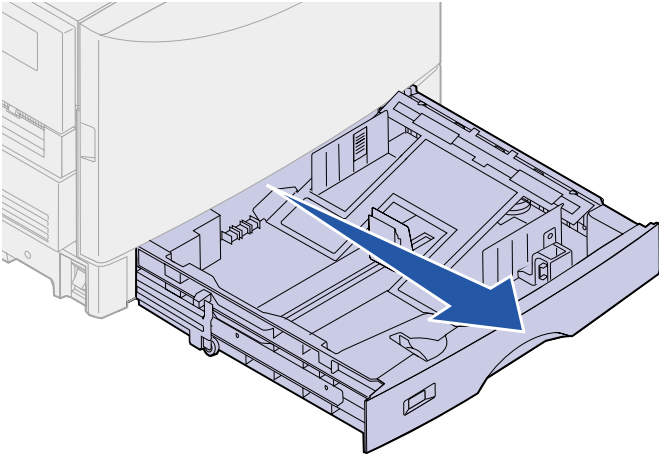
## Loading the paper trays

Each paper tray provides an input of 550 sheets of paper.

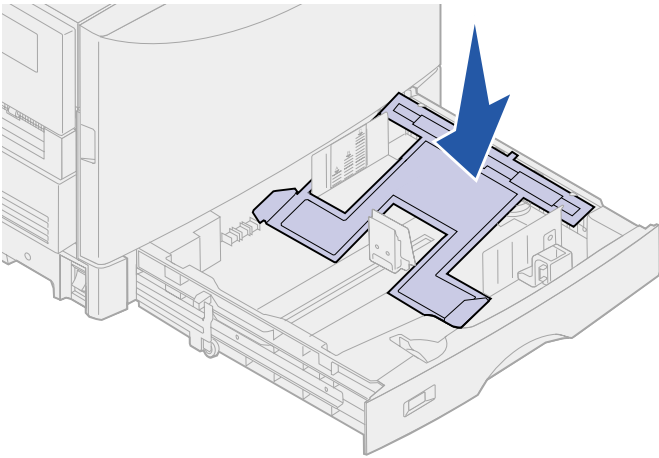
**Note:** If you have an optional heavy media paper tray, make sure you review the heavy media tray section in the table on page 51 and follow the heavy media tray instructions on page 57.

Follow these instructions to load paper in all the paper trays.

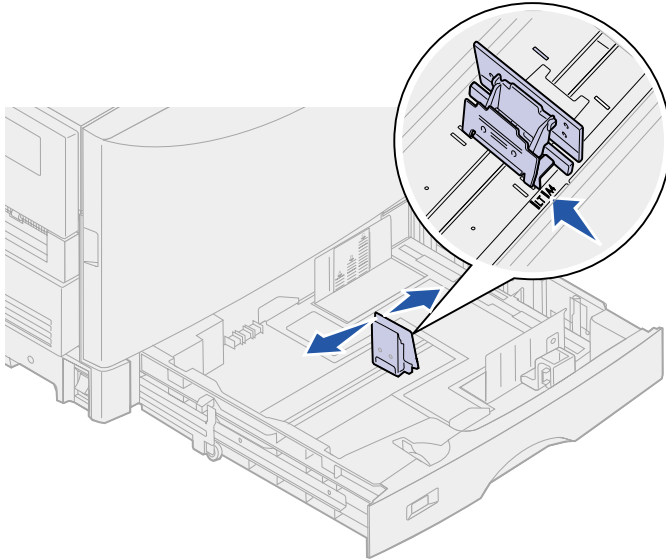
- 1 Pull the paper tray out until it stops.



- 2 Press the metal plate down until it locks.

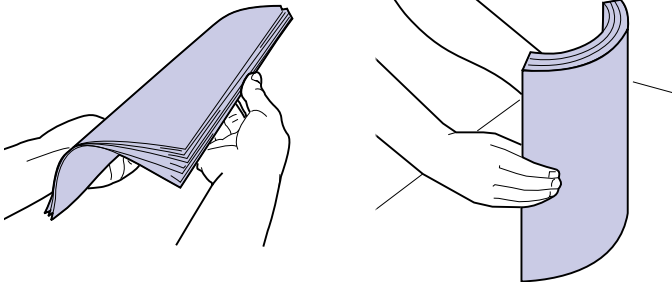


**Note:** The position of the left paper guide tells the printer the size of the paper in the tray. If the left paper guide is in the wrong position, you may experience paper feeding problems or incorrect page formatting.



**3** Squeeze the left guide and slide it to the position for the size paper you are loading.

**4** Release the paper guide.

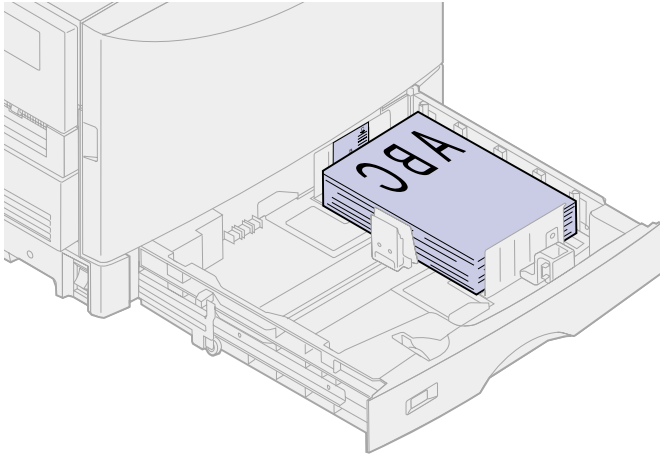


**5** Flex the sheets back and forth to loosen them, and then fan them.

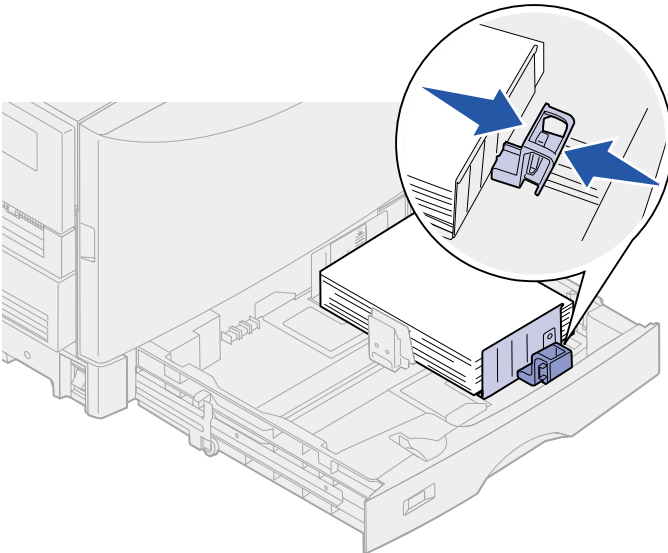
Do not fold or crease the paper. Straighten the edges of the stack on a level surface.

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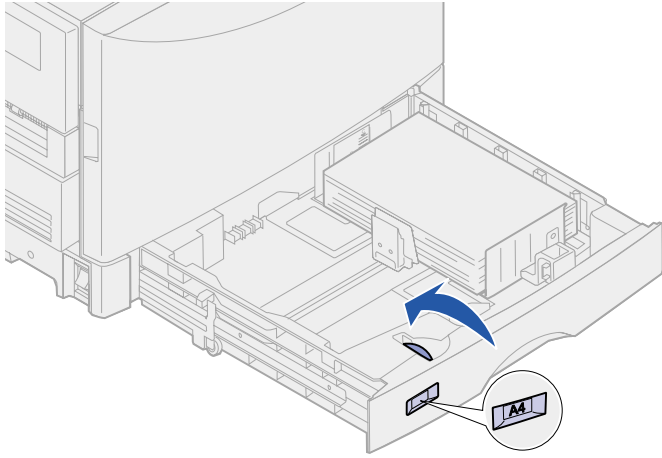
**Note:** Do not exceed the maximum stack height. Overfilling the tray may cause jams.



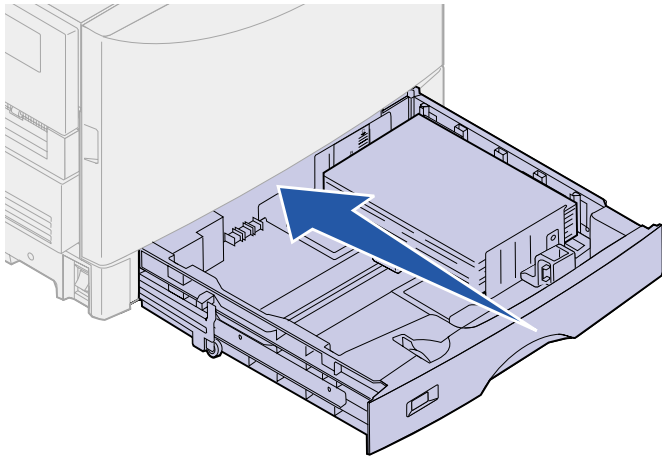
**6** Place the paper in the tray, print side down.



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



- 8 Rotate the paper size dial until the size of the paper in the tray is indicated.



- 9 Push the tray completely in the printer.



## Using the heavy media tray

The optional heavy media tray replaces tray 1. The heavy media tray is specially designed for use with heavier plain paper, transparencies, labels, and card stock. For instructions on installing the heavy media tray, refer to your publications CD.

---

**Note:** Using the heavy media tray with lighter weight paper such as 16–26 lb plain paper may cause jams.

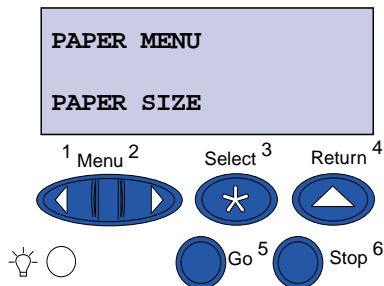
When the heavy media tray is installed, it turns the auto size sensing off. You must set the operator panel to the size and type of media you have placed in the tray.

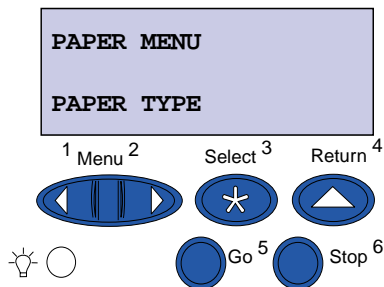
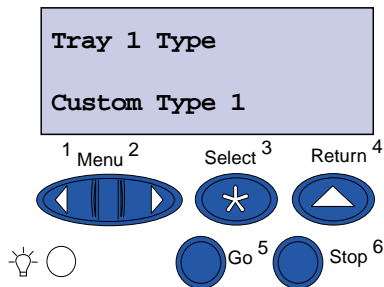
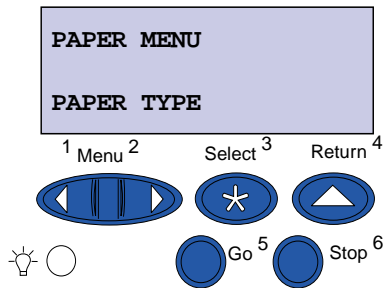
### Set the paper size

- 1 Follow the instructions for “Loading the paper trays” on page 52 to place your print media in the heavy media paper tray.
- 2 Press **Menu** until you see **Paper Menu**, and then press **Select**.
- 3 Press **Menu** until you see **Paper Size**, and then press **Select**.
- 4 Press **Menu** until you see **Tray 1 Size**, and then press **Select**.
- 5 Press **Menu** until the size paper you placed into the tray appears, and then press **Select**.

---

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





## Set the paper type

1 Press **Return** once.

**Paper Menu** appears on the first line and **Paper Size** appears on the second line.

2 Press **Menu** until you see **Paper Type**, and then press **Select**.

3 Press **Menu** until you see **Tray 1 Type**, and then press **Select**.

4 Press **Menu** until you see **Custom Type 1**, and then press **Select**.

5 Press **Return** once.

**Paper Menu** appears on the first line and **Paper Type** appears on the second line.

6 Press **Menu** until you see **Custom Types**, and then press **Select**.

7 Press **Menu** until you see **Custom Type 1**, and then press **Select**.

8 Press **Menu** until you see the type of media you loaded in the heavy media tray, and then press **Select**.

9 Press **Go**.

**Ready** is displayed.

## Loading the multipurpose feeder

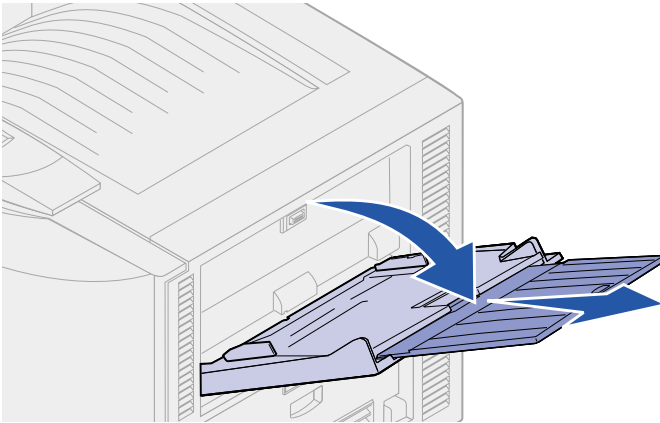
The multipurpose feeder provides an additional input of 100 sheets of paper.

You can use the multipurpose feeder one of two ways:

- **Paper tray**—Load plain paper, glossy paper, labels, card stock, or other print media in the feeder with the intention of leaving the media in the feeder.
- **Manual bypass feeder**—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.

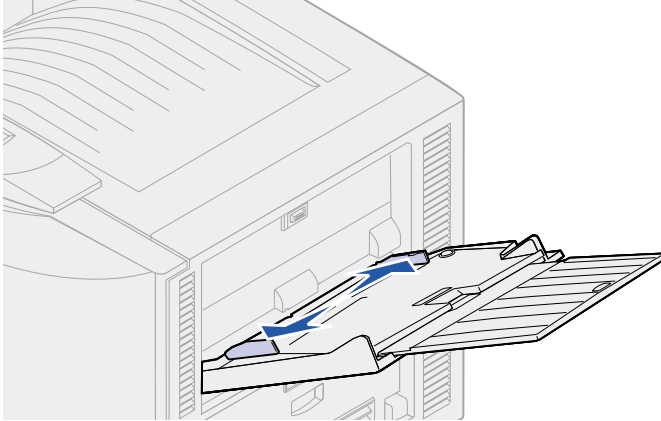
To load the multipurpose feeder:

- 1 Open the multipurpose feeder.

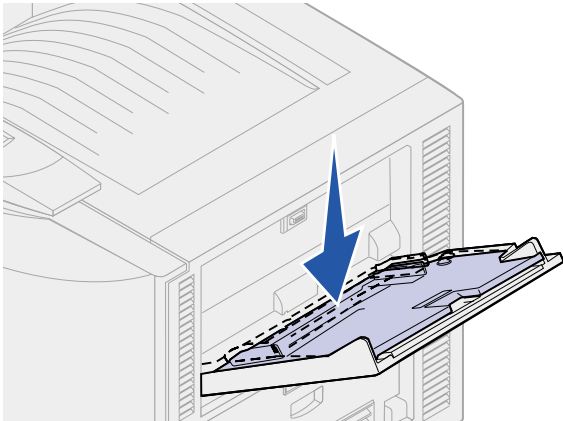


---

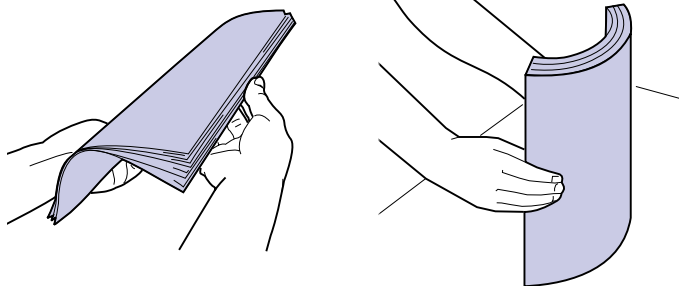
**Note:** The guides are interconnected, when you move one, they both move together.



- 2 Slide the paper guides to the correct position for the size paper you are loading.



- 3 Press the paper feed plate down until it locks into place.

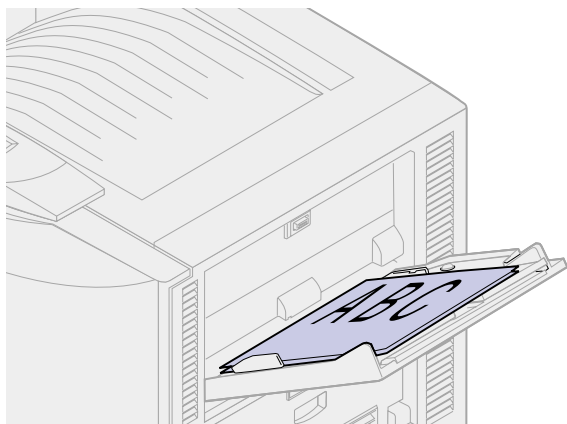


- 4 Flex the sheets back and forth to loosen them, and then fan them.

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

---

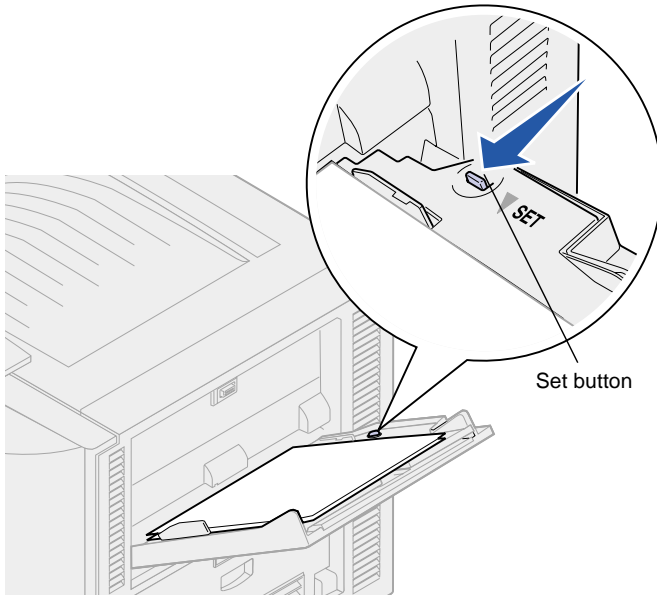
**Note:** Do not exceed the maximum stack height. Overfilling the feeder may cause jams.



- 5 Place the paper print side up between the paper guides.

- 6 Move the SET button to the left to unlock the tray.

The multipurpose tray can be closed by lifting it.



## Loading the high-capacity feeder

The optional high-capacity feeder provides an additional input of 3,000 sheets of paper.

**Note:** Do not load any print media other than paper in the high-capacity feeder.

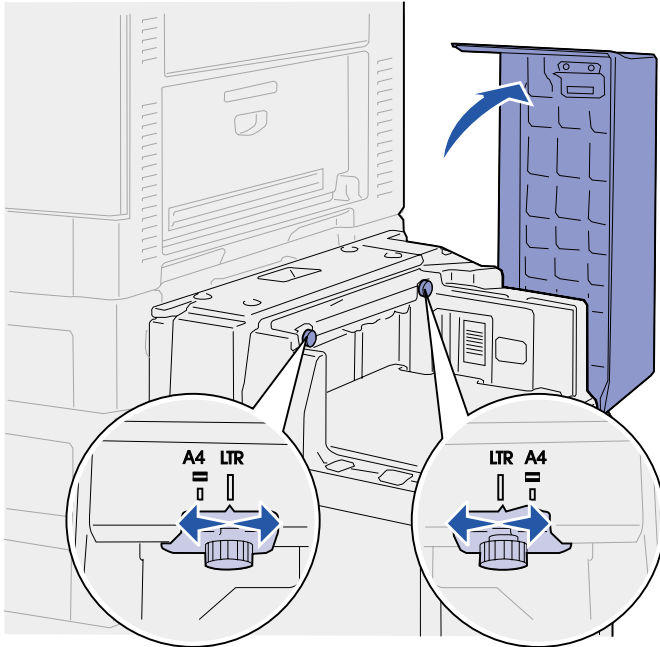
To load the high-capacity feeder:

- 1 Open the high-capacity feeder top cover.

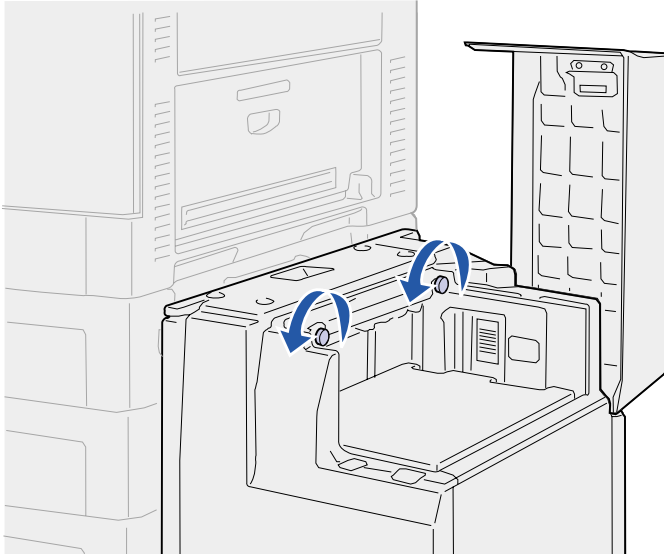
The paper guides are set at the factory and may already be configured for your size paper.

- 2 Inspect the position of the paper guides.

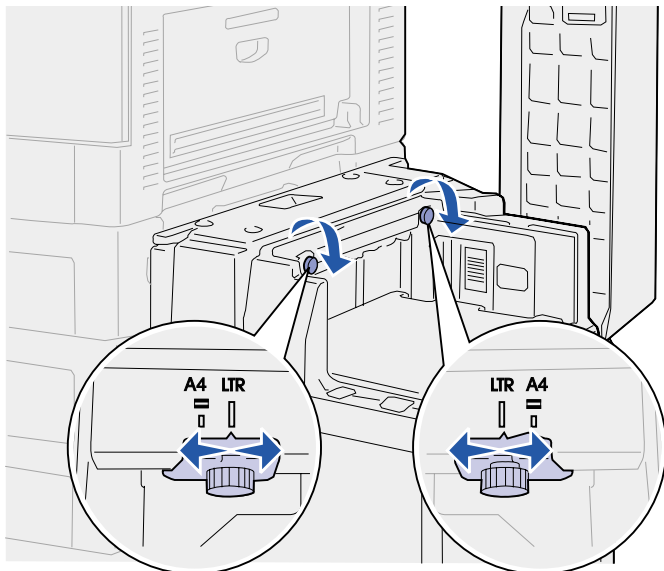
If the paper guides are correctly set for the size paper you are loading, go to step 6 on page 65, if not continue with step 3 on page 64.



**Note:** The high-capacity feeder must be properly adjusted for A4 or Letter size paper. If the paper guides are in the wrong position, you may experience paper feeding problems.



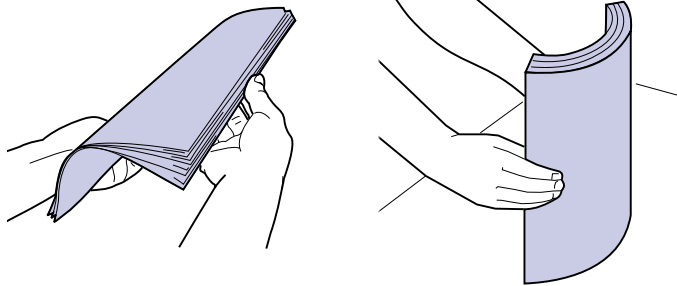
**3** Loosen the left and right paper guide thumbscrews.



**4** Slide the guides left or right to the correct position for the size paper you are loading (A4 or Letter).

**5** Tighten the left and right paper guide thumbscrews.



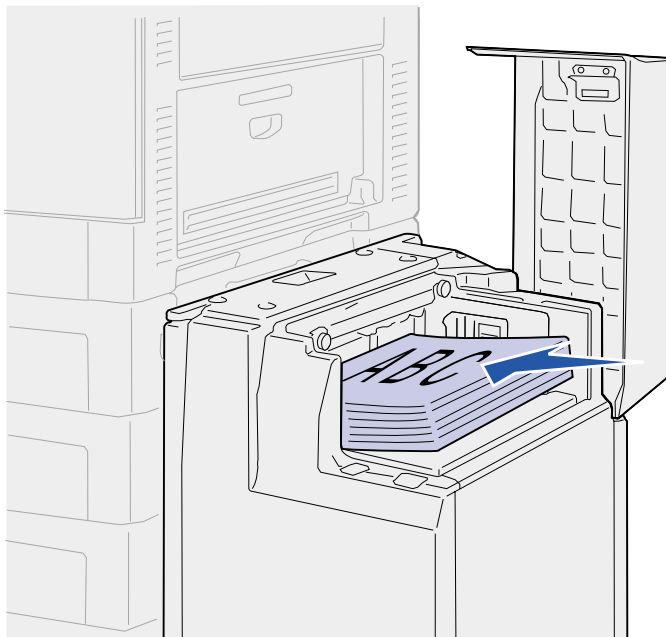


- 6 Flex the sheets back and forth to loosen them, and then fan them.

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

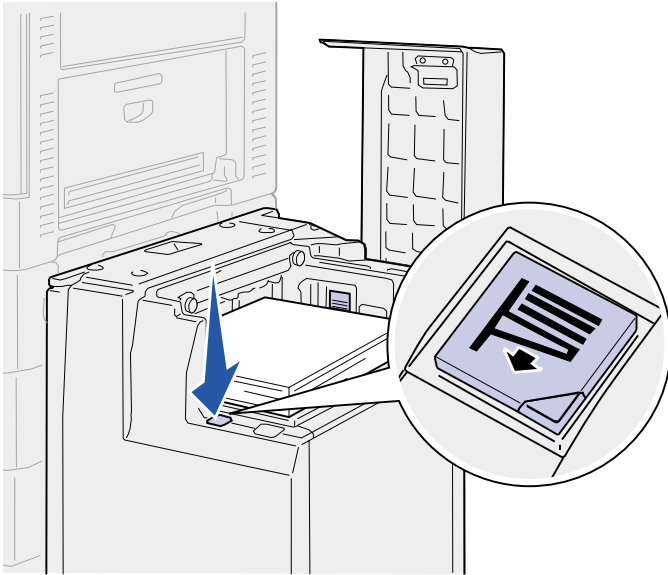
---

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



- 7 Place the paper against the paper guides, with the print side up.

**Note:** If there is only a partial stack of paper in the tray, the paper low sensor will not allow the tray to go down. Add more paper to lower the tray.



**8** Press the Paper Tray button.

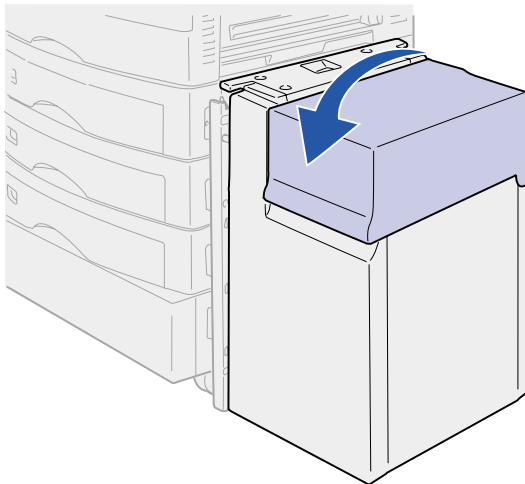
The paper tray lowers so you can load another 500 sheets of paper.

**9** Place the paper against the paper guides, with the print side up.

**10** Repeat step 8 and step 9 until you have filled the tray or loaded the desired quantity.

**11** Close the high-capacity feeder top cover.

Make sure the high-capacity feeder is pushed completely against the printer.

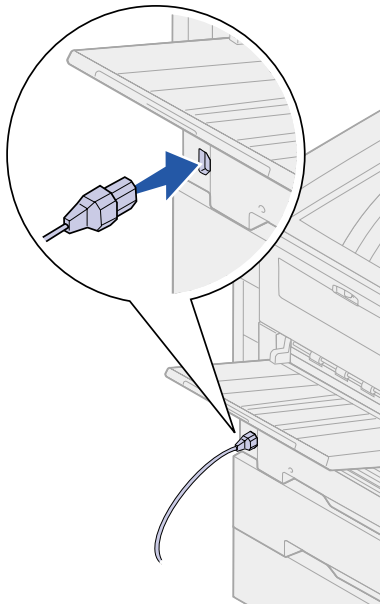


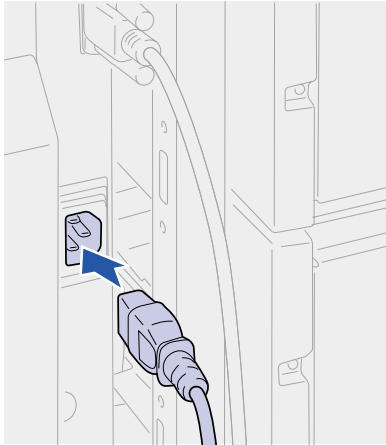
# Step 8: Verify printer setup

## Turning on the printer

**Note:** To prevent an electrical overload, plug your printer into a well-grounded outlet on a non-ground fault interrupter (GFI) circuit.

- 1 Plug one end of the power cord into the socket on the side of the printer and the other end into a properly grounded outlet.





- 2 Plug one end of the high-capacity feeder power cord into the socket on the side of the high-capacity feeder and the other end into a properly grounded outlet.
- 3 Turn on the printer. 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.

The message **Performing Self Test** appears on the display while the printer warms up.

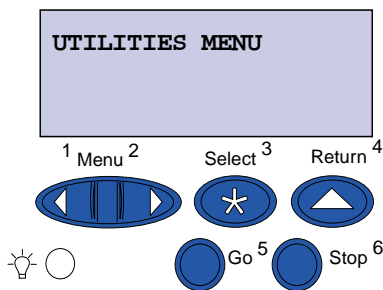
After the internal tests complete, the **Ready** message indicates the printer is ready to receive jobs. If you see a message other than **Ready**, refer to your quick reference booklet or the publications CD for instructions on clearing the message. Click **Printing**, and then **Understanding printer messages**.

- 4 If you attached your printer to a network, continue with “Printing a network setup page” on page 69.

Otherwise, go on to “Printing a menu settings page” on page 68.

## Printing a menu settings page

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



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.

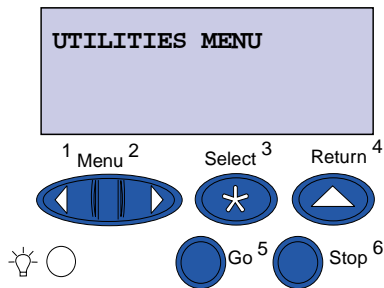
- 3 Verify the options you installed are correctly listed under “Installed Features.”

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 the paper trays are configured for the sizes and types of paper you loaded.

## Printing a network setup page

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



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.
- 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.

### What do I do next?

Task	Go to page...
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# Step 9: 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 69.
- 2 Go to “Verifying the IP settings” on page 71 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 click **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, you see Network Option 1.

- 3 Press **Menu** until you see Std Net Setup or Network 1 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 want.

See “Printing a network setup page” on page 69 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 will 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 10: 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	72
	Macintosh	73
Local (parallel or USB connections)	Windows 95/98/Me, Windows NT 4.0, Windows 2000	74
	Macintosh	75

## 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 network printer ports

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



---

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

## Supported printer drivers

- Windows system printer driver
- Color laser custom printer driver

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

## 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

You can find detailed information about using each of these printing methods on the drivers CD. Click **View Documentation** and look for information about network printer installation.

## 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

---

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

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

You must create a printer object (icon) on the desktop of each network client using the LaserWriter 8 printer driver and the printer's PPD file.

Specific information about installing the printer on your AppleTalk network can be found in the online documentation on the drivers CD that shipped with your printer.

Depending upon which version of the drivers CD shipped with your printer, you may also find this software on the drivers CD. Launch the

PPD Installer and follow the instructions to install the PPDs. Send a test print job when you have finished.

### ***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 35 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)

### **Supported printer drivers**

- Windows system printer driver
- The printer’s custom printer driver

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

---

**Note:** Using the printer’s custom printer driver provides enhanced functionality, such as printer status alerts.

## **Macintosh**

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

You can find the printer's PPD and specific information about local printer installation on Macintosh computers on the drivers CD that shipped with your printer. Click **View Documentation** and look for information about local printer installation.

After the printer is installed, print a test page to verify your printer is correctly set up.



# Step 11: Distribute information to users



## Identifying printer users

Several types of users may need access to the information stored on the *Publications* CD. These include:

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

## Finding 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.

The type of helpful information provided on the *Publications* CD includes:

- Tips for successful printing
- Ways to improve print quality
- Information about using the operator panel
- Instructions for replacing print cartridges and other supply items
- Solutions to common printing problems
- Instructions for clearing 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**. This will provide a brief overview of each PDF file.

- 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** or **Print as Book** from the Home page.

## Storing the *Quick Reference*

In addition to the *Publications* CD, your printer shipped with a *Quick Reference*. We recommend that you store this booklet in the convenient sleeve. The sleeve should be attached inside the front door of the printer.

## Congratulations!

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

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Setup Guide

Publication No. S510-2222-00

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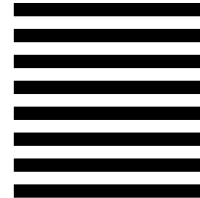
---

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